



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 2021/2026 term of the Garden Route District Municipality will be held at the CA Robertson Council Chambers on **WEDNESDAY, 26 JULY 2023** at **10:00** 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 2021/2026 termyn van die Garden Route Distriksmunisipaliteit gehou sal word in die CA Robertson Raadsaal **WOENSDAG, 26 JULIE 2023** om **10:00** 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 YEBHUNGA** yexesha lika 2021/2026 loMasipala Wesithili se Garden Route izakubanjelwa kwiGumbi leBhunga CA Robertson, **NGOLWESITHATHU, 26 KWEYEKHALA 2023** ngentsimbi ye **10:00** ukuqwalasela imiba ebekwe kwi agenda.

**ALD GR WOLMARANS**  
**SPEAKER**  
**SPEAKER**  
**SOMLOMO**

**MG STRATU**  
**Municipal Manager**  
**Munisipale Bestuurder**  
**Mphathi Masipala**

Date: 18 July 2023

## AGENDA

**1. OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO NOLWAMKELO**

C.1	<b>INAUGURATION OF COUNCILLOR: GARDEN ROUTE DISTRICT COUNCIL: CLLR F SEPTEMBER / INHULDIGING VAN RAADSLID: RDL F SEPTEMBER / UKUFUNGISWA KOOCEBA ABATSHA: IBHUNGA LESITHILI SE GARDEN ROUTE UCEBA F SEPTEMBER</b> <i>Refer from the Office of the Municipal Manager (MG Stratu)</i>	237 - 241
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**2. EVACUATION PROCEDURES / ONTRUIMINGSPROSEDURES / INKQUBO YOKUFUDUSWA**

**3. SILENT PRAYER (MEDITATION) / STILLE GEBED (MEDITASIE) / UMTHANDAZO OTHULEYO**

**4. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO**

**4.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG / OCEBA ABAKHOYO**

**4.2 COUNCILLORS WITH LEAVE / RAADSLEDE MET VERLOF / OCEBA ABAKWIKHEFU**

**4.3 COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA ABANGEKHO KWIKHEFU**

**5. NOTING OF THE PROVISIONS OF SCHEDULE 7 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL STRUCTURES AMENDMENT ACT, 2021 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 7 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE AANGEPASTE STRUKTURE WET, 2021 / UQWALASELO LWEMITHETHO-NEMIMISELO YOLUHLU 7 (INDLELA YOKUZIPHATHA KOOCEBA) LOMTHETHO WORHULUMENTE BASEKHAYA WESIMO SOMASIPALA OLUNGISIWEYO WANGO 2021**

**6. DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA KUNYE NAMAGOSA**

7	COMMUNICATIONS BY THE SPEAKER / MEDEDELINGS DEUR DIE SPEAKER / UNXIBELELWANO LUKASOMLOMO
8	COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU
9.	COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA

<b>10.</b>	<b>APPROVAL OF MINUTES OF COUNCIL MEETINGS / GOEDKEURING VAN NOTULES VAN RAADSVERGADERINGS / UKUPHUNYEZWA KWEMIZUZU YENTLANGANISO YEBHUNGA</b>	
10.1	Minutes of a Council meeting dated 30 May 2023 / Notule van 'n Raadsvergadering gedateer 30 Mei 2023 / Imizuzu yentlanganiso yeBhunga yangomhla 30 KuCanzibe 2023	<b>8 – 34</b>
10.2	Minutes of a Special Council meeting dated 09 June 2023 / Notule van 'n Spesiale Raadsvergadering gedateer 09 Junie 2023 / Imizuzu Yentlanganiso yeBhunga eKhethekileyo yangomhla 09 KweyeSilimela 2023	<b>35 – 70</b>
10.3	Minutes of a Special Council meeting dated 19 June 2023 / Notule van 'n Spesiale Raadsvergadering gedateer 19 Junie 2023 / Imizuzu Yentlanganiso yeBhunga eKhethekileyo yangomhla 19 KweyeSilimela 2023	<b>71 – 86</b>
<b>11.</b>	<b>MINUTES OF MAYORAL COMMITTEE MEETING AND SECTION 79 COMMITTEES (FOR NOTIFICATION) / NOTULES VAN BURGEMEESTERSKOMITEEVERGADERINGS EN ARTIKEL 79 A (VIR KENNISNAME) / IMIZUZU YEKOMITI KASODOLOPHU NEZINYE IKOMITI ZOMHLATHI 79 (ITHATHELWE INGQALELO)</b>	
11.1	Mayoral Committee meeting dated 28 March 2023 / Uitvoerende Burgemeesterskomiteevergadering gedateer 28 Maart 2023 / Imizuzu yentlanganiso Yekomiti Kasodolophu yangomhla 28 kweyoKwindla 2023	<b>87 – 118</b>
<b>12.</b>	<b>STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO</b>	
12.1	<b>PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT/VORDERINGSVERSLAG INSAKE DIE GARDEN ROUTE STREEK AFVALBESTUUR FASILITEIT PROJEK /INGXELO NGOOKUSELE KWENZIWE KWINDOWO YOLAWULO LWENKUNKUMA YENGINGI YE GARDEN ROUTE</b> <i>Refer Report from the Executive Manager (C Africa) / Regional Waste Manager (J Gie)</i>	<b>119 - 125</b>
12.2	<b>APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR MAY AND JUNE 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR MEI EN JUNIE 2023 / INGXELO NGABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KWINYANGA EYOKWINDLA NEKA UTSHAZ'IIMPUZI 2023</b> <i>Refer Report from the Executive Manager Corporate Services (B Holtzhausen) / Acting HR Manager ( L Shoto)</i>	<b>126 – 137</b>

SECTION A		
REPORTS FROM THE SPEAKER		
A.1	<b>RESTRUCTURING OF SECTION 79 AND 80 COMMITTEES / HERSAMESTELLING VAN ARTIKEL 79 EN 80 KOMITEES / LUNGELELWANISO LWEKOMITI ZOMHLATHI 79 KUNYE 80</b> <i>Refer</i> <i>Report from the Speaker (Ald G Wolmarans)</i>	138- 147
A.2	<b>REPORT ON THE ALLEGATION OF MISCONDUCT AGAINST COUNCILLOR J HOOGBAARD/ VERSLAG RAKENDE DIE AANTUIGING VAN WANGEDRAG TEEN RAADSLID J HOOGBAARD</b> <i>Report from the Speaker (Ald G Wolmarans)</i>	148 - 173
SECTION B		
REPORTS FROM THE EXECUTIVE MAYOR / VERSLAE VANAF DIE UITVOERENDE BURGEMEESTER / IMIBA EVELA KUSODOLOPHU		
B.1	<b>REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR / VERSLAG: ARTIKEL 52 VERANTWOORDELIKHEDE VAN DIE BURGEMEESTER / INGXELO: U MHLATHI 52 - UXANDUVA LUKA SODOLOPHU</b> <i>Report from the Executive Mayor (Ald M Booysen)</i>	174 - 236
SECTION C		
REPORTS FROM THE OFFICE OF THE MUNICIPAL MANAGER / ITEMS VANAF DIE KANTOOR VAN DIE MUNISIPALE BESTUURDER / IMIBA EVELA KWI OFISI YOMPHATHI MASIPALA		
C.1	<b>INAUGURATION OF DA COUNCILLOR: GARDEN ROUTE DISTRICT COUNCIL: CLLR F SEPTEMBER / INHULDIGING VAN DA RAADSLID: GARDEN ROUTE DISTRIKSMUNISIPALITEIT: RDL F SEPTEMBER / UKUFUNGISWA KOCEBA WE DA: IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA F SEPTEMBER</b> <i>Refer Report from the Municipal Manager (MG Stratu)</i>	237 - 241
SECTION D		
REPORTS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI		
D.1	<b>DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 MAY 2023 TO 31 MAY 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 MEI 2023 TOT 31 MEI 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWENCITHO MALI KWIXESHA LOMHLA 1 KUCANZIBE 2023 UKUYA 31 KUCANZIBE 2023</b> <i>Refer Report from the Acting Chief Financial Officer ( T Loliwe)</i>	242 -249
D.2	<b>DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 JUNE 2023 TO 30 JUNE 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 JUNIE 2023 TOT 30 JUNIE 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWENCITHO MALI KWIXESHA LOMHLA 1 KWEYESILIMELA 2023 UKUYA 30 KWEYESILIMELA 2023</b> <i>Refer Report from the Chief Financial Officer (C Boshoff)</i>	250 - 256
SECTION E		
REPORTS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO		

E.1	None / Geen / Asikho	
<b>SECTION F</b>  <b>REPORTS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU</b>		
F.1	<b>PROGRESS REPORT ON THE CLIMATE CHANGE EARLY WARNING INITIATIVES THROUGHOUT THE GARDEN ROUTE DISTRICT / VORDERINGSVERSLAG VAN DIE KLIMAATSVERANDERING VROEË WAARSKUWINGS INISIATIEWE IN DIE GARDEN ROUTE DISTRIK</b> <i>Refer Report from the Executive Manager Community Services (C Africa) / Manager Disaster Management (G Otto)</i>	257 - 273
F.2	<b>PROGRESS REPORT WITH REGARDS TO THE ACTIVITIES OF THE DISTRICT FOOD PANTRY/ VORDERINGSVERSLAG MET BETREKKING TOT DIE BEDRYF VAN 'N DISTRIK VOEDSEL SPENS / INGXELO MALUNGA NEMISEBENZI EYENZEIWE YINDAWO UOKUGCINA UKUYA YESITHILI</b> <i>Refer Report from the Executive Manager Community Services (C Africa) / Disaster Management Practitioner (W Jacobs)</i>	274 - 281
<b>SECTION G</b>  <b>REPORTS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT / ITEMS VANAF DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO</b>		
G.1	None / Geen / Asikho	
<b>SECTION H</b>  <b>REPORTS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT / ITEMS VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA YESEBE LEZICWANGCISO KUNYE NOPHUHLISO LOQOQOSHO</b>		
H.1	<b>REPORT ON THE PROGRESS OF THE GARDEN ROUTE GROWTH AND DEVELOPMENT STRATEGY IMPLEMENTATION / VERSLAG RAKENDE DIE VORDERING GEMAAK RAKENDE DIE IMPLEMENTERING VAN DIE GROEI EN ONTWIKKELINGSSTRATEGIE / INGXELO NGOMSEBENZI WOKUMISELWA KWESICWANGCISO SOBUCHULE BEZOHULO NOPHUHLISO LWE GARDEN ROUTE</b> <i>Refer Report from the Executive Manager Planning and Economic Development (L Menze / Manager EPWP (R Dyantyi)</i>	282 - 305
H.2	<b>QUARTERLY REPORT (3) – DETAILED IMPLEMENTATION OF THE GRDM'S AFFORDABLE HOUSING PROGRAMMES &amp; PROJECTS (SH/FLISP/GAP INITIATIVES) / KWARTAALVERSLAG (3) – GEDETAILLEERDE IMPLEMENTERING VAN DIE GRDM SE BEKOSTIGBARE BEHUISINGS PROGRAM &amp; PROJEKTE (SH/FLISP/GAP-INISIATIEWE) / INGXELO NGEKOTA (3) – INGCACISO YOKUMISELWA KWEENKQUBO KUNYE NEPROJEKTHI YEZINDLU EZIFIKELELEKAYO ZE-GRDM (AMAPHULO E SH/FLISP/GAP)</b> <i>Refer Report from the Executive Manager Planning and Economic Development (L Menze / Manager Human Settlements (J Mkunqwana)</i>	306 - 337

H.3	<b>PREPARATORY WORK/BASIC INFORMATION – PROGRESS WITH PLANNED DEVELOPMENT OF ERF 3803, MOSSEL BAY / VOORBEREIDINGSWERK/BASIESE INLIGTING – VORDERING MET BEPLANDE ONTWIKKELING VAN ERF 3803, MOSSELBAAI</b> <i>Refer Report from the Executive Manager Planning and Economic Development (L Menze / Manager Human Settlements (J Mkunqwana)</i>	338 – 347
<b>SECTION I</b>  <b>NOTICE OF URGENT MOTIONS / KENNISGEWING VAN DRIGENDE MOSIES / ISAZISO SEZIPHAKAMISO</b>		
I.1	None / Geen / Asikho	
<b>SECTION J</b>  <b>NOTICES OF MOTIONS / KENNISGEWING VAN MOSIES / ISAZISO SEZIPHAKAMISO</b>		
J.1	<b>MOTION CONDEMNING RACE-BASED LAWS AND CALLING FOR A NONRACIAL SOUTH AFRICA AND FOR PRESIDENT RAMAPHOSA TO SUSPEND THE IMPLEMENTATION OF THE RECENTLY APPROVED EMPLOYMENT EQUITY AMENDMENT ACT, 2023</b>	348 - 350
<b>SECTION K</b>  <b>IN CLOSED SESSION / IN GESLOTE SESSIE / KWI-SASHONI YASEKHUSINI</b>		
K.1	None / Geen / Asikho	
	<b>CLOSURE / SLUITING / UQUKUNJELO</b>	

Ald M Booysen  
 Ald GR Wolmarans  
 Ald G van Niekerk  
 Ald P Terblanche  
 Ald S De Vries  
 Ald CN Lichaba  
 Cllr / Rdl / Ceba NV Gungubele  
 Cllr / Rdl / Ceba J Hoogbaard  
 Cllr / Rdl / Ceba JG Meiring  
 Cllr / Rdl / Ceba K Malooi  
 Cllr / Rdl / Ceba C Scheepers  
 Cllr / Rdl / Ceba B van Noordwyk  
 Cllr / Rdl / Ceba CP Taute  
 Cllr / Rdl / Ceba D Acker  
 Ald JC Lambaatjeen  
 Cllr / Rdl / Ceba LSS van Rooyen  
 Cllr / Rdl / Ceba SM Toto  
 Ald V Gericke  
 Ald IC Kritzinger  
 Cllr / Rdl / Ceba DL Cronje  
 Cllr / Rdl / Ceba HRT Stroebel  
 Cllr / Rdl / Ceba NT Seti  
 Ald NS Ndayi  
 Ald RH Ruiters  
 Cllr / Rdl / Ceba M Kannemeyer  
 Cllr / Rdl / Ceba MA Mkonto  
 Cllr / Rdl / Ceba JJ Cornelius  
 Cllr / Rdl / Ceba JP Buys (as of 27 July 2022)  
 Cllr / Rdl / Ceba JJ Bavuma (as of 27 July 2022)  
 Cllr / Rdl / Ceba R April (as of 25 October 2022)  
 Cllr / Rdl / Ceba HD Ruiters (as of 14 December 2022)  
 Cllr / Rdl / Ceba RW Arends (as of 30 January 2023)  
 Cllr / Rdl / Ceba PE Petros (as of 27 February 2023)  
 Cllr / Rdl / D Saptoe (as of 30 May 2023)  
 Cllr / Rdl / Ceba R Louw (as of 19 June 2023)  
 1 x vacant



Minutes of a **Council meeting of**  
 the 2021/2026 term of  
 Garden Route District Council held at the **CA Robertson Council Chambers**, and via  
**Zoom on Tuesday, 30 May 2023 at 10:00**

*Notule van 'n **Raadsvergadering** van*  
*die 2021/2026 termyn*  
*van Garden Route Distriksraad gehou in die **CA Robertson Raadsaal** en via **Zoom***  
*op **Dinsdag, 30 Mei 2023** om **10:00***

Imizuzu **Yentlanganiso yeBhunga**  
 loMasipala Wesithili se Garden Route yexesha lika 2021/2026  
 nebibanjwe **ngoLwesibini, 30 kuCanzibe 2023**, ngo **10:00**  
 kwiGumbi **leBhunga iCA Robertson, nango Zoom,**

**1. OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO  
NOLWAMKELO**

The Speaker, Ald GR Wolmarans welcomed everybody present and thanked them for their attendance.

**2. EVACUATION PROCEDURES / ONTRUIMINGSPROSEDURES / IKNQUBO  
YOKUFUDUSWA**

The evacuation procedure were done via audio clip that explained the evacuation procedures in case of emergency.

**3. SILENT PRAYER (MEDITATION) / STILLE GEBED (MEDITASIE) / UMTHANDAZO  
OTHULEYO**

Cllr H Stroebel opened the meeting with a prayer.

**4. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO**

**4.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG /OOCEBA ABAKHOYO**

Ald M Booysen	DA
Ald GR Wolmarans	DA
Cllr / Rdl / Ceba J Hoogbaard	DA
Cllr / Rdl / Ceba K Malooi	DA
Cllr / Rdl / Ceba P Terblanche	DA
Cllr / Rdl / Ceba CA Swart	DA
Cllr / Rdl / Ceba JG Meiring	DA
Ald S De Vries	ANC
Ald CN Lichaba	ANC
Cllr / Rdl / Ceba NV Gungubele	ANC
Cllr / Rdl / Ceba JJ Cornelius	ICOSA
Cllr / Rdl / Cceba JP Buys	PBI
Cllr / Rdl / Ceba D Saptoe	GOOD
Cllr / Rdl / Ceba D Acker	FREEDOM FRONT PLUS
Ald GJ van Niekerk	George Municipality
Ald IC Krtizinger	George Municipality

Cllr / Rdl / Ceba D L Cronje  
 Ald V Gericke  
 Cllr / Rdl / Ceba B van Noordwyk  
 Cllr / Rdl / Ceba CP Taute  
 Cllr / Rdl / Ceba HRT Stroebeel  
 Cllr / Rdl / Ceba RW Arends  
 Cllr / Rdl / Ceba PE Petros  
 Ald NS Ndayi  
 Cllr / Rdl / Ceba NT Seti  
 Cllr / Rdl / Ceba JJ Bavuma  
 Cllr / Rdl / Ceba M Kannemeyer  
 Ald JC Lambaatjeen  
 Cllr / Rdl / Ceba S van Rooyen  
 Cllr / Rdl / Ceba R April

George Municipality  
 George Municipality  
 Hessequa Municipality  
 Hessequa Municipality  
 Knysna Municipality  
 Knysna Municipality  
 Knysna Municipality  
 Bitou Municipality  
 Bitou Municipality  
 Mossel Bay Municipality  
 Mossel Bay Municipality  
 Oudtshoorn Municipality  
 Oudtshoorn Municipality  
 Oudtshoorn Municipality

#### OFFICIALS / AMPTENARE / AMAGOSA

Mr / Mnr / Mnu MG Stratu  
 Ms / Me / Nkzn B Holtzhausen

Mr / Mnr / Mnu T Loliwe

Mr / Mnr / Mnu C Africa

Mr / Mnr / Mnu L Menze

Mr/Mnr /Mnu JG Daniels

Mr / Mnr / Mnu S Maqekeni

Ms / Me / Nkzn N Davids

Mr / Mnr / Mnu K Nieuwoudt

Municipal Manager  
 Executive Manager Corporate  
 Services  
 Acting Executive Manager  
 Financial Services  
 Executive Manager  
 Community Services  
 Executive Manager Economic  
 Development and Planning  
 Executive Manager  
 Roads and Transport  
 Services  
 Manager Integrated Support  
 Services & Legal Compliance  
 Manager Legal Service  
 Manager ICT

Mr / Mnr / Mnu C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Mnr / Mnr / Mnu T Mpuru	Manager SCM, Stores & Data
Ms / Me / Nksnz L Hoek	Manager BTO, AFS & Assets
Ms/ Me / Nksnz M James	District IDP Manager
Ms Me / Nkzn P Lufele	Chief Audit Executive
Ms / Me / Nkzn N Klaas	Manager Policy Development and Research
Ms / Me / Nksnz L James	Risk Management Manager
Mr / Mnr / Mnu J Compion	Manager Municipal Health Services
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu G Otto	Manager Disaster Management
Mr / Mnr / Mnu D Stoffels	Fire Chief
Mr / Mnr / Mnu R Dyantyi	Manager EPWP
Ms / Me / Nksnz R Matthews	Head: Committee Services
Ms / Me / Nksnz T Gauzela	Committee Officer

#### 4.2 **COUNCILLORS AND OFFICIALS WITH LEAVE / RAADSLEDE EN AMPTENARE MET VERLOF / OCEBA ABAKWIKHEFU**

Cllr / Rdl / Ceba SM Toto	George Municipality
Cllr / Rdl / Ceba HD Ruiters	Kannaland Municipality
Cllr / Rdl / Ceba MA Mkonto	Mossel Bay Municipality
Ald RH Ruiters	Mossel Bay Municipality

#### 4.3 **COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA ABANGEKHO**

None / Geen / Azikho

5. **NOTING OF THE PROVISIONS OF SCHEDULE 7 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL STRUCTURES AMENDMENT ACT, 2021 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 7 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE AANGEPASTE STRUKTUREWET, 2021 / UQWALASELO LWEMITHETHO-NEMIMISELO YOLUHLU 7 (INDLELA YOKUZIPHATHA KOOCEBA) UMTHETHO WEZOLAWULO LOMASIPALA WORHULUMENTE WASEKHAYA, 2021**

The Code of conduct was noted.

6. **DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA KUNYE NAMAGOSA**

None / Geen / Abekho

7. **COMMUNICATIONS BY THE SPEAKER / MEDEDELINGS DEUR DIE SPEAKER / UNXIBELELWANO LUKASOMLOMO**

The Speaker, Ald G Wolmarans communicated the following:

The Speaker informed the Council that the following Cllrs will celebrate their birthdays during the month of June: Cllr R April, Ald M Booysen, Ald V Gericke, Ald C Lichaba, Ald N Ndayi, Cllr J Cornelius and Cllr N Seti.

The Speaker reminded the Councillors of the Special Council meeting that is going to take place on 09 June 2023.

8. **COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU**

The Executive Mayor communicated the following:

The Executive Mayor reported that the Deputy Mayor of Prince Albert has passed away and that the funeral will take place this upcoming weekend. The Executive Mayor, on behalf of Council conveyed condolences to the Botes family.

The Executive Mayor informed Council that today is the last meeting that Cllr C Swart will be attending at GRDM as a GRDM Councillor. The Executive Mayor thanked Cllr Swart for his hard work and the significant role he played whilst being a Cllr at GRDM and wished him all the best.

The Executive Mayor reported that at the meeting today, very important reports are going to be dealt with and are contained in the agenda, namely the Budget and the IDP. The Executive Mayor said that at today's Council meeting half a Billion Rand will be appropriated.

The Executive Mayor reported that an advertisement was placed by the GRDM for 120 training opportunities. The advertisement is for unemployed youth to become patrol officers and the intention is that they will be deployed all over the GRDM area where they will work hand in hand with trained and seasoned law enforcement officers. The successful candidates will receive a stipend of R2000 per month whilst receiving their training. The Executive Mayor mentioned that the closing date for applications is 01 June 2023.

The Executive Mayor reported that the 3<sup>rd</sup> Skills Summit will be taking place on 13-14 July 2023 in Knysna. One of the main topics for discussion at the summit is going to be what has been achieved with the skills mecca concept. Topics such as how many youth have been employed through the skills mecca, how much money was generated, future projects etc ,will form part of the main discussion points. The Executive Mayor said that this summit will coincide with the career festival that will also be hosted in Knysna. The Executive Mayor said that these types of projects are GRDM's manner of trying to deal with unemployment amongst youth in our area. The details of the summit will be communicated soon.

The Executive Mayor reported that GRDM received a visit from the National Minister of Human Settlements, Minister Mmamoloko Kubayi. The Executive Mayor said that through his engagements with the Minister a lot was discussed and on 06 June 2023, a Human Settlements Accreditation workshop will take place at the Protea Hotel, George. At the workshop all questions / uncertainties will be discussed accordingly and the accreditation process of GRDMetc

The Executive Mayor reported that GRDM was also visited by the Provincial MEC of Infrastructure, Minister Tertius Simmers. Minister Simmers came to check up on the progress of the Gwaing project. The Executive Mayor said that everybody who visited the Gwaing site was impressed with the progress made thus far. The Executive Mayor said that after completion of the project it will make a huge difference in terms of road quality and will assist the farmers to move their products to the airport or to fresh produce markets. The Executive Mayor reported that this project has about 70 people involved and are EPWP workers. The Executive Mayor said that the Western Cape has the best Roads in South Africa and that of the billions of rands that are allocated for Infrastructure projects, the Western Cape receives the biggest part of the money because of its capabilities.

The Executive Mayor reminded Council that because it is winter, people make fires and that leads to unintentional fires, especially in the informal settlements. The Executive Mayor reported that during last term GRDM installed smoke detectors and received positive outcomes especially in the Bitou area and in Kannaland area where more than 1700 smoke detectors has been installed. The intention with this project is to roll it out in all the 7 municipal areas where informal dwellings are located.

The Executive Mayor reported that Council has embarked on the establishment of a Fresh Produce Market and the Provincial Government and the MEC for Agriculture has given GRDM the thumbs up to go ahead with this initiative. All the feasibility studies have been done.

The Executive Mayor reported that during last week an engagement with the Chief Director of DTIC took place and from that engagement there are going to be follow up meetings. The Executive Mayor said that after the engagement feedback will be given to Council.

Under the communications by the Executive Mayor Ald S de Vries communicated the following:

Ald S de Vries extended his condolences to the family members of the Deputy Mayor of Prince Albert. Ald S de Vries wished Cllr C Swart well with his future endeavours.

Ald S de Vries said that in terms of the Garden Route Skills Mecca that is going to take place in Knysna, he requested that Council in advance decide on how to involve Councillors from GRDM and that the numbers of the Councillors must be identified early in advance.

Ald S de Vries thanked Ald M Booysen for the verbal feedback with regards to the visits by the different MEC's, but he requested that invitations should also be forwarded to the opposition Councillors for such events.

Ald S de Vries said that Council is aware of the various catalytic projects that GRDM has embarked on and requested that regular reports be submitted to Council on the status.

Ald S de Vries thanked the Executive Mayor for the draft Social Compact document and said that it will be distributed to all the members of the opposition party for their comments, but requested the Executive Mayor to provide a cut off date for the provision of comments.

Under the Communications of the Executive Mayor, Cllr JP Buys communicated the following:

Cllr JP Buys said that the fire station is a distance from his ward, and when a fire occurs the fire truck arrives without water. He has been informed that the fire trucks cannot stand at the various depots with water in the tanks.

Cllr JP Buys asked if the situation is the same in Garden Route with regards to the story of fire trucks. Cllr PJ Buys said that in previous years, Imbizo's used to take place, but he has noticed that Imbizo's are not taking place anymore. Cllr JP Buys said that he has realized that the communities are suffering and becoming more poorer. Cllr JP Buys went on to say that everyday, he has to drive members of his ward to George to the SASSA offices. Cllr PJ Buys said that in the previous years, Ward Councillors had a fund to assist members of their wards but he has noticed that it does not happen anymore.

The Executive Mayor responded to Cllr JP Buys and requested Mr C Africa to provide feedback. Mr C Africa responded by saying that the comments received from Cllr JP Buys are really concerning and that he can report that George Municipality has just purchased 4 new fire trucks, but he will follow up with George Municipality and contact Cllr JP Buys.

The Executive Mayor responded to Ald S de Vries by saying that he will communicate the cut off dates for inputs with regards to the Social Impact document that has been distributed.

**9. COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA**

The Municipal Manager communicated the following:

The Municipal Manager welcomed Cllr D Saptoe back at GRDM. The Municipal Manager also wished Cllr C Swart well with his future endeavors.

The Municipal Manager reported that GRDM Council is the host of the GRDM Skills Mecca Summit so there should be no questions such as who should be invited and who should not be invited. The Municipal Manager said that Administration will assist with the logistics thereof.

The Municipal Manager reported that the construction work permit for the Regional Waste Management facility is still outstanding from Department of Labour and as soon as the permit is received the site will be handed over to the contractor.

The Municipal Manager said that on 09 June 2023 the Debt Agreement from Standard Bank will be presented to Special Council meeting for approval to be granted that the Executive Mayor and himself should sign.

The Municipal Manager reported that on Sunday, 28 May 2023, a phone call was received from the Safe Information Technology Agency (SITA) informing him that they ran out of Diesel. The Municipal Manager said that because of the fact that they ran out of Diesel, it would have meant that state institutions such as hospitals, etc, would not be able to function.. They borrowed 1000 litres of diesel from GRDM. The Municipal Manager instructed Mr J Daniels to assist in that regard, and the Municipal Manager reported that the diesel has been returned.

The Municipal Manager reported that Standard Bank has requested that a photo event be arranged at the Regional Waste Management facility as part of their branding initiatives. The Municipal Manager said that more information regarding this will be communicated to all Councillors.

The Municipal Manager reported that the administration is going to add water to the top 10 risks in the register of GRDM. The Municipal Manager reported that a consultant is going to be appointed to drive the Section 78 process for the GRDM to become a Water Services Authority. The Municipal Manager urged Councillors to elevate the water crisis in our area at their various political parties.

The Municipal Manager reported that GRDM received R10 million from the LGSETA for training of young people in water, waste water treatment and process controllers and electricians. The Municipal Manager reported that GRDM received R500 000 for the Integrated Transport Plan for our region.

The Municipal Manager reported that the Recruitment process for the appointment of the CFO is completed. GRDM has received the correspondence from the MEC in terms of Section 56. The Municipal Manager reported that on Thursday, 01 June 2023 he is going to meet with Mr Boshoff to negotiate the contract so that he can start on 01 July 2023. The Municipal Manager reported that Council has instructed him to negotiate within the Upper limits and that there are 3 bands, namely minimum, medium and maximum, for consideration. The Municipal Manager expressed his gratitude towards Mr Loliwe and the rest of the team for the hard work that has been done during the time he acted in the position.

The Municipal Manager reported that the closing date for applications for the Manager Human Resources is on Friday, 02 June 2023.

Under the Communications of the Municipal Manager, Ald G Wolmarans communicated the following:

Ald G Wolmarans thanked Mr T Loliwe for the hard work and dedication that he has displayed during the months that he was acting as CFO.

Under the Communications of the Municipal Manager, Ald S de Vries communicated the following:

Ald S de Vries also thanked Mr T Loliwe for the hard work he has displayed during the months that he was acting as CFO. Ald S de Vries said that it is sad that the DA Coalition party could not see the value of the person that compiled the budget that is on the agenda today.

Under the Communications of the Municipal Manager, Ald M Booysen communicated the following:

Ald M Booysen also thanked and acknowledged Mr T Loliwe for the hard work he has displayed during the months that he was acting as CFO.

Under the Communications of the Municipal Manager, Cllr JP Buys communicated the following:

Cllr JP Buys also thanked Mr T Loliwe for the hard work he has displayed during the months that he was acting as CFO.

Under the Communications of the Municipal Manager, Ald CN Lichaba communicated the following:

Ald CN Lichaba said that she is pleased that the Municipal Manager is prioritizing the Water and Sanitation, because it is a point that the ANC has been advocating for especially at the Community Services Portfolio.

Under the Communications of the Municipal Manager, Cllr D Acker asked the following question:

Cllr Acker asked if the meeting with Knysna Municipality as stated in the minutes of the meeting dated 28 March 2023, has taken place yet.

Under the Communications of the Municipal Manager, Ald S de Vries asked the following question:

Ald S de Vries asked if all the participating municipalities have signed the contract with regards to the landfill site.

The Municipal Manager responded to the questions in the following manner:

The report regarding the Knysna matter and all other properties matters will serve at the Special Council meeting on 09 June 2023. The Municipal Manager reported that the Legal Department is currently dealing with the matter.

The Municipal Manager responded that all the Municipalities are supposed to go through a Section 33 process which is a public participation process that indicates that they will be contracting with GRDM for a period longer than 3 years and they have done so and that all the municipalities have advertised. The Mossel Bay municipality has already forwarded all their documentation to GRDM.

The Municipal Manager concluded that as an institution GRDM is very excited because tomorrow the report from the Auditor General will be published and that GRDM's name will appear amongst the names of the municipalities who yet again received a clean audit report from the Office of the Auditor General.

**10. APPROVAL OF MINUTES OF COUNCIL MEETING / GOEDKEURING VAN NOTULES VAN RAADSVERGADERING / UKUPHUNYEZWA KWEMIZUZU YENTLANGANISO YEBHUNGA**

**10.1 MINUTES OF A COUNCIL MEETING DATED 28 MARCH 2023 / NOTULE VAN 'N RAADSVERGADERING GEDATEER 28 MAART 2023 / IMIZUZU YENTLANGANISO YEBHUNGA YANGOMHLA 28 KWEYOKWINDLA 2023 (PG 7-40)**

**RESOLVED**

That the minutes of the Council meeting dated 28 March 2023, be approved,

**BESLUIT**

*Dat die notule van die Raadsvergadering gedateer gedateer 28 Maart 2023, goedgekeur word.*

**ISIGQIBO**

Sesokuba Imizuzu Yentlanganiso yeBhunga yangomhla 27 KweyoKwindla 2023 iphunyezwe.

10.2 **MINUTES OF A SPECIAL COUNCIL MEETING DATED 20 APRIL 2023 / NOTULE VAN 'N SPESIALE RAADSVERGADERING GEDATEER 20 APRIL 2023 / IMIZUZU YENTLANGANISO EKHETHEKILEYO YEBHUNGA YANGOMHLA 20 KUTSHAZIMPHUZI 2023 (PG 41-54)**

**RESOLVED**

That the minutes of the Special Council meeting dated 20 April 2023, be approved,

**BESLUIT**

*Dat die notule van die Spesiale Raadsvergadering gedateer gedateer 20 April 2023, goedgekeur word.*

**ISIGQIBO**

Sesokuba Imizuzu Yentlanganiso Ekhethekileyo yeBhunga yangomhla 20 KuTshazimphuzi 2023, iphunyezwe.

10.3 **MINUTES OF A SPECIAL COUNCIL MEETING DATED 21 APRIL 2023 / NOTULE VAN 'N SPESIALE RAADSVERGADERING GEDATEER 21 APRIL 2023 / IMIZUZU YENTLANGANISO EKHETHEKILEYO YEBHUNGA YANGOMHLA 21 KUTSHAZIMPHUZI 2023 (PG 55-63)**

**RESOLVED**

That the minutes of the Special Council meeting dated 21 April 2023, be approved,

**BESLUIT**

*Dat die notule van die Spesiale Raadsvergadering gedateer gedateer 21 April 2023, goedgekeur word.*

**ISIGQIBO**

Sesokuba Imizuzu Yentlanganiso Ekhethekileyo yeBhunga yangomhla 21 KuTshazimphuzi 2023, iphunyezwe.

11. MINUTES OF MAYORAL COMMITTEE MEETING/ SECTION 79 COMMITTEES AND OTHER COMMITTEES (FOR NOTIFICATION) / NOTULE VAN DIE BURGEMEESTERSKOMITEEVERGADERING/ ARTIKEL 79 KOMITEES EN ANDER KOMITEES (VIR KENNISNAME) / IMIZUZUZ YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI ZOMHLATHI 79 (ITHATHELWE INGQALELO)

11.1 MAYORAL COMMITTEE MEETING DATED 27 FEBRUARY 2023 / UITVOERENDE BURGEMEESTERSKOMITEEVERGADERING GEDATEER 27 FEBRUARIE 2023 / IMIZUZU YENTLANGANISO YEKOMITI KASODOLOPHU YANGOMHLA 27 KWEYOMDUMBA 2023 (PG 64-84)

**RESOLVED**

That the minutes of the Executive Mayoral Committee meeting dated 27 February 2023, be noted.

**BESLUIT**

*Dat kennis geneem word van die notule van die Uitvoerende Burgemeesterskomitee wat plaasgevind het op 27 Februarie 2023.*

**ISIGQIBO**

Sesokuba imizuzu yentlanganiso yeKomiti kaSodolophu nenibanjwe ngomhla 27 kweyoMdumba 2023, ithathelwe ingqalelo.

11.2 MINUTES OF A BUDGET STEERING COMMITTEE MEETING DATED 27 FEBRUARY 2023/ NOTULE VAN 'N BEGROTINGSLOODSKOMITEEVERGADERING GEDATEER 27 FEBRUARIE 2023 / IMIZUZU YENTLANGANO YOLAWULO LOHLAHLOLWABIWO MALI NGOMHLA 27 KWEYOMDUMBA 2023 (PG 64-84)

**RESOLVED**

That the minutes of the Budget Steering Committee meeting dated 27 February 2023, be noted.

**BESLUIT**

*Dat kennis geneem word van die notule van die Begrotingsloodskomitee vergadering wat plaasgevind het op 27 Februarie 2023.*

**ISIGQIBO**

Sesokuba imizuzu Yentlangano Yolawulo Lohlahlolwabiwo mali ngomhla 27 kweyoMdumba 2023, ithathelwe ingqalelo.

11.3 **MINUTES OF A SPECIAL GOVERNANCE COMMITTEE MEETING DATED 12 OCTOBER 2022 / NOTULE VAN 'N SPESIALE HUISKOMITEEVERGADERING GEDATEER 12 OKTOBER 2022 / IMIZUZU YENTLANGANO EKHETHEKILEYO YEKOMITI YEZOLAWULO YANGOMHLA 12 KWEYEDWARHA 2022 (PG 92 -98)**

**RESOLVED**

That the minutes of a Special Governance Committee meeting dated 12 October 2022, be noted.

**BESLUIT**

*Dat kennis geneem word van die notule van 'n Spesiale Huiskomiteevergadering wat plaasgevind het op 12 Oktober 2022.*

**ISIGQIBO**

Sesokuba imizuzu yentlangano Ekhathekileyo Yekomiti Yezolawulo yangomhla 12 kweyeDwarha 2022 ithathelwe ingqalelo.

11.4 **MINUTES OF A MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) MEETING DATED 06 DECEMBER 2022 / NOTULE VAN MUNISIPALE PUBLIEKE REKENINGEKOMITEE (MPRK) GEDATEER 06 DESEMBER 2022 / IMIZUZU YEKOMITI YENCWADI ZOLUNTU (MPAC) YANGOMHLA 06 KWEYOMNGA 2022 (PG 99- 110)**

**RESOLVED**

That the minutes of a Municipal Public Accounts Committee meeting dated 06 December 2022, be noted.

**BESLUIT**

*Dat kennis geneem word van die notule van 'n Munisipale Rekeningekomitee vergadering wat plaasgevind het op 06 Desember 2022.*

**ISIGQIBO**

Sesokuba imizuzu Yekomiti Yencwadi Zoluntu yangomhla 06 kweyeMnga 2022 ithathelwe ingqalelo.

**12. STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO**

12.1 None / Geen / Asikho

**A. REPORTS FROM THE SPEAKER / VERSLAЕ VANAF DIE SPEAKER / IMIBA EVELA KU SOMLOMO**

A.1 None / Geen / Asikho

**B. REPORTS FROM THE EXECUTIVE MAYOR / VERSLAЕ VANAF DIE UITVOERENDE BURGEMEESTER / IMIBA EVELA KUSODOLOPHU**

B.1.

**GARDEN ROUTE DISTRICT MUNICIPALITY DRAFT AMENDED 2022-2027 INTEGRATED DEVELOPMENT PLAN (IDP) / GARDEN ROUTE KONSEP GEWYSIGDE 2022-2027 GEÏNTEGREERDE ONTWIKKELINGSPLAN (GOP) / UYILO LWESICWANGCISO SENDIBANISELWANO YOPHUHLISO SOMASIPALA WESITHILI SE GARDEN ROUTE ESILUNGISIWEYO SIKA 2022/2027**

*Refer Report from the Executive Mayor (Ald M Booysen) / Executive Manager Planning and Economic Development (L Menze)(pg. 912-312)*

**RESOLVED**

- 5.1 That Council approves the amended Integrated Development Plan.
- 5.2 That Council notes the performance review on the implementation of the GRDM MSDF.
- 5.3 That the MSDF be updated/amended according to the prescribed process.

**BESLUIE**

- 5.1 *Dat die Raad die gewysigde Geïntegreerde Ontwikkelingsplan goedkeur.*
- 5.2 *Dat die Raad kennis neem van die prestasie oorsig wat gedoen is in terme van die Munisipale Ruimetelike Ontwikkelingsraamwerk.*
- 5.3 *Dat die MROR opgedateer/gewysig word volgens die voorgestelde proses.*

**ISIGQIBO**

- 5.1 Sesokuba iBhunga liphumeze ulungiso lweSicwangciso seNdibaniselwano Yoiphuhliso.
- 5.2 Sesokuba iBhunga lithathele ingqalelo umsebenzi woqwalaselo ekumiselweni kwe MSDF ye GRDM.
- 5.3 Sesokuba I MSDF ilungelewanise/ilungiswe ngokufanelekileyo kwinkqubo efanelekileyo.

B.2. **REPORT: DRAFT BUDGET 2023/2024 MTREF (MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK) / VERSLAG: KONSEP BEGROTING 2023/2024 MEDIUM TERMYN INKOMSTE EN UITGAWE RAAMWERK (MTIUR) / INGXELO: UYILO LOLWABIWO-MALI LUKA 2023/2024 MTREF (INGENISO YEXESHA ELIFUTSHANE KUNYE NENDLELA YENCITHO)**

*Refer Report from the Executive Mayor (Ald M Booysen) (pg. 313-698)*

**RESOLVED**

- 1) That the final annual budget of Garden Route District Municipality for the financial year 2023/24 as set out in the schedules contained in Section 4 and Annexure A be approved:
  - (a) Table A1 Consolidated Budget Summary;
  - (b) Table A2 Consolidated Budget Financial Performance (by standard classification);
  - (c) Table A3 Consolidated Budget Financial Performance (by municipal vote);
  - (d) Table A4 Consolidated Budget Financial Performance (revenue and expenditure); and
  - (e) Table A5 Consolidated Budget Capital Expenditure (by municipal vote and funding source)
  - (f) Table A6 Consolidated Budget Financial Position;
  - (g) Table A7 Consolidated Budget Cash Flows
  - (h) Table A8 Consolidated Cash backed reserves/ accumulated surplus
  - (i) Table A9 Consolidated Asset Management
  - (j) Table A10 Consolidated basic service delivery measurement
- 2) That Council approves the Operating Revenue Budget of R526,418,230.
- 3) That Council approves the Operating Expenditure budget of R532,204,428.
- 4) That Council approves the Capital budget of R 158,300,075.
- 5) That Council takes note that R 193,150,000 operating income and expenditure as approved by Department of Public Transport for the Roads agency function has been included in the Total Operating budget as per recommendation 1 – 4.
- 6) That Council approves the tariffs for all services. (Annexure B)
- 7) That Council approves the amended budget related policy that have been reviewed and that have been amended, namely:

- SCM Policy (Annexure H)
  - Preferential Procurement Policy (Annexure L)
  - Donations Policy (Annexure T)
- 8) That Council approves the following policies that have been reviewed and remained unchanged, namely:
- Tariffs Policy (Annexure C)
  - Long-term Financial Management Policy (Annexure D)
  - Budget policy (Annexure E)
  - Asset Management Policy (Annexure F)
  - Funds and Reserve Policy (Annexure G)
  - Credit Control and Debt Collection Policy and Bylaw (Annexure I)
  - Banking, Cash Management and Investment Policy (Annexure J)
  - Borrowing Policy (Annexure K)
  - Petty Cash Policy (Annexure M)
  - Cost Containment Policy (Annexure N)
- 9) That Council takes note of the following Budget Circulars, namely:
- MFMA Circular No 122 (Annexure O)
  - MFMA Circular No 123 (Annexure P)
- 10) That Council take note of the project plans submitted by the departments (Annexure S)
- 11) That Council approves that the indicated portion of the capital budget be funded from the Capital Replacement Reserve which is cash funded.
- 12) That Council approves that the operational budget deficit be funded from accumulated reserves from prior years, which is cash funded.
13. That the contents of the report regarding the Service Delivery Standards be approved.

#### **BESLUIT**

- 1) *Dat die Raad goedkeuring gee vir die meerjarige konsepbegroting vir Garden Route Distrik Munisipaliteit vir die finansiële jaar 2023/2024 soos uiteengesit in seksie 4 van die begrotingsverslag en Aanhangsel A:*

- (a) Tabel A1 Gekonsolideerde begrotings opsomming;
  - (b) Tabel A2 Gekonsolideerde Begrotings Finansiële prestasie (volgens standard klassifikasie);
  - (c) Tabel A3 Gekonsolideerde Begrotings Finansiële Prestasie (volgens munisipale segment);
  - (d) Tabel A4 Gekonsolideerde Begrotings Finansiële Prestasie (Inkomste en Uitgawes)
  - (e) Tabel A5 Gekonsolideerde Kapitale Begrotings uitgawes (volgens munisipale segment en befondsing bron)
  - (f) Tabel A6 Gekonsolideerde Begroting Finansiële
  - (g) Tabel A7 Gekonsolideerde Begroting Kontantvloei
  - (h) Tabel A8 Gekonsolideerde kontant gerugsteunde reserwes/opgehoopde surplus
  - (i) Tabel A9 Gekonsolideerde Bate Bestuur
  - (j) Tabel A10 Gekonsolideerde Basiese dienslewering bepaling
- 2) Dat die Raad Bedryfsinkomste van R 526,418,230 goedkeur.
  - 3) Dat die Raad Bedryfsuitgawes van R 532,204,428 goedkeur.
  - 4) Dat die Raad Kapitale Begroting van R 158,300,075 goedkeur.
  - 5) Dat die Raad kennis neem dat R 193,150,000 bedryfsinkomste en bedryfsuitgawes van Departement van Publieke Vervoer vir die paaië agentskapsfunksie ingesluit is by die totale bedryfsbegroting soos per aanbeveling 1 – 4.
  - 6) Dat die Raad die tariewe vir alle dienste goedkeur. (Aanhangsel B)
  - 7) Dat die Raad die aangepaste begrotingsverwante beleid wat hersien en verander is goedkeur, naamlik:
    - Voorsienings Kanaal Beleid (Aanhangsel H)
    - Voorkeur Verkrygings Beleid (Aanhangsel L)
    - Donasie Beleid (Aanhangsel T)
  - 8) Dat die Raad die volgende beleide hersien is en geen veranderinge is aangebring nie goedkeur, naamlik:
    - Tariewe Beleid (Aanhangsel C)
    - Langtermyn Finansiële Bestuurs Beleid (Aanhangsel D)

- *Begrotings Beleid (Aanhangsel E)*
  - *Bate Bestuurs Beleid (Aanhangsel F)*
  - *Opgehoopte fondse en reserwe beleid (Aanhangsel G)*
  - *Krediet Beheer en Skuld Invorderings Beleid (Aanhangsel I)*
  - *Bank, Kontantbestuur en beleggings Beleid (Aanhangsel J)*
  - *Lenings Beleid (Aanhangsel K)*
  - *Kleinkas Beleid Regulasies (Aanhangsel M)*
  - *Koste Besparings Beleid (Aanhangsel N)*
- 9) *Dat die Raad kennis neem van die volgende begrotings omsendskrywes, naamlik:*
- *MFMA Omsendskrywe No 122 (Aanhangsel O)*
  - *MFMA Omsendskrywe No 123 (Aanhangsel P)*
  - *MFMA Omsendskrywe No 116 (Aanhangsel Q)*
- 10) *Dat die Raad kennis neem van die projek planne wat ingedien is deur die departemente (Aanhangsel S)*
- 11) *Dat die Raad goedkeuring verleen dat die kapitale begroting befonds word uit die Kapitale Reserwe fonds wat kontant gerugsteun is, soos aangedui.*
- 12) *Dat die Raad goedkeuring verleen dat die tekort op die bedryfsbegroting befonds word uit opgehoopte fondse van vorige jare wat kontant gerugsteun is.*
13. *Dat die inhoud van die verslag rakende die Diensleweringstandaarde goedgekeur word.*

### **ISIGQIBO**

- 1) Sesokuba ulwabiwo-mali lokugqibela lonyaka loMasipala Wesithili se Garden Route kunyakamali ka 2023/24 ngokuqulathwe kuluhlu loMhlathi 4 kunye no Annexure A luphunyezwe:
- (a) Table A1 Consolidated Budget Summary;
  - (b) Table A2 Consolidated Budget Financial Performance (by standard classification);

- (c) Table A3 Consolidated Budget Financial Performance (by municipal vote);
  - (d) Table A4 Consolidated Budget Financial Performance (revenue and expenditure); and
  - (e) Table A5 Consolidated Budget Capital Expenditure (by municipal vote and funding source)
  - (f) Table A6 Consolidated Budget Financial Position;
  - (g) Table A7 Consolidated Budget Cash Flows
  - (h) Table A8 Consolidated Cash backed reserves/ accumulated surplus
  - (i) Table A9 Consolidated Asset Management
  - (j) Table A10 Consolidated basic service delivery measurement
- 2) Sesokuba iBhunga liphumeze uLwabiwo-Mali Lwengeniso Eqhubayo neyi R 526,418,230.
  - 3) Sesokuba iBhunga liphumeze ulwabiwo-mali Lwencitho Oluqhubayo lwe R 532,204,428.
  - 4) Sesokuba iBhunga liphumeze ulwabiwo-mali Oluyinkunzi lwe R158,300,075.
  - 5) Sesokuba iBhunga lithathele ingqalelo ukuba i R 193,150,000 yengeniso eqhubayo kunye nencitho ngokuphunyezwe liSebe Lezothutho Loluntu yomsebenzi wezobu arhenge Kwezendlela iye yabandakanywa kulwabiwo-mali Luphelele Oluqhubayo ngokwezindululo 1-4.
  - 6) Sesokuba iBhunga liphumeze amaxabiso azo zonek iinkonzo. (Annexure B)
  - 7) Sesokuba iBhunga liphumeze ulwabiwo-mali olu lungisiweyo ngokumalunga nomgaqo oye waqwalaselwa ngokutsha noye walungiswa nongaqa we:
    - SCM Policy (Annexure H)
    - Preferential Procurement Policy (Annexure L)
    - Donations Policy (Annexure T)
  - 8) Sesokuba iBhunga liphumeze lemigaqo ilandelayo nethe yaqwalaselwa ngokutsha kwaye ayikhange ibenenguqu:
    - Tariffs Policy (Annexure C)

- Long-term Financial Management Policy (Annexure D)
- Budget policy (Annexure E)
- Asset Management Policy (Annexure F)
- Funding and Reserve Policy (Annexure G)
- Credit Control and Debt Collection Policy and Bylaw (Annexure I)
- Banking, Cash Management and Investment Policy (Annexure J)
- Borrowing Policy (Annexure K)
- Petty Cash Policy (Annexure M)
- Cost Containment Policy (Annexure N)

- 9) Sesokuba iBbunga lithathele ingqalelo iZazinge solwabiwo-mali nesiya:
  - MFMA Circular No 122 (Annexure O)
  - MFMA Circular No 123 (Annexure P)
- 10) Sesokuba iBhunga lithathele ingqalelo izicwangciso zenkqubo ezinikezelweyo ngamasebe (Annexure S)
- 11) Sesokuba iBhunga liphumeze ukuba ulwabiwo-mali oluyinkunzi lubekelwe imali nesuka Kuvimba Ofakelweyo Oyinkunzi nonemali ekhoyo.
- 12) Sesokuba iBhunga liphumeze ukuba ulwabiwo-mali oluqhubayo nolunciphileyo lubenemali esuka kwinzala yovimba kwiminyaka yangphambili nethe yabanesibonelelo sezemali.
13. Sesokuba umongo wengxelo malunga Nomgangatho Wonikezelo Lwenkonzo iphunyezwe.

**NB: Ald CN Lichaba left the meeting at 11:30 and Cllr M Kannemeyer left the meeting at 11:51.**

**C. REPORTS FROM THE OFFICE OF THE MUNICIPAL MANAGER / ITEMS VANAF DIE KANTOOR VAN DIE MUNISIPALE BESTUURDER / IMIBA EVELA KWI OFISI YOMPHATHI MASIPALA**

- C.1     INAUGURATION OF GOOD COUNCILLOR: GARDEN ROUTE DISTRICT COUNCIL: CLLR D.C SAPTOE / INHULDIGING VAN "GOOD" RAADSLID: GARDEN ROUTE DISTRIKSMUNISIPALITEIT: RDL D.C SAPTOE / UKUFUNGISWA KOCEBA WE GOOD: IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA D.C SAPTOE**  
*Refer Report from the Municipal Manager (MG Stratu) (pg 853-858)*

**RESOLVED**

- 5.1.1     That cognizance be taken of the notice from the IEC, dated 16 May 2023.
- 5.1.2.    That Cllr. Donovan Clifford Saptoe be inaugurated as a Councillor of Garden Route District Council with effect from 16 May 2023.
- 5.1.3.    That Cllr. Donovan Clifford Saptoe be requested to take the Oath of Office as required by the Rules of order.

**BESLUIE**

- 5.2.1     *Dat kennis geneem word van die kennisgewing van die OVK, gedateer 16 Mei 2023.*
- 5.2.2     *Dat Rdl. Donovan Clifford Saptoe met ingang van 16 Mei 2023 as Raadslid van die Gardenroute Distriksmunisipaliteit ingehuldig word.*
- 5.2.3     *Dat Rdl. Donovan Clifford Saptoe versoek word om 'n eed van die kantoor te neem.*

**ISIGQIBO**

- 5.3.1     Sesokuba kuthathelwe ingqalelo isaziso se IEC, sangomhla wama 16 KuCanzibe 2023.
- 5.3.2     Sesokuba uCeba. Donovan Clifford Saptoe, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla wama 16 KuCanzibe 2023.
- 5.3.3     Sesokuba uCeba. Donovan Clifford Saptoe acengwe ukuba athathe Isifungo se Ofisi njengoko kufunwa yi Yimithetho Yolawulo.

**C.2 REQUESTED/SUGGESTED CHANGES IN THE SDBIP /**

*Refer Report dated the Municipal Manager (MG Stratu) / Manager Performance Management (IG Saaiman) (pg 859-864)*

**RESOLVED**

That Council approves the requested/suggested adjustments for the 2022/2023 financial year.

**BESLUIT**

*Dat die Raad die aangepaste veranderinge vir die 2022/2023 finansiële jaar goedkeur.*

**ISIGQIBO**

Sesokuba iBhunga liphumeze isicelo/umbono wolungelewaniso lonyakamali ka 2022/2023.

**D. REPORTS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI**

D.1 None / Geen / Asikho

**E. REPORTS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO**

E.1 None / Geen / Asikho

**F. REPORTS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU**

F.1 None / Geen / Asikho

**G. REPORTS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT /  
ITEMS VANAF DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA  
YESEBE LENKONZO ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO**

G.1 NONE / GEEN / AZIKHO

**H. REPORTS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT /  
ITEMS VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA  
YESEBE LEZOCWANGCISO KUNYE NOPHUHLISO LOQOQOSHO**

H.1 None / Geen / Asikho

**I. NOTICE OF URGENT MOTIONS / KENNISGEWING VAN DRIGENDE MOSIES / ISAZISO  
SEZIPHAKAMISO**

I.1 None / Geen / Azikho

**J. NOTICES OF MOTIONS / KENNISGEWING VAN MOSIES / ISAZISO SEZIPHAKAMISO**

J.1 None / Geen / Azikho

**K. IN CLOSED SESSION / IN GESLOTE SESSIE / KWI-SASHONI YASEKHUSINI**

K.1 The reports were distributed separately from this agenda.

**CLOSURE / SLUITING / UQUKUNJELO**

The meeting closed at 13:09 with 34 Councillors present / Die vergadering sluit om 13:09 met 34 Raadslede teenwoordig / Intlanganiso ivalwe ngo 13:09 iNooceba abayi 34.

.....

.....

**SPEAKER: ALD GR WOLMARANS**

**DATE / DATUM / UMHLA**

**BACK TO AGENDA**



Minutes of a **Special Council meeting of**  
the 2021/2026 term of  
Garden Route District Council held at the **CA Robertson Council Chambers**, and via  
**Zoom on Friday, 09 June 2023 at 10:00**

*Notule van 'n **Spesiale Raadsvergadering** van*  
*die 2021/2026 termyn*  
*van Garden Route Distriksraad gehou in die **CA Robertson Raadsaal** en via **Zoom***  
*op **Vrydag, 09 Junie 2023** om **10:00***

Imizuzu **Yentlanganiso yeBhunga eKhethekileyo**  
yoMasipala Wesithili se Garden Route yexesha lika 2021/2026  
nebibanjwe kwiGumbi **leBhunga CA Robertson**, kunye **nango Zoom**, ngo  
**NgoLwesihlanu, 09 KweyeSilimela 2023, ngo 10:00**

**1. OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO NOLWAMKELO**

The Speaker, Ald GR Wolmarans welcomed everybody present and thanked them for their attendance.

**2. EVACUATION PROCEDURES / ONTRUIMINGSPROSEDURES / IKNQUBO YOKUFUDUSWA**

The evacuation procedure were done via audio clip that explained the evacuation procedures in case of emergency.

**3. SILENT PRAYER (MEDITATION) / STILLE GEBED (MEDITASIE) / UMTHANDAZO OTHULEYO**

A moment of silence was observed.

**4. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO**

**4.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG /OOCEBA ABAKHOYO**

Ald M Booysen	DA
Ald GR Wolmarans	DA
Cllr / Rdl / Ceba J Hoogbaard	DA
Cllr / Rdl / Ceba K Malooi	DA
Cllr / Rdl / Ceba P Terblanche	DA
Cllr / Rdl / Ceba JG Meiring	DA
Ald S De Vries	ANC
Cllr / Rdl / Ceba NV Gungubele	ANC
Cllr / Rdl / Ceba JJ Cornelius	ICOSA
Cllr / Rdl / Cceba JP Buys	PBI
Cllr / Rdl / Ceba D Saptoe	GOOD
Cllr / Rdl / Ceba D Acker	FREEDOM FRONT PLUS
Ald GJ van Niekerk	George Municipality
Ald IC Krtzinger	George Municipality
Cllr / Rdl / Ceba D L Cronje	George Municipality
Ald V Gericke	George Municipality

Cllr / Rdl / Ceba SM Toto  
 Cllr / Rdl / Ceba B van Noordwyk  
 Cllr / Rdl / Ceba CP Taute  
 Cllr / Rdl / Ceba HRT Stroebeel  
 Cllr / Rdl / Ceba RW Arends  
 Ald NS Ndayi  
 Cllr / Rdl / Ceba NT Seti  
 Cllr / Rdl / Ceba JJ Bavuma  
 Cllr / Rdl / Ceba M Kannemeyer  
 Cllr / Rdl / Ceba MA Mkonto  
 Ald JC Lambaatjeen  
 Cllr / Rdl / Ceba S van Rooyen  
 Cllr / Rdl / Ceba R April  
 Cllr / Rdl / Ceba HD Ruiters

George Municipality  
 Hessequa Municipality  
 Hessequa Municipality  
 Knysna Municipality  
 Knysna Municipality  
 Bitou Municipality  
 Bitou Municipality  
 Mossel Bay Municipality  
 Mossel Bay Municipality  
 Mossel Bay Municipality  
 Oudtshoorn Municipality  
 Oudtshoorn Municipality  
 Oudtshoorn Municipality  
 Kannaland Municipality

#### OFFICIALS / AMPTENARE / AMAGOSA

Mr / Mnr / Mnu MG Stratu  
 Ms / Me / Nkzn B Holtzhausen

Mr / Mnr / Mnu C Martin

Mr / Mnr / Mnu G Otto

Mr / Mnr / Mnu L Menze

Mr/Mnr /Mnu J Strydom

Mr / Mnr / Mnu S Maqekeni

Ms / Me / Nkzn N Davids

Mr / Mnr / Mnu K Nieuwoudt

Mnr / Mnr / Mnu T Mpuru

Ms / Me / Nksnz L Hoek

Municipal Manager  
 Executive Manager Corporate  
 Services  
 Acting Executive Manager  
 Financial Services  
 Acting Executive Manager  
 Community Services  
 Executive Manager Economic  
 Development and Planning  
 Acting Executive  
 Manager Roads and  
 Transport Services  
 Manager Integrated Support  
 Services & Legal Compliance  
 Manager Legal Service  
 Manager ICT  
 Manager SCM, Stores & Data  
 Manager BTO, AFS & Assets

Ms/ Me / Nksnz M James	District IDP Manager
Ms Me / Nkzn P Lufele	Chief Audit Executive
Ms / Me / Nkzn N Klaas	Manager Policy Development and Research
Ms / Me / Nksnz L James	Risk Management Manager
Mr / Mnr / Mnu J Compion	Manager Municipal Health Services
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu G Otto	Manager Disaster Management
Mr / Mnr / Mnu D Stoffels	Fire Chief
Mr / Mnr / Mnu R Dyantyi	Manager EPWP
Mr / Mnr / Mnu J Mkunqwana	Manager Human Settlements
Ms / Me / Nksnz S Sims	Manager Human Settlements
Ms / Me / Nksnz N Sikweyiya	Waste Management Officer
Ms / Me / Nksnz L Janse van Rensburg	Snr HR Practitioner
Ms / Me / Nksnz M Veldkornett	Snr Communications Officer
Ms / Me / Nksnz R Matthews	Head: Committee Services
Ms / Me / Nksnz T Gauzela	Committee Officer

#### 4.2 **COUNCILLORS AND OFFICIALS WITH LEAVE / RAADSLEDE EN AMPTENARE MET VERLOF / OOCIBA ABAKWIKHEFU**

Ald CN Lichaba	ANC
Cllr / Rdl / Ceba PE Petros	Knysna Municipality
Cllr / Rdl / Ceba D Saptoe	GOOD
Ald RH Ruiters	Mossel Bay Municipality
Mr / Mnr / Mnu T Loliwe	Acting Executive Manager Financial Services
Mr / Mnr / Mnu C Africa	Executive Manager Community Services
Mr / Mnr / Mnu JG Daniels	Executive Manager Roads and Transport Services

4.3 **COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA ABANGEKHOYO BENGEKOKHEFINI**

None / Geen / Abekho

5. **NOTING OF THE PROVISIONS OF SCHEDULE 7 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL STRUCTURES AMENDMENT ACT, 2021 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 7 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE AANGEPASTE STRUKTUREWET, 2021 / UQWALASELO LWEMITHETHO-NEMIMISELO YOLUHLU 7 (INDLELA YOKUZIPHATHA KOOCEBA) UMTHETHO WEZOLAWULO LOMASIPALA WORHULUMENTE WASEKHAYA, 2021**

The Code of conduct was noted.

6. **DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA KUNYE NAMAGOSA**

The Speaker, Ald G Wolmarans, The Executive Mayor, Ald M Booysen and the Municipal Manager, Mr MG Stratu, declared their interest on the reports on the In-Closed Session Agenda.

NB: Ald I Kritzingler quoted Section 15 of schedule 7 of f the Structures Amendment Act of 2021 and asked the question as to why report K.1 is appearing on the In-closed session agenda and not on the open agenda.

The Speaker responded, by inviting Cllrs to decide if Report K.1 should remain on the in-closed session agenda or to be moved to the open session.

The Municipal Manager also responded to Ald I Kritzingler's question and said that Ald Kritzingler is indeed correct in terms of the act, but the Administration placed the report (K.1) on the In-Closed session agenda as a way of exercising caution due to the nature of the reports. The Municipal Manager then

concluded by saying that the administration has had to deal with instances in the past where reports that should have been in in closed were discussed openly and vice versa, with the instruction of Council. He said that it remains Council's decision to remove the report from the In-Closed Session agenda and it be discussed on the open session.

**NB: It was decided that Report K.1 will move to the open session under the Section A,( Reports from the Speaker).**

**7. COMMUNICATIONS BY THE SPEAKER / MEDEDELINGS DEUR DIE SPEAKER  
/ UNXIBELELWANO LUKASOMLOMO**

The Speaker, Ald G Wolmarans communicated the following:

The Speaker introduced a new Staff Member, Ms N Sikweyiya. Ms Sikweyiya was recently appointed as Waste Management Officer, in the Community Services Department. The Speaker continued to give a brief overview of the qualifications and experience of Ms Sikweyiya.

The Speaker reminded the Councillors of the Council resolution taken at the Council meeting dated 30 January 2023, with regards to the recess dates. Speaker reminded Council that recess starts from 23 June 2023 – 14 July 2023.

Under the Communications of the Speaker, the Municipal Manager communicated the following:

The Municipal Manager said that Administration might be compelled to request Councillors to attend a Special Council during the above mentioned recess period. The Municipal Manager said that a Section 52 report must serve at Council for approval. The Municipal Manager also requested Councillors to please avail themselves to discuss the Debt Agreement from Standard Bank relating to the Regional waste management facility, at a Special Council

meeting. He advised Council that Standard Bank informed Administration that they have approved the application for the loan.

The Speaker informed Council that she received a motion of Exigency from Cllr K Malooi and it was duly seconded by Ald JC Lambaatjeen.

Under the Communications of the Speaker, the Executive Mayor communicated the following:

The Executive Mayor requested the Speaker to consider allowing the motion of exigency be dealt with first. The Speaker acceded to the request and requested Cllr Malooi to table his motion

Cllr K Malooi continued to read the motion. This motion is attached to the minutes.

NB: The notice of motion was dealt with first.

**J. NOTICES OF MOTIONS / KENNISGEWING VAN MOSIES / ISAZISO SEZIPHAKAMISO**

**J.1 MOTION OF CONGRATULATIONS TO GARDENROUTE DISTRICT MUNICIPALITY FOR ACHIEVING A CONSECUTIVE CLEAN AUDIT.**

**RESOLVED**

That Council accepts the motion as proposed by Cllr K.Malooi and seconded by Ald JC Lambaatjeen and that the motion will be attached to the minutes.

**BESLUIT**

*Dat die Raad die mosie aanvaar soos voorgestel deur Rdl K Malooi en geskondeer deur Ald JC Lambaatjeen en dat die mosie by die notule aangeheg word.*

**ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo isiphakamiso sika Ceba K Malooi kwaye siye sasekelwa ngu Ald JC Lambatjeen kwaye esisa siphakamiso sizakuqukwa kwimizuzu.

**8. COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE  
UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU**

The Executive Mayor communicated the following:

The Executive Mayor thanked Cllr K Malooi for the motion and said that the success of GRDM is because of the good working relationship between all the Councillors of the district municipality.

The Executive Mayor informed Council that violence is continuing to happen and conveyed heart felt condolences to all the families who lost family members due to violence, especially the gruesome murder that took place at the Nelson Mandela University where a young lady was killed. The Executive Mayor informed Council that the Mayor of Modimolle-Mookgophong Municipality, Ald van Staden, also passed yesterday. The Executive Mayor informed Council that MP, Tina Joemat-Pettersson also passed away.

Under the Communications of the Executive Mayor, Ald S de Vries communicated the following:

Ald S de Vries , on behalf of the ANC also conveyed his condolences to all the family members who have lost loved ones as mentioned by the Executive Mayor.

Ald S de Vries, congratulated the administration on obtaining a clean audit report again. Ald S de Vries thanked the Executive Mayor for acknowledging the inputs made by the opposition with regard to healthy debates and ensuring good governance at the municipality.

**9. COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE  
MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA**

The Municipal Manager communicated the following:

The Municipal Manger thanked Cllr K Malooi and Council as a whole, for the words spoken under the motion.

The Municipal Manager said that he shares the sentiment of the Executive Mayor and said that times are hard and that people are suffering out there and are struggling to keep their homes.

