



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 **TUESDAY, 12 DECEMBER 2023** at **09:00** 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 **DINSDAG, 12 DESEMBER 2023** om **09:00** 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, **NGOLWESIBINI, 12 KWEYEMNGA 2023** ngentsimbi ye **09:00** ukuqwalasela imiba ebekwe kwi agenda.

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

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

Date: 01 December 2023

## AGENDA

1. OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO NOLWAMKELO
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 / OOCEBA ABAKHOYO
  - 4.2 COUNCILLORS WITH LEAVE / RAADSLEDE MET VERLOF / OOCEBA ABAKWIKHEFU
  - 4.3 COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OOCEBA 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
10.	APPROVAL OF MINUTES OF COUNCIL MEETINGS / GOEDKEURING VAN NOTULES VAN RAADSVERGADERINGS / UKUPHUNYEZWA KWEMIZUZU YENTLANGANISO YEBHUNGA

10.1	Minutes of a Special Council meeting dated 22 November 2023 / <i>Notule van 'n Spesiale Raadsvergadering gedateer 22 November 2023 / Imizuzu Yentlanganiso yeBhunga eKhethekileyoyangomhla 22 KweyeNkanga 2023</i>	<b>9 – 29</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 20 October 2023 / <i>Uitvoerende Burgemeesterskomiteevergadering gedateer 20 Oktober 2023 / Imizuzu yentlanganiso Yekomiti Kasodolophu yangomhla 20 Dwarha 2023</i>	<b>30 – 66</b>
11.2	Mayoral Committee meeting dated 06 November 2023 / <i>Uitvoerende Burgemeesterskomiteevergadering gedateer 06 November 2023 / Imizuzu yentlanganiso Yekomiti Kasodolophu yangomhla 06 KweyeNkanga 2023</i>	<b>67 – 74</b>
11.3	Municipal Public Accounts Committee meeting (MPAC) dated 24 July 2023/ <i>Munisipale Publieke Rekeningekomitee (MPRK) gedateer 24 Julie 2023 / Komiti Elileyo Yencwadi Zoluntu (MPAC) yangomhla 24 KweyeKhala 2023</i>	<b>75 – 85</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 Acting Executive Manager (G Otto) / Regional Waste Manager (J Gie)</i>	<b>86-95</b>
12.2	<b>APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR JULY 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR JULIE 2023 / INGXELO NGABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KWEYEKHALA 2023</b> <i>Refer Report from the Executive Manager Corporate Services (B Holtzhausen) / Acting HR Manager (L Shoto)</i>	<b>96 -112</b>

SECTION A		
REPORTS FROM THE SPEAKER		
A.1	<b>RESTRUCTURING OF SECTION 79 AND 80 COMMITTEES / HERSAMESTELLING VAN ARTIKEL 79 EN 80 KOMITEES / ULUNGELELWANISO LWEKOMITI ZOMHLATHI 79 KUNYE 80</b> <i>Refer Report from the Speaker (Ald G Wolmarans)</i>	113 – 120
A.2	<b>REPLACEMENT OF MEMBERS OF THE DISCIPLINARY COMMITTEE / VERVANGING VAN LEDE VIR DIE DISSIPLINÊRE KOMITEE UKUFAKWA KWAMALUNGU KWIKOMITI YEZOLULEKO</b> <i>Refer Report from the Speaker (Ald G Wolmarans)</i>	121 – 125
A.3	<b>REPORT ON THE COUNCIL RESOLUTION REGISTER FOR THE MONTHS OF JULY UNTIL OCTOBER 2023 / VERSLAG RAKENDE DIE RAADSRESOLUSIE REGISTER VIR DIE MAANDE JULIE TOT OKTOBER 2023 / INGXELO NGOLUHLU LWEZIGQIBO ZEBHUNGA KWIXESHA LENYANGA KWEYEKHALA KUNYE KWEYEDWARHA 2023</b> <i>Refer Report from the Speaker (Ald G Wolmarans)</i>	126 – 215
SECTION B		
REPORTS FROM THE EXECUTIVE MAYOR / VERSLAE VANAF DIE UITVOERENDE BURGEMEESTER / IMIBA EVELA KUSODOLOPHU		
B.1	<b>ANNUAL REPORT FOR 2022/23 FINANCIAL YEAR / JAARVERSLAG VIR 2022/23 FINANSIËLE JAAR / INGXELO ENGAPHICOTHWANGA YONYAKA KUNYAKA MALI KA 2022/23</b> <i>Report from the Executive Mayor (Ald M Booysen) / Executive Manager Economic Development and Planning (L Menze)</i>	216 – 220
	<b>REPORT FROM THE CHAIRPERSON OF THE MPAC / VERSLAG VANAF DIE VOORSITTER VAN DIE MPRK / INGXELO ESUKA KUSIHLALO WE MPAC</b>	
	<b>OVERSIGHT REPORT ON THE ANNUAL REPORT FOR THE 2022/23 FINANCIAL YEAR / VERSLAG RAKENDE DIE OORSIGVERSLAG VIR DIE 2022/23 FINANSIËLEJAAR INGXELO BANZI NGENGXEKO YONYAKA YONYAKAMALI KA 2022/23</b> <i>Refer Report from the Chairperson of the MPAC (Cllr D Acker)</i>	221 -243
	<b>MPAC REPORT ON THE 2021/2022 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE / MPRK VERSLAG RAKENDE DIE 2021/2022 ONREËLMATIGE, ONGEMAGTIGDE EN VRUGTELOSE UITGAWES / MPAC INGXELO NOMTHETHO, INKCITHO ENGAVUMELEKANGA KUNYE NENCITHO ENGENANGENISO KUNYE NENELAHLEKO KUNYAKA 2021/22</b> <i>Refer Report from the Chairperson of the MPAC (Cllr D Acker)</i>	244 – 251



<b>SECTION C</b>		
<b>REPORTS FROM THE OFFICE OF THE MUNICIPAL MANAGER / VERSLAE VANAF DIE KANTOOR VAN DIE MUNISIPALE BESTUURDER / IMIBA EVELA KWI OFISI YOMPHATHI MASIPALA</b>		
C.1	None / Geen / Asikho	
<b>SECTION D</b>		
<b>REPORTS FROM THE FINANCIAL SERVICES DEPARTMENT / VERSLAE VANAF DIE FINANSIËLE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI</b>		
D.1	<b>DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 NOVEMBER 2023 TO 30 NOVEMBER 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 NOVEMBER 2023 TOT 30 NOVEMBER 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWEZEMALINCITHO KWIXESHA LOMHLA 1 KWEYENKANGA 2023 UKUYA 30 KWEYENKANGA 2023</b> <i>Refer Report from the Executive Manager Financial Services (R Boshoff)</i>	252 – 257
<b>SECTION E</b>		
<b>REPORTS FROM THE CORPORATE SERVICES DEPARTMENT / VERSLAE VANAF DIE KORPORATIEWE DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO</b>		
E.1	<b>REPORT ON THE SKILLS AUDIT FOR THE ORGANISATION IN COMPLIANCE WITH THE MUNICIPAL STAFFING REGULATIONS FOR THE GARDEN ROUTE DISTRICT MUNICIPALITY (GRDM) / VERSLAG RAKENDE DIE VAARDIGHEIDSOUDIT VIR DIE ORGANISASIE IN LYN MET DIE MUNISIPALE PERSONEEL REGULASIES VIR DIE GARDEN ROUTE DISTRICT MUNISIIPALITEIT (GRDM) / INGXELO MALUNGA NOPHICOTH LWEZAKHONO ZEBHUNGA NGOKUTHOBELA IMITHETHO YOLAWULO YABASEBENZI BOMASIPALA KUMASIPALA WESITHILI SE GARDEN ROUTE</b> <i>Refer Report from the Executive Manager Corporate Services (B Holtzhausen) / HR Manager (M Smit)</i>	258 – 263
E.2	<b>REPORT ON THE SKILLS AUDIT FOR THE ORGANISATION IN COMPLIANCE WITH THE MUNICIPAL STAFFING REGULATIONS FOR THE GARDEN ROUTE DISTRICT MUNICIPALITY (GRDM) / VERSLAG RAKENDE DIE VAARDIGHEIDSOUDIT VIR DIE ORGANISASIE IN LYN MET DIE MUNISIPALE PERSONEEL REGULASIES VIR DIE GARDEN ROUTE DISTRICT MUNISIIPALITEIT (GRDM) / INGXELO MALUNGA NOPHICOTH LWEZAKHONO ZEBHUNGA NGOKUTHOBELA IMITHETHO YOLAWULO YABASEBENZI BOMASIPALA KUMASIPALA WESITHILI SE GARDEN ROUTE</b> <i>Refer Report from the Executive Manager Corporate Services (B Holtzhausen)</i>	264 – 271
E.3	<b>APPOINTMENT OF ACTING EXECUTIVE MANAGER: COMMUNITY SERVICES / VERSLAG RAKENDE DIE AANSTELLING VAN DIE WAARNEMENDE BESTUURDER: GEMEENSKAPDIENSTE / UKUCHONGWA KWEBAMBELA MPHATHI OYINTLOKO: INKONZO ZOLUNTU</b> <i>Refer Report from the Executive Manager Corporate Services (B Holtzhausen)</i>	272 – 273

SECTION F		
REPORTS FROM THE COMMUNITY SERVICES DEPARTMENT / VERSLAE VANAF DIE GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU		
F.1	<b>STORM SURGE DAMAGE ASSESSMENT FINDINGS: GARDEN ROUTE DISTRICT MUNICIPALITY DISASTER MANAGEMENT CENTRE REPORT ON THE STORM SURGE AND FLOODING DISASTER OF SEPTEMBER 2023 / "STORM SURGE" SKADE ASSESERING EN BEPALINGS: VERSLAG VANAF DIE GARDEN ROUTE DISTRIKS MUNISIPALITEIT RAMPBESTUUR SENTRUM RAKENDE DIE "STORM SURGE" EN VLOEDE VAN SEPTEMBER 2023 / IZIPHUMO ZOPHNDLO LOMONAKALISO LOGQOGQISO LWEZITSHINGISTHANE</b> <i>Refer Report from the Acting Executive Manager Community Services (G Otto)</i>	274 – 299
SECTION G		
REPORTS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT / VERSLAE VANAF DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO		
G.1	None / Geen / Asikho	
SECTION H		
REPORTS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT / VERSLAE VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA YESEBE LEZICWANGCISO KUNYE NOPHUHLISO LOQOQOSHO		
H.1	<b>APPROVAL OF A NOTARIAL LINK AND DUAL UTILISATION OF PARKING FACILITY, ERF 2219 – SOCIAL HOUSING PROJECT, OMEGA STREET: OWN HAVEN HOUSING ASSOCIATION / GOEDKEURING VAN 'N NOTARIALE VERBINDING EN DUBBELE GEBRUIK VAN PARKERING - GERIEWE, ERF 2219 – MAATSKAPLIKE BEHUISINGSPROJEK, OMEGASTRAAT: "OWN HAVEN BEHUISINGS ASSOSIASIE / UKUVUNYELWA KWENKCAZELO YE-NOTARIAL LINK KUNYE NOKUSETYENZISWA KABINI KWENDAWO YOKUPAKA, ERF 2219 – IPROJEKTHI YEZINDLU ZENTLALO, ISITALATO sase-OMEGA: OHHA</b> <i>Refer Report from the Executive Manager Planning and Economic Development (L Menze / Manager Human Settlements (J Mkunqwana)</i>	300 – 308
SECTION I		
NOTICE OF URGENT MOTIONS / KENNISGEWING VAN DRIGENDE MOSIES / ISAZISO SEZIPHAKAMISO		
I.1	None / Geen / Asikho	
SECTION J		
NOTICES OF MOTIONS / KENNISGEWING VAN MOSIES / ISAZISO SEZIPHAKAMISO		
J.1	None / Geen / Asikho	

SECTION K		
IN CLOSED SESSION / <i>IN GESLOTE SESSIE</i> / KWI-SASHONI YASEKHUSINI		
K.1	REPORTS WILL BE DISTRUBTED SEPERATELY FROM THIS AGENDA	
	CLOSURE / <i>SLUITING</i> / UQUKUNJELO	

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  
 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 / Ceba R Louw (as of 19 June 2023)  
 Cllr / Rdl / Ceba F September (as of 26 July 2023)  
 Cllr / Rdl / Ceba A Oktober (as of 22 November 2023)  
 Cllr / Rdl / Ceba JC Petersen (as of 22 November 2023)  
 Cllr / Rdl / Ceba J Fry (as of 22 November 2023)  
 1X VACANT



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 **Wednesday, 22 November 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 **Woensdag, 22 November 2023** om **10:00***

Imizuzu **Yentlanganiso yeBhunga eKhethekileyo** yexesha lika 2021/2026  
yoMasipala Wesithili se Garden Route  
nebibanjwe kwiGumbi **leBhunga CA Robertson**, kunye **nango Zoom**, ngo  
**NgoLwesithathu, 22 KweyeNkanga 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.

**NB: Report C.1 was dealt with first.**

**C.1 INAUGURATION OF COUNCILLORS: GARDEN ROUTE DISTRICT COUNCIL: CLLR A OKTOBER; CLLR J PETERSEN, ALD B PETRUS AND CLLR J FRY/ INHULDIGING VAN RAADSLEDE: GARDEN ROUTE DISTRIKSMUNISIPALITEIT: RDL A OKTOBER, RDL J PETERSEN, ALD B PETRUS EN RDL J FRY/ UKUFUNGISWA KOCEBA: IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA A OKTOBER, UCEBA J PETERSEN, ALD B PETRUS KUNYE UCEBA J FRY**

*Refer from the Office of the Municipal Manager (MG Stratu) (pg 99-107)*

**RESOLVED**

- 5.1 That cognizance be taken of the correspondences received from the IEC dated 19 and 27 October as well as 15 November 2023.
- 5.2 That Cllr A Oktober be inaugurated as a Councillor of Garden Route District Council with effect from 19 October 2023
- 5.3 That Cllr JC Petersen be inaugurated as a Councillor of Garden Route District Council with effect from 27 October 2023.
- 5.4 That Cllr J Fry be inaugurated as a Councillor of Garden Route District Council with effect from 15 November 2023.
- 5.5 That Cllrs A Oktober, JC Petersen and J Fry, be requested to take the Oath of Office as is required in terms of the Rules of order.
- 5.6 That Ald B Petrus who was absent be inaugurated as a Councillor of Garden Route District Council at the next available opportunity.

**BESLUIE**

- 5.1 *Dat kennis geneem word van die kennisgewings van die OVK, gedateer 19 en 27 Oktober 2023 sowel as 15 November 2023.*
- 5.2 *Dat Rdl A Oktober met ingang van 19 Oktober 2023 as Raadslid van die Gardenroute Distriksmunisipaliteit ingehuldig word.*
- 5.3 *Dat Rdl JC Petersen met ingang van 27 Oktober 2023 as Raadslid van die Gardenroute Distriksmunisipaliteit ingehuldig word.*
- 5.4 *Dat Rdl J Fry met ingang van 15 November 2023 as Raadslid van die Gardenroute Distriksmunisipaliteit ingehuldig word.*
- 5.5 *Dat Rdl. A Oktober, JC Petersen en J Fry versoek word om 'n eed van die kantoor te neem soos vereis word ingevolge die Reëls van Orde.*
- 5.6 *Dat Ald B Petrus wat afwesig was, by die volgende beskikbare geleentheid as Raadslid van Tuinroete Distriksraad ingehuldig word.*

**ISIGQIBO**

- 5.1 Sesokuba kuthathelwe ingqalelo isaziso se IEC, sangomhla wama 19 kunye 27 KweyeDwarha 2023 kunye 15 KweyeNkanga 2023.
- 5.2 Sesokuba uCeba. A Oktober, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla wama 19 KweyeDwarha 2023.
- 5.3 Sesokuba uCeba. yJC Petersen, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla wama 27 KweyeDwarha 2023.

- 5.4 Sesokuba uCeba. J Fry, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla wama 15 KweyeNkanga 2023.
- 5.5 Sesokuba uCeba A Oktober, JC Petersen, kunye uCeba J Fry acelwe ukuba athabathe Isifungo se-Ofisi njengoko kufunwa yimithetho Yolawulo.
- 5.6 Sesokuba kuthathelwe ingqalelo ukuba u Ald B Petrus nobengekho kwintlanganiso uzakufungiswa njengoCeba weBhunga Lesithili se Garden route xakukho ithuba kwintlanganiso elandelayo yeBhunga.

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

The evacuation procedures were communicated by the Executive Mayor, Ald M Booysen.

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

A moment of silence were observed.

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

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

Ald GR Wolmarans	DA
Ald M Booysen	DA
Cllr / Rdl / Ceba J Hoogbaard	DA
Cllr / Rdl / Ceba K Malooi	DA
Cllr / Rdl / Ceba JG Meiring	DA
Cllr / Rdl / Ceba F September	DA
Ald P Terblanche	DA
Cllr / Rdl / Ceba NV Gungubele	ANC



Ald CN Lichaba	ANC
Cllr / Rdl / Ceba JJ Cornelius	ICOSA
Cllr / Rdl / Ceba A Oktober	GOOD
Cllr / Rdl / Ceba JP Buys	PBI
Cllr / Rdl / Ceba D Acker	FREEDOM FRONT PLUS
Ald GJ van Niekerk	George Municipality
Cllr / Rdl / Ceba R Louw	George Municipality
Cllr / Rdl / Ceba SM Toto	George Municipality
Cllr / Rdl / Ceba JC Petersen	George Municipality
Cllr / Rdl / Ceba J Fry	George Municipality
Cllr / Rdl / Ceba B van Noordwyk	Hessequa Municipality
Cllr / Rdl / Ceba CP Taute	Hessequa Municipality
Cllr / Rdl / Ceba RW Arends	Knysna Municipality
Cllr / Rdl / Ceba PE Petros	Knysna Municipality
Cllr / Rdl / Ceba HRT Stroebeel	Knysna Municipality
Ald NS Ndayi	Bitou Municipality
Cllr / Rdl / Ceba NT Seti	Bitou Municipality
Cllr / Rdl / Ceba M Kannemeyer	Mossel Bay Municipality
Ald JC Lambaatjeen	Oudtshoorn Municipality
Cllr / Rdl / Ceba S van Rooyen	Oudtshoorn Municipality
Cllr / Rdl / Ceba RJ April	Oudtshoorn Municipality
<u>OFFICIALS / AMPTENARE / AMAGOSA</u>	
Mr / Mnr / Mnu MG Stratu	Municipal Manager
Ms / Me / Nkzn B Holtzhausen	Executive Manager Corporate Services
Mr / Mnr / Mnu C Boshoff	Executive Manager Financial Services
Mr / Mnr / Mnu J Compion	Acting Executive Manager Community Services
Mr / Mnr / Mnu L Menze	Executive Manager Economic Development and Planning
Mr / Mnr / Mnu S Maqekeni	Manager Integrated Support Services & Legal Compliance

Mr / Mnr / Mnu T Loliwe	Strategic Manager in the Office of the Municipal Manager
Ms / Me / Nkzn N Davids	Manager Legal Service
Ms / Me / Nkzn P Lufele	Chief Audit Executive
Ms / Me / Nksnz L James	Risk Management Manager
Ms / Me / Nksnz N Klaas	Manager Policy Research and Development
Mr / Mnr / Mnu S Dladla	Chief of Staff: Office of the Executive Mayor
Mr / Mnr / Mnu K Nieuwoudt	Manager ICT
Ms / Me / Nksnz M Smit	Manager Human Resources
Ms / Me / Nksnz L Hoek	Manager BTO, AFS & Assets
Mr / Mnr / Mnu C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Mr / Mnr / Mnu T Mpuru	Manager SCM, Data and Stores
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu R Dyantyi	Manager EPWP
Ms / Me / Nksnz R Matthews	Head: Committee Services
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
Mr / Mnr / Mnu E du Plessis	
Mr / Mnr / Mnu W Jacobs	Disaster Management Officer
Mr / Mnr / Mnu V Notyeke	Multi Meda Communicator

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

Ald S De Vries	ANC
Cllr / Rdl / Ceba MA Mkonto	Mossel Bay Municipality
Cllr / Rdl / Ceba JJ Bavuma	Mossel Bay Municipality

Ald B Petrus

Cllr / Rdl / Ceba HD Ruiters

Mr / Mnr / Mnu C Africa

Mr / Mnr / Mnu JG Daniels

George Municipality

Kannaland Municipality

Executive Manager Community Services

Executive Manager Roads and Transport Services

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**

Ald CN Lichaba declared her interest on the report K.3 in the In-Closed Session Agenda.

**NB: The Speaker then continued to hand over long service certificates to the following officials:**

**ROADS AND TRANSPORT SERVICES**

NAME AND SURNAME	AMOUNT OF YEARS
HD Tarentaal	25 years
LR Meyer	25 years

A Saayman	20 years
J Gunguluza	20 years
TG Thomas	20 years
N Sthunda	15 years
SD Ngengane	15 years
J Kasper	30 years
A Gerber	30 years
C Willeman	30 years
FW Tiemie	10 years

#### **CORPORATE SERVICES**

<b>NAME AND SURNAME</b>	<b>AMOUNT OF YEARS</b>
G Noni	15 years

**NB: The Speaker and the Executive Mayor congratulated all the staff members with the receipt of their long services certificates and thereafter excused them from the meeting.**

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

The Speaker, Ald G Wolmarans communicated the following:

The Speaker welcomed the three newly inaugurated Councillors and said that if the Councillors have any questions or uncertainties, they are welcome to contact her office, or post in the Council Whats App group.

The Speaker referred to Report A.1 on the agenda and said that the newly inaugurated Cllrs will be placed in the various committees where the vacancies exist.

The Speaker informed the Councillors that it was Ald R Ruiters' birthday on Monday, 20 November 2023 and continued to wish the Councillors that are still going to celebrate their birthdays, happy birthdays in advance.

The Speaker informed the Councillors that on 01 December 2023, GRDM is hosting its Strategic Year End Engagement and that all Councillors are invited to join the festivities. The Speaker informed the Councillors that each section has a theme, and that the Councillors will slot in with the theme of the Office of the Municipal Manager, which is Disco.

The Speaker informed the Councillors that the last Council meeting is going to take place on 12 December 2023.

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

The Executive Mayor communicated the following:

The Executive Mayor congratulated Ald R Ruiters with her birthday that was on Monday 20 November.

The Executive Mayor said normally the Mayoral Committee meeting is on a different day from the Council meeting, and that today the Mayoral Committee and Council meeting took place back to back. The Executive Mayor said that some of the Councillors arrived early in order not to be late for the Council meeting, and entered the Council Chambers, and said that if it were to happen again, the Councillors are welcome to join the Mayoral Committee meeting and extended the invitation to all Councillors who wishes to join the Mayoral Committee meetings.

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

The Municipal Manager communicated the following:

The Municipal Manager welcomed all the newly inaugurated Councillors. The Municipal Manager congratulated all the staff members with the receipt of their long services certificates.

The Municipal Manager reported that during this week the Labour Court issued a ruling with regard to the legality of the Municipal Systems Amendment Act, with reference to the eligibility of Municipal Staff to occupy official positions in Political Parties. The decision that was made was that the impugned section will be.. However, the prohibition of Senior Managers occupying office as per the amendment still remains. The Municipal Manager informed Councillors that if they wish to have access to the court case, they can request the document from Ms N Davids, Manager Legal Services.

The Municipal Manager informed the Councillors that on 01 December 2023, GRDM is hosting its Strategic Year End Engagement at Swartvlei and that all Councillors are invited to join the festivities.

The Municipal Manager reported that GRDM received a complimentary letter from Mossel Bay Municipality regarding the performance of the Roads Department. The Municipal Manager said that the Roads Department fixed a Road in the area of Mosselbay and the work performed by the Roads Department Personnel was so good that Mossel Bay Municipality wrote a letter to GRDM to thank them for the wonderful execution of their duties.

The Municipal Manager informed the Councillors that Ms Melanie Wilson left the service of GRDM during the year and has been employed by GRDM Economic Partnership, a position that was previously held by Mr Paul Hoffman, as of 01 November 2023, and soon GRDM will be interacting with her again.

The Municipal Manager reported that GRDM is at its tail end with regards to the Audit Process and it looks very good and that GRDM is on course to obtain its third clean audit. The Municipal Manager reported that there are two very important matters affecting the entire Western Cape. All District municipalities have received communication of findings with regard to the treatment of VAT.

The Municipal Manager reported that the VAT matter is being dealt with by Province because it affects the monies that district municipalities are receiving from the Roads Department and for the Local Municipalities who have libraries. The Municipal Manager reported that a number of municipalities in the province may regress if it is not addressed properly by the office of the Auditor General.

The Municipal Manager reported that the other matter is the application of Preferential Procurement Regulations and is affecting all the municipalities in the Province.

The matter relates to the evaluation of quotations below R30 000 and in terms of our policy GRDM is not required to implement PPPF in that space, but the Auditor General believes that all municipalities are wrong. The Municipal Manager reported that the matter is currently being dealt with by the Provincial Treasury and all the municipalities are involved.

The Municipal Manager reported that GRDM is proceeding with the Regional Waste Management Facility and has addressed all the challenges. Knysna Municipality has scheduled a meeting to take place on Friday, 24 November 2023. The Municipal Managers, Speakers, Mayoral Committee Members and Officials from both Municipalities are going to attend this meeting in Knysna and resolve the Service Level Agreement issue between GRDM and Knysna. The Municipal Manager reported that upon completion of the Service Level Agreement, all the 4 participating Municipalities would have submitted their Agreements and the challenges will be over.

The Municipal Manager informed the Councillors that Mr Herman Pieters has been robbed, assaulted and his car was stolen in Mossel Bay. The Municipal Manager reported that Mr Pieters' car was found, a case has been opened at the Police Station and that Mr Pieters is not going to be at the Office for the remainder of the week. The Municipal Manager, on behalf of Administration wished Mr Pieters a speedy recovery. The Municipal Manager urged all the Councillors and Officials to practise extreme caution.

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

**10.1 MINUTES OF A COUNCIL MEETING DATED 25 OCTOBER 2023 / NOTULE VAN 'N RAADSVERGADERING GEDATEER 25 OKTOBER 2023 / IMIZUZU YENTLANGANISO YEBHUNGA YANGOMHLA 25 KWEYEDWARHA 2023 (PG 7-54 )**

**RESOLVED**

That the minutes of the Council meeting dated 25 October 2023, be approved,

**BESLUIT**

*Dat die notule van die Raadsvergadering gedateer gedateer 25 Oktober 2023, goedgekeur word.*

**ISIGQIBO**

Sesokuba Imizuzu Yentlanganiso yeBhunga yangomhla 25 KweyeDwrha 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) / IMIZUZU YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI ZOMHLATHI 79 (ITHATHELWE INGQALELO)**

**11.1 MAYORAL COMMITTEE MEETING DATED 30 AUGUST 2023 / UITVOERENDE BURGEMEESTERSKOMITEEVERGADERING GEDATEER 30 AUGUSTUS 2023 / IMIZUZU YENTLANGANISO YEKOMITI KASODOLOPHU YANGO MHLA 30 KWEYETHUPA 2023 (PG 55-90)**

**RESOLVED**

That the minutes of the Executive Mayoral Committee meeting dated 30 August 2023, be noted.



**BESLUIT**

*Dat kennis geneem word van die notule van die Uitvoerende Burgemeesterskomitee wat plaasgevind het op 30 Augustus 2023.*

**ISIGQIBO**

Sesokuba imizuzu yentlanganiso yeKomiti kaSodolophu nenibanjwe ngomhla 30 KweyeThupa 2023, 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 RESTRUCTURING OF SECTION 79 AND 80 COMMITTEES / HERSAMESTELLING VAN ARTIKEL 79 EN 80 KOMITEES / LUNGELELWANISO LWEKOMITI ZOMHLATHI 79 KUNYE 80**

*Refer Report from the Speaker (Ald G Wolmarans) (pg 91-98)*

**RESOLVED**

That the report be referred back and be discussed at the next available opportunity.

**BESLUIT**

*Dat die verslag terugverwys en by die volgende beskikbare geleentheid bespreek word.*

**ISIGQIBO**

Sesokuba ingxelo ibuyiselwe umva kwaye ixoxwe kwixa elizayo xa kunethuba lengxoxo.

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

B.1 NONE / GEEN / ASIKHO

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 COUNCILLORS: GARDEN ROUTE DISTRICT COUNCIL: CLLR A OKTOBER; CLLR J PETERSEN, ALD B PETRUS AND CLLR J FRY/ INHULDIGING VAN RAADSLEDE: GARDEN ROUTE DISTRIKSMUNISIPALITEIT: RDL A OKTOBER, RDL J PETERSEN, ALD B PETRUS EN RDL J FRY/ UKUFUNGISWA KOCEBA: IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA A OKTOBER, UCEBA J PETERSEN, ALD B PETRUS KUNYE UCEBA J FRY

*Refer from the Office of the Municipal Manager (MG Stratu) (pg 99-107)*

NB: This report has been dealt with first and the recommendations can be found on page two (2) of the minutes.

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 2023 TO 31 OCTOBER 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBEID VIR DIE PERIODE 1 OKTOBER 2023 TOT 31 OKTOBER 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWEZEMALINCITHO KWIXESHA LOMHLA 1 KWEYEDWARHA 2023 UKUYA 31 KWEYEDWARHA 2023

*Refer Report from the Chief Financial Officer (C Boshoff) (pg 108-115)*

### **RESOLVED**

1. That the implementation of Regulation 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 October 2023 to 31 October 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.

**BESLUIT**

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 Oktober 2023 tot 31 Oktober 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 nie aanbeveel 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 KweyeDwarha 2023 ukuya 31 KweyeDwarha 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.

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

**E.1 PUBLIC HOLIDAY ANNOUNCEMENT FOR 15 DECEMBER 2023, CLOSURE FOR FESTIVE SEASON AND SALARY PAYMENT DATE FOR DECEMBER 2023 / AANKONDIGING VAN PUBLIEKE VAKANSIEDAG, SLUITING VIR FEESSEISOEN EN DESEMBER 2023 SALARIS BETAALDATUM / UKUVALWA NGETHUBA LEHOLIDE ZEHLOBO KUNYE NOMHLA WENTLAWULO YEMIVUZO KWEYOMNGA 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 116-119)*

**RESOLVED**

1. That the Public Holiday of 15 December 2023 as announced by the President, be noted.
2. That the offices closure of 15 December 2023 @ 12:00, be rescinded.
3. That the offices close on 14 December 2023 at 13:30.

4. That the salary payment date of 15 December 2023, be rescinded.
5. That the 14<sup>th</sup> of December 2023 will be the salary payment date.
6. That the leave periods remains unchanged as per Council Resolution of 25 October 2023.

**BESLUIT**

1. *Dat kennis geneem word van die 15de Desember 2023 as Publieke Vakansiedag soos aangekondig deur die President.*
2. *Dat die sluiting van die kantore op 15 Desember 2023 om 12:00, teruggetrek word.*
3. *Dat die kantore op 14 Desember 2023 om 13:30 sluit.*
4. *Dat die salarisbetaaldatum van 15 Desember 2023, teruggetrek word.*
5. *Dat die 14de Desember 2023 die salaris betaaldatum sal wees.*
6. *Dat die verlofperiodes onveranderd bly soos per Raadsvergaderingsbesluit van 25 Oktober 2023.*

**ISIGQIBO**

1. Sesokuba uMhla Weholide wangomhla 15 kweYomnga 2023, njegoko ubhengeziwe nguMongameli uthathelwe ingqalelo.
2. Sesokuba ukuvalwa kwe-ofisi ngomhla we 15 kweyoMnga 2023 ngo 12:00, kurhoxiswe.
3. Sesokuba iiofisi zivalwe ngomhla 14 kweyoMnga 2023 ngo 13:30.
4. Sesokuba intlawulo yemivuzo yangomhla 14 kweyoMnga 2023, kurhoxiswe.
5. Sesokuba umhla we 14 kweyoMnga 2023 ibengumhla wokuhlawulwa kwemivuzo.
6. Sesokuba ixesha lexhefu lihlale lingaguqulwanga ngokwesiGqibo seBhunga sangomhla 25 kweyeDwarha 2023.

E.2

**REPORT ON THE APPROVAL OF THE FUNDING REQUEST TO THE NATIONAL SKILLS UND (NSF): GARDEN ROUTE DISTRICT MUNICIPALITY / VERSLAG RAKENDE DIE GOEDKEURING VAN DIE BEFONDSINGSVERSOEK AAN DIE NASIONALE VAARDIGHEIDSFONDS: GARDEN ROUTE DISTRIKSMUNISIPALITEIT / INGXELO NFOKUPHUNYEZWA KWESICELO SEMALINXASO KWINGXOWAMALI KAZWELONKE YEZAKHONO (NSF) NGUMASIPALA WESITHILI SE GARDEN ROUTE**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 120-127)*

**RESOLVED**

1. That Council takes note of the content of the report.
2. That progress reports of the implementation of the National Skills Fund project be included in the quarterly progress report to Council of the Garden Route Skills Mecca.

**BESLUIITE**

1. *Dat die Raad kennis neem van die inhoud van die verslag.*
2. *Dat vorderingsverslae rakende die implementering van die Nasionale Vaardigheidsfonds projek ingesluit word by the kwartaalikse verslae van die Garden Route Skills Mecca.*

**ISIGQIBO**

1. Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.
2. Sesokuba ingxelo ngokuqhubekayo ngokumiselwa kwenqkubo kaZwelonke Yemalinxaso Yezakhono ibandakanywe kwingxwlo zekota zeBhunga ze Garden Route Skills Mecca.

F.

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

F.1

**REPORT ON THE FINALISATION OF THE SERVICE LEVEL AGREEMENT BETWEEN GARDEN ROUTE DISTRICT MUNICIPALITY AND THE PARTICIPATING MUNICIPALITIES OF BITOU, KNYSNA, GEORGE & MOSSEL BAY FOR THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY / VERSLAG RAKENDE DIE FINALISERING VAN DIE DIENSVLAKOOREENKOMS TUSSEN TUINROETE DISTRIKSMUNISIPALITEIT EN DIE DEELNEEMENDE MUNISIPALITEITE BITOU, KNYSNA, GEORGE & MOSSELBAAI VIR DIE TUINROETE STREEKAFVALBESTUUR / INGXELO NGOKUQUKUNJELWA KWESIVUMELWANO SEBAKALA LENKONZO PHAKATHI KOMASIPALA WESITHILI SE GARDEN ROUTE KUNYE NOOMASIPALA ABATHABATHA INXAXHEBA UMASIPALA WASE BITOU, KNYSNA, GEORGE NOWASE MOSSELA MALUNGA NEBALA LOLAWULO LWENKUNKUMA LWENGINGQI YE GARDEN ROUTE**

Refer Report from the Acting Executive Manager Community Services (D Stoffels) / District Waste Manager ( J Gie) (pg 128 – 138)

**RESOLVED**

1. That Council note the contents of the report.
2. That Council approves that the 10% GRDM Administrative costs should not be based on the Capital Costs, the Interest on the Loan and Rehabilitation Costs.
3. That Council approves that the 10% GRDM Administrative costs will only be based on the operating costs.
4. That Council approves that the capital costs of the Hazardous Waste Cell and associated infrastructure and the Waste Tyre Facility will be absorbed by GRDM to the estimated amount of R31.8 million.

**BESLUIE**

1. *Dat die Raad kennis neem van die inhoud van die verslag.*
2. *Dat die Raad goedkeur dat die 10% GRDM Administratiewe koste nie gebaseer moet word op die Kapitaalkoste, die Rente op die Lening en Rehabilitasiekoste nie.*
3. *Dat die Raad die 10% GRDM Administratiewe koste slegs gebaseer sal word op die bedryfskoste, goedkeur.*
4. *Dat die Raad dat die kapitaalkoste van die Gevaarlike Afvalsel en gepaardgaande infrastruktuur en die Afvalbandfasiliteit deur GRDM geabsorbeer sal word teen die geraamde bedrag van R31.8 miljoen, goedkeur.*

**ISIGQIBO**

1. Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.
2. Sesokuba iBhunga liphumeze umyinge we 10 % wengxelo zoLawulo lwe GRDM akufuneki lwayamaniswe neNdleko Eziyinkunzi, Inzala kwiMalimboleko kunye Neendleko Zolungiso.
3. Sesokuba iBhunga liphumeze ukuba umyinge we 10% wendleko zoLawulo lwe GRDM uzakwayamaniswa kwindleko zolawulo.
4. Sesokuba iBhunga liphumeze indleko eziyinkunzi Zecandelo Lwenkunkuma Enobungozi kunye nolwakhiwo olayamaniswa noesiseko kunye Nendawo Yamatayala zizakwamkelwa yi GRDM neziqikelelwa kwi R31.8 yezigidi.

F.2

**STATUS QUO REPORT WITH REGARDS TO THE DISTRICT FOOD PANTRY/ STATUS QUO  
VERSLAG TEN OPSIGTE VAN DIE DISTRIK VOEDSEL SPENS / INGXELO  
NGESIMONESIQHUBAYO NGOKUMALUNGA NENDAWO YOKUGCINA UKUTYA  
YESITHILI**

*Refer Report from the Acting Executive Manager Community Services (D Stoffels) (pg 1396-154)*

**RESOLVED**

1. That Council take note that financial statements for the 2020/2021, 2021/2022 as well as 2022/2023 book years were provided by Echo NPC, but that the final auditing of these would only be done in 2025.
2. That this report be referred to MPAC to follow Section 32 investigation with regard to monies spend for the Food Pantry Project.
3. That the Municipal Manager be mandated to enter into negotiations with the NPO. Gift of the Givers, to consider partnering with Council to drive the district food pantry initiative.

**BESLUIITE**

1. *Dat die Raad kennis neem dat finansieele state vir die 2020/2021, 2021/2022 sowel as 2022/2023 boekjare ontvang is, maar dat die ouditeuring hiervan eers in 2025 afgehandel sal wees'*
2. *Dat hierdie verslag verwys word na die MPRK om 'n Artikel 32-ondersoek te oorweeg met betrekking tot geld wat vir die Distriksvoedselpens projek bestee was.*

3. *Dat die Munisipale Bestuurder gemagtig word om verdere onderhandelinge met die organisasie Gift of the Givers, te voer ten einde oorweging daaraan te skenk om as vennoot van die GRDM die distrik voedsel spens inisiatief voort te sit.*

### **ISIGQIBO**

1. Sesokuba iBhunga lithathele ingqalelo incwazi zezemali zonyakamali kab2020/2021,2021/2022 kuquka nonyakamali ka 2022/2023 nencwadi zonyaka eziye zanikezelwa ngabakwa Echo NPC kodwa uphichotho lokugqibila lwazo luyakuqukunjelwa ngo 2025.
2. Sesokuba lengxelo inikezelwe kwi MPAC ukuze iqwalaselo ulandelo lweSihlomelo 32 sophando malunga nemali ezisetyenziswe kwiNkqubo Yezogcino Lokutya.
3. Sesokuba umphathi masipala agunyaziswe ukuba angenele ingxoxo NPO ye Gift of the Givers ngelinge lokuqwalasela ukusebenzisana neBunga ukuqhuba iphulo lesithili logcino kutya.

### **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 LEZICWANGCISO KUNYE NOPHUHLISO LOQOQOSHO**

#### **H.1 REPORT ON THE PROGRESS OF THE GARDEN ROUTE GROWTH AND DEVELOPMENT STRATEGY IMPLEMENTATION / VERSLAG RAKENDE DIE GARDEN ROUTE SE IMPLEMENTERING VAN DIE GROEI -EN-ONTWIKKELINGSSTRATEGIE/ INGXELO NGOMSEBENZI WOKUMISELWA KWESICWANGCISO SOBUCHULE BEZOHLULO NOPHUHLISO LWE GARDEN ROUTE**

*Refer Report from the Executive Manager Economic Development and Planning ( L Menze) / Manager EPWP (R Dyantyi)(pg 155-168)*

### **RESOLVED**

That Council takes note of the report on the progress of the Growth and Development Strategy implementation through the seven key focus area project progress assessment.



**BESLUIT**

*Dat die Raad neem kennis van die verslag rakende die vordering van die Groei- en Ontwikkelingstrategie-implementering deur die sewe sleutelfokusareas-projekvorderingsbeoordeling.*

**ISIGQIBO**

Sesokuba iBhunga lithathele ingqalelo umsebenzi wengxelo yokumiselwa koBuchule Bohlumo Nophuhliso ngokwenkalo ezingundoqo ezisixhenxe zamasebe.

**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 11:10 with 29 Councillors present / Die vergadering sluit om 11:10 met 29 Raadslede teenwoordig / Intlanganiso ivalwe ngo 11:10 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 **Friday, 20 October 2023** at **09:00**

*Notule van 'n **Burgemeesterskomiteevergadering**  
Gehou in die **CA Robertson Raadsaal** en via **Zoom**,  
op **Vrydag, 20 Oktober 2023** om **09:00***

Imizuzu **yeKomiti Kasodolophu**  
nebibanjwe kwiGumbi **leBhunga CA Robertson**, kunye **nango Zoom**, ngo  
**ngolwesihlanu, 20 KweyeDwarha 2023** ngo **09:00**

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

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

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

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

**5. 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 Booyesen

Executive Mayor

Ald IC Kritzinger

Ald RH Ruiters

Ald JC Lambaatjeen

Ald P Terblanche

Ald N Ndayi

Cllr / Rdl / Ceba J Hoogbaard

OFFICIALS / AMPTENARE / AMAGOSA

Mr / Mnr / Mnu L Menze	Executive Manager Planning and Economic Development
Ms / Me / Nkzn B Holtzhausen	Executive Manager Corporate Services
Mr / Mnr / Mnu C Boshoff	Executive Manager Financial Services
Mr/Mnr /Mnu JG Daniels	Executive Manager Roads and Transport Planning Services
Mr / Mnr / Mnu J Compion	Acting Executive Manager Community Services
Mr / Mnr / Mnu T Loliwe	Strategic Manager in the Office of the Municipal Manager
Ms / Me / Nkzn N Davids	Manager Legal Service
Mr/Mnr / Mnu S Dladla	Chief of Staff: Office of the Executive Mayor
Mr / Mnr / Mnu K Nieuwoudt	Manager ICT
Ms / Me / Nkzn M Smit	Manager Human Resources
Ms / Me/ Nkzn L Hoek	Manager BTO, AFS & Assets
Mr / Mnr / Mnu C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Mr / Mnr / Mnu T Mpuru	Manager SCM, Stores and Data
Ms/Me / Nksnz IG Saaiman	Manager Performance Management
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
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu J Mkunqwana	Manager Human Settlements

Ms /Me / Nksnz S Sims	Manager Human Settlements
Mr / Mnr / Mnu C Scheepers	Assistant Manager: Human Resources
Mr / Mnr / Mnu R Alberts	Snr ICT Professional
Mr / Mnr / Mnu L Forbes	Chief Accountant: BTO & AFS
Mr / Mnr / Mnu D Stoffels	Fire Chief
Ms / Me / Nksnz R Matthews	Head: Committee Services
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 / OOCCEBA ABAKWIKHEFU**

Ald G van Niekerk	Deputy Executive Mayor
Mr / Mnr / Mnu MG Stratu	Municipal Manager
Mr / Mnr / Mnu C Africa	Executive Manager Community Services
Mr / Mnr / Mnu S Maqekeni	Manager Integrated Support Services & Legal Compliance

#### 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 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**

None / Geen / Azikho

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

9.1 **MINUTES OF PREVIOUS MEETING: 30 AUGUST 2023 / NOTULE VAN VORIGE VERGADERING: 30 AUGUSTUS 2023 / IMIZUZU YENTLANGANISO YANGAPHAMBILINI 30 KWEYETHUPA 2023 (PG 8-44)**

**RESOLVED**

That the Executive Mayoral Committee approves the minutes of the Executive Mayoral Committee meeting dated 30 August 2023.

**BESLUIT**

*Dat die Uitvoerende Burgemeesterskomitee die notule van die Uitvoerende Burgemeesterskomiteevergadering gedateer, 30 Augustus 2023, goedkeur.*

**ISIGQIBO**

Sesokuba iKomiti Kasododlophu Obekekileyo iphumeze imizuzu yentkangansio yekomiti Kasodolophu Obekekileyo yangomhla 30 KweyeThupa 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 / CORPORATE SERVICES COMMITTEE / KORPORATIEWE DIENSTE KOMITEE / YEKOMITI YEENKONZO ZOLAWULO DATED : 08 & 10 AUGUST 2023 / 08 & 10 AUGUSTUS 2023 / 08 & 10 KWEYETHUPA 2023 (pg 46-106)**

**RESOLVED**

That the minutes of the Roads and Transport Planning Services, Community Services Committee; Economic Development and Tourism Committee; and Property Management and Development Financial Services Committee; Strategic Services and Corporate Services Committee meetings that took place on 08 & 10 August 2023, be noted.

