



KOUGA

local municipality

Good Governance through Service Excellence

ORDINARY COUNCIL MEETING

AGENDA

Date	:	28 February 2022
Time	:	09:00
Venue	:	Virtual Meeting

KOUGA MUNICIPALITY (EC108)	UMASIPALA I-KOUGA (EC108)	MUNISIPALITEIT KOUGA (OK108)
<u>NOTICE CONVENING A MEETING</u>	<u>ISAZISO NGENTLANGANISO</u>	<u>KENNISGEWING VAN VERGADERING</u>
NOTICE IS HEREBY GIVEN in terms of the amended Directions on Municipal Operations and Governance, in terms of Section 27(2) of the Disaster Management Act, 2002, that a virtual Council Meeting will be held on	OKU KUKWAZISA malunga neZikhokelo eziLungisiweyo ekuSebenzeni koMasipala kunye noLawulo ngokweMigagqo yeCandelo lama 27(2) loMthetho woLawulo lweNtlekele ka 2002, ukuba kubanjwe intlanganiso ebonakalayo yesigqeba Ye khansile	KENNIS GESKIED HIERMEE ingevolge die gewysigde Aanwysings Vir Munisipale Bedrywighede En Bestuur, Ingevolge Artikel 27 (2) van die Wet op Rampbestuur, 2002, dat 'n virtuele raadsvergadering gehou sal word op
<u>DATE:</u> 28 February 2022	<u>UMHLA:</u> 28 EyoMdumba 2022	<u>DATUM:</u> 28 Februarie 2022
<u>TIME:</u> 09:00	<u>IXESHA:</u> 09:00	<u>TYD:</u> 09:00
 <u>B.WILLIAMS</u> SPEAKER	 <u>B.WILLIAMS</u> USOMLOMO	 <u>B.WILLIAMS</u> SPEAKER

Councillors are required to comply with the Standing Rules and Orders of Council and all its Committees By-law as promulgated in the Provincial Gazette on 22 October 2018 No.4134 and applicable to this meeting of Council. Any person who willfully contravenes any provision of these rules shall be guilty of an offence and which contravention shall be dealt with in accordance with the disciplinary procedures for Councillors.

A G E N D A

1. **NOTICE OF MEETING**
2. **OPENING AND WELCOME**
3. **ABSENT WITH LEAVE**
4. **ABSENT WITHOUT LEAVE**
5. **PRESENTATIONS**
6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**
7. **STATEMENTS OR COMMUNICATIONS BY THE SPEAKER**
8. **STATEMENTS OR COMMUNICATIONS BY THE EXECUTIVE MAYOR**

9. **REPORT BACK: SARAH BAARTMAN DISTRICT MUNICIPALITY REPRESENTATIVE**

None

10. **REPORT BACK: INTERGOVERNMENTAL RELATIONS FORUM (IGR)**

None

11. **REPORT BACK: MUNIMEC**

None

12. **DISCLOSURE OF INTEREST**

13. **STATUTORY MATTERS**

14. **MINUTES OF PREVIOUS MAYORAL COMMITTEE MEETING FOR INFORMATION**

Minutes of the Mayoral Committee Meeting held on 24 August 2021

Pages: 7- 38

15. **CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING**

15.1 Minutes of the Ordinary Council Meeting held on 13 December 2021

Pages: 40 - 66

15.2 Minutes of the Special Council Meeting held on 31 January 2022

Pages: 67 - 82

15.3 Minutes of the Special Council Meeting held on 7 February 2022

Pages: 83 - 88

16. **MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR**

(The reports by the Executive Mayor, in terms of the provisions of Section 63 of the Local Government Municipal Systems Act, 32 of 2000, on matters dealt with by the Executive Mayor in terms of delegated authority as detailed in the Minutes to be noted).

17. **REPORT BY THE OFFICE OF THE MUNICIPAL MANAGER**

22/02/MM4

Council Resolutions for 13 December 2021, 31 January and 7 February 2022

Pages: 91 - 103

18. **REPORTS BY THE EXECUTIVE MAYOR**

18.1 **REPORTS BY THE PORTFOLIO CHAIRPERSON: FINANCE**

22/02/F52 2021/22 Adjustments Budget

Pages: 105 - 147

22/02/F53 Virement Policy

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18.2 **REPORTS BY THE PORTFOLIO CHAIRPERSON: CORPORATE SERVICES**

22/02/CORP6 Portfolio Structure of Section 80 Committees

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22/02/CORP12 Appointment of Members of the Public to serve on MPAC

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18.3 **REPORTS BY THE CHAIRPERSON: INFRASTRUCTURE & ENGINEERING**

22/02/I&E16 Acceptance of R12.5 Million Funds for Municipal Drought Relief as received from COGTA and Re-Allocation of Utilization

Pages: 183 - 197

18.4 **REPORTS BY THE CHAIRPERSON: PLANNING, DEVELOPMENT & TOURISM**

22/02/PDT5 Sponsorship/ Partnership Agreement from BS Sport (Pty) Ltd T/A Amanzi Challenge Requested to Co- Host St Francis Amanzi Challenge.

Pages: 199 – 209

22/02/PDT13 Reprioritisation of Eskom Funding Allocation for the Installation of Electrical Connections and Approval Request for Transfer of Unspent Pre-engineering and Household Connections

Pages: 210 - 212

22/02/PDT14 Funding Approval for the Construction of Additional 468 Houses in Houses in Oceanview From 200 To 668 Top Structures In 22/23 and 22 FY

Pages: 213 - 215

22/02/PDT16 Grant In Aid Allocations for the 2021/2022 Financial Year

Pages: 216 - 227

19. **CLOSURE**

Distribution list:

Executive Mayor

Deputy Executive Mayor

Speaker

All Councillors

Municipal Manager

All Directors

Relevant Managers

Committee Services

MINUTES OF
PREVIOUS
MAYORAL
COMMITTEE
(FOR INFORMATION)

**MINUTES OF A VIRTUAL MAYORAL COMMITTEE MEETING OF THE KOUGA
MUNICIPALITY HELD ON TUESDAY, 24 AUGUST 2021 AT 09:04**
Present:
Councillors

H Hendricks	(Executive Mayor)
H Bornman	(Speaker)
B Rheeder	
F Baxter	
T Jantjes	
W Gertenbach	
B Williams	
D Benson	

**Councillors
as Observers**

L Vorster
M van Niekerk
F Campher
J Alexander
B Dhludhlu

Officials

C Du Plessis	(Municipal Manager)
K Moodley	(Director: Corporate Services)
F Mabusela	(Director: PDT)
N Machelesi	(Director: Community Services)
R Lorgat	(Chief Financial Officer)
E Delport	(Acting Director: Infrastructure & Eng)
L Opperman	(Manager: Legal Services)
D de Jager	(Manager: Human Resources & Acting: Deputy MM)
J Feroz	(Manager: Risk and Internal Audit)
A Jonck	(Manager: Office of the Mayor)
M Basson	(Senior Media Liaison Officer)
M Rossouw	(Manager: Admin & Auxiliary Services)
M Goduka	(Manager: ICT)
N Zode	(Acting Senior Committee Officer)
M Julius	(Committee Clerk)

1. NOTICE OF MEETING

The Executive Mayor read the notice convening the meeting and advised that in terms of the amended Directions on Municipal Operations and Governance and in terms of Section 27(2) of the Disaster Management Act, 2002, that a virtual Mayoral Committee Meeting will be held using the zoom platform.

2. OPENING AND WELCOME

The Executive Mayor welcomed those present and asked that Cllr D Benson open with a prayer. For the purpose of attendance, he asked that cameras be turned on at the start of the meeting to indicate presence in future.

3. **WITH LEAVE OF ABSENCE**

None

4. **PRESENTATIONS**

None

5. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**

None

6. **STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR**

The Executive Mayor welcomed the GIZ Engineer, Ms Anna Horlein. The Mayor looked forward to the value that she would add to Kouga Municipality over the upcoming two years as her expertise lay in water resources and environmental management.

On roll-over applications, he stated that there were no major challenges as of yet. He wanted to be kept more abreast on revenue and expenditure with more regular updates throughout the month and not just a Section 71 report. It appeared that the Municipality was prepared for a budget adjustment. There were prevailing conditions of Covid-19 and a drought but internal funding and project funding had to be reprioritised for emergency drought mitigation. The situation was dire but the Municipality was doing everything possible to mitigate the drought situation.

The administration had to be aware that every day lost was a day that the Municipality did not have. It had to act with a sense of urgency on all plans for implementation. There had been rain and the Kouga dam was filled at just over 5% but he had not received an indication on the status of other dams and their capacities.

He detailed how he had an encounter with a resident from Hankey who had raised concern about water tanks and the difficulty experienced when collecting water. More central water points for Hankey had to be considered.

7. **DECLARATION OF INTEREST**

None

8. **STATUTORY MATTERS**

9. **CONFIRMATION OF MINUTES OF PREVIOUS MAYORAL COMMITTEE MINUTES**

9.1 **MINUTES OF THE SPECIAL MAYORAL COMMITTEE HELD ON 29 JUNE 2021**

MATTERS ARISING FROM THE MINUTES

The Executive Mayor stated that minutes were tabled for minor corrections and clarity.

Cllr Williams congratulated the scribe, Ms Monique Julius, and the Corporate Services Department on the quality of minutes.

The Executive Mayor thanked Ms Julius as well.

Cllr Jantjes on the Humansdorp CBD lights mentioned on page 20, stated that the lights were an ongoing concern but he had noticed that lights in the main street had been repaired. He hoped the lights in the entire CBD would be repaired.

On the demolition of the caravan park mentioned on page 26 , he stated that demolition had been completed and the buildings in the country club area were being addressed.

The Executive Mayor asked if the swimming pool had been filled up with rubble and whether the Wind Farm was going ahead with projects.

Alderman Rheeder responded that there was an item on the matter within the Agenda.

Resolved (24 August 2021)

1. That the minutes of the Mayoral Committee meeting held on 29 June 2021 be accepted.

Proposed: T Jantjes

Seconded: B Williams

10. **REPORT BY THE OFFICE OF THE MUNICIPAL MANAGER**

21/08/MM1

MAYORAL RESOLUTIONS FOR 29 JUNE 2021

Resolved (24 August 2021)

1. That the updated Action Sheets reflecting resolutions of the Mayoral Committee meeting for 29 June 2021, be noted.
2. That it be noted that all resolutions are referred to Top Management meetings for discussion whereafter outstanding reports are submitted to their respective Portfolio Committee meetings.
3. That Directorates complete the Action sheets comprehensively, indicating the official responsible for actioning the recommendation, the due date, status of completion and tasks performed.

21/08/MM2

MONTHLY CALL CENTRE REPORT ON SERVICE DELIVERY REQUESTS AS AT JUNE 2021

The Executive Mayor asked if it was the same report that was tabled at the Corporate Services Portfolio meeting.

Cllr Jantjes responded that it was the same report and indicated that it was for noting.

Cllr Gertenbach stated that it appeared that rural wards did not have the same reporting as urban wards and asked if there was a reason for the difference in reporting. He further questioned the duplication of reported incidents and how this was addressed. How was progress measured for service delivery considering duplications?

The Director: Corporate Services, asked if Cllr Gertenbach was referring to the volume of concerns raised by rural wards compared to more suburban wards. There was a trend where rural wards did not report as much as those in the suburbs, therefore there was a difference in reporting. Reporting via the call centre had to be promoted more for those in rural communities with limited internet access.

On duplication, she stated that duplication was addressed at the time of reporting as duplicates were removed but there were instances where several people called regarding the same incident. She asked that the Manager: Administration and Auxiliary Services provide further clarity.

The Manager: Administration and Auxiliary Services stated that the Director was correct. On the sewerage reporting, she said that for one pump station there could be multiple loads carried over. The reporting was done per load, therefore one incident could be reported multiple times.

The Speaker stated that the call centre had major issues regarding the App, telephone lines and reporting. He requested an urgent call centre meeting with the relevant persons to address matters.

The Executive Mayor asked if the Speaker was making reference to the instance where the call centre had been down for weeks and capturing was being done on excel sheets.

The Speaker confirmed that the Mayor was correct and stated that perhaps the matter had to be addressed on another platform.

The Executive Mayor stated that the item had to be addressed.

Cllr Jantjes concurred with the Speaker that there were issues. He had reported in the MAYCOM chat the previous day about the technical developments that took place which hindered the call centre's day to day functionality.

There had been changes made to the Link App without prior engagement to implementation. Corporate Services had engaged with the App Developers. The Municipal Manager had also been engaged on the matter and there had been engagement with the relevant administration officials as well.

An email had been sent to the Mayoral Committee, including the Speaker, detailing the background of the technical difficulties as well.

He agreed with the Mayor that the issue had to be addressed. The community had been informed via the Facebook page when there were issues with the App. The matter was not resolved as the Call Centre Supervisor had to capture information on excel sheets which would have to be uploaded to the system. There was a concern that this would affect Corporate Services' reporting.

The Director: Corporate Services stated that she had spoken to the Call Centre Supervisor that day and was informed that the App was closer to functional than it had been for the past four weeks. The inherent issue was that developers made changes to the App without the users input. A proper change control process was not introduced before the changes went live.

The developers had not done the proper testing before going live which resulted in residents being unable to log issues and call takers not being able to capture on the system hence the use of excel. There was an excess of 400 000 issues captured that had to be uploaded back on the Link system.

That matter was being resolved by the Manager: Administration and Auxiliary Services and the Call Centre Supervisor. An SOP was also being discussed with the developers that would inform residents regarding the changes to the App. This would be distributed later that day or the following day.

The situation was a learning curve that highlighted the importance of users being involved in changes in any system as well as that systems had to be tested properly before going live.

The Executive Mayor requested a full report on the matter which included who the role players were, the cause and corrective measures in place. It was unacceptable that the service had been down for such a long period.

On social media reach, he stated that the Municipality's Facebook page was inadequate as it only reached a few Kouga households. SMS's and WhatsApp messages had to be used to reach a bigger audience. Social media communication which would have a broader reach to communities had to be investigated. The Ovvio system had to have functionality which allowed the distribution of information via SMS and WhatsApp.

Cllr Gertenbach detailed an instance of a water break where he had struggled to contact the Municipality but found Ms Lesley Ann September on site trying to reach the necessary officials. He thanked the Director: Corporate Services and Manager: Administration and Auxiliary Services and their staff which assisted.

The Executive Mayor stated that Ms September was a go-to contact on weekends which he could depend on. She was a staff member that exemplified good governance through service delivery.

The Director: Corporate Services stated that since Ms September had been taking on the services coordinator role, there had been a substantial difference on how suction tankers were being operated.

Cellphone devices were introduced because of the Link App as smart phones were a requirement. It was therefore unacceptable that Ms September had to call people and have no response. Staff were not answering phones over the weekend despite cellphones being tools of trade. The workers had to be available via their cellphones especially those on standby. There was a challenge of accessing staff on weekends and after hours.

With the introduction of the Link App, the staff had to be on the App but currently the system was manual where the Call Centre Supervisor had to physically write to inform the relevant supervisors of issues. She asked that the Acting Director: I&E assist by having staff use the App to make themselves accessible. If the staff did not do this, she did not see the reason why all the staff required cellphone devices.

The Executive Mayor stated that the issue was a lack of consequences and that there had to be consequence management for those who did not answer their phones.

Resolved (24 August 2021)

1. That the monthly call centre report on Service Delivery Requests as at June 2021, be noted.
2. That I & E investigate the number of reoccurrences related to blocked sewer and take steps to prevent such reoccurrence.

21/08/MM3

REPORT ON CALL CENTRE SERVICE DELIVERY REQUESTS NOT RESOLVED FROM 1 OCTOBER 2017 TO 30 OCTOBER 2020

Cllr Jantjes introduced the item for noting.

The Executive Mayor stated that the report was discussed at Portfolio level therefore it would not be discussed again.

Cllr Gertenbach stated that I&E had 33 items left on the outstanding list and by the end of the month there had to be no blue lines in the report.

Resolved (24 August 2021)

1. That the report on call centre service delivery requests not resolved, be noted.
2. That the Committee notes that a total of 422 service delivery requests out of 779 have been resolved.
3. That a report be extracted and submitted to relevant Managers and Directors weekly for resolution of matters.
4. That Community Services resolve the high number of unresolved service delivery requests and provide the Municipal Manager with timeframes for resolution of such matters.

21/08/MM4

YEAR ON YEAR COMPARATIVE CALL CENTRE REPORT ON SERVICE DELIVERY REQUESTS

Cllr Jantjes introduced the item for noting and stated that the report had been discussed at Portfolio level.

Resolved (24 August 2021)

1. That the comparative call centre report on service delivery requests for the 18/19 vs 19/20 vs 20/21FY's, be noted.
2. That I&E devise a plan to phase out the septic tank system.

21/08/MM5

REPORT ON THE PROGRESS OF THE WARD DEVELOPMENT FUND AS AT 10 JUNE 2021

Cllr Jantjes introduced the item.

The Executive Mayor asked that the heading on page 120 be corrected to indicate that item no 21/08/MM3 fell under the "Office of the Municipal Manager" and not "Corporate Services".

The Executive Mayor asked if there were cumulative totals for expenditure included in the report for all wards.

The Manager: Office of the Mayor stated operational expenditure was at 68% and capital expenditure was at 100%.

The Executive Mayor asked that the information be included in the report submitted to Council.

Resolved (24 August 2021)

1. That the Committee note this report.
2. That the updated report be submitted to the next Council meeting.

21/08/MM6**MEDIA REPORT: FOURTH QUARTER 2020/2021****Resolved (24 August 2021)**

1. That the media report for the fourth quarter of the 2020/2021 financial year be noted.

21/08/MM7**REQUEST FOR NOTING OF THE INTERNAL AUDIT FINDINGS SCHEDULE**

The Executive Mayor enquired whether the item was an action sheet or the findings.

The Manager: HR/Acting Deputy Municipal Manager responded that it was a new action sheet that would be updated by Internal Audit and submitted to the Mayoral Committee.

The Executive Mayor welcomed the report and stated that it had to be carefully monitored.

Resolved (24 August 2021)

1. That the Mayoral Committee note the contents of the schedule.
2. That all relevant Directorates action and implement Internal Audit findings and recommendations.

21/08/MM8**REPORT ON 8 VACANCIES FOR A PUBLIC WORKS PROGRAMME 2021/22– HOME BASED CARE PROGRAMME**

The Executive Mayor was inaudible.

The HR Manager/ Deputy Municipal Manager responded but was inaudible as well.

Cllr Gertenbach stated that there were many items that did not appear at Portfolio meetings before being submitted to the Mayoral Committee and sometimes Council.

The HR Manager/Deputy Municipal Manager stated that there was no Portfolio Committee which dealt with the Office of the Municipal Manager's items.

Office of the Municipal Manager items had been previously tabled under the Corporate Services Portfolio, but it had since been determined that the items had to be tabled at the Mayoral Committee.

Resolved (24 August 2021)

1. That the report on 8 vacancies on Expanded Public Works Programme for Home Based Programme care givers be noted.
2. That it be noted that the vacancies have been advertised with closing date being 12th August 2021.
3. That it be noted that Sarah Baartman District Municipality will be conducting the selection and recruitment processes with assistance from Kouga Municipality.

21/08/MM9

ISIQALO YOUTH FUND

The Executive Mayor stated that the item was supported.

Resolved (24 August 2021)

1. It is recommended that this report be noted and be supported.

21/08/MM10

PUBLIC PARTICIPATION: MAY TO JUNE 2021

The Executive Mayor stated that there was improvement in the ground Covid-19 response in respect of the Public Participation unit.

Cllr Gertenbach stated that he would like to see the minutes of Ward Committee meetings as he felt that not all of the Ward Committee Meetings had taken place.

The HR Manager/Deputy Municipal Manager stated that he would discuss it with the relevant officials to ensure that Cllr Gertenbach received the minutes.

Cllr Jantjes asked the Public Participation Unit to ensure that the relevant stakeholders would be participating in the Internal Communications Summit.

The HR Manager/Deputy Municipal Manager stated that a preliminary meeting had been held with the Public Participation unit, Communications unit and Internal Communications. Preliminary plans were created and there would be a follow up meeting with the Director: Corporate Services and Manager: Office of the Mayor. The strategy as well as Standard Operating Procedures had to be considered as well. Once the administrative matters had been addressed there would be a meeting with all the relevant stakeholders.

The Executive Mayor asked that the last sentence in italics for recommendation 7.2 be deleted.

The Manager: Office of the Mayor responded that the meeting had happened. The text in italics would be removed from recommendations and added elsewhere in the report.

The Executive Mayor stated that the recommendations had to be amended and Cllr Gertenbach had to receive the minutes he requested.

Resolved (24 August 2021)

1. That the Committee must consider the impact of no feedback meetings in terms of access to information to the broader public and institute a mechanism to hold virtual feedback meetings, either per ward or clusters.
2. That the Committee notes that an Integrated Communications Strategy for KLM will be developed through a planned Internal Communications Summit during 1st quarter of FY 2021/22, which if implemented will pave the way for the establishment of Public Participation Communications Committee as per the Public Participation Policy.

11. REPORTS BY THE PORTFOLIO COMMITTEE CHAIRPERSONS

11.1 FINANCE

21/08/F10 MONTHLY REPORT OF ALL COUNCIL PROPERTIES LEASES AS AT 31 MAY 2021

Cllr Williams introduced the item and stated that the two leases with outstanding balances were being followed up.

Resolved (24 August 2021)

1. That the Operating Lease of Council properties as at 31 May 2021, be noted.
2. That the Committee note comments on each lease.

21/08/F17 REPORT ON THE PERFORMANCE (SDBIP) FOR FINANCE

Cllr Williams introduced the item for noting.

The Executive Mayor asked if the performance plans for the new SDBIP had been signed off?

The Municipal Manager responded that all performance plans had been signed. The first SDBIP reports would be for the end of August.

Resolved (24 August 2021)

1. That the Operational and Capital SDBIP as at 30 June 2021 be noted.

11.2 **CORPORATE SERVICES**

21/08/CORP1 PORTFOLIO RESOLUTIONS FOR 8 JUNE 2021

Cllr Jantjes introduced the item for noting.

Resolved (24 August 2021)

1. That the updated Action Sheets reflecting Portfolio resolutions for the Corporate Services Directorate be noted.

21/08/CORP2 CORPORATE SERVICES OPERATIONAL AND CAPITAL SDBIP REPORT AS AT 30 JUNE 2021

Cllr Jantjes introduced the item and stated there were multiple highlights within the report such as the expenditure on the Biometrics system, fencing completed, the vacancy rate as well as the reduction in overtime.

Resolved (24 August 2021)

1. That progress on the Operational and Capital SDBIP as at 30 June 2021 be noted.

21/08/CORP3 MONTHLY ADMINISTRATION REPORT AS AT END JUNE 2021

Cllr Jantjes introduced the item and stated that the cellphone bill had reduced but printing stats were still a concern.

The Executive Mayor asked if the process of issuing new handsets had been completed. Had the tools of trade been standardized without anomalies?

Cllr Jantjes stated that the Manager: Administration and Auxiliary Services had been issuing phones.

The Manager: Administration and Auxiliary Services stated that the process was ongoing and that there were less than 20 cellphones that had to be issued to employees who were either off sick or on leave.

The Executive Mayor enquired whether the policy regarding the usage of cellphones made provision for the instances where employees did not answer their cellphones.

The Manager: Administration and Auxiliary Services responded that she would confirm but believed that there was a relevant clause that indicated that the relevant director had to take disciplinary action or effect consequence management. She would provide further clarity on email to the Mayor.

The Executive Mayor was concerned about dropped calls especially on weekends and wanted to know what the consequences were for staff that did not answer their phones.

The Manager: Administration and Auxiliary Services committed to providing clarity on the Mayor's concerns on email.

Cllr Jantjes agreed with the Mayor and stated that it was an important issue that had to be addressed.

The Director: Corporate Services stated that she was unsure whether the policy had an exact clause to address calls going unanswered. She would follow up but stated the policy was clear regarding the purpose and intention of the tools of trade. The policy made several references to consequence management for not utilizing the phone for its intended purpose. It also made reference to accessibility and availability for work purposes therefore consequence management was covered in that regard.

The Executive Mayor asked if cellphone and data usage was monitored as it came at a great cost to the Municipality. He wanted to be certain that the cellphones were used for their intended purposes and that it was monitored.

The Director: Corporate Services stated that the contract had been transferred from Telkom to MTN. According to the agreement with MTN, itemized billing could be provided. Reports could be generated and sent to the relevant user departments. The difficulty lay in interrogating the reports as it was lengthy pages of line items. There could be generic reports for overall usage which included top 10 users. If a user department required reports to be generated it could be done.

The Executive Mayor stated that it was his responsibility to consider the Municipality's finance. A list of the top 10 users had to be created and referred back to Internal Audit. He requested a report once this had been completed.

Alderman Rheeder asked if there was a way to check if calls were being answered on cellphones or not.

The Executive Mayor asked if dropped calls reflected in the itemized billing but dropped calls could occur for multiple reasons.

The Director Corporate Services stated that she would follow up with MTN on whether information related to dropped calls was available.

The Executive Mayor asked that the Director respond to Alderman Rheeder as well.

Cllr Jantjes stated it was important to note that there were multiple reasons for dropped calls.

He stated that the Manager: Administration and Auxiliary Services had mentioned an extract in the Zoom chat which indicated that “ 8.3 - If it becomes evident that cell phones are switched off, particularly after hours, or are not being promptly answered, thus making it difficult to reach an official within a reasonable time, the Director has the right to withdraw the cell phone and/or institute disciplinary action.”

Resolved (24 August 2021)

1. That the Monthly Administration report as at end June 2021, be noted.
2. That the Committee takes note of the high volume of abandoned/not answered calls.
3. That respective departments address the issue of not answering calls.
4. That the relevant departments ensure that all notices and advertisements published in newspapers, also be published on the municipal website.

21/08/CORP4

YEAR ON YEAR COMPARATIVE ADMINISTRATION REPORT

Cllr Jantjes introduced the report for noting.

The Executive Mayor welcomed the tremendous improvement in administration.

Resolved (24 August 2021)

1. That the Year-on-Year Comparative Administration Report, be noted.
2. That strict measures be implemented to reduce printing costs.
3. That the Admin section be commended on the reduction of telephone and overtime costs, the increase in building maintenance costs and the overall improvement year on year.

21/08/CORP5

HR REPORT FOR MAY TO JUNE 2021

Cllr Jantjes introduced the report for noting.

Resolved (24 August 2021)

1. That the monthly HR report be noted.

21/08/CORP6

YEAR ON YEAR COMPARATIVE HR REPORT

Cllr Jantjes introduced the report for noting.

Resolved (24 August 2021)

1. That the year-on-year HR report be noted.
2. The significant improvement in all facets of HR since 2016 be noted with appreciation.

21/08/CORP7**OHS RISK ASSESSMENT**

Cllr Jantjes introduced the report for noting.

The assessment was concerning as several items kept reoccurring. He asked if the item had to be taken to Council. At times he felt that the risk assessment was not taken seriously. He wished that the lead departments noted the deadline and addressed issues.

The Executive Mayor stated that the item could be submitted to Council but enquired on whether the matters had been budgeted for. Was the compliance date realistic considering budgetary constraints?

The Manger: HR/Deputy Municipal Manager responded but was inaudible. He stated that OHS had faced issues of non-compliance for a long time. It was important to ensure compliance as the Department of Labour could issue fines and stop work for non-compliance.

The Executive Mayor stated that the report had to be submitted to Council and wished departments luck in meeting in the compliance date. He stated that he did not see the Kwanomzamo waste water treatment works listed for non-compliance. He asked that the specific details for locations be indicated in the report.

Resolved (24 August 2021)

1. That the number of non-compliance issues be noted with concern.
2. That respective departments be given until 30 September 2021 to rectify all non-compliances.
3. That the updated report be submitted to the next Council meeting.

21/08/CORP8**INTERNAL COMMUNICATIONS REPORT: FOURTH QUARTER 2020/2021**

Cllr Jantjes introduced the item for noting.

Resolved (24 August 2021)

1. That the internal communications report for the fourth quarter of the 2020/2021 financial year be noted.

2. The significant improvement internal communications and the resultant satisfaction amongst internal customers, be noted.

21/08/CORP9

PROCUREMENT PLAN REPORT – 21/22 FINANCIAL YEAR

Cllr Jantjes introduced the item for noting.

The Executive Mayor requested clarity on the colour scheme used in the item.

The Director Corporate Services clarified that red indicated behind schedule, green indicated on schedule and blue indicated the actual dates whilst purple indicated the envisioned date. Where the actual dates were in alignment with the envisioned date it would be green but when out of sync it would be red. Yellow indicated in progress.

The Executive Mayor welcomed the report as a mechanism for oversight and asked that all departments provide progress on their procurement plans at the next Portfolio meeting.

Resolved (24 August 2021)

1. That the Procurement plan report as 20 July 2021 be noted.
2. That SCM be urged to finalize advertisements that are outstanding.
3. That the User department closely monitor closing dates of bids and ensure that reports are timeously prepared in conjunction with SCM, for submission to BEC.
4. That all Directorates table Procurement Plan updates at Portfolio Committees.

11.3 INFRASTRUCTURE & ENGINEERING

21/08/I&E1

RE: PROGRESS ON GRANT FUNDING (MIG, WSIG & EPWP) AS AT END JUNE 2021

Cllr Gertenbach introduced the item. The Patensie wastewater treatment works expenditure stood at 96% and it had been a rollover from the previous year. MIG Funding at the end of the year stood at 82%. WSIG, the upgrade to the KwaNomzamo Water works was a 100% completed. However not all the work that had been budgeted for was completed as it was a multi-year project. The report had to be submitted to the next Council meeting.

The Executive Mayor stated that it had to be determined whether rollover applications for grant funding were on track. He had spoken to the CFO and was informed that the Fresh Foods Market was of concern and some funds might be lost in this regard.

The CFO stated that the 50% spending requirement for rollover had not been met for the project.

When applying for rollover, Treasury would only approve up to 50% and the difference would be lost in terms of what had been spent versus the 50%. He would try to include additional motivation as there were letters written to the service provider who delayed implementation as well as the professional service provider that wanted payment prior to issuing designs and drawings before the contractor could work on site. He was aware that Treasury followed certain criteria which was a risk. This was unfortunately the smallest MIG project but all the other projects had met the criteria and the Municipality's application for rollover was approximately R5 million.

The Executive Mayor stated that whenever the institution was at risk of losing funding he had to respond. He requested a full report on what had gone wrong with the project, the impact of a possible loss of funds as well as whether the project would be salvaged. He vehemently opposed the loss of funds.

Cllr Gertenbach stated that one of the issues had been the upgrade of the Sea Vista Sports Field where one of the contractors had abandoned the site. Therefore, expenditure was only at 59%.

Resolved (24 August 2021)

1. That the progress report be accepted.
2. That a full report on the Hankey Fresh Foods Market project be submitted at the next Portfolio meeting.
3. That the report be submitted to the next Council meeting.

21/08/I&E2

PROGRESS REPORT ON THE ROAD RESEALING PROGRAM FOR 2021/2022 FINANCIAL YEAR

Cllr Gertenbach stated that all the planned roads had been resealed except for Dolphin Drive in Jeffreys Bay and the circle before the Marina.

The Executive Mayor stated that the information Cllr Gertenbach was reporting was not indicated in the table.

Cllr Gertenbach stated that the budget for the current Financial Year was R10 million and there had not been expenditure on it yet. He asked the CFO to comment if there had been expenditure.

The CFO responded that the requisitions for the R10 million had been processed in July. The payments would be received in August and September. The SCM and requisitions processes for the R10 million had been completed.

Cllr Gertenbach stated that the report would be updated to include the resealed roads.

The Executive Mayor stated that areas in the Gamtoos Valley had to be considered and included for road resealing for next budget. He wanted to be fully involved when identifying areas for the next portion of the budget.

Cllr Gertenbach stated that there was no report on the upgrading of gravel roads and this was where a large amount of grant funding was spent in the Gamtoos Valley.
The project had not yet started but would begin the following week.

Resolved (24 August 2021)

1. That the report be accepted.

21/08/I&E3

RE: ELECTRICAL MAINTENANCE REPORT FOR THE MONTH OF JUNE 2021

Cllr Gertenbach stated that specific details could be accessed in the August Portfolio agenda. The report had to be submitted to the next Council meeting.

Resolved (24 August 2021)

1. That the electrical maintenance Report for the month of June 2021 be noted.
2. That the report be submitted to the next Council meeting.

21/08/I&E4

REPORT: 200 ELECTRIFICATION PROJECT: PROGRESS AND SPENDING UP TO DATE

Cllr Gertenbach stated that the project was nearly completed with R1200 remaining on the budget.

Resolved (24 August 2021)

1. That the report on the Kruisfontein 200 electrification project for the month of June 2021, be noted.

21/08/I&E5

DAY TO DAY OPERATIONS OF THE FLEET SECTION DURING THE PERIOD OF MAY 2021 & JUNE 2021

Cllr Gertenbach stated that the appendixes could be accessed in August Portfolio agenda and commended the unit for the work it had done.

The Executive Mayor stated that just over R1000 had been spent on a tyre and enquired whether this was the going rate.

Cllr Jantjes stated that the going rate was between R750 and R850 per tyre.

Resolved (24 August 2021)

1. That the report on the Day-to-Day operations during the period of May 2021 and June 2021 be noted.

21/08/I&E10 REPORT ON THE PERFORMANCE CAPITAL (SDBIP) AND OPERATIONAL PERFORMANCE REPORTING'S FOR INFRASTRUCTURE & ENGINEERING AS AT 30 JUNE 2021

Cllr Gertenbach introduced the item for noting.

The Executive Mayor stated that there was a lack of consistency and targets met had to be indicated in writing instead of being coloured differently.

Cllr Gertenbach hoped that it would be addressed by the new Acting Director.

Resolved (24 August 2021)

1. That the SDBIP, as at 30 June 2021, be noted.

11.4 COMMUNITY SERVICES

21/08/CS1 PORTFOLIO RESOLUTIONS FOR 9 JUNE 2021

Cllr Benson introduced the item for noting.

Resolved (24 August 2021)

1. That the updated Action Sheets reflecting Portfolio resolutions for the Community Services Directorate be noted.

21/08/CS2 DRINKING WATER QUALITY REPORT FOR MAY – JUNE 2021

Cllr Benson introduced the item for noting.

The Executive Mayor asked if the quality of water supplied in tanks was being tested at source. There had been complaints that the water in tanks were not tested. He understood that it was extremely difficult for the department to test each tank's water. This had to be addressed as there had been complaints about health issues from the community due to water quality.

Cllr Gertenbach stated that it depended on where the water was sourced but the water was tested on a regular basis by I&E. This was not a biological test but a chemical test.

The Executive Mayor asked that both I&E and Community Services note the issues he raised.

Cllr Benson stated that the Mayor's concerns were noted and that the water had been tested where it came from before it went into tanks. The water would be tested considering the issues raised.

Resolved (24 August 2021)

1. That the report on the drinking water quality for Kouga Municipality be noted.

21/08/CS3 COVID 19 DRINKING WATER QUALITY REPORT MAY – JUNE 2021

Cllr Benson introduced the item for noting.

Resolved (24 August 2021)

1. That the report on the Covid 19 drinking water quality for Kouga Municipality be noted.

21/08/CS4 JOINT OPERATION FOR COVID 19, HYGIENE & FAST-FOOD SAFETY: SPAZA SHOPS

Cllr Benson introduced the item for noting.

Resolved (24 August 2021)

1. That the report on the Joint Covid 19 and Hygiene Compliance Operation between Kouga Environmental Health and Law Enforcement be noted.
2. That all such facilities are required to comply with regulations pertaining to the general hygiene requirement for food premises and Covid-19 requirement and precautionary measures.

21/08/CS8 UPDATE REPORT ON CAPE ST FRANCIS DUNE MAINTENANCE MANAGEMENT PLAN

Cllr Benson introduced the item for noting and asked that the Mayoral Committee support it.

Resolved (24 August 2021)

1. That the report be noted and supported by the Mayoral Committee.
2. That a final report be submitted after public comments and consultations with other Directorates.
3. That the Dune Maintenance and Management Plan be submitted to DEDEAT for approval.
4. That the report be submitted to the next Council meeting.

21/08/CS9 UPDATE ST FRANCIS BAY MAIN BEACH REVETMENT

Cllr Benson introduced the item for noting.

Alderman Rheeder stated that there was a challenge as a road was at risk due to deterioration each time it rained. The area was a public open space and there was no rock revetment in front of it and it was washing away with every high tide.

A serious investigation was required as this would cause the Merry Crescent road to wash away if no action was taken. The land had to be secured.

The Director: Community Services stated that the directorate was working with I&E to address the matter.

Resolved (24 August 2021)

1. That the updated report on St Francis Bay Revetment be noted.
2. That the report be submitted to the next Council meeting.

21/08/CS10 KEEPING KOUGA CLEAN CAMPAIGN

Cllr Benson introduced the item and asked that it be submitted to the next Council meeting.

Resolved (24 August 2021)

1. That the Keep Kouga Clean Campaign be noted and supported.
2. That Communities be encouraged to participate and get involved in the programmes by cleaning up the neighbourhood.
3. That the report be submitted to the next Council meeting.

21/08/CS11 KOUGA MUNICIPALITY LANDFILL COMPLIANCE AND PROVISIONS

Cllr Benson introduced the item and asked that it be submitted to the next Council meeting.

Resolved (24 August 2021)

1. That the report and Annexure on the Landfill Compliance and Provisions be noted.
2. That budget provision be considered in the 2022/23 budget for landfill management, maintenance and rehabilitation.
3. That the report be submitted to the next Council meeting.

21/08/CS12 STANDARD OPERATING PROCEDURE AND INDEMNITY FORM SPORT AND RECREATION AND CARAVAN PARK FACILITIES

Cllr Benson introduced the item and asked that it be submitted to the next Council meeting.

Resolved (24 August 2021)

1. That the Standard Operating Procedures (SOP) and Indemnity form for the Sport and Recreation and Caravan Park facilities be adopted and approved.
2. That the report be submitted to the next Council Meeting.

21/08/CS13 PROGRESS REPORT ON REPAIRS AND MAINTENANCE ON KOUGA FACILITIES

Cllr Benson introduced the item and asked that it be submitted to the next Council meeting.

The Executive Mayor stated that it was not necessary for Council as the item was for noting. It made it unfair for other directorates, who did not submit items for noting. This also made the Council agenda extremely lengthy.

Cllr Benson stated that he suggested that the item be submitted to Council but the Mayor had to make the final decision on whether it would be submitted.

The Executive Mayor stated that it was standard practice that items which did not require Council action be expended at the Mayoral Committee.

Resolved (24 August 2021)

1. That the progress on repairs and maintenance/upgrades completed from April 2021 till June 2021 be noted.

21/08/CS15 PROGRESS REPORT ON THE IMPLEMENTATION OF THE SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN (SDBIP) AS AT 30 JUNE 2021

Cllr Benson introduced the item for noting and asked that recommendation 3.1 be amended to include "the report on implementation".

Resolved (24 August 2021)

1. That the progress report on the progress with regards to the report on the implementation of the SDBIP as at 30 June 2021 be noted.

21/08/CS19 SEA VISTA CHILDREN CYCLING FACILITY

Cllr Benson introduced the item and stated that it had been a long time coming.

Alderman Rheeder stated that an alternative erf had been provided as opposed to the big erf opposite the clinic and library that was previously allocated.

The Executive Mayor supported the item as an alternative erf had been allocated. Council had to note the item as the Mayoral Committee could approve it. A recommendation had to be added that indicated that the report be submitted to the next Council Meeting for noting and it had to be indicated that the Mayoral Committee approved the report in the recommendations.

Resolved (24 August 2021)

1. That the Mayoral Committee approve the report on establishing a cycle track for kids.
2. That such facility complies with the required regulations pertaining to the general hygiene requirements of Covid 19 and that precautionary measures for safety be put in place.
3. That the approved plan be workshopped with the relevant community.
4. That the report be submitted to the next Council Meeting for noting.

21/08/CS20 KEEP KOUGA GREEN CAMPAIGN

The Executive Mayor asked if Council had a formalised relationship with Dorp Van Dromme.

Cllr Benson stated that the organisation had attempted to discuss the formalisation of the relationship, but this had not happened yet. The working relationship had to be formalised in the future.

The Executive Mayor stated that he had asked because the Municipality had a relationship with Woodlands Diary to clear the entrance to Humansdorp, but this had not been formalized in writing as well. There were other unformalised relationships such as those with Mentors Kraal and the Co-operative. These relationships had to be finalised to prevent risk for the Municipality and to ensure that the terms for the maintenance of projects were determined as well. There had to be an offline discussion with the Dorp Van Dromme Chairperson to discuss the formalisation of the relationship.

Cllr Benson noted the Mayors request and stated that partnerships had to be documented and formalised in future.

There was a break from 11: 15 – 11:30.

Resolved (24 August 2021)

1. That the Keep Kouga Green campaign be noted and supported by the Mayoral Committee.

11.5 PLANNING AND DEVELOPMENT**21/08/PD2 MONTHLY PROGRESS REPORT ON HUMAN SETTLEMENTS GRANT FUNDED PIPELINE PROJECTS**

Alderman Rheeder introduced the item for noting.

Resolved (24 August 2021)

1. That the report on the human settlements grant funded projects be noted.

21/08/PD3 LAND AND PROPERTY: PROGRESS REPORT: QUARTER 4 - 25 MAY 2021 TO 20 JULY 2021

Alderman Rheeder introduced the item and recommended that the report be submitted to Council.

Cllr Gertenbach enquired on the current status of the alienation of 89 wet erven in Kruisfontein.

Alderman Rheeder stated that notices were being issued to the few people that were on unauthorised land. Others were in the process of signing agreements with the Municipality to purchase the land over a few months. The land transfer would only happen once the full amount had been paid.

Resolved (24 August 2021)

1. That the content in the Land and Properties progress report be noted.
2. That the report be submitted to the next Council meeting.

21/08/PD4 INSTITUTIONAL PERFORMANCE REPORT: 2020/2021 FINANCIAL YEAR: 4TH QUARTER PERIOD 1 APRIL TO 30 JUNE 2021

Alderman Rheeder introduced the item and stated that the report included LED information.

Resolved (24 August 2021)

1. That the content of the Quarter 1 Institutional Performance Report on the implementation of the 2020/21 Service Delivery and Budget Implementation Plan for the period 1 April and 30 June 2021 be noted.

21/08/PD5 PORTFOLIO RESOLUTIONS FOR 8 JUNE 2021

Alderman Rheeder introduced the item for noting.

Resolved (24 August 2021)

1. That the updated Action Sheets reflecting Portfolio resolutions for the Planning and Development Directorate be noted.

21/08/PD6 TERMS OF REFERENCE: MUNICIPAL STREET NAMING COMMITTEE

Alderman Rheeder introduced the item and stated that it had to be submitted to Council.

The Executive Mayor asked if the proposed committee would be an adhoc committee of Council.

Alderman Rheeder responded that he believed it would be.

Cllr Gertenbach asked who would be responsible for putting up the street names after names had been determined. Was it the Ward Development Fund or Ward Committee responsibility?

Alderman Rheeder stated that I&E was responsible for putting up the street names but the Terms of Reference did not indicate who was responsible.

The Executive Mayor enquired whether it was a committee of Council or subcommittee of the Portfolio committee. If it were a committee of Council such as MPAC, reports would have to be submitted directly to Council.

Alderman Rheeder stated that it was for the Mayoral Committee to determine the type of committee it was. He proposed that it be an adhoc committee of Council as street naming had financial implications.

The Executive Mayor responded that if that were the case then the Mayoral Committee would not be able to have an input on the information before it was submitted to Council. He proposed that the Committee be a subcommittee of the Portfolio Committee.

The Director: PDT concurred with the Mayor. According to the policy the committee reported and recommended to the Mayoral Committee therefore it had to be a subcommittee of Portfolio Committee.

The Executive Mayor requested that the committee be made a subcommittee of the Portfolio Committee.

The Director: PDT indicated that the committee had its first sitting and the two other items included in the agenda regarding street naming were tabled to the Portfolio Committee.

Cllr Gertenbach asked where the input came from for the Committee.

The Executive Mayor stated that the policy guided where the recommendations for street names came from.

Alderman Rheeder stated that there were cases where individual requests had been made but the ward committee represented the ward and therefore had to discuss requests before it could be considered.

Resolved (24 August 2021)

1. That the Terms of Reference for the Municipal Street Naming Committee be accepted.
2. The Committee shall consist of six (6) nominated Members from relevant departments as follows:
 - Portfolio Councillor (Planning and Development)
 - Director: Planning Development & Tourism

- Department: Land & Property Administration
- Public Participation Co-Ordinator
- Director: Infrastructure & Engineering
- Department: Town Planning

3. That the Portfolio Councillor: Planning and Development be appointment as the chairperson of the Municipal Street Naming Committee.
4. That it be noted that monitoring will be undertaken on a quarterly basis by the Municipal Street Naming Committee and will provide the Council with a report on all street naming & numbering matters and process followed.
5. That the report be submitted to the next Council meeting.

21/08/PD7

ALLOCATION OF STREET NAMES AND AREA NAMES: VARIOUS GOVERNMENT SUBSIDIZED HOUSING PROJECT: KRUISFONTEIN, HUMANSDORP

Alderman Rheeder stated that the inputs were received from two wards and detailed the recommendations.

It was a first for Kouga that an official name list would be submitted to Council for approval. He commended the Ward Committees 4 and 5 for the work done to ensure submission to the committee for discussion.

The Executive Mayor asked if all the names were spelled correctly.

Alderman Rheeder stated that he was satisfied that the names were correct as it was discussed.

The Speaker stated that there was a map for Pellsrus included in the appendices which had to be removed as it was relevant to item 21/09/PD8. The policy stated that the Portfolio Committee could make a final recommendation.

The Executive Mayor enquired who would then approve the Portfolio Committees' recommendation.

Alderman Rheeder stated that the Portfolio committee did not have the powers to approve.

The Executive Mayor agreed as the powers were delegated to the Mayoral Committee and that the Portfolio committees were advisory committees and thus did not have the powers to approve. He was not sure if these powers had been given to the Executive Mayor.

The Manager: Legal Services stated that the powers were not subdelegated to the Mayor and therefore the item had to be submitted to Council for final approval.

Alderman Rheeder asked that the committee note that there was a suggestion to name an area van Lingen Park.

The Executive Mayor stated that he had asked that the delegation register be reviewed. There were delegations for the Deputy Municipal Manager that had to be concluded as well. The delegation had to be given to the Mayoral Committee in future so that it could make the final decision.

A recommendation had to be included which indicated that the power to expend on the matter be delegated to the Mayoral Committee. The reports thereafter had to be submitted to Council for noting.

Alderman Rheeder noted the Mayor's request.

The Speaker stated that the current policy had to be amended as it indicated that the Portfolio Committee was given the powers to approve the recommended street names.

The Executive Mayor stated that powers could not be delegated to an advisory Committee therefore the policy had to be amended.

There had to be additional recommendations which indicated that the policy be amended accordingly with what had been proposed and that the delegation be given to the Mayoral Committee to expend on the matter. The policy had to be amended and thereafter be sent to Council for approval.

