



**ORDINARY MEETING OF THE COUNCIL**

**GEWONE VERGADERING VAN DIE RAAD**

**INTLANGANISO YESIQHELO YEBHUNGA**

**MINUTES / NOTULE /**

**IMIZUZU**

**DATE / DATUM / UMHLA : 27 AUGUST / AUGUSTUS /**  
**AGASTI 2025**

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

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

**TIME / TYD / IXESHA: 10:00**

# OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

**MINUTES OF AN ORDINARY COUNCIL MEETING  
HELD IN THE BANQUETING HALL, CIVIC CENTRE,  
HERMANUS, ON 27 AUGUST 2025 AT 10:00**

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**PRESENT:** Councillors were present as per attached attendance register.




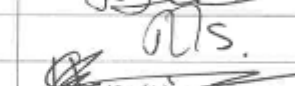
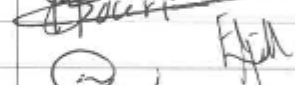


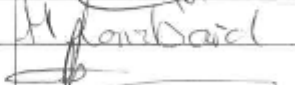
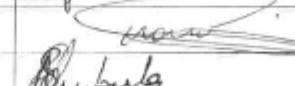

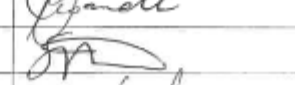







**OFFICIALS PRESENT:** Dr D O'Neill, Municipal Manager  
Mr D Louw, Acting CFO  
Ms D Arrison, Director : Corporate Services  
Mr N Michaels, Director : Municipal Public Safety  
Mr S Müller, Chief Engineer : Infrastructure Services  
Mr R Kuchar, Divisional Manager : Town & Spatial Planning  
Mr A Gcotyelwa, Manager : Integrated Human Settlements and Development  
Ms R Louw, Divisional Manager : Strategic Support Services  
Mr B King, Financial Accounting  
Ms V Allen, Manager: Accounting Services  
Ms A Le Roux, Divisional Manager : Property Management  
Ms B Plaatjies, Divisional Manager : Facilities, Halls and Building Maintenance  
Mr C Mitchell, Senior Engineer: Waste Management  
Ms H van Tonder, Manager : Administrative Support Services  
Ms R Steenekamp, Assistant Media & Social Media Liaison Officer  
Mr A Lekay, Senior Clerk  
Ms G Erasmus, Facilities Administrator  
Mr J Vogel, Technical Support : Auditorium

**ALSO PRESENT:** Members of the Public

**MINUTES/....**

OVERSTRAND MUNICIPALITY  
ATTENDANCE REGISTER

COUNCIL MEETING  
27 AUGUST 2025

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

**1. OPENING**

The Speaker, Ald G Cohen, opened the meeting and welcomed those present. The Municipal Manager, Dr D O'Neill, read the convening notice and Cllr S Williams opened with prayer.

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

**Cllr T Nqinata**  
**Cllr C Tafu-Nwonkwo**

**RESOLVED:**

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

**3. CONFIRMATION OF MINUTES**

- 3.1 Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Friday, 27 June 2025 at 10:00**

**RESOLVED**

That the Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Friday, 27 June 2025 at 10:00 be confirmed**.

- 3.2 Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 30 July 2025 at 10:00**

**RESOLVED**

That the Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 30 July 2025 at 10:00 be confirmed**.

- 3.3 Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Thursday, 31 July 2025 at 14:00**

**RESOLVED**

That the Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Thursday, 31 July 2025 at 14:00 be confirmed**.

**4. MATTERS ARISING FROM THE MINUTES**

None

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

- Salga Matters:

None

- **RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

- that it **be re-affirmed** that Cllr T Els represents the Overstrand Municipality on the Salga Womens' Commission, and
- that it **be confirmed** that the Salga Womens' Commission is a Section 79 Committee.