The Municipal Manager reported that Administration received the construction work permit from the Department of Labour to commence work at the Regional Waste Management Facility. On Tuesday, 13 June 2023 , the site will be handed over to the construction company and the project will start. The Municipal Manager reported that Standard Bank has approved the loan and there is a report on the status of the Regional Waste Management Facility in the agenda. He advised Council that administration had to accept the increase in prices as tendered by the Regional Waste Management facility contractor. There are a number of reasons for the increase including the rand / dollar exchange and effects of the war between Russia and Ukraine. He informed Council that the increased price has been communicated to the B municipalities and they have also agreed to the increase.

The Municipal Manager reported that the recruitment process for the Chief Financial Officer has been concluded and that Mr Riaan Boshoff has accepted the offer and signed the contract and will start at GRDM on 01 July 2023.

The Municipal Manager reported that during the course of this week, a workshop took place with regard to the accreditation of the Human Settlements. The Municipal Manager reported that at the workshop all the Local Municipalities understood exactly what the function and role of GRDM

will be and that Bitou municipality has submitted their support letter and GRDM is awaiting Hessequa and George Municipalities.

The Municipal Manager reported that a successful DCF and MMF took place yesterday at GRDM and looks like the GRDM and local municipalities are finding each other on many issues.

**10. APPROVAL OF MINUTES OF COUNCIL MEETING / GOEDKEURING VAN NOTULES VAN RAADSVERGADERING / UKWAMKELWA KWEMIZUZU YENTLANGANISO ZEBHUNGA**

10.1 NONE / GEEN / AYIKHO

**11. MINUTES OF MAYORAL COMMITTEE MEETING/ SECTION 79 COMMITTEES AND OTHER COMMITTEES (FOR NOTIFICATION) / NOTULE VAN DIE BURGEMEESTERSKOMITEEVERGADERING/ ARTIKEL 79 KOMITEES EN ANDER KOMITEES (VIR KENNISNAME) / IMIZUZUZ YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI ZOMHLATHI 79 (ITHATHELWE INGQALELO)**

11.1 NONE / GEEN / AYIKHO

**12. STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO**

**12.1 APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR MAY 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR MEI 2023 / INGXELO NGABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KUCANZIBE 2023**

*Refer Report dated 10 June 2023 from the Executive Manager Corporate Services (B Holtzhausen)/ Acting Human Resources Manager (C Scheepers) (pg 9-21)*

**RESOLVED**

That the information on the appointments, service exits, and labour relations information for May 2023, be noted.

**BESLUIT**

*Dat kennis geneem word van die aanstellings, uitdienstredings, gelyke indiensnemingspraktyke en arbeidsverhoudinge inligting vir Mei 2023.*

**ISIGQIBO**

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga KuCanzibe2023 kuthathelwe inqgalelo.

12.2 **PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT/VORDERINGSVERSLAG INSAKE DIE GARDEN ROUTE STREEK AFVALBESTUUR FASILITEIT PROJEK /INGXELO MOKUSELE KWENZIWE KWINDOWO YOLAWULO LWENKUNKUMA YENGINGI YE GARDEN ROUTE**

*Refer Report dated 10 March 2023 from the Executive Manager Community Services (C Africa)/ District Waste Manager (J Gie) (pg 22-31)*

**RESOLVED**

That Council notes the progress made on the Garden Route Regional Waste Management Facility Project.

**BESLUIT**

*Dat die Raad kennis neem van die vordering gemaak met die Garden Route Streek Afvalbestuur Fasiliteit Projek.*

**ISIGQIBO**

Sesokuba iBhunga liqaphela inkqubela-phambili eyenziweyo kwiprojekthi yolawulo Lwenkunkuma yenGingqi yeGarden Route.

A. **REPORTS FROM THE SPEAKER / VERSLAE VANAF DIE SPEAKER / IMIBA EVELA KU SOMLOMO**

A.1 **REPORT ON THE ATTENDANCE OF COUNCIL, COMMITTEE MEETINGS AND WORKSHOPS FOR THE PERIOD JANUARY UNTIL APRIL 2023 BY COUNCILLORS / VERSLAG RAKENDE DIE BYWONING VAN RAAD, KOMITEEVERGADERINGS EN WERKSWINKELS VIR DIE PERIODE JANUARIE TOT APRIL 2023 / INGXELO NGOKUZINYASWA KWENTALANGANISO ZEBHUNGA, EZEKOMITI NAKUNYE NEWORKSHOP KWIXESHA LANGOMHLA KWEYOMQUNGU 2023 UKUYA KUMHLA KUTSHAZIMPHUZI 2023 NGOOCEBA**

*Refer Report from the Speaker (ALD G Wolmarans)- (pg 32-41)*

**RESOLVED**

That Council takes notes of the content of the report.

**BESLUIT**

*Dat die Raad kennis neem van die inhoud van die verslag.*

**ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

A.2 **REPORT ON THE COUNCIL RESOLUTION REGISTER FOR THE MONTHS OF JANUARY UNTIL APRIL 2023 / VERSLAG RAKENDE DIE RAADSRESOLUSIE REGISTER VIR DIE MAANDE JANUARIE TOT APRIL 2023 / INGXELO NGOLUHLU LWEZIGQIBO ZEBHUNGA KWIXESHA LENYANGA KWEYOMQUNGU 2023 UKUYA KUMHLA KUTSHAZIMPHUZI 2023**

*Refer Report from the Speaker (ALD G Wolmarans)- (pg 42-65)*

**RESOLVED**

That Council takes notes of the content of the report.

**BESLUIT**

*Dat die Raad kennis neem van die inhoud van die verslag.*

**ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

**NB: Report K.1 was removed from the In-closed session and discussed in the open agenda.**

K.1 **REPORT ON THE ALLEGATIONS OF MISCONDUCT AGAINST COUNCILLOR CN LICHABA / VERSLAG RAKENDE DIE AANTYGINGS VAN WANGEDRAG TEEN RAADSLID CN LICHABA / INGXELO NGEZITYHOLO ZOKUNGAZIPHATHI NGOKUFANELEKILEYO NEZIBEKWA UCEBA LN LICHABA**

*REFER REPORT FROM THE OFFICE OF THE SPEAKER (G WOLMARANS (PG 4-100)*

The speaker tabled her report to council.

**NB:** The Executive Mayor during the discussion of this report said that the merits of the report should not be discussed and that the members of the committee (recommendation number 7) that is going to be established will conduct their investigation at which stage the merits will be dealt with..

Ald M Booysen proposed that Council adopt all the recommendations as indicated below and that the following names in terms of recommendation 8.1 be proposed: Ald G van Niekerk and Ald JC Lambaatjeen to be members of the committee. This proposal was seconded by Ald IC Kritzingen.

Cllr CP Taute expressed his concern regarding the report below and posed the following question: "Is all the correspondence between the Speaker and Ald CN Lichaba attached to this agenda". Cllr CP Taute also expressed his concern regarding recommendation number 5 and said that nowhere in the report he has seen anybody laying a complaint against Ald CN Lichaba. Cllr CP Taute said that he is of the opinion that after the Speaker received the complaint from Ald CN Lichaba with regard to issues concerning her, the Speaker is now starting an investigation against Ald CN Lichaba.

The Speaker, Ald G Wolmarans responded to the comment made by Cllr CP Taute and said that all the correspondence except one or two letters are attached and that she has given Ald C Lichaba ample time to respond.

Ald G van Niekerk referred to recommendation 8 and quoted the Provision of Section 15, Schedule 7, Subsection 1, and said that a Speaker may institute an investigation on her own without receiving any complaint. Ald G van Niekerk then said that the Speaker must refrain from discussing the merits of the case. Ald van Niekerk said that he has been nominated to serve on this committee and does not want to be influenced and said that he will await the documentation from the Office of the Speaker, investigate the content of the documents and apply his mind.

Ald S de Vries made the following statement, Ald S de Vries said that he agrees with the comment made above by Ald G van Niekerk. Ald S de Vries then continued to say that the Speaker has decided to institute an investigation and that the question posed by Cllr CP Taute has still not been answered.

Ald S de Vries said that he is not going to speak about the merits of this case, but would like to mention the following procedural matters:

Ald S de Vries said that this matter was raised in Council last year already, and that after 6 months nothing was done. Ald S de Vries, made reference to the correspondence on the agenda dated 10 January 2023. Ald S de Vries said that the Speaker has decided that Ald CN Lichaba is in the wrong. Ald S de Vries also said that in terms of the legal opinion attached to the agenda, reference is being made to the Breach of the Code of Conduct for Councillors. Ald S de Vries said that he believes that the Speaker did not follow the correct procedure with regard to the matter. Ald S de Vries said that in terms of the documentation attached to this agenda, specifically the motions, the Cllr acted in the role of an oversight committee member and now you are asking council to institute disciplinary action.

Ald S de Vries proposed that Council does not investigate Ald CN Lichaba. This proposal was seconded by CP Taute.

The matter was put to vote.

Voting took place by show of hands and the results were as follows:

Councillors in favor of the proposal by Ald M Booysen -	18
Councillors in favor of the proposal by Ald S de Vries –	7

### **RESOLVED**

1. That Council takes note that a complaint was received from Ald Lichaba against the Municipal Manager.
2. That Council notes that the Speaker attempted to arrange a meeting between Ald Lichaba and the Municipal Manager in order to resolve the matter, but Ald Lichaba refused to meet with the Municipal Manager.
3. That Council notes that the Speaker requested Ald Lichaba to substantiate her claims in order to place the Speaker in a position to investigate the complaint but the complaint was never substantiated.
4. That Council notes that the Speaker investigated the complaint and could not find evidence to support the validity of the complaint against the Municipal Manager and therefore dismissed the complaint.
5. That it be noted that the Speaker after considering the information at her disposal invoked the provisions of section 15 of schedule 7 of the Municipal Structures Amendment Act.

6. That Council accepts the investigation report received from the service provider that was appointed.
7. That Council establishes a special committee—
  - 7.1 to investigate and make a finding on any alleged breach of the Code of conduct for Councillors, by Ald Lichaba;
  - 7.2 to make appropriate recommendations to the Council;
8.

That Council appoints the following three committee members to investigate any alleged breach by Ald Lichaba and also make recommendations to Council: Ald G van Niekerk, Ald JC Lambaatjeen and Ald IC Kritzingen.
9. That Council authorises administration to appoint an independent prosecutor for the case against Ald Lichaba.
10. That administration to provide support to the committee.

**NB: After the resolutions were recorded, the following Councillors requested that it be minuted that they object to the decision taken by Council as mentioned above and that they want their names specifically recorded:**

**Ald S de Vries, Cllr N Seti, Cllr NV Gungubele, Cllr CP Taute, Cllr S Toto, Cllr RA Arends, Cllr M Mkonto.**

### **BESLUIITE**

1. *Dat die Raad kennis neem dat 'n klagte van Ald Lichaba teen die Munisipale Bestuurder ontvang is.*
2. *Dat die Raad kennis neem dat die Speaker gepoog het om 'n vergadering tussen Ald Lichaba en die Munisipale Bestuurder te reël om die saak op te los, maar Ald Lichaba het geweier om met die Munisipale Bestuurder te vergader.*
3. *Dat die Raad kennis neem dat die Speaker, Ald Lichaba versoek het om haar eise te staaf ten einde die Speaker in 'n posisie te plaas om die klagte te ondersoek, maar die klagte is nooit gestaaf nie.*

4. *Dat die Raad neem kennis dat die Speaker die klagte ondersoek het en nie bewyse kon vind om die geldigheid van die klagte teen die Munisipale Bestuurder te staaf nie en daarom die klagte verwerp het.*
5. *Dat kennis geneem word dat die Speaker na oorweging van die inligting tot haar beskikking die bepalings van Artikel 15 van skedule 7 van die Wysigingswet op Munisipale Strukture beroep het.*
6. *Dat die Raad die ondersoekverslag wat ontvang is van die diensverskaffer wat aangestel is, aanvaar.*
7. *Dat die Raad 'n spesiale komitee stig—*
  - 7.1 *Om enige beweerde oortreding van die gedragskode vir Raadslede deur Ald Lichaba te ondersoek en 'n bevinding te maak;*
  - 7.2 *om toepaslike aanbevelings aan die Raad te maak;*
8. *Dat die samestelling van die komitee soos volg is:*
  - 8.1 *Dat die Raad die volgende 3 komitee-lede om enige beweerde oortreding deur Ald Lichaba te ondersoek en ook aanbevelings aan die Raad te maak: Ald G van Niekerk, Ald JC Lambaatjeen en Ald IC Kritzingen.*
9. *Dat die Raad administrasie magtig om 'n onafhanklike aanklaer vir die saak teen Ald Lichaba, aan te stel.*
10. *Dat Administrasieondersteuning aan die komitee te verskaf.*

### **ISIGQIBO**

1. Sesokuba iBhunga lithathele ingqalelo ukuba kufunyenwe isikhalazo esivela ku-Ald Lichaba ngoManejala kaMasipala.
2. Sesokuba iBhunga liqaphele ukuba uSomlomo uzamile ukwenza intlanganiso phakathi kuka-Ald Lichaba kunye noManejala kaMasipala ukuze kusonjululwe lo mba, kodwa uAld Lichaba wala ukudibana noManejala kaMasipala.
3. Sesokuba iBhunga liqaphele ukuba uSomlomo wacela uAld Lichaba ukuba angqine amabango akhe ukuze abeke uSomlomo kwindawo yokuphanda ngesi sikhhalazo kodwa eso sikhhalazo asizange sifumaneka.

4. Sesokuba iBhunga liqaphele ukuba uSomlomo uye waphanda ngesikhalazo akakwazi ukufumana ubungqina obubambekayo ngesityholo ngaku Mphathi Masiapla ngoko ke wasichitha eso sikhalazo.
5. Sesokuba kuqatshelwe ukuba uSomlomo emva kokuqwalasela iinkcukacha anazo uye wasebenzisa amagatya ecandelo le-15 leshedyuli yesi-7 yoMthetho wamaSebe ooMasipala.
6. Sesokuba iBhunga liyayamkela ingxelo yophando efunyenwe kumniki-nkonzo otyunjiweyo.
7. Sesokuba iBhunga limisele ikomiti eyodwa—
  - 7.1 ukuphanda nokwenza neziphumo malunga nakuphi na ukophulwa koMgaqo wokuziphatha kooCeba, ngu-Ald Lichaba;
  - 7.2 ukwenza izindululo ezifanelekileyo kwibhunga;
8. Sesokuba iBhunga lichonge lamalungu mathathu alandelayo ukuba aphande izityholo zokophula umthetho wokuziphatha koCeba ngu Ald Lichaba kwaye enze izindululo kwiBhunga: Ald G van Nieker, Ald JC Lambatjeen kunye no Ald IC Kritzinger.
9. Sesokuba iBhunga livumele abalawuli ukuba bachonge umtshutshisi ozimeleyo kwityala elibekwa u Ald Lichaba.
10. Sesokuba abalawuli banikeze inxaso kwikomiti.

**B. REPORTS FROM THE EXECUTIVE MAYOR / VERSLAЕ VANAF DIE UITVOERENDE  
BURGEMEESTER / IMIBA EVELA KUSODOLOPHU**

**B.1. REPORT ON THE VOTES EXPENDITURE BY PORTFOLIO COUNCILLORS / VERSLAG  
RAKENDE DIE UITGAWES VAN LYNNOMMERS DEUR PORTEFEULJE RAADSLEDE /  
INGXELO NGENCITHO KWIVOTI ZOCEBA BEZIKHUNDLA**

*Refer Report from the Executive Mayor (Ald M Booysen) (pg 66-72)*

**RESOLVED**

That Council takes note of the performance of the votes allocated to the difference portfolios.

**BESLUIT**

*Dat die Raad neem kennis van die prestasie van die lynnommers wat aan die verskillende portefeuljes toegeken is.*

**ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo umsebenzi wevoti ezibonelelwa izikhundla ezahlukileyo.

**C. REPORTS FROM THE OFFICE OF THE MUNICIPAL MANAGER / ITEMS VANAF DIE KANTOOR VAN DIE MUNISIPALE BESTUURDER / IMIBA EVELA KWI OFISI YOMPHATHI MASIPALA**

**C.1 REPORT - ESTABLISHMENT OF THE COMMITTEES AS PER THE MUNICIPAL STAFF REGULATIONS GN 890, 20 SEPTEMBER 2021(CHAPTER 4) – INDIVIDUAL PERFORMANCE / VERSLAG - STIGTING VAN DIE KOMITEES VOLGENS DIE MUNISIPALE PERSONEEL REGULASIES GN 890, 20 SEPTEMBER 2021 (HOOFSTUK 4) – INDIVIDUELE PRESTASIE / INGXELO-UKUMISELWA KWEKOMITI NGOKOMTHETHO WABASEBENZI BOMASIPALA GN 890,20 KWEYOMSINTSI 2022(Chapter 4)-UMSEBENZI WOMNTU NGAMNYE**

*Refer Report from the Municipal Manager (MG Stratu) / Manager Performance Management (IG Saaiman (pg 73-77)*

**RESOLVED**

That Council approves the establishment of the Committees.

**BESLUIT**

*Dat die Raad die stigting van die Komitees goedkeur.*

**ISIGQIBO**

Sesokuba iBhunga liphumeze ukumiselwa kwezikomiti.

**D. REPORTS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI**

D.1

**DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 OCTOBER 2022 TO 31 OCTOBER 2022 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 OKTOBER 2022 TO 31 OKTOBER 2022 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWEZDMALI KWIXESHA LOMHLA 1 KWEYENKANGA 2022 UKUYA 31 KWEYENKANGA 2022**

*Refer Report from the Acting Executive Manager Financial Services (T Loliwe (pg. 78-84)*

**RESOLVED**

1. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 October 2022 to 31 October 2022, be noted.
2. That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

**BESLUIT**

1. *Dat die kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 Oktober 2022 tot 31 Oktober 2022.*
2. *Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, daar geen goedkeuring was van tenders wat nie toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.*

**ISIGQIBO**

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 KweyeNkanga 2022 ukuya 31 kweyeNkanga 2022, kuthathelwe ingqalelo.

2. Sesokuba kuthathelwe ingqalelo ngokwemimiselo yoMhlathi 114 woMthetho Wolawulo Lwemali zoMasipala, uMthetho 56 wango 2003, akukhange kubekho ziniki maxabiso ezingandululwanga kwinkqubo eqhelekileyo yokumiselwa uMgawo Wolawulo Lwezencitho zomasipala.

D.2

**DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 MARCH 2023 TO 31 MARCH 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 MAART 2023 TO 31 MAART 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWEZEMALINKCITHO KWIXESHA LOMHLA 1 KWEYOKWINDLA 2023 UKUYA 31 KWEYOKWINDLA 2023**

*Refer Report from the Acting Executive Manager Financial Services (T Loliwe) (pg.85-93)*

**RESOLVED**

1. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 March 2023 to 31 March 2023, be noted.
2. That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

**BESLUIE**

1. *Dat die kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 Maart 2023 tot 31 Maart 2023.*
2. *Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, daar geen goedkeuring was van tenders wat nie toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie*

**ISIGQIBO**

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 KweyoKwindla 2023 ukuya 31 kweyoKwindla 2023, kuthathelwe ingqalelo.
2. Sesokuba kuthathelwe ingqalelo ngokwemimiselo yoMhlathi 114 woMthetho Wolawulo Lwemali zoMasipala, uMthetho 56 wango 2003, akukhange kubekho ziniki maxabiso ezingandululwanga kwinkqubo eqhelekileyo yokumiselwa uMgawo Wolawulo Lwezencitho zomasipala.

D.3 **DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 APRIL 2023 TO 30 APRIL 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 APRIL TOT 30 APRIL 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWEZEMALINKCITHO KWIXESHA LOMHLA 1 KUTSHAZIMPHUZI UKUYA 30 KUTSHAZIMPHUZI 2023**

*Refer Report from the Acting Executive Manager Financial Services (T Loliwe) (pg. 94-99)*

**RESOLVED**

1. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 April 2023 to 30 April 2023, be noted.
2. That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

**BESLUITE**

1. *Dat die kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 April 2023 tot 30 April 2023.*

2. *Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, daar geen goedkeuring was van tenders wat nie toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.*

#### **ISIGQIBO**

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 KuTshazimphuzi 2023 ukuya 30 KuTshazimphuzi 2023, kuthathelwe ingqalelo.
2. Sesokuba kuthathelwe ingqalelo ngokwemimiselo yoMhlathi 114 woMthetho Wolawulo Lwemali zoMasipala, uMthetho 56 wango 2003, akukhange kubekho ziniki maxabiso ezingandululwanga kwinkqubo eqhelekileyo yokumiselwa uMgawo Wolawulo Lwezencitho zomasipala.

D.4

#### **COST CONTAINMENT REPORTING – QUARTER 3 OF 2022/23 / KOSTE INPERKINGSVERSLAG – KWARTAAL 3 VAN 2022/23 / INGXELO NGOKUNCIPHISA INDLEKO-IKOTA YESIBINI KA 2022/23**

*Refer Report from the Acting Executive Manager Financial Services (T Loliwe) (pg. 100-103)*

#### **RESOLVED**

That Council notes the measures implemented and aggregate amounts saved in quarter three of the 2022/23 financial year through the implementation of cost containment measures.

#### **BESLUIT**

*Dat die Raad kennis neem van die besparings soos identifiseer in kwartaal drie van die 2022/23 finansiële jaar as gevolg van die implementering van die GRDM Koste Inperkingsbeleid.*

#### **ISIGQIBO**

Sesokuba ipBhunga lithathele ingqalelo imiqathango yokumiselwa kunye nemali eziye zongiwa kwikota yesithathu yonyakala mali ka 2022/23 ngokumisela indlela zokonga zokunciphisa indleko.

**E. REPORTS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO**

**E.1 REPORT ON THE PROPOSED SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS FOR THE PERIOD JULY UNTIL DECEMBER 2023 / VERSLAG RAKENDE DIE KONSEP VOORGESTELDE SKEDULE VAN VERGADERINGS VIR DIE TYDPERK JULIE TOT DESEMBER 2023 TEN OPSIGTE VAN RAAD EN KOMITEES / INGXELO NGESIPHAKAMISO SOLUHLU LWENTLANGANISO ZEBHUNGA KUNYE NEEKOMTI KWIXESHA LENYANGA KWEYEKHALA UKUYA KWEYEMNGA 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen)(pg.)*

**RESOLVED**

1. That the proposed schedule of dates for Council and Committee meetings for the period July until December 2023, be approved.
2. That the closing dates for submission of reports be strictly adhered to.
3. That it be noted that the schedule is subject to changes due to some municipalities and SALGA not being able to confirm their meeting dates at this stage.
4. That it be noted that the Speaker may call Special meetings from time to time which are not included in this calendar.
5. That Council approve the recess dates as from 14 December 2023 – 12 January 2024.
6. That the double scheduling on page 111 be corrected and that the amended version of the calendar be circulated.

**BESLUIT**

1. *Dat die konsep voorgestelde skedule van vergaderingdatums vir Raad en komiteevergaderings vir Julie tot Desember 2023, goedgekeur word.*
2. *Dat die sluitingsdatums vir die indiening van verslae streng nagekom word.*
3. *Dat kennis geneem word dat die skedule onderhewig is aan veranderinge weens die afwagende datums vir SALGA se vergaderings.*

4. *Dat kennis geneem word dat die Speaker van tyd tot tyd Spesiale vergaderings kan belê wat nie in hierdie kalender ingesluit is nie.*
5. *Dat die Raad die reses datums soos vanaf 14 Desember 2023 – 12 Januarie Julie 2024, goedkeur.*
6. *Dat die dubbelskedulering op bladsy 111 regstel word en dat die gewysigde weergawe van die kalender gesirkuleer word.*

### **ISIGQIBO**

1. Sesokuba isiphakanyisweyo seentlanganiso zeBhunga kunye neKomiti kwixesha elisusela kwinyanga KweyeKhala ukuya kweyoMnga 2023, siphunyezwe.
2. Sesokuba intsuku zokuvalwa kokungeniswa kwengxelo ukuthoyelwa kwawo ubengqongqo.
3. Sesokuba kuthathelwe ingqalelo ukuba uluhlu luxhomekeke kwinguqu ngenxa yomasipala kunye no SALGA ngokungakwazi ukuqinisekisa imihla yentlanganiso okwangoku.
4. Sesokuba kuthathelwe ingqalelo ukuba uSomlomo angabiza intlanganiso Ekhethekileyo yeBhunga ngamaxesha athile, nengabandakanywanga koluluhlu.
5. Sesokuba iBhunga liphumeze imihla yekhefu ukususela ngomhla 14 KweyoMnga 2023 kunye kweyoMqungu 2024.
6. Sesokuba ukumiselwa okuphinda phindeneyo kwiphepha 111 lulungiswe ze kunikezelwe ngekhalela enezilungiso.

E.2 **NOMINATION: ACADEMY ON YOUTH EMPLOYMENT TRAINING PROGRAMME: 03 – 14 JULY 2023 IN TURIN, ITALY / BENOEMING: AKADEMIE VIR JEUG INDIENSNEMINGSOPLEIDING: 3 – 14 JULIE 2023 IN TURYN/ ITALIË/ UMCHONGWA: IZIKO MFUNDO NGOQEQESHO LWENKQUBO YEZOKUESHWA KOLUTSHA: 03-14 KWEYEKHALA 2023 E TURIN.**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen ) (pg 114-128)*

### **RESOLVED**

1. That Council takes note of the nomination of the Executive Manager: Corporate Services by GIZ to attend the training from 3 – 14 July 2023.

2. That Council endorses the nomination of the Executive Manager: Corporate Services to attend the training from 3 to 14 July in Turin, Italy.
3. That a transfer of skills on the Academy on Youth Employment Training Course takes place on the return of the Executive Manager: Corporate Services to the relevant officials within the municipality.
4. That a comprehensive follow-up report serves at Council on the knowledge and experience gained.

### **BESLUIITE**

1. *Dat die Raad kennis neem van die nominasie van die Uitvoerende Bestuurder: Korporatiewe Dienste deur GIZ om die opleiding by te woon vanaf 3 – 14 Julie 2023.*
2. *Dat die Raad die nominasie van die Uitvoerende Bestuurder: Korporatiewe Dienste om die opleiding by te woon, onderskryf.*
3. *Dat die oordrag van vaardighede en kennis na die opleiding oorgedra sal word aan die relevante amptenare van die munisipaliteit.*
4. *Dat 'n volledige verslag rakende die opleidingsprogram by die Raad sal dien na terugkeer.*

### **ISIGQIBO**

1. Sesokuba iBhunga lithathele ingqalelo ukutyunjwa koMphathi oLawulayo: iiNkonzo Zolawulo yi-GIZ ukuba abekho kuqeqesho ukususela nge-3 – 14 Julayi 2023.
2. Sesokuba iBhunga livume ukutyunjwa koMphathi oLawulayo: iiNkonzo zoLawulo ukuba abekho kuqeqesho ukususela ngomhla we-3 ukuya kowe-14 kweyeKhala eTurin, Italy.
3. Sesokuba ukhutshelo lwezakhono kwiAkhademi kwiKhosi yoQeqesho lokuQeshwa koLutsha lwenzeka ekubuyiselweni koMphathi oLawulayo: iiNkonzo zoShishino kumagosa afanelekileyo kumasipala.

4. Sesokuba ingxelo ebanzi yokulandelela isebenze kwiBhunga kulwazi namava afunyenweyo.

**NB: Cllr D Acker left the meeting at 12:30.**

**E.3 THIRD GARDEN ROUTE SKILLS MECCA SUMMIT: 13 – 14 JULY 2023: KNYSNA: PROPOSED PROGRAMME / DERDE GARDEN ROUTE SKILLS MECCA VAARDIGHEIDSBERAAD: 13 – 14 JULIE 2023: KNYSNA: VOORGESTELDE PROGRAM / INGQUNGQUTHELA YESITHATHU YE GARDEN ROUTE SKILLS MECCA: 13-13 JULY 2023: KNYSNA:INKQUBO EPHAKANYISIWEYO**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 129-141)*

**RESOLVED**

1. That Council notes the content of the report.
2. That Council provides inputs regarding the draft programme proposed.
3. That invitations to all Councillors will be distributed shortly for the attendance of the summit.
4. That the financial implications for the summit be noted.

**BESLUIT**

1. *Dat die Raad kennis neem van die inhoud van die verslag.*
2. *Dat die Raad insette lewer rakende die voorgestelde konsep program.*
3. *Dat uitnodigings aan al die Raadslede gestuur word vir die bywoning van die vaardigheidsberaad.*
4. *Dat die Raad kennis neem van die finansiële implikasies van die vaardigheidsberaad.*

**ISIGQIBO**

1. Sesokuba iBhunga liqaphela okuqulethwe yingxelo.
2. Sesokuba iBhunga libonelele ngezimvo malunga nenkqubo eyidrafft ecetywayo.
3. Izimemo eziya kubo bonke ooCeba ziya kuhanjiswa kwakamsinya ukuze bazimase ingqungquthela.

4. Sesokuba kuqatshelwe iimpembelelo zemali kwisamithi.

- E.4 **GARDEN ROUTE SKILLS MECCA QUARTERLY PROGRESS REPORT FOR THE PERIOD ENDING MAY 2023 / GARDEN ROUTE SKILLS MECCA KWARTAALIKSE VORDERINGSVERSLAG VIR DIE PERIODE WAT EINDING MEI 2023 / INGXELO YEKOTA YOMSEBENZI OSELE WENZIWE WE GARDEN ROUTE SKILLS MECCA KWIXESHA ELIPHELA KUCANZIBE 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 142-157)*

### **RESOLVED**

That Council note the content of the quarterly progress report of the Garden Route Skills Mecca for the period ending May 2023.

### **BESLUIT**

*Dat die Raad kennis neem van die inhoud van die aktiwiteite en programme van die Garden Route Skills Mecca vir die periode wat eindig in Mei 2023.*

### **ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo ingxelo yomsebenzi osele wenziwe wekota kwixesha eliphela CuZanzibe 2023 we Garden Route Skills Mecca.

- E.5 **GARDEN ROUTE SKILLS MECCA IMPLEMENTATION: PHASE 1: APRIL 2022 – MARCH 2023: CLOSE OUT REPORT/ GARDEN ROUTE SKILLS MECCA IMPLEMENTING: FASE 1: APRIL 2022 – MARCH 2023: AFSLUITINGSVERSLAG/ UKUMISELWA KWE GARDEN ROUTE SKILLS MECCA: IBAKALA 1: KUTSHAZIMPUZI 2022-KWEYOKWINDLA 2023: INGXELO YOVALO**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 158-200)*

### **RESOLVED**

1. That Council takes note of the content of the report.
2. That Council discuss the outcomes achieved for the Garden Route Skills Mecca for the period April 2022 – March 2023.

### **BESLUIT**

1. *Dat die Raad kennis neem van die inhoud van die verslag.*

2. *Dat die Raad die uitkomst wat bereik was vir die Garden Route Skills Mecca vir die periode April 2021 – Maart 2023, bespreek.*

### **ISIGQIBO**

1. Sesokuba iBhunga lithathela ingqalelo okuqulethwe yingxelo.
2. Sesokuba iBhunga lixoxe ngeziphumo ezifunyenweyo zeGarden Route Skills Mecca kwithuba likaTshazimpuzi 2021 – kweyoKwindla 2023.

E.6 **REPORT ON THE APPROVAL OF THE WORKPLACE SKILLS PLAN FOR THE FINANCIAL YEAR 2023/24 / VERSLAG RAKENDE DIE GOEDKEURING VAN DIE WERKSPEK VAARDIGHEIDS PLAN VIR DIE FINANSIËLE JAAR 2023/24 / INGXELO NGOKUPHUNYEZWA KWEZICWANGCISO ZEZAkhono Kwindawo YEMPANGELO KUNYAKAMALI KA 2023/24**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 210 - 290)*

### **RESOLVED**

That Council take note of the report.

### **BESLUIT**

*Dat die Raad kennis neem van die verslag.*

### **ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo ingxelo.

E.7 **REPORT ON ALIGNMENT OF THE ORGANISATIONAL STRUCTURE /VERSLAG RAKENDE DIE BELYNING VAN DIE ORGANISASIE STRUKTUUR INGXELO NGOLUNGELELWANISO LWESIMO SEZOLAWULO**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 291 - 303)*

### **RESOLVED**

1. That the consultation processes embarked upon late last year, to align the organizational structure with the budget and the Integrated Development Plan, be noted.
2. That the structure inputs as per nr 6.2 that derived from the consultation processes of last year, be considered from 1 July 2023.

3. That the unfunded vacancies be removed from the structure as listed under nr 6.2 from 1 July 2023.
4. That the organisational structure layers and levels as per alignment of the Municipal Staff Regulations be approved.
5. That Council approves the amended organisational structure for 2023/2024, from 1 July 2023.

### **BESLUIT**

1. *Dat kennis geneem word dat die konsultasieprosesse verlede jaar begin is om die organisasiestruktuur met die begroting en die Geïntegreerde Ontwikkelingsplan in lyn te bring, plaasgevind het.*
2. *Dat die struktuurinsette soos per nr 6.2 wat na die konsultasieprosesse van verlede jaar afgelei is, vanaf 1 Julie 2023 oorweeg word.*
3. *Dat die onbefondsde vakatures vanaf 1 Julie 2023 struktuur soos gelys onder nr 6.2, verwyder word.*
4. *Dat die organisasiestruktuurlae en -vlakke soos per belyning van die Munisipale Personeelregulasies, goedgekeur word.*
5. *Dat die Raad die gewysigde organisasiestruktuur vir 2023/2024, vanaf 1 Julie 2023, goedkeur.*

### **ISIGQIBO**

1. Sesokuba inkqubo yothethathewano nebekungenelwe kuyo kulonyaka uphelileyo ekuzenikuphela konyaka ukulungelelanisa isimo solawulo ngolwabiwo-mali kunye Nesicwangciso Sophuhliso Lwendibaniselwano.
2. Sesokuba izimbo zesimo solawulo ngokwe nr 6.2 nezisuka kuqhagamshelwano nobelubanjwe kulonyaka uphelileyo, siqwalalaselwe ukususela ngomhla 1 kweyeKhala 2023.
3. Sesokuba izikhundla ezingabakelwanga mali zisuswe kwisimo solawulo ngokoluhlu oluphantsi ko nr 6.2 ukususela ngomhla 1 kweyeKhala 2023.
4. Sesokuba amabakala esimo sezolawulo kunye na layer ngokohambiselwano neMithetho Yabasebenzi boMasipala iphunyezwe.
5. Sesokuba iBhunga liphumeze iziphakamiso zolungiso kwiSimo Sezolawulo kunyakamali ka 2023/2024 ukususela ngomhla 1 kweyeKhala 2023.

E.9 **VARIOUS HR POLICIES FOR COUNCIL APPROVAL / VERSKEIDENHEID MENSLIKE HULPBRONNE BELEIDE VIR GOEDKEURING /**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 304-375)*

**RESOLVED**

That the following policies be approved:

- Induction/Onboarding Policy
- Travel Allowance for Essential User Scheme Policy
- Smoking Policy
- Remote Working Policy
- OHS Policy

**BESLUIT**

*Dat die volgende beleide goedgekeur word:*

- Induksie beleid
- Reis Verblyf vir Essensiële Gebruikerskema Beleid
- Rookbeleid
- Beleid rakende die werk vanaf tuiste
- Beroepsgesondheid- en Veiligheidsbeleid

**ISIGQIBO**

Sesokuba lewmigaqo-nkqubo ilandelayo iphunyezwe:

- Induction/Onboarding Policy
- Travel Allowance for Essential User Scheme Policy
- Smoking Policy
- Remote Working Policy
- OHS Policy

E.10 **REPORT ON PROGRESS ON HUMAN RESOURCE POLICIES/ VORDERINGS VERSLAG RAKENDE MENSLIKE HULPBRON BELEIDE / INGXELO NGENKQUBELA KWIMIGAQO-NKQUBO EZABASEBENZI**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 376-379)*

**RESOLVED**

That Council takes note of the progress of various Human Resource Policies.

**BESLUIT**

*Dat die Raad neem kennis van die vordering van verskeie Menslikehulpbronbeleide.*

**ISIGQIBO**

Sesokuba iBhunga lithathela ingqalelo ukuqhubela phambili kwemigaqo-nkqubo eyahlukeneyo yezaBasebenzi.

**F. REPORTS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU**

**F.1 AMENDMENT TO THE SERVICE LEVEL AGREEMENT WITH ZUTARI (PTY) LTD/WYSIGING AAN DIE DIENSOORENKOMS MET ZUTARI (PTY) LTD / ULUNGISO LWESIVUMELWANO SEBAKALA LENKONZO NABAKWA ZUTARI(PTY) LTD**

*Refer Report from the Executive Manager Community Services (C Africa) / District Waste Manager (J Gie)(PG 418-421)*

**RESOLVED**

1. That Council takes note of the contents of the report.
2. That Council approves the proposed amendment to the Service Level Agreement between Garden Route District Municipality and Zutari (Pty) Ltd as determined by Section 116(3) of the Municipal Finance Management Act (Act No. 56 of 2003).
3. That the local community is given notice of the intention to amend the Service Level Agreement between GRDM and Zutari (Pty) Ltd as required in terms of Section 116(3) of the Municipal Finance Management Act.
4. That the local community is invited to submit representations to the municipality as required in terms of Section 116(3) of the MFMA.

**BESLUIT**

1. *Dat die Raad kennis neem van die inhoud van die verslag.*

2. *Dat die Raad die voorgestelde wysiging aan die diensooreenkoms tussen Garden Route Distriksmunisipaliteit en Zutari (Pty) Ltd soos bepaal deur Artikel 116(3) van die Wet op Munisipale Finansiële Bestuur (Wet 56 van 2003), goedkeur.*
3. *Dat die plaaslike gemeenskap in kennis gestel word rakende die voorneme om die diensooreenkoms tussen GRDM en Zutari (Pty) Ltd te wysig soos vereis word in terme van Artikel 116(3) van die Wet op Munisipale Finansiële Bestuur.*
4. *Dat die plaaslike gemeenskap uitgenooi word om vertoë rakende die aangeleentheid by die munisipaliteit in te dien, soos vereis word in terme van Artikel 116(3) van die Wet op Munisipale Finansiële Bestuur.*

#### **ISIGQIBO**

1. Sesokuba iBhunga lithathela ingqalelo okubhalwe kwingxelo.
2. Sesokuba iBhunga liphumeze isilungiso esicetywayo kwisivumelwano senqanaba lenkonzo phakathi koMasipala Wesithili seGarden Route kunye neZutari (PTY) LTD njengoko kumiselwe licandelo 116(3) lomthetho wolawulo lwemali kamasipala (umthetho ongunombolo 56 ka-2003).
3. Sewsokuba uluntu lwasekuhlaleni lunikwe isaziso senjongo yokulungisa isivumelwano senqanaba lenkonzo phakathi kwe-grdm nezutari (pty) ltd njengoko kufunwa ngokwecandelo le-116(3) lomthetho wolawulo lwemali kamasipala.
4. Sesokuba uluntu lwengingqi luyamenywa ukuba lungenise ingxelo kumasipala njengoko kuyimfuneko ngokwecandelo 116(3) lemfma.

**G. REPORTS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT /**  
**ITEMS VANAF DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA**  
**YESEBE LENKONZO ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO**

G.1 **FINANCIAL SUPPORT FOR THE ERECTING OF NEW FENCING AS WELL AS THE REPLACEMENT OF DAMAGED FENCING ALONG THE PROVINCIAL ROADS NETWORK IN THE JURISDICTION AREA OF THE GARDEN ROUTE DISTRICT MUNICIPALITY / FINANSIËLE ONDERSTEUNING VIR DIE OPRIG VAN NUWE HEININGS ASOOK DIE VERVANGING VAN BESKADIGDE HEININGS LANGS DIE PROVINSIALE PAAIE NETWERK IN DIE JURISDIKSIEGEBIED VAN DIE GARDEN ROUTE DISTRIKSMUNISIPALITEIT / IMALINXASO YOKUFAKELWA UCINGO LOKUBIYELA OLUTSHA KUQUKA NOKUFAKELWA KOCINGO OLONAKELEYO NAKUDE KUFUPHI NOTHUNGELWANO LWENDLELA ZEPHONDO KWINGINGQI YOMASIPALA WESITHILI SE GARDEN ROUTE**

*Refer Report from the Executive Manager Roads and Transport Planning Services (JG Daniels)(PG 422-428*

**RESOLVED**

1. That the proposed decrease for financial support for erecting of new fencing as well as the replacing of damaged fencing along the provincial road network in the jurisdiction area of the Garden Route District Municipality be considered.
2. That the fencing subsidy be implemented on 1 July 2023.
3. That the following prices be used:
  - For the 2023-2024 financial year the Stock-proof fencing price will be R35 900, and Vermin-proof fencing price will be R57 800, per meter.

**BESLUITE**

1. *Dat die voorgestelde afname vir finansiële ondersteuning vir die oprigting van nuwe heinings asook die vervanging van beskadigde heinings langs die provinsiale padnetwerk in die jurisdiksiegebied van die Gardenroute Distriksmunisipaliteit oorweeg word.*
2. *Dat die omheiningssubsidie op 1 Julie 2023 geïmplementeer word.*
3. *Dat die volgende pryse gebruik word:*
  - *Vir die 2023-2024 finansiële jaar sal die voorraadvaste omheiningsprys R35 900 wees, en dierebestande omheiningsprys sal R57 800, per meter wees.*

**ISIGQIBO**

1. Sesokuba kuqwalaselwe ukuhla okucetywayo kwenkxaso-mali yokwakhiwa kocingo olutsha kwakunye nokutshintshwa kocingo olonakeleyo ecaleni kothungelwano lweendlela zephondo kummandla wolawulo lukaMasipala weSithili saseGarden Route.

2. Ukuba uncendo lokubiyela luphunyezwe ngomhla woku-1 kweyeKhala 2023.
3. Ukuba kusetyenziswe la maxabiso alandelayo:
  - Kunyaka-mali ka-2023-2024 ixabiso lokubiyela i-Stock-proof liya kuba ngama-R35 900, kwaye ixabiso lokubiyela i-Vermin-proof liya kuba ngama-R57 800.

**H. REPORTS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT /  
ITEMS VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA  
YESEBE LEZICWANGCISO KUNYE NOPHUHLISO LOQOQOSHO**

**H.1 ANNUAL REPORT PROCESS PLAN FOR 2022/23 FINANCIAL YEAR/ JAARVERSLAG  
PROSESPLAN VIR 2022/23 FINANSIËLE JAAR / ISICWANGCISO SENKQUBO  
YENGXELO YONYAKAMALI KA 2022/23**

*Refer Report from the Executive Manager Economic Development and Planning (L Menze)/ District IDP Manager (M James) (pg 422-428)*

**RESOLVED**

That Council approves the 2022/2023 Annual Report Process plan.

**BESLUIT**

*Dat die Raad die 2022/2023 Jaarverslag prosesplan goedkeur.*

**ISIGQIBO**

Sesokuba iBhunga liphumeze Isicwangciso Sengxelo Yenqubo yoNyaka kunyakamali ka 2022/2023.

**H.2 PROPOSED ALIENATION OF CERTAIN COUNCIL PROPERTIES / VOORGESTELDE  
VERVREEMDING VAN SEKERE RAADS EIENDOMME / ISIPHAKAMISO NGOKUSUSWA  
KWEMIHLABA ETHILE YEBHUNGA**

*Refer Report from the Executive Manager Economic Development and Planning (L Menze) / Manager: Projects, Properties, Facilities and Resorts Management (P Dongi) (pg 429-460)*

**RESOLVED**

That this report be referred back to address all the concerns raised to allow Council to have a proper engagement when this report is submitted to Council again and that all other transactions related to these properties be placed on hold for now.

**BESLUIT**

*Dat die verslag terugverwys word om al die bekommernisse wat opgebring is aan te spreek om die Raad in staat te stel om 'n behoorlike besprekings te hê wanneer hierdie verslag weer aan die Raad voorgelê word en dat alle ander transaksies wat met hierdie eiendomme verband hou vir eers op wag geplaas word.*

**ISIGQIBO**

Sesokuba lengxelo ijikiswe ukuze kujongwe inxalabo eziye zaphakanyiswa ukuze kunikwe iBhunga ithuba elaneleyo lokuthetha thethana xa lengxelo iphinde yanikezelwa kuBhunga kwaye zonke inkqubo zothungelwano olayamaniswa nalemihlaba imiswe okwangokiu.

H.3

**REPORT ON THE ACTIVITIES THAT TRANSPIRED AT PORTION 2 OF FARM 215, BUFFALO BAY (WALKER'S POINT) / VERSLAG RAKENDE DIE AKTIWITEITE WAT PLAASGEVIND HET BY PORSIE 2 VAN PLAAS 215, BUFFELS BAAI (WALKERS POINT) / INGXELO NGOKWENZKILEYO KUMHLATYANA WESI 2 WEFAMA 215 E BUFFALO BAY(WALKERS POINT)**

*Refer Report from the Executive Manager Economic Development and Planning (L Menze) / Manager: Projects, Properties, Facilities and Resorts Management (P Dongi) (pg 461-468)*

**RESOLVED**

That Council takes note of the contents of the report.

**BESLUIT**

*Dat die Raad kennis neem van die inhoud van die verslag.*

**ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

**I. NOTICE OF URGENT MOTIONS / KENNISGEWING VAN DRIGENDE MOSIES / ISAZISO SEZIPHAKAMISO**

I.1 None / Geen / Azikho

**K. IN CLOSED SESSION / IN GESLOTE SESSIE / KWI-SASHONI YASEKHUSINI**

K.1 In-Closed Session agendas were distributed separately.

**CLOSURE / SLUITING / UQUKUNJELO**

The meeting closed at 13:40 with 29 Councillors present / *Die vergadering sluit om 13:40 met 29 Raadslede teenwoordig* / Intlanganiso ivalwe ngo 13:40 inooCeba abayi 29.

.....

**SPEAKER: ALD GR WOLMARANS**

.....

**DATE / DATUM / UMHLA**

**BACK TO AGENDA**



Minutes of a **Special Council meeting of**  
the 2021/2026 term of  
Garden Route District Council held at the **CA Robertson Council Chambers**, and via  
**Zoom on Monday, 19 June 2023 at 09:00**

*Notule van 'n **Spesiale Raadsvergadering** van  
die 2021/2026 termyn  
van Garden Route Distriksraad gehou in die **CA Robertson Raadsaal** en via **Zoom**  
op **Maandag, 19 Junie 2023** om **09:00***

Imizuzu **Yentlanganiso yeBhunga eKhethekileyo**  
yoMasipala Wesithili se Garden Route yexesha lika 2021/2026  
nebibanjwe kwiGumbi **leBhunga CA Robertson**, kunye **nango Zoom**, ngo  
**NgoMvulo, 19 KweyeSilimela 2023**, ngo **09:00**

**1. OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO  
NOLWAMKELO**

The Speaker, Ald GR Wolmarans welcomed everybody present and thanked them for their attendance.

**NB: REPORT C.1 WAS DEALT WITH FIRST ON THE AGENDA**

**C.1 INAUGURATION OF COUNCILLOR: GARDEN ROUTE DISTRICT COUNCIL: CLLR R LOUW  
/ INHULDIGING VAN RAADSLID: RDL R LOUW / UKUFUNGISWA KOOCEBA ABATSHA:  
IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA R LOUW**

*Refer report from the Office of the Municipal Manager (MG Stratu) (pg 7-12)*

**RESOLVED**

- 5.1.1 That cognizance be taken of the notice from the IEC, dated 08 June 2023.
- 5.1.2. That Councillor. Rosa Maria Louw be inaugurated as a Councillor of Garden Route District Council with effect from 08 June 2023.
- 5.1.3. That Councillor Rosa Maria Louw be requested to take the Oath of Office as is required in terms of the Rules of order.

**BESLUIE**

- 5.1.1 *Dat kennis geneem word van die kennisgewing van die OVK, gedateer 08 Junie 2023.*
- 5.1.2 *Dat Rdl. Rosa Maria Louw met ingang van 08 June 2023 as Raadslid van die Gardenroute Distriksmunisipaliteit ingehuldig word.*
- 5.1.3 *Dat Rdl. Rosa Maria Louw versoek word om 'n eed van die kantoor te neem soos vereis word ingevolge die Rëels van Orde.*

**ISIGQIBO**

- 5.1.1 Sesokuba kuthathelwe ingqalelo isaziso se IEC, sangomhla wama 08 KweyeSilimela 2023.

5.1.2 Sesokuba uCeba. Rosa Maria Louw, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla wama 16 KuCanzibe 2023.

5.1.3 Sesokuba uCeba Rosa Maria Louw acelwe ukuba athabathe Isifungo se-Ofisi njengoko kufunwa yimithetho Yolawulo.

**NB: The following Councillors extended a warm welcome to the newly inaugurated Cllr Louw: The Speaker, Executive Mayor and Ald V Gericke.**

**2. EVACUATION PROCEDURES / ONTRUIMINGSPROSEDURES / IKNQUBO YOKUFUDUSWA**

The evacuation procedure were presented via audio clip that explained the evacuation procedures in case of emergency.

**3. SILENT PRAYER (MEDITATION) / STILLE GEBED (MEDITASIE) / UMTHANDAZO OTHULEYO**

A moment of silence was observed.

**4. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO**

**4.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG /OOCEBA ABAKHOYO**

Ald M Booysen	DA
Ald GR Wolmarans	DA
Cllr / Rdl / Ceba J Hoogbaard	DA
Cllr / Rdl / Ceba K Malooi	DA
Cllr / Rdl / Ceba P Terblanche	DA
Cllr / Rdl / Ceba JG Meiring	DA
Cllr / Rdl / Ceba NV Gungubele	ANC
Cllr / Rdl / Ceba JJ Cornelius	ICOSA
Cllr / Rdl / Cceba JP Buys	PBI
Cllr / Rdl / Ceba D Saptoe	GOOD
Cllr / Rdl / Ceba D Acker	FREEDOM FRONT PLUS
Ald GJ van Niekerk	George Municipality

Ald IC Krtzinger  
 Cllr / Rdl / Ceba D L Cronje  
 Ald V Gericke  
 Cllr / Rdl / Ceba SM Toto  
 Cllr / Rdl / Ceba R Louw  
 Cllr / Rdl / Ceba B van Noordwyk  
 Cllr / Rdl / Ceba CP Taute  
 Cllr / Rdl / Ceba HRT Stroebeel  
 Cllr / Rdl / Ceba RW Arends  
 Cllr / Rdl / Ceba NT Seti  
 Cllr / Rdl / Ceba M Kannemeyer  
 Cllr / Rdl / Ceba MA Mkonto  
 Ald RH Ruiters  
 Cllr / Rdl / Ceba PE Petros  
 Ald JC Lambaatjeen  
 Cllr / Rdl / Ceba S van Rooyen  
 Cllr / Rdl / Ceba R April

George Municipality  
 George Municipality  
 George Municipality  
 George Municipality  
 George Municipality  
 Hessequa Municipality  
 Hessequa Municipality  
 Knysna Municipality  
 Knysna Municipality  
 Bitou Municipality  
 Mossel Bay Municipality  
 Mossel Bay Municipality  
 Mossel Bay Municipality  
 Knysna Municipality  
 Oudtshoorn Municipality  
 Oudtshoorn Municipality  
 Oudtshoorn Municipality

OFFICIALS / AMPTENARE / AMAGOSA

Mr / Mnr / Mnu MG Stratu  
 Ms / Me / Nkzn B Holtzhausen

Mr / Mnr / Mnu T Loliwe

Mr / Mnr / Mnu C Africa

Mr / Mnr / Mnu JG Daniels

Mr / Mnr / Mnu L Menze

Mr / Mnr / Mnu S Maqekeni

Mr / Mnr / Mnu K Nieuwoudt

Mnr / Mnr / Mnu T Mpuru

Municipal Manager  
 Executive Manager Corporate  
 Services  
 Acting Executive Manager  
 Financial Services  
 Executive Manager  
 Community Services  
 Executive Manager Roads  
 and Transport Services  
 Executive Manager Economic  
 Development and Planning  
 Manager Integrated Support  
 Services & Legal Compliance  
 Manager ICT  
 Manager SCM, Stores & Data

Ms / Me / Nksnz L Hoek	Manager BTO, AFS & Assets
Mr / Mnr / Mnu C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Ms/ Me / Nksnz M James	District IDP Manager
Ms Me / Nkzn P Lufele	Chief Audit Executive
Ms / Me / Nksnz L James	Risk Management Manager
Mr / Mnr / Mnu J Compion	Manager Municipal Health Services
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu G Otto	Manager Disaster Management
Mr / Mnr / Mnu D Stoffels	Fire Chief
Mr / Mnr / Mnu R Dyantyi	Manager EPWP
Mr / Mnr / Mnu J Mkunqwana	Manager Human Settlements
Ms / Me / Nksnz IG Saaiman	Manager Performance Management
Ms / Me / Nksnz T Gauzela	Committee Officer
Mr / Mnr / Mnu B Desha	Snr Committee Officer / Translator / Interpreter
Ms / Me / Nksnz C van Wyngaardt	Committee Officer

#### 4.2 **COUNCILLORS AND OFFICIALS WITH LEAVE / RAADSLEDE EN AMPTENARE MET VERLOF / OOCCEBA ABAKWIKHEFU**

Ald CN Lichaba	ANC
Ald S De Vries	ANC
Ald NS Ndayi	Bitou Municipality
Cllr / Rdl / Ceba JJ Bavuma	Mossel Bay Municipality
Cllr / Rdl / Ceba HD Ruiters	Kannaland Municipality
Ms / Me / Nkzn N Davids	Manager Legal Service
Mr / Mnr/ Mnu P Dongi	Manager Resorts and Projects

4.3 **COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA ABANGEKHO**

None / Geen / Azikho

5. **NOTING OF THE PROVISIONS OF SCHEDULE 7 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL STRUCTURES AMENDMENT ACT, 2021 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 7 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE AANGEPASTE STRUKTUREWET, 2021 / UQWALASELO LWEMITHETHO-NEMIMISELO YOLUHLU 7 (INDLELA YOKUZIPHATHA KOOCEBA) UMTHEHO WEZOLAWULO LOMASIPALA WORHULUMENTE WASEKHAYA, 2021**

The Code of conduct was noted.

6. **DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA KUNYE NAMAGOSA**

None / Geen / Azikho

7. **COMMUNICATIONS BY THE SPEAKER / MEDEDELINGS DEUR DIE SPEAKER / UNXIBELELWANO LUKASOMLOMO**

The Speaker, Ald G Wolmarans communicated the following:

The Speaker informed the Councillors that the Policy Workshop that was scheduled to take place directly after the Council meeting has been postponed.

The Speaker reminded all Councillors that Council is in recess as from 23 June until 14 July 2023. The Speaker said that at the previous Council meeting, the Municipal Manager has requested indulgence from Council, that Council might be requested to avail themselves for a Special Council meeting to approve quarterly reports, but if the need arises, the dates and times of the Special Council meeting will be communicated timeously to all Councillors.

Under the Communications of the Speaker, Cllr CP Taute communicated the following:

Cllr CP Taute said that he experienced problems downloading this agenda and requested clarity from the Speaker with regard to the Rules of Order especially with regard to the distribution of the agenda for a Special Council meeting.

The Speaker responded to the question of Cllr CP Taute and responded by saying the following:

The Speaker quoted Rule 7.4. B of the approved Rules of Order and said that the notice of the Special Council meeting must be made available 3 working days before the commencement of the meeting and then continued to quote Rule 7 (11)(a) and said that at the previous meeting the Municipal Manager made mention of the debt agreement of Standard Bank that Council needs to approve. The Speaker said that the hold up of the agenda was not due to Administration, but Standard Bank. The Speaker said she and Administration are trying their best to ensure that agendas are distributed timeously.

The Speaker concluded by saying that Councillors will notice that no meetings are scheduled on Mondays as per the approved calendar of Council. The Speaker said that Mr Stratu will ensure that officials adhere to the closing dates of reports and that will ensure the timeous distribution of agendas.

Under the Communication of the Speaker, Ald V Gericke communicated the following:

Ald V Gericke, said that Council has approved the recess date and Councillors have made arrangements to travel during the recess period and asked what is the possibility that the agendas for the requested special council meetings could be distributed during the course of this week. Ald V Gericke expressed a wish that when Councillors are on recess, they should be allowed to rest..

The Municipal Manager responded to Ald V Gericke and communicated the following:

Mr Stratu said that GRDM is planning not to have a meeting during the recess period and will do everything to ensure not to interfere with the Councillors rest during this time. Mr Stratu said that compliance reports will be pushed to the very last day in July, but asked the Councillors for their indulgence should circumstances occur that necessitates the attendance of a Special Council meeting.

**8. COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE  
UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU**

The Executive Mayor communicated the following:

The Executive Mayor said that at the Mayoral Committee meeting that took place this morning, discussions also took place regarding the timeslots of meetings and that Mondays can be utilised as a Caucus days.. The Mayor proposed that Mayoral Committee and Council meetings start at 10:00 am going forward.

The Executive Mayor said that all Councillors and officials are aware of the various energy issues our country is going through and said that, the politicians, having to undergo the current energy crisis, regret not making certain decisions. Predictions were made especially with regards to the upgrade of the grid, decisions were postponed due to the financial implications with regards to upgrades and these should be taken as lessons.

The Executive Mayor said that today, a decision must be taken that has been in the pipeline for more than 15 years and that is the approval of the agreement to fund the Regional Waste Management Facility. The Executive Mayor said that a decisive decision must be made today, and if not made, in 15 years time, a solid waste pandemic can occur in the garden route. . The Executive Mayor said that during this meeting Council can make the best or bad decision which could open itself up for judgement. The Executive encouraged all Councillors that the decisions made today should be unanimous not just for the current people but for future generations.

**9. COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA**

The Municipal Manager communicated the following:

The Municipal Manager, on behalf of Administration apologized to all Councillors for the delay with regards to the distribution of the Council agenda and said that it was indeed due to Standard Bank's Legal's department delay.

The Municipal Manager said that he is aware that Councillors has requested that no meeting should take place on a Monday and also the early timeslots of the meetings, and that Administration tries its outmost best to ensure that the wishes and requirements of Council are adhered to.

The Municipal Manager said that today is a very big day for GRDM and formally informed Councillors that the contractor, TEFLA Group was handed over the site to commence construction at the landfill site. A sod turning event is being planned and that all communications will be shared with Councillors as soon as possible.

The Municipal Manager said that when the project was planned, it was going to be over a Billion Rand and at today's meeting Council will be authorising the Municipal Manager to sign the debt agreement of R278 million. The Municipal Manager said that administration has worked very hard to bring the cost of this project..

The Municipal Manager said that administration is also requesting Council to approve a slogan for GRDM. The Municipal Manager said that a slogan is not a policy matter and doesn't require vigorous consultation and it is a cliché that can change at any time. The Municipal Manager said that ordinarily it does not need the approval of Council but administration is requesting that Council does approve the slogan.

The Municipal Manager said that on the agenda of today, a report is serving with regards to debt write of to clean the books for the financial year end. The debt is mainly from fire accounts and state entities.

The Municipal Manager said that Administration is very excited about the debt agreement item that is serving on the agenda and he hopes that the Councillors are sharing the same sentiment.

Under the Communication of the Municipal Manager, the Executive Mayor communicated the following:

The Executive Mayor said that he engaged with Mayors of the Local Municipalities with regard to the transit sites that are being used to dump their refuse and requested that the Municipal Manager and Mr C Africa have engagements with their counter parts to try and come up with a circular solution to address the problems that are currently happening at the Local Municipalities and their transit site for dumping of waste.

**NB: The Executive Mayor requested a 30 minute caucus. The meeting paused at 09:50 and resumed at 11:20.**

**10. APPROVAL OF MINUTES OF COUNCIL MEETING / GOEDKEURING VAN NOTULES VAN RAADSVERGADERING / UKWAMKELWA KWEMIZUZU YENTLANGANISO ZEBHUNGA**

10.1 NONE / GEEN / AZIKHO

**11. MINUTES OF MAYORAL COMMITTEE MEETING/ SECTION 79 COMMITTEES AND OTHER COMMITTEES (FOR NOTIFICATION) / NOTULE VAN DIE BURGEMEESTERSKOMITEEVERGADERING/ ARTIKEL 79 KOMITEES EN ANDER KOMITEES (VIR KENNISNAME) / IMIZUZUZ YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI ZOMHLATHI 79 (ITHATHELWE INGQALELO)**

11.1 NONE / GEEN / AZIKHO

**12. STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO**

NONE / GEEN / AZIKHO

**A. REPORTS FROM THE SPEAKER / VERSLAE VANAF DIE SPEAKER / IMIBA EVELA KU SOMLOMO**

NONE / GEEN / AZIKHO

**B. REPORTS FROM THE EXECUTIVE MAYOR / VERSLAЕ VANAF DIE UITVOERENDE BURGEMEESTER / IMIBA EVELA KUSODOLOPHU**

NONE / GEEN / AZIKHO

**C. REPORTS FROM THE OFFICE OF THE MUNICIPAL MANAGER / ITEMS VANAF DIE KANTOOR VAN DIE MUNISIPALE BESTUURDER / IMIBA EVELA KWI OFISI YOMPHATHI MASIPALA**

**C.2 REPORT ON THE SLOGAN OF GARDEN ROUTE DISTRICT MUNICIPALITY / VERSLAG RAKENDE DIE LEUSE VAN GARDEN ROUTE DISTRIKSMUNISIPALTEIT/ INGXELO NGE SLOGAN SOMASIPALA WESITHILI SE GARDEN ROUTE**

*Refer report from the Office of the Municipal Manager (MG Stratu) / Acting Strategic Manager in the office of the Municipal Manager (S Maqekeni) / Manager Communications (H Pieters)(pg 13-17)*

**RESOLVED**

That Council approves the proposed slogan in Afrikaans, English and Xhosa, which reads: "Your route to prosperity", "Jou roete na vooruitgang" and "Indlela Yakho Eya Empumelelweni"

**BESLUIT**

*Dat die Raad die volgende leuse in Afrikaans, English and Xhosa, wat as volg lees, goedkeur: "Your route to prosperity", "Jou roete na vooruitgang" and "Indlela Yakho Eya Empumelelweni".*

**ISIGQIBO**

Okokuba iBhunga liphumeze islogan ngeAfrikaan, isiNgesi nagesiXhosa nesifundeka ngoluhlabo: "Your route to prosperity", "Jou roete na vooruitgang" and "Indlela Yakho Eya Empumelelweni"

**D. REPORTS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI**

D.1

**APPROVAL TO SIGN THE DEBT AGREEMENT FOR EXTERNAL LOAN TO FUND THE REGIONAL WASTE MANAGEMENT FACILITY / GOEDKEURING OM DIE SKULDOORENKOMS VIR EKSTERNE LENING TE TEKEN OM DIE STREEKS AFVALBESTUUR FASILITEIT TE FONDS / IMVUME YOKUTYIKITYA ISIVUMELWANO SEMALIMBOLEKO YANGAPHANDLE UKUHLAWULA INDAWO YOLAWULO LWENKUNKUMA YENGINGSI**

*Refer report from the Acting Executive Manager Financial Services (T Loliwe) (pg 18-147)*

**RESOLVED**

1. That Council takes note of the MFMA section 46 Process that was conducted by the administration.
2. That approval be given to the Municipal manager to sign the debt agreement with Standard Bank.
3. That approval be given to the Municipal manager to negotiate with Standard Bank for the additional funding needed for the consulting engineers to the amount of R10 571 944 (excluding VAT).
4. That the Municipal Manager must enter into Service level agreements with the participating municipalities as soon as the Section 33 process has been concluded by each municipality.

**BESLUIT**

1. *Dat die Raad kennis neem van die MFMA artikel 46-proses wat deur administrasie uitgevoer is.*
2. *Dat goedkeuring aan die Munisipale bestuurder verleen word om die skuldooreenkoms met Standard Bank te onderteken.*
3. *Dat goedkeuring aan die Munisipale bestuurder verleen word om met Standard Bank te onderhandel vir die bykomende befondsing benodig vir die raadgewende ingenieurs ten bedrae van R10 571 944 (BTW uitgesluit)*

4. *Dat die Munisipale Bestuurder Diensvlakooreenkomste met die deelnemende munisipaliteite moet aangaan sodra die Artikel 33-proses deur elke munisipaliteit afgehandel is.*

#### **ISIGQIBO**

1. Sesokuba iBhunga lithathele ingqalelo umhlathi 46 weNkqubo ye MFMA nethe yabanjwa ngabalawuli.
2. Sesokuba kuphunyezwe ukuba uMphathi Masipala atyikitye isivumelwano nabakwa Standard Bank.
3. Sesokuba kuphunyezwe ukuba uMphathi masipala agqugule nabakwa Standard Bank ngemalinxaso eyongezelelweyo yenjingenli ezinamava nemali efikelela kwi R10 571 944(kuquka I vat).
4. Sesokuba uMphathi Masipala kunyanzelekile ukuba angele kwisivumelwano Senkonzo kunye noomasipala abathabatha inxaxheba emveni nje kwenkqubo yoMhlathi 33 ithe yaqukunjelwa ngumasipala ngamnye.

D.2 **DEBT WRITE-OFF REPORT 2022/23: QUARTER 3-4 / SKULD AFSKRYWINGSVERSLAG 2022/23: KWARTAAL 3-4 /YOKUCINYWA KWETYALA KU 2022/23: KWIKOTA 3-4**  
*Refer report from the Acting Executive Manager Financial Services (T Loliwe)(pg 148 – 158)*

#### **RESOLVED**

That Councils approves the write-off of debtors balances outstanding per category with a total of R 2129 208.65 , of which R 1800 730.42 was included in the debt impairment for 2021/22, the actual financial implication for 2022/23 of R 328 478.23.

#### **BESLUIE**

*Dat die Raad goedkeuring verleen vir die afskrywing van debiteure met balanse uitstaande per kategorie met 'n totaal van R 2 129 208.65, waarvan R1 800 730.42 alreeds ingesluit was by die voorsiening vir slegte skulde van 2021/22, dus is die werklike finansiële implikasie vir 2022/23 R328 478.23.*

**ISIGQIBO**

Sesokuba iBhunga liphumeze ukucinywa kwamatyala angekahlawulwa ngokoluhlu nafikelela kwi R2 129 208.65 nalapho imali eyi R1 800 730.42 iye yabandakanywa kumatyala ka 2021/22, okona kuchaphazeleka ngokwezemali kunyaka mali ka 2021/22 yimali eyi R328 478.23.

**E. REPORTS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO**

E.1 NONE / GEEN / AZIKHO

**F. REPORTS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU**

F.1 NONE / GEEN / AZIKHO

**H. REPORTS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT / ITEMS VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA YESEBE LEZICWANGCISO KUNYE NOPHUHLISO LOQOQOSHO**

H.1 NONE / GEEN / AZIKHO

**I. NOTICE OF URGENT MOTIONS / KENNISGEWING VAN DRIGENDE MOSIES / ISAZISO SEZIPHAKAMISO**

I.1 None / Geen / Azikho

**K. IN CLOSED SESSION / IN GESLOTE SESSIE / KWI-SASHONI YASEKHUSINI**

K.1 None / Geen / Azikho

**CLOSURE / SLUITING / UQUKUNJELO**

The meeting closed at 11:45 with 29 Councillors present / *Die vergadering sluit om 11:45 met 29 Raadslede teenwoordig* / Intlanganiso ivalwe ngo 11:45 iNooceba abayi 29.

