



KAAP AGULHAS MUNISIPALITEIT  
CAPE AGULHAS MUNICIPALITY  
U MASIPALA WASECAPE AGULHAS

**NOTULE VAN 'N BURGEMEESTERSKOMITEE VERGADERING VIRTUEEL GEHOU  
OM 09:00 OP WOENSDAG 28 APRIL 2021**

***MINUTES OF A MAYORAL COMMITTEE MEETING HELD VIRTUALLY ON  
WEDNESDAY, 28 APRIL 2021 2021 AT 09:00***

**TEENWOORDIG / PRESENT:**

**RAADSLEDE / COUNCILLORS**

MNR	P J Swart	Uitvoerende Burgemeester
ME	Z Tonisi	Uitvoerende Onder-Burgemeester
ME	M October	Lid van die Uitvoerende Burgemeesterskomitee
MNR	D Burger	Lid van die Uitvoerende Burgemeesterskomitee ( <i>tot 10h00</i> )

**AMPTENARE / OFFICIALS**

MNR	E Phillips	Munisipale Bestuurder
MNR	H Van Biljon	Direkteur: Finansies- en IT Dienste
MNR	A Jacobs	Direkteur: Infrastruktuurdienste
MNR	H Krohn	Direkteur: Bestuursdienste
MNR	B Swart	Interne Ouditeur
MNR	O January	Toerisme / LED
MNR	M Moelich	Bestuurder: Admin Ondersteuning
MNR	R Ross	PA: Burgemeester
ME	A Jonker	Snr Admin Beampte: Komiteedienste

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1. **OPENING**

Die Burgemeester heet die teenwoordigers welkom en open die vergadering met gebed.

2. **AANSOEKE OM VERLOF TOT AFWESIGHEID / APPLICATIONS FOR LEAVE**

Me T Stone

3. **ONDERHOUDE MET AFGEVAARDIGDES EN/OF ANDER BESOEKE**

Geen.

4. **NOTULES VAN VORIGE VERGADERINGS VOORGELê VIR BEKRAGTING**

4.1 **NOTULE VAN BURGEMEESTERSKOMITEE VERGADERING GEHOU OP:**

26 Februarie 2021

**BESLUIT BK19/2021**

Bogenoemde Notule word as korrek en volledig bekragtig.

5. **SAKE VOORTSPRUITEND UIT NOTULE**

Geen.

6. **VERKLARINGS EN/OF MEDEDELINGS DEUR DIE VOORSITTER**

6.1 **BRIEWE VAN DANK**

Geen.

6.2 **FUNKSIES VIR DIE MAAND**

Geen.

6.3 **ALGEMEEN**

Die Burgemeester versoek almal se samewerking en dringende aandag met betrekking tot die volgende aangeleenthede:

- (i) KAM se sukses verhale ten opsigte van die IDP (2016-2021).
- (ii) Personeel produktiwiteit asook die herstel van die "Kronos-Stelsel".
- (iii) Finalisering van die sorteringsaanleg by P & B Kalkwerke.
- (iv) KAM se Veiligheidsplan.
- (v) Inoverende behuisingsprojekte.
- (vi) KAM se vaardigheidsopleiding en ondersteuning aan die inwoners.
- (vii) Die Jeugraad se verantwoordelikhede en aktiwiteite.
- (viii) 'n Kleiner personeelkorps.
- (ix) 'n Interne invorderingsentrum.
- (x) 'n KAM dierebeheerplan.
- (xi) "One-Stop Shop" by die Toerisme afdeling.

7. **VERSLAE / REPORTS**

7.1 **INFRASTRUKTUURDIENSTE KOMITEE / INFRASTRUCTURE SERVICES COMMITTEE**

7.1.1 **VERSLAG VAN DIE DIREKTEUR: INFRASTRUKTUURDIENSTE VIR MAART 2021 / REPORT FROM THE DIRECTOR: INFRASTRUCTURE SERVICES FOR MARCH 2021**

**DOEL VAN VERSLAG / PURPOSE OF REPORT**

Oorweging van die maandverslag vanaf die Direkteur: Infrastruktuurdienste vir Maart 2021. / *Considering the monthly report from the Director: Infrastructure Services for March 2021.*

**AGTERGROND / BACKGROUND**

Die maandverslag word aangeheg as bylae op **bladsy 1 tot 26**. / *The monthly report is attached as annexure on page 1 to 26.*

**BESTUURSAANBEVELING / MANAGEMENT RECOMMENDATION**

Dat die maandverslag van die Direkteur: Infrastruktuurdienste vir Maart 2021 aanvaar word. / *That the monthly report from the Director: Infrastructure Services for March 2021 be accepted.*

