



KAAP AGULHAS MUNISIPALITEIT
CAPE AGULHAS MUNICIPALITY
U MASIPALA WASECAPE AGULHAS

Kennis geskied hiermee dat 'n **ALGEMENE RAADSVERGADERING** van die Kaap Agulhas Munisipaliteit in die **Munisipale Raadsaal** sal plaasvind om **10:00** op **DINSDAG, 31 MAART 2026** om sake in die ingeslote Agenda te oorweeg.

Notice is hereby given that a **GENERAL COUNCIL MEETING** of the Cape Agulhas Municipality will be held in the **Municipal Council Chambers** on **TUESDAY, 31 MARCH 2026** at **10:00** to discuss the enclosed Agenda.

WP Rabbets

MUNISIPALE BESTUURDER / MUNICIPAL MANAGER



KAAP AGULHAS MUNISIPALITEIT
CAPE AGULHAS MUNICIPALITY
U MASIPALA WASECAPE AGULHAS

COUNCILLORS

Ald	D Burger	Speaker
Cllr	R Ross	Executive Mayor
Cllr	K Donald	Deputy Executive Mayor
Cllr	A Eksteen	
Cllr	S Ngxowa	
Ald	J Nieuwoudt	
Cllr	J August-Martinus	
Ald	D Jantjies	
Cllr	M Matthysen	
Cllr	R Louw	
Cllr	R Mokotwana	

OFFICE OF THE MUNICIPAL MANAGER

Mr	W Rabbets	Municipal Manager
Mr	Z Baca	Chief Audit Executive

CORPORATE SERVICES

Ms	T Stone	Divisional Head: Strategic Services
Mr	P Valentine	Manager: Administration Support

FINANCIAL SERVICES

Mr	W Jonker	Director: Financial Services
Mr	J Johnson	Manager: Budget and Treasury

PLANNING- AND COMMUNITY SERVICES

Ms	S Nel	Acting Director: Planning- and Community Services
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INFRASTRUCTURE SERVICES

Mr	H Kröhn	Director: Infrastructure Services
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COMMITTEE SERVICES

Ms	R Morkel	Senior Administration Officer: Committee Services
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INHOUDSOPGAW / TABLE OF CONTENT			
	ITEM	Bladsy / Page	Bladsy / Page
		Agenda	Bylaes
1.	<u>Welcome</u>	5	-
2.	<u>Opening with prayer</u>	5	-
3.	<u>Quorum / Applications for leave of absence</u>	5	-
4.	<u>Acceptance of Agenda</u>	5	-
5.	<u>Declaration of interest</u>	5	-
6.	<u>Interviews with delegates and/or other visits</u>	5	-
7.	<u>Minutes of Council Meeting for approval</u>		
7.1.	Minutes of Special Council Meeting: 27 February 2026	5	1-9
7.2.	Matters arising from Special Council Meeting minutes of 27 February 2026	5	-
7.2.1.	Amendment to Resolution 22/2026 – Amendment of Membership: Municipal Planning Tribunal (MPT)	5	-
8.	<u>Minutes of Executive Mayoral Committee Meeting for cognisance</u>		
8.1.	Minutes of MAYCO meeting – 19 November 2025	7	10-19
9.	<u>Minutes of Ward Committee meetings for cognisance (Jan – March 2026)</u>		
9.1.	Ward 1: 10 February 2026	7	20-23
9.2.	Ward 2: 10 February 2026	7	24-26
9.3.	Ward 3: 11 February 2026	7	27-30
9.4.	Ward 4: 09 February 2026	7	31-34
9.5.	Ward 5: 18 February 2026	7	35-39
9.6.	Ward 6: 17 February 2026	7	40-41
10.	<u>Announcements by the Speaker</u>		
10.1.	Letters of thanks	7	-
10.2.	Joy and sorrow	7	-
10.3.	General	7	-
11.	<u>Announcements by the Executive Mayor</u>	7	-
12.	<u>Feedback from Councillors of meetings attended</u>		
12.1.	SALGA: Provincial Working Group – Development Planning & Rural Development	7	42-47
12.2.	SALGA: Provincial Working Group – Water & Sanitation	7	48-51
12.3.	SALGA: Provincial Working Group – Environmental Management & Climate Resilience	7	52-53
12.4.	SALGA: Provincial Working Group – Community Development & Security	7	54-56
12.5.	SALGA: Provincial Working Group – Public Transport & Roads	7	57-65
12.6.	SALGA: Provincial Working Group – Emergency Services & Disaster Management	7	66-82

INHOUDSOPGAWE / TABLE OF CONTENT (Vervolg / Continues)			
	ITEM	Bladsy / Page	Bladsy / Page
		Agenda	Bylaes
13.	<u>Items for Consideration</u>		
13.1.	Report to Council on the Municipal Public Accounts Committee's activities as at 22 September 2025	8	83-84
13.2.	Report of the Audit Committee for the quarter ended 31 December 2025	9	85-89
13.3.	External Audit Action plan for the Auditor General Audit of the 2024/25 Financial year (OPCAR): Monthly progress report as at 25 March 2026	10	90-96
13.4.	Progress report: Grant-in-aid – Food security (Soup kitchen support programme) 2025/2026 Financial year	11	-
13.5.	Internal review of the Spatial Development Framework (SDF)	13	-
13.6.	Internal Review of the Integrated Human Settlements Plan (IHSP)	16	97-135
13.7.	Re-establishment of the Municipal Housing Committee	19	136-141
13.8.	Approval of the Cape Agulhas Municipality Beneficiary Selection Policy (2026)	21	142-191
13.9.	Review of Disaster Management Plan 2026	23	192-328
13.10.	Correction of applicant name: Resolution 170/2025 (06 October 2025)	25	-
13.11.	Request from Suideroord Old Age Home for reduction of purchase price: Alienation of municipal property – Smith- and Matthee Street	27	329
13.12.	Approval of the Fourth revision (2026/27) of the 2022/23 – 2026/27 Integrated Development Plan	32	To be distributed
13.13.	Draft Annual Budget for the 2026/27 MTREF financial year	34	distributed
14.	<u>Announcements by the Municipal Manager</u>	38	-
15.	<u>Consideration of Motions</u>	38	-
16.	<u>Consideration of Notice of Questions</u>	38	-
17.	<u>Consideration of Urgent Motions</u>	38	-
18.	<u>In-Committee (provided seperately)</u>	38	-
19.	<u>Closure</u>	38	-

**AGENDA VAN 'N ALGEMENE RAADSVERGADERING IN DIE MUNISIPALE
RAADSAAL GEHOU TE WORD OM 10:00 OP DINSDAG, 31 MAART 2026**

**AGENDA OF A GENERAL COUNCIL MEETING TO BE HELD ON TUESDAY,
31 MARCH 2026 AT 10:00 AT THE MUNICIPAL COUNCIL CHAMBERS**

1. **WELCOME**
2. **OPENING WITH PRAYER**
3. **QUORUM/APPLICATIONS FOR LEAVE OF ABSENCE**
4. **ACCEPTANCE OF AGENDA**
5. **DECLARATION OF INTEREST**
6. **INTERVIEWS WITH DELEGATES AND/OR OTHER VISITS**
7. **MINUTES OF COUNCIL MEETING FOR APPROVAL**

- 7.1. Minutes of Special Council Meeting: 27 February 2026

RECOMMENDATION

That Council approves the Minutes of the Special Council Meeting held on 27 February 2026.

