



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref. no.3/4/1/5

2017-11-29

MINUTES

14TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2017-11-29 AT 10:00

Detailed account of the meeting proceedings is available on audio recording, which is obtainable from The Municipal Manager's Office per Request for Information (RFI)

MINUTES
14TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY
2017-11-29
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MINUTES OF THE 14TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY HELD ON 2017-11-29 AT 10:00 IN THE COUNCIL CHAMBER, TOWN HOUSE, PLEIN STREET, STELLENBOSCH

PRESENT	The Speaker, Cllr DD Joubert [Chairperson] The Executive Mayor, Ald G Van Deventer (Ms) The Deputy Executive Mayor, Cllr N Jindela	
ALDERWOMEN	JP Serdyn (Ms)	
COUNCILLORS	F Adams (until 14:20 and again from 14:30) DS Arends FJ Badenhorst GN Bakubaku-Vos (Ms) FT Bangani-Menziwa (Ms) (until 15:00) PW Biscombe PR Crawley (Ms) (until 16:00) A Crombie (Ms) JN De Villiers (until 14:45) MB De Wet R Du Toit (Ms) A Florence AR Frazenburg E Groenewald (Ms) JG Hamilton AJ Hanekom DA Hendrickse (until 16:45) JK Hendriks	LK Horsband (Ms) (until 13:00) MC Johnson NS Louw C Manuel NE McOmbring (Ms) (from 12:40) XL Mdemka (Ms) RS Nalumango (Ms) N Olayi MD Oliphant SA Peters WC Petersen (Ms) MM Pietersen (until 15:00) WF Pietersen SR Schäfer N Sinkinya (Ms) P Sitshoti (Ms) (until 14:00) Q Smit E Vermeulen (Ms)

Officials:	Municipal Manager (Ms G Mettler) Chief Financial Officer (M Wüst) Director: Community and Protection Services (G Esau) Director: Engineering Services (D Louw) Director: Human Settlements (T Mfeya) Director: Planning and Economic Development (D Lombaard) Director: Strategic and Corporate Services (Ms A De Beer) Chief Audit Executive (F Hoosain) Head: Committee Services (EJ Potts) Committee Clerk (T Samuels (Ms)) Committee Clerk (N Mbali (Ms)) Interpreter (J Tyatyeka)
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1.	OPENING AND WELCOME
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The Speaker, Councillor DD Joubert, welcomed all present, and requested that a moment of silent reflection be observed. Thereafter Cllr JK Hendriks opened the meeting with a prayer.

2.	COMMUNICATIONS
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2.1	MAYORAL ADDRESS
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“Goeie dag, good day, molweni, as-salaam alaikum.

- Op Saterdag het die jaarlikse 16 dae veldtog teen geweld teen vroue en kinders afgeskop.
- Hierdie veldtog word elke jaar herdenk vanaf 25 November -10 Desember
- Die fokus is op die siklus van geweld teen veral vroue en kinders wat werklik epidemiese afmetings in Suid-Afrika aanneem.
- Hierdie twee groepe in Suid-Afrika is nie net meer kwesbaar ten opsigte van huishoudelike geweld nie, maar is ook meer weerloos ten opsigte van armoede, algemene geweld, bendes en verwaarloosde mediese en emosionele sorg. Met groot hartseer verneem van 'n 19jarige seun wat verlede week juis gedood is in vermoedelike bende geweld in Cloetesville – wys die kwesbaarheid van ons kinders.
- As 'n vroulike Burgermeester, wat ook in die strafregstelsel gewerk het, is ek baie bewus van die uitdagings en probleme wat weerlose groepe in ons samelewing elke dag in die gesig staar.
- As leiers in ons gemeenskap, is dit elkeen van ons se verantwoordelikheid om meer te doen om die uitdagings wat weerlose groepe in die gesig staar aan te spreek
- Ek wil die geleentheid gebruik om almal wat mishandel word, aan te moedig om te praat. SKREE daarvoor, maar moenie langer stilbly nie.
- Stilte laat hierdie tipe gedrag floreer en blom, dit gee aan die misdadigers die mag
- Deur te praat, deur die wandade bekend te maak, skyn ons 'n lig daarop en verdryf ons die donker van vrees
- Ons het ook verskeie programme wat gehou gaan word gedurende hierdie veldtog en wat gaan fokus op pr
- aatjies met veral plaaskinders.
- We recently launched the Walking Bus Initiative in Cloetesville.
- This is a community driven safety initiative, geared towards creating safe environments for children to walk and go to school in
- myself, ward councillor Elsabe Vermeulen and members of the Mayco joined the Minister Dan Plato, Provincial Minister for Community Safety, for the launch of this project
- Volunteers will walk with children to school, picking up children on route as they go to form a walking bus.
- The program relies on volunteers and community participation.
- It gives power back to the communities to take back their communities from criminals threatening their safety.

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- The Department of Community Safety provides support to the volunteers in terms of gear and communication.
 - During the walk I also had the opportunity to speak to the principals of various schools in the Cloetesville area.
 - I want to thank the dedicated headmasters of all these schools, for the work they do, managing our schools and teaching our children, in very difficult circumstances
 - Schools continue to be a target for especially vandals and they suffer thousands of rands in damage.
 - As communities we must stand together, report vandalism, so that our schools are places of pride for the learners
 - Ons het werklik toegewyde onderwysers in ons omgewing:
 - Mnr van Rooyen, skoolhoof van Rietenbosch Primêr het Naskoolse Uitnemendheidstoekennings wat deur Premier Helen Zille aangebied word, given
 - Skool bied wye verskeidenheid aktiwiteite vir leerders na skool wat nuwe geleenthede vir die leerders skep, nie net in sport nie, maar ook vir lewensvaardighede.
 - Baie dankie vir die inisiatief en harde werk wat u in sit Mnr Van Rooyen!
 - Dankie ook vir al die onderwysers wat hard gewerk het gedurende die jaar, ek hoop u geniet die welverdiende blaaskans wat voor die deur is.
 - Just because we are close to the end of the year, does however not mean that the municipality ever stops working!
 - After various complaints and following a visit by myself to the traffic services, we have now implemented a Traffic Services Improvement Strategy
 - The strategy aims to improve the services at the various traffic department desks in the municipality and therefore improve the experience of the clients
 - The strategy includes additional staff being trained and deployed,
 - Opening of a desk at the Franschoek offices where members of the public can renew their vehicle licenses and register vehicles
 - Business hours have been extended until the end of December
 - Every second Saturday of the Month, the department is also open to the public from 08:00 to 12:00
 - A new ticket waiting system has also been implemented, making service more efficient
 - I want to encourage the public to share their experiences so that we can learn and know if we are making progress
 - Met die vakansie op hande wil ek 'n beroep doen op al die inwoners om seker te maak hul motorvoertuiglisensies en bestuurlisensie geldig is voor u die langpad aandurf.
 - Ons wil graag hê dat almal veilig by hul bestemmings moet uitkom en weer veilig terug kom.
 - Ons eie Feesseisoen veiligheidsinisiatief skop af op 8 Desember.
 - Ons sal reg deur die feesseisoen help om seker te maak ons paaie is veilig en dat mense hou by die padreëls
 - Baie dankie aan die amptenare wat regdeur die Feeseisoen aan diens gaan wees.
 - Water remains on the agenda
 - Despite reason rains, the drought persists and dams remain low.
 - I urge residents to continue to save water and to continue using it sparingly.
 - I also want to urge all our visitors to adhere to our water restrictions and save water wherever possible, we are very much dependent on your cooperation.

- Guests houses and hotels are requested to please inform all guests of water restrictions and to kindly request guests to adhere to restrictions.
- Voor ek afsluit, laaste bietjie goeie nuus.
- By die Greenest Municipality Toekennings Maandagaand het ons erkenning ontvang vir ons Molok Projek wat in klapmuts en Kayamandi en Langrug geïnstalleer is,
- Ons het erkenning gekry vir die mees verbeterde Afvalbesetuur as ook vir die mees verbeterde water bewaring en bestuur.
- Baie geluk aan Direkteur Louw en sy span!
- Ek wil graag van die geleentheid gebruik maak om baie geseënde Feesseisoen toe te wens aan al die Raadslede, Direkteure en personeel van Munisipaliteit. Mag dit 'n geseënde tyd saam met vriende en familie wees. Dankie vir u toewyding en harde werk deur 2017. Wees asseblief veilig en verantwoordelik gedurende die feesvieringe en kom asseblief veilig terug.

2.2	COMMUNICATION BY THE SPEAKER
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- The Speaker congratulated all Councillors who celebrated and will celebrate their birthdays during November.
- The recess period is from 11 December 2017 until 15 January 2018. Councillors should be available should any urgent matters arise.
- A special Council meeting to deal with the System of Delegations will be held in December 2017. A date in this regard will be communicated to Councillors.
- In terms of the interpretation of Rule 15.2 of the Rules of Order By-law, Councillors are not allowed to leave the Council Chamber while Council (voting) is in session, and Councillors should be present throughout the meeting. To accommodate Councillors in this regard, the Speaker announced that he will allow a 5 – 10 minute break after every 1½ hours. If a Councillor wants to leave the Chamber for whatever reason, permission should be obtained from the Whip and this need to be recorded (timeframes).
- With regard to the withdrawal of items, the Executive Mayor/Municipal Manager will indicate which items will be withdrawn, together with reasons for the withdrawal. Council will vote on this and based on the outcome of the vote, the item will either be withdrawn or debated. If the item is withdrawn, no debate will take place.
- The Speaker alluded to the following rules in the Rules of Order By-law:
- **Rule 16 (Debate Management):**
 - 16.1 At least twenty-four (24) hours prior to a meeting of Council, the Political Whips of the Parties in Council, must provide to the Chief Whip a list showing:
 - which items on the agenda for that meeting are to be debated and for which items written amendment proposals will be submitted;
 - the total time to be allocated to the debate of each such item, provided that, the maximum time allocated for debate on each item on the agenda will be up to thirty (30) minutes. The Speaker and the Chief Whip can reduce the time allocated to discuss an item in accordance with the comprehensiveness and contents thereof.

16.2 Based on the list drawn up in terms of Rule 16.1, each party must deliver to the Chief Whip, before the close of the business on the day preceding the Council meeting, a list of the members who will speak on an item, and the time allocated to each member, provided that the total time located to all such members of a party shall not exceed the time allocated to that party in terms of Rule 16.1.2.

- **Rule 27 (Irrelevance, tedious repetition, unbecoming language or behavior and breach of order):**

27.1 The Speaker must call the attention of the member to irrelevant, tedious repetition, unbecoming language or behaviour or any breach of order on the part of a member, and shall direct such member, if speaking, to discontinue his/her speech until the member has come to order. Such direction shall be regarded as a warning. Upon 2 warnings, of which the second warning will be final, during the deliberations of the Council meeting, the provisions of Rule 28 shall apply and the Speaker may decide to take disciplinary action against such member in terms of the Code of Conduct for Councillors.

27.2 The Speaker shall direct a member to apologise or withdraw an allegation if it is unbecoming or injures or impairs the dignity or honor of a member or officer of the Council.

27.3 No member, official or other person shall be allowed to bring any food, beverages or alcohol into the Council Chamber and the use of a cellphone, reading of a newspaper or magazine while a meeting is in progress is strictly forbidden.

