



**MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY**

**07 AUGUSTUS / AUGUST 2025**

**RAADSVERGADERING /**  
**COUNCIL MEETING**

**NOTULE / MINUTES**

**07 AUGUSTUS / AUGUST 2025**

**MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY**

**RAADSVERGADERING/COUNCIL MEETING**

**NOTULE / MINUTES**

**[07 AUGUSTUS / AUGUST 2025]**

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# THEEWATERSKLOOF MUNISIPALITEIT/ MUNICIPALITY

NOTULE VAN 'N RAADSVERGADERING GEHOU OP 07 AUGUSTUS 2025 OM 10:00, IN DIE RAADSAAL, MUNISIPALE KANTORE, CALEDON.

MINUTES OF A COUNCIL MEETING HELD ON 07 AUGUST 2025 AT 10:00 IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, CALEDON.

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## **A. OPENING EN VERWELKOMING**

Die Voorsitter, Speaker Raadslid WH Wells, verwelkom almal teenwoordig en open die vergadering met gebed.

Me A Madyosi verduidelik die noodplan/ontruimingsplan aan die teenwoordige persone in die Raadsaal.

### **OPENING AND WELCOME**

The Chairperson, Speaker Councillor WH Wells, welcomed all present and opened the meeting with a prayer.

Ms A Madyosi explains the emergency plan/evacuation plan to those present in the Council Chambers.

## **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**

Raadslid/Councillor WH Wells  
Raadsheer/Alderman CC Clayton  
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 C Smith  
 Raadslid/Councillor PJ Stander  
 Raadslid/Councillor YM van Tonder  
 Raadslid/Councillor TB Zimmermann

### Amptenare / Officials

Mnr./Mr W Hendricks	(Munisipale Bestuurder) (Municipal Manager)
Mnr./Mr GW Hermanus	(Direkteur: Korporatiewe Dienste) (Director: Corporate Services)
Mnr./Mr P Mabhena	(Direkteur: Finansies) (Director: Finance)
Mnr./Mr N Arendse	(Wnde Direkteur: Gemeenskapsdienste) (Acting Director: Community Services)
Mnr./Mr Z Benjamin	(Namens Direkteur: Tegnieese- en Infrastruktuur Implementeringsdienste) (On behalf of the Director: Technical- and Infrastructure Implementation Services)
Me./Ms N Baliso	(Direkteur: Ekonomiese Ontwikkeling en Beplanning / 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 L Kilowan	(Snr Admin Beampte: Raadslidondersteuning) (Snr Admin Officer: Councillor Support)
Me./Ms T Michel	(Kommunikasie Beampte) (Communications Officer)
Me./Ms N Dayeni	(Risikobestuur Beampte) (Risk Management Officer)
Me./Ms L Absolom	(Tydelike Nakomingsbeampte GOP en Prestasiebestuur) (Temporary Compliance Officer IDP and Performance Management)
Me./Ms H Saulse	(Intern: GOP) (Intern: IDP)
Me./Ms H Apollis	(Senior Volhoubare Ontwikkelingsbeampte) (Senior Sustainable Development Officer)
Mnr./Mr E Albertus	(Arbeidsverhoudinge Beampte) (Labor Relations Officer)

Me./Ms G Arendse	(Administrateur: Regsdienste) (Administrator: Legal Services)
Mnr./Mr B Matubatuba	(Bestuurder: IKT) (Manager: ICT)
Mnr./Mr N Parnell	(Sekuriteits Administrateur: IKT) (Security Administrator: ICT)
Me./Ms. F Ngxowa	(Assistent Vertaler) (Assistant Translator)
Me./Ms S Baron	(Sekretariaatdienste) (Secretariat Services)

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

Rdsh./Ald LM de Bruyn	Siekverlof / Sick leave
Mnr./Mr H Mathee	Siekverlof / Sick leave

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

**D.1 Notule van UBK Vergadering: 17 Junie 2025**

Die Raad neem kennis van die Notule van die vergadering van die Uitvoerende Burgemeester en sy Komitee gehou op 17 Junie 2025.

**Minutes of EMC Meeting: 17 June 2025**

Council takes cognizance of the Minutes of a meeting of the Executive Mayor and his Committee held on 17 June 2025.

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

**E.1 Notule van Raadsvergadering: 27 Junie 2025**

**BESLUIT :**

Om op voorstel van Raadslid Y van Tonder, gesecondeer deur Raadsheer C Clayton die Notule van die Raadsvergadering van 27 Junie 2025 hiermee goed te keur, te bekragtig en te laat onderteken as *prima facie* bewys van die juistheid daarvan.

**Minutes of Council Meeting: 27 June 2025**

**RESOLVED:**

To, on proposal by Councillor Y van Tonder seconded by Alderman C Clayton hereby approve, confirm and have signed the Minutes of the Council Meeting of 27 June 2025 as *prima facie* evidence of its correctness.

**F VERKLARINGS EN MEDEDELINGS DEUR DIE SPEAKER /**

Hierdie maand is Vroue maand en sal ek geleentheid aan Raadslid M Botes gee om 'n voorlegging aan die Raad te doen. Die voorlegging is aangeheg as bylae tot die Notule.

**STATEMENTS AND COMMUNICATIONS BY THE SPEAKER**

*This month is Woman's month and I will give a opportunity to Councillor M Botes to do a presentation to Council. The presentation is attached as annexure to the minutes.*

**G. VERKLARINGS EN MEDEDELINGS DEUR DIE UITVOERENDE ONDER-BURGEMEESTER /**

*Ek wil graag vir al die vroue 'n gelukkige Vrouemaand toewens. 'n Vrou is iemand wat ons in die kombuis; in die werkplek en oral aantref. In hierdie werkplek het die manne baie respek vir ons vroue. Wanneer ons die trappe klim, staan die manne opsy sodat die vroue kan verbyloop. Selfs in openbare vervoer, taxi's en busse, word vroue gerespekteer. Ek wil Raadslid M Botes gelukwens vir haar aanwysing as 'n kommissaris op dié jaar se Vrouedag. Ons het daardie dag 'n baie goeie gesprek gehad. Ek sal die dag nooit vergeet nie, want dit was baie emosioneel en 'n leerkurwe vir ons almal.*

*'n Vroue se trane is so waardevol. Mans huil nooit nie. Hulle is skaam om te huil, maar die Here het trane gemaak en trane is genesend en ons vroue gee nie om as hul trane gesien word nie.*

*As vrou voel ek vandag hartseer, want ek het 'n baie goeie vriend verloor en die Burgemeester is siek. Kom ons bid ook vir hom. Wyle mnr. Jonas White se begrafnis is hierdie naweek – laat ons ook aan sy gesin dink.*

*Ek wil vandag 'n dringende mosie indien:*

*Ek, Raadsheer C Clayton, wil ingevolge reël 28 van die Theewaterskloof Munisipaliteit Verordening vir Ordereëls vir die Interne Reëlings van die Munisipale Raad 'n dringende mosie voorstel.*

- 1. Dat die Raad kennis neem dat 'n veteraanonderwyser en inwoner van Caledon, mev. June Joorst, uit aktiewe diens getree het;*
- 2. Dat die Raad verder kennis neem dat mev. Joorst vir die afgelope 45 jaar 'n inwoner is en 'n onderwyseres by Swartberg Laerskool was, waar sy die opvoedkundige grondslag gelê het vir duisende inwoners wat vandag op nasionale en internasionale platforms uitblink; en*
- 3. Dat die Raad ingevolge artikel 7 van Theewaterskloof Munisipaliteit se Beleid oor die Toekenning van Burgerlike Eerbewyse aan mev. Joorst 'n Ereburgerskap verleen vir haar onvermoeide toewyding tot gemeenskapsontwikkeling in Caledon en die Theewaterskloof- munisipale gebied.*

*Op 'n voorstel van Raadsheer DA Appel en gesecondeer deur Raadslid RL Mienies, word daar soos volg besluit:*

***Om hierdie mosie te verwys na 'n komitee om 'n aanbeveling oor die aangeleentheid op te stel en dit weer aan die Raad voor te lê.***

**STATEMENTS EN COMMUNICATIONS BY THE EXECUTIVE DEPUTY MAYOR**

*I want to wish all the women a happy womens month. A women is someone in the kitchen, workplace, everywhere you will find a women. In this workplace gents have a lot of respect for our women. When we walk up the stairs, gents will stand aside and let the women walk. Even in public transport taxi's and busses, women gets respected. I want to congratulate Councillor M Botes as a commissioner for this womens day. We had a very good discussion that day. I will never forget that day as it was quite emosional and a learning curve for all of us.*

*A women tears is so valueable. Men never cried They are shy to cry but God made tears and tears is healing and our women dont care if you see our tears.*

*Today as a women, I feel sad because I lost a very good friend of mine and the Mayor is ill Let us pray for him as well. This weekend it will be the funeral of late Mr Jonas White - let us think about his family also.*

*Today I want to table a urgent motion:*

*I Alderman C Clayton in terms of rule 28 of the Theewaterskloof Municipality by-law on rules of order for internal arrangement of the Municipal Council would like to move a urgent motion.*

- 1. That Council note that a veteran teacher and resident of Caledon Mrs June Joorst has retired from active duty.*
- 2. That Council further noted that Mrs Joorst has been a resident and a teacher at Swartberg Primary School for the passed 45 years where she laid the educational foundation for thousands of residents, who today walk tall on national and internationnal platforms; and*
- 3. That Council in terms of section 7 of Theewaterskloof Municipality conferment of Civic Honors policy bestow honorary citizenship of Mrs Joorst for her indefatigable commitment to community development in Caledon and the Theewaterskloof municipal area.*

*On a proposel by Alderman DA Appel and seconded by Councillor RL Mienies, it was resolved as follows:*

***To refer this motion to a Committee to compile a recommendation on this matter and bring it back to Council.***

H. VOORLEGGINGS /  
PRESENTATIONS

*Geen / None .*

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

*Raadslid C Smith lees die eed aan die Raad voor / Councillor C Smith reads the oath to Council.*

### **ITEM TITLE**

**C188/2025 OFFICE OF THE MUNICIPAL MANAGER: REPLACEMENT OF THE PATRIOTIC ALLIANCE (PA) PR COUNCILLOR HENRY SYSTER: WC031 – THEEWATERSKLOOF LOCAL MUNICIPALITY**

*[English version of the report is the original]*

### **FILE NUMBER**

3/1/3

### **PURPOSE OF THE REPORT**

To inform the Council of the letter received from the Electoral Commission which declared Craig Smith from the PA Party as elected as Councillor to Theewaterskloof Local Municipality and the replacement of the PA PR Councillor Henry Syster.

### **BACKGROUND**

Councillor H Syster ceased to hold office as a Councillor in the Municipality due to termination of his party membership of the Patriotic Alliance.

### **DISCUSSION**

On 08 July 2025 a letter was received from the Electoral Commission indicating that Craig Smith, being the candidate at the top of the party list for the Patriotic Alliance Party, has been declared elected to Theewaterskloof Local Municipality, as prescribed in item 18 of Schedule 1 of the Municipal Structures Act, 1998 (Act No. 117 of 1998).

Councillor C Smith replaces Councillor H Syster who ceased to hold office as a Councillor in Theewaterskloof Municipality.

### **FINANCIAL IMPLICATIONS**

Provision has been made in the 2025/2026 budget for this expenditure.

### **LEGAL RESPONSIBILITIES**

Municipal Structures Act 117 of 1998 (Schedule 1):

Item 18 - Filling of vacancies

(1)(a) If a councillor elected from a party list ceases to hold office, the chief electoral officer must, subject to item 20, declare in writing the person whose name is at the top of the applicable party list to be elected in the vacancy.

**RISK MANAGEMENT IMPLICATIONS**

None

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended that Council takes cognizance of the content of the letter received from the Electoral Commission dated 08 July 2025 and welcomes Councillor C Smith as new PR Councillor in Theewaterskloof Municipality.

