

ORDINARY COUNCIL MEETING

SUPPLEMENTARY ITEMS

Date : 29 JUNE 2018
Time: 10:00
Venue : Kouga Council Chamber
(Jeffreys Bay Unit)

KOUGA MUNICIPALITY (EC108)	UMASIPALA I-KOUGA (EC108)	MUNISIPALITEIT KOUGA (OK108)
NOTICE CONVENING A MEETING	**ISAZISO NGENTLANGANISO**	**KENNISGEWING VAN VERGADERING**
NOTICE IS HEREBY GIVEN that an Ordinary Council Meeting will be held in the **Kouga Council Chambers, (Jeffreys Bay Unit** on	**OKU KUKWAZISA OKOKUBA** intlanganiso yesigqeba Ye-khansile **eyakuba-kwikhansile yase Kouga (Jeffreys Bay)**	**KENNIS GESKIED HIERMEE** dat 'n Gewone Raadsvergadering in die **Kouga Raadsaal, (Jeffreys-baai Eenheid)** gehou sal word op
DATE: 29 June 2018	**UMHLA: 29 Isilimela 2018**	**DATUM: 29 Junie 2018**
TIME: 10:00	**IXESHA: 10:00**	**TYD: 10:00**
H. BORNMAN **SPEAKER**	**H. BORNMAN** **USOMLOMO**	**H. BORNMAN** **WOORDVOERDER**

SUPPLEMENTARY AGENDA

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CONFIDENTIAL

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3.1 **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

18/06/MPAC1 Write-Off of Irregular Expenditure

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REPORTS BY THE PORTFOLIO CHAIRPERSON: FINANCE

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 June 2018 **ITEM NO: 18/06/F5**

OUTSTANDING CURRENT LAND MATTERS ON THE LEASING AND DISPOSAL OF MUNICIPAL PROPERTIES

1. Introduction

The purpose of this item is to seek Council's approval of the market related valuations relating to the leasing and disposal of municipal properties, in order for the outstanding processes to be concluded.

2. Background

With reference to Council resolutions taken at the meetings held on 31 August 2017 (ordinary); 19 December 2017 (special) and 7 March 2018 (special), this report deals with all current outstanding land matters.

The following legislation, Council policies and National Treasury circulars are to be considered:

i) Department of National Treasury "Accounting and Reporting for Immovable Assets (Property)" – updated in May 2018:

"3. Valuation Methods:

The Asset Register Task Team (National Government Task Team on Immovable Asset Registers) has recommended three methods to be considered in determining the fair values of immovable assets:

- *Municipal valuation rolls (and supplementary rolls) can be utilised as the default method to determine a fair value as deemed cost. Municipal valuations must comply with the Municipal Property Rates Act, 2004 which, requires a market related value to be determined. The municipal rolls where rates are paid in accordance with the rolls are considered to be third party documents (independent from the department) and the audit outcome of the municipality thus irrelevant. Where the Municipal value is disputed an alternative fair value should be determined.*
- *Market based value (Sales Comparison method): – This method takes into account comparable properties that have been sold recently in the same area and adjustments for rights, location, time, size, shape and layout. It can be used in the absence of Municipal values or where MVR values were*

deemed to be outdated Accounting for Immovable Assets (Property) Updated March 2017 Page 22 of 37 /unreliable (with reasons documented). This method can be used for vacant land, farms & some residential properties.

- *Depreciated replacement cost – value calculated by using the acquisition"*

ii) Kouga Policy and Procedures for the Disposal of Immovable Assets – approved 25 April 2018:

5.11 The Municipality may transfer ownership or otherwise dispose of a non-viable immovable property, as non-exempted immovable property which can be of no practical use to any other person, directly to adjoining property owner(s), only after the Municipal Council has, in terms of sections 14(2)(a) and (b) of the MFMA:

(a) decided on reasonable grounds that the non-viable immovable property is not needed to provide the minimum level of basic municipal services;

(b) considered the fair market value of the immovable property and the economic and community value to be received in exchange for the immovable property in accordance with Section 14(2) of the MFMA, and…. "

" 5.21 Plight of the poor

5.21.1 Whenever the plight of the poor shall be a consideration in any decision to be taken in respect of the acquisition, disposal or letting of immovable property, regard shall be given to:

i) the extent to which the needs of the poor are or have been addressed,

ii) the potential loss or benefit the poor can suffer or gain through the decision concerned and

iii) the financial resources available to address the needs of the poor. "

"13.2 Immovable property owned by the Municipality may be alienated or let to social care users. Unless otherwise directed by Council, the purchase price payable shall be 25% of market value subject to a suitable reversionary clause being registered against the title deed of the property. Rentals shall be determined in terms of the tariff rentals as approved by Council from time to time.

13.3 *Immovable property may be alienated or* ***let out-of-hand*** *to social care users* ***in exceptional cases where the Council is of the opinion that public competition would not serve a useful purpose or that it is in the interest of the community or plight of the poor provided comments or representations on the proposed transfer*** *or granting right to use, control of a municipal capital asset be invited from the local community and other interested persons in terms of Section 7(i) of the Asset Transfer Regulations."*

"19. ***UNSOLICITED BIDS***

The Municipality shall be entitled, but not obliged, to consider unsolicited bids received outside the processes initiated by the Municipality. To the extent appropriate in each case the principles set out in this Policy will apply, mutatis mutandis, to such unsolicited bids.

19.1 *An unsolicited bid is a bid that is submitted by a prospective supplier to the municipality without any procurement requirement first having been identified and advertised. This situation arises when a supplier identifies an opportunity to render services or supply products not ordinarily required by the municipality.*

19.2 *In accordance with section 113 of the Act, there is no obligation upon the municipality to consider unsolicited bids received outside a normal bidding process.*

19.3 *The accounting officer may decide in terms of section 113(2) of the Act to consider an unsolicited bid but only if -*

a) the product or service offered in terms of the bid is a demonstrably or proven unique innovative concept;

b) the product or service will be exceptionally beneficial to the municipality or have exceptional cost advantages;

c) the person who made the bid is the sole provider of the product or service concerned; and

d) the reasons for not going through the normal bidding processes are found to be sound by the accounting officer.

19.4 *If the accounting officer decides to consider an unsolicited bid that complies with sub-paragraph (3), his decision must be made public in accordance with section 21A of the Municipal Systems Act, together with -*

a) reasons as to why the bid should not be open to other competitors;

b) an explanation of the potential benefits if the unsolicited bid were accepted; and

c) an invitation to the public or other potential suppliers to submit their comments on the proposal within 30 days of the publication of the relevant notice.

19.5 The accounting officer must submit all written comments received pursuant to subparagraph (4), including any responses from the unsolicited bidder, to the National and Provincial Treasuries for comment.

19.6 Subject to subparagraphs (7) and (8) below, the adjudication committee must consider the unsolicited bid and may, depending on its delegations, award the bid or make a recommendation to the accounting officer.

19.7 A meeting of the adjudication committee to consider an unsolicited bid must be open to the public.

19.8 When considering the matter, the adjudication committee must take into account

a) any comments submitted by the public; and

b) any written comments and recommendations of the National and Provincial Treasuries.

19.9 If any recommendations of the National and Provincial Treasuries are rejected or not followed, the accounting officer must submit to the Auditor-General and the National and Provincial Treasuries the reasons for rejecting or not following those recommendations.

19.10 Such submission must be made within seven days after the decision on the award of the unsolicited bid is taken, but no contract committing the municipality to the bid may be entered into or signed within 30 days of the submission.

19.11 The processes to be followed by the municipality with regard to the acceptance or rejection of an unsolicited bid shall clearly be made known to the bidder who submits the unsolicited bid concerned.

19.12 The council shall exercise caution when interviewing a potential supplier or a person who may wish to offer services to the municipality in circumstance which may be tantamount to the submission of or negotiation with regard to an unsolicited bid and shall not do anything or cause anything to be done which may be contrary to this."

3. <u>Recommendation</u>

3.1 That Council considers and approves the following valuations for the leasing as well as the disposal of Council property not required for the delivery of the minimum level of basic municipal services.

3.2 That Council approves the fair market values as per the current Municipal Valuation roll for leasing as well as disposal of municipal properties.

3.3 MFMA: That Council confirms in accordance with Section 14(2)(a) of the MFMA that these erven are not required for the delivery of the minimum level of basic municipal services

