STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2026-10-30

NOTICE OF A SPECIAL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY FRIDAY, 2026-10-30 AT 10:00

TO

The Speaker, Ald Q Smit [Chairperson]
The Executive Mayor, Ald JS Fasser
The Deputy Executive Mayor, Cllr BR Buys
The Council Whip, Ald P Crawley

COUNCILLORS

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

Notice is hereby given in terms of Section 29, read with Section 18(2) of the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that a **SPECIAL MEETING** of the **COUNCIL** of **STELLENBOSCH MUNICIPALITY** will be held on **FRIDAY, 30 OCTOBER 2026** at **10:00** via **MS TEAMS**.

SPEAKER
CLLR Q SMIT

AGENDA

SPECIAL MEETING OF COUNCIL

OF STELLENBOSCH MUNICIPALITY

2026-10-30

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2.	**DISCLOSURE OF INTERESTS**

3.	**APPLICATION FOR LEAVE OF ABSENCE**

4.	**CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S**

4.1	**44TH COUNCIL MEETING: 2026-10-21**

The minutes of the 44th Council meeting: 2026-10-21 is attached as **APPENDIX 1.**

FOR CONFIRMATION

APPENDIX 1

STELLENBOSCH
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Ref no.3/4/2/5

2026-10-21

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MINUTES

44TH COUNCIL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2026-10-21 AT 10:00

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MINUTES **44TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY** **2026-10-21**

PRESENT The Speaker, Ald Q Smit [Chairperson]
The Executive Mayor, Ald JS Fasser
The Deputy Executive Mayor, Cllr BR Buys
The Council Whip, Ald P Crawley

COUNCILLORS

RA Adams	EP Masimini
Ald JC Anthony	NE Mcombring (online)
R Cupido (until 14:39)	XL Mdemka
MM Danana	NM Mkhontwana
JA Davids	NR Ndalasi
I De Taillerfer	L Nkamisa
Ald R Du Toit	M Nkopane
A Ferns	N Ntsunguzi
E Groenewald	GA Petersen
AJ Hanekom	RO Pheiffer
RB Hendrikse	WF Pietersen
SC Heneke	A Tomose
J Joon	RB Van Rooyen
TO Kumm	M Van Stade
JC Macfarlane	E Vermeulen
Ald N Mananga-Gugushe	J Williams
C Manuel	AJ Weideman (left between 13:45 – 14:15)

****

OFFICIALS Municipal Manager (G Mettler)
Chief Financial Officer (K Carolus)
Director: Community and Protection Services (G Boshoff)
Director: Infrastructure (S Chandaka)
Acting Director: Corporate Services (Dr. L Kaywood)
Chief Audit Executive (L Mvandedwa)
Manager: Secretariat/Committee Services (M Julius)
Senior Administration Officer (T Samuels)

ALSO PRESENT APAC Chairperson, Mr L Nene (online from 10:00 – 11:20)

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1.	**OPENING AND WELCOME**

The Speaker, Cllr Q Smit extended a warm welcome to all present at the 44th Council meeting.

2.	MAYORAL ADDRESS

"Honourable Speaker, Deputy Mayor Cllr. Buys, Chief Whip Cllr. Crawley, Councillors, Municipal Manager Ms. Geraldine Mettler, Directors, managers and officials, Residents and members of the public and everyone joining us online via Microsoft Teams.

Goeiemore, good morning, molweni, as-salamu alaykum

Councillors, today is a particularly significant occasion as we meet for the final time as this Council. After today, our attention will turn to the upcoming Local Government Elections.

Once again, our communities will have the opportunity to go to the polls and choose the leaders they want to take our municipality forward over the next five years.

Looking back, these past five years have certainly been an interesting journey. We have welcomed many new faces into Council and said goodbye to colleagues who have moved on.

We have had our fair share of heated debates, difficult discussions and differing opinions.

But we have also celebrated tremendous successes, made important decisions and created many wonderful leaps forward for our towns.

That is the nature of local government. We may not always agree, but we share a responsibility to serve the people who have entrusted us with that privilege.

To our Speaker, I want to express my appreciation for the outstanding manner in which you have presided over this Council. You have led with dignity, applied the rules firmly and fairly and ensured that the business of Council could proceed in an orderly and constructive manner.

Chairing Council is not always an easy task, particularly when debates become passionate, but your leadership has helped guide us through these moments. Thank you for your commitment, your patience and the work you have done throughout this term.

To our Chief Whip, Cllr. Crawley, a very special word of thanks to you as well. The work of Council does not happen only in this chamber. Much of it takes place behind the scenes, through countless discussions, coordination, preparation and long hours of work, between the Whips of the different parties.

Thank you for the firm yet fair hand you have brought to your role, for helping the business of Council run smoothly and for your dedication throughout this term. Your contribution is appreciated.

Members from my Mayoral Committee as well as my Deputy Mayor Cllr. Rudi Buys. Thank you for standing together with me in service to our communities. Your hard work, patience and dedication to your portfolios turned our shared vision into real action.

Public Service is a True Test of Character and to have been able to share this journey with you, has been an absolute honour and privilege and I want to close with a quote from Margaret Mead –

"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has".

Thank you for changing our municipality with me and building a better town for our residents.

To all councillors, I want to thank each and every one of you for the role you have played during this Council term.

We may sit on different sides of the chamber, hold different political views and disagree on matters of policy, but we all have a responsibility to the communities we represent.

Some of you will return to Council after the elections. Others will move on to new opportunities and different chapters in your lives.

To those returning, I wish you strength and renewed energy for the work ahead.

To those who will not be returning, thank you for your service and the contribution you have made to our municipality.

I wish all of you good health, happiness and success in whatever lies ahead. And, of course, good luck with the final push before we head to the polls!

Honourable Speaker, while we prepare for a new Council, we are also preparing to welcome a new generation of young leaders through our Stellenbosch Junior Town Council. Applications are now open for learners who will be in Grade 10 in 2027. This is a wonderful opportunity for young people to develop leadership skills, share their ideas but also become a voice for young people in our communities.

The Junior Town Council is a non-political civic programme that encourages self-confidence, responsibility, civic participation and community leadership. I want to encourage young people from all our communities and across all areas of our municipality to apply. We need young people who are prepared to step forward, contribute ideas and help shape the future of Stellenbosch. Application details are available on the Municipality's website and social media platforms.

We are also looking forward to the return of Garden Town Stellenbosch, taking place from 23 October to 1 November 2026. Now in its fifth year, this initiative celebrates our gardens, horticultural heritage, creativity, food, wine and outdoor lifestyle. Through our collaboration with Visit Stellenbosch, we continue to showcase what makes our municipality such a distinctive destination. Residents and visitors will be able to explore gardens, discover nature reserves, learn about threatened plant species and experience the work being done by local farms and conservation partners to protect biodiversity. The programme includes private gardens rarely open to the public, workshops, markets, food and wine experiences and the colourful Grand Flower Parade on Tuesday, 27 October. Events across our streets, gardens, businesses and creative spaces will bring the destination to life. Initiatives such as these are about more than tourism. They support local businesses, create economic opportunities and help sustain jobs across our valley. I encourage residents to explore the programme and experience Stellenbosch in new ways this spring.

On a more serious note - Water security, Every Drop Counts. As we approach the summer season, water conservation remains an important priority. At 12 October 2026, the combined storage levels of the City of Cape Town's dams, which supply approximately 60% of Stellenbosch Municipality's bulk water, stood at 74.9%. This is 15.8 percentage points lower than at the same time last year. Current forecasts also point to the possibility of a drier-than-normal summer. Therefore, Honourable Speaker, these figures are a reminder that we cannot afford to become complacent about our water resources. I appeal to every household, business, institution and visitor to use water responsibly. Fix leaking taps, avoid unnecessary water use and make water-wise choices wherever possible. Every small action makes a difference when an entire community works together. Let us save water while we can, rather than wait until we are faced with greater pressure on our resources.

The month of October is Breast Cancer Awareness month. An important reminder of the need to prioritise our health and support those affected by cancer. Early detection can make a significant difference. I encourage residents to know what is normal for their bodies, attend regular check-ups and seek medical advice if they notice unusual changes. We must also continue to support individuals and families navigating a cancer diagnosis. Awareness, early intervention and compassion all matter. At the end Honourable Speaker, it is our combined efforts to stand together and beat cancer in our town.

Supporting our community organisations, applications are now open for the Municipality's Grant-in-Aid funding for the 2027/28 financial year. This programme provides an opportunity for eligible non-profit organisations and community-based organisations operating within our municipal area to apply for financial support. These organisations often do invaluable work in areas such as community development, social support and improving the lives of vulnerable residents. We recognise the important role they play in extending the reach of community initiatives and responding to local needs. I encourage eligible organisations to submit their applications and to attend the compulsory clarification meetings. Full details and application requirements are available through our Community Development Department, the municipal website and our social media platforms.

Another important development this month has been the formal establishment of the partnership between Cape Town Tourism and Visit Stellenbosch, our tourism management agency. This partnership creates exciting opportunities to strengthen collaboration between two of the Western Cape's most prominent tourism destinations.

The recent Toyota Stellenbosch Woordfees was once again a tremendous success. This annual festival brings together literature, theatre, music, live performances, ideas and creative expression. It attracts thousands of visitors and showcases the remarkable cultural and creative talent that exists in our town. But its impact extends well beyond the stages and festival venues. Our restaurants, coffee shops, accommodation establishments, guesthouses, wine farms, retailers and smaller businesses all benefitted from the increased activity. Events such as Woordfees demonstrate how arts and culture can contribute meaningfully to local economic development. Congratulations to the organisers, performers, partners, sponsors and everyone who helped make this year's Woordfees festival a success.

As part of our efforts to strengthen law enforcement, we marked another important milestone with the launch of our new Tactical Response Unit (TRU) and K9 units. Supported by significant provincial investment in equipment and training, these units will strengthen our capacity to support SAPS in crime prevention and law enforcement. Stellenbosch Municipality continues to invest in practical measures to improve public safety and strengthen our presence on the ground.

Although we are approaching the end of the year, our work is far from over. We are already preparing for a busy festive season and a number of important community initiatives. These include our much-anticipated Festival of Lights, the festive market at the Town Hall and the annual 16 Days of Activism campaign. These initiatives bring communities together, support local economic activity and provide opportunities to raise awareness about important social issues. At the same time, our municipal teams will continue with the essential work of maintaining services, supporting communities and responding to the needs of residents. The coming weeks will require continued commitment, coordination and hard work from our officials and councillors alike.

Honourable Speaker, as we reach the end of this Council term, I am reminded that public service is ultimately about the people we serve. Councils change. Political terms come to an end. New leaders emerge and new priorities do take shape. But the needs, hopes and aspirations of our residents remain. Our responsibility to serve our communities does not end with an election, nor does our commitment to building a municipality where people have opportunities to live, work, learn and prosper. We may look back on this term with different perspectives, and we may have different views on what we achieved or what could have been done differently. But I hope that each of us can look back knowing that we played a part in the ongoing story that shapes Stellenbosch. To those who will return, may the next term bring renewed purpose and a continued commitment to public service. Today, we close one chapter, but the work of building a better Stellenbosch continues. Let us finish this term with the same commitment with which we began it and let us continue putting our residents and our communities at the forefront of this municipality.

