



**ORDINARY MEETING OF THE MAYORAL  
COMMITTEE**

**GEWONE VERGADERING VAN DIE  
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI  
KASODOLOPHU**

**MINUTES / NOTULE /**

**IMIZUZU**

**DATE / DATUM / UMHLA : 15 NOVEMBER / NOVEMBA 2023**  
**VENUE / PLEK / INDAWO : BANQUETING HALL,  
CIVIC CENTRE,  
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  
ON 15 NOVEMBER 2023, AT 10:00**

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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 J Solomons, Senior Manager : Operational Services  
Mr R Kuchar, Senior Manager : Town & Spatial Planning  
Mr A Gcotyelwa, Acting Senior Manager: Corporate Projects  
Ms H van Tonder, Manager : Council Support Services  
Ms G Erasmus, Clerk : Auditorium  
Ms S Swart: Administrative Officer : Council Support Services


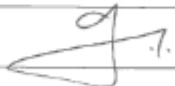


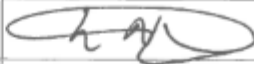


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**MINUTES/.....**

OVERSTRAND MUNICIPALITY  
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING

15 NOVEMBER 2023

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**

None

**3. CONFIRMATION OF MINUTES****3.1 Minutes of an Ordinary Meeting of the Mayoral Committee held on Wednesday, 16 August 2023 at 10:00****RESOLVED:**

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **16 August 2023 at 10:00, be confirmed.**

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

- Salga Matters : the Executive Mayor, Ald A Rabie, expressed her concern about Salga Working Group meetings that have been cancelled a few times during the past year. She requested the Municipal Manager to write a letter to Salga, enquiring why meetings are cancelled so often. The Executive Mayor then further informed the meeting that the national executive of the Salga Emergency Services, Disaster Management and Public Safety Working Group will visit the Overstrand Municipality on 16 November 2023 as the Municipality was chosen as a result of its rapid response to get the town back to normal after the storm damages.
- The Executive Mayor, Ald A Rabie, informed the meeting that the R320 was opened with a stop/go system in place, and that this will result in the economy returning to the Hemel-en-Aarde Valley. She also reported that she has asked Minister T Simmers for an update on the status of the repair work to Clarence Drive; it is still on track.
- The Executive Mayor, Ald A Rabie, reported to the meeting that she has addressed a letter to Minister A Bredell asking him to request DAFF not to allow kelp removal and other activities on the beach between Betty's Bay and Rooi Els as it is currently the breeding season of the Black Oystercatcher.
- The Executive Mayor, Ald A Rabie, referred to the repair of Fernkloof Drive and reported that she has received a letter from the Hermanus Heights Village Association which stated that the Municipality should not use the

floods as an excuse to repair the road, which statement was not well received. She reaffirmed that Fernkloof Drive needs to be repaired to the state in which it was before the floods.

5.  
**OVERSTRAND MUNICIPALITY: PUBLIC PLACE TRADING POLICY**

R Kuchar                      Senior Manager : Town & Spatial Planning  
4 October 2023

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(028) 313 8019

**EXECUTIVE SUMMARY**

A draft policy was presented to the Executive Mayor on 11 October 2022. The decision was to advertise it for public comment.

The item serves to provide council with the comments received and amendments made to the Public Place Trading Policy for the Overstrand area. The policy with the amendments is to be presented to Council for adoption.

**RECOMMENDATION TO THE COUNCIL:**

that the Overstrand Municipality: Public Place Trading Policy **be accepted** by Council for adoption.

**RESPONSIBLE OFFICIAL :**

**R KUCHAR**

**TARGET DATE FOR IMPLEMENTATION :**

**6 DECEMBER 2023**

**PORTFOLIO COMMITTEE :**

**PROTECTION SERVICES**

**Chairperson :**

**Cllr L Ntsabo**

**Committee Members :**

**Cllrs H Lombard, S Fourie,  
C Tafu-Nwonkwo & M Grimbeek**

**1.  
MONTHLY MONITORING REPORT FOR THE PERIOD 01 JULY – 31 JULY 2023:  
DIRECTORATE: PROTECTION SERVICES**

**N Michaels  
16 August 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

To report on the functioning and activities of the Directorate: Protection Services for the period 01 July – 31 July 2023.

**RESOLVED:**

that the Monthly Monitoring Report of the functioning and activities of the Directorate: Protection Services for the period 01 July – 31 July 2023, **be noted**.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**



2.

**MONTHLY MONITORING REPORT FOR THE PERIOD 01 AUGUST – 31 AUGUST 2023: DIRECTORATE: PROTECTION SERVICES****N Michaels  
11 September 2023****Director: Protection Services****(028) 313 8054**

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**EXECUTIVE SUMMARY**

To report on the functioning and activities of the Directorate: Protection Services for the period 01 August – 31 August 2023.

**RESOLVED:**

that the Monthly Monitoring Report of the functioning and activities of the Directorate: Protection Services for the period 01 August – 31 August 2023, **be noted**.

**RESPONSIBLE OFFICIAL :****NJ MICHAELS****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

**3.  
OVERSTRAND MUNICIPALITY DISASTER MANAGEMENT ANNUAL REPORT**

**NJ Michaels  
14 September 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

Section 50 of the Disaster Management Act states that each municipality must submit a report annually on disaster management activities.

The purpose of this report is thus to report on such activities during the financial year 1 July 2022 – 30 June 2023.

**RECOMMENDATION TO THE COUNCIL:**

that the Overstand Municipality Disaster Management Annual Report 2022/2023 **be noted.**

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS  
L SMITH**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

4.

**OVERSTRAND MUNICIPALITY DISASTER MANAGEMENT DIRECTIVES**

NJ Michaels

Director: Protection Services

14 September 2023

(028) 313 8054

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**EXECUTIVE SUMMARY**

Previous disaster management directives were issued and signed in 2014; since then, new directives were signed to ensure that directorates remain current with their own disaster programmes. The Disaster Management Policy stipulates that disaster risk management is everybody's responsibility. The purpose of this report is to update the directives as signed in 2023.

**RESOLVED:**

that the updated Disaster Management Directives **be noted**.

**RESPONSIBLE OFFICIAL :****NJ MICHAELS****L SMITH****TARGET DATE FOR IMPLEMENTATION :****29 NOVEMBER 2023**

5.  
**OVERSTRAND MUNICIPALITY FIRE SEASON PLAN FOR FIRE & EMERGENCY SERVICES, DISASTER MANAGEMENT AND SECURITY SERVICES**

**NM Michaels**  
**13 September 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

The purpose of this report is for Council to take note of the Fire Season Plan for the Overstrand Fire & Emergency Services, Disaster Management and Security Services department. The fire season annually commences on 1 November and runs until 31 May

**RESOLVED:**

that the Overstrand Fire & Emergency Services, Disaster Management and Security Services Fire Season Plan **be noted**.

**RESPONSIBLE OFFICIAL :**

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

**TARGET DATE FOR IMPLEMENTATION :**

**29 NOVEMBER 2023**

**6.  
OVERSTRAND MUNICIPALITY FESTIVE SEASON PLAN FOR FIRE &  
EMERGENCY SERVICES, DISASTER MANAGEMENT AND SECURITY SERVICES**

**NJ Michaels  
13 September 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

The purpose of this report is to take note of the Festive Season Plan for Overstrand Fire & Emergency Services, Disaster Management and Security Services.

**RESOLVED:**

that the Overstrand Fire & Emergency Services, Disaster Management and Security Services Festive Season Plan 2023/2024 **be noted**.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS  
L SMITH**

**TARGET DATE FOR IMPLEMENTATION :**

**29 NOVEMBER 2023**

7.  
**OVERSTRAND MUNICIPALITY ELECTRICITY BLACKOUT MANAGEMENT AND CONTINGENCY SUPPORT PLAN**

**NJ Michaels**  
**14 September 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

The Western Cape Government has signed a Major Electricity Contingency Plan. In support of the Western Cape Government, Overstrand Municipality has developed its own Electricity Blackout Contingency Plan to mitigate the impacts of a total black out.

The Eskom Blackout Contingency Plan and the Total Black Out Activation Plan must be read in conjunction with the Overstrand Municipality Disaster Management Plan as reviewed annually.

In line with disaster management as a coordinating function, each directorate must put in place its own contingency plan and business continuity plan.

**RECOMMENDATION TO THE COUNCIL:**

that the Overstrand Municipality Electricity Blackout Contingency Plan **be adopted**.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS**  
**L SMITH**  
**C JOHNSON**

**TARGET DATE FOR IMPLEMENTATION :**

**29 NOVEMBER 2023**

**8.  
REPORT ON THE MEASUREMENTS OF CRIME REDUCTION**

**N Michaels  
04 September 2023**

**Directorate: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

To report on the measurements of crime prevention.

