



SPECIAL MEETING OF THE COUNCIL

SPESIALE VERGADERING VAN DIE RAAD

INTLANGANISO EKHETHEKILEYO YEBHUNGA

MINUTES / NOTULE /

IMIZUZU

**DATE / DATUM / UMHLA : 29 JANUARY / JANUARIE /
JANYUWARI 2025**

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

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF A SPECIAL MEETING OF THE COUNCIL HELD VIRTUALLY ON 29 JANUARY 2025, AT 10:00

PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Dr D O'Neill, Municipal Manager
Ms D Arrison, Director : Corporate Services
Mr N Michaels, Director : Municipal Public Safety
Mr D Louw, Acting CFO
Mr S Swartz, Director : Community Services
Ms R Louw, Divisional Manager : Strategic Support Services
Ms R Steenekamp, Assistant Media & Social Media Officer
Ms G Erasmus, Facilities Administrator
Ms S Swart, Senior Committee Officer

ALSO PRESENT: Public

MINUTES/....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING : 29 JANUARY 2025

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

1. OPENING

The Speaker, Cllr G Cohen, opened the meeting and welcomed those present. The Municipal Manager, Mr D O'Neill, read the notice convening the meeting. The Speaker allowed a moment of silence.

2. APPLICATIONS FOR LEAVE OF ABSENCE

Cllr M Sihlahla

RESOLVED:

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

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

- Department of Home Affairs : DHA Expression of Interest: Proposal for the Establishment of a Home Affairs Contact Point: Hermanus: Overstrand Local Municipality: Western Cape:

The Municipal Manager, Dr D O'Neill gave background on the matter and explained that the Department of Home Affairs requested the Overstrand Municipality to provide them with premises for this purpose at no cost, as well as at least two (2) officials. The Council supported the matter unanimously and it was decided that a comprehensive report will serve before Council at its meeting of 26 February 2025.

- The Speaker, Ald G Cohen, requested that a discussion take place between Councillors, the Municipal Manager and Directors regarding Festive Season feedback. The Executive Mayor, Ald A Rabie, reacted to the request, informing the Speaker that a meeting will take place between herself and the top management team as well as the MMC's at 10:00 on Thursday, 30 January 2025 and invited the Speaker to attend. At this meeting matters which were submitted to her during her one-on-one meetings with councillors, will also be addressed.

4. REPORTS FOR CONSIDERATION**4.1****MONTHLY REPORT TO COUNCIL ON THE SUPPLY CHAIN MANAGEMENT (SCM) POLICY FOR NOVEMBER 2024****C Le Roux Divisional Manager: Supply Chain Management****04 December 2024****(028) 313 8107**

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of procurement by the delegated authority in terms of the Supply Chain Management Policy for November 2024.

RESOLVED (SUPPORTED BY 26 COUNCILLORS):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for November 2024, **be noted**;
2. that the awards made in terms of Paragraph 17(1)(c), approved in terms of the delegated authority for November 2024, **be noted**; and
3. that the awards made through the Bid Committee system and formal written price quotations for November 2024, **be noted**.

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

4.2**MONTHLY REPORT TO COUNCIL ON THE SUPPLY CHAIN MANAGEMENT (SCM) POLICY FOR DECEMBER 2024****C Le Roux
10 January 2025****Divisional Manager: Supply Chain Management****(028) 313 8107**

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of procurement by the delegated authority in terms of the Supply Chain Management Policy for December 2024.

RESOLVED (SUPPORTED BY 26 COUNCILLORS):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for December 2024, **be noted**;
2. that the awards made in terms of Paragraph 17(1)(c), approved in terms of the delegated authority for December 2024, **be noted**; and
3. that the awards made through the Bid Committee system and formal written price quotations for December 2024, **be noted**.

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

4.3**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2024/2025:
2nd QUARTER: 01 OCTOBER 2024 TO 31 DECEMBER 2024****C Le Roux
10 January 2025****Divisional Manager: Supply Chain Management****(028) 313 8107**

EXECUTIVE SUMMARY

In terms of Paragraph 6(3) of Overstrand Municipality's Supply Chain Management Policy, the Municipal Manager must, within 10 days of the end of each quarter, submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor.

RESOVED (SUPPORTED BY 26 COUNCILLORS):

that the activities undertaken, and outcomes achieved in the implementation of the Overstrand Municipality's Supply Chain Management Policy for the 2nd Quarter of 2024/2025 **be noted**.

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

4.4**TABLING OF THE DRAFT AUDITED ANNUAL REPORT FOR THE 2023/24 FINANCIAL YEAR****R Louw
17 January 2025****Divisional Manager: Strategic Support Services****(028) 313 8071**

EXECUTIVE SUMMARY

The purpose of this report is to table the draft audited Annual Report, for the 2023/24 financial year to Council.

RESOLVED (SUPPORTED BY 26 COUNCILLORS):

1. that the tabling of the 2023/24 draft audited Annual Report by the Executive Mayor, **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 :****6 FEBRUARY 2025**

4.5

QUARTERLY BANK ACCOUNT WITHDRAWALS IN TERMS OF SECTION 11(4) OF THE MFMA FOR THE QUARTER ENDED DECEMBER 2024

**BA King
20 January 2025**

Divisional Manager: Financial Accounting

(028) 313 8154

EXECUTIVE SUMMARY

Report prepared as part of the financial reporting obligations arising from section 11(4) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

RESOLVED (SUPPORTED BY 26 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 December 2024, **be noted**.

RESPONSIBLE OFFICIAL :

BA KING

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.6

BUDGET REPORT AND SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR THE QUARTER ENDED DECEMBER 2024

BA King

Divisional Manager: Financial Accounting

20 January 2025

(028) 313 8154

EXECUTIVE SUMMARY

Report prepared as part of the reporting obligations arising from section 52(d) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

RESOLVED (SUPPORTED BY 26 COUNCILLORS):

1. that the budget report and service delivery and budget implementation plan for the quarter ended December 2024, 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 2nd quarter of the 2024/2025 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**

4.7**MIDYEAR BUDGET AND PERFORMANCE ASSESSMENT AS AT 31 DECEMBER 2024****BA King
21 January 2025****Divisional Manager: Financial Services****(028) 313 8154**

EXECUTIVE SUMMARY

Report prepared as part of the reporting obligations arising from section 72 and 54(1)(f) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

RESOLVED (SUPPORTED BY 26 COUNCILLORS):

that the Midyear Budget and Performance Assessment Report **be noted**.

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

4.8**REPORT ON THE PROPOSED 2ND ADJUSTMENTS BUDGET FOR 2024/2025****BA King****Divisional Manager: Financial Accounting****21 January 2025****(028) 313 8154****EXECUTIVE SUMMARY**

Report prepared in terms of section 28(2)(b) to (g) of the Local Government: Municipal Finance Management Act, 2003 (MFMA) for the 2nd Adjustments Budget proposals emanating from the midyear review and various adjustments identified on the operating and capital budgets, which must be approved by Council in terms of legislation.

RESOLVED (SUPPORTED BY 26 COUNCILLORS):

1. that, in terms of section 28 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the 2nd Adjustments Budget for 2024/2025 **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 to the Service Delivery and Budget Implementation Plan (SDBIP) for 2024/2025 **be approved**; and

4. that the revised SDBIP for 2024/2025 **be made public**.

RESPONSIBLE OFFICIAL :**BA KING
RG LOUW****TARGET DATE FOR IMPLEMENTATION :****1 FEBRUARY 2025**

The meeting adjourned at 10:58

DATE

THE SPEAKER – G COHEN