Thank you, Speaker. I look forward to seeing you again soon."

	SPECIAL ACHIEVEMENT IN GIS (SAG) AWARD

- Officials from the Planning Directorate joined Council to hand over the prestigious 2026 Esri Special Achievement in GIS (SAG) Award to the Executive Mayor. This award was bestowed upon Stellenbosch Municipality in absentia in the US recently.

- Stellenbosch Municipality was recognized with the prestigious 2026 Esri Special Achievement in GIS (SAG) Award, one of the highest international accolades in the Geographic Information Systems (GIS) field. The award was announced in absentia during the 2026 Esri User Conference in San Diego, California, by Jack Dangermond, founder and president of Esri.

  The SAG Award recognizes organizations that demonstrate exceptional innovation and leadership in the application of GIS technology to improve decision-making, operational efficiency, and service delivery. In 2026, only 197 organizations were selected from more than 100,000 Esri customers worldwide, highlighting the significance of this achievement.

  The award places Stellenbosch Municipality among a select group of organisations worldwide acknowledged for setting new standards in GIS implementation and utilization. Receiving this recognition reflects the municipality's commitment to digital transformation, evidence-based decision-making, improved service delivery, and effective spatial planning.

This achievement is a testament to the dedication of municipal leadership, GIS professionals, and departmental users who continue to leverage geospatial technology to support sustainable development and enhance services to our communities.

- Stellenbosch Municipality remains committed to maintaining its position as a leading smart municipality through innovation, collaboration, and the effective application of GIS technology.

3. COMMUNICATIONS BY THE SPEAKER

- Item 12.2 will be dealt with first on the Agenda to afford the APAC Chairperson, Mr L Nene to present the APAC report to Council.
- Item 10.3.7 Deloitte Task Evaluation process completion and final determination of T-grades of posts on the Stellenbosch Municipality's organisational structure was withdrawn from the Agenda.
- Item 10.3.8 Return Item: Disposal of Transvalia Complex through a 30-year lease to Middedorp Properties, has an amendment.
- The following items are for noting only: Items 8.2, 8.5, 9.1.1, 9.1.2, 9.3.1, 10.6.2, 12.2, 16.1, 16.2 and 16.3.
- The Speaker thanked the Chief Whip of Council and the Whips of the various political parties for their engagements prior to Council meetings. He acknowledged their important role within Council and expressed his appreciation for their dedication and assistance in streamlining Council business.
- The following are consensus Items: 10.1.2, 10.3.2, 10.6.2, 10.8.3.
- In light of the upcoming elections on 4 November 2026, the Municipal Manager's Office will send out a communication in due course informing Councillors on the date and time when they must vacate their offices and return Council property i.e. laptops, etc. Councillors who fail to return Council property will not receive their last month's salary, as per Council's rules.
- A combined group photo session with all Councillors will take place at the end of the Council meeting.
- The following Councillors celebrated their birthdays:

  - Cllr L Nkamisa – 22 September
  - Cllr J Andrews – 23 September
  - Cllr T Kumm – 16 October
  - Cllr N Olayi – 21 October

4. COMMUNICATIONS BY THE MUNICIPAL MANAGER

Opening

The Municipal Manager noted that the meeting marked the final Council meeting of the current term and expressed her sincere appreciation to all Councillors, across political parties, for their commitment, oversight and hard work over the past five years. She further indicated that it had been a privilege and pleasure working with them.

Acknowledgements

She expressed her appreciation to the Speaker for his firm but fair leadership, accessibility and efforts to ensure the smooth running of Council proceedings. She thanked the Executive Mayor and Mayoral Committee for their leadership and continued support in the implementation of projects and service delivery initiatives across communities. The Municipal Manager she acknowledged the dedication and commitment of Directors, managers and officials in serving the residents of the Municipality.

Stellenbosch: Five years of progress

The Municipal Manager stated that the Municipality, both as an administration and as a town, was in a significantly stronger position than it had been five years ago. She highlighted continued economic growth, increased tourism and investment, and the growing number of businesses, start-ups and entrepreneurs establishing themselves in the valley. The Municipal Manager attributed this progress to an environment that attracts people to live, work, learn, invest, visit and build their futures in the area and emphasised that the progress made was a collective achievement of Council and the Administration. She acknowledged that challenges remained but noted that there was much to be proud of.

Continuity of services

The Municipal Manager emphasised that although this was the final Council meeting of the term, the Municipality's work would continue without interruption. She assured Council that all municipal services would continue as normal and that the Administration remained focused on serving the residents.

Best wishes and closing

The Municipal Manager, on behalf of the Administration, expressed her sincere gratitude to Councillors for their dedication, insight and commitment during their term of office. She acknowledged their contributions to the work of the Municipality and the lasting impact they had made on the community. She extended her best wishes to Councillors who would not be returning for the next term, wishing them success, growth and fulfilment in their future endeavours.

Cancer month

She acknowledged that cancer has significantly affected both the Administration and Council. She emphasised the importance of recognising not only those who are currently living with cancer and those who have survived the disease, but also the support structures and individuals who have supported them throughout their journey.

Elections - MEO

The Municipal Manager, as the MEO, expressed the expectation that the upcoming elections would be conducted freely and fairly, as was the case during the previous term. She called on all political parties to commit to ensuring free and fair elections and urged them to attend MPLC meetings in the lead-up to the elections, emphasising that valuable information was shared at these meetings. She further reminded those present of the MPLC meeting scheduled for the following day and encouraged all political parties to attend.

Matric 2026

She reminded parents and the community to be mindful of learners' well-being during the matric exams, emphasising that depression was a serious concern and urging everyone to remain attentive to learners' emotional needs. She wished all learners well in writing their final examinations, particularly the matriculants completing their final year of schooling.

5.	**DISCLOSURE OF INTERESTS**

NONE

6.	APPLICATION FOR LEAVE OF ABSENCE

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

Cllr O Jooste - 21 October 2026
Cllr WC Petersen - 21 October 2026
Ald JP Serdyn - 21 October 2026

6.2 ABSENT

Cllr J Andrews - 21 October 2026
Cllr N Olayi - 21 October 2026
Cllr MG Rataza - 21 October 2026

6.3 Permission was granted to Cllr AJ Weideman to leave the meeting earlier at 13:45.

7.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S

7.1	43RD COUNCIL MEETING: 2026-08-25

The minutes of the 43rd Council meeting: 2026-08-25 **were confirmed as correct without any changes.**

8.	STATUTORY MATTERS

8.1	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 1 (01 JULY 2026 – 30 SEPTEMBER 2026)

File Ref: 8/1/3/3/2
Collaborator No:
IDP KPA Ref: Financial Sustainability (KFA 59: Supply Chain Management)
Meeting Date: 21 October 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 1 (01 JULY 2026 – 30 SEPTEMBER 2026)

2. PURPOSE

To submit to Management a report for the period 01 July 2026 – 30 September 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 2026/2027 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.

44TH COUNCIL MEETING: 2026-10-21: ITEM 8.1

RESOLVED (majority vote with 3 abstentions)

(a) that Council approves this report and Annexure A attached to the report; and

(b) that the report be made public in accordance with section 21A of the Municipal Systems Act.

FOR FURTHER DETAILS CONTACT:

NAME	*Dalleel Jacobs*
CONTACT NUMBERS	*8137*
E-MAIL ADDRESS	*Dalleel.Jacobs@Stellenbosch.gov.za*
DIRECTORATE	*Supply Chain Management*
REPORT DATE	*02 October 2026*

8.2	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR THE PERIOD 12 AUGUST TO 14 OCTOBER 2026

Collaborator No: *8/1*
BUDGET KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR THE PERIOD 12 AUGUST TO 14 OCTOBER 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 the period 12 August 2026 to 14 October 2026.

44TH COUNCIL MEETING: 2026-10-21: ITEM 8.2

NOTED

the deviations approved for the period 12 August 2026 to 14 October 2026.

NAME	***Dalleel Jacobs***
POSITION	***Senior Manager SCM***
DIRECTORATE	***Finance***
CONTACT NUMBERS	***021 808 8137***
E-MAIL ADDRESS	***Dalleel.Jacobs@stellenbosch.gov.za***
REPORT DATE	***03 September 2026***

8.3	GRANTS ADJUSTMENTS BUDGET 2026/2027

Collaborator No: *8/1*
BUDGET KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: GRANTS ADJUSTMENTS BUDGET 2026/2027

2. PURPOSE

To table the grant adjustments budget for the 2026/2027 financial year to Council for approval. The adjustments budget arises from the Western Cape Adjustments Budget and the Western Cape Adjustments Appropriation Act, 2026, that was enacted and the additional allocation, as per the letter received from the Department of Cooperative Governance for the Municipal Disaster Response Grant (MDRG), dated 08 September 2026, and arising from this, grant allocations were amended for Stellenbosch Municipality, for the 2026/27 financial year.

3. DELEGATED AUTHORITY

FOR APPROVAL BY MUNICIPAL COUNCIL

4. EXECUTIVE SUMMARY

Approval was granted for additional funding for the Municipal Disaster Response Grant (MDRG) for infrastructure damages due to the impact of floods that occurred during April 2026 and May 2026.

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

44TH COUNCIL MEETING: 2026-10-21: ITEM 8.3

RESOLVED (nem con)

(a) that the Adjustments Budget for 2026/2027 as set out in **APPENDIX 1-5**, be approved;

(b) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 3 and Appendix 4**, be approved; and

(c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

FOR FURTHER DETAILS CONTACT:

NAME	**MONIQUE STEYL**
POSITION	***SENIOR MANAGER: FINANCIAL MANGEMENT SERVICES***
DIRECTORATE	***FINANCIAL SERVICES***
CONTACT NUMBERS	***021 808 8512***
E-MAIL ADDRESS	***Monique.Steyl@stellenbosch.gov.za***
REPORT DATE	***12 October 2026***

8.4	TREASURY CIRCULAR MUN NO. 4/2026: CONSISTENT ENFORCEMENT OF DEBT COLLECTION AND CREDIT CONTROL MEASURES FOR COUNCILLORS AND EMPLOYEES

Collaborator No: *8/1*
BUDGET KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: TREASURY CIRCULAR MUN NO. 4/2026: CONSISTENT ENFORCEMENT OF DEBT COLLECTION AND CREDIT CONTROL MEASURES FOR COUNCILLORS AND EMPLOYEES

2. PURPOSE

To inform Council of the provisions of the Treasury Circular Mun No 4/2026 that was issued by the Western Cape Government: Provincial Treasury regarding the consistent enforcement debt collection and credit control measures for councillors and employees.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Western Cape Government: Provincial Treasury issued Treasury Circular Mun No 4/2026 to emphasize the importance of the consistent enforcement of debt collection and credit control measures to councillors and employees.

The circular highlights the following risks if the municipality does not comply with its prescripts:

- Financial instability due to revenue losses, cash flow constraints and an increase in irrecoverable debt.
- Inconsistent application of the policy could be regarded as a breach in the statutory duty of the municipality, which could negatively impact the audit outcome.
- Erosion of Public Confidence in the municipality if the policy is not applied consistently.

The prescripts of the circular are applicable to:

- Outgoing Councillors.
- Newly elected Councillors.
- Municipal Employees that are in Arrears.
- Newly appointed Employees.

