



**MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY**

**[30 APRIL 2026]**

**RAADSVERGADERING /  
COUNCIL MEETING**

**NOTULE / MINUTES**

**30 APRIL 2026**

**MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY**

**RAADSVERGADERING / COUNCIL MEETING**

**NOTULE / MINUTES**

**[30 APRIL 2026]**

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# THEEWATERSKLOOF MUNISIPALITEIT/ MUNICIPALITY

NOTULE VAN 'N RAADSVERGADERING GEHOU OP 30 APRIL 2026 OM 10:00,  
IN DIE RAADSAAL MUNISIPALE KANTORE, CALEDON.

MINUTES OF A COUNCIL MEETING HELD ON 30 APRIL 2026 AT 10:00 IN THE  
COUNCIL CHAMBERS MUNICIPAL OFFICES, CALEDON.

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## **A. OPENING EN VERWELKOMING**

Die Voorsitter, Speaker WH Wells, verwelkom almal teenwoordig.

Raadsheer BB Mkhwibiso open die vergadering met gebed.

### **OPENING AND WELCOME**

The Chairperson, Speaker WH Wells, welcomed everyone present.

Alderman BB Mkhwibiso opened the meeting with a prayer.

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

Nie van toepassing nie / Not applicable.

## **C. BYWONINGSREGISTER/ATTENDANCE REGISTER**

### **C.1 Teenwoordig/Present Raadslede/Councillors**

Raadsheer/Alderman LM de Bruyn  
Raadsheer/Alderman CC Clayton  
Raadsheer/Alderman 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  
Raadsheer/Alderman BB Mkhwibiso  
Raadslid/Councillor M Mpambani  
Raadslid/Councillor MA Nomkoko  
Raadsheer/Alderman MR Nongxaza

2

Raadslid/Councillor FO Ntantiso  
Raadslid/Councillor V Papier  
Raadsheer/Alderman M Plato-Mentoor  
Raadslid/Councillor MS Shale  
Raadslid/Councillor J Smit  
Raadslid/Councillor C Smith  
Raadslid/Councillor YM van Tonder  
Raadslid/Councillor TB Zimmermann

**Amptenare / Officials**

Mnr./Mr GW Hermanus	(Wnde Munisipale Bestuurder) (Acting Municipal Manager)
Mnr./Mr WSE Solomons-Johannes	(Direkteur: Gemeenskapsienste) (Director: Community Services)
Mnr./Mr Z Benjamin	(Adjunk Direkteur: Elektriese Dienste) (Deputy Director: Electrical Services_
Mnr./Mr A Riddles	(Wnde Direkteur: Finansies) (Acting Director: Finance)
Mnr./Mr KE Nontshiza	(Adjunk Direkteur: Ekonomiese Ontwikkeling en Beplanning) (Deputy Director: Economic Development and Planning)
Mnr./Mr A Opperman	(Hoof Uitvoerende Ouditeur) (Chief Audit Executive)
Mnr./Mr H Gxoyiya	(Senior Bestuurder: Regsdienste) (Senior Manager: Legal Services)
Me./Ms. M Faul	(Bestuurder: Korporatiewe Dienste) (Manager: Corporate Services)
Me./Ms L Kilowan	(Snr Admin Beampte: Raadslidondersteuning) (Snr Admin Officer: Councillor Support)
Me./Ms. 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:**

Rdl./Cllr P Stander  
Mnr./Mr H Matthee  
Me./Ms N Baliso

**Afwesig sonder verskoning**  
**Absent without Apology**

Geen / None

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

D.1 Notule van UBK Vergadering: 17 Maart 2026

Die Raad neem kennis van die Notule van die vergadering van die Uitvoerende Burgemeester en sy Komitee gehou op 17 Maart 2026.

Minutes of EMC Meeting: 17 March 2026

Council takes cognizance of the Minutes of a meeting of the Executive Mayor and his Committee held on 17 March 2026.

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

E.1 Notule van Raadsvergadering: 19 Maart 2026

BESLUIT :

Om op voorstel van Raadsheer C Clayton gesekondeer deur Raadsheer S Fredericks die Notule van die Raadsvergadering van 19 Maart 2026 hiermee goed te keur, te bekragtig en te laat onderteken as prima facie bewys van die juistheid daarvan.

Minutes of Council Meeting: 19 March 2026

RESOLVED:

To, on proposal by Alderman C Clayton seconded by Alderman S Fredericks hereby approve, confirm and have signed the Minutes of the Council Meeting of 19 March 2026 as prima facie evidence of its correctness.

E.2 Notule van Raadsvergadering: 31 Maart 2026

BESLUIT :

Om op voorstel van Raadsheer LM de Bruyn gesekondeer deur Raadslid Y van Tonder die Notule van die Raadsvergadering van 31 Maart 2026 hiermee goed te keur, te bekragtig en te laat onderteken as prima facie bewys van die juistheid daarvan.

**Minutes of Council Meeting: 31 March 2026**

**RESOLVED:**

To, on proposal by Alderman LM de Bruyn seconded by Councillor Y van Tonder hereby approve, confirm and have signed the Minutes of the Council Meeting of 31 March 2026 as prima facie evidence of its correctness.

**E.3 Notule van 'n Spesiale Raadsvergadering: 31 Maart 2026**

**BESLUIT :**

Om op voorstel van Raadsheer MR Nongxaza gesekondeer deur Raadslid C Cloete die Notule van die Spesiale Raadsvergadering van 31 Maart 2026 hiermee goed te keur, te bekragtig en te laat onderteken as prima facie bewys van die juistheid daarvan.

**Minutes of a Special Council Meeting: 31 March 2026**

**RESOLVED:**

To, on proposal by Alderman MR Nongxaza seconded by Councillor C Cloete hereby approve, confirm and have signed the Minutes of the Special Council Meeting of 31 March 2026 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 UITVORENDE BURGEMEESTER /**

Raadslede, amptenare en alle inwoners word 'n veilige en rustige lang naweek toegewens. Geniet asseblief die naweek verantwoordelik en moet nie drink en bestuur nie.

More, wanneer ons Werkersdag vier, wil ek ons waardering en beste wense aan alle werkers oordra. Mag julle die dag geniet saam met families en geliefdes.

Dankie almal en ons sien daarna uit om mekaar weer te sien by die volgende Raadsvergadering.

## STATEMENTS AND COMMUNICATIOS BY THE EXECUTIVE MAYOR

Councillors, officials and all residents are wished a safe and peaceful long weekend. Please enjoy the weekend responsibly and do not drink and drive.

Tomorrow, as we celebrate Workers' Day, we extend our appreciation and best wishes to all workers. May you enjoy the day with your families and loved ones.

Thank you everyone, and we look forward to seeing you at the next Council meeting.

### H. VOORLEGGINGS PRESENTATIONS

- H.1 Stellenbosch University Engagement with Grabouw (Dr Sarachera and Ms C Petersen)

*The presentation was presented to Council and is attached as annexure to the minutes.*

*Council is supporting the social impact study, and it is resolved that an agenda-item must be prepared for Council after the Acting Municipal Manager, Mr GW Hermanus, obtains all documents and the Memorandum of Understanding.*

- H.2 SALGA: Governance- and Intergovernmental Relations Provincial Working Group Meeting – 13 March 2026

- H.3 SALGA: Governance- and Intergovernmental Relations Provincial Consultative Meeting – 27 March 2026

*Council takes cognizance of the SALGA: Governance- and Intergovernmental Relations Provincial Working Group meeting minutes of 13 March 2026 and SALGA: Governance- and Intergovernmental Relations Consultative meeting minutes of 27 March 2026.*

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



**Stellenbosch**  
UNIVERSITY  
IYUNIVESITHI  
UNIVERSITEIT

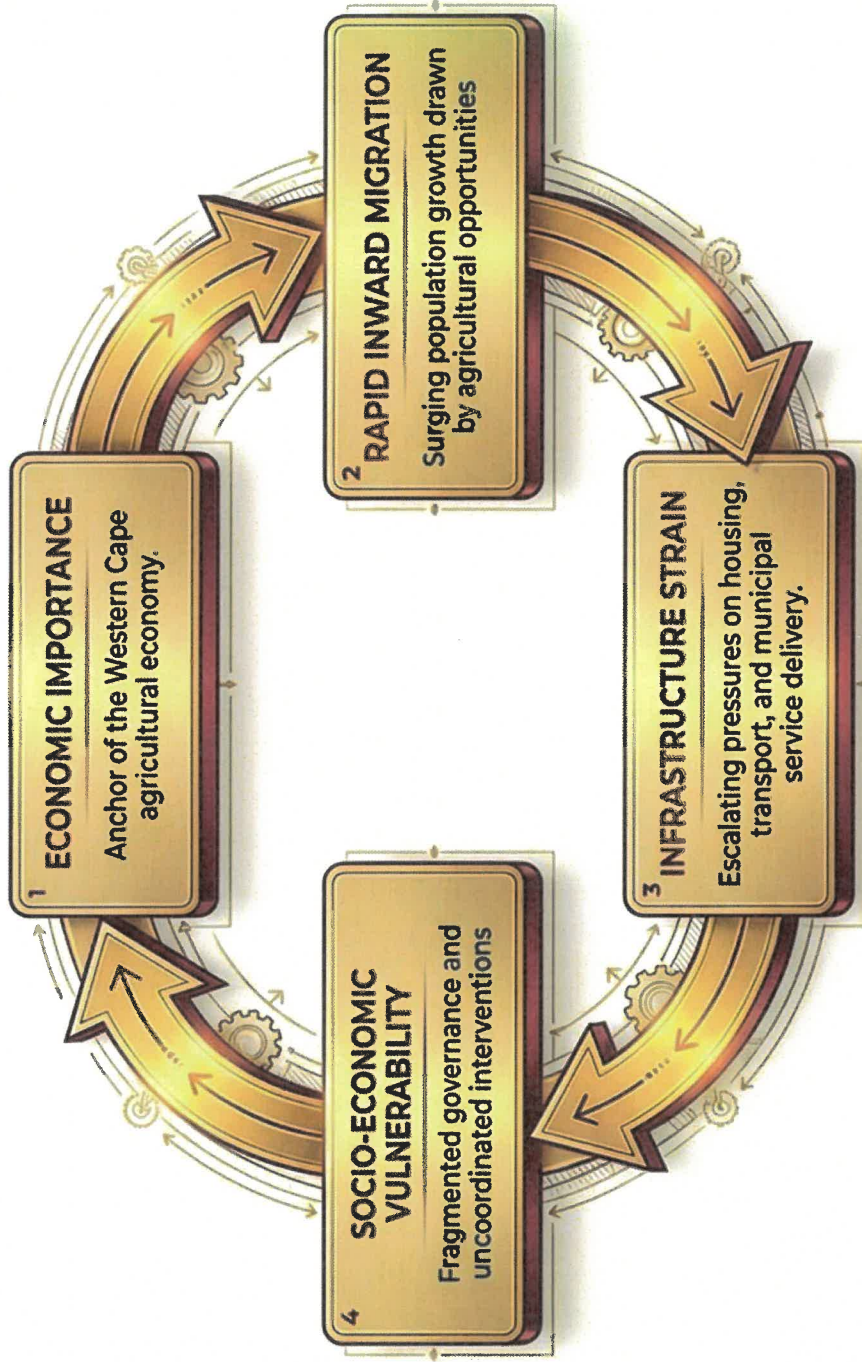
**AFRICA CENTRE**  
for Inclusive Health Management

# **The Grabouw Multistakeholder Development Framework.**

A Transdisciplinary Approach  
to Socio-Economic Intelligence  
and Aligned Capital.

