



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2026-04-10

MAYORAL COMMITTEE MEETING
WEDNESDAY, 2026-04-15 AT 10:00

TO The Executive Mayor, Ald J Fasser
The Deputy Executive Mayor, Cllr M Slabbert

COUNCILLORS JC Anthony
R du Toit
S Heneke
T Kumm
L Nkamisa
C Manuel
R Pheiffer
N Olayi
J Williams

Notice is hereby given that a Mayoral Committee Meeting will be held **in Council Chamber** on **Wednesday, 2026-04-15 at 10:00** to consider the attached agenda.

EXECUTIVE MAYOR, ALD J FASSER

CHAIRPERSON

AGENDA
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2026-04-15
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APPENDIX 1

**Confirmation of
Minutes: Mayoral
Committee
Meeting: 2026-03-25**



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2026-03-25

MINUTES

MAYORAL COMMITTEE MEETING:

2026-03-25 AT 08:30

MINUTES
MAYORAL COMMITTEE MEETING
2026-03-25

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PRESENT: Executive Mayor, Ald J Fasser (**Chairperson**)
Deputy Executive Mayor, M Slabbert

Councillors: Ald JC Anthony
R du Toit
S Heneke
T Kumm
C Manuel
L Nkamisa
R Pheiffer
N Olayi
J Williams

Also Present: Councillor P Crawley (Chief Whip)
Councillor Q Smit (Speaker)

Officials: Acting Municipal Manager (S Chandaka)
Director: Community & Protection Services (G Boshoff)
Director : Planning and Economic Development (A Barnes)
Chief Financial Officer (K Calorus)
Chief Audit Executive (L Mvandedwa)
Senior Administration Officer (B Mgcushe)

1.	OPENING AND WELCOME
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The Chairperson, The Executive Mayor welcomed everyone present at the Mayoral Committee Meeting.

2.	COMMUNICATION BY THE EXECUTIVE MAYOR
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NONE

3.	DISCLOSURE OF INTERESTS
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NONE

4.	APPLICATIONS FOR LEAVE OF ABSENCE
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The following application for leave of absence was approved in terms of the Rules and Order By-law of Council: -

Municipal Manager(G Mettler)

5.	CONFIRMATION OF PREVIOUS MINUTES
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5.1 The minutes of the Mayoral Committee Meeting held on 2026-02-18 were **confirmed as correct without any amendments.**

6.	STATUTORY MATTERS
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6.1	TABLING OF THE DRAFT 4th REVIEW OF THE 5th GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

25 March 2026

1. SUBJECT: TABLING OF THE DRAFT 4th REVIEW OF THE 5th GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027

2. PURPOSE

To table to the Council for consideration and approval the draft 4th review of the 5th Generation IDP 2022–2027, attached as **ANNEXURE A**, to be released for public input / comments.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality embarked on a public participation process in September 2025 to commence with the 4th review of the 5th Generation IDP 2022 – 2025. A consolidated report of community needs and input solicited from the public participation process was submitted to the Council on 26 November 2025 for consideration. This consolidated report served as baseline information in the IDP review process, in consultation with the internal departments.

The IDP review process was undertaken in accordance with Section 34(a)(i)(ii) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), which requires each municipal council to annually review its Integrated Development Plan aligned with an assessment of its performance measurements in terms of Section 41 of MSA and to the extent the changing circumstances so demand. Hence, considering the changing circumstances within the municipal environment, including the community's needs and priorities.

The draft 4th review of the 5th Generation IDP 2022 – 2027 informs the municipality's budget and specifies the municipality's intended plans to realise the vision, mission, strategic objectives, and needs of the community.

The municipal IDP must be reviewed annually to:

- assess the implementation progress made towards achieving the goals, objectives and implementation of development projects outlined in the IDP;
- for the municipality to identify any gaps or areas for improvement, allowing for revisions to be made to enhance service delivery and ensure effective and sustainable development; and
- communities are provided with an opportunity to review their community needs and to recommend changes to the ward priorities outlined in the municipality's IDP.

The public participation process for input / comments on the draft 4th review of the 5th Generation IDP 2022 – 2025 will commence from 07 – 28 April 2026. This process provides the community and stakeholders with the opportunity to submit input / comments on the draft 4th review of the 5th Generation IDP 2022 – 2025 for a period of not less than 21 days in terms of Chapter 4, Section 15(3) of the Local Government: Municipal Planning and Performance Management Regulations, 2001.

The public participation process does make provision for IDP and Budget open days from 08 – 15 April 2026, and one stakeholder engagement on 21 April 2026. The open days are clustered on an area-based approach, with transport made available to the community to the specified venues on the IDP and Budget open days schedule.

The open day schedule will be published in the local print media, on the municipal website and on the municipality's social media platforms. The municipality will make pamphlets and laudhailing services available to the ward councillors as per the requests already submitted.

The public participation platforms listed below will be made available to enable the community and stakeholders to submit their input and comments on the draft 4th review of the 5th Generation IDP 2022 – 2027:

- ✚ A link to an electronic submission form will be active from 07 – 28 April 2026 on the municipal website: www.stellenbosch.gov.za.
- ✚ The link to the electronic form will be broadcast via the municipal WhatsApp Channel, IDP WhatsApp line, and published on Facebook and X;
- ✚ 'IDP Submission Form' boxes and hard copy forms will be placed at ward offices and libraries; and
- ✚ Electronic written submissions may also be made via: email: idp@stellenbosch.gov.za; and WhatsApp: 067 427 1556.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 6.1

- (a) that the draft 4th review of the 5th Generation IDP 2022 – 2027 of Stellenbosch Municipality be approved in terms of Section 34 (a)(i)(ii) of the MSA for the purpose of obtaining public input and comments, attached as **ANNEXURE A**;
- (b) that an advertisement be placed on the official website of the municipality and the local newspaper notifying the public that the draft 4th review of the 5th Generation IDP 2022 – 2027 is open for public input and comments for a period of not less than 21 days in terms of Chapter 4, Section 15(3) of the Local Government: Municipal Planning and Performance Management Regulations, 2001; and
- (c) that the draft 4th review of the 5th Generation IDP 2022 – 2027 be submitted to the MEC for Local Government, Environmental Affairs and Development Planning, Western Cape: Department of Local Government, Western Cape: Provincial Treasury, the Cape Winelands District Municipality, and the Office of the Provincial Speaker for their comments.

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 – 808 8025
E-MAIL ADDRESS	geraldine.mettler@stellenbosch.gov.za
REPORT DATE	10 March 2026

6.2	REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2025/26
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Collaborator No: 802590
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 25 March 2026

1. SUBJECT:REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2025/26

2. PURPOSE

To obtain the Council's approval for the revision made to the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2025/26.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The first revised TL SDBIP 2025/26 was approved by the Council on 28 January 2026. It is common practice for a municipality, as provided for in the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), to review its performance indicators and targets after approving the adjustments budget.

A strikethrough and an underline, respectively, indicate all necessary changes that need deletion or amendment (for ease of reference). It should be noted that the TL SDBIP 2025/26 is the in-year plan of the municipality, and amendments made to the TL SDBIP 2025/26 must be read in conjunction with the Integrated Development Plan (IDP). Therefore, changes made in the Revised TL SDBIP 2025/26 are considered to be made in the IDP as well.

The reason for the amendment to the following Key Performance Indicator (KPI) is as follows:

- a) KPI002: The indicator description and the unit of measurement wording were revised to align with each other.

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

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 6.2

- (a) that the extract of the Revised TL Key Performance Indicator (KPI) of the TL SDBIP 2025/26 (page 5) be approved;
- (b) that the updated Revised TL SDBIP 2025/26 be published on the Municipal Website; and
- (c) that the updated Revised TL SDBIP 2025/26 be submitted to:
 - i. Internal Audit Unit (for notification);
 - ii Department of Local Government: Western Cape;

- iii Provincial Treasury: Western Cape;
- ii. Auditor General of South Africa; and
- iii. National Treasury.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 – 808 8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	18 March 2026

6.3	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2026/2027-2028/2029
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

25 March 2026

1. SUBJECT: MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2026/2027-2028/2029

2. PURPOSE

The purpose of this report is as follows:

- a) The Executive Mayor to table the Medium-Term Revenue and Expenditure Framework (inclusive of property rates charges and taxes, tariffs and service charges), annexures and proposed amendments to the budget related policies and other policies to Council for approval in terms of Section 16(2) of the Municipal Finance Management Act, (Act 56 of 2003).
- b) That Council specifically note and consider the need to take up external loans to fund critically needed refurbishment of infrastructure to the amount of R437 million of which over the MTREF R222 million will be required in year one, R100 million in year two and R115 million in year three (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirms draft approval of same in order for the Chief Financial Officer to attend to the necessary legislative requirements.

3. DELEGATED AUTHORITY

FOR APPROVAL BY MUNICIPAL COUNCIL

4. EXECUTIVE SUMMARY

BUDGET

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

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 6.3

- (a) that the Draft High Level Budget Summary, as set out in **APPENDIX 1 – PART 1 – SECTION C**; be approved for public release;
- (b) that the Draft Annual Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 1 – PART 1 – SECTION D**, be approved for public release;
- (c) that the three-year Capital Budget for 2026/2027, 2027/2028 and 2028/2029, as set out in **APPENDIX 1 – PART 2 – SECTION N**, be approved for public release;
- (d) that the proposed draft rates on properties in WCO24, tariffs, tariff structures and service charges for water, electricity, refuse, sewage and other municipal services, as set out in **APPENDIX 3**, be approved for public release;

- (e) that the proposed amendments to existing budget related policies, other policies and by-laws as set out in **APPENDICES 4 - 36**, be approved for public release;
- (f) that Council specifically note and consider the need to take up an external loan, needed for investment in income generating infrastructure to the amount of R437 million of which R222 million will be required in year one, R100 million in year two and R115 million in year three (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirm approval of same;
- (g) that Council specifically take note of the fact that the proposed electricity charges and tariff structure is subject to NERSA approval that could change materially; and
- (h) that Council takes note of MFMA circulars 132 that was published to guide the MTREF for 2026/2027 to 2028/2029 as set out in **APPENDICES 37**.

FOR FURTHER DETAILS CONTACT:

NAME	KEVIN CAROLUS
POSITION	DIRECTOR: FINANCIAL SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8528
E-MAIL ADDRESS	kevin.carolus@ Stellenbosch.gov.za
REPORT DATE	19 March 2026

6.4	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR 12 FEBRUARY 2026 TO 11 MARCH 2026
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

25 March 2026

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR 12 FEBRUARY 2026 TO 11 MARCH 2026

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 12 February 2026 to 11 March 2026.

RECOMMENDATION FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 6.4

that Council notes with the deviations approved for the month of 12 February 2026 to 11 March 2026.

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>03 March 2026</i>

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]
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7.1	COMMUNITY&PROTECTION SERVICES: (PC: CLLR S HENEKE)
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7.1.1	2026/2027 GRANT IN AID APPLICATIONS AND RECOMMENDED DONATIONS
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Collaborator No: 802083
 IDP KPA Ref No: Dignified Living
 Meeting Date: 25 March 2026

1. SUBJECT:2026/2027 GRANT IN AID APPLICATIONS AND RECOMMENDED DONATIONS

2. PURPOSE

To obtain Council's approval for Grant-in-Aid (GiA) applications and recommended donations for the financial year 2026-2027.

3. DELEGATED AUTHORITY

FOR DECISION BY MUNICIPAL COUNCIL

In terms of Municipal Finance Management Act (MFMA), Act (56 of 2003) Section 17. (3) (e) relating to content of annual budgets and supporting documents.

4. EXECUTIVE SUMMARY

The Grant-in-Aid policy aims to provide a framework for Grant-in-Aid to non-governmental organisations (NGOs), community-based organisations (CBOs), non-profit organisations (NPOs) or non-profit companies (NPC), Public Benefit Organisations (PBO's) and bodies that are used by government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by the Grant in Aid Policy approved at the Council Meeting in May 2025.

Grant in Aid is made possible through provisions in the MFMA and associated National Treasury Circular 131 using public funds. Legislation and municipal policy guiding Grant in Aid donations must meet all control measures as required by law when dealing with public funds. All decisions and processes relating to Sect 67 donations must be transparent and accountable to the public.

The recommendations were supported by the Grants Committee on 19-01-2026.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.1.1

- (a) that Council notes the organisations that are receiving funding are organisations or bodies serving the poor;
- (b) that Council notes that the Cat A donation allows for a maximum amount of R40 000 to be allocated per organisation;
- (c) that organisations who have NPO registration status as non-compliant, but which can be corrected be given the opportunity to do so;
- (d) that Council considers and approves the recommended donations to organizations as per attached detailed register; and
- (e) that the Accounting Officer certifies to the Auditor General that the compliance requirements in terms of section 67 (1) (a) of the MFMA are uneconomical and unreasonable for organisations receiving Cat A donation.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Michelle Aalbers</i>
POSITION	<i>Manager: Community Development</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>8408</i>
E-MAIL ADDRESS	<i>Michelle.aalbers@ Stellenbosch.gov.za</i>
REPORT DATE	<i>18/12/2025</i>

7.1.2	REQUEST FOR DEVIATION: STELLENBOSCH NIGHT SHELTER
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Collaborator No:	802086
IDP KPA Ref No:	Dignified Living
Meeting Date:	25 March 2026

1. SUBJECT: REQUEST FOR DEVIATION: STELLENBOSCH NIGHT SHELTER**2. PURPOSE**

To consider and make a recommendation on the request by the Stellenbosch Night Shelter to deviate from the council approved business plan and subsequent approved Grant in Aid donation for 2025/26.

3. DELEGATED AUTHORITY

For approval by Council.

4. EXECUTIVE SUMMARY

A Category B Grant in Aid application was approved for the Stellenbosch Night Shelter for the 2025/26 financial year to the value of R1 646 121,12. The donation was based on a business plan submitted by the applicant and included activities to ensure continuous services at the shelter which were in line with the municipal Grant in Aid policy. One of the activities were bookkeeping.

The committee of the Night Shelter has since made a decision that changed operations at the shelter. A request (**ANNEXURE A**) to deviate from the approved business plan to support their operational decision was received.

The Grants Committee considered the request (19-01-2026) and support the recommendation to council.

RECOMMENDATION FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.1.2

that the request to deviate from the approved business plan not be approved.

FOR FURTHER DETAILS CONTACT:

NAME	Michelle Aalbers
POSITION	Manager Community Development
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	8408
E-MAIL ADDRESS	Michelle.aalbers@stellenbosch.gov.za
REPORT DATE	09/12/2025

7.1.3	2USE OF A PORTION OF MOUNTAIN BREEZE CARAVAN PARK TO ESTABLISH THE CANINE UNIT KENNELS AS WELL AS DEPLOYMENT OFFICE FOR CANINE HANDLERS AND TRAINING AREA FOR THE TACTICAL RESPONSE UNIT OF LAW ENFORCEMENT
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good governance and compliance

25 March 2026

1. SUBJECT:USE OF A PORTION OF MOUNTAIN BREEZE CARAVAN PARK TO ESTABLISH THE CANINE UNIT KENNELS AS WELL AS DEPLOYMENT OFFICE FOR CANINE HANDLERS AND TRAINING AREA FOR THE TACTICAL RESPONSE UNIT OF LAW ENFORCEMENT

2. PURPOSE

To request Council approval for the use of a portion of Mountain Breeze caravan park for:

1. The establishment of a K9 Unit Deployment Facility and training area for the Tactical Response Unit (TRU).
2. The construction of:
 - Purpose-built kennels
 - A canine dip tank
 - A service dog training area
 - A Tactical Response training area
 - A deployment office
3. The connection of municipal services (water, sewage and electricity).
4. The phased establishment of a municipal service dog breeding programme to support internal capacity and other municipal K9 units, as requested by the Department of Police Oversight and Community Safety (POCS).
5. The portion of land identified will not impact on the current use of the caravan park and can still go ahead as council envisage.
6. The identified portion used for the K9 kennels and TRU training area, to operate as a stand-alone with no impact on established park.

3. DELEGATED AUTHORITY

For decision by Council.

4. EXECUTIVE SUMMARY

The Municipality continues to experience increasing operational demands relating to:

- Theft and vandalism of municipal infrastructure
- Drug-related activity
- Public order incidents
- High-risk law enforcement operations
- Illegal occupation and trespassing

The K9 Unit and Tactical Response Unit play a critical role in addressing these challenges. However, the absence of a dedicated, purpose-built operational facility limits the efficiency, training capacity and sustainability of these specialised units.

A portion of Mountain Breeze Caravan Park has been identified as a strategically suitable municipal site for the establishment of a K9 Unit and training facility for the Tactical Response and serve as a deployment hub.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.1.3

- (a) that Council approves the establishment of a K9 Unit deployment Facility and Tactical Response Unit training facility at Mountain Breeze Caravan Park;
- (b) that Council approves the construction of kennels, dip tank, service dog training area, Tactical Response training area, and K9 deployment office;
- (c) that Council Approves the connection of water, sewage and electricity services to the site;
- (d) that Council Supports the phased implementation of a municipal service dog breeding programme to strengthen internal capacity and assist other municipal K9 units, as discussed and requested by POCS;
- (e) that Council Mandates the relevant departments to submit detailed costing and implementation timelines for inclusion in the municipal budget process; and
- (f) that a Land Use Application be submitted after Council's approval to change the land use of the portion.

FOR FURTHER DETAILS CONTACT:

NAME	Charl Kitching
POSITION	Senior Manager: Protection Services
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	021 808 8815
E-MAIL ADDRESS	charl.kitching@stellenbsoch.gov.za
REPORT DATE	24 February 2026

7.1.4	CONSIDERATION BY SENIOR MANAGEMENT FOR THE PRIVATISATION OF THE STELLENBOSCH VEHICLE TESTING STATION AT STELLENBOSCH TRAFFIC SERVICES, IN STELLENBOSCH
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Collaborator No: 802598
 IDP KPA Ref No: Safest Valley
 Meeting Date: 25 March 2026

1. SUBJECT: CONSIDERATION BY SENIOR MANAGEMENT FOR THE PRIVATISATION OF THE STELLENBOSCH VEHICLE TESTING STATION AT STELLENBOSCH TRAFFIC SERVICES, IN STELLENBOSCH

2. PURPOSE

To obtain Council's approval to lease the VTS for ten (10) years and to consult with the public of Stellenbosch Municipality on the proposed leasing of the VTS.

3. DELEGATED AUTHORITY

For decision by the Stellenbosch Municipal Council in terms of Section 59 of the Local Government: Municipal Systems Act 2000 stipulates that: (1) "A municipal council must develop a system of delegations that will maximize administrative and operational efficiency and provide for adequate checks and balances and in accordance with that system.

4. EXECUTIVE SUMMARY

The Stellenbosch VTS currently operates at a financial loss to the municipality. The budget deficiencies over the past financial years for the Traffic Department can in part be attributed to the loss-making VTS. This is so as Regulation 139(1)(b) prohibits Local Government from setting its own tariffs. The Regulation gives the authority to the Provincial Minister responsible for transport. The relatively low tariffs imposed by the MEC resulted in losses incurred by the Municipality as the tariffs do not take the running cost of the facility into account.

Private testing stations are pardoned from predetermined tariffs set by the MEC, hence private operators' appetite to run VTSS.

If our recent visit to the Vredendal Municipality is anything to go by, Stellenbosch Municipality could make a profit from the facility for the first time. Vredendal Municipality has been leasing its facility to the private sector for more than 10 years.

Furthermore, another municipality, namely Mossel Bay Municipality, has also been leasing its facility to the private sector for more than 20 years.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.1.4

- (a) that the Council approves leasing the facility using a tender process in terms of the Supply Chain Management Regulations and Policy for a period of 10 years to be utilized for a VTS;
- (b) that Council consult the community of Stellenbosch in terms of section 16 of the MSA, act 32 of 2000, before going out on tender by placing a notice in the local newspaper and on the Municipality's website; and
- (c) that both license holders and non-license holders are invited to tender, but that preference will be given to license holders through a point system.

FOR FURTHER DETAILS CONTACT:

NAME	Gavin Solomons
POSITION	Chief: Traffic Services
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	021 808 8801
E-MAIL ADDRESS	Gavin.Solomons@ Stellenbosch.gov.za
REPORT DATE	25 February 2026

7.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR N OLAYI]
7.2.1	ADOPTION OF THE STELLENBOSCH MUNICIPALITY SPORT ASSET MANAGEMENT POLICY

Collaborator No: 802599
 IDP KPA Ref No: Good Governance
 Meeting Date: 25 March 2026

1. SUBJECT: ADOPTION OF THE STELLENBOSCH MUNICIPALITY SPORT ASSET MANAGEMENT POLICY

2. PURPOSE

Council to adopt the Stellenbosch Municipality Sport Asset Management Policy that includes the standardised User Agreement framework that is applicable to municipal sport facilities.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Stellenbosch Municipality owns and manages a portfolio of sport and recreation facilities across the municipal area (WC024). These facilities are strategic community assets that contribute to social cohesion, youth development, health promotion, and economic activity.

The Sport Asset Management Policy provides a structured governance framework to:

- Regulate the use and management of municipal sport assets.
- Clarify the roles and responsibilities of the Municipality, Sport Councils, and the Stellenbosch Sport and Recreation Association (SSRA).
- Strengthen financial accountability and reporting requirements.
- Align asset management practices with national legislation and municipal strategies.
- Standardize User Agreements replacing historical lease-based arrangements.

The policy consolidates existing practices under the approved hybrid Sport Facility Management Model (29 July 2020) and enhances compliance with the Municipal Finance Management Act (MFMA) and related legislation.

MAYORAL COMMITTEE MEETING:2026-03-25: ITEM 7.2.1

RESOLVED

that this item is withdrawn from the agenda.

FOR FURTHER DETAILS CONTACT:

NAME	Albert van der Merwe
POSITION	Senior Manager Community Services
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	021 808 8165
E-MAIL ADDRESS	Albert.Vandermerwe@ Stellenbosch.gov.za
REPORT DATE	03 March 2026

7.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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7.3.1	RETURN ITEM: DISPOSAL OF ERF 748 FRANSCHHOEK
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

25 March 2026

1. SUBJECT: RETURN ITEM: DISPOSAL OF ERF 748 FRANSCHHOEK

2. PURPOSE

To provide feedback and obtain Council's final approval for the sale of erf 748 Franschhoek situated in Cabriere Street in Franschhoek.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

On 30 July 2024 Council considered an application by GH Building Supplies to lease Erf 748 Franschhoek for private business purposes. It was however resolved that the property was not needed to provide basic municipal services and that same should be sold on auction and a valuation needs to be obtained to determine a fair market value. A valuation report was obtained, and the auctioneer was instructed to proceed with the auction.

On 31 March 2025 an auction was held at the property by Ikapa Auctioneers and the highest bid received on the day was from Space Link Capital (Pty) Ltd in the amount of R2.55 million. The purchaser was able to pay the deposit on the day to secure the purchase.

An item was before Council for consideration of the offer on 30 April 2025. Council resolved, *inter alia*, that the offer cannot be accepted as it is not market related and granted the purchaser the opportunity to make a higher offer. The purchaser initially indicated that they are willing to make a higher offer but, in the end, decided to not make a higher offer.

A further auction was held on 13 July 2025 and the highest bid received on the day was R2 950 000.00, which offer is market related. The purchaser has made the offer subject to the following three conditions:

1. The Municipality needs to ensure that there is water services supplied to the property;
2. Confirmation that 3-phase power (80kVA) will be provided to the property; and
3. The cell phone tower on the property needs to be removed within three months of accepting the offer.

Council needs to consider whether or not they are accepting the offer and suspensive conditions and continuing with the sale of the property, alternatively provide guidance on the way forward with the property. It is important to note that the connection of services is usually for the account of the owner of the property and not the Municipality.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.3.1

- (a) that Council takes note of the auction of Erf 748 Franschoek which was held on 31 March 2025;
- (b) that Council accepts the offer received from Altitude Property Investments (Pty) Ltd which is attached to the item as APPENDIX 2 and approves the sale of Erf 748 Franschoek, subject to the costs of the connection of the required services being for the account of the buyer; and
- (c) that Council confirms that Helios Towers be informed that the lease agreement is terminated and that the telecommunications tower needs to be deconstructed.

FOR FURTHER DETAILS CONTACT:

NAME	Yolande van den Berg
POSITION	<i>Head: Contract Management</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021-8088073</i>
E-MAIL ADDRESS	Yolande.vandenberg@ Stellenbosch.gov.za
REPORT DATE	<i>23/02/2026</i>

7.3.2	REVIEW AND RESCISSION OF SEVERAL IN-PRINCIPLE APPROVALS TO LEASE MUNICIPAL OWNED PROPERTIES
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

25 March 2026

1. SUBJECT: REVIEW AND RESCISSION OF SEVERAL IN-PRINCIPLE APPROVALS TO LEASE MUNICIPAL OWNED PROPERTIES

2. PURPOSE

For Council to review and rescind several in-principle approvals for the leasing of Municipal Properties due to the approval being given by the Executive Mayor in consultation with the Executive Mayoral Committee and since no competitive process was followed.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

In May 2025 the Municipality received written comments from National Treasury on one of the applications to lease Municipal owned land. In essence Treasury is saying the following:

1. The fact that the Policy on the Management of Stellenbosch Municipality's Immovable Property makes provision for deviation from the competitive process is not in line with the Municipal Finance Management Act and the Municipal Asset Transfer Regulations. In terms of legislation deviation from the competitive process is not allowed and all disposals of Municipal land should have been dealt with in a fair and competitive manner; and
2. The delegation given to the Executive Mayor in consultation with the Executive Mayoral Committee to decide on the disposal of Municipal owned property for a period less than ten years is in contradiction with the Municipal Finance Management Act. This delegation was created and accepted by Council in the updated System of Delegations in June 2022. This delegation is unlawful and should be removed from the System of Delegations as the decision to dispose of municipal land can only be made by Council.
3. The delegation has allowed for the Executive Mayor in consultation with the Executive Mayoral Committee to make decisions which should have been dealt with under the Supply Chain Management Regulations. This delegation allowed for councillors to make decisions on supply chain processes which is strictly prohibited in terms of Section 117 of the Municipal Finance Management Act.

Several applications to lease Municipal land was considered by the Executive Mayor in consultation with the Executive Mayoral Committee and two by Council, and in-principle approvals were given pending the finalisation of a public participation process. All these approvals were given in contradiction with the Municipal Finance Management Act and Municipal Asset Transfer Regulations and therefore needs to be reviewed and rescinded. Due to severe staff shortages in the Property Management

Department over the last four years the public participation processes were not finalised and/or return items have not been prepared for final approval. Due to the fact that these approvals are not legal they cannot be implemented and therefore have to be rescinded. These in-principle approvals are for the following properties:

1. Stellenbosch Flying Club (Portion of Farm 502 Stellenbosch);
2. Stellenbosch Riding Club (Portion of Farm 502 Stellenbosch);
3. Technopark Parking (Portion of Erf 9190 Stellenbosch);
4. Happy Folks Parking (Portion of Erf 8116 Stellenbosch);
5. L'Abri Safehouse (Portion of Erf 3363 Stellenbosch);
6. Stellenbosch Animal Welfare (Portion of Farm 183 Stellenbosch);
7. Anglican Church La Motte (Erf 4 La Motte);
8. Joleen Pedro Shop (Portion of Erf 104 La Motte);
9. U-turn Homeless Shelter (Portion of Erf 235 Stellenbosch);
10. Mercedes Benz parking (Erf 52 Stellenbosch); and
11. Hanna Charity (Portion of Erf 7271 Stellenbosch); and
12. FLX-EV Mini-Bus Taxi Electric Charging Station (Portion of Erf 235 Stellenbosch)

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.3.2

- (a) that the Municipal manager and the Executive Mayor as a matter of urgency, engage with National Treasury through the office of the MEC for local government in the western cape;
- (b) that with the assistance of the office of the MEC deliberations be facilitated with National Treasury; and
- (c) that the outcome of these deliberations and the way forward be presented to Council.

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	2026/03/09

7.3.3	RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS AFTER THE PUBLICATION OF THE INFORMATION STATEMENT OF THE INTENTION TO DISPOSE OF A PORTION OF FARM 528 AND A PORTION OF FARM 529C STELLENBOSCH, ALSO FORMERLY KNOWN AS MOUNTAIN BREEZE CARAVAN PARK
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

25 March 2026

1. **SUBJECT: RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS AFTER THE PUBLICATION OF THE INFORMATION STATEMENT OF THE INTENTION TO DISPOSE OF A PORTION OF FARM 528 AND A PORTION OF FARM 529C STELLENBOSCH, ALSO FORMERLY KNOWN AS MOUNTAIN BREEZE CARAVAN PARK**

2. **PURPOSE**

To provide feedback to Council after a Public Participation Process was followed to advertise the intention of Council to dispose of portions of Farm 528 and 529C Stellenbosch, also known as Mountain Breeze Caravan Park.

3. **DELEGATED AUTHORITY**

Council.

4. **EXECUTIVE SUMMARY**

Mountain Breeze was a very successful caravan park which sometimes had up to 70 camping sites occupied over the weekend or school holidays. The previous tenant terminated her lease agreement in 2021 and the property has since then been mostly vacant and had no lease agreement in place since then. An item was prepared for Council to consider a way forward with the property in July 2021. At the Council meeting held on 28 July 2021, Council decided to provide an opportunity for the public to submit written inputs on the future use of portions of Farm 528 and 529 Stellenbosch, before deciding on a way forward. The public notice requested inputs on/before 3 September 2021. Various written submissions were received. After taking the comments received into consideration Council resolved on 30 March 2022 as follows:

- (a) that Council take note of all the proposals received;
- (b) that Council identifies Portions 528 and 529C, Stellenbosch as not currently needed for minimum municipal services;
- (c) that a call for proposal for development of the facilities for Cycling, hiking groups, an Eco-education and Adventure centre for school groups along with overnight facilities be advertised;
- (d) that the existing buildings and infrastructure be use for the above purpose;
- (e) that the facility to be leased for a period of 5 years; and
- (f) that successful lessee enter into a rental agreement with the municipality and be responsible for the security, maintenance and the payment of all services of the facility.

The administration reported to council in October 2024 that there are several challenges in implementing the Council resolution dated 27 March 2022. Council reviewed and rescinded the decision of 27 March 2022 and took a new decision:

26TH COUNCIL MEETING: 2024-10-30: ITEM 10.3.2

RESOLVED (majority vote with 3 abstentions)

- (a) that the Council resolutions taken on 2022-07-27 be reviewed and rescinded;
- (b) that Portions 528 and 529C, Stellenbosch (also known as Mountain Breeze Caravan Park) be identified as land not needed for basic Municipal Services;
- (c) that an information statement be prepared for approval by council to indicate Council's intention to sell the property on auction to the highest bidder and that the item and information statement returns to Council for approval of the information statement;
- (d) that provision be made for a fall-back clause if the buyer wants to sell the property within 10 years;
- (e) that the property must be used as per the current zoning and will be sold voetstoots; and
- (f) that an updated property valuation report be obtained before the item be resubmitted to Council.

A valuation report has been received by the administration and is attached to the item. The current zoning is agricultural. It is situated in a mainly agricultural area and opposite the airfield. It is also situated outside the urban edge.

An official Notice was published in Die Burger on 13 December and in Eikestad Nuus on 12 December 2025. Several comments were received from the public which is summarised hereunder as well as attached to the item for consideration by Council. The matter was before the Executive Mayoral Committee in February 2025 however the valuation report was not available and the item was returned to the administration to obtain a valuation report before the matter returned to Council.

Two very important aspects to note before Council can make a final decision is the following:

1. The administration has not had sight of the Title Deeds, and it is therefore not clear if there might be any restrictive conditions registered against the properties; and
2. This portion of Farm 529 has not been subdivided from the main farm and does not have a separate Title Deed and the property can therefore not be sold until a sub-division has been registered. This will have to be done before an auction can take place and the Municipality will have to attend to the application and costs of the sub-division.

Council should further take note that several families having been residing on the property for several years. They have constructed wooden homes (cabins) around the camp site area. There are also two permanent occupants residing in caravans or tents. These occupants have in the past offered to pay rent for the use of the property however the previous Director Corporate Services would not allow same as she was of the opinion that this will legalise the occupation. These occupants are therefore not making any contribution to the monthly expenses at the property, however they have indicated their willingness to do so.

In terms of the zoning there are too many structures on the property taking into consideration the fact that there are several other houses and chalets on the property.

It will therefore not be possible for the structures erected by the occupants to be approved by the building department. A further concern is the possible liability to the Municipality should something happen to one of the occupants or their structure, i.e. a tree falls on an occupant or person. Council should either decide whether to evict the 8 families from Mountain Breeze or legalise their occupation. Should the illegal occupation of the 8 families be legalised, the Municipality is on risk as these families will stay in structures that are illegal and building plans cannot be approved by the Municipality. Should their property or person be damaged these 8 families have potential legal/damages claims against the Municipality. Even if these 8 families provide indemnities to the Municipality, it will not have any legal standing as the structures erected on the property is illegal and cannot be legalise.

Should Council resolve to evict the 8 families the Municipality will have to provide emergency housing to the 8 families, should they be left destitute after an eviction order has been granted.

Council should consider a way forward with these occupants and decide on their future occupation of Mountain Breeze.

RECOMMENDATION FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.3.3

that this item be referred straight to Council for 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	2026/02/20

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

7.5	HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)
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7.5.1	ESTABLISHMENT OF A RENTAL HOUSING INFORMATION OFFICE (RHIO) AT STELLENBOSCH MUNICIPALITY
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Collaborator No: 802594
 IDP KPA Ref No: Good Governance
 Meeting Date: 25 March 2026

1. SUBJECT: ESTABLISHMENT OF A RENTAL HOUSING INFORMATION OFFICE (RHIO) AT STELLENBOSCH MUNICIPALITY

2. PURPOSE

To submit to Council for consideration the proposal by Western Cape Department of Infrastructure: Human Settlements Branch for the Stellenbosch Municipality to establish a Rental Housing Information Office (RHIO) (**APPENDIX 1 & 2**).

3. DELEGATED AUTHORITY

The delegated authority for the approval of establishment of additional functions on the organisational structure is Council.

4. EXECUTIVE SUMMARY

The Western Cape Department of Infrastructure: Human Settlements Branch through the Western Cape Rental Housing Tribunal (WCRHT) had various correspondence with the Office of the Municipal Manager and conducted a presentation to Directorate: Planning and Economic Development on the establishment of the Rental Housing Information Office (RHIO) by the Municipality. The WCHRT in their presentation explained that:

- WCHRT as a legislated institution whose role is to resolve rental housing disputes between landlords and tenants and to educate landlords and tenants about their rights and obligations.
- With the amendment of section 14 of the Rental Housing Act 50 of 1999, it is required that every local municipality establishes RHIOs to bring the services of the Tribunal closer to the citizens.
- They seek to identify areas of collaboration between WCHRT and the Municipality to market the services of the Tribunal through conducting public awareness sessions and community outreach programs.

RECOMMENDATION FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.5.1

that Council do not support the establishment of the Rental Housing Information Office in Stellenbosch Municipality.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Anthony Barnes</i>
POSITION	<i>Director Planning and Economic Development</i>
DIRECTORATE	<i>Planning and Economic Development</i>
CONTACT NUMBERS	<i>021-808 8493</i>
E-MAIL ADDRESS	<i>Anthony.Barnes@stellenboch.gov.za</i>
REPORT DATE	<i>16 March 2026</i>

7.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)
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7.6.1	DRAFT WASTE RECLAIMER STRATEGY FOR STELLENBOSCH MUNICIPALITY
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Green & Sustainable Valley

25 March 2026

1. SUBJECT: DRAFT WASTE RECLAIMER STRATEGY FOR STELLENBOSCH MUNICIPALITY

2. PURPOSE

Is to obtain approval for the Draft Waste Reclaimer Strategy to be implemented by the Municipality.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality, like other Municipalities in the country have informal waste reclaimers who reclaim waste from bins at households and businesses. These waste reclaimers can also be found on landfill, as in the case with Stellenbosch Municipality.