.....

**SPEAKER: ALD GR WOLMARANS**

.....

**DATE / DATUM / UMHLA**

**BACK TO AGENDA**



Minutes of a  
**Mayoral Committee meeting**

Held at **CA Robertson Council Chambers**, and via **Zoom**,  
on **Tuesday, 28 March 2023** at **08:00**

*Notule van 'n **Burgemeesterskomiteevergadering***  
*Gehou in die **CA Robertson Raadsaal** en via **Zoom**,*  
*op **Dinsdag, 28 Maart 2023** om **08:00***

Imizuzu **yeKomiti Kasodolophu**  
nebibanjwe kwiGumbi **leBhunga CA Robertson**, kunye **nango Zoom**, ngo  
**ngoLwesibini, 28 kweyoKwindla 2023** ngo **08:00**

**4. OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO  
NOLWAMKELO**

The Executive Mayor, Ald M Booysen, opened the meeting and welcomed everyone present.

**5. EVACUATION PROCEDURES / ONTRUIMINGSPROSEDURES / IKNQUBO  
YOKUFUDUSWA**

The evacuation procedures were played via audio clip that explained the evacuation procedures in case of emergency.

**6. SILENT PRAYER (MEDITATION) / STILLE GEBED (MEDITASIE) / UMTHANDAZO  
OTHULEYO**

A moment of silence was observed.

**4. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO**

**4.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG / OOCCEBA ABAKHOYO**

Ald M Booysen

Executive Mayor

Ald IC Kritzinger

Ald RH Ruiters

Ald NS Ndayi

Ald P Terblanche

Ald JC Lambaatjeen

Cllr / Rdl / Ceba J Hoogbaard

Ald GR Wolmarans

(Observer)

**OFFICIALS / AMPTENARE / AMAGOSA**

Mr / Mnr / Mnu MG Stratu

Municipal Manager

Ms / Me / Nkzn B Holtzhausen

Executive Manager Corporate  
Services

Mr / Mnr / Mnu T Loliwe	Acting Executive Manager Financial Services
Mr / Mnr / Mnu C Africa	Executive Manager Community Services
Mr / Mnr / Mnu L Menze	Executive Manager Economic Development and Planning
Mr/Mnr /Mnu JG Daniels	Executive Manager Roads and Transport Planning Services
Mr / Mnr / Mnu S Maqekeni	Manager Integrated Support Services & Legal Compliance
Mr/Mnr / Mnu S Dladla	Chief of Staff: Office of the Executive Mayor
Ms / Me / Nkzn N Davids	Manager Legal Service
Mr / Mnr / Mnu K Nieuwoudt	Manager ICT
Ms / Me/ Nkzn L Hoek	Manager BTO, AFS & Assets
Mr / Mnr / Mnu C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Mnr / Mnr / Mnu T Mpuru	Manager SCM, Stores & Data
Ms/ Me / Nksnz M James	District IDP Manager
Ms Me / Nkszn P Lufele	Chief Audit Executive
Ms / Me / Nkszn N Klaas	Manager Policy Development and Research
Ms / Me / Nksnz L James	Risk Management Manager
Ms/ Me / Nksnz L Janse van Rensburg	Acting Manager Human Resources
Ms/ Me / Nksnz M Wilson	Manager LED & Tourism
Mr / Mnr / Mnu G Otto	Disaster Management Manager
Mr / Mnr / Mnu J Compion	Manager Municipal Health Services
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu D Stoffels	Fire Chief

Mr / Mnr/ Mnu J Mkunqwana	Manager Human Settlements
Ms /Me / Nksnz S Sims	Manager Human Settlements
Mr / Mnr / Mnu R Dyantyi	Manager EPWP
Ms / Me / Nksnz R Matthews	Head: Committee Services
Mr / Mnr / Mnu B Desha	Snr Committee Officer / Translator / Interpreter
Ms / Me / Nksnz C van Wyngaardt	Committee Officer
Ms / Me / Nksnz T Gauzela	Committee Officer

4.2 **COUNCILLORS AND OFFICIALS WITH LEAVE / RAADSLEDE EN AMPTENARE MET VERLOF / OOCEBA ABAKWIKHEFU**

None / Geen / Azikho

4.3 **COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA ABANGEKHO**

Ald G van Niekerk

Deputy Executive Mayor

5. **NOTING OF THE PROVISIONS OF SCHEDULE 7 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL STRUCTURES AMENDMENT ACT, 2021 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 7 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE AANGEPASTE STRUKTUREWET, 2021 / UQWALASELO LWEMITHETHO-NEMIMISELO YOLUHLU 7 (INDLELA YOKUZIPHATHA KOOCEBA) UMTHEHO WEZOLAWULO LOMASIPALA WORHULUMENTE WASEKHAYA, 2021**

The Code of conduct was noted.

6. **DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA KUNYE NAMAGOSA**

None / Geen / Azikho



**7. COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE  
UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU**

None / Geen / Azikho

**8. COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE  
MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA**

The Municipal Manager informed the Mayoral Committee that at the Council meeting later during the day, Council will be bidding farewell to the following 3 officials: Ms M Wilson, Ms A Koeberg and Ms N Boumeester. The three officials were working in the Economic Development and Planning Section. Ms M Wilson is attending this meeting for the last time after working at GRDM for 27 years. Certificates of appreciation will be handed over to the officials at the Council meeting.

The Municipal Manager informed the Committee that the Department of Public Works visited GRDM last week to revive the Steering Committee that was established to manage the Human Settlements Program in the Region. The Municipal Manager said that he is the Chairperson of the Committee together with the Director General of Human Settlements. The Municipal Manager informed the Committee that the National Minister of Human Settlements will visit GRDM on 13 May 2023. The Municipal Manager said that the National Minister will address a number of issues such as the accreditation of GRDM, the bottlenecks caused by lack of understanding by B Municipalities on the involvement of the district in human settlements, and importantly address all the questions from B Municipalities with regards to the role of GRDM in the Human Settlements space. The Municipal Manager concluded that all spheres of Government will be present on 13 May 2023, National, Provincial, GRDM and all the B Municipalities, and that no sphere will be left behind.

The Municipal Manager informed the Committee that correspondence was received from Department of Public Works to establish a Garden Route Land Forum, but the Terms of Reference are yet to be established. The aim of the Forum is to bring together stakeholders in the District to deal with issues of land, i.e transformation, distribution, etc. When the Terms of Reference are completed a report will serve at this Committee as well as Council.

The Municipal Manager informed the Committee that the Institutional Strategic Session is going to take place on 13-14 April 2023 at Knysna. He also informed the committee that the Draft Budget will be approved today and the final budget only in May 2023 and enough time will be given to the public to comment on the draft budget.

The Municipal Manager reported that GRDM has issues with properties that this Council owns, that are situated in Knysna, . During a meeting in February 2023 with the Knysna Municipality, GRDM brought to their attention that one of our properties are being leased by Knysna without authority from GRDM. A lease agreement was signed by officials at Knysna Municipality with the private company to lease the property as a restaurant.

The Municipal Manager requested Ms Nadiema Davids to provide feedback with regards to the issue above:

Ms Nadiema Davids communicated the following:

On Friday, 24 March a case was opened at SAPS, George Office with regard to the lease agreement between Knysna Municipality and the lessee for leasing the portion of the Walkerspoint Backpackers and that they are using it as a restaurant. A letter was written to Knysna Municipality regarding the opening of a case they are leasing the property without the consent of GRDM. Ms Nadiema Davids said that at the meeting in February, GRDM informed them of this matter as well.

The lease agreement was received from Knysna and according to this agreement, the Acting Municipal Manager of Knysna then, leased the property to the lessee for an amount of R5000 per month. According to the lease agreement it was supposed to be terminated last year November. Ms Davids said that a case was opened for the fraudulent lease agreement because GRDM is the owner as per the title deed.

The Case number has been received and Ms Nadiema Davids was contacted by the Warrant officer, who is going to liase with the commercial crime unit. As soon as more information is received it will be shared with Council.

**9. CONFIRMATION OF THE MINUTES / BEKRAGTIGING VAN NOTULE / UKUQINISEKISWA KWEMIZUZU**

**9.1 MINUTES OF PREVIOUS MEETING: 27 FEBRUARY 2023 / NOTULE VAN VORIGE VERGADERING: 27 FEBRUARIE 2023 / IMIZUZU YENTLA NGANISO YANGAPHAMBILINI 27 KWEYOMDUMBA 2023 (PG 7-36)**

**RESOLVED**

That the Executive Mayoral Committee approves the minutes of the Executive Mayoral Committee meeting dated 27 February 2023.

**BESLUIT**

*Dat die Uitvoerende Burgemeesterskomitee die notule van die Uitvoerende Burgemeesterskomiteevergadering gedateer, 27 Februarie 2023, goedkeur.*

**ISIGQIBO**

Sesokuba iKomiti Kasododlophu Obekekileyo iphumeze imizuzu yentkangansio yekomiti Kasodolophu Obekekileyo yangomhla 27 KweyoMdumba 2023.

**10. MINUTES OF SECTION 80 COMMITTEES (FOR NOTIFICATION) / NOTULES VAN ARTIKEL 80 KOMITEES (VIR KENNISNAME) / IMIZUZUZ YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI ZOMHLATHI 80 (ITHATHELWE INGQALELO)**

**10.1 ROADS AND TRANSPORT SERVICES COMMITTEE / PAAIE & VERVOERBEPLANNINGSDIENSTEKOMITEE / YEKOMITI YEZENDLELA & INKONZO YEZICWANGCISO ZOTHUTHO; COMMUNITY SERVICES COMMITTEE / GEMEENSKAPSDIENSTE KOMITEE / YEKOMITI YENKONZO ZOLUNTU ; PROPERTY MANAGEMENT AND DEVELOPMENT COMMITTEE / EIENDOM BESTUUR EN ONTWIKKELINGSKOMITEE / YEKOMITI YOLAWULO LWEZEMIHLABA KUNYE NEZOPHULISO / DISTRICT ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE/ DISTRIK EKONOMIESE ONTWIKKELING –EN TOERISMEKOMITEE / YEKOMITI YOPHULISO LOQOQOSHO KUNYE NOKHENKETHO KWISITHILI / STRATEGIC SERVICES COMMITTEE / STRATEGIESE DIENSTE KOMITEE/ YENTLANGANO YEKOMITI YOCWANGCISO NOBUCHULE / FINANCIAL SERVICES COMMITTEE / FINANSIËLE DIENSTE KOMITEE / IKOMITI YEENKONZO ZEZIMALI NEBIBANJWE NGOBUXHAKAXHAKA DATED : 04 & 05 OCTOBER 2022 / 04 & 05 OKTOBER 2022 / 04 & 05 KWEYEDWARHA 2022 (pg 27-80)**

**RESOLVED**

That the minutes of the Roads and Transport Planning Services, Community Services Committee; Economic Development and Tourism Committee; Financial Services Committee; Strategic Services and Property Management and Development meetings that took place on 04 & 05 October 2022, be noted.

**BESLUIT**

*Dat kennis geneem word van die notules van die Paaie en Vervoerdienste, Gemeenskapsdienste, Distrik Ekonomiese Ontwikkeling en Toerisme Komitee, Finansiële Dienste, Strategiese Dienste en Eiendomsbestuurs-en Ontwikkelingskomitee vergaderings wat plaasgevind het 04 & 05 Oktober 2022.*

**ISIGQIBO**

Sesokuba imizuzu Yekomiti Yezendlela & Inkonzo Yezicwangciso Zothutho; Yekomiti yeNkonzo Zoluntu ; yeKomiti Yophuhliso loQoqosho kunye Nokhenketho kwiSithili; Ikomiti yeeNkonzo Zezimali nebibanjwe ngobuxhakaxhaka ; yeKomiti yoCwangciso noBuchule kunye yeKomiti Yezophuhliso noLawulo Lwemihlaba ebezibanjwe ngomhla 04 kunye 05 kweyeDwrha 2022, ithathelwe ingqalelo.



10.2 **AGENDA OF SECTION 80 COMMITTEE (FOR NOTIFICATION) / AGENDA VAN ARTIKEL 80 KOMITEE (VIR KENNISNAME) / YEKOMITI ZOMHLATHI 80 (ITHATHELWE INGQALELO)**

Corporate Services Portfolio Committee/ Korporatiewe Dienste Portefeulje Komitee / yeKomiti yeeNkonzo Zolawulo: 22 February / Februarie / KweyoMdumba 2023

**RESOLVED**

That the reports contained in agenda of the Corporate Services Portfolio Committee dated 22 February 2023, be accepted.

**BESLUIT**

*Dat die verslae soos saamgevat in die agenda van die Korporatiewe Dienste gedateer 22 Februarie 2023, aanvaar word.*

**ISIGQIBO**

Sesokuba iingxelo eziqulathwe kwi agenda yeKomiti Yenkonzo zoLawulo yangomhla 22 kweyoMdumba 2023, zamkelwe.

11. **STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO**

11.1 **APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR FEBRUARY 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR FEBRUARIE 2023 / ABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KWEYOMDUMBA 2023**

*Refer Report dated 06 February 2023 from the Executive Manager Corporate Services (B Holtzhausen)/ Acting Human Resources Manager (C Scheepers) (pg 246-253)*

**RESOLVED**

That the information on the appointments, service exits and labour relations matters for February 2023, be noted.

**BESLUIT**

*Dat kennis geneem word van die aanstellings, uitdienstredings, gelyke indiensnemingspraktyke en arbeidsverhoudinge inligting vir Februarie 2023.*

**ISIGQIBO**

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga KweyoMdumba 2023 kuthathelwe inqgalelo.

11.2 **PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT/VORDERINGSVERSLAG INSAKE DIE GARDEN ROUTE STREEK AFVALBESTUUR FASILITEIT PROJEK /INGXELO MOKUSELE KWENZIWE KWINDAWO YOLAWULO LWENKUNKUMA YENGINGI YE GARDEN ROUTE**

*Refer Report dated 04 March 2023 from the Executive Manager Community Services (C Africa)/ District Waste Manager (J Gie)(pg 254-262)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council notes the progress made on the Garden Route Regional Waste Management Facility Project.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die vordering gemaak met die Garden Route Streek Afvalbestuur Fasiliteit.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga liqaphela inkqubela-phambili eyenziweyo kwiprojekthi yolawulo Lwenkunkuma yenGingqi yeGarden Route.

12. **REPORTS FROM THE SPEAKER / VERSLAE VANAF DIE SPEAKER / IMIBA EVELA KU SOMLOMO**

12.1 NONE / GEEN / AZIKHO

13. **REPORTS FROM THE EXECUTIVE MAYOR / VERSLAE VANAF DIE UITVOERENDE BURGEMEESTER / IMIBA EVELA KUSODOLOPHU**

13.1. **GARDEN ROUTE DISTRICT MUNICIPALITY DRAFT AMENDED 2022-2027 INTEGRATED DEVELOPMENT PLAN (IDP) / GARDEN ROUTE KONSEP GEWYSIGDE 2022-2027 GEÏNTEGREERDE ONTWIKKELINGSPLAN (GOP) / UYILO LWESICWANGCISO SENDIBANISELWANO YOPHUHLISO SOMASIPALA WESITHILI SE GARDEN ROUTE ESILUNGISIWEYO SIKA 2022/2027**

*Refer Report from the Executive Mayor (Ald M Booysen) / Executive Manager Planning and Economic Development (L Menze) (pg 263-484)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That Council approves the proposal to amend the 2022-2027 Integrated Development Plan.
- 5.2 That the Draft Amended Integrated Development Plan be published for a period of 21 days for public comments before final approval in May 2023.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad die voorstel om die 2022 – 2027 Geïntegreerde Ontwikkelingsplan te wysig, goedkeur.*
- 5.2 *Dat die Konsep Gewysigde Geïntegreerde Ontwikkelingsplan gepubliseer word vir 21 dae vir publieke insette voor finale goedkeuring in Mei 2023.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga liphumeze isiphakamiso sokulungiswa Isicwangciso Sendibaniselwano Yophuhliso sika 2022-2027.
- 5.2 Sesokuba uYilo Olu Lungisiweyo lweSicwangciso Sendibaniselwano Yophuhliso sipapashwe ixesha lentshuku ezingama 21 ukufumana izimzo zoluntu phambi kophunyezo lokugqibela kuCanzibe 2023.

13.2. **REPORT: DRAFT BUDGET 2023/2024 MTREF (MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK) / VERSLAG: KONSEP BEGROTING 2023/2024 MEDIUM TERMYN INKOMSTE EN UITGAWE RAAMWERK (MTIUR) / INGXELO: UYILO LOLWABIWO-MALI LUKA 2023/2024 MTREF (INGENISO YEXESHA ELIFUTSHANE KUNYE NENDLELA YENCITHO)**

*Refer Report from the Executive Mayor (Ald M Booysen) (pg 485-870)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council take the following resolutions:

- 1) That the draft annual budget of Garden Route District Municipality for the financial year 2023/24 as set out in the schedules contained in Section 4 and Annexure A be noted:
  - (i) Table A1 Consolidated Budget Summary;
  - (ii) Table A2 Consolidated Budget Financial Performance (by standard classification);
  - (iii) Table A3 Consolidated Budget Financial Performance (by municipal vote);
  - (iv) Table A4 Consolidated Budget Financial Performance (revenue and expenditure); and
  - (v) Table A5 Consolidated Budget Capital Expenditure (by municipal vote and funding source)
  - (vi) Table A6 Consolidated Budget Financial Position;
  - (vii) Table A7 Consolidated Budget Cash Flows
  - (viii) Table A8 Consolidated Cash backed reserves/ accumulated surplus
  - (ix) Table A9 Consolidated Asset Management
  - (x) Table A10 Consolidated basic service delivery measurement
- 2) That Council takes note of the Operating Revenue Budget of R 519,598,230.
- 3) That Council takes note of the Operating Expenditure budget of R 523,940,689.
- 4) That Council takes note of the Capital budget of R 157,500,075.
- 5) That Council takes note that R 193,150,004 operating income and expenditure as approved by Department of Public Transport for the Roads agency function has been included in the Total Operating budget as per recommendation 1 – 4.
- 6) That Council takes note of the tariffs for all services. (Annexure B)

7) That Council takes note of the amended budget related policies that have been reviewed and that have been amended, namely:

- SCM Policy (Annexure H)
- Preferential Procurement Policy (Annexure L)

8) That council takes note of the following policies that have been reviewed and remained unchanged, namely:

- Tariff Policy (Annexure C)
- Funding and Reserve Policy (Annexure G)
- Long-term Financial Management Policy (Annexure D)
- Borrowing Policy (Annexure K)
- Budget policy (Annexure E)
- Asset Management Policy (Annexure F)
- Credit Control and Debt Collection Policy and Bylaw (Annexure I)
- Banking, Cash Management and Investment Policy (Annexure J)
- Petty Cash Policy (Annexure M)
- Cost Containment Policy (Annexure M)

9) That Council takes note of the following Budget Circulars, namely:

- MFMA Circular No 122 (Annexure O)
- MFMA Circular No 123 (Annexure P)

### **BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad die volgende aanbevelings aanvaar:*

1. *Dat die Raad kennis neem van die meerjarige konsepbegroting vir Garden Route Distrik Munisipaliteit vir die finansiële jaar 2023/2024 soos uiteengesit in seksie 4 van die begrotingsverslag en Aanhangsel A:*

- (i) Tabel A1 Gekonsolideerde begrotings opsomming;*
- (ii) Tabel A2 Gekonsolideerde Begrotings Finansiële prestasie (volgens standard klassifikasie);*
- (iii) Tabel A3 Gekonsolideerde Begrotings Finansiële Prestasie (volgens munisipale segment);*

- (iv) *Tabel A4 Gekonsolideerde Begrotings Finansiële Prestasie (Inkomste en Uitgawes)*
  - (v) *Tabel A5 Gekonsolideerde Kapitale Begrotings uitgawes (volgens munisipale segment en befondsing bron)*
  - (vi) *Tabel A6 Gekonsolideerde Begroting Finansiële*
  - (vii) *Tabel A7 Gekonsolideerde Begroting Kontantvloei*
  - (viii) *Tabel A8 Gekonsolideerde kontant gerugsteunde reserwes/opgehoopde surplus*
  - (ix) *Tabel A9 Gekonsolideerde Bate Bestuur*
  - (x) *Tabel A10 Gekonsolideerde Basiese dienslewering bepaling*
2. *Dat die Raad kennis neem van die Bedryfsinkomste van R 519,598,230.*
  3. *Dat die Raad kennis neem van die Bedryfsuitgawes van R 523,940,689.*
  4. *Dat die Raad kennis neem van die Kapitale Begroting van R 157,500,075.*
  5. *Dat die Raad kennis neem dat R 193,150,004.00 bedryfsinkomste en bedryfsuitgawes van Departement van Publieke Vervoer vir die paaie agentskapsfunksie ingesluit is by die totale bedryfsbegroting soos per aanbeveling 1 – 4.*
  6. *Dat die Raad kennis neem van die tariewe vir alle dienste. (Aanhangsel B)*
  7. *Dat die Raad kennis neem van die aangepaste begrotingsverwante beleide wat hersien en verander is, naamlik:*
    - *Voorsienings Kanaal Beleid (Aanhangsel H)*
    - *Voorkeur Verkrygings Beleid (Aanhangsel L)*
  8. *Dat die Raad kennis neem dat die volgende beleide hersien is en geen veranderinge is aangebring nie, naamlik:*
    - *Tariewe Beleid (Aanhangsel C)*
    - *Opgehoopde fondse en reserwe beleid (Aanhangsel G)*
    - *Lenings Beleid (Aanhangsel K)*
    - *Langtermyn Finansiële Bestuurs Beleid (Aanhangsel D)*

- *Begrotings Beleid (Aanhangsel E)*
- *Bate Bestuurs Beleid (Aanhangsel F)*
- *Krediet Beheer en Skuld Invorderings Beleid (Aanhangsel I)*
- *Bank, Kontantbestuur en beleggings Beleid (Aanhangsel J)*
- *Kleinkas Beleid Regulasies (Aanhangsel M)*

9. *Dat die Raad kennis neem van die volgende begrotings omsendskrywes, naamlik:*

- *MFMA Omsendskrywe No 122 (Aanhangsel O)*
- *MFMA Omsendskrywe No 123 (Aanhangsel P)*

### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathe ezi zindululo zilandelayo:

- 1) Okokuba uyilo lolwabiwo-mali lonyaka loMasipala Wesithili se Garden Route kunyakamali ka 2022/23 njengoko ludandalazisiwe kuluhlu oluqulathwe kuMhlathi 4 nakwisiFakelo A luthathelwe ingqalelo:
  - (i) Table A1 Ushwankathelo Olulungelelanisiweyo Lolwabiwo-Mali
  - (ii) Table A2 Umsebenzi Woshwankathelo Olulungelelanisiweyo Lolwabiwo-Mali (ngokomgangatho wohlelo);
  - (iii) Table A3 Ulwabiwo-Mali Olulungelelwanisiweyo Lomsebenzi Wemali (ngokwevoti somasipala);
  - (iv) Table A4 Ulwabiwo-Mali Olulungelelanisiweyo Lomsebenzi Wezemali (ingeniso nencitho/ndleko); kunye
  - (v) Table A5 Ulungelelwaniwo Lolwabiwo-Mali Incitho/Ndleko Ezingundoqo (ngokwevoti yomasipala nangengeniso enguvimba)
  - (vi) Table A6 Ulungelelwaniwo-Lolwabiwo-Mali Isimo Sezemali
  - (vii) Table A7 Ulungelelwaniwo Lolwabiwo-Mali Ukuqukuqela Kwemali
  - (viii) Table A8 Ulungelelwaniwo Lwemali ebekwe elugcinweni/intsalelo ehlanganisiweyo
  - (ix) Table A9 Ulungelelwaniwo Lolwawulo Lwempahla
  - (x) Table A10 Ulungelelwaniwo lokuqwalaselwa dkoninezelo lwenkonzo ezingundoqo

- 2) Sesokuba iBhunga lithathele ingqalelo Ulwabiwo Malwi Lwengeniso Eqhubayo ye R 519,598,230.
- 3) Sesokuba iBhunga lithathele ingqalelo ulwabiwo mali lweNcitho Eqhubayo ye R 523,940,689.
- 4) Sesokuba iBhunga lithathele ingqalelo ulwabiwo-mali Oluyinkunzi lwe R 157,500,075.
- 5) Sesokuba iBhunga lithathele ingqalelo ukuba yi R 193,150,004.00 yengeniso eqhubayo kunye nencitho nephunyezwe liSebe Lezothutho Loluntu lomsebenzi wobu Arhente iye yabandakanywa/yaqukwa kulwabiwo-mali Oluphetheleyo Oluqhubayo ngokwesizindululo 1 – 4.
- 6) Sesokuba iBhunga lithathele ingqalelo amaxabiso azo zonke iinkonzo(Annexure B)
- 7) Sesokuba iBhunga lithathele ingqalelo ulungiswa ngokutsha kwemigaqo yolwabiwo-mali nethe yaqwalaselwa ngokutsha nethe yalungiswa neyile ilandelayo:
  - Tariff Policy (Annexure C)
  - Funding and Reserve Policy (Annexure G)
  - SCM Policy (Annexure H)
  - Borrowing Policy (Annexure K)
  - Preferential Procurement Policy (Annexure L)
- 8) Sesokuba iBhunga lithathele ingqalelo lemigaqo ilandelayo nethe yaqwalaselwa iye yahlala injalo ingenazinguqu, neyile migaqo ilandelayo:
  - Long term Financial Management Policy (Annexure D)
  - Budget policy (Annexure E)
  - Asset Management Policy (Annexure F)
  - Credit Control and Debt Collection Policy and Bylaw (Annexure I)

- Banking, Cash Management and Investment Policy (Annexure J)
- Petty Cash Policy (Annexure M)
- Cost Containment Policy (Annexure M)

9) Sesokuba iBhunga lithathele ingqalelo izanazinge Zolwabiwo-Mali ezilandelayo, neyizezi:

- MFMA Circular No 112 (Annexure O)
- MFMA Circular No 115 (Annexure P)

**14. REPORTS FROM THE OFFICE OF THE MUNICIPAL MANAGER / ITEMS VANAF DIE KANTOOR VAN DIE MUNISIPALE BESTUURDER / IMIBA EVELA KWI OFISI YOMPHATHI MASIPALA**

**14.1 DRAFT SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN OF 2023/2024 /VERSLAG – KONSEP DIENSLEWERING EN BEGROTING IMPLEMENTERINGSPLAN VAN 2023/2024 / INGXELO – UYILO LWESICWANGCISO SOKUNIKEZELWA KWEENKONZO NOKUMISELWA KWESICWANGCISO SOLWABIWO-MALI LUKA 2023/2024**

*Refer Report dated 14 March 2023 from the Municipal Manager (MG Stratu) / Manager Performance Management (IG Saaiman)(pg 871-877)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council takes note of the draft SDBIP for the 2023/2024 financial year.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die konsep Dienslewering en Begroting Implementeringsplan vir die 2023/2024 finansiële jaar.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathela ingqalelo uyilo lweSDBIP yonyaka-mali ka-2023/2024.

**15. REPORTS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI**

15.1

**DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 FEBRUARY 2023 TO 28 FEBRUARY 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 FEBRUARIE 2023 TO 28 FEBRUARIE 2023/ INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWENCITHO KWIXESHA LOMHLA 01 KWEYOMDUMBA 2023 UKUYA 28 KWEYOMDUMBA 2023**

*Refer Report dated 06 March 2023 from the Acting Executive Manager Financial Services (T Loliwe)(pg 888-895)*

**RESOLVED TO RECOMMEND TO COUNCIL**

3. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 February 2023 to 28 February 2023, be noted.
4. That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

3. *Dat die kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 Februarie 2023 tot 28 Februarie 2023.*
2. *Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, daar geen goedkeuring was van tenders wat toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

3. Sesokuba ukumiselwa kwecandelo 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 ngeyeMdumba 2023 ukuya 28 kweyoMdumba 2023, kuthathelwe ingqalelo.

4. Sesokuba kuthathelwe ingqalelo ngokwemimiselo yeCandelo 114 woMthetho Wolawulo Lwemali zoMasipala, uMthetho 56 wango 2003, akukhange kubekho ziniki maxabiso ezingandululwanga kwinkqubo eqhelekileyo yokumiselwa uMgawo Wolawulo Lwezencitho zomasipala.

15.2 **DEBT WRITE-OFF REPORT 2022/23: QUARTER 1-2 / SKULD AFSKRYWINGSVERSLAG 2022/23: KWARTAAL 1-2 - INGXELO YOKUCINYWA KWETYALA KU 2022/23: KWIKOTA 1-2**

*Refer Report dated 06 March 2023 from the Acting Executive Manager Financial Services (T Loliwe) (pg 896-*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Councils approves the write-off of debtors balances outstanding per category with a total of R 269 829.60 , of which R 236 692.86 was included in the debt impairment which totals for 2021/22, the actual financial implication for 2022/23 of R 33 136.74.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad goedkeuring verleen vir die afskrywing van debiteure met balanse uitstaande per kategorie met 'n totaal van R 269 829.60, waarvan R236 692.86 alreeds ingesluit was by die voorsiening vir slegte skulde van 2021/22, dus is die werklike finansiële implikasie vir 2022/23 R33 136.74.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga liphumeze ukucinywa kwamatyala angekahlawulwa ngokoluhlu lwawo nafikelela kwi R 269 829.60 nekuquka I R236 692.86 nethe yanciphisa ityala nelifikelela kuchaphazeleko lwezemali kunyaka mali ka 2022/23 lwemali eli R33 136.74.

15.3 **MID-YEAR ADJUSTMENTS BUDGET FOR THE 2022/23 FINANCIAL YEAR. / HALF JAARLIKSE AANGEPASTE BEGROTING VIR DIE 2022/23 FINANSIËLE JAAR**

*Refer Report dated 20 March 2023 from the Acting Executive Manager Financial Services (T Loliwe)(pg 904-911)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council takes note of the Adjustment Budget Assessment Report received from the Provincial Treasury.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die Aangepaste Begrotings Asseseringsverslag soos ontvang vanaf Provinsiale Tesourie.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo Ingxelo Yoqwalaselo Lolwabiwo-Mali Olulungisiweyo evela kuNondyebo wePhondo.

16. **REPORTS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO**

16.1 **REPORT ON ORGANISATIONAL STRUCTURE AMENDMENTS OF FINANCIAL-SERVICES DEPARTMENT / VERSLAG RAKENDE ORGANISASIE STRUKTUUR WYSIGINGS VAN FINANSIËLE DIENSTE DEPARTEMENT / INGXELO NGOLUNGISO LWESIMO SOLAWULO LWESEBE LENKONZO ZEMALI**

*Refer Report dated 17 January 2023 from the Executive Manager Corporate Services (B Holtzhausen) / Acting Human Resources Manager (C Scheepers)(pg 912-915)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That the amendments on the Financial Services Department Structure, be noted and approved for implementation with effect from 1 February 2023:

- That the 1 x Manager: Financial Support post reporting line change from the Executive Manager: Roads and Planning Services to the Executive Manager: Financial Services in the Financial Services Department;

- That the 1 x Clerk: Financial Support reporting line change from the Manager: Financial Support to the Chief Accountant: Procurement & Stores in the Financial Services Department;
- That the 1 x new position of Clerk: Financial Support reporting line change from the Manager: Financial Support to the Chief Accountant: Procurement & Stores in the Financial Services Department and that the Clerk designation be changed to Clerk: Procurement & Stores.

### **BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat kennis geneem word van die struktuur wysigings van die Finansiële Dienste Departement vir goedkeuring en implementering met ingang vanaf 1 Februarie 2023.*

- *Dat die rapporteringslyn van die 1 x Bestuurder: Finansiële Ondersteuning gewysig word vanaf die Uitvoerende Bestuurder: Paaie en Publieke Vervoer na die Uitvoerende Bestuurder: Finansiële Dienste in die Finansiële Dienste Departement;*
- *Dat die rapporteringslyn van die 1 x Klerk: Finansies gewysig word vanaf die Bestuurder: Finansiële Ondersteuning na die Hoof Rekenmeester: Aankope en Store;*
- *Dat die rapporteringslyn van die 1 x nuwe pos, Klerk: Finansies gewysig word vanaf die Bestuurder: Finansiële Ondersteuning na die Hoof Rekenmeester: Aankope en Store en die Klerk posbenaming gewysig word na Klerk: Aankope en Store.*

### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba izilungiso kuBume beSebe leeNkonzo zeZimali, ziqatshelwe kwaye zamkelwe ukuba ziphunyezwe ukususela ngomhla 01 kweyoMdumba 2023:

- sesokuba isithuba esi-1 uMphathi: weNkxaso yezeZemali sitshintshe umgca wokunika ingxelo ukusuka kuMphathi oLawulayo: liNkonzo zeNdlala noCwangciso ukuya kuMphathi oLawulayo: liNkonzo zeZemali kwiSebe leeNkonzo zeZimali;

- sesokuba isithuba esi-1 x UMabhalana: Inkxaso Yezemali sitshintshe ukusuka kuMphathi: Inkxaso yezeMali ukuya kuMcwangcisi-mali oyiNtloko: UkuThenga nokuGcina kwiSebe leeNkonzo zeZemali;
- sesokuba isithuba esi-1 esitsha sikaMabhalane: iNkxaso yezeMali sitshintshe umgca wokunika ingxelo ukusuka kuManejala weNkxaso yezeMali ukuya kuMcwangcisi-mali oyiNtloko: iNtengo & Nezokugcina kwiSebe leeNkonzo zeZimali kunye nokuba igama likaMabhalane litshintshwe libe nguMabhalane: iProcurement & Stores.

16.2 **GARDEN ROUTE SKILLS MECCA PROGRESS REPORT FOR QUARTER - MARCH 2023 /GARDEN ROUTE SKILLS MECCA VORDERINGSVERSLAG VIR KWARTAAL - MAART 2023/ INGXELO YEKOTA YENKQUBO YE GARDEN ROUTE SKILLS MECCA – KWEYOKWINDLA 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen ) (pg 916-926)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council approves the quarterly progress report on the Garden Route Skills Mecca for the quarter ending March 2023.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad die kwartaalverslag rakende die Garden Route Skills Mecca goedkeur vir die kwartaal wat eindig Maart 2023.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga liphumeze ingxelo yenkqubela yekota kwiGarden Route Skills Mecca kwikota ephela kweyoKwindla 2023.

16.3 **EFFECTIVE STAFF UTILISATION QUARTERLY PROGRESS REPORT FOR MARCH 2023 / VORDERINGVERSLAG OP EFFEKTIEWE PERSONEEL AANWENDING VIR KWARTAAL MAART 2023 / INGXELO YEKOTA NGOKUSETYENZISWA NGOKUFANELEKILEYO KWABASEBENZI KWINYANGA YOKWINDLA 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 927-939)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council approves the report on progress with the implementation of the Effective Staff Utilisation Policy for March 2023.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad die vordering met die implementering van die Effektiewe Personeelaanwendingsbeleid vir Maart 2023, goedkeur.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga liphumeze ingxelo ngenkqubela-phambili yokuphunyezwa koMgaqo-Nkqubo Wokusetyenziswa Kwabasebenzi Ngokufanelekileyo kweyoKwindla 2023.

16.4 **EXTENSION OF THE SYNOPSIS SOLUTIONS STRATEGIES CC CONTRACT /  
VERLENGING VAN DIE SYNOPSIS SOLUTIONS STRATEGIES CC KONTRAK /  
UKANDISWA KWESIVUMELWANO SOBUCHULE SE CC SYNOPSIS SOLUTIONS**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 940-983)*

**RESOLVED TO RECOMMEND TO COUNCIL**

1. That Council takes note of the contents of the report.
2. That Council approves the extension of Synopsis Solutions Strategies CC contract for a period of eighteen (18) months from 1 April 2023 until the end of September 2024.
3. That the local community is given notice of the intention to extend the Synopsis Solutions Strategies CC contract as determined by Section 116 of the Municipal Finance Act 56 of 2003.
4. That the local community is invited to submit representations to the municipality on the matter.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

3. *Dat die Raad kennis neem van die inhoud van die verslag.*
4. *Dat die Raad die verlenging van die huidige kontrak van Synopsis Strategies CC vanaf 1 April 2023 tot die einde van September 2024, goedkeur.*

5. *Dat die plaaslike gemeenskap in kennis gestel word rakende die voorneme om Synapsis Solutions Strategies CC kontrak te verleng soos bepaal deur Artikel 116 van die Wet op Munisipale Finansiële Bestuur 56 van 2003.*
6. *Dat die plaaslike gemeenskap uitgenooi word om verhoë rakende die aangeleentheid by die munisipaliteit in te dien.*

#### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

1. Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.
2. Sesokuba iBhunga liphumeze ukwandiswa kwesivumelwano se Synapsis Solutions Strategies CC ixesha elingange nyanga ezilihumi elinesibhozo(18) ukususela ngomhla 1 kuTshazimpuzi 2023 ukuya ekupheleni kwenyanga yoMsintsi 2024.
3. Sesokuba uluntu lwasekuhlaleni luyaziswa ngenjongo zokwandiso kwesivumelwano nabakwa Synapsis Solutions Strategies CC njengoko kufunwa liCandelo 116 loMthetho Wemali zoMasipala umthetho 56 wango 2003.
4. Sesokuba uluntu lwasekuhlaleni lucelwe ukuba lunikezele abameli kumasipala ngalomba.

#### **17. REPORTS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU**

17.1 NONE / GEEN / AZIKHO

**18. REPORTS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT /  
ITEMS VANAF DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA  
YESEBE LENKONZO ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO**

18.1 NONE / GEEN / AZIKHO

**19. REPORTS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT /  
ITEMS VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA  
YESEBE LEZOCWANGCISO KUNYE NOPHUHLISO LOQOQOSHO**

**19.1 QUARTERLY REPORT (2) – DETAILED IMPLEMENTATION OF THE GRDM'S AFFORDABLE  
HOUSING PROGRAMMES & PROJECTS (SH/FLISP/GAP INITIATIVES) / KWARTAALV  
ERSLAG (2) – GEDETAILLEERDE IMPLEMENTERING VAN DIE GRDM SE BEKOSTIGBARE  
BEHUISINGS PROGRAM & PROJEKTE (SH/FLISP/GAP-INISIATIEWE) / INGXELO  
NGEKOTA (2) – INGCACISO YOKUMISELWA KWEENKUBO KUNYE NEPROJEKTHI  
YEZINDLU EZIFIKELELEKAYO ZE-GRDM (AMHULO E SH/FLISP/GAP)**

*Refer Report from the Executive Manager Planning and Development Services (L Menze)/ Manager Human Settlements (J Mkunqwana) (pg 984-1014)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That Council take note of the status of the GRDM' Affordable Housing programmes and projects.
- 5.2 That Council consider the related status of the GRDM's Affordable Housing Programmes and Projects which now constitute the second cycle of Quarterly reports.
- 5.3. That Council takes note that this is in line with formal reporting of Top Layer (59) Annual Performance requirements with the next 3<sup>rd</sup> Quarterly Update Report to be submitted during May 2023.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad kennis neem van die status van die GRDM se programme en projekte vir bekostigbare behuising.*

- 5.2 *Dat die Raad die verwante status van die GRDM se bekostigbare behuisingsprogramme en -projekte, wat nou die tweede siklus van kwartaallike verslae uitmaak, oorweeg.*
- 5.3. *Dat die Raad kennis neem dat dit in ooreenstemming is met die formele verslagdoening van Toplaag (59) Jaarlike Prestasievereistes met die volgende 3de kwartaallike opdateringsverslag wat gedurende Mei 2023 ingedien moet word.*

### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga lithathele ingqalelo ubume benkqubo zeZindlu ezifikelekayo kunye neeprojekthi ze GRDM.
- 5.2 Sesokuba iBhunga lithathele ingqalelo lize liqaphele imeko enxulumeneyo yeeNkqubo neeProjekthi zeZindlu eziZifikelekayo ze-GRDM's ngoku ezenza umjikelo wesibini weengxelo zeKota.
- 5.3. Sesokuba iBhunga liqaphele ukuba oku kuhambelana nengxelo esesikweni yoLuhlu oluPhezulu (59) lweemfuno zoMsebenzi zoNyaka kunye neNgxelo yoHlaziyo lweKota elandelayo yesi-3 eza kungeniswa ngoCanzibe 2023.

### **19.2 QUARTERLY REPORT (2) – DETAILED ANALYSIS ON THE DRAFT GRDM TOWN PLANNING STRATEGIC ELEMENTS AS WELL AS PROGRESSIVE ACQUISITION OF PUBLIC /PRIVATE LAND FOR HOUSING / INGXELO YEKOYA(2)- UHLALUTYO OLUNGQALIILEYO LOYILO LWESICWANGCISO SE GRDM LWEDOLOPHU IMIPHUMELA YOCWANGCISO KUNYE NOKUFUMANA OKUQHUBEKAYO KURHULUMENTE**

*Refer Report from the Executive Manager Planning and Development Services (L Menze)/ Manager Human Settlements (J Mkunqwana) (pg 1015-1050)*

### **RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That Council takes note of the second Quarterly Report on a proposed GRDM Town planning Framework for use of targeted Municipal and

State Properties towards meeting of its long-term affordable development requirements.

- 5.2 That Council takes note that none of the properties linked to a previous Land Audit exercise undertaken by the GRDM on 24 January 2018 based on the listing of all its properties are conducive for required development of affordable housing opportunities since these are outside approved Gazetted Restructuring Zones and Priority Human Settlements Housing Development Areas (PHSHDAs) as required by the JDMA/DDM and One Plan objectives and eventuality.
- 5.3 That Council takes note that the targeted formally submitted State properties best represent an opportunity to acquire and leverage these for long-term development relative to the affordable housing commitments of the GRDM.
- 5.4 That Council takes note that when successfully acquired from the State and subsequent feasibility studies undertaken, these properties will subsequently be handed over to the GRDM' social housing partner, Own Haven Housing Company as well as other entities procured through the GRDM's SCM and competitive Bid processes for development and long-term management for social housing rental purposes.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*5.1 Dat die Raad neem kennis van die tweede Kwartaallikse Verslag rakende die voorgestelde GRDM Stadsbeplanningsraamwerk vir die gebruik van geteikende Munisipale en Staatseiendomme om aan die langtermyn bekostigbare ontwikkelingsvereistes, te voldoen.*

- 5.2 *Dat die Raad neem kennis dat geen van die eiendomme wat gekoppel is aan 'n vorige Grondoudit-oefening wat deur GRDM op 24 Januarie 2018 onderneem is op grond van die lys van al sy eiendomme bevorderlik is vir die vereiste ontwikkeling van bekostigbare behuisingsgeleenthede nie aangesien dit buite goedgekeurde Staatskoerant-herstruktureringsones is, en dat die Prioriteit Menslike Nedersettings Behuisingsontwikkelingsgebiede (PHSHDA's) soos vereis deur die JDMA/DDM en Eenplan doelwitte en gebeurlikheid.*
- 5.3 *Dat die Raad neem kennis dat die geteikende formeel ingediende staatseiendomme die beste 'n geleentheid verteenwoordig om dit te bekom en te benut vir langtermynontwikkeling relatief tot die bekostigbare behuisingsverbintenisse van die GRDM.*
- 5.4 *Dat die Raad neem kennis dat, wanneer dit suksesvol van die Staat verkry word en daaropvolgende uitvoerbaarheidstudies onderneem word, hierdie eiendomme daarna oorhandig sal word aan die GRDM se maatskaplikebehuisingsvennoot, Own Haven Housing Company asook ander entiteite wat deur die GRDM se SCM en mededingende Bod verkry is. prosesse vir ontwikkeling en langtermynbestuur vir maatskaplike behuisingshuurdoeleindes.*

#### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba kuthathelwe ingqalelo kwiNgxelo yeKota yesibini ngeSikhokelo socwangciso seDolophu ye-GRDM ecetywayo ukuze kusetyenziswe iiMihlaba kaMasipala kunye neeMihlaba yoMbuso ekujoliswe kuyo ukuze kuhlangatyezwane neemfuno zophuhliso olufikelelekayo lwexesha elide.

- 5.2 Sesokuba kuthathelwe ingqalelo ukuba akukho miHlaba enxulunyaniswa nomsebenzi woPhicotho-zincwadi lwangaphambili olwenziwa yi-GRDM ngomhla wama-24 kweyoMqungu 2018 ngokusekwe kuluhlu lwayo yonke iimihlaba yayo elungele uphuhliso olufunekayo lwamathuba ezindlu ezifikelelekayo njengoko ezi zingaphandle kweZowuni eziVunyiweyo zoLungiselelo lweGazethi kunye. liNdawo eziPhambili zoPhuhliso lweZindlu zokuHlaliswa koLuntu (PHSHDAs) njengoko kufunwa yi-JDMA/DDM kunye neenjongo zeSicwangciso esiNye kunye nekamva.
- 5.3 Sesokuba kuthathelwe ingqalelo ukuba imihlaba echongiweyo efakwe ngokusesikweni kaRhulumente imele ithuba lokufumana nokusebenzisa ezi zinto kuphuhliso lwexesha elide ngokunxulumene nezibophelelo zezindlu ezifikelelekayo ze-GRDM.
- 5.4 Xa zifunyenwe ngempumelelo kuRhulumente kunye nophononongo lokunokwenzeka oluthe lwenziwa, ezi zakhiwo ziya kuthi emva koko zinikezelwe kwiqabane lezindlu zezentlalo lika-GRDM, i-Own Haven Housing Company kwakunye namanye amaqumrhu athengwe nge-SCM ye-GRDM kunye neenkqubo zokhuphiswano lweBid zophuhliso kunye nexesha elide. -ulawulo lwexesha ngeenjongo zokurentisa kwizindlu zokuhlala.

**I. NOTICE OF URGENT MOTIONS / KENNISGEWING VAN DRIGENDE MOSIES / ISAZISO SEZIPHAKAMISO**

I.1 None / Geen / Azikho

**J. NOTICES OF MOTIONS / KENNISGEWING VAN MOSIES / ISAZISO SEZIPHAKAMISO**

J.1 None / Geen / Azikho

**K. IN CLOSED SESSION / IN GESLOTE SESSIE / KWI-SASHONI YASEKHUSINI**

K.1 None / Geen / Azikho

**CLOSURE / SLUITING / UQUKUNJELO**

The meeting closed at 08:46 / *Die vergadering sluit om 08:46* / Intlanganiso ivalwe nge 08:46.

.....

**EXECUTIVE MAYOR**

**ALD M BOOYSEN**

**BACK TO AGENDA**

DISTRICT COUNCIL

26 JULY 2023

**1. PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT/VORDERINGSVERSLAG INSAKE DIE GARDEN ROUTE STREEK AFVALBESTUUR FASILITEIT PROJEK /INGXELO NGOOKUSELE KWENZIWE KWINDOWO YOLAWULO LWENKUNKUMA YENGINGI YE GARDEN ROUTE**

17 July 2023

**REPORT FROM EXECUTIVE MANAGER: COMMUNITY SERVICES (C. AFRICA) /  
MANAGER: DISTRICT WASTE MANAGEMENT (J. GIE)**

17/5/1/1

**2 PURPOSE**

The purpose of the report is for Council to note the progress made on the Garden Route Regional Waste Management Facility Project.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Tefla Group (Pty) Ltd (TEFLA) was appointed as the contractor for the construction of the Regional Waste Management Facility and associated infrastructure. The Service Level Agreement (SLA) between GRDM and TEFLA was signed on 17 April 2023. Following the increase in construction costs since the closure of the tender in October 2022, an Addendum to the SLA with TEFLA was finalised and undersigned by the Municipal Manager on 15 June 2023 for a contract value of R319 987 349.96 (including 5% Contingency, 8% Escalation and 15% VAT).

A Site Handover meeting took place on 13 June 2023. Site establishment was to proceed over the three weeks following the site handover meeting, but there has however been little progress in this regard. The first site meeting is

scheduled for 20 July 2023, where the reasons for the delays and corrective measures will be determined.

The Debt Agreement with Standard Bank was signed on 03 July 2023 for a loan amount of R278 249 907.00 for the construction of the Regional Waste Management Facility. A condition of the Debt agreement is that Service Level Agreements between GRDM and each of the participating local municipalities are undertaken. This is scheduled to be finalised by August 2023.

The Operations & Maintenance tender specifications has been compiled and is being finalised. The procurement process for the appointment of a service provider will run concurrently with the construction of the facility. A Bid Specifications Committee meeting is scheduled to take place in due course.

The public participation process in accordance with Section 116 of the MFMA for the amendment to the Zutari (Pty) Ltd contract has been concluded, and no comments were received. Subsequently, the addendum to the SLA is now in progress.

The estimated project timeline is summarised as follows:

<b>Description</b>	<b>Due Date</b>
Construction Tender Closure ( <i>concluded</i> )	25 October 2022
Finalisation of Debt Agreement ( <i>concluded</i> )	July 2023
Contractor on Site	July 2023
Completion of Phase 1	February 2024
Estimated completion of project	March 2025
Operations & Maintenance Tender Award	September 2023

## **5. RECOMMENDATION**

That Council notes the contents of the report.

### **AANBEVELING**

*Dat die Raad kennis neem van die inhoud van die verslag.*

## ISINDULULO

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

### 6. **DISCUSSION / CONTENTS**

#### 6.1 **Background**

The Regional Waste Management Facility will contain a domestic waste cell (Class B) and a separate hazardous waste cell (Class A) to accommodate hazardous waste with low and medium hazard ratings. Other infrastructure includes roads, stormwater pipelines, leachate storage dam, contaminated stormwater dam, offices, laboratory, weighbridges, a workshop, and security infrastructure. Provision has also been made to accommodate a waste tyre recycling facility by means of a 3-hectare portion of land for long term lease to the Waste Bureau. The Domestic Waste Cell 1, as well as the Hazardous Waste Cell, will both have a lifespan of 20 – 25 years.

#### 6.2 **Discussion**

Tefla Group (Pty) Ltd (TEFLA) was appointed as the contractor for the construction of the Regional Waste Management Facility and associated infrastructure. The Service Level Agreement (SLA) between GRDM and TEFLA was signed on 17 April 2023. Following the increase in construction costs since the closure of the tender in October 2022, an Addendum to the SLA with TEFLA was finalised and undersigned by the Municipal Manager on 15 June 2023 for a contract value of R319 987 349.96 (including 5% Contingency, 8% Escalation and 15% VAT).

The commencement of site establishment and construction was pending the issuance of the Construction Work Permit which was to be obtained from the Department of Employment and Labour. The application for the Construction Work Permit was submitted on 26 May 2023. This process generally takes approximately 30 days for approval however, the construction work permit was issued to GRDM on 08 June 2023. Subsequently, the Inaugural Site Meeting and Commencement of Works was held on 13 June 2023, where the official site handover to TEFLA took place.

Site establishment was to proceed over the three weeks following the site handover meeting, but there has however been little progress in this regard. To date a surveyor has been on site to verify the benchmarks and boundaries as per the design drawings submitted to TEFLA. There has been inspections of the existing farmhouse on the site, which has been vandalised and stripped over the years, and which will be refurbished to be utilised as the site office. The first site meeting is scheduled for 20 July 2023, where the reasons for the delays and corrective measures will be determined.

Approval has been obtained from PetroSA to commence with the construction of the access road on the servitude through their property. The servitude will be utilised as a temporary construction access road to transport plant, equipment, and materials onto the site concurrently with the construction of the permanent 1,8km access road, which is one of the minimum requirements to commence with waste disposal by the participating municipalities.

In April 2023, TEFLA have requested an extension for the submission of the sub-contractors as a need has been identified for a wider consultation process with local stakeholders regarding the 30% local sub-contracting requirement and intends to hold public briefings in this regard. To date, TEFLA has not held any public briefings in this regard and the appointment of local sub-contractors has still not taken place. The delay in the appointment of sub-contractors is also to be resolved at the first site meeting scheduled for 20 July 2023.

The Debt Agreement with Standard Bank was signed on 03 July 2023 for a loan amount of R278 249 907.00 for the construction of the Regional Waste Management Facility. A condition of the Debt agreement is that Service Level Agreements between GRDM and each of the participating local municipalities are undertaken. The required MFMA Section 33 processes for the SLAs has been concluded in Bitou, George and Mossel Bay Municipalities. The closing date for comments for Knysna Municipality will close on 21 July 2023. The SLA has been approved by the Bitou Municipal Council, will serve before the Mossel Bay and Knysna Municipal Councils in July 2023, and before the George Municipal Council in August 2023.

The Operations & Maintenance tender specifications has been compiled and is being finalised. The procurement process for the appointment of a service provider will run concurrently with the construction of the facility. A Bid Specifications Committee meeting is scheduled to take place in due course.

The public participation process in accordance with Section 116 of the MFMA for the amendment to the Zutari (Pty) Ltd contract has been concluded, and no comments were received. Subsequently, the addendum to the SLA is now in progress.

The estimated project timeline is summarised as follows:

<b>Description</b>	<b>Due Date</b>
Construction Tender Closure ( <i>concluded</i> )	25 October 2022
Finalisation of Debt Agreement ( <i>concluded</i> )	July 2023
Contractor on Site	July 2023
Completion of Phase 1	February 2024
Estimated completion of project	March 2025
Operations & Maintenance Tender Award	September 2023

Phase 1 of the construction which includes establishment, access roads, Cell 1A, weighbridges, leachate dam and buildings, is scheduled to be concluded by February 2024. The abovementioned infrastructure is the minimum requirements to commence with the disposal of domestic waste.

A date in November 2023 for a hearing regarding the notice of setdown motion that was served on the GRDM by Envitech Solutions (Pty) Ltd (Envitech), objecting to the appointment of the Consulting Engineers, Zutari (Pty) Ltd, is still to be determined.

### **6.3 Financial Implications**

The provisional cost for the construction and professional fees of the Regional Waste Management Facility has been revised based on the increase cost. The estimated revised project cashflow as received from Zutari on 23 May 2023 is as follows:

Financial year 2021/22	R 3 346 893.00
Financial year 2022/23	R 9 562 856.00
Financial year 2023/24	R 145 938 003.00
Financial year 2024/25	R 129 974 099.00
Total	R 288 821 851.00 (Excl. VAT)

An accurate annual cost recovering tariff can only be determined on conclusion of the loan tender, construction tender and operations & maintenance tender, respectively.

#### **6.4 Legal Implications**

The notice of setdown motion served on the GRDM by Envitech Solutions (Pty) Ltd (Envitech), objecting to the appointment of the Consulting Engineers, Zutari (Pty) Ltd. The matter was enrolled for hearing at the High Court and placed on the roll for 06 March 2023. This has however been postponed and a new date in November 2023 is to be communicated.

A prerequisite of the Debt Agreement with Standard Bank is that Service Level Agreements between GRDM and each of the participating municipalities is undertaken. The full access to the loan funding for the construction of the facility is pending the finalisation of the Service Level Agreements.

#### **6.5 Staff Implications**

None

#### **6.6 Previous / Relevant Council Resolutions:**

Council Item pertaining to the Garden Route Regional Waste Management Facility that served before Council on 09 June 2023.

#### **6.7 Risk Implications**

Imminent environmental and health disaster in the Garden Route District if the Regional Waste Management Facility is not established soon.

The loan funding to be secured by GRDM will be funded through billing the participating B-Municipalities. If the participating B-Municipalities are not able to pay, or payments are delayed, it will directly impact GRDM's ability to repay the loan.

## **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

### **6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

### **6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

### **6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

### **6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted

**BACK TO AGENDA**

1. **APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR MAY AND JUNE 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR MEI EN JUNIE 2023 / INGXELO NGABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KWINYANGA EYOKWINDLA NEKA UTSHAZ'IIMPUZI 2023**

(9/3/1)

**REPORT FROM THE EXECUTIVE MANAGER: CORPORATE SERVICES (B HOLTZHAUSEN) ACTING MANAGER: HUMAN RESOURCES (L SHOTO)**

## 2 **PURPOSE**

To report on the appointments, service exits and labour relations matters for May and June 2023.

## 3. **DELEGATED AUTHORITY**

Council

## 4. **EXECUTIVE SUMMARY**

The purpose of the report is to provide a summary of permanent and contract appointments, how the appointments promote employment equity objectives, number of terminations and an overview of related labor matters for the period May and June 2023.

## 5. **RECOMMENDATION**

That the information on the appointments, service exits and labour relations matters for May and June 2023, be noted.

## **AANBEVELING**

*Dat kennis geneem word van die aanstellings, uitdienstredings, gelyke indiensnemingspraktyke en arbeidsverhoudinge inligting vir Mei en Junie 2023.*

## ISINDULULO

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga eyokwinldla neka uTshaz'iimpuzi 2023 kuthathelwe inqgalelo.

### 6.1 Background

The Human Resource Department is responsible for the management of discipline and other labour related issues in the organization. One of the responsibilities of the department includes the appointment of employees and service exits in the organization. This report will therefore, focus on the following:

#### **APPOINTMENTS & EMPLOYMENT EQUITY: MAY 2023**

NR	DEPARTMENT	DESIGNATION	STATION	FUNDED/ UNFUNDED	RACE & GENDER	EMPLOYMENT CATEGORY
1	ROADS & TRANSPORT PLANNING SERVICES	GENERAL ASSISTANT	GEORGE	FUNDED	A/F	Elementary

#### **SERVICE EXITS & EMPLOYMENT EQUITY: MAY 2023**

NR	DEPARTMENT	DESIGNATION	STATION	RACE & GENDER	REASON	EMPLOYMENT CATEGORY
1	COMMUNITY SERVICES	OFFICE ASSISTANT	OUDTSHOORN	C/F	RETIRED	Elementary
2	ROADS & TRANSPORT PLANNING SERVICES	GENERAL ATTENDANT	RIVERSDALE	C/F	DISMISSED	Elementary

#### **APPOINTMENTS & EMPLOYMENT EQUITY: JUNE 2023**

NR	DEPARTMENT	DESIGNATION	STATION	FUNDED/ UNFUNDED	RACE & GENDER	EMPLOYMENT CATEGORY
1	None					

#### **SERVICE EXITS & EMPLOYMENT EQUITY: JUNE 2023**

NR	DEPARTMENT	DESIGNATION	STATION	RACE & GENDER	REASON	EMPLOYMENT CATEGORY
1	ROADS & TRANSPORT PLANNING SERVICES	SUPERVISOR	RIVERSDALE	W/F	DISMISSED	Service & Sales
2	ROADS & TRANSPORT PLANNING SERVICES	GENERAL ATTENDANT	VAN WYKSDORP	C/M	RETIRED	Elementary
3	ROADS & TRANSPORT PLANNING SERVICES	GENERAL ATTENDANT	VAN WYKSDORP	C/M	RETIRED	Elementary

**LABOUR RELATIONS JULY 2023**

		DISCIPLINARY HEARINGS				
NO	DEPART	DATE	PERSAL NUMBER	NATURE OF DISCIPLINARY HEARING	PROGRESS MADE	OUTCOMES
1.	Planning & Economic Developme nt	26 Jan 2023	1501	Theft	In Process	<b>Previous chairperson withdrawn, new chairperson appointed, hearing scheduled for 27 July 2023.</b>
2.	Planning & Economic Developme nt	26 Jan 2023	1503	Theft	In process	<b>Previous chairperson withdrawn, new chairperson appointed, hearing scheduled for 27 July 2023.</b>
3.	Planning & Economic Developme nt	26 Jan 2023	1153	Theft	In Process	<b>Previous chairperson withdrawn, new chairperson appointed, hearing scheduled for 27 July 2023.</b>
4	Roads Department	15 Feb 2023	1234	Damage to council property	Finalised	<b>The parties enter into plea/settlement agreement, valid for 12 months. Finalised.</b>
5.	Roads Department	27 Feb 2023	0971	Fraud	In Process	<b>Hearing commenced on 05 July 2023, jurisdictional issues were raised by the union and further clarification was requested from chairperson. Employer</b>

						representative to submit responses before 17 July 2023.
6.	Roads	11 April 2023	1446	Absence without leave	Finalised	Employee resigend. Finalised
7.	Roads	12 April 2023	12 April 2023	Sexual Harassment	In Process	Disciplinary process commenced on 10 July 2023 and will resume on 02/03 Aug 2023.
8.	Roads	12 April 2023	12 April 2023	Sexual Harassment	In Process	Disciplinary process commenced on 10 July 2023 and will resume on 02/03 Aug 2023.
INFORMAL DISCIPLINARY HEARING						

N O	DEPARTME NT	DATE	PERSAL NUMBER	NATURE OF DISCIPLINARY HEARING	PROGRESS MADE	OUTCOMES
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GRIEVANCES						
NO	DEPART	DATE	PERSAL NUMBER	NATURE OF GRIEVANCE	PROGRESS MADE	OUTCOMES
1.	Roads Department	15 Sept 2022	Collect ive grievance	Unfair treatment (PPE & Mentorship)	In Process	Partially resolved 2023, whilst discussions still continues.
2.	Roads Department	28 Nov 2022.	0530	Unfair Labour Treatment	Finalised	Grievance finalized.
3.	Community services	08 Feb 2023	1308	Unfair discrimination	In Process	Awaits outcome of step 3 before 21 July 2023.
4.	Community Service	10 February 2023	55287	Unfair discrimination	Finalised	Grievance finalized.

5.	Community Service	16 February 2023	1284	Unfair discrimination	In Process	<b>Awaits outcome of step 3 before 21 July 2023.</b>
6.	Community Service	17 Feb 2023	1298	Unfair discrimination	In Process	<b>Awaits outcome of step 3 before 21 July 2023.</b>
7.	Roads	31 March 2023	0384	Unfair labour Practice	In Process	<b>Hearing scheduled for 18 July 2023.</b>
8.	Roads	12 April	Collective grievance	Unfair treatment	In Process	<b>Partially resolved 2023, whilst discussions still continues.</b>

INCAPACITY INVESTIGATIONS						
NO	DEPART	DATE	PERSAL NUMBER	NATURE OF INCAPACITY	PROGRESS MADE	OUTCOMES
2	Roads Department	18 January 2023	0530	Knee Replacement	Finalised	<b>Employee to be accommodated in a alternative capacity.</b>
3.	Roads Department	23 January 2023	1085	Shoulder Problem	In Process	<b>Awaits outcome of OT (Occupational Therapist) report</b>

DISPUTES						
N O	DEPART	DATE	PER SAL NUMBER	NATURE OF DISPUTES	PROGRESS MADE	OUTCOMES
1.	Community Services	14 March 2023.	1337	Unfair Labour Practice	In Process	<b>Arbitration continues on 02 Aug 2023.</b>
2	External	11 Dec 2022		Unfair Labour Practice	In Process	<b>Commissioner rules in favor of applicants.</b>

**CONTRACT APPOINMENTS**

<b>NR</b>	<b>EMP NR</b>	<b>SURNAME &amp; INIT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>	<b>PLACE</b>	<b>START</b>	<b>END</b>	<b>G</b>	<b>GROUP</b>
1	55625	APPELS LSC	WORKER	ROADS	GEORGE	02/05/23	31/08/23	F	COLOURED
2	55640	MEYER AM	LEARNER FIRE FIGHTER	COMM	LADISMITH	01/05/23	30/06/23	M	COLOURED
3	55641	SAAIMAN L	LEARNER FIRE FIGHTER	COMM	LADISMITH	01/05/23	30/06/23	M	COLOURED
4	55642	NELANI M	LEARNER FIRE FIGHTER	COMM	GEORGE	01/05/23	30/06/23	M	AFRICAN
5	55643	OLIVIER J	LEARNER FIRE FIGHTER	COMM	GEORGE	01/05/23	30/06/23	M	COLOURED
6	55644	BALRAM J	LEARNER FIRE FIGHTER	COMM	GEORGE	01/05/23	30/06/23	F	INDIAN
7	55645	VAN WYK G	WORKER	ROADS	GWAIING	09/05/23	30/06/23	F	COLOURED
8	55649	BOBOTYANA M	WORKER	ROADS-MAINTENANCE	GEORGE	08/05/23	31/07/23	M	AFRICAN
9	55650	MFUNDISI MM	WORKER	ROADS-MAINTENANCE	GEORGE	08/05/23	31/07/23	M	AFRICAN
10	55651	WESSELS HJ	ARTISAN	ROADS	RIVERSDALE	15/05/23	31/07/23	M	COLOURED
11	55652	KLAAS K	ADMIN ASSIST.	DED & TOURISM	GEORGE	02/05/23	30/06/23	F	AFRICAN
12	55661	CLASSENS A	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	COLOURED

13	55662	MAYEDWA BK	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	AFRICAN
14	55663	BOTHYMAN MP	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	COLOURED
15	55664	SNEYMAN N	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	AFRICAN
16	55665	YAFELE	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	AFRICAN
17	55666	NGWENDU T	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	AFRICAN
18	55667	JEPE T	LAW ENFORCEMENT	PLANNING	KNYSNA	10/05/23	30/06/23	F	AFRICAN
19	55671	NJENGELE V	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
20	55672	SIMBA L	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	F	AFRICAN
21	55673	MADYIBI L	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
22	55674	NOMANA S	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	F	AFRICAN
23	55675	NGONYAMA L	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
24	55676	TABATA Z	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	F	AFRICAN

25	55677	KHABHINGESI S	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
26	55678	MAVIKELA C	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
27	55679	NOSANA S	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
28	55680	MANELI T	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
29	55681	MZILI T	LAW ENFORCEMENT	PLANNING	BITOU	09/05/23	30/06/23	M	AFRICAN
30	55684	GLADILE SJ	DISPOSAL CLERK	CORPORATE	GEORGE	09/05/23	30/06/23	M	AFRICAN
31	55685	BOTHA E	DISPOSAL CLERK	CORPORATE	GEORGE	09/05/23	30/06/23	M	COLOURED
32	55686	MEDUNA JF	DISPOSAL CLERK	CORPORATE	GEORGE	09/05/23	30/06/23	M	COLOURED
33	55687	PLAATJIE L	LAW ENFORCEMENT	PLANNING	KNYSNA	15/05/23	30/06/23	M	AFRICAN
34	55688	NKOLE T	LAW ENFORCEMENT	PLANNING	KNYSNA	15/05/23	30/06/23	M	AFRICAN
35	55689	MPUKANE	LAW ENFORCEMENT	PLANNING	KNYSNA	15/05/23	30/06/23	F	AFRICAN
36	55690	LOTTERING A	DRIVER/OPERATOR	ROADS- RESEAL	GEORGE	15/05/23	31/02/24	M	COLOURED
37	55691	NKALA ON	DRIVER/OPERATOR	ROADS- RESEAL	GEORGE	15/05/23	31/02/24	M	AFRICAN
38	55692	BEZUIDENHOUT A	WORKER	ROADS- RESEAL	GEORGE	15/05/23	31/02/24	M	COLOURED
39	55693	TSHONA G	WORKER	ROADS- RESEAL	GEORGE	15/05/23	31/02/24	M	AFRICAN
40	55694	SHOTO L	WORKER	ROADS- RESEAL	GEORGE	24/05/23	31/02/24	M	AFRICAN

41	55695	MHLONTO	WORKER	ROADS-RESEAL	GEORGE	24/05/23	31/02/24	M	AFRICAN
42	55698	NXABAZI B	LAW ENFORCEMENT	PLANNING	BITOU	10/05/23	30/06/23	M	AFRICAN
43	55699	SOBEKWA B	LAW ENFORCEMENT	PLANNING	BITOU	10/05/23	30/06/23	M	AFRICAN
44	55700	NTSABO S	LAW ENFORCEMENT	PLANNING	BITOU	10/05/23	30/06/23	F	AFRICAN
45	55701	HARKER TS	LAW ENFORCEMENT	PLANNING	BITOU	10/05/23	30/06/23	F	COLOURED
46	55683	MANKONKWANA S	OPERATOR: GRADER	ROADS	GEORGE	01/06/23	31/08/23	M	AFRICAN
47	55697	JACOBS BH	PERSONAL ASSISTANT	ROADS	GEORGE	01/06/23	31/08/23	F	AFRICAN
48	55705	VAN STADEN B	SNR SUPERINTENDENT	ROADS	Van Wyksdorp	01/06/23	31/08/23	M	COLOURED
49	55707	PIETERSE SB	ADMIN. ASSISTANT	ROADS	GEORGE	01/06/23	31/08/23	M	COLOURED
50	55703	AIRDIEN K	FINANCIAL INTERN	FINANCE	GEORGE	05/06/23	31/07/26	F	COLOURED
51	55704	NGXAMBUZA	FINANCIAL INTERN	FINANCE	GEORGE	05/06/23	31/07/26	F	AFRICAN
52	55706	LOUW RM	COUNCILLOR: GOOD PARTY	OFFICE OF THE MAYOR	GEORGE	08/06/23	N/A	F	COLOURED
53		TIEMIE C	EPWP LEARNER FIRE FIGHTER	COMMUNITY SERVICES	GEORGE	01/07/23	31/07/23	M	COLOURED
54		HENDRICKS J	EPWP LEARNER FIRE FIGHTER	COMMUNITY SERVICES	GEORGE	01/07/23	31/07/23	M	COLOURED

55		NELANI MN	EPWP LEARNER FIRE FIGHTER	COMMUNITY SERVICES	GEORGE	01/07/23	31/07/23	M	AFRICAN
56		MDAKA C	EPWP LEARNER FIRE FIGHTER	COMMUNITY SERVICES	GEORGE	01/07/23	31/07/23	M	AFRICAN
57		TSHANYELA B	EPWP LEARNER FIRE FIGHTER	COMMUNITY SERVICES	GEORGE	01/07/23	31/07/23	M	AFRICAN

## **6.2 Discussion**

As stipulated in the report.