Prepared for the Executive Mayor of  
Theewaterskloof and the House of Counsellors.

# THE PRESSURE-COOKER LOOP



**Key Takeaway:** Existing research highlights the interplay between migration patterns, housing shortages, and governance fragmentation, reinforcing the urgent need for a coordinated, multidisciplinary intervention.

# The Transdisciplinary Research Initiative

## Core Objective:

To bring together academic research, localized community knowledge, and stakeholder collaboration to definitively map and address Grabouw's complex socio-economic, environmental, and governance challenges.


**Academic Rigor**

**Africa Centre for Inclusive Health Management (EMS Faculty)**

**Localized Community Knowledge**

**Stakeholder Collaboration**

**Partnership Note:** A joint effort between Stellenbosch University and Infinity Strategic Business Solutions to translate transdisciplinary data into actionable local development solutions.

 Milestone: Inaugural Engaging Grabouw Annual Research Day (H2 2026)

# Grabouw Multistakeholder Forum

Government

Agriculture

Labour

Civil Society  
& Academia

Community  
Organisations

**Functional Goal:** A collaborative platform serving one precise purpose: translating transdisciplinary research findings into practical policy and localized development interventions.



# The Public Squares Initiative

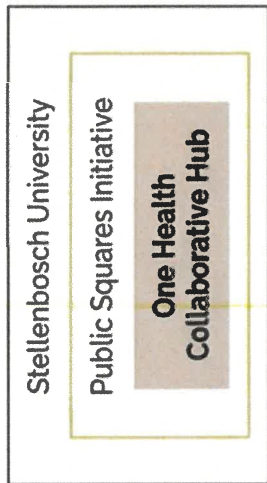
## One Health Collaborative Hub on Migration & Disease Dynamics

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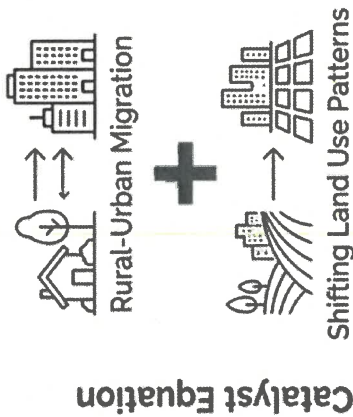
*Featuring the Africa Centre for Inclusive Health Management*