Rule 28 (Removal Or Exclusion Of Councillor):

28.1 If a member refuses to comply with a direction in terms of Rule 27, the Speaker may direct an officer to remove the member or to cause his/ her removal and to take steps to prevent his / her return to the meeting, provided that the Speaker may, in his / her sole and absolute discretion, permit the return of the member to the meeting on the submission by the said member to the Speaker of a written expression of regret, such expression of regret must be part of the minutes of the meeting.

- When a Councillor is ordered to leave the Chamber, such Councillor must do so in an orderly manner and other Councillors are requested to refrain from making remarks towards that Councillor.

2.3	COMMUNICATION BY THE MUNICIPAL MANAGER
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NONE

3.	OFFICIAL NOTICES
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3.1	DISCLOSURE OF INTERESTS	(3/6/2/2)
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Councillor WC Petersen (Ms) disclosed an interest in item 8.2.1 on the Agenda and will recuse herself when this matter is dealt with.

3.2	APPLICATIONS FOR LEAVE OF ABSENCE	(3/4/1/6)
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- (1) The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr E Fredericks (Ms) – 29 November 2017
 Cllr M Mananga-Gugushe (Ms) – 29 November 2017
 Cllr L Maseba – 29 November 2017

- (2) Permission was granted to Councillor NE McOmbring (Ms) to join the meeting later (at 12:40); and

- (3) Permission was granted to the following Councillors to leave the meeting earlier:

Cllr LK Horsband (Ms) – at 13:00
 Cllr S Schäfer – at 13:00
 Cllr P Sitshoti (Ms) – at 14:00
 Cllr JN De Villiers – at 14:40
 Cllr MM Pietersen – at 15:00
 Cllr FT Bangani-Menziwa (Ms) – at 15:00;
 Cllr P Crawley (Ms) – at 16:00

- (4) The following Councillors joined the meeting late after breaks:

- (i) Late after a body break that ended at 11:45

Cllr A Florence joined the meeting at 11:50

- (ii) Late after a lunch break that ended at 13:30

Cllr JN De Villiers joined the meeting at 13:35
 Cllr C Manuel joined the meeting at 13:40

4.	CONFIRMATION OF MINUTES	(3/4/1/5)
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- 4.1 The minutes of the 13th Council meeting dated 2017-10-25 were **confirmed as correct.**

5.	STATUTORY MATTERS	(3/4/1/4)
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NONE

6.	REPORT/S BY THE MUNICIPAL MANAGER RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS COUNCIL MEETINGS
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ITEM	Pg	INPUT	RESPONSE
<p>Cllr P Sitshoti: 12th Council: <u>2017-09-27: item 7.5.1</u></p> <p>APPLICATION TO ACQUIRE AN ADDITIONAL PORTION OF LAND FOR THE PURPOSE OF EXTENDING THE CLINIC IN KLAPMUTS</p>	13	<p>What happened to the site for the Kayamandi Clinic?</p> <p>Need clarity on the queries regarding ward committees.</p>	MM will follow up and respond to Cllr P Sitshoti's questions.
<p>Cllr DA Hendrickse: 11th Council: 2017-08-30: Item 10.5</p> <p>MOTION BY CLLR DA HENDRICKSE: CANCELLATION OF LEASE AGREEMENT WITH KWV ON PORTION OF ERF 369</p>	11	<p>An illegal resolution was passed. What is the Manager: Property Management doing with my Motion?</p> <p>The list of Outstanding resolutions is not correct.</p> <p>A council resolution of Cllr F Adams is still outstanding since 2010. The MM must verify which resolutions were not implemented.</p>	MM to verify and respond.
<p>Cllr F Adams: 38th Council: <u>2016-02-24: Item 9.1</u></p> <p>MOTION BY CLLR JK HENDRIKS: SUPPORT FOR INDIGENT PEOPLE IN RURAL AREAS</p>	3	Did the Minmay Tech meeting take place on 27 November 2017 as indicated on page 3 of the Outstanding Resolutions?	MM responded that Minmay Tech meeting did take place. A resolution was passed. Task team was established.
<p>Cllr F Adams: 11TH Council: <u>201708-30: Item 7.1.2</u></p> <p>STREET PEOPLE POLICY</p>	10	Did the workshop with local and provincial role-players scheduled for 24 November 2017 take place, and that a report in this regard be submitted to the January 2018 Council meeting.	Written feedback will be submitted.
<p>Councillor DS Arends: 8th Council: 2017-04-26: Item 7.3.1</p> <p>THE FUTURE USE AND MAINTENANCE OF COUNCIL HERITAGE BUILDINGS</p>	7	Was the portfolio committee established and when will a report be submitted to Council in this regard?	MM responded that waiting on the valuations.
<p>Councillor DS Arends: 8th Council: 2017-04-26: Item 7.3.2</p> <p>STELLENBOSCH MUNICIPALITY: EXTENSION OF BURIAL SPACE</p>	8	Is there a progress report?	If Council requires reports, must inform the Admin timeously thereof, because various role-players are involved.
<p>Councillor DS Arends: 12^h Council: 2017-09-27: Item 7.5.1</p> <p>APPLICATION TO ACQUIRE AN ADDITIONAL PORTION OF LAND FOR THE PURPOSE OF EXTENDING THE CLINIC IN KLAPMUTS</p>	13	90% Complete, will a progress report be submitted to Council on what has been done?	If Council requires reports, must inform the Admin timeously thereof, because various role-players are involved.

NOTED

The feedback report on Outstanding Resolutions.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Office of the MM
Ref no:		Author	Office of the MM
Collab:		Referred from:	

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: (ALD G VAN DEVENTER (MS))
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7.1	COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES: (PC: CLLR AR FRAZENBURG)
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NONE

7.2	CORPORATE AND STRATEGIC SERVICES: (PC: CLLR E GROENEWALD (MS))
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NONE

7.3	ECONOMIC DEVELOPMENT AND PLANNING: (PC: ALD JP SERDYN (MS))
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7.3.1	APPLICATION FOR DEVIATION FROM THE PROVISIONS OF THE BY-LAW RELATING TO THE CONTROL OF BOUNDARY WALLS AND FENCES ON ERF 9993, 14 GIHOND ROAD, PARADYSKLOOF, STELLENBOSCH
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1. PURPOSE OF REPORT

To enable an informed decision on the waiver from the By-Law Relating to the Control of Boundary Walls and Fences. The application is **recommended for refusal**.

2. BACKGROUND

There is no relevant background information that has a bearing on the current application.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.3.1

RESOLVED (majority vote)

that the application for deviation from the By-law Relating to the Control of Boundary Walls and Fences to enable the owner to construct a 2,4m high boundary wall on a portion of the street and common boundary on Erf 9993, Stellenbosch, as indicated on the attached Drawing No. STB9993, dated May 2017, drawn by Finline (See **APPENDIX 2**), be **refused**.

The following Councillors requested that their votes of dissent be minuted:

Cllr F Adams; DA Hendrickse and LK Horsband (Ms).

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Planning & Economic Development
Ref no:	1/2/1/2	Author:	D Lombaard
Collab:	543005	Referred from:	Mayco: 2017-11-15

7.3.2	APPLICATION FOR A SPECIAL DEVELOPMENT ON ERF 7586, STELLENBOSCH
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1. PURPOSE OF REPORT

To enable a decision on the application for a special development on erf 7586, Stellenbosch. The application is **recommended for approval**.

2. BACKGROUND

Erf 7586, Stellenbosch is zoned *Specific Business*; i.e. the erf has development rights as permitted in the *General Business* zone (to be finalised through negotiations with Council). The application under consideration is for the land owner to develop a two storey building comprising basement parking with shops and offices on the ground and first floor of the building.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.3.2

RESOLVED (majority vote with abstentions)

that this matter be **withdrawn**.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Economic Development & Planning Services
Ref No:	15/3/12/1 & 7/2/2/1/15	Author:	Director: Planning & Economic Development
Collab:		Referred from:	Mayco:2017-11-15

7.3.3	APPLICATION FOR A SPECIAL DEVELOPMENT ON ERF 7588, STELLENBOSCH
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1. PURPOSE OF REPORT

To enable a decision on the application for a special development on erf 7588, Stellenbosch. The application is **recommended for approval**.

2. BACKGROUND

Erf 7588, Stellenbosch is zoned *Specific Business*; i.e. the erf has development rights as permitted in the *General Business* zone (to be finalised through negotiations with Council). The application under consideration is for the land owner to develop basement parking with offices and flats above ground floor level on the subject property. The proposed development will consist of a three storey building.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.3.3

RESOLVED (majority vote with abstentions)

that this matter be **withdrawn**.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Planning & Economic Development
Ref no:	1/2/1/2	Author	D Lombaard
Collab:		Referred from:	Mayco: 2017-11-15

7.3.4	APPLICATION FOR THE DEVIATION FROM THE PROVISIONS OF THE BY-LAW RELATING TO THE CONTROL OF BOUNDARY WALLS AND FENCES ON ERF 1202, STELLENBOSCH
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1. PURPOSE OF REPORT

To enable Council to make an informed decision on the waiver from the By-Law Relating to the Control of Boundary Walls and Fences. The application is **recommended for approval**.

2. BACKGROUND

*This item served before the Mayoral Committee meeting held on 11 October 2017 and was referred back for the **Manager: Spatial Planning, Heritage and Environment** to provide additional comment. See **APPENDIX 9** for the additional comment.*

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.3.4

RESOLVED (majority vote with abstentions)

that approval be granted for the application to deviate from the By-law Relating to the Control of Boundary Walls and Fences to enable the owner to construct a 2,4m high solid wall on the rear boundary of Erf 1202, Stellenbosch, as indicated on the attached Drawing No. CD101, dated April 2016, drawn by Innovative Designs Architectural Designers (See **APPENDIX 3**), subject to the conditions contained in **APPENDIX 1**.

CONDITIONS IMPOSED:

1. The approval applies only to the application for the waiver from the subject by-law in question and shall not be construed as authority to depart from any other legal prescription or requirements from council;
2. Building plans must be submitted to this municipality for approval, prior to any building work commencing onsite;
3. The proposed wall must have the same finishes as the existing wall on the neighbouring property which is Erf 1205, Stellenbosch; and
4. This Municipality reserves the right to impose further conditions if deemed necessary.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Planning & Economic Development
Ref no:	1/2/1/2	Author	D Lombaard
Collab:	543005	Referred from:	Mayco: 2017-11-15

7.3.5	STELLENBOSCH MUNICIPALITY MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (MSDF) STATUS QUO REPORTS
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1. PURPOSE OF REPORT

To submit a status quo report in terms of Section 6(2) of the Stellenbosch Land Use Planning Bylaw (2015) to Council.

After consideration of the comments of the intergovernmental steering committee, the project committee must finalise the *status quo* report and submit it to the Council for adoption.

2. BACKGROUND

Council resolved at their meeting of 2016-10-05 (Item 7.4.4) to:

- (a) proceed with the development of a Municipal Spatial Development Framework for Stellenbosch Municipality (WC024) (MSDF);
- (b) establish an intergovernmental steering committee (IGSC) to compile or amend its municipal spatial development framework in terms of Section 11 of the Land Use Planning Act;
- (c) establish a project committee;
- (d) proceed with all administrative functions to oversee the compilation of a first draft of the Municipal Spatial Development Framework for Council approval in terms of the Municipal Systems Act (2000); the Land Use Planning By-law (2015), Land Use Planning Act (2014) and the Spatial Planning Land Use Management Act (2013); and
- (e) use the MSDF as a platform to consider and align the following:
 - (i) Strategic Environmental Management Framework (SEMF)
 - (ii) Rural Area Plan (RAP)
 - (iii) Urban Development Strategy leading to a Stellenbosch WCO24 SDF
 - (iv) Heritage Resources Inventory
 - (v) Integrated Human Settlement Plan
 - (vi) Klapmuts Local Spatial Development Framework (LSDF)
 - (vii) Stellenbosch LSDF amendment to be compliant with SPLUMA
 - (viii) Jonkershoek LSDF amendment to be compliant with SPLUMA
- (f) proceed with the amendment of the current approved MSDF to be aligned with the 2017/18 IDP; and
- (g) both the amendment of the existing MSDF and the compilation of the new MSDF run concurrently with the Integrated Development Planning cycle.