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
ERF 1568	Calamari Str. Pellsrus **Edlred Groep Creche**	1 012m²	Residential 4	Lease renewal and look at sub-division possibility (31/08/2017)	R2 500 25% = R 625 **Renewal**
ERF 33	Harder Str. Pellsrus **JBay Educare Centre**	1 955m²	Institutional 1	Lease renewal and look at sub-division possibility (31/08/2017)	R2 500 25% = R 625 **Renewal**
ERF 190	Garnaal Str. Pellsrus **Noah's Ark Playschool**	3 566m²	Special Business	Lease renewal and look at sub-division possibility (31/08/2017)	R 10 000 25% = R2 500 **Renewal**
Erf 74	Gqamane Str. Thornhill **Mkhuseli Koliti Creche**	2 149m² (Erf to be sub-divided)	Restricted Business	Lease renewal and look at sub-division possibility (31/08/2017)	R2 500 25% = R 625 **Renewal**
Erf 570	Rooikloof Str. Patensie **Noxolo Crèche**	206m²	Restricted Bus/Residential 1	Lease renewal (31/08/2017)	R2 000 25% = R 500 **Renewal**
Erf 492	Kapenaar Str. Pellsrus **Tokyo Sexwale Creche**	6.969ha (Erf to be sub-divided)	Restricted Bus.	Lease renewal and look at sub-division possibility (31/08/2017)	R2 500 25% = R 625 **Renewal**
Erf 59	Judy Str. Loerie **Loerie Heuwel Creche**	2607 m²	Open Space – restricted business	Lease renewal and look at sub-division possibility (19/12/2017)	R2 500 25% = R 625 **Renewal**
Erf 15	Dahlia Str. Phillipsville **Phillipsville Creche**	5869 m²	Restricted Business/Res 1 (consent zoning)	Lease renewal. Look at possible sub-division (31/08/2017)	R2 500 25% = R 625 **Renewal**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 337	9 Stompkop Str. Pellsrus **Not allocated**	265m²	Restricted Business	Not recommended for church – better for a business (7/03/2018)	Disposal valuation: R30 000 **Tender**
Erf 1245	Steve Biko Ave Pellsrus **Pinkster Geloof**	1 749 m²	Undetermined	That the current lessee applies for the zoning of erf 1245. That the possible subdivision of erf 1245 be investigated. (19/12/2017)	Lease valuation subject to sub division. Disposal valuation: R60 000 **Out of hand**
Erf 7355	Street unknown Ocean View **New African Holy Apostolic Church/ Church of Christ/God's Unity is Power**	1263 m²	Institutional 2	That this property be made available for the development of a church. Investigate current status of the buildings on this erf. (7/03/2018)	Disposal valuation: R60 000 **Tender**
Erf 7292	Street unknown Ocean View **United Zionist Apostolic Church of Jesus Christ of Africa**	1200 m²	Business	That erf 7292 be utilized for business development purposes (7/03/2018)	Disposal valuation: R60 000 **Out of hand**
Erf 7263	Street unknown Ocean View **Presbyterian Church of Africa/ Etyernal Treasure Community Christian Centre/God's Unity is Power**	2343 m²	Institutional 3	That the erf be made available through the process of consent use or apply for re-zoning. That the possible sub-division be determined – possibly two church erven (7/03/2018)	Disposal valuation: R90 000 **Tender**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 1714	Mazantsi Avenue Pellsrus **King of Kings Assemblies**	1128 m²	Institutional 2	That this erf be sold for the erection of a church building (7/03/2018)	Disposal valuation: R30 000 **Out of hand**
Erf 588	23 Chris Hani Avenue, Pellsrus **Ethiopian Church**	971 m²	Institutional 2	That the letter of transfer be drafted subject to confirmation of the Council resolution taken on the sale of the erf. (7/03/2018)	(Disposal valuation: R30 000) **Out of hand**
Erf 1773	Govan Mbeki Avenue. Pellsrus **Elliot Memorial Congregational Church**	1225 m²	Institutional 2	That the letter of transfer be drafted subject to confirmation of the Council resolution taken on the sale of the erf. (7/03/2018)	(Disposal valuation: R98 000) **Out of hand**
Erf 1772	Rolihlahla Mandela Road, Pellsrus **Ithemba - AGS**	2437 m²	Institutional 2	That the letter of transfer be drafted subject to confirmation of the Council resolution taken on the sale of the erf. (7/03/2018)	Disposal valuation: R190 000 **Out of hand**
Erf 2675	74 Geelbek St. Sea Vista **Methodist Church Grahamstown District/Assemblies of God EPDCC**	1313 m²	Special Business	That the erf be made available subject to the successful application to re-zone or through consent use (7/03/2018)	Disposal valuation: R66 000 **Tender**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 3481	Tarragona Str, Sea Vista **United Ministries**	475 m²	Informal residential	That the erf be made available through the process of consent use (church). (7/03/2018)	Disposal valuation: R15 000 **Out of hand**
Erf 2734	80 Taragona Street Sea Vista **Shekinah Ministries**	514 m²	Special Business	That this erf be sold through the tender process for the erection of a church building (7/03/2018)	Disposal valuation: R90 000 **Out of hand**
Erf 3147	Gill Marcus Village Kruisfontein **Gospel Light Ministries**	2067 m²	Special Business	Currently there is a temporary library on this property. That the property be sub-divided and the new erf be sold off. (7/03/2018)	Disposal valuation – to be determined after sub-division Disposal valuation: R31 000 **Out of hand**
Erf 1522	Unknown, Kruisfontein **Upperroom Family Worship Center**	2587 m²	Institutional 2	That the sale of this property commences after all the supply chain processes have been complied with. Council resolution of 31 March 2015. (7/03/2018)	Disposal valuation: R52 000 **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 1085	Richmond Street, Patensie **African Gospel Church**	927 m²	Institutional 2	That it be noted that all the processes have been concluded before. That the new valuation to be tabled before Council. That the sale of this erf be concluded. (7/03/2018)	Disposal valuation: R50 000 **Out of hand**
Erf 343	Unknown, Patensie **Presbyterian Church of Africa**	3266 m²	Institutional 2	That the sale of this property be concluded after validation of a signed deed of sale and Council resolution. (7/03/2018)	Disposal valuation: R670 000 **Out of hand**
Erven 2216 2217 2225 2226	Bosman Street. Hankey **Old Apostolic Church**	 291 m² 296 m² 281 m² 289 m²	Informal residential	That it be noted that a Council resolution was taken in 2012. That the transfer of these properties be concluded. That the purchaser applies for consent use and consolidation. (6 months) (7/03/2018)	Disposal valuation: 2216: R10 000 2217: R10 000 2225: R10 000 2226: R10 000 25% - R10 000 **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 3316	Unknown, Hankey **Volkskerk van Afrika**	1448 m²	Informal residential	That erf 3316 be made available for church purposes subject to approved re-zoning or through consent use. (7/03/2018)	Disposal valuation: R40 000 **Out of hand**
Erf 849	Unknown, Thornhill **New Zion Apostolic Church**	1110 m²	Institutional 2	That the sale of erf 849 be concluded after all compliant legislation and processes have been completed and verification of the Council resolution taken on the sale of this erf. (7/03/2018)	Disposal valuation: R15 000 **Out of hand**
Erf 891	1 Felix Street, Thornhill **Not specifically allocated**	1060 m²	Institutional 2	That this property be made available for the development of a church. (7/03/2018)	Disposal valuation: R30 000 **Tender**
Erf 6858	Street unknown, Ocean View **Jehovah Raphae Int. Church**	1552 m²	Open space 1	That the possibility of re-zoning be investigated. (7/03/2018)	Disposal valuation: R16 000 **Out of hand**
Erf 854	2 Oliver Thambo Crescent, Pellsrus **New Heal Trinity Church/Christian Voice Church**	693 m²	Institutional 2	Currently erf 676 is under ownership of Province of the Eastern Cape. Investigate the transfer of erf 676 to Kouga Municipality. (7/03/2018)	Disposal valuation: R140 000 **Tender**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 952	Manta Street, Pellsrus **Kouga Muslim Church/Church of Christ**	1855 m²	Open space 1	That the possibility of re-zoning to Authority 2 be investigated. (7/03/2018)	Disposal valuation: R19 000 **Tender**
Erf 1331	Govan Mbeki Avenue, Pellsrus **Church of Christ/Hephzibah House of Prayer**	2446 m²	Open space 1	That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated. (7/03/2018)	Disposal valuation: R24 000 **Tender**
Erf 356	Dolphin Street, Pellsrus **United Penticostal Church**	460 m²	Open space 1	That the possibility of re-zoning to Authority 2 be investigated. (7/03/2018)	Disposal valuation: R20 000 **Out of hand**
Erf 676	Rolihlahla Mandela Road, Pellsrus **Kouga Islamic Association**	3.5638Ha	Undetermined	Currently erf 676 is under ownership of Province of the Eastern Cape. Investigate the transfer of erf 676 to Kouga Municipality. That the zoning of erf 676 be determined and the possibility of sub-division be investigated. (7/03/2018)	Disposal valuation: R1 700 000 – re-valuation to be done after sub-division **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 7413	Street unknown, Ocean View **Emmanuel Church of Christ in Zion**	1823 m²	Open space 1	That the possibility of re-zoning to Authority 2 be investigated That the buildings on erf 7413 be investigated. (7/03/2018)	Disposal valuation: R55 000 **Out of hand**
Erf 493	16 Tornyn Street, Pellsrus **United Pentecostal Church of SA**	766 m²	Residential B	That the possible re-zoning of erf 493 to Authority 2 - to be investigated. (7/03/2018)	Disposal valuation: R8 000 **Out of hand**
Erf 6857	Street unknown Ocean View **Presbyterian Church of Africa – Plettenberg Bay Circuit**	1019 m²	Institutional 2	That this property be sold for the development of a church. That the buildings on this property be investigated (7/03/2018)	Disposal valuation: R30 000 **Out of hand**
Erf 3493	7th Avenue, Sea Vista **Seed of Abraham Church**	2033 m²	Open space 1 Make sure that zoning is correct as it was zoned Institutional 2 in the origina SDF.	That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated. (7/03/2018)	Disposal valuation: R20 000 **Out of hand**
Erf 1853	Geelhout Avenue, Kruisfontein **Faith in Christ Ministries**	3480 m²	Open space 1	That the possibility of sub-division be investigated. That the possibility of re-zoning be investigated. (7/03/2018)	Disposal valuation: R30 000 **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 3049	Vergenoeg, Humansdorp **Home of Blessings /Christian Church in Zion**	455 m²	Residential 1	That erf 3049 be leased/sold. (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 2360	Jacob Str. Vaaldam, Kruisfontein **Brand on Screen Printing**	611 m²	Residential 1	That the size of erf 2360 be verified. That the status of erf 2360 be verified (7/03/2018)	Disposal valuation: R25 000 **Out of hand**
Erf 2789	Peterson Street, Kruisfontein **Kruisfontein Cooperatives Youth Centre/Soup Kitchen (S Vossie)**	1174 m²	Residential 1	That erf 2789 be registered to Kouga Municipality. (7/03/2018) That erf 2789 be re-zoned to Authority 2 That the building on erf 2789 be investigated. (7/03/2018)	Disposal valuation: R73 000 Lease valuation to be determined should they wish to lease **Tender**
Erf 2307	Vaaldam, Kruisfontein **Gospel Ministries of Heaven**	4650 m²	Open space 1	That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated. That the buildings on erf 2307 be investigated (7/03/2018)	Disposal valuation: R23 000 **Out of hand**
Erf 2321	Vaaldam, Kruisfontein **Gospel Ministries of Heaven**	244 m²	Residential 1	That the extent of erf 2321 be clarified. That the building in erf 2321 be investigated. (7/03/2018)	Disposal valuation: R50 000 **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 2749	Vaaldam, Kruisfontein **Antioch Revival Ministries**	795 m²	Residential 1	That the building on erf 2749 be investigated. That the status of erf 2749 be determined. (7/03/2018)	Disposal valuation: R35 000 **Out of hand**
Erf 3176	Kwanomzamo, Humansdorp **The Light of Evangelist Apostolic Church of Zion in SA**	935 m²	Residential 1	That the building on erf 3176 be investigated (7/03/2018)	Disposal valuation: R14 000 **Out of hand**
Erf 2330	Mjekula Street, Kwanomzamo **The Light of Evangelist Apostolic Church in Zion of SA**	1315 m²	Institutional 3	That the erf be sold/leased through the process of consent use or apply for re-zoning to Authority 2. That the building on erf 2330 be investigated. (7/03/2018)	Disposal valuation: R60 000 **Out of hand**
Erf 3061	Kwanomzamo, Humansdorp **Masakhane Apostolic Church of Zion in SA**	1215 m²	Residential 1	That the building on erf 3061 be investigated (7/03/2018)	Disposal valuation: R24 000 **Out of hand**
Erf 3065	Peterson Street, Kruisfontein **Church of Acts**	2003 m²	Open space 1	That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated. (7/03/2018)	Disposal valuation: R48 000 **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 2252	Akker Avenue, Hankey **Baptist Church**	1261 m²	Informal residential	That the church currently on erf 2252 be verified That building plans for erf 2252 be verified. (7/03/2018)	Disposal valuation: R50 000 **Out of hand**
Erf 600	22 Seekoei Road, Pellsrus **Uniting Reformed Church of SA**	454 m²	Restricted business	That the land be made available for leasing/Disposal That the existence of building plans for erf 600 be verified (7/03/2018)	Disposal valuation: R20 000 **Out of hand**
Erf 225	21 Garnaal Street, Pellsrus **C Brown**	480 m²	Single residential B	That the sale of erf 225 be approved. (7/03/2018)	Disposal valuation: R10 000 **Out of hand**
Erf 898	Rooikloof Street, Patensie **A Abrahams**	679 m²	Residential 1	That erf 898 be registered to the Kouga Municipality. That erf 898 be leased/sold (7/03/2018)	Disposal valuation: R7 000 **Out of hand**
Erf 892	Mohayo Drive, Thornhill **Business: Lerizo International Investment**	1069 m²	Open space1	That portion of erf 892 be leased for business purposes for a period of 5 years, no permanent structure and option to renew. (7/03/2018)	Lease valuation: R300/month Disposal valuation: R30 000 **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 32	Street unknown, Loerieheuwel **Business: Lerizo International Investment**	887 m²	Special Business	That erf 32 be leased for business purposes for a period of 9 years and 11 months. (7/03/2018)	Lease valuation: R270/month Disposal valuation: R30 000 **Out of hand**
Erf 1826	Extension 3, Hankey **Business: Lerizo International Investment**	3296 m²	Open space1	That the possibility of re-zoning for business be investigated. (7/03/2018)	Disposal valuation: R40 000 **Out of hand**
Erf 259	Unknown, Ramaphosa Village, Patensie **Business: Lerizo International Investment**	1223 m²	Business 3	That erf 259 be leased for business purposes. (7/03/2018)	Lease valuation: R259/month Disposal valuation: R49 000 **Out of hand**
Erf 349	Tiger Street, Ramaphosa Village, Patensie **Derek Thembikile Thokane**	150 m²	Authority	That the possibility of re-zoning be investigated for the purpose of the sale of erf 349 (7/03/2018)	Disposal valuation: R5 000 **Out of hand**
Erf 871	Tiger Street, Ramaphosa Village, Patensie **Derek Thembikile Thokane**	505 m²	Residential 1	That the sale of erf 871 be approved. (7/03/2018)	Disposal valuation: R12 000 **Out of hand**
Erf 7294	Street unknown, Ocean View **Business: Lerizo International Investment**	4777 m²	Special Business	That erf 7294 be leased/sold for business purposes. (7/03/2018)	Disposal valuation: R300 000 **Out of hand**
Erf 835	Rooikloof Street, Ramaphosa Village **Not allocated**	465m²	Residential 1	That Council approves the sale of erf 835 (7/03/2018)	Disposal valuation: R10 000 **Tender**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 230	Unknown, Ramaphosa Village **Not allocated**	1810 m²	Open space 1	That the possible rezoning of erf 230 be investigated. (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 908	Rooikloof Street, Ramaphosa Village **Thabo Dichabe**	312 m²	Residential 1	That Council approves the sale of erf 908 (7/03/2018)	Disposal valuation: R10 000 **Out of hand**
Erf 898	Rooikloof Street, Ramaphosa Village **Joseph Dichabe**	679 m²	Residential 1	That Council approves the sale of erf 898 (7/03/2018)	Disposal valuation: R7 000 **Out of hand**
Erf 1074	Stuurman Street, Ramaphosa Village **African Congregational Church**	1639 m²	Institutional 2	That Council approves the sale of erf 1074 (7/03/2018)	Disposal valuation: R60 000 **Out of hand**
Erf 952	Richmond Str. Ramaphosa Village **Shuddine Malanga/ Naomie Windvogel**	360 m²	Residential 1	That Council approves the sale of erf 952 (7/03/2018)	Disposal valuation: R22 000 **Tender**
Erf 703	Tiger Street, Ramaphosa Village **Not Allocated**	395 m²	Residential 1	That Council approves the sale of erf 703 (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 701	Tiger Street, Ramaphosa Village **Pd Qashu/ Mrs Y Van Rooyen**	394 m²	Residential 1	That Council approves the sale of erf 701 (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 702	Tiger Street, Ramaphosa Village **Pd Qashu/ Mrs Y Van Rooyen**	395 m²	Residential 1	That Council approves the sale of erf 702 (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 930	Richmond Street, Ramaphosa Village **Mrs Swepu**	286 m²	Restricted Business/Bus 1	That Council approves the sale of erf 930 (7/03/2018)	Disposal valuation: R10 000 **Tender**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 929	Richmond Street, Ramaphosa Village **Mrs Swepu**	297 m²	Restricted Business/Bus 1	That Council approves the sale of erf 929 (7/03/2018)	Disposal valuation: R78 000 **Tender**
Erf 936	Rooikloof Street, Ramaphosa Village **Wilson Thanda**	288 m²	Residential 1	That Council approves the sale of erf 936 (7/03/2018)	Disposal valuation: R10 000 **Out of hand**
Erf 938	Tiger Street, Ramaphosa Village **Thembikile Thokwana**	288 m²	Residential 1	That Council approves the sale of erf 938 (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 900	Richmond Street, Ramaphosa Village **Wandile Magwane**	587 m²	Residential 1	That Council approves the sale of erf 900 (7/03/2018)	Disposal valuation: R11 000 **Out of hand**
Erf 939	Rooikloof Street, Kruisfontein **Thembikile Thokwana**			That Council approves the sale of erf 939 (7/03/2018)	Disposal valuation: R10 000 **Tender**
Erf 873	**Golf Club** Jeffreys Bay			That Council approves the rental valuation (31/08/2017)	Lease valuation: R8 000 **Renewal**
Erf 873	**Driving Range** Jeffreys Bay			That Council approves the rental valuation (31/08/2017)	Lease valuation: R1 000 **Tender**
Erf 170	**Dolphin Beach, Entertainment** Jeffreys Bay		Open space	That Council approves the rental valuation (19/12/2017)	Lease valuation: R1 750 /month **Renewal**
Erf 1324	438 Nanto Str. (Single res.)Kwanomzamo – houses at clinic **Makithi**	3519 m² Portion	Authority	That these houses be leased on month to month basis until sold voetstoots. (19/12/2017)	Lease valuation: R1 000/month per unit **Out of hand**

