



**Raadslede van die Raad van die
Langeberg Munisipaliteit**

Kennis geskied hiermee van 'n Raadsvergadering
van die Raad van Langeberg Munisipaliteit wat gehou sal word op
26 FEBRUARIE 2025 om 10H00
in die **Raadsaal**, Munisipale Kantore, Kerkstraat, Robertson
om oorweging te verleen aan die items op die aangehegte agenda.

...

**Councillors of the Council of the
Langeberg Municipality**

Notice is hereby given of a Council Meeting
of the Municipal Council of the Langeberg Municipality to be held on
26 FEBRUARY 2025 at 10H00
in the Council Chambers, Municipal Offices,
Church Street, Robertson to discuss the items on the appended agenda.

P. Hess

CLLR • RDL P HESS
SPEAKER

A G E N D A

~ 26 FEBRUARY 2025 ~

1. Opening / Opening
2. Attendance / Bywoning
3. Applications for leave of Absence / Aansoeke vir verlof tot afwesigheid
4. Approval of Minutes / Goedkeuring van Notule
 - 4.1 Confirmation of the Minutes of an Ordinary Meeting of the Council of Langeberg Municipality held on 04 December 2024 at 09h59 in the Council Chambers, Church Street, Robertson **05 - 18**
Bekräftiging van die Notule van 'n Gewone Vergadering van die Raad van Langeberg Munisipaliteit gehou op 04 Desember 2024 om 09h59 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.
 - 4.2 Confirmation of the Minutes of a Statutory Meeting of the Council of Langeberg Municipality held on 23 January 2025 at 10h00 in the Council Chambers, Church Street, Robertson **19 - 23**
Bekräftiging van die Notule van 'n Statutêre Vergadering van die Raad van Langeberg Munisipaliteit gehou op 23 Januarie 2025 om 10h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.
5. Statements & Announcements by the Speaker / Verklarings & Mededelings deur die Speaker
6. Interviews with Delegations / Onderhoude met Afvaardigings
7. Statements & Announcements by the Mayor / Verklarings & Mededelings deur die Burgemeester
8. Urgent Matters & Reports, Statements & Announcements submitted by the Municipal Manager
Dringende Aangeleenthede & Verslae, Verklarings & Mededelings voorgelê deur die Munisipale Bestuurder
 - 8.1 Matters which must be handled in terms of Section 30(5) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998), as amended. Aforesaid stipulation reads as follows: (5) Before a municipal council takes a decision on any of the following matters it must first require its executive committee or executive mayor, if it has such a committee or mayor, to submit to it a report and recommendation on the matter: (1) any matter mentioned in Section 160(2) of the Constitution; (2) the approval of an integrated development plan for the municipality, and any amendment to that plan; and (3) the appointment and conditions of service of the municipal manager and a head of a department of the municipality. *Sake wat hanteer moet word in terme van Artikel 30(5) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig. Voormelde bepaling lees as volg: (5) Alvorens 'n munisipale raad 'n besluit oor enige van die volgende aangeleenthede neem, moet hy eers sy uitvoerende komitee of uitvoerende burgemeester, indien hy so 'n komitee of burgemeester het, versoek om 'n verslag en aanbeveling oor die aangeleentheid aan hom voor te lê: (1) enige aangeleentheid genoem in Artikel 160(2) van die Grondwet; (2) die goedkeuring van 'n geïntegreerde ontwikkelingsplan vir die munisipaliteit, en enige wysigings van daardie plan; (3) die aanstelling en diensvoorwaardes van die munisipale bestuurder en 'n hoof van 'n departement van die munisipaliteit.*
 - 8.2 Matters which must be handled in terms of Section 32(1) and (2) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998) as amended, and approved per Council Resolution A82 of 19 March 2001. / *Sake wat hanteer moet word in terme van die delegasies toegestaan ingevolge Artikel 32(1) en (2) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig en aanvaar per Raadsbesluit A82 van 19 Maart 2001.*
 - 8.3 Report on matters of concern by representatives at the Cape Winelands District Municipality. / *Rapportering aangaande sake van belang deur verteenwoordigers by die Kaapse Wynland Distrikmunisipaliteit.*
 - 8.4 Other Matters / *Ander Sake*

9. Consideration of Notice of Motions / Oorweging van Kennisgewing van Mosies

A4881	NOTICE OF MOTION – CLLR BAARTMAN	115
A4882	MOTION OF NO COMPLIANCE TO THE CODE OF CONDUCT BY THE SPEAKER – CLLR HENN	117
A4883	MOTION OF NON-COMPLIANCE WITH THE RULES OF ORDER FOR COUNCILLORS OF LANGEORG MUNICIPALITY (MOTION OF EXIGENCY) – CLLR STEENKAMP	119

10. Consideration of Notice of Questions / Oorweging van Kennisgewing van Vrae

None / Geen

11. Consideration of Urgent Motions / Oorweging van Dringende Mosies

None / Geen

12. Consideration of Reports / Oorweging van Verslae

12.1	Reports submitted to Council for consideration (A Items) Verslae voorgelê aan die Raad vir oorweging (A Items)	26
12.2	Reports submitted to Council for consideration (AA Items) Verslae voorgelê aan die Raad vir oorweging (AA-Items)	122
12.3	Reports dealt with in terms of the delegated powers by the Mayoral Committee (B & BB Items) Verslae afgehandel deur die Burgemeesterskomitee in terme van gedelegeerde bevoegdhede (B & BB-Items)	130

A ITEMS

A4845	RESUBMISSION: IKHAYA LABANTWANA EDUCARE CENTRE: RENEWAL OF LEASE FOR THE MUNICIPAL BUILDING SITUATED ON UNREGISTERED ERVEN 131;132 & 133, (PORTION OF ERF 137) NKQUBELA ROBERTSON (7/2/31/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	26
A4846	PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD – OCTOBER - DECEMBER 2024 (LED DEPARTMENT) (9/2/1/9)	32
A4847	QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: OCTOBER – DECEMBER 2024 (9/2/1/9) (LED MANAGER)	36
A4848	COUNCIL APPROVAL: HOUSING SELECTION POLICY (17/5/2) (DIRECTOR COMMUNITY SERVICES)	42
A4849	NAMING OF NEW STREETS IN BOEKENHOUTSKLOOF, BONNIEVALE (15/1/12/2) (MANAGER: TOWN PLANNING)	45
A4850	WATER SERVICES DEVELOPMENT PLAN (WSDP) PERFORMANCE AND AUDIT REPORT 2023/24 (CIVIL ENGINEERING SERVICES)	48
A4851	PROGRESS REPORT ON RECYCLING INITIATIVE AND FUTURE EXPANSION OF RECYCLING: MANAGER SOLID WASTE MANAGEMENT	52
A4852	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2024 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	56
A4853	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	57
A4854	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	58
A4856	COUNCIL APPROVAL: TO SUBMIT THE HUMAN SETTLEMENT PLAN FOR APPROVAL (17/5/1) (DIRECTOR COMMUNITY SERVICES)	59
A4857	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	61
A4858	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	62
A4859	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	63
A4860	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	64
A4861	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	65
A4862	DONATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	66
A4863	HALF YEARLY PRESENTATIONS BY THE LOCAL TOURISM ASSOCIATIONS (12/2/3/3) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	73
A4864	QUARTERLY REPORT: BUILDING PLANS SUBMITTED: OCTOBER 2024 – DECEMBER 2024 (9/2/1/5) (MANAGER: TOWN PLANNING)	75

A4865	PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEORG MUNICIPALITY FOR OCTOBER – DECEMBER 2024 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)	77
A4866	NOTICE OF MOTION – MOUNTAIN VIEW INFORMAL SETTLEMENT – MONTAGU (3/2/1/1) – DIRECTOR COMMUNITY SERVICES	80
A4868	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2024 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	82
A4869	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	83
A4870	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	84
A4871	MULTI PARTY WOMEN'S COMMITTEE (SECTION 79 COMMITTEE) (10/3/2) (DIRECTOR: CORPORATE SERVICES)	85
A4872	PERFORMANCE INDICATORS TO BE AMENDED – TOP-LEVEL SDBIP (2024 / 2025) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	87
A4873	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – JANUARY 2025 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	90
A4874	PROVISION OF STUDY ASSISTANCE TO COUNCILLORS (3/3/4) (DIRECTOR: CORPORATE SERVICES)	91
A4875	RESUBMISSION - APPROVAL OF VALUATION APPEAL BOARD: COMPOSITION OF THE VALUATION APPEAL BOARD FOR THE PERIOD 2025-2029 (CHIEF FINANCIAL OFFICER)	93
A4876	COMPILING OF THE 2024/2025 MID-YEAR ADJUSTMENT BUDGET FEBRUARY 2025 (ACTING CHIEF FINANCIAL OFFICER)	96
A4877	FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: OCTOBER – DECEMBER 2024 (3/2/1/3) (MUNICIPAL MANAGER)	100
A4878	AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 2 OF 2024 / 2025 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)	105
A4879	FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT, ANNUAL RISK ASSESSMENT REPORT AND UPDATED RISK REGISTER FOR QUARTER 2 – 2024 / 2025 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)	111
A4881	NOTICE OF MOTION – CLLR BAARTMAN	115
A4882	MOTION OF NO COMPLIANCE TO THE CODE OF CONDUCT BY THE SPEAKER – CLLR HENN	117
A4883	MOTION OF NON-COMPLIANCE WITH THE RULES OF ORDER FOR COUNCILLORS OF LANGEORG MUNICIPALITY (MOTION OF EXIGENCY) – CLLR STEENKAMP	119

RESUBMISSION: IKHAYA LABANTWANA EDUCARE CENTRE: RENEWAL OF LEASE FOR THE MUNICIPAL BUILDING SITUATED ON UNREGISTERED ERVEN 131:132 & 133, (PORTION OF ERF 137) NKQUBELA ROBERTSON (7/2/3/1/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)

Purpose of report

To resubmit a report to the Mayoral Committee for consideration regarding an application received from Mr B Zwane on behalf of Ikhaya Labantwana Educare Centre.

Background

The following letter was received from Mr B Zwane:

"I Bongani Zwane ID 790806 5574 086 on behalf of Ikhaya Labantwana Edu Care Centre hereby apply for the renewal of the current lease agreement between Ikhaya Labantwana Edu Care Centre and the Municipality as it will expire in October 2024.

Ikhaya Labantwana Edu Care Centre is a None Profit Organisation registered with the Department of Social Development and is currently looking after 35 children ranging from ages 0-5yrs mostly from poor seasonal farm workers. We're registered with the Western Cape Education Department.

I do hereby humbly request that the municipality grant us another chance to use the property so that we can continue helping the kids in our community. We will highly appreciate if our application will be taken into consideration as we fight hard to give our children a better future by accommodating them in a safe and clean environment.

Kind regards"

The following comments were received:

Comments: Manager: Civil Engineering Services

The Civil Engineering Services has no objection the above application.

Comments: Manager: Electrical Engineering Services

No objection from the Electrical Department.

Comments: Manager: Town Planning

There is no objection from a land use planning point of view to the continued lease of the site for use as an ECD. It is noted that the buildings are built across unregistered erven 131 and 132 and the play area is on erf 133. These three proposed erven are still registered as part of erf 137 Nkqubela.

Comments: Director: Strategy & Social Development

I support the recommendation made by CFO, not to renew due to the huge outstanding account

Comments: Director: Community Services

Same recommendation of CFO supported.

Comments: Director: Engineering Services

I will support the renewal on the following conditions:

1. An agreement contract for the payment of outstanding amount be done in a way that parents of children is part of legal accountable payments.
2. The occupation and use of land be addressed and resolved with an approach that will result in a win-win outcome.

Comments: Chief Financial Officer

I hereby do not recommend the renewal due to the account being in arrears.

USER COUNT INVALID - PLEASE CONTACT SUPPLIER: 29/06/24 - DEBTORS & CONSOLIDATED BILLING - Enquiry - Debtors Detailed ... X

Lookup: Name Account Number Ed: USAGE: 47-Non-Residential Last Paid

Name: IKHAYA LABANTWANA Active Status: normal, 0 Site: Date: 15/01/2024

Address: 4 QHANQISO STRAAT Deposit: Building: Amt:

QHANQISO STRAAT 4 B/Clause: Ref: 171383

Suburb: RBM:Nkqubela Annual Debits: Monthly/Yearly:

Installments: Due Date: 08/07/2024

TP	Description	V.A.T.	Attorney	Arrears + ALL Int	Current Only	Future	Total	Loans/Agreements
6	SUNDRIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	ADMIN FEE	0.00	0.00	174.21	0.00	0.00	174.21	0.00
8	RENT BUILD	0.43	0.00	3.32	0.00	0.00	3.32	0.00
9	ELECT	6633.60	0.00	60865.86	740.60	0.00	61606.46	0.00
12	WATER	3474.87	0.00	31786.95	297.99	0.00	32084.54	0.00
13	RIOOL	1910.40	0.00	17331.89	252.40	0.00	17584.29	0.00
14	VULLIS	1691.05	0.00	15094.40	228.62	0.00	15323.02	0.00
70	RTS RES-DEV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUB TOTAL		13716.35	0.00	125256.63	1519.21	0.00	126775.84	0.00

Unposted Receipts: Current Period: 202407

PAYABLE AMOUNT: 01/07/2024 14:39

GRAND TOTAL: 690 B Caverhall

Enquiry Action: Enquire < Previous Next > Close

Enter data or press ESC to end.

Comments: Cllr Gxowa

I support the application

Comments: Senior Manager: Admin Support

I personally visit the site and the organisation, and the facility is in a very good condition and maintain very well. The massive number of children that are accommodated, and the service to the bigger community, is essential. I would like to support the extension of the lease agreement, but due to the big outstanding account, council try to facilitate an agreement to pay the outstanding amount owned to council.

Comments: Director: Corporate Services

The recommendation in the report is supported.

Comments: Municipal Manager

Even though I feel very sad in respect of the number of young children which will be negatively affected by not renewing the lease agreement, the municipality cannot ignore the tremendous amount outstanding and owned to the municipality. Payment agreements have also been renegotiated, but unfortunately such were defaulted on again, to the result of a tremendous outstanding amount of R126 775,84.

The financial interest of the municipality must be protected, and the lease can therefore not be renewed, and the recommendation as submitted, is supported.

Recommendation

1. *That it be confirmed that the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003).*
2. *That the application from Ikhaya Labantwana Educare Centre to renew their lease agreement for the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela Robertson not be approved due to the enormous outstanding municipal account.*
3. *That Ikhaya Labantwana Educare be given notice to vacate the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson not later than 31 December 2024, failing which an eviction order will be obtained and all costs involved be for their account.*
4. *That the amount in arrears be paid in full.*
5. *That the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson be alienated by way of per public tender subject to the following conditions:*
 - 5.1 *That the erf be alienated at a market related price.*
 - 5.2 *That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.*
 - 5.3 *That the buyer be responsible for all the connection fees for municipal services rendered to the property.*
 - 5.4 *That the buyer be responsible for all costs regarding the property in his/ her name.*
 - 5.5 *That the purchaser be responsible for all Town Planning cost involved which may include rezoning of both portions to business, subdivision, consolidation, surveying, registration of servitudes where applicable.*
 - 5.6 *That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.*

The following resolution was taken by Council on 18 September 2024 under Item A4779:

1. *That the report be referred back to the next Council meeting and that Cllr L Gxowa be afforded the opportunity to discuss this matter with the management of Ikhaya Labantwana Educare Centre.*
2. *That the management of Ikhaya Labantwana Educare Centre make an arrangement with the Municipality concerning their account that is in arrears.*

In response to the above-mentioned decision, the following feedback was received from Cllr Gxowa:

1. **" Why not getting funding from WCED?**
 - Fire Clearance certificate is needed. In order to get this, you need to the municipality fire department. In which I did, and they gave me a list of things to be done including servicing the current fire extinguishers.
 - Approved Building Plan. It just so happened that when I approached the Robertson municipal archives in 2018, there was no building plan at all.

Henceforth, I had to get our own architect, Mr Lacroix to do the site development plan for us of which he did in 2022, and it was handed to me on 17/ 03/2024 pending to be approved by the municipality at an amount of R2 264.00, so currently the site plan is available but needs to be approved so we can get the occupation and get the fire clearance as well.

We stopped paying the municipality services because we were no longer getting the funding from WCED.

The cash flow we are receiving is the school fees that we charge from the seasonal working parents at the farms of that is not enough as we have to buy groceries for the kids, pay salaries to the workers as well.

2. Solution

We approached the credit controllers through our secretary who was given authority by the board members and had an agreement with them, and they helped us by having an arrangement of paying R2 567.58 as indicated on the invoice.

Also, there was an arrangement by me, Bongani Zweni with Bjorn Carvenelis that he will install a prepaid meter box instead of fixed. As all this said or all this can be sorted then we will be able to re-register with the WCED as the old certificate expired 14 December 2023.

Henceforth also we also appeal for the renewal of the lease agreement.

The only donors that we currently have are helping us with the building renovations and periodically giving the kids food such as fruits, bread and so.

A location map is attached.

The following comments were received:

Comments: Directorate Community Services:

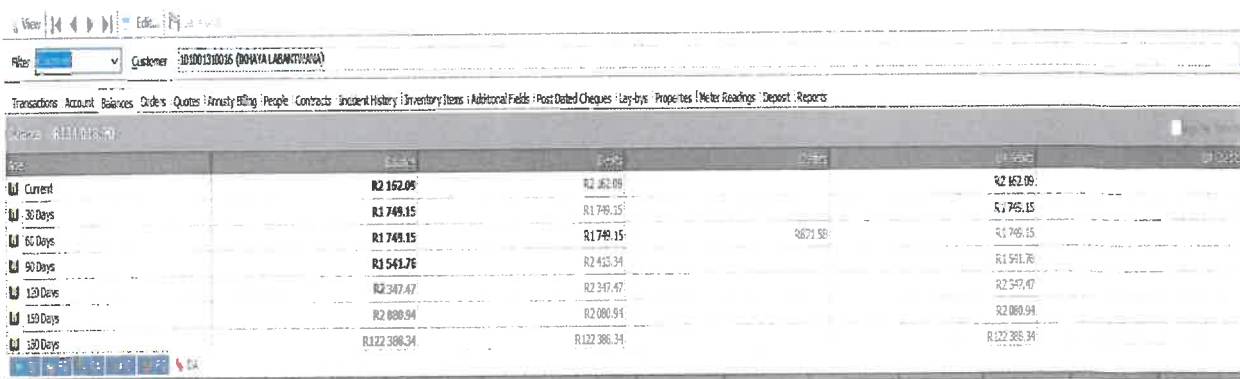
In support of municipal financial interest being a priority, therefore renewal not supported. Careful consideration on vandalism of municipal properties especially when left unoccupied for any period of time.

Comments: Director: Strategy & Social Development

My recommendation remains not to support the renewal of lease.

Comments: Chief Financial Officer

The renewal is not recommended due to an outstanding account balance of R 134 018.90.



The screenshot displays a financial software interface with a menu bar at the top including options like View, Edit, and Print. Below the menu, the customer name '0000130016 (DHAVALABANTHANA)' is visible. A navigation bar lists various account types: Transactions, Account Balances, Quotes, Arrears Billing, People, Contracts, Incident History, Inventory Items, Additional Fields, Post-Dated Cheques, Lay-bys, Properties, Meter Readings, Deposit, and Reports. The main area shows a table of account balances for different periods. The table has columns for 'Period', 'Balance', 'Debit', 'Credit', and 'Total'. The data is as follows:

Period	Balance	Debit	Credit	Total
Current	R2 162.05	R2 162.05		R2 162.05
30 Days	R1 749.15	R1 749.15		R1 749.15
60 Days	R1 749.15	R1 749.15		R1 749.15
90 Days	R1 541.76	R2 433.34		R1 541.76
120 Days	R2 347.47	R2 347.47		R2 347.47
150 Days	R2 080.94	R2 080.94		R2 080.94
180 Days	R122 386.34	R122 386.34		R122 386.34

Comments: Director: Engineering Services

The request is supported on the conditions as detailed in recommendations.

Comments: Director: Corporate Services

The renewal of the lease agreement is not supported, and will the situation only worsen if we allow any further use of this building. My comments as stated before remaining the same and is the recommendation supported.

Comments: Municipal Manager

I reconfirm my previous comments, not supporting the renewal of the lease and as a result supporting the recommendation to the Council as submitted.