## **6.3 Financial Implications**

As per budget for each position

## **6.4 Legal Implications**

CONSTITUTION OF REPUBLIC OF SOUTH AFRICA, 1996

BASIC CONDITIONS OF EMPLOYMENT ACT, ACT 56 OF 2003

LABOUR RELATIONS ACT, ACT 66 OF 1995

MUNICIPAL STAFF REGULATIONS

## **6.5 Staff Implications**

As indicated in attached report.

## **6.6 Previous / Relevant Council Resolutions:**

Monthly reports are submitted to Council for noting

## **6.7 Risk Implications**

There can be unforeseen financial implications based on outcomes of labour matters.

## **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

### **6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

### **6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

### **6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

#### 6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES

Noted

**BACK TO AGENDA**

DISTRICT COUNCIL

26 JULY 2023

**1. RESTRUCTURING OF SECTION 79 AND 80 COMMITTEES / HERSAMESTELLING VAN ARTIKEL 79 EN 80 KOMITEES / ULUNGELELWANISO LWEKOMITI ZOMHLATHI 79 KUNYE 80**

26 June 2023

**REPORT FROM THE SPEAKER (ALD G WOLMARANS)**

**2. PURPOSE OF THE REPORT**

To recommend the restructuring and consideration of Committees in terms of Sections 79 and 80 of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998).

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

This report seeks the approval of Council to approve the restructuring and consideration of the Sections 79 and 80 Committees. Annexure A is attached that indicates the recommended changes.

**5. RECOMMENDATION**

1. That Council approves the nomination of Cllr P Petros, who replaces Cllr A Tsengwa to serve as a member on the following Section 79 and 80 Committees; respectively: Occupational Health and Safety and Community Services Committee.
2. That Council approves the nomination of Cllr D Saptoe to serve as a member on the following Section 79 and 80 Committees; respectively: MPAC; Local Labour Forum and Roads and Transport Services.

2. That Council approves the nomination of Cllr R Louw who replaces Cllr RJ Hector to serve as a member on the following Section 79 and 80 Committees; respectively: Planning and Economic Development Committee; Corporate Services Committee; Budget Steering Committee; Governance Committee and Workplace and Restructuring Committee
3. That Council takes note of the changes as received from the ANC to approve the nomination of Cllr S van Rooyen, to serve as a member on Strategic Services and Cllr N Seti to serve as a member of the Local Labour Forum; respectively.
4. That Council takes note, that at the Local Labour Forum meeting dated 06 June 2023, Ald JC Lambaatjeen was nominated as Chairperson for a period of one (1) year.

#### **AANBEVELINGS**

1. *Dat die Raad die nominasie van Rdl P Petros wat Rdl A Tsengwa vervang om as lid op die volgende Artikel 79 & 80 Komitees onderskeidelik te dien; Beroepsgesondheid-en Veiligheidskomitee en Gemeenskapsdienste Komitee, goedkeur.*
2. *Dat die Raad die nominasie van Rdl D Saptoe om as lid op die volgende Artikel 79 en 80 Komitees onderskeidelik te dien; Paaie en Vervoerdienste; MPRK en Plaaslike Arbeidsforum, goedkeur*
3. *Dat die Raad die nominasie van Rdl R Louw wat Rdl RJ Hector vervang om as lid op die volgende Artikel 79 en 80 Komitees onderskeidelik te dien; Beplanning-en Ekonomiese Bestuur, Korporatiewe Dienste Komitee, Begrotingsloodskomitee; Huiskomitee en Wersplek en Herstruktueringskomitee, goedkeur.*

4. *Dat die Raad neem kennis van die veranderinge soos ontvang van die ANC om die nominasie van Rdl S van Rooyen goed te keur om as lid op Strategiese Dienste te dien en Rdl N Seti om as lid van die Plaaslike Arbeidsforum, onderskeidelik, te dien.*
- 5.
4. *Dat die Raad kennis neem dat Ald JC Lambaatjeen tydens die Plaaslike Arbeidsforum vergadering gedateer 06 Junie 2023 vir 'n tydperk van een (1) jaar as Voorsitter verkies was.*

## **6. DISCUSSION / CONTENTS**

### **6.1 Background**

As a result of the reinstatement of Cllr D Saptoe and the replacement of Cllr Tsengwa and RJ Hector the situation has left vacancies on the different portfolio committees that the above mentioned Councillors occupied. These vacancies has to be occupied by the newly appointed councillors, Cllrs PE Petros and Cllr R Louw to serve on those respective committees.

### **6.2 Discussion**

Council, at its meetings on 27 February 2023 inaugurated Cllr P Petros (replacing Cllr A Tsengwa) and on 19 June 2023, Cllr R Louw (replacing Cllr RJ Hector).

Attached as **Annexure A** are the respective Section 79 and 80 Committees with the nominated councillors to serve on the respective committees.

Section 79 of the Structures Act reads as follows:

- (1) "A municipal council may –
  - (a) *establish one or more committees necessary for the effective and efficient performance of any of its functions or the exercise of any of its powers;*
  - (b) *appoint the members of such a committee from among its members; and*
  - (c) *dissolve a committee at any time.*

(2) The municipal council –

- (a) must determine the functions of a committee;
- (b) may delegate duties and powers to it in terms of Section 32;
- (c) must appoint the chairperson;
- (d) may authorize a committee to co-opt advisory members who are not Lids of the council within the limits determined by the council;
- (e) may remove a member of a committee at any time; and
- (f) may determine a committee's procedure."

### 6.3 Financial Implications

The financial implications can be very costly especially if a Committee does not have members to form a quorum.

### 6.4 Legal Implications

None

### 6.5 Staff Implications

There is no Staff implications.

### 6.6 Previous / Relevant Council Resolutions:

A report of this nature last served at Council on 27 February 2023.

#### A.3 **RESTRUCTURING OF SECTION 79 AND 80 COMMITTEES / HERSAMESTELLING VAN ARTIKEL 79 EN 80 KOMITEES / ULUNGELELWANISO LWEKOMITI ZOMHLATHI 79 KUNYE 80**

Refer Report dated 06 February 2023 from the Speaker (Ald G Wolmarans) (pg. 143-151)

#### **RESOLVED**

1. That Council approves the nomination of Cllr J Cornelius to serve as a member on the Governance Committee.
2. That Council approves the nomination of Cllr HD Ruiters who replaces Cllr A Steenkamp to serve as a member on the following Section 79 and 80 Committees respectively: Financial Services and Corporate Services.

3. *That Council approves the nomination of Cllr RW Arends, who replaces Cllr T Matika to serve as a member on the following Section 79 and 80 Committees respectively: Strategic Services and Property Management and Development Committee.*
4. *That Council approves the nomination of Cllr C Swart as the Deputy Chairperson of Corporate Services Committee.*
5. *That the Chief Whip of the ANC provide names of the Councillors for the vacancies that exist on the Financial Services Committee and Community Services Portfolio committees.*
6. *That, if recommendation number 5 does not appear in the delegations, that Council authorises the office of the Speaker to replace the names of the councillors after the names has been received from the Chief Whip of the ANC regarding the vacancies that exist on the Financial Services and Community Services.*
7. *That the Terms of Reference for the Training Oversight Committee be established and submitted to Council for approval.*

## **6.7 Risk Implications**

This will have an impact on quorums upon sitting of these committees.

## **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

### **6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

### **6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

### **6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

### **6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted

**ANNEXURE**

Section 79 and 80 Committees schedule.

**GARDEN ROUTE DISTRICT MUNICIPALITY – SECTION 79 & 80 COMMITTEES: AS AT 27 FEBRUARY 2023**

RESPONSIBLE COMMITTEE OFFICER, DAY & TIME OF MEETINGS	BONISILE	CARRON-ANN	CARRON - ANN	BONISILE	CARRON - ANN	TANDO	TANDO
	ROADS & TRANSPORT PLANNING SERVICES:	FINANCIAL SERVICES:	PLANNING & ECONOMIC DEV	COMMUNITY SERVICES:	PROPERTY /ASSET MANAGEMENT	CORPORATE SERVICES:	STRATEGIC SERVICES:
<b>FUNCTIONS</b>	Roads Maintenance Integrated Transport Planning RRAMS	Income and Expenditure Supply Chain BTO Revenue Management Asset Management Stores Financial Statements / GRAP Statements	Regional Economic Development Tourism / Arts and Culture Youth (EPWP) <i>Rural Development Job Creation</i>	Fire and Rescue / Disaster Management / Municipal Health / Environmental Management (Waste Management/Air Quality) Call Centre <i>Spacial Development &amp; Planning</i>	Property Planning & Maintenance Resorts Strategic / Investment Properties Strategic Properties (for noting only)	Human Resources Committee Services Legal Services Auxiliary Services: Records and Archives	IGR Communications IDP <i>Public Participation</i> Information Shared Services Funding Mobilization
<b>CHAIRPERSON</b>	<b>P Terblanche</b>	<b>J Lambaatjeen (Acting)</b>	<b>RH Ruiters</b>	<b>N Ndayi</b>	<b>J Hoogbaard</b>	<b>I Kritzinger</b>	<b>J Lambaatjeen</b>
<b>DEPUTY CHAIR</b>	J Hoogbaard	<b>VACANT</b>	NS Ndayi	RH Ruiters	P Terblanche	<b>VACANT</b>	IC Kritzinger
<b>EXE MANAGER</b>	JG Daniels	C Boshoff	L Menze	C Africa	L Menze	B Holtzhausen	L Menze
<b>DA</b>	B van Noordwyk M Kannemeyer	K Malooi D Cronje RJ April	J Meiring <b>VACANT</b>	J Meiring	K Malooi H Stroebeel	K Malooi <b>VACANT</b> JJ Bavuma	D Cronje H Stroebeel RJ April
<b>ANC</b>	NV Gungubele MA Mkonto	CP Taute	S de Vries LSS van Rooyen	CN Lichaba <b>P Petros</b>	NT Seti RW Arends	S de Vries SM Toto	NV Gungubele <b>S van Rooyen</b>

<b>ICOSA</b>		HD Ruiters				HD Ruiters	
<b>GOOD</b>	<b>D Saptoe</b>	D Saptoe	R Louw	D Saptoe			<b>D Saptoe</b>
<b>PBI</b>			JP Buys	JP Buys	V Gericke		
<b>VP</b>	D Acker			D Acker			
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>6</b>	<b>7</b>

**GARDEN ROUTE DISTRICT MUNICIPALITY – SECTION 79 & 80 COMMITTEES:**

	<b>CARRON-ANN</b>	<b>REHANA</b>	<b>REHANA</b>	<b>TANDO</b>	<b>REHANA</b>
	<b>BUDGET STEERING</b>	<b>GOVERNANCE</b>	<b>MPAC</b>	<b>OCCUPATIONAL HEALTH &amp; SAFETY COMMITTEE</b>	<b>LOCAL LABOUR FORUM</b>
<b>CHAIR</b>	<b>JC Lambaatjeen (Acting Chairperson)</b>	<b>G Wolmarans</b>	<b>D Acker</b>	<b>K Malooi</b>	<b>JC Lambaatjeen</b>
<b>DA</b>	RJ April	D Cronje <b>VACANT</b>	D Cronje K Malooi JG Meiring M Kannemeyer <b>VACANT</b>	<b>VACANT</b>	
<b>ANC</b>	CP Taute	CN Lichaba	CN Lichaba CP Taute	<b>P Petros</b>	<b>N Seti</b>
<b>GOOD</b>	<b>R Louw</b>	<b>R Louw</b>	<b>D Saptoe</b>	<b>D Saptoe</b>	<b>D Saptoe</b>
<b>PBI</b>		V Gericke	JP Buys		
<b>VP</b>		D Acker			D Acker

<b>ICOSA</b>		J Cornelius			
<b>MANAGEMENT</b>					Municipal Manager B Holtzhausen JG Daniels L Menze C Africa R Boshoff N Davids N Klaas
<b>SAMWU</b>				M Maree N Sthunda	E Qkholo B Desha M Maree M Solani N Sthunda M April
<b>IMATU</b>				Y Isaacs P Koopman R Cloete (additional member)	R Dyantyi P Gcabayi P Koopman S Damons

**GARDEN ROUTE DISTRICT MUNICIPALITY – SECTION 79 & 80 COMMITTEES:**

	<b>WORKPLACE &amp; RESTRUCTURING</b>	<b>AUDIT COMMITTEE</b>
	<b>REHANA</b>	<b>REHANA</b>
<b>CHAIR</b>	<b>VACANT</b>	<b>Mr ABJ Dippenaar</b> Ms S Maharaj Adv L Mtunzi Mr C Lamprecht
<b>DA</b>	RJ April	
<b>ANC</b>	MA Mkonto	
<b>ICOSA</b>		
<b>GOOD</b>	<b>R Louw</b>	
<b>PBI</b>		
<b>SAMWU</b>	B Desha M Solani	
<b>IMATU</b>	P Gcabayi R Dyantyi S Damons (additional member)	

[BACK TO AGENDA](#)

DISTRICT COUNCIL

26 JULY 2023

**1. REPORT ON THE ALLEGATION OF MISCONDUCT AGAINST COUNCILLOR J HOOGBAARD/ VERSLAG RAKENDE DIE AANTUIGING VAN WANGEDRAG TEEN RAADSLID J HOOGBAARD**

**REPORT FROM THE SPEAKER (ALD G WOLMARANS)**

**2. PURPOSE**

The purpose of this report is to present to Council the investigation report conducted on the allegations of breach of code of conduct for Municipal Councillors.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Section 15 of the schedule 7 of the Local Government: Municipal Structures Act provides:

*“(1) If the speaker of a municipal council, on reasonable suspicion, is of the opinion that a provision of this Code has been breached, the speaker must—*

*(a) authorise an investigation of the facts and circumstances of the alleged breach;*

*(b) give the councillor a reasonable opportunity to reply in writing regarding the alleged breach; and*

*(c) report the matter to a meeting of the municipal council after paragraphs (a) and (b) have been complied with*

*.....”*

The Speaker received a complaint from Councillor Christopher Taute on 13 May 2023 requesting her on what he alleged to be untrue and slander against him

The Speaker requested Councillor Hoogbaard to respond to the allegations against him in a letter dated 23 May 2023. Councillor Hoogbaard responded to the Speaker in letter dated 24 and 29 May 2023.

This report is to appraise Council with the outcome of the investigation that was authorized by the Speaker.

## 5. RECOMMENDATIONS

1. That Council takes note that a complaint for alleged breach of the Code of Conduct for Councillors was received from Councillor Christopher Taute against Councillor Jobieth Hoogbaard.
2. That Council notes that the Speaker attempted to conciliate the matter but that was unsuccessful.
3. That it be noted that the Speaker after considering the information at her disposal invoked the provisions of section 15 of Schedule 7 of the Municipal Structures Amendment Act.
4. That Council notes the outcome of the investigation report.
5. That Council establish a special committee—
  - 5.1 to investigate and make a finding on any alleged breach of the Code of conduct for Councillors, by Cllr J Hoogbaard;
  - 5.2 to make appropriate recommendations to the council;
6. That Council decides on the composition of the committee.

## AANBEVELINGS

1. *Dat die Raad kennis neem dat 'n klag vir beweerde oortreding van die Gedragskode vir Raadslede ontvang is vanaf Raadslid Christopher Taute teen Raadslid Jobieth Hoogbaard.*
2. *Dat die Raad kennis neem dat die Speaker probeer het om die saak te versoen, maar dit was onsuksesvol.*
3. *Dat kennis geneem word dat die Speaker na oorweging van die inligting tot haar beskikking op die bepalinge van Artikel 15 van Skedule 7 van die Wysigingswet op Munisipale Strukture beroep, het.*
4. *Dat die Raad kennis neem van die uitslag van die ondersoekverslag.*
5. *Dat die Raad 'n spesiale komitee saamstel—*
  - 5.1 *om enige beweerde oortreding van die Gedragskode vir Raadslede deur Rdl J Hoogbaard te ondersoek, en 'n bevinding te maak;*
  - 5.2 *om gepaste aanbevelings aan die Raad te maak;*
6. *Dat die Raad 'n besluit rakende die samestelling van die komitee.*

## **6 DISCUSSION / CONTENTS**

### **6.1 Background**

The Speaker of the GRDM received communication via email from Councillor Christopher Taute on 13 May 2023 alleging breach of the code of conduct for Councillors by councillor Jobieth Hoogbaard.

Councillor Taute alleges that Councillor Hoogbaard shared posts on Facebook in which he made some untrue and slanderous statements against him.

The Speaker advised Councillor Hoogbaard of the complaint she received and requested him to respond to allegations. Councillor Hoogbaard responded by stating that he only shared the infographic from his political party but that he was not the author of what he shared.

The Speaker attempted to resolve the matter through conciliation but that process was not a success. The Speaker appointed attorneys to assist her in compiling an investigation report, which concluded that Councillor Hoogbaard's conduct was not in good faith and that he did not act in the best interest of the municipality when he published and distributed the alleged remarks.

The Speaker advised Councillor Hoogbaard of the outcome of the investigation and requested him to comment.

### **CONCLUSION**

The investigation report confirmed that there is cause to believe that Councillor Hoogbaard breached the code of conduct for councillors and that necessary steps as provided by legislation should be embarked on.

Section 15 of Schedule 7 is peremptory. The Speaker would be failing in her responsibilities if she does not act on the allegation of the breach of the code of conduct for councillors.

## 6.2 Financial Implications

Legal Advice had to be sought from attorney on the matter and the amount will be quantified once invoices are received.

### 6.3.1 Legal Implications

The code of conduct for Councillors confers a discretion on a municipal council to investigate and make a finding on an alleged breach of the Code or to establish a special committee for this purpose. If the Council or committee finds that the Code has been breached, the Council itself may issue a formal warning, reprimand or fine the Councillor, or alternatively, it may request the MEC for Local government to suspend the Councillor or remove the Councillor from office.

The investigation report confirms that Councillor J Hoogbaard is in breach of the provisions of section 7 (Code of conduct for Councillors).

**Section 15(1)(b)** of Schedule 7 stipulates the manner in which the Speaker must handle reasonable suspicion that a provision of the Code has been breached, and provides that:

- (a) authorise an investigation of the facts and circumstances of the alleged breach;
  - (b) give the Councillor a reasonable opportunity to reply in writing regarding the alleged breach; and
  - (c) report the matter to a meeting of the municipal council after paragraphs (a) and (b) have been complied with.
- (2) A report in terms of subitem (1)(c) is open to the public.
- (3) The speaker must report the outcome of the investigation to the MEC for local government in the province concerned

**Section 16** of schedule 7 provides:

16. (1) A municipal council may—

- (a) investigate and make a finding on any alleged breach of a provision of this Code;
- or

(b) establish a special committee— (i) to investigate and make a finding on any alleged breach of this Code; and

(ii) to make appropriate recommendations to the council.

(2) If the council or a special committee finds that a Councillor has breached a provision of this Code, the council may—

(a) issue a formal warning to the Councillor;

(b) reprimand the Councillor; (c) request the MEC for local government in the province to suspend the Councillor for a certain period;

(d) fine the Councillor; or

(e) request the MEC to remove the Councillor from office.

(3) The speaker must inform the MEC for Local Government in the province concerned within 14 days of the finding and sanction decided on by the council.

#### **6.4 Staff Implications**

None

#### **6.5 Linkage to Strategic Objective(s)**

Good Governance;

#### **6.6 Previous / Relevant Council Resolutions**

No previous council resolution relating to this matter.

#### **6.7 Risk Implications**

The provisions of section 15 of schedule 7 are peremptory and the Speaker would be failing in her responsibilities if she does not act as is stipulated.

If this matter remains unresolved, it may destabilise the institution.

#### **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

##### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report is acknowledged.

##### **6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Content is noted.

From: Christopher Taute <kreez31322@gmail.com>  
 Sent: Saturday, 13 May 2023 13:52  
 To: Monde Stratu <mm@gardenroute.gov.za>; Ald Georlene R Wolmarans <GWolmarans@gardenroute.gov.za>  
 Cc: Stephen de Vries <Stevend@gardenroute.gov.za>; Councilor De Vries Gmail account <devries918@gmail.com>;  
 CN Lichaba <cnlichaba@gardenroute.gov.za>; nthabi.lichaba@yahoo.com; Nthabi Lishaba  
 <nthabiseng@polka.co.za>; Cameron Dugmore <cameron.dugmore@wcpp.gov.za>; Cameron Dugmore  
 <CDugmore@WCPP.GOV.ZA>  
 Subject: SLANDEROUS FACEBOOK POST BY CLR JOBIETH HOOGBAARD

Die Speaker  
 Garden Route District Municipality  
 George

Dear Clr Wolmarans

SLANDEROUS FACEBOOK POST BY CLR JOBIETH HOOGBAARD

I hereby wish to formally lay a complaint against Clr Hoogbaard in terms of the Code of Conduct for councillors.

Clr Hoogbaard posted after 11h00 today on facebook and shared the post with different people as well as with the Garden Route District Council Whip, Clr Betsie van Noordwyk.

In the post he made post some untrue and slanderous facts about me.

He also refers to me, a fellow councillor of the Garden Route District Council, as a "virus".

Attached I send you screenshots of his posts as well as the persons he tagged into the post.

I wish to receive an urgent acknowledgement of my letter to you, as well as your urgent and speedy attention.

Regards  
 Christopher Taute

CC Mr M. Stratu  
 Clr N. Lichaba  
 Clr S De Vries

17:12

34%



Jobieth Hoogbaard 9 ▾



Posts

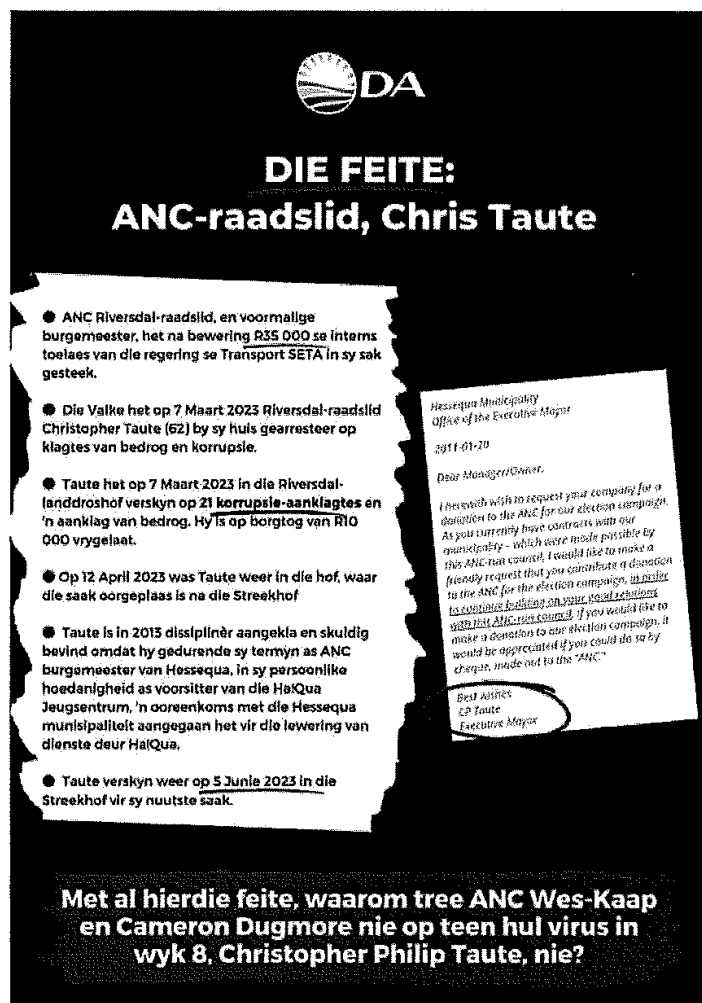
Photos

Reels



Jobieth Hoogbaard is with Cathy Esau Lotz and 13 others.

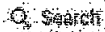
13 May · 🌐



Nettie Willemse and 7 others

2 comments





12:58 74%

74%

← People who reacted



5



**Nettie Willems**  
600 mutual friends

Mention



**Starmhoof Brendon Torob Adams**  
28 mutual friends

Add Friend



**Helen Pretorius**  
107 mutual friends

Add Friend



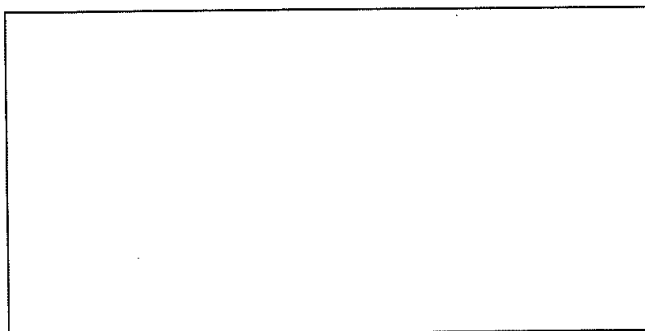
**Elise September**  
15 mutual friends

Add Friend



**Isabel Goldenhuys**  
49 mutual friends

Add Friend

**Bayronicia Booysen**

Executive Support Officer - Office of the Speaker  
[Bayronicia@gardenroute.gov.za](mailto:Bayronicia@gardenroute.gov.za)  
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 Ethics and Fraud Hotline: 0800 116 616  
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"B"



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---

**OFFICE OF THE SPEAKER**

---

Enquiries: Ald Wolmarans  
Reference: REFERENCE: (S/P)  
Date: 23 May 2023

Cllr J Hoogbaard  
Garden Route District Municipality Councillor

E-mail: [jobiethhoogbaard@gmail.com](mailto:jobiethhoogbaard@gmail.com) ; [Jobieth@gardenroute.gov.za](mailto:Jobieth@gardenroute.gov.za)

Dear Councillor J Hoogbaard

**RE: NOTIFICATION OF RECEIPT OF ALLEGATIONS OF BREACH OF THE CODE OF CONDUCT FOR COUNCILLORS**

1. You are hereby notified that the Speaker of the Garden Route District Municipality received a complaint on 13 May 2023 from Councillor Christopher Taute against yourself.

The content of the complaint is as follows:

**" SLANDEROUS FACEBOOK POST BY CLLR JOBIETH HOOGBAARD**

*I hereby wish to formally lay a complaint against Cllr Hoogbaard in terms of the Code of Conduct for councillors.*

*Cllr Hoogbaard posted after 11h00 today on Facebook and shared the post with different people as well as with the Garden Route District Council Whip, Cllr Betsie van Noordwyk.*

*In the post he made post some untrue and slanderous facts about me.*

*He also refers to me, a fellow councillor of the Garden Route District Council, as a "virus".*

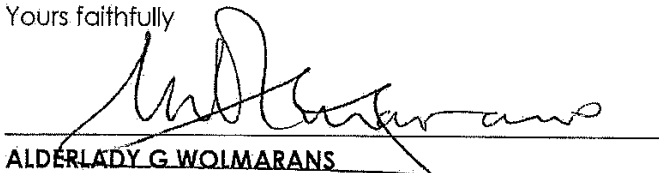
*Attached I send you screenshots of his posts as well as the persons he tagged into the post.*

*I wish to receive an urgent acknowledgement of my letter to you, as well as your urgent and speedy attention.*

*Regards  
Christopher Taute"*

2. You are specifically requested to fully respond to all the allegations made against you and provide reasons why it should not be concluded that you have breached the code of conduct for councillors.
3. Please provide my office with your written response as soon as possible but not later than 30 May 2023.
4. Should I not receive your response on the due date, I shall proceed in terms of Section 15 (1) of schedule 7 of the Local Government: Municipal Structures Act to authorise an investigation of the facts and circumstances of the alleged breach of the code of conduct for Councillors.

Yours faithfully



**ALDERLADY G. WOLMARANS**

**SPEAKER OF THE GARDEN ROUTE DISTRICT MUNICIPALITY**

**From:** Cllr Jobieth Hoogbaard <[Jobieth@gardenroute.gov.za](mailto:Jobieth@gardenroute.gov.za)>  
**Sent:** Wednesday, 24 May 2023 08:02  
**To:** Bayronicia Booysen <[Bayronicia@gardenroute.gov.za](mailto:Bayronicia@gardenroute.gov.za)>  
**Cc:** mbooyesen2@outlook.com; Hilton Stroebeel <[hstroebel@knysna.gov.za](mailto:hstroebel@knysna.gov.za)>; stag268@gmail.com; Ald Georlene R Wolmarans <[GWolmarans@gardenroute.gov.za](mailto:GWolmarans@gardenroute.gov.za)>  
**Subject:** Re: NOTIFICATION OF RECEIPT OF ALLEGATIONS OF BREACH OF THE CODE OF CONDUCT FOR COUNCILLORS.

Dear Speaker

Re: Allegations of breach of conduct as per your letter of intent dated 23 May 2023.

I herewith acknowledge receipt of the letter and note the content.

As a directly elected councillor of Hessequa who serves on GRDM as councillor, and newly elected DA Chairperson of the Hessequa constituency, I find it my political duty to act on behalf of and factually inform the electorate of any wrongful acts being investigated by the courts which are beyond just being allegations or rumours.

In our duties as elected councillors in our day to day functions and responsibilities we are at times obligated to make use of alternative communication mediums to communicate with, and respond to issues in our wards and regions. One of such mediums being Facebook as a platform to communicate with the community.

As my fellow council member states I did share a DA infographic which I am not the creator of in the said facebook posting which has initiated his complaint. This infographic contains factually correct matters already in the public domain since March 2023 and some as far back as 2011. I wish to reiterate that I am not the author of the DA info graphic, as I saw it on a group and just shared it without tampering with it nor did I make any changes on it or to it.

In my duty as councillor my selection of words may not please all readers of such posts, but let us not only focus on parts but rather on the message I am trying to get out. The message that we as the governing party cannot be silent in our fights against corruption and theft by office bearers. Corruption in its very nature is now a virus in our country, and after the Zondo commission reports it is clear that the ANC is enabling that virus further at the cost to our economy and those most in need of state assistance.

Please see below links that this was already in the public domain before I shared it:

<https://www.son.co.za/dieson/nuus/suid-kaap/ex-mayor-werker-vasgetrek-20230310>

Councillor bust for allegedly taking cut of municipal interns' stipends faces trial -

<https://www.sowetanlive.co.za/news/south-africa/2023-04-12-councillor-bust-for-allegedly-taking-cut-of-municipal-interns-stipends-faces-trial/>

[https://m.facebook.com/story.php?story\\_fbid=pfbid0Qd3aKs91KhSDeXdGAUE3DuG47vd6RJ42YjkY7TBjo8S9R4pARRndG2RprY4rZ82G1&id=100063575051259&mibextid=Nif5oz](https://m.facebook.com/story.php?story_fbid=pfbid0Qd3aKs91KhSDeXdGAUE3DuG47vd6RJ42YjkY7TBjo8S9R4pARRndG2RprY4rZ82G1&id=100063575051259&mibextid=Nif5oz)

" PRESS RELEASE

08 MARCH 2023

#### RENEWED FOCUS ON CORRUPTION NETS A COUNCILLOR AND MUNICIPAL FIELDWORKER

A renewed anti-corruption drive is paying early dividends as it has netted a councillor and a municipal fieldworker on charges of fraud and corruption. The Riversdale Magistrates Court released Riversdale Ward 8 councillor, Christopher Philip Taute, on R10 000 bail and ordered him not to contact witnesses to the case against him. His co-accused municipal fieldworker, Claudio Conradie, was also released on R10 000 under the same conditions.

The State alleges that Conradie, the manager of Hessequa Social Club Youth Development, was tasked with recruiting candidates for a workplace exposure project in the Southern Cape. The project was funded by the Transport SETA, which appointed ORE, a community and skills development consultant, focusing on fishing communities in and around the Western Cape Province. The Transport SETA was the custodian of the workplace exposure programme, whereas ORE was the implementing agent.

Taute was the founder of the Good to Share Leadership Foundation, which operated in or around Riversdale, Western Cape. The foundation was not contracted by ORE or by the Transport SETA.

Between 2016 and 2018, Conradie was appointed by ORE as an intern-supervisor for the workplace exposure programme at Riversdale, and Stilbaai. His responsibilities included recruiting a pool of candidates for the workplace exposure programme for a fixed-term contract. He was required to submit the candidates' resumes to ORE, which in turn forwarded the same to Transport SETA for vetting. Once the vetting process was finalized, ORE was then contracted to appoint the candidates for the workplace exposure programme on a fixed term of employment. They would be paid a stipend of R4 500 per month and were obligated to sign the log sheets, produce monthly reports, and attendance register during the duration of the programme.

The state further alleges that Conradie and Taute devised a scheme to defraud ORE Consultants and the Transport SETA, by recruiting Portia Loverlot and Leone Adams, to join the workplace exposure programme as a means of generating income for themselves.

The accused instructed Loverlot and Adams to deposit between R1000 and R2500 cash as donations into the bank account of Taute's foundation. They told the two women that the payments were for the benefit of the foundation for securing employment at ORE. The two women paid a total of R35 300 into the bank account for the benefit of the two accused.

Their second scheme involved recruiting and employing Lucinda Pieterse as ORE administrative clerk (research) in Stilbaai, Western Cape. Pieterse's had a fixed contract running between 01 February 2017 to 31 January 2018 with a stipend of R4 500 per month. Between January 2017 to 24 March 2017, Conradie instructed Pieterse to make a monthly donation of R1 500 into the bank account of Taute's foundation. She questioned Taute about the donation and the accused did not deny or admit the instruction.

Conradie told Pietersen that the deposits were due to the foundation for the opportunity it created for her to work as ORE administrative clerk (research).

Pieterse received her stipends for February and March 2017 but refused to make the deposits. Conradie fired her on 16 May 2017, alleging that Pieterse was no longer enthusiastic about her work and refused to obey orders.

She was expected to pay the two R18 000.

As a result of the two fraudulent schemes, the accused are charged with 21 counts of corruption and a count of fraud. Their case has been postponed until 12 April 2023 for further investigation.

Note: The NPA's media statements are available on the website: [www.npa.gov.za](http://www.npa.gov.za)

Issued by:

Eric Ntabazalila

National Prosecuting Authority

Regional Communications Manager

Western Cape

Tel: (021) 487 7308 Mobile: 073 062 1222

Email: [entabazalila@npa.gov.za](mailto:entabazalila@npa.gov.za) "

<https://www.sanews.gov.za/south-africa/public-protector-rules-mayors-actions-unlawful>

<https://www.suidkaapforum.com/News/Article/General/opvolg-minister-skors-plaaslike-raadslid-20170711>

<https://constitutionallyspeaking.co.za/no-ethical-standards/>

Furthermore Speaker do see this whole complaint of cllr Taute political motivated and I don't see that I had breach the code conduct for councillors and did not bring the Municipality in disrepute. It is rather his actions, now due to be in cour again, that may well have brought the GRDM council and municipality into disrepute.

I hope you'll find my response in order

Kind regards

Cllr.Jobieth Hoogbaard

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From: Cllr Jobieth Hoogbaard <[Jobieth@gardenroute.gov.za](mailto:Jobieth@gardenroute.gov.za)>  
 Sent: Monday, 29 May 2023 17:21  
 To: Ald Georlene R Wolmarans <[GWolmarans@gardenroute.gov.za](mailto:GWolmarans@gardenroute.gov.za)>  
 Cc: [mbooyesen2@outlook.com](mailto:mbooyesen2@outlook.com); Hilton Stroebeel <[hstroebeel@knysna.gov.za](mailto:hstroebeel@knysna.gov.za)>; [stag268@gmail.com](mailto:stag268@gmail.com)  
 Subject: Re: NOTIFICATION OF RECEIPT OF ALLEGATIONS OF BREACH OF THE CODE OF CONDUCT FOR COUNCILLORS

Goeiedag Speaker

Hiermee rig ek die epos aan u na galang van die gesprek wat u vandag met my gevoer het in u kantoor.

Graag versoek ek dat u die regsopinie soos met my gedeel wat u gekry het aan my voorsien asb, en wil ek ook onder u aandag bring dat ek nie rdl. Taute skriftelik verskoning gaan vra nie soos deur u versoek en aangesien ek nie die skrywer is van daardie grafiese foto nie en die net "ge share" het.

Ek sal graag verder versoek n vergadering saam met u en die koukus bestuur. Hierdie hele aangeleentheid is polities en daar is n skeiding tussen party en staat.

**Koukusbestuur : aangeheg sal jul oorspronklike advert van die party sien asook my Facebook post waar julle sal sien ek het niks bygevoeg by post of weg geneem nie maar die oorspronklike post geshare het.**

**Die rede hoekom ek u as koukusbestuur in ge- Cc het is omdat toe die Speaker se kantoor my n amptelike skrywe gestuur het rakende die aangeleentheid was u in ge-Cc so u is bekend met die aangeleentheid.**

Hoop om spoedig van u kantoor te hoor Speaker.

Groete

Rdl . Jobieth Hoogbaard

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[www.gardenroute.gov.za](http://www.gardenroute.gov.za)

### OFFICE OF THE MUNICIPAL MANAGER

Enquiries:	N Davids
Reference:	14/1
Date:	01 June 2023

Oosthuizen Marcis Pretorius Attorneys  
Urban Attic Building  
4 Sioux Street  
MOSSEL BAY  
6500

[maurice@omplaw.co.za](mailto:maurice@omplaw.co.za)

Sir

### APPOINTMENT AS AN INVESTIGATOR IN TERMS OF SECTION 15 OF SCHEDULE 7 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 1998

#### PURPOSE

Your company is hereby appointed to conduct an investigation of the possible breach of the Code of Conduct for Councillors as found in Schedule 7 of the Local Government: Municipal Structures Act, 1998 (as amended).

#### FACTS

The Speaker of the Garden Route District Municipality received a complaint from one of the Councillors (c/r Taute) against a fellow councillor (c/r Hoogbaard). In his complaint (copy attached hereto) he informs the Speaker that c/r Hoogbaard made untrue and slanderous facts about him and posted these on Facebook.

A legal opinion regarding this was received and the Speaker, in trying to resolve this matter, had a meeting with cllr Hoogbaard, requesting him to apologize to cllr Taute. Cllr Hoogbaard refused this request (copy of email correspondence attached hereto).

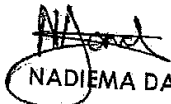
The Speaker advised cllr Hoogbaard that she would be authorising an investigation of possible breach of the Code of Conduct for Councillors in terms of section 15 of Schedule 7 of the Structures Act.

**REQUEST**

You are therefore requested to conduct an investigation in terms of Section 15 of Schedule 7 and submit a report to the Speaker by no later than 23 June 2023.

Should you have any further queries, please do not hesitate to contact me via email – [nadiema@gardenroute.gov.za](mailto:nadiema@gardenroute.gov.za) or on 044 803 1408 / 081 580 4692.

Yours faithfully

  
**NADIEMA DAVIDS**  
**MANAGER: LEGAL SERVICES**

**MEMORANDUM**

**RE: ALLEGED BREACH OF CODE OF COUNCILLOR: CLLR. J. HOOGBAARD**

We refer to the above.

We confirm that we received instructions from Legal Services of the Garden Route District Municipality to proceed with an independent investigation in terms of Section 15 of Schedule 7 of Local Government: Municipal Structures Act 117 of 1998 ("the Act"), pertaining to a complaint received by the Speaker whereby it was alleged that Councillor Hoogbaard made certain untrue and slanderous remarks about Councillor Taute which was posted by Councillor Hoogbaard on the social media platform Facebook, and whether he therefore allegedly breached the Code of Conduct for Councillors ( hereinafter " the CCC").

**A. DOCUMENTATION AND CORRESPONDENCE:**

1. I attach hereto the following documentation:
  - 1.1 Complaint of Cllr. Christopher Taute against Cllr. Jobieth Hoogbaard together with facebook screenshots annexures, dated 13 May 2023 and marked Annexure "A";
  - 1.2 A letter from the Garden Route District Municipality to Cllr. Jobieth Hoogbaard, notifying him Cllr Hoogbaard of allegations of breach of the CCC, dated 23 May 2023 and marked Annexure "B";
  - 1.3 An e-mail from Cllr. Jobieth Hoogbaard to Bayronicia Booysen in reply to notification of allegations of breach, dated 24 May 2023 and marked Annexure "C";

- 1.4 An e-mail from Cllr. Jobieth Hoogbaard to the Speaker of the Garden Route Municipality, dated 29 May 2023 and marked as Annexure "D";
- 1.5 Instruction letter from Manager Legal Services of the Garden Route Municipality to Oosthuizen, Marais & Pretorius and marked as Annexure "E";
2. I also had physical consultations with:
  - 2.1 the Speaker of the Garden Route Municipality, Ald Georlene Wolmarans on the 15<sup>th</sup> of June 2023;
  - 2.2 the Complainant, Cllr. Christopher Taute on the 21<sup>st</sup> of June 2022.

**B. BACKGROUND:**

3. On or about the 13<sup>th</sup> of May 2023 Cllr Hoogbaard posted on the social media platform Facebook certain remarks about Councillor Taute which *inter alia* included the following:
  - 3.1 *ANC Riversdal-raadslid en voormalikge burgermeester, het na bewering R 35,000.00 se interns toelaes van die regering se Transport SETA in sy sak gestee;*
  - 3.2 *Die Valke het op 7 Maart 2023 Riversdal-raadslid Christopher Taute (62) by sy huis gearesteer op klagtes van bedrog en korrupsie;*
  - 3.3 *Taute het op 7 Maart 2023 in die Riversdal-landdroshof verskyn op 21 korrupsie-aanklagtes en 'n aanklag van bedrog. Hy is op borgtog van R 10 000.00 vrygelaat;*

3.4 *Op 12 April 2023 was Taute weer in die Hof, waar die saak oorgeplaas is na die Streekhof;*

3.5 *Met al hierdie nuwe feite, waarom tree ANC Wes-Kaap en Cameron Dugmore nie op teen hul virus in wyk 8, Christopher Philip Taute, nie?*

4. After receipt of the complaint the Speaker of the Garden Route Municipality requested Cllr. J. Hoogbaard to fully respond to all the allegations made against him by Cllr. C. Taute, and to provide reasons why it should not be concluded that he has breached the code of conduct for councillors.

5. It appears from Cllr. J. Hoogbaard in reply to the Speaker's request that:

5.1 Cllr. J. Hoogbaard admits to sharing the DA infographic post on Facebook containing the remarks, however he denies that he was the author of the post and that he merely shared the post from another group due to the fact it contains factually correct matters already in the public domain since March 2023;

5.2 Cllr. J. Hoogbaard alludes to the fact that corruption in its very nature is now a virus in this country, and after the Zondo commission reports it is clear that the ANC is enabling that virus further at the cost to our economy and those most in need of state assistance.

**C. COMMON CAUSE:**

6. It is common cause that Cllr J. Hoogbaard shared the DA infographic post on Facebook containing the remarks about Cllr C Taute.

**D. LEGISLATION:**

7. Item 2 of the CCC states as follows:

A councillor must, –

"(a) *perform the functions of office in good faith, honestly and in a transparent manner; and*

(b) *at all times act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality are not compromised"*

**E. CONSULTATION(S):**

8. During my consultation with Cllr Taute he was of the opinion that:

8.1 as the factual allegations/ proceedings Cllr Hoogbaard referred to in the post is *sub judice* Cllr Taute does not wish to delve into the merits of the pending court matter(s);

9.2 the main issue/ basis of his complaint is that Cllr Hoogbaard referred to him in the post as a "virus", which infers a negative connotation and as such his dignity has been violated;

8.3 by referring to him as a "virus" Cllr Hoogbaard breached the provisions of the Code of Conduct for Councillors.

9. During my consultation with the Speaker of the Garden Route Municipality it was ascertained that due process was followed from date of receipt of complaint and adherence was given to the *audi alteram partem* rule, whereby Cllr Hoogbaard was

afforded an opportunity to reply to Cllr Taute's complaint, the content of which is contained in paragraph 5 *supra*.

**F. CONCLUSION:**

9. The truthfulness of the allegations does not determine whether Cllr. J. Hoogbaard contravened the Code of Conduct for Councillors, but rather his conduct, motive and aim with the DA info graphic containing the remarks which he shared on Facebook are questioned.
10. Should it be found and/ or alternatively be proven that the information contained in the post are factually accurate it does not remove Cllr Hoogbaard from his assertion and reference to Cllr Taute as "*a virus*".
11. The distribution of the the above through social media caused damage to the image of the Municipality, which could have been prevented if Councillor Hoogbaard refrained from posting same.
12. I am of the opinion that Councillor Hoogbaard's conduct was not in good faith and that he did not act in the best interest of the Municipality when he published and distributed the allegation(s)/ remark(s) through social media.
13. Councillor Hoogbaard is a Councillor of the Garden Route Municipality and should know alternatively ought to reasonable know that his conduct could possibly be in contravention of the Code of Conduct for Councillors.
14. Given the aforesaid I stand by my recommendation that disciplinary steps should be taken against Councillor Hoogbaard for breaching:

14.1 Item 2, of Schedule 7 of the Code of Conduct for Councillors, insofar as Councillor Hoogbaard did not act/ perform his functions of office in good faith, honestly and in a transparent manner and/ or act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality are not compromised.

15. As there exists *prima facie evidence* that Cllr. Hoogbaard contravened the relevant sections/ code(s) as stated above, in order to make an informed decision regarding the above, it is advised that the Councillor be given a reasonable opportunity to reply to the above alleged breach of conduct, as stated in Item 15 of the Code of Conduct for Councillors.

We advise accordingly.

Yours faithfully

**OOSTHUIZEN MARAIS & PRETORIUS**



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[www.gardenroute.gov.za](http://www.gardenroute.gov.za)

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**OFFICE OF THE SPEAKER**

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Enquiries: Ald Wolmarans  
Reference: REFERENCE: (S/P)  
Date: 27 June 2023

Cllr J Hoogbaard  
Garden Route District Municipality Councillor  
Democratic Alliance (DA)

E-mail: [Jobieth@gardenroute.gov.za](mailto:Jobieth@gardenroute.gov.za)

Dear Councillor Hoogbaard

**RE: NOTIFICATION OF THE OUTCOME OF INVESTIGATION OF BREACH IN TERMS OF SECTION 15 OF SCHEDULE 7 OF LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT 117 OF 1998 ('THE ACT')**

I refer to the above subject matter and various correspondences exchanged between my office and yourself.

I have assessed, both the complaint against you and your response contained in an email dated 29 May 2023. The outcome of the assessment is attached for your perusal and marked as **Annexure A**.

In terms of section 15 of schedule 7, I am required to give you a reasonable opportunity to reply in writing regarding the alleged breach. I am therefore requesting your written reply to the allegations as soon as possible but not later than **14 July 2023**.

After the stipulated date of reply, I will then report the matter to the meeting of Municipal Council.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Alderlady Gr Wolmarans', is written over a horizontal line.

---

**ALDERLADY GR WOLMARANS**

**SPEAKER OF THE GARDEN ROUTE DISTRICT MUNICIPALITY**

**BACK TO AGENDA**

DISTRICT COUNCIL

26 JULY 2023

**1. REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR / VERSLAG: ARTIKEL 52  
VERANTWOORDELIKHEDE VAN DIE BURGEMEESTER / INGXELO: U MHLATHI 52 - UXANDUVA  
LUKA SODOLOPHU**

(6/18/7)

18 July 2023

**REPORT FROM THE EXECUTIVE MAYOR (M BOOYSEN)**

**2. PURPOSE OF THE REPORT**

The report is tabled to Council in terms of Section 52(d) as required in terms of the Municipal Finance Management Act 56 of 2003.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Section 52 of the Municipal Finance Management Act 2003 (No.56) (MFMA) requires the Mayor to report to Council on the financial affairs of the municipality.

**Section 52 (d)**

**The mayor of a municipality –**

**Must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.**

The purpose of the report is to inform Council of the implementation of the budget and the financial affairs for quarter three ended 30 June 2023.

**5. RECOMMENDATION**

That the Committee notes the quarterly report on the implementation of the budget and the financial affairs of the municipality for the year to date and the quarter ending 30 June 2023.

**AANBEVELING**

*Dat die Komitee kennis neem van die kwartaalverslag rakende die implementering van die begroting en die finansiële posisie van die munisipaliteit vir die jaar tot datum en die kwartaal geëindig 30 Junie 2023.*

**ISINDULULO**

Sesozokuba iKomiti lithathele ingqalelo ingxelo ngokumiselwa kolwabiwo-mali kunye nemivimbi yezemali zomasiapala kunyaka uzakuthi ga ngomhla kunye nekota ephela 30 kweyeSilimela 2023.

**6. DISCUSSION / CONTENTS****6.1 BACKGROUND**

Section 52 of the Municipal Finance Management Act 2003 (No.56) (MFMA) requires the Mayor to report to Council on the financial affairs of the municipality.

**Section 52 (d)****The mayor of a municipality –**

**Must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.**

**6.2 DISCUSSION**

Section 52 of the Municipal Finance Management Act 2003 (No.56) (MFMA) requires the Mayor to report to Council on the financial affairs of the municipality.

**Section 52 (d)****The mayor of a municipality –**

**Must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.**

**6.3 FINANCIAL IMPLICATIONS**

As contained in the attached report.

**6.4 LEGAL IMPLICATIONS**

None. The following legislation applies:

- Municipal Finance Management Act, No 56 of 2003, section 52
- Municipal Budget and Reporting Regulations, 17 April 2009

**6.5 STAFF IMPLICATION**

None

**6.6 PREVIOUS / RELEVANT COUNCIL RESOLUTIONS:**

There are no previous or relevant Council resolutions related to this matter.

**6.7 RISK IMPLICATIONS**

There are no foreseen risks.

**6.8 COMMENTS FROM EXECUTIVE MANAGEMENT:**

**6.8 COMMENTS FROM EXECUTIVE MANAGERS**

**6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report IS acknowledged.

**6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

**ANNEXURE**

Section 52 Report



## SECTION 52

# QUARTERLY FINANCIAL MANAGEMENT REPORT – Q4 ended 30 JUNE 2023

**Garden Route District Municipality**  
**Head Office:** 54 York Street, George, 6530  
**Tel:** 044 803 1300, **Fax:** 086 555 6303  
[www.gardenroute.gov.za](http://www.gardenroute.gov.za)

[www.facebook.com/gardenroutedm](https://www.facebook.com/gardenroutedm)
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[YouTube](https://www.youtube.com/gardenroutedm)
[LinkedIn](https://www.linkedin.com/company/gardenroute-dm)

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## Glossary

**Annual Budget** – Prescribed in section 16 of the MFMA - the formal means by which a Municipality approve official budget for the next three years.

**Adjustment Budget** – Prescribed in section 28 of the MFMA – the formal means by which a Municipality may revised its annual budget during the year.

**Allocations (Transfers – see DORA)** – Money received from Provincial or National Government.

**Budget Related Policy (ies)** – Policies of a Municipality affecting or affected by the budget, examples include Tariff Policy, Rates Policy, Credit Control and Debt Collection Policies.

**Capital Expenditure** - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet and must be included in the asset register.

**Cash Flow Statement** – A statement showing when actual cash will be received and spent by the Municipality. Payments do not always coincide with budgeted expenditure timings - for example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.

**DORA** – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government (see Allocations / Transfers).

**Equitable Share** – A general grant paid to municipalities. It is predominantly targeted to help with free basic services.

**Fruitless and Wasteful Expenditure** – Expenditure that was made in vain and would/should have been avoided had reasonable care been exercised.

**GFS** – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

**GRAP** – Generally Recognised Accounting Practice. The new standard for municipal accounting.

**IDP** – Integrated Development Plan. The main strategic planning document of the Municipality

**MBRR** – Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations dated April 2009.

**MFMA** – The Municipal Finance Management Act – Act No. 56 of 2003. The principle piece of legislation relating to municipal financial management.

**MSCOA** – Municipal Standard Chart of Account

**MTREF** – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years' budget allocations. Also includes details of the previous and current years' financial position.

**Operating Expenditure** – The day-to-day expenses of the Municipality such as salaries and wages.

**Rates** – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the Rand.

**SDBIP** – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budgeted estimates.

**Strategic Objectives** – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

**Unauthorised Expenditure** – Generally, spending without, or in excess of, an Approved Budget.

**Virement** – A transfer of funds.

**Virement Policy** - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

**Vote** – One of the main segments into which a budget is divided. In Garden Route District this means the different GFS classification the budget is divided.

## Legislative Framework

This report has been prepared in terms of the following enabling legislation:

### **The Municipal Finance Management Act – Act No. 56 of 2003**

- Section 52: Quarterly budget statements

### **Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations**

## **PART 1 – IN-YEAR REPORT**

### **SECTION 1 – MAYORAL FOREWORD**

Honourable Speaker, leaders of the opposition, honourable members of the Garden Route District Council on both sides of the house, the Municipal Manager and his Executive Management Team, staff members, members of the media, interest groups and the citizens of the Garden Route District, I would like to express a hearty warm welcome to you all.

*Herewith an executive summary of the performance of the Council for the 4<sup>th</sup> Quarter ending 30 June 2023. The actual and budgeted figures reported, include the Roads Operational Budget.*

These figures are presented in terms of Section 52 of the MFMA. The information is presented for the 4<sup>th</sup> Quarter ending 30 June 2023.

### **Revenue by source**

The total revenue received by source for the 4<sup>th</sup> quarter amounts to **R59,935,855**, against an adjusted budget of **R487,921,059**. This represents **12%** recording of revenue for the fourth quarter, this was slightly under the expected performance of 25% for the fourth quarter as the majority of the grants were received in the previous quarters; and 43% of the revenue related to the Roads Agency function. The other 57% revenue received derived from interest on investments, fire services revenue, health services revenue and resorts revenue.

## Operating Expenditure by source

For the 4<sup>th</sup> quarter of the financial year the municipality recorded expenditure performance of **R111,415,663** against an adjusted budget of **R496,081,438**, representing **22%** of expenditure for the fourth quarter.

The salary related expenditure for the fourth quarter was **R64,847,411** to an adjusted budget of **R284,510,402** (which includes contributions to post-retirement benefits), representing **23%** spending of the budget for the fourth quarter. This is slightly below the 25%, however it should be noted that bonus are paid to employees in November and December (full thirteenth cheque) and the adjustments to the post-retirement benefits are only processed after year-end and also after the actuarial valuations have been performed.

The councillor remuneration expenditure for the fourth quarter amounted to **R3,080,897** to an adjusted budget of **R13,285,973**, representing **23%** of the budget.

Spending on contracted services was **R9,149,471** in the fourth quarter representing **13%** spending of an adjusted budget of **R68,025,248** for the quarter, The majority of the contracted services relate to the aerial firefighting support.

Spending on other expenditure was **R18,475,390** in the fourth quarter representing **28%** spending of an adjusted budget of **R66,795,380** (including Roads Budget) for the quarter, this was above the expected performance of 25% for the quarter.

## Capital Expenditure

The adjusted capital budget for the 2022/23 financial year totals **R38,440,814**. R26,577,183 relates to the construction of the Regional Waste Management Facility (RWMF) and commenced during the 4<sup>th</sup> quarter. The tender has been awarded and all SCM processes concluded, contract with the successful tenderer for the construction has been signed This project will be financed by external loan, loan process has been concluded and contract negotiations underway with successful banking institution.

A further R6 million funded by own sources is for the construction of the new District Fire Station. The tender has been awarded and construction is in progress and will be completed during 2023/2024 year. R3m grant allocation has been received from Province to assist in the funding of the construction of the fire station and another R4 million will be funded from own sources for 2023/2024.

For the fourth quarter, capital expenditure was **R17,973,420**, representing **47%** of the budget. Refer to paragraphs above explaining why this is the case, as the majority of the budget is on projects where expenditure is estimated to be incurred later in the year. In total for the financial year R 22.8m was spend of the allocated R38.4m capital budget, resulting in **59%** spending of the total capital budget for the year.

Refer to detailed capital expenditure performance on page **36**.

## **SECTION 2 – RESOLUTIONS**

### **Municipal Financial Management Act, 56 of 2003 - SECTION 52: General responsibilities of the Mayor**

This is the resolution being presented by the Executive Mayor to Council in the quarterly report on the implementation of the budget and the financial state of affairs of the municipality as required in terms of section 52 of the Municipal Finance Management Act 56 of 2003.

#### **RECOMMENDATION:**

That Council takes note of the quarterly report on the implementation of the budget and the financial affairs of the municipality for the year to date and the quarter ending 30 June 2023.

## **SECTION 3 – EXECUTIVE SUMMARY**

### **3.1 Introduction**

These figures are presented in terms of section 52(d) of the MFMA. The information is presented for the 4<sup>th</sup> quarter ending 30 June 2023.

## 3.2 Consolidated performance

### 3.2.1 Against annual budget (adjusted)

*The actual and budgeted figures reported, includes the Roads function.*

#### Revenue by source

The total revenue received by source for the 4<sup>th</sup> quarter amounts to **R59,935,855** against an adjusted budget of **R487,921,059**. This represents **12%** recording of revenue for the fourth quarter, this was slightly under the expected performance of 25% for the fourth quarter as the majority of the grants were received previous quarters; 43% of the revenue related to the Roads Agency function. The other 57% revenue received derived from interest on investments, fire services revenue, health services revenue and resorts revenue.

#### Operating Expenditure by type

For the 4<sup>th</sup> quarter of the financial year the municipality recorded expenditure performance of **R111,415,663** against an adjusted budget of **R496,081,438**, representing **22%** of expenditure for the fourth quarter, this is a little below the expected performance of 25% for the quarter.

#### Capital Expenditure

The approved adjusted capital budget for the 2022/23 financial year totals **R38,440,814**. For the fourth quarter, capital expenditure was **R17,973,420**, representing **47%** of the budget. Refer to paragraph above explaining why this is the case, as the majority of the budget is on projects whose expenditure is set to be incurred later in the year.

## 3.3 Material variances from SDBIP

Attached to this report as Annexure is the SDBIP report for the 4<sup>th</sup> quarter ending 30 June 2023.

Management of the SDBIP and achievement of actuals against KPI target are done via the Performance Management Section situated in the Office of the Municipal Manager.

### **3.4 Conclusion**

Detailed analysis of the municipal performance for the 4<sup>th</sup> quarter ending 30 June 2023 will be presented under the different sections of the report. More information regarding the municipal performance and explanations will be provided below.

## SECTION 4 – IN-YEAR BUDGET STATEMENT TABLES

### 4.1 Monthly budget statement

#### 4.1.1 Table C1: S71 Monthly Budget Statement Summary

DC4 Garden Route - Table C1 Monthly Budget Statement Summary - Q4 Fourth Quarter

Description	2021/22	Budget Year 2022/23							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	–	–	–	–	–	–	–		–
Service charges	–	11 168	–	–	–	–	–		–
Investment revenue	8 271	9 010	9 560	1 999	9 700	9 560	140	1%	9 560
Transfers and subsidies	183 567	228 660	232 030	–	187 655	232 030	(43 751)	-19%	232 030
Other own revenue	204 463	220 312	240 731	20 552	244 326	240 731	2 971	1%	240 731
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>396 301</b>	<b>469 150</b>	<b>482 321</b>	<b>22 550</b>	<b>441 681</b>	<b>482 321</b>	<b>(40 641)</b>	<b>-8%</b>	<b>482 321</b>
Employee costs	275 308	288 669	284 510	22 391	278 467	284 510	(6 043)	-2%	284 510
Remuneration of Councillors	11 829	12 542	13 286	996	12 693	13 286	(593)	-4%	13 286
Depreciation & asset impairment	4 605	4 986	4 982	444	4 632	4 982	(350)	-7%	4 982
Finance charges	28	73	73	–	–	73	(73)	-100%	73
Inventory consumed and bulk purchases	44 148	51 011	53 073	5 480	51 203	53 073	(1 870)	-4%	53 073
Transfers and subsidies	5 296	1 835	3 703	1 299	3 201	3 703	(502)	-14%	3 703
Other expenditure	74 405	128 180	136 453	11 716	90 932	136 453	(45 521)	-33%	136 453
<b>Total Expenditure</b>	<b>415 618</b>	<b>487 297</b>	<b>496 081</b>	<b>42 326</b>	<b>441 128</b>	<b>496 081</b>	<b>(54 953)</b>	<b>-11%</b>	<b>496 081</b>
<b>Surplus/(Deficit)</b>	<b>(19 317)</b>	<b>(18 147)</b>	<b>(13 760)</b>	<b>(19 776)</b>	<b>552</b>	<b>(13 760)</b>	<b>14 313</b>	<b>-104%</b>	<b>(13 760)</b>
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	–	4 000	5 600	–	5 600	5 600	–		5 600
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers	191	7 200	–	–	–	–	–		–
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>(19 126)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>	<b>14 313</b>	<b>-175%</b>	<b>(8 160)</b>
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
<b>Surplus/ (Deficit) for the year</b>	<b>(19 126)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>	<b>14 313</b>	<b>-175%</b>	<b>(8 160)</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>9 645</b>	<b>126 642</b>	<b>38 441</b>	<b>13 949</b>	<b>22 809</b>	<b>38 441</b>	<b>(15 695)</b>	<b>-41%</b>	<b>38 441</b>
Capital transfers recognised	381	11 200	5 815	100	3 353	5 815	(2 462)	-42%	5 815
Borrowing	–	107 232	26 577	12 784	13 374	26 577	(13 204)	-50%	26 577
Internally generated funds	<b>9 264</b>	<b>8 210</b>	<b>6 049</b>	<b>1 065</b>	<b>6 083</b>	<b>6 049</b>	<b>(30)</b>	<b>-0%</b>	<b>6 049</b>
<b>Total sources of capital funds</b>	<b>9 645</b>	<b>126 642</b>	<b>38 441</b>	<b>13 949</b>	<b>22 809</b>	<b>38 441</b>	<b>(15 695)</b>	<b>-41%</b>	<b>38 441</b>
<b>Financial position</b>									
Total current assets	147 663	283 780	163 930		156 683				163 930
Total non current assets	286 975	431 969	328 953		313 607				328 953
Total current liabilities	53 413	33 460	62 133		34 980				62 133
Total non current liabilities	131 669	376 559	171 740		143 981				171 740
Community wealth/Equity	<b>249 556</b>	<b>305 730</b>	<b>259 009</b>		<b>291 329</b>				<b>259 009</b>
<b>Cash flows</b>									
Net cash from (used) operating	226 844	(14 037)	(5 154)	(17 172)	12 945	(5 154)	(19 333)	375%	(5 154)
Net cash from (used) investing	(8 144)	(126 615)	(38 413)	20 670	11 810	(38 413)	(11 605)	30%	(38 413)
Net cash from (used) financing	–	107 232	26 577	–	–	26 577	26 577	100%	26 577
<b>Cash/cash equivalents at the month/year end</b>	<b>388 451</b>	<b>229 622</b>	<b>125 069</b>	<b>120 140</b>	<b>120 140</b>	<b>125 069</b>	<b>(4 360)</b>	<b>-3%</b>	<b>125 069</b>
<b>Debtors &amp; creditors analysis</b>	<b>0-30 Days</b>	<b>31-60 Days</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>121-150 Dys</b>	<b>151-180 Dys</b>	<b>181 Dys-1 Yr</b>	<b>Over 1Yr</b>	<b>Total</b>
<b>Debtors Age Analysis</b>									
Total By Income Source	13 619	1 440	617	1 491	770	1 227	7 254	33 951	60 369
<b>Creditors Age Analysis</b>									
Total Creditors	3 225	3 529	477	66	1	–	35	421	7 754

#### 4.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

DC4 Garden Route - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Q4 Fourth Quarter

Description	Ref	2021/22	Budget Year 2022/23							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	<b>1</b>									
<b>Revenue - Functional</b>										
<i><b>Governance and administration</b></i>		<b>221 855</b>	<b>285 116</b>	<b>281 821</b>	<b>5 240</b>	<b>237 094</b>	<b>281 821</b>	<b>(44 727)</b>	<b>-16%</b>	<b>281 821</b>
Executive and council		220 980	284 542	280 850	5 116	235 203	280 850	(45 647)	-16%	280 850
Finance and administration		875	574	971	124	1 891	971	920	95%	971
Internal audit		-	-	-	-	-	-	-	-	-
<i><b>Community and public safety</b></i>		<b>8 440</b>	<b>8 175</b>	<b>12 091</b>	<b>721</b>	<b>9 434</b>	<b>12 091</b>	<b>(2 657)</b>	<b>-22%</b>	<b>12 091</b>
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		8 134	7 761	11 677	690	9 054	11 677	(2 623)	-22%	11 677
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		306	414	414	31	380	414	(34)	-8%	414
<i><b>Economic and environmental services</b></i>		<b>166 063</b>	<b>174 784</b>	<b>194 010</b>	<b>16 589</b>	<b>200 753</b>	<b>194 010</b>	<b>6 743</b>	<b>3%</b>	<b>194 010</b>
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		165 982	174 659	193 885	16 578	200 675	193 885	6 790	4%	193 885
Environmental protection		80	125	125	11	78	125	(47)	-38%	125
<i><b>Trading services</b></i>		<b>-</b>	<b>12 275</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	12 275	-	-	-	-	-	-	-
<i><b>Other</b></i>	<b>4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue - Functional</b>	<b>2</b>	<b>396 358</b>	<b>480 350</b>	<b>487 921</b>	<b>22 550</b>	<b>447 281</b>	<b>487 921</b>	<b>(40 641)</b>	<b>-8%</b>	<b>487 921</b>
<b>Expenditure - Functional</b>										
<i><b>Governance and administration</b></i>		<b>138 320</b>	<b>183 489</b>	<b>181 477</b>	<b>14 997</b>	<b>138 786</b>	<b>181 477</b>	<b>(42 692)</b>	<b>-24%</b>	<b>181 477</b>
Executive and council		48 486	51 514	51 265	5 187	43 795	51 265	(7 470)	-15%	51 265
Finance and administration		87 078	129 055	127 226	9 578	92 065	127 226	(35 161)	-28%	127 226
Internal audit		2 756	2 919	2 987	232	2 926	2 987	(60)	-2%	2 987
<i><b>Community and public safety</b></i>		<b>83 854</b>	<b>89 679</b>	<b>89 798</b>	<b>6 848</b>	<b>84 284</b>	<b>89 798</b>	<b>(5 515)</b>	<b>-6%</b>	<b>89 798</b>
Community and social services		9 004	7 917	7 307	589	6 814	7 307	(493)	-7%	7 307
Sport and recreation		11 768	13 387	12 912	1 129	11 445	12 912	(1 467)	-11%	12 912
Public safety		26 063	28 916	28 928	2 157	27 836	28 928	(1 092)	-4%	28 928
Housing		-	-	-	-	-	-	-	-	-
Health		37 019	39 460	40 652	2 972	38 189	40 652	(2 463)	-6%	40 652
<i><b>Economic and environmental services</b></i>		<b>188 785</b>	<b>197 403</b>	<b>219 648</b>	<b>20 037</b>	<b>213 518</b>	<b>219 648</b>	<b>(6 130)</b>	<b>-3%</b>	<b>219 648</b>
Planning and development		16 743	16 302	18 853	2 376	18 512	18 853	(341)	-2%	18 853
Road transport		168 568	177 203	197 136	17 308	191 461	197 136	(5 674)	-3%	197 136
Environmental protection		3 474	3 898	3 660	353	3 545	3 660	(114)	-3%	3 660
<i><b>Trading services</b></i>		<b>2 178</b>	<b>14 051</b>	<b>2 704</b>	<b>266</b>	<b>2 113</b>	<b>2 704</b>	<b>(592)</b>	<b>-22%</b>	<b>2 704</b>
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		2 178	14 051	2 704	266	2 113	2 704	(592)	-22%	2 704
<i><b>Other</b></i>		<b>2 482</b>	<b>2 676</b>	<b>2 454</b>	<b>178</b>	<b>2 428</b>	<b>2 454</b>	<b>(26)</b>	<b>-1%</b>	<b>2 454</b>
<b>Total Expenditure - Functional</b>	<b>3</b>	<b>415 618</b>	<b>487 297</b>	<b>496 081</b>	<b>42 326</b>	<b>441 128</b>	<b>496 081</b>	<b>(54 953)</b>	<b>-11%</b>	<b>496 081</b>
<b>Surplus/ (Deficit) for the year</b>		<b>(19 261)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>	<b>14 313</b>	<b>-175%</b>	<b>(8 160)</b>

This table reflects the operating budget (Financial Performance) in the standard classifications that is the Government Finance Statistics Functions and Sub-function. The main functions are Governance and Administration, Community and Public Safety, Economic and Environmental Services and Trading services.

