***ACTION MINUTES***

***COUNCIL MEETING***

***26 AUGUST 2022***

**CAPE WINELANDS DISTRICT MUNICIPALITY**

**MINUTES OF THE COUNCIL MEETING OF THE CAPE WINELANDS DISTRICT MUNICIPALITY HELD ON THURSDAY, 25 AUGUST 2022 AT 10:08 IN THE COUNCIL CHAMBER, CAPE WINELANDS DISTRICT MUNICIPALITY, TRAPPES STREET, WORCESTER**

**PRESENT (3/2/1/2)**

**COUNCILLORS**

Ald. D.D. Joubert (Speaker)

Ald. (Dr.) H. von Schlicht (Executive Mayor)

Cllr. E.G. Arendse

Cllr. M.N. Bushwana

Cllr. G.J. Carinus

Cllr. P. Daniels

Cllr. A.J. du Plessis

Ald. R. Farao

Cllr. G.J. Fredericks

Ald. S. Goedeman

Cllr. E. Groenewald

Cllr. V. Hani

Cllr. J.J.S. Januarie

Cllr. D.B. Janse

Cllr. C.O. Klaaste

Cllr. J. Kriel

Ald. L. Landu

Cllr. M.S. Liebenberg

Cllr. J. Maliti

Cllr. C. Manuel

Cllr. X.L. Mdemka

Ald. C. Meyer

Cllr. T.R. Mpulanyana

Cllr. R.S. Nalumango

Cllr. D.W. Nel

Cllr. L. Ngwane

Cllr. A.J. Pedro

Cllr. W.C. Petersen

Cllr. A.M. Richards

Cllr. N.D. Sauerman

Cllr. J. Smit

Cllr. M. Smit

Cllr. J.H.P. Steyn

Cllr. D. Swart

Cllr. M. van Stade

Cllr. C.F. Wilskut

Cllr. M.H. Yabo

**ABSENT**

Cllr. N. Phatsoane

**OFFICIALS**

Mr. H.F. Prins (Municipal Manager)

Mr. F. van Eck

Mr. P.A. Williams

Ms. K. Smit

Ms. E.J. Otto

Ms. G.C.N. Julie

Ms. M.R. Matthyse

Ms. N.J. Fortuin

Mr. D.A. Heath

Ms. I. Willemse

**C.1 OPENING (3/2/1/2)**

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The Speaker welcomed all present and requested a moment of reflection.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.1**

**RESOLVED:**

That cognisance be taken of the communication by the Speaker that in terms of Item 3(1) of the Rules of Order of the Cape Winelands District Municipality, Item C.11.1 of the agenda will be held in abeyance until the Council meeting to be held on Thursday, 27 October 2022.

|  |  |  |
| --- | --- | --- |
| **ACTION** | **DUE DATE** | **COMMENT** |
| Noted. |  |  |

**C.2 ELECTION OF ACTING SPEAKER, IF NECESSARY (3/2/1/2)**

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Not applicable.

**C.3 DISCLOSURE OF ANY DIRECT OR INDIRECT INTERESTS BY COUNCILLORS AND/OR OFFICIALS (3/4/1 & 4/8/4)**

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None.

**C.4 APPLICATION FOR LEAVE OF ABSENCE (3/2/1/2)**

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**COUNCILLORS**

Ald. M. Sampson (Executive Deputy Mayor)

Cllr. W.M. Blom

Cllr. F. Jacobs

**OFFICIALS**

None.

**C.5 STATEMENTS AND COMMUNICATIONS BY THE SPEAKER *(Verbatim)***

 **(3/2/1/3)**

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**Councillor Birthdays: August 2022**

I would like to congratulate the following Councillors who have celebrated their birthdays during August 2022:

03 August : Cllr. M.H. Yabo

24 August : Cllr. L. Ngwane

30 August : Ald. M. Sampson

Special mention:

24 August : Mr. H.F. Prins (Municipal Manager)

I wish that you will be blessed with happiness, good luck and success in your life.

**General Comments**

1. I would like to extend a special welcome to Alderman Linda Landu who has replaced Alderman Rean Smuts from Drakenstein Municipality with effect from 12 August 2022.
2. I also want to convey our condolences to Councillor S. Goedeman whose sister passed away.
3. It is confirmed that Councillors can apply for leave of absence in case of an emergency by either phoning and/or WhatsApp the Speaker or Whip, provided that a written application for leave of absence be submitted to the Office of the Speaker.

**C.6 STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR *(Verbatim)* (3/2/1/3)**

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Thank you Speaker, allow me to share a few statements and CWDM highlights with Council.

A special word of welcome to Councillor L. Landu.

On behalf of Council I want to convey our condolences to Councillor S. Goedeman whose sister passed away.

1. **The state of safety in the District**
2. Speaker, safety must become everyone’s business. There is a great concern with recent mass shootings seemingly taking root over the last few months in the Cape Winelands, especially in our rural areas like the Witzenberg municipal area. On Monday, 15 August 2022 I was joined by Cllr. Dirk Swart, Cllr. Andre Pedro, Cllr. Patric Daniels and officials from the Cape Winelands District Municipality on a fact-finding oversight in Wolseley. We were joined by Witzenberg Municipality Executive Mayor, Ald. Hennie Smit, together with safety officials from the local municipality. During this oversight visit, it was confirmed by the South African Police Service that criminals are moving to the rural parts of our district and that interventions are needed.

I am pleased to inform Council that I have written to the Western Cape Minister of Police Oversight and Community Safety to engage the district and have a discussion with the Provincial Commissioner on possible interventions.

1. On Tuesday, 23 August 2022 the Cape Winelands District Municipality hosted a workshop on the view of establishing a District Safety Forum with SAPS and the Western Cape Department of Safety. I laud the CWDM Disaster Management team, SAPS, and all law enforcement agencies in the district that are proactively working towards a safer Cape Winelands. I look forward to the outcome of the workshop and the establishment of this District Safety Forum.



1. **Women’s Month**

Speaker, yesterday we celebrated phenomenal women in the Cape Winelands. Allow me to express my sincere appreciation to the staff of the Cape Winelands District Municipality and the Afrikaanse Taalmuseum and -Monument and the Historium for this initiative to celebrate and highlight the efforts and achievements of women in our district.