**RESOLVED:**

that the report on the measurements of crime prevention, **be noted**.

**RESPONSIBLE OFFICIAL :**

**R FRASER**

**TARGET DATE FOR IMPLEMENTATION :**

**29 NOVEMBER 2023**

**9.  
MONTHLY MONITORING REPORT FOR THE PERIOD 01 SEPTEMBER –  
30 SEPTEMBER 2023: DIRECTORATE: PROTECTION SERVICES**

**N Michaels  
18 September 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

To report on the functioning and activities of the Directorate: Protection Services for the period 01 September – 30 September 2023.

**RESOLVED:**

that the Monthly Monitoring Report of the functioning and activities of the Directorate: Protection Services for the period 01 September – 30 September 2023, **be noted**.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**



**10.  
QUARTERLY MONITORING REPORT FOR THE PERIOD 01 JULY –  
30 SEPTEMBER 2023: DIRECTORATE: PROTECTION SERVICES**

**N Michaels  
18 October 2023**

**Director: Protection Services**

**(028) 313 8054**

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**EXECUTIVE SUMMARY**

To report on the functioning and activities of the Directorate: Protection Services for the period 01 July – 30 September 2023.

**RESOLVED:**

that the Quarterly Monitoring Report of the functioning and activities of the Directorate: Protection Services for the period 01 July – 30 September 2023, **be noted**.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**

**PORTFOLIO COMMITTEE :**

**LOCAL ECONOMIC DEVELOPMENT**

**Chairperson :**

**Ald E Gillion**

**Committee Members :**

**Ald D Coetzee, Cllrs R Nutt,  
R Dees and B Nombula**



2.  
**STARTUP TRIBE ENTREPRENEURIAL ACADEMY**

**S. Madikane**  
**09 October 2023**

**Director: Economic and Social Development & Tourism**  
**(028) 313 8066**

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**EXECUTIVE SUMMARY**

The purpose of the report is to inform the Council about the Startup Tribe project, a global initiative aimed at empowering entrepreneurs in business and those wishing to start one. The training is conducted online and participants register themselves and control their study programme at their own time and availability.

**RECOMMENDATION TO THE COUNCIL:**

1. that Council **approves** the roll-out of the Startup Tribe programme:
  - (a) **support and note** the launch;
  - (b) **promote the programme** through communication channels.
2. that Council **Delegates the Municipal Manager** to enter into an MOU with the Startup Tribe; and
3. that the **Municipal Manager considers any financial requirements that might be needed by the Council** as envisaged in the discussion i.e. custom-made reports such as reports, surveys, etc.

**RESPONSIBLE OFFICIAL:**

**N LIWANI**

**TARGET DATE FOR IMPLEMENTATION :**

**1 FEBRUARY 2024**

**PORTFOLIO COMMITTEE :**

**INVESTMENT, INFRASTRUCTURE  
& TOURISM**

**Chairperson :**

**Cllr C Lerm**

**Committee Members :**

**Cllr M Nomatiti, Ald R de Coning,  
Cllrs M Sihlahla & V Bandeza**

1.

**A PORTION OF ERF 249 AND A PORTION OF ERF 832 HERMANUS (KNOWN AS THE HERMANUS MARKET SQUARE SITUATED IN MARKET SQUARE STREET): REQUEST FOR EXEMPTION FROM RENTAL ESCALATION FOR THE 2023/2024 FINANCIAL YEAR, COTTON4U4EVER (PTY) LTD**

**A Le Roux  
28 August 2023**

**Manager: Property Administration**

**(028) 316-5623**

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### **EXECUTIVE SUMMARY**

The purpose of the report is to request Council to approve an exemption to Cotton4U4Ever (Pty) Ltd, hereinafter referred to as “the Applicant”, from the escalation of rental for the 2023/2024 financial year.

### **RECOMMENDATION TO THE COUNCIL:**

that the clause in the contract regarding the escalation percentage, **be honoured.**

**RESPONSIBLE OFFICIAL :**

**M ERASMUS**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

2.

**A PORTION OF PORTION 1 OF FARM NO 308, BUFFELJAGSBAAI: RENEWAL OF LEASE TO SEESTERRETJIES ECD CENTRE**

A Le Roux

Senior Manager: Property Administration

4 September 2023

(028) 316 5623

**EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Seesterretjies ECD Centre, hereafter referred to as "Seesterretjies", in respect of municipal property, a portion of Portion 1 of farm 308, Buffeljagsbaai ( $\pm 870\text{m}^2$  in extent), situated next to the R317, Buffeljagsbaai, Gansbaai hereafter referred to as "the Property", for a period of 9 (NINE) years and 11 (ELEVEN) months for the purpose of managing an Early Childhood Development Centre and related activities.

**RESOLVED:**

1. that the renewal of the lease of municipal property, being a portion of Portion 1 of Farm No 308, Buffeljagsbaai ( $\pm 870\text{m}^2$  in extent), to Seesterretjies ECD Centre, for the purpose of managing an Early Childhood Development Centre and related activities for a period of 9 (NINE) years and 11 (ELEVEN) months at a rental amount of R178.26 (ONE HUNDRED AND SEVENTY EIGHT RAND AND TWENTY SIX CENTS) (VAT excluded) per month from 1 July 2023 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, the first escalation to be on 1 July 2024.

**RESPONSIBLE OFFICIAL :****R OCTOBER****TARGET DATE FOR IMPLEMENTATION :****13 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT :****13 DECEMBER 2023****TARGET DATE TO INFORM OBJECTOR :****N/A**

3.

**A PORTION OF REMAINDER ERF 243 HERMANUS (SITUATED ON THE OLIFANTSBERG, ROTARY WAY): DEVIATION FROM PARAGRAPH 18 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER LEASE AGREEMENT WITH FIDELITY ADT (PTY) LTD**

**A Le Roux  
4 September 2023**

**Manager: Property Administration**

**(028) 316-5623**

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### **EXECUTIVE SUMMARY**

To obtain approval from the Executive Mayor to enter into a further lease agreement with Fidelity ADT (Pty) Ltd ("ADT") for a period of 9 (NINE) years and 11 (ELEVEN) months in respect of a portion of Remainder Erf 243 Hermanus,  $\pm 0.7\text{m}^2$  (APPROXIMATELY ZERO COMMA SEVEN SQUARE METRES) in extent, situated on the Olifantsberg, Rotary Way, Hermanus, hereinafter referred to as "the Property", for equipment on the mast and space in the building for telecommunication purposes; and

To obtain approval from Council for the deviation from paragraph 18 of the Administration of Immovable Property Policy (as approved by Council on 25 November 2015) allowing the Municipality to enter into a direct lease agreement with ADT in respect of the Property for equipment on the mast and space in the building for telecommunication purposes, without following a competitive process.

### **RESOLVED:**

1. that the lease of municipal property, being a portion of Remainder Erf 243 Hermanus ( $\pm 0.7\text{m}^2$  in extent), to Fidelity ADT (Pty) Ltd for equipment on the mast and space in the building for telecommunication purposes at the rental amount of R2,897.14 (TWO THOUSAND EIGHT HUNDRED AND NINETY SEVEN RAND AND FOURTEEN CENTS) (VAT Excluded) per month for a period of 9 (NINE) years and 11 (ELEVEN) months from 1 October 2023 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 2024.

### **RECOMMENDATION TO THE COUNCIL:**

that the deviation from paragraph 18 of the Administration of Immovable Property Policy allowing a direct lease to Fidelity ADT (Pty) Ltd, **be approved**.



**RESPONSIBLE OFFICIAL :**

**R OCTOBER**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

4.

**ERF 196 ZWELIHLE (SITUATED AT 29 KEPKEY STREET, ZWELIHLE): RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO UNITING REFORMED CHURCH IN SOUTH AFRICA****A Le Roux  
4 September 2023****Manager: Property Administration****(028) 316 - 5623**

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**EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Uniting Reformed Church in S.A (hereinafter referred to as "U.R.C") for a period of 9 (NINE) years and 11 (ELEVEN) months in respect of municipal property, Erf 196 Zwelihle (471m<sup>2</sup> in extent) situated at 29 Kepkey Street, Zwelihle (hereinafter referred to as "the Property"), for church purposes.

**RESOLVED:**

1. that the lease of municipal property, being Erf 196 Zwelihle, (471m<sup>2</sup> in extent), to Uniting Reformed Church in S.A, for church purposes at a rental amount of R167.83 (ONE HUNDRED AND SIXTY-SEVEN RAND AND EIGHTY-THREE CENTS) (VAT excluded) for June 2023 and a rental amount of R178.26 (ONE HUNDRED AND SEVENTY-SIX RAND AND TWENTY-SIX CENTS) (VAT excluded) per month from 1 July 2023 for a period of 9 (NINE) years and 11 (ELEVEN) months as from 1 June 2023 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 2024.