### **Operating Revenue:**

Table C2 reflects the financial performance per Standard Classification and shows that most of the municipal funds are received under the Executive and Council classification and the roads transport for the roads function performed on behalf of Province Government. This is because the municipality budget most of its income under the Governance and administration function of the Government Financial Statistics (GFS) classification.

The total revenue received by source for the 4<sup>th</sup> quarter amounts to **R59,935,855**, against an adjusted budget of **R487,921,059**. This represents **12%** recording of revenue for the fourth quarter, this was slightly under the expected performance of 25% for the third quarter; and 43% of the revenue related to the Roads Agency function. The other 57% revenue received derived from interest on investments, fire services revenue, health services revenue and resorts revenue.

### **Operating Expenditure**

The total operating expenditure for the 4<sup>th</sup> quarter amounts to **R111,415,663** against an adjusted budget of **R496,081,438**, representing **22%** of expenditure for the fourth quarter ending 30 June 2023.

More details regarding the operational expenditures are included in the report below under expenditure by type.

In Table C3, Financial Performance is reported by municipal vote:

### 4.1.3 Table C3: Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

DC4 Garden Route - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Q4 Fourth Quarter

Vote Description	Ref	2021/22	Budget Year 2022/23							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - Office of the Municipal Manager		221 115	284 542	280 850	5 116	235 203	280 850	(45 647)	-16,3%	280 850
Vote 2 - Office of the Municipal Manager (cont)		-	-	-	-	-	-	-	-	-
Vote 3 - Financial Services		8	-	-	124	124	-	124	#DIV/0!	-
Vote 4 - Financial Services (cont)		-	-	-	-	-	-	-	-	-
Vote 5 - Corporate Services		867	574	971	-	1 764	971	793	81,6%	971
Vote 6 - Corporate Services (cont)		-	-	-	-	-	-	-	-	-
Vote 7 - Community Services		306	414	414	31	380	414	(34)	-8,2%	414
Vote 8 - Community Services (cont)		80	12 400	125	11	78	125	(47)	-37,7%	125
Vote 9 - Planning and Economic Development		-	-	-	-	4	-	4	#DIV/0!	-
Vote 10 - Planning and Economic Development (cont)		4 763	3 015	6 030	572	5 373	6 030	(657)	-10,9%	6 030
Vote 11 - Planning and Economic Development(cont2)		3 371	4 746	5 646	119	3 681	5 646	(1 966)	-34,8%	5 646
Vote 12 - Roads		165 982	174 659	193 885	16 578	200 675	193 885	6 790	3,5%	193 885
Vote 13 - Roads (cont)		-	-	-	-	-	-	-	-	-
Vote 14 -		-	-	-	-	-	-	-	-	-
Vote 15 -		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	396 492	480 350	487 921	22 550	447 281	487 921	(40 641)	-8,3%	487 921
Expenditure by Vote	1									
Vote 1 - Office of the Municipal Manager		55 068	56 625	58 888	5 649	51 440	58 888	(7 447)	-12,6%	58 888
Vote 2 - Office of the Municipal Manager (cont)		6 326	6 208	6 473	682	6 386	6 473	(87)	-1,3%	6 473
Vote 3 - Financial Services		18 395	20 275	21 235	1 546	18 172	21 235	(3 063)	-14,4%	21 235
Vote 4 - Financial Services (cont)		5 525	5 902	6 087	455	5 935	6 087	(152)	-2,5%	6 087
Vote 5 - Corporate Services		16 093	54 827	49 127	3 267	19 442	49 127	(29 685)	-60,4%	49 127
Vote 6 - Corporate Services (cont)		24 572	26 371	26 200	2 199	24 033	26 200	(2 166)	-8,3%	26 200
Vote 7 - Community Services		48 451	51 577	52 097	3 952	48 942	52 097	(3 155)	-6,1%	52 097
Vote 8 - Community Services (cont)		30 589	45 657	34 060	2 605	32 313	34 060	(1 747)	-5,1%	34 060
Vote 9 - Planning and Economic Development		16 728	17 965	17 800	1 548	18 082	17 800	283	1,6%	17 800
Vote 10 - Planning and Economic Development (cont)		22 365	21 210	23 470	2 706	21 488	23 470	(1 982)	-8,4%	23 470
Vote 11 - Planning and Economic Development(cont2)		2 939	3 478	3 509	409	3 432	3 509	(77)	-2,2%	3 509
Vote 12 - Roads		98 845	101 065	125 593	11 300	125 693	125 593	100	0,1%	125 593
Vote 13 - Roads (cont)		69 723	76 138	71 542	6 008	65 768	71 542	(5 774)	-8,1%	71 542
Vote 14 -		-	-	-	-	-	-	-	-	-
Vote 15 -		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	415 618	487 297	496 081	42 326	441 128	496 081	(54 953)	-11,1%	496 081
Surplus/ (Deficit) for the year	2	(19 126)	(6 947)	(8 160)	(19 776)	6 152	(8 160)	14 313	-175,4%	(8 160)

Revenue and expenditure reflects the operating performance per municipal vote. This is in accordance with the Government Financial Statistics (GFS) classification of the National Treasury.

Most of the municipal income is budgeted under the Executive and Council function and roads agency function. Sport and Recreation (Resorts) is the other main municipal function where income budgeting is recorded.

Expenditure per municipal vote is distributed to ensure that the municipal expenditure reflects the functions where expenditure is allocated. This is done to ensure implementation of the Integrated Development Plan (IDP) and for Annual Reporting.

#### 4.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

DC4 Garden Route - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Q4 Fourth Quarter

B04 Garden Route - Table 04: Monthly Budget Statement - Financial Performance (Revenue and Expenditure) - Q4: Fourth Quarter										
Description	Ref	2021/22	Budget Year 2022/23							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<b>Revenue By Source</b>										
Property rates		-	-	-	-	-	-	-		-
Service charges - electricity revenue		-	-	-	-	-	-	-		-
Service charges - water revenue		-	-	-	-	-	-	-		-
Service charges - sanitation revenue		-	-	-	-	-	-	-		-
Service charges - refuse revenue		-	11 168	-	-	-	-	-		-
Rental of facilities and equipment		1 039	2 469	2 469	135	1 313	2 469	(1 156)	-47%	2 469
Interest earned - external investments		8 271	9 010	9 560	1 999	9 700	9 560	140	1%	9 560
Interest earned - outstanding debtors		2 751	3 180	3 180	398	4 189	3 180	1 009	32%	3 180
Dividends received		-	-	-	-	-	-	-		-
Fines, penalties and forfeits		-	-	-	-	-	-	-		-
Licences and permits		80	125	125	11	78	125	(47)	-38%	125
Agency services		183 028	189 287	209 328	17 930	216 223	209 328	6 895	3%	209 328
Transfers and subsidies		183 567	228 660	232 030	-	187 655	232 030	(43 751)	-19%	232 030
Other revenue		17 556	22 711	25 630	1 954	22 399	25 630	(3 855)	-15%	25 630
Gains		8	2 540	-	124	124	-	124	#DIV/0!	-
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>396 301</b>	<b>469 150</b>	<b>482 321</b>	<b>22 550</b>	<b>441 681</b>	<b>482 321</b>	<b>(40 641)</b>	<b>-8%</b>	<b>482 321</b>
<b>Expenditure By Type</b>										
Employee related costs		275 308	288 669	284 510	22 391	278 467	284 510	(6 043)	-2%	284 510
Remuneration of councillors		11 829	12 542	13 286	996	12 693	13 286	(593)	-4%	13 286
Debt impairment		5 976	1 560	1 560	2 160	2 160	1 560	600	38%	1 560
Depreciation & asset impairment		4 605	4 986	4 982	444	4 632	4 982	(350)	-7%	4 982
Finance charges		28	73	73	-	-	73	(73)	-100%	73
Bulk purchases - electricity		-	-	-	-	-	-	-		-
Inventory consumed		44 148	51 011	53 073	5 480	51 203	53 073	(1 870)	-4%	53 073
Contracted services		20 812	79 177	68 025	4 053	29 219	68 025	(38 806)	-57%	68 025
Transfers and subsidies		5 296	1 835	3 703	1 299	3 201	3 703	(502)	-14%	3 703
Other expenditure		47 465	47 370	66 795	5 478	59 499	66 795	(7 296)	-11%	66 795
Losses		152	73	73	26	53	73	(19)	-27%	73
<b>Total Expenditure</b>		<b>415 618</b>	<b>487 297</b>	<b>496 081</b>	<b>42 326</b>	<b>441 128</b>	<b>496 081</b>	<b>(54 953)</b>	<b>-11%</b>	<b>496 081</b>
<b>Surplus/(Deficit)</b>		<b>(19 317)</b>	<b>(18 147)</b>	<b>(13 760)</b>	<b>(19 776)</b>	<b>552</b>	<b>(13 760)</b>	<b>14 313</b>	<b>(0)</b>	<b>(13 760)</b>
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		-	4 000	5 600	-	5 600	5 600	-		5 600
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educational Institutions)		134	-	-	-	-	-	-		-
Transfers and subsidies - capital (in-kind - all)		57	7 200	-	-	-	-	-		-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>(19 126)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>			<b>(8 160)</b>
Taxation		-	-	-	-	-	-	-		-
<b>Surplus/(Deficit) after taxation</b>		<b>(19 126)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>			<b>(8 160)</b>
Attributable to minorities		-	-	-	-	-	-			-
<b>Surplus/(Deficit) attributable to municipality</b>		<b>(19 126)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>			<b>(8 160)</b>
Share of surplus/ (deficit) of associate		-	-	-	-	-	-			-
<b>Surplus/ (Deficit) for the year</b>		<b>(19 126)</b>	<b>(6 947)</b>	<b>(8 160)</b>	<b>(19 776)</b>	<b>6 152</b>	<b>(8 160)</b>			<b>(8 160)</b>

## **Revenue by Source**

Revenue by source explains the types of income budgeted for and the performance of these items individually:

### Interest earned – External Investments:

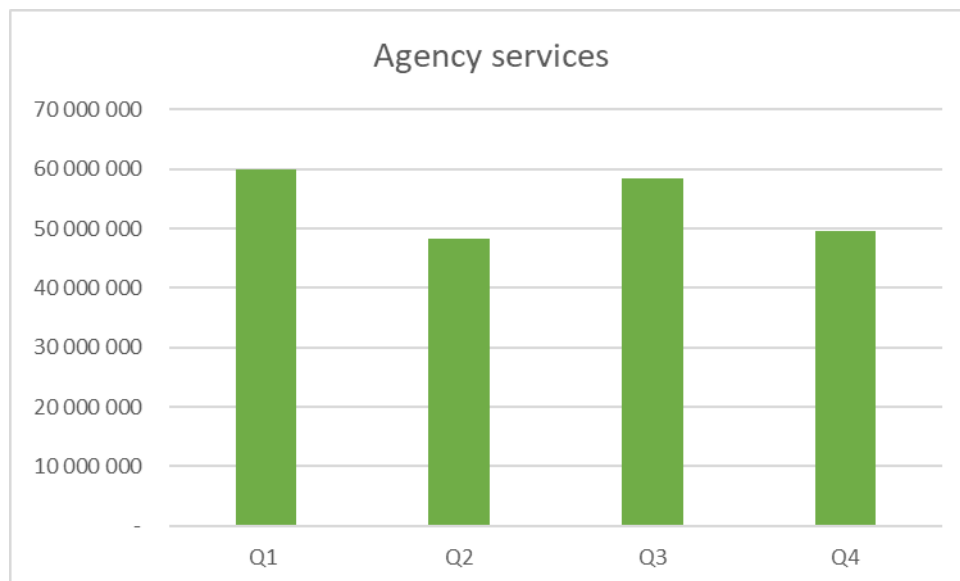
Reflects the interest earned in respect of surplus funds not immediately needed in the operations of the municipality over the short-term period. Interest on external investments received for the fourth quarter ending 30 June 2023 amounted to R3,569,361, all short-term investments matured before 30 June 2023.

### Interest raised – Outstanding debtors

Interest on outstanding debtors for the fourth quarter ending 30 June 2023 amounted to R1,214,176. The majority of the debtors are firefighting debtors.

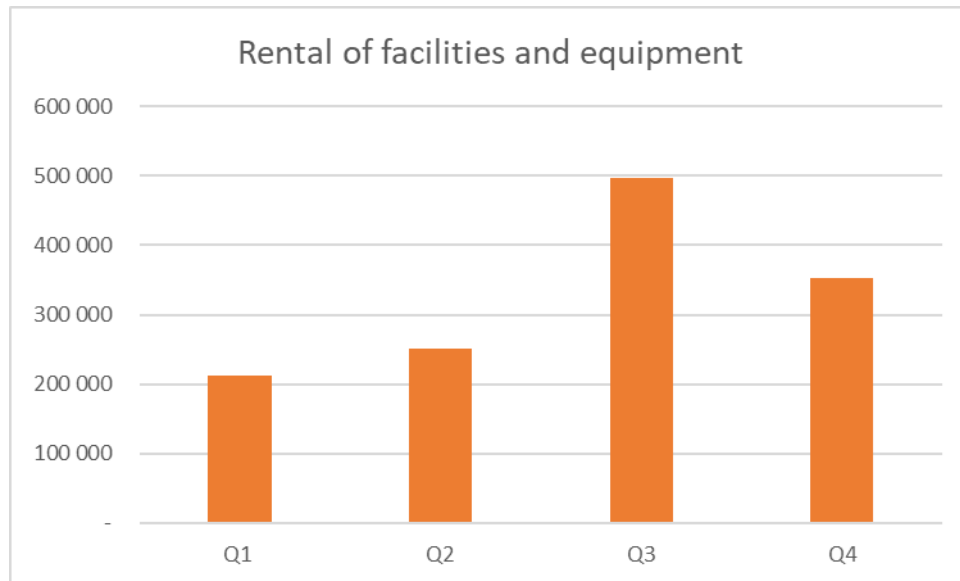
### Agency services

The municipality performs an agency function on behalf of the Department of Transport – Roads department. Monthly agency fees are collected from the department. 12% Admin fee is received on the original allocation and 6% on any additional allocations. An amount of R49,613,814 was recorded for the fourth quarter ending 30 June 2023, the amount includes the admin fee as well as the revenue recognised in relating to the actual expenditure that is reimbursed from the provincial Roads allocation.



### Rental of facilities and equipment:

Rental of facilities and equipment for the fourth quarter ending 30 June 2023 amounted to R352,740

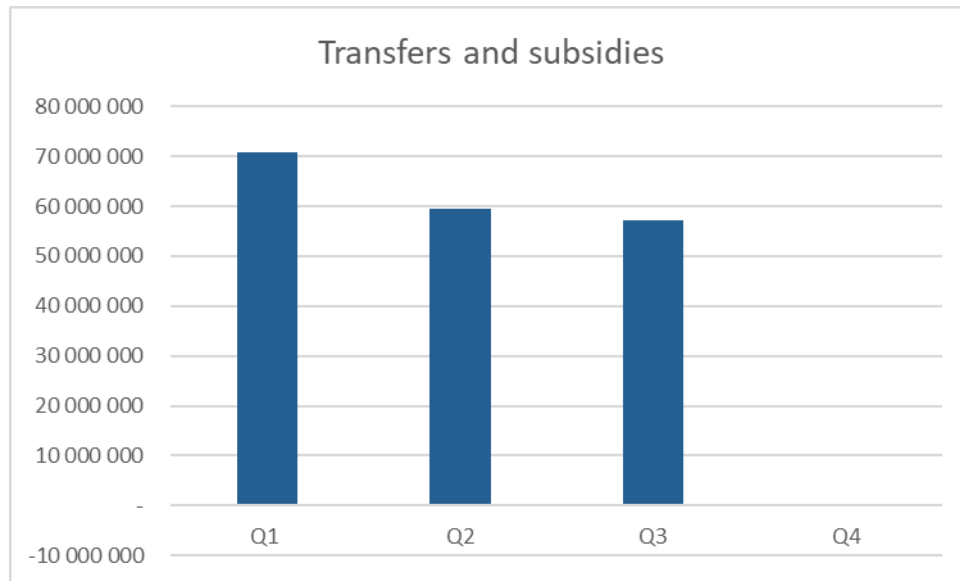


### Transfers recognised – operational

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R67,361,000 for the Equitable Share was received during July 2022. The municipality received its first instalment of R1,815,000 for the Rural Roads Assets Management Grant during July 2022. The municipality received R1,000,000 for the Financial Management Grant (FMG), R610,000 the first instalment of the EPWP grant and a R2,000,000 for the EEDS grant from the National Treasury for the month end 31 August 2022.

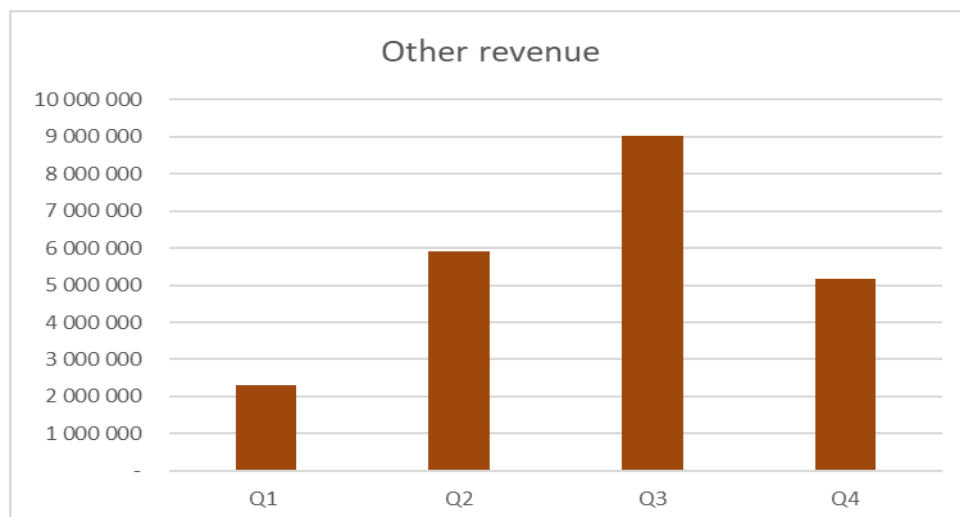
The amount of R1,500,000 was received for Safety Initiative Implementation Plan during the month of October 2022. The municipality received the second instalment to the amount of R1,098,000 for the EPWP grant during the month of 30 November 2022. The municipality received the second instalment of the Equitable Share to the amount of R56,997,000 during the month of 31 December 2022. The municipality received no income from the grants for the month end 31 January 2023. The municipality recorded R300,000 for the Western Cape Financial Recovery Services Grant and R100,000 for Disaster Internship Grant from Provincial Treasury.

The last payment from National Treasury with regards to the EEDS grant to the amount of R1,000,000 were also received during the month of February 2023. The municipality received the last instalment of the Equitable Share to the amount of R48,363,000, R732,000 for the EPWP grant and R779,000 for the Rural Roads Asset Management Grant from National Treasury during the month of 31 March 2023. The Provincial Treasury transferred R5,000,000 with regards to the Human Settlements and an amount of R1,600,000 for the Emergency Municipal Load-Shedding Relief Grant during the month of 31 March 2023.



#### Other revenue / Sundry income

Other revenue reflects an amount of R5,177,659 for the fourth quarter ending 30 June 2023. Other revenue mostly consists of the following: Fire services revenue and health services revenue. The fourth quarter is the peak of fire breakouts, due to high temperatures, mountain winds which result in the faster spread of fires.

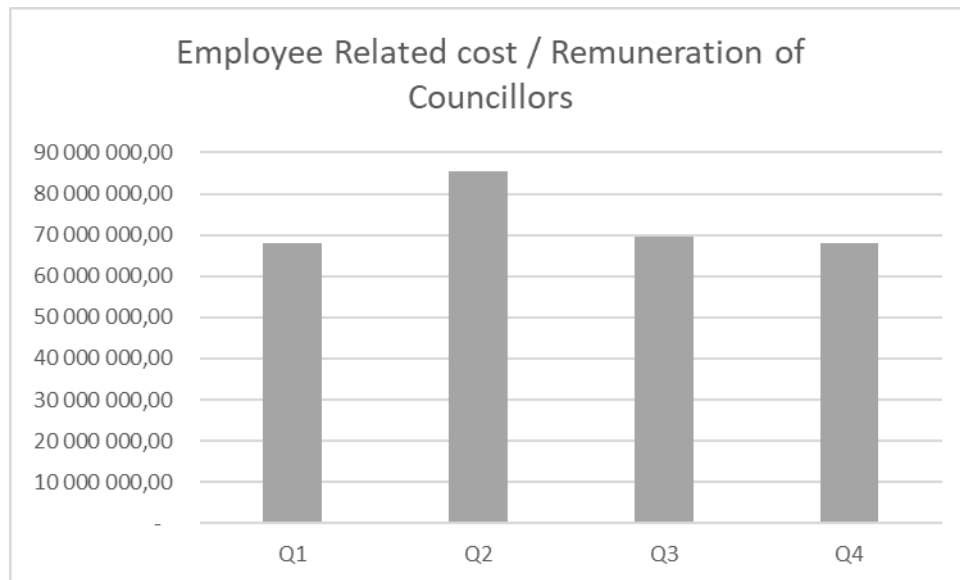


### **Expenditure by Type**

Expenditure by type reflects the operational budget per main type/category of expenditure:

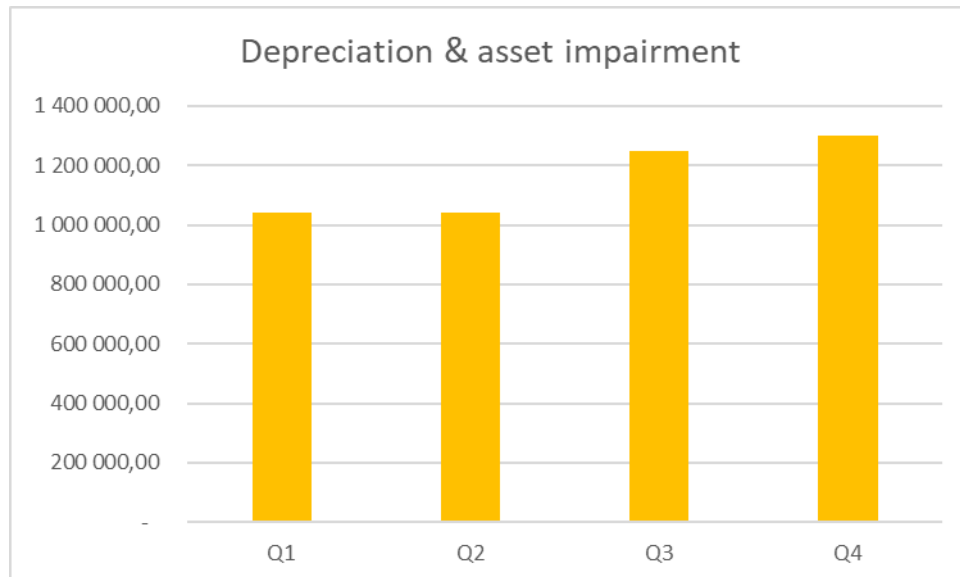
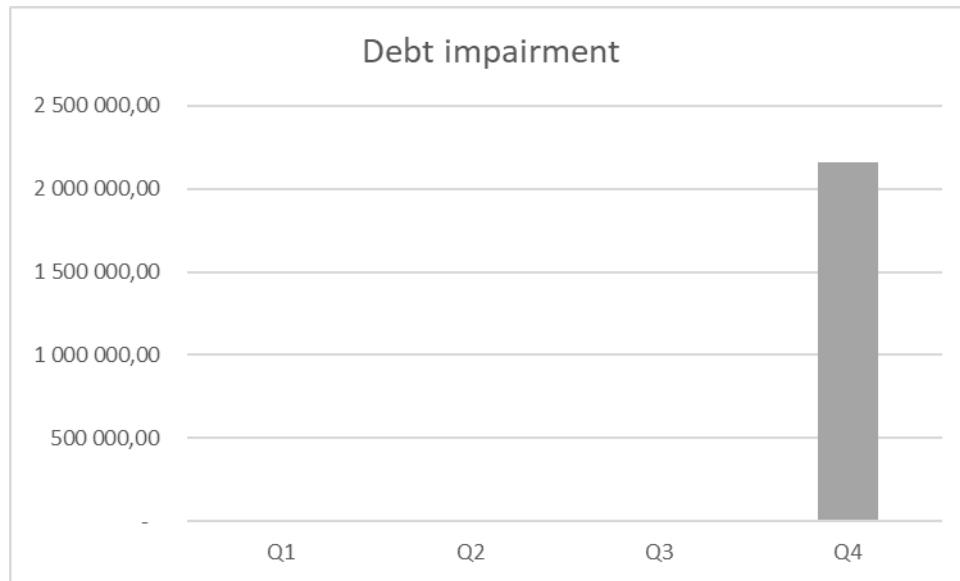
#### Employee Related cost / Remuneration of councillors

Remuneration related expenditure for the fourth quarter ending 30 June 2023 amounted to R67,928,308 of an adjusted budgeted amount of R297,796,375 that represents 23% of the budgeted amount, slightly below the 25%, however the bonus of employees are paid in November and December (quarter 2) and the adjustments to the post-retirement benefits are only processed after year-end after the actuarial valuations have been performed.



#### Debt Impairment / Depreciation and asset impairment

Debt Impairment of R2,160,413 and depreciation of R1,298,239 was recognised for the 4<sup>th</sup> quarter ending 30 June 2023. Debt impairment is performed after year-end and debtor balances have been finalized for financial year.



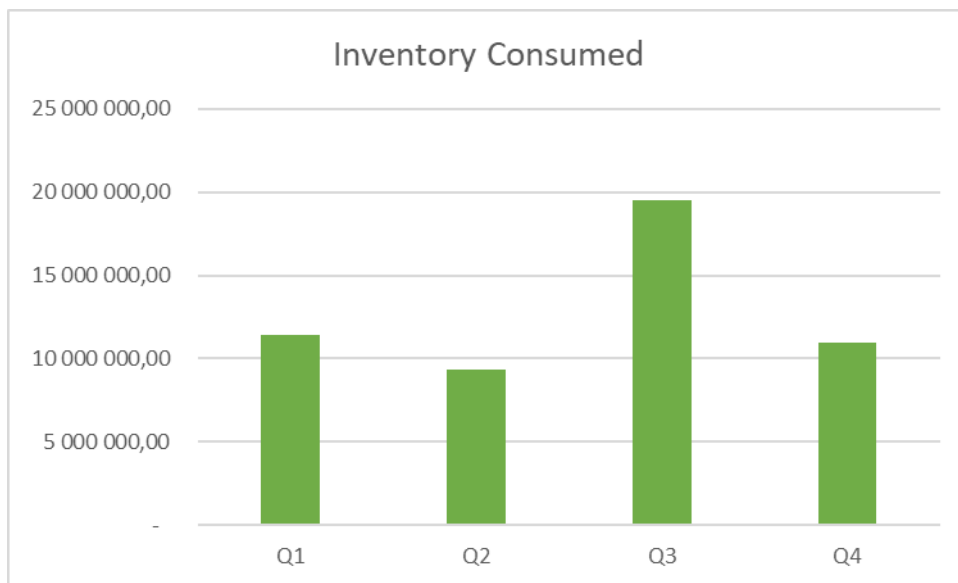
These items account for non-cash budgeted items. The fixed asset register module must still be fully implemented at Garden Route DM by the service provider of the financial system. The municipality are awaiting the service provider to implement the new fixed asset management system as the previous asset management system provider (Market Demand) terminated its services under the mSCOA contract. Phoenix had to develop a new asset register (at no additional cost to municipalities, as this was an mSCOA requirement when National Treasury awarded the transversal tender for financial systems). Garden Route DM must first test the new proposed asset register extensively to ensure it meets the requirements of mSCOA and GRAP and fully integrates seamlessly and correctly with the financial system before it can be implemented. The Asset Verification module has been implemented – the GRAP implementation testing will be done during the course of the year.

### Finance charges

The municipality have no outstanding loans but it is envisioned that a loan will be taken out for the financing of the regional landfill site to be constructed.

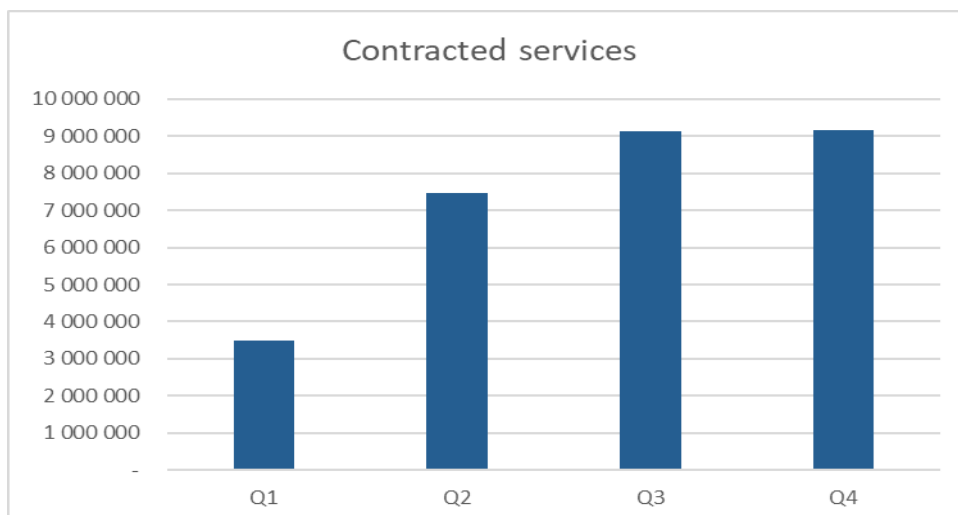
### Other materials

Other materials consist of all inventory consumed purchases for materials and supplies and amounts to R10,925,510 for the fourth quarter ended 30 June 2023 against an adjusted budgeted amount of R53,073,043. The provincial year end for the roads were 31 March 2023 (quarter 3), during the third quarter spending were accelerated to ensure the full allocation received is spend before the provincial year-end.



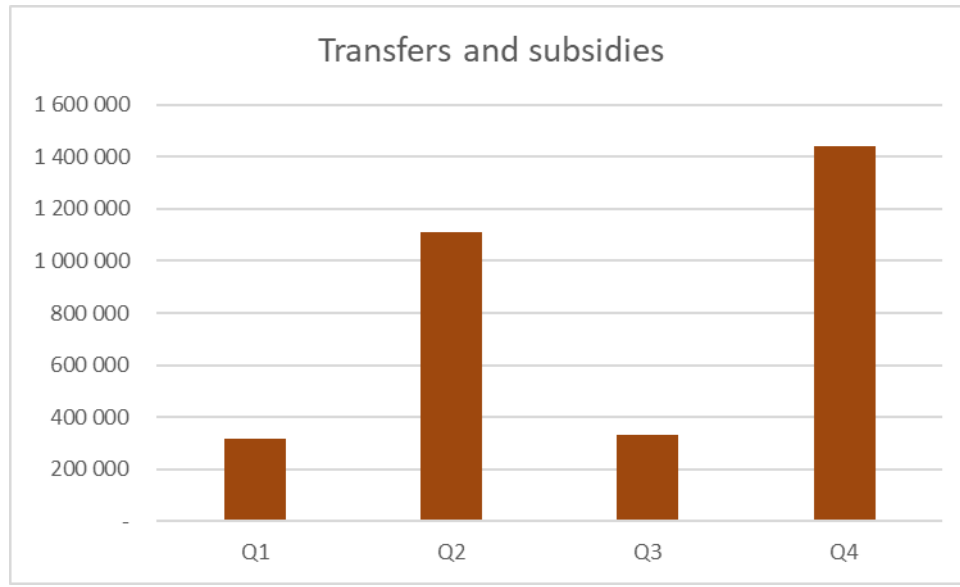
### Contracted services

Contracted services amounted to R9,149,471 for the fourth quarter ending 30 June 2023 and related mostly to the aerial fire fighting support.



### Transfers and subsidies

The transfers and subsidies expenditure for the fourth quarter ended 30 June 2023 amounts to R1,441,613 against an adjusted budgeted amount of R3,703,388.

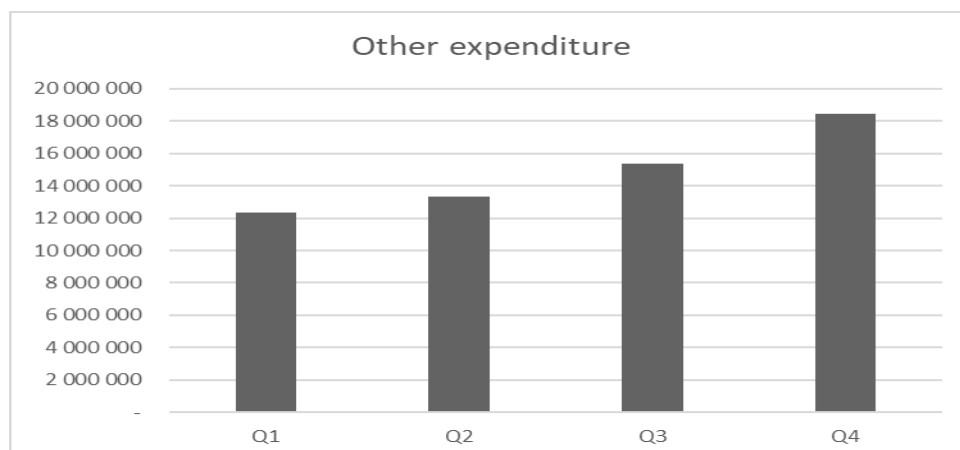


### Other expenditure

Other expenditure reflects all other expenses not specifically mentioned and amounts to R18,475,390 for the fourth quarter ended 30 June 2023.

The other expenditure consists of the following:

- Operating costs and Operating Projects (own funds), refer to Section 12 for the detail of the operating projects.



#### 4.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)

Variances explained in Supporting Table C5

DC4 Garden Route - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Q4 Fourth

Vote Description	Ref	2021/22	Budget Year 2022/23							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	<b>1</b>									
<b>Multi-Year expenditure appropriation</b>	<b>2</b>									
Vote 1 - Office of the Municipal Manager		10	30	30	17	30	30	-		30
Vote 2 - Office of the Municipal Manager (cont)		-	-	-	-	-	-	-		-
Vote 3 - Financial Services		19	30	30	-	20	30	(10)	-32%	30
Vote 4 - Financial Services (cont)		-	-	-	-	-	-	-		-
Vote 5 - Corporate Services		30	30	10	-	5	10	(5)	-45%	10
Vote 6 - Corporate Services (cont)		16	250	500	218	499	500	(1)	0%	500
Vote 7 - Community Services		26	6 890	5 474	764	3 863	5 474	(1 610)	-29%	5 474
Vote 8 - Community Services (cont)		-	107 382	26 727	12 786	13 520	26 727	(13 207)	-49%	26 727
Vote 9 - Planning and Economic Development		-	30	245	61	208	245	(37)	-15%	245
Vote 10 - Planning and Economic Development (cont)		2 992	4 000	5 425	103	4 663	5 425	(827)	-15%	5 425
Vote 11 - Planning and Economic Development(cont2)		-	-	-	-	-	-	-		-
Vote 12 - Roads		-	-	-	-	-	-	-		-
Vote 13 - Roads (cont)		-	-	-	-	-	-	-		-
Vote 14 -		-	-	-	-	-	-	-		-
Vote 15 -		-	-	-	-	-	-	-		-
<b>Total Capital Multi-year expenditure</b>	<b>4,7</b>	<b>3 093</b>	<b>118 642</b>	<b>38 441</b>	<b>13 949</b>	<b>22 809</b>	<b>38 441</b>	<b>(15 695)</b>	<b>-41%</b>	<b>38 441</b>
<b>Single Year expenditure appropriation</b>	<b>2</b>									
Vote 1 - Office of the Municipal Manager		(1 720)	-	-	-	-	-	-		-
Vote 2 - Office of the Municipal Manager (cont)		-	-	-	-	-	-	-		-
Vote 3 - Financial Services		-	-	-	-	-	-	-		-
Vote 4 - Financial Services (cont)		-	-	-	-	-	-	-		-
Vote 5 - Corporate Services		370	-	-	-	-	-	-		-
Vote 6 - Corporate Services (cont)		(1 996)	-	-	-	-	-	-		-
Vote 7 - Community Services		(149)	-	-	-	-	-	-		-
Vote 8 - Community Services (cont)		(16)	-	-	-	-	-	-		-
Vote 9 - Planning and Economic Development		1	7 200	-	-	-	-	-		-
Vote 10 - Planning and Economic Development (cont)		-	800	-	-	-	-	-		-
Vote 11 - Planning and Economic Development(cont2)		-	-	-	-	-	-	-		-
Vote 12 - Roads		4 476	-	-	-	-	-	-		-
Vote 13 - Roads (cont)		-	-	-	-	-	-	-		-
Vote 14 -		-	-	-	-	-	-	-		-
Vote 15 -		5 585	-	-	-	-	-	-		-
<b>Total Capital single-year expenditure</b>	<b>4</b>	<b>6 552</b>	<b>8 000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Total Capital Expenditure</b>		<b>9 645</b>	<b>126 642</b>	<b>38 441</b>	<b>13 949</b>	<b>22 809</b>	<b>38 441</b>	<b>(15 695)</b>	<b>-41%</b>	<b>38 441</b>

The approved adjusted capital budget for the 2022/23 financial year totals **R38,440,814**. R80.6 million decrease in landfill site capital budget, due to shifting of capital expenditure from the 2022/23 to the 2023/24 financial year as construction will commence later due to delays. The delayed expenditure does not cause any loss of funding to Council as this is a loan funded project.

A regional landfill site project steering committee was established represented by the different sections in GRDM consisting of different expertise where pertinent issues are discussed and cleared, timelines and progress is discussed. The tender for the construction of the Regional Waste Management Facility has been awarded, contract negotiations are underway.

The adjusted capital budget for the 2022/23 financial year totals **R38,440,814** and R26,577,183 relates to the construction of the Regional Waste Management Facility (RWMF) and commenced during the 4<sup>th</sup> quarter. The tender has been awarded and all SCM processes concluded, contract with the successful tenderer for the construction has been signed. This project will be financed by external loan, loan process has been concluded and contract negotiations underway with successful banking institution.

A further R6 million funded by own sources is for the construction of the new District Fire Station. The tender has been awarded and construction is in progress and will be completed during 2023/2024 year. R3m grant allocation has been received from Province to assist in the funding of the construction of the fire station and another R4 million will be funded from own sources for 2023/2024.

For the fourth quarter, capital expenditure was **R17,973,420**, representing **47%** of the budget. Refer to paragraphs above explaining why this is the case, as the majority of the budget is on projects where expenditure is estimated to be incurred later in the year. In total for the financial year R 22.8m was spend of the allocated R38.4m capital budget, resulting in **59%** spending of the total capital budget for the year.

#### 4.1.6 Table C6: Monthly Budget Statement - Financial Position

DC4 Garden Route - Table C6 Monthly Budget Statement - Financial Position - Q4 Fourth Quarter

Description	Ref	2021/22	Budget Year 2022/23			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<b>R thousands</b>	<b>1</b>					
<b>ASSETS</b>						
<b>Current assets</b>						
Cash		140 851	224 260	115 997	120 140	115 997
Call investment deposits		276	5 000	5 276	–	5 276
Consumer debtors		11 152	4 368	10 590	15 483	10 590
Other debtors		(12 083)	42 789	24 719	13 157	24 719
Current portion of long-term receivables		4 341	4 246	4 293	4 293	4 293
Inventory		3 126	3 117	3 053	3 611	3 053
<b>Total current assets</b>		<b>147 663</b>	<b>283 780</b>	<b>163 930</b>	<b>156 683</b>	<b>163 930</b>
<b>Non current assets</b>						
Long-term receivables		54 321	61 388	62 764	62 764	62 764
Investments		27	27	28	28	28
Investment property		64 207	57 400	64 187	64 084	64 187
Investments in Associate		–	–	–	–	–
Property, plant and equipment		166 881	313 383	201 060	185 380	201 060
Biological		–	–	–	–	–
Intangible		1 538	(228)	913	1 351	913
Other non-current assets		–	–	–	–	–
<b>Total non current assets</b>		<b>286 975</b>	<b>431 969</b>	<b>328 953</b>	<b>313 607</b>	<b>328 953</b>
<b>TOTAL ASSETS</b>		<b>434 638</b>	<b>715 749</b>	<b>492 882</b>	<b>470 291</b>	<b>492 882</b>
<b>LIABILITIES</b>						
<b>Current liabilities</b>						
Bank overdraft		–	–	–	–	–
Borrowing		(213)	536	100	100	100
Consumer deposits		406	374	468	636	468
Trade and other payables		32 954	948	34 722	8 452	34 722
Provisions		20 265	31 602	26 843	25 792	26 843
<b>Total current liabilities</b>		<b>53 413</b>	<b>33 460</b>	<b>62 133</b>	<b>34 980</b>	<b>62 133</b>
<b>Non current liabilities</b>						
Borrowing		725	236 166	26 583	–	26 583
Provisions		130 944	140 393	145 157	143 981	145 157
<b>Total non current liabilities</b>		<b>131 669</b>	<b>376 559</b>	<b>171 740</b>	<b>143 981</b>	<b>171 740</b>
<b>TOTAL LIABILITIES</b>		<b>185 082</b>	<b>410 019</b>	<b>233 873</b>	<b>178 962</b>	<b>233 873</b>
<b>NET ASSETS</b>	<b>2</b>	<b>249 556</b>	<b>305 730</b>	<b>259 009</b>	<b>291 329</b>	<b>259 009</b>
<b>COMMUNITY WEALTH/EQUITY</b>						
Accumulated Surplus/(Deficit)		191 854	245 217	206 079	238 399	206 079
Reserves		57 702	60 513	52 930	52 930	52 930
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	<b>2</b>	<b>249 556</b>	<b>305 730</b>	<b>259 009</b>	<b>291 329</b>	<b>259 009</b>

The financial position of Council is recorded at the end of the fourth quarter ending 30 June 2023.

#### 4.1.7 Table C7: Monthly Budget Statement - Cash Flow

DC4 Garden Route - Table C7 Monthly Budget Statement - Cash Flow - Q4 Fourth Quarter

DC4 Garden Route - Table C7: Monthly Budget Statement - Cash Flow - Q4 Fourth Quarter											
Description	Ref	2021/22	Budget Year 2022/23								
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast	
R thousands	1										
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Property rates								-			
Service charges		-	11 168	-	-	-	-	-		-	
Other revenue		(7 890)	81 249	79 608	20 552	244 326	79 608	(283 736)	-356%	79 608	
Transfers and Subsidies - Operational		357 672	359 315	387 185	-	187 655	387 185	(47 989)	-12%	387 185	
Transfers and Subsidies - Capital		-	4 000	5 700	-	5 600	5 700	900	16%	5 700	
Interest		992	9 010	9 560	1 999	9 700	9 560	(7 265)	-76%	9 560	
Dividends								-			
Payments											
Suppliers and employees		(123 931)	(477 594)	(484 514)	(38 423)	(431 135)	(484 514)	(354 729)	73%	(484 514)	
Finance charges		-	(73)	(73)	-	-	(73)	(73)	100%	(73)	
Transfers and Grants		-	(1 112)	(2 619)	(1 299)	(3 201)	(2 619)	(2 619)	100%	(2 619)	
NET CASH FROM/(USED) OPERATING ACTIVITIES			226 844	(14 037)	(5 154)	(17 172)	12 945	(5 154)	(19 333)	375%	(5 154)
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE								-			
Decrease (increase) in non-current receivables								-			
Decrease (increase) in non-current investments			27	28	34 620	34 620	28	-		28	
Payments											
Capital assets		(8 144)	(126 642)	(38 441)	(13 949)	(22 809)	(38 441)	(11 605)	30%	(38 441)	
NET CASH FROM/(USED) INVESTING ACTIVITIES			(8 144)	(126 615)	(38 413)	20 670	11 810	(38 413)	(11 605)	30%	(38 413)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans								-			
Borrowing long term/refinancing		-	107 232	26 577	-		26 577	(26 577)	-100%	26 577	
Increase (decrease) in consumer deposits								-			
Payments											
Repayment of borrowing								-			
NET CASH FROM/(USED) FINANCING ACTIVITIES			-	107 232	26 577	-	-	26 577	26 577	100%	26 577
NET INCREASE/ (DECREASE) IN CASH HELD											
Cash/cash equivalents at beginning:		218 699	(33 420)	(16 989)	3 499	24 755	(16 989)			(16 989)	
Cash/cash equivalents at month/year end:		169 752	263 042	142 058	120 140	95 385	142 058			142 058	
Cash/cash equivalents at month/year end:		388 451	229 622	125 069		120 140	125 069			125 069	

The municipal bank balance as at 30 June 2023 totals R120,139,702.

More detailed information regarding the cash position is tabled below that is giving a breakdown of the commitments against the cash of council:

<b>REPORTING MONTH: 30 JUNE 2023</b>		
<b>Commitments against Cash &amp; Cash Equivalents</b>		
<b>ITEM</b>	<b>Previous Month R'000</b>	<b>Current Month R'000</b>
<b>Bank balance as at 30 June 2023</b>	<b>12 385 032,33</b>	<b>120 139 702,00</b>
<b>Other Cash &amp; Cash Equivalents: Short term deposits</b>	<b>50 000 000,00</b>	<b>-</b>
<b>Other Cash &amp; Cash Equivalents: Call accounts</b>	<b>33 000 000,00</b>	<b>-</b>
<b>Total Cash &amp; Cash Equivalents:</b>	<b>95 385 032,33</b>	<b>120 139 702,00</b>
<b>LESS:</b>	<b>79 079 172,48</b>	<b>65 699 432,34</b>
Unspent Conditional Grants	7 460 842,00	7 460 842,00
Provision for staff leave	23 367 198,00	23 367 198,00
Provision for bonus	8 685 239,00	8 685 239,00
Post Retirement Benefits	24 535 000,00	24 535 000,00
Performance Bonus	1 409 384,00	1 409 384,00
Grant received in advance	-	-
Trade Payables	-	-
YTD Unspent Capital budget	1 031 509,48	241 769,34
YTD Unspent Operational budget	12 590 000,00	-
<b>Sub total</b>	<b>16 305 859,85</b>	<b>54 440 269,66</b>
<b>PLUS:</b>	<b>65 593 333,00</b>	<b>22 240 516,00</b>
VAT Receivable	1 751 533,00	1 751 533,00
Receivable Exchange	7 331 710,00	7 331 710,00
Department of Transport and Public Works	56 510 090,00	13 157 273,00
	<b>81 899 192,85</b>	<b>76 680 785,66</b>
<b>LESS OTHER MATTERS:</b>		
Capital Replacement Reserve	18 765 298,00	18 765 298,00
Employee Benefits Reserves	34 169 029,00	34 169 029,00
<b>Sub Total</b>	<b>28 964 865,85</b>	<b>23 746 458,66</b>
<b>LESS: CONTINGENT LIABILITIES</b>	<b>4 622 115,00</b>	<b>4 622 115,00</b>
Barry Louis Rae Trust	4 500 000,00	4 500 000,00
Portion of Portion 2 of Farm 238, Hooggekraal	32 115,00	32 115,00
Erf 99, Glentana	-	-
Labour disputes	90 000,00	90 000,00
<b>Recalculated available cash balance</b>	<b>24 342 750,85</b>	<b>19 124 343,66</b>
<b>Total actual June 2023 expenditure excluding Roads (expenditure paid and taken into account in cash balance)</b>	<b>23 287 460,88</b>	<b>25 772 172,25</b>

## PART 2 – SUPPORTING DOCUMENTATION

### SECTION 5 – DEBTORS' ANALYSIS

#### Supporting Table SC3

DC4 Garden Route - Supporting Table SC3 Monthly Budget Statement - aged debtors - Q4 Fourth Quarter

Description		Budget Year 2022/23											
	NT Code	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
R thousands													
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	-	-	-	-	-	-	-	-	-	-	-	-
Trade and Other Receivables from Exchange Transactions - Electricity	1300	-	-	-	-	-	-	-	-	-	-	-	-
Receivables from Non-ex change Transactions - Property Rates	1400	-	-	-	-	-	-	-	-	-	-	-	-
Receivables from Ex change Transactions - Waste Water Management	1500	-	-	-	-	-	-	-	-	-	-	-	-
Receivables from Exchange Transactions - Waste Management	1600	-	-	-	-	-	-	-	-	-	-	-	-
Receivables from Exchange Transactions - Property Rental Debtors	1700	-	-	-	-	-	-	-	-	-	-	-	-
Interest on Arrear Debtor Accounts	1810	15	20	20	19	19	19	115	480	706	651	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-
Other	1900	13 604	1 420	597	1 472	751	1 209	7 139	33 471	59 663	44 041	-	-
Total By Income Source	2000	13 619	1 440	617	1 491	770	1 227	7 254	33 951	60 369	44 692	-	-
2021/22 - totals only													
Debtors Age Analysis By Customer Group													
Organs of State	2200	145	117	20	19	19	19	210	2 180	2 728	2 446	-	-
Commercial	2300	-	-	-	-	-	-	-	-	-	-	-	-
Households	2400	2	-	-	-	-	-	-	-	2	-	-	-
Other	2500	13 472	1 323	597	1 472	751	1 209	7 044	31 771	57 638	42 246	-	-
Total By Customer Group	2600	13 619	1 440	617	1 491	770	1 227	7 254	33 951	60 369	44 692	-	-

Long outstanding debtors that mainly consist of old sundry debt and fire accounts, remains a concern for the municipality and management will continue to report in terms of progress made.

The majority of the firefighting accounts are disputed with regards to the origin of the fire and who is responsible for the payment of the account. The fire section have implemented an electronic system which will assist in the future with disputes.

The municipality are required to submit debtors aged analysis data strings on a monthly basis.

The debtor section initiated debt collection processes and will report quarterly to the financial services committee on the debt collection process.

## SECTION 6 – CREDITORS' ANALYSIS

### Supporting Table C4

DC4 Garden Route - Supporting Table SC4 Monthly Budget Statement - aged creditors - Q4 Fourth Quarter

Description		NT Code	Budget Year 2022/23								Prior year totals for chart (same period)
			0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	3 027	3 356	477	66	1	-	35	421	7 383	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	199	173	-	-	-	-	-	-	371	-
Total By Customer Type	1000	3 225	3 529	477	66	1	-	35	421	7 754	-

The municipality are required to submit creditors aged analysis data strings on a monthly basis.

The main reason for long outstanding creditors are due to disputes that are addressed between suppliers and the municipality.

## SECTION 7 – INVESTMENT PORTFOLIO ANALYSIS

### 7.1 Investment monitoring information

The municipality invest access funds on a 30 days' short-term investment period or longer in order to maximise the interest received and to have cash readily available when needed and is done in line with the Cash Management and Investment Policy of council.

Departments provide cash flow projections on spending to the finance department, which enables the finance department to accurately perform cash flow projections.

This should be done in line with the Cash Management and Investment policy of council.

	Balance as at 01 June 2023	Movements for the month		Balance as at 30 June 2023	Interest earned Month	Interest earned Year to date
		Investments matured	Investments made			
<b>Garden Route District Municipality</b>						
Standard Bank	25 000 000,00	-25 000 000,00	-	-	513 578,77	3 172 147,95
ABSA	15 000 000,00	-15 000 000,00	-	-	307 232,88	1 574 923,30
Nedbank	10 000 000,00	-10 000 000,00	-	-	200 969,32	1 240 554,71
FNB	-	-	-	-	-	464 661,92
<b>BANK DEPOSITS</b>	<b>50 000 000,00</b>	<b>-50 000 000,00</b>	<b>-</b>	<b>-</b>	<b>1 021 780,97</b>	<b>6 452 287,88</b>

## SECTION 8 – ALLOCATION AND GRANT RECEIPTS AND EXPENDITURE

## 8.1 Supporting Table C6

DC4 Garden Route - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Q4 Fourth Quarter

Description	Ref	2021/22	Budget Year 2022/23							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<b>RECEIPTS:</b>	1,2									
<b>Operating Transfers and Grants</b>										
National Government:		173 756	181 160	182 938	–	179 755	182 938	(3 183)	-1,7%	182 938
Local Government Equitable Share		167 653	172 721	172 721	–	172 721	172 721	–		172 721
Energy Efficiency and Demand Side Management Grant		–	1 000	1 000	–	1 000	1 000	–		1 000
Expanded Public Works Programme Integrated Grant		2 071	2 440	2 440	–	2 440	2 440	–		2 440
Infrastructure Skills Development Grant								–		
Local Government Financial Management Grant		1 000	1 000	1 000	–	1 000	1 000	–		1 000
Municipal Systems Improvement Grant		–	1 405	1 405	–	–	1 405	(1 405)	-100,0%	1 405
Public Transport Network Grant		–	–	1 778	–	–	1 778	(1 778)	-100,0%	1 778
Rural Road Asset Management Systems Grant		3 032	2 594	2 594	–	2 594	2 594	–		2 594
Provincial Government:		9 639	6 500	9 251	–	7 800	9 251	(1 451)	-15,7%	9 251
Capacity Building		9 639	6 500	9 251	–	7 800	9 251	(1 451)	-15,7%	9 251
Other grant providers:		172	41 000	39 840	–	623	39 840	(39 217)	-98,4%	39 840
Other Grants Received		172	41 000	39 840	–	623	39 840	(39 217)	-98,4%	39 840
								–		
<b>Total Operating Transfers and Grants</b>	5	183 567	228 660	232 030	–	188 178	232 030	(43 851)	-18,9%	232 030
<b>Capital Transfers and Grants</b>										
National Government:		–	4 000	4 000	–	4 000	4 000	–		4 000
Energy Efficiency and Demand Side Management Grant		–	4 000	4 000	–	4 000	4 000	–		4 000
Provincial Government:		–	–	1 600	–	1 600	1 600	–		1 600
Capacity Building		–	–	1 600	–	1 600	1 600	–		1 600
Other grant providers:		191	7 200	–	–	–	–	–		–
Other Grants Received		191	7 200	–	–	–	–	–		–
<b>Total Capital Transfers and Grants</b>	5	191	11 200	5 600	–	5 600	5 600	–		5 600
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	5	183 758	239 860	237 630	–	193 778	237 630	(43 851)	-18,5%	237 630

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act.

## 8.2 Supporting Table C7

DC4 Garden Route - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Q4 Fourth Quarter

Budget Statement - Transfers and grant expenditure - Q4 Fourth Quarter										
Description	Ref	2021/22	Budget Year 2022/23							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		8 926	8 439	10 217	1 798	8 966	10 217	(1 251)	-12,2%	10 217
Energy Efficiency and Demand Side Management Grant		–	1 000	1 000	163	966	1 000	(34)	-3,4%	1 000
Expanded Public Works Programme Integrated Grant		5 387	2 440	2 440	226	2 547	2 440	107	4,4%	2 440
Local Government Financial Management Grant		990	1 000	1 000	526	1 007	1 000	7	0,7%	1 000
Municipal Systems Improvement Grant		–	1 405	1 405	–	–	1 405	(1 405)	-100,0%	1 405
Rural Road Asset Management Systems Grant		2 549	2 594	2 594	814	2 779	2 594	185	7,1%	2 594
Public Transport Network Grant		–	–	1 778	70	1 667	1 778	(111)	-6,3%	1 778
Provincial Government:		169 627	179 655	200 491	18 287	193 970	200 491	(6 521)	-3,3%	200 491
Infrastructure		166 019	173 155	192 255	16 424	186 651	192 255	(5 604)	-2,9%	192 255
Capacity Building		3 607	6 500	8 236	1 863	7 319	8 236	(917)	-11,1%	8 236
Other grant providers:		161	–	339	1 149	2 718	339	2 379	701,7%	339
Expenditure on Other Grants		161	–	339	1 149	2 718	339	2 379	701,7%	339
Total operating expenditure of Transfers and Grants:		178 714	188 094	211 048	21 234	205 654	211 048	(5 394)	-2,6%	211 048
Capital expenditure of Transfers and Grants										
National Government:		–	4 000	4 000	39	3 174	4 000	(826)	-20,7%	4 000
Energy Efficiency and Demand Side Management Grant		–	4 000	4 000	39	3 174	4 000	(826)	-20,7%	4 000
Provincial Government:		–	–	1 815	61	179	1 815	(1 636)	-90,1%	1 815
Capacity Building		–	–	1 815	61	179	1 815	–	–	1 815
Other grant providers:		381	7 200	–	–	–	–	–	–	–
Expenditure on Other Grants		381	7 200	–	–	–	–	–	–	–
Total capital expenditure of Transfers and Grants		381	11 200	5 815	100	3 353	5 815	(2 462)	-42,3%	5 815
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		179 095	199 294	216 863	21 334	209 007	216 863	(7 856)	-3,6%	216 863

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act that stipulates reporting on all grant performance should be done from the receiving officer. RSC Equitable Share is an unconditional grant hence the day-to-day running of the business are dependent on it.

## SECTION 9 – EXPENDITURE ON COUNCILLOR AND BOARD MEMBERS ALLOWANCES AND EMPLOYEE BENEFITS

### Supporting Table C8

DC4 Garden Route - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - Q4 Fourth Quarter

Summary of Employee and Councillor remuneration		Ref	2021/22 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands											
		1	A	B	C						D
<b>Councillors (Political Office Bearers plus Other)</b>											
Basic Salaries and Wages			7 778	12 459	10 424	607	7 815	10 424	(2 609)	-25%	10 424
Pension and UIF Contributions			370	10	246	29	395	246	149	61%	246
Medical Aid Contributions			153	54	151	17	261	151	109	72%	151
Motor Vehicle Allowance			1 859	–	1 169	154	1 975	1 169	806	69%	1 169
Cellphone Allowance			1 035	20	586	76	961	586	375	64%	586
Housing Allowances			592	–	447	64	766	447	319	71%	447
Other benefits and allowances			42	–	263	48	521	263	258	98%	263
<b>Sub Total - Councillors</b>			<b>11 829</b>	<b>12 542</b>	<b>13 286</b>	<b>996</b>	<b>12 693</b>	<b>13 286</b>	<b>(593)</b>	<b>-4%</b>	<b>13 286</b>
<b>% increase</b>		4		<b>6,0%</b>	<b>12,3%</b>						<b>12,3%</b>
<b>Senior Managers of the Municipality</b>											
Basic Salaries and Wages			5 431	6 119	5 871	386	5 384	5 871	(487)	-8%	5 871
Pension and UIF Contributions			(6 755)	1 178	1 963	52	719	1 963	(1 244)	-63%	1 963
Medical Aid Contributions			155	63	208	15	192	208	(16)	-8%	208
Overtime									–		
Performance Bonus			(28)	606	733	–	561	733	(172)	-23%	733
Motor Vehicle Allowance			822	527	856	57	787	856	(70)	-8%	856
Cellphone Allowance			81	114	195	11	171	195	(24)	-12%	195
Housing Allowances			321	–	370	22	325	370	(45)	-12%	370
Other benefits and allowances			31	–	25	–	8	25	(17)	-68%	25
Payments in lieu of leave			260	–	–	–	–	–	–		–
Long service awards			–	–	–	–	–	–	–		–
Post-retirement benefit obligations		2							–		
<b>Sub Total - Senior Managers of Municipality</b>			<b>318</b>	<b>8 608</b>	<b>10 221</b>	<b>543</b>	<b>8 146</b>	<b>10 221</b>	<b>(2 075)</b>	<b>-20%</b>	<b>10 221</b>
<b>% increase</b>		4		<b>2604,8%</b>	<b>3111,5%</b>						<b>3111,5%</b>
<b>Other Municipal Staff</b>											
Basic Salaries and Wages			161 970	172 635	166 654	14 719	168 850	166 654	2 196	1%	166 654
Pension and UIF Contributions			27 817	29 522	28 821	2 366	28 715	28 821	(106)	0%	28 821
Medical Aid Contributions			33 224	26 646	24 552	2 164	25 116	24 552	564	2%	24 552
Overtime			5 550	6 693	4 204	542	5 093	4 204	890	21%	4 204
Performance Bonus			10 608	12 374	12 928	42	13 241	12 928	313	2%	12 928
Motor Vehicle Allowance			10 474	10 498	11 821	1 000	11 993	11 821	172	1%	11 821
Cellphone Allowance			129	124	132	11	130	132	(2)	-2%	132
Housing Allowances			2 370	3 137	2 481	194	2 431	2 481	(50)	-2%	2 481
Other benefits and allowances			16 947	10 444	8 452	694	8 625	8 452	173	2%	8 452
Payments in lieu of leave			2 231	1 213	7 551	117	6 127	7 551	(1 424)	-19%	7 551
Long service awards			–	80	–	–	–	–	–		–
Post-retirement benefit obligations		2	3 671	6 694	6 694	–	–	6 694	(6 694)	-100%	6 694
<b>Sub Total - Other Municipal Staff</b>			<b>274 990</b>	<b>280 061</b>	<b>274 290</b>	<b>21 849</b>	<b>270 321</b>	<b>274 290</b>	<b>(3 968)</b>	<b>-1%</b>	<b>274 290</b>
<b>% increase</b>		4		<b>1,8%</b>	<b>-0,3%</b>						<b>-0,3%</b>
<b>Total Parent Municipality</b>			<b>287 137</b>	<b>301 212</b>	<b>297 796</b>	<b>23 387</b>	<b>291 160</b>	<b>297 796</b>	<b>(6 636)</b>	<b>-2%</b>	<b>297 796</b>

Remuneration related expenditure for the fourth quarter ending 30 June 2023 amounted to **R69,928,308** of an adjusted budgeted amount of **R297,796,375** that represents **23%** of the budgeted amount.

**SECTION 10 – MATERIAL VARIANCES TO THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN**

The measurement of performance of the Municipality in terms of the implementation of the Service Delivery and Budget Implementation plan are reported in the indicated section below.