**BESLUIT**

*Dat kennis geneem word van die notules van die Paaie en Vervoerdienste, Gemeenskapsdienste, Distrik Ekonomiese Ontwikkeling en Toerisme Komitee, Eiendomsbestuurs-en Ontwikkelingskomitee, Finansiële Dienste, Strategiese Dienste en Korporatiewe Dienstekomitee vergaderings wat plaasgevind het 08 & 10 Augustus 2023.*

**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, yeKomiti Yezophuhliso noLawulo Lwemihlaba ebezibanjwe kunye yekomiti Yeenkonzo Zolawulo ngomhla 08 & 10 KweyeThupa 2023, ithathelwe ingqalelo.

**11. STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO****11.1 PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT/VORDERINGSVERSLAG INSAKE DIE GARDEN ROUTE STREEK AFVALBESTUUR FASILITEIT PROJEK /INGXELO NGOOKUSELE KWENZIWE KWINDAWO YOLAWULO LWENKUNKUMA YENGINGI YE GARDEN ROUTE**

*Refer Report from the Executive Manager (C Africa) / Regional Waste Manager (J Gie) (pg 107-135)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council notes the contents of the report.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

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

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

**11.2 APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR OCTOBER 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR OKTOBER 2023 / INGXELO NGABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KWEYEDWARHA 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) / HR Manager ( M Smit) (pg 136-142)*

**RESOLVED TO RECOMMEND TO COUNCIL**

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



**BESLUIT OM AAN DIE RAAD TE BEVEEL**

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

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga eyokwinIdla neka KweyeDwarha 2023 kuthathelwe inqgalelo.

**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. **SECOND ADJUSTMENT BUDGET 2023/2024 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF) / TWEDE AANSUIWERINGSBEGROTING 2023/2024 MEDIUM TERMYN EN INKOMSTE EN UITGAWE RAAMWERK (MTIUR) / UGQITHISELO LOLWABIWO-MALI OLU-LUNGISIWEYO LWESIBINI LUKA 2023/2024 LWENGENISO YEXESHA ELIFUTSHANE KUNYE NENDLELA YENCITHO(MTREF)**  
*Refer Report from the Executive Mayor (Ald M Booysen) (pg 143 – 165 )*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council take the following resolutions:

- (1) That the adjustment budget of Garden Route District Municipality for the financial year **2023/2024** as set out in the schedules contained in Section 4 be approved:
  - (i) Table B1 Adjustments Budget Summary;
  - (ii) Table B2 Adjustments Budget Financial Performance (by standard classification);
  - (iii) Table B3 Adjustments Budget Financial Performance (by municipal vote);

- (iv) Table B4 Adjustments Budget Financial Performance (revenue by source); and
  - (v) Table B5 Adjustments Budget Capital Expenditure (by municipal vote and funding source)
- (2) That the adjusted operating expenditure budget of Garden Route District Municipality for the financial year **2023/2024 of R532,490,161** be approved.
  - (3) That the adjusted operating revenue budget of Garden Route District Municipality for the financial year **2023/2024 of R530,803,963** be approved.
  - (4) That the adjusted capital of Garden Route District Municipality for the financial year **2023/2024 of R162,400,075**
  - (5) That a revised Service Delivery and Budget Implementation Plan (SDBIP) for the **2023/2024** financial year be compiled and tabled to the Executive Mayor for approval .
  - (6) That the Budget Schedules that were distributed separately be approved and recommended for approval to Council as part of the budget.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad die volgende resolusies aanvaar:*

- (1) *Dat die tweede aangepaste Begroting van Garden Route Distriksmunisipaliteit vir die finansiële jaar 2023/2024 soos vervat in die skedules van Seksie 4 goedgekeur word:*
  - i. *Tabel B1 Aangepaste Begrotings Opsomming;*
  - ii. *Tabel B2 Aangepaste Begroting Finansiële Prestasie (volgens standaard klassifikasie);*
  - iii. *Tabel B3 Aangepaste Begroting Finansiële Prestasie (volgens pos);*

- iv. *Tabel B4 Aangepaste Begroting Finansiële Prestasie (volgens finansieringsbron); en*
  - v. *Tabel B5 Aangepaste Kapitale Begroting (volgens pos en finansieringsbron)*
- (2) *Dat die Raad die Aangepaste Uitgawe Begroting van **R532,490,161**, goedkeur.*
  - (3) *Dat die Raad die Aangepaste Inkomste Begroting van **R530,803,963** goedkeur.*
  - (4) *Die Raad die Aangepaste Kapitaal Begroting van **R162,400,075** goedkeur.*
  - (5) *Dat die hersiende Dienslewering- en Begrotings Implementerings Plan vir 2023/2024 opgestel en aan die Uitvoerende Burgermeester voorgelê word vir goedkeuring.*
  - (6) *Dat die Begrotingskedules wat afsonderlik versprei is, goedgekeur en aanbeveel word vir goedkeuring by die Raad.*

#### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithatha ezi zigqibo zilandelayo:

- (1) Sesokuba uhlahlo lwabiwo-mali lohlengahlengiso lukaMasipala weSithili saseGarden Route kunyaka-mali wama-2023/2024 njengoko kucacisiwe kwiishedyuli eziqulethwe kwiCandelo lesi-4;
  - (i) IsiShwankathelo soHlahlo-lwabiwo-mali lweTheyibhile B1;
  - (ii) ULuhlu B2 Ulungelelwaniso lweNtsebenzo yeMali (ngokuhlelwa okusemgangathweni);
  - (iii) ULuhlu B3 uLungiso lweNkqubo yeMali (ngevoti kamasipala);
  - (iv) ULuhlu B4 Ulungelelwaniso lweNkqubo yeMali (ingeniso ngokomthombo); kwaye

- (v) ULuhlu B5 Ulungelelwaniso loHlahlo-lwabiwo-mali lweNkcitho eyiNkunzi (ngevoti kamasipala kunye nomthombo wenkxaso-mali)
- (2) Sesokuba uhlahlo lwabiwo-mali lwenkcitho yokusebenza oluhlengahlengisiweyo lukaMasipala weSithili saseGarden Route kunyaka-mali wama-2023/2024 wama-**R532,490,161** luvunywe.
- (3) Sesokuba uhlahlo lwabiwo-mali oluhlengahlengisiweyo lwengeniso yokusebenza kaMasipala weSithili saseGarden Route kunyaka-mali wama-2023/2024 wama-**R530,803,963** luphunyezwe.
- (4) Sesokuba inkunzi ehlehlengisiweyo yoMasipala weSithili weGarden Route kunyaka-mali wama-2023/2024 ibe yi-**R162,400,075**.
- (5) Sesokuba kuqulunqwe iSicwangciso sokuNikezelwa kweenNkonzo noHlahlo-lwabiwo-mali lonyaka-mali wama-2023/2024 size sandlalwe kuSodolophu oLawulayo ukuze samkelwe.
- (6) Sesokuba ULuhlu Lolwabiwo-Mali noluye lwathunyelwa lodwa lunikezelwe kwaye kundululwe ukuze luphunyezwe kwiBhunga njengenxalenye yolwabiwo-mali.

13.2. **REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR / VERSLAG: ARTIKEL 52 VERANTWOORDELIKHEDE VAN DIE BURGEMEESTER / INGXELO: U MHLATHI 52 - UXANDUVA**

**LUKA**

**SODOLOPHU**

*Refer Report from the Executive Mayor (Ald M Booysen) (pg 166-277)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council 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 September 2023.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad 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 geëinding 30 September 2023.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo ingxelo ngokumiselwa kolwabiwo-mali kunye nemicimbi yezemali zomasipala zonyaka uzakuthi ga ngoku kunye nexesha eliphela ngomhla 30 KweyoMsintsi 2023.

**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 APAC BI-ANNUAL REPORT / OPOK TWEEJAARLIKSE VERSLAG / INGXELO ZONYAKA EZIMBINI ZE-APAC**

*Refer Report from the Office of the Municipal Manager (MG Stratu) / Chief Audit Executive (P Lufele) (pg 278-288)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council takes note of the content of the report.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

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

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

**14.2 AUDIT AND PERFORMANCE AUDIT COMMITTEE CHARTER / OUDIT EN PRESTASIE OUDITKOMITEE HANDVES / ITSHATI YEKOMITI YOPHICOTHU-ZINCWADI KUNYE NOMSEBENZI WEZOPHICOTHU**

*Refer Report from the Office of the Municipal Manager (MG Stratu) / Chief Audit Executive (P Lufele) (pg 289-305)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council approves the reviewed APAC Charter.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad die hersiene OPOK-handves goedkeur.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga liphumeze i Charter ye APAC ehlaziywe.

14.3

**REPORT ON THE STRATEGIC RISK REGISTER FOR SEPTEMBER 2023 / VERSLAG RAKENDE DIE STRATEGIESE RISIKO REGISTER VIR SEPTEMBER 2023 / INGXELO NGOLUHLU LOBUCHULE OLUSENGCIPHEKWENI KWEYOMSINTSI 2023**

*Refer Report from the Office of the Municipal Manager (MG Stratu) / Chief Risk Officer (L James) (pg 306-316)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That the Council take note of the content of the report and make further recommendations, if deemed necessary.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die inhoud van die verslag, en verdere aanbevelings maak, indien nodig*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo umongo wengxelo kwaye lenze ezinye izindululo , ukubangaba kufanelekile.

14.4

**PROGRESS REPORT REGARDING KLEINKRANTZ PROJECT AND LETTER RECEIVED FROM CULLINAN & ASSOCIATES DATED 18 SEPTEMBER 2023 / VORDERINGS VERSLAG MET BETREKKING TOT DIE KLEINKRANTZ PROJEK EN DIE SKRYWE ONTVANG VANAF CULLINANS & ASSOCIATES GEDATEER 18 SEPTEMBER 2023 / INGXELO ENTSHA MALUNGA NENPROJEKTHI YASE KLEINKRANTZ KUNYE NENCWADI ESUKA KWABAKWA CULLINANA AND ASSOCIATES NGOMHLA 18 KWEYOMSINYSI 2023**

*Refer Report from the Office of the Municipal Manager (MG Stratu) / Manager Legal Services (N Davids) (pg 317-365)*

**RESOLVED TO RECOMMEND TO COUNCIL**

5.1 That Council takes note of the contents of the report and possible legal action regarding the Kleinkrantz Project.

5.2 That regular reports be submitted to Council to keep Council informed of developments.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad kennis neem van die inhoud van die verslag en moontlike regsaksie rakende die Kleinkrantz Projek.*
- 5.2 *Dat gereelde verslae aan die Raad voorgele word om die Raad op hoogte te hou met verwikkelinge.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga lithathele ingqalelo umongo wengxelo kunye namanyathelo asemthethweni nasengathakhona malunga neProjekthi yase Kleinkrantz.
- 5.2 Sesokuba kunikezelwe ngengxelo rhoqo kwiBhunga ngokwazisa iBhunga ngokuqhubekayo.

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

- 15.1 **APPROVAL TO AMEND COUNCIL RESOLUTION DATED 19 JUNE 2023 AND TO AUTHORISE THE MUNICIPAL MANAGER TO SIGN THE CESSION AGREEMENT WITH STANDARD BANK / GOEDKEURING OM DIE RAADSBSLUIT GEDATEER 19 JUNE 2023 TO HERSIEN EN OM DIE MUNISIPALE BESTUURDER TOESTEMMING TE VERLEEN OM DIE SESSIE-OOREENKOMS MET STANDARD BANK TE TEKEN / IMVUME YOKULUNGISA ISIGQIBO SEBHUNGA SANGOMHLA 19 KWEYESILIMELA 2029 KUNYE NOKUGUNYAZISA UMPHATHI MASIPALA UKUBA ATYIKITYE ISIVUMLEWANO SOKURHOXA NABAKWA STANDARD BANK**  
*Refer Report from the Chief Financial Officer (C Boshoff) (pg 366-370)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That Council to authorise the Municipal Manager to signed the loan agreement with Std Bank to the full loan amount of R278 242 043,44.
- 5.2 That Council grants approval for the Municipal Manager to sign the Cession Agreement with Standard Bank.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad die Raadsbesluit gedateer 19 Junie 2023 aanpas om die volledige lening in die bedrag van R278 242 043,44 in te sluit.*
- 5.2 *Dat die Raad goedkeuring aan die Munisipale Bestuurder verleen om die Sessie-ooreenkoms met Standard Bank te teken.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga ligunyazise uMphathi kaMasipala ukuba atyikitye isivumelwano semali-mboleko kunye ne-Std Bank kwisixa-mali esipheleleyo semali-mboleko eyi-R278 242 043,44.
- 5.2 Sesokuba iBhunga linike imvume yoMphathi kaMasipala ukuba asayine isiVumelwano sokuRhoxa nabakwa Standard Bank.

15.2 **COST CONTAINMENT REPOTING – QUARTER 1 OF 2023/24 / KOSTE INPERKINGSVERSLAG – KWARTAAL 1 VAN 2023/24 / INGXELO NGOKUNCIPHISA INDLEKO-IKOTA YESIBINI KA 2023/24**

*Refer Report from the Chief Financial Officer (C Boshoff) (pg 371-374)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council notes the measures implemented and aggregate amounts saved in quarter one of the 2023/24 financial year through the implementation of cost containment measures.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die besparings soos identifiseer in kwartaal een van die 2023/24 finansiële jaar as gevolg van die implementering van die GRDM Koste Inperkingsbeleid.*



**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba ipBhunga lithathele ingqalelo imiqathango yokumiselwa kunye nemali eziye zongiwa kwikota yesibini yonyakala mali 2023/24 ngokumisela indlela zokonga zokunciphisa indleko.

15.3 **DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 AUGUST 2023 TO 31 AUGUST 2023 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 AUGUSTUS 2023 TOT 31 AUGUSTUS 2023 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO-NKQUBO WOLAWULO LWEZEMALINCITHO KWIXESHA LOMHLA 1 KWEYETHUPA 2023 UKUYA 31 KWEYETHUPA 2023**

*Refer Report from the Chief Financial Officer (C Boshoff) (pg 375-382)*

**RESOLVED TO RECOMMEND TO COUNCIL**

1. That the implementation of Regulation 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 August 2023 to 31 August 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.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

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 Julie 2023 tot 31 Augustus 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 nie aanbeveel is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 01 ngeyeThupha 2023 ukuya 31 ngeyeThupha 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

15.4 **DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 SEPTEMBER 2023 TO 30 SEPTEMBER 2023 /**  
**AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1**  
**SEPTEMBER 2023 TOT 30 SEPTEMBER 2023 / INGXELO YOTYESHELO: UKUMISELWA**  
**KOMGAQO-NKQUBO WOLAWULO LWEZEMALINCITHO KWIXESHA LOMHLA 1**  
**KWEYOMSINTSI 2023 UKUYA 30 KWEYOMSINTSI 2023**

*Refer Report from the Chief Financial Officer (C Boshoff) (pg 383-390)*

**RESOLVED TO RECOMMEND TO COUNCIL**

1. That the implementation of Regulation 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 September 2023 to 30 September 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.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

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 September 2023 tot 30 September 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.*

### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

1. Sesokuba ukumiselwa komhlathi 36 woMgaqo Wolawulo Lwencitho yoMasiapala ngokwemimiselo yezotyeshelo kwixesha lomhla 1 ngeyoMsintsi 2023 ukuya 30 ngeyoMsintsi 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.

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

### **16.1 NOMINATION OF COUNCIL REPRESENTATIVE TO SALGA PROVINCIAL WORKING GROUP (SECUNDIS)/ NOMINASIE VAN RAADSLID VERTEENWOORDIGERS OP SALGA SE PROVINSIALE WERKSKOMITEES (SEKUNDIS)/ ABACHONGWA NABAMELE IBHUNGA KWIQELA LE PHONDO ELISEBENZAYO LE SALGA (SECUNDIS)**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 391-416)*

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

That the Mayoral Committee takes note of the content of the report and that the names of the Secundi's be nominated at the Council Meeting.

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

*Dat die Uitvoerende Burgemeesterskomitee kennis neem van die inhoud van die verslag en dat die Sekundis genomineer word by die Raadsvergadering.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iKomiti kaSodolophu ithathele ingqalelo umongo wengxelo kwaye amagama amaSekela achongwe kwiNtlanganiso yeBhunga.

16.2 **GARDEN ROUTE SKILLS MECCA PROGRESS REPORT FOR QUARTER - SEPTEMBER 2023 /GARDEN ROUTE SKILLS MECCA VORDERINGSVERSLAG VIR KWARTAAL - SEPTEMBER 2023 / INGXELO NGOKUQHUBEKA KWI GARDEN ROUTE SKILLS MECCA KWIKOTA-KWEYOMSINTSI 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen) (pg 417-439))*

**RESOLVED TO RECOMMEND TO COUNCIL**

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

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga liphumeze ingxelo yenkqubela yekota kwi Garden Route Skills mecca kwikota ephela kweyoMsintsi 2023.

16.3 **CLOSURE FOR FESTIVE SEASON AND SALARY PAYMENT DATE FOR DECEMBER 2023 / SLUITING VIR FEESEISOEN EN DESEMBER 2023 SALARIS BETAALDATUM / UKUVALWA NGETHUBA LEHOLIDE ZEHLOBO KUNYE NOMHLA WENTLAWULO YEMIVUZO KWEYOMNGA 2023**

*Refer Report from the Executive Manager Corporate Services (B Holtzhausen)) (pg 440-446)*

**RESOLVED TO RECOMMEND TO COUNCIL**

1. That the Roads and Transport Planning Services Department be closed from 15 December 2023 @ 12:00 – 12 January 2024, opening on Monday, the 15<sup>th</sup> of January 2024 @ 07:30, which is 17 days annual leave.
2. That the Mechanical Workshop Section will also be closed from 15 December 2023 @ 12:00 and re-open on 8 January 2024 @ 07:30, which is 12 days annual leave.

3. That the rest of the GRDM Departments, excluding emergency staff, will be closed from 15 December 2023 @ 12:00 – 2 January 2024, opening on Wednesday, the 3<sup>rd</sup> of January 2024 @ 07:30, which is 9 days annual leave.
4. That supervisors ensure the submission of annual leave for the season period, excluding emergency staff.
5. That the 15<sup>th</sup> of December 2023 will be the salary payment date.
6. That the list of deadlines as set out in the table by the Finance department be adhered to.
7. That the Executive Mayor, Alderman M Booysen and the Municipal Manager, Mr MG Stratu, or his successor in title, be delegated and authorized to perform all official Council duties, responsibilities and functions during the seasonal closure period 15 December 2023 until 2 January 2024 with the exception of those powers and functions as set out Section 160(2) of the Constitution namely:
  - a) the passing of by-laws;
  - b) the approval of budgets;
  - c) the imposition of rates and other taxes, levies and duties; and
  - d) the raising of loans;
  - e) disposal of Council properties;
  - f) appointment and dismissal of the Municipal Manager and section 56 managers in terms Section 56 of the Systems Act;
  - g) all functions which are according to legislation reserved for Council only.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

1. *Dat die Paaie Dienste Departement vanaf 15 Desember 2023 om 12:00 - 12 Januarie 2024 sluit en weer oopmaak op Maandag, 15 Januarie 2024 om 07:30, wat 17 vakansieverlof dae is.*
2. *Dat die Meganiese Werskwinkel Afdeling ook sluit om 12:00 op 15 Desember 2023 en om 07:30 open op 8 Januarie 2024, wat 12 vakansieverlof dae is.*

3. *Dat die res van die GRDM departemente, nooddienste personeel uitgesluit, vanaf 15 Desember 2023 om 12:00 – 2 Januarie 2024 sluit en weer oopmaak op Woensdag, 3 Januarie 2024 om 07:30, wat 9 vakansieverlof dae is.*
4. *Dat toesighouers toesien dat vakansieverlof vir die seisoen periode ingedien word, nooddienste personeel uitgesluit.*
5. *Dat die 15de Desember 2023 die salaris betaaldatum sal wees.*
6. *Dat die lys van sperdatums soos uiteengesit in die tabel deur die Finansies departement nagekom word.*
7. *Dat die Uitvoerende Burgemeester, Rdl M Booysen en die Munisipale Bestuurder, Mnr MG Stratu, of sy opvolger in titel, gedelegeer en gemagtig word om die Raad se amptelike verpligtinge, verantwoordelikhede en funksies vir die seisoen sluitingsperiode van 15 Desember 2023 tot 2 Januarie 2024, uit te voer met die uitsondering van die ondergenoemdes soos in Artikel 160 (2) van die Grondwet vervat:*
  - a) *die aanname van verordeninge;*
  - b) *die goedkeuring van begrotings;*
  - c) *die oplegging van eiendomsbelasting en ander belastings, heffings en regte en*
  - d) *die verkryging van lenings.*
  - e) *vervreemding van raadseiendom*
  - f) *aanstelling en skorsing van die Munisipale Bestuurder en Artikel 56 bestuurders in terme van Artikel 56 van die Munisipale Stelselwet;*
  - g) *alle funksies wat in terme van wetgewing slegs vir die Raad gereseveer is.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

1. Ukuba iSebe leeNkonzo zoCwangciso lwezeNdlela noThutho livalwe ukususela nge-15 Disemba 2023 @ 12:00 – 12 Januwari 2024, livulwe ngoMvulo, we-15 kaJanuwari 2024 ngo-07:30, eliziintsuku ezili-17 zekhefu lonyaka.
2. Ukuba iCandelo likaMasifundisane likaMasifundisane liya kuvalwa kwakhona ukususela nge-15 Disemba 2023 ngo-12:00 lize liphinde livulwe nge-8 Januwari 2024 ngo-07:30, eliziintsuku eziyi-12 zekhefu lonyaka.
3. Ukuba onke amaSebe e-GRDM, ngaphandle kwabasebenzi bakaxakeka, aya kuvalwa ukususela nge-15 Disemba 2023 @ 12:00 - 2 Januwari 2024, avulwe ngoLwesithathu, umhla wesi-3 kuJanuwari 2024 ngo-07:30, ezizintsuku ezisi-9 zekhefu lonyaka. .
4. Ukuba iisuphavayiza ziqinisekise ngokungeniswa kwekhefu lonyaka ngethuba lonyaka, ngaphandle kwabasebenzi bakaxakeka.
5. I-15 kaDisemba 2023 iya kuba ngumhla wokuhlawulwa kwemivuzo.
6. Ukuba uluhlu lwemihla ebekiweyo njengoko lubekiwe kwitheyibhile liSebe lezeMali luthotyelwe.
7. Ukuba uSodolophu oLawulayo, u-Alderman M Booysen kunye noMphathi kaMasipala, uMnu MG Stratu, okanye umntu oza kungena ezihlangwini zakhe kwisikhundla sakhe, baphathiswe baze bagunyaziswe ukuba benze yonke imisebenzi esemthethweni yeBhunga ngexesha lokuvalwa kwixesha le-15 kweyoMnga 2023 de kube ngowe-2 kweyoMqungu 2024 ngaphandle kwaloo magunya nemisebenzi njengoko kuchaziwe kwiCandelo 160(2) loMgaqo-siseko:
  - a) ukuwiswa kwemithetho kamasipala;
  - b) ukuvunywa kohlahlo lwabiwo-mali;
  - c) ukumiselwa kweerhafu nezinye iirhafu, iintlawuliso kunye neentlawulo; kwaye
  - d) ukunyuswa kweemali-mboleko;
  - e) ukuchithwa kweepropati zeBhunga;

- f) ukuqeshwa nokugxothwa koMphathi kaMasipala kunye nabaphathi becandelo lama-56 ngokweCandelo lama-56 loMthetho weeNkqubo;  
g) yonke imisebenzi engokomthetho ebekelwe iBhunga kuphela.

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

**17.1 GARDEN ROUTE DISTRICT MUNICIPALITY FIRE SERVICES SUMMER OPERATIONAL PLAN /GARDEN ROUTE DISTRIKSMUNISIPALITEIT BRANDWEERDIENSTE SOMER OPERASIONELE PLAN / ISICWANGCISO SEHLOBO SOMSEBENZI WENKONZO YEZOMLILO YOMASIPALA WESITHILI SE GARDEN ROUTE**

*Refer Report from the Executive Manager Community Services (C Africa) / Fire Chief (D Stoffels)(pg 447-489)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council takes note of the report.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die verslag.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo ingxelo.

**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 REPORT ON 2023/2024 FENCING SUBSIDY APPLICATIONS AND EVALUATION SUMMARY / VERSLAG RAKENDE DIE 2023/2024 OMHEININGSUBSIDIE AANSOEK EN EVALUERINGSOPSOMMING/ INGXELO NGESICELO SESIBONELELO SOKUBIYELA SONYAKAMALI KA 2023/2024 KUNYE NOSHWANKATHETHLO LOVAVANYO**

*Refer Report from the Executive Manager Roads and Transport Services (JG Daniels) (pg 490-495)*

**RESOLVED TO RECOMMEND TO COUNCIL**

That Council takes note of the report.



**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad kennis neem van die verslag.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lithathele ingqalelo ingxelo.

**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 REPORT ON THE GARDEN ROUTE FILM COMMISSION AND THE STATUS OF PROGRESS  
MADE FOR THE FINANCIAL YEAR PAST / VERSLAG RAKENDE DIE GARDEN ROUTE FILM  
KOMMISSIE EN DIE STATUS EN VORDERING GEMAAK VIR DIE AFGELOPE FINANSIËLE  
JAAR / INGXELO NGEKOMISHONI YEZOSHICILELO YE GARDEN ROUTE KUNYE  
NESIMO SEMISEBENZI EYENZIWEYO KUNYAKAMALI ODLULILEYO**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze) / Manager EPWP (R Dyantyi) (pg 496-546)*

**RESOLVED TO RECOMMEND TO COUNCIL**

1. That the Council resolves that one of the three Councilors should be permitted to vote where necessary at the Garden Route Film Commission board meetings.
2. That an amount of R205 000 as budgeted by Council be transferred to the Garden Route Film Commission.
3. That the MMF and DCF IGR platforms be utilized to lobby additional funding for the support of the Garden Route Film Commission and that the District request local municipalities to consider funding support as per the statistics report reflecting the return on investment per municipal area.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

1. *Dat die Raad besluit dat een van die drie Raadslede toegelaat moet word om te stem waar nodig by die Tuinroete-filmkommissie se Raadsvergaderings.*
2. *Dat, 'n bedrag van R205 000 soos deur die Raad begroot was na die Tuinroete-filmkommissie oorgeplaas word.*

3. *Dat die MMF- en DCF IGR-platforms gebruik word om bykomende befondsing te verkry vir die ondersteuning van die Tuinroete-filmkommissie en dat die Distrik, plaaslike munisipaliteite versoek om befondsing ondersteuning te oorweeg soos per die statistiekverslag wat die opbrengs van belegging per munisipale gebied weerspieël.*

#### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

1. Sesokuba iBhunga lenze isigqibo sokuba omnye kwabathathu bakaCeba kufuneka avunyelwe ukuba avote apho kuyimfuneko kwiintlanganiso zebhodi yeGarden Route Film Commission.
2. Sesokuba isixa-mali esiyi-R205 000 njengoko kuhlalo lwabiwo-mali liBhunga sidluliselwe kwiKomishoni yeFilimu yaseGarden Route.
3. Sesokuba amaqonga e-MMF ne-DCF IGR asetyenziselwe ukugaya inxaso-mali eyongezelelweyo yokuxhasa iGarden Route Film Commission nokuba iSithili sicele oomasipala basekuhlaleni ukuba baqwalasele inxaso-mali ngokwengxelo yeenkcukacha-manani ebonisa imbuyekezo kutyalo-mali ngommandla kamasipala ngamnye.

19.2

#### **REPORT ON THE GARDEN ROUTE SME PROGRAMME, MONITORING AND EVALUATION / VERSLAG RAKENDE DIE GARDEN ROUTE KMO PROGRAM, MONITERING EN EVALUASIE / INGXELO NGENKQUBO ZE SME ZE GARDEN ROUTE, UQWALASELO KUNYE NOVAVANYO**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze / Manager EPWP (R Dyantyi)(pg 547-555)*

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

That the Council take note of the report on the Garden Route SME Support and Development Programme.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

*Dat die Raad die kennis neem van verslag rakende die Garden Route KMO ondersteuning en ontwikkelingsprogram.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

Sesokuba iBhunga lixoxe ngalengxelo yeZenxaso ye SME kwi Garden Route kunye neNkqubo Yophuhliso.

19.3

**FORMAL CONSIDERATION AND APPROVAL OF THE PLANNED SOCIAL HOUSING DEVELOPMENT - ERF 26823, OMEGA STREET, GEORGE AND FURTHER UPDATE ON ERF 3803, MOSSEL BAY / FORMELE OORWEGING EN GOEDKEURING VAN DIE BEPLANDE BEHUISINGSONTWIKKELING - ERF 26823, OMEGASTRAAT, GEORGE EN VERDERE BYWERKING OP ERF 3803, MOSSELBAAI / INGXELO NGOKUSEMTHETHWENI NOKUVUMELWA KOPHUHLISO LWEZINDLU ZENTLALO-ERF 26823, OMEGA STREET, GEORGE KUNYE NOHLAZIYO OLUNZULU NGE-ERF 3803, MOSSEL BAY.**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze)/Manager Human Settlements (J Mkunqwana)(pg556-590)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That Council takes note of the 2<sup>nd</sup> Consultative meeting held between Management and the OHHA with regards to the substantive progress linked to social housing developments located in Erf 26823, Omega Street,
- 5.2 That Council grants permission to allow its social housing development partner, OHHA to make a presentation on the SDP, feasibility exercise results and three transfer options to be considered as part of the overall project consideration of the social housing project approval process.
- 5.3 That Council takes note that the linked Site Development Plan and related pre-planning processes with the George Municipality have now been completed after being subjected to the internal processes of the George Municipality.
- 5.4 That Council formally consider and approve the planned development of erf 26823, Omega Street, George for social housing purposes based on the approved SDP and preferred land transfer option.

- 5.5 That in terms of the transfer of the property, consideration and approval be made to sell same at a discounted 20% of its market price evaluation of R5 000 000 solely for the purpose of social housing development and long-term management to OHHA.
- 5.6 That the necessary land transfer agreement on erf 26823 be subsequently formally concluded with OHHA with title deed restrictive clause confining use of same solely for social housing purposes only as well as in recognition of outlined obligations and responsibilities in the formal Partnership Agreement between GRDM and OHHA.
- 5.7 That Council further takes note of the preparatory work planned for Phase 2 similar potential development as well on erf 3803, Mossel Bay in due course which could yield between 200 – 300 social housing opportunities.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad kennis neem van die 2de Raadplegende vergadering gehou tussen Bestuur en die OHHA met betrekking tot die substantiewe vordering wat verband hou met maatskaplike behuisingsontwikkelings geleë in Erf 26823, Omegastraat.*
- 5.2 *Dat die Raad toestemming verleen om die maatskaplike behuisingsontwikkelingsvennoot, OHHA, toe te laat om 'n aanbieding te maak rakende die SDP, uitvoerbaarheidsoefeningsresultate en drie oordragopsies om oorweeg te word as deel van die algehele projekoorweging van die maatskaplike behuisingsprojek goedkeuringsproses.*
- 5.3 *Dat die Raad kennis neem dat die gekoppelde Terreinontwikkelingsplan en verwante voorbeplanningsprosesse met die George Munisipaliteit nou voltooi is nadat dit aan die interne proses van die George Munisipaliteit onderwerp is.*

- 5.4 *Dat die Raad formeel die beplande ontwikkeling van erf 26823, Omegastraat, George vir maatskaplike behuisingsdoeleindes oorweeg en goedkeur, gebaseer op die goedgekeurde SDP en voorkeurgrondoordragopsie.*
- 5.5 *Dat die Raad in terme van die oordrag van die eiendom, oorweging en goedkeuring oorweeg om dit te verkoop teen 'n afslag van 20% van sy markprysevaluering van R5 000 000 uitsluitlik vir die doel van maatskaplike behuisingsontwikkeling en langtermynbestuur aan OHHA.*
- 5.6 *Dat die nodige grondoordragooreenkoms op erf 26823 daarna formeel met OHHA gesluit word met 'n titelakte-beperkende klousule wat die gebruik daarvan uitsluitlik vir maatskaplike behuisingsdoeleindes beperk sowel as ter erkenning van uiteengesitte verpligtinge en verantwoordelikhede in die formele Vennootskapsooreenkoms tussen GRDM en OHHA.*
- 5.7 *Dat die Raad verder kennis neem van die voorbereidende werk wat beplan word vir Fase 2 soortgelyke potensiële ontwikkeling asook op erf 3803, Mosselbaai mettertyd wat tussen 200 – 300 sosiale behuisingsgeleenthede kan oplewer.*

#### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga lithathele ingqalelo iNtlanganiso yesi-2 yeNgqungquthela ebanjwe phakathi kwaBaphathi kunye ne-OHHA ngokumalunga nenkqubela phambili enxulumene nophuhliso lwezindlu zokuhlala ezibekwe kwiSiza 26823, e-Omega Street,
- 5.2 Sesokuba iBhunga linike imvume yokuvumela ihlakani lalo lophuhliso lwezindlu zezentlalo, i-OHHA ukuba yenze intetho nge-SDP, iziphumo zokwenziwa komsebenzi ezinokwenzeka kunye neendlela ezintathu zokutshintshela ezinokuthi zithathelwe ingqalelo njengenxalenye yeprojekthi yoqwalaselo lwenkqubo yokuvunywa kweprojekthi yezindlu zoluntu.

- 5.3 Sesokuba iBhunga lithathele ingqalelo into yokuba iSicwangciso soPhuhliso lweSiza esiqhagamshelweyo kunye neenkqubo zocwangciso lwangaphambili ezinxulumeneyo noMasipala waseGeorge sele zigqityiwe ngoku emva kokuba zifakwe kwiinkqubo zangaphakathi zikaMasipala waseGeorge.
- 5.4 Sesokuba iBhunga lithathele ingqalelo kwaye liphumeze ngokusesikweni uphuhliso olucwangcisiweyo lwesiza esingu-26823, e-Omega Street, eGeorge ngeenjongo zezindlu zoluntu ezisekelwe kwi-SDP evunyiweyo kunye nokhetho lotshintshelo lomhlaba olukhethwayo.
- 5.5 Sesokuba ngokubhekiselele kutshintshiselwano lwemihlaba, ukuqwalaselwa kunye nokuvunywa kwenziwe ukuba kuthengiswe okufanayo ngesaphulelo se-20% yovavanyo lwexabiso lemarike ye-R5 000 000 kuphela ngenjongo yophuhliso lwezindlu zokuhlala kunye nolawulo lwexesha elide kwi-OHHA.
- 5.6 Sesokuba isivumelwano esiyimfuneko sotshintshelo lomhlaba kwisiza esingu-26823 siqukunjelwe ngokusesikweni kunye ne-OHHA kunye negatya lothintelo lwetayitile yetayitile ethintela ukusetyenziswa okufanayo kuphela ngeenjongo zezindlu zoluntu kuphela ngokunjalo nokuthathela ingqalelo izibophelelo ezichaziweyo kunye noxanduva kwiSivumelwano seNtsebenziswano esisesikweni phakathi kwe-GRDM ne-OHHA. .
- 5.7 Sesokuba iBhunga liphinde lithathele ingqalelo umsebenzi wolungiselelo ocetywayo weSigaba 2 sophuhliso olunokubakho ngokufanayo nakwisiza esingu-3803, eMossel Bay ngexesha elifanelekileyo esinokuvelisa phakathi kwama-200 – 300 amathuba ezindlu zoluntu.

19.4

**REVIEW OF PLANNED PUBLIC CONSULTATIVE SESSIONS – GRDM’ INTEGRATED HUMAN SETTLEMENTS STRATEGIC PLAN (VERSION 2) / HERSIENING VAN BEPLANDE PUBLIEKE KONSULTASIE SESSIES – GRDM GEÏNTEGREERDE MENSENEDERSETTINGS STRATEGIESE PLAN (WEERGAWE 2) / ISHASHONO ZOQWALASELO LWESICWANGCISO SOKUQHAGAMSHELANA NOLUNTI-ISICWANGCISO SOBUCHULE SENDIBANISELWANO YOKUHLALISWA KOLUNTU(ISHLOMELO 2)**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze)/Manager Human Settlements (J Mkunqwana) (pg 591-594)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That it be noted that the planned public participation and communication process linked to the already annually reviewed GRDM Integrated Human Settlements Strategic Plan to establish common awareness and understanding by all stakeholders will be undertaken through direct engagement and presentations to all the local B Municipalities.
- 5.2 That it further be noted that this will also be undertaken through the current electronic media conduits and platforms for now normally utilised by the GRDM.
- 5.3 That it be noted that Management and the Strategic Services Portfolio Committees have been similarly advised of this option.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 Dat kennis geneem word dat die beplande publieke deelname en kommunikasieproses reeds gekoppel is aan die jaarliks hersiene GRDM Geïntegreerde Menslike Nedersettings Strategiese Plan om gemeenskaplike bewustheid en begrip deur alle belanghebbendes te vestig, en sodoende onderneem sal word deur direkte betrokkenheid en aanbiedings aan al die plaaslike B Munisipaliteite.
- 5.2 Dat kennis geneem word dat die proses onderneem sal word deur die huidige elektroniese mediakanale en platforms wat vir nou normaalweg deur GRDM gebruik word.

- 5.3 Dat kennis geneem word dat beide die Strategiese Dienstportefeuljekomitee en die Raad gelyktydig en formeel van hierdie opsie in kennis gestel sal word.

### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba kuqatshelwe ukuba inkqubo yentatho-nxaxheba kawonke-wonke ecwangcisiweyo kunye nenkqubo yonxibelelwano edityaniswe neSicwangciso esiCwangcisiweyo esiHlanganisiweyo sokuHlaliswa koLuntu se-GRDM esele sihlaziye qho ngonyaka ukumisela ulwazi olufanayo nokuqondana kwabo bonke abachaphazelekayo luya kwenziwa ngothethathethwano oluthe ngqo kunye neenkcazo-ntetho kubo bonke ooMasipala bengingqi B.
- 5.2 Kwaye kwakhona kuqatshelwe ukuba oku kuya kwenziwa kwakhona ngokusebenzisa iiconduits ze-electronic media conduits namaqonga asetiyenziwa ngoku njengesiqhelo yi-GRDM.
- 5.3 Sesokuba kuqatshelwe ukuba zombini iKomiti yeMicimbi yeeNkonzo zeQhinga kunye neBhunga baya kucetyiswa ngokufanayo nangokusesikweni ngolu khetho.

19.5 **QUARTERLY REPORT (1) D23 DEPARTMENTAL KPI 2023/24 FY – DETAILED IMPLEMENTATION OF THE GRDM'S AFFORDABLE HOUSING PROGRAMMES & PROJECTS (SH/FLISP/GAP INITIATIVES) / KWARTAALVERSLAG (1) D23 DEPARTMENTAL KPI 2023/24 FY – GEDETAILEERDE IMPLEMENTERING VAN GRDM SE BEKOSTIGBARE BEHUISINGSPROGRAM & PROJEKTE (SH/FLISP/GAP-INISIATIEWE) / INGXELO NGEKOTA (1) D23 YAMASEBEE I-KPI 2023/24 FY – INGCACISO YOKUMISELWA KWEENKQUBO KUNYE NEPROJEKTHI YEZINDLU EZIFIKELELEKAYO ZE-GRDM (AMAPHULO E SH/FLISP/GAP)**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze)/Manager Human Settlements (J Mkunqwana) (pg 595-615)*

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

- 5.1 That Council take note of the status of the GRDM' Affordable Housing programmes and projects as outlined in this initial Quarterly Report of Departmental SDBIP KPI covering the 2023/2024 Financial Year period.



- 5.2 That Council 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 which will be presented separately Council.
- 5.4. That Council takes note that this is in line with formal reporting of D23 DEPARTMENTAL KPI For the 2023/24 FY' Annual Performance requirements.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad kennis neem en oorweging skenk aan die status van GRDM se Bekostigbare Behuising-programme en -projekte soos uiteengesit in die aanvanklike Kwartaalverslag wat die D23 DEPARTMENTAL KPI van die 2023/2024 Finansiële Jaar tydperk dek.*
- 5.2 *Dat die Raad kennis neem van die verwante status van 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 in so 'n mate dat die Terreinontwikkelingsplan vir erf 26823, Omegastraat, George, wat afsonderlik by die Raad aangebied sal word, naby voltooiing is.*
- 5.4. *Dat die Raad neem kennis dat dit in ooreenstemming is met formele verslagdoening van die Prestasievereistes.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga lithathele ingqalelo imeko yenkqubo ze-GRDM' yeZindlu ezifikelekayo kunye neeprojekthi njengoko kuchaziwe kule Ngxelo yeKota yokuqala yeSebe le-SDBIP KPI ekuka uNyaka-mali wama-2023/2024.

- 5.2 IBhunga lithathela ingqalelo kwaye liqaphele imeko enxulumeneyo yeeNkqubo neeProjekthi zeZindlu eziZifikelelekayo ze-GRDM ezichazwe kwingxelo.
- 5.3 Ukuba kuqatshelwe ukuba iOwn Haven Housing Association iye yaqhubela phambili ngomsebenzi wokwenzeka ukuya kutsho ekugqityweni kweSicwangciso soPhuhliso lweSiza kwisiza esingu-26823, e-Omega Street, eGeorge esiza kuthi thaca ngokwahlukileyo kwiBhunga.
- 5.4. Sesokuba iBhunga lithathela ingqalelo into yokuba oku kuhambelana nengxelo esesikweni ye-D23 yeSEBE I-KPI ukulungiselela iimfuno zoMsebenzi woNyaka wama-2023/24.

19.6

**APPLICATION FOR LAND TO BE DONATED TO THE SOUTH CAPE COLLEGE BY THE GARDEN ROUTE DISTRICT MUNICIPALITY / AANSOEK VIR EIENDOM WAT DEUR DIE TUINROETE DISTRIKSMUNISIPALITEIT AAN DIE SUID-KAAP KOLLEGE GESKENK KAN WORD / ISICELO SOMHLABA EKUFUNeka SINIKEZELWE KWIKHOLEJI SOMZANTSI KAPA NGUMASIPALA WESITHILI SE GARDEN ROUTE**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze)/Manager Human Settlements (S Sims) (pg 616-620)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That the Council take note of the content of the report.
- 5.2 That the Council grant approval to the Municipal Manager to request the Property Department to look for suitable property that can be donated to the College.
- 5.3 That a Public Participation process is followed, the costs of which will be borne by the applicant (Southern Cape College).
- 5.4 That a report be presented to the Council after the public participation process has been completed.
- 5.5 That the recommendations as mentioned above be approved subject to a follow up meeting with the Principal of South Cape College, The Executive Mayor, Ald M Booysen, Ald IC Kritzing, Cllr J Hoogbaard, the Municipal Manager, MG Stratu, and Ms S Sims to discuss the way forward, with regards to the donation of a property.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 Dat die Raad kennis neem an die inhoud van die verslag.

- 5.2 *Dat die Raad aan die Munisipale Bestuurder goedkeuring verleen om die Eiendomsafdeling te versoek om geskikte eiendom te soek wat aan die Kollege geskenk kan word.*
- 5.3 *Dat 'n Openbare Deelname-proses gevolg word, waarvan die koste deur die aansoeker (Suid-Kaap Kollege) gedra sal word.*
- 5.4 *Dat 'n verslag aan die Raad voorgelê word nadat die openbare deelnameproses afgehandel is.*
- 5.5 *Dat die aanbevelings soos hierbo genoem goedgekeur word onderhewig aan 'n opvolgvergadering met die Rektor van Suid-Kaap Kollege, die Uitvoerende Burgemeester, Ald M Booysen, Ald IC Kritzinger, Rdl J Hoogbaard, die Munisipale Bestuurder, MG Stratu, en Me S Sims om die pad vorentoe te bespreek, met betrekking tot die skenking van 'n eiendom.*

#### **ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 Sesokuba iBhunga liqaphela okuqulethwe yile ngxelo.
- 5.2 Sesokuba iBhunga linika uMphathi kaMasipala imvume yokucela iCandelo leMihlaba ukuba likhangele umhlaba ofanelekileyo oza kunikelwa kwiKholeji.
- 5.3 Sesokuba kulandelwe inkqubo ebanzi yokuThatha inxaxheba koLuntu, apha iindleko ziya kuhlawulwa ngumfaki-sicelo (iKholeji yaseMzantsi Koloni)
- 5.4 Sesokuba ingxelo ingeniswe kwiBhunga emva kokugqitywa kwenkqubo yokuthatha inxaxheba koluntu.