Then, to all women in this Council; you are phenomenal. Phenomenally you are just like the 20 000 women who marched to the Union Buildings on 9 August 1956 in protest against the extension of Pass Laws to women. A system meant to control women even further and reduce women to passive beings, at the mercy of men.

You are the pillars of your communities and I applaud you for your leadership, your tenacity, and the efforts you bring to build this district and at the same time improve the conditions of communities.

To all women in Council, may you always stand firm and keep on making us proud.



Speaker, allow me to read this poem.

Phenomenal Woman

BY MAYA ANGELOU

*“…Now you understand*

*Just why my head’s not bowed.*

*I don’t shout or jump about*

*Or have to talk real loud.*

*When you see me passing,*

*It ought to make you proud.*

*I say,*

*It’s in the click of my heels,*

*The bend of my hair,*

*the palm of my hand,*

*The need for my care.*

*’Cause I’m a woman*

*Phenomenally.*

*Phenomenal woman,*

*That’s me.”*

I thank you.

**C.6.1 COMMUNICATIONS BY COUNCILLOR V. HANI *(Verbatim)***

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On behalf of the African National Congress I want to acknowledge all women during the month of August 2022.

We as a collective acknowledge the women who marched to the Union Buildings on 9 August 1956 in protest against the extension of Pass Laws to women.

In the Cape Winelands we must do our best to combat any crime against women and children and install the necessary values to honour our women and children.

**C.6.2 COMMUNICATIONS BY COUNCILLOR A.J. PEDRO *(Verbatim)***

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I want to take this opportunity to welcome Councillors P. Daniels and L. Landu.

**C.6.3 COMMUNICATIONS BY COUNCILLOR J.J.S. JANUARIE *(Verbatim)***

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I want enquire when a reply can be expected from the Office of the Executive Mayor regarding the road brush of the Cape Winelands District Municipality that is stored on the premises of Langverwacht Cellars next to Minor Road 280.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.6.3**

**RESOLVED:**

That cognisance be taken –

1. That the Office of the Executive Mayor has responded to Cllr. J.J.S. Januarie in writing regarding an enquiry pertaining the storage of a road brush at Langverwacht Cellars next to Minor Road 280 in the Langeberg municipal area, which was used during the resurfacing of the Minor Road and will be removed on completion of the project;
2. Of the explanation by the Executive Director: Technical Services, Mr. F. van Eck that vehicles of the Roads agency that are utilized by the Cape Winelands District Municipality are distinguished from other yellow fleet vehicles with a logo of the Cape Winelands District Municipality; and
3. That correspondence that should be circulated to all Councillors, must be sent from the Speaker’s Office.

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| **ACTION** | **DUE DATE** | **COMMENT** |
| Noted. |  |  |

**C.7 CONSIDERATION OF NOTICES OF MOTION (3/2/1/4)**

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None.

**C.8 CONSIDERATION OF NOTICES OF QUESTIONS (3/2/1/5)**

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**RESOLVED:**

None.

**C.9 CONSIDERATION OF MOTIONS OF EXIGENCY (3/2/1/4)**

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None.

**C.10 MINUTES**

**C.10.1 CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY, 28 JULY 2022 (3/2/1/6)**

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**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.10.1**

**RESOLVED Unanimously:**

That the minutes of the Council meeting held on Thursday, 28 July 2022 be taken as read and duly confirmed.

**C.10.2 REPORT BY THE MUNICIPAL MANAGER: ACTION MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY, 28 JULY 2022**

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**RESOLVED:**

That cognisance be taken of the communication by the Municipal Manager that all matters pertaining to the action minutes of the Council meeting held on Thursday, 28 July 2022 had been attended to.

**C.11 INTERVIEWS WITH OR PRESENTATIONS BY DEPUTATIONS**

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**C.11.1 PRESENTATION BY THE DEPUTY DIRECTOR: SPATIAL PLANNING AND ENVIRONMENTAL MANAGEMENT, MR. Q.J. BALIE: URBANISATION CHALLENGES – JDMA SUB PROJECT**

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**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.11.1**

**RESOLVED:**

\*\*\* That the matter be held in abeyance until the next Council meeting to be held on Thursday, 27 October 2022.

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| **ACTION** | **DUE DATE** | **COMMENT** |
| Mr. P.A. Williams (Spatial Planning and Environmental Management) to attend to the matter | 14 October 2022 | Matter will be submitted to Council on 27 October 2022 |

**C.12 URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

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None.

**C.13 REPORT BY THE EXECUTIVE MAYOR: MAYORAL COMMITTEE MEETING HELD ON TUESDAY, 7 JUNE 2022 (3/2/2/1)**

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The following report outlines the issues and decisions taken by the Mayoral Committee.

The relevant minutes of matters that served before the Executive Mayor and Mayoral Committee on the date indicated has been distributed to all Councillors -

**1 MEETING HELD ON 7 JUNE 2022**

**MATTER OF WHICH COGNISANCE WERE TAKEN:**

**MC.7.2 NOTIFICATION TO THE MAYORAL COMMITTEE: RESOLUTIONS BY THE EXECUTIVE MAYOR IN CONSULTATION WITH THE EXECUTIVE DEPUTY MAYOR IN TERMS OF THE SYSTEM OF DELEGATIONS RECONFIRMED BY COUNCIL AT ITEM C.4.8 ON 2 DECEMBER 2021 FOR THE INTERIM (2/4/2)**

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**RESOLVED:**

That cognisance be taken of the item that served before the Mayoral Committee.

**MC.7.3 OFFICE OF THE MUNICIPAL MANAGER, DIVISION COMMUNICATIONS: QUARTERLY REPORT FOR THE PERIOD JANUARY 2022 TO MARCH 2022 (2/10/1/1)**

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**RESOLVED:**

That cognisance be taken of the item that served before the Mayoral Committee.

**MC.7.4 DEPARTMENT: COMMUNITY DEVELOPMENT AND PLANNING SERVICES: REPORT ON THE ATTENDANCE OF THE WORLD TRAVEL MARKET (WTM) HELD FROM MONDAY, 11 APRIL 2022 TO WEDNESDAY, 13 APRIL 2022 IN CAPE TOWN**

 **(17/15/5 & 6/23/1)**

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**RESOLVED:**

That cognisance be taken of the item that served before the Mayoral Committee.