**RESOLVED BY COUNCIL: 07 AUGUST 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 content of the letter received from the Electoral Commission dated 08 July 2025 and welcomes Councillor C Smith as new PR Councillor in Theewaterskloof Municipality.**

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

**ITEM HEADING****C189/2025 OFFICE OF THE MUNICIPAL MANAGER: PROPOSED TWINNING AGREEMENT BETWEEN THEEWATERSKLOOF MUNICIPALITY AND SWARTLAND AND HESSEQUA MUNICIPALITIES**

*[English version of the report is the original]*

**FILE NUMBER**

2/1/2

**PURPOSE / AIM OF REPORT**

To obtain Council approval for the establishment of Twinning Agreements between TWK Municipality and Swartland and Hessequa Municipalities. The proposed agreement aims to strengthen inter-municipal cooperation through structured knowledge sharing, staff development and the exchange of best practices to improve internal efficiencies and accelerated external service delivery.

**BACKGROUND**

Twinning Agreements provide a structured framework for cooperation between municipalities, allowing for the sharing of expertise, technical support, and institutional learning. All three municipalities are committed to improving the quality of life for residents through responsive, effective, and sustainable service delivery.

**DISCUSSION**

The envisaged twinning agreement also seen as a tripartite agreement between TWK, Swartland and Hessequa, will cover but not limited to, the following focus areas:

1. Human Capital Development – Focusing on joint capacity building initiatives, including mentorship, peer learning, and job shadowing opportunities.
2. Operational Efficiency – Exchange of successful administrative and operational models, including workflow processes, turnaround strategies, and performance Management systems.
3. Technology and systems – Sharing of digital tools, ICT platforms, and integrated systems used to streamline service delivery and reporting.
4. Community Engagement Models – Adoption of current focus initiatives and participatory planning approaches that have shown measurable results. Governance and compliance – Strengthening of internal controls, oversight practices, and regulatory compliance through Mutual Learning.

The agreement will be underpinned by a Memorandum of Understanding setting out shared objectives, implementation mechanisms and timelines.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

At this stage the financial implications are limited to logistical costs such as travel, accommodation (where required) and incidental expenses, for staff exchange programmes and workshops. These costs will be covered within the existing training and development or operational budgets. Any further expenditure with budgetary implications will be tabled separately for Council approval.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

The partnership will be governed by the legal framework of inter-municipal cooperation as provided for in:

1. The Constitution of the Republic of South Africa, 1996
2. The Local Government Municipal Systems Act, 2000 (32 of 2000)
3. The Local Government Municipal Finance Management Act, (Act 56 of 2003)

A formal MOU will be drafted in consultation with legal advisors to ensure compliance with applicable legislation and Council Policies.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That Council approves the initiation of Twinning Agreements, between Theewaterskloof and Swartland, and Hessequa Municipalities.
2. That the Municipal Manager be authorized to engage with Swartland and Hessequa Municipalities to finalize the terms of the agreement.
3. That the Draft Memorandum of Understanding be developed and submitted to Council for final approval.
4. That relevant departments are tasked with identifying specific areas of collaboration and implementation.

**RECOMMENDATION BY MANAGEMENT TO THE EMC: 22 JULY 2025**

1. Management resolved that the agreements be reviewed annually and that all directors present are in support of the agenda item.

It is recommended:

2. That Council approves the initiation of Twinning Agreements, between Theewaterskloof and Swartland, and Hessequa Municipalities.
3. That the Municipal Manager be authorized to engage with Swartland and Hessequa Municipalities to finalize the terms of the agreement.

4. That the Draft Memorandum of Understanding be developed and submitted to Council for final approval.
5. That relevant departments are tasked with identifying specific areas of collaboration and implementation.

**RECOMMENDATION BY THE EMC TO COUNCIL: 22 JULY 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 Y van Tonder, it was recommended as follows:

1. That Council approves the initiation of Twinning Agreements, between Theewaterskloof and Swartland, and Hessequa Municipalities.
2. That the Municipal Manager be authorized to engage with Swartland and Hessequa Municipalities to finalize the terms of the agreement.
3. That the Draft Memorandum of Understanding be developed and submitted to Council for final approval.
4. That relevant departments are tasked with identifying specific areas of collaboration and implementation.

**RECOMMENDATION TO COUNCIL:**

It is recommended:

1. That Council approves the initiation of Twinning Agreements, between Theewaterskloof and Swartland, and Hessequa Municipalities.
2. That the Municipal Manager be authorized to engage with Swartland and Hessequa Municipalities to finalize the terms of the agreement.
3. That the Draft Memorandum of Understanding be developed and submitted to Council for final approval.
4. That relevant departments are tasked with identifying specific areas of collaboration and implementation.

**RESOLVED BY COUNCIL: 07 AUGUST 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 M Plato-Mentoor, it was resolved as follows:

1. Council approves the initiation of Twinning Agreements, between Theewaterskloof and Swartland, and Hessequa Municipalities.
2. That the Municipal Manager be authorized to engage with Swartland- and Hessequa Municipalities to finalize the terms of the agreement.

3. That the Draft Memorandum of Understanding be developed and submitted to Council for final approval.
4. That relevant departments are tasked with identifying specific areas of collaboration and implementation.

*For finalization by the Municipal Manager, Mr. W Hendricks.*

**ITEM TITLE**

**C190/2025 OFFICE OF THE MUNICIPAL MANAGER: APPOINTMENT OF A MUNICIPAL ELECTORAL OFFICER (MEO)**

*[English version of the report is the original]*

**FILE NUMBER**

3/1/R

**PURPOSE OF THE REPORT**

The council must identify and nominate a senior manager to submit to the Provincial IEC for consideration and appointment of a Municipal Electoral Officer (MEO).

**BACKGROUND**

None.

**DISCUSSION**

The process of appointing an MEO starts with the Council who makes a recommendation to the IEC. This recommendation is considered by the Independent Electoral Commission who approves the recommendation and issue a letter of appointment. From the appointment stage the municipality will have a dually appointed representative, who is also the official representative of the IEC within that municipality.

In the interim the Commission appointed a provincial staff member to serve in an acting capacity until the abovementioned process is finalized.

The Provincial IEC encouraged the Municipality to speed up the process of sending a name of someone through as recommendation together with the person's CV and letter of support.

Any senior official in a director's position or the Municipal Manager can serve as the MEO. It is preferable to nominate someone who will maintain a level of continuity within the Municipality.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL RESPONSIBILITY**

Election Act and Regulations.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended:**

1. That Council takes cognizance of the content of this item, and
2. That Council nominates the Director: Corporate Services, Mr. GW Hermanus to the Provincial IEC for consideration and appointment as the Municipal Electoral Officer (MEO).

**RESOLVED BY COUNCIL: 07 AUGUST 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 Councillor H Linnerts, it was resolved as follows:

1. Council noted the content of this item, and
2. Council nominates the Director: Corporate Services, Mr. GW Hermanus to the Provincial IEC for consideration and appointment as the Municipal Electoral Officer (MEO).

*For finalization by the Municipal Manager Mr. W Hendricks.*

**ITEM TITLE**

**C191/2025 OFFICE OF THE MUNICIPAL MANAGER: MINISTER'S AND MAYORAL TECHNICAL (MINMAY TECH) FORUM OF 09 JUNE 2025 – LETTER OF MINISTER OF COGTA REGARDING THE ENGAGEMENT OF THE AUDITOR-GENERAL OF SOUTH AFRICA ON THE PERFORMANCE AUDITING OF THE INSTITUTIONALISATION AND IMPLEMENTATION OF THE DISTRICT DEVELOPMENT MODEL REGULATIONS OF 2024 IN THE CITY OF CAPE TOWN**

*[English version of the report is the original]*

**FILE NUMBER**

12/2/1/5

**PURPOSE / AIM OF REPORT**

To present a letter issued by the Minister of Cooperative Governance and Traditional Affairs in 2024 as discussed at the Minister's and Mayoral Technical (MINMAY TECH) Forum of 09 June 2025 for cognizance Council.

**BACKGROUND**

The Minister's and Mayoral Technical Forum was held on 09 June 2025 at the Tulbagh Town Hall and was attended by the Executive Mayor, Alderman LM de Bruyn and the Municipal Manager, Mr W Hendricks.

**DISCUSSION**

A copy of the letter with the heading "Engaging the auditor-general of South Africa on the performance auditing of the institutionalisation and implementation of the District Development Model Regulations of 2024 in the City of Cape Town" is attached as annexure to this agenda-item.

**FINANCIAL IMPLICATIONS**

Not applicable.

**LEGAL IMPLICATIONS**

Not applicable.

**RISK MANAGEMENT IMPLICATIONS**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended that Council takes cognizance of the letter issued by the Minister of Cooperative Governance and Traditional Affairs in 2024 regarding the engagement of the auditor-general of South Africa on the performance auditing of the institutionalization and implementation of the District Development Model Regulations of 2024 in the City of Cape Town.

**RESOLVED BY COUNCIL: 07 AUGUST 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 M Plato-Mentoor, it was resolved as follows:

**Council noted the letter issued by the Minister of Cooperative Governance and Traditional Affairs in 2024 regarding the engagement of the auditor-general of South Africa on the performance auditing of the institutionalization and implementation of the District Development Model Regulations of 2024 in the City of Cape Town.**

*For finalization by the Municipal Manager, Mr. W Hendricks.*

**ITEM TITLE**

**C192/2025 OFFICE OF THE MUNICIPAL MANAGER: LG CIRCULAR C24 OF 2025: INCORPORATING SKILLS DEVELOPMENT IN THE PERFORMANCE AGREEMENT OF MUNICIPAL MANAGERS, SENIOR MANAGERS, MANAGERS AND SUPERVISORS**

*[English version of the report is the original]*

**FILE NUMBER**

4/1/3

**PURPOSE / AIM OF REPORT**

To present Local Government Circular C24 of 2025 dated 08 July 2025 to Council.

**BACKGROUND**

The Department of Local Government, Office of the Head of Department, issued LG Circular C24 of 2025 on 08 July 2025 with the heading "Incorporating skills development in the performance agreements of Municipal Managers, Senior Managers, Managers and Supervisors".

**DISCUSSION**

LG C24 of 2025 consists of the following:

- Purpose
- Background
- Implementation proposals
- Actions required from Municipalities
- Way forward

Municipalities are requested to undertake the following actions:

- Review existing performance agreements of the Municipal Manager, Senior Managers, Managers and Supervisors to incorporate Skills Development KPA's/KPI's.
- Align performance agreements with the provisions of Chapter 5 of the Municipal Staff Regulations, 2021; and
- Engage with Human Resources Departments and Skills Development Facilitators to ensure effective integration and implementation.

**FINANCIAL IMPLICATIONS**

Not applicable.

**LEGAL IMPLICATIONS**

Chapter 5 of the Municipal Staff Regulations, 2021

**RISK MANAGEMENT IMPLICATIONS**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended that Theewaterskloof Municipality incorporate Skills Development KPA's/KPI's in the Municipal Manager, Senior Managers, Managers and Supervisors' Performance Agreements in compliance with Chapter 5 of the Municipal Staff Regulations, 2021 in order to ensure effective Skills Development within the Municipality.**

**RESOLVED BY COUNCIL: 07 AUGUST 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 Alderman S Fredericks, it was resolved as follows:

**Council resolved that Theewaterskloof Municipality incorporate Skills Development KPA's/KPI's in the Municipal Manager, Senior Managers, Managers and Supervisors' Performance Agreements in compliance with Chapter 5 of the Municipal Staff Regulations, 2021 in order to ensure effective Skills Development within the Municipality.**

*For finalization by the Director: Corporate Services, Mr GW Hermanus.*

*The Director Economic Development and Planning, Ms N Baliso leaves the Council Chambers for the discussion of this agenda-item.*

**ITEM TITLE**

**C193/2025 OFFICE OF THE MUNICIPAL MANAGER: APPOINTMENT OF MS. BALISO AS DIRECTOR: ECONOMIC DEVELOPMENT AND PLANNING AND MR. MATTHEE AS DIRECTOR: TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES**

*[English version of the report is the original]*

**FILE NUMBER**

4/4/1/11

**PURPOSE OF THE REPORT**

To inform Council of the response received from MEC Bredell in respect of the appointment of two directors, namely Ms. N Baliso and Mr. H Matthee.

