



MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY

[30 APRIL 2025]

RAADSVERGADERING / COUNCIL MEETING

NOTULE / MINUTES

30 APRIL 2025

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ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
A.	<u>OPENING: VERWELKOMING / OPENING: WELCOME</u>	1
B.	<u>VERKIESING VAN SPEAKER</u> <i>(indien nodig)</i> <u>ELECTION OF SPEAKER</u> <i>(if necessary)</i>	
C.	<u>BYWONINGSREGISTER ATTENDANCE REGISTER</u>	1 – 2
C.1	Teenwoordig / Present	
C.2	Aansoek(e) om verlof tot afwesigheid / Application(s) for leave of absence	
D.	<u>NOTULES EN/OF VERSLAE VAN DIE UBK VIR KENNISNAME AAN DIE RAAD MINUTES AND/OR REPORTS OF THE EMC FOR COUNCIL'S COGNIZANCE</u>	
D.1	UBK Vergadering – 18 Maart 2025 EMC Meeting – 18 March 2025	3
E.	<u>BEKRAGTIGING VAN NOTULES EN/OF VERSLAE VAN DIE RAAD CONFIRMATION OF MINUTES AND/OR REPORTS OF COUNCIL</u>	
E.1	Notule van Raadsvergadering – 20 Maart 2025 Minutes of Council Meeting – 20 March 2025	3
E.2	Notule van Raadsvergadering – 27 Maart 2025 Minutes of Council Meeting – 27 March 2025	3 – 4
E.3	Notule van Spesiale Raadsvergadering – 27 Maart 2025 Minutes of Special Council Meeting – 27 March 2025	4

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
F.	<u>VERKLARINGS EN MEDEDELINGS DEUR DIE SPEAKER /</u> <u>STATEMENTS AND COMMUNICATIONS BY THE SPEAKER</u>	4 – 7
G.	<u>VERKLARINGS EN MEDEDELINGS DEUR DIE</u> <u>UITVOERENDE BURGEMEESTER /</u> <u>STATEMENTS AND COMMUNICATIONS BY THE</u> <u>EXECUTIVE MAYOR</u>	4
H.	<u>VOORLEGGINGS /</u> <u>PRESENTATIONS</u>	4
H.1	Geen / None	
I.	<u>VERSLAE VOORGELê DEUR KANTOOR VAN</u> <u>DIE MUNISIPALE BESTUURDER /</u> <u>REPORTS PRESENTED BY OFFICE OF</u> <u>MUNICIPAL MANAGER</u>	
C89/2025	Determination and approval of upper limits of salaries, allowances and benefits of Councillors with effect from 01 July 2023 [3/3/7/R]	8 – 13
C90/2025	Non-Performance and maladministration within the Municipality [2/1/4]	14 – 15
C91/2025	Outcome Report for the Municipal State of Affairs Session held on 18 & 19 February 2025 in the Council Chambers, Municipal Offices, Caledon [2/1/6]	16 – 17
C92/2025	Fraud and Risk Management Committee: Presentation of Combined Assurance Model 2024/2025 [5/14/2/1]	18 – 20
J.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT</u> <u>KORPORATIEWE DIENSTE /</u> <u>REPORTS PRESENTED BY THE DIRECTORATE</u> <u>CORPORATE SERVICES</u>	
C93/2025	Administration: Approval of quarterly report regarding resolutions taken at Council Meetings for the 3 rd Quarter (01 January 2025 to 31 March 2025) [5/1/3]	21 – 22
C94/2025	Administration: Approval of the Revised Rules Of Order for Meetings of Council and Committees of Theewaterskloof Municipality [3/2/1/4]	23 – 25

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
C95/2025	Administration: Ward Committee System: Report on Composition of Ward Committees per Ward and Re-Establishment of Ward 10 [3/4/R]	26 – 33
K.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT</u> <u>TEGNIES EN INFRASTRUKTUUR</u> <u>IMPLEMENTERINGSDIENSTE /</u> <u>REPORTS PRESENTED BY THE DIRECTORATE</u> <u>TECHNICAL AND INFRASTRUCTURE</u> <u>IMPLEMENTATION SERVICES</u>	
C96/2025	Reporting on performance of contractors: October – December 2024 [8/2/3/5/5]	34 – 36
L.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT</u> <u>GEMEENSKAPSDIENSTE /</u> <u>REPORTS PRESENTED BY THE DIRECTORATE</u> <u>COMMUNITY SERVICES</u>	
C97/2025	Disaster Management and Environmental Affairs: Disaster Risk Management Framework for Theewaterskloof Municipality [17/4/B]	37 – 42
M.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT</u> <u>EKONOMIESE ONTWIKKELING EN BEPLANNING /</u> <u>REPORTS PRESENTED BY THE DIRECTORATE</u> <u>ECONOMIC DEVELOPMENT AND PLANNING</u>	
C98/2025	LED: Revision of the Tourism Strategy For Theewaterskloof Municipality [17/16/1/3]	43 – 48
N.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT</u> <u>FINANSIES /</u> <u>REPORTS PRESENTED BY THE DIRECTORATE</u> <u>FINANCE</u>	
C99/2025	SCM: Reporting on performance of contractors: 3rd Quarter – January, February And March 2025 [8/2/3/5/3]	49 – 50
C100/2025	SCM: Deviation Report: Adenco Construction corrected amount of Deviation 5300776 (November 2024) [6/3/3/6]	51 – 53
C101/2025	SCM: Deviation Report for March 2025 [6/3/3/6]	54 – 56
C102/2025	SCM: 3rd Quarter Store Report – APRIL 2025 [6/1/1/2]	57 – 60

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
C103/2025	Third Quarter Report (January 2025 – March 2025) [5/16/R]	61 – 63
C104/2025	Withdrawals from Municipal Bank Accounts: January - March 2025 [5/15/R]	64 – 67
O.	<u>DRINGENDE AANGELEENTHEDE / URGENT MATTERS</u>	
C105/2025	Directorate Community Services – Operations: Approval Of Business Plan for projects in Genadendal, Bereaville, Boschmanskloof and Heuwelkroon [16/3/3/4; 16/3/3/1; 16/3/3/2]	68 – 69
C106/2025	Office of the Municipal Manager: Consideration of Closing Time of the Municipal Offices, Traffic Centers and Libraries on 02 May 2025 [4/8/1]	70 – 71
P.	<u>OORWEGING VAN KENNISGEWINGS VAN MOSIES / CONSIDERATION OF NOTICES OF MOTIONS</u>	
Q.	<u>OORWEGING VAN KENNISGEWINGS EN VRAE / CONSIDERATION OF NOTICES AND QUESTIONS</u>	
R.	<u>OORWEGING VAN DRINGENDE MOSIES / CONSIDERATION OF URGENT MOTIONS</u>	
S.	<u>IN-KOMITEEVERGADERING AGENDA-ITEMS VIR BESPREKING IN-COMMITTEE MEETING AGENDA-ITEMS FOR DISCUSSION</u>	72
T.	<u>VERDAGING / ADJOURNMENT</u>	

THEEWATERSKLOOF MUNISIPALITEIT/ MUNICIPALITY

NOTULE VAN 'N RAADSVERGADERING GEHOU OP 30 APRIL 2025 IN DIE RAADSAAL, MUNISIPALE KANTORE, CALEDON.

MINUTES OF A COUNCIL MEETING HELD ON 30 APRIL 2025 IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, CALEDON.

A. OPENING EN VERWELKOMING

Die Voorsitter, Speaker Raadslid WH Wells, verwelkom almal teenwoordig.

Raadsheer C Clayton open die vergadering met gebed.

Verskeie Raadslede bedank Mnr Heagans Marthinus vir sy goeie werk en wens hom alle voorspoed toe met sy nuwe werk.

OPENING AND WELCOME

The Chairperson, Speaker Councillor WH Wells, welcomed all present.

Alderman C Clayton opened the meeting with a prayer.

Several Councillors thanked Mr Heagans Marthinus for his good work and wish him all the best in his new job.

B. VERKIESING VAN WNDE SPEAKER (INDIEN NODIG)/ ELECTION OF ACTING SPEAKER (IF NECESSARY)

Nie van toepassing nie / Not applicable.

C. BYWONINGSREGISTER/ATTENDANCE REGISTER

C.1 Teenwoordig/Present Raadslede/Councillors

Raadsheer/Alderman LM de Bruyn
Raadsheer/Alderman CC Clayton
Raadslid/Councillor WH Wells
Raadsheer/Alderman DA Appel
Raadslid/Councillor CA Benjamin
Raadslid/Councillor M Botes
Raadslid/Councillor CT Cloete
Raadsheer/Alderman S Fredericks
Raadslid/Councillor M Gana
Raadslid/Councillor DA Jacobs
Raadslid/Councillor D Jooste
Raadslid/Councillor H Linnerts
Raadslid/Councillor JD Lekhori

Raadslid/Councillor TP Lemina
 Raadslid/Councillor RL Mienies
 Raadsheer/Alderman BB Mkhwibiso
 Raadslid/Councillor M Mpambani
 Raadslid/Councillor MA Nomkoko
 Raadsheer/Alderman MR Nongxaza
 Raadslid/Councillor V Papier
 Raadsheer/Alderman M Plato-Mentoor
 Raadslid/Councillor MS Shale
 Raadslid/Councillor J Smit
 Raadslid/Councillor PJ Stander (Virtuele bywoning / Virtual Attendance)
 Raadslid/Councillor H Syster
 Raadslid/Councillor YM van Tonder
 Raadslid/Councillor TB Zimmermann

Amptenare / Officials

Mnr./Mr W Hendricks	(Wnde Munisipale Bestuurder) (Acting Municipal Manager)
Mnr./Mr GW Hermanus	(Direkteur: Korporatiewe Dienste) (Director: Corporate Services)
Mnr./Mr P Mabhena	(Direkteur: Finansies) (Director: Finance)
Mnr./Mr N Arendse	(Adjunk Direkteur: Publieke Veiligheid) (Deputy Director: Public Safety)
Mnr./Mr J Barnard	(Adjunk Direkteur: Gemeenskapsdienste) (Deputy Director: Community Services)
Mnr./Mr H Marthinus	(Wnde Direkteur: Tegnie- en Infrastruktuur Implementeringsdienste) (Acting Director: Technical- and Infrastructure Implementation Services)
Mnr./Mr E Shortles	(Wnde Direkteur: Ekonomiese Ontwikkeling en Beplanning) (Acting Director: Economic Development and Planning)
Mnr./Mr A Opperman	(Hoof Uitvoerende Ouditeur) (Chief Audit Executive)
Me./Ms M Faul	(Bestuurder: Korporatiewe Dienste) (Manager: Corporate Services)
Me./Ms. F Ngxowa	(Assistent Vertaler) (Assistant Translator)
Me./Ms S Baron	(Sekretariaatsdienste) (Secretariat Services)

C.2 Aansoek(e) om verlof tot afwesigheid: Application(s) for leave of absence:

Geen / None

D. NOTULES EN/OF VERSLAE VAN DIE UBK VIR KENNISNAME VAN DIE RAAD / MINUTES AND/OR REPORTS OF THE EMC FOR COGNIZANCE OF COUNCIL

D.1 Notule van UBK Vergadering: 18 Maart 2025

Die Raad neem kennis van die Notule van die vergadering van die Uitvoerende Burgemeester en sy Komitee gehou op 18 Maart 2025, op voorstel van Raadsheer S Fredericks en gesekondeer deur Raadsheer C Clayton.

Minutes of EMC Meeting: 18 March 2025

Council takes cognizance of the Minutes of a meeting of the Executive Mayor and his Committee held on 18 March 2025, on a proposal by Alderman S Fredericks and seconded by Alderman C Clayton.

E. BEKRAGTIGING VAN NOTULES EN/OF VERSLAE VAN DIE RAAD CONFIRMATION OF MINUTES AND/OR REPORTS OF COUNCIL

E.1 Notule van Raadsvergadering: 20 Maart 2025

BESLUIT :

Om op voorstel van Raadslid Y van Tonder gesekondeer deur Raadslid CT Cloete die Notule van die Raadsvergadering van 20 Maart 2025 hiermee goed te keur, te bekragtig en te laat onderteken as prima facie bewys van die juistheid daarvan.