- 7.2. Matters arising from Special Council Meeting minutes of 27 February 2026.

- 7.2.1. Amendment to Resolution 22/2026 – **AMENDMENT OF MEMBERSHIP: MUNICIPAL PLANNING TRIBUNAL (MPT)**

PURPOSE OF REPORT

For Council to approve an amendment on the list of MPT members approved by Council on the 27 February 2026, Council Resolution 22/2026.

BACKGROUND

A municipality must in terms of section 35 of SPLUMA establish a Municipal Planning Tribunal for its Municipal area to determine land use and land development applications within its municipal area that are categorised as determinable by the MPT.

The composition of the Municipal Planning Tribunal in terms of section 36 (3) of SPLUMA must consist of at least 5 members. The Municipal Council must designate a member of the tribunal as chairperson, and another as deputy chairperson to act as chairperson when the chairperson is absent or unable to perform his duties.

The members are appointed for 5 years, or a shorter period as may be determined by the Council but may not be appointed for a continuous period exceeding 10 years. The Council has approved 5-year terms for its members.

PROPOSED COMPOSITION OF THE MPT:

The approved composition of the MPT was:

Internal members	Mr Wessel Rabbets	Chairperson
	Mr Hendrik Krohn	Deputy chairperson
	Mr Fabian Stryers	Member
	Mr Deon Wasserman (March 2022 - Resolution 35/2022)	Secundus
	Ms Tracey Stone (March 2022 - Resolution 35/2022)	Secundus
External members	Mr Ron Brunnings	Member
	Mrs Dalene Carstens (DEADP) (January 2023 - Resolution 10/2023)	Member
	Mr Francois Kotze	Secundus

Proposal: To replace External Secundus Francois Kotze with Rulien Volschenk.

RECOMMENDATION

That Council approves the replacement of Francois Kotze with Rulien Volschenk as external secundus of the Municipal Planning Tribunal for a period of 5 years.

8. MINUTES OF EXECUTIVE MAYORAL COMMITTEE MEETING FOR COGNISANCE

8.1. Minutes of MAYCO meeting – 19 November 2025

9. MINUTES OF WARD COMMITTEE MEETINGS FOR COGNISANCE (JANUARY - MARCH 2026)

9.1. Ward 1: 10 February 2026

9.2. Ward 2: 10 February 2026

9.3. Ward 3: 11 February 2026

9.4. Ward 4: 09 February 2026

9.5. Ward 5: 18 February 2026

9.6. Ward 6: 17 February 2026

10. ANNOUNCEMENTS BY THE SPEAKER

10.1. Letter of thanks

10.2. Joy and sorrow

10.3. General

11. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

12. FEEDBACK FROM COUNCILLORS OF MEETINGS ATTENDED

12.1. SALGA: Provincial Working Group – Development Planning and Rural Development

12.2. SALGA: Provincial Working Group – Water and Sanitation

12.3. SALGA: Provincial Working Group – Environmental Management and Climate Resilience

12.4. SALGA: Provincial Working Group – Community Development and Security

12.5. SALGA: Provincial Working Group – Public Transport and Roads

12.6. SALGA: Provincial Working Group – Emergency Services & Disaster Management

13. ITEMS FOR CONSIDERATION

13.1. REPORT TO COUNCIL ON THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE'S ACTIVITIES AS AT 22 SEPTEMBER 2025

ADMIN SUPPORT (COMMITTEE SERVICES)

PURPOSE OF THE REPORT

The purpose of this report is to present to Council the MPAC report on its activities for the period as at 22 September 2025.

The minutes of 9 December 2025 will be submitted to MPAC for approval, before a report can be submitted to Council.

BACKGROUND

In terms of section I, par. 1 of the MPAC Charter, the Committee must report at least quarterly on the activities of the Committee and any recommendations made by them. As per the same section, the minutes of any meeting will serve as the report and will be tabled at the next Council meeting after the MPAC meeting. The Committee has attached the Minutes of an Urgent Special MPAC meeting held on 22 September 2025 for consideration by Council.

STAFF IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

LEGAL IMPLICATIONS

Adherence to section I of the MPAC Charter requiring at least quarterly reporting to Council.

RECOMMENDATIONS

That Council consider the recommendations of MPAC (signed minutes attached).

13.2. **REPORT OF THE AUDIT COMMITTEE FOR THE QUARTER ENDED
31 DECEMBER 2025**

OFFICER OF THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

To present to Council the Audit Committee report on its activities for the quarter ended 31 December 2025.

BACKGROUND

In terms of National Treasury Circular 65 of 2003, the municipality's Audit Committee must report to Council, on a quarterly basis, on its functions and activities for that quarter including its oversight function over the Internal Audit Function. The Committee has completed its report for the quarter ended 31 December 2025 for consideration by the Council.

The Committee wishes to bring to Council's attention to following items in their report:

Par. 7 – Areas of satisfaction.

Par. 8 – Concerns/ Governance alerts to Council

Par. 9 – Audit Committee Opinion

Par. 10 – Recommendations to Council

STAFF IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

LEGAL IMPLICATIONS

Compliance to National Treasury Circular 65 of 2012

AUDIT COMMITTEE RECOMMENDATION

That the Council consider and approve the Audit Committee report for the quarter ended 31 December 2025.

13.3. **EXTERNAL AUDIT ACTION PLAN FOR THE AUDITOR GENERAL AUDIT OF THE 2024/25 FINANCIAL YEAR (OPCAR): MONTHLY PROGRESS REPORT AS AT 25 MARCH 2026**

PURPOSE OF REPORT

To present to Council the Audit Action Plan (OPCAR) meant to address the audit findings made by the Auditor-General of South Africa (AGSA) during the 2024/25 financial year audit.

BACKGROUND

The AGSA's audit of the financial affairs, operations and activities of the municipality for the 2024/25 financial year revealed some shortcomings that needs to be addressed. These shortcomings have been taken up in the 2024/25 OPCAR where specific corrective measures have been determined for implementation.