# The Intersecting Nexus

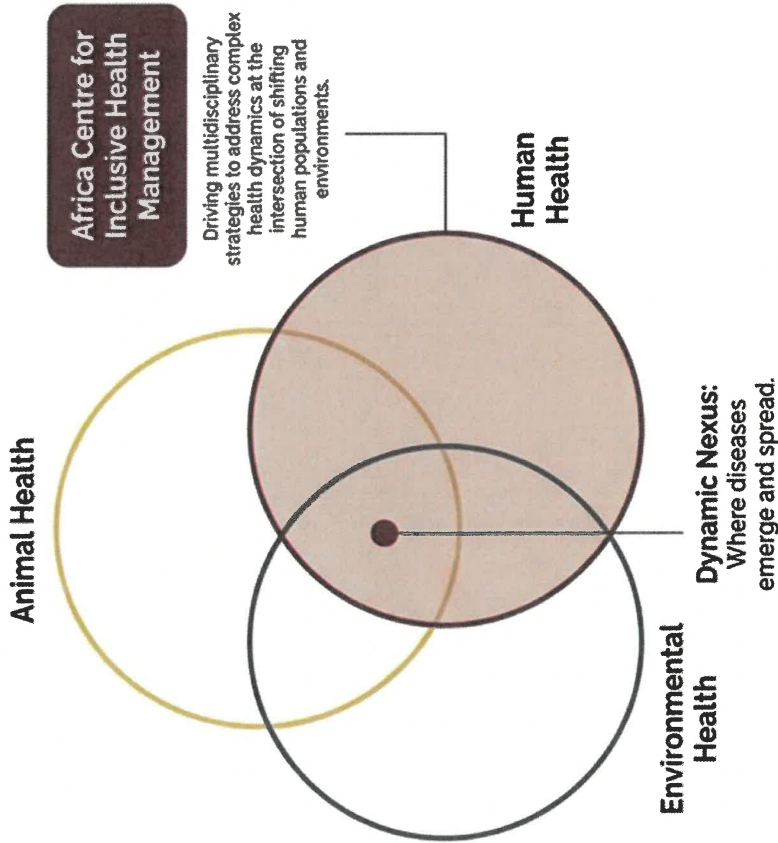
## Institutional Context



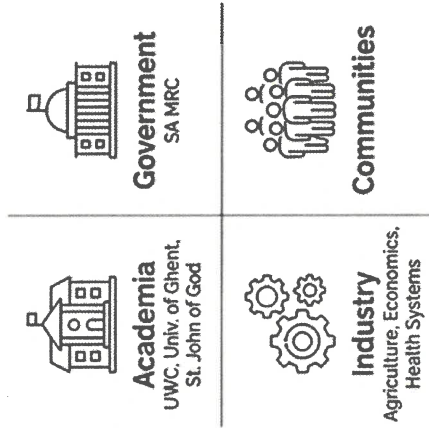
## The Threat Landscape



## The One Health Approach



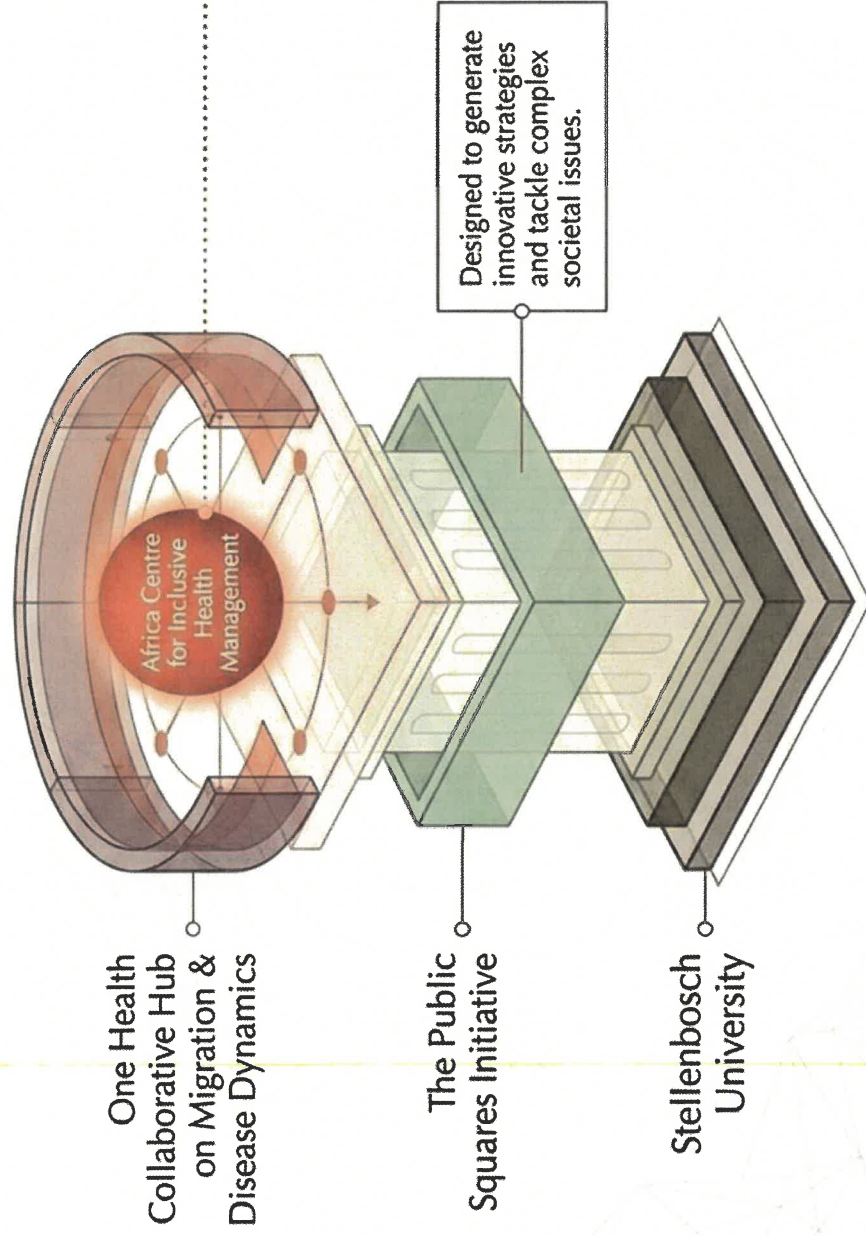
## Active Collaboration Matrix



## Target Outcomes



# The Public Square: Orchestrating Collaborative Health

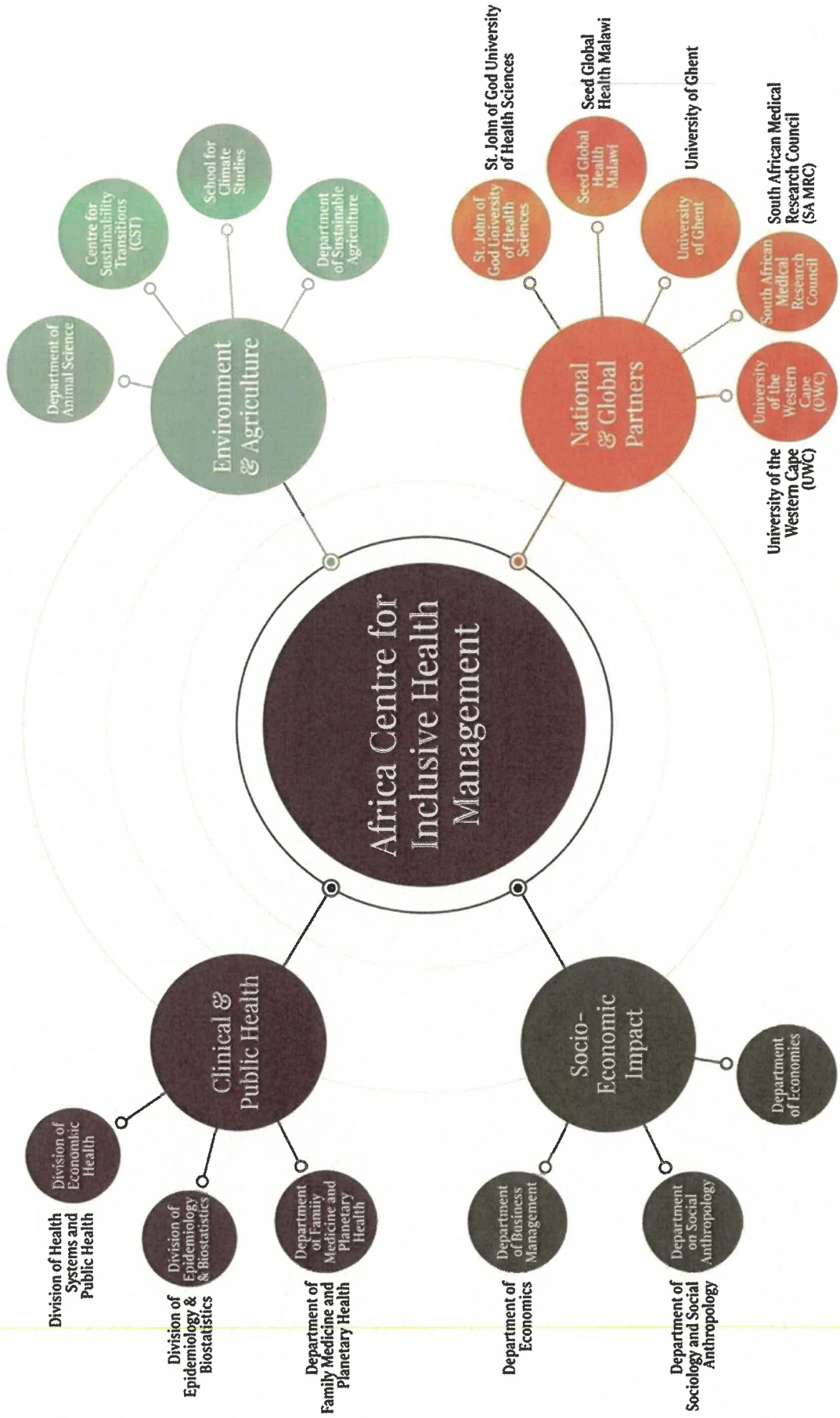


One Health Collaborative Hub on Migration & Disease Dynamics

The Public Squares Initiative

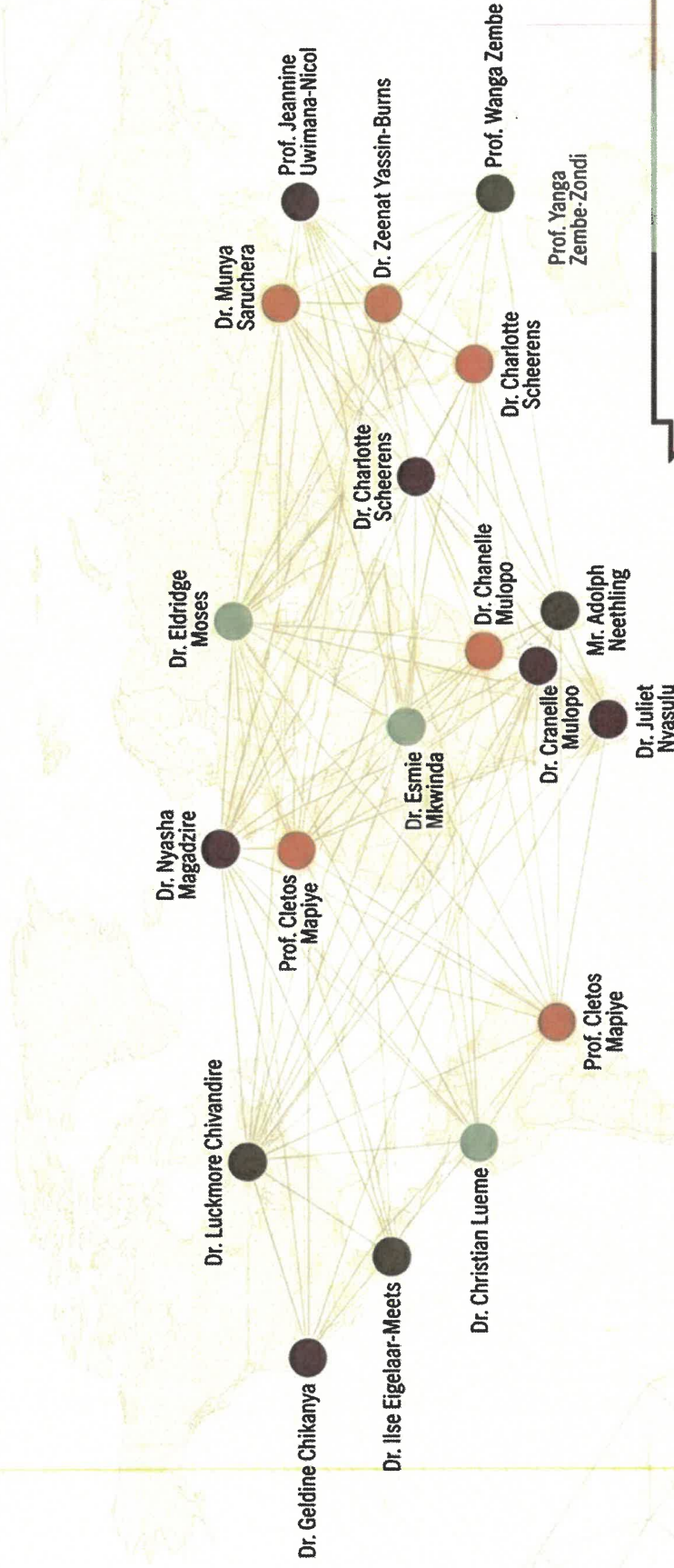
Stellenbosch University

The Africa Centre acts as the central orchestrator within the Public Square, bridging the gap between rigorous academic research and inclusive health management.



# The Networked Solution: Our Core Team

19 experts converging across disciplines to safeguard shared environments.



Intersecting crises require intersecting expertise.

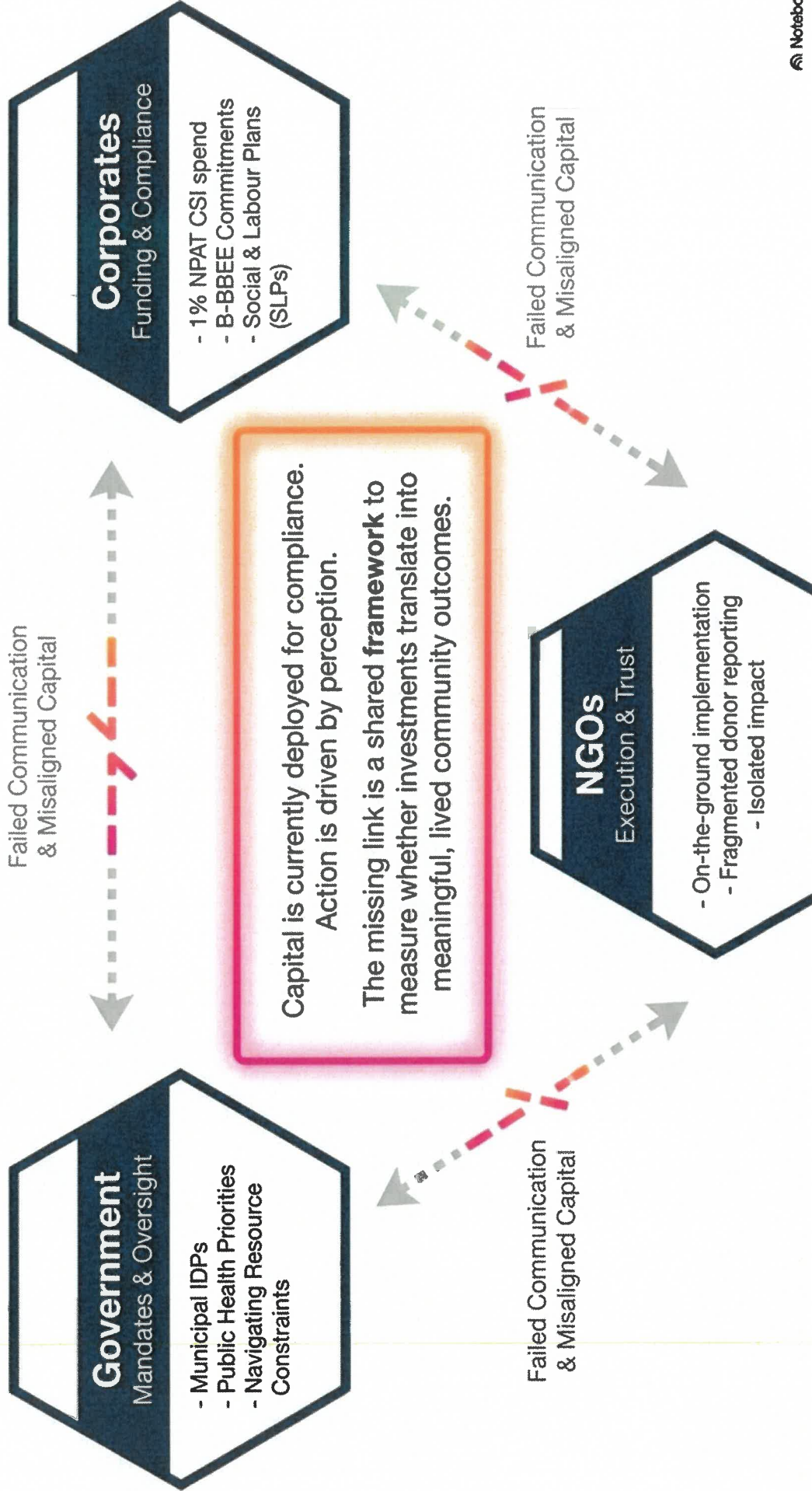
*Measure what matters. Improve what impacts.*



# Introducing ImpactSQ™

**The Bridge to Accountable Impact.**

A decision-ready social impact analytics framework designed to align Government Mandates, NGO Execution, and Corporate Investment through Data-Driven Social Intelligence.



