



SPECIAL MEETING OF THE COUNCIL

SPEZIALE VERGADERING VAN DIE RAAD

INTLANGANISO EKHETHEKILEYO YEBHUNGA

MINUTES / NOTULE /

IMIZUZU

**DATE / DATUM / UMHLA : 23 JANUARY / JANUARIE /
JANYUWARI 2017**

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

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

TIME / TYD / IXESHA : 11:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

**MINUTES OF A SPECIAL MEETING OF THE COUNCIL
HELD IN THE BANQUETING HALL, CIVIC CENTRE,
HERMANUS, ON 23 JANUARY 2017, AT 11:00**

PRESENT: Councillors were present as per attached attendance register.



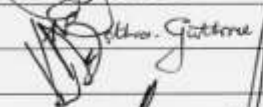





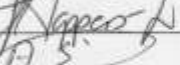
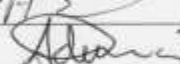
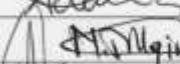
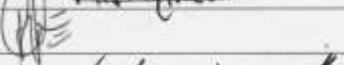
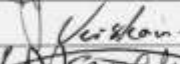
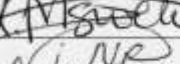

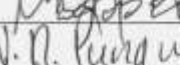
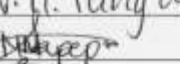








OFFICIALS PRESENT: Mr C Groenewald, Municipal Manager
Ms D Arrison, Director: Management Services
Mr C le Roux, Acting Director: Finance
Ms N Michaels, Director: Protection Services
Mr S Madikane, Director: LED
Mr R Williams, Director: Community Services
Mr S Müller, Director: Infrastructure & Planning
Mr X Kosi, Manager : LED
Mr D Lakey, Senior Manager: Kleinmond
Mr F Myburgh, Senior Manager: Gansbaai
Mr B King, Senior Manager : Financial Services
Mr L Tait, Accountant : Capital Budget
Mr S Block, Administrator : Strategic Services
Ms N Zweni, Manager : Communication
Ms C Resandt, PRO : Office of the Executive Mayor
Mr D van der Heever : Chief Audit Executive
Ms S Carelse, PRO to the Executive Mayor
Ms R Steenekamp, Media & Social Media Co-ordinator
Mr A Gcotyelwa, Interpreter
Ms S Swart, Administrative Officer: Council Support Services
Ms G Erasmus, Clerk : Auditorium

ALSO PRESENT: Members of the Public

MINUTES/....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING
23 JANUARY 2017

ALDERMAN/COUNCILLORS	SIGNATURE
AFRICA, A	
BOTHA, D	
BOTHA-GUTHRIE, N	
BRICE, KD	
COETSEE, A	
COETZEE, DP	
COHEN, G	
DE CONING, CA	
GILLION, E	
KALOLO, SV	
KLAAS, A	
KLOPPERS-LOURENS J	
KOMANI, AS	
KRIGE, F	
NQINATA, NNT	
MACOTHA, VC	
MOLEFE, B	
MSWELI, X	
NTSABO, L	
OPPERMAN, M	
PUNGUPUNGU, V	
SAPEPA, NM	
SMITH, RJ	
TAFU-NWONKWO, CC	
TEBELE, S	

1. OPENING

The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

Cllr B Molefe

RESOLVED

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

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

THE SPEAKER, ALD A COETSEE, AFFORDED THE EXECUTIVE MAYOR, ALD R SMITH, TIME TO ADDRESS COUNCIL.

THE EXECUTIVE MAYOR, ALD R SMITH, DELIVERED HIS ADDRESS, A COPY OF WHICH IS ATTACHED AS ANNEXURE A TO THE MINUTES.

The Speaker, Ald A Coetsee, informed the meeting that Cllr R de Coning requested that all Councillors stay behind after the meeting to be addressed on Post-Election Training.

The Speaker, Ald A Coetsee, reported that the Annual Report will be tabled at this meeting and welcomed the following guests who were present, namely Mr B van Staaden, Chairperson of the Joined Performance Audit Committee, Ms N Silulwane from Western Cape Provincial Treasury's Budget Office, as well as Ms G Schultz, Manager : Auditor-General of South Africa.

Cllr S Tebele brought a point of order with regard to the dress code for council meetings and pointed out that Cllr A Africa was not wearing a jacket.

