

NOTICE

Ref no. 2/1/4/4/2

Date distributed: 13/08/2024.

**NOTICE OF THE 2nd COUNCIL MEETING OF 2024/2025
FINANCIAL YEAR OF THE COUNCIL OF BREEDE VALLEY MUNICIPALITY
TUESDAY, 2024-08-20 AT 09:00**

TO The Speaker, Alderman J.F. Van Zyl [Chairperson]
The Executive Mayor, Alderman A. Steyn (Ms)
The Deputy Executive Mayor, Cllr J.J. von Willingh

COUNCILLORS

V.A. Bedworth	S.J. Mei
W.M. Blom	Alderman W.R. Meiring
E. Botha	J. M Mokgosi
M.N. Bushwana	P.C. Moso
G.L. Daames	N. Nel
Alderman R. Farao	C.T. Nyithana
M.A. Goedeman	J. Pieters
E.N. Isaacs	A. Pietersen
Alderman C. Ismail	O. Ralehoko
J.R. Jack	Alderman M. Sampson
M. Jacobs	T. P. Sibozo
R.T. Johnson	S. S. T. Steenberg
I.J. Joseph	M. Swartz
D. Judge	H.C Titus
J.P. Kritzinger	F. Vaughan
S.K. Madlolo	M.T. Williams
Z.M. Mangali	C.F. Wilskut
T. S. Manuel	N.J. Wullschleger
P.H. Marais	L.R. Yayi

Notice is hereby given in terms of Section 29, read with Section 18(2) of the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that the **2nd COUNCIL MEETING** of the **2024/2025 FINANCIAL YEAR of the COUNCIL of BREEDE VALLEY MUNICIPALITY** will be held at **CAPE WINELANDS DISTRICT MUNICIPALITY, TRAPPE STREET WORCESTER** on **TUESDAY, 2024-08-20** at **09:00** to consider the items on the agenda.



SPEAKER: ALDERMAN J.F. VAN ZYL

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	4
2.	OFFICIAL NOTICES	4
2.1	Disclosure of interests	4
2.2	Applications for leave of absence	4
3.	COMMUNICATION	4
3.1	Interviews or presentations by deputations	4
3.2	Birthdays of Councillors	4
3.3	Statements by the Speaker	5
3.4	Statements by the Executive Mayor	5
4.	CONFIRMATION OF MINUTES	5
4.1	The minutes of the following Council meeting was previously distributed	5
4.2	1 st Council Meeting: 2024-07-30	5
	FOR CONFIRMATION	
5.	REPORT BY THE EXECUTIVE MAYOR ON DECISIONS TAKEN BY THE EXECUTIVE MAYOR, THE EXECUTIVE MAYOR TOGETHER WITH THE DEPUTY EXECUTIVE MAYOR AND THE MAYORAL COMMITTEE	5
5.1	The Deputy Executive Mayor: Cllr J.J. von Willingh	5
5.2	MMC1: Alderman W.R. Meiring	5
5.3	MMC2: Cllr. P.C. Moso	5
5.4	MMC3: Cllr. N. Nel	5
5.5	MMC4: Cllr. E. Botha	5
5.6	MMC5: Cllr J.R. Jack	6
5.7	MMC6: Cllr. V.A. Bedworth	6
5.8	MMC7: Cllr. J.P. Kritzinger	6
5.9	MMC8: Cllr F. Vaughan	6
6.	COLLABORATOR OUTSTANDING RESOLUTIONS REPORT	6
6.1	OUTSTANDING COUNCIL RESOLUTION REPORT PER DIRECTORATE AS EXTRACTED ON 13 AUGUST 2024.	6

7.	CONSIDERATION OF MATTERS SUBMITTED BY THE ADMINISTRATION	10
7.1	ROLL-OVER FROM 2023/2024 FINANCIAL YEAR - ADJUSTMENTS BUDGET 2024/2025 - 20 AUGUST 2024	10
7.2	SIGNED 2024/2025 PERFORMANCE AGREEMENTS OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER	21
7.3	2025/2026 IDP & BUDGET TIME SCHEDULE & PROPOSED WARD COMMITTEE/PUBLIC ENGAGEMENT PLAN	24
7.4	APPROVAL OF THE AUDIT & PERFORMANCE AUDIT COMMITTEE CHARTER	27
7.5	MINUTES & REPORT OF THE AUDIT & PERFORMANCE AUDIT COMMITTEE SUBMITTED TO COUNCIL FOR INFORMATION AND NOTIFICATION	29
7.6	AMENDMENT OF THE CREDIT CONTROL, DEBT COLLECTION AND INDIGENT POLICY	31
7.7	LAND FOR HUMAN SETTLEMENTS RAWSONVILLE: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND	33
8.	CONSIDERATION OF REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS DEALING WITH MATTERS OF URGENCY SUBMITTED BY THE MUNICIPAL MANAGER	39
9.	CONSIDERATION OF MATTERS SUBMITTED BY THE CHAIRPERSON OF COUNCIL	39
10.	CONSIDERATION OF NOTICES OF MOTION AND NOTICES OF QUESTIONS WHICH SHALL APPEAR ON THE AGENDA IN THE ORDER IN WHICH THEY HAVE BEEN RECEIVED BY THE MUNICIPAL MANAGER	39
11.	CONSIDERATION OF MOTION OF EXIGENCY	39
12.	CLOSURE	39

1. OPENING AND WELCOME

In terms of the Rules of Order for Internal Arrangement By-Law 2012 (as amended) the chairperson must take the chair at the time stated in the notice of the meeting or as soon thereafter as is reasonably possible: provided that the meeting does not commence later than 30 (thirty) minutes after the time stated in the notice of the meeting and must proceed immediately with the business of the meeting.

2. OFFICIAL NOTICES**2.1 Disclosure of Interests**

Item 6 of Schedule 7 of the Municipal Structures Amendment Act 3 of 2021 states:

A councillor must –

- (a) disclose to the council, or any committee of which that councillor is a member, any direct or indirect personal or private business interest that that councillor or any spouse, partner or business associate of that councillor may have in any matter before the council or the committee; and
- (b) withdraw from the proceedings of the council or committee when that matter is considered by the council or committee unless the council or committee decides that the councillors' direct or indirect interest in the matter is trivial or irrelevant.

2.2 APPLICATIONS FOR LEAVE OF ABSENCE

In terms of the Rules of Order for Internal Arrangement By-Law 2012 (as amended).

2.2.1 Every Councillor attending a meeting of the Council must sign his or her name in the attendance register kept for such purpose.

2.2.2 A Councillor must attend each meeting except when –

- (a) Leave of absence is granted in terms of Clause 10; or
- (b) The Councillor is required to withdraw in terms of law.

2.2.3 The Attendance Registers will be available at the meeting.

2.2.4 A blank Application for Leave of Absence form is enclosed.

3. COMMUNICATION**3.1 INTERVIEWS OR PRESENTATIONS BY DEPUTATIONS**

In terms of the Rules of Order for Internal Arrangement By-Law 2012 (as amended).