The National Government has accepted that waste reclaimers are a sector within waste management that needs to be formally recognised, supported, and integrated into the formal waste management sector. For this, national legislative requirements, particularly the National Environmental Management: Waste Act (2008), the National Waste Management Strategy (2020), and the Waste Reclaimer Integration Guideline for South Africa, mandates the progressive integration of informal waste reclaimers into formal waste and recycling systems

Waste reclaimers already play a critical and indispensable role in Stellenbosch's waste economy by recovering high-value recyclable materials from households, businesses and the municipal landfill, thereby reducing landfill disposal volumes, extending landfill lifespan and contributing to environmental protection and climate change mitigation. Despite this contribution, most reclaimers currently operate on the margins of the formal waste management system, without legal recognition, adequate infrastructure, occupational health and safety protection, or structured engagement with the Municipality.

The Draft strategy proposes a structured and phased approach to waste reclaimer integration, centred on strengthening and expanding the role of reclaimers through separation at source, improved market access and formal recognition. Key strategic interventions include the registration and accreditation of reclaimers, provision of identifiable uniforms and PPE, allocation of defined collection routes, establishment of safe and appropriately located sorting facilities, upgrading of landfill-based reclaimer facilities, and enhanced collaboration with Producer Responsibility Organisations, buy-back centres and private sector partners. The strategy also emphasises public awareness campaigns, by-law alignment, data sharing and inclusion of reclaimers as recognised stakeholders in municipal planning and decision-making processes.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.6.1

- (a) that the Mayoral Committee notes the draft Waste Reclaimer Strategy and supports that the Strategy be circulated for public comments;
- (b) that the draft Waste Reclaimer Strategy be recommended to Council to approve the public participation process ; and
- (c) that the relevant comments be incorporated into the document and resubmitted to Council for adoption.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Clayton Hendricks</i>
POSITION	Senior Manager: Waste Management
DIRECTORATE	INFRASTRUCTURE SERVICES
CONTACT NUMBERS	021 -808 8228
E-MAIL ADDRESS	<i>Clayton.hendricks@ Stellenbosch.gov.za</i>
REPORT DATE	25 February 2026

7.6.2	APPROVAL OF THE DRAFT WATER SERVICE DEVELOPMENT PLAN FOR 2025-2027 FOR PUBLIC PARTICIPATION
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Collaborator No: 802672
 IDP KPA Ref No: Good Governance & Compliance
 Meeting Date: 25 March 2026

1. SUBJECT: APPROVAL OF THE DRAFT WATER SERVICE DEVELOPMENT PLAN FOR 2025-2027 FOR PUBLIC PARTICIPATION

2. PURPOSE

To submit the proposed draft 2025-2027 Update of the Water Services Development Plan to Council for approval of the public participation process.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Water Services Development Plan contains provisions in support of basic human services, replacement and upgrading of old infrastructure, cleaned piped water, sanitation services and procedures relating to service connections to consumers, services specifications, compliance regulations and obligation matters relating to municipality's Constitutional obligation to effective service delivery, to all relevant legislation.

The Water Services Development Plan (WSDP) must be updated every five years in line with the 5th Generation IDP (Integrated Development Plan) (2022-2027) and 2022-2025 SDF (Spatial Development Framework) as directed by the Water Services Act (Act 108 of 1997) and regulations relating to the Revised Compulsory National Water and Sanitation Services Standards. Sections 12 and 13 of the Water Services Act (Act No 108 of 1997) place a duty on Water Services Authorities (WSA's) to prepare and maintain a WSDP, as part of the process of preparing and maintaining an IDP.

The attached version of the WSDP (2025-2027) aligns the previous WSDP with changes brought about by the continuous development and changes to the 5th Generation IDP and SDF.

A new WSDP will be designed once the new Council has debated and accepted the 6th Generation IDP in 2027 and will align to a 2027–2032-time span.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.6.2

- (a) that the content of the 2025-2027 WSDP be noted;
- (b) that the attached Draft Water Service Development Plan (2025-2027) be approved by Council for the purposes of public participation;
- (c) that the Department: Water and Wastewater Services invite public comment on the Water Services Development Plan (2025-2027) by means of a notice in the local media for 21 days;
- (d) that the draft WSDP be made available on the Municipal website for the public participation process; and
- (e) that Water Services Development Plan (2025-2027) return to Council after public comment has been considered and incorporated as necessary.

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	<i>Acting Senior Manager: Water & Wastewater Services</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8240</i>
E-MAIL ADDRESS	<i>deon.louw@ Stellenbosch.gov.za</i>
REPORT DATE	<i>22 February 2026</i>

7.7	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: CLLR J WILLIAMS)
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NONE

7.8	PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM :(PC: CLLR T KUMM)
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7.8.1	RENAMING OF THE NPK BUILDING
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Collaborator No: 801761
 IDP KPA Ref No: Valley of Opportunity
 Meeting Date: 25 March 2026

1. SUBJECT: RENAMING OF THE NPK BUILDING

2. PURPOSE

To obtain approval from Council to rename the NPK Building in terms of clause 12 of the Stellenbosch Municipality Policy for the Naming and Renaming of Streets, Public places, Natural areas, Artefacts and Council-owned building and Facilities, 2022 (**ANNEXURE A**).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Municipality, following the acquisition of the NPK building as a new municipal office facility and client service walk-in centre, initiated a collaborative public participation process to invite residents to submit name suggestions for the building. All submissions received were collated with a full list of proposed names (**ANNEXURE C**). This necessitated the Municipal Manager to establish a Municipal Renaming Committee to assess all the proposals received, against the criteria and rules as set out in the Policy in order to make recommendations to Council.

MAYORAL COMMITTEE MEETING:2026-03-25: ITEM 7.8.1

RESOLVED

that this item is withdrawn from the agenda.

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	Municipal.manager@ Stellenbosch.gov.za
REPORT DATE	11 February 2026

7.8.2	FEEDBACK ON OUTSOURCING OF INFORMAL TRADING HUBS
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Collaborator No:	802083
IDP KPA Ref No:	Valley of Opportunity
Meeting Date:	25 March 2026

1. SUBJECT: FEEDBACK ON OUTSOURCING OF INFORMAL TRADING HUBS**2. PURPOSE**

To report to Council on the implementation progress made by the appointed non-profit organisations during the initial six-month period of operation and to obtain approval for the extension of the agreements for the continued management and activation of the Cloetesville and Ida's Valley Informal Trading Hubs.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Council previously approved the temporary use of the Cloetesville Informal Trading Hub by Transform Cloetesville Together NPC (TCT) and the Ida's Valley Informal Trading Hub by Ida's Valley Community Trails NPC for an initial six-month period.

The intention of the temporary agreements was to allow the organisations to activate the facilities, test operational models and demonstrate their ability to utilise the municipal infrastructure as community economic hubs supporting informal traders and community activities.

During the initial implementation period both organisations have introduced a number of initiatives including community markets, events, vendor coordination, tourism activities and maintenance programmes. These activities have improved the utilisation of the facilities which were previously underutilised.

Based on the progress achieved during the initial period, it is recommended that Council approve the extension of the agreements to allow the organisations to further stabilise the initiatives and continue developing the facilities into sustainable community economic hubs.

MAYORAL COMMITTEE MEETING:2026-03-25: ITEM 7.8.2**RESOLVED**

that this item is withdrawn from the agenda.

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	12 March 2026

7.8.3	CONSIDERATION OF SERVICE DELIVERY MECHANISMS FOR THE PROVISION OF THE TOURISM FUNCTION FOR STELLENBOSCH MUNICIPALITY
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Collaborator No: 802595
 IDP KPA Ref No: Good Governance
 Meeting Date: 25 March 2026

1. SUBJECT: CONSIDERATION OF SERVICE DELIVERY MECHANISMS FOR THE PROVISION OF THE TOURISM FUNCTION FOR STELLENBOSCH MUNICIPALITY

2. PURPOSE

To present to Council the findings of the Section 78(3) feasibility study and to consider the appropriate service delivery mechanism for the tourism function in Stellenbosch Municipality (WC024).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Section 78 feasibility study considered the current service delivery arrangement and alternative mechanisms for the provision of the municipal destination marketing and tourism functions within the Stellenbosch Municipal area. The study was undertaken in compliance with the Municipal Systems Act and applied a mixed-method approach, combining financial analysis, operational assessment, performance review and institutional capacity evaluation.

The analysis indicates that, under current conditions, an external service delivery mechanism demonstrates comparatively lower operational costs and greater short-term flexibility than an internal delivery option.

Operational and performance assessments demonstrate that the external model has evolved beyond traditional marketing into a broader tourism service delivery role, incorporating visitor information centers, safety programmes, event coordination, sector development and reporting aligned to municipal objectives. This reflects the maturation of the tourism function rather than inefficiency or duplication.

The assessment indicates that internal delivery would present material challenges at this time, primarily due to institutional capacity constraints, skills availability and projected cost implications. An external service delivery mechanism is identified as the most viable option under current conditions, subject to strengthened governance, performance monitoring and contractual arrangements.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.8.3

- (a) that Council takes note of the Feasibility Study which was advertised for a period of thirty (30) days;
- (b) that Council take note of the public comments in support of the external model submitted during the public participation process;
- (c) that Council take note that no feedback was received from the South African Municipal Workers' Union via the Local Labour Forum;
- (d) that Council note the feedback from the Independent Municipal and Allied Trade Union via the Local Labour Forum and notes the response from the Municipal Manager;
- (e) that Council take note of the recommendations from the Feasibility Study as listed under clause 6.2 of the Item; and
- (f) that Council authorises the Municipal Manager to advertise the tender for the appointment of an external service provider(s) to deliver the tourism function on behalf of Stellenbosch Municipality for a fixed term of three (3) years.

FOR FURTHER DETAILS CONTACT:

NAME	Lesley van Gensen
POSITION	<i>Manager: Economic Development and Tourism</i>
DIRECTORATE	<i>Planning and Economic Division</i>
CONTACT NUMBERS	021 808 8179
E-MAIL ADDRESS	Lesley.vangensen@ Stellenbosch.gov.za
REPORT DATE	March 2026

7.9	RURAL MANAGEMENT: (PC: CLLR C MANUEL)
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7.9.1	REQUEST TO UNDERTAKE THE PROCESS OF ADVERTISING VACANT MUNICIPAL AGRICULTURAL LAND TO SMALL SCALE FARMERS AS IN TERMS OF THE POLICY FOR THE MANAGEMENT OF MUNICIPAL AGRICULTURAL LAND
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

25 March 2026

1. **SUBJECT: REQUEST TO UNDERTAKE THE PROCESS OF ADVERTISING VACANT MUNICIPAL AGRICULTURAL LAND TO SMALL SCALE FARMERS AS IN TERMS OF THE POLICY FOR THE MANAGEMENT OF MUNICIPAL AGRICULTURAL LAND**

2. **PURPOSE**

To obtain approval to advertise Portions 502BH 7 and 8, and Portion 502W, vacant municipal agricultural land, to small-scale farmers in accordance with the Policy for the Management of Municipal Agricultural Land

3. **DELEGATED AUTHORITY**

Council.

4. **EXECUTIVE SUMMARY**

Stellenbosch Council adopted the "Policy for the Management of Municipal Agricultural Land (2016)" with the objective of making municipal agricultural land available to emerging farmers. This item deals with the first step in the process, namely the advertising of the identified land portions. Following the advertising process, applications will be evaluated by the Operational Committee, after which a further report will be submitted to Council to consider and approve the allocation of the vacant municipal land portions to the successful applicants.

MAYORAL COMMITTEE MEETING:2026-03-25: ITEM 7.9.1

RESOLVED

that this item is withdrawn from the agenda.

NAME	Mark Harris
POSITION	Senior Economic Development Officer
DIRECTORATE	Planning and Economic Development
CONTACT NUMBERS	021 808 8159
E-MAIL ADDRESS	<u>Mark.Harris@ Stellenbosch.gov.za</u>
REPORT DATE	17 March 2026

7.10	MUNICIPAL MANAGER
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7.10.1	ADOPTION OF THE REVISED STRATEGIC AND OPERATIONAL RISK REGISTER FOR THE 2025/2026 FINANCIAL YEAR
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

25 March 2026

1. SUBJECT: ADOPTION OF THE REVISED STRATEGIC AND OPERATIONAL RISK REGISTER FOR THE 2025/2026 FINANCIAL YEAR

2. PURPOSE

To submit the Revised Strategic and Operational Risk Register for the 2025/2026 financial year for Council approval.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The current crisis in the Middle East, which intensified in March 2026, has fundamentally altered the global risk landscape, necessitating an immediate and comprehensive revision of the Strategic Risk Register. This dispute has transcended the boundaries of a regional geopolitical conflict to become a major structural economic shock, creating a "new normal" that directly threatens the continuity and financial sustainability of municipal operations.

The escalation in evictions across the municipal area, compounded by a severe shortage of Temporary Emergency Accommodation (TEA), poses a certain risk for the municipality. Municipalities bear a mandatory constitutional obligation to provide alternative housing for vulnerable evictees.

MSCOA (Municipal Standard Chart of Accounts) is a uniform financial reporting framework aimed at enhancing transparency, accountability, and financial management within South African municipalities. While it has significant benefits, its implementation also poses emerging risks.

These risks are addressed in the revised Strategic and Operational Risk Register (**ANNEXURE A**).

RECOMMENDATION FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2026-03-25: ITEM 7.9.10

that Council approves the Strategic and Operational Risk Register (**ANNEXURE A**) for the 2025/2026 financial year.

NAME	Helena Priem
POSITION	Chief Risk Officer
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	8157
E-MAIL ADDRESS	helena.priem@ Stellenbosch.gov.za
REPORT DATE	19 March 2025

8.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

9.	URGENT MATTERS
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NONE

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

Meeting adjourned at 10:30

CHAIRPERSON:

DATE:

Confirmed on

6.	STATUTORY MATTERS
6.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR 11 MARCH 2026 TO 09 APRIL 2026

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

15 April 2026

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR 11 MARCH 2026 TO 09 APRIL 2026

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 11 March 2026 to 09 April 2026.

5. RECOMMENDATION

that Council notes with the deviations approved for the month of 11 March 2026 to 09 April 2026.

6. DISCUSSION / CONTENTS

6.1. Background/Legislative Framework

The regulation applicable is as follows:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations

Deviation from and ratification of minor breaches of, procurement processes

36. (1) A supply chain management policy may allow the accounting officer.

(a) To **dispense with the official procurement processes** established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only

(i) in an emergency.

(ii) if such goods or services are produced or available from a single provider only.

(iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile.

(iv) acquisition of animals for zoos; or

(v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and

(b) to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

(2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and **report them to the next meeting of the council**, or board of directors in the case of a municipal entity and include as a note to the annual financial statements.

6.2. Discussion

Reporting the deviations as approved by the Accounting Officer for 11 March 2026 to 09 April 2026:

No deviations were approved as indicated below:

6.3 Legal Implications

The regulation applicable is:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations: Deviations from and ratification of minor breaches of, procurement processes.

6.4 Staff Implications:

No staff implications

6.5 Previous / Relevant Council Resolutions:

None.

6.6 Risk Implications

That the market may not be tested.

The measures in place to deal with deviations mitigate the risk to an acceptable level. The auditor general also audit the deviations during the yearly audit.

6.7 Comments from Senior Management:

The item was not circulated for comment except to Municipal Manager

6.7.1 Municipal Manager

Supports the recommendations.

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	<i>Dalleel Jacobs</i>
<i>POSITION</i>	<i>Senior Manager SCM</i>
<i>DIRECTORATE</i>	<i>Finance</i>
<i>CONTACT NUMBERS</i>	<i>021 808 8137</i>
<i>E-MAIL ADDRESS</i>	<i>Dalleel.Jacobs@ Stellenbosch.gov.za</i>
<i>REPORT DATE</i>	<i>02 April 2026</i>

6.2	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 3 (01 JANUARY 2026 – 31 MARCH 2026)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Financial Sustainability

15 April 2026

1. SUBJECT:OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 3 (01 JANUARY 2026 – 31 MARCH 2026)

2. PURPOSE

To submit to Management a report for the period 01 January 2026 – 31 March 2026 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 2025/2026 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.

5. RECOMMENDATIONS

- (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.

6 DISCUSSION/CONTENTS

6.1 Background

SCM must report within 10 days before the end of each quarter on the implementation of the SCM System.

6.2 Constitutional and Policy Implications

Paragraph 2(1) of Council's SCM Policy determines that all officials and other role players in the supply chain management system of the Stellenbosch Municipality must implement the SCM Policy in a way that gives effect to section 217 of the Constitution and Part 1 of Chapter 11 of the Municipal Finance Management Act (56 of 2003) and other applicable provisions of the Act; is fair, equitable, transparent, competitive and cost-effective; complies with the Regulations and any norms and standards that may be prescribed in terms of section 168 of the MFMA; is consistent with other applicable legislation; does not undermine the objective for uniformity in supply chain management systems between organs of state in all spheres; and is consistent with national economic policy concerning the promotion of investments and doing business with the public sector.

Paragraph 6(1) of the Supply Chain Management Policy of Council determines that the Council of Stellenbosch municipality reserves the right to maintain oversight over the implementation of the SCM Policy as approved and amended from time to time. Paragraph 6(3) of the above stated Policy determines that the Accounting Officer must within 10 days of the end of each quarter; submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor.

6.3 Environmental implications

None.

6.4 Financial Implications

The financial implications are the transactions for the procurement of goods and services that were processed during the 01 January 2026 – 31 March 2026 and the payments that will derive from these commitments.

6.5 Legal Implications

The Municipal Finance Management Act (section 112) stipulates that the SCM Policy should comply with a prescribed framework as set out in section 112(1) and section 112(2) that stipulates that the regulatory framework for the municipal supply chain management must be fair, equitable, transparent, competitive, and cost-effective. Reporting back in terms of paragraph 6(3) of the SCM Policy 2025/2026 to the Executive Mayor and Council on the implementation of the supply chain management system and processes enables the Executive Mayor and Council to maintain the oversight role over the implementation of the SCM Policy as approved by Council.

6.6 Staff Implications

None.

6.7 Previous / Relevant Council Resolutions

None.

APPENDICES

ANNEXURE A: Report for the period 01 January 2026 – 31 March 2026 on the Implementation of Council's Supply Chain Management Policy

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	<i>Dalleel Jacobs</i>
<i>CONTACT NUMBERS</i>	<i>8137</i>
<i>E-MAIL ADDRESS</i>	<i>Dalleel.Jacobs@Stellenbosch.gov.za</i>
<i>DIRECTORATE</i>	<i>Supply Chain Management</i>
<i>REPORT DATE</i>	<i>02 April 2026</i>

ANNEXURE A

STELLENBOSCH MUNICIPALITY

IMPLEMENTATION OF SYSTEM – SUPPLY CHAIN MANAGEMENT

SECTION 6 (3) OF SCM REGULATIONS: OVERSIGHT ROLE OF COUNCIL OVER THE IMPLEMENTATION OF SCM POLICY

PERIOD: 01 JANUARY 2026 – 31 MARCH 2026

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLE-MENTED	COMMENTS
3(1)(a)	Prepare and submit a draft supply chain management policy complying with regulation 2 to the council of the municipality for adoption.	Accounting Officer	Chief Financial Officer	YES	Done
3(1)(b)	Review at least annually the implementation of the policy.	Accounting Officer	Chief Financial Officer	YES	Done
3(1)(c)	Submit, when considered necessary, proposals for amendment of the policy by the Council.	Accounting Officer	Chief Financial Officer	YES	The SCM Policy is part of the budget related policies that are annually reviewed, and we implemented the new Preferential Point system.
3(2)(a)	Make use of any Treasury guidelines determining standards for municipal supply chain management policies and submit to the council that guidelines standard or modified version therefore, as a draft policy.	Accounting Officer	Chief Financial Officer	YES	All NT guidelines are included in standard documents and the municipalities SCM policy is aligned with the Model SCM policy of NT.
3(2)(b)	Ensure that a draft policy submitted to council that differs from the guideline standard complies with Regulation 2.	Accounting Officer	Chief Financial Officer	YES	Not Applicable
3(1)(c)	Report any deviation from the guideline standard to the National Treasury and relevant provincial treasury	Accounting Officer	Chief Financial Officer	YES	Not Applicable
3(4)	Must, in terms of section 62(1) (f) ((iv) take all reasonable steps to ensure that the municipality has and implements a supply chain management policy as set out in Regulation 2	Accounting Officer	Chief Financial Officer	YES	Done

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
5(2)(a)	Make a final award above R10 million (VAT included).	Accounting Officer (after considering recommendation of Bid Adjudication Committee)		YES	In the third quarter, there were two (2) final awards above R10 million.
5(2)(b)	Make a final award above R 300 000.00 (VAT included) but not exceeding R10 million (VAT included).	Accounting Officer	Bid Adjudication Committee	YES	In the third quarter, there were ten (10) final awards above R300 000.00 but not exceeding R10 million.
5(2)(c)	Make a final award not exceeding R300 000.00(VAT included) including the appointment of consultants	Accounting Officer	CFO and Senior Manager - SCM and Senior Accountants	YES	Operational Delegations are in place with clear segregation of duties as stipulated in MFMA section 115 (b)
5(3)	Submit to the officials referred to in regulation 5(4) within five days of the end of each month a written report containing particulars of each final award, except procurements made out of petty cash, made during that month, including – (a) the amount of the award. (b) The name of the person to whom the award was made. (c) The reason why the award was made to that person; and (d) the BEE/HDI status of that entity/person.	Bid Adjudication Committee (refer regulation 5(4)(a) Chief Financial Officer – 5(4)(b)	Chief Financial Officer Senior Manager SCM	YES	The awards made were submitted on the following dates within this quarter: 03 February 2026 03 March 2026 02 April 2026
6(1)	Maintain oversight over the implementation of the supply chain management policy	Municipal Council		YES	The Supply Chain Management policy was submitted to council in the last quarter of the previous financial year as part of the Budget Related policies as well as during the first quarter.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
6(2)(a)(i)	Submit a report to the council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality.	Accounting Officer		YES	Done
6(2)(a)	Immediately submit a report to the council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report from any municipal entity as envisaged by this Regulation 6(2)(a)(iii)	Accounting Officer		N/A	To date no serious or material problems occurred in implementing the SCM policy.
6(3)	Submit a report to the mayor of the municipality within ten days of each quarter on the implementation of the supply chain management policy.	Accounting Officer	Chief Financial Officer	YES	Done.
7(1)	Establish a supply chain management unit.	Accounting Officer	Chief Financial Officer	YES	Unit operates under the direct supervision of CFO
12(1)	<u>Direct that:</u> a) cash purchases up to transaction value as defined in Council's Petty Cash policy b) one verbal quotation be obtained for any specified procurement of a transaction value lower than R2,000 (VAT included) c) Formal written price quotations for procurement of goods and/or services of a transaction value between R 2, 000.00 and R 300 000.00 (VAT included) d) A competitive bidding process be followed for any specific procurement of a transaction value higher than R300 000.00	Accounting Officer	Operational delegations in place	YES	The SCM unit is responsible for procurement within these thresholds. Delegations approved and signed by the relevant officials.
12(2)(a)	Allow the Accounting Officer to lower, but not to increase, the different threshold values specified in sub regulation (1).	Accounting Officer	Chief Financial Officer	YES	Delegated officials act within delegated thresholds.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
14(1)(a)(ii)	Invite prospective providers of goods and services at least once a year through newspapers commonly circulating locally, the website of the municipality	Accounting Officer	Senior: Manager SCM	YES	Done
14(1)(b)	Specify the listing criteria for accredited prospective providers.	Accounting Officer	Chief Financial Officer	YES	Listing criteria are contained within the registration form.
14(1)(c)	Disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.	Accounting Officer		YES	SCM consult National Treasury's database of defaulters before awarding tenders and quotations.
14(2)	Update the list of prospective providers at least quarterly to include any additional prospective providers and any new commodities or types of services.	Municipal Council	Chief Financial Officer	YES	Done
15	Requesting reconciliations on petty cash purchases on a monthly basis.	Chief Financial Officer	Manager: Expenditure section	YES	Done
16(c)	If it is not possible to obtain at least three written quotations, record and report quarterly to the accounting officer, or another official designated by the accounting officer, the reasons for this.	Accounting Officer	Chief Financial Officer	YES	This section has been repealed.
16(e)	Record the name of potential providers requested to provide written quotation with their quoted prices.	Accounting Officer	Chief Financial Officer	YES	This section has been repealed
17(1)(c)	Approve the recorded reasons for not obtaining at least three written price quotations.	Chief Financial Officer	Senior Manager SCM & CFO: below R200,000 Accountants: Acquisitions, Contracts and SCM: Accountant Demand and Chief Buyer: below R200,000	YES	Reports were submitted on the following dates within this quarter: 03 February 2026 03 March 2026 02 April 2026

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
17(1)(d)	Record the names of the potential formal written price quotation providers and their written quotations.	Accounting Officer	Senior Manager: Supply Chain Management	YES	
17(2)	Report to the CFO within three days at the end of the month on any approvals given during that month by that the designed official referred to in sub-regulation (1) (c).	Chief Financial Officer	Senior Manager: Supply Chain Management	YES	
18 (a)	All requirements in excess of R30,000 (VAT included) by means of formal written price quotations should be advertised for at least 7 days on the website and municipal official website.	Chief Financial Officer	Senior Manager: Supply Chain Management	YES	Done
18 (b)	When using the list of accredited prospective providers, it should promote ongoing competition amongst providers by inviting providers to submit quotations on a rotational basis.	Chief Financial Officer	Senior Manager: Supply Chain Management	YES	Done
18(c)	We must take all reasonable steps to ensure that the procurement of goods and services through written quotations or formal written price quotations is not abused.	Accounting Officer	Chief Financial Officer	YES	Quotations and Formal written quotations are placed on the website and only opened on the closing date and time and mitigate the risks during the call for quotations.
18(d)	Notify the Accounting Officer or CFO in writing on a monthly basis of all written quotations and formal written price quotations accepted by the official acting in terms of a sub-delegation	Chief Financial Officer	Senior Manager: Supply Chain Management	YES	Reports were submitted on the following dates within this quarter: 03 February 2026 03 March 2026 02 April 2026
22 (b) (i)	The publication notice must contain the closure date for the submission of bids, which may not be less than 3 weeks in case of transactions over R10m (VAT included), or which are of long-term nature, or 14 days in any other case, from date on which the advertisement is placed in a newspaper.	Accounting Officer	Bid Specifications Committee	YES	For the third quarter, sixty-nine (69) tenders specifications served before the Bid Specifications committee.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
22(2)	The Accounting Officer may determine the closure date for the submission of bids which is less than the 30 days or 14 days requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or any exceptional case where it is impractical or impossible to follow the official procurement process.	Accounting Officer		YES	None
23(a) (i)(ii)	The handling, opening and recording of bids should be (i) be opened in public (ii) must be opened at the same time and as soon as possible after the period for the submission of bids has expired;	Accounting Officer	Senior Manager: Supply Chain Management	YES	Done
23 (c)	(ii) make the register available for public inspection (iii) publish the entries in the register and the bid results on the website of the municipality	Accounting Officer	Senior Manager: Supply Chain Management	YES	Done
24(1)	Negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation – (a) does not allow any preferred bidder a second or unfair opportunity. (b) is not to the detriment of any other bidder; and (c) does not lead to a higher price than the bid submitted. Minutes of such negotiations must be kept.	Accounting Officer	Relevant user department Head of Department or Director	YES	Provision for the signing of a Form of Tender/Service Level Agreement with successful vendors is being made in the tender documents.
26(1)(b)	Appoint the members of the bid specification, evaluation and adjudication committees, taking into account Section 117 of the MFMA.	Accounting Officer		YES	Done

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
26(1)(c)	Appoint a neutral or independent observer to a bid specification, evaluation or adjudication committee for an attendance and oversight process when this is appropriate for ensuring fairness and promoting transparency.	Accounting Officer		N/A	Not Applicable
26(3)	Apply the committee system to formal written price quotations.	Accounting Officer		N/A	Committee system is applied for goods/services above R300 000.00
27(1)	Compile specifications for the procurement of goods and services by the municipality.	Accounting Officer	Bid Specifications Committee, upon the advice of the relevant user department	YES	The Director signs for items to serve on the Specification committee.
27(2)(g)	Approve specifications compiled by the bid specification committee prior to publication of the invitation for bids.	Accounting Officer	Bid Specifications Committee, upon the advice of the relevant user department	YES	The specifications are accompanied by a questionnaire that the relevant department must complete. Meetings are held according to pre-determined schedule.
28(1)(a)	Evaluate bids in accordance with – (i) the specifications for a specific procurement; and (ii) The points system as must be set out in the supply chain management policy of the municipality in terms of Regulation 27(2)(f) and prescribed in terms of the Preferential Procurement Policy Framework Act. (iii)	Accounting Officer	Bid Evaluation Committee upon advice of the relevant user department.	YES	Have regular BEC meetings.
28(1)(b)	Evaluate each bidder's ability to execute the contract.	Accounting Officer	Bid Evaluation Committee, upon advice from SCM	YES	Currently part of the Standard Evaluation Report
28(1)(c)	Check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears.	Accounting Officer	Bid Evaluation Committee	YES	It has a screening list that must be completed.
28(1)(d)	Submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter.	Bid Evaluation Committee		YES	Currently part of the Standard Evaluation Report

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
29(1)(a)	Consider the report and recommendations of the bid evaluation committee.	Accounting Officer	Bid Adjudication Committee	YES	In the third quarter there were seven (7) BAC meetings
29(1)(b)(i)	For bids above R10 million, SCM BAC will make recommendation to the Municipal Manager to make the final award.	Accounting Officer		YES	In the third quarter there were two (2) final awards above R10 million.
29(1)(b)(ii)	Make another recommendation to the accounting officer on how to proceed with the relevant procurement.	Accounting Officer		YES	None.
29(3)	Appoint the chairperson of the bid adjudication committee.	Accounting Officer		YES	Done
29(5)(a)	<p>If a bid adjudication committee decides to award a bid other than the one recommended by the bid evaluation committee, the bid adjudication committee must prior to awarding the bid –</p> <p>(i) check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears; and</p> <p>(ii) notify the accounting officer.</p>	Bid Adjudication Committee		YES	None
29(5)(b)	<p>(i) After due consideration of the reasons for the deviation, ratify or reject the decision of the bid adjudication committee referred to in Regulation 29(5)(a); and</p> <p>(ii) If the decision of the bid adjudication committee is rejected, refer the decision of the adjudication committee back to that committee for reconsideration.</p>	Accounting Officer		YES	None

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
29(6)	Refer to any recommendation made by the evaluation committee or adjudication committee back to that committee for reconsideration of the recommendation.	Accounting Officer		YES	Two (2) tender was referred back to the BEC in the third quarter
29(7)	Comply with Section 114 of the MFMA within ten working days.	Accounting Officer		YES	Not applicable
31(1)	Request the State Information Technology Agency (SITA) to assist the municipality with the acquisition of IT-related goods or services through a competitive bidding process.	Accounting Officer	Bid Adjudication Committee	YES	Not Applicable
31(2)	Enter into a written agreement to regulate the services rendered by, and the payments made to, SITA.	Accounting Officer		YES	Not Applicable
31(3)	<p>Notify SITA together with a motivation of the IT needs of the municipality if –</p> <p>(a) the transaction value of IT related goods or services required by the municipality in any financial year will exceed R50 million (VAT incl); or</p> <p>(b) the transaction value of a contract to be procured by the municipality whether for one or more years exceeds R50 million.</p>	Accounting Officer		YES	Not Applicable
31(4)	Submit to the Council, the National Treasury, the relevant provincial treasury and the Auditor General the SITA comments and the reasons for rejecting or not following such comments if the municipality disagrees with SITA's comments.	Accounting Officer	Senior Manager: Supply Chain Management	YES	Not Applicable
32(1)	<p>To procure goods or services for the municipality under a contract secured by another organ of state, but only if –</p> <p>(a) The contract has been secured by that organ of state by means of a competitive bidding process</p>	Accounting Officer	Bid Adjudication Committee	YES	None

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
	<p>applicable to that organ of state.</p> <p>(b) The municipality has no reason to believe that such contract was not validly procured.</p> <p>(c) there are demonstrable discounts or benefits for the municipality; and</p> <p>that other organ of state and the provider have consented to such procurement in writing.</p>				
35(1)	Procure consulting services above the value of R 300 000.00 (VAT incl.) provided that any Treasury guidelines in respect of consulting services or CIDB guidelines in respect of services related to the build environment and construction works are taken into account when such procurements are made.	Accounting Officer	Bid Adjudication Committee	YES	Done
35(4)	Ensure that copyright in any document produced, and the patent rights or ownership in any plant, machinery, thing, system or process designed or devised, by a consultant in the course of the consultancy service is vested in the municipality.	Municipal Council	Relevant user Department	YES	Not Applicable
36(1)(a)	<p>Dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –</p> <p>(i) in an emergency.</p> <p>(ii) if such goods or services are produced or available from a single provider only.</p> <p>(iii) for the acquisition of special worker of art or historical objects where specifications are</p>	Accounting Officer	BAC considers deviations and recommends it to the Accounting Officer.	YES	Delegations are in place for BAC to recommend deviations to the Accounting Officer. Records and recordings are kept of all meetings. Departments draft memorandums and table items at BEC for consideration and recommendation to the BAC. The BAC upon approval will recommend deviation to the Accounting –Officer.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
	<p>difficult to compile.</p> <p>(iv) acquisition of animals or zoos; or</p> <p>(v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes</p> <p>(vi) any contract relating to the publication of notices and advertisements by or on behalf of the municipality</p> <p>(vii) any purchase on behalf of the municipality at a public auction</p> <p>(viii) any contract with an organ of state, local authority or a public utility corporation or company</p> <p>(ix) any contract in respect of which compliance therein would not be in the public interest or interest of Council</p> <p>(x) ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids</p> <p>(xi) workshop strip & quote</p>				
36(1)(b)	Ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.	Accounting Officer		YES	Done
36(2)	<p>Record the reasons for any deviations in terms of Regulations 36(1)(a) and (b); and</p> <p>Report them to the next meeting of the Council and include as a note to the annual financial statements.</p>	Municipal Council	Accounting Officer	YES	Done
37(2)	<p>Decide to consider an unsolicited bid but only if –</p> <p>(a) The product or service offered is a demonstrably or proven unique innovative concept.</p> <p>(b) The product or service will be exceptionally</p>	Accounting Officer		NO	None

