



Notice is hereby given in terms of Section 29 of the Local Government: Municipal Structures Act, Act 117 of 1998, that a **COUNCIL MEETING** of the 2016/2021 term of the Garden Route District Municipality will be held in the **CA Robertson Council Chambers, 54 York Street, George**, on **WEDNESDAY, 25 MARCH 2020** at **11:00** to consider the items as set out in the agenda.

*Kennis geskied hiermee ingevolge Artikel 29 van die Wet op Plaaslike Regering: Munisipale Strukture, 1998, Wet 117 van 1998, dat 'n **RAADSVERGADERING** van die 2016/2021 termyn van die Garden Route Distriksmunisipaliteit gehou sal word in die **CA Robertson Raadsaal, Yorkstraat 54, George**, op **WOENSDAG, 25 MAART 2020** om **11:00** ten einde oorweging aan die items soos in die agenda uiteengesit, te skenk.*

KuKhutshwe isaziso ngokwemiqathango yoMhlathi 29 woRhulumente Basekhaya: Umthetho Wezolawulo loMasipala, 1998, uMthetho 117 wango 1998, sokuba **iNTLANGANISO EKHETHEKILEYO YEBHUNGA** yexesha lika 2016/2021 loMasipala Wesithili se Garden Route izakubanjelwa **kwiGumbi leBhunga iCA Robertson, 54 York Street, e George NGOLWESITHATHU, 25 KWEYOKWINDLA 20120**ngentsimbi ye **11:00** ukuqwalasela imiba ebekwe kwi agenda.

MR MG STRATU
Municipal Manager
Munisipale Bestuurder
uManejala kaMasipala

Date: 24 MARCH 2020

ADDENDUM

SECTION E		
ITEMS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO		
E.5	<p>DELEGATIONS AND AUTHORIZATIONS DURING COUNCIL'S RECESS PERIOD / DELEGASIES EN MAGTIGINGS GEDURENDE DIE RAAD SE RESESTYDPERK / ABACHONGWA KUNYE NAMAGUNYA NGETHUBA OOCEBA BETHATHE IKHEFU</p> <p><i>Refer: Report (5/2/1) dated 24 March 2020 from the Executive Manager: Corporate Services (B Holtzhausen)</i></p>	3 – 7
E.6	<p>PROPOSED CLOSURE OF OFFICES FOR THE PERIOD 25 MARCH 2020 TO 16 APRIL 2020 / VOORGESTELDE SLUITING VAN KANTORE VIR DIE TYDPERK 25 MAART 2020 TOT 16 APRIL 2020 / ISIPHAKAMISO SOKUVALWA KWE OFISI NGEXESHA LOMHLA 25 KWEYOKWINDLA 2020 UKUYA NGOMHLA 16 KUTSHAZIMPHUZI 2020</p> <p><i>Refer: Report (5/9) dated 24 March 2020 from the Executive Manager: Corporate Services (B Holtzhausen)</i></p>	8 – 11

DISTRICT COUNCIL

25 MARCH 2020

**DELEGATIONS AND AUTHORIZATIONS DURING COUNCIL'S RECESS PERIOD /
DELEGASIES EN MAGTIGINGS GEDURENDE DIE RAAD SE RESESTYDPERK /
ABACHONGWA KUNYE NAMAGUNYA NGETHUBA OOCHEBA BETHATHE IKHEFU**

(5/2/1)

24 March 2020

REPORT FROM THE EXECUTIVE MANAGER CORPORATE SERVICES (B HOLTZHAUSEN)

PURPOSE OF THE REPORT

To delegate powers and to authorise the Executive Mayor and the Municipal Manager or their authorized replacements to exercise certain powers during Council's term of recess from 26 March 2020 (from 00:00) until 16 April 2020 (00:00).

BACKGROUND

The Executive Mayor intends to recommend to Council to enter into a period of recess from 26 March 2020 (from 00:00) until 16 April 2020 (00:00) in line with the President's instruction to contain the spread of the COVID 19 pandemic. Interim measurements must be put in place in order to ensure that Council's activities, such as management, services and administration continue.

In view of the aforementioned period of recess, the Executive Mayor, Cllr M Booysen and the Municipal Manager, Mr MG Stratu, or his successor in title, will be delegated and authorized to perform all official Council duties, responsibilities and functions during the recess period with the exception of those powers and functions as set out Section 160 (2) of the Constitution of the Republic of South Africa, 1996 namely:

- a) the passing of by-laws
- b) the approval of budgets
- c) the imposition of rates and other taxes, levies and duties; and
- d) the raising of loans
- e) disposal of Council properties
- f) appointment and dismissal of the municipal manager and section 56 managers in terms Section 56 of the Systems Act, Municipal Systems Act 32 of 2000
- g) all functions which are according to legislation reserved for Council only