Resolved (24 August 2021)

1. That it be recommended to Council to **grant in-principle approval** for the proposed street and area names as contemplated in the layout maps for the Maak 'n Las, Sewende Laan, Jeugkamp, and Kruisfontein 391 government subsidized housing projects.
2. That it be recommended to Council to grant authorization to the Accounting Officer to advertise the proposed street and area names herein, for public participation.
3. That budgetary provisions by the relevant Directorates for the erection of the street names be discussed at the next Maycom/ Exec Management meeting for budgeting purposes.
4. That it be noted that all vertical street names need to be included on the street maps and that the Acting Manager: Land & Property and Public Participation Co-Ordinator are in the process of liaising with the Ward Committee, as the proposed street names are to be submitted by the respective Ward Committees.
5. That it be noted that street names and area names are not to be the same when submitted by the respective Ward Committees to avoid misunderstanding in the case of emergencies.
6. That power to expend on the matter be delegated to the Mayoral Committee.

7. That the policy be amended with respect to the delegation of powers accordingly.
8. That the report be submitted to the next Council meeting.

21/08/PD8

**ALLOCATION OF STREET NAMES AND AREA NAMES: GOVERNMENT
SUBSIDIZED HOUSING PROJECT: WARD 2: PELLSRUS 220**

Alderman Rheeder introduced the item. The street names had to be shortened as some were too lengthy for street name signage. The Portfolio Committee had recommended that the surname or the surname and the first initial had to be used.

The Speaker stated that the public input regarding the use of fish names was not mentioned. He supported the view of only using surnames but questioned why the public inputs regarding fish names were not included in the item.

Alderman Rheeder stated that public participation was still forthcoming therefore the public had a second chance to participate.

Resolved (24 August 2021)

1. That it be recommended to Council to **grant in-principle approval** for the proposed street names as contemplated in the layout map for the Pellsrus 220 government subsidized housing projects.
2. That it be recommended to Council grant authorization to the Accounting Officer to advertise the proposed street and area names herein, for public participation.
3. That budgetary provisions by the relevant Directorates for the erection of the street names be discussed at the next Management meeting for budgeting purposes.
4. That it be noted that street names and area names are not to be the same when submitted by the Ward Committee to avoid misunderstandings in the case of emergencies.
5. That the street names be shortened in the report.
6. That the report be submitted to the next Council Meeting.

21/08/PD9

**ACCESS TO RIGHTS TO USE MUNICIPAL PROPERTIES FOR UPGRADES AND NEW
BUILDINGS: BOPHELO IMPILO DEVELOPMENT CENTRE**

Alderman Rheeder introduced the item and indicated that recommendation 6.1 addressed the Mayor's concern about the swimming pool. The Windfarm was requesting access to certain properties in order to begin work.

This was the initial approval but work had to be done on the individual erven and he was concerned that the work which was to be completed was only attached in the appendix and not the actual recommendations.

The Executive Mayor was concerned about recommendation 6.1 and 6.2 as granting approval meant that no other developer could enter. He was particularly concerned about recommendation 6.2 as the implementing agent was not confident that it would invest in the cultural centre and it still had to make a proposal to the trust. The trust had to decide if it would invest. He had heard that there had been a request for co-funding for the project from the Municipality.

Once right to access was granted, the infrastructure project would be ringfenced for the organisation and if it took a long time to decide then nothing would happen until then. He further enquired whether there was legislation that indicated that as soon as Council granted rights to access then development had to begin within a certain period?

The Speaker stated that the maps in the annexures showed large areas and municipal infrastructure was on some of these areas. It had to be made very clear which land portions access was being granted to. He welcomed the proposal but asked that caution be exercised regarding the exact details of the land.

Alderman Rheeder stated that recommendation 6.7 addressed some of the concerns raised. He was displeased that so many matters were addressed within one item.

The Director: PDT stated that perhaps the item had to be split into two or three items. As it was not a case of alienation of property, loss of infrastructure would not be an issue. The intent was that there would be lease agreements concluded for the properties. Some properties had to go through the section 14 process and thereafter it would be determined if there would be a lease.

In response to the Mayor on time frames, she stated that timeframes could be included as conditions within the lease. It could indicate that development had to begin within a specific period and failure to do so would be a breach. The Municipality would thus reserve right to withdraw the lease agreement.

The Executive Mayor stated that it appeared that the Windfarm was proposing R300 million over five years for projects however, there were funds for phase one which it was unlikely to spend. Thus it was looking for alternative projects for funding that it could not use. He asked if this was true and if so, were alternative projects being recommended?

The Director stated that she had not received formal communication regarding the Windfarm but would follow up. If there was a request this would be escalated to the Mayco/Exec discussions. The Executive Mayor requested an update on the matter by Friday.

Alderman Rheeder stated that the recommendations had to be amended to address the concerns raised in the meetings before its submission to Council. Recommendation 6.7 had to include more information regarding each project.

The Executive Mayor agreed and stated that the Director had proposed that the item had be separated for clarity purposes. There also had to be a recommendation that indicated that lease agreements include time frames for development to commence.

Resolved (24 August 2021)

1. That it be recommended to Council to support and **grant approval** for access and right to use the following municipal assets, namely a portion of erf 353 **353 (public pool area as per area FA and EF in Annexure c)**, Humansdorp, a portion of portion 72 of the Farm No. 746 Humansdorp RD (Sea Vista), a portion of erf 1269, Humansdorp and a portion of erf 2, Kruisfontein to Bophelo Impilo Development Centre for upgrading and construction of new buildings.
2. That it be recommended to Council to support and **grant approval** on the request from Bophelo Impilo Development Centre to restore and use the Kouga Cultural Centre located on erf 3291 Humansdorp, to develop the facility into a Craft Centre.
3. That it be recommended to Council to confirm that the following Municipal owned erven, namely erf 1325 and 2586 located in Humansdorp, erf 2551, a portion of 2759 and erf 3493 located in Sea Vista as well as a portion of erf 15, erf 506, 617 and 620 located in Oyster Bay are not needed to provide the minimum level of basic municipal services.
4. That it be noted that section 14 was already done on erf 353, Humansdorp and it was confirmed that the property is not needed to provide the minimum level of basic municipal services.
5. That it be recommended to Council not to support the request to change the project envisaged for erf 2911 Kruisfontein to erf 219 Kruisfontein (Old Stone School) as erf 219 is privately owned and registered in the name of the United Congregational Church of Southern Africa.
6. That the applicant be responsible for all land use application and associated costs, should there be any required.
7. That it be recommended to Council to grant permission to the Accounting Officer to enter into Consent Use Lease agreements with Bophelo Impilo Development Centre in respect of the following properties, a portion of erf **353 (public pool area as per area FA and EF in Annexure c)**, Humansdorp, a portion of portion 72 of the Farm No. 746 Humansdorp RD (Sea Vista), a portion of erf 1269, Humansdorp and a portion of erf 2, Kruisfontein.

8. That the item be split according to the respective rights for use applications.
9. That the updated report/s be submitted to the next Council Meeting.

21/08/PD10 RELOCATION OF THE UNLAWFUL DWELLERS OF THE ASTON BAY CARAVAN PARK

Alderman Rheeder introduced the item and stated that three options for relocation were provided. He apologised that the matter was not discussed at Portfolio level. Option one was part of the land Teen Challenge used but the concern was that the water pipe was not big enough to supply all those relocated. Option two might be a better option. He opened the matter for discussion as the matter had not served at Portfolio level.

The Executive Mayor enquired on the three options.

Alderman Rheeder stated that option two was the best option as it was closer to facilities in Kruisfontein, where a pipeline could be taken to the area. The Municipality only had to identify the land as the relocation would be done by the department of Public Works.

The Executive Mayor enquired whether the Pellsrus inhabitants could be accommodated on option two as well.

Alderman Rheeder stated that social welfare would determine which structures would be put up for housing those relocated.

Cllr Williams on option 2, stated it was close to an existing community. There were complaints from the community. Would there be a public participation process that involved the communities?

Alderman Rheeder responded that recommendation 6.5 addressed Cllr Williams' concerns.

The Executive Mayor stated that human beings were being relocated and he did not want to erode the dignity of people with a public participation process regarding their relocation. He did not believe communities had to be consulted and disagreed with recommendation 6.5. of the item. He needed reasoning for why public participation was absolutely necessary.

The Manager: Legal Services stated that it was temporary accommodation therefore there was no formal requirement for public participation.

The Executive Mayor proposed that recommendation 6.5 be removed and that the report be submitted to Council . He agreed with option two being the most suitable and stated that the services for the site had to be fully investigated.

Alderman Rheeder agreed that that option two be recommended as the preferred site. The provincial department of human settlements also had to be involved in the processes.

The Executive Mayor requested that the unlawful dwellers of Tokyo Sexwale Sports Stadium be included in recommendation 6.2.

Resolved (24 August 2021)

1. That the report on identification of suitable land for the relocation of the Aston Bay Caravan Park unlawful dwellers be noted.
2. That the homeless shelter in the Pellsrus Caravan Park and the unlawful dwellers of Tokyo Sexwale Sports Stadium, be considered for relocation to one of the three sites.
3. That the cost for resettlement to each of the three sites be confirmed.
4. That Council determines the most suitable land option for alternative accommodation in order to enable the Provincial Department of Human Settlement to expedite application process for emergency housing units.
5. That the report be submitted to the next Council Meeting.

11.6 LOCAL ECONOMIC DEVELOPMENT & TOURISM

21/08/LED&T5

**INSTITUTIONAL PERFORMANCE REPORT: 2020 /2021 FINANCIAL YEAR:
PERIOD 1 APRIL TO 25 MAY 2021**

Cllr F Baxter introduced the item for noting.

The Executive Mayor requested an update on the Ocean View Business Centre.

Cllr Baxter stated that the design had been submitted and asked if the Mayor wanted an input on the design. She asked that the Director: PDT comment.

The Director: PDT stated that the designs had been finalised and the tender was going through supply chain processes. Renovations were in the works

The Executive Mayor enquired on which renovations were being done and if property that had to be renovated had already been identified.

The Director: PDT stated that work was being done on an existing property which was the property next to ward offices in Ocean View. The space would be reconfigured. The designs for the centre had served at Portfolio level and at Council previously. The contractual work for the construction was currently being dealt with.

The Executive Mayor stated that he assumed that there had been a budget roll over from the previous year for the project.

Resolved (24 August 2021)

1. That the content of the Quarter 1 Institutional Performance Report on the implementation of the 2020/21 Service Delivery and Budget Implementation Plan for the period 1 April and 30 June 2021 be noted.

12. CLOSURE

The Executive Mayor thanked all present for their valuable input and moved onto the confidential section of the agenda.

The meeting adjourned at 12:37



**H HENDRICKS
EXECUTIVE MAYOR**

23/02/2022

DATE

**CONFIRMATION
OF PREVIOUS
COUNCIL
MINUTES**

**MINUTES OF AN ORDINARY COUNCIL MEETING OF KOUGA MUNICIPALITY HELD ON
MONDAY, 13 DECEMBER 2021 AT 10:07**
PRESENT: Councillors

B Williams	(Speaker)
Ald H Hendricks	(Executive Mayor)
H Bornman	(Deputy Executive Mayor)
D Benson	
B Dhludhlu	
T Jantjes	
W Gertenbach	
H Murray	
R Foley	
F Haystek	
C August	
M Biko	
M van Niekerk	
J Alexander	
L Maree	
S Ruth	
M Dayimani	
P Oliphant	
M Yali	
V Gunuza	
K Ndzalani	
N Ntshota	
M Mbandana	
F Pietersen	
N Ntengwane	
V Zana	
E Mbuqu	
L Nkilishane	
W van der Linde	
M Valgee	

**Officials &
Municipal Manager**

C du Plessis	(Municipal Manager)
M Rossouw	(Acting Director: Corporate Services)
K Moodley	(Acting Director: Infrastructure & Eng)
F Mabusela	(Director: PDT)
N Machelesi	(Director: Community Services)
R Lorgat	(CFO)
D De Jager	(HR Manager & Acting: Deputy MM)
M Basson	(Senior Media Liaison Officer)
E Goliath	(Acting Manager: Office of the Mayor)
L Opperman	(Manager: Legal Services)
N Zode	(Acting Senior Committee Officer)
M Julius	(Committee Clerk)

1. **NOTICE OF MEETING**

2. **OPENING AND WELCOME**

Cllr T Jantjes opened with a prayer.

Cllr M Dayimani asked if the correct persons were in attendance.

The Speaker stated that members of the public were not included and asked that Cllr Dayimani message him privately on the matter.

Cllr P Oliphant stated that he was using his son's gadget hence his name reflected differently. He further stated that participants who were not meant to be in attendance were present.

The Speaker stated that the Acting Deputy Municipal Manager was present as well as Mr E Goliath who was the Acting Manager: Office of the Mayor.

3. **ABSENT WITH LEAVE**

None

4. **ABSENT WITHOUT LEAVE**

None

5. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**

The Speaker extended condolences to Cllr Oliphant for the loss of his brother and requested that a moment of silence be observed.

Cllr D Benson stated that he did not have a list of all the Councillors birthdays yet, but he would obtain a list from the Speaker's Office. He extended birthday wishes to those with upcoming birthdays in December as well as those whose birthdays had passed.

Cllr V Zana expressed gratitude to the Office of the Speaker on behalf of the ANC caucus for postponing the previous week's meeting due to the late Sarah Baartman District Municipality Mayor, Mr Mzimkhulu Njadayi's funeral. The organisation was grateful for this.

The Speaker asked that a moment of silence be observed in memory of the late mayor.

Cllr Dayimani congratulated Cllr Yali on his recent marriage.

The Speaker extended his congratulations to Cllr Yali.

6. **STATEMENTS OR COMMUNICATION BY THE SPEAKER**

The Speaker stated that it had been a busy time for all Councillors since the new Council had been inaugurated on the 17th of November 2021.

While there had been some issues with Ward Offices, these issues had been largely resolved and most offices were open and functioning throughout the Municipality.

He had visited each Ward Office and had personal engagements with the Ward Councillors and was pleased to witness the commitment to serve communities in each town.

Some wards were vast and required an additional office in certain areas like Oyster Bay, Hankey and Patensie and together with these Ward Councillors as well as the administration, solutions were being developed to ensure every resident in Kouga has access to their Ward Councillor. He thanked the officials for their support in resolving issues experienced with ward offices.

While there were many issues to resolve, and budgets were going to be cut to fund drought related projects in the adjustment budget, every effort would be made to support the requests from Ward Councillors.

With the number of positive Covid cases rising, the Office of the Speaker had a fruitful engagement the previous week with the Department of Health. This had resulted in a vaccination programme that will be rolled out to wards across Kouga Municipality, starting the following day.

He urged Councillors to reach out to their respective communities and encourage residents to make use of this opportunity to get vaccinated to protect lives and livelihoods in Kouga Municipality.

Elections for Clinic Committees would take place around March next year and the Department of Health had also requested the Municipality's support to ensure communities were properly represented on these committees.

He would be meeting with a representative of the District Municipality later that week to discuss the roll out of Ward Committee Training which would take place early in 2022.

Ward Councillors were encouraged to network within their communities to ensure the election of diverse and strong Ward Committees who would assist in bringing local government closer to the people in Kouga. These Ward Committees needed to become part of the IDP process and the review of and the adoption of a new IDP which would also take place in 2022.

Properly capacitated Ward Committees were essential in ensuring the Municipality had a vibrant IDP that captured the strategic needs of every community in the Municipality.

The shortlisting process of Ward Assistants had begun, and interviews would take place shortly so that appointments could be made by 1 January 2022.

The Maycom had attended a Strategic Planning Workshop towards the end of November and one of the issues that was highlighted was the turn around time for service delivery complaints. He was aware that this was a frustration to Councillors who reported service delivery issues and could not give feedback to complainants as to when the problem will be resolved.

These issues would be addressed as part of effective performance management system and timelines would be agreed upon so that accurate feedback could be given to communities. Councillors had to continue reporting issues to the call centre and use the WhatsApp number so that the precise stats of what and where problems were occurring could be captured.

The Public Participation Unit had embarked upon a programme to educate the community on reporting water leaks and saving water as the Municipality was in danger of taps running dry in Kouga, despite the good rain received.

He was sure the Mayor would elaborate on the crises facing the Municipality at present. He urged Councillors and officials to continue to spread the message that there was currently a crisis and that we all need to play our part in saving water.

Councillors received training on the Code of Conduct and the Rules of Order, and he wished to remind Councillors of the following. In terms of the Rules of Order each Councillor may speak on an item once and was entitled to ask a question of clarity at the end of the debate of an item.

Should a Councillor still have concerns that have not been addressed, the Rules of Order allowed for a written question was to be submitted, which then needed to be answered at the following meeting of Council. To facilitate constructive debate, he urged Councillors to abide by the rules so to enable constructive and meaningful debates in Council.

Council would be going on recess from that day, but this did not mean that Councillors could go home and relax over the festive season. Councillors still needed to be accessible to communities and be available to resolve issues as they occurred. Both the Mayor, and himself, together with the Maycom and top management would also be available to assist where needed to ensure service delivery continues throughout the festive season.

Enjoy the time with your families and loved ones and I wish you all a blessed Christmas and New Year.

7. STATEMENTS OR COMMUNICATION BY THE EXECUTIVE MAYOR

The Executive Mayor greeted those present. He extended his sincere condolences to the family of the District's late Executive Mayor and thanked Speaker for postponing the meeting.

He acknowledged the newly elected Councillors and wished them a productive term. He hoped that politics would be set aside and that the focus would be on good governance through service excellence.

Covid-19 remained a danger to all especially to lives, livelihoods and the local economy. The prevalence of the new variant, Omicron, was increasing. Considering this and the expected increase in tourism during the upcoming holiday season, he implored citizens and holiday patrons to adhere to Covid-19 safety protocols.

This coupled with the ongoing long drought and the availability of water was of concern, which had taken a drastic turn due to the Department of Water and Sanitation reducing the Municipality's quotas for the foreseeable future. This placed pressure on citizens and the systems, which would be under pressure during the holiday season. He urged people to save water and asked Councillors to further the cause within communities. Day zero had to be pushed back. Councillors' information had been released to allow communities to report water leaks as an urgent priority.

He thanked Director Moodley, for stepping up to manage the Municipality's response to the water crisis as the acting Director Infrastructure and Engineering. He assured Council that her presence in the department had already made a tremendous difference.

Considering the drought and the prevalence of Covid-19, a decision was made to sacrifice the Summer Programme at the risk of further damaging the local economy. This had been a difficult decision to take but safety came first, and the Municipality had to protect its citizens.

He wanted all Directors and Mayoral Committee members to be present during the summer season to allow immediate responses to any arising challenges. The citizens had to be taken care of in respect to water and Covid-19 thus the crisis had to be managed.

He was looking forward to the next five years and believed that the current Council would work together as a productive team. The theme for the next five years was: "If we want more, we have to become more".

8. **REPORT BACK: SARAH BAARTMAN DISTRICT MUNICIPALITY REPRESENTATIVE**

None

Cllr Dayimani stated that District Representatives had been elected but it came as a surprise that there was no report especially considering that its Council had been inaugurated as well. The District Representatives had to be encouraged to come together and formulate a reporting format in order for a report to serve at the next Council meeting. How the Representatives would be channelling the reports had to be formalised.

The Speaker welcomed the suggestion.

The Executive Mayor agreed with Councillor Dayimani and said that an inauguration report had to be forthcoming.

Other Municipalities such as Makhanda and Ndlambe had recalled their Sarah Baartman District Representatives and were in consultations to have new elections. He wanted to know if the Municipality could do the same and re-elect its Representatives. He required a legal opinion on the matter.

The Speaker asked that the Manager: Legal Services respond.

The Manager: Legal Services responded that she would follow up with the Executive Mayor directly.

9. **REPORT BACK: INTERGOVERNMENTAL RELATIONS FORUM (IGR)**

None

10. **REPORT BACK: MUNIMEC**

None

11. **DECLARATION OF INTEREST**

None

The Speaker reminded Councillors to submit their declaration of interest forms by the 17th of January.

Cllr W van der Linde reported that his wife and her partner were doing business with the Municipality, but he had no interest in the company.

The Speaker noted this.

The Executive Mayor explained that there was a clear distinction between a disclosure of interest and a declaration of interest.

The Speaker agreed with the Executive Mayor and stated that this would be corrected going forward.

12. **STATUTORY MATTERS**

None

13. **MINUTES OF PREVIOUS MAYORAL COMMITTEE MEETING FOR NOTING**

14. **CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

14.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 SEPTEMBER 2021**

The Speaker stated that the minutes had been dealt with and discussions were open for clarity or corrections.

Cllr Zana stated that the ANC caucus would not be making corrections to the minutes.

Resolved (13 December 2021)

1. That the minutes of the Ordinary Council meeting held on 30 September be accepted.

Proposed: D Benson

Seconded: C August

14.2 **MINUTES OF THE INAUGURAL COUNCIL MEETING HELD ON 17 NOVEMBER 2021**

Resolved (13 December 2021)

1. That the minutes of the Inaugural Council meeting held on 17 November 2021 be accepted.

Proposed: B Dhludhlu

Seconded: M Biko

15. **MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR**

(The reports by the Executive Mayor, in terms of the provisions of Section 63 of the Local Government Municipal Systems Act, 32 of 2000, on matters dealt with by the Executive Mayor in terms of delegated authority as detailed in the Minutes to be noted).

16. **REPORTS OF COMMITTEES OF COUNCIL**

None

17. **REPORT BY THE OFFICE OF THE MUNICIPAL MANAGER**

21/12/MM1 COUNCIL RESOLUTIONS FOR 30 SEPTEMBER 2021, 14 OCTOBER, 28 OCTOBER AND 17 NOVEMBER 2021

Cllr H Bornman stated that there were several resolutions dated back to 2019-2020 which had not been addressed. There were multiple actions that could be addressed. He asked the Municipal Manager to consider how quickly matters resolved on within Council could be resolved as matters were outstanding for a year or more. He asked that the Municipal Manager expedite these cases.

The Speaker stated that the items recommendations indicated that all resolutions are referred to Top Management meetings for discussion whereafter outstanding reports are submitted to their respective Portfolio Committee meetings. He asked that Municipal Manager note this and Cllr Bornman's concerns.

The Municipal Manager stated that this would be done, and the updated list would be presented at Portfolio Committees.

Cllr M Mbandana stated that he was disappointed by implementation timeframes. He pleaded for implementation to be improved as service delivery was a serious challenge. He hoped that there would be urgency regarding implementation going forward.

The Speaker noted the Councillor and stated that as Portfolio Committees would be formed in due course, Councillors had to raise matters on these platforms to ensure that recommendations were implemented.

Cllr W Gertenbach requested an update on the renewable energy application to the Minister mentioned on page 59.

The Municipal Manager responded that the letter was tabled to the Minister but there had not been feedback yet. Different forums had indicated that attention had been given to the application. Director Moodley could provide a more detailed update.

The Acting Director: I&E stated that the letter sent to the Minister had been de-escalated to the Department of Cooperative Governance and Traditional Affairs (COGTA). COGTA was on-board with the process, and it was working with the Development Bank of Southern Africa (DBSA) to support Municipality's in this endeavour specifically from a non-leading perspective. A high-level task team had been established to handle the project together with the Municipality's team. The Municipality had been identified by COGTA as one that would be supported. This was discussed at MUNIMEC therefore COGTA had stepped in. A meeting was being scheduled with COGTA's renewable energy team, for the following week. It was an on-going process, but the appointment of a task team indicated that there was progress at a high level.

The Speaker asked that Council be kept updated on the matter.

MOTION OF EXIGENCY

EXTENSION OF AMNESTY PERIOD FOR FAULTY ELECTRICAL METERS

Cllr Gertenbach proposed a Motion of Exigency under rule 30.1 to extend the amnesty on faulty electricity meters, if the Speaker would allow.

The Speaker stated that the Councillor would be allowed to table the Motion of Exigency. If Council accepted the motion, a vote would be held on the recommendations.

Cllr Gertenbach stated that the Motion was for Council to extend amnesty on faulty electrical meters until end of January 2022.

Cllr Dhludhlu seconded the Motion of Exigency.

The Speaker stated that there had to be a vote and asked if anyone objected to the Motion. No one opposed and therefore the motion was carried.

Cllr Yali stated that the Motion had to be amended to indicate that it be properly advertised in the Kouga Express

The Speaker stated that an amendment was not required as the information would have to be advertised. The media department had to note that the information had to be widely distributed and communication such as pamphlets had to be provided to Ward Offices for distribution.

Cllr Yali welcomed the Speaker's way forward.

Resolved (13 December 2021)

1. That the amnesty period for faulty electrical meters be extended until the end of January 2022.

Proposed: W Gertenbach

Seconded: B Dhludhlu

Further discussion on item 21/12/MM1

Cllr Dayimani on the purchase of the Klaarfontein Farm mentioned on page 53, proposed that a full report on the progress and future plans for the land be tabled at the next Portfolio Meeting.

On the International Diverse Innovation Solutions (IDIS) funding mentioned on page 53, he said the ANC had previously been very clear that Councillors had to be workshopped on the funding with a clear indication of the associated risks. It appeared that the institution was taking an unsolicited approach on the matter.

This presented a risk and opportunity cost, as there could be better options. The lack of variety presented an opportunity cost and risk therefore a workshop was proposed. Failure to do this may result in the ANC caucus engaging National Treasury to block the project. He hoped that there would be further engagement on the matter.

On the Public Participation Third Quarter Report mentioned on page 54, he raised concerns about unmet targets despite the creation of the Public Participation Unit. The report indicated that serious targets were not met. The Unit had to present on how this would be rectified at the next Council meeting.

On the OHS Risk Assessment mentioned on page 58, he stated that the target was not met and sufficient reasons were not provided. These targets were meant to be met in September, yet no reasons had been provided since.

He began to speak on the Sport Field Custodians mentioned on page 50.

Cllr Dhludhlu raised a point of order. He stated that Cllr Dayimani was repeating a resolution which Council had already decided upon. On IDIS funding, he stated that item 21/12/MM8 addressed the matter.

The Speaker noted Cllr Dhludhlu but indicated that as there were several new Councillors, he would allow the Councillor to continue. He hoped that the recommendations on page 51, which called for Portfolio Committees to interrogate outstanding items, would address the Councillor's concerns.

Cllr Dayimani thanked the Speaker and stated that the points he had raised were relevant to the item. Once wards and sports organisations were treated differently the Municipality would be accused of favouritism. If sports fields were given to certain sports clubs this had to be done uniformly in all wards. He proposed that a report on the status of repairs for sports fields be tabled at the next Council meeting.

The Speaker asked that the outstanding issues be addressed by the relevant Portfolio Committees. He would only allow points of clarity.

Cllr Mbandana stated that there was an issue in his community but was unable to complete his sentence.

The Speaker interjected and stated that only points of clarity would be allowed as the Councillor had spoken on the matter. He requested that issue be submitted in writing to himself and the Municipal Manager. He felt that the recommendations covered all the issues raised by the speakers but Council had to ensure that the matters were addressed at Portfolio Committees.

Cllr Benson proposed that the recommendations be accepted and was seconded by Cllr Dhludhlu.

Resolved (13 December 2021)

1. That the updated Action Sheets reflecting resolutions of previous Council meetings and resolutions approved during the period of the Executive Mayor's Delegated Authority, be noted.
2. That it be noted that all resolutions are referred to Top Management meetings for discussion whereafter outstanding reports are submitted to their respective Portfolio Committee meetings.
3. That Directorates complete the Action sheets comprehensively, indicating the official responsible for actioning the recommendation, the due date, status of completion and tasks performed.

Proposed: D Benson

Seconded: B Dhludhlu

21/12/MM2

REPORT ON DELEGATIONS REGISTER

The Executive Mayor requested that a recommendation be added which indicated that the Delegations Register be submitted for review by Council. The register had to be amended and this had to be done as soon as possible.

The Manager: Legal Services stated that recommendation 5.4 covered the review process which the Mayor had referred to. She was thereafter inaudible.

The Executive Mayor responded that the recommendation referred to an administrative review which was different to his request. A recommendation 5.2 which indicated that the Delegations Register be referred for review and workshop to Council had to be inserted.

The Acting Director I & E indicated that the process followed for the review of policies was that the administration would make amendments or recommendations which would then go to a Policy Workshop. At the Policy Workshop, which the full Council was invited to, the Councillors could interrogate the administrative review further and make changes. The Mayor was correct as the political review would be the Policy Workshop review from which the register would go to Council for final adoption. This was the process the Mayor was referring to and it could be captured as such.

Cllr Dayimani stated that he supported the item with the amendments. He was seconded by Cllr Dhludhlu.

Resolved (13 December 2021)

1. That the Delegations Register be confirmed and adopted;
2. That the Delegations Register be referred to a Council workshop for review.
3. That the Municipal Manager be instructed to submit a report to the Mayoral Committee with recommendations on any changes to the Delegation Register mentioned in 1 above;
4. That the Mayoral Committee submit recommendations thereon to the Municipal Council for resolution.

Proposed: M Dayimani

Seconded: B Dhludhlu

21/12/MM3

**2021/22 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN:
PROGRESS UP TO THE QUARTER ENDING 30 SEPTEMBER 2021**

Cllr Dayimani stated that the SDBIP was directly linked to Top Management's performance. The SDBIP that had been adopted was being reviewed in comparison to the SDBIP currently being

presented. It was noted with concern that there were some targets which were not met.

The Speaker stated that the SDBIP would be reviewed together with the Adjustment Budget as funds would be diverted towards drought projects.

Cllr Gertenbach stated that page 297 mentioned the Revenue by Source. For the revenue for property rates in the first three months it appeared that the budget was only R4 million but a R100 million had been collected. This might appear incorrect to the new Councillors, but it had to be noted that some residents paid their rates annually whilst others paid it monthly hence the skewed figure. It might appear as if Water Revenue was less than budgeted for, which was disturbing.

The Speaker stated that what Cllr Gertenbach had highlighted was similar to what Cllr Dayimani had highlighted. Within the table all the administration had unfortunately done was to divide everything by four which was not an accurate reflection of the state of income within the Municipality. This had to be addressed as the calculation resulted in an inaccurate reflection of income. It was disappointing to see that this had happened as it had been discussed before.

Cllr Zana stated that he had been covered by Cllr Dayimani and Cllr Gertenbach.

The Speaker stated that the item was for noting but an amended document would be presented to Council once the necessary review linked to the Adjustment Budget had taken place.

Resolved (13 December 2021)

1. That the Quarter 1 Operational and Institutional Performance Report on Progress made with the implementation of the 2021/22 Service Delivery and Budget Implementation Plan be noted.

21/12/MM4

HANDOVER REPORT: EXECUTIVE MAYOR

The Speaker stated that it had been requested that the report be noted and referred back for corrections.

Resolved (13 December 2021)

1. That the handover report, as presented by the Executive Mayor, be noted.
2. That the report be referred back for corrections.

21/12/MM5

HANDOVER REPORT TO THE NEWLY ELECTED COUNCIL

The report was noted.

Resolved (13 December 2021)

1. That the handover report be noted.
2. That the Municipal Manager submit the report to DCOG, Provincial and National Treasury.

21/12/MM6**HANDOVER REPORT: SPEAKER**

The report was noted.

Resolved (13 December 2021)

1. That the handover report, as presented by the former Speaker, be noted.

21/12/MM7**APPOINTMENT OF KOUGA AUDIT COMMITTEE CHAIR AND EXTENSION OF MEMBERS TERMS**

The Speaker indicated that there were no speakers on the item and read the recommendations.

Cllr Jantjes proposed the recommendations be adopted and was seconded by Cllr Dhludhlu.

Resolved (13 December 2021)

1. That Greg Billson be appointed as Chair of the Kouga Audit Committee for a period of 2 years (ending 30 June 2023) and the existing members (R Coetzer and Y Ngqele) contracts be extended to 30 June 2022.
2. That the Remuneration and Disbursements of the Kouga Audit Committee Members be in accordance with the rates regulated by latest Treasury Regulation plus the payment of the additional travel claims (if any).

Proposed: T Jantjes

Seconded: B Dhludhlu

21/12/MM8**REPORT ON VETTING: PRIVATE PROJECT FUNDING AGREEMENT PROPOSAL – IDIS CONSULTING & DEVELOPMENT**

The Executive Mayor asked that the last sentence of paragraph three on page 393, which indicated that the funding proposal be declined, be removed. Recommendation 5.1 had to be amended to indicate that Council resolved to further investigate the proposal. A recommendation 5.2 had to be included which indicated that the funding proposal be workshopped with all Councillors and that further funding models be investigated.

Cllr Gertenbach proposed that the amended recommendations be accepted. He was seconded by Cllr August.

Resolved (13 December 2021)

1. That Council resolves to further investigate the Funding Proposal received from International Diverse Innovation Solutions (PTY) LTD (IDIS).
2. That the funding proposal be workshopped with all Councillors and that further funding models be investigated.

Proposed: W Gertenbach

Seconded: C August

21/12/MM9

REPORT ON EXERCISE OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR

The Speaker requested a proposer and seconder for the item as there were no speakers.

Cllr Gertenbach proposed that the item be accepted and was seconded by Cllr Dhludhlu.

Resolved (13 December 2021)

1. That the report by the Executive Mayor be accepted.

Proposed: W Gertenbach

Seconded: B Dhludhlu

21/12/MM10

VIRTUAL MEETINGS

The Speaker asked for a proposer and seconder.

Cllr L Maree proposed and was seconded by Cllr August.

Cllr Dayimani stated that upon the completion of the recess period Council had to be furnished with a report indicating what had transpired. There had to be transparency.

The Speaker responded that Cllr Dayimani's concern was noted.

Resolved (13 December 2021)

1. That Council approves the continuation of virtual meetings for Ordinary Council, Special Council and Portfolio Committee meetings.

Proposed: L Maree

Seconded: C August

18. **REPORTS BY THE EXECUTIVE MAYOR**

18.1 **REPORTS BY THE CHAIRPERSON: FINANCE**

21/12/F1

AMENDMENTS TO THE 2021/22 APPROVED CAPITAL BUDGET AND APPROVAL OF UNSPENT FUNDS AS AT 30 JUNE 2021 (MUNICIPAL INFRASTRUCTURE GRANT-CAPITAL PROJECTS)

The Executive Mayor handed over to Cllr Gertenbach to table the finance items.

Cllr Gertenbach introduced the item and stated that there were three grant funded projects which could not be completed before the end of the financial year hence a roll-over application was made. Treasury had approved the rollover of R5.9 million.

Cllr Dayimani stated that a Director had been given a golden handshake due to the Mayor implementing consequence management. There were unspent funds but there was no explanation on why these funds were not spent. He supported the rollover, but it had to be avoided. The Mayor had to continue holding those who did not spend funds timeously accountable. What would be done by the Mayor and the Municipal Manager to inhibit the repetition of rollovers every financial year?

The Speaker stated that the reasons for rollovers were indicated within the item but agreed that rollovers were not ideal.

Cllr V Gunuza stated that she was covered.

Cllr Zana stated that based on the principle of good governance, the ANC caucus wanted to see funds spent on communities as planned. If this did not happen, people had to be held accountable. There had to be consequences for those who did not spend the funds.

The Speaker stated that the item had to be approved by the majority of Council and requested a vote by show of hands. There were 22 hands in favour, which was a majority of Council therefore the recommendation was carried.

Resolved (13 December 2021)

1. That Council, by resolution taken by the majority of its full number, and in terms of Section 30(2) of the Local Government: Municipal Structures Act No. 117 of 1998 (as amended), read in conjunction with Section 28 of the Local Government: Finance Management Act, Act No 56 of 2003, approves the following amendments to the 2021/22 Adjusted Capital Budget.

UKEY NR	DEPARTMENT	FUNDING	PROJECTS	Approved Budget 2021/22	NT Approved Rollover Amount	Adjusted Budget 2021/22
20190710991734	Sewerage	MIG	Upgrade Sanitation System Old Hankey	12 867 392	2 431 453	15 298 845

20201002061450	Mig Administration Unit	MIG	Mini Fresh Food and Craft Markets in Jbay & Hankey	-	838 062	838 062
20200304025410	Mig Administration Unit	MIG	Upgrading of Sea Vista Sports Facility	-	2 693 400	2 693 400
			Total	12 867 392	5 962 915	18 830 307

21/12/F2

DETERMINATION OF DATE VALUATION 2023-2027 GENERAL VALUATION ROLL

Cllr Gertenbach introduced the item which was for the determination of a date for the general valuation to begin.

The item was unanimously approved.

Resolved (13 December 2021)

1. That the date of valuation, for the purpose of compiling the general valuation roll for the period 1 July 2023 to 30 June 2027 be determined as 1 July 2022.

18.2 **REPORTS BY THE CHAIRPERSON: CORPORATE SERVICES**

21/12/CORP1

COUNCIL RECESS: DELEGATED AUTHORITY: EXECUTIVE MAYOR

The Executive Mayor tabled the items for Corporate Services which would be handled by Cllr Jantjes.

Cllr Jantjes introduced the item and read the recommendations.

The item was unanimously approved.

Resolved (13 December 2021)

1. That it be noted that the Council will be in recess for the period 13 December 2021 to 14 January 2022.
2. That the Executive Mayor be granted delegated authority to deal with all Council affairs during the recess from 13 December 2021 to 14 January 2022, subject to the following undermentioned conditions:
 - a) The Exercise of delegated authority shall exclude the passing of a by-law; approval of the budget; the imposition of rates and other taxes levies and duties; the raising of loans, the amendment of tariffs, the approval or amendment of the IDP;
 - b) That the parameters of the Procurement Policy be complied with.

3. That all matters dealt with by the Executive Mayor, which would conventionally have required a resolution of the Council be submitted to Council in report format for information or review at the first Ordinary Council Meeting for 2022.

21/12/CORP2

STRUCTURING OF THE MUNICIPAL COUNCIL: APPOINTMENT OF MEMBERS TO SECTION 79 AND 80 COMMITTEES

Cllr Jantjes stated that the item had been split into two items to deal with Section 79 and 80 Committees respectively.

21/12/CORP3

STRUCTURING OF THE MUNICIPAL COUNCIL: COMPOSITION OF MEMBERS TO SECTION 80 COMMITTEES

Cllr Jantjes introduced the item and read the recommendations.

Cllr N Ntengwane asked that Cllr Zana speak on her behalf.

The Executive Mayor requested that Portfolio Councillors avoid reading the recommendations as a standard order unless a recommendation had to be amended.

Cllr Yali stated that the Chief Whip would submit the names.

Cllr Zana stated that the ANC supported the recommendations and that the names would be submitted.

Cllr Oliphant requested a caucus and was granted a 5-minute caucus by the Speaker.

The meeting readjourned at 11:49.

Resolved (13 December 2021)

1. That the report regarding the composition of members to Section 80 Committees be noted;
2. That Council resolves to compose the Section 80 Committees as follows:
 - 2.1 A minimum of 10 (ten) committee members.
 - 2.2 Allocation of seats for members will be 5 (five) DA Councillors, 2 (two) ANC Councillors, 1 (one) PA Councillor, 1 (one) EFF Councillor and 1 (one) FFP Councillor
 - 2.3 Allocation of seats for alternate Councillors will be 2 (two) DA Councillors and 1 (one) ANC Councillor
3. That the Council notes the announcement of the Chairpersons for each Section 80 Committee by the Executive Mayor as follows:

Planning, Development & Tourism Portfolio-	Cllr H Bornman
Monitoring & Evaluation Portfolio	- Cllr S Ruth
Community Services Portfolio	- Cllr D Benson
Infrastructure and Engineering Portfolio	- Cllr L Maree
Finance Portfolio	- Cllr Gertenbach

4. That names of nominated members, including names of alternate members to the Section 80 Committees be submitted to the Acting Director: Corporate Services, within 7 (seven) days from the date of the Council Meeting.

21/12/CORP4

STRUCTURING OF THE MUNICIPAL COUNCIL: COMPOSITION OF MEMBERS TO SECTION 79 COMMITTEES

Cllr Jantjes introduced the item which dealt with the composition of multiple committees.

The Speaker requested nominations for the Chair of the Disciplinary Committee.

Cllr Dhludhlu nominated Cllr van der Linde as the Chair of the Committee and was seconded by Cllr R Foley.

Cllr Zana nominated Cllr Mbandana as the Chairperson.

The Speaker asked if there were any other nominations.

Cllr Dayimani raised a point of order and stated that Cllr Zana's nomination had to be seconded.

Cllr Gunuza seconded the nomination of Cllr Mbandana.

A vote was held by a show of hands. The Speaker stated that there were 18 votes in favour of Cllr van Linde therefore he was elected as Chairperson of the Rules and Ethics Committee.

Cllr Dayimani raised a point of order and stated that a vote had to be held for the second nominee as well. The vote also had to be recorded to ensure transparency.

The Executive Mayor raised serious concern at the extremely poor and erratic Wi-Fi signal within the institution. He lost connection during the voting process. The poor internet connectivity posed a serious threat to Council, which he could not tolerate nor allow to continue. The issue had been ongoing for a few months. It was raised as a critical concern that Wi-Fi in the institution be addressed.

The Speaker agreed with the Mayor.

The Municipal Manager stated that the matter would be addressed.

The Speaker asked that the Mayor and himself receive a report back by Friday that week.

A vote was held for the second nominee. There were 11 votes in favour of Cllr Mbandana as the Chairperson of the Rules and Ethics Committee.

The Speaker called for nominations for the Chairperson of MPAC.

Cllr Zana nominated Cllr Oliphant as the Chairperson of MPAC and was seconded by Cllr Yali.

Cllr Dhludhlu nominated Cllr J Alexander as the Chairperson of MPAC and was seconded by Cllr August.

Cllr Oliphant stated that he accepted the nomination.

The Speaker indicated that Cllr Alexander had connectivity issues but had accepted the nomination.

Cllr Oliphant requested confirmation that Cllr Alexander had accepted the nomination.

The Speaker responded that Cllr Alexander had sent him a direct message and requested that the Councillor send the message to all attendees in the Zoom chat. Cllr Alexander raised his hand as confirmation.

The Speaker indicated that there were 11 votes in favour of Cllr Oliphant and 18 votes in favour of Cllr Alexander. He congratulated Cllr Alexander on his election as the Chairperson of MPAC.

Cllr Jantjes nominated Cllr Dhludhlu as Chairperson of the Municipal Bylaws and Policy Committee and was seconded by Cllr August.

The Speaker asked if there were any other nominations.

Cllr Zana nominated Cllr M Valgee as Chairperson as there was a lack of gender representation.

Cllr Dayimani seconded the nomination. He raised serious concerns about the lack of gender representation as the positions of Council were dominated by males. It was concerning that the DA was electing itself as the chair of MPAC and would be holding itself accountable.

Cllr Dhludhlu and Cllr Valgee accepted their nominations.

The Speaker indicated that there were 18 votes in favour of Cllr Dhludhlu and 12 votes in favour of Cllr Valgee. He congratulated Cllr Dhludhlu on his election as Chairperson.

The Speaker issued Cllr Dayimani with a warning for speaking out of turn.

Cllr Dayimani apologised and was noted by the Speaker.

Resolved (13 December 2021)

1. That the report regarding the composition of members to Section 79 Committees be noted;
2. That Council resolves to compose a **Disciplinary Committee (Rules and Ethics Committee)** as follows:
 - 2.1 A minimum of 5 (five) committee members.
 - 2.2 Allocation of seats for members will be 3 (three) DA Councillors and 2 (two) other Councillors.
 - 2.3 That Council resolves that Cllr W van der Linde be elected as chairperson of the Disciplinary Committee (Rules and Ethics Committee).
 - 2.4 That names of nominated members to the Disciplinary Committee (Rules and Ethics Committee) be submitted to the Acting Director: Corporate Services, within 7 (seven) days from the date of the Council Meeting.
3. That the Terms of Reference for the Rules and Ethics Committee be reviewed and referred to a future Council meeting for approval.
4. That Council resolves to compose a **Municipal Public Accounts Committee** as follows:
 - 4.1 A minimum of 12 (twelve) committee members.
 - 4.2 Allocation of seats for members will be 6 (six) DA Councillors, 2 (two) ANC Councillors, 1 (one) EFF Councillor, 1 (one) PA Councillor and 1 (one) FFP Councillor
 - 4.3 That Council resolves that Cllr J Alexander be elected as chairperson of the Municipal Public Accounts Committee.
 - 4.4 That names of nominated members, to the Municipal Public Accounts Committee be submitted to the Acting Director: Corporate Services, within 7 (seven) days from the date of the Council Meeting.
5. That the following Councillors are excluded from being a member of the MPAC:
 - a. Executive Mayor
 - b. Executive Deputy Mayor (if applicable)

- c. Speaker
- d. Whip
- e. Members of the Mayoral Committee

6. That it be noted that Municipal officials are excluded from being members of MPAC.
7. That an advertisement be placed in the local newspapers for the appointment of a member of the public to serve as Public Representative on the MPAC for the same period as the elected Councillors.
8. That the Terms of Reference for the Municipal Public Account Committee be reviewed and referred to a future Council meeting for approval.
9. That Council resolves to compose a ***Municipal By-laws and Policy Committee*** as follows:
 - 9.1 A minimum of 5 (five) committee members.
 - 9.2 Allocation of seats for members will be 3 (three) DA Councillors and 2 (two) other Councillors.
 - 9.3 That Council resolves that Cllr B Dhludhlu be elected as chairperson of the Municipal By-Laws and Policy Committee.
 - 9.3 That names of nominated members to the Municipal By-Laws and Policy Committee be submitted to the Acting Director: Corporate Services, within 7 (seven) days from the date of the Council Meeting.
10. That the Terms of Reference for the Municipal By-Laws and Policy Committee be developed and referred to a future Council meeting for approval.

18.3 **REPORTS BY THE CHAIRPERSON: COMMUNITY SERVICES**

21/12/CS1 REPORT ON THE FESTIVE SEASON READINESS PROGRAM: DIRECTORATE COMMUNITY SERVICES

The Executive Mayor tabled the items for Community Services which would be handled by Cllr Benson.

Cllr Benson introduced the item.

Cllr Mbandana requested that related expenses for the festive season be presented at the next Council meeting. There appeared to be politically appointed volunteers and requested clarity on the recruitment process.

The Executive Mayor asked if the Councillor was proposing that each

volunteer be questioned on their political affiliation.

The Speaker stated that a report on the outcomes and expenditure would be requested for when the festive season closed. He called on Cllr Valgee as well as Cllr Alexander to speak but there was no response.

Cllr Zana stated that the institutions Wi-Fi was problematic. A report back had to be created on what had transpired during the festive season period.

The Speaker noted the request.

The report was unanimously adopted.

Resolved (13 December 2021)

1. That the Festive Season preparedness report for Community Services be noted and supported.

18.4 REPORTS BY THE CHAIRPERSON: PLANNING AND DEVELOPMENT

21/12/PDT1 PARTNERSHIP AGREEMENT BETWEEN KOUGA LOCAL TOURISM ORGANISATION AND KLM TO CO-HOST THE 2021 FESTIVE SEASON EVENTS UNDER THEME "SUMMER OF LIGHTS"

The Executive Mayor tabled the items for Planning, Development and Tourism which would be handled by Cllr Bornman.

Cllr Bornman introduced the item. It was proposed that Council withdraw its support from its own events, but businesses did not have to do so. The Municipality could not be responsible for super spreader events during the festive seasons.

Cllr van der Linde enquired whether the funds had been paid over and whether the funds would be returned if the support was withdrawn.

The Director: PDT stated that payments had not been made yet as this would have been done after Council's approval.

The Speaker asked if recommendation 6.2 had to remain considering the withdrawal of support. He asked that the Director comment, but he felt it could be deleted.

The Executive Mayor stated that the item as a whole be withdrawn instead of the recommendations being discussed.