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
	<p>beneficially to, or have exceptional cost advantages for, the municipality.</p> <p>(c) The person who made the bid is the sole provider of the product or service; and</p> <p>(d) The reasons for not going through the normal bidding processes are found to be sound by the accounting officer.</p>				
37(4)	Submit written comments received pursuant to Regulation 37(3), including any responses from the unsolicited bidder to the National Treasury and the relevant provincial treasury for comment.	Accounting Officer		NO	None
37(5)	Consider and may award the bid or make recommendations to the accounting officer depending on the delegations to the adjudication committee.	Accounting Officer	Bid Adjudication Committee	YES	None
37(7)	<p>When considering an unsolicited bid, take into account where considering an unsolicited bid –</p> <p>(i) any comments submitted by the public; and</p> <p>any written comments and recommendations of the National Treasury or the relevant provincial treasury.</p>	Accounting Officer		NO	None
37(8)	Submit to the Auditor General, the relevant provincial treasury and the National Treasury the reasons for rejecting or not following any recommendations of the National Treasury or provincial treasury in regard to the unsolicited bid.	Accounting Officer	Senior Manager: Supply Chain Management	NO	None
38(1)(a)	Take all reasonable steps to prevent abuse of the supply chain management system.	Accounting Officer	Chief Financial Officer	YES	The National Treasury Code of Conduct has been circulated and communicated to municipal staff at various formal and informal meetings.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
38(1)(b)	Investigate any allegations against an official or other role player of fraud, corruption, favoritism, unfair or irregular practices or failure to comply with the supply chain management policy, and when justified – (i) take appropriate steps against such an official or other role player; or (ii) report any alleged criminal conduct to the South African Police Service.	Accounting Officer	Internal Audit	YES	None
38(1)(c)	Check the National Treasury's database prior to awarding any contract to ensure that no recommended bidder, or any of its directors, is listed as a person prohibited from doing business with the public sector.	Accounting Officer	Senior Manager: Supply Chain Management	YES	The National Treasury website information of the List of Defaulters is currently used to verify.
38(1)(d)	Reject any bid from a bidder – (i) if any municipal rates and taxes or municipal service charges owed by that bidder or any directors to the municipality are in arrears for more than three months. (ii) during the last five years has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory.	Accounting Officer	Bid Adjudication Committee Senior Manager: Supply Chain Management	YES	Bid Evaluation checklist is in place
38(1)(e)	Reject a recommendation for the award of a contract if the recommended bidder, or any of its directors, has committed a corrupt or fraudulent act in competing for the particular contract.	Accounting Officer	Bid Adjudication Committee Senior Manager: Supply Chain Management	YES	Bid Evaluation checklist is in place
38(1)(f)	Cancel a contract awarded to a person if – the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or	Accounting Officer	Bid Adjudication Committee Senior Manager: Supply Chain Management	YES	Bid Evaluation checklist is in place

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
	(i) An official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person.				
38(1)(g)	<p>Reject the bid of any bidder if that bidder or any of its directors –</p> <p>(i) has abused the supply chain management system of the municipality or has committed any improper conduct in relation to such system.</p> <p>(ii) has been convicted of fraud or corruption during the last five years;</p> <p>(iii) has willfully neglected or reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or</p> <p>(iv) has been listed in the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).</p>	Accounting Officer	Bid Adjudication Committee Senior Manager: Supply Chain Management	YES	Bid Evaluation checklist is in place
38(2)	Inform the National Treasury and relevant provincial treasury in writing of any actions taken in terms of Regulation 38(1)(b)(ii), (e)	Accounting Officer	Bid Adjudication Committee Senior Manager: Supply Chain Management	YES	Bid Evaluation checklist is in place
40(1)	The Supply chain policy must provide for an effective system of disposal management for the disposal or letting of assets, including unserviceable, redundant or obsolete assets, subject to sections 14&90 of MFMA	Municipal Council	Chief Financial Officer	YES	Delegations are in place

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
40(2) a	A Supply Chain management policy must specify the ways in which assets may be disposed of, including by – (i) Transferring the asset to another organ of state in terms of a provision of the MFMA enabling the transfer of assets (ii) Transferring the asset to another organ of state at market related value or, when appropriate, free of charge (iii) Selling the asset (iv) Destroying the asset	Municipal Council	Chief Financial Officer	YES	As per delegations
40(2) (b)	Stipulate that – Immoveable property may be sold only at market related prices except when public interest or the plight of the poor demands otherwise	Municipal Council		YES	Not Applicable
40(2)(b)(ii)	Movable assets may be sold either by way of written price quotations, a competitive bidding process, auction or at market related prices, whichever is the most advantageous to the municipality	Accounting Officer	Chief Financial Officer	YES	As per delegations
40(2)(b)(iii)	In the case of the free disposal of computer equipment, the Provincial Department of Education must first be approached to indicate within 30 days whether any of the local schools are interested in the equipment.	Accounting Officer	Chief Financial Officer	N/A	Not Applicable

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
40(2)(b)(iv)	In the case of the disposal of firearms, the National Conventional Arms Control Committee has approved any sale or donation of firearms to any person or institution within or outside the Republic	Accounting Officer		N/A	Not Applicable
40(2)(c)(ii)	All fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property are annually reviewed	Municipal Council		YES	Not Applicable
40(2)(d)	Ensure that where assets are traded in for other assets, the highest possible trade-in is negotiated	Municipal Council		N/A	None
40(2)(b)(iii)	In the case of the free disposal of computer equipment, the provincial department of education is first approached to indicate within 30 days whether any of the local schools are interested in the equipment.			N/A	Not Applicable
41(1)	A Supply chain management policy must provide for an effective system of risk management for the identification, consideration and avoidance of potential risks in the supply chain management system	Accounting Officer	Internal Audit	YES	Busy implementing a system for risk management
42	Establish and implement an internal monitoring system in order to determine, on a retrospective analysis, whether the authorized supply chain management processes were followed and whether the objectives of this policy were achieved.	Accounting Officer	Chief Financial Officer	YES	Implemented a system for performance management in SCM
43(2)	Check with SARS whether a person's tax matters are in order before making an award to such a person.	Municipal Council	Senior Manager: Supply Chain Management	YES	The Tax Clearance of vendors registered on the Central Supplier Database is checked before awards are made.
45	Disclose in the notes to the annual financial statements of the municipality particulars of any award of more than R2,000.00 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months,	Municipal Council	Chief Financial Officer	YES	This information was disclosed within financial statements of the municipality.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
	including – (a) the name of that person. (b) the capacity in which that person is in the service of the state; and (c) the amount of the award.				
46(3)(a)	Keep a register of all declarations in terms of Regulation 46(2)(d) and (e).	Accounting Officer	Senior Manager: Supply Chain Management	YES	SCM keeps records of it.
46(3)(b)	Declarations must be made to the mayor of the municipality who must ensure that such declarations are recorded in the register.	Accounting Officer	Chief Financial Officer	YES	Declarations are kept in the SCM section and hard copy on file.
46(4)	Adopt the National Treasury's code of conduct and Schedule 2 of the Systems Act for supply chain management practitioners and other role players involved in supply chain management.	Accounting Officer	Senior Manager: Supply Chain Management Council's Speaker	YES	Code of conduct is circulated annually to all officials
47(2)	Report any alleged contravention of Regulation 47(1) to the National Treasury for considering whether the offending person, and any representative or intermediate through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.	Accounting Officer	Chief Financial Officer	YES	Not Applicable
48	Disclose to the National Treasury and the relevant provincial treasury any sponsorship promised, offered or granted to the municipality whether directly or through a representative or intermediate, by any person who is – (a) a provider or prospective provider of goods or services to the municipality; or	Accounting Officer	Senior Manager: Supply Chain Management	YES	None.

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
	(b) a recipient or prospective recipient of goods disposed or to be disposed of by the municipality.				
49	Persons aggrieved by decisions or actions taken in the implementation of this supply chain management system, may lodge within 14 days of the decision or action, a written objection or compliant against the decision or action.	Accounting Officer		YES	Done
50(1)	Appoint an independent and impartial person to assist in the resolution of disputes between the municipality and other persons and to deal with objections, complaints or queries as described more fully in Regulation 49.	Accounting Officer		YES	Done.
50(1)(a)	Responsible for assisting the person appointed in terms of Regulation 50(1) to perform his or her functions effectively.	Accounting Officer		YES	Done
50(4)(b)	Appointed must submit monthly reports to the Accounting Officer on all disputes, objections, complaints or queries received, attended to or resolved.	Accounting Officer		YES	The appointed official is responsible for the submission of the monthly report to the Municipal Manager.
51	Service provider that acts on behalf of municipality to provide any service or act as a collector of fees, service charges or taxes and the compensation payable to service provider, contract must stipulate a cap on compensation payable to the service provider; that such compensation must be performance based.	Accounting Officer		YES	Done
52	Stellenbosch Municipality may not enter any contract that will impose financial obligations beyond the three years covered in the annual budget for that financial year, unless the requirements of Section 33 of the Act have been fully complied with	Accounting Officer		YES	Done
53	Any increase and / or extension in the approved contract sum that may become necessary because of exceptional circumstances during the contract period must be approved by the appropriate bid committees prior to implementation	Accounting Officer	Chief Financial Officer	YES	Done

REG. NO.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	IMPLEMENTED	COMMENTS
54	In terms of Section 62 of the Municipal Systems Act (Act 32 of 2000 as amended), a person whose rights are affected by a decision taken by the Municipality, in terms of a delegated authority, in the implementation of its supply chain management system, may appeal against that decision by giving written notice of the appeal and reasons to the Municipal Manager within 21 days of the date of the notification of the decision	Accounting Officer	Corporate Services	YES	Done
55	The successful and unsuccessful bidders shall be notified in writing by the Supply Chain Management once a bid has been accepted	Accounting Officer	Senior Manager: Supply Chain Management	YES	Done
56	The Municipality will offer an unsuccessful bidder a debriefing upon request	Accounting Officer	Senior Manager: Supply Chain Management	YES	Done
57	Any failure to fulfil the deliverables in line with the contract or service levels constitutes a material breach or poor performance which will result in the termination of the contract and/or sanctions will be imposed in the form of suspension from the database	Accounting Officer	All Contract Owners	YES	Done
58	The municipality may, prior to the award of a tender, cancel the tender as per the prescribed circumstances	Accounting Officer	Senior Manager: Supply Chain Management	YES	Done
59	Tender documents must include a condition stating clearly that the award of the tender may be subject to price negotiation with the preferred tenderers	Accounting Officer		YES	Done

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]
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7.1	COMMUNITY&PROTECTION SERVICES: (PC: CLLR S HENEKE)
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NONE

7.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR N OLAYI]
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NONE

7.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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NONE

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

7.5	HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)
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7.5.1	EVICCTIONS STATUS QUO AND PROPOSED TEMPORARY RELOCATION TO IDENTIFIED AREAS WITHIN THE STELLENBOSCH MUNICIPAL AREA (WC 024)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

15 April 2026

1. SUBJECT:EVICCTIONS STATUS QUO AND PROPOSED TEMPORARY RELOCATION TO IDENTIFIED AREAS WITHIN THE STELLENBOSCH MUNICIPAL AREA (WC 024)

2. PURPOSE

- 2.1. To provide Council of progressive case law with respect to evictions in terms of PIE and ESTA.
- 2.2. To provide an overview of Stellenbosch Municipality's attempts over several years to address Court ordered evictions.
- 2.3. To provide Council with an overview of vacant land studies that were undertaken overtime.
- 2.4. To provide a way forward in addressing emergency housing at various locations throughout the Municipality.
- 2.5. To obtain a formal resolution and guidance on the placement strategy for households currently under, or pending, judicial eviction orders.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality is currently grappling with a severe emergency housing shortage while under a Constitutional mandate to prevent homelessness following court-ordered evictions. Central to resolving this crisis is meaningful engagement, a legal requirement for early negotiation between the Municipality and evictees to investigate feasible outcomes and mitigate the trauma of displacement.

Furthermore, the *Bromwell* judgment necessitates providing alternative accommodation in a meaningful location, ensuring proximity to original livelihoods, schools, and social networks. Prioritising these locations is essential for achieving spatial and social justice, as it counteracts the historical trend of pushing the poor to the urban periphery. However, relocating families to distant areas often severs their sense of place and community connection, resulting in educational interruptions and increased financial strain.

However, these efforts face intense community resistance driven by seemingly nimbyism, where residents across all classes oppose the placement of temporary relocation areas (TRAs) near their neighbourhoods. This socio-political pressure, coupled with emergency sites, has forced the Municipality into a reactive mode. Consequently, the pool of potential, available land has plummeted from twenty (20) potential sites to only six (6) suitable, unearmarked parcels as land is consumed by formal developments.

To break this planning inertia, the Municipality proposes an urgent identification and finalisation of vacant land sites for emergency housing, as well as the update of the Emergency Housing Assistance Policy (EHAP), the introduction of an Emergency Housing Overlay Zone (EHOZ), the finalisation and adoption of the EHP Framework and the implementation of the proposals of the Emergency Housing Assistance document. Proactive intervention is critical, as failure to meet imminent Court-ordered deadlines risks immediate legal implications and findings of contempt of court.

Ultimately, the Municipality must immediately identify and confirm vacant land for dedicated emergency housing sites and integrate all reports and documents on the matter into its long-term spatial vision to ensure dignified living, safe human settlements and legal compliance.

5. RECOMMENDATIONS

- (a) that Council take note that 90 eviction matters were received since August 2025;
- (b) that Council take note that 16 households have been evicted since 15 January 2026;
- (c) that Council take note that the current relocation sites are at capacity;
- (d) that Council take note of the previous vacant land studies that were undertaken;
- (e) that Council take note of the two (2) ways in which emergency housing sites are identified; and
- (f) that Council approve the following sites as dedicated emergency housing site

	Vacant Site	Area (Settlement)	Previous / Current Use	Ownership	Strategy (S#)
1	Erf 2,	La Motte	Decommissioned sewerage works	Stellenbosch Municipality	S2
2	Farm 736/5 & 737/8,	Klapmuts	Invaded by small farmers	Stellenbosch Municipality	S2/S1
3	Portion of Farm 1024/3,	Wemmershoek	Riemvasmaak informal settlement	Stellenbosch Municipality	S2
4	Erf RE/6846,	Cloeteville	Vacant erf	Stellenbosch Municipality	S2
5	Farm RE 527,	Jamestown	Mountainview (TRA)	Stellenbosch Municipality	S1
6	Erf 11452 – 11463,	Idas Valley	Vacant erven	Stellenbosch Municipality	S3

6. DISCUSSION / CONTENTS**6.1 ABBREVIATIONS AND DEFINITIONS:****6.1.1 Meaningful Engagement:**

Meaningful engagement is the process where the municipality and residents talk openly and work together to find housing solutions that prevent homelessness while considering the specific needs and legal rights of the community.

6.1.2 Meaningful Location:

A meaningful location is an area for alternative housing that is geographically close to an evictee's current school, workplace, and social support network to ensure their daily life and ability to earn a living are not unfairly disrupted.

6.1.3 Personal Circumstances Assessment (PCA)

Personal circumstances assessment is the formal evaluation of an individual's specific life situation—including their income levels, age, and health—to determine their eligibility for emergency accommodation based on legal standards.

6.1.4 Emergency Housing Assistance Policy (EHAP)

6.1.5 Emergency Housing Overlay Zone (EHOZ)

6.1.6 Emergency Housing Programme

6.1.7 Temporary Relocation Area

6.1.8 Temporary Relocation Unit

6.1.9 Alternative Building Technologies

6.1.10 Prevention of Illegal Eviction from and Unlawful Occupation of Land Act of 1998 (PIE) and 19

6.1.11 Extension of Security of Tenure Act 62 of 1997 (ESTA).

6.2 BACKGROUND:

The background to this document is structured in the following way:

6.2.1 A review of the most current and cogent case law with respect to evictions

6.2.2 A desktop study of various municipalities' responses to judicial requirements to progressive case law

6.2.3 Localised response by the Stellenbosch Magistrate's Court to evictions in the area

6.2.4 Stellenbosch Municipality's response to date with respect to evictions.

6.3 PROGRESSIVE CASE LAW:

Progressive case law¹ with respect to evictions dictates that a municipality must provide alternative accommodation in cases where a Court ordered eviction might lead to homelessness. For ease of reference the major cases in eviction matters, as well as the main outcome/requirement of the particular case have been highlighted in Table 1, hereunder.

¹ Case law that has developed in an evolving, forward-moving way, often expanding or clarifying rights over time.

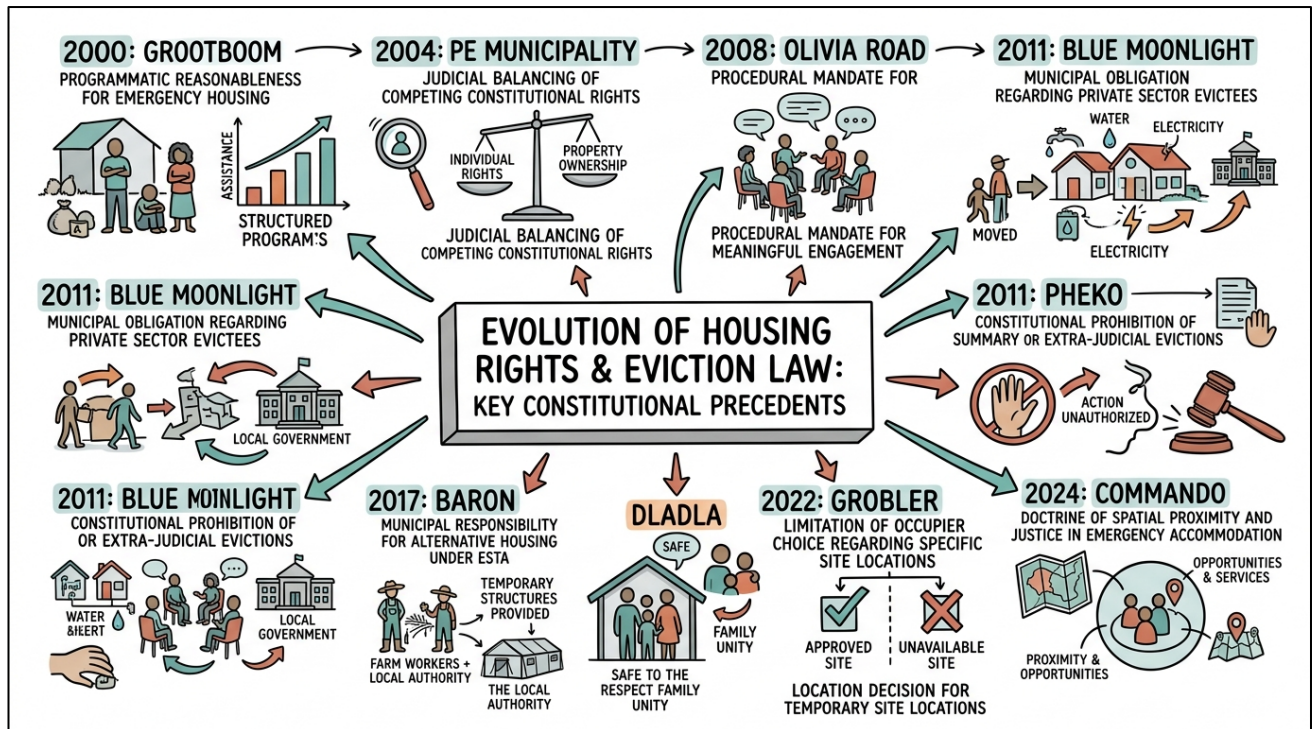
Table 1: Progressive Case Law

Common case reference		Key Logis
2000: Grootboom	<i>Government of the Republic of South Africa and Others v Grootboom and Others</i> 2001 (1) SA 46 (CC)	Programmatic reasonableness for emergency housing.
2004: PE Municipality	<i>Port Elizabeth Municipality v Various Occupiers</i> 2005 (1) SA 217 (CC)	Judicial balancing of competing constitutional rights.
2008: Olivia Road	<i>Occupiers of 51 Olivia Road, Berea Township and 197 Main Street Johannesburg v City of Johannesburg and Others</i> 2008 (3) SA 208 (CC)	Procedural mandate for meaningful engagement.
2009: Joe Slovo	<i>Residents of Joe Slovo Community, Western Cape v Thubelisha Homes and Others</i> 2009 (9) BCLR 847 (CC)	Substantive standards for relocation site adequacy.
2011: Blue Moonlight	<i>City of Johannesburg Metropolitan Municipality v Blue Moonlight Properties 39 (Pty) Ltd and Another</i> 2012 (2) SA 104 (CC)	Municipal obligation regarding private sector evictees.
2011: Pheko	<i>Pheko and Others v Ekurhuleni Metropolitan Municipality</i> 2012 (2) SA 598 (CC)	Constitutional prohibition of summary or extra-judicial evictions.
2012; Changing Tides	<i>City of Johannesburg v Changing Tides 74 (Pty) Ltd and Others</i> 2012 (6) SA 294 (SCA)	A report filed by municipalities (confirmed under oath by an official) in evictions proceedings must specify 1) details of the <u>building</u> from which the occupiers are being evicted. 2) <u>information on the occupiers</u> : numbers, personal circumstances, whether there are children and/or the elderly and/or disabled living in the building and whether appears to be households led by women 3) whether eviction will likely result in <u>homelessness</u> 4) If there will be homelessness, <u>steps put in place by the municipality</u> to prevent such 5) the implications on owners if there is a <u>delay</u> in evictions; 6) <u>details of the engagements</u> the municipality has had with the occupiers 7) whether the municipality believes there is room for <u>mediation</u> in terms of section 7 of PIE or
2017: Baron	<i>Baron and Others v Claytile (Pty) Limited and Another</i> 2017 (5) SA 329 (CC)	Municipal responsibility for alternative housing under ESTA.
2017: Dladla	<i>Dladla and Others v City of Johannesburg and Another</i> 2018 (2) SA 327 (CC)	Right to dignity and family life in temporary shelter regimes.
2022: Grobler	<i>Grobler v Phillips and Others</i> 2023 (1) SA 321 (CC)	Limitation of occupier choice regarding specific site locations.
2024: Commando	<i>Commando and Others v City of Cape Town</i> [2024] ZACC 12	Doctrine of spatial proximity and justice in emergency accommodation (Geographical location)

Source: Various matters and websites

The Courts have been very clear in its progressive judgements, as to how municipalities must respond in these matters, as illustrated in the infographic hereunder as Image 1.

Image 1: Illustration of progressive case law timeline



Source: Adaptation of Case Law - Stellenbosch Municipality

6.4 DESKTOP STUDY:

Overview of Judicial requirements and municipal responses to SCA and Constitutional Court judgements. In analysing the recent judicial trends regarding the notion of emergency housing proximity. Modern jurisprudence, particularly from high-level constitutional and appellate courts, has shifted from simply requiring "shelter" to mandating "meaningful location."

Below are a highly simplified progressive timeline of key judicial rulings and the resulting legal requirements for emergency housing proximity.

Table 2: Progressive timeline for emergency housing proximity

Judicial Rulings Timeline	Context	Ruling	Proximity Impact / Key Logic
1. City of Johannesburg v. Blue Moonlight Properties (2011)	Context: Established that the state's duty to provide emergency housing is distinct from the progressive realization of permanent housing.	Ruling: <u>Municipalities cannot claim a lack of resources</u> to exclude "private evictees" from emergency housing programs.	Proximity Impact: Established the principle that emergency housing must be accessible and cannot be perpetually delayed, setting the stage for location-based challenges.
2. City of Cape Town v. Commando & Others (SCA, Feb 2023)	Context: Residents of Bromwell Street challenged their relocation to Wolwerivier (29km away),	Ruling: The Supreme Court of Appeal (SCA) set aside a High Court order that demanded housing specifically in the "inner city."	Key Logic: While residents do not have a right to a <i>specific</i> address, the state must treat them with

	arguing it disrupted livelihoods and schooling.	However, it replaced it with a <u>mandate that the City provide accommodation "in a location as near as possible" to the original site.</u>	dignity, considering proximity to employment and schools.
3. <i>Commando & Others v. City of Cape Town</i> (ConCourt, 2024/2025)	Context: An appeal of the SCA decision to South Africa's highest court.	Ruling: The Constitutional Court (CC) <u>declared the City's implementation of its housing program unconstitutional to the extent that it categorically excluded emergency housing from well-located areas</u> (like the inner city).	Proximity Impact: The court ordered the City to develop a <u>new Temporary Emergency Accommodation Policy</u> that actively considers proximity to livelihoods rather than defaulting to "far-flung" relocation camps.
4. <i>Westonaria Land Claims Court Rulings</i> (LCC 161/2024, Jan 2025)	Context: Focuses on constructive evictions and the restoration of residence.	Ruling: The court reinforced that moving individuals to locations that render their lives "intolerable" (due to distance from water, electricity, or social networks) constitutes a violation of housing rights.	Key Logic: Proximity is not just about meters; it is about the <u>viability of the relocation to sustain the occupant's existing human rights.</u>

6.5. POSITION OF THE LOCAL MAGISTRATE COURT

6.5.1 Stellenbosch Municipality was summoned to appear at the Stellenbosch Magistrate's Court on 4 September 2025.

6.5.2 The Court required the Municipality to revisit the following and return to Court on 30 October 2025.

Table 3: Requirement by Stellenbosch Municipality's Court

I.	Revision of the EHAP: Revisiting the 10% provision for emergency housing in any municipal project (subsidised housing) and revising the allocation upwards.
II.	Land Identification: Identifying land for emergency housing (EHOZ & Vacant Land Study).
III.	Implementation Plan: Detailing how the Municipality will deal with the matter at hand and all outstanding matters currently before the Court.

6.5.3 The Court further indicated that all other outstanding matters where Stellenbosch Municipality is a respondent will be finalised, and eviction orders will be granted.

6.6 STELLENBOSCH MUNICIPALITY'S RESPONSE IN EVICTION MATTERS:

Stellenbosch Municipality has a long history of attempts to address and avoid the current *impasse* that it is experiencing in fulfilling its constitutional obligations in terms of Section 26 of the Constitution of the Republic of South Africa, 1996 (RSA 1996) (Refer **Annexure 1**). These efforts have been informed by the jurisprudence developed under the Prevention of Illegal Eviction from and Unlawful Occupation of Land Act 19 of 1998 (PIE) and the Extension of Security of Tenure Act 62 of 1997 (ESTA), as well as broader principles of spatial and social justice (RSA 1998; RSA 1997). This history is portrait here below, not necessarily in chronological order.

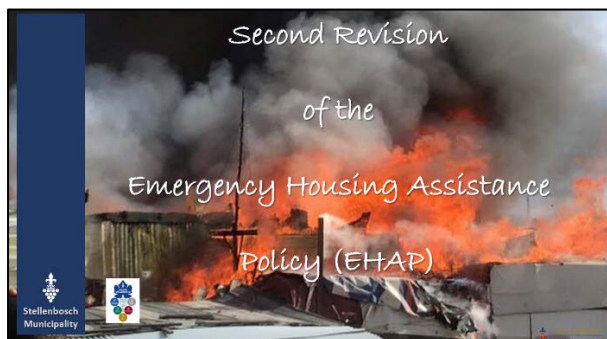
Stellenbosch Municipality has as far as possible adhered to the judgements with respect to eviction case law. Stellenbosch Municipality is however, currently experiencing significant challenges in managing and executing eviction-related matters, as envisaged through the progressive judgements.

The Municipality has, as prescribed through the judgements, a plan to deal with evictions. This plan is called the Emergency Housing Assistance Policy (EHAP), which in essence provides the policy framework, as well as an implementation strategy for dealing with evictions. This policy is currently under review. Image 3 hereunder is a confirmation of the reviews of the EHAP over time.

Image 2 cover page Eikestadnuus (26/03/2026)



Image 3: EHAP Evolution



Source: Stellenbosch Municipality

	2012	2016	2021
	Up to 10% of the housing opportunities in a housing development under construction can be used for emergency cases including evictions.	Wendy houses can be constructed in a backyard , subject to obtaining the relevant and required approvals.	One of the key features of this Revision 2 is to distinguish between the requirements for evictions and declared emergencies e.g. fire.

6.6.1 ALTERNATIVE ACCOMMODATION (EHAP)

Stellenbosch Municipality, has in terms of its EHAP provided alternative accommodation in the following manner (Refer Table 4):

Table 4: Current Municipal 5 point strategic framework with respect to evictions:

Strategy	Desired outcome
S1	Ensure that each Housing Project has a 10% allocation for emergency cases. This specifically done to foster and enhance integration of evictees into the general urban fabric.
S2	- Identify and develop dedicated emergency housing sites. This done in high traffic eviction areas and where a housing project is not envisaged in the immediate future and to meet the requirement in the Commando matter (see p. <i>supra</i>).
S3	Create an Emergency Housing Overlay Zone (EHOZ) to enable the provision of emergency housing in existing urban areas, where high eviction rates are observed. More commonly, this aspect refers to emergency housing in backyards ² .
S4	A portion of a development site where a large-scale eviction is about to occur in order to enable the development (if approved).
S5	The evictor and the evictee to find their own solution independent of the Municipality.

Historically, the Municipality provided alternative accommodation to evicted households in accordance with its EHAP, which allows for up to ten percent (10%) of any municipal housing project under construction to be allocated for emergency housing. In a more recent update of the policy, provision of alternative accommodation in the backyard of family and/or friends was implemented to alleviate the stress and strain of ever-increasing evictions.

6.6.2 POLICY GAPS

As mentioned, one of the main problems that the Municipality is currently experiencing with respect to evictions is access to suitable well-located land for emergency housing.

To date evicted households have been relocated to dedicated relocation sites linked to a housing project (10% rule) or relocated to a backyard of family and friends.

A clear and distinct gap in this policy is the dedicated sites for emergency housing. These sites in terms of Bromwell should be geographically well located to or in close proximity to where people are evicted (as far as possible allows).

6.6.3 CHALLENGES IN REALISING MANDATE WITH RESPECT TO EVICTIONS:

The Stellenbosch Municipality faces significant challenges to delivering on its Constitutional mandate regarding court order evictions. In the paragraphs below, some of the challenges are highlighted.

² Accessed 23 March 2026, Available at <https://resource.capetown.gov.za/documentcentre/Documents/Procedures,%20guidelines%20and%20regulations/LPS-Booklet-3-Cantbuildaffordablerentalflatsonmyproperty.pdf>

CHALLENGE 1:Subsidised Housing Projects:

There are no active housing projects currently under construction, which means that the Municipality cannot provide in the 10% allocation of emergency opportunities as envisaged in the EHAP.

³Any municipal housing project takes on average 10 -20 from conception to implementation. The main drivers of these delays are *inter alia* bureaucratic delays⁴, driven by amongst others:

- I. departmental differences,
- II. Objections to housing related applications and/or pressure from abutting landowner
- III. Land invasions of developable areas, etc...

MINI REVIEW article

Front. Sustain. Cities, 29 April 2025

Sec. Cities in the Global South

Volume 7 - 2025 | <https://doi.org/10.3389/frsc.2025.1468965>

Planning approval of housing developments: case study of the city of Johannesburg and Tshwane metropolitan municipalities of South Africa

CHALLENGE 2:Community Resistance:

⁵The Municipality is also faced with increasing resistance from communities where it has attempted to relocate evicted households. Recent confrontations with communities in some instances have escalated to levels of alleged violent interaction between community members and the law enforcement personnel of the Municipality. Notably, recent incidents of resistance have occurred in La Rochelle (Klapmuts), Mountainview (Jamestown), Mountain Breeze Caravan Park (Jamestown), Idas Valley and Cloetesville.

Table 5 hereunder is a summary of the most recent eviction cases (from December 2025) that the Municipality had to deal with where the local community obstructed the implementation of the Court Orders and denied alternative accommodation to the evictees.

Table 5: Recent eviction matters

Eviction Matter	Area Evicted from	Number of Evictees	Medical Conditions / Disabilities	Relocation success
Osman v February,	Idas Valley	16 individuals, including 6 minor children	3 with medical conditions	No

³ Available at: <https://www.frontiersin.org/journals/sustainable-cities/articles/10.3389/frsc.2025.1468965/full> Accessed 28 March 2026

⁴ Available at: <https://www.frontiersin.org/journals/sustainable-cities/articles/10.3389/frsc.2025.1468965/full> Accessed 28 March 2026

⁵ Images from various social media

Dickson and Andreas		3 households		
Fortuin Family	Jonkershoek	11 Individuals 10 Female, 1 Male 2 Households	2 Disabled	No
Edmund	Idas Valley	3 Families		
Denysen	Jamestown			

Image 3: Scenes from Wednesday 18 March 2026



Source: Images from various social media

CHALLENGE 3:

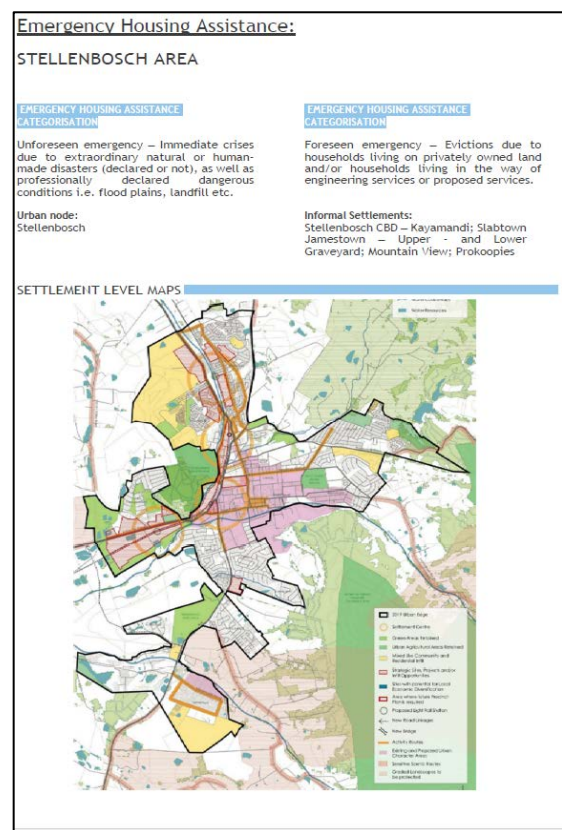
Perceived Nimbyism:

From challenge 2, as well as images taken on 18 March 2026 of different areas within the Municipality, it is clear that the general animosity towards evictees is uniform and prevalent throughout the municipal area. The purpose of this report is not to dwell on this matter, but rather to look into the identification and development of sites for Emergency Housing / TRA / TRU.

The most catching phrase is heard on this matter “*we would love to help, just not here!!*”. This phrase alone manifests the municipality’s difficulties in dealing with the emotional and subject responses from communities in the form of nimbyism, that seems to be so rampant throughout the municipal jurisdiction.

However, under the surface the reasons for the nimbyist action(s) are differ profoundly from one area to another. In fact, the reasons for nimbyist responses by the respective communities seemingly differ significantly from one area to another area, e.g. in Kayamandi it is allegedly local politically underpinned reasons, in Klapmuts it is allegedly access to housing opportunities, in Mountainview with is allegedly wealth preservation and non-integration, in Idas Valley is allegedly backyarder issues and non-delivery on promises etc.

Reasons provided by the communities for these actions all collapse into one issue, i.e. they severally and collective accused the Municipality of poor to no communication with them. This accusation is being taken very seriously by the Municipality and will be addressed in the revised Emergency Housing Assistance Policy. Another issue identified is the access to and location of land for emergency housing.



CHALLENGE 4:

Perceived lack of communication by the Municipality:

A challenge faced by the Municipality is the constant accusation of lack of communication by the Municipality in eviction matters. One of the accusers indicated that eviction proceedings take long to come to a conclusion and this time lapse should provide municipalities ample time to do “proper” communication.

Historically the Municipality communicated evictions through the respective Ward office where evictees will be relocated to.

CHALLENGE 5:

Historical Relocation sites:

In accordance with the implementation of the EHAP the Klapmuts area and Mountainview Jamestown were the most used relocation suites because there were construction projects in the area. Klapmuts accommodated a diverse grouping of evictees, whilst in Mountainview more than 80%⁶ of evictees came from the surrounding farming areas or from Ward 21 in general. These evictees are usually people that had some or no connection to the farms or were regarded as problematic in some form or fashion. A few came from the Jamestown urban area and the Blaauwklippen area.

