



MINUTES OF A MEETING OF THE EXECUTIVE MAYORAL COMMITTEE HELD IN THE COUNCIL CHAMBER, MALMESBURY ON TUESDAY, 25 MARCH 2025 AT 10:00

PRESENT:

Executive Mayor, ald J H Cleophas (Chairperson)
Executive Deputy Mayor, ald J M de Beer

Members of the Mayoral Committee:

Cllr D G Bess
Cllr N Smit
Ald T van Essen
Cllr A K Warnick

Speaker:

Ald M A Rangasamy

Officials:

Acting Municipal Manager, mr T Möller
Director: Financial Services, mr M Bolton
Director: Protection Services, mr P A C Humphreys
Director: Civil Engineering Services, mr L D Zikmann
Director: Development Services, ms J S Krieger
Director: Corporate Services, ms M S Terblanche
Senior Manager: Strategic Services, me O Fransman
Manager: Secretariat and Record Services, ms N Brand

1. OPENING

The Chairperson welcomed members and requested cllr N Smit to open the meeting with prayer.

2. APOLOGIES

That notice be taken of the apology received from the Municipal Manager.

3. PRESENTATIONS / DEPUTATIONS / COMMUNICATIONS

None.

4. MINUTES

4.1 MINUTES OF AN ORDINARY EXECUTIVE MAYORAL COMMITTEE MEETING HELD ON 19 FEBRUARY 2025

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr D G Bess)

That the minutes of an Ordinary Executive Committee meeting held on 19 February 2025, be approved and signed by the Executive Mayor.

5. CONSIDERATION OF RECOMMENDATIONS FROM THE MINUTES

5.1 MINUTES OF A PORTFOLIO COMMITTEE MEETING HELD ON 12 MARCH 2025

5.1.1 MUNICIPAL MANAGEMENT, ADMINISTRATION AND FINANCES

Resolution/...

5.1.1/...

RESOLUTION

(proposed by ald J M de Beer, seconded by cllr D G Bess)

That the Executive Mayor ratifies the recommendations in the relevant minutes.

5.1.2 CIVIL AND ELECTRICAL SERVICES**RESOLUTION**

(proposed by ald J M de Beer, seconded by cllr D G Bess)

That the Executive Mayor ratifies the recommendations in the relevant minutes.

5.1.3 DEVELOPMENT SERVICES**RESOLUTION**

(proposed by ald J M de Beer, seconded by cllr D G Bess)

That the Executive Mayor ratifies the recommendations in the relevant minutes, subject to the following correction:

ITEM 5.1: MONTHLY REPORT: JANUARY 2025
[amendment of the 2nd paragraph of the preamble]

The construction of top structures will commence in the 2025/2026 financial year (instead of completed).

5.1.4 PROTECTION SERVICES**RESOLUTION**

(proposed by ald J M de Beer, seconded by cllr D G Bess)

That the Executive Mayor ratifies the recommendations in the relevant minutes.

6. MATTERS ARISING FROM THE MINUTES**6.1 WRITE-OFF OF INDIGENT AND IRRECOVERABLE DEBT: FEBRUARY 2025 – ACTUAL AMOUNT WRITTEN OFF (5/7/3)**

The report regarding the write-off of indigent and irrecoverable debt was presented to the Executive Mayoral Committee on 19 February 2025, subject to determining the actual amounts to be written off by following the necessary administrative processes.

Ald T van Essen requested that the amount per town be divided into the various services to get a clearer illustration of the outstanding debt per service.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr N Smit)

- (a) That cognizance is taken that the actual amount written off in respect of indigent households amounted to **R 7 668 778.60** and in respect of other irrecoverable debt amounted to **R 2 833 873.72**;
- (b) That further cognizance is taken that Swartland Municipality reserves the right to do a reversal of any amount that was written off to the relevant debtor and that all necessary steps will be taken to recover the debt, if it comes to light after the date of this approval that -
 - (i) a household did not comply with the indigent criteria (as determined in Chapter 7: of the Indigent Policy); or
 - (ii) a portion of, or the total debt of a debtor was not correct; or
 - (iii) information came forth that was not known to the Executive Mayoral Committee when the writing off was considered, that would have influenced the decision of the committee;

6.1/...

- (c) That cognizance is taken that if the property is alienated in any way; Swartland Municipality reserves the right to refuse clearance on the property in question in order to first recover the amounts written off. The Property Rates Division has internal control in place in order to determine if any amounts was written off for the previous two years, in order to recover the write-off amount before clearance is given.

7. NEW MATTERS

7.1 AMENDMENTS TO THE 2024/2025 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) (4/2/2)

[Documents were circulated separately]

Section 54(1)(c) of the Municipal Finance Management Act (Act 56 of 2003) provides that the SDBIP must be considered and, if necessary, amended after approval of an adjustment budget.

The Acting Municipal Manager confirmed that the SDBIP has been amended in accordance with the 2024/2025 Adjustment Capital and Operating Budget as approved by Council on 30 January 2025 in order to ensure that the Municipality's approved budget is implemented in accordance with the SDBIP.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr D G Bess)

That the amended Service Delivery and Budget Implementation Plan (SDBIP) for the 2024/2025 financial year be approved in terms of Section 54(1)(c) of the Municipal Finance Management Act (Act 56 of 2003).

7.2 BUDGET STEERING COMMITTEE: 2024/2025 SPECIAL ADJUSTMENT OPERATING BUDGET, TECHNICAL RECOMMENDATIONS (5/1/1/1, 5/1/1/2)

The Director: Financial Services dealt with the items which gave rise to the presentation of the 2024/2025 Special Adjustment Budget in terms of Section 28 of the Local Government: Municipal Finance Management, Act 56 of 2003 (MFMA).

On Tuesday, 18 March 2025 the Budget Steering Committee considered the 2024/2025 Special Adjustment Budget for recommendation to the Executive Mayoral Committee.