Cllr Bornman withdrew the item.

21/12/PDT2

**RE-PRIORITISATION OF ESKOM FUNDING ALLOCATION FOR THE
INSTALLATION OF ELECTRICAL CONNECTIONS IN THE GAMTOOS VALLEY
MUNICIPAL AREA**

Cllr Bornman introduced the item.

The item was unanimously approved.

Resolved (13 December 2021)

1. That the report on the grant funding approval of **R 10 440, 000,00** for the electrification of informal settlements in the 2022/23 and **R 14 912, 000.00 in the 2023/24** Financial years be noted;
2. That Council approves the re-prioritization of the electrification program of Ramaphosa Village due to challenges with the Stuurmanskop relocation site;
3. That Council approves the electrification of Cyril Ramaphosa (278) informal houses in the 2023/24 FY.

21/12/PDT3

**EXTENSION OF PERIOD FROM 1ST JANUARY 2022 TO 30 JUNE 2022:
WAIVING OF PENALTIES IMPOSED ON BUILDING PLAN SUBMISSIONS
FOR UNAUTHORISED BUILDING WORK IN TERMS OF THE NATIONAL
BUILDING REGULATIONS AND STANDARDS ACT (103 OF 1977)**

Cllr Bornman introduced the item.

Cllr Dayimani thanked that DA caucus for considering Cllr Oliphant's concerns regarding the previous item.

The item was unanimously approved.

Resolved (13 December 2021)

1. That the Council approves the extension of amnesty period for submission of building plans applications on existing unauthorised buildings from January 2022 to the end of 30 June 2022.
2. That the waiver of penalties will only apply to building works done before January 2019 (1st amnesty period).
3. That, the applicant shall where applicable, be required to comply with the national building regulations and Standards Act ,1977(Act 103 of 1977, as amended) to ensure sound building control management.
4. The Council reserves the right to impose conditions to ensure compliance to other legislation.
5. The proposed period for exemption determined by the Council be published in the local newspaper, municipal website, and other platforms to inform all residents of the amnesty period for penalties.

21/12/PDT4 KOUGA FINAL OUTDOOR ADVERTISING AND SIGNAGE BY-LAW FOR ADOPTION

Cllr Bornman introduced the item.

The item was unanimously approved.

Resolved (13 December 2021)

1. That Council adopts the Outdoor Advertising and Signage By-law, and
2. That the Outdoor Advertising and Signage By-law, so passed by Council, be published in the Provincial Gazette.

21/12/PDT5 APPLICATION FOR A 22KV OVERHEAD LINE SERVITUDE: ERF 499 AND PORTION 21 OF FARM ZWARTENBOSCH NO 347: HUMANSDORP AREA: WOODLANDS DAIRY

Cllr Bornman introduced the item.

The item was unanimously approved.

Resolved (13 December 2021)

1. That Council grant approval for the 22kV overhead line servitude over erf 499 and portion 21 of the Farm Zwartembosch No 347, Humansdorp in accordance with the concept surveyor diagram as prepared by *Maarschalk and Partners Incorporated*.
2. That Council obtain the fair market related monthly rental value for the servitude area over the immovable properties contemplated herein.
3. That Council confirm that the proposed servitude area over the immovable properties listed in 1. above is not needed to provide the minimum level of basic municipal services. This is subject to the following conditions that must be taken into consideration:
 - 3.1 That the provisional route of the planned bulk water line from the boreholes north of the highway (N2) to the waterworks in the Humansdorp industrial area be taken into consideration by the applicant and to ensure that the proposed bulk water line route is not infringed.
 - 3.2 That it be noted that the piece of land in close proximity of Melkhout Substation and which forms part of erf 499 is earmarked for renewable energy projects hence, further

activities and applications need to be limited and carefully considered.

- 3.3 That the two pole structures which the applicant will have to install on either side of the N2 where the line cross the N2 be high enough, to steer clear of the municipal installed 18-meter poles across the N2.
- 3.4 That the application obtains the correct clearances where the line crosses the Municipal and Eskom lines, and should the clearances be too low then it is recommended that the applicant use a cable to go underneath the Eskom and Municipal lines.
- 3.5 That the servitude be registered in favour of the Municipality for access purposes.
- 3.6 That the applicant be responsible for the cost associated with the land use application and registration of the servitude.

18.5 **REPORTS BY THE CHAIRPERSON: INFRASTRUCTURE & ENGINEERING**

21/12/I&E1

AUGMENTATION POLICY AMENDMENT

Cllr Maree introduced the item.

Cllr Bornman requested a 5 min caucus for the DA.

The meeting reconvened at 12.39.

The Executive Mayor on policy insertion of 13.1 below 4.6, questioned the use of the term "Council Engineer". He asked the Manager: Legal Services to advise whether this was the correct choice of wording or whether the I&E Director had to be specifically mentioned.

The Manager: Legal Services requested that the question be repeated as she had poor internet connectivity.

The Executive Mayor clarified his question and stated that the current wording was concerning as there was no mention of the Director and who was accountable which could be misleading. The Acting Director I&E stated that when terminology as such was used it referred to the Director of the specific department. In this case Council Engineer would refer to the Director I&E. The terminology was confusing. The recommendation was for the clause to be deleted from the policy and 13.1.1 would be inserted. Clause 13.1.1 would provide clarity on who was accountable for considering agreements. The initial negotiations would be done by the Municipal Manager and the Director: I&E and thereafter Council would be the body granting approval.

The Executive Mayor thanked the Director for the clarity and stated that the delegated persons be named in 13.1.1.

Cllr Bornman stated that the policy was approved in 2013 and asked that the review of the full policy be at the top of the Speaker's priorities.

Cllr Dayimani stated that he was pleased that Council was finally dealing with the policy as issues had been raised in 2017 about the haphazard way augmentation had been dealt with. He asked if the policy had been workshopped. If not, the policy had to be workshopped. He agreed that the policy refer to a directorate instead of Council Engineer.

The Speaker agreed and stated that the policy was tabled urgently in light of the budget discussions but it had to be workshopped.

The Executive Mayor stated that new insertion 13.1.1 did not refer to any position therefore a title had to be inserted to indicate who the designated persons were.

The amended policy was unanimously adopted.

Resolved (13 December 2021)

1. That the augmentation fees must be charged for all additional structures and developments in accordance with the approved tariffs of Council be inserted as 6.2 to the policy.
2. That all Augmentation fees be paid in cash, be inserted as 6.3 to the policy.
3. That 6.2 of the policy be changed to 6.4, 6.3 be changed to 6.5 and respective numbering be changed accordingly.
4. Where the Augmentation fees is paid in kind, the Service Level Agreement as negotiated by the Accounting Officer and Director: Infrastructure & Engineering, must be submitted to Council for consideration, be inserted as 13.1.1
5. That the Service Level Agreement presented to Council must include: -
 - Revenue to be received based on the approved tariffs.
 - Breakdown of costs of in kind infrastructure to be implemented.
 - Monitoring mechanisms.
 - Proof of payment of all cost implemented.
 - That the above be included as 13.1.2.

6. That the section appearing below be deleted from the policy:

13.1 Provision of Infrastructure by the owner

The Municipality's Council Engineer may request an owner/developer to provide bulk infrastructure, in accordance with the Municipality's requirements, in lieu of payment of Augmentation contribution fees of a particular service, subject to such an arrangement being agreed to in writing and included in the Services Agreement.

19. **CLOSURE**

The Speaker thanked all present for their valuable input and moved onto the confidential section of the agenda.

The meeting closed at 12:50

B WILLIAMS
SPEAKER

DATE

MINUTES OF A VIRTUAL SPECIAL COUNCIL MEETING OF KOUGA MUNICIPALITY HELD ON MONDAY, 31 JANUARY 2022 AT 10:00
--

PRESENT: Councillors

B Williams	(Speaker)
Ald H Hendricks	(Executive Mayor)
H Bornman	(Deputy Executive Mayor)
D Benson	
B Dhludhlu	
T Jantjes	
W Gertenbach	
H Murray	
R Foley	
F Haystek	
C August	
M Biko	
M van Niekerk	
J Alexander	
L Maree	
S Ruth	
P Oliphant	
M Yali	
K Ndzaleni	
N Ntshota	
M Mbandana	
F Pietersen	
N Ntengwane	
V Zana	
E Mbuqu	
L Nkilishane	
W van der Linde	
M Valgee	

**Officials &
Municipal Manager**

C du Plessis	(Municipal Manager)
M Rossouw	(Acting Director: Corporate Services)
K Moodley	(Acting Director: Infrastructure & Eng)
F Mabusela	(Director: PDT)
N Machelesi	(Director: Community Services)
R Lorgat	(CFO)
D De Jager	(HR Manager & Acting: Deputy MM)
A Jonck	(Manager: Office of the Mayor)
A Koegelenberg	(Manager: PMS)
J Marias	(Manager: Planning & Development)
L Opperman	(Manager: Legal Services)
N Zode	(Committee Officer)
M Julius	(Committee Clerk)

1. **NOTICE OF MEETING**

The Speaker read the notice convening the meeting and advised that in terms of the amended Directions on Municipal Operations and Governance and in terms of Section 27(2) of the Disaster Management Act, 2002, that a virtual Special Council Meeting will be held using the zoom platform.

2. **OPENING AND WELCOME**

The Speaker welcomed those present and requested Cllr D Benson to open with a Prayer.

The Speaker held a rollcall for all Councillors. He stated that it had been indicated that Cllr E Mbuqu would be joining late and Cllr N Nshota had indicated on the zoom chat that she was present. Cllr V Gunuza and Cllr M Dayimani were absent at that time and the Speaker questioned Cllr V Zana on their whereabouts.

Cllr Zana indicated that he was attempting to contact the Councillors, he was aware that Cllr Dayimani was having network challenges in Hankey. Cllr Gunuza was on her way to the Municipality as she was having connectivity challenges as well. Both Councillors would be joining.

The Speaker asked that he be informed when the Councillors joined.

3. **ABSENT WITH LEAVE**

Cllr V Gunuza

4. **ABSENT WITHOUT LEAVE**

Cllr M Dayimani

5. **PRESENTATIONS**

None

6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**

Cllr Benson extended birthday wishes to Cllr J Alexander for the 18th of January, Cllr H Murray for the 28th of January and Cllr F Haystek for the 30th of January.

The Speaker extended birthday wishes to the Councillors as well.

7. **STATEMENTS OR COMMUNICATION BY THE SPEAKER**

The Speaker took the opportunity to wish everyone the best for 2022 and trusted that it would be a fruitful and productive year for achieving the goal of delivering excellent services to all the residents of Kouga.

It had been a busy start to the year, following a great festive season which saw an influx of holidaymakers to the wider Kouga region.

Businesses had reported that economic activity either closely matched or slightly exceeded the 2019 holiday season which was the last season before Covid decimated the tourism industry in 2020.

The good news for all the residents of Kouga, as the Municipality worked towards rebuilding tourism was that some big events had been confirmed for 2022, including the World Surf League's Championship Tour event – the Corona Open JBay.

This event brought the best surfers in the world to Jeffreys Bay and injected an estimated R 80 million into the local economy and provided Kouga with international marketing and exposure, which in turn would attract foreign tourists to its shores.

The Mighty Men conference had also been confirmed and this would see 2000 men converging on Jeffreys Bay in March, while planning was already underway to host an Easter Holiday programme as well. This boded well for the tourism industry and would once again add jobs in a sector which was heavily impacted by Covid.

Reporting on the legislature's activities over the past month, ward assistant interviews had been held and barring two wards, all the assistants had been appointed and were working with their ward councillors to serve their communities. This process was followed by the start of the election of Ward Committees, which he hoped to be completed by the following week.

It had been heartening to note the commitment of residents within the various wards where elections had already been held as well as witnessing the enthusiasm to serve on this very important structure.

As would be debated later in the agenda, the IDP process would be kicking off in February as a brand new IDP for the next five years had to be tabled. He made a plea to all Councillors, particularly Ward Councillors to engage with communities and utilise the ward committee structure to identify the needs of all communities in the formulation of an IDP which needed to be credible and at the same time achievable over the next five years.

He urged for the utilisation of Ward Committees in this process, both to engage with their communities and to keep Council accountable for the IDP which was the strategic plan that needed to guide Council's decisions during its term of office.

He urged for all role players to be supported in playing their part in the adoption of the IDP as spelt out in the process plan which would be approved that day.

Without the co-operation of all, there could not be a plan that the Municipality could feel proud of and enhance service delivery to our residents as well.

The ongoing drought remains a risk facing the Municipality despite the rainfall received over the summer months. Kouga is still way over its allocated water quota and throttling of water supply would be ongoing as the Department of Water and Sanitation would be strictly applying the 70 % reduction of water Kouga received from the dams.

Residents and holidaymakers had co-operated over December and water usage had dropped when compared to previous years. Gratitude was extended to all who took heed of our plea to reduce demand for water.

He concluded by extending his thanks and appreciation to all the Municipality's officials who had worked really hard over December to ensure the successful holiday season. This included lifeguards, firefighters, law enforcement, traffic officials, cleaners – who did a sterling job on the 1 and 2 January and despite the long hours kept a positive attitude throughout.

He extended thanks to the I&E department as well who delivered and attended to problems as and when they occurred.

8. **STATEMENTS OR COMMUNICATION BY THE EXECUTIVE MAYOR**

The Executive Mayor welcomed all those present and extended well wishes for the new year to Councillors.

December had been a busy time-period for all, with the biggest crisis being the availability of water and whether there would be water available in January 2022.

The Acting Director I&E, Mr Eddie Delport, had left in November and December had to be faced with a non-technical Acting Director. He thanked Director Moodley as well as the additional capacity brought in to assist during December. Mr Eddie Oosthuizen had also been off sick during the period. The Municipal Manager had been on-board and there had been regular meetings to strategize how the Municipality would get through the difficult period of December where tourists would add additional stress to infrastructure. It was not an easy feat to get the Municipality through this difficult period and he thereafter thanked all the staff for their efforts.

The Annual Report would be tabled, it was a backward looking report that considered the performance of the Municipality over the previous financial year. He wished MPAC well and requested that there be a crash course for its members before its first sitting in February. The Municipality had to lean on the District Municipality to ensure that MPAC members were trained to conduct oversight of the Annual Report.

The Mid-year Annual Performance Report was being tabled as well and would be dealt within the Agenda.

The Strategic plan was upcoming for all Councillors, hopefully by the end of February there could be a sit down with the entire Council to complete the plan.

On the IDP Process Plan, he stated that he was not pleased with its implementation and consequences would follow. There would be a credible IDP and, processes and consultations would be in place from February until the end of May 2022. This would be a busy period for the Mayor's office as he would undertake oversight over processes and the new IDP.

9. **DISCLOSURE OF INTEREST**

10. **STATUTORY MATTERS**

11. **MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR**

(The reports by the Executive Mayor, in terms of the provisions of Section 63 of the Local Government Municipal Systems Act, 32 of 2000, on matters dealt with by the Executive Mayor in terms of delegated authority as detailed in the Minutes to be noted).

12. **REPORTS BY THE EXECUTIVE MAYOR**

12.1 **REPORTS BY THE OFFICE OF THE MUNICIPAL MANAGER**

22/01/MM1 MID-YEAR INSTITUTIONAL PERFORMANCE REPORT: 2021/22 FINANCIAL YEAR: PERIOD 1 JULY 2021 TO 31 DECEMBER 2021

The Executive Mayor tabled the item and requested that the item be deferred to the next sitting of Council within 7 days. Council could not conduct credible oversight over the report as information was excluded from it.

He requested that the Administration complete the report and that due diligence be followed. The Administration had made a blunder as it was a compliance report and it had to be adopted by the end of January. He tabled the report for Council to note and deferred the report to the next sitting of Council within 7 days.

He referred the matter to the Manager: Legal Services as he was considering instituting consequences for gross negligence. It was unacceptable that Council received a report as such with due diligence not completed.

The Speaker thanked the Mayor and announced that a Special Council meeting would be held on Monday, 7 February 2022 in line with the Mayor's request.

Cllr C August concurred with the Executive Mayor and seconded the proposal.

Cllr Zana concurred with the Executive Mayor and commended the administration for the green colour coding within the item.

Resolved (31 January 2022)

1. That the report be noted and deferred to the next sitting of Council within seven days.
2. That the matter be referred to the Manager: Legal Services for consequence management.

Proposed: H Hendricks

Seconded: C August

22/01/MM2

KOUGA MUNICIPALITY: 2ND DRAFT ANNUAL REPORT (2020/2021)

Cllr S Ruth presented the item to Council.

Cllr M Yali indicated that there was an error on page 281 of the agenda, as ward 19 was mentioned. This had to be corrected as the Municipality did not have a ward 19.

The Speaker thanked Cllr Yali and requested that the Administration note the required correction.

The Executive Mayor noted the same correction and believed the reference was a finger error for ward 10.

Cllr Haystek queried the traffic control activities on page 152 of the report, as it appeared that there was an error regarding the 2017/18 paid fines, as the amount was much higher than all the other years. This had to be checked.

The Speaker asked if the Municipal Manager had noted the comment.

The Municipal Manager noted the query.

Cllr W Gertenbach stated that it would be concerning if the report was accepted without it containing financial information. The CFO had to indicate why the financial information and information from the Auditor General's report were not included within the report.

The Executive Mayor indicated that the report was the final draft before the final report would be tabled at the end of March. He was not sure that the report would be tabled to Council again before then as this was the final draft which would be submitted to MPAC for oversight. The title had to be amended to indicate that the item was the final draft Annual report.

The Speaker asked that the Municipal Manager note this.

The CFO in response to Cllr Gertenbach, stated that a letter had been received from the Auditor General, endorsed by National Treasury, indicating that certain municipality's audit reports would be finalised at a later date. According to MFMA, Municipality's had to receive their final Audit Report by the end of November. Unfortunately, Kouga Municipality had been selected as one of the municipalities to receive their reports at a later date, the end of January.

It was indicated that the Report would be received on the 31st of January 2022, thus it was expected that day.

On the information that had to be provided by Finance, he stated that there was a chapter on finance, a report by the Audit Committee and an action plan addressing the Audit Report findings that had to be included within the Annual Report. This information could not be finalised for inclusion until the Audit Report was received. On receipt of the Report, the financial sections would be populated and Finance would provide its input into the Item.

Cllr Ruth proposed that the recommendations be accepted.

The Executive Mayor interjected and stated that the recommendations were incomplete as the CFO statements were not considered.

The Speaker stated that recommendation 5.2 addressed the Mayor's concerns as it referenced the inclusion of the financial and Auditor's information.

The Executive Mayor requested that the recommendations be amended taking the CFO's comments into consideration.

The Speaker said that the word "updated" had to be include before the word "report" in recommendation 5.4 and thereafter the Mayor's concerns would be covered by this and recommendation 5.2.

Cllr Ruth recommended that amendments be made as indicated and was seconded by Cllr August.

Resolved (31 January 2022)

1. That the 2nd Draft Kouga Municipality Annual Report for the 2020/2021 be noted in terms of the provisions of Section 127 (2) of the Local Government Municipal Finance Management Act, 56 of 2003.
2. That the Municipal Manager be authorized to update the 2nd Draft 2020/21 by the insertion of the Audit Report by the Auditor General, the Audit Corrective Action Plan and financial information prior to the submission thereof to the Auditor General, Provincial Treasury and the Department of Cooperative Governance and Traditional Affairs.
3. That the Municipal Manager submit copies of the minutes of the meeting of Council where the 2nd Draft of the 2020/21 Annual Report was noted, to the Auditor General, Provincial Treasury and the Department of Cooperative Governance and Traditional Affairs as required in terms of the provisions of Section 127(5)(b) of the Local Government Municipal Finance Act, 56 of 2003.

4. That the Municipal Manager, in terms of the provisions of Sections 127(5)(a)(ii) and (ii) make public the updated final Draft 2020/21 Annual Report and invite representations from the local community on the Draft Annual Report.
5. That the 2nd Draft 2020/21 Annual Report be published on the Kouga Website.
6. That the Municipal Public Accounts Committee conduct the required oversight on the 2nd Draft 2020/21 Annual Report and submit an Oversight Report to Council as required in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003.
7. That the 2nd Draft 2020/21 Annual Report be updated on receipt of the financial information and other matters relevant to the finance section inclusive of the AG Report and Audit Corrective Action plan, and be resubmitted to Council for noting.

Proposed: S Ruth

Seconded: C August

22/01/MM3

AMENDED IDP PROCESS PLAN FOR THE PERIOD 2022/23

Cllr Ruth introduced the item and requested that the item be deferred to a Special Council meeting as it contained incorrect information.

Cllr M Mbandana concurred with Cllr Ruth and seconded her proposal. He stated that a proper report had to be submitted.

The Speaker indicated that the item was deferred to the following Monday's Special Council meeting.

Resolved (31 January 2022)

1. That the item be corrected and deferred to the next sitting of Council within seven days.

Proposed: S Ruth

Seconded: M Mbandana

13. REPORTS BY THE EXECUTIVE MAYOR

13.1 REPORTS BY THE PORTFOLIO CHAIRPERSON: FINANCE

22/01/F1 MID-YEAR FINANCIAL REPORT FOR THE PERIOD JULY TO DECEMBER 2021 AND ASSESSMENT OF THE MUNICIPALITY'S FINANCIAL POSITION AS AT 31 DECEMBER 2021(2021/22 FINANCIAL YEAR)

The Executive Mayor tabled the items for Finance which would be presented by Cllr Gertenbach.

Cllr Gertenbach introduced the item and stated that the Budget was not challenging enough regarding Revenue.

94% of the budget was made but in previous Financial Year 104% was made. Revenue had to be enhanced in the next Financial Year.

In terms of Expenditure, especially Human Resource expenses had to be reconsidered. The Municipality had to be more conservative regarding its spending.

Cllr Zana stated that he would have liked if Councillors had received a presentation on the Report and proposed that Councillors be taken through the report by the CFO.

The Speaker was in favour of a Workshop being held and recommended that it had to be part of Adjustments Budget process.

The CFO agreed.

Cllr Yali on page 404 which indicated a Contracted Services breakdown, queried why R2 million had been spent on Security Services while the Municipality had security employees. He asked what the exact security services provided were.

On Other Expenditure and the Skills Development Fund Levy, he stated that he was aware of the importance of skilled workers yet there was underspending, which was a serious concern.

On the electrification of Ocean View informal area, he stated that more than 20 structures had faceless electricity boxes. He had sent an email but wanted a response. The electricity was installed but boxes were faceless which posed a threat for electricity theft.

The Speaker asked that the relevant officials respond to the concerns raised by Cllr Yali.

The CFO acknowledged that the 50% had been exceeded from a budgeting perspective due to additional security requirements, this was due to vandalism at the Municipality's infrastructure. The Director: Community Services could provide further information.

On Skills Development, he stated that it was a Levy the Municipality had to pay that was directly aligned with 1% of the salary bill. The salary bill and the levy were aligned at 44% . A slight saving was expected due to vacancies being filled or vacancies which arose due to retirements or resignations.

The Director: Community Services stated that the expenditure on security was for monthly monitoring and installation of alarms systems. Extra sites were monitored due to strike action but figures would not remain as high going forward.

The Acting Director: Infrastructure & Engineering on the electrification in Ocean View, asked that she be allowed to email Cllr Yali directly as she was awaiting response from area engineer on the matter. A relevant report would be tabled at the Portfolio Committee.

The Speaker asked to be copied in on the email.

The Executive Mayor in response to Cllr Yali stated that there was a case of illegal occupation close to Vergenoeg in Humansdorp which exacerbated expenditure on security.

The Speaker indicated that the recommendations were unanimously accepted.

Resolved (31 January 2022)

1. That the Municipal Manager's report on the Mid-year Budget and Performance Assessment of the Municipality, in accordance with Section 72(1)(a) of the MFMA, be noted.
2. That the Executive Mayor's report on the implementation of the budget and the financial state of affairs of the Municipality, in accordance with Sections 52(d), 54(1)(f) and 72 of the MFMA, be noted.
3. That an Adjustments Budget, based on the realistically anticipated revenues, in line with section 18 of the MFMA, be tabled by the Executive Mayor to the Council.
4. That the 2021/22 Adjustments Budget be tabled by the Executive Mayor to the Council, not later than 28 February 2022.
5. That the Mid-year report accordingly be submitted to National Treasury and Provincial Treasury, in line with Section 72(1) (b) of the MFMA.

22/01/F2

**BUDGET AND TREASURY: WITHDRAWALS FROM MUNICIPAL BANK
ACCOUNT FOR THE QUARTER ENDED 31 DECEMBER 2021**

Cllr Gertenbach introduced the item.

Cllr Zana requested that the Report be noted.

Cllr Yali stated that Security Service expenditure as discussed on the previous item did not reflect within the Report.

The Speaker asked the CFO to comment.

The CFO stated that Treasury only required specific withdrawals or payments made for the Report therefore the other expenditure was not included within as per section 11 of Treasury requirements.

The item was unanimously approved.

Resolved (31 January 2022)

1. That the Council notes the withdrawals that were made in terms of section 11(1) (b) to (j) of the MFMA for the quarter ended 31 December 2021; and

2. That the report accordingly be submitted to the Provincial Treasury and Auditor-General as determined by section 11(4) (b) of the MFMA.

22/01/F3

**SUPPLY CHAIN MANAGEMENT: QUARTERLY REPORT FOR THE PERIOD
ENDING 31 DECEMBER 2021**

Cllr Gertenbach introduced the item for approval.

Cllr Mbandana on the cancellation of the Construction and Upgrade of the Sewer Plant in Hankey mentioned on page 446, expressed that the cancellation was completely unacceptable. The conditions were unacceptable in the area. The sewerage plant at Kwanomzamo was not functioning and raw sewerage was exposed. He began on the case of Centerton but the Speaker interjected.

The Speaker stated that the actual item in the Agenda referenced the Hankey Sanitation Upgrade and requested that the Cllr speak to matters within the Agenda. He noted the serious concerns and proposed a meeting with himself and the Director I&E on the matter.

Cllr Mbandana stated that the ANC Caucus, would engage the matter further with the Portfolio Councillor and Acting Director to have them visit Hankey and all the other areas that had serious challenges. He proposed that the Report not be approved by Council. He was seconded by Cllr K Ndzaleni.

The Speaker asked if there was a proposal that recommendations be accepted as is.

Cllr H Bornman stated that he understood the Councillor's concerns and proposal to withdraw the item. He proposed that the report be approved as it contained other important matters related to Supply Chain matters. The matters raised had to be addressed by I&E. He suggested that the report be approved as per the recommendations but that the Councillor's concerns be addressed by I&E as soon as possible. An item had to be prepared by I&E for the upcoming Portfolio Committee meeting.

Cllr Benson stated that the Cllr Mbandana had not requested that the item be withdrawn but rather that it not be approved. There were multiple proposals, Cllr Gertenbach and Cllr Bornman had both proposed that the item be approved. He seconded the item's approval.

The Speaker indicated that Cllr Benson was correct.

Cllr Bornman indicated that he had misspoken and had not meant to say "withdrawal".

The Speaker stated that Councillors not included on the speakers list would be allowed a point of clarity.

Cllr B Dhludhlu indicated that there had to be a vote.

Cllr P Oliphant requested a 2 minute caucus before the vote.

The Speaker indicated that the ANC's Chief Whip had to request a caucus.

Cllr Oliphant agreed.

Cllr Zana requested a 2 minute caucus.

The Speaker granted a 5 minute caucus, which was held from 11:09 – 11:16.

Cllr Zana stated that the ANC caucus was uneasy with receiving no explanation regarding the cancellation. There had to be a meeting on matters raised. The ANC asked that report be noted with the their concerns taken into account. The sites had to be visited and why contracts were cancelled had to be detailed.

Cllr Bornman thanked Cllr Zana for the progressive move. He requested that a recommendation 4.2 be added that indicated that the I&E department present a full report on all sewerage issues at the next Portfolio Committee meeting. An urgent item had to be submitted. A recommendation indicating that site visits had to be conducted with the relevant departments could be included as well.

Cllr Benson seconded Cllr Bornman's proposal.

The Acting Director: I&E suggested that a supplementary item could be created for the upcoming Portfolio Committee meeting.

The Speaker accepted the suggestion.

He thanked the Councillors for the progressive approach.

Resolved (31 January 2022)

1. That the SCM Quarterly report ending of 31 December 2021, be noted and approved by Council.
2. That a full report on sewerage issues within the Municipality be tabled at the next Infrastructure & Engineering Portfolio Committee meeting.
3. That site visits be conducted with the relevant departments.

Proposed: H Bornman

Seconded: D Benson

22/01/F4

REPORT ON DATA CENTRE PROBLEM

Cllr Gertenbach introduced the item and detailed what had transpired. This incident posed a high risk to the system and the Municipality's data. He proposed that a recommendation be included which indicated that a report on the matter be submitted to the ICT Steering Committee for consideration whereafter recommendations will be provided to Council.

Cllr Bornman seconded the recommendation.

Resolved (31 January 2022)

1. That the report be noted by Council.
2. That a report on the matter be submitted to ICT Steering Committee for consideration whereafter recommendations will be provided to Council.

Proposed: W Gertenbach

Seconded: H Bornman

13.2 **REPORTS BY THE CHAIRPERSON: CORPORATE SERVICES**

22/01/CORP1 KOUGA MUNICIPALITY – AMENDED CALENDAR OF MEETINGS: 1 JULY 2021 TO 30 JUNE 2022

The Executive Mayor tabled the items for Corporate Services which would be handled by Cllr Jantjes.

Cllr Jantjes introduced the item. He stated that although the calendar had been approved at the Inaugural Council meeting, provision had been made within the recommendations to allow amendments— if required.

The Portfolio Committee meetings had moved to the second week in February, which was not currently indicated on the calendar. He proposed that this be change be made with Council's approval.

Cllr M Valgee seconded the proposal.

The Acting Director: Corporate Services added that the Mayoral Committee had been postponed a week later as well.

The Speaker noted the Acting Director and indicated that the recommendations were approved as amended.

Resolved (31 January 2022)

1. That the amended Calendar of Meetings for the period 01 July 2021 to 30 June 2022, be approved.
2. That the scheduled dates for the Portfolio Committee meetings and the Mayoral meeting in February 2022 be amended.

Proposed: T Jantjes

Seconded: M Valgee

PF (Portfolio) OCM (Ordinary Council) MPAC MC (Mayoral Committee)
KAC (KOUGA AUDIT)

Date	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022
1												
2					PF							
3		PF			PF							
4		PF			PF							
5		PF								PF		
6										PF		
7										PF		PF
8								PF	MPAC			PF
9						MPAC		PF	MPAC			PF
10						OCM		PF	MPAC			
11												
12												
13												
14												
15												MPAC
16			MPAC									
17								MPAC	MPAC			
18					MC							
19		MC								MC	MPAC	
20							MPAC					
21				MPAC						MPAC		
22												MC
23					MPAC			MC				
24					KAC			KAC				
25		KAC										
26		MPAC										
27											KAC	
28	MPAC							OCM				
29										OCM		
30	OCM		OCM									OCM
31									OCM		OCM	

22/01/CORP2 NOMINATED MEMBERS FOR SECTION 79 COMMITTEES

Cllr Jantjies introduced the item for approval.

Cllr Zana noted that item and seconded Cllr Jantjies. He indicated that there were no objections to the recommendations.

Resolved (31 January 2022)

1. That the names of nominated members submitted for the Disciplinary Committee (Rules and Ethics Committee), Municipal Public Accounts Committee and Municipal By-laws and Policies Committee be approved as below:

Rules and Ethics Committee	Committee Members
Chairperson	Cllr W van der Linde
	Cllr R Foley
	Cllr F Haystek
	Cllr B Dhludhlu
	Cllr M Mbandana
	Cllr F Pietersen
Municipal Public Accounts Committee	Committee Members
Chairperson	Cllr J Alexander
	Cllr H Murray
	Cllr M Biko
	Cllr R Foley
	Cllr C August
	Cllr F Haystek
	Cllr Oliphant
	Cllr Mbandana
	Cllr L Nkilishane
	Cllr F Pietersen
	Cllr W van der Linde
Municipal By-laws and Policy Committee	Committee Members
Chairperson	Cllr B Dhludhlu
	Cllr D Benson
	Cllr H Bornman
	Cllr L Maree
	Cllr W van der Linde
	Cllr V Zana

Proposed: T Jantjes

Seconded: V Zana

22/01/CORP3 DELEGATION TO ATTEND THE PROVINCIAL ELECTIVE CONFERENCE OF SALGA

Cllr Jantjes introduced the item and indicated that there were amendments to the recommendations which Cllr Borman would detail.

Cllr Bornman proposed that himself, Cllr D Benson and Cllr B Williams be listed as the attending delegation as the Executive Mayor would attend as part of the SALGA's Provincial Executive Committee. He further proposed that the CFO and Municipal Manager attend as the official contingent. If the Municipal Manager was unable to attend, he had to provide an alternative.

The Speaker asked that the Municipal Manager comment.

The Municipal Manager responded that CFO would attend but he would be unable to attend therefore only one official would attend.

Cllr Jantjes proposed that the recommendations indicate that Cllr Bornman be the voting delegate.

Cllr August seconded the proposed amendments to the recommendations.

Cllr Valgee stated that there had to be a report on the Conference and the Speaker committed to this.

Resolved (31 January 2022)

1. That Council endorse Deputy Executive Mayor, Cllr H Bornman as the voting delegate on behalf of Kouga Local Municipality due to the Executive Mayor attending as a PEC member.
2. That the delegation be made up to three Councillors (Deputy Executive Mayor, Speaker and Chief Whip) and one official (the Chief Finance Officer).

Proposed: T Jantjes

Seconded: C August

14. **CLOSURE**

The Speaker thanked all present for their valuable input.

The meeting closed at 11:34

B WILLIAMS
SPEAKER

DATE

**MINUTES OF A VIRTUAL SPECIAL COUNCIL MEETING OF KOUGA MUNICIPALITY HELD
ON MONDAY, 7 FEBRUARY 2022 AT 10:03**
PRESENT: Councillors

B Williams	(Speaker)
Ald H Hendricks	(Executive Mayor)
H Bornman	(Deputy Executive Mayor)
D Benson	
B Dhludhlu	
T Jantjes	
W Gertenbach	
H Murray	
R Foley	
F Haystek	
C August	
M Biko	
M van Niekerk	
J Alexander	
L Maree	
S Ruth	
P Oliphant	
M Yali	
V Gunuza	
K Ndzaleni	
N Ntshota	
N Ntengwane	
V Zana	
E Mbuqu	
W van der Linde	
M Valgee	

**Officials &
Municipal Manager**

C du Plessis	(Municipal Manager)
K Moodley	(Acting Director: Infrastructure & Eng)
M Rossouw	(Acting Director: Corporate Services)
F Mabusela	(Director: PDT)
N Machelesi	(Director: Community Services)
R Lorgat	(CFO)
D De Jager	(HR Manager & Acting: Deputy MM)
M Basson	(Senior Media Liaison Officer)
A Jonck	(Manager: Office of the Mayor)
A Koegelenberg	(Manager: PMS)
L Opperman	(Manager: Legal Services)
N Zode	(Committee Officer)
M Julius	(Committee Clerk)

1. **NOTICE OF MEETING**

The Speaker read the notice convening the meeting and advised that in terms of the amended Directions on Municipal Operations and Governance and in terms of Section 27(2) of the Disaster Management Act, 2002, that a virtual Special Council Meeting will be held using the zoom platform.

2. **OPENING AND WELCOME**

The Speaker welcomed those present and Cllr T Jantjes opened with a prayer.

3. **ABSENT WITH LEAVE**

Cllr L Nkilishane

4. **ABSENT WITHOUT LEAVE**

Cllr M Dayimani

Cllr M Mbandana

5. **PRESENTATIONS**

6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**

none

7. **STATEMENTS OR COMMUNICATION BY THE SPEAKER**

The Speaker stated that he did not have a statement.

8. **STATEMENTS OR COMMUNICATION BY THE EXECUTIVE MAYOR**

The Executive Mayor stated that he did not have a statement.

9. **DISCLOSURE OF INTEREST**

10. **STATUTORY MATTERS**

11. **MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR**

(The reports by the Executive Mayor, in terms of the provisions of Section 63 of the Local Government Municipal Systems Act, 32 of 2000, on matters dealt with by the Executive Mayor in terms of delegated authority as detailed in the Minutes to be noted).

12. **REPORTS BY THE EXECUTIVE MAYOR**

12.1 **REPORTS BY THE OFFICE OF THE MUNICIPAL MANAGER**

22/02/MM1

MID-YEAR INSTITUTIONAL PERFORMANCE REPORT: 2021/22 FINANCIAL YEAR: PERIOD 1 JULY 2021 TO 31 DECEMBER 2021

The Executive Mayor tabled the report and stated that it would be handled by Cllr S Ruth.

The Speaker stated that Cllr Ruth had requested that the Municipal Manager table the report.

The Municipal Manager introduced the item and read the recommendations.

Cllr V Zana recommended that the SDBIP clearly reflect what had been done in each ward. It was also recommended that there be a workshop on the report to ensure that new Councillors were knowledgeable on its contents.

The Speaker stated that this was the reason for a Monitoring & Evaluation Portfolio Committee. It would closely monitor the SDBIP and ensure that it became a ward-based document. He agreed with the Councillor on the matter but requested that this inclusion be taken into consideration in future due to time constraints.

He asked if Cllr Zana was pleased to approve the report within its current format with the understanding that Monitoring & Evaluation would ensure that there was an SDBIP aligned to a ward-based budget going forward.

Cllr B Dhludhlu requested that officials address typos within the report before the report was published.

The Speaker asked that the Municipal Manager follow up to ensure the removal of all minor grammatical errors.

Cllr W Gertenbach on the revenue mentioned on page 9 and 10, the percentage revenue was 57.08% in first table and then 56.74%. The reason for the difference was due to the first column excluding capital transfers and contributions but second column included these amounts.

Resolved (7 February 2022)

1. That the content of the Mid-year Institutional Performance Report on the implementation of the 2021/22 Service Delivery and Budget Implementation Plan for the period 1 July 2021 to 31 December 2021 be noted.
2. That all areas of underperformance be discussed at the level of Portfolio Committees to determine corrective actions to ensure that the required targets are achieved by the end of the financial year.

22/02/MM2

AMENDED IDP PROCESS PLAN FOR THE PERIOD 2022/23

The Municipal Manager presented the item and indicated that the reference to unforeseen circumstances within the resolutions referred to the possible impact of Covid-19 on future scheduling.

Cllr Zana requested clarity on recommendation 6.4 indicated on page 91, which authorised the Mayor to amend the IDP Process Plan in the event of unforeseen circumstances.

The Speaker responded that as the Municipal Manager had indicated the resolution was included as a precaution for a fifth Covid-19 wave.

The Municipal Manager further explained that the resolution was included as a precaution.

Cllr Ruth on the Community Participation section of the plan, appealed to all Councillors and Ward Committees to begin preparing for inputs for first phase of community consultation and public participation.

There would be two phases of public participation. For the current IDP, it was broadly recognised that work was being done under extreme circumstances. A draft would be presented and thereafter extensive work would be done on it before meeting the final deadline for the IDP at the end of May.

The first phase of public participation would include workshopping for Ward Committees, whereby Kouga's regions would be split into three Saturdays starting on the 19th of February. Someone from District would provide workshopping on what had to be included in the IDP and input required from Wards. A session would be included on ward input.

She stated that Councillors would agree that the first phase would not be sufficient. There would be surveys in all Councillor offices, a WhatsApp number where inputs could be submitted and notices on website etc. Social Media would be used to gather additional input. This would be the first phase of input and it would be used to understand the broad areas of need within wards.

In April, there would be a full month of public and community participation and the aim was to get on the ground with the Executive and Directors. Councillors were encouraged to take the cohort to their areas of concerns would and hear the needs of the forgotten voices. It was acknowledged that the first phase of public participation was short but it would be enhanced in April.

If there were still additions required after the final IDP, it could be amended during the IDP review period in September/October 2022.

The Municipality was determined to get a solid IDP that was linked to the Budget and could track budget to wards with good indicator within the SDBIP that could be tracked at performance level. There

was commitment to do everything possible within the short period available. She would appreciate if Councillors committed attention to this within the first phase.

The Speaker urged Councillors to assist the process and attend workshops together with their Ward Committees.

Cllr Zana appreciated the IDP process plan but requested a session with the Speaker, Executive Mayor and Chief Whip, as he felt that recommendation 6.4 had to be discussed further.

The Speaker responded that the meeting would be scheduled.

The item was unanimously approved.

Resolved (7 February 2022)

1. That Council approves the **Amended** IDP Process Plan for the 2022/23 financial year in accordance with Section 29(1) of the Municipal Systems Act, No 32 of 2000.
2. That the **Amended** Process Plan be published on the municipal website and municipal notice boards within 10 days after adoption by the Council.
3. That the Amended Process Plan be submitted to EC-COGTA and Provincial Treasury within 10 days after adoption by the Council.
4. That Council authorizes delegated authority to the Executive Mayor to further amend the 2022/2023 IDP Process Plan in the event of unforeseen circumstances.

13. REPORTS BY THE EXECUTIVE MAYOR

13.1 REPORTS BY THE CHAIRPERSON: CORPORATE SERVICES

22/02/CORP11 DELEGATION TO ATTEND THE SALGA NATIONAL CONFERENCE

The Executive Mayor tabled the item for Corporate Services which would be handled by Cllr Jantjes.

Cllr Jantjes introduced the item for approval and highlighted its financial implication.

He requested that a recommendation 4.3 be included which indicated that the Executive Mayor be given delegated authority to amend the list of delegates in the case of unforeseen circumstances.

Cllr Zana stated that there had to be provision for an additional delegate from the opposition, particularly the majority opposition, to attend. Provision had to be made to allow other political parties to attend.

The Speaker indicated that all Councillors would be able to attend via the virtual platform as it was hybrid-conference. He further added that according to SALGA only three delegates could attend.

Cllr Zana stated that the ANC maintained that someone from the opposition had to attend physically and provisions for this had to be made.

The Speaker stated that this was a counterproposal.

The Executive Mayor stated that this was the trend for Provincial Conference where senior political leadership were required to attend. This trend that attendance be reserved for senior politicians, who were full time Councillors, was being followed for the National Conference. In terms of Troika and Quad, it would be best to send the initially proposed delegation.

Cllr Zana thanked the Executive Mayor and stated that the matter would be taken up further.

Resolved (7 February 2022)

1. That Council endorse Deputy Executive Mayor, Cllr H Bornman as the voting delegate on behalf of Kouga Local Municipality.
2. That the attending three-person delegation be made up of: the Executive Mayor, Alderman H Hendricks; Deputy Executive Mayor, Cllr H Bornman; and Speaker, Cllr B Williams.
3. That the Executive Mayor be granted delegated authority to amend the approved list of delegates and the voting delegate in the event of unforeseen circumstances.

14. **CLOSURE**

The Speaker thanked all present for their valuable input.

The meeting closed at 11:34

B WILLIAMS
SPEAKER

DATE

MATTERS DEALT WITH
IN TERMS OF
DELEGATED
AUTHORITY BY THE
EXECUTIVE MAYOR

REPORTS BY
THE
OFFICE OF THE
MUNICIPAL
MANAGER

KOUGA MUNICIPALITY (EC108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER

DATE: 28 FEBRUARY 2022

ITEM NO: 22/02/MM4

COUNCIL RESOLUTIONS FOR 13 DECEMBER 2021, 31 JANUARY AND 7 FEBRUARY 2022

1. Introduction

The purpose of this item is to provide a report back on progress of Council Resolutions.

2. Background

The Action Sheets reflect outstanding Council resolutions for all Directorates.

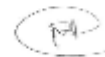
3. Recommendation

3.1 That the updated Action Sheets reflecting resolutions of previous Council meetings and resolutions approved during the period of the Executive Mayor's Delegated Authority, be noted.

3.2 That it be noted that all resolutions are referred to Top Management meetings for discussion whereafter outstanding reports are submitted to their respective Portfolio Committee meetings.

3.3 That Directorates complete the Action sheets comprehensively, indicating the official responsible for actioning the recommendation, the due date, status of completion and tasks performed.

Item prepared by: The Acting Director: Corporate Services



Item endorsed by: The Chief Financial Officer



Item endorsed by: The Acting Director: Infrastructure & Engineering



Item endorsed by: The Director: Community Services



Item endorsed by: The Director: Planning, Development & Tourism



Item approved by: The Municipal Manager



COMMUNITY SERVICES: ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
29-Aug-19	19/08/CS13	APPLICATION FOR THE MANAGEMENT OF THE ASTON BAY COMMUNITY HALL BY THE ASTON BAY RATEPAYERS ASSOCIATION	That the granting of control and management of Aston Bay Community Hall to the Aston Bay Ratepayers Association be supported in principle.	Inspection was done on repairs and maintenance that needs to be done with ABR. Repairs were done and a follow up meeting to be arrange first week in March 2022 with ABR.	Director: Community Services	
30-Oct-19	19/10/CS13	CUSTODIANSHIP: KRUISFONTEIN SPORTS FIELD	That Council grants custodianship to the Kruisfontein United Rugby Club, an Eastern Cape Premier League competitor club, for the Kruisfontein Sports Field as a pilot project for a period of 9 years and 11 months.	A Sports Council was established on 21 August 2021, Public participation will be conducted in conjunction with the Public Participation Unit	Director: Community Services and Public Participation	
			That a Service Level Agreement be drawn up between the Municipality and the Kruisfontein United Rugby Club, to clarify the roles and responsibilities, including the conditions on which such custodianship is granted	Service Level Agreement will be drawn up after the Public Participation is finalised	Director: Community Services Manager: Legal Services	
			That the custodianship initiative be communicated to Ward 4, 5 and 15 residents through a Public Participation Process.	The process was not finalized and will be organised.	Director: Community Services Public Participation	
	20/05/CS12	FIRE RISK AND ENVIRONMENTAL NUISANCE REDUCTION - PLOT AND BUSH CLEARING	That it be noted Aston Bay and Paradise plot clearing is scheduled for phase 2 and that a list of plots in both areas has been compiled but the programme has been put on hold due to the lockdown.	Plot and bush clearing is ongoing. New priority sites were identified and are currently being cleared.	Director: Community Services	
11-Dec-20	20/12/CS6	PROGRESS REPORT ON KOUGA COMMUNITY GARDENS OF HOPE	That the Committee note the report on Kouga Community Gardens of Hope.	The program was put on hold due to the drought. A nursery has also been established in Humansdorp to support the Gardens.	Dir Community Services	
	20/12/CS21	CAPE ST FRANCIS BAY DUNE ENCROACHMENT	That the report on Cape St Francis dune encroachment, be noted.	An application in terms of the NEMA has been submitted to DEDEAT.	Dir Community Services	
31-May-21	21/05/CS6	ST FRANCIS BAY REVETMENT	That the 80 meter of the authorized area that was left unprotected be finalized in the 2021/22 financial year.	67 meters of revetment was constructed and the project to be finalised in 2022/23	Dir. Community Services	
30-Jul-21	21/07/CS6	UPDATE REPORT ON OYSTER BAY DUNE REHABILITATION	That the task team be given time to explore Mr. Brandstetter's option of purchasing Erf 386 before continuing with plans to register a servitude.	No purchase agreement reached. The municipality is re-investigating the option of servitude.	Dir. Community Services	
	21/07/CS7	NOORSEKLOOF NATURE RESERVE MANAGEMENT PLAN	That the draft plan be workshopped with all the Kouga Municipality directorates for inputs and advise.	Plan has been submitted to ECPTA agency, waiting for a response	Dir. Community Services	
30-Sep-21	21/09/CS11	KOUGA MUNICIPALITY LANDFILL COMPLIANCE AND PROVISIONS	That budget provision be considered in the 2022/23 budget for landfill management, maintenance and rehabilitation.	Noted.		