Recommendation

1. That it be confirmed that the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003).
2. That the application from Ikhaya Labantwana Educare Centre to renew their lease agreement for the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela Robertson is not approved due to the enormous outstanding municipal account.
3. That Ikhaya Labantwana Educare be given notice to vacate the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson not later than 31 December 2024, failing which an eviction order will be obtained and all costs involved be for their account.
4. That the amount in arrears be paid in full.
5. That the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson be alienated by way of per public tender subject to the following conditions:
 - 5.1 That the erf be alienated at a market related price.
 - 5.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 5.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.
 - 5.4 That the buyer be responsible for all costs regarding the property in his/ her name.
 - 5.5 That the purchaser be responsible for all Town Planning cost involved which may include rezoning of both portions to business, subdivision, consolidation, surveying, registration of servitudes where applicable.
 - 5.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

This item served before the Corporate Services Portfolio Committee on 05 February 2025

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 05 Februarie 2025

Recommendation / Aanbeveling

1. That it be confirmed that the municipal building situated on unregistered erven 131; 132 & 133, (portion of erf 137) Nkqubela Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003).
2. That the application from Ikhaya Labantwana Educare Centre to renew their lease agreement for the municipal building situated on unregistered erven 131; 132 & 133, (portion of erf 137) Nkqubela Robertson is not approved due to the enormous outstanding municipal account.

3. That Ikhaya Labantwa Educare be given notice to vacate the municipal building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson not later than 31 March 2025, failing which an eviction order will be obtained and all costs involved be for their account.
4. That the amount in arrears be paid in full by the lessee.
5. That the building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson be considered to become the office of the Ward Councillor and possible use by the Municipality.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025

Aanbeveling / Recommendation

1. That it be confirmed that the municipal building situated on unregistered erven 131; 132 & 133, (portion of erf 137) Nkqubela Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003).
2. That the application from Ikhaya Labantwana Educare Centre to renew their lease agreement for the municipal building situated on unregistered erven 131; 132 & 133, (portion of erf 137) Nkqubela Robertson is not approved due to the enormous outstanding municipal account.
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4. That the amount in arrears be paid in full by the lessee.
5. That the building situated on unregistered erven 131;132 & 133, (portion of erf 137) Nkqubela, Robertson be considered to become the office of the Ward Councillor and possible use by the Municipality.

PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD – OCTOBER - DECEMBER 2024 (LED DEPARTMENT) (9/2/1/9)

Purpose of the report:

To report to Council on Employment Opportunities through Poverty Alleviation and the Expanded Public Works Programme (EPWP) Grant for the period October – December 2024.

Background:

The Municipality has allocated funds from the Poverty Alleviation budget and the Expanded Public Works Programme (EPWP) grant to address the issue of seasonal unemployment. These funds are designated to create temporary work opportunities and providing much-needed relief to unemployed individuals. All internal departments were encouraged to utilize labour-intensive methods to support this initiative.

This report aims to inform the Council of the outcomes achieved from October- December. During this period, a total of **101** jobs were created, benefiting individuals who participated in various projects.

1. CARE TAKERS AT SPORTFIELDS (COMMUNITY SERVICES DIRECTORATE) OWN FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Bongani	August	M	2000-09-07	2	01/10/2024	31/12/2024
2.	Nigel	Fulani	M	1983-10-28	2	01/10/2024	31/12/2024
3.	Simphiwo	Qhawula	M	1975-06-06	10	01/10/2024	31/12/2024
4.	Abulele	Tukayi	M	2000-12-23	10	01/10/2024	31/12/2024
5.	Benjamin	Fanele	M	1976-01-01	10	01/10/2024	31/12/2024
6.	Siyabonga	Ndabeni	M	1995-07-26	10	01/10/2024	31/12/2024
7.	Jacobus	Pieterse	M	1996-12-24	1	01/10/2024	31/12/2024
8.	Calvin	Rossouw	M	2000-11-08	3	01/10/2024	31/12/2024
9.	Gert	Malan	M	1975-06-25	4	01/10/2024	31/12/2024
10.	Manwill	Fourie	M	2006-07-26	5	01/10/2024	31/12/2024
11.	Keynen	Afrikaner	M	2002-08-15	5	01/10/2024	31/12/2024
12.	Bradley	Swanepoel	M	1997-12-29	5	01/10/2024	31/12/2024
13.	Heinrich	Patterson	M	1980-02-06	5	01/10/2024	31/12/2024
14.	Desmond	Finiza	M	1987-12-16	10	01/10/2024	31/12/2024
15.	Keith	Stoffels	M	2001-03-29	3	01/10/2024	31/12/2024
16.	Jolan	Van Ross	M	1967-08-11	9	01/10/2024	31/12/2024
17.	Paul	Ryneveldt	M	1960-03-29	9	01/10/2024	31/12/2024
18.	MacMillen	Evertson	M	2005-03-05	9	01/10/2024	31/12/2024
19.	August	Stanfliet	M	1973-08-29	9	01/10/2024	31/12/2024
20.	Hendrik	Barends	M	1966-10-01	9	01/10/2024	31/12/2024
21.	Justus	De Kooker	M	1961-02-20	9	01/10/2024	31/12/2024
22.	JoJean	Theodore	M	1972-04-23	4	01/10/2024	31/12/2024
23.	Jacque	Menese	M	2004-03-27	3	01/10/2024	31/12/2024
24.	Jody	Lombard	M	1985-10-07	4	01/10/2024	31/12/2024
25.	Preewon	Hendricks	M	1996-07-17	1	01/10/2024	31/12/2024
26.	Deslin	Hermans	M	1996-06-07	4	01/10/2024	31/12/2024
27.	Antonio	Moses	M	1995-04-08	1	01/10/2024	31/12/2024
28.	Stevens	Wiese	M	2004-12-20	12	01/10/2024	31/12/2024
29.	Dirk	Conradie	M	1969-05-08	9	01/10/2024	31/12/2024
30.	Cheslyn	Pasquallie	M	1999-05-31	12	01/10/2024	31/12/2024
31.	Raylan	Moses	M	2002-12-27	12	01/10/2024	31/12/2024
32.	Melvyn	Booyesen	M	1969-11-23	12	01/10/2024	31/12/2024
33.	Admey	Strydom	M	1992-11-22	12	01/10/2024	31/12/2024

34.	Birgett	Britz	M	1994-04-11	2	01/10/2024	31/12/2024
35.	Terrence	Lizwane	M	2000-07-30	3	01/10/2024	31/12/2024
36.	Maurice	Moses	M	1998-04-14	3	01/10/2024	31/12/2024
37.	Edion	Williams	M	1999-01-13	5	01/10/2024	31/12/2024
38.	Mzimasi	Mshego	M	1970-08-15	2	01/10/2024	31/12/2024
39.	Jerome	Jansen	M	2001-03-21	1	01/10/2024	31/12/2024
40.	Ayanda	Chabalala	M	1973-09-25	2	01/10/2024	31/12/2024
41.	Makhaya	Dyonta	M	1974-01-23	2	01/10/2024	31/12/2024
42.	Phumlani	Notwalana	M	1982-06-06	10	01/10/2024	15/10/2024
43.	Aviwe	Mangxama	M	1993-02-17	2	01/10/2024	31/12/2024
44.	Michaels	Dicks	M	1987-05-26	4	09/10/2024	31/12/2024
45.	Nicolaas	Moses	M	1978-08-29	4	09/10/2024	31/12/2024

2. ROAD SIGNS PROJECT TRAFFIC DEPARTMENT (CORPORATE SERVICES DIRECTORATE) OWN FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Ronwhen	Andries	M	1988-12-26	3	04/10/2024	13/12/2024
2.	Mojalafa	Mofama	M	1991-11-03	2	04/10/2024	13/12/2024
3.	Clinton	Kleinhans	M	1982-08-28	3	04/10/2024	13/12/2024
4.	Ayabonga	Mbembe	M	1994-10-03	2	04/10/2024	13/12/2024

3. CLEANING PROJECT (ENGINEERING DIRECTORATE) OWN FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Justice	Mafilika	M	1975-07-20	2	22/10/2024	20/12/2024
2.	Mzwabantu	Kondile	M	1998-03-05	2	22/10/2024	20/12/2024

4. 27/4 EMERGENCY CALL CENTRE (GOVERNANCE SUPPORT DEPARTMENT) EPWP FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Henriette	Matthews	F	1992-04-10	3	01/10/2024	31/10/2024
2.	Elreze	Jacobs	F	1980-03-14	6	01/10/2024	31/10/2024
3.	Tanya	Jantjies	F	2003-09-11	9	01/10/2024	31/10/2024
4.	Lindean	Jantjies	F	1999-03-22	3	01/10/2024	31/10/2024
5.	Velerey	Adams	F	1994-08-25	3	11/12/2024	30/06/2025
6.	Anver	September	M	2000-01-09	1	01/12/2025	30/06/2025
7.	John	Newman	M	2002-01-04	3	05/12/2024	30/06/2025
8.	Irene	Lawerdien	F	2003-02-04	1	05/12/2024	30/06/2025

5. DATA PROCESSOR AT THE ELECTRICAL SERVICES DEPARTMENT (ENGINEERING SERVICES DIRECTORATE) OWN FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Kayrin	Groenewald	F	1993-12-06	1	04/10/2024	20/12/2024

6. ROAD AND STORM WATER CIVIL ENGINEERING DEPARTMENT (ENGINEERING SERVICES DIRECTORATE) OWN FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Joseph	Pekeur	M	1978-04-05	6	17/10/2024	30/06/2025
2.	Lorell	Booyesen	M	1992-11-01	3	17/10/2024	30/06/2025
3.	Siphosethu	Ndiza	M	1984-03-10	4	17/10/2024	30/06/2025
4.	Shayno	Matthys	M	2003-04-04	4	17/10/2024	30/06/2025
5.	Danwill	Daniels	M	2000-03-10	4	17/10/2024	30/06/2025
6.	Rehano	Verwey	M	1994-05-31	4	17/10/2024	30/06/2025
7.	Kenan	Pietersen	M	2000-10-05	12	17/10/2024	30/06/2025
8.	Elton	Juluis	M	1994-05-08	12	17/10/2024	30/06/2025
9.	Meteo	Pieterse	M	2002-07-16	7	17/10/2024	30/06/2025
10.	Jenovan	Friesland	M	1998-10-29	4	17/10/2024	30/06/2025
11.	Johan	Scheepers	M	1971-07-14	9	22/10/2024	30/06/2025
12.	Robin	Jonathan	M	2005-01-24	9	22/10/2024	30/06/2025
13.	Saul	Esau	M	1972-05-13	9	22/10/2024	30/06/2025
14.	Atwill	Regue	M	2000-01-31	6	22/10/2024	30/06/2025
15.	Donald	Pekeur	M	1982-01-24	9	23/10/2024	30/06/2025

7. SWIMMING POOL SECURITY PROJECT DEPARTMENT (COMMUNITY SERVICES DIRECTORATE) OWN FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Shermick	Williams	M	1991-07-02	3	12/10/2024	31/03/2025
2.	Sinebhongo	Maselane	M	1995-04-24	3	12/10/2024	31/03/2025
3.	Sinny	Cookson	M	1969-05-02	6	12/10/2024	31/03/2025
4.	Nosipho	MAqanda	M	1983-11-11	2	12/10/2024	31/03/2025

8. SECURITY AT THE TRAFFIC DEPARTMENT (CORPORATE SERVICES DIRECTORATE OWN FUNDS)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Simamkele	Mbutyu	M	1997-10-17	10	16/10/2024	30/11/2024
2.	Nandi	Damtyele	M	1992-11-12	10	01/11/2024	30/11/2025
3.	Bolketlo	Lekgoasa	M	2000-12-15	10	01/11/2024	30/01/2025
4.	Avuyile	Ndinisa	M	1998-03-16	10	01/11/2024	30/01/2025
5.	Ntembiso	Ngxulelo	M	1994-08-28	10	05/11/2024	30/01/2025
6.	Bulelani	Matrose	M	1984-08-16	10	01/11/2024	30/11/2025
7.	Siphosethu	Vuma	M	1994-04-07	10	05/11/2024	30/01/2025
8.	Chris	Fonk	M	1993-02-24	2	01/12/2024	30/01/2025
9.	Simamkele	Mbutyu	M	1997-10-17	10	01/12/2024	30/01/2025
10.	Thembinkosi	Ngongose	M	1976-04-22	10	01/12/2024	30/01/2025
11.	Salemo	Pietersen	M	1991*09-30	10	01/12/2024	30/01/2025
12.	Nandi	Damtyele	M	1992-11-12	10	01/12/2024	30/01/2025
13.	Bulelani	Matrose	M	1984-08-16	10	01/12/2024	30/01/2025

9. DATA PROCESSOR FOR AT THE CIVIL DEPARTMENT (ENGINEERING DIRECTORATE) EPWP FUNDS

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Elzane	Swanepoel	F	1999-04-25	9	04/11/2024	30/04/2025

10. SWIMMING POOL LIFEGUARD TRAINEE (COMMUNITY SERVICES DIRECTORATE) LINE DEPARTMENT

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Daylin	Bantom	M	2007-07-16	9	20/11/2024	30/04/2025
2.	Jaydee	Beukman	M	2004-06-26	3	21/11/2024	30/04/2025

11. CARE TAKERS AT THE SPORTFIELD (COMMUNITY SERVICES DIRECTORATE) LINE DEPARTMENT

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Xolisa	Jwili	M	1988-10-02	9	04/11/2024	31/12/2024

12. METER READERS PROJECT (FINANCE SERVICES DIRECTORATE) LINE DEPARTMENT

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Ashwin	Abrahams	M	1992-04-08	3	19/11/2024	31/03/2025
2.	Mzwandile	Lesia	M	1994-10-30	2	19/11/2024	31/03/2025
3.	Tyron	Esau	M	1991-04-18	4	19/11/2024	31/03/2025
4.	Ruan	Hull	M	2001-09-07	5	09/12/2024	31/03/2025

13. LIBRARY ASSISTANT PROJECT (COMMUNITY SERVICES DIRECTORATE) LINE DEPARTMENT

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Onele	Willie	M	2003-04-18	10	02/12/2024	28/02/2025

GRAND TOTAL: 101 BENEFICIARIES

Recommendation/ Aanbeveling:

That Council notes the content of the Progress Report on Job Opportunities for the period October – December 2024.

This item served before the Strategy & Social Development Portfolio Committee on 05 February 2025
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 05 Februarie 2025
Aanbeveling / Recommendation

That Council notes the content of the Progress Report on Job Opportunities for the period October – December 2024.

This item served before the Executive Mayoral Committee on 20 February 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025
Aanbeveling / Recommendation

That Council notes the content of the Progress Report on Job Opportunities for the period October – December 2024.

QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: OCTOBER – DECEMBER 2024 (9/2/1/9) (LED MANAGER)

Purpose of Submission:

To submit a quarterly progress report on the Local Economic Development Department to Council for the period October - December 2024.

Background

This report seeks to report the progress of the Local Economic Development Department for the period of October – December 2024.

PROGRESS: LOCAL ECONOMIC DEVELOPMENT:

CAPITAL PROJECT: UPGRADING OF HOOP STREET, ROBERTSON INFORMAL TRADING AREA (T44/2023)

- Construction of the Upgrading of Robertson Informal Trading Area commenced on 15 April 2024.
- The Contractor appointed local labour from the specific ward first, as part of conditions stipulated in the tender document.
- First invoice received from the Contractor on 30 April 2024.
- First progress meeting was held on 3 May 2024.
- Second invoice received from the Contractor on 30 May 2024.
- Second progress meeting was held on 31 May 2024.
- Third invoice received from the Contractor on 14 June 2024.
- The fourth invoice received from the Contractor on 28 June 2024.
- The fifth invoice received from the Contractor on 13 December 2024.
- Regular feedback received from Project Management unit and continues discussions.
- All steel structures were erected and completed.
- Branches of trees trimmed, and some trees removed to accommodate the steel structures.
- All electrical boxes and underground cables completed.
- Plumbing, welding and gates done.
- Disabled toilet finished along with the upgrading of other toilets.
- Request for project to be rolled over to the 2024/2025 financial year was approved.
- The site has been inspected by Consultant UDS on the 29 and 30 October 2024 and deemed to have reached a state of partial practical completion.
- Completion date: 30 October 2024.
- A certificate of Partial Practical Completion was issued by UDS subject to the Contractor completing the snag list.
- A snag list was issued to the Contractor to be completed within 21 days.
- The Contractor undertook to finish the outstanding works during the period specified by the Consultant.
- The official opening of the Robertson Informal Trading area was on 1 November 2024. Thereafter the Informal Traders moved into the trading area on Friday, 2 November 2024.
- The marking of the individual trading areas will take place in January 2025.
- There will be approximately ±60 trading areas after the areas have been marked. The LED department already has new applications to trade in the area on a waiting list for January 2025.
- Potts Devco (LTD) Pty will be penalized up to 29 October 2024 due to not adhering to timelines stipulated in T44/2023.



Upgrading of Robertson Informal Trading area



Official opening of the Robertson Informal Trading area

SMALL BUSINESS DEVELOPMENT

- Assistance to Small Businesses on an ongoing basis with new company registrations, BBBEE certificates, advice, Central Suppliers Database (CSD) registration, Langeberg Municipality supplier database and SARS Tax clearance.
- Proposed dates for the SEDA Engagements, July till December 2024, had been approved by SEDA and SLA had been drawn up and submitted to SEDA for their signature.
- Businesses have been informed of funding available by SEDA for equipment and marketing purposes. Applications forms are available at the Langeberg Municipality (Commando Office).
- SEDA dates advertised were on Municipal media platforms and sent to reception at each municipal building to be put up on the notice boards.
- From 1st October 2024, SEDA and SEFA merged to form 1 company, and their name changed to SEDFA.
- Alternative venues were booked for SEDFA engagement from October till December 2024 since exams took place in Zolani and Nkqubela Community Halls.

SEDFA appointed a new Business Advisor. Allocation of SEDFA staff for the engagements from July – December 2024, is as follows:

- Andile Dikeni (**Ashton and Montagu**)
- Bophelo Monyela (**Robertson and Nkqubela**)
- Cheryl Damons (**Bonnievale and McGregor**)

WOMEN IN BUSINESS

- SEDFA in collaboration with Langeberg Municipality hosted engagements with women in business across the Langeberg area. Businesses exhibited their products, gave brief feedback on the progress of their businesses, and challenges encountered. This engagement is a platform for women to network amongst themselves and support each other.

Women in Business Engagement Dates: October 2024:

- 22 October 2024 – Robertson Callie De Wet Hall & Nkqubela Community Hall
- 08 October & 26 November 2024 – Bonnievale Happy Valley Side Hall
- 22 October 2024 – McGregor Community Hall

The engagements that took place in August was so successful that the women requested more sessions, but with the women from all towns in one venue.



Women in Business Engagements

YOUTH DEVELOPMENT PROGRAMME

- Langeberg Municipality in collaboration with the Department of Social Development and Department of Labour hosted a Job Readiness Programme at the Bonnievale Happy Valley Community Hall on 31 October 2024 and 1 November 2024.
- 42 Unemployed youths between the ages of 18 to 25 attended the 2-day workshop.
- According to the youth this was a very successful and informative workshop. The youth requested for similar workshops in the future.



Job Readiness Workshop: Bonnievale

SEED FUND PROGRAMME

The SEED FUND programme of Cape Winelands District Municipality opened on 01 October 2024. The closing date was 31 October 2024. Langeberg Municipality in collaboration with CWDM source runs the SEED FUND programme in the Langeberg area. It was advertised in the Gazette. CWDM provides application forms to the Langeberg office and the local CWDM office for interested applicants. The evaluation was done by Langeberg official on 04 December 2024 and submitted to CWDM. Site visits took place to the qualifying applicants on the 13 December 2024 by Cape Winelands and Langeberg officials. Site visits took place in Montagu, Ashton, Nkqubela Robertson and McGregor. Equipment funding will be allocated during June/July 2025 by the CWDM, Stellenbosch after approval by their Council.