- 5.5 Sesokuba izindululo eziphawulwe ngasentla ziphunyezwe ngokuxhomekeke kwintlanganiso ezakulandela nengqonyela yeKholeji yoMzantsi Kapa, usodolophu Olawulayo, Ald M Booysen. Ald IC Kritzinger, uCeba J Hoogbaard, uMphathi Masipala Mg Stratu kunyeno Nkoszn S Sims ukuxoxa ngokuzakuqhubekela phambili, ngokumalunga nonikezelo lomhlaba.

19.7

**LEASE OF A PORTION OF FARM 419 MOSSEL BAY FOR A PERIOD OF 25 YEARS / VERHURING VAN 'N GEDEELTE VAN PLAAS 419 MOSSEL BAAI VIR 'N PERIODE VAN 25 JAAR / UKUQESHISWA KOMHATYANA KWIFAMA 419 EMOSSEL BAY IXESHA LEMINYAKA EYI 25**

*Refer Report from the Executive Manager Planning and Economic Development (L Menze)/Manager Human Settlements (S Sims) (pg 621-658)*

**RESOLVED TO RECOMMEND TO COUNCIL**

- 5.1 That Council grants the Municipal Manager permission to negotiate a long-term lease agreement with Gourikwa Power Development, after the conclusion of a Public Participation Process, which will lead to the registration of a Notarial Lease.
- 5.2 That the proposed project should not impede the construction and operation of the Regional Landfill Site.
- 5.3 That the cost of subdividing the erf will be borne by the applicant.
- 5.4 that the Gourikwa Power Development (PTY) Ltd bears the cost for advertising for comments from the public as outlined in the Asset Transfer Regulations.
- 5.5 That a report be submitted to Council after the Public Participation Process and negotiations with the Gourikwa Power Development (PTY)Ltd

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

- 5.1 *Dat die Raad die Munisipale Bestuurder toestemming verleen om 'n langtermyn-huurooreenkoms met Gourikwa Power Development te beding, na afloop van 'n Openbare Deelnameproses, wat sal lei tot die registrasie van 'n Notariële Huurkontrak.*
- 5.2 *Dat die voorgestelde projek nie die konstruksie en bedryf van die Streeksstortingsterrein belemmer nie.*
- 5.3 *Dat die koste van die onderverdeling van die erf deur die aansoeker gedra sal word.*
- 5.4 *Dat die Gourikwa Power Development (EDMS) Bpk die koste dra om vir kommentaar van die publiek te adverteer soos uiteengesit in die Bate-oordragregulasies.*
- 5.5 *Dat 'n verslag aan die Raad voorgelê word na die Openbare Deelnameproses en onderhandelinge met die Gourikwa Power Development (PTY)Bpk.*

**ISIGQIBO SOKUNDULULA KWIBHUNGA**

- 5.1 *Sesokuba iBhunga linika uMphathi kaMasipala imvume yokuthetha-thethana ngesivumelwano sokuqeshisa ixesha elide noPhuhliso lwaMandla eGourikwa, emva kokuqukunjelwa kweNkqubo yokuThatha inxaxheba koLuntu, eya kukhokelela ekubhaliseni i-Notarial Lease.*
- 5.2 *Sesokuba le projekthi icetywayo akufueki ithinteli ukwakhiwa nokusebenza kweNdawo yoKulahla iNkunkuma yeNgingqi.*
- 5.3 *Sesokuba iindleko zokwahlula-hlula i-erf ziya kuhlululwa ngumfaki-sicelo.*
- 5.4 *Sesokuba iGourikwa Power Development (PTY) Ltd ithwala iindleko.*

**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 10:14 / Die vergadering sluit om 10:14 / Intlanganiso ivalwe nge 10:14.

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**EXECUTIVE MAYOR**

**ALD M BOOYSEN**

**BACK TO AGENDA**



Minutes of a **Special Mayoral Committee meeting**  
Held at **CA Robertson Council Chambers**, and via **Zoom**,  
on **Monday, 06 November 2023 at 08:00**

*Notule van 'n **Spesiale Burgemeesterskomiteevergadering***  
*Gehou in die **CA Robertson Raadsaal** en via **Zoom**,*  
*op **Maandag, 06 November 2023 om 08:00***

Imizuzu **yeKomiti Kasodolophu**  
nebibanjwe kwiGumbi **leBhunga CA Robertson**, kunye **nango Zoom**, ngo  
**ngoMvulo, 06 KweyeNkanga 2023 ngo 08:00**

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

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

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

The evacuation procedures were communicated 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 / OOCCEBA ABAKHOYO**

Ald M Booysen

Executive Mayor

Ald G van Niekerk

Deputy Executive Mayor

Ald RH Ruiters

Ald JC Lambaatjeen

Ald P Terblanche

Ald N Ndayi

Cllr / Rdl / Ceba J Hoogbaard

Ald G Wolmarans

Observer



OFFICIALS / AMPTENARE / AMAGOSA

Mr / Mnr / Mnu MG Stratu	Municipal Manager
Mr / Mnr / Mnu L Menze	Executive Manager Planning and Economic Development
Ms / Me / Nkzn B Holtzhausen	Executive Manager Corporate Services
Mr / Mnr / Mnu R Boshoff	Executive Manager Financial Services
Mr/Mnr /Mnu JG Daniels	Executive Manager Roads and Transport Planning Services
Mr / Mnr / Mnu G Otto	Acting Executive Manager Community Services
Mr / Mnr / Mnu T Loliwe	Strategic Manager in the Office of the Municipal Manager
Ms / Me / Nkzn N Davids	Manager Legal Service
Mr / Me / Nkzn S Masekeni	Manager Integrated Support and Legal Compliance
Mr/Mnr / Mnu S Dladla	Chief of Staff: Office of the Executive Mayor
Mr / Mnr / Mnu K Nieuwoudt	Manager ICT
Ms / Me / Nkzn M Smit	Manager Human Resources
Ms / Me / Nkzn L Hoek	Manager BTO, AFS & Assets
Mr / Mnr / Mnu C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Mr / Mnr / Mnu T Mporu	Manager SCM, Stores and Data
Ms/Me / Nksnz IG Saaiman	Manager Performance Management
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
Mr/ Mnr / Mnu H Pieters	Manager Communication
Ms / Me / Nksnz M James	District IDP Manager
Mr / Mnr / Mnu J Gie	District Waste Manager
Mr / Mnr / Mnu D Stoffels	Fire Chief
Ms / Me / Nksnz N Viljoen	Head: Environmental Management
Mr / Mnr / Mnu J Mkunqwana	Manager Human Settlements
Ms / Me / Nksnz S Sims	Manager Human Settlements
Mr / Me / Nksnz R Dyantyi	Manager EPWP
Mr / Mnr / Mnu J Strydom	Manager Roads
Ms / Me / Nksnz T Gauzela	Committee Officer

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

Mr / Mnr / Mnu C Africa	Executive	Manager	Community Services
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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 / Azikho

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

The Executive Mayor, thanked all the Councillors and Officials for all messages of condolences that he and his family received.

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

None / Geen / Azikho

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

9.1 None / Geen / Azikho

**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 None / Geen / Azikho

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

11.1 None / Geen / Azikho

**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.   None / Geen / Azikho

**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    None / Geen / Azikho

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

15.1    None / Geen / Azikho

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

16.1    None / Geen / Azikho

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

17.1

**REPORT ON THE OUTCOMES OF THE MEETING HELD BETWEEN THE MEC OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS & DEVELOPMENT PLANNING, GARDEN ROUTE DISTRICT MUNICIPALITY AND THE PARTICIPATING MUNICIPALITIES OF BITOU, KNYSNA, GEORGE & MOSSEL BAY, PERTAINING TO THE FINALISATION OF THE SERVICE LEVEL AGREEMENT FOR THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY / VERSLAG RAKENDE DIE UITKOMSTE VAN DIE VERGADERING GEHOU TUSSEN DIE LUR VAN PLAASLIKE REGERING, OMGEWINGSAKE EN ONTWIKKELINGSBEPLANNING, TUINROETE DISTRIKSMUNISIPALITEIT EN DIE DEELNEEMENDE MUNISIPALITEITE: BITOU, KNYSNA, GEORGE & MOSSELBAAI RAKENDE DIE FINALISERING VAN DIE DIENSVLAKOOREENKOMS VIR DIE TUINROETE STREEKS AFVALBESTUUR FASILITEIT / INGXELO NGEZIPHUMO ZENTLANGANISO EBIBANJWE PHAKATHI KOMPHATHOSWA WEPHONDO WORHULUMENTE BASEKHAYA, IMICIMBI YOKUSINGQONGILEYO KUNE NEZICWANGCISO ZOPHUHLISO, UMASIPALA WESITHILI SE GARDEN ROUTE, KUNYE NOMASIPAPA ABATHABATHA INXAXHEBA UMASIPALA WASE BITOU, KNYSNA, GEORGE NOWASE MOSSEL BAY, MALUNGA NOKUQUKUNJELWA LWESIVUMELWANO SEVAKALA LENKONZO MALUNGA NEBALA LENGQINGQI YE GARDEN ROUTE LOLAWULO LWENKUNKUMA**

*Refer Report from the Acting Executive Manager Community Services (G Otto) / District Waste Manager (J Gie) (pg 6-13)*

**RESOLVED**

1. That the Mayoral Committee takes note of the content of the report.
2. That the Mayoral Committee endorses the workshop that is going to take place today (06 November 2023) with all local municipalities that are taking part in the Regional Waste Management Facility construction project.
3. That the Municipal Manager be given the mandate to negotiate with the local municipalities on the points raised in the meeting that was held in Swellendam.

**BESLUIT OM AAN DIE RAAD TE BEVEEL**

1. *Dat die Burgemeesterskomitee kennis neem van die inhoud van die verslag.*
2. *Dat die Burgemeesterskomitee die werkwinkel ondersteun wat vandag (06 November 2023), gaan plaasvind met alle plaaslike munisipaliteite wat deelneem aan die bou van die Streekafvalbestuursfasiliteitprojek. i*
3. *Dat die Munisipale Bestuurder die mandaat verkry om met die plaaslike munisipaliteite te onderhandel rakende die besprekingspunte wat geopper is in die vergadering, wat in Swellendam gehou is.*

**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 None / Geen / Azikho

**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 09 :10 / Die vergadering sluit om 09:10 / Intlanganiso ivalwe nge 09:10.

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**EXECUTIVE MAYOR**

**ALD M BOOYSEN**

**BACK TO AGENDA**



Minutes of a

**Municipal Public Accounts Committee meeting (MPAC)**

of Garden Route District Municipality that was held in the CA Robertson Council

Chambers and **via Zoom** on

**Monday, 24 July 2023 at 14:00**

*Notule van `n*

**Munisipale Publieke Rekeninge Komiteevergadering (MPRK)**

van Garden Route Distriksmunisipaliteit gehou in die CA Robertson Raadsaal en via

Zoom op **Maandag, 24 Julie 2023 om 14:00**

Imizuzu yentlanganiso eKhethekileyo

**yeKomiti Yencwadi Zoluntu zikaMasipala (MPAC)**

yoMasipala Wesithili se Garden Route nebibanjwe kwiGumbi leBhunga I CA

Robertson nango Zoom

**ngoMvulo, 24 KweyeSilimela 2023 ngo 14:00**

MPAC 54/07/23 **OPENING AND WELCOMING / / UVULO NOLWAMKELO**

The Chairperson, Cllr D Acker declared the meeting opened and welcomed everyone present at the meeting.

MPAC 55/07/23 **ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO**

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

Cllr D Acker	Chairperson
Ald CN Lichaba	
Cllr C Swart	
Cllr K Malooi	
Cllr JG Meiring	
Cllr JP Buys	
Cllr D Cronje	
Cllr M Kannemeyer	
Cllr CP Taute	

**AMPTENARE / OFFICIALS / AMAGOSA**

Mr MG Stratu	Municipal Manager
Ms B Holtzhausen	Executive Manager Corporate Services
Mr JG Daniels	Executive Manager Roads and Transport Services
Ms B Holtzhausen	Executive Manager Corporate Services
Mr L Menze	Executive Manager Economic Development and Planning
Mr JG Daniels	Executive Manager Roads and Transport Services
Mr S Maqekeni	Manager Integrated Support Services and Legal Compliance
Mr T Loliwe	Strategic Manager in the Office of the Municipal Manager
Ms N Davids	Manager Legal Services
Ms IG Saaiman	Manager Performance Management



Ms P Lufele	Chief Audit Executive
Mr C Martin	Manager Income, Bank Recons, Expenditure & Remuneration
Ms L James	Chief Risk Officer
Mr ABJ Dippenaar	Chairperson of APAC
Mr B Desha	Snr Committee Officer / Translator / Interpreter
Ms T Gauzela	Committee Officer
Ms C van Wyngaardt	Committee Officer

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

Mr R Boshoff                      Executive Manager Financial Services

**COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA  
ABANGEKHOYO NGAPHANDLE KWEKHEFU**

None / Geen / Azikho

MPAC 56/07/23    **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.

MPAC 57/07/23

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

Cllr D Acker posed a question to Ald CN Lichaba with regard to compliant she laid against Senior Officials in the organization and enquired if there is going to be any form of conflict and requested some feedback from Ald CN Lichaba.

Ald CN Lichaba responded by saying, that in this instance, yes, there is going to be conflict.

The Chairperson then continued to ask Ald CN Lichaba in the case of conflict, if she is willing to excuse herself from the meeting.

Ald CN Lichaba responded by saying no she is not going to excuse herself from the meeting and said that she is a member of this committee and if she is in the same room with the senior official then there will be a conflict.

The Chairperson said that it leaves the committee in a difficult position, because the senior officials answer the questions on the reports, and if they excuse themselves, how will the committee receive their answers.

Cllr D Acker, posed a question to Mr S Maqekeni with regard to the legal position of the attendance of Ald CN Lichaba in the meeting whilst there a matter of conflict.

Mr S Maqekeni responded by saying that at the beginning of the meeting, and referred to the disclosure of interest by Councillors and the code of conduct is very clear, if any Councillor has any interest, they have to excuse themselves and not form part of the discussions, where they are conflicted in.

Mr S Maqekeni said that for today's meeting the members are here to exercise their roles as an oversight committee and expect answers from the senior management and therefore has to be present to answer all questions and that the conflicted cllr has to excuse herself.

Ald CN Lichaba responded by saying that she was declaring her conflict during the time that the Chairperson asked if there was anyone who has something to declare. Ald CN Lichaba said that there are matters in the agenda that referred to her and that is why she was declaring her interest.

Cllr D Acker said his feeling that the conflict that is between Ald CN Lichaba and Senior Officials, and that there is currently a police charge, and that doesn't refer to items on the agenda but it refers to the whole situation of being present in the same room and the risk of the conflict can maybe cause new charges to be made and wants to avoid the entire situation.

Cllr CP Taute, expressed his dissatisfaction towards the chairperson and said that the Chairperson is putting Ald CN Lichaba in a very uncomfortable position. Cllr CP Taute said that this matter should have been addressed before the meeting, such as legal advice, etc. Cllr CP Taute said that the chairperson asked in terms of item 57/07/23 and said that there is no reports on this agenda regarding Ald CN Lichaba, court cases where she is involved with the Executive Mayor, the Municipal Manager and Speaker. Cllr CP Taute suggested that the Chairperson should seek legal advice on the way forward and that the Cllrs are the decision makers and that the role of the officials is to give guidance and information.

Cllr D Acker concluded the conversation above and said that he did ask Ald CN Lichaba to excuse herself from the meeting, to which Ald CN Lichaba did not and that he will monitor the situation because he does not want more people summoned or be witnesses outside of the municipal structures and becoming more sensitive in terms of how members / officials word their statements, etc.

MPAC 58/07/23

**COMMUNICATIONS BY THE CHAIRPERSON / MEDEDELINGS DEUR DIE VOORSITTER / INTETHO KASIHLO**

The Chairperson said that today is the first meeting for the new financial year and expressed his gratitude towards Mr S Maqekeni with the assistance he provided whilst Mr T Loliwe was the acting CFO.

Cllr D Acker said that there is two vacancies on the committee and informed the members that the Speaker's office will deal with the situation. The Chairperson said that he has noticed that a Chairperson has also not been appointed for the Financial Services Committee and

Cllr D Acker reported that the calendar for the meetings for the remainder of the year was approved, but in essence the Committee actually works from reports, such as reports from the APAC, Section 52 reports, etc, and proposed that MPAC meetings take place within 14 days after the council meetings. Cllr D Acker then reported that he has proposed dates and will discuss the possibility of the new suggested dates with the Speaker.

MPAC 59/07/23

**APPROVAL OF MINUTES DATED 17 APRIL 2023 / GOEDKEURING VAN NOTULE GEDATEER 17 APRIL 2023/ UKUPHUNYEZWA KWEMIZUZU YANGOMHLA 17 KUTSHAZIMPHUZI 2023 (PG 5-17)**

**RESOLVED**

That the minutes of the MPAC meeting dated 17 April 2023, be approved.

**BESLUIT**

*Dat die notule van die MPRK vergadering gedateer 17 April 2023 goedgekeur word.*

**ISIGQIBO**

Sesokuba imizuzu yentlanganiso ye MPAC yangomhla 17 KuTshazimphuzi 2023, iphunyezwe.

**STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO**

MPAC 60/07/23 **MINUTES OF THE PREVIOUS APAC MEETING DATED: 17 MARCH 2023 FOR NOTIFICATION/ NOTULE VAN DIE VORIGE OPOK VERGADERING GEDATEER 17 MAART 2023 VIR KENNISNAME /IMIZUZU YANGAPHAMBILI YE APAC YANGOMHLA: 17 KWEYOKWINDLA 2023 UKUZE ITHATHELWE INGQALELO** (pg 18-25)

**RESOLVED**

That the minutes of the APAC meeting dated 17 March 2023, be noted.

**BESLUIT**

*Dat kennis gneem word van die notule van die OPOK vergadering gedateer 17 Maart 2023.*

**ISIGQIBO**

Sesokuba imizuzu yentlanganiso ye APAC yangomhla 17 kweyoKwindla 2023, ithathelwe ingqalelo.

**MATTERS FOR CONSIDERATION / SAKE VIR OORWEGING / IMIBA EKUFUNeka IQWALASWELWE**

MPAC 61/07/23 **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 KUCANZIBE KUNYE KWEYESILIMELA 2023**  
*Refer Report from the Executive Manager (B Holtzhausen) / Acting Manager HR (L Shoto) (pg 26-36)*

### **RESOLVED**

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.*

### **ISIGQIBO**

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga yoMdumba 2023 luthathelwe inqgalelo.

MPAC 62/07/23 **INTERNAL AUDIT REVIEW OF 2021/2022 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE / INTERNE OUDIT HERSIENING VAN 2021/2022 ONGEMAGTIGDE, ONREËLMATIGE EN VRUGTELOSE UITGAWES**  
*Refer Report from the Office of the Municipal Manager (MG Stratu) / Chief Audit Executive (P Lufele) (pg 37-44)*

### **RESOLVED**

1. That MPAC take note of the report.
2. That the irregular expenditure of R19 751 778 be written off by Council.
3. That the expenditure relating to the outstanding debt of the Councillor continue being recovered.

1.

### **2. BESLUIE**

1. *Dat MPRK kennis neem van die verslag.*

3.

2. *Dat die onreëlmatige uitgawes van R19 751 778 afgeskryf word deur die Raad.*
3. *Dat die uitgawes met betrekking tot die uitstaande skuld van die Raadslid, steeds verhaal word.*

### **ISIGQIBO**

1. Sesokuba i MPAC ithathele ingqalelo.
2. Sesokuba incitho engafanelekanga yemali eyi R19 751 778 icinywe liBhunga.
3. Sesokuba amatyala angekahlawulwa ayamaniswa nencitho engafanelekanga yeBhunga kuqhutyekwe ukuba ibuyiswe.

MPAC 63/07/23 **REPORT ON THE OPERATION CLEAN AUDIT REPORT (OPCAR) FOR 2021/2022 FINANCIAL YEAR / VERSLAG RAKENDE OPERASIE: SKOON OUDIT VIR DIE 2021/2022 FINANSIËLE JAAR / INGXELO NGEPHULO LOPHUCOCTHO OLUCOCEKILEYO KUNYAKAMALI KA 2021/2022**

*Refer Report from the Acting Executive Manager Financial Services (T Loliwe) (pg 45-55)*

### **RESOLVED**

That the MPAC take note of the content of the progress report

### **BESLUIE**

*Dat MPRK kennis neem van die vorderingsverslag.*

### **ISIGQIBO**

Sesokuba iMPAC ithathele ingqaello.

MPAC 64/07/23

**REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR / VERSLAG: ARTIKEL 52  
VERANTWOORDELIKHEDE VAN DIE BURGEMEESTER / INGXELO: U MHLATHI 52  
- UXANDUVA LUKA SODOLOPHU**

*Refer Report from the Office of the Municipal Manager (MG Stratu) / Chief Audit Executive (P Lufele) (pg 56-118)*

**RESOLVED**

1. 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.
2. That the report with regard to the votes expenditure by portfolio Councillors, be submitted to this committee for discussion.

**BESLUIT**

1. *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.*
2. *Dat die verslag rakende die uitgawes van lynnommers deur portefeulje raadslede, ingedien word by hierdie komitee vir bespreking.*

**IZINDULULO**

1. Sesozokuba iKomiti lithathele ingqalelo ingxelo ngokumiselwa kolwabiwo-mali kunye nemivimbi yezemali zomasiapala kunyaka uzakuthi ga ngomhla kunye nekota ephela 30 kweyeSilimela 2023.
2. Sesokuba ingxelo ngokumayelana nevoti yencitho ngooCeba bezikhundla, inikezelwe kwikomiti ukuze ixoxwe.



MPAC 65/07/23 **MPAC WORK PLAN FOR 2023/24 FINANCIAL YEAR /MPRK WERKPLAN VIR 2023/24 FINANSIËLE JAAR / SICWANGCISO SOMSEBENZI WE MPAC KUNYAKAMALI KA 2023/24 / ISICWANGCISO SOMSEBENZI WE-MPAC KUNYAKA-MALI KA-2023/24**

*Refer Report from the Office of the Municipal Manager (MG Stratu) / Acting Strategic Manager in the Office of the Municipal Manager (S Mqekeni) (pg 119-121)*

**RESOLVED**

That the Chairperson, together with Mr T Loliwe discuss the MPAC Work Plan for the 2023/24 financial year and that the amended Work Plan be submitted for discussion at the next meeting.

**BESLUIT**

*Dat die Voorsitter saam met Mnr T Loliwe die MPRK-werkplan vir die 2023/24 finansiële jaar bespreek en dat die gewysigde werkplan by die volgende vergadering vir bespreking voorgelê word.*

**ISIGQIBO**

Sesokuba uSihlalo, ekunye noMnumzana T Loliwe baxoxe Isicwangciso Somsebenzi we MPAC kunyakamali ka 2023/24 kunye Nesicwangciso Somsebenzi esilungisiweyo sinikezelwe ukuze sixoxwe kwintlanganiso elandelayo.

The meeting closed at 16:13 / *Die vergadering sluit om 16:13* / Intlanganiso ivalwe ngo .16:13.

.....  
**CHAIRPERSON /VOORSITTER / USIHLALO**

.....  
**DATE / DATUM / UMHLA**

**BACK TO AGENDA**

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

**06 December 2023**

**REPORT FROM ACTING EXECUTIVE MANAGER: COMMUNITY SERVICES (G. OTTO)  
/ 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**

Bulk earthworks including the excavation of Cell 1A and the access road box cut is in progress. In addition, the clearing and grubbing has commenced for the leachate dam of the Cell 1.

It was previously reported that due to inclement weather conditions since the construction of the RWMF as well as challenges in terms of procurement of some materials i.e., the required material for the layer works on the roads, sub-soil drainage, and liners for Cell 1A the contractor has fallen behind.

On the 1<sup>st</sup> of December 2023, the contractor was 18 weeks behind schedule for phase 1 and will likely not be completed by the end of February 2024.

To address the current backlog, the contractor submitted a recovery plan on 17 November 2023 which stipulated the following remedial steps:

- proposed cession payments by the GRDM;
- extended working hours during the week;
- adding 9 days in construction during the normal construction break; and
- the mobilization of additional team members and SMMEs to expedite the programme.

In addition, the GRDM would consider assisting the contractor with the procurement of materials by means of cession payments to the suppliers and the procurement of materials through existing roads tenders.

A meeting between MEC Anton Bredell, GRDM and the participating municipalities took place on 03 November 2023 in Swellendam to resolve any issues to finalise the SLA. The key issues raised at this meeting was the R31M increase in construction costs, 10% GRDM administration fee, the involvement of provincial government in the SLA and concerns regarding the contractor.

Workshops were held on 06, 13 & 16 November 2023 to address and resolve the issues raised. GRDM proposed that the 10% administration cost is only on operating costs and that GRDM would absorb the CAPEX of the Hazardous Waste Cell and associated infrastructure and of the Waste Tyre Facility. This CAPEX amounts to R31,8M which covers the increase in construction costs.

The item to approve and sign the SLA served before the Knysna Municipal Council on 05 December 2023. The Knysna Council resolved to withdraw the item to stand over until their next meeting in January 2024, to readvertise the SLA for public comments, and to explore alternatives to the Regional Waste Management Facility.

Following the final SLA, Mossel Bay Municipality had indicated that they are not satisfied with the GRDM cost centre breakdown provided to them and amended the cost centre from R4 223 794.00 per annum to R360 000.00 per annum, without prior consultation. This amended SLA will serve before the Mossel Bay Municipal Council on 08 December 2023. The item for approval and signing of the SLA will also serve before the George Municipal Council on 08 December 2023.

Due to the abovementioned resolution by the Knysna Municipal Council and the amendment to the SLA by Mossel Bay Municipality, GRDM Management engaged with Standard Bank on 06 December 2023 to update them on the status quo of the SLAs which is a condition of the Term Loan Agreement with Standard Bank (SB), and to pursue alternative arrangements to ensure the success of the Regional Waste Management Facility Project.

Formal correspondence was submitted to Standard Bank on 06 December 2023, outlining various scenarios as indicated in this report, which is to be considered by their Credit Committee in due course.

The Operations & Maintenance tender specifications has been finalised and served at the GRDMs Bid Specifications Committee (BSC) on 13 November & 20 November 2023. The Operations and Maintenance Tender was advertised on 03 December 2023 and will close on 15 February 2024. A compulsory briefing session will be held on 25 January 2024 in Mossel Bay. The operations and maintenance tender is for a period of ten years and will therefore need to follow a MFMA Section 33 process (contracts longer than 3 years).

GRDM is currently engaging PetroSA to negotiate a possible extension of the waste disposal contracts until Phase 1 has been completed and the Cell 1 A is operational.

## **5. RECOMMENDATION**

That Council notes the contents of the report for further deliberation.

### **AANBEVELING**

*Dat die Raad kennis neem van die inhoud van die verslag vir veredere beraadslaging.*

### **ISINDULULO**

Sesokuba iBhunga ithathele ingqalelo umongo wengxelo ukuze ixoxwe ngakumbi.

## **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

Bulk earthworks including the excavation of Cell 1A and the access road box cut is in progress. Clearing and grubbing has commenced for the leachate dam of the Cell 1.

It was previously reported that due to inclement weather conditions since the construction of the RWMF as well as challenges in terms of procurement of some materials i.e., the required material for the layer works on the roads, sub-soil drainage, and liners for Cell 1A the contractor has fallen behind. On the 1<sup>st</sup> of December 2023, the contractor was 18 weeks behind schedule for phase 1 and will likely not be completed by the end of February 2024.

To address the current backlog, the contractor submitted a recovery plan on 17 November 2023 which stipulated the following remedial steps:

- proposed cession payments by the GRDM;
- extended working hours during the week;
- adding 9 days in construction during the normal construction break; and
- the mobilization of additional team members and SMMEs to expedite the programme.

In addition, the GRDM would consider assisting the contractor with the procurement of materials by means of cession payments to the suppliers and the procurement of materials through existing roads tenders.

Deed of cession between the contractor and the suppliers as well as an addendum to the SLA between TEFLA Group and GRDM is currently being finalised in this regard.

The first nine (9) subcontracting tenders were advertised by the contractor on 18 September 2023 and closed on 13 October 2023. Over two hundred (200) tenders received were received. The subcontracting tenders have been evaluated and the contractor is in the process of appointment and negotiations.

After numerous workshops and commenting opportunities, a final Service Level Agreement (SLA) between GRDM and the participating municipalities, which is a prerequisite of the debt agreement with Standard Bank, was sent to the participating municipalities for signing and was due on 13 October 2023. Only Bitou Municipality signed the SLA. Subsequently, a meeting between MEC Anton Bredell, GRDM and the participating municipalities took place on 03 November 2023 in Swellendam to resolve any issues to finalise the SLA.

The key issues raised at this meeting was the R31M increase in construction costs, 10% GRDM administration fee, the involvement of provincial government in the SLA and concerns regarding the contractor. Workshops were held on 06, 13 & 16 November 2023 to address and resolve the issues raised. GRDM proposed that the 10% administration cost is only on operating costs and that GRDM would absorb the CAPEX of the Hazardous Waste Cell and associated infrastructure and of the Waste Tyre Facility. This CAPEX amounts to R31,8M which covers the increase in construction costs. These proposals were well received by the participating municipalities and was approved by the GRDM Council on 22 November 2023. The SLA has now been finalised and was sent to all parties on 01 December 2023 for signing.

The item to approve and sign the SLA served before the Knysna Municipal Council on 05 December 2023. The Knysna Council resolved to withdraw the item to stand over until their next meeting in January 2024, to readvertise the SLA for public comments, and to explore alternatives to the Regional Waste Management Facility.

Following the final SLA, George and Mossel Bay Municipalities requested that GRDM provide them with a breakdown of the GRDM cost centre as indicated in Annexure B to the SLA. The breakdown of the GRDM cost centre was sent to all parties on 04 December 2023. Mossel Bay Municipality had indicated that they are not satisfied with the breakdown and amended GRDMs cost centre from R4 223 794.00 per annum to R360 000.00 per annum, without prior consultation. This amended SLA will serve before the Mossel Bay Municipal Council on 08 December 2023. The item for approval and signing of the SLA will also serve before the George Municipal Council on 08 December 2023.

Due to the abovementioned resolution by the Knysna Municipal Council and the amendment to the SLA by Mossel Bay Municipality, GRDM Management engaged with Standard Bank on 06 December 2023 to update them on the status quo of the SLAs which is a condition of the Term Loan Agreement with Standard Bank (SB), and to pursue alternative arrangements to ensure the success of the Regional Waste Management Facility Project.

Formal correspondence was submitted to Standard Bank on 06 December 2023, outlining the following scenarios:

- As a best-case scenario, it is anticipated that the outstanding three SLA's will be signed before close of business of the 2023 calendar year. This is doubted following the council meeting held by the Knysna municipality on 5 December 2023 whereby the item was postponed to 2024, raising several reasons for not being able to conclude on the matter. This is a risk to the GRDM as clause 11.1.9 states that each of the B municipalities need to sign off on the SLA.
- George and Mossel Bay municipalities (the two major partners in the landfill site) have indicated that they will complete their processes by end of week 8 December 2023.
- Hessequa municipality has indicated interest in joining the programme as it will be cost beneficial to them to reroute their waste created in Albertinia and Gouritsmond to this site. The Municipal Manager has instructed the department to engage with them to formalise an agreement in the near future.

- The above being said, it is inevitable to also sketch a worst-case scenario. In this instance we then assume that neither George, nor Mossel Bay conclude on the SLA's which may then lead to draw downs being seized and the landfill site project comes to a halt. In this case GRDM will then request SB to reconsider clause 11.1.9 insofar that GRDM becomes the sole owner of the Loan Agreement (as already stated under clause 1). The increased risk in this scenario is that GRDM has not yet proved to SB that they will be able to service the loan by means of secured monthly revenue streams from the municipalities. However, as we know already, the PetroSA landfill site has reached the end of its life span and will not accept any refuse after February 2024. The municipalities that make use of that site will then be forced to make use of the regional site and be billed by GRDM, securing the income stream to GRDM. An additional factor that is in GRDM's best interest is the confirmation given by the provincial government regulating landfill sites that it will not approve any other sites in the district, nor approve waste to energy programmes in the near future which also puts additional pressure on the municipalities to make use of this regional landfill site. Lastly, as a result of the migration of the population to the Garden route, it is a known fact that the refuse generation has increased tremendously since the financial models were drawn and will create additional revenue to the project not anticipated previously.
- As an additional risk mitigation process it is noted that section 8.4 of the Loan Agreement makes provision that GRDM cedes revenue from this project to SB to ensure that down payment for the loan is secured.
- Should the worst-case scenario realise and the GRDM becomes the sole owner of the loan it is then requested that SB considers it to grant GRDM a repayment holiday of at least one financial year to ensure that no default will occur on the loan agreement. Obviously, the servicing of the interest remains current as is the current state of affair.

Standard Bank indicated that the formal correspondence submitted by GRDM will serve at their Credit Committee for consideration.



The Operations & Maintenance tender specifications was sent to the participating municipalities for comments on 19 September 2023. A workshop with the participating municipalities was held on 28 September 2023 where it was resolved to submit all comments or inputs by Thursday 05 October 2023. All comments received were incorporated in the tender specifications and served at the GRDMs Bid Specifications Committee (BSC) on 13 November & 20 November 2023.

The participating municipalities were invited to attend the BSC meetings, and it was resolved to include them with the Evaluation and Adjudication processes going forward. The Operations and Maintenance Tender was advertised on 03 December 2023 and will close on 15 February 2024. A compulsory briefing session will be held on 25 January 2024 in Mossel Bay. The operations and maintenance tender is for a period of ten years and will therefore need to follow a MFMA Section 33 process (contracts longer than 3 years). This process is for a period of at least 60 days and the service provider will subsequently not be on site by the end of February 2024 as initially envisaged. The completion of Phase 1 will however not be complete by the end of February 2024, when the PetroSA waste disposal contracts will expire.

GRDM is currently engaging PetroSA to negotiate a possible extension of the waste disposal contracts until Phase 1 has been completed and the Cell 1 A is operational. Further engagements to negotiate with PetroSA to assist the municipalities for the interim period is to be deliberated.

### **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**

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 22 November 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 Senior Management:**

##### **6.8.1 Executive Manager: Financial Services**

Noted.

##### **6.8.2 Executive Manager: Corporate Services**

Support the recommendations

### 6.8.3 **Executive Manager: Community Services**

Please note we might have to augment this report with new information after receiving final resolutions from both the George and Mossel Bay LM's . In addition we also might have to include the reply from Standard Bank after their meeting also scheduled for Friday 8 December 2023.

### 6.8.4 **Manager: Legal Services**

Noted the contents the report and supports the recommendations

**BACK TO AGENDA**

**1. APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR NOVEMBER 2023 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR NOVEMBER 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) MANAGER: HUMAN RESOURCES (M SMITH)**

**2 PURPOSE**

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

**3. DELEGATED AUTHORITY**

Corporate Services Committee

**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 November 2023.

**5. RECOMMENDATION**

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

**AANBEVELING**

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

## **Isindululo**

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga eyokwinldla neka uKweyeNkanga 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: NOVEMBER 2023**

NR	DEPARTMENT	DESIGNATION	STATION	FUNDED/ UNFUNDED	RACE & GENDER	EMPLOYMENT CATEGORY
1	ROADS & TRANSPORT PLANNING SERVICES	GENERAL ATTENDANT (INTERNAL TRANSFER)	HERBERTSDALE TO GEORGE	FUNDED	A/M	ELEMENTARY
2	ROADS & TRANSPORT PLANNING SERVICES	GENERAL ATTENDANT (INTERNAL TRANSFER)	MOSSELBAY TO HERBERTSDALE	FUNDED	C/F	ELEMENTARY

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

NR	DEPARTMENT	DESIGNATION	STATION	RACE & GENDER	REASON	EMPLOYMENT CATEGORY
1	PLANNING & ECONOMIC DEVELOPMENT	ADMINISTRATIVE OFFICER	GEORGE	C/M	DECEASED	SERVICE & SALES
2	ROADS AND TRANSPORT PLANNING SERVICES	GENERAL ATTENDANT	GEORGE	A/M	DISMISSED	ELEMENTARY
3	ROADS AND TRANSPORT PLANNING SERVICES	SNR SUPERVISOR/OPERATOR	GEORGE	C/M	RESIGNED	TECHNICAL & ASSOCIATES
4	CORPORATE SERVICES	HR PRACTITIONER: TRAINING	GEORGE	C/F	RETIRED	PROFESSIONALS
5	COMMUNITY SERVICES	SNR CONTROL CENTRE OPERATOR	GEORGE	C/F	RESIGNED	TECHNICAL & ASSOCIATES

#### **LABOUR RELATIONS NOVEMBER 2023**

DISCIPLINARY HEARINGS						
NO	DEPART	DATE	PERSAL NUMBER	NATURE OF DISCIPLINARY HEARING	PROGRESS MADE	OUTCOMES
1.	Roads	2 August 2023	0664	Fraud	In Process	<b>DC hearing was held on 14 November 2023.</b>  <b>Awaits outcome from the presiding officer.</b>
INFORMAL DISCIPLINARY HEARING						

N O	DEPARTM ENT	DATE	PERSAL NUMBER	NATURE OF DISCIPLINARY HEARING	PROGRESS MADE	OUTCOMES
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GRIEVANCES						
N O	DEPART	DATE	PERSAL NUMBER	NATURE OF GRIEVANCE	PROGRESS MADE	OUTCOMES
1.	Roads Departmen t	15 Sept 2022	Collec tive grieva nce	Unfair treatment (PPE & Mentorship)	In Process	<b>Task team 2<sup>nd</sup> meeting took place on 23 November 2023, the next meeting is scheduled for 07 December 2023.</b>
2.	Roads Departmen t	01 Novem ber 2023	0793	Unfair treatment	Finalised	<b>The grievance date was held on 13 November 2023, and was resolved.</b>

INCAPACITY INVESTIGATIONS						
N O	DEPART	DATE	PERSAL NUMBER	NATURE OF INCAPACITY	PROGRESS MADE	OUTCOMES
1.	Roads Departmen t	23 Januar y 2023	1085	Shoulder Problem	In Process	<b>Awaits outcome of OT (Occupational Therapist) report</b>
2.	Planning & Economic Developme nt	23 May 2023	13094	Ill-Health	In Process	<b>The chairperson referred the employee for a second opinion via OHS office. OT submitted report.</b>
3.	Roads Departmen t	27 Septem ber 2023	1532		In Process	<b>The incapacity hearing was held on 13 October 2023.</b>  <b>Awaits doctor report</b>
4.	Community Service	23 Novem ber 2023	1361	ILL-Health	In Process	<b>The incapacity hearing is scheduled fore 29 November 2023</b>

DISPUTES						
N O	DEPART	DATE	PER SAL NU MB ER	NATURE OF DISPUTES	PROGRESS MADE	OUTCOMES
1.	Planning & Economic Developmen t	23 Octobe r 2023	EP W P	Unfair Labour Practice	Finalized	<b>CCMA case was held on 7 November 2023.</b>  <b>A settlement agreement was reached , between the parties.</b>

**CONTRACT APPOINTMENTS (0).**

	<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	55946	FRIESLAAR	SKILLS MECCA TECHNICIAN	PLANNING	LADISMITH	01/11/2023	26/06/2024	F	COLOURED
2	55947	GOLIATH RD	LEARNER DED & TROURISM	PLANNING	GEORGE	01/11/2023	26/06/2024	F	COLOURED
3	55948	SCHEEPERS R	WORKER	ROADS	GWAING	01/11/2023	15/12/2023	F	COLOURED
4	55949	MAWONGA N	LEARNER FIRE FIGHTER	COMM	GEORGE	01/11/2023	30/11/2023	M	AFRICAN
5	55950	OLIVIER J	LEARNER FIRE FIGHTER	COMM	GEORGE	01/11/2023	30/11/2023	M	COLOURED
6	55951	WESSELS D	LEARNER FIRE FIGHTER	COMM	GEORGE	01/11/2023	30/11/2023	M	COLOURED
7	55952	TIEMIE C	LEARNER FIRE FIGHTER	COMM	GEORGE	01/11/2023	30/11/2023	M	COLOURED
8	55953	MDAKA C	LEARNER FIRE FIGHTER	COMM	GEORGE	01/11/2023	30/11/2023	M	AFRICAN
9	55959	XHANYWA B	EPWP LEARNER ELECTRICIAN	PLANNING	GEORGE	13/11/2023	30/04/2024	F	AFRICAN
10	55960	MFINDYONGO W	EPWP LEARNER ELECTRICIAN	PLANNING	OUDTSHOORN	13/11/2023	30/04/2024	M	AFRICAN



11	55961	WAKA YB	EPWP LEARNER ELECTRICIAN	PLANNING	OUDTSHOORN	13/11/2023	30/04/2024	F	AFRICAN
12	55962	RAWANA Z	EPWP LEARNER ELECTRICIAN	PLANNING	GEORGE	13/11/2023	30/04/2024	M	AFRICAN
13	55963	FOURIE AN	EPEP CREDITOR	FINANCE	GEORGE	13/11/2023	31/03/2024	F	COLOURED
14	N/A	BLAAUW R	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
15	N/A	KOEN D	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
16	N/A	PETERSEN N	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
17	N/A	NKWALASE C	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
18	N/A	WAGENAAR H	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
19	N/A	BAADTJIES H	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
20	N/A	QOMA N	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
21	N/A	JANTJIES R	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
22	N/A	BARNARD J	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		

23	N/A	GAMA R	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
24	N/A	WITBOOI K	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
25	N/A	GONYONGO A	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
26	N/A	NOTSHOKOVO B	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
27	N/A	MANUEL H	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
28	N/A	MANDONDOLO U	EPWP PATROL OFFICER	PLANNING	KNYSNA	30/10/2023	02/02/2024		
29	N/A	MAZIKO A	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024		
30	N/A	MDINGI P	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024		
31	N/A	MHLANA L	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024		
32	N/A	ROELFSE S	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024		
33	N/A	DE VILLIERS RA	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024		

34	N/A	KAMMIES ZD	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
35	N/A	LAMPRECHT R	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
36	N/A	BLOKLAND J	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
37	N/A	BHITYI M	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
38	N/A	BEKKER L	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
39	N/A	PIETERSEN H	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
40	N/A	JANTJIES A	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
41	N/A	PRINSLOO C	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
42	N/A	NQOVANE I	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
43	N/A	DE VILLIERS A	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			
44	N/A	CLASSEN C	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024			

45	N/A	KOERREIES L	EPWP PATROL OFFICER	PLANNING	GEORGE	30/10/2023	02/02/2024		
46	N/A	NTEZO A	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
47	N/A	NYANGAZA Z	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
48	N/A	RHENGQWA A	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
49	N/A	MKETSO A	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
50	N/A	MAKHONZA S	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
51	N/A	MGQIBANDABA Z	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
52	N/A	NIKUSI M	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
53	N/A	MARTINS L	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
54	N/A	PENDLENI Z	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
55	N/A	MAGUGU T	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		

56	N/A	VENA E	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
57	N/A	BAMBELO N	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
58	N/A	MGXOTWA Y	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
59	N/A	ARENDS C	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
60	N/A	MAKAPELA O	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
61	N/A	MALITI A	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
62	N/A	STUURMAN TJ	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
63	N/A	TENGIMFENE A	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
64	N/A	BESANA N	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
65	N/A	XEGO CL	EPWP PATROL OFFICER	PLANNING	BITOU	30/10/2023	02/02/2024		
66	N/A	RABIE L	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		

67	N/A	JACOBS L	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
68	N/A	AFRIKA J	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
69	N/A	MOOS JO	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
70	N/A	HUMAN J	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
71	N/A	BOOYSEN RJ	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
72	N/A	BOESAK N	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
73	N/A	KOKANA ND	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
74	N/A	MOKO SL	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
75	N/A	BRITS C	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
76	N/A	EWERTS E	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
77	N/A	HARMSE M	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		

78	N/A	MANN AB	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
79	N/A	CAMPHER B	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
80	N/A	KOOPMAN J	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
81	N/A	DE VILLERS N	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
82	N/A	MALLISH R	EPWP PATROL OFFICER	PLANNING	OUDTSHOORN	30/10/2023	02/02/2024		
83	N/A	GELANT KENNENEYUR LS	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
84	N/A	SKIITEKAT AS	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
85	N/A	PAULSEN LH	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
86	N/A	VAAALTYN TM	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
87	N/A	JULIES SD	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
88	N/A	JACOBS WM	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		

89	N/A	MICHEALS J	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
90	N/A	FOSTER J	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
91	N/A	PIETERS V	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
92	N/A	LOTZ CD	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
93	N/A	GOLIATH J	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
94	N/A	DREYER N	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
95	N/A	RIEDT T	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
96	N/A	THONJENI J	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
97	N/A	DOUGLAS S	EPWP PATROL OFFICER	PLANNING	HESSEQUA	30/10/2023	02/02/2024		
98	N/A	VAN EYCK B	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
99	N/A	HESS R	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		



100	N/A	OPPERMAN V	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
101	N/A	RITTELS K	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
102	N/A	ADAMS W	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
103	N/A	BUYS J	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
104	N/A	APRIL TL	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
105	N/A	KENNEL A	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
106	N/A	TITUS C	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
107	N/A	CEASER A	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
108	N/A	BOSMAN K	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
109	N/A	VAN WYNGAARDT R	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
110	N/A	KARELSE J	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		

111	N/A	PAULSEN S	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
112	N/A	FOURIE R	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
113	N/A	STUURMAN EF	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
114	N/A	TITUS M	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
115	N/A	CORNELIUS J	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
116	N/A	SNYMAN M	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
117	N/A	CORNELIUS J	EPWP PATROL OFFICER	PLANNING	KANNALAND	30/10/2023	02/02/2024		
118	N/A	Mattews D	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
119	N/A	Rosa C	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
120	N/A	Nokayo S	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
121	N/A	Xingoshe A	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		

122	N/A	Magida W	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
123	N/A	Bavu Z	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
124	N/A	Rathipe B	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
125	N/A	Tukani S	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
126	N/A	Kopana B	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
127	N/A	Galawa S	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
128	N/A	Tom A	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
129	N/A	Kopana N	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		
130	N/A	Madikane N	EPWP PATROL OFFICER	PLANNING	MOSSELBAY	30/10/2023	02/02/2024		

## **6.2 Discussion**

As stipulated in the report.