RESOLUTION

(proposed by cllr N Smit, seconded by ald T van Essen)

- (a) That it be noted that the Budget Steering Committee convened to consider the explanations and motivations provided by the financial and engineering staff in a bid to advise the Executive Mayor on way forward;
- (b) That the following total expenditure by vote (per directorate) be approved, which includes both operating and capital expenditure per directorate, in order that departments pro-actively prevent unauthorised expenditure;

Budget Year 2024/25	Capital Expenditure by Vote				Operating Expenditure by Vote				Total Expenditure by Vote			
	Original Budget	Prior Adj Budget	Total Adjusts.	Adjusted Budget	Original Budget	Prior Adj Budget	Total Adjusts.	Adjusted Budget	Original Budget	Prior Adj Budget	Total Adjusts.	Adjusted Budget
R thousands												
Vote 1 - Corporate Services	778	478	-	478	46 746	47 664	-	47 664	47 524	48 142	-	48 142
Vote 2 - Civil Services	127 036	94 369	17 779	112 148	393 895	417 444	702	418 145	520 930	511 813	18 481	530 294
Vote 3 - Council	1 278	1 287	-	1 287	26 049	25 374	-	25 374	27 327	26 660	-	26 660
Vote 4 - Electricity Services	68 971	41 961	-	41 961	458 585	475 934	(52)	475 882	527 556	517 895	(52)	517 843
Vote 5 - Financial Services	698	568	-	568	81 680	79 301	(969)	78 332	82 378	79 869	(969)	78 900
Vote 6 - Development Services	174 824	166 212	-	166 212	51 379	41 940	-	41 940	226 203	208 152	-	208 152
Vote 7 - Municipal Manager	12	100	-	100	10 030	9 985	41	10 025	10 042	10 085	41	10 125
Vote 8 - Protection Services	2 882	3 055	-	3 055	120 682	113 330	278	113 608	123 564	116 385	278	116 663
Grand Total	376 478	308 030	17 779	325 809	1 189 046	1 210 971	-	1 210 971	1 565 523	1 519 000	17 779	1 536 780

7.2/...

- (c) That approval be granted to amend the 2024/2025 capital projects as part of its consolidated capital program as per (**Annexure A-1: Adjusted 2024/25 Capital Budget**), with no amendments to the outer years;
- (d) That council considers the amended funding sources linked to council's capital program and take note that these funding sources are available and have not been committed for other purposes;

FINANCING SOURCES	Original Budget 2024/25	Mid-Year Adj Budget 2024/25	Special Adj Budget 2024/25	Increase / (Decrease)
Capital Replacement Reserve (CRR)	93 535 241	71 023 189	79 561 559	8 538 370
External Loan	36 950 588	-	-	-
Municipal Infrastructure Grant (MIG)	29 332 000	29 302 000	29 302 000	-
Dept. Human Settlements (DHS)	174 289 166	165 670 203	165 670 203	-
Integrated National Electrification Programme (INEP)	22 818 000	22 401 642	22 401 642	-
Western Cape Education Department (PRIVATE FUNDING)	19 033 109	19 033 109	19 033 109	-
Municipal Disaster Response Grant (MDRG)	-	-	9 241 000	9 241 000
Dept. Cultural Affairs and Sport	484 783	484 783	484 783	-
Community Safety Grant	34 783	34 783	34 783	-
Donations	-	80 000	80 000	-
GRAND TOTAL	376 477 670	308 029 709	325 809 079	17 779 370

- (e) That approval be granted to amend the high-level capital and operating budget for 2024/2025 as per (**Annexure A**), with no amendments to the outer years, as follows:

	Original Budget 2024/25	Mid-Year Adj Budget 2024/25	Special Adj Budget 2024/25	Adjustments	Original Budget 2025/26	Original Budget 2026/27
Capital budget	376 477 670	308 029 709	325 809 079	17 779 370	216 639 861	197 984 897
Operating Expenditure	1 189 045 717	1 210 970 777	1 210 970 777	-	1 434 463 775	1 584 420 812
Operating Revenue	1 458 996 894	1 475 819 204	1 485 060 204	9 241 000	1 535 862 828	1 666 597 277
Budgeted (Surplus)/ Deficit	(269 951 177)	(264 848 427)	(274 089 427)	(9 241 000)	(101 399 053)	(82 176 465)
Less: Capital Grants and Donations	246 062 275	238 036 010	247 277 010	9 241 000	97 963 000	81 093 000
(Surplus)/ Deficit	(23 888 902)	(26 812 417)	(26 812 417)	-	(3 436 053)	(1 083 465)

- (f) That it be noted that the changes to the operating budget will have no impact on tariffs in respect of the 2024/2025 financial year or beyond and the budgeted net surplus of R26 812 417 will remain unchanged;
- (g) That the adjusted budget schedules (B1 to B10) as required by the Budget and Reporting Regulations be approved as set out in (**Annexure C: Budget Report and B-Schedules 2024/25 – 2026/27**);
- (h) That the Director: Financial Services adhere to the requirements of the Budget Circulars and Budget Reforms in the context of the reporting requirements to Provincial and National Treasury;
- (i) That the Service Delivery Budget Implementation Plan (SDBIP) where appropriate be amended accordingly.

7.3 **AMENDMENT OF THE INTEGRATED DEVELOPMENT PLAN (IDP) AND AREA PLANS (2/1/4/4/1)**

[Documents were circulated separately]

The Acting Municipal Manager referred to the passages in the report indicating the amendments to the IDP. The IDP was amended in terms of the requirements of the Local Government: Municipal Systems Act, Act 32 of 2000.

Cllr A K Warnick confirmed that the High School in Darling had been completed and can therefore be removed from the relevant Area Plan as a priority of Province.

The Acting Municipal Manager mentioned that Province's budget will only be tabled on Thursday, 27 March 2025 which may bring about further amendments to the IDP and the Budget.

RESOLUTION

(proposed by cllr D G Bess, seconded by ald J M de Beer)

- (a) That the Executive Mayoral Committee take cognisance of the amendment of the Integrated Development Plan (IDP) as well as the revision of the area plans in order to table it at the Council meeting in terms of section 17(3) of the MFMA;
- (b) That, although the Council has not approved MFMA Circular 88, Swartland Municipality will take part in the 2025/2026 DCoG pilot project and that the attached indicators that form part of the pilot project be noted;
- (c) That the DCoG indicators not be incorporated in the existing performance indicator tables in the IDP, but included as an annexure to the IDP;
- (d) That a further consultation and refinement process be followed during April 2025;
- (e) That it be noted that the Province's budget will only be presented on Thursday, 27 March 2025 and may therefore result in amendments to the Council's IDP and Budget.