"A deputation seeking an interview with Council must give the Municipal Manager 6 (six) days written notice of its intention and furnish details of the representations to be made and the source of the deputation. The Municipal Manager must submit a request by a deputation for an interview with Council to the Speaker, who may decide to grant or refuse an interview and under what conditions

3.2 BIRTHDAYS OF COUNCILLORS

Cllr. F. Vaughan 12 August 2024

Cllr. O. Ralehoko 27 August 2024

Ald. M. Sampson 30 August 2024

3.3 STATEMENTS BY THE SPEAKER**3.4 STATEMENTS BY THE EXECUTIVE MAYOR**

4. CONFIRMATION OF MINUTES**4.1** In terms of the Rules of Order for Internal Arrangement By-Law 2012 (as amended).

- (a) Minutes of the proceedings of meetings must be compiled in printed form and be confirmed by the Council at the next meeting and signed by the Speaker.
- (b) The minutes shall be taken as read, for the purpose of confirmation, if a copy thereof was sent to each Councillor within forty-eight hours before the next meeting, subject to the provisions of sub-Clause (4).
- (c) No motion or discussion shall be allowed on the minutes, except in connection with the correctness thereof.
- (d) The minutes formulated and screened during meetings, shall constitute a resolution for purposes of implementation of decisions.

4.2 Minutes of Council Meeting held on 30 July 2024. (Copy enclosed)**RECOMMENDATION**

That in respect of

CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

discussed by Council at the Council Meeting held on 20 August 2024:

1. As the Minutes of the Council Meeting held on 30 July 2024 were sent to each councillor at least forty-eight hours prior to the meeting, the minutes of the Council meeting held 30 July 2024 be taken as read and confirmed.

5. REPORT BY THE EXECUTIVE MAYOR ON DECISIONS TAKEN BY THE EXECUTIVE MAYOR, THE EXECUTIVE MAYOR TOGETHER WITH THE DEPUTY EXECUTIVE MAYOR AND THE MAYORAL COMMITTEE**5.1 THE DEPUTY EXECUTIVE MAYOR: CLLR J.J. Von Willingh**

5.2 MMC1: Alderman W.R. Meiring.

5.3 MMC 2: Cllr. P.C. Moso

5.4 MMC 3: Cllr. N. Nel

5.5 MMC 4: Cllr. E. Botha

5.6 MMC 5: Cllr J.R. Jack

5.7 MMC 6: Cllr. V.A. Bedworth

5.8 MMC 7: Cllr. J.P. Kritzinger

5.9 MMC 8: Cllr F. Vaughan

6. COLLABORATOR OUTSTANDING RESOLUTIONS REPORT

COMMUNITY SERVICES

Council	Resolution	Meeting Date	Allocate To	% Compl.	Feedback Comment
172625	<p>SUBMISSION OF BY-LAW RELATING TO THE MANAGEMENT AND CONTROL OF FLATS (rental housing units) OWNED OR ADMINISTERED BY THE BREEDE VALLEY MUNICIPALITY</p> <p>RESOLVED C41/2015 That in respect of the SUBMISSION OF BY-LAW RELATING TO THE MANAGEMENT AND CONTROL OF FLATS (rental housing units) OWNED OR ADMINISTERED BY THE BREEDE VALLEY MUNICIPALITY discussed by Council at the Council meeting held on 25 of June 2015:</p> <p>1. That Council approved the draft By-Law relating to the Management and Control of flats (rental housing units) owned or administer by the Breede Valley Municipality;</p> <p>2. That the administration advertises said draft By-Law for public comments;</p> <p>3. That all comments be collated submitted to Council for final approval and promulgation in the Provincial Gazette.</p> <p>4. That the draft By-Law be workshopped with all the Councillors.</p>	2015-06-25	GMAYEKI	96	<p>The draft bylaw has been amended and reflects the most recent legislative changes. The modified draft document has been circulated throughout internal departments for comments the amended document will be discussed in the next workshop.</p> <p>The workshop date has not been decided, but it will be included alongside other policy discussions. The process will be finished by June 30, 2024.</p>

STRATEGIC SUPPORT SERVICES

Council	Resolution	Meeting Date	Allocate To	% Compl.	Feedback Comment	
1352782	2023 CUSTOMER SERVICE CHARTER	RESOLVED: That in respect of - The 2023 Customer Service Charter tabled before Council at the Council meeting held on 30 May 2023 with resolution number C37/2023: 1. That Council, having noted the content of the 2023 Customer Service Charter, provides in principle approval thereof subject to the following conditions: a. The Customer Service Charter be referred to a Council Workshop to be held on 8 June 2023; b. The Customer Service Charter be made public in terms of section 21 of the MSA; c. That such public comments (if any) be tabled at Council for consideration; and d. The Customer Service Charter be resubmitted to Council for final consideration and approval.	2023-05-30	CMALGAS	85	Due to internal capacity challenges, delays were experienced in the completion of the revised Customer Services Charter. In addition, the department decided to purposefully postpone the revision and submission due date to the end of Q2 of the 2024/25 financial period to allow the newly appointed directors to participate and provide strategic input on the applicable service standards.
1352783	2022/2023 COMMUNICATION STRATEGY	RESOLVED: That in respect of - The 2022/2023 Communication Strategy tabled before Council at the Council meeting held on 30 May 2023 with resolution number C38/2023: 1. That Council, having noted the content of the 2022/23 Communications Strategy, provides in principle approval thereof subject to the following conditions: a. The strategy be referred to a Council Workshop to be held on 8 June 2023 ; b. The strategy be made public in terms of section 21 of the MSA and submitted to the relevant stakeholders (i.e. relevant National & Provincial Government Departments as well as the Cape Winelands District Municipality) for input; c. That such public comments (if any) be tabled at Council for consideration; and d. The strategy be resubmitted to Council for final consideration and approval.	2023-05-30	CMALGAS	85	The revised Communications Strategy has not yet been completed. The department anticipates to submit the revised strategy to Council before the end of Q2 of the 2024/25 financial period. In the interim, the initially approved Communications Strategy is being used as the departmental framework for executing municipal communications actions.
1507598	IN PRINCIPLE APPROVAL FOR A LONG-TERM LEASE OF MUNICIPAL PROPERTY: A	RESOLVED That in respect of – IN PRINCIPLE APPROVAL FOR A LONG-TERM LEASE OF MUNICIPAL PROPERTY: A PORTION OF ERF 17411	2024-03-26	HPOTGIETER	80	28/03/2024: E-mail sent instructing resolution to be communicated with the applicant. 04/04/2024: Meeting scheduled with