## **6.3 Financial Implications**

As per budget for each position

## **6.4 Legal Implications**

### **RELEVANT LEGISLATION**

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.

**BACK TO AGENDA**

DISTRICT COUNCIL

12 DECEMBER 2023

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

29 November 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**

That Council approves changes in composition of different committees of Council.

**AANBEVELING**

*Dat die Raad die veranderinge rakende die samestelling van verskillende komitees van die Raad goedkeur.*

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The office of the Speaker received correspondence with regards to the resignation of the Ald V Gericke and the recall of Ald IC Kritzingen, Cllr D Cronje and Cllr D Saptoe.

Due to the above mentioned, various positions on the Section 79 and 80 Committees has become vacant. (please see highlighted vacancies on the Annexure).

## 6.2 Discussion

Council, at its meeting on 30 August 2023 approved the nominations for the Councillors to occupy the vacant positions that existed on the various Section 79 and 80 Committees.

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 –

*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;*

*appoint the members of such a committee from among its members; and dissolve a committee at any time.*

*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."*

After discussions at the Special Council meeting the Speaker requested that all the political parties submit / nominate members to serve on the Section 79 and 80 Committees.

## 6.3 Financial Implications

The positions are budgeted in line with Upper limits.

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

#### **6.4 Legal Implications**

Local Government: Municipal Structures Act  
Local Government: Municipal Finance Management Act

#### **6.5 Staff Implications**

There is no Staff implications.

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

A report of this nature last served at a Special Council meeting on 22 November 2023 and resolved as follows:

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

*Refer Report from the Speaker (Ald G Wolmarans) (pg 91-98)*

#### **RESOLVED**

That the report be referred back and be discussed at the next available opportunity.

#### **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 12 DECEMBER 2023**

<b>RESPONSIBLE COMMITTEE OFFICER, DAY &amp; TIME OF MEETINGS</b>	<b>BONISILE</b>	<b>CARRON-ANN</b>	<b>CARRON - ANN</b>	<b>BONISILE</b>	<b>CARRON - ANN</b>	<b>TANDO</b>	<b>TANDO</b>
	<b>ROADS &amp; TRANSPORT PLANNING SERVICES:</b>	<b>FINANCIAL SERVICES:</b>	<b>PLANNING &amp; ECONOMIC DEV</b>	<b>COMMUNITY SERVICES:</b>	<b>PROPERTY /ASSET MANAGEMENT</b>	<b>CORPORATE SERVICES:</b>	<b>STRATEGIC SERVICES:</b>
<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>VACANT</b>	<b>J Lambaatjeen</b>
<b>DEPUTY CHAIR</b>	J Hoogbaard	<b>VACANT</b>	NS Ndayi	RH Ruiters	P Terblanche	K Malooi	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 <b>VACANT</b> RJ April F September	J Meiring J Hoogbaard	J Meiring	K Malooi H Stroebe	K Malooi JJ Bavuma B van Noordwyk H Stroebe	<b>VACANT</b> RJ April F September
<b>ANC</b>	NV Gungubele MA Mkonto	CP Taute	S de Vries LSS van Rooyen	CN Lichaba P Petros	NT Seti RW Arends	S de Vries SM Toto	NV Gungubele S van Rooyen

<b>ICOSA</b>		HD Ruiters				HD Ruiters	
<b>GOOD</b>	<b>A Oktober</b>	<b>A Oktober</b>	R Louw	<b>A Oktober</b>			<b>A Oktober</b>
<b>PBI</b>			<b>JC Petersen</b>	JP Buys	<b>JP Buys</b>		
<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>	JC Lambaatjeen (Acting Chairperson)	<b>G Wolmarans</b>	<b>D Acker</b>	<b>K Malooi</b>	JC Lambaatjeen
<b>DA</b>	RJ April	<b>VACANT</b>	<b>VACANT</b> K Malooi JG Meiring M Kannemeyer <b>VACANT</b>	RJ April I <b>VACANT</b>	
<b>ANC</b>	CP Taute	CN Lichaba	CN Lichaba CP Taute	P Petros	N Seti
<b>GOOD</b>	R Louw	R Louw	<b>A Oktober</b>	<b>VACANT</b>	<b>A Oktober</b>
<b>PBI</b>		<b>JC Petersen</b>	<b>JC Petersen</b>		
<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> Mr S Maharaj Adv L Mtunzi Mr C Lamprecht
<b>DA</b>	RJ April	
<b>ANC</b>	MA Mkonto	
<b>ICOSA</b>		
<b>GOOD</b>	R Louw	
<b>PBI</b>	<b>JC Petersen</b>	
<b>SAMWU</b>	B Desha M Solani	
<b>IMATU</b>	P Gcabayi R Dyantyi S Damons (additional member)	

**BACK TO AGENDA**

DISTRICT COUNCIL

12 DECEMBER 2023

**1. REPLACEMENT OF MEMBERS OF THE DISCIPLINARY COMMITTEE / VERVANGING VAN LEDE VIR DIE DISSIPLINÊRE KOMITEE / UKUFAKWA KWAMALUNGU KWIKOMITI YEZOLULEKO**

06 DECEMBER 2023

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

**2. PURPOSE**

The purpose of this report is to inform Council of the changes in the Council established disciplinary committee. To request Council to replace the members of the disciplinary committee.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Council, during its meeting held on 09 June 2023 resolved to establish a disciplinary committee to investigate and make a finding on any alleged breach of the Code of conduct for Councillors, by Ald Lichaba; to make appropriate recommendations to the Council.

Council appointed the following three members to the committee:

Ald G van Niekerk,

Ald JC Lambaatjeen and

Ald IC Kritzinger

Ald Kritzinger has since ceased to be a Councillor of the Garden Route District Municipality (GRDM) and therefore another Councillor has to be appointed as her replacement.

## 5. RECOMMENDATIONS

1. That Council takes note of the changes in the disciplinary committee as appointed by Council on 09 June 2023;
2. That Council nominates another Councillor(s) to be member(s) of the disciplinary committee mandated to deal with complaints against Ald Lichaba ;

### AANBEVELINGS

1. *Dat die Raad kennis neem van die veranderinge in die dissiplinêre komitee soos deur die Raad aangestel op 09 Junie 2023.*
2. *Dat die Raad 'n ander Raadslid(e) om lid(e) benoem om deel te wees van die dissiplinêre komitee wat gemagtig is om klagtes teen Ald Lichaba te hanteer;*

### IZINDULULO

1. Sesokuba iBhunga lithathele ingqalelo inguqu kwikomiti yezoluleko nechongwe liBhunga ngomhla 09 kweyeSilimela 2023.
2. That Council nominates another Councillor(s) to be member(s) of the disciplinary committee mandated to deal with complaints against Ald Lichaba ; Sesokuba iBhunga lichonge omnye u(oo)Ceba abelilungu(ngamalungu) ekomiti yezoluleko egunyaziswe ukuba ijongane nezikhalazo ezibekwa u Ald Lichaba.

## 6 DISCUSSION / CONTENTS

### 6.1 Background/Discussion

Council during the meeting held on 09 June 2023 resolved to establish a special disciplinary committee to look at the allegations of breach of the code of conduct for councillors, by Ald Lichaba. The committee was mandated to investigate and make a finding on any alleged breach of the Code of conduct for councillors, by Ald Lichaba and to make appropriate recommendations to the Council.

Changes were made to the composition of the George municipality representatives to the GRDM and as a result, Ald Kritzinger was requested to return back to George Municipality. This created a vacancy in the composition of the disciplinary committee that is investigating a possible breach of the code of conduct for councillors, by Ald Lichaba.

For the sake of continuity and to avoid any delays in the finalisation of the work by the disciplinary committee, another councillor must be appointed to replace Ald Kritzinger.

## **6.2 Financial Implications**

Councillors who form part of this committee will be reimbursed for their travelling costs if they qualify in terms of Travel and subsistence policy.

A firm of attorneys has been appointed to represent Council and initiate.

### **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.

**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 at this stage.

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

Good Governance.

**6.6 Previous / Relevant Council Resolutions**

Report K.1 found in council meeting minutes of 09 June 2023,

**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.

**ANNEXURES**

**Annexure A:** Letter from IEC



## ANNEXURE A



SOUTH AFRICA

15 November 2023

The Municipal Manager  
 Garden Route District Municipality  
 P O Box 12  
 George  
 6530

Re: Replacement of the Democratic Alliance (DA) Councillors to District Council: WC044 – George Local Municipality to DC4 – Garden Route District Council

Please note that:

- ❖ Bazil Petrus, ID No. 670615 5234 087, and
- ❖ Justin Fry, ID No. 850930 5333 082,

being the councillors for the **Democratic Alliance (DA)** in **George Local Municipality**, have been declared elected to **Garden Route District Council**, as prescribed in item 23 of Schedule 2 of the Municipal Structures Act, 1998 (Act. No. 117 of 1998).

These councillors replace the following outgoing councillors, who ceased to hold office in the municipality:

- ❖ Iona Christina Kritzinger, ID No. 560804 0010 089, and
- ❖ Daniel Lodevicus Cronje, ID No. 550826 5027 083.

Sincerely,

**J Aphanie**  
Manager: Registrations & Party Liaison

## Electoral Commission

*Ensuring Free and Fair Elections*

Commissioners: Mr MS Moepye (Chairperson) | Ms JY Love | 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  
 Tel (+27) 12 622 5700 | info@elections.org.za | www.elections.org.za

**BACK TO AGENDA**

DISTRICT COUNCIL

12 DECEMBER 2023

1. **REPORT ON THE COUNCIL RESOLUTION REGISTER FOR THE MONTHS OF JULY UNTIL OKTOBER 2023 / VERSLAG RAKENDE DIE RAADSRESOLUSIE REGISTER VIR DIE MAANDE JULIE TOT OKTOBER 2023 / INGXELO NGOLUHLU LWEZIGQIBO ZEBHUNGA KWIXESHA LENYANGA KWEYEKHALA KUNYE KWEYEDWARHA 2023**

**REFER REPORT FROM THE SPEAKER (ALD GR WOLMARANS)**

## **2 PURPOSE**

To submit a report on the execution of Council Resolutions for the months of July until October 2023, for Council to take note.

## **3. DELEGATED AUTHORITY**

Council

## **4. EXECUTIVE SUMMARY**

At a Special Council meeting that took place on 27 February 2019 Council resolved to approve the concept of a Council Resolution Register that must be submitted quarterly to Council. This register records all resolutions of Council and also provides status of execution by management.

The report for the months of July until October 2023 is attached for Council to take note.

## **5. RECOMMENDATION**

That Council takes note of the report on the execution of Council resolutions for the period of July until October 2023.

## **AANBEVELING**

*Dat die Raad kennis neem van die Raads Resolusie Register vir die periode van Julie tot Oktober 2023.*

## **ISINDULULO**

Sesokuba iBhunga lithathele ingqalelo isimo sezigqibo zeBhunga kwixesha lenyanga KweyeKhala ukuya KweyeDwarha 2023.

## **6. DISCUSSION / CONTENTS**

### **6.1 BACKGROUND**

Council resolved to approve the concept of a Council Resolution Register that must be submitted quarterly to Council. This register records all resolutions of Council and also provides status of execution by management.

### **6.2 DISCUSSION**

The last report submitted to Council on execution of Council resolution was submitted at a Council meeting of 30 August 023 and it covered the months of May until June 2023. This report serves as notification on execution of Council resolutions for the period of July until October 2023. On the attached Annexure Council will find the details of all the resolutions that were loaded on the electronic system (Collaborator) and the progress made with the execution thereof.

### **6.3 FINANCIAL IMPLICATIONS**

The financial implications are contained in the specific reports to which the resolutions relate.

### **6.4 LEGAL IMPLICATIONS**

If Council resolutions are not executed, this can result in non-compliance with legislation. This can also result in the institution of disciplinary action against officials who fail to act.

### **6.5 Staff Implications**

There is no staff implications.

## 6.6 PREVIOUS / RELEVANT COUNCIL RESOLUTIONS:

Council resolved at a Council meeting dated 30 August 2023, which resolution is as follow:

### **A.2 REPORT ON THE COUNCIL RESOLUTION REGISTER FOR THE MONTHS OF MAY UNTIL JUNE 2023 / VERSLAG RAKENDE DIE RAADSRESOLUSIE REGISTER VIR DIE MAANDE MEI TOT JUNIE 2023 / INGXELO NGOLUHLU LWEZIGQIBO ZEBHUNGA KWIXESHA LENYANGA KUCANZIBE KUNYE KWEYESILIMELA 2023**

*Refer Report dated 06 February 2023 from the Speaker (Ald G Wolmarans) (pg 108-143)*

#### **Resolved**

*That Council takes note of the report on the execution of Council resolutions for the period of May until June 2023.*

## 6.7 Risk Implications

If the resolutions are not executed, there is a risk that Council will not deliver on its promises to the public.

### **ANNEXURE**

See Council Resolution register attached.

## Council Resolution Actions

This Report only displays data when the task 'Complete Resolution Action' is send to the user responsible

Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2454961</a>	2454961	REPORT ON THE IMPLEMENTATION FOR THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE QUARTER 01 JANUARY 2023-31 MARCH 2023					NDZINDEB	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879205</a>	RESOLVED That the quarterly report regarding the implementation of Council's supply chain management policy for the period 01 January 2023 to 31 March 2023, be noted.	BOSHOF FC	GOLOGOLOS	100.0000	Noted	2023-09-08	Noted	Completed
<a href="#">2879205</a>	RESOLVED That the quarterly	BOSHOF FC	GOLOGOLOS	100.0000	No feedback was required.	2023-09-08	Noted	Completed

	report regarding the implementation of Council's supply chain management policy for the period 01 January 2023 to 31 March 2023, be noted.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2527987</a>	2527987	2023-24 REPORT ON THE DRAFT REVIEWED LANGUAGE POLICY					PIETERSH	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879368</a>	RESOLVED  That Council approves the 2023/24 Language Policy.	MONDE STRATU	GOVINDSAMIR			2023-09-13		Completed
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2527988</a>	2527988	REPORT OF THE 2023-24 COMMUNICATION AND GRAPHIC DESIGN REGARDING THE DRAFT REVIEWED COMMUNICATION POLICY					PIETERSH	Completed

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879375</a>	RESOLVED  That Council approves the 2023/24 Communication Policy.	MONDE STRATU	GOVINDSAMIR			2023-09-14		Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome
<a href="#">2533983</a>	2533983		1. PROGRESS REPORT ON THE CLIMATE CHANGE EARLY WARNING INITIATIVES THROUGHOUT THE GARDEN ROUTE DISTRICT / VORDERINGSVERSLAG VAN DIE KLIMAATSVERANDERING VROE? WAARSKUWINGS INISIATIEWE IN DIE GARDEN ROUTE DISTRIK				TAITL	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2864198</a>	That Council notes the contents of the report.	STOFFELSD	OTTOG	100.0000	Resolution noted	2023-08-30	Resolution noted	Completed
<a href="#">2864198</a>	That Council notes the contents of the report.	STOFFELSD	OTTOG	100.0000	No feedback was required.	2023-08-30	Resolution noted	Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome

<a href="#">2539125</a>	2539125	DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 MAY 2023 TO 31 MAY 2023					GOLOGOLOS	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2868995</a>	Completed	BOSHOFFC	GOVINDSAMIR	100.0000	Resolution completed	2023-09-01	completed	Completed
<a href="#">2868995</a>	Completed	BOSHOFFC	GOVINDSAMIR	100.0000	No feedback was required.	2023-09-01	completed	Completed
<a href="#">2864218</a>	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	BOSHOFFC	GOVINDSAMIR			2023-08-29		Completed



	Supply Chain Management policy of a municipality.							
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2567217</a>	2567217	Strategic Risk Register June 2023					JAMESL	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879379</a>	this report was withdrawn from the agenda.	LOLIWET	JAMESL	100.0000	Item served and was noted.	2023-09-22	Item was initially withdrawn and then served at the Council meeting in October with updated annexures.	Completed
<a href="#">2879379</a>	this report was withdrawn from the agenda.	LOLIWET	JAMESL	100.0000	No feedback was required.	2023-09-22	Item was initially withdrawn and then served at the Council meeting in October with updated annexures.	Completed
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2570745</a>	2570745	DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 JUNE 2023 TO 30 JUNE 2023					GOLOGOLOS	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2864229</a>	1. That the implementation of	BOSHOFFC	GOVINDSAMIR			2023-08-29		Completed

	<p>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.</p> <p>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.</p>							
<a href="#">2868998</a>	<p>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</p>	BOSHOFFC	JACOBSZM	100.0000	noted	2023-08-31	Deviations noted	Completed

	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.							
<a href="#">2868998</a>	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,	BOSHOFFC	JACOBSZM	100.0000	No feedback was required.	2023-08-31	Deviations noted	Completed

	there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2581889</a>	2581889	REPORT ON THE NOMINATION OF MUNICIPAL REPRESENTATIVES ON THE GOVERNING BODY OF AFFILIATED MUSEUMS					RAYLENEMEYER	Resolved
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879312</a>	RESOLVED  5.1. That Council takes note of the report 5.2. That Council approves the nomination of Ald JC Lambaatjeen to serve on the governing body of affiliated museum – CP Nel for the remaining period of 01 November 2022 to 31	MENZEL	DYANTYIR	100.0000	Correspondence was submitted to the Western Cape Department: Cultural Affairs and Sports. We also included CP Nel Museum	2023-09-10	Correspondence was submitted to the Western Cape Department: Cultural Affairs and Sports. We also included CP Nel Museum	Completed

	October 2025.							
<a href="#">2879312</a>	RESOLVED  5.1. That Council takes note of the report 5.2. That Council approves the nomination of Ald JC Lambaatjeen to serve on the governing body of affiliated museum – CP Nel for the remaining period of 01 November 2022 to 31 October 2025.	MENZEL	DYANTYIR	100.0000	No feedback was required.	2023-09-10	Correspondence was submitted to the Western Cape Department: Cultural Affairs and Sports. We also included CP Nel Museum	Completed
<b>Item Ref</b>	<b>Item Nr</b>		<b>Item Title</b>				<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2587673</a>	2587673		PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT				WAYNE ODENDAAL	Completed
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>
<a href="#">2864178</a>	That Council notes the contents of the report.	STOFFELSD	GIEJ	100.0000	Noted by Council	2023-08-30	Noted by Council	Completed

<a href="#">2864178</a>	That Council notes the contents of the report.	STOFFELSD	GIEJ	100.0000	No feedback was required.	2023-08-30	Noted by Council	Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome
<a href="#">2588491</a>	2588491		Section 52 Responsibilities of Mayor - 30 June 2023				CAMPHERG	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2864189</a>	That Council 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.	BOSHOF FC	GOVINDSAMIR			2023-08-29		Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome
<a href="#">2589852</a>			ANNUAL DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 JULY 2022 TO 30 JUNE 2023				GOLOGOLOS	Resolved
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879215</a>	RESOLVED 1. That the implementation of	BOSHOF FC	GOLOGOLOS	100.0000	Noted	2023-09-08	Noted	Completed

	<p>Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 July 2022 to 30 June 2023, be noted.</p> <p>2. That it be noted that the total annual deviations to be disclosed as a note to the Annual Financial Statements for the period, 01 July 2022 to 30 June 2023.</p> <p>3. 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</p>							
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	municipality.							
<a href="#">2879215</a>	<p>RESOLVED</p> <p>1. That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 July 2022 to 30 June 2023, be noted.</p> <p>2. That it be noted that the total annual deviations to be disclosed as a note to the Annual Financial Statements for the period, 01 July 2022 to 30 June 2023.</p> <p>3. 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</p>	BOSHOF FC	GOLOGOLOS	100.0000	No feedback was required.	2023-09-08	Noted	Completed



	recommended in the normal course of implementing Supply Chain Management policy of a municipality.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2594371</a>	2594371	Report on the implementation on the Supply Chain Management Policy for Year from 01 July 2022 up to 30 June 2023.					NDZINDEB	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879220</a>	RESOLVED That the yearly report regarding the implementation of the Council's Supply Chain Policy for the period 01 July 2022 to 30 June 2023, be noted.	BOSHOF FC	GOLOGOLOS	100.0000	Noted	2023-09-08	Noted	Completed
<a href="#">2879220</a>	RESOLVED That the yearly report regarding the implementation of	BOSHOF FC	GOLOGOLOS	100.0000	No feedback was required.	2023-09-08	Noted	Completed

	the Council's Supply Chain Policy for the period 01 July 2022 to 30 June 2023, be noted.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2613415</a>	2613415	REPORT ON THE ANNUAL INVENTORY COUNT FOR THE FINANCIAL YEAR ENDING 30 JUNE 2023: CORRECTIONS					MPURUT	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879195</a>	RESOLVED 1. That Council approves the appropriate accounting treatment of Inventory discrepancies as identified in the stock take to ensure an accurate valuation of inventory at hand as at financial year end, 30 June 2023.  2. That Council approve the write-	BOSHOF FC	MPURUT	100.0000	the item has been sent to AFS Unit, L Hoek to update the Audit file with council resolution.	2023-09-08	Update the Audit file with council resolution	Completed

	off of inventory to the value of R7 433.05.							
<a href="#">2879195</a>	<p>RESOLVED</p> <p>1. That Council approves the appropriate accounting treatment of Inventory discrepancies as identified in the stock take to ensure an accurate valuation of inventory at hand as at financial year end, 30 June 2023.</p> <p>2. That Council approve the write-off of inventory to the value of R7 433.05.</p>	BOSHOF FC	MPURUT	100.0000	No feedback was required.	2023-09-08	Update the Audit file with council resolution	Completed
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>				<b>Responsible user</b>		<b>Resolution Outcome</b>
<a href="#">2613528</a>		PROGRESS REPORT REGARDING THE FRAUD CASE OPENED : LEASE OF A PORTION OF FARM 215, BUFFALO BAY (WALKER'S POINT)				LOUWMK		Completed

			BETWEEN KNYSNA MUNICIPALITY AND CHARLENE TURPIN					
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879024</a>	RESOLVED  That the report be withdrawn from the agenda.	MONDE STRATU	DAVIDSN	100.0000	Noted. Await the feedback from the councillors as to the clarity-seeking questions	2023-09-29	Noted	Completed
<a href="#">2879024</a>	RESOLVED  That the report be withdrawn from the agenda.	MONDE STRATU	DAVIDSN	100.0000	No feedback was required.	2023-09-29	Noted	Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome
<a href="#">2613682</a>	2613682		Municipal Spatial Development Framework Amendment Process				MONALISAG	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879288</a>	RESOLVED  1. That Council allows the amendment of the existing GRDM MSDF to be conducted without	MENZEL	SIMSS	100.0000	Will proceed to form the committee	2023-09-10	Noted with thanks. Will proceed to form the committee.	Completed

	<p>an Intergovernmental Steering Committee.</p> <p>2. That Council allows a Project Steering Committee that comprises officials from the following sections: Head of Department (Planning and Economic Development), Human Settlements, LED, IDP PMU, Environmental Management and Disaster Management to oversee the amendment of the GRDM's SDF.</p>							
<a href="#">2879288</a>	<p>RESOLVED</p> <p>1. That Council allows the amendment of the existing GRDM MSDF to be</p>	MENZEL	SIMSS	100.0000	No feedback was required.	2023-09-10	Noted with thanks. Will proceed to form the committee.	Completed

	<p>conducted without an Intergovernmental Steering Committee.</p> <p>2. That Council allows a Project Steering Committee that comprises officials from the following sections: Head of Department (Planning and Economic Development), Human Settlements, LED, IDP PMU, Environmental Management and Disaster Management to oversee the amendment of the GRDM's SDF.</p>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2613770</a>	2613770	2024- 2025 IDP BUDGET & PMS TIME SCHEDULE					JAMESM	Completed

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879296</a>	RESOLVED That Council adopts the 2024-2025 IDP Budget & PMS Time schedule.	MENZEL	JAMESM	100.0000	resolved	2023-09-10	resolved	Completed
<a href="#">2879296</a>	RESOLVED That Council adopts the 2024-2025 IDP Budget & PMS Time schedule.	MENZEL	JAMESM	100.0000	No feedback was required.	2023-09-10	resolved	Completed
Item Ref	Item Nr	Item Title				Responsible user		Resolution Outcome
<a href="#">2613848</a>	2613848	PROGRESS REPORT ON THE GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY PROJECT				WAYNE ODENDAAL		Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2878927</a>	That Council notes the contents of the report.	COMPIONJ	COMPIONJ	100.0000	Noted	2023-09-08	Noted	Completed
<a href="#">2878927</a>	That Council notes the contents of the report.	COMPIONJ	COMPIONJ	100.0000	No feedback was required.	2023-09-08	Noted	Completed

Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2613880</a>	2613880	UNAUDITED ANNUAL REPORT FOR 2022/23 FINANCIAL YEAR					JAMESM	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2878948</a>	<p>RESOLVED</p> <p>5.1 That Council approve the Unaudited 2022/23 Annual Report with the following amendments:</p> <ul style="list-style-type: none"> <li>• That on page 312 the organizational performance information will change to read as follow:</li> <li>• KPI's that are not met will change from 13&amp;% to 11%</li> <li>• KPI's that are almost met will change from 4% to 1%</li> <li>• KPI's that are met will change from 58% to 59%</li> </ul>	MENZEL	JAMESM	100.0000	completed	2023-09-10	completed	Completed



	<ul style="list-style-type: none"> <li>• KPI's that are well met will change from 9% to 13%</li> <li>• KPI's that are extremely well met will remain unchanged on 16%</li> </ul> <p>5.2 That Council note that the 2022/23 Annual Financial Statements will be included in the Audited 2022/23 Annual Report that will be tabled to Council in December 2023.</p> <p>5.3 That the Unaudited Annual Report be published for public comments.</p>							
<a href="#">2878948</a>	<p>RESOLVED</p> <p>5.1 That Council approve the Unaudited 2022/23 Annual</p>	MENZEL	JAMESM	100.0000	No feedback was required.	2023-09-10	completed	Completed

	<p>Report with the following amendments:</p> <ul style="list-style-type: none"> <li>• That on page 312 the organizational performance information will change to read as follow:</li> <li>• KPI's that are not met will change from 13&amp;% to 11%</li> <li>• KPI's that are almost met will change from 4% to 1%</li> <li>• KPI's that are met will change from 58% to 59%</li> <li>• KPI's that are well met will change from 9% to 13%</li> <li>• KPI's that are extremely well met will remain unchanged on 16%</li> </ul> <p>5.2 That Council note that the 2022/23 Annual Financial</p>							
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	Statements will be included in the Audited 2022/23 Annual Report that will be tabled to Council in December 2023.							
	5.3 That the Unaudited Annual Report be published for public comments.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2613908</a>	2613908	COST CONTAINMENT REPOTING – QUARTER 4 OF 2022/23					CAMPHERG	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879200</a>	RESOLVED That Council notes the measures implemented and aggregate amounts saved in quarter four of the 2022/23 financial year through the implementation of cost containment measures.	BOSHOF FC	CAMPHERG	100.0000	100	2023-09-08	Noted	Completed

<a href="#">2879200</a>	RESOLVED That Council notes the measures implemented and aggregate amounts saved in quarter four of the 2022/23 financial year through the implementation of cost containment measures.	BOSHOFFC	CAMPHERG	100.0000	No feedback was required.	2023-09-08	Noted	Completed
Item Ref	Item Nr	Item Title				Responsible user		Resolution Outcome
<a href="#">2614681</a>	2614681	LONG TERM LEASE BETWEEN ESKOM GOURIQUA POWER STATION AND GARDEN ROUTE DISTRICT MUNICIPALITY WITH REGARDS TO AN AMBIENT AIR QUALITY MONITORING STATION				VANNIEKERKJEN		
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879249</a>	RESOLVED  5.1 That Council takes note of the report. 5.2 That Council approves the initiation of a process for a long term (10 year) memorandum of	COMPIONJ	SCHOEMANJ	50.0000	Public Notice advertised in Die Burger and on all our notice boards. 60 days commenting period allowed.	2023-09-22		In Progress

	<p>understanding between Eskom Gouriqua power station and the Garden route District municipality.</p> <p>5.3 That a public participation process is followed in terms of the Local Government: Municipal Finance Management Act 2003, (Act 56 of 2003).</p> <p>5.4 That a final report be submitted to council for approval of the long-term memorandum of understanding after the conclusion of the public participation process.</p>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2615406</a>	2615406	APAC BI-ANNUAL REPORT					MANQINAP	

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965395</a>	RESOLVED  That Council takes note of the content of the report.	LOLIWET	GOVINDSAMIR			2023-11-27		Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome
<a href="#">2845661</a>	2845661		Roll-Over Adjustment Budget 2023/2024				STOFFELSC	Resolved
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2878967</a>	RESOLVED  (1) That the adjustments budget (unspent grants) of Garden Route District Municipality for the financial year 2023/2024 as set out in the schedules contained in Section 4 be approved: i. Table B1 Adjustments Budget Summary; ii. Table B2	BOSHOFFC	STOFFELSC	100.0000	Completed.	2023-09-08	Council Approved Roll-over Budget at its meeting dated 25 August 2023.  Council Resolution was sent to PT on 25 August 2023.	Completed

Adjustments Budget Financial Performance (by standard classification); iii. Table B3 Adjustments Budget Financial Performance (by municipal vote); iv. Table B4 Adjustment Budget Financial Performance (revenue by source); and v. Table B5 Adjustment Budget Capital Expenditure (by municipal vote and funding source) (2) That Council approves the Adjustment Operating Expenditure Budget of R532,490,161 (3) That Council approves the Adjustment Operating Revenue Budget of R528,303,963								
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	<p>(4) That Council approves the Adjustment Capital Budget of R159,900,075</p> <p>(5) That a revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2023/24 financial year be compiled and tabled to the Executive Mayor for approval.</p> <p>(6) The approval of the above is subject to the approval from National and Provincial Treasury for the roll-over of funds.</p>							
<a href="#">2878967</a>	<p>RESOLVED</p> <p>(1) That the adjustments budget (unspent grants) of Garden Route District Municipality for the financial year</p>	BOSHOF FC	STOFFEL SC	100.0000	No feedback was required.	2023-09-08	<p>Council Approved Roll-over Budget at its meeting dated 25 August 2023.</p> <p>Council Resolution was sent to PT on 25 August 2023.</p>	Completed



<p>2023/2024 as set out in the schedules contained in Section 4 be approved:</p> <p>i. Table B1 Adjustments Budget Summary;</p> <p>ii. Table B2 Adjustments Budget Financial Performance (by standard classification);</p> <p>iii. Table B3 Adjustments Budget Financial Performance (by municipal vote);</p> <p>iv. Table B4 Adjustment Budget Financial Performance (revenue by source); and</p> <p>v. Table B5 Adjustment Budget Capital Expenditure (by municipal vote and funding source)</p> <p>(2) That Council approves the Adjustment</p>								
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	<p>Operating Expenditure Budget of R532,490,161  (3) That Council approves the Adjustment Operating Revenue Budget of R528,303,963  (4) That Council approves the Adjustment Capital Budget of R159,900,075  (5) That a revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2023/24 financial year be compiled and tabled to the Executive Mayor for approval.  (6) The approval of the above is subject to the approval from National and Provincial Treasury for the roll-over of funds.</p>							
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Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2845967</a>	285967	REGULATIONS FRAMING THE INSTITUTIONALISATION OF THE DISTRICT DEVELOPMENT MODEL					JAMESM	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879300</a>	RESOLVED  5.1 That Council note the Regulations Framing the Institutionalization of the District Development Model.  5.2 That Council note that the closing date for any person who wishes to submit written comments on the Regulations framing the institutionalization of the District Development Model is 4 September 2023.	MENZEL	JAMESM	100.0000	resolved	2023-09-10	resolved	Completed

<a href="#">2879300</a>	RESOLVED	MENZEL	JAMESM	100.0000	No feedback was required.	2023-09-10	resolved	Completed
	<p>5.1 That Council note the Regulations Framing the Institutionalization of the District Development Model.</p> <p>5.2 That Council note that the closing date for any person who wishes to submit written comments on the Regulations framing the institutionalization of the District Development Model is 4 September 2023.</p>							
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>				<b>Responsible user</b>	<b>Resolution Outcome</b>	
<a href="#">2847492</a>	2847492	DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 JULY 2023 TO 31 JULY 2023				GOLOGOLOS	Completed	
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>

<a href="#">2879211</a>	<p>RESOLVED</p> <p>1. That the implementation of Regulation 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 July 2023 to 31 July 2023, be noted.</p> <p>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.</p>	BOSHOFFC	GOLOGOLOS	100.0000	Noted	2023-09-08	Noted	Completed
<a href="#">2879211</a>	<p>RESOLVED</p> <p>1. That the implementation of Regulation 36 of</p>	BOSHOFFC	GOLOGOLOS	100.0000	No feedback was required.	2023-09-08	Noted	Completed

	<p>the Municipal Supply Chain Regulation in terms of the deviations for the period 1 July 2023 to 31 July 2023, be noted.</p> <p>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.</p>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2847591</a>	2847591	REPORT TO INFORM COUNCIL REGARDING THE PROGRESS OF THE ROADS DEPARTMENT AND THE FINANCIAL PROJECTIONS FOR APRIL TO JUNE 2023.					NKEBANAQ	Completed

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879253</a>	RESOLVED That Council takes note of the report.	DANIELSJ	GOVINDSAMIR	100.0000	completed	2023-09-08	completed	Completed
<a href="#">2879253</a>	RESOLVED That Council takes note of the report.	DANIELSJ	GOVINDSAMIR	100.0000	No feedback was required.	2023-09-08	completed	Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome
<a href="#">2856195</a>	2856195		GARDEN ROUTE DISTRICT MUNICIPALITY REVISED RISK MANAGEMENT POLICY FOR THE 2023/2024 FINANCIAL YEAR				JAMESL	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879139</a>	RESOLVED  That Council approves the reviewed Risk Management Policy, Strategy and Implementation Plan for 2023/24 year.	MONDE STRATU	GOVINDSAMIR			2023-09-06		Completed
Item Ref	Item Nr		Item Title				Responsible user	Resolution Outcome

<a href="#">2856364</a>	2856364	REVIEWED 2023-24 ACCOMMODATION BOOKING AND CONCESSION POLICY FOR CALITZDORP HOT SPRINGS					PIETERSH	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879302</a>	RESOLVED That the 2023-24 Accommodation Booking and Concession Policy for Calitzdorp Hot Springs, be approved.	MENZEL	SIMSS	100.0000	Policy approved and officials will implement forthwith.	2023-09-10	Noted that item was approved	Completed
<a href="#">2879302</a>	RESOLVED That the 2023-24 Accommodation Booking and Concession Policy for Calitzdorp Hot Springs, be approved.	MENZEL	SIMSS	100.0000	No feedback was required.	2023-09-10	Noted that item was approved	Completed
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2856375</a>	2856375	REVIEWED 2023-24 ACCOMMODATION BOOKING AND CONCESSION POLICY FOR DE HOEK MOUNTAIN RESORT					PIETERSH	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status



<a href="#">2879305</a>	RESOLVED That the 2023-24 Accommodation Booking and Concession Policy for De Hoek Mountain Resort, be approved.	MENZEL	SIMSS	100.0000	Approval noted and officials will implement forthwith.	2023-09-10	Noted the approval	Completed
<a href="#">2879305</a>	RESOLVED That the 2023-24 Accommodation Booking and Concession Policy for De Hoek Mountain Resort, be approved.	MENZEL	SIMSS	100.0000	No feedback was required.	2023-09-10	Noted the approval	Completed
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>				<b>Responsible user</b>	<b>Resolution Outcome</b>	
<a href="#">2856379</a>	2856379	REVIEWED 2023-24 ACCOMMODATION BOOKING AND CONCESSION POLICY FOR SWARTVLEI CARAVAN PARK				PIETERSH	Completed	
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>
<a href="#">2879309</a>	RESOLVED That the 2023-24 Accommodation Booking and	MENZEL	SIMSS	100.0000	Approval noted, officials will implement forthwith	2023-09-10	Approval noted	Completed

	Concession Policy for Swartvlei Caravan Park be approved.							
<a href="#">2879309</a>	RESOLVED  That the 2023-24 Accommodation Booking and Concession Policy for Swartvlei Caravan Park be approved.	MENZEL	SIMSS	100.0000	No feedback was required.	2023-09-10	Approval noted	Completed
Item Ref	Item Nr	Item Title				Responsible user		Resolution Outcome
<a href="#">2856383</a>	2856383	REVIEWED 2023-24 ACCOMMODATION BOOKING AND CONCESSION POLICY FOR VICTORIA BAY CARAVAN PARK				PIETERSH		Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879307</a>	RESOLVED  That the 2023-24 Accommodation Booking and Concession Policy for Victoria Bay Caravan Park, be approved.	MENZEL	SIMSS	100.0000	Noted approval and officials will implement forthwith	2023-09-10	Approval Noted	Completed

<a href="#">2879307</a>	RESOLVED That the 2023-24 Accommodation Booking and Concession Policy for Victoria Bay Caravan Park, be approved.	MENZEL	SIMSS	100.0000	No feedback was required.	2023-09-10	Approval Noted	Completed
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2856832</a>	2856832	VARIOUS ICT POLICIES FOR COUNCIL'S APPROVAL / VERSKEIDENHEID IKT BELEIDE VIR RAAD GOEDKEURING					POWELLM	Completed
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>
<a href="#">2879235</a>	RESOLVED That the relevant policies be approved.	HOLTZHAUSENT	NKEBANAQ	100.0000	No comment	2023-09-08	Noted!	Completed
<a href="#">2879235</a>	RESOLVED That the relevant policies be approved.	HOLTZHAUSENT	NKEBANAQ	100.0000	No feedback was required.	2023-09-08	Noted!	Completed
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2864304</a>	286304	Restructuring of Section 79 and 80 Committees					GOVINDSAMIR	Completed

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2879355</a>	<p>RESOLVED</p> <p>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.</p> <p>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</p>	HOLTZHAUSENT	GOVINDSAMIR	100.0000	Completed. List has been updated and distributed to officials.	2023-09-08	Completed. List has been updated and distributed to officials.	Completed

	<p>Services.</p> <p>3. 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</p> <p>4. That Council takes note of the changes as received from the ANC to approve the nomination of Cllr S van Rooyen,</p>							
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<p>to serve as a member on Strategic Services and Cllr N Seti to serve as a member of the Local Labour Forum; respectively.</p> <p>5. 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.</p> <p>6. That Council approves the following nominations for the vacant positions that existed on the Section 79 and 80 Committees:</p> <ul style="list-style-type: none"> <li>• D Cronje - Deputy Chairperson – Financial Services</li> </ul>								
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	& Chairperson for the Workplace and Restructuring Committee • F September – Financial Services; District Economic Development and Planning and Corporate Services • K Malooi – Deputy Chairperson - Corporate Services • B van Noordwyk – Corporate Services • I Kritzinger – Occupational Health and Safety Committee							
<a href="#">2879355</a>	RESOLVED  1. That Council approves the nomination of Cllr P Petros, who replaces Cllr A Tsengwa to serve as a member on	HOLTZHAUSENT	GOVINDSAMIR	100.0000	No feedback was required.	2023-09-08	Completed. List has been updated and distributed to officials.	Completed

	<p>the following Section 79 and 80 Committees; respectively: Occupational Health and Safety and Community Services Committee.</p> <p>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.</p> <p>3. 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;</p>							
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	<p>respectively: Planning and Economic Development Committee; Corporate Services Committee; Budget Steering Committee; Governance Committee and Workplace and Restructuring Committee</p> <p>4. 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.</p> <p>5. That Council takes note, that at</p>							
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	<p>the Local Labour Forum meeting dated 06 June 2023, Ald JC Lambaatjeen was nominated as Chairperson for a period of one (1) year.</p> <p>6. That Council approves the following nominations for the vacant positions that existed on the Section 79 and 80 Committees:</p> <ul style="list-style-type: none"> <li>• D Cronje - Deputy Chairperson – Financial Services &amp; Chairperson for the Workplace and Restructuring Committee</li> <li>• F September – Financial Services; District Economic Development and Planning and Corporate Services</li> </ul>							
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	<ul style="list-style-type: none"> <li>• K Malooi – Deputy Chairperson - Corporate Services</li> <li>• B van Noordwyk – Corporate Services</li> <li>• I Kritzing – Occupational Health and Safety Committee</li> </ul>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2864335</a>	2864335	Restructuring of the Section 79 and 80 Committees - Aug 2023					GOVINDSAMIR	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2878942</a>	RESOLVED  1. That Council approves the following changes: That Cllr H Stroebe be removed from the Strategic Services Committee to serve as a member on the Corporate Services	HOLTZHAUSENT	GOVINDSAMIR	100.0000	Attached please find the proof that the council resolution has been executed.	2023-09-08	Completed	Completed

	<p>Committee.</p> <p>2. That Council approves following changes: That Cllr F September be removed from Corporate Services Committee to serve as a member on the Strategic Services Committee.</p> <p>3. That the Chief Whip of the DA provide the name for the vacancy created by departure of Cllr F September on the District Economic Development and Tourism Committee.</p> <p>4. That Council approves the following change: That Cllr RJ April to serve as a member of the Occupational Health and Safety</p>							
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	Committee.							
<a href="#">2878942</a>	<p>RESOLVED</p> <p>1. That Council approves the following changes: That Cllr H Stroebe be removed from the Strategic Services Committee to serve as a member on the Corporate Services Committee.</p> <p>2. That Council approves following changes: That Cllr F September be removed from Corporate Services Committee to serve as a member on the Strategic Services Committee.</p> <p>3. That the Chief Whip of the DA provide the name</p>	HOLTZHAUSENT	GOVINDSAMIR	100.0000	No feedback was required.	2023-09-08	Completed	Completed

	for the vacancy created by departure of Cllr F September on the District Economic Development and Tourism Committee.  4. That Council approves the following change: That Cllr RJ April to serve as a member of the Occupational Health and Safety Committee.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2876277</a>	2876277	DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 AUGUST 2023 TO 31 AUGUST 2023					GOLOGOLOS	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965405</a>	RESOLVED 1. That the implementation of Regulation 36 of the Municipal Supply Chain	BOSHOF FC	GOVINDSAMIR			2023-11-20		Completed

