



SPECIAL MEETING OF THE COUNCIL

SPEZIALE VERGADERING VAN DIE RAAD

INTLANGANISO EKHETHEKILEYO YEBHUNGA

MINUTES / NOTULE /

IMIZUZU

**DATE / DATUM / UMHLA : 22 JANUARY / JANUARIE /
JANYUWARI 2016**

**VENUE / PLEK / INDAWO : BANQUETING HALL /
BANKETSAAL**

**CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU
HERMANUS**

TIME / TYD / IXESHA : 11:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF A SPECIAL MEETING OF THE COUNCIL HELD IN THE BANQUETING HALL, CIVIC CENTRE, HERMANUS, ON 22 JANUARY 2016, AT 11:00

PRESENT/ TEENWOORDIG

Councillors were present as per attached attendance register.

**OFFICIALS PRESENT/
AMPTENARE TEENWOORDIG**

Mr C Groenewald, Municipal Manager
Ms D Arrison, Director: Management Services
Ms S Reyneke-Naudé, Director: Finance
Ms N Michaels, Director: Protection Services
Mr S Madikane, Director: LED
Mr R Williams, Director: Community Services
Mr S Müller, Director: Infrastructure & Planning
Mr C le Roux, Deputy Director: Finance
Mr F Myburgh, Senior Manager: Gansbaai
Mr B King, Senior Manager : Financial Services
Mr B D'Oliveira, Accountant : Procurement
Ms R Louw, Senior Manager : Strategic Services
Ms C Resandt, PRO : Office of the Executive Mayor
Mr D van der Heever : Chief Audit Executive
ICT
Ms R Steenekamp, PA : Director: Management Services
Ms H van Tonder, Manager: Council Support Services
Ms S Swart, Administrative Officer: Council Support Services
Ms G Erasmus, Clerk : Auditorium






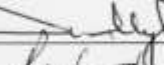
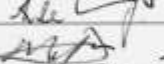
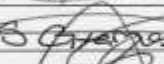
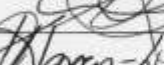
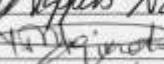
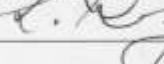

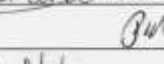
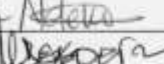
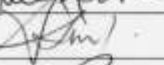




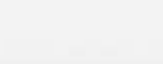





**ALSO PRESENT/
OOK TEENWOORDIG**

Members of the Public

MINUTES/....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING
22 JANUARY 2016

ALDERMAN/COUNCILLORS	SIGNATURE
ANDREWS, M	
APPELGREIN, P	
BEYERS-CRONJE, L	
BOTHA, D	
BOTHA-GUTHRIE, N	
BRICE, K	
COETSEE, A	
COETZEE, DP	
DE CONING, R	
DYANI M	
GXAMESI, S	
JANUARIE, JJ S	
KLOPPERS-LOURENS J	
NQINATA, NNT	
KRIGE, L	
MACOTHA, VC	
MANDINDI, CQ	
MAY, P	
NDEVU, L	
OPPERMAN, M	
PIE, MT	
PONOANE, MV	
PRINS, A	
SAPEPA, NM	
SMITH, RJ	

1. OPENING

Cllr C Macotha opened with prayer.

The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE SPEAKER / EXECUTIVE MAYOR

The Executive Mayor, Ald N Botha-Guthrie, asked permission to address the meeting on Item 5 of the agenda later during the meeting.

The Speaker, Ald A Coetsee, requested that it be minuted that he allowed the Municipal Manager, Mr C Groenewald, to attend the meeting without a jacket.