7.4 **BUDGET STEERING COMMITTEE TECHNICAL RECOMMENDATIONS FOR THE DRAFT MULTI YEAR CAPITAL AND OPERATING BUDGETS, AMENDED BUDGET AND RELATED POLICIES, PROPERTY RATES, TARIFFS AND OTHER CHARGES FOR 2025/2026, 2026/2027 AND 2027/2028 FOR SPECIFIC PURPOSES OF GIVING EFFECT TO PUBLIC PARTICIPATION (5/1/1/1, 5/1/1/2)**

[Documents were circulated separately]

Section 16(2) of the Local Government: Municipal Finance Management, Act 56 of 2003 (MFMA) determines that the Mayor has to table the annual budget at a Council Meeting at least 90 days before the start of the financial year.

The draft budget documents were considered by the Budget Steering Committee on 18 March 2025 for recommendation to the Executive Mayoral Committee for submission to the Municipal Council on 31 March 2025 for purposes of public participation. The final approval of the budget documents will take place on Thursday, 29 May 2025 taking into account the comments received.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr A K Warnick)

- (a) That council takes note that due to the late tabling of the Provincial budget and the late communication of the Provincial Gazette, the 2025/26 MTREF allocations will only be incorporated in the final budget in May – allocations are indicative at this stage;
- (b) That council takes note that the costs as envisaged by Section 19 (2)(a)(b) were derived after consultation with the respective director(s) who has confirmed the costs as per **(Annexure A: 2025/2026 – 2027/2028 Draft Budget and Tariff File)** and consider same;

7.4/...

- (c) That council prior to approving the capital projects above R50 million as listed in **(Annexure B: 2025/2026 – 2027/2028 Capital Projects ito Sec 19)**, first consider the projected cost covering all financial years until the project is operational and the future operational costs and revenue on the project, including municipal tax and tariff implications;
- (d) That council deemed it appropriate to consider the entire capital program excluding the 4 contractually combined projects above R50 million as the aforementioned capital program's operational cost, inclusive of future costs will be covered by the rates regime and the normal cost centres found in the operational budget;
- (e) That council considers the funding sources linked to council's capital program and take note that these funding sources are available and have not been committed for other purposes;

FINANCING SOURCES	DRAFT BUDGET 2025/26	DRAFT BUDGET 2026/27	DRAFT BUDGET 2027/28
Capital Replacement Reserve (CRR)	R 128 411 923	R 138 083 611	R 156 818 041
External Loans	R 40 000 000	R -	R -
Municipal Infrastructure Grant (MIG)	R 25 405 000	R 27 293 000	R 28 388 000
Dept. of Infrastructure	R 50 294 362	R 33 735 985	R 52 476 713
Integrated National Electrification Programme (INEP)	R 17 821 124	R 20 868 000	R 21 811 000
Water Services Infrastructure Grant	R 17 044 000	R -	R -
Dept. Cultural Affairs and Sport	R 43 478	R 43 478	R -
GRAND TOTAL	R 279 019 887	R 220 024 074	R 259 493 754

- (f) That council approves the capital projects as part of its consolidated capital program as per **(Annexure A: 2025/2026 – 2027/2028 Draft Budget and Tariff File)**;
- (g) That council approves the raising of an external loan to the amount of R40 million for the new 2025/26 MTREF for the partial financing of the following capital projects: 132/11kV Eskom Schoonspruit Substation (R30.7 million) and the Development of Highlands New Landfill site Cell (R9.3 million), by means of testing the market as envisaged by MFMA section 46, requesting tenders from the financial institutions;
- (h) That the following total expenditure by vote (per directorate) be approved, which includes both operating and capital expenditure per directorate, in order that departments pro-actively prevent unauthorised expenditure;

Budget Year 2024/25	Capital Expenditure by Vote			Operating Expenditure by Vote			Total Expenditure by Vote		
R thousands	2025/26	2026/27	2027/28	2025/26	2026/27	2027/28	2025/26	2026/27	2027/28
Vote 1 - Corporate Services	573	575	534	49 311	52 396	55 729	49 885	52 971	56 263
Vote 2 - Civil Services	137 586	116 213	145 139	417 140	448 726	476 306	554 727	564 939	621 445
Vote 3 - Council	12	12	12	25 476	26 510	27 573	25 488	26 522	27 585
Vote 4 - Electricity Services	88 166	62 174	59 942	558 289	595 017	637 151	646 455	657 191	697 093
Vote 5 - Financial Services	168	76	672	84 757	91 101	97 495	84 925	91 177	98 166
Vote 6 - Development Services	51 180	39 826	52 571	176 471	209 586	49 871	227 651	249 412	102 442
Vote 7 - Municipal Manager	12	12	12	11 289	11 911	12 679	11 301	11 923	12 691
Vote 8 - Protection Services	1 322	1 136	612	124 242	130 961	138 152	125 564	132 097	138 764
Grand Total	279 020	220 024	259 494	1 446 976	1 566 208	1 494 955	1 725 996	1 786 232	1 754 448

7.4/...

- (i) That the draft high-level multi-year Capital and Operating budgets in respect of the **2025/2026 – 2027/2028** financial years, be approved as draft, in accordance with sections 16, 17 and 19 of the MFMA, to allow for public participation;

	Original Budget 2024/25	Adjustments Budget 2024/25	Draft Budget 2025/26	Draft Budget 2026/27	Draft Budget 2027/28
Capital budget	376 477 670	308 029 709	279 019 887	220 024 074	259 493 754
Operating Expenditure	1 189 045 717	1 210 970 777	1 446 976 385	1 566 208 166	1 494 954 545
Operating Revenue	1 458 996 894	1 475 819 204	1 586 838 910	1 664 780 877	1 598 962 787
Budgeted (Surplus)/ Deficit	(269 951 177)	(264 848 427)	(139 862 525)	(98 572 711)	(104 008 243)
Less: Capital Grants & Contributions	246 062 275	238 036 010	110 607 964	81 940 463	102 675 713
(Surplus)/ Deficit	(23 888 902)	(26 812 417)	(29 254 561)	(16 632 248)	(1 332 530)