Minutes of Council Meeting: 20 March 2025

RESOLVED:

To, on proposal by Councillor Y van Tonder, seconded by Councillor CT Cloete, hereby approve, confirm and have signed the Minutes of the Council Meeting of 20 March 2025 as prima facie evidence of its correctness.

E.2 Notule van Raadsvergadering: 27 Maart 2025

BESLUIT :

Om op voorstel van Raadslid CT Cloete gesekondeer deur Raadslid Y van Tonder die Notule van die Raadsvergadering van 27 Maart 2025 hiermee goed te keur, te bekragtig en te laat onderteken as prima facie bewys van die juistheid daarvan.

Minutes of Council Meeting: 27 March 2025

RESOLVED:

To, on proposal by Councillor CT Cloete, seconded by Councillor Y van Tonder, hereby approve, confirm and have signed the Minutes of the Council Meeting of 27 March 2025 as prima facie evidence of its correctness.

E.3 Notule van 'n Spesiale Raadsvergadering: 27 Maart 2025

BESLUIT :

Om op voorstel van Raadslid Y van Tonder gesecondeer deur Raadslid CT Cloete die Notule van die Spesiale Raadsvergadering van 27 Maart 2025 hiermee goed te keur, te bekragtig en te laat onderteken as prima facie bewys van die juistheid daarvan.

Minutes of a Special Council Meeting: 27 March 2025

RESOLVED:

To, on proposal by Councillor Y van Tonder, seconded by Councillor CT Cloete, hereby approve, confirm and have signed the Minutes of the Special Council Meeting of 27 March 2025 as prima facie evidence of its correctness.

F VERKLARINGS EN MEDEDELINGS DEUR DIE SPEAKER / STATEMENTS AND COMMUNICATIONS BY THE SPEAKER

Aangeheg as aanhangsel tot die notule / Attached as annexure to the minutes.

G. VERKLARINGS EN MEDEDELINGS DEUR DIE UITVOERENDE BURGEMEESTER / STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR

Geen / None

H. VOORLEGGINGS / PRESENTATIONS

H.1 *Geen / None*

**I. VERSLAE VOORGELê DEUR KANTOOR VAN DIE MUNISIPALE BESTUURDER
REPORTS PRESENTED BY THE OFFICE OF THE MUNICIPAL MANAGER**

Opening Remarks by the Speaker of Council, Cllr Weldon Wells
Political Party Chief Whips Forum
Wednesday, 30 April 2025

5

Good afternoon, Executive Mayor, Deputy Mayor, Chief Whips, Honourable Councillors, Municipal Manager, Officials, Guests, and Members of the Public.

The Office of The Speaker is a responsibility I hold in the highest regard to welcome you all here today.

We are here not just for us to execute our annual and monthly a calendar obligation, but to set in motion something far more strategic.

We introduced the Political Party Chief Whips Forum which is a meaningful platform that will strengthen the heartbeat of our council.

This Forum is not a treat but a necessity which is a structured platform to give voice for our political parties before every council meeting.

Political Party voices is to facilitate consensus to ensure that council decisions are well-informed, representative, and administratively executable.

WHY IS THIS FORUM SO IMPORTANT?

We must acknowledge that local government is the domain of government **closest to the people**.

As you all know, according to the **Municipal Structures Act**, the Speaker's role is to *preside over council meetings*.

This role is to ensure compliance with the rules of order and the code of conduct and promote internal democracy.

These are not ceremonial functions. They are important strategic controls to help guide how we work - and the Chief Whips Forum is one of those key tools that will help make that happen.

The Chiefs Whips Forum is aligned with **Chapter 4 of the Structures Act**, which calls for internal procedures that enable effective governance, - which encourage pre-council engagements to promote procedural clarity and political consensus.

In that spirit, this Forum becomes a **preparatory** council space where party whips are empowered to deliberation on effective governance by;

- Coordinate political party positions,
- Clarify technical or legal uncertainties in agenda items,
- Identify and resolve potential areas of contention before they reach the floor of council,
- And most importantly, ensure that each party's voice is not just heard but respected.

ON LESSONS FROM OTHER MUNICIPALITIES

TWK is not inventing the wheel, but we are making it fit our council.

In other Western Cape municipalities Party Whip Forums have matured into critical pre-decision-making bodies.

They've improved council functionality by reducing procedural delays, increasing accountability, and enabling faster, more strategic resolutions that affect real service delivery outcomes.

They've shown us that when political differences are addressed through dialogue and respect before council meetings, the meetings themselves become more about decisions than divisions.

ON STRATEGIC INTENT OF THE FORUM

This is a platform of intent – and it is an enabler where we can realign around shared priorities, while acknowledging our political differences.

THE WHIPS FORUM ALLOWS US TO:

- Coordinate council business strategically, ensuring a streamlined council agenda.
- Facilitate early input from all represented parties to avoid unnecessary surprises or adjournments.
- Ensure technical briefings are understood, giving councillors the clarity needed to debate issues responsibly.
- Create a space of mutual respect, where decisions reflect not just majority rule, but collective reasoning.

This Forum is not a backroom BUT it is a bridge.

A bridge between the administration and political leadership.

A bridge between different political ideologies.

A bridge between planning and implementation.

And as Speaker, I am committed to walking that bridge with all of you.

To walk a bridge that is a destination that is not build for coalition parties but for the collective good of our municipality and our people.

ON GOOD GOVERNANCE;

At its core, the Chief Whips Forum is an initiative about deepening representative voices

This is to enhance pre council party communication and transparency to make competent decisions for the communities we serve.

The Whips Forum is a space for precisely that kind of leadership that is rooted in the values of *accountability, inclusion, and consensus*.

We know the challenges our municipality faces.

Service delivery backlogs.

Economic and decent jobs inequality.

Investment Infrastructure needs.

Council members, these are not political slogans, they are community realities.

And our people are watching.

They expect us to move beyond debates and into delivery and this Forum will help us to do that.

IN CLOSING;

I want to say this: we may come from different political parties, but we share a single oath to serve the public interest.

This Forum gives us the opportunity to live that oath more fully, with unity in diversity, with dialogue over conflict, and with purpose over politics.

Let this Forum not only be a space for procedural discussion, but for political maturity.

I thank you for your commitment and your presence. Let us build this Forum with intent, integrity, and impact.

Thank you.

ITEM TITLE

C89/2025 OFFICE OF THE MUNICIPAL MANAGER: DETERMINATION AND APPROVAL OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF COUNCILLORS WITH EFFECT FROM 01 JULY 2023

[English version of the report is the original]

FILE NUMBER

3/3/7/R

PURPOSE / AIM OF REPORT

The purpose of this item is:

- a) for Council to review the grade of the municipal council and
- b) to report to Council on the financial implications affordability as well as budgetary provisions and
- c) to obtain approval to implement the Upper Limits for Councilors' Remuneration with effect from 01 July 2023, which was promulgated by the Minister for Cooperative Governance and Traditional Affairs on 17 October 2024 per Government Gazette No. 51407.

BACKGROUND AND LEGAL REQUIREMENT

Amendment of determination of Upper Limits of the Salaries, Allowances and Benefits of different members of municipal councils are annually done in terms of the Remuneration of Public Office Bearers Act, 1998 (Act No. 20 of 1998).

DISCUSSION

Attached hereto please find as Annexure "A" a copy of Government Gazette No.51407, dated 17 October 2024.

Some key features of the above-mentioned Gazette and Circular are as follows:

1. The determination of the upper limits is effected retrospectively from 1 July 2023.
2. The definition of "total municipal income" means gross income in respect of a metropolitan, local or district municipality based on actual income received as stated in the audited financial statements of that municipality for the 2022/2023 financial year.
3. **Motor vehicle and travel allowance:**
 - 3.1 A councillor listed in item 5 and 8 of this Notice may, in line with applicable legislation, structure his or her basic salary to provide for motor vehicle allowance.

- 3.2 If a councillor structures a vehicle allowance, the councillor must provide proof of ownership of a private vehicle to the municipality and have the vehicle available for official duties.
- 3.3 A councillor who uses a privately-owned vehicle for execution of official duties on behalf of the municipality, may be reimbursed for official kilometres travelled, in addition to the total remuneration package of a councillor as determined in terms of items 5 and 8 of the Notice, not exceeding the applicable tariffs as prescribed by the national department responsible for transport and in terms of the municipal council's policy.
- 3.4 A councillor who utilises a privately-owned vehicle for official purposes must, for purpose of claiming kilometres travelled, keep a travel logbook containing the following information relating to actual official and private kilometres travelled per month as may be determined from time to time by the South African Revenue Service: (i) Date of travel; (ii) Kilometres travelled; and (iii) Travel details (i.e. reason for the trip, duration of trip and place from and place to).

4. Out of pocket expenses

A councillor may, in addition to the total remuneration package, be reimbursed for reasonable and actual out of pocket expenses incurred during the execution of official or ceremonial duties, in accordance with the applicable municipal council policy.

5. Cell phone allowances:

A councillor may, in addition to the annual remuneration packages provided for in terms the regulation, be paid a cell phone allowance not exceeding R3600.00 per month in accordance with the applicable municipal policy.

6. Data bundles

A councillor may, in addition to the annual remuneration packages provided for in terms the regulation, be paid an allowance on the use of data bundles not exceeding R317.00 per month.

7. Pension Fund: In terms of S13(1)(a)

A councillor may participate in a pension fund duly established in terms of law.13(1)(b) If a councillor elects to participate in a pension fund, the municipal council must deduct from that councillor's salary, the monthly contribution and to pay the contributions to a pension fund to which a councillor is a member in accordance with the rules of such pension fund. The contributions by the municipal council and the councillor are included in the remuneration package as a total cost to the municipality.

8 Medical Aid Scheme:

S13(2)(a) reads as follows – A councillor may participate in a medical aid scheme duly established in terms of a law and such councillor shall be entitled to receive such medical aid benefits from the medical aid scheme to which the councillor contributes as may be determined by the rules of such medical aid scheme.

The contributions by the municipal council and the councillor are included in the remuneration package as a total cost to the municipality.(b) If a councillor elects to participate in a medical aid scheme, the municipality shall pay from his/her monthly salary, councillors own contributions and council contributions charged against and paid from the budget of the municipality to the medical aid scheme to which the councillor is a member.

9. Tools of the trade

Grading:

The grading of Theewaterskloof Municipality for the purpose of determining the Upper Limits of Councillors' Remuneration is a Grade 4 and was determined as follows:

Requirement	Amount / Points
Total Municipal Income 2022/2023	R 596 850 825
Number of Points according to Government Notice	33,33
Total population	139 563
Number of Points according to Government Notice	25
Total points allocated	58,33
50.01 to 66.67 points according to Government Notice No. 51407 = Grade 4	

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

The Projected Actual Expenditure of the Salaries, Allowances and Benefits of the different members of the Theewaterskloof Municipal Council based on the approved new upper limits for the 2024/2025 financial year will be R 13 844 792.00 against a budgeted amount of R 14 303 144,00.

PROJECTED ACTUAL COUNCILLOR REMUNERATION 2024/25

PARTICULARS	EXECUTIVE MAYOR	DEPUTY EXECUTIVE MAYOR	SPEAKER	MEMBER OF MAYORAL COMMITTEE	MPAC CHAIR	PARTTIME COUNCILLOR	GRAND TOTAL
Total Remuneration Package	984320	787454	787454	3692855	716583	5607018	12575684
Cellular Phone	43200	43200	43200	216000	43200	777600	1166400
Mobile data Card	3804	3804	3804	19020	3804	68472	102708
Total Annual Package	1031324	834458	834458	3927875	763587	6453090	13844792
Number	1	1	1	5	1	18	27

Budget 2024/25: R 14 303 144.00
Remuneration Package: R 13 844 792.00
Surplus: R 458 352.00

LEGAL RESPONSIBILITIES

Remuneration of Public Office Bearers Act, 1998 (Act No. 20 of 1998).

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended:

1. That Council takes cognisance that the grading of the Theewaterskloof Municipality remains on a grade 4, for determining the upper limits of Councillors Remuneration.
2. That Council resolves that the maximum upper limits as promulgated in Government Gazette No. 51407 dated 17 October 2024 be approved and paid to Councilors with retrospective effect from 01 July 2023.
3. That Council takes cognisance that sufficient provision was made in the 2024/2025 Budget to cover the actual increase.
4. That Council declares the increase in Councilors' Remuneration affordable, and authorize the Municipal Manager to issue the affordability verification certificate.
5. That Council authorize the Executive Mayor to submit the prescribed application to and obtain the concurrence of the MEC for Local Government in the Western Cape, before implementing the new Upper Limits of Salaries, Allowances and Benefits of Councilors.