**MC.7.5 DEPARTMENT: COMMUNITY DEVELOPMENT AND PLANNING SERVICES: REPORT ON THE ATTENDANCE OF THE TOURISM EXPO, DURBAN INTERNATIONAL CONVENTION CENTRE (DICC), HELD FROM MONDAY, 2 MAY 2022 TO THURSDAY, 5 MAY 2022 (10/1/7/1)**

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**RESOLVED:**

That cognisance be taken of the item that served before the Mayoral Committee.

**MATTER OF WHICH RESOLUTIONS WERE TAKEN:**

**MC.8.2.1 MONTHLY PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS: MAY 2022 (4/12/5, 1/1/1 & 3/2/5/13)**

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**RESOLVED:**

That cognisance be taken of the decision taken by the Executive Mayor together with the Mayoral Committee.

**MC.8.2.2 IMPLEMENTATION OF THE LOCAL GOVERNMENT: MUNICIPAL STAFF REGULATIONS NO. 890 AND LOCAL GOVERNMENT: GUIDELINES FOR THE IMPLEMENTATION OF THE MUNICIPAL STAFF REGULATIONS NO. 891 (4/8/R & 12/1/1/10)**

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**RESOLVED:**

That cognisance be taken of the decision taken by the Executive Mayor together with the Mayoral Committee.

**MC.8.3.1 DIVISION: FIRE SERVICES: 2021/2022 VELD FIRE SEASON ASSESSMENT REPORT (17/5/2)**

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**RESOLVED:**

That cognisance be taken of the decision taken by the Executive Mayor together with the Mayoral Committee.

**C.14 MATTERS FOR NOTIFICATION**

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**C.14.1 NOTICE TO COUNCIL: MINUTES OF THE MEETING OF THE RULES COMMITTEE HELD ON TUESDAY, 28 JUNE 2022 (3/2/3/1)**

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**PURPOSE OF SUBMISSION**

That Council take cognisance of the minutes of the meeting of the Rules Committee held on Tuesday, 28 June 2022.

**BACKGROUND**

In terms of section 79 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998),as amended:

1. A municipal council may –
2. 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;
3. appoint the members of such a committee from among its members; and
4. dissolve a committee at any time.

(2) The municipal council –

1. 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;

(e) may authorise a committee to co-opt advisory members who are not members of the council within the limits determined by the council;

(f) may remove a member of a committee at any time; and

(g)may determine a committee’s procedure.

At Item C.15.3 of 27 January 2022 Council resolved that:

(a) The Rules Committee be re-established in terms of section 79 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998)*;*

1. The following Whips of political parties represented in Council be appointed as members of the Rules Committee:

Cllr. W.M. Blom (DA)

Cllr. A.J. du Plessis (VF Plus)

Cllr. M.S. Liebenberg (PA)

Cllr. L. Ngwane (EFF)

Cllr. A.J. Pedro (GOOD)

Cllr. C.F. Wilskut (BO)

Cllr. M.H. Yabo (ANC)

1. Members of the Rules Committee be appointed in terms of section 79(1)(b) of the Act, of which the Executive Mayor will be appointed *ex officio,* taking into account that section 160(8) of the Constitution of the Republic of South Africa, 1996entitles members of committees of municipal councils to participate in the proceedings of a council and its committees in a manner that allows parties and interests reflected within the Council, to be fairly represented;

(d) The Speaker be appointed as Chairperson of the Rules Committee in terms of section 79(2)(c) of the Act;

(e) The function/terms of reference of the Rules Committee shall be to make recommendations to Council regarding matters affecting the procedures and policies of the municipal Council and its Councillors in terms of section 79(2) of the Act;

(f) Cognisance be taken of the fact that the Rules of Order adopted by Council stipulates in Clause 2(1) thereof that the relevant Rules of Order will also be applicable to all committees of Council (i.e. section 79 committees).

**COMMENT**

\*\*\* Attached as Annexure “A” is a copy of the minutes of the meeting of the Rules Committee held on Tuesday, 28 June 2022.

**RECOMMENDATION BY MUNICIPAL MANAGER:**

That Council take cognisance of the minutes of the meeting of the Rules Committee held on Tuesday, 28 June 2022.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.14.1**

**RESOLVED: (Unopposed)**

That cognisance be taken of the minutes of the meeting of the Rules Committee held on Tuesday, 28 June 2022.

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| --- | --- | --- |
| **ACTION** | **DUE DATE** | **COMMENT** |
| Noted. |  |  |

**C.14.2 THE WESTERN CAPE PROVINCIAL TREASURY’S 2021/22 THIRD QUARTER FINANCIAL AND NON-FINANCIAL PERFORMANCE REPORT**

 **(2/9/2/1)**

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**PURPOSE OF SUBMISSION**

That Council takes cognisance of the Western Cape Provincial Treasury’s Report on the 2021/22 Third Quarter Financial and Non-Financial performance.

**BACKGROUND**

\*\*\* Attached as Annexure “A” is the 2021/22 Third Quarter Financial and Non-Financial performance Report.

**TECHNICAL**

The 2021/22 Western Cape Provincial Treasury’s Report on the 2021/22 Third Quarter Financial and Non-Financial performance indicates clearly that the Cape Winelands District Municipality financial performance is on track for the third quarter with regards to the operating budget; capital budget spend needs to be improved.

Furthermore, it is indicated that the Cape Winelands District Municipality complied with the requirements of section 52(d) of the Local Government: Municipal Finance Management Act (MFMA) as well as Schedule C of the Municipal Budget and Reporting Regulations (MBRR) insofar the development of the performance report is concerned. Financial performance is on track for this quarter with regards to the operating budget; capital budget spend needs to be improved.

Non-financial performance for the period under review shows a decline from the last quarter’s performance. The Municipality needs to give specific attention to matters highlighted in the report to achieve its planned targets by the end of the financial year.

*Comment prepared by: Ms. N. Sigwela*

**IMPLICATIONS**

**PERSONNEL**

None.