Refer **ANNEXURE 3** – IDP Process Plan 2017/2018.

Since the above resolution was taken, the Intergovernmental Steering Committee was firmly established and met successfully on 4 occasions to discuss the progress of the various projects. The status quo reports were distributed amongst all members of the ISC for input. Only 4 comments were received and are attached as **ANNEXURE 1**.

The following comments were received:

- Western Cape Government: Environmental Affairs & Development Planning – *Comment on the Urban Development Study (Status Quo Report)*;
- Western Cape Government: Environmental Affairs & Development Planning – *Comment on the Klapmuts Special Development Area Economic Feasibility Study Draft Report*;
- Western Cape Government: Human Settlements – *Comment on the Klapmuts Special Development Area EFS Draft Report*
- Western Cape Government: Transport & Public Works – *General comment on the Klapmuts Special Development Area EFS Status Quo Report*

The municipality appointed different consultants to assist with the drafting of various high level strategic plans as well as a number of local area plans.

These studies became necessary in implementing strategies contained in the approved 2013 MSDF and through various council decisions i.e. Innovative Projects. All the above projects were commissioned as independent studies each with its own project schedule, completion date and budget.

However, the various studies all relate to one another and shed further light on the spatial strategy for the municipality with varying levels of detail.

The projects are as follows:

NO	PROJECT	CONSULTANT
1	Urban Development Strategy	Rode & Associates
2	Rural Area Plan	CNdV Africa
3	Heritage Inventory and Management Plan	Cape Winelands Professional Practice
4	Transit Orientated Development Study	Royal Haskoningdhv
5	Investigation into the Western By-pass	ICE
6	Klapmuts Economic Feasibility Study	BEAL

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.3.5**RESOLVED** (majority vote)

- (a) that Council adopts the status quo reports;
- (b) that the reports were subjected to 4 public open days in November 2017 as reflected in the process plan approved by Council (30 August 2017) as part of the IDP process; and
- (c) that it be noted that the public participation will take place during March 2018 on 19, 20 March + 27, 28 March 2018 after completion of the draft MSDF strategies report. The draft MSDF will also be advertised for public comment for a period of 60 days.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; GN Bakubaku-Vos (Ms); FT Bangani-Menziwa (Ms); DA Hendrickse; LK Horsband (Ms); MD Oliphant and RS Nalumango (Ms); N Sinkinya (Ms) and P Sitshoti (Ms).

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Planning & Economic Development
Ref no:	15/2/1/1	Author	D Lombaard
Collab:	551454	Referred from:	Mayco: 2017-11-15

7.3.6	REQUEST FOR DELEGATION TO THE EXECUTIVE MAYOR TO DECIDE ON APPLICATIONS TO DEVIATE IN TERMS OF THE BY-LAW RELATING TO THE CONTROL OF BOUNDARY WALLS AND FENCES, 2009
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1. PURPOSE OF REPORT

To request Council's approval to delegate the decision to the Executive Mayor to consider applications to deviate from the By-Law relating to the Control of Boundary Walls and Fences.

2. BACKGROUND

The purpose of the By-Law relating to Boundary Walls and Fences, 2009 (**APPENDIX 1**) is to regulate the erection of boundary walls and fences on the different zoned properties. Development parameters such as construction materials, height, piers and columns are prescribed.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.3.6

RESOLVED (majority vote with abstentions)

that the delegation be granted to the Municipal Manager to consider in terms of Section 13 of the By-Law relating to the control of boundary walls and fences 2009 all applications to deviate from the said By-Law.

<i>Meeting:</i>	14 th Council: 2017-11-29	<i>Submitted by Directorate:</i>	Planning & Economic Development
<i>Ref no:</i>		<i>Author</i>	D Lombaard
<i>Collab:</i>		<i>Referred from:</i>	Mayco: 2017-11-15

7.4	FINANCIAL SERVICES: (PC: CLLR S PETERS)
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7.4.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR OCTOBER 2017
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1. PURPOSE OF REPORT

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 4.36.2 of the Supply Chain Management Policy 2016/2017 to report the deviations and ratifications to Council.

2. DISCUSSION

This item reports the deviations as approved by the Accounting Officer during October 2017. The following deviations were approved with the reasons as indicated below:

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR(S)	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE (R)
D/SM 10/18	02/10/2017	1. Wendy Cape cc 2. Trendy Wendy's 3. JR Wendy's 4. PHK Trading and Maintenance CC 5. Asemna Logistics CC 6. Iquebela Cleaning Services and Projects 7. Amabamba Fencing (Pty) Ltd 8. Betafence	Relocation of Slabtown residents to Jamestown and Kayamandi	Emergency	R 839 894.00
D/SM 11/18	02/10/2017	Interwaste (PTY) LTD	Operation and Management of landfill site - Interwaste 01 October 2017 - 31 December 2017	Exceptional case and it is impractical to follow the official procurement processes	R1 774 584.00
D/SM 12/18	02/10/2017	ABSA	Limited Banking Services	Exceptional case and it is impractical to follow the official procurement processes	R 120 000.00
D/SM 13/18	22/06/2017	AON	Short term Insurance Portfolio	Impractical to follow the official procurement processes	R3 416 274.00
DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR(S)	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE (R)
D/SM 14/18	09/10/2017	JR Wendy's	Relocation of Slabtown residents to Jamestown and Kayamandi	Exceptional case; it is impractical or impossible to follow official procurement process	R 795 800.00
D/SM 15/18	19/10/2017	Master Drilling	Preparation and implementation of drought disaster action plan for Stellenbosch.	1. Emergency 2. Exceptional case and it is impractical or impossible to	RATES

			Appointment of specialized drillers to do exploration and production boreholes for drought relieve in the WC 024	follow the official procurement process	
D/SM 16/18	20/10/2017	1. VEOLIA (Veolia Water Solutions & Technologies SA (Pty) Ltd / Carecure (Pty) Ltd) 2. Aquamat S.A. (Pty) Ltd 3. Sustainable Engineering Consultants (Pty) Ltd (Alveo) 4. WSSA (PTY) LTD (Proxa Water)	Preparation and implementation of drought disaster action plan for Stellenbosch. Appointment of specialized service providers for the design, manufacture, installation and commissioning of containerised water treatment plants at various locations within Stellenbosch municipal area at boreholes for drought relieve in the WC024	1.Emergency 2.Exceptional case and it is impractical or impossible to follow the official procurement process	RATES
D/SM 17/18	20/10/2017	CBI electric	Medium voltage cable feeders to Watergabaf/ Kayamandi areas due to an incident of attempted theft and vandalism of two cable feeders.	1.Emergency 2.Exceptional case and it is impractical or impossible to follow the official procurement process	R 480 922.44
DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR(S)	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE (R)
D/SM 18/18	27/10/2017	1. CSV Civil Engineering Construction 2. Exeo Khokela Civil Engineering Construction	Preparation and implementation of drought disaster action plan for Stellenbosch (rates based quotation). Appointment of specialized service providers for civil works, pipe-laying and water conservation and demand management work within the Stellenbosch municipal area for drought relieve in the WC 024	1.Emergency 2.Exceptional case and it is impractical or impossible to follow the official procurement process	RATES

The regulation applicable is as follows:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations

Deviation from, and ratification of minor breaches of, procurement processes

36. (1) A supply chain management policy may allow the accounting officer—

-
- (a) to **dispense with the official procurement processes** established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only—
- (i) in an emergency;
 - (ii) if such goods or services are produced or available from a single provider only;
 - (iii) for the acquisition of special 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; and
- (b) to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.
- (2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and **report them to the next meeting of the council**, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.4.1

In order to put context to the reason for each deviation, Administration is requested to, in future, attach supporting/explanatory documentation.

RESOLVED (majority vote with abstentions)

that Council notes the deviations as listed above.

Meeting: Ref no:	14 th Council:2017-11-29 8/1/Financial	Submitted by Directorate: Author Referred from:	Finance Andre Treurnich Mayco:2017-11-15
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7.4.2	PROPOSED WRITE-OFF OF IRRECOVERABLE DEBT
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1. PURPOSE OF REPORT

To request Council to approve the writing off of irrecoverable debt to the amount of R16 221 832 .93 (at the time of writing this report).

2. BACKGROUND

Clause 1 of the Irrecoverable Debt Policy reads as follows:

“Before any debt, owed to the municipality for any reason whatsoever will be considered for writing off, all applicable actions as contained in the approved Credit Control and Debt Collection Policy of Stellenbosch Municipality must have been executed/implemented. However, in special cases where the requirements in terms of the municipality’s Credit Control and Debt Collection Policy were impossible/impractical to implement, the administration must motivate such write-off.”

Due to this particular stipulation having been complied with by the Administration, the various amounts listed in Appendices 1 and 2 are deemed to be irrecoverable and are consequently being submitted to Council for consideration and approval of being written off.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.4.2

The Executive Mayor requested that this matter be stepped down to seek clarity. There were no objections to this request, and the matter was stepped down for a while.

Upon reverting to the matter, it was

RESOLVED (nem con)

- (a) that Council regard the outstanding debt listed in Appendices 1 and 2 of this report as irrecoverable and approve the writing off of the total amount of R16 221 832, 93 plus any further amounts that may have accrued against the listed amounts from the date of report to the date of actual write-off; and
- (b) that the administration is instructed to implement the provisions of paragraphs 2.2 and 3(j) of the Credit Control and Debt Collection Policy (extract from policy attached as **APPENDIX 3**) to install water demand management devices to limit the water use of all consumers where a non-payment has taken place and arrangements are made for payment of the debt.

Meeting: Ref no:	14 th Council: 2017-11-29 8/1/Financial	Submitted by Directorate: Author Referred from:	Finance Chief Financial Officer: A. Treurnich Mayco:2017-11-15
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APPENDIX 3

- 3j) **It is preferable that a water demand management device and/or a prepaid electricity meter be installed when any arrangement is entered into.**

2.2 Additional Mechanisms

2.2.1 *Electricity Services:*

In the event of an owner/debtor/consumer other than a registered Indigent consumer regulated by Stellenbosch Municipality's Indigent Policy, failing to pay for electrical services due and payable, and in the event of such consumer having been placed on the disconnection list 3 times within a twelve (12) month period prior to such event, then Stellenbosch Municipality will have the right to install pre-paid electricity meters in a bid to limit credit risk. The municipality may also consider upward adjustment of the relevant consumer deposit.

2.2.2 *Water Services:*

The Stellenbosch municipality may in the event of an owner/debtor/consumer exhibiting a trend of non-payment of accounts during a twelve (12) month period prior to a non-payment event (i.e. 3 times or more non-payment events) consider the installation of water demand management devices in a bid to limit credit risk. The municipality may also consider upward adjustment of the relevant consumer deposit.

2.2.3 *Rental Services:*

Actions against defaulters are regulated to a degree by the contracts involved.

All contracts must at minimum and where appropriate, include the following criteria/requirements:

- (i) Due date for payments.
- (ii) Applicable procedures upon the defaulting of payments.
- (iii) Handover procedures.
- (iv) Eviction or right sizing actions.

