



ORDINARY MEETING OF THE COUNCIL

GEWONE VERGADERING VAN DIE RAAD

INTLANGANISO YESIQHELO YEBHUNGA

MINUTES / NOTULE /

IMIZUZU

DATE / DATUM / UMHLA : 24 APRIL / APRELI 2023

**VENUE / PLEK / INDAWO : BANQUETING HALL /
BANKETSAAL**

**CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU
HERMANUS**

TIME / TYD / IXESHA: 11:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF AN ORDINARY COUNCIL MEETING HELD IN THE BANQUETING HALL, CIVIC CENTRE, HERMANUS, ON 24 APRILI 2023 AT 11:00

PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Mr D O'Neill, Municipal Manager
Ms D Arrison, Director : Management Services
Ms S Reyneke-Naudé, Director : Finance
Mr N Michaels, Director : Protection Services
Mr J Solomons, Senior Manager : Operational Services
Mr A Wyngaard, Senior Manager : Hermanus Administration
Ms F Lloyd, Manager : Tourism
Ms A Le Roux, Manager : Property Administration
Mr R Kuchar, Senior Manager : Town & Spatial Planning
Ms H van Tonder, Manager : Council Support Services
Ms N Zweni, Manager : Communications
Ms S Swart, Administrative Officer : Council Support Services
Mr A Gcotyelwa, Acting Senior Manager : Corporate Services
Mr T Louw, Technical Support : Auditorium
Ms A Mbonani, Councillor Administrator

ALSO PRESENT: Members of the Public

MINUTES/....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

COUNCIL MEETING
24 APRIL 2023

ALDERMAN/COUNCILLORS	SIGNATURE
AFRICA, F	
BANDEZA, V	
BRICE, KD	
COETZEE, DP	
COHEN, G	
DE CONING, CA	
DEES, RM	
ELS, T	
FOURIE, SH	
GILLION, E	
GRIMBEEK, MD	
GWELE, T	
KOMANI, AS	
LERM, CH	Apology
LOMBARD, H	Apology
NGQANDANA, K	
NOMATITI, M	
NQINATA, NNT	
NTSABO, L	
NUTT, R	
RABIE, AL	
RESANDT, CT	Apology
SIHLAHLA, M	Apology
TAFU-NWONKWO, CC	
VAN STADEN, JA	
WILLIAMS, SH	

1. OPENING

The Speaker, Cllr G Cohen, opened the meeting and welcomed all councillors back from recess. The Municipal Manager, Mr D O'Neill, read the convening notice and Cllr K Ngqandana opened with prayer.

2. APPLICATIONS FOR LEAVE OF ABSENCE

**Cllr C Resandt
Cllr C Lerm
Cllr M Silahla**

RESOLVED:

that the above-mentioned applications for leave of absence **be approved.**

THE MEETING STOOD DOWN AT 11:01 IN ORDER FOR THE MAYORAL COMMITTEE MEETING TO RESUME

THE MEETING RESUMED AT 11:32

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 29 March 2023** at **10:00**

RESOLVED:

that the Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 29 March 2023** at **10:00** **be confirmed.**

- 3.2 Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Tuesday, 11 April 2023** at **08:10**

RESOLVED:

that the Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Tuesday, 11 April 2023** at **08:10** **be confirmed.**

4. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE SPEAKER / EXECUTIVE MAYOR

The Speaker, Cllr G Cohen, informed the meeting of the by-election taking place in ward 5 on 26 April 2023.

The Speaker, Cllr G Cohen, extended the agenda to include item 5.21 as well as item 7.1 on page 38 under 'Urgent Matters Submitted by the Municipal Manager'.