THE MEETING STOOD DOWN AT 11:20 TO AFFORD CLLR A AFRICA THE OPPORTUNITY TO PUT ON A JACKET

THE MEETING RESUMED AT 11:25

THE SPEAKER, ALD A COETSEE, REQUESTED THAT IT BE MINUTED THAT CLLR M OPPERMAN WAS NOT PRESENT WHEN THE MEETING RESUMED AT 11:25 AND THAT SHE REJOINED THE MEETING JUST AFTER 11:26.

4. 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)

4.1

MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR NOVEMBER 2016

(ITEM 4, PAGE 1 : SPECIAL MAYORAL COMMITTEE MEETING : 23 JANUARY 2017)

RESOLVED (UNANIMOUSLY):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for November 2016, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for November 2016, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.2

**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR DECEMBER 2016**

**(ITEM 5, PAGE 7 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)**

RESOLVED (UNANIMOUSLY):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for December 2016, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for December 2016, **be noted**.

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

4.3

**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2016/2017:
2nd QUARTER: 01 OCTOBER TO 31 DECEMBER 2016**

**(ITEM 6, PAGE 12 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)**

RESOLVED (UNANIMOUSLY):

that **cognisance be taken** of the activities undertaken and outcomes achieved in the implementation of the Overstrand Municipality's Supply Chain Management Policy for the 2nd Quarter of 2016/2017.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.4**MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS (mSCOA):
PROGRESS ON STATUS OF THE mSCOA IMPLEMENTATION PROJECT****(ITEM 7, PAGE 26 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**

that the mSCOA Progress Report for the implementation of the mSCOA Regulations
be noted.

RESPONSIBLE OFFICIALS:**S REYNEKE-NAUDE
C LE ROUX
B KING
E HOONEBERG
H VORSTER****TARGET DATE FOR IMPLEMENTATION :****1 JULY 2017**

4.5**REMUNERATION OF PUBLIC OFFICE BEARERS ACT, 1998 (ACT 20 OF 1998):
DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND
BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS****(ITEM 8, PAGE 41 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**

1. that the salaries and allowances in respect of the different members of Council as provided for in Government Notice 1600, dated 21 December 2016, **be approved** and be made applicable **with effect from 1 July 2016**, subject to the concurrence of same by the Provincial Minister of Local Government, Environmental Affairs and Development Planning; and
2. that, in terms of Section 13 of the government notice mentioned in 1 above, Councillors provide the Municipality with either all the necessary details regarding the councillor's property or assets to be covered by the special risk insurance to provide for the loss of or damage to a councillor's property, assets, life or disability arising from any riot, civil unrest, strike or public disorder, or with written confirmation that such cover is in place as part of a personal insurance portfolio arrangement already made by themselves.

RESPONSIBLE OFFICIAL :**J VORSTER /
RETHA RUST****TARGET DATE OF IMPLEMENTATION :****28 FEBRUARY 2017**

4.6**IRRECOVERABLE INTEREST ON ACCOUNT: MH ABDULLAH****(ITEM 9, PAGE 73 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**

that interest to the value of R29 153.07 of Mr MH Abdullah be written off as Irrecoverable debt:

- i. Account Number 450000002908 (Erf 822): R14 052,07; and
- ii. Account Number 450000008423 (Erf 823): R15 101,00

RESPONSIBLE OFFICIAL :**EM HOONEBERG****TARGET DATE FOR IMPLEMENTATION :****31 JANUARY 2017**

4.7**BUDGET REPORT FOR THE QUARTER ENDED DECEMBER 2016****(ITEM 10, PAGE 76 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**

that the budget report for the quarter ended December 2016, prepared as part of the financial reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003, **be noted**.

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

4.8

QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET FOR THE QUARTER ENDED DECEMBER 2016

(ITEM 11, PAGE 140 : SPECIAL MAYORAL COMMITTEE MEETING : 23 JANUARY 2017)

RESOLVED (UNANIMOUSLY):

that the consolidated quarterly report in respect of Bank Account Withdrawals not in terms of an Approved Budget for the quarter ended December 2016, **be noted.**

RESPONSIBLE OFFICIAL :

BA KING

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.9

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR DECEMBER 2016**(ITEM 12, PAGE 143 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**that the Mid-Year Budget and Performance Assessment Report **be noted**.**RESPONSIBLE OFFICIAL :****B KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.10**ADJUSTMENTS BUDGET 2016/2017 (WESTERN CAPE ADJUSTED ESTIMATES, 2016)****(ITEM 13, PAGE 191 : SPECIAL MAYORAL COMMITTEE MEETING : 23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**

1. that, in terms of section 28(2)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the Adjustments Budget (WC Provincial allocations and adjusted estimates) for 2016/2017 **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

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****31 JANUARY 2017**

4.11

**REVISED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
FOR 2016/17**

**(ITEM 14, PAGE 263 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)**

RESOLVED (UNANIMOUSLY):

1. that the revised SDBIP for 2016/17 **be approved**;
2. that the amendments to the Departmental and Top Layer SDBIP for 2016/17 **be approved**; and
3. that the Revised SDBIP for 2016/17 **be made public**.

RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

2 FEBRUARY 2017

4.12

**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
SECOND QUARTERLY REPORT: OCTOBER – DECEMBER 2016****(ITEM 15, PAGE 296 : SPECIAL MAYORAL COMMITTEE MEETING :
23 JANUARY 2017)****RESOLVED (UNANIMOUSLY):**

that the content of the report for the second quarter of the 2016/17 financial year on the top level Service Delivery and Budget Implementation Plan **be noted**.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

5. CONSIDERATION OF REPORTS

5.1

SUBMISSION OF THE DRAFT AUDITED ANNUAL REPORT FOR THE FINANCIAL YEAR 2015/16

5/15/1/1

R Louw

12 December 2016

(028) 313 8071

Corporate Head Office

EXECUTIVE SUMMARY

The purpose of this report is to present the draft audited Annual Report, for the 2015/16 financial year to Council.

THE SPEAKER, ALD A COETSEE, AFFORDED MR B VAN STAADEN, MS B SILULWANE AND MS G SCHULTZ TIME TO ADDRESS THE MEETING

RESOLVED (UNANIMOUSLY):

1. that the tabling of the 2015/16 draft audited Annual Report in Council **be noted**;
2. that the draft audited annual report be **made public** immediately after the tabling in Council; and
3. that the local community **be invited** to submit representations in connection with the draft annual report.

RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

2 FEBRUARY 2017

THE SPEAKER, ALD A COETSEE, IN TERMS OF HIS DISCRETION, AFFORDED CLLR R DE CONING TIME TO ADDRESS COUNCILLORS ON POST ELECTION TRAINING, THE INFORMATION OF WHICH WILL BE DISTRIBUTED IN DUE COURSE. COUNCILLORS WERE REQUESTED TO DIRECT ANY QUERIES IN THIS REGARD TO DIRECTOR D ARRISON.

The meeting adjourned at 11:54

DATE

THE SPEAKER – A COETSEE

Annexure A
1/4

2017

Council Opening



Executive Mayor,
Ald. Rudolph Smith
23 January 2017

1. Good morning,
 - Mr Speaker,
 - Fellow councillors,
 - Municipal Manager,
 - Officials,
 - Representatives of local media
 - Ladies and gentleman
 - All other protocol observed
2. I want to welcome you all to the first council meeting for 2017. We had a very successful Leaders worship service yesterday which left me feeling very positive and motivated for the coming year.
3. We would like to congratulate our Municipal Manager, Mr Groenewald on his new appointment term from January 1, 2017.
4. We would also like to use this opportunity to thank Minister Donald Grant of 'Transport and Public Works' for the ten million rand budget for the upgrade of the R326 near Stanford in the 'Akkedisberg' pass.
5. Then we also want to congratulate Cnr Macofoha on the birth of his twin boys last week.
6. I trust that you are all well rested and ready to tackle the New Year with renewed vigor.
7. I want to declare this year, as the "*Year of the officials*," because it is our officials who determine the organization's success.

8. Last year we achieved our 4th consecutive clean audit, we are extremely proud and want to warmly thank the Municipal Manager, Mr. Groenewald and his team of officials for this achievement.
9. And make special mention of our colleagues, councilors and officials, who faithfully ensured that our services uninterruptedly continue during the festive season.
10. To our emergency service personnel who had to see to the safety of record numbers of visitors./ Thank you and well done.
11. We are just regretful and saddened about the two children and one adult who lost their lives at sea.
12. We send our deepest condolences to their families / and thank the councilors who could diligently assisted them.
13. We also want to offer a special word of thanks to the people of the Overstrand, our loyal donors and officials, / who gave their time and contributed their effort by supporting our firefighters from across the country during the challenging holiday season.
14. It is highly appreciated / and makes us proud to be part of this greater community.
15. I want us to continue building on the cooperation displayed / and focus on the heart of service / and good serviceability this year.

16. I want our municipal values not only to reflect outwardly / but also to resonate in our internal structures.
17. May 2017 be a prosperous and peaceful year / and may we all discover true wealth through giving.
18. The wealth of the Overstrand lies in its people / and not only in natural resources.
19. So, let us care and serve generously.
20. Thank you for the opportunity Speaker