**AANBEVELING: INFRASTRUKTUURDIENSTE KOMITEE / RECOMMENDATION: INFRASTRUCTURE SERVICES COMMITTEE**

Dat die Bestuursaanbeveling aanvaar word. / *That the management recommendation be accepted.*

**BESLUIT BK20/2021**

Na bespreking van die maandverslag van die Direkteur: Infrastruktuurdienste vir Maart 2021, word die verslag aanvaar. / *After discussing the monthly report of the Director: Infrastructure Services for March 2021, the report is accepted.*

7.1.2 **STRATEGIC RISK REGISTER: 2020/21 (DIRECTOR FEEDBACK)**

The strategic risks for 2020/21 are as follows:

RISK ITEM	RISK DESCRIPTION	RESIDUAL RISK EXPOSURE	RESIDUAL RISK	
R489	Inability to respond to disease outbreaks / pandemics	67.5	High	New
R487	Non-adherence to Restrictive Permit Conditions (Landfill Sites)	48	High	Transferred from 2019/20
R484	Financial viability of the municipality	47.5	High	Transferred from 2019/20
R485	Illegal Erection of Informal Structures and Land invasions	47.5	High	Transferred from 2019/20
R488	Inadequate Provision of water supply - source	36.75	Medium	Transferred from 2019/20
R486	Protest action / Civil unrest	33.75	Medium	Transferred from 2019/20

**MANAGEMENT RECOMMENDATION**

For noting.

**RECOMMENDATION: INFRASTRUCTURE SERVICES COMMITTEE**

That the management recommendation be accepted.

**RESOLUTION BK21/2021**

The Mayco takes note of the abovementioned Risk Register.

## 7.2 BESTUURSDIENSTE KOMITEE / MANAGEMENT SERVICES COMMITTEE

### 7.2.1 MAANDVERSLAG: BESTUURSDIENSTE VIR MAART 2021 / MONTHLY REPORT: MANAGEMENT SERVICES FOR MARCH 2021

#### DOEL VAN VERSLAG

Oorweging van die maandverslae vanaf Bestuursdienste vir Maart 2021.

#### AGTERGROND

Verslae word soos volg aangeheg:

	<u>Bladsy / Page</u>
(i) Direkteur: Bestuursdienste / <i>Director: Management Services</i>	<i>Tydens vergadering</i>
(ii) Publieke Dienste / <i>Public Services</i>	27 - 36
(iii) Behuising / <i>Housing</i>	37 - 53
(iv) Biblioteekdienste / <i>Library Services</i>	54 - 60
(v) Beskermingsdienste / <i>Protection Services</i>	61 - 70
(vi) Menslike Ontwikkeling / <i>Human Development</i>	71 - 74

#### BESTUURSAANBEVELING / MANAGEMENT RECOMMENDATION

Dat die maandverslae vanaf Bestuursdienste vir Maart 2021 aanvaar word.

#### AANBEVELING: BESTUURSDIENSTE KOMITEE

- (i) Dat die Bestuursaanbeveling aanvaar word.
- (ii) Dat 'n verslag ten opsigte van vandalisme en beheermaatreëls aan die Raad voorgelê word.

#### BESLUIT BK22/2021

- (i) Na bespreking van die maandverslag van die Direkteur: Bestuursdienste vir Maart 2021, word die verslag aanvaar. / *After discussing the monthly report of the Director: Management Services for March 2021, the report is accepted.*
- (ii) Dat strategiese gesprekvoering plaasvind ten opsigte van vandalisme in die KAM area.
- (iii) Dat 'n volledige verslag oor informele areas en agterplaas bewoners aan die Uitvoerende Burgemeester voorgelê word vir toekomstige bespreking.
- (iv) Dat 'n verslag aan die Uitvoerende Burgemeester voorgelê word ten opsigte van Arniston en Struisbaai-Noord behuisingontwikkeling.

### 7.2.2 STRATEGIC RISK REGISTER: 2020/21(REPORT BY THE DIRECTOR: MANAGEMENT SERVICES)

The strategic risks for 2020/21 are as follows:

RISK ITEM	RISK DESCRIPTION	RESIDUAL RISK EXPOSURE	RESIDUAL RISK	
R489	Inability to respond to disease outbreaks / pandemics	67.5	High	New
R487	Non-adherence to Restrictive Permit Conditions (Landfill Sites)	48	High	Transferred from 2019/20
R484	Financial viability of the municipality	47.5	High	Transferred from 2019/20
R485	Illegal Erection of Informal Structures and Land invasions	47.5	High	Transferred from 2019/20
R488	Inadequate Provision of water supply - source	36.75	Medium	Transferred from 2019/20
R486	Protest action / Civil unrest	33.75	Medium	Transferred from 2019/20

**MANAGEMENT RECOMMENDATION**

For noting by Council.