4. CONSIDERATION OF RECOMMENDATIONS MADE BY THE EXECUTIVE MAYOR TO COUNCIL, IN TERMS OF SECTION 160(2) OF THE CONSTITUTION, 1996, AND SECTION 59(1)(a) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT 2000 (ACT 32 OF 2000)

4.1

**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2015/2016:
2nd QUARTER: 01 OCTOBER TO 31 DECEMBER 2015**

**(ITEM 4, PAGE 1 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)**

RESOLVED (UNANIMOUSLY):

that **cognisance be taken** of the activities undertaken and outcomes achieved in the implementation of the Overstrand Municipality Supply Chain Management Policy for the 2nd Quarter of 2015/2016.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.2

**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR NOVEMBER 2015**

**(ITEM 5, PAGE 36 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)**

RESOLVED (UNANIMOUSLY):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for November 2015, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for November 2015, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.3

**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR DECEMBER 2015**

**(ITEM 6, PAGE 41 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)**

RESOLVED (UNANIMOUSLY):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for December 2015, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for December 2015, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.4**QUARTERLY BUDGET REPORT FOR DECEMBER 2015****(ITEM 7, PAGE 47 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)****RESOLVED (UNANIMOUSLY):**

that the budget report for the quarter ended December 2015, prepared as part of the financial reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003, **be noted**.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.5

QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET FOR DECEMBER 2015

(ITEM 8, PAGE 84 : SPECIAL MAYORAL COMMITTEE MEETING : 22 JANUARY 2016)

RESOLVED (UNANIMOUSLY):

that the consolidated quarterly report in respect of Bank Account Withdrawals not in terms of an Approved Budget for the quarter ended December 2015, **be noted**.

RESPONSIBLE OFFICIAL :

BA KING

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.6

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR DECEMBER 2015**(ITEM 9, PAGE 87 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)****RESOLVED (UNANIMOUSLY):**that the Mid-Year Budget and Performance Assessment Report, **be noted**.**RESPONSIBLE OFFICIAL :****B KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.7

REPORT ON THE PROPOSED 5th ADJUSTMENTS BUDGET FOR 2014/2015

**(ITEM 10, PAGE 136 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)****RESOLVED (UNANIMOUSLY):**

1. that, in terms of section 28(2)(g) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the 5th Adjustments Budget for 2014/2015 **be approved**, in order to address the unauthorised expenditure incurred, amounting to R3 715 273 in respect of Vote 1 – Council General (R1 311 496) and Vote 7 – Infrastructure & Planning (R2 403 777), as set out in the following schedules:

Schedule 1: Budgeted financial performance (revenue & expenditure by municipal vote)

Schedule 2: Budgeted financial performance (revenue by source & expenditure by type)

Schedule 3: Budgeted multi-year capital appropriations by standard classification (vote) and associated funding by source

Schedule 4: Budgeted financial position

Schedule 5: Budgeted cash flow

Schedule 6: Cash backed reserves and acc. surplus reconciliation

Schedule 7: Asset management

Schedule 8: Basic service delivery measurement

2. that the following schedules be noted:

Schedule 9: Budgeted financial performance (revenue & expenditure by standard classification)

Schedule 10: Budgeted capital appropriations by municipal vote

3. that the SDBIP be amended accordingly.

RESPONSIBLE OFFICIAL:

BA KING

TARGET DATE FOR IMPLEMENTATION:

TO BE NOTED

4.8**REVISED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
FOR 2014/15****(ITEM 11, PAGE 197 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)****RESOLVED (UNANIMOUSLY):**

1. that the revised SDBIP for 2014/15 **be approved**; and
2. that the revised SDBIP for 2014/15 **be made public**.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****27 JANUARY 2016**

4.9

**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
SECOND QUARTERLY REPORT: OCTOBER – DECEMBER 2015**

**(ITEM 12, PAGE 221 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)**

RESOLVED (UNANIMOUSLY):

that the content of the report for the second quarter of the 2015/16 financial year on the top level Service Delivery and Budget Implementation Plan, **be noted**.

RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.10**RAISING OF NEW EXTERNAL LOANS****(ITEM 13, PAGE 250 : SPECIAL MAYORAL COMMITTEE MEETING :
22 JANUARY 2016)****RESOLVED (UNANIMOUSLY):**

1. that the loan agreement for the raising of the total external loans amounting to R90 000 000 (R30 000 000 per year) for the 2015/2016, 2016/2017 & 2017/2018 financial years be approved; and
2. that the Municipal Manager be authorised to sign the necessary agreements and documents for the above external loans.

