



NOTULE VAN 'N VERGADERING VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE GEHOUD IN DIE RAADSAAL, MALMESBURY OP DONDERDAG, 16 OKTOBER 2025 OM 15:00

TEENWOORDIG:

Uitvoerende Burgemeester, rdh J H Cleophas (voorsitter)
Uitvoerende Onderburgemeester, rdd J M de Beer

Lede van die Burgemeesterskomitee:

Rdl D G Bess
Rdl N Smit
Rdh T van Essen
Rdl A K Warnick

Beampies:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Finansiële Dienste, mnr M Bolton
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Direkteur: Beskermingsdienste, mnr H Witbooi
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Korporatiewe Dienste, me M S Terblanche
Bestuurder: Sekretriaat en Rekordsdienste, me N Brand

1. OPENING

Die voorsitter verwelkom lede en versoek rdl A K Warnick om die vergadering met gebed te open.

2. VERLOF TOT AFWESIGHEID

Kennis geneem van die verskoning ontvang vanaf die Speaker, rdh M A Rangasamy.

3. VOORLEGGINGS/AFVAARDIGINGS/SPREEKBEURTE

3.1 CIGFARO JAARLIKSE KONFERENSIE: TOEKENNING AAN DIE DIREKTEUR: FINANSIËLE DIENSTE

Die voorsitter wens die Direkteur: Finansiële Dienste geluk met die toekenning wat hy ontvang het by CIGFARO (*Chartered Institute of Government Finance, Audit & Risk Officers*) se jaarlikse konferensie vir sy bydrae tot volhoubare finansiële bestuur by die munisipaliteite waarby hy oor die afgelope 10 jaar betrokke was.

VIR KENNISNAME

3.2 TOUGHEST FIRE FIGHTER ALIVE-KOMPETISIE: SWARTLAND MUNISIPALITEIT, BRANDWEERDIENSTE

Mnr J Marais gee agtergrond tot die *International Toughest Fire Fighter Alive*-kompetisie wat onlangs in George plaasgevind het. Mnr Marais noem dat die kompetisie elke twee jaar plaasvind, en dat Swartland Munisipaliteit besluit het om 'n brandweerspan in te skryf.

Mnr Marais/...

3.2/...

Mnr Marais verduidelik die formaat van die kompetisie waaraan 43 spanne, ook vanaf Botswana en Namibië, deelgeneem het. Dit is die eerste keer dat Swartland Munisipaliteit se brandweerspan deelneem en is 'n 12de plek behaal wat as 'n groot prestasie beskou word.

Mnr Marais noem dat daar vroegtydig met voorbereiding begin sal word om aan die volgende kompetisie deel te neem, aangesien dit baie straf is en nie verniet die "Toughest Fire Fighter Alive" genoem word nie.

Rdl D G Bess wens die brandweerspan geluk met die prestasie en noem dat Swartland Munisipaliteit baie trots kan wees.

VIR KENNISNAME

4. NOTULES

4.1 NOTULE VAN 'N GEWONE VERGADERING VAN DIE UITVOERENDE BURGE- MEESTERSKOMITEE GEHOU OP 17 SEPTEMBER 2025

BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl A K Warnick)

Dat die notule van 'n Gewone Uitvoerende Burgemeesterskomiteevergadering gehou op 17 September 2025 goedgekeur en deur die Uitvoerende Burgemeester onderteken word.

5. OORWEGING VAN AANBEVELINGS UIT DIE NOTULES

5.1 NOTULE VAN PORTEFEULJEKOMITEESVERGADERINGS GEHOU OP 8 OKTOBER 2025

5.1.1 MUNISIPALE BESTUUR, ADMINISTRASIE EN FINANSIES (7/1/2/2-1)

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

5.1.2 SIVIELE EN ELEKTRIESE DIENSTE (7/1/2/2-4)

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

5.1.3 ONTWIKKELINGSDIENSTE (7/1/2/2-5)

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

5.1.4 BESKERMINGSDIENSTE (7/1/2/2-3)

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

6./...

6. SAKE VOORTSPRUITEND UIT DIE NOTULES

Geen.

7. NUWE SAKE

7.1 MOONTLIKE IMPLEMENTERING VAN DIE WET OP DIE ADMINISTRATIEWE BEOORDELING VAN PADVERKEERSOORTREDINGS (AARTO) BINNE DIE SWARTLAND MUNISIPALITEIT (2/1/4/4/1)

Die Munisipale Bestuurder gee agtergrond tot die vergadering wat insake AARTO op datum plaasgevind het en bevestig dat x7 munisipaliteite teen 1 Desember 2025 AARTO moet implementeer en die res teen 1 April 2026.

Die Munisipale Bestuurder beklemtoon die kwelpunte wat deur munisipaliteite op die tafel geplaas is, onder andere, die afkondiging in Augustus 2025 insake die implementering van AARTO (buite die begrotingsiklus van munisipaliteite, m.a.w. daar is geen begroting vir implementering), die betrokkenheid van die Poskantoor (wat onder besigheidsredding is), die verlies aan inkomste, ens.

Die Munisipale Bestuurder noem dat Kaapstad in proses is om 'n inter-regeringsdispuut te verklaar, met verwysing na korrespondensie/rekords tussen die Padverkeersoortredingsagentskap (RTIA) en lg. se mededeling dat sommige munisipaliteite reeds hul gereedheid vir implementering van AARTO te kenne gegee het. Daar was ook geen konsultasie met SALGA nie, en kan daar nie gesteun word op die gebrekkige publieke deelname wat in 2020 gevolg is nie. Stad Kaapstad sal dus poog om 'n interdik te bekom om die implementeringsdatum van 1 Desember 2025 ten minste na 1 Julie 2026 uit te stel.

Die Munisipale Bestuurder verwys verder na die agt aspekte wat in plek moet wees om AARTO te implementeer, naamlik:

- (1) *Available Budget for AARTO implementation;*
- (2) *AARTO equipment for back-office processes;*
- (3) *AARTO stationery;*
- (4) *Training and registering of staff;*
- (5) *Non availability of new Regulations and Standard Operation Procedures (SOP's);*
- (6) *Readiness of South African Post Office;*
- (7) *Access to upload notices from Hand Held Device;*
- (8) *Readiness of RTIA and Road Traffic Management Corporation;*

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdh T van Essen)

- (a) Dat kennis geneem word dat 'n hersiene konsep-diensvlakoooreenkoms, wat tussen die Munisipaliteit en die Suid-Afrikaanse Poskantoor (SAPO) gesluit moet word, op 26 Januarie 2024 van die Padverkeersoortredingsagentskap (RTIA) ontvang is;
- (b) Dat daar van die volgende bekommernisse met betrekking tot die konsep-diensvlakoooreenkoms wat met SAPO gesluit moet word, kennis van geneem word, naamlik:
 - (i) Dat verskeie verpligtinge rakende die verwerking van data op die RTIA geplaas word, wat nie 'n party tot die ooreenkoms is nie. Die afdwingbaarheid daarvan is dus nie moontlik nie, en die Munisipaliteit sal geen regsmiddel hê in geval van wanprestasie deur die RTIA nie;
 - (ii) Dat geen voorsiening gemaak word vir 'n rekonsiliasie van oortredingskennisgewings wat deur die uitreikingsowerheid uitgereik en deur die RTIA aan SAPO gestuur word, en die betaling van enige bedrae wat aan die uitreikingsowerheid verskuldig is nie. Dit kan moontlik lei tot die verlies van inkomste vir die Munisipaliteit en wanbestuur van fondse;
 - (iii) Dat kennis geneem word dat die Munisipaliteit slegs 'n kwartaallikse verslag oor die opsporingsresultate van kennisgewings wat deur SAPO gestuur is, sal ontvang;

7.1(b)/...

- (iv) Dat daar kennis geneem word dat die konsep diensvlakoooreenkoms slegs na 'n aanvangsdatum verwys soos ooreengekom tussen die partye, sonder enige aanduiding oor hoe hierdie ooreenkoms bereik sal word;
 - (v) Dat daar kennis geneem word dat die Wet op Plaaslike Regering: Munisipale Finansiële Bestuurswet nagekom moet word met betrekking tot geskille rakende betalings en die sluiting van enige ooreenkoms;
 - (vi) Dat daar met kommer kennis geneem word dat die konsep-diensvlakoooreenkoms van die Munisipaliteit vereis om 'n rekening by SAPO te open, onderhewig aan die bepalings en voorwaardes van die rekeningaanzoek, en geen afskrif van sodanige bepalings en voorwaardes is voorsien nie;
 - (vii) Dat daar kennis geneem word dat die konsep-diensvlakoooreenkoms verder vereis dat die Munisipaliteit 'n deposito van minstens drie (3) maande se gebruikskoste vooruit moet hê, wat teenstrydig is met die MFMA;
 - (viii) Dat daar kennis geneem word dat die konsep-diensvlakoooreenkoms verskeie foute bevat, byvoorbeeld onvolledige definisies, teenstrydighede tussen die hoofooreenkoms en die bylaes of ander paragrawe in die ooreenkoms, foute in kruisverwysings en numeriese foute;
 - (ix) Dat die Munisipaliteit 'n bekommernis het oor die vermoë van SAPO om aan 'n ooreenkoms van hierdie aard en omvang te voldoen, en sorg gedra moet word dat so 'n ooreenkoms nie misbruik word as 'n besigheidsreddingsmeganisme vir SAPO nie;
 - (x) Dat die konsep-diensvlakoooreenkoms verskeie bepalings bevat wat SAPO beskerm teen die uitvoering van sy pligte tydens stakings of besigheidsreddingsprosesse, wat sal veroorsaak dat kennisgewings nie binne die voorgeskrewe tydramwerke gestuur word nie, sonder enige regsmiddel vir die Munisipaliteit vir die gepaardgaande inkomsteverlies;
- (c) Dat na bepaling aan watter van die agt aspekte voldoen of nie-voldoen word nie, en gebaseer op die nie-gereedheid om AARTO te kan implementeer, daar om uitstel aansoek gedoen word om saam met die volgende groep munisipaliteite vir implementering in te skakel, deurdat Swartland Munisipaliteit nie gereed is vir implementering nie, hoofsaaklik weens:
- (i) gebrek aan begroting omdat die afkondiging midde in 'n finansiële jaar (Augustus 2025) gedoen is, en daar nie voor begroot kon word nie;
 - (ii) die "back office" nog nie gereed is nie;
 - (iii) die nie-beskikbaarheid van Regulasies en enige SOP (*Standard Operating Procedures*); en
 - (iv) die SA Poskantoor wat nie funksioneel is nie en wat tans in sakeredding is;
- (d) Dat die Munisipale Bestuurder met volmag bekleed word om 'n brief aan die RTIA te stuur waarin die Munisipaliteit se bekommernisse uitgelig word en waarin dit meegedeel word dat die Munisipaliteit, weens die onsekerhede, nie in staat sal wees om AARTO te implementeer voordat al die aangehaalde bekommernisse aangespreek is nie, dat geen diensvlakoooreenkoms rakende AARTO aangegaan sal word totdat daar duidelikheid oor die uitstaande sake verkry is nie en dat die Munisipaliteit nie bereid is om 'n diensvlakoooreenkoms met SAPO te onderteken nie weens die teenstrydigheid met die MFMA.