*Comment prepared by: Ms. G.C.N. Julie*

**FINANCIAL**

None.

*Comment prepared by: Ms. F.A. du Raan-Groenewald*

**LEGAL**

In terms of section 52(d) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), the mayor of a municipality must within 30 days of the end of each quarter, submit a report to council on the implementation of the budget and the financial state of affairs of the municipality.

The main purpose of the assessment process of the Third Quarter Report in terms of section 52(d) by Provincial Treasury is to determine the extent to which the report conforms to the legislative prescripts of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and the Municipal Budget and Reporting Regulations (MBRR).

The quarterly report was reviewed to measure the variances between planned and actual performance and to monitor the integration and alignment between financial and non-financial performance information.

*Comment prepared by: Ms. W.M. Neethling*

**RECOMMENDATION BY MUNICIPAL MANAGER:**

That Council take cognisance of the Western Cape Provincial Treasury’s Report on the 2021/22 Third Quarter Financial and Non-Financial performance.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.14.2**

**RESOLVED: (Unopposed)**

That cognisance be taken of the Western Cape Provincial Treasury’s Report on the 2021/22 Third Quarter Financial and Non-Financial performance, attached as Annexure “A” to the agenda item.

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| **ACTION** | **DUE DATE** | **COMMENT** |
| Noted. |  |  |

**C.15 MATTERS FOR CONSIDERATION**

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**C.15.1 MONTHLY PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS: JUNE 2022 (4/12/5, 1/1/1 & 3/2/5/13)**

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**PURPOSE OF SUBMISSION**

That Council consider the monthly Municipal Minimum Competency Levels Progress Report for June 2022.

MUNICIPAL MINIMUM COMPETENCE COMPLIANCE LEVEL

Number of Municipal Officials that must comply with the MMCL 82

Number of Municipal Officials that comply with MMCL 75

Number of Municipal Officials that are currently in the process 7

to obtain the necessary qualifications

**BACKGROUND**

The Municipal Regulations on Minimum Competency Levels were first issued on 15 June 2007. This required municipalities and municipal entities to achieve full compliance by 1 January 2013. The Regulations required officials holding key positions and those that are responsible for financial management to comply with the prescribed minimum competencies relevant to their positions.

In April 2012 the National Treasury issued MFMA Circular 60 aimed at assisting municipalities who were experiencing difficulties in complying with the legislation for officials already in the employ of the municipality. In accordance with the Circular, municipalities could apply to the National Treasury to consider a delay in enforcement of certain provisions of the regulations as a “Special Merit Case”.

On 14 March 2014 the National Treasury issued a MFMA Exemption Notice to delay the enforceability of the Regulations. This Exemption Notice lapsed on 30 September 2015.

After consultation with key stakeholders and correspondence received from municipalities regarding the challenges faced in attracting and retaining key skills as a result of the prescribed minimum competency level requirements, a decision was taken to further exempt municipalities and municipal entities from the application of regulations 15 and 18 of the Municipal Regulations on Minimum Competency Levels for a period of 18 months from 3 February 2017.

**COMMENT**

\*\*\* On 3 February 2017, MFMA Exemption Notice 40593 was issued in terms of section 177(1) (b) of the MFMA relating to exemption from compliance with Regulations 15 and 18 of the Municipal Regulations on Minimum Competency levels (attached as Annexure “A”).

Paragraphs 2.5 and 2.6 of the MFMA Exemption Notice stipulate as follows:

* 1. *A municipality must –*
1. *Submit a report to the National Treasury on the implementation of the conditions referred to in paragraph 2.1(a), in respect of the municipality and each of its entities in such format and on such dates as the National Treasury determines; and*

*(b) On a monthly basis, submit to the National Treasury and the relevant Provincial Treasury a report with details of –*

1. *Employment contracts of officials appointed by virtue of this Notice;*

*(ii) Registration with accredited training providers; and*

*(iii) Progress made in attaining the minimum competency levels.*

*2.6 The report envisaged in paragraph 2.5(b) must be tabled at each municipal council meeting to enable the council to –*

1. *Enforce the Regulations and this Notice; and*
2. *Institute corrective action as may be required.*

In terms of compliance with the Municipal Regulations on Minimum Competency Levels of officials at the Cape Winelands District Municipality, they are grouped as follows:

**Municipal Manager:**

* 1 x official complies with the prescribed Unit Standards

**Chief Financial Officer:**

* 1 x official complies with the prescribed Unit Standards

**Senior Managers:**

* 2 x officials comply with the prescribed Unit Standards

**Supply Chain Management Head:**

* 1 x official complies with the prescribed Unit Standards

**Supply Chain Management Manager -** *"supply chain management manager", in relation to a municipality or municipal entity, means an official of the municipality or entity involved in the implementation of the supply chain management policy of the municipality or entity and who is directly accountable to the head of the supply chain management unit of the municipality or entity.*

* 1 x official complies with the prescribed Unit Standards

**Financial Officials at Middle Management Level -** *"middle management level" means a management level associated with persons in middle management positions for supervising staff, and includes- (a) an official directly accountable to a manager in the senior management level; or (b) a person that occupied a position in a management level, outside the local government sphere.*

* 19 x officials comply with the prescribed Unit Standards
* 3 x new appointees complied by April 2019

**Officials involved in Implementation of Supply Chain Management Policy: Officials with Financial Delegations**

* 28 x officials comply with the prescribed Unit Standards
* 1 x new appointee complied by September 2021

*The following 7 x new appointees* to comply within 18 months from the commencement of the new MFMP, following the appointment of an accredited service provider:

**Job Title Appointment Date**

Director: Roads - 01/04/2022

Deputy Director: Roads - 01/11/2021

Deputy Director: Resealing & Maintenance - 01/07/2021

Deputy Director: Construction & Maintenance - 01/05/2020

Manager: Office of Executive Mayor - 10/02/2022

Occupational Health & Safety Officer - 01/04/2022

Chief Audit Executive - 01/05/2022

**Officials involved in Implementation of Supply Chain Management Policy: Officials serving on Supply Chain Management Bid Committees**

* 16 x officials comply with the prescribed Unit Standards
* 2 x new appointees complied by July 2021

In order to effectively address the above situation, the Cape Winelands District Municipality embarked on a formal tender process to ensure the procurement of an accredited Municipal Finance Management Programme (MFMP) service provider. In March 2016 Kgolo Institute was appointed on a three-year contract as the preferred service provider for the CWDM’s Municipal Finance Management Programme. The Municipal Finance Management Programme were implemented via three intakes over the three-year contract period.