SEDA ENGAGEMENTS AND TRAININGS

The following SEDA engagements took place for 2024:

DATE	TOWN & VENUE	ENGAGEMENT – Systematic Need based Approach
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08 October 26 November 17 December	Bonnievale Happy Valley Side Hall (Cheryl Damons – SEDFA Worcester Business Advisor)	One on one consultations Ongoing business assessments with start ups GAP Assessments Interventions Spaza Shop Programme Marketing Programme Women in Business Engagements Compliance assistance with start ups Strategy Development Mentorship & Coaching
15 October 12 November 10 December	Montagu Wilhelm Thys Community Hall (Andile Dikane – SEDFA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups Spaza Shop Programme Marketing Programme GAP Assessments Interventions Compliance assistance with start ups Strategy Development Mentorship & Coaching
22 October 21 November 19 December	Nkqubela Community Hall (Bochelo Monyela– SEDFA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups GAP Assessments Interventions Compliance assistance with start ups Spaza Shop Programme Marketing Programme Mentorship & Coaching
22 October 21 November 19 December	Robertson Community Hall (Civic) (Bochelo Monyela – SEDFA Worcester Business Advisor)	One on one consultations Ongoing business assessments with start ups GAP Assessments Interventions Compliance assistance with start ups Spaza Shop Programme Marketing Programme Mentorship & Coaching Women in Business Engagements
22 October 21 November 12 December	McGregor Community Hall (Cheryl Damons – SEDFA Worcester Business Advisor)	One on one consultations Ongoing business assessments with start ups Spaza Shop Programme Marketing Programme GAP Assessments Interventions Women in Business Engagements Compliance assistance with start ups Mentorship & Coaching
24 October 19 November 03 December	Ashton & Zolani Barnard Community Hall & Zolani Community Hall (Andile Dikane – SEDFA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups GAP Assessments Interventions Spaza Shop Programme Marketing Programme Compliance assistance with start ups Mentorship & Coaching

SPAZA SHOP PROGRAMME (SEDFA)

- SEDFA launched the W&R SETA Spaza Shop Programme. Only South African owned Spaza Shops owners can apply for this funding. These shops must be owned and run by South Africans. They can apply for R6000

worth of stock but must do 3-day training with SEDFA to qualify. The Spaza Shop must also be compliant, which means the business must be CIPC registered, tax clearance up to date, and letter of approval from Town Planning, Langeberg Municipality.

- SEDFA Business Advisor together with Principal Clerk LED did door-to-door site visits on 19 November 2024 to the Spaza Shops in Robertson. Most of these spaza shops weren't CIPC registered, therefore didn't qualify for the funding. In McGregor 2 South African owned Spaza Shops applied for the Programme through SEDFA. Both are compliant. They will receive R6000 worth of stock after the 3-day training with SEDFA in January 2025.

INFORMAL TRADERS

<u>Informal Trading Area</u>	<u>Trading Spaces Available</u>	<u>Number of Traders</u>	<u>Permits issued for OCTOBER 2024</u>	<u>Permits issued for NOVEMBER 2024</u>	<u>Permits issued for DECEMBER 2024</u>
Robertson	66	31	11	07	19
Montagu	18	18	11	10	10
McGregor	14	15	0	0	0
Bonnievale	19	8	02	06	03
Nkqubela	11	6	0	06	01

- A list with Daily and Monthly bookings is submitted to Law Enforcement, for follow up and feedback.
- Site visits for complaints and monitoring purposes were conducted on:
 - 10 October 2024 – Site Visit to Hoop Street Trading area progress of upgrading of trading area (resurfacing).
 - 14, 18 October 2024 – Site visit to Montagu and Bonnievale trading area.
 - 16 October 2024 – Site visit to Bonnievale trading area (complaints from traders)
 - 21 October 2024 – Bonnievale & Montagu Trading areas (site visit with IT)
 - 21 October 2024 – Site visit to Hoop Street Informal Trading area (resurfacing progress)
 - 25 October 2024 - Site visit to Bonnievale & Montagu Trading areas (photos for the CWDM proposal – R100 000)
 - 29 October 2024 – Site visit at Hoop Street Informal trading area
 - 30 October 2024 – Hoop Street site inspection before handover (LM Project Manager, POTTS DEVCO, UDS Consultant Manager LED & LM Official)
 - 05, 08, 11, 14, 20 November 2024 – Site Visit at Hoop Street, Robertson trading area, complaints received from traders.
 - 18 November – Site visit at Montagu and Bonnievale trading area.
 - 26 November – Site visit at Montagu Trading area
 - 10 December - Site visit at Hoop Street, Robertson trading area
 - 12 December 2020 – Complaints received by Montagu Traders were sent through to Law Enforcement
- Capturing and updating trading information and assisting clients with information on trading regulations at sites in the Langeberg area.
- Complaints received by Bonnievale traders were sent to the Call Centre and Law Enforcement.
- All electrical boxes except 2 were stolen at the Bonnievale Trading area.
- Enclosed bays of Montagu are fully booked.
- There was a break in at the Montagu trading area on 26 November 2024. The culprits stole various items from Traders. Police recovered some of the items.
 - Upgrading at the trading area Robertson, Hope Street project completed on 30 October 2024, and the opening of the informal trading area was held on 1 November 2024.

ARTS AND CULTURE DEVELOPMENT

- The Arts and Culture groups applied for the annual Grant-In-Aid funding by the Municipality. The Grant-In-Aid applications closed on 30 August 2024.

CONSULTATIONS

- 77 Consultations were done from October – December 2024.

Assisting with:

- General information,
- Assistance and information on CSD and fundings,
- Assisting with New Company registration through (SwiftReg & SEDA),
- Providing information on way forward after registration,
- Business Engagements by SEDA in all towns,
- Registrations on the SEDA Online Portal,
- Needs analysis with Women in Business in the Langeberg region,
- Enquiries & complaints from Informal Traders,
- Assist youth with SEDA's online portal registrations,
- Grant-In-Aid SLA signing, banking confirmations and ID copies

Recommendation / Aanbeveling

It is recommended that the council note the content of the quarterly report for the period of October – December 2024.

This item served before the Strategy & Social Development Portfolio Committee on 05 February 2025

Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 05 Februarie 2025
Aanbeveling / Recommendation

It is recommended that the council note the content of the quarterly report for the period of October – December 2024.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025
Aanbeveling / Recommendation

It is recommended that the council note the content of the quarterly report for the period of October – December 2024.

COUNCIL APPROVAL: HOUSING SELECTION POLICY (17/5/2) (DIRECTOR COMMUNITY SERVICES)

Purpose

Council to approve the Housing Selection Policy.

Background

This item served before an Ordinary Meeting of Council on 31 July 2024

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 31 Julie 2024

Eenparig Besluit / Unanimously Resolved

1. For the portfolio to take cognisance of the amendments made to the housing and selection policy to align it with both national and provincial frameworks.
2. The Portfolio notes the changes made to the policy prior to public participation and council approval.

The public participation process concluded on 18 October 2024. Feedback received was minimal, with all comments coming from one individual. The comments primarily focused on grammar, with a few expressing general opinions. (Attached report with comments). Notably a few comments were substantiated and provided meaningful insight.

1. Paragraph 4.1 - Is this correct as they are disqualified for subsidies and in other municipalities they are cancelled if found to have properties. Are we referring to former or current property owners and should they have a registration date during the period they own a property. What if they own more than one property. RECOMMEND DO NOT INCLUDE.

2. Paragraph 6.4 - Not a good idea. Difficult to manage and implies administering a separate waiting list. Persons have had almost 10 years to register on the WCHDDB and there is an App where they can easily apply. Can be subject to corruption.

3. Paragraph 6.5 - As at 2015 Langeberg had no catchment areas defined on the WCHDDB. Are catchment areas still to be defined or should this not be done now and included/listed in this document.

Response on comments

1. Paragraph 4.1 - Council to approve the Housing Section Policy with the removal of paragraph 4.1 second bullet that reads "Persons who previously owned property is recorded as property owners on the system in order to come into consideration for other housing programs".
2. Paragraph 6.4 - relates to quotas for groups historically not registered due to geographic isolation with emphasis on farm dwellers. It is the departments view that we remain with this section as the quotas are there to address systematic exclusion that might arise due to poor registration. See attached Circular C10/2015.
3. Paragraph 6.5 – Catchment areas to remain for future inclusions.

Documents attached to this report

1. Draft Housing Selection Policy
2. Draft housing selection policy with comments
3. Notice of Housing Selection Policy for public comment
4. Circular C10/2015

Manager: Town Planning

The comments from the public participation process are noted. The above "response on comments" is supported from a land use planning point of view.

Director: Engineering Services

I take note of the policy and related documents.

Director: Corporate Services

The contents of the report is noted.

Director: Economic, Social and Integrated Development Services

The approval of the housing policy is supported. After approval, it should be placed on the Municipal website and be part of the IDP

Director: Finances

Response to comments are hereby noted and report is supported.

Municipal Manager

The recommendation to Council is supported.

Recommendation

For Council to approve housing selection policy with the following amendments:

1. Paragraph 4.1 - Council to approve the Housing Section Policy with the removal of paragraph 4.1 second bullet that reads "Persons who previously owned property is recorded as property owners on the system in order to come into consideration for other housing programs".
2. Paragraph 6.4 - relates to quotas for groups historically not registered due to geographic isolation with emphasis on farm dwellers. It is the directorate's view that we remain with this section as the quotas are there to address systematic exclusion that might arise due to poor registration. See attached Circular C10/2015.
3. Paragraph 6.5 – Catchment areas to remain for future inclusions.

This item served before a Community Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 05 Februarie 2025

Aanbeveling / Recommendation

For Council to approve housing selection policy with the following amendments:

1. Paragraph 4.1 - Council to approve the Housing Section Policy with the removal of paragraph 4.1 second bullet that reads "Persons who previously owned property is recorded as property owners on the system in order to come into consideration for other housing programs".
2. Paragraph 6.4 - relates to quotas for groups historically not registered due to geographic isolation with emphasis on farm dwellers. It is the directorate's view that we remain with this section as the quotas are there to address systematic exclusion that might arise due to poor registration. See attached Circular C10/2015.
3. Paragraph 6.5 – Catchment areas to remain for future inclusions.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 20 Februarie 2025

Aanbeveling / Recommendation

For Council to approve housing selection policy with the following amendments:

1. Paragraph 4.1 - Council to approve the Housing Section Policy with the removal of paragraph 4.1 second bullet that reads "Persons who previously owned property is recorded as property owners on the system in order to come into consideration for other housing programs".
2. Paragraph 6.4 - relates to quotas for groups historically not registered due to geographic isolation with emphasis on farm dwellers. It is the directorate's view that we remain with this section as the quotas are there to address systematic exclusion that might arise due to poor registration. See attached Circular C10/2015.
3. Paragraph 6.5 – Catchment areas to remain for future inclusions.

NAMING OF NEW STREETS IN BOEKENHOUTSKLOOF, BONNIEVALE (15/1/12/2) (MANAGER: TOWN PLANNING)

THE RELEVANT DOCUMENTATION RELATING TO THIS REPORT IS ATTACHED AT PAGES TO ... OF THE ANNEXURES.

Purpose of report

To submit a report, for the consideration of Council, relating to the naming of thirteen streets in the residential area known as Boekenhoutskloof in Bonnievale. The following documents, as attached, relate to this report:

- Street Naming Plan marked BON-BOEKENHOUTSKLOOF-LBM-SN3 (March 2024)
- Layout Plan marked BON907&FI74/R-LBM-OP
- Minutes of Ward 4 Committee meeting held on 10 October 2024.
- Council's "Policy for Naming and Numbering of Streets" (Council Resolution No. A2926).

Background

Thirteen new streets were established as part of a housing project north of the Bonnievale CBD. The residential area is already occupied, having originated as an informal settlement which was subsequently upgraded as a Provincial housing project. ALSA's contract to upgrade this settlement is nearing completion.

The Ward 4 Committee considered this matter at its meeting held on 12 September 2024. The following names are recommended, read in conjunction with the attached plan referenced BON-BOEKENHOUTSKLOOF-LBM-SN3 (March 2024):

STREET NO. ON PLAN BON-BOEKENHOUTSKLOOF- LBM-SN3 (March 2024):	PROPOSED STREET NAME	REASON GIVEN FOR PROPOSED NAME
1	Niklaas Willemse	Names have been discussed with Ward Committee. All these persons are born in Bonnievale and have contributed to the growth and development of Bonnievale.
2	Kosie Theodore	
3	Charles Cekiso	
4	Antonie Wawini	
5	Kerneels May	
6	Martha Harris	
7	Mina Kabua	
8	Mina Kuhn	
9	David Visagie	
10	Hendrik Vollenhoven	
11	Ann Stevens	
12	Lourens Jonker	
13	Lilian Pawuli	

Comment: Manager: Town Planning

The naming of these streets is an integral part of the upgrading of Boekenhoutskloof. As outlined in Council's Policy for the Naming of Streets, Street naming and numbering is an integral part of place making and facilitates the following, in particular, for Boekenhoutskloof:

- ✓ The completion of registration of ownership of properties.
- ✓ Delivery of goods and services.
- ✓ The provision of municipal engineering services and infrastructure, and response to callouts.
- ✓ The provision of emergency and community services e.g., Ambulance, Police, SPCA.

The procedure for naming of streets, as set out in Section II of Council's "Policy for Naming and Numbering of

Streets", has been correctly followed, and input has been received from the Ward Committee.

The proposed names comply with the following rules for naming streets as set out in Section III of Council's "Policy for Naming and Numbering of Streets":

- ✓ The proposed names do not duplicate any existing names within Bonnievale.
- ✓ The proposed names are unlikely to cause confusion in terms of similar existing street names.

Council's attention is drawn to rule 14 in Section III of Council's "Policy for Naming and Numbering of Streets", and the discretion which Council may exercise in this regard, namely: *"No streets shall be named after countries or living people, except in exceptional circumstances as the Council may agree. Any proposals to name after people must be accompanied by a detailed motivation indicating why the person is worthy of the honor. In rare instances where a person's name is used, the person's name and surname must be used, as a reflection of the honor bestowed upon them"*. The Ward Committee notes that the proposed names give recognition to persons of significance to residents as these persons were born in Bonnievale and have contributed to its growth and development.

Comments: Director Engineering Services

The recommendation to Council is supported.

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

That the following street names in Boekenhoutskloof, Bonnievale be approved, as shown on the plan referenced BON-BOEKENHOUTSKLOOF-LBM-SN3 (March 2024):

1. Niklaas Willemse Street
2. Kosie Theodore Street
3. Charles Cekiso Street
4. Antonie Wawini Street
5. Kerneels May Street
6. Martha Harris Lane
7. Mina Kabua Crecent
8. Mina Kuhn Crecent
9. David Visagie Lane
10. Hendrik Vollenhoven Lane
11. Ann Stevens Crecent
12. Lourens Jonker Crecent
13. Lilian Pawuli Lane

This item served before an Engineering Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gediens op 05 Februarie 2025

Aanbeveling / Recommendation

That the following street names in Boekenhoutskloof, Bonnievale be approved, as shown on the plan referenced BON-BOEKENHOUTSKLOOF-LBM-SN3 (March 2024):

1. Niklaas Willemse Street
2. Kosie Theodore Street
3. Charles Cekiso Street
4. Antonie Wawini Street
5. Kerneels May Street
6. Martha Harris Lane
7. Mina Kabua Crecent
8. Mina Kuhn Crecent

- 9 David Visagie Lane
- 10 Hendrik Vollenhoven Lane
- 11 Ann Stevens Crecent

12 Lourens Jonker Crescent: Mr Jonker is now in his mid-80s and has contributed significantly to the development of Bonnievale, most recently in terms of the donation of land for the construction of Jakes Gerwel High School in Bonnievale.

13 Lilian Pawuli Lane: Ms Pawuli was one of the first transitional Municipal Councillors in the new democratic South Africa in the 1990s and contributed significantly in terms of the social development in Bonnievale.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025

Aanbeveling / Recommendation

That the following street names in Boekenhoutskloof, Bonnievale be approved, as shown on the plan referenced BON-BOEKENHOUTSKLOOF-LBM-SN3 (March 2024):

- 1. Niklaas Willemsse Street
- 2 Kosie Theodore Street
- 3 Charles Cekiso Street
- 4 Antonie Wawini Street
- 5 Kerneels May Street
- 6 Martha Harris Lane
- 7 Mina Kabua Crecent
- 8 Mina Kuhn Crecent
- 9 David Visagie Lane
- 10 Hendrik Vollenhoven Lane
- 11 Ann Stevens Crecent

12 Lourens Jonker Crescent: Mr Jonker is now in his mid-80s and has contributed significantly to the development of Bonnievale, most recently in terms of the donation of land for the construction of Jakes Gerwel High School in Bonnievale.

13 Lilian Pawuli Lane: Ms Pawuli was one of the first transitional Municipal Councillors in the new democratic South Africa in the 1990s and contributed significantly in terms of the social development in Bonnievale.

WATER SERVICES DEVELOPMENT PLAN (WSDP) PERFORMANCE AND AUDIT REPORT 2023/24 (CIVIL ENGINEERING SERVICES)

PURPOSE

The purpose of this report is to submit the Annual WSDP Performance and Water Services Audit Report for the Year 2023/2024 for information and approval.

The following information is included in the report:

- The Municipality's performance with regard to their KPI's for water and sewerage services for the 2023/2024 financial year, as also included in the Service Delivery Budget Implementation Plan of the Municipality.
- The Municipality's performance with regard to DWS's Blue and Green Drop assessments.
- DWS's scorecard for assessing the potential for WC/WDM efforts in the Municipality.
- Information to be included in a WSDP Performance- and Water Services Audit as stipulated in regulations under section 9 of the Water Services Act, "Guidelines for Compulsory National Standards" and also required by DWS's 2014 WSDP Performance and Water Services Audit Report guidelines.
- Information on the implementation of the various WSDP activities, as included under the WSDP Business Elements in DWS's WSDP guidelines.
- IWA Water Balance Models for each of the towns.

Attached to the report as Annexure A is the Executive Summary of the Annual WSDP Performance and Water Services Audit Report for the Year 2023/2024.

BACKGROUND

Langeberg Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act No.108 of 1997), as well as the "Regulations relating to compulsory national standards and measures to conserve water", as issued in terms of sections 9(1) and 73(1)(j) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an annual report. The WSDP for Langeberg Municipality as approved in 2020. The WSDP will be updated and finalised before December 2024.

The WSDP Performance- and Water Services Audit is designed to monitor the compliance of Langeberg Municipality with these regulations. It also assists the communities within Langeberg Municipality's Management Area and the DWS to assess how well the Municipality is performing relative to their stated intentions and their capacity. The WSDP Performance- and Water Services Audit Report can be seen as an annexure to the Municipality's Annual Report. The Annual Report is compiled as required by the Local Government Municipal Systems Act, Act no 32 of 2000 (Section 46) and the Local Government: Municipal Finance Management Act, Act no 56 of 2003 (Section 121).

Africoast Consulting Engineers (Pty) Ltd was appointed by Langeberg Municipality with TENDER 46/2022: THE PROVISION OF CONSULTING ENGINEERING SERVICES FOR THE COMPILATION OF THE WATER SERVICES AUDIT REPORT AND WATER SERVICES DEVELOPMENT PLAN (WSDP) OVER A PERIOD OF THREE (3) YEARS, ENDING 30 JUNE 2025 to assist them with the compilation of the Annual WSDP Performance and Water Services Audit Report.

Langeberg Municipality's Vulnerability Index for 2024 was indicated as 0.58 "Moderate Vulnerability". The six areas of concern evident from the 2024 assessment are Infrastructure Asset Management (50%, Extreme Vulnerability), Financial Asset Management (40.0%, Extreme Vulnerability), Operation & Maintenance of Assets (55%, High Vulnerability), Basic Sanitation (50%, Extreme Vulnerability), Technical Staff Capacity Numbers (45%, Extreme Vulnerability) and Wastewater/Environmental Safety & Regulatory Compliance (45%, Extreme Vulnerability)

The Municipal personnel is continuously exposed to training opportunities, skills development, and capacity building at a technical, operations and management level to create a more efficient overall service to the users. A Workplace Skills Plan is compiled every year and the specific training needs of the personnel, regarding water and wastewater management are determined annually.

The technical staffing capacity at the Municipality is currently a huge challenge. The current organogram of the Civil Engineering Division does not address the current needs and must be reviewed to address the shortcomings.

The Municipality is required to address the backlog in infrastructure replacement and refurbishment. Forward planning for water and sanitation services should be guided by the Water and Sewer Master Plans and the WSDP. The water and sewer master plans have to be reviewed in line with the revised SDF. An appointment has been made during October 2024 for the updating of the Water and Sewer Master Plan.

The asset renewal needs for the water infrastructure assets over the next 10 years is R1,254 million per year. The reinvestment required is R6.368 million in the first 5 years and R6.167 million in the second 5-year period. The age of 15,9% of the water infrastructure assets is greater than 20 years. The asset renewal needs for the sewerage infrastructure assets over the next 10 years is R5.7 million per year. The reinvestment required is R51.31 million in the first 5 years and R6.077 million in the second 5-year period. The age of 13.5% of the sewerage infrastructure assets is more than 20 years.

Some of the key challenges of Langeberg Municipality are to identify adequate funds for the rehabilitation and maintenance of their existing infrastructure, which is critical to ensure the sustainability of the services that are provided by the Municipality. It is important for the Municipality to secure adequate funding for major refurbishment and maintenance work, the provision of bulk infrastructure and development of additional sources for Bonnievale, Montagu, Ashton, and Robertson to keep up with the high demand for services.

Langeberg Municipality successfully completed several capital projects over the last financial year. The capital budget expenditure, for the 2023/2024 financial year, was R 3 537 896.54 for the water infrastructure projects and R 35 428 629.47 for the sewerage infrastructure projects.