⁶ Final verification of this percentage has not been completed and this therefore a best guesstimate.

Both relocation sites are at capacity, and the Municipality is therefore in desperate need to provide, identify and develop new emergency sites either as part of a project or purposed developed area.

CHALLENGE 6:

Perceived Political inertia:

Political inertia with respect to emergency housing sites. Most notable attempts⁷ at avoiding the current position that Council finds itself in are highlighted in the table 6 below:



Image 7: Source: Workshop 11
December 2025

Table 6:

Council	Proposal/Recommendation	Key Action
1. 13th Council Meeting Minutes / Appendix 1 (2017-10-25)	To hold a workshop with relevant municipal directorates and Ward Councillors to determine criteria for selecting suitable emergency housing sites and formulate responses to uncertainties regarding the Emergency Housing Assistance Policy (EHAP).	Mandated the Director: Planning & Economic Development to coordinate the workshop and resubmit the item to Council for further consideration.
2. Identification of Land for Emergency Housing: Mayco Report (2018-02-14)	Recommended that the 20 sites originally identified in October 2017 be formally included in the Municipal Spatial Development Framework (MSDF) for emergency housing purposes.	Mandated the Directorate to determine the magnitude of need and proceed with rezoning the identified properties.
3. 16th Council Meeting Minutes: Item 7.3.1 (2018-03-28)	Formally resolved to include the land identified in "Appendix 1" for emergency housing in the MSDF.	Instructed that Klappmuts and other potential areas be investigated for suitability and that zoning be prepared if found available.
4. Site Selection: Cloeteville Underutilised Land (2019-01-09)	Proposed a shortlist of 8 potential sites in Cloeteville for emergency housing.	Specifically recommended Sites 1 and 6 as the most feasible for Phase 1 based on ownership, size, and potential unit yield.
5. Housing Project Status Report (Circa June 2020)	Detailed a "block approach" for the Kayamandi Town Centre redevelopment, requiring temporary relocation of residents to the Northern Extension.	Reported on feasibility studies for Erf 7001 (Cloeteville), Erf 64 (Kylemore), and Farm 34 (Vaaldraai) for infill and residential development.
6. Spatial Profile: EHP Stellenbosch Area (Post-2021)	Recommended the evaluation of a master list of government-owned land for potential Temporary Relocation Areas (TRAs).	Established "bare minimum" standards for temporary units, including a minimum size

⁷ This list is not exhaustive and is only a summary of the attempts (i.e. documents that were readily available to be sourced). The list excludes documents by the Human Settlements Departments (in general), the Planning departments, the Engineering departments or any other department.

		of 24m², Nutec construction, and proximity to economic opportunities.
7. JRKP Evict Item Annotated Council Agenda (2024-11-05)	Urged an immediate review of all relocation sites to accommodate 25 households facing court-ordered relocation by January 2026.	Noted that the Jamestown Mountainview TRA is at capacity and proposed the Emergency Housing Overlay Zone (EHOZ) to alleviate future placement issues.
8. EHOZ Item: Developing an Emergency Housing Framework (2025-04-02 – draft internal discussion document)	Proposed the establishment of the Emergency Housing Overlay Zone (EHOZ) to provide swift, adaptable land-use rights for emergency housing.	Identified that only 3 sites remain (Erf 2, La Motte; Farm 1024/3, Paarl; Erf 6887, Cloetesville) out of the original 19.
9. Draft Layout: Newman Street, Idas Valley (2025-11-28 - Draft)	A technical site layout proposal for a subdivision in Idas Valley.	Identified a total yield of 33 potential housing opportunities on this specific site.
10. Emergency Housing Presentation – MAYCO (2025-12-11) Refer Annexure 2	Outlined the critical shortfall in available land and presented unit pricing options (Wendy Houses vs. ABTs).	Highlighted current active projects in Kylemore, Adam Tas Precinct 10, and Jamestown Phases 2 & 3.

6.7 EVICTION STATUS QUO / STATS

Stellenbosch Municipality has since August 2025 attempted to find alternative accommodation for 16 households in various areas. The majority of these attempts were unsuccessful. Hereunder are a list of the most recent eviction matters since 2025.

Table 7: Municipal Attempts to Provide Alternative Accommodation since December 2025

Eviction Matter	Area Evicted From	Proposed Relocation Settlement	Number of Evictees	Medical Conditions / Disabilities	Relocation Success
Claytile	Bottelary Road	La Rochelle, Klapmuts	11 households	—	No
Fortuin Family	Jonkershoek	Mountainview, Jamestown	10 women, 1 man	2 disabled	No
Osman v February, Dickson & Andreas	Idas Valley	Mountain Breeze Caravan Park	16 individuals, including 6 children	3 with medical conditions	No
Osman v February, Dickson & Andreas	Idas Valley	Idas Valley	16 individuals, including 6 children	3 with medical conditions	No
Fortuin Family	Jonkershoek	Cloetesville	10 women, 1 man	2 disabled	No

6.8 VACANT LAND STUDIES

Stellenbosch Municipality has a long history of identifying land for emergency housing. As far as can be recalled, between twenty (20) sites have been identified. There are a number of issues and actions that influence site identification. Most notable of the issues is the access to basic services and housing projects that were completed over time. Through the years the number of possible sites has changed from 19, to 20 to the current proposal of six (6). These evolution of the site selection must be read with table 7.

Furthermore, it must be read with the criteria as per the current implementation strategy.

Thus, the following erven has at various periods been identified as possible sites for emergency housing. These erven fell in and out of favour, for various reasons highlighted in Table 7 hereunder.

Table7: Identified possible sites for emergency housing

Sit e No.	Property Description	Location	Status/Note	Source / Council Documen t	Reason for ineligibility
1	Erf RE/6846 & Abutting Road Reserve	Cloetesville	Undeveloped		In road reserve
2	Erf 2	La Motte	Undeveloped	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	Not supported by approving departments
3	Farm No. 1024/3, Paarl Division	Wemmershoek	Undeveloped	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	Environmental issues
4	Erf 2183	Klapmuts	Partially occupied	Housing Pipeline	Under Development
5	Erf 64	Kylemore	Undeveloped state land		Eligible (Once transferred)
6	Farm 1006, Paarl Division	Meerlust	State land under transfer	Item 2017, Housing	Eligible (Once transferred)

				Pipeline, Draft EHP, Spatial Profile EHP	
7	Farm 527	Jamestown	Partially developed	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	Eligible
8	Erf 6301	Cloetesville	Undeveloped	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	
9	Farm No. 744/3, Paarl Division	Klapmuts	Fully developed since	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	Developed
10	Farm No. 66/9, 74/3, 74/23	Koelenhof	Private land; partially developed since	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	Privately owned land
11	Farms 393/11, 1307/2 & 1307	Vlottenburg	Approved for but not yet developed private land	Item 2017, Housing Pipeline, Draft EHP, Spatial	Developed

				Profile EHP	
12	Farm 468/28	Lynedoch	Undeveloped private land	Item 2017, Housing Pipeline, Draft EHP, Spatial Profile EHP	Privately owned land
13	Erf 11330	Idas Valley	Approved for development		Developed
14	Farm 183 (Vredenburg Road sites)	Devon Valley	Undeveloped; not suitable due to safety concerns		
15	Farms 281, 281 & 283/8	Vredenburg Farm	Undeveloped state land		
16	Farm 616, Erf 151, 154	Raithby	Partially developed private land		Privately owned land
17	Langrug's existing informal areas	Franschhoek	Fully occupied		Totally invaded
18	Farm 182 & 183	Kaya Mandi	Partially developed		Eligible once developed
19	Erf 7272 and road reserve	Cloetesville	Undeveloped land		
	Farm 737 & 736/5	Klapmuts			Partially invaded by small farmers
	Erf 10	Lanquedoc			Privately owned land

6.7.1 DECONSTRUCTION OF IDENTIFIED SITES VACANT LAND

6.7.1.1 BROMWELL REVISITED: (IN CONTEXT OF STELLENBOSCH MUNICIPALITY)

The concept "meaningful location" was introduced or re-affirmed in the Bromwell matter. In essence the concept means to include sense of place, sense of meaning and sense of history. Thus, in the context of the Bromwell judgement, "meaningful location" is no longer just a geographical coordinate; it is a functional requirement.

- Proximity to Livelihood: Accommodation must be "as near as feasibly possible" to the original site to prevent the severance of employment and educational ties.
- Spatial Justice: The court rejected the "blanket policy" of relocating residents to the periphery (e.g., La Rochelle or Mountainview). In terms of the Bromwell judgement it is regarded or deemed to perpetuate apartheid-era spatial planning.
- Constitutional Standard: The location must preserve the dignity of the residents, acknowledging inter-generational ties to an area.

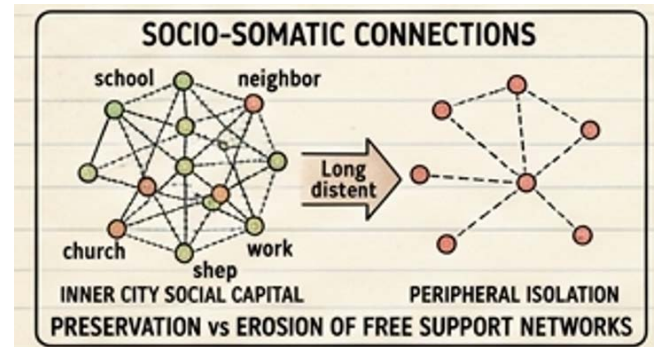
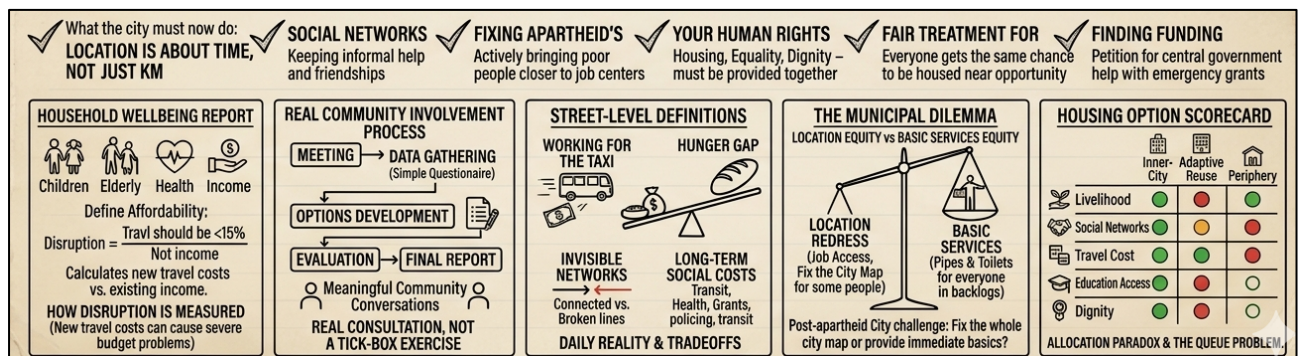


Image: Long term impact on Society



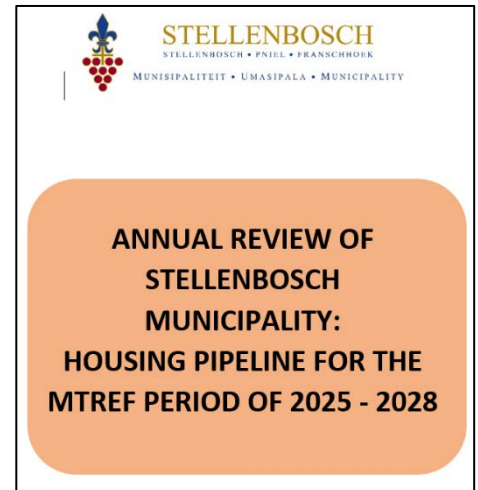
Thus, Bromwell necessitates an urgent revisit of Council's policy on emergency housing sites.

6.13 EMERGENCY HOUSING PROVISION

A deconstruction of the emergency housing provision, indicates that Council has provided two types of emergency housing sites, i.e. project related emergency housing sites and dedicated emergency housing sites. Project related (PR) emergency housing sites refers to sites identified as a part of a subsidised housing project. Refer to Table Dedicated (DR) emergency housing sites refers to sites identified for the exclusive purpose of providing emergency housing. One of the key drivers for the identification of DR site is an areas propensity for Court ordered evictions.

Housing Pipeline Review

Image 10:



An example of where such a site is urgently required is in Franschhoek valley and Idas Valley. Furthermore, the Housing Pipeline was investigated to look into specifically related (PR) sites that allow for emergency housing. Table 8 below is an extract from the Housing Pipeline of imminent projects. Table 8 is in accordance with the Housing Pipeline sites that can be used for emergency housing.

Table 8: Current proposed DR emergency housing sites

	Vacant Site	Area (Settlement)	Previous / Current Use	Ownership	Strategy (S#)
1	Erf 2,	La Motte	Decommissioned sewerage works	Stellenbosch Municipality	S2
2	Farm 736/5 & 737/8,	Klapmuts	Invaded by small farmers	Stellenbosch Municipality	S2/S1
3	Farm 1024/3,	Wemmershoek	Riemvasmaak informal settlement	Stellenbosch Municipality	S2
4	Erf 6887,	Cloeteville	Vacant erf	Stellenbosch Municipality	S2
5	Farm RE 527,	Jamestown	Mountainview (TRA)	Stellenbosch Municipality	S1
6	Erf 11452 – 11463,	Idas Valley	Vacant erven	Stellenbosch Municipality	S3

S1 = Housing project with TRA, S2 = Purpose built emergency housing area, S3 = EHOZ implementation

Table 9: Current proposed PR emergency housing sites and potential yields

No	Housing Pipeline project (2025-2028)	Projected opportunities	EHAP (10% rule)
1.	La Rochelle	109	10
2.	Erf 64	420	42
3.	Mountain View	284	28
4.	North Extension / Precinct 10	3500	350
5.	Meerlust	200	20

6.	Idas Valley	33	4
7.	Soekmekaar		
	TOTAL	4537	454

Table 10: Current proposed DR emergency housing sites and possible yields

Proposed	Site	Projected opportunities	EHAP (10% rule)
Erf 2	Franschhoek	50	50
Farm 736/5	Klapmuts	1000	1000
Phase 4 MV	Jamestown	800	80
Erf RE/6846	Cloetesville		

6.14 Personal Circumstances Assessment:

One of the by-products of the Bromwell judgement is a personal circumstances assessment (PCA). The PCA measures amongst others household composition & stability, livelihood & economic interconnectedness, educational & social anchors of the evictees. The PCA

is to measure if a relocation to a different area would increase the costs for food and transport of the family.

If this combined increase is more than 15%, then it is not sensical to move the household to another area.

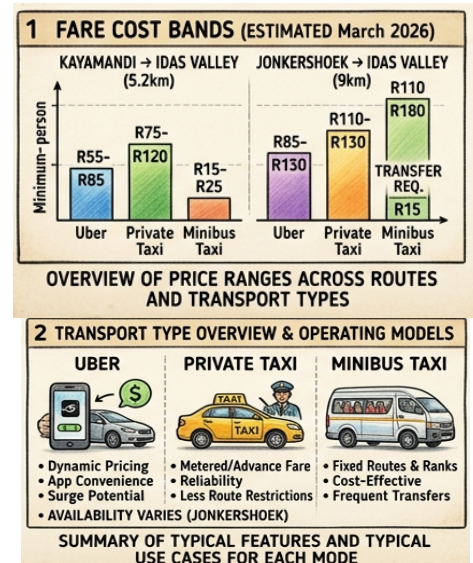


Image: 11 Hypothetical impact of meaningful location

6.15. WAY FORWARD

Given the ever-increasing resistance of communities and the increase in the number of evictions matters received by the Municipality, it is proposed that Council approve sites as per the table for dedicated emergency housing sites in order for the Administration to apply for the appropriate and required land use rights and budget accordingly to achieve same.

	Vacant Site	Area (Settlement)	Previous / Current Use	Ownership	Strategy (S#)
1	Erf 2,	La Motte	Decommissioned sewerage works	Stellenbosch Municipality	S2
2	Farm 736/5 & 737/8,	Klapmuts	Invaded by small farmers	Stellenbosch Municipality	S2/S1
3	Portion of Farm 1024/3,	Wemmershoek	Riemvasmaak informal settlement	Stellenbosch Municipality	S2

4	Erf 6887,	Cloeteville	Vacant erf	Stellenbosch Municipality	S2
5	Farm RE 527,	Jamestown	Mountainview (TRA)	Stellenbosch Municipality	S1
6	Erf 11452 – 11463,	Idas Valley	Vacant erven	Stellenbosch Municipality	S3

7. FINANCIAL IMPLICATIONS

- 7.1 Significant financial implications will arise from the requirement to install new bulk and/or communal services (electricity, water, sanitation).
- 7.2 Increased operational costs (waste management, security, etc.) will occur if relocation to Jamestown TRA is approved.
- 7.3 The specific quantum will be reported once a decision on the site/strategy is made.

8. LEGAL IMPLICATIONS

- 8.1 The requirement to provide emergency accommodation is driven by court orders and constitutional obligations.
- 8.2 Failure to comply with court orders, will result in immediate legal implications for the Municipality.

9. STAFF IMPLICATIONS

Increased demand on the Informal Settlements, Infrastructure Services, and Community Development directorates.

10. RISK IMPLICATIONS

10.1 Failure to comply with Court Orders:

- The most immediate and serious risk is the failure to comply with court orders to provide alternative accommodation. This will likely result in a finding of contempt of court and failure to meet Constitutional obligations (the *Blue Moonlight* judgment). Alternatively, the applicants can appoint the Sheriff of the Court to evict the respondents with the assistance of the South African Police Services (SAPS).

10.2 Significant unplanned financial costs will be incurred for:

- Installing new bulk services (electricity, water, sanitation) and upgrading existing infrastructure at Jamestown.
- Increased operational costs (waste management, security).

10.3 Social Conflict Risk:

- Relocation to anywhere in the municipality is likely to cause significant resistance from current residents ("queue jumping" concerns) and the surrounding community.

10.4 Jurisdictional Overload:

- The Municipality's jurisdiction spans multiple magisterial districts and High Courts, meaning it faces a continuing and multi-front legal threat to provide alternative accommodation for an undefined number of future evictions.

11. COMMENTS FROM SENIOR MANAGEMENT

12. PREVIOUS / RELEVANT COUNCIL RESOLUTIONS

ANNEXURES

ANNEXURE 1 - 16th Council Meeting: 2018/03/28

ANNEXURE 2 - Presentation on Evictions and Emergency Housing sites
(Workshop 11 December 2025)

ANNEXURE 3 – Desk top Study: Overview of Judicial requirements and Municipal response to SCA and Constitutional Judgements

FOR FURTHER DETAILS CONTACT:

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REPORT DATE	2026-03-30

ANNEXURE 1

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: (ALD G VAN DEVENTER (MS))
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7.1	COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES: (PC: CLLR AR FRAZENBURG)
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NONE

7.2	CORPORATE AND STRATEGIC SERVICES: (PC: CLLR E GROENEWALD (MS))
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NONE

7.3	ECONOMIC DEVELOPMENT AND PLANNING: (PC: ALD JP SERDYN (MS))
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7.3.1	IDENTIFICATION OF LAND FOR EMERGENCY HOUSING
-------	--

Collaborator No:

IDP KPA Ref No:

D496

Meeting Date:

Mayco Meeting - 2018-02-14

1. SUBJECT: IDENTIFICATION OF LAND FOR EMERGENCY HOUSING

2. PURPOSE

A report identifying land for emergency housing served before Council on 2017-10-25: ITEM 7.3.2. The item is attached for reference purposes as **APPENDIX 1**.

At the meeting it was resolved to arrange for a special workshop to discuss the issues contained in the report.

The purpose of this report is to provide feedback of the workshop, to resubmit the agenda item as per paragraph (c) of the decision and to propose a way forward.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY:

WORKSHOP RE EMERGENCY HOUSING

Council resolved at the meeting of 2017-10-25: ITEM 7.3.2

- (a) that in order to understand and agree on the uncertainties (as listed in paragraph 7 of the report), it is proposed that a workshop be held amongst the relevant municipal directorates and Ward Councillors, to:

FILE NR:

SCAN NR:

COLLABORATOR NR:

17/4/12

-
- (i) discuss, agree and formulate a response to the questions listed in paragraph 7;
 - (ii) determine criteria for the selection of suitable emergency housing sites;
 - (b) That the Director: Planning & Economic Development be mandated to coordinate the aforementioned workshop; and
 - (c) That after the workshop envisaged in (a) above, the item be resubmitted to Council for consideration.

Subsequent to the above resolution a workshop was held on Monday 13 November 2017 in Council Chambers. At the workshop it was agreed that councillors, and particularly ward councillors, will identify suitable land for emergency housing within their wards and that the land so identified will be brought under the attention in writing to the Speaker within 14 days of the workshop.

No proposal was received during this period or since the workshop. Hence no new land for emergency housing was included in this report.

16TH COUNCIL MEETING: 2018-03-28: ITEM 7.3.1

RESOLVED (majority vote)

- (a) that the land identified in the report attached as **APPENDIX 1** be included for emergency housing purposes in the Municipal Spatial Development Framework (MSDF);
- (b) that the Directorate: Planning and Economic Development continues with the process to determine the magnitude of, and need for, emergency housing and subsequently the extent of land required to provide an adequate response to emergency housing;
- (c) that other possible appropriate sites also be included in the Municipal Spatial Development Framework (MSDF); and
- (d) that Klapmuts and any other possible areas be investigated as to its suitability and availability for emergency housing, and that zoning be prepared if found suitable and available for the above purposes.

7.3

**ECONOMIC DEVELOPMENT
AND PLANNING**

ALD JP SERDYN (MS)

AGENDA

16TH COUNCIL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2018-03-28

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: (ALD G VAN DEVENTER (MS))
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7.1	COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES: (PC: CLLR AR FRAZENBURG)
-----	---

NONE

7.2	CORPORATE AND STRATEGIC SERVICES: (PC: CLLR E GROENEWALD (MS))
-----	--

NONE

7.3	ECONOMIC DEVELOPMENT AND PLANNING: (PC: ALD JP SERDYN (MS))
-----	---

7.3.1	IDENTIFICATION OF LAND FOR EMERGENCY HOUSING
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

D496

Mayco Meeting - 2018-02-14

1. SUBJECT: IDENTIFICATION OF LAND FOR EMERGENCY HOUSING

2. PURPOSE

A report identifying land for emergency housing served before Council on 2017-10-25: ITEM 7.3.2. The item is attached for reference purposes as **APPENDIX 1**.

At the meeting it was resolved to arrange for a special workshop to discuss the issues contained in the report.

The purpose of this report is to provide feedback of the workshop, to resubmit the agenda item as per paragraph (c) of the decision and to propose a way forward.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY:

WORKSHOP RE EMERGENCY HOUSING

Council resolved at the meeting of 2017-10-25: ITEM 7.3.2

- (a) that in order to understand and agree on the uncertainties (as listed in paragraph 7 of the report), it is proposed that a workshop be held amongst the relevant municipal directorates and Ward Councillors, to:

AGENDA

16TH COUNCIL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2018-03-28

-
- (i) discuss, agree and formulate a response to the questions listed in paragraph 7;
 - (ii) determine criteria for the selection of suitable emergency housing sites;
 - (b) That the Director: Planning & Economic Development be mandated to coordinate the aforementioned workshop; and
 - (c) That after the workshop envisaged in (a) above, the item be resubmitted to Council for consideration.

Subsequent to the above resolution a workshop was held on Monday 13 November 2017 in Council Chambers. At the workshop it was agreed that councillors, and particularly ward councillors, will identify suitable land for emergency housing within their wards and that the land so identified will be brought under the attention in writing to the Speaker within 14 days of the workshop.

No proposal was received during this period or since the workshop. Hence no new land for emergency housing was included in this report.

5. **RECOMMENDATIONS****MAYORAL COMMITTEE MEETING: 2018-02-14: ITEM 5.3.2****RESOLVED****That it be recommended to Council:**

- (a) that the land identified in the report attached as **APPENDIX 1** be included for emergency housing purposes in the Municipal Spatial Development Framework (MSDF);
- (b) that the Directorate: Planning and Economic Development continues with the process to determine the magnitude of, and need for, emergency housing and subsequently the extent of land required to provide an adequate response to emergency housing;
- (c) that other possible appropriate sites also be included in the Municipal Spatial Development Framework (MSDF); and
- (d) that Klappmuts and any other possible areas be investigated as to its suitability and availability for emergency housing, and that zoning be prepared if found suitable and available for the above purposes.

6. **DISCUSSION / CONTENTS**6.1 **FINANCIAL IMPLICATIONS**

Obtaining the appropriate land use rights for identified land will have a financial impact as the land has to be rezoned and serviced to an agreeable standard. Depending on the size, location and state of the land identified, this process will entail obtaining environmental and/or heritage authorization and vigorous public participation.

No funds are currently available to undertake such applications. Financial implications will need to be dealt with in the upcoming financial cycle.

6.2 LEGAL IMPLICATIONS

The municipality is under an obligation to provide housing opportunities for the community and particularly to address emergency housing needs.

Planning legislation makes provision for a local authority to rezone and service land for the required use. The Spatial Planning and Land Use Management Act prescribe the legal process to be followed in order to obtain the appropriate land use rights which Council will have to adhere to during the process.

6.3 CONCLUSION

Dealing with emergency housing effectively is complex and difficult due to conflicting and often incommensurable development imperatives required of local governments grappling with addressing the emergency needs (of mostly poor people) and the long-term development of sustainable human settlements. The responsibility to build efficient and investment-friendly cities and to address other very relevant developmental concerns may result in a lack of alignment of urban policy.

Including and integrating emergency housing as part of the Spatial Development Framework will go a long way to achieve a proactive approach to providing such assistance.

However, to enable the inclusion of emergency housing and in order to make it an integral part of urban policy it is necessary to fully understand what constitutes "emergency housing" and what the response of the municipality should be planning for it. Agreement amongst all role-players, including the broader community, is essential to obtain a focused approach in dealing with the matter once and for all.

7. ANNEXURES

Appendix 1: Identification of land for Emergency Housing Assistance Policy:
ITEM 7.3.2, 2017-10-25

Appendix 1

IDENTIFICATION OF LAND FOR EMERGENCY HOUSING: ITEM 7.3.2, 2017-10-25

7.3.2	IDENTIFICATION OF LAND FOR EMERGENCY HOUSING: PHASE 1
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1. PURPOSE OF REPORT

To inform Council on the processes followed to date with the identification of land for emergency housing in the WC024 municipal area; to propose a way forward to finalise the process for identifying appropriate land; and to gain authorisation for a workshop with Council regarding the matter.

2. BACKGROUND

Evictions in terms of the Extension of Security of Tenure Act, No. 62 of 1997 (ESTA) and other relevant legislation have increased over the past few years. Stellenbosch Municipality has received a significant number of notices for eviction. Council has a constitutional obligation to provide temporary relief to people in urban and rural areas who find themselves in emergency situations.

As was recently evident from the devastating fires in the Southern Cape and flooding on the Cape Peninsula it is clear that the term "emergency housing" does not relate only to evictions of the poor in communities, but a variety of mostly unforeseen incidents can create an unplanned need for emergency housing. It is predicted that climate change will contribute to a significant increase in the likelihood that disasters such as veld fires, flooding, droughts, tornadoes, hailstorms, extreme heat etc. will occur more frequently and potentially with greater vigour.

For the municipality to be in a position to render assistance effectively it has to plan for such eventualities (proactive) and be ready to assist once the need was identified (reactive). At the moment appropriate located land, zoned correctly and serviced to an acceptable standard is lacking and hampers the process of assisting those in need speedily. Notwithstanding the aforementioned the municipality, when and where possible, should seek to take preventative measures and should avoid using policies indiscriminately or in a manner that may incentivise negligence.

Section 26 (1) and (2) of the Constitution of the Republic of South Africa, (Act 108 of 1996) compels the municipality to provide for adequate housing or take reasonable legislative and other measures within its available resources to achieve the progressive realisation of the right to have access to adequate housing.

13TH COUNCIL MEETING: 2017-10-25: ITEM 7.3.2**RESOLVED** (majority vote)

- (a) that in order to understand and agree on the uncertainties (as listed in paragraph 7 of the report), it is proposed that a workshop be held amongst the relevant municipal directorates and Ward Councillors, to:
 - (i) discuss, agree and formulate a response to the questions listed in paragraph 7;
 - (ii) determine criteria for the selection of suitable emergency housing sites;

MINUTES

13TH COUNCIL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2017-10-25

-
- (b) that the Director: Planning & Economic Development be mandated to coordinate the aforementioned workshop; and
- (c) that after the workshop envisaged in (a) above, the item be resubmitted to Council for consideration.

Councillor F Adams requested that his vote of dissent be minuted.

Meeting:	13 th Council: 2017-10-25	Submitted by Directorate:	Economic Development & Planning Services
Ref No:	17/P/4 & 17/4/3	Author:	Manager: Spatial Planning
Collab:	544596	Referred from:	Mayco:2017-10-11

APPENDIX 1

APPENDIX 1

**STELLENBOSCH MUNICIPALITY REVISED EMERGENCY HOUSING
ASSISTANCE POLICY**

1. INTRODUCTION

The Municipality recognises that it has a shared obligation in terms of, among others, section 26(2) of the Constitution of the Republic of South Africa, 1996, Act 108 of 1996 (the Constitution) to take reasonable legislative and other measures, within its available resources, to achieve the progressive realisation of the right to have access to adequate housing.

The Municipality further recognises its shared obligation to assist persons who are destitute, in desperate need and crisis situations.

In fulfilment of these obligations the Municipality must endeavour to have a coherent program or policy in place within its available resources to assist persons who are destitute, in desperate need and crisis situations.

This Policy is implemented in furtherance and fulfilment of the Municipality's shared obligations in terms of the Constitution, other relevant legislation, related statutory instruments and case law to provide temporary assistance to persons who are destitute and in desperate need and/or crisis situations and to lay down guidelines in this regard.

The principles outlined in this Policy will be incorporated into the housing strategy/plan of the Municipality.

The Municipality in terms of this Policy aims to express itself on only emergency housing assistance which is a facet of the Housing Plan of Stellenbosch Municipal Council. It is thus clear that this policy of the National Housing Code only governs provision of housing in emergency circumstances described in Chapter 12, which is not tantamount to the progressive realisation of housing for all inhabitants.

2. AIMS OF THE POLICY

This Policy seeks to establish a basis for the implementation of all relevant and applicable legislation case law and statutory instruments which is utilised in the decision making process on the provision of emergency housing.

The aim is to provide temporary aid and assistance in the form of basic municipal engineering services and/or shelter in emergency situations as elaborated upon hereunder to persons who are destitute and in desperate need and/or crisis situations.

Note that the provision of this type of assistance does not detract from the municipality's overall objectives in terms of section 26 of the "Constitution," and does not promote queue jumping in that the provision of this type of temporary assistance is limited to emergencies.

3. DEFINITIONS

In this Policy, the following words shall, unless otherwise stated or inconsistent with the context in which they appear, bear the following meanings¹:

- | | |
|--|--|
| 3.1 Basic municipal engineering services | Limited to potable water services, sanitation services, access roads and open lined storm water systems provided on a shared base in a dense settlement pattern; |
| 3.2 Beneficiaries / Victims | Persons who are resident in the jurisdiction of the municipality and find themselves in an emergency and who are desperately poor, homeless and unable to address their housing emergency from own resources or from other resources such as willing relatives or friends; |
| 3.3 Budget | The allocation of funds for emergency housing in any given financial year. These funds may differ from year to year; |
| 3.4 Emergency sites | Pieces of land in municipal ownership identified by Council from time to time for the provision of emergency housing. |
| 3.5 Emergency / Disaster | Disaster as contemplated under the Disaster Management Act (57 of 2002); Emergency as contemplated under the Disaster Management Act and called by the Disaster Management Department of Stellenbosch Municipality; |

¹ All definitions obtained and where necessary modified from WordWeb <http://wordweb.info/free/>

3.6 Eviction / (Orders)	An order granted by competent Court for an eviction. This document distinguishes between a formal eviction and an informal eviction, as explained in clause 3.9 and 3.10 hereunder;
3.7 Evictee	Person expelled or ejected without recourse to legal process or forced to move out by a legal process;
3.8 Evictor	Person expelling or ejecting another without recourse to legal process or forces another to move out by a legal process;
3.9 Formal eviction	Eviction in accordance with an eviction order from a competent Court;
3.10 Informal eviction	Persons are put out on the street without any Court proceedings or a judgement or an eviction order from a competent Court. (These evictions usually occur over weekends or at night)
3.11 Informal dwelling ²	A structure that is constructed with wood, iron, plastic or a combination of these materials, which does not meet the standards of safety in building and does not comply with the National Building Regulations. These structures can be found in backyards or in informal settlements;
3.12 Municipality	Stellenbosch Municipality;
3.13 Meaningful engagement	Municipality and representatives from both parties in the eviction matter negotiate the terms under

² Modified. Original defu available at www.capetown.gov.za/eu/stats/documents/informal%20Dwellings.htm. Accessed 8 March 2015

- which the court judgement must be executed;
- 3.14 **Mediation**
- The act of intervening for the purpose of bringing about a settlement.
- 3.15 **Policy**
- The policy set out in this document as amended from time to time;
- 3.16 **Prescribed form**
- The application form/affidavit attached to this Policy for emergency housing assistance
APPENDIX 1;
- 3.17 **Professionally declared**
- The professional opinion and recommendation of a consultant or an official of Council who specialise in that field of expertise;
- 3.18 **Relocation**
- The removal of people by the municipality from their place of residence to a suitable location in accordance with the prescribe(s) of various Court judgements;
- 3.19 **Report(s) to Court**
- Municipality prepares a report for Court setting out the terms for meaningful engagement / mediation and/or the provision of alternative accommodation;
- 3.20 **Settlement Agreement**
- Settlement Agreement is the agreement reached between the parties and is submitted as part of the Court proceedings;
- 3.21 **"Surprise" Eviction**
- Where the evictee fails to inform the Municipality timeously of a formal eviction or when an informal eviction occurs over night or during a weekend without prior knowledge by the Municipality of said eviction;
- 3.22 **Temporary Relocation Area**
- An area identified by Council where the persons affected by emergencies can be

accommodated on a temporary basis.

In this Policy words importing the masculine gender include the feminine and neuter genders and *vice versa*; the singular includes the plural and *vice versa*; and natural persons include artificial persons and *vice versa*.

4. SCOPE, APPLICATION AND CRITERIA

This Policy will only apply to persons who are destitute and who find themselves in desperate need and/or crisis situations, such situations being referred to and defined below as "Emergencies", and only these persons will qualify for temporary emergency housing assistance (TEPA) under this Policy.

In the event of persons facing eviction, an eviction order must first be obtained from a competent Court before such persons will be assisted under this Policy.

The purpose of this Policy is ***not to:***

- assist landowners, in the absence of legal eviction proceedings, with the provision of alternative accommodation for occupiers of their properties;
- provide alternative accommodation to occupiers where such responsibility is on the landowners;
- Promote or foster queue-jumping by persons not listed on the Municipality's ordinary waiting list for housing.

Assistance provided under this Policy will only be of a temporary nature, and is not intended to provide a permanent solution and should not be considered as such.

4.1 Emergencies

An emergency exists when the Municipality, after application by the affected persons on the prescribed form, has confirmed that the persons affected qualify as a "Beneficiary". Table 1 (below) is a non-exhaustive list of possible categories of emergency.