7.5	HUMAN SETTLEMENTS: (PC: CLLR PW BISCOMBE)
7.5.1	PROPOSED DISPOSAL (THROUGH A LAND AVAILABILITY AGREEMENT) OF MUNICIPAL LAND, A PORTION OF PORTION 4 OF FARM NO 527 AND A PORTION OF THE REMAINDER OF FARM 527, BOTH LOCATED IN JAMESTOWN, STELLENBOSCH AND THE APPOINTMENT OF A TURNKEY DEVELOPER IN ORDER TO FACILITATE THE DELIVERY OF STATE SUBSIDIZED HOUSING UNITS, SERVICED SITES FOR AFFORDABLE HOUSING UNITS, GAP HOUSING UNITS AND HIGH INCOME HOUSING UNITS

1. PURPOSE OF REPORT

The purpose of this report is for Council to consider:

- (i) the disposal of municipal land, being a portion of Portion 4 of Farm No 527 and a portion of the Remainder of Farm No 527, located at Jamestown, Stellenbosch through a Land Availability Agreement (LAA); and
- (ii) to allow the Municipal Manager to commence the process of appointing a Turnkey Developer through a Call for Proposals in order to facilitate the delivery of a range of housing options on the land parcels identified in (i) above and indicated in Figure 2 below.

2. BACKGROUND / STATUS QUO

2.1 Development Rights: Portion 4 of Farm No 527

2.1.1 Existing Approval

At a meeting of the Council of the Stellenbosch Municipality held on 30 May 2013, Council resolved, amongst others, as follows:

- “(a) that Council’s resolution dated 28-02-2012 be rescinded and replaced as follows:*
- (i) that the application for the subdivision of the property in terms of Section 25 of the Land Use Planning Ordinance, 1985, Ordinance 15 of 1985 (LUPO) be approved ...”*
 - (ii) that the application for the rezoning of Portion 4 of the property in terms of Section 16 of the LUPO, be approved, to create a subdivisional area ...”*

In terms of the above resolution, the Subdivisional Area must allow for the following development:

- (i) Approximately 395 single residential erven with sizes varying between 100m² and 450m², Zoned Single Residential, with special development for additional dwelling units and occupational uses, and departures from building line and coverage parameters, to allow semi-detached and row housing.
- (ii) Approximately 176 dwellings on more or less 9 erven, zoned General Residential.

-
- (iii) Educational Institution / Place of Worship erf for use as a day care facility and religious purposes.
 - (iv) Public Open Space of no less than 5,2 hectares.
 - (v) Local Authority for taxi rank.
 - (vi) Local Authority for street purposes.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.5.1**RESOLVED** (majority vote with abstentions)

- (a) that the land parcels listed in paragraph 1.(i) and indicated in Figure 12 be identified as land not needed by Stellenbosch Municipality to provide the minimum level of services; and
- (b) that the Municipal Manager be authorized to initiate a Call for Proposals process with minimum requirements as determined through preliminary investigations to be completed by the administration.

Clhrs DA Hendrickse and LK Horsband (Ms) requested that their votes of dissent be minuted.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Human Settlements
Ref no:	7/3/3/8	Author	Governance Project Manager
Collab:		Referred from:	Mayco: 2017-11-15

7.5.2	DEVELOPMENT OF ZONE O AND THE HOUSING ALLOCATION CRITERIA FOR THE PHASE 2B AND 2C (277 SITES), WATERGANG, KAYAMANDI
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Collaborator No: 551695

IDP KPA Ref No:

Meeting Date: Mayoral Committee Meeting: 15 November 2017

1. SUBJECT: DEVELOPMENT OF ZONE O AND THE HOUSING ALLOCATION CRITERIA FOR THE PHASE 2B AND 2C (277 SITES), WATERGANG, KAYAMANDI

2. PURPOSE

To obtain Council's approval for the methodology to develop Zone O and the housing allocation criteria for the temporary housing unit on Phase 2B and 2C, Watergang.

3. DELEGATED AUTHORITY

(FOR DECISION BY MUNICIPAL COUNCIL)

In terms of system of delegations which reads as follows:

- Item 500 – To allocate housing scheme dwellings on the terms and conditions determined by Council; and
- Item 516 (S9 of the Housing Act) – Take all reasonable and necessary steps, within the framework of national and provincial housing legislation and policy to ensure:
 - (a) that the inhabitants of its area of jurisdiction have access to adequate housing on a progressive basis;
 - (b) services in respect of water, sanitation, electricity, roads, stormwater drainage and transport are provided in a manner which is economical/efficient; and
 - (c) that appropriate housing development is initiated, planned and co-ordinated.

4. EXECUTIVE SUMMARY

The families staying in Zone O, Kayamandi were unfortunately affected by a devastating fire in March 2013. In conjunction with the Provincial Minister: Human Settlements (MEC Bonginkosi Madikizela) and the then Executive Mayor of Stellenbosch Municipality (Alderman Conrad Sidiego) it was agreed that a special intervention programme is needed to prevent such a recurrence taking place. It was clear that an incremental housing approach must be followed and provision must be made for high density development to accommodate as many as possible families residing in Zone O. After consultation with various stakeholders different development options were considered.

The most important relocation strategy the community agreed upon was that a "block approach" must be followed to effectively address the challenges facing Zone O, Kayamandi.

The aim of this item would be to unpack the developmental opportunities of Zone O, Kayamandi and recommend a relocation and allocation strategy for the families moving to the temporary units (332) that will be erected on 193 sites (Phase B, Watergang).

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.5.2

RESOLVED (majority vote with abstentions)

- (a) that the block approach/method be implemented in Zone O (upper part next to Thubelisha) to effectively address the provision of new housing opportunities i.e. servicing of sites and construction of high density residential units;
- (b) that beneficiaries that were not allocated houses on the bottom part (access road) be allocated a site or Temporary Relocation Area units once (a) has been achieved and if there is any space available;
- (c) that, within the block approach non-qualifiers that earn R3 501 to R7 000 per month be allocated serviced sites in accordance with the Finance Linked Individual Subsidy Programme (FLISP);
- (d) that, within the block approach non-qualifiers (as prescribed by housing policy guidelines) that earn between R7 001 to R15 000 per month be allocated a serviced site at a cost equal to the amount as approved by Provincial Department of Human Settlement (PDoHS) for a serviced site in the project (Watergang Phase 2, Kayamandi);
- (e) that ±40 beneficiaries from Enkanini that are on the road reserve be allocated temporary housing units to enable the Municipality to implement the erf 2175 pilot project (i.e. electrification, sanitation, water);
- (f) that Temporary Relocation Area 1 residents who were not allocated units in 2005, that does not qualify for a housing subsidy also be allocated sites (±20 beneficiaries);
- (g) that the 10m road reserve be waived and the 8m road reserve be approved in order to create more housing opportunities;
- (h) that 10% of the Temporary Relocation Areas be reserved for emergency cases in accordance with Council's Emergency Housing Assistance Policy (EHAP);
- (i) that once the above process has been completed and should plots still be available in the Temporary Relocation Areas (TRA), beneficiaries are identified from Zone N that can be allocated sites in the TRA (only from the group that was placed there by the Municipality); and
- (j) that the parking requirements be amended from one (1) parking per housing unit to 0,6 average per housing unit.

FOR FURTHER DETAILS CONTACT:

NAME	Tabiso Mfeya
POSITION	Director
DIRECTORATE	Director: Human Settlements & Property Management
CONTACT NUMBERS	021 808 8491
E-MAIL ADDRESS	Tabiso.mfeya@stellenbosch.gov.za
REPORT DATE	

7.5.3	VARIOUS ISSUES: VLOTTENBURG HOUSING PROJECTS: WAY FORWARD
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Collaborator No: 551717

IDP KPA Ref No:

Meeting Date : 14th Council: 29 November 2017

1. SUBJECT: VARIOUS ISSUES: VLOTTENBURG HOUSING PROJECTS: WAY FORWARD

2. PURPOSE

The purpose of this item is twofold, i.e.:-

- a) To provide Council with a report on the progress (or the lack thereof) on the various housing projects in Vlottenburg; and
- b) To authorise the Municipal Manager to:-
 - i) conclude the necessary agreement (s) with the (new) owner of Longlands; and
 - ii) to negotiate the acquisition of a portion of Remainder Farm 387 and/or registration of an access servitude over a portion of Remainder Farm 387 and Portion 2 of Farm 1307.

3. DELEGATED AUTHORITY

(FOR DECISION BY MUNICIPAL COUNCIL)

Although the Municipal Manager and/or the Executive Mayor have the delegated authority to:-

- a) conclude agreement(s) on behalf of Stellenbosch Municipality; and
- b) acquire land or rights in land (see delegations 526 and 527, respectively),

agreement was reached between the Executive Mayor and the Municipal Manager to obtain a fresh mandate from the municipal council on a way forward.

4. EXECUTIVE SUMMARY

Although three (3) low-income housing projects were approved in the Vlottenburg Area, none of the developments have an approved access. For this (and other) reason (s) very little or no progress were made with the development of the Longlands project.

In an effort to take this matter forward, Council is requested to authorise the Municipal Manager to:-

- a) conclude the necessary contract(s) with the new owner of Longlands, and
- b) to negotiate a deal with the owner(s) of Remainder Farm 387 and Portion 2 of Farm 1307 regarding the acquisition of land and / or the registration of a servitude that will allow access to the various developments.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.5.3

Cllr DA Hendrickse requested that it be minuted that, in his view, these recommendations are illegal.

RESOLVED (majority vote with abstentions)

- (a) that the Municipal Manager be mandated to conclude an agreement(s) with the new owner of Longlands regarding the development of the envisaged low-income housing project, either by way of a new Deed of Donation or by way of a Ceding Agreement(s); and
- (b) that the Municipal Manager be mandated to conclude agreements with the owner(s) of Remainder Farm 387 (Vredenheim) and Portion 2 of Farm 1307 (Ash Farmers) with the view of securing an access servitude(s) or the purchase/exchange of land for this purpose and/or land for additional housing.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; DA Hendrickse and LK Horsband (Ms).

FOR FURTHER DETAILS CONTACT:

NAME	Piet Smit
POSITION	Manager: Property Management
DIRECTORATE	Human Settlement & Property Management
CONTACT NUMBERS	021-8088189
E-MAIL ADDRESS	Piet.smit@ Stellenbosch.gov.za
REPORT DATE	2017-11-06

7.6	INFRASTRUCTURE: [CLLR J DE VILLIERS]
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7.6.1	AMENDMENT OF DEVELOPMENT CHARGE TARIFF STRUCTURE
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Collaborator No: 552298
 IDP KPA Ref No: Preferred Investment Destination
 Meeting Date: 14th Council: 29 November 2017

1. SUBJECT: AMENDMENT OF DEVELOPMENT CHARGE TARIFF STRUCTURE

2. PURPOSE

To obtain Council's approval for the amendment of the Development Charge tariff structure.

3. DELEGATED AUTHORITY

For decision by the Municipal Council, in terms of 83 (2) of the Stellenbosch Municipality Land use Planning By-law.

4. EXECUTIVE SUMMARY

Development Charges (DCs) for new developments are subject to annual escalation up to the date of payment and as per Council's policy. In terms of the 2017/18 DC policy this leads to an excessive escalation for developments that have business-retail zonings. This is mainly due to the new trip generation factor for this zoning.

Similarly, the new policy includes a new DC category, namely "Community Facilities", which was not part of the previous DC policy and DC tariff structure.