7.2 KWARTAAL 1: EKONOMIESE ONTWIKKELINGSVERSLAG (2/1/4/5)

Die verslag het ten doel om te rapporteer op die implementering van die Munisipaliteit se Ekonomiese Ontwikkelingsplan, ingesluit aktiwiteite om klein besighede te ondersteun, om implementeringsgereed te wees vir investering en om strategiese infrastruktuurprojekte te fasiliteer.

7.2/...

Die Munisipale Bestuurder noem dat 'n Ekonomiese Ontwikkelingsforum gestig is en dat daar ook verteenwoordiging vanaf Siviele- en Elektriese Ingenieursdienste versoek sal word.

BESLUIT

(op voorstel van rdl D G Bess, gesekondeer deur rdd J M de Beer)

- (a) Dat kennis geneem word van die Ekonomiese Ontwikkelingsverslag vir Kwartaal 1 (periode 1 Julie 2025 tot 30 September 2025);
- (b) Dat rdl N Smit aangewys word om op die Plaaslike Ekonomiese Ontwikkelingsforum te dien.

7.3 KWARTAALVERSLAG INSAKE DIE PRESTASIE VAN KONTRAKTEURS (8/1/B/1)

Die verslag ten opsigte van die kwartaallikse prestasie-evaluering van kontrakteurs wat ingevolge die Voorsieningkanaalbestuursbeleid aangestel is, word voorgelê ter voldoening aan artikel 116(2) van die MFMA en die kernprestasië-indikator van die Munisipale Bestuurder.

BESLUIT

Dat kennis geneem word van die kwartaalverslag ten opsigte van die Prestasie van Kontrakteurs vir die periode 1 Julie 2025 tot 30 September 2025.

7.4 VERSLAG INSAKE DIE IMPLEMENTERING VAN DIE VOORSIENINGKANAAL-BESTUURSBELEID VIR DIE PERIODE 1 JULIE 2025 TOT 30 SEPTEMBER 2025 (8/1/B/2)

'n Verslag insake die implementering van die Voorsieningkanaalbestuursbeleid moet op 'n kwartaallikse basis ingevolge paragraaf 6(3) van die Munisipale Voorsieningkanaalbestuursregulasies aan die Uitvoerende Burgemeester voorgelê word.

Die verslag vir die periode 1 Julie 2025 tot 30 September 2025 is met die sakelys gesirkuleer.

Die Munisipale Bestuurder verwys na die aantal tenders (ten bedrae van R68 516 682.30) wat reeds tot en met 30 September 2025 toegeken is, wat 'n aanduiding is van die gereedheid om so vroeg as moontlik die nuwe begroting te implementeer.

BESLUIT

- (a) Dat kennis geneem word van die Kwartaalverslag ten opsigte van die implementering van die Voorsieningskanaalbestuursbeleid soos beoog deur artikel 6(3) van die Regulasies, sowel as verslae van die Formele Tenders (Bylae A), Informele Tenders (Bylae B), en die Afwykingsverslag (Bylae C & C.1);
- (b) Dat kennis geneem word van die dienste gelewer vir die tydperk 1 Julie 2025 tot 30 September 2025 met verwysing na die uitsonderings waar dit onprakties is om die mark te toets en dus 'n afwyking van die verkrygingsprosesse ingevolge paragraaf 2(6) van die Voorsieningskettingsbestuursbeleid (Bylae D).

7.5 KLIPKOPPIE SON AANLEG VORDERINGSVERSLAG (12/2/4-8/5)

Die Direkteur: Elektriese Ingenieursdienste bevestig dat die item voor die Portefeuljekomitee: Siviele en Elektriese Dienste op 8 Oktober 2025 gedien het vir voorlegging aan die Uitvoerende Burgemeesterskomitee.

Die Raad het in Mei 2023 goedkeuring verleen dat 'n gedeelte van die Klipkoppie, Malmesbury beskikbaar gestel word aan 'n onafhanklike energieverkaffer vir die vestiging van 'n Son Aanleg.

Die inisiatief/...

7.5/...

Die inisiatief word ondersteun deur die Wes-Kaapse Departement van Infrastruktuur (DOI) en het Ig. 'n taakspan saamgestel bestaande uit Deloitte, Weber Wentzel en WSP Ingenieurs (teen geen koste vir die Munisipaliteit) om behulpsaam te wees in die opstel van spesifikasies en tersaaklike dokumente/ooreenkoms om 'n onafhanklike energieverkaffer aan te stel.

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee kennis neem van die vorderingsverslag ter ondersteuning van die voorgestelde stappe/program wat gevolg sal word vir die vestiging van 'n Son Aanleg op die Klipkoppie.

7.6 MEMORANDUM VAN VERSTANDHOUDING MET DIE WES-KAAPSE REGERING: SUSTAINABLE INFRASTRUCTURE DEVELOPMENT AND FINANCIAL FACILITY (SIDAFF) (5/9/2/7)

Die Direkteur: Siviele Ingenieursdienste noem dat Swartland Munisipaliteit as een van die top presterende munisipaliteite die geleentheid gebied was om deel te neem aan die SIDAFF (*Sustainable Infrastructure Development and Financial Facility*)-program.

Die SIDAFF-fasiliteit fokus op water- en sanitasieprojekte en word die projekte van geselekteerde munisipaliteite in een portefeulje saamgevoeg om toegang tot meer gunstige finansiering (plaaslik en internasionaal), toekennings en ander fondse te verkry.

Die Direkteur: Siviele Ingenieursdienste noem verder dat die SIDAFF-fasiliteit inskakel by die poging van die Munisipaliteit om BFI (*Budget Facility for Infrastructure*)-befondsing te bekom vir grootskaalse waterinfrastruktuurprojekte.

Die Direkteur: Siviele Ingenieursdienste bevestig dat die Departement van Plaaslike Regering die Munisipaliteit in kennis gestel het dat Zutari die voorkeurtenderaar is vir die opgradering van die Swartland Watersuiweringswerke en grootmaat-pyplyn onder die SIDAFF-program. Zutari is bekend aan die Munisipaliteit en is betrokke by detail ontwerpe en ondersoeke m.b.t. die grootmaat waternetwerkstelsel (ingesluit watersuiweringswerke).

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdd J M de Beer)

- (a) Dat die volgende deur die Raad gemagtig word met betrekking tot die SIDAFF-program:
 - (i) Die aangaan van langtermynskuld wat verder strek as die huidige politieke termyn (5-jaar verkiesingsiklus), in ooreenstemming met Artikel 46 van die MFMA;
 - (ii) Deelname aan 'n gesamentlike, inter-munisipaal gepoolde/gemengde finansierings-benadering onder die SIDAFF-program, onderhewig aan behoorlike sorgvuldigheid, bekostigbaarheid en regulatoriese nakoming;
 - (iii) Die Munisipaliteit onderneem om 'n gesertifiseerde afskrif van die ondertekende Raadsbesluit by die Departement van Plaaslike Regering, Wes-Kaapse Regering, in te dien vir insluiting as Aanhangsel A by hierdie MoU. Die Munisipaliteit erken verder dat sy deelname aan die SIDAFF-program Fase 3 voorwaardelik is op die indiening van hierdie gesertifiseerde besluit binne 30 dae na ondertekening van die MoU;
- (b) Dat kennis geneem word dat Zutari die voorkeurtenderaar is vir die opgradering van die Swartland Watersuiweringswerke en grootmaat-pyplyn onder die SIDAFF-program.

7.7/...

7.7 AANVAARDING VAN DEVOLUSIE VAN PROVINSIALE BEHUISINGSEIENDOM: ERF 2632, MALMESBURY (12/2/2-8/1)

'n Skrywe is ontvang vanaf die Wes-Kaapse Departement van Infrastruktuur (DoI) waarin die Munisipaliteit in kennis gestel word van die eiendom in Ravenstraat, Erf 2632, Malmesbury wat vir devolusie geïdentifiseer is ingevolge die betrokke wetgewing.

Die verslag tot die sakelys bevat die administratiewe aksies wat gevolg moet word om die devolusie te laat realiseer teen die sperdatum van 31 Maart 2027.

BESLUIT

- (a) Dat kennis geneem word van die agtergrond en statutêre raamwerk rakende die devolusie van Erf 2632, Malmesbury;
- (b) Dat die beginsel-aanvaarding van die eiendom se devolusie vanaf die Wes-Kaapse Departement van Infrastruktuur bekragtig word;
- (c) Dat die Munisipale Bestuurder (of sy genomineerde) gemagtig word om:
 - (i) die Munisipaliteit se geskrewe reaksie aan die Departement van Infrastruktuur teen 17 Oktober 2025 in te dien, waarin die aanvaarding van die voorgestelde devolusie bevestig word;
 - (ii) met die Departement van Infrastruktuur en die Staatsprokureur te skakel ten einde alle regs- en administratiewe stappe af te handel; en
 - (iii) die finale Transportakte en Devolusiesertifikaat vir formele goedkeuring aan die Raad voor te lê, waarna die eiendom in die Munisipale Bateregister opgeneem en as deel van die Munisipaliteit se behuisings- en bateportefeulje bestuur sal word.

7.8 VOORGESTELDE VERHURING VAN 'N SKEEPSVRAGHOUER EN VOORAFVERVAARDIGDE STRUKTUUR GELEë OP 'N GEDEELTE VAN ERF 213, DARLINGWEG AAN ABBOTSDALE SPORTMAN FLYING CLUB (17/9/2/2-3)

[Die item word terug verwys.]

7.9 UITSTAANDE DEBITEURE: SEPTEMBER 2025 (5/7/1/1)

'n Volledige verslag van die stand van uitstaande debiteure is met die sakelys gesirkuleer.

BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl A K Warnick)

Dat kennis geneem word van die verslag aangaande die stand van Swartland Munisipaliteit se uitstaande debiteure vir September 2025.

7.10 VORDERING MET UITSTAANDE VERSEKERINGSEISE (5/14/3/5)

Ingevolge die Batebestuursbeleid moet maandeliks verslag gedoen word insake die uitstaande versekeringseise.

BESLUIT

Dat kennis geneem word van die stand van uitstaande versekeringseise tot en met 30 September 2025 soos met die sakelys gesirkuleer.

7.11 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: HERSTEL-WERK, UD 85 NISSAN, CK 14865 (8/1/B/2)

Die vragmotor, CK 14865, word in die Straat- en Stormwaterafdeling in Darling aangewend. Die vragmotor het nie die padwaardigheidstoets geslaag nie en is na UD Trucks Malmesbury gestuur vir 'n kwotasie en herstelwerk.

Besluit/...

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygings-prosedures ingevolge paragraaf 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die herstel van die uitlaatremstelsel aan CK 14865 (UD 85 Nissan) deur UD Trucks ten bedrae van R38 694.09 (BTW uitgesluit);
- (c) Dat verder kennis geneem word dat, in terme van paragraaf 2(6)(g) van die Voorsieningkanaalbestuursbeleid, dit nie nodig is om 'n formele tenderproses te volg nie, aangesien UD Trucks die gemagtigde agent van Nissan-voertuie is;
- (d) Dat die uitgawe ten bedrae van R38 694.09 (BTW uitgesluit) teen posnommer 9/4-43-5 verreken word en dat daar voldoende fondse beskikbaar is;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.12 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: HERSTELWERK, KOMPAKTEERVAGMOTOR, CK 44823 (8/1/B/2)

Die kompakteervragmotor, CK 44823, word aangewend vir vullisverwydering in Darling en Yzerfontein. 'n Probleem is met die vragmotor se 3de en 4de rat ondervind en is die voertuig na HD Transmissions gestuur vir 'n kwotasie en herstelwerk.

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygings-prosedures ingevolge paragraaf 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die herstel van die transmissie van die kompakteervragmotor, CK 44823 (UD 330 Quester) deur HD Transmissions ten bedrae van R45,352.92 (BTW uitgesluit);
- (c) Dat verder kennis geneem word dat, in terme van paragraaf 2(6)(g) van die Voorsieningkanaalbestuursbeleid, dit nie nodig is om 'n formele tenderproses te volg nie, aangesien HD Transmissions die gemagtigde agent van Allison Transmission in die Wes-Kaap is;
- (d) Dat die uitgawe ten bedrae van R45 352.92 (BTW uitgesluit) teen posnommer 9/4-60-5 verreken word en dat daar voldoende fondse beskikbaar is;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.13 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: DIENS VAN VRAGMOTOR, UD 370FC, CK 12625 (8/1/B/2)

Die vragmotor, CK 12625, word gebruik vir die uitpomp van riooltenke in die Swartland munisipale area en is gestuur na UD Trucks Malmesbury vir 'n geskeduleerde diens van die voertuig.

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygings-prosedures ingevolge paragraaf 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die diens van UD 370FC Truck, CK 12625 deur UD Trucks ten bedrae van R41 349.19 (BTW uitgesluit);

7.13/...

- (c) Dat verder kennis geneem word dat, in terme van paragraaf 2(6)(g) van die Voorsieningkanaalbestuursbeleid, dit nie nodig is om 'n formele tenderproses te volg nie, aangesien UD Trucks, Malmesbury die gemagtigde agent van UD-vragmotors is;
- (d) Dat die uitgawe ten bedrae van R41 349.19 (BTW uitgesluit) teen posnommer 9/4-41-2 verreken word en dat daar voldoende fondse beskikbaar is;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.14 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: HERSTELWERK AAN JCB LAAIGRAAF, CK 45744 (8/1/B/2)

Die JCB Laaigraaf, CK 45744, word in die Waterafdeling in Malmesbury aangewend en daar is opgemerk dat die masjien hidrouliese olie lek en is na Bell Equipment gestuur vir 'n kwotasie en herstelwerk.

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir herstelwerk aan die JCB Laaigraaf (*hydraulic hoses and hub seals*), CK 45744 deur Bell Equipments ten bedrae van R28 381.40 (BTW uitgesluit);
- (c) Dat verder kennis geneem word dat, in terme van paragraaf 2(6)(g) van die Voorsieningkanaalbestuursbeleid, dit nie nodig is om 'n formele tenderproses te volg nie, aangesien Bell Equipment die gemagtigde agent van JCB-toerusting is;
- (d) Dat die uitgawe ten bedrae van R28 381.40 (BTW uitgesluit) teen posnommer 9/4-41-2 verreken word en dat daar voldoende fondse beskikbaar is;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.15 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: HERSTEL VAN DROMSKERM NO 2 BY THE INLAATWERKE VAN DIE MOORREESBURG WWTW (8/1/B/2)

Die Moorreensburg WWTW is toegerus met dromskerms wat verantwoordelik is om enige ongewenste materiaal/nie-biologiese afbreekbare stof, bv. metaal, houters, lappe, hout, ens uit die suiweringsproses te verwyder. Een van die dromskerms het meganiese probleme ondervind en GW Trautmann is genader vir 'n kwotasie en herstelwerk.

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die herstel van die dromskerm by die Moorreensburg WWTW deur G W Trautmann ten bedrae van R71 363.45 (BTW uitgesluit)
- (c) Dat die redes vir die afwyking van die voorgeskrewe verkrygingsproses soos volg aangeteken word:
 - (i) Die dromskerm sou vir 'n geruime tyd buite werking gelaat word indien die normale verkrygingsproses gevolg is;
 - (ii) Voormelde sou aanleiding gee tot beskadiging van meganiese toerusting;
 - (iii) Die herstel van die dromskerm is dus as 'n noodgeval hanteer;

7.15/...

- (d) Dat die uitgawe van R71 363.45 (BTW uitgesluit) teen posnommer: 9/239-677-425 verreken word en dat daar voldoende fondse beskikbaar is;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.16 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: DRINGENDE HERSTELWERK AAN CHEMIESE DOSERINGSPOMP BY DIE ONTWERINGSAAANLEG VAN DIE DARLING WWTW (8/1/B/2)

Die verwydering van slyk uit behandelde rioolwater is deel van die tersiêre prosesse by 'n rioolsuiweringswerke (WWTW). By die Darling WWTW word slyk verwyder deur middel van meganiese toerusting wat onklaar geraak het.

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die herstel van die chemiese doseringspomp van die ontweringsaanleg by Darling WWTW deur G W Trautmann ten bedrae van R30 212.52 (BTW uitgesluit)
- (c) Dat die redes vir die afwyking van die voorgeskrewe verkrygingsproses soos volg aangeteken word:
 - (i) Die ontweringsaanleg sou vir 'n geruime tyd buite werking gelaat word indien die normale verkrygingsproses gevolg is;
 - (ii) Voormelde sou aanleiding gee tot oneffektiewe behandelingsprosesse, slyk verliese, swak gehalte finale uitvloeï wat nie voldoen aan die vereiste standaarde nie en wat 'n negatiewe impak op die omgewing kan hê;
 - (iii) Die herstel van die chemiese doseringspomp is dus as 'n noodgeval hanteer;
- (d) Dat die uitgawe van R30 212.52 (BTW uitgesluit) teen posnommer: 9/239-349-689 verreken word en dat daar voldoende fondse beskikbaar is;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.17 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: HERSTEL EN TOETSING VAN "CHERRY PICKER", CK 14498 (8/1/B/2)

Die Cherry Picker, CK 14498, word deur die Elektriese Departement in Malmesbury aangewend. 'n Paar olie lekke op die hidrouliese stelsel is opgemerk en aangesien die voertuig byna gediens moes word is 'n kwotasie bekom vir die diens, herstel, toetsing en uitreiking van sertifikaat.

BESLUIT

- (a) Dat kennis geneem word van die afwyking van die voorgeskrewe verkrygingsprosedure in terme van Afdeling 36 van die Voorsieningkanaalbestuursbeleid;
- (b) Dat kennis geneem word van die aksie van die Munisipale Bestuurder om die herstel van die "Cherry Picker" CK 14498 deur Alpha Hydraulic Lifting Services ter waarde van R32 306.95 (BTW ingesluit) goed te keur;
- (c) Dat die rede vir die afwyking van die voorgeskrewe verkrygingsprosedure aangeteken word as volg:
 - (i) As gevolg van die oopmaak en kwotasie (*strip and quote*) basis is dit nie redelik om die normale verkrygingsproses te volg;

7.17(c)/...

- (ii) Die noodsaaklikheid om die toerusting weer in diens te stel om dienslewering te verseker;
- (d) Dat kennis geneem word dat die koste teen mSCOA pos 9/4-17-5 betaal is en dat daar genoeg fondse beskikbaar was om die koste van R32 306.95 (BTW ingesluit) te dek;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur versoek word om die bostaande redes as 'n nota tot die finansiële state by te voeg wanneer die state opgestel word.

7.18 KONSTRUKSIE VAN 'N SEKURITEITSMUUR BY DIE HIGHLANDS STORTINGS-TERREIN: GOEDKEURING VAN VERIMENT VIR BEGROTINGSTEKORT (16/4/21-8/1)

Daar is oor die afgelope twee jaar 'n toename in die onwettige betreding van die Highlands Stortingsterrein deur vullisrapers. Lede van die publiek wat gebruik maak van die stortingsterrein se veiligheid word bedreig deur die vullisrapers, en word skade aan infrastruktuur aangerig.

Die Raad het vir die 2025/2026 finansiële jaar 'n bedrag van R9 600 000 begroot vir die konstruksie van die hoë sekuriteitsmuur rondom die Highlands Stortingsterrein. Die tenders wat ingewin is, is egter heelwat hoër en is daar 'n tekort van R700 000.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

- (a) Dat kennis geneem word dat met die tenderpryse wat bekend is 'n bedrag van R10 300 000 miljoen benodig word om die projek – Sekuriteitsmuur by die Highlands Stortingsterrein – te implementeer wat R700 000 meer is as die goedgekeurde begroting van R9 600 000;
- (b) Dat magtiging aan die Direkteur: Finansiële dienste verleen word om die tekort van R700 000 uit besparings elders in die kapitaalbegroting na posnommer 9/104-947-1105: *Highlands Security Wall* oor te dra ingevolge die Verimentbeleid.