**RECOMMENDATION: MANAGEMENT SERVICES COMMITTEE**

That the management recommendation be accepted.

**RESOLUTION BK23/2021**

The Mayco takes note of the abovementioned Risk Register.

7.2.3 **UNFORESEEN EXPENDITURE IN TERMS OF SEC 29 OF THE MFMA**

**PURPOSE OF REPORT**

To obtain the Executive Mayor's approval to proceed with the transfer of funding to accommodate the depleted vote number for Replacement of Furniture at Resorts (Vandalism / Theft / Breakages) in terms of Section 29 of the MFMA due to unforeseen circumstances which could not be foreseen.

**BACKGROUND**

The MFMA in terms of section 29 does allow that the Executive Mayor of a municipality may in emergency or other exceptional circumstances authorise unforeseeable and unavoidable expenditure for which no provision was made in an approved budget based on the following conditions that any of such expenditure:

- Must be in accordance with any framework that may be prescribed;
- May not exceed a prescribed percentage of the approved annual budget;
- Must be reported by the mayor to the municipal council at its next meeting; and
- Must be appropriated in an adjustments budget.

**LEGAL IMPLICATION**

Non-compliance to prescribed legislation and SCM regulations.

**FINANCIAL IMPLICATION**

The saving of R15 000 from Capital Budget, Vote number 074 042 055 1010 to be transferred to Vote Number 074 043 045 101.

**MANAGEMENT RECOMMENDATION**

Council takes note of the Executive Mayor's approval of unforeseen expenditure to the amount of R15 000 for Replacements of Furniture at Resorts in terms of section 29 of the MFMA.

**RECOMMENDATION: MANAGEMENT SERVICES COMMITTEE**

That the management recommendation be accepted.

**RESOLUTION BK24/2021**

The Mayco takes note of the Executive Mayor's approval of unforeseen expenditure to the amount of R15 000 for Replacements of Furniture at Resorts in terms of section 29 of the MFMA.

7.3 **FINANSIES- EN IT DIENSTE KOMITEE / FINANCE- AND IT SERVICES COMMITTEE**

7.3.1 **MAANDVERSLAE: FINANSIES- EN IT DIENSTE VIR MAART 2021 / MONTHLY REPORTS: FINANCE- AND IT SERVICES FOR MARCH 2021**

**DOEL VAN VERSLAG**

Oorweging van die maandverslae vanaf departement Finansies- en IT Dienste vir Maart 2021.

**AGTERGROND**

Verslae word soos volg aangeheg:

(i)	<b>Kantoor van die Munisipale Bestuurder / Office of the MM</b>	<b><u>Bladsy / Page</u></b>
	• Strategiese Dienste / <i>Strategic Services</i>	75 - 80
	• Toerisme & PEO / <i>Tourism &amp; LED</i>	81 - 94
	• Administrasie / <i>Administration</i>	95 - 99
	• Stadsbeplanning / <i>Town Planning</i>	100 - 106
	• Menslike Hulpbonne / <i>Human Resources</i>	107 - 120
(ii)	<b>Finansiële Dienste en Tesourie / Finance and Treasury</b>	<b><u>Bladsy / Page</u></b>
	• Section 52 Report	121 - 146
	• Inkomste / <i>Revenue</i>	147 - 159
	• Uitgawe / <i>Expenditure</i>	160 - 167
	• Financial System Administration	168 - 174
	• Salarisse en Administrasie / <i>Salaries and Administration</i>	175 - 182
	• Information Communication	183 - 206
	• Supply Chain and Fleet Management	<i>Apart aangeheg</i>

**BESTUURSAANBEVELING / MANAGEMENT RECOMMENDATION**

Dat die maandverslae vanaf departement Finansies- en IT Dienste vir Maart 2021 aanvaar word.

**AANBEVELING: FINANSIES- EN IT DIENSTE KOMITEE**

Dat die Bestuursaanbeveling aanvaar word.

**BESLUIT BK25/2021**

Na bespreking van die maandverslag van die Direkteur: Finansies- en IT Dienste vir Maart 2021, word die verslag aanvaar. / *After discussing the monthly report of the Director: Finance- and IT Services for March 2021, the report is accepted.*

7.3.2 **STRATEGIC RISK REGISTER: 2020/21**

The strategic risks for 2020/21 are as follows:

RISK ITEM	RISK DESCRIPTION	RESIDUAL RISK EXPOSURE	RESIDUAL RISK
R489	Inability to respond to disease outbreaks / pandemics	67.5	High
R487	Non- adherence to Restrictive Permit Conditions (Landfill Sites)	48	High
R484	Financial viability of the municipality	47.5	High
R485	Illegal Erection of Informal Structures and Land invasions	47.5	High
R488	Inadequate Provision of water supply – source	36.75	Medium
R486	Protest action / Civil unrest	33.75	Medium

The risks as well as actions to address the risks are captured on the Risk Assist Module of the Ignite System. Some risks have multiple actions. Each action is assigned a risk owner, who is responsible for updating the system. Strategic risks are generally updated on a quarterly basis. The update must include a percentage progress and a response.

