



MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY

[27 AUGUSTUS / AUGUST 2025]

RAADSVERGADERING /
COUNCIL MEETING

NOTULE / MINUTES

27 AUGUSTUS / AUGUST 2025

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H.1 Geen / None

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THEEWATERSKLOOF MUNISIPALITEIT/ MUNICIPALITY

NOTULE VAN 'N RAADSVERGADERING GEHOU OP 27 AUGUSTUS 2025 OM 14:00, IN DIE RAADSAAL, MUNISIPALE KANTORE, CALEDON.

MINUTES OF A COUNCIL MEETING HELD ON 27 AUGUST 2025 AT 14:00 IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, CALEDON.

A. OPENING EN VERWELKOMING

Die Voorsitter, Speaker Raadslid WH Wells, verwelkom almal teenwoordig en open die vergadering met gebed en laat 'n oomblik van stilte toe vir diegene wat afgesterf het.

OPENING AND WELCOME

The Chairperson, Speaker Councillor WH Wells, welcomes all present and opens the meeting with prayer and allows a moment of silence for those who have passed away.

B. VERKIESING VAN WUDE 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 LM de Bruyn

Goedkeuring was verleen deur die Speaker aan die Uitvoerende Burgemeester vir die nie-bywoning van die Gewone Raadsvergadering as gevolg van 'n doktersafspraak. / Approval was granted by the Speaker for the Executive Mayor to be excused from the Ordinary Council Meeting for a doctor's appointment.

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

Goedkeuring was verleen deur die Speaker aan Rdl van Tonder vir die nie-bywoning van die Gewone Raadsvergadering as gevolg van sterfte in haar familie. / Approval was granted by the Speaker to Cllr van Tonder for the Ordinary Council Meeting due to death in her family.

Raadslid/Councillor TB Zimmermann

Amptenare / Officials

Me./Ms N Baliso	(Namens die Munisipale Bestuurder) (On behalf of the Municipal Manager)
Mnr./Mr P Mabhena	(Direkteur: Finansies) (Director: Finance)
Mnr./Mr N Arendse	(Wnde Direkteur: Gemeenskapsdienste) (Acting Director: Community Services)
Mnr./Mr H Matthee	(Direkteur: Tegniese- en Infrastruktuur Implementeringsdienste) (Director: Technical- and Infrastructure Implementation Services)
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) (Verlaat die Raadsaal met die aanvang van die bespreking van die In-Komitee Agenda) (Snr Admin Officer: Councillor Support) (Leaves the Council Chambers at the start of the discussion of the In-Committee Agenda.)

Me./Ms T Michel	(Kommunikasie Beampte) (<i>Verlaat die Raadsaal met die aanvang van die bespreking van die In-Komitee Agenda</i>) (Communications Officer) (<i>Leaves the Council Chambers at the start of the discussion of the In-Committee Agenda.</i>)
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:

Mnr./Mr W Hendricks	Verskoning / Apology
Mnr./Mr GW Hermanus	Siekteverlof / 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: 22 Julie 2025

Die Raad neem kennis van die Notule van die vergadering van die Uitvoerende Burgemeester en sy Komitee gehou op 22 Julie 2025.

Minutes of EMC Meeting: 22 July 2025

Council takes cognizance of the Minutes of a meeting of the Executive Mayor and his Committee held on 22 July 2025.

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

E.1 Notule van Raadsvergadering: 07 Augustus 2025

BESLUIT :

Om op voorstel van Raadsheer S Fredericks, gesekondeer deur Raadslid P Stander die Notule van die Raadsvergadering van 07 Augustus 2025 hiermee goed te keur, te bekragtig en te laat onderteken as *prima facie* bewys van die juistheid daarvan.

Minutes of Council Meeting: 07 August 2025

RESOLVED:

To, on proposal by Alderman S Fredericks seconded by Councillor P Stander hereby approve, confirm and have signed the Minutes of the Council Meeting of 07 August 2025 as *prima facie* evidence of its correctness.

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

Geen / None

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

Geen / None

H. VOORLEGGINGS / PRESENTATIONS

Geen / None .

I. VERSLAE VOORGELê DEUR DIE DIREKTORAAT TEGNIESE EN INFRASTRUKTUUR IMPLEMENTERINGSDIENSTE REPORTS PRESENTED BY THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

ITEM TITLE

C220/2025 DIRECTORATE COMMUNITY SERVICES: DEPARTMENT LIBRARIES: ASSIGNMENT AGREEMENT REGARDING THE OPERATION OF PUBLIC LIBRARIES BY MUNICIPALITIES IN THE WESTERN CAPE

[English version of the report is the original]

FILE NUMBER

17/6/B

PURPOSE OF REPORT

The purpose of this item is to present the Portfolio Committee and Council with the 3-year Assignment Agreement regarding the operation of public libraries by the Municipality, for consideration.

BACKGROUND

The introduction of the Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated in section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution), and section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution) it is the intention to assign to the municipality all or part of the administration of a function.

DISCUSSION

This Assignment aims to solve the VAT issue going forward, this Assignment Agreement will consolidate the decades long practical co-operation and co-funding regarding libraries between the Department and the Municipality in a legal co-operation, ensuring the ongoing execution of functions on the government level where it is best performed.

This Assignment Agreement stipulates the following in respect of the assigned functions:

- the role and responsibilities of the Municipality.
- the roles and responsibilities of the Department; and
- the funding arrangements for the Municipality in respect of the assigned functions.

The commencement date for the assignment will be the date on which the assignment is brought into operation by a proclamation issued in accordance with section 36 of the Provincial Constitution and section 126(c) of the Constitution.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per current status quo.

LEGAL IMPLICATIONS (ITEM AUTHOR)

- Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
- Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).
- Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

1. It is recommended that the Community Services Portfolio Committee, EMC and Council acknowledges the Executive Assignment based on the legislation below.
 - 1.1. Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
 - 1.2. Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).
 - 1.3. Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)

**RECOMMENDATION BY THE COMMUNITY SERVICES COMMITTEE TO EMC:
05 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 D Jacobs, it was recommended as follows:

1. The Community Services Portfolio Committee acknowledged the Executive Assignment based on the legislation below.
2. That the EMC and Council acknowledge the Executive Assignment based on the legislation below:

- 2.1. **Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.**
- 2.2. **Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
- 2.3. **Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 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:

1. **The EMC noted the Executive Assignment based on the legislation below.**
2. **It is recommended that Council noted the Executive Assignment based on the legislation below:**
 - 2.1 **Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.**
 - 2.2 **Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
 - 2.3 **Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

RECOMMENDATION TO COUNCIL:

It is recommended that Council noted the Executive Assignment based on the legislation below:

1. **Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.**
2. **Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
3. **Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

RESOLVED BY COUNCIL: 27 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 P Stander, it was resolved as follows:

Council noted the Executive Assignment based on the legislation below:

- 1. Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.**
- 2. Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
- 3. Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

For finalization by the Manager: Sustainable Development, Ms J Marzec-Visagie.

ITEM TITLE

**C221/2025 DIRECTORATE COMMUNITY SAFETY: DISASTER
MANAGEMENT – ANNUAL REPORT IN TERMS OF SECTION 50
OF THE DISASTER MANAGEMENT ACT – 2024/25**

[English version of the report is the original]

FILE NUMBER

17/4/3

PURPOSE OF REPORT

The purpose of this report is to present the 2024/25 Annual Report of the Theewaterskloof Disaster Risk Management Centre to Council.