ERF NO.	ADDRESS	EXTENT	ZONING	COUNCIL RESOLUTION	FAIR MARKET VALUATION – AS PER CURRENT VALUATION ROLL
Erf 184 portion 1& erf 182 portion 0	Humansdorp RD **Johan Cronje Junior Family Trust together with 22 Black families as per registered trust 0- they are all title deed holders.**	218,33Ha 81,907Ha	Agric	Owners of adjacent farm to purchase property – farming (19/12/2017)	Disposal valuation: R850 000 **Out of hand**
Erven 2078 2079 2081 2082	Humansdorp **Woodlands**	1,720Ha 9790 m² 1,4519Ha 1,2880Ha	Industrial 1	Purchase (19/12/2017)	Disposal valuations: R3 400 000 R2 000 000 R2 600 000 R2 400 000 **Out of hand**
Erf 484	Westgate, Kruisfontein, Humansdorp **Dr Barnard**	767 m²	RUBUS	Portion of erf encroachment Council Erf approved - Resolution 15/03/F2 dated 27 March 2015 (31/08/2017)	Disposal Valuation R35 000 **Out of hand**

iii) That all MFMA regulations, legislation and supply chain management processes be complied with in taking the above matters forward.

iv) That current occupants of the erven be given the opportunity to either enter into a lease agreement or to purchase the land they are occupying.

v) That the lease and purchase agreements be concluded with the prospective buyers/lessees.

vi) That Council confirms in accordance with Section 14(2)(a) of the MFMA that these erven are not required for the delivery of the minimum level of basic municipal services.

vii) That the buyers/lessees be responsible for all transfer/registration costs.

viii) That a notice be placed for the disposal by means of a competitive bidding processes

xi) That the Accounting Officer be mandated to conclude the transactions and to instruct Attorneys to conclude transfers.

Item prepared by: S Baartman

Item approved by CFO: 27/04/2018

Noted by the Portfolio Councillor: pp

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 JUNE 2018 **ITEM: 18/06/F6**

WRITE-OFF IN RESPECT OF IRRECOVERABLE ARREAR DEBTS – EQUITABLE SHARE

1. Introduction

The purpose of this report is to inform Council of the Equitable share write-offs for the month of April 2018.

2. Background:

The Council's Indigent Policy makes provision for writing off debts of residents that qualify for indigent subsidies. The outstanding debs must be written off against the Provision for Doubtful Debts.

For the month of April 2018, an amount of R2 556 354.33 must be written off against the Provision for Doubtful Debts, in accordance with the Council's Indigent Policy.

Details of the individual names are available, in the office of the Senior EQS clerk, for perusal.

