



**ORDINARY MEETING OF THE MAYORAL  
COMMITTEE**

**GEWONE VERGADERING VAN DIE  
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI  
KASODOLOPHU**

**MINUTES / NOTULE /**

**IMIZUZU**

**DATE / DATUM / UMHLA : 27 MARCH / MAART / MATSHI  
2024**

**VENUE / PLEK / INDAWO : BANQUETING HALL,  
CIVIC CENTRE,  
HERMANUS**

**TIME / TYD / IXESHA : 08:12**

# OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

**MINUTES OF AN ORDINARY MEETING OF THE  
MAYORAL COMMITTEE  
HELD IN THE BANQUETING HALL  
ON 27 MARCH 2024 AT 08:12**

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**PRESENT:**

Councillors were present as per attached attendance register.

**OFFICIALS PRESENT:**

Mr D O'Neill, Municipal Manager  
Ms S Reyneke-Naudé, Director : Finance  
Mr N Michaels, Director : Protection Services  
Mr S Madikane, Director : LED  
Ms D Arrison, Director : Management Services  
Mr S Müller, Director : Infrastructure & Planning  
Mr S Swartz, Director : Community Services  
Mr R Kuchar, Senior Manager : Town & Spatial  
Planning  
Ms A Le Roux, Manager : Property Administration  
Ms R Louw, Senior Manager : Strategic Services  
Mr T Louw, Technical Support : Auditorium  
Mr A Lekay, Senior Clerk  
Ms S Swart: Administrative Officer : Council  
Support Services








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**MINUTES/.....**

OVERSTRAND MUNICIPALITY  
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING

27 MARCH 2024

ALDERMEN/COUNCILLORS	SIGNATURE
RABIE, AL	
AFRICA, F	
GILLION, E	
LERM, CH	
NTSABO, L	
NUTT, R	
WILLIAMS, S	

**1. OPENING**

The Executive Mayor, Ald A Rabie, opened the meeting and allowed a moment of silence. The Municipal Manager, Mr D O'Neill, read the convening notice.

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

**Cllr C Lerm**

**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 Tuesday, 13 February 2024 at 14:00****RESOLVED:**

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **13 February 2024 at 14:00, be confirmed**.

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

- Salga Matters: the Executive Mayor, Ald A Rabie, referred to a meeting of Salga which had to be cancelled due to a lack of a quorum, although the agenda was more than 1000 pages long. She further reiterated the fact that the Overstrand Municipality should step out of Salga.
- The Executive Mayor, Ald A Rabie, informed the meeting that she will pronounce at today's council meeting around the conversation on expropriation of land as submitted by the Alliance of Citizens for Change (ACC).

5.

**A PORTION OF REMAINDER ERF 249 HERMANUS, ±12M<sup>2</sup> IN EXTENT (A PORTION OF ROAD RESERVE CURRENTLY USED BY DAL-ITALIA DELI & COFFEE SHOP) SITUATED AT 13 ABERDEEN STREET, HERMANUS: CESSION OF LEASE AGREEMENT FROM LIANE FLORENCE FREW TO ABERDEEN CENTRE (PTY) LTD**

**A Le Roux  
24 January 2024**

**Manager: Property Administration**

**(028) 316 - 5623**

### **EXECUTIVE SUMMARY**

To obtain approval to cede the lease agreement entered into between Overstrand Municipality and Liane Florence Frew (hereinafter referred to as “the Lessee”) to Aberdeen Centre (Pty) Ltd (hereinafter referred to as “the Applicant”) for the remainder of the initial lease period of 9 (NINE) years and 11 (ELEVEN) months in respect of a portion of Remainder Erf 249 Hermanus (±12m<sup>2</sup> in extent), situated at 13 Aberdeen Street, Northcliff, Hermanus (hereinafter referred to as “the Property”), for the placing of tables and chairs in front of the restaurant on the sidewalk, for restaurant seating purposes.