A comprehensive Customer Services and Complaints system is in place at Langeberg Municipality and the Municipality has maintained a high and a very consistent level of service to its urban water consumers. After hour emergency requests are being dealt with by the Emergency and Customer Call Centre on a twenty-four-hour basis. Requests are furthermore captured on an electronic mail or works-order system to ensure execution thereof.

A detail WC/WDM Strategy was drafted for Langeberg Municipality during 2014. An updated WC/WDM Strategy was also included in the WSDP, which was approved by Council on the 1st of December 2020. The Municipality was able to keep the NRW and Water Losses at the acceptable standard of less than 20% during the last financial year. The overall NRW for all the systems for the 2023/2024 financial year was 1 382 092 MI (18.0%) and the water losses were 1 366 759 MI (17.8%).

Water Quality

Water Quality and Final Effluent Quality Compliance Monitoring Programmes, which meet the requirements of SANS241:2015 and the DWS's Blue and Green Drop sampling criteria are implemented by the Municipality.

The water quality performance indicators for all the water distribution systems in Langeberg Municipality was "Excellent" for the 2023/2024 financial year, (According to the SANS 241:2015 classification). The overall percentage compliance of the water quality samples taken over the period July to June for the last three financial years are indicated in the table below.

Overall percentage compliance of the water quality samples taken over the period July to June for the last three financial years															
Distribution System	Acute Health						Chronic Health			Aesthetic			Operational Efficiency		
	Microbiological			Chemical											
	23/24	22/23	21/22	23/24	22/23	21/22	23/24	22/23	21/22	23/24	22/23	21/22	23/24	22/23	21/22
All Systems	97.6%	95.2%	99.9%	100%	100%	99.9%	100%	100%	99.9%	98.0%	99.6%	99.9%	86.7%	91.9%	99.9%

The overall percentage compliances of the final effluent samples taken over the last three financial years are summarised in the table below.

Overall Percentage Compliance of the Final Effluent Samples Taken Over the Last Three Financial Years									
WWTW	Microbiological			Chemical			Physical		
	23/24	22/23	21/22	23/24	22/23	21/22	23/24	22/23	21/22
All WWTWs	3.1%	10.4%	25.9%	31.0%	52.8%	44.3%	14.7%	58.7%	74.5%

Due to the national shortage of chlorine gas priority is given to the chlorination with chlorine gas cylinders at the water purification plants. Alternative chlorination systems are used at the wastewater treatment works which is less effective which has an effect on the effluent quality. Continuous loadshedding also had a huge impact on the effluent quality. There is also an increase in vandalism and theft that further impact on the waste water quality. The challenges with regard to compliance in terms of Blue- and Green drop has been prioritised and advisory services has been appointed to assist the Municipality to address these challenges to improve the overall performance. It must also be stated that capital funding is required to upgrade the water and wastewater treatment works in order to improve overall performance.

Customer care

A comprehensive Performance Management System and Customer Services and Complaints system is in place at Langeberg Municipality. The SDBIP is the process plan and performance indicator / evaluation for the execution of the budget. The SDBIP is being used as a management, implementation and monitoring tool that assists and guide the Executive Mayor, Councillors, Municipal Manager, Senior Managers, and the community. The plan serves as an input to the performance agreements of the Municipal Manager and Directors. It also forms the basis for the monthly, quarterly, mid-year and the annual assessment report and performance assessments of the Municipal Manager and Directors.

The Municipality has maintained a high and consistent level of service to its urban water consumers. After hour emergency requests are being dealt with by the Emergency and Customer Call Centre on a twenty-four-hour basis. Requests are furthermore captured on an electronic mail or works-order system to ensure execution thereof. Langeberg Municipality's Client Service Charter includes the Vision and Aim of the Municipality regarding Customer Care and the Municipality's commitment.

Comments: Director Community Services

Support approval of annual WSDP and water services audit report for 2023/2024.

Comments: Director Corporate Services

The contents of the report is noted.

Comments: Director Financial Services

The content of the report is noted. It is clear that there is a need for the municipality to embark on a fund-raising initiative in order to raise the capital that is required to renew the water and sanitation services infrastructure. In certain instances the required amounts could be higher than the figures being mentioned in the report (as was the case with our roads rehabilitation project) particularly in cases where replacement and building of new assets to meet the increasing demand of services exists. This means that a current study that will go hand in hand with the implementation and sourcing of the funding must be embarked on to address this need as this speaks directly to service delivery which is the core mandate of the Municipality.

Comments: Director Economic, Social & Integrated Development

The content of the report is noted.

Comments: Director Engineering Services

The approval of the Annual WSDP Performance and Water Services Audit Report for 2023/2024 is supported.

Comments: Municipal Manager

I am of the opinion that it is remarkable what the municipality has achieved in the previous financial year with limited resources, both financial and human resources. Still, we were able to maintain a high and consistent level of services to our urban water consumers. The recommendation to Council is supported.

RECOMMENDATION

That Council approves Annual WSDP Performance and Water Services Audit Report for the Year 2023/2024.

This item served before an Engineering Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 05 Februarie 2025

Aanbeveling / Recommendation

That Council approves Annual WSDP Performance and Water Services Audit Report for the Year 2023/2024.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025

Aanbeveling / Recommendation

That Council approves Annual WSDP Performance and Water Services Audit Report for the Year 2023/2024.

PROGRESS REPORT ON RECYCLING INITIATIVE AND FUTURE EXPANSION OF RECYCLING: MANAGER SOLID WASTE MANAGEMENT

Purpose of Report

To provide information that is indicative of the status of the Langeberg Recycling initiatives and future plans.

Background

At the Finance Portfolio Committee meeting held on the 23rd of October 2024, it was requested that the Solid Waste Management department submit a progress report on Recycling Initiative and future expansion of recycling, in view of the future utilization of the Cape Winelands District Municipality (CWD) Regional Landfill Site to the Engineering Portfolio Committee.

CURRENT WASTE MINIMISATION, DIVERSION AND RECYCLING PROGRAMMES: ROBERTSON COMPOST FACILITY:

Langeberg Municipality does not provide a separation waste collection service dedicated to organic waste. The public disposes of organic and green waste fractions at the drop-off facilities, transfer stations or at the landfills. Organic waste is then separated and diverted from these waste facilities and transported to the Robertson Composting Facility.

Other organic waste disposed into the general waste stream includes grass cuttings and other smaller garden waste fractions capable of fitting into the black bags for curb side collection. Organic waste volumes generated, including all garden refuse, from the Robertson composting facility amounted to **1443 tons** from **01 July 2023 until 30 June 2024**.

The Bonnievale WDF has sufficient space to stockpile, chip and sell organic waste to the public. While clean garden waste from Ashton transfer station, Montagu transfer station and McGregor public drop-off facility are transported to the centralised Robertson Composting Facility. Organic waste volumes generated from the Bonnievale amounted to **821 tons** from 01 July 2023 until 30 June 2024.

A total of **3279 m³** of green waste has been chipped at the Robertson compost facility and McGregor drop-off facility. This enabled the Municipality to comply with the organic waste diversion target for 2024.

The draft OWDP item served before an Ordinary Meeting of Council on 28 February 2024 and the plan was approved by Council. At this stage the budget requirements cannot be determined until a feasibility study is concluded in terms of OWDP implementation.

SWOP SHOP:

The Langeberg Municipality in collaboration with Broadlake, MMA Recruitment, volunteers of the Robertson Angels, and Primary schools have officially launched a mobile Swop Shop in Robertson. This innovative project encourages learners to take the initiative to keep our area clean, environmentally healthy and save space on rapidly filling landfill sites, while earning themselves a gift incentive from the shop. Scholars enthusiastically supported the launch of this project, bringing a mountain of recyclables to school. The recyclable materials are "paid for" in coupons that can be used to purchase items like stationery, toys, and toiletries from the shop.

The items in the shop were donated by MMA Recruitment. Swop Shop collections will take place weekly, where scholars can bring recyclable waste to school during the school term. On these days, recyclable materials are collected by the Langeberg Municipal Waste Department and transported to the new Materials Recovery Facility in Ashton, to sort the materials by glass, paper, cardboard, plastic, and tin.

NEW ASHTON MATERIAL RECOVERY FACILITY (MRF):

The new Waste Material Recovery Facility (MRF) in Ashton is now operational as part of Langeberg Municipality's commitment to becoming a more sustainable and greener municipality. The MRF started from the 1st of July 2024 and serves the entire Langeberg Municipality as a public drop-off area where residents can bring all recyclable materials.

Langeberg Municipality also collects recyclables from households and businesses, which are then transported here to be sorted, baled, and sell to **WASTEWANT WASTE MANAGEMENT** for use as raw materials in the production of new products.

The sorted recyclables have a much higher value and are well accepted in the booming recycling market. The MRF has the potential to process 100 tons of recyclable material per month. The project provides temporary job opportunities to our residents registered in the unemployment database. Currently, the MRF operations are run by 26 Temporary General Workers, one Temporary Supervisor, and one Forklift Operator with the potential to employ up to 30 people once fully operational.

The Municipality entered into a contract with WASTEWANT WASTE MANAGEMENT for the **SELLING OF THE RECYCLING PRODUCTS** over a period of 3 years from the 1st of July 2024 until the 30th of June 2027 as and when needed.

SELLING OF RECYCLING MATERIALS FROM 01 JULY 2024 UNTIL 31 OCTOBER 2024:

TOTAL INCOME GENERATED = R 676 920,00

TOTAL TONNAGE = 534.12 Ton

WASTE DIVERTED FROM ASHTON WASTE DISPOSAL FACILITY:

JULY 2024 = Total Domestic / Municipal Waste Commercial & Industrial Waste received = 1139.52 Ton

$$\begin{aligned}
 \text{*Total \% recycling} &= \frac{\text{Total Recycling}}{\text{Total Recycling} + \text{Households \& Business Waste}} \times 100 \\
 &= \frac{346.45 \text{ Ton}}{346.45 \text{ Ton} + 1139.52 \text{ Ton}} \times 100 \\
 &= \frac{346.45 \text{ Ton}}{1485.97 \text{ Ton}} \times 100 \\
 &= 23 \%
 \end{aligned}$$

AUGUST 2024 = Total Domestic / Municipal Waste Commercial & Industrial Waste received = 991.92 Ton

$$\begin{aligned}
 \text{*Total \% recycling} &= \frac{\text{Total Recycling}}{\text{Total Recycling} + \text{Households \& Business Waste}} \times 100 \\
 &= \frac{470.80 \text{ Ton}}{470.80 \text{ Ton} + 991.92 \text{ Ton}} \times 100 \\
 &= \frac{470.80 \text{ Ton}}{1462.72 \text{ Ton}} \times 100 \\
 &= 32 \%
 \end{aligned}$$

SEPTEMBER 2024 = Total Domestic / Municipal Waste Commercial & Industrial Waste received = 1006.68 Ton

$$\begin{aligned}
 \text{*Total \% recycling} &= \frac{\text{Total Recycling}}{\text{Total Recycling} + \text{Households \& Business Waste}} \times 100 \\
 &= \frac{619.77 \text{ Ton}}{619.77 \text{ Ton} + 1006.68 \text{ Ton}} \times 100 \\
 &= \frac{619.77 \text{ Ton}}{1626.45 \text{ Ton}} \times 100
 \end{aligned}$$

= 38 %

CONCLUSION AND RECOMMENDATIONS:

There's a lot to be said about improving municipal recycling efforts. It helps to keep public spaces clean, eradicate pest problems, and provide measurable environmental benefits by waste diversion from landfills. It also reduces tipping costs and other expenses related to waste disposal.

Here is some of the best ways to improve recycling habits at home, schools and businesses that the municipality needs to investigate and implement.

ADDING OF RECYCLING BINS IN PUBLIC SPACES:

By adding a recycling option at the point of disposal in the parks, sidewalks, or at your transit stops. Simply placing a recycling bin next to a landfill waste bin encourages citizens to properly dispose of their recyclable waste.

COMMUNICATE, COMMUNICATE, COMMUNICATE!

The more visible and vocal the more likely residents, visitors, and businesses will perceive high rates of recycling and up their participation. The municipality should get in the habit of publicising program changes and highlighting top-notch recyclers. Encourage residents to set out recycling bags if they are full. Part of the communication includes reminding residents to never let recyclables enter the trash. Share metrics of success (amount of recycling month to month, year to date, diversion from landfills, etc.), explain the benefits of recycling, share details about the recycling supply chain.

EDUCATE COMMUNITIES:

The municipality need to use social media and our website dashboard to promote recycling programs and increase participation, share valuable information with residents and businesses about acceptable recyclable materials.

FOCUSSING ON SCHOOLS:

Our youngest citizens are often the strongest change agents. Laying the grounds at an early age will encourage recycling behavior regardless of location.

ORGANIC WASTE DIVERSION PLAN:

The municipality must conduct a feasibility study in terms of OWDP implementation. The outcome of such a study will inform the budget requirements. This initial OWDP compiled for the LLM needs to be updated once the financial viability has been finalised to reflect the various suggested feasibilities and communication strategies required to formalise this plan and start implementation.

EXPANSION OF SWOP SHOP PROJECT:

The goal is to expand the project to more schools in high-littering areas on a dedicated day of the week. On these days, recyclable materials are collected by the Langeberg Municipal Waste Department and transported to the new Materials Recovery Facility in Ashton, to sort the materials by glass, paper, cardboard, plastic, and tin.

INTEGRATION OF WASTE PICKERS:

Waste picker – Someone who collects re-usable and recyclable materials from residential and commercial waste bins, landfill sites and open spaces in order to revalue them and generate an income.

Waste picker integration – The creation of a formally planned recycling system that values and improves the present role of waste pickers, builds on the strengths of their existing system for collecting.

Comments: Director Community Services

Taking note of the content of report.

Comments: Director Corporate Services

The report refers to income of R 676 920.00 generated from 1 July till 31 October 2024, but is silent on the operating costs.

Comments: Director Financial Services

The progress report on waste management initiatives is hereby noted.

Comments: Director Economic, Social & Integrated Development

The initiatives proposed by the Manager Solid Waste is supported. If communications unit will be able to assist with the public awareness via social media platforms subject to the information being made available in advance.

Comments: Director Engineering Services

Recycling of waste is a valuable and important activity with numerous benefits, especially considering the future involvement and cost related to the regional landfill actions. The initiatives are supported and further consideration of products from waste and creation of job opportunities are encouraged.

Comments: Municipal Manager

The continuous growing in success of the Municipal Waste Recycling initiative is most commendable and appreciated, especially in the light of our attempts to decrease the weight of our waste that has to be transported and dumped at the Regional Solid Waste facility of the district in Worcester, with effect from July 2025. A lesser waste stream will decrease transportation costs as well as dumping fees. The recommendation to Council is supported.

Recommendation

That Council takes note of the Report.

This item served before an Engineering Services Portfolio Committee on 05 February 2025
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 05 Februarie 2025
Aanbeveling / Recommendation

That Council takes note of the report.

This item served before the Executive Mayoral Committee on 20 February 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025
Aanbeveling / Recommendation

1. That Council takes note of the report.
2. That a quarterly report be submitted to the Mayoral Committee regarding the recycling and the income generated.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2024 : DIRECTORATE:
CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for October 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for October 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2024 : DIRECTORATE
ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include as a note to the annual financial statements.*

The Report on Deviations for October 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gediën op 05 Februarie 2025
Recommendation / Aanbeveling

1. That the contents of the report on deviations from the procurement processes is noted.
2. That the Director: Engineering Services provide formal feedback to MPAC on the matters as pointed out by Cllr T Coetzee.

COUNCIL APPROVAL: TO SUBMIT THE HUMAN SETTLEMENT PLAN FOR APPROVAL (17/5/1) (DIRECTOR COMMUNITY SERVICES)

Purpose

Council to approve human settlements plan.

Background

Urban Econ were appointed as service provider to review and update the municipal housing plan. On 6 February 2024 the housing department had an introductory meeting with the service provider that resulted in an inception report attached hereto. To define scope, project deliverable and outcomes. On 10 April 2024 Urban-Econ were introduced to the portfolio committee for community services where the inception report was presented.

During the week of 20-24 May survey data was collected and analysed and the key results of which have been written into the plan to inform the priorities thereof. Workshop made up of four sessions was held with the key stakeholders (Housing, Town Planning, Engineering, IDP and LED). Draft plan were presented to the community services portfolio committee and councillors on 6 November 2024.

This item served before an Ordinary Meeting of Council on 04 December 2024

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 04 Desember 2024

Eenparig Besluit / Unanimously Resolved

The draft Human Settlement Plan be first workshopped with all Councillors, after which it be circulated for public participation.

On 12 November 2024 the plan was advertised for public comments as it was workshopped with councillors on 6 November 2024. The deadline for public comments was 18 December 2024, but no comments were received.

The process outlined the completion of several critical steps in updating the municipal housing plan, including community and stakeholder engagement. Following the public participation phase with no comments received from the public.

Comments

Only comment received internally from town planning.

"Given that one of the biggest challenges identified is the rapid uncontrolled growth of informal settlements, the HSP needs to provide guidance to the Municipality as to how to prevent such unlawful occupation of land, and how the Municipality should respond to unlawful occupation of land (both in general terms, and with reference to the specific informal settlements already in existence in the Langeberg Municipal area)."

Response

Proposal were included in the plan. Please refer to pages 161 and 162.

Documents attached to this report

1. Proof of Advertisement
2. Draft Human Settlement Plan
3. Council minutes **A4820**
4. Presentation to Council dated 6 November 2024

Recommendation

1. For council to approve Draft Housing Plan

This item served before a Community Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Gemeenskapsdienste Portefeulie Komitee gediens op 05 Februarie 2025

Aanbeveling / Recommendation

For Council to approve the Human Settlement Plan.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 20 Februarie 2025

Aanbeveling / Recommendation

For Council to approve the Human Settlement Plan.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE:
CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for December 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for December 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for December 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE
ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include as a note to the annual financial statements.*

The Report on Deviations for December 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2024 : DIRECTORATE
FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include as a note to the annual financial statements.*

The Report on Deviations for December 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

DONATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the report:

To submit a report to the Council on the donations for the 2024/2025 Grant-in-Aid funds payments and to request permission to allocate a further R1500 per organization.

Background:

As per the approved Council resolution:

1. Applications that did not comply with the Grant in Aid Policy, not be considered.
2. The compliant **68** applications received a donation of: 68 X R 8800.00 = R 598 400.00
From the vote allocation: **R 600 000.00**
3. Animal Welfare allocation: R 728 423

Name of organisation	Allocation 2023/24 - 24/25	The town area of operation	Main Activities
SPCA	R 460 000.00	Ashton & Robertson	Animal care including kennels
Animal Matter	R 80 000.00	Montagu & Zolani	Animal care no kennels
Friends of care	R 80 000.00	McGregor	Animal care no kennels
John Moore	R 80 000.00	Robertson & Nkqubela	Animal care no kennels

4. Tourism Local Associations will receive an amount of R 1872 000.00 and this amount will be divided as follows:
Montagu/ Ashton Local Tourism Association : R 468 000.00
Robertson Local Tourism Association : R 468 000.00
McGregor Local Tourism Association : R 468 000.00
Bonnievale Local Tourism Association : R 468 000.00
5. That a service level agreement be signed by the authorized representative of the organization with the Langeberg Municipality.
6. That where an organization cannot provide banking details, no funds will be transferred as a grant.

Further Comments from Manager LED

7. The payments were made as follows:

Organisations:

	<u>Organisation</u>	<u>Amount awarded</u>	<u>Administrative Comments:</u>
	WARD 1		
1.	Robertson Bejaarde Club	R 8800.00	Payment received by approved organization.