**RESPONSIBLE OFFICIAL:****R OCTOBER****TARGET DATE FOR IMPLEMENTATION:****13 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT:****13 DECEMBER 2023**

5.

**A PORTION OF ERF 76 ZWELIHLE: RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO NOMZAMO EDUCARE CENTRE****A Le Roux  
5 September 2023****Manager: Property Administration****(028) 316 - 5623**

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**EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Nomzamo Educare Centre, hereinafter referred to as "Nomzamo", for a period of 9 (NINE) years and 11 (ELEVEN) months in respect of municipal property, being a portion of Erf 76 Zwelihle ( $\pm 1,028.3\text{m}^2$  in extent) situated at 28 Petros Ntlapo Street, Zwelihle, hereinafter referred to as "the Property", for the purpose of operating the Nomzamo Educare Centre and related activities. See the

**RESOLVED:**

1. that the lease of municipal property, being a portion of Erf 76 Zwelihle ( $\pm 1,028.3\text{m}^2$  in extent), to Nomzamo Educare Centre for the purpose of operating the Nomzamo Educare Centre and related activities at the rental amount of R167.83 (ONE HUNDRED AND SIXTY-SEVEN RAND AND EIGHTY-THREE CENTS) (VAT excluded) per month from 1 January 2023 and a rental amount of R178.26 (ONE HUNDRED AND SEVENTY EIGHT RAND AND TWENTY SIX CENTS) (VAT excluded) per month from 1 July 2023 for a period of 9 (NINE) years and 11 (ELEVEN) months as from 1 January 2023 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 2024.

**RESPONSIBLE OFFICIAL :****R OCTOBER****TARGET DATE FOR IMPLEMENTATION :****13 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT :****13 DECEMBER 2023**

6.

**A PORTION OF REMAINDER ERF 4771 HERMANUS (KNOWN AS THE OLD NAUTILUS RESTAURANT SITE), SITUATED AT GROTTA BEACH: LEASE OF MUNICIPAL PROPERTY TO CAPE TOWN FISH MARKET CLOCKTOWER V&A WATERFRONT (PTY) LTD**

**A Le Roux  
23 August 2023**

**Manager: Property Administration**

**(028) 316 5623**

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### **EXECUTIVE SUMMARY**

To obtain approval to enter into a lease agreement with Cape Town Fish Market Clocktower V&A Waterfront (Pty) Ltd in respect of municipal property, being a portion of Remainder Erf 4771 Hermanus ( $\pm 500\text{m}^2$  in extent) situated at Grotto Beach, Hermanus, hereinafter referred to as "the Property", for a lease period of 25 (TWENTY-FIVE) years for the lease, development, management and maintenance of municipal property (known as the "Old Nautilus restaurant Site") for restaurant purposes.

### **RESOLVED:**

1. that the lease of municipal property, being a portion of Remainder Erf 4771 Hermanus ( $\pm 500\text{m}^2$  in extent), to Cape Town Fish Market Clocktower V&A Waterfront (Pty) Ltd for the lease, development, management and maintenance of municipal property (known as the "Old Nautilus restaurant site) for restaurant purposes at the rental amount of R80,000.00 (EIGHTY THOUSAND RAND) (VAT included) per month for a rental period of 25 (TWENTY FIVE) years in terms of the Administration of Immoveable Property Policy of the Overstrand Municipality, **be approved**;
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),
3. that it be noted that provision is made for a period of at the most 2 (TWO) years from the date of the signature/commencement of the agreement for the planning and developing on the Property whereafter the 25 (TWENTY-FIVE) years will commence and the rental becomes payable;
4. that Cape Town Fish Market Clocktower V&A Waterfront (Pty) Ltd be responsible for the costs of registering the lease agreement against the title deed of the Property; and
5. that Cape Town Fish Market Clocktower V&A Waterfront (Pty) Ltd enters into a services agreement with the Municipality for the provision of services in terms of the tender, applicable legislation and Council policies.

**RESPONSIBLE OFFICIAL :**

**W MURTZ**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

7.

**IN PRINCIPLE APPROVAL FOR THE ALIENATION OF UNREGISTERED ERF 6289 (A PORTION OF ERF 3374) GANSBAAI, 410M<sup>2</sup> IN EXTENT AND UNREGISTERED ERF 6290 (A PORTION OF ERF 3374) GANSBAAI, 567M<sup>2</sup> IN EXTENT, SITUATED IN HIGHWAY STREET, MASAKHANE, BY MEANS OF A COMPETITIVE PROCESS**

**A Le Roux  
1 August 2023**

**Manager: Property Administration**

**(028) 316-5623**

### **EXECUTIVE SUMMARY**

To obtain in principle approval for the alienation of unregistered Erf 6289 (a portion of Erf 3374) Gansbaai, 410m<sup>2</sup> (FOUR HUNDRED AND TEN SQUARE METRES) in extent and unregistered Erf 6290 (a portion of Erf 3374) Gansbaai, 567m<sup>2</sup> (FIVE HUNDRED AND SIXTY-SEVEN SQUARE METRES) in extent (the "Properties"), by means of a competitive process at a market related price for church purposes.

### **RECOMMENDATION TO THE COUNCIL:**

1. that the alienation of unregistered Erf 6289 (a portion of Erf 3374) Gansbaai, 410m<sup>2</sup> (FOUR HUNDRED AND TEN SQUARE METRES) in extent by means of a competitive process at a market related price for church purposes, **be approved in principle;**
2. that the alienation of unregistered Erf 6290 (a portion of Erf 3374) Gansbaai, 567m<sup>2</sup> (FIVE HUNDRED AND SIXTY-SEVEN SQUARE METRES) in extent by means of a competitive process at a market related price for church purposes, **be approved in principle;**
3. that all the costs pertaining to the transactions, for example the transfer costs, water, sewer and electricity connections and the section 14 advertisement, but excluding the valuation costs, be paid by the successful bidders/purchasers; and
4. that it is hereby confirmed by Council that the municipal properties herewith envisaged to be alienated are not required for the provision of basic municipal services in terms of paragraph 5 of the Administration of Immovable Property Policy approved by Council on 25 November 2015 and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

**RESPONSIBLE OFFICIAL :**

**M ERASMUS**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**N/A**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

**8.  
IN PRINCIPLE APPROVAL FOR THE ALIENATION OF UNREGISTERED ERF 3231  
(A PORTION OF ERF 2950) HAWSTON (SITUATED ON THE CORNER OF  
CLOETE STREET AND SEAVIEW DRIVE, HAWSTON), 2,812M<sup>2</sup> IN EXTENT, BY  
MEANS OF A COMPETITIVE PROCESS**

**A Le Roux  
7 August 2023**

**Senior Manager: Property Administration**

**(028) 316-5623**

**EXECUTIVE SUMMARY**

To obtain in principle approval for the alienation of Unregistered Erf 3231 (a portion of Erf 2950) Hawston, 2,812m<sup>2</sup> (TWO THOUSAND EIGHT HUNDRED AND TWELVE SQUARE METRES) in extent (the "Property"), for business purposes by means of a competitive process.

**RECOMMENDATION TO THE COUNCIL:**

1. that the alienation of Unregistered Erf 3231 (a portion of Erf 2950) Hawston (2,812m<sup>2</sup> in extent) for business purposes by means of a competitive process at a market related price **be approved in principle**;
2. that all the costs pertaining to the transaction, for example the transfer costs, water, sewer and electricity connections and the section 14 advertisement, but excluding the valuation costs, be paid by the successful bidder/purchaser; and
3. that it is hereby confirmed by Council that the municipal property herewith envisaged to be alienated is not required for the provision of basic municipal services in terms of paragraph 5 of the Administration of Immovable Property Policy approved by Council on 25 November 2015 and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

**RESPONSIBLE OFFICIAL :**

**M ERASMUS**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**N/A**

9.

