



**ORDINARY MEETING OF THE COUNCIL**

**GEWONE VERGADERING VAN DIE RAAD**

**INTLANGANISO YESIQHELO YEBHUNGA**

**MINUTES / NOTULE /**

**IMIZUZU**

**DATE / DATUM / UMHLA : 27 NOVEMBER / NOVEMBA2024**

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

**CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU**  
**HERMANUS**  
**AS WELL AS VIRTUALLY**

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

# OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

**MINUTES OF AN ORDINARY COUNCIL MEETING  
HELD IN THE BANQUETING HALL CIVIC CENTRE, HERMANUS  
AND VIRTUALLY ON  
27 NOVEMBER 2024 AT 10:00**

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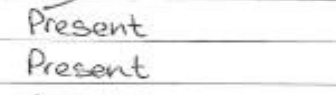
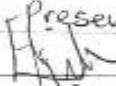
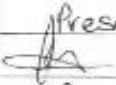

**PRESENT:** Councillors were present as per attached attendance register.

**OFFICIALS PRESENT:** Dr D O'Neill, Municipal Manager  
Mr D Louw, Acting Chief Financial Officer  
Ms D Arrison, Director : Corporate Services  
Mr S Swartz, Director : Community Services  
Mr N Michaels, Director : Municipal Public Safety  
Mr S Müller, Chief Engineer : Infrastructure Services  
Ms L de Villiers, Divisional Manager : Environmental Management & Conservation  
Ms A Le Roux, Divisional Manager : Property Management  
Mr R Fraser, Chief : Traffic  
Mr J du Toit, Chief : Law Enforcement  
Mr L Smith, Chief : Fire, Rescue & Disaster Management  
Mr A Gcotyelwa, Acting Manager : Integrated Human Settlements & Development  
Ms H van Tonder, Manager: Administrative Support Services  
Mr P Marais, Regional Inspector : K9 Unit  
Mr D Esau, Assistant Chief : Safety, Security & CCTV  
Ms R Steenekamp, Assistant Media Liaison & Social Media Liaison Officer  
Ms G Erasmus, Facilities Administrator  
Ms S Swart, Senior Committee Officer

**MINUTES/....**

OVERSTRAND MUNICIPALITY  
ATTENDANCE REGISTER

COUNCIL MEETING  
27 NOVEMBER 2024

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

**1. OPENING**

The Speaker, Ald G Cohen, opened the meeting and welcomed those present. The Municipal Manager, Mr D O'Neill, read the convening notice.

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

**Ald N Nqinata**  
**Cllr M Sihlahla**

**RESOLVED:**

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

**3. CONFIRMATION OF MINUTES****3.1 Minutes of an Ordinary Meeting of the Overstrand Municipal Council held on Wednesday, 30 October 2024 at 10:00****RESOLVED:**

that the Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 30 October 2024 at 10:00** be confirmed.

**4. MATTERS ARISING FROM THE MINUTES**

None

**5. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE**

- Salga Matters : Feedback by Representatives on Provincial Working Groups: No meetings held.
- The Investigation Report by the Special Investigating Unit (SIU) in relation to the Overstrand Municipality which served before Council on 30 October 2024 was read into the record by the Speaker (attached as Annexure A to these minutes).
- Code of Ethical Leadership in Local Government (SALGA) which was attached as Annexures A and B to the agenda, was accepted.
- The Speaker, Ald G Cohen, requested all councillors to play their role in the 16 Days of Activism of no Violence Against Women and Children Campaign taking place from 26 November 2024 until 10 December 2024.

- The Speaker, Ald G Cohen, extended the agenda by adding the following four (4) supplementary items:
  - Item 7.10: Writing Off of Irrecoverable Debt: Deregistered and/or Liquidated Entities (*in committee*)
  - Item 7.11: Writing Off of Irrecoverable Debt (*in committee*)
  - Item 7.12: Overstrand Municipality's State of Readiness on the Enforcement of the Standard Draft By-Law for Township Economies
  - Item 7.13: 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
- The Speaker, Ald G Cohen, introduced two gentlemen who are organising an event to celebrate the most influential local icons in the Overberg. The Executive Mayor, Ald A Rabie, will be a guest speaker at the event and tickets are available.