RESPONSIBLE OFFICIAL:**B A KING****TARGET DATE FOR IMPLEMENTATION :****1 MARCH 2016**

4.11**APPLICATION FOR PERMISSION FOR THE USE OF NEW BOREHOLES FOR IRRIGATION PURPOSES BY THE HERMANUS GOLF CLUB****(ITEM 14, PAGE 299 : SPECIAL MAYORAL COMMITTEE MEETING : 22 JANUARY 2016)****RESOLVED (UNANIMOUSLY):**

that condition (b) of the amended Clause 12.5 of the Deed of Sale between Overstrand Municipality and the Hermanus Golf Club, as approved by Council on 28 October 2015, be replaced by the following:

“(b) The specific boreholes be identified by the Hermanus Golf Club and indicated to the municipality and the BGCMA”;

RESPONSIBLE OFFICIAL :**H BLIGNAUT****TARGET DATE FOR IMPLEMENTATION :****1 FEBRUARY 2016****TARGET DATE TO INFORM APPLICANT :****1 FEBRUARY 2016**

5. CONSIDERATION OF REPORTS**5.1****SUBMISSION OF THE DRAFT AUDITED ANNUAL REPORT FOR THE FINANCIAL YEAR 2014/15****5/15/1/1****R Louw****8 December 2015****(028) 313 8071****Corporate Head Office****EXECUTIVE SUMMARY**

The purpose of this report is to present the draft audited Annual Report, for the 2014/15 financial year to Council.

THE SPEAKER, ALD A COETSEE, REQUESTED THAT IT BE MINUTED THAT HE AFFORDED THE EXECUTIVE MAYOR, ALD N BOTHA-GUTHRIE, TIME TO DELIVER HER SPEECH

THE EXECUTIVE MAYOR, ALD N BOTHA-GUTHRIE, DELIVERED HER SPEECH, A COPY OF WHICH IS ATTACHED AS ANNEXURE A TO THE MINUTES

THE EXECUTIVE MAYOR TABLED THE ANNUAL REPORT, AND SHE THANKED EVERYONE WHO TOOK PART IN THE COMPILATION OF THIS REPORT

RESOLVED (UNANIMOUSLY):

1. that the tabling of the 2014/15 Draft Audited Annual Report in Council by the Executive Mayor, **be noted**;
2. that the Draft Audited Annual Report **be made public** immediately after the tabling in Council; and
3. that the local community **be invited** to submit representations in connection with the draft annual report.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****25 JANUARY 2016**

The meeting adjourned at 11:20

DATE

THE SPEAKER – A COETSEE

Mr Speaker, Aldermen and Councillors,

Section 127 of the Municipal Finance Management Act provides for the Mayor to table in Council an Draft Annual Report of the Municipality within seven months after the end of a financial year. The Draft Annual Report which is to be tabled today is for the financial year 2014/15.

The Draft Annual Report is a public document as from today and Councillors and the public at large now have the opportunity to comment on the document. Advertisements to this effect will appear in the local press with an indication of the cut-off date for comments to be received by the Administration. All such comments received will be considered by Council when Council considers the Oversight Report at its March 2016 Council meeting.

Mr Speaker, Aldermen and Councillors, as is mentioned in the report which serves before you today, the Annual Report

- provides a record of the activities of the Municipality;
- provides a report on performance in service delivery and budget implementation;
- provides information that supports the revenue and expenditure decisions made; and
- promotes accountability to the local community for decisions made.

A very important aspect of the Annual Report is that it contains a report from the Auditor General in which it is indicated that the Overstrand Municipality has obtained a **clean audit** for the 2014/15 financial year. This, Mr Speaker, Aldermen and Councillors, is thus the third consecutive year that the Overstrand Municipality has obtained a clean audit. For this, I want to thank all Councillors, as body corporate, the Administration and other role players for their hard work and dedication towards achieving this. I acknowledge the presence in the audience this morning of Ms Gina Schultz, Manager in the Western Cape Office of the Auditor General. I thus also want to thank our colleagues of the Office of the Auditor General for the professional and effective way in which the audit was conducted and for being our partners in demonstrating accountability to our community at large.

Having said this, Mr Speaker, I now request that the 2014/15 Draft Annual Report be tabled.