INFRASTRUCTURE & ENGINEERING: ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
26-Feb-21	21/02/I&E5	KOUGA MUNICIPALITY ELECTRICITY: RENEWABLE ENERGY GENRATION APPLICATION TO THE MINISTER OF MINERAL & ENERGY RESOURCES	Meeting to take place in March 2022 to present Kouga An application	EC COGTA has established a team to work with Kouga to consider our application. A further meeting was held where the non financial support from DBSA to Kouga was discussed. Kouga municipalities case will be tabled in the next task team meeting arranged by COGTA to further strengthen its case and support for the project. this meeting will be taking place in January 2022.	Manager: Electrical	

OFFICE OF THE MUNICIPAL MANAGER - ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
30-Jul-19	19/07/MM4	RESCISSION OF A COUNCIL RESOLUTION – 17/8/F23 OF A COUNCIL MEETING HELD ON 31 AUGUST 2017	That Erf 873, Jeffreys Bay, in extent of 82,908ha be subdivided and rezoned for sporting facilities and that the remainder of Portion Erf 873, Jeffreys Bay, be rezoned for future development.	Due to budget constraints the service provider could not be appointed - sufficient provision has been made on the adjustment budget and the process will now commence.	Planning & Development	
			That a long-term lease agreement for the remainder of Erf 873, Jeffreys Bay, be considered after the subdivision, rezoning and public participation processes have been finalised.	LAC made an award for the lease of the Jeffreys Bay Golf Klub to the Jeffreys Bay Golf Klub. A proposed contract was forwarded to the Golfklub for their input and signature. Item for final approval to serve at the next Special Council meeting.	Planning & Development	
12-Dec-19	19/12/MM6	PURCHASE OF PORTION 77: FARM KLAARFONTEIN: THORNHILL	The Municipal Manager be empowered to:			
			(a)Re-negotiate with Tony Ward Family Trust for the purchasing of portion 77 of 449 Klaarfontein. (b)Re-negotiate the selling price of portion 77 of 449 Klaarfontein which is not to be more the R130 000 and to be in line with the value as determined by DDP Valuers. (c)Initiate and authorise all procedures including legal and land surveyor requirements that may be required to ensure the finalisation of the entire process to secure the land on which the elevated water tower is currently situated.	Offer to purchase has been signed. The Conveyancer attending to the transfer has been appointed. Transfer in progress. The Conveyancers are awaiting the Surveyor General Certificate in order to finalise the sale. The Town Planning Department was tasked with this.	Manager: Legal Services	
30-Jan-20	20/01/MM1	COUNCIL RESOLUTIONS FOR 12 DECEMBER 2019	That the management/custodianship initiatives of all Kouga Sports fields in respective Wards be considered with public participation process to be followed (refer to item 19/10/CS13 – Custodianship: Kruisfontein Sports Field).	Draft Agreement submitted to Manager Parks & Community Amenities in December 2019.	Director: Community Services	
			That the relevant Directorate submit a status report on the development proposal on portion of erf 499: Humansdorp (19/12/PD6) be submitted to the next Council meeting.	Council subsequently approved the development of the Biomass Harvesting and Processing on Erf 499 - 20/07/CS7	Director: PD&T and Director: Community Services	
26-Feb-21	21/02/MM9	APPROVAL OF TERMS OF REFERENCE FOR THE KOGA MUNICIPALITY FINANCIAL MISCONDUCT DISCIPLINARY BOARD	That reporting procedures for persons to report allegations of financial misconduct and financial offences on a confidential basis, be established.	The review of the current whistleblowing policy is under discussion, which review will incorporate the reporting procedure.	Manager: Legal Services	
			That the reporting procedures be made public in accordance with Section 21(1)(a) and (b) of the Municipal Systems Act.	The review of the current whistleblowing policy is under discussion, which review will incorporate the reporting procedure.	Manager: Legal Services	
	21/02/MM10	PRIVATE PROJECT FUNDING AGREEMENT PROPOSAL: IDIS CONSULTING & DEVELOPMENT	That Council authorises the Accounting Officer to engage IDIS (International Diverse Innovation Solutions (PTY) LTD) and report back to Council.	A subsequent meeting were held with IDIS representatives where identified concerns were raised. A legal opinion has been obtained and the matter referred to National Treasury and SARS for comment.No feedback received from NT.	Municipal Manager	
			That Council authorises the Accounting Officer to embark on a full vetting process into (International Diverse Innovation Solutions (PTY) LTD) as well as the funding model proposed, which process will include discussions with National Treasury.	Small committees have been established tasked with duties for actioning. See comments above.	Municipal Manager	

31-May-21	21/05/MM6	PUBLIC PARTICIPATION REPORT: THIRD QUARTER 2020/2021	That PPU identified the need to consolidate action sheets and submit to various portfolio meetings on a quarterly basis for resolution/action.	Cllrs requested to have the matters on Service Delivery request (i.e. Street Names / Speedhumps /Overgrown Plots / etc.) filter through to the portfolio committees, hence the quarterly reports on submitted action sheets and or resolutions. This exercise could not be completed due the variables in reporting from ward committees. PPU will standardise reporting template and consolidate report for quarters 3 & 4 of FY 2020/21. Report template standardised and provided to all Ward Offices for completion. First consolidated reports will be submitted to Portfolio Committees at the end of Quarter 1 (FY2021/22). NYC - Action Sheets were submitted to the Corporate Services Portfolio Committee through the Call Centre report.	WDF Officer Manager in the office of the Mayor Public Participation Coordinator	
			That a Process Flow SOP on policy formulation to be developed by 30 April 2021 and presented to Senior Management to incorporate terms of reference for the establishment of Public Participation Communications Committee.	The SOP was not completed by 30 April 2021 and could therefore not be presented to Senior Management. The 1 st draft on procedure & format of Policies is done & requires inputs from Speaker before completing the formal SOP. Still awaiting draft SOP from Service Provider. TBC by 16 July 2021, NB: The SOP will incorporate the Intergrated Communication Strategy to be developed by MMO. SOP not completed to date. No further interaction from Speaker's Office on policy formulation was received. NB: Appointed SP is currently on compassionate leave & ill-health! NYC - Initial meeting with Brian Singh was held and a project plan submitted to the DMM. The project plan meeting to be convened with the DMM, Director Corporate Services, Municipal Manager, Office of the Executive Mayor, Speaker and PPU in November	WDF Officer Manager in the office of the Mayor Public Participation Coordinator	
	21/05/MM9	2019/20 ANNUAL REPORT: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE OVERSIGHT REPORT	That it be noted with concern that no attention was given to the Council priority of the conversion of bucket sanitation to more acceptable sanitation system and that an action plan for such conversions be submitted to Council without further delay.	Report not yet compiled	Director: I&E	
			That a report on community acceptance of the containerized sanitation for informal settlements be submitted.		Director: PDT	
			That measures be implemented to ensure that all consumers are billed for service received from Kouga Municipality.		CFO	
			That measures be implemented to reduce water losses to more acceptable levels.	drought mitigation task team established to implement water loss strategy	Director: I&E	
			That measures be implemented to reduce electricity losses to more acceptable levels.	Revenue manager & Electricity Manager monitor losses	Director: I&E	
	21/05/MM11	REVIEW OF THE DRAFT INTEGRATED DEVELOPMENT PLAN (IDP) FOR 2021/21 (2017-2022 5 YEAR CYCLE)	That the progress on the action sheet be monitored and evaluated by the Mayoral Committee.	The action sheet was drafted and submitted to the COO for submission to Top Management. Monitoring & Evaluation by Mayoral Committee.	Manager: Strategic Services	
30-Jul-21	21/07/MM2	SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN: 2021/22 FINANCIAL YEAR	That the Municipal Manager oversees the submission of monthly departmental progress reports to the relevant Portfolio Committees on the implementation of the 2021/22 Service Delivery and Budget Implementation Plan.	In progress	MM	

17-Nov-21	21/11/MM2	DECLARATION OF INTEREST OF COUNCILLORS	That all Councillors submit the duly completed Declaration of Interest form to the office of the Municipal Manager before 17 January 2022.	Matter in progress	Office of the Speaker	
13-Dec-21	21/12/MM2	REPORT ON DELEGATIONS REGISTER	That the Delegations Register be referred to a Council workshop for review.	Workshop to be arranged for early 2022.	Legal Manager	
			That the Municipal Manager be instructed to submit a report to the Mayoral Committee with recommendations on any changes to the Delegation Register mentioned in 1 above;	in progress	Legal Manager	
			That the Mayoral Committee submit recommendations thereon to the Municipal Council for resolution.	in progress	Legal Manager	
	21/12/MM5	HANDOVER REPORT TO THE NEWLY ELECTED COUNCIL	That the Municipal Manager submit the report to DCOG, Provincial and National Treasury.	Report to be submitted	Office of the MM	
	21/12/MM8	REPORT ON VETTING: PRIVATE PROJECT FUNDING AGREEMENT PROPOSAL – IDIS CONSULTING & DEVELOPMENT	That Council resolves to further investigate the Funding Proposal received from International Diverse Innovation Solutions (PTY) LTD (IDIS).	Resolved	Legal Manager; Manager in the office of the Mayor/Speaker	
			That the funding proposal be workshopped with all Councillors and that further funding models be investigated.	Will be arranged for early 2022.	Legal Manager; Manager in the Office of the Mayor/Speaker	
31-Jan-22	22/01/MM1	MID-YEAR INSTITUTIONAL PERFORMANCE REPORT: 2021/22 FINANCIAL YEAR: PERIOD 1 JULY 2021 TO 31 DECEMBER 2021	That the matter be referred to the Manager: Legal Services for consequence management.	Matter in progress	Legal Manager	
	22/01/MM2	KOUGA MUNICIPALITY: 2ND DRAFT ANNUAL REPORT (2020/2021)	That the Municipal Public Accounts Committee conduct the required oversight on the 2nd Draft 2020/21 Annual Report and submit an Oversight Report to Council as required in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003.	In progress	MPAC	
			That the 2nd Draft 2020/21 Annual Report be updated on receipt of the financial information and other matters relevant to the finance section inclusive of the AG Report and Audit Corrective Action plan, and be resubmitted to Council for noting.	Will be submitted with MPAC oversight report	Manger: PMS	
07-Feb-22	22/02/MM1	MID-YEAR INSTITUTIONAL PERFORMANCE REPORT: 2021/22 FINANCIAL YEAR: PERIOD 1 JULY 2021 TO 31 DECEMBER 2021	That all areas of underperformance be discussed at the level of Portfolio Committees to determine corrective actions to ensure that the required targets are achieved by the end of the financial year.	In progress	MM, All Directors, Portfolio committees	
	22/02/MM2	AMENDED IDP PROCESS PLAN FOR THE PERIOD 2022/23	That Council authorizes delegated authority to the Executive Mayor to further amend the 2022/2023 IDP Process Plan in the event of unforeseen circumstances.	No action yet	Executive Mayor	

CORPORATE SERVICES: ACTION SHEET COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
26-Feb-21	21/02/CORP5	OHS RISK ASSESSMENT	That all outstanding High-Risk areas be prioritized for immediate remedial action.	Latest report was tabled to Portfolio's Feb 2022. All outstanding risks to be tabled at a Top Management meeting for resolution	All Departments	
30-Sep-21	21/09/CORP7	OHS RISK ASSESSMENT	That respective departments be given until 30 September 2021 to rectify all non-compliances.	Latest report was tabled to Portfolio's Feb 2022. All outstanding risks to be tabled at a Top Management meeting for resolution	All Departments	
13-Dec-21	21/12/CORP4	STRUCTURING OF THE MUNICIPAL COUNCIL: COMPOSITION OF MEMBERS TO SECTION 79 COMMITTEES	That the Terms of Reference for the Rules and Ethics Committee be reviewed and referred to a future Council meeting for approval. That the Terms of Reference for the Municipal Public Account Committee be reviewed and referred to a future Council meeting for approval. That the Terms of Reference for the Municipal By-Laws and Policy Committee be developed and referred to a future Council meeting for approval.	Awaiting further feedback Mpac Terms of reference reviewed and currently being reviewed by Legal Manager Awaiting further feedback		

PLANNING & DEVELOPMENT: ACTION SHEET - COUNCIL						
MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
30-May-19	19/05/PD6	PUBLIC WORKS PROPERTIES TO BE TRANSFERRED TO KOGUA MUNICIPALITY	That Council accepts the following erven from Public Works and that they are added to the asset register of Kouga Municipality: Farm 448 portion 15 — Uitenhage RD Pellsrus: 677; 678; 733; 751 ; 753; 794;812 826; 854; 862 Humansdorp: 1 968 Thornhill: 221 ; 237 333; 334; 342;362;376;751v; 762; 763; 775; 776; 777; 778; 779; 780; 781 ; 782; 783; 784; 785; 788; 789; 790; 791 ; 792; 805; 845; 846; 849; 850; 852; 855; 857; 859; 860; 861 ; 862; 863; 865; 866; 868; 870; 874; 875; 883; 884; 885; 886; 887; 888; 889; 891; 892; 894; 895; 897; 898; 896 That Kouga Human Settlement Department proceed with the transfers of these erven to the owners of the properties as soon as registration to Kouga has been completed	Signed deed of donation was forwarded to the Dept Public Works. The Department of Public Works indicated that it still needed to be signed by their Head Office.Erf 560 Pellsrus and Erf 1325 Kwanomzamo - Deed of Donation signed by both parties.The Dept. Public Works is responsible for the transfer and associated costs. We have not received the signed deed of donations for the property donated to KLM by the Dept. Public Works. Follow-ups was done during June and July 2021 however the Department indicated that the documents will be signed as soon as the relevant official returns to office. A meeting with Public Works has been sheduled for January 2022 to discuss the transfer of Public Works properties to Kouga Municipality. A Land Forum Meeting are planned between Kouga Municipality and Public Works for the week of 14 February 2022 where all outstanding matters will be discussed. In progress. Awaiting Transfer of properties by Public Works.	Manager: Legal Services	In Progress
30-Oct-19	19/10/PD3	SELLING OF 98 HIGH WATER TABLE HUMAN SETTLEMENT ERVEN – KRUISFONTEIN	That all proceeds from the sale of the 98 high water table erven be ringfenced for projects namely the upgrading of gravel roads to paved roads	When the sale is complete, this action will be implemented. The process to finalise the sale of 98 Wet Erven has commenced on 20 July 2021 with undersigned of addendums to the sale agreements. 15 completed sale agreements that was duly signed by purchasers and the Accounting Officer. The Department will be visiting prospective purchasers during the 2nd week of December 2021 to proceed with the completion of sale agreements. The completed sale agreements will be handed over to the Legal Section before the end of the week of 18 February 2022 for the prospective buyers to commence with the payment and transfer of the properties.	CFO/ Dir: PDT	In Progress
	19/10/PDT5	TEMPORARY APPROVAL TO DERMACATE A SECTION OF PORTION 125 OF THE FARM ESTATE KLEIN ZEEKOEI RIVER NO.335 FOR NUTRITIONAL COMMUNITY VEGETABLE GARDEN IN PARTNERSHIP WITH VICTORY 4 ALL KING'S COLLEGE and JEFFERY'S BAY WINDFARM	That Council grants approval to demarcate a portion of land (1ha) on portion 125 of the Farm Estate Klein Zeekoei River No. 335: Ocean View for the purpose of a Nutritional vegetable garden as per proposal from King's College. That it be noted that this is not a permanent approval and does not rescind any previous Council Resolutions taken on this land parcel including Council resolutions (13/07/IPD and 19/02/PDT).	Departure process in progress. Applicant met with Technical Services and Planning departments regarding town planning application process. The Applicant has not met the condition.	Dir: PDT	Remove from Action Sheet.
			That a Land Use Application be submitted to Town Planning Department for Temporary Departure of a period not exceeding 5 years.	Incomplete application has been received and we requested applicant to update the application according checklist.Until now the applicant did not do it and numerous reminders were sent to him. Instruction will be given to Legal Section during the week of 3 December to start with process to revoke agreement. No Progress on application.Outstanding information from applicant.	Dir: PDT / Legal Services	Remove from Action Sheet.
29-May-20	20/05/PD2	REPORT ON THE PROGRESS AND STATUS OF THE SOCIAL HOUSING PARTNETSHIP FOR THE DEVELOPMENT OF A SOCIAL AND (FLISP) HOUSING PROJECT ON Erf 335, JEFFERYS BAY	That Development Contribution or Augmentation fees be waived for the Social housing project.	The resolution will be implemented upon submission of Building plans for the development. No building plans submitted yet. Ongoing, project is still on planning phase.	Dir: PDT/ CFO/MM/ I&E	In Progress
			That the plans scrutiny and approval fees be dealt with on the same basis as BNG/RDP housing projects.	The resolution will be implemented upon submission of Building plans for the development. Ongoing, project is still on planning phase.	Dir: PDT / Manager P&D	In Progress
			That charges be levied for all appropriate utility charges.	At project implementation phase.	Dir: PDT / CFO	In Progress
	20/05/PD3	DONATION AND TRANSFER OF KOGUA MUNICIPAL PROPERTIES FROM KOGUA MUNICIPALITY TO PUBLIC WORKS	That Erf 560 be rezoned in terms of SPLUMA from Residential 1 to Institutional in accordance to existing land use.	Anticipate to appoint service provider before 28 February 2022.	Manager :L&PA	In Progress
			That the request for the donation and transfer of Erf 347, Patensie be held in abeyance pending further investigations on future needs for Municipal Services and applicable closure of POS process.	The matter to be further investigated.	Dir: PDT/ Mager: LPA/ Manager: P&D	In Progress
	20/05/PDT5	APPROVAL FOR THE COMMENCEMENT TO ESTABLISH "AESTHETICS AND HERITAGE BUILDING COMMITTEE" FOR THE ST FRANCIS BAY VILLAGE AND CANALS, SANTAREME, HARBOUR PRECINCT, CAPE ST FRANCIS, OYSTER BAY, SEA VISTA TOWN, ST FRANCIS BAY LIGHT INDUSTRIAL AREA IN THE KOGUA LOCAL MUNICIPALITY AREA	That Aesthetic Committees be established in all Wards, if required, to maintain uniform architecture design for specific areas be included in the Terms of Reference.	Draft "by-law" with legal section to finalised all legal requirements. Meeting with C W Malan to be held.Legal services has set up a date for finalisation of draft by-law . Last meeting was postpone due covid cases at C W Malan office. See last comments - with Legal Dept	Dir: PDT / Manager P&D/ Manager: Legal Services	In Progress

26-Jun-20	20/06/PD4	DEVELOPMENT PROPOSAL: PRECINCT PLAN FOR Erf 8783: OCEAN VIEW, JEFFREYS BAY	That the precinct plan and development proposal of Erf 8783 Ocean be subject to public participation.	The meeting to be held as soon as restrictions on gatherings is lifted. Public meetings are still prohibited.	Dir: PDT	In Progress
			That the registration of Erf 8783, Ocean View to Kouga Municipality be continued and concluded.	An item has been prepared for the next Council Meeting to request approval for the registration and transfer of unregistered municipal land including, erf 8783.	Manager: Legal Services	In Progress
11-Dec-20	20/12/PD5	APPROVAL OF GRANT FUNDING FOR THE UPGRADING OF INFORMAL	That a report on the joint planning between Infrastructure and Human Settlements serve at the next Portfolio Committee.	Ongoing, joint planning meeting with Infrastructure was held on 7 December 2021.	Dir: PDT/ Manager: Human Settlements	Ongoing
	20/12/PD8	APPROVAL FOR THE COMMENCEMENT TO DRAFT "AESTHETICAL AND HERITAGE BUILDING BY-LAW" FOR THE ST FRANCIS BAY VILLAGE AND CANALS, SANTAREME, HARBOUR	That the Department: Planning & Development facilitate the process to address the "Objectors Objections" by convening a virtual meeting with the objectors as well as other Interested and affected parties.	Draft completed. Legal to check it. Published document for comments in March. See previous comments for 20/05/PD5. Draft By-Law with attorneys. Had discussion with Attorneys to find an alternative way to promulgate said regulations.	Manager: Legal Services / Acting Manager: LPA	In progress
			That a date and venue be determined as to when such meeting will take place for a virtual hearing and that it be published in the local newspaper and on the website.			
			That all the objectors be notified timeously of the date and venue for the virtual hearing.			
26-Feb-21	21/02/PD12	LAND SWAP: A PORTION OF Erf 6650 IN FAVOUR OF Erf 6649, JEFFREYS BAY: MR. S. STANLEY	That a 2.0m building line being observed along the western lateral boundary for possible future services.	Will be considered in swap agreement and during the implementation of thereof.	Director: PDT/ Acting Manager: LPA	In Progress
			That a 2.0m building line being observed along the eastern lateral boundary for access to the existing watermain passing through the Erf.	Will be considered in swap agreement and during the implementation of thereof.	Director: PDT/ Acting Manager: LPA	In Progress
			That the sub-division and consolidation processes of the land be concluded.	Site visit done. Service providers has compiled the diagram and submitted same to Surveyor-General for approval. Awaiting approved diagram from Surveyor-General.		In Progress
	21/02/PD13	DISPOSAL AND CLOSURE OF LONG STREET, BOKMAKIERIE STREET, PORTION OF BLOUBOK STREET AND PORTION OF HERON STREET – PUBLIC ROADS IN THE INDUSTRIAL AREA HUMANSDORP	That a 6.0m servitude be observed along Bloubok Street to accommodate the 315mm diameter water pipeline in favor of Kouga Municipality	Will be considered in sale agreement and during the implementation of thereof.	Director: PDT/ Acting Manager: LPA	In Progress
			That the overhead electrical line that transverses Erf 2079 and along Bloubok Street be relocated to Erf 1 that is to the north-boundary of Erf 2079	Will be considered in sale agreement and during the implementation of thereof.	I&E	In Progress
			That the applicant be responsible for the cost associated with the closure of public roads and transfer of property.	Applicant responsible for road closure. The land surveyor has received instruction to proceed with closure of public roads. Closure of public roads has been submitted Office of the Surveyor General and application has been published in Provincial Gazette. Awaiting approved sq diagrams.	Applicant	In Progress
	21/02/PD14	ESTABLISHMENT OF AN AUTISM CENTRE - APPLICATION FOR RIGHT TO USE/MANAGE MUNICIPAL LAND: Erf	That the approval of the right to use, control, manage the be subject to the said property being closed as a public place and rezoned to an appropriate zoning.	Final approval was obtained from Council on 31 August 2021. Three quotations has been obtained and requisition submitted to SCM to do appointment.	Dir: PDT/ Manager L&P/Manager: P&D	In Progress
31-Mar-21	21/03/PD1	TRANSFER OF RESIDENTIAL SITE: HISTORIC CONDITION OF SALE: ERF 1331 PELLSRUS: PIENAAR FAMILY	That Council grant approval to the subdivision a of a standard size residential erf from the remainder of erf 1331, Pellsrus and transfer such erf in favour of the Pienaar Family.	Three quotations has been obtained. The three quotations obtained was above all above R30 000.00 hence requirement for 7 days notice. The 7-days notice is anticipated to be advertised before 28	Director: PDT/ Acting Manager: LPA	In Progress
			That Council grant approval for the closure of a public open space with regard to the subdivided erf contemplated in (a) and that transfer herein be dependent on the formal closure of the public open space.		Director: PDT / Acting Manager L&P	In Progress
			That the Council be responsible for the cost associated with the closure of public open space and transfer of property.	Council responsible for cost.		
	21/03/PD3	Application to Purchase a Portion of Erf 552 Sea Vista (Mr. M. Johansens)	That Council rescinds the previous council resolution and grant in-principle approval to dispose a portion of erf 552, Sea Vista to Mr. Johansen.	In-principle approval was obtained however, we received three objections against application which is mainly based on environmental concerns. We have requested input from the Environmental Management Practitioner who has visited the site and awaiting comments. Follow-up was done with Environmental and it was indicated that the comments will be provided. An item will be prepared to Council to consider the appointment of a environmental consultant to do a basic assessment.	Director: PDT / Acting Manager L&P	In Progress
			That the applicant be responsible and carry the cost for the closure of public open space and subdivision of erf	Will be considered in sale agreement.	Manager: Legal Services /	In Progress
			That the newly created erf be transferred only once the formal closure has been concluded, and the conveyance cost be carried by the applicant.	Will be considered in sale agreement.	Manager: Legal Services / Acting Manager L&P	In Progress

31-May-21	21/05/PD1	PROGRESS REPORT: ALIENATION OF 98 WET ERVEN: KRUISFONTEIN	That Council grant authorization to the Accounting Officer to the conclude Option to Purchase agreements as the Grantor on behalf of the Municipality.	The Accounting Officer has counter signed the first batch of 15 sale agreements. The Department will be visiting prospective purchasers again during the week of 18 October 2021 to proceed with the completion of sale agreements. The completed sale agreements will be handed over to the Legal Section before the end of the week of 18 February 2022 for the prospective buyers to commence with the payment and transfer of the properties.	Director:PDT/ Manager L&P/ Manager: Legal Service	In Progress
	21/05/PD9	APPLICATION: ALIENATION OF LAND AND PURCHASE OF VARIOUS PROPERTIES IN HANKEY: MGM TRUST (MR. DU PREEZ)	That Council authorizes the Accounting Officer to enter into a sale agreement with MGM Trust, for the sale of the properties mentioned in 6.1 above at the fair market value of R1 770,00.00 (all inclusive).	The Accounting Officer to enter into a sale agreement with the applicant. A draft Sale Agreements has been finalised and to be forwarded to purchaser. Awaiting the signed Offer to Purchase from the applicant. Instruction was given to CW Malan Attorneys to commence with the sale of the properties.	Director:PDT/ Manager L&P/ Manager: Legal Service	In Progress
			That the Applicant MGM Trust be responsible for payment of transfer, subdivisions and other Land Use related costs linked to this application.	Applicant responsible for land use applications and costs. Status report on subdivision and consolidation has been submitted Office of the Surveyor General and application has been published in Provincial Gazette.	Applicant	In Progress
	21/05/PD10	DISPOSAL AND CLOSURE OF LONG STREET, BOKMAKIERIE STREET, PORTION OF BLOUBOK STREET AND PORTION OF HERON STREET – PUBLIC ROADS IN THE INDUSTRIAL AREA HUMANSDORP	That the applicant be responsible for the costs associated with the closure of public roads and transfer of property.	The applicant responsible for the costs for land use application and transfer cost. The land surveyor has received instruction to proceed with closure of public roads.	Applicant	In Progress
	21/05/PD11	LAND SWAP: A PORTION OF ERF 6650 IN FAVOUR OF ERF 6649, JEFFREYS BAY: MR. S. STANLEY	That the Municipality be liable for all Transfer, subdivision and consolidation costs linked to this transaction.	This will be done once approved sg diagram is obtained. Transfer to be finalised. Instruction was given through to the Legal Section to finalise the transfer of the newly created erf.	Director:PDT/ Manager L&P	In Progress
	21/05/PD15	APPLICATION TO PURCHASE: A PORTION OF PORTION 4 OF THE FARM ZWARTENBOSCH NO. 347: TEEN CHALLENGE SA	That Council rescinds the resolution pertaining to the lease of a portion of portion 4 of the Farm Zwartebosch No. 347 to Teen Challenge which reads as follows: - 13/05/FAME26 APPLICATION FOR LAND – PORTION OF FARM 347 PORTION 4 (ZWARTENBOSCH) Resolved: (30 May 2013) i) That Teen Challenge SA-Western Cape be allowed to utilize the Portion of Farm 347, Portion 4 of the Farm Zwartebosch for community projects for a period of nine (9) years and 11 (eleven) months, subject to the following conditions: a) That a formal Lease Agreement be entered into between Teen Challenge SA –Western Cape and the Council. b) That Teen Challenge SA – Western Cape be responsible for all cost (that may escalate) in respect of services and services connections fees as determined by the Council. c) That it be recorded that in terms of Section 14 of the Municipal Finance Management Act, the portion of Farm 347, Portion 4 of the Farm Zwartebosch is not required for basic level of municipal service. d) That all legislative requirements and advertisement procedures be adhered to. e) That any comments and objections from the public be taken into careful consideration. That the subdivision and rezoning of the land be attended to and concluded.	The process has been placed in abeyance as result of a letter of dispute against the disposal of a portion of portion 4 of the Farm 347 Humansdorp RD that was received from Teen Challenge SA Head Office. The applicant was informed and the Department will now discuss the matter with the Legal Section to decide on a way forward. The application will now be advertised in the local newspaper on 16 September for public participation. The initial objection letter received will be addressed as part of the public participation process. The application was advertised for public participation and this process will draw to a close on 16 October 2021. Public Participation completed, received one objection against application. An item be tabled to Council Meeting for for consideration of the objection and possible final approval.	Director:PDT/ Manager L&P	In Progress
			That Council consider the fair market related value of R770 000.00 that was obtained from a professional valuer for the portion of portion 4 of the Zwartebosch No 347.	Will be attended to should final approval be granted by Council.	Director:PDT/ Manager L&P	
			That Council consider disposing the immovable property contemplated herein to Teen Challenge as a social care user at 25% of the fair market value.	Will be considered in the sale agreement.	Director:PDT/ Manager L&P	
			That if the land was to be sold by the applicant, it only be sold back to Council.	Will be considered in the sale agreement.	Director:PDT/ Manager L&P	
30-Jun-21	21/06/PD8	ESKOM FUNDING ALLOCATION FOR THE INSTALLATION OF ELECTRICAL CONNECTIONS IN THE GAMTOOS VALLEY MUNICIPAL AREA	That the electrification of Tjolkville be resuscitated administratively and feedback be submitted to the next I&E Portfolio committee.	Multi-Disciplinary committee is in place and meets regularly.	Director: I&E	Ongoing
			That a multi-disciplinary Human Settlements Committee be established under the leadership of the Municipal Manager to consider and strategize around matters of electrification of informal settlements, provision of services and amenities to such areas etc.	Ongoing, meetings are held with I&E	Dir:PDT/ Manager:HS/ Manager: Electrical Services	
30-Jul-21	21/07/PD9	APPOINTMENT OF KOUGA MUNICIPALITY AS AN IMPLEMENTING AGENT FOR THE CONSTRUCTION OF INTERNAL SERVICES FOR THE HANKEY 990 HOUSING PROJECT	That the CFO places the received grant funding in a dedicated interest-bearing account.	Ongoing, project will commence on 10/01/22	Dir:PDT/ Manager:HS/ Manager:	In progress, construction of 990 services is in progress
			That the interest accumulated from the grant funding be ringfenced for future Human Settlements projects.			
			That monthly, quarterly and annual expenditure reports with supporting documentation be reported to Council and ECDHS; and	ongoing		

31-Aug-21	21/08/PD11	ESTABLISHMENT OF AN AUTISM CENTRE - APPLICATION FOR RIGHT TO USE/MANAGE MUNICIPAL LAND: ERF 5812 JEFFREYS BAY	That all the legislative processes contemplated herein commence and be concluded in line with Council resolution 21/02/PD14.	Final approval was obtained from Council on 31 August 2021. Three quotations has been obtained and requisition submitted to SCM for appointment of SP for closure of POS.	Director:PDT/ Manager L&P	In progress
	21/08/PD12	DISPOSAL OF ERF 1382, SEA VISTA (ST FRANCIS BAY) THROUGH SALE TO EDG3 PROJECTS	That Council grant authorization the Accounting Officer to enter into a sale agreement with Edg3 Projects, for the sale of the municipal property contemplated herein, for the amount of R180 000.00.	Final approval was obtained from Council on 31 August 2021. Approval letter was given to the applicant. Sale of this property is in progress. Legal has indicated a service provider has been appointed herein, McWilliams & Elliott Inc. As soon as I am in receipt of the Deed of Sale same will be provided to the Purchaser for perusal, comment, and signature.	Director:PDT/ Manager L&P	In progress
06-Sep-21	21/09/PD1	APPLICATION TO PURCHASE ERF 2896 - SEA VISTA – INDUSTRIAL AREA (NEXUS YACHTS)	That Council determine the market related valuation of the immovable property contemplated herein.	Appointment of service provider for market valuation is in progress. Awaiting the subdivision and closure of POS to be finalised.	Director:PDT/ Manager L&P	In Progress
			That the relevant department rezones and closes the public open space prior to disposal of erf 2896, Jeffery's Bay through an open tender process.	Service provider to be appointed if no objections received during public participation process. Public participation was completed and no objection received. The Service provider has been appointed for the subdivision, rezoning will be simultaneously completed internally.	Director:PDT/ Manager L&P	In Progress
			That the newly created erf be transferred only once the formal closure, consolidation and rezoning has been concluded, and the conveyance cost be carried by the applicant.	Upon finalisation of bidding process	Director:PDT/ Manager L&P	In Progress
30-Sep-21	21/09/PD7	ALLOCATION OF STREET NAMES AND AREA NAMES: VARIOUS GOVERNMENT SUBSIDIZED HOUSING PROJECT: KRUISFONTEIN, HUMANSDORP	That budgetary provisions by the relevant Directorates for the erection of the street names be discussed at the next Mayco Exco Management meeting for budgeting purposes.	I&E directorate to make budgetary provision.	I&E	
	21/09/PD7	ALLOCATION OF STREET NAMES AND AREA NAMES: GOVERNMENT SUBSIDIZED HOUSING PROJECT: WARD 2: PELLSRUS 220	That budgetary provisions by the relevant Directorates for the erection of the street names be discussed at the next Management meeting for budgeting purposes.	I&E directorate to make budgetary provision.	I&E	
	21/09/PD10	RELOCATION OF THE UNLAWFUL DWELLERS OF THE ASTON BAY CARAVAN PARK	That the Municipal Manager be allowed to negotiate with the Department of Public Works on the relocation costs.	Office of the MM will engage the Dept of Public Works. Meeting was held on 11 February 2022 with Public Works to discuss the relocation of the residents.	MM	
	21/09/PD11	APPLICATION FOR RIGHT TO USE: VARIOUS MUNICIPAL PROPERTIES FOR UPGRADES AND NEW BUILDINGS: BOPHELO IMPILO DEVELOPMENT CENTRE	That Council grant authorization to the Accounting Officer to enter into Right-to-Use Lease agreements with Bophelo Impilo Development Centre in respect of the properties contemplated herein for the specific use as follows: portion of Erf 353, Humansdorp (public pool area as per area FA and EF in Annexure c) portion of portion 72 of the Erf No. 746 Sea Vista (Taxi Rank, Multi-purpose Centre and Recycling) portion of erf 1269, Humansdorp (Multi-purpose Court for Tennis, Netball and Basketball) portion of erf 2, Kruisfontein (Multi-purpose Centre)	The lease agreement was drafted and sent to the applicant to peruse and consider. The applicant has sent the draft lease back with few amendments to be considered by the Municipality.	Director:PDT/ Manager L&P	In Progress
	21/09/PD12	APPOINTMENT OF HOUSING DEVELOPMENT AGENCY(HDA) VIA AN IMPLEMENTATION PROTOCOL/AGREEMENT BETWEEN KOUGA MUNICIPALITY AND THE HAD	That approval be granted by Council in terms of Section 110 of the Municipal Finance Management Act No. 56 of 2003 for appointment of the Housing Development Agency (HDA) via an Implementation Protocol to plan and implement integrated human settlements in the Kouga municipal area.	An item to rescind the reosution the enti	Director:PDT / Manager Human Settlements	In Progress
			That all planned human settlements pipeline projects be included in the Implementation Protocol between the Kouga Municipality and the HDA.	Discussions on the revised Implementation Protocol are ongoing		In Progress
			That the Municipal Manager be granted Power of Attorney to sign the Implementing Protocol on behalf of the Municipality.			In Progress
		APPROVAL AND ADOPTION OF FINAL JEFFERYS BAY LOCAL SDF(PRECINCT PLAN)	That Council approves and adopts the final Draft Jeffreys Bay Central Business District Local Spatial Development Framework.	Plan adopted by Council on the 30th Septmber 2021. PP on website		
	21/09/PD16	IN PRINCIPLE APPROVAL: DISPOSAL & ALIENATION OF ERVEN 887, 1259 & 2496 SEA VISTA	That Council authorizes the Planning &Development Department to embark on a process to close and rezone the above public open spaces to Residential.	Service provider to be appointed if no objections received during public participation process. Advert was placed and no objections was received against the application/s. Quotations has been obtained however, still awaiting one quotation on both 887 & 1259 & two quotations on erf 2496.	Director:PDT/ Manager L&P	In Progress
			That a fair market value be obtained for Council to consider in line with Section 14(2) of the Municipal Finance Management Act.	Appointment of service provider for market valuation is in progress.	Director:PDT/ Manager L&P	In Progress
			That the revenue generated from the sale be ringfenced for waterborne sewerage systems.	This will done during the sale of properties.	Director:PDT/ Manager L&P	In Progress
14-Oct-21	21/10/PD1	ERF 4587 & 4588 (KRUISFONTEIN) ERF 190 (PELLSRUS) ERF 8813 (OCEAN VIEW): VICTORY 4 ALL	That the Finance department expedite the bad debt review process on the outstanding debt and advise the client by 30 October 2021. That the Accounting Officer enter into a Deed of Donation and Offer to Purchase with the applicant in order to effect the disposal method stipulated in the standing Council resolution (17/12/F2) above.	Finance Section Deed of donation and Offer to Purchase to be drafted by Legal Section	Finance Legal	
	21/10/PD3	SALE OF 98 WET ERVEN	That the proceeds from the Sale of 98 Wet erven be ring-fenced for roads upgrades and social infrastructure in the 98 wet erven area.	The proceeds will be ring-fenced as per Council resolution.	Director:PDT/ Manager L&P	In Progress
28-Oct-21	21/10/PD5	DISPOSAL AND TRANSFER OF PRE-94 MUNICIPAL HOUSES IN SEA VISTA	That the Municipality engages the ECDHS to cover the applicable transfer costs for pre-94 houses through the EDBS grant.	Meeting was held with ECDHS who confirmed that the transfer cost will through the EEDBS Grant. It is envisioned to commence with the transfers before 28 February 2022. Instruction	Director:PDT/ Manager L&P	
			That the Accounting Officer be authorised to enter into an Offer to Purchase Agreement with the occupants and appoint conveyancers to effect transfers.	Legal Section are in the process to finalise the drafting of Offers to Purchase	Legal	

FINANCE - ACTION SHEET - COUNCIL																																									
MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED																																			
26-Feb-21	21/02/F5	WRITE-OFF IN RESPECT OF IRRECOVERABLE ARREAR DEBTS – EQUITABLE SHARE	That future reports indicate the area well as the Ward for the Equitable Share-write-offs.	A report of this nature will need to be written within the Financial System. These requirements are being assessed.	CFO																																				
	21/02/F17	BUDGET & TREASURY: VIREMENTS REPORT FOR THE QUARTER ENDED 31 DECEMBER 2020	That the respective Directorates arrange a meeting with their Portfolio Councillor to engage on the virements requested by the Department.	Meetings held as and when Virements are prepared.	All Directors																																				
	21/02/F21	RE: LIST OF OBSOLETE EQUIPMENT (ASSETS) THAT WERE IDENTIFIED FOR AUCTION	That the Disposal of Obsolete Equipment (Assets) Policy be reviewed at the next Policy Workshop	Policy has been reviewed and will be submitted into the Agenda for the next Policy Workshop.	CFO																																				
31-Mar-21	21/03/F1	Draft Medium-Term Revenue and Expenditure Framework (MTREF) - Budget for 2021/22 to 2023/24 Financial Years	That the Acting Director: Infrastructure and Engineering reports on the outcomes of the implementation of a strategy by 7 May 2021 to the Office of the Municipal Manager, to reduce non-technical electricity losses.	Implementation Strategy being developed.	Acting Director: I&E																																				
			That the Acting Director: Infrastructure and Engineering reports on the outcomes of the implementation of a strategy by 7 May 2021 to the Office of the Municipal Manager, to reduce water losses.	Implementation Strategy being developed.	Acting Director: I&E																																				
			That the Director: Community Services reports on the outcomes of the implementation of a strategy by 7 May 2021 to the Office of the Municipal Manager, to collect outstanding traffic fines.	Implementation Strategy being developed.	Director: Community Services																																				
	21/03/F8	PROPOSED WATER AND SANITATION TARIFF INCREASES FOR 2021/22 FINANCIAL YEAR	That the sewerage tariffs be reinvestigated before the final budget.	Tariff meeting held and tariffs discussed. Detailed assessment of tariffs to be undertaken to develop more suitable tariff structure in the new financial year.																																					
13-Dec-21	21/09/F1	AMENDMENTS TO THE 2021/22 APPROVED CAPITAL BUDGET AND APPROVAL OF UNSPENT FUNDS AS AT 30 JUNE 2021 (CAPITAL PROJECTS)	That Council, by resolution taken by the majority of its full number, and in terms of Section 30(2) of the Local Government: Municipal Structures Act No. 117 of 1998 (as amended), read in conjunction with Section 28 of the Local Government: Finance Management Act, Act No 56 of 2003, approves the following amendments to the 2021/22 Adjusted Capital Budget. <table><tr><th>UKEY NR</th><th>DEPARTMENT</th><th>FUNDING</th><th>PROJECTS</th><th>Approved Budget 2021/22</th><th>NT Approved Rollover Amount</th><th>Adjusted Budget 2021/22</th></tr><tr><td>20190710991734</td><td>Sewerage</td><td>MIG</td><td>Upgrade Sanitation System Old Hankey</td><td>12 867 392</td><td>2 431 453</td><td>15 298 845</td></tr><tr><td>20201002061450</td><td>Mig Administration Unit</td><td>MIG</td><td>Mini Fresh Food and Craft Markets in Jibay & Hankey</td><td>-</td><td>836 062</td><td>836 062</td></tr><tr><td>20200304025410</td><td>Mig Administration Unit</td><td>MIG</td><td>Upgrading of Sea Vista Sports Facility</td><td>-</td><td>2 693 400</td><td>2 693 400</td></tr><tr><td></td><td></td><td></td><td>Total</td><td>12 867 392</td><td>5 962 915</td><td>18 830 307</td></tr></table>	UKEY NR	DEPARTMENT	FUNDING	PROJECTS	Approved Budget 2021/22	NT Approved Rollover Amount	Adjusted Budget 2021/22	20190710991734	Sewerage	MIG	Upgrade Sanitation System Old Hankey	12 867 392	2 431 453	15 298 845	20201002061450	Mig Administration Unit	MIG	Mini Fresh Food and Craft Markets in Jibay & Hankey	-	836 062	836 062	20200304025410	Mig Administration Unit	MIG	Upgrading of Sea Vista Sports Facility	-	2 693 400	2 693 400				Total	12 867 392	5 962 915	18 830 307	Budget amended accordingly	CFO	
	UKEY NR	DEPARTMENT	FUNDING	PROJECTS	Approved Budget 2021/22	NT Approved Rollover Amount	Adjusted Budget 2021/22																																		
20190710991734	Sewerage	MIG	Upgrade Sanitation System Old Hankey	12 867 392	2 431 453	15 298 845																																			
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20200304025410	Mig Administration Unit	MIG	Upgrading of Sea Vista Sports Facility	-	2 693 400	2 693 400																																			
			Total	12 867 392	5 962 915	18 830 307																																			
21/09/F2	DETERMINATION OF DATE VALUATION 2023-2027 GENERAL VALUATION	That the date of valuation, for the purpose of compiling the general valuation roll for the period 1 July 2023 to 30 June 2027 be determined as 1 July 2022.	Process for appointing Valuer commenced based on approved date	CFO																																					

31-Jan-22	22/01/F1	MID-YEAR FINANCIAL REPORT FOR THE PERIOD JULY TO DECEMBER 2021 AND ASSESSMENT OF THE MUNICIPALITY'S FINANCIAL POSITION AS AT 31 DECEMBER 2021(2021/22 FINANCIAL YEAR)	That an Adjustments Budget, based on the realistically anticipated revenues, in line with section 18 of the MFMA, be tabled by the Executive Mayor to the Council.	The Adjustment Budget is being prepared and will be submitted and form part of the Council Agenda of 28 February 2022.	CFO	
			That the 2021/22 Adjustments Budget be tabled by the Executive Mayor to the Council, not later than 28 February 2022.	The Adjustment Budget is being prepared and will be submitted and form part of the Council Agenda of 28 February 2022.	CFO	
			That the Mid-year report accordingly be submitted to National Treasury and Provincial Treasury, in line with Section 72(1) (b) of the MFMA.	Report submitted to Treasury	CFO	
	22/01/F2	BUDGET AND TREASURY: WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 31 DECEMBER 2021	That the report accordingly be submitted to the Provincial Treasury and Auditor-General as determined by section 11(4) (b) of the MFMA.	Report submitted to Treasury and Auditor General	CFO	
	22/01/F3	SUPPLY CHAIN MANAGEMENT: QUARTERLY REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021	That a full report on sewerage issues within the Municipality be tabled at the next Infrastructure & Engineering Portfolio Committee meeting.	Report will be submitted to the next portfolio com meet	I&E	
			That site visits be conducted with the relevant departments.	report will be submitted to the next portfolio com meetin	I&E	
	22/01/F4	REPORT ON DATA CENTRE PROBLEM	That a report on the matter be submitted to ICT Steering Committee for consideration whereafter recommendations will be provided to Council.	A report will be submitted to the next ICT Steering Committee	CFO	

REPORTS BY
THE
PORTFOLIO
CHAIRPERSON:
FINANCE

KOUGA MUNICIPALITY (EC108)**ORDINARY COUNCIL MEETING****FINANCE****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/F52****2021/22 ADJUSTMENTS BUDGET**1. Introduction

The purpose of the report is to table the 2021/22 Adjustments Budget at the Ordinary Council Meeting, in accordance with Section 28 of the Municipal Finance Management Act and section 23 of the Municipal Budget and Reporting Regulations.

2. Recommendation

2.1 The Executive Mayor recommends that the Council, by resolution taken by the majority of its full number, and in terms of Section 30(2) of the Local Government: Municipal Structures Act No. 117 of 1998 (as amended), read in conjunction with Section 28 of the Local Government: Municipal Finance Management Act, Act 56 of 2003, approves the 2021/22 Adjustments Budget as set-out in the following tables:

- Table B1 Adjustments Budget Summary;
- Table B2 Adjustments Budget Financial Performance (revenue and expenditure by standard classification);
- Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote);
- Table B4 Adjustments Financial Performance (revenue and expenditure by type);
- Table B5 Adjustments Budget Capital Expenditure by vote and standard classification and funding source;
- Table B6 Adjustments Budget Financial Position;
- Table B7 Adjustments Budget Cash Flows;
- Table B8 Cash backed reserves/accumulated surplus reconciliation;
- Table B9 Asset Management; and
- Table B10 Basic service delivery measurement.

Item drafted by: Manager Budget & Treasury

Item approved by the CFO: 

Endorsed by Municipal Manager: 

Item noted by: Portfolio Councillor 

2021/22 ADJUSTMENTS BUDGET OF KOUGA LOCAL MUNICIPALITY



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- At all satellite offices and public libraries within the municipality
- At www.kouga.gov.za

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PART 1 – 2021/22 ADJUSTMENTS BUDGET

1.1. Executive Mayor's Report

1.1.1. Summary of reasons for the 2021/22 Adjustments Budget

In accordance with Section 28 of the Municipal Finance Management Act, Act No 56 of 2003 (MFMA), a municipality must revise its approved annual budget through an adjustments budget, in the following circumstances:

- i. To adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue.
- ii. To appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for.
- iii. To authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected rollovers when the annual budget for the current year was approved by the Council.
- iv. To authorise the utilisation of projected savings in one vote towards spending under another vote.
- v. To correct any errors in the annual budget.