**Intake 1** consisted of a combination of CWDM officials, those affected by the MFMA Regulations on Minimum Competency Levels, as well as those middle and junior management officials not affected by the MFMA Regulations on Minimum Competency Levels. Intake 1 concluded in January 2017.

**Intake 2** commenced on 19 June 2017 and consisted of officials affected by the MFMA Regulations on Minimum Competency Levels, who have not participated in the previous Municipal Finance Management Programmes (MFMP). Intake 2 concluded in April 2018 and ensured that these officials were in full compliance with the prescribed competency levels on 02 August 2018, as stipulated in the MFMA Exemption Notice 40593.

**Intake 3** commenced in July 2018 and consisted of outstanding middle and junior managers within the Cape Winelands District Municipality who are *not affected* by the Minimum Competency Levels. New appointees (Management Officials appointed after 3 February 2017 in terms of the MFMA Exemption Notice 40593) affected by the MMCL also formed part of Intake 3. Intake 3 concluded in April 2019.

Receipts of Statement of Results are administered by the LGSETA. Currently, the LGSETA has huge backlogs in terms of providing municipalities with these results. A number of affected CWDM officials have completed several Unit Standards and are currently awaiting their Statement of Results. However, until such time that the CWDM receive these Statement of Results issued by the LGSETA, it cannot be reflected in this report.

**New Appointees - As from January 2019 (Not part of Intake 3)** - All new employees appointed after 1 January 2019 affected by the MFMA Exemption Notice 40593 will embark on a Municipal Finance Management Programme in order to ensure full compliance to the MMCL regulations. On 25 October 2019 the CWDM appointed Stellenbosch University (School of Public Leadership) as the new MFMP service provider. Affected officials commenced with the MFMP on 19 March 2020, however, the Covid-19 Lockdown negatively influenced the course schedules resulting in the postponement of the course, meaning that these affected learners completed their modules in September 2021.

Seven (7) new appointments made respectively in 2020 and 2021 **(officials involved in the implementation of Supply Chain Management policy: officials with financial delegations),** together with three (3) new Financial Interns embarked on the Municipal Finance Management Programme with Next Step Academy (Pty) Ltd, who was appointed as the accredited service provider for the implementation of the Municipal Finance Management Programme the latter commenced on 19 April 2022 and will run until 30 June 2023.

Newly appointed officials (those appointed after the 3rd of February 2017) affected by the Municipal Minimum Competency Levels, are also required to sign Memorandums of Agreement stipulating the consequences to officials should the refuse to partake in the MFMP and complete the relevant Unit Standards, within the prescribed 18 months of their appointment dates.

**IMPLICATIONS**

**PERSONNEL**

The Exemption Notice is applicable to existing officials who are in the employ of municipalities and municipal entities and new appointments. With regard to officials who were already in the employment of municipalities and municipal entities prior to 3 February 2017, these officials were given until 2 August 2018 to complete the outstanding prescribed Unit Standards to ensure full compliance with the Regulation.

To give effect to Exemption Notice 40593, all affected officials already in the employ of the Cape Winelands District Municipality involved in the implementation of the Supply Chain Management policy of the Municipality who must meet the prescribed financial management competency levels, signed Memorandums of Agreement which, inter alia, stipulated the consequences to officials should they refuse to either complete their outstanding Unit Standards and/or refuse to participate in the Municipal Finance Management Programme (MFMP).

Newly appointed officials (those appointed after 3 February 2017) affected by the Municipal Minimum Competency Levels, are also required to sign Memorandums of Agreement stipulating the consequences to officials should they refuse to partake in the MFMP and complete the relevant Unit Standards, within the prescribed 18 months of their appointment dates.

*Comment prepared by: Ms. G.C.N. Gilbert*

**FINANCIAL**

Sufficient provision has been made in the 2021/2022 financial year for MMCL training of newly appointed employees.

*Comment prepared by: Ms. F.A. du Raan-Groenewald*

**LEGAL**

Section 119(1) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) stipulates that the accounting officer and all other officials of a municipality or a municipal entity involved in the implementation of the supply chain management policy of the municipality must meet the prescribed financial management competency levels, whilst section 119(2) stipulates that a municipality and a municipal entity must for the purposes of subsection 119(1) provide resources or opportunities for the training of officials referred to in that subsection to meet the prescribed competency levels.

In terms of regulation 13 of the Municipal Regulations on Minimum Competency Levels, 2007 the municipal manager of a municipality and the chief executive officer of a municipal entity must ensure that competencies of all financial officials and supply chain management officials are assessed in order to identify and address gaps in competency levels of those officials.

In terms of regulation 14(1) of the Municipal Regulations on Minimum Competency Levels, 2007 the municipal manager of a municipality and the chief executive officer of a municipal entity must monitor, and take any necessary steps to ensure compliance with the prescribed minimum competency levels for Financial officials and supply chain management officials within the time frames set out in regulation 15.

*Comment prepared by: Ms. W.M. Neethling*

**RECOMMENDATION BY MUNICIPAL MANAGER:** That –

1. The Executive Mayor and Mayoral Committee take cognisance of the monthly Municipal Minimum Competency Levels Progress Report for June 2022;
2. The Executive Mayor together with the Mayoral Committee consider to recommend to Council to consider the monthly Municipal Minimum Competency Levels Progress Report for June 2022.

**MAYORAL COMMITTEE: 2 AUGUST 2022: ITEM MC.8.2.1**

**RESOLVED:** That –

1. Cognisance be taken of the monthly Municipal Minimum Competency Levels Progress Report for June 2022;
2. It be recommend to Council to consider the monthly Municipal Minimum Competency Levels Progress Report for June 2022.