BACKGROUND

In accordance with Section 50 of the Disaster Management Act, No 57 of 2002, it requires that the Disaster Risk Management Center of a municipality must submit a report annually to the municipal Council on:

- Its activities during the year,
- The result of the center's monitoring of prevention and mitigating initiatives,
- Disasters that occurred during the year in the area of the municipality
- The classification, magnitude, and severity of those disasters,
- The effect they had,
- Particular problems that were experienced in dealing with disasters and generally implementing the DM Act, the DM Framework of the Province and the DM Framework of the Municipality,
- The way in which problems were addressed with any recommendations,
- Progress with the preparation and regular updating in terms of Section 52 and 53 of Disaster Management Plans and Strategies and
- Evaluation of the implementation of such plans.

DISCUSSION

The annual report covers the period from 01 July 2024 to 30 June 2025 in compliance with Section 50 of the Disaster Management Act, No 57 of 2002. The annual report provides an overview of activities and a reflection on the activities undertaken by the Disaster Risk Management Centre of Theewaterskloof Municipality. With the limited capacity and resources of the TWK DRMC, it functioned effectively under the period of review. It responds to major disaster events and provides relief for those affected by the disasters.

The structure of the annual report follows the components of the annual report as outlined in Section 50 of the DMA as well as the template for annual reporting supplied by the National Disaster Management Centre.

The TWK DRMC works with all stakeholders to ensure the management, coordination, and response to disaster incidents. During the reporting year, we remain to provide support and assistance to those affected, and to coordinate disaster incidents such as floods, fires, and droughts.

We do see, and experience an incline in disaster events, the compounded impact on our people, governance, and the broader economy, and it requires us to build a risk avoidance culture within Theewaterskloof. Disasters are costly and it can take years to recover from them. Credible risk identification and risk assessments are very important in the preparation of any possible disaster events. We do have disaster management capacity contains, and it becomes a challenge to deal with the increasing number and magnitude of disaster events we experienced over the past year.

The Annual Report gave an overview of the activities of the DRMC during the period of reporting, the responses to disaster incidents, major incidents of disasters occurred, plans and strategies that were drafted and submitted and highlights of the year.

The Annual Report is attached to this Item as Annexure A.

COMMENTS: LEGAL SERVICES

In support of the recommendation from the Author.

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

Noted.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Support the recommendation to Council.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (PUBLIC SAFETY)

Noted.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per the approved budget for Disaster Risk Management activities

LEGAL IMPLICATIONS (ITEM AUTHOR)

The municipality draws its legislative mandate from the Disaster Management Act 57 of 2002 as amended. Below are some of the main legislative requirements including:

- The Constitution of the Republic of South Africa, 1996
- Disaster Management Act (Act 57 of 2002)
- Disaster Management Amended Act (Act 16 of 2015)
- Western Cape Disaster Management Framework 2010
- Fire Brigade Services Act (Act 99 of 1987)
- Municipal Systems Act (Act 32 of 2000)
- Municipal Finance Management Act (Act 56 of 2003)
- Intergovernmental Relations Framework (Act 13 of 2005)

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is therefore recommended that Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

RECOMMENDATION BY THE COMMUNITY SERVICES COMMITTEE TO EMC: 05 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 D Jacobs, it was recommended as follows:

That Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 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 recommended as follows:

That Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

RECOMMENDATION TO COUNCIL:

It is therefore recommended that Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

RESOLVED BY COUNCIL: 27 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 D Jacobs, it was resolved as follows:

Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

For finalization by the Acting Director: Community Services, Mr. N Arendse.

ITEM TITLE

**C222/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT LOCAL ECONOMIC DEVELOPMENT AND
TOURISM: QUARTERLY REPORTING OF PERFORMANCE OF
CONTRACTORS**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/6

PURPOSE OF REPORT

To present a report to the Accounting Officer in terms of the contract and performance management of the Directorate: Economic Development and Planning Contractors (Local Economic Development and Tourism) for the quarter April to June 2025.

BACKGROUND

Section 116(2) of the Municipal Finance Management Act, 2003 (Act 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 or municipal entity is properly enforced;
2. Monitor on a monthly basis the performance of the contract under the contract agreement;
3. Establish capacity in the administration of the municipality or municipal entity-
 2. To assist the accounting officer in carrying out the duties set out in paragraphs(a) and (b); and
 3. To oversee the day-to-day management of the contract 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

The following reporting templates of contracts are attached to this document:

Neil Lyners and Associates (RF) (Pty) LTD

- April to June 2025

Urban – Econ Development Economist (Pty) Ltd

- April 2025

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

**RECOMMENDATION FROM ECONOMIC DEVELOPMENT COMMITTEE TO EMC:
06 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 Councillor V Papier, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

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

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 27 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 C Clayton, it was resolved as follows:

Council noted the report.

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

ITEM TITLE

**C223/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT HUMAN AND INFORMAL SETTLEMENTS:
QUARTERLY REPORTING OF PERFORMANCE OF
CONTRACTORS**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/6

PURPOSE OF REPORT

To present a report to the Council in terms of the contract and performance management of the Directorate: Economic Development and Planning Contractors (Human and Informal Settlements) for the quarter April to June 2025.

BACKGROUND

Section 116(2) of the Municipal Finance Management Act, 2003 (Act 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 or municipal entity is properly enforced;
2. Monitor on a monthly basis the performance of the contract under the contract 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 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

The following Human Settlements templates of contracts are attached to this document:

- i. Asla Construction
- ii. Neil Lyners
- iii. Rhandzo Projects (Pty) Ltd
- iv. Batsini (Pty) Ltd

- v. Iliso Construction (Pty) Ltd
- vi. Engineering Advice and Services Western Cape (Pty) Ltd
- vii. Safeworking Construction
- viii. Kruger and Blignaut
- ix. IX Engineers
- x. Moreki Distributors

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

The ineffective management of contracts can jeopardize the expenditure pattern of the organisation and also create a scenario where the municipality does not get value for money.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY HUMAN SETTLEMENTS AND PLANNING COMMITTEE TO EMC: 06 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 recommended as follows:

1. **The Human Settlements and Planning Committee resolved that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.**
2. **That Council takes cognisance of the report.**

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

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

1. **The EMC resolved that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.**
2. **That Council takes cognisance of the report.**

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That the Council resolves that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.
2. That Council takes cognisance of the report.

RESOLVED BY COUNCIL: 27 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 C Clayton, it was resolved as follows:

1. Council resolved that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.
2. Council noted the report.

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

ITEM TITLE

**C224/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT HUMAN AND INFORMAL SETTLEMENT:
QUARTERLY REPORT GREATER GRABOUW**

[English version of the report is the original]

FILE NUMBER

17/7/4

PURPOSE OF REPORT

To present to council a progress status report for the on the Greater Grabouw project for the fourth quarter for the period from 01 April 2025 – 30 June 2025.

BACKGROUND

Greater Grabouw Project consists of +-7000 opportunities and funding for the pre-planning of the project was approved in 2017 by the Provincial Department of Human Settlements.