	<p>Regulation in terms of the deviations for the period 1 August 2023 to 31 August 2023, be noted.</p> <p>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.</p>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2891971</a>	2891971	QUARTERLY REPORT (1) D23 DEPARTMENTAL KPI 2023/24 FY – DETAILED IMPLEMENTATION OF THE GRDM'S AFFORDABLE HOUSING PROGRAMMES & PROJECTS (SH/FLISP/GAP INITIATIVES)					MKUNQWANA	Completed

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965427</a>	<p>5.1 That Council take note of the status of the GRDM' Affordable Housing programmes and projects as outlined in this initial Quarterly Report of Departmental SDBIP KPI covering the 2023/2024 Financial Year period.</p> <p>5.2 That Council considers and note the related status of the GRDM's Affordable Housing Programmes and Projects outlined in the report.</p> <p>5.3 That it be noted that Own Haven Housing Association has further progressed with the feasibility</p>	MENZEL	MKUNQWANA	100.0000	Actively being implemented and monitored accordingly and will further be reflected in the next cycle of periodical status report.	2023-11-21	Set performance targets and milestones being adhered to as per Council resolutions.	Completed



	<p>exercise to the extent of nearing completion of the Site Development Plan for erf 26823, Omega Street, George which will be presented separately Council.</p> <p>5.4. That Council takes note that this is in line with formal reporting of D23</p> <p>DEPARTMENTAL KPI For the 2023/24 FY' Annual Performance requirements.</p>							
<a href="#">2965427</a>	<p>5.1 That Council take note of the status of the GRDM' Affordable Housing programmes and projects as outlined in this initial Quarterly Report of Departmental SDBIP KPI</p>	MENZEL	MKUNQWANA	100.0000	No feedback was required.	2023-11-21	Set performance targets and milestones being adhered to as per Council resolutions.	Completed

	<p>covering the 2023/2024 Financial Year period.</p> <p>5.2 That Council considers and note the related status of the GRDM's Affordable Housing Programmes and Projects outlined in the report.</p> <p>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 which will be presented separately Council.</p> <p>5.4. That Council takes note that this is in line with formal reporting of D23</p>							
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	DEPARTMENTAL KPI For the 2023/24 FY' Annual Performance requirements.							
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2893946</a>	2893946	REPORT ON THE GARDEN ROUTE FILM COMMISSION AND THE STATUS OF PROGRESS MADE FOR THE FINANCIAL YEAR PAST					APOLLISZK	
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>
<a href="#">2965429</a>	RESOLVED  1. That an amount of R205 000 as budgeted by Council be transferred to the Garden Route Film Commission.  2. That the MMF and DCF IGR platforms be utilized to lobby additional funding for the support of the Garden Route Film Commission	MENZEL	DYANTYIR			2023-11-21		In Progress

	and that the District request local municipalities to consider funding support as per the statistics report reflecting the return on investment per municipal area.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2895463</a>	2895463	REPORT ON THE GARDEN ROUTE SME PROGRAMME, MONITORING AND EVALUATION					APOLLISZK	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965430</a>	RESOLVED That the Council take note of the report on the Garden Route SME Support and Development Programme.	MENZEL	DYANTYIR	100.0000	The Section will continue with the monitoring and engage with other stakeholders to assist with other none financial services	2023-11-21	Will be action as per the Council resolutions	Completed
<a href="#">2965430</a>	RESOLVED That the Council take note of the	MENZEL	DYANTYIR	100.0000	No feedback was required.	2023-11-21	Will be action as per the Council resolutions	Completed

	report on the Garden Route SME Support and Development Programme.							
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2897516</a>	2897516	REPORT ON 2023/2024 FENCING SUBSIDY APPLICATIONS AND EVALUATION SUMMARY					NKEBANAQ	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965424</a>	RESOLVED That Council takes note of the report.	DANIELSJ	GOVINDSAMIR			2023-11-21		In Progress
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2898607</a>	2898607	FORMAL CONSIDERATION AND APPROVAL OF THE PLANNED SOCIAL HOUSING DEVELOPMENT - ERF 26823, OMEGA STREET, GEORGE AND FURTHER UPDATE ON ERF 3803, MOSSEL BAY.					MKUNQWANA	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965432</a>	RESOLVED  5.1 That Council takes note of the 2nd Consultative meeting held	MENZEL	MKUNQWANA	100.0000	Being adhered to per follow ups.	2023-11-21	All the items raised as well as interventions being pursued were recorded and being followed up accordingly.	Completed

	<p>between Management and the OHHA with regards to the substantive progress linked to social housing developments located in Erf 26823, Omega Street,</p> <p>5.2 That Council grants permission to allow its social housing development partner, OHHA to make a presentation on the SDP, feasibility exercise results and three transfer options to be considered as part of the overall project consideration of the social housing project approval process.</p> <p>5.3 That Council takes note that the linked Site</p>							
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	<p>Development Plan and related pre-planning processes with the George Municipality have now been completed after being subjected to the internal processes of the George Municipality.</p> <p>5.4 That Council formally consider and approve the planned development of erf 26823, Omega Street, George for social housing purposes based on the approved SDP and preferred land transfer option.</p> <p>5.5 That in terms of the transfer of the property, consideration and approval be made to sell same at a discounted 20% of</p>							
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	<p>its market price evaluation of R5 000 000 solely for the purpose of social housing development and long-term management to OHHA.</p> <p>5.6 That the necessary land transfer agreement on erf 26823 be subsequently formally concluded with OHHA with title deed restrictive clause confining use of same solely for social housing purposes only as well as in recognition of outlined obligations and responsibilities in the formal Partnership Agreement between GRDM and OHHA.</p>							
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	<p>5.7 That Council further takes note of the preparatory work planned for Phase 2 similar potential development as well on erf 3803, Mossel Bay in due course which could yield between 200 – 300 social housing opportunities.</p> <p>5.8 That all the concerns that waswere raised at thise meeting, be formally responded to by management.</p>							
<a href="#">2965432</a>	<p>RESOLVED</p> <p>5.1 That Council takes note of the 2nd Consultative meeting held between Management and the OHHA with regards to the</p>	MENZEL	MKUNQWANA	100.0000	No feedback was required.	2023-11-21	All the items raised as well as interventions being pursued were recorded and being followed up accordicngly.	Completed

	<p>substantive progress linked to social housing developments located in Erf 26823, Omega Street,</p> <p>5.2 That Council grants permission to allow its social housing development partner, OHHA to make a presentation on the SDP, feasibility exercise results and three transfer options to be considered as part of the overall project consideration of the social housing project approval process.</p> <p>5.3 That Council takes note that the linked Site Development Plan and related pre-planning processes with the</p>							
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	<p>George Municipality have now been completed after being subjected to the internal processes of the George Municipality.</p> <p>5.4 That Council formally consider and approve the planned development of erf 26823, Omega Street, George for social housing purposes based on the approved SDP and preferred land transfer option.</p> <p>5.5 That in terms of the transfer of the property, consideration and approval be made to sell same at a discounted 20% of its market price evaluation of R5 000 000 solely for the purpose of</p>							
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	<p>social housing development and long-term management to OHHA.</p> <p>5.6 That the necessary land transfer agreement on erf 26823 be subsequently formally concluded with OHHA with title deed restrictive clause confining use of same solely for social housing purposes only as well as in recognition of outlined obligations and responsibilities in the formal Partnership Agreement between GRDM and OHHA.</p> <p>5.7 That Council further takes note of the preparatory</p>							
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	work planned for Phase 2 similar potential development as well on erf 3803, Mossel Bay in due course which could yield between 200 – 300 social housing opportunities.							
	5.8 That all the concerns that waswere raised at thise meeting, be formally responded to by management.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2901570</a>	2901570	REVIEW OF PLANNED PUBLIC CONSULTATIVE SESSIONS – GRDM' INTEGRATED HUMAN SETTLEMENTS STRATEGIC PLAN (VERSION 2)					MKUNQWANA	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965435</a>	RESOLVED	MENZEL	MKUNQWANA			2023-11-21		In Progress
	5.1 That it be noted that the planned public participation and							

	<p>communication process linked to the already annually reviewed GRDM Integrated Human Settlements Strategic Plan to establish common awareness and understanding by all stakeholders will be undertaken through direct engagement and presentations to all the local B Municipalities.</p> <p>5.2 That it further be noted that this will also be undertaken through the current electronic media conduits and platforms for now normally utilised by the GRDM.</p> <p>5.3 That it be noted that Management and the Strategic Services Portfolio Committees have</p>							
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	been similarly advised of this option.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2901590</a>	2901590	REVIEW OF PLANNED PUBLIC CONSULTATIVE SESSIONS – GRDM' INTEGRATED HUMAN SETTLEMENTS STRATEGIC PLAN (VERSION 2)					MKUNQWANA	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965441</a>	RESOLVED  5.1 That it be noted that the planned public participation and communication process linked to the already annually reviewed GRDM Integrated Human Settlements Strategic Plan to establish common awareness and understanding by all stakeholders will be undertaken through direct engagement and presentations to	MENZEL	MKUNQWANA	100.0000	Noted and adhered to relative to electronic communication and public participation processes.	2023-11-21	Council approved the need to revert to electronic media platforms for communication the Strategic Plan and related programmes/project.	Completed

	<p>all the local B Municipalities.</p> <p>5.2 That it further be noted that this will also be undertaken through the current electronic media conduits and platforms for now normally utilised by the GRDM.</p> <p>5.3 That it be noted that Management and the Strategic Services Portfolio Committees have been similarly advised of this option.</p>							
<a href="#">2965441</a>	<p>RESOLVED</p> <p>5.1 That it be noted that the planned public participation and communication process linked to the already annually reviewed GRDM Integrated</p>	MENZEL	MKUNQWANA	100.0000	No feedback was required.	2023-11-21	Council approved the need to revert to electronic media platforms for communication the Strategic Plan and related programmes/project.	Completed



	<p>Human Settlements Strategic Plan to establish common awareness and understanding by all stakeholders will be undertaken through direct engagement and presentations to all the local B Municipalities.</p> <p>5.2 That it further be noted that this will also be undertaken through the current electronic media conduits and platforms for now normally utilised by the GRDM.</p> <p>5.3 That it be noted that Management and the Strategic Services Portfolio Committees have been similarly advised of this option.</p>							
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Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2905171</a>	2905171	NOMINATION OF COUNCIL REPRESENTATIVE TO SALGA PROVINCIAL WORKING GROUP (SECUNDIS)/					GOVINDSAMIR	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965384</a>	RESOLVED 1. That Council nominated nominates the following Secundi's to serve on the below mentioned respective SALGA Working Groups:  Municipal Capacity and Institutional Resilience Official Representative: Ald I Kritzinger Secundis: Cllr K Malooi Municipal Official: B Holtzhausen  Community Development and	HOLTZHAUSENT	GOVINDSAMIR			2023-11-21		Completed

	<p>Security</p> <p>Official Representative: Ald N Ndayi Secundis: Ald R Ruiters Municipal Official: C Africa</p> <p>Economic Development and Job Creation</p> <p>Official Representative: Ald R Ruiters Secundis: Ald N Ndayi Municipal Official: L Menze</p> <p>Environmental Management and Climate Resilience</p> <p>Official Representative: Ald N Ndayi Secundis: Ald R Ruiters Municipal Official: C Africa</p> <p>Governance and</p>							
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	<p>Intergovernmental Relations</p> <p>Official Representative: Ald G van Niekerk Secundis: Municipal Official: L Menze</p> <p>Human Settlements and Urban Area</p> <p>Official Representative: Ald J Lambaatjeen Secundis: Ald IC Kritzing Municipal Official: L Menze</p> <p>Municipal Finance and Fiscal Policy</p> <p>Official Representative: Ald JC Lambaatjeen Secundis: Cllr D Cronje Municipal Official: CR Boshoff</p>							
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	Municipal Digital Solutions							
	Official Representative: Ald I Kritzing Secundis: Cllr K Malooi Municipal Official: K Nieuwoudt							
	Public Transport and Roads							
	Official Representative: Ald P Terblanche Secundis: Cllr J Hoogbaard Municipal Official: J Daniels							
	Water and Sanitation							
	Official Representative: Ald J Lambaatjeen Secundis: Municipal Official: S. Sims							
	Electricity & Energy and Public							

Works Official Representative: Ald P Terblanche Secundis: Cllr J Hoogbaard Municipal Official: L Menze Health Official Representative: Ald R Ruiters Secundis: Municipal Official: C Africa								
Emergency Services and Disaster Management Official Representative: Ald N Ndayi Secundis: Ald R Ruiters Municipal Official: C Africa								
Development Planning and Rural Development Official Representative:								

	<p>Cllr J Hoogbaard Secundis: Ald P Terblanche Municipal Official: L Menze</p> <p>2. That it be noted that subsistence and travelling costs for the SALGA Provincial Working Group meetings will be covered by SALGA.</p>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2908330</a>	2908330	DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 SEPTEMBER 2023 TO 30 SEPTEMBER 2023					GOLOGOLOS	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965406</a>	RESOLVED 1. That the implementation of Regulation 36 of the Municipal Supply Chain Regulation in terms of the deviations for the	BOSHOFFC	GOVINDSAMIR			2023-11-20		In Progress

	<p>period 1 September 2023 to 30 September 2023, be noted.</p> <p>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.</p>							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2908779</a>	2908779	APAC CHARTER					MANQINAP	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965404</a>	RESOLVED	LOLIWET	GOVINDSAMIR			2023-11-27		Completed
	That Council approves the reviewed APAC							



	Charter.							
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2913369</a>	2913369	Closure for festive season and salary payment date for December 2023					JANSEVANRENSBURGL	Completed
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>
<a href="#">2965414</a>	Notice email was send to GRDM in this regard	HOLTZHAUSENT	SMITHM	100.0000	HR will distribute an official notice to all officials and Councillors	2023-11-21	HR will distribute an official notice to all officials and Councillors	Completed
<a href="#">2965414</a>	Notice email was send to GRDM in this regard	HOLTZHAUSENT	SMITHM	100.0000	No feedback was required.	2023-11-21	HR will distribute an official notice to all officials and Councillors	Completed
<b>Item Ref</b>	<b>Item Nr</b>	<b>Item Title</b>					<b>Responsible user</b>	<b>Resolution Outcome</b>
<a href="#">2913540</a>	2913540	Fire Services Summer Season Operational Plan					STOFFELSD	Completed
<b>Action Ref</b>	<b>Resolution Action</b>	<b>HOD user</b>	<b>Action User</b>	<b>% Complete</b>	<b>FB Comment</b>	<b>Due Date</b>	<b>Resolution Action Taken</b>	<b>Action Status</b>
<a href="#">2965422</a>	RESOLVED That Council takes note of the report.	COMPIONJ	COMPIONJ	100.0000	Noted	2023-11-21	Noted	Completed
<a href="#">2965422</a>	RESOLVED That Council takes	COMPIONJ	COMPIONJ	100.0000	No feedback was required.	2023-11-21	Noted	Completed

	note of the report.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2915562</a>	2915562	Request for Incapacity hearing for Executive Manager: Community Services					VANVUGHTE	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965442</a>	RESOLVED 1. That Council takes note of the content of the report.  2. That Council approves to proceed with an in-capacity hearing for against Mr. Clive Africa, Executive Manager: Community Services.  3. That a follow-up report will be submitted to Council regarding the outcomes of the in-capacity hearing	HOLTZHAUSENT	SMITHM			2023-11-21	1) Noted 2) The incapacity process has been initiated, A chair person has been appointed and dates has been arranged. All parties has been informed accordingly. 3) Report back can only occur when the preliminary incapacity hearing was conducted	In Progress

	conducted.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2917157</a>	2917157	REVISED OFFER FOR TOTAL REMUNERATION PACKAGE OF THE CFO AND WAIVER APPLICATION TO THE NATIONAL MINISTER OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS					VANVUGHTE	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965443</a>	RESOLVED 1. That Council takes note of the content of the report.  2. That Council approves the submission of the waiver application in line with the revised offer negotiated with the CFO to the amount of R2 million.	HOLTZHAUSENT	VANVUGHTE	100.0000	Processed	2023-11-21	Processed	In Progress
<a href="#">2965443</a>	RESOLVED 1. That Council takes note of the content of the	HOLTZHAUSENT	VANVUGHTE	100.0000	No feedback was required.	2023-11-21	Processed	In Progress

	report.  2. That Council approves the submission of the waiver application in line with the revised offer negotiated with the CFO to the amount of R2 million.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2917463</a>	2917463	INVESTIGATION INTO INFORMATION TECHNOLOGY (IT) ENVIRONMENT - THE GARDEN ROUTE DISTRICT MUNICIPALITY 25TH AUGUST 2023 - REPORT BY MUSETSHO LAW INC.					POWELLM	Completed
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965444</a>	RESOLVED 1. That Council notes the content of the report.  2. That Council provides inputs if any, regarding the proposed remediation project plan.	HOLTZHAUSENT	NIEUWOUDTK	100.0000	Will follow process as per Council resolution.	2023-11-30	Will follow process as per Council resolution.	Completed

	3. That Council approves a position for a Junior ICT Technician to be budgeted for in the 2024/25 financial year. This will give substance to prioritizing the restructuring of cyber security responsibilities.							
<a href="#">2965444</a>	<p>RESOLVED</p> <p>1. That Council notes the content of the report.</p> <p>2. That Council provides inputs if any, regarding the proposed remediation project plan.</p> <p>3. That Council approves a position for a Junior ICT Technician to be budgeted for in the 2024/25 financial</p>	HOLTZHAUSENT	NIEUWOUDTK	100.0000	No feedback was required.	2023-11-30	Will follow process as per Council resolution.	Completed

	year. This will give substance to prioritizing the restructuring of cyber security responsibilities.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2922363</a>	2922363	REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR					CAMPHERG	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965388</a>	RESOLVED  That Council 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 September 2023.	BOSHOFFC	GOVINDSAMIR			2023-11-20		In Progress
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2923672</a>	2923672	SUBJECT: SECOND ADJUSTMENT BUDGET 2023/2024 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)					CAMPHERG	

Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965393</a>	RESOLVED  (1) That the adjustment budget of Garden Route District Municipality for the financial year 2023/2024 as set out in the schedules contained in Section 4 be approved: (i) Table B1 Adjustments Budget Summary; (ii) Table B2 Adjustments Budget Financial Performance (by standard classification); (iii) Table B3 Adjustments Budget Financial Performance (by municipal vote); (iv) Table B4 Adjustments Budget Financial Performance	BOSHOFFC	GOVINDSAMIR			2023-11-20		In Progress

	<p>(revenue by source); and (v) Table B5 Adjustments Budget Capital Expenditure (by municipal vote and funding source) (2) That the adjusted operating expenditure budget of Garden Route District Municipality for the financial year 2023/2024 of R532,490,161 be approved. (3) That the adjusted operating revenue budget of Garden Route District Municipality for the financial year 2023/2024 of R530,803,963 be approved. (4) That the adjusted capital of Garden Route District Municipality for the financial year 2023/2024 of</p>							
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	R162,400,075 (5) That a revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2023/2024 financial year be compiled and tabled to the Executive Mayor for approval . (6) That the Budget Schedules that was distributed separately be approved together with the budget and also recommended for approval Council.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2923691</a>	2923691	COST CONTAINMENT REPOTING – QUARTER 1 OF 2023/24					CAMPHERG	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965407</a>	RESOLVED That Council notes the measures implemented and	BOSHOFFC	GOVINDSAMIR			2023-11-20		In Progress

	aggregate amounts saved in quarter one of the 2023/24 financial year through the implementation of cost containment measures.							
Item Ref	Item Nr	Item Title					Responsible user	Resolution Outcome
<a href="#">2942163</a>	29242163	1APPROVAL TO AMEND COUNCIL RESOLUTION DATED 19 JUNE 2023 AND TO AUTHORISE THE MUNICIPAL MANAGER TO SIGN THE CESSION AGREEMENT WITH STANDARD BANK					PA.CFO	
Action Ref	Resolution Action	HOD user	Action User	% Complete	FB Comment	Due Date	Resolution Action Taken	Action Status
<a href="#">2965459</a>	RESOLVED 5.1 That Council authorises the Municipal Manager to sign the loan agreement with Standard Bank to the full loan amount of R278 242 043,44.  5.2 That Council grants approval for the Municipal	BOSHOF FC	GOVINDSAMIR			2023-11-20		In Progress

	Manager to sign the Cession Agreement with Standard Bank.							
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[BACK TO AGENDA](#)

DISTRICT COUNCIL

12 DECEMBER 2023

**1. ANNUAL REPORT FOR 2022/23 FINANCIAL YEAR /JAARVERSLAG VIR 2022/23 FINANSIËLE JAAR /INGXELO ENGAPHICOTHWANGA YONYAKA KUNYAKA MALI KA 2022/23**

**REPORT FROM: THE EXECUTIVE MAYOR (M BOOYSEN) /EXECUTIVE MANAGER: PLANNING & ECONOMIC DEVELOPMENT (L MENZE)**

**2. PURPOSE**

The purpose of this report is to submit the 2022/2023 Annual Report to Council for approval.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Every municipality and municipal entity must prepare an Annual Report for each financial year in accordance with Section 121 of the Municipal Finance Management Act 56 of 2003. The tabling of the Final 2022/23 Annual Report is informed by Circular 63 of the Local Government: Municipal Finance Management Act 56 of 2003, which requires the Executive Mayor to table the Unaudited Annual Report to Council in August of every year and the final audited Annual Report to be tabled in December annually.

**5. RECOMMENDATION**

That Council approves the 2022/2023 Annual Report.

**AANBEVELING**

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

**ISINDULULO**

Sesokuba iBhunga liphumeze ingxelo yoNyaka kunyaka- Mali ka 2022/23.

## **6. DISCUSSION / CONTENTS**

### **6.1. Background**

The Annual Report content assists municipal councillors, municipalities, citizens, oversight institutions and other users of Annual Reports with information to analyse the progress made on service delivery. The Annual Report must align with the Integrated Development Plan (IDP), Budget, Service Delivery and Budget Implementation Plan (SDBIP), and in year reports. The alignments of the aforementioned reports result in improved decision-making processes.

The outline of the Annual Report as per Circular 63 of the MFMA is as stated below:

- Chapter 1: Mayor's Foreword and Executive Summary;
- Chapter 2: Governance;
- Chapter 3: Service Delivery Performance;
- Chapter 4: Organizational Development Performance;
- Chapter 5: Financial Performance;
- Chapter 6: Auditor General's Findings;
- Appendices; and
- Volume II: AFS

All these form one process to ensure that the actual performance is reported against what was planned and contained in the IDP. The Annual Report is thus a backward-looking process of financial and non-financial performance for the financial year just ended.

### **6.2 Discussion**

In-Year and Annual Reporting is important mechanisms to ensure transparency and accountability for the fiscal and financial affairs of municipalities.

Real transparency and accountability can only be achieved where there is alignment between the strategic objectives agreed with the community, the IDP,

the Budget, SDBIP, performance agreements of senior management and officials, in-year reports covering financial and non-financial information.

The organisation achieved an overall performance of 84 % and some of the highlights include:

- The outstanding performance of the Communication and Graphic Design Unit has been recognized with an award from the South African Local Government Association. They were honored with the "Most Updated Social Media Platform" award among all 44 district municipalities in South Africa
- Communication Unit also developed a slogan - "Your Route to Prosperity."
- Tefla Group (Pty) Ltd were appointed as contractor for the construction of the Regional Waste Management Facility.
- The Clean Fires campaign was successfully executed during the reporting period with 96 teachers and 2917 learners taking part in this project.
- During this year the final stages of the Blossoms Water Augmentation Project was executed.
- During this year the Garden Route District Municipality Disaster Management Centre (GRDMC) in collaboration with the Bitou Fire and Rescue Department, Bitou Housing department and eight (8) EPWP employees completed the first smoke alarms pilot project within the Bitou Local Municipal area with the assistance provided by the Western Cape Disaster Management Centre (WCDMC). 2400
- The Garden Route Skills Mecca was awarded an amount of R59 million in total for projects applied in this financial year. There are several projects that are in various stages of implementation awaiting the final approval as in the case of the National Skills Fund that could bring a R30 million injection to the Garden Route economy
- Furthermore, the municipality has awarded twenty-one (21) internal bursaries to officials within the municipality to enroll in further studies for this financial year. A total of thirteen (13) external bursaries were allocated to deserving young people in the district for studies

- GRDM's EPWP continue to be the highest remunerating municipality for the participants in the region for 2022/23 financial year and over archived the annual targets.

No comments were received from the public. The issues raised by the Auditor General and Provincial Treasury were addressed.

**The following updates were made after the public comment opportunity and audit:**

- Comments raised by Provincial Treasury
- Consistency review by Auditor General
- Updated Census information
- Updated financial information in Chapter 5 and Annexures E-N is highlighted in yellow.
- Inclusion of Audited 2022/2023 AFS and APAC Report

Following document to be included after this meeting:

- Final Audit Report

## **6.5 Financial Implications**

Cost of Newspaper notice to inform the public of the tabling of the 2022/23 Final Annual Report.

## **6.6 Legal Implications**

None, but the following legislation provides a framework for the tabling of the Annual Report:

- Local Government: Municipal Systems Act (2000), (MSA),
- Local Government: Municipal Planning and Performance Regulations (2001),
- Local Government: Municipal Finance Management Act (2003) (MFMA),
- MFMA Circular 11 (Annual Report Guidelines),
- MFMA Circular 63 (Annual Report Guidelines)

**6.5 Staff Implications**

The tabling of this report to Council has no staff implications.

**6.6 Previous / Relevant Council Resolutions:**

There are no previous or relevant Council resolutions related to this matter. This report is tabled to Council annually according to Section 121 of the Municipal Finance Management Act 56 of 2003.

**6.7 Risk Implications**

There are no foreseen risks associated with the tabling of the 2022/23 Annual Report. If the 2022/23 Annual Report is not tabled it will be regarded as non-compliance.

**ANNEXURE**

**2022/23 Annual Report (WILL BE SEND VIA LARGE FILE LINK)**

**BACK TO AGENDA**



**1. O V E R S I G H T R E P O R T O N T H E A N N U A L R E P O R T F O R T H E 2 0 2 2 / 2 3 F I N A N C I A L Y E A R / V E R S L A G R A K E N D E D I E O O R S I G V E R S L A G V I R D I E 2 0 2 2 / 2 3 F I N A N S I Ē L E J A A R / L W E N G X E L O E Y O N G A M E L E Y O Y O N Y A K A Y O N Y A K A M A L I K A 2 0 2 2 / 2 3**

**REPORT FROM THE CHAIRPERSON OF MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) (CLLR ACKER)**

**2 PURPOSE**

To present the Oversight Report on the Annual Report of the Garden Route District Municipality (GRDM), as required by legislation, and submit the recommendation to Council for consideration.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The 2022/23 Annual Report was presented to the Committee on 30 August 2023 and 28 November 2023 as well as 07 December 2023. The report was advertised for public inputs and comments on 30 August 2023 and no comments were received from the public/communities. The Draft Annual Report was also submitted to Provincial Treasury and Provincial Department of Local Government as well as the Office of the Auditor General.

Further to the above platforms, the Annual Report was also placed on our communications channels, including website and Official GRDM Facebook, Eden FM and newspapers.

MPAC would like to take this opportunity to congratulate the administration for maintaining the Audit Outcomes of Clean Audit, which we will further deal with later in this report.

MPAC would like to take this opportunity to congratulate the administration for maintaining the Audit Outcomes of Clean Audit, which we will further deal with later in this report.

## **5. RECOMMENDATIONS**

1. That Council, after having fully considered the Annual Report of the municipality and representations thereon, adopts the oversight report and the 2022/23 Annual Report without reservations.
2. That the Accounting Officer, in accordance with Section 21 (a) of the Municipal Systems Act, make the oversight report public within seven days of its adoption.
3. That the Accounting Officer submits the Oversight Report to the Provincial Legislature within seven days.
4. That the Accounting Officer develops action plans to address issues raised in the Auditor General Report and monitor progress.
5. That the Audit Action Plan progress be presented to APAC and MPAC quarterly.
6. That Council refer Irregular Expenditure disclosed in the Annual Financial Statements to MPAC for investigation for the current year.
7. That Council refer Unauthorised Expenditure disclosed in the Annual Financial Statements to MPAC for investigation.
8. That Council refer Fruitless and Wasteful Expenditure disclosed in the Annual Financial Statements to MPAC for investigation

**AANBEVELINGS**

1. *Dat die Raad, nadat die Jaarverslag van die munisipaliteit en vertoë daaroor volledig oorweeg het, die oorsigverslag en die 2022/23 Jaarverslag sonder voorbehoude aanvaar.*
2. *Dat die Rekenpligtige Beampte, ooreenkomstig Artikel 21 (a) van die Munisipale Stelselwet, die oorsigverslag binne sewe dae na die aanvaarding daarvan openbaar maak.*
3. *Dat die Rekenpligtige Beampte die Oorsigverslag binne sewe dae by die Provinsiale Wetgewer indien.*
4. *Dat die Rekenpligtige Beampte aksieplanne ontwikkel om kwessies wat in die Ouditeur Algemene Verslag geopper word aan te spreek en vordering te monitor.*
5. *Dat die vordering van die Ouditaksieplan kwartaalliks aan APAC en MPAC voorgelê word.*
6. *Dat die Raad onreëlmatige uitgawes wat in die finansiële jaarstate geopenbaar is na MPRK verwys vir ondersoek vir die huidige jaar.*
7. *Dat die Raad ongemagtigde uitgawes wat in die finansiële jaarstate geopenbaar is na MPRK verwys vir ondersoek.*
8. *Dat die Raad vrugtelose en verkwistende uitgawes wat in die finansiële jaarstate geopenbaar is na MPRK verwys vir ondersoek.*

**IZINDULULO**

1. Sesokuba iBhunga, emva kokuba liyithathele ingqalelo ngokupheleleyo iNgxelo yoNyaka kamasipala nokumelwa kuyo, lamkele ingxelo yokongamela kunye neNgxelo yoNyaka wama-2022/23 ngaphandle kwamathandabuzo.

2. Sesokuba iGosa eliNika iNgxelo, ngokungqinelana neCandelo lama-21 (a) loMthetho weenkqubo zikaMasipala, lenze ingxelo yokongamela esidlangalaleni kwiintsuku ezisixhenxe zokwamkelwa kwayo.
3. Sesokuba iGosa eliNika iNgxelo lingenise iNgxelo yoLwaphulo-mthetho kwiNdlu yoWiso-mthetho yePhondo kwiintsuku ezisixhenxe.
4. Sesokuba iGosa eliNika iNgxelo liqukunqe izicwangciso zamanyathelo okujongana nemiba ephakanyiswe kwiNgxelo yoMphicothi-zincwadi Jikelele kunye nokubeka iliso kwinkqubela phambili.
5. Sesokuba isiCwangciso soMsebenzi woPhicotho-zincwadi sinikezelwe kwi-APAC nakwi-MPAC qho ngekota.
6. Sesokuba iBhunga lidlulisele iNkcitho eNgagunyaziswanga edizwe kwiiNgxelo-mali zoNyaka kwi-MPAC ukuze iphandwe kulo nyaka.
7. Sesokuba iBhunga lithumele iNkcitho engagunyaziswanga edizwe kwiiNgxelo zeMali zoNyaka kwi-MPAC ukuze iphandwe.
8. Sesokuba iBhunga lithumele iNkcitho engenaziqhamo neyiNkcitho ebhengezwe kwiiNgxelo zeMali zoNyaka kwi-MPAC ukuze iphandwe.

## **6. DISCUSSION / CONTENTS**

### **6.1 Background**

In terms of section 129 of the Local Government: Municipal Finance Management Act, 2003, Council must adopt an oversight report of the municipality, which must include comments on the Annual Report. The Municipal Public Accounts Committee (MPAC) is the committee of Council that is tasked with that responsibility of drafting such a report.

Council has adopted an Annual Report Process Plan that is in line with MFMA Circular 63, which requires that the whole process of the Annual Report be finalised in December each year. GRDM is the only municipality that follows MFMA Circular 63 in the region, if not the whole Western Cape. Indeed, we are aspired to be the leading District in South Africa.

The Draft Annual Report for the 2022/23 financial year was tabled in Council on 30 August 2023 and to MPAC and Audit and Performance Audit Committee (APAC) on 29 August 2023, 28 November 2023 as well as discussed on 07 December 2023. The Annual Report was also made public on 05 September 2023, to invite public comments on the report.

The MFMA requires in section 127 states that:

" The council in terms of section 129, adopt an oversight report containing the council's comments on the Annual Report, which must include a statement whether the council—

- a) has approved the Annual Report with or without reservations;
- b) has rejected the Annual Report; or
- c) has referred the Annual Report back for revision of those components that can be revised.

It further states in section 130 that:

“(1) The meetings of a municipal council at which an Annual Report is to be discussed or at which decisions concerning an Annual Report are to be taken, must be open to the public and any organs of state, and a reasonable time must be allowed—

- a) for the discussion of any written submissions received from the local community or organs of state on the Annual Report; and
- b) for members of the local community or any organs of state to address the council.

(2) Representatives of the Auditor-General are entitled to attend, and to speak at, any council meeting referred to in subsection (1).

(3) The accounting officer must in accordance with section 21A of the

Municipal Systems Act make public an oversight report within seven days of its adoption.

## **6.2 Purpose Of An Annual Report**

The purpose of the Annual Report is:

- to provide a record of the activities of the municipality;
- to provide a report on performance against pre-determined target
- to promote accountability to the local community for decisions made.

The Annual Report of a municipality must include—

- (a) the annual financial statements of the municipality as submitted to the Auditor-General for audit;
- (b) the audit report of the Auditor-General in terms of both section 126(3) of the MFMA and section 45(b) of the Local Government: Municipal Systems Act, 2000 (MSA);
- (c) municipality's annual performance report as per section 46 of the MSA;
- (d) assessment of any arrears on municipal taxes and service charges;
- (e) assessment of municipality's performance against measurable performance objectives for revenue collection from each revenue source and for each vote in the municipality's approved budget;
- (f) particulars of corrective action taken or to be taken on issues raised in audit reports;
- (g) explanations to clarify issues on financial statements;
- (h) any other information determined by the municipality including recommendations made by APAC and any other information as may be prescribed.

## **6.3 Municipal Public Accounts Committee (MPAC)**

MPAC is responsible, amongst other functions:

- (a) To consider and evaluate the Annual Report as tabled in Council, and thereafter make recommendations to Council in this regard.

(b) To compile an Oversight Report and table in Council and make recommendation for Council's consideration.

For purposes of complying with the requirements listed above, MPAC met on the following dates to consider and discuss the content of the Annual Report.

MPAC Member	Affiliation	29 Aug 2023	28 Nov 2023	07 Dec 2023
Ald CN Lichaba	ANC	Apology	Apology	Present
Cllr K Malooi	DA	Present	Present	Present
Cllr JG Meiring	DA	Present	Present	Present
Cllr M Kannemeyer	DA	Present	Present	Apology
Cllr CP Taute	ANC	Apology	Apology	AWL
Cllr RJ Saptoe	GOOD	Present	No Longer Serve	No longer serve
Cllr D Acker	FF Plus	Present	Present	Present
Cllr JP Buys	PBI	Present	Apology	Apology
Cllr D Cronje	DA	Present	No Longer Serve	No longer serve

In addition to the above meetings, MPAC also met on the following dates:

- 31 October 2022
- 24 July 2023

## 6.2 DISCUSSION

The committee met three times to discuss the Draft and Final Annual Report and for compilation and approval of this report. The 2022/23 Annual Report was advertised for public inputs and comments from the 05 September 2023. No comments were received from the public/communities. The Draft Annual Report was also submitted to Provincial Treasury and Provincial Department of Local Government as well as the Office of the Auditor General. Further to the above platforms, the Annual Report was also placed on our communications channels, including website and Official GRDM Facebook page and Newspapers. On 12 September 2023, public was invited through the Eden FM Radio to make comments to the Annual Report.

**Provincial Treasury Assessment of 2023 Annual Report**

The Draft Annual Report was submitted to Provincial Treasury on 01 September 2023. Provincial Treasury did an extensive assessment of the Annual Report. This assessment report was also discussed by the committee on 07 December 2023.

This report confirmed that GRDM's annual report has been compiled in compliance with all relevant legislation, including MFMA Circular 63. Provincial Treasury further commended the Municipality in its exceptional innovations of the past few years.

Provincial Treasury raised two issues that the Municipality should address before making the report final. These are:

1. The 2021/22 Audit findings have not been included. The 2022/23 audit is still in progress and once concluded the findings should be included in the Final 2022/23 Annual Report.
2. The Municipality included information related to B-BBEE compliance in terms of suppliers/enterprises and employee occupational levels and Council. The Annual Report should contain a heading titled "B-BBEE Compliance Performance Information" complete with sub-headings also disclosing information relating to the following elements: Management Control, Skills Development, Enterprise, and Supplier Development; Socio-economic Development.

The above issues have been catered for in the final report. The Audit has now been concluded and the AGSA report is part of the Annual Report. This report was also presented to MPAC by the Office of the Auditor General on 07 December 2023.

The issue of BBEE that is reported as partially implemented, should be fully implemented in 2024 Annual Report.



Section 2.1 of the Provincial Report deals with compliance of the Annual Report with relevant legislation. There were no findings regarding to non-compliance with Legislation, as far as the annual report is concerned. Provincial Treasury Confirmed that the Municipality complied with all relevant legislations.

The conclusion of the Provincial Assessment is that the GRDM Annual Report is compliant with the legislative requirements as per MFMA Section 75, 121 and 127. It is recommended that the Municipality incorporate the above-mentioned aspects (see section 2.1 and 2.2) to improve the quality of the annual report. The Municipality has indicated reasons for underperformance and the corrective measures for all targets that were not achieved. These are noted and should serve to improve performance in the 2023/24 financial year provided that:

- targets are set at levels that are realistic and take past performance into consideration.
- the Municipality addresses the risks and challenges highlighted in section 3.2 of the Provincial Treasury Assessment Report

The Final Annual Report, with all its components, was discussed on 07 December 2023. We would like to commend the administration for being able to compile the final set of the Annual Report with all the chapters and Annexures that are required in terms of section 127 of MFMA. The final report from the Office of the Auditor General was received on Thursday, 30 November 2023. The MPAC members were informed that the Special Council Meeting to deal with the oversight report was scheduled to take place on 12 December 2023. This meant that the administration and MPAC had to work under very tremendous pressure to ensure that the whole process is completed by before that meeting and to allow for the inclusion of this report in the Council agenda.

## **7.2 AGSA Audit Report**

The Office of the Auditor General presented their report to the Committee on 07 December 2023. The committee would like, again, to congratulate Management and Political leadership for maintaining a Clean Audit.

The report of the Auditor General did not raise any material findings on the Municipality. However, there are three issues that the auditor would like to bring to the attention of the Council.

These issues are

### **Material impairments – receivables from exchange transactions**

As disclosed in note 8 to the financial statements, receivables from exchange transactions were significantly impaired. The impairment allowance was R 46 817 805 versus R39 715 379 for 2021 financial year.

90% of this impairment relates to Fire Services Accounts which are not collectable. This has been the case for quite a number of years. Management must continue explore possible ways to collect the fire accounts.

Given the Financial Status of this Municipality, Management is encouraged to find ways to decrease the debtor's impairment provision and ensure that there are effective controls in place and also ensure that debt owed to the municipality is recovered. The accounts should be handed over for legal steps in line with Council policy.

The municipality is heavily dependent on equitable share allocation and neglecting to collect the little that it can receive from its debtors might be disastrous in the long run.

This impairment is always part of this oversight report, and it seems that these fire accounts are not always collectable. Management is urged again to look at possible collection methods for fire accounts.

### **Property Dispute With Knysna Municipality**

In terms of property disputes with Knysna Municipality, Management and Council is urged to prioritise the discussion between the two municipalities to speedily address the issue of ownership of these properties.

### **Restatement of corresponding figures**

As disclosed in note 38 to the financial statements, the corresponding figures for 30 June 2022 were restated as a result of errors in the financial statements of the municipality at, and for the year ended, 30 June 2023.

The Municipality should develop controls to minimize the misstatements on the AFS. This should form part of the Audit Action Plan that will be minimize the errors.

## **7.3    Audit Committee Report**

On 07 December 2023, the Audit Committee presented its report, that is part of the Annual Report. Council should also consider the extensive issues raised in that report. The Committee has also considered the APAC report when writing this oversight report.

## **7.4 General Matters**

### **Financial Viability**

The Municipality is assessed as a going concern. The going concern concept is a fundamental principle of accounting. It assumes that during and beyond the next fiscal period an institution will complete its current plans, use its existing assets, and continue to meet its financial obligations.

The Municipality should continue to find ways of exploring alternative revenue sources as.

The Municipality should continue to leverage on its asset base, especially properties, to ensure that they generate the required revenue. The progress on the Regional Landfill site and the leasing of Kleinkrans Property is noted.

The other projects that should be prioritised are:

- ☐ Municipal Resorts
- ☐ Alternative Energy Initiatives
- ☐ Fresh produce Market
- ☐ Student Accommodation

Council should closely monitor these projects, to ensure that they succeed.

### **Unauthorised Expenditure**

The municipality incurred unauthorised expenditure in the year under review, of R 2 901 362. This expenditure will be investigated by MAPC and detailed report, with recommendations will be submitted to council.

### **Irregular expenditure**

When the committee reviewed the Audited Annual Financial Statement, it noted an Irregular expenditure incurred during the year under review to the value of R16 286 529. This is a reduction when compared to R16.4m recorded in the prior year. The R 4 785 202 of the R 16 286 529 relates to contracts that were entered into in previous financial years. This relates to non-compliance with SCM regulation 29(c), the composition of the BAC. This expenditure relates to contracts that were declared irregular in 2019 financial year and therefore is not new discovery of irregular expenditure.

This expenditure will be investigated by MAPC and detailed report, with recommendations will be submitted to council.

### **Fruitless and wasteful expenditure**

The Municipality incurred fruitless and wasteful expenditure to the value of R 57 406. The value is immaterial; however it will be investigated by MPAC and a report will serve to council.

### **Performance Information**

There were no findings raised on performance information. The Municipality achieved 84% of its planned targets. This is a commendable achievement. The assessment done by Provincial Government on Performance Information also showed no material concerns and commended the municipality in this regard.

The progress on this action plan should be closely monitored and reported to MPAC and APAC.

In conclusion, the Chairperson of MPAC wishes to thank MPAC members, Management and Council for their support and ensuring that the work of this committee is not hindered and can be transparently addressed. The Council, Chairpersons of different Section 80 & 79 Committees, the Audit Committee members, Management, all officials and fellow MPAC Members are congratulated again on achieving the Clean Audit. This remains a significant achievement.

#### **6.3 Financial Implications**

None

#### **6.4 Legal Implications**

No Compliance to MFMA Circular 63

#### **6.5 Staff Implications**

None

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

There are no previous or relevant Council resolutions related to this matter.

**6.7 Risk Implications**

Failure to adopt or not adopt may result to no compliance MFMA Circular 63.

## Report of the auditor-general to the Western Cape Provincial Parliament and the council on the Garden Route District Municipality

### Report on the audit of the financial statements

#### Opinion

1. I have audited the financial statements of the Garden Route District Municipality set out on pages 6 to 94, which comprise the statement of financial position as at 30 June 2023, statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Garden Route District Municipality as at 30 June 2023 and its financial performance and cash flows for the year then ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2022 (Dora).

#### Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of the auditor-general for the audit of the financial statements section of my report.
4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

#### Restatement of corresponding figures

7. As disclosed in note 38 to the financial statements, the corresponding figures for 30 June 2022 were restated because of errors in the financial statements of the municipality at, and for the year ended, 30 June 2023.

### Material impairments – receivables from exchange transactions

8. As disclosed in note 8 to the financial statements, receivables from exchange transactions were impaired. The impairment allowance was R46 817 805 (2022: R39 715 379).