RECOMMENDATION BY COUNCIL TO FEBRUARY 2025 COUNCIL MEETING: 28 NOVEMBER 2024

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman LM de Bruyn and seconded by Alderman S Fredericks, it was resolved as follows:

That the agenda-item stands over until February 2025 and be resubmitted for the February 2025 Council Meeting for consideration.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended:

- 1. That Council takes cognisance that the grading of the Theewaterskloof Municipality remains on a grade 4, for determining the upper limits of Councillors Remuneration.**
- 2. That Council resolves that the maximum upper limits as promulgated in Government Gazette No. 51407 dated 17 October 2024 be approved and paid to Councilors with retrospective effect from 01 July 2023.**
- 3. That Council takes cognisance that sufficient provision was made in the 2024/2025 Budget to cover the actual increase.**
- 4. That Council declares the increase in Councilors' Remuneration affordable, and authorize the Municipal Manager to issue the affordability verification certificate.**
- 5. That Council authorize the Executive Mayor to submit the prescribed application to and obtain the concurrence of the MEC for Local Government in the Western Cape, before implementing the new Upper Limits of Salaries, Allowances and Benefits of Councilors.**

DISCUSSION DURING THE MEETING:

Alderman DA Appel proposed the following recommendation:

- 1. That Council approves that the upper limits be paid to the Councillors.*
- 2. That the Executive Mayor submit the prescribed application to and obtain the concurrence of the MEC for Local Government in the Western Cape, before implementing the new Upper Limits of Salaries, Allowances and Benefits of Councilors.*
- 3. That the payout of the upper limits to Councillors be done when the financial position of the Municipality has improved.*

Proposal was seconded by Alderman MR Nongxaza.

The Executive Mayor Alderman LM de Bruyn request a 10-minute caucus break which were granted by the Speaker.

After the caucus break the Executive Mayor proposed the following counter-proposal:

That this agenda-item becomes a standing item on the agenda of future Council Meetings until our finances improve and then a decision can be taken.

The following counter-proposal was submitted by Alderman S Fredericks:

The voting process started and each councillor indicate whether they vote for 1. Proposal by Alderman DA Appel and seconded by Alderman MR Nongxaza or 2. Counter-proposal by Alderman LM de Bruyn seconded by Alderman S Fredericks.

The result of the voting process is as follows:

Proposal by Alderman DA Appel and seconded by Alderman MR Nongxaza = 11 votes.

Counter Proposal by Alderman LM de Bruyn and seconded by Alderman S Fredericks = 15 votes.

Councillor TB Zimmermann abstain from the voting process.

RESOLVED BY COUNCIL: 25 FEBRUARY 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman LM de Bruyn and seconded by Alderman S Fredericks, it was resolved as follows.

That this agenda-item becomes a standing item on the agenda of future Council Meetings until our finances improve and then a decision can be taken.

RESOLVED BY COUNCIL: 27 MARCH 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman DA Appel and seconded by Alderman MR Nongxaza, it was resolved as follows.

That this agenda-item becomes a standing item on the agenda of future Council Meetings until our finances improve and then a decision can be taken.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman LM de Bruyn and seconded by Alderman MR Nongxaza, it was resolved as follows;

That this agenda-item be referred to the May 2025 Council Meeting for a decision to be taken.

ITEM TITLE

C90/2025 OFFICE OF THE MUNICIPAL MANAGER: NON-PERFORMANCE AND MALADMINISTRATION WITHIN THE MUNICIPALITY

[English version of the report is the original]

FILE NUMBER

2/1/4

PURPOSE OF REPORT

The purpose the report is for council to consider a request for assistance from the Minister of Local Government (Western Cape) for an investigation to be conducted that will determine the root causes of the reasons why Theewaterskloof Municipality received a qualified audit outcome.

BACKGROUND

The Municipality has been facing a number of challenges that have resulted in the Municipality attaining a qualified audit finding. In terms of the audit outcome regression compared to the previous financial year is shown and it is driven by challenges in procurement and contract management, and non-compliance with legislation and regulations. In terms of the Management Report concerns were raised with regard to the audit of financial statements as material misstatements were identified on the competencies of payables and irregular expenditure and limitation was identified on the unspent conditional grant funds.

DISCUSSION

A municipality is key to the reconstruction and development of its community. The aim of democratising society and inclusive economy can only be realised through responsive, accountable, effective and efficient local government. Any traces or signs of forces that undermine the objectives of the municipality warrants immediate attention. It is imperative that the institution must acknowledge that there are problems, consider changes and develop a problem-solving strategy.

The compliance showed a regression compared to the previous financial year and was mainly driven by challenges in procurement and contract management and non-compliance with legislation and regulations. According to the Audit-General South Africa's report several deviations from procurement processes were unjustifiably approved. These deviations primarily resulted from misrepresentation of emergency provisions led to irregular expenditure due to the failure to adhere to competitive bidding processes. The audit also laid bare the significant decline in the municipality's cash reserves. This downturn has notably impacted the liquidity position thereby affecting the municipality's capacity to undertake planned projects. It is therefore imperative that in order for the municipality to improve on the current situation an honest assessment needs to be done to determine whether we have a capacity problem of laws and regulations are deliberately not complied with.

It is against this background that assistance is sought from the Minister of Local Government (Western Cape) to deploy resources to the Municipality to assist in the investigating the root causes that resulted in qualified audit outcomes.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Not determined.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Section 106 of the Municipal Systems Act 32 of 2000

RISK MANAGEMENT IMPLICATIONS

- Dysfunctional municipality
- Lack of service delivery
- Lack of confidence and trust in the municipality
- Bankrupt municipality
- Recurrence of unauthorised, irregular, fruitless and wasteful expenditure

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that the Acting Municipal Manager be authorised to request, on behalf of council, the MEC Minister Anton Bredell to invoke section 106 of the Municipal Systems Act 32 of 2000.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Alderman DA Appel, it was resolved as follows.

Council resolved that the agenda-item be referred back and that all relevant information be included in the agenda-item before resubmission to Council for consideration.

1. *Agenda-item be referred back.*
2. *For finalization by the Acting Municipal Manager, Mr W Hendricks.*

ITEM TITLE

C91/2025 OFFICE OF THE MUNICIPAL MANAGER: OUTCOME REPORT FOR THE MUNICIPAL STATE OF AFFAIRS SESSION HELD ON 18 & 19 FEBRUARY 2025 IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, CALEDON

[English version of the report is the original]

FILE NUMBER

2/1/6

AIM/PURPOSE OF REPORT

For Council to note the Outcome Report for the Municipal State of Affairs Session held on 18 & 19 February 2025 in the Council Chambers, Municipal Offices, Caledon.

BACKGROUND

After several discussions it was decided that a Municipal State of Affairs Session will be scheduled where time will be allowed for each directorate for a presentation on the key focus areas in their Directorate; the Challenges they experience; Revenue Enhancement and how the Less for More principle can be implemented.

DISCUSSION

The Municipal State of Affairs Session was scheduled for the 18th and 19th of February 2025 in the Council Chambers, Municipal Offices, Caledon and was attended by all Councillors and Senior Management.

After each presentation of a Directorate, time was allowed for questions/statements and answers where possible was provided by the applicable Director.

The content of the presentations as well as the questions asked and where answers were provided was used to compile an Outcome Report for the Municipal State of Affairs Session. In the instances where answers were not provided during the Session, the template was forwarded to the Director who complete the schedule applicable to his Directorate.

Attached as annexure to this agenda-item is the Outcome Report for the Municipal State of Affairs Session.

FINANCIAL IMPLICATIONS

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

None.

RISK MANAGEMENT IMPLICATIONS

None.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended:

1. That Council takes note of the content of the Outcome Report of the Municipal State of Affairs Session of 18 & 19 February 2025.
2. That Council takes note that this is a working document towards the Strategic Session of Council which will be scheduled during September 2025.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Alderman LM de Bruyn, it was resolved as follows:

1. Council noted the content of the Outcome Report of the Municipal State of Affairs Session of 18 & 19 February 2025.
2. Council noted that this is a working document towards the Strategic Session of Council which will be scheduled during September 2025.

For finalization by the Manager: Corporate Services, Ms M Faul.

ITEM TITLE

C92/2025 FRAUD AND RISK MANAGEMENT COMMITTEE: PRESENTATION OF COMBINED ASSURANCE MODEL 2024/2025

[English version of the report is the original]

FILE NUMBER

5/14/2/1

PURPOSE OF REPORT

To present to the Committee the Combined Assurance Model for 2024/2025 with the Top 20 Highest Risks for review and approval.

BACKGROUND

Combined assurance ensures that a coordinated (combined) approach is applied in receiving assurance on whether key risks are being managed appropriately within the municipality. The Combined Assurance Policy Framework will be used as a guide to construct the Combined Assurance Model. The Combined Assurance Champion will be the Chief Risk Officer and as such the Fraud and Risk Management Committee should be in charge of oversight over combined assurance.

DISCUSSION

Principle 15 of King IV recommends that: The governing body (Council) should ensure that assurance services and functions enable an effective control environment, and that these support the integrity of information for internal decision-making and of the organisation's external reports.

- Oversee the combined assurance model for effective cover of significant risks and material matters through line functions, internal audit, independent external assurance providers and regulatory inspectors.
- Assess the output of combined assurance with objectivity and professional skepticism, apply an enquiring mind and form opinion on integrity of the reports and the degree to which an effective control environment has been achieved.

COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER

The recommendation is supported.

The recommendation from internal audit comments should be considered for inclusion.

COMMENTS FROM THE DIRECTORATE FINANCE

In support of Combined Assurance Model proposed.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

Currently there is nothing indicated for Corporate Services. After discussions with the Risk Officer, Action Plans will be developed for the Corporate Services Department in terms of Risks.

COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES

None

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Supported.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None

LEGAL IMPLICATIONS (ITEM AUTHOR)

None

COMMENTS FROM INTERNAL AUDIT

Items R502 & R602 - Internal Audit column should read: "no assurance for reporting period."
 Item R609 - Internal Audit column should read: "1st quarter solid waste audit reports were submitted to the applicable departments on 18 September 2024" Should a column not be added for MPAC, as they also provide an oversight function?

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None

RECOMMENDATION BY ITEM AUTHOR:

It is recommended:

- 1. That the Committee reviews and approves the Combined Assurance Model for 2024/2025.**
- 2. To refer the Combined Assurance Model to the Performance- and Audit Committee for oversight and then to Council for approval.**

RECOMMENDATION FROM FARMCO TO THE PERFORMANCE- AND AUDIT COMMITTEE: 10 DECEMBER 2024

1. The Committee reviews and approves the Combined Assurance Model for 2024/2025.
2. The Fraud and Risk Management Committee resolved that the risk action plans must be included in the document and that the matter of the control environment must be address.
3. It is recommended that the Combined Assurance Model be referred to the Performance- and Audit Committee for oversight and then to Council for approval.

RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 14 MARCH 2025

1. The performance- and Audit committee noted the Combined Assurance Model.
2. The Directors must give the Risk Officer, Ms N Dayeni, their co-operation and makes risks a priority.
3. It is recommended that the Combined Assurance Model be referred to Council for approval.

RECOMMENDATION TO COUNCIL:

It is recommended that the Combined Assurance Model be referred to Council for approval.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman MR Nongxaza and seconded by Alderman S Fredericks, it was resolved as follows:

Council approves the Combined Assurance Model.

For finalization by the Risk Management Officer, Ms. N Dayeni.

ITEM TITLE

**C93/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: APPROVAL OF QUARTERLY REPORT
REGARDING RESOLUTIONS TAKEN AT COUNCIL MEETINGS FOR
THE 3rd QUARTER (01 JANUARY 2025 TO 31 MARCH 2025)**

[English version of the report is the original]

FILE NUMBER

5/1/3

AIM/PURPOSE OF REPORT

That Council notes and approves the attached report reflecting the resolutions taken at Council meetings for the period 01 January 2025 to 31 March 2025.

BACKGROUND

In terms of Corporate Services Departmental Service Delivery and Budget Implementation Plan (SDBIP), a report of all decisions taken during Council meetings must be submitted to Council for cognizance and approval.