The approximate 7000 opportunities have been split into 10 land portions

New Housing Developments (A grade services)	In-situ / Interim Services
Gypsy Queen Erf 8078	Lost City Erf R/5175
Farm R/9/313	Beverley Hills Erf 4233
Rooidakke Farm 4/301	Waterworks Erf RE/793
Erf 1314	Erf RE/505
	Rooidakke Farm 1/292
	Siyanyanzela Farm 295

The 10 identified land parcels are split into 3 workable pockets namely:

1. Grabouw East consisting of:
 - 1.1 Gypsy Queen Erf 8078 (15.5 ha)
 - 1.2 FARM R/9/313 (5,4 ha)
 - 1.3 Lost City ERF R/5175 (2,5 ha)
 - 1.4 Beverley Hills ERF 4233(14,4 ha)
 - 1.5 Waterworks Erf RE/793(7.2 ha)
 - 1.6 Erf RE/505(1.1 ha)

2. Grabouw North West consisting:

- 2.1. Roodakke Farm 4/301(44.2 ha)
- 2.2. Erf 1314(0.6 ha)
- 2.3. Roodakke Farm 1/292(85.3 ha)

3. Grabouw South West consisting:

- 3.1. Siyanyanzela FARM 295 (67.5 ha) Super blocking

DISCUSSION

Project Overview Analysis: Eastern Corridor

Erf Number & Description	Size of Pocket (ha)	Developable area (ha)	Current Status	Proposed Services	Estimated Total Units Developable	Proposed Services	Bulk Infrastructure Costs (excl VAT)	Total Cost (excl VAT)
Farm R/9/313	5.4	3.21	Unoccupied land	Full Services	166	R10 233 878	R2 598 400	R12 832 278
Erf R/5175 Lost City	2.5	0.25	Invaded land	Toilet & tap per unit	11	R234 444	R0	R234 444
Erf 4233 Beverley Hills	14.4	3.60	Partially invaded	Toilet & tap per unit	162	R3 452 716	R1 981 952	R5 434 668
Erf 8078 Gypsy Queen	15.5	7.60	Unoccupied land	Full Services	369	R23 514 786	R12 264 112	R35 778 898
Erf Re/793 Waterworks	7.2	6.12	Invaded land	Toilet & tap per unit	275	R5 861 092	R480 704	R6 341 796
Erf Re/505	1.1	0.77	Invaded land	Full Services	40	R2 465 995	R0	R2 465 995
TOTAL					1 023	R45 762 910	R17 325 168	R63 088 078

Project Overview Analysis: Western Corridor

Erf Number & Description	Size of Pocket (ha)	Developable area (ha)	Current Status	Proposed Services	Estimated Total Units Developable	Development Cost (excl VAT)	Bulk Infrastructure Costs (excl VAT)	Total Cost (excl VAT)
Farm 295 Siyanyanzela	67.5	33.08	Invaded land	In-Situ Services	1489	R94 887 578	R15 151 136	R110 038 714
Farm 1/292 Rooidakke	85.3	59.71	Invaded land	In-Situ Services	2687	R165 653 194	R40 100 032	R205 753 226
Farm 4/301 Rooidakke	44.2	30.94	Partially invaded	Full Services	1504	R92 721 401	R17 733 184	R110 454 585
Erf 1314	0.6	0.42	Unoccupied land	Full Services	42	R2 440 924	R0	R2 440 924
TOTAL					5722	R355 703 097	R72 984 352	R428 687 449

Tables are based on available baseline information in order to calculate estimations and projections.

CURRENT STATUS AND CHALLENGES

Eastern Side

Erf Number & Description	Current Status	Challenges
Farm R/9/313	Project Feasibility Report submitted to the Western Cape Department of Infrastructure and Approved for the detailed designs	None
Erf R/5175 Lost City	Parcel of land catergorised as non-developable due to rock out crop.	Land Invasion and rock outcrop
Erf 4233 Beverly Hills	Parcel of land catergorised as non-developable due to rock out crop.	Land Invasion and rock outcrop
Erf 8078 Gypsy Queen	Geotechnical Investigation completed. Constrains layout completed. Environmental sensitive areas identified. Conceptual Layout completed. Preliminary Civil Engineering Services have completed will be work shopped with the Theewaterskloof internal departments. Environmental Authorisation has been	Objections from EGRRA regarding the proposed development.

	approved. Land Use Planning Application still has outstanding approval. Project Implementation Readiness Report to be submitted in September 2025.	
Erf Re/793 Waterworks	Environmental studies are in progress in this parcel of land and geotechnical investigation are completed. The conceptual layout has been developed.	Rock outcrops and existing structures.
Erf Re/505	Geotechnical Investigation completed. The conceptual layout is currently being compiled.	Land Invasion

Western Side

Erf Number & Description	Current Status	Challenges
Farm 295 Siyanyanzela	Environmental studies are in progress in this parcel. Geotechnical Investigation has been carried out. The Preliminary Engineering services have been completed. The Project Feasibility Report to be submitted to Western Cape Department of Infrastructure.	Land Invasion and funding for bulk infrastructure upgrade.
Farm 1/292 Roodakke	Environmental studies are in progress in this parcel. Geotechnical Investigation has been carried out. The Preliminary Engineering services have been completed. The Project Feasibility Report to be submitted to Western Cape Department of Infrastructure.	Land Invasion
Farm 4/301 Roodakke	Environmental studies are in progress in this parcel. The geotechnical	Land Invasion

	Investigation has been carried out. The Preliminary Engineering services have been completed. The Project Feasibility Report to be submitted to Western Cape Department of Infrastructure.	
Erf 1314	Environmental studies are in progress in this parcel. Geotechnical Investigation has been carried out. The Preliminary Engineering services have been completed and are circulating for internal comment.	Land Invasion

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Human Settlements Development Grant.

LEGAL IMPLICATIONS (ITEM AUTHOR)

National Housing Code.
The Constitution of the Republic of South Africa.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the quarterly report on the Greater Grabouw project.

RECOMMENDATION BY HUMAN SETTLEMENTS AND PLANNING COMMITTEE TO EMC: 06 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 recommended as follows:

That Council takes cognisance of the quarterly report on the Greater Grabouw project.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 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 recommended as follows:

That Council takes cognisance of the quarterly report on the Greater Grabouw project.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the quarterly report on the Greater Grabouw project.

RESOLVED BY COUNCIL: 27 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 C Clayton, it was resolved as follows:

Council noted the quarterly report on the Greater Grabouw project.

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

ITEM TITLE

**C225/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT TOWN PLANNING AND BUILDING CONTROL:
QUARTERLY REPORTING OF PERFORMANCE OF
CONTRACTORS**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/6

PURPOSE OF REPORT

To present a report to the Council in terms of the contract and performance management of the Directorate: Economic Development and Planning Contractors (Town Planning) for the quarter April to June 2025.

BACKGROUND

Section 116(2) of the Municipal Finance Management Act, 2003 (Act 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 or municipal entity is properly enforced;
2. Monitor on a monthly basis the performance of the contract under the contract 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 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

The following reporting Town Planning template of contracts are attached to this document:

- a. ESRI South Africa

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY HUMAN SETTLEMENTS AND PLANNING COMMITTEE TO THE EMC: 06 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor P Stander and seconded by Councillor TP Lemina, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

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

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 27 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 C Clayton, it was resolved as follows:

Council noted the report.

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

ITEM TITLE

**C226/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT TOWN PLANNING AND BUILDING CONTROL:
ZONING RECTIFICATION: ERF 156, VILLIERSDORP**

[English version of the report is the original]

FILE NUMBER

15/3/1; Villiersdorp-Erf 156

PURPOSE OF REPORT

To consider the amendment of Council's approved zoning maps, specifically pertaining to the zoning of Erf 156, Villiersdorp.

BACKGROUND

Theewaterskloof Municipality appointed CK Rumboll and Partners, through a tender process, to update the outdated zoning maps to reflect the Theewaterskloof Municipality Zoning Scheme Regulations categories, as approved and promulgated on 13 May 2011, as well as to establish zoning maps for areas, under the jurisdiction of the municipality, where these maps do not exist. These zoning maps were finalised in January 2014. Council then approved the updated zoning maps on 24 April 2014 (refer to **Annexure A**).

DISCUSSION

1. With the updating of zoning maps process, CK Rumboll, the Consultant appointed by Council, classified the zoning of Erf 156, Villiersdorp, to Business Zone, which was not in line with the land use activity on site. The incorrect zoning was discovered by the municipality when the owner indicated their intention to sell their land unit. The zone should have been Single Residential Zone 1.
2. There are existing previously approved building plans dating back to 1995, which indicate the existing structure on site as a residential dwelling (see Annexure B).
3. Given the zoning scheme and zoning maps were adopted by the Council, any rectification of zoning cannot be handled through administrative action by a municipal official. A Council decision is required to rectify the zoning.
4. It is not foreseen that the change of the zoning of Erf 156, Villiersdorp, will have a negative impact on surrounding property owners or the broader community, as the current land use activities will remain unchanged.
5. It should also be emphasised that no additional land use rights will be established other than what is exercised on the property.