44TH COUNCIL MEETING: 2026-10-21: ITEM 8.4

RESOLVED (nem con)

(a) that Council takes note of the content of Treasury Circular Mun No. 4/2026: regarding the consistent enforcement of debt collection and credit control measures for councillors and employees; and

(b) that Council supports the continued strict and consistent implementation of the Municipality's Credit Control and Debt Collection Policy.

FOR FURTHER DETAILS CONTACT:

NAME	Henry Mitchell
POSITION	***Senior Manager: Revenue and Expenditure***
DIRECTORATE	***Finance***
CONTACT NUMBERS	***021 808 8016***
E-MAIL ADDRESS	***Henry.Mitchell@stellenbosch.gov.za***
REPORT DATE	*8 October 2026*

8.5	MFMA SECTION 52 REPORTING UP TO THE QUARTER ENDING SEPTEMBER 2026

Collaborator No:
BUDGET KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: MFMA SECTION 52 REPORTING UP TO THE QUARTER ENDING SEPTEMBER 2026

2. PURPOSE OF REPORT

To comply with Section 52 (d) of the Municipal Finance Management Act and report to Council on the implementation of the budget; and service delivery budget plan of the Municipality for the 1st quarter of the 2026/2027 financial year.

3. DELEGATED AUTHORITY

THE EXECUTIVE MAYOR TO SUBMIT TO COUNCIL

In terms of section 52 (d) of the Municipal Finance Management Act:

"The mayor of a municipality—

(d) must, within 30 days of the end of each quarter; submit a report to the council.

4. EXECUTIVE SUMMARY

The Executive Mayor, must provide general political guidance over the fiscal and financial affairs of the Municipality and is required by Section 52(d) of the Municipal Finance Management Act to submit a report on the implementation of the budget and the financial and non-financial performance of the Municipality, to the Council within 30 days after the end of each quarter.

The Section 52 report is a summary of the budget performance. It compares the implementation of the budget to the commitments made and contained in the Service Delivery and Budget Implementation Plan (SDBIP) and is intended to enable Council to give effect to their oversight responsibility.

This report provides the overall performance of the Municipality for the period 1 July 2026 to 30 September 2026.

44TH COUNCIL MEETING: 2026-10-21: ITEM 8.5

NOTED

the Section 52 Report (including quarterly performance report) – First Quarter.

FOR FURTHER DETAILS CONTACT:

NAME	**Monique Steyl**
POSITION	***Senior Manager Financial Management Services***
DIRECTORATE	***Financial Services***
CONTACT NUMBER	***021 – 808 8512***
E-MAIL ADDRESS	***Monique.Steyl@stellenbosch.gov.za***
REPORT DATE	***21 October 2026***

9.	**ITEMS FOR NOTING**

9.1	**REPORT/S BY THE EXECUTIVE MAYOR**

9.1.1	**REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 23 JUNE 2026**

Collaborator No: *812845*
IDP KPA Ref No: *Good Governance*
Meeting Date: *21 October 2026*

1. SUBJECT: REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 23 JUNE 2026

2. PURPOSE

To inform Council of the matters under discussion at the Mayor – Rector Forum meeting held on 23 June 2026.

3. DELEGATED AUTHORITY

For information.

4. EXECUTIVE SUMMARY

The Executive Mayor has since his election reported to Council on discussions that takes place at the regular meetings of the Mayor – Rector Forum. The meeting was held on 23 June 2026. The minutes is attached as **Annexure A**.

44TH COUNCIL MEETING: 2026-10-21: ITEM 9.1.1

NOTED

the report from the Executive Mayor on the Mayor – Rector Forum Meeting: 23 June 2026.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	***MANAGER: COUNCILLOR SUPPORT***
DIRECTORATE	***CORPORATE SERVICES***
CONTACT NUMBERS	***021 8088314***
E-MAIL ADDRESS	***Donovan.Muller@stellenbosch.gov.za***
REPORT DATE	***09 September 2026***

9.1.2	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [JULY 2026 – SEPTEMBER 2026]

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: 21 October 2026

1. SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [JULY 2026 – SEPTEMBER 2026]

2. PURPOSE

To inform Council of the decisions taken by the Executive Mayor on matters resolved under the authority delegated to the Executive Mayor, in consultation with the Mayoral Committee, for meetings from July 2026 to September 2026 **(**see **APPENDIX 1)**.

3. DELEGATED AUTHORITY

As per the delegations from Council and powers vested in the Executive Mayor by legislation. In terms of the Stellenbosch Municipality System of Delegations (2019) EM12 and section 56(5) of the Structures Act, the Executive Mayor must report to Council at such intervals as the latter may determine on decisions taken.

The Executive Mayor is herewith reporting on the decisions taken by the Executive Mayor in consultation with the Mayoral Committee.

4. EXECUTIVE SUMMARY

In terms of the Municipal Structures Act 117 of 1998 Section 56 (5) it is stated that:

"An Executive Mayor must report to the municipal council on all decisions taken by the Executive Mayor."

44TH COUNCIL MEETING: 2026-10-21: ITEM 9.1.2

NOTED

the decisions taken by the Executive Mayor taken in consultation with the Mayoral Committee meeting from July 2026 until September 2026.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	***MANAGER: COUNCILLOR SUPPORT***
DIRECTORATE	***CORPORATE SERVICES***
CONTACT NUMBERS	***021 8088314***
E-MAIL ADDRESS	Donovan.Muller@stellenbosch.gov.za
REPORT DATE	***25 September 2026***

9.2	REPORT/S BY THE SPEAKER

NONE

9.3	REPORT/S BY THE MUNICIPAL MANAGER [MS G METTLER]

9.3.1	DECISIONS TAKEN BY DIRECTORATES IN TERMS OF DELEGATED AUTHORITY FROM 1 JULY 2026 UNTIL 30 SEPTEMBER 2026

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: DECISIONS TAKEN BY DIRECTORATES IN TERMS OF DELEGATED AUTHORITY FROM 1 JULY 2026 UNTIL 30 SEPTEMBER 2026

2. PURPOSE

To submit a report to Council on decisions taken by the Municipal Manager and Directors in accordance with Council's System of Delegations for the period 1 July 2026 to 30 September 2026, in compliance with Section 63 of the Local Government: Municipal Systems Act, read together with the System of Delegations approved by Council.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

In view of the applicable legislative stipulations, attached hereto as **Annexure 1** is a consolidated summary of the decisions taken by each Directorate during the reporting period.

Furthermore, it should be noted that this summary reflects only those delegations exercised by Senior Managers, as duly authorised by Council in terms of the approved System of Delegations.

44TH COUNCIL MEETING: 2026-10-21: ITEM 9.3.1

NOTED

(a) that Council takes note of the decisions taken for the period 1 July 2026 until 30 September 2026, by the following Section 56 Managers:

- Municipal Manager - Ms G Mettler (1 July 2026 – 30 September 2026);
- Chief Financial Officer – Mr Kevin Carolus (1 July 2026 – 30 September 2026);
- Director Infrastructure Services – Mr S Chandaka (1 July 2026 – 30 September 2026);
- Director Planning and Economic Development – Mr A Barnes (1 July 2026 – 30 September 2026);
- Director Community and Protection Services – Mr G Boshoff (1 July 2026 – 30 September 2026); and
- Acting Director Corporate Services – Dr Lungelwa Kaywood (1 July 2026 – 30 September 2026).

10.	**CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]**

10.1	**COMMUNITY & PROTECTION SERVICES: (PC: CLLR S HENEKE)**

10.1.1	**STELLENBOSCH MUNICIPALITY JUNIOR TOWN COUNCIL TERMS OF REFERENCE**

Collaborator No:
File Plan: 8/1/4/2/3
IDP KPA Ref No: Dignified Living
Meeting Date: 21 October 2026

1. SUBJECT: STELLENBOSCH MUNICIPALITY JUNIOR TOWN COUNCIL TERMS OF REFERENCE

2. PURPOSE

To present to council the Junior Town Council Terms of Reference for approval.

3. DELEGATED AUTHORITY

For approval by council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality established a Junior Town Council and had since its inception started to structure the functioning thereof. To formalise the structure a Terms of Reference has been drafted to provide the framework within which the structure will operate. The Terms of Reference further provide the background against which the Junior Council will be promoted at local schools and school communities.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.1.1

RESOLVED (nem con)

that the Stellenbosch Municipality Junior Town Council Terms of Reference 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	11-08-2026

10.1.2	ERASMUS+ CAPACITY BUILDING IN YOUTH SUB-SAHARAN AFRICA PROGRAMME

Collaborator No: 813922
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: ERASMUS+ CAPACITY BUILDING IN YOUTH SUB-SAHARAN AFRICA PROGRAMME

2. PURPOSE

To obtain approval to submit an application to the Erasmus+ Capacity Building in Youth Sub-Saharan Africa Programme in partnership with Swedish and Sub-Saharan Municipalities.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Stellenbosch and Jönköping Municipality entered into a partnership agreement on the topic of Human Rights on 17 December 2020. This agreement culminated in a collaborative extension application to the Swedish International centre for Local Democracy (ICLD). The extension programme was however short lived as the Swedish government stopped funding to the ICLD. The extension application centred around youth leadership development and during the short period of collaboration valuable lessons were learned and networks established. Not just between Stellenbosch and Jönköping but also among municipalities across Sub-Saharan Africa. In the absence of the ICLD programme, the value of the networks continued on a virtual basis, whilst looking for funding opportunities to further strengthen the work that was already being done. This item is in support of such a funding application.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.1.2

RESOLVED (nem con)

(a) that Council notes the intent of Stellenbosch Municipality through the Community Development Department to collaborate on an application to the Erasmus+ CBY Sub-Saharan Africa Programme with Jönköping and Karlskrona Municipalities in Sweden, Palapye Municipality in Botswana and Saldanha Bay Municipality in South Africa.

(b) that Council endorses and approves the submission of a collaborative project application to Erasmus+ CBY Sub-Saharan Africa Programme; and

(c) that the outcome of the application be submitted to council for notification.

FOR FURTHER DETAILS CONTACT:

Name	Michelle Aalbers
Position	Manager Community Development
Directorate	Community and Protection Services
Contact Numbers	021- 808 8408
E-mail Address	Michelle.aalbers@stellenbosch.gov.za
Report Date	2026-09-11

10.1.3	FEEDBACK REPORT ON THE INVITATION TO A FAMILIARIZATION VISIT ON SAFETY AND SECURITY IN LUDERITZ AND AUS BY MR C KITCHING

Collaborator No:
IDP KPA Ref No: Good governance and compliance
Meeting Date: 21 October 2026

1. SUBJECT: FEEDBACK REPORT ON THE INVITATION TO A FAMILIARIZATION VISIT ON SAFETY AND SECURITY IN LUDERITZ AND AUS BY MR C KITCHING

2. PURPOSE

To Council for noting purposes.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The GIZ "Integrated Urban Development in Lüderitz and Aus" (ILA) project is currently in the process of preparing for a study trip scheduled to take place 5-13 September 2026 in Stellenbosch and Saldanha Municipalities in Southern. The study tour forms part of ILA's broader objective to strengthen the capacities of local government and administrative units in Lüderitz and Aus to manage the urban transformation process efficiently, sustainably, and justly. The study tour seeks to provide participants with practical exposure to urban governance approaches and implementation experiences relevant to the Namibian context. The main thematic focus of this study tour is Urban Safety but will also explore topics such as; Affordable Housing, Renewable Energy & Climate Change, Land Value Capture and local impacts of investments.