### **RESOLVED:**

that the cession of the lease agreement for municipal property, being a portion of Remainder Erf 249 Hermanus (±12m<sup>2</sup> in extent), from Liane Florence Frew to Aberdeen Centre (Pty) Ltd, **be approved.**

**RESPONSIBLE OFFICIAL:**

**R OCTOBER**

**TARGET DATE FOR IMPLEMENTATION:**

**8 APRIL 2024**

**TARGET DATE TO INFORM APPLICANT:**

**15 APRIL 2024**

**TARGET DATE TO INFORM OBJECTOR:**

**N/A**

**6.  
PARTIAL AMENDMENT OF MAYORAL COMMITTEE RESOLUTION DATED  
12 APRIL 2023 FOR THE CESSION OF LEASE AGREEMENTS FROM VODACOM  
(PTY) LTD TO VODACOM TOWER COMPANY (PTY) LTD FOR VARIOUS  
PORTIONS OF MUNICIPAL PROPERTIES**

**A Le Roux  
25 January 2024**

**Manager: Property Administration**

**(028) 316 5623**

**EXECUTIVE SUMMARY**

To obtain approval for the amendment of the name of the cessionary as stipulated in the Mayoral Committee's Resolution dated 12 April 2023, from Vodacom Tower Company (Pty) Ltd, herein referred to as "TowerCo", to Mast Services (Pty) Ltd, herein referred to as "Mast Services".

**RESOLVED:**

that the cession of the lease agreements for the municipal properties below, from Vodacom (Pty) Ltd to Mast Services (Pty) Ltd, **be approved:**

- a) A portion of Erf 4833 Hermanus;
- b) A portion of Remainder Erf 1253 Hermanus;
- c) Erf 5551 Onrustrivier;
- d) A portion of Portion 32 of Farm No 711;
- e) A portion of Remainder Erf 294 Stanford; and
- f) A portion of Remainder Erf 5462 Kleinmond

**RESPONSIBLE OFFICIAL :**

**R OCTOBER**

**TARGET DATE FOR IMPLEMENTATION :**

**8 APRIL 2024**

**TARGET DATE TO INFORM APPLICANT :**

**15 APRIL 2024**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

7.

**ERF 594 STANFORD, SITUATED NEXT TO THE R43 MAIN ROAD, STANFORD:  
RENEWAL OF LEASE TO CHRISTOPHER JOHN CARSTENS****A Le Roux  
30 January 2024****Manager: Property Administration****(028) 316 - 5623****EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Christopher John Carstens (hereinafter referred to as “the Lessee”) in respect of Erf 594 Stanford (3,7479ha in extent), situated next to the Main Road, Stanford (hereinafter referred to as “the Property”), for a period of 5 (FIVE) years for the purpose of planting indigenous vegetation and cultivation of buffalo grass.

**RESOLVED:**

1. that the renewal of the lease of municipal property, being Erf 594 Stanford (3,7479ha in extent), situated next to the R43 Main Road, Stanford, to Christopher John Carstens for the purpose of planting indigenous vegetation and cultivation of buffalo grass at the rental amount of R3,065.00 (THREE THOUSAND AND SIXTY-FIVE RAND) (VAT Excluded) per month for a period of 5 (FIVE) years from 1 January 2024 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 annually on 1 July in accordance with the consumer price index (all items), the first escalation to be on 1 July 2024.

**RESPONSIBLE OFFICIAL :****R OCTOBER****TARGET DATE FOR IMPLEMENTATION :****8 APRIL 2024****TARGET DATE TO INFORM APPLICANT :****15 APRIL 2024****TARGET DATE TO INFORM OBJECTOR :****N/A**

8.

**A PORTION OF REMAINDER ERF 243 HERMANUS: RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO KEE PROPERTY INVESTMENTS (PTY) LTD (OSKAR'S RESTAURANT) SITUATED IN HIGH STREET, HERMANUS**

**A Le Roux**  
**24 January 2024**

**Manager: Property Administration**

**(028) 316 5623**

**EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with KEE Property Investments (Pty) Ltd, hereinafter referred to as "the Applicant", in respect of a portion of Remainder Erf 243 Hermanus ( $\pm 40,6\text{m}^2$  in extent), hereinafter referred to as "the Property", situated in High Street, Northcliff, Hermanus for a period of 9 (NINE) years and 11 (ELEVEN) months for the purpose of a counter and tables and chairs for outdoor restaurant seating purposes.