**A PORTION OF ERF 4831 HERMANUS: DEVIATION FROM PARAGRAPHS 18 AND 20.1(B) OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER TEMPORARY LEASE AGREEMENT WITH DE VETTE MOSSEL HERMANUS (PTY) LTD FOR A SHORT-TERM PERIOD PENDING THE FINALISATION OF THE TENDER PROCESS**

**A Le Roux  
18 August 2023**

**Manager: Property Administration**

**(028) 316-5623**

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### **EXECUTIVE SUMMARY**

To obtain approval from the Executive Mayor to enter into a further short-term lease agreement for a period of 12 (TWELVE) months with De Vette Mossel Hermanus (Pty) Ltd (hereinafter referred to as "the Applicant"), in respect of a portion of Erf 4831 Hermanus, ±2,000m<sup>2</sup> (APPROXIMATELY TWO THOUSAND SQUARE METRES) in extent (hereinafter referred to as the "Property") situated in the De Mond Public Resort, for the purpose of operating the De Vette Mossel restaurant;

To obtain approval from Council for the deviation from paragraph 18 of the Administration of Immovable Property Policy (as approved by Council on 25 November 2015) allowing the Municipality to enter into a further short-term lease agreement with the Applicant in respect of the Property, for the purpose of operating the De Vette Mossel restaurant, without following a competitive process; and

To obtain approval from Council for the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy (as approved by Council on 25 November 2015) allowing the Municipality to enter into a further short-term lease agreement with the Applicant in respect of the Property for the purpose of operating the De Vette Mossel restaurant, without following a public participation process.

### **RESOLVED:**

1. that the short-term renewal of the lease of a portion of Erf 4831 Hermanus to De Vette Mossel Hermanus (Pty) Ltd for a period of 12 (TWELVE) months from 1 October 2023 for the purpose of operating the De Vette Mossel restaurant, at a rental amount of R7,528.38 (SEVEN THOUSAND FIVE HUNDRED AND TWENTY-EIGHT RAND AND THIRTY-EIGHT CENTS) (Excluding VAT) per month, **be approved**; and
2. that the approval in 1 above be subject to Council approving the deviation from paragraphs 18 and 20.1(b) of the Administration of Immovable Property Policy of 2015.



**RECOMMENDATION TO THE COUNCIL:**

1. that the deviation from paragraph 18 of the Administration of Immovable Property Policy in order to renew for a short-term period the current lease agreement with De Vette Mossel Hermanus (Pty) Ltd for a period of 12 (TWELVE) months without following a competitive process, **be approved**; and
2. that the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy in order to renew for a short-term period the current lease agreement with De Vette Mossel Hermanus (Pty) Ltd for a period of 12 (TWELVE) months without following a public participation process, **be approved**.

**RESPONSIBLE OFFICIAL :****M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****13 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT :****13 DECEMBER 2023****TARGET DATE TO INFORM OBJECTOR :****N/A**

10.

**A PORTION OF PORTION 9 OF THE FARM FRANSCHIE KRAAL NO 708 (ROAD RESERVE), ADJACENT TO ERF 387 FRANSKRAALSTRAND (77 CILLIERS STREET, FRANSKRAALSTRAND): RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO MR SHAWN VAN NIEKERK**

**A Le Roux  
4 September 2023**

**Manager: Property Administration**

**(028) 316 5623**

### **EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Mr Shawn van Niekerk (hereinafter referred to as "the Applicant") for a period of 9 (NINE) years and 11 (ELEVEN) months in respect of municipal property, being a portion of Portion 9 of the Farm Fransche Kraal No 708, ( $\pm 24\text{m}^2$  in extent) (hereinafter referred to as "the Property"), adjacent to Erf 387 Franskraalstrand, situated at 77 Cilliers Street, Franskraalstrand, for the purpose of a temporary shading structure and the placement of tables and chairs for restaurant purposes.

### **RESOLVED:**

1. that the lease of municipal property, being a portion of Portion 9 of the Farm Fransche Kraal No 708, adjacent to Erf 387 Franskraalstrand ( $\pm 24\text{m}^2$  in extent) situated next to 77 Cilliers Street, Franskraalstrand, to Mr Shawn van Niekerk for the purpose of placing a temporary shading structure and tables and chairs for restaurant purposes for a period of 9 (NINE) years and 11 (ELEVEN) months at the rental amount of R861.84 (EIGHT HUNDRED AND SIXTY ONE RAND AND EIGHTY FOUR CENTS) (VAT excluded) per month from 1 August 2023 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 :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

11.

**A PORTION OF ERF 4831 HERMANUS: DEVIATION FROM PARAGRAPHS 18 AND 20.1(B) OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER TEMPORARY LEASE AGREEMENT WITH THE KLEIN RIVER LAGOON PARK BODY CORPORATE FOR A SHORT-TERM PERIOD PENDING THE FINALISATION OF THE TENDER PROCESS**

**A Le Roux  
18 August 2023**

**Manager: Property Administration**

**(028) 316-5623**

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### **EXECUTIVE SUMMARY**

To obtain approval from the Executive Mayor to enter into a further short-term lease agreement for a period of 13 (THIRTEEN) months with The Klein River Lagoon Park Body Corporate (hereinafter referred to as “the Applicant”), in respect of a portion of Erf 4831 Hermanus, 6,279m<sup>2</sup> (SIX THOUSAND TWO HUNDRED AND SEVENTY-NINE SQUARE METRES) in extent (hereinafter referred to as the “Property”) situated in the De Mond Public Resort, for the purpose of a site for mobile park homes;

To obtain approval from Council for the deviation from paragraph 18 of the Administration of Immovable Property Policy (as approved by Council on 25 November 2015) allowing the Municipality to enter into a further short-term lease agreement with the Applicant in respect of the Property, for the purpose of a site for mobile park homes, without following a competitive process; and

To obtain approval from Council for the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy (as approved by Council on 25 November 2015) allowing the Municipality to enter into a further short-term lease agreement with the Applicant in respect of the Property for the purpose of a site for mobile park homes, without following a public participation process.

### **RESOLVED:**

1. that the short-term renewal of the lease of a portion of Erf 4831 Hermanus to The Klein River Lagoon Park Body Corporate for a period of 13 (THIRTEEN) months from 1 September 2023 for the purpose of a site for mobile park homes, at a rental amount of R26,261.78 (TWENTY-SIX THOUSAND TWO HUNDRED AND SIXTY-ONE RAND AND SEVENTY-EIGHT CENTS) (Excluding VAT) per month, **be approved**; and
2. that the approval in 1 above be subject to Council approving the deviation from paragraphs 18 and 20.1(b) of the Administration of Immovable Property Policy of 2015.

**RECOMMENDATION TO THE COUNCIL:**

1. that the deviation from paragraph 18 of the Administration of Immovable Property Policy in order to renew for a short-term period the current lease agreement with The Klein River Lagoon Park Body Corporate for a period of 13 (THIRTEEN) months without following a competitive process, **be approved**; and
2. that the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy in order to renew for a short-term period the current lease agreement with The Klein River Lagoon Park Body Corporate for a period of 13 (THIRTEEN) months without following a public participation process, **be approved**.

**RESPONSIBLE OFFICIAL :****M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****13 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT :****13 DECEMBER 2023****TARGET DATE TO INFORM OBJECTOR :****N/A**

12.

**A PORTION OF REMAINDER ERF 323 ROOI ELS (PUBLIC ROAD), ADJACENT TO ERF 101 ROOI ELS (13 HOTEL CRESCENT, ROOI ELS): RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO MS JENNIFER ANNE BAIGRIE**

**A Le Roux                      Manager: Property Administration**  
**5 September 2023**

**(028) 316 5623**

### **EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with J A Baigrie, (hereinafter referred to as "the Applicant"), in respect of municipal property being a portion of Remainder Erf 323 Rooi Els (public road) ( $\pm 360\text{m}^2$  in extent) situated in Hotel Crescent, Rooi Els (hereinafter referred to as "the Property"), adjacent to Erf 101 Rooi Els for a period of 9 (NINE) years and 11 (ELEVEN) months for the purpose of retaining a chain across the Property to secure the driveway.

### **RESOLVED:**

1. that the lease of municipal property, being a portion Remainder Erf 323 Rooi Els, adjacent to Erf 101 Rooi Els ( $\pm 364,8\text{m}^2$  in extent) situated in Hotel Crescent, to Ms Jennifer Anne Baigrie for the purpose of retaining a chain to secure the driveway for a period of 9 (NINE) years and 11 (ELEVEN MONTHS) which commences on 1 April 2023 and expires on 28 February 2033 at the rental amount of R260.69 (TWO HUNDRED AND SIXTY RAND AND SIXTY NINE CENTS) (VAT excluded) per month from 1 April 2023 and a rental amount of R298.37 (TWO HUNDRED AND NINETY EIGHT RAND AND THIRTY SEVEN CENTS) (VAT excluded) per month from 1 July 2023 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 next escalation to be on 1 July 2024.