The Municipal Budget and Reporting Regulations stipulate that one adjustments budget may be tabled in the Municipal Council during a financial year. The Adjustments Budget must normally be approved by Council by the end of February.

In line with the MFMA and the Municipal Budget and Reporting Regulations, the 2021/22 approved Budget has been adjusted. The adjustment has mainly been necessitated as result of the following:

- The need to adjust revenue and expenditure estimates, in line with revenue collection rate.
- The need to appropriate additional revenues that became available over and above those anticipated in the approved 2021/22 Budget.
- The need to authorise the utilisation of projected savings in one vote towards spending under another vote.

1.1.2. The Executive Mayor recommends that the Council approves the 2021/22 Adjustments Budget.

1.2. 2021/22 Adjustments Budget Resolutions

1.2.1. Approval of the Adjustments Budget

- i. The Executive Mayor recommends that the Council, by resolution taken by the majority of its full number, and in terms of Section 30(2) of the Local Government: Municipal Structures Act No. 117 of 1998 (as amended), read in conjunction with Section 28 of the Local Government: Municipal Finance Management Act, Act No 56 of 2003, approves the 2021/22 Adjustments Budget as set-out in the following tables:

Table B1 Adjustments Budget Summary: page 6

Table B2 Adjustments Budget Financial Performance (revenue and expenditure by standard classification): page 8

Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote): page 10

Table B4 Adjustments Budget Financial Performance (revenue and expenditure by type): page 11

Table B5 Adjustments Budget Capital Expenditure by vote, standard classification and funding source: page 18

Table B6 Adjustments Budget Financial Position: page 20

Table B7 Adjustments Budgeted Cash Flows: page 22

Table B8 Cash backed reserves/accumulated surplus reconciliation: page 23

Table B9 Asset Management: page 25

Table B10 Basic Service Delivery Measurement: page 29

1.3. Executive Summary

The 2021/22 Adjustments Budget amounts to R 1,204 billion, comprising of R 1,113 billion for the Operating Budget and R 91,341 million for the Capital Budget. The Operating Adjustment Budget reflects an increase of R 36,542 million (3.40%), compared to the approved 2021/22 Operating Budget of R 1,076 billion, whilst the Capital Adjustments Budget reflects an increase of R 11,382 million (14.23%), compared to the approved budget of R 79,959 million.

The increase in the Operating Budget of R 36,542 million is made up as follows:

Increase in Bulk purchases – electricity	R 10,000 million
Increase in Inventory consumed	R 3,997 million
Increase in Contracted Services	R 0,648 million
Increase in Other expenditure	<u>R 30,924 million</u>
Total expenditure increases	<u>R 45,569 million</u>

Decrease in Employee Related Cost	R 1,019 million
Decrease in Debt impairment	R 7,909 million
Decrease in Transfers and subsidies	<u>R 0,100 million</u>
Total expenditure decreases	<u>R 9,028 million</u>

Net Expenditure increase **R 36,542 million**

In terms of funding the Capital Budget, the funding sources supporting the Municipality's capital expenditure, are summarised below:

Table 2 (Capital Expenditure by Funding Source)

	Approved Budget 2021/22	Adjustment Budget 2021/22	Variance
	R	R	R
Total Capital Budget	79 959 064	91 340 991	11 381 927
Funded as follows:			
Internally generated funds	38 011 497	39 176 108	1 164 611
Transfers recognised - capital	41 947 567	52 164 883	10 217 316
Total	79 959 064	91 340 991	11 381 927

The increase in grant funding is mainly attributable to Municipal Disaster Relief Grant allocation amounting to R 12,500 million, received in February 2022.

It is to be noted that the 2021/22 approved Budget reflected a funding surplus of R 13,646 million, whilst the 2021/22 Adjustments Budget reflects a funding surplus of R 15,092 million.

A provision of R 45,817 million has been set aside to cover potential bad debts arising from property rates and service charges not collected. This is based upon a level of payment of debtors' accounts averaging 94%.

The free basic services programme currently, provides the following benefits to poor households:

- Free 50 kwh of electricity, plus basic charges
- Free 12kl of water, plus basic charges
- Free monthly refuse charges
- Free monthly environmental fees
- Free monthly sewerage charges (based on 12kl of water)
- Less extra R 85 000 on the value of the property for rates charges

1.4. Adjustments Budget Tables

The ten main budget tables, as required in terms of the Municipal Budget and Reporting Regulations, are included in this section. These tables set out the Municipality's 2021/22 Adjustments Budget to be considered for approval by Council. Each table is accompanied by explanatory notes.

Table B1: Adjustments Budget Summary

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
<u>Financial Performance</u>					
Property rates	218 711	218 711	5 374	5 374	224 085
Service charges	538 133	538 133	1 407	1 407	539 540
Investment revenue	5 780	5 780	(2 969)	(2 969)	2 811
Transfers recognised - operational	152 602	153 324	1 094	1 094	154 418
Other own revenue	50 174	60 699	(8 390)	(8 390)	52 309
Total Revenue (excluding capital transfers and contributions)	965 400	976 647	(3 484)	(3 484)	973 163
Employee costs	378 677	378 359	(1 019)	(1 019)	377 340
Remuneration of councillors	13 651	13 651	–	–	13 651
Depreciation & asset impairment	91 830	91 830	–	–	91 830
Finance charges	716	716	–	–	716
Materials and bulk purchases	356 261	355 539	13 997	13 997	369 536
Transfers and grants	650	650	(100)	(100)	550
Other expenditure	232 664	235 572	23 663	23 663	259 235
Total Expenditure	1 074 449	1 076 316	36 542	36 542	1 112 858
Surplus/(Deficit)	(109 049)	(99 669)	(40 026)	(40 026)	(139 695)
Transfers recognised - capital	40 256	40 256	19 387	19 387	59 643
Contributions recognised - capital & contributed assets	0	0	(0)	(0)	–
Surplus/(Deficit) after capital transfers & contributions	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)
Share of surplus/ (deficit) of associate	–	–	–	–	–
Surplus/ (Deficit) for the year	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)
<u>Capital expenditure & funds sources</u>					
Capital expenditure	61 013	79 959	11 282	11 282	91 241
Transfers recognised - capital	35 985	41 948	10 217	10 217	52 165
Public contributions & donations	–	–	–	–	–
Borrowing	–	–	–	–	–
Internally generated funds	25 028	38 011	1 165	1 165	39 176
Total sources of capital funds	61 013	79 959	11 382	11 382	91 341
<u>Financial position</u>					
Total current assets	170 054	170 054	(20 291)	(20 291)	149 763
Total non current assets	2 287 917	2 287 917	30 236	30 236	2 318 153
Total current liabilities	182 327	182 327	(21 705)	(21 705)	160 622
Total non current liabilities	163 445	163 445	27 931	27 931	191 375
Community wealth/Equity	2 112 199	2 112 199	–	–	2 112 199

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Cash flows					
Net cash from (used) operating	23 037	23 037	25 761	25 761	48 798
Net cash from (used) investing	(61 013)	(61 013)	(30 328)	(30 328)	(91 341)
Net cash from (used) financing	(6 747)	(6 747)	0	0	(6 747)
Cash/cash equivalents at the year end	45 339	45 339	(41 234)	(41 234)	4 105
Cash backing/surplus reconciliation					
Cash and investments available	45 339	45 339	(41 234)	(41 234)	4 105
Application of cash and investments	2 133 368	2 134 742	(84 395)	(84 395)	2 050 347
Balance - surplus (shortfall)	(2 088 029)	(2 089 403)	43 161	43 161	(2 046 242)
Asset Management					
Asset register summary (WDV)	2 287 904	2 306 851	11 302	11 302	2 318 153
Depreciation & asset impairment	91 830	91 830	–	–	91 830
Renewal of Existing Assets	3 115	2 522	864	864	3 386
Repairs and Maintenance	48 821	49 981	920	920	50 901
Free services					
Cost of Free Basic Services provided	(54 308)	(54 308)	1 740	1 740	(52 568)
Revenue cost of free services provided	(20 451)	(20 451)	(227)	(227)	(20 678)
Households below minimum service level					
Water:	–	–	–	–	–
Sanitation/sewerage:	–	–	–	–	–
Energy:	–	–	–	–	–
Refuse:	–	–	–	–	–

Explanatory notes to Table B1 – Adjustments Budget Summary

The aim of the Adjustments Budget Summary is to provide a concise overview of the proposed Adjustments Budget from all of the major financial perspectives (operating expenditure, capital expenditure, financial position, cash flow, and MFMA funding compliance). The table provides an overview of the amounts to be approved by Council within the context of operating performance, resources utilised for capital expenditure, financial position, cash and funding compliance, as well as the Municipality's commitment to eliminating basic service delivery backlogs.

Table B2 – Adjustments Budget Financial Performance (revenue and expenditure by standard classification)

Standard Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Revenue - Functional					
<i>Governance and administration</i>	334 164	344 689	(6 330)	(6 330)	338 358
Executive and council	29	29	1 460	1 460	1 490
Finance and administration	334 135	344 659	(7 791)	(7 791)	336 869
Internal audit	–	–	–	–	–
<i>Community and public safety</i>	11 799	11 799	4 011	4 011	15 811
Community and social services	2 516	2 516	(34)	(34)	2 483
Sport and recreation	6 302	6 302	2 205	2 205	8 506
Public safety	735	735	917	917	1 651
Housing	–	–	–	–	–
Health	2 246	2 246	924	924	3 170
<i>Economic and environmental services</i>	27 734	28 056	(12 913)	(12 913)	15 144
Planning and development	6 870	7 192	184	184	7 376
Road transport	19 419	19 419	(13 044)	(13 044)	6 375
Environmental protection	1 446	1 446	(52)	(52)	1 393
<i>Trading services</i>	631 958	632 358	31 135	31 135	663 493
Energy sources	349 113	349 113	8 353	8 353	357 466
Water management	109 904	110 304	7 500	7 500	117 805
Waste water management	99 787	99 787	7 449	7 449	107 236
Waste management	73 154	73 154	7 832	7 832	80 986
<i>Other</i>	–	–	–	–	–
Total Revenue - Functional	1 005 656	1 016 903	15 903	15 903	1 032 806
Expenditure - Functional					
<i>Governance and administration</i>	243 963	243 819	12 171	12 171	255 990
Executive and council	50 592	50 728	258	258	50 985
Finance and administration	193 351	193 072	11 913	11 913	204 985
Internal audit	20	20	–	–	20
<i>Community and public safety</i>	107 514	107 455	(2 890)	(2 890)	104 565
Community and social services	11 186	11 096	(505)	(505)	10 591
Sport and recreation	54 230	54 260	(73)	(73)	54 187
Public safety	29 328	29 328	(1 970)	(1 970)	27 358
Housing	5 884	5 944	(94)	(94)	5 850
Health	6 886	6 826	(248)	(248)	6 578

Standard Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
<i>Economic and environmental services</i>	157 693	158 094	(11 080)	(11 080)	147 014
Planning and development	45 303	45 799	(5 225)	(5 225)	40 573
Road transport	109 560	109 485	(6 095)	(6 095)	103 389
Environmental protection	2 830	2 810	240	240	3 051
<i>Trading services</i>	561 444	563 104	38 500	38 500	601 604
Energy sources	354 858	354 837	26 720	26 720	381 557
Water management	86 287	88 571	5 157	5 157	93 728
Waste water management	59 888	58 855	1 520	1 520	60 376
Waste management	60 412	60 841	5 102	5 102	65 943
<i>Other</i>	3 834	3 844	(158)	(158)	3 686
Total Expenditure - Functional	1 074 449	1 076 316	36 542	36 542	1 112 858
Surplus/ (Deficit) for the year	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)

Explanatory notes to Table B2 – Adjustments Budget Financial Performance (revenue and expenditure by standard classification)

The “standard classification” refers to a modified Government Finance Statistics (GFS) reporting structure. The aim of the standard classification approach is to ensure that all municipalities approve a budget in one common format, to facilitate comparison across all municipalities.

Table B3 – Adjustments Budget Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Revenue by Vote					
Vote 1 - EXECUTIVE COUNCIL	–	–	1 070	1 070	1 070
Vote 2 - FINANCIAL SERVICES	332 484	343 009	(7 134)	(7 134)	335 875
Vote 3 - CORPORATE SERVICES	319	319	402	402	721
Vote 4 - COMMUNITY SERVICES	105 755	105 755	(1 921)	(1 921)	103 834
Vote 5 - INFRASTRUCTURE AND ENGINEERING	563 015	563 415	22 890	22 890	586 305
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	4 082	4 404	596	596	5 001
Total Revenue by Vote	1 005 656	1 016 903	15 903	15 903	1 032 806
Expenditure by Vote					
Vote 1 - EXECUTIVE COUNCIL	52 647	52 647	2 613	2 613	55 260
Vote 2 - FINANCIAL SERVICES	107 877	107 877	(6 933)	(6 933)	100 944
Vote 3 - CORPORATE SERVICES	45 011	45 011	19 027	19 027	64 037
Vote 4 - COMMUNITY SERVICES	213 660	213 800	95	95	213 895
Vote 5 - INFRASTRUCTURE AND ENGINEERING	621 597	623 002	24 743	24 743	647 745
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	33 658	33 980	(3 003)	(3 003)	30 976
Total Expenditure by Vote	1 074 449	1 076 316	36 542	36 542	1 112 858
Surplus/ (Deficit) for the year	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)

Explanatory notes to Table B3 – Adjustments Budget Financial Performance (revenue and expenditure by municipal vote)

The purpose of the format in which the Adjustments Budget is presented, is to enable the Council to enforce a vote in accordance with the municipality's organisational structure, so as to assign responsibility for the revenue and expenditure recorded against these votes to the Municipal Manager and Directors concerned. Operating revenue and expenditure is thus presented by "vote". A "vote" is defined as one of the main segments into which a budget of a municipality is divided into, for the appropriation of funds.

Table B4 – Adjustments Budget Financial Performance (revenue and expenditure)

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Revenue By Source					
Property rates	218 711	218 711	5 374	5 374	224 085
Service charges - electricity revenue	334 173	334 173	8 156	8 156	342 329
Service charges - water revenue	89 581	89 581	(7 935)	(7 935)	81 646
Service charges - sanitation revenue	58 635	58 635	(882)	(882)	57 754
Service charges - refuse revenue	55 744	55 744	2 067	2 067	57 811
Service charges - other	–	–	–	–	–
Rental of facilities and equipment	1 169	1 169	1 632	1 632	2 800
Interest earned - external investments	5 780	5 780	(2 969)	(2 969)	2 811
Interest earned - outstanding debtors	10 674	10 674	2 146	2 146	12 820
Dividends received	–	–	–	–	–
Fines, penalties and forfeits	2 238	2 238	(1 443)	(1 443)	794
Licences and permits	25 746	25 746	(12 873)	(12 873)	12 873
Agency services	–	–	–	–	–
Transfers and subsidies	152 602	153 324	1 094	1 094	154 418
Other revenue	10 348	20 873	2 148	2 148	23 022
Gains	–	–	–	–	–
Total Revenue (excluding capital transfers and contributions)	965 400	976 647	(3 484)	(3 484)	973 163
Expenditure By Type					
Employee related costs	378 677	378 359	(1 019)	(1 019)	377 340
Remuneration of councillors	13 651	13 651	–	–	13 651
Debt impairment	53 726	53 726	(7 909)	(7 909)	45 817
Depreciation & asset impairment	91 830	91 830	–	–	91 830
Finance charges	716	716	–	–	716
Bulk purchases - electricity	290 000	290 000	10 000	10 000	300 000
Inventory Consumed	66 261	65 539	3 997	3 997	69 536
Contracted services	78 598	81 782	648	648	82 430
Transfers and subsidies	650	650	(100)	(100)	550
Other expenditure	100 339	100 063	30 924	30 924	130 987
Losses	–	–	–	–	–
Total Expenditure	1 074 449	1 076 316	36 542	36 542	1 112 858
Surplus/(Deficit)	(109 049)	(99 669)	(40 026)	(40 026)	(139 695)

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	40 256	40 256	19 387	19 387	59 643
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)	0	0	(0)	(0)	–
Transfers and subsidies - capital (in-kind - all)	–	–	–	–	–
Surplus/(Deficit) before taxation	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)
Taxation	–	–	–	–	–
Surplus/(Deficit) after taxation	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)
Attributable to minorities	–	–	–	–	–
Surplus/(Deficit) attributable to municipality	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)
Share of surplus/ (deficit) of associate	–	–	–	–	–
Surplus/ (Deficit) for the year	(68 793)	(59 414)	(20 638)	(20 638)	(80 052)

Explanatory notes to Table B4 – Adjustments Budget Financial Performance (revenue and expenditure)

Revenue

1. The Financial Performance Adjustments Budget is required to be approved concurrently by revenue source and expenditure type, so as to ensure consistency with annual reporting format requirements.
A key aim is to facilitate comparison between the annual results and the Adjustments Budget, so as to assess performance.
2. Total operating revenue amounts to R 973,163 million in the 2021/22 Adjustments Budget, compared to the amount of R 976,647 million in the 2021/22 approved Budget. This represents a decrease of R 3,484 million or -0.36%.
3. The significant variations in revenue, compared to the 2021/22 s budget are as follows.

3.1 Property Rates

Property rates increased by R 5,374 million, compared to the 2021/22 approved budget. the increase is due to changes in general valuation roll.

3.2 Service charges - electricity revenue

Electricity revenue increased by R 8,156 million, compared to the 2021/22 approved budget. the increase is due to higher than anticipated electricity usage.

3.3 Service charges – water revenue

Water revenue decreased by R 7,935 million, compared to the 2021/22 approved budget. the decrease is due to reduced connection/or disconnection fees and decrease in water consumption levels.

3.4 Service charges – sanitation revenue

Sanitation revenue decreased by R 0,882 million, compared to the 2021/22 approved budget. the decrease is in line with water consumption levels.

3.5 Service charges – refuse revenue.

Refuse revenue increased by R 2,067 million, compared to the 2021/22 approved budget. the slight increase is mainly influenced by an increase in refuse removal charges.

3.6 Rental of facilities and equipment

Rental of facilities and equipment increased by R 1,632 million, compared to the 2021/22 approved budget. the increase is largely influenced by revenue generated on network towers.

3.7 Interest earned - external investments

Interest earned on investments decreased by R 2,969 million, compared to the 2021/22 approved budget. the decrease is largely influenced by the extent of the municipality's investment portfolio.

3.8 Interest earned - outstanding debtors

Interest earned on outstanding debtors increased by R 2,146 million, compared to the 2021/22 approved budget, the increase is line with overdue debtors.

3.9 Fines, penalties and forfeits

Fines, penalties and forfeits decreased by R 1,443 million, compared to the 2021/22 approved budget. The decrease is largely influenced by traffic fines lower revenue than anticipated.

3.10 Licences and permits

Licences and permits decreased by R 12,873 million, compared to the 2021/22 approved budget. The decrease is due to the Department of Transport liability raised in line with the motor registration/licences anticipated revenue.

3.10 Transfers and subsidies

Transfers and subsidies increased by R 1,094 million, compared to the 2021/22 approved budget. This increase is mainly due to the donation received from Germany, amounting to R 0,170 million and change in environmental health subsidy from R 1,964 million to R 2,888 million.

3.11 Other revenue

Other revenue is slightly increased by R 2,148 million, compared to the 2021/22 approved budget. This increase is attributable to various increases/or decreases in other revenue.

Expenditure

4. Total operating expenditure amounts to R 1,113 billion in the 2021/22 Adjustments Budget, compared to the amount of R 1,076 billion in the 2021/22 approved Budget. This represents an increase of R 36,542 million or 3.3%.
5. The significant variations in expenditure, compared to the 2021/22 approved budget, are as follows:

5.1 Employee related cost

Employee related cost decreased by R 1,019 million, compared to the 2021/22 approved budget. it must be noted that the employee related cost decreased by R 19,275 million in rand value, which is largely influenced by the below provisions raised against employee related cost.

• Leave gratuity provision	R 2,511 million
• Medical aid current service cost provision	R 3,504 million
• Long-service awards provision	R 3,194 million
• Medical interest cost provision	<u>R 9,047 million</u>
	R18,256 million

5.2 Debt impairment

Debt impairment decreased by R 7,909 million, compared to the 2021/22 approved budget. This is based on the average collection rate being changed from 93% to 94%.

5.3 Bulk purchases – electricity

The bulk purchases for electricity increased by R 10,000 million, compared to the 2021/22 approved budget. this is largely influenced by the levels of electricity usage.

5.4 Inventory consumed

Inventory consumed increased by R 3,997 million, compared to the 2021/22 approved budget. The increase is largely influenced by an increase of R 2,800 million for bulk water purchases cost.

5.5 Contracted Services

Contracted services increased by R 0,648 million, compared to the 2021/22 approved budget.

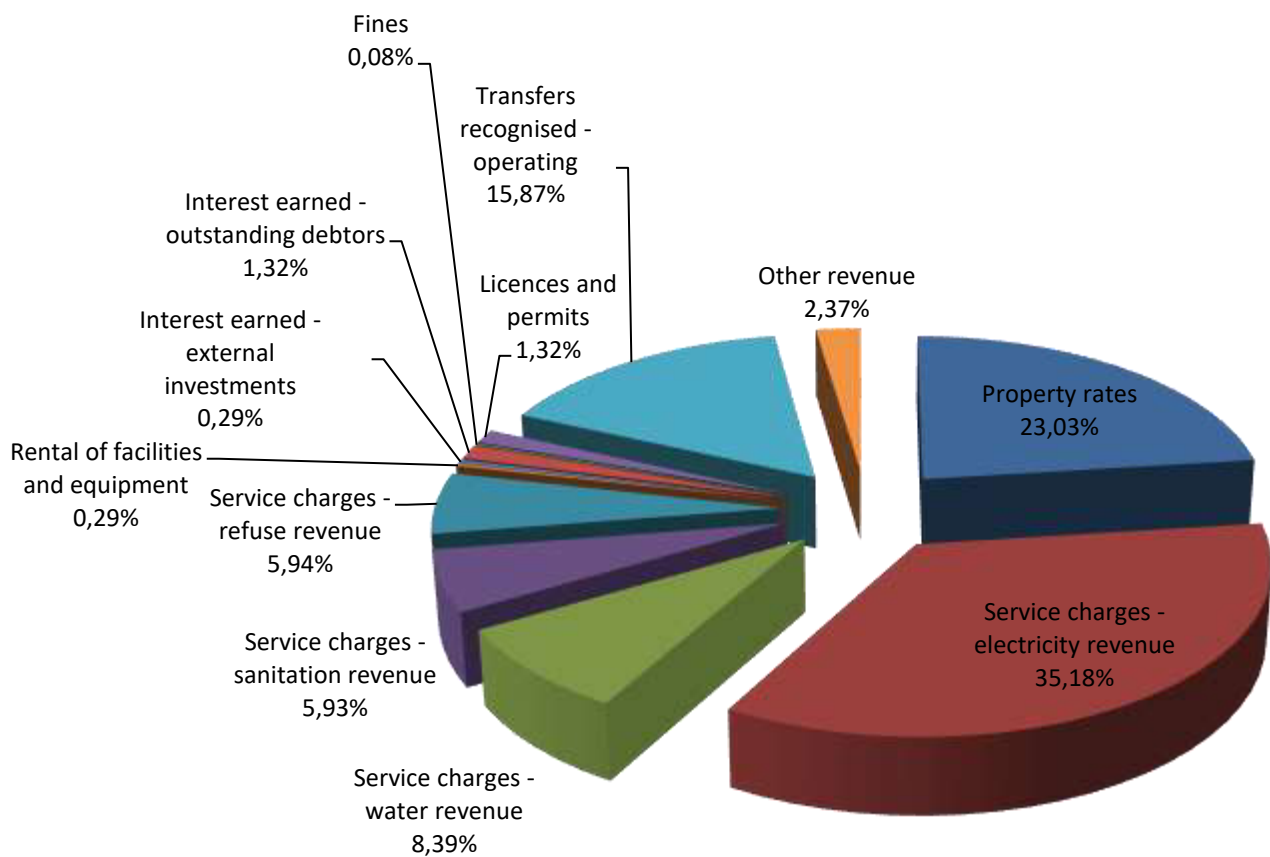
5.6 Other expenditure

Other expenditure increased by R 30,924 million, compared to the 2021/22 approved budget. the increase is largely influenced by the below expenditure items:

- Municipal service fees increased by R 19,624 million
- Hire charges increased by R 7,693 million
- Cellular costs increased by R 1,100 million
- Third party vendors – electricity increased by R 4,700 million
- Security services increased by R 1,650 million

The following graphs explain the revenue and expenditure components in more detail:

2021/22 Statement of Financial Performance – Adjusted Revenue



2021/22 Statement of Financial Performance – Adjusted Expenditure

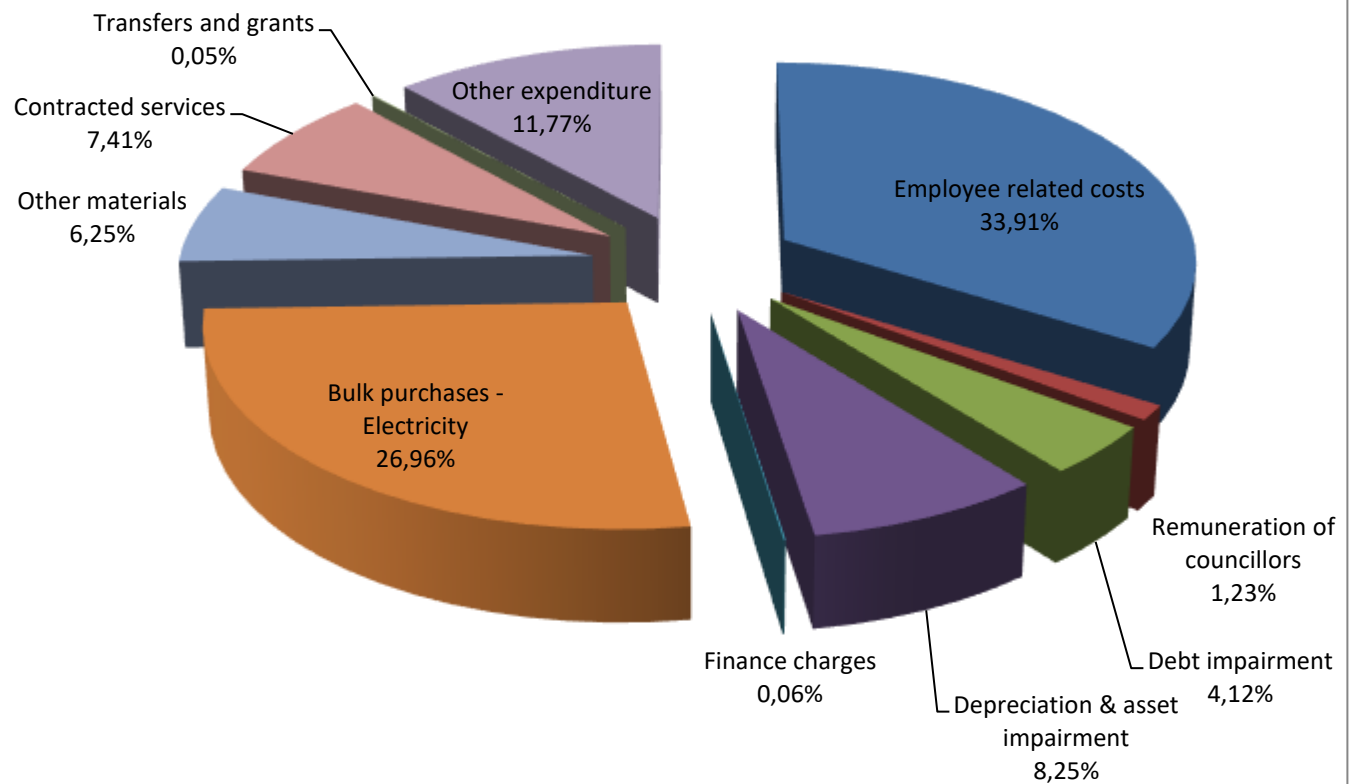


Table B5 – Adjustments Capital Expenditure Budget by vote, standard classification and funding source

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
<u>Capital expenditure - Vote</u>					
<u>Multi-year expenditure to be adjusted</u>					
Vote 1 - EXECUTIVE COUNCIL	1 990	2 690	(15)	(15)	2 675
Vote 2 - FINANCIAL SERVICES	2 210	3 124	579	579	3 704
Vote 3 - CORPORATE SERVICES	1 923	2 147	83	83	2 230
Vote 4 - COMMUNITY SERVICES	7 410	7 975	(1 901)	(1 901)	6 074
Vote 5 - INFRASTRUCTURE AND ENGINEERING	45 230	59 800	12 937	12 937	72 737
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	670	1 154	–	–	1 154
Capital multi-year expenditure sub-total	59 433	76 889	11 684	11 684	88 573
<u>Single-year expenditure to be adjusted</u>					
Vote 1 - EXECUTIVE COUNCIL	750	750	45	45	795
Vote 2 - FINANCIAL SERVICES	250	250	(237)	(237)	13
Vote 3 - CORPORATE SERVICES	–	–	(100)	(100)	(100)
Vote 4 - COMMUNITY SERVICES	80	80	–	–	80
Vote 5 - INFRASTRUCTURE AND ENGINEERING	–	1 238	(109)	(109)	1 129
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	500	752	–	–	752
Capital single-year expenditure sub-total	1 580	3 070	(402)	(402)	2 668
Total Capital Expenditure - Vote	61 013	79 959	11 282	11 282	91 241
<u>Capital Expenditure - Functional</u>					
<i>Governance and administration</i>	8 963	11 301	(964)	(964)	10 337
Executive and council	2 240	3 440	(15)	(15)	3 425
Finance and administration	6 723	7 861	(974)	(974)	6 887
Internal audit	–	–	25	25	25
<i>Community and public safety</i>	8 987	8 608	(833)	(833)	7 775
Community and social services	570	570	(420)	(420)	150
Sport and recreation	6 217	5 273	(451)	(451)	4 822
Public safety	2 200	2 765	38	38	2 803
Housing	–	–	–	–	–
Health	–	–	–	–	–

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
<i>Economic and environmental services</i>	15 555	17 228	(109)	(109)	17 119
Planning and development	1 120	2 993	(109)	(109)	2 884
Road transport	14 435	14 235	1	1	14 235
Environmental protection	–	–	–	–	–
<i>Trading services</i>	27 458	42 672	13 288	13 288	55 959
Energy sources	9 783	9 930	–	–	9 930
Water management	2 245	15 283	13 605	13 605	28 888
Waste water management	14 630	17 159	(317)	(317)	16 842
Waste management	800	300	–	–	300
<i>Other</i>	50	150	–	–	150
Total Capital Expenditure - Functional	61 013	79 959	11 382	11 382	91 341
Funded by:					
National Government	34 385	40 348	10 179	10 179	50 527
Provincial Government	–	–	–	–	–
District Municipality	1 600	1 600	38	38	1 638
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)	–	–	–	–	–
Transfers recognised - capital	35 985	41 948	10 217	10 217	52 165
Public contributions & donations	–	–	–	–	–
Borrowing	–	–	–	–	–
Internally generated funds	25 028	38 011	1 165	1 165	39 176
Total Capital Funding	61 013	79 959	11 382	11 382	91 341

Explanatory notes to Table B5 – Adjustments Capital Expenditure Budget by vote, standard classification and funding source

1. Table A5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote; capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.

Table B6 – Adjustments Budget Financial Position

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
ASSETS					
Current assets					
Cash	12 224	12 224	(9 106)	(9 106)	3 118
Call investment deposits	33 116	33 116	(32 129)	(32 129)	987
Consumer debtors	67 296	67 296	18 760	18 760	86 056
Other debtors	48 618	48 618	(1 586)	(1 586)	47 032
Current portion of long-term receivables	3	3	(3)	(3)	–
Inventory	8 798	8 798	3 772	3 772	12 570
Total current assets	170 054	170 054	(20 291)	(20 291)	149 763
Non current assets					
Long-term receivables	13	13	(13)	(13)	–
Investments	–	–	–	–	–
Investment property	242 552	242 552	20 094	20 094	262 645
Investment in Associate	–	–	–	–	–
Property, plant and equipment	2 042 419	2 042 419	10 687	10 687	2 053 106
Agricultural	–	–	–	–	–
Biological	–	–	–	–	–
Intangible	2 934	2 934	(532)	(532)	2 402
Other non-current assets	–	–	–	–	–
Total non current assets	2 287 917	2 287 917	30 236	30 236	2 318 153
TOTAL ASSETS	2 457 971	2 457 971	9 945	9 945	2 467 916
LIABILITIES					
Current liabilities					
Bank overdraft	–	–	–	–	–
Borrowing	0	0	(0)	(0)	–
Consumer deposits	17 378	17 378	3 396	3 396	20 774
Trade and other payables	135 300	135 300	(33 727)	(33 727)	101 573
Provisions	29 649	29 649	8 626	8 626	38 275
Total current liabilities	182 327	182 327	(21 705)	(21 705)	160 622

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Non current liabilities					
Borrowing	–	–	–	–	–
Provisions	163 445	163 445	27 931	27 931	191 375
Total non current liabilities	163 445	163 445	27 931	27 931	191 375
TOTAL LIABILITIES	345 772	345 772	6 225	6 225	351 998
NET ASSETS	2 112 199	2 112 199	3 719	3 719	2 115 918
COMMUNITY WEALTH/EQUITY					
Accumulated Surplus/(Deficit)	2 112 199	2 112 199		3 719	2 115 918
Reserves	–	–	–	–	–
Minorities' interests	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2 112 199	2 112 199	–	3 719	2 115 918

Explanatory notes to Table B6 – Adjustments Budget Financial Position

- 1 The table represents Assets Less Liabilities as Community Wealth. The order of items within each group is also aligned to the convention of showing items in order of liquidity, e.g. assets readily converted to cash or liabilities immediately required to be met from cash appear first.
- 2 Any movement on the Adjustments Budgeted Financial Performance or the Capital Adjustments Budget will invariably impact on the Adjustments Budgeted Financial Position. For example, the collection rate assumption will impact on the cash position of the municipality and consequently inform the level of cash and cash equivalents at year end. Similarly, the collection rate assumption informs the budget provision for debt impairment, which in turn impacts on the provision for bad debts. These budgets and planning assumptions form a critical link in determining the applicability and relevance of the budget as well as the determination of ratios and financial indicators. In addition, the funding compliance assessment is directly informed by forecasting the statement of financial position.
- 3 The cash flow position requires close and ongoing monitoring.

Table B7 – Adjustments Budgeted Cash Flow Statement

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					
Property rates	203 401	203 401	8 783	8 783	212 184
Service charges	500 464	500 464	211 009	211 009	711 473
Other revenue	39 500	39 500	18 113	18 113	57 614
Government - operating	152 602	152 602	(2 998)	(2 998)	149 604
Government - capital	40 256	40 256	18 238	18 238	58 494
Interest	15 706	15 706	(12 896)	(12 896)	2 811
Dividends	–	–		–	–
Payments					
Suppliers and employees	(927 527)	(927 527)	(215 139)	(215 139)	(1 142 665)
Finance charges	(716)	(716)		–	(716)
Transfers and Grants	(650)	(650)	650	650	–
NET CASH FROM/(USED) OPERATING ACTIVITIES	23 037	23 037	25 761	25 761	48 798
CASH FLOWS FROM INVESTING ACTIVITIES					
Receipts					
Proceeds on disposal of PPE	–	–	–	–	–
Decrease (Increase) in non-current debtors	–	–	–	–	–
Decrease (increase) other non-current receivables				–	–
Decrease (increase) in non-current investments	–	–	–	–	–
Payments					
Capital assets	(61 013)	(61 013)	(30 328)	(30 328)	(91 341)
NET CASH FROM/(USED) INVESTING ACTIVITIES	(61 013)	(61 013)	(30 328)	(30 328)	(91 341)
CASH FLOWS FROM FINANCING ACTIVITIES					
Receipts					
Short term loans	–	–	–	–	–
Borrowing long term/refinancing	–	–	–	–	–
Increase (decrease) in consumer deposits				–	–
Payments					
Repayment of borrowing	(6 747)	(6 747)	0	0	(6 747)
NET CASH FROM/(USED) FINANCING ACTIVITIES	(6 747)	(6 747)	0	0	(6 747)
NET INCREASE/ (DECREASE) IN CASH HELD	(44 723)	(44 723)	(4 567)	(4 567)	(49 289)
Cash/cash equivalents at the year begin:	90 062	90 062	(36 667)	(36 667)	53 394
Cash/cash equivalents at the year end:	45 339	45 339	(41 234)	(41 234)	4 105

Explanatory notes to Table B7 – Adjustments Budgeted Cash Flow Statement

1. The budgeted cash flow statement represents the first measurement in determining whether the budget is funded.
2. It reflects the expected cash in-flows versus the cash out-flows that is likely to result from the implementation of the Budget.
3. The municipality will have to maintain its efforts of enforcing strict cash flow management and monitoring on an ongoing basis.

Table B8 – Cash backed reserves/accumulated surplus reconciliation.

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Cash and investments available					
Cash/cash equivalents at the year end	45 339	45 339	(41 234)	(41 234)	4 105
Other current investments > 90 days	0	0	(0)	(0)	(0)
Non current assets - Investments	–	–	–	–	–
Cash and investments available:	45 339	45 339	(41 234)	(41 234)	4 105
Applications of cash and investments					
Unspent conditional transfers	–	–	–	–	–
Unspent borrowing	–	–	–	–	–
Statutory requirements	–	–	–	–	–
Other working capital requirements	(28 517)	(28 517)	52 046	23 529	23 529
Other provisions	(3 176)	(3 176)	(9 366)	(12 542)	(12 542)
Long term investments committed	–				
Reserves to be backed by cash/investments					
Total Application of cash and investments:	(31 693)	(31 693)	42 680	10 987	10 987
Surplus(shortfall)	13 646	13 646	1 445	(30 247)	15 092

Explanatory notes to Table B8 – Cash Backed Reserves/Accumulated Surplus Reconciliation

1. The cash backed reserves/accumulated surplus reconciliation is aligned to the requirements of MFMA Circular 42 – Funding a Municipal Budget.
2. The table assesses the funding levels of the budget by firstly forecasting the cash and investments at year end and secondly reconciling the available funding to the liabilities/commitments that exist.

3. As part of the budgeting and planning guidelines that informed the compilation of the 2021/22 Budget, the end objective was to ensure that the budget is funded as required in accordance with section 18 of the MFMA.
4. It is to be noted that the 2021/22 approved Budget reflected a funding surplus of R 13,646 million, whilst the 2021/22 Adjustments Budget reflects a funding surplus of R 15,092 million.
5. The Adjustments Budget funding position indicates that the Municipality must continue to exercise strict fiscal discipline to maintain and improve its funding position.

Table B9 – Asset Management

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
CAPITAL EXPENDITURE					
Total New Assets to be adjusted	27 945	41 887	11 186	11 186	53 073
<i>Electrical Infrastructure</i>	8 383	7 783	–	–	7 783
<i>Water Supply Infrastructure</i>	570	14 801	13 185	13 185	27 986
<i>Sanitation Infrastructure</i>	3 430	1 287	–	–	1 287
<i>Solid Waste Infrastructure</i>	1 370	247	–	–	247
<i>Information and Communication Infrastructure</i>	700	700	–	–	700
Infrastructure	14 453	24 818	13 185	13 185	38 002
Community Facilities	1 650	3 188	(109)	(109)	3 079
Sport and Recreation Facilities	200	200	(45)	(45)	155
Community Assets	1 850	3 388	(154)	(154)	3 234
Operational Buildings	1 106	629	–	–	629
Other Assets	1 106	629	–	–	629
Licences and Rights	1 257	1 424	(317)	(317)	1 107
Intangible Assets	1 257	1 424	(317)	(317)	1 107
Computer Equipment	1 350	2 381	532	532	2 913
Furniture and Office Equipment	1 770	2 022	(541)	(541)	1 481
Machinery and Equipment	2 960	2 760	(1 458)	(1 458)	1 302
Transport Assets	3 200	4 465	(60)	(60)	4 405
Total Renewal of Existing Assets to be adjusted	3 115	2 522	864	864	3 386
<i>Electrical Infrastructure</i>	–	–	864	864	864
<i>Water Supply Infrastructure</i>	1 565	872	–	–	872
<i>Information and Communication Infrastructure</i>	1 500	1 500	–	–	1 500
Infrastructure	3 065	2 372	864	864	3 236
Community Facilities	50	150	–	–	150
Community Assets	50	150	–	–	150

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Total Upgrading of Existing Assets to be adjusted	29 952	35 550	(668)	(668)	34 882
<i>Roads Infrastructure</i>	14 235	14 235	1	1	14 235
<i>Electrical Infrastructure</i>	1 400	2 147	–	–	2 147
<i>Sanitation Infrastructure</i>	9 830	15 625	(317)	(317)	15 308
Infrastructure	25 465	32 007	(317)	(317)	31 690
Sport and Recreation Facilities	4 237	3 293	(351)	(351)	2 942
Community Assets	4 237	3 293	(351)	(351)	2 942
Computer Equipment	250	250	–	–	250
Total Capital Expenditure to be adjusted					
<i>Roads Infrastructure</i>	14 235	14 235	1	1	14 235
<i>Electrical Infrastructure</i>	9 783	9 930	864	864	10 793
<i>Water Supply Infrastructure</i>	2 135	15 673	13 185	13 185	28 858
<i>Sanitation Infrastructure</i>	13 260	16 912	(317)	(317)	16 595
<i>Solid Waste Infrastructure</i>	1 370	247	–	–	247
<i>Information and Communication Infrastructure</i>	2 200	2 200	–	–	2 200
Infrastructure	42 983	59 196	13 732	13 732	72 928
Community Facilities	1 700	3 338	(109)	(109)	3 229
Sport and Recreation Facilities	4 437	3 493	(396)	(396)	3 097
Community Assets	6 137	6 831	(506)	(506)	6 326
Operational Buildings	1 106	629	–	–	629
Other Assets	1 106	629	–	–	629
Licences and Rights	1 257	1 424	(317)	(317)	1 107
Intangible Assets	1 257	1 424	(317)	(317)	1 107
Computer Equipment	1 600	2 631	532	532	3 163
Furniture and Office Equipment	1 770	2 022	(541)	(541)	1 481
Machinery and Equipment	2 960	2 760	(1 458)	(1 458)	1 302
Transport Assets	3 200	4 465	(60)	(60)	4 405
TOTAL CAPITAL EXPENDITURE to be adjusted	61 013	79 959	11 382	11 382	91 341

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
ASSET REGISTER SUMMARY - PPE (WDV)					
<i>Roads Infrastructure</i>	615 836	615 836	(44 431)	(44 431)	571 404
<i>Storm water Infrastructure</i>	45 925	45 925	(25 293)	(25 293)	20 632
<i>Electrical Infrastructure</i>	474 003	474 150	(297 803)	(297 803)	176 347
<i>Water Supply Infrastructure</i>	344 358	343 165	(84 454)	(84 454)	258 711
<i>Sanitation Infrastructure</i>	67 176	70 827	400 519	400 519	471 346
<i>Solid Waste Infrastructure</i>	16 009	16 009	(1 384)	(1 384)	14 625
<i>Information and Communication Infrastructure</i>	250	250	–	–	250
Infrastructure	1 563 557	1 566 162	(52 846)	(52 846)	1 513 316
Community Assets	25 373	26 067	7 287	7 287	33 354
Investment properties	242 552	242 552	20 094	20 094	262 645
Other Assets	142 876	157 131	56 679	56 679	213 810
Intangible Assets	2 934	3 101	(699)	(699)	2 402
Computer Equipment	9 198	9 106	1 440	1 440	10 546
Furniture and Office Equipment	17 122	17 373	(9 672)	(9 672)	7 701
Machinery and Equipment	28 792	28 592	(7 269)	(7 269)	21 322
Transport Assets	15 731	16 996	1 341	1 341	18 337
Land	239 771	239 771	(5 052)	(5 052)	234 719
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	2 287 904	2 306 851	11 302	11 302	2 318 153
EXPENDITURE OTHER ITEMS					
Depreciation & asset impairment	91 830	91 830	–	–	91 830
Repairs and Maintenance by asset class	48 821	49 981	920	920	50 901
<i>Roads Infrastructure</i>	11 590	11 590	–	–	11 590
<i>Storm water Infrastructure</i>	1 405	1 405	(50)	(50)	1 355
<i>Electrical Infrastructure</i>	7 302	7 302	(150)	(150)	7 152
<i>Water Supply Infrastructure</i>	6 426	7 176	3 787	3 787	10 963
<i>Sanitation Infrastructure</i>	2 915	3 215	(200)	(200)	3 015
<i>Rail Infrastructure</i>	730	730	–	–	730
<i>Information and Communication Infrastructure</i>	1 000	1 000	(702)	(702)	298
Infrastructure	31 367	32 417	2 685	2 685	35 103
Community Facilities	1 867	1 767	(430)	(430)	1 337
Sport and Recreation Facilities	1 844	1 844	–	–	1 844
Community Assets	3 711	3 611	(430)	(430)	3 181
Operational Buildings	3 194	3 369	(140)	(140)	3 229
Other Assets	3 194	3 369	(140)	(140)	3 229
Machinery and Equipment	732	767	(90)	(90)	677
Transport Assets	9 816	9 816	(1 105)	(1 105)	8 711
TOTAL EXPENDITURE OTHER ITEMS to be adjusted	140 651	141 811	920	920	142 731
<i>Renewal and upgrading of Existing Assets as % of total capex</i>	54.2%	47.6%			41.9%
<i>Renewal and upgrading of Existing Assets as % of deprecn"</i>	36.0%	41.5%			41.7%
<i>R&M as a % of PPE</i>	2.1%	2.2%			2.2%
<i>Renewal and upgrading and R&M as a % of PPE</i>	3.6%	3.8%			3.8%

Explanatory notes to Table B9 – Asset Management

1. The table provides a summarised version of the capital programme divided into new assets and renewal of existing assets; and reflects the relevant asset categories. The associated repairs and maintenance and depreciation are also reflected.

It also provides an indication of the resources deployed for maintaining and renewing existing assets, as well as the extent of asset expansion.