**RECOMMENDATION BY MAYORAL COMMITTEE:**

That Council consider the monthly Municipal Minimum Competency Levels Progress Report for June 2022.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.15.1**

**RESOLVED: (37 Councillors)**

That the monthly Municipal Minimum Competency Levels Progress Report for June 2022, be approved.

|  |  |  |
| --- | --- | --- |
| **ACTION** | **DUE DATE** | **COMMENT** |
| Noted. |  |  |

**C.15.2 MONTHLY PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS: JULY 2022 (4/12/5, 1/1/1 & 3/2/5/13)**

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**PURPOSE OF SUBMISSION**

That Council consider the monthly Municipal Minimum Competency Levels Progress Report for July 2022.

MUNICIPAL MINIMUM COMPETENCE COMPLIANCE LEVEL

Number of Municipal Officials that must comply with the MMCL 82

Number of Municipal Officials that comply with MMCL 75

Number of Municipal Officials that are currently in the process 7

to obtain the necessary qualifications

**BACKGROUND**

The Municipal Regulations on Minimum Competency Levels were first issued on 15 June 2007. This required municipalities and municipal entities to achieve full compliance by 1 January 2013. The Regulations required officials holding key positions and those that are responsible for financial management to comply with the prescribed minimum competencies relevant to their positions.

In April 2012 the National Treasury issued MFMA Circular 60 aimed at assisting municipalities who were experiencing difficulties in complying with the legislation for officials already in the employ of the municipality. In accordance with the Circular, municipalities could apply to the National Treasury to consider a delay in enforcement of certain provisions of the regulations as a “Special Merit Case”.

On 14 March 2014 the National Treasury issued a MFMA Exemption Notice to delay the enforceability of the Regulations. This Exemption Notice lapsed on 30 September 2015.

After consultation with key stakeholders and correspondence received from municipalities regarding the challenges faced in attracting and retaining key skills as a result of the prescribed minimum competency level requirements, a decision was taken to further exempt municipalities and municipal entities from the application of Regulations 15 and 18 of the Municipal Regulations on Minimum Competency Levels for a period of 18 months from 3 February 2017.

**COMMENT**

\*\*\* On 3 February 2017, MFMA Exemption Notice 40593 was issued in terms of section 177(1) (b) of the MFMA relating to exemption from compliance with Regulations 15 and 18 of the Municipal Regulations on Minimum Competency levels (attached as Annexure “A”).

Paragraphs 2.5 and 2.6 of the MFMA Exemption Notice stipulate as follows:

* 1. *A municipality must –*
1. *Submit a report to the National Treasury on the implementation of the conditions referred to in paragraph 2.1(a), in respect of the municipality and each of its entities in such format and on such dates as the National Treasury determines; and*

*(b) On a monthly basis, submit to the National Treasury and the relevant Provincial Treasury a report with details of –*

1. *Employment contracts of officials appointed by virtue of this Notice;*

*(ii) Registration with accredited training providers; and*

*(iii) Progress made in attaining the minimum competency levels.*

*2.6 The report envisaged in paragraph 2.5(b) must be tabled at each municipal council meeting to enable the council to –*

1. *Enforce the Regulations and this Notice; and*
2. *Institute corrective action as may be required.*

In terms of compliance with the Municipal Regulations on Minimum Competency Levels of officials at the Cape Winelands District Municipality, they are grouped as follows:

**Municipal Manager:**

* 1 x official complies with the prescribed Unit Standards

**Chief Financial Officer:**

* 1 x official complies with the prescribed Unit Standards

**Senior Managers:**

* 2 x officials comply with the prescribed Unit Standards

**Supply Chain Management Head:**

* 1 x official complies with the prescribed Unit Standards

**Supply Chain Management Manager -** *"supply chain management manager", in relation to a municipality or municipal entity, means an official of the municipality or entity involved in the implementation of the supply chain management policy of the municipality or entity and who is directly accountable to the head of the supply chain management unit of the municipality or entity.*

* 1 x official complies with the prescribed Unit Standards

**Financial Officials at Middle Management Level -** *"middle management level" means a management level associated with persons in middle management positions for supervising staff, and includes- (a) an official directly accountable to a manager in the senior management level; or (b) a person that occupied a position in a management level, outside the local government sphere.*

* 22 x officials comply with the prescribed Unit Standards

**Officials involved in Implementation of Supply Chain Management Policy: Officials with Financial Delegations**

* 29 x officials comply with the prescribed Unit Standards

*The following 7 x new appointees* to comply within 18 months from the commencement of the new MFMP, following the appointment of an accredited service provider:

**Job Title Appointment Date**

Director: Roads - 01/04/2022

Deputy Director: Roads - 01/11/2021

Deputy Director: Resealing & Maintenance - 01/07/2021

Deputy Director: Construction & Maintenance - 01/05/2020

Manager: Office of Executive Mayor - 10/02/2022

Occupational Health & Safety Officer - 01/04/2022

Chief Audit Executive - 01/05/2022

**Officials involved in Implementation of Supply Chain Management Policy: Officials serving on Supply Chain Management Bid Committees**

* 18 x officials comply with the prescribed Unit Standards

In order to effectively address the above situation, the Cape Winelands District Municipality embarked on a formal tender process to ensure the procurement of an accredited Municipal Finance Management Programme (MFMP) service provider. In March 2016 Kgolo Institute was appointed on a three-year contract as the preferred service provider for the CWDM’s Municipal Finance Management Programme. The Municipal Finance Management Programme were implemented via three intakes over the three-year contract period.

**Intake 1** consisted of a combination of CWDM officials, those affected by the MFMA Regulations on Minimum Competency Levels, as well as those middle and junior management officials not affected by the MFMA Regulations on Minimum Competency Levels. Intake 1 concluded in January 2017.

**Intake 2** commenced on 19 June 2017 and consisted of officials affected by the MFMA Regulations on Minimum Competency Levels, who have not participated in the previous Municipal Finance Management Programmes (MFMP). Intake 2 concluded in April 2018 and ensured that these officials were in full compliance with the prescribed competency levels on 02 August 2018, as stipulated in the MFMA Exemption Notice 40593.

**Intake 3** commenced in July 2018 and consisted of outstanding middle and junior managers within the Cape Winelands District Municipality who are *not affected* by the Minimum Competency Levels. New appointees (Management Officials appointed after 3 February 2017 in terms of the MFMA Exemption Notice 40593) affected by the MMCL also formed part of Intake 3. Intake 3 concluded in April 2019.