These increases do not seem fair and reasonable, since a Developer would not have reasonably foreseen them when the development was approved. Such escalations could render a previously feasible development non-feasible.

For this reason the retail trip generation and DC cost above should be re-visited and the "Community Facilities" DC category should not be applicable when escalating DCs from previous years.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.6.1

RESOLVED (majority vote with abstentions)

- (a) that the trip generation demand for business - retail categories be changed as follows:

Area	Trips per day	Cost (ex VAT)
Stellenbosch	9	R 57 403
Dwars River	9	R 32 357
Franschhoek	9	R 58 747
Klapmuts	9	R 67 782

-
- (b) that the “Community Facilities” Development Charges not be applicable to developments approved before 2017/18.

Councillors F Adams and DA Hendrickse requested that their votes of dissent be minuted.

FOR FURTHER DETAILS CONTACT:

NAME	Tyrone King
POSITION	Acting Manager: Development Services and Project Management
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	201 808 8241
E-MAIL ADDRESS	Tyrone.king@ Stellenbosch.gov.za
REPORT DATE	12 September 2017

7.6.2	APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES
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Collaborator No: 552297
 IDP KPA Ref No: *Good Governance & Compliance*
 Meeting Date : 14th Council: 29 November 2017

1. SUBJECT: APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES

2. PURPOSE

To request approval from Council to finally approve the Electrical Services By-law (2017) and the appropriate Admission of Guilt Fines.

3. DELEGATED AUTHORITY

The Electrical Services By-Law is a document that must in terms of the Municipal Systems Act (Act 32 of 2000), Section 12 be adopted by Municipal Council.

4. EXECUTIVE SUMMARY

The current Electricity Supply By-Law (2013) was promulgated on 13 December 2013, but it has become necessary to review this By-Law mainly due to the municipal policy to allow the self-generation of electricity through photo voltaic or wind means.

A public participation process was followed and a workshop was held with Councillors.

The proposed Draft Electrical Supply Services By-Law will in comparison with the existing By-law address a wider spectrum of Electrical Services management matters thus ensuring that the Municipality conforms to its mandate in terms of the Constitution and NERSA Regulations ensuring safe and quality electrical services for its citizens.

It includes:

- a. Co-Generation
- b. Supplies to Backyard Dwellers
- c. Smart Meters
- d. Retail Wheeling
- e. Energy Efficient use
- f. Development Charges policy

A set of proposed Admission of Guilt Fines (AGF) is attached as **Annexure B**.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.6.2**RESOLVED** (nem con)

- (a) that the content of this report be noted;
- (b) that the attached Draft Electrical Services By-law (2017) be approved and adopted by Council as the final Electrical Services By-Law;
- (c) that the Draft Electrical Services By-Law (2017), attached as Annexure A, once approved and adopted by Council, be promulgated in the Provincial Gazette by the Directorate: Strategic and Corporate Services' Legal Services' team;
- (d) that the By-Law becomes active upon the date that it is published in the Western Cape Provincial Gazette; and
- (e) that the proposed set of Admission of Guilt Fines (Attached as Annexure B) be accepted as the fines to be sought from the Chief Magistrate for this By-Law.

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	Director
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8213
E-MAIL ADDRESS	Deon.louw@ Stellenbosch.gov.za
REPORT DATE	02 November 2017

7.6.3	FUNDING FOR THE CONSTRUCTION OF THE UPGRADE OF TECHNO AVENUE, TECHNO PARK
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Collaborator No: 552365
 IDP KPA Ref No: Preferred Investment Destination
 Meeting Date: 15 November 2017

1. SUBJECT: FUNDING FOR THE CONSTRUCTION OF THE UPGRADE OF TECHNO AVENUE, TECHNO PARK

2. PURPOSE

To obtain Council's approval to provide partial funding for the upgrade of Techno Avenue in Techno Park.

3. DELEGATED AUTHORITY

Council to decide to allow own funds to be provided for the balance of bulk services to Techno Park.

4. EXECUTIVE SUMMARY

This report covers the intended development of the Capitec Head Office in Techno Park which will generate an amount of Development Contributions (DCs), amongst other that of Roads and Stormwater. In this case the DCs funds are to be used to upgrade the entrance to the Techno Park area.

The funds generated by this development is not sufficient to pay for this upgrade in full and the municipality is therefore required to provide the shortfall in funding in order for the development to proceed. The Developer is able and willing to construct the new entrance starting within the 2017/18 financial year.

Since the Municipality has not budgeted for this project or for such class of funding, it is proposed that the Municipalities budgets for this funding in the next financial year 2018/19 and refund the developer for the part that the Municipality must pay.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.6.3

RESOLVED (majority vote with abstentions)

- (a) that the content of this report be noted;
- (b) that Council approves, in principle, that the development and construction of the Techno Park Entrance capacity enlargement be done by the Capitec Head Office Developer and that associated funding be supplied by the Developer;
- (c) that the refunding conditions be negotiated with the Developer and that the final Agreement be brought back to Council for debate and a final resolution upon which the commitment of Council will become firm; and

-
- (d) that the Municipal Manager be delegated to employ a legal service provider to negotiate such funding and repayment conditions, if necessary.

Councillors F Adams and DA Hendrickse requested that their votes of dissent be minuted.

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	<i>Director: Engineering Services</i>
DIRECTORATE	<i>Engineering Services</i>
CONTACT NUMBERS	<i>021 808 8213</i>
E-MAIL ADDRESS	<i>Deon.louw@ Stellenbosch.gov.za</i>
REPORT DATE	<i>2017/11/01</i>

7.6.4	PROGRESS WITH THE PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK AND THE PROVINCIAL SUSTAINABLE TRANSPORT SYSTEM
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Collaborator No: 552336
 IDP KPA Ref No: *Preferred Investment Destination*
 Meeting Date: 14th Council: 29 November 2017

1. SUBJECT: PROGRESS WITH THE PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK AND THE PROVINCIAL SUSTAINABLE TRANSPORT SYSTEM

2. PURPOSE

To inform Council of the Public Transport Service Network operational and business plan and to report on the progress with the Provincial Sustainable Transport Program (PSTP).

3. DELEGATED AUTHORITY FOR DECISION BY MUNICIPAL COUNCIL

The Comprehensive Integrated Transport Plan (CITP) is a document that must in terms of the National Land Transport Act (Act No 5 of 2009) be approved by Council. The development of an Integrated Public Transport Network is as recommended in the approved CITP. It is therefore necessary that Council consider matters regarding the Integrated Public Transport Plan.

4. EXECUTIVE SUMMARY

The submission aims to inform Council of the Integrated Public Transport Network (IPTN) operational and Business Plan and to report on the progress made with the Provincial Sustainable Program. The two studies are closely interrelated and are therefore reported on simultaneously.

The Business Plan for the development of an Integrated Public Transport Network was completed and recommends the development of further detailed institutional, business and operational plans to affirm cost and revenue estimates and the sources and availability of funding. The Business Plan is attached as **APPENDIX 1**.

The Municipality has in the meantime signed a Memorandum of Agreement with the Western Cape Department of Transport and Public Works whereby the Department will assist the Municipality in terms of the Provincial Sustainable Transport Program with the development of improved sustainable transport solutions for Stellenbosch. In the light of this new developments, the development of the IPTN must be slowed down to wait for the outcome of the PSTP investigations and recommendations, to ensure the most sustainable and economic solutions for the transport challenges facing Stellenbosch.

The development of the Provincial Sustainable Transport Program (PSTP) has started and a status quo report on transport in Stellenbosch has been prepared. A process plan for the development of the PSTP is attached as **APPENDIX 2**.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.6.4

After two warnings during deliberations on the matter, the Speaker ordered Cllr F Adams to leave the Council Chamber (at 14:20) for violating Rule 27 of the Rules of Order By-law.

RESOLVED (majority vote with abstentions)

- (a) that Council takes note of the Operational Business Plan for the proposed Integrated Public Transport Service Network (IPTN) as recommended in the Comprehensive Integrated Transport Program;
- (b) that the recommendations of the Integrated Public Transport Service Network (IPTN) not be adopted at this stage, but that Council wait for the findings of the Provincial Sustainable Transport Program before any public transport system is implemented; and
- (c) that Council takes note of the progress made with the Provincial Sustainable Transport Program (PSTP).

FOR FURTHER DETAILS CONTACT:

NAME	John Muller
POSITION	Manager: Transport, Roads and Stormwater
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 80 8204
E-MAIL ADDRESS	John.muller@ Stellenbosch.gov.za
REPORT DATE	25 October 2017

7.6.5	PNIEL ELECTRICITY TAKE-OVER: IN PRINCIPLE APPROVAL OF THE MEMORANDUM OF AGREEMENT
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Collaborator No: 552303
 IDP KPA Ref No: *Dignified Living*
 Meeting Date: 14th Council: 29 November 2017

1. SUBJECT: PNIEL ELECTRICITY TAKE-OVER: IN PRINCIPLE APPROVAL OF THE MEMORANDUM OF AGREEMENT

2. PURPOSE

To request approval from Council to approve In-Principle the Memorandum of Agreement with Drakenstein Municipality to take over the Pniel and surrounds Electricity Network from Drakenstein Municipality.

3. DELEGATED AUTHORITY

Council to decide on the conclusion of a Memorandum of Agreement. **(APPENDIX A).**

4. EXECUTIVE SUMMARY

During 2017 Stellenbosch and Drakenstein Municipalities negotiated a common stance on the take-over of the Pniel and associated Electricity Networks from Drakenstein. The take-over amount was provisionally calculated as R10 300 000 and this amount was placed on the 2017/18 Capital Budget. An agreement was reached to jointly appoint a consultant to calculate the actual depreciated replacement value of the assets to be taken over as well as any other details such as the purchase tariffs. The Consultant was employed and a proposed Memorandum of Understanding, attached as Annexure A, has been drawn up, which now indicates an increase in capital cost to R16 000 000 as well as conditions to be achieved for such take-over to occur.

It is proposed that Council accepts the proposed MOA in principle and that the Municipal Manager be mandated a final MOA to be approved by Council at a later date

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.6.5

In terms of Rule 28 of the Rules of Order By-law, Cllr F Adams submitted a written apology to the Speaker for his behavior earlier during the meeting. The Speaker read the apology and accepted Cllr F Adams's apology. Cllr F Adams was allowed to re-join the meeting again (at 14.30).

RESOLVED (nem con)

- (a) that the content of this report be noted;
- (b) that the Memorandum of Agreement (MOA) be noted;

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- (c) that approval be given to the Municipal Manager to negotiate a final version of the Memorandum of Agreement (MOA); and
- (d) that Council considers the approval of the final Memorandum of Agreement (MOA) at a future Council Meeting.

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	<i>Director</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8213</i>
E-MAIL ADDRESS	Deon.louw@stellenbosch.gov.za
REPORT DATE	<i>02 November 2017</i>

7.7	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: CLLR N JINDELA)
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NONE

7.8	PROTECTION SERVICES: [PC: CLLR Q SMIT]
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7.8.1	ADDITION OF SMOKE ALARM TO FIRE KIT
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1. PURPOSE OF REPORT

To obtain approval from Council to include a photoelectric smoke detector as an addition to the current fire kit. This innovative technology is an added fire mitigation strategy. **(See APPENDIX 1).**

2. BACKGROUND

Stellenbosch has one of the oldest fastest growing informal settlements in the Western Cape with devastating and severe fires annually. In the Greater Stellenbosch Municipal Area we have approximately 26 informal areas and backyard dwellers with the biggest informal areas in Kayamandi, Langrug and Mandela City.