	<p>PORTION OF ERF 17411 SITUATED AT PELIKAAN STREET, WORCESTER</p>	<p>SITUATED AT PELIKAAN STREET, WORCESTER. as discussed by Council at the Council meeting held on 26 March 2024, resolution number C33/2024, Council decided:</p> <ol style="list-style-type: none"> 1. that a direct lease at a market related rental as determined by HCB Property Valuations as set out in the valuation report attached hereto and marked "Annexure B", of Municipal Property, being a portion of erf 17411, situated at Pelikaan Street, Worcester in, for a period of nine (9) years and eleven (11) months, be approved in principle in favor of The Grace Trust (NPO 930-050-826), for the purposes of utilizing the subject property for sports and recreations and other relating purposes as permitted under a non-conforming use as directed by Town Planning; 2. the Applicant to submit an application for rezoning should the applicant wish to implement its future plans of establishing an ECD facility on the subject property; 3. that structures may only be erected with the permission of the municipality which structures will revert to the municipality upon termination of the lease; 4. the Applicant is a registered social care organization/institution; thus, the monthly lease amount be fixed at a minimum of 50% of the fair market value; 5. That the lease amount annually increases on the 1st of July by a percentage equal to the prevailing consumer price index (all items); 6. that the following of a public participation process, be approved; 7. that an item will only be resubmitted to Council should any representations / objections be received during the public participation process; 8. that all the associated costs in respect of the lease, including but not limited to Town Planning procedures, e.g. rezoning and installation of municipal services be paid by the Applicant; 			<p>applicant for 04/04/2024. 16/04/2024: Meeting duly held with applicant. Awaiting written acceptance of resolution for the public participation process to commence. 02/05/2024: Draft advertisement compiled, quotation to be requested from the Worcester Standard for provision to applicant for payment and subsequent placement. 10/05/2024: Notice placed in the Worcester Standard on 09/05/2024 - closing date for comments is 20/06/2024. 22/07/2024: No comments / objections received during the public participation process, and Applicant was duly informed in writing. Awaiting requested details from Applicant in order to draft the long-term lease agreement. 13/08/2024: Site inspection held on 5 August 2024 to discuss stormwater concerns.</p>
--	---	--	--	--	--

		<p>9. that the Applicant be responsible for the payment of all municipal services including rates and taxes in respect of the property;</p> <p>10. that the Applicant comply with all internal departmental requirements to be incorporated in the subsequent Lease Agreement and the right be reserved to supplement such comments; and</p> <p>11. that it is confirmed that Council has taken cognisance of the fact that the Municipal property herewith leased is not required for the municipality's own use in terms of Regulation 36 of the Asset Transfer Regulations.</p>				
1584190	<p>7.13 RAWSONVILLE HOUSING: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND</p>	<p>RESOLVED</p> <p>That in respect of –</p> <p>RAWSONVILLE HOUSING: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND</p> <p>as discussed by Council at the Council meeting held on 30 July 2024, resolution number C60/2024:</p> <p>1. That Council note the progress made in respect of the negotiations with private landowners in Rawsonville; and</p> <p>2. that Directorate: Community Services resubmit a comprehensive item at the Council Meeting scheduled for August 2024.</p>	2024-07-30	HPOTGIETER	10	13/08/2024: As per council resolution dated 30 July 2024, Directorate Community Services to table a comprehensive item during the council meeting scheduled for 20 August 2024.

7. CONSIDERATION OF AGENDA ITEMS**7.1 ROLL-OVER FROM 2023/2024 FINANCIAL YEAR - ADJUSTMENTS
BUDGET 2024/2025 - 20 AUGUST 2024****File No. /s:** 3/15/1**Responsible Official:** R Ontong**Directorate:** Financial Services**Portfolio:** Financial Services

Purpose:

To submit an Adjustments Budget for the 2024/25 financial year as a result of roll-overs from the 2023/24 financial year.

Background:

Section 28 (2) (e) of the MFMA states the following: An Adjustments Budget – “may 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 roll-overs when the annual budget for the current year was approved by the council;”

In terms of the Budget and reporting regulations, Regulation 23(5) on Government Gazette No: 32142, Notice No: 393 of 2009 states; An adjustments budget referred to in section 28(2) (e) of the MFMA may only be tabled after the end of the financial year to which the roll-overs relate, and must be approved by the municipal council by 25 August of the financial year, following the financial year to which roll-overs relate.

Further, section 30 of the MFMA states that; “The appropriation of funds in an annual or adjustments budget lapses to the extent that those funds are unspent at the end of the financial year to which the budget relates, except in the case of an appropriation for expenditure made for a period longer than that financial year in terms of section 16 (3).” Conditional grant funding must also be rolled over or refunded to the allocating authority.

“Municipalities may not rollover unspent conditional grant spending in terms of section 28(2) (e) of the MFMA (read together with regulation 23(5) of the Municipal Budget and Reporting Regulations) because they are national/provincial funds. The applicable rollover process is then given effect through the municipal adjustments budget in January/February each year for all the cash/transfers that had already been transferred to the bank accounts of municipalities

prior to the end of the financial year. In this regard refer to MFMA Budget Circular No. 51 for more information.

Section 21 of the 2013 Division of Revenue Act requires that any conditional grants which are not spent at the end of the municipal financial year must revert to the National Revenue Fund, unless the receiving officer proves to the satisfaction of National Treasury that the unspent allocation is committed to identifiable projects, in which case the funds may be rolled over.”

Financial Implications:

Financial implications are contained in the detail in this report.

Applicable Legislation / Council Policy:

1. The MFMA Section 28, 30 and 16(3)
2. Municipal Budget and Reporting Regulations
3. Council Budget related Policies

ADJUSTMENTS BUDGET 2024/25



BREDE VALLEY
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

20 August 2024

Contents

<u>SECTION A – Part 1</u>	14
<u>1. Glossary</u>	14
<u>2. Mayoral Report</u>	7
<u>3. Resolutions</u>	17
<u>4. Executive Summary</u>	17
<u>5. Adjustments Budget Tables</u>	18
<u>B1 Consolidated Adjustments Budget Summary</u>	18
<u>B2 Consolidated Adjustments Budget Financial Performance</u>	18
<u>B3 Consolidated Adjustments Budget Financial Performance</u>	18
<u>B4 Consolidated Adjustments Budget Financial Performance</u>	18
<u>B5 Consolidated Adjustments Budget Capital Expenditure</u>	18
<u>B6 Consolidated Adjustments Budget Financial Position</u>	18
<u>B7 Consolidated Adjustments Budget Cash Flows</u>	18
<u>B8 Consolidated Cash Backed Reserves/Accumulated Surplus</u>	18
<u>B9 Consolidated Asset Management</u>	18
<u>B10 Consolidated Basic Service Delivery Measurement</u>	18
<u>SECTION A – Part 2</u>	19
<u>1. Adjustments to Budget Inputs and Assumptions</u>	19
<u>2. Adjustments to Budget Funding</u>	11
<u>3. Adjustments to Expenditure on Allocations and Grant</u>	19
<u>4. Adjustment to Allocations or Grants made by the Municipality</u>	19
<u>5. Adjustment to Councillor Allowances and Employees</u>	19
<u>6. Adjustment to Service Delivery and Budget</u>	20
<u>7. Adjustment to Capital Spending Detail</u>	20
<u>8. Other Supporting Documents</u>	20

SECTION A – Part 1**1. Glossary**

Adjustments Budgets – Prescribed in section 28 of the Municipal Finance Management Act. It is the formal means by which a municipality may revise its budget during a financial year.

Allocations – Money received from Provincial and National Treasury.

Budget – The financial plan of a municipality.

Budget related policy – Policy of a municipality affecting or affected by the budget.

Capital Expenditure – Spending on municipal assets such as land, buildings and vehicles. Any capital expenditure must be reflected as an asset on a municipality's balance sheet.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality, and the month end balances of cash and short-term investments.

DORA – Division of Revenue Act. The annual piece of legislation that indicate the allocations from National Government to Local Government.

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to assist with free basic services.