Table 1: Categories of Emergency

Categories of Emergency		Competent Authority / Department / Directorate
4.1.1	Destitute and homeless as a result of a declared state of disaster , where assistance is required, including cases where initial remedial measures have been taken in terms of the Disaster Management Act, 2002 (Act No. 57 of 2002) by government, to alleviate the immediate crisis situation;	1. Disaster Management
4.1.2	Destitute and homeless as a result of a situation which is not declared as a disaster / emergency, but destitution is caused by extraordinary occurrences such as floods, strong winds, severe rainstorms and/or hail, snow, devastating fires, earthquakes and/or sinkholes or large disastrous industrial incidents;	2. Disaster Management
4.1.3	Or live in professionally declared dangerous conditions such as on land being prone to dangerous flooding, or land which is dolomitic, undermined at shallow depth, or prone to sinkholes or an a landfill site;	1. Planning & Economic Development 2. Engineering Services
4.1.4	Or live in the way of engineering services or proposed services such as those for water, sewerage, power, roads or railways, or in reserves established for any such purposes;	1. Engineering Services
4.1.5	Or are legally evicted or threatened with imminent eviction in accordance with a final eviction order from a competent Court from land or from unsafe buildings, or are in unsafe situations where based on professional advice warrants proactive steps ought to be taken to forestall such consequences;	1. Human Settlements in consultation with Legal Services
4.1.6	Or whose homes are demolished , or who are in situations where proactive steps ought to be taken to forestall such consequences;	1. Planning & Economic Development 2. Disaster Management 3. Law Enforcement
4.1.7	Or are displaced or threatened with imminent displacements as a result	1. Law Enforcement 2. Disaster Management

	of a state of civil conflict or unrest, or are in situations where pro-active steps ought to be taken to forestall such consequences;	3. Planning & Economic Development 4. Human Settlements in consultation with Legal Services
4.1.8	Or live in professionally declared conditions that pose immediate threats to life, health and safety and require emergency assistance; or	1. Engineering Services 2. Planning & Economic Development 3. Disaster Management

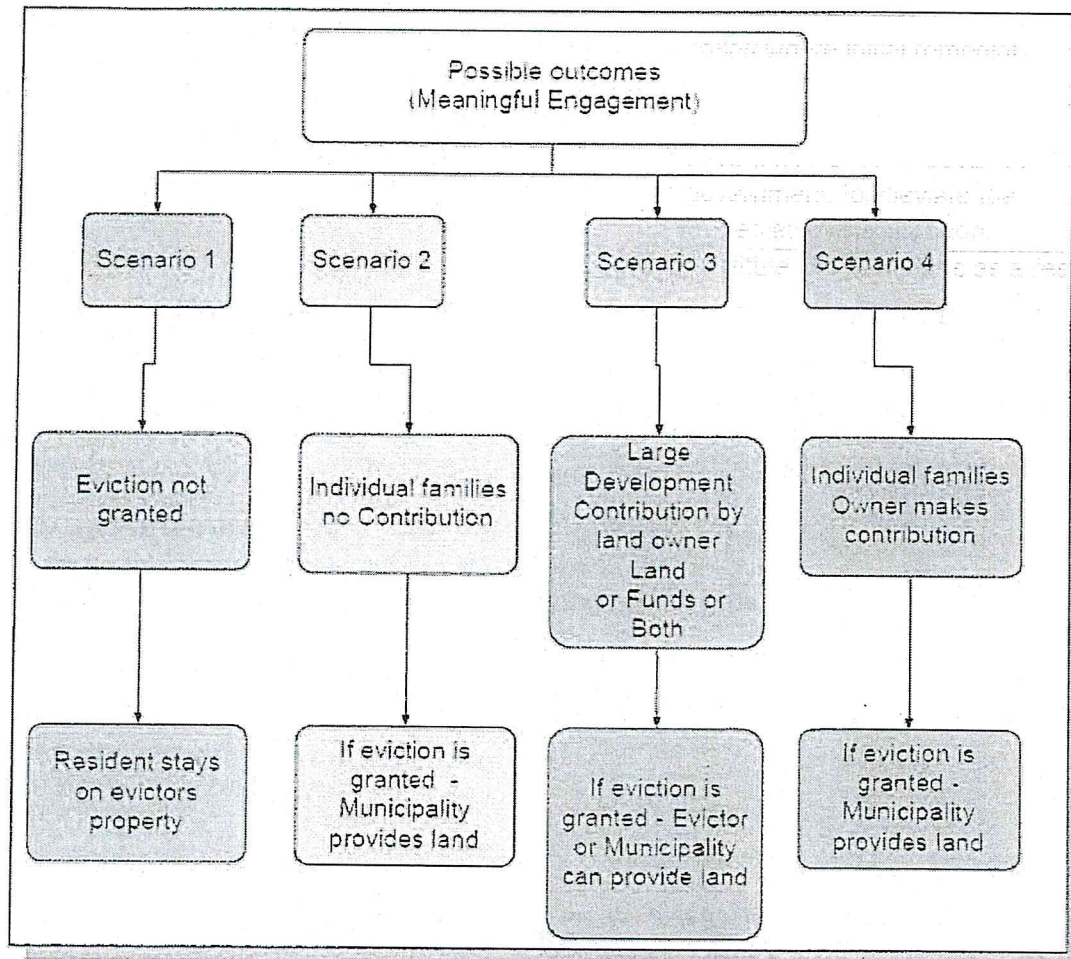
4.2 Meaningful engagement

The process of meaningful engagement was developed over time by various Court judgments to ensure that Municipalities are involved in the eviction process from an early stage. Therefor the purpose of the meaningful engagement process is to reduce the number of incidences where the municipality is "surprised" by a formal or informal eviction.

Effectively all parties negotiate the terms under which an eviction can occur and these terms eventually becomes the order of the court. In accordance with this process 4 scenarios are investigated, discussed and negotiated. The outcome of the meaningful engagement process becomes the order of the court.

Fig 1: Meaningful Engagement (scenarios)

5.



5. FUNDING / BUDGET

- 5.1 The Municipality recognises that it has a shared obligation, within its available resources, to implement this Policy and will, within its available resources and insofar as is possible, assist those persons who require immediate assistance, in terms of this policy.
- 5.2 The Municipality will also apply for any/all possible funding available from outside sources.
- 5.3 An emergency revolving fund will be established in which all funds including funds obtained from the relevant National/Provincial department in terms of the relevant application; funds from other sources of the Municipality as well as external funding contributions received will be deposited in order to address the objectives of this Policy.

6. CATEGORIES OF ASSISTANCE

Once an emergency has been declared by the relevant authority / Department / Directorate the Municipality provides various types and levels of assistance. Table 2 hereunder provides a non-exhaustive list of assistance. The list is compiled from observations by the ISD of assistance over the last 5 years.

Table 2: Categories of Assistance

Circumstance (category of emergency)	Type of assistance		By Whom / order of ascendancy (delegation)	Example	
Minimal structural damage (at most)	Emergency Kit	Materials	1. Disaster Management	Vehicle accidents all areas ³	Fire / Flood
Declared Emergency by Disaster Management Department in accordance with the Disaster Management Act Total destruction of structure	Enhanced Emergency Kit Refer also clause 6.1 to clause 6.4 hereunder	Materials	1. Disaster Management 2. JOC 3. Council	Langrug Fire	Fire
Eviction Order	Wendy House	3x3, 6x3 or 9x3 structure, depending on family size Note: 3 x 3 for single or couples with no dependents 3 x 6 families up to and including 5 individuals 3 x 9 families up to and including 10 individuals Specifications determined from time to time.	1. Human Settlements in consultation with Legal Services 2. MM 3. Council	Kreefgat, Jamestown Zone A, Kayamandi Landfill	Fire Fire Eviction order
Relocation by Municipality	Wendy House	3x3, 6x3 or 9x3 structure, depending on family size Note: 3 x 3 for single or couples with no dependents 3 x 6 families up to and including 5 individuals 3 x 9 families up to and including 10 individuals	1. JOC 2. Council 3. Legal Section	Kreefgat / 7de Laan, Jamestown Zone A, Kayamandi Landfill	Fire Fire Eviction order

³ Taxis on a regular basis drive into informal structures

		Specifications determined from time to time.			
Evicted over weekend or at night	Community Halls		1. Disaster Management 2. Law Enforcement 3. Council		

The level of assistance by the municipality depends on various cases highlighted above and elaborated in above mentioned table.

The various categories of assistance provided under this Policy depend on the specific circumstances and are dictated by the specific situation, as the case may be. The various categories are the following:

6.1 Accommodation kept in reserve for possible disasters / emergencies

- This entails the accommodation of persons in community halls or other buildings designated for this purpose as a temporary measure.

6.2 Temporary accommodation that is readily available

- This entails the temporary accommodation of persons at any place as decided by Council from time to time.
- Persons assisted will be provided with a temporary residential unit of a dignified nature and have access to services, which may be communal.

6.3 Transitional accommodation

- This form of accommodation will be established under the relevant housing programme of national and provincial government by setting aside a minimum of 10% of the total number of sites for formal housing in human settlement projects, as identified and earmarked by the Municipality from time to time, or sites identified by the Municipality for emergency accommodation and applying for funding in this regard, depending on the need that may exist.
- Persons assisted will be provided with a structure that meets the requirements of the relevant chapter of the National Housing Code and have access to services, which may be communal.

6.4 Shelters

- This entails the temporary accommodation of persons at one of the shelters operated or funded by the Municipality; as showed in the above mentioned table.

It is in the discretion of the Municipality to determine which categories of assistance apply to specific persons and which category of assistance to use in a specific situation, depending on, and with reference and having regard to, the specific circumstances of particular persons.

The assistance is only of a temporary nature and should not be considered as a permanent measure.

The Municipality can and reserves the right to, in its discretion, temporarily move persons to another suitable site.

Any person assisted under this Policy will be required to enter into an agreement with the Municipality in order to regulate the terms and conditions of such person's accommodation, in particular the temporary nature thereof and any ancillary and/or related obligations.

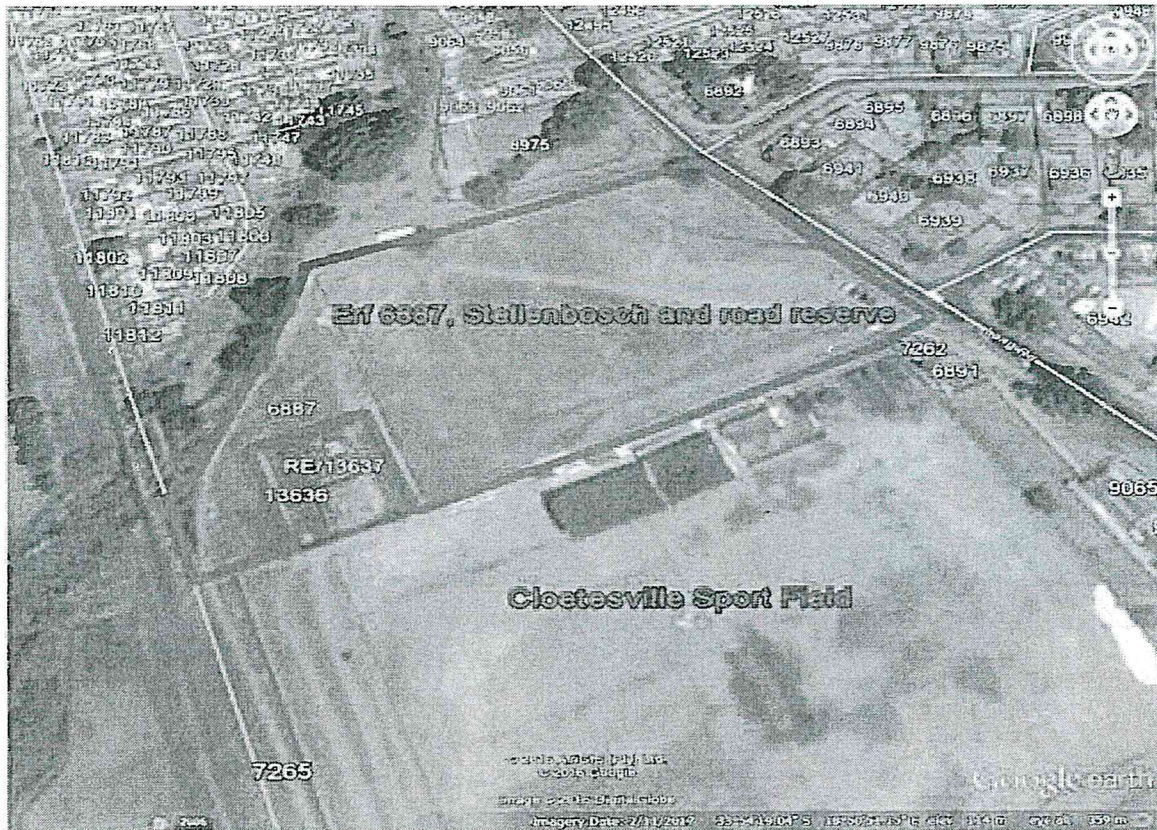
7. SHORT TITLE AND COMMENCEMENT

This policy is the only document of Council/Municipality that regulates Emergency Housing needs and shall be called **Emergency Housing Assistance Policy (EHAP)** and shall come into operation on the date of the final adoption by Council.

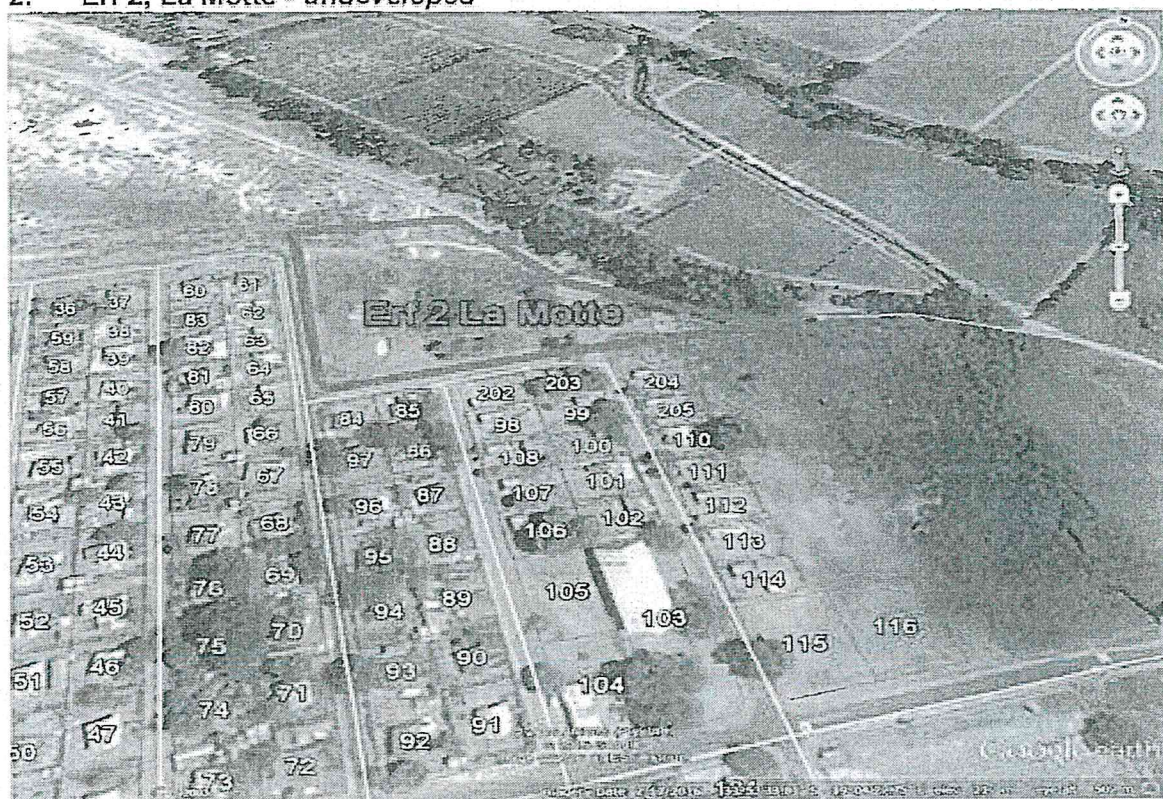
APPENDIX 2

Item 5 – Properties Identified for Possible Emergency Housing

1. Erf 6887, Stellenbosch (Cloetesville) & Abutting Road Reserve - undeveloped



2. Erf 2, La Motte - undeveloped



Wemmershoek

Farm No. 1024/3, Paarl Division

RE3/1615

1615

Google Earth

5 Erf 64, Kylemore – undeveloped state land



6. Farm 1006, Paarl Division (Meerlust) – state land under transfer.



7. Jamestown (Farm 527, Stellenbosch) – *partially developed.*



8. Erf 6301, Stellenbosch (Cloeteville) - *undeveloped*



9. Klapmuts (Farm No. 744/3, Paarl Division) – *Fully development since.*



10. Koelenhof (Farm No. 66/9, 74/3, 74/23, Stellenbosch) – *private land which is partially developed since*



11. Vlottenburg (Farms 393/11, 1307/2 & 1307, Stellenbosch) – approved for but not yet developed private land



12. Lynedoch (Farm 468/28, Stellenbosch) – undeveloped private land



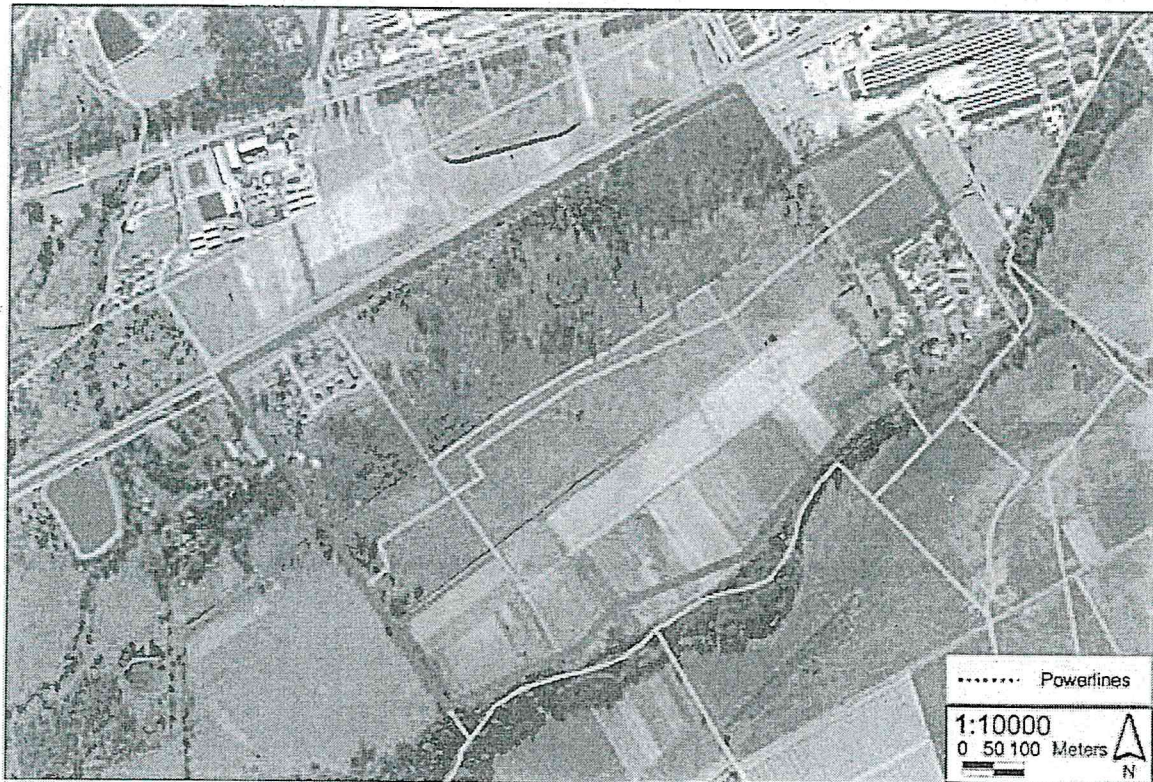
13. Idas Valley (Erf 11330, Stellenbosch) – *approved for development.*



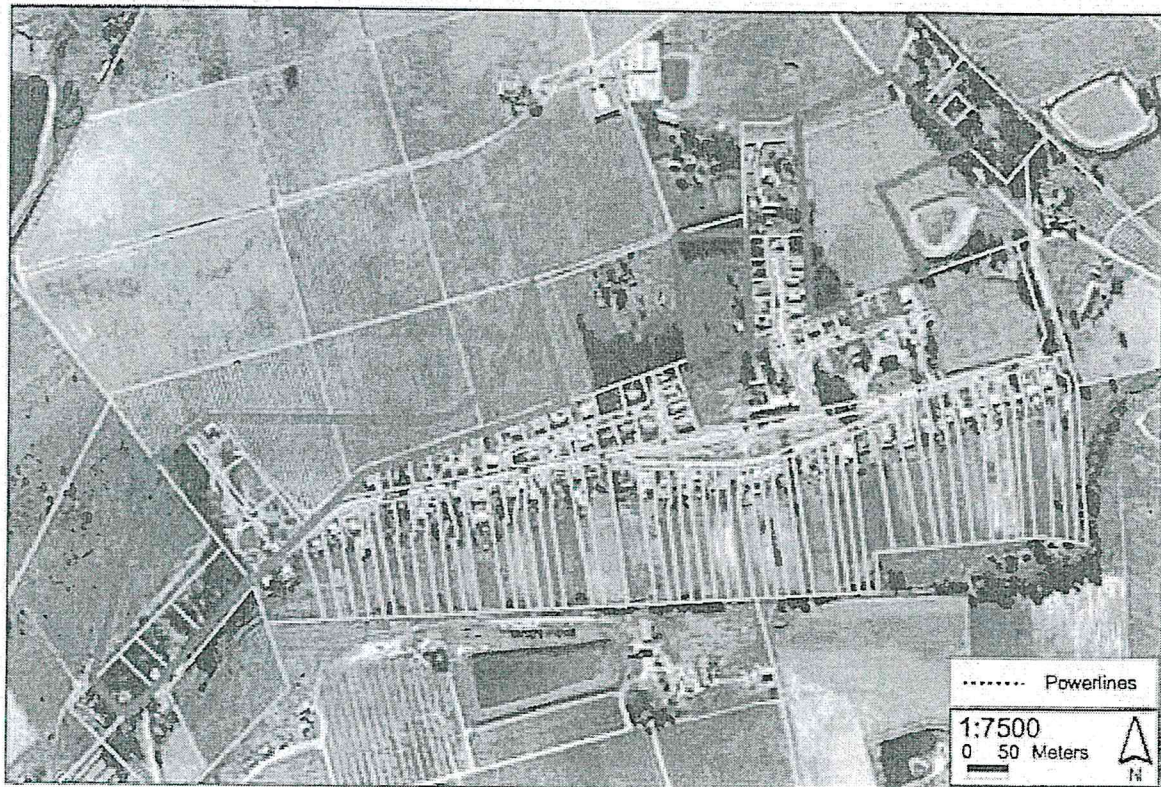
14. Devon Valley, Vredenburg Road sites (Farm 183, Stellenbosch) – *undeveloped but not suitable due to safety concerns.*



15. Vredenburg Farm (Farms 281, 281 & 283/8, Stellenbosch) – undeveloped state land



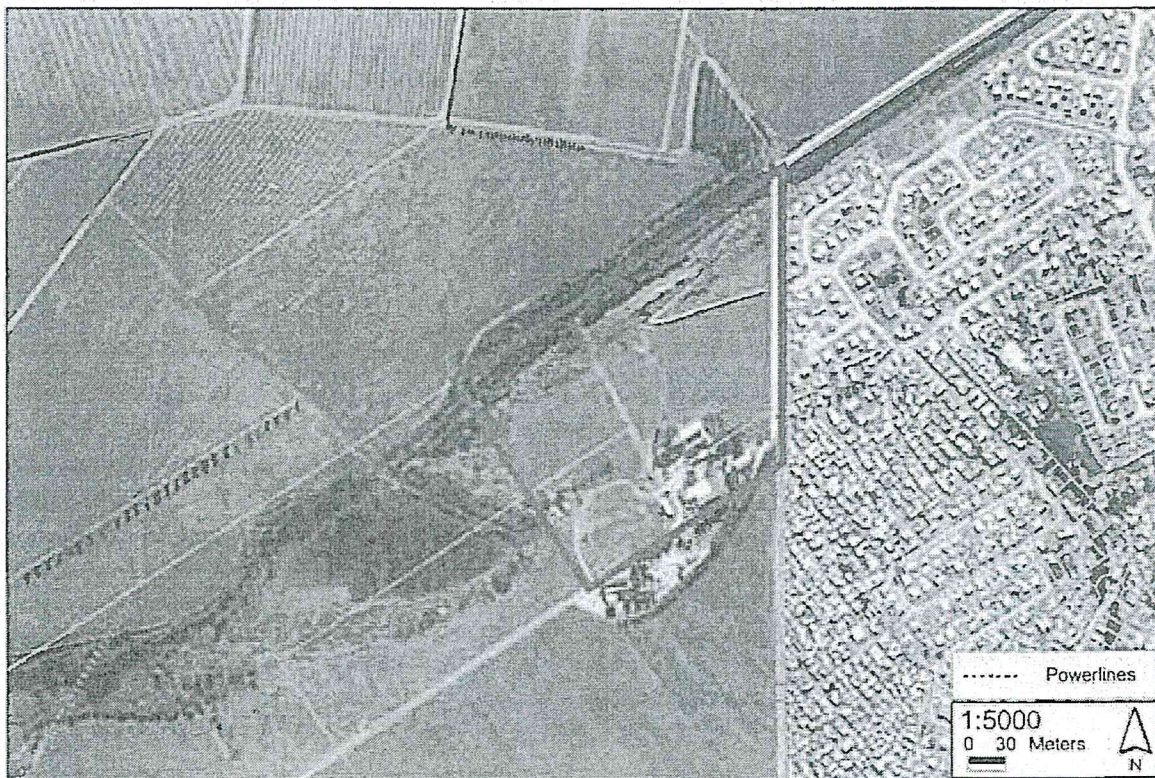
16. Raithby (Farm 616, Erf 151, 154) – partially developed private land.

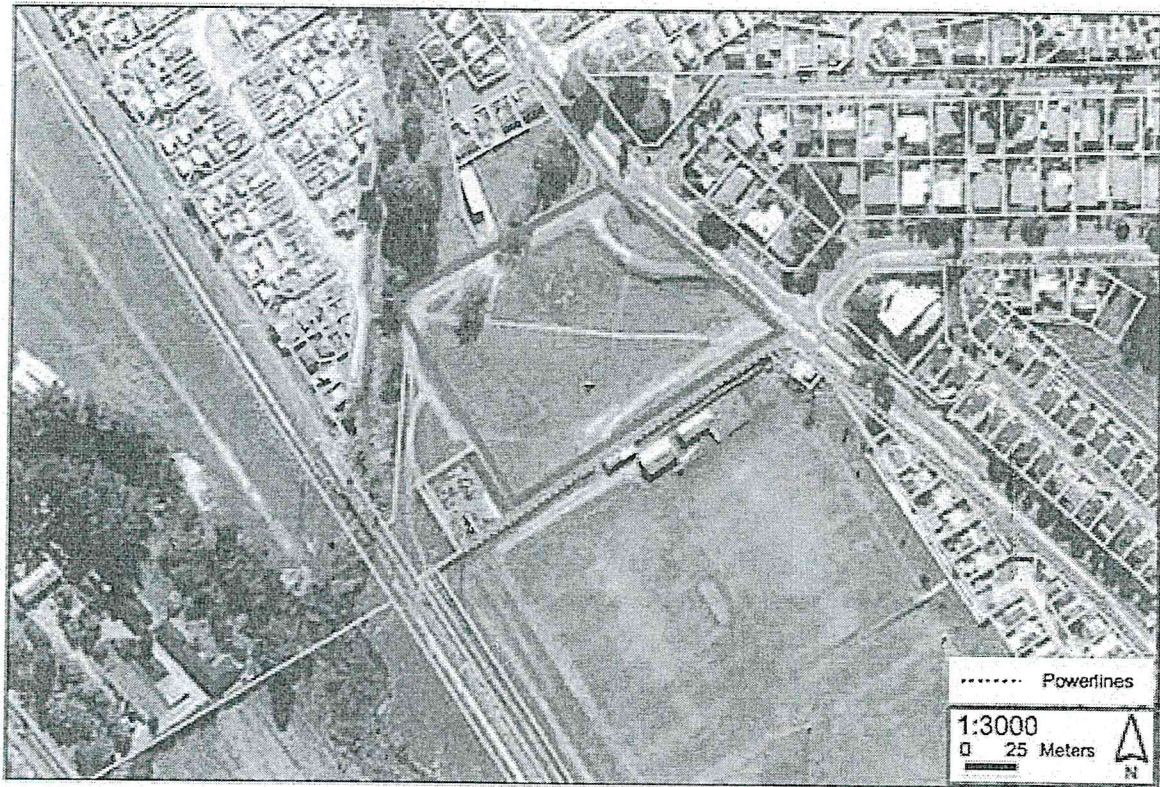


17. Franschhoek (Langrug's existing informal residential areas was identified) – *fully occupied.*



18. Kaya Mandi (Farm 182 & 183, Stellenbosch) – *partially developed.*





20. Farm 527, Stellenbosch (Jamestown) – partially developed.



APPENDIX 3

Appendix 3

Comments from the Department Human Settlements & Property Management:

FURTHER COMMENTS

1. The item should also draw Council's attention to the temporary structures which are needed to relocate families in these proposed developments. The material used should be of a more durable nature e.g. Nu-tec and Council should budget for this.
2. The item should also (if possible) provide a comment on the availability of electricity in these areas.

POSSIBLE DISCUSSION POINTS

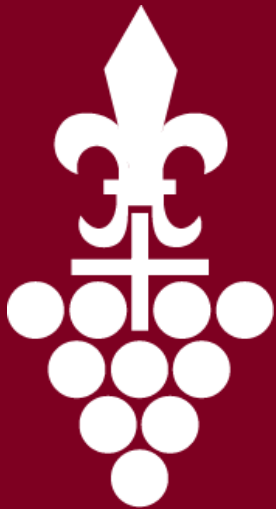
- 1.1 Access to electricity in these areas;
- 1.2 The leasing of these properties (rental agreements);
- 1.3 Water saving methods (pre-paid water meters, water tanks, etc.).

ANNEXURE 2

POSSIBLE EMERGENCY HOUSING SITES

Integrated Human Settlements

11 DECEMBER 2025



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY



The reality within the WC024

- There is a severe shortfall in providing emergency housing to evicted families and families affected by emergencies.
- The number of persons requiring emergency housing is continuously increasing.
- There is insufficient Council-approved municipal land to accommodate evictees and persons affected by emergencies, requiring emergency housing.
- The management of Temporary Relocation Areas (TRAs) creates resistance from surrounding communities.



What is Emergency Housing?

Key Definitions

Key definitions as defined in the Emergency Housing Assistance Policy:

- **Beneficiaries/Victims:** Persons who are residents in the jurisdiction of the municipality and find themselves in an emergency and who are desperately poor, homeless and unable to address their housing emergency from own resources or from other resources such as willing relatives or friends;
- **Emergency/Disaster:** Disaster as contemplated under the Disaster Management Act (57 of 2002); Emergency as contemplated under the Disaster Management Act and called by the Section: Disaster Management of Stellenbosch Municipality;
- **Emergency sites:** Pieces of land in municipal ownership identified by Council from time to time for the provision of emergency housing;
- **Eviction/(Orders):** An order granted by a competent Court for an eviction;



What is Emergency Housing?

Key Definitions

Key definitions as defined in the Emergency Housing Assistance Policy:

- **Formal Eviction:** Eviction in accordance with an eviction order from a competent court;
- **Informal Eviction:** Persons are out on the street without any Court proceedings, a judgment, or an eviction order from a competent Court;
- **“Surprise” Eviction:** Where the evictee fails to inform the Municipality timeously of a formal eviction or when an informal eviction occurs overnight or during a weekend without prior knowledge by the Municipality of said eviction;
- **Relocation:** The removal of people by the Municipality from their place of residence to a suitable location in accordance with the prescribe(s) of various court judgements; and
- **Temporary Relocation Area:** An area identified by Council where the persons affected by emergencies can be accommodated on a temporary basis.



Emergency Housing Areas

The history of previously identified land parcels

- With reference to the Council meeting held on 2017-10-25, Item 7.3.2, a total of 20 possible sites were identified for emergency housing.
- The Council resolved that:
 - (a) that in order to understand and agree on the uncertainties (as listed in paragraph 7 of the report), it is proposed that a workshop be held amongst the relevant municipal directorates and Ward Councillors to:
 - (i) discuss, agree, and formulate a response to the questions listed in paragraph 7;
 - (ii) determine criteria for the selection of suitable emergency housing sites
 - (b) that the Director: Planning and Economic Development be mandated to coordinate the aforementioned workshop; and
 - (c) that after the workshop envisaged in (a) above, the item be resubmitted to Council for consideration.



Emergency Housing Areas

The history of previously identified land parcels

- At the workshop, it was agreed that Councillors, and particularly Ward Councillors will identify suitable land for emergency housing within their wards and that the land so identified will be brought under the attention in writing to the Speaker within 14 days of the workshop.
- **Outcome of the workshop:** “No proposal was received during this period or since the workshop. Hence, no new land for emergency housing was included in this report.”



Types of Emergency Housing Units

Different options & dimensions

Currently, there are two different emergency housing units provided in the Municipality:

Unit type	Sizes provided	Prices per Wendy House
Wendy Houses <ul style="list-style-type: none">Pricing according to: BSM 50/24CPI: 2,8%	3x3	R35 907,53
	3x6	R56 106,18
	3x9	R80 143,10
Unit type	Sizes provided	Prices per Unit
ABT units <ul style="list-style-type: none">Pricing According to BSM 21/25: Cancelled due to non-compliance	30 m ² One-bedroom	R101 889,90 – R546 991,20
	40m ² Two-bedroom	R123 797,60 – R639 188,40
	50m ² Three-bedroom	R146 510,00 – R700 718,50



Types of Emergency Housing Units

Different options & dimensions

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Cont.

- Wendy houses



Mooiwater, Franschhoek



Types of Emergency Housing Units

Different options & dimensions

Page 141

Cont.