The Audit Action Plan needs to be uploaded on National Treasury's FCMMAAP Portal by the Audit Champion and updated with progress on the implementation of corrective actions meant to address AGSA findings. Provincial Treasury has access to the portal to monitor the implementation of corrective measures. The report will then be drawn from this portal for tabling before Council as well as quarterly to the Audit Committee for oversight. However, as at 25 March 2026, no update had been made on the online portal relating to the Audit Action Plan (OPCAR) by the assigned Audit Champion.

STAFF IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

LEGAL IMPLICATIONS

None

RECOMMENDATION

That the Council considers the progress made in implementing corrective measures to address findings of the AGSA in the 2024/25 OPCAR as at 25 March 2026.

13.4. **PROGRESS REPORT: GRANT-IN-AID – FOOD SECURITY (SOUP KITCHEN SUPPORT PROGRAMME) 2025/2026 FINANCIAL YEAR**

ITEM PREPARED BY: MANAGER: SOCIO-ECONOMIC DEVELOPMENT
DIVISION: HUMAN DEVELOPMENT

PURPOSE OF REPORT

To provide Council with a progress update on the implementation of the Grant-in-Aid process for the Food Security Soup Kitchen Support Programme for the 2025/2026 financial year.

BACKGROUND

Council will recall that an initial process was undertaken in May-June 2025 to consider applications for support under the Soup Kitchen Assist Programme. However, the item was not approved, and a decision was taken to re-advertise the programme to ensure broader participation and enhanced compliance with the Grant-in-Aid Policy and applicable legislative requirements.

Accordingly, a re-advertisement was issued inviting eligible organisations to apply for funding support, with a closing date of 20 February 2026, as per the approved public notice.

CURRENT STATUS

1. Following the re-advertisement process, a total of three (3) new applications were received within the prescribed timeframe. Namely Geluksoord Bejaarde Klub (Elim), Concern Mothers (Zwelitsha) and Paulins Rheinicke Soup Kitchen (Zwelitsha)
2. In addition, applications received during the initial advertisement remain valid and continue to form part of the overall evaluation pool, in line with the provisions of the re-advertisement. The total applications received is 10 inclusive of the re-advertisement.
3. The SED department has completed the administrative screening and compliance checks to ensure that all applications meet the minimum eligibility and responsiveness criteria as set out in the Grant-in-Aid Policy.
4. A request was submitted to the Chairperson of the Grant-in-Aid Committee to convene an evaluation meeting in order to assess all compliant applications.

NEXT STEPS

1. The Grant-in-Aid Committee will convene on 23 March 2026 to evaluate all compliant applications in accordance with the approved policy framework and evaluation criteria.
2. Upon completion of the evaluation process, a formal report with recommendations will be compiled and submitted for Section 80's consideration.

LEGISLATIVE AND POLICY COMPLIANCE

The process undertaken remains aligned with:

1. The Municipal Finance Management Act (Act 56 of 2003), particularly Section 67 relating to transfers and grants.
2. MFMA Circular 131, which emphasises transparency, accountability, and fairness in the allocation of public funds.
3. The Cape Agulhas Municipality Grant-in-Aid Policy, governing eligibility, evaluation, and allocation processes.
4. The principles of fairness, transparency, and inclusivity as required in public administration.

FINANCIAL IMPLICATIONS

No financial allocations have been made at this stage. Financial implications will be detailed in a subsequent report following the completion of the evaluation process and Council approval.

RECOMMENDATION

It is recommended that Council:

1. Note the progress made in the implementation of the Grant-in-Aid Food Security Soup Kitchen Support Programme for the 2025/2026 financial year.
2. Note that the evaluation of applications will be undertaken by the Grant-in-Aid Committee on 23 March 2026.
3. Note that a further report will be submitted to Council for consideration and approval following completion of the evaluation process.

13.5. **INTERNAL REVIEW OF THE SPATIAL DEVELOPMENT FRAMEWORK (SDF)**

PURPOSE OF THE REPORT

To obtain Council approval for the internal review of the SDF, which remains valid until 2027.

LEGAL FRAMEWORK

The Municipal Spatial Development Framework forms part of the Municipality's Integrated Development Plan and is the principal spatial planning instrument for guiding land use, infrastructure investment, development priorities and spatial decision-making within the municipal area.

The review and amendment of the Municipal SDF must be undertaken in accordance with the following legal framework:

- the Constitution of the Republic of South Africa, 1996;
- the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);
- the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SPLUMA);
- the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014) (LUPA);
- the Spatial Planning and Land Use Management By-law and related regulations; and
- the Cape Agulhas Municipal Land Use Planning By-Law, 2022.

In terms of the Municipal Systems Act, the IDP must reflect a spatial development framework, and the municipal council must review its IDP annually and amend it where changing circumstances require. As the SDF forms part of the IDP, any review or amendment of the SDF must be processed in accordance with the applicable legal framework for amendment of the IDP and the more specific procedural requirements in SPLUMA, LUPA and the Municipal Land Use Planning By-Law.

In terms of section 3 of the Cape Agulhas Municipal Land Use Planning By-Law, 2022, Council must take the decision to compile or amend its SDF.

BACKGROUND

Council previously approved the redrafting of a new five-year Municipal Spatial Development Framework based on the 2017 SDF. Following the statutory process, consultation and refinement of the draft, the current Cape Agulhas Municipal Spatial Development Framework 2022–2027 was approved and adopted by Council during 2024.

During the implementation and use of the approved SDF, it became apparent that certain information now reflected in the document requires verification, updating and possible amendment. This includes sector information, housing figures, infrastructure planning inputs, alignment with current municipal realities, and certain map and text inconsistencies.

To initiate an evidence-based internal review, the Planning section circulated an internal memorandum on 28 January 2026 to relevant municipal departments, requesting updated departmental information and engagement on matters reflected in the approved SDF.

SMALL AMENDMENTS

1. Housing waiting list

Updated housing waiting list figures were provided by Human Settlement Department, indicating the following current registered housing needs:

Area	February 2026 waiting list
Bredasdorp	1,968
Arniston	158
Struisbaai	430
Elim	142
Napier	792
Total	3,490

The above figures differ from the housing backlog figures currently reflected in the approved SDF and therefore require updating in the housing demand and spatial prioritisation sections.

2. Arniston/Waenhuiskrans Mapping and Text Inconsistency

A specific discrepancy was identified in the Arniston/Waenhuiskrans section of the approved SDF.

The map for Arniston/Waenhuiskrans identifies Project 4 as “Mixed-use Housing”, while the related wording elsewhere refers to “Low Income Housing”. In addition, the text proposes “possible mixed use development” on land east of Kamp Street and south of Geelbek Avenue.