Table B10 – Basic service delivery measurement

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Household service targets					
<u>Water:</u>					
Piped water inside dwelling				–	–
Piped water inside yard (but not in dwelling)				–	–
Using public tap (at least min.service level)				–	–
Other water supply (at least min.service level)				–	–
<i>Minimum Service Level and Above sub-total</i>	–	–	–	–	–
Using public tap (< min.service level)				–	–
Other water supply (< min.service level)				–	–
No water supply				–	–
<i>Below Minimum Service Level sub-total</i>	–	–	–	–	–
Total number of households	–	–	–	–	–
<u>Sanitation/sewerage:</u>					
Flush toilet (connected to sewerage)				–	–
Flush toilet (with septic tank)				–	–
Chemical toilet				–	–
Pit toilet (ventilated)				–	–
Other toilet provisions (> min.service level)				–	–
<i>Minimum Service Level and Above sub-total</i>	–	–	–	–	–
Bucket toilet				–	–
Other toilet provisions (< min.service level)				–	–
No toilet provisions				–	–
<i>Below Minimum Service Level sub-total</i>	–	–	–	–	–
Total number of households	–	–	–	–	–
<u>Energy:</u>					
Electricity (at least min. service level)				–	–
Electricity - prepaid (> min.service level)				–	–
<i>Minimum Service Level and Above sub-total</i>	–	–	–	–	–
Electricity (< min.service level)				–	–
Electricity - prepaid (< min. service level)				–	–
Other energy sources				–	–
<i>Below Minimum Service Level sub-total</i>	–	–	–	–	–
Total number of households	–	–	–	–	–

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
<u>Refuse:</u>					
Removed at least once a week (min.service)				-	-
Minimum Service Level and Above sub-total	-	-	-	-	-
Removed less frequently than once a week				-	-
Using communal refuse dump				-	-
Using own refuse dump				-	-
Other rubbish disposal				-	-
No rubbish disposal				-	-
<i>Below Minimum Servic Level sub-total</i>	-	-	-	-	-
Total number of households	-	-	-	-	-
<u>Households receiving Free Basic Service</u>					
Water (6 kilolitres per household per month)				-	-
Sanitation (free minimum level service)				-	-
Electricity/other energy (50kwh per household per month)				-	-
Refuse (removed at least once a week)				-	-
<u>Cost of Free Basic Services provided (R'000)</u>					
Water (6 kilolitres per household per month)	(38 318)	(38 318)	539	539	(37 778)
Sanitation (free sanitation service)	(9 717)	(9 717)	1 050	1 050	(8 666)
Electricity/other energy (50kwh per household per month)	(6 274)	(6 274)	150	150	(6 123)
Refuse (removed once a week)	-	-	-	-	-
Total cost of FBS provided (minimum social package)	(54 308)	(54 308)	1 740	1 740	(52 568)
<u>Highest level of free service provided</u>					
Property rates (R'000 value threshold)				-	-
Water (kilolitres per household per month)				-	-
Sanitation (kilolitres per household per month)				-	-
Sanitation (Rand per household per month)				-	-
Electricity (kw per household per month)				-	-
Refuse (average litres per week)				-	-

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Revenue cost of free services provided (R'000)					
Property rates (tariff adjustment) (impermissable values per section 17 of MPRA)	–	–	–	–	–
Property rates exemptions, reductions and rebates and impermissable values in excess of section 17 of MPRA)	(20 451)	(20 451)	(227)	(227)	(20 678)
Water (in excess of 6 kilolitres per indigent household per month)	–	–	–	–	–
Sanitation (in excess of free sanitation service to indigent households)	–	–	–	–	–
Electricity/other energy (in excess of 50 kwh per indigent household per month)	–	–	–	–	–
Refuse (in excess of one removal a week for indigent households)	–	–	–	–	–
Municipal Housing - rental rebates	–	–	–	–	–
Housing - top structure subsidies	–	–	–	–	–
Other	–	–	–	–	–
Total revenue cost of subsidised services provided	(20 451)	(20 451)	(227)	(227)	(20 678)

Explanatory notes to Table B10 – Basic Service Delivery Measurement

Table B10 provides an overview of service delivery levels, including backlogs (below minimum service level), for each of the main services.

PART 2 – SUPPORTING DOCUMENTATION

2.1 Adjustments to Budget Assumptions

The budget assumptions, which informed the approved 2021/22 Budget, have been maintained.

2.2 Adjustments to Budget Funding

2.2.1 Funding the Adjustments Budget

2.2.1.1 Funding of Operating Expenditure

The Municipality's operating expenditure is mainly funded from sources such as property rates, service charges and government grants. The table below reflects the funding sources:

Description	Budget Year 2021/22		
	Prior Adjusted	Adjusted Budget	Variances
R thousands			
<u>Revenue By Source</u>			
Property rates	218 711	224 085	5 374
Service charges - electricity revenue	334 173	342 329	8 156
Service charges - water revenue	89 581	81 646	(7 935)
Service charges - sanitation revenue	58 635	57 754	(882)
Service charges - refuse revenue	55 744	57 811	2 067
Rental of facilities and equipment	1 169	2 800	1 632
Interest earned - external investments	5 780	2 811	(2 969)
Interest earned - outstanding debtors	10 674	12 820	2 146
Fines, penalties and forfeits	2 238	794	(1 443)
Licences and permits	25 746	12 873	(12 873)
Transfers and subsidies	153 324	154 418	1 094
Other revenue	20 873	23 022	2 148
Total Revenue (excluding capital transfers and contributions)	976 647	973 163	(3 484)

2.2.1.2 Reconciliation showing that operating and capital expenditure is funded in accordance with section 18 of the MFMA.

Description	Budget Year 2021/22				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
<u>Cash and investments available</u>					
Cash/cash equivalents at the year end	45 339	45 339	(41 234)	(41 234)	4 105
Other current investments > 90 days	0	0	(0)	(0)	(0)
Non current assets - Investments	–	–	–	–	–
Cash and investments available:	45 339	45 339	(41 234)	(41 234)	4 105
<u>Applications of cash and investments</u>					
Unspent conditional transfers	–	–	–	–	–
Unspent borrowing	–	–	–	–	–
Statutory requirements	–	–	–	–	–
Other working capital requirements	(28 517)	(28 517)	52 046	23 529	23 529
Other provisions	(3 176)	(3 176)	(9 366)	(12 542)	(12 542)
Long term investments committed	–				
Reserves to be backed by cash/investments					
Total Application of cash and investments:	(31 693)	(31 693)	42 680	10 987	10 987
Surplus(shortfall)	13 646	13 646	1 445	(30 247)	15 092

2.2.2 Adjustments to estimated collection levels

The 2021/22 Adjustment Operating Budget debtors' collection rate has been revised from 93% to 94%.

2.2.3 Adjustments related to allocations and grants to the Municipality.

2.2.3.1 Adjustments related to capital allocations and grants to the Municipality.

Adjustments relating to grant funding, supporting the Municipality's Capital Budget is included in the enclosed annexure "A".

2.2.3.2. Adjustments related to allocations and grants to the Municipality.

Below the adjustments pertaining to operating allocations and grants:

Supporting Table SB7 Adjustments Budget – transfers and grant receipts

Description	Budget Year 2021/22						
	Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands							
RECEIPTS:							
<u>Operating Transfers and Grants</u>							
National Government:	148 588	148 588	–	–	–	–	148 588
Operational Revenue:General Revenue:Equitable Share	143 774	143 774				–	143 774
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	1 423	1 423	–	–	–	–	1 423
Local Government Financial Management Grant [Schedule 5B]	1 720	1 720	–	–	–	–	1 720
Municipal Infrastructure Grant [Schedule 5B]	1 671	1 671	–	–	–	–	1 671
Provincial Government:	2 050	2 050	–	–	–	–	2 050
Sports and Recreation	2 050	2 050	–	–	–	–	2 050
District Municipality:	1 964	1 964	–	–	924	924	2 888
Environmental health subsidy	1 964	1 964			924	924	2 888
Other grant providers:	–	–	–	–	892	892	892
South Africa Local Government Association (SALGA)	–	–	–	–	722	722	722
Foreign Government and International Organisations	–	–	–	–	170	170	170
Total Operating Transfers and Grants	152 602	152 602	–	–	1 816	1 816	154 418
<u>Capital Transfers and Grants</u>							
National Government:	39 542	39 542	–	18 463	–	18 463	58 005
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	7 800	7 800	–	–	–	–	7 800
Municipal Infrastructure Grant [Schedule 5B]	31 742	31 742	–	5 963	–	5 963	37 705
Municipal Disaster Recovery Grant [Schedule 4B]	–	–	–	12 500	–	12 500	12 500
District Municipality:	714	714	–	–	924	924	1 638
Fire Services Subsidy	714	714	–	–	924	924	1 638
Other grant providers:	–	–	–	–	39 176	39 176	39 176
Transfer from Operational Revenue	–	–	–	–	39 176	39 176	39 176
Total Capital Transfers and Grants	40 256	40 256	–	18 463	40 101	58 563	98 819
TOTAL RECEIPTS OF TRANSFERS & GRANTS	192 858	192 858	–	18 463	41 917	60 379	253 237

Supporting Table SB8 Adjustments Budget – expenditure on transfers and programmes

Description	Budget Year 2021/22						
	Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands							
EXPENDITURE ON TRANSFERS AND GRANT PROGRAM:							
<u>Operating expenditure of Transfers and Grants</u>							
National Government:	148 588	148 588	–	–	–	–	148 588
Operational Revenue: General Revenue: Equitable Share	143 774	143 774				–	143 774
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	1 423	1 423	–	–	–	–	1 423
Local Government Financial Management Grant [Schedule 5B]	1 720	1 720	–	–	–	–	1 720
Municipal Infrastructure Grant [Schedule 5B]	1 671	1 671	–	–	–	–	1 671
Provincial Government:	2 050	2 050	–	–	–	–	2 050
Sports and Recreation	2 050	2 050	–	–	–	–	2 050
District Municipality:	1 964	1 964	–	–	924	924	2 888
Environmental health subsidy	1 964	1 964			924	924	2 888
Other grant providers:	–	–	–	–	892	892	892
South Africa Local Government Association (SALGA)	–	–	–	–	722	722	722
Foreign Government and International Organisations	–	–	–	–	170	170	170
Total Operating Transfers and Grants	152 602	152 602	–	–	1 816	1 816	154 418
<u>Capital Transfers and Grants</u>							
National Government:	39 542	39 542	–	18 463	–	18 463	58 005
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	7 800	7 800	–	–	–	–	7 800
Municipal Infrastructure Grant [Schedule 5B]	31 742	31 742	–	5 963	–	5 963	37 705
Municipal Disaster Recovery Grant [Schedule 4B]	–	–	–	12 500	–	12 500	12 500
District Municipality:	714	714	–	–	924	924	1 638
Fire Services Subsidy	714	714	–	–	924	924	1 638
Other grant providers:	–	–	–	–	39 176	39 176	39 176
Transfer from Operational Revenue	–	–	–	–	39 176	39 176	39 176
Total Capital Transfers and Grants	40 256	40 256	–	18 463	40 101	58 563	98 819
TOTAL EXPENDITURE OF TRANSFERS & GRANTS	192 858	192 858	–	18 463	41 917	60 379	253 237

2.3 Adjustments to expenditure on allocations and grant programmes

2.3.1 The adjustments made to planned capital expenditure of allocations and grants received.

The adjustments made to planned capital expenditure, including the capital projects in question, are reflected in Annexure “A”.

2.4 Adjustments to Councillors and Employee benefits

Below is a summary of the adjustments made to Councillors' Remuneration and Employee Related Costs:

Description	Approved Budget 2021/22	Adjustments Budget 2021/22	Variance
	R	R	R
Employee Related Costs	378 358 526	377 339 900	-1 018 626
Councillors' Remuneration	13 650 824	13 650 824	-

2.5 Adjustments to Service Delivery and Budget Implementation Plan (SDBIP)

In accordance with the MFMA, it should be noted that adjustments to the service delivery targets and performance indicators in the 2021/22 SDBIP will be considered, following the approval by Council of the 2021/22 Adjustments Budget.

2.6 Adjustments to Capital Expenditure

Annexure "B" contains a listing of all the adjusted capital programmes and projects of the Municipality, which are aligned to the Integrated Development Plan of the Municipality.

2.7 Municipal Manager's Quality Certification

I, Charl Du Plessis, Municipal Manager of the Kouga Local Municipality, hereby certify that the Adjustments budget and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the Adjustments budget and supporting documentation are consistent with the Integrated Development Plan of the Municipality.

Print Name __Charl Du Plessis_____

Municipal Manager of Kouga Local Municipality EC108



Signature:.....

23 February 2022

Date:.....

		ANNEXURE "A"	
PROJECT DESCRIPTION	Approved Budget 2021/22	Adjustments	Adjusted Budget 2021/22
District Municipality Funding			
Fire Vehicle	1 600 000	38 000	1 638 000
	1 600 000	38 000	1 638 000
Local Government Financial Management Grant			
Computer Equipment		86 957	86 957
	-	86 957	86 957
Municipal Disaster Relief Grant			
Connect 4 x drilled boreholes to treatment works	11 356 000	- 486 435	10 869 565
	11 356 000	- 486 435	10 869 565
Integrated National Electrification Programme Grant			
Ocean View Electrification	6 782 609	-	6 782 609
	6 782 609	-	6 782 609
Municipal Infrastructure Grant			
Upgrade Sanitation System Old Hankey	15 298 845	- 317 147	14 981 698
Upgrading of Gravel Roads in Humansdorp	14 234 651	566	14 235 217
Mini Fresh Food and Craft Markets in Jbay & Hankey	838 062	- 109 312	728 750
Upgrading of Sports Facilities	3 193 400	- 3 193 400	-
Upgrading/Improvement of Sport Facilities within Kouga Region (Loerie)		500 000	500 000
Upgrading/Improvement of Sport Facilities within Kouga Region (Sea Vista)		2 342 087	2 342 087
	33 564 958	- 777 206	32 787 752
Total	53 303 567	- 1 138 684	52 164 883

					ANNEXURE "B"		
DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Approved Budget 2021/22	Adjustments	Adjusted Budget 2021/22
COMMUNITY SERVICES	FIRE SERVICES	Distr	Fire Vehicle	FT911	1 600 000	38 000	1 638 000
COMMUNITY SERVICES	PARKS AND OPEN SPACES	Internal	5X Trailers	101782	200 000	-	200 000
COMMUNITY SERVICES	Envornmental Management Fee	Internal	Kouga Skip Bins	CP4_EMF	200 000	-	200 000
COMMUNITY SERVICES	Protection Services	Internal	Machinery and Equipment (Security Cameras System)	PC_1004	1 200 000	- 900 000	300 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Generator)	1011113	230 000	-	230 000
COMMUNITY SERVICES	Parks & Open Space	Internal	Machinery and Equipment	PC_1003	80 000	-	80 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Radio communication) -	1011115	150 000	- 50 000	100 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Roads Marking Machinery and Equipment	1011117	150 000	- 150 000	-
COMMUNITY SERVICES	Sport & Recreation	Internal	Furniture and Equipment	CP_9	200 000	- 100 000	100 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Playdetactor (Machinery and Equipment)	1011111	200 000	- 45 000	155 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Quardbike)	1011114	150 000	- 54 402	95 598
COMMUNITY SERVICES	Fire Services	Internal	Fencing Humansdorp Fire Station	CP1_FS	600 000	-	600 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Furniture and Equipment - Operations room	1011112	180 000	- 162 803	17 197
COMMUNITY SERVICES	SPORT & RECREATION	Internal	Fencing Sport and Recreational Facilities	1011118	1 500 000	-	1 500 000
COMMUNITY SERVICES	Fire Services	Internal	Vehicle	CP_23	565 000	-	565 000
COMMUNITY SERVICES	Beach	Internal	Upgrading of Pellsrus, Kabeljous, Cape St Francis	PC_A001	100 000	-	100 000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Computer Equipment - Operatons Room	1011116	80 000	- 56 600	23 400
COMMUNITY SERVICES	ENVIRONMENTAL MANAGEMENT	Internal	Machinery and Equipment	PC_1002	99 999	- 66 299	33 700
COMMUNITY SERVICES	CEMETERIES	Internal	Ablution Facilities New	1011104	570 000	- 420 000	150 000
COMMUNITY SERVICES	ENVIRONMENTAL MANAGEMENT	Internal	Computer Equipment	CP_4		66 300	66 300
					8 054 999	- 1 900 804	6 154 195
CORPORATE SERVICES	Corporate Services	Internal	Computer Software and Applications	CP_60	237 000	50 000	287 000
CORPORATE SERVICES	Corporate Services	Internal	Fencing of municipal building	PC_1023	629 206	-	629 206
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Bio-metric System	CP_CPS1	800 000	- 200 000	600 000
CORPORATE SERVICES	Corporate Services	Internal	EDMS	PC_201	166 954	- 166 954	-
CORPORATE SERVICES	Corporate Services	Internal	Furniture and Equipment	CP_9	150 000	- 150 000	-
CORPORATE SERVICES	Skills Development	Internal	Computer Equipment	CP_4	33 343	- 11 842	21 501
CORPORATE SERVICES	Corporate Services	Internal	Computer Equipment	CP_4	100 000	41 843	141 843
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Furniture and Equipment	CP_9	30 000	120 000	150 000
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Communications _ LED Screen	CORP02		300 000	300 000
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Communications _ Digital Screen	CORP01		100 000	100 000
					2 146 503	83 047	2 229 550

					ANNEXURE "B"		
DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Approved Budget 2021/22	Adjustments	Adjusted Budget 2021/22
EXECUTIVE & COUNCIL	MAYOR	Internal	Furniture and Equipment - Municipal Court	0803217	100 000	-	100 000
EXECUTIVE & COUNCIL	Council	Internal	Furniture and Equipment	CP_9	100 000	-	100 000
EXECUTIVE & COUNCIL	Council	Internal	Computer Equipment	CP_4	120 000	- 120 000	-
EXECUTIVE & COUNCIL	MAYORAL COMMITTEE	Internal	Furniture and Equipment - Ward Councillors Offices	1011101	150 000	-	150 000
EXECUTIVE & COUNCIL	MAYORAL COMMITTEE	Internal	Computer Equipment	CP_4	130 000	- 130 000	-
EXECUTIVE & COUNCIL	MAYOR	Internal	Electronic and Computer Equipment	1011120	200 000	-	200 000
EXECUTIVE & COUNCIL	MAYOR	Internal	Vehicle	CP_23	1 200 000	-	1 200 000
EXECUTIVE & COUNCIL	MUNICIPAL MANAGER	Internal	Computer Equipment	CP_4	120 000	30 000	150 000
EXECUTIVE & COUNCIL	MAYOR	Internal	PA system/Data projector/Screens/Sound	1011102	70 000	-	70 000
EXECUTIVE & COUNCIL	WARD COUNCILLORS	Internal	Ward councilors Capital project	PC_65	750 000	-	750 000
EXECUTIVE & COUNCIL	WARD COUNCILLORS	Internal	Computer Equipment	CP_4	500 000	205 000	705 000
EXECUTIVE & COUNCIL	Risk and Internal Audit Unit	Internal	Computer Equipment	CP_4		20 000	20 000
EXECUTIVE & COUNCIL	Risk and Internal Audit Unit	Internal	Furniture and Equipment	CP_54		25 000	25 000
					3 440 000	30 000	3 470 000
FINANCE	ASSET MANAGEMENT	Internal	Single Cap Bakkie for stock verification	101773	300 000	50 000	350 000
FINANCE	SCM	Internal	Machinery and Equipment	PC_1003	250 000	- 237 300	12 700
FINANCE	ASSET MANAGEMENT	Internal	Office Equipment	101771	7 000	- 1 002	5 998
FINANCE	ASSET MANAGEMENT	Internal	Office Equipment	101772	12 000	-	12 000
FINANCE	ASSET MANAGEMENT	Internal	Replacement of Electrical Transformer _ Humansdorp	AM001		863 540	863 540
FINANCE	REVENUE	Internal	2 Single Cab Bakkie	0803219	600 000	- 148 000	452 000
FINANCE	EXPENDITURE	Internal	Big eye-line printer	101774	200 000	- 200 000	-
FINANCE	Finance: IT	Internal	Furniture and Equipment	CP_9	141 005	- 71 998	69 007
FINANCE	Finance: IT	Internal	Cibex Software	CP_075	600 000	-	600 000
FINANCE	Finance: IT	Internal	Computer Equipment	CP_4	914 244	-	914 244
FINANCE	Finance: IT	Internal	WIFI Solution	PC_017	100 000	-	100 000
FINANCE	Finance: IT	Internal	Network Upgrade	CP_2241	250 000	-	250 000
FINANCE	Finance: IT	FMG	Computer Equipment	CP_4		86 957	86 957
					3 374 249	342 197	3 716 446

ANNEXURE "B"							
DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Approved Budget 2021/22	Adjustments	Adjusted Budget 2021/22
INFRASTRUCTURE & ENGINEERING	Electricity	Internal	Saffery Substation	CP7_ELC	1 000 000	-	1 000 000
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace 250mm Water Main Canal Road St Francis Bay	CP7_WAT	163 000	-	163 000
INFRASTRUCTURE & ENGINEERING	Water	Internal	Repair Leaking Concrete Water Tower Paradise Beach	CP_4WAT	310 000	-	310 000
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace Main Waterline Sout Rivier Bridge Crossing	CP5_WAT	295 000	-	295 000
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace 250mm Water Main Mimosa Street Jbay	CP6_WAT	104 000	-	104 000
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	New bypass Sewer Rising Main and Pump Stations Jbay	CP5_SW	992 000	-	992 000
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Upgrade Sewer Rising Mains Jbay (La Mer-4A-4B) Pre	CP4_SW	326 000	-	326 000
INFRASTRUCTURE & ENGINEERING	WATER	DRG	Connect 4 x drilled boreholes to treatment works	I&E002	11 356 000	- 486 435	10 869 565
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connect up 3 x boreholes Soetkloof Hankey	I&E001	2 875 000	-	2 875 000
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Piped Reticulation - St Francis Bay	CP7_SEW	295 000	-	295 000
INFRASTRUCTURE & ENGINEERING	Water	Internal	Machinery & Equipment	CP_10SW	180 000	-	180 000
INFRASTRUCTURE & ENGINEERING	METERING & REVENUE	Internal	Bulk 66kv Overhead lines	CP66KV	2 147 319	-	2 147 319
INFRASTRUCTURE & ENGINEERING	Sewerage	MIG	Upgrade Sanitation System Old Hankey	PC_012	15 298 845	- 317 147	14 981 698
INFRASTRUCTURE & ENGINEERING	METERING & REVENUE	INEP	Ocean View Electrification	ELEC711	6 782 609	-	6 782 609
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Upgrade Loerie sewer pump station	CP_2SW	147 000	-	147 000
INFRASTRUCTURE & ENGINEERING	Public Works	MIG	Upgrading of Gravel Roads in Humansdorp	PC_075	14 234 651	566	14 235 217
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Mini Fresh Food and Craft Markets in Jbay & Hankey		838 062	- 109 312	728 750
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	Internal	Mini Fresh Food and Craft Markets in Jbay & Hankey	CP_369	400 000	-	400 000
INFRASTRUCTURE & ENGINEERING	Mig Administration Unit	MIG	Upgrading of Sports Facilities	CP_74	3 193 400	- 3 193 400	-
INFRASTRUCTURE & ENGINEERING	SEWERAGE	Internal	Construct emergency overflow pond Koraal Sewer	CP_3SW	100 000	-	100 000
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Upgrading/Improvement of Sport Facilities within Kouga Reg	MIG01		500 000	500 000
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Upgrading/Improvement of Sport Facilities within Kouga Reg	MIG02		2 342 087	2 342 087
INFRASTRUCTURE & ENGINEERING	WATER	Internal	WATER TANKS - JEFFREYS BAY	W9801		840 000	840 000
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connecting Kruisfontein borehole to Humansdorp Water Treat	WAT004		10 335 694	10 335 694
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connect 4 x drilled boreholes to treatment works	I&E002		815 435	815 435
INFRASTRUCTURE & ENGINEERING	WATER	Internal	WATER TANKS - HUMANSDORP	W9802		2 100 000	2 100 000
					61 037 886	12 827 488	73 865 374
PLANNING, DEVELOPMENT & TOURISM	Planning & Development	Internal	Computer Software and Applications	CP_60	220 000	-	220 000
PLANNING, DEVELOPMENT & TOURISM	Planning & Development	Internal	Furniture and equipment	CP_54	300 000	-	300 000
PLANNING, DEVELOPMENT & TOURISM	LOCAL ECONOMIC DEVELOPMENT	Internal	Computer Equipment	CP_4	83 898	-	83 898
PLANNING, DEVELOPMENT & TOURISM	Economic Development: Tourism	Internal	Restoration of Fisherman Grave Site	CP2_EDT	150 000	-	150 000
PLANNING, DEVELOPMENT & TOURISM	LAND & PROPERTY ADMINISTRATION	Internal	Furniture and equipment	CP_54	451 528	-	451 528
PLANNING, DEVELOPMENT & TOURISM	LAND & PROPERTY ADMINISTRATION	Internal	Computer Equipment	CP_4	100 000	-	100 000
PLANNING, DEVELOPMENT & TOURISM	LOCAL ECONOMIC DEVELOPMENT	Internal	Kouga Business Support Centre	CP1_EDB	600 000	-	600 000
					1 905 426	-	1 905 426
				Total	79 959 063	11 381 928	91 340 991

KOUGA MUNICIPALITY (EC 108)**ORDINARY COUNCIL MEETING****FINANCE****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/F53****VIREMENT POLICY**1. Introduction

The purpose of the report is to request Council to approve the reviewed virement policy.

2. Background

The Policy was workshoped at a Policy Workshop on 15 February 2022 and the adoption proposed for tabling with the Adjustments Budget.

3. Comments by Directorates:Director: Finance

The amendments to the Policy will enhance the controls in the transfer of funds within votes and ukeys and will also ensure that funds are not allocated across different services. In addition, with not allowing Virements in the last month of the financial year, this will force all User Departments to plan better to adhere to the cut-off date of the submission of requisition, thus ensuring proper oversight on the preparation of the Annual Financial Statements.

4. Recommendation

- 4.1 That the Virement Policy be approved;
- 4.2 That the Virement Policy be published on the Kouga Website; and
- 4.3 That the Policy be implemented from 1 March 2022.

Item prepared by: BTO Manager**Item approved by: Chief Financial Officer****Item endorsed by: Municipal Manager**

KOUGA MUNICIPALITY



Draft VIREMENT POLICY

Index

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1. **Definitions**

“Accounting officer” The municipal manager of a municipality is the accounting officer of the municipality in terms of section 60 of the MFMA

“Approved budget” means an annual budget approved by a municipal council

“Budget-related policy” means a policy of a municipality affecting or affected by the annual budget of the municipality

“Chief financial officer” means a person designated in terms of the MFMA who performs such budgeting, and other duties as may in terms of section 79 of the MFMA be delegated by the accounting officer to the chief financial officer

“Capital budget” this is the estimated amount for capital items in a given fiscal period. Capital items are fixed assets such as facilities and equipment, the cost of which is normally written off over a number of fiscal periods

“Council” means the council of a municipality referred to in section 18 of the Municipal Structures Act

“Financial year” means a 12- month year ending on 30 June

“Line item” an appropriation that is itemized on a separate line in a budget adopted with the idea of greater control over expenditures

“Operating budget” the town’s financial plan, which outlines proposed expenditures for the coming financial year and estimates that revenues used to finance them

“Ring fenced” an exclusive combination of line items grouped for specific purposes for instance salaries and wages

“Service delivery and budget implementation plan” means a detailed plan approved by the mayor of a municipality in terms of section 53(1) (c) (ii) for implementing the municipality’s delivery of municipal services and its annual budget

“Virement” is the process of transferring an approved budget allocation from one operating line item to another, with the approval of the relevant Manager. To enable budget managers to amend budgets in the light of experience or to reflect anticipated changes

“Vote” means of the main segments into which a budget of a municipality is divided for the appropriation of funds for the different departments or functional areas of the municipality; and which specifies the total amount that is appropriated for the purpose of the department or functional area concerned.

2. **Abbreviations**

CFO- Chief Financial Officer

IDP- Integrated Development Plan

MFMA- Municipal Finance Management Act

SDBIP- Service Delivery and budget implementation plan

CM- Council Minute/’s

3. Objective

To allow flexibility in the use of budgeted funds to enable management to act on occasions such as disasters, unforeseen expenditure or savings, etc. as they arise to accelerate service delivery in a financially responsible manner.

4. Virement Clarification

Virement is the process of transferring budgeted funds from one line-item number to another, with the approval of the relevant Manager and CFO, to enable budget managers to amend budgets in the light of experience or to reflect anticipated changes. (Section 28 (2) (c) MFMA)

5. Financial Responsibilities

Strict budgetary control must be maintained throughout the financial year in order that potential overspends and / or income under-recovery within individual vote departments is identified at the earliest possible opportunity. (Section 69 MFMA)

The Accounting Officer has a statutory duty to ensure that adequate policies and procedures are in place to ensure an effective system of financial control. The budget virement process is one of these controls. (Section 27(4) MFMA)

It is the responsibility of each manager or head of a department or activity to which funds are allotted, to plan and conduct assigned operations so as not to expend more funds than budgeted. In addition, they have the responsibility to identify and report any irregular or fruitless and wasteful expenditure in terms of the MFMA sections 78.

6. Virement Restrictions

- a. No funds may be viremented between Directorates.
- b. Accumulated virements may not exceed a maximum 10% of the total approved operating expenditure of that Directorate budget.
- c. A virement may not create new policy, significantly vary current policy, or alter the approved outcomes / outputs as approved in the IDP for the current or subsequent years. (Section 19 and 21 MFMA)
- d. No Virements may be made to a budget that is included in the approved SDBIP. These budget allocations can only be adjusted through an adjustment budget approved by Council. (MFMA Circular 13-page 13 paragraph 3)
- e. No virement may commit the Municipality to increase recurrent expenditure, which commits the Council's recourses in the following financial year.
- f. No virement may be made where it would result in over expenditure. (Section 32 MFMA)
- g. No virement shall add to the establishment of the Municipality or increase personnel expenditure.

- h. Virements may not be made in respect to ring-fenced allocations, e.g., Environmental Management Fee budget.
- i. No virements are permitted between Trading Services e.g., Water, Sewerage, Electricity and Refuse.
- j. No virements are permitted between operating budget line items that are funded by different sources of funding.
- k. Budget may not be transferred from Interdepartmental cost, Capital Financing, Depreciation, Impairment, Interest charges, Contributions, Conditional Grants (except where specific in the relevant conditional grant framework), Bulk Purchases, Insurance, VAT or Income Forgone.
- l. Funds may only be transferred between personnel expenditure budgets within the same vote if approved by the CFO.
- m. In terms of Section 17 of the MFMA, a municipality's budget is divided into an operational and capital budget and consequently no virements are permitted between the operational and capital budgets.
- n. Virements are not permitted for capital budget allocations. The capital budget can only be adjusted through an Adjustment budget approved by Council.
- o. No virements are permitted in the last month of the financial year.
- p. No virement proposal shall affect amounts to be paid to another Department without the agreement of the Manager of that Department, as recorded on the signed virement form. (Section 15 MFMA)
- q. Virement amounts may not be rolled over to subsequent years, or create expectations on following budgets. (Section 30 MFMA)
- r. An approved virement does not give expenditure authority and all expenditure resulting from approved virements must still be subject to the procurement / supply chain management policy of Council as periodically reviewed.
- s. Virements may not be made between Expenditure and Income.
- t. Virements exceeding R5m will require the approval of Council with a full motivation.

7. Virement Procedure

- a. All virement proposals must be completed on the Transfer of Funds Form (attached as Annexure A) and forwarded to the relevant Finance Officer for checking and implementation.
- b. All virements must be signed by the Vote holder (per department) and the Manager within which the vote is allocated. (Section 79 MFMA)
- c. Virements less than R 10,000 require the approval of the Manager in Budget and Treasury office.

- d. Virements in excess of R 10,000 require the approval of the CFO and the Municipal Manager. (Section 79 MFMA)
- e. All documentation must be in order and approved before any expenditure can be committed or incurred. (Section 79 MFMA)
- f. All virement forms must be allocated a sequential number by the Budget and Treasury office.
- g. The Municipal Manager will report to the Mayoral Committee on a monthly basis and the Finance Portfolio Committee on a quarterly basis on all virements approved during that quarter on the Virement Reports Template (attached as Annexure B).



Annexure A

Authorization of Transfer of Funds

REQUEST

***** This form must be accompanied by a Memo and Printscreens of the Votes*****

REQUEST FOR TRANSFER OF FUNDS

FROM COST CODE:

TO COST CODE:

AMOUNT TO BE TRANSFERRED

MOTIVATION

REQUESTED BY

DEPARTMENT:

NAME:

Date :

MANAGER:

Date :

DIRECTOR:

Date :

AUTHORIZATION- BUDGET AND TREASURY

RESPONSIBLE PERSON

Date :

MONEY AVAILABLE? ☐ YES ☐ NO

COMMENTS:

AUTHORIZATION

CHIEF FINANCIAL OFFICER:

Date :

MUNICIPAL MANAGER:

Date :

CAPTURED

NAME:

Date :

SAMRAS REFERENCE:

REPORTS BY
THE
PORTFOLIO
CHAIRPERSON:
CORPORATE
SERVICES

KOUGA MUNICIPALITY (EC108)**ORDINARY COUNCIL MEETING****CORPORATE SERVICES****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/CORP6****PORTFOLIO STRUCTURE OF SECTION 80 COMMITTEES****1. Purpose:**

The purpose of this item is to provide feedback on the names of nominated members, including names of alternate members submitted for Section 80 Committees.

2. Background:

It was resolved at an Ordinary Council meeting held on 13 December 2021 that names of nominated members, including names of alternate members to Section 80 Committees be submitted to the Acting Director: Corporate Services within 7 (seven) days from the date of the Council meeting. Resolution 21/12/CORP3 attached hereto:

21/12/CORP3**STRUCTURING OF THE MUNICIPAL COUNCIL: COMPOSITION OF MEMBERS TO SECTION 80 COMMITTEES****Resolved (13 December 2021)**

1. That the report regarding the composition of members to Section 80 Committees be noted;
2. That Council resolves to compose the Section 80 Committees as follows:
 - 2.1 A minimum of 10 (ten) committee members.
 - 2.2 Allocation of seats for members will be 5 (five) DA Councillors, 2 (two) ANC Councillors, 1 (one) PA Councillor, 1 (one) EFF Councillor and 1 (one) FFP Councillor
 - 2.3 Allocation of seats for alternate Councillors will be 2 (two) DA Councillors and 1 (one) ANC Councillor
3. That the Council notes the announcement of the Chairpersons for each Section 80 Committee by the Executive Mayor as follows:

Corporate Services	- Cllr T Jantjes
Planning, Development & Tourism Portfolio	- Cllr H Bornman
Monitoring & Evaluation Portfolio	- Cllr S Ruth
Community Services Portfolio	- Cllr D Benson
Infrastructure and Engineering Portfolio	- Cllr L Maree
Finance Portfolio	- Cllr Gertenbach
4. That names of nominated members, including names of alternate members to the Section 80 Committees be submitted to the Acting Director: Corporate Services, within 7 (seven) days from the date of the Council Meeting.

3. Recommendation

- 3.1 That the Portfolio Structure of Section 80 Committees which includes the names of nominated members and alternate members be noted as below:

Corporate Services Portfolio	Committee Members	Alternate Members	Functions
Chairperson	Cllr T Jantjes		- Administration / Auxiliary Services - Human Resources - Internal Communication
	Cllr H Murray		
	Cllr S Ruth		
	Cllr B Dhludhlu	Cllr D Benson	
	Cllr M van Niekerk	Cllr M Biko	
	Cllr M Yali		
	Cllr N Ntengwane	Cllr K Ndzaleni	
	Cllr L Nkilishane		
	Awaiting nominated name from PA		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman (pending approval of the Eastern Cape MEC for COGTA)		
Planning, Development & Tourism Portfolio	Committee Members	Alternate Members	Functions
Chairperson	Cllr H Bornman		- Human Settlements - Town & Regional Planning - MPT - Tourism - Local Economic Development - Creative Industries - Crèches - Events Committee
	Cllr R Foley		
	Cllr C August		
	Cllr F Haystek	Cllr W Gertenbach	
	Cllr M van Niekerk	Cllr D Benson	
	Cllr V Zana		
	Cllr N Ntshota	Cllr M Valgee	
	Cllr L Nkilishane		
	Awaiting nominated name from PA		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman (pending approval of the Eastern Cape MEC for COGTA)		
Monitoring & Evaluation Portfolio	Committee Members	Alternate Members	Functions
Chairperson	Cllr S Ruth		- Media, PR, External Communication - Public Participation - IDP - PMS - Legal - Internal Audit - Strategic Projects - Office of EM & Speaker
	Cllr M Biko		
	Cllr C August		
	Cllr L Maree	Cllr J Alexander	
	Cllr D Benson	Cllr T Jantjes	
	Cllr K Ndzaleni		
	Cllr E Mbuqu	Cllr V Zana	
	Cllr L Nkilishane		
	Awaiting nominated name from PA		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman (pending approval of the Eastern Cape MEC for COGTA)		

Community Services Portfolio	Committee Members	Alternate Members	Functions
Chairperson	Cllr D Benson		• Environmental Management • Community Amenities & Environmental Health • Protection Services • Beaches • Mayoral Special Programmes
	Cllr H Murray		
	Cllr F Haystek		
	Cllr T Jantjes	Cllr R Foley	
	Cllr M van Niekerk	Cllr S Ruth	
	Cllr M Mbandana		
	Cllr M Valgee	Cllr P Oliphant	
	Cllr L Nklishane		
	Awaiting nominated name from PA		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman (pending approval of the Eastern Cape MEC for COGTA)		
Infrastructure and Engineering Portfolio	Committee Members	Alternate Members	Functions
Chairperson	Cllr L Maree		• Infrastructure • Civil services • PMU • Electrical Services • Fleet Management
	Cllr W Gertenbach		
	Cllr J Alexander		
	Cllr M Biko	Cllr F Haystek	
	Cllr R Foley	Cllr M van Niekerk	
	Cllr P Oliphant		
	Cllr M Dayimani	Cllr V Gunuza	
	Cllr L Nklishane		
	Awaiting nominated name from PA		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman (pending approval of the Eastern Cape MEC for COGTA)		
Finance Portfolio	Committee Members	Alternate Members	Functions
Chairperson	Cllr W Gertenbach		• Budget & treasury • Revenue • Expenditure • Assets Management • Supply Chain Management • Information, Communication & Technology MSCOA
	Cllr J Alexander		
	Cllr L Maree		
	Cllr T Jantjes	Cllr H Murray	
	Cllr S Ruth	Cllr B Dhludhlu	
	Cllr M Dayimani		
	Cllr V Gunuza	Cllr E Mbuqu	
	Cllr L Nklishane		
	Awaiting nominated name from PA		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman (pending approval of the Eastern Cape MEC for COGTA)		

3.2 That the Committee notes the resignation of Cllr F Pietersen from the Patriotic Alliance.

3.3 That the Portfolio Structure of Section 80 Committees item be noted.

Item Prepared by: The Acting Director: Corporate Services



Item noted by: The Portfolio Councillor



KOUGA MUNICIPALITY (EC108)**ORDINARY COUNCIL MEETING****CORPORATE SERVICES****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/CORP12****APPOINTMENT OF MEMBERS OF THE PUBLIC TO SERVE ON MPAC**1. Introduction

The purpose of this item is to appoint two members to serve as Public Representatives on the Municipal Public Accounts Committee for the term of the current Council with effect from 1 March 2022.

2. Background

An advert was placed in the relevant media and 34 applications were received. Advert attached here to as Annexure A.

Interviews were held on 7 February 2022 and the following candidate per the interview panel have been recommended :

- Ms. Leonie Mostert – Member

The panel further agreed that it would benefit the Committee to appoint an additional MPAC Public Representative and the following candidate per the interview panel have been recommended :

- Mr. Andries Klopper – Member

Attached hereto Annexure B – CV of Ms. L Mostert and CV of Mr. Andries Klopper.

3. Legal Implications

None.

4. Financial Implications

Remuneration and Disbursements for attendance at the MPAC meetings as per latest Treasury Regulations.

5. Recommendation

- 5.1 That Ms Leonie Mostert be appointed as a public representative of MPAC starting 1 March 2022 and ending with the term of the current Council.

- 5.2 That Mr. Andries Klopper be appointed as a public representative of MPAC starting 1 March 2022 and ending with the term of the current Council.
- 5.3 That the Remuneration and Disbursements of the MPAC public representatives be in accordance with the rates regulated by latest Treasury Regulation plus the payment of the additional travel claims (if any).

Item prepared by: The Acting Director: Corporate Services



Item approved by: The Municipal Manager



Item noted by: The Portfolio Councillor



PERSONOONLIKE DIENSTE**LENINGS**

1445

Money Worries?
Under Debt Review /Admin
or
Bad Credit
We Got U!
We'll Help With a Loan
or Fix Ur Credit!!
Loans/Consolidations
R5000 – R250 000
SMS/Whatsapp
"KOUGA" to 071 387 6370
T's and C's apply

VOERTUIG**VOERTUIG GESOEK OM TE KOOP**

14128

CARS / BAKKIES / SCOOTERS
wanted in any condition.
Reliable honest service.
082-722-6183

BETREKKINGS

3600

OPLEIDINGS-KURSUSSE

3765

Caregiver Course offered to interested candidates in the Kouga Region.
Duration: 3 Months
Course Fee: R4000
Deposit: R2000
Minimum requirements Grade 10
Practical Training in Hospitals and
Fall Care Homes
Interview and Registration:
Monday 24 January 2022
Times: Strictly 10:00am-11:00am
Venue: Pellicus Community Hall,
Pellicus, Jeffreys Bay (next to Pellicus Clinic)
Contact the Workforce Training
Academy Office 043 487 0473 or
WhatsApp 076 4488 571
ASSISTANCE WITH EMPLOYMENT
STAFF ORDERS WELCOME

REGSKENNISGEWINGS & TENDERS**VERLORE DOKUMENTE****MALUTI ASTON BAY
LOST OR DESTROYED DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Certificate of Registered Sectional Title Nr. ST162-3/1988CTN passed by GLENNY BUCHNER INVESTMENT PROPRIETARY LIMITED, Registration Nr. 1987/031416/07 to DIAS VAKANSIES CLOSE CORPORATION, Registration Nr. 1988/011151/23 in respect of

A Unit consisting of (a) Section Number 3 as shown and more fully described on Sectional Plan Number SS 162/1988 in the scheme known as MALUTI in respect of the land and building or buildings situated at ASTON BAY, IN THE KOUGA LOCAL MUNICIPALITY, of which section the floor area, according to the said sectional plan, is 49 (forty Nine) square metres in extent; and (b) An undivided share in the common property in the scheme apportioned to the said section in accordance with the participation quota as endorsed on the said sectional plan, which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the Registrar of Deeds at KING WILLIAMS TOWN within two weeks after the date of the publication of this notice.

DATED AT JEFFREYS BAY this 10TH DAY OF DECEMBER 2021

Pieterse
Applicant:
Pieterse Incorporated
22 Schelde Street
JEFFREYS BAY
6330
Johrita@attorneys.law.za
Tel.: 042 293 3333

**SECTION 23 BELLA VISTA
JEFFREYS BAY
FORM JJJ****LOST TITLE DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Deed of Transfer No. ST13399/2014CTN passed by 1. The Trustees for the time being of THE MULTI RESORTS OWNERSHIP TRUST Registration Nr. T846/1992 In their capacity as the bare dominium owner of the undermentioned properties 2. MULTI RESORTS OWNERSHIP PROPRIETARY LIMITED Registration Nr. 91/002339/07 In their capacity as usufructuary of the undermentioned properties in favour of PETER EDWARD SNYMAN duly authorised hereto by a resolution of the Directors of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED, Registration Number 1990/001787/07 in respect of Section 23 Bella Vista JEFFREYS BAY, in the Kouga Municipality which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the REGISTRAR OF DEEDS at KING WILLIAM'S TOWN, 113 Alexandra Road, King Williams Town, 5600, within two weeks after the date of the first publication of this notice.

Dated at Westville on 13 January 2022.
Applicant: PETER EDWARD SNYMAN on behalf of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED
c/o HSG Attorneys Inc
15 Acadia Avenue
Westville
E-mail: jonick@hsginc.co.za
Tel. 031 266 7751

**SECTION 7 BELLA VISTA
JEFFREYS BAY
FORM JJJ****LOST TITLE DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Sectional Deed of Transfer No. ST13344/2012CTN passed by 1. The Trustees for the time being of THE MULTI RESORTS OWNERSHIP TRUST Registration Nr. T846/1992 In their capacity as the bare dominium owner of the undermentioned properties 2. MULTI RESORTS OWNERSHIP PROPRIETARY LIMITED Registration Nr. 91/002339/07 In their capacity as usufructuary of the undermentioned properties in favour of PETER EDWARD SNYMAN duly authorised hereto by a resolution of the Directors of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED, Registration Number 1990/001787/07 in respect of Section 7 Bella Vista JEFFREYS BAY, in the Kouga Municipality which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the REGISTRAR OF DEEDS at KING WILLIAM'S TOWN, 113 Alexandra Road, King Williams Town, 5600, within two weeks after the date of the first publication of this notice.

Dated at Westville on 13 January 2022.
Applicant: PETER EDWARD SNYMAN on behalf of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED
c/o HSG Attorneys Inc
15 Acadia Avenue
Westville
E-mail: jonick@hsginc.co.za
Tel. 031 266 7751

**SECTION 7 BELLA VISTA
JEFFREYS BAY
FORM JJJ****LOST TITLE DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Deed of Transfer No. ST12874/2016CTN passed by The Trustees for the time being of THE BELLA VISTA TRUST Registration Number IT 2376/1998 in favour of PETER EDWARD SNYMAN duly authorised hereto by a resolution of the Directors of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED Registration Number 1990/001787/07 in respect of Section 7 Bella Vista JEFFREYS BAY, in the Kouga Municipality which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the REGISTRAR OF DEEDS at KING WILLIAM'S TOWN, 113 Alexandra Road, King Williams Town, 5600, within two weeks after the date of the first publication of this notice.

Dated at Westville on 13 January 2022.
Applicant: PETER EDWARD SNYMAN on behalf of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED
c/o HSG Attorneys Inc
15 Acadia Avenue
Westville
E-mail: jonick@hsginc.co.za
Tel. 031 266 7751

**SECTION 7 BELLA VISTA
JEFFREYS BAY
FORM JJJ****LOST TITLE DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Sectional Deed of Transfer No. ST5683/2012CTN passed by The Trustees for the time being of FLEXI HOLIDAY CLUB in favour of PETER EDWARD SNYMAN duly authorised hereto by a resolution of the Directors of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED Registration Number 1990/001787/07 in respect of Section 7 Bella Vista JEFFREYS BAY, in the Kouga Municipality which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the REGISTRAR OF DEEDS at KING WILLIAM'S TOWN, 113 Alexandra Road, King Williams Town, 5600, within two weeks after the date of the first publication of this notice.

Dated at Westville on 13 January 2022.
Applicant: PETER EDWARD SNYMAN on behalf of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED
c/o HSG Attorneys Inc
15 Acadia Avenue
Westville
E-mail: jonick@hsginc.co.za
Tel. 031 266 7751

**SECTION 7 BELLA VISTA
JEFFREYS BAY
FORM JJJ****LOST TITLE DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Sectional Deed of Transfer No. ST5112/2012CTN passed by The Trustees for the time being of THE RESORTS OWNERSHIP PROPRIETARY TRUST Registration Nr. T734/1989 in favour of PETER EDWARD SNYMAN duly authorised hereto by a resolution of the Directors of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED Registration Number 1990/001787/07 in respect of Section 7 Bella Vista JEFFREYS BAY, in the Kouga Municipality which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the REGISTRAR OF DEEDS at KING WILLIAM'S TOWN, 113 Alexandra Road, King Williams Town, 5600, within two weeks after the date of the first publication of this notice.