- (j) That council approves the notice given in terms of section 14(1) and (2) of the Local Government: Municipal Property Rates Act, 2004, to levy the draft property tax rates, exemptions and rebates on property reflected in the schedule below and in the property rates policy for the 2025/26 financial year with effect from 1 July 2025, for purposes of allowing for public participation;

Category of property	Rate ratio	(c/R) rate determined for the relevant property category
Residential properties	1: 1	0,5623
Business and Commercial properties	1: 1,6672	0,9374
Industrial properties	1: 1,6672	0,9374
Agricultural properties	1: 0,25	0,1406
Mining properties	1: 1,6672	0,9374
Public Service Infrastructure	1: 0,25	0,1406
Properties owned by an organ of state and used for public service purposes	1: 1,6672	0,9374
Public Benefit Organizations	1: 0	0,0000
Vacant properties	1: 1,4966	0,8415
Municipal properties	1: 0	0,0000
Conservation Areas	1: 0	0,0000
Protected Areas	1: 0	0,0000
National Monuments	1: 0	0,0000
Informal Settlements	1: 0	0,0000

Exemptions and Reductions

- **Residential Properties:** For all residential properties, the municipality will not levy a rate on the first R15 000 of the property's market value. The R15 000 is the statutory impermissible rate as per section 17(1)(h) of the Municipal Property Rates Act.

Rebates in respect of a category of owners of property are as follows:

- **Indigent owners:** 100 per cent rebate will be granted to registered indigents in terms of the Indigent Policy to a maximum valuation of R105 000;
- **Qualifying senior citizens and disabled persons:** A rebate to an amount equal to the rates payable on the first amount of the valuation of such property to a limit of R300 000.

NB: Please refer to the municipality's property rates policy in respect of all rebates offered.

7.4/...

- (k) That council approve the draft tariff structures and charges for water, refuse removal, sewerage and other sundry charges as set out in **(Annexure A: 2025/2026 – 2027/2028 Draft Budget and Tariff File)** for purposes of allowing for public participation;
- (l) That council approve the electricity tariffs as draft for the 2025/2026 financial year, **bearing in mind that it is still subject to NERSA's final approval;**
- (m) That the phasing in of the restructured electricity tariffs, per the cost of supply study, are planned for implementation in 2026/27;
- (n) That the annual budget tables as required by the Budget and Reporting Regulations be approved as set out in **(Annexure C: Budget Report and A-Schedules 2025/2026 – 2027/2028);**
- (o) That the **amendments** to the budget and related policies as set out in **(Annexure D: Draft Amendments to Budget & Related Policies 2025/2026)** hereto, be approved for purposes of soliciting the views and comment from the public (non Budget Steering Committee recommendation);
- (p) That the amendments to Council's Supply Chain Management Policy, the Preferential Procurement Policy and Funding and Reserves policy be approved with effect from 1 April 2025;
- (q) That the training budget of R1 782 533 for the 2025/2026 financial year be approved as draft;
- (r) That Council takes note of the increases of the Directors that are contractually linked to the other personnel, which is negotiated and determined at a national level:
 - In respect of all personnel, an increase of **5.75%** for 2025/2026; **5.25%** for 2026/2027 and **5.75%** for the 2027/2028 financial years, excluding the increase in other benefits that are applicable and the annual 2.415% notch increase where applicable;
 - All salary adjustments are adequately budgeted for;
 - Provision has been made for a **3%** increase for political office bearers which is within the mid band of the inflation targets set by the South African Reserve Bank (SARB).
- (s) That Council takes note of the budgeted operating surpluses and that the budget is "cash-funded" as a result of cash reserves in table A8, the total expenditure growth of **19.5%** from the current to the new financial year and the revenue streams with growth in revenue of **7.5% (19.3% excluding capital grant income)** for the MTREF period as well as the cash flow statement as per **(A-schedule A7)** for the next three financial years;
 - the budgeted risk factor for cash coverage for operating expenses are **9.6 months** for 2025/26, **9.2 months** for 2026/27 and **10.1 months** for 2027/28;
 - over the next three financial years the planning is such that net operating surpluses are envisaged for 2025/26 to an amount of **R 29 254 561**, for 2026/27 an amount of **R 16 632 248** and for 2027/28 an amount of **R 1 332 530 (excluding capital grant income)**, which is well **below the NT guideline of at least a surplus of 7.5%.**
- (t) That the Director: Financial Services adhere to the requirements of the Budget Circulars and Budget Reforms in the context of the reporting requirements to Provincial and National Treasury;
- (u) That Council specifically adhere to the requirements of the Provincial and National Treasury Budget Circulars as enclosed in **"Annexure E: Budget Circulars"**;

- (v) That Council take note that the budget was prepared in the new mSCOA Version 6.9 as required by National Treasury but that the mSCOA data strings could not be uploaded for verification purposes to ensure perfect alignment at the time of finalising the budget, due to NT's System being down from 18-21 March 2025, to test the live chart;
- (w) That the process of soliciting public input, views or comments into the draft budget, **revised** budget and related policies and budget documents, inclusive of the property taxes and tariffs to close at 12 midday on **30 April 2025**;
- (x) That it be noted that the Province's budget will only be presented on Thursday, 27 March 2025 and may therefore result in amendments to Council's IDP and Budget;
- (y) That the input of ald T van Essen regarding the proposed financial policies, as presented during the discussion of the item, will be circulated to the administration for consideration, or not.

7.5 DRAFT 2025/2026 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) (2/4/2)

[Documents were circulated separately]

The Acting Municipal Manager confirmed that each budget must be backed by a Service Delivery and Budget Implementation Plan (SDBIP).

The Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) defines the Service Delivery and Budget Implementation Plan (SDBIP) as a detailed plan approved by the Mayor of a municipality in terms of Section 53(1)(c)(ii) of the MFMA for implementation of the municipality's delivery of services and of its annual budget.

The submission of the SDBIP is made in terms of regulations 14 and 15 of the *Municipal Budget and Reporting Regulations*.

RESOLUTION (for recommendation to Council on 31 March 2025)
(proposed by cllr D G Bess, seconded by ald J M de Beer)

- (a) That the Executive Mayoral Committee take cognisance of the attached draft 2025/2026 Service Delivery and Budget Implementation Plan (SDBIP) in order to table it at the Council meeting in terms of regulation 14 of the Municipal Budget and Reporting Regulations;
- (b) that the SDBIP be submitted to National Treasury and Provincial Treasury in terms of regulation 15 of the Municipal Budget and Reporting Regulations.