This inconsistency must be corrected so that the map, legend and descriptive text reflect the same development intent.

In summary, please replace “Low Income Housing” with “Mixed-use Housing”:

1. On page 177 – Last sentence.
2. On page 180 – Legend description No. 4.

FINANCIAL IMPLICATIONS

None.

RECOMMENDATION

That Council approves the small amendments under point 4 as part of the internal review of the SDF, which remains valid until 2027.

13.6. **INTERNAL REVIEW OF THE INTEGRATED HUMAN SETTLEMENTS PLAN (IHSP)**

AFFECTED WARDS

All Wards

PURPOSE OF THE REPORT

To obtain Council approval for the Review of the Integrated Human Settlements Plan (IHSP), which remains valid until 2030. This update includes latest Housing Waiting List figures and forms part of the annual statistical refresh required for IDP and Provincial reporting alignment.

BACKGROUND

1. The Integrated Human Settlements Plan (IHSP) is the Municipality's approved long-term human settlement planning document and remains applicable until 2030. It guides the housing pipeline, land demand forecasting, beneficiary planning, project prioritisation, and funding submissions.
2. The Human Settlements Department updates the Housing Waiting List figures annually to ensure accuracy for reporting to the Western Cape Department of Infrastructure (Human Settlements), the IDP review cycle, and internal planning.
3. The verified February 2026 waiting list numbers have now been consolidated and integrated into the IHSP, replacing the 2025 values previously reflected in the plan.
4. This update does not constitute a review of the IHSP. Only the statistical waiting list component has been amended, in line with annual IDP and sector plan requirements.

DISCUSSION

1. Updated 2026 Waiting List Figures

The updated, verified waiting list figures per town are as follows:

Town	2026 Waiting List
Bredasdorp	1 968
Arniston	158
Struisbaai	430
Elim	142
Napier	792
TOTAL	3 490

2. Integration in the IHSP

- Figures updated in the "Housing Waiting List" statistical subsection.
- Annexure A updated with 2026 totals.
- A revised 2026 Waiting List Chart has been added to the IHSP.

- No changes were made to the housing pipeline, project yield projections, land demand analysis, or SDF alignment.

3. Implications

- The updated figures ensure accuracy for:
- Beneficiary management and allocation
- Provincial HSDG funding motivation
- Planning of land requirements
- Alignment with IDP 2026/27 Review

LEGISLATIVE REQUIREMENTS

This update ensures alignment with:

- Municipal Systems Act (Annual IDP Review)
- Housing Act 107 of 1997
- Western Cape Department of Infrastructure (Human Settlements) reporting requirements
- Integrated Human Settlements Framework and National Housing Code

FINANCIAL IMPLICATIONS

None.

This is a statistical update and does not require new financial commitments.

ALIGNMENT WITH THE IDP

The IHSP is a sector plan of the IDP; therefore, updating the waiting list ensures alignment with the IDP Review and enhances planning credibility.

RECOMMENDATION

It is recommended that Council:

1. Notes the updated 2026 Housing Waiting List figures for Cape Agulhas Municipality, namely:
 - Bredasdorp: 1 968
 - Arniston: 158
 - Struisbaai: 430
 - Elim: 142
 - Napier: 792Total: 3 490 applicants
2. Approves the incorporation of the updated 2026 waiting list figures into the Integrated Human Settlements Plan (IHSP).
3. Confirms that the update does not constitute a review of the IHSP, which remains valid until 2030.
4. Authorises the Human Settlements Department to submit the updated IHSP (2026 version) to the Western Cape Department of Infrastructure (Human Settlements).

APPENDICES / ANNEXURES

Annexure A: Updated Waiting List Figures (2026)

Annexure B: Updated Waiting List Chart (2026)

Annexure C: Updated IHSP (2026 Statistical Version)

13.7. **RE-ESTABLISHMENT OF THE MUNICIPAL HOUSING COMMITTEE**

PURPOSE OF THE REPORT

To obtain Council approval to re-establish the Municipal Housing Committee consisting of Councillors and designated Officials including the Land Use Management, Building Control Department and Infrastructure Services to strengthen fairness, transparency, oversight, and governance in all municipal housing-related processes and projects.

BACKGROUND

1. The Municipality previously had a Housing Committee that served as an oversight, advisory, and governance structure for Human Settlements matters. It ensured fairness, transparency and improved communication with communities.
2. The dissolution/inactivity of the Committee has resulted in reduced political oversight, increased public concern, and insufficient structured coordination between departments involved in housing delivery.
3. The complexity of current housing programmes—including IRDP, UISP, GAP market housing, informal settlement upgrades, land development applications, and bulk engineering requirements—necessitates multi-departmental coordination

DISCUSSION

1. The re-establishment of the Committee is crucial for accountability, fairness, and adherence to good governance principles.
2. **Proposed Composition:**

Category	Members
Councillors	Portfolio Chairperson & All other Councillors
Human Settlements	Director: Planning & Community Services; Manager: Human Settlements. Senior Housing Officer.
Building Control	Manager: Building Control Official responsible for compliance and inspections.
Land Use Management	Manager & Town Planner:
Infrastructure Services	Representative from Civil/Water/Wastewater/Stormwater to advise on bulk infrastructure readiness.
Infrastructure Services Electricity Department	Electrotechnical representative for grid capacity, connections, and development planning.

3. Meeting Frequency:

The Committee will meet monthly or more frequently depending on project phases and operational requirements.

4. Functions of the Committee include:

- Reviewing and verifying beneficiary lists and allocations
- Monitoring fairness and waiting list integrity
- Facilitating interdepartmental coordination for housing projects
- Ensuring compliance with the National Housing Code and other legislation
- Overseeing communication and engagement with communities
- Identifying risks, delays, and infrastructure constraints affecting projects

FINANCIAL IMPLICATIONS

No additional financial implications are expected as the Committee will utilise existing staff and administrative resources.

LEGAL IMPLICATIONS

The establishment of the Committee aligns with the Municipal Systems Act, Housing Act 107 of 1997, National Housing Code, and principles of good governance.

ALIGNMENT WITH IDP

The Committee supports IDP objectives relating to Good Governance, Human Settlements Development, Transparent Administration, and Interdepartmental Coordination.

RECOMMENDATION

It is recommended that Council:

1. Approves the re-establishment of the Municipal Housing Committee.
2. Approves the composition listed in Section 3.2.

13.8. **APPROVAL OF THE CAPE AGULHAS MUNICIPALITY BENEFICIARY SELECTION POLICY (2026)**

PURPOSE

To seek Council approval of the Cape Agulhas Municipality Beneficiary Selection Policy (2026), confirming that it already incorporates the Amended Western Cape Provincial Framework Policy for Beneficiary Selection (2022) and Circular C2 of 2021, hence no major changes are required prior to adoption.