5. CONSIDERATION OF RECOMMENDATIONS MADE BY THE EXECUTIVE MAYOR TO COUNCIL, IN TERMS OF SECTION 160(2) OF THE CONSTITUTION, 1996, AND SECTION 59(1)(a) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT 2000 (ACT 32 OF 2000)

5.1

OVERSTRAND MUNICIPALITY: COST OF SUPPLY STUDY

(ITEM 1 PAGE 1 : INVESTMENT & INFRASTRUCTURE PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that the support received from the Provincial Department of Economic Development and Tourism through the Municipal Energy Resilience Project (MER) **be noted**;
2. that the item be added to the agendas of the next ward committee meetings;
3. that a workshop to be attended by all councillors on this document and especially the long-term consequences thereof, be held;
4. that a series of public meetings be held across the Overstrand to explain the purpose of this report; and
5. that the Overstrand Cost of Supply and Tariff study be submitted to NERSA as a provisional report and that it is clearly indicated that it should allow the municipality time to reconsider the report following the outcome of the public participation process.

RESPONSIBLE OFFICIAL :

**S MULLER
S REYNEKE-NAUDÉ**

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2023

5.2**OVERSTRAND MUNICIPALITY: HEMEL & AARDE VALLEY RURAL DEVELOPMENT AREA (RDA)****(ITEM 2 PAGE 127 : INVESTMENT & INFRASTRUCTURE PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the Hemel & Aarde Valley: Rural Development Area (RDA) Development Guidelines **be approved** as a guiding document to the Overstrand Spatial Development Framework, 2020 and the Overstrand Integrated Development Plan with the condition that all development along the Onrustrivier be subject to a delineation of the floodplain by a professional registered person.

RESPONSIBLE OFFICIAL:**H VAN DER STOEP****TARGET DATE FOR IMPLEMENTATION:****25 APRIL 2023**

5.3

A PORTION OF PORTION 18 OF FARM NO 644 STANFORD: DEVIATION FROM PARAGRAPH 18 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A DIRECT LEASE AGREEMENT WITH FOOD FOR THOUGHT COMMUNITY PROJECTS NPC

THIS ITEM WAS WITDRAWN AT THE MAYORAL COMMITTEE MEETING

5.4

IN PRINCIPLE APPROVAL FOR THE ALIENATION OF ERF 1851 GANSBAAI (SITUATED AT 18 INDUSTRY CIRCLE, GANSBAAI INDUSTRIAL AREA), 4,000M² IN EXTENT, BY MEANS OF A COMPETITIVE PROCESS

(ITEM 10 PAGE 332 : INVESTMENT & INFRASTRUCTURE PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)

Councillors V Bandeza and K Ngqandana from the Land Party requested that their opposition against the recommendation be minuted

RESOLVED (SUPPORTED BY 21 COUNCILLORS):

1. that the alienation of Erf 1851 Gansbaai (4,000m² in extent) for industrial purposes by means of a competitive process at a market related price **be approved in principle;**
2. that all the costs pertaining to the transaction, for example the transfer costs, water, sewer and electricity connections and the section 14 advertisement, but excluding the valuation costs, be paid by the successful bidder/purchaser; and
3. that it is hereby confirmed by Council that the municipal property herewith envisaged to be alienated is not required for the provision of basic municipal services in terms of paragraph 5 of the Administration of Immovable Property Policy approved by Council on 25 November 2015 and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

RESPONSIBLE OFFICIAL :	M ERASMUS
TARGET DATE FOR IMPLEMENTATION :	31 MAY 2023
TARGET DATE TO INFORM APPLICANT :	N/A
TARGET DATE TO INFORM OBJECTOR :	N/A

5.5

ENVIRONMENTAL PROGRESS REPORT

**(ITEM 14 PAGE 552 : INVESTMENT & INFRASTRUCTURE
PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the report **be noted**.

RESPONSIBLE OFFICIAL :

S MULLER

TARGET DATE FOR IMPLEMENTATION :