- ABT Houses



Cloeteville, Stellenbosch



Emergency Housing Areas

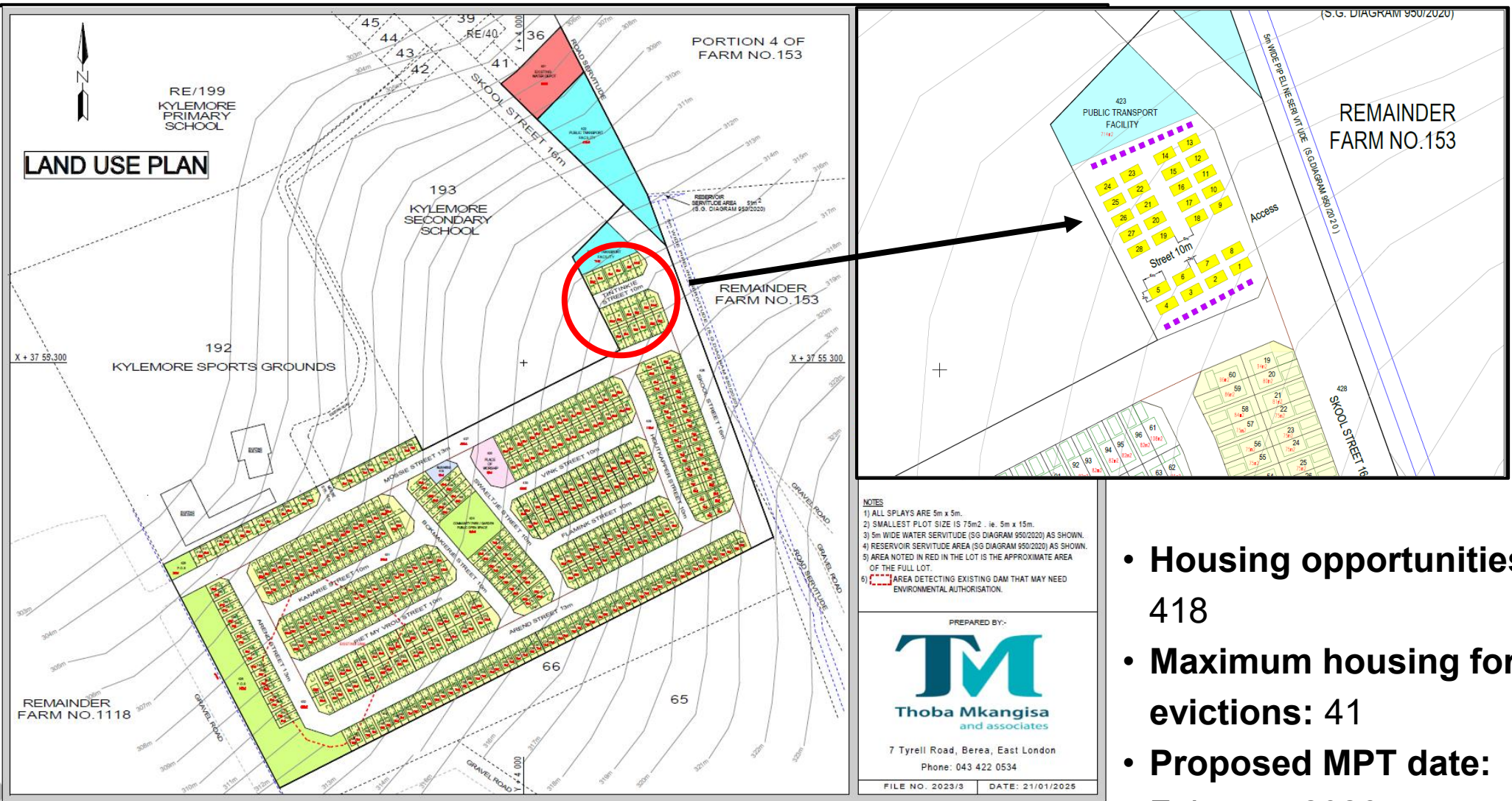
Active Projects

According to Section 6.3 *Transitional Accommodation* of the Emergency Housing Assistance Policy:

“This form of accommodation will be established under the relevant housing programme of national and provincial government by setting aside a minimum of 10% of the total number of sites for formal housing in human settlement projects, as identified by the Municipality for emergency accommodation and applying for funding in this regard, depending on the need that may exist.”

Current Active Municipal Housing Project:

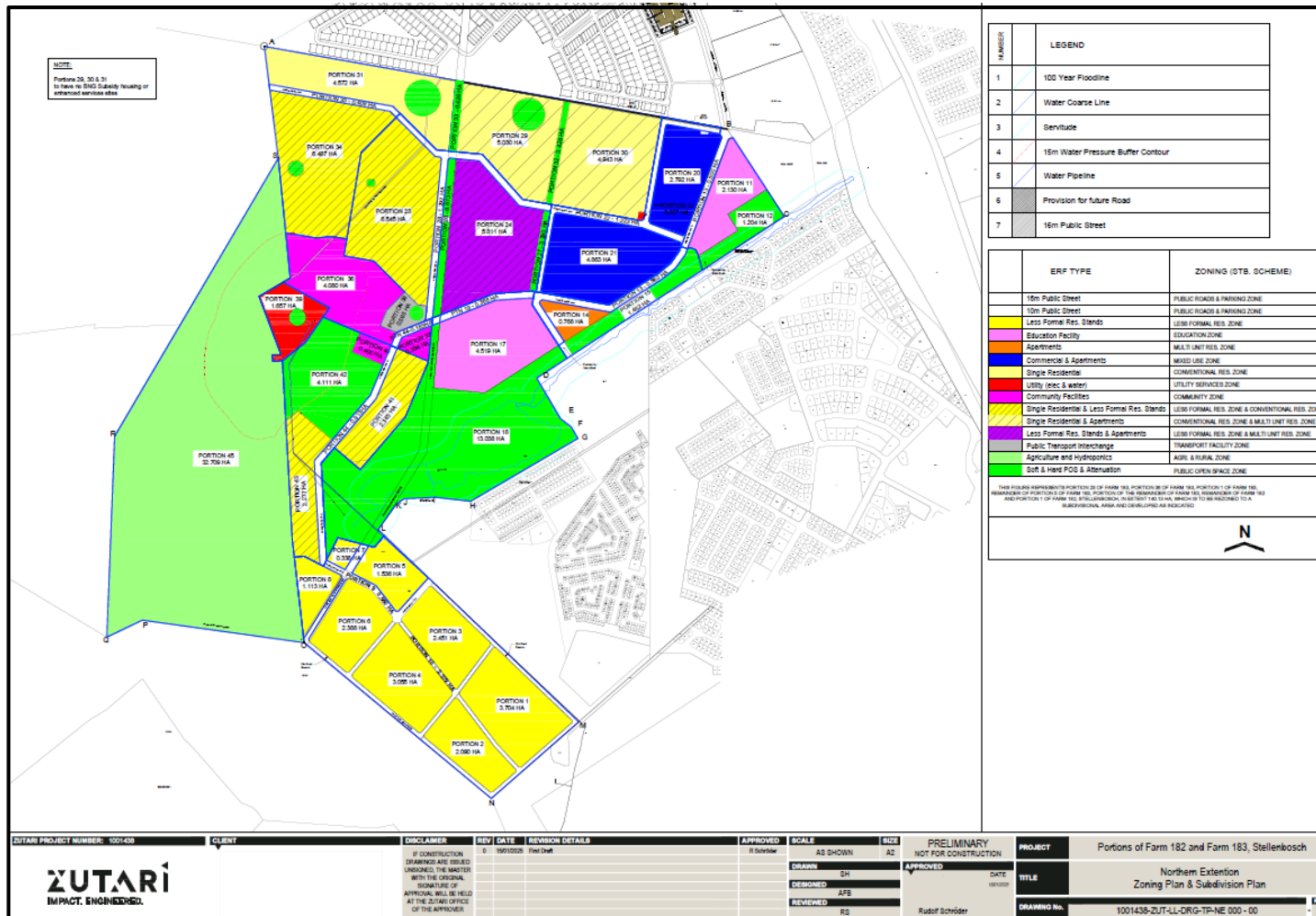
- Erf 64, Kylemore
- Adam Tas Corridor Precinct 10 (Northern Extension), Stellenbosch
- Phases 2 & 3 of Jamestown
- Erf 2183, La Rochelle, Klapmuts





Emergency Housing Areas

Active Projects: Adam Tas Precinct 10, Stellenbosch

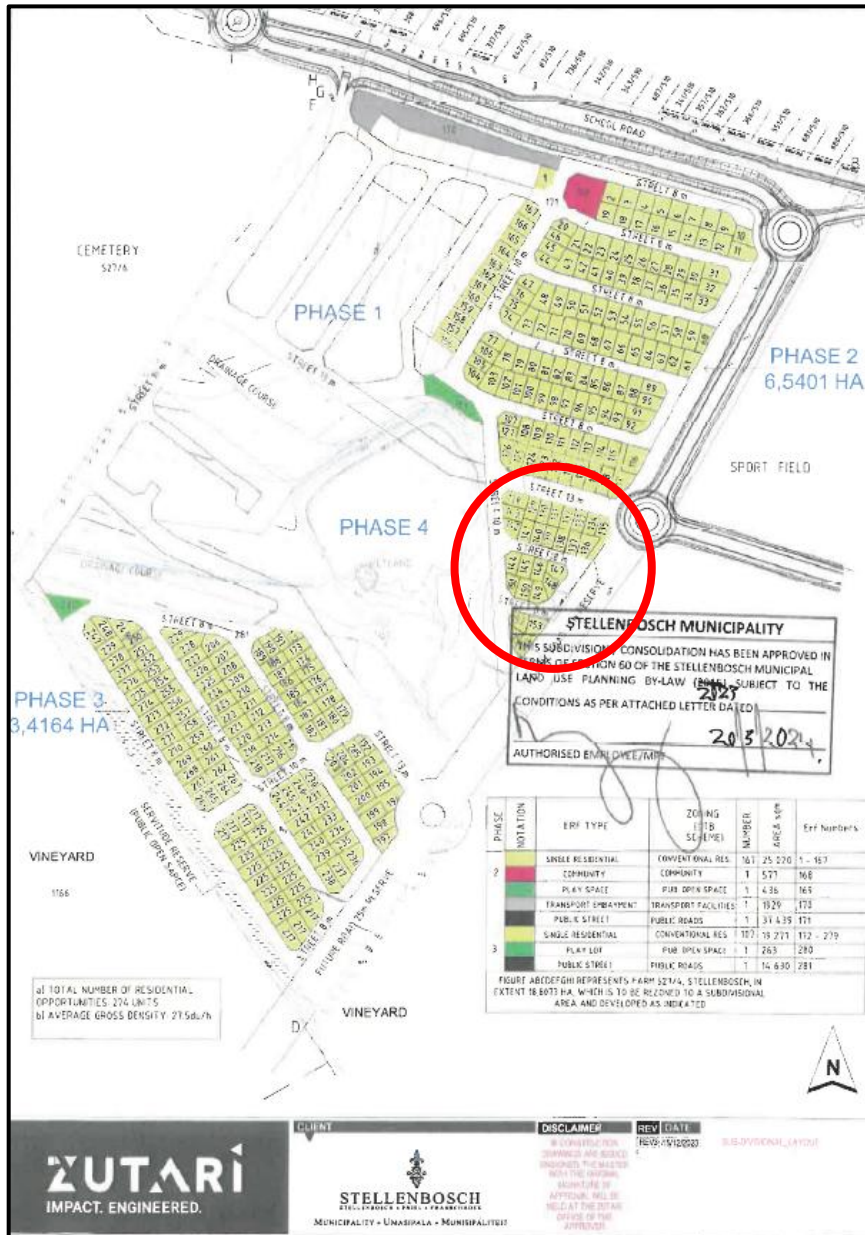


- **Proposed opportunities: 3500**
- **Maximum emergency opportunities: 350**
- **Municipal Planning Tribunal: Jan/Feb 2026**



Emergency Housing Areas

Active Projects: Phases 2 & 3 of Jamestown



- Housing opportunities: 274
- Maximum emergency opportunities: 27
- Appointment of contractor: 2026



Emergency Housing Areas

Proposed new sites

Property Description	Ownership
Newman Street (multiple erven), Idas Valley	Municipal
Makapula Properties (multiple erven), Kayamandi	Municipal
Farm 279, Droë Dyke	Municipal
Re/Erf 6846, Cloetesville	Municipal
Erf 2530, Stellenbosch	Municipal
Mountain Breeze	Municipal
Farm 1024/3, Wemmershoek	Municipal
Erf 2414, 3027, 3028, and 2412, Klapmuts	Municipal
Farm 1006/1, Meerlust Simondium	Public Works (National)
Erf 2, La Motte	Municipal
68 Erven, Mooiwater (Dalubuhle)	Private/Tender
Papplaas, Devon Valley	Municipal Lease



Emergency Housing Areas

Proposed new sites: Newman Street, Idas Valley



- Immediate opportunities: 23
- Total opportunities: 33



Emergency Housing Areas

Proposed new sites: Makapula Properties, Kayamandi



Possible opportunities: 12



Emergency Housing Areas

Proposed new site: Farm 279, Droë Dyke

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Erf size: ± 23 ha



Emergency Housing Areas

Proposed new site: Re/Erf 6846, Cloetesville



Possible opportunities: 25



Emergency Housing Areas

Proposed new site: Erf 2530, Stellenbosch

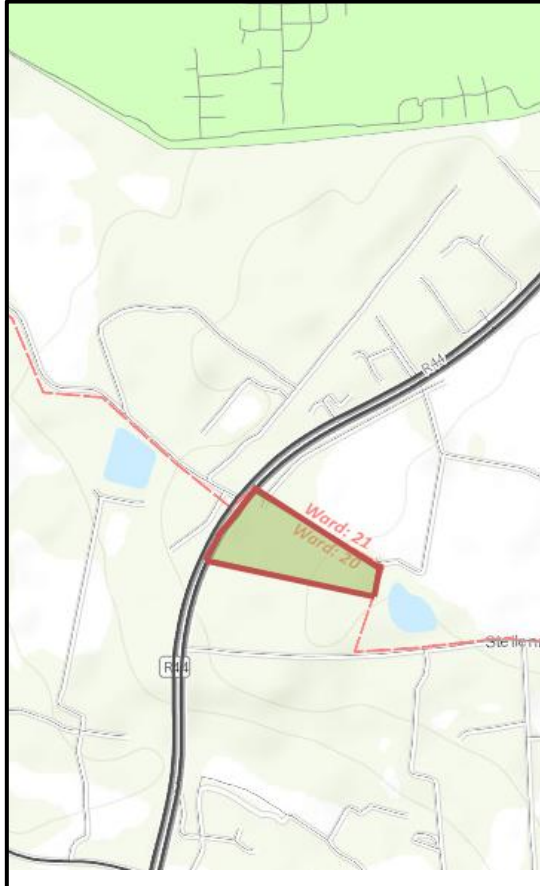


Possible opportunities: 8



Emergency Housing Areas

Proposed new site: Mountain Breeze



Erf size: ± 6 ha



Emergency Housing Areas

Proposed new site: Farm 1024/3, Wemmershoek



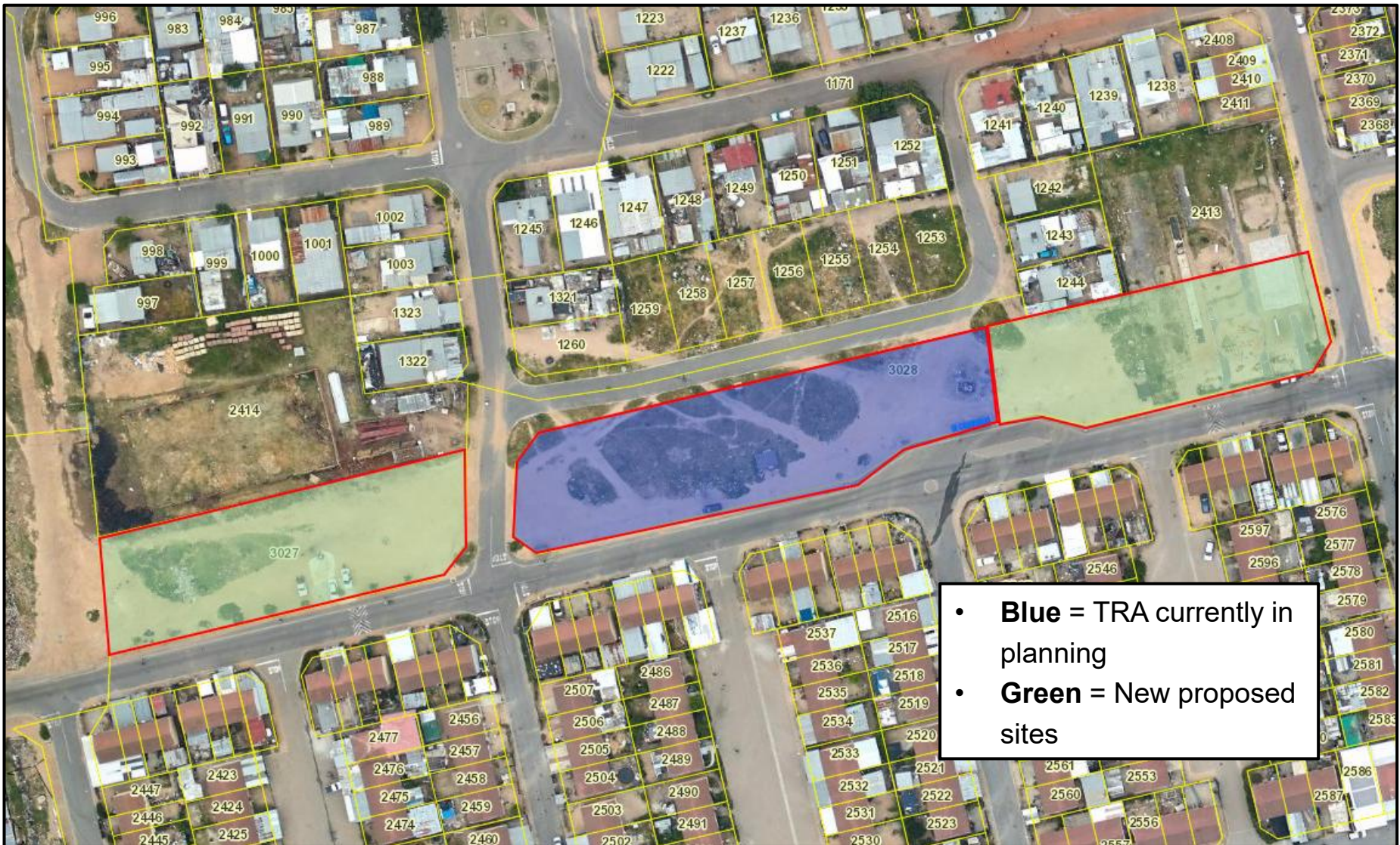
Erf size: $\pm$ 3ha



Emergency Housing Areas

Proposed new sites: Erven 2414, 3027, 3028, 2414, Klapmuts

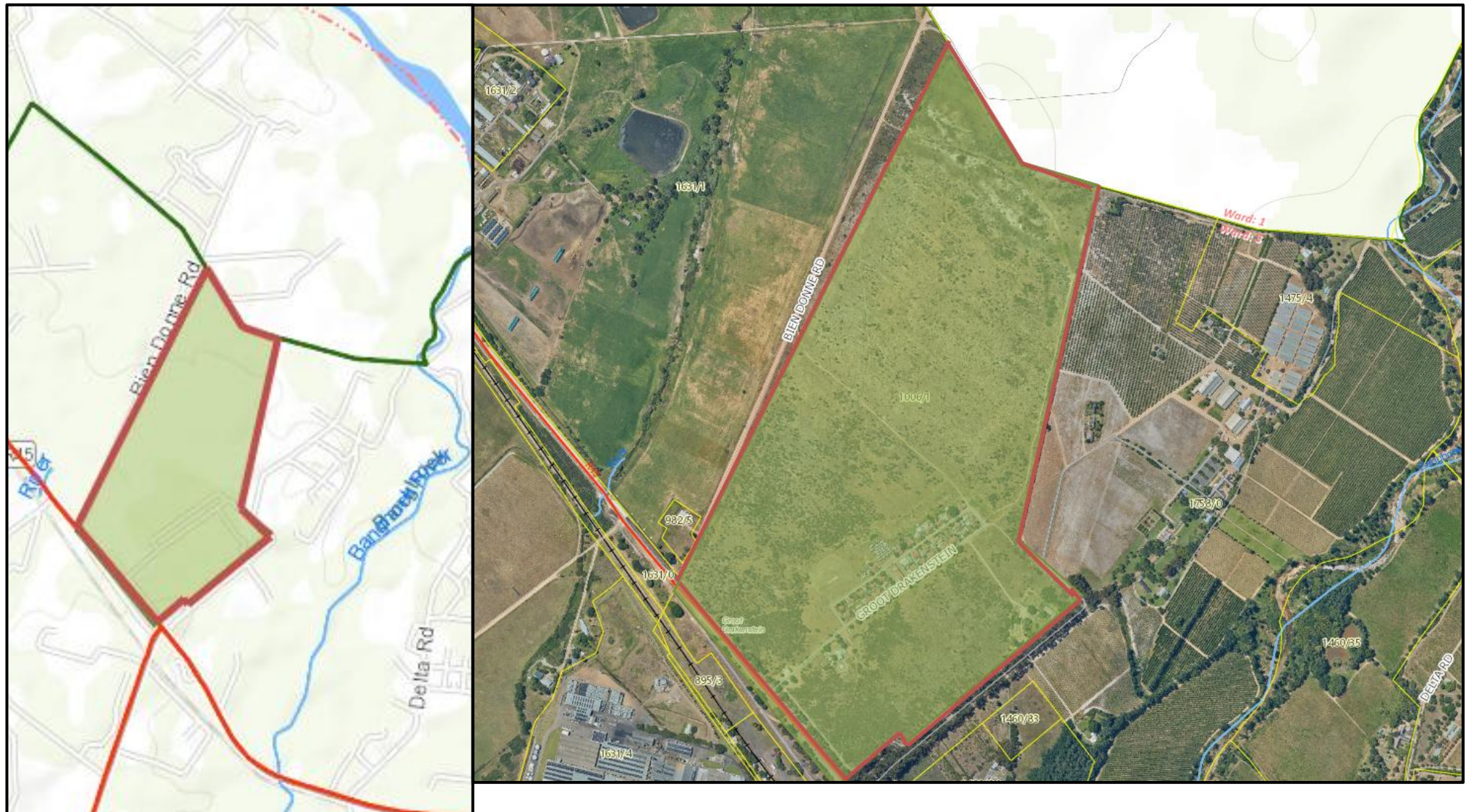
- Erven 3027, 3028, and 2412, Klapmuts





Emergency Housing Areas

Proposed new site: Farm 1006/1, Meerlust Simondium



Erf size: ± 65 ha



Emergency Housing Areas

Proposed new site: Erf 2, La Motte



Erf size: ± 2 ha



Emergency Housing Areas

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Proposed new site: 68 Erven, Mooiwater (Dalubhule)





Emergency Housing Areas

Proposed new site: Papplaas, Devon Valley

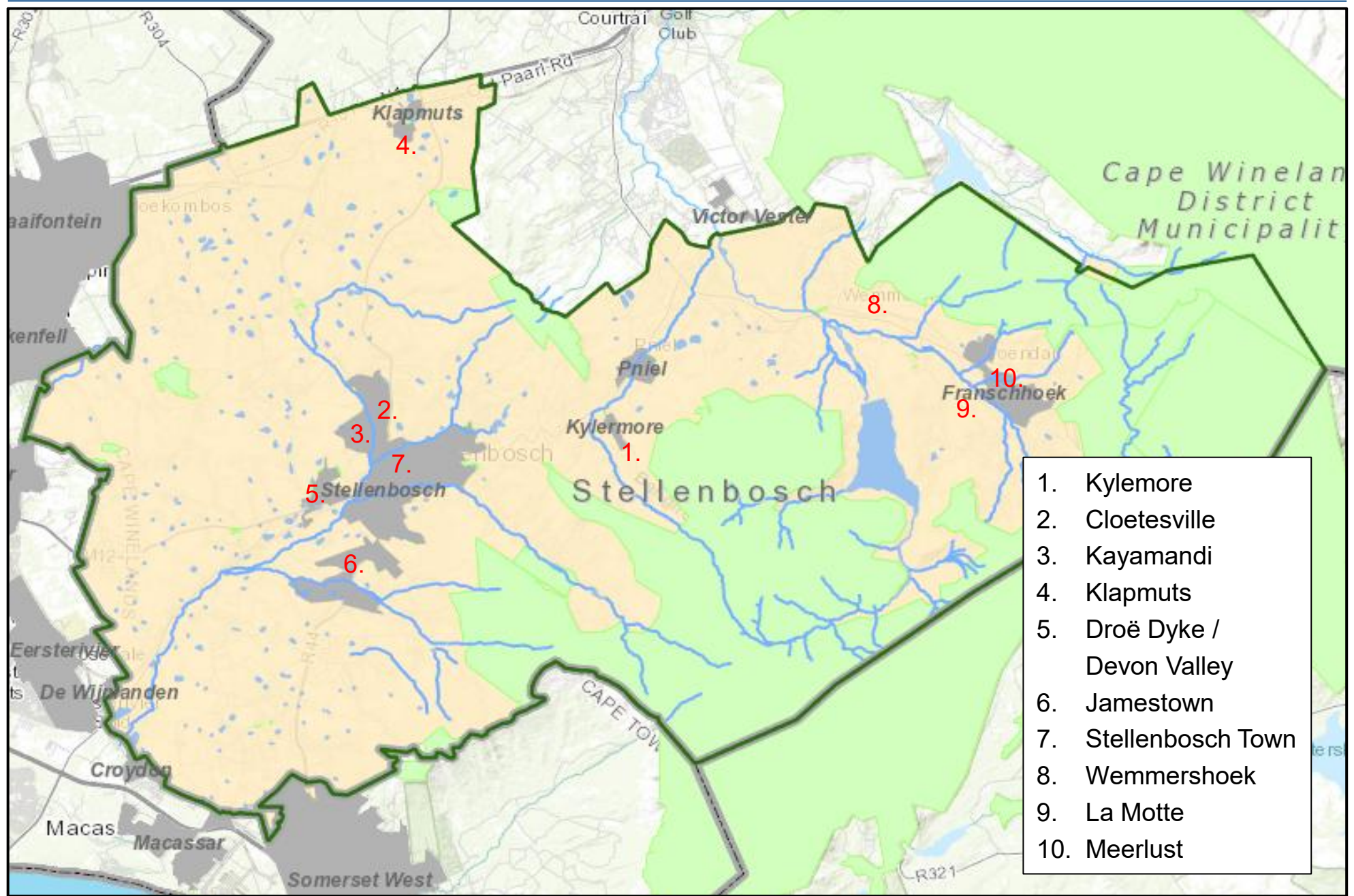


Erf size: ± 17 ha



Emergency Housing Areas

Geographical location of all sites

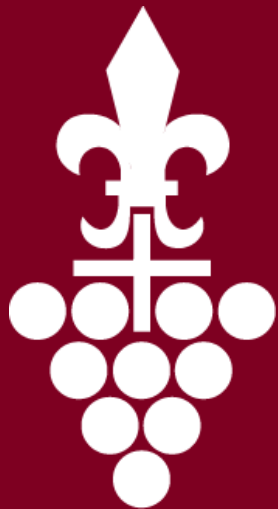




Moving forward

Challenges and Opportunities

CHALLENGES	OPPORTUNITIES
<ul style="list-style-type: none">• Identifying suitable land for emergency housing• Funding• IBS (Interim Basic Services)	<ul style="list-style-type: none">• Council Approves identified sites & desktop Studies• PDol/Municipal Funds (CRR)• Engineering Approvals
<ul style="list-style-type: none">• Managing TRAs	<ul style="list-style-type: none">• Appointment of dedicated staff to manage each TRA
<ul style="list-style-type: none">• Providing basic services	<ul style="list-style-type: none">• Communal Ablution Facilities or Individual Household Ablution Facilities• Electricity• Taps (Water)
<ul style="list-style-type: none">• Inter-departmental collaboration in the provision of emergency housing	<ul style="list-style-type: none">• Proper well-defined SOP that activates all relevant departments to assist in the emergency
<ul style="list-style-type: none">• Community Dynamics	<ul style="list-style-type: none">• Sustained Stakeholder Engagement and Communication
<ul style="list-style-type: none">• Not in my Backyard (NIMBY)	<ul style="list-style-type: none">• Geographical Proximity



THANK YOU



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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

ANNEXURE 3

7.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)
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NONE

7.7	PARKS,OPEN SPACES AND ENVIRONMENT: (PC: CLLR J WILLIAMS)
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NONE

7.8	PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM :(PC: CLLR T KUMM)
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7.8.1	ADAM TAS CORRIDOR (ATC): APPROVAL OF THE TERMS OF REFERENCES FOR THE ADAM TAS CORRIDOR STEERING COMMITTEE AND THE DEVELOPMENT FACILITATION UNIT (DFU)
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Collaborator No: 803524
 IDP KPA Ref No: Valley of Opportunity
 Meeting Date: 15 April 2026

1. SUBJECT: ADAM TAS CORRIDOR (ATC): APPROVAL OF THE TERMS OF REFERENCES FOR THE ADAM TAS CORRIDOR STEERING COMMITTEE AND THE DEVELOPMENT FACILITATION UNIT (DFU)

2. PURPOSE

To request Council to approve the Terms of References (ToRs) for the Adam Tas Corridor Steering Committee and the Adam Tas Corridor Development Facilitation Unit (DFU) as part of the institutional arrangements required to support the implementation of the Adam Tas Corridor Local Spatial Development Framework (LSDF) and the ATC Overlay Zone.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Adam Tas Corridor (ATC) is one of the most significant catalytic spatial transformation projects within Stellenbosch Municipality. The project area covers approximately 375 hectares of largely underutilised industrial and agricultural land along Adam Tas Road, connecting Kayamandi, Cloetesville, and the Stellenbosch town centre.

To realise the vision of transforming this corridor into a mixed-use, inclusive, and integrated urban development area, Council approved the ATC Local Spatial Development Framework (LSDF) and associated development guidelines in October 2022. To enable implementation, Council subsequently approved the ATC Overlay Zone (promulgated in November 2023), which allocates development rights and conditions to facilitate coordinated development.

The Zoning Scheme stipulates that dedicated institutional arrangements must be established to coordinate the corridor's implementation and support collaboration between the Municipality, landowners, and other stakeholders. To support this requirement, Stellenbosch Municipality appointed the Western Cape Economic Development Partnership (EDP) to assist with the establishment of governance arrangements.

Following extensive collaboration between the Municipality, the EDP, and key stakeholders, draft Terms of Reference have been prepared. The **Steering Committee will provide strategic governance and oversight, while the Development Facilitation Unit (DFU) will provide technical coordination and**

facilitation support. Council's approval of both Terms of Reference is therefore required to formalise the governance structure and operational implementation mechanisms for the ATC project.

5. RECOMMENDATIONS

- (a) that Council Approve the Terms of Reference for the Adam Tas Corridor Steering Committee, attached as **APPENDIX 1**;
- (b) That Council Approve the Terms of Reference for the Adam Tas Corridor Development Facilitation Unit (DFU), attached as **APPENDIX 2**; and
- (c) that Council Support the implementation of the institutional arrangements required to advance the implementation of the Adam Tas Corridor Local Spatial Development Framework and Development Guidelines.

6. DISCUSSION / CONTENTS

6.1 BACKGROUND

The Adam Tas Corridor has been identified as a strategic spatial transformation initiative aimed at unlocking development opportunities within underutilised land along the western edge of Stellenbosch. The corridor extends along the R310 and R44 transport routes, comprising a series of privately and publicly owned land parcels transitioning from historical industrial and agricultural functions toward mixed-use development.

The ATC is envisaged as a long-term spatial transformation initiative that will contribute to inclusive economic growth and spatial integration. The collaborative vision for the ATC includes:

- The development of approximately 10,000 – 12,000 new housing opportunities, including affordable and inclusionary housing.
- Mixed-use development with residential, commercial, and institutional components.
- The spatial integration of Kayamandi, Cloetesville, and the Stellenbosch town center.
- The rehabilitation of ecological systems, including the Plankenbrug River and Papegaaiberg.
- Improved mobility through enhanced public transport and non-motorised transport networks.

Chronology of Planning and Policy Milestones:

The planning framework for the ATC has evolved sequentially through collaborative planning between the Municipality, Western Cape Government, landowners, and other stakeholders:

- May 2019: Council authorized the Municipal Manager to explore a Public-Private Partnership for the Adam Tas Project, and the ATC was identified as a catalytic project in the Municipal Spatial Development Framework (MSDF).
- 2020 – 2022: The Municipality commissioned the preparation of the ATC Local Spatial Development Framework (LSDF).
- August 2022: To lay the foundation for project governance, Council endorsed the Memorandum of Understanding establishing the ATC Landowners Collective. This enabled formal collaboration between major public and private landowners and the Municipality.
- October 2022: Council approved the ATC LSDF and Development Guidelines, solidifying the long-term spatial vision.
- May 2023: Council approved the ATC Overlay Zone, enabling the allocation of development rights to individual properties.
- November 2023: The ATC Overlay Zone was officially promulgated in the Provincial Gazette as part of the Stellenbosch Zoning Scheme By-law.

To transition from planning to implementation, Stellenbosch Municipality appointed the Western Cape Economic Development Partnership (EDP). The EDP has been instrumental in facilitating the creation of the ATC Landowners Collective and has been tasked with designing the necessary institutional arrangements, specifically the Steering Committee and an implementation mechanism (DFU), to execute the corridor's development.

6.2 **DISCUSSION:**

To enable effective implementation of the Adam Tas Corridor, two key institutional mechanisms are proposed:

1. Adam Tas Corridor Steering Committee

The Steering Committee will provide strategic oversight and governance for the implementation of the ATC. The Terms of Reference attached to this item provide the governance framework for its functioning. Its responsibilities include:

1. Providing strategic oversight of the ATC implementation programme.
2. Ensuring alignment with municipal and provincial planning frameworks.
3. Facilitating collaboration between the Municipality, landowners, and other stakeholders.
4. Monitoring implementation progress and public benefit outcomes.
5. Providing structured oversight of the Development Facilitation Unit.

The Steering Committee will comprise representatives from Stellenbosch Municipality, the ATC Landowners Collective, Western Cape Government, Stellenbosch University / STIAS, Civil society representatives, Passenger Rail Agency of South Africa (PRASA), and the Western Cape EDP (serving as secretariat).

2. Development Facilitation Unit (DFU)

The DFU will serve as the technical implementation support mechanism for the ATC project. It will operate on a three-year contract basis, with an initial focus on the priority precincts identified within Phase 1 of the ATC implementation programme. The DFU will be responsible for:

1. Coordinating development processes within the corridor.
2. Supporting precinct planning and project preparation.
3. Facilitating stakeholder engagement.
4. Mobilising funding and financial mechanisms.
5. Monitoring development progress and public benefit outcomes.

While the DFU will provide crucial coordination and facilitation services, statutory decision-making authorities will remain strict with Stellenbosch Municipality. Following Council's approval, the next phase of implementation will focus on formally establishing these governance structures and procuring the DFU service provider.

6.3 FINANCIAL IMPLICATIONS

The establishment of the DFU will be funded through the municipal budgeting process.

6.4 LEGAL IMPLICATIONS

The recommendation in this report complies with the legal advice received. The proposed institutional arrangements are aligned with the provisions of the Stellenbosch Zoning Scheme By-law and the ATC Overlay Zone, which require the establishment of institutional mechanisms to support implementation of the ATC development framework.

6.5 STAFF IMPLICATIONS

No additional staff implications.

6.6 PREVIOUS / RELEVANT COUNCIL RESOLUTIONS

Approval of the ATC LSDF and Development Guidelines (October 2022).

- a) *That Council approves the Final Draft Adams Tas Local Spatial Development Framework. 2019 attached as Appendix 3; and*
- b) *That Council approves the Adam Tas Corridor Development Guidelines attached as Appendix 4 to this report.*

Approval of the ATC Overlay Zone (May 2023).

That Council approves the draft Adam Tas Corridor Overlay Zone attached as Appendix 1 to the agenda for incorporation in the Stellenbosch Zoning Scheme By-law, 2019.

Endorsement of the ATC Landowners Collective Memorandum of Understanding (August 2022)

- a) That Council take note that at the 27th Council Meeting dated 29 May 2019, the Municipal Manager was authorized to by Council to explore a Public Private Partnership for the Adam Tas Project: and
- b) That Council endorse that the Municipal Manager be a signatory to the Memorandum of Understanding ("MOU") for the Establishment of the Adam Tas Corridor Landowners Collective, attached as Appendix 1 to the report.

6.7 **RISK IMPLICATIONS**

The risks are addressed in the item content.