GDFI - Gross Domestic Fixed Investment

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates comparisons between municipalities.

IDP – Integrated Development Plan. The main strategic planning document of a Municipality.

KPI – Key Performance Indicators. Measures of service output and/or outcome.

LM – Breede Valley Municipality.

MFMA - Municipal Finance Management Act (No 53 of 2003). The principle piece of legislation relating to municipal financial management.

MTREF – Medium Term Revenue and Expenditure Framework as prescribed by the MFMA sets out indicative revenue and projected expenditure for the budget year plus two outer financial years to determine the affordability level.

Operating Expenditure – Spending on the day to day expenses of a municipality such as general expenses, salaries & wages and repairs & maintenance.

Rates – Local Government tax based on assessed valuation of a property.

TMA – Total Municipal Account

SDBIP – Service Delivery Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

Strategic Objectives – The main priorities of a municipality as set out in the IDP Budgeted spending must contribute towards achievement of these strategic objectives.

Vote – One of the main segments into which a budget is divided, usually at department level.

Abbreviations and Acronyms

AMR	Automated Meter Reading
ASGISA	Accelerated and Shared Growth Initiative
BPC	Budget Planning Committee
CBD	Central Business District
CFO	Chief Financial Officer
CPI	Consumer Price Index
CRRF	Capital Replacement Reserve Fund
DBSA	Development Bank of South Africa
DoRA	Division of Revenue Act
DWA	Department of Water Affairs
EE	Employment Equity
EEDSM	Energy Efficiency Demand Side Management
EM	Executive Mayor
FBS	Free basic services
GAMAP	Generally Accepted Municipal Accounting Practice

GDP	Gross domestic product
GDS	Gauteng Growth and Development Strategy
GFS	Government Financial Statistics
GRAP	General Recognised Accounting Practice
HR	Human Resources
HSRC	Human Science Research Council
IDP	Integrated Development Strategy
IT	Information Technology
kℓ	kilolitre
km	kilometre
KPA	Key Performance Area
KPI	Key Performance Indicator
kWh	kilowatt-hour
ℓ	litre
LED	Local Economic Development
MEC	Member of the Executive Committee
MFMA	Municipal Financial Management Act
MIG	Municipal Infrastructure Grant
MM	Municipal Manager
MMC	Member of Mayoral Committee
MPRA	Municipal Properties Rates Act
MSA	Municipal Systems Act
MTEF	Medium-term Expenditure Framework
MTREF	Medium-term Revenue and Expenditure Framework
NERSA	National Electricity Regulator South Africa
NGO	Non-Governmental organisations
NKPIs	National Key Performance Indicators
OHS	Occupational Health and Safety
OP	Operational Plan
PBO	Public Benefit Organisations
PHC	Provincial Health Care
PMS	Performance Management System
PPE	Property Plant and Equipment
PPP	Public Private Partnership
PTIS	Public Transport Infrastructure System
RG	Restructuring Grant
RSC	Regional Services Council
SALGA	South African Local Government Association
SAPS	South African Police Service
SDBIP	Service Delivery Budget Implementation Plan
SMME	Small Micro and Medium Enterprises

2. Mayors Report

The 2024/25 Roll-over Adjustments Budget serves the purpose of allocating unspent and underspent funds, which were committed to identifiable projects in the 2023/24 financial year budget. These projects, due to unforeseen circumstances could not be fully implemented

during the 2023/24 financial year, and therefor need to be rolled over to the current (2024/25) financial year to ensure continued service delivery.

3. Resolutions

That council approves the following:

- (a) To approve the adjustments budget as tabled in terms of section 28 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).
- (b) The recommendations with regard to resolutions are contained at the end of this report and have been prepared and presented according to the budget regulations.

4. Executive Summary

The 2024/25 Adjustments Budget was compiled in accordance with section 28 of the Municipal Finance Management Act and regulation 23 of the Municipal Budget and Reporting Regulations.

In compiling the 2024/2025 Roll-over Adjustments Budget, the importance of credibility, sustainability, responsiveness and affordability remains integral in striving to achieve the desired outcome of effective and efficient service delivery.

Below is the list of projects to be rolled over from the 2023/24 financial year to the 2024/25 financial year:

Description	Finance Code	Roll overs from 2023/24
Rawsonville WwTW: Extension of WwTW (0,24 Ml/day)	External Loan	2 384 711
Upgrading of Sewer Network: External Loan	External Loan	137 794
Augmentation Touwsriver WWTW (CRR)	CRR / Own Funds	4 340 894
Refurbishment of electrical system	CRR / Own Funds	2 487 162
Robertson Road Substation	External Loan	1 186 201
Playparks	CRR / Own Funds	636 751
Upgrading of Gravel Road (Arries Street, Yssel to Sampson, Smith Str., Industrial Area)	CRR / Own Funds	13 992 956
Building of Roads - Ward 14 (Kroon Street)	CRR / Own Funds	200 000
WWTW Pump station upgrading and refurbishment	External Loan	484 867

Water: Upgrading of Offices (Fairbairn Street)	CRR / Own Funds	187 037
Avian Park Industrial - Electricity	External Loan	990 000
Avian Park Industrial - Sewer Pumpstation	External Loan	9 976 733
Replacement of fence perimeter	CRR / Own Funds	912 524
Safeguarding of Assets	CRR / Own Funds	170 000

Contractual commitments are in place for all the abovementioned projects, in line with the relevant criteria for this Adjustments Budget. The implementation or finalization of these projects prior to the end of the 2023/24 financial year is due to the following:

- Unresponsive bidders and / or lack of supply
- Adverse weather conditions
- Extensive nature of SCM processes

1. Adjustments Budget Tables – refer to Annexure A

Please refer to Annexure A for the complete and visually enhanced / user friendly version of the Schedule B tables mentioned in this document.

B1 Consolidated Adjustments Budget Summary

B2 Consolidated Adjustments Budget Financial Performance by Standard Classification

B3 Consolidated Adjustments Budget Financial Performance by Municipal Vote

B4 Consolidated Adjustments Budget Financial Performance (Revenue and Expenditure)

B5 Consolidated Adjustments Budget Capital Expenditure Vote and Funding

B6 Consolidated Adjustments Budget Financial Position

B7 Consolidated Adjustments Budget Cash Flows

B8 Consolidated Cash Backed Reserves/Accumulated Surplus Reconciliation

B9 Consolidated Asset Management

B10 Consolidated Basic Service Delivery Measurement

SECTION A – Part 2**1. Adjustments to Budget Inputs and assumptions**

The 2024/25 Roll-over Adjustments Budget was compiled in line with Chapter 4 of the Municipal Finance Management Act and Chapter 2 Part 4 of the Municipal Budget and Reporting Regulations.

The 2024/25 Roll-over Adjustments Budget remain consistent with the Long-Term Financial Plan to ensure continued synergy between long term planning and implementation planning.

As per the legislative prescript mentioned above, the underspending was not foreseen during the compilation of the 2024/25 annual budget. Only projects committed to identifiable projects as at the end of the 2023/24 financial year are included in the roll-over Adjustments Budget, unless determined otherwise by the Accounting Officer / Municipal Manager based on the merits of these related projects.