COMMENTS FROM THE DIRECTORATE FINANCE

Recommendation supported.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Recommendation is supported.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported for submission.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

No financial implications identified for the Municipality.

LEGAL IMPLICATIONS (ITEM AUTHOR)

1. Spatial Planning Land Use Management Act, 2013 (Act No. 16 of 2013) (SPLUMA);
2. Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014) (LUPA);
3. Theewaterskloof Municipality: By-law on Municipal Land Use Planning, 2022;
4. Theewaterskloof Municipality Zoning Scheme By-law, 2020; and
5. Theewaterskloof Municipality Spatial Development Framework; 2020

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

No risk implication identified for the Municipality.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

In consideration of the above, it is recommended that Council approves the rectification of the zoning of Erf 156, Villiersdorp, from Business Zone 1 to Single Residential Zone 1.

RESOLVED BY COUNCIL: 27 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 S Fredericks, it was resolved as follows:

Council approves the rectification of the zoning of Erf 156, Villiersdorp, from Business Zone 1 to Single Residential Zone 1.

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

ITEM TITLE

C227/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT HUMAN RESOURCES: PROBATION POLICY

[English version of the report is the original]

FILE NUMBER

4/2/B

PURPOSE OF REPORT

To submit the Draft Probation Policy to Council for consideration of approval.

BACKGROUND

All newly appointed employees as well as those employees who are promoted following a recruitment process are appointed on a probation period of 6 months.

The probation period aims to evaluate the employee's suitability and performance before granting them permanent status.

The duration of probation ranges from three months to six months and during this time employees receive guidance, training, and feedback to improve their performance.

DISCUSSION

Currently the Employer does not have a policy in place to formally regulate the probation process and as a result a policy was developed in consultation with organized labour.

The draft probation policy was discussed at the HR Policy Working Group meeting on 24 March 2025 and supported by the Local Labour Forum on 24 April 2025 as part of the consultation process.

COMMENTS FROM THE DIRECTORATE FINANCE

Support the recommendation from the author.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

Support Recommendation from Author as well as the Adoption of Policy.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

The recommendation is supported

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Support the recommendation to Council.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Local Government Municipal Systems Act, 2000 (Act 32 of 2000)
Municipal Staff Regulations.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council approves the Draft Probation Policy.

RECOMMENDATION BY MANAGEMENT TO A COUNCIL WORKSHOP: 23 MAY 2025

It is recommended that Council approves the Draft Probation Policy.

RECOMMENDATION BY WORKSHOP TO COUNCIL: 30 JULY 2025

It is recommended:

1. That Council notes that the Draft Probation Policy is not applicable to temporary workers and EPWP workers.
2. That 6.7 of the Draft Probation Policy be amended to read as follows:

“If after expiry of an employee’s initial probation assessment the director believes that the employee’s performance does not meet the required standards, the probation period may be extended for a maximum of 12 months, or the employee may be dismissed provided that:”

3. That Council approves the Draft Probation Policy with the amendment as indicated in point 2 above.

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That 6.7 of the Draft Probation Policy be amended to read as follows:

“If after expiry of an employee’s initial probation assessment the director believes that the employee’s performance does not meet the required standards, the probation period may be extended for a maximum of 12 months, or the employee may be dismissed provided that:”

2. That Council approves the Draft Probation Policy with the amendment as indicated in point 1 above.

RESOLVED BY COUNCIL: 27 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 DA Appel, it was resolved as follows:

1. That 6.7 of the Draft Probation Policy be amended to read as follows:

“If after expiry of an employee’s initial probation assessment the director believes that the employee’s performance does not meet the required standards, the probation period may be extended for a maximum of 12 months, or the employee may be dismissed provided that:”

2. Council approves the Draft Probation Policy with the amendment as indicated in point 1 above.

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

ITEM TITLE

**C228/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT HUMAN
RESOURCES: REVIEW OF ACTING ALLOWANCE POLICY**

[English version of the report is the original]

FILE NUMBER

4/2/3/3

PURPOSE OF REPORT

To submit the revised Acting Allowance Policy to Council for consideration of approval.

BACKGROUND

The Local Government: Municipal Systems Act (Act 32 of 2000), specifically section 54A(1) outlines that the municipal council appoints both a municipal manager and an acting municipal manager with the required skills, expertise, competencies, and qualifications.

Clauses 6.4 and 6.5 of our current approved Acting Allowance Policy stipulate the following:

4. *If the Municipal Manager is absent for a period of 1 to 5 working days, the Municipal Manager must appoint a competent person who complies with the requirements as set out in S2A(a) to act as Municipal Manager during the time of absence.*

- 6.5 *If the Municipal Manager is absent for a period of more than 5 working days or the post becomes vacant, the Council must appoint a competent person who complies with the requirements as set out in S2A(a) to act as Municipal Manager during the time of absence.*

The above-mentioned clauses are in contradiction with the Local Government Municipal Systems Act and therefore must be deleted from the Acting Allowance policy.

DISCUSSION

The proposed amendments to the Acting Allowance Policy were also discussed at the HR Policy Working Group meeting on 24 March 2025. The amendments were supported by the Local Labour Forum on 24 April 2025 as part of the consultation process.

COMMENTS FROM THE DIRECTORATE FINANCE

None.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

The reviewed policy is supported. It is however important that any person that acts in any position must meet all qualifications and criteria for the position.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

The recommendation is supported.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Support the recommendation to Council.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)
Municipal Staff Regulations.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council approves the amendments to the Acting Allowance policy.

RECOMMENDATION BY MANAGEMENT TO A COUNCIL WORKSHOP: 23 MAY 2025

1. Management resolved that the following be added to the policy:

- 1.1. Point 7.5: To adhere to protocols, the Deputy Director(s) in the relevant Directorate will act automatically in the position on a rotation basis.

1.2. Point 7.6: In the absence of the Municipal Manager, the five (5) Directors will act on a rotation basis.

2. It is recommended that Council approves the amendments to the Acting Allowance Policy.

RECOMMENDATION BY WORKSHOP TO COUNCIL: 30 JULY 2025

It is recommended:

1. That 6.4 and 6.5 of the Acting Allowance Policy be deleted as it is in contradiction with the Municipal Systems Act, 2000.
2. That 6.6 becomes 6.4 in the Acting Allowance Policy.
3. That Council approves the Acting Allowance Policy with the amendments as per point 1. and 2. above.

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That 6.4 and 6.5 of the Acting Allowance Policy be deleted as it is in contradiction with the Municipal Systems Act, 2000.
2. That 6.6 becomes 6.4 in the Acting Allowance Policy.
3. That Council approves the Acting Allowance Policy with the amendments as per point 1. and 2. above.

RESOLVED BY COUNCIL: 27 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 DA Appel, it was resolved as follows:

1. That 6.4 and 6.5 of the Acting Allowance Policy be deleted as it is in contradiction with the Municipal Systems Act, 2000.
2. That 6.6 becomes 6.4 in the Acting Allowance Policy.
3. Council approves the Acting Allowance Policy with the amendments as per point 1. and 2. above.

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

ITEM HEADING

**C229/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: REPORTING ON PERFORMANCE OF
CONTRACTORS: APRIL TILL JUNE 2025**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/2

PURPOSE / AIM OF REPORT

To present a report to the Council in terms of the contract and performance management of the Directorate Corporate Services contractors for the period from April 2025 to June 2025 to ensure the municipality receives value for money and that contracts are completed on time and within the approved budget.