**BACKGROUND**

The Municipal Council resolved on 27 June 2025, to appoint Ms. N Baliso as Director: Economic Development and Planning 29 May 2025 as well as Mr. H Matthee as Director Technical and Infrastructure Implementation Services. Regulation 17(3)(b) requires the Municipal Council to submit a written report to the MEC for Local Government regarding the appointment process and the outcome.

**DISCUSSION**

Subsequent to this resolution, a letter was sent to the MEC, who responded on 22 July 2025. See the responses attached hereto as annexure "A" and "B".

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL RESPONSIBILITY**

Municipal Systems Act, Act 32 of 2000  
Municipal Regulations on Minimum Competency Levels

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended that Council takes cognizance of the content of the letters received from MEC Bredell.

**RESOLVED BY COUNCIL: 07 AUGUST 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 resolved as follows:

**Council noted the content of the letters received from MEC Bredell.**

*For finalization by the Senior Manager: Human Resources, Mr J Amansure.*

*Ms N Baliso returns to the Council Chambers.*

**ITEM TITLE**

**C194/2025 OFFICE OF THE MUNICIPAL MANAGER: DETERMINATION AND PAYMENT OF UPPER LIMITS SALARIES, ALLOWANCES AND BENEFITS OF COUNCILLORS**

*[English version of the report is the original]*

**FILE NUMBER**

3/3/7/R

**PURPOSE OF THE REPORT**

To inform Council of the response received from MEC Bredell in respect of the report submitted to request concurrence from him for the payment of salaries and allowances to Councillors in terms of the Upper Limits Regulations.

**BACKGROUND**

The Municipal Council resolved on 29 May 2025 to, in terms of Government Notice Number 51407 dated 17 October 2024 request for concurrence from the MEC for Local Government, for the implementation of the Upper Limits of Salaries and Benefits to our municipal councillors in line with the prescribed legislation.

**DISCUSSION**

Subsequent to this resolution, a report was sent to MEC Bredell, who responded on 11 July 2025. See the response attached hereto as annexure "A".

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL RESPONSIBILITY**

Municipal Systems Act, Act 32 of 2000  
Upper Limits Regulations

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended that Council takes cognizance of the content of the letter received from MEC Bredell.**

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

22

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 noted the content of the letter received from MEC Bredell.**

*For finalization by the Municipal Manager, Mr. W Hendricks.*

**ITEM TITLE****C195/2025 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT STRATEGIC SUPPORT AND IDP: IDP & BUDGET TIME SCHEDULE FOR THE 2025/2026 FINANCIAL YEAR**

*[English version of the report is the original]*

**FILE NUMBER**

5/1/3

**PURPOSE OF REPORT**

The purpose of this report is to present the IDP & Budget Time Schedule of Key Timelines for period 2025/26 financial year for the Council's cognizance and approval.

**BACKGROUND**

Section 21 of the Local Government: Municipal Finance Management Act (Act No. 56 of 2003) (MFMA), read in conjunction with section 28 of the Local Government: Municipal Systems Act (MSA) (Act No. 32 of 2000), requires the mayor to at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines regarding the preparation, revision, finalising, tabling and approval of the annual budget and the integrated development plan (IDP).

**DISCUSSION**

When preparing the annual budget, the Municipality must –

The IDP & Budget Time Schedule for the 2025/26 financial year (Annexure A) is attached hereto.

1. Take into account the municipality's integrated development plan;
2. Revise the integrated development plan in terms of Section 34 of the Municipal Systems Act, taking into account realistic revenue and expenditure projections for future years;
3. Take into accounts the national Budget, the relevant Provincial Budget, the National Government's fiscal and macro-economic policy, the annual Division for Revenue Act and any agreements reached in the Budget forum, in terms of the Intergovernmental Fiscal Relations Act, No 97 of 1997.

The aim of the IDP & Budget Time Schedule is thus to ensure that:

1. The municipality approves the annual budget before the start of the budget year.
2. Legislative provisions in the Local Government Municipal Systems Act, No 44 of 2003 as amended and Local Government Municipal Finance Management Act.

No 56 of 2003 for the publication of annual budgets and consultations on tabled budgets are adhered to.

3. The municipality's service delivery and budget implementation plan is approved by the mayor within 28 days after the approval of the budget.
4. The annual performance agreements as required in terms of Section 57 (1) (b) of the Municipal Systems Act for the Municipal Manager and all Senior Managers
  - (a) comply with the Local Government: Municipal Finance Management Act to promote sound financial management;
  - (b) are linked to the measurable performance objectives approved with the budget and to the service delivery and budget implementation plan, and
  - (c) are concluded in accordance with section 57(2) of the Municipal Systems Act.

#### **FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

#### **LEGAL IMPLICATIONS (ITEM AUTHOR)**

In order to ensure certain minimum quality standards of the IDP and Budget process and a proper coordination between and within the spheres of Government, the preparation of the planning process is regulated by the Municipal Systems Act, No 32 of 2000 and Section 21(1)(b) of the Local Government: Municipal Finance Management Act (MFMA). The Acts specifies the following regarding the process:

Section 21(1)(b) of the Local Government: Municipal Finance Management Act (MFMA), 2003 (Act 56 of 2003) states that:

The mayor of a municipality must at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for-

1. the preparation, table and approval of the annual budget;
2. *the annual review of the integrated development plan in terms of section 34 of the Municipal Systems Act.*
3. *the table and adoption of any amendments to the integrated development plan and the budget related policies; and*
4. *any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii)*

Section 28 of Municipal Systems Act, No 32 of 2000 states

1. Each Municipal council must adopt a process set out in writing to guide the planning, drafting, adoption and review of the IDP.
2. The Municipality must through appropriate mechanisms, processes and procedures established in terms of Chapter 4, consult the local community before adopting the process.

3. A municipality must give notice to the local community of the particulars of the process it intends to follow.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended:**

1. That the Council approves the IDP & Budget Time Schedule for the 2025/2026 financial year.
2. That Council acknowledges the prescribed legislation which guides the schedule, and the Council mandates the Municipal Manager to sign off on any amendments necessitated by unforeseen circumstances, remaining within the legislative timeframes.

**RESOLVED BY COUNCIL: 07 AUGUST 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 Alderman M Plato-Mentoor, it was resolved as follows:

1. Council approves the IDP & Budget Time Schedule for the 2025/2026 financial year.
2. Council acknowledges the prescribed legislation which guides the schedule, and the Council mandates the Municipal Manager to sign off on any amendments necessitated by unforeseen circumstances, remaining within the legislative timeframes.

*For finalization by the Acting Manager: IDP and Performance Management, Ms J Marzec-Visagie.*

## ITEM TITLE

26

**C196/2025 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT IDP:  
PERFORMANCE MANAGEMENT: 4th QUARTER TOP LAYER  
SDBIP REPORT**

*[English version of the report is the original]*

## FILE NUMBER

5/1/3

## PURPOSE OF REPORT

The report aims to ensure compliance with the performance regulations and to notify the Council on the outcomes of the performance report of the Municipality for the period (April 2025 to June 2025).

## BACKGROUND

Section 1 of the MFMF defines the SDBIP as:

“a detailed plan approved by the Mayor of the municipality in terms of section 53 (1) (c) (ii) for implementing the municipalities delivery of services and the execution of its annual budget and which must include the following:

- (a) projections for each month of-
  - (i) revenue to be collected, by source; and
  - (ii) operational and capital expenditure, by vote;
- (b) Service delivery targets and performance indicators for each quarter”.

This report focuses on the service delivery targets and performance indicators for the financial year 2024/25 excluding the financial reports as these are reported monthly via the s71 reporting process.

## DISCUSSION

The SDBIP serves as a “contract” between the administration, council and community expressing the goals and objectives set by the council as quantifiable outcomes that can be implemented by the administration in the applicable financial year. It provides the link between the mayor, the council (executive) and the administration, and facilitates the process for holding management accountable for its performance. It is therefore a management, implementation and monitoring tool that will assist the mayor, councilors, municipal manager, senior managers and community to monitor the municipality’s performance quarterly.

The SDBIP will ensure that appropriate information is circulated internally and externally for purposes of monitoring the implementation of the budget, the execution of projects, the performance of senior management and the achievement of the strategic objectives set by the Council.

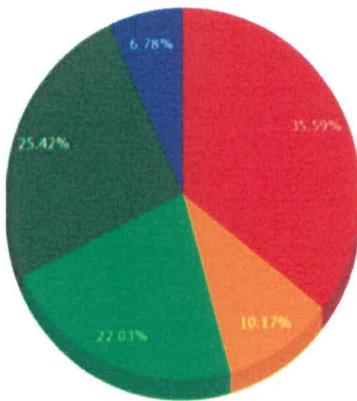
**OUTCOME OF 4<sup>TH</sup> QUARTER PERFORMANCE: TOP LAYER**

**Top Layer KPI Report**

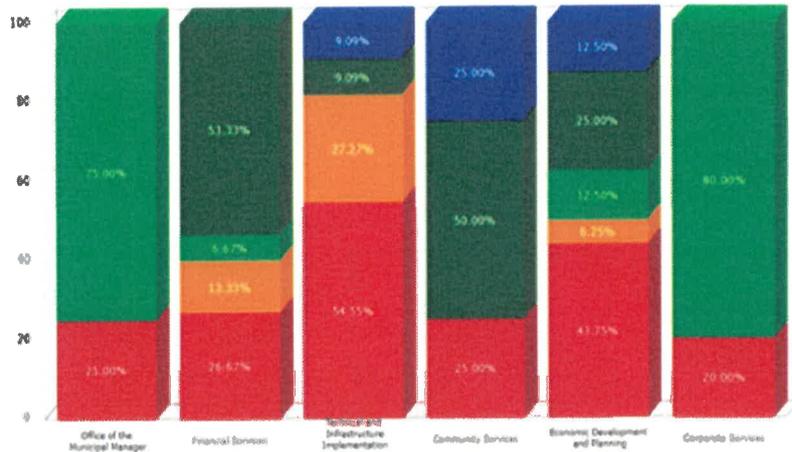
*Report drawn on 14 July 2025 at 19:42*

*for the months of Quarter ending September 2024 to Quarter ending June 2025.*

Theewaterskloof Municipality



Responsible Directorate



	Responsible Directorate						
	Theewaterskloof Municipality	Office of the Municipal Manager	Financial Services	Technical and Infrastructure Implementation Services	Community Services	Economic Development and Planning	Corporate Services
Not Yet Applicable	-	-	-	-	-	-	-
Not Met	21 (35.59%)	2 (25.00%)	4 (26.67%)	6 (54.55%)	1 (25.00%)	7 (43.75%)	1 (20.00%)
Almost Met	6 (10.17%)	-	2 (13.33%)	3 (27.27%)	-	1 (6.25%)	-
Met	13 (22.03%)	6 (75.00%)	1 (6.67%)	-	-	2 (12.50%)	4 (80.00%)
Well Met	15 (25.42%)	-	8 (53.33%)	1 (9.09%)	2 (50.00%)	4 (25.00%)	-
Extremely Well Met	4 (6.78%)	-	-	1 (9.09%)	1 (25.00%)	2 (12.50%)	-
Did Not Occur	-	-	-	-	-	-	-
<b>Total:</b>	<b>59</b>	<b>8</b>	<b>15</b>	<b>11</b>	<b>4</b>	<b>16</b>	<b>5</b>
	<b>100%</b>	<b>13.56%</b>	<b>25.42%</b>	<b>18.64%</b>	<b>6.78%</b>	<b>27.12%</b>	<b>8.47%</b>

## Overall Summary of Results

NA	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	21
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	6
G	KPI Met	Actual meets Target (Actual/Target = 100%)	13
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	15
B	KPI Extremely Well Met	150.000% <= Actual/Target	4
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
	<b>Total KPIs:</b>		<b>59</b>

*Report generated on 14 July 2025 at 19:36*

### FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

### LEGAL IMPLICATIONS (ITEM AUTHOR)

The Municipal Finance Management Act No. 56 of 2003 (MFMA) and National Treasury MFMA Circular No. 13.