The roll-over of the abovementioned projects came about as a result of delays outside the control of the Municipality. The causes of these delays have been established and corrective measures have been put in place to monitor progress, which will promote effective and efficient implementation in the 2024/25 financial year.

2. Adjustments to Budget Funding

Budget funding in terms of operating and capital expenditure is set out on tables B4 and B5.

3. Adjustments to Expenditure on Allocations and Grant

Detailed particulars of budgeted allocations and grants can be found on SB8.

4. Adjustment to Allocations or Grants made by the Municipality

None.

5. Adjustment to Councillor Allowances and Employees

The changes to councillor allowances and employee related cost are provided on table B4.

None.

6. Adjustment to Service Delivery and Budget

The monthly targets for revenue, expenditure and cash flows are provided in B10 - Section B Supporting Tables.

7. Adjustment to Capital Spending Detail

Information/detail regarding capital projects by vote is provided in Section B – Capital Budget, read with B5, B5B, SB16, SB17, SB18a, SB18b, SB18e and SB19.

8. Other Supporting Documents

- National treasury electronic revised budget report, SB1-SB19 as **Annexure A**
- Signed quality certificate as **Annexure B**

Comment of Directorates / Departments concerned:

Municipal Manager:	Recommendation Supported
Director: Strategic Support Services:	Recommendation Supported
Director: Financial Services:	Recommendation Supported
Director: Engineering Services:	Recommendation Supported
Director: Community Services:	Recommendation Supported
Director: Planning Development and Integrated Services:	Recommendation Supported

RECOMMENDATION:

That in respect of

THE ROLL-OVER ADJUSTMENTS BUDGET FOR 2024/25 – AUGUST 2024

discussed by Council at the Council meeting held on 20 August 2024

1. Council resolves that the budget of Breede Valley Municipality for the financial year 2024/25 be adjusted and approved with amendments as set out in the following Municipal Budget tables B1- B10 and Municipal Budget supporting documentation SB1 - SB19, as per Annexure A.
2. Council approves the Quality Certificate to the Adjustments Budget signed by the Accounting Officer, as per Annexure B.

7.2 SIGNED 2024/2025 PERFORMANCE AGREEMENTS OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER**File No./s:** 3/15/1**Responsible Official:** C Malgas**Directorate:** Strategic Support Services**Portfolio:** Performance Management

1. PURPOSE:

To notify Council of the signed 2024/2025 Performance Agreements for the Municipal Manager and Managers directly accountable to the Municipal Manager.

2. BACKGROUND:

In terms of section 57 of the Municipal Systems Act, Act no. 32 of 2000 (hereafter referred to as the MSA), a person to be appointed as a Municipal Manager or Manager directly accountable to the Municipal Manager may only be appointed in that position in terms of a written employment contract and a separate performance agreement. In terms of Local Government: Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, Notice 805 of 2006, the employment contract of Section 57 Managers, subject to labour legislation, specifically delineates the key components to be included in the contract such as:

- a) details of duties;
- b) remuneration;
- c) benefits; and
- d) other terms and conditions of employment

The Performance Agreement provides assurance to the municipal Council of what can and should be expected from their Section 57 Managers. The purpose thereof is to:

- Comply with the provisions of Sections 57(1)(b), (4A), (4B) and (5) of the MSA as well as the employment contract entered into between the parties;
- Specify objectives and targets defined and agreed with the employee and to communicate to the employee the employer's expectations of the employee's performance and accountabilities in alignment with the IDP, SDBIP and the budget of the municipality;

- Specify accountabilities as set out in a performance plan, which forms an annexure to the performance agreement;
- Monitor and measure performance against set targeted outputs;
- Use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job;
- In the event of outstanding performance, to appropriately reward the employee; and
- Give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

Section 53(3)(b) of the Municipal Finance Management Act (Act 56 of 2003) inter alia determine that the mayor must ensure that the performance agreements of the municipal manager, senior managers and any other categories of officials as may be prescribed, are made public no later than 14 days after the approval of the municipality's SDBIP and that copies of such performance agreements be submitted to the Council and the MEC for local government in the province.

However, it is important to note that the municipality subscribes to Section 57 (2)(a)(ii) of the MSA, which prescribes that a separate performance agreement for municipal managers and managers directly accountable to municipal managers must be concluded annually, within one month after the beginning of each financial year of the municipality. The table below depicts the schedule of key deliverables pertaining to the conclusion and publication of the 2024/2025 performance agreements.

Deliverable Description	Date
Finalisation & sign-off of the 2024/2025 Performance Agreements	26 July 2024
Signed 2024/2025 Performance Agreements to serve before Council for notification purposes	20 August 2024
Circulation to NT, PT and DLG	21 August 2024
Publication of the signed 2024/2025 Performance Agreements onto the municipal website	Within 5 days after the Council meeting (i.e. no later than 26 August 2024)

Table 1: Publication Process

3. COMMENT:

Copies of the signed 2024/2025 Performance Agreements are attached as Annexure "A - F".

4. FINANCIAL IMPLICATIONS:

Payment of performance bonuses in accordance with the performance outcome achieved for the financial period to which the agreement relates. Council should not that the qualification criteria and procedure of pay-out are clearly defined within each performance agreement as well as the Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers (Regulation 805, sub-regulation 8 in particular).

5. APPLICABLE LEGISLATION:

Chapter 7 of the Local Government: Municipal Systems Act 32 of 2000

Local Government: Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, Notice 805 of 2006

Local Government Municipal Systems Act Amendment Bill, No 7 of 2011

Local Government: Municipal Finance Management Act 56 of 2003

6. COMMENT OF DIRECTORATES / DEPARTMENTS CONCERNED:

Municipal Manager: Recommendation Supported

Director: Strategic Support Services: Recommendation Supported

Director: Financial Services: Recommendation Supported

Director: Engineering Services: Recommendation Supported

Director: Community Services: Recommendation Supported

Director: Planning, Development & Integrated Services: Recommendation Supported

Senior Manager: Legal Services: Recommendation Supported

RECOMMENDATION:

That in respect of -

THE SIGNED 2024/2025 PERFORMANCE AGREEMENTS FOR THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER,

as discussed by Council at the Council meeting held on 20 August 2024:

1. That Council takes note of the signed 2024/2025 Performance Agreements of the Municipal Manager and Managers directly accountable to the Municipal Manager (Annexures A – F), coupled with the publication process depicted in table 1 above

7.3 2025/2026 IDP & BUDGET TIME SCHEDULE & PROPOSED WARD COMMITTEE/PUBLIC ENGAGEMENT PLAN

File No./s: 10/3/8

Responsible Official: C. Malgas

Directorate: Strategic Support Services **Portfolio:** IDP/SDBIP/PMS

1. PURPOSE:

To submit the 2025/26 IDP & Budget Time Schedule, linked to the IDP & Budget planning- as well as the financial- and performance reporting cycle, to Council for approval.