**RESPONSIBLE OFFICIAL :**

**R OCTOBER**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**13 DECEMBER 2023**

**13.  
TOWN & SPATIAL PLANNING REPORT WITH REGARD TO APPLICATIONS  
CONSIDERED IN TERMS OF DELEGATED AUTHORITY: JUNE 2023 – AUGUST  
2023**

**R Kuchar**

**Senior Manager: Town & Spatial Planning**

**11 September 2023**

**(028) 313 8900**

**EXECUTIVE SUMMARY**

To report on applications disposed of by the Authorised Official and Municipal Planning Tribunal in terms of the Spatial Land Use Management Act (SPLUMA) during the period from 29 June 2023 – 29 August 2023.

**RESOLVED:**

that cognisance be taken of the town planning applications disposed of by the Authorised Official in terms of SPLUMA for the period 29 June 2023 – 29 August 2023:

- |     |   |                |
|-----|---|----------------|
| 1.  | Erf 2424, 14 McFarlane Street, Onrustrivier, Hermanus   | 29 June 2023   |
| 2.  | Erf 3003, 21 Palmiet Road, & Erf 3051, 6 Neethling Street, Kleinmond                              | 29 June 2023   |
| 3.  | Erf 2275, 77 Ninth Street, Voëlklip, Hermanus   | 03 July 2023   |
| 4.  | Erf 4641, 7 Fifth Avenue, Kleinmond   | 03 July 2023   |
| 5.  | Erf 2056, 85 Chiapini Street, Onrustrivier, Hermanus  | 03 July 2023   |
| 6.  | Erf 4174, (A Portion Of Erf 4173), 12 Village Lane, Hemel & Aarde Village, Onrustrivier, Hermanus | 06 July 2023   |
| 7.  | Erf 728, 10 Dirkie Uys Street, Northcliff, Hermanus   | 06 July 2023   |
| 8.  | Erf 12313, 233 Eleventh Street, Voëlklip, Hermanus  | 06 July 2023   |
| 9.  | Erf 477 and Remainder Erf 65, Church Street, Hawston, Hermanus                                    | 10 July 2023   |
| 10. | Erf 4286, Onrus Manor, Chanteclair Drive, Onrustrivier, Hermanus                                  | 19 July 2023   |
| 11. | Erf 569, 16 Marine Drive, Hermanus  | 20 July 2023   |
| 12. | Erf 904, 33 Mitchell Street, Hermanus   | 21 July 2023   |
| 13. | Erf 7031, 226 Ninth Street and Erf 7032, 228 Ninth Street, Voëlklip, Hermanus                     | 24 July 2023   |
| 14. | Erf 9823, 61 Marine Drive, Hermanus   | 25 July 2023   |
| 15. | Erf 7795, 2 Lobelia, Thirteenth Avenue, Kleinmond   | 31 July 2023   |
| 16. | Erf 260, 284 and Remainder Erf 295, Westcliff, Hermanus   | 31 July 2023   |
| 17. | Erf 21816, 229 Eleventh Street, Voëlklip, Hermanus  | 02 August 2023 |
| 18. | Erf 997, 1 McFarlane Street, Hermanus   | 06 July 2023   |

that cognisance be taken of the town planning applications disposed of by the Municipal Planning Tribunal in terms of SPLUMA that took place on 27 July & 24 August (Special MPT) 2023:

1. Erf 4419, 9 Main Road, Northcliff, Hermanus 27 July 2023
2. Erf 2820, Corner of Main Road & Jimmy Smith Street, 24 August 2023  
(Sandbaai Community Hall), Sandbaai, Hermanus
3. Portion 23 of the Farm Uylenkraal No. 695 24 August 2023  
(Strandskloof)

**RESPONSIBLE OFFICIAL :**

**L TAYLOR**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

14.

**RIGHT OF PRE-EMPTION: ERF 536 HAWSTON SITUATED AT 27 MOUNTAIN VIEW DRIVE, HAWSTON**

**A Le Roux  
5 September 2023**

**Manager: Property Administration**

**(028) 316-5623**

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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 was 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.



15.

**IN PRINCIPLE APPROVAL FOR THE ALIENATION OF ERF 795 STANFORD (20 HAGGIA STREET, STANFORD) 376M<sup>2</sup> IN EXTENT, BY MEANS OF A COMPETITIVE PROCESS**

**A Le Roux  
10 October 2023**

**Manager: Property Administration**

**(028) 316-5606**

**EXECUTIVE SUMMARY**

To obtain in principle approval for the alienation of Erf 795 Stanford, 376m<sup>2</sup> (THREE HUNDRED AND SEVENTY-SIX SQUARE METRES) in extent (the "Property"), for residential purposes by means of a competitive process.

**RECOMMENDATION TO THE COUNCIL:**

1. that the alienation of Erf 795 Stanford (376m<sup>2</sup> in extent) by means of a competitive process at a market related price for residential purposes **be approved in principle**;
2. that all the costs pertaining to the transaction, for example the transfer costs, water, sewer and electricity connections and the section 14 advertisement, but excluding the valuation costs, be paid by the successful bidder/purchaser; and
3. that it is hereby confirmed by Council that the municipal property herewith envisaged to be alienated is not required for the provision of basic municipal services in terms of paragraph 5 of the Administration of Immovable Property Policy approved by Council on 25 November 2015 and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

**RESPONSIBLE OFFICIAL :**

**M BEKKER**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**13 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

16.

**IN PRINCIPLE APPROVAL FOR THE ALIENATION OF ERF 800 STANFORD (10 HAGGIA STREET, STANFORD) 370M<sup>2</sup> IN EXTENT, BY MEANS OF A COMPETITIVE PROCESS****A Le Roux  
10 October 2023****Manager: Property Administration****(028) 316-5606**

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**EXECUTIVE SUMMARY**

To obtain in principle approval for the alienation of Erf 800 Stanford, 370m<sup>2</sup> (THREE HUNDRED AND SEVENTY SQUARE METRES) in extent (the "Property"), for residential purposes by means of a competitive process.

**RECOMMENDATION TO THE COUNCIL:**

1. that the alienation of Erf 800 Stanford (370m<sup>2</sup> in extent) by means of a competitive process at a market related price for residential purposes, **be approved in principle**;
2. that all the costs pertaining to the transaction, for example the transfer costs, water, sewer and electricity connections and the section 14 advertisement, but excluding the valuation costs, be paid by the successful bidder/purchaser; and
3. that it is hereby confirmed by Council that the municipal property herewith envisaged to be alienated is not required for the provision of basic municipal services in terms of paragraph 5 of the Administration of Immovable Property Policy approved by Council on 25 November 2015 and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

**RESPONSIBLE OFFICIAL :****M BEKKER****TARGET DATE FOR IMPLEMENTATION :****15 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT :****15 DECEMBER 2023**

17.

**TRANSFER OF UNREGISTERED ERF 3560 (A PORTION OF ERF 1) HAWSTON (CLOSED ROAD RESERVE) ADJACENT TO ERF 412 HAWSTON, SITUATED IN GEORGE VILJOEN STREET, HAWSTON, TO HAWSTON SERVICE STATION (PTY) LTD**

**A Le Roux  
9 October 2023**

**Manager: Property Administration**

**(028) 316 5623**

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### **EXECUTIVE SUMMARY**

To obtain final approval for the transfer of unregistered Erf 3560 (a portion of Erf 1) Hawston (372m<sup>2</sup> in extent) adjacent to Erf 412 Hawston, situated in George Viljoen Street, Hawston (hereinafter referred to as “the Property”), to the owner of Erf 412 Hawston, being Hawston Service Station (Pty) Ltd (hereinafter referred to as “the Applicant”).

### **RECOMMENDATION TO THE COUNCIL:**

1. that the transfer of unregistered Erf 3560 (a portion of Erf 1) Hawston (adjacent to Erf 412 Hawston) situated in George Viljoen Street, Hawston, 372m<sup>2</sup> in extent, to the owner of the adjoining Erf 412 Hawston, Hawston Service Station (Pty) Ltd, at an amount of R63,240.00 (SIXTY-THREE THOUSAND TWO HUNDRED AND FORTY RAND) (VAT excluded) for the purpose of additional parking and a driveway, **be approved**;
2. that Council take cognisance of the fact that the direct alienation and subsequent transfer is only approved as unregistered Erf 3560 (a portion of Erf 1) Hawston is classified as a non-viable property;
3. that it be noted that a condition of the alienation will be that unregistered Erf 3560 (a portion of Erf 1) Hawston must be consolidated with the adjoining property of Hawston Service Station (Pty) Ltd, being Erf 412 Hawston;
4. that a condition be registered against the title deed of the to be consolidated property that no structures of any kind may be erected on the portion of property envisaged to be transferred;
5. that all costs pertaining to the transaction, e.g. application fee, valuation cost subdivision and consolidation, closure of portion of public road, rezoning, transfer and related costs, advertisements, etc. be paid by the applicant/purchaser; and

6. that it be noted that the municipal property herewith envisaged to be transferred 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).

