



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE /

IMIZUZU

DATE / DATUM / UMHLA : 25 APRIL / APRELI 2018

**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 MEETING OF THE MAYORAL
COMMITTEE HELD IN THE BANQUETING HALL, CIVIC CENTRE,
HERMANUS, ON 25 APRIL 2018, AT 10:00**

PRESENT: Councillors were present as per attached attendance register.

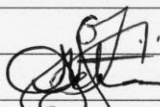
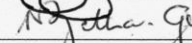
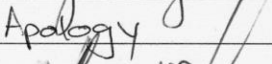

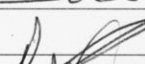
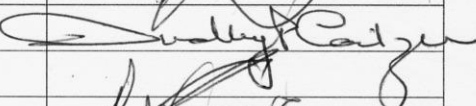
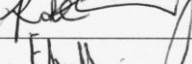
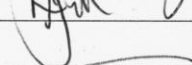

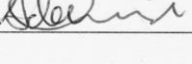
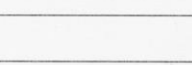
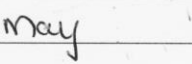
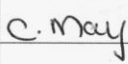
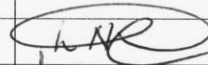
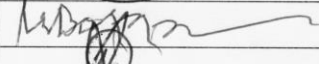

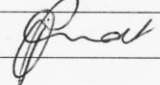
OFFICIALS PRESENT: Mr C Groenewald, Municipal Manager
Mr C le Roux, Acting Director : Finance
Mr R Williams, Director : Community Services
Mr S Madikane, Director : LED
Ms D Arrison, Director : Management Services
Mr N Michaels, Director : Protection Services
Mr R Kuchar, Acting Director : Infrastructure & Planning
Ms A le Roux, Manager : Property Administration
Mr D Lakey, Senior Manager, Kleinmond Administration
Ms H van Tonder, Manager : Council Support Services
Mr B King, Senior Manager : Financial Services
Mr R Fraser, Chief : Traffic/Licences
Mr L Smith, Chief: Fire & Rescue & Disaster Management
Ms E van Zyl, PA : Director : Management Services
Ms S Swart: Administrative Officer : Council Support Services
ICT
Ms M de Villiers : Mayoral Committee Secretary
Ms G Erasmus, Clerk : Auditorium
Ms D Laing, Relief Clerk : Grade 2

ALSO PRESENT: Members of the Public

MINUTES/.....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING
25 APRIL 2018

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

1. OPENING

Cllr E Gillion opened with prayer. The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

Cllr K Brice

RESOLVED

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

3. CONFIRMATION OF MINUTES

3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 28 March 2018 at 10:00**

RESOLVED

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 28 March 2018 at 10:00, be confirmed.**

4. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE EXECUTIVE MAYOR

None

5.
**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c), FOR MARCH 2018**

8/2/2

C Le Roux
06 April 2018

(028) 313 8107

Corporate Head Office

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of all deviations from the Supply Chain Management Policy, approved by the delegated authority in terms of Paragraph 36 of the Supply Chain Management Policy, as well as approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for March 2018.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for March 2018, **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 March 2018, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

6.
**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2017/2018:
3rd QUARTER: 01 JANUARY TO 31 MARCH 2018**

8/2/2

C Le Roux
9 April 2018

(028) 313 8107

Corporate Head Office

EXECUTIVE SUMMARY

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

RECOMMENDATION TO THE COUNCIL:

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 3rd Quarter of 2017/2018.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

7.

BUDGET REPORT FOR THE QUARTER ENDED MARCH 2018

5/1/19-2017/2018

(028) 313 8154

Corporate Head Office

BA King

14 April 2018

EXECUTIVE SUMMARY

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

RECOMMENDATION TO THE COUNCIL:

that the budget report for the quarter ended March 2018, 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**

**8.
QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN
APPROVED BUDGET FOR THE QUARTER ENDED MARCH 2018**

5/18/R

BA King

(028) 313 8154

Corporate Head Office

14 April 2018

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).

RECOMMENDATION TO THE COUNCIL:

that the consolidated quarterly report in respect of Bank Account Withdrawals not in terms of an Approved Budget for the quarter ended March 2018, **be noted**.

RESPONSIBLE OFFICIAL :

BA KING

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

9.
**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
THIRD QUARTERLY REPORT: JANUARY- MARCH 2018**

9/1/2/5

R Louw

(028) 313 8071

Hermanus Administration

10 April 2018

EXECUTIVE SUMMARY

The purpose of this report is to provide an executive summary of service delivery performance in terms of the top level SDBIP for the third quarter, 2 January 2018 to 31 March 2018.