Mr Kitching was invited by the Safety and Security Forums in Lüderitz and Aus, the GIZ-ILA to a familiarization visit to Lüderitz and Aus focusing on community safety and security coordination which took place between the 29th of June 2026 – 02nd of July 2026.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.1.3

RESOLVED (nem con)

(a) that Council notes the feedback; and

(b) that Council supports ongoing engagements to support GIZ and Lüderitz Town Council in sharing knowledge and expertise.

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@stellenbosch.gov.za
REPORT DATE	27 July 2026

10.2	SPORT, YOUTH AND CULTURE: (PC: CLLR N OLAYI)

NONE

10.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)

10.3.1	REVISED AND CONSULTED MICRO-STRUCTURES FOR THE PLANNING AND ECONOMIC DEVELOPMENT DIRECTORATE - INTEGRATED HUMAN SETTLEMENTS (HOUSING ADMINISTRATION), COMMUNITY AND PROTECTION SERVICES – COMMUNITY SERVICES AND THE MUNICIPAL MANAGER'S OFFICE

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: 21 October 2026

1. SUBJECT: REVISED AND CONSULTED MICRO-STRUCTURES FOR THE PLANNING AND ECONOMIC DEVELOPMENT DIRECTORATE - INTERGRATED HUMAN SETTLEMENTS (HOUSING ADMINISTRATION), COMMUNITY AND PROTECTION SERVICES – COMMUNITY SERVICES AND THE MUNICIPAL MANAGER'S OFFICE

2. PURPOSE

To inform the Council of the revised and consulted micro-structures for the revised and consulted micro-structure for the PLANNING AND ECONOMIC DEVELOPMENT DIRECTORATE- INTEGRATED HUMAN SETTLEMENTS (HOUSING ADMINISTRATION), COMMUNITY AND PROTECTION SERVICES – COMMUNITY SERVICES AND THE MUNICIPAL MANAGER'S OFFICE

3. DELEGATED AUTHORITY

The delegated authority is Council

4. EXECUTIVE SUMMARY

The review of the 2017/2019 micro-structures has been on the Local Labour Forum agenda under matters emanating since November 2020. Since that date various consultative meetings were held with the Directorates (sections and department) and structures presented and amended. During the meeting held on 2nd February 2026 the parties (the Employer, IMATU and SAMWU) after thorough consultation and discussions found agreement on the structures presented.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.1

RESOLVED (nem con)

that the revised/amended and consulted structures for the Planning and Economic Development Directorate - Integrated Human Settlements (Housing Administration), Community and Protection Services – Community Services and the Municipal Manager's Office be approved.

FOR FURTHER DETAILS CONTACT:

NAME	*Alexander Kannemeyer*
POSITION	*Senior Manager Human Resource Management*
DIRECTORATE	*Corporate Services*
CONTACT NUMBERS	*021-808 8751*
E-MAIL ADDRESS	*Alexander. Kannemeyer@stellenbosch.gov.za*
REPORT DATE	*30 September 2026*

10.3.2	CONSENT TO SALE AND TRANSFER: ERF 1209 FRANSCHHOEK TO W & HB DANIELS

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: 21 October 2026

1. SUBJECT: CONSENT TO SALE AND TRANSFER: ERF 1209 FRANSCHHOEK TO W & HB DANIELS

2. PURPOSE

For Council to authorise the implementation of the Deed of Sale concluded with W & HB Daniels in respect of Erf 1209 Franschhoek (1 Boonzaaier Road, Groendal), notwithstanding that the purchase price of R44 472.00 reflected in the 2007 Deed of Sale is below current market value, on the basis that:

(a) the Municipality is contractually bound by the agreement;

(b) the delay in effecting transfer is attributable to administrative failures on the part of the Municipality; and

(c) the purchasers have maintained the property at their own cost throughout the period of delay and cannot equitably be penalised for the Municipality's administrative inefficiencies.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Erf 1209 Franschhoek was allocated to Mr W Daniels as staff housing in 2004. In 2007, Mr and Mrs Daniels signed a Deed of Sale to purchase the property at R44 472.00, consistent with the 1998 Council resolution permitting employees to acquire municipal properties at below market value. Despite the parties having signed the Deed of Sale and the purchaser securing bond approval, the Municipality failed to finalise the transfer. Between 2007 and 2026, the Daniels family made repeated attempts to have the transfer concluded. The Municipality has been unable to provide any explanation for the administrative failures that caused this prolonged delay. Throughout this period, the purchasers have occupied and maintained the property at their own expense. They have acted in good faith at every stage.

The Municipality is contractually bound by the 2007 Deed of Sale. The delay in finalising transfer is attributable to the Municipality's own administrative failures, not to any conduct or omission on the part of the purchasers. It would be unlawful and manifestly unjust to now seek to revisit the agreed purchase price or to withhold transfer on account of the appreciation in market value that occurred during a period of delay for which the Municipality bears sole responsibility. Council is accordingly requested to authorise implementation of the Deed of Sale at the agreed purchase price, and to direct the Municipal Manager to take all necessary steps to effect transfer without further delay.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.2

The Speaker **RULED**

that this matter be referred back to the Administration for refinement whereafter it be resubmitted to Council.

NAME	**Lungelwa Kaywood**
POSITION	***Acting Director***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088195***
E-MAIL ADDRESS	lungelwa.kaywood@stellenbosch.gov.za
REPORT DATE	***09/10/2026***

10.3.3	PROPOSED AMENDMENTS TO THE POLICY ON THE MANAGEMENT OF STELLENBOSCH MUNICIPALITY'S IMMOVABLE PROPERTY

Collaborator No:
IDP KPA Ref No: *Good Governance*
Meeting Date: 21 October 2026

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1. SUBJECT: PROPOSED AMENDMENTS TO THE POLICY ON THE MANAGEMENT OF STELLENBOSCH MUNICIPALITY'S IMMOVABLE PROPERTY

2. PURPOSE

For Council to note the review of the Policy on the Management of Stellenbosch Municipality's Immovable Property, which was adopted on 28 March 2018 (**Annexure A).** Subject to public participation, Council is asked to approve the reviewed (amended) draft Policy **(Annexure B)** for publication for public participation.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Council adopted the Policy on the Management of Stellenbosch Municipality's Immovable Property on 28 March 2018. It has not been reviewed since. The administration reviewed the Policy and the immovable asset register for compliance. The review found the Policy's structure is broadly sound. However, it currently fails to meet several mandatory requirements of the Local Government: Municipal Finance Management Act, 56 of 2003 (MFMA) and the Municipal Asset Transfer Regulations, 2008 (MATR) **(see Annexure C).**

The amended Policy will be supported by a Draft Standard Operating Procedure **(Annexure D).** The amendments also call for meaningful public participation before the Municipality decides to dispose of property and before it signs any contracts. They further require the Municipality to inform and consult other spheres of government about well-located or high-value property.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.3

RESOLVED (nem con)

(a) that Council notes the review of the Policy on the Management of Stellenbosch Municipality's Immovable Property adopted on 28 March 2018 (Annexure A);

(b) that Council approves the amended draft Policy (Annexure B) for public comment in accordance with the Municipality's public participation processes and the Local Government: Municipal Systems Act, 32 of 2000;

(c) that Council notes that, after the public participation process, a report on the comments received, together with a final draft Policy, will be submitted to Council for consideration and adoption; and

(d) that Council directs the Municipal Manager to conduct the public participation process, and to prepare the implementation actions set out in Section 6.3 of this report for the final Policy.

FOR FURTHER DETAILS CONTACT:

Name	Lungelwa Kaywood
Position	Acting Director
Directorate	Corporate Services
Contact Numbers	021 808 8195
E-mail Address	Lungelwa.kaywood@stellenbosch.gov.za
Report Date	22 July 2026

10.3.4	DRAFT RECORDS MANAGEMENT POLICY, REVISED FILE PLAN AND RECORDS CONTROL SCHEDULE

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: 21 October 2026

1. SUBJECT: DRAFT RECORDS MANAGEMENT POLICY, REVISED FILE PLAN AND RECORDS CONTROL SCHEDULE

To obtain Council's in-principle re: review of the Draft Records Management Policy, Revised File Plan and Records Control Schedule.

2. PURPOSE

To obtain Council's in principle approval of the Records Management Policy, and its endorsement of the revised File Plan and Records Control Schedule for submission to the Head of the Western Cape Archives and Records Service for approval, to ensure that the Municipality complies with the legislation governing records management.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Municipality must maintain a records management framework that ensures that records are created, maintained, preserved and disposed of in accordance with applicable legislation and archival requirements.

During the 2023/24 financial year, the Western Cape Archives and Records Service advised the Municipality to update its Records Management Policy to integrate electronic records management into its records management framework. The Draft Records Management Policy, File Plan and Records Control Schedule have been revised accordingly.

Council's approval is required to implement the Policy across all directorates. The File Plan and Records Control Schedule may, however, only be applied once approved by the Head of the Western Cape Archives and Records Service, and no record may be disposed of without that office's written authorisation, as required by section 9(2)(a) of the Provincial Archives and Records Service of the Western Cape Act, 2005 (Act 3 of 2005).

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.4

RESOLVED (nem con)

(a) that Council approves the Review of the Records Management Policy attached as Annexure A;

(b) that Council approves the revised File Plan (Annexure B) and Records Control Schedule (Annexure C), and authorises the Municipal Manager to submit them to the Head of the Western Cape Archives and Records Service for approval and, where required, the issuing of disposal authority in terms of section 9 of Provincial

Archives and Records Service of the Western Cape Act, 2005 (Act 3 of 2005) and its regulations;

(c) that the revised File Plan and Records Control Schedule be implemented only once approved by the Head of the Western Cape Archives and Records Service, and that no public record be transferred, destroyed, erased or otherwise disposed of except in terms of a written disposal authority issued by that office;

(d) that the Records Management Policy be reviewed at least every three years, or earlier if required by legislative amendments or directives of the Western Cape Archives and Records Service.

FOR FURTHER DETAILS CONTACT:

NAME	*William September*
POSITION	*Manager: Auxilliary Services*
DIRECTORATE	*Corporate Services*
CONTACT NUMBERS	*021-808 8018*
E-MAIL ADDRESS	william.september@stellenbosch.gov.za
REPORT DATE	*15 October 2026*

10.3.5	ADOPTION OF AMENDED SYSTEM OF DELEGATIONS

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: Council: 21 October 2026

1. SUBJECT: ADOPTION OF AMENDED SYSTEM OF DELEGATIONS

2. PURPOSE

To submit the amended System of Delegations for adoption by Council in terms of Section 59 of the Local Government: Municipal Systems Act.

3. DELEGATED AUTHORITY

Council to approve.