BACKGROUND

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

The accounting officer of a municipality or municipal entity must –

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

DISCUSSION

Report pattern of the Directorate Corporate Services:

Department:	April 2025	May 2025	June 2025
Corporate Services	Submitted	Submitted	Submitted

Find attached checklists consisting of the summaries done for the Directorate Corporate Services.

No blockages occurred.

FINANCIAL RESPONSIBILITIES

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

LEGAL RESPONSIBILITIES

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE CORPORATE SERVICES COMMITTEE TO THE EMC: 05 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor J Smit, and seconded by Councillor M Botes, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

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

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Council noted the report.

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

ITEM TITLE

**C230/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: WARD COMMITTEE SYSTEM: BI-ANNUAL
PERFORMANCE REPORT: JANUARY – JUNE 2025**

[English version of the report is the original]

FILE NUMBER

3/4/R

AIM OF REPORT

To provide Council with a performance report in respect of performance by Ward Committees in the Theewaterskloof Municipality between January and June 2025.

BACKGROUND

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

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

It is important for ward committees not only to attend scheduled ward committee meetings, but also to be actively involved in the affairs of Council and also to be the link between Council and the Community. Ward Committee members need to fulfil their role in terms of mandate meetings on a quarterly basis.

DISCUSSION

This report includes the performance of Ward Committees for the period from January to June 2025 in respect of the Ward Committee Official meetings held, Ward Councillor Report Back Meetings and Ward Committee Mandate Meetings attended during the period as well as Ward Committee vacancies, Ward Committee Operational Plans submitted and other public participation activities.

1. Ward Committee Official Meetings

A number of 18 Ward Committee meetings took place for the reporting period.

Ward nr	Meeting Dates	Number of meetings (JAN – JUNE 2025)	PREVIOUS REPORTING (JUL – DEC 2024)	PERFORMANCE RATING Exceptional (3+ meetings) Met Target (2 meetings) 1 or less (Underperformance)
1	26 February 2025 22 May 2025	2	3	Decline, but Met Target
2	20 February 2025 20 May 2025 19 June 2025	3	3	Exceptional Performance
3	18 February 2025 22 May 2025	2	4	Decline, but Met Target
4	18 February 2025 22 May 2025 31 June 2025	3	4	Decline, but Exceptional performance
5	18 February 2025 22 May 2025	2	4	Decline, but Met Target
6	20 February 2025 22 May 2025	2	3	Decline, but Met Target
7	26 February 2025 22 May 2025	2	3	Decline, but Met Target
8	None	0	0	Decline, but Met Target
9	24 February 2025 22 May 2025	2	4	Decline, but Met Target
10	None	0	0	Underperformance
11	None	0	1	Decline, Underperformance
12	None	0	1	Decline, Underperformance
13	None	0	1	Decline, Underperformance
14	None	0	1	Decline, Underperformance
TOTAL NUMBER OF MEETINGS		18	33	Decline in performance

Ward Committee meetings should take place on a bi-monthly basis. For the six months, all ward committees should have met at least 2 times. 28 meetings should have taken place in the 14 wards for the reporting period. Instead, only 18 meetings took place.

Safety and Crime has been identified by the Grabouw Ward Councillors as one of the reasons that the meetings are almost never a quorum.

The following challenges have been identified:

- People table issues/ items without resolutions.
- There is no feedback or consideration for Decisions made/ taken at ward committee meetings.
- Transport is an issue.
- Challenge for farm communities.
- Community has lost interest in the Ward committee system.
- Financially it is not viable to have ward committees.
- Lack of service delivery is also a problem.

It is recommended that a ward committee summit with all Ward committees is held before the end of term to do an assessment regarding what works, and what does not.

THE FOLLOWING WARDS MET THE CRITERIA AND PERFORMED WELL IN TERMS OF THE POLICY FOR WARD COMMITTEES:

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 9

THE FOLLOWING WARDS IS HOWEVER A CONCERN:

- Ward 8
- Ward 10
- Ward 11
- Ward 12
- Ward 13
- Ward 14

2. WARD COMMITTEE VACANCIES

The following vacancies exist in the different wards

WARD NR	SECTOR	GEOGRAPHICAL AREA	TOTAL VACANCIES	REMEDIAL STEPS
1	0	0	0	
2	0	Boschmanskloof to	1	Council to add

		be added again to ward committee		Boschmanskloof to the composition of Ward 2 The position to be filled by 30 September 2025
3		Tesselaarsdal	1	Position to be filled by 31 August 2025
4			0	
5			0	
6			0	
7			0	
8	Religion	Siyanyanzela 2 Kgotsoong Rooidakke Zola and Marikana	5	Fill sectoral vacancies by means of communication to the vacant Sectors by 31 August 2025 Fill vacancy by means of Ward committee member election in the Geographical areas by 30 September 2025
9			0	
10			0	Ward Committee fully established
11	Grabouw Marjorette		1	Fill sectoral vacancy by means of communication to

				the vacant Sector by 31 August 2025
12	Grabouw Taxi Association	Melrose Place	2	Fill sectoral vacancy by means of communication to the vacant Sector by 31 August 2025 Geographical area by September 2025
13	Little Folks Grabouw Taxis		2	Fill sectoral vacancies by means of communication to the vacant Sectors by 31 August 2025
14		Pineview North	1	Fill vacancy by means of Ward committee member elections in the Geographical area by September 2025
TOTAL VACANCIES			13 We had 25 vacancies in the previous reporting period	Should these vacancies not be filled, Council will have to review the composition of each ward again to a minimum of 6 Members per committee

3. Ward Councillor Report Back Initiatives

1 Ward Councillor report back initiative should take place per quarter.

21 Ward Councillor Report back meetings took place as follows:

WARD NR	DATE	NUMBER OF MEETINGS (JAN– JUNE 2025)	PREVIOUS REPORTING (JUL – DEC 2024)	COMPLIANT/ NOT COMPLIANT
1	27 January 2025 9 June 2025	2	0	Compliant
2	28 January 2025 9 June 2025 13 June 2025	3	0	Exceptional Performance
3	12 February 2025 (but lack of attendance) 11 June 2025	1	0	Non-Compliant Meeting should've been rescheduled
4	13 February 2025 17 June 2025	2	0	Compliant
5	5 February 2025 10 June 2025	2	0	Compliant
6	11 February 2025 18 June 2025	2	0	Compliant
7	6 February 2025 18 June 2025	2	0	Compliant
8	5 February 2025 (but lack of attendance)	0	0	Non-Compliant. No meeting during the period
9	4 February 2025 17 June 2025	2	0	Compliant
10	No Meeting	0	0	Non-compliant No meeting during the period
11	4 February 2025 (but lack of attendance) 11 June 2025	1	0	Non-Compliant
12	6 February 2025 17 June 2025	2	0	Compliant
13	11 February 2025 9 June 2025	2	0	Compliant
14	12 February 2025 (lack of attendance)	0	0	Non-Compliant

TOTAL NUMBER OF WARD COUNCILLOR REPORT BACK MEETINGS	21	0	28 Meetings should have taken place.
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4. WARD COMMITTEE MANDATE MEETINGS

3 Ward Committee Member Mandate meetings took place as follows:

Ward nr	Meeting Dates	NUMBER OF MEETINGS (JULY – NOV 2023)	PREVIOUS REPORTING (JAN – JUNE 2023)	IMPROVEMENT/
1	27 March 2025	1	0	Non-Compliant
2	NONE	0	3	Non-Compliant
3	NONE	0	0	Non-compliant
4	NONE	0	0	Non-Compliant
5	4 February 2025	1	3	Non-compliant
6	NONE	0	0	Non-compliant
7	25 March 2025	1	0	Non-Compliant
8	NONE	0	0	Non-compliant
9	NONE	0	0	Non-Compliant
10	NONE	0	0	Non-compliant
11	NONE	0	0	Non-compliant
12	NONE	0	0	Non-compliant
13	NONE	0	0	Non-compliant
14	NONE	0	0	Non-compliant
TOTAL NUMBER OF MANDATE MEETINGS		3	6	Overall non-compliant

It is a huge concern that although the ward committees developed Ward Committee Operational Plans, and that the ward committee members indicated ward committee mandate meeting dates, they do not adhere to it. The ward councillors are therefore requested to enforce their oversight in terms of the implementation of these Ward Committee Operational Plans. If Ward Committee members don't communicate to their constituency and request them for inputs, they are not fulfilling their role as the official public participation structure of the Theewaterskloof Municipality.