DISCUSSION

After completion of the 3rd quarter of the 2024/2025 Service Delivery and Budget Implementation Plan (SDBIP), the schedule is attached as annexure to this Agenda-item for notification and approval by Council.

FINANCIAL IMPLICATIONS

None.

LEGAL RESPONSIBILITIES

None.

RISK MANAGEMENT IMPLICATIONS

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council notes and approves the schedule regarding decisions taken during Council meetings for the 3rd quarter of 2024/25 (01 January 2025 to 31 March 2025).

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Alderman M Plato-Mentoor, it was recommended as follows:

That Council notes and approves the schedule regarding decisions taken during Council meetings for the 3rd quarter of 2024/25 (01 January 2025 to 31 March 2025).

RECOMMENDATION TO COUNCIL:

It is recommended that Council notes and approves the schedule regarding decisions taken during Council meetings for the 3rd quarter of 2024/25 (01 January 2025 to 31 March 2025).

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Councillor J Smit, it was resolved as follows:

Council noted and approved the schedule regarding decisions taken during Council meetings for the 3rd quarter of 2024/25 (01 January 2025 to 31 March 2025).

For finalization by the Manager: Corporate Services, Ms. M Faul.

ITEM TITLE

**C94/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: APPROVAL OF THE REVISED RULES OF
ORDER FOR MEETINGS OF COUNCIL AND COMMITTEES OF
THEEWATERSKLOOF MUNICIPALITY**

[English version of the report is the original]

FILE NUMBER

3/2/1/4

AIM/PURPOSE OF REPORT

The revised Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality is presented to Council for approval.

BACKGROUND

The By-law on Rules of Order for the Internal Arrangements of the Municipal Council of Theewaterskloof Municipality was promulgated in Provincial Gazette Extraordinary No. 7568 on 22 February 2016.

The purpose of this by-law was to make provision for the rules of order for the business and proceedings of the Municipal Council of the Theewaterskloof Municipality, and to make provision for internal arrangements and matters in connection therewith.

DISCUSSION

The By-law on the Rules of Order for the Internal Arrangements of the Municipal Council of Theewaterskloof Municipality was amended in its totality and will be named the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality, if it is approved by Council.

The Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality makes provision for physical-; virtual- or hybrid meetings.

Rule 37(3) which reads as follows must be noted: "If an item, motion or question was put before, and refused by, the Council, a similar item, motion or question may not be put before the Council until a period of three months has lapsed, unless the Council directs otherwise.

FINANCIAL IMPLICATIONS

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Schedule 7 of the Structures Amendment Act, 2021 (Act 3 of 2021)
 Local Government: Municipal Structures Act, 1998 (Act 117 of 1998)
 Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)
 Constitution of the Republic of South Africa, 1996

RISK MANAGEMENT IMPLICATIONS

None

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended:

1. That the By-law on the Rules of Order for the Internal Arrangements of the Municipal Council as promulgated in Provincial Gazette Extraordinary No. 7568 dated 22 February 2016, be revoked.
2. That Council approves the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.

DISCUSSION DURING THE MEETING:

- In-committee information to the media must be curbed in the rules of order.
- In-committee meetings must only be physical and not virtual.
- All in-committee agenda's must be printed, distributed at the start of the meeting and handed in afterwards.
- Physical meeting vs hybrid meeting – we cannot allow people to attend virtual if the meeting is scheduled as a physical meeting. If you cannot attend the meeting physically, then you are not part of the meeting.
- The Speaker must allow councillors more time to caucus on the agenda-items.
- The In-committee meeting agendas will be discussed in the Speaker Whip Forum Meeting and a recommendation be formulated for inclusion in the Rules of Order for meetings of Council and Committee of Theewaterskloof Municipality.

RECOMMENDATION BY WORKSHOP TO COUNCIL: 10 APRIL 2025

It is recommended:

1. That the By-law on the Rules of Order for the Internal Arrangements of the Municipal Council as promulgated in Provincial Gazette Extraordinary No. 7568 dated 22 February 2016, be revoked.
2. That Council approves the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.
3. That the In-Committee Meeting Agendas will be discussed at the Speaker Whip Forum Meeting and a recommendation be formulated for inclusion in

the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.

RECOMMENDATION TO COUNCIL:

It is recommended:

- 1. That the By-law on the Rules of Order for the Internal Arrangements of the Municipal Council as promulgated in Provincial Gazette Extraordinary No. 7568 dated 22 February 2016, be revoked.**
- 2. That Council approves the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.**
- 3. That the outcome of the discussion regarding the In-Committee Agendas be included in the rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.**

DISCUSSION DURING MEETING:

Alderman S Fredericks indicated that the matter regarding the In-Committee Agenda-item(s) distribution to the media must be dealt with in another way e.g. the Social Media Policy; the Code of Conduct for Councillors and Officials, etc. and not as part of the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Councillor J Smit, it was resolved as follows:

- 1. That the By-law on the Rules of Order for the Internal Arrangements of the Municipal Council as promulgated in Provincial Gazette Extraordinary No. 7568 dated 22 February 2016, be revoked.**
- 2. Council approves the Rules of Order for meetings of Council and Committees of Theewaterskloof Municipality.**

For finalization by the Manager: Corporate Services, Ms. M Faul.

ITEM TITLE

C95/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: WARD COMMITTEE SYSTEM: REPORT ON COMPOSITION OF WARD COMMITTEES PER WARD AND RE-ESTABLISHMENT OF WARD 10

[English version of the report is the original]

FILE NUMBER

3/4/R

AIM OF REPORT

To provide Council with a report in respect of vacancies per ward and the amendment of the Compilation per ward in the Theewaterskloof Municipality.

BACKGROUND

Ward Committees play an active and important role to enhance participatory governance in Theewaterskloof Municipality and it has become increasingly important in the management of ward committees to:

- Demonstrate the involvement of ward committees in the affairs of the Council.
- Be able to effectively monitor and evaluate the performance of local ward committees in the Theewaterskloof Municipal area.

It is important for ward committees not only to attend scheduled ward committee meetings, but also to be actively involved in the affairs of Council and also to be the link between Council and the Community. Ward Committee members need to fulfil their role in terms of mandate meetings on a quarterly basis. It has also become evident that in certain wards, there is an occurrence of vacancies that cannot be filled over a long period of time. Therefore Council need to review the compilation of the wards and also decide whether these vacancies should be filled.

DISCUSSION

This Office of the Speaker conducted an assessment regarding the vacancies and challenges that is currently experienced per ward. The assessment included discussions with Ward Councillors and Town Managers. A report in terms of these discussions is attached hereto as Annexure A.

This report includes the vacancies per ward, except Ward 1 and also entails recommendations on the composition per ward based on the challenges addressed in Annexure A.

Ward 2

- Consisted of 2 Vacancies which includes Sport and Boschmanskloof.

- It was recommended that the Sport Sector remains on the ward committee.
- It was further recommended that the vacancy of Boschmanskloof not be filled and that Boschmanskloof be removed as a Geographical representative on the ward committee of ward 2.
- It is further recommended that Ward 2's composition be amended as follows and that it consists of 9 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Greyton • Bereaville • Voorstekraal • Genadendal • Heuwelkroon 	<ul style="list-style-type: none"> • Sport • Agriculture • Greyton Council • Genadendal Transformation Committee
Total: 9 Committee members	

Ward 3

- Consisted of 2 Vacancies which includes Sport and Tesselaarsdal.
- It was recommended that the Sport Sector be removed from the ward committee.
- It was further recommended that the vacancy of Tesselaarsdal be filled.
- It is further recommended that Ward 2's composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Riemvasmaak d) Tesselaarsdal 	<ul style="list-style-type: none"> • Business • Religion • Education • Gender Based Violence • Tourism • Welfare
Total: 8 Committee members	

Ward 4

- Consisted of 4 Vacancies which includes Tourism, Sport, Traditional Group and Myddleton.
- It was recommended that the Tourism Sector remains on the ward committee and be filled by Beyond Black Mountain.
- It was further recommended that Traditional Group be engaged to fill their vacancy.
- It was further recommended that the vacancy of Myddleton be filled.
- It was further recommended that the Sport Forum be replaced by the Caledon Ratepayers Association.
- It is further recommended that Ward 4's composition be amended as follows and that it consists of 9 Committee members:

Geographical Seats	Sectoral Seats
--------------------	----------------

<ul style="list-style-type: none"> • Vlei view • Myddleton 	<ul style="list-style-type: none"> • Gender Based Violence • Welfare • Tourism • Religion • Traditional Group • Informal Traders • Media • Caledon Rate Payers Association
Total: 10 Committee members	

Ward 5

- Consisted of 4 Vacancies which includes Kaaimansgat, Southfield and Radyn and Villiersdorp Ratepayers Association.
- It was recommended that the South Field and Radyn be replaced by the Sport Sector.
- It was further recommended that the vacancy of Kaaimansgat not be filled and that Kaaimansgat be removed as a Geographical representative on the ward committee of ward 5.
- It was further recommended that the vacancy of Villiersdorp Ratepayers Association not be filled and that Ratepayers Association be removed as a Sectoral representative on the ward committee of ward 5.
- It is further recommended that Ward 5's composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Phukom/ New France 	<ul style="list-style-type: none"> • Security • Agriculture • Welfare • Tourism • Religion • Londani Foundation • Sport
Total: 8 Committee members	

Ward 6

Consisted of 2 Vacancies which includes Goniwe Park and West Side.

- It was recommended that the vacancies not be filled.
- It is further recommended that Ward 6's composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
--------------------	----------------

<ul style="list-style-type: none"> • Extension 11 and 7 • Nuwedorp 	<ul style="list-style-type: none"> • Health • Sport • Youth Café • Abaqua San Royal • Religion • Security
Total: 8 Committee members	

Ward 7

- Consisted of 2 Vacancies which includes Diepgat and Lebanon.
- It was recommended that the Lebanon vacancy be filled.
- It was further recommended that the vacancy of Diepgat not be filled and that Diepgat be removed as a Geographical representative on the ward committee of ward 7.
- It is further recommended that Ward 7's composition be amended as follows and that it consists of 9 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Botriver Town • New France • Botriver Landgoed • Lebanon • Larenbosch 	<ul style="list-style-type: none"> • Education • BCC • Small Farmers • Sport
Total: 9 Committee members	

Ward 8

- Consisted of 4 Vacancies which includes Grabouw Business, Grabouw Taxi Association, Siphila Sonke and Kgotsong
- It was recommended that Siyanyanzela 1 replace Siyanyanzela.
- It was recommended that Siyanyanzela 2 replace Siphila Sonke Sector.
- It was recommended that Iraq/ Rooidakke 1 replace Iraq/ Rooidakke.
- It was recommended that Iraq/ Rooidakke 2 replace Grabouw Business.
- It was recommended that the Religion sector replaces the Grabouw Taxi Association.
- It was further recommended that the vacancy of Kgotsong be filled.
- It is further recommended that Ward 8's composition be amended as follows and that it consists of 9 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Siyanyanzela 1 • Siyanyanzela 2 • Iraq/ Rooidakke 1 • Iraq/ Rooidakke 2 • Zola and Marikana 	<ul style="list-style-type: none"> • Grabouw Kids Heaven • Elgin Ratepayers • LDAC • Religion
Total: 9 Committee members	

Ward 9

- Consisted of 3 Vacancies which includes Nuweberg, Graymead and Radyn.
- It was recommended that the Nuweberg Area be removed from the ward committee.
- It was further recommended that the Graymead Area be removed from the ward committee.
- It was further recommended that the vacancy of Education be filled.
- It was further recommended that the Ward 9 Composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Destiny • Benooke 	<ul style="list-style-type: none"> • EGVV • Education • Health • Farm workers Association • Security • Religion
Total: 8 Committee members	

Ward 10

- Ward 10 should be re-established
- It is further recommended that Ward 10's composition be amended as follows and that it consists of 6 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • De Valley Road 1 • Arrieskraal 1 • Highlands Road • Molteno • Appletiser Road 	<ul style="list-style-type: none"> • EGVV
Total: 6 Committee members	