### Contingent liabilities

9. With reference to note 48.6 to the financial statements, the municipality is the defendant in a land-claim dispute with Knysna Municipality. The municipality is opposing the claim. The ultimate outcome of the matter could not be determined and no provision for any liability that may result was made in the financial statements.

### Other matters

10. I draw attention to the matters below. My opinion is not modified in respect of these matters.

### Unaudited supplementary schedules

11. The supplementary information set out on pages 95 to 103 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, do not express an opinion on them.

### Unaudited disclosure notes

12. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

### Responsibilities of the accounting officer for the financial statements

13. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.
14. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern; disclosing, as applicable, matters relating to going concern; and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

### Responsibilities of the auditor-general for the audit of the financial statements

15. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect



a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

16. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

### Report on the audit of the annual performance report

17. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I must audit and report on the usefulness and reliability of the reported performance against predetermined objectives for the selected objective presented in the annual performance report. The accounting officer is responsible for the preparation of the annual performance report.
18. I selected the following objective presented in the annual performance report for the year ended 30 June 2023 for auditing. I selected an objective that measures the municipality's performance on its primary mandated functions and that is of significant national, community or public interest.

Objective	Page number	Purpose
Bulk infrastructure coordination	12	The objective focuses on road infrastructure management which is of significant community interest as residents travel on roads daily and many businesses require good quality roads to perform their services and move their goods

19. I evaluated the reported performance information for the selected objective against the criteria developed from the performance management and reporting framework, as defined in the general notice. When an annual performance report is prepared using these criteria, it provides useful and reliable information and insights to users on the municipality's planning and delivery on its mandate and objectives.
20. I performed procedures to test whether:
- the indicators used for planning and reporting on performance can be linked directly to the municipality's mandate and the achievement of its planned objectives
  - the indicators are well defined to ensure that they are easy to understand and can be applied consistently, as well as verifiable so that I can confirm the methods and processes to be used for measuring achievements
  - the targets can be linked directly to the achievement of the indicators and are specific, time bound and measurable to ensure that it is easy to understand what should be delivered and by when, the required level of performance as well as how performance will be evaluated

- the indicators and targets reported on in the annual performance report are the same as those committed to in the approved initial or revised planning documents
  - the reported performance information is presented in the annual performance report in the prescribed manner
  - there is adequate supporting evidence for the achievements reported and for the measures taken to improve performance.
21. I performed the procedures for the purpose of reporting material findings only; and not to express an assurance opinion or conclusion.
22. I did not identify any material findings on the reported performance information for the selected objective.

### Other matters

23. I draw attention to the matters below.

### Achievement of planned targets

24. The annual performance report includes information on reported achievements against planned targets and provides explanations for over or underachievement.

### Report on compliance with legislation

25. In accordance with the PAA and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial management and other related matters. The accounting officer is responsible for the municipality's compliance with legislation.
26. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.
27. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the municipality, clear to allow consistent measurement and evaluation, while also sufficiently detailed and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.
28. I did not identify any material non-compliance with the selected legislative requirements.

### Other information in the annual report

29. The accounting officer is responsible for the other information included in the annual report. The other information referred to does not include the financial statements, the auditor's report

and the selected objective presented in the annual performance report that have been specifically reported on in this auditor's report.

30. My opinion on the financial statements, the report on the audit of the annual performance report and the report on compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.
31. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements and the selected objective presented in the annual performance report or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
32. I did not receive all the other information prior to the date of this report. When I do receive and read this information, if I conclude that there is a material misstatement therein, I am required to communicate the matters to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to report on it in the auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

#### Internal control deficiencies

33. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.
34. I did not identify any significant deficiencies in internal control.

*Auditor-General*

Cape Town

30 November 2023



AUDITOR-GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*

## Annexure to the auditor's report

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

### Auditor-general's responsibility for the audit

#### Professional judgement and professional scepticism

As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for the selected objective and on the municipality's compliance with selected requirements in key legislation.

#### Financial statements

In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made
- conclude on the appropriateness of the use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

**Communication with those charged with governance**

I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.



## Compliance with legislation – selected legislative requirements

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Construction Industry Development Board Act 38 of 2000	Section 18(1)
Construction Industry Development Board Regulations	Regulations 17, 25(7A)
Municipal Finance Management Act 56 of 2003	<p>Section 1 – paragraph (a), (b) &amp; (d) of the definition: irregular expenditure</p> <p>Section 1 – definition: service delivery and budget implementation plan</p> <p>Sections 11(1), 13(2), 14(1), 14(2)(a), 14(2)(b), 15, 24(2)(c)(iv), 29(1)</p> <p>Sections 29(2)(b), 32(2), 32(2)(a), 32(2)(a)(i), 32(2)(a)(ii), 32(2)(b), 32(6)(a)</p> <p>Sections 32(7), 53(1)(c)(ii), 54(1)(c), 62(1)(d), 62(1)(f)(i), 62(1)(f)(ii)</p> <p>Sections 62(1)(f)(iii), 63(1)(a), 63(2)(a), 63(2)(c), 64(2)(b), 64(2)(c), 64(2)(e)</p> <p>Sections 64(2)(f), 64(2)(g), 65(2)(a), 65(2)(b), 65(2)(e), 72(1)(a)(ii), 112(1)(j)</p> <p>Sections 116(2)(b), 116(2)(c)(ii), 117, 122(1), 122(2), 126(1)(a), 126(1)(b)</p> <p>Sections 127(2), 127(5)(a)(i), 127(5)(a)(ii), 129(1), 129(3), 133(1)(a)</p> <p>Sections 133(1)(c)(i), 133(1)(c)(ii), 170, 171(4)(a), 171(4)(b)</p>
MFMA: Municipal Budget and Reporting Regulations, 2009	Regulations 71(1), 71(2), 72
MFMA: Municipal Investment Regulations, 2005	Regulations 3(1)(a), 3(3), 6, 7, 12(2), 12(3)
MFMA: Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014	Regulations 5(4), 6(8)(a), 6(8)(b), 10(1)
MFMA: Municipal Supply Chain Management Regulations, 2005	<p>Regulations 5, 12(1)(c), 12(3), 13(b), 13(c), 13(c)(i), 16(a), 17(1)(a), 17(1)(b)</p> <p>Regulations 17(1)(c), 19(a), 21(b), 22(1)(b)(i), 22(2), 27(2)(a), 27(2)(e)</p> <p>Regulations 28(1)(a)(i), 28(1)(a)(ii), 29(1)(a) and (b), 29(5)(a)(ii), 29(5)(b)(ii)</p> <p>Regulations 32, 36(1), 36(1)(a), 38(1)(c), 38(1)(d)(ii), 38(1)(e), 38(1)(g)(i)</p> <p>Regulations 38(1)(g)(ii), 38(1)(g)(iii), 43, 44, 46(2)(e), 46(2)(f)</p>

Legislation	Sections or regulations
Municipal Systems Act 32 of 2000	Sections 25(1), 26(a), 26(c), 26(h), 26(i), 27(1), 29(1)(b)(ii), 29(2)(a) Sections 29(2)(c), 34(a), 34(b), 38(a), 41(1)(a), 41(1)(b), 41(1)(c)(ii), 42 Sections 43(2), 56(a), 57(2)(a), 57(4B), 57(6)(a), 66(1)(a), 66(1)(b) Sections 67(1)(d), 74(1), 93J(1), 96(b)
MSA: Municipal Planning and performance Management Regulations, 2001	Regulations 2(1)(e), 2(3)(a), 3(3), 3(4)(b), 3(5)(a), 7(1), 8, 9(1)(a), 10(a) Regulations 12(1), 15(1)(a)(i), 15(1)(a)(ii)
MSA: Municipal Performance Regulations for Municipal Managers and Managers directly Accountable to Municipal Managers, 2006	Regulations 2(3)(a), 4(4)(b), 8(1), 8(2), 8(3)
MSA: Regulations on Appointment and Conditions of Employment of Senior Managers, 2014	Regulations 17(2), 36(1)(a)
MSA: Disciplinary Regulations for Senior Managers, 2011	Regulations 5(2), 5(3), 5(6), 8(4)
Preferential Procurement Policy Framework Act 5 of 2000	Sections 2(1)(a), 2(1)(f)
Preferential Procurement Regulations, 2017	Regulations 4(1), 4(2), 5(1), 5(3), 5(6), 5(7), 6(1), 6(2), 6(3), 6(6), 6(8), 7(1) Regulations 7(2), 7(3), 7(6), 7(8), 8(2), 8(5), 9(1), 10(1), 10(2), 11(1), 11(2)
Preferential Procurement Regulations, 2022	Regulations 4(1), 4(2), 4(3), 4(4), 5(1), 5(2), 5(3), 5(4)
Prevention and Combating of Corrupt Activities Act 12 of 2004	Section 34(1)

1. **MPAC REPORT ON THE 2021/2022 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE / MPRK VERSLAG RAKENDE DIE 2021/2022 ONREËLMATIGE, ONGEMAGTIGDE EN VRUGTELOSE UITGAWES / MPAC INGXELO NOMTHETHO, INKCITHO ENGAVUMELEKANGA KUNYE NENCITHO ENGENANGENISO KUNYE NENELAHLEKO KUNYAKA 2021/22**

(4/1/2/4/1)

**REPORT FROM THE CHAIRPERSON OF MPAC (CLLR D ACKER)**

2. **PURPOSE**

To provide Council with a report on Irregular, Unauthorized as well as Fruitless and Wasteful Expenditure that were identified in 2021/22 financial year for write-off.

3. **DELEGATED AUTHORITY**

District Council

4. **EXECUTIVE SUMMARY**

MPAC is an oversight committee of Council that is cautious not to interfere in the administrative processes of a municipality; they generally rely on reports submitted to it by the administration to execute its duties and functions. It is from these reports that it will provide its recommendations.

As part of the MPAC oversight, we probe matters relating to unauthorised, irregular, fruitless, and wasteful expenditure that has been identified. The aspect of these reports is dealt with from both a financial and non-financial point of view.

5. **RECOMMENDATIONS**

1. That the Council take note of the content of the report.
2. That Council write-off the Irregular Expenditure amounting to R19 751 778.
3. That Council continue recovering the irregular expenditure of R101 208.



## AANBEVELINGS

1. *Dat die Komitee kennis neem van die inhoud van die verslag.*
2. *Dat die Raad die Onreëlmatigde Uitgawes ten bedrae van R19 751 778, afskryf.*
3. *Dat die Raad voortgaan om die Onreëlmatige uitgawes van R101 208 te verhaal.*

## IZINDULULO

1. Sesokuba iKomiti lithathele ingqalelo okuqulethwe yingxelo.
2. Sesokuba iBhunga liyicime iNkcitho eNgagunyaziswanga efikelela kwi-R19 751 778.
3. Sesokuba iBhunga liqhubeke nokubuyisela inkcitho engafanelekanga ye-R101 208.

## 6. DISCUSSION / CONTENTS

### 6.1 Background

The abovementioned types of expenditures are defined in the Local Government: Municipal Finance Management Act (MFMA) as follows:

**“fruitless and wasteful expenditure”**, means expenditure that was made in vain and would have been avoided had reasonable care been exercised,

**“unauthorised expenditure”**, in relation to a municipality, means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3), and includes —

- a) overspending of the total amount appropriated in the municipality's approved budget,
- b) overspending of the total amount appropriated for a vote in the approved budget,
- c) expenditure from a vote unrelated to the department or functional area covered by the vote,
- d) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose,

- e) spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of "allocation" otherwise than in accordance with any conditions of the allocation; or
- f) a grant by the municipality otherwise than in accordance with this Act.

AND

"**irregular expenditure**", in relation to a municipality or municipal entity, means—

- (a) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of this Act, and which has not been condoned in terms of section 170;
- (b) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act, and which has not been condoned in terms of that Act;
- (c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or
- (d) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy, and which has not been condoned in terms of such policy or by-law,

*In terms of **section 32 (1) (a) (b) (c)**, without limiting liability in terms of the common law or other legislation-*

- (a) *political office-bearer of a municipality is liable for unauthorised expenditure if that office-bearer knowingly or after having been advised by the accounting officer of the municipality that the expenditure is likely to result in unauthorised expenditure, instructed an official of the municipality to incur the expenditure,*
- (b) *the accounting officer is liable for unauthorised expenditure deliberately or negligently incurred by the accounting officer, subject to subsection (3),*
- (c) *any political office-bearer or official of a municipality, who deliberately or negligently committed, made, or authorised an irregular expenditure, is liable for that expenditure; or*

- (d) any political office-bearer or official of a municipality who deliberately or negligently made or authorised a fruitless and wasteful expenditure is liable for that expenditure.

In terms of **section 32(b)**, a municipality must recover unauthorised, irregular, or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure is, after investigation by a Council committee, certified by the Council as irrecoverable and written-off by the Council.

## 6.2 Discussion

The municipality did not incur any Unauthorized, Fruitless and Wasteful Expenditure for the 2021/22 financial year. The administration is commended for that. There was, however, Irregular Expenditure incurred, of R 19 852 986. This irregular expenditure is depicted in the table below as follows:

Description	2022 R	2021 R
Opening balance	32 721 262	63 969 981
Irregular expenditure current year	16 401 746	22 261 649
Irregular expenditure – prior year	3 350 032	
Overpayment of a Councilor	101 208	107 208
Irregular expenditure recovered	(6 000)	
Irregular expenditure written-off as irrecoverable supported by Council i.t.o Sec 32 of MFMA	(32 614 054)	(53 617 575)
<b>TOTAL</b>	<b>19 852 986</b>	<b>32 721 262</b>

Subsequent to the issue of final audited outcomes for the two previous years, the Accounting Officer referred all of the above expenditures to the Internal Audit Section. The purpose of the referral was for an independent evaluation and to advise the Accounting Officer on whether there was any deliberate or negligence in incurring such expenses. The Internal Audit reports were presented to the Municipal Manager, MPAC and the Audit Committee. Further to that, the Office of the Municipal Manager also made a presentation to MPAC on actions taken in addressing these expenditures.

The R19 852 986 of Irregular Expenditure is broken down as follows:

No.	Description	Amount
A	Non Compliance to SCM Reg 29(2) Composition of the BAC (on going contracts)	14 559 550
B	Overpayment of a Councillor	101 208
C	Vesta/Phoenix up to 2020/21 not disclosed before, concluded in May 2022	3 350 032
D	CIDB and PPPFA Non-compliance – COMAFS 2021/22	1 842 196
		<b>19 852 986</b>

**A. SCM Reg 29(2) Composition of the Bid Adjudication Committee (R14 559 550)**

For the 2018/19 statutory audit, the Office of the Auditor General's technical department issued a clarification regarding the interpretation and application of SCM Regulation 29(2) regarding the composition of the Bid Adjudication Committee (BAC). Membership of the committee requires, amongst others, the CFO, as well as a Senior SCM Practitioner.

In the past, due to capacity constraints, the CFO was regarded to also fulfill the requirement of the Senior SCM Practitioner. However, the current clarification stated that these must be two different officials. It was therefore concluded that the BAC was not constituted as per Regulation 29(2) and this non-compliance results in all formal tenders awarded by the BAC to be considered to be irregular expenditure.

This non-compliance did not result in any loss to Council as the award would not have been granted to a different bidder. The Manager: SCM attended the BAC meetings in an advisory capacity, the irregular expenditure is purely because the Manager: SCM should have been a formal member of the BAC, not only an advisor. The Municipal Manager has since formally appointed the Manager: SCM as a member of the BAC.

The expenditure of these multi-year tenders was reported to MPAC in the previous year; and subsequently written off by Council as there was no evidence that these were due to negligent or deliberate action by any official. This is to report expenditure incurred in the 2021/22 financial year as the municipality could not resolve itself from these legally binding contracts.

When you compare the current expenditure with the previous year, it can be noted that the amount has significantly decreased, from R22 261 649 to R14 559 550. Once all these contracts come to an end, this irregular expenditure will also come to an end.

## **B. Overpayment of a Councillor (R101 208)**

This debt is as a result of proper communication that was not relayed to the finance salary section regarding the change in the status of a Councillor, which had a direct impact on his remuneration. The finance department continued to pay him as a Chairperson of a Section 80 Committee. Upon realization, the irregular expenditure had amounted to approximately R164 213.

Finance managed to claim back a portion from SARS (R50 000) and credited it against the debt. Management further engaged the Councillor and an agreement to pay R500 (FIVE HUNDRED RANDS) monthly was entered into between the parties for the repayment of the debt. This irregular expenditure will remain in the books of the municipality until the debt has been fully paid.

## **C. Vesta/Phoenix up to 2020/21 (R3 350 032)**

GRDM entered into a contract with Vesta Technical Services (PTY) Ltd through a transversal tender that was procured by National Treasury on behalf of all municipalities to ensure transition to the MSCOA reforms – RT25-2016.

Paragraph 15 of RT25-2016 states the following regarding the **duration of the contract**:

- 15.1 *The duration of contract RT25-2016 shall be for a period of 36 months commencing on 1 June 2016 to 31 May 2019.*
- 15.2 *The duration of the service level agreement (SLA) entered into by and between the successful bidder and a municipality will be for a period not exceeding 60 (sixty) months from date of signing the service level agreement subject to the provisions of Section 33 of the MFMA."*

The municipality entered into a 3-year contract with Vesta, effective 01 July 2017 – 30 June 2020 with the option to extend but not exceeding the initial 60 (sixty) months. Before the contract expired, an item served at Council, requesting approval to extend the contract (as provided for in the original contract). Approval was granted on 30 June 2020 for the extension of the contract. Thereafter, the municipality underwent a public participation process as per section 116 of the MFMA.

The approval of the addendum to the contract, as evidenced by the respective parties' signatures, was on 27 and 28 July 2020. Therefore, the approval of the addendum was after the date of contract expiry.

Clause 24.2 of the Municipal Service Level Agreement states that no amendment of the agreement shall be binding "*unless recorded in a written document signed by the Parties*". The Office of the Auditor General said this then constitutes a new contract or a re-instatement of the expired contract, and not a continuation of the same, as the latter reached its end of life on 30 June 2020.

This was classified as non-compliance with Regulation 19(a) and 32(1) of the MFMA SCM regulation.

#### **D. CIDB and PPPFA Non-compliance – COMAFS 2021/22 (R1 842 196)**

During the testing of procurement and contract management testing, it was established that tender number GRDM/33/21-22 relating to “*phase 2 of the installation of new thatch tile roofing at the municipality’s Calitzdorp Hotsprings*” was awarded to a Joint Venture entered into between Bundu Dakke WC (Pty) Ltd and Cool Makers Trading (Pty) Ltd.

The project specifications meet the definition of construction works as it relates to the installation of a fixed asset as per section 1 of the CIDB Act. Consequently, the CIDB regulations apply to the award.

It was established that the individual entity, Cool Makers Trading (Pty) Ltd was registered with the CIDB at a grading 4GB PE; however, Bundu Dakke WC (Pty) Ltd was not registered with the CIDB. The joint venture awarded was also not registered with the CIDB. The award results in non-compliance with both section 18(1) of the CIDB Act as well as CIDB Regulation 25(5).

#### **Conclusion on the assessment of negligent or deliberate action?**

From the review of the transactions and the explanations above, MPAC did not find any deliberate actions that constituted to the irregular expenditure and the following points are noted and this is also in line with the conclusion of the Internal Audit Investigation:

- With respect to the SCM Reg 29(2) Composition of the Bid Adjudication Committee; Council did receive value for their money and no fraudulent activity took place, the irregularity is simply a matter of change in the interpretation of law.
- The overpayment of the Councillor was as a result of poor communication, but management has since instituted formalized communication protocols to ensure that this does not reoccur in the future, the debt is being collected and should continue until fully paid.
- The Vesta/ Phoenix – The municipality had embarked on a digital transformation project to look at how to integrate all its systems. Currently most of the systems are not integrating leading to problems when events such as preparation of financial statements have to be performed. The municipality did not want to commit itself to a new system up until the recommendations of the digital transformation project had been received.
- Bundu Dakke – it was a matter of interpretation; it was not clear at the time of the award that both Suppliers under the joint venture had to be registered with the CIDB. The municipality satisfied itself with the fact that the main contractor was registered. The contract with the supplier has however, ended and the municipality received value for the money spent on the contract.

MPAC reviewed the Internal Audit Report and also resolved to recommend to council that the above expenditure be written off.

**6.3 Financial Implications**

Irregular expenditure of R19 852 986

**6.4 Legal Implications**

- Municipal Finance Management Act No. 56 of 2003
- Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings

**6.5 Staff Implications**

None

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

Non-compliance with the MFMA

**BACK TO AGENDA**

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

**REFER REPORT FROM THE EXECUTIVE MANAGER FINANCIAL SERVICES: R BOSHOF**

**2 PURPOSE**

To inform the Council of the deviations approved for the period 1 November 2023 to 30 November 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 November 2023.

**5. RECOMMENDATIONS**

1. That the implementation of Regulation 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 November 2023 to 30 November 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 November 2023 tot 30 November 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 1 ngeyeNkanga 2023 ukuya 30 ngeyeNkanga 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

Regulation 36 of the Municipal Supply Chain Regulation states:

- 2) *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.*
- 3) *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 November 2023 to 30 November 2023 amounts to **R 443 160.10**. Refer to **Annexure A**.

### 6.4 Legal Implications

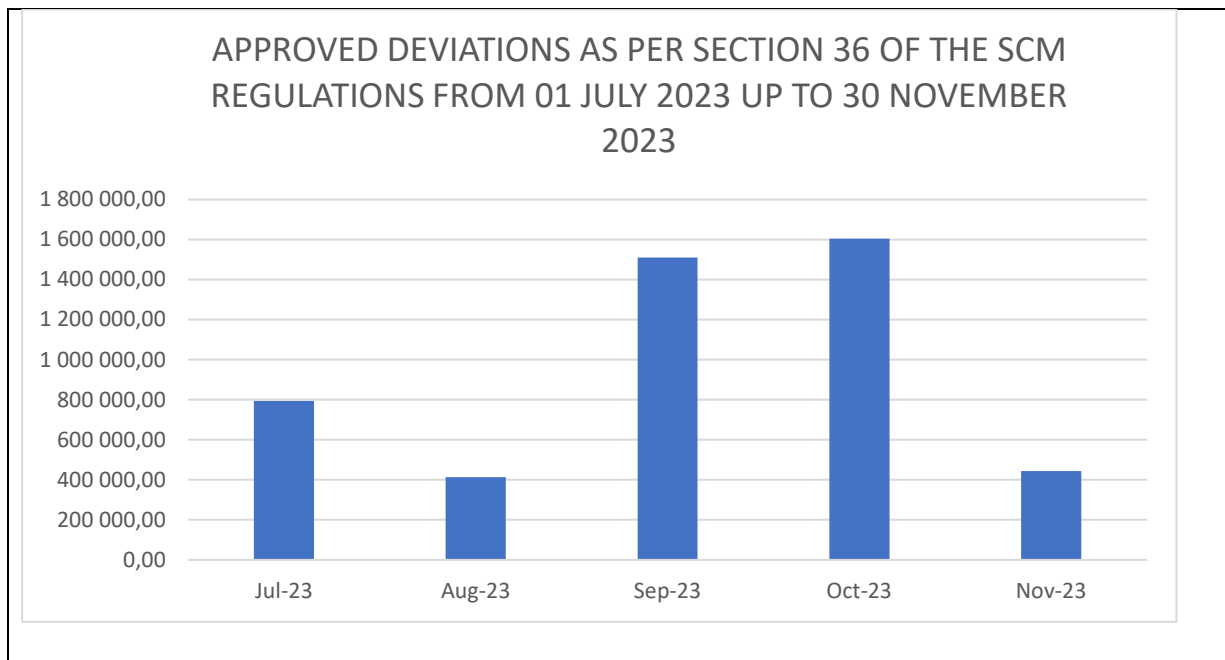
None

#### Main Expenditure for Deviation in November 2023

- Supply of Fuel (Diesel) -Sentraal - Suid Kooperasie Beperk (SSK) **R302 209.00**

#### Trend Analysis Based on Successive Period from 1 July 2023 up to 30 November 2023 Comparison

APPROVED DEVIATIONS					
DEVIATIONS AS PER SECTION 36 OF THE SCM REGULATIONS					
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23
Department	Amount	Amount	Amount	Amount	Amount
Community Services	106 892,50	0,00	0,00	7 259,13	3 477,60
Corporate Services	0,00	10 822,50	61 927,50	85 354,86	0,00
Financial Services	0,00	10 328,20	24 534,68	10 382,20	0,00
Office of the MM	48 001,51	272 910,85	22 911,45	104 194,50	28 234,50
Planning and Economic Development	32 324,00	7 509,50	41 700,00	5 000,00	0,00
Roads and Transport Planning Services	601 206,28	111 337,02	1 359 079,82	1 393 027,00	411 448,00
<b>Total Deviations</b>	<b>788 424,29</b>	<b>412 908,07</b>	<b>1 510 153,45</b>	<b>1 605 217,69</b>	<b>443 160,10</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**

None

Nov-23								
APPROVED DEVIATIONS								
DEVIATIONS AS PER SECTION 36 OF THE SCM REGULATIONS								
COMMUNITY SERVICES								
No	Reference No	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amount	Order Number
1	2944265	Working on Fire	2023-11-02	Emergency	This Fire Incident occurred in the Matjiesrivier Mountainous area, northwest of Oudtshoorn and required additional ground crew resources as vehicles were not able to access all areas. The Working on Fire ground crew resources were utilised as additional ground forces to ensure this fire is contained and extinguished that also ensured no adverse spread of fire.	2023-11-16	3 477,60	G0002093
OFFICE OF THE MUNICIPAL MANAGER								
No	Reference No	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amount	Order Number
2	2972628	Bans Attorneys	2023-11-27	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.	2023-11-28	28 234,50	G0002316

ROADS AND TRANSPORT PLANNING SERVICES								
No	Reference No	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amount	Order Number
3	2946945	SSK - Heidelberg (Western Cape)	2023-11-06	Impractical Procurement Process	TTM Trading, service provider appointed through SCM process is unable to deliver fuel as per contract. SSK is the only supplier in town with whom Council has a credit facility to procure such quantities of fuel and is willing to provide quantities required for the yellow fleet. without fuel Council is not able to perform its functions in terms of road works repairs and maintenance.	2023-11-06	299 880,00	G0001902
4	2950083	Aviostar (Pty) Ltd	2023-11-08	Impractical Procurement Process	The number of people attending the conference will cost more than R30 000 for 3 days meals.	2023-11-09	73 705,00	G0002016
5	2948475	Cobra Transport	2023-11-08	Impractical Procurement Process	PetroSA delivery service providers tankers are incompatible with the GRDM trucks and trailers. Cobra who are compatible with GRDM fleet is currently not on their databases. GRDM is running low on fuel and need delivery soonest.	2023-11-09	8 050,00	G0001977
6	2957461	VSV Plant hire	2023-11-14	Impractical Procurement Process	The excavator in which the breaker will be fitted on belongs to VSV Plant hire and we already have a running order for the excavator.	2023-11-16	27 484,00	G0002183
7	2906596	SSK - Heidelberg (Western Cape)	2023-11-23	Impractical Procurement Process	TTM Trading, service provider appointed through SCM process is unable to deliver fuel as per contract. SSK is the only supplier in town with whom Council has a credit facility to procure such quantities of fuel and is willing to provide quantities required for the yellow fleet. without fuel Council is not able to perform its functions in terms of road works repairs and maintenance.	2023-11-29	2 329,00	G0002292
TOTAL							443 160,10	

1. **REPORT ON THE SKILLS AUDIT FOR THE ORGANISATION IN COMPLIANCE WITH THE MUNICIPAL STAFFING REGULATIONS FOR THE GARDEN ROUTE DISTRICT MUNICIPALITY (GRDM) / VERSLAG RAKENDE DIE VAARDIGHEIDSOUDIT VIR DIE ORGANISASIE IN LYN MET DIE MUNISIPALE PERSONEEL REGULASIES VIR DIE GARDEN ROUTE DISTRICT MUNISIIPALITEIT (GRDM) / INGXELO MALUNGA NOPHICOTHU LWEZAKHONO ZEBHUNGA NGOKUTHOBELA IMITHETHO YOLAWULO YABASEBENZI BOMASIPALA KUMASIPALA WESITHILI SE GARDEN ROUTE**

**(9/4/4/1)**

**REPORT FROM THE EXECUTIVE MANAGER: CORPORATE SERVICES (MS B HOLTZHAUSEN) /  
MANAGER: HUMAN RESOURCES (M SMIT)**

## **2 PURPOSE**

The purpose of the report is to inform Council on the skills audit for the Organisation in compliance with the Municipal Staffing Regulations.

## **3. DELEGATED AUTHORITY**

Council

## **4. EXECUTIVE SUMMARY**

Each employee is obligated to complete a Personal Development plan which identifies the Skills gaps. These gaps are translated in training interventions which, together with the Departmental training needs culminates in the Organisation Training plan, also known as the Workplace skills plan.

## **5. RECOMMENDATION**

That Council takes note of the report.

## **AANBEVELING**

*Dat die Raad kennis neem van die verslag;*

## IZINDULULO

Sesokuba iBhunga lithathela ingqalelo ingxelo.

## 6. DISCUSSION / CONTENTS

### 6.1 Background

The Municipal Staff Regulations were promulgated by the Department of Corporate Governance and Traditional affairs as per Government Gazette, NO: 45181 dated 20 September 2021, with the aim to address the following:

- Create a career local public administration that is fair, efficient, effective and transparent;
- Create a development oriented local public administration governed by good human resource management and career development practices;
- Ensure an accountable local public administration that is responsive to the needs of local communities;
- Ensure that high standards of professional ethics are fostered within local government;
- Strengthen the capacity of municipalities to perform their functions through recruitment and appointment of suitably qualified and competent persons;
- Establish a coherent HR governance regime that will ensure adequate checks and balances, including enforcement of compliance with the legislation.

The Municipal Staff Regulations: Local Government: Municipal Systems Act (Act No 32 of 2000) Chapter 5: Skills Development, Staff Skills Audit Section 48(1) (2021, page 39) states that:

*"A municipality must conduct a skills analysis using programmes or systems determined by the Minister to ascertain the skills needs of staff members in respect of their current roles."*

To this end the Cooperative of Traditional Affairs (COGTA) introduced the GapSkills / Skills Audit system for municipalities to comply with this legislation.

The GAPSKILL/Skills Audit System for local was developed as a response to the Cabinet Lekgotla resolutions of 2007 as a collaboration effort between the Department of Local Government, SALGA, LGSETA, SAMWU and IMATU. The Department of Cooperative Governance and Traditional Affairs (DCOG) was, consequentially mandated to conduct skills audit in local government to create a pool of information on priority skills in the sector.

The GAPSKILL/Skills Audit System is a web-based skills audit tool designed to capture information of all municipal employees' personal information on individual competencies (a combination of skills, knowledge, and experiences) and match it with occupational post requirements. Skills gaps and competency requirements are identified during this process to prepare a Personal Development Plan (PDP) of individual staff which informs a realistic training intervention or development programme that prioritises the training needs of the municipality.

## **6.2 Discussion**

- 6.2.1 GRDM employees are obligated to complete Personal development plans which contains all their relevant skills information.
- 6.2.2 GRDM must adhere to the Regulations in terms of conducting a skills audit of all employees of the Organisation.
  - i) The following factors influence the need to conduct a skills audit:
    - Skills development must support the achievement of the municipality's goals set out in the Integrated Development Plan
    - Must be conducted once every five-years within 24 months from the election of the new council of a municipality (*Regulation 48(3) of Municipal Staff Regulations (2021)*).
    - Must be updated annually provided there is a change in an individual staff member's job function.
    - Must be conducted should an individual staff member acquire new qualifications or training and development programme.
  - ii) The Skills Audit process as part of capacity building and skills development in municipalities identified the following phases:
    - Data collection



- Data entry
- Management of Data
- Analyses of data
- Report writing

6.2.3 The skills audit questionnaire is used to capture individual municipal staff information, which consists of the following sections (hard copy attached: Annexure DPLG Skills Audit Questionnaire Amendedv5 (2)-1)

- General Information
- Employee Profile
- Educational Details
- Occupational Details
- Professional Body Membership
- Training and Development Activities
- Occupational Competency Assessment
- Occupational Constraints
- General

**Progress:**

The learning and development section commenced with the skills audit process in June 2023, where Memorandums were sent to the various departments for the completion of the Departmental Training plans and the completion of the Personal Development Plans of each department.

The following table below illustrates the submission of the departmental Training Plans and Personal Development Plans.

Department	Departmental Training Plans submitted to date
Corporate Services	In process

Community Services	In process
Financial Services	In process
Office of the Municipal Manager	In process
Planning and Economic Development	In process
Roads Department	Submitted (2023)

Department	Total Personal Development Plans Received:
Community Services	73
Corporate Services	22
Financial Services	5
Office of the Municipal Manager	6
Planning and Economic Development	4
Roads Department	6

Follow-ups with the departments will be conducted in order to ensure that all Departmental Training Plans and Personal Development Plans are collected and captured for the purpose of completing the Workplace Skills Plan due on 30 April 2024.

- **The process plan for completion of the Skills audit is as follows:**
- **The following dates are proposed.**

DATE	ITEM	AREA
18 January 2024	Consultation on WSP, Skills Analysis	Riversdal
25 January 2024	Consultation on WSP, Skills Analysis	Oudtshoorn
1 February 2024	Consultation on WSP, Skills Analysis	De Hoek

8 February 2024	Consultation on WSP, Skills Analysis	Calitzdorp
15 February 2024	Consultation on WSP, Skills Analysis	George
22 February 2024	Consultation on WSP, Skills Analysis	Plettenberg Bay and Knysna
29 February 2024	Consultation on WSP, Skills Analysis	Vic Bay and Swartvlei
07 March 2024	Consultation on WSP, Skills Analysis	Head Office

### 6.3 Financial Implications

Subsistence and Traveling (S & T) policy of Council

### 6.4 Legal Implications

GRDM is obligated to update the information on the GapSkills system as well as the Personal Development plans of Officials.

### 6.5 Staff Implications

Each staff member is compelled to complete a Skills Audit form and complete their profile on the GapSkills Program.

### 6.6 Previous / Relevant Council Resolutions:

N/A

### 6.7 Risk Implications

The Skills Audit process need to be completed in a two year timeframe from the 01<sup>st</sup> of July 2022. Failure to meet the deadline may result in a negative audit outcome.

### ANNEXURE

None

**BACK TO AGENDA**

**1. GARDEN ROUTE SKILLS MECCA LINKING TO THE GROWTH AND DEVELOPMENT STRATEGY OF GRDM: QUARTERLY PROGRESS REPORT /GARDEN ROUTE SKILLS MECCA BELYNING MET DIE GROEI EN ONTWIKKELINGSTRATEGIE: KWARTAALLIKSE VORDERINGSVERSLAG / INGXELO NGOKUQHUBEKA KWI GARDEN ROUTE SKILLS MECCA KWIKOTA-KWEYOMSINTSI 2023**

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

**2. PURPOSE**

The purpose of the report is to submit a progress report to Council on the alignment of the Garden Route Skills Mecca programme with the Growth and Development Strategy of GRDM.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Various projects of the Garden Route Skills Mecca aligns with the 7 pillars of the Growth and Development Strategy as approved by Council.

**5. RECOMMENDATIONS**

1. That Council takes note of the content of the report.
2. That Council approves the progress report on the alignment between the Garden Route Skills Mecca projects and the objectives of the Growth and Development Strategy of the Garden Route District Municipality.

**AANBEVELINGS**

1. *Dat die Raad kennis neem van die verslag.*
2. *Dat die Raad die vorderingsverslag rakende die belyding tussen die Garden Route Skills Mecca projekte en die doelwitte van die Groei en Ontwikkelingstrategie van die Garden Route Distriksmunisipaliteit goedkeur.*

**ISINDULULO**

## 6. DISCUSSION / CONTENTS

### 6.1 Background

The Garden Route Skills Mecca is a social economic model that strives to address unemployment, stimulate job creation and ultimately contribute towards positive economic growth in the Garden Route area, including all the B-municipalities.

See attached as **Annexure A** the updated table on funding applications submitted by the Garden Route Skills Mecca and funding received.

### 6.2 Discussion

Applications for funding amounted to R 99 442 462.00. An amount of R 62 091 636.00 was awarded. The total conversion rate is 62%.

In addition to that, an award letter to the amount of R 36 378 000.00 has been received from the National Skills Fund which would benefit 400 learners. The project will commence in the new year and progress reports will be submitted to Council. See **Annexure B**.

From the above, it is clear that there is a clear alignment between the Garden Route Skills Mecca projects and the Growth and Development Strategy of Garden Route District Municipality.

### 6.3 Financial Implications

Approved budget for Garden Route Skills for 2023/2024

### 6.4 Legal Implications

Local Government: Municipal Structures Act 117 of 1998

Local Government: Municipal Finance Management Act 56 of 2003

### 6.5 Staff Implications

Programme Manager of the Garden Route Skills Mecca appointed for a period of 18 months.

**6.6 Previous / Relevant Council Resolutions:**

Feedback on Garden Route Skills Mecca approved by Council for previous quarter activities.

**6.7 Risk Implications**

Capacity within the municipality to address the growing number of projects being added to the list.

**6.8 Annexure**

NSF Letter

Project Updates



higher education  
& training  
Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA



Enquiries: Mr KL Kgaphola, Tel: (012) 943 3234, Email: [kgaphola.k@dhet.gov.za](mailto:kgaphola.k@dhet.gov.za)

Mr M Stratu  
Municipal Manager  
**GARDEN ROUTE DISTRICT MUNICIPALITY**  
P O Box 12  
George  
6530

Email: [mm@gardenroute.gov.za](mailto:mm@gardenroute.gov.za)

Dear Mr M Stratu

**APPROVAL OF THE UNSOLICITED FUDING REQUEST FOR: GARDEN ROUTE DISTRICT MUNICIPALITY**

The Department of Higher Education and Training (the Department) through the National Skills Fund (NSF) would like to thank you for submitting your application in response to the NSF Strategic Framework.

The Department has approved the Garden Route District Municipality skills development funding to the value of **R 36 378 000. 00** to benefit **400** beneficiaries for a period of **31** months. The approved project budget breakdown is attached (**Annexure A**).

The skills development funding and approval is subject to the following conditions:

1. Garden Route District Municipality shall utilize the skills development funding in the Western Cape Province and focus on the following district:
  - 1.1 **Garden Route District 400 Beneficiaries**

Switchboard: +27 (0)12 943 3101

Pretoria: Ndinaye House, 178 Francis Baard Str, Pretoria CBD, Pretoria, 0002

Durban: Thekwini TVET College, Central Office, 262 D'Aintree Ave, Asherville, Berea, 4091

Western Cape: Golden Acre, 6th Floor, 09 Adderley Str, Cape Town, 8001

Eastern Cape: FNB Building, 4th Floor, Cnr Oxford & Union Str, East London, 5201

Postal Address: Private Bag X174, Pretoria, 0001

[www.nsf.gov.za](http://www.nsf.gov.za)

The parties (Garden Route District Municipality and the NSF) shall sign the Memorandum of Agreement with its annexures (MoA) within three (3) months of receipt of this approval letter, subject to compliance with condition 1 mentioned above.

2. Completion and submission of the attached Supplier Maintenance Form (**Annexure B**) by Garden Route District Municipality with the signed MoA within the above-mentioned timeframe of three (3) months;
3. Garden Route District Municipality is required to open an interest bearing and transactional project dedicated bank account, bearing the name "NSF- Garden Route District Municipality – Hospitality ERRP Project". The NSF will transfer funds into this account based on the funding needs indicated as per the Financial Quarterly Report and Garden Route District Municipality will use the said account for all the NSF project related transactions only (supporting evidence will be required for all transactions within the bank account);
4. Garden Route District Municipality must ensure that **2%** beneficiaries of the approved number of learners to be trained are persons with disabilities;
5. Garden Route District Municipality agrees to the NSF measuring the impact of the project during or/and post the contractual period; and
6. Garden Route District Municipality will be required to submit Quarterly and Annual Performance Information Reports including the supporting evidence during the duration of the programme. The NSF will engage with you shortly to finalise all the above conditions.

The following conditions should further be noted by Garden Route District Municipality:

1. Garden Route District Municipality is liable to inform NSF within fourteen (14) days after receiving the approval letter should there be changes, that can directly impact the project after the due diligence meeting,





2. Should the parties fail to sign the MoA within the above-stipulated timeframe, the skills development funding approval shall lapse in its entirety and Garden Route District Municipality shall not have claims or rights against the Department or NSF.
3. Garden Route District Municipality shall establish cooperatives from the number of beneficiaries that will be trained as part of the exit strategy.
4. The Supplier Maintenance Form attached must be completed and requires bank confirmation that the dedicated NSF project bank account for Garden Route District Municipality has been opened and must be signed and stamped by the relevant bank. This document must be submitted within fourteen (14) working of receipt of the approval letter – this shall allow for verification process to ensue whilst concluding MOA and its Annexures.
5. To draw down the first tranche payment as outlined in the approved project budget cash flow, kindly return the signed MoA with its Annexures, completed Supplier Maintenance Form with a formal letter from the Garden Route District Municipality, requesting payment of the first tranche. The letter will serve as Garden Route District Municipality first formal invoice for the project to the NSF.
6. The approval letter does not constitute a contract therefore all approved programmes should be implemented upon signing of the MOA between the Department and Garden Route District Municipality.

I take this opportunity to congratulate Garden Route District Municipality on the approval of the funding and look forward to a long, rewarding, and developmental relationship as we skill the nation.

Yours sincerely

**Dr SNP Sishi**

**Director-General: Higher Education and Training**

**Date:** 20 28 / 10 / 20



APPROVAL LETTER: APPROVAL OF THE DISCRETIONARY FUDING REQUEST FOR: GARDEN ROUTE DISTRICT MUNICIPALITY (HOSPITALITY ERRP PROGRAMME).

ANNEXURE A: GARDEN ROUTE DISTRICT MUNICIPALITY.

