



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE /

IMIZUZU

DATE / DATUM / UMHLA : 28 JUNE / JUNIE / JUNI 2017

**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 28 JUNE 2017, AT 10:00

PRESENT/ TEENWOORDIG

Councillors were present as per attached attendance register.

**OFFICIALS PRESENT/
AMPTENARE TEENWOORDIG**

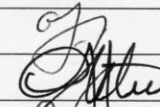
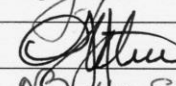
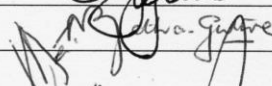
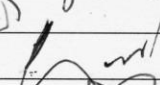
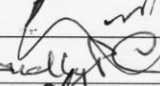
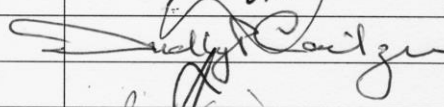

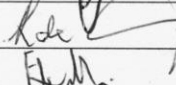

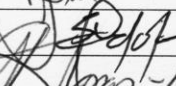
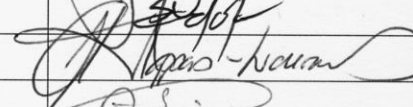
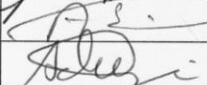
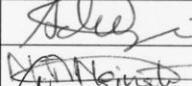
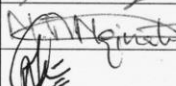
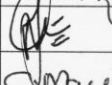
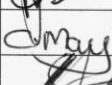
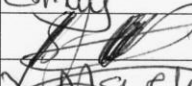
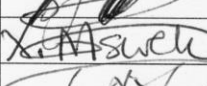
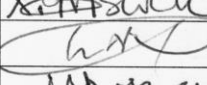
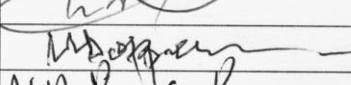
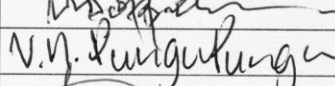
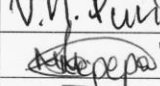
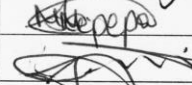


Mr C Groenewald, Municipal Manager
Ms S Reyneke-Naudé, Director : Finance
Mr R Williams, Director : Community Services
Ms D Arrison, Director : Management Services
Mr N Michaels, Director : Protection Services
Mr S Müller, Director : Infrastructure & Planning
Mr D Lakey, Senior Manager : Kleinmond
Administration
Mr F Myburgh, Senior Manager : Gansbaai
Administration
Mr D van der Heever : Chief Audit Executive
Ms A le Roux, Manager : Property Administration
Mr R Kuchar, Senior Manager : Town Planning &
Property Management
Ms N Zweni : Manager : Communication
Mr R Fraser, Chief : Traffic/Licences
Ms H van Tonder, Manager : Council Support
Services
Ms R Steenekamp, Media & Social Media
Co-ordinator
Mr A Gcotyelwa, Housing Officer Acting as
Interpreter
Ms S Carelse, PRO : Executive Mayor
Ms S Swart: Administrative Officer : Council
Support Services
ICT
Mr W Louw, Risk Officer (Intern)
Ms M de Villiers : Mayoral Committee Secretary
Ms G Erasmus, Clerk : Auditorium
Ms D Laing, Relief Clerk : Grade 2
Members of the Public

ALSO PRESENT:

MINUTES/.....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING
28 JUNE 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 |  |
| KLOPPERS-LOURENS J |  |
| KOMANI, AS |  |
| KRIGE, F |  |
| NQINATA, NNT |  |
| MACOTHA, VC |  |
| MAY, C |  |
| MOLEFE, B |  |
| MSWELI, X |  |
| NTSABO, L |  |
| OPPERMAN, M |  |
| PUNGUPUNGU, V |  |
| SAPEPA, NM |  |
| SMITH, RJ |  |
| TAFU-NWONKWO, CC |  |
| TEBELE, S |  |

1. OPENING

The meeting was opened with prayer by Cllr F Krige.

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

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 31 May 2017 at 10:00**

RESOLVED

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 31 May 2017 at 10:00, be confirmed.**

4. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE EXECUTIVE MAYOR/DEPUTY EXECUTIVE MAYOR

The Executive Mayor, Ald R Smith, wished councillors a pleasant recess period and thanked them for their contribution.