RECOMMENDATION TO THE COUNCIL:

that the content of the report for the third quarter of the 2017/18 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

PORTFOLIO COMMITTEE :

FINANCE

Chairperson :

Cllr R de Coning

Committee Members :

**Cllrs L Ntsabo, G Cohen,
S Tebele, X Msweli and B Molefe**

PORTEFEULJEKOMITEE :

FINANSIES

Voorsitter :

Rld R de Coning

Komiteelede :

**Rdle L Ntsabo, G Cohen,
S Tebele, X Msweli and B Molefe**

**NO REPORTS WERE RECEIVED BY THE SECRETARIAT
FOR INCLUSION IN THIS PORTFOLIO**

PORTFOLIO COMMITTEE :

MANAGEMENT SERVICES

Chairperson :

Cllr A Komani

Committee Members :

**Ald M Sapepa, Ald N Botha-Guthrie,
Cllrs M Opperman & N Nqinata**

PORTEFEULJEKOMITEE :

BESTUURSDIENSTE

Voorsitter :

Rdl A Komani

Komiteelede :

**Rdh M Sapepa, Rdh N Botha-Guthrie,
Rdle M Opperman & N Nqinata**

**NO REPORTS WERE RECEIVED BY THE SECRETARIAT
FOR INCLUSION IN THIS PORTFOLIO**

PORTFOLIO COMMITTEE :

**PROTECTION SERVICES,
ECONOMIC DEVELOPMENT & TOURISM**

Chairperson :

Cllr E Gillion

Committee Members :

**Cllrs C Resandt, G Cohen,
V Macotha & C Tafu-Nwonko**

PORTEFEULJEKOMITEE :

**BESKERMINGSDIENSTE,
EKONOMIESE ONTWIKKELING & TOERISME**

Voorsitter :

Rdl E Gillion

Komiteelede :

**Rdle C Resandt, G Cohen,
V Macotha & C Tafu-Nwonko**

**NO REPORTS WERE RECEIVED BY THE SECRETARIAT
FOR INCLUSION IN THIS PORTFOLIO**

PORTFOLIO COMMITTEE :

COMMUNITY SERVICES

Chairperson :

Cllr F Africa

Committee Members :

**Cllrs J Orban, C May,
V Pungupungu & S Kalolo**

PORTEFEULJEKOMITEE :

GEMEENSKAPSDIENSTE

Voorsitter :

Rdl F Africa

Komiteelede :

**Rdle J Orban, C May,
V Pungupungu & S Kalolo**

**NO REPORTS WERE RECEIVED BY THE SECRETARIAT
FOR INCLUSION IN THIS PORTFOLIO**

**PORTFOLIO COMMITTEE :
INFRASTRUCTURE & PLANNING**

Chairperson :

Cllr K Brice

Committee Members :

**Cllrs D Botha, F Krige,
S Tebele & V Pungupungu**

**PORTEFEULJEKOMITEE :
INFRASTRUKTUUR & BEPLANNING**

Voorsitter :

Rdl K Brice

Komiteelede :

**Rdle D Botha, F Krige,
S Tebele & V Pungupungu**

1.
**TOWN- & SPATIAL PLANNING REPORT WITH REGARD TO APPLICATIONS
 CONSIDERED IN TERMS OF DELEGATED AUTHORITY : FEBRUARY 2018 –
 MARCH 2018**

15/3/11

R van Antwerp
 23 March 2018

(028) 313 8039

Hermanus Administration

EXECUTIVE SUMMARY

To report on applications disposed of by the Authorised Official in terms of the Spatial Land Use Management Act (SPLUMA) during the period from 24 February 2018 – 23 March 2018 as well as applications that served before the Municipal Planning Tribunal on 28 February 2018.

RESOLVED:

that cognisance be taken of the town planning applications disposed of by the Authorised Official in terms of SPLUMA for the period 24 February 2018 – 23 March 2018 as well as applications that served before the Municipal Planning Tribunal on 28 February 2018:

Spatial Land Use Management Act (SPLUMA) Approvals

1.	Erf 2410, Hermanus	28 February 2018
2.	Erf 1083, Hermanus	28 February 2018
3.	Erf 2196, Hermanus	8 March 2018
4.	Erf 8527, Kleinmond	12 March 2018
5.	Erf 91, Gansbaai	12 March 2018
6.	Erf 1041, Franskraal	12 March 2018
7.	Erf 5113, Onrustrivier	12 March 2018
8.	Erf 2677, Onrustrivier	12 March 2018
9.	Portions 188 and 189 of the farm Afdaks Rivier No. 575	12 March 2018
10.	Portion 365 of the farm Onrustrivier No. 585	12 March 2018
11.	Erf 3921, Kleinmond	23 March 2018
12.	Erf 4130, Onrustrivier	23 March 2018