BACKGROUND

The Western Cape's Amended Framework Policy (2022) updates the 2012 norms to implement the National Directive (Sept 2020), introducing product differentiation and reaffirming registration-date ordering. Circular C2 of 2021 guides municipalities on prioritising ND groups and applying controlled easing.

POLICY ALIGNMENT SUMMARY

The CAM 2026 Policy aligns with Provincial and Circular requirements: registration-date ordering, 3-year minimum registration, product differentiation rules, ND priority groups, HS Business Plan annual allocation scenarios, pre-screening, objections processes and institutional separation.

LEGISLATIVE CONTEXT

Relevant legislation includes - Constitution (s26), Housing Act 107 of 1997, National Housing Code (2009), National Directive (2020), Amended Western Cape Beneficiary Selection Framework (2022), and Circular C2 of 2021.

FINANCIAL IMPLICATIONS

Approval of the Policy has no direct financial implications beyond existing administrative processes.

RISK AND COMPLIANCE

Approval mitigates compliance risks and strengthens administrative fairness, transparency, and auditability.

ALTERNATIVES CONSIDERED

Options to re-draft or defer approval are not recommended because the Policy already fully integrates Provincial and Circular requirements.

RECOMMENDATION

1. That Council notes that the Cape Agulhas Municipality Beneficiary Selection Policy (2026) already incorporates the Amended Western Cape Provincial Framework Policy (2022) and Circular C2 of 2021.
2. That Council approves the Cape Agulhas Municipality Beneficiary Selection Policy (2026) without further amendments.
3. That the Policy be implemented with effect from the date of this Council resolution.

13.9. **REVIEW OF DISASTER MANAGEMENT PLAN 2026**

REPORT BY THE MANAGER PUBLIC SAFETY

PURPOSE OF REPORT

To present Council with the Reviewed Disaster Management Plan 2026 for its municipal area as an essential requirement.

BACKGROUND

The Municipality must comply with the legislative requirements by reviewing and updating its Disaster Management Plan on an annual basis, this is to enhance preparedness, response and recovery capabilities. The review involves a comprehensive assessment of the plan's effectiveness in addressing potential hazards, mitigating risks, and safeguarding lives and property. By incorporating lessons learned from the past incidence, stakeholder feedback, and updated risk assessments, the reviews ensure that the plan remain dynamic and responsive to evolving challenges. The process underscores the commitment to build resilience and fostering a culture of safety within the community.

DISCUSSION

Cape Agulhas Municipality (CAM) recognizes the increasing threat of disasters, hazards, and emergencies in South Africa. In response, this revised Disaster Management Plan (DMP) aims to transition from a reactive to a proactive approach, emphasizing careful planning, mitigation, and preparedness. Furthermore, the Municipality acknowledges the critical importance of proactive and efficient disaster management procedures in protecting the lives, properties, and livelihoods of its communities/citizens.

The revised Disaster Management Plan include the Disaster Management Policy Framework, which provides an overarching policy framework for disaster management in the Cape Agulhas Municipality, and the Integrated Institutional Standard Operating Procedures (SOP), which outlines proactive emergency response and prevention protocols to ensure effective disaster management.

The purpose of this document is to present a revised Disaster Management Plan (DMP) for the Cape Agulhas Municipality (CAM). This revision aims to align with the requirements of Section 53(1)(a) of the Disaster Management Act, 2002 (Act 57 of 2002), and integrate a comprehensive, recalibrated Disaster Risk Management approach. This revision also aims to integrate a comprehensive Integrated Institutional Disaster Management approach, reflecting the Municipality's evolution towards a multi-disciplinary response to disaster risk.

1. Key Aspects of the Revised Plan

The revised plan comprises three key elements:

- Chapter 1: Context and Arrangements

Outlines the context and confirmed arrangements for managing risks and preparing for disasters within the Cape Agulhas Municipality, as required by the Disaster Management Act.

Annexures to the Disaster Management Plan:

- Chapter 2: Disaster Risk Management Policy Framework
Presents the tactical response approaches and strategies for disaster risk management, providing a foundation for the Municipality's disaster management efforts.
- Chapter 3: Institutionalized Standard Operating Procedures
Details the standardized procedures for disaster management, ensuring alignment with monitoring, evaluation, and reporting obligations per department.

Pursuant to Section 48 of the Disaster Management Act, 57 of 2002, as amended, this plan is subject to periodic reviews and updates to maintain alignment with national and provincial disaster management frameworks. The Disaster Management Act aims to provide an integrated and coordinated disaster management policy focused on preventing or reducing disaster risks, mitigating severity, and ensuring rapid response and post-disaster recovery. By submitting this revised plan to the Council for approval, the Cape Agulhas Municipality marks a significant milestone in enhancing its institutional integrated capacity to effectively manage disasters

LEGAL FRAMEWORK

Section 53 of Disaster Management Act, 57 of 2002

FINANCIAL IMPLICATIONS

There is currently no dedicated budget for Disaster Management under the Public Safety Department. Based on the trends experienced in the 2023/2024 and 2024/2025 financial year, Council is requested to budget **R500 000** for Disaster Management activities.

COMMENTS BY ACTING DIRECTOR: PLANNING & COMMUNITY SERVICES

The review of the disaster management plan, despite being a legislative requirement, was also necessary to mitigate against the risks that have been identified through the trend analysis. Our inherent disaster risk remains flooding followed by drought and wildfires with climate change as the catalyser. This plan seeks to provide mitigation strategies to cope with these inherent risks and building back better to the communities.

RECOMMENDATION

That the Revised Disaster Management Plan 2026 which includes the Disaster Management Policy Framework and the Integrated Institutional Standard Operating Procedures (SOP) be approved by Council

13.10. **CORRECTION OF APPLICANT NAME: RESOLUTION 170/2025
(06 OCTOBER 2025)**

Item submitted by

DIRECTORATE : CORPORATE SERVICES
DIVISION : PROPERTY ADMINISTRATION

PURPOSE OF REPORT

To request Council to approve the correction of the applicant's name as recorded in Resolution 170/2025 dated 06 October 2025.

BACKGROUND

Council considered and approved an application for the alienation (purchase) of a portion of the Remainder of Erf 506, Arniston (Ward 6), to extend the eastern boundary of Erf 445.