5.
**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR MAY 2017**

8/2/2

C Le Roux
08 June 2017

(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 May 2017.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for May 2017, **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 May 2017, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

6.
**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 –
CHAIRPERSON OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)**

5/12/1

S Reyneke-Naudé

(028) 313 8040

Corporate Head Office

20 June 2017

EXECUTIVE SUMMARY

To consider an increased salary, allowances and benefits for the Chairperson of a Section 79 Committee, titled the Municipal Public Accounts Committee (MPAC), with retrospective effect from 12 August 2016.

RECOMMENDATION TO THE COUNCIL:

that the salary and allowances in respect of the Chairperson of the MPAC, as a section 79 Committee, as provided for in Government Notice 313, dated 03 April 2017, **be approved** and be made applicable **with effect from 12 August 2016**, subject to the concurrence of same by the Provincial Minister of Local Government, Environmental Affairs and Development Planning.

RESPONSIBLE OFFICIAL :

**J VORSTER /
RETHA RUST**

TARGET DATE OF IMPLEMENTATION:

31 JULY 2017

7.

CONTRACT NO. SC1792/2017:**PROPOSED AMENDMENT: LEASE AGREEMENT FOR THE HAWSTON / ONRUS RADIO MAST SITE FOR HOSTING 7 ANTENNAE WITH RFG ELECTRONICS CC FOR A CONTRACT PERIOD ENDING 30 JUNE 2020**

8/2/2

**C Johnson
2017/06/15****(028) 313 8190****Hermanus Administration**

EXECUTIVE SUMMARY

The purpose of this report is to provide the necessary information and motivation on the proposed amendment of CONTRACT NUMBER SCD 2897/2016: Deviation: Lease agreement for the Hawston / Onrus radio mast site for hosting 7 antennae with RFG Electronics cc for a contract period ending 30 June 2017, in terms of the enabling provisions of Section 116(3) of the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 (MFMA), in order to enable the Council to make an informed decision whether to consent to the amendment of the contract.

RECOMMENDATION TO THE COUNCIL:

1. that **cognisance be taken** of the reasons for the proposed amendment of **Contract SC1792/2017** for lease agreement for the Hawston / Onrus radio mast site for hosting 7 antennae with RFG Electronics cc for a contract period ending 30 June 2020, in terms of the enabling provisions of Section 116(3) of the Local Government: Municipal Finance Management Act 2003 (Act 56 of 2003), and that the amendment be consented to; and
2. that **cognisance be taken** that no recommendations or representations were received from the local community by closing date, 4 May 2017.

RESPONSIBLE OFFICIAL :**C JOHNSON
M POTGIETER****TARGET DATE FOR IMPLEMENTATION :****1 JULY 2017**

**8.
AMENDMENTS TO THE 2017/2018 INDIGENT POLICY**

5/3/1/B

**S Reyneke-Naude
2017/06/20**

(028) 313 8040

Hermanus Administration

EXECUTIVE SUMMARY

The purpose of this report is to recommend to Council that the Indigent Policy be amended, to remove a restrictive condition in the policy. The restrictive condition was removed from the policy during 2016/2017, but was unfortunately not deleted from the Indigent Policy for 2017/2018, as approved by Council on 31 May 2017.

RECOMMENDATION TO THE COUNCIL:

that Clause 3(m) in the revised Indigent Policy for 2017/2018 **be deleted**.

RESPONSIBLE OFFICIAL :

S. REYNEKE-NAUDE

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2017

PORTFOLIO COMMITTEE :

FINANCE

Chairperson :

**Deputy Executive Mayor
Ald D Coetzee**

Committee Members :

**Cllrs K Brice, G Cohen,
S Tebele, X Msweli & B Molefe**

PORTEFEULJEKOMITEE :

FINANSIES

Voorsitter :

**Uitvoerende Onderburgemeester
Rdl D Coetzee**

Komiteelede :

**Rdle K Brice, G Cohen,
S Tebele, X Msweli & B Molefe**

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

PORTFOLIO COMMITTEE :

MANAGEMENT SERVICES

Chairperson :

Cllr R de Coning

Committee Members :

**Ald M Sapepa, Cllrs J Kloppers-Lourens,
M Opperman & N Nqinata**

PORTEFEULJEKOMITEE :

BESTUURSDIENSTE

Voorsitter :

Rdl R de Coning

Komiteelede :

**Rdh M Sapepa, Rdle J Kloppers-Lourens,
M Opperman & N Nqinata**

1.
BUSINESS CONTINUITY FRAMEWORK

2/B

A Riddles

(028) 313 5044

Corporate Head Office

29 May 2017

EXECUTIVE SUMMARY

To obtain Council's approval for the Business Continuity Framework, that has been reviewed by the Risk Management Committee.