Risk 489 - Inability to respond to disease outbreaks / pandemics was transferred from the Director Management Services to the Head of Department Human Resources and Development as the relevant risk action owner.

**MANAGEMENT RECOMMENDATION**

For noting by Council.

**RECOMMENDATION: FINANCE- AND IT SERVICES COMMITTEE**

That the management recommendation be accepted.

**RESOLUTION BK26/2021**

The Mayco takes note of the abovementioned Risk Register.

8. **DRINGENDE SAKE DEUR DIE MUNISIPALE BESTUURDER**

Geen.

9. **OORWEGING VAN KENNISGEWING VAN MOSIES**

Geen.

10. **OORWEGING VAN KENNISGEWING VAN VRAE**

Geen.

11. **OORWEGING VAN DRINGENDE MOSIES**

Geen.

12. **VERSLAG DEUR MUNISIPALE BESTUURDER OOR DIE UITVOERING VAN UBK BESLUIE**

Lys van onafgehandelde besluite word aangeheg op **bladsy 9** van hierdie Notule.

13. **IN-KOMITEE VERSLAE**

Die In-Komitee items word vertroulik hanteer.

14. **SLUITING**

Die vergadering verdaag om 12:30

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12. **ONAFGEHANDELDE UBK BESLUIE**

Besluit Nr	Onderwerp	Verkorte Besluit	Vordering	Verantwoordelike persoon
BK11/2014	Pad na Suiderstrand (16/3/3/2)	(i) In gesprek getree word met relevante rolspelers vir oorweging van 'n moontlike memorandum van ooreenkoms. (ii) Na afhandeling van die memorandum van ooreenkoms daar by die Provinsiale Minister van Publieke Werke aansoek gedoen word vir eksterne befondsing om die pad te herstel.	<i>The Suiderstrand Road item is under discussion with provincial Government and CAM is awaiting a formal correspondence from Provincial Government relating to the commitment of man and machine.</i>	DIS
BK106/2018	Betaalpunte: Oop tydens etensuur	(i) Verdere ondersoek gedoen word om betaalpunte tydens etensuur oop te hou. (ii) Dat die ondersoek ook uitgebrei word na die Verkeersafdeling.	<i>Nuwe verslag dien in Maart 2021 by Raadsvergadering.</i>	DFD
BK193/2018	Paapekuil Eiendom: Oordrag erwe 2706 en 2764, Struisbaai	(i) Aangesien die eiendom na die Raad oorgedra moet word en in die lig gesien dat Paapekuil Eiendom gederegistreer is en oor geen fondse beskik nie, word aanbeveel dat die Raad dit oorweeg om die betrokke gelde (R11 640,18) af te skryf ten einde die transaksie te kan finaliseer. (ii) Dat die Raad die oordrag-/koste sal hanteer.	<b>STAAN OOR</b>	DFD
BK194/2018	P & B Lime Works: Land and Infrastructure	(i) That Council approve in principle to accept the P & B Lime Works site by mid-November 2018 to avoid vandalism of the site. (ii) That a full financial report be submitted to Council, which also includes the fencing of the new property.	<i>The P &amp; B Lime site is currently being transferred to CAM. A detailed waste management plan is currently being developed for the site for future MIG funding.</i>	DIS
BK24/2020	Ruiling: Erf 766, WHK vir ged 377, WHK (Unitd Outreach Ministries)	(i) Dat die aangeleentheid na die Wykskomitee verwys word. (ii) Stadsbeplanning ondersoek instel na die moontlike onderverdeling van erf 377, Waenhuiskrans om United Outreach Ministries sowel as Siloam Community Church te akkommodeer. (iii) Dat 'n voorstel weer aan die Komitee voorgelê word.		Eiendoms-administrasie

**BESTUURSAANBEVELING**

Dat die Komitee kennis neem van die onafgehandelde besluite.

**BESLUIT BK27/2021**

Die UBK neem kennis van die onafgehandelde besluite asook dat besluit BK24/2020 afgehandel is.

Hierna gaan die UBK "In Komitee" om sake van vertroulike aard te bespreek.

BEKRAGTIG op hierdie

dag van

**2021**

\_\_\_\_\_  
**BURGEMEESTER**

**DATUM:**