Section 54(1)(c) of MFMA.

### RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

### RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended:

1. That the Council takes note of the outcome of the 2024/2025 Top Layer SDBIP 2024/25 performance report of the Municipality.
2. That the Council takes note of the corrective measures.
3. That Council takes note that the results of actual achievements might change, subject to changes in financial statements and the recommendation of the External Auditors. Changes to the SDBIP will be published in the 2023/24 Annual Report and will be reported and made public in accordance with the Annual Report Processes.

**RESOLVED BY COUNCIL: 07 AUGUST 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 Y van Tonder, it was resolved as follows:

- 1. Council noted the outcome of the 2024/2025 Top Layer SDBIP 2024/25 performance report of the Municipality.**
- 2. Council noted the corrective measures.**
- 3. Council noted the results of actual achievements might change, subject to changes in financial statements and the recommendation of the External Auditors. Changes to the SDBIP will be published in the 2023/24 Annual Report and will be reported and made public in accordance with the Annual Report Processes.**

*For finalization by the Acting Manager: IDP and Performance Management, Ms J Marzec-Visagie.*

**ITEM TITLE****C197/2025 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT INTERNAL  
AUDIT: PERFORMANCE- AND AUDIT COMMITTEE CHARTER**

*[English version of the report is the original]*

**FILE NUMBER**

5/14/1/2

**PURPOSE OF REPORT**

The Council is requested to approve the revised Performance- and Audit Committee Charter.

**BACKGROUND**

The Performance- and Audit Committee Charter was approved by the Council on 30 April 2024.

The revised Performance- and Audit Committee Charter was sent to Management and the Performance- and Audit Committee for comments on 7 April 2025.

According to the MFMA section 166 an audit committee must be appointed by the council of the municipality. Since the Council appoints the Audit Committee, Council should also approve their Charter.

MFMA Circular 65 states that the Performance- and Audit Committee charter should be reviewed annually and updated to ensure relevance and consistency with the MFMA, Municipal Systems Act (No 32 of 2000) and other related regulations, guides and best practice.

The Institute of Internal Auditors updated the Internal Audit Standards for implementation from January 2025. This necessitated some changes to the Performance- and Audit Committee Charter.

**DISCUSSION**

The Revised Performance- and Audit Committee Charter is attached to this item.

Changes made are displayed in red.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

Not applicable.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

Municipal Financial Management Act, No.56 of 2003, Section 166

Municipal Structures Amendment Act, Act No. 3 of 2022, Section 79A

The Local Government: Municipal Planning and Performance Management Regulations, 2001, Section 14

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Performance- and Audit Committee takes cognisance of the draft revised Performance- and Audit Committee Charter.
2. It is recommended that Council approves the revised Performance- and Audit Committee Charter.

**RECOMMENDATION BY THE PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 JUNE 2025**

1. The Performance- and Audit Committee noted the draft revised Performance- and Audit Committee Charter.
2. It is recommended that Council approves the revised Performance- and Audit Committee Charter.

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council approves the revised Performance- and Audit Committee Charter.

**RESOLVED BY COUNCIL: 07 AUGUST 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 PJ Stander, it was resolved as follows:

**Council approves the revised Performance- and Audit Committee Charter.**

*For finalization by the Chief Audit Executive, Mr. A Opperman.*

**ITEM TITLE****C198/2025 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT INTERNAL AUDIT: REPORT OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

*[English version of the report is the original]*

**FILE NUMBER**

3/2/17/R

**PURPOSE OF REPORT**

The purpose of the report is to inform the Council of the reports of Internal Audit that was presented to the Municipal Public Accounts Committee (MPAC) Meeting of 5 May 2025.

**BACKGROUND**

According to the MPAC Terms of Reference, as approved by Council on 25 February 2025, Section 7.1: "In accordance with the provisions of section 79A(4) of the Municipal Structures Amendment Act 2021, reports of the MPAC must be submitted to the Speaker who must table such reports in the next meeting of Municipal Council."

According to the Municipal Structures Amendment Act No.3 of 2021:

79A. (1) A municipal council must establish a committee called the municipal public accounts committee.

(3) The municipal council must determine the functions of the municipal public accounts committee, which must include the following:

- (a) review the Auditor-General's reports and comments of the management committee and the audit committee and make recommendations to the municipal council;
- (b) review internal audit reports together with comments from the management committee and the audit committee and make recommendations to the municipal council;

(4) Reports of the municipal public accounts committee must be submitted to the speaker who must table such reports in the next meeting of the municipal council.

**DISCUSSION**

This item was submitted to the Speaker for approval before submission to Council and the Speaker approved the item for submission to Council on 26 June 2025.

The following Internal Audit reports were presented to the MPAC meeting of 5 May 2025:

- Performance Management First Quarter 2024/2025 Audit
- Supply Chain Management Audit 1 August 2024 – 31 October 2024
- Performance Management Second Quarter 2024/2025 Audit
- Recovery of Revenue Audit
- Ad Hoc Investigation LL 04/2021/22
- Water Use License Audit
- Internal Audit Follow-up Report Second Quarter 2024/2025

In the Internal Audit reports tabled to MPAC:

- 34 findings were made;
- 3 of these findings were regarded as significant (serious).
- 31 findings were regarded as housekeeping (minor transgressions which could easily be rectified) and remains the responsibility of administration to address.

The status of these findings is included in the Internal Audit Follow-up reports and are reported to MPAC on a quarterly basis.

The MPAC considered the comments of the Management Committee and the Performance- and Audit Committee on all these reports presented.

#### **COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

The recommendation is supported.

#### **COMMENTS FROM THE DIRECTORATE FINANCE**

None.

#### **COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported.

#### **COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES**

The content of the internal audit reports is noted.

#### **COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

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

Noted.

**COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING**

The report is noted.

**COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)**

Take note of the report and support the recommendation.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

Municipal Structures Amendment Act No.3 of 2021.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**COMMENTS FROM LEGAL SERVICES**

Section 79A of the Municipal Structures Act 3 of 2021. (Amendment Act). The recommendation is supported.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended:

That Council takes note that the Internal Audit reports, together with the comments of the Management Committee and the Performance- and Audit Committee were presented to the Municipal Public Accounts Committee Meeting, and the following resolutions were made by the Municipal Public Accounts Committee Meeting on 5 May 2025:

1. Supply Chain Management Audit 1 August 2024 – 31 October 2024: That the agenda-item be referred to Council for an investigation in terms of Section 106 of the Local Government Municipal Systems Act, 2000.
2. Performance Management Second Quarter 2024/2025 Audit: Individual Performance for staff members should be implemented by 1 July 2025.
3. Water Use License Audit: The Directorate Technical- and Infrastructure Implementation Services must ensure that an Incidents and Complaints Register be compiled for the Caledon Myddleton Sewerage Pipeline.

4. **Recovery of Revenue Audit:** Monthly reconciliations must be made by the Property Management Department with regard to information in the encroachments and rentals registers and monies levied. A list of all property rentals must be provided to the Municipal Public Accounts Committee.
5. **Ad Hoc Investigation LL 04/2021/22:** A SOP should be developed for Contract Management and succession planning must be included; the Health and Safety Officer must be involved in the compilation of specifications of quotations especially construction contracts; that the Council refers the matter for an investigation in terms of Section 106 of the Local Government Municipal Systems Act, 2000.

**RESOLVED BY COUNCIL: 07 AUGUST 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 PJ Stander, it was resolved as follows:

**Council noted the Internal Audit reports, together with the comments of the Management Committee and the Performance- and Audit Committee were presented to the Municipal Public Accounts Committee Meeting, and the following resolutions were made by the Municipal Public Accounts Committee Meeting on 5 May 2025:**

1. **Supply Chain Management Audit 1 August 2024 – 31 October 2024:** That the agenda-item be referred to Council for an investigation in terms of Section 106 of the Local Government Municipal Systems Act, 2000.
2. **Performance Management Second Quarter 2024/2025 Audit:** Individual Performance for staff members should be implemented by 1 July 2025.
3. **Water Use License Audit:** The Directorate Technical- and Infrastructure Implementation Services must ensure that an Incidents and Complaints Register be compiled for the Caledon Myddleton Sewerage Pipeline.
4. **Recovery of Revenue Audit:** Monthly reconciliations must be made by the Property Management Department with regard to information in the encroachments and rentals registers and monies levied. A list of all property rentals must be provided to the Municipal Public Accounts Committee.
5. **Ad Hoc Investigation LL 04/2021/22:** A SOP should be developed for Contract Management and succession planning must be included; the Health and Safety Officer must be involved in the compilation of specifications of quotations especially construction contracts; that the Council refers the matter for an investigation in terms of Section 106 of the Local Government Municipal Systems Act, 2000.

*For finalization by the Chief Audit Executive, Mr. A Opperman.*

**ITEM TITLE**

**C199/2025 OFFICE OF THE MUNICIPAL MANAGER: INTERNAL AUDIT:  
PERFORMANCE- AND AUDIT COMMITTEE REPORT 1 APRIL 2025  
– 30 JUNE 2025**

*[English version of the report is the original]*

**FILE NUMBER**

3/2/5/R

**PURPOSE OF REPORT**

The purpose of the report is to report to Council on the functions of the Performance- and Audit Committee (PAC) performed for the period 1 April 2025 – 30 June 2025.

**BACKGROUND**

According to the MFMA (Municipal Financial Management Act) No.56 of 2003, Section 166 (2):

- (2) An audit committee is an independent advisory body which must-
- (a) advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality, or the board of directors, the accounting officer and the management staff of the municipal entity, on matters relating to-
- i. internal financial control and internal audits;
  - ii. risk management;
  - iii. accounting policies;
  - iv. the adequacy, reliability and accuracy of financial reporting and information;
  - v. performance management;
  - vi. effective governance;
  - vii. compliance with this Act, the annual Division of Revenue Act and any other applicable legislation;
  - viii. performance evaluation; and
  - ix. any other issues referred to it by the municipality or municipal entity;

**DISCUSSION**

The revised Performance- and Audit Committee Charter was approved by the Council on 30 April 2024.

Paragraph 4.1 of the Charter states: It is required by the PAC to quarterly, update the Council about committee activities and make appropriate recommendations where needed.

The quarterly PAC report for the period 1 April 2025 – 30 June 2025 is attached to this item.

**COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

The recommendation is supported.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported and approved.

**COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING**

Report noted.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

Municipal Financial Management Act, No.56 of 2003, Section 166(2).

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**COMMENTS FROM LEGAL SERVICES**

The recommendation is supported.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended that Council takes note of the Performance- and Audit Committee Report for the period 1 April 2025 – 30 June 2025.**

**RESOLVED BY COUNCIL: 07 AUGUST 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 Alderman MR Nongxaza, it was resolved as follows:

- 1. Council noted the Performance- and Audit Committee Report for the period 1 April 2025 – 30 June 2025.**
- 2. Council requested that the “Minor findings”, as identified by the Internal Audit Department, must also be included in the next reporting.**

*For finalization by the Chief Audit Executive, Mr. A Opperman.*

**ITEM TITLE**

**C200/2025 FRAUD AND RISK MANAGEMENT COMMITTEE: REVIEW OF STRATEGIC RISK REGISTER FOR 2024/25**

*[English version of the report is the original]*

**FILE NUMBER**

5/14/2/4

**PURPOSE OF REPORT**

To provide the Committee with the Strategic Risk Register for 2024/25 for review.