RECOMMENDATION TO THE COUNCIL:

1. that the Business Continuity Framework **be approved**; and
2. that the Relationship between Business Continuity and Disaster Management **be noted**.

RESPONSIBLE OFFICIAL :

A RIDDLES

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2017

PORTFOLIO COMMITTEE :

PROTECTION SERVICES

Chairperson :

Cllr F Africa

Committee Members :

**Cllrs K Brice, C May,
V Macotha & S Kalolo**

PORTEFEULJEKOMITEE :

BESKERMINGSDIENSTE

Voorsitter :

Rdl F Africa

Komiteelede :

**Rdle K Brice, C May,
V Macotha & S Kalolo**

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

PORTFOLIO COMMITTEE :

COMMUNITY SERVICES

Chairperson :

Cllr A Komani

Committee Members :

**Ald N Botha-Guthrie, Cllrs L Ntsabo,
V Pungupungu & S Kalolo**

PORTEFEULJEKOMITEE :

GEMEENSKAPSDIENSTE

Voorsitter :

Rdl A Komani

Komiteelede :

**Rdh N Botha-Guthrie, Rdle L Ntsabo,
V Pungupungu & S Kalolo**

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

PORTFOLIO COMMITTEE :
ECONOMIC DEVELOPMENT & TOURISM

Chairperson :

Cllr E Gillion

Committee Members :

**Cllrs F Krige, L Ntsabo,
S Tebele & C Tafu-Nwonkwo**

PORTEFEULJEKOMITEE :
EKONOMIESE ONTWIKKELING & TOERISME

Voorsitter :

Rdl E Gillion

Komiteelede :

**Rdle F Krige, L Ntsabo,
S Tebele & C Tafu-Nwonkwo**

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

**PORTFOLIO COMMITTEE :
INFRASTRUCTURE & PLANNING**

Chairperson :

Cllr D Botha

Committee Members :

**Cllrs G Cohen, F Krige,
S Tebele & V Pungupungu**

**PORTEFEULJEKOMITEE :
INFRASTRUKTUUR & BEPLANNING**

Voorsitter :

Rdl D Botha

Komiteelede :

**Rdle G Cohen, F Krige,
S Tebele & V Pungupungu**

**1.
TOWN- & SPATIAL PLANNING REPORT WITH REGARD TO APPLICATIONS
CONSIDERED IN TERMS OF DELEGATED AUTHORITY : APRIL 2017 – MAY 2017**

15/3/11

R van Antwerp
20 May 2017

(028) 313 8039

Hermanus Administration

EXECUTIVE SUMMARY

To report on applications disposed of by the Authority Officer in terms of the Spatial Land Use Management Act (SPLUMA) during the period from 21 April 2017 – 19 May 2017 as well as the applications that served before the Municipal Planning Tribunal on 26 April 2017:

RESOLVED:

that cognisance be taken of the town planning applications disposed of by the Authorised Official in terms of SPLUMA for the period 21 April 2017 – 19 May 2017, as well as the applications that served before the Municipal Planning Tribunal on 26 April 2017:

Spatial Land Use Management Act (SPLUMA) Approvals

| | | |
|-----|--|---------------|
| 1. | Erf 12019, Mount Pleasant | 28 April 2017 |
| 2. | Erf 8378, Hemel & Aarde Estate, Hermanus | 28 April 2017 |
| 3. | Erf 844, Sandbaai | 28 April 2017 |
| 4. | Farm 764 | 28 April 2017 |
| 5. | Erven 3783 and 3931, Onrustrivier | 28 April 2017 |
| 6. | Erf 1096, Hermanus | 28 April 2017 |
| 7. | Erf 3921, Betty's Bay | 18 May 2017 |
| 8. | Erf 401, Sandbaai | 18 May 2017 |
| 9. | Erf 4509, Betty's Bay | 18 May 2017 |
| 10. | Erf 7530, Hermanus | 18 May 2017 |
| 11. | Erf 178, Franskraal | 18 May 2017 |
| 12. | Erf 3679, Kleinmond | 18 May 2017 |
| 13. | Erf 1032, Pringle Bay | 18 May 2017 |
| 14. | Erf 1204 and 1205, Franskraal | 18 May 2017 |
| 15. | Erf 3791, Hermanus | 18 May 2017 |
| 16. | Erf 1359, Hermanus | 18 May 2017 |
| 17. | Erf 4086, Hermanus | 18 May 2017 |
| 18. | Erf 1, Stanford | 18 May 2017 |
| 19. | Erf 8329, Kleinmond | 18 May 2017 |

Municipal Planning Tribunal

| | | |
|----|--------------------|---------------|
| 1. | Erf 505, Vermont | 26 April 2017 |
| 2. | Erf 1548, Sandbaai | 26 April 2017 |

RESPONSIBLE OFFICIAL : R VAN ANTWERP

TARGET DATE FOR IMPLEMENTATION : 12 JULY 2017

TARGET DATE TO INFORM APPLICANT : N/A

TARGET DATE TO INFORM OBJECTOR : N/A

2.

HERMANUS: RECTIFICATION OF THE RENTAL PERIOD IN THE MAYORAL COMMITTEE RESOLUTION DATED 31 MAY 2017 FOR THE LEASE OF A PORTION OF ERF 243 HERMANUS TO SPRINGSWEG NIGEL EIENDOMME (PTY) LTD T/A HEIDELBERG, NIGEL AND HERMANUS NISSAN

7/2/3/2

**M Erasmus
31 May 2017**

(028) 316 - 3724**Hermanus Administration**

EXECUTIVE SUMMARY

To obtain approval for the rectification of the lease period indicated in condition 1 of the Mayoral Committee resolution dated 31 May 2017 for the lease of a portion of Erf 243 Hermanus to Springsweg Nigel Eiendomme (Pty) Ltd t/a Heidelberg, Nigel and Hermanus Nissan.

RESOLVED:

that condition 1 of the Mayor's resolution dated 31 May 2017 be rectified to reflect the correct dates for the lease period as 1 June 2016 to 31 May 2019.

RESPONSIBLE OFFICIAL :**M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****31 JULY 2017****TARGET DATE TO INFORM APPLICANT :****N/A**

3.

HERMANUS: RECTIFICATION OF THE PROPERTY SIZE IN COUNCIL RESOLUTION DATED 31 MAY 2017 FOR THE TRANSFER OF UNREGISTERED ERF 12199 HERMANUS FOR INDUSTRIAL PURPOSES

7/2/3/2

**A Le Roux
31 May 2017**

(028) 316 - 3724**Hermanus Administration**

EXECUTIVE SUMMARY

To obtain approval for the rectification of the property size indicated in condition 1 of Council resolution dated 31 May 2017 for the transfer of unregistered Erf 12199 Hermanus for industrial purposes to Massbuild (Pty) Ltd t/a Builders Express.

RECOMMENDATION TO THE COUNCIL:

that condition 1 of Council resolution dated 31 May 2017 be rectified to reflect the correct size of the unregistered Erf 12199 Hermanus to be 2,4818 ha in extent.

RESPONSIBLE OFFICIAL :**A LE ROUX****TARGET DATE FOR IMPLEMENTATION :****31 JULY 2017****TARGET DATE TO INFORM APPLICANT :****N/A**

4.

**ERF 8168, 104 MAIN ROAD, KLEINMOND, OVERSTRAND MUNICIPAL AREA :
SUBDIVISION, REZONING AND AMENDMENT OF SPATIAL DEVELOPMENT
FRAMEWORK: MESSRS PLAN ACTIVE ON BEHALF OF THE GRAIL CENTRE
TRUST**

8168 KKM (3236)

H van der Stoep

10 October 2016

(028) 313 8900

Hermanus Administration

EXECUTIVE SUMMARY

An application has been received on 3 July 2014 from Messrs Plan Active Town and Regional Planners on behalf of the Grail Centre Trust for the establishment of a small shopping centre on proposed Portion A of Erf 8168, Kleinmond (a portion of Erf 4880, Kleinmond).