APPENDICES

Appendix 1: Draft ATC Steering Committee Terms of Reference

Appendix 2: Draft ATC Development Facilitation Unit (DFU) Terms of Reference

FOR FURTHER DETAILS CONTACT:

NAME	Jeremy Benjamin
POSITION	Senior Manager: Development Planning
DIRECTORATE	Planning and Economic Development
CONTACT NUMBERS	021 808 8197
E-MAIL ADDRESS	Jeremy.benjamin@ Stellenbosch.gov.za
REPORT DATE	7 April 2026

APPENDIX 1

Terms of Reference:

Adam Tas Corridor Steering Committee

Draft 5: 20 February 2025

Author: Economic Development Partnership, on behalf of Stellenbosch Municipality

This document is set out to enable implementation in the short term and may be revised during or immediately following the initial three-year period, in alignment with the long term institutional arrangements agreed upon at that time.

1. Introduction

The Adam Tas Corridor (ATC) is a catalytic urban development initiative in Stellenbosch, involving public and private stakeholders. The ATC Steering Committee (SteerCo) is established to provide strategic oversight, coordination, and decision-making support to ensure the successful implementation of the ATC vision and institutional arrangements.

2. Purpose of the Steering Committee

The primary purpose of the ATC SteerCo is to facilitate and oversee the collaborative efforts between landowners, Stellenbosch Municipality, and other key stakeholders. The SteerCo will guide the governance, funding, and implementation processes required for sustainable and integrated development in the corridor, in line with the implementation programme of the ATC LSDF.

3. Functions and Responsibilities

3.1 Overview of responsibilities

The ATC SteerCo will:

- 3.1.1 Oversee and anchor the ATC's long-term vision, providing continuity as projects and institutional arrangements evolve.

- 3.1.2 Provide strategic oversight on the governance and institutional arrangements for ATC implementation.
- 3.1.3 Ensure alignment with municipal policies, including the MSDF, LSDF, Comprehensive Integrated Transport Plan (CITP), ATC Transport Study and climate change adaptation strategy.
- 3.1.4 Facilitate collaboration between public and private stakeholders, including the Landowners Collective.
- 3.1.5 Provide advice and oversight to the ATC Development Facilitation Unit (DFU). The DFU is contractually accountable to Stellenbosch Municipality. The ATC Steering Committee exercises structured performance oversight over the DFU and will provide formal performance recommendations to the Municipal Manager in accordance with section 3.2 below. The SteerCo may also provide advice to the DFU on an ad hoc basis. Finally, the SteerCo will review the DFU's Risk Register on a quarterly basis and advise on mitigation of political, financial, operational, or environmental risks.
- 3.1.6 Guide funding and financial mechanisms, including exploring Special Ratings Areas (SRA) and land value capture (LVC) approaches.
- 3.1.7 Monitor progress on key infrastructure enablement projects.
- 3.1.8 Provide guidance on legal, regulatory, and institutional considerations, ensuring compliance with relevant legislation.
- 3.1.9 Advocate for public benefit initiatives, ensuring inclusive development and environmental sustainability.

3.2 Structured Oversight of the DFU

The ATC Steering Committee will:

- 3.2.1 Review quarterly DFU progress reports and risk registers.
- 3.2.2 Adopt a formal quarterly and annual oversight resolution reflecting the following. Each component is dependent on the context and progress of the project at the time of reporting.
 - 3.2.2.1 Performance against agreed deliverables
 - 3.2.2.2 Risk management adequacy;
 - 3.2.2.3 Public benefit delivery progress;

- 3.2.2.4 Resource mobilisation performance;
- 3.2.2.5 Stakeholder engagement effectiveness.
- 3.2.3 Submit its oversight resolution to the Municipal Manager within 10 working days of adoption.
- 3.2.4 Receive a formal written response from the Municipal Manager within 20 working days outlining:
 - 3.2.4.1 Acceptance of recommendations; or
 - 3.2.4.2 Reasons for non-acceptance; and
 - 3.2.4.3 Corrective measures where applicable.
- 3.2.5 Provide a formal recommendation to Stellenbosch Municipality prior to any contract renewal or extension.
- 3.3 Note: Final contractual authority remains with Stellenbosch Municipality in accordance with applicable legislation.

4. Composition and Representation

- 4.1 The ATC SteerCo will comprise of 9 members, with representation from the following entities:
 - 4.1.1 Stellenbosch Municipality (3 representatives)
 - 4.1.1.1 Municipal Manager
 - 4.1.1.2 Executive Director: Planning and Development
 - 4.1.1.3 Executive Director: Infrastructure Services
 - 4.1.2 Landowners' Collective (3 representatives, election and duration of term decided by the Landowners' Collective in accordance with the LoC MoU)
 - 4.1.3 Stellenbosch University (1 representative)
 - 4.1.4 Economic Development Partnership (EDP) (1 representative)
 - 4.1.4.1 Performing the secretariat function and acting as a neutral facilitator and initial chair. Non-voting
 - 4.1.5 Representative from the Western Cape Government (1 representative):

4.1.5.1 Department of Infrastructure

4.2 The Steering Committee Chairperson will be elected by SC member consensus, or, failing which, member vote, once the Steering Committee has been constituted. Proxies may be selected, preferably on a long-term basis, otherwise per meeting.

4.3 Regular attendees (non-voting) may comprise of:

4.3.1 Development Facilitation Unit (DFU)

4.3.1.1 Lead DFU Coordinator

4.3.2 Experts (ad hoc i.e. non-permanent)

4.3.2.1 Independent legal, financial or other expert as required

4.3.3 Western Cape Government – Mobility

4.3.4 Landowners Collective

4.3.5 Stellenbosch Municipality

4.3.5.1 Chief Financial Officer (CFO)

4.3.5.2 Senior Manager: Development Planning/Management

4.4 The SteerCo will maintain flexibility to include additional experts or observers as required.

5. Decision-Making and Governance

5.1 Decision-making

5.1.1 The SteerCo will operate on a consensus-based decision-making model, ensuring alignment with all stakeholders. Where not possible to achieve consensus, the matter will be put to vote.

5.1.2 Oversight resolutions concerning DFU performance shall require quorum as per Section 5.3 and be adopted by consensus where possible, failing which by majority vote. The DFU representative shall recuse themselves from such decisions.

5.1.3 Decisions requiring municipal or provincial approval will be formally submitted through the appropriate governance structures.

5.2 Governance

- 5.2.1 A chairperson will be elected from the members, serving a one-year renewable term.
- 5.2.2 Members will serve two-year terms, with the possibility of reappointment according to the standard nomination process.
- 5.2.3 Representatives will be nominated by their respective entities and confirmed by a majority vote within the SteerCo.
- 5.2.4 In the event of a vacancy, the relevant entity must nominate a replacement within 30 days.
- 5.2.5 The SteerCo will meet quarterly, with additional meetings as required for urgent matters.

5.3 Quorum

- 5.3.1 A quorum for any meeting of the ATC Steering Committee shall consist of:
 - 5.3.1.1 At least fifty percent (50%) of appointed voting members, rounded up to the nearest whole number; and
 - 5.3.1.2 At least two (2) representatives from Stellenbosch Municipality, one of whom must be either the Municipal Manager or a duly authorised delegate.
- 5.3.2 No resolution shall be validly adopted unless quorum is present at the time the decision is taken.
- 5.3.3 Where quorum is not achieved within fifteen (15) minutes of the scheduled start time, the meeting shall be adjourned and reconvened at a date determined by the Chairperson. Decisions taken at a properly reconvened meeting shall be valid provided quorum requirements are met.
- 5.3.4 Members may participate via electronic means, provided that such participation allows full engagement in deliberation and voting.

6. Institutional Arrangements

- 6.1 To ensure the effective governance and implementation of the ATC, the following institutional structures will be established and coordinated.

6.2 The SteerCo:

- 6.2.1 Provides high-level strategic oversight and decision-making.
- 6.2.2 Ensures institutional alignment and stakeholder coordination.
- 6.2.3 Approves the DFU's work plans, monitors performance and provides key recommendations based on the work of the DFU.

6.3 The DFU:

- 6.3.1 Responsible for day-to-day project facilitation and coordination.
- 6.3.2 Reports quarterly and annually to the SteerCo and Stellenbosch Municipality on progress, risks, and financial management.
- 6.3.3 Engages with stakeholders to consult on activities and guide collaborative implementation
- 6.3.4 Oversees specific infrastructure and governance projects.
- 6.3.5 Engages technical specialists and consultants as required.
- 6.3.6 The DFU is a facilitation and coordination mechanism and does not hold statutory authority to approve land use or development applications. These remain the sole responsibility of Stellenbosch Municipality.

6.4 The ATC Landowners Collective:

- 6.4.1 Represents large-scale property owners within the ATC.
- 6.4.2 Collaborates with the DFU on planning and investment coordination.
- 6.4.3 May contribute financially through an SRA or other cost-sharing mechanisms.

6.5 Municipal Oversight and Public Sector Engagement:

- 6.5.1 Stellenbosch Municipality maintains regulatory and statutory oversight.
 - 6.5.2 Western Cape Government may provide additional funding or policy guidance and ensure regulatory compliance.
 - 6.5.3 Collaboration with PRASA and other agencies for transport and infrastructure integration.
- 6.6 This institutional framework ensures that responsibilities are clearly defined and that all stakeholders contribute effectively to the ATC's development.

7. Relationship Between the ATC Steering Committee and Stellenbosch Municipality

7.1 The relationship between the ATC Steering Committee (SteerCo) and Stellenbosch Municipality is structured to ensure effective collaboration while respecting the regulatory and governance responsibilities of the municipality. Based on legal guidance, this relationship is defined as follows:

7.2 Governance and Oversight

7.2.1 Stellenbosch Municipality retains ultimate statutory authority over planning, infrastructure, and land use approvals within the Adam Tas Corridor.

7.2.2 The SteerCo acts as an advisory, coordinating and accountability body, guiding project implementation but not assuming municipal regulatory functions.

7.2.3 The ATC SteerCo provides strategic oversight to the ATC DFU.

7.2.4 The municipality is responsible for ensuring that all actions comply with the Municipal Systems Act (MSA) and the Municipal Finance Management Act (MFMA).

7.3 Decision-Making and Delegation

7.3.1 The SteerCo does not have executive powers over municipal functions but provides strategic recommendations for municipal decision-making.

7.3.2 Decisions relevant to realising the vision of ATC outside of the authority of municipal decision-making may be made by the SteerCo, in alignment with other authorities and entities legally responsible in the matter at hand.

7.3.3 The municipality may delegate specific operational functions to the DFU, provided these remain within the legal framework governing municipal partnerships.

7.3.4 Decisions requiring municipal approval (e.g., land use changes, public funding commitments) must be formally submitted through municipal governance structures.

7.4 Financial and Institutional Responsibilities

- 7.4.1 The municipality remains responsible for municipal infrastructure investments, aligning them with approved Integrated Development Plans (IDP) and budget allocations.
- 7.4.2 Any funding model requiring private-sector contributions, such as a SRA or land value capture mechanism, must be legally structured and approved by the municipality.
- 7.4.3 The SteerCo may facilitate resource mobilisation and partnerships but cannot commit municipal funds or enter into binding agreements on behalf of the municipality.

7.5 Project Implementation and Monitoring

- 7.5.1 The DFU, at first set up through a three-year tendered contract, will coordinate and facilitate project and precinct planning and implementation, provide technical assistance, mediate between stakeholders, and track progress through quarterly and annual reports submitted to Stellenbosch Municipality and the SteerCo for review.
- 7.5.2 The municipality, through representation and observer roles on the SteerCo, provides technical oversight and ensures that all planning and development activities comply with municipal policies and legal requirements.

7.6 Institutional Safeguards

- 7.6.1 The SteerCo must avoid any structure that compromises municipal autonomy or creates a dual governance structure.
 - 7.6.2 The municipality retains control over land-use decisions, while the SteerCo serves to align multi-stakeholder needs and contributions.
 - 7.6.3 Any role of the SteerCo in municipal staffing decisions must comply with public sector employment regulations.
- 7.7 This relationship ensures that the ATC SteerCo functions as a **strategic facilitator** while maintaining clear distinctions between municipal authority and stakeholder collaboration.

8. Reporting and Accountability

- 8.1 The SteerCo will feed back to the Stellenbosch Municipality and key stakeholder representatives, through the relevant SteerCo members.

8.2 The DFU will provide quarterly progress reports and annual review reports to the SteerCo, detailing achievements, challenges, and next steps.

8.3 The SteerCo provides quarterly progress reports to Council, ensuring transparency and accountability.

9. Key Deliverables

9.1 Ongoing advice and support to Adam Tas DFU.

9.2 Review and advise on DFU deliverables, including the inception report, demonstration precinct plan, progress on 2–3 priority projects, stakeholder engagement and communications plan, quarterly reports, annual review reports, and final handover report.

9.3 Securing of sustainable funding mechanisms, including an SRA and/or other land value capture models.

9.4 Implementation of priority projects, including the NMT link and Plankenbrug River rehabilitation.

9.5 Institutionalisation of a long-term governance framework for the ATC.

Review and Amendments

The ToR will be reviewed annually to ensure they remain relevant to the evolving needs of the ATC project. Any amendments will be proposed and adopted through a consensus-based decision-making process within the SteerCo. In alignment with a ‘learning by doing’ approach and the evolving nature of the initial institutional arrangements, significant changes are to be expected over the first three years as well as following the conclusion of the first contract period of the DFU.

11. Conclusion

The ATC SteerCo serves as the central coordination body for guiding and implementing the Adam Tas Corridor development. By fostering collaboration, ensuring financial sustainability, and overseeing strategic projects, the SteerCo will play a critical role in realising the long-term vision for inclusive and integrated urban development in Stellenbosch.

APPENDIX 2

DFU Terms of Reference

Draft 5 | 27 Feb 2025

Appointment of a Service Provider to Establish and Operate a Development Facilitation Unit for the Adam Tas Corridor

1. Project Description

Stellenbosch Municipality (SM) invites proposals from suitably qualified service providers to establish and operate a Development Facilitation Unit (DFU) for the Adam Tas Corridor (ATC), on a three-year fixed-term contract.

The primary objective of the DFU will be to improve development coordination within the ATC by providing technical assistance and ensuring that projects are implemented in support of the development agenda set out in the ATC Local Spatial Development Framework (LSDF) and related municipal policies. The initial focus of the DFU will be ATC Phase 1 (Precincts 2–6 and a portion of Precinct 10), as prioritised by Stellenbosch Municipality and the ATC Landowners' Collective (see Addendum 1 for a map of ATC showing the phases). The agreed phasing scenario and precinct prioritisation will be confirmed during the inception phase.

The secondary objectives of the DFU will be to build local capacity, manage and strengthen stakeholder relationships, advocate for inclusive and sustainable development, and mobilise funding to enable efficient, effective, and long-term implementation.

In fulfilling these objectives, the DFU will facilitate and coordinate development processes, promote collaboration among stakeholders, and ensure transparent knowledge transfer throughout the three-year contract period.

2. Guiding Principles

The DFU will operate according to the following principles:

- Public benefit and transformative potential: driving social and economic inclusion, with specific attention to affordable housing, public facilities, non-motorised transport (NMT), and job creation.
- Integration: supporting spatial, social, and economic integration across Stellenbosch.

- Collaboration: fostering joint design and implementation across public, private, and community stakeholders.
- Capacity and sustainability: strengthening institutional and local capacity, and enabling access to resources for long-term, sustainable implementation.
- Trust building and social cohesion: creating confidence in the development process and building a receptive culture for mixed-use, mixed-income developments.
- Transparency and accountability: ensuring open reporting and stakeholder access to information.
- Environmental sustainability: protecting and enhancing the ecological assets of Stellenbosch and the ATC.
- Innovation: testing new approaches to precinct planning, financing, and facilitation.

3. Background

3.1. The Adam Tas Corridor

The Adam Tas Corridor (ATC) covers approximately 375 hectares flanking Adam Tas Road (R310 and R44) between Kayamandi, Cloetesville, Stellenbosch town centre and towards Cape Town. Historically characterised by underutilised agricultural and industrial land, the ATC has been prioritised in the Municipal Spatial Development Framework (MSDF), Local Spatial Development Framework (LSDF), Development Guidelines, and the ATC Overlay Zone.

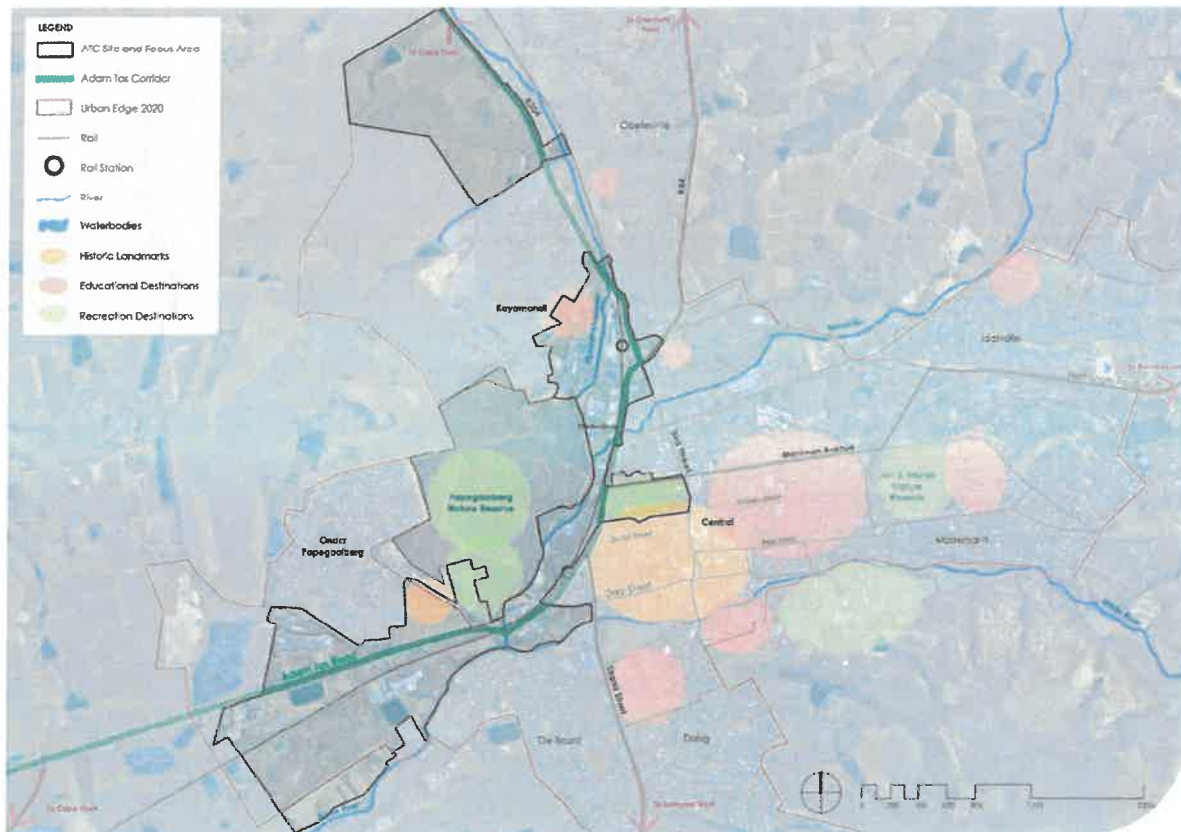


Figure 1. ATC LSDF area map, delineating the corridor focus area and indicating key route and landmarks

3.2. Vision and Potential

The LSDF envisages the ATC as a transformative project with:

- 10,000–12,000 new housing opportunities, including inclusionary and affordable housing.
- A mixed-use corridor with significant commercial and institutional development potential.
- Integration of Kayamandi, Cloeteville, central Stellenbosch and underutilised land along Adam Tas Road towards Cape Town.
- Expanded public facilities, open spaces, and a NMT network.
- Rehabilitation of key natural assets, including the Plankenbrug River and Papegaaiberg.

4. Purpose

The purpose of the DFU is to:

- Facilitate coordinated implementation of development within the ATC.

- Advance agreed public benefit outcomes in line with the LSDF and Overlay Zone.
- Improve project readiness, sequencing, and delivery efficiency;
- Strengthen collaboration across public, private, and community stakeholders.
- Mobilise financial and institutional resources to support sustainable implementation.
- Build institutional capacity and ensure effective knowledge transfer.

5. Nature and Scope of Services

5.1. Key Activities / Core Functions

In support of the purpose, the DFU shall undertake the following core functions:

1. Development coordination, facilitation and stakeholder engagement.
2. Project planning and management, including precinct design and implementation, and provision of technical assistance.
3. Financial management, including resource mobilisation and funding facilitation in line with the agreed beneficiation framework per precinct.
4. Monitoring, evaluation and reporting to internal and external stakeholders and accounting officers/decision-makers.
5. Knowledge management, policy advocacy, capacity building and communications.

5.2. Planning

5.2.1. Priority plans

Three overarching plans are to be prioritised to enable project implementation to commence (see section 5.2):

1. ATC Open Space Systems Plan, including the Plankenbrug and Eerste River rehabilitation and public amenity development
2. ATC NMT Plan, including university-town linkages, in alignment with the CITP and ATC transport study (which will also inform the realisation of rights set out in the Overlay Zone)

Other plans identified at this point include those covering:

- Papegaaiberg Park integration, conservation, and recreation enhancement, developing further the Papegaaiberg Environmental Management Framework
- Inclusionary and affordable housing provision frameworks
- Public facility provision, including schools and community centres
- Mobility and transport integration initiatives, such as station upgrades, interchange planning, and the expansion of NMT networks.

Each plan must:

- Align with the ATC LSDF and Overlay Zone, giving spatial and implementation detail to the corridor's development objectives
- Be developed through a collaborative, multi-stakeholder process, engaging landowners, municipal departments, and relevant external partners
- Identify and coordinate public and private investments, infrastructure requirements, and public benefit obligations within the precinct
- Integrate technical inputs (e.g., transport, environmental, and engineering assessments) to ensure implementability
- Be submitted to the ATC Steering Committee for input, and to Stellenbosch Municipality for statutory review and approval

The service provider's implementation plan and work plan will set out the specific plans that will be concluded over the contract term, and their chronology. This work plan may be revised during the annual review to align with the changing context.

5.2.2. Projects

Facilitate the development of two to three priority projects, to be identified during the inception phase of the contract and reviewed periodically in alignment with the Adam Tas Corridor (ATC) development objectives and the plans indicated above.

In addition, the DFU will assist in coordinating the uptake of approved development rights across the corridor, helping landowners and municipal departments to align sequencing, address procedural constraints, and ensure efficient implementation where such rights are exercised. Ensure that development uptake is synchronised with infrastructure availability and aligned with the agreed municipal phasing scenario, infrastructure masterplans and capital investment frameworks. The DFU will facilitate negotiations between landowners regarding the allocation, division and sequencing of land use and development rights where joint infrastructure provision or phasing dependencies arise. This will also include facilitating the drafting, negotiation and conclusion of development agreements

between the Municipality and relevant stakeholders, where required to enable coordinated implementation.

Specific projects may include, but are not limited to:

- Plankenbrug River and Eerste River remediation and development as part of NMT network and as a public amenity, including water use authorisations and updating of flood lines and hydrology assessments
- Papegaaiberg biodiversity conservation, management arrangements and recreation integration.
- Green infrastructure projects, promoting sustainable urban drainage systems, energy efficiency, and indigenous landscaping as part of climate adaptation efforts
- Mobility and transport network projects, including NMT linkages, public transport planning, and strategic access and interchange design
- Public facility and social infrastructure projects, exploring alternative provision standards and the potential reuse of underutilised public sites
- Housing projects focused on affordable, inclusionary, and student housing frameworks, as well as institutional arrangements for their implementation
- Economic and employment-related projects, such as updating economic impact studies and facilitating local enterprise development
- Heritage projects, supporting integration of heritage assets into precinct planning and establishing advisory mechanisms
- Institutional, land, and financial projects, including developing land release strategies, development agreements, and funding facilitation through fiscal incentives and partnerships
- Knowledge management and communication projects, such as establishing accessible digital information platforms and stakeholder engagement mechanisms.

These projects will be identified, scoped, packaged, and implemented through technical assistance, coordination, and stakeholder facilitation by the Development Facilitation Unit (DFU). Where projects require joint implementation by multiple stakeholders, the DFU will play an active facilitation and mediation role to align interests, resolve conflicts, and coordinate delivery across different properties and mandates.

5.2.3. Technical Support

The DFU may be required to provide technical support in relation to:

- Incorporation of the ATC as an Urban Development Zone (UDZ).

- Detailed title deed restriction review per precinct.
- Remediation of contamination from industrial uses and asbestos clearance certification.
- Submission support for Environmental Authorisations (EA) affecting multiple parcels.
- Preparation and support of Notices of Intent to Develop (NID) and Heritage Impact Assessments (HIA).
- Establishment of a Heritage Advisory Panel for the ATC.
- Feasibility studies for public-private partnerships relating to rail, mobility integration and station upgrades.
- Definition of central transport interchange points per precinct.
- Updating economic impact studies.
- Redefining restructuring zones and institutional mechanisms for affordable housing implementation.
- Identification and structuring of fiscal instruments including development charges ring-fencing, rates incentives, UDZ incentives and other lawful financial mechanisms.

5.2.4. Financial Management, Infrastructure Finance and Resource Mobilisation

The DFU shall:

- Assist with development packaging and project structuring per precinct.
- Facilitate infrastructure agreements between landowners and authorities.
- Support infrastructure budgeting and prioritisation aligned with municipal infrastructure masterplans and capital investment frameworks.
- Identify infrastructure constraints and propose solutions.
- Conduct development feasibility analyses, including financial modelling and infrastructure finance modelling.
- Prepare business cases for innovative or alternative infrastructure and financing solutions.
- Explore blended finance mechanisms and external funding sources.
- Facilitate engagement with financial institutions to secure favourable lending terms where aligned with public objectives.

5.4 Public Safeguarding and Beneficiation Framework

5.4.1 Overarching principles

- Track and report on delivery of agreed public benefit outcomes, including inclusionary housing, public facilities, and open space, in

accordance with the parameters set out in the ATC LSDF and Overlay Zone.

- Monitor and evaluate the uptake of development rights and the delivery of obligations attached to approvals.
- Actively promote opportunities for inclusionary housing, local economic development, NMT, and social facilities, and other activities for public benefit.

5.4.2 Beneficiation Framework

The DFU shall support the structured realisation of public benefit arising from development rights granted within the Adam Tas Corridor. In this context, “beneficiation” refers to the translation of development uplift into measurable public, environmental and socio-economic value consistent with the ATC LSDF, Overlay Zone and applicable municipal policies.

The DFU will:

1. Develop and maintain a Public Benefit Matrix that tracks, at minimum:
 - a. Inclusionary housing commitments
 - b. Infrastructure and bulk service contributions
 - c. Public realm and open space delivery
 - d. Ecological rehabilitation measures
 - e. Social and community facility provision
 - f. Local economic participation and job creation (where applicable)
2. Track the uptake of development rights against corresponding public benefit obligations.
3. Facilitate alignment between landowner phasing plans and agreed public benefit commitments to ensure sequencing integrity, including the Bergkelder and Van Der Stel sites.
4. Identify opportunities for collective funding or shared delivery mechanisms, including potential area-based cost-sharing instruments where appropriate. Explore blended finance and external resourcing opportunities, including operational costs. This explorational work should focus on priority projects but may also include linked projects such as the Town Centre City Improvement District, to be agreed as part of the workplan finalisation process.
5. Include a quarterly Public Benefit Dashboard as part of the report submitted to the Steering Committee and Stellenbosch Municipality, reflecting:

- a. Commitments approved
 - b. Commitments delivered
 - c. Commitments pending
 - d. Risks to delivery
6. Flag material non-alignment between development uplift and public benefit delivery to the Municipal Manager and Steering Committee for consideration.

The DFU shall not exercise statutory enforcement authority. Regulatory compliance and enforcement remain the responsibility of Stellenbosch Municipality.

5.5 Monitoring and Evaluation

The monitoring and evaluation of project implementation along the ATC will be overseen by an independent body, to be appointed by Stellenbosch Municipality. The DFU will provide full and transparent cooperation to this process by:

- Collecting, organising, and submitting all required data, documentation, and evidence of progress to the independent M&E body in the prescribed formats and timeframes.
- Maintaining accurate internal tracking systems, including a live risk register capturing political, financial, operational, and environmental risks, with quarterly registers to be shared with Stellenbosch Municipality, the independent M&E body, and the ATC Steering Committee.
- Facilitating access to relevant stakeholders, project information, and project sites for the independent M&E body, as required.
- Incorporating recommendations from the independent M&E process into ongoing work plans and implementation processes.

5.6 Knowledge Management and Communications

- Design and implement a communications strategy focused on maintaining transparency and building trust and social cohesion.
- Maintain a stakeholder information platform, providing feedback and updates to stakeholders and investors.
- Capture institutional knowledge for a comprehensive handover at the end of the 3-year contract, documented in a final handover report.

5.7 Stakeholder Engagement and facilitation

The DFU will prepare and implement a stakeholder engagement plan, including:

- Regular communication with landowners and developers.
- Constitute public forums in which to share updates and receive input on progress and public benefit outcomes.
- Facilitation of collaborative planning and implementation processes.
- Document stakeholder engagement and mediation processes undertaken as part of precinct and project planning, in the form of engagement reports.

6. Deliverables

The following deliverables are expected over the 3-year project period and will be reviewed in accordance with the reporting and oversight arrangements set out below.

- Inception report and work plan.
- At least three precinct plans.
- Preparation packages for 2–3 priority projects.
- Stakeholder engagement and communications plan.
- Documentation of facilitation and mediation processes (engagement reports).
- Quarterly progress reports.
- Annual review reports.
- Live risk register (submitted quarterly)
- Final handover report.
- Risk register, updated quarterly.

7. Reporting and Oversight

The DFU will submit all key deliverables to Stellenbosch Municipality for review and approval, with copies provided to the ATC Steering Committee for advisory review and comment.

Quarterly progress reports will also be submitted to Stellenbosch Municipality (SM) and the ATC Steering Committee. Reports will cover all activities in the quarter, including:

- Precinct planning status.
- Project preparation progress.
- Progress on the delivery of public benefits outcomes
- Risk registers and mitigation.
- Resource mobilisation updates.
- Communications and stakeholder engagement.

The DFU will also submit an annual review report to the SM Council, the Stellenbosch Municipal Manager, and the ATC Steering Committee, capturing progress towards review criteria defined in the project inception phase.

The DFU is contractually accountable to Stellenbosch Municipality through the Municipal Manager, who acts as the accounting officer for purposes of contractual oversight. The DFU is subject to structured performance oversight by the ATC Steering Committee, which will conduct reviews of the quarterly and reports from DFU and provide formal performance recommendations to the Municipal Manager.

If the ATC Steering Committee identifies material underperformance, it may:

- Request a remedial action plan from the DFU;
- Recommend specific corrective measures to the Municipal Manager;
- Request a special performance review meeting.

8. Personnel and Competencies

8.1 Individual Role Requirements

8.1.1 DFU Lead / Programme Director

Minimum academic qualification

Postgraduate degree (NQF Level 8 or higher) in Urban and Regional Planning, Development Planning, Project Management, or related discipline.

Professional Registration

Registered as Professional Planner (Pr Pln) with SACPLAN or Professional Registration with Project Management South Africa (PR PM).

Professional Experience

- A minimum of ten (10) years' post-qualification experience in project or programme management related to urban development, infrastructure coordination, or comparable development programmes
- Demonstrated experience working within municipal or broader public sector systems, including familiarity with statutory planning processes, infrastructure coordination and governance requirements
- Proven experience managing multi-stakeholder development processes involving public authorities, private landowners, consultants and community stakeholders.
- Experience in corridor-scale or precinct-level development initiatives will be advantageous
- Experience in heritage applications

Functional and Professional Competencies

The candidate must demonstrate proven experience in discipline-specific professional competencies, including:

- Financial management and oversight
- People management
- Planning and organising complex programmes
- Monitoring and control of programme performance
- Organisational awareness
- Attention to detail
- Strategic direction setting
- Dispute resolution
- Problem solving
- Negotiation

Leadership and Management Competencies

Proven experience in management and leadership roles, including leading teams and coordinating multi-disciplinary inputs within complex project or programme environments.

8.1.2 Spatial Planning and Urban Design Specialist

The bidder must include a registered Spatial Planning and Urban Design Specialist responsible for leading spatial planning, urban design and precinct-level technical inputs within the ATC programme.

Professional Role and Responsibilities

The appointed specialist must demonstrate experience and capability in:

- Undertaking research and problem-solving functions, including design development and the setting of planning and urban design standards;
- Participating in, planning and leading projects within multi-disciplinary environments;
- Drafting urban design and localised spatial plans, including the proficient use of relevant planning and design software;
- Facilitating and coordinating implementation programmes, processes and systems;
- Preparing specialist reports and providing expert advice and recommendations;
- Evaluating plans and technical studies and providing specialist inputs and recommendations for further specialist investigations where required; and
- Acting as a high-level specialist or consultant, including supervising and managing other specialists or technical consultants.

Minimum Academic Qualification

- A relevant tertiary qualification in Spatial Planning, Urban Design, or a related discipline, preferably at Master's degree level in Urban Design or an equivalent Planning qualification.

Professional Registration

- Registration as a Professional Planner (Pr Pln) with SACPLAN is compulsory.
- Relevant professional urban design registration (where applicable) is required.

Minimum Experience and Competencies

The specialist must demonstrate:

- At least eight (8) years' relevant post-qualification experience in spatial planning and/or urban design.
- Proven experience in core professional competencies, including:
 - Monitoring and control;
 - Negotiation;
 - Planning and organising.
- Proven experience in functional competencies related to:
 - Spatial planning;
 - Urban design;
 - Land use management;
 - Information management;
 - Research, information analysis and policy development;
 - Knowledge management;

- Public consultation processes;
- Socio-economic and socio-political awareness; and
- Policy conceptualisation.

8.1.3 Property Development and Infrastructure Finance Specialist

The bidder must include a Property Development and Infrastructure Finance Specialist with demonstrated expertise in development economics, infrastructure finance and project structuring within urban development contexts.

Professional Role and Responsibilities

The appointed specialist must demonstrate experience and capability in:

- Development feasibility analysis for precinct- or corridor-scale projects;
- Infrastructure finance modelling and financial structuring;
- Structuring and assessing public-private partnerships (PPPs);
- Identifying and evaluating blended or innovative finance mechanisms;
- Supporting the financial packaging of development projects, including alignment with municipal infrastructure planning and capital frameworks.

Minimum Academic Qualification

- A Degree (NQF Level 7 or higher) in Property Studies, Development Finance, Economics, Finance, Engineering, or a related discipline.
- A postgraduate qualification in Development Finance, Property Development, or an MBA will be advantageous.

Professional Registration

Registration with a relevant professional body (where applicable) will be advantageous.

Minimum Experience

At least seven (7) years' experience in

- Development feasibility analysis
- Infrastructure finance modelling
- Public-private partnership structuring
- Blended or innovative finance mechanisms

8.1.4 Heritage Planning and Advisory Capacity

Given the heritage sensitivity of portions of the Adam Tas Corridor and the need to ensure alignment with statutory heritage requirements, the bidder must demonstrate access to specialist heritage planning and advisory expertise, either within the core team or through short-term specialist appointments.

Such expertise must include demonstrated experience in:

- Navigating heritage compliance processes in terms of the National Heritage Resources Act;
- Supporting the preparation and submission of Notices of Intent to Develop (NID) and Heritage Impact Assessments (HIA);
- Engaging with Heritage Western Cape (HWC) and other relevant heritage authorities;
- Advising on heritage considerations at precinct plan and Site Development Plan (SDP) level;
- Facilitating discussions between landowners, municipal planning officials, and heritage bodies;
- Supporting the establishment or coordination of heritage advisory mechanisms where required.