**(GET) J H CLEOPHAS
UITVOERENDE BURGEMEESTER**



NOTULE VAN 'N VERGADERING VAN DIE MUNISIPALE BESTUUR-, ADMINISTRASIE EN FINANSIES PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12 NOVEMBER 2025 OM 10:00

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdl I S le Minnie
Ondervoorsitter, rdl N Smit

Nel, M (rdd)	Soldaka, P E
O'Kennedy, E C	Van Essen, T (rdh)
Penxa, B J	Vermeulen, G
Rangasamy, M A (rdh)	Warnick, A K

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Beskermingsdienste, mnr H C A Witbooi
Senior. Bestuurder: Publieke Dienste, mnr J Spies
Komiteebeampte, me S Willemse

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom lede en versoek rdl A M Williams om te open met skriflesing en gebed.

Verlof tot afwesigheid word verleen aan die Uitvoerende Burgemeester, rdl D C Pypers, Direkteur: Finansiële Dienste, Direkteur: Korporatiewe Dienste en die Direkteur: Siviele Ingenieursdienste.

2. NOTULE

2.1 NOTULE VAN 'N PORTEFEULJEKOMITEEVERGADERING (MUNISIPALE BESTUUR-, ADMINISTRASIE- EN FINANSIESKOMITEE) GEHOU OP 8 OKTOBER 2025

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdh M A Rangasamy)

Dat die notule van die Portefeuljekomiteevergadering (Munisipale Bestuur-, Administrasie- en Finansies) gehou op 8 Oktober 2025 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

3.1 IMPLEMENTERING VAN AARTO

Die Munisipale Bestuurder meld dat die implementering van AARTO uitgestel is vanaf 1 Desember 2025 tot 1 Julie 2026, wat munisipaliteite addisionele tyd bied om begrotingsaanpassings te maak.

Hy lig uit dat die nuwe regulasies, wat in Oktober 2025 afgekondig is, wesenlik verskil van dié van 2020. Die nuwe regulasies vereis nou SAPS-betrokkenheid en daar is kommer oor die Poskantoor se reddingsproses en teenstrydighede met die MFMA in die voorgestelde diensvlak-ooreenkom.

Swartland Munisipaliteit/...

3.1/...

Swartland Munisipaliteit speel saam met die Stad Kaapstad en ander munisipaliteite 'n aktiewe rol in die hantering van hierdie kwessies op provinsiale vlak. 'n Taakspan sal saamgestel word ter voorbereiding vir die *MinMay Tech*-vergadering op 24 November 2025 en om aan te beveel dat die regulasies weer vir openbare kommentaar geadverteer word.

Die Munisipale Bestuurder waarsku dat munisipaliteite moontlik beduidende inkomsteverliese kan ly onder die huidige stelsel en beklemtoon die noodsaak van voortgesette betrokkenheid.

Hy bedank die Raad vir sy eenparige besluit wat die Burgemeester gemagtig het om 'n verslag aan die President en Minister te rig, en noem dat die nasionale erkenning van stelseltekorte waarskynlik die gevolg is van druk deur munisipaliteite.

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen.

5. GEDELEGEERDE SAKE M.B.T. MUNISIPALE BESTUURDER

Geen.

6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen.

7. GEDELEGEERDE SAKE M.B.T. ADMINISTRASIE

Geen.

8. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen.

9. GEDELEGEERDE SAKE M.B.T. FINANSIES

Geen.

10. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen.

**(GET) RDL I S LE MINNIE
VOORSITTER**



**NOTULE VAN 'N VERGADERING VAN DIE SIVIELE- EN ELEKTRIESE DIENSTE
PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12
NOVEMBER 2025 OM 10:20**

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdl R J Jooste
Ondervoorsitter, rdh T van Essen

Bess, D G	O'Kennedy, E C
Fortuin, C	Pieters, C
Gaika, M F	Smit, N
Nel, M (rdd)	Warnick, A K
	Williams, A M

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Beskermingsdienste, mnr H C A Witbooi
Senior. Bestuurder: Publieke Dienste, mnr J Spies
Komiteebeampte, me S Willemse

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom lede.

Verlof tot afwesigheid word verleen aan die Uitvoerende Burgemeester, Direkteur: Finansiële Dienste, Direkteur: Korporatiewe Dienste en die Direkteur: Siviele Ingenieursdienste.

2. NOTULE

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (SIVIELE- EN
ELEKTRIESE DIENSTEKOMITEE) GEHOU OP 8 OKTOBER 2025**

BESLUIT

(op voorstel van rdl E C O'Kennedy, gesekondeer deur rdh T van Essen)

Dat die notule van die Portefeuljekomiteevergadering (Siviele- en Elektriese Dienste) gehou op 8 Oktober 2025 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

Geen.

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen.

5. GEDELEGEERDE SAKE

5.1. MAANDVERSLAG: SEPTEMBER 2025

5.1.1 SIVIELE INGENIEURSDIENSTE

Die voorsitter/...

5.1.1/...

Die voorsitter lê die maandverslag, soos met die agenda gesirkuleer, ter tafel en die Senior. Bestuurder: Publieke Dienste behandel enkele aspekte uit die maandverslag.

Rdl C Fortuin spreek haar kommer uit oor die swak kommunikasie tydens onlangse wateronderbrekings in Moorreesburg, veral toe 'n waterpyp by die reservoir 'n paar weke gelede gebars het. Sy het die behoefte aan beter koördinerings en kommunikasie tussen die betrokke afdelings en rolspelers beklemtoon en stel voor dat inligting oor sulke voorvalle tydig gedeel word op die bestaande raadslede-groep. Sy versoek verder dat luidsprekervoertuie gebruik word om inwoners in kennis te stel wat nie toegang tot sosiale media het nie.

Die Munisipale Bestuurder verduidelik dat die aanvanklike beoordeling van die wateronderbreking in Moorreesburg was dat dit slegs 'n paar uur sou duur. Toe die watertoevoer egter herstel is, het hoë druk veroorsaak dat die pype weer gebars het, wat tot 'n langer onderbreking gelei het. Hy beklemtoon die belangrikheid van akkurate kommunikasie.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

Dat kennis geneem word van die inhoud van die maandverslag van die Direkoraat: Siviele Ingenieursdienste vir September 2025.

5.1.2 ELEKTRIESE INGENIEURSDIENSTE

Die Direkteur: Elektriese Ingenieursdienste behandel enkele aspekte uit die maandverslag en noem, onder andere, dat die NERSA-oudit op 5 en 6 November 2025 plaasgevind het. Die Munisipaliteit het deeglik voorberei en al die vereiste dokumentasie ingedien, die oudit het terreinbesoeke ingesluit. Terugvoer van NERSA word teen Januarie 2026 verwag.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

Dat kennis geneem word van die maandverslag van die Direkoraat Elektriese Ingenieursdienste vir September 2025.

6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

6.1 KENNISGEWING VAN DIE GEÏNTEGREERDE AFVALBESTUURSPLAN (IWMP) JAARVERSLAG VIR 2024-2025

'n IWMP is 'n statutêre vereiste van die Wet op Nasionale Omgewingsbestuur: Afval, 2008 (Wet No. 59 van 2008) wat gepromulgeer is en op 1 Julie 2009 in werking getree het, met die hoofdoelwit om die transformasie van versamelings- en wegdoeningsmetodologieë en volhoubare praktyke oor afvalvermyding en omgewingsvolhoubaarheid.

BESLUIT

Dat kennis geneem word van die Geïntegreerde Afvalbestuursplan (IWMP) Jaarverslag vir 2024-2025.

6.2 AANVAARDING VAN DIE WATERDIENSTE OUDITVERSLAG VIR 2024/2025 (16/1/1/B)

Die Munisipaliteit, as 'n Waterdienste Owerheid, is ingevolge die bepalings van die Wet op Waterdienste, Wet 108 van 1997 verplig om jaarliks 'n ouditverslag op te stel aangaande die implementering van die Waterdienste Ontwikkelingsplan.

Die ouditverslag/...

6.2/...

Die ouditverslag stel die Departement van Water en Sanitasie in staat om te bepaal in watter mate 'n Waterdienste Owerheid suksesvol was in die bereiking van die doelwitte soos gestel in die Waterdienste Ontwikkelingsplan. 'n Verdere oogmerk van die ouditverslag is om die beskikbare kapasiteit te bepaal om waterdienste te kan lewer.

AANBEVELING

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

- (a) Dat die 2024/2025 Waterdienste Ouditverslag aanvaar word;
- (b) Dat 'n elektroniese weergawe van die 2024/2025 Waterdienste Ouditverslag op die munisipale webtuiste ter insae van die publiek en ander belangegroepe geplaas word en dat 'n hardekopie van die verslag beskikbaar sal wees by die Kantoor van die Direkteur: Siviele Ingenieursdienste.

(GET) RDL R J JOOSTE
VOORSITTER



**NOTULE VAN 'N VERGADERING VAN DIE ONTWIKKELINGSDIENSTE PORTEFEULJEKOMITEE
VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12 NOVEMBER 2025 OM
10:40**

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdl G Vermeulen
Ondervoorsitter, rdl D G Bess

Booyesen, A M	Rangasamy, M A (rdh)
De Beer, J M (rdd)	Smit, N
Le Minnie, I S	Soldaka, P E
Ngozi, M	

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Beskermingsdienste, mnr H C A Witbooi
Senior. Bestuurder: Publieke Dienste, mnr J Spies
Komiteebeampte, me S Willemse

1. OPENING/VERLOF TOT AFWESIGHEID

Die ondervoorsitter verwelkom lede.

Verlof tot afwesigheid word verleen aan die Uitvoerende Burgemeester, rdl D C Pypers,
Direkteur: Finansiële Dienste, Direkteur: Korporatiewe Dienste en die Direkteur: Siviële
Ingenieursdienste.

2. NOTULE

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (ONTWIKKELINGS-
DIENSTE) GEHOU OP 8 OKTOBER 2025**

BESLUIT

(op voorstel van rdl I S le Minnie, gesekondeer deur rdl A M Booyesen)

Dat die notule van die Portefeuljekomiteevergadering (Ontwikkelingsdienste) gehou op
8 Oktober 2025 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

3.1 BEWUSTHEID OOR GESLAGSGEBASEERDE GEWELD (GBV)

Die Direkteur: Ontwikkelingsdienste spreek die Raad toe oor die aanhoudende
probleem van Geslagsgebaseerde geweld (GBV) in Suid-Afrika. Sy beklemtoon dat
hierdie probleem wydverspreid in plaaslike gemeenskappe voorkom, met aanvalle,
moorde en skade aan kinders wat gereeld plaasvind.