The following points (as depicted in the Annexure "A") are emphasised accordingly:

- That Council takes note of the planned activities earmarked for implementation from September 2024 – August 2025, excluding July- and August 2024 as planned activities applicable to these periods have been articulated in the 2024/25 Time Schedule (Council Resolution C79/2023). Council should specifically note that the 2025/26 Time Schedule includes activities relating the review/amendment of the Spatial Development Framework (SDF) which, due to its strategic importance in terms of the IDP, may trigger the need for an IDP amendment process in terms of regulation 3 of the Municipal Planning and Performance Management Regulations. The Time Schedule serving before Council, should therefore be read together with the 2024/25 Time Schedule as well as the Process Plan adopted in terms of Resolution C16/2022.
- That Council takes note of the proposed ward committee/public engagement plan, scheduled in October/November 2024 and March/April 2025 respectively, and endorse that it be consulted with each Ward Councillor and applicable stakeholder(s) prior to finalisation and publication thereof.

2. BACKGROUND:

Section 21(1) of the Municipal Finance Management Act (Act 56 of 2003) (MFMA) regulates the Budget preparation process; by stating that:

(1)The mayor of a municipality must:

- (a) 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;

- (b) at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for -
- (i) the preparation, tabling and approval of the annual budget;
 - (ii) the annual review of -
 - (aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and
 - (bb) the budget-related policies;
 - (iii) the tabling and adoption of any amendments to the integrated development plan and the budget related policies; and
 - (iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii).

Section 53(1)(b) of the MFMA prescribes that:

(1) The mayor of a municipality must:

- (b) 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.

Section 34 of the Local Government Municipal Systems Act (Act 32 of 2000) requires the Municipal Council to annually review its IDP in accordance with an assessment of its performance and to the extent that changing circumstances require. The Municipality must inform the public of the particulars of the process it intends to follow.

3. COMMENT:

A copy of the 2025/26 IDP & Budget Time Schedule and proposed ward committee/public engagement plan, is attached as Annexure "A"

4. FINANCIAL IMPLICATIONS:

None

5. APPLICABLE LEGISLATION/COUNCIL POLICY:

Municipal Finance Management Act (Act 56 of 2003)

Municipal Systems Act (Act 32 of 2000)

6. COMMENT OF DIRECTORATES/DEPARTMENTS CONCERNED

Municipal Manager: Recommendation Supported

Director: Strategic Support Services: Recommendation Supported

Director: Financial Services: Recommendation Supported

Director: Engineering Services: Recommendation Supported

Director: Community Services: Recommendation Supported

Director: Planning, Development & Integrated Services: Recommendation Supported

Senior Manager: Legal Services: Recommendation Supported

RECOMMENDATION:

That in respect of –

THE 2025/26 IDP & BUDGET TIME SCHEDULE AND PROPOSED WARD COMMITTEE/PUBLIC ENGAGEMENT PLAN

as discussed by Council at the Council meeting held on 20 August 2024:

1. That the 2025/26 IDP & Budget Time Schedule be approved in terms of Sections 21(1)(b) and 53(1)(b) of the Municipal Finance Management Act (Act 56 of 2003), read together with Sections 28 and 34 of the Local Government Municipal Systems Act (Act 32 of 2000), with specific emphasis on the following:
 - a. The planned activities earmarked for implementation from September 2024 – August 2025 be noted;
 - b. The proposed ward committee/public engagement plan, scheduled in October/November 2024 and March/April 2025 respectively, be noted coupled with the endorsement to consult it with each Ward Councillor and applicable stakeholder(s) prior to finalisation and publication thereof.

**7.4 APPROVAL OF THE AUDIT & PERFORMANCE AUDIT COMMITTEE
CHARTER****File No. /s:** 2/1/1/3/2**Responsible Official:** W du Plessis**Directorate:** Municipal Manager**Portfolio:** Internal Audit

1. Purpose

To gain Council approval of the reviewed Charter of the Audit & Performance Audit Committee of the Breede Valley Municipality.

2. Background

The purpose, roles, responsibilities and authority of the Audit Committee must be clearly defined in an Audit Committee Charter. The Audit Committee is an independent advisory committee of Council whose function is to provide an oversight role to Council.

The Audit & Performance Audit Committee reviewed their Charter and are hereby submitted to Council as prescribed. *Attached as annexure A respectively.*

The Audit & Performance Audit Committee reviewed their Charter to be in line with the relevant prescripts at an Audit Committee meeting held on 24 June 2024 and resolved as follows:

“RESOLVED***That in respect of******REVIEW AND APPROVAL OF AUDIT COMMITTEE CHARTER******discussed by the Audit Committee at the Audit Committee meeting held on
24 June 2024:***

The Audit & Performance Audit Committee Charter is recommended for approval to Council.”

3. Financial Implications:

N/A

4. Applicable Legislation / Council Policy:

Municipal Finance Management Act (Section 166)
Municipal Planning & Performance Management Regulations (Section 14)
National Treasury Internal Audit Framework 2nd Edition (March 2009)
MFMA Circular 65(November 2012)
Audit & Performance Audit Committee Charter

5. Comment of Directorates / Departments concerned:

Municipal Manager:	Supported
Director: Community Services:	Noted
Director: Strategic Support Services:	Noted
Director: Financial Services:	Item supported
Director: Engineering Services:	Noted
Director: Planning Development & Integrated Services:	Noted
Senior Manager: Legal Services:	Recommendation to Council supported

RECOMMENDATION:

That in respect of

APPROVAL OF THE AUDIT & PERFORMANCE AUDIT COMMITTEE CHARTER

discussed by Council at the Council meeting held on 20 August 2024:

The reviewed Audit Committee Charter is approved.

TO ACTION:

W. du Plessis

7.5 MINUTES & REPORT OF THE AUDIT & PERFORMANCE AUDIT COMMITTEE SUBMITTED TO COUNCIL FOR INFORMATION AND NOTIFICATION**File No. /s:** 2/1/1/3/2**Responsible Official:** W du Plessis**Directorate:** Municipal Manager**Portfolio:** Internal Audit

1. Purpose

To submit the minutes and the Midyear Report of 2023/2024 of the Audit & Performance Audit Committee to Council for information and notification.

2. Background

The Audit & Performance Audit Committee is fully functional and have met regularly as prescribed.

The Audit & Performance Audit Committee must report to Council as part of their communication to Council, as is prescribed by relevant legislation and the approved Charter.

The Chairperson of the Audit & Performance Audit Committee will report twice a year, or more frequently if required, to Council on the operations of the Internal Audit Activity and the Audit & Performance Audit Committee.

The members of the Audit & Performance Audit Committee also requested that the minutes of the committee be submitted to Council as part of their communication to Council as prescribed by legislation and the approved Audit Committee Charter.

The Audit & Performance Audit Committee minutes for the relevant quarters, together with the Midyear Report, are hereby submitted to Council as prescribed. *Attached as annexure A respectively.*

3. Financial Implications:

N/A

4. Applicable Legislation / Council Policy:

Municipal Finance Management Act (Section 166)
Audit & Performance Audit Committee Charter

5. Comment of Directorates / Departments concerned:

Municipal Manager:	Supported
Director: Community Services:	Noted
Director: Strategic Support Services:	Noted
Director: Financial Services:	Item Supported
Director: Engineering Services:	Noted
Director: Planning Development & Integrated Services:	Noted
Senior Manager: Legal Services:	Recommendation to Council supported

RECOMMENDATION:

That in respect of

**MINUTES & REPORT OF THE AUDIT & PERFORMANCE AUDIT COMMITTEE
SUBMITTED TO COUNCIL FOR INFORMATION AND NOTIFICATION**

discussed by the Council at the Council meeting held on 20 August 2024:

Council notes the content of the Minutes and the Report of the Committee.