2.	Robertson Museum	R 8800.00	Payment received by approved organization.
3.	Robertson Neighbourhood Watch	R 8800.00	Payment received by approved organization.
4.	Langeberg Hope for Hunger	R 8800.00	Payment received by approved organization.
5.	Brighten Lives	R 8800.00	Payment received by approved organization.
6.	Vrolike Vinkies	R 8800.00	Payment received by approved organization.
7.	ACVV Tripple-Toontjies	R 8800.00	Payment received by approved organization.
8.	Bright Stars	R 8800.00	Payment received by approved organization.
	WARD 2		
9.	Zanoxolo Gospel Singers	R 8800.00	Payment received by approved organization.
10.	Siyakhuthaza Educare & Aftercare Centre	R 8800.00	Payment received by approved organization.
11.	Young Chiefs FC	R 8800.00	Payment received by approved organization.
12.	Avuya Educare and Aftercare	R 8800.00	Payment received by approved organization.
13.	Siyakha Educare	R 8800.00	Payment received by approved organization.
14.	Peacemakers FC	R 8800.00	Payment received by approved organization.
15.	Sunshine Stars Crèche	R 8800.00	Payment received by approved organization.
16.	Phumelela Edu+After Care	R 8800.00	Payment received by approved organization.
17.	Little Stars Daycare	R 8800.00	Payment received by approved organization.
18.	Lihle Edu Care	R 8800.00	Payment received by approved organization.
	WARD 3		

19.	Giving Hope Foundation	R 8800.00	Payment received by approved organization.
20.	Kiddies Paradise Dagsorg	R 8800.00	Payment received by approved organization.
21.	St. Blues Kersfees Koor	R 8800.00	Payment received by approved organization.
22.	Robertson Community Brass Band	R 8800.00	Payment received by approved organization.
23.	Robertson Old St. Blues	R 8800.00	Payment received by approved organization.
24.	Superstars Krieket Klub	R 8800.00	Payment received by approved organization.
25.	Titans Domino Club	R 8800.00	Payment received by approved organization.
26.	Ketso Playground	R 8800.00	Payment received by approved organization.
	WARD 4		
27.	New Breed Empowerment	R 8800.00	Payment received by approved organization.
28.	Roxy Foundation	R 8800.00	Payment received by approved organization.
29.	Promised Land Educare	R 8800.00	Payment received by approved organization.
30.	Rural Information Development	R 8800.00	Payment received by approved organization.
	WARD 5		
31.	The Breede Centre	R 8800.00	Payment received by approved organization.
32.	McGregor Rugby Klub	R 8800.00	Payment received by approved organization.
	WARD 6		
33.	Rangers De Hoop RVK	R 8800.00	Payment received by approved organization.
34.	Rooiberg United RVK	R 8800.00	Payment received by approved organization.

	WARD 7		
35.	TLRGO	R 8800.00	Payment received by approved organization.
36.	Montagu Villagers RVK	R 8800.00	Payment received by approved organization.
37.	Springroses Dienssentrum	R 8800.00	Payment received by approved organization.
38.	Montagu Museum	R 8800.00	Payment received by approved organization.
	WARD 8		
39.	Jane Phillips Trust	R 8800.00	Payment received by approved organization.
	WARD 9		
40.	Ashton Atletiek Klub	R 8800.00	Payment received by approved organization.
41.	Vipers Social Rugby Club	R 8800.00	Payment received by approved organization.
42.	Mimosa Football Club	R 8800.00	Payment received by approved organization.
43.	Breerivier Wynland Landelike Ontwikkelings	R 8800.00	Payment received by approved organization.
44.	Mustang Krieket Klub	R 8800.00	Payment received by approved organization.
45.	Jaguars Domino Klub	R 8800.00	Payment received by approved organization.
46.	Ashton School of Dancing	R 8800.00	Payment received by approved organization.
47.	Ashton in Action	R 8800.00	Payment received by approved organization.
	WARD 10		
48.	Thandanani Service Centre	R 8800.00	Payment received by approved organization.
49.	Lingelihle Old Age Home	R 8800.00	Payment received by approved organization.
	WARD 11		

50.	Excelsior Dominoes Klub	R 8800.00	Payment received by approved organization.
51.	Arabella Domino Club	R 8800.00	Payment received by approved organization.

Animal Welfare Organisations:

	<u>Organisation</u>	<u>Amount awarded</u>	<u>Administrative Comments:</u>
1.	SPCA	R 460 000.00	Payment received by approved organization.
2.	Animal Matter	R 80 000.00	Payment received by approved organization.
3.	Friends of care	R 80 000.00	Payment received by approved organization.
4.	John Moore	R 80 000.00	Payment received by approved organization.

Tourism Local Associations:

	<u>Organisation</u>	<u>Amount awarded</u>	<u>Administrative Comments:</u>
1.	Montagu/ Ashton Local Tourism Association	R 468 000.00	Payment received by approved organization.
2.	Robertson Local Tourism Association	R 468 000.00	Payment received by approved organization.
3.	McGregor Local Tourism Association	R 468 000.00	Payment received by approved organization.
4.	Bonnievale Local Tourism Association	R 468 000.00	Payment received by approved organization.

8. The school funds will be paid out in January 2025 with an amount of R 10 500.00 each. Five schools were approved for the Grant-in-Aid donations.

	<u>Organisation</u>	<u>Amount awarded:</u>	<u>Administrative Comments</u>
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1.	Robertson Logos Christian School	R 10 500.00	School funds will be paid out in January 2025. Waiting on proof of banking details.
2.	Hoërskool Robertson	R 10 500.00	School funds will be paid out in January 2025. Waiting on proof of banking details.
3.	Hoërskool Montagu	R 10 500.00	School funds will be paid out in January 2025. Waiting on proof of banking details.
4.	Hoërskool Bonnievale	R 10 500.00	School funds will be paid out in January 2025. Waiting on proof of banking details.
5.	Jakes Gerwel Tegnies	R 10 500.00	School funds will be paid out in January 2025. Waiting on proof of banking details.

9. There is still 1 outstanding service level agreement to be signed and 2 outstanding banking details

Organisations:

	<u>Organisation</u>	<u>Amount awarded</u>	<u>Administrative Comments</u>
	WARD 1:		
1.	Morêson Voedingskema	R 8800.00	The organization's bank account was a personal bank account and not under the organization.
	WARD 10		
2.	Boland Chambers Choir	R 8800.00	No response from the organization. Contact number is on voicemail and no response on emails.

Out of the approved applications, four were funded from the Tourism Vote, and four were funded from the Community Services Vote for animal welfare. The remaining applications were financed through the Grant-in-Aid funding, which has left additional funds available. The request is for the Council to consider making a further payment of R1500.00 to the organizations that applied for Grant-in-Aid.

Recommendation:

That Council approves the additional payment of R 1500.00 to the organization that applied to Grant in Aid.

This item served before the Strategy & Social Development Portfolio Committee on 05 February 2025
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 05 Februarie 2025
Aanbeveling / Recommendation

That Council approves the additional top up payment of R1500.00, per applicant, to the organizations that successfully applied to receive the Grant in Aid.

This item served before the Executive Mayoral Committee on 20 February 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025
Aanbeveling / Recommendation

1. That Council approves the additional top up payment of R1000.00, per applicant, to the organizations that successfully applied to receive the Grant in Aid.
2. That Council approves the payment of R30 000 to the "Robertson Bejaarde Klub", once they submit proof that they are a registered NPO, to assist them recover items lost in the fire.
3. That the "Robertson Bejaarde Klub" submit proof of expenditure of the funds.

HALF YEARLY PRESENTATIONS BY THE LOCAL TOURISM ASSOCIATIONS (12/2/3/3) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the Report:

To submit a report to Council regarding the half yearly presentations by the Local Tourism Associations.

Background:

1. The following funding has been made available for the 2024 / 2025 financial year:

Montagu/ Ashton Local Tourism Association	: R 468 000.00
Robertson Local Tourism Association	: R 468 000.00
McGregor Local Tourism Association	: R 468 000.00
Bonnievale Local Tourism Association	: R 468 000.00

2. The transfer of funds was completed and the Local Tourism Associations (LTA's) were required to do a presentation to Council based on the application and projects that they listed to be implemented.

The following conditions were listed as Key Performance Indicators (KPI's) applicable to the Local Tourism Associations in the Service Level Agreement signed between the Municipality and the Local Tourism Offices:

Key performance indicator (KPI definition)	Required Information
Report monthly by the 10 th day of each month to the Municipality with the prescribed template provided (including reporting on the 2 nd economy).	Proof of monthly report submitted to the Municipality.
Report quarterly to Council by the Chairperson/ Tourism Manager of the LTA.	Quarterly presentation presented to the Economic, Social and Integrated Development Services Portfolio Committee.
Assist the Municipality with Events Management Applications.	Proof of Events Application submitted to Municipality.
Include accurate, verifiable, visitor figures to the LTA office, in the Monthly Report.	Monthly report with visitors figures to the LTA office.
Include accurate, verifiable, visitor figures to three tourist attractions, in the Monthly Report.	Monthly report with visitor figures to three tourism attractions.
Submit audited Financial Statements of the Local Tourism Association to the Municipality by the 30 th of September.	Proof of submitting audited Financial Statements.
Include Municipal logo on all brochures, information leaflets, maps and other marketing material.	Branded brochures, information leaflets, maps and other marketing material.
Submit an accurate events calendar by the 30 th of September.	Proof of submitting Events calendar by September.
Submit a list of tourism initiatives in the previously disadvantaged Communities, as part of the monthly report.	Verified list of tourism initiatives in the previously disadvantaged Communities.
Include the list of LTA committee members in the monthly report.	Monthly report with list of LTA committee members.

The presentation to the Economic, Social and Integrated Development Services Portfolio Committee will concentrate on the following:

1. Submit an accurate and verifiable list of projects in the rolled out to promote tourism in the different towns.
2. Include a list of Local Tourism Associations Committee members.

Recommendations

That the Economic, Social and Integrated Development Services Portfolio Committee note and recommend to Council the approval of the content of the various Local Tourism Associations performance reporting for the first half of the 2024/2025 financial year.

This item served before the Strategy & Social Development Portfolio Committee on 05 February 2025
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 05 Februarie 2025
Aanbeveling / Recommendation

That the Economic, Social and Integrated Development Services Portfolio Committee note and recommend to Council the approval of the content of the various Local Tourism Associations performance reporting for the first half of the 2024/2025 financial year.

This item served before the Executive Mayoral Committee on 20 February 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025
Aanbeveling / Recommendation

That the Economic, Social and Integrated Development Services Portfolio Committee note and recommend to Council the approval of the content of the various Local Tourism Associations performance reporting for the first half of the 2024/2025 financial year.

QUARTERLY REPORT: BUILDING PLANS SUBMITTED: OCTOBER 2024 – DECEMBER 2024 (9/2/1/5)
(MANAGER: TOWN PLANNING)

PURPOSE OF REPORT

The purpose of this report is to inform the Council about the current & approved building plans in terms of the National Building Regulations and Building Standards Act, Act 103 of 1977, as amended.

Background

The Engineering Portfolio Committee requested that a quarterly report be submitted regarding approved building plans. This information is a summary from the building plan register for October to December 2024 and covers Robertson, McGregor, Bonnievale, Ashton, Montagu, and surrounding rural areas.

Comments

Building plan applications are submitted to the Building Control Offices, after which the relevant Departments and Heritage Committees provide comments on the respective applications at weekly meetings held in Montagu & Robertson.

The building plan applications approved during the period of October / November / December 2024 are set out in the attached Annexure A (extract from full building plan register).

The bulk of the construction work is currently being undertaken in Robertson for Additions & Alterations to existing dwellings. Other than residential developments, plans have been lodged for: Signage to Petrol Stations, Alterations to existing shops, Shops and shop layouts, Offices, Plant Rooms, Treatment Plant, Guard houses, Sheds, Cellar Additions, Pack Stores and Surfacing for future padel courts. The type of building work is grouped in accordance with the occupancy / building classifications as set out in Table 1 of the National Building Regulations and Building Standards Act.

The total floor area of submitted building plans and approximate capital spend at approximately R15 000 per sq m. is summarised in the following table:

Town	M ² of new Building Work	Approximate cost of construction work ±R 15 000 p/m ²
Robertson	6981.10 m ²	R 104 716 500.00
McGregor	635.99 m ²	R9 539 850.00
Bonnievale	601 m ²	R9 015 000.00
Ashton/Zolani	676.3 m ²	R10 144 500.00
Montagu	5020.85 m ²	R75 312 750.00
TOTAL	13 915.24 m²	R208 728 600.00

FURTHER STATISTICS ATTACHED AT ANNEXURE A

Comments: Director Community Services

Take cognisance of the report.

Comments: Director Corporate Services

Contents of the report is noted.

Comments: Acting Director Financial Services (CFO)

Take note of the report.

Comments: Director Economic, Social & Integrated Development

The content of the report is noted.

Comments: Director Engineering Services

Noted with appreciation.

Comments: Municipal Manager

The content of the report is noted with sincere appreciation and the recommendation supported.

RECOMMENDATION

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 October 2024 – 31 December 2024.

This item served before an Engineering Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gediens op 05 Februarie 2025

Aanbeveling / Recommendation

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 October 2024 – 31 December 2024.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 20 Februarie 2025

Aanbeveling / Recommendation

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 October 2024 – 31 December 2024.

PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY FOR OCTOBER – DECEMBER 2024 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)

PURPOSE

To update Council of developments on the Langeberg municipal housing pipeline.

BACKGROUND

Previous Council approved a housing pipeline for the 2016–2021 Integrated Development Plan (IDP) term and beyond, to guide planning and implementation in collaboration with the Department of Human Settlements in the Province of the Western Cape. ASLA Construction (Pty) Ltd was appointed as the implementing agent for the projects listed in the housing pipeline.

Due to restrictions on funds from the Department of Human Settlements, project readiness, and the provision of bulk services, the priority of the housing projects on the current pipeline may be adapted.

Changes to Memorandum of Agreement:

- On 19 January 2012, a Memorandum of Agreement (MOA) was entered into between Langeberg Municipality and ASLA Construction (Pty) Ltd.
- On 19 May 2021, the Executive Mayoral Committee reviewed changes to this MOA.
- It was unanimously resolved that the Council note the changes to the MOA and mandate Municipal Manager Mr. ASA De Klerk to enter into a new MOA with ASLA as per the approved changes.
- Additionally, a Service Level Agreement (SLA) will be concluded with ASLA for the implementation of bulk infrastructure for Mandela Square and Boekenhoutskloof based on available funding through the Water Services Infrastructure Grant (WSIG).

Progress Report on Human Settlements Projects:

- A progress report on allocated human settlements projects within Langeberg Municipality for March/May 2021 was presented.
- The Community Services Portfolio Committee reviewed the report on 9 June 2021 and recommended that the Mayoral Committee take cognizance of the current progress and project readiness without submitting it to the Council.
- This recommendation was reiterated during the Executive Mayoral Committee meeting on 15 June 2021 and an Ordinary Meeting of Council on 22 June 2021, where it was unanimously resolved that the Mayoral Committee only take cognizance of the report.

PROGRESS ON THE IMPLEMENTATION PLAN

PROJECT READINESS: PROJECTS

IMPLEMENTATION PLAN OF LANGEBERG PROJECTS	PROGRAMME	2023/2024		COMMENTS
		SITES SERVICE D	HOUSE S BUILT	
McGregor	IRDP		10	• Ten Subsidy applications has been submitted to the Department of Infrastructure of which 8 has been approved and 2 still pending.

McGregor informal settlement	UISP			Project has been listed as part of ASLAS's scope.
Bonnievale Boekenhoutskloof (224)	UISP	574		Expected finishing date February 2025
Montagu Mandela Square (173)	UISP	148		- DEADP respond on the Notice of intent to develop Mandela Square has resulted in no 24 G fine as settlement originated in 1995 prior to the promulgation of the Environmental Impact Assessment Regulations. Therefore, a basic assessment process needs to be followed. - The housing department requested that funding for planning be put on the Business plan for 2024/25 financial year. - Council approved super blocking concept for shared services. - Project Feasibility Report submitted to the Department of Infrastructure end of June.
Bonnievale Uitsig (68)	IRDP: TOPS		58	- Council prioritised 31 qualifying applicants from Uitsig and the rest from Bonnievale waiting list. - Currently no formal street layout. Project Initiation Document to be completed and submitted to the Department. - Project included as part of ASLA's scope.
Bonnievale Uitsig	10 Flips units			Project included as part of ASLA's scope.
Montagu Strydom Street (14)	IRDP: TOPS			- Project will entail the demolition of existing structures and the redevelopment of 14 new structures. - The current site will not be able to accommodate 14 BNG structures. - The housing section with Town planning has identified a possible site within a 2km radius of Strydom Street. - Project has been listed as part ASLA's scope.
Robertson Heights	IRDP: TOPS			- PIRR submitted, however LUPA approval has expired. Investigating possible extension on the approval. - Court interdict has been granted on the site. Department underway of placing noticeboards and demarcating the area.
Title Deed Restoration Programme			713	50 Transfer has been completed by Sethosa - Scaif Units has been approved by council to proceed with transfers.

IMPLEMENTING AGENT

This item served before an Ordinary Meeting of Council on 31 July 2024

Eenparig Besluit / Unanimously Resolved

1. Council authorises the Municipal Manager to sign the contract on behalf of the municipality.
2. That it be noted that the correct MFMA processes were followed.
3. That Council approve the contract term of 10 years.
4. Comments from National Treasury be incorporated within the draft contract

Project Name/Description	Housing Program	Approximate Number of Stands/ Units	Town/Suburb	Erf Number
Montagu Kinga River	IRDP	500	Montagu	937
Robertson North	UISP/ IRDP		Robertson	
Cogmansdooi Informal Settlement	UISP/IRDP		Ashlon	
Zolani Informal settlement	UISP/IRDP		Ashlon	
Bonneville Uitso/ Boekenhoutskloof (68) IRDP	IRDP	68	Bonneville	Ptn 1, 2, 4 & 5 / 695
Ptn 1, 2, 4 & 5 / 695 Swellendam				
ISSP McGregor Remainder Erf 397 (30) UISP	UISP	30	Mc Gregor	397
Strydom Straat Erven 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2394 & 2395 Montagu	IRDP/EHP	14	Montagu	2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2394 & 2395 Remainder Erf 1

Asla Construction (PTY) Ltd has been the successful bidder to act as implementing agent for the above projects.

HUMAN SETTLEMENT PLAN

This item served before an Ordinary Meeting of Council on 04 December 2024

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 04 Desember 2024

Eenparig Besluit / Unanimously Resolved

The draft Human Settlement Plan be first workshopped with all Councillors, after which it be circulated for public participation.

RECOMMENDATION

That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.

This item served before a Community Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 05 Februarie 2025

Aanbeveling / Recommendation

That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025

Aanbeveling / Recommendation

That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.

NOTICE OF MOTION – MOUNTAIN VIEW INFORMAL SETTLEMENT – MONTAGU (3/2/1/1) – DIRECTOR COMMUNITY SERVICES

PURPOSE

To submit report on the feasibility of providing basic services at Mountain View informal settlement, Montagu

BACKGROUND

Mountain View informal settlement situated at has been established during the recent previous years by a group of local residents who demand housing opportunity. Settlement has no services. Some structures are on private land and other on municipal land.

A4830 NOTICE OF MOTION – MOUNTAIN VIEW INFORMAL SETTLEMENT – MONTAGU

Cllr Baartman tabled his motion, which was seconded by Cllr Januarie. The Municipal Manager stated that the motion is noted and will be referred to the relevant Portfolio Committee.

This item served before an Ordinary Meeting of Council on 04 December 2024
Hierdie item het gediens voor 'n Gewone Vergadering van die Raad op 04 Desember 2024
Eenparig Besluit / Unanimously Resolved

1. That Council notes the content of the motion.
2. That the motion be referred to the relevant Portfolio Committee meeting in February 2025 to be dealt with.

A meeting held 24 January 2025 with ASLA project manager to determine the feasibility for provision of basic services at Mountain view and all other settlements in Langeberg where there are no services.

It was determined that provision of services at current site will require water pump station in order to carry water up the settlement. No budget has been catered for in this regard as it constitutes capital project provision.

positioning of the settlement does not seem possible for in situ upgrading (provide services on existing site), a detailed study has to be done subject to principal approval by department of human settlement funding the investigation of feasibility.

A preliminary view indicates there's no linked services for provision of services at the current site of Mountain View. Provision of bulk services such as water and electrical infrastructure may not meet the requirements of housing subsidies by department of human settlement and electrical connection by department of energy for supply of electricity.

Reviewed human settlement plan submitted for public participation does propose inclusion of Mountain View residents as part of Kingna river project due to not suitable for urban expansion.

RECOMMENDATIONS

Council to consider the inclusion of Mountain View on the list of potential beneficiaries on Kingna river project for which municipal appointed housing implementing agent (ASLA) are tasked to submit for IRDP (Integrated residential development project) and a portion for provision of serviced sites.

This item served before a Community Services Portfolio Committee on 05 February 2025

Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 05 Februarie 2025

Aanbeveling / Recommendation

1. That the recommendation of the report be withdrawn.
2. That the Mayoral Committee create a new recommendation to Council.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025

Aanbeveling / Recommendation

That the matter be submitted to the Ward Committee for consideration and deliberation for possible inclusion in the IDP.

**DÉVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2024 : DIRECTORATE:
CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for November 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for November 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2024 : DIRECTORATE
ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include as a note to the annual financial statements.*

The Report on Deviations for November 2024 **is attached to this report.**

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

This item served before the Municipal Public Accounts Committee (MPAC) on 05 February 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 05 Februarie 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

MULTI PARTY WOMEN'S COMMITTEE (SECTION 79 COMMITTEE) (10/3/2) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council a report on the establishment of a Multi Party Women's Commission (Section 79, Committee).