RESOLUTION 170/2025

1. *That the report and annexures regarding the application to purchase a portion RE of Erf 506, Arniston to extend the eastern boundary of Erf 445, be noted.*
2. *That it be confirmed in terms of Section 14(2)(a) of the MFMA that the portion RE of Erf 506 approximately 39m² in size is not required to provide the minimum level of basic services.*
3. *That it be approved in principle that a Portion RE of Erf 506, Arniston, measuring ± 39m² be sold to Mrs M Potgieter.*
4. *That proposed sale of be advertised for public input.*

The application was submitted by Mrs Melita Lynn Poplett. However, due to an administrative error, the applicant's name was incorrectly recorded in the report and subsequent resolution as Mrs Melita Lynn Potgieter.

I recently purchased erf 445, #4 Skool st, Arniston and am consulting with Mr Wessel Louwrens on plans for a boundary wall. Mr Frank Truter has pegged the property for me.

My question to you is; May I extend the Eastern boundary of erf 445 by 3m? It is open municipal land and currently serves as a rockery and makeshift road between Kamp St and the cul de sac off Skool St.

My reasons are that I'd like to build a 3m wide garage, in the same position as the plans already shared with your department, but this would obstruct two of my neighbours North facing windows and make the interior of their home quite dark. I don't want to do that, nor would I enjoy someone building in front of my windows.

If I have permission to extend the Eastern boundary by 3m and build the garage on that, this would, I think, alleviate the neighbourly problem.

Should my request be viable, please advise on the PSM cost, or councils' price for a 1m, 2m & 3m extension to the Eastern boundary of Erf445 so I can see what fits in my budget.

Thanking you in advance.

Regards,

DISCUSSION

The error relates solely to the incorrect recording of the applicant's surname. The identity of the applicant, the property concerned, and the substance of the application remain unchanged.

It is therefore necessary to correct the official Council records to reflect the accurate name of the applicant.

LEGAL / POLICY IMPLICATIONS

There are no legal or policy implications arising from this correction. The amendment is administrative in nature and does not affect the validity of the resolution.

FINANCIAL IMPLICATIONS

Valuation was obtained.
R 30 000.00 (Excluding VAT)

RECOMMENDATION

1. That Council takes note that the applicant name in Resolution 170/2025 dated 06 October 2025 was incorrectly recorded as Mrs Melita Lynn Potgieter.
2. That Council approves the correction of the applicant's name to Mrs Melita Lynn Poplett.
3. That all records and documentation pertaining to Resolution 170/2025 be amended accordingly.
4. That it be approved that a Portion RE of Erf 506, Arniston, measuring ± 39m² be sold to Mrs Melita Lynn Poplett, at a price of R 30 000.00 (Excluding VAT).
5. That all other aspects of Resolution 170/2025 remain unchanged.

13.11. **REQUEST FROM SUIDEROORD OLD AGE HOME FOR REDUCTION OF PURCHASE PRICE: ALIENATION OF MUNICIPAL PROPERTY – SMITH STREET AND MATTHEE STREET**

Item Prepared by

Directorate : Corporate Services

Division : Manager: Administration

PURPOSE

To consider a request received from Suideroord Old Age Home for a reduction in the approved purchase price for the alienation of municipal property situated at Smith Street and Matthee Street, from R70 000 to R40 000.

BACKGROUND

**ALIENATION: PURCHASE: SMITH-AND MATTHEE STREET,
BREDASDORP (WARD 4) – ACVV SUIDEROORD**

Upon the proposal by the Executive Deputy Mayor, Councillor K Donald and seconded by Alderman J Nieuwoudt, Council unanimously resolved:

RESOLUTION 147/2025

That Council takes note of: The report and annexures regarding the application to purchase Smith- and Matthee Street, Bredasdorp to be consolidated with Erf 2177, Bredasdorp.

1. The comments received from the public and the response thereto.
2. That even if the property is used in the delivery of service, it can be alienated, provided that the municipality retains sufficient real rights to ensure that there will be a continuation of uninterrupted municipal services.
3. That Council approves a portion of Smith- ($\pm 946\text{m}^2$) and Matthee Street ($\pm 1675\text{m}^2$), be sold to ACVV Suideroord at a cost of R 70 000 (excl. VAT), subjected to: All planning approvals required in terms of the Cape Agulhas By-law on Municipal Land Use Planning, 2022 and the Cape Agulhas Municipality Zoning Scheme By-Law 2022 be obtained by the purchaser at own cost.
4. A suspensive condition that the Municipal Planning Tribunal approve the planning applications within a period of 18 months from date of sale, failing which the agreement will lapse.
5. The servitudes be registered over the property in favour of the Municipality at the cost of the applicant for the provision of municipal services.
6. A restrictive condition be put into the title deed prohibiting them from reselling the property without Council's permission.
7. All legal and contractual costs associated with the purchase be for the account of the buyer.

Council previously approved the alienation of municipal land situated at Smith Street and Matthee Street to Suideroord Old Age Home for an amount of R70 000.

The proposed alienation followed the applicable municipal processes and legislative requirements governing the disposal of municipal immovable property.

After the Council approval, the Suideroord Old Age Home submitted a formal request to the Municipality requesting that the purchase price be reduced from R70 000 to R40 000.

Council is therefore requested to consider the request.

LEGAL AND POLICY FRAMEWORK

The disposal of municipal immovable property is governed by the following legislation:

1. Local Government: Municipal Finance Management Act (MFMA), Act 56 of 2003

Section 14(2) of the MFMA stipulates that a municipality may transfer ownership of a capital asset only after the municipal council has decided:

- that the asset is not required to provide the minimum level of basic municipal services, and
- that the fair market value of the asset has been considered.

2. Municipal Asset Transfer Regulations (2008)

In terms of Regulation 4(1) of the Municipal Asset Transfer Regulations:

A municipality may transfer a capital asset only if the transfer:

- is fair, equitable, transparent, competitive and consistent with the supply chain management policy of the municipality, and
- the municipality has considered the fair market value of the asset and the economic and community value to be received in exchange.

Furthermore, Regulation 5 requires that when a municipality disposes of an asset below market value, the municipality must be able to demonstrate that:

- the transaction will benefit the local community, and
- Council has recorded sufficient reasons for deviating from the fair market value.

Failure to adequately justify such deviations may result in audit findings by the Auditor-General of South Africa (AGSA).

PROPERTY VALUATION AND MARKET RELATED PRICE

The purchase price of R70 000 was determined as a fair market related value for the property.

The determination of the selling price considered:

- the size and location of the property situated at Smith Street and Matthee Street;
- the current municipal valuation roll and/or asset register
- the requirement in terms of the Municipal Asset Transfer Regulations that municipal assets should, as a general principle, be disposed of at fair market value.

The approved purchase price therefore represents a reasonable and defensible market-related value, which aligns with the requirements of the MFMA and Municipal Asset Transfer Regulations.

Reducing the purchase price to R40 000 would result in the asset being disposed of below its fair market related value.