Sy noem dat 'n inligtingspak aan alle raadslede voorsien is, wat belangrike statistieke
insluit, onder andere dat elke 2,5 uur 'n vrou vermoor word as gevolg van GBV, en dat
ongeveer een uit drie vroue gedurende hul leeftyd fisieke geweld ervaar het.

Die Direkteur: Ontwikkelingsdienste/...

3.1/...

Die Direkteur: Ontwikkelingsdienste spoor die Raad aan om oor die slagoffers te besin en hulle te eer, veral aangesien die Desember–Januarie-periode 'n tyd is waarin gesinne meer kwesbaar is. Sy stel voor dat 'n kers aangesteek word ter nagedagtenis aan diegene wat weens GBV hul lewens verloor het.

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen.

5. GEDELEGEERDE SAKE

5.1 MAANDVERSLAG: SEPTEMBER 2025

Die Direkteur: Ontwikkelingsdienste behandel die maandverslag van die Direktoraat: Ontwikkelingsdienste vir Augustus 2025, met spesifieke verwysing na vordering met die onderskeie behuisingsprojekte.

Rdd J M de Beer versoek of daar vordering is met die merking van diere. Die Direkteur: Ontwikkelingsdienste meld dat die kleinboere aansoek gedoen het en wag op registrasie van Pretoria. Sy bevestig dat die aansoeke deur die Departement van Landbou gehelp is.

Rdh M A Rangasamy versoek dat strukture by die huidige terrein gesloop word om herbesetting te voorkom. Die Direkteur: Ontwikkelingsdienste bevestig dat dit saam met die betrokke departemente beplan word.

Rdd J M de Beer wys op toenemende getalle varke ondanks kwarantyn. Die Direkteur: Beskermingsdienste verduidelik dat Wetstoepassing daaglik monitor en dat daar 89 varke is. Die Munisipale Bestuurder beklemtoon dat, alhoewel dit nie 'n munisipale bevoegdheid is nie, die saak wel die munisipaliteit raak en dat streng optrede en beplanning vir herhuisvesting nodig is. Rdd J M de Beer meld dat die munisipaliteit as grondeienaar verantwoordelik is om kwarantynreëls af te dwing.

Rdl M Ngozi stel voor dat 'n bewusmakingsveldtog m.b.t Geslagsgebaseerde Geweld (GBV) in alle dorpe gehou word. Die Direkteur: Ontwikkelingsdienste verduidelik dat GBV ambassadeurs gedurende die 16 Dae van Aktivisme bewusmaking sal doen en dat aktiwiteite vanaf 25 November sal begin.

Rdl M Ngozi vra of kleinboere hul materiaal mag saamneem na Tygerfontein. Die Direkteur: Ontwikkelingsdienste meld dat boere self verantwoordelik is vir hul heinings en materiaal en dit kan hergebruik indien in goeie toestand. Sy bevestig verder dat onbenutte strukture na die kwarantyn gesloop sal word, aangesien die grond teen Februarie vir die De Hoop Behuisingsprojek benodig word.

Op navraag deur rdl D G Bess of die munisipaliteit *solar geysers* by nuwe topstrukture kan voorsien, meld die Direkteur: Ontwikkelingsdienste dat die huidige behuisingssubsidie nie voorsiening maak vir *solar geysers* of warmwaterstelsels nie. Sy voeg by dat die nuwe huise van goeie gehalte is met 'n groot verbetering in lewensomstandighede vir begunstigdes.

Rdd J M de Beer verwys na die aangestelde diensverskaffer wat begunstigdesbriewe versprei vir behuisingssubsidie-aansoeke. Sy waarsku dat individue wat hierdie briewe in die gemeenskap versprei, moontlik politieke voordeel daaruit trek. Sy stel voor dat verspreiding eerder deur die munisipale behuisingskomitee of gemagtigde amptenare geskied. Die Direkteur: Ontwikkelingsdienste verduidelik dat, weens beperkte kapasiteit en drie gelyktydige behuisingsprojekte, eksterne fasiliteerders gebruik is. Sy onderneem om die proses te herevalueer om billike en deursigtige verspreiding te verseker.

Besluit/...

5.1/...

BESLUIT

(op voorstel van rdl I S le Minnie, gesekondeer deur rdl G Vermeulen)

Dat kennis geneem word van die maandverslag van die Direktoraat Ontwikkelingsdienste vir September 2025.

6. VERSLAGDOENING INSAKE GEDELEGEERDE BESLUITNEMING DEUR

6.1 DIE MUNISIPALE BEPLANNINGSTRIBUNAAL

Dat **KENNIS GENEEM** word van die inhoud van die notule van 'n vergadering van die Munisipale Beplanningstribunaal gehou op 15 Oktober 2025.

7. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen.

**(GET) RDL D G BESS
ONDERVOORSITTER**



**NOTULE VAN 'N VERGADERING VAN DIE BESKERMINGSDIENSTE PORTEFEULJEKOMITEE VAN
DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12 NOVEMBER 2025 OM 11:25**

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdd M Nel
Ondervoorsitter, rdl A K Warnick

Bess, D G	Le Minnie, I S
De Beer, J M (rdd)	Papier, J R
Fortuin, C	Pieters, C
Jooste, R J	White, G E
	Williams, A M

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Beskermingsdienste, mnr H C A Witbooi
Senior. Bestuurder: Publieke Dienste, mnr J Spies
Komiteebeampte, me S Willemse

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom lede.

Verlof tot afwesigheid word verleen aan die Uitvoerende Burgemeester, Direkteur: Finansiële Dienste, Direkteur: Korporatiewe Dienste en die Direkteur: Siviele Ingenieursdienste.

2. NOTULE

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (BESKERMINGS-
DIENSTE) GEHOU OP 8 OKTOBER 2025**

BESLUIT

(voorgestel deur rdl G E White, gesekondeer deur rdl I S le Minnie)

Dat die notule van die Portefeuljekomiteevergadering (Beskermingsdienste) gehou op 8 Oktober 2025 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

Geen.

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen.

5. GEDELEGEERDE SAKE

5.1 MAANDVERSLAG: SEPTEMBER 2025

5.1.1 VERKEERS- EN WETSTOEPASSINGSDIENSTE

Rdl I S le Minnie verwys na die vorige vergadering waar die saak van pamflette wat vir bewusmaking oor onwettige storting versprei is, bespreek is. Sy spreek haar kommer uit dat die verslag misleidend kan wees, aangesien dit die indruk

skep dat 'n afsonderlike operasie gehou is slegs om nege pamflette te versprei, wat 'n vermorsing van hulpbronne sou wees. Sy stel voor dat die verslag aangepas word om duidelik te maak dat die pamflette deel is van 'n voortgesette bewusmakingsveldtog of ander aktiwiteite.

Rdl I S le Minnie spreek verder haar kommer uit oor die lae slaagsyfer vir leerlinglisensies. Sy beklemtoon dat die verkryging van 'n rybewys dikwels 'n voorvereiste vir indiensneming is en dat baie inwoners nie die geld het om herhaaldelik vir toetse te betaal nie. Sy wys daarop dat die nuwe elektroniese toetstelsel die proses moeiliker gemaak het en versoek of 'n vergelyking met ander munisipaliteite moontlik is — veral binne die Weskusstreek of die Wes-Kaap — om te bepaal of die probleem wydverspreid is.

Rdd J M de Beer doen navraag of Wetstoepassingsbeamptes verplig is om GPF-vergaderings by te woon.

Rdl A K Warnick verduidelik dat raadslede as ex officio van die GPF's dien en dat Wetstoepassingsbeamptes hierdie vergaderings behoort by te woon om terugvoering te gee oor verordeningstoepassing en ander veiligheidsake. Hy beveel aan dat stasiebevelvoerders die nodige uitnodigings aan die beamptes rig om seker te maak hulle vorm deel van die struktuur.

Rdd J M de Beer meld dat daar by die afgelope paar GPF-vergaderings geen verteenwoordiging van Wetstoepassing was nie, en versoek dat die saak ondersoek word.

5.1.2 BRANDBESTRYDING

Rdd J M de Beer spreek waardering uit teenoor die Brandweer vir hul uitstekende reaksietyd en toewyding tydens die afgelope reeks brande binne die munisipaliteit, ten spyte van die groot afstande wat betrokke was.

Rdl D G Bess bedank die Brandweer vir hul hulp tydens die soektog na 'n vermiste kind, wat twee dae later gevind is, en het hul professionaliteit en volharding geloof.

Rdl A M Williams spreek opregte dank uit teenoor die Brandweer vir hul optrede tydens die onluste in Kalbaskraal, waar huise afgebrand is. Hy loof hul dapperheid en bereidwilligheid om hul lewens te waag ter wille van ander inwoners en meld dit dien as inspirasie vir die gemeenskap.

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdl A M Williams)

- (a) Dat kennis geneem word van die verslae van die onderskeie departemente in die Direkoraat: Beskermingsdienste, nl. Verkeer en Wetstoepassing en Brandbestryding vir September 2025;
- (b) Dat die saak van die elektroniese leerlinglisensiëringstelsel met die Departement van Mobiliteit opgeneem word vir bespreking op toepaslike platforms, insluitend die Verkeershoofdeforum;
- (c) Dat die Polisiestasies versoek word om GPF-vergaderingsdatums beskikbaar te stel sodat Wetstoepassing en Raadslede dit kan bywoon;
- (d) Dat die verslag oor onwettige storting sal herformuleer word om die korrekte konteks te reflekteer.

6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen.

(GET) RDD M NEL
VOORSITTER



Verslag ♦ Ingxelo ♦ Report

Office of the Director: Electrical Engineering Services
11 November 2025

:

ITEM 7.1 OF THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE MEETING TO BE HELD ON 19 NOVEMBER 2025

**ONDERWERP: KLIPKOPPIE SON AANLEG PROJEK GEREEDHEID EN WAARDE
VIR GELD BEPALINGS VERSLAG**

**SUBJECT: KLIPKOPPIE SOLAR PLANT PROJECT READINESS AND VALUE
FOR MONEY DETERMINATION REPORT**

1. BACKGROUND

Following the work done by the Directorate of Electrical Engineering Services with the support of the Transaction Advisors appointed by the Western Cape Department of Infrastructure a project readiness assessment was done together with a Value for Money calculation over a 20 year period based on certain assumptions. The aim of this submission is to request Council approval with the support of the Executive Mayoral Committee to move to the next phase of the project which aims to issue a request for proposal (RFP) to the market for the acquisition of renewable energy from an Independent Power Producer (IPP).