4. EXECUTIVE SUMMARY

In terms of Section 59 of the Local Government: Municipal Systems Act, 32/2000, 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 such system, may:

(a) delegate appropriate powers, excluding the powers referred to in section 160(2) of the Constitution and the power to set tariffs, to decide to enter into a service delivery agreement in terms of section 76(b) and to approve or amend the municipality's integrated development plan, to any of the municipality's other political structures, political office bearers, councillors, or staff members;

(b) instruct any such political structure, political office bearer, councillor, or staff member to perform any of the Municipality's duties; and

(c) withdraw any delegation or instruction.

Section 59(2)(f) provides inter alia that the System of Delegations developed in terms of Section 59(1) by Council must be reviewed when a new council is elected.

The System of Delegations was last adopted by Council on 22 June 2022. Section 59(2)(f) of the Systems Act requires that the System of Delegations be reviewed when a new Council is elected. With elections scheduled for 4 November 2026, the delegations framework has been reviewed to address gaps that could disable administration in a scenario where no Executive Mayor is elected and Council is unable to constitute itself (a hung council). The amendments are confined to those matters that fall within the administration's delegable authority under the Constitution and applicable legislation and do not purport to amend Council's non-delegable functions. The Council should also take note of the Administrative Continuity During Coalition Instability Guidelines (developed by the Dullah Omar Institute, UWC, 2026), endorsed by the Western Cape Department of Local Government, as a reference framework for the municipality's administrative continuity planning.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.5

RESOLVED (nem con)

(a) that Council adopts the attached amended System of Delegations as set out in APPENDIX 1,

(b) that Council notes the Administrative Continuity During Coalition Instability Guidelines (Dullah Omar Institute, UWC, 2026), endorsed by the Western Cape Department of Local Government, as a reference framework for the municipality's administrative continuity planning.

FOR FURTHER DETAILS CONTACT:

NAME	**L Kaywood**
POSITION	***Acting Director: Corporate Services***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021 807 8018***
E-MAIL ADDRESS	**Lungelwa.kaywood@stellenbosch.gov.za**
REPORT DATE	***14 October 2026***

10.3.6	RETURN ITEM: POSSIBLE DISPOSAL OF TWO PORTIONS OF LAND IN THE KAYAMANDI NORTHERN EXTENSION

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: 21 October 2026

1. SUBJECT: RETURN ITEM: POSSIBLE DISPOSAL OF TWO PORTIONS OF LAND IN THE KAYAMANDI NORTHERN EXTENSION

2. PURPOSE

To provide feedback after public participation after the in-principle approval for the disposal of two portions of land in the Kayamandi Northern Extension for Educational purposes and for Council to consider the final decision on the disposal.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

On 25 October 2025 Council resolved in-principle to, *inter alia,* dispose of two portions of land in the Kayamandi Northern Extension that has been earmarked for educational purposes. Council further resolved that a valuator be appointed to determine the fair market value and that the land be made available to a Non-Profit Organisation at a percentage of the market related value. Lastly, Council authorised the administration to attend to the public participation proceed whereafter the item had to return to Council for a final decision.

A valuation report has now been received, and a public participation process was followed. Council needs to consider the valuation report and note that no comments were received during the public participation process.

Only one portion (portion 11 of Farm 183 Stellenbosch) has enough services available to it so that it can be sold on auction. Portion 17 of Farm 183 Stellenbosch does not have access to sufficient services, and it is therefore not recommended that this portion be sold on auction at this stage.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.6

RESOLVED (majority vote with 4 abstentions)

(a) that Council takes note of public participation process that was followed and that no comments were received;

(b) that Council takes note of the valuation report received;

(c) that Portion 11 of Farm 183 Stellenbosch to be sold to a Non-Profit organisation with the intention of developing a primary school;

(d) that Portion 17 of Farm 183 Stellenbosch return to Council for a final decision once services are available for this site; and

(e) that after the auction an item to return to Council for the consideration and approval of the highest bid received on the day of auction.

FOR FURTHER DETAILS CONTACT:

NAME	Yolande van den Berg
POSITION	*Head: Contract Management*
DIRECTORATE	*Contract Management*
CONTACT NUMBERS	*021-8088073*
E-MAIL ADDRESS	*Yolande.vandenberg@stellenbosch.gov.za*
REPORT DATE	*2026/10/14*

10.3	**CORPORATE SERVICES: (PC: CLLR L NKAMISA)**

10.3.7	**DELOITTE TASK EVALUATION PROCESS COMPLETION AND FINAL DETERMINATION OF T GRADES OF POSTS ON THE STELLENBOSCH MUNICIPALITY'S ORGANISATIONAL STRUCTURE**

KINDLY NOTE THAT THIS ITEM WAS WITHDRAWN.

10.3.8	**RETURN ITEM: DISPOSAL OF TRANSVALIA COMPLEX THROUGH A 30-YEAR LEASE TO MIDDEDORP PROPERTIES**

Collaborator No:
IDP KPA Ref No: Good Governance
Meeting Date: 21 October 2026

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

2. PURPOSE

To provide feedback after the publication of the information statement, soliciting of inputs from National and Provincial Treasury, finalisation of the lease negotiations and obtain a decision on the 30-year lease agreement to Middedorp Properties.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

On 25 August 2025 Council approved a negotiation framework for determining the lease amount in respect of the proposed 30-year lease of the Transvalia Complex to Middedorp Properties. In accordance with that resolution the Municipal Manager appointed a negotiation team to negotiate the outstanding commercial terms of the lease agreement. These negotiations have now been finalised and is put before Council for its consideration. Further to this the administration has also solicited inputs from National and Provincial Treasury and published an Information Statement. Council needs to consider the comments received and make a decision on the 30-year lease which was awarded to Middedorp Properties following a tender process.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.3.8

RESOLVED (majority vote with 10 abstentions)

Amended recommendations

(a) that Council Notes the comments from National Treasury and Provincial Treasury;

(b) that Council approves the lease of erven 825, 1123, 1128, 1133, 134 and 1142 (Transvalia Complex) to Middedorp Properties (Pty) Ltd for 30 years on the negotiated terms;

(c) that the Municipal Manager submits written responses to National and Provincial Treasury; and

(d) that the Municipal Manager be authorised to sign the lease agreement

Cllrs RB Hendrikse; G Petersen and M van Stade requested that their votes of dissent be minuted.

FOR FURTHER DETAILS CONTACT:

NAME	Yolande van den Berg
POSITION	*Head: Contract Management*
DIRECTORATE	*Contract Management*
CONTACT NUMBERS	*021-8088073*
E-MAIL ADDRESS	*Yolande.vandenberg@stellenbosch.gov.za*
REPORT DATE	*2026/10/14*

10.4	FINANCIAL SERVICES: (PC: ALD JC ANTHONY)

NONE

10.5	HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)

10.5.1	JAMESTOWN PHASES 2 AND 3 MIXED-USE HOUSING PROJECT - CRITERIA FOR THE SELECTION OF BENEFICIARIES

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: *21 October 2026*

1. SUBJECT: JAMESTOWN PHASES 2 AND 3 MIXED-USE HOUSING PROJECT - CRITERIA FOR THE SELECTION OF BENEFICIARIES

2. PURPOSE

To obtain approval from Council for the criteria for the selection of beneficiaries to participate in Phases 2 and 3 of the Jamestown mixed-use housing project.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The application is for Council to approve the criteria for the selection of beneficiaries to participate in Phases 2 and 3 of the mixed-use Housing Project in Jamestown.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.5.1

RESOLVED (nem con)

(a) that the following allocation criteria be approved in respect of Phases 2 and 3 of the Jamestown mixed-use housing project:

(i) that all identified families evicted through the Blaauwklippen/Kreefgat Eviction Court Order be accommodated in accordance with the specific prescriptions and conditions of the Settlement Agreement set out in the Court Order;

(ii) that identified families evicted from surrounding areas, who in terms of their Settlement Agreements are required to be accommodated within Phase II or III of the Jamestown Housing Project, be accommodated in accordance with the specific prescriptions and conditions of the Settlement Agreement set out in these Court orders;

(iii) that all Military Veterans who have been identified by the Department of Military Veterans as qualifying for Military Veteran subsidy at the time of the project be accommodated within the project. Military Veterans do not have to be registered on the municipality's Housing Demand Database;

(iv) that erven with Top Structures be allocated to potential beneficiaries on the Jamestown and surrounding farms Housing Demand Database, *inclusive of residents/back yard dwellers in Jamestown, on surrounding farms within Ward 21 and evicted families from the Jamestown area currently in TRA accommodation within Mountainview*, and that priority be given in the following order:

- potential beneficiaries over the age of 60 years;
- households with applicant(s) or dependants with permanent disability, in a registration ordered list and proof of such be obtained from SASSA;
- potential beneficiaries longest on the waiting list between 40-59 years of age;
- should all other categories be exhausted and availability still exist, potential beneficiaries between 35 and 39 years of age; and

(v) that all occupants of TRA's in Mountainview, who are not originally from the Jamestown area, be accommodated on Enhanced Serviced sites that will be developed into a Temporary Residential Area (TRA), 2 (two) families be placed in each TRA Erf with shared toilet facilities.

FOR FURTHER DETAILS CONTACT:

Name	ANTHONY BARNES
Position	DIRECTOR: PLANNING AND ECONOMIC DEVELOPMENT
Directorate	PLANNING AND ECONOMIC DEVELOPMENT
Contact Numbers	021 808 8943
E-mail Address	Anthony.barnes@stellenbosch.gov.za
Report Date	12 OCTOBER 2026

10.5.2	DONATION OF REMAINDER ERF 64, KYLEMORE FOR INTEGRATED HUMAN SETTLEMENTS DEVELOPMENT

Collaborator No:
IDP KPA Ref No:
Meeting Date: 21 October 2026

1. SUBJECT: DONATION OF REMAINDER ERF 64, KYLEMORE FOR INTEGRATED HUMAN SETTLEMENTS DEVELOPMENT

2. PURPOSE

To obtain Council approval for the acceptance of the donation and transfer of the Remainder of Erf 64, Kylemore, from the National Department of Public Works and Infrastructure (NDPW&I) through the Housing Development Agency (HDA) to Stellenbosch Municipality for integrated human settlements development and tenure upgrading purposes.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The National Department of Public Works and Infrastructure (*N*DPW&I I), as custodian of State-owned immovable assets, has identified the Remainder of Erf 64, Kylemore as suitable for release for human settlements development in accordance with Cabinet Memorandum No. 03 of 2019, which promotes the release of State land for housing delivery.

The proposed transaction entails the donation and transfer of the Remainder of Erf 64, Kylemore, measuring approximately 6.9272 hectares, to Stellenbosch Municipality through the Housing Development Agency (HDA) for integrated human settlements development. The property has been identified as strategically located land capable of supporting housing delivery and the formalisation of existing settlement patterns within the Dwars River Valley area.

The release of the property will contribute towards addressing the housing demand within Kylemore and the broader Dwars River Valley communities, while supporting the objectives of the Municipal Spatial Development Framework, Human Settlements Sector Plan, Integrated Development Plan and national priorities relating to land reform and sustainable human settlements.