Ward 11

- Consisted of 3 Vacancies which includes Grabouw taxi association, Grabouw Business, Grabouw Marjorette.
- It was recommended that the Grabouw Taxi Association replaced by the CBD Geographical area.
- It was further recommended that the vacancy of Business not be filled and that Grabouw Business be removed as a Sectoral representative on the ward committee of ward 11.
- It was further recommended that the vacancy of Grabouw Marjorette be filled.
- It is further recommended that Ward 11's composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
--------------------	----------------

<ul style="list-style-type: none"> • Beverly Hills • Waterworks • Klipkop • CBD 	<ul style="list-style-type: none"> • Helderberg Stroke • The Mini Park • LDAC • Grabouw Marjorette
Total: 8 Committee members	

Ward 12

- Consisted of 2 Vacancies which includes Grabouw Taxi Association and Melrose Place.
- It was recommended that the Melrose Place vacancy be filled by the Secondi.
- It was further recommended that the Grabouw Taxi Association sector be filled.
- It is further recommended that Ward 12's composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Xola Naledi • Applethwaite • Snake Park • Melrose Park 	<ul style="list-style-type: none"> • Siphila Sonke • Eluxolweni Organisation • LDAC • Religion • Soulfood Organisation • Grabouw Taxi Association
Total: 10 Committee members	

Ward 13

- Consisted of 5 Vacancies which includes Siphila Sonke, Educare, Grabouw Taxi Association, Waterwese, Melrose Place.
- It was recommended that the Waterwese vacancy be filled.
- It was further recommended that the Melrose Place vacancy be filled.
- It was recommended that the Little Folks Daycare vacancy be filled.
- It is further recommended that Ward 13's composition be amended as follows and that it consists of 8 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Waterwese • Melrose Place • Dennekruin • Bosbou • Siteview 	<ul style="list-style-type: none"> • Littlefolks Daycare • LDAC • Religion • Siphila Sonke
Total: 8 Committee members	

Ward 14

- Consisted of 3 Vacancies which includes Educare, Pineview North, Small Business.
- It was recommended that the Pineview North vacancy be filled.
- It was further recommended that the vacancy of Educare not be filled and that Educare be removed as a Geographical representative on the ward committee of ward 14.
- It was further recommended that the vacancy of Small Business not be filled and that the Small Business Sector be removed as a Sectoral representative on the ward committee of ward 14.
- It is further recommended that Ward 14's composition be amended as follows and that it consists of 7 Committee members:

Geographical Seats	Sectoral Seats
<ul style="list-style-type: none"> • Upper Pineview North • Pineview and Elfco • City Council 	<ul style="list-style-type: none"> • LDAC • Helderberg Stroke • Elgin Ratepayers • Grabouw Sport
Total: 7 Committee members	

FINANCIAL RESPONSIBILITIES

As per budget allocation.

LEGAL RESPONSIBILITIES

- The Constitution of RSA
- Local Government: Municipal Structures Act No 117 of 1998
- Local Government: Municipal Systems Act No 32 of 2000
- Theewaterskloof Municipality Ward Committee Policy

RISK MANAGEMENT IMPLICATION

None

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended:

1. That Council notes the content of the report.
2. That all ward committee vacancies be filled by 30 June 2025 as reflected in the Report.
3. That the Ward 10 Committee be re-established by 30 June 2025.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Alderman MR Nongxaza, it was resolved as follows:

1. **Council noted the content of the report.**
2. **That all ward committee vacancies be filled by 30 June 2025 as reflected in the Report.**
3. **That the Ward 10 Committee be re-established by 30 June 2025.**
4. **That the non-performance of Ward Committee Members in Sectoral and Geographical Areas be addressed by the Office of the Speaker.**

For finalization by the Manager: Corporate Services, Ms. M Faul.

ITEM TITLE

**C96/2025 DIRECTORATE TECHNICAL- AND INFRASTRUCTURE
IMPLEMENTATION SERVICES: REPORTING ON PERFORMANCE
OF CONTRACTORS: OCTOBER – DECEMBER 2024**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/5

PURPOSE / AIM OF REPORT

To present a report to Council in terms of the contract and performance management of the Technical- and Infrastructure Implementation Services Departments contractors for the period from October – December 2024 to ensure the municipality receives value for money and that contracts are completed on time and within the approved budget.

BACKGROUND

S116 (2) of the Municipal Finance management Act (No.56 of 2003) states that:

The accounting officer of a municipality or municipal entity must –

1. take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality of municipal entity is properly enforced;
2. monitor on a monthly basis the performance of the contract under the contract or agreement;
3. establish capacity in the administration of the municipality or municipal entity –
 - (i) to assist the accounting officer in carrying out the duties set out in paragraphs (a) and (b); and
 - (ii) to oversee the day-to-day management of the contract or agreement; and
4. regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

Reporting pattern of Technical- and Infrastructure Implementation Services:

Department:	October 2024	November 2024	December 2024
Technical- and Infrastructure Implementation Services	Submitted	Submitted	Submitted

Find attached checklists consisting of the summaries done for the Directorate Technical- and Infrastructure Implementation Services.

No blockages occurred.

COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER

Noted

COMMENTS FROM THE DIRECTORATE FINANCE

None

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

Noted

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Recommendation is supported

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Can be found in checklists attached as Annexures. It can be costly to the municipality if reporting is not done correctly.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE TECHNICAL- AND INFRASTRUCTURE IMPLEMENTATION SERVICES COMMITTEE TO THE EMC: 01 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor V Papier, and seconded by Alderman CC Clayton it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman M Plato-Mentoor and seconded by Alderman DA Appel, it was resolved as follows:

Council noted the report.

For finalization by the Acting Director: Technical & Infrastructure Implementation Services, Mr. N Kayser.

ITEM TITLE

**C97/2025 DIRECTORATE COMMUNITY SERVICES: DEPARTMENT DISASTER
MANAGEMENT AND ENVIRONMENTAL AFFAIRS: DISASTER RISK
MANAGEMENT FRAMEWORK FOR THEEWATERSKLOOF
MUNICIPALITY**

[English version of the report is the original]

FILE NUMBER

17/4/B

PURPOSE OF REPORT

The purpose of the report is to present the Disaster Risk Management Framework for Theewaterskloof Municipality to Management for approval as prescribed in Section 42 of the Disaster Management Act No. 57 of 2002.

BACKGROUND

The National Disaster Management Framework comprises four key performance areas (KPA's) and three supportive enablers required to achieve the objectives set out in the KPA's. The KPA's and enablers are informed by specified objectives and, as required by the Act, key performance (KPA's) to guide and monitor progress. In addition, each KPA and enabler concludes with a list of guidelines that will be disseminated by the NDMC to support the implementation of the framework in all three spheres of government.

Key Performance Area 1 focuses on establishing the necessary institutional arrangements for implementing disaster risk management within the national, provincial and municipal spheres of government. It specifically addresses the application of the principle of cooperative governance for the purposes of disaster risk management. It also emphasises the involvement of all stakeholders in strengthening the capabilities of national, provincial and municipal organs of state to reduce the likelihood and severity of disasters. KPA 1 describes processes and mechanisms for establishing co-operative arrangements with international role players and countries within Southern Africa.

Key Performance Area 2 addresses the need for disaster risk assessment and monitoring to set priorities, guide risk reduction action and monitor the effectiveness of our efforts. Although

South Africa faces many different types of risk, disaster risk specifically refers to the likelihood of harm or loss due to the action of hazards or other external threats on vulnerable structures, services, areas, communities and households. KPA 2 outlines the requirements for implementing disaster risk assessment and monitoring by organs of state within all spheres of government.

Key Performance Area 3 introduces disaster risk management planning and implementation to inform developmentally-oriented approaches, plans, programmes and projects that reduce disaster risks. KPA 3 addresses requirements for the alignment of disaster management frameworks and planning within all spheres of government. It also gives particular attention to the planning for and integration of the core risk reduction principles of prevention and mitigation into ongoing programmes and initiatives.

Key performance area 4 presents implementing priorities concerned with disaster response and recovery and rehabilitation. KPA 4 addresses requirements in the Act for an integrated and co-ordinated policy that focuses on rapid and effective response to disasters and post- disaster recovery. When a significant event or disaster occurs or is threatening to occur, it is imperative that there must be no confusion as to roles and responsibilities and the necessary procedures to be followed. KPA 4 describes measures to ensure effective disaster response, recovery and rehabilitation planning.

DISCUSSION

The Council of each metropolitan, municipality and district municipality must establish institutional capacity for disaster risk management in its area. Such arrangements must be consistent with national and provincial arrangements and must provide the appropriate mechanisms to allow for the application of co-operative governance to facilitate both intergovernmental and municipal interdepartmental relations as well as community participation for the purposes of disaster risk management.

The Municipal DMC is the primary functional unit for disaster risk management in metropolitan, municipal and district municipalities. It must provide direction for the implementation of disaster risk management policy and legislation and the integration and co-ordination of municipal disaster risk management activities and priorities in order to ensure that national and provincial objectives are achieved. In addition, a key function of the MDMC is to provide support to the National DMC and the relevant Provincial DMC.

In the event of a disaster occurring or threatening to occur, the MDMC must provide support and guidance to the relevant sub-administrative units in the case of metropolitan municipalities and to local municipalities in the case of district municipalities. Furthermore, it must mobilise municipal infrastructure and all other available resources to support local disaster risk management resources.

Institutional arrangements for disaster risk management in metropolitan and district municipalities must be consistent with the National Disaster Management Framework and the applicable provincial disaster management framework.

Key responsibilities of the MDMC s to:

- establish and maintain institutional arrangements that will enable the implementation of the Act

- implement measures to develop progressive risk profiles to inform the IDP processes of municipalities for the purposes of disaster risk reduction and to determine the effectiveness of specific disaster risk reduction programmes and projects undertaken
- facilitate the development, implementation and maintenance of disaster risk reduction strategies that will result in resilient areas, communities, households and individuals
- monitor the integration of disaster risk reduction initiatives with development plans
- develop and implement a comprehensive information management and communication system that is consistent with arrangements established by the NDMC and PDMCs
- facilitate the development of response and recovery plans to ensure rapid and effective response to disasters that are occurring or are threatening to occur and to mitigate the effects of those disasters that could not have been prevented or predicted
- submit copies of its disaster risk management plans to the NDMC, the PDMC, neighbouring disaster management centres and, where applicable, disaster risk management entities in neighbouring countries
- develop and implement mechanisms for creating public awareness to inculcate a culture of risk avoidance
- facilitate and promote disaster risk management education, training and research in the municipality
- implement and maintain dynamic disaster risk management monitoring, evaluation and improvement programmes
- measure performance to evaluate effectiveness of disaster risk management and risk reduction initiatives and submit copies of evaluation reports to the NDMC and the PDMC
- monitor compliance in the municipal area with the key performance indicators outlined in the disaster management framework
- make recommendations regarding the funding of disaster risk management in the municipal area and the initiation and facilitation of efforts to make such funding available.

Attached to the report as Annexure A is the Disaster Management Framework that include all the legislative requirements as prescribed by the DMA.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Recommendation is noted and supported.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING (HUMAN SETTLEMENT)

The Framework must be accompanied with SOP

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

The framework is supported for submission, and the proposed establishment institutional capacity to support its implementation.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (PUBLIC SAFETY)

That the Disaster Risk Management Framework be approved by Management and that the framework be workshopped.

COMMENTS FROM THE TOWN MANAGER: CALEDON/TESSELAARSDAL

This Item is supported as this is one of the Municipality's key focus areas.

COMMENTS FROM THE TOWN MANAGER: GRABOUW

Report noted

COMMENTS FROM THE TOWN MANAGER: RIVIERSONDEREND

Support recommendation

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

The financial contribution during risks and disaster when occur.

LEGAL IMPLICATIONS (ITEM AUTHOR)

The Act requires all organs of state to determine levels of risk and assess their vulnerability to these risks in order to implement disaster risk reduction strategies. Initial expenditure on disaster risk assessments can be offset by long-term benefits accruing from well-designed risk reduction measures.

COMMENTS FROM INTERNAL AUDIT

The Disaster Risk Management Framework for Theewaterskloof Municipality is supported, however;

1. Council's approved that the Business Continuity Framework be cancelled to prevent confusion.
2. That the Municipal Manager (or his/her delegated) be appointed as the head of DRMC as the MM is the accountable officer of the municipality.
3. It is recommended that Council should in the case of a disaster, consider and declare such in an urgent meeting before the DRMC start acting in terms of this policy.
4. Resources should be listed under Additional Comments from the item author for budget purposes if such requirements are not in place, e.g. electronic specialist GIS-based system/applications.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

If the risks are not managed it leads to vulnerability in the community.