Before the financial analysis could be done a technical assessment was done to determine what size of Solar plant would be possible and/or required at the site to ensure the specific technical requirements as per the Renewable Powerplant Grid Code and the specific load profile at the substation are met. In this regard consideration was given to the following:

- 12 month energy profile of all networks feeding from the Malmesbury Eskom substation
- Various technical parameters as per the Grid Code
- Land size (30ha) long term lease
- Council's initial approval (10 -15 MW)

Based on the current technology the maximum plant size that could fit onto the 30 ha was determined to be 16MW. Considering the other technical requirements the maximum size was limited to 14MW to ensure the grid code requirements are not violated. Further analysis was done to compare the energy output of various size plants to the energy profile of the network that would feed off the solar plant. For this purpose, 10 MW, 12.8 MW and 14 MW as selected. Each one of these options indicated that there are certain times during the year where more energy could be produced than what the network can absorb and thus the solar plant would have to limit/curtail the energy generation to prevent energy being pushed back into the Eskom network. This is commonly referred to as excess energy generation which could be seen as lost potential and thus revenue for the IPP.

The Value for Money assessment (Cost saving of buying from an IPP vs Buying from Eskom) was done for three different Scenarios; 10 MW, 12.8 MW and 14 MW. The basic assumptions used in the calculations include the following:

- Inflation of +/- 4.4%
- Discount Rate of 10.96%
- Plant availability of 97.5%
- Energy Conversion efficiency of 23.2%
- Eskom tariff increases of 5.36% for 2026/27 and 6.19% thereafter
- 20 yr PPA
- Start date of 01 September 2028
- IPP Cost of R1.10 per kWh (vs R0.50 per kWh for REIPPP Bid windows)

The results of the Value for Money (VfM) Assessment are shown below:

		10.0 MW	12.8 MW	14.0 MW
Value for Money (VfM)				
VfM (NPV of cost savings, including payment for excess energy)	R'000	284 108	290 948	269 018
VfM (NPV of cost savings compared to NPV of Eskom purchase)	(%)	38.8	33.7	30.0
Excess energy				
Maximum IPP excess energy	MWh	2 847	71 054	124 856
Excess energy supplied by IPP	(%)	0.43	8.45	13.6

NPV cost for excess energy	R'000	1 767	38 991	67 355
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From the analysis the 12.8 MW option delivers the highest Value for Money (WfM) (NPV of Cost Savings) of R290 948 000 against the R284 108 000 for the 10 MW option and the 14 MW option the lowest NPV of R 269 018 000. Based on this the 14 MW option is no longer considered. While the 12.8 MW plant offers R6.840 million higher NPV over the 20 years the 10 MW plant offers a higher VfM Cost Saving percentage of 38.8% vs 33.7% for the 12.8 MW plant. The reason for the better Cost Saving percentage is due to the lower Excess energy of 2 847 MWh for the 10 MW vs the 71 054 MWh for the 12.8 MW plant. Over the 20-year period the NPV cost of the excess energy amounts to R1 767 000 for the 10 MW plant vs R38 991 000 for the 12.8MW plant.

Should there be any development in the impacted area (Dalsig Housing development, University) in the future the risk of Excess energy will reduce with the associated improvement in NPV over the 20-year period

2. LEGISLATION

The Electricity Regulation Act, 2006 (Act No. 4 of 2006) or as amended requires that:

- The transmission, distribution, and trading function of electricity supply be separately licensed and that the transmission or distribution function shall provide non-discriminatory network access to all users of the transmission or distribution system.
- The ERA and NERSA's Transmission Grid Code and Distribution Network Code mandate non-discriminatory access to the grid for all customers, including transmission and distribution connected generators and loads, for energy delivery or export.
- The ERA further regulates the licensing and registration requirements of generators.

MFMA Circular 118 issued by National Treasury in 2022 makes provision for the municipalities to procure energy from IPP's under various scenarios. It was determined that in this particular case the procurement would be done in accordance with scenario 2 where the municipality acts as both the procurer as well as the buyer of the energy.

The MFMA (Act 56 of 2003), has a number of requirements relating to the Asset Transfer regulations (Long term lease of Capital Assets) and the Supply chain process that needs to be adhered to. In consultation with the PPP Unit of National Treasury it was clarified that this

project is not classified as a PPP and thus all the requirements for a PPP procurement process is not required.

4. FINANCIAL IMPLICATION

Based on the value for money assessment that was done there is indeed benefit for the municipality to procure energy from an IPP when compared to the purchase price of energy based on the Eskom active energy rates.

The sensitivity analysis results shown below indicates that under various scenarios the benefit to Swartland remains positive.

Sensitivity Analysis for 10 MW Plant

Variable	Sensitivity	Value for money		Change in the value for money	
		Amount (Rm)	%	Amount R(m)	%
Base case	0%	284 108	38.8%	-	-
Eskom tariff changes	5%	312 181	41.1%	28 073	2.3%
	-5%	257 175	36.5%	- 26 933	-2.3%
Changes in IPP energy rate	4.5% (1150 R/MWh)	263 748	36.0%	- 20 359	-2.8%
	18.2% (1300 R/MWh)	202 670	27.7%	- 81 438	-11.1%
Inflation applied to the IPP energy rate	5%	273 857	37.4%	- 10 250	-1.4%
	-5%	294 091	40.2%	9 984	1.4%
Security account	20% (42 months)	300 121	41.0%	16 013	2.2%
	(20%) (30 months)	264 077	36.1%	- 20 030	-2.7%

Sensitivity Analysis for 12.8 MW Plant

Variable	Sensitivity	Value for money		Change in the value for money	
		Amount (Rm)	%	Amount R(m)	%
Base case	0%	290 948	33.7%	-	-
Eskom tariff changes	5%	324 284	36.1%	33 336	2.5%
	-5%	258 972	31.1%	- 31 976	-2.5%
Changes in IPP energy rate	4.5% (1150 R/MWh)	264 888	30.6%	- 26 060	-3.0%
	18.2% (1300 R/MWh)	186 707	21.6%	- 104 240	-12.1%
Inflation applied to the IPP energy rate	5%	277 827	32.1%	- 13 121	-1.5%
	-5%	303 727	35.1%	12 779	1.5%
Security account	20% (42 months)	265 309	30.7%	- 25 639	-3.0%
	(20%) (30 months)	311 444	36.0%	20 496	2.4%

With the Governments REIPPP programme National Treasury provides guarantees to the IPP to ensure payment should Eskom default on any payments. In the case of municipal procurement these NT guarantees are not available and thus it would be expected of the municipality to provide some form of guarantee to assist the IPP to secure financial closure. During a market sounding exercise conducted earlier this year involving potential IPPs and financial institutions there was an indication that security for the value of 18 to 36 months should be made available in some form or the other. This security amount would cover energy payments (in case of failure to pay for energy consumed as well as the risk of early termination

of the agreement). At 36 months this is equivalent to R134 million and R171 million respectively. It is however Swartland's opinion that a value closer to R80 million should be negotiated based on our track record with our Eskom payments, the overall sustainability of the municipality and the various rewards that Swartland received over the past few years.

In order to proceed with the preparation of the RFP which is planned to be issued to the market in February 2026 the following decisions need to be made:

1. Do we proceed with the plan to procure energy from an IPP for a 20 year period?
2. What is the size of the proposed Solar plant 10 MW or 12.8 MW given the impact of excess energy generated

5. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The connection of renewable energy generators to the municipal network aligns well with the following strategic goals of the municipality:

- Strategic Goal 3 - Quality and reliable services
- Strategic Goal 4 – A healthy and sustainable environment

6. RECOMMENDATIONS/AANBEVELINGS

English

- (a) That the Executive Mayoral Committee recommend to Council the approval of the procurement of energy from an IPP for a 20 year period, subsequent to proper Supply Chain Management processes being followed.
- (b) That the EMC recommend to Council the approval to continue to compile the appropriate tender documents to kick off the process.
- (c) That the Municipal Manager be mandated (subject to Council approval) to ensure all requirements of the Asset Transfer Regulations and Section 33 of the MFMA are adhered to.
- (d) The EMC recommend the maximum size of the Solar plant to be 10 MW.

- (e) That EMC and Council takes note of the potential requirement to provide Security/guarantees for a value based on 18 to 36 months energy purchases.

Afrikaans

- (a) Dat die Uitvoerende Burgemeesterskomitee die aankoop van energie vanaf 'n onafhanklik krag voorsiener vir 'n periode van 20 jaar aan die Raad aanbeveel, onderhewig aan die nakoming van die aankoopprosedures
- (b) Dat die UBK aan die Raad aanbeveel voortgegaan moet word met die voorbereiding van die nodige tender dokumente om die proses af te skop.
- (c) Dat die UBK the munisipale bestuurder volmag gee (onderhewig aan Raadsgoedkeuring) om toe te sien dat alle voorwaardes van die Bate Oordrag Regulasies en Artikel 33 van die MFMA na gekom word.
- (d) Dat die UBK 'n maksimum grootte van 10 MW, vir die son aanleg aanbeveel.
- (e) Dat die UBK en die Raad kennis neem van die moontlike vereiste om waarborge/sekuriteit te lewer ten bedrae van tussen 18 tot 36 maande se energie aankope.

(get) T Möller

DIRECTOR ELECTRICAL ENGINEERING SERVICE



Verslag ♦ Ingxelo ♦ Report

Office of the Director: Electrical Engineering Services
12 November 2025

ALL WARDS:

ITEM 7.2 OF THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE MEETING TO BE HELD ON 19 NOVEMBER 2025

ONDERWERP:	ESKOM KONTRAKWERKE SEKURITEIT/WAARBORG VIR 132 kV SELFBOU PROJEK
SUBJECT:	ESKOM CONTRACT WORKS SECURITY/GUARANTEE FOR 132 kV SELF-BUILD PROJECT

1. BACKGROUND

Following long delays, Swartland finally received the budget quote, from Eskom, for the outstanding work on the De Hoop project which entails the construction of a 4.3 km Double Circuit 132 kV Power line, a 132 kV switching station, the stringing of OPGW (Optic Fibre Ground Wire) on the existing Eskom 132 kV lines, the integration into the existing Eskom network and the commissioning of the network before handing over to Eskom.

As per the Budget Quotation and the Self-Build Agreement there are various conditions that needs to be accepted and implemented within the 120 day validity period of the quote.