RELEVANT LEGISLATION

Section 162 of the Constitution of the Republic of South Africa, 1996

Local Government Municipal Systems Act, Act 32 of 2000

GRDM Delegation System

FINANCIAL IMPLICATIONS

None

UITVOERENDE OPSOMMING

Aangesien die Uitvoerende Burgemeester van voornemens is om by die Raad aan te beveel dat die Raad in reses gaan vanaf 26 Maart 2020 (from 00:00) tot 16 April 2020 (00:00), soos per die President se instruksie om die "COVID 19"pandemie te probeer beperk, is dit noodsaaklik om te verseker dat werksaamhede en statutêre verpligtinge voortgesit word. Ten einde dit te reël is dit nodig dat die Uitvoerende Burgemeester en Munisipale Bestuurder vir genoemde tydperk daartoe gemagtig word.

RECOMMENDATIONS

1. That Council will be in recess for the period 26 March 2020 (from 00:00) until 16 April 2020 (00:00).

2. That the Executive Mayor, Cllr M Booysen and the Municipal Manager, Mr MG Stratu, or his successor in title, be delegated and authorized to perform all official Council duties, responsibilities and functions during the recess period 26 March 2020 (from 00:00) until 16 April 2020 (00:00) with the exception of those powers and functions as set out Section 160 (2) of the Constitution namely:
 - a) the passing of by-laws
 - b) the approval of budgets
 - c) the imposition of rates and other taxes, levies and duties; and
 - d) the raising of loans
 - e) disposal of Council properties
 - f) appointment and dismissal of the municipal manager and section 56 managers in terms Section 56 of the Systems Act
 - g) all functions which are according to legislation reserved for Council only.

3. That all the Committees and meetings during this period be postponed until further notice.

AANBEVELINGS

1. *Dat die Raad in reses sal wees vir die periode 26 Maart 2020 (from 00:00) tot 16 April 2020 (00:00).*

2. *Dat die Uitvoerende Burgemeester, Rdl M Booysen en die Munisipale Bestuurder, Mnr MG Stratu, of sy opvolger in titel, gedelegeer en gemagtig word om die Raad se amptelike verpligtinge, verantwoordelikhede en funksies vir die reses periode van 26 Maart 2020 (from 00:00) tot 16 April 2020 (00:00), uit te voer met die uitsondering van die ondergenoemdes soos in Artikel 160 (2) van die Grondwet vervat:*
- a) *die aanneme van verordeninge;*
 - b) *die goedkeuring van begrotings;*
 - c) *die oplegging van eiendomsbelasting en ander belastings, heffings en regte en*
 - d) *die verkryging van lenings.*
 - e) *vervreemding van raadseiendom,*
 - f) *aanstelling en skorsing van die Munisipale Bestuurder en Artikel 56 bestuurders in terme van Artikel 56 van die Munisipale Stelselwet,*
 - g) *Alle funksies wat in terme van wetgewing slegs vir die Raad gereseveer is.*
3. *Dat alle Komitees en vergaderings uitgestel word tot verdere kennisgewing.*

ISISINDULULO

1. Sokuba iBhunga lizooba sekhefini ukususela ngomhla we 26 kweyoKwindla 2020 (00:00) de kubengumhla we 16 kuTshazimphuzi 2020 (00:00).
2. Sokuba uSodolophi, uCeba M Booysen kunye noMphathi Masipala uMnu, MG Stratu,okanye lowo ungene endaweni yakhe, anikwe igunya nelungelo lokwenza yonke imicimbi esemthethweni yeBhunga,uxanduva kunye nemicimbi yonke ngethuba lekhefu eliqala ngomhla wesi 26 kweyoKwindla 2020 (00:00) de kubengumhla we 16 kuTshazimphuzi 2020 (00:00) igunya elo alichaphazeli ezingongoma zibhalwe kwiSebe 160 (2) loMgaqo Siseko woMzantsi Afrika ka 1996, ezizezi:

- a) uKuphunyezwa kwemithethwana yedolophi
- b) uKuphunyezwa kohlahlo lwabiwo-mali
- c) uKummisela irhafu yezakhiwo kwakunye naluphi na uhlobo lwerhafu
- d) uKwenza iimali-mboleko (amatyala)
- e) ukuthengisa imihlaba nezakhiwo zeBhunga, kunye no
- f) kuqesha nokugxotha uMphathi Masipala kunye neemanejala eziqeshwe ngokweSebe 56 loMthetho, ngokweSebe 56 loMthetho l Municipal Systems Act
- g) Lomiba ibekelwe kanye ibhunga lomasipala.