In August 2025, Overstrand Municipality was awarded first place in the 2024 Western Cape Municipal Waste Management Recognition Programme by the Department of Environmental Affairs & Development Planning (DEA&DP). This award acknowledges Overstrand Municipality as the top-performing municipality in the province in terms of waste management systems, community recycling initiatives, and environmental compliance.

Overstrand has provided a formal recycling service for over 20 years, making it one of the first municipalities in the country to do so. While the municipality continues to face challenges such as illegal dumping and low recycling uptake in some areas, it remains committed to community education, especially among youth, to foster long-term behavioural change.

This achievement reflects the collective efforts of municipal staff and engaged residents who support sustainable waste practices.

The Senior Engineer for Waste Management, Mr Craig Mitchell, presented the trophy to the Executive Mayor.

Overstrand Municipality received the Municipal Finance Management Act (MFMA) Clean Audit Trophy, reaffirming its commitment to good governance and financial accountability. Executive Mayor, Cllr A Klaas, expressed his gratitude to the finance department, management team, administrative staff, and Councillors for their dedication to clean administration, good governance, and sound financial management.

The trophy recognises the Municipality's achievement of three consecutive clean audits over the past three financial years. The most recent audit marked

Overstrand's 12th consecutive clean audit, also known as an unqualified audit opinion with no findings.

Consecutive clean audits do not happen by chance. They are the result of hard work, discipline, and a clear commitment to public service and the responsible management of public funds.

The audit process assesses the municipality's financial management, procurement and tender procedures, performance evaluation systems, and legal compliance. Such a result indicates that the financial statements are accurate, free from material misstatements, and that the municipality has fully complied with legislation and reported appropriately on its performance objectives.

Overstrand Municipality remains committed to continuous improvement, strong financial stewardship, and delivering quality services to its residents.

The Executive Mayor, Cllr A Klaas, addressed the meeting on several matters:

- 100 Days in Office
- Tribute to former Mayors
- Repair/Maintenance/Capital projects
- Handing over of Title Deeds
- ICT
- Helpdesk System
- Collab Citizen Application
- Public Safety
- Crime prevention
- IDP
- CCTV project
- Canine
- Hemel-en-Aarde Road upgrade
- Working for Coast opportunities
- Cleaning Contractors
- Infrastructure
- Electrification of low-cost housing
- Pumping stations
- Tourism
- Centre of Excellence

**ALD L NTSABO LEFT THE MEETING AT 10:52 WITH PERMISSION FROM THE SPEAKER**

**6. CONSIDERATION OF REPORTS****6.1**

**TRANSFER OF UNREGISTERED ERF 8729 (A PORTION OF REMAINDER ERF 5504) KLEINMOND (PORTION OF PUBLIC OPEN SPACE), ADJACENT TO ERF 4711 KLEINMOND, SITUATED IN LOWER BEACH ROAD, KLEINMOND, TO EILEEN THORN FAMILY TRUST**

**(ITEM 6 PAGE 274 : PLANNING & DEVELOPMENT PORTFOLIO - MAYORAL COMMITTEE MEETING : 26 AUGUST 2025)**

**RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

1. that the transfer of unregistered Erf 8729 (a portion of Remainder Erf 5504) Kleinmond, situated next to 30 Lower Beach Road, Kleinmond (69m<sup>2</sup> in extent), to the owner of the adjoining Erf 4711 Kleinmond, Eileen Thorn Family Trust, at an amount of R138,000.00 (ONE HUNDRED AND THIRTY-EIGHT THOUSAND RAND) (VAT excluded) for parking purposes, **be approved**;
2. that Council take cognisance of the fact that the direct alienation and subsequent transfer is only approved as unregistered Erf 8729 (a portion of Remainder Erf 5504) Kleinmond is classified as a non-viable property;
3. that it be noted that a condition of the alienation will be that the unregistered Erf 8729 (a portion of Remainder Erf 5504) Kleinmond must be consolidated with the adjoining property of Eileen Thorn Family Trust, being Erf 4711 Kleinmond;
4. that a condition be registered against the title deed of the to be consolidated property that no structures of any kind (excluding a boundary wall or fence) may be erected on the portion of property envisaged to be transferred;
5. that all costs pertaining to the transaction, e.g. application costs, valuation costs, closure of public open space, rezoning, subdivision and consolidation, transfer and related costs, advertisements, etc. be paid by Eileen Thorn Family Trust; and
6. that it be noted that the municipal property herewith envisaged to be transferred is not required for the provision of basic municipal services in terms of the provisions of paragraph 5 of Council's Administration of Immovable Property Policy and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