- Payment of connection charges amounting to R1 078 241
- Provision of an Electricity Account Guarantee amounting to R11 561 000
- Provision of a Contract Works Security to the value of R7 613 000

The connection charges amount caters for the “monopoly works” that Eskom needs to implement after subtracting a capital charges allowance based on the Notified Maximum Demand of the supply point. This payment will be made from the project budget as soon as the budget quote is accepted and an invoice issued by Eskom.

After negotiations with Eskom, it was agreed that the electricity account guarantees for all applications received by Eskom prior to June 2025 will be regarded as included in the R30 million guarantee provided earlier this year. This effectively means there is no need to make an additional guarantee of R11 561 000.00 available to Eskom.

The Contract Works Security calculated to be equal to 10% of the estimated contract value for the project amounts to R7 613 000.00. The contract value that was used for this calculation is the available budget as per the existing multiyear budget. This guarantee is to cover potential defects that may be discovered from the date of handing over the asset to Eskom for a period of at least two years (construction defect period) plus an additional period covering latent defects for a period equal to the period indicated by suppliers of equipment. Typically, the latent defect period runs for 5 years.

Based on conditions included in the tender for the construction of the works allowance was made for a retention period of two (2) years effectively reduces the risk of Swartland for the first 2 years of the security and then suppliers covers latent defects of material (typically circuit breakers, insulators, isolators etc) for a period of 5 years which once again reduces the risk that the security will/could be called up by Eskom. It will only be in extreme circumstances that there might be a need to call up the security. In the interest of service delivery Swartland would be the first one to react to restore the situation and thus once again limit the impact and or cost involved.

Based on further discussions with Eskom it was also agreed that the security could be paid into an interest-bearing account instead of providing a bank guarantee. Swartland would prefer this option since the interest earned on the account could outweigh the cost of managing such a complex guarantee. Considering that the current Banking tender will need to be renewed during this period the cash payment is viewed as a better option.

2. LEGISLATION

The MFMA states the following:

Section 48. (1): A municipality may, by resolution of its council, provide security for

(a) any of its debt obligations;

Section (2): A municipality may in terms of subsection (1) provide any appropriate security. Including by

(a) giving a lien on, or pledging, mortgaging, ceding or otherwise hypothecating an asset or right, or giving any other form of collateral.

4. FINANCIAL IMPLICATION

Swartland is expected to provide Eskom with a security of R7 613 000.00 which could be in the form of Cash or a Bank Guarantee in Eskom's favour. The cash payment into an interest-bearing account would be the better option for this specific project since it is of shorter duration and a very complex guarantee to be managed considering the conditions attached to the security/guarantee as specified by Eskom.

The said security amount also needs to be reviewed in line with the actual project cost and any adjustments made to ensure the value equals 10% of the project value. Due to the delays in the project the budget needs to be adjusted in January 2026 to make provision for the additional costs. Since the security only needs to be paid just prior to completion of the project it will be possible to determine the total cost (based on tendered prices and other costs) much more accurately at the time.

Should any defects be discovered during the defect period Eskom would request the customer (Swartland Municipality) in terms of the Self-Build Agreement to correct the defects. Should the customer however fail to or refuse to correct the defects Eskom could claim against the guarantee to correct the defects themselves. To limit the risk to Swartland the defect period included in the tender requirements for the construction of the line has been specified as 24 months. The contractor's retention payment (maximum of 5% of the contract value) would not be released within the 24 months and could be utilised should the contractor fail to correct the defects during this period.

In any event it would be in Swartlands best interest to correct any defects that may arise as speedily as possible to ensure continued service to the customers.

5. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The connection of renewable energy generators to the municipal network aligns well with the following strategic goals of the municipality:

- Strategic Goal 3 - Quality and reliable services
- Strategic Goal 4 – A healthy and sustainable environment

6. RECOMMENDATIONS/AANBEVELINGS

English

- (a) That the Executive Mayoral Committee (EMC) takes note of Eskom's requirements for a Contract Works Security of R7 613 000.00 (based on 10% of the Estimated Project cost) as per the Eskom budget quote.
- (b) That the EMC takes note of the favourable outcome of the negotiations between Eskom and Swartland to include electricity account guarantees for all project applications received up to the end of June 2025 in the R30 million electricity account guarantee previously provided.
- (c) That the EMC takes note of the option to pay the security amount into an Eskom nominated interest-bearing account instead of providing a complex bank guarantee that needs to be managed by the bank.
- (d) That the EMC authorises the Chief Financial Officer to recalculate the security amount at the end of the project (as per Eskom's requirements) and in consultation with Eskom and to engage the Executive Mayor on this calculation.
- (e) That the EMC authorises the CFO to make arrangements for the payment of the calculated security into an Eskom nominated interest bearing account, at the appropriate time, with a withdrawal date of 7 years after commissioning of the 132 kV Eskom assets.

Afrikaans

- (a) Dat die Uitvoerende Burgermeesterskomitee (UBK) kennis neem van die Eskom vereistes vir 'n Kontrakwerke sekuriteit/waARBorg ter waarde van R7 613 000.00 (berekEN op 10% van die geskatte projek waarde) soos aangedui in die Eskom kwotasie
- (b) Dat die UBK kennis neem van die uitkoms van die onderhandelinge tussen Eskom en Swartland om die elektrisiteits rekening waarborg vir alle projek aansoeke ontvang tot met die einde van Junie 2025 in te sluit in die waarborg van R30 million wat reeds voorsien is.
- (c) Dat die UBK kennis neem van die opsie om die sekuriteits bedrag in 'n Eskom genomineerd rente-draende Bankrekeing in te betaal inStede daarvan om 'n baie komplekse Bank waarborg te voorsien wat deur die Bank bestuur moet word.
- (d) Dat die UBK die Direkteur Finansies magtig om die werklike waarde van die sekuriteit teen die einde van die projek te her-bereken (soos deur Eskom verlang) in konsultering met Eskom en beraadslaging met die Uitvoerende Burgemeester.

- (e) Dat die UBK die Direkteur Finansies magtig om reëlings te tref om die herberekende sekuriteits bedrag in 'n Eskom genomineerde rente-draende rekening in te betaal, op die geleë tyd, met 'n ontrekkings datum van 7 jaar na die inwerkingstelling van die Eskom 132 kV Bates.

(get) T Möller

DIRECTOR ELECTRICAL ENGINEERING SERVICE



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste
6 November 2025

6/2/2/B
WYK: n.v.t.

ITEM 7.3 VAN DIE AGENDA VAN 'N GEWONE UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

ONDERWERP: HERSIENING VAN PUBLIEKE DEELNAME BELEID SUBJECT: REVISION OF PUBLIC PARTICIPATION POLICY
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1. **BACKGROUND**

- 1.1 The Municipality's Public Participation Policy, last reviewed in May 2020, requires some minor amendments as indicated by means of track changes in **ANNEXURE A** hereto.
- 1.2 It is proposed that the amended policy be approved and forthwith be reviewed annually when the municipal communication strategy and related policies are reviewed.

2. **AANBEVELING**

- 2.1 Dat die gewysigde Publieke Deelname beleid goedgekeur word met onmiddellike effek;
- 2.2 Dat die Direkteur: Korporatiewe Dienste of haar genomineerde die beleid jaarliks hersien as deel van die proses vir die hersiening van kommunikasieverwante beleide.

2. **RECOMMENDATION**

- 2.1 *That the amended Public Participation Policy be approved with immediate effect;*
- 2.2 *That the Director: Corporate Services or her nominee reviews the policy annually as part of the process for reviewing communication-related policies.*

(get) M S Terblanche

MUNISIPALE BESTUURDER



PUBLIC PARTICIPATION POLICY

<i>Compiled by:</i>	<i>Approved by:</i>
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1. INTRODUCTION

The Swartland Municipality is committed to enabling communities to actively participate in the development of the Municipality's ~~long-term~~long-term vision. The participation of citizens requires that there ~~is~~are dissemination and access to information to enable informed participation. Public participation must be ~~structured~~structured, and the existing legislation will be used as a guiding framework.

The White Paper on Local Government, published in March 1998:17, sets out a clear vision of developmental local government that is:

“Local government committed to working with citizens and groups within the community to find sustainable ways to meet their social, economic and material needs and improve the quality of their lives.”

This vision places local government at the centre of responsibility when making strategic decisions to improve the quality of lives of South Africans. The Swartland Municipal Council needs to provide a democratic and accountable system of governance to the communities of Swartland. This means creating points of access and interaction that are able to operate as more than simply centres of council's client services strategy. A strategy for public participation within the Swartland Municipal Council should be about harnessing stakeholder commitment to actively work with local government to achieve Council's vision and strategic objectives. This document seeks to outline an approach on public participation for the Swartland Municipal Council that will enable it to fulfill its vision and obligations relating to public participation.

2. OBJECTIVES

Swartland Municipality strives to make participation effective, interactive and meaningful; and commit to the following key tasks:

- Developing coherent municipal strategies for ongoing communication and participation around all development and service projects with clear roles for Councillors, officials and Ward Committees;
- Building consistent interaction with all sectors in our municipality through stakeholder forums and Ward Committees;
- Ensuring that ward and proportional Councillors remain in dynamic contact with the people in their wards and the community, with the help of Ward Committee members;
- Empowering Ward Committees to monitor progress and report problems regarding delivery of services;
- Setting up clear mechanisms for speedily addressing and reporting back on the community problems that Ward Committees and communities bring to the Municipality;
- Providing all possible financial, administrative and political support for the public participation process, including the work of Ward Committees;

- Building the inter-governmental mechanisms needed to ensure that Local, District, Provincial and National government work together to speed up delivery and address the needs of our people;
- Supporting and strengthening our capacity to implement through co-operation between provincial and local government and SALGA.

3. VISION INFORMING PUBLIC PARTICIPATION

It is the vision of Swartland Municipality, to become a forward-thinking local government where people can live their dreams as a frontline organisation, to create hope and a dignified life for all people, and – to this end – to shape a better future by dealing accountably and sustainably with all people and the environment, which promotes sustainable development and delivers services effectively and efficiently to its people, to build partnerships with all stakeholders. The vision of the municipality, as adopted by Council: Swartland forward thinking 2040 – where people can live their dreams.

Whereas participation is an essential requirement to achieve this vision, a policy on public participation should be adopted. The overall purpose is to ensure that every resident of the Swartland Municipal Area has an understanding of how they can contribute towards the attainment of this vision.