EQS DRIVE WRITE-OFF - FINANCIAL YEAR 2017/2018

April -18

UNIT	Electricity	EMF	Rates	Refuse	Sewerage	Water	Total
Hankey		45 833.97		166 266.85	260 892.90	530 884.42	1 003 878.14
Humansdorp	14 601.59	21 170.19		85 304.41	60 919.39	159 197.70	341 193.28
Loerie		45 433.25		163 387.40	178 652.55	427 228.68	814 701.88
Patensie		21 589.68		77 832.66	48 966.01	243 068.76	391 457.11
Rural		256.20		1 012.26		3 855.46	5 123.92
TOTAL	**14 601.59**	**134 283.29**	**0.00**	**493 803.58**	**549 430.85**	**1 364 235.02**	**2 556 354.33**

Included in the above Amounts :	
Services	1 934 908.92
Penalties	269 668.63
VAT	351 776.78
Total	**2 556 354.33**

3. Recommendation

3.1 That the Equitable Share Drive write-offs for the month of April 2018, amounting to R2 556 354.33, be approved.

Item prepared by R van Heerden:

Item approved by the CFO: 27/6/2018

Noted by the Portfolio Councillor: pp

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 JUNE 2018 **ITEM: 18/06/F7**

WRITE-OFF IN RESPECT OF IRRECOVERABLE ARREAR DEBTS – EQUITABLE SHARE

1. Introduction

The purpose of this report is to inform Council of the Equitable share write-offs for the month of May 2018.

2. Background:

The Council's Indigent Policy makes provision for writing off debts of residents that qualify for indigent subsidies. The outstanding debs must be written off against the Provision for Doubtful Debts.

For the month of May 2018, an amount of R2 282 113.56 must be written off against the Provision for Doubtful Debts, in accordance with the Council's Indigent Policy.

Details of the individual names are available, in the office of the Senior EQS clerk, for perusal.

EQS WRITE-OFF - FINANCIAL YEAR 2017/2018

May -18

UNIT	Electricity	EMF	Rates	Refuse	Sewerage	Water	Total
Hankey		32 431.43		120 868.24	123 992.02	298 172.78	575 464.47
Humansdorp	29 321.24	30 616.37		116 873.20	77 283.65	160 031.45	414 125.91
Loerie		172.32		680.76	140.23	26 349.99	27 343.30
Oyster Bay					18 301.22	16 348.86	34 650.08
Patensie		688.96		2 722.08	2 606.15	13 785.42	19 802.61
St Francis Bay		11 496.61		41 547.90	134 888.46	222 228.15	410 161.12
Thornhill		37 385.03		139 276.18	233 405.10	349 608.37	759 674.68
Rural		4 970.85		16 741.68	128.19	19 050.67	40 891.39
TOTAL	**29 321.24**	**117 761.57**	**0.00**	**438 710.04**	**590 745.02**	**1 105 575.69**	**2 282 113.56**

Included in the above Amounts :

Services	1 701 942.18
Penalties	344 478.46
VAT	235 692.92
Total	**2 282 113.56**

3. Recommendation

3.1 That the Equitable Share write-offs for the month of May 2018, amounting to R 2 282 113.56, be approved.

Item prepared by R van Heerden:

Item approved by the CFO: 27/6/2018

Noted by the Portfolio Councillor: pp

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 JUNE 2018 **ITEM: 18/06/F8**

WRITE-OFF IN RESPECT OF IRRECOVERABLE ARREAR DEBTS – EQUITABLE SHARE

1. Introduction

The purpose of this report is to inform Council of the Equitable share write-offs for the month of June 2018.

2. Background

The Council's Indigent Policy makes provision for writing off debts of residents that qualify for indigent subsidies. The outstanding debs must be written off against the Provision for Doubtful Debts.

For the month of June 2018, an amount of R2 107 297.06 must be written off against the Provision for Doubtful Debts, in accordance with the Council's Indigent Policy.

Details of the individual names are available, in the office of the Senior EQS clerk, for perusal.

EQS WRITE-OFF - FINANCIAL YEAR 2017/2018

June -18

UNIT	Electricity	EMF	Rates	Refuse	Sewerage	Water	Total
Hankey		18 274.65	15 142.56	72 549.81	48 338.92	141 236.80	295 542.74
Humansdorp	9 089.12	20 776.48	8 755.48	79 979.91	54 007.50	143 084.31	315 692.80
Jeffreys Bay	76 910.48	38 448.48	1 466.35	143 499.84	509 077.59	659 090.07	1 428 492.81
Loerie		173.00	127.17	683.48	281.58	7 344.70	8 609.93
Patensie			247.89				247.89
St Francis Bay		473.88	14 690.33	1 872.09	11 719.42	29 079.17	57 834.89
Thornhill			876.00				876.00
TOTAL	**85 999.60**	**78 146.49**	**41 305.78**	**298 585.13**	**623 425.01**	**979 835.05**	**2 107 297.06**

Included in the above Amounts :	
Services	1 650 951.68
Penalties	228 325.68
VAT	228 019.70
Total	**2 107 297.06**

3. Recommendation

3.1 That the Equitable Share write-offs for the period June 2018, amounting to R2,107,297.06 be approved.

Item prepared by R van Heerden:

Item approved by the CFO: 27/6/2018

Noted by the Portfolio Councillor: pp

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 JUNE 2018 **ITEM: 18/06/F9**

REVENUE: WRITE-OFF OF LONG OUTSTANDING DEBT

1. Introduction

The purpose of this report is to request Council to write-off the debt, of which collectability is not likely as at 30 June 2018. This report was considered by the Bad Debts Committee on 21 June 2018.

2. Background

- Closed accounts appear on the debtors' age analysis, and relate to resident accounts that have been closed and owners that cannot be traced anymore. Clearance is also given on owner accounts that have been liquidated and in terms of the Local Government Municipal Systems Act, 32 of 2000 (Section 118) only two years preceding the date of the application for the certificate is payable to the Municipality, leaving the older debt. At its meeting held on 21 June 2018, the Bad Debts Committee recommended that these accounts be written-off and be removed from the debtors' age analysis. Attached as Annexure "A" is a copy of the list of write-offs, in the amount of R1 159 508,89.

3. Recommendation:

3.1 The Bad Debts Committee recommended that the outstanding debt as per Annexure "A", in the amount of R1 159 508,89 be written-off as bad debt, and be implemented as at 30 June 2018.

Item prepared by R van Heerden:

Item approved by the CFO: 27/6/2018

Noted by the Portfolio Councillor: pp

ANNEXURE A- WRITE-OFFS 2017/2018

ACCOUNT NUMBER	NAME	AMOUNT	REASON
7000333017	G BARKER	4 578,77	change of ownership;no forwading address,sold to MESSRS EIA MAASDORP TRUST
6000880127	PATENSIE BOTTELSTOOR	32 574,14	Occupier
4003258217	S Strydom	3 333,86	Occupier,last billed 2010/03 Services cut 15/02/2010
4003939006	BJA Blom	4 495,30	Change of Ownership,Porperty sold to DS&MS Deysel in 2010/11/09,no forwading address
4004672090	HD&ME Van Der Westhuizen	985,86	Change of ownership,Property sold in 2015/06/04 to AR LANGE
4000064752	J Van Der Westhuizen	9 175,61	Occupier, last billed 2011/06;
4000130538	H Ackermann	31 310,96	Occupier,services cut off 15/12/2011, last billed 2011/08
4000431035	SE&MC Maguire	2 656,87	Change of ownership,Property sold to W Barnard in 2008/09/18
4000115009	LL Williams	1 761,96	Change of ownership,Property sold to MF Khan in 2011/10/10
3001282143	W Leminie	7 151,68	Occupier,last billed 2008/01
4005514623	PJ&AC Erasmus	4 836,51	Occupier,arrangements to pay made in 2011/05, last billing 2011/08,Property sold in 2011/10/19
4006194510	T Kotze	4 324,27	Occupier,services cut off2014/07/15; last billed 2014/11
4000672029	JG&MM Heyink	2 428,99	Change of ownership,Property sold to JT SCHEPEN in 2008/11/27
4000694414	N Nkonki	12 830,82	Occupier,Property of Change of National government,services cut off 15/10/2015
4006529163	D Rhind	5 488,11	Occupier,account handed over in 2008/04/09,
4001020119	H Ackermann	4 484,88	Change of ownership,pProperty sold to D Van Wyk in 2011/03/04; Last billed in 2011/06
4000276520	ST Trade Construction Pty Ltd	36 844,94	Occupier,Services Cut off 2010/04/19;Property sold to MESSRS WIZE UP DEALS 137 CC in 2004/08/27
3000283110	JS Coenraad	1 527,09	Occupier,last billed in 2006/12/27;Property sold in 2003/11/07 to SM FELIX
3000857126	CJ Rademeyer	4 365,11	occupier,last billed in 2007/08,Made arrangement in 2005/06/28 to pay;Property sold in 2008/09/30 to ER TRUTER
3000699106	D Syce	2 951,87	Occupier, last billed 2009/01;Kouga Property
3000229150	AJ Pyper	2 743,93	Occupier,last billed in 2006/07;property sold in 2005/03/14 to M De Jager
3000830035	DC Erasmus	1 103,61	Occupier;last billed in 2008/01;property sold on 2000/10/24 to Ms Fourie
3001216003	EE Godley	641,60	Change of ownership,property sold in 2012/02/08
3001894335	CJ Carroll	11 520,00	Occupier,last billed in 2011/02;services cut off on 19/04/2010;property sold in 2015/11/10
3000830080	L Nel	4 502,48	Occupier;property sold in 2000/02 to Ms Fourie,last billed in 2009
3090013301	AJ Pyper	1 586,12	Occupier account;last billed in 2005

9900558174	J&J&A TW Verspreiders	17 974,24	Owner:Handed Over:
4006000422	D Van Wyk	10 471,13	Occupier;services cut in 2010
4007879007	Messrs Sapphire Cove Investments 16 Pro	17 333,66	System Problem
4007879021	S DE Klerk	1 931,52	Change of ownership
7090004954	The Cider Trust	3 627,03	Property transferred
4001105065	RVR VAN DE DRONKER BERBYNEW	3 419,27	Change of Ownership
7001020000	M Thornton	4 046,79	person went overseas
4050290008	KM Tshume	19 388,21	Cellphone Allowance: 2008/04;Owner Passed away
4050300004	KS Felix	17 526,17	Beyond 2008;Payroll Deduction
4050170003	N Majola	22 609,69	Payroll Deductions:Cellphone Allowance:2008/04
4006520009	DA LIVERSAGE	10 042,46	Debt older than 10 years
	TOTAL	**328 575,51**	