COMMENTS FROM LEGAL SERVICES

The recommendation is supported.

COMMENTS FROM RISK MANAGEMENT

Noted the content of the item.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that the Disaster Risk Management Framework be approved by Management.

RESOLVED BY MANAGEMENT: 24 JANUARY 2025

Management resolved that the agenda-item be referred to all the directorates for their inputs/comments and resubmission to Management for discussion.

1. Agenda-item referred back.
2. For finalization by the Deputy Director: Public Safety, Mr N Arendse.

COMMENTS FROM ITEM AUTHOR:

Comments of Directorates included in the report.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that the Disaster Risk Management Framework be approved by Management.

**RECOMMENDATION BY MANAGEMENT TO COMMUNITY SERVICES
PORTFOLIO: 06 MARCH 2025**

It is recommended that the Disaster Risk Management Framework be approved by Council.

RECOMMENDATION BY THE COMMUNITY SERVICES COMMITTEE TO THE EMC: 01 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That the Disaster Risk Management Framework be approved by Council.

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman C Clayton and seconded by Alderman M Plato-Mentoor, it was recommended as follows:

That the Disaster Risk Management Framework be approved by Council and submitted thereafter to a Council Policy Workshop.

RECOMMENDATION TO COUNCIL:

It is recommended that the Disaster Risk Management Framework be approved by Council and submitted thereafter to a Council Policy Workshop.

RECOMMENDATION BY COUNCIL TO WORKSHOP: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor Y van Tonder and seconded by Councillor D Jacobs, it was resolved as follows:

- 1. Council approves the Disaster Risk Management Framework.**
- 2. That the Disaster Risk Management Framework be referred to a Workshop of Council for discussion.**

ITEM TITLE

**C98/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT LOCAL ECONOMIC DEVELOPMENT: REVISION OF
THE TOURISM STRATEGY FOR THEEWATERSKLOOF
MUNICIPALITY**

[English version of the report is the original]

FILE NUMBER

17/16/1/3

PURPOSE OF REPORT

The aim of this item is for council to provide comments and input on the preliminary analysis of the tourism strategy and the tourism framework at Theewaterskloof Municipality.

BACKGROUND

Theewaterskloof Municipality recognizes tourism as a key factor in promoting economic development. The industry has the ability to generate much needed job opportunities for residents and various primary stakeholders active in tourism such as in accommodation, food & beverage services, tour guiding and artisanal crafts. Urban-Econ Development Economists (Pty) Ltd was appointed through the supply chain management process as the service provider responsible to review the tourism strategy for Theewaterskloof Municipality.

DISCUSSION

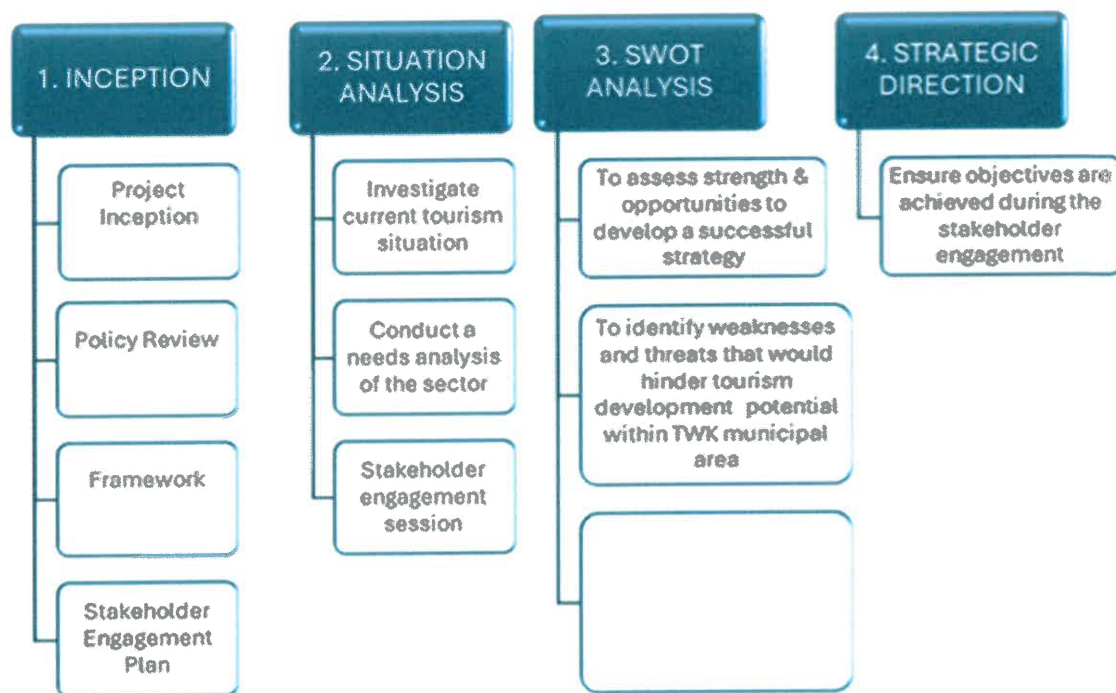
The Municipality has realised that tourism has a potential and is a vital factor for economic development. This is detailed tourism strategy whose aim is to outline initiatives to educate and empower local communities, encouraging their active involvement in the tourism industry. Furthermore, the strategy offers a framework for infrastructure projects intended to enhance overall experience for visitors. These projects might involve improvements of transportation systems, upgrades to public spaces, and the conservation of cultural and natural heritage sites. Such investments would not only address tourist needs but also improve the quality of life for residents.

The working group discussion with Senior Management within the municipality about the tourism strategy focused on several key initiatives to rejuvenate and stimulate the local tourism sector. Management suggested a diverse approach that include boosting tourism representation and marketing initiatives, alongside providing municipal assistance to the tourism industry. This support is crucial for overcoming various challenges encountered by the tourism sector, challenges such as the requirement for enhanced tourism signage and the rise of new tourism markets, such as conferences, weddings and adventure tourism.

A major concern raised during the discussion was how town planning challenges impact investments in tourism. Moreover, the general maintenance of towns and the safety of these areas, which are currently experiencing deterioration, as some of the factors that influence the areas appeal to prospective tourists. Therefore, the strategy encourages cooperation among internal municipal departments to effectively tackle the issues as a collective.

The conversation also highlighted the need to preserve natural resources such as Caledon wildflower garden. The flower garden has the potential to attract visitors, and to ensure the safety of tourist during outdoor activities such as mountain biking and hiking, both of which are essential for long-term tourism sustainability. A suggestion for a comprehensive tourism audit was made to assess the existing tourism infrastructure. Additionally, engaging cultural leaders and promoting heritage tourism and local events were considered vital for enriching the tourist experience and involving the community. To cultivate a successful tourism sector requires initiatives that aimed at developing the local economy, and enhancing skills development, and forming partnerships with tourism organisations such as FEDHASA (Federated Hospitality Association of Southern Africa) and CATHSETA (Culture, Arts, Tourism, Hospitality, and Sport Education Training Authority) would also be explored. These alliances could promote resource sharing and lend support to local businesses operating in tourism.

In summary, the proposal from management illustrates a strategic vision aimed not to just at enhancing tourism but also at fostering a sustainable economic environment that benefits both visitors and residents alike. The tourism strategy is following the below methodology



As part of the consultation process with all the primary stakeholders we aim to get more insight and solicit input in the development the tourism strategy.

Doing presentation to council is to get support and be guided in alignment of the tourism activities and projects towards the municipal strategic objectives and goals reflected in the municipal IDP document.

The expected outcomes from the presentation that:

- e) Council to take note of the tourism situation analysis in Theewaterskloof area.
- f) Input is solicited from Council on the findings as per situation analysis that would assist to improve and develop tourism in Theewaterskloof municipal Area.
- g) Understand the importance of private -public partnership in tourism development.

Implementation priorities to be considered to address tourism challenges as per draft strategy.

- Establish a tourism working committee
- Develop a comprehensive tourism database
- Tourism Audit
- Enhance tourism signage
- Enhance community-based tourism
- Leverage Agri - tourism opportunities
- Establish a strong tourism brand for Theewaterskloof
- Promote cultural & heritage tourism

Attached hereto Annexure 1: Draft Tourism Strategy for discussion with council to obtain input to the finalisation of the revision of the tourism strategy aligned to Councils Strategic Objectives.

COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER

The recommendations are supported.

COMMENTS FROM THE DIRECTORATE FINANCE

The strategy will assist the municipality in their Revenue enhancement strategy however key action plans that are achievable need to be developed with set timeliness.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Content of the report is noted.

COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES

Noted the content of the item.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING (HUMAN SETTLEMENT)

Draft Tourism Strategy is supported for submission to a Council Policy Workshop.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Draft Tourism Strategy is supported for submission to a Council Policy Workshop.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None, as the process is a continuation of the appointment which was done in line with the supply chain management process.

LEGAL IMPLICATIONS (ITEM AUTHOR)

As per legal framework guiding tourism in South Africa, i.e. Constitution of South Africa, Section 152 and 153, The National Tourism Act (2014), the National Tourism Implementation Plan, The Western Cape Tourism Act.

COMMENTS FROM INTERNAL AUDIT

No comments.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

In absence of a revised tourism plan addressing the current situation may lead to the municipality and external stakeholders not capitalising on the benefits of tourism. Furthermore, the lack of an updated "roadmap" for tourism leads to tourism development and promotion being addressed in an ad-hoc manner which is not beneficial to the local area.

COMMENTS FROM LEGAL SERVICES

The item is supported.

COMMENTS FROM RISK MANAGEMENT

Noted the content of the item.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council provides comments and review the development of the tourism strategy situation analysis and framework for Theewaterskloof Municipal area to ensure alignment to the municipal strategic objectives and goals reflected in the municipal IDP document.

RECOMMENDATION BY MANAGEMENT TO COUNCIL WORKSHOP: 06 MARCH 2025

It is recommended that Council provides comments and review the development of the tourism strategy situation analysis and framework for Theewaterskloof Municipal area to ensure alignment to the municipal strategic objectives and goals reflected in the municipal IDP document.

DISCUSSION DURING THE WORKSHOP:

Councillor CA Benjamin

- In terms of the profiling, need to relook at Tesselaarsdal to ensure that we can have a clear/true reflection of the area.

Councillor MR Nongxaza

- Funding for tourism must be included in the Budget Funding Plan.

Alderman BB Mkhwibiso

- Need to find out by each town what is their need.
- All our local people must perform their talent.

RECOMMENDATION BY WORKSHOP TO COUNCIL: 10 APRIL 2025

It is recommended that Council review the development of the tourism strategy situation analysis and framework for Theewaterskloof Municipal area to ensure alignment to the municipal strategic objectives and goals reflected in the municipal IDP document.

RECOMMENDATION TO COUNCIL:

It is recommended that Council provides comments and review the development of the tourism strategy situation analysis and framework for Theewaterskloof Municipal area to ensure alignment to the municipal strategic objectives and goals reflected in the municipal IDP document.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Alderman MR Nongxaza, it was resolved as follows:

That the agenda-item be referred back and that the restoration of the local tourism offices be included in the strategy as well as the funding thereof in the budget.

1. *Agenda-item be withdrawn.*
2. *For finalization by the Acting Director: Economic Development and Planning, Mr E Shortles.*

ITEM TITLE

**C99/2025 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN
MANAGEMENT: REPORTING ON PERFORMANCE OF
CONTRACTORS: 3rd QUARTER – JANUARY, FEBRUARY AND
MARCH 2025**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/3

PURPOSE OF REPORT

To present a report to Council in terms of the contract and performance management of the Financial Departments contractors for the period from January, February and March 2025

BACKGROUND

S116 (2) of the Municipal Finance management Act (No.56 of 2003) states that: The accounting officer of a municipality or municipal entity must —

1. take all reasonable steps to ensure that a contract or agreement procured through" the supply chain management policy of the municipality of municipal entity is properly enforced;
2. monitor on a monthly basis the performance of the contract under the contract or agreement;
3. establish capacity in the administration of the municipality or municipal entity —
 - (i) to assist the accounting officer in carrying out the. duties set out in paragraphs (a) and (b); and
 - (ii) to oversee the day-to-day management of the contract or agreement; and
4. regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

Reporting pattern of the Financial Department:

Department:	January 25	February 25	March 25
Financial Services	Submitted	Submitted	Submitted

- Please note that no blockages occurred.