**BACKGROUND**

It is the responsibility of the Fraud and Risk Management Committee to review and monitor the status of the strategic risk register and provide managerial guidance when it is necessary.

**DISCUSSION**

Strategic Risk Register 2024-2025.

**COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

Noted.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

Noted.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

No comment.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Fraud and Risk Management Committee reviews the 2024-2025 Strategic Risk Register.
2. That the register be referred to the Performance- and Audit Committee for oversight.
3. That the register be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 14 MAY 2025**

1. The Fraud and Risk Management Committee reviews the 2024-2025 Strategic Risk Register.
2. It is resolved that all Departments must develop action plans to address the risks.

It is recommended:

3. That the Strategic Risk Register be referred to the Performance- and Audit Committee for oversight.
4. That the register be referred to the Council for approval.

**RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 JUNE 2025**

1. The Performance- and Audit Committee noted the Strategic Risk register.
2. The Performance- and Audit Committee resolved that the action plans should be regularly updated, and risk action plans should be aligned to the SDBIP.
3. It is recommended that the Strategic Risk Register be referred to Council for approval.

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council approves the Strategic Risk Register.

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

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

**Council approves the Strategic Risk Register.**

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

**ITEM TITLE**

**C201/2025 FRAUD AND RISK MANAGEMENT COMMITTEE: REVIEW OF OPERATIONAL RISK REGISTER FOR 2024/25**

*[English version of the report is the original]*

**FILE NUMBER**

5/14/2/4

**PURPOSE OF REPORT**

To provide the Committee with the Operational Risk Register for 2024-2025 for review.

**BACKGROUND**

It is the responsibility of the Fraud and Risk Management Committee to review and monitor the status of the Operational Risk Register and provide managerial guidance when required.

**DISCUSSION****ATTACHED**

Operational Risk Register 2024-2025

**COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

Approved.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

Noted.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

No comments.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Fraud and Risk Management Committee reviews the 2024-2025 Operational Risk Register.
2. That the register be referred to the Performance- and Audit Committee for oversight.
3. That the register be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 14 MAY 2025**

1. The Fraud and Risk Management Committee reviews the 2024-2025 Operational Risk Register.
2. It is resolved that Management must develop action plans for each Directorate and that the action plans be presented at the next FARMCO meeting.

It is recommended:

3. That the Operational Risk Register be referred to the Performance- and Audit Committee for oversight.
4. That the Operational Risk Register be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO COUNCIL: 13 JUNE 2025**

1. The Performance- and Audit Committee noted the Operational Risk register.
2. It is recommended that the Operational Risk register be referred to Council for approval.

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council approves the Operational Risk Register.

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

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

**Council approves the Operational Risk Register.**

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

**ITEM TITLE**

44

**C202/2025 FRAUD AND RISK MANAGEMENT COMMITTEE: RISK  
MANAGEMENT IMPLEMENTATION PLAN 2024/25**

*[English version of the report is the original]*

**FILE NUMBER**

5/14/2/3

**PURPOSE OF REPORT**

To provide the Committee with the progress of the third quarter on the implementation of Risk Management Plan for 2024/2025.

**BACKGROUND**

It is the responsibility of the Committee to review and approve the implementation of the plan on an annual basis and monitor progress periodically.

**DISCUSSION**

Risk Management Implementation Plan 2024/2025 third quarter progress.

**COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

Approved.

**COMMENTS FROM THE DIRECTORATE FINANCE**

None.

**COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE  
IMPLEMENTATION SERVICES**

Cognizance of the risk implementation plan is taken.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

It is recommended that the status column should contain more details (what actions were taken on which dates)

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Fraud and Risk Management Committee takes cognizance of the Risk Management Implementation Plan for the 2024-2025 financial year.
2. That the Risk Management Implementation Plan for the 2024-2025 be referred to Performance and Audit Committee for oversight.
3. That the Risk Management Implementation Plan for the 2024-2025 be referred to the Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 14 MAY 2025**

1. The Fraud and Risk Management Committee noted the Risk Management Implementation Plan for the 2024-2025 financial year.
2. It is resolved that the Risk Management Officer, Ms N Dayeni must add another column to the Risk Management Implementation Plan to explain the current status of the risk on the plan.

It is recommended:

3. That the Risk Management Implementation Plan for the 2024-2025 be referred to Performance and Audit Committee for oversight.
4. That the Risk Management Implementation Plan for the 2024-2025 be referred to Council for approval.

**RECOMMENDATION BY THE PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 JUNE 2025**

1. The Performance and Audit Committee noted the Risk Management Implementation Plan for 2024-2025.
2. It is recommended that Council approves the Risk Management Implementation Plan for 2024-2025.

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council approves the Risk Management Implementation Plan for 2024-25.**

**RESOLVED BY COUNCIL: 07 AUGUST 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 PJ Stander, it was resolved as follows:

**Council approves the Risk Management Implementation Plan for 2024-25.**

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

**ITEM TITLE****C203/2025 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.

5. 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.
6. 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 DIRECTORATE FINANCE**

Finance supports the recommendation as stated by the author.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Content of Report supported.

**COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES**

Item is supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

Item is supported.

**COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING**

Submission supported.

**COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)**

Supported.

**COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (PUBLIC SAFETY)**

Support recommendation.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**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.
3. To refer the Combined Assurance Model to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE  
TO THE PERFORMANCE- AND AUDIT COMMITTEE: 10 MARCH 2025**

1. The Committee reviews and approves the Combined Assurance Model for 2024/2025.
2. It is resolved that all the policies of risk management be identified and referred to a Council Workshop.

It is recommended:

3. That the Combined Assurance Model be referred to the Performance- and Audit Committee for oversight.
4. That the Combined Assurance Model be referred to Council for approval.

**RECOMMENDATION BY THE PERFORMANCE- AND AUDIT COMMITTEE TO  
COUNCIL: 13 JUNE 2025**

1. The Performance- and Audit Committee noted the Combined Assurance Model.
2. It is recommended that Council approves the Combined Assurance Model.

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council approves the Combined Assurance Model.

**RESOLVED BY COUNCIL: 07 AUGUST 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 PJ Stander, it was resolved as follows:

**Council approves the Combined Assurance Model.**

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

**ITEM TITLE**

**C204/2025 FRAUD AND RISK MANAGEMENT COMMITTEE: RISK  
MANAGEMENT MATURITY ASSESSMENT 2024-2025**

*[English version of the report is the original]*

**FILE NUMBER**

5/14/2/4

**PURPOSE OF REPORT**

To provide the Committee with result feedback on the risk management maturity assessment for 2024-2025, conducted internally by the Risk Management Unit for Theewaterskloof Municipality.

**BACKGROUND**

The Risk Management Unit conducted its own maturity assessment, using guidelines from the Institute of Risk Management of South Africa (IRMSA), in order to assess/determine the municipality's risk profile and risk maturity level for the period 2017/2018.

The maturity level will determine areas for improvement, which will be directed to the Fraud and Risk Management Committee, Performance Audit Committee, and Council to address these deficiencies through training and recommended interventions.

**DISCUSSION**

The outcome of the Maturity Assessment for TWK was on Level 3. This means the municipality has implemented the Risk Management Framework in certain functional areas, but there are still areas that require attention.

**ATTACHMENTS**

7. Report on 2024-2025 Risk Management Maturity Assessment for TWK

**COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

Approved.

**COMMENTS FROM THE DIRECTORATE FINANCE**

None.

**COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES**

Recommendation is supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

No Comments. (In the background it states that the assessment is for the period 2017/2018).

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR :**

It is recommended :

1. That the Committee takes cognisance of the results of the risk management maturity assessment for the period 2024/2025.
2. That the Committee supports the recommendations stipulated in the risk management maturity assessment report to be executed by the Risk Management Unit and related role players.
3. That the risk management maturity assessment be referred to Performance- and Audit Committee for oversight.
4. That the risk management maturity assessment be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 14 MAY 2025**

1. The Committee noted the results of the risk management maturity assessment for the period 2024/2025.
2. The Committee supports the recommendations stipulated in the risk management maturity assessment report for execution by the Risk Management Unit and related role players.

It is recommended:

3. That the risk management maturity assessment be referred to Performance- and Audit Committee for oversight.
4. That the risk management maturity assessment be referred to Council for approval.

**RECOMMENDATION BY THE PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 JUNE 2025**

1. The Performance- and Audit Committee noted the risk management maturity assessment.
2. It is recommended that Council approves the risk management maturity assessment.

**RECOMMENDATION TO COUNCIL:**

It is recommended that the Council approves the Risk Management Maturity Assessment.

**RESOLVED BY COUNCIL: 07 AUGUST 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 PJ Stander, it was resolved as follows:

**Council approves the Risk Management Maturity Assessment.**

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

**ITEM TITLE**

**C205/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: CONSIDERATION BY COUNCIL TO APPOINT A FOURTH MEMBER TO THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)**

*[English version of the report is the original]*

**FILE NUMBER**

3/2/17/2

**PURPOSE / AIM OF REPORT**

The purpose of this report is for Council to consider the appointment of a fourth Member to the Municipal Public Accounts Committee (MPAC).

**BACKGROUND**

The council resolved as follows per agenda-item C215/2024 of 28 November 2024:

***2. Council appoints the following Councillors as MPAC Chairperson and Members:***

Councillor M Gana [Chairperson]  
Councillor PJ Stander [Member]  
Councillor J Smit [Member]

***Secundi: Councillor M Botes***

**DISCUSSION**

During the Council Meeting of 27 June 2025 under "Statements and Communications by the Speaker" the following remark was recorded:

"I want to thank the EMC and also the coalition for revisiting the decision of the MPAC composition. The Municipal Public Accounts Committee will have four members now and one of them will be from the opposition side. Corporate Services will prepare an agenda-item for the next Council meeting to rescind the previous decision."

**FINANCIAL IMPLICATIONS**

Provision has been made in the 2025/26 budget for this expenditure.

**LEGAL RESPONSIBILITIES**

## Section 79A of the Municipal Structures Amendment Act 2021

- (1) A municipal council must establish a committee called the municipal public accounts committee.
- (2) The mayor or executive mayor, deputy mayor or executive deputy mayor, any member of the executive committee, any member of the mayoral committee, speaker, whip and municipal officials are not allowed to be members of the municipal public accounts committee.
- (3) The municipal council must determine the functions of the municipal public accounts committee, which must include the following:
  - (a) review the Auditor-General's reports and comments of the management committee and the audit committee and make recommendations to the municipal council;
  - (b) review internal audit reports together with comments from the management committee and the audit committee and make recommendations to the municipal council;
  - (c) initiate and develop the oversight report on annual reports contemplated in section 129 of the Local Government: Municipal Finance Management Act;
  - (d) attend to and make recommendations to the municipal council on any matter referred to it by the municipal council, executive committee, a committee of the council, a member of this committee, a councillor and the municipal manager; and
  - (e) on its own initiative, subject to the direction of the municipal council, investigate and report to the municipal council on any matter affecting the municipality.
- (4) Reports of the municipal public accounts committee must be submitted to the speaker who must table such reports in the next meeting of the municipal council.
- (5)
  - (a) For the purposes of this section 'audit committee' means the audit committee envisaged in section 166 of the Local Government Municipal: Finance Management Act.
  - (b) Each municipality and each municipal entity must establish an audit committee in accordance with that section."

**RISK MANAGEMENT IMPLICATIONS**

None

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended that Council resolves to appoint Aldm/Cllr ..... as a fourth Member of the Municipal Public Accounts Committee (MPAC).

**RESOLVED BY COUNCIL: 07 AUGUST 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 H Linnerts, it was resolved as follows:

**Council resolves to appoint Councillor TB Zimmermann as a fourth Member of the Municipal Public Accounts Committee (MPAC).**

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

**ITEM TITLE**

**C206/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: APPROVAL OF QUARTERLY REPORT REGARDING RESOLUTIONS TAKEN AT COUNCIL MEETINGS FOR THE 4<sup>th</sup> QUARTER (01 APRIL 2025 TO 30 JUNE 2025)**

*[English version of the report is the original]*

**FILE NUMBER**

5/1/3

**PURPOSE OF REPORT**

That Council notes and approves the attached report reflecting the resolutions taken at Council meetings for the period 01 April 2025 to 30 June 2025.