**RESPONSIBLE OFFICIAL:**

**VANESSA OCTOBER**

**TARGET DATE FOR IMPLEMENTATION :**

**12 SEPTEMBER 2025**

**TARGET DATE TO INFORM APPLICANT:**

**26 SEPTEMBER 2025**

**6.2**

**IN PRINCIPLE APPROVAL FOR THE DIRECT ALIENATION OF A PORTION OF REMAINDER ERF 249 HERMANUS (PORTION OF PUBLIC ROAD), ADJACENT TO ERF 6135 HERMANUS, SITUATED IN CLIFF ROAD, HERMANUS, TO P & D TURPIE**

**(ITEM 7 PAGE 284 : PLANNING & DEVELOPMENT PORTFOLIO - MAYORAL COMMITTEE MEETING : 26 AUGUST 2025)**

**RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

1. that the direct alienation of a portion of Remainder Erf 249 Hermanus ( $\pm 446\text{m}^2$  in extent), situated next to 18 Cliff Road, Hermanus, to the owners of the adjoining Erf 6135 Hermanus, P & D Turpie, at an amount of R2,000.00/m<sup>2</sup> (TWO THOUSAND RAND PER SQUARE METRE) (VAT excluded) for security and gardening purposes, **be approved in principle**;
2. that it be noted that the direct alienation is possible as the portion of Remainder Erf 249 Hermanus can be classified as a non-viable property;
3. that, subject to the approval in 1 above, a public participation process be followed at the cost of the Applicants/purchasers;
4. that it be noted that a condition for the alienation will be that the portion of Remainder Erf 249 Hermanus must be consolidated with the adjoining property of P & T Turpie;
5. that the Applicants/purchasers must at own cost, simultaneous with the transfer of the portion of Remainder Erf 249 Hermanus, register a services pipeline servitude that runs parallel with the property boundary, in favour of the Municipality, for the protection of the existing municipal infrastructure;
6. that the property may only be used for gardening purposes and no structures of any kind (excluding a boundary wall or fence) may be erected on the portion of Remainder Erf 249 Hermanus, which conditions must be registered against the title deed of the consolidated property;
7. that the alienation of the portion of Remainder Erf 249 Hermanus be subject to a suspensive condition that the Applicants/purchasers obtain approval for all the required land use rights, which may include, the closure of a portion of road, subdivision, rezoning and consolidation;

8. that all costs pertaining to the transaction, e.g. application costs, valuation costs, closure of a portion of road, subdivision, rezoning and consolidation, the required public participation, transfer and related costs, etc. be paid by the Applicants/purchasers, P & D Turpie, and
9. that it be noted that the municipal property herewith envisaged to be alienated is not required for the provision of further basic municipal services in terms of the provisions of paragraph 5 of Council's Administration of Immovable Property Policy and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

**RESPONSIBLE OFFICIAL:****VANESSA OCTOBER****TARGET DATE FOR IMPLEMENTATION :****12 SEPTEMBER 2025****TARGET DATE TO INFORM APPLICANTS:****26 SEPTEMBER 2025**

**6.3****OVERSTRAND MUNICIPALITY: HOUSING SELECTION POLICY FOR BENEFICIARIES IN OWNERSHIP-BASED SUBSIDY PROJECTS****(ITEM 2 PAGE 20 : COMMUNITY SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 26 AUGUST 2025)****RESOLVED (SUPPORTED BY 24 COUNCILLORS):**that this item **be withdrawn.****RESPONSIBLE OFFICIAL :****TA GCOTYELWA****TARGET DATE FOR IMPLEMENTATION :****WITH IMMEDIATE EFFECT**