**Cllr A Komani opened with prayer**

**6. 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)**

**6.1**

**A PORTION OF ERF 646 PEARLY BEACH (1 NURSERY ROAD, PEARLY BEACH): DEVIATION FROM PARAGRAPH 18 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER LEASE AGREEMENT WITH THE COMPUTER HUT (PTY) LTD**

**(ITEM 5 PAGE 1 : MAYORAL COMMITTEE MEETING : 13 NOVEMBER 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the deviation from paragraph 18 of the Administration of Immovable Property Policy allowing a direct lease to The Computer Hut (Pty) Ltd of a portion of Erf 646 Pearly Beach ( $\pm 1\text{m}^2$  in extent), for the purpose to retain a communication tower on top of a water reservoir, **be approved.**

<b>RESPONSIBLE OFFICIAL :</b>	<b>R OCTOBER</b>
<b>TARGET DATE FOR IMPLEMENTATION :</b>	<b>4 DECEMBER 2024</b>
<b>TARGET DATE TO INFORM APPLICANT:</b>	<b>11 DECEMBER 2024</b>
<b>TARGET DATE TO INFORM OBJECTOR :</b>	<b>N/A</b>

**6.2**

**TRANSFER ERF 279 FISHERHAVEN (SITUATED IN SCHOOL ROAD, FISHERHAVEN) TO THE WESTERN CAPE GOVERNMENT VIA ITS DEPARTMENT OF TRANSPORT AND PUBLIC WORKS (WESTERN CAPE EDUCATIONAL DEPARTMENT) TO RETAIN THE NEWLY BUILT JUNIOR HIGH SCHOOL AS PART OF THE RAPID SCHOOL BUILD PROGRAMME**

**(ITEM 6 PAGE 9 : MAYORAL COMMITTEE MEETING : 13 NOVEMBER 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that the transfer of Erf 279 Fisherhaven (3,9575 ha in extent) situated in School Street, Fisherhaven, to the Western Cape Government via its Department of Transport and Public Works (on behalf of the Western Cape Education Department), at a nominal purchase price of R100.00 (ONE HUNDRED RAND) (VAT included) to retain the new developed Junior High School a part of the Rapid School Build Programme, **be approved**;
2. that it be noted that it is not necessary to follow a competitive process for the alienation and transfer as this transaction is exempted in terms of Regulation 20 of the Municipal Asset Transfer Regulations (R. 878 of 2008);
3. that it be noted that there are economic and community value to be received in exchange for the municipal property as a new school will be established for the community;
4. that it be noted that the municipal property herewith envisaged to be alienated 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);
5. that all the costs pertaining to the transaction, e.g. land use planning, environmental and related processes costs, the public participation cost, the registration of the transfer of the Property in the Deeds Office, and the costs of the public participation, be borne by the Department;
6. that a condition be registered against the title deed of the Property that the Property may only be used for Educational Purposes; and
7. that a servitude be registered in favour of the Municipality against the title deed of the Property to secure the municipal services situated thereon.

**RESPONSIBLE OFFICIAL :**

**W MURTZ**

**TARGET DATE FOR IMPLEMENTATION :**

**18 DECEMBER 2024**

**TARGET DATE TO INFORM APPLICANT :**

**18 DECEMBER 2024**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

## 6.3

**A PORTION OF ERF 830 HERMANUS, SITUATED IN MARINE DRIVE AND KNOWN AS “BIENTANG’S RESTAURANT”, APPROVAL FOR COMMENCEMENT OF A PUBLIC PARTICIPATION PROCESS**

**(ITEM 9 PAGE 38 : MAYORAL COMMITTEE MEETING : 13 NOVEMBER 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the Accounting Officer, via the Property Management Division, **be authorised** to commence with the public participation process required by paragraph 19.1(a) of Council’s Administration of Immovable Property Policy (2015), for the long term lease of a portion of Erf 830 Hermanus, currently known as “Bientang’s Restaurant” ( $\pm 1,740\text{m}^2$  in extent), for restaurant purposes, and to report the outcome of the public participation process thereon to Council in order for it to make a reasoned, deliberate decision in principle to proceed with the proposed competitive process for the said long term lease.