**SECTION 11 – CAPITAL PROGRAMME PERFORMANCE**

The table below provides information on capital budget spending:

SCOA config	Nr.	Project description	Adjusted budget R'	YTD Expenditure R'	Status of project	Any challenges identified that is resulting in delays?
71120006635	1	Office furniture: Office MM	30 000	30 000	Completed	No challenges anticipated
71010110001	2	Upgrading of buildings - Retrofitting EEDS	4 000 000	3 173 867	In Process	No challenges anticipated
71204240001	3	Office equipment: CFO	30 000	20 352	Completed	No challenges anticipated
71301240001	4	Office furniture: Exec Manager Corporate Services	6 500	5 477	Completed	No challenges anticipated
71120006639	5	Office Furniture & Equipment: Man Planning&Dev	30 000	28 975	Completed	No challenges anticipated
71602230001	6	Mosselbay JOC equipment	1 000 000	993 763	Completed	No challenges anticipated
71801240001	7	Office of the executive manager Community: office equipment	30 000	26 101	Completed	No challenges anticipated
71801310001	8	Firestation: George	73 897	73 896	In Process	No challenges anticipated
72305230001	9	Hazmat Rescue & Fire Equipment	150 000	146 259	Completed	No challenges anticipated
74402100901	10	Landfill Site: PPE	26 577 183	13 373 598	In Process	Project does show delays - no risk of loss to GRDM as project is not grant funded.
71207230003	11	Routers	33 025	33 025	Completed	No challenges anticipated
71207230004	12	Network Infrastructure	166 987	166 987	Completed	No challenges anticipated
71301104031	13	Loud Speakers	3 500		In Process	No challenges anticipated
71408102304	14	Banners: Human Settlements	1 000		Order Issued to Supplier	No challenges anticipated
71408104002	15	Fridges: Human Settlements	3 000	2 695	Completed	No challenges anticipated
71408104103	16	IT Equipment: Human Settlements	14 000	13 509	Completed	No challenges anticipated
71408104122	17	Laptops: Human Settlements	36 000	35 930	Completed	No challenges anticipated
71408400001	18	Office Furniture: Human Settlements	161 000	127 169	Order Issued to Supplier	No challenges anticipated
71207104112	19	Wireless Access Points	17 390	17 387	Completed	No challenges anticipated
71207102463	20	Replacing Urn	1 500	1 500	Completed	No challenges anticipated
71207104145	21	Monitor	2 195	2 195	Completed	No challenges anticipated
72205160002	22	Hot Springs Thatch Roofs	1 425 115	1 424 700	Completed	No challenges anticipated
71207104173	23	USB Port Replicator	4 779	4 778	Completed	No challenges anticipated
71602102321	24	Mobile Generators	1 600 000	0	Service Provider already appointed	No challenges anticipated
71801310002	25	Firestation: George	2 769 619	2 769 619	Completed	No challenges anticipated
72206102352	26	Electrical Equipment and tools	64 000	64 000	Completed	No challenges anticipated
71207102310	27	Backup Power System	0	0	In Process	No challenges anticipated
71207104152	28	Laptops	177 493	177 001	In Process	No challenges anticipated
71207104153	29	Manage Engine Licences	84 121	84 121	In Process	No challenges anticipated
71207104154	30	Network Cabinets	12 500	12 479	In Process	No challenges anticipated
<b>Totals</b>			<b>38 504 804</b>	<b>22 809 383</b>		

Commitments against capital for the month June 2023			
71408400001	18	Office Furniture: Human Settlements	18 856,00
71801240001	7	Office of the executive manager Community: office equipment	2 700,00
72305230001	9	Hazmat Rescue & Fire Equipment	1 334,59
74402100901	10	Landfill Site: PPE	218 878,75
		<b>Total Commitments</b>	<b>241 769,34</b>



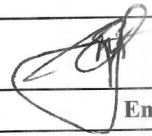
## SECTION 12 – OPERATIONAL PROJECTS PERFORMANCE

Refer to table below for the actual expenditure against the budgeted amounts for the largest operational projects budgeted for in the 2022/23 financial year:

Cost Centre	Description	FULL YEAR TOTAL BUDGET	Year to date actual at the end of the 4th Quarter 2022/23	% Spent
Office: of the Executive Mayor	Donations	240 000	224 252	93%
Office: of the Executive Mayor	Donations - Christmas Hampers	190 000	190 000	100%
Section 79/80 committees	Projects and donations - Portfolio: Finance	-	-	0%
Section 79/80 committees	Projects and donations - Portfolio: Community	50 000	46 763	94%
Section 79/80 committees	Projects and donations - Portfolio: Strategic	50 000	38 572	77%
Section 79/80 committees	Projects and donations - Portfolio: Corporate	50 000	48 939	98%
Section 79/80 committees	Projects and donations - Portfolio: Planning	50 000	46 100	92%
Section 79/80 committees	Projects and donations - Portfolio: Properties	50 000	49 864	100%
Section 79/80 committees	Projects and donations - Portfolio: Roads	50 000	49 210	98%
Risk Management unit	Upgrade Fee	624	-	0%
Marketing publicity & media	Municipal Newsletters -ExpOther expenditure	47 160	43 422	92%
Training & Development	Bursaries	304 398	182 298	60%
Training & Development	Facilitator - MMC	800 000	240 053	30%
OHS	Maintenance of Fire Equipment	91 200	59 484	65%
OHS	Medical for Employees	114 400	85 785	75%
Led	SCEP - Monetary allocations	104 348	104 348	100%
Led	Film Office	200 000	200 000	100%
Led	SME Support Programme	350 000	350 000	100%
Regional planning	Maintenance of equipment	374 173	331 395	89%
Regional planning	Maintenance of :Sanitation Infrastructure	262 400	220 612	84%
Regional planning	Maintenance of Water supply Infrastructure	280 800	279 701	100%
Regional planning	Maintenance of building: municipal offices	637 000	478 872	75%
Idp	IDP Rep Forum - Catering	35 000	34 950	100%
Tourism	Cater Care Project	479 000	478 261	100%
Tourism	Tourism Marketing	76 000	75 856	100%

Operational projects budgeted for in the 2022/23 financial year Continue:

Cost Centre	Description	FULL YEAR TOTAL BUDGET	Year to date actual at the end of the 4th Quarter 2022/23	% Spent
EPWP Projects	EPWP Projects	3 094 347	2 873 873,75	93%
Fire fighting	Maintenance of Transport Assets	104 000	102 752	99%
Fire fighting	Maintenance of Transport Assets:Emergency	374 303	361 042	96%
Fire fighting	Maintenance of Mechanical Equipment	78 000	52 141	67%
Fire fighting	Maintenance of Transport Assets:Conditional Base	101 680	65 631	65%
Disaster Management	Maintenance of radio equipment	9 450	9 450	100%
Municipal Health Services: Administration	Sampling Equipment -ExpOther expenditure	30 600	15 655	51%
Resorts: Swartvlei	Maintenance of Water supply infrastructure	13 312	2 413	18%
Resorts: Swartvlei	Maintenance of Sanitation infrastructure	86 736	43 007	50%
Resorts: Swartvlei	Maintenance of Community Assets:Sport and Recreation	44 304	5 650	13%
Resorts: Swartvlei	Maintenance of Community assets:Outdoor Facilities	78 000	77 922	100%
Resorts: Victoriabaai	Maintenance of Community assets	10 476	10 114	97%
Resorts: Victoriabaai	Maintenance of Community assets- outdoor facil	20 665	20 458	99%
Resorts: Victoriabaai	Maintenance of sanitation infrastructure	49 766	36 747	74%
Resorts: Victoriabaai	Maintenance of Water supply infrastructure	18 177	17 868	98%
Resorts: Calitzdorp Spa Resort	Maintenance of :Sanitation Infrastructure	88 400	58 634	66%
Resorts: Calitzdorp Spa Resort	Maintenance of :Water Supply	26 000	18 333	71%
Resorts: Calitzdorp Spa Resort	Maintenance of Buildings and Facilities -ExpOther	138 139	88 871	64%
Resorts: Calitzdorp Spa Resort	Maintenance of Community Assets: Outdoor Facilities	96 327	83 240	86%
Resorts: De Hoek Mountain Resort	Maintenance of Community Assets:Sport and Recreation	72 800	72 800	100%
Resorts: De Hoek Mountain Resort	Maintenance of Sanitation infrastructure Capital	72 800	56 118	77%
Resorts: De Hoek Mountain Resort	Maintenance of Water supply	13 314	4 440	33%
Resorts: De Hoek Mountain Resort	Maintenance of Community Assets:Outdoor Facilities	119 474	118 749	99%
Bulk infrastructure	Contracted Services	554 000	29 000	5%
Enviromental Management	GRES database maintenance and development and event management	135 587	135 500	100%
Air quality control	Air Quality Sampling	75 512	74 098	98%

 <b>PROVINCIAL TREASURY</b> <b>Withdrawals from Municipal Bank Accounts</b> <b>In accordance with Section 11, Sub-section 1 (b) to (j)</b> 																													
<b>NAME OF MUNICIPALITY:</b>	GARDEN ROUTE DISTRICT MUNICIPALITY																												
<b>MUNICIPAL DEMARCATION CODE:</b>	DC4																												
<b>QUARTER ENDED:</b>	30-Jun-23																												
<b>MFMA section 11. (1) Only the <i>accounting officer</i> or the <i>chief financial officer</i> of a <i>municipality</i>, or any other senior financial <i>official</i> of the <i>municipality</i> acting on the written authority of the <i>accounting officer</i> may withdraw money or authorise the withdrawal of money from any of the <i>municipality's</i> bank accounts, and may do so only -</b>	<table border="1"> <thead> <tr> <th>Amount</th> <th>Reason for withdrawal</th> </tr> </thead> <tbody> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>none</td> <td></td> </tr> <tr> <td>R 0,00</td> <td>Investments made for the 4th Quarter</td> </tr> <tr> <td>R 111 415 663,29</td> <td>Quarter 4 expenditure</td> </tr> </tbody> </table>	Amount	Reason for withdrawal	none		none		none		none		none		none		none		none		none		none		none		R 0,00	Investments made for the 4th Quarter	R 111 415 663,29	Quarter 4 expenditure
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R 0,00	Investments made for the 4th Quarter																												
R 111 415 663,29	Quarter 4 expenditure																												
(b) to defray expenditure authorised in terms of section 26(4);																													
(c) to defray unforeseeable and unavoidable expenditure authorised in terms of section 29(1);																													
(d) in the case of a bank account opened in terms of section 12, to make payments from the account in accordance with subsection (4) of that section;																													
(e) to pay over to a person or organ of state money received by the <i>municipality</i> on behalf of that person or organ of state, including -																													
(i) money collected by the <i>municipality</i> on behalf of that person or organ of state by agreement; or																													
(ii) any insurance or other payments received by the <i>municipality</i> for that person or organ of state;																													
(f) to refund money incorrectly paid into a bank account;																													
(g) to refund guarantees, sureties and <i>security</i> deposits;																													
(h) for cash management and <i>investment</i> purposes in accordance with section 13;																													
(i) to defray increased expenditure in terms of section 31; or																													
(j) for such other purposes as may be <i>prescribed</i> .																													
(4) The <i>accounting officer</i> must within 30 days after the end of each <i>quarter</i> -	<b>Name and Surname:</b> M Stratu																												
(a) table in the <i>municipal council</i> a consolidated report of all withdrawals made in terms of subsection (1)(b) to (j) during that <i>quarter</i> ; and	<b>Rank/Position:</b> Municipal Manager																												
(b) submit a copy of the report to the relevant <i>provincial treasury</i> and the <i>Auditor-General</i> .	<b>Signature:</b> 																												
<b>Tel number</b>	<b>Fax number</b>																												
448 031 320																													
	<b>Email Address</b>																												
	geraldine@grdm.gov.za																												
<b>The completed form must reach Mr Edwin Nkuna at the Provincial Treasury, Private Bag x 9165, 7 Wale Street, Cape Town, 8000, Tel: 021 483 8662, Fax 021 483 8623, Email: enkuna@pgwc.gov.za on or before the 15th of the month following the end of each quarter.</b>																													

## SECTION 14 – MUNICIPAL MANAGER’S QUALITY CERTIFICATE



54 York Street,  
George  
Western Cape  
6529

PO Box 12,  
George,  
Western Cape  
6530

Tel: 044 803 1300  
Fax: 086 555 6303  
E-mail: [info@gardenroute.gov.za](mailto:info@gardenroute.gov.za)  
[www.gardenroute.gov.za](http://www.gardenroute.gov.za)

## OFFICE OF THE MUNICIPAL MANAGER

Enquiries: Louise Hoek  
Reference: 6/1/1 – 22/23  
Date: 14 July 2023

Provincial Treasury  
Local Government Budget Analysis  
Private Bag X9165  
CAPE TOWN  
8000

National Treasury  
Local Government Budget Analysis  
Private Bag X115  
PRETORIA

Sir / Madam

**QUALITY CERTIFICATE**

I, MG STRATU, the accounting officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4)**, hereby certify that the–

- ☐ The monthly budget statement
- ☐ **Quarterly report on the implementation of the budget and financial state of affairs of the municipality**
- ☐ Mid- year budget and performance assessment

for the quarter ended **30 June 2023**, has been prepared in accordance with the Municipal Finance Management Act (Act 56 of 2003) and regulations made under the Act.

Print Name \_\_\_\_\_

Accounting Officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4)**.

Signature \_\_\_\_\_

Date \_\_\_\_\_

*Moude Stratu*  
*[Signature]*  
*14/7/2023*



**PERFORMANCE MANAGEMENT**

**Quarter 4**

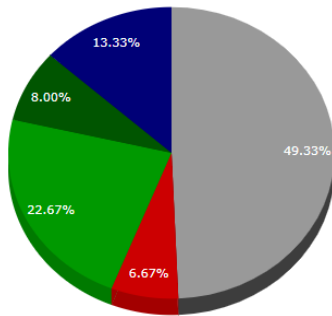
**April - June 2023**



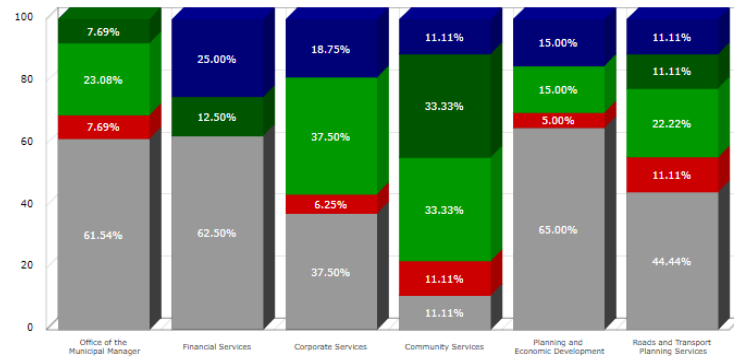
## Top Layer KPI Report

Report drawn on 18 July 2023 at 15:40  
for the months of Quarter ending June 2023 to Quarter ending June 2023.

Garden Route District Municipality



Responsible Directorate



	Garden Route District Municipality	Responsible Directorate						
		Office of the Municipal Manager	Financial Services	Corporate Services	Community Services	Planning and Economic Development	Roads and Transport Planning Services	[Unspecified]
Not Yet Applicable	37 (49.33%)	8 (61.54%)	5 (62.50%)	6 (37.50%)	1 (11.11%)	13 (65.00%)	4 (44.44%)	-
Not Met	5 (6.67%)	1 (7.69%)	-	1 (6.25%)	1 (11.11%)	1 (5.00%)	1 (11.11%)	-
Almost Met	-	-	-	-	-	-	-	-
Met	17 (22.67%)	3 (23.08%)	-	6 (37.50%)	3 (33.33%)	3 (15.00%)	2 (22.22%)	-
Well Met	6 (8.00%)	1 (7.69%)	1 (12.50%)	-	3 (33.33%)	-	1 (11.11%)	-
Extremely Well Met	10 (13.33%)	-	2 (25.00%)	3 (18.75%)	1 (11.11%)	3 (15.00%)	1 (11.11%)	-
Total:	75	13	8	16	9	20	9	-
	100%	17.33%	10.67%	21.33%	12.00%	26.67%	12.00%	-

### Performance Key:

KPI not yet applicable = Target not set for the term under review/Target dealt with in previous quarters

KPI not Met = 0 %< = Actual/Target< = 74.9%

Almost Met = 75 %< = Actual/Target < = 99.99%

Met = 100% Actual meets Target

KPI Well Met = 100.001% < = Actual/Target < = 149.9%

KPI Extremely Well Met = 150 000 %< = Actual/Target

## Annexure A

OFFICE OF THE MUNICIPAL MANAGER										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to Date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL1	Develop and submit a plan to address the contingency liabilities of the organisation to Council by 31 August 2022	Plan developed and submitted to Council by 31 August 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	The plan has been drafted and is available on the system. It will serve at the next Council Meeting during August 2023.	1	0
TL2	Appoint a transferring attorney to implement the Council resolutions in relation to all properties that Council took a decision to transfer to various B-municipalities by 30 September 2022	Appointment of a transferring attorney by 30 September 2022	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL3	Develop an action plan and submit a report to Council on the twining agreement between GRDM and the City of Nampa by 30 November 2022	Action plan submitted to Council by 30 November 2022	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	Document will be submitted to Council once the signed document is received from NAMPA. Not received as at June 2023	1	0
TL4	Complete 85% of the Risk Based Audit Plan (RBAP) for the 2022/23 financial year by 30 June 2023 [(Number of audits and tasks completed for the period identified in the RBAP/ Number of audits and tasks identified in the RBAP) x 100]	% of the Risk Based Audit Plan completed by 30 June 2023	Good Governance	94%	85%	93%	G2	-	85%	93%

OFFICE OF THE MUNICIPAL MANAGER										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to Date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL5	The percentage of the municipal capital budget spent on capital projects by 30 June 2023 [(Actual amount spent on capital projects /Total amount budgeted for capital projects) x 100]	% of capital budget spent by 30 June 2023	Financial Viability	92%	95%	59%	R	Site establishment and construction were delayed. Site handover only took place on 13 June 2023. The contractor will commence with site establishment and construction in July 2023. Spending will increase during the 2023/2024 financial year	95%	59%
TL6	Compile and submit the final Oversight Report for 2021/22 to Council by 31 March 2023	Final Oversight Report for 2021/22 submitted to Council for adoption by 31 March 2023	Good Governance	1	0	0	N/A	-	1	1
TL7	Submit an Operation Clean Audit Report (OPCAR) progress report to the Management Public Accounts Committee (MPAC) on a quarterly basis	OPCAR report submitted to MPAC quarterly	Good Governance	4	1	1	G	-	4	3
TL8	Review Donations Policy and submit to Council by 30 September 2022	Number of policies submitted	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL9	Award 10 external bursaries to qualifying candidates by 31 March 2023	Number of external bursaries awarded by March 2023	A Skilled Workforce and Communities	13	0	0	N/A	-	10	7

OFFICE OF THE MUNICIPAL MANAGER										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to Date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL10	Develop and submit the 5 year Communication Strategy to Council by 30 September 2022	Communication Strategy developed and submitted to Council by 30 September 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL11	Strategic Risk register of the Organization submitted to Council by 30 June 2023	Submit the Strategic Risk register to Council by 30 June 2023	Good Governance	1	0	0	N/A	-	1	1
TL12	Submit the draft Annual Performance Report for 2021/22 submitted to the Auditor-General by 31 August 2022	Draft Annual Performance Report for 2021/22 submitted to the Auditor-General by 31 August 2022	Good Governance	1	0	0	N/A	-	1	1
TL13	Submit the Section 52 non-performance report to APAC	Number of reports submitted to APAC	Good Governance	New key performance indicator for 2022/23	1	1	G	-	4	3

FINANCIAL SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL14	Review the budget, cash and cash reserve policies in preparation for the final budget of 2023/24 and submit to Council by 31 March 2023	Reviewed policies submitted to Council for approval by 31 March 2023	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL15	Compile and submit an implementation plan with tangible solutions for Debt Collection to Council by 30 September 2022	Implementation plan compiled and submitted to Council by September 2022	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL16	Develop an action plan to implement the Long-term Financial Plan with focus on revenue generation and submit to Council for adoption by 31 January 2023	Submit plan to Council for adoption by 31 January 2023	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL17	Achieve cash coverage ratio of 3 months. Financial viability measured in terms of the available cash to cover fixed operating expenditure by 30 June 2023[(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)]	Number of months that available cash is sufficient to cover the monthly operating expenditure	Financial Viability	3.85	3	3.24	G2	-	3	3.24

FINANCIAL SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to Date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL18	Achieve a current ratio of 1.5 (Current assets : Current liabilities) by 30 June 2023	Number of times the Municipality can pay back its short term-liabilities with its short-term assets by 30 June 2023	Financial Viability	2.7	1.50	4.48	B	-	1.5	4.48
TL19	Financial viability measured in terms of the municipality's ability to meet its service debt obligations by 30 June 2023 [(Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / (Total Operating Revenue - Operating Conditional Grant) x 100]	% of debt coverage	Financial Viability	0.03%	45%	0.04%	B	-	45%	0.04%
TL20	Compilation of the Annual Financial Statements (AFS) for the 2021/22 financial year and submit to the Auditor- General (AG) by 31 August 2022	Compilation and submission of the AFS to the AG by 31 August 2022	Financial Viability	1	0	0	N/A	-	1	1
TL21	Compile the Mid-year Financial Statements for the 2022/23 financial year and submit to Audit Performance and Audit Committee (APAC) by 28 February 2023	Compilation and submission of the Mid-year Financial Statements to APAC by 28 February 2023	Financial Viability	1	0	0	N/A	-	1	1

ROADS AND TRANSPORT SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL22	Develop a Departmental Skills Development Plan for 2023/24 and submit to MANCOM by 30 June 2023	Departmental Skills Development Plan for 2023/24 submitted by June 2023	A Skilled Workforce and Communities	New key performance indicator for 2022/23	1	1	G	-	1	1
TL23	Develop a Rural Roads Strategy and submit to Council by 31 December 2022	Strategy submitted to Council by December 2022	Bulk Infrastructure and Co-ordination	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL24	Compile and submit a progress plan for the Rural Road Asset Management Systems (RRAMS) to MANCOM by 31 December 2022	RRAMS progress plan compiled and submitted to MANCOM by 31 December 2022	Bulk Infrastructure and Co-ordination	0	0	0	N/A	-	1	1
TL25	Create 60 job opportunities through the Roads Services by 30 June 2023	Number of Jobs created by 30 June 2023	A Skilled Workforce and Communities	91	30	91	B	-	60	136
TL26	Spent 95% of the roads budget allocation by 31 March 2023 (Actual expenditure divided by approved allocation received)	% of the roads budget spent by 31 March 2023	Financial Viability	92%	0	0	N/A	-	95%	98.80%
TL27	Reseal 27.06 km of roads by 30 June 2023	Number of km's of roads resealed	Reseal 27.06 km of roads by 30 June 2023	34.58	27.06	28.09	G2	-	27.06	28.09
TL28	Regravel 30.38 km of roads by 30 June 2023	Number of km's of roads regavelled by 30 June 2023	Bulk Infrastructure and Co-ordination	3.57	30.38	15.41	R	Due to rain damage, re-gravel was stopped to address the damage. The target will be	30.38	15.41

								revisited in the 23/24 financial year		
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ROADS AND TRANSPORT SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/ Comment	Target	Actual
TL29	Submit a quarterly consolidated report on the progress of all projects to MANCOM	Number of reports submitted to MANCOM	Good Governance	3	1	1	G	-	4	4
TL30	Compile a business plan for the Rural Road Asset Management Systems (RRAMS) and submit to MANCOM by 30 July 2022	RRAMS business plan compiled and submit to MANCOM by 30 July 2022	Bulk Infrastructure and Co-ordination	0	0	0	N/A	-	1	1

CORPORATE SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL31	Compile and submit a feasibility study report on the Skills Mecca projects to Council by 30 November 2022	Feasibility study report submitted to Council on the Skills Mecca projects by 30 November 2022	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL32	Develop an Organisational Skills Development Plan for 2023/24 and submit to Council by 30 June 2023	Organisational Skills Development Plan for 2023/24 submitted by 30 June 2023	A Skilled Workforce and Communities	New key performance indicator for 2022/23	1	1	G	-	1	1
TL33	Compile an organisational report on the Skills Audit and submit to Council by 30 December 2022	Number of reports submitted	A Skilled Workforce and Communities	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL34	Submit a detailed report on how Organisational Structure is linked to the Organisational Budget to Council by 31 October 2022	Report submitted to Council by 31 October 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL35	Review the External Bursary Policy and submit to Council for approval by 30 September 2022	External Bursary Policy submitted to Council by 30 September 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1

CORPORATE SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL36	Number of people from employment equity target groups that will be appointed in the three highest levels of management during the 2022/23 financial year in compliance with the municipality's approved employment equity plan (senior officials & managers, professionals, technicians and associate professionals)	Number of people appointed in the three highest levels of management in compliance with the municipality's approved employment equity plan (senior officials & managers, professionals, technicians and associate professionals)	A Skilled Workforce and Communities	1	1	1	G	-	1	1
TL37	Spend 1% of personnel budget on training by 30 June 2023 [(Actual total training expenditure/total personnel budget) x 100]	% of the personnel budget spent on training by 30 June 2023	A Skilled Workforce and Communities	1%	1%	1%	G	-	1%	1%
TL38	Limit vacancy rate to 10% of budgeted post by 30 June 2023[(Number of funded posts vacant/number of funded posts) x 100]	% vacancy rate	A Skilled Workforce and Communities	7.77%	10%	9.25%	B	-	10%	9.25%
TL39	Review the organisational structure to align with the Municipal Staff Regulations and submit to Council by 30 June 2023	Organisational structure reviewed and submitted to Council by 30 June 2023	A Skilled Workforce and Communities	New key performance indicator for 2022/23	1	1	G	-	1	1
TL40	Award 10 internal bursaries to qualifying candidates by 31 March 2023	Number of internal bursaries awarded by March 2023	A Skilled Workforce and Communities	10	0	0	N/A	-	10	21

CORPORATE SERVICES										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL41	Create training opportunities for EPWP appointees by 30 June 2023	Number of training opportunities created for EPWP appointees by 30 June 2023	A Skilled Workforce and Communities	132	30	145	B	-	30	145
TL42	Spend 95% of the capital budget for ICT by 30 June 2023 [(Actual capital expenditure for ICT/Capital budgeted amount for ICT) x 100]	% of capital budget spent for ICT	Financial Viability	98.3%	95%	0%	R	Adjustment budget not considered for the period	95%	84%
TL43	Submit detailed progress reports quarterly on the Effective Staff Utilization Policy to Council	Number of reports submitted	A Skilled Workforce and Communities	New key performance indicator for 2022/23	1	1	G	-	4	4
TL44	Develop a Gender Mainstreaming Action Plan and submit to Council by 31 July 2022	Number of actions plans submitted	A Skilled Workforce and Communities	1	0	0	N/A	-	1	1
TL45	Submit the GRSM Skills Mecca Progress reports to Council on a quarterly basis	Number of reports submitted	A Skilled Workforce and Communities	New key performance indicator for 2022/23	1	1	G	-	4	4
TL46	Develop a Protection of Personal Information (POPI) Policy and submit to Council by 31 December 2022	Policy developed and submitted to Council by 31 December 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1

PLANNING AND ECONOMIC DEVELOPMENT										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL47	KPI removed as per the Council approval of 30 May 2023									
TL48	Submit a report to Council on the critical needs of each Municipality within the District by 30 September	Report submitted to Council by 30 September 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL49	Submit a report to Council on identifying new strategies to strengthen community involvement in the IDP process by 30 November 2022	Report submitted to Council by30 November 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL50	Submit the Public Participation Policy to Council for approval by 31 August 2022	Policy submitted by 31 August 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL51	Compile an implementation plan for all 7 strategic priorities as per the District Growth and Development Strategy and submit to Council by 28 February 2023	Implementation Plan compiled and submitted to Council by 28 February 2023	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL52	Report bi-annually to Council on the progress in terms of the Growth and Development Strategy initiatives within the District	Number of reports submitted	Good Governance	New key performance indicator for 2022/23	1	1	G	-	2	2

## PLANNING AND ECONOMIC DEVELOPMENT

KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL53	Develop a detailed business plan for capital projects and submit to potential funders by 28 February 2023	Detailed business plan for projects submitted to potential funders by 28 February 2023	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	0
TL54	Submit quarterly reports to Council on the finalization of the transfer agreement of properties	Number of reports submitted	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL55	Submit a report with recommendations to Council on the disposal of vacant or undeveloped land by 31 December 2022	Report submitted by 31 December 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL56	Develop a business plan for student accommodation and submit to Council by 28 February 2023	Business Plan submitted to Council by 28 February 2023	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	0
TL57	Submit a Town Planning Strategy Framework to Council by 28 February 2023	Framework submitted by 28 February 2023	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL58	Review the Spatial Development Framework (SDF) and submit to Council by 31 March 2023	Reviewed SDF submitted to Council by 31 March 2023	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL59	Submit a detailed quarterly report to Council on the implementation of the Affordable Housing Pilot Projects (FLISP/GAP and Social Housing)	Number of reports submitted	Good Governance	New key performance indicator for 2022/23	1	1	G	-	4	5

PLANNING AND ECONOMIC DEVELOPMENT										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL60	Submit a proposal to Council on progressive acquisition of Public or Private Land for housing development by 31 October 2022	Proposal submitted to Council by 31 October 2022	Good Governance	New key performance indicator for 2022/23	0	0	N/A	-	1	2
TL61	Create job opportunities through the Expanded Public Works Programme (EPWP) for the organisation by 30 June 2023	Number of job opportunities created through the Expanded Public Works Programme (EPWP) by 30 June 2023	Grow an Inclusive District Economy	528	104	203	B	-	304	495
TL62	Compile and submit the Final Annual Report 2021/22 to Council by 31 December 2022	Final Annual Report for 2021/22 submitted to Council by 31 December 2022	Good Governance	1	0	0	N/A	-	1	1
TL63	Review and submit the Integrated Development Plan (IDP) for the 2022-2027 period to Council by 31 May 2023	IDP Review submitted to Council by 31 May 2023	Good Governance	1	1	1	G	-	1	1
TL64	Spend 95% of the project budget for the Fresh Produce Market in George by 30 June 2023 [(Actual amount spent on project /Total amount budgeted for project) x 100]	% of project budget spent	Grow an Inclusive District Economy	New key performance indicator for 2022/23	95%%	0%	R	Project has been cancelled. Exploring alternative options for a market	95%	0%

PLANNING AND ECONOMIC DEVELOPMENT										
KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL65	Spend 95% of the project budget for upgrade of buildings [(retrofitting Early Emergency Detection System (EEDS)) by 30 June 2023 [(Actual amount spent on project /Total amount budgeted for project) x 100]	% of project budget spent	Grow an Inclusive District Economy	New key performance indicator for 2022/23	95%	95%	G	-	95%	95%
TL66	Submit a report on proposed donated properties to Council by 31 December 2022	Report submitted to Council by 31 December 2022	Grow an Inclusive District Economy	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL67	KPI removed as per the Council approval of 30 May 2023									
TL68	Compile a report on the status of all property leases and submit to Council by 30 September 2022	Report submitted to Council by 30 September 2022	Grow an Inclusive District Economy	New key performance indicator for 2022/23	0	0	N/A	-	1	0

## COMMUNITY SERVICES

KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL69	Submit a plan to Council on the collection of outstanding fire accounts by 31 July 2022	Plan submitted to Council by 31 July 2022	Financial Viability	New key performance indicator for 2022/23	0	0	N/A	-	1	1
TL70	Compile and submit quarterly progress reports on the Regional Landfill Facility to Council	Number of reports submitted	Promote sustainable environmental management and public safety	New key performance indicator for 2022/23	1	1	G	-	4	6
TL71	Develop an early warning Climate Change system and submit bi-annual progress reports to Council	Number of reports submitted	Promote sustainable environmental management and public safety	New key performance indicator for 2022/23	1	1	G	-	2	2
TL72	Execute 4 emergency preparedness exercises and submit reports to the Portfolio Committee by 30 June 2023	Number of reports submitted by 30 June 2023	Health and public safety	4	1	1	G	-	4	6
TL73	Execute 4 emission testing (air quality) initiatives by 30 June 2023	Number of emission testing (air quality) initiatives executed by 30 June 2023	Health and public safety	8	1	0	R	Target achieved during the previous quarters	4	10

## COMMUNITY SERVICES

KPI Ref	KPI	Unit of Measurement	Strategic Objective	Baseline	Quarter ending June 2023				Yearly Target	Year to date
					Target	Actual	R	Corrective Measures/Comment	Target	Actual
TL74	Spend 95% of the project budget on the Mossel Bay Joint Operations Committee (JOC) equipment by 30 June 2023 [(Actual amount spent on project /Total amount budgeted for project) x 100]	% of project budget spent	Health and public safety	New key performance indicator for 2022/23	95%	99.40%	G2	-	95%	99.40%
TL75	Spend 95% of the project budget for the Fire station in George by 30 June 2023 [(Actual amount spent on project /Total amount budgeted for project) x 100]	% of project budget spent	Health and public safety	New key performance indicator for 2022/23	95%	100%	G2	-	95%	100%
TL76	Spend 95% of the project budget for the Regional Landfill Facility by 30 June 2023 [(Actual amount spent on project /Total amount budgeted for project) x 100]	% of project budget spent	Promote sustainable environmental management and public safety	New key performance indicator for 2022/23	95%	51.10%	R	Site establishment and construction were delayed. Site handover only took place on 13 June 2023. The contractor will commence with site establishment and construction in July 2023	95%	51.10%
TL77	Spend 95% of the project budget for Hazmat Rescue , Fire Equipment by 30 June 2023 [(Actual amount spent on project /Total amount budgeted for project) x 100]	% of project budget spent	Health and public safety	96.7%	90%	98.40%	G2	-	95%	98.40%



# Western Cape Government

## 2022/23 WESTERN CAPE FINANCIAL MANAGEMENT CAPABILITY GRANT (WC FMCG)

### NON-FINANCIAL QUARTERLY RETURN FORM

(01 APRIL 2023 TO – 30 JUNE 2023)

#### PROGRESS ON PROJECT FUNDING ROLLED OVER

<b>Project Name</b>		GRDM	
<b>Project Development Objective</b>		PT bursaries	
<b>Project Performance Indicator(s) and Target(s) for quarter under review</b>		01 April 2023 – 30 June 2023	
<b>Original Allocation (2022/23)</b>	<b>Amount rolled over (2022/23)</b>	<b>Amount spent for quarter ending 30 June 2023</b>	<b>% YTD</b>
R300,000.00	0.00	R114,267.16	38%
<b>Progress to date</b>			
Allocations paid			

**2022/23 WESTERN CAPE FINANCIAL MANAGEMENT CAPABILITY GRANT  
(WC FMCG)**

**NON-FINANCIAL QUARTERLY RETURN FORM**

**(01 APRIL 2023 TO – 30 JUNE 2023 Update)**

**FINANCIAL MANAGEMENT PROJECT**

*Project name, brief project description as per implementation plan, inclusive of impact statement summary.*

**Planned activities and outputs to date**

<b>Inputs/Activities</b>	<b>Outputs</b>	<b>Performance Indicators</b>	<b>Delivery Date</b>	<b>Achieved (Y/N)</b>
<b>Bursary Contracts</b>	<b>Confirmation of studies,</b>	<b>Signed contracts</b>	<b>14 June 2023</b>	<b>Y</b>
<b>Payments</b>	<b>Requisitions</b>	<b>Proof of Payments</b>	<b>30 June 2023</b>	<b>Y</b>

*The above table must show the planned quarterly activities and outputs as captured in the implementation plan and whether they have been achieved.*

**Challenges**

*Re-allocations were made due to applicants not registering for academic year: delay in finalising of contracts. Some applicants received funding from other sources.*

**Measures to address the challenges**

*Accelerate processes.*

**Projected expenditure at year end**

*90%*

**Potential risk(s) and mitigation efforts**

*Total amount of allocations not spend*

**Results**

*Funds paid to those successful applicants*

**WESTERN CAPE FINANCIAL MANAGEMENT CAPABILITY GRANT  
(WC FMCG)  
NON-FINANCIAL QUARTERLY RETURN FORM  
(01 APRIL 2023 TO – 30 JUNE 2023)**

## **2022/23 EXTERNAL BURSARY PROGRAMME**

No.	Candidate Name & Surname	ID Number	Gender	Race	Field of Study	Current Academic Year of Study (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> )	Learning Institution	Previous years' academic performance  (Below 50%, 51 – 60%, 61-70%, 71 – 80%, 81 – 90%, 90%+)	Study Fees		
									Amount Allocated From Grant (R)	Co-Funding Provided By Municipality (R)	Total Course Fees
<b>STUDENTS CURRENT BEING SUPPORTED THROUGH THE EXTERNAL BURSARY PROGRAMME</b>											
1	Ernest Lamprecht	0001275089081	M	W	BSc Mathematics and Computer Science	3	University of Stellenbosch	61-70%	R37500.00	0.00	36170.00
2.											
3.											
<b>PROGRESS TO DATE</b>											
Provide a short written update for each candidate. In the event where academic performance for the previous year is below 50%, the Municipality must provide a motivation as to why the student is again supported. In the event where a student failed to complete his/her studies, the Municipality should indicate whether there are grounds to reclaim the funding provided. The Municipality should also indicate whether the student will be offered an internship and/or whether a the bursary had a work-back condition stipulated; if so, what are the details of the student's future placement within the Municipality.											

**WESTERN CAPE FINANCIAL MANAGEMENT CAPABILITIES GRANT  
(WC FMCG)  
NON-FINANCIAL QUARTERLY RETURN FORM  
(01 APRIL 2023 TO – 30 JUNE 2023)**

**2022/23 EXTERNAL BURSARY PROGRAMME**

No.	Candidate Name & Surname	ID Number	Gender	Race	Field of Study	Current Academic Year of Study (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> )	Learning Institution	Learner Contract Signed (Y/N)	Study Fees		
									Amount Allocated From Grant (R)	Co-Funding Provided By Municipality (R)	Total Course Fees
NEW STUDENTS SUPPORTED THROUGH THE EXTERNAL BURSARY PROGRAMMEFOR FOR 2022/23											
1.	Matoto, Anelisiwe	9909220522083	F	A	Advanced Diploma in Financial Planning	1	Nelson Mandela University	Y	R37 500.00	0.00	15240.00
2.	Ncwele, Aviwe	0311070557088	F	A	Bachelor of Commerce in Accounting	1	UJ	Y	R37 500.00	0.00	60524.00
3	Tait, Ciara	0111070134080	F	C	Electrical Engineering N4-N6	1	Northlink College	Y	R37 500.00	0.00	12000.00
4	Maree, Ashley-Kurt	0412155938084	M	C	Computer Technician	1	BOSTON	Y	R37 500.00	0.00	14660.00
5	Wana , Lisakhanya	0301050412081	F	A	Bachelor of Business Administration	1	Rosebank College	Y	R37 500.00	0.00	18376.00
PROGRESS TO DATE											
First semester results not yet available: first bursary students.											

**BACK TO AGENDA**

1. **INAUGURATION OF DA COUNCILLOR: GARDEN ROUTE DISTRICT COUNCIL: CLLR F SEPTEMBER/ INHULDIGING VAN DA RAADSLID: GARDEN ROUTE DISTRIKSMUNISIPALITEIT: RDL F SEPTEMBER / UKUFUNGISWA KOCEBA WE DA: IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA F SEPTEMBER**

17 JULY 2023

**REFER REPORT FROM THE MUNICIPAL MANAGER (MG STRATU)**

## 2 **PURPOSE**

To inform Council of the correspondence received from the IEC with regard to inauguration of Cllr F September.

## 3. **DELEGATED AUTHORITY**

Council

## 4. **EXECUTIVE SUMMARY**

A vacancy occurred on the Garden Route District Council as a result of the resignation of the DA party representative on Garden District Council, C Swart on 29 April 2023.

## 5. **RECOMMENDATIONS**

- 5.1 That cognizance be taken of the notice from the IEC, dated 28 June 2023.
- 5.2 That Cllr. Fielies September be inaugurated as a Councillor of Garden Route District Council with effect from 28 June 2023.
- 5.3 That Cllr Fielies September be requested to take the Oath of Office.

## **AANBEVELINGS**

- 5.1. *Dat kennis geneem word van die kennisgewing van die OVK, gedateer 28 Junie 2023.*

5.2 *Dat Rdl. Fielies September met ingang van 28 June 2023 as Raadslid van die Gardenroute Distriksmunisipaliteit ingehuldig word.*

5.3 *Dat Rdl. Fielies September versoek word om 'n eed van die kantoor te neem.*

## **IZINDULULO**

5.1 Sesokuba kuthathelwe ingqalelo isaziso se IEC, sangomhla wama 28 KweyeSilimela 2023.

5.2 Sesokuba uCeba. Fielies September, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla wama 28 KweyeSilimela 2023.

5.3 Sesokuba uCeba. Fielies September acelwe ukuba athabathe Isifungo se-Ofisi njengoko kufunwa yimithetho Yolawulo.

## **6. DISCUSSION / CONTENTS**

### **6.1 Background**

A vacancy occurred on the Garden Route District Council as a result of the resignation of the DA party representative, Cllr. C Swart on 29 April 2023.

Item 11(1)(a) of Schedule 2 of the Municipal Structures Act, 1998 Act 117 of 1998, the Electoral Commission determines as follows;

“11 Filling of vacancies

(1)(a) If a councillor elected from a party list ceases to hold office, the chief electoral officer, must subject to item 13, declare in writing the person whose name is on top of the applicable party list to be elected in the vacancy.”

Item 13 of the said Act reads as follows;

“13 Filling of vacancies and changing the order

(1) A party may supplement, change or increase its list at any time, provided that if a councillor elected according to a party list, ceases to hold office, the party concerned may supplement, change or increase

its list by not later than 21 days after the councillor has ceased to hold office. The vacancy must be filled as soon as the party in question has supplemented, changed or increased its list, but not later than 14 days expiry of the 21-day period."

The Provincial Independent Electronic Commission was informed of the vacancy as prescribed by item 11 of Schedule 2 of the Municipal Structures Act, Act 117 of 1998.

The IEC has advised Council that Cllr. F September (ID No 740406 5192 087) being the councillor for the DA party, has been declared elected to the Garden Route District Council with effect from 28 June 2023 (**see annexure A**).

### **6.3 Financial Implications**

The positions are budgeted in line with the notice on the determination for upper limits for Councillors.

### **6.4 Relevant legislation**

Schedule 2 of the Local Government Municipal Structures Act, 1998 (Act 117 of 1998).

### **6.5 Staff Implications**

None

### **6.6 Previous / Relevant Council Resolutions:**

None

### **6.7 Risk Implications**

There are no foreseen risks associated with the proposed decision for Council to not implement the Directions.

## **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

**6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted



SOUTH AFRICA

28 June 2023

The Municipal Manager  
 Garden Route District Municipality  
 P O Box 12  
 George  
 6529

**Re: Replacement of the Democratic Alliance (DA) PR Councillor Swart: DC4  
– Garden Route District Council**

Please be advised that **Fielies September**, ID No. **740406 5192 087**, being the candidate at the top of the party list for the **Democratic Alliance (DA)** has been declared elected in **Garden Route District Council**, as prescribed in item 11 of Schedule 2 of the Municipal Structures Act, 1998 (Act. No. 117 of 1998).

Councillor **September** replaces **Coenraad André Swart**, ID No. **730209 5019 082**, who ceased to hold office of Councillor in the district.

Sincerely

**J Aphone**  
**Manager: Registrations & Party Liaison**

## Electoral Commission

*Ensuring Free and Fair Elections*

Commissioners: Mr MS Moepya (Chairperson) | Mr VG Mashini | Dr NP Masuku | Judge D Pillay  
 National Office: Election House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0157 | P/Bag X112, Centurion, 0046  
[info@elections.org.za](mailto:info@elections.org.za) | [www.elections.org.za](http://www.elections.org.za)  
 Tel (+27) 12 622 5700

**BACK TO AGENDA**

DISTRICT COUNCIL

26 JULY 2023

**1. DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 MAY 2023 TO 31 MAY 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 MEI 2023 TOT 31 MEI 2023**

**REFER REPORT FROM THE ACTING EXECUTIVE MANAGER FINANCIAL SERVICES: T LOLIWE**

**2 PURPOSE**

To inform the Council of the deviations approved for the period 1 May 2023 to 31 May 2023.

**3. DELEGATED AUTHORITY**

Council

**1. EXECUTIVE SUMMARY**

The accounting officer must record the reasons for any deviations in terms of sub-regulation (1) (a) & (b) and report them to the next meeting of council. The report is for the month of May 2023.

**5. RECOMMENDATIONS**

1. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 May 2023 to 31 May 2023, be noted.
2. That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

**AANBEVELINGS**

1. *Dat die Raad kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 Mei 2023 tot 31 Mei 2023.*
2. *Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, dat daar geen goedkeuring was van tenders wat toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.*

## IZINDULULO

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 ngekaCanzibe 2023 ukuya 31 ngekaCanzibe 2023, kuthathelwe ingqalelo.
2. Sesokuba kuthathelwe ingqalelo ngokwemimiselo yoMhlathi 114 woMthetho Wolawulo Lwemali zoMasipala, uMthetho 56 wango 2003, akukhange kubekho ziniki maxabiso ezingandululwanga kwinkqubo eqhelekileyo yokumiselwa uMgawo Wolawulo Lwezencitho zomasipala

## 6. DISCUSSION / CONTENTS

### 6.1 Background

Section 36 of the Municipal Supply Chain Regulation states:

- 1) *A supply chain management policy may allow the accounting officer –*
  - a) *To dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –*
    - i) *In an emergency*
    - ii) *If such goods or services are produced or available from a single provider only;*
    - iii) *For the acquisition of special of special works of art or historical objects where specifications are difficult to compile;*
    - iv) *Acquisition of animals for zoos; or*
    - v) *In any other exceptional case where it is impractical or impossible to follow the official procurement processes;*
  - b) *To ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.*
- 2) *The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements."*

### 6.2 Discussion

Section 114 of the Municipal Finance Management Act, Act 56 of 2003 states:

- (1) *If a tender other than the one recommended in the normal course of implementing the supply chain management policy of a municipality or municipal entity is approved, the accounting officer of the municipality or municipal entity must, in writing, notify the Auditor General, the relevant provincial treasury and the National Treasury and, in the case of a municipal entity, also the parent municipality, of the reasons for deviating from such recommendation.*

*(2) Subsection (1) does not apply if a different tender was approved in order to rectify an irregularity.*

### **6.3 Financial Implications**

The total deviations for the period 1 May 2023 to 31 May 2023 amounts to  
**R 100 062.75** Refer to **Annexure A**

### **6.4 Legal Implications**

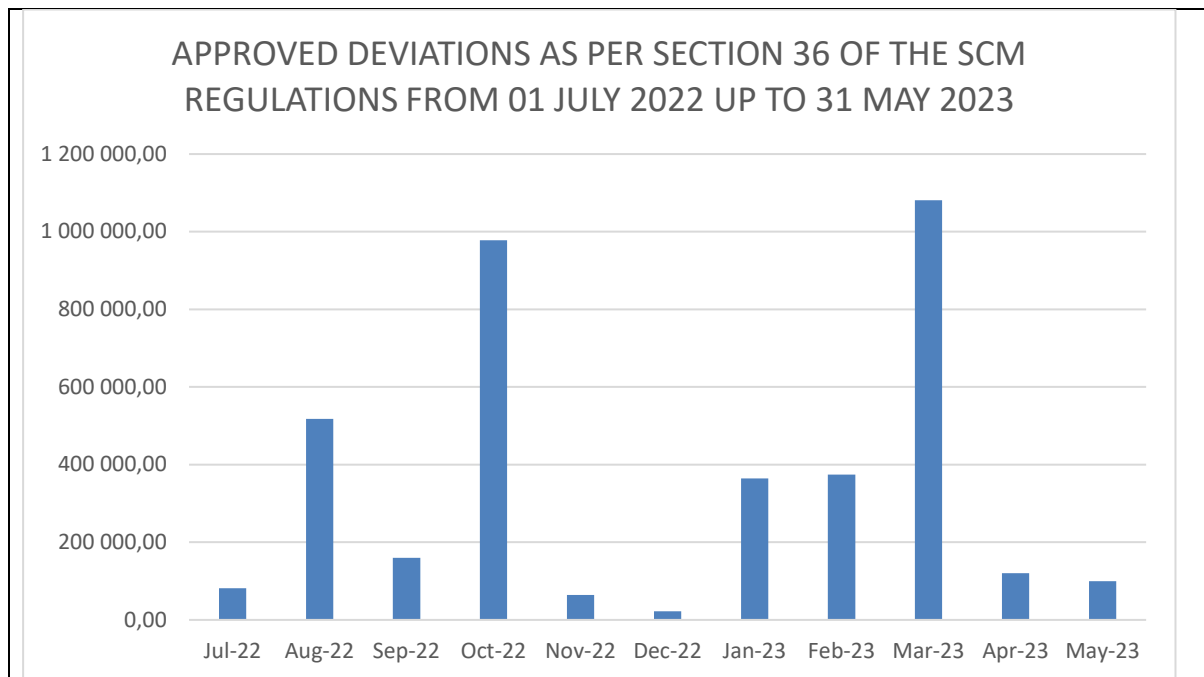
None

#### **Main Expenditure for Deviation in May 2023**

None

**Trend Analysis Based on Successive Period from July 2022 up to 31 May 2023 Comparison**

APPROVED DEVIATIONS											
DEVIATIONS AS PER SECTION 36 OF THE SCM REGULATIONS											
Months	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23
Department	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
Community Services	56 062,50	12 569,97	16 926,87	687 677,00	0,00	14 832,93	276 181,75	335 536,52	786 951,99	0,00	0,00
Corporate Services	0,00	7 674,62	68 461,40	94 550,00	0,00	0,00	52 458,07	0,00	6 019,34	0,00	14 097,16
Financial Services	0,00	15 912,55	30 335,85	0,00	17 159,15	0,00	0,00	9 657,70	9 657,70	20 286,00	0,00
Office of the MM	0,00	19 967,52	0,00	14 950,00	6 756,25	0,00	30 538,25	0,00	63 779,07	87 187,50	58 003,00
Planning and Economic Development	0,00	0,00	0,00	4 500,00	4 024,19	0,00	0,00	22 522,75	0,00	0,00	0,00
Roads and Transport Planning Services	25 337,61	461 727,65	43 931,31	176 069,86	36 298,60	7 269,89	4 845,03	6 471,19	214 787,90	12 639,01	27 962,59
<b>Total Deviations</b>	<b>81 400,11</b>	<b>517 852,31</b>	<b>159 655,43</b>	<b>977 746,86</b>	<b>64 238,19</b>	<b>22 102,82</b>	<b>364 023,10</b>	<b>374 188,16</b>	<b>1 081 196,00</b>	<b>120 112,51</b>	<b>100 062,75</b>



## 6.5 Staff Implications

None, failure to report to council will result in non compliance.

## 6.6 Previous / Relevant Council Resolutions:

None

## 6.7 Risk Implications

## 6.8 COMMENTS FROM EXECUTIVE MANAGERS

### 6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES

The Report and content are acknowledged, and the recommendation supported.

### 6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES

Content noted.

### 6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES

Noted

### 6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT

Noted

### 6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES

Noted

May-23								
APPROVED DEVIATIONS								
CORPORATE SERVICES								
No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amt	Order Number
1	2488977	Knysna Toyota	2023-05-03	Emergency	Mayoral car emergency breakdown. Adlen	2023-05-04	2 510,91	F0004265
2	2521045	Playtime Production	2023-05-29	Impractical Procurement Process	There was a late cancellation by service provider, bereavement on the eve of the council meeting. Subsequently various suppliers were contacted telephonically and were unable to respond due to the short notice to the council meeting, only one service provider, play Time honored the requisition.	2023-05-30	11 586,25	F0004715
OFFICE OF THE MUNICIPAL MANAGER								
No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amt	Order Number
3	2481715	Bans Attorneys	2023-04-26	Impractical Procurement Process	This was an emergency due to the fact that the MM had to be represented on an urgent basis and none of the attorneys on our panel was available to assist due to the short notice. The MM was only notified a day before the court appearance that he must appear in court. Monique	2023-05-02	37 030,00	Direct Payment

4	2521013	Bans Attorneys	2023-05-29	Impractical Procurement Process	Bans Attorneys had to be appointed due to the fact that the MM had to be represented on an urgent basis and none of the attorneys on our panel was available to assist due to the short notice. The MM was only notified a day before the court appearance that he must appear in court. Given the fact that Bans has represented the MM during his first court appearance and is well known with the facts of the matter, it would be impractical to appoint another legal firm at this stage and will also bring about fruitless and wasteful expenditure.	2023-05-30	20 973,00	F0004623
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#### ROADS AND TRANSPORT PLANNING SERVICES

No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amt	Order Number
5	2458700	Visserhok Waste Management Facility (Pty) Ltd	2023-04-12	Single Supplier	only facility that we can dispose our hazardous waste in the province and waste analysis must be done prior transporting the waste to landfill	2023-05-11	11 644,56	F0004609
6	2488189	Bidvest Steiner	2023-05-03	Impractical Procurement Process	Corporate Services were still busy with the tender process during August 2022. Hygiene services are an essential requirement for the workplace and assists in providing a clean and healthy environment. The whole organisation still made use of Steiner's equipment during that period since the equipment was already installed. It was advised that we continue with the process as such until the tender was finalised. Verna	2023-05-23	10 752,21	F0004631

7	2500886	Air Liquide	2023-05-12	Impractical Procurement Process	These cylinders are not sold to the municipality but the municipality is paying for the gas that is provided as and when the gas is needed. To procure Industrial gas for workshop purpose you need to rent the empty cylinder and buy the content etc Mig gas,Oxygen and Acetylene. The rented price will be on a monthly bases and the cylinders will stay on the premises of G.R.D.M. The tender for the supply and rentals for gas already submitted to supply chain office. Our Mechanical Departments depend on Industrial gas to do repair work on the fleet - The tender for Afrox is in place now , waiting for the Fire dept to pay 1 x lost cylinder , we still have to pay the rent for the month - Dirk	2023-05-25	5 565,82	F0004587
TOTAL							100 062,75	

[BACK TO AGENDA](#)

1. **DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 JUNE 2023 TO 30 JUNE 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 JUNIE 2023 TOT 30 JUNIE 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWENCITHO MALI KWIXESHA LOMHLA 1 KWEYESILIMELA 2023 UKUYA 30 KWEYESILIMELA 2023**

**REFER REPORT FROM THE EXECUTIVE MANAGER FINANCIAL SERVICES: C BOSHOF**

- 2 **PURPOSE**

To inform the Council of the deviations approved for the period 1 June 2023 to 30 June 2023.

3. **DELEGATED AUTHORITY**

Council.

4. **EXECUTIVE SUMMARY**

The accounting officer must record the reasons for any deviations in terms of sub-regulation (1) (a) & (b) and report them to the next meeting of council. The report is for the month of June 2023.

5. **RECOMMENDATIONS**

1. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 June 2023 to 30 June 2023, be noted.
2. That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

**AANBEVELINGS**

1. *Dat kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 Junie 2023 tot 30 Junie 2023.*
2. *Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, daar geen goedkeuring was van tenders wat nie aanbeveel is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.*

## IZINDULULO

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 ngeyeSilimela 2023 ukuya 30 ngeyeSilimela 2023, kuthathelwe ingqalelo.
2. Sesokuba kuthathelwe ingqalelo ngokwemimiselo yoMhlathi 114 woMthetho Wolawulo Lwemali zoMasipala, uMthetho 56 wango 2003, akukhange kubekho ziniki maxabiso ezingandululwanga kwinkqubo eqhelekileyo yokumiselwa uMgawo Wolawulo Lwezencitho zomasipala.

## 6. DISCUSSION / CONTENTS

### 6.1 Background

Section 36 of the Municipal Supply Chain Regulation states:

- 3) *A supply chain management policy may allow the accounting officer –*
  - a) *To dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –*
    - i) *In an emergency*
    - ii) *If such goods or services are produced or available from a single provider only;*
    - iii) *For the acquisition of special of special works of art or historical objects where specifications are difficult to compile;*
    - iv) *Acquisition of animals for zoos; or*
    - v) *In any other exceptional case where it is impractical or impossible to follow the official procurement processes;*
  - b) *To ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.*
- 4) *The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements."*

### 6.2 Discussion

Section 114 of the Municipal Finance Management Act, Act 56 of 2003 states:

- (3) *If a tender other than the one recommended in the normal course of implementing the supply chain management policy of a municipality or municipal entity is approved, the accounting officer of the municipality or municipal entity must, in writing, notify the Auditor General, the relevant provincial treasury and the National Treasury and, in the case of a municipal entity, also the parent municipality, of the reasons for deviating from such recommendation.*
- (4) *Subsection (1) does not apply if a different tender was approved in order to rectify an irregularity.*

### 6.3 Financial Implications

The total deviations for the period 1 June 2023 to 30 June 2023 amounts to **R 44 181.97**. Refer to **Annexure A**.

### 6.4 Legal Implications

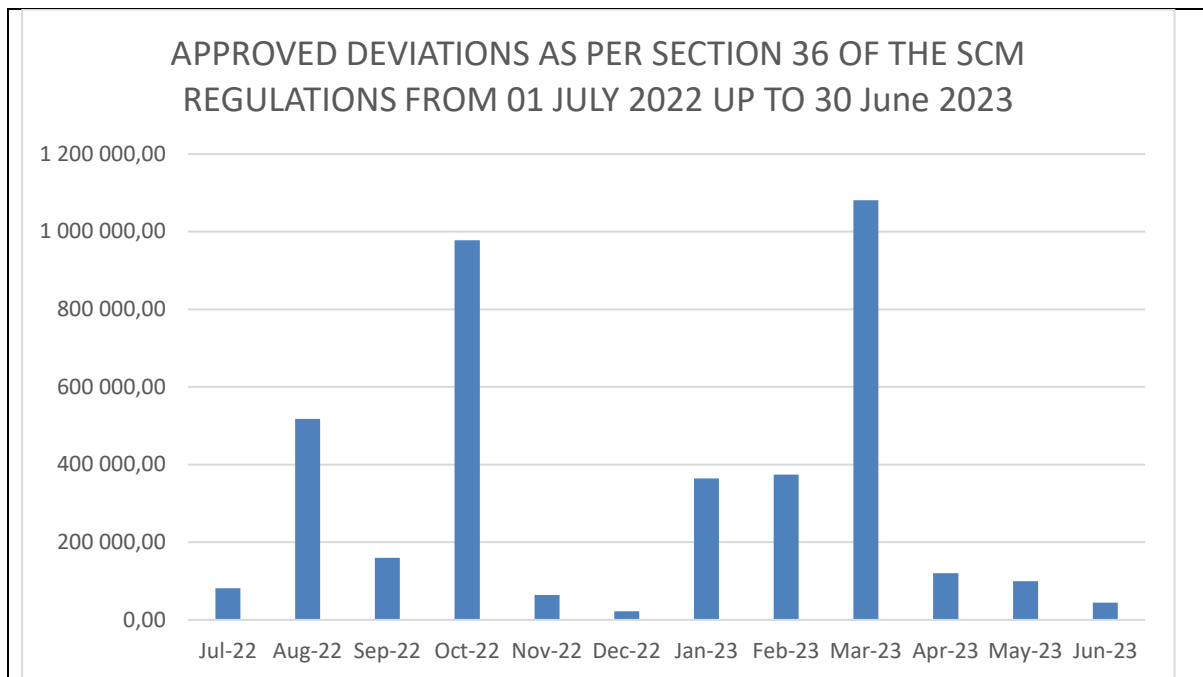
None

#### **Main Expenditure for Deviation in June 2023**

None

**Trend Analysis Based on Successive Period from July 2022 up to 31 June 2023 Comparison**

APPROVED DEVIATIONS												
DEVIATIONS AS PER SECTION 36 OF THE SCM REGULATIONS												
Months	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Department	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
Community Services	56 062,50	12 569,97	16 926,87	687 677,00	0,00	14 832,93	276 181,75	335 536,52	786 951,99	0,00	0,00	4 606,33
Corporate Services	0,00	7 674,62	68 461,40	94 550,00	0,00	0,00	52 458,07	0,00	6 019,34	0,00	14 097,16	5 892,61
Financial Services	0,00	15 912,55	30 335,85	0,00	17 159,15	0,00	0,00	9 657,70	9 657,70	20 286,00	0,00	9 657,70
Office of the MM	0,00	19 967,52	0,00	14 950,00	6 756,25	0,00	30 538,25	0,00	63 779,07	87 187,50	58 003,00	0,00
Planning and Economic Development	0,00	0,00	0,00	4 500,00	4 024,19	0,00	0,00	22 522,75	0,00	0,00	0,00	0,00
Roads and Transport Planning Services	25 337,61	461 727,65	43 931,31	176 069,86	36 298,60	7 269,89	4 845,03	6 471,19	214 787,90	9 060,00	27 962,59	24 025,33
<b>Total Deviations</b>	<b>81 400,11</b>	<b>517 852,31</b>	<b>159 655,43</b>	<b>977 746,86</b>	<b>64 238,19</b>	<b>22 102,82</b>	<b>364 023,10</b>	<b>374 188,16</b>	<b>1 081 196,00</b>	<b>116 533,50</b>	<b>100 062,75</b>	<b>44 181,97</b>



#### **6.5 Staff Implications**

None, failure to report to council will result in non compliance.

#### **6.6 Previous / Relevant Council Resolutions:**

None

#### **6.7 Risk Implications**

#### **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

##### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

##### **6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

##### **6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

##### **6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

##### **6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted

APPROVED DEVIATIONS								
DEVIATIONS AS PER SECTION 36 OF THE SCM REGULATIONS								
COMMUNITY SERVICES								
No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amount	Order Number
1	2520652	TESTO South Africa (Pty) Ltd	2023-05-29	Single Supplier	Our Testo350 needs spare parts from time to time. Currently we need to replace the O2 cell of the instrument. Testo South Africa is the sole provider and was also the service provider where we bought the instrument from. There are no other suppliers for unit specific spare parts and we must go the deviation route.	2023-06-29	4 606,33	F0005105
CORPORATE SERVICES								
No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amt	Order Number
2	2533822	Locross George (Pty) Ltd	2023-06-08	Single Supplier	Mayoral car under warranty, service at Toyota.	2023-06-08	5 892,61	F0004786
FINANCIAL SERVICES								
No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amt	Order Number
3	2509179	WEAR CHECK	2023-05-18	Impractical Procurement Process	Western Cape Department of Infrastructure has a contract in place with Wear Check that has been in place for quite some time and extended numerous times. Wear Check is running a wear and tear assessment on all of the Western Cape Infrastructure Departments Provincial Yellow fleet as such they require all Districts that are on an Agency agreement using their fleet to also use this particular supplier. As a district we have requested all paperwork in line with the regulation 32 process and to date, nothing has been shared other than the department requesting that we only use Wear Check for the function of oil sampling. We are not in a position to obtain quotations and we can not confirm a competitive bidding process for the appointment of Wear Check.	2023-06-07	9 657,70	F0004764

ROADS AND TRANSPORT PLANNING SERVICES								
No	Ref Nr	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amount	Order Number
4	2542389	Bell Equipment Sales (South Africa)	2023-06-13	Impractical Procurement Process	BELL Digger is under warranty.	2023-06-14	21 242,42	F0004997
5	2543389	Air Liquid	2023-06-13	Impractical Procurement Process	These cylinders are not sold to the municipality but the municipality is paying for the gas that is provided as and when the gas is needed. To procure Industrial gas for workshop purpose you need to rent the empty cylinder and buy the content eg. Mig gas,Oxygen and Acetylene. The rented price will be on a monthly bases and the cylinders will stay on the premises of G.R.D.M. The tender for the supply and rentals for gas already submitted to supply chain office. Our Mechanical Departments depend on Industrial gas to do repair work on the fleet - The tender for Afrox is in place now , waiting for the Fire dept to pay 1 x lost cylinder , we still have to pay the rent for the month - Afrox account is now open , all Air Liquid Cylinders have been returned.	2023-06-15	2 782,91	F0004956
TOTAL							44 181,97	

[BACK TO AGENDA](#)

DISTRICT COUNCIL

27 JULY 2023

**1. PROGRESS REPORT ON THE CLIMATE CHANGE EARLY WARNING INITIATIVES THROUGHOUT THE GARDEN ROUTE DISTRICT / VORDERINGSVERSLAG VAN DIE KLIMAATSVERANDERING VROEË WAARSKUWINGS INISIATIEWE IN DIE GARDEN ROUTE DISTRIK**

**REPORT FROM HEAD OF THE GARDEN ROUTE DISTRICT MUNICIPALITY DISASTER MANAGEMENT CENTRE (G OTTO)**

**18/6/1/11**

**2. PURPOSE**

To update the Garden Route District Municipality's Council as well as Community Services Portfolio Committee on the progress made on the Climate Change Early Warning initiatives throughout the Garden Route District.

**3. DELEGATED AUTHORITY**

Council / Community Services Portfolio Committee

**4. EXECUTIVE SUMMARY**

The major climatic hazards in the Garden Route district area as identified by recent results of the Climate Change and Disaster Vulnerability Assessments conducted by the Garden Route District Municipality, included, amongst others, hazards such as severe droughts, floods, out of control fires, sea level rise, air quality and health risks, as well as food security. Climate Change is also expected to incrementally increase the frequency and severity of these hazards. Additionally, financial losses in the district, due to these climate hazards, have already been high, and will increase in future.

As a response to these Climate Change Hazards and Early Warning signals, the Garden Route District Municipality and the Category-B Municipalities within its borders must provide climate change resilience measures to reduce the risk of disasters through adaptation to climate change and the development of early warning mechanisms. In our previous report we reported on the actions taken or that is in the process of being taken by each of the Local Municipalities in the district.

To unpack Climate Change and the realities that it will bring to all stakeholders the Department of Agriculture convened a multistakeholder dialogue on Climate Disaster Solutions. The GRDM Disaster Centre provided inputs to the Provincial Disaster Centre to be discussed at this dialogue.

Attached as Annexure "A" a summary of this dialogue.

In addition, the Garden Route Environmental Forum (GREF) has invited a number of recognized environmental and socio-economists to inform and share their knowledge and research at an Indaba to be hosted at the Nelson Mandela University (NMU) on 29 June 2023.

Attached as annexure "B" the draft program of this Indaba.

## **5. RECOMMENDATIONS**

That Council take note of the report.

### **AANBEVELINGS**

*Dat die Raad kennis neem van die verslag.*

### **ISINDULULO**

Sesokuba iBhunga lithathele ingqalelo ingxelo.

## **6. DISCUSSION / CONTENTS**

### **6.1 Background**

The Western Cape Province experiences drought and flood events with significant adverse impacts. Historically, the province has been the most disaster prone in the country. The projected increased temperatures in

the future are certain for the Western Cape, whereas rainfall projections are less certain, with some projections revealing increased rainfalls, whilst others reveal decreased rainfall in the future.

The following climate change impacts have already been observed in the Garden Route District: increased average temperatures; shifts in seasonality; increased frequency of veld fires; increased magnitude and frequency of storm events accompanied by strong winds; more frequent and severe storm surges; and increases in rainfall variability; and increases in the number of dry days and consequent drought events. In addition, sea level rise and associated hazards are a major concern for coastal areas within the district. Sea level rise impacts are likely to include inter alia coastal erosion, flooding, destruction of infrastructure and saltwater contamination of freshwater bodies.

In response to these climate change hazards, the Garden Route District Municipality conducted Climate Change and Disaster Vulnerability Assessments for the district. These district assessments outlined the key Climate Change Vulnerabilities and Disaster Risks, as well as potential responses to address these vulnerabilities. As part of the Climate Change Vulnerability Assessment, a Garden Route district workshop was held with key environmental stakeholders of the seven Category-B Municipalities in the district, where the focus was specifically on the identification and review of key climate change vulnerabilities for the area. The process included the identification of context specific climate change indicators, assessing exposure, sensitivity and adaptive capacity. Participants also developed priority climate change responses.

The support provided to the Category-B Municipalities enabled the establishment of early warning systems linked to the early warning signals as identified by the Vulnerability and Disaster Risk assessments for the district. The early warning systems enables Municipalities to establish resilience initiatives as part of their preparation to act appropriately and in sufficient time to reduce the possibility of harm or loss by reducing or mitigating disaster risk.

The process consists of a multi-sectoral and interdisciplinary collaboration in order to support the development of capacities that are relevant and responsive to the needs of local communities.