The transaction is subject to the necessary statutory approvals, including Treasury Regulation 21.3 approvals and authorisation in terms of the applicable State land disposal processes. Council approval is required to enable the Municipality to accept the donation, proceed with the transfer process and undertake the necessary development planning and implementation activities.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.5.2

RESOLVED (nem con)

(a) that Council notes the proposed donation and transfer of the Remainder of Erf 64, Kylemore from the National Department of Public Works and Infrastructure through the Housing Development Agency to Stellenbosch Municipality for integrated human settlements development;

(b) that Council approves the acceptance of the donation of the Remainder of Erf 64, Kylemore for human settlements purposes;

(c) that Council authorises the Municipal Manager to conclude and sign all agreements, deeds, powers of attorney and related documentation necessary to give effect to the donation and transfer of the property;

(d) that Council authorises the Municipal Manager to engage with the National Department of Public Works and Infrastructure, the Housing Development Agency and all relevant stakeholders to facilitate the transfer process;

(e) that Council notes the Municipality will be responsible for all costs associated with the transfer, registration, surveying, subdivision of the proposed development; and

(f) that Council notes that the property shall be utilised exclusively for integrated human settlements development and related tenure upgrading initiatives.

FOR FURTHER DETAILS CONTACT:

NAME	*Rayan Rughubar*
POSITION	*Senior Manager: Integrated Human Settlements*
DIRECTORATE	*Planning and Economic Development*
CONTACT NUMBERS	*021 808 8476*
E-MAIL ADDRESS	*Rayan.Rughubar@stellenbosch.gov.za*
REPORT DATE	*16 September 2026*

10.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)

10.6.1	APPROVAL OF THE BULK WATER SUPPLY AGREEMENT BETWEEN THE CITY OF CAPE TOWN AND STELLENBOSCH MUNICIPALITY

Collaborator No :
IDP KPA Ref No : Good Governance & Compliance
Meeting Date : 21 October 2026

1. SUBJECT: APPROVAL OF THE BULK WATER SUPPLY AGREEMENT BETWEEN THE CITY OF CAPE TOWN AND STELLENBOSCH MUNICIPALITY

2. PURPOSE

For Council to approve the new Bulk Water Supply Agreement between City of Cape Town and Stellenbosch Municipality for a period of 10 (ten) years from commencement date of 01 July 2027 to 30 June 2037 and to authorise the Accounting Officer to conclude the Agreement on behalf of Stellenbosch Municipality.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Stellenbosch Municipality (SM) is the Water Services Authority (WSA) and is responsible for supplying potable water to its residents, as well as to ensure the future water security of the Municipality and the Province.

An interim 18-month Addendum agreement was approved by Council in November 2025 to ensure continuity of supply and legal compliance, until such time that the new 10-year agreement would be negotiated and entered into by both parties, which is the purpose of this Item.

Stellenbosch Municipality has three water treatment plants, namely Paradyskloof WTW, Idas Valley WTW and Franschhoek package WTW. The three treatment works supply approximately 40% of the total Stellenbosch Municipality water demand, of which the remaining 60% is supplied through bulk water purchase from the City of Cape Town's Bulk Water Supply system (BWSS), a system of dams, water treatment works, reservoirs, pumpstations and bulk pipelines that supplies drinking water to Stellenbosch Municipality.

The Water Services Act, 1997 (Act No 108 of 1997), requires a Water Services Provider to enter into a contract with the Water Services Authority. In the case of this Bulk Water Supply Agreement, the City of Cape Town is the Water Services Provider, and Stellenbosch Municipality is the Water Services Authority. While the Agreement is primarily required to comply with legislation, the Agreement will also serve to consolidate and replace any past or existing agreements that were entered into between previous administrations on bulk water supply by the City of Cape Town within the Stellenbosch municipal area.

The City of Cape Town and Stellenbosch Municipality's respective Water and Wastewater departments have jointly prepared this Bulk Water Supply Agreement, to comply with the requirements of the legislation. The duration of the agreement shall be the period of 10 years from date of commencement of 01 July 2027 to 30 June 2037.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.6.1

RESOLVED (nem con)

(a) that Council approves the Bulk Water Supply Agreement between the City of Cape Town and Stellenbosch Municipality for a period of ten years, from 01 July 2027 to 30 June 2037;

(b) that Council authorises the Municipal Manager or delegated authority to sign the Water Supply Agreement between the City of Cape Town and Stellenbosch Municipality; and

(c) that Council mandates the Municipality to manage the Bulk Water Supply Agreement between the City of Cape Town and Stellenbosch Municipality to ensure effective service delivery and adherence to conditions of the agreement by both parties.

FOR FURTHER DETAILS CONTACT:

NAME	*Oupa Dumisane Selowe*
POSITION	*Senior Manager: Water and Wastewater Services*
DIRECTORATE	*Infrastructure Services*
CONTACT NUMBERS	*021 808 8240*
E-MAIL ADDRESS	Oupa.Selowe@stellenbosch.gov.za
REPORT DATE	*08 October 2026*

10.6.2	STELLENBOSCH MUNICIPALITY WATER OPERATORS PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG

Collaborator No:
IDP KPA Ref No:
Meeting Date: 21 October 2026

1. SUBJECT: STELLENBOSCH MUNICIPALITY WATER OPERATORS PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG

2. PURPOSE

To report back to Council on the Study Visit to Germany as part of the Council-approved Water Operators Partnership (WOP) with Stellenbosch Municipality, and for Council to note the progress on the partnership to date.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

4.1 Potable water is fast-becoming our most important natural resource, as well as the protection of our riverine systems and ecological habitats. In May 2025, Council approved for Stellenbosch Municipality to enter into a partnership with Hamburger Stadtentwasserung AoR and HafenCity University Hamburg, both based in Germany, called the Water Operators' Partnership (WOP) via a signed Memorandum of Understanding (**Annexure A**).

The partnership falls within the NEU-Water: Nature Engineered Urban Design for Water Recycling and Re-use initiative, which is a research initiative funded by the German Federal Ministry of Education and Research and develops solutions and processes that promote the efficient use of stormwater and greywater as part of Water Sensitive Urban Design (WSUD).

The aim of the partnership is to share knowledge and expertise through peer support and working together on defined areas, in order to progressively strengthen utilities' capacity and performance on aspects particularly relating to stormwater management, drinking water supply and sanitation.

The Municipality benefits from learning methods and techniques regarding water filtration, treatment of greywater run-off from settlements, incorporating water-sensitive urban design techniques into current and future developments and human settlement initiatives.

4.2 The aim of this Item is to inform Council of the benefits and learnings of the Study Visit to Germany of different Municipalities, including Stellenbosch Municipality, in October 2025.

The Municipal delegation from Stellenbosch, was joined by a small delegation of representatives from GIZ-supported municipalities (urban planners from George, and uMhlathuze Municipalities). The other two municipalities participation was facilitated by GIZ. All Municipalities gained valuable insight from the Study Visit.

Officials were exposed the following topics and site visits:

- Water-Sensitive Urban design and real-life examples of this in practice.
- Urban Planning and design of waterfronts and flood-mitigation efforts.
- Examples of rooftop construction and urban design to accommodate water runoff amelioration.

- Ecological design for households; sanitation systems and stormwater runoff.
- Exposure to integrated transport systems, public transport and non-motorised transport (although not a study visit sphere of study).
- Tour of a Mega-wastewater treatment facility of Hamburg.
- Tour of the Hamburg Wasser Utility campus and operations.
- Hafencity University workshops on sustainable water sensitive urban design and research.

4.3 The progress of the Partnership to date:

(a) The Municipality and HafenCity University are scoping a nature-based stormwater filtration installation pilot project in Langrug. Scoping sessions were held with the community and the Hafencity University has appointed consultants at their own cost, to assist with the design of the facility.

The design is almost complete and approvals are currently being sought from the Western Cape Education Department; and the Department of Environmental Affairs and Development Planning has expressed their interest and support for the project.

(b) Hamburg Wasser officials and experts have visited the Municipality in January and September 2026 and have contributed immensely towards the draft Stormwater Management Plan of the Municipality.

(c) The Hamburg officials have also held multiple sessions with the Housing Administration officials regarding the stormwater plan and urban design of the Northern Extension Housing project, among others.

(d) Officials have visited the River restoration sites and flood rehabilitation sites for review and engineering input from all parties.

(e) Officials from the partnership have provided input into the draft Climate Change Adaption Strategy of the Municipality.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.6.2

NOTED

(a) the feedback from the Study Visit to Germany as part of the Water Operators Partnership (WOP) with Stellenbosch Municipality;

(b) the progress on the partnership to date.

FOR FURTHER DETAILS CONTACT:

NAME	**Shane Chandaka**
POSITION	***Director Infrastructure Services***
DIRECTORATE	***Infrastructure Services***
CONTACT NUMBERS	***021 808 8213***
E-MAIL ADDRESS	*shane.chandaka@stellenbosch.gov.za*
REPORT DATE	***08 September 2026***

10.7	**PARKS, OPEN SPACES AND ENVIRONMENT: (PC: CLLR J WILLIAMS)**

NONE

10.8	**PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM: (PC: CLLR T KUMM)**

10.8.1	**FINAL DRAFT STELLENBOSCH MUNICIPALITY ZONING SCHEME BY-LAW 2026: REPORT ON PUBLIC PARTICIPATION PROCESS AND FINAL ADOPTION**

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

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1. SUBJECT: FINAL DRAFT STELLENBOSCH MUNICIPALITY ZONING SCHEME BY-LAW 2026: REPORT ON PUBLIC PARTICIPATION PROCESS AND FINAL ADOPTION

2. PURPOSE

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

- Report on the 2ND round of public participation on the Draft Stellenbosch Municipality Zoning Scheme By-Law 2025 with the public inputs, responding comments and recommendations for the updating and amendment to the final Draft By-Law.
- Updated and amended Draft Stellenbosch Municipality Zoning Scheme By-Law 2026 that is based on the recommendations of the Public Participation Report.
- The adoption of the Draft Stellenbosch Municipality: Draft Zoning Scheme By-Law 2026 (SMZSB) for the purpose of a final round of public participation.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

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

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

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

By-Law was updated and amended in accordance with the recommendations contained in the subject report on the public participation process.
The resulting updated and amended Stellenbosch Municipality: Proposed Draft Zoning Scheme By-Law 2025 was again presented to Council for consideration. Council resolved vide **Item 10.8.1 on 30 July 2025** to adopt the revised and updated zoning scheme By-Law 2025 and sanction that a second public participation process be conducted.

The second public participation process has been concluded and the report on the public participation process with inputs, responding comments from the Department and proposed amendments to the Draft Stellenbosch Municipal Zoning Scheme By-Law is attached for consideration in **ANNEXURE "A.** The updated Draft Stellenbosch Zoning Scheme By-Law 2026 is attached as **ANNEXURE "B".**

Due to the extent of the amendments that resulted from the public participation process, it would be proper that this final version also be advertised prior to its adoption and implementation. In accordance with Schedule 4 of the adopted Draft ZSB the zoning register and map will also be finalised and published during this public participation process.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.8.1

RESOLVED (nem con)

(a) that the Report on the 2nd round of public participation on the Draft Stellenbosch Municipal Zoning Scheme By-Law 2025, attached as **ANNEXURE "A", BE NOTED;** and

(b) that the updated Draft Stellenbosch Municipal Zoning Scheme By-Law 2026 attached as **ANNEXURE "B" BE ADOPTED** for the purpose of a final round of public participation.