**The New Standard: What is changing in people's lives as a result?**

**The Old Question: What are we doing?**

<b>Traditional Approach</b>	<b>ImpactSQ™ Approach</b>
Anecdotal, fragmented reporting across departments.	Consolidated, verified socio-economic indices geo-mapped per region.
Ad-hoc, driven by perception or 'CEO pet projects'.	Prioritised, evidence-based targeting of root-cause vulnerabilities.
Handled as an isolated HR or compliance obligation.	Quantified link between social conditions and operational workforce performance.
Outputs (What are we doing?).	Lived Outcomes (What is changing in people's lives?).



**Infinity**  
Strategic Business Solutions

Infinity Strategic Business Solutions | [charissa@infinitystrat.co.za](mailto:charissa@infinitystrat.co.za) | [www.infinitystrat.co.za](http://www.infinitystrat.co.za)

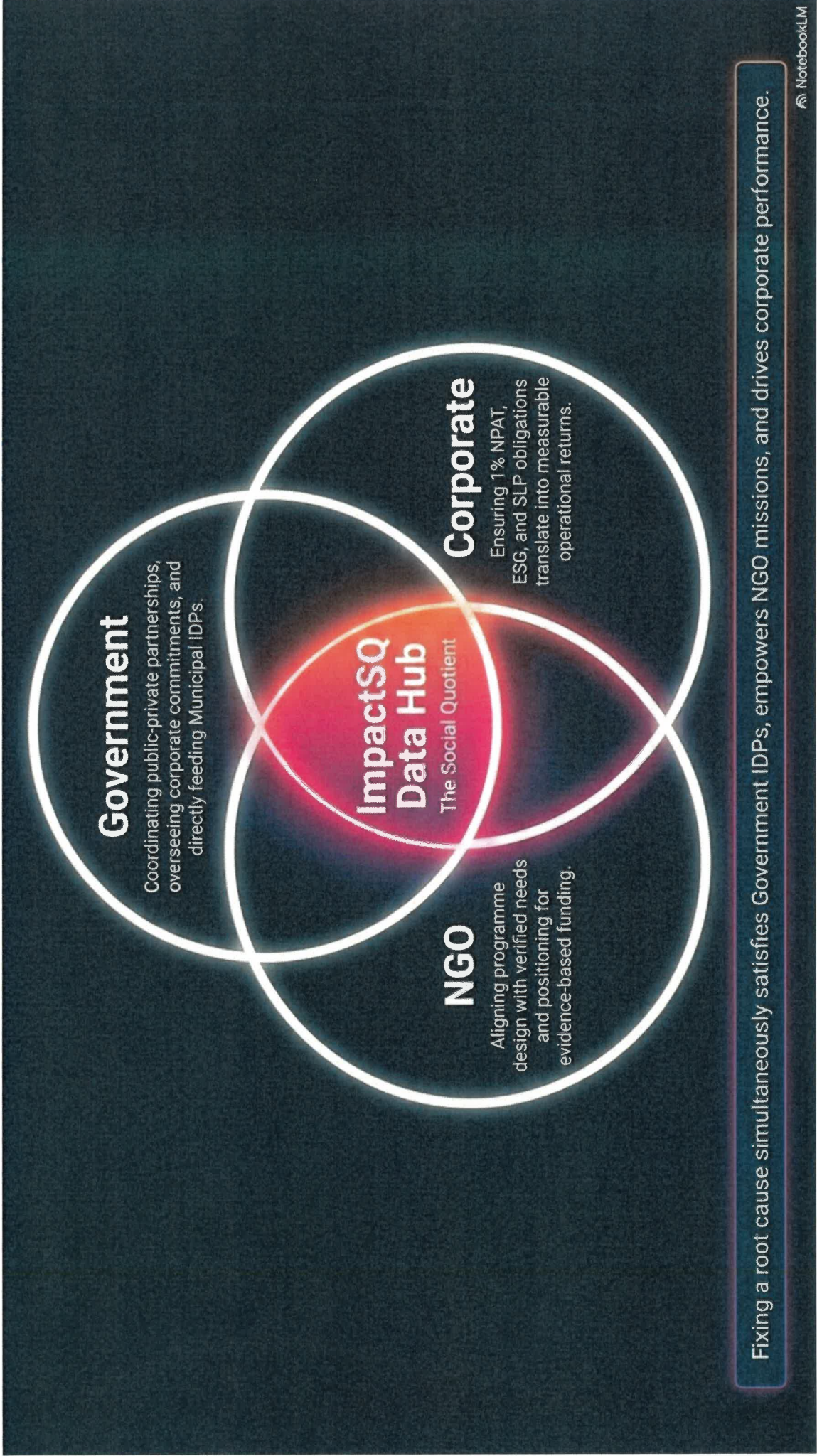
## What we typically measure (Activity-based Symptoms)



## What drives the reality (Outcome-based Root Causes)

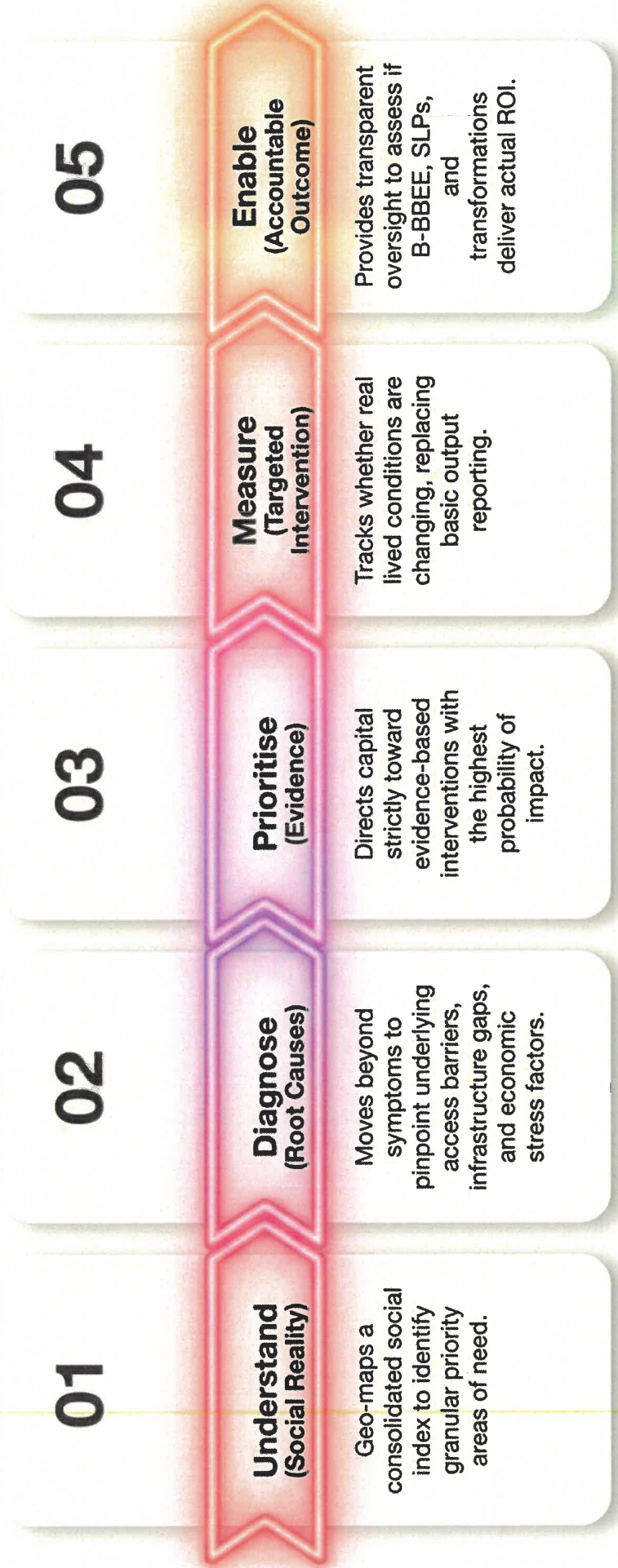


Corporate and state interventions conventionally target visible symptoms. Until we utilize data to diagnose and solve underlying social barriers, development remains reactive and operational performance bleeds.



Fixing a root cause simultaneously satisfies Government IDPs, empowers NGO missions, and drives corporate performance.

# Impact Pathway



# Executive Leadership & Governance Rigour

## Infinity Strategic Business Solutions

**Focus:**  
Social impact framework design and workforce analytics.

**Role:**  
Translating raw insights into actionable, human-centered business strategies.

**Credibility:**  
Founder Charissa Petersen Petersen brings 20+ years corporate leadership (BMW, De Beers) and academic rigour to operationalize data.