Many of these structures within the informal settlements were constructed without proper planning or any consideration of safety precaution. Due to the absence of proper infrastructure and safety measures, such as adequate spacing around the shacks and access roads, the communities have suffered unnecessary losses and damages to their belongings and in some cases fatalities were registered.

During the past 12 months approximately 259 informal structures were lost due to fires. The replacement costs incurred by Council, excluding the calculation of the expenses for manpower, food and the usage of council property, calculated to approximately well over R1,1 million.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.8.1

RESOLVED (nem con)

- (a) that Council approves the joint implementation proposal of Disaster Management and Informal Human Settlements; and
- (b) that the pledge of 1000 smoke detectors from Provincial government be noted, of which only 500 was received thus far.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Community & Protection Services
Ref no:	17/8/3/6	Author	Manager: Fire & Disaster
Collab:		Referred from:	Mayco: 2017-11-15

7.8.2	FESTIVE SEASON READINESS
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1. PURPOSE OF REPORT

To provide an overview of the organisational readiness for the upcoming festive season starting from November 2017 until February 2018. The plans focus on the deployment of staff and resources in the WC024. (See attached plans: **Annexures 1-3**).

2. BACKGROUND

The Festive Season period, commencing in November 2017 and running well into the New Year, bring increased risk of incidents that could adversely affect public safety as well as the delivery of services by the Stellenbosch Municipality. This is mainly brought about by an influx of visitors and increased leisure activities such as events and festivities during this period.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.8.2

RESOLVED (nem con)

that the organizational readiness plans for the 2017/18 Festive Season, be noted.

<i>Meeting:</i>	<i>14th Council: 2017-11-29</i>	<i>Submitted by Directorate:</i>	<i>Community & Protection Services</i>
<i>Ref no:</i>	<i>17/8/3/6</i>	<i>Author</i>	<i>Manager: Fire & Disaster</i>
<i>Collab:</i>		<i>Referred from:</i>	<i>Mayco: 2017-11-15</i>

7.9	YOUTH, SPORTS AND CULTURE: [PC: XL MDEMKA (MS)]
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7.9.1	REPORT ON THE PROGRESS OF THE IMPLEMENTATION OF THE SPORT FACILITIES MANAGEMENT PLAN: DRAFT LEASE AGREEMENTS
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1. PURPOSE OF REPORT

To obtain Council approval to commence with signing the draft lease agreements for the various Sport Council categories in the Greater Stellenbosch.

2. BACKGROUND

2.1 Adoption of the Sport Facilities Management Plan

The adopted Sport Facilities Management Plan as accepted by Council in 2016 was the culmination of a process that started in 2011:

- (i) In 2011 the proposed sport plan was created by the Department and circulated internally and externally for review. A draft was then tabled to Council. Various concerns were raised relating to the Sport Plan and it was requested to create a new draft.
- (ii) The second draft was submitted to Council in 2012 and it was recommended that a process of consultation with all stakeholders must be done.
- (iii) A workshop with the Stellenbosch Sport and Recreation Association (SSRA) was held in 2013 and the proposed plan was discussed with the Stellenbosch Sport and Recreation Association (SSRA) and its member Sport Councils. There was no consensus from the SSRA and the member Sport Councils to the stipulations in the plan especially relating to the conditions of the rental agreements.
- (iv) The categories in the sport plan were clarified and in June 2014 a special workshop was held with all the member Sport Councils of the SSRA. Various presentations were given on the different elements of the Sport Plan and how it links up with the National Sport and Recreation Plan. A special report was created and distributed to all stakeholders.
- (v) The draft plan was then presented to Council again but concerns were raised relating to the stipulations within the categories of different sport grounds. A draft lease agreement was created but this lease agreement could not be used for all the categories. Various stakeholders expressed concerns relating the current draft and more clarity were required.
- (vi) A discussion document was created and distributed to all Sport Councils and the SSRA relating to the sport plan in December 2015.
- (vii) A workshop was held 9 December 2015 with the Stellenbosch Sport and Recreation Association (SSRA) and Sport Councils that discussed the key elements of the sport plan and the broader understanding of the National Sport and Recreation Plan (=NSRP)
- (viii) A strategic meeting in January 2016 was held by the department with Director Esau and the Municipal Councillor Retief relating to the progress and processes to be followed

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- (ix) Two special meetings were held in February 2016 with the Stellenbosch Sport and Recreation Association (SSRA) executive to clarify concerns and uncertainties relating to the rollout and implementation of the Sport Plan.
 - (x) A follow up session with the Stellenbosch Sport and Recreation Association (SSRA) and Sport Councils were held 18 February 2016 to explain the process relating to the rollout of the Sport Plan and the briefing sessions that will explain clearly to each individual Sport Council the Sport Plan and the lease agreement
 - (xi) A roadshow was done in which the Sport Plan was explained and the basic stipulations of the lease agreements were highlighted. This roadshow was completed in May 2016.
 - (xii) The Sport Plan was adopted in June 2016.

2.2 Development of the draft Lease Agreements

The draft lease agreement that was created in 2015 could not be used for all the categories as envisioned by the Sport Plan:

- (i) Under consultation with the legal department and various other departments two versions were created. A draft lease agreement for the Category A and a draft lease agreement for Categories B, C and D. The draft lease agreements were circulated to all the Sport Councils and the SSRA.
- (ii) A guide was created that explains the different stipulations within the draft lease agreements. A special meeting with the Stellenbosch Sport and Recreation Association (SSRA) and all Category B and C Sport Councils was held on 13 October 2016 to explain the stipulations of the draft lease agreement for Category B and C. A report with the recommendations was created. These changes and recommendations were reviewed and will be referred to the legal advisors before final signing of the lease agreements. A separate meeting was held with the Category A Sport Council in November and additional comments were included in the final version of the Category A lease agreement.
- (iii) All Sport Councils accepted the terms of the lease agreements and the rental fees. The SSRA and its member Sport Councils have indicated their willingness to sign the lease agreements for Category A, B, C and D.

FURTHER COMMENT BY THE MUNICIPAL MANAGER: 2017-11-22

New information was received with regard to the facility management and financial agreements between van der Stel and their sub-councils, which need to be verified. Based on the verification process and possible time delay, no agreement will be signed with Van der Stel. The information that came to light requires the Municipality to investigate the entire agreement and facility management model of Van der Stel. They also must provide the municipality with their latest audited financial statements before any final decision can be taken whether to sign an agreement or not. The Municipal Manager will lead the verification process and will report the outcome to Council.

14TH COUNCIL MEETING: 2017-11-29: ITEM 7.9.1**RESOLVED** (majority vote with abstentions)

- (a) that Council approves the terms and conditions of the rental agreements for each category;
- (b) that Council approves the proposed rental tariffs for each Sport Council category and that these tariffs be reviewed annually;
- (c) that the Lease Agreements be approved for a one year period with an annual review; should the lessee not fulfill the obligations in terms of the lease agreement, the sporting facility will fall back to Council;
- (d) that once the lease agreements have been signed with the entities, the outstanding debts will be submitted to Council for consideration of writing off those debts; and
- (e) that Van der Stel's lease agreement stand over until their investigation has been finalised.

<i>Meeting:</i>	<i>14th Council: 2017-11-29</i>	<i>Submitted by Directorate:</i>	<i>Community & Protection Services</i>
<i>Ref no:</i>		<i>Author</i>	<i>G Esau</i>
<i>Collab:</i>		<i>Referred from:</i>	<i>Mayco: 2017-11-15</i>

8.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER
8.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC):[CLLR WF PIETERSEN]
8.1.1	CONSIDERATION OF EXPENDITURE: STELLENBOSCH NIGHT SHELTER

1. PURPOSE OF REPORT

To provide information regarding possible "irregular expenditure" for oversight by MPAC. Council needs to consider and approve that the expenditure is deemed irrecoverable and to be written off in terms of the MFMA Section 32 (2).

2. BACKGROUND

The Committee was established to deal with expenditure not aligned or non-compliant with Council's approved policies and the Local Government: Municipal Finance Management Act, 2003, Act 56 of 2003. herein after referred to respectively as the "Policies" and "Act".

2.1 Legislation

The Act (Section 32) stipulates the following with regard to unauthorized, irregular or fruitless and wasteful expenditure:

"(1) without limiting liability in terms of the common law or other legislation-

- (a) a political office-bearer of a municipality is liable for unauthorized 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 unauthorized expenditure, instructed an official of the municipality to incur the expenditure;*
- (b) The accounting officer is liable for unauthorized 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 authorized 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 authorized a fruitless and wasteful expenditure is liable for that expenditure".*

In terms of Section 32 (2)

"A municipality must recover unauthorized, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure-

- (a) In the case of unauthorized expenditure, is-*
 - (i) authorized in an adjustments budget; or*

- (ii) *Certified by the municipal council, after investigation by a council committee, as irrecoverable and written off by the council; and*
- (b) *In the case of irregular or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by the council”.*

A further stipulation, Section 32(4) compels the accounting officer to

“Promptly inform the mayor, the MEC for local government in the province and the Auditor-General, in writing, of-

- (a) *Any unauthorized, irregular or fruitless and wasteful expenditure incurred by the municipality;*
- (b) *Whether any person is responsible or under investigation for such unauthorized, irregular or fruitless and wasteful expenditure; and*
- (c) *The steps that have been taken-*
 - (i) *To recover or rectify such expenditure; and*
 - (ii) *To prevent a recurrence of such expenditure”.*

Irregular expenditure as defined under Chapter 1 of the Act:

- a) *Expenditure incurred by a municipality 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 in contravention of, or that is not in accordance with, a requirement of the Municipal systems Act, and which has not been condoned on terms of that Act;*
- c) *Expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality 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”.*

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.1.1

RESOLVED (majority vote with abstentions)

- (a) that note be taken of the various legal comments and opinions; and
- (b) that Council certifies the expenditure to the amount of R 2 692 762,88 (due to a contractual obligation) for services rendered by Stellenbosch Night Shelter as irrecoverable, and that this amount be written off.

Cllr DA Hendrickse requested that his vote of dissent be minuted.

Meeting: Ref no: Collab:	14 th Council: 2017-10-29 17/11/2/1 540493	Submitted by Directorate: Author Referred from:	Planning & Economic Development Manager: Community Development MPAC: 2017-10-19
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8.1.2	CONSIDERATION OF IRREGULAR EXPENDITURE DISCLOSED IN THE ANNUAL FINANCIAL STATEMENTS OF 2016/2017 FOR HIRING OF 5 VEHICLES WITH CANOPIES
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1. PURPOSE OF THE REPORT

- (i) To provide information regarding “irregular expenditure” for oversight by MPAC. Council needs to consider and approve that the expenditure is deemed irrecoverable and to be written off in terms of the MFMA Section 32 (2);
- (ii) To obtain permission for the approval of the deviation on FQ SM 123/17: Hiring of 5 vehicles with canopies for the Area Cleaning Section; and
- (iii) That Council takes note of the essential service that was delivered to the community via the use of the vehicles supplied by AAD Car and Truck Rental CC.

2. BACKGROUND

The Committee was established to deal with expenditure not aligned or non-compliant with Council’s approved policies and the Municipal Finance Management Act, herein after referred to as the “Act” and “Policies”.