FOR FURTHER DETAILS CONTACT:

NAME	*Stiaan Carstens*
POSITION	*Senior Manager: Development Management*
DIRECTORATE	*Planning and Economic Development*
CONTACT NUMBERS	*021 808 8674*
E-MAIL ADDRESS	*stiaan.carstens@stellenbosch.gov.za*
REPORT DATE	*12 October 2026*

10.8.2	REQUEST FOR THE APPROVAL AND ADOPTION OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2026

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: REQUEST FOR THE APPROVAL AND ADOPTION OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2026

2. PURPOSE

To provide Council with the pertinent facts to consider the approval and adoption of the final draft of the reviewed Stellenbosch Municipality Events By-Law, 2026.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Stellenbosch Municipality Events By-Law was adopted and promulgated in June 2024. Following the promulgation, concerns arose from the Directorate: Community and Protection Services regarding the misinterpretation of certain provisions by members of the public. This necessitated a review to improve clarity and ensure that the By-Law is understood and applied as intended. The review process commenced during January 2025, and since then the reviewed By-Law has been advertised for public participation on three (3) occasions (29 January 2025, 30 July 2025 and 29 July 2026). In addition, further revisions were made following benchmarking workshops between Stellenbosch Municipality and the City of Cape Town as well as engagements with local schools. Comments received during the most recent public participation process (PPP) are submitted to Council for consideration alongside the final draft By-Law.

The reviewed 2026 Events By-Law aims to provide a clear, relevant and effective regulatory framework for events in the municipal area. It seeks to balance public safety, appropriate risk management and the efficient use of municipal resources with the economic, tourism cultural, sporting, academic and social benefits of events, including proportionate requirements for micro and community fitness events.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.8.2

RESOLVED (majority vote with 3 abstentions)

(a) that Council takes note of the final Draft Stellenbosch Municipality Events By-Law which was advertised for a period of thirty (30) days and that copies of the proposed By-Law were placed at the venues as indicated in the advertisement, copy attached as Appendix 2 to this report; and

(b) that Council **approves and adopts** the final Draft Events By-Law, attached as Appendix 1.

FOR FURTHER DETAILS CONTACT:

NAME	***Joh-ne Jansen***
POSITION	***Senior Economic Development Officer***
DIRECTORATE	***Planning and Economic Development***
CONTACT NUMBERS	***021 808 8144***
E-MAIL ADDRESS	***joh-ne.jansen@stellenbosch.gov.za***
REPORT DATE	***12 October 2026***

10.8.3	APPROVAL OF THE CORE FESTIVE PERIOD AND ARRANGEMENTS FOR THE PROCESSING OF LAND USE AND BUILDING PLAN APPLICATIONS AND ASSOCIATED PUBLIC PARTICIPATION

Collaborator No:
IDP KPA Ref No:
Meeting Date: 21 October 2026

1. SUBJECT: APPROVAL OF THE CORE FESTIVE PERIOD AND ARRANGEMENTS FOR THE PROCESSING OF LAND USE AND BUILDING PLAN APPLICATIONS AND ASSOCIATED PUBLIC PARTICIPATION

2. PURPOSE

To seek approval for arrangements for the processing and associated public participation pertaining to land use planning and building plan applications over the festive period.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Land use and building development applications are subject to prescribed legislative timeframes and associated public participation processes. During the festive season most families undertake extended holiday breaks away from home, which presents a challenge when most staff are also on holiday breaks and during which notices are not received by potential interested and affected parties on land use applications. For this purpose, it has become a practice to determine a core festive period during which public participation is not permitted or, alternatively, that such periods are disregarded with the extension of notice periods, and that such core festive period is also not taken into account in the prescribed timeframes for the processing for such applications. It is consequently proposed to adopt these arrangements to ensure ongoing compliance with legislative prescripts on timeframes as well as fair administrative processes regarding public participation for any potential interested and affected parties.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.8.3

RESOLVED (nem con)

1. that the core festive season will start on 12 December 2026 and end on the close of 10 January 2027.

   Accordingly, the following arrangements will apply regarding the submission and processing of any applications for land use and building development management:

   (a) The final day for the submission of any applications will be 11 December 2026 at 16h00. The portal for the submission of all applications will be closed from the 12th of December 2026 and will reopen on the morning of 11 January 2027.

   (b) The last day for any request for building inspections and certificates of occupancy will be 8 December 2026, after which new request for building inspections and certificates of occupancy will only be entertained from the 11 January 2027.

(c) The final day on which any land use and land development decision will be communicated is 24 November 2026, which will permit a fair opportunity for the submission of any appeal within the stipulated 21-day period before the start of the holidays and the closing of businesses. Any decision on a land use and land development application that is taken after this date will only be communicated when the core festive period ends on 11 January 2027.

(d) If the period of any advertisement for a land use and land development application coincides with the core festive period, the period of the core festive season will be disregarded and the advertisement period accordingly extended in order to permit a fair opportunity for any interested and affected party to consider and submit inputs on the subject application.

(e) The core festive period will also be disregarded for the purpose of the calculation of any prescribed period in the processing of a subject application.

FOR FURTHER DETAILS CONTACT:

NAME	*Stiaan Carstens*
POSITION	*Senior Manager: Development Management*
DIRECTORATE	*Planning and Economic Development*
CONTACT NUMBERS	*021 808 8674*
E-MAIL ADDRESS	*Stiaan.Carstens@stellenbosch.gov.za*
REPORT DATE	*13 October 2026*

10.8.4	APPROVAL AND ADOPTION OF THE FINAL KOELENHOF LOCAL SPATIAL DEVELOPMENT FRAMEWORK ("LSDF"), AND LOCAL AREA OVERLAY ZONE ("LAOZ")

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: Council: 21 October 2026

1. SUBJECT: APPROVAL AND ADOPTION OF THE FINAL KOELENHOF LOCAL SPATIAL DEVELOPMENT FRAMEWORK ("LSDF"), AND LOCAL AREA OVERLAY ZONE ("LAOZ")

2. PURPOSE

To request Council approval and adoption for the updated and Final Koelenhof Local Spatial Development Framework ("LSDF") and Local Area Overlay Zone ("LAOZ").

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The purpose of the report is to provide Council with the pertinent facts to approve the updated and Final Koelenhof Local Spatial Development Framework ("LSDF") and the accompanying Local Area Overlay Zone ("LAOZ"), as prescribed in terms of:

- Sections 9 and 10 of the Stellenbosch Municipality: By-law on Municipal Land Use Planning, 2023 (SMLUPB); and -
- Sections 12 and 13 of the Municipal Systems Act (Act 32 of 2000) (MSA).

44TH COUNCIL MEETING 2026-10-21: ITEM 10.8.4

RESOLVED (majority vote with 14 abstentions)

(a) that the Comment and Responses Table on the public participation process on the draft Koelenhof Development Framework / LSDF and the Overlay Zone attached as **Appendix 1 be noted;**

(b) that Council **approves** the updated and Final Koelenhof Local Spatial Development Framework ("LSDF") and the Local Area Overlay Zone (LAOZ), attached as **Appendix 2** to this report; and

(c) that Council **approves** the placement of the public notice in the Provincial Gazette for the adoption of the LSDF and LAOZ.

FOR FURTHER DETAILS CONTACT:

NAME	**Chantel Hauptfleisch**
POSITION	***Principle Spatial Planner***
DIRECTORATE	***Planning and Economic Development***
CONTACT NUMBERS	***021 808 8607***
E-MAIL ADDRESS	***Chantel.Hauptfleisch@stellenbosch.gov.za***
REPORT DATE	***12 October 2026***

10.8.5	REQUEST FOR COUNCIL TO APPROVE THE APPOINTMENT OF A NEW MEMBER TO THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE (SMCAC)

Collaborator No:
IDP KPA Ref No:
Meeting Date: 21 October 2026

1. SUBJECT: REQUEST FOR COUNCIL TO APPROVE THE APPOINTMENT OF A NEW MEMBER TO THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE (SMCAC)

To provide the Council with the pertinent facts to appoint a new seventh (7th) member for the Stellenbosch Municipality Conservation Advisory Committee (SMCAC) to serve for one term that equates to three (3) years.

2. PURPOSE OF REPORT

To request Council's approval to appoint a new member to be added to the committee, which currently consists of six (6) members. The Terms of Reference, dated 29 January 2025, as approved by the Council at the 30th Council Meeting, 2025-03-31, indicated that the maximum number of members that the committee can consist of is seven (7).

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

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

The approved Terms of Reference Revision 1, dated 29 January 2025 **(Appendix 1)**, stipulates that the following was approved:

- A committee must consist of a minimum of five (5) members and a maximum of seven (7) members appointed by the Council who are not employees of the Municipality or Councillors.
- A member holds office for a term of three (3) years.

44TH COUNCIL MEETING: 2026-10-21: ITEM 10.8.5

RESOLVED (nem con)

that Council approves the appointment of **Riccardo Antonio**, a nominated candidate, to become the seventh member of the Stellenbosch Municipality Conservation Advisory Committee for three (3) years.

FOR FURTHER DETAILS, CONTACT:

NAME	*Katherine Robinson*
POSITION	*Senior Heritage Planner*
DIRECTORATE	*Planning & Economic Development*
CONTACT NUMBERS	*021 808 8608*
E-MAIL ADDRESS	*Katherine.Robinson@stellenbosch.gov.za*
REPORT DATE	*08 October 2026*

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

NONE

10.10	**MUNICIPAL MANAGER (G METTLER)**

NONE

11.	**CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER**

11.1	**MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]**

NONE

12.	**REPORTS BY THE MUNICIPAL MANAGER (G METTLER)**

12.1	**COMBINED ASSURANCE FRAMEWORK 2026/27**

Collaborator No:
File No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. COMBINED ASSURANCE FRAMEWORK

2. PURPOSE

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

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The APAC serves as the custodian of Combined Assurance, as outlined in the approved APAC Charter.

At its meeting held on 28 August 2026, the APAC considered and approved the Draft Combined Assurance Framework for the 2026/2027 financial year, attached hereto as **APPENDIX 1**, and resolved to recommend it to the Council for adoption.

44TH COUNCIL MEETING: 2026-10-21: ITEM 12.1

RESOLVED (majority vote with 3 abstentions)

that Council adopts the Stellenbosch Municipality Combined Assurance Framework for 2026/2027 financial year.

FOR FURTHER DETAILS CONTACT:

NAME	*Lunga Mvandedwa, CIA, CRMA*
POSITION	*Chief Audit Executive*
DIRECTORATE	*Municipal Manager's Office, Internal Audit*
CONTACT NUMBERS	*021 808 8555*
E-MAIL ADDRESS	*Lunga.Mvandedwa@stellenbosch.gov.za*
REPORT DATE	*07 October 2026*

12.2	QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 20 JUNE 2026 TILL 30 SEPTEMBER 2026

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: Council: 21 October 2026

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1. SUBJECT: QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 20 JUNE 2026 TILL 30 SEPTEMBER 2026

2. PURPOSE

To inform Council of the activities of the Audit and Performance Audit Committee (APAC) for the period 20 June 2026 till 30 September 2026. The APAC Report with recommendations outlining the items considered by the Committee during this reporting period is herewith attached as **APPENDIX 1**.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

In terms of Section 166 of the Municipal Finance Act (MFMA), Act No 56 of 2003, each municipality must have an Audit Committee. The Audit Committee is an independent advisory body which must advise Council, the political office bearers, the accounting officer, the management and staff of the municipality.