5, WARD COMMITTEE OPERATIONAL PLANS

The following Ward Committee Operational Plans were submitted to the Provincial Department Public Participation:

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 9

The following Ward Committee Operational Plans are still outstanding:

- Ward 8
- Ward 10
- Ward 11
- Ward 12
- Ward 13
- Ward 14

6. OTHER FORMS OF PUBLIC PARTICIPATION

- a. Draft Budget Public Participation meetings per Town were scheduled during April 2025 as per the Public Participation Plan 2024/ 2025.

FINANCIAL RESPONSIBILITIES

As per budget allocation.

LEGAL RESPONSIBILITIES

- The Constitution of RSA
- Local Government: Municipal Finance Management Act No 56 of 2003
- Local Government: Municipal Structures Act No 117 of 1998
- Local Government: Municipal Systems Act No 32 of 2000
- Theewaterskloof Municipality Ward Committee Policy

RISK MANAGEMENT IMPLICATION

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended:

1. That Council notes the bi-annual report on the performance of Ward Committees in Theewaterskloof Municipality for the period January to June 2025.
2. That Council Resolution C95/2025 point 2 and 3 be rescinded as the filling of all the vacancies in Wards is not concluded and Ward 10 is not fully established.
3. That Boschmanskloof be added as geographical area to Ward 2 composition and that the election process be started to fill this vacancy.
4. That all the outstanding sectoral ward committee vacancies be filled by 31 August 2025.
5. That all the outstanding geographical ward committee vacancies be filled by 30 September 2025.
6. That the composition of ward committees be reviewed by October 2025 should all the vacancies on ward committees not been filled.
7. That the bi-annual report be presented at Ward Committee meetings for discussion on the performance after submission to Council.

RESOLVED BY COUNCIL: 27 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 CA Benjamin, it was resolved as follows:

1. Council noted the bi-annual report on the performance of Ward Committees in Theewaterskloof Municipality for the period January to June 2025.
2. Council Resolution C95/2025 point 2 and 3 be rescinded as the filling of all the vacancies in Wards is not concluded and Ward 10 is not fully established.
3. That Boschmanskloof be added as geographical area to Ward 2 composition and that the election process be started to fill this vacancy.
4. That all the outstanding sectoral ward committee vacancies be filled by 31 August 2025.
5. That all the outstanding geographical ward committee vacancies be filled by 30 September 2025.
6. That the composition of ward committees be reviewed by October 2025 should all the vacancies on ward committees not been filled.

7. That the bi-annual report be presented at Ward Committee meetings for discussion on the performance after submission to Council.

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

ITEM TITLE

C231/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: APPOINTMENT OF A NEW MEMBER TO THE COMMUNITY SERVICES- AND HUMAN SETTLEMENTS AND PLANNING PORTFOLIO COMMITTEE AS PART OF THE SECTION 80 COMMITTEES WHICH ASSIST THE EXECUTIVE MAYOR IN PERFORMING FUNCTIONS AND DUTIES TO REPLACE COUNCILLOR H SYSTER

[English is the original version of the report]

FILE NUMBER

3/3/6

PURPOSE OF REPORT

That Council considers the appointment of a new member of the Community Services- and Human Settlements and Planning Portfolio Committee of Council to replace Councillor H Syster.

BACKGROUND

Council appoints the following Councillors as Committee Members of the following Portfolio Committees per Council Resolution C116/2025 during a Council Meeting held on 29 May 2025:

- 1. Council takes cognizance of the nominations for representatives and secondi for all the Section 80 Committees received from all the political parties within the Theewaterskloof Municipal Council:**

Community Services Committee (5 members)

Councillor Y van Tonder - Chairperson – full-time Councillor
Councillor D Jacobs
Councillor H Linnerts
Councillor H Syster

Alderman MR Nongxaza

Secundi: Councillor M Gana (for the Coalition)

Secundi: Councillor M Shale (for the Opposition)

Human Settlements and Planning Committee (5 members)

Alderman S Fredericks - Chairperson – full-time Councillor
Councillor PJ Stander
Alderman CC Clayton
Councillor H Syster

Alderman D Appel

Secundi: Councillor D Jooste (for the Coalition)

Secundi: Councillor TP Lemina (for the Opposition)

DISCUSSION

During the Council Meeting of 07 August 2025 Council was informed per Council Resolution C188/2025 that Councillor H Syster ceased to hold office as a Councillor in the Municipality due to termination of his party membership of the Patriotic Alliance.

The IEC also declared Councillor C Smith as a newly elected Councillor who replaces Councillor H Syster.

Councillor H Syster was a Member of the Community Services- and Human Settlements and Planning Portfolio Committee and needed a new Member to be elected for these Committees to replace Councillor H Syster.

FINANCIAL IMPLICATIONS

None.

LEGISLATIVE IMPLICATIONS

None.

RISK MANAGEMENT IMPLICATIONS

Not applicable.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council appoints the following Councillor as a Member of the Community Services- and Human Settlements and Planning Portfolio Committee of Council to replace Councillor H Syster:

Community Services Committee (5 members)

Councillor Y van Tonder - Chairperson – full-time Councillor

Councillor D Jacobs

Councillor H Linnerts

Alderman MR Nongxaza

Alderman / Councillor

Secundi: Councillor M Gana (for the Coalition)

Secundi: Councillor M Shale (for the Opposition)

Human Settlements and Planning Committee (5 members)

Alderman S Fredericks - Chairperson – full-time Councillor
Councillor PJ Stander
Alderman CC Clayton
Alderman D Appel

Alderman/Councillor

Secundi: Councillor D Jooste (for the Coalition)

Secundi: Councillor TP Lemina (for the Opposition)

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Community Services Committee (5 members)

Councillor Y van Tonder - Chairperson – full-time Councillor
Councillor D Jacobs
Councillor H Linnerts
Alderman MR Nongxaza
Councillor C Smith

Secundi: Councillor M Gana (for the Coalition)

Secundi: Councillor M Shale (for the Opposition)

Human Settlements and Planning Committee (5 members)

Alderman S Fredericks - Chairperson – full-time Councillor
Councillor PJ Stander
Alderman CC Clayton
Alderman D Appel
Alderman BB Mkhwibiso

Secundi: Councillor D Jooste (for the Coalition)

Secundi: Councillor TP Lemina (for the Opposition)

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

ITEM TITLE

49

**C232/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: APPOINTMENT OF A NEW MEMBER TO THE
DISCIPLINARY COMMITTEE OF THEEWATERSKLOOF
MUNICIPAL COUNCIL TO REPLACE COUNCILLOR H SYSTER**

[English is the original version of the report]

FILE NUMBER

3/3/6

PURPOSE OF REPORT

That Council considers the appointment of a new Member of the Disciplinary Committee of Theewaterskloof Municipal Council to replace Councillor H Syster.