**RESPONSIBLE OFFICIAL :**

**W MURTZ**

**TARGET DATE FOR IMPLEMENTATION :**

**15 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**29 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

18.

**RESCISSION OF COUNCIL'S IN PRINCIPLE DECISION FOR THE DIRECT ALIENATION OF A PORTION OF ERF 226 PRINGLE BAY (PORTION OF RESIDENTIAL ERF) ADJACENT TO ERF 227 PRINGLE BAY SITUATED AT 4 BELL ROAD NORTH, PRINGLE BAY, TO POPPY ICE TRADING 15 (PTY) LTD**

**A Le Roux  
10 October 2023**

**Manager: Property Administration**

**(028) 316 5623**

### **EXECUTIVE SUMMARY**

To obtain approval for the rescission of the in-principle decision by Council dated 21 February 2022 in respect of the direct alienation of a portion of Erf 226 Pringle Bay, adjacent to Erf 227 Pringle Bay, situated at 4 Bell Road North, Pringle Bay ( $\pm 95\text{m}^2$  in extent) to Poppy Ice Trading 15 (Pty) Ltd, for retaining a surfaced driveway, fence and portion of an electrical gate purposes.

### **RECOMMENDATION THE COUNCIL:**

1. that the rescission of the entire Council resolution dated 21 February 2022 in respect of the in-principle approval for the direct sale of a portion of Erf 226 Pringle Bay, ( $\pm 95\text{m}^2$  in extent), to Poppy Ice Trading 15 (Pty) Ltd, **be approved** on the reasons contained in the report; and
2. that Poppy Ice Trading 15 (Pty) Ltd remove all encroachments on a portion of Erf 226 Pringle Bay and reinstate the property to the satisfaction of the Municipality within a period of 6 (SIX) months from date of this Council decision.

**RESPONSIBLE OFFICIAL :**

**W MURTZ**

**TARGET DATE FOR IMPLEMENTATION :**

**15 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**29 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR :**

**N/A**

19.

**IN PRINCIPLE APPROVAL FOR THE DIRECT ALIENATION OF A PORTION OF REMAINDER ERF 1916 PEARLY BEACH, ADJACENT TO ERF 559 PEARLY BEACH, SITUATED ON THE CORNER OF SHORT- AND RIDGE STREET (ROAD RESERVE), PEARLY BEACH, TO MS MELANIE SWANEPOEL**

**A Le Roux  
10 October 2023**

**Manager: Property Administration**

**(028) 316 - 5623**

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### **EXECUTIVE SUMMARY**

To obtain in principle approval for the direct alienation of a portion of Remainder Erf 1916 Pearly Beach ( $\pm 250\text{m}^2$  in extent) adjacent to Erf 559 Pearly Beach, situated on the corner of Short and Ridge Street, Pearly Beach, to the owner of the adjoining property, Erf 559 Pearly Beach, being Ms Melanie Swanepoel, to retain the existing partial enclosure.

### **RECOMMENDATION TO THE COUNCIL:**

1. that the direct alienation of a portion of Remainder Erf 1916 Pearly Beach (adjacent to Erf 559 Pearly Beach) situated on the corner of Short and Ridge Street, Pearly Beach ( $\pm 250\text{m}^2$  in extent), to the owner of the adjoining Erf 559 Pearly Beach, Ms Melanie Swanepoel, at an amount of R150.00/m<sup>2</sup> (ONE HUNDRED AND FIFTY RAND PER SQUARE METRE) (VAT excluded), to retain the existing partial enclosure, be **approved in principle**;
2. that it be noted that the direct alienation is possible as the said portion of Remainder Erf 1916 Pearly Beach can be classified as a non-viable property;
3. that it be noted that a condition for the alienation will be that the said portion of Remainder Erf 1916 Pearly Beach must be consolidated with the adjoining property of Ms Melanie Swanepoel, being Erf 559 Pearly Beach;
4. that no structures of any kind (excluding a boundary wall or fence) may be erected on the said portion of Remainder Erf 1916 Pearly Beach, which condition must be registered against the title deed of the consolidated property;
5. that the alienation of said portion of Remainder Erf 1916 Pearly Beach be subject to a suspensive condition that the applicant/purchaser obtains approval for all the required land use rights, which include, the closure of public place (road), rezoning, subdivision and consolidation;
6. that all the costs pertaining to the transaction, e.g. application costs, valuation costs, closure of public open space, rezoning, subdivision and consolidation, advertisement and the related costs, etc. be paid by the Applicant/purchaser, Ms Melanie Swanepoel; and

7. 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).

**RESPONSIBLE OFFICIAL:**

**M BEKKER**

**TARGET DATE FOR IMPLEMENTATION:**

**15 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT:**

**15 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR:**

**N/A**

20.

**A PORTION OF PORTION 18 OF THE FARM RIVERSIDE NO 644, SITUATED IN STANFORD, KNOWN AS "DIE KOP": RENEWAL OF LEASE TO HERMANUS RAINBOW TRUST****A Le Roux  
12 October 2023****Manager: Property Administration****(028) 316 - 5623****EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Hermanus Rainbow Trust (hereinafter referred to as "Rainbow Trust") in respect of a portion of Portion 18 of the Farm Riverside no 644 ( $\pm 573\text{m}^2$  in extent), known as "Die Kop", Stanford (hereinafter referred to as "the Property"), for a period of 9 (NINE) years and 11 (ELEVEN) months for the purpose of operating the Parenting 'Worx' programme (incorporating family preservation, parenting classes as well as early childhood development), a feeding scheme, training and skills development and a school aftercare facility.

**RESOLVED:**

1. that the renewal of the lease of municipal property, being a portion of Portion 18 of the Farm Riverside no 644 ( $\pm 573\text{m}^2$  in extent), known as "Die Kop", Stanford, to Hermanus Rainbow Trust for the purpose of operating the Parenting 'Worx' programme (incorporating family preservation, parenting classes as well as early childhood development), a feeding scheme, training and skills development and a school aftercare facility at the rental amount of R178.26 (ONE HUNDRED AND SEVENTY-EIGHT RAND AND TWENTY-SIX CENTS) (VAT excluded) per month for a period of 9 (NINE) years and 11 (ELEVEN) months from 1 November 2023 in terms of the Administration of Immovable Property Policy of the Overstrand Municipality, **be approved**;
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, the first escalation to be on 1 July 2024; and
3. that the approval in 1 above be subject to Hermanus Rainbow Trust applying for and receiving approval for the consent use on the property.

**TARGET DATE FOR IMPLEMENTATION : 6 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT : 13 DECEMBER 2023****TARGET DATE TO INFORM OBJECTOR : N/A**



21.

**A PORTION OF REMAINDER ERF 1253 HERMANUS (SITUATED AT 13 FAIRWAY AVENUE, EASTCLIFF): RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO MARIO MARCHIO MINISTRIES****A Le Roux  
5 October 2023****Manager: Property Administration****(028) 316 - 5623****EXECUTIVE SUMMARY**

To obtain approval to enter into a further lease agreement with Mario Marchio Ministries (hereinafter referred to as “the Applicant”) for a period of 9 (NINE) years and 11 (ELEVEN) months in respect of municipal property, a portion of Remainder Erf 1253 Hermanus ( $\pm 2,075\text{m}^2$  in extent) situated at 13 Fairway avenue, Eastcliff, Hermanus (hereinafter referred to as “the Property”), for the purpose of beautifying the area, wedding ceremonies, a sports ground, playground and other community related purposes.

**RESOLVED:**

1. that the lease of municipal property, being a portion of Remainder Erf 1253 Hermanus, ( $\pm 2,075\text{m}^2$  in extent), to Mario Marchio Ministries, for the purpose of beautifying the area, wedding ceremonies, a sports ground, play area and other community related purposes at a rental amount of R167.83 (ONE HUNDRED AND SIXTY-SEVEN RAND AND EIGHTY-THREE CENTS) (VAT excluded) for the period from 1 December 2022 to 30 June 2023 and a rental amount of R178.26 (ONE HUNDRED AND SEVENTY-EIGHT RAND AND TWENTY-SIX CENTS) (VAT excluded) per month from 1 July 2023 for a 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 tariffs stipulated in the Annual Budget as approved by Council, the next escalation to be on 1 July 2024.

**RESPONSIBLE OFFICIAL:****R OCTOBER****TARGET DATE FOR IMPLEMENTATION:****6 DECEMBER 2023****TARGET DATE TO INFORM APPLICANT:****13 DECEMBER 2023****TARGET DATE TO INFORM OBJECTOR:****N/A**

22.