TO ACTION:

W. du Plessis



BREDE VALLEY
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

A caring valley of excellence.

7.6 AMENDMENT OF THE CREDIT CONTROL, DEBT COLLECTION AND INDIGENT POLICY**File No./s:** 2/1/1/1**Responsible Official:** R. Ontong**Directorate:** Financial Services**Portfolio:** Revenue Division

PURPOSE

To propose for council to amend the Credit Control, Debt Collection & Indigent Policy to include deductions from stipend paid to ward committee members whose accounts are in arrears.

BACKGROUND

The Credit Control, debt collection and indigent policy was reviewed and amended in May 2024 as part of the budget related policies. Section 7.9 of the policy provides a formula for the deduction of arrears from council employees, while section 7.10 deals with Councillors. The current policy does not accommodate the deduction of amounts owed by members of the ward committees from their remuneration for attending ward committee meetings.

The aim of this item is therefore to provide for the amendment of the policy by adding section 7.11 "Ward Committee Members" where 7.11.1. will read as follows "An amount of 10% of the gross stipend will be deducted from ward committee members whose accounts are in arrears.

The proposed amended policy is attached as **Annexure A**.

Recommendations

1. That council **approves** the amendment of the policy by adding section "7.11 Ward Committee Members" where 7.11.1. will read as follows: **"An amount of 10% of the gross stipend will be deducted from ward committee members whose accounts are in arrears"**

FINANCIAL IMPLICATIONS

To assist with the debt collection efforts of the municipality which will assist with the cashflow position of the municipality.

APPLICABLE LEGISLATION / COUNCIL POLICY

Municipal Finance Management Act. 2003, (Act 56 of 2003)

Municipal Systems Act 32 of 2000 as amended.

Credit Control, Debt Collection and Indigent Policy,
Property Rates Policy,

COMMENT OF DIRECTORATES / DEPARTMENTS

Municipal Manager:	Supported
Director: Strategic Support Services:	Noted, yes supported
Director: Financial Services:	Noted
Director: Engineering Services:	Item noted
Director: Planning, Development & Integrated Services:	Noted
Director: Community Services:	Supported
Senior Manager: Legal Services:	Noted

RECOMMENDATION

That in respect of

AMENDMENT OF THE CREDIT CONTROL, DEBT COLLECTION AND INDIGENT POLICY

discussed by the Council at the Council meeting held on 20 August 2024:

1. That council **approves** the amendment of the policy by adding section “7.11 Ward Committee Members” where 7.11.1. will read as follows: **“An amount of 10% of the gross stipend will be deducted from ward committee members whose accounts are in arrears”**

7.7 LAND FOR HUMAN SETTLEMENTS RAWSONVILLE: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND

File no.: 9/2/5/R

Responsible Officials: S Mayeki

Directorate: Community Services

Portfolio: Human Settlements

1. PURPOSE

The purpose of this item is to provide a progress report to council in respect of the possible purchase of privately owned land in Rawsonville.

2. BACKGROUND / DISCUSSION

During the council meeting held on 23 April 2024 it was resolved as follows:

“RESOLVED

That in respect of –

RAWSONVILLE HOUSING: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND

as discussed by Council at the Council meeting held on 23 April 2024, resolution number C41/2024, Council decided:

- 1. That the administration be mandated to investigate and enter into negotiations with private landowners in Rawsonville, for the possible purchase of property suitable for housing purposes; and*
- 2. That a progress report be submitted to Council at the Council Meeting scheduled for July 2024.*
- 3. That following the investigation in item 1, a comprehensive item be resubmitted to council at the Council Meeting scheduled for August 2024”.*

Council furthermore resolved on 30 July 2024 as follows:

“RESOLVED

That in respect of –

RAWSONVILLE HOUSING: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND

as discussed by Council at the Council meeting held on 30 July 2024, resolution number C60/2024:

1. *That Council note the progress made in respect of the negotiations with private landowners in Rawsonville; and*
2. *that Directorate: Community Services resubmit a comprehensive item at the Council Meeting scheduled for August 2024”.*

The administration proposes that a public participation process be undertaken, to invite expressions of interest from additional private landowners to potentially sell land for human settlement purposes. Following the expressions of interest received, an internal stakeholder’s engagement be undertaken to consider the submissions received. Thereafter, that an item be resubmitted to Council to resolve on the most suitable offer for received during the public participation process. Upon council resolving thereon, the administration will then be in a position to submit a project application and land acquisition process to the Western Cape Department of Infrastructure as part of the Land Acquisition Process.

The Land Acquisition Process for Human Settlements and funding.

The Land Acquisition Process for Human Settlements is funded through the Human Settlement Development Grant (HSDG). The Departmental Land Acquisition Process has been incorporated into the normal project application and approval process. The project application and land acquisition process can be described as follows:

- (a) Submission of a Project Initiation Document (PID) with the land acquisition sections completed, specifically a Land Offer Letter (noting an initial price) from the owner of the property in question must be attached as an annexure to the PID application. This PID Application will then serve before the Project Planning Committee (PPC) for

support. If the project is supported by the PPC then provision can be made for the planning tranches and the land price on the Departmental Business Plan for a specific financial year.

- (b) The Department then proceeds to undertake an independent land valuation to determine an objective value for the property.
- (c) Following the PID Application a Project Feasibility Report (PFR) Application must be submitted after the various feasibility studies have been done. The PFR Application must include another two independent valuations of the property and the municipal valuation of the property. With the approval of the PFR the Tranche 1.2 planning funding will be released as well as the funds to acquire the property.
- (d) Finally, the Project Implementation Readiness Report (PIRR) Application must be submitted once all necessary development rights have been obtained for the project and implementation can then proceed once approval for the PIRR has been obtained.

3. COMMENTS OF DIRECTORATES / DEPARTMENTS

MUNICIPAL MANAGER: Supported

DIRECTOR: ENGINEERING SERVICES

The Special Development Framework (2028/2019)

“Rawsonville is surrounded by prime agricultural land which makes a significant contribution to the Regional Gross Domestic Product (RGDP). These areas should thus be reserved and protected from any development or land uses that may have a negative impact on the agricultural potential of the area.

Proposed areas for residential development

A number of strategic development areas have been identified. Human Settlement programs and projects should be implemented on a focused, strategic, coordinated and hierarchical basis with the biggest investments to benefit the largest number of people.