Background

Council at its meeting of 4 December 2024 under item A 4821, Programme of Dates for meetings 2025 — Section 79 Committee, Section 80 Committees, Executive Mayoral Committee and Council, January to December 2025 resolved as follow:

1. That the
2.
3.
4. *Provision be made for quarterly meeting of the Multi Party Women's Commission (Section 79 Committee) as per the requirement from SALGA, in the annual schedule.*

Comments

Section 79 of the Local Government Municipal Structures Act. 1998, Act 117 of 1998 stipulates as follow:

- "79. Establishment.-** (1) *A municipal council may-*
- (a) *establish one or more committees necessary for the effective and efficient performance of any of its functions or the exercise of any of its powers;*
 - (b) *appoint the members of such a committee from among its members; and*
 - (c) *dissolve a committee at any time.*
- (2) *The municipal council-*
- (a) *must determine the functions of a committee;*
 - (b) *may delegate duties and powers to it in terms of section 32;*
 - (c) *must appoint the chairperson;*
 - (d) *may authorise a committee to co-opt advisory members who are not members of the council within the limits determined by the council;*
 - (e) *may remove a member of a committee at any time; and*
 - (f) *may determine a committee's procedure."*

Attached to this report as Annexure A is the proposed terms of reference for the Multi Party Women's Committee (Sect. 79 Committee).

Council therefor has to consider and approve the establishment of a Sect 79, Committee, the Multi Party Women's Committee.

Council must consider and approve the Terms of Reference for this Committee.

Lastly Council has to appoint the members of the Multi Party Women's Committee and to appoint the Chairperson of the Committee .

Comments: Director Economic, Social and Integrated Development Services

Supports the recommendation.

Comments: Director Community Services

Establishment of the multi-party women's committee supported.

Comments: Director Engineering Services

No comments received.

Comments: Acting Director Financial Services (CFO)

Report is supported.

Comments: Municipal Manager

The recommendation to Council is supported. It is recommended that all women councillors be appointed as members of this Section 79 Committee.

Recommendation

1. That Council approve the establishment of a Section 79 Committee, the Multi Party Women's Committee.
2. That the terms of reference for this Committee as attached to the report be approved.
3. Council appoint the Members of the Section 79 Committee.
4. Council appoint the Chairperson of the Committee.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 20 Februarie 2025

Aanbeveling / Recommendation

That the report be referred to Council for consideration.

PERFORMANCE INDICATORS TO BE AMENDED – TOP-LEVEL SDBIP (2024 / 2025)
(DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the Report

To submit a report to the Council to consider the amendment of KPIs to the 2024 / 2025 Top Level SDBIP (Service Delivery Budget Implementation Plan).

Background

The mid-year performance assessment report was compiled, submitted to Council for consideration and approved with Council Resolution A4838 on 23rd January 2025. The adjustment budget was compiled and submitted to the Council on for consideration.

Legal Framework

Section 28 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

Municipal adjustments budgets

- 28.** (1) A municipality may revise an approved annual budget through an adjustments budget.
- (2) An adjustments budget —
- (a) must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the budget year.
 - (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.
 - (c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality.
 - (d) may authorise the utilisation of projected savings in one vote towards spending under another vote.
 - (e) may authorise the spending of funds that were unspent at the end of the financial year preceding the budget year, where the under-spending could not reasonably have been foreseen at the time when the annual budget for the budget year was approved by the council.
 - (f) may correct any errors in the annual budget; and
 - (g) may provide for any other expenditure within a prescribed framework.

S54 "Budgetary Control and early identification of financial problems"

On receipt of a statement or report submitted by the Accounting Officer of the municipality in terms of S71 and 72 the mayor must: -

- (a) Consider the report.
- (b) Check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan.
- (c) **Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget.**
- (d) Issue any appropriate instructions to the accounting officer to ensure-
 - (i) That the budget is implemented in accordance with the service delivery and budget implementation plan; and
 - (ii) That spending of funds and revenue collection proceed in accordance with the budget.

Section 72 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

- (1) The accounting officer of a municipality must by 25 January of each year-
 - (a) assess the performance of the municipality during the first half of the financial year, taking into account-
 - (i) the monthly statements referred to in section 71 for the first half of the financial year:
 - (ii) the municipality's service delivery performance during the first half of the financial year. and the service delivery targets and performance indicators set in the service delivery and budget implementation plan:**
 - (iii) the past year's annual report, and progress on resolving problems identified in the annual report; and
 - (iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities; and
 - (b) submit a report on such assessment to-
 - (i) the mayor of the municipality.
 - (ii) the National Treasury; and
 - (iii) the relevant provincial treasury.
- (2) The statement referred to in section 71(1) for the sixth month of a financial year may be incorporated into the report referred to in subsection (1)(b) of this section.
- (3) The accounting officer must, as part of the review-
 - (a) make recommendations as to whether an adjustments budget is necessary: and
 - (b) recommend revised projections for revenue and expenditure to the extent that this may be necessary.

Comments

The 2024/25 TOP LAYER SDBIP was approved by the Executive Mayor on 07th June 2024.

The Key Performance Indicators be amended following the outcomes of the mid-year assessment report and changes made in the Adjustment Budget, please see the amended TL SDBIP for 2024/2025.

Recommendation

That Council approves the proposed amendments of the TL KPI's as encapsulated in the amended 2024/2025 Top layer SDBIP

This item served before the Finance Portfolio Committee on 19 February 2025

Hierdie item het gediens voor die Finansiële Portefeuljekomitee op 19 Februarie 2025

Recommendation / Aanbeveling

That Council approves the proposed amendments of the TL KPI's as encapsulated in the amended 2024/2025 Top layer SDBIP.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 20 Februarie 2025

Aanbeveling / Recommendation

That Council approves the proposed amendments of the TL KPI's as encapsulated in the amended 2024/2025 Top layer SDBIP.

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – JANUARY 2025 (9/2/1/3) (CHIEF FINANCIAL OFFICER)

Purpose of report

To submit a report in terms of the Monthly Budget Statement of the Local Government: Municipal Finance Management Act, 2003 to Council for information.

Comments

The report, as submitted to the Executive Mayor, National Treasury and Provincial Treasury, **is attached to this report.**

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

This item served before the Finance Portfolio Committee on 19 February 2025
Hierdie item het gedien voor die Finansies Portefeulie Komitee op 19 Februarie 2025
Recommendation / Aanbeveling

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

This item served before the Executive Mayoral Committee on 20 February 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025
Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

PROVISION OF STUDY ASSISTANCE TO COUNCILLORS (3/3/4) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council a report on the provision of study assistance to Councillors following the urgent motion of Ald C Grootboom.

Background

At the Council meeting of 4 December 2024, the following was submitted as an urgent motion by Ald C Grootboom:

URGENT MOTION – ALD GROOTBOOM

12. Oorweging van Dringende Mosies / Consideration of Urgent Motions

Ald Grootboom stated that the timeframe for him to submit this matter as a normal motion was too short and therefore he submits it now as an urgent motion. He stated that the motion was regarding the capacity building of councillors as part of the government gazette pertaining to the upper limits of councillors that was gazetted 17 October 2024. He read the relevant portions relating to training, education and development of councillors for the period of their tenure and stated that some institutions still allow for applications until the end of January 2025 and requested that the Municipality comes to the table with allowing councillors who wish to further their studies, to study through the Municipality. The motion made by Ald Grootboom was seconded by Cllr Steyn. Cllr Januarie stated that the motion carried and wanted to know from the Municipal Manager on how the motion will be implemented. The Municipal Manager stated that the Administration had no knowledge of the motion and was therefore caught off guard, but he will prepare a report that will serve before the next Council meeting.

Comments

Attached as Annexure A is a copy of a report that served before Council on 21 February 2017, item A 3385 which dealt with matter.

The latest proclamation under 51407 dated 17 October 2024 that served before Council on 23 October 2024 under item A 4807 stipulate as follow:

“16. Capacity building

- (1) Every council must develop and adopt a policy to provide for education, training and development of councillors.*
- (2) Council must make provision in its budget for education, training and development of councillors, which must remain valid for the tenure of office of that council.*
- (3) A training programme must take into consideration the capacity needs of a councillor to fulfil individual councillor's statutory obligations. Provided that the municipal council must, in line with applicable legislation and approved council policy, exercise prudent financial management to ensure that the provision of education, training and development of councillors does not undermine the need to prioritise service delivery and sustain a viable municipality.”*

Further comments Director Corporate Services

Attached as Annexure B is a proposed draft policy.

Comments: Director Economic, Social and Integrated Development Services

The draft Policy is noted.

Comments: Acting Director Financial Services

Take note of the draft Capacity Development Policy for Councillors subject to 2025/2026 budget, as well as the budgets for financial years thereafter.

Comments: Director Community Services

Cognisance be taken of the capacity development policy for councillors.

Comments: Director Engineering Services

No comments received.

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

1. That the draft Capacity Development Policy for Councillors be accepted and approved.
2. That the necessary provision to implement the policy referred to under point 1, be provided for in the 2025/2026 budget, as well as the budgets for financial years thereafter.

This item served before the Executive Mayoral Committee on 20 February 2025

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Februarie 2025

Aanbeveling / Recommendation

1. That the draft Capacity Development Policy for Councillors be accepted and approved.
2. That the necessary provision to implement the policy referred to under point 1, be provided for in the 2025/2026 budget, as well as the budgets for financial years thereafter.

RESUBMISSION - APPROVAL OF VALUATION APPEAL BOARD: COMPOSITION OF THE VALUATION APPEAL BOARD FOR THE PERIOD 2025-2029 (CHIEF FINANCIAL OFFICER)

Purpose of the report

In terms of Local Government: Municipal Property Rates Acts, 2004 Chapter 7, Section 56 (1), *"The MEC for local government must, by notice in the provincial gazette, establish as many valuation appeal boards in the province as may be necessary, but not lower than one in each district municipality and each metropolitan municipality"*. The valuation Appeal Board of Langeberg Municipality's term of office came to an end on 31 July 2024.

Legal framework

Establishment of valuation appeal boards

56. (1) The MEC for local government must, by notice in the provincial gazette, establish as many valuation appeal boards in the province as may be necessary, but not lower than one in each district municipality and each metropolitan municipality.

(2) If more than one appeal board is established within the area of a district municipality, such board must be established for one or more specific local municipalities or district management areas.

Functions

57. The functions of an appeal board are

(a) to hear and decide appeals against the decisions of a municipal valuer concerning objections to matters reflected in, or omitted from, the valuation roll of a municipality in the area for which it was established in terms of section 56; and

(b) to review decisions of a municipal valuer submitted to it in terms of section 52.

Composition

58. An appeal board consists of -

(a) a chairperson, who must be a person with legal qualifications and sufficient experience in the administration of justice; and

(b) not fewer than two and not more than four other members with sufficient knowledge of or experience in the valuation of property, of which at least to must a professional valuer registered in terms of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000).

Background

Council already approved report to be submitted to the MEC for the official appointment as per MPPRA regulations per Council Resolution No A4777. Valuation Appeal Board term of office ended 31 July 2024. As per legal requirements the positions were advertise during the month of June, with a closing date of June 2024.

The following applications for the VAB was received:

Valuation Appeal Board Longlist					
Nr	Name	Adress	Position	Qualification	Experience
1	Gail Adams	Only PO Box	Member/alternate member	Professional Associated Valuer ND: Real Estate	No CV Attached
2	Nicolaas Marias	6 Minnie Street, Wellington	A Member	Professional Valuer	VAB experience

				ND: Property Valuations	Municipal Valuations experience
3	Barend Esterhuyse	Only PO Box	A Member	BCom Law	Conveyance Attorney VAB experience
4	Francina Du Toit	Only PO Box	A Member	Property Practitioner	Real Estate Agent
5	Johannes Folscher	28 Consitution Street	Chairperson/Alternate Chairperson	LLB	Magistrate
6	Pierre-Jeanne Gerber	Only PO Box	Member	Professional Valuer Master of Philosophy	
7	Henry O Wiggins	3 Mosseldrive Hermanus	Member	Professional Valuer ND: Property Valuations	VAB experience Valuer

The following member were shortlisted and approved by Council for appointment as members of the Valuation Board Appeal in Council Resolution A4777 and submitted to the MEC:

Chairperson: Barend Esterhuyse
 Member: Francina Du Tiot
 Member: Pierre Jeanne Gerber
 Member: Johannes Folscher
 Member: Henry O Wiggins

The office of the MEC after review and careful consideration of the approved shortlist of Langeberg Municipality **recommended** the following **amendments** on the valuation appeal board:

(a) Composition of the VAB:

Chairperson: Mr B Esterhuyse
 Alternate Chairperson: Mr J Folscher
 Valuer / Member: Mr H O Wiggins
 Member: Member: Ms F Du Toit

(b) That Mr Gerber be removed from the valuation appeal board as he is disqualified from serving on any VAB until all municipal arrears are settled in full.

Recommendation

The following are the resolutions presented to Council for approval:

1. That council approves the recommendations of the office of the MEC
2. That the approved report be submitted to the MEC for the official appointment as per MPRA regulations.

The following are the resolutions presented to Council for approval:

1. That council approves the recommendations of the office of the MEC.
2. That the approved report be submitted to the MEC for the official appointment as per MPRA regulations.

COMPILING OF THE 2024/2025 MID-YEAR ADJUSTMENT BUDGET FEBRUARY 2025 (ACTING CHIEF FINANCIAL OFFICER)

Purpose of Report

The purpose of the report is to submit an Adjustment Budget for 2024/2025 to Council for consideration.

Background

As some votes on the 2024/2025 budget need to be adjusted because of operating requirements and also to align the budget to the current consumer trends, **an Adjustment Budget** has been compiled and is submitted to Council for consideration.

An adjustment of R6 459 709 was incorporated in the adjustment budget in order to take into account the additional allocation relating to the Municipal Disaster Response Grant that was received in February 2025.

Electricity Tariffs:

The Langeberg Municipality uses tariffs that are approved by NERSA for its electricity tariffs. These are approved by NERSA after the municipality submits its cost of supply.

NERSA approved all the electricity tariffs for basic charge at values above R1 (no cents were approved for basic Charge). However, an error was made in the tariffs book that was published on the municipality's website where the basic charges for electricity tariffs incorrectly included a denominator in cents instead of rands as per the approved letter from NERSA.

The municipality charged the correct tariffs to its consumers. Therefore, the correction required will not have any financial implications for the Municipality.

Legal Framework

Section 28 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

Municipal adjustments budgets

28. (1) A municipality may revise an approved annual budget through an adjustments budget.
- (2) An adjustments budget —
- (a) Must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the budget year.
 - (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.
 - (c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality.
 - (d) May authorise the utilisation of projected savings in one vote towards spending under another vote.
 - (e) may authorise the spending of funds that were unspent at the end of the financial year preceding the budget year, where the under-spending could not reasonably have been

foreseen at the time when the annual budget for the budget year was approved by the council.

- (f) May correct any errors in the annual budget; and
- (g) May provide for any other expenditure within a prescribed framework.

- 5) When an adjustment budget is tabled, it must be accompanied by –
- (a) An explanation of how the adjustments budgets affect the annual budget
 - (b) Motivation of any material changes to the annual budget
 - (c) An explanation of the impact of any increased spending on the annual budget and the annual budget and the annual budgets for the next two financial years
 - (d) Any other supporting documentation that may be prescribed.

FINANCIAL IMPLICATIONS

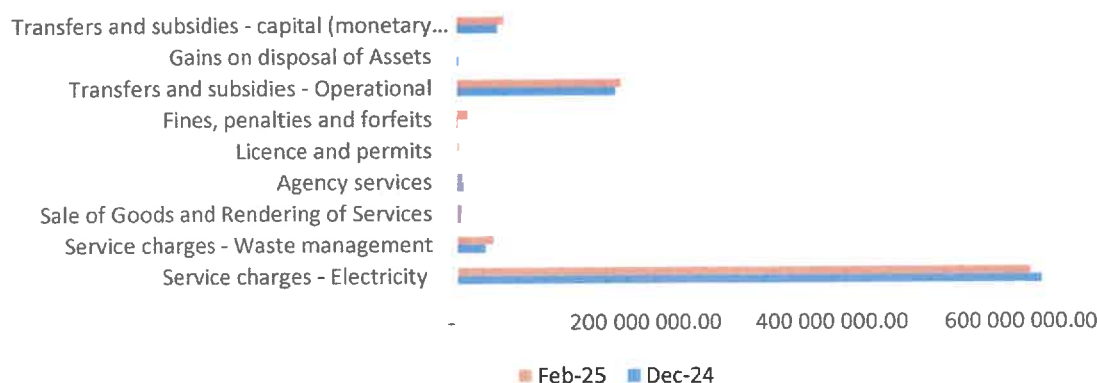
The correction in tariffs has no financial impact for the municipality as the municipality charged the tariffs approved by NERSA.

Revenue:

Line item : Revenue	Dec-24	Feb-25
Service charges - Electricity	621 221 852.00	610 572 324.00
Service charges - Waste management	30 906 685.00	39 142 680.00
Sale of Goods and Rendering of Services	4 307 431.00	4 924 603.00
Agency services	7 128 586.00	5 761 327.00
Licence and permits	691 925.00	2 372 159.00
Fines, penalties and forfeits	1 313 210.00	12 069 053.00
Transfers and subsidies - Operational	167 356 453.00	173 068 453.00
Gains on disposal of Assets	2 357 655.00	-
Transfers and subsidies - capital (monetary allocations)	44 187 718.00	50 647 427.00
	879 471 515.00	898 558 026.00

There was an overall increase made in revenue of R12 626 802 (when the capital grants are not taken into account) and the increase amounts to R19 086 511 when the capital grants are taken into account.

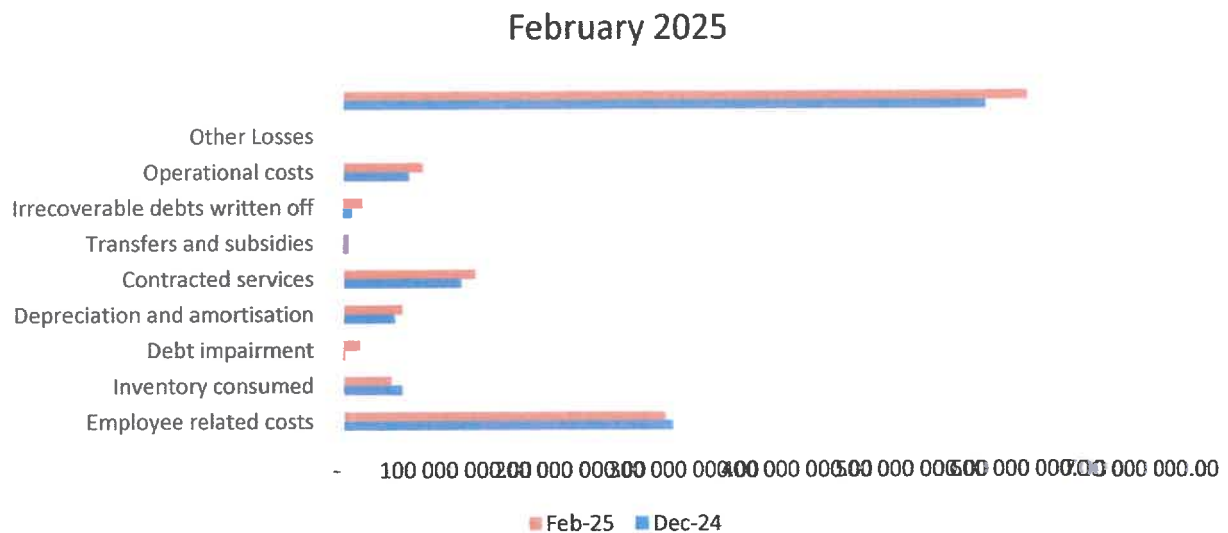
February adjustment budget



Expenditure

Description	Dec-24	Feb-25
Employee related costs	289 471 923.00	282 942 448.00
Inventory consumed	51 834 623.00	42 885 811.00
Debt impairment	2 000 000.00	14 622 645.00
Depreciation and amortisation	45 936 043.00	52 354 750.00
Contracted services	104 170 869.00	116 111 477.00
Transfers and subsidies	5 240 472.00	5 116 072.00
Irrecoverable debts written off	7 922 794.00	16 514 479.00
Operational costs	58 417 064.00	70 635 113.00
Other Losses		

This can be demonstrated in the graph below:

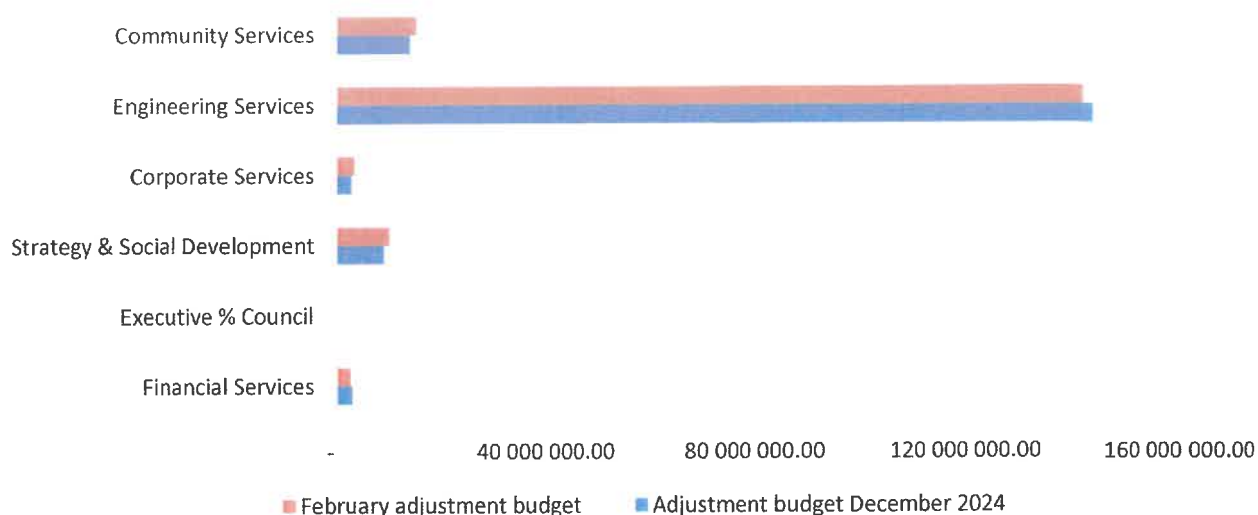


CAPITAL BUDGET PER DIRECTORATE

Directorate	Adjustment budget December 2024	Adjustments	Adjustment Budget February 2024
Financial Services	3 008 201.00	- 321 000.00	2 687 201.00
Executive % Council	-	-	-
Strategy & Social Development	8 985 027.00	1 050 000.00	10 035 027.00
Corporate Services	2 867 750.00	613 200.00	3 480 950.00
Engineering Services	143 818 194.00	- 1 330 111.00	142 488 083.00
Community Services	13 947 102.00	1 269 256.00	15 216 358.00
Totals	172 626 274.00	1 281 345.00	173 907 619.00

82% of the capital budget has been allocated to the engineering department which is the department that is directly linked to service delivery.