<b>RESPONSIBLE OFFICIAL :</b>	<b>M ERASMUS</b>
<b>TARGET DATE FOR IMPLEMENTATION :</b>	<b>17 DECEMBER 2024</b>
<b>TARGET DATE TO INFORM APPLICANT :</b>	<b>N/A</b>
<b>TARGET DATE TO INFORM OBJECTOR :</b>	<b>N/A</b>

## 6.4

**A PORTION OF REMAINDER ERF 4771 HERMANUS: LEASE OF MUNICIPAL PROPERTY TO JUSTEA (PTY) LTD**

**(ITEM 10 PAGE 46 : MAYORAL COMMITTEE MEETING : 13 NOVEMBER 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that the lease of municipal property, being a portion of Remainder Erf 4771 Hermanus ( $\pm 906\text{m}^2$  in extent), to Justea (Pty) Ltd for the lease, management and maintenance of municipal property as a restaurant at an initial rental amount of R71,500.00 (SEVENTY-ONE THOUSAND FIVE HUNDRED RAND) (VAT included) per month for a rental period of 9 (NINE) years and 11 (ELEVEN) months in terms of the Administration of Immovable Property Policy of the Overstrand Municipality, **be approved**; and
2. that the rental amount mentioned in 1 above escalate every year on the 1st of July in accordance with the consumer price index (all items), the first escalation to be 1 July 2025.

**RESPONSIBLE OFFICIAL :**

**M ERASMUS**

**TARGET DATE FOR IMPLEMENTATION :**

**20 DECEMBER 2024**

**TARGET DATE TO INFORM APPLICANT :**

**20 DECEMBER 2024**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

**6.5****ESTABLISHMENT OF MUNICIPAL MODERATION COMMITTEE****(ITEM 13 PAGE 68 : MAYORAL COMMITTEE MEETING :  
13 NOVEMBER 2024)****RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that Council approve the Establishment of the Municipal Performance Moderation Committee constituted as follows:

- (a) The Municipal Manager or his or her delegate who will act as the chairperson;
- (b) All Section 56 Appointees of the Municipality;
- (c) Chief Audit Executive;
- (d) Divisional Manager: Strategic Support Services and Divisional Manager: Human Resources.

**RESPONSIBLE OFFICIAL :****L BUCCHIANERI****TARGET DATE FOR IMPLEMENTATION :****NOVEMBER 2024**

**7. CONSIDERATION OF REPORTS****7.1****REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC) TO THE OVERSTRAND MUNICIPAL COUNCIL****DC Van Der Heever  
07 November 2024****Chief Audit Executive****(028) 313 5035**

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**EXECUTIVE SUMMARY**

The purpose of the report is to present Council with the Report of the Joint Audit and Performance Audit Committee (JAPAC) in terms of the Local Government: Municipal Planning and Performance Management Regulations, 2001 and the reporting requirements as per paragraph 3.7 of the JAPAC Charter, approved by Council on 29 March 2023.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the report from the JAPAC to the Overstrand Municipal Council **be noted**.

**RESPONSIBLE OFFICIAL :****DC VAN DER HEEVER****TARGET DATE FOR IMPLEMENTATION :****27 NOVEMBER 2024**

**7.2****RECESS: DECEMBER 2024/JANUARY 2025****H van Tonder****Manager : Administrative Support Services****4 November 2024****(028) 313 8037**

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**EXECUTIVE SUMMARY**

The purpose of the report is to obtain confirmation of Council's recess from 13 December 2024 (**at closing of business**) to 15 January 2025 and related matters.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that Council consider a period of recess, ie **13 December 2024 to 15 January 2025 (the latter included)**;
2. that, during the period of recess, all urgent matters / emergency situations be dealt with by the Executive Mayor in consultation with the Municipal Manager, except those reserved by law for full Council; and
3. that it be noted that a **Special Council Meeting** will be held on **Wednesday, 29 January 2025 at 10:00**.