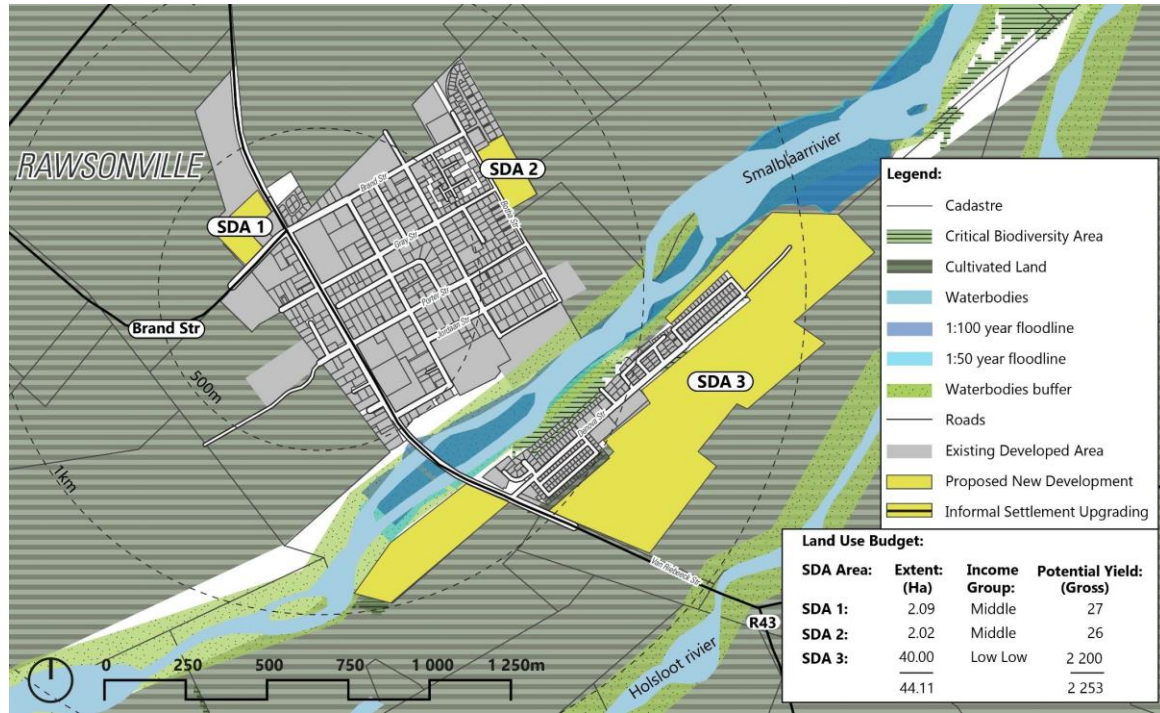
Development within the existing urban form should be promoted to enable optimal use of available infrastructure and thus protecting areas of agricultural, recreational and ecological significance.

In order to reduce sprawl and protecting the high potential agricultural land, it is proposed that new development should be focused in closer proximity to the CBD with higher densities as well as the development of vacant and underutilised erven.

The population of Rawsonville is expected to increase to approximately 3 500 by 2024.

Housing demand: The current housing backlog is 1 051.

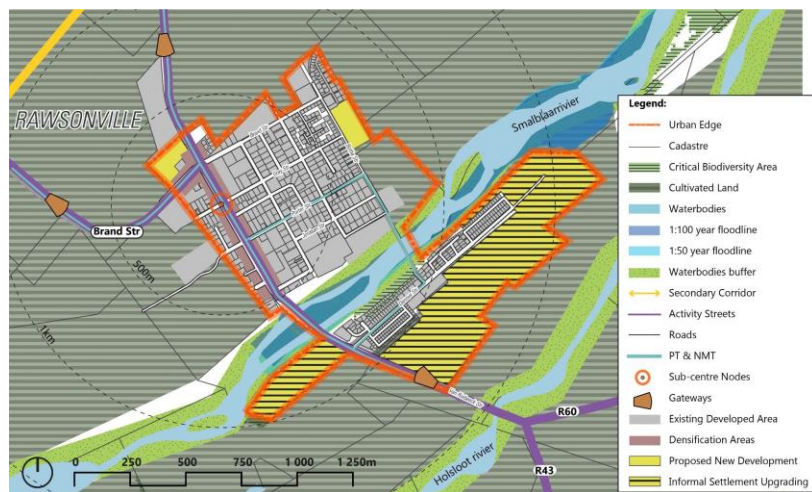
Housing supply: The area south of Da Nova has been allocated for the development of subsidy housing. Three other areas have been identified for future development. These areas are within the urban edge and a natural outward expansion. These areas measure 12.29ha and an estimate gross yield of 503 residential erven can be created. Map 15 illustrate the proposed new development areas.



Map 15 illustrate the proposed new development areas.

The Urban Edge

One of the key tasks of the SDF is to investigate the feasibility of the current urban edge and to make recommendations regarding an amendment to this edge to accommodate development pressure and long-term potential development needs. Future growth opportunities in the area were investigated to determine the availability of green fields for development. It is however proposed to redevelop and intensify before sprawling outward and extending the urban edge.”



Map 17 Rawsonville Spatial Development Framework

The location of the privately owned land in Rawsonville under discussion, is unknown.

Based on the information provided the number of sites required to eradicate the housing backlog at Rawsonville is unknown.

It is a concern that this item and subsequent council resolution may create the perception that the purchasing of land will respond to the entire housing backlog at Rawsonville.

The SDF, IDP and MTREF must be reviewed to make provision for the Land Acquisition and development process.

CHIEF FINANCIAL OFFICER: **Noted**

DIRECTOR: STRATEGIC SUPPORT SERVICES

It has been observed that the current item provides an update on progress rather than the comprehensive report as initially anticipated by the council. This is attributable to the complexity involved in the municipal acquisition of property for potential human settlement, which must adhere to numerous legislative, municipal, and governmental regulations. The process is inherently intricate and cannot be concluded within a brief period of two to three months.

The possible acquisition involves rigorous technical evaluations by internal municipal experts and applicable government departments, including assessments of land and soil suitability, and any existing servitudes or legal encumbrances on the property. These assessments necessitate the involvement of subject matter experts and are expected to extend over a protracted period.

DIRECTOR: PLANNING, DEVELOPMENT AND INTEGRATED SERVICES:

Noted

DIRECTOR: COMMUNITY SERVICES: Supported.

SENIOR MANAGER: LEGAL SERVICES

Recommendation to council supported

RECOMMENDATION

That in respect of –

LAND FOR HUMAN SETTLEMENTS RAWSONVILLE: CONSIDERATION TO PURCHASE PRIVATELY OWNED LAND

as discussed by Council at the Council meeting held on 20 August 2024, council decide:

1. The Council should note the content of the report as an update of progress
2. That the administration be mandated to follow a public participation process to invite expressions of interest from additional private landowners in Rawsonville to potentially sell land for human settlement purposes to the Breede Valley Municipality;
3. that following the public participation process, an internal stakeholder's engagement be undertaken to consider the submissions received;
4. that after the implementation of item 2, an item be resubmitted to Council to resolve on the most suitable offer received during the expression of interest process; and
5. that upon council resolving on the most suitable offer, the administration be authorised to submit a project application to the Western Cape Department of Infrastructure as part of the Land Acquisition Process.

8. CONSIDERATION OF REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS DEALING WITH MATTERS OF URGENCY SUBMITTED BY THE MUNICIPAL MANAGER

9. CONSIDERATION OF MATTERS SUBMITTED BY THE CHAIRPERSON OF COUNCIL

10. CONSIDERATION OF NOTICES OF MOTION AND NOTICES OF QUESTIONS WHICH SHALL APPEAR ON THE AGENDA IN THE ORDER IN WHICH THEY HAVE BEEN RECEIVED BY THE MUNICIPAL MANAGER

11. CONSIDERATION OF MOTIONS OF EXIGENCY

12. CLOSURE