Receipts of Statement of Results are administered by the LGSETA. Currently, the LGSETA has huge backlogs in terms of providing municipalities with these results. A number of affected CWDM officials have completed several Unit Standards and are currently awaiting their Statement of Results. However, until such time that the CWDM receive these Statement of Results issued by the LGSETA, it cannot be reflected in this report.

**New Appointees - As from January 2019 (Not part of Intake 3)** - All new employees appointed after 1 January 2019 affected by the MFMA Exemption Notice 40593 will embark on a Municipal Finance Management Programme in order to ensure full compliance to the MMCL regulations. On 25 October 2019 the CWDM appointed Stellenbosch University (School of Public Leadership) as the new MFMP service provider. Affected officials commenced with the MFMP on 19 March 2020, however, the Covid-19 Lockdown negatively influenced the course schedules resulting in the postponement of the course, meaning that these affected learners completed their modules in September 2021.

Seven (7) new appointments made respectively in 2020 and 2021 **(officials involved in the implementation of Supply Chain Management policy: officials with financial delegations),** together with three (3) new Financial Interns embarked on the Municipal Finance Management Programme with Next Step Academy (Pty) Ltd, who was appointed as the accredited service provider for the implementation of the Municipal Finance Management Programme that commenced on 19 April 2022 and will run until 30 June 2023.

Newly appointed officials (those appointed after the 3rd of February 2017) affected by the Municipal Minimum Competency Levels, are also required to sign Memorandums of Agreement stipulating the consequences to officials should the refuse to partake in the MFMP and complete the relevant Unit Standards, within the prescribed 18 months of their appointment dates.

**IMPLICATIONS**

**PERSONNEL**

The Exemption Notice is applicable to existing officials who are in the employ of municipalities and municipal entities and new appointments. With regard to officials who were already in the employment of municipalities and municipal entities prior to 3 February 2017, these officials were given until 2 August 2018 to complete the outstanding prescribed Unit Standards to ensure full compliance with the Regulation.

To give effect to Exemption Notice 40593, all affected officials already in the employ of the Cape Winelands District Municipality involved in the implementation of the Supply Chain Management policy of the Municipality who must meet the prescribed financial management competency levels, signed Memorandums of Agreement which, inter alia, stipulated the consequences to officials should they refuse to either complete their outstanding Unit Standards and/or refuse to participate in the Municipal Finance Management Programme (MFMP).

Newly appointed officials (those appointed after 3 February 2017) affected by the Municipal Minimum Competency Levels, are also required to sign Memorandums of Agreement stipulating the consequences to officials should they refuse to partake in the MFMP and complete the relevant Unit Standards, within the prescribed 18 months of their appointment dates.

*Comment prepared by: Ms. G.C.N. Gilbert*

**FINANCIAL**

Sufficient provision has been made in the 2022/2023 financial year for MMCL training of newly appointed employees.

*Comment prepared by: Ms. F.A. du Raan-Groenewald*

**LEGAL**

Section 119(1) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) stipulates that the accounting officer and all other officials of a municipality or a municipal entity involved in the implementation of the supply chain management policy of the municipality must meet the prescribed financial management competency levels, whilst section 119(2) stipulates that a municipality and a municipal entity must for the purposes of subsection 119(1) provide resources or opportunities for the training of officials referred to in that subsection to meet the prescribed competency levels.

In terms of regulation 13 of the Municipal Regulations on Minimum Competency Levels, 2007 the municipal manager of a municipality and the chief executive officer of a municipal entity must ensure that competencies of all financial officials and supply chain management officials are assessed in order to identify and address gaps in competency levels of those officials.

In terms of regulation 14(1) of the Municipal Regulations on Minimum Competency Levels, 2007 the municipal manager of a municipality and the chief executive officer of a municipal entity must monitor, and take any necessary steps to ensure compliance with the prescribed minimum competency levels for Financial officials and supply chain management officials within the time frames set out in regulation 15.

*Comment prepared by: Ms. W.M. Neethling*

**RECOMMENDATION BY MUNICIPAL MANAGER:** That –

1. The Executive Mayor and Mayoral Committee take cognisance of the monthly Municipal Minimum Competency Levels Progress Report for July 2022;
2. The Executive Mayor together with the Mayoral Committee consider to recommend to Council to consider the monthly Municipal Minimum Competency Levels Progress Report for July 2022.

**MAYORAL COMMITTEE: 2 AUGUST 2022: ITEM MC.8.2.2**

**RESOLVED:** That –

1. Cognisance be taken of the monthly Municipal Minimum Competency Levels Progress Report for July 2022;
2. It be recommended to Council to consider the monthly Municipal Minimum Competency Levels Progress Report for July 2022.

**RECOMMENDATION BY MAYORAL COMMITTEE:**

**RESOLVED:**

That Council consider the monthly Municipal Minimum Competency Levels Progress Report for July 2022.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.15.2**

**RESOLVED: (37 Councillors)**

That the monthly Municipal Minimum Competency Levels Progress Report for July 2022, be approved.

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| --- | --- | --- |
| **ACTION** | **DUE DATE** | **COMMENT** |
| Noted. |  |  |

**C.15 MATTERS FOR CONSIDERATION**

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**C.15.3** **DRAFT CAPE WINELANDS DISTRICT MUNICIPALITY 2023/2024 IDP/BUDGET TIME SCHEDULE TO REVIEW THE 2022/2023 – 2026/2027 CAPE WINELANDS DISTRICT MUNICIPALITY 1st REVIEW INTEGRATED DEVELOPMENT PLAN (IDP), PERFORMANCE MANAGEMENT SYSTEM (PMS) AND MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF) FOR THE 2023/2024, 2024/2025 AND 2025/2026 FINANCIAL YEARS**

 **(2/9/R, 5/1/R & 2/10/R)**

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**PURPOSE OF SUBMISSION**

That Council consider to approve the draft Cape Winelands District Municipality 2023/2024 IDP/Budget Time Schedule in order to review the 2022/2023 - 2026/2027 Cape Winelands District Municipality 1stReview Integrated Development Plan (IDP), Performance Management System (PMS) and Medium Term Revenue and Expenditure Framework (MTREF) for the 2023/2024, 2024/2025 and 2025/2026 financial years.