BACKGROUND

Council appoints the following Councillors as Members of the Disciplinary Committee per Council Resolution C117/2025 during a Council Meeting held on 29 May 2025:

DISCIPLINARY COMMITTEE OF THEEWATERSKLOOF MUNICIPALITY

Members:

Councillor PJ Stander [Chairperson]
Alderman S Fredericks [Prosecutor]
Councillor H Linnerts [Member of the Committee]
Councillor T Zimmermann [Member of the Committee]
Councillor H Syster [Member of the Committee]

Secundi's:

Councillor J Smit [Secundi for Chairman]
Councillor J Smit [Secundi for Prosecutor]
Councillor J Smit [Secundi for Member of the Committee – for the Coalition]
Councillor MR Nongxaza [Secundi for Member of the Committee – for the Opposition]

DISCUSSION

During the Council Meeting of 07 August 2025 Council was informed per Council Resolution C188/2025 that Councillor H Syster ceased to hold office as a Councillor in the Municipality due to termination of his party membership of the Patriotic Alliance.

The IEC also declared Councillor C Smith as a newly elected Councillor who replaces Councillor H Syster.

Councillor H Syster was a Member of the Disciplinary Committee of Theewaterskloof Municipal Council and needed a new Member to be appointed for the Disciplinary Committee to replace Councillor H Syster.

FINANCIAL IMPLICATIONS

None.

LEGISLATIVE IMPLICATIONS

None.

RISK MANAGEMENT IMPLICATIONS

Not applicable.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council appoints the following Councillor as a Member of the Disciplinary Committee of Theewaterskloof Municipal Council to replace Councillor H Syster:

Members:

Councillor PJ Stander [Chairperson]
 Alderman S Fredericks [Prosecutor]
 Councillor H Linnerts [Member of the Committee]
 Councillor T Zimmermann [Member of the Committee]

Alderman/Councillor [Member of the Committee]

Secundi's:

Councillor J Smit [Secundi for Chairman]
 Councillor J Smit [Secundi for Prosecutor]
 Councillor J Smit [Secundi for Member of the Committee – for the Coalition]
 Councillor MR Nongxaza [Secundi for Member of the Committee – for the Opposition]

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Council appoints the following Councillor as a Member of the Disciplinary Committee of Theewaterskloof Municipal Council to replace Councillor H Syster:

Members:

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**Councillor PJ Stander [Chairperson]
Alderman S Fredericks [Prosecutor]
Councillor H Linnerts [Member of the Committee]
Councillor T Zimmermann [Member of the Committee]
Councillor C Smith [Member of the Committee]**

Secundi's:

**Councillor J Smit [Secundi for Chairman]
Councillor J Smit [Secundi for Prosecutor]
Councillor J Smit [Secundi for Member of the Committee – for the Coalition]
Councillor MR Nongxaza [Secundi for Member of the Committee – for the
Opposition]**

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

ITEM TITLE

C233/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: NOMINATION OF A NEW MEMBER TO THE SPECIAL COMMITTEE ESTABLISHED IN TERMS OF RULE 16(1) OF SCHEDULE 7 TO REPLACE COUNCILLOR M BOTES

[English is the original version of the report]

FILE NUMBER

3/3/6

PURPOSE OF REPORT

That Council considers the nomination of a new Member to the Special Committee established in terms of Rule 16(1) of Schedule 7 to replace Councillor M Botes.

BACKGROUND**FEEDBACK BY THE SPEAKER – COUNCIL MEETING OF 25 FEBRUARY 2025:**

The Special Committee must consist out of 5 Councillors as per the Portfolio Committee representation.

The membership representation on the Special Committee will be 3 Members from the Coalition side and 2 Members from the Opposition side.

The 5 Members will elect the Chairperson during their first meeting.

Council nominates the following Councillors as Members of the Special Committee established in terms of Rule 16(1) of Schedule 7 per Council Resolution CIC13/2025 during a Council Meeting held on 25 February 2025:

Members from the Coalition:

**Councillor P Stander
Councillor H Linnerts
Councillor M Botes**

Members from the Opposition:

**Alderman DA Appel
Alderman MR Nongxaza**

DISCUSSION

On 18 August 2025 the Speaker received an email from Councillor M Botes tendering her resignation as a Member of the Special Committee established in terms of Rule 16(1) of Schedule 7.

LEGISLATIVE IMPLICATIONS

Code of Conduct for Councillors – Schedule 7

FINANCIAL IMPLICATIONS

None

RISK MANAGEMENT IMPLICATIONS

Not applicable

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council nominates the following Councillor as a Member of the Special Committee established in terms of Rule 16(1) of Schedule 7 to replace Councillor M Botes:

Members from the Coalition:

Councillor P Stander
Councillor H Linnerts

Alderman/ Councillor

Members from the Opposition:

Alderman DA Appel
Alderman MR Nongxaza

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Council nominates the following Councillor as a Member of the Special Committee established in terms of Rule 16(1) of Schedule 7 to replace Councillor M Botes:

Members from the Coalition:

Councillor P Stander
Councillor H Linnerts
Councillor J Smit

Members from the Opposition:

Alderman DA Appel
Alderman MR Nongxaza

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

ITEM HEADING**C234/2025 DIRECTORATE FINANCE: SUPPLY CHAIN MANAGEMENT:
DEVIATION REPORT FOR JULY 2025**

[English version of the report is the original]

FILE NUMBER

6/3/3/6

PURPOSE / AIM OF REPORT

To present a report to Council consisting of the reasons for deviating in terms of subparagraphs 36(1)(a) and (b) of the SCM Policy for the month of July 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 COUNCIL: 18 AUGUST 2025

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

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 27 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 C Cloete, it was resolved as follows:

Council noted the report.

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

ITEM HEADING

C235/2025 DIRECTORATE FINANCE: APPOINTMENT OF STANDARD BANK OF SOUTH AFRICA FOR THE PROVISION OF BANKINGS SERVICES FOR A PERIOD OF 5 YEARS – (JULY 2025 – JUNE 2030)

[English version of the report is the original]

FILE NUMBER

5/15/R

PURPOSE / AIM OF REPORT

To request Council's approval for the appointment of Standard Bank South Africa, for the provision of banking services for the period 01 July 2025 – 30 June 2030, a period of five years.

BACKGROUND

Every municipality must open and maintain at least one bank account in the name of the municipality according to Chapter 3, Section 7(1) of the MFMA 2003.

Standard Bank South Africa is currently the service provider for provision of banking services to the municipality until 30 June 2025.

The following processes had to be completed before the adjudication of the tender could be finalized.

The specification meeting to approve tender was held on 05 November 2025. The invitation to the tender was advertised on the Municipal Website, Notice Boards and E-tender on Friday, 15 November 2024 and in the local newspaper on Thursday, 14 November 2024. Four (4) tenders were received on closing date Friday, 24 January 2025 from the following bidders, Absa, Nedbank, FNB and Standard Bank.

Bid Evaluation – 13 May 2025

Bid Adjudication – 20 May 2025

Appeal Period – 21 days after award 23 June 2025

Chapter 4 Section 33(1)(a)(i)(aa), (bb) – 09 June 2025

Response received from PT – 24 July 2025

A deviation is currently in place for a further three months until the process of appointing a new service provider for a period of five years is concluded.

DISCUSSION

Name of Bidder	Interest Rate on Credit Balances	All Inclusive Estimated Tendered Amount "R"	All Inclusive Estimated Corrected Tendered Amount "R"
Nedbank	6.75%	R 2 139 586.13	R 5 944 623.87
Standard Bank	7.40%	R 4 333 908 .91	R 4 333 908.70
FNB	3%	R 5 675 825.70	R 7 620 622.76
ABSA	6.25%	R 371 538 894.88	R 9 119 737.31

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 Council approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.
2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.