1. LEARNERSHIP PROGRAMMES  
1.1. GARDEN ROUTE DISTRICT (WP)

Budget Item	Sub-Budget Line Items	QTY	Unit Cost	Total Budget
<b>Learnerships (Learning Delivery):</b>				
<b>Professional Cookery L4 (184 credits) (200 beneficiaries)</b>				
1 Recruitment & Selection (R800.00)	Advertisements/Recruitment engagements Interviews Learner pre-assessments, Learners' placement, Learner Induction			
2 Tuition fees (R200.00 per credit x 184 credits)	<ul style="list-style-type: none"> <li>Mentorship, Host Employer Costs, etc.</li> <li>Facilitation</li> <li>Assessment</li> <li>Moderation</li> <li>Quality Assurance</li> <li>Learners Materials/Guides</li> <li>Assessment Materials/Guides</li> <li>Basic Tool kits for simulation and workplace training</li> <li>PPE</li> <li>Certification</li> </ul>	200	R37,600.00	R 7 520 000.00
3 Professional Cookery NQF L4	Stipend @ R2500 per month	200	R30 000.00	R 6 000 000.00
4 Sub-total 1		200		R 13 520 000.00

2. WORK INTERGRATED LEARNING

Budget Item	Sub-Budget Line Items	QTY	Unit Cost	Total Budget
<b>Hospitality/ Tourism Programmes WIL (100 beneficiaries)</b>				
1 Recruitment & Selection (R800.00)	Advertisements/Recruitment engagements Interviews Learner pre-assessments, Learners' placement, Learner Induction	200	R800.00	R 160 000.00
2 WIL (18 Months)	Stipend @ 5067.00 per month	200	R 99 000.00	R 19 800 000.00
3 Sub-total 2		200		R 19 960 000.00

3. Administration Costs

Sub-total 1-2		400		R 33 480 000.00
Project Management Fee	7.5% of sub-total 1 - 2			R 2 511 000.00
UIF	1% of Learnership Stipend	200	R 300.00	R 60 000.00
UIF	1% of WIL Stipend	200	R 990.00	R 198 000.00
COIDA	0.5% of Learnership Stipend	200	R 150.00	R 30 000.00
COIDA	0.5% of WIL Stipend	200	R 495.00	R 99 000.00
<b>Grand Total</b>	<b>All Inclusive Approved Project Cost</b>	<b>400</b>		<b>R 36 378 000.00</b>



## Skills Mecca Projects Update – Activated

#	Funder	Project/Programme	Applied	Awarded	GRSM Fees	Learners	Progress	Placed	Employed
1	SITA	ICT Data Interns	R 234 000,00	R 234 000,00	R -	6	Started 1 September	6	-
2	HWSETA	Home Based Care Personal Assistants	R 5 231 380,00	R 5 231 380,00	R 364 980,00	117	Final assessment in progress	117	1
3	EPWP	Skills Mecca Technicians	R 1 920 000,00	R 1 320 000,00	R -	12	Now in Year 2	12	-
4	EWSETA	Workplace Learning Development Practitioners	R 100 000,00	R 100 000,00	-	Above 12	Final assessment in progress	Above 12	-
5	NBI	Project Management Training	R 600 000,00	R 600 000,00	-	Above 12	RFQ Issued	Above 12	-
6	NSF	Tourism and Hospitality	R 41 228 802,00	R 30 491 911,00	R 2 041 395,00	400	Pending DHET DG	-	-
7	EWSETA/NBI	Renewable Energy Workshop Assistants	R 1 830 600,00	R 1 602 800,00	R 46 800,00	40	WIL in Progress	40	-
8	SASSETA	Patrol Officers	R 2 750 000,00	R 625 000,00	R -	120	Start 1 November	120	-
9	NBI	Solar PV Green Card Training	R 582 000,00	R 582 000,00	R -	30	RFQ Issued	-	-
10	NBI	SMMEs Business Support Development	R 240 000,00	R 240 000,00	-	30	Developing Selection Criteria	-	-
11	NBI	SMMEs Business Mentoring Support	R 720 000,00	R 72 000,00	-	6	RFQ Issued	-	-
12	NBI	SMMEs Workplace Mentor Training	R 300 000,00	R 300 000,00	-	30	RFQ Issued	-	-
13	DMR	Energy Efficiency Electricians	R 720 000,00	R 720 000,00	R -	4	Started 1 October	4	-
14	LGSETA	Water and Sanitation Practitioners	R 2 428 832,00	R 1 480 000,00	R -	74	Starting 1 October	74	-
15	LGSETA	Fire Fighters	R 966 400,00	R 754 000,00	R 400 000,00	20	Started 1 August	20	-
16	LGSETA	Electrician Apprenticeships	R 9 695 583,00	R 9 695 583,00	R -	48	Start 1 November	48	-
17	Services SETA	Knysna LED Programmes	R 10 486 214,00	R -	R -	270	Submitted for consideration	-	-
18	THRISANO	SAVE Construction	R 6 845 962,00	R 6 845 962,00	R -	59	Now in Year 2	165	-
19	SCC TVET	WIL Placements at GRDM	R 441 000,00	R 441 000,00	R -	7	>50% Complete	-	-
20	Big Hearts	IDP & Resorts Technicians	R 756 000,00	R 756 000,00	R -	14	Started 15 August	14	-
21	SIFA/AUDA	Skills Mecca Scale Up & Sustainability Model	R 8 055 689,05	R -	-	TBA	Submitted - Approval Feb 2024	-	-
22	merSETA	Community Auto Mechanic RPL Projects	R 3 300 000,00	R -	-	60	Provisional Award in Process	60	-
		Grand Total	R 99 442 462,05	R 62 091 636,00	R 2 488 195,00	1 347			
		Conversion Rate		62%					
		GDP Invest (1:4 Ratio)		R 248 366 544,00		5 388			

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2 November 2023 M MBOCF

skillsmecca.gardenroute.gov.za

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## Skills Mecca Projects Update – In Process

#	Funder	Project/Programme	Status	Value
1	MICT	Occupational ICT Skills Programmes	Project to increase QCTO providers for SPs	Not determined
2	GRDM	Skills Mecca Copyright	Verbally confirmed	Not Applicable
3	NSFAS/SCC	Student Housing	Included in Social Housing Planning	Not determined
4	GRDM	Panel of Accredited Skills Development Providers	28 Providers in process for Panel	Not Applicable
5	TBA	GRDM Multi Purpose Training Academy	Partnering with SCC with Pacaltsdorp Site	Not determined
6	TETA	Maritime Training Academy at TNPA Mossel Bay	MoU in Process	Not determined
7	HWSETA	Hessequa ABCD Rural Development Project	Proposal submitted to HWSETA	R 14 507 020,00
8	TBA	Knysna South Cape College Campus / Skills Centre	Pending approval from Knysna Municipality	Not determined
9	WCED +	Collaboration School in Thembaletu	Task team to be set up by George LM	Not determined
10	W&RSETA	Green Mobility Empowerment Project	Cyding Day planned for Feb 24 + merSETA Propo	R 8 172 532,50
11	FPM SETA	THACO Pacaltsdorp / Buisdorp Clothing Project	Workplace identification in process	Not determined
12	CHIETA	SMART Skills (ICT) Centre at Thusong Centre Oudtshoorn	Site Visit planned in November 2023	Not determined
13	FoodBev SETA	SMME Entrepreneurship Hub in Ladismith	Discussions in process with Ladismith Cheese	R 2 744 417,50
14	FASSET	District Development Model Research Project	Focus Group Research Completed	Not determined
15	LGSETA	DG 2023 for 355 Unemployed & 285 Employed	Combined District Submission	R75 366 779,02
16	merSETA	Boat Building Centre of Specialisation - Knysna	Industry on board - Needs analysis in process	Not determined
17	International	Maritime Academy in Hidelberg with LawHill School	Design with QCTO Qualifications in Process	Not determined
18	International	Skills Centre in Hessequa with intergrated workplaces	Design with QCTO Qualifications in Process	Not determined
		Total being hunted		R 100 790 749,02

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[BACK TO AGENDA](#)

**1. APPOINTMENT OF ACTING EXECUTIVE MANAGER: COMMUNITY SERVICES / VERSLAG RAKENDE DIE AANSTELLING VAN DIE WAARNEMENDE BESTUURDER: GEMEENSKAPDIENSTE / UKUCHONGWA KWEBAMBELA MPHATHI OYINTLOKO: INKONZO ZOLUNTU**

**REFER REPORT FROM THE EXECUTIVE MANAGER CORPORATE SERVICES (B HOLTZHAUSEN)**

**2 PURPOSE**

The purpose of this report is to obtain approval from Council for the appointment of an acting Executive Manager: Community Services for a period not exceeding three (3) months.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Mr C Africa is currently hospitalised and not able to perform his duties as Executive Manager: Community Services.

We are currently in the process of an incapacity investigation to determine the way forward.

**5. RECOMMENDATIONS**

1. That Council takes note of the content of the report.
2. That Council approves the appointment of Mr. G Otto as acting Executive Manager: Community Services from 14 December 2023, for a period not exceeding three (3) months.

**AANBEVELINGS**

1. *Dat die Raad kennis neem van die inhoud van die verslag.*
2. *Dat die Raad die aanstelling van Mnr. G Otto as waarnemende Bestuurder: Gemeenskapsdienste vanaf 14 Desember 2023, vir 'n periode nie langer as drie (3) maande, goedkeur.*

**IZINDULULO**

1. Sesokuba iBhunga lithathele ingqalelo umongo wengxelo.

2. Sesokuba iBhunga liphumeze ukuchongwa kuka Mnu G Otto njengebambela Mphathi Oyintloko: Inkonzo Zoluntu ukususela ngomhla 14 kweyoMnga 2023, ixesha elingadluli kwinyanga ezintathu(3).

## **6.2 Discussion**

The Executive Manager: Community Services is not at work due to ill health since July 2023.

Arrangements for Acting in his position were shared between three senior officials within the department on a two-weekly basis. For consistency and continued service delivery, it is eminent to appoint an acting Executive Manager for a longer period of three months.

## **6.3 Financial Implications**

Payment of Acting allowance to Mr G Otto as per approved budget

## **6.4 Legal Implications**

Constitution of the Republic of South Africa, 1996 Section 217  
Municipal Finance Management Act 56 of 2003 Section 116 (3)  
Skills Development Act 97 of 1998

## **6.5 Staff Implications**

No additional staff will be needed as existing staff will be utilized.

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

There are no previous or relevant Council resolutions related to this matter.

## **6.7 Risk Implications**

Final approval of incapacity processes of Executive Manager: Community Services.

1. **STORM SURGE DAMAGE ASSESSMENT FINDINGS: GARDEN ROUTE DISTRICT MUNICIPALITY DISASTER MANAGEMENT CENTRE REPORT ON THE STORM SURGE AND FLOODING DISASTER OF SEPTEMBER 2023 / "STORM SURGE" SKADE ASSESERING EN BEPALINGS: VERSLAG VANAF DIE GARDEN ROUTE DISTRIKS MUNISIPALITEIT RAMPBESTUUR SENTRUM RAKENDE DIE "STORM SURGE" EN VLOEDE VAN SEPTEMBER 2023 / IZIPHUMO ZOPHENDO LOMONAKALISO LOGQOGQISO LWEZITSHINGISTHANE**  
10/1/13/4

**REPORT FROM THE ACT.EXECUTIVE MANAGER COMMUNITY SERVICES / J COMPION/  
MANAGER DISASTER MANAGEMENT / G OTTO**

## 2. PURPOSE

The purpose of this report is to update Council on the outcomes of the Storm Surge Damage Assessment which was conducted by the Garden Route District Municipality's Disaster Management Centre, commencing on the 9<sup>th</sup> of October 2023, and concluding on the 31<sup>st</sup> of October 2023.

The Head of the National Disaster Management Centre, after consultations and assessments, officially classified the severe weather events in September 2023 as a national disaster on the 31<sup>st</sup> of October 2023. The classification is done in accordance with Section 23(1)(b) of the Disaster Management Act, 2002 (Act No. 57 of 2002). In addition, the decision is based on the magnitude and severity of the impact, including loss of life, damage to property, infrastructure, and the environment in various municipalities in the Eastern Cape and Western Cape. All affected organs of state are required to prepare and submit reports as outlined in section 24(4) - (8) of the Act. This emphasizes the importance of transparency and accountability in managing the disaster.

Attached as Annexure 1: Circular, 10/2023 - Classification of a National Disaster (Eastern Cape and Western Cape Provinces).

## 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

The Garden Route District Municipality Disaster Management Centre undertook a comprehensive damage assessment following a devastating storm surge and flooding disaster on the 16<sup>th</sup> and 17<sup>th</sup> of September 2023. The assessment spanned all the coastal towns within the district, encompassing the municipalities of Hessequa, Mossel Bay, George, Knysna, and Bitou Local Municipalities. The primary objectives of this assessment were twofold: first, to identify and record the new high-water marks resulting from the storm surge, and secondly, to document all damages associated with the storm surge and flooding events that transpired as a direct result of these storm surges.

This report outlines the key findings of the damage assessment, detailing the extent of the damage, impacts on communities. The assessment focused on the immediate aftermath of the disaster and offers valuable insights into the severity of the event, laying the foundation for effective response and recovery efforts.

#### 5. RECOMMENDATIONS

1. That the Storm Surge Damage Assessment Findings report be noted by the Council.
2. That it be noted that due to these flooding as well as storm surge events the Western Cape were included as part of the National Disaster Declaration.
3. That the Garden Route District Disaster Management Centre be mandated to coordinate the short as well as long term interventions needed to address this crisis.

#### AANBEVELINGS

- 1) *Dat die Raad kennis neem van die Bevindingsverslag rakende die stormvloedkade.*
- 2) *Dat kennis geneem word dat die Wes-Kaap as deel van die Nasionale Rampverklaring ingesluit is as gevolg van hierdie oorstromings sowel as stormvloed.*
- 3) *Dat die Garden Route Distriks Munisipaliteit se Rampbestuursentrum die mandaat verkry om die kort- sowel as langtermyn-intervensies wat nodig is om hierdie krisis aan te spreek, en te koördineer.*

## IZINDULULO

- 1) Sesokuba ingxelo yeziphumo zoVavanyo Logqogqiso Lwezitshingisthane iqatshelwe liBhunga.
- 2) Sesokuba kuqatshelwe ukuba ngenxa yezi zandiyondyo zemvula kwakunye neziganeko zesaqhwithi eNtshona Koloni libandakanyiwe njengenxalenye yesiBhengezo seNtlekele yeSizwe.
- 3) Sesokuba iziko Lolawulo Lwentlekele leSidili seGarden ligunyaziswe ukuba linxibelelanise amangenelo exesha elifutshane kunye nexesha elide afunekayo ukujongana nale ngxaki.

## 6 DISCUSSION / CONTENTS

### 6.1 Background

During the weekend of the 16<sup>th</sup> and 17<sup>th</sup> of September 2023, a series of powerful tidal surges battered coastal areas in South Africa's Western Cape, Eastern Cape and KwaZulu-Natal provinces. The Garden Route district was among the worst-affected areas, with numerous beaches closed as the district attempted to assess and repair damage to infrastructure.

A critical combination of three factors resulted in this significant coastal flooding event. Firstly, a storm surge associated with a low-pressure weather system came onshore. Secondly, low-pressure cells occurred, resulting in strong onshore winds which created the big waves which raised the sea surface and ran havoc along the Garden Route district's coastline. Thirdly, the system coincided with the period of high tide (a monthly event) and equinoctial spring tide (a seasonal event). Spring tides bring more water much further up onto the coast than normal, possibly resulting in chaotic coastal conditions such as coastal flooding and intensifying nearshore hazards such as rip currents. It was this combination of weather factors that caused the disastrous event over the mentioned weekend.



The storm surges impacted the area with wide-scale coastal flooding - especially in the low-lying areas. Sadly, an elderly woman has died and one-person sustained injuries during the event in the Garden Route. The 93 year old lady was swept off her feet by a 200m tidal wave in Wilderness whilst watching the high waves from the beach parking area. The storm surge also resulted in the modification of beach profiles and coastal dune erosion, coastal inundation, estuary flooding, damage to infrastructure and disruption to coastal activities. Waves as high as 9.5 metres were recorded along the south coast, according to reports from the South African Weather Service (SAWS).

## **6.2 Discussion**

The Garden Route District Municipality Disaster Management Centre, in collaboration with relevant stakeholders, conducted a comprehensive damage assessment to evaluate the impacts of a recent storm surge and flooding disaster. This report presents the assessment's key findings, focusing on the storm's immediate aftermath. The information contained herein serves as a foundation for informed decision-making, recovery planning, and future mitigation efforts.

The Garden Route District Municipality, which encompasses the municipalities of Hessequa, Mossel Bay, George, Knysna, and Bitou local municipalities, experienced a severe storm surge and flooding disaster on the 16<sup>th</sup> and 17<sup>th</sup> of September 2023. The disaster caused extensive damage to infrastructure, homes, and communities along the coastal areas, prompting the need for a systematic damage assessment.

The assessment had a two-fold methodology, with a primary focus on the following objectives:

### **a. High Water Mark Survey:**

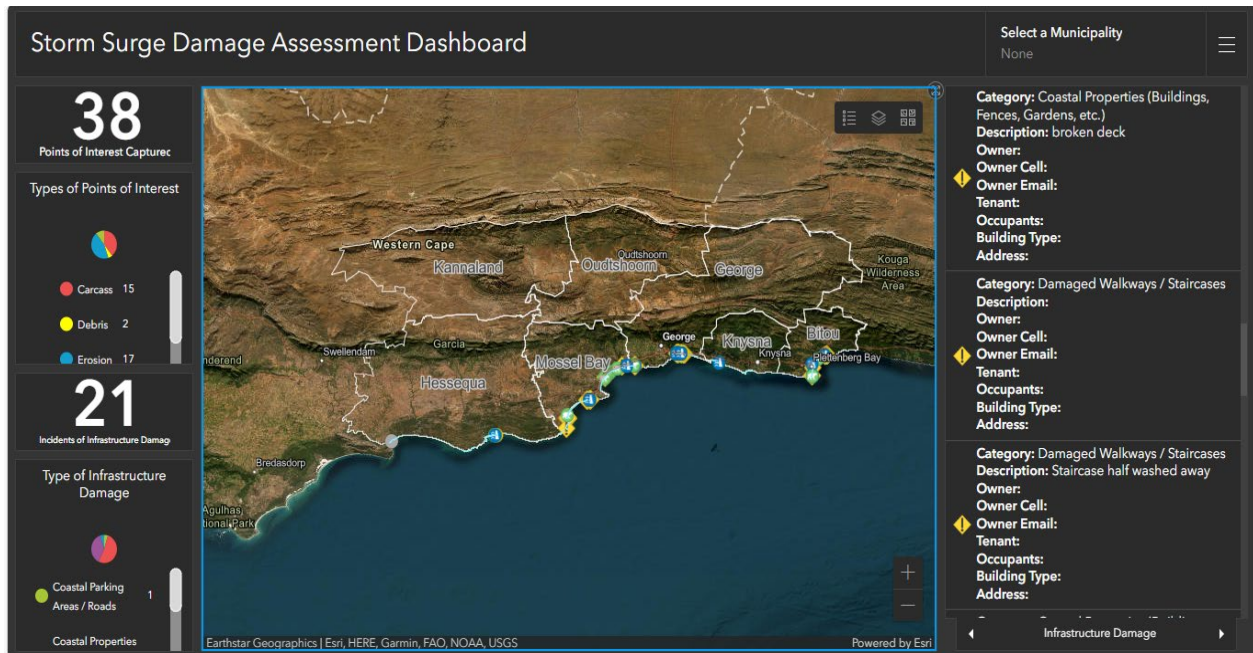
- To establish new high-water marks resulting from the storm surge and flooding.
- To assess the extent of inundation and coastal erosion caused by the event.

### **b. Damage Assessment:**

- To document damages to infrastructure, properties, and natural the environments.

- To identify critical needs for immediate response and long-term recovery efforts.

The following sections of this report will provide a detailed analysis of the findings based on this methodology illustrated on the Garden Route District Municipality's Storm Surge Damage Assessment Dashboard.



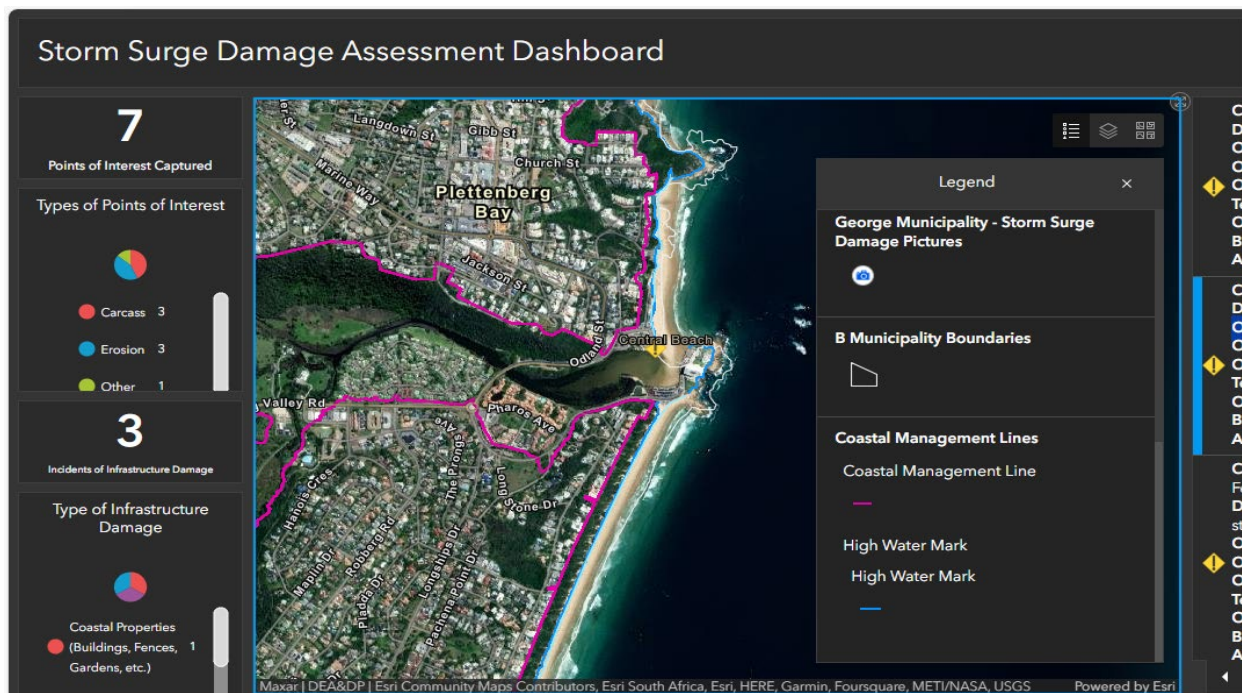
**Image 1:** GRDM DMC, Storm Surge Damage Assessment Dashboard Overview.

The Garden Route District Disaster Management Centre's assessment team embarked on their comprehensive assessment, commencing on the 9th of October 2023, and concluding on the 31st of October 2023. This extensive assessment spanned the entire coastline of the Garden Route District, from Witsand in the Hessequa municipality to Nature's Valley in the Bitou municipality. The findings from this assessment are crucial in understanding the scope and impact of the storm surge and flooding disaster. The findings are as follows:

#### High Water Mark Survey:

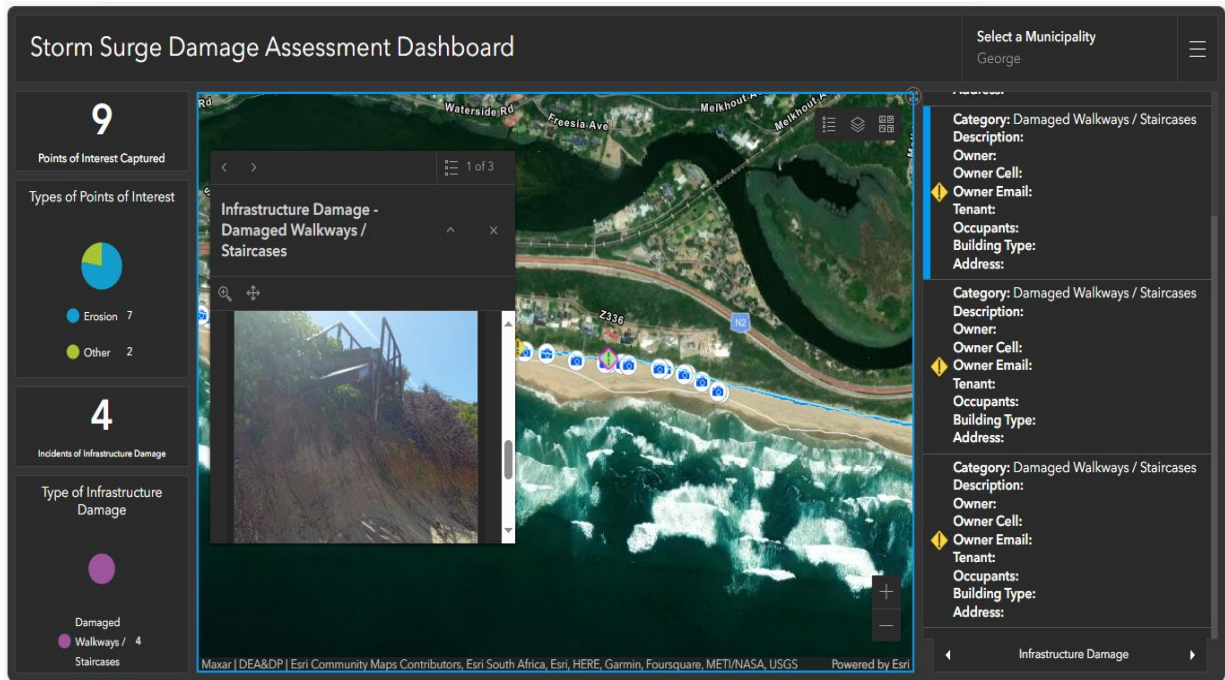
The high-water mark survey revealed extensive coastal erosion, with new high-water marks recorded significantly inland from the pre-existing shoreline. This indicates a substantial increase in sea levels and wave energy during the disaster event. The assessment also identified inundation zones where the storm surge penetrated deep

inland, affecting residential areas, critical infrastructure, and natural habitats. Some areas experienced inundation depths resulting in significant damage to structures and landscapes. As illustrated in the images below:



**Image 2:** GRDM Storm Surge Damage Assessment Dashboard:

As per the blue line illustrated on the image above along the coast, it represents the new high-water mark, and the pink line is the existing coastal management line. Unfortunately, due to lack of data, we were unable to add the pre-existing line on the map in order to provide a visual comparison representation to the new high-water mark.



**Image 3:** GRDM Storm Surge Damage Assessment Dashboard.

#### Damage Assessment:

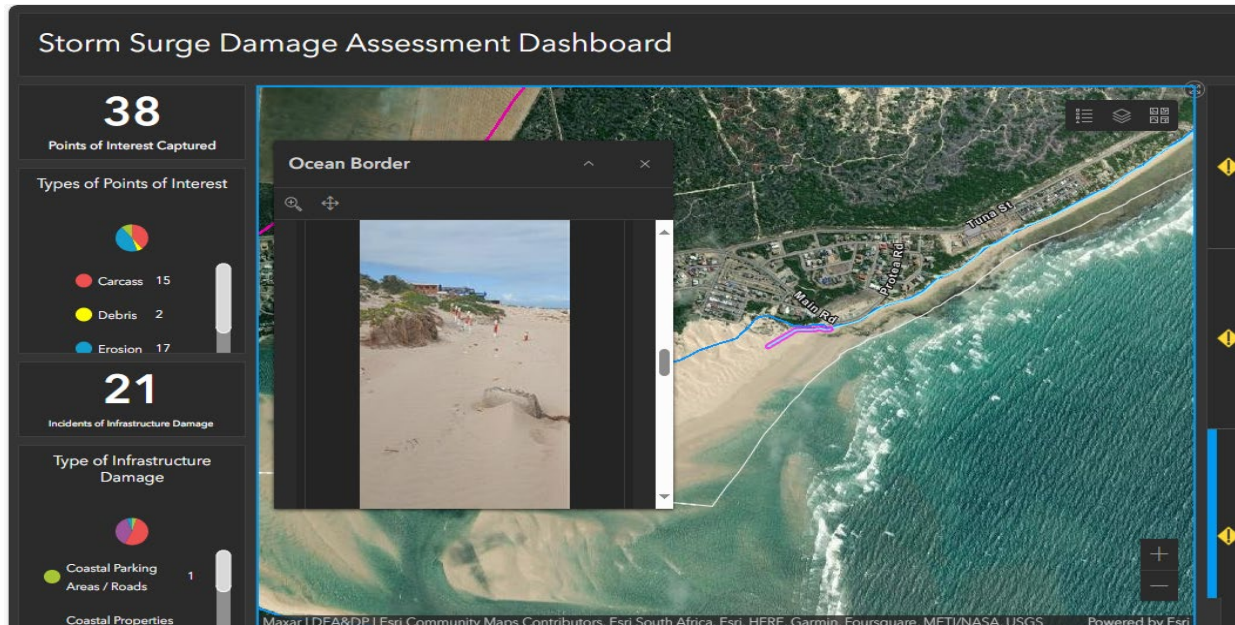
The storm surge and flooding inflicted extensive harm upon vital infrastructure, encompassing roads, bridges, beach access structures, and utility networks. Numerous residences and businesses were impacted, enduring widespread structural damage, inundation, and loss of belongings along the coastal areas. The coastal environment experienced significant degradation, marked by beach erosion, the depletion of sand dunes, and harm to coastal vegetation. These environmental alterations may potentially yield enduring effects on local ecosystems and wildlife habitats.

#### Hessequa Local Municipality:

##### 1.1 Witsand

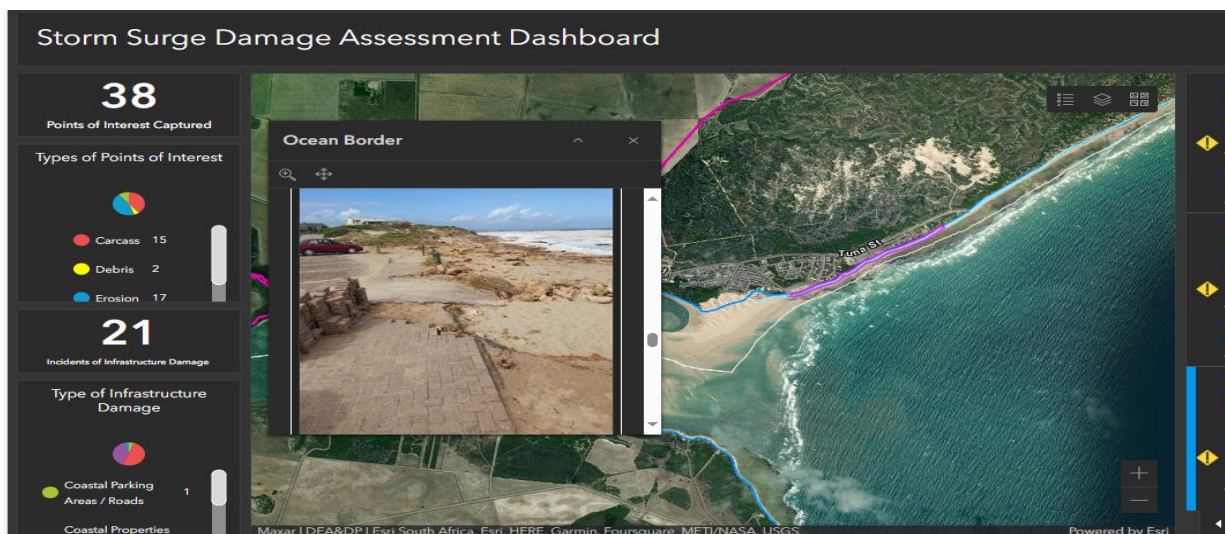


Data collection and the determination of the new high waterline commenced in the dunes west of The Anchorage Beach Restaurant & Bar. As the assessment team began their journey eastward along the coastline, the first notable observations were related to the dune damage. The relentless force of the powerful, large waves accompanying the storm surge had eroded significant portions of the dunes and their vegetation.



**Image 4:** GRDM Storm Surge Damage Assessment Dashboard.

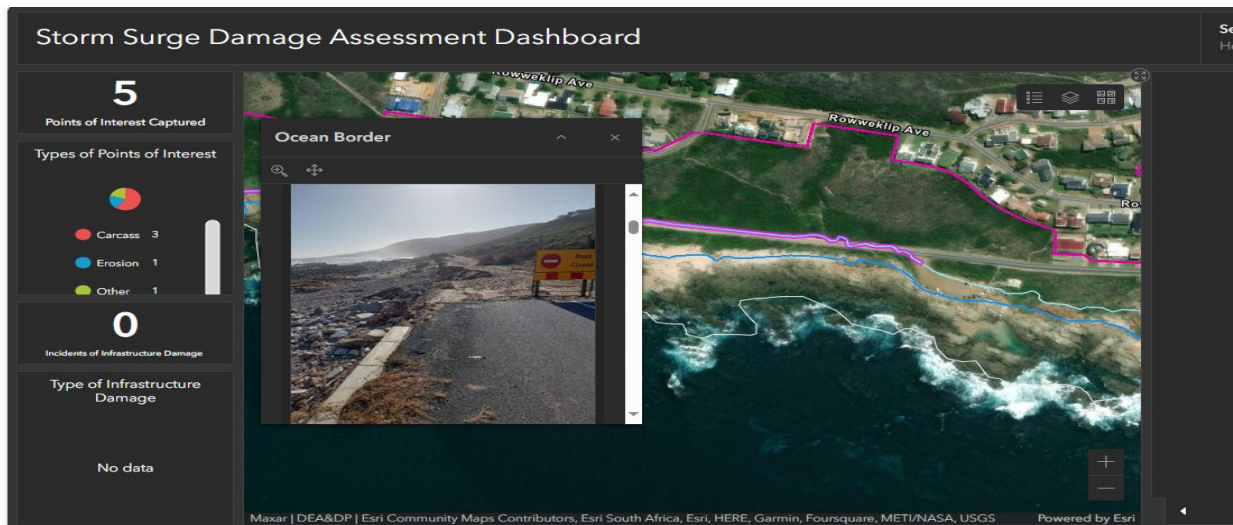
Notably, The Anchorage Beach Restaurant & Bar emerged as one of the most impacted properties in the vicinity. The owners reported that the surging seas had caused damage to the property, including curbs, the removal of concrete benches, and flooding that hindered access to the parking lot.



**Image 5:** GRDM Storm Surge Damage Assessment Dashboard.

## 1.2 Jongensfontein

The data collection process initiated in the vicinity westward of Jongensfontein, known as Barracouta. However, public access to this coastal area was restricted due to damage to the access road, which had been partly washed away. Notably, damages in this region were predominantly concentrated along the coastline. The high-water line, during the assessment, was conspicuously further up the beach, and various debris was scattered in the vicinity.



**Image 6:** GRDM Storm Surge Damage Assessment Dashboard.

As the team progressed toward Jongensfontein, it became evident that a greater number of private properties were situated on the large rocks or directly on the beachfront. These properties, positioned near the water's edge, exhibited visible signs of ongoing renovations in response to the damage incurred during the storm surge. Site workers and builders described the loss of entire walls, the need for replacement of windows and sliding doors, and damage to furniture and personal belongings.



**Image7:** GRDM Storm Surge Damage Assessment Pictures

Several amenities located in the western direction toward Jongensfontein, such as barbecue areas, parking lots, and tidal pools, remained inaccessible to the public. These areas were either still deemed unsafe or were awaiting repairs due to storm-related damage. The Jongensfontein boardwalk was also impacted by the disaster. While traversing this amenity, it was evident that certain walkways had been cordoned off due to partial loss or the presence of washed-up debris, limiting access.

Notably, not many private property owners reported significant damage to their properties. Some cited minor issues, such as rain gutters and rafters being dislodged by strong winds during the storm surge event.

### 1.3 Stillbaai

The data collection process commenced at Muishondsbaai/Huise Op Die Duin, where access to this area was restricted due to the unavailability of contact with private property and farm owners in the vicinity. A significant observation in this area was the erosion of the dunes, which provide crucial support to the structures situated further up the slope. Moving westward towards Stillbaai, Skulpies Nature Reserve, and Shelly Beach, a substantial number of debris and vegetation had been washed ashore, high onto the beach, by the conditions resulting from the storm surges.

Businesses in the vicinity of Stillbaai Harbour reported minimal damage to their properties. This included the removal of chairs and tables, as well as the displacement

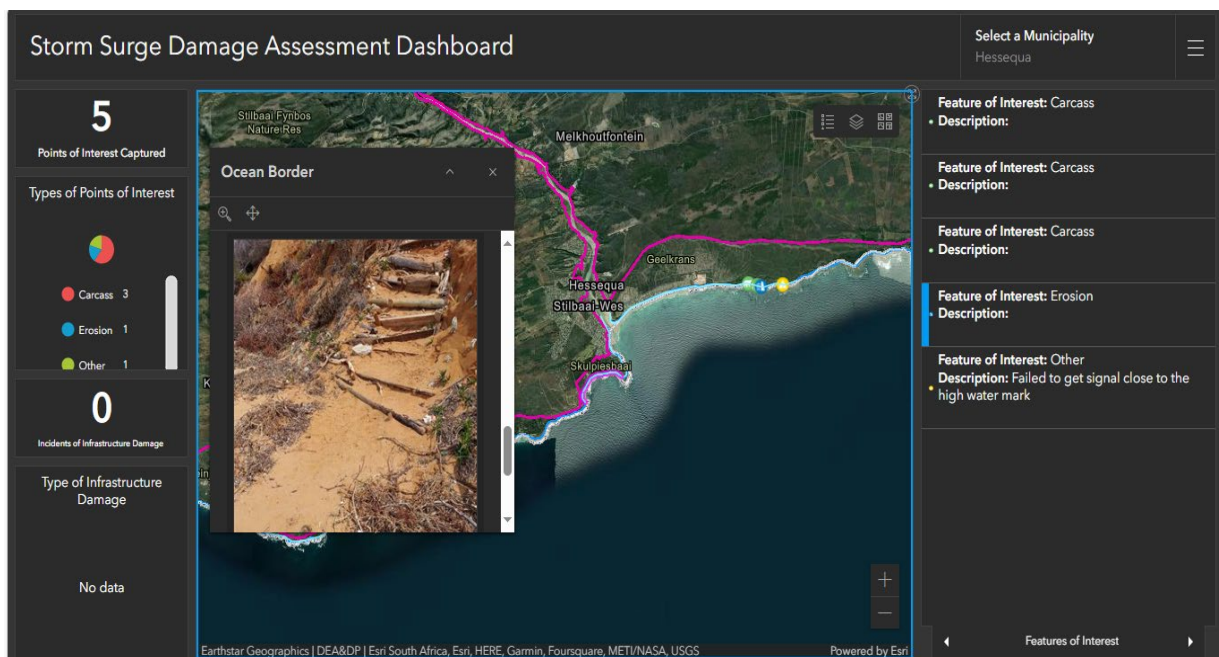


of signage and, in some cases, damage to rafters. They also noted that the turbulent seas approached their properties, with a few instances of light flooding reported. The infrastructure surrounding the harbour, particularly on the Stillbaai West Beach side, and the fencing, bore the brunt of the damages.

#### 1.4 Gouritzmond

The high waterline, as indicated by the storm surges, extended all the way to the access roads leading to the properties situated southwest of Gouritzmond Beach. Private property owners in this region reported only minimal damage to their residences, but they did mention that the tidal swimming pool experienced overflowing during the storm surges.

During the data collection process along Gouritzmond Beach, our observations revealed a significant accumulation of debris washed up along the beach, particularly in the direction toward Gouritzmond river.



**Image 8:** GRDM Storm Surge Damage Assessment Dashboard.

#### Mossel Bay Local Municipality:

##### 1.1 Vleesbaai

Numerous residences located on Gallie Meyer Avenue, situated along the coastal area in Vleesbaai, suffered substantial infrastructure damage. The damage included a



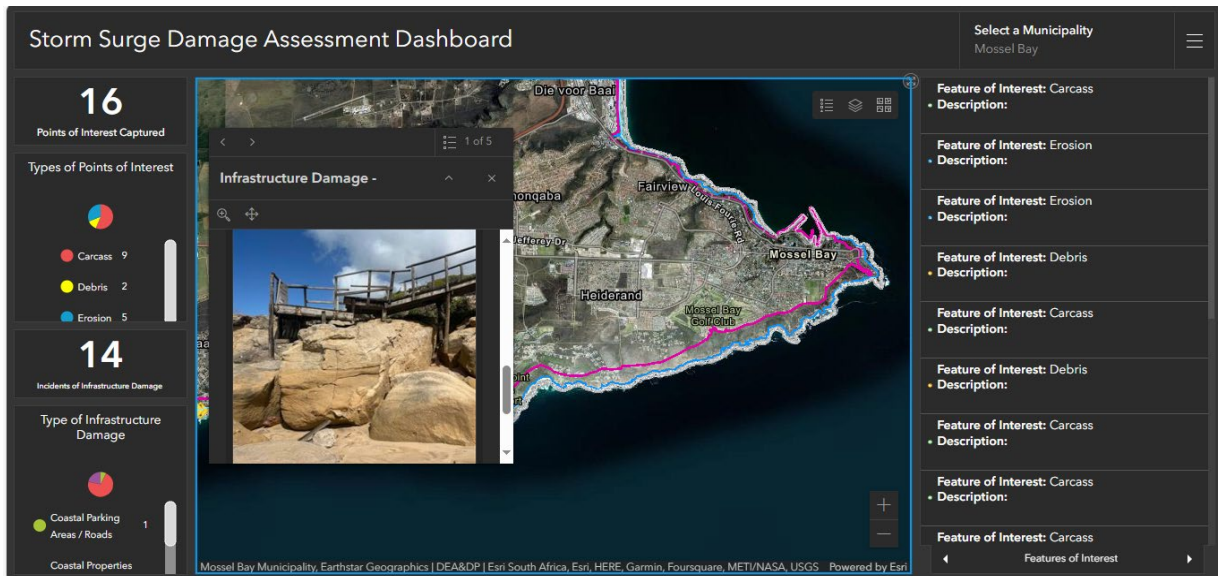
broken wooden deck used by pedestrians for easier beach access, damaged retaining walls, broken windows, deteriorated handy planks, garage door damage, and blocked drainage systems due to sand accumulation.

In order to facilitate early warning systems for potential future storm surges and to assess the extent of the damage, data collection was undertaken among vulnerable residents who were affected and at risk from such disasters.

## 1.2 Dana Bay

Coastal damages in Dana Bay encompass a significant impact on walkways and stairways due to the storm surges, particularly in their proximity and along the coastline. The extent of the damage is such that, in some cases, these walkways and stairways have not only been extensively damaged but also completely washed away from public parking lots. This has implications for the accessibility and convenience of these recreational areas.

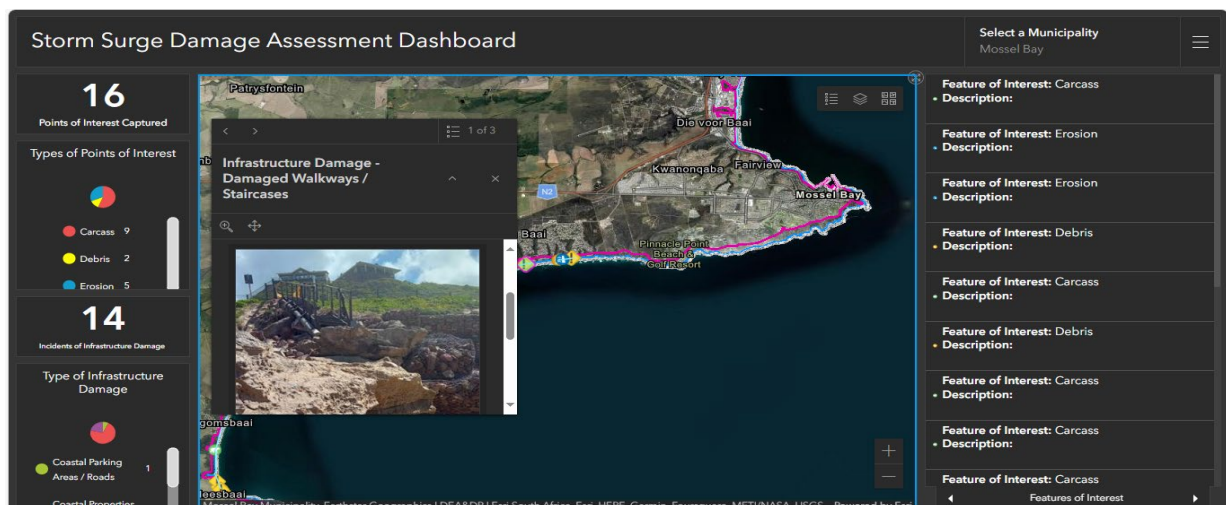
Furthermore, the assessment also brought to light the severe erosion in various sections, which compounds the environmental and infrastructural challenges that need immediate attention. In addition to the damaged walkways and stairways, certain portions of the Gabion structures, which play a critical role in stabilizing dunes and mitigating erosion, have also incurred damage as a result of the recent severe storm surge.



**Image 9:** GRDM Storm Surge Damage Assessment Dashboard

### 1.3 Mossel Bay

The assessment of this coastal area unveiled a multitude of damages that demand immediate attention and rehabilitation. The damage assessment also brought to light the existence of severe erosion in the vicinity of the walkways and stairways, as well as along the adjacent coastline. In several cases, this erosion has resulted in the partial or total destruction of the lower sections of walkways and stairways. Furthermore, the beach assessment brought attention to the discovery of a substantial number of carcasses that were washed ashore due to the powerful impact of the storm surge. These findings underscore the urgency of addressing the damage and restoring the affected areas.