ANNEXURE A - WRITE-OFFS 2017/2018

ACCOUNT NUMBER	NAME	AMOUNT	REASON
4005951222	J D Schoeman	13 639,35	Not recovered with clearance - debt prescribed
4000076612	Bermuda Triangle	45 404,50	Change of ownership -no forwading address.
4005448328	M Q Habarwa	57 946,63	No forwarding address no levies.
4006769170	Friendly - Jan Steenkamp	58 694,69	No forwarding address no levies.
7002039018	G Ackhurst	13 654,95	Under curatorship - sold could not recover all the money payment received of R42 726,32
4000077170	Blue Horizon Woonstelle	46 150,05	Not recovered with clearance - program fault
7000468102	FJ Schutte	18 039,69	Change of ownership -no forwading address.
4000443050	QR Pistorius	100 732,94	Insolvent Estate - Received R140 956,13
4006769833	Joshua Doore	98 672,11	Change of ownership -no forwading address.
4008836018	Flashcor	57 149,90	Change of ownership -no forwading address.
4000071428	JM Coetzee	49 638,39	Not recovered with clearance - debt prescribed
4000076519	Lana Fiesheries cc t/a John Dorys	47 469,52	No forwarding address no levies.
4000235286	CP Visser	47 299,94	Not recovered with clearance - debt prescribed
3000248353	CH Roux	56 700,42	BAD DEBT LAST DEBIT 24/01/2013
9900630759	JA Van Niekerk	9 751,01	Not recovered with clearance - program fault
4100629563	THE AH-DONG FAMILY TRUST	6 450,70	Sale in execution - Balance to be written off. Received R12 869,76
9900681896	Meterlerkamp (Estate)	4 556,40	Money not collected with sale - estate
4006521440	Galindo Trading 132cc	51 435,18	Not recovered with clearance - debt prescribed
9900690667	C & C J Theron	8 999,71	Not recovered with clearance - program fault
4000138017	L A Andrews	38 547,30	As the house has been demolished the new purchaser agreed to pay the amount of R20 000. This amount represents the current Municipal Valuation. The total outstanding debt was R58 547,30 with the remaining amount of r38 547,30 being proposed for write-off.
	TOTAL	**830 933,38**	

From 2017 list	328 575,51
TOTAL	**1 159 508,89**

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 JUNE 2018 **ITEM: 18/06/F10**

REVENUE: WRITE-OFF OF LOANS – CELLPHONES OF COUNCILLORS

1. Introduction

The purpose of this report is to request Council to write-off to debt, of which collectability is not likely as at 30 June 2018. This report was considered by the Bad Debts Committee on 21 June 2018.

2. Background

- The Auditor-General raised a finding that Councillors received the incorrect cell phone allowances for the period July 2005 to December 2005, and that it must be recovered. The outstanding amounts were handed over to the lawyers, but at the same time debtor accounts were opened as loans. Numerous discrepancies were identified as well as duplications in the Debtors suspense account. Information received from the councillors and the lawyers was contradictory and therefore the municipality was unable to hand over these outstanding amounts.

- At its meeting held on 21 June 2018, the Bad Debts Committee is recommended that these loans be written-off and be removed from the debtors' age analysis. Attached as Annexure "B" is a copy of the list in write-offs in the amount of R260 460,83.

3. Recommendation:

3.1 The Bad Debts Committee recommended that the outstanding debt as per Annexure "B" in the amount of R260 460,83 be written-off as bad debt, and be implemented as at 30 June 2018.

Item prepared by R van Heerden:

Item approved by the CFO: 27/6/2018

Noted by the Portfolio Councillor: PP

ANNEXURE B - EX-COUNCILLORS OUTSTANDING LOANS OVERPAYMENT OF CELLPHONE ALLOWANCE					
Account Number	Surname	Initials	Amount	Comment	
4050010002	DENNIS	R	20 449,98	No movement	Ex-councillor
4050170003	MAJOLA	N	22 609,69	No movement	Ex-councillor
4050180002	DLOMO	M	32 975,63	No movement	Ex-speaker
4050200007	MABUKANE	A	22 875,49	No movement	Ex-councillor
4050230004	PLAATJIES	H	32 760,72	No movement	Ex-councillor
4050240003	LLOYD	FR	22 875,49	No movement	Ex-councillor
4050250002	STUURMAN	V	22 742,45	No movement	Ex-councillor
4050290008	TSHUME	KM	19 388,21	No movement	Ex-councillor
4050300004	FELIX	KS	17 526,17	No movement	Ex-councillor
4050310003	MCLEAN	S	22 875,49	No movement	Ex-councillor
4050320002	AUGUST	C	23 381,51	No movement	Ex-councillor
			260 460,83		

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 29 JUNE 2018 **ITEM: 18/06/F11**

REVENUE: WRITE-OFF OF CONTINUED MEMBERS ACCOUNTS – MEDICAL AID

1. Introduction

The purpose of this report is to request Council to write-off the debt, of which collectability is not likely as at 30 June 2018. This report was considered by the Bad Debts Committee on 21 June 2018.

2. Background

- The incorrect procedure was followed to pay the membership fees of continued members to the medical aid. The Kouga Municipality paid over the full membership fee, but they only had to pay over the Municipality's portion. Debtor accounts were then opened for the continued members for their portion, resulting in non-payment by the continued members, leaving the Municipality with the debt.

  Numerous attempts were made to recover this debt, but these pensioners could not afford the payments, with the result that they then cancelled their medical aid.

- At its meeting held on 21 June 2018, the Bad Debts Committee recommended that these accounts be written-off and be removed from the debtors' age analysis. Attached as Annexure "C", is a copy of the list of write-offs in the amount of R361 095,43.

3. Recommendation:

3.1 The Bad Debts Committee recommended that the outstanding debt as per Annexure "C", in the amount of R 361 095.43 be written-off as bad debt, and be implemented as at 30 June 2018.

Item prepared by R van Heerden:

Item approved by the CFO: 27/6/2018

Noted by the Portfolio Councillor: PP

ANNEXURE C - WRITE-OFF CONTINUED MEMBERS 2017/2018			
ACCOUNT NUMBER	**NAME**	**AMOUNT**	**REASON**
4000272162	VAN ECK	26 862,42	Last billed 3/2011
4000272337	DE BEER (JAN)	2 208,79	Last billed 3/2011
4091074007	FORTUIN	1 138,28	Last billed 3/2011
4000272148	EDGAR	18 510,20	Last billed 3/2011
4000272179	OOSTHUIZEN	2 972,42	Last billed 3/2011
4000272382	SPIES	10 721,43	Last billed 3/2011
4011330000	VAN WILLING	65 211,74	Last billed 3/2011
4020083005	GROENEWALD	27 385,85	Last billed 3/2011
4020100007	ROSSOUW	4 828,74	Last billed 3/2011
4070010004	SMIT	75 574,51	Last billed 3/2011
4090093142	MACLEAN	89 345,94	Last billed 3/2011
4090500002	OLIVIER	31 357,07	Last billed 3/2011
4091031008	ROWAN	4 978,04	Last billed 3/2011
		361 095,43	

REPORTS BY THE PORTFOLIO CHAIRPERSON: CORPORATE SERVICES

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

CORPORATE SERVICES

DATE: 29 JUNE 2018 **ITEM NO: 18/06/CORP5**

KOUGA MUNICIPALITY – CALENDAR OF MEETINGS: 1 JULY 2018 TO 20 JUNE 2018

1. Purpose

The purpose of the item is to submit the Calendar of Meetings for Council Committees for the period 1July 2018 to 30 June 2019.

2. Background

The Calendar of Meetings will enable proper planning of other meetings taking note of the scheduled/fixed meetings reflected on the meeting schedule.

3. Recommendation

3.1 That the Calendar of Meetings for Council Committees for the period 01 July 2018 to 30 June 2019, be adopted.

Item prepared by: Director: Corporate Services

KOUGA MUNICIPALITY (EC108)
CALENDAR OF MEETINGS: 01 JULY 2018 - 30 JUNE 2019

JULY

DAY	DATE	COMMITTEE	TIME
Monday	02	Credit Control Team (Revenue)	09:00
Monday	02	Top Management	12:00
Monday	02	Bid Specification Committee	14:00
Tuesday	03	Bid Evaluation Committee	08:30
Thursday	05	Samras Steering Committee	10:00
Thursday	05	Bid Adjudication Committee	14:00
Friday	06	Revenue Enhancement (MM)	09:00
Monday	09	Credit Control Team (Revenue)	09:00
Monday	09	Top Management	12:00
Monday	09	Bid Specification Committee	14:00
Tuesday	10	Bid Evaluation Committee	08:30
Tuesday	10	Maycom & Exec Man	09:00
Tuesday	10	Rules & Ethics Committee	14:00
Thursday	12	Website Steering Committee	08:30
Thursday	12	IT Steering Committee	11:00
Friday	13	Revenue Enhancement (MM)	09:00
Monday	16	Credit Control Team (Revenue)	09:00
Monday	16	Top Management	12:00
Monday	16	Bid Specification Committee	14:00
Tuesday	17	Bid Evaluation Committee	08:30
Tuesday	17	Mayoral Committee meeting	09:00
Wednesday	18	Employment Equity Committee	09:00
Thursday	19	MPAC	09:00
Thursday	20	Bid Adjudication Committee	14:00
Friday	20	Local Labour Forum	09:00
Friday	20	Revenue Enhancement (MM)	09:00
Monday	23	Credit Control Team (Revenue)	09:00
Monday	23	Top Management	12:00
Monday	23	Bid Specification Committee	14:00
Tuesday	24	Bid Evaluation Committee	08:30
Tuesday	24	Maycom & Exec Man	09:00
Thursday	26	Council Meeting	10:00
Friday	27	Revenue Enhancement (MM)	09:00
Friday	27	Skills Development Committee	08:00

