



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE /

IMIZUZU

DATE / DATUM / UMHLA : 28 NOVEMBER / NOVEMBA 2025
VENUE / PLEK / INDAWO : BANQUETING HALL / BANKETSAAL
CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU
HERMANUS
TIME / TYD / IXESHA : 09:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

**MINUTES OF AN ORDINARY MEETING OF THE
MAYORAL COMMITTEE
HELD IN THE BANQUETING HALL, HERMANUS
ON 28 NOVEMBER 2025, AT 09:00**

PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Dr D O'Neill, Municipal Manager
Ms D Arrison, Director : Corporate Services
Mr S Müller, Chief Engineer : Infrastructure Services
Mr H Vorster, Acting Director: Community Services
Mr R Kuchar, Divisional Manager : Town & Regional Planning
Ms A Le Roux, Divisional Manager : Property Management
Mr E Solomons, Assistant Chief: Fire, Health & Safety
Mr A Gcotyelwa, Manager: Integrated Human Settlements and Development
Ms H van Tonder, Manager : Administrative Support Services
Mr P de Gruchy, Senior Superintendent: Municipal Public Safety
Ms C Fisher, Chief Clerk: Committee Services
Ms S Swart, Senior Committee Officer
Mr A Lekay, Senior Clerk
Mr C Solomons, Technical Support

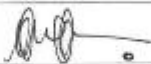
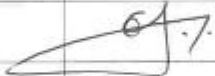
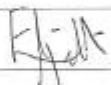




ALSO PRESENT: **Members of the Public**

MINUTES/.....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING

28 NOVEMBER 2025

ALDERMEN/COUNCILLORS	SIGNATURE
KLAAS, A	
AFRICA, F	
GILLION, E	
KOMANI, A	
LERM, C	
NUTT, R	
WILLIAMS, S	

1. OPENING

Cllr R Nutt opened with prayer. The Executive Mayor, Ald A Klaas, opened the meeting and welcomed those present.

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. CONFIRMATION OF MINUTES**3.1 Minutes of an Ordinary Meeting of the Mayoral Committee held on Tuesday, 28 October 2025 at 10:00****RESOLVED:**

the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Tuesday, 28 October 2025 at 10:00**, were confirmed.

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

The Municipal Manager, Dr D O'Neill, reported that the final Audit Report for 2024/2025 will be issued today, 28 November 2025.

5.
TOURISM MONTHLY REPORT: OCTOBER 2025

R Louw **Divisional Manager: Strategic Support Services**
10 November 2025

(028) 313 8071

EXECUTIVE SUMMARY

The purpose of this report is to provide and outline activities and initiatives of Tourism to promote the Overstrand. The report covers the activities for October 2025.

RESOLVED:

the tourism report for October 2025 **was noted**.

RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

4 DECEMBER 2025

PORTFOLIO COMMITTEE :

PLANNING & DEVELOPMENT

Chairperson :

Ald E Gillion

Committee Members :

**Ald K Brice, Cllrs C Resandt,
M Sihlahla and R Dees**

**1.
TOWN & SPATIAL PLANNING REPORT WITH REGARD TO APPLICATIONS
CONSIDERED IN TERMS OF DELEGATED AUTHORITY: SEPTEMBER –
OCTOBER 2025**

**R Kuchar
17 October 2025**

Divisional Manager: Town & Spatial Planning

(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 September – October 2025.

RESOLVED:

cognisance was taken of the town planning applications disposed of by the Authorised Official in terms of SPLUMA for the period September – October 2025:

- | | | |
|-----|--|-------------------|
| 1. | Erf 7529, Whale Rock Estate, Westcliff, Hermanus | 19 September 2025 |
| 2. | Erf 4245, 19 Seventeenth Avenue, Voëlklip, Hermanus | 19 September 2025 |
| 3. | Remainder of Erf 1253, Fairways Avenue, Eastcliff, Hermanus | 26 September 2025 |
| 4. | Erf 160, 11 Myrtle Street, Sandbaai, Hermanus | 30 September 2025 |
| 5. | Erf 3270, 1 Radyn Street, Onrustrivier, Hermanus | 30 September 2025 |
| 6. | Remainder Erf 243, Hermanus & Erf 6667, 7 Balfour Street, Westcliff, Hermanus | 9 October 2025 |
| 7. | Erf 11033, 21 Marine Drive, Westcliff, Hermanus | 9 October 2025 |
| 8. | Erf 3832, 4 Jacobus Geldenhuys Street, Onrustrivier, Hermanus | 15 October 2025 |
| 9. | Portion 2 (a portion of portion 1) of the farm No. 586, Hemel-en-Aarde Valley | 17 October 2025 |
| 10. | Erf 2124, 59 Fifth Street, Voëlklip, Hermanus | 20 October 2025 |
| 11. | Portion 75 (a portion of portion 4) of the farm Hermanus River No.542, Arabella Country Estate | 20 October 2025 |

cognisance was taken of the town planning applications disposed of by the Municipal Planning Tribunal in terms of SPLUMA that took place on 30 September 2025:

- | | | |
|----|--|-------------------|
| 1. | Erf 518, 24 Stream Road, Pringle Bay | 30 September 2025 |
| 2. | Erf 5568, 4 Agapanthus Road, Betty's Bay | 30 September 2025 |
| 3. | Erf 5629 (Ptn of Erf 4576), 1 Poplyria Road, Betty's Bay | 30 September 2025 |

4. Portion 156 of the Farm Baardscheerders Bosch No. 213 30 September 2025
5. Farm 905, Restless River, Hemel-en-Aarde Valley 30 September 2025

RESPONSIBLE OFFICIAL :

L TAYLOR

TARGET DATE FOR IMPLEMENTATION :

17 DECEMBER 2025

2.

PORTIONS OF ERVEN 5467 AND 6949 KLEINMOND (SITUATED ON THE CORNER OF MAIN ROAD AND LAGUNE STREET, KLEINMOND): RENEWAL OF LEASE OF MUNICIPAL PROPERTY TO THE KLEINMOND CYCLING CLUB

A Le Roux
9 October 2025

Divisional Manager: Property Management

(028) 316 5623

EXECUTIVE SUMMARY

To obtain approval to enter into a further lease agreement with the Kleinmond Cycling Club, hereafter referred to as “the Lessee”, in respect of portions of Erven 5467 and 6949 Kleinmond situated on the corner of Main Road and Lagune Street (jointly $\pm 1,275\text{m}^2$ in extent) (herein referred to as “the Property”) for a period of 9 (NINE) years and 11 (ELEVEN) months for the purpose of operating a bicycle track for recreational use.

RESOLVED:

1. the lease of municipal property, being portions of Erven 5467 and 6949 Kleinmond situated on the corner of Main Road and Lagune Street (jointly $\pm 1,275\text{m}^2$ in extent), for the purposes of operating a bicycle track for recreational purposes at a rental amount of R191.30 (ONE HUNDRED AND NINETY-ONE RAND THIRTY CENTS) (VAT excluded) per month from 1 September 2025 for a period of 9 (NINE) years and 11 (ELEVEN) months in terms of the Administration of Immovable Property Policy of the Overstrand Municipality, **was approved**; and
2. that the rental amount mentioned in 1 above escalate annually on 1 July in terms of the approved tariffs as stipulated in the Annual budget as approved by Council.

RESPONSIBLE OFFICIAL :

M ERASMUS

TARGET DATE FOR IMPLEMENTATION :

10 DECEMBER 2025

TARGET DATE TO INFORM APPLICANT :

10 DECEMBER 2025

TARGET DATE TO INFORM OBJECTOR :

N/A

3.

ARCHAIC ENCROACHMENT ON MUNICIPAL PROPERTY – LE & J THOMAS – A PORTION OF REMAINDER ERF 6257 HERMANUS (A PORTION OF ROAD RESERVE), ADJACENT TO ERF 5908 HERMANUS

A Le Roux
20 October 2025

Divisional Manager: Property Management

(028) 316 - 5623

EXECUTIVE SUMMARY

To consider the application received from LE & J Thomas (the owners of Erf 6257 Hermanus) to retain an archaic encroachment of $\pm 6\text{m}^2$ in extent on a portion of Remainder Erf 6257 Hermanus (a portion of road reserve), adjacent to Erf 5908 Hermanus, situated at 45 Fernkloof Drive, Hermanus, for the purpose of retaining a boundary wall.

RECOMMENDATION TO THE COUNCIL:

1. that the archaic encroachment on municipal property, being a portion of Remainder Erf 6257 Hermanus ($\pm 6\text{m}^2$ in extent), adjacent to the Western boundary of Erf 5908 Hermanus, to retain the existing boundary wall, at no fee payable, in terms of the Administration of Immovable Property Policy of the Overstrand Municipality, **be approved**;
2. that as motivated in the report, the deviation from the process for an enclosed encroachment as contained in the Administration of Immovable Property Policy in order to issue the necessary consent, **be approved**; and
3. that the written consent to be issued, of which the conditions must be accepted in writing by the Applicants', not be linked to a time frame but to the period the encroachment exists subject to the following conditions:
 - 3.1 Should the wall be damaged to such a nature that it must be reconstructed, that the wall be reconstructed on the Applicants' own property.
 - 3.2 The encroacher shall not at any time, or under any circumstances have any claim against the Municipality for improvements effected to or on the encroachment area, as well as any damages caused to the boundary wall located in the encroachment area.
 - 3.3 The encroacher shall be responsible for the maintenance and upkeep of the encroachment area (wall) and to ensure that the encroachment area is safe at all times during the period of the consent.