**RESOLVED:**

1. that the lease of municipal property, being a portion of Remainder Erf 243 Hermanus ( $\pm 40,6\text{m}^2$  in extent), to KEE Property Investments (Pty) Ltd, for the purpose of a counter and tables and chairs for outdoor restaurant seating purposes at a rental amount of R35.91 (THIRTY-FIVE RAND AND NINETY-ONE CENTS) (VAT excluded) per square metre per month for a further period of 9 (NINE) years and 11 (ELEVEN) months from 1 January 2024 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 annually on 1 July in accordance with the tariffs stipulated in the Annual Budget as approved by Council, next escalation to be on 1 July 2024.

**RESPONSIBLE OFFICIAL :**

**R OCTOBER**

**TARGET DATE FOR IMPLEMENTATION :**

**8 APRIL 2024**

**TARGET DATE TO INFORM APPLICANT :**

**15 APRIL 2024**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**



**9.  
SIGNED REVISED PERFORMANCE PLANS OF THE MM AND CFO FOR 2023/24**

**RG Louw                      Senior Manager: Strategic Services  
26 February 2024**

**(028) 313 8071**

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**EXECUTIVE SUMMARY**

The purpose of this report is for Council to note the signed revised performance plans of the Municipal Manager (MM) and Director: Financial Services (CFO) for the 2023/24 financial year.

**RECOMMENDATION TO THE COUNCIL:**

that the signed revised performance plans of the Municipal Manager and CFO **be noted.**

**RESPONSIBLE OFFICIAL :**

**RG LOUW**

**TARGET DATE FOR IMPLEMENTATION :**

**IMMEDIATELY**

**10.  
MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)  
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR FEBRUARY 2024**

**C Le Roux  
04 March 2024**

**Deputy Director: Finance & SCM**

**(028) 313 8107**

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**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, approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for February 2024.

**RECOMMENDATION TO THE COUNCIL:**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for February 2024, **be noted**;
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for February 2024, **be noted**; and
3. that the awards made through the Bid Committee system, formal written price quotations in excess of R30 000 and price quotations below R30 000 for February 2024, **be noted**.

**RESPONSIBLE OFFICIAL :**

**C LE ROUX**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**

11.

**CONSIDERATION OF THE 2022/23 ANNUAL REPORT AND ADOPTION OF AN OVERSIGHT REPORT**

RG Louw

Senior Manager: Strategic Services

15 March 2024

(028) 313 8071

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**EXECUTIVE SUMMARY**

The purpose of this report is to consider the 2022/2023 Annual Report and to adopt an Oversight Report. **FOR PURPOSES OF CONSIDERING THIS ITEM COUNCILLORS ARE REQUESTED TO ALSO REFER TO THE ANNUAL REPORT, WHICH WAS TABLED ON 31 JANUARY 2024.**

**RECOMMENDATION TO THE COUNCIL:**

that, in terms of Section 129 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA) and having duly considered the 2022/23 Annual Report of the Overstrand Municipality and the content of this item, the said report **be approved** without reservation.

**RESPONSIBLE OFFICIAL :****RG LOUW****TARGET DATE FOR IMPLEMENTATION :****NOT APPLICABLE**

12.

**DRAFT INTEGRATED DEVELOPMENT PLAN (IDP) REVIEW AND PROPOSED AMENDMENT FOR 2024/25**

RG Louw

Senior Manager: Strategic Services

15 March 2024

(028) 313 8071

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**EXECUTIVE SUMMARY**

The purpose of this report is to table the draft reviewed IDP and proposed amendment for the 2024/25 financial year. This will be the 2<sup>nd</sup> reviewed document and 3<sup>rd</sup> proposed amendment for the 2022/2027 IDP cycle.

**RECOMMENDATION TO THE COUNCIL:**

1. that the draft IDP review and proposed amendment for 2024/25 **be noted**; and
2. that the draft IDP review and proposed amendment for 2024/25 **be advertised** for public comment in order for Council to consider the final document during the May 2024 Council meeting.

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

13.

**DRAFT WATER SERVICES DEVELOPMENT PLAN FOR 2024/25**

H Blignaut

Deputy Director : Engineering Planning

23 February 2024

(028) 313 5047

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**EXECUTIVE SUMMARY**

The purpose of this report is to table the Draft Water Services Development Plan (WSDP), also known as the IDP Water Services Sector Input Report, for the 2024/25 financial year.

**RECOMMENDATION TO THE COUNCIL:**

1. that the Draft Water Services Development Plan (WSDP) for 2024/25 **be noted**; and
2. that it furthermore **be noted** that the Final Draft WSDP for 2024/25, with inputs from the public and other stakeholders taken into consideration, is to be submitted for approval at the Council meeting to be held on 31 May 2024.