The following applications were received:

- ❖ Subdivision of Erf 8168 (a portion of Erf 4880), Kleinmond to create 1 new portion (Portion A of ± 8840m²) and a Remainder (± 19 038m²);
- ❖ Rezoning of the subdivided Portion A from Special Zone to Business Zone II, and
- ❖ Amendment of the Overstrand Municipal Spatial Development Framework, 2006 (SDF) in order to accommodate the business premises as proposed (Portion A).

RESOLVED:

1. that, in terms of Section 24 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985), the application received for the subdivision of Erf 8168 (a portion of Erf 4880), Kleinmond to create 1 new portion (Portion A of ± 8840m²) and a Remainder (± 19 038m²), **be approved**;
2. that, in terms of Sections 17 and 22(i)(a) of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985), the application received for the rezoning of the subdivided Portion A from Special Zone to Business Zone II, **be approved**, subject to the following conditions:
 - (a) that a right-of-way access be registered in favour of Erven 8167 and 8166, Kleinmond;
 - (b) that the height be restricted to 8,5 m;
 - (c) that a Site Development Plan be submitted for approval reflecting the proposed Site Development Plan as was submitted with the application;
 - (d) that the Site Development Plan complies with the parameters as per the Overstrand Zoning Scheme with specific reference to the loading area;

- (e) that this approval does not absolve the applicant from compliance with any other relevant legislation;
 - (f) that all other development parameters as prescribed in the relevant Zoning Scheme be complied with;
 - (g) that building plans be submitted to the Building Control Department for approval and that all conditions of the Building and Fire Department be complied with at that stage;
 - (h) that all the conditions imposed in the Services Report be complied with; and
 - (i) that all the conditions imposed by the Western Cape Government: Transport and Public Works be complied with.
3. that the applicant be notified of his right of appeal in terms of Section 62 of the Local Government : Municipal Systems Act No 32 of 2000 with regard to the above decision.

RECOMMENDATION TO THE COUNCIL:

that, in terms of Sections 4(7) and 34 of the Local Government: Municipal Systems Act (Act 32 of 2000) for the Amendment of the Overstrand Municipal Spatial Development Framework in order to accommodate the business premises as proposed (Portion A), **be approved.**

RESPONSIBLE OFFICIAL : H VAN DER STOEP

TARGET DATE FOR IMPLEMENTATION : 12 JULY 2017

TARGET DATE TO INFORM APPLICANT : 12 JULY 2017

TARGET DATE TO INFORM OBJECTORS : 12 JULY 2017

THE MEETING STOOD DOWN AT 10:40

THE MEETING RESUMED AT 10:55

5.
OVERSTRAND SOCIO-ECONOMIC STUDY CLOSE-OUT REPORT

17/5/5/2/4

A Jacobs

11 May 2017

(028) 313 5075

Hermanus Administration

EXECUTIVE SUMMARY

The need to conduct a socio-economic assessment in order to get a better understanding of the extent and nature of the housing need and demand within the Overstrand Municipal area was identified by the Municipality. After engaging in discussions and meetings with the Provincial Departments of Human Settlements (DoHS) and Environmental Affairs and Development Planning (DEA&DP) funding for the study was approved by Province subject to the Municipality also making a contribution and the study was commenced with during March 2015. A report informing Council of the study was presented at the Council meeting of February 2015, where it was noted. A copy of this report and resolution is attached as Annexures B and C to the agenda, respectively.

The study was completed at the end of 2016 and the purpose of this report is now to inform Council about the outcome of the study and recommendations made in the final report. A copy of the Executive Summary which includes the recommendations is attached as Annexure A to the agenda, and the full report will be published on the Municipality's website.

RECOMMENDATION TO THE COUNCIL:

that the findings and recommendations made in the final report of the Overstrand Socio-economic Study, **be noted**.

| | |
|---|---------------------|
| RESPONSIBLE OFFICIAL : | A JACOBS |
| TARGET DATE FOR IMPLEMENTATION : | 28 JUNE 2017 |
| TARGET DATE TO INFORM APPLICANT: | N/A |
| TARGET DATE TO INFORM OBJECTOR: | N/A |

The meeting adjourned at 10:58

DATE

R SMITH – EXECUTIVE MAYOR