7.6 TABLING OF DRAFT BY-TARIFF BY-LAW (1/1)

The draft Tariff By-law is intended to replace the existing By-law as promulgated in the Extraordinary Provincial Gazette (PK 7402 dated 12 June 2015).

RESOLUTION
(proposed by cllr N Smit, seconded by cllr A K Warnick)

- (a) That approval be granted for the following draft by-law to be submitted in Council on 31 March 2025 for approval in principle:
 - Swartland Municipality: Tariff By-Law
- (b) That, following on in principle approval by the Council, the draft by-law be published for public comment in terms of section 12(3)(b) of the Systems Act, 2000 in both the local media and on the municipal website.

7.7 DETERMINATION OF DEVELOPMENT CHARGES FOR 2025/2026 (15/1/B)

The development contributions are reviewed annually and aim to determine as accurately as possible the pro rata portion of the actual capital cost of the bulk infrastructure required to provide services to the relevant development.

An annual discount on the development contributions is considered annually to serve as an incentive for developers to invest in the Swartland municipal area and it was proposed that the 55% discount for the 2025/2026 financial year remains unchanged.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr N Smit)

- (a) The attached categories of Development Charges for the 2025/2026 financial year be approved:
 - “Greenfields” Development Charges for bulk electricity – (Annexure “A”).
 - “Brownfields” Development Charges for electricity – Swartland Municipal Area (Annexure “B”).
 - Development Charges for water – (Annexure “C”).
 - Development Charges for sewerage - (Annexure “D”).
 - Development Charges for roads - (Annexure “E”).
- (b) A rebate of 55% be considered regarding development charges in respect of the 2025/2026 financial year as an incentive to promote development and attract investors;
- (c) Developers have to enter into an agreement with the Municipality regarding the payment of charges in terms of the existing policies;
- (d) Actual Cost of Development Charges will apply to all developments, as determined and calculated by the Directors of Infrastructure/Civil Engineering Services and Electrical Engineering Services;

7.8 RECOMMENDATION FOR APPROVAL OF THE ORGANISATIONAL STRUCTURE TAKING INTO ACCOUNT AMENDMENTS TO CORPORATE- AND PROTECTION SERVICES (4/1/1/2/1)

Section 66 of the Municipal Systems Amendment Act, 2011 determines that the organisational structure must be approved by the Municipal Manager.

The proposed amendments to the structure of the Directorate of Corporate Services and Directorate of Protection Services, as fully set out in the report, were considered by the unions and approved on 20 February 2025 for submission to the Executive Mayoral Committee.

RESOLUTION

(proposed by cllr N Smit, seconded by ald J M de Beer)

- (a) That the Executive Mayoral Committee takes note that the amendments were recommended at the meeting of the Local Labour Forum held on 20 February 2025;
- (b) That the Executive Mayoral Committee recommends the amendments to the organisational structure for the directorate Corporate Services for approval by Council for implementation with effect from 1 July 2025;
- (c) That the Executive Mayoral Committee recommends the amendments to the organisational structure for the directorate Protection Services for approval by Council for implementation with effect from 1 April 2025.

7.9 HUMAN RESOURCES: REVIEW OF OVERTIME POLICY (4/2/B)

The revised Overtime Policy was circulated with the agenda and included minor amendments made in consultation with the trade unions, among others, that the provisions during disaster situations should preferably be contained in the Municipal Disaster Management Plan (see item 7.14).

RESOLUTION

(proposed by cllr N Smit, seconded by cllr A K Warnick)

That the Executive Mayoral Committee approve the attached amended Overtime Policy for implementation with effect from the same date as the amended Disaster Management Policy, namely 1 April 2025.

7.10 MANDATE: COLLECTIVE AGREEMENT ON CONDITIONS OF SERVICE FOR THE WESTERN CAPE DIVISION OF THE SALGBC (4/2/3)

Several amendments, mainly on procedural issues, have already been made to the Collective Agreement which has been extended until 30 June 2025.

The Collective Agreement which has been extended until 30 June 2025 has already been amended on several occasions, mainly due to procedural issues and after consensus has been reached between the parties involved.

However, SALGA requested that mandates be obtained on two issues, as fully set out in the report to the agenda.

RESOLUTION

(proposed by cllr D G Bess, seconded by ald J M de Beer)

- (a) That it is noted that the Municipal Manager discussed the matter with the Executive Mayor, and there is consensus that the proposals are not supported by Swartland Municipality;
- (b) That the Executive Mayoral Committee condone the mandate of non-support for the proposals, provided by the Municipal Manager to SALGA.

7.11 REVIEW OF THE ENTERPRISE RISK MANAGEMENT POLICY (5/15/1/6)

The Enterprise Risk Management Policy aims to establish a process whereby risks can be identified that pose a threat to sustainable service delivery and the achievement of the Municipality's objectives. The process also involves mitigating the identified risks in order to optimise the management of the Municipality.

The Acting Municipal Manager further mentioned that the policy determines the risk appetite of the Municipality.

The amended Enterprise Risk Management Policy was circulated with the agenda for consideration and approval.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr D G Bess)

- (a) It is recommended that the current Enterprise Risk Management Policy be approved with the recommended changes as it will deliver a range of benefits to the municipality such as the following:
 - More efficient, reliable and cost effective delivery of services;
 - More reliable decisions;
 - Fewer surprises and crises by placing management in a position to effectively deal with potential new and emerging risks that may create uncertainty; and
 - Better outputs and outcomes through improved project and programme management;
- (b) The acceptance of the Risk Appetite Level at 15 - Impact x Likelihood = 15 (5x3) & (3x5);
- (c) Risk Tolerance Levels of 16 (4x4) and above are not acceptable and should be managed.

7.12 REVIEW OF THE FRAUD PREVENTION AND ANTI-CORRUPTION STRATEGY (5/15/1/6)

[Documents were circulated separately]

Swartland Municipality is committed by the organisation's ethical values to do business in an honest and transparent manner and this forms the foundation of the Fraud Prevention and Anti-Corruption Strategy.

The strategy addresses the detection, prevention and combating of fraud and corruption in order to combat it.