N/A

5.6**BENEFICIARIES: 107 SERVICED SITES, HAWSTON: ADDITIONAL LIST (REPLACEMENTS)****(ITEM 5 PAGE 23 : COMMUNITY SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the progress report with regard to the beneficiary subsidy status in the FLISP: 107 serviced sites, Hawston be **noted**;
2. that the additional list (replacements) of 19 (nineteen) potential beneficiaries (replacements) be **noted**;
3. that, given the support by the Minister of Human Settlements: Western Cape and the letter of support by the DOHS, potential beneficiaries exceeding the threshold for FLISP to the amount of R22,000 monthly gross household income be approved to participate in the project under FLISP, subject to the qualifying criteria for FLISP (excluding income threshold) and Western Cape Provincial Circular 10/2015;
4. that approval be granted to potential beneficiaries exceeding the threshold for FLISP to the amount of R22,000 monthly gross household income, to purchase serviced sites from the Municipality subject to:
 - (a) the site being sold at subsidise price in accordance with the municipal determination, and
 - (b) the candidate being informed that he/she will therefore not be receiving any FLISP subsidy assistance from the Department.
 - (c) recommendation(s) 4(a) and (b) should be applicable to previous reports: Affordable Housing: 107 serviced sites, Hawston, 28 August 2019 and Beneficiaries: 107 serviced sites, Hawston: additional list, 28 July 2021;
5. that the applicants on the Western Cape Housing Demand Database for Hawston, who physically reside in Hawston be given preference to participate in the FLISP project before opportunity is given to applicants on the Western Cape Housing Demand Database for the broader Overstrand Municipal area;
6. that the following procedure for potential beneficiaries to finalise subsidy applications, be approved:
 - (a) that potential beneficiaries be given 30 days' written notice to complete their subsidy application documentation; and
 - (b) that potential beneficiaries that do not respond to the first notice (30 days) be given a final written notice of 7 days;

7. that, in the event of any applicants not responding within the mentioned period of 7 days, the available housing opportunities be given to identified additional beneficiaries (replacements); and
8. that a separate report serves before Council regarding finalised erf prices.

RESPONSIBLE OFFICIAL:

TA GCOTYELWA

TARGET DATE FOR IMPLEMENTATION:

IN PROGRESS

5.7

BENEFICIARIES: AFFORDABLE HOUSING SERVICED SITES: MOUNT PLEASANT AND HERMANUS: WESTDENE

(ITEM 6 PAGE 42 : COMMUNITY SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that the once-off ratio allocation to beneficiaries per neighbourhood in the Mount Pleasant and Hermanus: Westdene be **approved**, namely;
 - Mount Pleasant : 10 erven
 - Hermanus: Westdene : 2 erven
2. that the list of 215 potential beneficiaries and additional lists of 102 potential beneficiary replacements for respective neighbourhoods be **noted**;
3. that given the support by the Minister of Human Settlements: Western Cape and the letter of support by the DOHS, potential beneficiaries exceeding the threshold for FLISP to the amount of R22,000 monthly gross household income be approved to participate in the project under FLISP, subject to the qualifying criteria for FLISP (excluding income threshold) and Western Cape Provincial Circular 10/2015;
4. that approval be granted to potential beneficiaries exceeding the threshold for FLISP to the amount of R22,000 monthly gross household income, to purchase serviced sites from the Municipality subject to:
 - (a) the site being sold at subsidise price in accordance with the municipal determination; and
 - (b) the candidate being informed that he/she will therefore not be receiving any FLISP subsidy assistance from the Department;
5. that the applicants on the Western Cape Housing Demand Database for Mount Pleasant and Hermanus, who physically reside in Mount Pleasant and Westdene be given preference to participate in the FLISP project before opportunity is given to applicants on the Western Cape Housing Demand Database for the broader Overstrand Municipal area;
6. that the schedule of erf prices to be finalised with the Directorate Infrastructure and Planning;
7. that the following procedure for potential beneficiaries to finalise subsidy applications, be approved:

- (a) that potential beneficiaries be given 30 days written notice to complete their subsidy application; and
 - (b) that potential beneficiaries that do not respond to the first notice (30 days) be given a final written notice of 7 days;
8. that, in the event of any applicants not responding within the mentioned period of 7 days, the available housing opportunities be given to identified additional beneficiaries (replacements); and
9. that the erf prices be finalised and submitted to Council in a separate report.