Find attached checklists consisting of the summaries done for the various departments.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Can be found in checklists attached as Annexure A. It can be costly to the municipality if reporting is not done correct.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor C Cloete and seconded by Councillor CA Benjamin it was recommended as follows:

That Council takes cognisance of the report

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously resolved as follows:

Council noted the report.

For finalization by the Director: Finance, Mr P Mabhena.

ITEM TITLE

**C100/2025 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN
MANAGEMENT: DEVIATION REPORT: ADENCO CONSTRUCTION
CORRECTED AMOUNT OF DEVIATION 5300776 (NOVEMBER 2024)**

[English version of the report is the original]

FILE NUMBER

6/3/3/6

PURPOSE OF REPORT

To present a report to Council consisting of the correction for deviation (5300776) Adenco Construction (Pty) Ltd., in November 2024. The amount that was reported to Council was R 35 764.98. The correct amount is R 48 483.65 that needs to be reported.

BACKGROUND

(1) The Accounting Officer may –

- a) dispense with the official procurement processes established by this Policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –
 - (i) in an emergency; (An emergency is an unforeseeable sudden event with harmful or potential harmful consequences for the municipality which requires urgent action to address.)

Circumstances that warrant emergency dispensation, includes but are not limited to –

- a) the possibility of human injury or death,
- b) the prevalence of human suffering or deprivation of rights,
- c) the possibility of damage to property, or suffering and death of livestock and animals, the interruption of essential services, including transportation and communication facilities or support services critical to the effective functioning of the municipality as a whole, the possibility of serious damage occurring to the natural environment,
- d) the possibility that failure to take necessary action may result in the municipality not being able to render an essential community service,
- e) the possibility that the security of the state could be compromised.

The prevailing situation, or imminent danger, should be of such a scale and nature that it could not readily be alleviated by interim measures, in order to allow time for the formal tender process.

- (i) if such goods or services are produced or available from a single source or sole provider only (as per definition);
- (ii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- (iii) acquisition of animals for zoos and/or nature and game reserves; or
- (iv) in any other exceptional case where it is impractical or impossible to follow the official procurement processes;
- (v) ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids; and
- b) ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

DISCUSSION

The report in terms of subparagraph 36(1)(a) can be found attached. Also note that the Accounting Officer did not ratify minor breaches of the procurement process in terms of subparagraph 36(1)(b).

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attachment.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Regulation 36 of the Supply Chain Management Policy.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor H Linnerts and seconded by Councillor V Papier it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman M Plato-Mentoor and seconded by Councillor CT Cloete, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman MR Nongxaza and seconded by Alderman S Fredericks, it was resolved as follows:

- 1. That the agenda-item be referred back and that a detailed explanation be given regarding the difference between R 35 764.98 and R48 483.65.**
 - 2. That the agenda-item also be referred to the Municipal Public Accounts Committee for consideration.**
-
- 1. Agenda-item be referred back.*
 - 2. For finalization by the Director: Finance, Mr P Mabhena.*

ITEM TITLE

**C101/2025 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN
MANAGEMENT: DEVIATION REPORT FOR MARCH 2025**

[English version of the report is the original]

FILE NUMBER

6/3/3/6

PURPOSE OF REPORT

To present a report to Council consisting of the reasons for deviating in terms of subparagraphs 36(1)(a) and (b) of the SCM Policy for the month of March 2025.

BACKGROUND

(1) The Accounting Officer may –

- a) dispense with the official procurement processes established by this Policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –
 - (i) in an emergency; (An emergency is an unforeseeable sudden event with harmful or potential harmful consequences for the municipality which requires urgent action to address.)

Circumstances that warrant emergency dispensation, includes but are not limited to –

- a) the possibility of human injury or death,
- b) the prevalence of human suffering or deprivation of rights,
- c) the possibility of damage to property, or suffering and death of livestock and animals, the interruption of essential services, including transportation and communication facilities or support services critical to the effective functioning of the municipality as a whole, the possibility of serious damage occurring to the natural environment,
- d) the possibility that failure to take necessary action may result in the municipality not being able to render an essential community service,
- e) the possibility that the security of the state could be compromised.

The prevailing situation, or imminent danger, should be of such a scale and nature that it could not readily be alleviated by interim measures, in order to allow time for the formal tender process.

- (i) if such goods or services are produced or available from a single source or sole provider only (as per definition);

- (ii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- (iii) acquisition of animals for zoos and/or nature and game reserves; or
- (iv) in any other exceptional case where it is impractical or impossible to follow the official procurement processes;
- (v) ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids; and
- b) ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

DISCUSSION

The report in terms of subparagraph 36(1)(a) can be found attached. Also note that the Accounting Officer did not ratify minor breaches of the procurement process in terms of subparagraph 36(1)(b).

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attachment.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Regulation 36 of the Supply Chain Management Policy.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the deviation report for the month of March 2025.

RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor H Linnerts and seconded by Councillor V Papier it was recommended as follows:

That Council takes cognisance of the deviation report for the month of March 2025.

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman M Plato-Mentoor and seconded by Councillor CT Cloete, it was recommended as follows:

That Council takes cognisance of the deviation report for the month of March 2025.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the deviation report for the month of March 2025.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman DA Appel and seconded by Alderman S Fredericks, it was resolved as follows:

- 1. Council noted the deviation report for the month of March 2025.**
- 2. That a detailed plan and feasibility study regarding a mechanical workshop be compiled by the Directorate Corporate Services and Community Services and submit to Council for consideration.**

For finalization by the Director: Finance, Mr P Mabhena (point 1) and Deputy Director: Community Services, Mr J Barnard and Director: Corporate Services, Mr GW Hermanus (point 2).

ITEM HEADING

**C102/2025 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN
MANAGEMENT: 3rd QUARTER STORE REPORT – APRIL 2025**

[English version of the report is the original]

FILE NUMBER

6/1/1/2

PURPOSE OF REPORT

To present the stock take report on all stores for the period from 01 July 2024 to 02 April 2025 of the 2024/25 financial year.

BACKGROUND

With reference to Clause 39 of the Supply Chain Management Policy:

39. LOGISTICS MANAGEMENT

(1) The Accounting Officer must establish and implement an effective system of logistics management, which must include -

- a) the monitoring of spending patterns on types or classes of goods and services incorporating, where practical, the coding of items to ensure that each item has a unique number;
- b) the setting of inventory levels that includes minimum and maximum levels and lead times wherever goods are placed in stock;
- c) the placing of manual or electronic orders for all acquisitions other than those from petty cash;
- d) before payment is approved, certification by the responsible officer that the goods and services are received or rendered on time and is in accordance with the order, the general conditions of contract and specifications where applicable and that the price charged is as quoted in terms of a contract;
- e) appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased;
- f) regular checking to ensure that all assets including official vehicles are properly managed, appropriately maintained and only used for official purposes; and
- g) monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

With reference to Section 63 of the Municipal Finance Management Act (No. 56 of 2003):

S63. ASSET AND LIABILITY MANAGEMENT

- (1) The accounting officer of a municipality is responsible for the management of-
- a) the assets of the municipality, including the safeguarding and the maintenance of those assets; and
 - b) the liabilities of the municipality.
- (2) The accounting officer must for the purposes of subsection (1) take all reasonable steps to ensure-
- a) that the municipality has and maintains a management, accounting and information system that accounts for the assets and liabilities of the municipality;
 - b) that the municipality's assets and liabilities are valued in accordance with standards of generally recognized accounting practice; and
 - c) that the municipality has and maintains a system of internal control of assets and liabilities, including an asset and liabilities register, as may be prescribed.

DISCUSSION

An audit was conducted at all the respective stores in the Theewaterskloof Municipality by the SCM unit in conjunction with the store keepers. The 3rd quarter stock counts took place on 01 and 02 April 2025, for the various stores in the Theewaterskloof Municipal Area. The process followed when conducting the audit was the external audit process. The findings can be found attached to the Annexures and below is the summary of the audit:

The physical count sheets on all stores can be found attached to Annexure A and the summary of the audit findings for the 1st quarter for the 2024/25 financial year follows hereto:

Summary per Store 02 April 2025:

Description	Total Surplus "R"	Total Loss "R"
Caledon Electrical Store	-	• R 1 376.96
Grabouw General Store	-	-
Grabouw Water Store	-	-
Villiersdorp General Store	-	1.R 108.00
Villiersdorp Electrical Store	-	• R 15 900.96
Villiersdorp Water Store	R 1 857.96	a.14 125.72
Riversonderend General Store	-	1.R 393.11
Riversonderend Water Store	-	1.R 3 515.73

Genadendal General Store	-	-
Genadendal Water Store	R 28.82	1.R 307.62
TOTAL	R 1 886.78	• R 35 728.10

The above results indicate that the stores have a surplus of R 1 886.78 and a loss of (R 35 728.10) for the 3rd quarter stock take.

Reconciliation between General Ledger and Stores:

Description	General Ledger Total "R"	Store Total "R"	Difference "R"
TOTAL	R 8 660 151.42	R 8 660 151.43	0.01

Proof of counts and variances can be found attached.

FINANCIAL IMPLICATIONS

As Shown out.

LEGISLATIVE REQUIREMENTS

Regulation 39 of the Supply Chain Management Policy.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended:

1. That the Finance Portfolio Committee takes cognisance of the report.
2. That SCM conduct an investigation into the variances at the stores and to rectify it.

RECOMMENDATION BY THE FINANCE COMMITTEE TO THE EMC: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor CA Benjamin and seconded by Councillor V Papier it was recommended as follows:

1. The Finance Portfolio Committee noted the report and refer the report to the EMC and Council for cognizance.

2. That SCM conduct an investigation into the variances at the stores and to rectify it.
3. That a copy of the outcome of the investigation be distributed to all the Members of the Finance Portfolio Committee.

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor Y van Tonder and seconded by Councillor CT Cloete, it was recommended as follows:

1. The EMC noted the report and refer the report to Council for cognizance.
2. That SCM conduct an investigation into the variances at the stores and to rectify it.
3. That a copy of the outcome of the investigation be submitted to Council for consideration.

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That Council takes cognizance of the report.
2. That SCM conduct an investigation into the variances at the stores and to rectify it.
3. That a copy of the outcome of the investigation be submitted to Council for consideration.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman LM de Bruyn and seconded by Alderman MR Nongxaza, it was resolved as follows.

1. Council noted the report.
2. That SCM conduct an investigation into the variances at the stores and to rectify it.
3. That a copy of the outcome of the investigation be submitted to Council for consideration. (Previously this was also a Council Resolution but the outcome was not submitted to Council.)
4. That the supervision at the stores must be increased.

For finalization by the Director: Finance, Mr P Mabhena.

ITEM HEADING**C103/2025 DIRECTORATE FINANCE: THIRD QUARTER REPORT (JANUARY 2025 – MARCH 2025)**

[English version of the report is the original]

FILE NUMBER

5/16/R

PURPOSE / AIM OF REPORT

The purpose of this report is to inform the Council on the current financial state as of 31 March 2025.

BACKGROUND

Attached is the Financial Report for the month of March 2025, which reflects the implementation of the budget, and the state of the municipality's financial affairs.

The Financial Report consists of the following financial reports:

1. Executive Summary
2. Capital Expenditure
3. Operating Revenue and Expenditure
4. Cash and Investments
5. Borrowings
6. Grants
7. Debtors
8. Creditors

DISCUSSION

As per attached report.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attached report.

LEGAL IMPLICATIONS (ITEM AUTHOR)

The report for the third quarter (January 2025 – March 2025), prepared in terms of Section 71 of the Municipal Finance Management Act, Act 56 of 2003, is submitted to Council in terms of Section 52 (d) of the Municipal Finance Management Act, Act 56 of 2003 which reflects the implementation of the budget and the financial state of affairs of the municipality.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council notes the quarterly Budget Statement, Performance and supporting documentation as of 31 March 2025.

RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council notes the quarterly Budget Statement, Performance and supporting documentation as of 31 March 2025.

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council notes the quarterly Budget Statement, Performance and supporting documentation as of 31 March 2025.