**RESPONSIBLE OFFICIAL :****H VAN TONDER****IMPLEMENTATION DATE :****13 DECEMBER 2024**

**7.3****PROPOSED AMENDMENT OF CONTRACT: PROVISION OF CASH IN TRANSIT SERVICES FOR THE PERIOD ENDING 30 JUNE 2027****D Louw  
5 November 2024****Acting Chief Financial Officer****(028) 313 8040**

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**EXECUTIVE SUMMARY**

The purpose of the report is to provide the necessary information and motivation for the proposed amendment of Contract SC2456/2023: Provision of Cash in Transit Services.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that Council approves the proposed amendment of contract SC2456/2023: Provision of Cash in Transit Services for a contract period ending 30 June 2027 and add Traffic Department cash collection as an additional service.

**RESPONSIBLE OFFICIAL :****D LOUW  
E HOONEBERG****TARGET DATE FOR IMPLEMENTATION :****01 DECEMBER 2024**

## 7.4

**OVERSTRAND MUNICIPALITY: K9 RETIREMENT AND ADOPTION POLICY**

**N Michaels**  
**6 November 2024**

**Director: Municipal Public Safety**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

The purpose of this report is for Council's approval of the proposed K9 Retirement and Adoption Policy.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the Overstrand Municipal Canine (K9) Retirement and Adoption Policy **be approved.**

**RESPONSIBLE OFFICIALS :**

**N MICHAELS**  
**J DU TOIT**  
**P MARAIS**

**TARGET DATE FOR IMPLEMENTATION :**

**01 DECEMBER 2024**

## 7.5

**MONTHLY REPORT TO COUNCIL ON THE SUPPLY CHAIN MANAGEMENT (SCM) POLICY FOR OCTOBER 2024**

C Le Roux

Divisional Manager: Supply Chain Management

05 November 2024

(028) 313 8107

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**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 October 2024.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

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

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

## 7.6

**FUNDING FROM THE BREEDE-OLIFANTS CATCHMENT MANAGEMENT (BOCMA) TO ASSIST WITH DELIVERABLES/OUTPUTS AND OPERATIONAL IMPLEMENTATION OF THE UNITED NATIONS ENVIRONMENT PROGRAM (UNEP) WORKPLAN**

L de Villiers

Divisional Manager : Environmental

11 November 2024

Management &amp; Conservation

(028) 316 5615

**EXECUTIVE SUMMARY**

The purpose of this report is to obtain approval from Council to enter into a Memorandum of Agreement (MOA) over a three (3) year period with the Breede-Olifants Catchment Management Agency (BOCMA) to receive funding to assist with project deliverables/outputs set out in the Onrus Catchment-to-Coast Project's workplan under the United Nations Environment Programmes' (UNEP) #GenerationRestoration Programme, as well as to assist with operational implementation of the workplan.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that Council gives **approval** for the Overstrand Municipality to enter into a Memorandum of Agreement with BOCMA over a three (3) year budget period to receive funding for assistance to achieve objectives set out in the UNEP workplan, as well as to assist with the operational implementation of some of the activities listed in the workplan; and
2. that the Municipal Manager **be authorised** to sign the Memorandum of Agreement on behalf of Overstrand Municipality.

**RESPONSIBLE OFFICIAL :**

**L DE VILLIERS**

**TARGET DATE FOR IMPLEMENTATION :**

**1 FEBRUARY 2025**

## 7.7

**FUNDING OFFER FROM WHITE DESERT FOUNDATION (PTY) LTD TO SET UP A PALMIET NURSERY TO GROW PALMIET PLANTS FOR REHABILITATION OF THE ONRUS WETLAND AND ONRUS RIVER BANKS UNDER THE ONRUS CATCHMENT-TO-COAST PROJECT AND BLUE CARBON SEQUASTRATION**

L de Villiers

11 November 2024

Divisional Manager : Environmental

Management &amp; Conservation

(028) 316 5615

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**EXECUTIVE SUMMARY**

The purpose of this report is to obtain approval from council to enter into a Memorandum of Agreement (MOA) with the White Desert Foundation (PTY) Ltd to receive funding to assist with setting up a nursery to grow palmiet plants for the rehabilitation of the Onrus Wetland and Onrus River Banks, and for the sequestration of carbon through the blue carbon credits system.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that Council gives **approval** for the Overstrand Municipality to enter into a Memorandum of Agreement with the White Desert Company/Foundation to receive funding for the establishment of a nursery to plant palmiet plants for the restoration of the Onrus Wetland and the Onrus River Banks under the “Blue Carbon Sequestration Project”; and
2. that the Municipal Manager **be authorised** to sign the Memorandum of Agreement on behalf of Overstrand Municipality.