February adjustment budget



A detailed break-down of the adjustments made is included in the CAPEX report.

Aanbeveling / Recommendation

That in respect of:

The Adjustment Budget 2024/2025: February 2025

1. The Finance Portfolio recommends the:
 - i. February adjustment budget to Council, taking into account the amendments made to the Operational and Capital Budget
 - ii. The correction made to the electricity tariffs made on basic charge in order to align with the approved tariffs by NERSA.

This item served before the Finance Portfolio Committee on 19 February 2025

Hierdie item het gedien voor die Finansies Portefeulje Komitee op 19 Februarie 2025

Recommendation / Aanbeveling

That in respect of:

The Adjustment Budget 2024/2025: February 2025

1. The Finance Portfolio recommends the:
 - i. February adjustment budget to Council, taking into account the amendments made to the Operational and Capital Budget.
 - ii. The correction made to the electricity tariffs made on basic charge in order to align with the approved tariffs by NERSA.

FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: OCTOBER – DECEMBER 2024
(3/2/1/3) (MUNICIPAL MANAGER)

PURPOSE OF THE REPORT

To submit a report to Council on the quarterly execution of Council resolutions.

BACKGROUND

Feedback is given to Council about the progress with all decisions taken by Council over the period October to December 2024. See the attached annexures in this regard.

Recommendation / Aanbeveling

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

(A4877)

EXECUTION OF COUNCIL RESOLUTIONS: OCTOBER TO DECEMBER 2024

Special Council Meeting – 23 October 2024

ITEM NR	ITEM	FINALIZATION	COMMENTS
A4807	UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS FROM JULY 2023 (4/5/1) (DIRECTOR: CORPORATE SERVICES)	AWJ EVERSON M SHUDE	Outcome is implemented.

Council meeting – 30 October 2024

ITEM NR	ITEM	FINALIZATION	COMMENTS
A4784	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JULY 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	D LOUWRENS	Noted
A4785	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JULY 2024 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	M SHUDE	Noted
A4794	REPORT FROM THE MAYORS OFFICE REGARDING HIS DISCRETIONARY FUND SPENDING FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024	SW VAN EEDEN	Approved
A4795	CHRISTMAS LIGHTS EVENT 2024 (12/2/3/3) DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES	I COOK	Allocated budget of R50 000 and event hosted by McGregor approved by Council.
A4796	EXPENDITURE ON 2024/2025 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FIRST QUARTER (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	CO MATTHYS	Noted by Council. Sent to AG, National and Departmental Departments and placed on the website on 31 October 2024.
A4797	COMMITTEE STRUCTURE OF COUNCIL (3/1/2 + 3/1/4) (DIRECTOR: CORPORATE SERVICES)	M MOELICH	As soon as the information has been received from Cllr January, the necessary changes to the committees will be made.
A4798	REQUEST BY COUNCILLOR T COETZEE TO DOWNLOAD / COPY RECORDINGS OF MEETINGS OF PORTFOLIO COMMITTEES AND COUNCIL (3/2/1/2) (DIRECTOR: CORPORATE SERVICES)	AWJ EVERSON	Noted
A4799	REPORT: INVITATION BY US TRADE AND DEVELOPMENT AGENCY (USTDA) TO PARTICIPATE IN THE UPCOMING SOUTH AFRICA MUNICIPAL ENERGY REVERSE TRADE MISSION (RTM): DIRECTOR ENGINEERING SERVICES	D LOUWRENS	Council takes note of the report.
A4800	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – SEPTEMBER 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	M MGAJO	Completed
A4801	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – SEPTEMBER 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	D LOUWRENS	Noted
A4802	DONATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	C MATTHYS	Council approved recommendation as stipulated in Item A4802.
A4803	QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: JULY 2024 TO SEPTEMBER 2024 (DIRECTOR: FINANCIAL SERVICES (CFO)	M SHUDE	The soft copy of the document has been placed on the municipal website and submitted to the relevant government departments.

A4804	JOINT CIRCULAR NO 1 OF 2024 – COGTA AND SALGA: ADOPTION OF THE CODE OF ETHICAL LEADERSHIP IN LOCAL GOVERNMENT (12/2/1/10)(DIRECTOR: CORPORATE SERVICES)	AWJ EVERSON	Noted
A4805	FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: JULY – SEPTEMBER 2024 (3/2/1/3) (MUNICIPAL MANAGER)	D LUBBE	Noted
A4806	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – SEPTEMBER 2024 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	M SHUDE	The soft copy of the document has been placed on the municipal website and submitted to the relevant government departments.
A4808	ROLL-OVER FROM 2023/2024 FINANCIAL YEAR– ADJUSTMENTS BUDGET 2024 / 2025 (DIRECTOR: FINANCIAL SERVICES - CFO)	M SHUDE	The soft copy of the document has been placed on the municipal website and submitted to the relevant government departments.
A4809	MOTION ON MPAC REPORT OF 7 FEBRUARY 2024	M SHUDE	Noted. Will serve on the agenda of Council, 4 December 2024.
A4810	NOTICE OF QUESTIONS	M SHUDE	Noted. Will serve on the agenda of Council, 4 December 2024.

Mayoral Committee meeting – 27 November 2024

ITEM NR	ITEM	FINALIZATION	COMMENTS
B5824	MOOV FUEL (PTY) LTD: RENEWAL OF LEASE AGREEMENT FOR A PORTION OF ERF2 (±500M²), ADJACENT TO ERF 2982, ROBERTSON (7/2/3/1/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant. Advertisement for public comments.
B5825	VROLIKE VINKIES CRECHE: RENEWAL OF LEASE FOR THE MUNICIPAL BUILDING SITUATED ON ERF 1482, ROBERTSON (7/1/4/1/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant. Advertisement for public comments.
B5826	IHS TOWERS SOUTH AFRICA (PTY) LTD: RENEWAL OF LEASE FOR MTN SITE T5809 SITUATED ON A PORTION OF ERF 387, ASHTON (7/2/3/1/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant. Advertisement for public comments.
B5827	MONTAGU VILLAGE MARKET ASSOCIATION: RENEWAL OF LEASE FOR THE EUVRARD PARK SITUATED ON A PORTION OF ERF 1780, MONTAGU FOR THE USE AS A VILLAGE MARKET ON SATURDAYS (7/2/3/1/4) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant. Advertisement for public comments.
B5828	PHAKAMANI CRECHE: RENEWAL OF LEASE FOR THE MUNICIPAL BUILDING SITUATED ON ERF 158 ZOLANI, ASHTON (7/1/4/1/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant. Advertisement for public comments.
B5829	UNITED LOGISTICS: APPLICATION TO LEASE A PORTION (2268M²) OF PORTION 43 OF FARM LANGEVALLEY NO.15 DASSIESHOEK, ROBERTSON (7/2/3/1/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant.

Council Meeting – 4 December 2024

ITEM NR	ITEM	FINALIZATION	COMMENTS
A4811	APPLICATION TO PURCHASE A PORTION OF ERF 1 (16M²) ADJACENT TO ERF 721, MONTAGU FOR THE INSTALLATION OF AN ELECTRIFYING FENCE (7/2/3/2/2) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	S ROSSOUW	Decision has been communicated to applicant. Alienation process by way of public tender. Require market related tariff.

A4812	QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: JULY – SEPTEMBER 2024 (9/2/1/9) LED MANAGER	I COOK	Council noted content of the Quarterly LED Report.
A4813	PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD – JULY – SEPTEMBER 2024 (LED DEPARTMENT) (9/2/1/9)	I COOK	Council noted that 277 job opportunities were created for 1 July 2024 – 30 September 2024.
A4814	PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY FOR JULY– SEPTEMBER 2024 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)	M BROWN	Ongoing
A4815	RESUBMISSION - SALE OF 10 MUNICIPAL RENTAL HOUSES IN RIVIER STREET, ROBERTSON (17/5/6/5/3) (COMMUNITY SERVICES)	M BROWN	Ongoing
A4816	RE-SUBMISSION – SALE OF MUNICIPAL RENTAL SCHAIFE HOUSES AT WESLEY STREET, ROBERTSON (17/5/6/5/3) COMMUNITY SERVICES	M BROWN	Ongoing
A4817	REPORT ON WATER AND SEWER PUMPS OF THE ENGINEERING DIRECTORATE	C POSTHUMUS	Appointment of staff. Organogram of the Civil Department be revised. Dedicated space at the Mechanical Workshop be provided. Detailed pump audit be done. Procurement of specific standby-pump units in the budget for the next financial year.
A4818	QUARTERLY REPORT BUILDING PLANS SUBMITTED: JULY 2024 – SEPTEMBER 2024 (9/2/1/5) (MANAGER TOWN PLANNING)	T BRUNINGS	The report is noted.
A4819	REPORT TO THE PORTFOLIO COMMITTEE REGARDING THE RESPONSES TO QUESTIONS RAISED BY COUNCILLOR J. STEENKAMP CONCERNING THE ROBERTSON INFORMAL TRADING AREA	CO MATTHYS	Council recommended that a final report regarding the expenditure on this project serve after the last payment was made and the penalties are finalized.
A4820	COUNCIL APPROVAL: TO SUBMIT DRAFT HUMAN SETTLEMENT PLAN FOR APPROVAL (17/5/1) (DIRECTOR COMMUNITY SERVICES)	M BROWN	Ongoing
A4821	PROGRAMME OF DATES FOR MEETINGS 2025 ~ SECTION 79 COMMITTEE, SECTION 80 COMMITTEES, EXECUTIVE MAYORAL COMMITTEE AND COUNCIL ~ JANUARY TO DECEMBER 2025 (3/2/3/1) (SNR MANAGER: ADMINISTRATIVE SUPPORT)	GM MOELICH	Approved by Council – to be put on Mun website for public notice, and Provision be made for quarterly meetings of the Multi Party Women's committee as per requirement from Salga, on the Annual Schedule
A4822	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – OCTOBER 2024 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	M SHUDE	Completed, no further action required. Report was submitted to Council for noting.
A4823	AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 1 OF 2024 / 2025 (5/14/R) (CHIEF AUDIT EXECUTIVE)	A MATI	Completed, no further action required. Report was submitted to Council for noting.
A4824	FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT, ANNUAL RISK ASSESSMENT REPORT AND UPDATED RISK REGISTER FOR QUARTER 1 – 2024 / 2025 (5/14/R) (CHIEF AUDIT EXECUTIVE)	A MATI	Completed, no further action required. Report was submitted to Council for noting.
A4825	DETERMINATION OF THE NUMBER OF COUNCILLORS PER MUNICIPALITY IN THE WESTERN CAPE PROVINCE – P.N. 116/2024 OF PROVINCIAL GAZETTE EXTRAORDINARY 8999 DATED 6 NOVEMBER 2024 (3/3/1) (DIRECTOR CORPORATE SERVICES)	AWJ EVERSON	Council noted the determination.
A4826	REPORT REDUCTION OF IRRIGATION WATER SUPPLY IN ROBERTSON	C POSTHUMUS	That irrigation water in Robertson be supplied fortnightly from 9 December 2024. Residents were notified by sms.
A4827	WATER SERVICES DEVELOPMENT PLAN (WSDP) (CIVIL ENGINEERING SERVICES)	C POSTHUMUS	WSDP approved by Council. That Department of Water and Sanitation be notified of Council Resolution.

A4828	SUBMISSION OF DRAFT BY-LAW FOR TOWNSHIP ECONOMIES FOR APPROVAL TO ADVERTISE FOR PUBLIC COMMENTS	AWJ EVERSON CO MATTHYS	Approved bylaw for advertisement. MM to proceed with public participation process- publications of notices also in local newspapers and on municipal website. Period of 60 days for public to submit their comments and feedback.
A4829	REPORT: APPROVAL OF THE 2024 LANGEBERG MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK: REWRITE OF THE 2015 LSDF (MANAGER TOWN PLANNING)04/11/2024	T BRUNINGS	1. LSDF 2024 approved by Council. 2. Approved LSDF 2024 to be adopted as a core component of the amended IDP and Budget approval for 202526. 3. Approved LSDF 2024 as well as Summary of the Public Participation process and advising how comments have been addressed (MSA Section 32(1)) be submitted to the MEC within 10 days. 4. Notice will be given in the media and the Provincial Gazette (SPLUMA Section 20(1)) within 14 days of Council's notice of its decision.
A4830	NOTICE OF MOTION – MOUNTAIN VIEW INFORMAL SETTLEMENT - MONTAGU	M MGAJO	Ongoing
A4831	DISCIPLINARY CASE: CLLR JG STEENKAMP (P/L JG STEENKAMP) (SPEAKER)	AWJ EVERSON	Matter will be dealt with from January 2025.
A4832	ETHICS COMMITTEE (3/1/2 + 3/1/4) (DIRECTOR: CORPORATE SERVICES)	AWJ EVERSON	Noted and will execute as per decision.
A4833	TABLING OF THE DRAFT ANNUAL REPORT FOR 2023/2024 (DIRECTOR: ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT SERVICES)	CO MATTHYS M SHUDE	Approval in principle granted by Council and draft annual report published on municipal website on 4 December 2024 for public comments.
A4834	RESUBMISSION – MOTION ON MPAC REPORT OF 7 FEBRUARY 2024 (DIRECTOR: CORPORATE SERVICES)	CO MATTHYS M SHUDE	Council noted responses to questions raised by Cllr. Coetzee, no further action required.
A4835	RESUBMISSION – NOTICE OF QUESTIONS RECEIVED FROM CLLR T COETZEE (DIRECTOR: CORPORATE SERVICES)	CO MATTHYS M SHUDE	Council noted responses to questions raised by Cllr. Coetzee, no further action required.
A4836	APPROVAL OF TENDER 19/2024: COMPILATION AND MAINTENANCE OF THE GENERAL VALUATION AND SUPPLEMENTARY VALUATION ROLL FOR A PERIOD OF 5 YEARS (CHIEF FINANCIAL OFFICER)	M SHUDE	Council approved the contract for a period of 5 years as per the item. Internal administrative processes will be followed for the execution of the contract.
A4837	ROLL-OVER FROM 2023/2024 FINANCIAL YEAR– ADJUSTMENTS BUDGET 2024 / 2025 (DIRECTOR: FINANCIAL SERVICES - CFO)	M SHUDE	Council approved roll-over adjustment budget and the necessary amendments were affected on the SDBIP in line with the adjustments.

AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 2 OF 2024 / 2025 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)

Purpose of report

To submit the Audit & Performance Committee report for quarter 2 of the 2024/25 financial year to Council for noting.

Background

In terms of Circular 65 of the Municipal Finance Management Act (MFMA) (Act No. 56 of 2003), the chairperson of the Audit & Performance Committee will report on a quarterly basis, or more frequently if required, to the municipal council on the operations of the Internal Audit Activity and the Audit & Performance Committee. The report should include:

- A summary of the work performed by the Internal Audit Activity and the Audit & Performance Committee against the annual work plan;
- Effectiveness of internal controls and additional measures that must be implemented to address identified risks;
- A summary of key issues dealt with such as significant internal and external audit findings, recommendations and updated status thereof;
- Progress with any investigations and its outcomes;
- Details of meetings and the number of meetings attended by each member; and
- Other matters requested of the Internal Audit Activity and Audit & Performance Committee.

The Audit & Performance Committee report for quarter 2 of 2024/25 is **attached to this report**.

Recommendation

That the contents of the Audit & Performance Committee report for quarter 2 of the 2024/25 financial year be noted by Council.

Ons verw nr / Our Ref No
Isalathiso Sethu

A&PC Quarter 2 of 2024/25

Navrae / Enquiries
Internal Audit

23 January 2025

Langeberg Municipal Council

AUDIT & PERFORMANCE COMMITTEE QUARTERLY REPORT – QUARTER 2 OF 2024/25

Purpose

The purpose of this report is to provide an update to the Council on the operations of the Internal Audit Activity and the Audit & Performance Committee (A&PC) as required by section 166 of the MFMA and MFMA Circular 65.

Scope

In terms of legislative requirements and the A&PC Charter, a quarterly A&PC meeting was held on 11 December 2024 for quarter 2 of the 2024/25 financial year.

Progress on the implementation of Risk Based Internal Audit Plan

The progress on the audits and other activities as scheduled in the risk-based internal audit plan for the second quarter of the 2024/25 financial year is reflected in the table below.

Audit Area / Activity	Risk(s) Covered	Planned Completion Date	Current Progress	Comments / Reasons for missing deadline
Finance Services: Budget and Support - Financial Statements and Reporting (Grants Management Audit (2023/24)	Non-compliance with Conditional Grant conditions	Quarter 1	Completed	N/A
Finance Services: Budget and Support - Financial Statements and Reporting	Increased strain on the financial viability and sustainability.	Quarter 1	Completed	AFS was reviewed and submitted to AGSA on 31 August 2024.
Economic, Social and Integrated Development Services: Performance Management	Incorrect performance information reporting	Quarter 1	Completed	APR was reviewed and submitted to the AGSA on 31 August 2024.
Performance Management Audit (Quarter 4 of 2023/24)	Incorrect performance information reporting	Quarter 2	Completed	The engagement covered Q4 of 2023/24 performance information.