7.12/...

RESOLUTION

(proposed by cllr A K Warnick, seconded by ald J M de Beer)

That the amended Fraud Prevention and Anti- Corruption Strategy be approved.

7.13 MINUTES OF THE MUNICIPAL PERFORMANCE, RISK AND AUDIT COMMITTEE MEETING HELD ON 24 NOVEMBER 2024, AS WELL AS THE BI-ANNUAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2024 (5/15/1/3)

The Performance, Risk and Audit Committee (PRAC) serves as a fully-fledged independent committee of Council and fulfils its function in terms of the provisions of Section 166 of the Local Government: Municipal Finance Management Act, No 56 of 2003 (MFMA).

The minutes of the PRAC held on 24 November 2024 were circulated with the agenda, and did not contain any recommendations to the Executive Mayoral Committee for consideration.

The Bi-annual Report of the PRAC for the period ended 31 December 2024 was circulated with the agenda for notice-taking.

RESOLUTION

That cognizance be taken of the minutes of the meeting of the Municipality's Performance, Risk and Audit Committee of 24 November 2024.

7.14 REVIEW OF THE CORE MUNICIPAL DISASTER MANAGEMENT PLAN OF SWARTLAND MUNICIPALITY (17/5/1/1)

The Director: Protection Services confirmed that the submission of the Disaster Management Plan for Swartland serves as a review of contact details of the various role-players and identification of risks for the municipal area.

The existing main risks are:

- Loadshedding
- Alien invading plant species
- Interruptions in water supply
- Floods
- Seismic activities
- Wildfires
- Animal diseases
- Service delivery protest actions
- Covid-19
- Drought

The Director: Protection Services mentioned that funding will be applied for from Province to once again do a disaster risk assessment.

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr D G Bess)

- (a) That the content of the 2025 reviewed Core disaster management plan be noted as well as the agreement of all departments to pay attention to risk reduction as part of their daily tasks;
- (b) That the Mayoral Committee approves the 2025 reviewed Core Disaster Management Plan for the Swartland Municipal Area with the undertaking that the plan will be reviewed annually to ensure that the content is always relevant and up to date;
- (c) That, as prescribed by the Disaster Management Act, a copy of the approved reviewed plan is provided to the West Coast Disaster Management Centre, Provincial Disaster Management Centre as well as the National Disaster Management Centre.

7.15 SWARTLAND MUNICIPALITY: 2025 REVIEWED BUSINESS CONTINUITY AND DISASTER RECOVERY PLAN (17/5/B)

The purpose of the Business Continuity and Disaster Recovery Plan is to prepare the Municipality for extensive service interruptions and to restore service delivery as soon as possible.

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr D G Bess)

- (a) That cognisance is taken of the changes that was made to the Business Continuity and Recovery Plan;
- (b) That the reviewed 2025 Swartland Business Continuity and Recovery Plan be approved with effect from 1 April 2025.

7.16 REVIEW OF THE POLICY ON SUPPORT IN CASES OF SMALLER DISASTERS (WITH SPECIFIC REFERENCE TO HOUSE FIRES AND OTHER MINOR DISASTERS) (17/5/1/1)

The Policy regarding support in cases of minor disasters aims to assist certain categories of taxpayers at the time of a disaster, with specific reference to houses that have burned down or smaller disasters such as floods, windstorms, etc.

The policy was reviewed by the Disaster Management Committee on 18 February 2025, for submission to the Executive Mayoral Committee.

RESOLUTION

(proposed by cllr D G Bess, seconded by cllr A K Warnick)

That the revised Policy on Support in the event of Minor Disasters (with specific reference to the burning of homes and other minor disasters) be approved with immediate effect.

7.17 PROPOSED RENEWAL OF LEASE OF OFFICE SPACE SITUATED ON A PORTION OF ERF 163, RIEBEEK WEST TO MS HJC KRIEGLER FOR OPERATING A POST OFFICE AGENCY (17/9/2/R)

The municipal offices, including the community hall and library, are located on Erf 163, Riebeek West. The Council leases one of the offices ($\pm 130 \text{ m}^2$) to Ms Kriegler for operation of a Postal Agency.

An application was received from the tenant to extend the existing lease agreement for a further term.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr D G Bess)

- (a) That, in terms of Regulation 34 of the Municipal Asset Transfer Regulations (MATR), read together with the Municipal Asset Transfer Policy (2014), approval be granted for the proposed renewal of lease of office space, situated on a portion of Erf 163, Riebeek West, on the corner of Van Riebeek Street and Voortrekker Road, measuring approximately 130 m^2 in extent, to Ms HJC Kriegler (Post Office Agency), subject to the standard conditions of lease and the following further conditions:
 - (i) That the lease period will endure for a period of one year, from 01 April 2025 to 31 March 2026;
 - (ii) That a lease amounting to R120.00 per month, excluding VAT be payable;
 - (iii) That no payment for service consumption be payable by the lessee;
 - (iv) That the property be used only for operation of a post office agency and for no other purpose; and
 - (v) That all administrative, technical and legal requirements be adhered to;

7.17/...

- (b) That, in terms of paragraphs 13.1.1 and 13.1.3 of the Asset Transfer Policy, the property be leased by way of direct negotiations, as the property was previously leased to the lessee, noting that the lessee renders a much needed service to the community of Riebeek West in respect of receiving and distributing of mail.

7.18 PROPOSED LEASE OF A PORTION OF ERF 147, RIEBEEK KASTEEL TO THE ADJACENT LANDOWNER OF ERF 14 (15/3/R)

Swartland Municipality is the owner of Erf 147, Riebeek Kasteel on which the tourism office, library, municipal office and an outbuilding are located. A postal agency was operated from within the municipal office a few years ago.

The owner of Erf 148, Riebeek Kasteel applied to purchase a portion of Erf 147 and the outbuilding from Council, as there is no access to the property from Plein Street or Sarel Cilliers Street. However, the application could not be considered as the space, including the outbuilding, is required by Law Enforcement Services.