RECOMMENDATION BY THE FINANCE COMMITTEE TO COUNCIL: 18 AUGUST 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 approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.
2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That Council approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.
2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

1. Council approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.
2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.

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

ITEM HEADING

**C236/2025 DIRECTORATE FINANCE: FINANCIAL REPORT FOR THE MONTH
ENDING JULY 2025**

[English version of the report is the original]

FILE NUMBER

5/16/R

PURPOSE / AIM OF REPORT

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

BACKGROUND

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

The Financial Report consists of the following:

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

DISCUSSION

As per attached report.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attached report.

LEGAL IMPLICATIONS (ITEM AUTHOR)

In terms of Section 71 of the Municipal Finance Management Act, act 56 of 2003, the monthly Financial Report for the period ended 31 July 2025 is submitted to Council which reflects the implementation of the budget and the financial state of affairs of the municipality.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

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

RECOMMENDATION BY THE FINANCE COMMITTEE TO COUNCIL: 18 AUGUST 2025

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

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

RECOMMENDATION TO COUNCIL:

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

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Council noted the Monthly Budget Statement, Performance and supporting documentation as of 31 July 2025.

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

ITEM HEADING**C237/2025 DIRECTORATE TECHNICAL- AND INFRASTRUCTURE IMPLEMENTATION SERVICES: REPORTING ON PERFORMANCE OF CONTRACTORS: APRIL - JUNE 2025**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/5

PURPOSE / AIM OF REPORT

To present a report to the Council in terms of the contract and performance management of the Technical- and Infrastructure Implementation Services Departments contractors for the period from April - June 2025 to ensure the municipality receives value for money and that contracts are completed on time and within the approved budget.

BACKGROUND

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

The accounting officer of a municipality or municipal entity must –

2. 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;
3. monitor on a monthly basis the performance of the contract under the contract or agreement;
4. 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
5. regularly report to the Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract

DISCUSSION

Reporting pattern of Technical- and Infrastructure Implementation Services:

Department:	April 2025	May 2025	June 2025
Technical- and Infrastructure Implementation Services	Submitted	Submitted	Submitted

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

No blockages occurred.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

Supported.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Recommendation supported.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

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

LEGAL IMPLICATIONS (ITEM AUTHOR)

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE TECHNICAL- AND INFRASTRUCTURE IMPLEMENTATION SERVICES COMMITTEE TO THE EMC: 05 AUGUST 2025

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

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

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

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Council noted the report.

For finalization by the Director: Technical and Infrastructure Implementation Services, Mr H Matthee.

ITEM TITLE

C238/2025 DIRECTORATE TECHNICAL SERVICES: REPORTING ON PERFORMANCE OF CONTRACTORS FOR JULY 2025

[English version of the report is the original]

FILE NUMBER

8/2/3/5/5

PURPOSE OF REPORT

KPI 213 of the SDBIP for the Directorate Technical- and Infrastructure Services determines the following:

Compile a report on the performance of service providers applicable to the Directorate and submit to Council monthly.

To present a report to Council in terms of the contract and performance management of the contractors for the Directorate Technical- and Infrastructure Implementation Services for July 2025 to ensure the municipality receives value for money and the contracts are completed on time and within the approved budget.

BACKGROUND

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

The accounting officer of a municipality or municipal entity must -

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

DISCUSSION

Reporting pattern of Technical Services

Department	July 2025
Technical Services	Submitted

Find attached checklists consisting of the summaries done for Technical Services:

Tender no	Service Provider	Blockages	Reason
		No Blockages	

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Supports the recommendation.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

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

LEGAL IMPLICATIONS (ITEM AUTHOR)

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that the Council takes cognisance of the report regarding the performance of service providers for the month of July 2025 for the Directorate Technical- and Infrastructure Implementation Services.

RESOLVED BY COUNCIL: 27 AUGUST 2025

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

Council noted the report regarding the performance of service providers for the month of July 2025 for the Directorate Technical- and Infrastructure Implementation Services.

For finalization by the Director: Technical and Infrastructure Implementation Services, Mr H Matthee.

N. DRINGENDE AANGELEENTHEDE
URGENT MATTERS

Geen / None

O. OORWEGING VAN KENNISGEWINGS VAN MOSIES
CONSIDERATION OF NOTICES OF MOTIONS

P. OORWEGING VAN KENNISGEWINGS EN VRAE
CONSIDERATION OF NOTICES AND QUESTIONS

Q. OORWEGING VAN DRINGENDE MOSIES /
CONSIERATION OF NOTICES AND QUESTIONS

R. IN-KOMITTEEVERGADERING 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 17:15.
The meeting adjourned at 17:15.

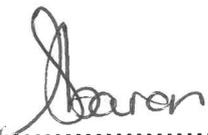
NOTULE BEKRAGTIG OP DIE DAG VAN
..... AS PRIMA FACIE BEWYS VAN DIE
JUISTHEID DAARVAN.

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

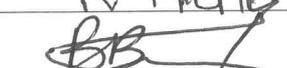
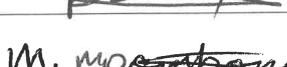
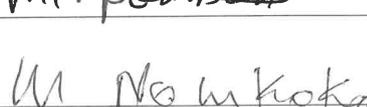
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SPEAKER

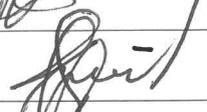
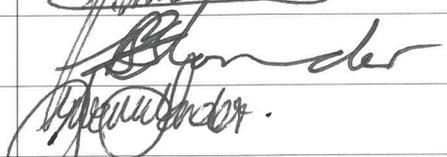
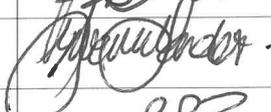
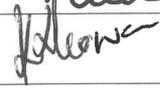
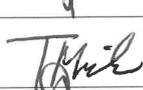
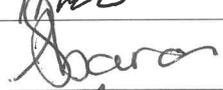
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DATUM/DATE

OPGESTEL EN BYGEHOU DEUR:
COMPILED AND RECORDED BY:


.....
S BARON
SEKRETARIAAT DIENSTE
SECRETARIAT SERVICES

RAADSVERGADERING
COUNCIL MEETING
27 AUGUSTUS / AUGUST 2025

NAAM EN VAN / NAME AND SURNAME	HANDTEKENING / SIGNATURE
<u>Raadslede / Councillors :</u>	
Raadsheer/Alderman LM de Bruyn	
Raadsheer/Alderman CC Clayton	
Raadslid/Councillor WH Wells	
Raadsheer/Alderman DA Appel	
Raadslid/Councillor CA Benjamin	
Raadslid/Councillor M Botes	
Raadslid/Councillor CT Cloete	
Raadsheer/Alderman S Fredericks	
Raadslid/Councillor M Gana	
Raadslid/Councillor DA Jacobs	
Raadslid/Councillor D Jooste	
Raadslid/Councillor H Linnerts	
Raadslid/Councillor JD Lekhori	
Raadslid/Councillor TP Lemina	
Raadslid/Councillor RL Mienies	
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	
<u>Amptenare/Officials:</u>	
Mnr/Mr W Hendricks	Apology
Mnr/Mr GW Hermanus	Sick leave
Mnr/Mr P Mabhena	
Mnr / Mr H Matthee	
Me./Ms N Baliso	 N Baliso
Mnr./Mr N Arendse	
Mnr./Mr A Opperman	
Mnr/Mr H Gxoyiya	 H Gxoyiya
Me./Ms M Faul	 M Faul
Me./Ms L Kilowan	 L Kilowan
Me./Ms T Michel	 T Michel
Me./Ms S Baron	 S Baron
Me./Ms F Ngxowa	

Xoliseka Mulo	