**BACKGROUND**

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

**DISCUSSION**

After completion of the 4<sup>th</sup> quarter of the 2024/2025 Service Delivery and Budget Implementation Plan (SDBIP), the schedule is attached as an annexure to this Agenda-item for notification and approval by the Council.

**FINANCIAL IMPLICATIONS**

None.

**LEGAL RESPONSIBILITIES**

None.

**RISK MANAGEMENT IMPLICATIONS**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended that the Council notes and approves the schedule regarding decisions taken during Council meetings for the 4<sup>th</sup> quarter of 2024/25 (01 April 2025 to 30 June 2025).**

**RESOLVED BY COUNCIL: 07 AUGUST 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 H Linnerts, it was resolved as follows:

**Council noted and approved the schedule regarding decisions taken during Council meetings for the 4<sup>th</sup> quarter of 2024/25 (01 April 2025 to 30 June 2025).**

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

**ITEM TITLE****C207/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT LEGAL SERVICES: ROLES AND AREAS OF RESPONSIBILITY OF EACH POLITICAL STRUCTURE, POLITICAL OFFICE BEARER AND THE MUNICIPAL MANAGER**

*[English version of the report is the original]*

**FILE NUMBER**

2/1/1

**PURPOSE OF REPORT**

That Council approves the reviewed roles and areas of responsibility that have been established for each political structure, political office bearer and the municipal manager.

**BACKGROUND**

The Local Government: Municipal Systems Act, Act 3 of 2022 (Systems Act) stipulates that a municipality must define the roles and areas of responsibility of key role-players in the municipality.

Section 53 of the Systems Act stipulates:

A municipality must, within the framework of and in accordance with relevant provisions of the Municipal Structures Act, this Act (Local Government: Municipal Structures Act) and other applicable legislation, define the specific roles and areas of responsibility of each political structure and political office bearer of the municipality and of the municipal manager.

**DISCUSSION**

The existing roles and responsibilities have been reviewed by the Legal Department in terms of the amended legislation. The document was thereafter reviewed by the Department: Local Government for review on legislative compliance.

That cognisance be taken by all role-players within the municipality of the reviewed roles and areas of responsibility that have been established for each political structure, political office bearer and the municipal manager.

A workshop in respect of the roles and responsibilities was conducted by Department: Local Government on 28 January 2025. (PowerPoint presentation attached hereto as Annexure B)

The document regarding the roles and areas of responsibility of the key role-players in the municipality is as reviewed by the Department of Local Government is attached hereto as Annexure A.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

The Local Government: Municipal Systems Amendment Act, Act 3 of 2022.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Risk that responsible political officer bearer's act outside their role and responsibilities.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended:

1. That Council approves the reviewed roles and areas of responsibility that have been established for each political structure, political office bearer and the municipal manager, as reviewed by the Legal Department and the Department of Local Government (attached hereto as Annexure A).
2. That Council takes cognisance of that a workshop was conducted in respect of the roles and areas of responsibility that have been established for each political structure, political office bearer and the municipal manager on Tuesday, 28 January 2025 (the relevant PowerPoint Presentation is attached hereto as Annexure B)

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

Council noted that the Agenda-item has been withdrawn and will not be discussed during the meeting.

1. *Agenda-item referred back.*
2. *For finalization by the Senior Manager: Legal Services, Mr HM Gxoyiya.*

**ITEM TITLE****C208/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT LEGAL SERVICES: DELEGATION OF POWERS AND DUTIES***[English version of the report is the original]***FILE NUMBER**

2/2/2/1; 2/2/2/2; 2/2/2/3

**PURPOSE OF REPORT**

The purpose of the report is to request Council to adopt the reviewed System of Delegations.

**BACKGROUND**

As prescribed by section 59 (1) of the Local Government: Municipal Systems Act, 32 of 2000, read with the amended Systems Act 3 of 2022, a municipal council must develop a system of delegations that will maximise administrative and operational efficiency and provide for adequate checks and balances.

In order to give effect to the provisions of section 59 (1), the council adopted and approved a system of delegations on 28 February 2024 (Council Resolution C21/2024), giving delegated authority to management to perform their duties and ensuring maximum administrative and operational efficiency.

**DISCUSSION**

In terms of the Local Government: Systems Act 3 of 2022; the System of Delegations of a municipality should be amended or reviewed when the need arises. The existing System of Delegations was approved by council on 28 February 2024 (Council Resolution C21/2024). The respective Directorates within the municipality gave their inputs and made changes according to the current roles and placements. Having reviewed inputs from Directorates and consolidation thereof done, the Council must scrutinise and adopt the reviewed System of Delegations.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

Section 59(1) Local Government: Municipal Systems Act 32 of 2000.  
Section 59(1) Local Government: Municipal Systems Act 3 of 2022.  
Service Delivery Business Implementation Plan.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

No clear duties for management and co-ordination of administrative units, systems and mechanisms.

Non-performance in terms of the SDBIP.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended that Council scrutinise and adopt the reviewed System of Delegations.

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

Council noted that the Agenda-item has been withdrawn and will not be discussed during the meeting.

1. *Agenda-item referred back.*
2. *For finalization by the Senior Manager: Legal Services, Mr HM Gxoyiya.*

**ITEM TITLE**

**C209/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:  
DEPARTMENT TOWN PLANNING AND BUILDING CONTROL:  
APPOINTMENT OF INTERNAL MUNICIPAL PLANNING TRIBUNAL  
MEMBERS AND DEPUTY CHAIRPERSON**

*[English version of the report is the original]*

**FILE NUMBER**

3/2/15/3

**PURPOSE OF REPORT**

The aim of the report is to obtain Council's approval:

To amend the current compilation of the Theewaterskloof Municipality: Municipal Planning Tribunal in terms of Council resolution dated 27 June 2025.

To proceed with the appointment of the Director: Economic Development and Planning as the Deputy Chairperson of the Theewaterskloof Municipal Planning Tribunal (MPT).

**BACKGROUND**

In terms of Sections 35 and 36 of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SPLUMA), a municipality must establish a municipal planning tribunal in order to decide on certain land use applications. The Theewaterskloof Municipality Planning Tribunal was established in February 2016 and has been operating since its establishment.

Due to several resignations within the municipality, the composition of the tribunal was altered on 27 June 2025, as per a Council resolution. Currently the MPT does not have a deputy chairperson in the event of unavailability of the chairperson. This could hamper the functioning of the MPT.

In terms of Section 72(10) of the Theewaterskloof Municipality By-Law on Municipal Land Use 2020 stipulates:

The Council must designate from among the members of the Tribunal-

The chairperson of the Tribunal; and  
another member as deputy chairperson, to act as chairperson of the Tribunal when the chairperson is absent or unable to perform his/her duties.

To prevent any future interruptions in the functioning of the Municipal Planning Tribunal (MPT), it has become necessary to reassess the tribunal's composition, appoint and deputy chairperson and review the appointments of internal members by designation.

## DISCUSSION

Mr. Chris Rabie is currently serving as an external member and chairperson of the planning tribunal. His tenure in this role extends until February 2026. Additionally, Mr. Ron Bruning, the Manager of Town Planning and Building Control at Swellendam Municipality, has been appointed as the second external member. These appointments will continue as part of the Municipal Planning Tribunal.

The internal members of the tribunal comprise of certain Directors and Deputy Directors of the respective directorates and the Manager of Town Planning and Building Control. It is not necessary for all deputy directors to serve as full-time members. To ensure the tribunal's uninterrupted operations when permanent members are on leave or unable to attend, it is proposed to appoint secudi's.

Previously Directors were not considered full-time employees of the Municipality as they were on fixed term contract contracts therefore could not be member of the Tribunal. However, since the change in regulations Directors are permanent employed therefore deemed a full-time employee. It is important to have the Director as a permanent member as the MPT as Directors often have a broad understanding of municipal priorities and can ensure decisions align with strategic goals.

In terms of Section 36(1)(a) of Spatial Planning Land Use Management Act (SPLUMA), 2013 stipulates that:

"A Municipal Planning Tribunal must consist of officials in the full-time service of the municipality...". The proposed amendment aligns with this requirement, ensuring consistency with SPLUMA.

The proposed composition of the tribunal is as follows:

Designation	MPT Membership
Director Economic Development and Planning	Permanent member
Deputy Director: Economic Development and Planning	Permanent member
Deputy Director: Technical Services	Permanent member
Deputy Director: Community Services	Permanent member
Deputy Director: Finance	Permanent member
Manager: Town Planning and Building Control	Permanent member
Head: Property Valuations	Secondi of Deputy Director: Finance
(Manager Technical Services) (Community Services)	Secondi of Deputy Director: Community Services

Deputy Director: Electrical Services	Secondi of Deputy Director: Technical Services
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The planning tribunal will therefore have four (6) permanent internal members with three (3) secondi.

#### **FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

The new composition should be advertised in the provincial gazette following council approval. The estimated cost is less than R2,000.

#### **LEGAL IMPLICATIONS (ITEM AUTHOR)**

In terms of Sections 35 and 36 of SPLUMA, the municipality must appoint members of a planning tribunal to decide on certain land use applications.

#### **RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

#### **RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended that Council approves the following amended composition of the Municipal Planning Tribunal:

Designation	MPT Membership
Director: Economic Development and Planning	Permanent member
Deputy Director: Economic Development and Planning	Permanent member
Deputy Director: Technical Services	Permanent member
Deputy Director: Community Services	Permanent member
Deputy Director: Finance	Permanent member
Manager: Town Planning and Building Control	Permanent member
Head: Property Valuations	Secondi of Deputy Director: Finance
(Manager Technical Services) (Community Services)	Secondi of Deputy Director: Community Services
Deputy Director: Electrical Services	Secondi of Deputy Director: Technical Services

It is recommended that Council approves the appointment of the Director: Economic Development and Planning, as the Deputy Chairperson of the Theewaterskloof Municipal Planning Tribunal.

**RESOLVED BY COUNCIL: 07 AUGUST 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 Councillor P Stander, it was resolved as follows:

**Council approves the following amended composition of the Municipal Planning Tribunal:**

<b>Designation</b>	<b>MPT Membership</b>
<b>Director: Economic Development and Planning</b>	<b>Permanent member</b>
<b>Deputy Director: Economic Development and Planning</b>	<b>Permanent member</b>
<b>Deputy Director: Technical Services</b>	<b>Permanent member</b>
<b>Deputy Director: Community Services</b>	<b>Permanent member</b>
<b>Deputy Director: Finance</b>	<b>Permanent member</b>
<b>Manager: Town Planning and Building Control</b>	<b>Permanent member</b>
<b>Head: Property Valuations</b>	<b>Secondi of Deputy Director: Finance</b>
<b>(Manager Technical Services) (Community Services)</b>	<b>Secondi of Deputy Director: Community Services</b>
<b>Deputy Director: Electrical Services</b>	<b>Secondi of Deputy Director: Technical Services</b>

**Council approves the appointment of the Director: Economic Development and Planning, as the Deputy Chairperson of the Theewaterskloof Municipal Planning Tribunal.**

*For finalization by the Director: Economic Development and Planning, Ms N Baliso.*

**ITEM TITLE**

**C210/2025 DIRECTORATE FINANCE: REPORTING ON PERFORMANCE OF CONTRACTORS: 4th QUARTER – APRIL, MAY AND JUNE 2025**

*[English version of the report is the original]*

**FILE NUMBER**

8/2/3/5/3

**PURPOSE OF REPORT**

To present a report to the Council in terms of the contract and performance management of the Financial Departments contractors for the period from April, May and June 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:

<b>Department:</b>	April 25	May 25	June 25
<b>Financial Services</b>	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: 22 JULY 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 BY THE EMC TO COUNCIL: 22 JULY 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 H Linnerts 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: 07 AUGUST 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**

**C211/2025     DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN  
MANAGEMENT: 2024/2025 IMPLEMENTATION REPORT**

*[English version of the report is the original]*

**FILE NUMBER**

6/3/3/R

**PURPOSE OF REPORT**

To present the Implementation Report for the 2024/25 financial year to the Council for cognisance.