FINANCIAL IMPLICATIONS

Should Council approve the request to reduce the purchase price from R70 000 to R40 000, the Municipality will incur:

- A direct revenue loss of R30 000, and
- The disposal of a municipal asset below its determined market related value.

This may expose the Municipality to:

- Adverse audit findings, and
- Concerns regarding the protection and management of municipal assets.

RISK IMPLICATIONS

Approval of the request may result in the following risks:

Financial Risk

- Reduction in municipal revenue from the disposal of the property.

Audit Risk

- Possible findings from the Auditor-General relating to the disposal of municipal assets below market value without sufficient justification.

Precedent Risk

- Approval may create a precedent for future requests from other organisations seeking reduced property prices.

Governance Risk

- Potential perception of unequal or preferential treatment in municipal property transactions.

COMMENTS FROM INTERNAL DEPARTMENTS/ DIRECTORS

MANAGER: PROPERTY ADMINISTRATION

The Municipality acknowledges the important role played by Suideroord Old Age Home in providing care and accommodation services to elderly residents within the community.

However, municipal assets must be managed in a manner that ensures:

- financial sustainability,
- compliance with legislative prescripts, and
- protection of municipal resources.

The approved price of R70 000 represents a fair market related value, and there are currently no sufficient legislative or financial grounds to justify a reduction of the purchase price.

For this reason, this division is of the view that the request cannot be supported.

MANAGER STRATEGIC SERVICES

Sub-regulation 13(2) of the Municipal Asset Transfer Regulations (2008), provides as follows in respect of the sale of an asset at less than the market value:

“If a municipality or municipal entity on account of the public interest, in particular in relation to the plight of the poor, intends to transfer a non-exempted capital asset for less than its fair market value, the municipality or entity must, when considering the proposed transfer, take into account

- a. *the interests of -
 - (i) the State; and
 - (ii) the local community;*
- b. *the strategic and economic interests of the municipality or municipal entity, including the long- term effect of the decision on the municipality or entity;*
- c. *the constitutional rights and legal interests of all affected parties;*
- d. *whether the interests of the parties to the transfer should carry more weight than the interest of the local community, and how the individual interest is weighed against the collective interest; and*
- e. *Whether the local community would be better served if the capital asset is transferred at less than its fair market value, as opposed to a transfer of the asset at fair market value”*

Council is therefore legally empowered to consider a reduction in the purchase price, and that such concessions have been supported in the past where a clear and demonstrable benefit to the poorest and most vulnerable members of the community could be shown.

In the present case, however, no such motivation has been provided. The primary reason advanced for the requested reduction is that the applicant will incur additional costs associated with the transaction, including planning, legal and survey costs. It must be noted that these are standard and foreseeable costs inherent to all property transactions of this nature, particularly where subdivision and land use approvals are required, and are not unique to this application.

Furthermore, while the applicant organisation fulfils an important and commendable social function, no evidence has been presented to demonstrate that the proposed transaction, at a reduced price, will yield a direct and measurable benefit specifically aligned to the plight of the poor, as contemplated in the Regulations.

In the absence of such justification, there is insufficient basis to deviate from the market-related value previously approved by Council. The recommendation to not accede to the request is therefore supported.

MANAGER: TOWN PLANNING & ACTING DIRECTOR: PLANNING AND COMMUNITY SERVICES

Supported the recommendation

DIRECTOR: FINANCE

No comments

DIRECTOR: INFRASTRUCTURE

No Comments

RECOMMENDATION

It is recommended that Council:

1. Does not approve the request to reduce the purchase price for the alienation of the property.
2. Confirms that the approved purchase price of R70 000 shall remain applicable to the transaction.

13.12. **APPROVAL OF THE FOURTH REVISION (2026/27) OF THE 2022/23 – 2026/27 INTEGRATED DEVELOPMENT PLAN**

PURPOSE

The purpose of this report is to present the draft Integrated Development Plan (IDP) Review for 2026/27 to the Council for approval. The draft review is attached as Annexure.

LEGAL FRAMEWORK

Integrated Development Planning is regulated by Chapter 5 of the Local Government Municipal Systems Act, Act 32 of 2000 read together with the Municipal Finance Management Act, Act 56 of 2003.

In terms of section 25(1) of the Municipal Systems Act, each Municipal Council must adopt a single, inclusive and strategic plan for the development of the Municipality within a prescribed period after the start of its elected term. The Municipality adopted its 2022/23 - 2026/27 IDP in May 2023.

Section 34 of the Municipal Systems Act requires Municipalities to review their Integrated Development Plans annually in accordance with an assessment of its performance and to the extent that changing circumstances demand. Amendments to the IDP must be done in accordance with the prescribed process.

Section 21 of the MFMA requires the mayor of a municipality to co-ordinate the processes for preparing the annual budget and for reviewing the municipality's integrated development plan and budget-related policies to ensure that the tabled budget and any revisions of the integrated development plan and budget-related policies are mutually consistent and credible.

Section 53(1) (b) of the MFMA provides that the mayor of a municipality must co-ordinate the annual revision of the integrated development plan in terms of section 34 of the Municipal Systems Act and the preparation of the annual budget and determine how the integrated development plan is to be taken into account or revised for the purposes of the budget.

DISCUSSION

It is important to note that this review does not introduce any material or strategic changes to the existing Integrated Development Plan. The 2026/27 review is limited to minor updates of an operational and statistical nature. There have been no significant changes to the core components, community needs, priorities, or developmental focus areas that would necessitate amendments to the strategic direction of the approved five-year IDP.

The Draft IDP Review for 2026/27 does not constitute a new IDP but must be read in conjunction with the 2022/23 - 2026/27 five-year Integrated Development Plan as well the first review with amendments (2023/24), second review with amendments (2024/25) and third review with amendments (2025/26).

Following approval of the Draft IDP, it will be made available for public comment. Comments and inputs obtained will be incorporated into the final IDP Review which will be presented to Council in May 2026.

RECOMMENDATION

1. That the draft IDP review for 2026/27 be noted.
2. That the draft IDP review be advertised for public comment in terms of Section 21A of the Municipal Systems Act, Act 32 of 2000.

13.13. **DRAFT ANNUAL BUDGET FOR THE 2026/27 MTREF FINANCIAL YEAR**

THE DIRECTOR OF FINANCE: FINANCE REPORTS AS FOLLOWS

PURPOSE OF REPORT

To submit the **Draft Annual budget** in respect of the **2026/27 and two outer financial years** for consideration by Council as prescribed in the Municipal Finance Management Act (MFMA).