RESOLUTION

(proposed by cllr D G Bess, seconded by cllr N Smit)

- (a) That in terms of Regulation 34 of the Municipal Asset Transfer Regulations (MATR), read with the Municipal Asset Transfer Policy (2014), approval be granted for the lease of portions of Erf 147 Riebeek Kasteel, measuring approximately 184m² in extent, situated in Plein- and Sarel Cilliers Street to the landowner of Erf 148 Riebeek Kasteel, subject to the standard conditions of lease and the following further conditions:
 - (i) That the lease will endure for a period of three years from 01 April 2025 to 31 March 2028;
 - (ii) That a rental of R307.00 per month (VAT excl.) and an escalation of 10% per annum be payable by the lessee;
 - (iii) That the portion of Erf 147 from Plein Street only be used for pedestrian access, and the portion from Sarel Cilliers Street for vehicular access, provided that the Municipality shall also have access to the leased portions;
 - (iv) That no construction, obstructions, cables or pipelines within the leased portions shall be allowed;
 - (v) That the maintenance of the portions that are leased will be undertaken by and at the expense of the landowner of Erf 148 Riebeek Kasteel;
- (b) That, in terms of paragraph 12.2.1.1 of the Asset Transfer Policy, the lease of the property be granted by way of direct negotiations as the portions of Erf 147 can only be utilised by the adjacent landowner of Erf 148 for access to his property and due to the fact that the leased property will be maintained by the lessee, with no financial implications for the Municipality.

7.19 RENEWAL OF LEASE OF A PORTION OF ERF 208 TO THE YZERFONTEIN RECREATION CLUB FOR PURPOSES OF SPORTS FACILITIES AND PARKING (17/9/2/2/2-14)

Council has been leasing a portion of Erf 208, Yzerfontein (size ±1.2 ha) to the Yzerfontein Recreation Club since 1995. The club applied in February 2024 to extend the lease term of 9 years and 11 months for the same term.

The application was withheld due to the possibility of entering into separate lease agreements with the Bowling and Tennis Club, but was decided against it in January 2025 during negotiations with the Yzerfontein Recreation Club.

Resolution/...

7.19/...

RESOLUTION

(proposed by cllr A K Warnick, seconded by ald T van Essen)

- (a) That, in terms of Regulation 34 of the Municipal Asset Transfer Regulations (MATR), read with the Municipal Asset Transfer Policy (2014), approval be granted for the renewal of lease of a portion of Erf 208 Yzerfontein, measuring approximately 1,640ha in extent to The Yzerfontein Recreation Club, subject to the standard lease conditions and the following further conditions:
 - (i) That the sport facility be leased for a further lease term of 9 years and 11 months, commencing from 01 April 2025 until 28 February 2035;
 - (ii) That an amount of R1000.00 per annum (VAT excl.) be levied in respect of year 1, subject to escalation based on the Consumer Price Index (CPI) from year 2;
 - (iii) That the proposed transaction be advertised in the local press for comments and/or objections and that the lessee be responsible for the payment of the advertising costs;
- (b) That, in terms of paragraphs 13.1.1 and 13.1.3 of the Municipal Asset Transfer Policy, it be noted that The Recreation Club previously leased the property as a sport facility and for parking purposes and that all obligations were met by the lessee. Further, that the proposed lease will fulfil in the sport and recreation needs of the community concerned.

7.20 MOORREESBURG: LEASING OF INDUSTRIAL LAND FOR CROP PRODUCTION (17/9/4/2/2)

The Executive Mayoral Committee gave approval on 22 January 2025 that proposals be obtained for the leasing of a portion (size ± 17.7 ha) of Erf 1133, Moorreesburg for a period not exceeding twelve months, with effect from 1 May 2025.

A public competition process was undertaken to make the land available for crop growing purposes for the benefit of a local (Moorreesburg)-based public charity organisation, which must be involved in either welfare, humanitarian or cultural activities.

RESOLUTION

(proposed by ald J M de Beer, seconded by cllr N Smit)

- (a) That approval be granted for the lease of a portion (± 17.7 ha in extent) of erf 1133, Moorreesburg at the amount of R1 100.00 per annum, excluding VAT, to the Wheat Industry Museum for a period of one year, with effect from 1 May 2025 until 30 April 2026;
- (b) That the Director: Corporate Services be authorized to finalise the conditions of the lease agreement and to sign same.

7.21 YZERFONTEIN: BEAUTIFICATION OF TOWN ENTRANCE AT FOUR-WAY STOP, CORNER OF MAIN ROAD AND BUITEKANT STREET (17/9/4/2/2)

An application was received from the owner of the Paxton Place building, mr R Egan of Egan Property Group (Pty) Ltd, to beautify the town entrance to Yzerfontein on the c/o Main Road and Buitekant Street. Permission is also sought to remove the brick wall construction erected by the former owner of the Paxton Place building.

The applicant requested input from Swartland Tourism who support the project, and comments were also obtained from the Parks and Gardens Superintendent and the Ward Councillor, ald M A Rangasamy.

Resolution/...

7.21/...

RESOLUTION

(proposed by ald T van Essen, seconded by cllr A K Warnick)

- (a) That the requests by the Egan Property Group (Pty) Ltd regarding the upgrading/beautification of the town entrance, corner Main Road and Buitekant Street, Yzerfontein, be noted;
- (b) That cognizance be taken of Swartland Tourism (Yzerfontein town committee)'s support for the removal of the stone wall at the said town entrance, as well as for the proposed beautification of the site;
- (c) That permission be granted to the applicant to beautify the site in question, subject to the following conditions:
 - Only the stone wall and signs on it may be demolished, and no other tourism or directional signs may be removed;
 - With regard to the development of a garden, the applicant and their consultant must liaise with the Superintendent: Parks and Gardens regarding the proposed plantings and layout, to ensure that all visual requirements and pedestrian needs are met;
 - All information boards, power boxes, lamp posts with security cameras must be accessible at all times for maintenance/repair work.

7.22 DARLING: ESTABLISHMENT OF BIODIVERSITY PARK ON PUBLIC OPEN SPACE (ERF 674) (12/3/4-3/1)

A proposal was received from Vula Environmental Services, in collaboration with the Botanical Society of South Africa and the Darling Wildflower Society, for the establishment of a biodiversity park on Erf 674, Darling which is zoned as a public open space.

The report to the agenda contained the full detail regarding the application, inter alia, that six (6) interns will be appointed and trained to assist with the establishment of the biodiversity park and maintenance of the two Darling-Rhino Forest Reserves.