## **6.2 DISCUSSION**

In order to unpack climate change and the realities that it will bring to all stakeholders the Department of Agriculture convened a multistakeholder dialogue on Climate Disaster Solutions. The GRDM Disaster Centre provided inputs to the Provincial Disaster Centre to be discussed at this dialogue. Attached as Annexure "A" a summary of this dialogue.

In addition, during the month of June it is always prudent to reflect on the severe wild- fire disaster which destroyed much of Knysna and surrounds on 7 June 2017 as well as the 2018 Outeniqua fires. These wildfires coincided with other climate driven events like a prolonged severe drought in the Klein Karoo interior affecting Kannaland- as well as Oudtshoorn Local Municipal areas followed by damaging floods in December 2022 that lead to more than R260 mil in damages to infrastructure in George- as well as the Oudtshoorn Local Municipal areas. The Garden Route Environmental Forum (GREF) is the regional public platform where environmental stakeholders can regularly and formally share their knowledge and experience with interested and affected parties. To this end GREF recognize the fact that there are significant environmental issues at play in the Garden Route, to discuss these as well as to keep abreast of best practice models, research, and management trends GREF has invited a number of recognized environmental and socio-economists to inform and share their knowledge and research at an Indaba to be hosted at NMU on 29 June 2023. Attached as annexure "B" the draft program of this Indaba.

## **6.3 Financial Implications**

There are no financial implications.

## **6.4 Legal Implications**

There are no legal implications.

## **6.5 Staff Implications**

None

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

There are no potential risk implications.

**6.8 COMMENTS FROM EXECUTIVE MANAGERS**

**6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

**6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted

**ANNEXURES**

Annexure A: Summary of dialogue

Annexure B: Draft programme of Indaba



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Change the World

## Garden Route Environmental Forum (GREF) Climate Change and Environmental Management Indaba, 29 JUNE 2023 – Nelson Mandela University

**Theme:** *Developing and planning for a climate-resilient environment (Creating climate-smart, resilient landscapes in the Southern Cape)*

### DRAFT Programme

**\*\* Notes for speakers:**

- Please note that due to time constraints, speakers are implored to strictly stick to set time limits, especially when making use of PowerPoint slides
- Where possible, speakers are requested to provide presentations to the Secretariat before the event

**08:30-9:00 Registration & Coffee/Tea**

**SESSION 1** *Facilitator:* Mr Cobus Meiring, Programme Director, Garden Route Environmental Forum (GREF)

TIME	ITEM	RESPONSIBILITY
9:00	Opening message / Introducing of facilitators/ House rules	Mr Cobus Meiring
09:10	Welcome address by co-host Nelson Mandela University: Dr Kaluke Mawila	Dr Kaluke Mawila, Principle, Nelson Mandela University
09:30	Key note address: Mapping and Visualizing the impact of Climate Change within the South African context	Dr Roy Marcus, Systems and Design Thinking Specialist, Executive Director, The Collaboratory
10:00	Address by Executive mayor of the Garden Route District Municipality, Alderman Memory Booysen	Alderman Memory Booysen

**10:45-11:05: Tea break**

TIME	ITEM	RESPONSIBILITY
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**SESSION 2** *Facilitator: Ms Pamela Booth, Manager Environmental Planning, Knysna Municipality*

TIME	ITEM	RESPONSIBILITY
11:05	The restoration of degraded ecosystems as a catalyst towards the healing of society	Dr James Blignaut, Resource Economist and Professor Extraordinaire attached to the SPL of Stellenbosch University
11:35	Economics of invasive alien plants management – invasive Alien Plant impact on Climate Change	Dr Romain Pirard, School for Climate Studies, University of Stellenbosch and Dr Chloe Guerbois, Sustainability Research Unit, Nelson Mandela University, George
12:05	Coastal zone vulnerability, management, and adaptation	Ms Marlene Laros, Director General DEA&DP, Western Cape
12:35	To be confirmed	Ms Ciska Terblanche, Nelson Mandela University

**LUNCH (13:05 – 13:50)**

**SESSION 3** *Facilitator: Dr Joshua Louw, Nelson Mandela University, School of natural Resource Science and Management*

TIME	ITEM	RESPONSIBILITY
13:50	Climate challenges in Knysna	Ms Pamela Booth, Manager Environmental Planning, Knysna Municipality
14:20	Planning and policies around informal settlements	Dr Rob Fincham, NMU SRU and Garden Route Biosphere Reserve
14:50	Dry land restoration project	Mr Japie Buckle, Director: Hive Ecosystems
15:20	Impacts of land activities on ecological infrastructure.	Ms Melissa Litnaar-Strauss, Department of Water and Sanitation, Breede Overberg Catchment Management Agency
15:50	Interactive participation and closing remarks	Prof Josua Louw, Director, School of Natural Sources Management, NMU, George and Dr Roy Marcus



**Multi-stakeholder Dialogue on  
Climate Disaster Solutions  
Summary Report**

## ***Summary Report on the Multi-stakeholder Dialogue on Climate Disaster Solutions***

### **Moving from relief to resilience and risk reduction**

**Date:** 24-25 April 2023

**Venue:** Die Keldery Conference Centre, Vredendal

#### **Objectives**

1. Learning from lessons of the past (post-2016)
2. Revisit existing relief tools and resources
3. Forward planning for greater resilience

#### **Background**

The Dialogue was a follow-up to the Drought Dialogue for the Agricultural sector held in June 2016, which concluded with 32 jointly identified challenges, prioritised to 5 actionable points that were subsequently implemented. The April 2023 Dialogue went beyond drought to cover all climate-related extremes and disasters across the Western Cape Province, aiming to "Move from relief to resilience and risk reduction".

Since 2016, climate-related disasters have persisted and appeared to be occurring with increasing frequency, intensity and impact on agriculture. The reliance on disaster relief is not sustainable in the longer term. A new emphasis on disaster risk reduction and the building of climate resilience is necessary, with stronger collaborations and partnerships and more efficient use of resources.

The SmartAgri plan (Climate Change Response Framework and Implementation Plan for the Agricultural Sector of the Western Cape, 2016) is based on four Strategic Focus Areas, the second of which aims to "Strengthen effective climate disaster risk reduction and management". The SmartAgri external evaluation of 2020 concluded that only patchy progress had been made thus far in implementing the objectives under this Focus Area. Therefore, we must identify and implement adaptation actions that proactively respond to inevitable future extreme circumstances such as heat waves, wind and storms, hail, floods, droughts, fires, increased pressure of pests and predators, and devastating diseases/epidemics to reduce impacts through greater preparedness and resilience.

The Multi-stakeholder Dialogue on Climate Disaster Solutions for the Western Cape brought together 81 government decision-makers at District and Provincial levels, with critical National level officials, smallholder and commercial farmers and representatives of organised agriculture and industry commodity organisations, conservation bodies, representatives of the banking sector, related agri-businesses, and selected subject experts (see Appendix for list of participants).

### Outputs of Day 1: 24<sup>th</sup> April

On 24<sup>th</sup> April, 11 working groups discussed the risks, impacts and vulnerabilities of climate disasters in the Western Cape Province, as well as the negative lessons (challenges, barriers) learned since 2016 that must be turned into positive actions, and the positive lessons (successes) that should be further developed and scaled up. The following tables provide a summary of the results of the group discussions.

#### ***Identify the climate disaster risks since 2016***

Sub-optimal rainfall patterns – timing of rainfall
Drought, dams not filling, groundwater levels decreasing
Water quality decreasing
Floods
High temperatures / heatwaves
Extreme cold temperatures
Wind + high temperatures: extremes of evapotranspiration
Strong winds
Increase in disease/pest pressure and severity (human, animal & crop)
Hail / severe thunderstorms
Frost
Fires
Locusts
Predators
Electricity crisis

#### ***Identify the impacts of these risks***

Decreased production, crop/animal losses, fluctuations in production
Loss of quality of fodder, veld and product
Financial losses, income variability, increased input costs, increased insurance costs, altered credit ratings
Loss of investor confidence, reduced value of land
Loss of market share and markets
Soil erosion and degradation, loss of nutrients
Loss of biodiversity and ecological infrastructure
Production on increasing or decreasing land area - negatives
Increased pressure on veld (stocking rates)
Increasing pressure from pests, predators, diseases
Damage to infrastructure, additional infrastructure costs
Energy crisis: cost of supply and energy alternatives
Job losses, increased youth unemployment
Human health risks, mental health, violence, substance abuse
Increased food prices, increased food insecurity
Pressure on resources and service delivery, informal settlements
Increased social unrest
Severe economic consequences, no growth, reduction in GDP

**Identify the crops, livestock, people and regions that were most vulnerable**

Crops	<ul style="list-style-type: none"> <li>Wheat, canola, barley, lupins, medics, oats, coriander (north-west)</li> <li>Maize/wheat under pivot irrigation</li> <li>Potatoes (Sandveld)</li> <li>Rooibos tea</li> <li>Vegetables (Garden Route)</li> <li>Lucerne, onion seed production (Klein Karoo)</li> <li>Deciduous fruit, table grapes, wine grapes, citrus, berries</li> </ul>
Livestock	<ul style="list-style-type: none"> <li>Dairy (Garden Route)</li> <li>Small stock, large stock, ostriches (drought: Central Karoo, Klein Karoo, Matzikama)</li> <li>Small stock, large stock, ostriches (pests &amp; diseases: everywhere)</li> <li>Small stock (predation: Central Karoo, Klein Karoo, Matzikama)</li> <li>All livestock (floods: Overberg, Cape Winelands, Central Karoo, Garden Route)</li> <li>All livestock (wildfires: Overberg, Cape Winelands, Garden Route, West Coast)</li> </ul>
People	<ul style="list-style-type: none"> <li>Farmers (subsistence to commercial)</li> <li>Agri-workers (permanent and seasonal) and all other labour</li> <li>Communities, especially vulnerable and marginalized groups e.g. agri-workers, women, children and people in informal settlements</li> <li>Urban dwellers have more access to resources and quicker reaction times even if marginally</li> <li>Whole agri value chain: Agri-processors, storage facilities, transport industry</li> <li>Rural agri-businesses/economies (towns depending on agriculture as main business)</li> <li>Related businesses in rural towns e.g. tourism</li> </ul>
Regions (depends on risk)	<ul style="list-style-type: none"> <li>More arid areas: drought and predation</li> <li>North-west (Matzikama), then southwards to Sandveld and Swartland</li> <li>Marginal areas in the west</li> <li>Rural economies relying heavily on rain fed crops and not having other options: northwest, Rooi Karoo, northern parts of the Swartland (&gt;80% reliant on dryland agriculture)</li> <li>Warm Bokkeveld and Tankwa</li> <li>Berg River and south-west (Cape Winelands, CT Metro)</li> <li>Central Karoo</li> <li>Klein Karoo and Langkloof</li> <li>Kannaland: arid, little resilience, and political instability</li> <li>Overberg, Ruensveld, South Cape, to Mossel Bay (especially floods)</li> <li>Coastal mountains and plains: wildfires</li> </ul>

**What were the negative lessons (challenges, barriers) learned since 2016?**

These were grouped into seven themes.

Theme	Description
Lack of financial support	Financial losses led to producers taking more financial risks in the years after droughts. Farmers are not sharing losses to relevant entities. Challenge to obtain external investment and no sustainable financial bridging models.
Lack of information and data	Lack of information, e.g. support available to farmers and agri-workers. Climate data/monitoring. Access to climate services and info for planning. Measurement/ monitoring systems need to improve.
Lack of management of water and irrigation systems	Illegal dams. Water use authorisations, verification and validation. Illegal abstraction (from rivers and boreholes). Ineffective irrigation systems. Insufficient legal storage capacity. Some areas had dams but no water and others water and no dams – infrastructure. Over-allocation of resources. Infrastructure not maintained. Lack of strategic Provincial water planning.
Problematic laws and regulations	Disaster Management Act not making provision for perennial crops during drought.
Lack of coordination and government support	Government red tape to access support services. Multi-stakeholder approach – not all spheres of government and stakeholders are engaging at the right levels. Integrated IGR Planning and Coordination.
Lack of proper communication	Method and lag in communication. More frequent “check ins”. Non-inclusion of communities. Community unrest.
Lack of access to new technology – not affordable	Diminished ability to transform to CA practices because of financial position. Lack of funding, e.g. introduction of new technology. Affordability of technology. Lack of resources and affordability to improve systems.

**What were the positive lessons (successes) learned since 2016?**

These were grouped into nine themes.

Theme	Description
Improved production methods	Conservation agriculture showed the benefits of soil water retention and soil fertility, spreading risks, etc, so more producers started implementing CA. Diversification into other crops and livestock in these dryland production systems. Plant according to natural resources – plant smart! Adjusting and advancing farming practices.
Improved Information sharing	Sharing of information, e.g. provincial advisory forums. Collaborations in information sharing.
Good communication – one voice	Organised agriculture, e.g. commodity partners well integrated and speak with one voice. Dialogue at District and Provincial levels - advisory forums. Disaster situation and de-briefing reports. Better collaboration and partnerships: JOC, platforms such as RASS (Rural and Agricultural Sector Support committee) of DoA.
Improved technology and innovation	Renewable power – alternative energy options. Efficient irrigation – technology has improved - AI/ Netting/ Mulching/ Innovations – irrigation efficiency (more production per liter of water), irrigation scheduling. Technology for irrigation has changed/improved and seasonal amounts should take this into account.
Better cultivars/ material	Continued R&D of cultivar development and evaluation in affected areas. Cultivars – better selection, more drought resistant cultivars.
Better water usage and irrigation	Increased recycling of water/ alternative water sources/ groundwater to augment surface water – same water cycle. Efficient water conservation. Build capacity in good years – assurance of supply and more storage. Increased measurement of usage (needs further improvement).
Effective support systems	Support systems (from provincial government and organised agriculture). Strong Provincial and political supports. Good relationships within the sector and beyond. Local government role in managing scenarios – as an additional issue. Role of NGOs such as Gift of Givers.
Improved resource management	Learnt to do “more with less” – what is possible with scarce resources. Drought awareness increased/ better management of resources/ focus on natural resources and own value such as human capital.
Scientific data, forecasting and early warning	Using early warnings – seasonal outlook. Expansion of weather stations. Early warning standard operating procedures. Forecasting and early warning. Focus on scientific data – evidence, monitor, sense-making.

### Outputs of Day 2: 25<sup>th</sup> April

On 25<sup>th</sup> April, the working groups re-convened to discuss the seven “negative to positive” themes and the nine “positive to scale up” themes in more detail. The task was to choose the two most important themes from each group, and to develop specific actions that are required for each. After the group work, the themes were scored based on how many of the 11 groups chose each theme. Thus, the maximum would be 11. In the following table, the themes are ranked from the highest score to the lowest. The seven themes that scored between 3 and 6 are boxed in a thick black line, and these will be taken forward for further discussion by task teams and development into an Action Plan. The suggested specific actions for each, as discussed in the groups, will be consolidated and taken into the task team workshops. Task teams will be convened consisting of smallholder and commercial farmers, a small group of WC-DOA officials, managers of key industry organisations, and specific stakeholders as necessary e.g. banks and insurance companies, and officials from other government departments and institutions.

#### **Ranked themes from negative (orange) and positive (green) lessons**

Theme	Description	SCORE
<b>Lack of financial support</b>	Financial losses led to producers taking more financial risks in the years after droughts. Farmers are not sharing losses to relevant entities. Challenge to obtain external investment and no sustainable financial bridging models.	<b>6</b>
<b>Improved [adaptive] production methods</b>	Conservation agriculture showed the benefits of soil water retention and soil fertility, spreading risks, etc, so more producers started implementing CA. Diversification into other crops and livestock in these dryland production systems. Plant according to natural resources – plant smart! Adjusting and advancing farming practices.	<b>6</b>
<b>Lack of management of water [infrastructure] and irrigation systems</b>	Illegal dams. Water use authorisations, verification and validation. Illegal abstraction (from rivers and boreholes). Ineffective irrigation systems. Insufficient legal storage capacity. Some areas had dams but no water and others water and no dams – infrastructure. Over-allocation of resources. Infrastructure not maintained. Lack of strategic Provincial water planning.	<b>4</b>
<b>Problematic laws and regulations [that impede disaster risk management]</b>	Disaster Management Act not making provision for perennial crops during drought.	<b>3</b>
<b>Improved [adaptive] technology and innovation</b>	Renewable power – alternative energy options. Efficient irrigation – technology has improved - AI/ Netting/ Mulching/ Innovations – irrigation efficiency (more production per liter of water), irrigation scheduling. Technology for irrigation has changed/improved and seasonal amounts should take this into account.	<b>3</b>

<b>Better water usage and irrigation</b>	Increased recycling of water/ alternative water sources/ groundwater to augment surface water – same water cycle. Efficient water conservation. Build capacity in good years – assurance of supply and more storage. Increased measurement of usage (needs further improvement).	<b>3</b>
<b>[Greater use of] Scientific data, forecasting and early warning</b>	Using early warnings – seasonal outlook. Expansion of weather stations. Early warning standard operating procedures. Forecasting and early warning. Focus on scientific data – evidence, monitor, sense-making.	<b>3</b>
<b>Lack of coordination and government support</b>	Government red tape to access support services. Multi-stakeholder approach – not all spheres of government and stakeholders are engaging at the right levels. Integrated IGR Planning and Coordination.	<b>2</b>
<b>Lack of access to new technology – not affordable</b>	Diminished ability to transform to CA practices because of financial position. Lack of funding, e.g. introduction of new technology. Affordability of technology. Lack of resources and affordability to improve systems.	<b>2</b>
<b>Improved resource management</b>	Learnt to do “more with less” – what is possible with scarce resources. Drought awareness increased/ better management of resources/ focus on natural resources and own value such as human capital.	<b>2</b>
<b>Lack of information and data</b>	Lack of information, e.g. support available to farmers and agri-workers. Climate data/monitoring. Access to climate services and info for planning. Measurement/ monitoring systems need to improve.	<b>1</b>
<b>Lack of proper communication</b>	Method and lag in communication. More frequent “check ins”. Non inclusion of communities. Community unrest.	<b>1</b>
<b>Effective support systems</b>	Support systems (from provincial government and organised agriculture). Strong Provincial and political supports. Good relationships within the sector and beyond. Local government role in managing scenarios – as an additional issue. Role of NGOs such as Gift of Givers.	<b>1</b>
<b>Improved Information sharing</b>	Sharing of information, e.g. provincial advisory forums. Collaborations in information sharing.	<b>0</b>
<b>Good communication – one voice</b>	Organised agriculture, e.g. commodity partners well integrated and speak with one voice. Dialogue at District and Provincial levels - advisory forums. Disaster situation and de-briefing reports. Better collaboration and partnerships _ JOC, Platforms such as RASS (Darryl's platform).	<b>0</b>
<b>Better cultivars/ material</b>	Continued R&D of cultivar development and evaluation in affected areas. Cultivars – better selection, more drought resistant cultivars.	<b>0</b>

**Appendix: List of registered participants**

<b>Name of Participant</b>	<b>Institution</b>
Dr Ivan Meyer	WC-DOA Minister of Agriculture
Ms Marietjie van Jaarsveld	WC-DOA Ministry
Mr Daniel Johnson	WC-DOA Ministry
Dr Mogale Sebopetsa	WC-DOA Head of Department
Dr Ilse Trautmann	WC-DOA Agricultural Research and Regulatory Services (DDG:ARRS)
Mr Darryl Jacobs	WC-DOA Agricultural Development and Support Services (DDG:APSS)
Dr Dirk Troskie	WC-DOA Business Planning & Strategy
Mr Japie Kritzinger	WC-DOA Business Planning & Strategy
Ms Mary James	WC-DOA Communications
Ms Giselle Terblanche	WC-DOA Communications
Ms Ashia Petersen	WC-DOA Sustainable Resource Use & Management
Ms Jody Wentzel	WC-DOA Sustainable Resource Use & Management
Mr Rudolph Röscher	WC-DOA Sustainable Resource Use & Management
Mr Jan Smit	WC-DOA Sustainable Resource Use & Management
Ms Phyllis Pienaar	WC-DOA Sustainable Resource Use & Management
Mr Hannes Muller	WC-DOA Sustainable Resource Use & Management
Mr Grant Jephthas	WC-DOA Sustainable Resource Use & Management
Mr Jerry Aries	WC-DOA Agricultural Producer Support and Development
Mr Willem Burger	WC-DOA Agricultural Producer Support and Development
Mr Marius du Randt	WC-DOA Agricultural Producer Support and Development
Mr Albertus Dyason	WC-DOA Agricultural Producer Support and Development
Dr Gininda Msiza	WC-DOA Veterinary Services
Dr Chanel Lombard	WC-DOA Veterinary Services
Dr Chris de Brouwer	WC-DOA Research & Technology Development Services
Ms Annelene Swanepoel	WC-DOA Research & Technology Development Services
Dr Stephanie Midgley	WC-DOA Research & Technology Development Services
Dr Mike Wallace	WC-DOA Research & Technology Development Services
Ms Nelmarie Saayman	WC-DOA Research & Technology Development Services
Ms Theresa Smit	WC-DOA Research & Technology Development Services
Ms Bongiswa Matoti	WC-DOA Agricultural Economic Services
Ms Hayley Rodkin	WC-DOA Agricultural Education & Training
Ms Jacqui Pandaram	WC-DOA Rural Development
Mr Rasheeq Williams	WC-DOA Rural Development
Ms Karen Shippey	WC-DEA&DP Environmental Sustainability
Mr Gerard van Weele	WC-DEA&DP Climate Change

Mr Mpfunzeni Tshindani	WC-DEA&DP Climate Change
Ms Coral Birss	WC-DEA&DP CapeNature
Mr Marius Wheeler	WC-DEA&DP CapeNature
Mr Zaid Omer	WC-DOTP Department of the Premier
Mr Stanley Nomdo	WC-DH Department of Health
Mr Colin Deiner	WC-DLG Provincial Disaster Management Center (PDMC)
Ms Jessica van Schalkwyk	WC-DLG Provincial Disaster Management Center (PDMC)
Ms Leilani Christian	WC-DLG Provincial Disaster Management Center (PDMC)
Mr Shaun Minnies	WC-DLG Disaster Centre Cape Winelands District
Ms Shané Summers	WC-DLG Disaster Centre Overberg District
Dr Ikalfeng Kgakatsi	National Department of Agriculture, Land Reform and Rural Development (DALRRD)
Ms Oboneng Nonjola	National Department of Agriculture, Land Reform and Rural Development (DALRRD)
Mr Matiga Motsepe	National Department of Agriculture, Land Reform and Rural Development (DALRRD)
Ms Ntombizanele Bila-Mupariwa	National Department of Water and Sanitation (DWS)
Mr Rassie Nieuwoudt	National Department of Water and Sanitation (DWS)
Mr Mkhevu Mnisi	National Department of Water and Sanitation (DWS)
Ms Elani Heyneke	South African Weather Services (SAWS)
Ms Lebogang Makgati	South African Weather Services (SAWS)
Mr Jannie Strydom	Agri Western Cape and commercial farmer
Mr Mark Botha	Agri Western Cape and commercial farmer
Mr Liam Viljoen	Agri Western Cape and commercial farmer
Mr Sas Oosthuizen	Agri Western Cape and commercial farmer
Mr Laubscher Coetzee	Agri Western Cape and commercial farmer
Mr Heinie du Toit	Agri Western Cape and commercial farmer
Mr Dawie van Deventer	Agri Western Cape and commercial farmer
Ms Glaudi Skog	Agri Western Cape and commercial farmer
Mr Niël Joubert	Agri Western Cape and commercial farmer
Mr Daniël Minnaar	Agri Western Cape and commercial farmer
Mr Petrus Saal	Smallholder farmer
Ms Wadea Japie	Smallholder farmer
Mr Agmat Brinkhuis	Smallholder farmer
Mr Whernit Dirks	Smallholder farmer
Ms Alfreda Mars	Smallholder farmer
Mr Johannes Jacobs	Smallholder farmer
Mr Stuart van Rooy	Smallholder farmer
Dr Peter Johnston	University of Cape Town Climate System Analysis Group
Ms Anathi Makamane	University of the Free State
Ms Anel Jansen van Vuuren	Standard Bank
Ms Chrismaine Abrahams	First National Bank
Ms Gabrielle Redelinghuys	Winfield United South Africa
Mr Conrad Schutte	Vinpro
Prof Wiehann Steyn	Hortgro Science

Ms Eurica Scholtz	South African Table Grape Industry (SATI)
Mr Nico Uys	Red Meat Producers' Organization (RPO)
Mr Jannie Fourie	Wool Growers' Association (WGA)
Dr Keith du Plessis	CASIDRA

For further information please contact:

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**BACK TO AGENDA**

1. **PROGRESS REPORT WITH REGARDS TO THE ACTIVITIES OF THE DISTRICT FOOD PANTRY/ VORDERINGSVERSLAG MET BETREKKING TOT DIE BEDRYF VAN 'N DISTRIK VOEDSEL SPENS / INGXELO MALUNGA NEMISEBENZI EYENZEIWE YINDAWO UOKUGCINA UKUYA YESITHILI**

10/1/13/4

**REPORT FROM EXECUTIVE MANAGER COMMUNITY SERVICES (C AFRICA) /  
DISASTER MANAGEMENT PRACTITIONER / W JACOBS**

2. **PURPOSE**

To provide feedback on the activities of the District Food Pantry since the start of this initiative as well as to inform Council of the challenges that we currently experience.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

The Garden Route District Municipal Council resolved in September 2020 to, in collaboration with the Local Municipalities in the district, support the establishment of a district food pantry.

The George-, Hessequa-, Oudtshoorn- and Mossel Bay Local Municipalities completed their council approval process and MOA's were signed between these authorities and the Garden Route District Municipality to facilitate payment to Eden Community Hope Outreach NPC.

To date no formal MOA's have been entered into between the Knysna-, Bitou- and Kannaland Local Municipalities but these areas were also supported as the GRDM contributes 80% of their required contributions towards the Food Pantry.

During the latter part of last year, we've noticed that the meals and assistance provided by the Garden Route Food Pantry show a noticeable decline and from the 18-month feedback report provided by the management of the food pantry in January 2023, it was clear that in the current circumstances the initiative would struggle to be self-supportive by November 2023, when the current three-year MOA between the GRDM and Echo NPC will come to an end.

## 5. RECOMMENDATIONS

1. That Council take note of the activities of the Garden Route Food Pantry and the current concerns in terms of the sustainability of the Initiative.
2. That it be noted that Eden Community Hope Outreach NPC (ECHO) failed to adhere to the conditions set out in our current MOA and that Council consider terminating this MOA as set out in clause 19, with immediate effect.
3. That further legal action be considered to recover the costs paid to Eden Community Hope Outreach NPC (ECHO) should they fail to provide the required documents as per clauses 10 and 11 of the MOA by 31 August 2023.

## AANBEVELINGS

1. *Dat die Raad kennis neem van die aktiwiteite vir die Distriks Voedsel Spens asook die kommer oor die volhoubaarheid van die huidige initiatief.*
2. *Dat daarvan kennis geneem word dat Eden Community Hope Outreach NPC (ECHO) nie aan die voorwaardes soos in die huidige ooreenkoms bepaal, voldoen nie en dat die Raad oorweging daaraan skenk om in terme van klosule 19 van hierdie ooreenkoms met onmiddellike effek die ooreenkoms te beëindig;*

3. *Dat verderdere regsstappe tot die verhalings van kostes reeds aan Eden Community Hope Outreach NPC (ECHO) betaal oorweeg word indien die entiteit nie teen 31 Augustus 2023 die nodige dokumente soos vervat in klosules 10 en 11 aan GRDM oorhandig nie.*

## 6. DISCUSSION / CONTENTS

### 6.1 Background

On 30 September 2020 Council resolved that the cost for the establishment and run of the Garden Route Food Pantry would be split between the district and amongst the B-Municipalities as indicated in the Table below:

Local Municipality	% Contr.	Part of R55 000 p/m	% Funding provided by GRDM	Balance to be paid by each authority	Contribution over a 3-year period
<b>GRDM</b>			R21 780-00	R 21 780-00 p.m. (R261 360-00 p.a.)	R 784 080-00
<b>George LM</b>	35%	R19 250-00	-	R 19 250-00 p.m. (R231 000-00 p.a.)	R 693 000-00
<b>Mossel Bay LM</b>	15,5 %	R 8 525-00	-	R 8 525-00 (R102 300-00 p.a.)	R 306 900-00
<b>Oudtshoorn LM</b>	15%	8 250-00	80% (R6 600-00)	R 1 650-00 p.m. (R19 800-00 p.a.)	R 59 400-00
<b>Knysna LM</b>	12,5%	R 6 875-00	80% (R5 500-00)	R 1 375-00 p.m. (R16 500-00 p.a.)	R 49 500-00
<b>Bitou LM</b>	9%	R 4 950-00	80% (R3 960-00)	R 990-00 p.m. (R11 880-00 p.a.)	R 35 640-00
<b>Hessequa LM</b>	9%	R 4 950-00	80% (R3 960-00)	R 990-00 p.m. (R11 880-00 p.a.)	R 35 640-00
<b>Kannaland LM</b>	4%	R 2 200-00	80% (R1 760-00)	R 440-00 p.m. (R5 280-00 p.a.)	R 15 840-00
<b>Total</b>				<b>R 55 000-00 p.m. (R660 000-00 p.a.)</b>	<b>R 1,980,000-00</b>

Since the onset of the initiative, the mutual understanding between the implementing agency, Eden Community Hope Outreach NPC (ECHO) and

GRDM was that this agreement would be for a period of three (3) years.

It was agreed that it would be required from ECHO to solicit donations, external funders, and arrangements with external parties to ensure that the Garden Route Food Pantry become self-supportive and a sustainable initiative over this three-year period.

### **Discussion**

Since the establishment the Garden Route Food Pantry, almost three (3) years ago, all indications were that the implementing company, Eden Community Hope Outreach NPC, was effective in the roll-out of the Garden Route Food Pantry initiative. The GRDM facilitated an agreement between the Garden Route Food Pantry, SANTAM as well as the Western Cape Department of Social Development that provided support and where possible assistance to the Food Pantry.

To date the Manager of the NPC reported in quarterly feedback reports that they had various discussions with possible funders, both local and internationally, to ensure that this initiative become self-supportive and sustainable.

In March 2022, after the break between SA Harvest and the Garden Route Food Pantry, the Manager of the Food Pantry, Mr Carl van Blerk, indicated that:

*"We extend a plea to the municipality to reach out to possible national and international funders and supporters who could provide the necessary funding to keep the facility afloat and to extend the food supplies."*

Unfortunately to date, no external funders could be raised.

Since July 2022 it has been noted that the activities of the Garden Route Food Pantry were scaled down substantially with some staff being retrenched and noticeably very little stock on hand at the storehouse. In addition to this, no audited annual financial statements nor monthly updates on the donations received, as well as the amount of people fed, were provided to the GRDM.

In January 2023 the Department called for an official report from ECHO. This report was received on the 25<sup>th</sup> of January 2023, see attached as annexure "A".

**Obligations of Eden Community Hope Outreach NPC in terms of the current Memorandum of Agreement (MOA)**

In terms of clauses 10 and 11 of the MOA that was entered into between the GRDM and Eden Community Hope Outreach NPC the company were obligated to do the following:

*Clause 10 - "Echo must deliver the following information to the District Municipality in terms of section 67 of the Municipal Finance Management Act, 56 of 2003:"*

- Monthly report on actual expenditure against the transfer of the funds mentioned in clause 1 above.
  - Reports from Eden Community Hope Outreach NPC with regards to actual expenditure were received on the following dates:
    - December 2020
    - January 2021
    - February 2021
    - August 2021
    - September 2021
- *Monthly reports on all donations received.*
  - Reports from Eden Community Hope Outreach NPC with regards to donations received were received on the following dates:
    - January 2021
    - February 2021
    - March 2021
    - April 2021
    - May 2021
    - June 2021
- *Monthly report on the number of people fed.*
  - Reports from Eden Community Hope Outreach NPC with regards to the number of people fed were received on the following dates:
    - January to March 2021 – 39 605 meals delivered.
    - April to June 2021 – 369 153 meals delivered.
    - July to September 2021 – 781 017 meals delivered.
    - November 2021 – 1 250 143 meals delivered since the establishment of the Food Pantry.
    - January 2022 – 168 095 meals delivered.

- February 2022 – 99 865 meals delivered.
- March 2022 – 113 316 meals delivered.
- *Monthly records of people assisted must be kept and submitted to the District Municipality.*
  - No reports were received from Eden Community Hope Outreach NPC with regards to people assisted.
  -

*Clause 11 - "Echo must annually submit audited financial statements of all financial activities to the District Municipality within thirty (30) days of receiving the audited financial statements".*

- To date no audited financial statements were received from Eden Community Hope Outreach NPC, despite numerous requests being submitted to them to submit the audited financial statements.

In respect of the above, Clause 19 of the MOA entered between the GRDM and Eden Community Hope Outreach NPC states that:

*"Should ECHO not adhere to any of the terms or conditions of this agreement, the District Municipality will have the right to cancel this agreement with immediate effect and to request a refund of the funds paid to ECHO, with interest at the standard rate of interest. Such refund must be made to the District Municipality within 14 (fourteen) days of receipt of a written request from the District Municipality in this regard, failing which legal steps to recover the funds will be instituted without further notice to ECHO. "*

### **E-mail with regards to fraudulent activities**

On the 4<sup>th</sup> of July 2023 the Executive Mayor of GRDM, Ald Memory Booysen, received an anonymous e-mail regarding fraudulent activities by the Management of the Garden Route Food Pantry. This is still being investigated by the GRDM Disaster Management and Legal Services.

### **Way forward**

To be pro-active both the South African Red Cross as well as the local manager for the NGO, Gift of the Givers, were contacted to solicit their support in terms of the GRDM Food Pantry initiative. Both these NGO's are willing to have further discussions.

### **6.3 Financial Implications**

The total cost to the municipality has been R 21 780-00 per month. This equates to R261 360-00 per annum and for the three-year period R 784 080-00.

### **6.4 Legal Implications**

None

### **6.5 Staff Implications**

The decision to establish the Garden Route Food Pantry had no staff implications.

### **6.6 Previous / Relevant Council Resolutions**

The Garden Route District Municipal Council resolved on 4 May 2020 that an investigation should be done to determine the possible establishment of a District Food Pantry. An agenda item was submitted to the District COVID19 Committee who have subsequently supported the initiative.

On 30 September 2020 Council resolved that the cost for the establishment of the District Food Pantry would be split between the district and amongst the B-Municipalities as indicated in the table above.

On 26 November 2020 Council resolved that the GRDM would fund the total monthly cost required to establish the Garden Route Food Pantry for a period of three (3) months (December 2020 – February 2021). This amounts to 3 x R55 000-00 p.m. = R165 000-00. This cost would then be recovered from the local municipal contributions as soon as their final contributions towards the Garden Route Food Pantry is received.

**6.7 Risk Implications**

There are no foreseen risks associated with the proposed decision for Council to establish the Garden Route Food Pantry. Regular Food Safety inspections are done at the Food Pantry to ensure that prescribed hygiene standards are adhered to.

**6.8 COMMENTS FROM EXECUTIVE MANAGERS****6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendations supported.

**6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted

[\*\*BACK TO AGENDA\*\*](#)

**1. REPORT ON THE PROGRESS OF THE GARDEN ROUTE GROWTH AND DEVELOPMENT STRATEGY IMPLEMENTATION / *VERSLAG RAKENDE DIE VORDERING GEMAAK RAKENDE DIE IMPLEMENTERING VAN DIE GROEI EN ONTWIKKELINGSSTRATEGIE* / INGXELO NGOMSEBENZI WOKUMISELWA KWESICWANGCISO SOBUCHULE BEZOHLULO NOPHUHLISO LWE GARDEN ROUTE**

**REPORT FROM THE EXECUTIVE MANAGER: PLANNING AND ECONOMIC DEVELOPMENT (L. MENZE) / MANAGER: DED & TOURISM (R. DYANTYI)**

**2. PURPOSE**

To inform Council of the progress of the implementation of the Growth and Development Strategy through the seven strategic priority focus area clusters:

- A Water Secure Future
- A Circular Economy
- Resilient Agriculture
- Sustainable Tourism
- Supporting Wellbeing and Resilience
- A connected economy: Transport and Rural-urban integration and ICT
- Sustainable Local Energy Transition

**3. DELEGATED AUTHORITY**

Council.

**4. EXECUTIVE SUMMARY**

Each of the clusters were provided with a draft Terms of Reference for them to adopt at their cluster meetings. The respective meetings took place on the following dates:

Circular Economy – 16 March & 01 June 2023

Resilient Agriculture (Agro-processing Steercom) – 19 May & 28 June 2023

Connected Economy – 19 May 2023 (Regional ICT)

Sustainable Energy Transition – 16 March & 25 May 2023

Sustainable Tourism – 21 February 2023 (Report on summer 2022 was submitted to the Economic Development Portfolio Committee in March 2023.

Wellbeing and Resilience will take place on 03 August 2023

Water Security – 25 March 2023 (Workshop seeking buy-in from stakeholders)

Cluster Leads Work Session will take place on 04 August 2023

### **Interventions**

Despite the challenges encountered by the clusters, the GRDM and EDP have facilitated one on one sessions to seek solutions for seamless operations of the clusters to execute their implementation plans. A Terms of Reference for each cluster was the outcome of these sessions.

After adopting the Terms of Reference per cluster, the implementation of projects identified within the cluster implementation plans developed, have been the main focus of the various cluster leads and cluster members. The cluster leads have been required to report on the progress of these projects by populating/updating the report template with the assistance of the LED unit and the skills mecca technicians who serve as the administrative assistants for the clusters. The GDS Technical Steering Committee took place on 20 June 2023, where the cluster leads each did their report back on the progress of the implementation plans. **Attached Reports as Annexure A.**

A session took place between GRDM and EDP on 05 July 2023 as an outcome of the Technical Steering Committee. It is proposed that continuous engagements with cluster leads is necessary as a mitigation measure to minimise any risk of failure to ensure alignment to the Growth and Development Strategy.

## **5. RECOMMENDATION**

That Council takes note of the report on the progress of the Growth and Development Strategy implementation through the seven key focus area clusters.

### **AANBEVELING**

*Dat die Raad kennis neem van die verslag rakende die vordering met die implementering van die Groei- en Ontwikkelingstrategie deur die sewe sleutelfokusareaklusters.*

### **ISINDULULO**

Sesokuba iBhunga lithathele ingqalelo umsebenzi wengxelo yokumiselwa koBuchule Bohlumo Nophuhliso ngokwenkalo ezingundoqo ezisixhenxe zamasebe.

## **6. DISCUSSION / CONTENTS**

### **6.1 Background**

The Garden Route Recovery Plan interventions for each sector, as well as the initiatives identified in the GDS were utilized as the basis from which the plans were developed. The Clusters have been formed where the work will be done on identified activities, and catalytic projects together with the GRDM, local B-Municipalities, national and provincial Government, agencies and the private sector at a later stage. Relevant stakeholders per strategic priority were

identified as key members of the specific Clusters, and invited to attend the workshop for each strategic priority, that will guide each Cluster towards an implementation plan that will prioritise projects on short, medium and longer term basis.

It is important to re-iterate that the implementation of the GRG&DS is crucial in terms of making the impact in the region, through partnerships and collaboration with stakeholders, both inside and outside the region, inclusive of private and public sector. With reference to the Council Institutional Strategic Session which took place on 20 and 21 April 2023, the initiatives were workshoped with councillors and stakeholders to determine what needs to be done to manage the impact of energy on each cluster, as well as how to influence the enabling conditions required to manage or minimise this impact.

## **6.2 Financial Implications**

During the implementation of the GRG&DS funding from Council, as well as from other public and private stakeholders will be needed to be able to implement programmes and projects.

## **6.3 Legal Implications**

None.

## **6.4 Staff Implications**

None.

## **6.6 Previous / Relevant Council Resolutions:**

Adoption of the Garden Route Growth and Development Strategy by Council on 30 March 2021.

Adoption of the Garden Route Economic Recovery Plan on 30 March 2021.

Approval of the GDS Implementation Plan on 27 February 2023.

## **6.7 Risk Implications**

There are no foreseen risks associated with the proposed decision for Council to not implement the Directions.

## **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

**6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted



## Proof of Payment

Date: 03/07/2023 Time: 2:44:29 PM

Profile name:	GARDEN ROUTE DISTRICT MUNICIPALITY
Batch reference number:	1536059187
Payment reference number:	000000004100120605
Payment date:	01/07/2023
Payment capture date:	01/07/2023
Payment authorise date and time:	01/07/2023 08:39:50 AM
From account name:	*GARDEN ROUTE DISTRICT MUNICIP
From account description:	*GARDEN ROUTE DISTRICT MUNICIP - 1186616261
From account statement description:	MAAA0464728/230630
Beneficiary account number:	740143867
Beneficiary/ Recipient name:	CASIDRA
Beneficiary statement description:	GRDM
Branch code:	632005
Amount:	1,000,000.00
Real-time:	No

Additional comments by payer:

View your account to **confirm that you have received this payment.**

- All payments are subject to clearing rules.

Please refer to landing page for cut off times and telephone numbers.



**ADDENDUM TO MEMORANDUM OF AGREEMENT ENTERED INTO BY AND  
BETWEEN**

**GARDEN ROUTE DISTRICT MUNICIPALITY**

a municipality duly established in terms of Local Government Municipal Structures

Act 117 of 1998

herein represented by **MONDE GIVEN STRATU** in his capacity as **Municipal  
Manager** duly authorised thereto

(hereinafter referred to as "**the Client**")

and

**CASIDRA SOC LTD**

Registration number **1973/006186/30** and herein represented by

**DR. KEITH ROLAND DU PLESSIS**, in his capacity as **Chief Executive Officer**

duly authorised thereto

(hereinafter referred to as "**Casidra**")

Handwritten signatures and initials: *KA*, *DN*, *KdP*, *JP*, *in*, and a circular stamp with the text "type text h".

**PREAMBLE**

**WHEREAS** the Parties concluded a Memorandum of Agreement with each other on 17 November 2022 (hereinafter referred to as the Principle Agreement), whereby the District Municipality committed to the SMME support programme and whereas equipment and materials will be procured and delivered to SMME's that went through a complete assessment process and were approved based on the assessment process outcomes.

**AND WHEREAS** the District Municipality will utilize a Government Agency for the procurement and delivery of all SMME's required items .

**AND WHEREAS** the District Municipality as part of its 2022/2023 financial year, approved an amount of R350,000.00 (Three Hundred and Fifty Thousand Rand), and as part of its approved adjustment budget by the Council for the 2023/2024 financial year, approved an additional amount of R1,000,000.00 (One Million Rand) towards the SMME support programme, in particular, for an Agri-processing project, which entails the erection of a multi-purpose processing unit to support the value chain for indigenous products within the Garden Route District.

**AND WHEREAS FURTHER** the Parties wishes to amend certain clauses to the Principle Agreement.

**NOW THEREFORE THE PARTIES AGREE TO AS FOLLOWS:****1. Ad Clause 4. – COMMENCEMENT AND DURATION OF AGREEMENT**

Clause 4. to be amended, to read as follows:

"Notwithstanding the date of signature of this agreement, the agreement shall commence on 01 November 2022 and shall terminate upon practical completion of the services described in this agreement, which shall not exceed 30 June 2024."

**2. Ad Clause 5. - CONTRIBUTIONS AND PAYMENT CONDITIONS**

Clauses 5.1 and 5.3 to be added to, to read as follows:

"5.1 The District Municipality will contribute a total amount of R350,000.00 (Three Hundred and Fifty Thousand Rand) from the 2022/2023 Economic Development budget, plus an additional amount of R1,000,000.00 (One Million Rand) from the 2023/2024 approved adjustment budget.

5.3 The District Municipality, undertakes to ensure that payment in respect of the administrative fee, being the amount of R35,000.00 (Thirty-Five Thousand Rand) for financial year 2022/2023, plus an additional amount of R100,000.00 (One Hundred Thousand Rand) for financial year 2023/2024, be affected within 30 (thirty) days of the submission and receipt of the statement received from Casidra."

**3. Ad Clause 6. – ROLES AND RESPONSIBILITIES OF CASIDRA**

Clause 6.1 to be added to and 6.4 to be amended, to read as follows:

"6.1 Procurement of items within the scope of the R350,000.00 (Three Hundred and Fifty Thousand Rand) as per funding from the District Municipality (financial year 2022/2023), as well as for the procurement of items within the

*Handwritten signatures and initials:*  
 DN, Kdp, m, and other initials.

scope of the R1,000,000.00 ((One Million Rand) as per funding from the District Municipality (approved adjustment budget financial year 2023/2024), in terms of financial policies applicable to government agencies, as per the list that will be provided to Casidra."

- 6.4 Complete report will be submitted to the District Municipality on the programme by 14 June 2024 and all balances not spent must be paid back to the District Municipality on/or before the 14 June 2024."

**4. Ad Clause 16. - DELEGATION OF POWER**

Clause 16. to be amended, to read as follows:

**Garden Route District Municipality** shall be represented by:

1. M. G. STRATU (Municipal Manager)
2. L. MENZE (Executive Manager: Planning and Economic Development)
3. RICHARD DYANTYI (Acting Manager: Economic Development and Tourism)

**5. Ad Clause 17. - REPORTING FINANCIAL REQUIREMENTS**

Clause 17.1 to be amended, to read as follows:

- 17.1 Reports must be submitted by Casidra to the District Municipality after 6 (six) months, and a final report at the end of the financial years 2022/2023 and 2023/2024 in terms of the spending of the funding against progress of the SMME Support programme.

**6. GENERAL**

This addendum together with the remainder of the Principle Agreement constitutes the whole agreement between the parties as to the subject matter hereof and no agreement, representations or warranties between the parties other than those set out herein are binding on the parties.

**The District Municipality**

THUS DONE AND SIGNED AT GEORGETOWN ON THIS 29<sup>TH</sup> DAY OF JUNE 2023.

**AS WITNESSES:**

1. [Signature]

[Signature]  
MONDE GIVEN STRATU  
MUNICIPAL MANAGER

2. [Signature]

KdP  
DN P M

Casidra

THUS DONE AND SIGNED AT Paarl ON THIS 27<sup>th</sup> DAY OF June 2023.

AS WITNESSES:

1. D. Nefdt

2. [Signature]









DR. KEITH ROLAND DU PLESSIS  
CHIEF EXECUTIVE OFFICER

Reallocate Task

Go

## MM review comments and Sign Document

2554134, Extension of SLA with CASIDRA for Agro-processing project      

Stage		//
From SBP 212		//
Name	Extension of SLA with CASIDRA for Agro-processing project	//
Initiator	KLAASK	//
Title of Document	Extension of SLA with CASIDRA for Agro-processing project	//
Document Description	To request the approval for an extension of the Service Level Agreement with Casidra which expires on 30 June 2023. The attached is the approved memo signed by the Municipal Manager dated the 13th of June 2023 this memo was amended with additional recommendation.	//
Department	Planning and Economic Development Services	//
Access Level	Public	//
Initiator Comment		//
Additional Comments		//

// Human Resources

HR Related: No

//

HR UserID

//

HR Section Head Outcome

//

HR Section Head Comment

//

HR Manager Outcome

//

HR Manager Comment

//

HOD UserID

//

HOD Corp Serv Outcome

//

HOD Corp Serv Comment

//

Manager User ID DYANTYIR

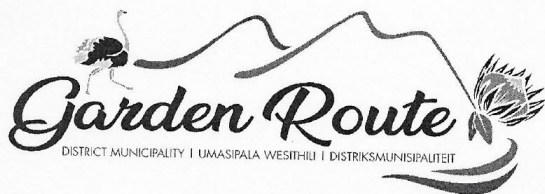
//

Manager Outcome Recommended

//

Manager Comment	The attached memo is recommended as per the grant funding from Department of Local Government 2022/23 FY and the GRDM budget for 2023/24 financial year. This project form part of the GDS and JMA interventions for GRDM.		
			Head of Department
HOD Initiator UserID	MENZEL		
HOD of Initiator Outcome	Recommended		
HOD of Initiator Comment	Support the additional recommendation.		
			Financial
Fin Imp UserID	LOLIWET		
Financial Implications	Yes		
Financial Implication Outcome	Recommended		
Financial Implication Comment	The grant funding should be used for this project. The Municipality budgeted R150 000 for own funding.		
			Legal

Legal Manager Outcome	Recommended	
Legal Manager Comment	Supported, subject to the recommendation of the acting CFO that the grant money must be used for this project and adherence to the conditions of the grant	
Legal UserID	DAVIDSN	
Strategic Manager's Outcome	Recommend	
Strategic Manager's Comment	Recommended.	
		Other
Other UserID		
Supply more info comment		
MM User ID	MOND	
MM Outcome *		



DEPARTMENT PLANNING & ECONOMIC  
DEVELOPMENT SERVICES

## MEMORANDUM

		<b>Reference:</b>	19/2/20
<b>To:</b>	The Municipal Manager: Mr Mònde Stratu	<b>Date:</b>	21 June 2023
<b>Copies:</b>	The Executive Manager: Planning and Economic Development: Mr Lusanda Menze	<b>Office:</b>	George
<b>From:</b>	The Acting Manager: District Economic Development & Tourism		
<b>Subject:</b>	Extension of SLA with CASIDRA for Agro-processing project		

### **PURPOSE OF THE MEMORANDUM**

To request the approval for an extension of the Service Level Agreement with Casidra which expires on 30 June 2023. The attached is the approved memo signed by the Municipal Manager dated the 13<sup>th</sup> of June 2023 this memo was amended with additional recommendation.

### **BACKGROUND/DISCUSSION**

The Garden Route District Municipality has received funding from the Department of Local Government to the amount of R1 million, after a project proposal was submitted for an Agri-processing project.

The project entails the erection of a multi-purpose processing unit to support the value chain for indigenous products within the Garden Route District. The first phase of the project will focus on processing of honeybush for various value chain products such as tea, water, juice, and cosmetics, however, the initial focus will be on tea.

This project is prompted by a dire need for more processing facilities in the region as communities that are mostly wild harvesters are dependent on a few processors within the Southern and Eastern Cape for processing of the tea. Wild pickers and emerging farmers are price takers i.e. the processors determine the price. This varies from R8 to R11 per kilogram and no value adding opportunities exist for these communities.

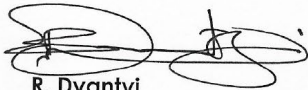
The project aims to provide one processing facility located on the Nooitgedagt farm (Oudtshoorn), property which is owned by the Garden Route District Municipality. It is envisaged that the project will produce a facility with a processing unit located on

The project requires procurement of material to erect this structure and unit, and the recommendation is that the existing SLA with Casidra be extended for a period of five months, and to allow for the R1 million project grant to be transferred to Casidra to execute the procurement for the project.

Casidra is a government implementation agency, the official implementation partner of the Department of Agriculture, and have demonstrated a proven track record that they do have the capacity and competence to perform this task.

#### **Recommendation**

1. That the Municipal Manager grant approval for the extension of the existing Service Level Agreement with CASIDRA to the end of June 2024.
2. That the amount of R1 million under the line item 013102003071 be transferred to the CASIDRA as per the approved adjustment budget by the Council for 2022/23 financial year.
3. That an amount of R100 000 be paid to Casidra for management fees in the 2023/24 financial year.
4. That the funds must be appropriated for the procurement of material and equipment for the successful delivery of the Garden Route Agri-processing project as per the Business Plant that was approved by Western Cape Department of Local Government.



**R. Dyantyi**

**Acting Manager: District Economic Development and Tourism**

**APPROVED**



**NOT APPROVED**

☐


**MG SIRATU**

**MUNICIPAL MANAGER**

**DATE:**



## GARDEN ROUTE DISTRICT MUNICIPALITY AGRO- PROCESSING SUPPORT PROJECT:

Funding application to the  
Department of Local  
Government through the JDMA



Garden Route District Municipality  
Head Office: 54 York Street, George, 6530  
Tel: 044 803 1300, Fax: 086 555 6303  
[www.gardenroute.gov.za](http://www.gardenroute.gov.za)

[www.facebook.com/gardenroutedm](https://www.facebook.com/gardenroutedm) [@GardenRoute\\_DM](https://twitter.com/GardenRoute_DM) [LinkedIn](#)

## FUNDING APPLICATION FOR THE GARDEN ROUTE AGRO-PROCESSING SUPPORT



### 1. INTRODUCTION

The name of the project is **Garden Route Agro-processing Support** which entails the erection of a multi-purpose processing unit to support the value chain for indigenous products within the Garden Route District. The first phase of the project will focus on processing of honeybush for various value chain products such as tea, water, juice and cosmetics,, however, the initial focus will be on tea.

7. This project is prompted by a dire need for more processing facilities in the region as communities that are mostly wild harvesters are dependent on a few processors within the Southern and Eastern Cape for processing of the tea. Wild pickers and emerging farmers are price takers i.e. the processors determine the price. This varies from R8 to R11 per kilogram and no value adding opportunities exist for these communities.

8. The project aims to provide one processing facility located on the Nooitgedagt farm (Oudtshoorn) which is owned by the Garden Route District Municipality. It is envisaged that the project will be expanded to produce two facilities with three processing units located in various municipalities within the Garden Route that would assist emerging farmers to process tea of high quality that could service local and international markets.

### 2. PROBLEM STATEMENT

9. Despite the abundance of Honeybush in the Garden Route District, the limited processing facilities and lack of marketing efforts are hindering the growth of the honeybush agro-processing industry thus resulting in missed opportunities for local

economic development and job creation. To mitigate the benefits being experienced by the neighbouring Province, it is advanced that an agro-processing facility on a small scale will greatly benefit the local farmers, wild harvester, and local community. The presence of formal structures for Honeybush tea farmers such as the Western Cape Honey Bush Tea Cooperative and the South African Honeybush Tea Association (SAHTA) improves the coordination of the sector.

10.

### **3. CONTEXT OF THE PROJECT**

The Garden Route District and Western Cape Province are known for their diverse and productive agricultural industry. The region is home to a wide range of crops and livestock, including fruit, wine grapes, vegetables, and dairy cows. Agro-processing is an important aspect of this industry, as it allows farmers and producers to transform raw agricultural products into value-added products that can be sold at a higher price.

Overall, agro-processing is a vital and growing industry in the Garden Route District and Western Cape Province, and plays a significant role in the regional economy and in the South Africa's exports. The region's agro-processing industry is diverse and productive, with a strong focus on sustainability and innovation.

Honeybush tea is one of agro-processing products and it is considered a valuable crop in the Garden Route District and Western Cape Province, as it provides an alternative income source for farmers and supports the local economy. In recent years, there has been a growing interest in honeybush tea and its potential health benefits. This has increased demand for honeybush tea, both domestically and internationally. Many companies in the region are now processing and packaging honeybush tea and exporting it to various countries.

Agro-processing of honeybush tea in the Garden Route District is an important industry that supports the local economy and provides a unique and valuable product. The honeybush tea industry has been growing in recent years, driven by increasing demand for the product, both domestically and internationally.

11. In line with the above, one of the priorities of the Western Cape Minister of Agriculture relates to market access with a focus on agri-processing and expansion. Agriculture and agri-processing contributes 11% towards the Western Cape Gross Domestic Product.

12. As per the 2022/23 Annual Performance Plan (APP) and the Agriculture and Agro-processing Master Plan (AAMP), the Western Cape Department of Agriculture (DOA) has identified Honeybush as a niche market with the aim of ensuring an inclusive and transformative sector. In line with the APP and AAMP, the DOA has over the past five years invested approximately R8 million to the sector within the Garden Route District whilst the national government through the Comprehensive Agricultural Support Programme has allocated R4 million for the 2023/24 financial year. Such investment has enabled the establishment of four-hectare plots within communities in Mossel Bay, George and /Bitou areas as most of the honey bush producers are situated in these municipal areas and also a 20-hectare honeybush orchard and nursery which allowed for the first black commercial entrant in the Honeybush value chain, namely, Herold Meander Pty Ltd who is based within the George municipal area. Further investment has been provided by the National Development Agency (NDA) and Small Enterprise Development Agency (SEDA) through purchasing of a tractor and packaging machine for the Western Cape Honeybush Tea Cooperative. To further demonstrate the commitment of government towards the honeybush tea sector, the National Department of Fisheries, Forestry and Environment has also developed the Honeybush Sector Development Plan to support indigenous species.

Garden Route District also adopted a Growth and Development Strategy / JDMA Implementation Plan and one of the pillars is a 'resilient agriculture and agri-processing' which recognizes that "agricultural value chains are underdeveloped, and there is a need to diversify activities, including agro-processing. Over time, the aim is to make exports both more desirable and valuable, adding to the region's economy.

#### **4. PROJECT OBJECTIVES AND BENEFITS**

The Garden Route Agro-processing Project aims to realize the following objectives and benefits:

##### **Project objectives**

- Developing sustainable and profitable honeybush farming practices to support and empower local farmers and communities.
- Building a processing facility to turn raw honeybush into value-added products.
- Creating sustainable jobs and economic opportunities in the region through honeybush farming and agro-processing.
- Promoting the Garden Route District as a source of high-quality honeybush and related products.
- Improving access to local and export markets

- Promoting sustainable transformation and inclusive agriculture and agro-processing sectors.
- Enhance competitiveness and entrepreneurship opportunities through skills development and training.
- Achievement of the objectives of the NDP, Provincial Strategic goals, Agriculture and Agro-processing Master Plan, Garden Route Growth and Development Strategy and Garden Route Economic Recovery plan.

#### **Project benefits**

- Increasing the income and livelihoods of local farmers and communities through honeybush farming and agro-processing.
- Diversifying the local economy and creating jobs in the region. Approximately, 8 jobs will be directly created through the project. Additional benefits will be reaped by wild harvesters, emerging farmers, and agri-businesses in the areas of Oudtshoorn, George and Bitou.
- Developing a new market for honeybush and related products, which could increase demand for honeybush and support the local farming community.
- Improving the reputation of the Garden Route District as a source of high-quality honeybush and related products.
- Supporting conservation efforts for honeybush and surrounding landscapes which are unique to this area.
- Empowerment, inclusivity and transformation of emerging farmers in the agro-processing space to benefit from the full value-chain within commodities such as honey bush and other indigenous products.

### **5. PROJECT SCOPE**

The project scope will entail:

- Establishment of a honeybush tea processing facility
- Cultivating and harvesting honeybush tea plants
- Processing and packaging honeybush tea leaves
- Developing and marketing honeybush tea products
- Building relationships with local honeybush tea farmers and suppliers
- Establishing market presence to sell honeybush tea products to customers in particular local markets.
- Providing training and support to local honeybush tea farmers to help them improve their crop yields and quality.

### **6. PROJECT DELIVERABLES**

The DOA in partnership with the Agricultural Research Council (ARC) is conducting research and development process aimed at innovatively enabling this project to succeed through the design of a smaller processing unit from the research process

that will enable the processing of the honeybush tea at a small scale to be conducted in the identified Nooitgedacht farm. A normal processing facility that includes drying, fermentation and packaging is estimated at R 5 to R10 million without operational cost compared to this proposed technology and innovation which could result in three processing units at different sites at much lower cost. The following project milestones are expected:

Deliverable	Duration
Upgrading of the dilapidated building on Council property, farm 30, Nooitgedacht in the Oudtshoorn municipal area. (This encompasses approval of building plans, appointment of contractor for the refurbishment process and the actual refurbishment of the building including the upgrading of electricity to a 3-phase connection).	9 months
Procurement of a processing unit to be placed within the above building for security and covering purposes to protect the unit against theft and climate.	3 months
Training and support to local honeybush tea emerging farmers: Comprehensive training and ongoing Business Coaching.	2 weeks Ongoing (after the initial 2 weeks)
Marketing materials such as catalogs, brochures, and product descriptions help to promote and market the final honeybush tea products to customers.	3 to 4 months
Packaging materials - This includes materials used to package and brand the final tea products, such as boxes, tea bags, and labeling, ensuring that the final product is visually appealing and marketable.	2 months

## 7. PROJECT FUNDING

The project will be implemented in three phases amounting to approximately R1,4 million from 1 April 2023 until 30 June 2024. The budget breakdown will be quantified as part of the procurement process, however, the following items under each phase have been provided by specialist engineers.

### Phase 1: Estimated at R200 000 excluding VAT.

- Conducting heat penetration tests for optimal processing of tea in a 100kg batch electrical Autoclave.
- Design and cost the Autoclave – Produce design drawings.
- Project manage manufacturing of unit.
- Commissioning tests of unit. This refers to the development of the equipment by the specialist via DOA and ARC.

### Phase 2: Estimated at R200 000 excluding VAT.

- Produce a process flow chart with mass and energy balance for Honeybush tea processing for the following main process steps: Size reduction/cutting of tea; Hydration and Autoclaving; and Rack drying.
- Investigate solutions for the above.
- Size and cost a generator for the plant.
- Project management and commissioning of final Pilot plant.

#### **8. Phase 3: Estimated at R1 000 000.00 excluding VAT.**

- Entails further investigation on final packaging of tea
- Building renovations estimated
- Business coaching
- Transportation for the product

#### **Project co-funding**

- An amount of R150 000 will be contributed towards the project by GRDM.
- The Garden Route District Municipality has availed Farm 30 Nooitgedagt building for erection of the agro-processing facility through a 20-year lease agreement ending on 20 February 2041.

### **9. PROJECT IMPLEMENTATION**

Key milestones are:

<b>Milestones</b>	<b>Responsibility</b>
a. Preparation and submission of funding application to DLG	Garden Route DM
b. Funding approval	DLG
c. Conclusion of formal agreement	Garden Route DM & DLG
d. Appointment of service provider for upgrading of building	Garden Route DM
e. Procurement of processing unit	Garden Route DM
f. Establishment of a Steering Committee to drive project implementation	Garden Route DM & DLG
g. Approval of project implementation plan	Steering Committee
h. Training and support to emerging farmers	Garden Route DM in collaboration with DOA

13.

14. It is acknowledged that the provision of water supply for the project is critical and to this end, the Garden Route District Municipality is in receipt of a letter dated 25 May 2022 from the Breede Gouritz Water Management Area, confirming the existing lawful water use as contemplated in Section 32(1) of the National Water Act 36 of 1998 (the Act) for Nooitgedacht property, which may be continued with under Section 34(1) of the Act subject to any existing conditions or obligations attaching to the use until a licence replaces it.

### Project team

The project team comprises the following representatives:

Organization	Role
Garden Route DM	Project management and oversight
DLG	Funding, support and monitoring
DOA	Specialist advisory services and support
Oudtshoorn Municipality	Enabling role in terms of planning approval processes and project beneficiaries
SAHTA (as and when required)	Industry advisory services
ARC (as and when required)	Research and development

### Project ownership/ governance

The processing facility will be erected on land owned by the Garden Route District Municipality and the facility will thus for the same institution. The Oudtshoorn Local Municipality will be the beneficiary of the project whilst the operation of the facility is envisaged to in future, be done by the Western Cape Honeybush Tea Cooperative located in the project area through a formal agreement with the Garden Route District Municipality.

## 15. RISKS AND MITIGATION

Potential risks and mitigation factors for the project include:

Risks	Mitigating factors
Emerging farmers may not have the necessary knowledge and experience to effectively manage an agro-processing facility, which can lead to operational challenges and lower quality products.	Providing training and education to emerging farmers on agro-processing techniques and management. Facility is on a small scale coupled with research and development innovation thus enabling the project to operate effectively visa vi i.e. an autoclave versus a normal honeybush processing facility cost R10 million.
Emerging farmers may struggle to access the necessary infrastructure such as roads and power supply, which can impact the project's viability.	Investing in infrastructure development to improve access to roads and power supply through alternative power sources.
Weather-related risks such as droughts or floods which can damage crops and reduce yields	Honeybush tea is a drought resilient species Employ drought mitigating measures for planting.
Market risks such as fluctuating prices for raw materials or finished products	Emerging farmers will add value to the raw product i.e. having own branded tea that will be available in local retailers.

Risks	Mitigating factors
Operational risks such as equipment breakdowns or labour shortages	Regularly maintaining equipment and having backup systems in place (alternative energy sources)

## 16. LINKAGES WITH OTHER DEPARTMENTS

One of the key factors that is evident in the Garden Route is the fostering of partnerships to achieve goals and objectives in terms of its long-term vision for the region. The following formal partnerships are in existence and may be leveraged upon to support this project:

- Partnership with DOA as part of the development of the business plan and implementation of the project.
- Partnership with WCEDP in terms of the implementation of the Garden Route Growth and Development Strategy;
- Partnership with DEDAT and SEDA in terms of SMME support; and
- Pooling resources, as well as other expertise into the implementation of strategic programmes such as the SMME programme, specifically in the agriculture sector, can only lead to an impact on the ground and change in the lives of the people.

## 17. MONITORING AND EVALUATION

Monitoring through site visits will be conducted by the Steering Committee on a quarterly basis. A Ghanth chart will be developed, as part of the implementation, procurement, and monitoring processes.

**BACK TO AGENDA**

1. **QUARTERLY REPORT (3) – DETAILED IMPLEMENTATION OF THE GRDM'S AFFORDABLE HOUSING PROGRAMMES & PROJECTS (SH/FLISP/GAP INITIATIVES) / KWARTAALVERSLAG (3) – GEDETAILLEERDE IMPLEMENTERING VAN DIE GRDM SE BEKOSTIGBARE BEHUISINGS PROGRAM & PROJEKTE (SH/FLISP/GAP-INISIATIEWE) / INGXELO NGEKOTA (3) – INGCACISO YOKUMISELWA KWEENKQUBO KUNYE NEPROJEKTHI YEZINDLU EZIFIKELELEKAYO ZE-GRDM (AMAPHULO E SH/FLISP/GAP)**

**8 JUNE 2023**

**REFER REPORT FROM THE EXECUTIVE MANAGER (L MENZE) / MANAGER: HUMAN SETTLEMENTS (J MKUNQWANA)**

## **2. PURPOSE**

The purpose of this second Quarterly Report (3) as per the Top Layer Performance Milestones (TOP LAYER 59) serves to provide a further update on the status of the implementation of the GRDM's SH/FLISP/GAP Affordable housing programmes and projects to date.

## **3. DELEGATED AUTHORITY**

Council

## **4. EXECUTIVE SUMMARY**

This report serves to present a third quarterly report regarding the status of the listed targeted projects per the 30year outline of the GRDM's Integrated Human Settlements Strategic Plan and its aligned Human Settlements Sector Plan (HSSP).

This is largely guided by the GRDM' already approved Integrated Human Settlements Strategic Plan and Human Settlements Sector Plan (HSSP) programme and project requirements for long term delivery of affordable housing options.

This is in addition to an earlier submission of the 2nd Quarterly Report to Council during October 2022 as well a separate report to Council on 7<sup>th</sup> July 2022 of its various targeted Municipal and State Properties which it seeks to acquire and subsequently ensure leveraged use for future affordable housing programmes and projects. To shed related technical status, use has been made of a dashboard mechanism which talks to the number of projects in implementation and planned stages as follows:

3.1 two (2) are in full ownership of GRDM.