Friday	**27**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**30**	**Credit Control Team (Revenue)**	**09:00**
Monday	**30**	**Top Management**	**12:00**
Monday	**30**	**Bid Specification Committee**	**14:00**
Tuesday	**31**	**Bid Evaluation Committee**	**08:30**

AUGUST

DAY	DATE	COMMITTEE	TIME
Thursday	**02**	**Bid Adjudication Committee**	**14:00**
Friday	**03**	**Revenue Enhancement (MM)**	**09:00**
Friday	**03**	**Budget Performance Comm**	**10:00**
Monday	**06**	**Credit Control Team (Revenue)**	**09:00**
Monday	**06**	**Top Management**	**12:00**
Monday	**06**	**Bid Specification Committee**	**14:00**
Tuesday	**07**	**Bid Evaluation Committee**	**08:30**
Tuesday	**07**	**Maycom & Exec Man**	**09:00**
Wednesday	**08**	**Samras Steering Committee**	**10:00**
Thursday	**09**	**PUBLIC HOLIDAY - NATIONAL WOMEN'S DAY**	
Friday	**10**	**Revenue Enhancement (MM)**	**09:00**
Friday	**10**	**Revenue Enhancement Task Team**	**10:00**
Monday	**13**	**Credit Control Team (Revenue)**	**09:00**
Monday	**13**	**Top Management**	**12:00**
Monday	**13**	**Bid Specification Committee**	**14:00**
Tuesday	**14**	**Bid Evaluation Committee**	**08:30**
Tuesday	**14**	**Rules & Ethics Committee**	**14:00**
Wednesday	**15**	**Website Steering Committee**	**08:30**
Thursday	**16**	**IT Steering Committee**	**11:00**
Thursday	**16**	**Bid Adjudication Committee**	**14:00**
Friday	**17**	**Revenue Enhancement (MM)**	**09:00**
Friday	**17**	**Budget Performance Comm**	**10:00**
Monday	**20**	**Credit Control Team (Revenue)**	**09:00**
Monday	**20**	**Top Management**	**12:00**
Monday	**20**	**Bid Specification Committee**	**14:00**
Tuesday	**21**	**Bid Evaluation Committee**	**08:30**
Tuesday	**21**	**Mayoral Committee**	**09:00**
Thursday	**23**	**MPAC**	**09:00**
Friday	**24**	**Revenue Enhancement (MM)**	**09:00**
Friday	**24**	**Local Labour Forum**	**09:00**
Friday	**24**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**27**	**Credit Control Team (Revenue)**	**09:00**

Monday	**27**	**Top Management**	**12:00**
Monday	**27**	**Bid Specification Committee**	**14:00**
Tuesday	**28**	**Bid Evaluation Committee**	**08:30**
Tuesday	**28**	**Maycom & Exec Man**	**09:00**
Tuesday	**28**	**Performance Audit Committee**	**08:30**
Tuesday	**28**	**Kouga Audit Committee**	**09:00**
Thursday	**30**	**Bid Adjudication Committee**	**14:00**
Friday	**31**	**Revenue Enhancement (MM)**	**09:00**
Friday	**31**	**Budget Performance Comm**	**10:00**

SEPTEMBER

DAY	DATE	COMMITTEE	TIME
Monday	**03**	**Credit Control Team (Revenue)**	**09:00**
Monday	**03**	**Top Management**	**12:00**
Monday	**03**	**Bid Specification Committee**	**14:00**
Tuesday	**04**	**Bid Evaluation Committee**	**08:30**
Friday	**07**	**Revenue Enhancement (MM)**	**09:00**
Friday	**07**	**Budget Performance Comm**	**10:00**
Monday	**10**	**Credit Control Team (Revenue)**	**09:00**
Monday	**10**	**Top Management**	**12:00**
Monday	**10**	**Bid Specification Committee**	**14:00**
Tuesday	**11**	**Bid Evaluation Committee**	**08:30**
Tuesday	**11**	**Maycom & Exec Man**	**09:00**
Wednesday	**12**	**Samras Steering Committee**	**10:00**
Thursday	**13**	**Website Steering Committee**	**08:30**
Thursday	**13**	**IT Steering Committee**	**11:00**
Thursday	**13**	**Rules & Ethics Committee**	**14:00**
Thursday	**13**	**Bid Adjudication Committee**	**14:00**
Friday	**14**	**Revenue Enhancement (MM)**	**09:00**
Friday	**14**	**Revenue Enhancement Task Team**	**10:00**
Monday	**17**	**Credit Control Team (Revenue)**	**09:00**
Monday	**17**	**Top Management**	**12:00**
Monday	**17**	**Bid Specification Committee**	**14:00**
Tuesday	**18**	**Bid Evaluation Committee**	**08:30**
Tuesday	**18**	**Mayoral Committee**	**09:00**
Thursday	**20**	**MPAC**	**09:00**
Friday	**21**	**Local Labour Forum**	**09:00**
Friday	**21**	**Revenue Enhancement (MM)**	**09:00**
Friday	**21**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**24**	**PUBLIC HOLIDAY - HERITAGE DAY**	
Tuesday	**25**	**Bid Evaluation Committee**	**08:30**
Tuesday	**25**	**Maycom & Exec Man**	**09:00**

Thursday	**27**	**Bid Adjudication Committee**	**14:00**
Friday	**28**	**Revenue Enhancement (MM)**	**09:00**
Friday	**28**	**Skills Development Committee**	**08:00**
Friday	**28**	**Budget Performance Comm**	**10:00**

OCTOBER

DAY	DATE	COMMITTEE	TIME
Monday	**01**	**Credit Control Team (Revenue)**	**09:00**
Monday	**01**	**Top Management**	**12:00**
Monday	**01**	**Bid Specification Committee**	**14:00**
Tuesday	**02**	**Finance PC**	**09:00**
Tuesday	**02**	**Corporate Services PC**	**12:00**
Wednesday	**03**	**Planning & Development PC**	**09:00**
Wednesday	**03**	**Community Services PC**	**12:00**
Thursday	**04**	**Infra & Engineering PC**	**09:00**
Friday	**05**	**Revenue Enhancement (MM)**	**09:00**
Friday	**05**	**Budget Performance Comm**	**10:00**
Monday	**08**	**Credit Control Team (Revenue)**	**09:00**
Monday	**08**	**Top Management**	**12:00**
Monday	**08**	**Bid Specification Committee**	**14:00**
Tuesday	**09**	**Bid Evaluation Committee**	**08:30**
Tuesday	**09**	**Maycom & Exec Man**	**09:00**
Wednesday	**10**	**Samras Steering Committee**	**10:00**
Thursday	**11**	**Website Steering Committee**	**08:30**
Thursday	**11**	**IT Steering Committee**	**11:00**
Thursday	**11**	**Bid Adjudication Committee**	**14:00**
Friday	**12**	**Revenue Enhancement (MM)**	**09:00**
Friday	**12**	**Revenue Enhancement Task Team**	**10:00**
Monday	**15**	**Credit Control Team (Revenue)**	**09:00**
Monday	**15**	**Top Management**	**12:00**
Monday	**15**	**Bid Specification Committee**	**14:00**
Tuesday	**16**	**Bid Evaluation Committee**	**08:30**
Tuesday	**16**	**Mayoral Committee**	**09:00**
Thursday	**18**	**Employment Equity Committee**	**09:00**
Thursday	**18**	**Rules & Ethics Committee**	**14:00**
Friday	**19**	**Revenue Enhancement (MM)**	**09:00**
Friday	**19**	**Budget Performance Comm**	**10:00**
Monday	**22**	**Credit Control Team (Revenue)**	**09:00**
Monday	**22**	**Top Management**	**12:00**
Monday	**22**	**Bid Specification Committee**	**14:00**
Tuesday	**23**	**Bid Evaluation Committee**	**08:30**
Tuesday	**23**	**Maycom & Exec Man**	**09:00**

Thursday	**25**	**MPAC**	**09:00**
Thursday	**25**	**Bid Adjudication Committee**	**14:00**
Friday	**26**	**Local Labour Forum**	**09:00**
Friday	**26**	**Revenue Enhancement (MM)**	**09:00**
Friday	**26**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**29**	**Credit Control Team (Revenue)**	**09:00**
Monday	**29**	**Top Management**	**12:00**
Monday	**29**	**Bid Specification Committee**	**14:00**
Tuesday	**30**	**Council Meeting**	**10:00**
Friday	**31**	**Revenue Enhancement (MM)**	**09:00**
Friday	**31**	**Budget Performance Comm**	**10:00**

NOVEMBER

DAY	DATE	COMMITTEE	TIME
Monday	**05**	**Credit Control Team (Revenue)**	**09:00**
Monday	**05**	**Top Management**	**12:00**
Monday	**05**	**Bid Specification Committee**	**14:00**
Tuesday	**06**	**Bid Evaluation Committee**	**08:30**
Thursday	**08**	**Bid Adjudication Committee**	**14:00**
Friday	**09**	**Revenue Enhancement (MM)**	**09:00**
Friday	**09**	**Revenue Enhancement Task Team**	**10:00**
Monday	**12**	**Credit Control Team (Revenue)**	**09:00**
Monday	**12**	**Top Management**	**12:00**
Monday	**12**	**Bid Specification Committee**	**14:00**
Tuesday	**13**	**Bid Evaluation Committee**	**08:30**
Tuesday	**13**	**Maycom & Exec Man**	**09:00**
Wednesday	**14**	**Samras Steering Committee**	**10:00**
Wednesday	**14**	**Rules & Ethics Committee**	**14:00**
Thursday	**15**	**Website Steering Committee**	**08:30**
Thursday	**15**	**MPAC**	**09:00**
Thursday	**15**	**IT Steering Committee**	**11:00**
Friday	**16**	**Revenue Enhancement (MM)**	**09:00**
Friday	**16**	**Budget Performance Comm**	**10:00**
Monday	**19**	**Credit Control Team (Revenue)**	**09:00**
Monday	**19**	**Top Management**	**12:00**
Monday	**19**	**Bid Specification Committee**	**14:00**
Tuesday	**20**	**Bid Evaluation Committee**	**08:30**
Tuesday	**20**	**Mayoral Committee**	**09:00**
Thursday	**22**	**MPAC**	**09:00**
Thursday	**22**	**Bid Adjudication Committee**	**14:00**
Friday	**23**	**Local Labour Forum**	**09:00**
Friday	**23**	**Revenue Enhancement (MM)**	**09:00**