RESPONSIBLE OFFICIAL :

**TA GCOTYELWA
A LE ROUX
D HENDRIKS**

TARGET DATE FOR IMPLEMENTATION :

IN PROGRESS

TARGET DATE TO INFORM APPLICANTS:

31 MAY 2023

TARGET DATE TO FINALISE ERF PRICES:

1 JULY 2023

5.8

**SHORT TERM LEASE AGREEMENTS IN THE OVERSTRAND REGION:
DEVIATION FROM PARAGRAPH 20.1(b) OF THE ADMINISTRATION OF
IMMOVABLE PROPERTY POLICY OF 2022 ALLOWING THE MUNICIPALITY TO
ENTER INTO FURTHER LEASE AGREEMENTS WITH LESSEES AT THE ONRUS
CARAVAN PARK: RENEWAL OF LEASE AGREEMENTS SUBJECT TO
CONDITIONS**

**(ITEM 7 PAGE 72 : COMMUNITY SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the item **be withdrawn.**

RESPONSIBLE OFFICIAL :

AJE WYNGAARD

TARGET DATE FOR IMPLEMENTATION :

01 JULY 2023

5.9

DRAFT ACTING AND ACTING ALLOWANCE POLICY

**(ITEM 1 PAGE 1 : MANAGEMENT SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the draft Acting and Acting Allowance Policy **be approved.**

RESPONSIBLE OFFICIAL:

L BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION:

12 MAY 2023

5.10

DRAFT: HUMAN RESOURCES (HR) STRATEGY: FILLING OF POSTS

**(ITEM 2 PAGE 9 : MANAGEMENT SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the Draft: Human Resources (HR) Strategy: Filling of Post **be approved.**

RESPONSIBLE OFFICIAL:

L BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION:

12 MAY 2023

5.11

DRAFT EXIT MANAGEMENT POLICY

**(ITEM 3 PAGE 20 : MANAGEMENT SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the Draft Exit Management Policy **be approved.**

RESPONSIBLE OFFICIAL:

L BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION:

12 MAY 2023

5.12

DRAFT CHANGE MANAGEMENT STRATEGY

**(ITEM 4 PAGE 36 : MANAGEMENT SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the Draft Change Management Strategy **be approved.**

RESPONSIBLE OFFICIAL:

L BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION:

12 MAY 2023

5.13

REVISED SCARCE SKILLS AND RETENTION POLICY

**(ITEM 5 PAGE 53 : MANAGEMENT SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the Revised Scarce Skills and Retention Policy **be approved.**

RESPONSIBLE OFFICIAL:

L BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION:

12 MAY 2023

5.14

REVISED DECLARATION OF INTEREST AND PRIVATE WORK POLICY

**(ITEM 6 PAGE 68 : MANAGEMENT SERVICES PORTFOLIO -
MAYORAL COMMITTEE MEETING : 24 APRIL 2023)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the Revised Declaration of Interest and Private Work Policy **be approved.**

RESPONSIBLE OFFICIAL:

L BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION:

12 MAY 2023

5.15**DRAFT: HUMAN RESOURCES (HR) STRATEGY AND HUMAN RESOURCES (HR) IMPLEMENTATION PLAN****(ITEM 7 PAGE 84 : MANAGEMENT SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**that the Draft HR Strategy and HR Implementation Plan **be approved**.**RESPONSIBLE OFFICIAL:****L BUCCHIANERI****TARGET DATE FOR IMPLEMENTATION:****12 MAY 2023**

5.16**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2022/2023:****3rd QUARTER: 01 JANUARY 2023 TO 31 MARCH 2023****(ITEM 1 PAGE 1 : FINANCE & TOURISM PORTFOLIO - MAYORAL
COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the activities undertaken, and outcomes achieved in the implementation of the Overstrand Municipality's Supply Chain Management Policy for the 3rd Quarter of 2022/2023 **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

5.17**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR MARCH 2023****(ITEM 2 PAGE 30 : FINANCE & TOURISM PORTFOLIO - MAYORAL
COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for March 2023, **be noted**;
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for March 2023, **be noted**; and
3. that the awards made through the Bid Committee system, and formal written price quotations in excess of R30 000 and all price quotations below R30 000 for March 2023, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

5.18**QUARTERLY BANK ACCOUNT WITHDRAWALS IN TERMS OF SECTION 11(4)
OF THE MFMA FOR THE QUARTER ENDED MARCH 2023****(ITEM 4 PAGE 55 : FINANCE & TOURISM PORTFOLIO - MAYORAL
COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the consolidated quarterly report in respect of Bank Account Withdrawals in terms of Section 11(4) of the MFMA for the quarter ended March 2023, **be noted**.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

5.19**BUDGET REPORT AND SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR THE QUARTER ENDED MARCH 2023****(ITEM 5 PAGE 58 : FINANCE & TOURISM PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the budget report and service delivery and budget implementation plan for the quarter ended March 2023, prepared as part of the reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003 and additional information, **be noted**; and
2. that the content of the report, for the third quarter of the 2022/2023 financial year, on the top level Service Delivery and Budget Implementation Plan **be noted**.