**BACKGROUND**

With reference to Clause 6 of the Supply Chain Management Policy:

**Clause 6 States the following:**

**(6) Oversight role of council**

1. The Theewaterskloof Council reserves its right to maintain oversight over the implementation of this Policy.
2. For the purposes of such oversight the Accounting Officer must –
  - a. within 30 days of the end of each financial year, submit a report on the implementation of this Policy and the supply chain management policy of any municipal entity under the sole or shared control of the municipality, to the council of the municipality; and
  - b. whenever there are serious and material problems in the implementation of this Policy, immediately submit a report to the council.
3. The Accounting Officer must, within 10 days of the end of each quarter, submit a report on the implementation of the supply chain management policy to the mayor.
4. The reports must be made public in accordance with section 21A of the Municipal Systems Act.

**DISCUSSION**

As per attachment.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

As per attachment.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

69

Clause 6 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: 22 JULY 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 BY THE EMC TO COUNCIL: 22 JULY 2025**

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

- 1. That Council takes cognisance of the report.**
- 2. That a Municipal Imbizo be scheduled by the Directorate Finance to include the empowerment of Local Suppliers/Contractors.**

**RECOMMENDATION TO COUNCIL:**

**It is recommended:**

- 1. That Council takes cognisance of the report.**
- 2. That a Municipal Imbizo be scheduled by the Directorate Finance to include the empowerment of Local Suppliers/Contractors.**

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

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

- 1. Council noted the report.**
- 2. That a Municipal Imbizo be scheduled by the Directorate Finance to include the empowerment of Local Suppliers/Contractors/local content in tenders.**

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

**ITEM TITLE**

**C212/2025      DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN  
MANAGEMENT: DEVIATION REPORT FOR JUNE 2025**

*[English version of the report is the original]*

**FILE NUMBER**

6/3/3/6

**PURPOSE OF REPORT**

To present a report to the Council consisting of the reasons for deviating in terms of subparagraphs 36(1)(a) and (b) of the SCM Policy for the month of June 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 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: 22 JULY 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 BY THE EMC TO COUNCIL: 22 JULY 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 Y van Tonder 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: 07 AUGUST 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**

**C213/2025     DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN  
MANAGEMENT: YEAR END STORE REPORT – 30 JUNE 2025**

*[English version of the report is the original]*

**FILE NUMBER**

6/1/1/2

**PURPOSE OF REPORT**

To present the year-end stock take report to the Council for the 2024/25 Financial Year ending 30 June 2025 and to approve variances. It is further recommended that Council accept that the identified slow moving stock must be kept in the stores, and that the identified slow-moving stock should be written off as requested by Town Managers, Technical Officials and Store Officials.

**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 are 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 reviewing 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**

The Year-end stock counts took place on 25 June 2025 for Grabouw, Villiersdorp, Genadendal and Riviersonderend Stores and 26 June 2025 for Caledon Store. The counts were conducted by Internal Audit, SCM officials and the respective store officials.

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

Summary per Store 30 June 2025:

<b>Description</b>	<b>Total Surplus "R"</b>	<b>Total Loss "R"</b>
Caledon Store	2 492.78	7 556.55
Grabouw Store	-	-
Villiersdorp Store	-	-
Riviersonderend Store	437.71	334.93
Genadendal Store	-	23.73
<b>TOTAL</b>	<b>2 930.49</b>	<b>7 915.21</b>

The above results indicate that the stores have a surplus of R 2 930.49 and a loss of (R 7 915.21) for the year-end stock take.

Significant Limitations:

Variances are easily detectable the moment they occur. Considering the timeframe and ensuring timeously reporting, future reconciliations between the stores and the supply chain management department should be conducted monthly.

Reconciliation between General Ledger and Stores:

Description	General Ledger Total "R"	Store Total "R"	Difference "R"
TOTAL	R 7 012 124.15	R 7 012 124.16	R 0.01

The Net realisable value of all inventory items was reviewed and found to be compliant with GRAP 12.(17) & 18 (b) as it is measured at the lower of cost or net realisable value.

Proof of counts, variances and approval of net realisable stock 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 Council grant approval to write off the stock losses amounting to (R7 915.21) and to amend the stock records to reflect the surplus stock amounting to R 2 930.49.
2. That Council takes cognizance of the abovementioned in the 4<sup>th</sup> quarter store report.

### **RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 22 JULY 2025**

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

1. That Council grant approval to write off the stock losses amounting to (R7 915.21) and to amend the stock records to reflect the surplus stock amounting to R 2 930.49.
2. That council takes cognizance of the abovementioned in the 4<sup>th</sup> quarter store report.

**RECOMMENDATION BY THE EMC TO COUNCIL: 22 JULY 2025**

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

1. That Council grant approval to write off the stock losses amounting to (R7 915.21) and to amend the stock records to reflect the surplus stock amounting to R 2 930.49.
2. That council takes cognizance of the abovementioned in the 4<sup>th</sup> quarter store report.

**RECOMMENDATION TO COUNCIL:**

It is recommended:

1. That Council grant approval to write off the stock losses amounting to (R7 915.21) and to amend the stock records to reflect the surplus stock amounting to R 2 930.49.
2. That Council takes cognizance of the abovementioned in the 4<sup>th</sup> quarter store report.

**RESOLVED BY COUNCIL: 07 AUGUST 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 granted approval to write off the stock losses amounting to (R7 915.21) and to amend the stock records to reflect the surplus stock amounting to R 2 930.49.
2. Council noted the abovementioned in the 4<sup>th</sup> quarter store report.

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

**ITEM TITLE**

**C214/2025     DIRECTORATE FINANCE: WITHDRAWALS FROM MUNICIPAL  
BANK ACCOUNTS: APRIL – JUNE 2025**

*[English version of the report is the original]*

**FILE NUMBER**

5/15/R

**PURPOSE 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.

**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 June 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

Withdrawals were made for investment purposes. Complete details can be found on the list of 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.

### **LEGAL REQUIREMENTS**

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 Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 30 June 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: 22 JULY 2025**

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

1. That Council confirms the list of withdrawals in terms of Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 30 June 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: 22 JULY 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 C Cloete, it was recommended as follows:

1. That Council confirms the list of withdrawals in terms of Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 30 June 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 Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 30 June 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: 07 AUGUST 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 confirms the list of withdrawals in terms of Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 30 June 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 TITLE**

**C215/2025     DIRECTORATE FINANCE: FINANCIAL REPORT ITEM: FOURTH QUARTER (APRIL 2025 - JUNE 2025)**

*[English version of the report is the original]*

**FILE NUMBER**

5/16/R

**PURPOSE OF REPORT**

The purpose of this report is to inform the Council on the current financial state as of 30 June 2025.

**BACKGROUND**

Attached is the Financial Report for the month of June 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:

- Executive Summary
- Capital Expenditure
- Operating Revenue and Expenditure
- Cash and Investments
- Borrowings
- Grants
- Debtors
- Creditors

**DISCUSSION**

As per attached report.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

As per attached report.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

The report for the fourth quarter (April 2025 – June 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:

1. That Council notes the Monthly Budget Statement, Performance and supporting documentation as of 30 June 2025.
2. That Council notes that this is a provisional report and that amendments will be made after the year-end procedures have been concluded.

**RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 22 JULY 2025**

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

1. That Council notes the Monthly Budget Statement, Performance and supporting documentation as of 30 June 2025.
2. That Council notes that this is a provisional report and that amendments will be made after the year-end procedures have been concluded.

**RECOMMENDATION BY THE EMC TO COUNCIL: 22 JULY 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 C Cloete, it was recommended as follows:

1. That Council notes the Monthly Budget Statement, Performance and supporting documentation as of 30 June 2025.
2. That Council notes that this is a provisional report and that amendments will be made after the year-end procedures have been concluded.

**RECOMMENDATION TO COUNCIL:**

It is recommended:

1. That Council notes the Monthly Budget Statement, Performance and supporting documentation as of 30 June 2025.
2. That Council notes that this is a provisional report and that amendments will be made after the year-end procedures have been concluded.

**RESOLVED BY COUNCIL: 07 AUGUST 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 CT Cloete, it was resolved as follows:

- 1. Council noted the Monthly Budget Statement, Performance and supporting documentation as of 30 June 2025.**
- 2. Council noted that this is a provisional report and that amendments will be made after the year-end procedures have been concluded.**

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

*The Acting Director: Community Services, Mr N Arendse leaves the Council Chambers for the discussion of this agenda-item.*

**ITEM HEADING**

**C216/2025 OFFICE OF THE MUNICIPAL MANAGER – EXTENSION OF ACTING APPOINTMENT: N ARENDSE (DIRECTOR: COMMUNITY SERVICES)**

*[English version of the report is the original]*

**FILE NUMBER**

4/4/1/11

**PURPOSE / AIM OF REPORT**

To obtain Council approval for the extension of the appointment of the current Acting Director: Community Services (Mr. N Arendse).

**BACKGROUND**

On 30 April 2025 Council appointed Mr. N Arendse as Acting Director: Community Services.

His appointment was confirmed by MEC Bredell for an initial period of three months.

**DISCUSSION**

The appointment is until 31 July 2025 and given the fact that the current Director: Community Services is currently still under suspension, pending the outcome of the disciplinary hearing needs to extend the acting appointment.

**FINANCIAL RESPONSIBILITIES**

None.

**LEGAL RESPONSIBILITIES**

Upper Limits Regulations for Senior Managers.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Negative impact on service delivery.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

1. That Council notes the content of the report.
2. That the acting appointment of Mr N Arendse be extended with a further three (3) months from 01 August 2025.

### **3. That concurrence be obtained from the MEC for Local Government.**

#### **DISCUSSION DURING THE MEETING:**

*Alderman BB Mkhwibiso requested a 15-minute caucus break which were granted by the Speaker.*

*After the caucus break Alderman DA Appel submitted the following proposal:*

- 1. That Council noted the content of the report.*
- 2. That no acting appointment for Director for Community Services be made.*
- 3. That Mr WSE Solomons-Johannes be brought back from suspension with immediate effect.*

*Proposal was seconded by Councillor RL Mienies.*

*Alderman S Fredericks submits a counter-proposal that the recommendation as per the agenda-item be accepted.*

*Counter-proposal was seconded by Councillor M Botes.*

*The voting process started, and each councillor indicated by hand whether they vote for 1. Counter-proposal by Alderman S Fredericks and seconded by Councillor M Botes or 2. The proposal by Alderman DA Appel seconded by Councillor RL Mienies.*

*The result of the voting process is as follows:*

*Counter-proposal by Alderman S Fredericks and seconded by Councillor M Botes = 13 votes.*

*Proposal by Alderman DA Appel and seconded by Councillor RL Mienies = 12 votes.*

*Councillor TB Zimmermann abstains from the voting process.*

#### **RESOLVED BY COUNCIL: 07 AUGUST 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 M Botes, it was resolved as follows:*

- 1. Council noted the content of the report.**
- 2. That the acting appointment of Mr N Arendse be extended with a further three (3) months from 01 August 2025.**
- 3. That concurrence be obtained from the MEC for Local Government.**

*For finalization by the Senior Manager: Human Resources, Mr J Amansure.*

*Mr N Arendse returns to the Council Chambers.*

**ITEM HEADING**

**C217/2025 DIRECTORATE TECHNICAL- AND INFRASTRUCTURE  
IMPLEMENTATION SERVICES: INTEGRATED WASTE BY LAW  
AND 4<sup>th</sup> GENERATION INTEGRATED WASTE MANAGEMENT PLAN**

*[English version of the report is the original]*

**FILE NUMBER**

16/5/1/4

**PURPOSE / AIM OF REPORT**

This report aims to obtain Council approval on the reviewed integrated waste by-law and also the integrated waste management plan.