**ERF 170 HAWSTON (“HAWSTON INDUSTRIAL HUB”): HAWSTON DEVELOPEMENT FORUM NPC**

**A Le Roux**  
**17 October 2023**

**Manager: Property Administration**

**(028) 316 - 5623**

### **EXECUTIVE SUMMARY**

To obtain approval from Council to:

- (a) exempt the Hawston Developement Forum NPC (“HDF”) from paying rental for the period 1 August 2023 to 31 January 2024 (six months); and
- (b) to extend the lease period for a period of 11 (ELEVEN) months from 1 March 2026, representing the months the HDF was not able to trade from the property;

in relation to the building, it is leasing from the Municipality situated on a portion of Erf 170 Hawston (hereinafter referred to as the “Property”).

### **RECOMMENDATION TO THE COUNCIL:**

that, in relation to lease agreement entered into with the Hawston Developement Forum NPC for the lease of a portion of Erf 170 Hawston, the following **be approved**:

1. the exemption from paying rental for the period 1 August 2023 to 31 January 2024 (six months), representing the further period the Hawston Developement Forum NPC could not trade from the leased period due to vandalism to the property;
2. the exemption from paying for the services for water, sewerage and refuse removal (basic and consumption) for the period 1 March 2023 to 31 January 2024; and
3. the extension of the contractual period form 1 March 2026 with a period of 11 (ELEVEN) months, representing the months the Hawston Developement Forum NPC was not able to trade from the property.

**RESPONSIBLE OFFICIAL :**

**A LE ROUX**

**TARGET DATE FOR IMPLEMENTATION :**

**15 DECEMBER 2023**

**TARGET DATE TO INFORM APPLICANT :**

**15 DECEMBER 2023**

**TARGET DATE TO INFORM OBJECTOR:**

**N/A**

23.

**TOURISM 4TH QUARTERLY REPORT : APRIL 2023 – JUNE 2023****S Madikane****Director: Economic and Social Development****16 October 2023****(028) 313 8066**

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**EXECUTIVE SUMMARY**

The report is to provide Council with information regarding programs in the implementation of interventions aimed at growing the tourism potential. The report covers the months of April/May/June 2023 (4<sup>th</sup> Quarter) regarding services rendered towards improving tourism offerings in the Overstrand. The efforts form part of the recovery process and are geared to ignite the economy through increasing feet in the area. The increase in human movement, impacts positively on the economy, the municipality has witnessed improvement in the popularity of the destination leading to the recovery of the economy and increased consumption of goods and services.

**RESOLVED:**

that the 4<sup>th</sup> Quarter, April 2023 – June 2023 report, **be noted**.

**RESPONSIBLE OFFICIAL :****F LLOYD****TARGET DATE FOR IMPLEMENTATION :****IMMEDIATELY**

24.

**TOURISM GREEN PAPER – SHORT-TERM LETTING REGULATORY ENVIRONMENT****S Madikane                      Director: Economic and Social Development**  
**20 October 2023****(028) 313 8066**

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**EXECUTIVE SUMMARY**

The purpose of the report is to inform Council on the proposed regulatory environment focusing on AirBnB or short-stay rentals as perceived by the Tourism Green Paper.

**RECOMMENDATION TO THE COUNCIL:**

that **the Tourism Green Paper – Short-Term Letting Regulatory Environment be noted.**

**RESPONSIBLE OFFICIAL :****F LLOYD****TARGET DATE FOR IMPLEMENTATION :****IMMEDIATELY**

**PORTFOLIO COMMITTEE :**

**COMMUNITY SERVICES**

**Chairperson :**

**Cllr R Nutt**

**Committee Members :**

**Ald K Brice, Cllrs S Williams,  
K Ngqandana and B Nombula**

1.  
**REDUCTION OF TARIFF FOR ONRUS CARAVAN PARK SEMI-PERMANENT STANDS**

A Wyngaard  
30 August 2023

Senior Manager: Hermanus Administration

(028) 313 8112

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**EXECUTIVE SUMMARY**

The Council approved tariff for the annual rental for the 2023/2024 financial year for a semi-permanent stand at Onrus the Caravan Park increased with 97.22% from the previous financial year. It is proposed that Council consider the request from Mr Smit on behalf of a group of the lessees.

**RESOLVED:**

that the item **be withdrawn**.

**RESPONSIBLE OFFICIAL :**

**A WYNGAARD**

**TARGET DATE FOR IMPLEMENTATION :**

**13 DECEMBER 2023**

2.

**OVERSTRAND SPORT AND RECREATION BUSINESS PLAN: 2023/2024**

A Stali

Sport &amp; Recreation Manager

15 September 2023

(028)313 5030

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**EXECUTIVE SUMMARY**

To inform Council of the activities contained in Overstrand Sport and Recreation Business Plan 2023/2024 financial year.

**RESOLVED:**

that the Sport and Recreation Business Plan 2023/2024 **be noted**.

**RESPONSIBLE OFFICIAL :****A STALI****TARGET DATE FOR IMPLEMENTATION :****29 NOVEMBER 2023**

3.

**WARD COMMITTEE SYSTEM: PERFORMANCE REPORT: 2022/2023****J Solomons****Senior Manager: Operational Services****18 September 2023****(028) 313-8156**

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**EXECUTIVE SUMMARY**

To provide Council with the 2022/2023 performance report in respect of the Ward Committees System in the Overstrand Municipality.

**RESOLVED:**

that the report on performance with regard to the Ward Committee System in the Overstrand Municipality for the period 01 July 2022 until June 2023 **be noted**.

**RESPONSIBLE OFFICIAL :****J SOLOMONS  
A WYNGAARD  
B PLAATJIES****TARGET DATE FOR IMPLEMENTATION :****ON-GOING**



4.  
**PERFORMANCE REPORT: BASIC SERVICE DELIVERY WITHIN THE  
DIRECTORATE: COMMUNITY SERVICES FOR THE PERIOD 1 JULY 2022 TO  
30 JUNE 2023**

**J Solomons                      Acting Deputy Director: Operational Services**  
**13 September 2023**

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**(028) 313 8029**

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the basic service delivery activities performed during the period of 1 July 2022 to 30 June 2023.

**RESOLVED:**

that the Performance Report in respect of the basic service delivery within the Directorate: Community Services for the period 1 July 2022 to 30 June 2023, **be noted.**

**RESPONSIBLE OFFICIAL :**

**J SOLOMONS  
D VAN RHODIE  
D NEL**

**TARGET DATE FOR IMPLEMENTATION :**

**ONGOING**

**5.  
BENEFICIARIES: INTEGRATED RESIDENTIAL DEVELOPMENT PROGRAMME  
IRDP: 295 ERVEN, MASAKHANE, GANSBAAI**

**TA Gcotyelwa            Acting Senior Manager: Corporate Projects**

**08 September 2023**

**(028) 313 8144**

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**EXECUTIVE SUMMARY**

This report is to inform the Executive Mayor of an additional list of potential beneficiaries (replacements) for the Masakhane (295 erven), Gansbaai IRDP housing project and for approval of the procedure to finalise subsidy applications for potential beneficiaries.

**RESOLVED:**

1. that the progress report with regard to the beneficiary subsidy status in the IRDP: 295 erven, Masakhane, Gansbaai, **be noted**;
2. that the lists of beneficiaries for the housing project in Masakhane, Gansbaai **be noted**;
3. that the following procedure for potential beneficiaries to finalise subsidy applications, **be approved**:
  - a) that potential beneficiaries be given 30 days written notice to complete their subsidy application documentation; and
  - b) that potential beneficiaries that do not respond to the first notice (30 days) be given a final written notice of 7 days.
4. that, in the event of any applicants not responding within the mentioned period of 7 days, the available housing opportunities be given to identified additional beneficiaries (replacements).

**RESPONSIBLE OFFICIAL :**

**TA GCOTYELWA**

**TARGET DATE FOR IMPLEMENTATION :**

**29 NOVEMBER 2023**

## 6.

**BENEFICIARIES: INTEGRATED RESIDENTIAL DEVELOPMENT PROGRAMME (IRDP):621 SITES, STANFORD**

**TA Gcotyelwa                    Acting Senior Manager: Corporate Projects**  
**13 September 2023**

**(028) 313 8144**

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**EXECUTIVE SUMMARY**

This report is to inform the Executive Mayor of the revised list of potential beneficiaries for the Stanford IRDP housing project and for approval of the procedure to finalise subsidy applications for potential beneficiaries.