The bidder must clearly indicate how heritage advisory services will be procured, managed and integrated into the DFU's operations and reporting structures.

8.2 Supporting Capacity Requirements

In addition to the core team, the bidder must demonstrate access to the following competencies, either within the proposed team structure or through clearly defined short-term specialist appointments:

- Monitoring and Evaluation capability
- Financial Management and Governance Compliance expertise;
- Communications and Digital Strategy capacity;
- Infrastructure Engineering expertise, including access to an ECSA-registered professional;
- Legal advisory support in municipal planning and land use planning law; and
- Transport planning expertise (including transport economics), where required.

The bidder shall clearly indicate:

- Whether these competencies are provided within the core team or through specialist appointments;

- The mechanism through which such specialist services will be procured or contracted;
- How such specialists will be managed; and
- How their inputs will be integrated into the DFU's overall programme delivery and reporting structures.

8.3 Collective Competency Requirement

The bidder must demonstrate that the proposed team, taken collectively, possesses the full range of competencies required to deliver the DFU mandate, including:

- Project management and leadership capability;
- Stakeholder engagement and mediation expertise;
- Spatial planning and development control competence;
- Knowledge of municipal administrative and budgeting systems;
- Development economics and infrastructure financing expertise;
- Monitoring and evaluation capability;
- Financial governance and reporting capacity;
- Communication and trust-building capability; and
- Innovation and adaptability in complex development environments.

Failure to demonstrate coverage of all required competencies may result in the proposal being deemed non-responsive for functionality purposes.

9 Contract Duration and Timeframe

The contract will run for three years. This work will be structured into the following phases:

1. Inception phase (2–3 months post project kick-off): producing a detailed work plan, confirmation of demonstration precinct(s) for precinct planning, and confirmation of priority projects, through appropriate engagement with SM and Adam Tas Corridor Steering Committee.
2. Implementation phase: precinct planning, project preparation, facilitation, and delivery.
3. Closure and evaluation phase (the final 2–3 months of the project period): handover, final reporting, impact evaluation, and knowledge transfer.

This contract will be subject to annual reviews, based on review criteria co-defined in the project inception phase.

10 Risk Management

The DFU must identify, assess, and manage risks associated with ATC implementation, including political, financial, operational, and environmental risks in a live Risk Register. This Risk register must be included in quarterly reports. It must explicitly capture infrastructure financing risks, statutory approval risks, phasing risks, political risks, environmental compliance risks and inter-property coordination risks.

11 Review and Amendments

These Terms of Reference may be reviewed and amended by SM in consultation with the ATC Steering Committee to ensure continued alignment with municipal objectives and the ATC LSDF.

12 Dispute Resolution

Any dispute arising from the interpretation, implementation or performance of these Terms of Reference shall be addressed as follows:

1. The parties shall first attempt to resolve the dispute through good faith discussions between the DFU Lead and the designated representative of Stellenbosch Municipality.
2. If the dispute is not resolved within fourteen (14) days, it shall be escalated to the Municipal Manager (or delegated official) for resolution.
3. If the dispute remains unresolved, the parties may agree to refer the matter to mediation by a mutually appointed independent mediator.
4. Failing resolution through mediation, the dispute shall be resolved in accordance with the dispute resolution provisions contained in the formal Service Level Agreement concluded pursuant to this appointment.
5. Nothing in this section prevents either party from approaching a competent court for urgent interim relief.

13 Bid Submissions

Proposals must include:

- Completed municipal bid forms.
- Technical Proposal:
 - Understanding of requirements.
 - Approach and methodology (including project plan).

- Team configuration and competencies.
 - Relevant project references.
- Financial Proposal: Budget and costing.

14 Budget and Evaluation

- SM to finalise budget.
- Evaluation criteria will be set by SM in line with SCM processes

Addendum 1: Map of ATC showing phases

7.8.2	RENAMING OF THE NPK BUILDING
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Valley of Opportunity

15 April 2026

1. SUBJECT: RENAMING OF THE NPK BUILDING**2. PURPOSE**

To obtain approval from Council to rename the NPK Building in terms of clause 12 of the Stellenbosch Municipality Policy for the Naming and Renaming of Streets, Public places, Natural areas, Artefacts and Council-owned building and Facilities, 2022 (**ANNEXURE A**).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Municipality, following the acquisition of the NPK building as a new municipal office facility and client service walk-in centre, initiated a collaborative public participation process to invite residents to submit name suggestions for the building. All submissions received were collated with a full list of proposed names (**ANNEXURE C**). This necessitated the Municipal Manager to establish a Municipal Renaming Committee to assess all the proposals received, against the criteria and rules as set out in the Policy in order to make recommendations to Council.

5. RECOMMENDATION

that the Municipal Renaming Committee proposes the following 2 (two) names for the NPK Building:

- (i) S.M.A.R.T. Centre – (Stellenbosch Municipal Assistance & Resource Terminal); and
- (ii) Die Hoeksteen – (The building also resembles a giant cornerstone, and Stellenbosch is the cornerstone of the wine industry in our region and the country as a whole).

6. DISCUSSION / CONTENTS**6.1 Background**

The Stellenbosch Municipal Council, in 2022, promulgated the Policy for the Naming and Renaming of Streets, Public places, Natural areas, Artefacts and Council-owned building and Facilities in terms of which Council can name and rename public streets, public places, natural areas artefacts and council-owned buildings.

The Municipality, following the acquisition of the NPK building as a new municipal office facility and client service walk-in centre, initiated a collaborative public participation process to invite residents to submit name suggestions for the building. All submissions received were collated with a full list of proposed names.

The Municipal Manager established a Municipal Renaming Committee which consisted of the Municipal Manager, the Chief Financial Officer, the Director Planning and Economic Development, the Director Community and Protection Services and the Director Infrastructure Services. The Renaming Committee convened on 3 February 2026 to assess all the proposals received, in order to make recommendations to Council.

6.2 Discussion

The Stellenbosch Municipality, following the acquisition of the NPK building as a new municipal office facility and client service walk-in centre, initiated a collaborative public participation process to invite residents to submit name suggestions for the building. The aim was to identify a name that reflects the Municipality's identity, culture and vision, while actively involving the community in shaping this new municipal asset.

The naming initiative was open to all residents, with the first public call for submissions launched in July 2023 (**ANNEXURE B**). Residents were given until 18 August 2023 to submit their suggestions through the various available channels.

The initiative was promoted via the Municipality's Facebook page, which feeds through to the municipal website and the official X (Twitter) account. Although the level of public input received during this initial phase was limited, the Municipality reaffirmed its commitment to public engagement by re-opening the competition in 2025.

A short promotional video was produced and shared across social media platforms as well as the municipal WhatsApp channel to further encourage participation. All submissions received were collated with a full list of proposed names. This process reflects the Municipality's ongoing commitment to collaboration and meaningful community involvement.

This necessitated the Municipal Manager to establish a Municipal Renaming Committee to assess all the proposals received, against the criteria and rules as set out in the Policy in order to make recommendations to Council. The Renaming Committee convened on 3 February 2026 to assess the proposals. Patent checks were conducted to search for existing and published applications thereby ensuring that the proposed names are new and eligible for patent protection. The only name that reflected as a duplication was *The Midde-Bosch Building* due to the housing development project in Dorp Street. Therefore, this proposed name could not be assessed and had to be eliminated from the list.

6.3 Financial Implications

Budget must be made available to redesign the name of the building.

6.4 Legal Implications

The recommendations are in line with the provisions of the Stellenbosch Municipality Policy for the Naming and Renaming of Streets, Public places, Natural areas, Artefacts and Council-owned building and Facilities, 2022.

6.5 Staff Implications

None.

6.6 Previous / Relevant Council Resolutions

None.

6.7 Risk Implications

This report has no risk implications for the Municipality.

6.8 Comments from Senior Management

None required.

**RECOMMENDATION FROM THE PLANNING, LED & TOURISM COMMITTEE:
2025-11-04: ITEM 6.1 TO MAYCO**

that the Municipal Renaming Committee proposes the following 2 (two) names for the NPK Building:

- (iii) S.M.A.R.T. Centre – (Stellenbosch Municipal Assistance & Resource Terminal); and
- (iv) Die Hoeksteen – (The building also resembles a giant cornerstone, and Stellenbosch is the cornerstone of the wine industry in our region and the country as a whole).

ANNEXURES

Annexure A: Stellenbosch Municipality Policy for the Naming and Renaming of Streets, Public places, Natural areas, Artefacts and Council-owned building and Facilities, 2022.

Annexure B: Call for proposals

Annexure C: Proposals – Renaming the NPK Building

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REPORT DATE	9 April 2026

ANNEXURE A



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

POLICY FOR THE NAMING AND RENAMING OF STREETS, PUBLIC PLACES, NATURAL AREAS, ARTEFACTS AND COUNCIL-OWNED BUILDINGS AND FACILITIES

STELLENBOSCH MUNICIPALITY (WC024)

APPROVED BY COUNCIL: DATE 27/07/2022

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PART I: INTRODUCTION AND BACKGROUND

1. PREAMBLE

The naming and renaming of streets and other public places are recognized as being an integral part of place making. This includes, but is not limited to the creation of places that residents and users can relate to and take pride in.

The naming of streets and public places after memorable events is a way of etching the country's history, both pleasant and unpleasant in people's memory. The allocation of names of people is recognized as being a way of honouring certain individuals for their contribution to the development of the Country, and this Municipality, and should therefore be done with careful consideration.

2. POLICY STATEMENT

The Municipality should designate the names of public streets, public places, natural areas, artefacts and Council-owned buildings and facilities (hereafter referred to as features) by resolution. In all cases, the Municipality shall have the prerogative of accepting or rejecting any proposal received. Names must comply with the general criteria and rules as set out in this Policy.

3. REASONS FOR THE POLICY

3.1 The naming and numbering of streets in a timeous and effective manner is important for the following reasons:

- a) the completion of the registration of ownership in new subdivisions;
- b) the provision of municipal services;
- c) the billing for rates and municipal services used;
- d) the provision of emergency services;
- e) postal delivery;
- f) policing;
- g) data integrity; and
- h) to ensure that property owners can be contacted for public participation
- i) purposes.

Any delay in the provision of street naming and numbering can cause inconvenience with regard to these aspects, a loss in revenue to Council and delays in property transfers.

3.2 The renaming, in certain instances, of streets, public places, natural areas, artefacts and Council-owned buildings and facilities are important due to the following reasons:

- a) names create a 'sense of place';
- b) names are place markers and focal points through symbolism, association and remembrance;
- c) names are the beginnings and ends of journeys or destinations;
- d) names have powerful positive or negative meanings for people; and
- e) names provide opportunities to promote community harmony or perpetuate hurt and division.

- 3.3 Currently there is no standard consistent process dealing with the areas covered in this Policy and there is also no clarity on the distribution of responsibility among the different functional areas.

4. OBJECTS OF THE POLICY

The objectives of the Policy are to establish a process that:

- a) seeks to inform and influence the types of names that are chosen for various features as well as spell out the procedures that should be followed in the naming and renaming processes;
- b) provide a standard and consistent Policy framework which outlines effective administrative and decision-making procedures to deal with matters related to this Policy;
- c) prescribe an inclusive, consultative and clear process that can be followed;
- d) enjoys public and political support and which will stand the test of time;
- e) is transparent;
- f) community-driven; and
- g) sets out the responsibilities of the relevant stakeholders involved.

This Policy covers the naming of unnamed features and the renaming of currently named (or unnamed in certain instances) features, as well as the numbering of streets.

5. SCOPE

The Policy replaces the current procedures previously followed by the Municipality and shall be applicable to the entire municipal area.

The general term "street" used in this Policy, includes all classes of streets which serve as a public right-of-way, the naming of which, is the responsibility of the relevant authority.

All decisions made in terms of this Policy at any specific time shall be in accordance with the applicable delegation of powers relating to the numbering, naming and renaming of streets, public places, natural areas, artefacts and Council-owned buildings and facilities as approved by the Council.

6. LEGAL FRAMEWORK

The Municipality has jurisdiction over the naming of features that are under the control of the local authority. With regards to the naming of private features, the Policy will guide this, in as far as these names comply with the naming criteria and rules, as indicated below.

The naming and renaming ("geographical names") of features falling within the "national competence" to do so, is subject to approval by the National Minister (responsible for arts and culture) and should be undertaken in terms of the provisions of the National Geographical Names Council Act (Act 118 of 1998) and the Regulations thereof as well as the "Handbook on Geographical Names" (hereinafter referred to as the Handbook).

To determine whether the "competence" to allocate names to features falls under another sphere of government (Provincial or National) the Regulations, Handbook and the relevant department (Provincial and National) should be consulted. The naming of features falling under Provincial and National "competence" is therefore excluded from this Policy.

The Municipality should however, continue to function in accordance with the provisions of the Act (including Regulations and policies) in the allocation of geographical names that fall within the municipal area.

In instances where the naming or renaming process of the feature is the responsibility of another sphere of government or is owned by another sphere of government, then permission of that sphere of government to proceed with the naming or renaming process, should be sought in writing, prior to the process being commenced with. The said authority should also indicate if there are any procedures that the Municipality should comply with in managing the process.

7. DEFINITIONS

Responsible body - this shall mean the body responsible for maintenance and management of the specific asset. In the case of public open spaces and community facilities, this shall be the Community Services Directorate, with regards to Council-owned buildings and facilities, this shall be the Corporate Services Directorate and with regards to civil engineering infrastructure, this shall be the Infrastructure Directorate.

Act - refers to the South African Geographical Names Council Act of 1998 (Act 118 of 1998).

Authorised Employee – refers to the official which has delegated authority to consider certain land use planning applications in terms of the Stellenbosch Municipal Land Use Planning Bylaw.

Committee - refers to the Renaming Committee consisting of the Municipal Manager and Executive Managers or their delegates in terms of this Policy.

Delegated Functionary – refers to the official which has delegated authority to make decisions in terms of this Policy in accordance with the applicable delegation of powers as approved by Council.

Features - shall refer to streets, public places, natural areas, artefacts and Council-owned buildings and facilities.

Geographical names - the national legislation governing the allocation of geographical names, the South African Geographical Names Council Act, 1998 (Act 118 of 1998) defines geographic names as the names of features on the earth that are natural or man-made and adapted. These features can be populated or unpopulated.

Mayoral Committee - refers to the Executive Mayor and Mayoral Committee.

Municipal Planning Tribunal - refers to the body constituted in terms of the Stellenbosch Municipal Land Use Planning Bylaw to consider certain land use planning applications.

Naming - refers to features in new developments and subdivisions.

Panel - refers to the Panel of Experts which may be established in terms of this Policy by the Renaming committee.

Portfolio Committee - refers to the Portfolio Committee for Planning matters, as decided by the Executive Mayor.

Private - feature which are privately owned and managed.

Public - features which is open to the public and owned by the Municipality.

Regulations - refers to the regulations promulgated in terms of the South African Geographical Names Council Act, 1998 (Act 118 of 1998).

Renaming - refers to existing features, whether named or unnamed.

Road Traffic Act - refers to the National Road Traffic Act (Act No. 93 of 1996).

Signs manual - refers to the most recent version of the Southern African Development Community Road Traffic Signs Manual.

Streets - all reference to streets shall also apply to those variations (Afrikaans and with adjuncts/suffixes) as listed in the table below, owned by the Municipality and therefore falling within the Municipality's jurisdiction to name and rename as contemplated in the Act.

ENGLISH	AFRIKAANS	DEFINITION
Avenue (Ave)	Laan (Ln)	A street usually with significant horticultural features.
Boulevard (Blvd)	Boulevard (Blvd)	A wide, pretentious street, usually with horticultural or landmark features.
Bypass	Verbypad	Usually a wide road which takes traffic around a development.
Circle	Sirkel	A road which roughly forms a circle and carries low to moderate volumes
Close (Cl)	Slot	A short street or minor "dead-end" street or cul-de-sac
Court (Crt)	Hof	A Square, but normally surrounded by residential buildings.
Crescent (Crest)	Singel (Sng)	A relatively short street which forms part of a circle.
Cul-de-sac	Blinde steeg	See definition for Close (Cl) and Place (Place)
Drive (Dr)	Ryiaan (Rln)	A relatively long, usually meandering, recreational or scenic route.
Expressway	Snelweg	A dual carriageway with limited, signal controlled or interchange access.

Freeway	Deurpad	Usually a dual carriageway road with access limited to interchanges.
Highway	Snelweg	See definition for Expressway
Lane	Steeg	A narrow street or passageway, usually short.
Mall	Wandelhal	A major road mainly for pedestrian use, serving only the properties in the road.
Parkway (PW)	Parkweg (PW)	A dual carriageway with limited signal controlled or interchange access.
Path	Voetpad	Surface road for walking.
Place (Place)	Plek / Oord	A short street or a minor “dead end” street or cul de sac.
Road (Rd)	Weg	General term for streets usually in developed areas used to give access to the properties in the development.
Square (Sq)	Plein (Pln)	A road or a portion of road the shape of which resembles a square.
Steps	Trappe	Street with steps, for pedestrians use only.
Street (St)	Straat (Str)	General term for street usually in a developed area used to give access to the properties in the development.
Terrace (Tce)	Terras (Ter)	A road normally for pedestrian use, through mountainous or rough terrain.
Trail	Wandelpad	Unsurfaced road used by pedestrians only.
Walk	Voetpad	Narrow street normally for pedestrian use only.
Way	Weg	General term for street in a developed area.

(NOTE: Above-mentioned adjuncts/suffixes were referred for translation into Xhosa, but it was confirmed that it is not possible to translate the adjuncts/suffixes as no equivalent terms exist in Xhosa. In Xhosa a 'blanket' word is however used when referring to any of the terms in above-mentioned table, namely 'indlela').

PART II: NAMING AND RENAMING - CRITERIA AND RULES

8. NAMING AND RENAMING: CRITERIA FOR EVALUATION

The following criteria in ranked order are to be used to assist in determining the suitability of a name (of a new street) or the desirability of the proposed renaming of a feature. Any submission for a name change or new name must therefore make a strong case, which motivation should be based on the following:

- a) Must not be offensive or insensitive;
- b) Must promote goodwill and reconciliation;
- c) Will assist in building a sense of ownership, identity and community in a changing society;
- d) Where there is a strong degree of community participation and support;

- e) Should increase the marketing potential and investment attractiveness of an area;
- f) Honour and commemorate noteworthy persons associated with the municipal area and any such submission or petition to name a feature after people must be accompanied by a detailed motivation, profile of the person and indication why the specific person is worthy of the honour;
- g) Commemorate local, national or international history, places, events, memories or culture of relevance to the people within the municipal area;
- h) Recognize indigenous and international flora, fauna and natural environment relevant to the municipal area;
- i) Recognize the cultural diversity of the municipal area; and
- j) Promote improved place orientation and recognition.

9. NAMING AND RENAMING: RULES FOR SELECTION

The following rules (along with the criteria contained under Section 8 above) shall apply for the selection of names for features:

9.1 GENERAL

- a) There must be no duplication of names, similarly spelled or phonetically similar names within the previous municipal boundary of the town in which the feature is located as well as within a 5-kilometre radius of the feature;
- b) The length of a name should preferably be limited to what can be practically accommodated on a name board and maps, which are no more than 20 characters including spaces;
- c) No names should be used which could be construed as commercial advertising; and
- d) Names that would generally improve the Municipality's administration and provision of essential services are preferred.

9.2 STREETS

- a) Street names should be in keeping with the theme of the surrounding street names when falling within an established township;
- b) Street names should remain in the language in which it was given;
- c) Definitions of the street name adjuncts/suffixes are to be used to determine the appropriate adjunct/suffix to be applied to any street;
- d) Where a street is interrupted by a natural or man-made barrier, the resulting portions of that street may be named in the appropriate language by the addition of an appropriate identifier to one or both portions, such as North, South, East, West, Lower, Upper, Central, Extension;
- e) A continuous street should maintain its name throughout its length, except in cases where it is considered to be confusing;
- f) In Afrikaans, adjuncts/suffixes to short names other than proper nouns shall form one word with the name, while when in English these are written separately; and

- g) The provision of street name signage should comply with the requirements as prescribed in municipal guidelines and be approved by a delegated official of the Infrastructure Services Department.

PART III: NAMING PROCESS - PUBLIC AND PRIVATE STREETS

10. NAMING AND NUMBERING PROCEDURE

The naming and numbering (including renumbering) process of public and private streets in developments or subdivisions shall be as follows:

- 10.1 Subdivision plans submitted in terms of the Stellenbosch Municipal Land Use Planning Bylaw shall include street naming and numbering. The Municipality may initiate the renumbering process of public and private streets if circumstances so require.
- 10.2 Land use applications (i.e., new developments) in terms of the Stellenbosch Municipal Land Use Planning Bylaw shall include as a condition of approval, that all subdivision plan applications, submitted subsequent to the approval of the land use rights, shall include street names and numbering.
- 10.3 Paragraph 10.2 does not preclude the applicant from submitting street names and numbering as part of the land use application.
- 10.4 Applicants shall be encouraged, in terms of 10.1 and 10.3, to discuss the details of the proposed street names with the Development Management Department prior to submission thereof.
- 10.5 It shall be the responsibility of the applicant to scrutinize the municipal street index list and confirm that there are no duplicate or similar names within previous municipal boundaries of towns and a 5-kilometre radius.
- 10.6 Street numbers must also be reflected on plans in accordance with the rules for street numbering (see Section 13).
- 10.7 The Development Management Department will evaluate the proposed street names and numbering against the criteria and rules contained in this Policy (including names for streets in municipal housing projects).
- 10.8 If, the street names and numbering conform to the criteria and rules contained in this Policy, the delegated functionary can:
 - a) approve the names and numbering; or
 - b) in the case of a municipal housing project, inform the Integrated Human Settlements Department of its suitability. The Integrated Human Settlements Department will be responsible for the submission of the street names as part of their housing project approval process to Council via the Portfolio Committee.

- 10.9 If, the street names do not conform to the criteria and rules contained in this Policy, the Development Management Department will:
- a) inform the applicant thereof; or
 - b) in the case of streets for a housing project the Development Management Department will inform the Integrated Human Settlements Department of its suitability. (The Integrated Human Settlements Department will be responsible for the submission of the street names as part of their housing project approval process to Council via the Portfolio Committee).
- 10.10 If, the Development Management Department deems the street names as problematic or contentious, then the Director: Planning and Economic Development can refer the proposed street names to the Panel of Experts (see paragraph 12.2), hereafter referred to as the Panel, for evaluation and consideration.
- 10.11 The Panel then makes a recommendation to the Development Management Department on the proposed street names after which:
- a) the Director: Planning and Economic Development can make a decision; or
 - b) in the case of streets for a housing project the Development Management Department may provide alternative street names to the Integrated Human Settlements Department. (The Integrated Human Settlements Department will be responsible for the submission of the street names as part of their housing project approval process to Council via the Portfolio Committee).
- 10.12 The procedures as set out in this Policy is applicable to the naming and numbering of features only and is dealt with separately from decision-making on land use applications, which is delegated to the Authorised Employee or the Municipal Planning Tribunal in terms of the Stellenbosch Municipal Land Use Planning Bylaw.
- 10.13 If the street names are not supported by the delegated functionary, the Municipality will inform the applicant, with reasons.
- 10.14 Any decision taken in terms of 10.13 above, shall be subject to applicable right of appeal in terms of the relevant legislation.
- 10.15 On approval by the Municipality, the Development Management Department notifies all relevant stakeholders of the new street names and numbers.

PART IV: RENAMING PROCESS

11. RENAMING PRINCIPLES

The principles detailed below should be adhered to in considering all submissions and petition for renaming of features:

- a) Renaming is the responsibility of Council. The decision to proceed with the process of renaming must therefore be taken by Council before the process may commence;

- b) The renaming of features should only be done where there is a need and in such a way as to curb unnecessary expenses; and
- c) The process of renaming must be undertaken in a consultative manner and this must be clearly demonstrated before a final decision can be taken.

12. RENAMING STRUCTURES

12.1 RENAMING COMMITTEE

- 12.1.1 The Municipal Manager shall establish a Municipal Renaming Committee, hereafter referred to as the Committee.
- 12.1.2 The Committee shall be made up of the Municipal Manager and Directors of the following Directorates: Planning and Economic Development, Community Services, Infrastructure Services, Corporate Services and Financial Services, or their delegated officials.
- 12.1.3 The responsibility of the Committee will be to assess all renaming proposals received against the criteria and rules as set out in this Policy and to make recommendations to the Mayoral Committee via the Planning Department and Portfolio Committee.

12.2 PANEL OF EXPERTS

- 12.2.1 The Committee may appoint a Panel of Experts (hereafter referred to as the Panel) to assist with the evaluation of proposals, if the expertise required, falls outside that held by the appointed officials.
- 12.2.2 The Panel shall consist of not more than 5 members and not less than 3 members.
- 12.2.3 The Committee can itself nominate or, advertise a request for nominations from the general public, for members to serve on the Panel.
- 12.2.4 Councillors or municipal officials may be nominated to serve on the Panel.
- 12.2.5 Nominations for the Panel should include the agreement or permission of the nominee, full particulars of the nominee (including contact details), relevant experience, qualifications and motivation.
- 12.2.6 The Panel should have expertise and/or experience and/or qualifications in two or more of the following fields:
 - a) History;
 - b) Culture;
 - c) Linguistics;
 - d) Reconciliation;
 - e) Religion;
 - f) Civil engineering;
 - g) Town planning;

- h) Onomastics (or onomatology is the study of the origin, history, and use of proper names); and
- i) Toponymy (study of place names [toponyms], their origins, meanings, use and typology).

12.2.7 The expertise, referred to in the previous paragraph, must be detailed in the nomination document.

12.2.8 In addition, care should be taken to ensure that the Panel is as representative of the demographics and cultural composition of the municipal area as possible.

12.2.9 The members to serve on the Panel shall be submitted via the Portfolio Committee to the Mayoral Committee, by the Municipal Manager, for approval.

12.2.10 The Panel members (excluding any Councillor or official) shall be remunerated in accordance with the approved tariffs of Council for advisory committees.

12.3 RENAMING PROCEDURE

12.3.1 Application fees for a renaming application are to be determined by the tariff structure of Council.

12.3.2 Council can, at any time, decide to process a renaming request, if determined to have sufficient merit.

12.3.3 Any person, community or organization which live or operate within the boundaries of the Municipality shall be entitled to propose the renaming of a feature.

12.3.4 Council can on its own initiative initiate a renaming process.

12.3.5 Renaming proposals shall be in writing and shall include full details:

- a) of the affected feature;
- b) the proposer of the name change;
- c) the proposed name change and its meaning;
- d) fully motivated reasons for the change;
- e) evidence of professional and community support; and
- f) evidence of research.

12.3.6 Proposals may include the results of referenda or similar consultation/s within communities by way of evidence of support or opposition.

12.3.7 Persons who are unable to read or write, must be able to submit their comments verbally at the Stellenbosch Municipality; where they will be assisted by a staff member, to put their comments in writing.

12.3.8 The Development Management Department shall receive, process and evaluate the proposals against the criteria and rules contained in this Policy.

- 12.3.9 If a proposal does not contain all the required information or the street names do not conform to the criteria and rules contained in this Policy, the proposal shall be returned to the applicant within 30 days, by the Development Management Department, with a request for submission of the necessary information within 30 days from the receipt of the request, failure of which the renaming proposal shall lapse.
- 12.3.10 A report containing all names received, with a summary of relevant information, comments and evaluation in terms of the criteria and rules for renaming, will be prepared by the Development Management Department for submission to the Committee.
- 12.3.11 The Committee will consider and deliberate the name change proposal.
- 12.3.12 The Committee can at this stage refer a proposal to the Panel for evaluation and consideration.
- 12.3.13 The Panel will make recommendations to the Committee.
- 12.3.14 The Committee will submit its comments and the Panel recommendations to the Development Management Department.
- 12.2.15 The Development Management Department will submit the proposal and all relevant comments to the Mayoral Committee via the Portfolio Committee.
- 12.3.16 If the proposal is not supported by Mayoral Committee, the applicant must be informed of this, with reasons.
- 12.3.17 If the proposal is supported then the proposal will be advertised for comment by interested and affected parties and surrounding property owners.
- 12.3.18 The Development Management Department will simultaneously circulate the supported proposal to the relevant internal Directorates (Planning and Economic Development, Community Services, Infrastructure Services, Corporate Services and Financial Services Directorates) and relevant external organisations for comment (e.g., District Roads Engineer, Ward Councillor/s, Western Cape Provincial Geographical Names Committee, etc.)
- 12.3.19 If Council deems it necessary, it can conduct a public meeting with the relevant stakeholders at any stage of the process.
- 12.3.20 A report containing all comments received will be prepared by the Development Management Department for submission to the Committee. The report should also include the financial implications for Council for the proposal.
- 12.3.21 Comments received on the supported proposal will be considered by the Committee.

- 12.3.22 The Committee can again refer the comments received to the Panel for further recommendations.
- 12.3.23 The Committee will submit its final comments and the Panel recommendations to the Development Management Department.
- 12.3.24 The Development Management Department will submit the Committee comments and the Panel recommendations to the Mayoral Committee via the Portfolio Committee.
- 12.3.25 Once the name change is supported by the Mayoral Committee, its recommendation is submitted to the Council for approval.
- 12.3.26 Once the name change is approved by the Council, this must be published in a local newspaper.
- 12.3.27 Any decision taken in terms of paragraph 12.3.26 above, shall be subject to applicable right of appeal in terms of the relevant legislation.
- 12.3.28 The municipal budget should make provision for capital funds as well as operating funds to implement the proposal/s as per the responsible department.
- 12.3.29 On approval by the Mayoral Committee, the Development Management Department notifies all relevant stakeholders of the new street names and numbers.
- 12.3.30 A Council initiated renaming process must follow the same renaming procedures as set out in this Policy.
- 12.3.31 Administrative errors and/or incorrect spelling of names may be rectified without going through the process contained in this Policy.

PART V: OTHER PROVISIONS

13. RULES FOR STREET NUMBERING

Street numbering should be allocated as follows:

13.1 STREETS -WEST TO EAST (HORIZONTAL)

Horizontal: indicates the street is running generally speaking in a Western/Eastern direction or <45°.

Numbering must be done from left to right, West to East, with even numbers on the Northern side of the street, and the odd numbers on the Southern side of the street.

13.2 STREETS - SOUTH TO NORTH (VERTICAL)

Vertical: indicates the street is running generally speaking in a Northern/Southern direction or $>45^\circ$.

Start by numbering from South to North, with the even numbers on the Eastern side of the street, and the odd numbers on the Western side of the street.

13.3 CORNER ERF (TWO STREETS)

Two street numbers must be provided for a corner Erf, with one street number bordering each street. The street number of a property will be determined by the direction of the front door of the new or existing structure.

13.4 CORNER ERF (THREE STREETS)

Three street numbers must be provided for a corner Erf. One street number bordering each street is required. The direction of the building/front door/entrance will determine which street number shall be used.

13.5 CUL-DE-SAC

Scenario 1:

If there are fewer than seven properties on the same side of the road in a cul-de-sac with no possibility of development on the other side of the road, numbering is then to be sequential

Scenario 2:

The street numbering, if there are more than seven properties and these are located on both sides of the road, should start at the entrance of the cul-de-sac (at the corner Erf). Odd numbers must start on the Southern side, if the cul-de-sac is running in an East/West direction (i.e., $<45^\circ$) or on the Western side, if the cul-de-sac is running in a South/North direction (i.e., $>45^\circ$).

The island in the middle, if applicable must be numbered with even numbers with the smallest even number at the entrance to the circle.

13.6 PUBLIC OPEN SPACE

A public open space must also be numbered. Numbering should be done on both sides of the Erf if the Erf borders on two streets. The lowest value street number allocated to the Erf will be used for administrative purposes.

13.7 EXISTING STREET NUMBERS

In cases where an existing street is already numbered, the existing numbers must be taken into account when a subdivision application is submitted to the Municipality. The street numbering must also fit into the General Plan of the area.

On completion of any building on a property, it shall be the duty of the property owner/s to obtain and install suitable address numerals in accordance with the provisions of the Signs manual.

14. FINANCIAL CONSIDERATIONS

The following financial aspects shall be taken into account:

- 14.1 All costs relating to street naming in new subdivisions shall be borne by the developer, or where the developer is Council, the costs shall be borne by Council.
- 14.2 The costs of erecting or changing name boards and signs, resulting from the renaming process, shall be borne by the successful applicant (whether this is a person, group, company, organization, institution, etc.), except if initiated by Council.
- 14.3 Council shall not be liable for costs incurred by property owners, which could ensue as a result of the renaming and renumbering process (i.e., changing of address for various institutions, websites, business signage, etc.).

ANNEXURE B



*Get
Involved*



NAME OUR NEW BUILDING & WIN AN AMAZING PRIZE!

The Municipality's new building, that will house various offices and a state-of-the-art Customer Service Centre, is nearing completion.

The historic NPK-building has undergone a complete transformation. The next step is to pick a new name for the building and that's where you come in!

Submit your proposal for a new name that captures the spirit of Stellenbosch Municipality and our values of integrity, innovation, responsiveness, excellence, accountability, and transformation.

Submit your proposal in writing by emailing
contact.stellenbosch@stellenbosch.gov.za on or before 18 August 2023 and





Help Us Rename the NPK-Building



21



19



6



Stellenbosch Municipality 

Final touches are underway! Stellenbosch Municipality is getting ready to officially announce more...

ANNEXURE C

Help Us Rename the NPK-Building

Below are the name suggestions received from the public in no particular order:

- **Anastasia Building:**

The miracle iris, *Moraea anastasia*, was discovered on Botmaskop, near the Helshoogte Pass. The discovery is considered a botanical wonder, because it emerged on an old pine plantation. Its name comes from the Greek meaning “resurrection”.

- **S.M.A.R.T. Centre:**

Stellenbosch Municipal Assistance & Resource Terminal

- **Die Wynpoort:**

“The Wine Gateway” — celebrates Stellenbosch’s heritage as the heart of SA’s wine country and welcomes residents into a space of service and support.

- **Die Midde-Bosch gebou / The Midde-Bosch building:**

The building is located in central Stellenbosch

- **Die Suikerklont(jie) / The Sugarcube:**

From an aerial view, the building resembles a giant sugar cube in terms of its cube shape and off-white colour.

- **Die Hoeksteen:**

The building also resembles a giant cornerstone and Stellenbosch is the cornerstone of the wine industry in our region and the country as a whole.



- **Intelligence Hub**

- **Ubuntu**

- **Service Delivery Centre**

- **Public Link**

- **Community Connect**

- **Public Service Centre**

- **Stellenbosch Municipality Gateway**

- **Stellenbosch Community Support Centre**

- **White House @ Pleinstreet**

- **Die Rynpleintuin gebou**

- **Wynland Poort**

- **Hartebaan Sentrum**

- **Die Baken**

- **Die Eikhuis**

- **Stellenkring**

- **The white house**

- **Eike Huis**

- **Stellenbosch municipality community Hub**

- **Stadsraad**

7.9**RURAL MANAGEMENT: (PC: CLLR C MANUEL)**

NONE

7.10**MUNICIPAL MANAGER**

NONE

8.**REPORTS SUBMITTED BY THE EXECUTIVE MAYOR**

NONE

9.**URGENT MATTERS**

NONE

10.**MATTERS TO BE CONSIDERED IN-COMMITTEE**

SEE PINK DOCUMENTATION