Municipal Planning Tribunal

1.	Remainder of Farm 923, Hemel & Aarde Valley	28 February 2018
2.	Erf 4612, Hermanus	28 February 2018
3.	Erf 4118, Betty's Bay	28 February 2018
4.	Erf 6114, Hermanus	28 February 2018

RESPONSIBLE OFFICIAL :	R VAN ANTWERP
TARGET DATE FOR IMPLEMENTATION :	9 MAY 2018
TARGET DATE TO INFORM APPLICANT :	N/A
TARGET DATE TO INFORM OBJECTOR :	N/A

2.

**HERMANUS, A PORTION OF ERF 4565: LEASE AGREEMENT WITH HERMANUS SQUASH AND TENNIS CLUB :
DEVIATION FROM PARAGRAPH 20 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015**

7/2/3/1

M Erasmus

(028) 316-3724

Hermanus Administration

12 March 2018

EXECUTIVE SUMMARY

To obtain approval from the Executive Mayor to enter into a further lease agreement with Hermanus Squash and Tennis Club in respect of a portion of Erf 4565 Hermanus for the purpose of operating a squash and tennis club; and

To obtain approval from Council for the deviation from paragraph 20 of the Administration of Immovable Property Policy of 2015 allowing the Municipality to enter into a further lease agreement with Hermanus Squash and Tennis Club in respect of a portion of Erf 4565 Hermanus for the purpose of operating a squash and tennis club without following a public participation process.

RESOLVED:

that the renewal of the lease of Municipal Property, being a portion of Erf 4565 Hermanus, to Hermanus Squash and Tennis Club for operating a squash and tennis club for a period of 12 (TWELVE) months from 1 July 2018 at the monthly rental amount as to be determined in the tariffs for the 2018/2019 financial year in terms of the Administration of Immovable Property Policy of the Overstrand Municipality, **be approved subject to Council approving a deviation from paragraph 20 of the Administration of Immovable Property Policy.**

RECOMMENDATION TO THE COUNCIL:

that the deviation from paragraph 20 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Hermanus Squash and Tennis Club for a further period of 12 (TWELVE) months without following a public participation process, **be approved.**

RESPONSIBLE OFFICIAL :

M ERASMUS

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2018

TARGET DATE TO INFORM APPLICANT :

19 MAY 2018

TARGET DATE TO INFORM OBJECTOR :

N/A

3.

GANSBAAI, ERF 966 BLOMPARK: LEASE OF MUNICIPAL PROPERTY TO BLOMPARK IKAMVA JEUGONTWIKKELING EN REKENAARSENTRUM

7/2/3/1

M Erasmus

(028) 316-3724

Hermanus Administration

13 December 2017

EXECUTIVE SUMMARY

To obtain approval to enter into a further lease agreement with “Blompark Ikamva Jeugontwikkeling en Rekenaarsentrum”, hereinafter referred to as “Ikamva”, in respect of municipal property, being Erf 966 Blompark (407m² in extent) situated at 22 Aster Street, Blompark, for the management of a youth care centre and related activities.

RESOLVED:

1. that the lease of municipal property, being Erf 966 Blompark (407m² in extent) to “Blompark Ikamva Jeugontwikkeling en Rekenaarsentrum” for the purposes of managing a youth care centre and related activities at the rental amount of R131.58 (ONE HUNDRED AND THIRTY ONE RAND AND FIFTY EIGHT CENTS) (VAT excluded) per month for a period of 9 (NINE) years and 11 (ELEVEN) months as from 1 January 2018 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 tariffs stipulated in the Annual Budget as approved by Council, the next escalation to be on 1 July 2018.

RESPONSIBLE OFFICIAL :**M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****30 APRIL 2018****TARGET DATE TO INFORM APPLICANT :****10 APRIL 2018****TARGET DATE TO INFORM OBJECTOR :****N/A**

4.

STANFORD, ERF 547: CONSENT TO THE REMOVAL OF CONDITIONS E(1)(A) – (B) AND E(2) FROM TITLE DEED NUMBER T69599/2003

7/2/3/2/

A Le Roux

(028) 316 - 3724

Hermanus Administration

7 March 2018

EXECUTIVE SUMMARY

A request was received for Council to consent to the removal of conditions E(1)(a), (b) and E(2) from Title Deed number T69599/2003 as it has been fulfilled and has subsequently lapsed.