The APAC has executed its duties and responsibilities during the period under review in accordance with its Charter i.e. Terms of Reference (ToR's) relating to the Municipality's governance, risk management, compliance, accounting, internal auditing, internal control, financial and non-financial reporting practices.

44TH COUNCIL MEETING: 2026-10-21: ITEM 12.2

The Speaker and the Executive Mayor expressed Council's sincere gratitude to the Chairperson of APAC, Mr L Nene for presenting this Quarterly Report to Council and requested that he convey Council's appreciation to the Committee for their hard work and oversight role.

NOTED

the report of the APAC for the period 20 June 2026 till 30 September 2026.

FOR FURTHER DETAILS CONTACT:

NAME	***Lunga Mvandedwa, CIA, CRMA***
POSITION	***Chief Audit Executive***
DIRECTORATE	***Municipal Manager, Internal Audit***
CONTACT NUMBERS	***021 808 8555***
E-MAIL ADDRESS	***Lunga.Mvandedwa@stellenbosch.gov.za***
REPORT DATE	***07 October 2026***

12.3	CONFERMENT OF CIVIC HONOURS: ALDERMANSHIP ON COUNCILLORS

Collaborator No:
IDP KPA Ref No: Good governance and Compliance
Meeting Date: 21 October 2026

1. CONFERMENT OF CIVIC HONOURS: ALDERMANSHIP ON COUNCILLORS

2. PURPOSE OF REPORT

To obtain Council's approval to confer Aldermanship on Councillor Patricia Rose Crawley, Councillor Rozette du Toit, Councillor Quintin Smit and Councillor Nokuthula Mananga-Gugushe in terms of the Stellenbosch Municipal Honours By-Law (November 2025).

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

In terms of the guidelines and criteria reflected in the Stellenbosch Municipal Honours By-Law (November 2025), Council may decide to bestow municipal honours on individuals.

Councillors were invited to submit applications requesting that the title of Aldermanship be conferred on them as they qualify for such honours in terms of the Stellenbosch Municipal Honours By-Law (November 2025). The closing date for applications was 11 September 2026.

By the closing date, five (5) applications were received (see applications attached as **Appendix 1**) from the following Councillors:

1. Councillor Nokuthula Mananga-Gugushe
2. Councillor Patricia Rose Crawley
3. Councillor Rozette du Toit
4. Councillor Quintin Smit
5. Councillor Wilfred Frederick Pietersen.

According to Council's records and the assessment of the applications against the prescribed criteria contained in the Stellenbosch Municipality's Honours By-Law (2025), four (4) Councillors were found to have met the requirements for the conferral of Aldermanship.

Furthermore, by virtue of the Executive Mayor holding the office of Executive Mayor, he automatically qualifies for the honour of Aldermanship, in recognition of the office held and the contribution to municipal governance and service delivery.

44TH COUNCIL MEETING: 2026-10-21: ITEM 12.3

RESOLVED (nem con)

(a) that Council notes the applications received from the Councillors requesting that the title of Aldermanship be conferred on them;

(b) that, in terms of Section 6(4)(c) of the Stellenbosch Municipality's Honours By-Law (2025), promulgated in the Western Cape Provincial Gazette No. 9160 of 7 November 2025, the title of Aldermanship be conferred upon the following Councillors:

- Councillor Nokuthula Mananga-Gugushe;
- Councillor Patricia Rose Crawley;
- Councillor Rozette du Toit; and
- Councillor Quintin Smit.

(c) that, following approval by Council, the Executive Mayor, as Patron of the Stellenbosch Municipal Honours, confers the honour of Aldermanship upon the respective Councillors.

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	13 October 2026

12.4	ADOPTION OF THE REVISED STRATEGIC AND OPERATIONAL RISK REGISTER FOR THE 2026/2027 FINANCIAL YEAR

Collaborator No:
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 21 October 2026

1. SUBJECT: ADOPTION OF THE REVISED STRATEGIC AND OPERATIONAL RISK REGISTER FOR THE 2026/2027 FINANCIAL YEAR

2. PURPOSE

To submit the Revised Strategic and Operational Risk Register for the 2026/2027 financial year for Council's approval.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The revision of the Strategic and Operational Risk Register was necessary to include the ongoing conflict in the Middle East, rising fuel prices, the growing use of artificial intelligence (AI) and the expected effects of the El Niño weather phenomenon. These developments create uncertainties that may affect the Municipality's ability to achieve its strategic objectives and carry out its daily operations effectively.

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

44TH COUNCIL MEETING: 2026-10-21: ITEM 12.4

RESOLVED (majority vote with 3 abstentions)

that Council approves the Strategic and Operational Risk Register **(Annexure A)** for the 2026/2027 financial year.

FOR FURTHER DETAILS CONTACT:

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	**16 October 2026**

13.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER

13.1	NOTICE OF A QUESTION BY CLLR M VAN STADE OF THE GOOD PARTY

A Notice of a Question, dated 2026-09-10, was received from Councillor M van Stade regarding reinstatement works: Bird & Du Toit Streets.

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

44TH COUNCIL MEETING: 2026-10-21 ITEM 13.1

It is noted that Cllr M Van Stade was satisfied with the written response from the Municipal Manager.

13.2	NOTICE OF A QUESTION BY CLLR M VAN STADE OF THE GOOD PARTY: DAMAGED SEWER INFRASTRUCTURE

A Notice of a Question, dated 2026-09-10, was received from Councillor M van Stade regarding damaged sewer infrastructure.

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

44TH COUNCIL MEETING: 2026-10-21 ITEM 13.2

It is noted that Cllr M Van Stade was not satisfied with the written response from the Municipal Manager and would pursue the matter through the Office of the Speaker as part of the oversight process.

14.	CONSIDERATION OF URGENT MOTIONS

NONE

15.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

NONE

16.	REPORTS SUBMITTED BY THE SPEAKER

16.1	QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 1st QUARTER OF 2026/2027 FINANCIAL YEAR

Collaborator No:
IDP KPA Ref No: *Good Governance*
Meeting Date: 21 October 2026

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1. SUBJECT: QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 1st QUARTER OF 2026/2027 FINANCIAL YEAR

2. PURPOSE

For Council to take note of the Functioning of Ward Committees within the Stellenbosch municipal areas.

3. DELEGATED AUTHORITY

For notification by Municipal Council.

4. EXECUTIVE SUMMARY

In terms of section 73 of the Local Government: Municipal Structures Act, no 117 of 1998 and Regulations, Ward Committees must be established for each ward within the municipal area within 120 days after the election.

The System of Delegations of the Stellenbosch Municipality (S6 and S7) designates the Speaker of Stellenbosch Municipality to facilitate the establishment of Ward Committees in line with the provisions and stipulations of the Municipal Structures Act and Council's policy for the establishment of Ward Committees.

At the Council meeting of 30 March 2022, Council noted the establishment of Ward Committees for all 23 wards within the Stellenbosch Municipality.

Wards who did not have the full complement of Ward Committees members were allowed to co-opt members in line with Council Policy and Procedures for Ward Committees. All ward committees are fully functional and are performing all duties as set out in the Policy and Procedures for Ward Committees.

Attached herewith as ANNEXURE A is a table outlining the functioning of all Ward Committees for the period July - September 2026, including dates and number of Ward Committee meetings held to date.

44TH COUNCIL MEETING: 2026-10-21: ITEM 16.1

NOTED

(a) the functioning of Ward Committees in all 23 wards; and

(b) the number of Ward Committee and Sector meetings held to date in all 23 wards from July - September 2026.

FOR FURTHER DETAILS CONTACT:

NAME	Jacqueline Beerwinkel
POSITION	***EXECUTIVE SUPPORT OFFICER***
DIRECTORATE	***CORPORATE SERVICES***
CONTACT NUMBERS	***021808 8618***
E-MAIL ADDRESS	***Jacqueline.Beerwinkel@stellenbosch.gov.za***
REPORT DATE	***08 October 2026***

16.2	REPORT TO COUNCIL BY THE SPEAKER: REPAYMENT ARRANGEMENT OF PROPOSED SANCTIONS BY THE DISCIPLINARY COMMITTEE: CASE NUMBER 220422/02/01: CLLR EP MASIMINI

Collaborator No:
IDP KPA Ref No: *Good Governance*
Meeting Date: 21 October 2026

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1. SUBJECT: REPORT TO COUNCIL BY THE SPEAKER: REPAYMENT ARRANGEMENT OF PROPOSED SANCTIONS BY THE DISCIPLINARY COMMITTEE: CASE NUMBER 220422/02/01: CLLR EP MASIMINI

2. PURPOSE

To inform Council about the progress on repayment as per the agreement to settle the total amount fined by the Disciplinary Committee.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

This is to inform Council of the pay back arrangement between Cllr E Masimini and the Stellenbosch Municipality, after the recommendation by Council on 29 November 2023. The last payment will be in October 2026, as per the information provided by Finance department (Annexure B).

44TH COUNCIL MEETING: 2026-10-21: ITEM 16.2

NOTED

the report to Council by the Speaker: Repayment arrangement of proposed sanctions by the Disciplinary Committee: Case number 220422/02/01: Cllr EP Masimini.

FOR FURTHER DETAILS CONTACT:

NAME	Donovan Muller
POSITION	Manager: Councillor Support
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 808 8314
E-MAIL ADDRESS	Donovan.Muller@stellenbosch.gov.za
REPORT DATE	30 September 2026

16.3	REPORT TO COUNCIL BY THE SPEAKER: REPAYMENT ARRANGEMENT OF PROPROSED SANCTIONS BY THE DISCIPLINARY COMMITTEE: CASE NUMBER 220422/01: CLLR A TOMOSE

Collaborator No:
IDP KPA Ref No: *Good Governance*
Meeting Date: 21 October 2026

1. SUBJECT: REPORT TO COUNCIL BY THE SPEAKER: REPAYMENT ARRANGEMENT OF PROPROSED SANCTIONS BY THE DISCIPLINARY COMMITTEE: CASE NUMBER 220422/01: CLLR A TOMOSE

2. PURPOSE

To inform Council about the progress on repayment as per the agreement to settle the total amount fined by the Disciplinary Committee.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

This is to inform Council of the pay back arrangement between Cllr A Tomose and the Stellenbosch Municipality, after the recommendation by Council on 29 November 2023. The last payment will be in October 2026, as per the information provided by Finance department (Annexure B).

44TH COUNCIL MEETING: 2026-10-21: ITEM 16.3

NOTED

the report to Council by the Speaker: Repayment arrangement of proposed sanctions by the Disciplinary Committee: Case number 220422/01: Cllr A Tomose.

FOR FURTHER DETAILS CONTACT:

NAME	Donovan Muller
POSITION	Manager: Council Support
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 808 8341
E-MAIL ADDRESS	Donovan.Muller@stellenbosch.gov.za
REPORT DATE	30 September 2026

17.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR

NONE

18.	MATTERS TO BE CONSIDERED IN–COMMITTEE

(SEE PINK DOCUMENTATION)

The meeting adjourned at 16:08.

CHAIRPERSON: ……

DATE: ……

Confirmed on ……