3.2 Four (4) are owned by the State (W.C Provincial DPW&I) and

3.3 One (1) is under the ownership of the Mossel Bay local Municipality.

These properties are in Restructuring Zones (RZs) and Priority Human Settlements Housing Development Areas (PHSHDAs) and by virtue of their appearance and location sit with significant potential for possible human settlement development which consist of the following housing typologies, namely:

- FLISP/GAP,
- Social Housing/Student accommodation and
- Inclusionary housing.

Recently in our consultation with the office of the HDA, it was made apparent to the GRDM by the former that we need to further reflect conceptual designs on some of the targeted properties to demonstrate social housing optimal use through the appropriate levels of densification linked to future and FLISP/Gap typology housing products. To this extent, efforts are being made to secure an appropriate architect/planning professional team to assist with such technical dimensions. These will be submitted to the HDA as requested as part of the proposed consideration for transfer of State Properties identified in the district.

## **5. RECOMMENDATIONS**

5.1 That Council take note of the status of the GRDM' Affordable Housing programmes and projects as outlined in 3<sup>rd</sup> Quarterly Report.

5.2 That Council further considers and note the related status of the GRDM's Affordable Housing Programmes and Projects outlined in the report.

- 5.3 That it be noted that Own Haven Housing Association has further progressed with the feasibility exercise to the extent of nearing completion of the Site Development Plan for erf 26823, Omega Street, George targeted for confirmation by end June 2023.
- 5.4. That Council to note that this is in line with formal reporting of Top Layer (59) Annual Performance requirements with the next 3<sup>rd</sup> Quarterly Update Report to be submitted during June 2023.

#### **AANBEVELINGS**

- 5.1 *Dat die Raad kennis neem van die status van die GRDM se Bekostigbare Behuising-programme en -projekte soos uiteengesit in 3de Kwartaalverslag.*
- 5.2 *Dat die Raad kennis neem van die verwante status van die GRDM se bekostigbare behuisingsprogramme en -projekte wat in die verslag uiteengesit word.*
- 5.3 *Dat kennis geneem word dat Own Haven Housing Association ver gevorder het met die uitvoerbaarheidsoefening tot die mate dat die Terreinontwikkelingsplan vir erf 26823, Omegastraat, George, wat vir bevestiging teen einde Junie 2023 geteiken is, byna voltooi is.*
- 5.4. *Dat die Raad kennis neem dat dit in ooreenstemming is met die formele verslagdoening van Toplaag (59) jaarlikse prestasievereistes met die volgende 3de kwartaallike opdateringsverslag wat gedurende Junie 2023 ingedien sal word.*

#### **6. DISCUSSION / CONTENTS**

The HDA in our recent consultation on 5<sup>th</sup> June 2023, further requested that Institutional Arrangements be formalised between them, the GRDM and the Western Cape Department of Infrastructure (WC Dol). A formal consultative session to expedite this will be held during 15 June 2023 with the three relevant stakeholders to deal with the Institutional Arrangements and mapping of the formal transfer process beginning with George East Hospital and Plantation Road properties currently owned by the National Department of Public Works. We have been advised that these two properties could potentially be the initial ones to be transferred to the GRDM.

In addition to above properties, the GRDM as part of its Human Settlements Top Layer Performance Targets is now required to report quarterly to Council on related progress with its Town Planning Strategic outline/guideline.

It should also be noted that the GRDM is now part of the Western Cape Social Housing Monitoring Task Team which meets quarterly to look at the state of social housing projects in the Western Cape, related challenges, progress and related risks and performance milestones across the Western Cape. The following stakeholders provide a useful conduit to look at comparative best practices and required interventions to ensure sustainable developments:

- Housing Development Agency (HDA),
- Western Cape and National Department of Human Settlements (WC & N DoHS),
- Social Housing Regulatory Association (SHRA), and
- All appointed accredited social housing partners and private developers.

## 6

This submission constitutes a third quarterly report to Council as is required relative to Performance Milestones (Top Layer 59). Previously, a report served before Council on 7<sup>th</sup> July 2022 with regards to the status of efforts to receive support from the HDA on specifically targeted Municipal and State Land and State Properties largely located in the George Municipal jurisdiction.

The GRDM whilst awaiting formal confirmation of related targeted sites and land parcels owned by the State, has now included the need for a Town Planning Strategic Framework which will further complement efforts to coherently target its usage of its own properties to service the long-term commitment for delivery of affordable housing programmes and projects in well located areas.

This report also constitutes the third cycle of Quarterly Reports to the council which the department has to prepare and submit for Council' common awareness on the status of the GRDM's Affordable Housing Programmes/Projects.

## List of Programmes & Projects – 2022/23 FY

Programmes & Projects	Category	Status	Comments
<b>1. Programmes</b>			
<b>IHS Strategic Plan</b>	Programme Framework	Approved 2021 and in current implementation extending to 2022/23 FY  Annual Review of the Strategic Plan held during November 2022.	Strategic and programme guideline for overall GRDM Project Implementation.  Council has since considered and approved the review process and newly updated GRDM HIS Strategic Plan (Version 2) w.e.f January 2023.
<b>HSSP</b>	Details programme implementation process	Approved March 2022 and in current implementation	Also a useful Guide for IHS Implementation programme.  Subject to review in 2022/23 FY
<b>Appointment of SHI</b>	SCM Process resulted in formal appointment of Own Haven Housing Association	Preferred SHRA Accredited social housing development and management partner  Ceremonial Handover to introduce Own Haven – 29/08/2022  Site Development Plan Framework awaited	In progress
<b>2. Projects</b>			
<b>Feasibility: Erf 26823, Omega Street George</b>	Potential Social Housing Project being pursued.  Measuring 5000 square metres.	Own Haven asked to formally submit Site Development Conceptually Framework	The site development conceptual framework awaited.

	<p>Civils and Geotech Study funded by the WC DoHS (R900 000) done and completed – February 2023</p> <p>Planning and Engineering Authorities attained</p> <p>OHHA initiated SDP (4 Storey walk up = 145 Unit yield) process in consultation with George Municipality.</p> <p>Formal feedback to GRDM on outcome of the process – Feb/March 2023</p>	<p>This will be the basis of formal development applications to the George Municipality</p>	<p>Consultative sessions ongoing between GRDM and Own Haven</p> <p>Once SDP approved GRDM Council, project implementation by OHHA – commencement in 2023/24 FY</p>
<b>Feasibility: Erf 3803, Mossel Bay</b>	<p>Agreement sought to use balance of feasibility commitment received from the WC DoHS</p>	<p>Planning assembly together with Mossel Bay Municipality.</p>	
<b>Accreditation</b>	<p>Municipal Accreditation Business Plan formally submitted to the WC &amp; N DoHS</p>	<p>Business Plan evaluation and interviews to commence during October and November 2022.</p> <p>Formal Letter of support – B Municipalities</p> <p>Only three Municipalities responded positively with two not supportive. The balance of two</p>	<p>Advanced preparations being conducted.</p> <p>SALGA office also offered guidance.</p> <p>Lack of positive responses from some Municipalities (Hessequa and George) as well as non-responsiveness of Knysna and Oudtshoorn has resulted in the</p>

		<p>have not responded.</p> <p>GRDM now forced to address the issue of non-responsiveness to the WC DoHS.</p>	<p>GRDM Accreditation process being stalled pending intervention by the WC DoHS authorities.</p>
<b>Demand Data Base</b>	<p>Process to encourage interested households in the GRDM initiated in order to determine level of demand and supply</p>	<p>Will be handed over to all GRDM Development partners</p>	<p>Useful indicator of the level of demand/need and types of project preferences from local communities.</p> <p>This will also be aligned to the WC DoHS HSS and other qualification requirements and validation.</p>
<b>De Hoop Housing Project</b>	<p>Advanced consultative processes</p> <p>Ned Geref Kerk current owner of targeted sites/property</p> <p>Application for activation of committed Planning Funds underway</p> <p>Pre-feasibility initially undertaken by ASLA</p> <p>Full feasibility to ensue through formal RFP process by Oudtshoorn</p> <p>Already a TRA application scheduled to be</p>	<p>Various stakeholders primarily from the local farming community</p> <p>Project when feasible will represent a partnership arrangements between the GRDM, Oudtshoorn Municipality, Agri-hub and De Hoop/Volmoed farming communities</p>	<p>Awaiting Oudtshoorn Municipality application to the WC DoHS</p> <p>Need for consideration of support to the relocation process by the above Municipality</p>

	submitted by the Oudtshoorn Municipality with the Ned Geref Church as owners having offered relocation site		
<b>FLISP/GAP Individual Ownership Schemes</b>	<p>On-going process in consultation with local Municipalities</p> <p>Two FLISP projects already near completion in George and Mossel Bay</p>	Two projects (Mossel Bay and Pacaltzdorp) being developed on an assignment basis by the WC DoHS.	<p>Beneficiation challenges require resolution.</p> <p>Alternative measures and use proposals being pursued as part of risk mitigation.</p>
<b>Land Acquisition Strategy Programme of Intervention done</b>	<p>The HDA formally approached to consider targeted sites and properties owned by the State for transfer to the GRDM.</p> <p>Latest request to conclude an Implementation Protocol.</p> <p>Further request for GRDM to commission use of conceptual design options relative to densities and optimal use.</p>	<p>Process ongoing with further consultation with the HDA.</p> <p>GRDM to consider appointment of a professional team (Architect/planner) to conceptually define desired 4 storey buildings and heights – targeted State properties.</p>	<p>On-going process.</p> <p>The National Government Steering committee expected to consider the GRDM application – submission by the HDA.</p>
<b>Review SDF</b>	Critical for defined nodes for concerted developments	Aligned to the MSDFs of the different district Municipalities	On-going
<b>Establishment of ITT</b>	Task Team to deal with all programme and project coordination requirements.		<p>Effective coordination – key to sustainability</p> <p>Reporting structures consists of MANCO, Portfolio Committees,</p>

			Council, DCF and MMF.
<b>Incentives Policy</b>	<p>Critical for deriving a supportive and enabling environment for affordable housing delivery</p> <p>Key for generating interest and partnership arrangements with SHIs and private developers.</p> <p>2 consultative sessions held during July – October 2022. This culminated in the presentation of an appropriate GRDM Incentive Policy Framework</p>	<p>All stakeholders consisting of the WC DoHS, 7 B Municipalities and the SHRA.</p> <p>B Municipalities expected to use the Incentive Policy Framework guideline and linked Template – cost quantities and respective percentage concessions:</p> <ul style="list-style-type: none"> <li>➤ Rates and Utilities</li> <li>➤ Parking Ratios</li> <li>➤ Building Plan Submission costs</li> <li>➤ Development costs concessions</li> <li>➤ Land value – internal equity contribution to feasibility of project</li> </ul>	<p>Draft document in advanced preparation</p> <p>ITT structure for regular and periodical meetings with all stakeholders (to date two sessions held in August and September 2022.</p> <p>A cost benefit analysis being looked into with the services of external consultants.</p>
<b>Inclusionary Housing Policy Framework</b>	<p>Recently approved by the WC Government as a new Policy – November 2022</p>	<p>Primary focus is forging of public-private sector partnerships – Municipalities and private sector developers.</p> <p>Shared arrangements and commitments between Municipalities and participating private sector developers.</p>	<p>Enhancement of scaled delivery – 30-year delivery outline.</p> <p>Realization of an enabling environment through a set of planning authority concessions (SPLUMA) and a set of identified incentives to make this a</p>

		<p>Ideally projects should be targeted in well located areas for ease of socio-economic integration, mobility, access to jobs, social and infrastructural services – RZs and PSHDAs.</p>	<p>realisable proposition.</p> <p>Private sector developers to look at leverage use of some of their properties/land parcels to make this possible.</p> <p>Concluding mutually acceptable contractual arrangements which outline respective responsibilities</p>
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### 6.1 Establishing a GRDM Municipal Land/ Building Pipeline

The GRDM as part of its commitment and context of spatial transformation requirements, has now geared itself to undertake the primary output of precinct planning process. This orientation advocates for identification of adequate well placed suitable land and properties for targeted development. This requires in particular strategic reprioritisation of particularly, State owned land and properties (extending to buildings) that can be developed or redeveloped for affordable housing.

The municipality's own land represents a strategic means to implement the precinct plan and catalyse or influence development in identified precincts, particularly where affordable rental housing extending also to other mixed housing products like FLISP/GAP individual housing options are required. This however requires a District based incentive scheme which could potentially translate to incentivised basis for use of Municipal and State properties as an essential leverage for sustainable delivery in partnership with SHRA Accredited partner and or private developers with same inclination and intent in the affordable housing space. In order for affordable housing to be a realisable proposition as well as the reality of established best practice for this

methodology of turning housing into an active land market requires land costs to be subsidised.

The GRDM which is led by its developmental objectives of long-term housing over an initial targeted period of 30 years is therefore required to package a portfolio of sites framework to realise this objective. A portfolio is important. If a municipality wants to help ensure affordable housing in a precinct, it should package enough sites to make a difference, and if there are few appropriate large sites, then the portfolio assembles clusters of sites within the precinct.

To this end, in creating a portfolio of such targeted properties, the GRDM would need adherence to the following key elements:

- identifying,
- assessing,
- preparing,
- packaging of such targeted municipal land, and
- then strategically managing the release of this land.

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Having a prioritised pipeline of affordable housing development opportunities in the precinct also provides certainty for potential development partners who will need to build capacity, leverage finance, and enter into development partnerships before they can fulfil their role as the municipality's delivery partner for social housing and the other housing options. Clustering sites in the pipeline for development is important because higher densities are more expensive to develop, entailing higher land values and building costs. Current subsidies available to SHIs do not differentiate between units delivered in 2-4 storey blocks and those in medium- and high-rise development.

Inner-city or town land parcels are also typically smaller, meaning potential yields on a site-by-site basis may render social housing unviable (operations require scale to bring costs down, given capped rentals). In other words, the economies that are possible on single, large-scale sites in less central urban locations are unviable on smaller sites.

This kind of packaging will allow Smart Partners and Joint Ventures (JVs) to achieve economies, provide for cross-subsidisation, and achieve efficiencies

where services can be shared across a number of projects. The land preparation and packaging programme that releases a pipeline of development opportunities must be led by strategic and programme objectives coming from both the precinct planning process and the broader Municipal town planning strategic objectives (e.g., the need for opportunities to promote mobility and relocation of the poor or low-income households in well located areas with high land values become an important key strategic element and obligation as promoted by the DDM/JDMA). In other words, the programme's vision for the neighbourhood must be implemented with reference to the GRDM and its 7 Municipalities 'respective broader strategic visions.

To this end, affordable housing programme objectives must be clear, comprehensive, and sufficiently articulated so that development concepts can be assessed for how far they go in meeting them. That being said, a precinct plan will have multiple objectives. Developable land in the precinct must be carefully assessed for its suitability for different kinds of development based on the range of needs and opportunities identified in the precinct planning process. Objectives will compete with one another unless all of the land is considered as a portfolio, and precinct planning objectives are translated into measurable site development objectives based on that assessment.

Useful measured contextual examples and related objectives to be explored by the GRDM and its 7 B Municipalities at the site level could be the following key realities:

- density targets,
- the built form,
- building heights,
- desired land use mix and affordable-housing components, and
- the targeted income groups within this component.

Further to this, the GRDM' development objectives can not only relate to spatial transformation and built environment performance. It will have to acknowledge and adopt the reality as already broadly covered in both its approved Strategic Plan and Sector Plan (HSSP) which recognise that the

implementation of affordable housing projects provides as well for both socio-economic development opportunities that should not be missed. These other components are already part of its broader 7 Corporate Sector Plans covering various developmental objectives.

Similarly, the allocation of social rental together with mixed individual housing opportunities and units provide an opportunity to target particularly vulnerable households or special needs households. A clear and proactive gender focus requires support for women as a key objective given the inherent history of Gender Based Violence in SA. The GRDM would similarly have to consider as part of its beneficiation criteria women-focussed requirements to its Local Economic Development and beneficiary allocation expectations. Other special needs groups are also targeted, such as victims of genderbased violence and human trafficking.

To achieve this, the GRDM in its application of its internal Supply Chain Management processes, necessitate that the related RFP and the Bid Evaluation processes would be required to clearly assign points to a proponent's delivery concept, based on how well these objectives are met. Local socio-economic development objectives relate to the creation of viable economic empowerment and development opportunities for municipal households and or residents. These may include economic development opportunities for low-income residents with targeted strategies for women, employment of local labour during construction and building operations, and support for small business development and small-scale enterprises in the upstream and downstream value chain.

The GRDM in this regard will therefore endeavour to facilitate housing provision for people with special needs within its sponsored projects. It is suggested for pragmatism and responsiveness purposes that 5% of the housing units be set aside for beneficiaries within the broad definition of special needs, defined at present to include, inter alia, female victims of domestic abuse and trafficking, and people living with disabilities.

## **6.2 GRDM Proposed Land Identification and Assessment Process**

Generally well-located public land/properties are extremely limited and scarce. Notwithstanding this reality, the public sector has a duty to consider

how its land can be used to address the need for spatial transformation. In many cases, this means the targeting and subsequent use of such strategic public properties must be prioritised for the purposes of stimulating the delivery of well-located affordable housing in a way that catalyses or supports inclusive urban regeneration.

This would then require the GRDM and its B Municipalities to agree to the pursuit of precinct planning. This will essentially require that specified targeted municipal and State land parcels or properties should be primarily identified.

The next steps should entail assessment and structured allocation of such properties and sites on the basis of the following categories, namely:

- A specified number exclusively for Social Housing development.
- Emergency or Transitional Housing in instances where there is presence of unlawful occupiers or households with specified occupational rights or privileges to targeted properties with potential development
- Others for Mixed-Market Primarily Residential use (FLISP/GAP Individual home-ownership opportunities.

The GRDM site selection tool and site assessment will need to be on the basis of an acceptable developed scorecard which recognises the application of the following criteria:

- Affordable housing requires sites where development costs are minimised and operational scale can be achieved, ideally minimum building/ units yield of 120-200 units. For example, municipally owned land where bulk services are in place and there are no (or limited) topographical, servitude, and/or environmental setbacks to reduce the developable area or increase construction costs.
- It be recognized as tested relative best practice that affordable housing generally, social rental and transitional housing specifically, will host households in need of close proximity to public transport or walkable distances from job opportunities, schools, and other social facilities.

- The site selection tool and site assessment scorecard to be a multi-criteria decision-making tool that can be used to identify and assess the development potential of a particular site before it is reserved or acquired by the municipality for its social housing development pipeline. This tool contains specific parameters/ indicators and elements that must be reviewed to evaluate the suitability of a site for social housing and the other individual ownership schemes.

The criteria used in this tool are not exhaustive but serve as a guide to the most important criteria to take into consideration. A quantitative and qualitative weighting of indicators will have to be applied simultaneously according to site features and sustainable residential development principles.

The National Treasury's Catalytic Land Development Guideline, 2018 provides a guide to preparing and packaging land for (re)development aligned to development objectives characterized by the following, namely:

- Certain sites in the right property markets may be of a size, location, and character that present an attractive proposition for private sector partnering to develop market products, which will in turn allow for cross-subsidisation of affordable and social rental housing units. In addition, such market ownership or rental components can provide a wider range of socio-economic and tenure integration in a neighbourhood.
- Certain sites may make sense to be developed as a package by the same SHI/private sector 'Joint Venture' (JV) partnerships and will achieve efficiencies that approximate the economies of developing a single large site.
- Higher densities may be possible on some sites more than others, given their size, configuration, and proximity to facilities and amenities. Such sites may be better suited to more experienced SHIs or SHI-'JV' partnerships.
- The context of certain sites may suggest that transitional housing could be developed in such localities.

- Land parcels / sites and or properties might be in some instances too small or encumbered to be transferred to SHIs (in the GRDM Scenario, already appointed social housing Institution, Own Haven Housing Company) and may best therefore be more amenable for other uses e.g. transitional housing.
- Some of these land parcels or properties might be amenable for potential development into mixed-market developments which will need a configuration that allows for subdivision or sectionalisation to separate social rental stock from private stock for regulatory purposes.
- Land Packaging Land parcels identified and assessed for development in a precinct plan will each require different levels of effort to prepare and package for (re)development, and each will follow its own timeline.

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The GRDM's Strategic Plan and its linked HSSP together have objectives which align to above programme consideration and therefore guide the municipality to determine where it is best placed to prepare and package land, and how far it should go in doing this.

A simple principle to apply is to remove encumbrances to development by focussing on studies that do not date and can reduce development costs; for example, conveyancing (boundary, title, etc.) and topographical surveys, detailed geotechnical soil condition assessments, heritage/demolition applications (clearance processes), basic assessment studies (inter alia environmental impact exemptions), and town planning regulation due diligence studies.

An additional factor that is important alludes to the readiness of setting guidelines that bed down the strategic objectives at the next level of detail, which can then be brought into the process of requesting and adjudicating proposals. This includes elements like urban design guidelines and tenure-blind design guidelines (where the architectural quality or treatment of buildings does not discriminate between tenures or different development options)

### **6.3 Towards Sustainable District -Wide Land Release Guidelines**

Once the GRDM has carried out its land identification and packaging process, it is proposed that it must structure the arrangement for land release for development. The basis and process for disposing of municipal land is set out in the Municipal Finance Management Act (MFMA) and the Municipal Asset Transfer Regulations (MATR).

Within the context of providing municipal and State land and properties for affordable housing, this can legislatively and programmatically be pursued on the basis of the following key measures and steps, namely:

- To Own Haven Housing Company or any other formally procured development and management partner relative to Smart Partnership Agreements (in the case of the GRDM these translate to Memorandum of Agreements legal documents) for social housing, exclusively in a limited competitive process amongst registered Smart Partners.
- To such a procured SHI and private developer partnerships in terms of a JV Agreement for housing, which targets a mix of housing markets and ancillary uses in a full competitive process in terms of the MATR.
- To such procured SHIs or NGOs with the capacity to manage such facilities and their occupants for transitional housing in a limited competitive process

The property details in relation to each property will relate to the spatial description of the targeted land parcels and properties. This is followed by reference to land use rights(zoning) which indicates the permitted use and development of properties, extent(size), erf number, location, current ownership status and potential unit yields etc.

#### **6.3.1 Private Sector Development Partners and Properties**

The additional dimension and focus in amassing adequate property to service the long term 30-year outline requires the use of the afore-mentioned guidelines which when related properties are acquired would enable the GRDM to use the same framework for enhancing coherent partnership arrangements with potential private sector property developers and owners. The recent housing market study commissioned by the Western Cape

Department of Environmental Planning and Development which resulted in the appointment of Centre For Affordable Housing Finance served to outline the need for coherent partnership arrangements with private developers. This could be undertaken on the basis of extending the same incentives outlined above to promote involvement of the private sector which will cover the following key elements:

- An incentive driven package to encourage interest and coherent partnership arrangement with private developers and equity partnership arrangements based on JV arrangements.
- Acceptance and commitment to use of respective internal equities in the form of land and buildings/properties in well located areas.
- The development of shared risk arrangements between the government and private entities.
- Use of the combine of State funding, private equity of private sector entities as well as land / properties to enhance project feasibilities.
- Mutually agreed governance and protocols as well as formalization of partnership arrangements in line with the GRDM'SCM processes.
- Land and or property exchanges in endeavoring to complement need for well located properties in well located areas located within Municipal urban edges, Restructuring Zones and Priority Human Settlements Housing Development Areas.
- Ability to meet operational and capital funding requirements from participating private banking institutions, the State and its agencies involved in affordable housing programmes and finance.

### **Property details**

#### **5.1 Property 1**

##### **Erf number**

26823

##### **Size (ha)**

0.5

##### **Description**

- The property is situated in Omega Street, George South

- The site is vacant and fully serviced,
- The property is located within Restructuring Zone and Urban Edge.

**Municipal Jurisdiction**

George Local Municipality

**Current Zoning Status**

General Residential Zone 5

**Primary Use**

Flats

**Consent Use**

- Backpackers lodge,
- Boarding house,
- Convenience shop,
- Home occupation,
- Renewable energy structure,
- Retirement resort, and
- Rooftop base telecommunication station.

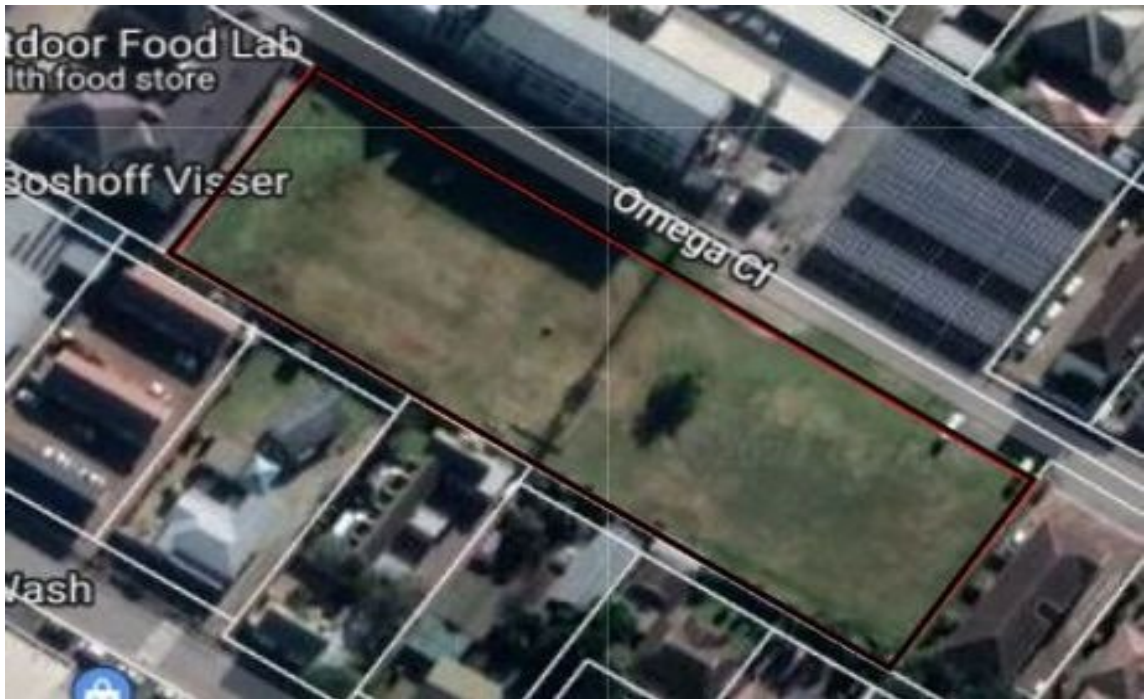
**Current Ownership Status**

Garden Route District Municipality

**Potential Units Yield**

Undetermined

**Image – Property 1**



## **5.2 Property 2**

### **Erf number**

3803

### **Size (ha)**

0.85

### **Description**

- The site is located in Schoeman Street, Mossel bay,
- There are offices on site
- Fully serviced and located in Restructuring Zone

### **Municipal Jurisdiction**

Mossel Bay

### **Current Zoning Status**

Community Zone 4

### **Primary Use**

Civic Facility

### **Consent Use**

- Correctional Facility,
- Freestanding base,
- Telecommunication station, and
- Utility services.

**Current Ownership Status**

Garden Route District Municipality

**Potential Units Yield**

+/- 85 units at 100 unit per ha (average density of Social Housing)

**Image – Property 2****5.3 Property 3****Erf number**

271

**Size (ha)**

41.7

**Description**

A Vacant Site, located in Rheeboek Mossel Bay (Le Roux Street)

## Municipal Jurisdiction

Mossel Bay

### Current Zoning Status

### Agriculture Zone 1

### Primary Use

## Agriculture

## Consent Use

- Abattoir
- Airfield
- Agricultural
- Industrial
- Animal care Centre

### Current Ownership Status

Mossel Bay Local Municipality

### Potential Unit Yields

1000 Units

### Image – Property 3



**5.4 Property 4****Erf number**

264

**Size (ha)**

1.82

**Description**

Vacant Site &amp; located with Urban Edge

**Municipal Jurisdiction**

Mossel Bay

**Current Zoning Status**

Community Zone 1

**Primary Use**

Place of instruction

**Consent Use**

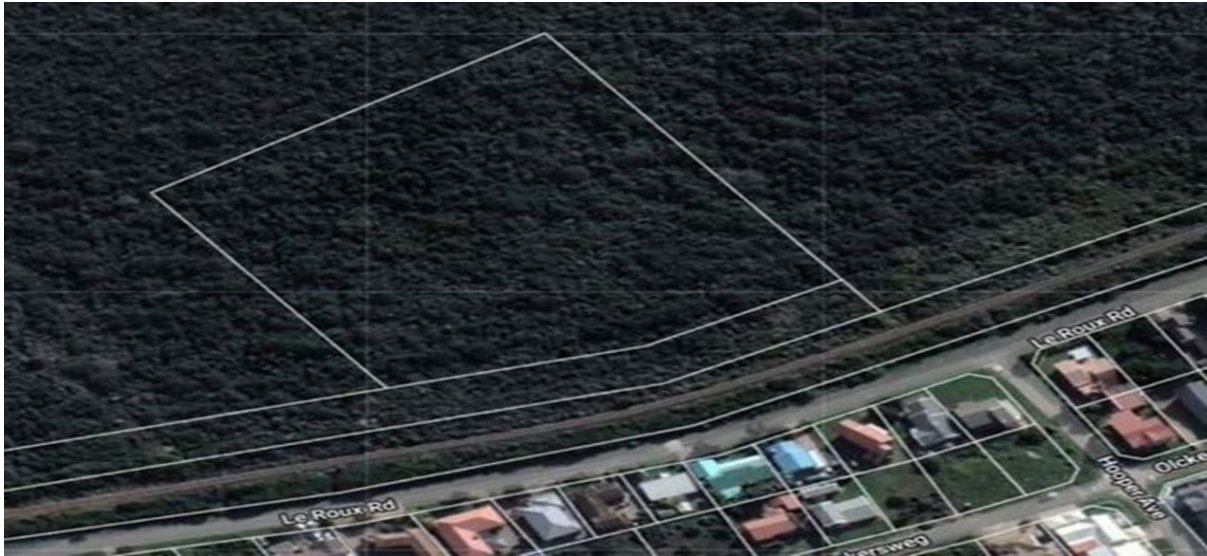
- Conference facility,
- Free standing base,
- Telecommunication station
- Institution
- Place of assembly

**Current Ownership Status**

Garden Route District Municipality

**Potential Units Yield**

800 Units

**Image – Property 4****5.5 Property 5****Erf number**

6231

**Size (ha)**

0.9112

**Description**

- Vacant and fully serviced site,
- located within Restructuring Zone and Urban Edge

**Municipal Jurisdiction**

George Local Municipality

**Current Zoning Status**

Utility Zone

**Primary Use**

Utility Service

**Consent Use**

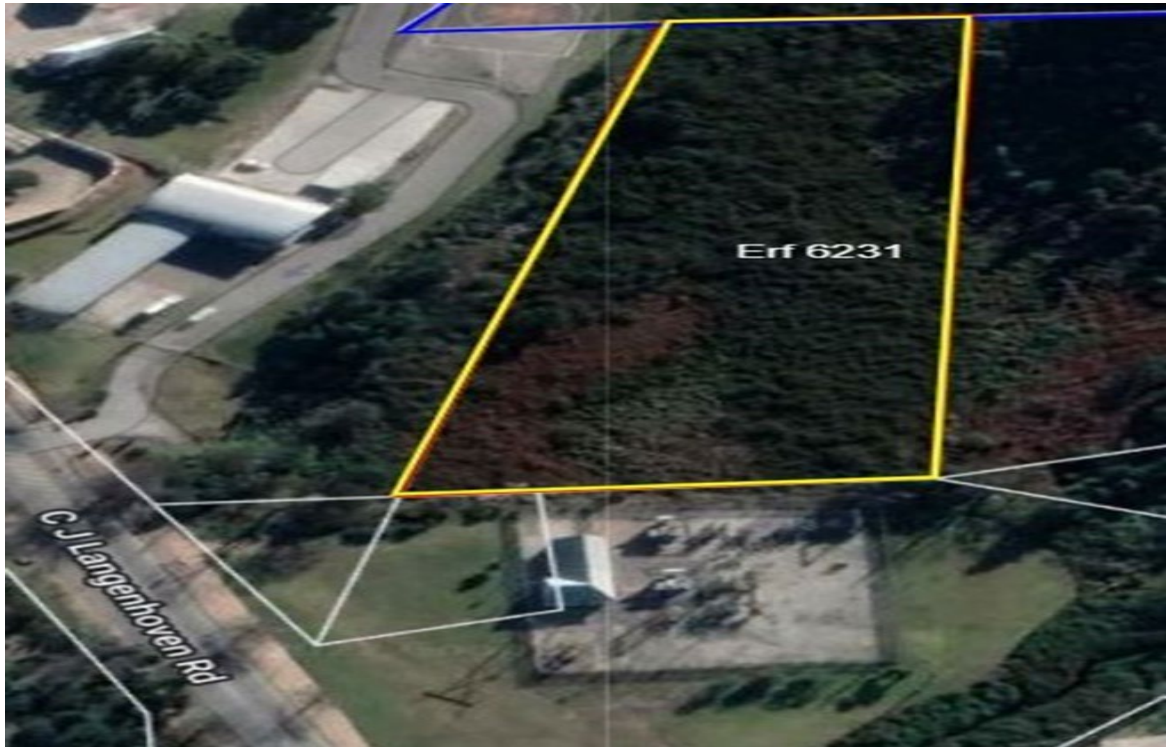
Authority Use

**Current Ownership Status**

Provincial Government of Western Cape

**Potential Units Yield**

800 Units

**Image – Property 5****5.6 Property 6****Erf number**

659

**Size (ha)**

1.8

**Description**

- A vacant and fully serviced site,
- Located within Restructuring Zone and Urban Edge

**Municipal Jurisdiction**

George

**Current Zoning Status**

Utility Zone

**Primary Use**

Utility Service

**Consent Use**

Authority Use

**Current Ownership Status**

Provincial Government of Western Cape

**Potential Unit Yields**

800 Units

**Image – Property 6****5.7 Property 7****Erf number**

658

**Size (ha)**

1.1968

**Description**

- The property has dilapidated building
- Within a Restructuring Zone,
- A fully serviced site

**Municipal Jurisdiction**

George Municipality

**Current Zoning Status**

Single Residential Zone 1

**Primary Use**

Dwelling House

**Consent Use**

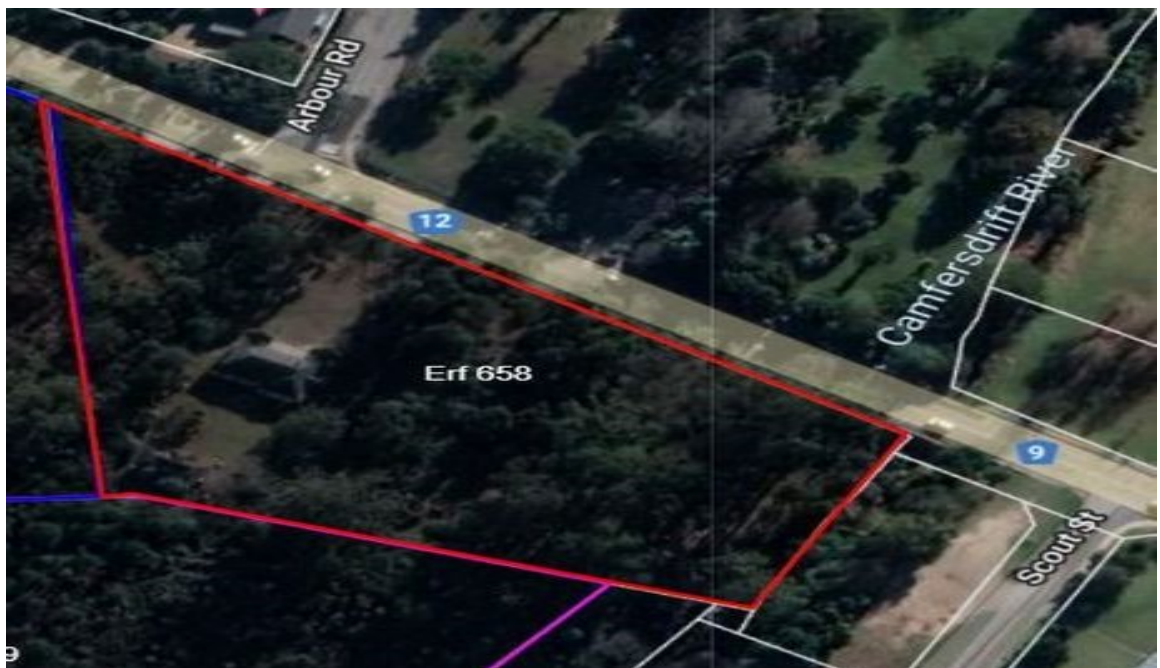
- Crèche
- Guesthouse
- Halfway House
- Home Care Facility
- House Shop
- Place of Instruction
- Second Dwelling

**Current Ownership Status**

National PW&I

**Potential Unit Yields**

800 Units

**Image - Property 7**

**5.8 Property 8****Erf number**

6236

**Size (ha)**

1.6

**Description**

- Vacant
- Located within Restructuring Zone
- A fully serviced site.

**Municipal Jurisdiction**

George Municipality

**Current Zoning Status**

Utility Zone

**Primary Use**

Transport Use

**Consent Use**

- Air and underground rights,
- Airfield,
- Business premises

**Current Ownership Status**

W.C Provincial DPW&amp;I

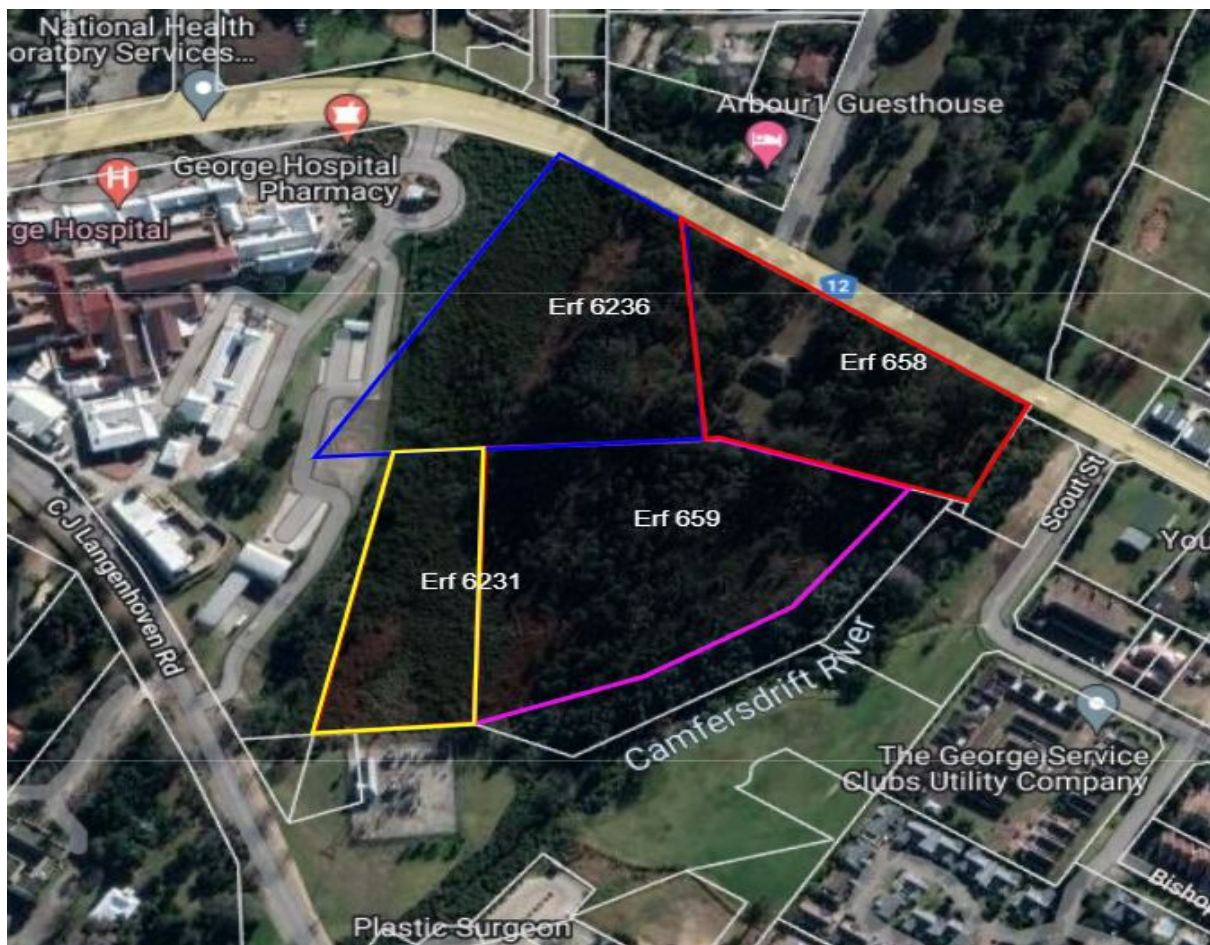
**Potential Unit Yield**

800 units

Image – Property 8



Overall Properties – Image 8: Erven 6236, 6231, 659 &amp; 658



This has now resulted in the identification of additional sites in Pacaltsdorp amounting to 300 subdivided individual erven which could potentially be used for the GRDM' affordable housing programme needs. This analysis therefore serves to highlight the basis in which the Municipality from a town planning strategic basis can proceed to consider and formalise policy framework which will guide its long-term affordable housing development objectives.

A separate Annexure is appended to this report to this effect.

### **6.3 Financial Implications**

There will be no financial implications for the municipality save for its prior approval to consider availing targeted land at either long term lease or nominally agreed market price to ensure project viability. The operational and capital funding requirements for packaging and implementation of related projects will largely be sourced from the State and its agencies by procured participating social housing entities and development partners in respect of the different affordable housing projects.

### **6.4 Legal Implications**

The MFMA, MATR, and the Supply Chain Management (SCM) Regulations govern the disposal of municipal land. Land made available for development for social housing purposes only must comply with section 14 of the MFMA and the SCM Regulations. Where the land will be made available for the purposes of a mixed-market model, MATR must also be complied with. While potentially perceived as onerous, these regulations serve a purpose, and their circumvention can prove a greater burden, delaying or even scuppering the process of making land available for development, inclusive of that for affordable housing.

The land disposal process must be competitive in order to ensure integrity and value for money. Broadly speaking, MATR requires these steps to be followed:

- Obtain Council authority to conduct a public participation process sharing the Council's intent to dispose of land.
- Undertaking of formal public participation processes.

- The Council approves of the disposal of land in principle, on the basis of whether the property is required to provide basic municipal services, what the fair market value of the asset is, and what economic and community value will be received in exchange for the asset. The process of disposing land to a development partner must be at all times be legally compliant:
- Land can be reserved for state-assisted housing purposes.
- Council mandate to make land available to the SHI to conduct the feasibility study via a Land Availability Agreement.
- Based on proven feasibility, Council should then consider and approve land disposal to the SHRA Accredited Social Housing Institution.

## **6.5 Staff Implications**

No foreseen staff implications as yet.

## **6.6 Previous / Relevant Council Resolutions**

Although the GRDM's Integrated Human Settlements Strategic Plan and Human Settlements Sector Plan were approved respectively during 26 August 2021 and March 2022, there would be a necessity for the Council to consider and approve the proposed Town Planning Strategy which guides targeting and leverage use of Municipal and State Properties.

## **6.7 Risk Implications**

There are no foreseen risks associated with this report.

## **6.8 COMMENTS FROM EXECUTIVE MANAGERS**

### **6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

### **6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

### **6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

### **6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

#### 6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES

Noted

[BACK TO AGENDA](#)

DISTRICT COUNCIL

26 JULY 2023

**1. PREPARATORY WORK/BASIC INFORMATION – PROGRESS WITH PLANNED DEVELOPMENT OF ERF 3803, MOSSEL BAY / VOORBEREIDINGSWERK/BASIESE INLIGTING – VORDERING MET BEPLANDE ONTWIKKELING VAN ERF 3803, MOSSELBAAI**

**6<sup>th</sup> JULY 2023**

**REFER REPORT FROM THE EXECUTIVEMANAGER (L MLENZE) / MANAGER: HUMAN SETTLEMENTS (J MKUNQWANA)**

**2. PURPOSE**

This report seeks to update the Committee about the level of progress based on consultative sessions with the Mossel Bay Municipality regarding further planned development of GRDM' targeted property, Erf 3803, Mossel Bay for social housing purposes through its formal SHRA Accredited development partner, Own Haven Housing Association.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE**

This report therefore highlights related site basic information which will be crucial in planning the necessary feasibility interventions and eventual Site Development Plan for erf 3803. This is similar to the earlier work from a planning and development perspective that has been coordinated by the Human Settlements Section working together with Own Haven and George Municipality with regards to erf 26823, Omega Street, George for social housing development purposes.

The initial preparatory work as well as the guidance from the GRDM' Integrated Human Settlements Strategic Plan and aligned Human Settlements Sector Plan which gave rise to initial work on erf 26823 as well as best practice for packaging such projects by Own Haven has now led us to the planning of the second social housing project as presented in this report.

**5. RECOMMENDATION**

- 5.1 That Council takes note of the level of cooperation between the GRDM, Mossel Bay and Own Haven with regards to the amassing of related basic information on erf 3803, Mossel Bay.

- 5.2 That it be noted that the technical information and further interaction with Mossel Bay Municipality through the GRDM' Human Settlements Section as well as Own Haven will now constitute additional preparatory work and feasibilities for social housing purposes.
- 5.3 That it be noted that the outcome of the planned development and feasibility indications will be presented to Council for final consideration and approval in due course.

### **AANBEVELINGS**

- 5.1 *Dat die Raad kennis neem van die vlak van samewerking tussen GRDM, Mosselbaai en Own Haven met betrekking tot die insameling van verwante basiese inligting vir erf 3803, Mosselbaai.*
- 5.2 *Dat kennis geneem word dat die tegniese inligting en verdere interaksie met Mosselbaai Munisipaliteit deur GRDM se Menslike Nedersettings Afdeling sowel as "Own Haven" bykomende voorbereidingswerk en haalbaarheid vir maatskaplike behuisingsdoeleindes sal verwerf.*
- 5.3 *Dat kennis geneem word dat die uitkoms van die beplande ontwikkeling en uitvoerbaarheidsaanduidings mettertyd aan die Raad voorgelê sal word vir finale oorweging en goedkeuring.*

## **6. DISCUSSION / CONTENTS**

The Committee to also further note that when the final feasibilities and project packaging has been done, this will be followed by presenting related formal outcomes to the GRDM Management as well as the Strategic Portfolio Committees and eventually to Council for related formal authority to develop the site for social housing purposes.

Sufficient consultation and cooperation have been rendered to the GRDM to date by the Mossel Bay' Planning and Economic Development Directorate. This has now gravitated to the extent that the information and material collected on the site can be handed over to Own Haven for further technical preparatory work towards completion of a Site Development Plan in consultation with Mossel Bay Municipality.

We have appended here-in the following key material as received from Mossel Bay Municipality, namely:

- Locality Map
- Site Map
- Aerial photographs of the site
- Contour Plan
- MSDF
- Zoning Certificate

However, as similarly undertaken already with Erf 26823, the GRDM would have to apply to the Western Cape Department of Infrastructure (WC DoI) for investigative studies covering bulk/civils as well as Geotechnical requirements on this property. This also critical relative to the feasibility exercises leading towards the SDP outcome.

### **6.3 Financial Implications**

There will be no financial implications for the municipality at this stage save the need to formally apply for investigative studies covering the civils and geotechnical implications for the site.

### **6.4 Legal Implications**

The MFMA, MATR, and the Supply Chain Management (SCM) Regulations govern the disposal of municipal land. Land made available for development for social housing purposes only must comply with section 14 of the MFMA and the SCM Regulations. Where the land will be made available for the purposes of a mixed-market model, MATR must also be complied with. While potentially perceived as onerous, these regulations serve a purpose, and their circumvention can prove a greater burden, delaying or even scuppering the process of making land available for development, inclusive of that for affordable housing.

The land disposal process must be competitive in order to ensure integrity and value for money. Broadly speaking, MATR requires these steps to be followed:

- Obtain Council authority to conduct a public participation process sharing the Council's intent to dispose of land.
- Undertaking of formal public participation processes.
- The Council approves of the disposal of land in principle, on the basis of whether the property is required to provide basic municipal services, what the fair market value of the asset is, and what economic and community value will be received in exchange for the asset. The process of disposing land to a development partner must be at all times be legally compliant:
- Land can be reserved for state-assisted housing purposes.
- Council mandate to make land available to the SHI to conduct the feasibility study via a Land Availability Agreement.
- Based on proven feasibility, Council should then consider and approve land disposal to the SHRA Accredited Social Housing Institution.

### **6.5 Staff Implications**

No foreseen staff implications yet, save need for strengthened internal management and technical institutional capacity to interface with Own Haven Housing Association, Mossel Bay Municipality and WC DoI on project preparations and requirements to make same feasible.

**6.6 Previous / Relevant Council Resolutions**

The GRDM's approved Integrated Human Settlements Strategic Plan (version 2) and aligned Human Settlements Sector Plan (HSSP) have the combined effect of outlining the rationale to do institutional housing through a development partner as referred to in this report.

**6.7 Risk Implications**

There are foreseen risks associated with this report.

**6.8 COMMENTS FROM EXECUTIVE MANAGERS****6.8.1 EXECUTIVE MANAGER COMMUNITY SERVICES**

The Report and content are acknowledged, and the recommendation supported.

**6.8.2 EXECUTIVE MANAGER CORPORATE SERVICES**

Content noted.

**6.8.3 EXECUTIVE MANAGER FINANCIAL SERVICES**

Noted

**6.8.4. EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT**

Noted

**6.8.5 EXECUTIVE MANAGER ROADS AND TRANSPORT SERVICES**

Noted



# Erf 3803 Mosselbay

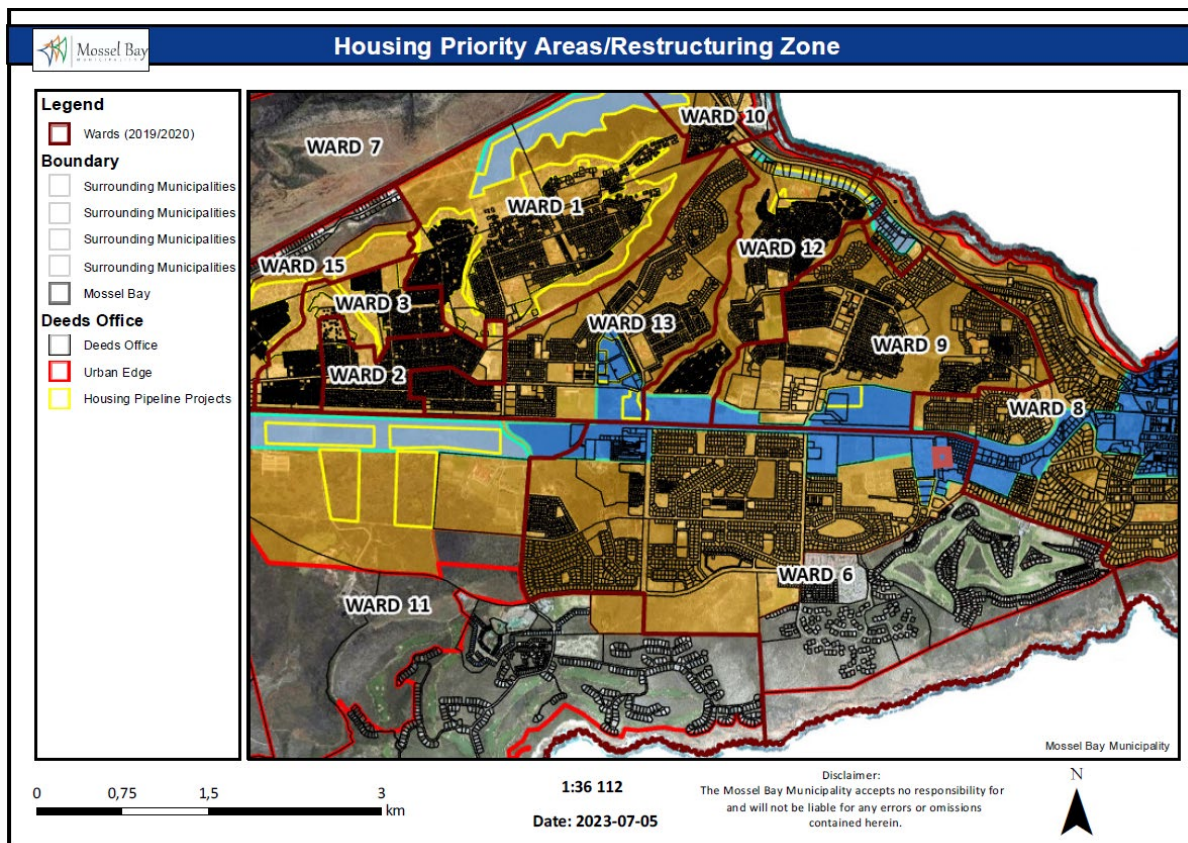
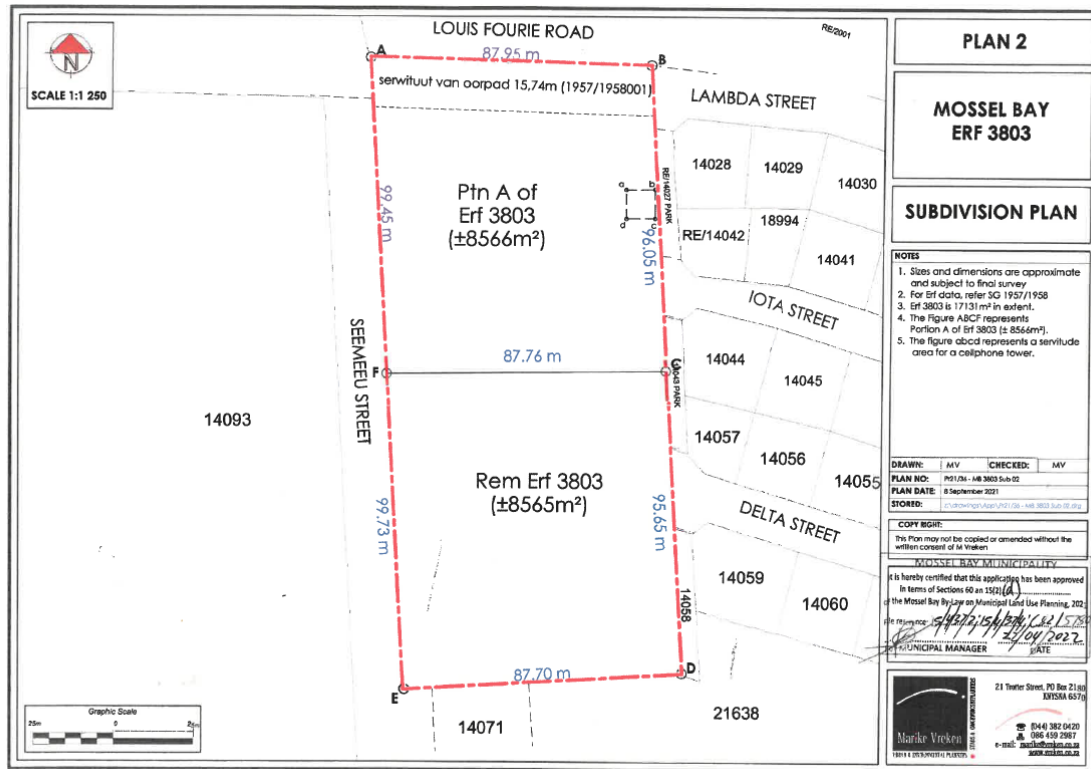
## Legend

☐ Erf

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Date created: September 16, 2021





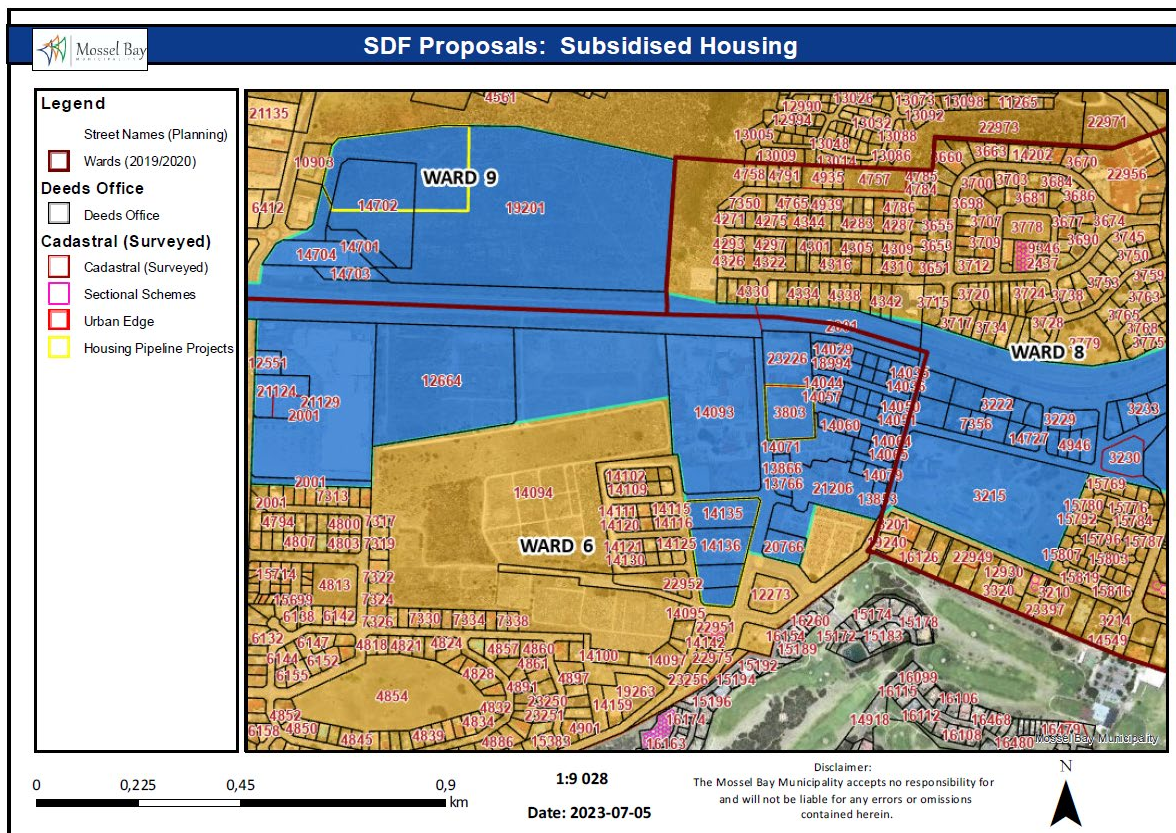




Erf 3803 Mosselbay

Legend  
☐ Erf

Scale: 1:2 500  
 Date created: September 16, 2021





2023/07/05

**ZONING CERTIFICATE**

Extract from the *Mossel Bay Municipality: Zoning Scheme By-Law , 2021*  
in respect of

**ERF 3803 - MOSSEL BAY**

**ZONING:** CZIV - COMMUNITY ZONE IV  
**Primary use:** CIVIC FACILITIES

**Consent uses:** (only permitted with land use planning approval)

**CORRECTIONAL FACILITY,FREESTANDING BASE TELECOMMUNICATION STATION,UTILITY SERVICES**

This certificate must not be construed as authorizing the owner to use the erf in any manner which is contrary to any restrictive title conditions or any Legislation.

Yours faithfully

**DIRECTOR: PLANNING & ECONOMIC DEVELOPMENT**

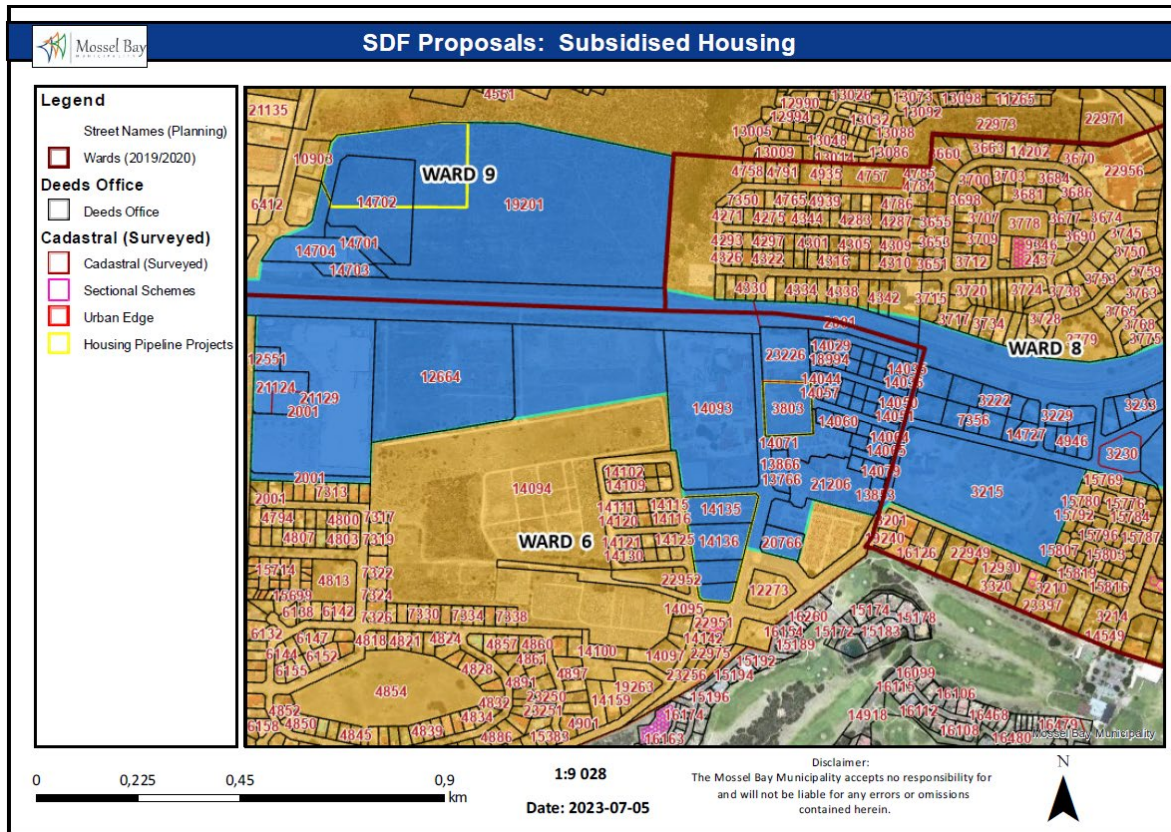
**Note:**

Although every effort is made to ensure that the information contained herein is accurate and up to date, the Mossel Bay Municipality disclaims any and all liability in respect of any direct, indirect or consequential loss, damage or cost caused or arising from the information contained in this zoning certificate.

101 Marshstraat Street Sitalato 101  
Privaatsak Private Bag Ingxowa Yeposi Ngu X29  
Mosselbaai Mossel Bay Bayi 6500

Report Date:2023/07/05

Report Time: 8:12:59


[BACK TO AGENDA](#)

**MOTION CONDEMNING RACE-BASED LAWS AND CALLING FOR A NONRACIAL SOUTH AFRICA AI  
FOR PRESIDENT RAMAPHOSA TO SUSPEND THE IMPLEMENTATION OF THE RECENTLY APPROVE  
EMPLOYMENT EQUITY AMENDMENT Act, 2023**

**Title: Promoting Equality and Nonracialism in South Africa and Rejecting the recent Employmen  
Equity Amendment Act**

Date: JULY 2023

WHEREAS, South Africa has made significant progress towards building a democratic society based on the principles of equality, justice, and nonracialism;

WHEREAS, the Constitution of South Africa guarantees the right to equality and prohibits discrimination on the grounds of race, colour, ethnic or social origin, among other factors;

WHEREAS, the creation of a non-racial South Africa with fair access to jobs and opportunities is a fundamental objective of our nation's democratic aspirations;

WHEREAS, certain race-based laws, racial quotas, and the draconian racial classification system persist in our society, impeding progress toward a truly non-racial South Africa;

WHEREAS, race-based laws and racial quotas undermine the principles of equality and fair competition, often leading to unintended consequences such as reverse discrimination and perpetuation of racial divisions;

WHEREAS, the draconian racial classification system perpetuates the legacy of apartheid, reinforcing racial stereotypes and inhibiting social cohesion and national unity;

WHEREAS, it is incumbent upon us as responsible citizens to stand against race-based laws, racial quotas, and the draconian racial classification system in order to promote a just, inclusive, and non-racial society;

**BELIEVING THAT:**

The Act will confer on the Minister wide-ranging powers to set numerical race-based employment targets across varying sectors and regions. The Act will further require employers to secure compliance certificates issued by the Minister, in order to do business with the state. This will

increase inefficiency and add further unnecessary red-tape when conducting business in South Africa. Government should not be getting in the way of business given the 32.7% unemployment rate experienced in the final quarter of 2022.

The Employment Equity Act will not bring about the transformation of the workplace it purports to seek. Instead, it will further impoverish the vast majority of South Africans, while enriching a thin sliver of politically connected individuals as has been experienced under the policy of Broad-Based Black Economic Empowerment (BBBEE).

The provisions of this Act will result in a further exodus of skills from South Africa and introduce large amounts of unnecessary red tape for employers wishing to do business with the state. This will lead to further stagnation of the South African economy, and a lack of economic opportunity for those who need it most. South African businesses are already struggling under the weight of a stagnant economy and crippling load-shedding. Further race-based meddling by the ANC in the employment composition of private businesses will only result in reduced investment, declining economic growth and high unemployment across the country.

THEREFORE, BE IT RESOLVED THAT:

This Council strongly condemns all race-based laws, racial quotas, and the draconian racial classification system in South Africa.

This Council reaffirms its commitment to the principles of nonracialism, equality, and fair access to jobs and opportunities for all South Africans.

This Council recognizes that a non-racial society requires the dismantling of race-based laws and the establishment of policies and practices that promote meritocracy and equal opportunities.

This Council calls upon the South African government to review and repeal the Employment Equity Amendment Act and all race-based laws and policies that perpetuate racial divisions and undermine the principles of equality and fair competition.

This Council urges all residents who believe in a non-racial South Africa with fair access to jobs and opportunities to join our peaceful protest in Cape Town on 26th July 2023, to express our collective commitment to a just and inclusive society.

This Council encourages all residents to engage in constructive dialogue, education, and awareness campaigns to foster understanding and address the underlying causes of racial divisions in our society.

This Council pledges its support to organizations and initiatives working towards a non-racial South Africa and commits to actively promoting equality, nonracialism, and fair access to jobs and opportunities in our communities.

This Council directs that a copy of this motion be sent to the South African Parliament, relevant government departments, civil society organizations, and media outlets to raise awareness of our concerns and aspirations.

We, the undersigned, support this motion and call upon all residents who believe in a non-racial South Africa with fair access to jobs and opportunities to stand united in our pursuit of a just and inclusive society.

Moved by:

Councillor Daniel Cronje

  
Signature


19/07/2023  
Date

Seconded by:

Ald Memory Booysen

  
Signature

19/07/2023  
Date

RECEIVED BY SPEAKER  
  
19/07/2023