RESPONSIBLE OFFICIALS :**BA KING
RG LOUW****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

5.20

REPORT ON THE PROPOSED 4TH ADJUSTMENTS BUDGET & REVISED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2022/2023

(ITEM 6 PAGE 139 : FINANCE & TOURISM PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that, in terms of section 28(2)(g) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the 4th Adjustments Budget for 2022/2023 **be approved** as set out in the following schedules:

Schedule 1: Budgeted financial performance (revenue & expenditure by municipal vote)

Schedule 2: Budgeted financial performance (revenue by source & expenditure by type)

Schedule 3: Budgeted multi-year capital appropriations by standard classification (vote) and associated funding by source

Schedule 4: Budgeted financial position

Schedule 5: Budgeted cash flow

Schedule 6: Cash backed reserves and acc. surplus reconciliation

Schedule 7: Asset management

Schedule 8: Basic service delivery measurement;

2. that the following schedules be noted:

Schedule 9: Budgeted financial performance (revenue & expenditure by standard classification)

Schedule 10: Budgeted capital appropriations by municipal vote

3. that the changes (adjusted financial figures) to the Service Delivery and Budget Implementation Plan (SDBIP) for 2022/23 **be approved**;
4. that the revised SDBIP for 2022/23 **be made public**; and
5. that a workshop be held for councillors explaining the Service Delivery and Budget Implementation Plan (SDBIP).

RESPONSIBLE OFFICIAL :

**BA KING
RG LOUW**

TARGET DATE FOR IMPLEMENTATION :

1 MAY 2023

THE MEETING STOOD DOWN AT 12:11 IN ORDER FOR COUNCILLORS TO READ THE FOLLOWING ITEM WHICH WAS DISTRIBUTED AT THE MEETING

THE MEETING RESUMED AT 12:20

5.21

REQUEST FOR EXEMPTION FROM PARAGRAPH 29(4)(b) OF THE SCM POLICY

(ITEM 7 PAGE 237 : FINANCE & TOURISM PORTFOLIO - MAYORAL COMMITTEE MEETING : 24 APRIL 2023)

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that Council **approves** an exemption from paragraph 29(4)(b) of the SCM policy until such time that this matter is clarified with National Treasury and the Department of Cooperative Governance and Traditional Affairs, and a solution is implemented.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

24 APRIL 2023

6. CONSIDERATION OF REPORTS**6.1****NON-COMPLIANCE WITH SUPPLY CHAIN MANAGEMENT POLICY WITH REGARDS TO INVESTIGATION INTO THE INSTANCE OF IRREGULAR EXPENDITURE: TRANSLATION SERVICE**

D Arrison
16 February 2023

Director: Management Services

(028) 313 8001

EXECUTIVE SUMMARY

The purpose of this report is to provide the necessary information and to request Council to write off the irregular expenditure in terms of the following incurrance of the irregular expenditure:

The expenditure incurred in contravention of Clause 15 of Council's Supply Chain Management (SCM) Policy to the Accounting Officer, in terms of Section 3(1)(b) of the Local Government: Municipal Finance Management Act (56/2003): Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings and/or Section 32 of the Local Government: Municipal Finance Management Act (56/2003).

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that, in view of the municipality having received value for money, the irregular expenditure in the amount of R1 208.00 for the provisioning of services, be certified as irrecoverable and written off in terms of section 32(2)(b) of the Local Government: Municipal Finance Management Act, Act 56 of 2003.