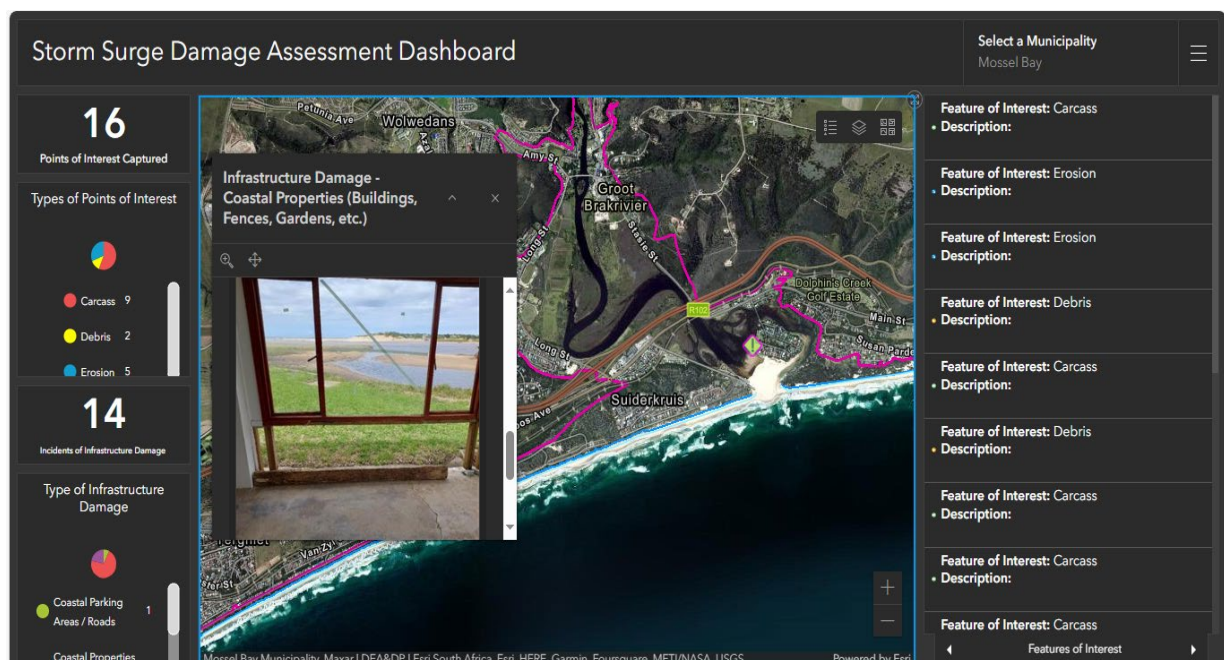
**Image 10:** GRDM Storm Surge Damage Assessment Dashboard

#### 1.4 Hartenbos

The coastal evaluation of Hartenbos Beach revealed a commendable lack of property damage. Nevertheless, the predominant presence of dune erosion along the shoreline and the discovery of carcasses on the beach are notable issues that warrant ongoing attention and efforts to ensure the long-term sustainability and environmental health of this coastal area. While the absence of property damage is reassuring, the issue of dune erosion is of paramount importance.

#### 1.5 Klein Brak River and Groot Brak

Along the shoreline from Klein Brak to Glentana, only a small number of coastal residences bore the brunt of the impact, and the primary observation was the presence of scattered seal carcasses on the beach. However, near the Groot Brak River, houses suffered minimal structural damage, though some residences faced challenges with sludge entering their porches and damage to a few windows. As one progressed from Botha strand to Glentana, substantial dune erosion was strikingly evident.

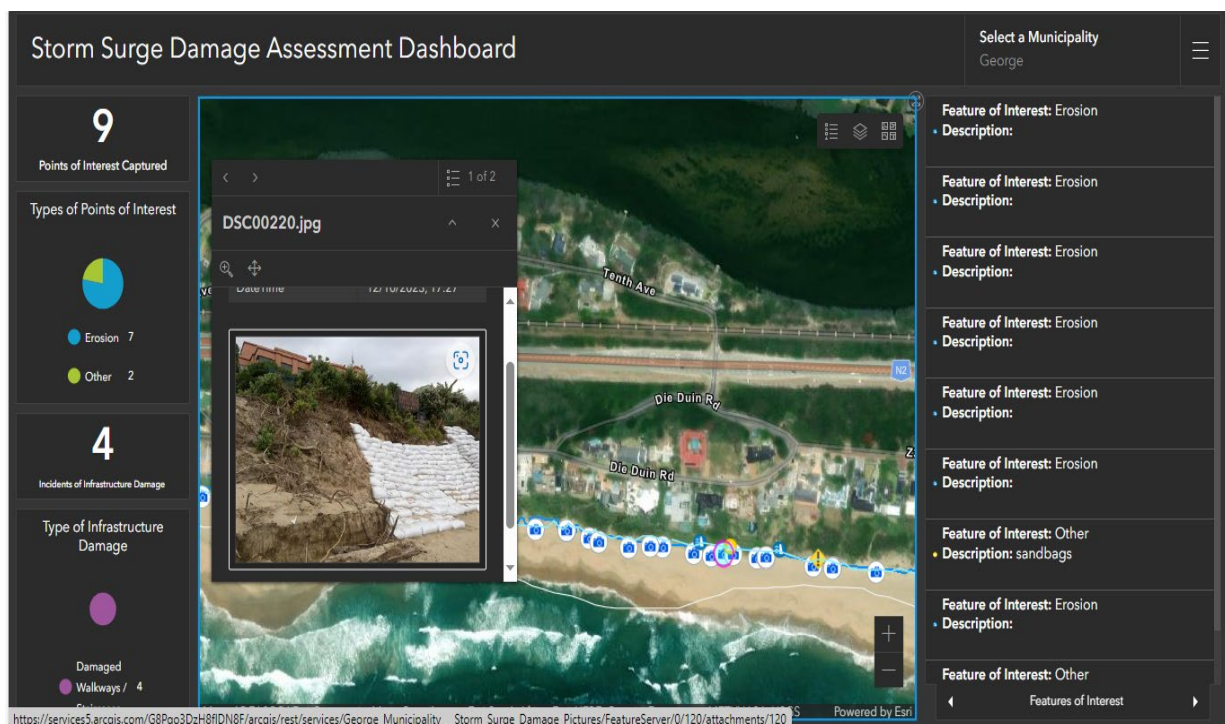
**Image 11:** GRDM Storm Surge Damage Assessment Dashboard

## George Local Municipality:

### 1.1 Wilderness

The assessment of damages in the Wilderness area, commenced from the Leenjiesklip beach area and extending beyond Kleinkrantz. The assessment unveiled extensive damage, primarily revolving around the deterioration of both private and public walkways and stairways, accompanied by severe erosion along these structures and the coastline.

In numerous cases, the lower sections of these walkways and stairways have been entirely washed away, while in some instances, the entire structures have sustained severe damage. Furthermore, the fencing surrounding properties along the coastline incurred substantial damage, with the ground adjacent to these fences experiencing complete or partial erosion in specific areas. Additionally, it was observed that in certain sections, the gabion structures, which play a vital role in stabilizing dunes and preventing erosion, were adversely affected during the severe storm surge. Moreover, the iconic Leentjie statue located at Leentjiesklip beach also suffered damage and is currently undergoing reconstruction. These findings highlight the extensive impact on the Wilderness area's coastal infrastructure and landmarks, necessitating comprehensive remediation efforts.



**Image 12:** GRDM Storm Surge Damage Assessment DashboardKnysna Local Municipality:1.1 Sedgefield

The assessment within this area began on the shore near Gericke's Point, along the stretch of beach, Swartvleistrand, towards Sedgefield. Observations made whilst collecting the waterline data included a visible volume of debris washed up along the high-water mark.

The points of data collection along Swartvleistrand were along the dunes, there was a break in the continuity of the high waterline as the Sedgefield Lagoon mouth is in between Swartvlei and Sedgefield. Continuing the collection of data along Myoli Beach & Cola Beach, private property owners close to the beachfront reported minimal damage to their properties. Apart from experiencing strong winds during the storm surges, their properties were not severely/notably damaged. The most notable point on Cola Beach was the extent of the erosion of the bank/dunes next to Dover on Sea B&B.

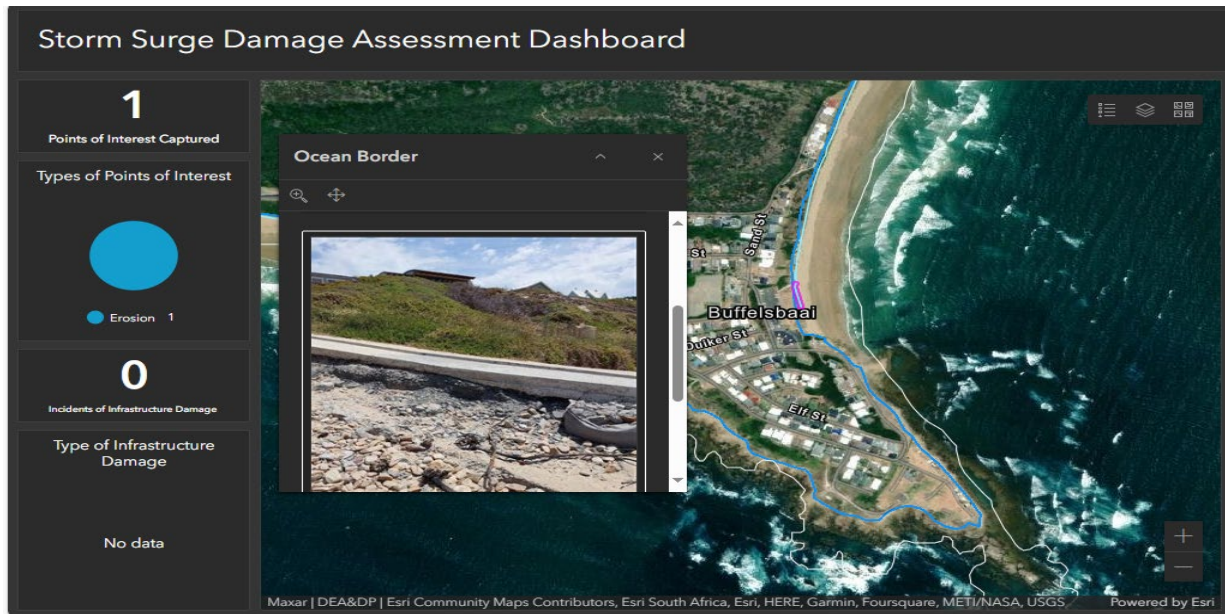
1.2 Brenton on Sea

Commencing on the Buffelsbaai side of the Goukamma river and proceeding south, then eastward along the coastline toward Brenton on Sea, it was observed that the high seas associated with the storm surges reached the base of the primary dunes on Giandee Beach. This resulted in erosion of parts of the dunes and the deposition of various types of debris along the shoreline.

It was worth noting that the task of streaming the new high waterline in this area posed challenges due to nesting birds inhabiting the dunes along the beach. Continuing along the stretch of beach between Buffelsbaai and Brenton on Sea, two seal carcasses were found washed up on the beach, accompanied by a substantial volume of debris deposited high up along the boundary between the beach and dunes.



Private property owners along this stretch of beach did not report significant damages to their properties, except for instances where the foundations under some of the walkways to the beach had eroded, causing structural collapse.



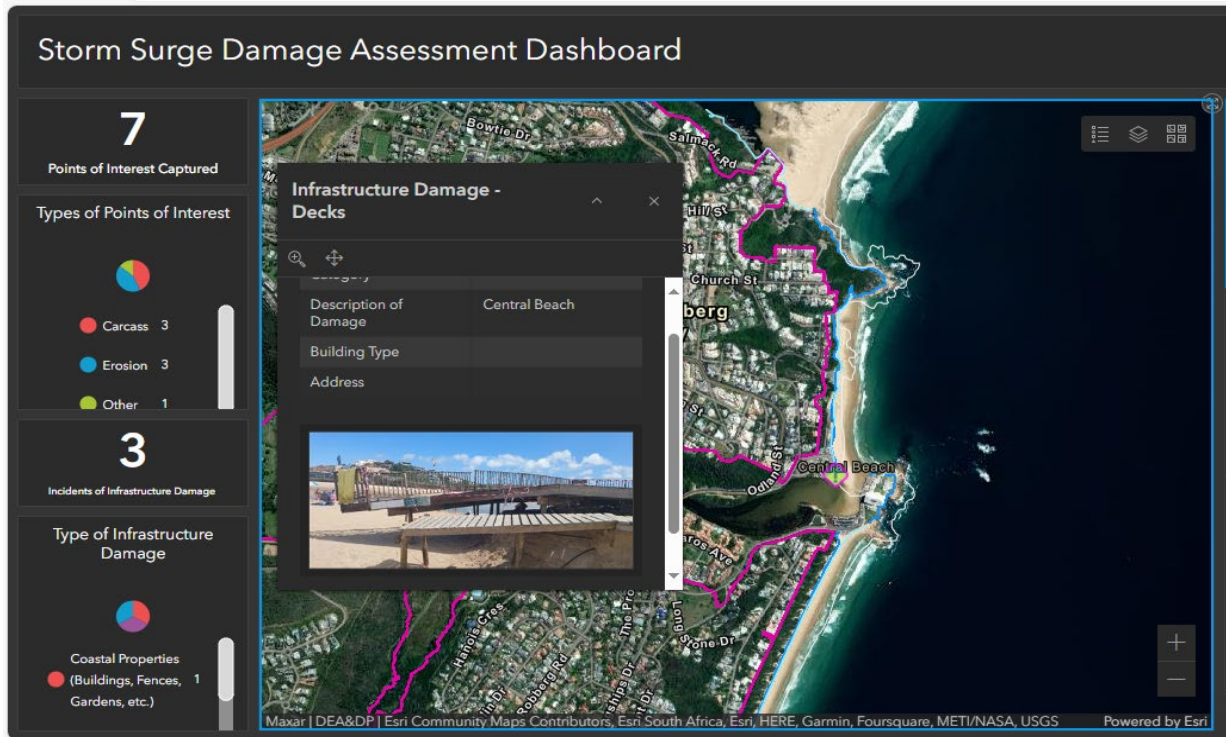
**Image 13:** GRDM Storm Surge Damage Assessment Dashboard

#### Bitou Local Municipality:

##### 1.1 Plettenberg Bay

The comprehensive coastal damage assessment of Plettenberg Bay was initiated at Bosluikop, and the findings indicate that the extent of property damage along this beachfront area is relatively minimal in nature. The primary issues observed during the assessment pertained to the deterioration of walkways and staircases leading to the shoreline. It is noteworthy that these damages were confined to a limited scope, suggesting that the overall structural integrity of the properties in the vicinity remains intact.

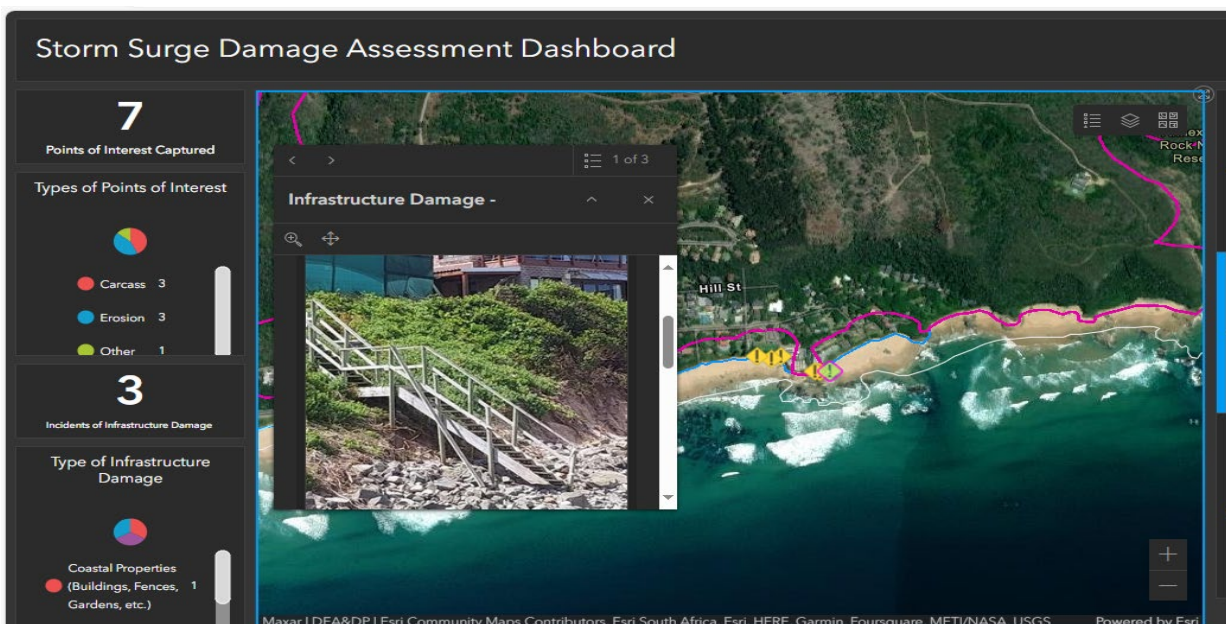
Moreover, the assessment revealed that severe erosion along the coastline was notably absent with no significant loss of landmass or coastal features. Additionally, the assessment revealed the presence of a few seal carcasses that had washed up on the shoreline.



**Image 14:** GRDM Storm Surge Damage Assessment Dashboard

## 1.2 Keurboomstrand

In the coastal area of Keurboomstrand, the comprehensive assessment unveiled a substantial number of damaged walkways, stairways, and Gabion structures, with specific attention drawn to the vicinity near Enricos Restaurant. Additionally, during the assessment, several carcasses were found along the beach, having been washed ashore by the sea.



***Image 15: GRDM Storm Surge Damage Assessment Dashboard***

In essence, the culmination of this damage assessment not only marks a significant step in understanding the immediate aftermath of the disaster but also lays the foundation for a strategic, informed, and community-centric recovery process. The Garden Route District Municipality remains committed to leveraging these insights to build a more resilient and prepared community in the face of future challenges.

**Municipal Infrastructure Damages**

In addition, all coastal Local Municipalities within the Garden Route District Municipality were requested to submit damage assessments on municipal infrastructure. Attached below as Annexure 2: Summary of municipal infrastructure damages.



## Annexure 2: Summary of municipal infrastructure damages.

GRDM Storm Surge and Flooding Damage Assessment						
Municipality	Municipal Area		Description of Physical Damages	Value of Damages Not Insured	Municipalities Own Contribution	Shortfall
Hessequa Local Municipality	1	Stillbaai Skilpiesbaai - Morris Point	Infrastructure damage to access road to Morris Point	R5 000 000,00	R200 000,00	R4 800 000,00
	2	Stillbaai Skuitpad Avenue	A Portion of the existing concrete wall at the edge of Skuitpad Avenue collapsed	R5 000 000,00	R200 000,00	R4 800 000,00
	3	Jongensfontein Tidal pool Parking	Existing boundary wall and parking area at the Tidal Pool collapsed resulting in electrical as well as road infrastructure damages	R10 000 000,00	R400 000,00	R 9 600 000.00
	4	Witsand	A Portion of the Witsand Day Camp and Beach walkway as well as Roads washed away	R5 000 000,00	R200 000,00	R4 800 000,00
Mossel Bay Local Municipality	1	Mossel Bay D'Almeida Stadium	Roof sheets blown off and trasses broken at D'Almeida stadium's pavilion roof.	R686 453,00	R178 825,00	
	2	Mossel Bay Van Riebeeck Stadium	Roof sheets blown loos at Van Riebeeck stadium.	R96 155,00		
	3	Mossel Bay Van Riebeeck Stadium	Fascia boards on Van Riebeeck stadium Pavilion building kiosk broken by wind.	R8 000,00	R1 200,00	
	4	Mossel Bay Van Riebeeck Stadium	Glass Wind break covers on Van Riebeeck stadium Pavilion broken by wind.	R90 000,00	R1 200,00	
	5	Mossel Bay Van Riebeeck Stadium	Multi soccer/ rugby post on Van Riebeeck stadium broken and blown over by wind.	R40 000,00	R1 200,00	
	6	Mossel Bay Van Riebeeck Stadium	Precast wall, +/- 50meter, blown over and broken on Van Riebeeck stadium by wind.	R120 000,00	R3 600,00	
	7	Mossel Bay Van Riebeeck Stadium	Municipal regulation board blown off and broken on Van Riebeeck stadium by wind.	R6 800,00	R1 200,00	
	8	Mossel Bay Van Riebeeck Stadium	Floodlight pole damaged and light broken at Netball court on Van Riebeeck stadium by wind.	R14 500,00		

	9	Mossel Bay Van Riebeeck Stadium	Floodlight pole damaged and light broken at A- Cricket field on Van Riebeeck stadium by wind.	R9 500,00		
Mossel Bay Local Municipality	10	Mossel Bay Van Riebeeck Stadium	Streetlight pole damaged and light broken on entrance road on Long street sport grounds by wind.	R12 500,00		
	11	Glentana	Timber stair access to the beach and showers constructed by means of masonry was totally demolished by the coastal flooding.	R2 065 800,00		
	12	Glentana	Glentana park 1b	R451 387,00		
	13	Glentana	Gleniqua 65/67 Handrailings destroyed by wave surges	Outstanding		
	14	Glentana	Outeniqua 1	R501 542,00		
	15	Great Brak Island	Timber Walkway accesses	R135 416,00		
	16	Great Brak Island	Wooden Walkway The foundation supporting the walkway shows are displacement and/or demolished Visible bending and deformation are evident in the supporting structures, indicating significant structural damage.	R367 979,00		
	17	Tergniet / Reebok	Kusweg 6th Street	Outstanding		
	18	Tergniet / Reebok	Kusweg Hooper Street	Outstanding		
	19	Tergniet / Reebok	Kusweg 129/127	Outstanding		
	20	Santos	Munro Bay - Santos Beach	R359 375,00		
	21	De Bakke Walkway	Santos Camping and Bakke Parking	R391 294,00		
	22	Diaz	Diaz Beach	R425 661,00		
	23	Bayview Baydunes	Bay View to Hartenbos Rivier Mouth	R7 598 764,00		
	24	Beacon Point Walk Way	Beacon Point	R255 649,60		
	25	Start of St Blaize trail	The point Caves	Outstanding		
	26	Poort to Delfino's walkway	Delfino's to Big Blue (Poort damage not yet included)	Outstanding		
	27	Delfino's to Beacon Point	The point Delfino's	Outstanding		
	28	Aquarium Tunnel	The point Aquarium Tunnel	Outstanding		
	29	Danabaai Cynaroides	Danabaai Cynaroides	R16 000,00		
	30	Danabaai 1st Beach	Danabaai 1st Beach	R117 500.00		
	31	Danabaai 2nd Beach	Danabaai 2nd Beach	R83 500.00		

	32	Boggomsbaai Slipway	Boggomsbaai Slipway	R13 500.00		
	33	Indoor Sport Centre	Vibacrete slabs at Indoor Sport Centre	Outstanding		
	34	Early Childhood Development Centre	Roof at Sunbeam Early Childhood Development Centre	Outstanding		
Knysna Local Municipality	1	Brenton Beach	Boardwalk and sand dune washed away by the storm surge.	R3 000 000,00	R400 000,00	R2 600 000,00
George Local Municipality	1	Herold's Bay Beach	Boardwalk walkway collapse	R715 415,00		
	2	Herold's Bay Beach	10 Beach benches & 4 litter bins broken	R61 850,00		
	3	Herold's Bay Beach	3 Regulation boards washed away	R8 500,00		
	4	Herold's Bay Beach	2 Walkway rails broken	R71 733,54		
	5	Herold's Bay Beach	Tidal pool damages	R170 568,52		
	6	Herold's Bay Beach	Concrete works	R34 600,00		
	7	Herold's Bay Beach, Kusweg	Road surface and foundation.	R1 500 000,00		
	8	Herold's Bay Beach,	Retaining Wall	R1 300 000,00		
	9	Herold's Bay Beach,	Sidewalk and foundation	R200 000,00		
	10	Herold's Bay Beach,	Roadway Clearing	R200 000,00		
	11	Herold's Bay Beach,	Generator Serving Sewerage Pump Station including alternative truck services while generator was out of commission.	R120 000,00		
	12	Victoria Bay Beach	Walkway rail broken	R71 733,54		
	13	Victoria Bay Beach	Litter bins broken	R7 000,00		
	14	Victoria Bay Beach	Roof sheets on ablutions broken	R14 500,00		
	15	Victoria Bay Beach	Seafront Road and sidewalk	R150 000,00		
	16	Leentjiesklip	Walkway damaged	R8 000,00		
	17	Gwaing / Pacaltzdorp	Gravel Road Extensive Erosion Damage	R1 000 000,00		

**6.3 Financial Implications**

There will be no financial implications for GRDM relating to this report.

**6.4 Legal Implications**

There will be no Legal Implications for the GRDM relating to this report.

**6.5 Staff Implications**

None.

**6.6 Linkage to Strategic Objective(s)**

None

**6.7 Previous / Relevant Council Resolutions**

There are no previous or relevant Council resolutions related to this matter.

**6.8 Risk Implications**

There are no potential risks implications for the GRDM relating to this report.

**6.9 Comments from Executive Management:****6.9.1 Executive Manager: Corporate Services**

Report is noted.

**6.9.2 Executive Manager: Financial Services**

Content is noted

**6.9.3 Executive Manager: Planning & Economic Development Services**

Noted.

**6.9.4 Executive Manager: Roads & Transport Planning Services**

Report and content is noted.

**6.9.5 Executive Manager: Community Services**

The Report and Content is acknowledged. It is advisable that the Report findings be presented on the relevant platform with the Local Municipalities and relevant other structures.

**ANNEXURE 1: Circular, 10/2023 - Classification of a National Disaster (Eastern Cape and Western Cape Provinces).**

## DEPARTMENT OF COOPERATIVE GOVERNANCE

No. XXX

October 2023

DEPARTMENT OF CO-OPERATIVE GOVERNANCE  
DISASTER MANAGEMENT ACT, 2002 (ACT NO. 57 OF 2002)**CLASSIFICATION OF A NATIONAL DISASTER IN TERMS OF SECTION 23 OF THE DISASTER MANAGEMENT ACT (ACT NO. 57 OF 2002): IMPACT OF SEVERE WEATHER IN THE EASTERN CAPE AND WESTERN CAPE**

I, Dr Elias Sithole, in my capacity as the Head of the National Disaster Management Centre, after having deliberations with various organs of state and the Eastern Cape and Western Cape Provincial Disaster Management Centres, and after assessing the magnitude and severity of the impact of severe weather that resulted in flooding, storm surges and gale force winds during September 2023, causing devastating impacts in various municipalities in the Eastern Cape and Western Cape that resulted in the loss of life, damage to property, infrastructure and the environment, and after having considered the information and recommendations received from the Eastern Cape and Western Cape Provincial Disaster Management Centres, hereby give notice that on 31 October 2023, in terms of Section 23(1)(b) of the Disaster Management Act, 2002 (Act No. 57 of 2002) (the Act), I classified this occurrence as a national disaster.

Emanating from the classification of this occurrence as a national disaster, in terms of section 26 read with section 23 of the Act, the primary responsibility to coordinate and manage this disaster, in terms of existing legislation and contingency arrangements, is designated to the national executive.

I hereby, in terms of Section 15(2)(a4) of the Act, read with section 23(8), call upon organs of state to further strengthen support to existing structures to implement contingency arrangements and ensure that measures are put in place to enable the national executive to effectively deal with the effects of this disaster.

Furthermore, all affected organs of state must prepare and submit reports, as required by the National Disaster Management Centre as outlined in section 24(4) - (8) of the Act.

The revocation of the classification is set out in the schedule hereto.



Dr Elias Sithole

Head: National Disaster Management Centre

Date: 31 October 2023



Private Bag X804, Pretoria, 0001 Tel: (012) 334 0600, Fax: (012) 334 0603  
 cnr Hamilton and Johannes Ramokhoase Street, Arcadia, Pretoria



## NDMC CIRCULAR

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<b>TO</b>	:	<b>NATIONAL, PROVINCIAL AND MUNICIPAL ORGANS OF STATE</b>
<b>CIRCULAR</b>	:	<b>10/2023 - CLASSIFICATION OF A NATIONAL DISASTER (EASTERN AND WESTERN CAPE PROVINCES)</b>
<b>SUBJECT</b>	:	<b>CLASSIFICATION OF A NATIONAL DISASTER IN TERMS OF THE DISASTER MANAGEMENT ACT (ACT NO. 57 OF 2002): IMPACT OF SEVERE WEATHER THAT RESULTED IN FLOODING, STORM SURGES, GALE FORCE WINDS DURING SEPTEMBER 2023: EASTERN AND WESTERN CAPE PROVINCES</b>

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1. The NDMC continues to coordinate preparedness and awareness efforts in collaboration with the South African Weather Service (SAWS) to enhance early actions and informed decision-making when early warnings are issued as well as response efforts in addressing the effects of disaster incidents in the affected provinces.
2. From 15 September 2023, the SAWS issued impact-based warnings for severe weather with the lowest being level 2 and the highest a level 9 for various areas in the Eastern Cape Province. Storm surges combined with the spring tide caused serious damage to coastal settlements between Plettenberg Bay and the Fish River Mouth, especially in the Nelson Mandela Bay and Sarah Baartman municipalities. The storm surges combined with the spring tide and disruptive rain caused damage to coastal and inland areas.
3. From 21 September 2023, the SAWS issued impact-based warnings for parts of the Western Cape province i.e. City of Cape Town, Cape Winelands, Overberg and Garden Route. After consultation with the WC: PDMC, and the affected Heads of Centres on Sunday, 24 September 2023, the SAWS upgraded the weather warning to Orange Level 9 for Disruptive Rain causing isolated severe thundershowers leading to widespread flooding/flash flooding, mudslides and major travel disruptions.
4. Notable is that the incidents caused by the weather system resulted in the loss of life, damage to property, infrastructure and the environment in both provinces.
5. The National Disaster Management Centre (NDMC) coordinated stakeholder engagements, as well as damage assessments through the Provincial Disaster Management Centres (PDMCs) in Eastern and Western Cape provinces. The reports from the provinces including information from the activated structures were further analysed through engagements with relevant stakeholders.

#### 15. Key responsibilities by organs of state and stakeholders:

It is important that organs of state across the spheres of government, in response to this disaster:

- a) Further strengthen and support existing structures to implement contingency arrangements and to ensure that immediate relief, recovery and reconstruction measures are put in place
- b) Heighten implementation of respective legislation, contingency arrangements and emergency procedures, disaster risk reduction measures and climate change adaptation and resilience building measures that may be applicable in the circumstances;
- c) Continuously monitor severe weather conditions, implement early action measures after weather alerts and provide updated reports to relevant organs of state and structures;
- d) Fast-track implementation of intervention measures from existing municipal and sectoral programmers and initiatives as well as report progress to the PDMC;
- e) **Identify applicable grants for reallocation of own funds to address the impacts of severe weather conditions within communities as per Section 19 of DORA.** The PDMC to coordinate initiatives for reallocation of affected provincial sector departments and municipalities in consultation with the respective national transferring sector departments and submit requests to the NDMC for support and onward processing to the National Treasury. The details for the process of reallocations of grants are outlined in Section 19 (6) of the DORA;
- f) Identify the shortfalls and areas requiring augmentation through the Disaster Response Grants within the NDMC in line with the Municipal and Provincial Disaster Response Grant frameworks (**Annexure A**). Coordination of disaster grant funding allocations to be undertaken through the PDMC.
- g) Submit requests for reallocation of funding, funding requests as well as progress reports to the NDMC through the respective PDMCs.

Please feel free to contact Mr Thabo Khupari on Email – [ThaboK@ndmc.gov.za](mailto:ThaboK@ndmc.gov.za); Tel: 060 551 4895 or Ms Motlalepula Pitso, Tel – 060 984 5939; Email – [MotlalepulaP@ndmc.gov.za](mailto:MotlalepulaP@ndmc.gov.za) in case additional information is required on this matter.

*Elias Sithole*

**DR BONGANI ELIAS SITHOLE**  
**HEAD: NATIONAL DISASTER MANAGEMENT CENTRE**  
**DEPARTMENT OF COOPERATIVE GOVERNANCE**  
**DATE: 31/10/2023**

1. **APPROVAL OF A NOTARIAL LINK AND DUAL UTILISATION OF PARKING FACILITY, ERF 2219 – SOCIAL HOUSING PROJECT, OMEGA STREET: OWN HAVEN HOUSING ASSOCIATION / GOEDKEURING VAN 'N NOTARIALE VERBINDING EN DUBBELE GEBRUIK VAN PARKERING - GERIEWE, ERF 2219 – MAATSKAPLIKE BEHUISINGSPROJEK, OMEGASTRAAT: “OWN HAVEN BEHUISINGS ASSOSIASIE / UKUVUNYELWA KWENKCAZELO YE-NOTARIAL LINK KUNYE NOKUSETYENZISWA KABINI KWENDAWO YOKUPAKA, ERF 2219 – IPROJEKTHI YEZINDLU ZENTLALO, ISITALATO sase-OMEGA: OHHA**

**(REFERENCE NUMBER 1/1/2/8)**

**REPORT FROM EXECUTIVE MANAGER: PLANNING AND ECONOMIC DEVELOPMENT (MR L MENZE) / MANAGER HUMAN SETTLEMENTS (J MKUNQWANA)**

## **2 PURPOSE**

The serves to seek formal Council authority to allow Own Haven Housing Association (OHHA) to have the necessary authority for dual utilization of the current parking area located in erf 2219, Omega Street, through a Notarial Link arrangement relative to the planned social housing project development which was approved by the GRDM Council on 25<sup>th</sup> October 2023 (item H.03).

## **3. DELEGATED AUTHORITY**

Council

## **4. EXECUTIVE SUMMARY**

Our social housing development partner has formally indicated that there is a challenge with regards to their proposed alternative of a parking ratio of 0,75 instead of the proposed 0,35 per unit which is being suggested by George Municipality. This then necessitates a reversion to a Notarial link between erven 2219 and 26823, Omega Street where-in the social housing project will be developed as approved by Council on 25<sup>th</sup> October 2023.



This item therefore serves to seek Council authority for approval of such a notarial link for reservation of 24 parking bays for Omega Close beneficiaries between 17:30 to 07:00. GRDM personnel and clients would still have normal utilisation between 07:30 till 17:00 without any adverse effect. George Municipality now requires a formal confirmation from the GRDM attesting to such approved dual utilization parking arrangement.

## 5. RECOMMENDATIONS

- 5.1 That Council takes note that OHHA has advised that the George Municipality now prefers reversion to 0,75 relative to parking ratios which will reduce the overall planned quantity unit yields. However, further motivation has been submitted to approve 0,5 bays per unit.
- 5.2 That Council takes note that OHHA requires reversion to 0,35 parking ratio per unit in line with their detailed Traffic Impact Assessment and Parking Study that was submitted as part of the SDP exercise which renders an overall yield of 166 units.
- 5.3 That Council approves that a Notarial Link authorising use of a portion of the GRDM' Erf 2219, Omega Street to accommodate 24 parking bays to be used on a dual basis be authorised and concluded with OHHA.
- 5.4 That Council approves that the notarial link and associated lease be made available at a nominal amount per annum to not further impact the project financial viability.

## AANBEVELINGS

- 5.1 *Dat die Raad kennis neem dat dat Own Haven Behuising Assosiasie in kennis gestel was dat George Munisipaliteit 0,75 verkies, relatief tot parkeerverhoudings wat die algehele beplande hoeveelheid eenheid opbrengste sal verminder. Verdere motivering is egter ingedien om 0,5 baaie per eenheid goed te keur.*

- 5.2 *Dat die Raad kennis neem dat Own Haven Behuising Assosiasie terugkeer na 0,35 parkeerverhouding per eenheid vereis soos in ooreenstemming met hul gedetailleerde Verkeersimpakstudie en Parkeringstudie wat ingedien is as deel van die SDP-oefening wat 'n algehele opbrengs van 166 eenhede sal oplewer.*
- 5.3 *Dat die Raad goedkeuring verleen dat 'n Notariële Skakel wat die gebruik van 'n gedeelte van die GRDM' Erf 2219, Omegastraat om 24 parkeerplekke te akkommodeer wat op 'n dubbele basis gebruik kan word, gemagtig word en met Own Haven Behuising Assosiasie afgesluit word.*
- 5.4 *Dat die Raad goedkeuring verleen dat die notariële skakel en gepaardgaande huurkontrak beskikbaar gestel word teen 'n nominale bedrag per jaar om nie die finansiële lewensvatbaarheid van die projek verder te beïnvloed nie.*

## **ISINDULULO**

- 5.1 Sesokuba kuqaphelwe ukuba i-OHHA icebise ukuba uMasipala waseGeorge ngoku ukhetha ukubuyisela ku-0,75 xa kuthelekiswa nomlinganiselo wokupaka okuya kunciphisa ubuninzi obucetyiweyo beyunithi yezivuno. Nangona kunjalo, enye inkuthazo ingenisiwe ukuze kuphunyezwe iindawo eziyi-0,5 kwiyunithi nganye.
- 5.2 Kwakhona kuqatshelwe ukuba i-OHHA ifuna ukubuyiselwa kumlinganiselo we-0,35 wokupaka kwiyunithi nganye ngokuhambelana noVavanyo lweMpembelelo yeNdlela eneenkcukacha kunye noPhononongo lokuPaka olungeniswe njengenxalenye yomsebenzi we-SDP onika isivuno sisonke seeyunithi ezili-166.
- 5.3 Kuvunyiwe ukuba iNotarial Link egunyazisa ukusetyenziswa kwenxalenye ye-GRDM' Erf 2219, Omega Street ukulungiselela iibheyi zokupaka ezingama-24 eziza kusetyenziswa ngeendlela ezimbini zigunyaziswe kwaye zigqitywe nge-OHHA.

5.4 Kukwavunywa kwakhona ukuba ikhonkco le-notarial kunye nokuqeshisa okuhambelanayo kwenziwe kufumaneka ngesixa-mali esiqhelekileyo ngonyaka ukuze kungabi nampembelelo ngakumbi kubukho bemali yeprojekthi.

## **6. DISCUSSION / CONTENTS**

### **6.1 Background**

After receiving a formal request from our development partner, OHHA regarding the Notarial link request in respect of erf 2219, GRDM Management held a formal discussion with OHHA on 27<sup>th</sup> November 2023 to get a deeper technical understanding of the intent and implications of such a linkage to the implementation of the approved Omega Close social housing project. This also included looking at the way such proposed dual usage of the parking arrangement would effectively operate to satisfy the parking needs of both GRDM as well as those of beneficiaries with vehicles linked to the Omega social housing development.

The George Municipality' recent insistence on consideration of a higher parking ratio of 0.75 per unit in the planned development has necessitated such proposed dual usage to avoid reducing the current unit yield of 166 per completed SDP to 116 units. This according to OHHA, has serious implications which could erode the current project feasibility.

### **6.2 Discussion**

The Notarial link option to erf 2219 was raised by the Managing Director, Mr A Wiseman, OHHA as a possible practical solution to the development should George Municipality insist on the parking ratio of 0.75 per unit. The GRDM Management has now received a further formal request from its social housing development partner, OHHA,

It is within this rationale that OHHA is formally requesting the GRDM Council to consider a Notarial Link to erven 2219 and 26823, George which relates to a dual utilisation arrangement requiring reservation of 24 parking bays within erf 2219. This formal authority and confirmation of such an arrangement by GRDM, will allow the George Municipality to favourably consider the use of identified 24 parking bays within erf 2219 on a dual utilisation basis.

If favourably considered by GRDM, this would nullify possible reduction of the current 166 units per the current SDP by 50 units which would have limited the feasibility and sustainability of the project. Further it would deny 50 affordable housing future beneficiaries and their family members (with overall total of 150 if multiplied by an average of three family members per unit).

In the light of this and relative to the earlier approval of the project by the GRDM Council on 25<sup>TH</sup> October 2023, consideration should therefore be given to approving a formal lease arrangement for a Notarial tie linking the Omega Close development to the GRDM municipal site for cyclic (shared) parking with staff utilising from 07:30 to 17:00 and OHHA tenants from 17:30 to 07:00 respectively.

According to OHHA, the practical implications of their proposals would therefore result in the following management and cost implications:

**A. Access control**

It is proposed that a secondary controlled gate and fence be erected to enclose and separate the demarcated parking bays. This will prevent access to the remainder of the GRDM property complex.

**B. Parking management**

It is proposed that the notarial link describes "cyclic use" of the designated parking bays limiting tenant use to 17h30 to 7h00. Use of the parking beyond the specified period will result in clamping and imposition of a fine to release the vehicle.

### **C. Financial impacts**

It is motivated that in line with GRDM's agreement to accepting 20% of the market value of Erf 26823, that the notarial link and associated lease be made available at a nominal amount per annum to not further impact the project financial viability.

Note should further be taken that the parking area has been considered as an economic development opportunity.

The proposed Notarial Link will allow OHHA to reduce the parking ratio to the ideal 0.5 and complement efforts to realise the overall unit yield of 166 social housing opportunities in line with their feasibility exercise and Site Development Plan (SDP) they have undertaken.

#### **6.3 Financial Implications**

If this arrangement is approved, it would necessitate that the notarial link and associated lease be made available at a nominal amount per annum to not further impact the project financial viability.

#### **6.4 Legal Implications**

The Notarial Link be on based on an approved Deed of Lease to be concluded by both parties.

#### **6.5 Staff Implications**

There are no foreseen staff implications.

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

The formal approval of the Omega Social Housing Project in line with resolution H.03 by Council at its meeting held on 25<sup>th</sup> October 2023.

#### **6.7 Risk Implications**

There are no foreseen risks associated with the proposed favourable decision by Council.

**From:** [Joel V Mkunqwana](#)  
**To:** [Lusanda Menze](#); [Monde Stratu](#)  
**Cc:** [Sheham Sims](#); [Rehana Matthews](#)  
**Subject:** FW: Request to register a Notarial Deed over Erf 2219 with Erf 26823 (Omega Street Social Housing development)  
**Date:** Tuesday, 28 November 2023 08:29:22  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[0.png](#)

Dear MM and colleagues,

Please note Andrew' formal outline and proposal regarding the Notarial Link over erf 2219, Omega with regards to the parking ratio deviation.

I will now proceed to prepare the related Council item for the 14<sup>th</sup> December 2023 as agreed yesterday, thanks

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**From:** Andrew Wiseman <[andrew@ownhaven.co.za](mailto:andrew@ownhaven.co.za)>  
**Sent:** Monday, November 27, 2023 8:49 PM  
**To:** Joel V Mkunqwana <[joelm@gardenroute.gov.za](mailto:joelm@gardenroute.gov.za)>  
**Subject:** Request to register a Notarial Deed over Erf 2219 with Erf 26823 (Omega Street Social Housing development)

Dear Joel

Thanks for arranging the "briefing meeting" with the MM today.

As was reported during the presentation of 25 October to the Garden Route District Municipality presenting the status of the Omega Close Social Housing development, the possibility of approaching Council to approve a Notarial Link with Erf 2219 over a portion of the parking area was tabled.

By way of objective, Own Haven has tried to maximise the yield of Erf 26823. The current layout accommodates 166 units.

Reflecting on the development constraints impacting the site, parking requirements per unit is the main determinant of yield.

The stipulated parking requirements for the site in terms of the George Municipality planning guidelines is 0,75 +0,25 (resident + visitor) bays per unit.

Given the "car ownership" realities of social housing developments, a TIA was commissioned that motivated a parking departure to 0,35 bays per unit. However, it is understood that George Municipality recently approved a 0,5 parking requirement for the "Crocodile site" being packaged by George Municipality as an integrated, mixed use development – and appears to be viewed as a precedent.

The impact on the Omega Close development would be to reduce the yield from 166 units to 116 units – seriously impacting the overall project viability.

As a response to the impasse, it is motivated that the Garden Route District Municipality agrees to a Notarial Deed linking a portion of the parking area of the GRDM site - Erf 2219 – to Erf 26823 to present a "feasible alternative" addressing the parking requirement by accommodating the shortfall of 24 bays on the adjacent erf.

Considering the practical implications of the proposal:-

#### Access control

It is proposed that a secondary controlled gate and fence be erected to enclose and separate the demarcated parking bays. This will prevent access to the remainder of the GRDM property complex.

#### Parking management

It is proposed that the notarial link describes "cyclic use" of the designated parking bays limiting tenant use to 17h30 to 7h30. Use of the parking beyond the specified period will result in clamping and imposition of a fine to release the vehicle.

#### Financial impacts

It is motivated that in line with GRDM's agreement to accepting 20% of the market value of Erf 26823, that the notarial link and associated lease be made available at a nominal amount per annum to not further impact the project financial viability.



The above image indicates the Omega Close development proposal and earmarked linked parking bays.



The red line and arrow in the above image indicates the proposed fence line and additional controlled access gate respectively to ensure separation from and safety of the GRDM office complex.

It is requested that the GRDM favourably consider the request for a Notarial Deed linking a portion of erf 2219 (parking area) with Erf 26823 to accommodate cyclic parking to make an additional 24 bays available for the Omega Close social housing development proposal to facilitate achieving 0,5 parking bays per unit for the proposed 166 units.

I trust the above is in order.

Kind regards

ANDREW WISEMAN

Managing Director

T +27 86 169 6428 | F +27 43 722 3130