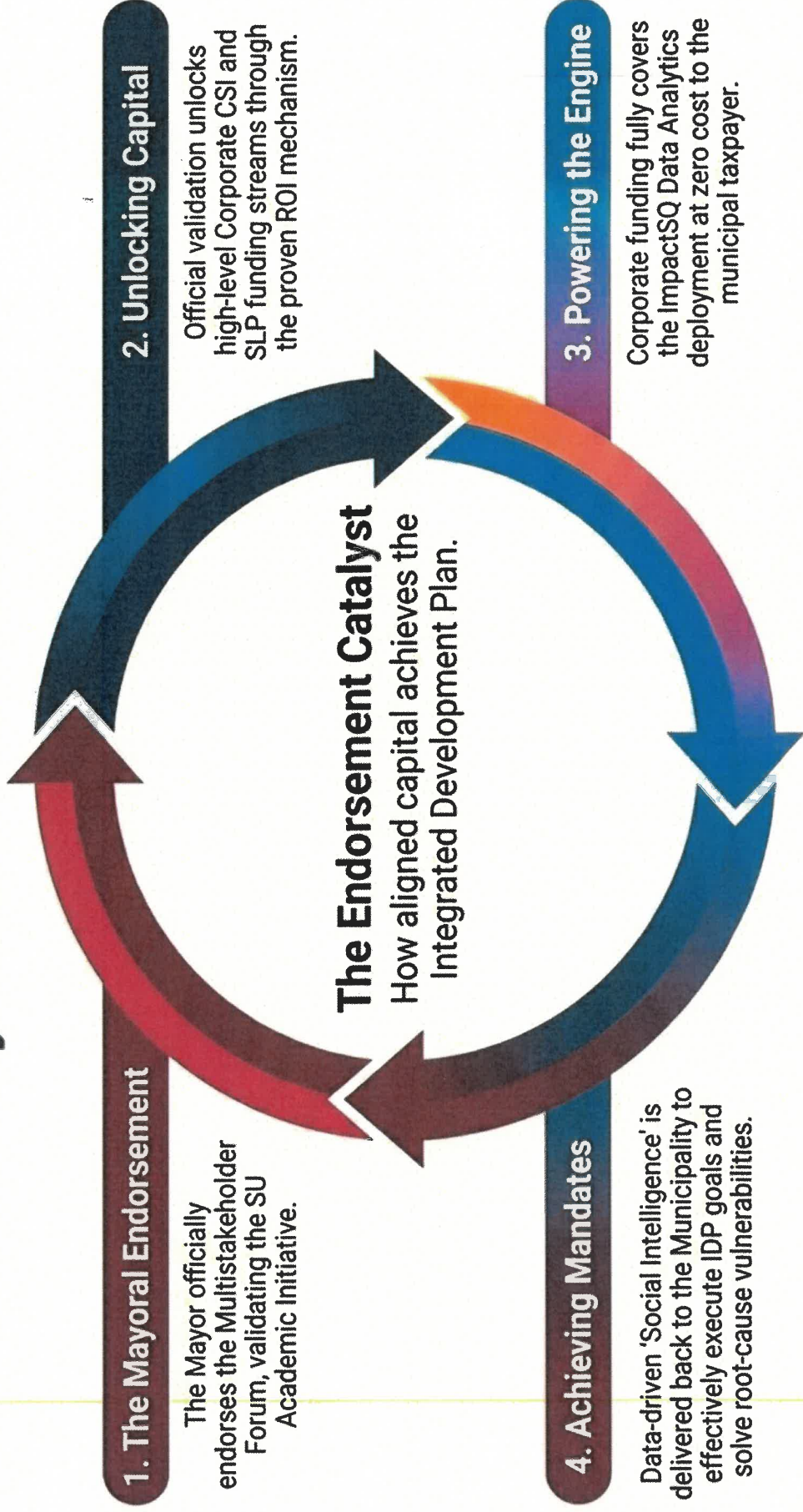
## Econometrix (Pty) Ltd

**Focus:**  
Socio-economic modelling, regional index compilation, and data validation.

**Role:**  
Providing uncompromising econometric rigour and data assurance.

Credible Data x Practical Application = Measurable Impact.

# Synthesis and Climax



## The Strategic Ask for Executive Endorsement

The success of this initiative depends fundamentally on inclusive stakeholder participation. Your input ensures the process is representative, impactful, and aligned with Theewaterskloof objectives.



### Request 1: Assistance with Stakeholder Mapping

Provide municipal insight to identify and engage the key institutional and community actors who play a role in Grabouw's socio-economic and governance ecosystem.

### Request 2: Official Endorsement of the Forum

Formal Mayoral backing to establish the Multistakeholder Forum as the recognized space for collaborative development.

# Join the Collaboration

✉ [info@sun.ac.za](mailto:info@sun.ac.za)

☎ +27 21 808 9111

**Dr Munya Saruchera**

✉ [msaruchera@sun.ac.za](mailto:msaruchera@sun.ac.za)

**Charissa Petersen**

✉ [charissa@infinitystrat.co.za](mailto:charissa@infinitystrat.co.za)

**ITEM HEADING**

**C98/2026 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT IDP:  
REPORTING ON PERFORMANCE OF CONTRACTORS: JANUARY  
2026 TILL MARCH 2026**

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

**FILE NUMBER**

8/2/3/5/1

**PURPOSE / AIM OF REPORT**

To present a report to Council in terms of the contract and performance management of the Office of the Municipal Manager contractors for the period from January 2026 to March 2026 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: Office of the Municipal Manager IDP:

<b>Department:</b>	<b>JANUARY 2026</b>	<b>FEBRUARY 2026</b>	<b>MARCH 2026</b>
IDP	Submitted	Submitted	Submitted

Find attached checklists consisting of the summaries done for the Directorate:  
Municipal Manager

**No blockages occurred.**

**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 EMC TO COUNCIL: 15 APRIL 2026**

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

**That Council takes cognisance of the report.**

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council takes cognisance of the report.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council takes cognisance of the report.**

*For finalization by the Office of the Municipal Manager, Mr R de Lange.*

**ITEM TITLE**

**C99/2026 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT  
IDP/PERFORMANCE MANAGEMENT: 3RD QUARTER TOP LAYER  
SDBIP REPORT**

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

**FILE NUMBER**

5/1/3

**PURPOSE OF REPORT**

The aim of the report is to ensure compliance with the performance regulations and to notify Council on the outcomes of the performance report of the Municipality for the period (January 2026 to March 2026).

**BACKGROUND**

Section 1 of the MFMF defines the SDBIP as:

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

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

This report focuses on the service delivery targets and performance indicators for the financial year 2025/26 excluding the financial reports as these are reported monthly via the s71 reporting process.

**DISCUSSION**

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

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

Outcome of Overall Performance:

Summary of Results	Office of the MM	Financial Services	Community Services	Technical and Infrastructure Implementation Services	Economic Development and Planning	Corporate Services
KPI Not Yet Applicable	3	4	2	4	5	5
KPI Not Met	1	1	1	0	7	1
KPI Almost Met	0	4	1	0	1	0
KPI Met	3	2	0	0	1	1
KPI Well Met	0	4	1	0	1	0
KPI Extremely Well Met	0	0	0	2	1	0
<b>Total KPIs</b>	<b>7</b>	<b>15</b>	<b>5</b>	<b>6</b>	<b>16</b>	<b>7</b>

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

Not applicable.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

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

Section 54(1)(c) of MFMA.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended:**

- 1. That Council takes note of the outcome of the 2025/2026 performance report of the Municipality for the 3<sup>rd</sup> Quarter.**
- 2. That Council takes note of the corrective measures.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council noted the outcome of the 2025/2026 performance report of the Municipality for the 3<sup>rd</sup> Quarter.**

*For finalization by the Office of the Municipal Manager, Mr R de Lange.*

**ITEM TITLE****C100/2025 FRAUD AND RISK MANAGEMENT COMMITTEE: DEPARTMENT  
FRAUD AND RISK MANAGEMENT: INTRODUCTION AND  
APPROVAL PROCESS FOR THE WHISTLE-BLOWING POLICY**

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

**FILE NUMBER**

13/6/B

**PURPOSE OF REPORT**

To present the Whistle-Blowing Policy for consideration and endorsement by Management, and to seek support for its submission to the Fraud and Risk Management Committee, Performance and Audit Committee, and ultimately to Council for approval and adoption.

**BACKGROUND**

In line with good governance principles and the municipality's commitment to ethical conduct, transparency, and accountability, Whistle-Blowing Policy has been developed.

The policy establishes a clear framework for reporting unethical conduct, fraud, corruption, or other irregular activities in a safe, confidential, and legally compliant manner. It replaces any previous informal or fragmented reporting mechanisms and provides defined roles, procedures, and protections for whistle-blowers.

The development of this policy aligns with the requirements of the Protected Disclosures Act (Act No. 26 of 2000), Municipal Finance Management Act (Act No. 56 of 2003), and related governance standards applicable to municipalities.

**DISCUSSION****ATTACHED**

2025/20256 Whistle Blowing Policy

1. Overview of the objectives and principles underpinning the new policy.
2. Outline of the reporting procedures and protection mechanisms for whistle-blowers.
3. Roles and responsibilities of management, internal audit, and risk management in handling disclosures.
4. Integration of the policy into the municipality's broader ethics, fraud prevention, and risk management framework.

**COMMENTS: OFFICE OF THE MUNICIPAL MANAGER**

Recommendation supported.

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

Supported.

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

Item is supported to serve at council committee meeting for approval.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

Minimal financial implications are anticipated. Implementation costs will relate mainly to awareness and training initiatives to ensure all employees understand the policy and reporting channels.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

The policy ensures compliance with the Protected Disclosures Act, Prevention and Combating of Corrupt Activities Act, and MFMA provisions. Adoption of the policy will strengthen the municipality's legal and ethical position in handling disclosures. Failure to adopt such a policy could expose the municipality to governance, ethical, and legal risks.

**COMMENTS FROM INTERNAL AUDIT**

Supported, but correct the Fraud Hotline number to 0800 701 701 please.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

The policy directly supports the municipality's fraud and corruption risk mitigation efforts. It enhances early detection and corrective measures, promoting a culture of integrity and ethical conduct across all operations.

**RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended that Management:**

- 1. Notes the development of the new Whistle-Blowing Policy.**
- 2. Endorses the policy for submission to the Fraud and Risk Management Committee for review.**

3. Supports the subsequent submission of the policy to the Performance and Audit Committee for review and support.
4. Recommends that the policy be submitted to Council for final approval and adoption.

**RECOMMENDATION BY MANAGEMENT TO THE FRAUD AND RISK MANAGEMENT COMMITTEE: 06 NOVEMBER 2025**

1. Management noted the development of the new Whistle-Blowing Policy.
2. Management resolved that the following part of the policy be removed:  
  
*On page 26 – “Are you an employee of Theewaterskloof Municipality? Yes / No. If yes, what is your position or relationship to the Municipality?”*
3. Management endorses the policy for submission to the Fraud and Risk Management Committee for review.
4. Management supports the subsequent submission of the policy to the Performance- and Audit Committee for review and support.
5. Management recommends that the policy be submitted to Council for final approval and adoption.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 19 NOVEMBER 2025**

1. The Fraud and Risk Management Committee noted the development of the new Whistle-Blowing Policy.
2. The Fraud and Risk Management Committee resolved that the following part of the policy be removed:  
  
*On page 26 – “Are you an employee of Theewaterskloof Municipality? Yes / No. If yes, what is your position or relationship to the Municipality?”*
3. The Fraud and Risk Management Committee resolved that *the number for the “hotline” be corrected in the document to the following: 0800 701 701.*
4. The Fraud and Risk Management Committee resolved that *an email address be created and incorporated into the policy, and that the matter of who will be the dedicated responsible person be discussed with the Municipal Manager.*
5. The Fraud and Risk Management Committee endorses the policy and supports the subsequent submission of the policy to the Performance and Audit Committee for review and support.

6. The Fraud and Risk Management Committee recommended that the policy be submitted to Council for final approval and adoption.