- 3.4 This approval shall under no circumstances be deemed to confer any real right or servitude of any kind in favour of the encroacher.
- 3.5 The encroacher will not obtain any vested and/or prescriptive rights on the encroachment area due to the Municipality's knowledge of the said encroachment nor any right or lawful claim to a grant of the encroachment area.
- 3.6 The encroacher will and must at all times well and sufficiently indemnify the Municipality and keep the Municipality indemnified against all liability howsoever caused or arising that may be direct or indirect result of the use of the encroachment area in question, and against all actions, suits, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against the Municipality or incurred or become payable by the Municipality at the suit of any person which may be direct or indirect result of the use of the encroachment area in question.
- 3.7 The encroacher may not make any alternations or additions to the boundary wall within the encroachment area without the prior written consent of the Municipality.

RESPONSIBLE OFFICIAL:

M BEKKER

TARGET DATE FOR IMPLEMENTATION:

9 DECEMBER 2025

TARGET DATE TO INFORM APPLICANT:

9 DECEMBER 2025

4.

A PORTION OF ERF 214 ZWELIHLE AND ERF 225 ZWELIHLE: DEVIATION FROM PARAGRAPH 18 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO LEASE MUNICIPAL PROPERTIES DIRECTLY TO LUKHANYO PRIMARY SCHOOL

**A Le Roux
14 October 2025**

**Divisional Manager: Property Management
(028) 316 5623**

EXECUTIVE SUMMARY

To obtain approval from Council to deviate from paragraph 18 of the Administration of Immovable Property Policy (as approved by Council on 25 November 2015) allowing the Municipality to lease a portion of Erf 214 Zwelihle ($\pm 120\text{m}^2$ in extent) and Erf 225 Zwelihle (266m^2 in extent) (jointly the "Properties") to Lukhanyo Primary School (the "Lessee") for the purpose of having teachers of the school reside on the respective Properties, without following a competitive bidding process.

RECOMMENDATION TO THE COUNCIL:

that the deviation from paragraph 18 of the Administration of Immovable Property Policy in order to lease a portion of Erf 214 Zwelihle ($\pm 120\text{m}^2$ in extent) and Erf 225 Zwelihle (266m^2 in extent) to Lukhanyo Primary School for a period of 3 (THREE) years without following a competitive process, **be approved**.

RESPONSIBLE OFFICIAL :

M ERASMUS

TARGET DATE FOR IMPLEMENTATION :

28 DECEMBER 2025

TARGET DATE TO INFORM LESSEE :

10 DECEMBER 2025

**5.
TRANSFER OF ERF 2350 VERMONT (CLOSED OPEN SPACE) AND
UNREGISTERED ERF 2630 (A PORTION OF ERF 2352) VERMONT (PORTION OF
CLOSED PUBLIC ROAD) TO THE AUVERGNE HOMEOWNERS ASSOCIATION**

**A Le Roux
30 June 2025**

Divisional Manager: Property Management

(028) 316 - 5623

EXECUTIVE SUMMARY

To obtain final approval for the transfer of Erf 2350 Vermont (63m² in extent) and unregistered Erf 2630 (a portion of Erf 2352) Vermont (2,024m² in extent) (hereinafter referred to as “the Properties”) to Auvergne Homeowners Association for private road and private open space purposes.

RECOMMENDATION TO THE COUNCIL:

1. that the transfer of Erf 2350 Vermont (63m² in extent) and unregistered Erf 2630 (a portion of Erf 2352) Vermont (2,024m² in extent), to Auvergne Homeowners Association, at an amount of R255,139.04 (TWO HUNDRED AND FIFTY FIVE THOUSAND ONE HUNDRED AND THIRTY NINE RAND AND FOUR CENTS) (VAT excluded) for private road and private open space purposes, **be approved**;
2. that Council take cognisance of the fact that the direct alienation and subsequent transfer is only approved as Erf 2350 Vermont and unregistered Erf 2630 (a portion of Erf 2352) Vermont is classified as non-viable properties;
3. that a condition be registered against the title deed of the properties that no structures of any kind (excluding a boundary wall or fence and a refuse area (on unregistered Erf 2630 (a portion of Erf 2352) Vermont) may be erected on the properties;
4. that all costs pertaining to the transaction, e.g. application costs, valuation costs, closure of public open space, rezoning, subdivision, transfer and related costs, advertisements, etc. be paid by Auvergne Homeowners Association; and
5. that it be noted that the municipal properties 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:

M ERASMUS

TARGET DATE FOR IMPLEMENTATION :

12 DECEMBER 2025

TARGET DATE TO INFORM APPLICANT:

26 DECEMBER 2025

6.