**RESPONSIBLE OFFICIAL :****L DE VILLIERS****TARGET DATE FOR IMPLEMENTATION :****28 FEBRUARY 2025**

**7.8****FUNDING FROM THE UNITED NATIONS ENVIRONMENT PROGRAM (UNEP) THROUGH A SMALL-SCALE FUNDING AGREEMENT (SSFA) UNDER THE MANAGEMENT OF OM ENVIRONMENTAL DIVISION****L de Villiers****11 November 2024****Divisional Manager : Environmental****Management & Conservation****(028) 316 5615**

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**EXECUTIVE SUMMARY**

The purpose of this report is to obtain approval from Council to enter into an agreement in the form of a contract with the United Nations Environment Programme (UNEP) under their #GenerationRestoration project to receive funding from the date of signature until the submission of the final "Restoration guideline document" by 31 August 2025. Through the approval of the Small-scale Funding Agreement (SFFA) document, the Municipality will be able to allocate the necessary funding from UNEP through the mid-year adjustment budget process towards the funding to assist with the project deliverables/outputs as set out in the SFFA.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that Council approves the Small-Scale Funding Agreement signed between the United Nations Environment Programme (UNEP), Cities Unit/Climate Division and the Overstrand Municipality on 8 August 2024, for the funding of the Onrus Catchment-to-Coast Project under the #GenerationRestoration Programme.

**RESPONSIBLE OFFICIAL :****L DE VILLIERS****TARGET DATE FOR IMPLEMENTATION :****1 FEBRUARY 2025**

**7.9****CLOSURE OF MUNICIPAL OFFICES AT 15:15 ON A FRIDAY****L Bucchianeri**  
**31 October 2024****Divisional Manager: Human Resources**  
**Management****(028) 3138120**

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**EXECUTIVE SUMMARY**

The purpose of this item is for Council to approve the change in working hours of the staff members.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that Council **approves** the following:

1. the lunch break shortened to 30 minutes from 13:00 till 13:30 from Monday to Friday;
2. the municipal offices to close at 15:15 on a Friday; and
3. the closing of the municipal offices at 15:15 on a Friday to be communicated through the Municipality's communication mediums to be effected from 1 January 2025.

**RESPONSIBLE OFFICIAL :****L BUCCHIANERI****TARGET DATE FOR IMPLEMENTATION :****1 JANUARY 2025**

**IT WAS REQUESTED THAT FEEDBACK BE GIVEN ON THE PROGRESS OF THIS MATTER AT THE COUNCIL MEETING TO BE HELD IN FEBRUARY 2025**

**THE FOLLOWING TWO (2) ITEMS WERE DEALT WITH AT THE END OF THE MEETING**

**THE MEETING STOOD DOWN AT 10:55 IN ORDER FOR THE OFFICIALS TO LEAVE THE BANQUETING HALL**

**THE MEETING RESUMED AT 11:02**

**7.10**

**WRITING OFF OF IRRECOVERABLE DEBT: DEREGISTERED AND/OR LIQUIDATED ENTITIES**

This item was distributed under separate cover.

In terms of Section 20(1) of the Local Government: Municipal Systems Act, No 32 of 2000, read with Rule 17 of the Overstrand Municipality's By-law on Rules of Order for Internal Arrangements, this item must be considered "in committee".

The resolutions under this item shall be minuted in a separate minute book in terms of section 20(1) of the Local Government: Municipal Systems Act, No 32 of 2000 read with Rule 17 of the Overstrand Municipality's By-law on Rules of Order for Internal Arrangements.

**7.11****WRITING OFF OF IRRECOVERABLE DEBT**

This item was distributed under separate cover.