2.1 Legislation

The Act (Section 32) stipulates the following with regard to unauthorized, irregular or fruitless and wasteful expenditure:

- “(1) without limiting liability in terms of the common law or other legislation-
- (a) *a political office-bearer of a municipality is liable for unauthorized 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 unauthorized expenditure, instructed an official of the municipality to incur the expenditure;*
 - (b) *The accounting officer is liable for unauthorized 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 authorized 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 authorized a fruitless and wasteful expenditure is liable for that expenditure”.*

In terms of Section 32 (2)

“A municipality must recover unauthorized, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure-

- (a) *In the case of unauthorized expenditure, is-*
 - (i) *authorized in an adjustments budget; or*

- (ii) *Certified by the municipal council, after investigation by a council committee, as irrecoverable and written off by the council; and*
- (b) *In the case of irregular or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by the council”.*

A further stipulation, Section 32(4) compels the accounting officer to “Promptly inform the mayor, the MEC for local government in the province and the Auditor-General, in writing, of-

- (a) *Any unauthorized, irregular or fruitless and wasteful expenditure incurred by the municipality;*
- (b) *Whether any person is responsible or under investigation for such unauthorized, irregular or fruitless and wasteful expenditure; and*
- (c) *The steps that have been taken-*
- (i) *To recover or rectify such expenditure; and*
- (ii) *To prevent a recurrence of such expenditure”.*

Irregular expenditure as defined under Chapter 1 of the Act:

- a) *Expenditure incurred by a municipality 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 in contravention of, or that is not in accordance with, a requirement of the Municipal systems Act, and which has not been condoned on terms of that Act;*
- d) *Expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality 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”.*

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.1.2

RESOLVED (majority vote with abstentions)

- (a) that note be taken of the concerns raised by the Municipal Manager and Supply Chain Management, as well as the impact of Consequence Management;
- (b) that note be taken of the workshop that was held; and
- (c) that Council certifies the expenditure to the amount of R 242 892.43 (U-key: 20170608983597) as irrecoverable, and that it be written off.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Community & Protection Services
Ref no:	3/3/6/7	Author	Head: Parks, Rivers & Area Cleaning
Collab:		Referred from:	MPAC: 2017-10-19

8.2	OFFICE OF THE MUNICIPAL MANAGER
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8.2.1	APPROVAL – MAYORAL FUND APPLICATION
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Collaborator No: 5/15
IDP KPA Ref No: N/A
Meeting Date: 29 November 2017

1. SUBJECT: APPROVAL – MAYORAL FUND APPLICATION

2. PURPOSE

To obtain Council's approval for the donation application received by the Office of the Municipal Manager from Groendal Primary School on 1 November 2017.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

An application for donation from the Mayoral Fund was received by the Office of the Municipal Manager on 1 November 2017, original application was submitted to Councillor Wilhelmina Petersen on 28 September 2017.

Council approved the new guidelines for the use of the Mayoral Fund on 25 October 2017. It is herewith requested that Council approve the payment of the application, as applicable to the revised Fund guidelines.

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.2.1

Before deliberations on the matter, Cllr WC Petersen (Ms) recused herself from the Chamber.

RESOLVED (nem con)

that approval be granted for the amount of R 2 500 to be paid to Groendal Primary School for the application of donation from the Mayoral Fund.

FOR FURTHER DETAILS CONTACT:

NAME	Rozanne Pietersen
POSITION	<i>Senior Administrative Officer</i>
DIRECTORATE	<i>Municipal Manager</i>
CONTACT NUMBERS	021 808 8049
E-MAIL ADDRESS	Rozanne.pietersen@ Stellenbosch.gov.za
REPORT DATE	13 November 2017

8.2.2	SCHEDULE OF MEETINGS OF COUNCIL, MAYORAL COMMITTEE, STANDING COMMITTEES AND OTHER COMMITTEES OF COUNCIL FOR THE 2018 CALENDAR YEAR
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1. PURPOSE

To obtain Council's approval of the schedule of proposed meetings of Council, Mayoral Committee, Standing Committees and other Committees of Council for the 2018 calendar year.

2. DELEGATED AUTHORITY

In terms of the Local Government: Municipal Systems Act, 32 of 2000, Section 19, read together with the Stellenbosch Municipality Rules of Order By-Law (Rule 6), the final decision-making authority for the Council meeting dates is the Municipal Council.

3. EXECUTIVE SUMMARY

The application for approval of the annual schedule of meetings is submitted in the interest of good governance and effective service delivery. Besides complying with legislated requirements, an annual calendar of meetings will enable Council and councillors to adequately plan their events, engagements and community activities.

Publishing the approved schedule of meetings for Council in the media and on the municipal website, creates an awareness of, and is conducive to, a healthy culture of public involvement and participation in Council business.

Council meetings are only scheduled on average, for every second month (i.e. 7 meetings for the 2018 calendar year) to reduce costs especially as Council is only obliged to meet every quarter to deal with those matters not delegated by Council.

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.2.2

RESOLVED (majority vote with abstentions)

- (a) that the schedule of proposed meeting dates for Council, Mayoral Committee, Standing Committees and other committees of Council for the 2018 calendar year (attached as **APPENDIX 1**), be approved;
- (b) that the Municipal Manager be mandated to give notice to the public of the time, date and venue of said Council meetings in compliance with Section 19 of the Local Government: Municipal Systems Act, 32 of 2000; and
- (c) that the Whips' meeting take place (1) one day prior to Council meetings.

FOR FURTHER DETAILS CONTACT:

NAME	A M C DE BEER
POSITION	<i>DIRECTOR: CORPORATE AND STRATEGIC SERVICES</i>
DIRECTORATE	<i>CORPORATE AND STRATEGIC SERVICES</i>
CONTACT NUMBERS	<i>021 - 8088018</i>
E-MAIL ADDRESS	<i>Annalene.deBeer@stellenbosch.gov.za</i>
REPORT DATE	<i>20 November 2017</i>

8.2.3	OFFICE CLOSURE ON 22 AND 29 DECEMBER 2017
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Collaborator No:

IDP KPA Ref No: **Good Governance**

Meeting Date: **29 November 2017**

1. SUBJECT: OFFICE CLOSURE ON 22 AND 29 DECEMBER 2017

2. PURPOSE

To obtain Council's approval for the early closure of offices on 22 and 29 December 2017.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Council does not close our offices to the public during the Festive season, and all Directorates are obliged to have minimum staff levels available over the festive season to ensure service delivery. It is however requested that the offices close early on the Fridays before the Christmas- and New Year weekends. This is traditionally very quiet times and it will enable employees who want to drive to be with loved ones a little more time to get to their destinations.

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.2.3

RESOLVED (majority vote with abstentions)

- (a) that approval be given that all offices close at 12h00 on 22 and 29 December 2017;
- (b) that the public be informed of the early closure of the offices; and
- (c) that the Municipal Manager and Directors ensure that the normal arrangements for standby for essential services are in place during the festive season.

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	<i>Director: Corporate and Strategic Services</i>
DIRECTORATE	<i>Corporate and Strategic Services</i>
CONTACT NUMBERS	<i>021 808 8018</i>
E-MAIL ADDRESS	<i>Annalene.deBeer@stellenbosch.gov.za</i>
REPORT DATE	<i>21 November 2017</i>

8.2.4	REPEAL OF COUNCIL RESOLUTION IN REGARD TO ADDITIONAL DAY'S LEAVE TO STAFF
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 November 2017

1. SUBJECT: REPEAL OF COUNCIL RESOLUTION IN REGARD TO ADDITIONAL DAY'S LEAVE TO STAFF

2. PURPOSE

To inform Council that the current implementation of the Executive Committee decision dated 10/12/2002 is in contravention of the SALGBC Main Collective Agreement and the Western Cape Conditions of Service, and has to be repealed. The rights provided for in the resolution lapsed on 31 December 2005 already.

3. DELEGATED AUTHORITY

The provision of leave and Special leave forms part of the Conditions of Service negotiated on National and Provincial level within the SALGBC and where the employer is represented by SALGA. Section 71 of the Municipal Systems Act binds Council to the provisions of the Collective Agreements reached in the SALGBC unless the Municipality has requested and received exemption from a specific provision in the Collective Agreement.

4. EXECUTIVE SUMMARY

The Executive Committee resolved on 10 December 2002 to "*approve over and above the statutory holidays depicted in Schedule one(1) of the Act additional day leave for every employee in its service to be taken with the approval of his/her Departmental Manager*". This provision was applicable within a calendar year.

The Act proclaiming public holiday does not provide authority to a Municipality to proclaim any additional public holiday. Conditions of Service for staff members are regulated through various pieces of legislation. The Basic Conditions of Employment Act, the Local Government Systems Act, 32/2000 and the SALGBC collective agreements reached.

The main Collective Agreement provides for the amount of annual leave, sick leave and family responsibility leave which employees may/must get, and the Collective Agreement on Conditions of Service for the Western Cape Division deals with Special leave. Special leave has been divided into various sections, none of which refers to an additional leave day for Religious leave.

The current Main Collective Agreement came into operation on 1 July 2015, and the Western Cape Division agreement on 1 April 2016. The first Main Collective Agreement came into operation on 1 January 2004 and provided in clause 5 of the agreement that – "all existing conditions of service referred to herein that are more favourableshall continue in force until 31 December 2005". The decision taken in 2002 therefore ended in 2005, and from the 2006 calendar year employees should not have been allowed to take the additional day's leave as annual leave was one of the aspects addressed in the 2004 agreement. The additional day was nothing else than an additional day's leave as the reference to religious holiday was taken away, and as such, the "better condition" has lapsed on 31 December 2005.

To ensure that no further expectations are left, the resolution of 10 December 2002 should be repealed despite the fact that the rights have lapsed in 2005 already.

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.2.4**RESOLVED** (majority vote with abstentions)

- (a) that the Executive Committee resolution dated 10 December 2002 be repealed;
- (b) that it be confirmed that the right to the additional leave day has lapsed in 2005 in terms of the Main Collective Agreement; and
- (c) that the approval of an additional leave day be terminated on 31 December 2017.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; GN Bakubaku-Vos (Ms); FT Bangani-Menziwa (Ms); DA Hendrickse; MD Oliphant and RS Nalumango (Ms); N Sinkinya (Ms) and P Sitshoti (Ms).

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Director: Corporate and Strategic Services
DIRECTORATE	Corporate and Strategic Services
CONTACT NUMBERS	021 808 8018
E-MAIL ADDRESS	Annalene.deBeer@ Stellenbosch.gov.za
REPORT DATE	21 November 2017

8.3	ECONOMIC DEVELOPMENT AND PLANNING: (PC: ALD JP SERDYN (MS))
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8.3.1	APPLICATION FOR A WAIVER FROM THE BY-LAW RELATING TO THE CONTROL OF BOUNDARY WALLS AND FENCES: ERF 654, FRANSCHHOEK
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1. PURPOSE OF REPORT

To enable Council to make an informed decision on the application to permit an existing boundary that deviate from the By-law relating to the control of boundary walls and fences. The application is **recommended for approval**.

2. BACKGROUND

There is no relevant background information that has a bearing on the current application.

3. APPLICATION FOR CONSIDERATION

Application is made for a waiver from the By-law relating to the control of boundary walls and fences, in order to permit an existing 1.8m high solid boundary wall on Erf 654, Akademie Street, Franschhoek as per drawing No. 654-BW, dated 30 September 2016, by ZKA Architecture, attached as **APPENDIX 3**.