APPLICATION TO PURCHASE: A PORTION OF REMAINDER ERF 1253 HERMANUS (TRANSPORT ZONE: ROAD AND PARKING), ADJACENT TO ERF 12294 HERMANUS, SITUATED IN MITCHELL STREET, HERMANUS – MG DELPORT

**A Le Roux
10 October 2025**

Divisional Manager: Property Management

(028) 316 - 5623

EXECUTIVE SUMMARY

To consider the application received from MG Delpport (hereinafter referred to as “the Applicant”), the owner of Erf 12294 Hermanus, to purchase a portion of Remainder Erf 1253 Hermanus ($\pm 380\text{m}^2$ in extent) adjacent to the South-Eastern boundary of Erf 12294 Hermanus (hereinafter referred to as “the Property”) for parking purposes.

RESOLVED:

the item was **referred back**.

RESPONSIBLE OFFICIAL:**M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****12 DECEMBER 2025****TARGET DATE TO INFORM APPLICANTS:****20 DECEMBER 2025**

7.

ERF 2549 ONRUSTRIVIER: DEVIATION FROM THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 – HERMANUS COUNTRY KIDS**A Le Roux
20 October 2025****Divisional Manager: Property Management****(028) 316 5623**

EXECUTIVE SUMMARY

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 Hermanus Country Kids in respect of for the lease of Erf 2549 Onrustrivier (hereinafter referred to as the "Property") to continue their service as an Early Childhood Development Centre, Pre-Primary and Aftercare Centre, for a period of 2 (TWO) years, from 1 January 2026, without following a competitive process.

RESOLVED:

the item was **rejected**.

RESPONSIBLE OFFICIAL :**A LE ROUX****TARGET DATE FOR IMPLEMENTATION :****9 DECEMBER 2025****TARGET DATE TO INFORM APPLICANT :****9 DECEMBER 2025**

PORTFOLIO COMMITTEE :

INFRASTRUCTURE SERVICES

Chairperson :

Cllr C Lerm

Committee Members :

**Ald R de Coning, Cllrs S Fourie
M Sihlahla and V Bandeza**

PORTFOLIO COMMITTEE :

COMMUNITY SERVICES

Chairperson :

Cllr R Nutt

Committee Members :

**Ald K Brice, Cllrs T Els,
K Ngqandana and B Nombula**

1.

OPERATIONAL PLAN: FESTIVE SEASON: 2025/2026

D Nel

Manager: Parks, Recreation, Cemeteries & Refuse Removal

23 October 2025

(028) 313 8117

EXECUTIVE SUMMARY

The purpose of the report is to inform Council of the Operational Plan to be implemented 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 2025 until 18 January 2026 where applicable.

RESOLVED:

the content of the Operational Plan: Festive Season: 2025/2026, which is to be executed by the Directorate: Community Services, **was noted**.

RESPONSIBLE OFFICIAL :**TA GCOTYELWA
D NEL****TARGET DATE FOR IMPLEMENTATION :****1 DECEMBER 2025**

PORTFOLIO COMMITTEE :

MUNICIPAL PUBLIC SAFETY

Chairperson :

Cllr A Komani

Committee Members :

**Ald L Ntsabo, Cllrs H Lombard,
C Tafu-Nwonkwo & M Grimbeek**

**1.
STATUS OF FIRE BRIGADE VEHICLES – 2025/2026 QUARTER 1**

**L Smith
17 October 2025**

Chief: Fire, Rescue & Disaster Management

(028) 313 5041

EXECUTIVE SUMMARY

The purpose of this report is to advise on the status of the fleet for Fire, Rescue & Disaster Management for period 1 July – 30 September 2025.

RESOLVED:

the status of Fire Brigade Vehicles – 2025/2026 for quarter 1 **was noted**.

RESPONSIBLE OFFICIAL :

L SMITH

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

**PORTFOLIO COMMITTEE :
CORPORATE SERVICES**

Chairperson :

Cllr F Africa

Committee Members :

**Ald T Nqinata, Cllrs M Nomatiti
T Els & S Beyi**

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

PORTFOLIO COMMITTEE :
FINANCIAL SERVICES

Chairperson :

Cllr S Williams

Committee Members :

**Ald R de Coning, Ald D Coetzee,
Ald T Nqinata and Cllr J van Staden**

2.
OVERTIME REPORT FOR OCTOBER 2025

G Bucchianeri
13 November 2025

Manager: Budgeting

(028) 313 8913

EXECUTIVE SUMMARY

Report prepared regarding monthly overtime expenditure for October 2025 and comparative analysis with the same period for the prior year.

RESOLVED:

the report regarding overtime expenditure per Directorate/Department for the month of October 2025, **was noted**.

RESPONSIBLE OFFICIAL :

G BUCCHIANERI

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

The meeting adjourned at 09:31

DATE

A KLAAS – EXECUTIVE MAYOR