Friday	**23**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**26**	**Credit Control Team (Revenue)**	**09:00**
Monday	**26**	**Top Management**	**12:00**
Monday	**26**	**Bid Specification Committee**	**14:00**
Tuesday	**27**	**Bid Evaluation Committee**	**08:30**
Tuesday	**27**	**Maycom & Exec Man**	**09:00**
Wednesday	**28**	**Performance Audit Committee**	**08:30**
Wednesday	**28**	**Kouga Audit Committee**	**09:00**
Thursday	**29**	**Council Meeting**	**10:00**
Friday	**30**	**Skills Development Committee**	**08:00**
Friday	**30**	**Revenue Enhancement (MM)**	**09:00**
Friday	**30**	**Budget Performance Comm**	**10:00**

DECEMBER

DAY	DATE	COMMITTEE	TIME
Monday	**03**	**Credit Control Team (Revenue)**	**09:00**
Monday	**03**	**Top Management**	**12:00**
Monday	**03**	**Bid Specification Committee**	**14:00**
Tuesday	**04**	**Bid Evaluation Committee**	**08:30**
Tuesday	**04**	**Maycom & Exec Man**	**09:00**
Thursday	**04**	**Bid Adjudication Committee**	**14:00**
Friday	**06**	**Revenue Enhancement (MM)**	**09:00**
Friday	**06**	**Budget Performance Comm**	**10:00**
Monday	**10**	**Credit Control Team (Revenue)**	**09:00**
Monday	**10**	**Top Management**	**12:00**
Monday	**10**	**Bid Specification Committee**	**14:00**
Tuesday	**12**	**Bid Evaluation Committee**	**08:30**
Wednesday	**12**	**Samras Steering Committee**	**10:00**
Thursday	**13**	**Website Steering Committee**	**08:30**
Thursday	**13**	**IT Steering Committee**	**11:00**
Friday	**14**	**Revenue Enhancement (MM)**	**09:00**
Friday	**14**	**Revenue Enhancement Task Team**	**10:00**
Monday	**17**	**Credit Control Team (Revenue)**	**09:00**
Monday	**17**	**Bid Specification Committee**	**14:00**
Friday	**21**	**Budget Performance Monitoring Committee**	**10:00**

JANUARY 2019

DAY	DATE	COMMITTEE	TIME
Tuesday	01	PUBLIC HOLIDAY - NEW YEAR'S DAY	
Thursday	10	IT Steering Committee	11:00
Thursday	10	Bid Adjudication Committee	14:00
Friday	11	Revenue Enhancement (MM)	09:00
Friday	11	Revenue Enhancement Task Team	10:00
Monday	14	Credit Control Team (Revenue)	09:00
Monday	14	Top Management	12:00
Monday	14	Bid Specification Committee	14:00
Tuesday	16	Bid Evaluation Committee	08:30
Wednesday	16	Website Steering Committee	08:30
Thursday	17	Samras Steering Committee	10:00
Friday	18	Revenue Enhancement (MM)	09:00
Friday	18	Budget Performance Comm	10:00
Monday	21	Credit Control Team (Revenue)	09:00
Monday	21	Top Management	12:00
Monday	21	Bid Specification Committee	14:00
Tuesday	22	Bid Evaluation Committee	08:30
Tuesday	22	Maycom & Exec Man	12:00
Thursday	24	Bid Adjudication Committee	14:00
		MPAC	09:00
Friday	25	Revenue Enhancement (MM)	09:00
Friday	25	Budget Performance Monitoring Committee	10:00
Monday	28	Credit Control Team (Revenue)	09:00
Monday	28	Top Management	12:00
Monday	28	Bid Specification Committee	14:00
Tuesday	29	Bid Evaluation Committee	08:30
Tuesday	29	Maycom & Exec Man	09:00
Thursday	31	Council Meeting - Mid-Year Report	10:00

FEBRUARY 2019

DAY	DATE	COMMITTEE	TIME
Friday	01	Revenue Enhancement (MM)	09:00
Friday	01	Budget Performance Comm	10:00
Monday	04	Credit Control Team (Revenue)	09:00
Monday	04	Top Management	12:00
Monday	04	Bid Specification Committee	14:00
Tuesday	05	Bid Evaluation Committee	08:30
Tuesday	05	Finance	09:00
Tuesday	05	Corporate Services	12:00

Wednesday	**06**	**Planning, Development & Tourism**	**09:00**
Wednesday	**06**	**Community Services**	**12:00**
Thursday	**07**	**Infrastructure & Engineering**	**09:00**
Thursday	**07**	**Bid Adjudication Committee**	**14:00**
Friday	**08**	**Revenue Enhancement (MM)**	**09:00**
Friday	**08**	**Budget Performance Comm**	**10:00**
Monday	**11**	**Credit Control Team (Revenue)**	**09:00**
Monday	**11**	**Top Management**	**12:00**
Monday	**11**	**Bid Specification Committee**	**14:00**
Tuesday	**12**	**Bid Evaluation Committee**	**08:30**
Tuesday	**12**	**Maycom & Exec Man**	**09:00**
Wednesday	**13**	**Samras Steering Committee**	**10:00**
Thursday	**14**	**Website Steering Committee**	**08:30**
Thursday	**14**	**IT Steering Committee**	**11:00**
Thursday	**14**	**Rules & Ethics Committee**	**14:00**
Friday	**15**	**Revenue Enhancement (MM)**	**09:00**
Friday	**15**	**Revenue Enhancement Task Team**	**10:00**
Monday	**18**	**Credit Control Team (Revenue)**	**09:00**
Monday	**18**	**Top Management**	**12:00**
Monday	**18**	**Bid Specification Committee**	**14:00**
Tuesday	**19**	**Bid Evaluation Committee**	**08:30**
Tuesday	**19**	**Mayoral Committee**	**09:00**
Thursday	**19**	**Bid Adjudication Committee**	**14:00**
Thursday	**19**	**MPAC**	**09:00**
Friday	**22**	**Local Labour Forum**	**09:00**
Friday	**22**	**Revenue Enhancement (MM)**	**09:00**
Friday	**22**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**25**	**Credit Control Team (Revenue)**	**09:00**
Monday	**25**	**Top Management**	**12:00**
Monday	**25**	**Bid Specification Committee**	**14:00**
Tuesday	**26**	**Bid Evaluation Committee**	**08:30**
Tuesday	**26**	**Maycom & Exec Man**	**09:00**
Thursday	**28**	**Council Meeting - Adjustments Budget**	**10:00**

MARCH 2019

DAY	DATE	COMMITTEE	TIME
Friday	01	Skills Development Committee	08:00
Friday	01	Revenue Enhancement (MM)	09:00
Friday	01	Budget Performance Comm	10:00
Monday	04	Credit Control Team (Revenue)	09:00
Monday	04	Top Management	12:00
Monday	04	Bid Specification Committee	14:00
Tuesday	05	Bid Evaluation Committee	08:30
Tuesday	05	Maycom & Exec Man	09:00
Thursday	07	Bid Adjudication Committee	14:00
Friday	08	Revenue Enhancement (MM)	09:00
Friday	08	Budget Performance Comm	10:00
Monday	11	Credit Control Team (Revenue)	09:00
Monday	11	Top Management	12:00
Monday	11	Bid Specification Committee	14:00
Tuesday	12	Bid Evaluation Committee	08:30
Tuesday	12	Maycom & Exec Man	09:00
Tuesday	12	Employment Equity Committee	09:00
Wednesday	13	Samras Steering Committee	10:00
Thursday	14	Website Steering Committee	08:30
Thursday	14	IT Steering Committee	11:00
Friday	15	Revenue Enhancement (MM)	09:00
Friday	15	Revenue Enhancement Task Team	10:00
Monday	18	Credit Control Team (Revenue)	09:00
Monday	18	Top Management	12:00
Monday	18	Bid Specification Committee	14:00
Tuesday	19	Bid Evaluation Committee	08:30
Tuesday	19	Mayoral Committee	09:00
Wednesday	20	Rules & Ethics Committee	14:00
Thursday	21	PUBLIC HOLIDAY - HUMAN RIGHTS DAY	
Thursday	21	MPAC	09:00
Friday	22	Council Meeting - Annual Report & Oversight Report	10:00
Monday	25	Credit Control Team (Revenue)	09:00
Monday	25	Top Management	12:00
Monday	25	Bid Specification Committee	14:00
Tuesday	26	Bid Evaluation Committee	08:30
Tuesday	26	Maycom & Exec Man	09:00
Wednesday	27	Performance Audit Committee	08:30

Wednesday	**27**	**Kouga Audit**	**09:00**
Thursday	**28**	**Council Meeting - Draft Budget**	**10:00**
Friday	**29**	**Revenue Enhancement (MM)**	**09:00**
Friday	**29**	**Budget Performance Monitoring Committee**	**10:00**