RESPONSIBLE OFFICIAL :

C LE ROUX
B KING

6.2**INVESTIGATION INTO THE INSTANCE OF IRREGULAR EXPENDITURE:
SCIE 2022.23.10: NON-COMPLIANCE WITH SUPPLY CHAIN MANAGEMENT
POLICY WITH REGARDS TO: BABOON MANAGEMENT PROGRAMME****S Müller****Director : Infrastructure & Planning****22 December 2022****(028) 313 8019**

EXECUTIVE SUMMARY

The purpose of this report is to provide the necessary information and to request Council to write off the expenditure in terms of section 32(2)(b). This report contains the detailed background and reasons for the incurrence of the expenditure, when services were rendered in relation to baboon management from July 2022 up to November 2022.

THE MEETING STOOD DOWN AT 12:46**THE MEETING RESUMED AT 12:53****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the item **be withdrawn** and a workshop be held in this regard, whereafter the item **be resubmitted** to Council.

RESPONSIBLE OFFICIAL:**C LE ROUX
B KING**

6.3**INSTANCE OF POSSIBLE FRUITLESS AND WASTEFUL EXPENDITURE:
UNPAID ABSENCE NOT RECOVERABLE FROM A FORMER EMPLOYEE UPON
TERMINATION OF SERVICE (EMPLOYEE NO 3252)****J Solomons
15 March 2023****Acting Director : Community Services****(028) 313 8156**

EXECUTIVE SUMMARY

The purpose of this report is to report to Council an instance of fruitless and wasteful expenditure incurred in respect of an outstanding amount not recoverable from a former employee (3252) upon the termination of his services with the Overstrand Municipality.

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that fruitless and wasteful expenditure to the amount of R6,573.59 be certified as irrecoverable and be written off in terms of section 32(2)(b) of the Local Government: Municipal Finance Management Act, Act 56 of 2003.

RESPONSIBLE OFFICIAL :**C LE ROUX
B KING**

THE SPEAKER CHANGED THE ORDER OF BUSINESS SO THAT THIS ITEM CAN BE CONSIDERED AS THE LAST ITEM ON THE AGENDA

THE MUNICIPAL MANAGER, MR D O'NEILL, RECUSED HIMSELF AT 13:10 AND WAS NOT PRESENT DURING THE CONSIDERATION OF THIS ITEM

6.4

PERFORMANCE BONUS TO MUNICIPAL MANAGER, MR D O'NEILL, FOR THE PERIOD 1 JULY 2021 UNTIL 30 JUNE 2022

**D Arrison
17 April 2023**

Director: Management Services

(028) 313 8004

EXECUTIVE SUMMARY

The purpose of this report is for Council to approve the payment of a performance bonus to the Municipal Manager for the 2021/2022 financial year.

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that, in terms of regulation 8(3) of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to the Municipal Manager, 2006 (GN R805 dated 1 August 2006), as amended, the payment of a bonus equivalent to 10% of the Municipal Manager's all-inclusive remuneration package for the period 1 July 2021 until 30 June 2022 **be approved**.

RESPONSIBLE OFFICIAL :

D ARRISON

TARGET DATE FOR IMPLEMENTATION :

IMMEDIATELY

7. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER (IF ANY)**7.1 OVERSTRAND MUNICIPALITY: REVISION OF THE CEMETERY POLICY****EXECUTIVE SUMMARY**

The purpose of this report is for Council's approval for the amendment of the Cemetery Policy as approved by Council on 27 July 2022.

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the revised Overstrand Municipal Cemetery Policy **be approved**.

RESPONSIBLE OFFICIALS :

**DEPUTY DIRECTOR:
OPERATIONAL SERVICES
AREA MANAGERS:
KLEINMOND, GANSBAAI,
HERMANUS
SENIOR OPERATIONAL
MANAGERS: KLEINMOND,
GANSBAAI, HERMANUS**

TARGET DATE FOR IMPLEMENTATION : 01 MAY 2023

8. CONSIDERATION OF NOTICES OF MOTIONS / QUESTIONS

None

9. CONSIDERATION OF MOTIONS OF EXIGENCY (IF ANY)

None

The meeting adjourned at 13:11

DATE

THE SPEAKER – G COHEN