**BACKGROUND**

The annual budget and the IDP are inextricably linked to one another, something that has been formalised through the promulgation of section 21(1) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) which states that –

The mayor of a municipality must –

1. coordinate the processes for preparing the annual budget and for reviewing the municipality’s integrated development plan and budget-related policies to ensure that the tabled budget and any revisions of the integrated development plan and budget-related policies are mutually consistent and credible;
2. at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for–
3. the preparation, tabling and approval of the annual budget;
4. the annual review of –

(aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and

(bb) the budget related policies.

1. the tabling and adoption of any amendments to the integrated development plan and the budget-related policies; and

(iv) the consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii).

It should be noted that the IDP/Budget Time Schedule is guided and informed by the District Framework Plan and Process Plan which was adopted by Council on 28 April 2022.

**COMMENT**

\*\*\* Attached as Annexure "A" is a copy of the draft Cape Winelands District Municipality 2023/2024 IDP/Budget Time Schedule in order to review the 2022/2023 - 2026/2027 Cape Winelands District Municipality 1st Review IDP, PMS and MTREF for the 2023/2024, 2024/2025 and 2025/2026 financial years.

\*\*\* Attached as Annexure "B" is a copy of the approved Cape Winelands District Framework Plan, Process Plan and Council resolution.

**IMPLICATIONS**

**PERSONNEL**

None.

*Comment prepared by: Ms. G.C.N. Julie*

**FINANCIAL**

R132 670 has been appropriated in respect of public participation processes in the 2023/2024 Annual Budget as displayed below:

|  |  |  |
| --- | --- | --- |
| **Cost Code** | **Item Description** | **Amount** |
| 11512222630000 | Events (Transport) | R45 000 |
| 11512223080000 | Hire Charges (Venue) | R500 |
| 11512201270000 | Catering Services | R64 170 |
| 11512200590000 | Translator, scribes, and editors | R17 000 |
| 11512201670000 | Stage and sound crew | R6 000 |
| **TOTAL R132 670** |

*Comment prepared by: Ms. F.A. du Raan-Groenewald*

**LEGAL**

Council must in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) adopt a process, which is set out in writing, for the planning, formulation, adoption and revision of the Integrated Development Plan (IDP).

Section 29(1) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) stipulates that the process followed by a municipality to draft is integrated development plan, including its consideration and adoption of the draft plan, must:

1. be in accordance with a predetermined programme specifying the time frames for the different planning steps;
2. through appropriate mechanisms, processes and procedures, allow for consultation and participation of local communities, organs of state, traditional authorities, and other role players in the integrated development plan;
3. provide for the identification of all plans and planning requirements binding on the municipality in terms of national and provincial legislation; and
4. be consistent with any other matters that may be prescribed by legislation.

Section 29(2) stipulates that a district municipality must-

1. plan integrated development for the area of the district municipality as a whole, but in close consultation with the local municipalities in that area;
2. align its integrated development plan with the framework adopted in terms of section 27; and
3. draft its integrated development plan, taking into account the integrated development processes of and proposal submitted to it by the local municipalities in that area.

The integrated development planning is contained in Chapter 5 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)

*Comment prepared by: Ms. W.M. Neethling*

**RECOMMENDATION BY MUNICIPAL MANAGER:** That –

That the Executive Mayor together with the Mayoral Committee consider to recommend to Council to approve the draft Cape Winelands District Municipality 2023/2024 IDP/Budget Time Schedule in order to review the 2022/2023 - 2026/2027 Cape Winelands District Municipality 1st Review Integrated Development Plan (IDP), Performance Management System (PMS) and Medium Term Revenue and Expenditure Framework (MTREF) for the 2023/2024, 2024/2025 and 2025/2026 financial years.

**MAYORAL COMMITTEE: 2 AUGUST 2022: ITEM MC.8.1.1**

**RESOLVED:**

That it be recommended to Council to approve the draft Cape Winelands District Municipality 2023/2024 IDP/Budget Time Schedule in order to review the 2022/2023 - 2026/2027 Cape Winelands District Municipality 1st Review Integrated Development Plan (IDP), Performance Management System (PMS) and Medium Term Revenue and Expenditure Framework (MTREF) for the 2023/2024, 2024/2025 and 2025/2026 financial years.

**RECOMMENDATION BY MAYORAL COMMITTEE:**

That Council consider to approve the draft Cape Winelands District Municipality 2023/2024 IDP/Budget Time Schedule in order to review the 2022/2023 - 2026/2027 Cape Winelands District Municipality 1st Review Integrated Development Plan (IDP), Performance Management System (PMS) and Medium Term Revenue and Expenditure Framework (MTREF) for the 2023/2024, 2024/2025 and 2025/2026 financial years.

**COUNCIL MEETING: 25 AUGUST 2022: ITEM C.15.3**

**RESOLVED: (37 Councillors)**

That the draft Cape Winelands District Municipality 2023/2024 IDP/Budget Time Schedule in order to review the 2022/2023 - 2026/2027 Cape Winelands District Municipality 1st Review Integrated Development Plan (IDP), Performance Management System (PMS) and Medium Term Revenue and Expenditure Framework (MTREF) for the 2023/2024, 2024/2025 and 2025/2026 financial years, be approved.

|  |  |  |
| --- | --- | --- |
| **ACTION** | **DUE DATE** | **COMMENT** |
| Office of the Municipal Manager (IDP, Performance and Risk Management) to attend to the advertisement | 31 August 2022 | Matter will be advertised in the media from Friday, 26 August 2022 |

**C.16 CONCLUSION**

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The agenda was concluded at 10:45.

CONFIRMED ON THIS DAY OF 2022.

SPEAKER

DAH/iw

**CAPE WINELANDS DISTRICT MUNICIPALITY**

**COUNCIL MEETING**

**THURSDAY, 25 AUGUST 2022 AT 10:00**

**M I N U T E S**

|  |  |  |
| --- | --- | --- |
| **ITEM** |  | **PAGE** |
|  |  |  |
| C.1 | OPENING |  |
|  |  |  |
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