**6.4****MONTHLY REPORT TO COUNCIL ON THE SUPPLY CHAIN MANAGEMENT (SCM) POLICY FOR JULY 2025****(ITEM 1 PAGE 1 : FINANCIAL SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 26 AUGUST 2025)****RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for July 2025, **be noted**;
2. that the awards made in terms of Paragraph 17(1)(c), approved in terms of the delegated authority for July 2025, **be noted**; and
3. that the awards made through the Bid Committee system and formal written price quotations for July 2025, **be noted**

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

**6.5****INCOME FORGONE FOR THE FINANCIAL YEAR ENDED 30 JUNE 2025****(ITEM 2 PAGE 21 : FINANCIAL SERVICES PORTFOLIO - MAYORAL  
COMMITTEE MEETING : 26 AUGUST 2025)****RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

that the income foregone in terms of the Local Government: Municipal Property Rates Act, for the 2024/2025 financial year, **be noted**.

**RESPONSIBLE OFFICIALS :****E M HOONEBERG****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

**6.6****TIME SCHEDULE FOR THE 2026/27 INTEGRATED DEVELOPMENT PLAN (IDP) REVIEW AND OR AMENDMENT AND BUDGET PROCESS****(ITEM 6 PAGE 11 : - MAYORAL COMMITTEE MEETING : 26 AUGUST 2025)****RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

that the schedule of key dates for the 2026/27 compilation of an Integrated Development Plan (IDP) review and or amendment and Budget process **be noted.**

**RESPONSIBLE OFFICIALS :****RG LOUW  
BA KING****TARGET DATE FOR IMPLEMENTATION :****5 SEPTEMBER 2025**



**7.2**

**INVESTIGATION INTO IRREGULAR EXPENDITURE SCIE 2024.25.08: FOR NON-COMPLIANCE WITH SUPPLY CHAIN MANAGEMENT POLICY WITH REGARDS TO THE EXECUTION OF A CONTROLLED BURN AT FERNKLOOF NATURE RESERVE, WITHOUT FOLLOWING THE OFFICIAL PROCUREMENT PROCESS**

**R Kuchar  
12 August 2025**

**Divisional Manager: Town & Spatial Planning**

**(028) 3138900**

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**EXECUTIVE SUMMARY**

To consider and recommend to Council the write-off of irregular expenditure incurred during the execution of a controlled burn in the Voëlklip Section of the Fernkloof Nature Reserve, which was carried out without adhering to the official procurement procedures.

**RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

that the expenditure of R209 898,00 (VAT incl.) 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**

**TARGET DATE FOR IMPLEMENTATION :**

**15 SEPTEMBER 2025**

**7.3****NON-COMPLIANCE WITH PARAGRAPH 19 OF THE OVERSTRAND MUNICIPALITY  
SCM POLICY: TELKOM SA SOC LTD****DS Arrison  
12 August 2025****Director: Corporate Services****(028) 313 8001**

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**EXECUTIVE SUMMARY**

The purpose of this report is to request Council for the writing off of the expenditure in terms of section 32(2)(b). This report contains the following in relation to telecommunication services received from TELKOM SA SOC Ltd.

**RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

that the expenditure of R7 958 014.53 (VAT incl.) 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****TARGET DATE FOR IMPLEMENTATION :****15 SEPTEMBER 2025**

**8. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER (IF ANY)**

None

**9. CONSIDERATION OF NOTICES OF MOTIONS / QUESTIONS**

None

**10. CONSIDERATION OF MOTIONS OF EXIGENCY (IF ANY)**

None

**The meeting adjourned at 11:10**

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**DATE**

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**THE SPEAKER – G COHEN**