In terms of Section 20(1) of the Local Government: Municipal Systems Act, No 32 of 2000, read with Rule 17 of the Overstrand Municipality's By-law on Rules of Order for Internal Arrangements, this item must be considered "in committee".

The resolutions under this item shall be minuted in a separate minute book in terms of section 20(1) of the Local Government: Municipal Systems Act, No 32 of 2000 read with Rule 17 of the Overstrand Municipality's By-law on Rules of Order for Internal Arrangements.

**7.12 (SUPPLEMENTARY ITEM)****OVERSTRAND MUNICIPALITY'S STATE OF READINESS ON THE ENFORCEMENT OF THE STANDARD DRAFT BY-LAW FOR TOWNSHIP ECONOMIES**

**N J Michaels**  
25 November 2024

**Director: Municipal Public Safety**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council on the state of readiness of Overstrand Municipality's multidisciplinary directorates to implement the **STANDARD DRAFT BY-LAW FOR TOWNSHIP ECONOMIES**.

The intent for the above is in line with the ensuring of responsiveness and compliance to President Cyril Ramaphosa's call on all spaza shops and food-handling facilities to register with their respective municipalities as part of decisive measures to address the recurring foodborne illnesses across the country.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the Standard Draft By-Law for Township Economies for public participation **be approved**.

**RESPONSIBLE OFFICIAL :**

**N MICHAELS**

**TARGET DATE FOR IMPLEMENTATION :**

**14 DECEMBER 2024**

**7.13 (SUPPLEMENTARY ITEM)****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****J Vorster Divisional Manager: Expenditure, Fleet & Asset Management****25 November 2024****(028) 313 8046**

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**EXECUTIVE SUMMARY**

To consider increased salaries, allowances and benefits of councillors with retrospective effect from 1 July 2024.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that the salaries and allowances in respect of the different members of Council as provided for in Government Notice 5446, published in Government Gazette No 51419 dated 21 October 2024, **be approved** and be made applicable **with effect from 1 July 2024**, subject to the concurrence of same by the Provincial Minister of Local Government, Environmental Affairs and Development Planning;
2. that, in terms of Section 14 of the government notice mentioned in 1 above, Councillors provide the Municipality with either all the necessary details regarding the councillor's property, assets and beneficiaries 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; and
3. that it be noted that there is no need to make any additional provision in the annual mid-year review and adjustment budget to accommodate the promulgated increase to the upper limits of the salaries, allowances and benefits of councillors for 2024/2025.

**RESPONSIBLE OFFICIAL :****J VORSTER  
A RUST****TARGET DATE FOR IMPLEMENTATION :****31 DECEMBER 2024**

**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 11:30**

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**DATE**

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**THE SPEAKER – G COHEN**

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

**The investigation report by the Special Investigating Unit (SIU) under authority of proclamation number R43 of 2021 (published in government gazette no. 45617 dated 10 December 2021) in relation to the Overstrand Local Municipality which served before the ordinary Council meeting held on 30 October 2024, refers.**

That the formal housing policy be reviewed to incorporate the systemic recommendations as recommended by SIU under paragraph 4 of the above-mentioned report. It was further reported that the formal housing policy amendments serve in this ordinary Council meeting on 27 November 2024

It should be noted that, since from the targeted date 1 November 2024 for implementation of the above-mentioned report, the Department of Integrated Human Settlements and Development has completed a draft of a formal “guidelines” or Standard Operating Procedures.

The Notice in local newspapers inviting members of the public to comment on the proposed formal housing policy amendments, should be published in the first week of December 2024. The Western Cape: Department of Infrastructure, Human Settlements Branch to be invited and to facilitate a formal housing policy workshop with Overstrand Municipality’s Councillors on the last week of January 2025 since Province is the custodian of the housing policies. The Department of Integrated Human Settlements and Development will submit formal housing policy amendments as an agenda item on Ward Committee meetings scheduled in February 2025. Lastly, the Department of Integrated Human Settlements and Development will submit a report with proposed formal housing policy amendments to the Portfolio Committee: Community Services, Mayoral Committee and Ordinary Council meetings during March 2025.