Dated at Westville on 13 January 2022.
Applicant: PETER EDWARD SNYMAN on behalf of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED
c/o HSG Attorneys Inc
15 Acadia Avenue
Westville
E-mail: jonick@hsginc.co.za
Tel. 031 266 7751

**SECTION 7 BELLA VISTA
JEFFREYS BAY
FORM JJJ****LOST TITLE DEED**

Notice is hereby given in terms of Regulation 68 of the Deeds Registries Act, 1937, of the intention to apply for the issue of a certified copy of Sectional Deed of Transfer No. ST5683/2012CTN passed by The Trustees for the time being of FLEXI HOLIDAY CLUB in favour of PETER EDWARD SNYMAN duly authorised hereto by a resolution of the Directors of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED Registration Number 1990/001787/07 in respect of Section 7 Bella Vista JEFFREYS BAY, in the Kouga Municipality which has been lost or destroyed.

All persons having objection to the issue of such copy are hereby required to lodge the same in writing with the REGISTRAR OF DEEDS at KING WILLIAM'S TOWN, 113 Alexandra Road, King Williams Town, 5600, within two weeks after the date of the first publication of this notice.

Dated at Westville on 13 January 2022.
Applicant: PETER EDWARD SNYMAN on behalf of TRAFALGAR HOLIDAY RESORTS PROPRIETARY LIMITED
c/o HSG Attorneys Inc
15 Acadia Avenue
Westville
E-mail: jonick@hsginc.co.za
Tel. 031 266 7751

PERSONOONLIKE DIENSTE**KRUIEKENNER**

1435

A YOU FRUSTRATED AND HELPLESS FINANCIALLY
(DON'T Lose Faith, Try Mother Hope) Strongest Woman Healer
Get shortboys to put money in your account in 30min, Money Rats to put money inside your house, Magic Stick, Magic Ring for money games win big in lottery and soccer

Bring back lost lover, Stop cheating, stop divorce, Fix broken Marriage, find your soulmate, attraction charms, love potion

Get Job and pay after, Double your salary, Stolen Goods, Bind your Property/Business, attraction, Male Enlargement, Spiritual Healing and Praying

She also treats over the phone plus home visits
AROUND Eastern Cape.
MOTHER HOPE
Cell No.: 083 743 5785
whatsapp also available

Office space to rent in PROMED BUILDING

Exclusive professional and medical office space to rent in secure, upmarket building in Jeffreys Bay, available immediately.

Contact 042 293 1806 for more information.

NOTICE OF A WATER USE LICENCE APPLICATION FOR WATER SUPPLY BY MIMOSA FRUIT PROPERTIES (PTY) LTD

Notice is hereby given for the abstraction of water from the Gamtoos River/Water resource for irrigation purposes on Portion 5 of Draai Hoek 82, Humansdorp Rd, 6335.

Abstraction Point: Ptn 5 of Draai Hoek 82 Magisterial District: Gamtoos River Area to be irrigated: 27.7 ha of Citrus Water taken per name: 8 000m³/a Extent of the farm: Patensie

The Application has been submitted for a water use authorisation in terms of Section 40 of the National Water Act, 1998 (Act 36 of 1998) for irrigation purposes from the Gamtoos River Government Water Scheme. Any objections are to be lodged in writing within 30 days of the publication of this notice with the Department of Water and Sanitation:

Address : The Director : Mzimvubu-Tsitsikamma Proto CMA
Ms. Tabisa Fiko
P.O. Box 7019
East London
5200
Telephone : 043 701 0376
Email: FikoT@dws.gov.za

Applicant : Mimosa Fruit Properties (Pty) Ltd
P.O. Box 100
Patensie
6335

All comments or objections must be forwarded to the Director.

KOUGA MUNICIPALITY (EC108)**NOTICE NUMBER: 3/2022****VACANCY: MEMBERS TO THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE****Requirements**

The Municipality invites suitably qualified persons to submit their CV's and motivation for appointment as Members to the Municipal Public Accounts Committee (MPAC). Factors which will influence your appointment include:

Professional qualifications

- ☐ Proven expertise and experience in the fields of financial management, auditing, human resources, and legislation impacting upon local government.
- ☐ Willingness to serve the interests of the public in a responsible manner; and
- ☐ Understanding of local government issues and national development imperatives.

Candidates should possess the following qualities

- ☐ Independence, integrity, willingness to dedicate time and energy, good communication skills, analytical reasoning abilities, natural curiosity and objectivity.

Key functions

Persons interested in this function and who are eminently qualified therefore will be expected to render, amongst others, the following services:

Advising Council, MPAC, and the Municipal Manager on the following matters:

- ☐ Adequacy, reliability and accuracy of financial reporting and information
- ☐ Performance management
- ☐ Effective governance
- ☐ Compliance with the Municipal Finance Management Act No 56 of 2003 and other applicable legislation
- ☐ Performance evaluation
- ☐ Annual Review of the IDP
- ☐ Review the annual financial statements
- ☐ Annual Report
- ☐ Oversight Report
- ☐ Unauthorized, Irregular, Fruitless and Wasteful Expenditure
- ☐ Respond to Council on any issues raised by the Auditor-General
- ☐ Carry out any investigation into the financial affairs of the municipality as requested by MPAC

Term of Office and Remuneration

The term of office of the appointed candidates will be for the term of the Council, after which it will be reviewed by Council. Persons appointed to the Municipal Public Accounts Committee will be remunerated in terms of the National Treasury Guidelines.

Closing date for applications

Applications must be emailed to ddjager@kouga.gov.za before 12h00 on Friday, 21 January 2022.

Applications must be in writing, with a comprehensive CV, copy of qualifications and motivation. Enquiries may be directed to Dawie De Jager (Acting Deputy Municipal Manager) on 042 200 2200 or email ddjager@kouga.gov.za

C. DU PLESSIS
MUNICIPAL MANAGER
P. O. Box 21 | JEFFREYS BAY | 6330



Humansdorp offers a coastal lifestyle along the beautiful garden route, with low crime rates and great schools nearby.

Debtors Clerk

Key Performance Areas: The successful applicant will report to the Debtors Superintendent and be expected to perform the following tasks: Reconciling debtors' accounts; follow up on payments and processing deposits & credit notes.

Knowledge and Skills: This position requires an individual who has 3 to 4 years debtors or related experience preferably in a manufacturing environment. The applicant must have matric with a diploma / degree in Financial Management / B-Com OR any financial Certificate. The ability to communicate effectively with customers is a prerequisite. The successful applicant must be computer literate especially with Excel and previous experience of Navision & MS-Word.

Please note: A statement of results is not accepted, please submit a certified copy of the original Senior Certificate, ID and relevant qualifications.

APPLICATIONS CAN BE SENT TO:

Email: hr@woodlandsdairy.co.za Closing Date: 25 January 2022

www.woodlandsdairy.co.za



www.firstchoice.co.za

NETWORK

NETWORK 24

EXPRESS

EP MEDIA

FOR ANY PERSONAL ASSISTANCE WITH YOUR KOUGA EXPRESS ADVERTISING.

General, Property, Notices, Vacancy and Classified Adverts

Please Contact
TAMMARINE SCHARNECK
T: 042 293 2973
F: 042 293 3957
Email: tammarsine.scharneck@media24.com

EP Media en Media24 kan nie bevestig of enige van die geadverteerde dienste of produkte veilig is vir gebruik of die verlangde uitwerking of resultaat sal hê nie. Lesers word gewaarsku om die adverteerder se getuigskrifte deeglik te oorweeg en na te gaan. EP Media en Media24 aanvaar hoegenaamd geen aanspreeklikheid ten opsigte van enige van die geadverteerde dienste of goedere nie.

CURRICULUM VITAE**Leonie Mostert**

122 Noorsekloof Road, Wavecrest Jeffreys bay, South Africa
 +27 (0)42 2960826 (Home) +27 (0)82 4597270 (Mobile)
 leoniemos@telkomsa.net

SUMMARY OF QUALIFICATIONS

Creative Management Practitioner
(Neethling Brain Institute Practitioner Qualified)

Certified Fraud Examiner (NQF7)
(Member of the Association of Certified Examiners)
International membership no: 659337
South African membership no: 31470119

ADDITIONAL INFORMATION

Languages: **Afrikaans/English**
 Nationality: **South African**
 Driver's Licence: **Code 08**

Date of Birth: **11 February 1955**
 Marital Status: **Married**
 Health: **Excellent**

REFERENCES

References only in Jeffreysbay:

- **Mr Ian Terry**
28 Melkhout Street
Kabeljous

Cell No: 0825779616

- **Mr Charl du Plessis**
Mun Manager
Kouga Municipality

- **As I served on MPAC before – any person at the Kouga Municipality that might know me.**

Other references on request

EDUCATION AND TRAINING

Certified Fraud Examiner 2014 (NQF7)
NBI Practioner 2009
Business Leadership Development Programme 1997 (18 months with various models)
Decision base Diploma (Celemi) 1996
National Higher Secretarial Diploma 1974
National Senior Certificate 1972

Continued on Page 2/...

PERSONAL DEVELOPMENT COURSES / SEMINARS / WORKSHOPS

Attended and completed various internal and external training courses, seminars and workshops.

Project Management
Due Diligence
Decision Making
Competitive Business Intelligence Analysis
Customer and Customer Relations
Quality Management (Facilitator)
Labour Relations
Management of Occupational Safety
Management Orientation
Coaching Courses
Developing Business Cases

OLD MUTUAL BUSINESS SCHOOL:

Audit Control Functions
Chairing and Initiating Disciplinary Enquiries
Coaching for Managers (To ensure Management team is developed)
Management Development Programme (Career Choices and Talent Management)
MDP – Role Orientation
Modern Client Correspondence
Corporate Governances
Operational effectiveness and Operational Efficiency
Recruitment and Selection
Change Management
Interpersonal Skills
Leadership

Supporting Documents:-

1. Copy of CFE Certificate dated 14 September 2014
2. ACFE SA Certificate of Membership 2022 (Member since Sept 2014 – renewable each year)
(CPE credits need to be maintained annually to remain a member of both the South African and International Association).
3. Copy of NBI Practitioner Certificate

Continued on Page 3/...

PROFESSIONAL EXPERIENCE

Self Employed

January 2016-present
(Part-time from 2009 with consent of employer)

CREATIVE MANAGEMENT CONSULTANCIES **Creative Management Practitioner**

- Assist businesses with regards to continuous business improvement measures, looking at the holistic view of the business concern, internal business processes, customer care, staff development, staff training, sales training, and overall business development to increase revenue and profits, sales analysis, cost of sales, financial waste management and other expenses, in order to create and implement solutions to increase revenues and identify cost saving measures.
- Utilize Neethling Brain tools and instruments with regards to staff development, assessing and measuring skills, leadership, job design, negativity and organizational wellness.

MPAC KOUGA MUNICIPALITY

December 2016 –
07 January 2020
May – October 2021

BRIGHTROCK

June 2011 – December 2015

Brightrock (Pty) Ltd is part of South Africa's life insurance industry.

1 April 2011, after retiring from Old Mutual, I started unofficially at Brightrock, doing some research work whilst on vacation. Brightrock launched their Company name end May 2011. I was appointed permanently from 01 June 2011. The first year, prior launching to the public, many projects had to be put in place, of which I can proudly say I have been part of.

2012 – 2015 : Manager for the Northern Division (Pretoria, Free State, North West, Mpumalanga, Northern Cape.

Identified and investigated potential fraudulent cases.

OLD MUTUAL

January 1976 – March 2011

I Started as a Secretary in Graaff Reinet and retired as a Regional Manager.

April 1988 – December 1990 Manager in Graaff Reinet, District Offices in Adelaide, Cradock, Middelburg, Somerset East and Willowmore.

January 1991 – September 1995 : Manager in Pietermaritzburg, including Howick and Greytown,

October 1995 – August 1997 : Manager at one of the branches in Durban, with District Offices in Port Shepstone and Pine Town.

September 1997 – July 2001 : Regional Manager KZN

August 2001 – September 2004 : Regional Manager : Pretoria with branches in Pretoria, Limpopo, Mpumalanga and North West

Added Responsibility from October 2004 : National support Manager (Banks)

July 2006 – March 2011 : Restructured with my office being in Pretoria, however overseeing Freestate, North West and Northern Cape.

Continued on Page 4/...

PRIMARY FUNCTIONS

Human Resources Management

Co-ordinate and oversee the recruitment and Selection functions

-  **Signing-off appointments ensuring DTI targets are met**
-  **Unleashing the full potential of People.**
-  **Apply and oversee Performance Management Principles**
 - **Audited Processes to ensure that appointments, contracts, performance management and resignations were applied correctly.**
 - **Implemented Corrective Measures and ensured the ongoing maintenance thereof.**
 - **Disciplinary hearings (Chairing as well as training management team to represent Management)**
-  **Provide Leadership and Direction for Staff in designated areas**
-  **Assist with developing and ensuring implementation of business processes**

Implement and Maintained Business Plans

-  **Conducted Audits to ensure all processes were followed.**
-  **Audited FICA and FIAS to ensure compliancy**

Operational Finances

-  **Co-ordinated and Completed sales and expense budgets.**
-  **Monitor profit ratios, analysed and compiled statistics / reports**
-  **Conducted Financial audits to ensure business practices were aligned with the profit model.**
-  **Recommended appropriate corrective actions**

Identified and Investigated potential Fraudulent cases together with the Forensic Department.

Promoted Products and services with clients through relationship building

-  **Facilitate the development of systems to improve service to internal and external client**

BANTU ADMINISTRATION
(Graaff Reinet)

July 1975 - December 1975

Secretarial position

Reason for leaving: Better Opportunities at Old Mutual

VAN DER LINDE & KEMP (Attorneys)

January 1975 – June 1975

(Port Elizabeth)

Also worked part-time whilst studying. Company was informed that I will only be working for 6 months prior to my permanent appointment.

Certified Fraud Examiner



*Under and by virtue of the provisions of the bylaws of the
Association of Certified Fraud Examiners
this certificate is granted to*

Leonie Mostert

Given under our hands and the Seal of The Association

September 12, 2014

Attest: [Signature]
SM
Richard Brady
[Signature]



Barry H. Dwyer
James O. Ratzky
[Signature]
Ben Davis



CERTIFICATE OF MEMBERSHIP

This is to certify that

Leonie Mostert

having fulfilled the requirements for membership and having undertaken to subscribe to the Code of Ethics and the rules and practices of the ACFE has
been accepted as a

CFE

Membership Number: 31470119

For the period: 01 January 2021 to 31 December 2022

Given under our hands and Seal of the Association this 10 January 2022.

With all rights and privileges under the Bylaws of the ACFE SA Chapter.



De Wet Ferreira
ACFE SA President



Jaco de Jager, CFE
ACFE SA CEO



Solutionsfinding
South African Practitioner Certification

This is to certify that

Leonie Mostert

has successfully completed
the whole brain practitioner
training in:

The application of the
Neethling Brain Instrument

Klaus Neethling
PRESIDENT

SA010 - 1156

CERTIFICATE NUMBER

February 2009

CERTIFICATION DATE

To be verified with
Head Office: Info@solutionsfinding.com

EXPIRATION DATE

Adv. A. Klopper
17 Anaboom Crescent
Jeffrey's Bay
andries@primevaluers.co.za
082 268 1146

Mr C. Du Plessis
Municipal Manager
Kouga Municipality
P.O. Box 21
JEFFREY'S BAY
6330

18 January 2022

Per Email: ddejager@kouga.gov.za

**APPLICATION TO SERVE ON THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – KOUGA
MUNICIPALITY: NOTICE NUMBER 3/2022**

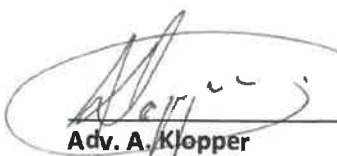
I humbly request your consideration of my application and thank you for your time pursuant to such.

My professional experience in both local government and the private sector has provided valuable perspective and comprehension of the functioning and challenges within these sectors.

When serving at Sol Plaatje Municipality I had on regular occasions appeared before its MPAC and had been responsible for the part preparation therefore as well as assisting the CFO and MM. Furthermore, I had served as acting CFO and acting MM which put me in direct contact and functioning with the executive management team and I developed a broad view and understanding of local government beyond financial services. I became very familiar with all applicable local government legislation as it governed, and to a large extent still governs, my daily activities. Because of my law degree and the absence of a qualified legal advisor at Sol Plaatje Municipality, I was also called upon on many occasions to assist with legal matters including compliance, interpretation, and implementation. I am still in regular contact with my ex-municipal colleagues around the country and have a sound network from which to draw additional information and wisdom. I submit that my experience is focused on the aims and objectives of the MPAC and that I can make a valuable contribution to the Committee, the Municipality, and the Community.

Thank you for your consideration of my application and I look forward to your communication.

Sincerely,


Adv. A. Klopper

2022

CURRICULUM VITAE

ADV. A. KLOPPER

Herewith a synopsis of abilities, career achievements, expertise and qualifications.

Andries Klopper

1/17/2022



SECONDARY EDUCATION

HIGH SCHOOL ATTENDED : Stirling High School
East London

HIGHEST STANDARD PASSED : National Senior Certificate

TERTIARY EDUCATION

* INSTITUTION : Technikon South Africa

STATUS : Complete

QUALIFICATION : National Diploma: Real Estate

* INSTITUTION : University of South Africa

STATUS : Complete

QUALIFICATION : LLB

* INSTITUTION : Outeniqua

STATUS : Complete

QUALIFICATION : National Certificate: Municipal Finance Management

RECENT PROFESSIONAL PURSUITS

ENTREPRENEUR

I floated a company which provides a diverse range of Government and Private Sector advisory services as well as Property Valuations. I have also partnered with ESRI South Africa in developing software for a Municipal Property Rates Act Management System which includes computer assisted mass appraisal for the generation of general and supplementary valuation rolls.

EXPERIENCE AND DUTIES AND RESPONSIBILITIES

- Consolidated Billing
- Customer Services
- Debtors Control
- Debtors' Management
- Property and Other Taxation
- Valuations
- Miscellaneous Billing
- Data Validation and Prepayment Metering
- Tariff modelling
- Labour Relations
- Ensure the provision of a complete, properly referenced and readily accessible record of properties (General Valuation Roll) within the boundaries of the Sol Plaatje Municipality
- Perform strategic interventions into identified areas of process weakness
- Receive auditors from the Auditor General's Office annually
- Prepare and submit reports to the Chief Financial Officer on financial matters by compiling relevant data and statistics and recommend what action to be taken
- Assist in the development of strategy and action plans by compiling monthly financial reports, statistics and exception reports to provide efficient support to all Directorates
- Interpretation of relevant statutes and constantly keeping abreast of all changes made in legislation and ensure that the changes are implemented and adhered to by staff by holding monthly meetings with Management Team in order to ensure compliance
- Liaise with the Chief Financial Officer on the legal implications of various contracts and other matters to ensure compliance
- Provide implementation scenarios to the Chief Financial Officer for consideration
- Ensure that the draft budget relevant to the Revenue Department is transparent and supported by a synopsis of methodology and illustrative material by preparing spread sheets and information explaining how revenue estimates, tariff increases etc. are calculated
- Provide support to the Executive Director, Accounting Officer, Mayor and Councillors during the public participation processes
- Ensure a competitive relationship with other municipalities by researching these municipalities draft budgets, and using these results to make comparisons to SPM's budget.

- Currently serving as the Chairperson of the Valuation Appeal Board for the Namakwa District
- Currently serving as the Municipal Valuer (tender award) for the Drakenstein Municipality
- Serve as Chairperson of Disciplinary Appeal Hearings, Disciplinary Hearings, and Grievance Hearings
- Conducted training seminars as invited by the Institute of Municipal Finance Officers and have also been published in the IMFO magazine
- Managed the Local Government: Municipal Property Rates Act implementation at Sol Plaatje Municipality
- Consulted by the Bishop of the Kimberley Anglican Diocese on labour matters involving its affiliate school
- Prepared contracts of employment, codes of conduct and other related documents for the creation of a private school – St Cyprian's Grammar School (which has now been in existence for 8 years)
- Co-signatory on Sol Plaatje Municipal Bank Account cheques

PROFESSIONAL REGISTRATIONS AND ADMISSIONS

Advocate of the High Court

Professional Valuer (4457/4) – South African Council for the Property Valuers Profession

REFERENCES

Name	Designation	Company	City	Contact	E-mail
Mr O. Cronje	Director	Van De Wall Incorporated	Kimberley	053 830 2900	oban@vanwall.co.za
Mr J.J. Nel	Manager: Property Taxation	Sol Plaatje Municipality	Kimberley	053 830 6507	knel@solplaatje.org.za
Mrs Z. Mahloko	Chief Financial Officer	Sol Plaatje Municipality	Kimberley	082 756 5659	zlmahloko@solplaatje.org.za

Documentation (e.g. qualification certificates, letters of appointment to serve on Committees or as Acting CFO, job descriptions, etc.) in support of the information contained herein is available at request for verification when required.



Adv. A. Klopper

LLB, N.DIP:RE, P.V. 4457



**SOUTH AFRICAN COUNCIL FOR THE
PROPERTY VALUERS
PROFESSION**

This is to certify that

ANDRIES KLOPPER

is registered as

Professional Valuer

In terms of section 20(2)(a) of the
Property Valuers Profession Act, 2000

DATE OF REGISTRATION AS: Professional Valuer: 19 November 2018

DATE OF ISSUE: 10 January 2019

PERIOD OF VALIDITY: 19 November 2018 - 30 June 2023



REGISTRATION No: 4457




JF Cloete
President


MC Seola
Registrar

GP 5 61/802734

J 36
(81/802734)

**IN DIE HOOGGEREGSHOF VAN SUID-AFRIKA
IN THE HIGH COURT OF SOUTH AFRICA**

NORTHERN CAPEAfdeling
Division

VOOR SY EDELE
BEFORE THE HONOURABLE **ACTING JUDGE HUGHES-MADONDO**

Te **KIMBERLEY** hede die **18TH** dag van
At , this day of

NOVEMBER jaar
year... **2011**

NADEMAAL DIT GEBLYK HET DAT
IT APPEARING THAT

ANDRIES KLOPPER

bevoeg is om ingevolge die Wet op die Toelating van Advokate, 1964 (Wet 74
is duly qualified in terms of the Admission of Advocates Act, 1964 (Act 74 of

van 1964), toegelaat te word om as advokaat van die Hooggeregshof van Suid-Afrika
1964), to be admitted and authorised to practice and to be enrolled as an advocate

te praktiseer en ingeskryf te word, word hiermee gelas dat sy/haar naam as sodanig
of the High Court of South Africa, it is hereby ordered that his/her name

deur die bevoegde beampte op die Rol aangeteken word.
be Enrolled as such by the proper officer.



OP LAS VAN DIE HOF
BY ORDER OF THE COURT

Griffier
Registrar

MRS K MINNAAR



TECHNIKON SA

NATIONAL DIPLOMA

REAL ESTATE (PROPERTY VALUATION)

Is awarded to

ANDRIES KLOPPER

Date of Birth

1973/01/12

Student Number

96154753

with effect from

2000/08/01

Registrar

No. ND **4330**

Principal / Vice Chancellor



We certify that

ANDRIES KLOPPER

*having complied with the requirements of the Higher Education Act
and the Institutional Statute, was admitted to the degree of*

BACHELOR OF LAWS

*at a congregation of the University
on 6 May 2011*

M. K. Mkhwanza

ice-Chancellor

M. K. Mkhwanza



[Signature]

Executive Dean



NATIONAL CERTIFICATE

This is to certify that

ANDRIES KLOPPER

I.D. Number

7301125172085

has achieved competence against the following SAQA Registered qualification

Certificate: Municipal Financial Management

SAQA registration number 48965

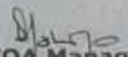
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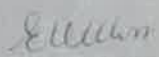
NQF Level 6

for

166 Credits

with the Local Government Sector Education Training Authority


ETQA Manager


CEO: LGSETA

2012/11/22

Date of Issue

Issued without alteration or erasure as an original copy



Certificate No: 01666

REPORTS BY
THE
PORTFOLIO
CHAIRPERSON:
INFRASTRUCTURE &
ENGINEERING

KOUGA MUNICIPALITY (EC 108)**ORDINARY COUNCIL MEETING****INFRASTRUCTURE AND ENGINEERING****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/I&E16****ACCEPTANCE OF R12.5 MILLION FUNDS FOR MUNICIPAL DROUGHT RELIEF AS RECEIVED FROM COGTA AND RE-ALLOCATION OF UTILIZATION****1. Introduction**

The purpose of this report is to request the Council to acknowledge the drought funding of R12.5 million received from COGTA as per Circular No 2 of 2022.

2. Background

The Department of Co-Operative Governance (COGTA) has, after assessing the magnitude of the current drought in the Eastern Cape, classified the drought as a national disaster, in terms of the Disaster Management Act (Act 57 of 2002) and which classification was published in the Government Gazette No 44876 on 20 July 2021.

As such municipalities were requested to submit Business Plans to COGTA for the Municipal Disaster Relieve Grant of 2021.

The municipality subsequently submitted their Business Plan (Attached as **Annexure A**). The list of projects for which Kouga requested funding consisted of borehole development, treatment of saline water, groundwater exploration, including drilling of boreholes, expanding existing borehole fields, a desalination plant for St Francis Bay and the upgrading of the Jeffreys Bay water treatment works. The projects covered all the areas within the greater Kouga municipal area.

In the Circular No 2 of 2022 as issued by COGTA (Attached as **Annexure B**), Kouga was allocated R12,500,000.00 for the development and equipping of four boreholes in Humansdorp.

3. Discussion

Development of the boreholes has already been initiated in Humansdorp. Zutari is the appointed Consulting Engineer and Ikhono Civils the contractor. The funding of R12.5m will be directed to this project which is intended to connect the borehole water to the Humansdorp Water Treatment works.

4. Financial Implications

The R12.5 million as allocated by COGTA is to be approved by Council and reflected in the 21/22 Adjustments Budget.

5. Legal implications

None.

6. Recommendation

- 6.1 That the Council accept the COGTA Drought Disaster Funding of R12.5;
- 6.2 That the funding be written into the Adjustments budget for the 21/22 FY;
- 6.3 That the funding be allocated towards the Humansdorp Borehole project as approved by COGTA

Item prepared by Area Engineer: 

Item approved by the Acting Director: I & E



Item approved by the Portfolio Councillor:



MUNICIPAL DISASTER RELIEVE GRANT BUSINESS PLAN 2021

PART 1: ROGRAMME INFORMATION

- 1.1 **Name of project:** **KOUGA MUNICIPALITY MUNICIPAL DISASTER RELIEF GRANT**
- 1.2 **Municipality Name:** **KOUGA MUNICIPALITY EC108**
- 1.3 **Contact Person:** Mr. Charl du Plessis
- 1.4 **Contact details:**

Postal address: P.O. Box 21
JEFFREYS BAY
6330

Physical address: 33 Da Gama Road
JEFFREYS BAY

Telephone no. 042 200 2200
Facsimile no. 042 200 8601
e-mail address jreed@kouga.gov.za and registry@kouga.gov.za

- 1.5 **Location of project:** Kouga Local Municipality (EC108)

The Kouga Local Municipality (KLM) located in the Province of the Eastern Cape of South Africa, approximately 80 km west of Port Elizabeth, and forms part of the Sarah Baartman District Municipality. Its territory includes the coastal zone between the Van Stadens River in the east and the Kromme River in the west and stretches inland towards the Baviaanskloof Mountains in the north.

Regional access to the area is obtained via the N2 National Route from Port Elizabeth to Cape Town. The Water Service Provider in this area is the Kouga Local Municipality.



1.6 Project background:

Due to the prolonged drought conditions and low rainfall, the major storage dams serving the area have reached critical low levels. If the current drought conditions persist it will have disastrous and far-reaching negative implications for the entire western region of the Eastern Cape Province and the Kouga area as a whole.

The Department of Co-Operative Governance after assessing the magnitude and severity of the drought classified the drought as a national disaster, in terms of the Disaster Management Act (Act 57 of 2002), and which classification was published in the Government Gazette No 44876 on 20 July 2021.

1.7 Project objectives:

To obtain and allocate financial assistance to implement and provide emergency drought relief measures in the form of ground water exploration, development and equipping of boreholes within the affected towns in the Kouga Jurisdictional Area.

The objectives of this initiatives have been determined as follows:

1. Ensure sustainable provision of domestic water supply to communities.
2. Ensure and promote safe and healthy environment for the communities
3. Improve water use efficiency of remaining existing water resources.
4. Improve the efficiency and functionality of existing infrastructure
5. Improve the sustainability of existing water supply schemes

1.8 Area of focus

1. Hankey and Patensie: where raw water is supplied from the Kouga Dam, which is currently at a historical and alarmingly low level, the lowest level since the dam has been constructed
2. The towns of Loerie and Thornhill areas where water is supplied from the Loerie waterworks via the Summit pipeline, which infrastructure is operated and maintained by the Nelson Mandela Metro
3. St Francis Bay/ Cape St Francis: To develop existing natural springs/groundwater to reduce usage from the already stressed Churchill Dam scheme
4. Humansdorp: Development of groundwater to augment and reduce usage from the already stressed Churchill Dam scheme
5. Jeffreys Bay: augment domestic water supply with groundwater to reduce usage from Churchill Dam scheme.

1.9 Potential health, environmental, social economic and safety risks

1. The potential of health hazards to residents due to limited potable water supply.
2. The potential spread of waterborne disease due to limited or no water for sanitary use, eg flushing of toilets.
3. There is a real potential for public discontent and frustrations which can lead to violence and unrest in the event of residents having to contest for limited or non-availability of water for domestic use.
4. To prevent and limit potential environmental pollution of natural resources due to sewerage blockages/spillages because of no water for sanitation purposes.

5. The drought will result in job losses and income, especially in the agricultural sector which will lead to increase in crime and social decay. An estimated 3000 jobs have already been lost in the agricultural sector.
6. Farmers are unable to plant "cash crops" with the consequent food security and employment risk.

1.9 Status of major supply dams levels (surface water)

As at 22 October 2021 the levels of the main supply dams were

Dam	Level	Source of supply to towns
Kouga Dam	6,57%	Patensie, Hankey
Churchill Dam	13,85%	Humansdorp, St Francis, Jeffreys Bay
Impofu Dm	17,12%	Humansdorp, St Francis, Jeffreys Bay
Loerie Dam	34.41%	Loerie , Thornhill

No significant rainfall is predicted in the catchment areas of the major storage dams, in foreseeable future. This will result that no abstraction/release of water from dams will be possible as indicated in table below:

Dam	Envisaged date	Area to be affected
Kouga/Loerie Dam	November 2021	Patensie, Hankey, Thornhill ,Loerie
Churchill Dam	December 2021	St Francis Bay, Humansdorp, Jeffreys Bay
Impofu Dam	December 2021	St Francis Bay, Humansdorp, Jeffreys Bay

1.10 Kouga Municipality current status of water demand and supply

Current Scenario with restrictions in place: Water source KI/day				
Town	Current Average Daily Water Demand KI/day	Surface water	Ground water	Shortfall KI/day
Patensie	1372	631	540	201
Hankey	1635	677	740	218
Loerie	1250	1062	0	188
Thornhill	650	533	0	117
Oyster Bay	355	0	355	0
Jeffreys Bay	8143	5243	2500	400
Humansdorp	6746	4446	2300	276
St Francis Bay	2616	1572	259	785

Scenario DAY ZERO : Water source Kl/day				
Town	Current Average Daily Water Demand Kl/day	Surface water	Ground water	Shortfall Kl/day
Patensie	1372	0	540	832
Hankey	1635	0	740	865
Loerie	1250	0	0	1250
Thornhill	650	0	0	650
Oyster Bay	355	0	355	0
Jeffreys Bay	8143	0	2500	5643
Humansdorp	6746	0	2300	4446
St Francis Bay	2616	0	259	2357

1.11 Operational Plan

1.11.1 Implementation of water restriction and water shedding/ Water trucking

Water scheme Area	Schedule of Restrictions
Gamtoos Irrigation Board – Patensie and Hankey	50% of Quota
Loerie Dam/Summit Pipeline – Loerie and Thornhill	Water supplied by Nelson Mandela Metro 85% restriction on allocation
Churchill/Impofu – Humansdorp, Jeffreys Bay and St Francis Bay	Water supplied by Nelson Mandela Metro 70% restriction on allocation

Council approved punitive water tariffs is being implemented (Part C – highest water tariff scheme)

Water shedding is being implemented in the towns of Patensie and Hankey since 2017. The water provided to residents via the reticulation system for 3 hours in the morning and 3 hours in the afternoon.

Water collection station (6 off) is in place in Hankey consisting of 4 x 5000lt each station and water is distributed by means of water trucks to the communities daily.

Water is also distributed to communities of Loerie and Thornhill die to erratic water supply from the Metro Summit pipeline.

1.11.2 Water conservation and demand management

- a) Leak detection and repair programme
- b) Assistance to the poor programme to fix leaks beyond the meter in low- income residential areas
- a) Leak repairs at schools, clinic and community halls

1.11.3 Public awareness campaigns

- a) Social media campaigns on our facebook page and twitter page
- b) Newspaper adverts in the Kouga Express weekly
- c) Pamphlets distributed at schools, clinic and SASSA paypoints
- d) Loud hailing
- e) Campaigns on local radio stations
- f) Outreach at school, community halls

1.11.4 Clearing alien vegetation from natural ground water springs in Humansdorp

All the above initiatives are currently being implemented and funded by Kouga Municipality making use of operational budget as re prioritised by Council on 30 September 2021 during Drought adjustment budget.

1.12.1 Previous interventions Kouga all water schemes

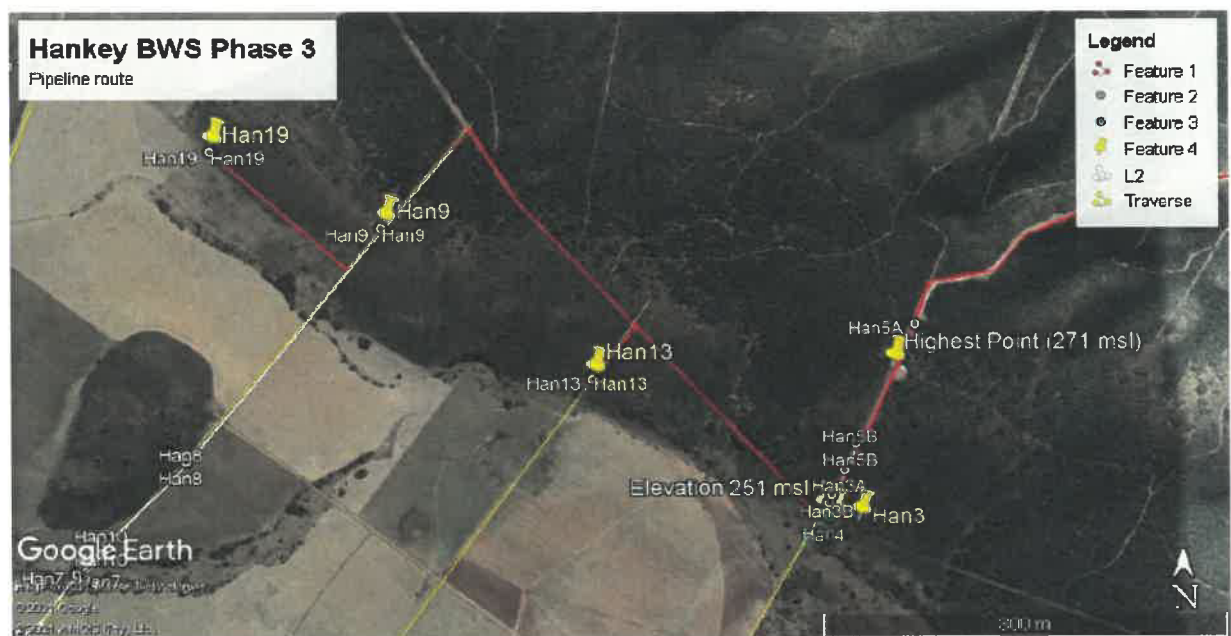
The previous WSIG drought disaster funding enabled the Municipality to embark on groundwater development during 2018/2019 and this has enabled the community to have additional supply as indicated in the table below. This additional supply will now be the only source of water available for the communities as the supply for the Algoa Water Supply Scheme dries up.

Town/Area	Average Daily Demand (kl/day)	Additional supply from new boreholes (kl/day)	Percentage of current demand	Connected to water scheme
Oyster Bay	355	233	66%	Yes
Patensie	1372	605	44%	Yes
Hankey Ph 1 and 2	1635	810	48%	Yes
Hankey – Soetkloof Borehole field		510	31%	No – Boreholes drilled need to be equipped and connect . No funding to connect boreholes to system
Jeffreys Bay	8143	4320	53%	Partial -Require treatment to remove Iron and Manganese
St Francis/ Cape St Francis	2616	259	10%	Yes
Humansdorp (Water obtained from natural springs in Kruisfontein – new mini treatment plant	6746	500	7%	Yes – Treated by new mini treatment plant
Humansdorp (Boreholes drilled North East of N2 near Melkhout substation)		1700	25%	No - Drilled and tested need to be equipped and connect to treatment works No Funding to connect boreholes to system

1.13 Drought mitigation water augmentation projects

In order to develop and secure additional sources of groundwater to ensure continuous domestic water supply to communities, the following urgent interventions are required:

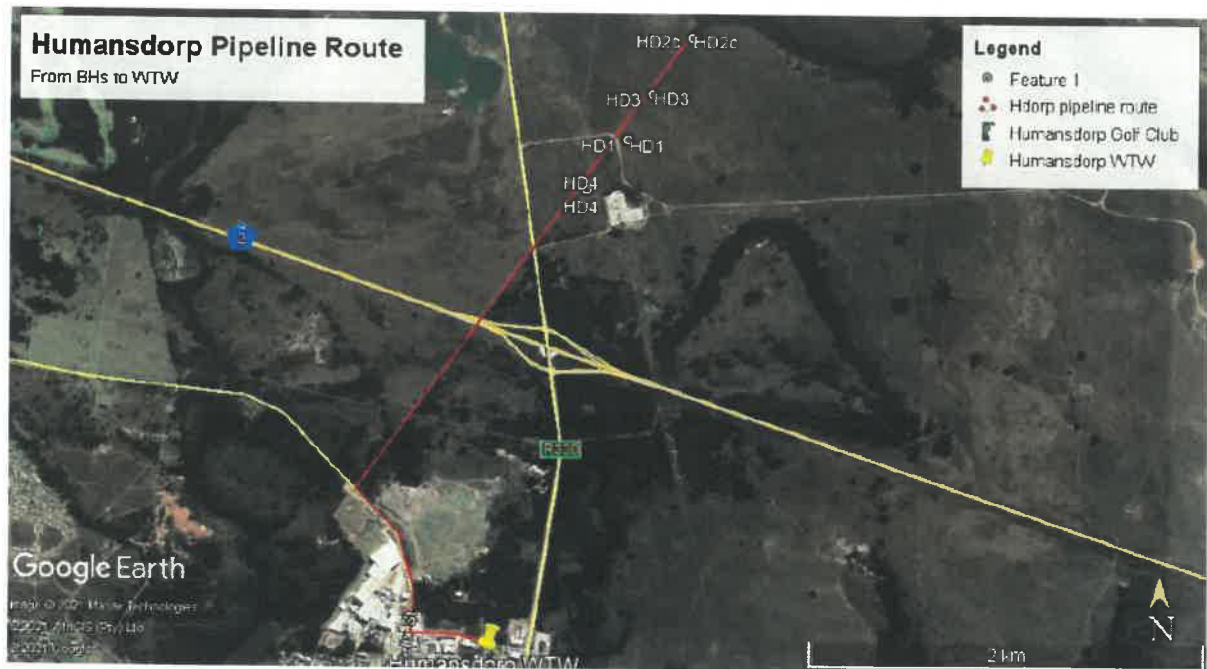
- 1.13.1 Hankey: Development of existing borehole field to the west of Hankey located on private property, equipping of said boreholes with pumps and electrical supply, and installation of conveyance infrastructure to connect boreholes to water treatment works/network. Treatment of water from existing boreholes which is high salinity at the Hankey water treatment works. **Boreholes are already drilled and pump tested to determine sustainable yields.**



Length of pipeline from HAN 19 to existing kiosk = 1.84 km

- 1.13.2 Loerie and Thornhill: Groundwater exploration and drilling of boreholes to augment water supply to Loerie and Thornhill
- 1.13.3 St Francis Bay/Cape St Francis: To develop existing groundwater/boreholes located on the Eskom and the St Francis Bay links properties to the west of St Francis Bay and equipping thereof.

- 1.13.4 Humansdorp: Expand and Development of existing borehole field to the north-east of Humansdorp (near Melkhout electrical substation), equipping of boreholes with pumps, and installation of conveyance infrastructure to connect boreholes to water treatment works/network. **4 x Boreholes already drilled and pump tested to determine sustainable yields.**



Length = 4.11 km

Distance from existing boundaries = 2 m (where possible)

Strip survey required along pipeline route (5 m wide)

Felix Street & Bosbok Street – include all street furniture & municipal services.

- 1.13.5 Jeffreys Bay: Upgrade water treatment plant to remove dissolved iron and manganese from the groundwater and to create additional treatment capacity.

1.14. Performance and implementation monitoring (management strategy):

- 1.14.1. Joint operations and implementation team will be established between comprising officials from two directorates, namely Infrastructure and Engineering and Community Services (Disaster Management) to identify problem areas, risks and manage the project.
- 1.14.2 The appointed professional service providers, specialists and contractors will form part of the team.
- 1.14.3 Formal meetings take place and form the core basis for monitoring and evaluation of all projects

1.15 Procurement

- 1.15.1 The mechanisms for procurement will be in accordance with the Municipal Finance Management Act (Act No56 of 2003) and will follow the Supply Chain Management Regulations and Policy of the Kouga Local Municipality.
- 1.15.2 The municipality will adhere to all reporting requirements as set out in the conditions of the grant as per DoRA, if grant funding is approved.

1.16 Expenditure monitoring:

1.16.1 Expenditure monitoring will be the responsibility of the Chief Financial Officer.

1.17 Project Evaluation and Reporting

1.17.1 The municipality will adhere and comply with all reporting and statutory requirements.

1.18 Project readiness

1.18.1 Hankey Borehole project

- 3 x Boreholes already drilled; sustainable yield determined through pump testing
- Professional service provider appointed completed (Funded Kouga Local Municipality)
- Designs and tender documentation completed (Funded Kouga Local Municipality)
- Tender process completed (Funded Kouga Local Municipality)
- Potential 510kl/day available.
- Implementation of construction phase outstanding -**Funding required**

1.18.2 Hankey Treatment of poor borehole water to acceptable SANS Standards

- PSP appointment outstanding -**Funding required**

1.18.3 Loerie and Thornhill

- All specialist services providers appointed to undertake Geophysics- In progress (Funded Kouga Local Municipality)
- Appointment of drillings and civil contractors outstanding - **Funding required.**

1.18.4 Humansdorp 4 x boreholes

- 4 x Boreholes already drilled; sustainable yield determined through pump testing
- Professional service provider appointed completed (Funded Kouga Local Municipality)
- Designs and tender documentation completed (Funded Kouga Local Municipality)
- Tender process completed (Funded Kouga Local Municipality)
- Potential 1700kl/day available.
- Implementation of construction phase outstanding -**Funding required**

1.18.5 Jeffreys Bay Treatment of poor borehole water to acceptable SANS Standards

- PSP appointment outstanding -**Funding required**

1.18.6 St Francis Bay Treatment of poor-quality borehole water and desalination to acceptable SANS Standards

- PSP appointment outstanding -**Funding required**

PART 2: PROJECT AND FINANCIAL INFORMATION

2.1 Annexure A - Estimated Cost projections: Kouga Municipality (EC 108)

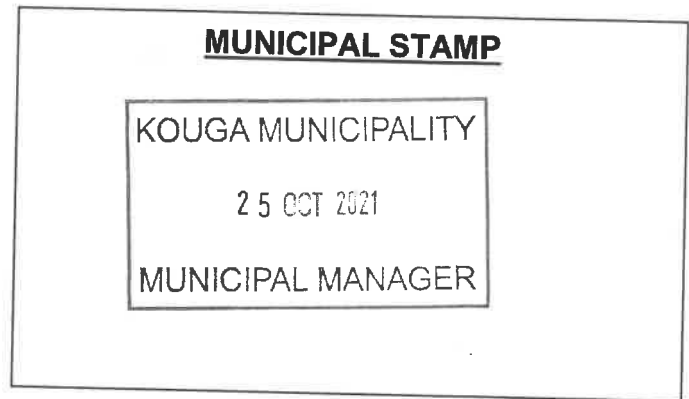
Kouga Municipality Emergency Drought Mitigation Relief Interventions				
Town	Project	Cost Estimate	Estimated additional water (kl/day)	No of households to benefit from intervention
Hankey	Development of existing borehole field to the west of Hankey, equipping of existing boreholes with pumps and electrical supply, and installation of conveyance infrastructure to connect boreholes to water treatment works/network	R5,700,000.00	510 kl/day	3,127 Households 4 x schools 2 x clinics Boreholes already drilled and yield tested
Hankey	Treatment of additional saline borehole water at the Hankey water treatment works to within SANS 241 standards	R 12,000,000.00		Treat total of 1 600kl/day borehole water from Soetkloof
Thornhill	Groundwater exploration, drilling and equipping of boreholes	R 3,500,000.00		510 x Households 1 x School 1 x Clinic 1 x creche
Loerie	Groundwater exploration, drilling and equipping of boreholes	R 2,500,000.00		700 x Households 1 x clinic 1 x School
Humansdorp	Expand and Development of existing borehole field to the north-east of Humansdorp (near Melkhout electrical substation), equipping of boreholes with pumps, and installation of conveyance infrastructure to connect boreholes to water treatment works/network	R 12,500,000.00	1 700kl/day	8,229 Households 2 x hospitals 7 x schools Boreholes already drilled and yield tested
St Francis Bay/Cape St Francis	To develop existing groundwater/boreholes located on Eskom and the St Francis Bay links properties to the west of St Francis Bay and equipping thereof.	R 10,000,000.00		3,800 Households 1 x school
St Francis Bay/Cape St Francis	Desalination plant for St Francis Bay 2 Ml/day	R 20,000,000.00		2500 Household
Jeffreys Bay/Aston bay/Paradise Beach	Upgrade water treatment plant to remove dissolved iron and manganese from the groundwater and to be able to treat additional capacity -	R 14,000,000.00	4 320kl/day	10,326 Households 5 x schools 1 x hospital Treatment of existing boreholes water

3. Municipal ownership and authority over the project:

I, **Charl du Plessis** the Municipal Manager hereby confirm that having been duly authorised and instructed by Kouga Council. I also hereby declare that any funds received shall not be used for any purposes other than that/those stated in this application.

**MUNICIPAL MANAGER**

Date: 25/10/2021



NDMC CIRCULAR

TO : **ORGANS OF STATE – EASTERN CAPE PROVINCE**
HEAD: DEPARTMENT OF COOPERATIVE GOVERNANCE
AND TRADITIONAL AFFAIRS
HEAD: PROVINCIAL DISASTER MANAGEMENT CENTRE
HEAD: PROVINCIAL TREASURY

CIRCULAR NO. : **NO. 2 OF 2022**

SUBJECT : **FUNDING ALLOCATION FOR DROUGHT INTERVENTION**
MEASURES FROM THE MUNICIPAL DISASTER RELIEF
GRANT: 2021/2022 FINANCIAL YEAR

This document serves to inform the Eastern Cape Province on the approved total allocation of **R125 982 000** from the Municipal Disaster Relief Grant (MDRG) within the Department of Cooperative Governance (DCOG) through the National Disaster Management Centre (NDMC) for drought intervention measures within respective municipalities. Proof of transfer will be made available once the funds have been transferred.