**RECOMMENDATION FROM THE PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 MARCH 2026**

1. The Performance- and Audit Committee noted the development of the new Whistle-Blowing Policy.
2. It is recommended that the policy be submitted to Council for final approval and adoption.

**RECOMMENDATION TO COUNCIL:**

**It is recommended that the Council approves and adopts the Whistle-Blowing Policy.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 Alderman MR Nongxaza it was resolved as follows:

**Council approves and adopts the Whistle-Blowing Policy.**

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

**ITEM TITLE**

**C101/2025 FRAUD AND RISK MANAGEMENT: RISK MANAGEMENT IMPLEMENTATION PLAN 2025/2026**

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

**FILE NUMBER**

5/14/2/3

**PURPOSE OF REPORT**

To provide the Committee with the Risk Management Implementation Plan for the first quarter of 2025/2026.

**BACKGROUND**

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

**DISCUSSION****ATTACHED**

Risk Management Implementation Plan 2025/2026

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

Recommendations are supported.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

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

Item supported.

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

None.

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

Supported.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**KOMMENTAAR VAN INTERNE OUDIT/COMMENTS FROM INTERNAL AUDIT**

No comments.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**COMMENTS FROM LEGAL SERVICES**

The item is supported.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Committee must, according to its responsibilities reviews and approve the Risk Management Implementation Plan and monitor progress periodically.
2. That the Risk Management Implementation Plan for 2025-2026 be referred to Performance- and Audit Committee for oversight.
3. That the Risk Management Implementation Plan for 2025-2026 be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 19 NOVEMBER 2025**

1. The Fraud and Risk Management Committee reviews and approves the Risk Management Implementation Plan.
2. The Fraud and Risk Management Committee recommended that the Risk Management Implementation Plan for 2025-2026 be referred to Performance- and Audit Committee for oversight.

3. The Fraud and Risk Management Committee recommended that the Risk Management Implementation Plan for 2025-2026 be referred to Council for cognizance.

**RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 MARCH 2026**

1. The Performance- and Audit Committee noted the Risk Management Implementation Plan.
2. The Performance- and Audit Committee noted that the Risk Management Officer, Ms. N Dayeni, has challenges in terms of the changing of meeting dates and the challenges of staffing requirements.
3. It is recommended that the Risk Management Implementation Plan for 2025-2026 be referred to Council for cognizance.

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council takes cognizance of the Risk Management Implementation Plan for 2025/2026.

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council takes cognizance of the Risk Management Implementation Plan for 2025/2026.**

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

**ITEM TITLE**

**C102/2025 FRAUD AND RISK MANAGEMENT: REVIEW OF STRATEGIC RISK REGISTER FOR 2025/2026**

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

**FILE NUMBER**

5/14/2/4

**PURPOSE OF REPORT**

To present the Strategic Risk Register for the 2025/2026 financial year for review and discussion, and to obtain endorsement from the Committee prior to submission to the Performance and Audit Committee and Council.

**BACKGROUND**

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

**DISCUSSION****ATTACHED:**

Strategic Risk Register 2025-2026

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported.

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

Recommendation is supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

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

Supported.

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

None.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended:**

- 1. That the Fraud and Risk Management Committee reviews the 2025-2026 Strategic Risk Register.**
- 2. That the register be referred to Performance and Audit Committee for oversight.**
- 3. That the register be referred to Council for approval.**

**DISCUSSION DURING THE MEETING: 19 NOVEMBER 2025**

Councillor H Linnerts – I am concerned that this risk document has not been updated since the last meeting. The following risks, in particular, are alarming:

- R100 – Inability to effectively drive Institutional Performance, Governance, and Strategic Direction.
- R102 – Lack of Public trust in Municipal Structures, Processes and systems.
- R103 – Inability to achieve financial recovery targets (FRP mandates)
- R105 – Aging Infrastructure
- R110 – Slow or stagnant economic growth within the municipality limits, job creation, revenue collection, and the municipality's ability to drive development and improve living standards residents.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 19 NOVEMBER 2025**

- 1. The Fraud and Risk Management Committee reviews the 2025-2026 Strategic Risk Register.**

2. The Fraud and Risk Management Committee resolved that the Strategic Risk Register be a standing agenda-item at the management meetings.
3. The Fraud and Risk Management Committee resolved that when the Risk Officer encounters challenges, an email must be sent to the Municipal Manager, Ms. Gani and Mr A Opperman to ensure continued monitoring of the strategic risks.
4. The Fraud and Risk Management Committee recommended that the register be referred to the Performance- and Audit Committee for oversight.
5. The Fraud and Risk Management Committee recommended that the register be referred to Council for approval.

**RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 MARCH 2026**

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

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council approves the Strategic Risk Register for 2025/2026.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council approves the Strategic Risk Register for 2025/2026.**

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

**ITEM TITLE****C103/2025 FRAUD AND RISK MANAGEMENT: REVIEW OF OPERATIONAL RISK REGISTER FOR 2025/2026**

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

**FILE NUMBER**

5/14/2/4

**PURPOSE OF REPORT**

To provide the Committee with the Operational Risk Register for 2025-2026 for review.

**BACKGROUND**

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

**DISCUSSION****ATTACHED**

Operational Risk Register 2025-2026

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

Recommendations are supported.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported.

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

Recommendation is supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

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

Supported.

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

None.

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

Supported.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

No comments.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Fraud and Risk Management Committee reviews the 2025-2026 Operational Risk Register.
2. That the register be referred to Performance- and Audit Committee for oversight.
3. That the register be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 19 NOVEMBER 2025**

1. The Fraud and Risk Management Committee reviews the 2025-2026 Operational Risk Register.
2. The Fraud and Risk Management Committee resolved that the Operational Risk Register be a standing item at the management meetings.
3. The Fraud and Risk Management Committee recommended that the register be referred to Performance- and Audit Committee for oversight.
4. The Fraud and Risk Management Committee recommended that the register be referred to Council for approval.

**RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 MARCH 2026**

It is recommended:

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

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council approves the Operational Risk Register for 2025/2026.

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 Alderman S Fredericks it was resolved as follows:

**Council approves the Operational Risk Register for 2025/2026.**

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

**ITEM TITLE**

**C104/2026 FRAUD AND RISK MANAGEMENT: REVIEW OF FRAUD RISK REGISTER FOR 2025 - 2026**

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

**FILE NUMBER**

5/14/2/4

**PURPOSE OF REPORT**

To present the updated Fraud Risk Register for the 2025/2026 financial year for review and endorsement, and to strengthen the municipality's fraud prevention and detection efforts in line with the Fraud Prevention Plan.

**BACKGROUND**

The Risk Management Unit, in collaboration with Internal Audit and departmental representatives, reviewed and updated the municipality's Fraud Risk Register to reflect emerging fraud threats, audit findings, and internal control weaknesses. The register forms part of the broader fraud prevention strategy, and its regular review is a requirement of National Treasury's risk management framework.

**DISCUSSION****ATTACHED**

Fraud Risk Register for 2025/2026 Financial Year

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

Recommendations are supported.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

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

Item supported.

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

None.

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

Supported.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

No comments.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**COMMENTS FROM LEGAL SERVICES**

The item is supported.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Committee reviews and endorses the 2025/2026 Fraud Risk Register.
2. That the Fraud Risk Register be referred to Performance- and Audit Committee for oversight.
3. That the Fraud Risk Register be referred to Council for approval.

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE<sup>45</sup>  
TO THE PERFORMANCE- AND AUDIT COMMITTEE: 19 NOVEMBER 2025**

1. The Fraud and Risk Management Committee reviews and endorses the 2025/2026 Fraud Risk Register.
2. The Fraud and Risk Management Committee recommended that the Fraud Risk Register be referred to Performance- and Audit Committee for oversight.
3. The Fraud and Risk Management Committee recommended that the Fraud Risk Register be referred to Council for approval.

**RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO  
COUNCIL: 13 MARCH 2026**

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

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council approves the Fraud Risk Register for 2025/2026.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council approves the Fraud Risk Register for 2025/2026.**

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

**ITEM TITLE**

**C105/2026 FRAUD AND RISK MANAGEMENT: PRESENTATION OF COMBINED ASSURANCE MODEL 2025/2026**

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

**FILE NUMBER**

5/14/2/1

**PURPOSE OF REPORT**

To present to the Committee the Combined Assurance Model for 2025/2026 with the Top 10 Highest Risks for review and approval.

**BACKGROUND**

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

**DISCUSSION**

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

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

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

Recommendations are supported.

**COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES**

Supported.

**COMMENTS FROM THE DEPARTMENT ELECTRICAL SERVICES**

None.

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

Item supported.

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

None.

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

Supported.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

None.

**COMMENTS FROM INTERNAL AUDIT**

It seems that the comments on the report might be outdated as it states that documents will be presented to FARMCO on 10 March 2025.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**COMMENTS FROM LEGAL SERVICES**

The item is supported.

**RECOMMENDATION BY ITEM AUTHOR:**

It is recommended:

1. That the Committee reviews and approves the Combined Assurance Model for 2025/2026.
2. To refer the Combined Assurance Model to the Performance- and Audit Committee for oversight.

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

**RECOMMENDATION FROM THE FRAUD AND RISK MANAGEMENT COMMITTEE TO THE PERFORMANCE- AND AUDIT COMMITTEE: 19 NOVEMBER 2025**

1. The Fraud and Risk Management Committee reviews and approves the Combined Assurance Model for 2025/2026.
2. The Fraud and Risk Management Committee recommended referring the Combined Assurance Model to the Performance- and Audit Committee for oversight.
3. The Fraud and Risk Management Committee recommended referring the Combined Assurance Model to Council for approval.

**RECOMMENDATION FROM PERFORMANCE- AND AUDIT COMMITTEE TO COUNCIL: 13 MARCH 2026**

1. The Performance- and Audit Committee noted the Combined Assurance Model.
2. It is recommended that the Combined Assurance Model be referred to Council for approval.

**RECOMMENDATION TO COUNCIL:**

It is recommended that Council approves the Combined Assurance Model for 2025/2026.

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 Alderman S Fredericks it was resolved as follows:

**Council approves the Combined Assurance Model for 2025/2026.**

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

**ITEM TITLE**

**C106/2026 OFFICE OF THE MUNICIPAL MANAGER: DEPARTMENT INTERNAL  
AUDIT: PERFORMANCE- AND AUDIT COMMITTEE REPORT 1  
JANUARY 2026 – 31 MARCH 2026**

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

**FILE NUMBER**

5/14/1/2/2

**PURPOSE OF REPORT**

The purpose of the report is to report to Council on the functions of the Performance- and Audit Committee (PAC) performed for the period 1 January 2026 – 31 March 2026.

