



**MINUTES OF A SPECIAL IN-COMMITTEE MEETING OF THE SWARTLAND MUNICIPAL COUNCIL  
HELD IN THE COUNCIL CHAMBER, MALMESBURY ON WEDNESDAY, 12 FEBRUARY 2025**

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**PRESENT:**

Speaker, ald M A Rangasamy  
Executive Mayor, ald J H Cleophas  
Executive Deputy Mayor, ald J M de Beer

**COUNCILLORS:**

Bess, D G (DA)	Papier, J R (GOOD)
Booyesen, A M (VF+)	Pieters, C (ANC)
Fortuin, C (ANC)	Pypers, D C (DA)
Gaika, M F (EFF)	Smit, N (DA)
Jooste, R J (DA)	Soldaka, P E (ANC)
Le Minnie, I S (DA)	Van Essen, T (DA)
Nel, M (DA)	Vermeulen, G (VF+)
Ngozi, M (ANC)	White, G E (PA)
O'Kennedy, E C (DA)	Williams, A M (DA)

Officials:

Municipal Manager, mr J J Scholtz  
Director: Civil Engineering Services, mr L D Zikmann  
Director: Protection Services, mr P A C Humphreys  
Director: Electrical Engineering Services, mr T Möller  
Director: Corporate Services, ms M S Terblanche  
Director: Development Services, ms J S Krieger  
Senior Manager: Budget Office, ms H Papier  
Manager: Secretariat and Records, ms N Brand

**1. OPENING**

The Speaker welcomed the Executive Mayor, alderladies, aldermen, councillors and officials.

Cllr A M Williams opened the meeting with scripture reading and prayer at the invitation of the Speaker.

**2. LEAVE OF ABSENCE**

Leave of absence was granted to cllr A K Warnick, while cllr B J Penxa is absent without leave.

**3. MATTERS FOR DISCUSSION**

**3.1 (1) REPORTING VACANCY OF SECTION 56: MR P A C HUMPHREYS; (2) FILLING OF SECTION 56 VACANCY – DIRECTOR: PROTECTION SERVICES; (3) APPOINTMENT OF SELECTION PANEL (4/3/B, 4/3/1)**

The Municipal Manager referred to the attached letter received from the Director: Protection Services, mr P A C Humphreys in which it is noted that he will be retiring on 30 June 2025.

3.1/...

The Municipal Manager mentioned the various steps that must be followed in terms of legislation for the filling of a Section 56 vacancy, which is thoroughly set out in the process plan to the report.

#### **RESOLUTION**

(proposed by cllr M Nel, seconded by cllr I S le Minnie)

- (a) That notice is taken of the vacancy that will arise in the post of Director of Protection Services with the retirement of Mr Philip Humphreys at the end of June 2025;
- (b) That the Council approve and confirm that the macro personnel structure as shown on the approved organizational structure, is in line with the IDP and the post of Director Protection Services is relevant and needed to achieve the strategic objectives of the IDP;
- (c) That it be approved that the post of Director Protection Services be filled and that approval be granted for filling and advertising - in accordance with the attached advertisement and regulations;
- (d) That the post is filled on an all-inclusive "cost to company" package in accordance with the provisions of the upper limits for senior managers, in terms of 30 May 2024 notice, or as amended;
- (e) That the selection panel consisting of the following persons, be approved –
  - (i) The Municipal Manager - Mr. Joggie Scholtz (Chairperson of the panel)
  - (ii) Member of the Executive Mayoral Committee – rdl A K Warnick
  - (iii) Director Protection Services of Overstrand Municipality
- (f) That it be noted that a service provider will be appointed by the Municipal Manager to assist in the recruitment and selection process for the appointment of a Director Protection Services;
- (g) That the process plan attached hereto be noted and approved;
- (h) That approval be granted that Mr Philip Humphreys is used in a mentorship role after the appointment of his successor for the remaining period of his contract period, provided that he also be used for other tasks, functions and responsibilities, as and when required.

**SIGNED:  
SPEAKER**