BACKGROUND

In terms of section 21(2) of the Municipal Finance Management Act, the Mayor must consider the following issues when preparing the annual budget:

- Take into account the municipality's Integrated Development Plan (IDP).
- Take all reasonable steps to ensure that the municipality revises the integrated development plan in terms of section 34 of the Municipal Systems Act, taking into account realistic revenue and expenditure projections for future years.
- Take into account the national budget, the relevant provincial budget, the national government's fiscal and economic policy, the annual Division of Revenue Act and any agreements reached in the Budget Forum.
- Consult:
 - (i) All other local municipalities in the area, if the municipality is a district municipality.
 - (ii) The relevant provincial treasury, and when requested, the National Treasury.
 - (iii) Any national or provincial organ of state, as may be prescribed.

BUDGET PREPARATION PROCESS

The budget preparation process consists of the following six distinct steps:

- | | |
|------------------------|---|
| 1. Planning | Schedule key dates, establish consultation forums, review previous processes. |
| 2. Strategizing | Review IDP, set service delivery goals and objectives for next three years, consult on tariffs, indigent, credit control, free basic service, etc. policies and consider local, provincial and national issues, previous year's performance and current economic trends, etc. |
| 3. Preparing | Prepare budget, revenue and expenditure projections, draft budget policies, consult and consider local, provincial and national priorities. |
| 4. Tabling | Table draft budget, IDP and budget related policies before Council, consult and consider formal local, provincial and national inputs or responses. |
| 5. Approving | Council approves budget and related policies. |
| 6. Finalizing | Publish and approve Service Delivery and Budget Implementation Plan (SDBIP) and annual performance agreements and indicators. |

The above steps must be incorporated into one process with reference to the IDP and Budget. These processes could be finalized before submission of the Final budget to Council.

In terms of **section 16 of the MFMA**, the council of a municipality must for each year approve an annual budget for the municipality and as a consequence of this legislative requirement, the mayor of the municipality must table the annual budget at a council meeting at **least 90 days before the start of the budget year**.

After the **Draft annual budget** has been tabled, the community must be invited to make written submission to the Council on the budget and to make representation at the council hearings. Key stakeholders like

national and provincial departments (eg. Treasuries, Local Government, Water, Environment, Health) should also be invited to submit written comments to the hearing.

Method for input into the **Adopted Draft Budget** will be communicated in order for Council to consider all submissions received during this process. The Mayor must be given an opportunity to respond to the recommendations, make revisions and amend the tabled budget if so required. After the Mayor has responded to the recommendations and made amendments to the draft budget, the full council must meet to consider the budget for approval not later than **31 May 2026**.

BUDGET CONTENT AND FORMAT

National Treasury, through the Municipal Budget and Reporting Regulations provided guidelines on the content and format standards of the budget as well as supporting documentation to which all municipalities must comply. The regulations became effective as from July 2009.

The reason why National Treasury provided guidelines on the budget and supporting documentation is to ensure:

- Compliance with legal requirements for an approved budget;
- Strengthened oversight by council and improved performance by officials;
- Readability of and linkages within the budget documentation.
- Satisfaction of stakeholders' information needs (councillors, community etc.); and
- Facilitation of comparability between municipalities.

The Municipal Manager, in consultation with the Director: Finance, recommends as follows:

RECOMMENDATION

1. Council resolves that the Draft Annual Budget of the municipality for the financial year 2026/27 as per Budget Related Resolutions of the budget document and indicative for the projected outer years 2027/28 and 2028/29 be approved as set out in Draft Budget Tables in respect of the following schedules:
 - 1.1 Executive summary of revenue & expenditure – Table A1;
 - 1.2 Budgeted Financial Performance (Revenue and Expenditure by standard Classification) –Table A2;
 - 1.3 Budgeted Financial Performance (revenue and expenditure by municipal vote) A – Table A3;
 - 1.4 Budgeted Financial Performance (revenue and expenditure) – Table A4;
 - 1.5 Budgeted Capital Expenditure by vote, standard classification and funding – Table A5;
 - 1.6 Budgeted Financial Position – Table A6;
 - 1.7 Budgeted Cash Flows Table A7;
 - 1.8 Cash backed reserves/accumulated surplus reconciliation – Table A8;
 - 1.9 Asset Management – Table A9;
 - 1.10 Basic service delivery measurement table A10;
 - 1.11 Supporting tables as per SA1 to SA38.
 - 1.12 Draft Service Delivery Budget Implementation Plan
2. Council approves and adopts the Draft tariffs listing for services with effect 1 July 2026.
3. Council take note that the Draft tariffs in respect of the Electricity increase is still subject to final approval by NERSA, and that after Nersa issue the document the tariff will be considered and updated based on the outcome letter.
4. Council consider the Service Delivery and Budget Implementation plan (SDBIP) in respect of the 2026/27 budget year.
5. The Council of Cape Agulhas Municipality, acting in terms of section 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts with effect from 1 July 2026 the following final tabled policies:
 - 5.1. The Draft Borrowing policy
 - 5.2. The Draft Asset Management policy
 - 5.3. The Draft Cash and Investment policy.
 - 5.4. The Draft Policy relating to the Long-term financial planning.
 - 5.5. The Draft Policy related to the Management and Disposal of Immovable Assets.
 - 5.6. The Draft policy relating to the dealing with Capital Projects and Infrastructure Development.
 - 5.7. The Draft Policy relating to the Budget Implementation and Management.
 - 5.8. The Draft Budget and Virement Policy
 - 5.9. The Draft Funding and Reserve Policy
 - 5.10. The Draft Supply chain management policy.
 - 5.11. The Draft Cost Containment Policy
 - 5.12. The Draft Indigent policy.

- 5.13. The Draft Credit control and debt collection policy .
- 5.14. The Draft policy on Electricity tariffs.
- 5.15. The Draft policy on Property rates tariffs.
- 5.16. The Draft policy on Refuse Removal and Solid waste tariffs.
- 5.17. The Draft policy on Water tariffs.
- 5.18. The Draft policy on Sanitation tariffs
6. Council approved the Procurement plan for the 2026/27 financial year.
7. Council approves the KAM Service Charter for the financial year for the period ending 30 June 2027.
8. Council take note of the Draft mSCOA Roadmap as required in terms of the mSCOA regulations and guidelines issued by National Treasury.
9. Council notes that the Executive Mayor will have an oversight role over the budget process before it is again submitted for final approval.

14. **ANNOUNCEMENTS BY THE MUNICIPAL MANAGER**

15. **CONSIDERATION OF MOTIONS**

16. **CONSIDERATION OF NOTICE OF QUESTIONS**

17. **CONSIDERATION OF URGENT MOTIONS**

18. **IN-COMMITTEE (PROVIDED SEPERATELY)**

In-Committee items is handled confidentially.

19. **CLOSURE**