**BACKGROUND**

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

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

**DISCUSSION**

The revised Performance- and Audit Committee Charter was approved by Council on 7 August 2025.

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

The quarterly PAC report for the period 1 January 2026 – 31 March 2026 is attached to this item.

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

None.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

None.

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

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

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**COMMENTS FROM LEGAL SERVICES**

The item is noted.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended that Council takes note of the Performance- and Audit Committee Report for the period 1 January 2026 – 31 March 2026.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 Y van Tonder it was resolved as follows:

**Council noted the Performance- and Audit Committee Report for the period 1 January 2026 – 31 March 2026.**

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

**ITEM TITLE**

**C107/2026 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: QUARTERLY REPORT REGARDING RESOLUTIONS TAKEN AT COUNCIL MEETINGS FOR THE 4<sup>th</sup> QUARTER (01 APRIL 2025 TO 30 JUNE 2025); FOR THE 1<sup>st</sup> QUARTER (01 JULY 2025 TO 30 SEPTEMBER 2025) AND FOR THE 2<sup>nd</sup> QUARTER (01 OCTOBER 2025 TO 31 DECEMBER 2025) STILL OUTSTANDING FOR NOTIFICATION AND RESOLUTIONS TAKEN AT COUNCIL MEETINGS FOR THE PERIOD 01 JANUARY 2026 TO 31 MARCH 2026 FOR NOTIFICATION AND APPROVAL**

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

**FILE NUMBER**

5/1/3

**AIM/PURPOSE OF REPORT**

That Council notes the attached schedule reflecting the resolutions taken at Council meetings for the periods 01 April 2025 to 30 June 2025; 01 July 2025 to 30 September 2025 and 01 October 2025 to 31 December 2025 and which is still outstanding, and that Council notes and approves the schedule of resolutions taken at Council meetings for the period 01 January 2026 to 31 March 2026.

**BACKGROUND**

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

**DISCUSSION**

After completion of the 3<sup>rd</sup> quarter of the 2025/2026 Service Delivery and Budget Implementation Plan (SDBIP), the schedule of resolutions taken at Council meetings is attached as an annexure to this Agenda-item for notification and approval by the Council.

That the schedule of Council resolutions which is still outstanding for the 4<sup>th</sup> quarter of 2024/2025; the 1<sup>st</sup> and 2<sup>nd</sup> quarter of 2025/2026 is also attached for cognizance of Council.

**FINANCIAL IMPLICATIONS**

None.

**LEGAL IMPLICATIONS**

None.

**RISK MANAGEMENT IMPLICATIONS**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended:

1. That the Council notes the schedule of resolutions taken during Council meetings for the 4<sup>th</sup> quarter of 2024/25 (01 April 2025 to 30 June 2025), 1<sup>st</sup> quarter of 2025/26 (01 July 2025 to 30 September 2025) and 2<sup>nd</sup> quarter of 2025/2026 (01 October 2025 to 31 December 2025) which is still outstanding for finalization.
2. That the Council notes and approves the schedule of resolutions taken during the Council meetings for the 3<sup>rd</sup> quarter of 2025/26 (01 January 2026 to 31 March 2026).

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

1. Council noted the schedule of resolutions taken during Council meetings for the 4<sup>th</sup> quarter of 2024/25 (01 April 2025 to 30 June 2025), 1<sup>st</sup> quarter of 2025/26 (01 July 2025 to 30 September 2025) and 2<sup>nd</sup> quarter of 2025/2026 (01 October 2025 to 31 December 2025) which is still outstanding for finalization.
2. Council notes and approves the schedule of resolutions taken during the Council meetings for the 3<sup>rd</sup> quarter of 2025/26 (01 January 2026 to 31 March 2026).
3. The Acting Municipal Manager, Mr GW Hermanus, must submit a full report at the next Council Meeting indicating why the Council resolutions are still outstanding and not implemented.

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

**ITEM TITLE****C108/2026 DIRECTORATE TECHNICAL- AND INFRASTRUCTURE IMPLEMENTATION SERVICES: REPORTING ON PERFORMANCE OF CONTRACTORS FOR MARCH 2026**

*[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 Technical Departments contractors for March 2026 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

<b>Department</b>	<b>March 2026</b>
Technical Services	Submitted

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

<b>Tender no</b>	<b>Service Provider</b>	<b>Blockages</b>	<b>Reason</b>
		No Blockages	

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

Report is noted and recommendation is supported.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

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

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

Chapter 8 Municipal Finance Management Act. 56 of 2003.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

**It is recommended that Council takes cognisance of the report regarding the performance of service providers for the month of March 2026 for the Directorate Technical- and Infrastructure Implementation Services.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

1. **Council noted the report regarding the performance of service providers for the month of March 2026 for the Directorate Technical- and Infrastructure Implementation Services.**
2. **An updated report on all projects must be submitted to Council.**

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

**ITEM TITLE**

**C109/2026 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN MANAGEMENT: REPORTING ON PERFORMANCE OF CONTRACTORS: 3<sup>rd</sup> QUARTER: JANUARY, FEBRUARY, MARCH 2026**

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

**FILE NUMBER**

8/2/3/5/3

**PURPOSE OF REPORT**

To present a report to Council in terms of the contract and performance management of the Financial Departments contractors for the 3<sup>rd</sup> Quarter period from January to March 2026.

**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 —
  - a. to assist the accounting officer in carrying out the duties set out in paragraphs (a), (b) (ii) and (c) (ii) to oversee the day-to-day management of the contract or agreement; and
4. regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

**DISCUSSION**

Reporting pattern of the Financial Department:

Department:	January 26	February 26	March 26
	Submitted	Submitted	Submitted

Please note that no major blockages occurred on contracts during this quarter.

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

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

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

**LEGAL IMPLICATIONS (ITEM AUTHOR)**

Chapter 8 Municipal Finance Management Act. 56 of 2003.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

Not applicable.

**RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended that Council takes cognisance of the report.**

**RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2026**

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 recommended as follows:

- 1. The Finance Committee resolved that the roles of Contract Owner and Contract Manager be separated, and that the Finance Chairperson, Councillor CT Cloete, ensures that appropriate measures are implemented.**
- 2. That Council takes cognisance of the report.**

**RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2026**

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:

- 1. The EMC resolved that the roles of Contract Owner and Contract Manager be separated, and that the Finance Chairperson, Councillor CT Cloete, ensures that appropriate measures are implemented.**
- 2. That Council takes cognisance of the report.**

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council takes cognisance of the report.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 D Appel it was resolved as follows:

**Council takes cognisance of the report.**

*For finalization by the Acting Director: Finance, Mr A Riddles.*

**ITEM TITLE**

**C110/2026 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN  
MANAGEMENT: DEVIATION REPORT FOR MARCH 2026**

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

**FILE NUMBER**

6/3/3/6

**PURPOSE OF REPORT**

To present a report to Council consisting of the reasons for deviating in terms of subparagraphs 36(1)(a) and (b) of the SCM Policy for the month of March 2026.

**BACKGROUND**

(1) The Accounting Officer may –

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

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

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

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

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

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

### **DISCUSSION**

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

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

As per attachment.

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

Regulation 36 of the Supply Chain Management Policy.

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

Not applicable.

### **RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended that Council takes cognisance of the report.**

### **RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2026**

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

**That Council takes cognisance of the report.**

### **RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2026**

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

**That Council takes cognisance of the report.**

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council takes cognisance of the report.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 takes cognisance of the report.**

*For finalization by the Acting Director: Finance, Mr A Riddles.*

**ITEM TITLE****C111/2026 DIRECTORATE FINANCE: WITHDRAWALS FROM MUNICIPAL BANK ACCOUNTS: JANUARY - MARCH 2026**

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

**FILE NUMBER**

5/15/R

**PURPOSE / AIM OF REPORT**

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

**BACKGROUND**

As per attached report.

**DISCUSSION**

A consolidated list of withdrawals in terms of Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003, during the quarter ending March 2026, is attached hereto.

The following information is supplementary to the list of withdrawals:

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

No withdrawals

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

No withdrawals

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

No withdrawals

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

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

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

No withdrawals

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

No withdrawals

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

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

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

No withdrawals

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

No withdrawals

### **FINANCIAL IMPLICATIONS**

As per attached report.

### **LEGAL REQUIREMENTS**

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

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

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

### **RISK MANAGEMENT IMPLICATIONS**

None.

### **RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended:**

- 1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2026.**
- 2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.**

**RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2026**

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

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2026.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.

**RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2026**

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 recommended as follows:

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2026.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.
3. That the motor vehicle license and RTMC transaction fee payments for a period of two (2) weeks be paid to the Department of Mobility on 15 April 2026 and that the Cash Flow Committee be informed accordingly.

**RECOMMENDATION TO COUNCIL:**

It is recommended:

1. That Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2026.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.

**RESOLVED BY COUNCIL: 30 APRIL 2026**

65

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

1. **Council confirms the list of withdrawals in terms of the Section 11(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended 31 March 2026.**
2. **That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.**

*For finalization by the Acting Director: Finance, Mr A Riddles.*

**ITEM TITLE**

**C112/2026 DIRECTORATE FINANCE: FINANCIAL REPORT - THIRD QUARTER  
(JANUARY 2026 - MARCH 2026)**

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

**FILE NUMBER**

5/16/R

**PURPOSE OF REPORT**

The purpose of this report is to inform the Council on the current financial state as of 31 March 2026.

**BACKGROUND**

Attached is the Financial Report for the month of March 2026, which reflects the implementation of the budget, and the state of the municipality's financial affairs.

The Financial Report consists of the following financial reports:

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

**DISCUSSION**

As per attached report.

**FINANCIAL IMPLICATIONS (ITEM AUTHOR)**

As per attached report.

**LEGAL REQUIREMENTS**

The report for the third quarter (January 2026 – March 2026), prepared in terms of Section 71 of the Municipal Finance Management Act, Act 56 of 2003, is submitted to Council in terms of Section 52 (d) of the Municipal Finance Management Act, Act 56 of 2003 which reflects the implementation of the budget and the financial state of affairs of the municipality.

**RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)**

None.