**BACKGROUND**

Legislation requires municipalities to have by -law for the operation towards waste management on refuse removal, transportation and the disposal at drop-off and waste transfer stations. The current by-law of 2015 is outdated and a new by-law streamlined with The Integrated Waste Management Plan (IWMP) was drafted to be compliant with the National norms and standards. The IWMP was sent to (DEADP) Department of environmental affairs and development in June 2023 via consultants and DEADP only report back in October 2023. Subsequent to the beforementioned the draft bylaw was tabled and workshop with Council respectively on 24 October 2024 and 28 November 2024 where after a public participation process was embarked upon. No comments were received and therefor the item being brought back to Council for final approval.

**DISCUSSION**

A new integrated by -law has been developed in 23/24 financial year to comply with the legislation due to the outdated bylaw of 2015. The primary objective of this by-law is to establish a waste management hierarchy of priorities, in the following order of priority for activities —

- (a) avoidance, minimization and reduction of waste;
- (b) re-use of waste;
- (c) recycling, reclaiming, processing and treatment of waste; and
- (d) disposal of waste.

1. The main objects of this By-law are to regulate the collection,
2. handling,
3. storage,
4. transport,
5. recycling,
6. treatment and disposal of waste;

Currently 5 towns are on a split bag recycling system to minimize our waste stream in Grabouw, Villiersdorp, Caledon, Greyton and Riviersonderend. The percentage of 15.93% of material is recycled from the waste stream.

Theewaterskloof Municipality develop an Integrated Waste Management Plan (IWMP) as required by the National Waste Management Strategy (NWMS) 2020 and therefore placed an obligation on the Theewaterskloof Municipality to develop an IWMP and review it every five years as part of the strategic sector plans of the IDP.

The plan covers all 14 wards of the municipality falling within Grabouw, Villierdorp, Caledon, Genadendal, Greyton, Riviersonderend, Botrivier and Tesselaarsdal. It reviews services currently rendered, identify needs and sets goals to be achieved in order to meet the set requirements of the National Environmental Waste Management Act (Act 59 of 2008) (NEWMA), as amended and the NWMS.

The development of the plan included the following steps:

1. Background study.
2. Status quo analysis.
3. Legislative and policy review
4. Identifying gaps and needs
5. Development of goals and objectives
6. Development of an implementation strategy
7. Development of a monitoring plan
8. Public consultation

The priorities and goals in terms of the bylaw and integrated waste plan is that the municipality should attain with regards to waste management. Using the information collected on the historical and current waste management situation the following strategic goals for the IWMP were developed:

The following Goals pertaining to waste management within the TWKM were identified:

### **Strategic**

Key interventions and outcomes from NWMS 2020.  
Relevant and up to date Waste Management By-Laws.

### **General**

- Render a sustainable, equitable and cost-effective removal service to all domestic and business premises in the TWKM area. Improve refuse collection in informal settlements.
- Promote separation of waste at source, i.e. at the point of generation (commencing with recycling and composting projects).

- Assist and encourage the development of buy-back centres, recycling sorting centres following separation at source. Provide for public recycling drop-off facilities such as at shopping centres, landfills, etc.
- Manage Industrial Waste.

### **Landfill site and WDFs**

Ensure that all WDF meets license requirements and have sufficient security.

Rehabilitation of landfill sites to commence.

Public awareness Community involvement, awareness and education programmes concerning recycling, separation at source and waste management in general.

### **Waste minimisation and recycling**

Implement OWDP and WMP.

### **Service provision (Collection)**

Domestic collection Rendering a sustainable, affordable, reliable and effective collection service to all residential areas within the TWKM.

### **Commercial collection**

To render a sustainable cost-effective commercial refuse removal service in formal areas as per the required frequency. To further ensure the standardisation of commercial containers and adequate storage space at the service point.

### **Public dumping facilities / garden sites.**

To investigate the feasibility of public dumping facilities to provide an additional facility for the community to primarily take their garden waste and uncollected domestic waste to and as a method of reducing illegal dumping, collection time and transport cost.

### **Equipment**

Vehicle replacement policy and allocation of budget to implement policy.

### **Street sweeping**

To implement a proper, adequately staffed street cleaning service in all business areas, decentralised business areas and along all major routes at the various towns within the TWKM area.

To place an adequate number of litter bins within business areas and high use areas throughout the TWKM which are serviced on a regular basis.

**Personnel**

Have adequate, medically fit, well-trained personnel to cover the range of tasks required to deliver a total waste management service to the communities. All management and supervisory positions need to be filled.

**Industrial and Health Care Risk Waste**

To ensure the safe handling and disposal of Industrial (non-hazardous and hazardous) waste and HCRW generated or handled within the municipal area.

**Finances / income / revenue**

Have the council committed to the IWMP, to ensure that the correct budgeting takes place and that the appropriate revenue collections systems are in place.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

Theewaterskloof Integrated Waste Plan must be linked to the Integrated Development plan. A new vote number must be put on the Phoenix financial system. Attached are the future financial planning on IWMP for Theewaterskloof which are not cast in stone.

Waste by -law R 35 000.00 for Provincial Gazette

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

National Environmental Management Act 1989

National Waste Management strategy 2020

Constitution

National Waste Management Act 2008

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Risk of non-compliance with the National strategy may impose that Theewaterskloof Municipality will forfeit possible funding opportunities as well of directives may ensure.

**COMMENTS FROM THE OFFICE OF THE MUNICIPAL MANAGER**

Recommendation is supported.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Recommendation is supported.

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

Supported.

**COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)**

Support in principle, but the By-law and IWMP need to be made available with the report to read and fully understand the content of it for internal input.

**COMMENTS FROM TOWN MANAGER: BOTRIVER**

Support recommendation.

**COMMENTS FROM THE TOWN MANAGER: GRABOUW**

Noted.

**COMMENTS FROM THE TOWN MANAGER: VILLIERSDORP**

Draft By-law for public comments is noted.

**COMMENTS FROM THE TOWN MANAGER: GREYTON/GENADENDAL**

The report is noted.

**COMMENTS: TOWN MANAGER: RIVIERSONDEREND**

Support recommendation.

**RECOMMENDATION BY MANAGEMENT TO COUNCIL: 24 OCTOBER 2024**

It is recommended:

1. That Council takes note of the implementation of the Integrated Waste By-law and Integrated Waste Management Plan.
2. That Council approves the reviewed Integrated Waste By-law and the 4<sup>th</sup> Generation Integrated Waste Management Plan.
3. That the reviewed Integrated Waste By-law be advertised for public comment whereafter the reviewed bylaw will be workshopped with the Council prior to final approval and proclamation in the Government Gazette.

**RECOMMENDATION TO COUNCIL:**

It is recommended:

1. That Council takes note of the implementation of the Integrated Waste By-law and Integrated Waste Management Plan.
2. That Council approves the reviewed Integrated Waste By-law and the 4<sup>th</sup> Generation Integrated Waste Management Plan.
3. That the reviewed Integrated Waste By-law be advertised for public comment whereafter the reviewed bylaw will be workshopped with the Council prior to final approval and proclamation in the Government Gazette.

**RECOMMENDATION BY COUNCIL TO A WORKSHOP: 28 NOVEMBER 2024**

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

1. Council takes note of the implementation of the Integrated Waste By-law and Integrated Waste Management Plan.
2. Council approves the reviewed Integrated Waste By-law and the 4<sup>th</sup> Generation Integrated Waste Management Plan.
3. That the reviewed Integrated Waste By-law be advertised for public comment.
4. That the reviewed Integrated Waste Bylaw and the 4<sup>th</sup> Generation Integrated Management Plan be referred to the next Council Workshop.

**RESOLVED BY WORKSHOP: 22 JANUARY 2025**

Council noted the reviewed Integrated Waste Bylaw and the 4<sup>th</sup> generation Integrated Management Plan.

**FINAL RECOMMENDATION TO THE COUNCIL:**

It is recommended:

1. That Council approves the bylaw since all legal requirements have been met in terms of the public participation and obtaining comments from the sector departments.
2. That Council notes that the bylaw will be promulgated in the Government Gazette.

**RESOLVED BY COUNCIL: 07 AUGUST 2025**

**Council noted that the Agenda-item has been withdrawn and will not be discussed during the meeting.**

1. *Agenda-item referred back.*
2. *For finalization by the Director: Technical- and Infrastructure Implementation Services, Mr H Matthee.*

**N. DRINGENDE AANGELEENTHEDE**  
**URGENT MATTERS**

Geen / None

**O. ORWEGING VAN KENNISGEWINGS VAN MOSIES**  
**CONSIDERATION OF NOTICES OF MOTIONS**

**P. ORWEGING VAN KENNISGEWINGS EN VRAE**  
**CONSIDERATION OF NOTICES AND QUESTIONS**

**Q. ORWEGING VAN DRINGENDE MOSIES /**  
**CONSIERATION OF NOTICES AND QUESTIONS**

**R. IN-KOMITEEVERGADERING AGENDA-ITEMS VIR BESPREKING**  
**IN-COMMITTEE MEETING AGENDA-ITEMS FOR DISCUSSION**

Minuted and distributed as a separate Minutes of the Meeting.

**S. VERDAGING / ADJOURNMENT**

Die vergadering verdaag om 18:00.  
The meeting adjourned at 18:00.

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.

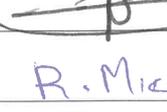
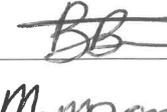
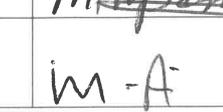
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SPEAKER

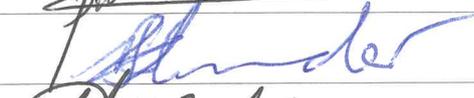
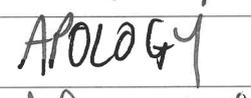
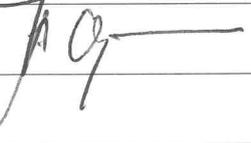
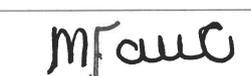
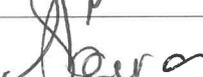
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DATUM/DATE

OPGESTEL EN BYGEHOU DEUR:  
COMPILED AND RECORDED BY:

  
.....  
S BARON  
SEKRETARIAAT DIENSTE  
SECRETARIAT SERVICES

**RAADSVERGADERING  
COUNCIL MEETING  
07 AUGUSTUS / AUGUST 2025**

NAAM EN VAN / NAME AND SURNAME	HANDTEKENING / SIGNATURE
<b><u>Raadslede / Councillors :</u></b>	
Raadsheer/Alderman LM de Bruyn	Sick leave
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	BB
Raadslid/Councillor M Mpambani	M. Mpambani
Raadslid/Councillor MA Nomkoko	M-A Nomkoko

Raadsheer/Alderman MR Nongxaza	
Raadslid/Councillor V Papier	
Raadsheer/Alderman M Plato-Mentoor	
Raadslid/Councillor MS Shale	
Raadslid/Councillor J Smit	
Raadslid/Councillor C Smith	
Raadslid/Councillor PJ Stander	
Raadslid/Councillor YM van Tonder	
Raadslid/Councillor TB Zimmermann	
<b><u>Amptenare/Officials:</u></b>	
Mnr/Mr W Hendricks	
Mnr/Mr GW Hermanus	
Mnr/Mr P Mabhena	
Mnr / Mr H Mathee	Apology
Me./Ms N Baliso	
Mnr./Mr N Arendse	
Mnr./Mr A Opperman	
Mnr/Mr H Gxoyiya	
Me./Ms M Faul	
Me./Ms L Kilowan	
Me./Ms S Baron	
Me./Ms F Ngxowa	
MR ZK BENJAMIN	