Purpose of the approved funding

The purpose of the approved funding is to augment the resources of the affected municipalities for drought intervention measures. The details of the approvals and the prioritised projects as per the request of the municipality supported by the Provincial Disaster Management Centre (PDMC) are reflected in the table below:

Grant beneficiaries	Descriptions for Approved Projects	Approved funds
1. Amathole District Municipality on behalf of Mquma and Mbashe Local Municipalities	a) Emergency water supply to Mkhonkhoto village	R 1 507 000.00
	b) Emergency water supply to various villages in Mbashe and Mquma Local Municipalities	R11 700 000.00
Total	2 projects	R13 207 000.00
2. Dr Beyers Naude LM	a) Groundwater development in Rietbron	R 2 036 000.00
	b) Groundwater development - Jansenville	R 2 151 000.00

	c) Groundwater development Klipplaat	R 1 870 000.00
Total	3 projects	R6 057 000.00
Kouga Local Municipality		
	a) Development and equipping of 4 boreholes in Humans Dorp	R12 500 000.00
Total	1 project	R12 500 000.00
Kou-Kamma Local Municipality		
	a) Ground water development Kareendouw.	R 4 761 000.00
	b) Raw water abstraction for Storms river	R 1 619 000.00
Total	2 projects	R 6 380 000.00
Makana Local Municipality		
	a) Ground Water Development (Seven Fountains, Manley Flats)	R2 200 000 .00
	1 project	R2 200 000.00
Sundays River Valley Local Municipality		
	a) Ground water development in Bergsig	R 5 368 000.00
	b) Raw water storage in Glenconnor	R 2 212 000.00
Total	2 project	R7 580 000.00
Ndlambe Local Municipality		
	a) Water conservation and water management	R 7 529 000.00
	b) Upgrading and equipping of East Bank Dunes	R 7 700 000.00
Totals	2 projects	R15 229 000.00
Nelson Mandela Bay Metropolitan		
	a) Transfer of Stanford and Motherwell pump station boost.	R 57 829 000.00
Total	1 project	R 57 829 000.00
Chris Hani District Municipality on behalf of Ngcobo Local Municipality		
	a) Augmentation of water supply for Cobosi area	R5 000 000.00
	1 project	R5 000 000.00
TOTALS	15 PROJECTS	R 125 982 000.00

The approved funds should be spent within six (6) months from **February – July 2022**. **The funds must solely be utilised for the approved purposes as outlined above and may not be used for any other purposes e.g. compensation, travel and subsistence payments to employees, etc.** In cases of funding shortfalls, the grant recipients should make arrangements from own resources to ensure completion of projects as there are no arrangements to cater for such within the Disaster Relief Grants.

The MDRG is a conditional grant and the municipality and relevant organs of state are urged to comply with the provision of the Division of Revenue Act, 2021 (Act No. 9 of 2021) (DORA), the Municipal / Provincial Disaster Relief Grant Framework of 2021/2022 (**Annexure A**), the Public Financial Management Act, 1999 (Act No. 1 of 1999) (PFMA), Municipal Financial Management Act, 2003 (MFMA) (Act No. 56 of 2003), the Disaster Management Act, 2002 (DMA) (Act No. 57 of 2002) including other related legislative prescripts.

Notable is that the approved funds are for immediate utilisation by the grant recipient prior to being published by notice in the Gazette by National Treasury as per Section 25 (3) (c) of DORA. The Provincial Treasury is therefore requested to provide support in that regard.

A Compliance Certificate to be signed by the Municipal Manager and returned to the NDMC by 25 February 2022 (Annexure B) including the templates for the monthly, quarterly and closeout/ final reports (**Annexure C**) to be submitted by the municipality to the NDMC through the PDMC on the approved funding allocation are attached.

Annexures:

Annexure A: Municipal Disaster Relief Grant Framework – 2021/2022

Annexure B: Compliance certificate to be completed by the Accounting Officers

Annexure C: Reporting templates for the Municipal Disaster Relief Grant

You may contact the Director: Disaster Response Coordination; Ms Motlalepula Pitso on Tel: (012) 848 4606; Cell: 060 984 5939 or Email: MotlalepulaP@ndmc.gov.za in the event that further clarity is required on this matter.

REPORTS BY
THE
PORTFOLIO
CHAIRPERSON:
PLANNING
AND
DEVELOPMENT

KOUGA MUNICIPALITY (EC 108)**ORDINARY COUNCIL MEETING****PLANNING, DEVELOPMENT & TOURISM****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/PDT5****SPONSORSHIP/ PARTNERSHIP AGREEMENT FROM BS SPORT (PTY) LTD T/A AMANZI CHALLENGE REQUESTED TO CO- HOST ST FRANCIS AMANZI CHALLENGE**1. Purpose

The purpose of this item is to report back on the progress of the BS Sport (Pty) Ltd T/A Amanzi Challenge Sponsorship/ Partnership Agreement requested to co-host the St Francis Amanzi Challenge, presented at the Portfolio Committee Meeting held on Tuesday, 8 June 2021.

2. Background

The event organizer, Mr. Nkwinti presented a proposal for a sponsorship/partnership agreement between BS Sport (Pty) Ltd T/A Amanzi Challenge and Kouga Local Municipality. The committee advised him to submit an event application to the Kouga Local Municipality Events Committee for approval to stage the event in Kouga before the proposal can be submitted for support by Council.

An events application for the St Francis Amanzi Challenge, scheduled to take place in St Francis Bay and Cape St Francis from 19 – 21 March 2022, was submitted and presented at the 19 November 2021 events committee meeting. The event was approved upon the below conditions at the 19th of November 2021 Events Committee Meeting.

For reference of the above item please see attached **Annexures** as follows:

Annexure A

Original Sponsorship Proposal

Annexure B

Event Plan

Annexure C

Kouga Local Municipality Events Approval Letter

Annexure D

Revised Sponsorship Proposal

3. Comments by Director Planning, Development and Tourism

Item supported

4. Financial Implications

R 355 000 (Three Hundred and Fifty-Five Thousand Rand)

5. Legal Implications

Section 67 of the MFMA reads as follows:

Funds transferred to organisations and bodies outside government
67.

(1) Before transferring funds of the municipality to an organisation or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organisation or body—

(a) has the capacity and has agreed—

(i) to comply with any agreement with the municipality;

(ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;

(iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and

(iv) to submit its audited financial statements for its financial year to the accounting officer promptly;

(b) implements effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement;

and

(c) has in respect of previous similar transfers complied with all the requirements of this section.

(2) If there has been a failure by an organisation or body to comply with the requirements of subsection (1) in respect of a previous transfer, the municipality may despite subsection (1)(c) make a further transfer to that organisation or body provided that—

(a) subsection (1)(a) and (b) is complied with; and

(b) the relevant provincial treasury has approved the transfer.

(3) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

(4) Subsection (1)(a) does not apply to an organisation or body serving the poor or used by government as an agency to serve the poor, provided—

(a) that the transfer does not exceed a prescribed limit; and

(b) that the accounting officer—

(i) takes all reasonable steps to ensure that the targeted beneficiaries receive the benefit of the transferred funds; and

(ii) certifies to the Auditor-General that compliance by that organisation or body with subsection (1)(a) is uneconomical or unreasonable.

6. Recommendations

- 6.1 That Council approves funding amount of R 355 000 (Three Hundred and Fifty-Five Thousand Rand) excluding vat, subject to the St Francis Amanzi Challenge, it being hosted in Kouga LM area.
- 6.2 That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with BS Sport (Pty) Ltd) T/A Amanzi Challenge in respect of sponsorship stated in (7.1) above.
- 6.3 That Amanzi Challenge submits a pos-event report to Kouga Municipality.

Item prepared by LED & Tourism -Events Coordinator

Item approved by Director PD&T:



Item noted by Portfolio Chairperson: PD&T:



ANNEXURE A



Ms. F. Mabusela

Director LED

Kouga Local Municipality

J Bay

Date: 01 June 2021

Re: 2022 St Francis Bay Amanzi Challenge proposal. (March-18-21- 2022)

1. BACK GROUND.

BS Sports (Pty) Ltd trading as Amanzi Challenge started operating in 2017 promoting Sports Tourism in Port Alfred Ndlambe Local Municipality in the Sunshine Coast Route. This is an annual International event that runs over 10 days, full of action and showcasing the beauty of the Eastern Cape, coastal towns and cities with their beautiful blue flag status beaches.

We specialize in water and beach sports like:

1. South African Inflatable Race Association
2. South African Champs Body Boarding
3. World Surfing League including Juniors
4. South African Handball Federation (Schools)
5. South Africa Volley Ball
6. South Africa Beach Soccer
7. River Mile Swim
8. 8km Trail Run

1. ESTIMATED FOOT TRAFFIC.

- The Amanzi Challenge venue would be **St Francis Bay beaches**. Because of this we do not sell tickets. Beaches are public spaces and the numbers visiting the beaches become automatically our spectators.
- People choose for their holiday destination places with entertainment and Amanzi Challenge seeks to address exactly that at Kouga Municipality (**St Francis Bay**).
- Kouga Municipality will attract a huge number of people as they will follow their favorite national events and book for the duration of the event.
- See below 2019-foot traffic of Amanzi Challenge in Port Alfred
-

Director - Zweli Sxeaks Nkwinti

082 459 1627 • bookaz@bssports.co.za • www.bssports.co.za

Number of people that attended the Royal St Andrews Hotel Amanzi Challenge 2019	
Participants for all events put together	546
Technical support Staff and families for each of the 6 events we hosted.	3822
Spectators / Public including Hospitality industry (Questionnaire designed with particulars was circulated)	3746
Social media / live streaming	9000 00 plus
Total	16,568

Please note: 2020 was cancelled due to Covid 19, we could not host the event hence referring to 2019.

If we make this an annual event, people will note it in their diaries and shall make **Kouga Municipality their choice of destination.**

RETURN OF INVESTMENT: (Kouga Tourism)

- Include your logo in all our marketing and promotion material
- Share the floor in the media briefings and communication
- Create a platform to market your brand in our venue
- Our event is International and guarantees wide exposure of **Kouga Tourism**
- You being a sponsor of this event guarantees a long term investment as participants, technical staff and supporters will identify with **Kouga Tourism**.
- At the venue you can put up a stall to have a full time person to sell **Kouga Tourism**, play your promotional material, videos, banners, flyers etc.

2. WHAT TO BRING TO THE PARTNERSHIP? (PROPOSAL)

- We request **Kouga Municipality** to consider sponsoring **SFB Amanzi Challenge**
- This will market **Kouga Tourism** not only in the Eastern Cape but Nationally
- Will be an enabler to brand and market Amanzi Challenge SFB as one of **Kouga Municipality Sports Tourism signature event** that would expose and grow the economy, tourism and the hospitality industry through your sponsorship.
- Your marketing team to be hands on
- This will form part of the proposed leg as shown below in the **Sunshine Coast Route:**

1. 18-21 March 2022 at St Frances Bay (Kouga Municipality)

2. Easter Weekend 15-18 April 2022 in East London (Buffalo City Metro)

3. Port Alfred (Ndlambe Municipality) 01-10 October 2021.

- We request a **Title sponsorship** of **R1 Million** to make this happen, bringing the **National Federations in water and beach sport** to boost the hospitality industry, sport tourism and the economy over six days / four of action.

3. BRANDING OPPORTUNITIES: (Kouga Tourism)

- Our marketing material
- Websites and face book pages
- In our banners and flyers etc.
- Your logo in all our marketing and promotional material
- Prime spot in our venues for your **marketing material**
- Have your branding and marketing team on board.
- Have branding rights in the event

4. MEDIA/ PR EXPOSURE. (Kouga Tourism)

- Partner with your marketing and communication team
- Media, YouTube and Radio exposure
- Exposure through Supersport and live streaming
- Other television houses like SABC / ENCA/ Radio Stations
- Our social network; Face book pages, website, twitter etc.
- Play your marketing videos, banners, flyers etc.
- Make use of your Media partners for further marketing

5. CONFIRMED EVENTS FOR Amanzi Challenge: 01-10 October 2021:

- **World Surf League**
- **S A Rubber Ducks (Inflatable Race Boats)**
- **S A Champs Body Boarding**
- **Mile River Swim**
- **S A Volley Ball**
- **S A Handball Federation**
- **S A Beach Soccer**

NB: we planning to invite the same National Federations to the SFB LEG. Amanzi Challenge is the biggest water and beach sport event in AFRICA and you'll be one of the Hosting Municipalities of AMANZI CHALLENGE and the first to host it at St Francis Bay.

We hope and trust this proposal will reach your favourable consideration in the urge to promote the **KOUGA MUNICIPALITY SPORT TOURISM** as an international sports tourism destination. Bringing more people to come and invest increase, the economy, creating permanent and temporary jobs for the unemployed people of **KOUGA MUNICIPALITY** and more **MILEAGE** to your Tourism etc.

Yours in Sports Tourism

Zweli Nkwinti

Managing Director: BS Sports.

AnnexureB

**ST FRANCIS BAY AMANZI CHALLENGE 18-21-MARCH 2022.****A. SAFETY PLAN.**

1. We shall make use of SIRA registered private company to provide access control and safety services during the event: Multi Security Services.
2. Both private and provincial sectors medical emergency will be deployed at the event for safety of participants and the general public (Spectators)
3. Due to the current Covid 19 NO LIQUOR vendors will be allowed and if by the time of the event liquor is allowed we will follow the police protocol to manage it.
4. We will notify the nearest police station and hospital of the event to be on the alert.
5. All Covid 19 protocols will be observed; participants to be tested before leaving their provinces, and bring proof of their status.
6. All our events will be happening out doors at the beach and maybe along the river, only gazebos will be erected at the beach.
7. We will have a public liability insurance for the safety of participants and spectators in the case of an emergency for the duration of the event
8. NSRI services will be on standby during the event, deploy a boat in the sea for any emergencies that might happen like, drowning, boat capsizing, shark bites etc.
9. We will consider the tides and will only allow events only when it is safe to do so.
10. Public or private ambulances (Gardmed) on standby at our venues for first aid services and transporting to hospital when there is a need.
11. BS Sports (Amanzi Challenge) has a historical experience in holding similar events with the services of Multi Security as our Safety and security provider since 2017.
12. There are no historical medical trends at similar events hosted previously that could have had a negative impact on the safety of participants and spectators.
13. Sunshine Coast Tourism office Ndlambe Municipality can be used as our reference.
14. Also the LED office and the community services section of Ndlambe Local Municipality can be our reference as we started with them in 2017 till to date.
15. We will also engage the services of SAMSA especially for the rubber ducks event.

3 Hancock Lane • Port Alfred • 6170

Director - Zweli Sxeaks Nkwinti
 082 458 1627 • bookaz@bssports.co.za • www.bssports.co.za

B. SECURITY PLAN:

1. All our venues will have an armed response vehicle with officers for security purposes
2. We will have visible security on foot for the safety of participants and spectators, making sure that protocols are observed at all times.
3. For runners: there will be a roaming security vehicle from start to finish providing safety and security for runners and spectators
4. Car guards will also be monitored making sure they do not harass motorists.
5. There will be random patrolling around the venue at all times for the duration of each event.
6. The security control room to be the center for all emergency responses.
7. They will be linked to all the key role players either by telephone, radio or what's app group
8. There will be a link between the local police, NSRI, Gardmed, Disaster management and all relevant Kouga municipality and Sarah Baartman District Municipality officers.
9. A loud speaker and flags will be available on site in case of emergency and or sharks.
10. We believe the event will be categorized as LOW RISK as it was in the past events.

C. WASTE MANAGEMENT PLAN:

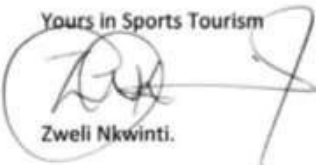
1. There will be refuse bins in marked areas on the beach as well as in parking lots.
2. These refuse bins will be emptied regularly during the day and carted to the St Francis bay refuse site.
3. Clean bins will be put every day and removed at night.
4. We will work in partnership with the Kouga municipality
5. We will promote cleanliness by having a competition where kids get the refuse bags, the one who collected the most gets a present etc.

D. ABLUTION FACILITIES:

1. we will have these cleaned and a person will have to man them for during the duration of the event (EPWP)
2. Through our partnership with the municipality, we will provide mobile toilets if there are not enough to service the numbers.

E. GENERAL:

1. No tents will be erected, only gazebos and therefore no structural certificate will be needed.
2. No live electricity maybe be used during the event, if any, we will follow the correct protocol through the municipality.

Yours in Sports Tourism

 Zweli Nkwinti.

Annexure C



Cape St Francis
Kouga
Municipality
Jeffreys Bay
Leribe
Oyster Bay
Porterville
St Francis Bay
Transkei

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8406
Email: regis@kouga.gov.za
Website: www.kouga.gov.za

25 November 2021

AS PER EMAIL: bookaz@bssports.co.za

Dear Mr. Z Nkwinti

RE: OUTCOME OF EVENT APPLICATION: THE ST FRANCIS BAY AMANZI CHALLENGE

As per the events committee planning meeting held virtually on the 19 November 2021, it gives me pleasure to inform you that your application to host the St Francis Bay Amanzi Challenge on 18 – 21 March 2022 in St Francis Bay was considered and approved under the following conditions:

- That you adhere to the regulations as stipulated in terms of regulation 4(10) of the regulations made under section 27(2) of the Disaster Management Act, 2002 (Act No 57 of 2002, guidelines to prevent and combat the spread of Covid -19.
- Subject to the relevant Covid-19 lockdown level regulations at the time of event
- Liaise with KLM Electrical Mr. N Nongcaula regarding the electricity supply.
Contact Number: 081 331 7628 / Email: nnongcaula@kouga.gov.za
- Liaise with the KLM traffic department for use of public roads.
Contact Number: 081 464 4826 Email: snelson@kouga.gov.za

Kindly note failure to meet the conditions specified above may result in this approval being withdrawn by Kouga Municipality.

For any further queries and further assistance, please do not hesitate to contact the office of the Director: Planning, Development and Tourism at fmabusela@kouga.gov.za or 042 200 2200 (ext.2139).

Thank you for promoting events in our area. We wish you every success in your event.

Yours faithfully


MR. J. MARAIS
ACTING DIRECTOR: PLANNING, DEVELOPMENT & TOURISM

AnnexureD



Director F. Mabusela:
LED Office
Kouga Local Municipality
Re: Revised budget proposal

Herewith please find the revised budget for the **St Francis Amanzi Challenge 2022** as advised. We starting the St Francis Amanzi Challenge 2022 with 5 events and hope to build on it in the years to come. Three of these events will be hosted by local Kouga organisers.

This event has on its first time have a **NATIONAL STATUS** as we will be hosting the National Inflatable race boats (Rubber ducks). This will bring participants and spectators from all over South Africa to Kouga and will spend money on accommodation, meals and entertainment. This will put Kouga on the map adding on the other big events that promotes sports tourism in the Sunshine Coast Route like the Knysna annual festival. Following our conversation with your good office, we managed to appeal to the federations to drop their budgets.

1. We would humbly request the Kouga Municipality to consider sponsoring the events/ codes of sports budget as highlighted below.
2. We have also cut down the **GENERAL EXPENCES**, this will scale down the event.
3. We would also request the municipality to consider sponsoring in kind the services that they have like the waste management removal and the electricity for the announcements during the events.
4. Currently BS Sports is engaging other tourism institutions, the Television to help market the event and be event partners.
5. We have approached the local businesses so they help cover other aspect banners, flyers, radio announcements etc
6. We are planning to make this an annual event, we are keen to start with the five events this year hence the request to **START AND HOST THIS EVENT**.
7. We would appreciate if the Kouga Municipality can rope in their business partners and marketing and communication team with their social media team as well.

J Henricson Langa • Port Alfred • 6170

Director - Zweli Sxeaks Nkwinti
082 459 1627 • book@bssports.co.za • www.bssports.co.za

h

EVENTS	Budget: 2022
1. S A Body Boarding Clinton Millard	R 55 000
2. Open Water Swim: Liquid Lines, Cape St Francis Hayden Holmes	R 50 000
3. Trail Run St Francis Sport Eric and Esti Stewart	R 50 000
4. South Africa Inflatable Race Association (Rubber Ducks) Algoa Bay Inflatable Boat Club Rohan Nortje	R 150 000
5. Paddling St Francis Paddling Club Marie Louw	R 50 000
TOTAL	R 355 000

Above costs include prize money and medals/trophies to participants
 Event 1 and 4 also includes accommodation for officials in the budgeted amounts.
 Event 4 includes cost of live streaming and commentary
 Event 2, 3 and 5 will be hosted by local Kouga organisers.

General expenses:

BS Sports as mentioned above is still looking for sponsorship partners for this. We have cut out management and administration and parts of television and radio. This means we will go small for this year.

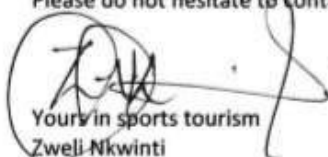
- Television: R 50 000 (live streaming all 5 events and parts of Kouga)
- Promotional Material: R 20 000 (banners, flyers, social media, marketing)

Total: R70 000

Total St Francis Amanzi Challenge Event Budget: R 425 000

The full program will be send to you in due course once finalised.

Please do not hesitate to contact myself if you have any questions regarding the above.


 Yours in sports tourism
 Zweli Nkwinti

KOUGA MUNICIPALITY (EC 108)**ORDINARY COUNCIL MEETING****PLANNING, DEVELOPMENT & TOURISM****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/PDT13****REPRIORITISATION OF ESKOM FUNDING ALLOCATION FOR THE INSTALLATION OF ELECTRICAL CONNECTIONS AND APPROVAL REQUEST FOR TRANSFER OF UNSPENT PRE-ENGINEERING AND HOUSEHOLD CONNECTIONS****1. Introduction**

The purpose of this report is to appraise Council of the grant funding approval for the electrification of informal settlements for the 2021 to 2025 FY within the Kouga Municipal area.

2. Discussion**2.1. DoRA Allocations**

In terms of the DoRA allocation, Kouga Municipality has been allocated the following funds for the 21/22 FY and outer years for electrification of informal settlements within the municipal area.

2021/22 FY – R12 047 000,00 (Households connections)

2021/22 FY – R 428 399.00 (Pre- Engineering funds)

2022/23 FY – R 8 160 000.00 (Households connections)

2023/24 FY – R11 000 000,00

2024/25 FY - R 10, 500 000,00

Please note that the funding allocation is based on the ESKOM financial year. There is a lag of a quarter in Municipal and other govt. sphere's financial years.

To give effect to the above allocations the Municipality received correspondence from ESKOM regarding municipal electrification priorities for the 2021/22 Financial Year as well as outer years. The DoRA amount of R 12 047 000,00 for the 21/22 FY was reduced to R 7 093 934 due to fees, costs and expenditure on the following items,

- 5% for Administration fees
- Pre- planning cost
- Electrification of remaining 92 Stofwolk houses

The electrification of the 92 Stofwolk houses was completed in October 2021.

In order for Eskom to implement they required Kouga to prioritise the areas to be electrified in the respective FY's.

2.2 **Request for transfer of R 428 399.00 to Makana Municipality**

ESKOM correspondence dated 03 February 2022 and 09 February 2022 requested approval from Kouga to transfer **R 428 399.00** from the unspent Pre-Engineering funds and **R 8 160 000,00** from the Household funds to Makana Municipality for their electrical project.

The reason for the request to transfer 2022/23 allocated funds to Makana Municipality is because there is no scope for designs and household connections in the 2022/23 FY due to site challenges at the Cyril Ramaphosa village in Patensie/Stuurmanskop site.

On 01 February 2022, a meeting was held with ESKOM and the relevant KLM departments and recommendations on reprioritisation of the electrification project including rerouting of the unspent funding proposed. The re-routing of the funds is proposed on the principle that the funds will be rerouted back to KLM once there is project readiness in the outer year (2023/2024 and 2024/2025 FY).

3. Comments by the relevant Director

Item is supported.

4. Financial implications

No funds are directly transferred to the Municipality. ESKOM is the implementing agent for electrification projects.

5. Legal implications

None

6. Other implications

None

7. Recommendations

- 7.1 That the DORA allocations of R 11 000 000 for the 23/24, and R 10 500 000,00 for the 24/25 FY's be noted.
- 7.2 That Council approves the electrification of 500 informal houses in Weston and Loerie Phase 2 project in the 2023/24 FY.
- 7.3 That Council approves the electrification of 200 formal houses in Hankey (990) in the 2024/25 FY.
- 7.4 That Council indemnifies ESKOM and accepts liability for costs of relocating electrical connections installed from informal houses to formal houses at the completion of the formal housing project.
- 7.5 That Council grants in-principle approval to ESKOM to transfer **R 428 399.00** from Pre- Engineering and **R 8 160 000.00** from Household connections funds allocated for Kouga to Makana Municipality.
- 7.6 That it be noted that the above updated re-priorities are to take precedence over prior resolutions on electrification of ESKOM areas in Kouga on the Financial years stipulated above.

Item prepared by: Manager: Human Settlements

Item approved by

:

Director D&T.

Item noted by

:

Portfolio Chairperson: PDT
(Cllr. H Bornman)

KOUGA MUNICIPALITY (EC 108)**ORDINARY COUNCIL MEETING****PLANNING, DEVELOPMENT & TOURISM****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/PDT14****FUNDING APPROVAL FOR THE CONSTRUCTION OF ADDITIONAL 468 HOUSES IN HOUSES IN OCEANVIEW FROM 200 TO 668 TOP STRUCTURES IN 22/23 AND 22 FY****1. Introduction:**

The Oceanview Housing Project was identified by the Municipality and approved for development with the aim of prioritising housing development for the low-income qualifying beneficiaries in this area. The need increased over the past years, which necessitated the prioritization of the implementation of this Housing Development. The construction of 1350 services was completed and handed over to the municipality in 12/2/2021.

Phase one of 200 top structures will be constructed in the 2022/23 financial year and the remaining 468 top structures in the 2023/24 financial year.

List of prospective beneficiaries as screened and approved according to the National and Provincial allocation guidelines will be tabled at the next Planning Development and Tourism Portfolio Committee for discussion and recommendation to Council.

The funding application for the construction of 668 houses was submitted in 2019 and funding approval of **R 78, 067 403.16** was received on 09 February 2022.

The funding approval for construction of 668 houses in Oceanview is indicated within Annexure A.

2. Purpose

This report is to appraise Council on the funding approval for construction of 668 top structures in Oceanview.

3. Comments by the relevant Director

Item is supported.

4. Financial implications

No comment

5. Legal implications

None

6. Other implications

None

7. Recommendation

- 7.1 That Council notes the report on the funding approval of R 78 067 403.16 grant funding for the construction of 668 houses in Oceanview.
- 7.2 That Council take note of the construction of 200 houses in the 2022/23 Financial Year.
- 7.3 That Council take note of the construction of 468 houses in the 2023/24 financial year.
- 7.4 That all progress reports on this housing project be submitted to the Planning, Development and Tourism Portfolio Committee.
- 7.5 That the beneficiary allocation list be submitted to the next Planning Development and Tourism Portfolio Committee for discussion and recommendation to Council.

Item prepared by: Manager: Integrated Human Settlements



Item approved by Director PD&T:



Item noted by Portfolio Chairperson: PD&T:

ANNEXURE A:



EASTERN CAPE
HUMAN SETTLEMENTS

Eastern Cape Department of Human Settlements – Sarah Baartman Regional Office
Corporate House, 68 Ring Road, Greenscres, Port Elizabeth
Private Bag X6005, Port Elizabeth
Eastern Cape • REPUBLIC OF SOUTH AFRICA
www.echousing.gov.za

Reference no : 928
Date : 2022-02-08

THE MUNICIPAL MANAGER
KOUGA MUNICIPALITY
PO BOX 31
JEFFREYS BAY
6330

SIR

PROJECT APPROVAL: APPLICATION FOR FUNDING TO CONSTRUCT AN
ADDITIONAL 468 HOUSES AND TO INCREASE THE FUNDING APPROVED I.R.O.
PREVIOUSLY APPROVED 200 HOUSES TOTHE PREVAILING SUBSIDY QUANTUM:
INCREASE FROM 200 HOUSES TO 668 HOUSES

Our recent conversation in the above regard bears reference.

This serves to confirm that the MEC for Human Settlements has approved the following in respect
of the project under discussion.

ITEM	NO OF UNITS	OLD QUANTUM	TOTAL PER ITEM	NO OF UNITS	NEW QUANTUM	TOTAL PER ITEM
HOUSE CONSTRUCTION		PREVIOUSLY APPROVED			REVISED COSTS	
Earthworks	200	R 6 707,48	R 1 341 486,00	668	R 7 408,66	R 4 720 582,92
Concrete, Formwork & reinforcement	200	R 10 780,37	R 2 156 074,00	668	R 11 382,81	R 7 590 156,96
Brickwork	200	R 15 528,48	R 3 105 696,00	668	R 16 367,60	R 10 923 168,32
Roof structure	200	R 8 832,44	R 1 766 488,00	668	R 9 308,36	R 6 218 672,52
Ceiling & insulation	200	R 7 311,82	R 1 462 364,00	668	R 7 786,63	R 5 187 375,40
Windows	200	R 8 083,53	R 1 616 706,00	668	R 8 520,04	R 5 694 388,12
Doors & Frames	200	R 6 556,00	R 1 311 600,00	668	R 6 912,13	R 4 617 302,36
Finishing & paintwork	200	R 10 637,98	R 2 127 596,00	668	R 11 212,43	R 7 488 903,24
Plumbing & toilet	200	R 9 976,83	R 1 995 366,00	668	R 10 515,10	R 7 024 086,36
Electrical	200	R 9 958,40	R 1 991 680,00	668	R 10 398,16	R 7 011 434,08

OCEAN VIEW 1560 HOUSING PROJECT: APPROVAL OF ADDITIONAL FUNDING TO COMPLETE AN ADDITIONL 468 UNITS						
SUB TOTAL (A)		R 94 375,33	R 18 875 066,00		R 99 471,82	R 60 468 945,36
P&G	200	R 8 578,67	R 1 715 734,00	668	R 9 041,92	R 6 040 002,96
SUB TOTAL (B)	200	R 8 578,67	R 1 715 734,00	668	R 9 041,92	R 6 040 002,96
INDIRECT COSTS						
Project Manager	200	R 3 604,00	R 720 800,00	668	R 3 786,60	R 2 517 478,16
Clerk of Works	200	R 3 080,00	R 617 800,00	668	R 3 208,81	R 2 174 924,08
Transfer fees	200	R 1 000,00	R 200 000,00	668	R 1 000,00	R 668 000,00
Beneficiary admin	200	R 300,00	R 60 000,00	668	R 300,00	R 200 400,00
SUB-TOTAL ©		R 7 993,00	R 1 598 600,00		R 8 394,43	R 5 580 788,24
TOTAL TO COMPLETE		R 110 947,00	R 22 189 400,00		R 118 867,27	R 78 667 403,16

You are at liberty to call this office if any clarity is needed.

Yours sincerely,



KOUGA MUNICIPALITY (EC108)**ORDINARY COUNCIL MEETING****PLANNING, DEVELOPMENT AND TOURISM****DATE: 28 FEBRUARY 2022****ITEM NO: 22/02/PDT16****GRANT IN AID ALLOCATIONS FOR THE 2021/2022 FINANCIAL YEAR**1. Purpose

The purpose of the item is to report to the Kouga Municipal Council on the recommendations by the Grant in Aid Committee for the 2021 Calendar Year.

2. Background

The Kouga Municipal Council approved the Grant in Aid policy in 31 May 2017 to address the numerous request it receives from the public organizations for funding on an annual basis. Section 152 of the Constitution (Act 108 of 1996) accords the Kouga Municipal Council to allocate and distribute grants.

Grant in Aid notice no. 163/2021 were advertised in the Kouga Express on the 29th of July 2021 and submission closed on the 25th of August 2021.

In terms of the Grant in Aid Policy, only organization contemplated in Section 67 of the MFMA, which is either registered in terms of Section 13 on the Non-Profit Organization Act, 1997 or a company incorporated as a non-profit company in terms of the Companies Act, 2008, or an organ of state or properly constituted community, a welfare or voluntary organization which has a constitution, provable active membership and an annual general meeting held within the previous 12 months and organizations considered on the following high-level priority areas will be considered:

- Animal Welfare
- Beach Safety & response
- Festivals
- Sports, Recreation, Arts & Culture events
- Tourism Development & destination Marketing
- Community Project: Local Economic Development and Job Creation
- Recycling project
- Agricultural projects

DISCUSSION

The Municipality called for applications for Grant -in-Aid funding to qualifying organisations in July 2021 and closed on 25 August 2021. A total of 21 applications.

NAME OF ORGANIZATION	MAIN PURPOSE OF THE BUSINESS	TYPE OF REGISTRATI ON CERTIFICATE	DETAILED BUDGET WITH MOTIVATI ON	AMOUNT REQUESTED	BUSINESS IMPLEMANTATION PLAN	SIGNED AUDITED FINANCIALS	AREA FOR WHICH FUNDING IS REQUESTED	OUTCOME
1. VICTORY 4 ALL	Aims to provide loving, sustainable care and holistic Christian education to break the systemic spiral of poverty.	NPO attached	Attached	R 166 000.00	Attached	Attached	Social Services	Not Approved, Based on policy provision, Exclusion 4.3 (b) no funding will be considered for religious organisations.
2. GRACE CENTE FOUNDATION	They aim to provide services to autistic children.	NPC attached	Attached	R 704 000.00	Attached	Bank confirmation letter attached	Social Services	Not Approved, Referred to the Special Programmes Unit.
3. ST FRANCIS ANIMAL RESCUE	ANIMAL WELFARE	NPO attached	Attached	R 968 161.00	Attached	Attached	Community Dev	Approved, R90 000.00
4. KOUGA BUSINESS FORUM	They act as a link for Businesses in the Kouga Region.	Not attached	Attached	R 250 000.00	Attached	Attached	LED	Not Approved, Based on incomplete submission and late submission of supporting documents.

5. PULSE THE HEARTBEAT OF KOUGA	They focus on people upliftment through life skills, education and helps under privilege communities by addressing their physical and emotional needs.	NPC attached	Attached	R 247 500.00	Not attached	Not Attached	LED	Not Approved, Based on policy provision, Exclusion 4.3 (b) no funding will be considered for sectarian organisations.
6. KOUGA LOCAL TOURISM ORGANISATION	They aim to promote Tourism in Kouga Municipality	NPO attached	Attached	R 1, 700,000.00	Attached	Attached	Tourism	Not Approved, Based on policy provision, Exclusion 4.3 (f) Council reserves the right not to award any Grant in Aid to an organisation who cannot account for the expenditure of a previous Grant in Aid.
7. THE CO – OP COMMUNITY TRUST (THE COMMUNITY RESTORATION CHARITABLE TRUST)	They facilitate sustainable development in the communities applying an asset-based approach focusing on socio-economic growth, training, and education.	NPO Attached	Attached	R 6, 357, 800.00	Attached	Attached	LED	Not Approved, Based on policy provision, Exclusion 4.3 (a) Applicant receives sufficient funds from other sources.
8. THARROS TRUST	They provide temporary care to traumatized children.	NPO Attached	Attached	R 149 278.60	Attached	Attached	Social Services	Not Approved,

								Referred to the Special Programmes Unit, Mayors Office.
9. MILKHOOD MARKET	Local farmers Market that gives Local Artists, Entrepreneurs, and farmers an opportunity to sell their products and produces.	Not a registered NPO / PBO.	Budget motivation attached	R 25 000.00	Not attached	Not attached	Tourism	Not Approved, Not considered as an NPO/PBO and is excluded under the policy.
10. VICTORY MEDICAL TRUST	The Healthy Mom and Baby Clinic	NPO Attached	Attached	R 475 640.77	Attached	Attached	Social Services	Not approved, Not in alignment with the municipalities core function/ mandate.
11. JBAY ANIMAL RESCUE	Animal Welfare	NPO Attached	Attached	R376 267.64	Attached	Attached	Community Dev	Approved. R90 000.00
12. CMSL COMMUNITY TRUST t/a MPENDULO SAVINGS	Aims to provide loving, sustainable care and holistic Christian education to break the systemic spiral of poverty.	NPO attached	Attached	R 126 500.00	Attached	Attached	LED	Not approved, Not in alignment with the municipalities core function / mandate.
13. JOSHUA PROJECT	They act as a haven for vulnerable children and street kids in Jeffreys bay, where they receive love, support, education, and skills development opportunities	NPO Attached	Attached	R 27 518.37	Attached	Attached	Social Services	Not approved, Referred to the Special Programmes Unit, Mayors Office.

14. HUMANSDORP MUSEUM ASSOCIATION	Their focus is to preserves cultural heritage of Humansdorp.	NPO attached	Attached	R 150 000.00	Attached	Attached	Tourism	Approved. R150 000.00 <u>On condition:</u> A breakdown budget be submitted to the line department (LED & Tourism) and attached to the SLA.
15. SPCA ASSISI	Animal Welfare	NPO attached	Attached	R 545 000.00	Attached	Attached	Community Dev	Approved R270 000.00
16. WAVECREST SURF SCHOOL	Their main purpose is to focus to teach and instruct students and mostly tourist how to surf and renting out of surf boards.	Not Attached	Budget motivation	Not Stated.	Not Attached	Attached	Tourism	Not Approved, Not registered as an NPO.
17. JBAY RECYCLING PROJECT	Recycling swop shop and benefiting children in the community and their children.	NPO Attached	Attached	R 284 011.46	Attached	Attached	Tourism	Approved. R50 000.00
18. NSRI	Their goal is to prevent drowning through education, through preventative measures and through active rescues.	NPO Attached	Attached	R 331 450.00	Attached	Attached	Community Dev	Approved. R250 000.00
19. ONE VILLAGE	They provide food gardening services and having 48 Soup	NPC Attached	Attached	R 100 000.00	Business Proposal Attached	No Financial Statements yet,	Social Services	Not Approved,

	Kitchen for 2000 people.					Organization is less than one year old.		Not in alignment with the municipalities core function.
20. 7 TH HEAVEN CHILDRENS HAVEN NPC	Develop care & Counselling of abusive neglected orphans and homeless children.	NPO attached	Attached	R 91 472.00	Attached	Costing sheet attached	Social Services	Not Approved. Referred to the Special Programmes Unit, Mayor's office.
21. KOUGA FILM VIDEO AND PHOTOGRAPHY FOUNDATION	Develop, support, promote and advance film making in the Kouga region.	NPO attached	Not Attached	Not Stated	Attached	Not Attached	Arts and Culture	Not Approved, No reflection of Detailed budget motivation and amount requested.
22. MY JBAY (Local Mobile App)	Mobile apps that include all the features of our Local Town, which is the go to directory for Locals, Visitors and Tourists.	Not a registered NPO	Attached	R 100 00.00	Business Proposal is Attached.	Not Attached	Tourism	Not Approved, Based on policy provision, Exclusion 4.3 (g) no funding will not be considered where the applicant seeks to establish a new organisation.

3. Legal Implications

The following enabling legislation has been considered in the Grant-in aid allocations process:

3.1 **MFMA s67:**

- (1) Before transferring funds of the municipality to an organisation or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organisation or body—
 - (a) has the capacity and has agreed—
 - (i) to comply with any agreement with the municipality;
 - (ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;
 - (iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and
 - (iv) to submit its audited financial statements for its financial year to the accounting officer promptly;
 - (b) implements effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement; and
 - (c) has in respect of previous similar transfers complied with all the requirements of this section.
- (2) If there has been a failure by an organisation or body to comply with the requirements of subsection (1) in respect of a previous transfer, the municipality may despite subsection (1)(c) make a further transfer to that organisation or body provided that—
 - (a) subsection (1)(a) and (b) is complied with; and
 - (b) the relevant provincial treasury has approved the transfer.
- (3) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).
- (4) Subsection (1)(a) does not apply to an organisation or body serving the poor or used by government as an agency to serve the poor, provided—
 - (a) that the transfer does not exceed a prescribed limit; and
 - (b) that the accounting officer—
 - (i) takes all reasonable steps to ensure that the targeted beneficiaries receive the benefit of the transferred funds; and
 - (ii) certifies to the Auditor-General that compliance by that organisation or body with subsection (1)(a) is uneconomical or unreasonable.

3.2 **Kouga Grant-in-aid policy:**

Section 4 of the policy states that:

Funding of applications will largely be considered on an annual basis in response to the annual advertisement inviting applications for Grant-in-aid. Allocations may also be made during the course of the year to the relevant Department for amounts less than R10 000-00. If over R10 000-00, it must be submitted for Council approval. A maximum of 20% of the Grant-in-aid budget may be reserved for in-year, ad hoc applications. All other guidelines, conditions and exclusions are applicable for in-year ad hoc applications.

4. Financial Implications

Financial Implications are as follows:

R 476575.00 Community Services: Environmental Health – 2021/22 Financial Year

See (Annexure A)

R 250000.00 Community Services: Sport & Recreation – 2021/22 Financial Year

See (Annexure B)

R 400000.00 Planning, Development & Tourism: Tourism – 2021/22 Financial Year

See (Annexure C)

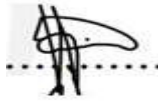
5. Recommendation:

- 5.1 That Council **approves** the recommendations of the Grant-in-aid Committee to allocate funds as follows:

BENEFICIARY ORGANISATION	GRANT ALLOCATION	U-KEY	Funding Dept
St Francis Bay Animal Rescue	R 90 000.00	20210710001466	Community Services
Jeffreys Bay Animal Rescue	R 90 000.00	20200711024679	Community Services
SPCA ASSISI	R 270 000.00 Comm. Serv.	20200711024679	Community Services
National Sea Rescue Institute	R 250 000.00	20200711024679	Community Services
Humansdorp Museum Association	R 150 000.00 (PD&T)	20200711024677	PD&T
Jeffreys Bay Recycling Project	R 50 000.00 (PD&T)	20200711024677	PD&T
TOTAL	R900 000.00		

- 5.2 That the Grant in Aid policy be reviewed to cater for organisations working with vulnerable communities.

Item prepared by Director PD&T:

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Item noted by Portfolio Chairperson: PD&T:

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Annexure A – Community Services: Environmental Health Budget Verification

VS-F03RS - Cost allocation			
Local Authority	KOUGA	KOUGA MUNICIPALITY	
Financial Year	2021		
Unique internal key	20210710001466	Cost allocation	10210200170000
Opening Balance		VAT Indicator (V02)	NORM V03 NORM
Actual Balance		Locked onto	☐
Shadow Balance		Asset ID	
Balance Total			
Provisional Costs		Job-costing type	☐
Amended Budget Available	476575.00 476575.00	Unallocated Job Budget	
Function	903		
	Environmental Protection		
Other			
N.T.Item	4200 NT Cashflow Item		
	Contracted Services		
UKey Closed?	☒ N		
Associated Cost Code Closed?	☒ N		
			
Vote/Subvote	COMMUNITY SERVICES ENVIRONMENTAL HEALTH		
Item	Outsourced Services Animal Care	Expenditure Contracted Services Outsourced Services Animal Care IE00300100300000000000000000000000	
Function	Non-core Function Health Services	Function Health Non-core Function Health Services FV00600200200000000000000000000000	
Project	Community Development	Operational Typical Work Streams Community Development Community Development Initiatives PD0030070030000000000000000000000170	
Fund	Capacity Building and Other-Specify (Add grant des	Fund Operational Transfers and Subsidies Monetary Allocations District Municipalities Eastern Cape DC 10 - Sarah FD00100200200200100101400500000000000000	
Region	EC108 Kouga's Whole of the Municipality	Regional Regional Identifier Local Government by Province Eastern Cape District Municipalities DC10 Sarah RV00200300100200100400900300000000000000	
Costing	Default	Costing Default CD003000000000000000000000000000000000	
Own	ENVIRONMENTAL HEALTH	OV000004000701	

Annexure B – Community Services: Sports & Recreation Budget Verification

[Handwritten Signature]

VS-F03RS - Cost allocation

Local Authority	KOUGA	KOUGA MUNICIPALITY
Financial Year	2021	
Unique internal key	20200711024679	Cost Allocation
		10800278100000

Opening Balance		VAT Indicator (V02)	CN	(V03)	CN
Actual Balance		Locked onto			
Shadow Balance		Asset ID			
Balance Total					
Provisional Costs		Job-costing type			
Amended Budget Available	250000.00 250000.00	Unallocated Job Budget			

Function	S01
Sport & Recreation	
Not Required	
N.T.Item	NT Cashflow Item
UKey Closed?	N
Associated Cost Code Closed?	N

Vote/Subvote	COMMUNITY SERVICES SPORT & RECREATION
Item	Non-profit institutions:Use - It
Function	Core Function:Sports Grounds and Stadiums
Project	MUNICIPAL RUNNING COST
Fund	Non Financial Public Corporations:Production
Region	EC108 Kouga Whole of the Municipality
Costing	Default
Own	SPORT & RECREATION

Expenditure Transfers and Subsidies:Operational Monetary Allocations Non-profit institutions:Use - It	
IE0110020020050330000000000000000000000000	
Function Sport and Recreation Core Function: Sports Grounds and Stadiums	
FX0130010040000000000000000000000000000000	
Operational:Municipal Running Cost	
PO002000000000000000000000000000000000051	
Fund:Operational Transfers and Subsidies:Monetary Allocations Public Corporations: Non Financial Public Corporations: Production	
FD0010020020030010020000000000000000000000	
Regional Regional Identifier Local Government by Province Eastern Cape District Municipalities DC10 Sarah	
FR0020030010020010040090030000000000000000	
Costing Default	
CO0030000000000000000000000000000000000000	
OV000004001901	

Annexure C – Planning, Development & Tourism: Tourism Budget Verification

VS-F03RS - Cost allocation

Local Authority: KOUGA KOUGA MUNICIPALITY
 Financial Year: 2009
 Unique internal key: 20200711024677 Cost allocation: 10173277250000

Operating Balance: VAT Indicator (V02): CE M03 CE
 Actual Balance: Locked onto:
 Shadow Balance: Asset ID:
 Balance Total:
 Provisional Costs: Job-costing type:
 Amended Budget: 400000.00 Unallocated Job Budget:
 Available: 400000.00

Function: 301
 Planning and Development
 Economic
 N.T. Item: 3900 NT Cashflow Item:
 Interest Expense - External Bo:
 UKey Closed?: N
 Associated Cost Code Closed?: N

Vote/Subvote: PLANNING, DEVELOPMENT AND TOURISM TOURISM

Item	Social Assistance Grant In Aid	Expenditure Transfers and Subsidies: Operational Monetary Allocations: Households: Social Security Payments: Social
Function	Core Function Tourism	Function Other: Core Function Tourism
Project	Typical Workstream	Operational Typical Work Stream: AIDS/HIV, Tuberculosis and Cancer Awareness and Information
Fund	Subsidies from Non-financial Private Enterprises: P	Fund Operational Transfers and Subsidies: Monetary Allocations: Private Enterprises: Subsidies from Non-financial Private
Region	EC108 Kouga/Whole of the Municipality	Regional Regional Identifier: Local Government by Province: Eastern Cape District Municipalities: DC10 Sarah
Costing	Default	Costing Default
Own	TOURISM	OV000006000401

Handwritten signature: CB