APRIL 2019

DAY	DATE	COMMITTEE	TIME
Monday	**01**	**Credit Control Team (Revenue)**	**09:00**
Monday	**01**	**Top Management**	**12:00**
Monday	**01**	**Bid Specification Committee**	**14:00**
Tuesday	**02**	**Bid Evaluation Committee**	**08:30**
Thursday	**04**	**Bid Adjudication Committee**	**14:00**
Friday	**05**	**Revenue Enhancement (MM)**	**09:00**
Friday	**05**	**Budget Performance Comm**	**10:00**
Monday	**08**	**Credit Control Team (Revenue)**	**09:00**
Monday	**08**	**Top Management**	**12:00**
Monday	**08**	**Bid Specification Committee**	**14:00**
Tuesday	**09**	**Bid Evaluation Committee**	**08:30**
Tuesday	**09**	**Maycom & Exec Man**	**09:00**
Wednesday	**10**	**Samras Steering Committee**	**10:00**
Thursday	**11**	**Website Steering Committee**	**08:30**
Thursday	**11**	**IT Steering Committee**	**11:00**
Friday	**12**	**Revenue Enhancement (MM)**	**09:00**
Friday	**12**	**Revenue Enhancement Task Team**	**10:00**
Monday	**15**	**Credit Control Team (Revenue)**	**08:30**
Monday	**15**	**Top Management**	**12:00**
Monday	**15**	**Bid Specification Committee**	**14:00**
Tuesday	**16**	**Bid Evaluation Committee**	**08:30**
Tuesday	**16**	**Mayoral Committee**	**09:00**
Wednesday	**17**	**Rules & Ethics Committee**	**14:00**
Thursday	**18**	**Bid Adjudication Committee**	**14:00**
Friday	**19**	**PUBLIC HOLIDAY - GOOD FRIDAY**	
Monday	**22**	**PUBLIC HOLIDAY - FAMILY DAY**	
Tuesday	**23**	**Bid Evaluation Committee**	**08:30**
Tuesday	**23**	**Maycom & Exec Man**	**09:00**
Thursday	**25**	**Council Meeting - Quarterly Reports**	**10:00**
Thursday	**25**	**MPAC**	**09:00**
Friday	**26**	**Local Labour Forum**	**09:00**
Friday	**26**	**Revenue Enhancement (MM)**	**09:00**
Friday	**26**	**Budget Performance Monitoring Committee**	**10:00**
Monday	**29**	**Credit Control Team (Revenue)**	**09:00**
Monday	**29**	**Top Management**	**12:00**

Monday	**29**	**Bid Specification Committee**	**14:00**
Tuesday	**30**	**Bid Evaluation Committee**	**08:30**
Tuesday	**30**	**Maycom & Exec Man**	**09:00**

MAY 2019

DAY	DATE	COMMITTEE	TIME
Wednesday	**01**	**PUBLIC HOLIDAY - WORKERS DAY**	
Thursday	**02**	**Bid Adjudication Committee**	**14:00**
Friday	**03**	**Revenue Enhancement (MM)**	**09:00**
Friday	**03**	**Budget Performance Comm**	**10:00**
Monday	**06**	**Credit Control Team (Revenue)**	**09:00**
Monday	**06**	**Top Management**	**12:00**
Monday	**06**	**Bid Specification Committee**	**14:00**
Tuesday	**07**	**Finance PC**	**09:00**
Tuesday	**07**	**Corporate Services PC**	**12:00**
Wednesday	**08**	**Planning, Development & Tourism PC**	**09:00**
Wednesday	**08**	**Community Services PC**	**12:00**
Thursday	**09**	**Infrastructure & Engineering PC**	**09:00**
Friday	**10**	**Revenue Enhancement (MM)**	**09:00**
Friday	**10**	**Budget Performance Comm**	**10:00**
Monday	**13**	**Credit Control Team (Revenue)**	**09:00**
Monday	**13**	**Top Management**	**12:00**
Monday	**13**	**Bid Specification Committee**	**14:00**
Tuesday	**14**	**Bid Evaluation Committee**	**08:30**
Tuesday	**14**	**Maycom & Exec Man**	**09:00**
Wednesday	**15**	**Samras Steering Committee**	**10:00**
Thursday	**16**	**Website Steering Committee**	**08:30**
Thursday	**16**	**IT Steering Committee**	**11:00**
Thursday	**16**	**Rules & Ethics Committee**	**14:00**
Thursday	**16**	**Bid Adjudication Committee**	**14:00**
Friday	**17**	**Revenue Enhancement (MM)**	**09:00**
Friday	**17**	**Revenue Enhancement Task Team**	**10:00**
Monday	**20**	**Credit Control Team (Revenue)**	**09:00**
Monday	**20**	**Top Management**	**12:00**
Monday	**20**	**Bid Specification Committee**	**14:00**
Tuesday	**21**	**Bid Evaluation Committee**	**08:30**
Tuesday	**21**	**Mayoral Committee**	**09:00**
Thursday	**23**	**MPAC**	**09:00**
Friday	**24**	**Local Labour Forum**	**09:00**
Friday	**24**	**Revenue Enhancement (MM)**	**09:00**
Friday	**24**	**Budget Performance Comm**	**10:00**
Monday	**27**	**Credit Control Team (Revenue)**	**09:00**

Monday	**27**	**Top Management**	**12:00**
Monday	**27**	**Bid Specification Committee**	**14:00**
Tuesday	**28**	**Bid Evaluation Committee**	**08:30**
Tuesday	**28**	**Maycom & Exec Man**	**09:00**
Thursday	**30**	**Council Meeting - Approval of Budget, Annual Report, Oversight Report & IDP**	**10:00**
Thursday	**30**	**Bid Adjudication Committee**	**14:00**
Friday	**31**	**Skills Development Committee**	**08:00**
Friday	**31**	**Revenue Enhancement (MM)**	**09:00**
Friday	**31**	**Budget Performance Monitoring Committee**	**10:00**

JUNE 2019

DAY	DATE	COMMITTEE	
Monday	**03**	**Credit Control Team (Revenue)**	**09:00**
Monday	**03**	**Top Management**	**12:00**
Monday	**03**	**Bid Specification Committee**	**14:00**
Tuesday	**04**	**Bid Evaluation Committee**	**08:30**
Tuesday	**04**	**Finance**	**09:00**
Tuesday	**04**	**Corporate Services**	**12:00**
Wednesday	**05**	**Planning, Development & Tourism**	**09:00**
Wednesday	**05**	**Community Services**	**12:00**
Thursday	**06**	**Infrastructure & Engineering**	**09:00**
Friday	**07**	**Revenue Enhancement (MM)**	**09:00**
Friday	**07**	**Budget Performance Comm**	**10:00**
Monday	**10**	**Credit Control Team (Revenue)**	**09:00**
Monday	**10**	**Top Management**	**12:00**
Monday	**10**	**Bid Specification Committee**	**14:00**
Tuesday	**11**	**Bid Evaluation Committee**	**08:30**
Tuesday	**11**	**Maycom & Exec Man**	**09:00**
Wednesday	**12**	**Samras Steering Committee**	**10:00**
Thursday	**13**	**Website Steering Committee**	**08:30**
Thursday	**13**	**IT Steering Committee**	**11:00**
Thursday	**13**	**Bid Adjudication Committee**	**14:00**
Friday	**14**	**Employment Equity Committee**	**09:00**
Friday	**14**	**Revenue Enhancement (MM)**	**09:00**
Friday	**14**	**Budget Performance Comm**	**10:00**
Monday	**17**	**Credit Control Team (Revenue)**	**09:00**
Monday	**17**	**Top Management**	**12:00**
Monday	**17**	**Bid Specification Committee**	**14:00**
Tuesday	**18**	**Bid Evaluation Committee**	**08:30**
Tuesday	**18**	**Mayoral Committee**	**10:00**
Wednesday	**19**	**Rules & Ethics Committee**	**14:00**

Friday	**21**	**Local Labour Forum**	**09:00**
Friday	**21**	**Revenue Enhancement (MM)**	**09:00**
Friday	**21**	**Revenue Enhancement Task Team**	**10:00**
Monday	**24**	**Credit Control Team (Revenue)**	**09:00**
Monday	**24**	**Top Management**	**12:00**
Monday	**24**	**Bid Specification Committee**	**14:00**
Tuesday	**25**	**Bid Evaluation Committee**	**08:30**
Tuesday	**25**	**Maycom & Exec Man**	**09:00**
Wednesday	**26**	**Performance Audit Committee**	**08:30**
Wednesday	**26**	**Kouga Audit Committee**	**09:00**
Thursday	**27**	**Council Meeting**	**10:00**
Thursday	**27**	**Bid Adjudication Committee**	**14:00**
thus	**27**	**MPAC**	**09:00**
Friday	**28**	**Revenue Enhancement (MM)**	**09:00**
Friday	**28**	**Budget Performance Monitoring Committee**	**10:00**

REPORTS BY THE PORTFOLIO CHAIRPERSON: INFRASTRUCTURE AND ENGINEERING

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

INFRASTRUCTURE & ENGINEERING

DATE: 29 JUNE 2018 **ITEM NO: 18/06/I&E1**

RE-NEW DECLARATION OF A LOCAL STATE OF DISASTER IN THE KOUGA MUNICIPAL AREA DUE TO PREVAILING DROUGHT CONDITIONS

1. Introduction

The purpose of this report is to seek approval and support from Council to renew the declaration of a local state of drought disaster in the Kouga Municipal area due to prevailing drought conditions.

2. Background

Due to the prolonged drought conditions and low rainfall, the major storage dams serving the area have reached critical levels. If the current drought conditions persist it will have disastrous and far reaching negative implications for the region and the Kouga area.

Council originally declared a state of disaster on 31 May 2017 under item 17/5/IPD4.This declaration was subsequently published in the Extraordinary Provincial Gazette No 3876 on the 12 June 2017.

Council re-newed the drought declaration on 1 February 2018 under Item 18/02/I&E1

The Minister of Cooperative Governance and Traditional Affairs declared a National State of Disaster which was published in Government Gazette no.41493 on 13 March 2018.

3. Content

In terms of Clause 55 of the Disaster Management Act no 57 of 2002, the Kouga Municipality can declare a local disaster as follows:

"Declaration of a local state of disaster"

55.(1) In the event of a local disaster the council of a municipality having primary responsibility for the co-ordination and management of the disaster may, by notice in the provincial gazette, declare a local state of disaster if-

(a) Existing legislation and contingency arrangements do not adequately provide for that municipality to deal effectively with a disaster:

Or

(b) Other special circumstances warrant the declaration of a local state of disaster"

The possible non-availability of water will have a serious impact on the provision of basic services to the residents of Kouga Municipality. This current situation falls in this category of a local disaster.

4. Recommendation

4.1 That Council, in terms of Section 55(1) of the Disaster Management Act No57 of 2002, renew the declaration of a local state of disaster.

4.2 That Administration arranges for the gazetting of said declaration in the provincial gazette.

4.3 That the Sarah Baartman District Municipality be informed accordingly.

4.4 That a schedule of Council resources, personnel and funds be allocated for the implementation of water conservation and demand management initiatives, to reduce water usage.

4.5 That application be made to provincial and national government for additional funds to assist Kouga Municipality with the implementation of emergency measures.

Item prepared by: Acting Director I&E: E Oosthuizen

Noted by the Portfolio Chairperson