RECOMMENDATION TO THE COUNCIL:

1. that the removal of conditions E(1)(a), (b) and E(2) as contained in Title Deed number T69599/2003 due to it having lapsed, **be approved**; and
2. that the Municipal Manager be authorised to sign the required Deeds Office documents for the removal of above mentioned conditions.

RESPONSIBLE OFFICIAL :**A LE ROUX****TARGET DATE FOR IMPLEMENTATION:****23 MAY 2018****TARGET DATE TO INFORM APPLICANT:****2 MAY 2018****TARGET DATE TO INFORM OBJECTOR:****N/A**

5.

**HERMANUS, A PORTION OF ERF 4771 HERMANUS: LEASE AGREEMENT WITH BEVERLY & PAUL MARK LEWIN :
DEVIATION FROM PARAGRAPH 20.1(B) OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER LEASE AGREEMENT WITH BEVERLY & PAUL MARK LEWIN WITHOUT FOLLOWING A PUBLIC PARTICIPATION PROCESS**

7/2/3/1

M Erasmus
5 February 2018

(028) 316-3724

Hermanus Administration

EXECUTIVE SUMMARY

To obtain approval from the Executive Mayor to enter into a further lease agreement with Beverly and Paul Mark Lewin, hereinafter referred to as “the Applicants”, for a period of 1 (ONE) year in respect of a portion of Erf 4771 Hermanus (± 205 m² in extent) for gardening purposes and the retention of retaining walls and the boundary wall; and

To obtain approval from Council for the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy of 2015 allowing the Municipality to enter into a further lease agreement with the Applicants in respect of a portion of Erf 4771 Hermanus (± 205 m² in extent) for gardening purposes and the erection of retaining walls and the boundary wall without following a public participation process.

RESOLVED:

1. that the renewal of the lease of municipal property, being a portion of Erf 4771 Hermanus (± 205 m² in extent), to Beverly and Paul Mark Lewin for gardening purposes and the retention of retaining walls and the boundary wall for a period of 1 (ONE) year from 1 April 2018 at an amount of R2,107.54 (TWO THOUSAND ONE HUNDRED AND SEVEN RAND AND FIFTY FOUR CENTS) (VAT Excluded) per month in terms of the Administration of Immovable Property Policy of the Overstrand Municipality, **be approved** subject to Council approving a deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy; and
2. that the rental amount mentioned in 1 above escalate every year on 1 July by a percentage fixed in accordance with the prevailing consumer price index, the first escalation to be on 1 July 2018.

RECOMMENDATION TO THE COUNCIL:

that the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy in order to renew the current lease agreement with Beverly and Paul Mark Lewin for a further period of 1 (ONE) year without following a public participation process, **be approved.**

RESPONSIBLE OFFICIAL :	M ERASMUS
TARGET DATE FOR IMPLEMENTATION :	15 MAY 2018
TARGET DATE TO INFORM APPLICANT :	26 APRIL 2018
TARGET DATE TO INFORM OBJECTOR :	N/A

6.

HERMANUS: PORTIONS OF ERF 249 AND 832 HERMANUS, WRITE-BACK OF AMOUNTS RAISED, MACHIEL ADRIAAN DE KLERK

7/2/3/2

A Le Roux

(028) 316 3724

Hermanus Administration

12 March 2018

EXECUTIVE SUMMARY

The purpose of the report is to request Council to approve the writing back of an amount of R221,667.03 (TWO HUNDRED AND TWENTY ONE THOUSAND SIX HUNDRED AND SIXTY SEVEN RAND AND THREE CENTS) of Machiel Adriaan de Klerk (hereinafter referred to as 'De Klerk'), incurred in terms of a lease agreement entered into between himself and the Overstrand Municipality in relation to portion of Erf 249 and 832 Hermanus, also known as the Market Square Stalls.

RECOMMENDATION TO THE COUNCIL:

that the write-back of the arrear municipal account of Machiel Adriaan de Klerk for the leasing of a portion of Erf 249 and a portion of Erf 832 Hermanus, also known as the Market Square Stalls, in the amount of R221,667.03 (TWO HUNDRED AND TWENTY ONE THOUSAND SIX HUNDRED AND SIXTY SEVEN RAND AND THREE CENTS) for the period up to 30 June 2016, being the period where he at least had occupation of 13 of the 36 stalls, **be approved.**

RESPONSIBLE OFFICIAL :

**A LE ROUX
E HOONENBERG**

TARGET DATE FOR IMPLEMENTATION :

25 APRIL 2018

TARGET DATE TO INFORM APPLICANT :

N/A

TARGET DATE TO INFORM OBJECTOR :

N/A

The meeting adjourned at 10:12

DATE

D COETZEE – EXECUTIVE MAYOR