**RECOMMENDATION BY ITEM AUTHOR:**

**It is recommended that Council notes the Monthly Budget Statement, Performance and supporting documentation as of 31 March 2026.**

**RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2026**

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 March 2026.**

**RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2026**

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

- 1. That Council notes the Monthly Budget Statement, Performance and supporting documentation as of 31 March 2026.**
- 2. The Executive Mayor raised his concern regarding the underperformance of the Directorate: Economic Development and Planning and that the Acting Municipal Manager, Mr GW Hermanus, will follow it up with the relevant department and provide the EMC with a comprehensive report.**

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council notes the Monthly Budget Statement, Performance and supporting documentation as of 31 March 2026.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council noted the Monthly Budget Statement, Performance and supporting documentation as of 31 March 2026.**

*For finalization by the Acting Director: Finance, Mr A Riddles.*

**ITEM TITLE**

**C113/2026 DIRECTORATE FINANCE: DEPARTMENT SUPPLY CHAIN  
MANAGEMENT: 3RD QUARTER STORE REPORT – MARCH 2026**

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

**FILE NUMBER**

6/1/1/1

**PURPOSE OF REPORT**

To present the stock take report on all stores for the period from 01 July 2025 to 30 March 2026 for the 2025/26 financial year.

**BACKGROUND**

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

**39. LOGISTICS MANAGEMENT**

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

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

**S63. ASSET AND LIABILITY MANAGEMENT**

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

**DISCUSSION**

An audit was conducted at all the respective stores in the Theewaterskloof Municipality by the SCM unit in conjunction with the storekeepers. The 3rd quarter stock counts took place on 01 and 02 April 2026, for the various stores in the Theewaterskloof Municipal Area. The process followed when conducting the audit was the external audit process. The findings can be found attached to the Annexures and below is the summary of the audit.

The physical count sheets on all stores can be found attached to Annexure A and the summary of the audit findings for the 3rd quarter for the 2025/26 financial year follows hereto:

Summary of the Stores - 02 April 2026:

<b>Description</b>	<b>Total Surplus "R"</b>	<b>Total Loss "R"</b>
Caledon General Store	-	R 2 262.53
Caledon Electrical Store	-	R 425.26
Caledon Water Store	-	R 2 250.43
Grabouw General Store	-	-
Grabouw Water Store	-	R 1 815.45
Villiersdorp General Store	-	-
Villiersdorp Electrical Store	-	-
Villiersdorp Water Store	-	R 1 773.07
Riviersonderend General Store	-	-

Riviersonderend Water Store	-	-
Genadendal General Store	-	-
Genadendal Water Store	-	-
<b>TOTAL</b>	-	<b>R 8 526,74</b>

The above results indicate that the stores have a loss of (R 8 526.74) for the 3<sup>rd</sup> quarter stock take.

The above results refer to the actual variances in the counts conducted. See Annexure B for detailed breakdown.

Reconciliation between General Ledger and Stores:

Description	General Ledger Total "R"	Store Total "R"	Difference "R"
TOTAL	6 132 919.59	6 132 919.60	-0.01

Proof of counts and variances can be found attached.

#### **FINANCIAL IMPLICATIONS**

As Shown out.

#### **LEGISLATIVE REQUIREMENTS**

Regulation 39 of the Supply Chain Management Policy.

#### **RISK MANAGEMENT IMPLICATIONS**

Not applicable.

#### **RECOMMENDATION BY ITEM AUTHOR:**

It is recommended that the Financial Portfolio Committee takes cognisance of the report.

#### **RECOMMENDATION BY THE FINANCE COMMITTEE TO EMC: 15 APRIL 2026**

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 recommended as follows:

1. The Financial Portfolio Committee noted the report.
2. That the EMC and Council take cognisance of the report

**RECOMMENDATION BY THE EMC TO COUNCIL: 15 APRIL 2026**

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

**That Council takes cognisance of the report.**

**RECOMMENDATION TO COUNCIL:**

**It is recommended that Council takes cognisance of the report.**

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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

**Council takes cognisance of the report.**

*For finalization by the Acting Director: Finance, Mr A Riddles.*

**ITEM TITLE**

**C114/2026 OFFICE OF THE MUNICIPAL MANAGER: CONSIDERATION OF CLOSING TIME OF THE MUNICIPAL OFFICES, TRAFFIC CENTERS AND LIBRARIES ON 30 APRIL 2026**

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

**FILE NUMBER**

4/8/1

**PURPOSE OF REPORT**

That Council considers whether the Municipal offices, Traffic Centers and Libraries of Theewaterskloof Municipality will close at 15:30 (time offices close on a Friday) or 16:00 on Thursday, 30 April 2026.

**BACKGROUND**

Friday, 01 May 2026 is Workers Day and a Public Holiday.

**DISCUSSION**

To allow enough time for the Officials to travel for the long weekend to spend time with their families, it is requested that Council must consider the possibility that the Municipal Offices, Traffic Centers and Libraries close at 15:30 or 16:00 on the 30<sup>th</sup> of April 2026 and that Cashiers close for transactions at 14:30 or 15:00 (1 hour before office closure).

That all essential services will not be interrupted from 15:30 or 16:00 until 16:45 (normal office closure).

**FINANCIAL RESPONSIBILITY**

None

**LEGAL RESPONSIBILITY**

None

**RISK MANAGEMENT IMPLICATION**

None

**RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:**

It is recommended:

1. That Council grants approval that all Municipal offices, Traffic Centers, and Libraries of Theewaterskloof Municipality close at 15:30 or 16:00 on Thursday, 30 April 2026 and that all Cashiers close for transactions at 14:30 or 15:00.
2. That all essential services, as defined in the essential services agreement, may not be interrupted from 15:30 or 16:00 until 16:45 on the 30<sup>th</sup> of April 2026.

**RESOLVED BY COUNCIL: 30 APRIL 2026**

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 grants approval that all Municipal offices, Traffic Centers, and Libraries of Theewaterskloof Municipality close at 15:30 on Thursday, 30 April 2026 and that all Cashiers close for transactions at 14:30 or 15:00.
2. That all essential services, as defined in the essential services agreement, may not be interrupted from 15:30 until 16:45 on the 30<sup>th</sup> of April 2026.

*For finalization by the Office of the Municipal Manager, Mr GW Hermanus.*

M. DRINGENDE AANGELEENTHEDE  
URGENT MATTERS

Geen / None

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

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

P. OORWEGING VAN DRINGENDE MOSIES /  
CONSIDERATION OF NOTICES AND QUESTIONS

Q. IN-KOMITTEEVERGADERING AGENDA-ITEMS VIR BESPREKING  
IN-COMMITTEE MEETING AGENDA-ITEMS FOR DISCUSSION

Minuted and distributed as a separate Minutes of the Meeting.

R. VERDAGING / ADJOURNMENT

Die vergadering verdaag om 15:12.  
The meeting adjourned at 15:12.

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



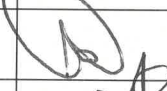






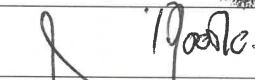
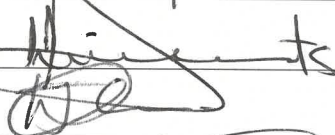
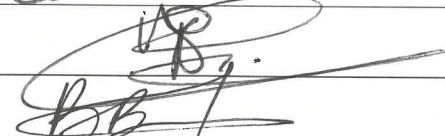
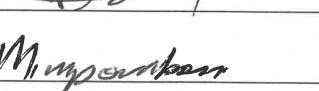
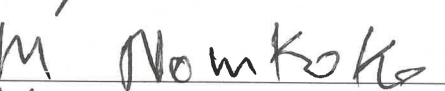
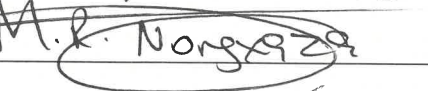



MINUTES CONFIRMED ON THE ..... DAY OF  
..... AS PRIMA FACIE EVIDENCE OF  
IT'S CORRECTNESS.




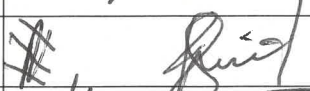





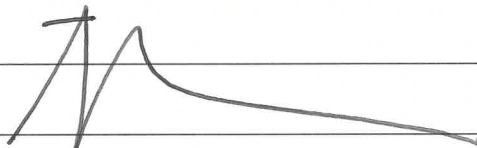

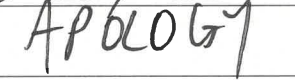



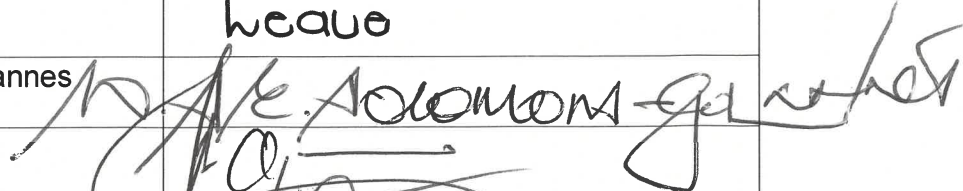
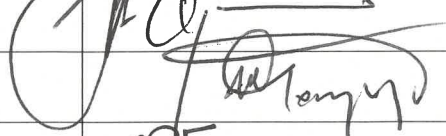

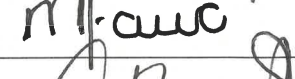

.....  
SPEAKER

.....  
DATUM/DATE


OPGESTEL EN BYGEHOU DEUR:  
COMPILED AND RECORDED BY:

  
.....  
S BARON  
SEKRETARIAATDIENSTE  
SECRETARIAT SERVICES

NAAM EN VAN / NAME AND SURNAME	HANDTEKENING / SIGNATURE
<b><u>Raadslede / Councillors :</u></b>	
Raadsheer/Alderman LM de Bruyn	
Raadsheer/Alderman CC Clayton	
Raadsheer/Alderman 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	
Raadsheer/Alderman BB Mkhwibiso	
Raadslid/Councillor M Mpambani	
Raadslid/Councillor MA Nomkoko	
Raadsheer/Alderman MR Nongxaza	

Raadslid/Councillor FO Ntantiso	
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	 Apology
Raadslid/Councillor YM van Tonder	
Raadslid/Councillor TB Zimmermann	
<b><u>Amptenare/Officials:</u></b>	
Mnr/Mr W Hendricks	
Mnr/Mr GW Hermanus	
Mnr/Mr P Mabhena	
Mnr./Mr A Riddles	
Mnr / Mr H Matthee	 APOLGY
Me./Ms N Baliso	 leave
Mnr./Mr WSE Solomons-Johannes	
Mnr./Mr A Opperman	
Mnr/Mr H Gxoyiya	
Me./Ms M Faul	 M.Faul
Me./Ms S Baron	

MNR KE MONTSHIYA

Me./Ms F Ngxowa	
MR ZIC BENJAMIN	
L. Kularau	