**RESOLVED:**

1. that the lists of potential beneficiaries from the housing demand database, Stanford **be noted**;
2. that the 10% of housing opportunities reserved for potential beneficiaries residing outside the catchment area of Stanford be allocated to potential beneficiaries on the housing demand database for Bettys Bay, Kleinmond, Hawston, Mount Pleasant, Zwelihle and Gansbaai;
3. that the following procedure for potential beneficiaries to finalise subsidy applications, **be approved**:
  - (a) that potential beneficiaries be given 30 days written notice to complete their subsidy application documentation; and
  - (b) that potential beneficiaries that do not respond to the first notice (30 days) be given a final written notice of 7 days.
4. that, in the event of any applicants not responding within the mentioned period of 7 days, the available housing opportunities be given to identified additional beneficiaries (replacements).

**RESPONSIBLE OFFICIAL :**

**TA GCOTYELWA**

**TARGET DATE FOR IMPLEMENTATION :**

**29 NOVEMBER 2023**

7.

**HOUSING: APPLICATION TO APPROVE THE COMMENCEMENT AND DECLARE FOR TEMPORARY EMERGENCY ACCOMMODATION SITES AT MANDELA SQUARE, ZWELIHLE**

TA Gcotyelwa

Acting Senior Manager: Corporate Projects

11 September 2023

(028) 313 8144

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**EXECUTIVE SUMMARY**

The purpose of this report is to rescind the approved existing Mayoral Committee resolution dated 28 October 2020 with regard to potential beneficiaries of the UISP project in Mandela Square, Zwelihle. It further requires obtaining a resolution from the Mayoral Committee to approve the commencement and declaration for temporary emergency accommodation sites at Mandela Square, Zwelihle.

**RESOLVED:**

1. that the Mayoral committee report dated 28 October 2020 with regard to potential beneficiaries of the UISP project in Mandela Square, Zwelihle be **rescinded**;
2. that all erven in Mandela Square that remain vacant be utilised for emergency housing, to be **approved** on a case by case basis; and
3. that the conclusion of lease agreements with potential beneficiaries that comply with the criteria of UISP, **be approved**.

**RESPONSIBLE OFFICIAL :****TA GCOTYELWA****TARGET DATE FOR IMPLEMENTATION :****29 NOVEMBER 2023**

8.

**OPERATIONAL PLAN: FESTIVE SEASON: 2023/2024**J Solomons  
October 2023

Senior Manager: Operational Services

(028) 313 8029

**EXECUTIVE SUMMARY**

The purpose of the report is to inform Council of the Operational Plan to be implemented in order to ensure that the Directorate: Community Services effectively manages and maintains bathing beaches, caravan parks, camping sites, Public Launching Sites (PLS), swimming pool and other public facilities that will be visited and utilised by large number of visitors during the period from 01 December 2023 until 07 January 2024.

**RESOLVED:**

that the content of the Operational Plan: Festive Season: 2023/2024, which is to be executed by the Directorate: Community Services, **be noted**.

**RESPONSIBLE OFFICIAL :**

**DEPUTY DIRECTOR:  
OPERATIONAL SERVICES  
ACTING MANAGER:  
CORPORATE PROJECTS  
HORTICULTURIST  
SENIOR MANAGER:  
HERMANUS ADMIN  
ACTING SENIOR MANAGER:  
GANSBAAI ADMIN  
ACTING SENIOR MANAGER:  
KLEINMOND ADMIN  
ACTING MANAGER:  
HERMANUS  
ADMINISTRATION  
SENIOR MANAGER: OPS  
SERVICES HERMANUS  
SENIOR MANAGER: OPS  
SERVICES KLEINMOND  
SENIOR MANAGER: OPS  
SERVICES GANSBAAI**

**TARGET DATE FOR IMPLEMENTATION :****01 DECEMBER 2023**

9.

**HOUSING: PROGRESS REPORT ON TRANSFER OF PROPERTIES TO VARIOUS BENEFICIARIES OF LOW-COST HOUSING IN THE OVERSTRAND AREA FOR THE PERIOD 18 JANUARY 2023 TO 20 OCTOBER 2023**

**TA Gcotyelwa  
20 October 2023**

**Acting Senior Manager: Corporate Projects**

**(028) 313 8144**

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### **EXECUTIVE SUMMARY**

The purpose of the report is to inform the Executive Mayor of progress made to date with the transfers of title deeds in the names of beneficiaries of low-cost housing projects.

### **RESOLVED:**

that the report in respect of transfers to beneficiaries of low-cost housing properties **be noted**.

**RESPONSIBLE OFFICIAL :**

**TA GCOTYELWA**

**TARGET DATE FOR IMPLEMENTATION :**

**IN PROGRESS**

## 10.

**BENEFICIARIES: INTEGRATED RESIDENTIAL DEVELOPMENT PROGRAMME  
IRDP: 295 ERVEN, MASAKHANE, GANSBAAI****TA Gcotyelwa  
20 October 2023****Acting Senior Manager: Corporate Projects****(028) 313 8144**

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**EXECUTIVE SUMMARY**

This report is to inform the Executive Mayor of an additional list of potential beneficiaries (replacements) for the Masakhane (295 erven), Gansbaai IRDP housing project and for approval of the procedure to finalise subsidy applications for potential beneficiaries.

**RESOLVED:**

1. that the progress report with regard to the beneficiary subsidy status in the IRDP: 295 erven, Masakhane, Gansbaai, **be noted**;
2. that the lists of beneficiaries for the housing project in Masakhane, Gansbaai **be noted**;
3. that the following procedure for potential beneficiaries to finalise subsidy applications, be **approved**:
  - a) that potential beneficiaries be given 30 days written notice to complete their subsidy application documentation; and
  - b) that potential beneficiaries that do not respond to the first notice (30 days) be given a final written notice of 7 days; and
4. that, in the event of any applicants not responding within the mentioned period of 7 days, the available housing opportunities be given to identified additional beneficiaries (replacements).

**RESPONSIBLE OFFICIAL :****TA GCOTYELWA****TARGET DATE FOR IMPLEMENTATION :****01 DECEMBER 2023**

11.

**STATUS OF FLEET IN OVERSTRAND MUNICIPALITY REPORT****J Solomons**  
**23 October 2023****Acting Deputy Director: Operational Services****(028) 313 8029**

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**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the current status of the fleet in Overstrand Municipality.

**RESOLVED:**

1. that the Status of Fleet report within the Directorate: Community Services, **be noted**; and
2. that an up-to-date vehicle condition assessment be done to update the fleet asset register.

**RESPONSIBLE OFFICIAL :****J SOLOMONS****TARGET DATE FOR IMPLEMENTATION :****ONGOING**



**PORTFOLIO COMMITTEE :  
MANAGEMENT SERVICES**

**Chairperson :**

**Cllr F Africa**

**Committee Members :**

**Cllrs A Komani, C Resandt,  
Ald T Nqinata & Cllr T Gwele**

1.  
**REVISED LEAVE POLICY**

L Bucchianeri  
14 August 2023

Senior Manager: Human Resources

(028) 313 8120

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**EXECUTIVE SUMMARY**

The purpose of this policy is to regulate leave matters of employees of the Overstrand Municipality.

**RECOMMENDATION TO THE COUNCIL:**

that the Draft Revised Leave Policy **be approved**.

**RESPONSIBLE OFFICIAL :**

**L BUCCHIANERI**

**TARGET DATE FOR IMPLEMENTATION :**

**1 DECEMBER 2023**

2.  
**ICT SYSTEMS SECURITY POLICY**

**C Johnson**  
**8 September 2023**

**ICT Systems Developer**

**(028) 313 8190**

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**EXECUTIVE SUMMARY**

The purpose of this report is to recommend to Council the approval of the Information and Communication Technology (ICT) Systems Security Policy.

**RECOMMENDATION TO THE COUNCIL:**

that the ICT Systems Security Policy **be approved**.

**RESPONSIBLE OFFICIAL :**

**C JOHNSON**

**TARGET DATE FOR IMPLEMENTATION :**

**OCTOBER 2023**

**3.  
AMENDMENT BY-LAW ON RULES OF ORDER FOR INTERNAL  
ARRANGEMENTS, 2022**

**J Wilkinson  
09 November 2023**

**Senior Manager : Legal Services**

**(028) 313 8917**

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**EXECUTIVE SUMMARY**

Amendment By-law on Rules of Order for Internal Arrangements, 2022.

**RECOMMENDATION TO THE COUNCIL:**

that the Draft Amended Rules of Order for Internal Arrangements, 2022 **be adopted** for the Overstrand Municipality.

**RESPONSIBLE OFFICIAL :**

**J WILKINSON**

**TARGET DATE FOR IMPLEMENTATION :**

**IMMEDIATELY SUBSEQUENT  
TO PUBLICATION IN THE  
PROVINCIAL GAZETTE**

**The meeting adjourned at 12:02**

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**DATE**

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**DR. A RABIE - EXECUTIVE MAYOR**