3. Sesokuba zonke iintlanganiso ze Komiti ngelixehsa libuyiselwe umva de kuphinde kukhutshwe isaziso.

**PROPOSED CLOSURE OF OFFICES FOR THE PERIOD 25 MARCH 2020 TO 16 APRIL 2020 /
VOORGESTELDE SLUITING VAN KANTORE VIR DIE TYDPERK 25 MAART 2020 TOT 16
APRIL 2020 / ISIPHAKAMISO SOKUVALWA KWE OFISI NGEXESHA LOMHLA 25
KWEYOKWINDLA 2020 UKUYA NGOMHLA 16 KUTSHAZIMPHUZI 2020**

(5/9)

24 March 2020

**REPORT FROM THE EXECUTIVE MANAGER: CORPORATE /STRATEGIC SERVICES (B
HOLTZHAUSEN)**

PURPOSE OF THE REPORT

To get approval from Council to grant special leave to all employees of the Garden Route District Municipalities offices for the period 24 March 2020 till 16 April 2020.

BACKGROUND

On 23 March 2020, The President announced a 21 day national lock down for all South Africans. South Africans will only be able to leave their homes under special circumstances as announced, including for medical care and to do essential shopping.

It is recommended to Council to consider the closing of the Garden Route District Municipality offices for the lock down period. Offices of the Garden Route District Municipality will close on 25 March 2020 at 13:30, except for essential services to continue as agreed. Special leave will be granted over this period starting from 24 March 2020, and Employees will have to submit special leave for the lock down period.

FINANCIAL IMPLICATIONS

Employees have to put in leave for this period. Essential services employees will need to work overtime when they have to work.

RELEVANT LEGISLATION

Collective Agreement in Building Industry Bargaining Council

Paragraph 5.1 of the Leave Policy

Main Collective Agreement

UITVOERENDE OPSOMMING

Die President het op 23 Maart 2020 'n 21 dae lange nasionale sluiting vir alle Suid-Afrikaners aangekondig. Suid-afrikaners sal hul huise slegs onder spesiale omstandighede kan verlaat soos aangekondig, insluitend vir mediese sorg en om noodsaaklike inkopies te doen.

Dit word aanbeveel dat die Raad die sluiting van die Garden Route-Distrikmunisipaliteit vir die sluitingstydperk oorweeg. Kantore van die Garden Route-Distrikmunisipaliteit sal sluit op 25 Maart 2020 om 13:30, behalwe dat noodsaaklike dienste voortgaan soos ooreengekom. Spesiale verlof word toegestaan oor hierdie periode vanaf 24 Maart 2020, en werknemers moet spesiale verlof voorlê vir die sluitingstydperk.

RECOMMENDATIONS TO COUNCIL

1. That all Garden Route offices, including the public works in the district shall close, except for essential services as agreed, on 25 March 2020 at 13:30 and re-open on Friday, 17 April 2020 at 07:30, unless new announcements and regulations are issued.
2. That staff members be requested to apply for special leave for the period 25 March 2020 till 16 April 2020.

3. That the relevant departments make the necessary arrangements in respect of the rendering of essential and emergency services over the period mentioned in one (1) above.
4. That the closure of the Garden Route District 's offices over the said period be advertised on the website.

AANBEVELINGS AAN DIE RAAD

1. *Dat al Garden Route Distriksmunisipaliteit se kantore, ingesluit openbare werke in die totale distrik, behalwe essensiele dienste soos ooreengkom, sal sluit op Woensdag, 25 Maart 2020 om 13:30 en sal heropen op Vrydag, 17 April 2020 om 07:30.*
2. *Dat dit van personeellede verwag sal word om spesiale verlofaansoeke in te dien ten opsigte van die tydperk 25 Maart 2020 tot 17 April 2020.*
3. *Dat die betrokke departemente geskikte reëlings met betrekking tot die lewering van essensiële en noodsaaklike dienste oor genoemde tydperk sal tref soos genoem in een (1), hierbo.*
4. *Dat die sluit van Garden Route Distriksmunisipaliteit se kantore oor genoemde periode in die op die webtuiste geadverteer sal word.*

IZINDULULO WKIBHUNGA

1. Sesokuba zonke iiOfisi ze Garden Route kuquka ezomsebenzi woluntu kwisithili zizakuvalwa, ngaphandle kwenkonzo ezibalulekileyo njengoko kuvunyelwene, ngomhla 25 kweyoKwindla 2020 ngentsimbi 13:30 ze zibuye zivulwe ngoLwesihlanu, 17 kuTshazimpuzi 2020 ngo 07:30, ngaphandle kuye kwapapashwa imithetho emitsha.
2. Sesokuba abasebenzi bacelwe ukuba bafake ikhefu elikhethekileyo kwixesha langomhla 25 kweyoKwindla 2020 ukuya 16 kuTshazimpuzi 2020.

3. Sesokuba amasebe afanelekileyo enze amalungiselelo afanelekileyo ngokuphathelene nonikezelo lwenkonzo ezingundoqo nezikaxakekeka kwelishesha liphawulwe ngasentla.

4. Sesokuba ukuvalwa kweefisi zoMasipala Wesithili se Garden Route kwelishesha lichaziweyo kupapashwe kwi website.