4. PROPERTY INFORMATION

Erf number	ERF 654, Franschhoek
Location	The subject property is located in Franschhoek on Akademie Street. (APPENDIX 2)
Zoning/Zoning Scheme	Single Residential/Franschhoek Zoning Scheme
Current Land Use	Residential
Property size	767 m ²
Applicant	Zirk Kay\
NHRA Applicable	No
Title deed conditions	No

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.3.1

RESOLVED (nem con)

that **approval be granted** in terms of Section 13 of the By Law Relating to Control of Boundary Walls and Fences, in order to permit a 1.8m high solid wall on Erf 654, Akademie Street, Franschhoek, as per drawing No. 654-BW, dated 30 September 2016, by ZKA Architecture, attached as **APPENDIX 3**, subject to the conditions contained in **APPENDIX 1**.

APPENDIX 1

FILE NO: 654, FRANSCHHOEK

In this approval document:

“Council” means the Stellenbosch Municipality

“the owner” means the registered owner of the property.

“the site” means **ERF 654, FRANSCHHOEK**

EXTENT OF APPROVAL: Waiver in terms of Section 13 of the By Law Relating to Control of Boundary Walls and Fences, in order to permit a 1.8m high solid wall on Erf 654, Akademie Street, Franschhoek, as per drawing No. 654-BW, dated 30 September 2016, by ZKA Architecture, attached as **APPENDIX 3**, subject to the following conditions.

CONDITIONS IMPOSED:

1. The approval applies only to the application for the waiver from the subject by-law in question and shall not be construed as authority to depart from any other legal prescription or requirements from council;
2. Building plans must be submitted to this municipality for approval;
3. That Council reserves the right to impose further conditions if deemed necessary.

<i>Meeting:</i>	<i>14th Council: 2017-11-29</i>	<i>Submitted by Directorate:</i>	<i>Planning & Economic Services</i>
<i>Ref no:</i>	<i>654 FH</i>	<i>Author</i>	<i>Senior Town Planner (LS Ramakuwela)</i>
<i>Collab:</i>		<i>Referred from:</i>	

8.3.2	KAYAMANDI: LAND FOR RELOCATION OF SURPLUS HOUSEHOLDS
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Collaborator No:

IDP KPA Ref No: Dignified Living

Meeting Date: 29 November 2017

1. SUBJECT: KAYAMANDI: LAND FOR RELOCATION OF SURPLUS HOUSEHOLDS

2. PURPOSE

To obtain Council's approval to investigate the possible acquisition of land for the relocation of surplus households that cannot be accommodated in the three current Upgrade of Informal Settlements projects in Kayamandi.

3. DELEGATED AUTHORITY

There are no delegations in the current System of Delegations and therefore Council's approval is required to authorize the investigation.

4. EXECUTIVE SUMMARY

The application is for the acquisition of additional land for housing to accommodate the surplus households from the three current projects in Kayamandi / Enkanini. There are an estimated 7 402 informal structures in Kayamandi / Enkanini. Only about 1 010 households can be accommodated on 12.62ha of land in Enkanini, leaving a surplus of 2 288 households from this area. 703 households can be accommodated in Zone O implying that 621 households of a total of 1 324 informal structures need to be relocated. Kayamandi Town Centre the demand is estimated to be in the region of 2 780 units. This is represented in the Table below:

INFORMAL STRUCTURES IN SURPLUS			
Area	Number of informal structures	Number of units that can be accommodated	Surplus units to be relocated elsewhere
Enkanini	3 298	1 010	2 288
Zone O	1 324	703	621
Town Centre	2 780	Scenario 1: 1 065 Scenario 2: 1 669 Scenario 3: 2 480	Scenario 1: 1 715 Scenario 2: 1 111 Scenario 3: 300
Total	7 402	2 778, 3 382 or 4 193	3 209 - 4 624

It is not possible to provide for the total demand of units on land currently available in Kayamandi/Enkanini and additional land is therefore required for either temporary or permanent relocation of surplus households. Preliminary investigations have indicated tracts of vacant land surrounding Kayamandi, particularly to its north and north-west.

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.3.2**RESOLVED** (majority vote)

that the Municipal Manager be authorised to investigate / negotiate the acquisition of land, which may include land swaps, land purchase and /or the early termination of lease agreements on Council-owned property in the area (lease areas), to be approved by Council before implementation.

FOR FURTHER DETAILS CONTACT:

NAME	Piet Smit
POSITION	Manager: Property Management
DIRECTORATE	Human Settlement & Property Management
CONTACT NUMBERS	021-8088189
E-MAIL ADDRESS	Piet.smit@stellenbosch.gov.za
REPORT DATE	2017-11-15

8.3.3	STELLENBOSCH MUNICIPALITY PROBLEM PROPERTIES DRAFT BY-LAW, AUGUST 2017
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1. PURPOSE OF REPORT

To request Council's approval for public consultation of the draft By-law on Problem Properties for Stellenbosch Municipality, attached as **Appendix 1**.

2. BACKGROUND

The Executive Mayor advised the following:

"Advise the Executive Mayor on whether this By-Law can be amended to the Stellenbosch Municipality,

Make the necessary amendments/ changes and present draft, and

Input is needed from the Committee within 60 days"

The draft By-law pertains to how the municipality must endeavour to address problem properties (ie: derelict, abandoned or dangerous properties) throughout the entire WCO24 municipal area.

At present, several properties within Stellenbosch municipality have been identified as problematic, due to their long-term abandonment and neglect. Such properties have the tendency to be used as illegal dumping sites, invite dangerous or illegal activities, create an eyesore for the surrounding community, and/or potentially lead to neighbourhood decay due to their negative influence on surrounding property prices and community pride.

At present, Stellenbosch Municipality is working with an outdated By-law, promulgated in 1962 ("Stellenbosch Municipality: Regulations Relating to Dilapidated Buildings and Unightly and Objectionable Structures, P.N 407/1962), which does not adequately capture the demands of current land use enforcement challenges associated with problematic properties.

Although a relevant draft By-law was developed and approved in-principle by Council in 2013 (Stellenbosch Municipality: Problem Buildings By-law (2013)), this By-law was never promulgated.

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.3.3

RESOLVED (nem con)

- (a) that the draft By-law on Problem Properties for Stellenbosch Municipality, August 2017, be approved, in principle;
- (b) that the draft By-law on Problem Properties for Stellenbosch Municipality, August 2017, be advertised for public comment for 90 days where after same be resubmitted to Council for final consideration and subsequent approval; and
- (c) that the reference to the properties referred to in the agenda item under point 4 be removed from the item.

Meeting:	14 th Council: 2017-11-29	Submitted by Directorate:	Planning & Economic Development
Ref no:		Author	Manager: Land Use Management
Collab:		Referred from:	

8.4.1	ADJUSTMENTS BUDGET FOR 2017/2018 FOR ADDITIONAL ALLOCATIONS
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1. PURPOSE OF REPORT

To table an adjustments budget for the 2017/2018 financial year to Council for approval. The adjustments budget emanated from additional allocations from the Provincial Treasury.

2. LEGAL FRAMEWORK

Section 28 of the Municipal Finance Management Act states that:

“(1) The municipality may revise an approved annual budget through an adjustments budget.

(2) An adjustments budget -

(b) may appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for.”

Regulation 23 (3) of the Municipal Budget and Reporting Regulations states that:

“If a national or provincial adjustments budget allocates or transfers additional revenues to a municipality, the mayor of a municipality must, at the next available council meeting, but within 60 days of the approval of the relevant national or provincial adjustments budget, table an adjustments budget referred to in section 28 (2) (b) of the Act in the municipal council to appropriate these additional revenues.”

14TH COUNCIL MEETING: 2017-11-29: ITEM 8.4.1

RESOLVED (nem con)

- (a) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 2**, be approved; and
- (b) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

Meeting:	14 th Council: 2017-11-29 (Additional item)	Submitted by Directorate:	Finance
Ref no:	8/1/Financial	Author	Chief Financial Officer: M Wüst
Collab:		Referred from:	

9.	MATTERS FOR NOTIFICATION
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9.1	REPORT BY THE EXECUTIVE MAYOR
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NONE

9.2	REPORT BY THE SPEAKER
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NONE

9.3	REPORT BY THE MUNICIPAL MANAGER
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NONE

10.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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10.1	QUESTION BY COUNCILLOR F ADAMS: PORTION OF ERF 65, KAYAMANDI
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14TH COUNCIL MEETING: 2017-11-29: ITEM 10.1

It was noted that Councillor F Adams submitted a follow-up question in writing to the Chief Whip. The Municipal Manager will respond in writing to Cllr F Adams's follow-up question.

Meeting:	14 th Council meeting: 2017-11-29	Submitted by Directorate:	Office of the Municipal Manager
Ref No:	3/4/1/4	Author:	Municipal Manager: (Ms G Mettler)
Collab:		Referred from:	

10.2	QUESTION BY COUNCILLOR P SITSHOTI (MS): CONCERNS REGARDING KAYAMANDI AREA MANAGER
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It was noted that Councillor P Sitshoti (Ms) was not satisfied with the response. She posed a follow-up question, namely:

“Why did the Municipal Manager appoint Mr Cameron Mcako in this position?”

The Municipal Manager will provide a response in writing.

Meeting:	14 th Council meeting: 2017-11-29	Submitted by Directorate:	Office of the Municipal Manager
Ref No:	3/4/1/4	Author:	Municipal Manager: (Ms G Mettler)
Collab:		Referred from:	

10.3	QUESTION BY COUNCILLOR DA HENDRICKSE: SECTION 80 COMMITTEES
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It was noted that Councillor DA Hendrickse was not satisfied with the response. He posed a follow-up question, namely:

“Why was no effect given to a Council resolution taken in August 2017 already?”

The Municipal Manager will provide a response in writing.

Meeting:	14 th Council meeting: 2017-11-29	Submitted by Directorate:	Office of the Municipal Manager
Ref No:	3/4/1/4	Author:	Municipal Manager: (Ms G Mettler)
Collab:		Referred from:	

10.4	QUESTION BY COUNCILLOR DA HENDRICKSE: HOSTELS IN KAYAMANDI
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It was noted that Councillor DA Hendrickse was not satisfied with the response. He posed a follow-up question, namely:

“Why did I not receive an answer on the question regarding the hostels in Kayamandi?”

The Municipal Manager will provide a response in writing.

Meeting:	14 th Council meeting: 2017-11-29	Submitted by Directorate:	Office of the Municipal Manager
Ref No:	3/4/1/4	Author:	Municipal Manager: (Ms G Mettler)
Collab:		Referred from:	

10.5	MOTION BY COUNCILLOR F ADAMS: ESTABLISHMENT OF AN ADVISORY COMMITTEE
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14TH COUNCIL MEETING: 2017-11-29: ITEM 10.5

The Speaker allowed Councillor F Adams to put his Motion, duly seconded.

After the Motion was motivated, the Speaker allowed debate on the matter.

The matter was put to the vote, yielding a result of 8 for and 26 against the Motion.

RESOLVED (majority vote)

that this Motion not be accepted.

After several warnings, the Speaker ordered Cllr DA Hendrickse to leave the Council Chamber (at 16:45) for violating Rule 27 of the Rules of Order By-law.

Meeting:	14 th Council meeting: 2017-11-29	Submitted by Directorate:	Office of the Municipal Manager
Ref No:	3/4/1/4	Author:	Municipal Manager: (Ms G Mettler)
Collab:		Referred from:	

11.	CONSIDERATION OF URGENT MOTIONS
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NONE

12.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

13.	CONSIDERATION OF REPORTS
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13.1	REPORTS SUBMITTED BY THE SPEAKER
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NONE

13.2	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

14.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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SEE PINK DOCUMENTATION

The meeting adjourned at 16:55.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**