RECOMMENDATION TO COUNCIL:

It is recommended that Council notes the quarterly Budget Statement, Performance and supporting documentation as of 31 March 2025.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Alderman DA Appel, it was resolved as follows:

1. Council noted the quarterly Budget Statement, Performance and supporting documentation as of 31 March 2025.
2. That a campaign be lodged by the Directorate Finance on the collection rate.
3. That the posters for the campaign also be provided to the Councillors for distribution.

4. That the Directorate Finance and the Department Electrical Services must look into the possibility that the Eskom areas become Theewaterskloof areas to increase debt collection.

For finalization by the Director: Finance, Mr P Mabhena (points 1 – 4) and Department Electrical Services (point 4).

ITEM HEADING**C104/2025 DIRECTORATE FINANCE: WITHDRAWALS FROM MUNICIPAL BANK ACCOUNTS: JANUARY - MARCH 2025**

[English version of the report is the original]

FILE NUMBER

5/15/R

PURPOSE / AIM OF REPORT

To report on specific withdrawal from municipal bank account in terms of the Local Government: Municipal Finance Management Act, 2003.

BACKGROUND

As per attached report.

DISCUSSION

A consolidated list of withdrawals in terms of Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003, during the quarter ending March 2025, is attached hereto.

The following information is supplementary to the list of withdrawals:

Section 11(1) (b): Expenditures that were authorised in terms of Section 26(4)

No withdrawals

Section 11(1) (c): Unforeseeable and unavoidable expenditures

No withdrawals

Section 11(1) (d): Withdrawals in respect of Trust, and so forth

No withdrawals

Section 11(1) (e): Overpayment of monies received on behalf of a person or state body

Withdrawals were made for conversion of drivers' licenses and CPA motor license monies. Complete details can be found on the list of withdrawals.

Section 11(1) (f): Monies erroneously deposited into bank account

No withdrawals

Section 11(1) (g): Guarantees, sureties and security deposits refunded

No withdrawals

Section 11(1) (h): Cash management and investments

No withdrawals

Section 11(1) (i): Increased expenditure in terms of Section 31

No withdrawals

Section 11(1) (j): Other purposes as prescribed

No withdrawals

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attached report.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Section 11(4) of the Local Government: Municipal Financial Management Act, 2003 reads as follows:

“The Accountable Officer must, within thirty (30) days after the end of every quarter-

- Table in the municipal council a consolidated report of all withdrawals made in terms of sub-section (1)(b) to (j) during the quarter, and
- Submit a copy of the report to the relevant provincial treasury and the Auditor-General”.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended:

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2025.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.

RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor CA Benjamin and seconded by Councillor H Linnerts it was recommended as follows:

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2025.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003

RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor CT Cloete and seconded by Councillor Y van Tonder, it was recommended as follows:

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2025.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2025.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously resolved as follows.

- 1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2025.**
- 2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.**

For finalization by the Director: Finance, Mr P Mabhena.

ITEM HEADING

**C105/2025 DIRECTORATE COMMUNITY SERVICES - OPERATIONS:
APPROVAL OF BUSINESS PLAN FOR PROJECTS IN
GENADENDAL, BEREAVILLE, BOSCHMANSKLOOF AND
HEUWELKROON**

[English version of the report is the original]

FILE NUMBER

16/3/3/4; 16/3/3/1; 16/3/3/2;

PURPOSE / AIM OF REPORT

The purpose of this report is to submit a Project Business Plan for approval by Council for projects in Bereaville, Genadendal, Boschmanskloof and Heuwelkroon that will be funded by the Department of Land Reform and Rural Development.

BACKGROUND

The Directorate Community Services took the opportunity to identify projects in communities and to submit Project Business Plans to the Department of Land Reform and Rural Development that will improve and enhance the living conditions of those communities. The purpose was to obtain grant funding from the Department to implement these projects.

DISCUSSION

The Department make contact with the Directorate to discuss the possible funding of projects that was submitted to them to be considered. The following projects were identify:

- Bereaville - New pathway giving access from Church Street to Long Street with a bridge crossing over a river stream.
- Genadendal - Construction of a gabion wall on the river bankment next to the local primary school/creche to prevent flooding to the property, and road repairs of the lower end of Berg Street.
- Boschmanskloof - New bridge crossing over the Scholtz River in Vlei Avenue that give access from Iris Avenue to Protea Avenue.
- Boschmanskloof and Heuwelkroon - New pathway in Park Street from Plantasie Avenue to Protea Avenue and the rehabilitation of the bridge crossing over the Scholtz River.

Delegates from TWK Administration and Genadendal Transformation Committee meet with a delegation from the Department and visit all the sites. From the discussions it was agreed that the initial Project Business Plan will be reviewed according to the possible projects that were discussed. The Department need a Council division that approves the Project Business Plan for submission to them. They will finally asses the projects for possible funding. The Department will appoint contractors through their own processes to implement the approved projects. After the completion of the projects, the Department will hand over the infrastructure to TWK to be maintained.

This projects is aligned with the IDP and it can be confirmed that no other grant funding are used or is available to fund these projects.

The Genadendal Transformation Committee were part of the proses to ensure their buy-in into this projects.

Attached to this report is the Project Business Plan with the project details.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

To be funded by the Department of Land Reform and Rural Development.

LEGAL IMPLICATIONS (ITEM AUTHOR)

To comply with all the legislation that is applicable to support the implementation of these projects.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

All role-players to agree with the projects for implementation.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council considers the Project Business Plan for approval and that the Plan be submitted to the Department of Land Reform and Rural Development for final consideration and approval of the projects.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor Y van Tonder and seconded by Councillor RL Mienies, it was resolved as follows:

Council approves the Project Business Plan and that the Plan be submitted to the Department of Land Reform and Rural Development for final consideration and approval of the projects.

For finalization by the Deputy Director: Community Services, Mr J Barnard.

ITEM HEADING

C106/2025 OFFICE OF THE MUNICIPAL MANAGER: CONSIDERATION OF CLOSING TIME OF THE MUNICIPAL OFFICES, TRAFFIC CENTERS AND LIBRARIES ON 02 MAY 2025

[English version of the report is the original]

FILE NUMBER

4/8/1

PURPOSE OF REPORT

That Council considers whether the Municipal offices, Traffic Centers and Libraries of Theewaterskloof Municipality will close at 13:00 on Friday, 02 May 2025 and to rescind Council Resolution C87/2025 point 2 of 27 March 2025.

BACKGROUND

During the Council Meeting of 27 March 2025, Council resolved as follows as per Council Resolution C87/2025:

2. **Council does not grant approval that all Municipal offices, Traffic Centers and Libraries of Theewaterskloof Municipality be closed for business on Friday, 02 May 2025 but that only skeleton staff be allowed to report for duty.**

That all other staff who wish to take leave, must capture the day's leave.

DISCUSSION

Several requests have been received from Municipal Staff that Council must consider the possibility that the Municipal Offices, Traffic Centers and Libraries close at 13:00 on the 2nd of May 2025 and that Cashiers close for transactions at 12:00.

That all essential services will not be interrupted as from 13:00.

FINANCIAL RESPONSIBILITY

None

LEGAL RESPONSIBILITY

None

RISK MANAGEMENT IMPLICATION

None

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That Council rescind Council Resolution C87/2025 point 2 of the Council Meeting of 27 March 2024.
2. That Council grants approval that all Municipal offices, Traffic Centers, and Libraries of Theewaterskloof Municipality close at 13:00 on Friday, 02 May 2025 and that all Cashiers close for transactions at 12:00.
3. That all essential services, as defined in the essential services agreement, may not be interrupted from 13:00 on the 2nd of May 2025.

RESOLVED BY COUNCIL: 30 APRIL 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman CC Clayton and seconded by Alderman MR Nongxaza, it was resolved as follows:

1. Council rescind Council Resolution C87/2025 point 2 of the Council Meeting of 27 March 2024.
2. Council grants approval that all Municipal offices, Traffic Centers, and Libraries of Theewaterskloof Municipality close at 13:00 on Friday, 02 May 2025 and that all Cashiers close for transactions at 12:00.
3. That all essential services, as defined in the essential services agreement, may not be interrupted from 13:00 on the 2nd of May 2025.

For finalization by the Manager: Corporate Services, Ms M Faul.

- P. OORWEGING VAN KENNISGEWINGS VAN MOSIES
CONSIDERATION OF NOTICES OF MOTIONS
- Q. OORWEGING VAN KENNISGEWINGS EN VRAE
CONSIDERATION OF NOTICES AND QUESTIONS
- R. OORWEGING VAN DRINGENDE MOSIES /
CONSIDERATION OF NOTICES AND QUESTIONS
- S. IN-KOMITEEVERGADERING AGENDA-ITEMS VIR BESPREKING
IN-COMMITTEE MEETING AGENDA-ITEMS FOR DISCUSSION

Minuted and distributed as a separate Minutes of the Meeting.

T. VERDAGING / ADJOURNMENT

Die vergadering verdaag om 18:45.
 The meeting adjourned at 18:45

NOTULE BEKRAGTIG OP DIE DAG VAN
 AS PRIMA FACIE BEWYS VAN DIE
 JUISTHEID DAARVAN.

MINUTES CONFIRMED ON THE DAY OF
 AS PRIMA FACIE EVIDENCE OF
 IT'S CORRECTNESS.





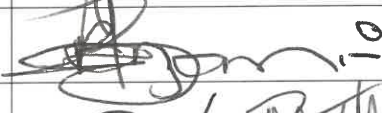

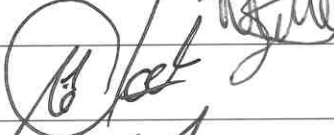


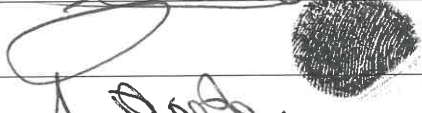
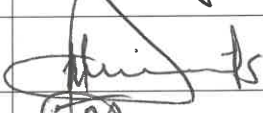


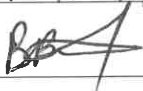
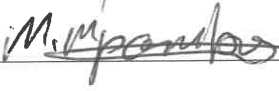

.....
SPEAKER



.....
DATUM/DATE

OPGESTEL EN BYGEHOU DEUR:
COMPILED AND RECORDED BY:

.....
S BARON
SEKRETARIAATDIENSTE
SECRETARIAT SERVICES

RAADSVERGADERING
COUNCIL MEETING
30 APRIL 2025

NAAM EN VAN / NAME AND SURNAME	HANDTEKENING / SIGNATURE
<u>Raadslede / Councillors :</u>	
Raadsheer/Alderman LM de Bruyn	
Raadsheer/Alderman CC Clayton	
Raadslid/Councillor WH Wells	
Raadsheer/Alderman DA Appel	
Raadslid/Councillor CA Benjamin	
Raadslid/Councillor M Botes	
Raadslid/Councillor CT Cloete	
Raadsheer/Alderman S Fredericks	
Raadslid/Councillor M Gana	
Raadslid/Councillor DA Jacobs	
Raadslid/Councillor D Jooste	
Raadslid/Councillor H Linnerts	
Raadslid/Councillor JD Lekhori	
Raadslid/Councillor TP Lemina	
Raadslid/Councillor RL Mienies	R Mienies
Raadsheer/Alderman BB Mkhwibiso	
Raadslid/Councillor M Mpambani	
Raadslid/Councillor MA Nomkoko	

Raadsheer/Alderman MR Nongxaza	
Raadslid/Councillor V Papier	
Raadsheer/Alderman M Plato-Mentoor	
Raadslid/Councillor MS Shale	
Raadslid/Councillor J Smit	
Raadslid/Councillor PJ Stander	Virtual Attendance
Raadslid/Councillor H Syster	
Raadslid/Councillor YM van Tonder	
Raadslid/Councillor TB Zimmermann	
<u>Amptenare/Officials:</u>	
Mnr/Mr W Hendricks	
Mnr/Mr GW Hermanus	
Mnr/Mr P Mabhena	
Mnr / Mr H Marthinus	
Mnr./Mr E Shortles	
Mnr./Mr J Barnard	
Mnr./Mr N Arendse	
Mnr./Mr A Opperman	
Mnr/Mr H Gxoyiya	
Me./Ms M Faul	M Faul.
Me./Ms S Baron	S Baron
Me./Ms F Ngxowa	