Audit Area / Activity	Risk(s) Covered	Planned Completion Date	Current Progress	Comments / Reasons for missing deadline
Engineering Services: Civil Engineering Services. Community Services: Parks and Amenities. Engineering Services: Solid Waste Management; and Community Services: Fire & Disaster Management Services	- Impact of extreme weather conditions on water security - Inadequate management of alien vegetation - Effect of flooding in municipal area - Illegal dumping and littering in the municipal area	Quarter 2	Not yet started	N/A
Performance Management Audit (Quarter 1 of 2024/25)	Incorrect performance information reporting	Quarter 2	Not yet started	N/A
Engineering Services: Solid Waste Management	Shortage of landfill airspace within the municipality	Quarter 2	In progress	The review engagement is in its finalisation stage.
Engineering Services: Electrical Engineering Services; Corporate Services: Traffic Services; Financial Services: Revenue Services; and Financial Services: Debt Collection	- Impact of incomplete replacement of non-compatible prepaid electricity meters and Token Identifier (TID) rollover project by 24 November 2024 - Readiness to implement the Administrative Adjudication Road Traffic Offences (AARTO) act, by 1 July 2024 - Incorrect billing of consumers - Inadequate recovery of outstanding debtors - Tariffs that are not cost reflective	Quarter 2	In progress	The review on the impact of incomplete replacement of non-compatible prepaid electricity meters and Token Identifier (TID) rollover project is in progress.
Performance Management Audit (Quarter 2 of 2024/25)	Incorrect performance information reporting	Quarter 3	Not yet started	N/A
Financial Services	Implementation of ERM System and Non-compliance with mSCOA regulations	Quarter 3	In progress	N/A
Civil Engineering Services: Roads and Stormwater	Limited disaster management capacity	Quarter 3	Not yet started	N/A

Audit Area / Activity	Risk(s) Covered	Planned Completion Date	Current Progress	Comments / Reasons for missing deadline
Economic, Social and Integrated Development Services: ICT Services	Risk of cybercrime	Quarter 3	Not yet started	N/A
Performance Management Audit (Quarter 3 of 2024/25)	Incorrect performance information reporting	Quarter 4	Not yet started	N/A
Economic, Social and Integrated Development Services: Communications Corporate Services: Governance Support	- Timely updating of complete and accurate information on municipal website - Non- adherence to client service charter.	Quarter 4	Not yet started	N/A

In addition to the above audit engagements as per the approved 2024/25 Risk-based Internal Audit Plan, the following engagements which rolled over from the previous financial year were completed and the reports presented to the A&PC in the meeting of 16 October 2024:

- Municipal staff regulations audit.
- Fleet management audit.

Other Activities

Activity	Frequency	Current Progress	Comments / Reasons for missing deadline
Follow up audits	Monthly	Ongoing	Progress on implementing the audit action plan is monitored on a monthly basis by Internal Audit and reported to the A&PC.
Progress reports	Quarterly	Ongoing	Progress reports on the implementation of the Risk based audit plan is submitted to A&PC in each quarterly meeting.
Monthly updating of performance information for Internal Audit on the Ignite System	Monthly	Ongoing	Performance information updated monthly on the performance management systems.
Compliance monitoring	Quarterly	Ongoing	Compliance reviews are conducted by Internal Audit on specific pieces of legislation and are reported quarterly to FARMCO.
ICT Administrator User Access	Quarterly	Ongoing	Super user activities are being monitored quarterly by Internal Audit.

Risk Management

A quarterly Fraud & Risk Management Committee (FARMCO) meeting was held for the second quarter of the 2024/25 financial year on 21 November 2024. A separate quarterly report on the status of the risk management activities and processes was prepared by FARMCO which will also be submitted to Council, together with the updated risk register.

Control Environment

The A&PC continues to monitor the implementation of the audit action plan by management to address internal and external audit findings. The A&PC was also presented with the audit action plan, and no concerns were raised during the review.

Performance Information

The performance information was presented to the A&PC, and the Directors provided their comments and corrective measures concerning the underperformed KPIs in their respective directorates.

Financial Information

The A&PC took note of the financial information presented in the section 71 monthly report and noted a negative variance which pertains to service charges for electricity. The variances are as a result of the consumption patterns of consumer which causes the variances between budget vs actuals. The municipality continues to be a going concern.

Fraud & Ethics Considerations

Relevant information as requested by the A&PC was provided and no risks pertaining to the areas of fraud and ethics were identified.

Auditor General South Africa (AGSA) Audit

The Auditor General South Africa (AGSA) attended the Special A&PC meeting on 29 November 2024 and the municipality maintained a clean audit outcome for 2023/24 financial year.

Attendance of A&PC meetings for 2024/25

The following table provides details on the attendance of the A&PC meetings that took place for the second quarter of the 2024/25 financial year.

A&PC Meetings	Members Present
29 November 2024 (Special A&PC meeting)	Ms. K Talmakkies (Chairperson) Mr. O Valley Mr. S Maharaj Mr. A Njeza
11 December 2024 (Quarterly A&PC meeting)	Ms. K Talmakkies (Chairperson) Mr. O Valley Mr. S Maharaj Mr. A Njeza

OTHER MATTERS

Capacity

Currently there is one vacant position in the Internal Audit department, namely Assistant Internal Auditor and it is anticipated that the post will be advertised in January 2025. The Chief Audit Executive (CAE) was appointed for the interim as the acting CFO which in turn relieved the CAE of his duties in order to conform with the Institute of Internal Auditor's (IIA's) independence and objectivity clauses. As a result, the Snr Internal Auditor has been appointed as Acting CAE until further notice to maintain the independence and objectivity as required by the internal audit standards.

Conferences, Trainings and Forums

The Internal Audit Activity attended the Cape Winelands district CAE and CRO forums virtually on 4 December 2024.

Year-to-date Performance (October 2024 –December 2024)

The Internal Audit department generally achieved its targets for the period October – December 2024.

Termination of A&PC contracts

The contracts of the A&PC Chairperson and one of the other A&PC members are terminating on 28 February 2025, which will result in three vacant positions on the A&PC from 1 March 2025. It is recommended that the vacant A&PC positions should be filled timeously to ensure continuity of the operations of the committee.

Yours Sincerely,



K Talmakkies CA(SA)

Chairperson: Audit & Performance Committee

**FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT,
ANNUAL RISK ASSESSMENT REPORT AND UPDATED RISK REGISTER FOR QUARTER 2 – 2024 / 2025
(5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)**

Purpose of report

To submit the Fraud & Risk Management Committee report and the updated risk register for quarter 2 of 2024/25 to Council for noting.

Background

Section 62 (1) (c) (i) of the MFMA states that:

*“The Municipal Manager of a municipality is responsible for managing the financial administration of the municipality and must for this purpose take all responsible steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and **risk management** and internal control”.*

Furthermore, it is also stated in the Risk Management Policy that:

“Council takes an interest in risk management to the extent necessary to obtain comfort that properly established and functioning systems of risk management are in place to protect the Langeberg Municipality against significant risks”.

The Fraud & Risk Management Committee (FARMCO) report and the updated risk register for quarter 2 of the 2024/25 financial year were presented to the Audit & Performance Committee on 11 December 2024.

The FARMCO report for quarter 2 of 2024/25 and the updated risk register **are attached to this report.**

Recommendation

That the contents of the Fraud & Risk Management Committee (FARMCO) Report and the updated risk register for quarter 1 of the 2024/25 financial year be noted by Council.

Ons verw nr / Our Ref No
Isalathiso Sethu

FARMCO Q2 – 2024/25

Navrae / Enquiries
Internal Audit Activity

23 November 2024

Municipal Manager

Audit & Performance Committee
Council

FRAUD & RISK MANAGEMENT COMMITTEE QUARTERLY REPORT – QUARTER 2 OF 2024/25

PURPOSE

The purpose of this report is to present to the Municipal Manager (MM), the Audit and Performance Committee (A&PC) and Council an overview on progress of the risk management processes and the evaluation of the adequacy of the internal controls and to identify any improvement opportunities.

SCOPE

In terms of the approved Fraud & Risk Management Committee Charter and Risk Management Operational Plan, a Fraud & Risk Management Committee (FARMCO) meeting was held on 21 November 2024.

PERFORMANCE INFORMATION

During the September 2024 FARMCO meeting, it was resolved that future performance reports from each directorate would include a narrative column for directors to provide detailed explanations of any underperformance. This addition will enable the committee to review and analyse underperformance prior to meetings, assessing whether it poses additional risks within the same directorate, across directorates, or to the municipality as a whole (enterprise risk). By adopting this proactive approach to enterprise risk management, the committee can swiftly implement remedial actions to address current and potential underperformance, while ensuring strong internal controls, regulatory compliance, and continuity of business operations.

The underperformance during the first quarter, along with the remedial actions proposed and implemented by management to address the underlying root causes, was acknowledged. It was recommended that a standardized reporting template be adopted across all directorates, ensuring it includes comprehensive details on identified challenges, specific remedial actions with clear timelines, and associated risks. Management is urged to submit fully completed and detailed reports for the FARMCO meeting and to update the performance report with results as at the end of October (or later, if possible) in preparation for the Audit & Performance Committee meeting scheduled for December 2024.

RISK MANAGEMENT ACTIVITIES

RISK PROFILE OF THE MUNICIPALITY (RISK REGISTER)

1. Pension Fund non-compliance

The Financial Sector Conduct Authority (FSCA), in Communication 41 of 2024 dated 20 November 2024, reported the non-payment and short-payment of pension contributions to the SALA Pension Fund. A discussion was held with the Municipal Manager, Chief Financial Officer, and Chief Audit Executive to address the severity of the non-compliance highlighted by the FSCA.

It is recommended that this risk be incorporated into the risk register and that the short-payment be resolved as a matter of urgency, as the non-compliance exposes the municipality to potential criminal charges against the Municipal Manager. Regardless of the ongoing dispute between the municipality and the fund, the pension contributions are contractually and legislatively regulated. The fact that this issue has been neglected since 2020 and never reported to FARMCO is a matter of serious concern.

2. Unauthorised sewer-line construction

The continuation of the sewer-line beneath the railway without obtaining proper authorization from Transnet presents a critical risk to the municipality. In the event of structural damage to the railway—such as a collapse or weakening—that leads to a train derailment or wreck, the municipality will lack the necessary recourse or evidence to demonstrate that it was not at fault. This lack of documentation and authorisation could severely compromise the municipality's defence, leaving it vulnerable to legal liability and reputational damage.

If such an incident results in fatalities, the consequences for the municipality could be catastrophic, including potential civil and criminal actions against its officials, significant financial penalties, and lasting reputational harm. This risk underscores the urgency of obtaining the appropriate approvals from Transnet and ensuring all engineering and safety standards are met to mitigate any potential liability. *It is imperative that this matter is added to the risk register* and addressed without delay to safeguard the municipality against these risks.

3. State of the Disaster

The State of Disaster declared due to the fatalities caused by food purchased from spaza shops exposes the municipality to significant additional risks and necessitates immediate action. It is imperative to develop procedures that not only address the immediate crisis but also provide a sustainable, long-term solution. These procedures should enable the municipality to conduct thorough inspections of trade licenses, perform building inspections, verify indigenous status, and actively monitor the quality and safety of products sold. *The risk register should be updated accordingly.*

The report on the top risks and key updates to the risk register was acknowledged.

The risk register has been revised to incorporate remedial actions taken, additional actions planned, updated risk assessments, and other pertinent information, including the designation of risk owners. The inclusion of vacancies (human resource capacity challenges) as a risk for the Income Services Department was also noted. Directors and risk champions are encouraged to actively maintain the risk register as a dynamic document, ensuring it is continuously updated and that remedial actions are implemented to effectively mitigate identified risks.

RISK MANAGEMENT AND IMPLEMENTATION

The progress report on the implementation of the Risk Management Operational Plan was noted. Key highlights from the meeting included the following:

- Management must continue to monitor controls related to fuel usage in generators to prevent potential losses and mitigate the risk of fraud. This includes maintaining accurate records, conducting regular audits, and reviewing fuel consumption patterns to detect any irregularities promptly.
- Management is reminded to thoroughly assess the risks associated with the recent incident involving an employee injury during the operation of refuse vehicles. Additional details and context about the incident are necessary to determine its implications for the municipality's risk profile. This assessment may require updating

the risk register to include potential operational, safety, and liability risks, as well as identifying and implementing measures to prevent similar occurrences in the future.

- To address concerns of excessive sick leave and potential abuse, management is advised to consider implementing independent and objective medical reviews, particularly in cases where concerning trends are identified. Management should evaluate and revise policies to clearly define the process for applying for sick leave, the criteria for qualifying, the acceptable frequency, and the requirements for supporting medical certificates. A key norm to incorporate into the policy is that sick leave taken on a Friday, Monday, the day before or after any other leave, or the day before or after a public holiday must be supported by a valid medical certificate, even if it involves only one day of sick leave. Additionally, frequent instances of sick leave, regardless of duration, should require substantiation with valid medical certificates to prevent misuse and ensure accountability.
- Management reported that an individual falsely posing as a municipal representative attempted to solicit bribes from suppliers. Immediate action was taken to mitigate the risk, and the Audit and Performance Committee was updated at the scheduled meeting. SAPS is investigating the matter.

INCIDENT REPORTING

On a quarterly basis, incidents reported by managers and community complaints regarding service delivery are analysed and presented to the Fraud and Risk Management Committee (FARMCO). This process enables the municipality to proactively identify emerging trends that could pose risks or threats to the achievement of its objectives, while also highlighting potential opportunities for operational and service delivery improvements.

The Incident Report for this quarter has been duly noted. Of particular concern are the recurring sewer blockages, which require further investigation to pinpoint the specific wards where these incidents are most prevalent. Engaging the ward councillors in these areas will be critical to addressing the underlying causes and developing sustainable solutions to prevent ongoing recurrences. Collaboration with councillors can also foster greater community involvement and accountability, ultimately improving service delivery outcomes.

BUSINESS CONTINUITY MANAGEMENT

The development of the Enterprise Business Continuity Plan remains a top priority. It is recommended that a policy be promptly developed and approved to facilitate its communication. In the event of a disaster, it is essential that all relevant stakeholders are informed of the necessary remedial actions.

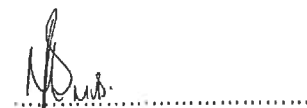
COMPLIANCE UNIVERSE

The Internal Audit Activity conducts high-level compliance monitoring. The recommendation remains that a compliance universe be established to facilitate active monitoring of adherence to all relevant laws, regulations, and prescripts.

The compliance verification performed during the quarter.

FRAUD MANAGEMENT

It is recommended that all management meetings include a dedicated agenda item for attendees to raise any concerns. A consolidated report of these concerns should be submitted to the Fraud and Risk Management Committee (FARMCO) for review.



Dr. Marilene van Biljon
FARMCO CHAIRPERSON

NOTICE OF MOTION – CLLR BAARTMAN

To: The Speaker
The Municipal Manager

From: Cllr Carl Baartman

Date: 16th January 2025

Subject: Notice of Motion to be considered for discussion at the next ordinary council meeting on the WA Rossouw Primary School drop-off zone.

Motion:

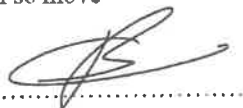
I councillor Carl Baartman, empowered by the rules of order of the Langeberg Municipal council, would like to put forward a motion concerning the WA Rossouw Primary School drop-off zone.

WA Rossouw Primary School is situated in ward 7, Wilhelm Thys Avenue in Montagu. The school is accommodating learners from Ashbury, surrounding farms and the town area. During one of my regular school visits, the principle of the school raised concerns around the safety of the learners during the morning hours (7:00-7:40am) when learners are being dropped off, as well during the afternoon hours (14:00-14:30pm) when learners are being picked up by the buses and taxis. The concern is that during these hours there are vehicles driving at unacceptable high speeds posing a safety risk to both teachers, parents and learners.

The Langeberg Municipality by-law relating to roads and streets (2023), chapter 7, section 36(1) states that "The municipality may permanently close or divert any street or part thereof or restrict access to any street". It is with this legislative provision in mind, that I would like to request council to consider the closure of the road (the section containing the drop-off zone) or the diversion of traffic away from the school's drop-off zone between 07:00-07:40am and 14:00-14:30pm on a daily basis. Furthermore, I would also like to request council to consider the implementation of speed humps at the drop-off zone and the putting up to signature boards.

By implementing the above requested measures, the Langeberg municipal council will contribute greatly to the safety of our learners, teachers and parents at the WA Rossouw Primary School.

I so move



Cllr. Carl Baartman

Contact Number: 0781042871

Email: Cbaartman@langeberg.gov.za

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To: The Speaker of Council
The Municipal Manager

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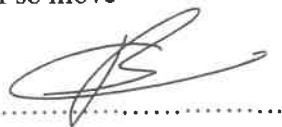
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I so move



Cllr. Carl Baartman

Contact Number: 0781042871

Email: Cbaartman@langeberg.gov.za

MOTION OF NO COMPLIANCE TO THE CODE OF CONDUCT BY THE SPEAKER – CLLR HENN

I, Councilor Charles Henn, duly authorized as a representative of the VF Plus is hereby submitting the following Motion, to serve in the Council Meeting of 23rd January 2025 for deliberation / debate.

MOTION OF NO COMPLIANCE TO THE CODE OF CONDUCT BY THE SPEAKER

The following allegations against the Speaker:

- On the Special Council Meeting of the 12th of August 2024 (Item A4770), the Speaker did not comply with the Rules of Order – chapter 7.

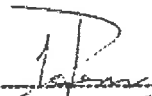
The Speaker allowed Councillor Craig Steyn to make allegations against the previous Deputy Mayor (Councillor Steenkamp) without any proof/documentation provided to Council. This resulted in the illegal removal of Councillor Steenkamp as Deputy Mayor.

The Speaker must apply rule 54(9) that is applicable to all Councillors and especially to her as the Speaker. The rules of order Clearly stated that: The Political Office to whom the motion relates, has the **RIGHT** and **MUST** be allowed the opportunity during the Special Council Meeting to respond to every allegation made.....

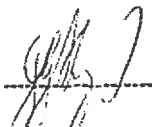
A) in the motion to remove from office; and

B) during the meeting

I so move:


 Cllr. R.C. Henn.

Date: 2025/01/20



I, Cllr. J. G. Steenkamp second this motion.

I, Councillor Charles Henn, duly authorised as a representative of the VF Plus is hereby submitting the following Motion , to serve in the Council Meeting of 23rd January 2025 for deliberation / debate.

**MOTION OF NO COMPLIANCE TO THE CODE OF CONDUCT BY
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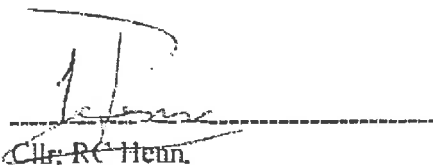
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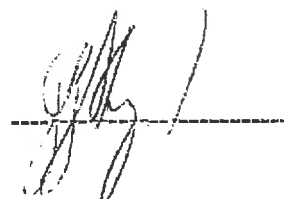
A] in the motion to remove from office: and

B] during the meeting.

I so move:


Cllr. R.C. Henn.

Date: 2025/01/20



I, Cllr, J. G. Steenkamp second this motion.

MOTION OF NON-COMPLIANCE WITH THE RULES OF ORDER FOR COUNCILLORS OF LANGEBERG MUNICIPALITY (MOTION OF EXIGENCY) – CLLR STEENKAMP

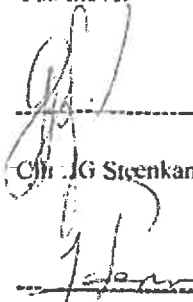
I, Councillor Johnny Steenkamp, appointed chief whip of the VF Plus Langeberg is hereby submitting this Motion to serve before Council on the 23rd of January 2025.

MOTION OF NON-COMPLIANCE WITH THE RULES OF ORDER FOR COUNCILLORS OF LANGEBERG MUNICIPALITY (Motion of exigency)

Chaper 6:37. (1)

- Doing Private work in Council time and promoting his Animation Company and his career as an artist. Spending very little time at the Municipal offices yet serving as a MAYCO Member and getting paid accordingly. Permission for this was never requested from council.
- Councillor Steyn has accused a member of public (in writing) of attending ward meetings under the influence of alcohol and being disruptive. This has led to a formal complaint with the Speaker and the Ethics Committee. He has furthermore threatened a member of the public.
- Councillor Steyn has used public Media to slander the Robertson Christian Community under a Graphic narrative titled: "Sondag oggend kerk kak" with a drawing of the NG Kerk-Moedergemeente of Robertson. This is an act of no- respect and a contravention of the Code of conduct that councillors should follow.
- The Motion (A4770) dated 8 August 2024 that was presented to Council without any evidence to support this motion. (Rule 27(2) a Councillor has freedom of speech provided that the councillor (b) avoid personal attacks on other councillors (c) refrain from defaming another councillor, a person or an institution.

I so move.



Cllr. JG Steenkamp. [2025/01/20]

I, Cllr.RC Henn second this motion.

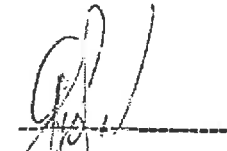
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MOTION OF NON COMPLIANCE WITH THE RULES OF ORDER FOR COUNCILLORS OF LANGEBERG MUNICIPALITY | Motion of exigency

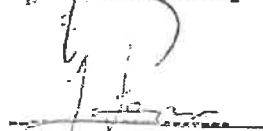
Chapter 6: 37.1

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- The Motion [A4770] dated 08/08/2024 that was presented to Council without any evidence to support this motion. [Rule 27 [2] a Councillor has freedom of speech provided that the councillor [b] avoid personal attacks on other councillors[c] refrain from defaming another councillor,a person or an institution.

I so move.



Cllr. JG Steenkamp. [2025/01/20]



I, Cllr.RC Henn second this motion.