**RESPONSIBLE OFFICIAL:****H BLIGNAUT****TARGET DATE FOR IMPLEMENTATION:****1 JULY 2024****TARGET DATE TO INFORM APPLICANT:****NOT APPLICABLE****TARGET DATE TO INFORM OBJECTOR:****NOT APPLICABLE**

14.  
**REVIEW OF THE DRAFT DISASTER MANAGEMENT PLAN**

**NJ Michaels**  
**26 February 2024**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

The purpose of this report is to present to council a Disaster Management Plan aimed to identify, reduce or prevent disasters from happening and mitigate or minimise the impacts of disasters which are inevitable.

**RECOMMENDATION TO THE COUNCIL:**

1. that the Overstrand Municipality Disaster Management Plan, **be noted**; and
2. that it furthermore **be noted** that the Final Disaster Management Plan, with inputs from the public and other stakeholders taken into consideration, is to be submitted to Council for approval at its meeting to be held on 31 May 2024.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS**  
**L SMITH**

**TARGET DATE FOR IMPLEMENTATION :**

**1 JULY 2024**

15.

**OVERSTRAND: DRAFT CAPITAL EXPENDITURE FRAMEWORK**

R Kuchar

Senior Manager: Town &amp; Spatial Planning

26 February 2024

(028) 313 8087

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**EXECUTIVE SUMMARY**

The Overstrand Municipality was one of the Municipalities chosen by Provincial Administration for a project funded by the DBSA for the development of a Capital Expenditure Framework. This is to form part of the Overstrand Municipal Spatial Development Framework.

This item serves to provide council with the proposed Draft Capital Expenditure Framework.

This item also serves to set out the way forward in order to include a Capital Expenditure Framework into the Overstrand SDF.

**RECOMMENDATION TO THE COUNCIL:**

1. that the Draft Capital Expenditure Framework be noted; and
2. that the Draft Capital Expenditure Framework forms part of the Spatial Development Framework Review for the 2024/25 and 2025/26 financial year.

**RESPONSIBLE OFFICIAL:****R KUCHAR****TARGET DATE FOR IMPLEMENTATION:****4 JUNE 2024****TARGET DATE TO INFORM APPLICANT:****N/A****TARGET DATE TO INFORM OBJECTOR:****N/A**

16.

**DRAFT BUDGET FOR 2024/2025, INDICATIVE BUDGET FORECASTS FOR 2025/2026 TO 2026/2027 AND DRAFT BUDGET RELATED POLICIES****BA King**  
**17 March 2024****Senior Manager: Financial Services****(028) 313 8154**

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**EXECUTIVE SUMMARY**

The purpose of this report is to table the Draft Budget for 2024/2025, indicative budget forecasts for 2025/2026 to 2026/2027 and draft budget related policies.

**RECOMMENDATION TO THE COUNCIL:**

1. that the tabling of the Draft Budget for 2024/2025, indicative budget forecasts for 2025/2026 to 2026/2027 and the draft budget related policies **be noted**; and
2. that the Draft Budget for the 2024/2025 MTREF **be advertised** for public comment in order for Council to consider the final budget at a Council meeting to be held on 31 May 2024.

**RESPONSIBLE OFFICIALS:****S REYNEKE-NAUDE**  
**BA KING****TARGET DATE FOR IMPLEMENTATION:****TO BE NOTED**



**17.  
DRAFT TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION  
PLAN (SDBIP) FOR 2024/25**

**RG Louw  
18 March 2024**

**Senior Manager: Strategic Services**

**(028) 313 8071**

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**EXECUTIVE SUMMARY**

The purpose of this report is to notify Council of the Draft Top Layer Service Delivery and Budget Implementation Plan (SDBIP) for 2024/25.

**RECOMMENDATION TO THE COUNCIL:**

that the draft Top Layer Service Delivery and Budget Implementation plan (SDBIP) for 2024/25 be noted.

**RESPONSIBLE OFFICIAL :**

**RG LOUW**

**TARGET DATE FOR IMPLEMENTATION :**

**NOT APPLICABLE**

**The meeting adjourned at 09:40**

10/04/2024  
**DATE**

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**DR. A RABIE - EXECUTIVE MAYOR**