RESOLUTION

(proposed by cllr A K Warnick, seconded by ald J M de Beer)

- (a) That the application by Vula Environmental Services, in collaboration with the Botanical Society of South Africa and the Darling Wild Flower Society, to establish a West Coast Biodiversity Park on Erf 674 Darling be noted;
- (b) That the aforementioned initiative be supported and approval be granted for the development of the garden as proposed in the application, given the tourism value of same and considering that the project aligns with municipal and conservation goals for the Darling region;
- (c) That approval is subject to the following conditions:
 - any works undertaken on the site must be carried out in collaboration with the appropriate sections within the Civil Services Directorate, where necessary, especially with regard to the channeling of storm water across the site to Mimosa Street;
 - the applicants accept responsibility for the maintenance of the garden.

7.23 OUTSTANDING DEBTORS: FEBRUARY 2025 (5/7/1/1)

A full report to the state of outstanding debtors was circulated with the agenda.

RESOLUTION

That cognizance be taken of the report with reference to the state of the outstanding debtors of Swartland Municipality for February 2025.

7.24/...

7.24 PROGRESS ON OUTSTANDING INSURANCE CLAIMS (5/14/3/5)

In terms of the Asset Management Policy, a monthly report must be prepared regarding the outstanding insurance claims.

RESOLUTION

That cognizance be taken of the state of outstanding insurance claims up to and including 28 February 2025 as circulated with the agenda.

7.25 LOCAL AUTHORITIES RETIREMENT FUND: ANNUAL GENERAL MEETING – APPOINTMENT OF REPRESENTATIVES (11/1/2/5)

The 41st Annual General Meeting of the Local Authorities Retirement Fund will take place on 23 May 2025.

The rules of the Fund determines that one delegate from among the members and one delegate from the councillors can be nominated to attend the AGM.

RESOLUTION

(proposed by ald J M de Beer, seconded by cllr D G Bess)

- (a) That it be noted that Mr A M Zaayman has been nominated to represent the members at the Annual General Meeting of the Local Authorities Retirement Fund on 23 May 2025,
- (b) That cllr N Smit be nominated to represent the Council at the meeting.

7.26 CONSTRUCTION OF ROADS PROGRAMME 2025/2026 TO 2026/2027 (16/5/5/1)

An amount of R86 522 659,00 is available for the 2025/2026 and 2026/2027 financial years for the construction/upgrade of existing unpaved streets.

Attached to the agenda are the schedules of envisaged streets for construction/upgrade in the 2025/2026 and 2026/2027 financial years, respectively.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr A K Warnick)

- (a) That the attached provisional road construction and upgrading programme for the 2025/2026 and 2026/2027 financial years be noted;
- (b) That the road construction and upgrading programme be noted as provisional, as it is subject to final cost calculations in respect of the expenditure associated with the pavement and pavement designs which may result in possible downsizing.

7.27 ROAD RESEALING PROGRAMME: 2025/2026 (16/5/5/1)

An amount of R15 500 000,00 is available for the 2025/2026 financial year for the resealing of existing paved streets.

Attached to the agenda is the schedule of the envisaged streets to be cleared through the *iRAMS Pavement Management System* and inspections for resealing work have been identified.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr A K Warnick)

- (a) That the Executive Mayoral Committee approve the attached road rehabilitation programme for the 2025/2026 financial year;
- (b) That it be noted that this is a provisional programme which is subject to possible scaling down due to expenses associated with the preparatory work.

7.28/...

7.28 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO ISUZU NPR TRUCK, CK 18824 (8/1/B/2)

The Isuzu NPR truck, CK 18824, is used by the Streets and Stormwater Department in Yzerfontein. The vehicle developed mechanical problems to the steering mechanism and brakes and was sent in for repairs.

RESOLUTION

- (a) That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy;
- (b) That notice be taken of the action of the Municipal Manager to approved repairs of the steering mechanism and braking system of to CK 18824 for the amount of R32,499.52 excluding VAT by Isuzu Malmesbury;
- (c) That cognisance be taken that in terms of paragraph 2(6)(g) of the SCM Policy a formal tender process was not followed since Isuzu Malmesbury t/a Perdeberg Motors is the authorized agent of Isuzu;
- (d) That the expenditure was allocated to mSCOA Code: 9/4-40-5 and that there is sufficient funding available for the quoted amount of R32 499.52 (excluding VAT);
- (e) That the Senior Manager Financial Statements be instructed to include the abovementioned reasons as a note to the financial statements.

7.29 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO JCB BACKHOE LOADER, CK 52 832 (8/1/B/2)

The JCB backhoe loader, CK 52832, is used by the Streets and Stormwater Department in Moorreesburg for routine maintenance of infrastructure.

A warning light went off in the JCB backhoe loader and the agent, Bell Equipment, was requested to locate the problem.

RESOLUTION

- (a) That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy;
- (b) That notice be taken of the action of the Municipal Manager to approved the repairs to the JCB Digger loader 52832 for the amount of R 35,424.74 including VAT by Bell Equipment;
- (c) That cognisance be taken that in terms of paragraph 2(6)(g) of the SCM Policy a formal tender process was not followed as Bell Equipment is the authorized agent of JCB equipment;
- (d) That the expenditure was allocated to mSCOA Code: 9/7-32-5 and that there is sufficient funding available for the quoted amount of R35 424.74 (including VAT);
- (e) That the Senior Manager Financial Statements be instructed to include the abovementioned reasons as a note to the financial statements.

7.30 DIRECTORATE PROTECTION SERVICES: NEW SHIFT SYSTEM FOR TRAFFIC AND LAW ENFORCEMENT DEPARTMENT (17/5/B)

A review of the shift system has been undertaken with the aim of improving service delivery and improve operational efficiency and to align the service with the priority of public safety.

The review involved extensive consultations with relevant stakeholders, including trade unions, to ensure that the proposed changes would be beneficial to both the Municipality and its staff.

Resolution/...

7.30/..

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr N Smit)

- (a) That the comprehensive process followed to develop a new shift system for the Traffic and Law Enforcement Department be noted;
- (b) That approval be granted to implement the attached new shift system for the Traffic and Law Enforcement Department with effect from 1 May 2025.

(SIGNED) J H CLEOPHAS
EXECUTIVE MAYOR