4. POLICY-SPECIFIC OBJECTIVES

The objectives of the policy on public participation are:

- To meet the legal requirements around community participation that is spelled out in the Municipal Systems Act 32 of 2000;
- To build an open, transparent and accountable system of governance;
- To develop a culture of community participation through creating conditions for local communities to participate in the affairs of the municipality;
- To develop and implement mechanisms, processes and procedures for community participation;
- To assist vulnerable groups to participate effectively in the system of local government;
- To provide clear, sufficient and timeous information concerning community participation to communities;
- To communicate public notices of meetings to communities in a manner that promotes optimal public participation;
- To set up systems and mechanisms that will ensure compliance with regulations and guidelines that may be issued from National or Provincial Government.

5. RATIONALE FOR A PUBLIC PARTICIPATION POLICY

5.1 Legislative Context of Participation

The Local Government: Municipal Systems Act 32 of 2000 sets out the obligations of a municipality with respect to public participation. This paragraph lays out the various elements of Chapter Four of

the Act titled "Community Participation". Below, the various sections relating to community participation in the Act are discussed, followed by policy direction and implications.

5.1.1 Development of a Culture of Community Participation

Section 16 (1) states that: *"A municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance"*.

This section places an obligation on municipalities to create conditions for participation in relation to the following activities:

- Preparation of the Integrated Development Plan (IDP);
- Establishment, implementation and review of the Performance Management System;
- Participation in the Budget Process;
- Strategic decisions relating to the provision of municipal services;
- Building the capacity of local communities to enable effective participation in these areas;
- Councillors and municipal employees to foster a culture of community participation.

5.1.2 Implications for a Public Participation Policy for Council

Community Participation should flow from a created opportunity for stakeholders to interact with Council in respect of specific issues/projects/programmes. This document sets out the proposed components of a public participation system in the Swartland Municipality. The effort to build the capacity of local communities to enable effective participation is undertaken at Ward Committee level through structured training programmes.

5.1.3 Mechanisms, Processes and Procedures for Community Participation

Section 17(1) states that: *"Participation by the local community in the affairs of the municipality must take place through political structures for participation in terms of the Municipal Structures Act."*

Section 17(2) states that: *"A municipality must establish appropriate mechanisms, processes and procedures to enable the local community to participate in the affairs of the municipality, and must for this purpose provide for the receipt, processing and consideration of petitions and complaints lodged by members of the local community"*.

In terms of this policy, a petition refers to a complaint or request or a representation or a submission addressed by a petitioner (a person who submits a petition in terms of this policy) to the Executive Mayoral Committee. To facilitate a fair and equitable process of receiving, processing and consideration of petitions, the Committee will deal with such submissions (i.e. petitions).

The general principles and requirements for petitions are as follows:

5.1.3.1 Submission of Petitions

- A petition may be delivered to any administrative office of the Council, office of the Executive Mayor, to a Councillor, or the office of the Municipal Manager. In the event of a formal hand-over, the proceedings shall be limited to fifteen (15) minutes and no debates allowed or answers provided by Council at such proceedings.
- The Corporate Services Directorate must render all reasonable assistance, excluding financial assistance, to any person who is unable to submit a petition conforming to all the requirements outlined in this policy.
- The person who receives a petition, must immediately forward the original petition to the office of the Municipal Manager, who will in turn forward copies thereof to the Speaker, the Executive Mayor and the Director involved. If the subject matter of the petition relates to a specific ward, a copy of the petition will also be forwarded to the Ward Councillor involved. The said Director will as soon as possible prepare and submit a report on the matter to the Municipal Manager, who will submit a report to the Executive Mayoral Committee or Council, as is necessary in his discretion.

5.1.3.2 Requirements of Petitions

A petition must –

- (a) be in legible writing;
- (b) state the full name/s and contacts of one of the petitioner/s;
- (c) be signed by the petitioner/s, except in the case of a petitioner who is unable to write-
 - (i) who has made a mark on the petition as a symbol of his or her authority to submit the petition; and
 - (ii) that mark was made in the presence of two witnesses who are able to write and who by signing the petition certify that the mark is that of the petitioner;
- (d) be formulated in at least one of the three official languages of the Western Cape (i.e Xhosa, Afrikaans and English);
- (e) relate to a matter within the legal competence of the Council in terms of the Constitution;
- (f) relate to a matter that has been brought to the attention of the Council before and that has not been attended to to the satisfaction of the petitioner/s;
- (g) not concern a matter pending in a court of law or other tribunal or forum contemplated in the Constitution or a matter pending in a committee, tribunal or other forum of the Council in respect of which legally prescribed appeal procedures exist;
- (h) not be in connection with the conviction and sentencing by a criminal court of law of a person to a period of imprisonment; and
- (i) not address a matter, which falls within the scope of a commission of inquiry established by the National or Provincial Government or committee of enquiry established by the Council or any other Local Government institutions.
- (j) not address a matter previously considered by the Committee except if that petition contains new information that may materially impact on the outcome of the consideration of the matter.
- (k) not be in connection with a matter where the public was specifically afforded an

opportunity to comment/object and for which prescribed mechanisms, processes and/or procedures exist (i.e. town planning applications, acceptance of by-laws, alienation of municipal land etc.).

5.1.3.3 Types of Petitions

A petition may be -

- (a) a single petition, which is an individual submission from a single petitioner, concerning a particular complaint or request;
- (b) an association petition, which is an individual submission from an association or single petitioner mandated by an association to submit that petition, concerning a particular complaint or request;
- (c) a collective petition, which is a collection of signatures from a number of petitioners, concerning a particular complaint or request; or
- (d) a mass or group petition, which is made up of individual or group submissions from a number of petitioners, concerning the same or substantially similar complaints or requests.

Section 17 (3) states that: *When establishing mechanisms, processes and procedures in terms subsection (2) the municipality must take into account the special needs of people who cannot read or write, people with disabilities, women and other disadvantaged groups.*

5.1.3.3 Discussions on Petitions

Discussions with groups of petitioners in response to a collective or a mass or group petition, as defined above, shall be guided by the following principles:

- (a) The petitioner/s, if representing an organisation, must prior to the meeting submit to Council its constitution and list of members on whose behalf the petitioner is acting;
- (b) The place and venue for discussions shall be determined by the Municipal Manager, in consultation with the applicable ward councillor;
- (c) The applicable ward councillor shall be required to be present during the discussions, and if possible, members of the applicable ward committee;
- (d) Discussions shall be limited to a maximum of two (2) hours, based on a predetermined agenda and subject to the same rules of conduct which apply to meetings of the Council and its committees;
- (e) Feedback following discussions shall be provided in writing by Council, and petitioner/s shall be required to inform their members or respective communities;
- (f) Written feedback must also be submitted to the applicable ward councillor.

6. COMPONENTS OF A PUBLIC PARTICIPATION POLICY IN THE SWARTLAND MUNICIPALITY

The section below spells out the detail of the various components of the Swartland Municipality's public participation policy as derived from the legislative framework as well as the values, vision and objectives of such a system.

6.1 Participative Structures

6.1.1 Participation in Council/Section 79, 80 Committee Meetings

In terms of section 19 of the Municipal Systems Act, the Municipal Manager must give notice of *Council meetings* in a manner determined by the Council. A notice must be published ~~once-a-year~~ bi-annual in the local media, setting out the program of meetings for the year. Meeting dates must also be published on the municipal website. Council agendas/minutes are public documents and should be available on request.

In terms of section 20 of the Municipal Systems Act, Council may exclude the public and the media from a meeting when the nature of the report requires that to be done.

Despite the transparent nature of Council meetings, the public and the media do not have any speaking or voting rights.

6.1.2 Participation through IDP/Budget Forum

The Swartland ~~Advisory-Mayoral Consultative~~ Forum will be a platform to discuss issues that relate to the development and implementation of the Integrated Development Plan, and related budgetary allocations. The Executive Mayor ~~should-must~~ chair this forum. The Forum would be made up of representatives of key stakeholder groupings and representation from the twelve Ward committees.

The Swartland ~~Advisory-Mayoral Consultative~~ Forum would be advisory in nature and would make recommendations to Council on matters relating to vision and strategies around service delivery, infrastructure development, as well as economic development and poverty alleviation issues.

6.1.3 Participation through Ward Committees

The Constitution of the Republic of South Africa, 1996 (Section 152(1)(e)) states that municipalities must encourage the involvement of communities and community organisations in local governance. The ward participatory system of municipal government allows for the establishment of Ward Committees to facilitate such participation. If the Ward Committee system is successful, residents of Swartland will have a more direct voice in the governance of their wards.

The Municipal Structures Act, 1998 (MSA) (Section 73) states that where a municipality establishes a Ward Committee participatory system, Ward Committees must be established in every ward. The Swartland Municipal Council has established twelve Ward Committees.

The Local Government Municipal Structures Act, Act 117 of 1998 sets out the broad parameters around the establishment, composition and functioning of Ward Committees, but requires a municipality to develop the details and provide the required support. In 2006, Council approved a constitution for the establishment, scope, functioning and maintenance of Ward Committees in Swartland. This constitution was revised in August 2011, ~~and once again~~ in May 2012 and once again in July 2024, and forms part of the public participation policy of Council.

The purpose of a Ward Committee is to assist the democratically elected representative of a ward (the Ward Councillor) to carry out his or her mandate and to enhance effective public participation. A Ward Committee is not a structure with a mandate to represent a ward. The Ward Councillor carries the representative mandate from all the constituencies of a ward. Ward Committee members are merely people within a community that know sectors of the community well and are thus able to assist the Ward Councillor around certain issues of governance.

A Ward Committee assists the Ward Councillor in developing and implementing a broader public participation strategy for the ward. Ward Committee meetings do not replace public meetings of a ward where all stakeholders are represented. The Ward Committee works with a Ward Councillor to ensure that the public participation process in that ward reflects the full diversity of interests of that ward.

The Ward Committee does not do away with the responsibility of the Ward Councillor to liaise with other community and interest groups informally or through formalised forums.

6.1.4 Other forms of Participation by the Local Community

Participation is also required in project specific processes. These processes include specific planning and policy related exercises, as well as major development projects, e.g. projects flowing from the Regional Social Economic Programme (RSEP). Project specific forums must be set up, through notices to the media to ensure representivity. Such forums should comprise at least the following: Ward Councillors, council officials, consultants, developer representatives and interest-based representatives. Each forum should draw up its terms of reference and report at agreed intervals to the responsible Council Committee. The agendas and minutes of these meetings should be made available to the public on request.

6.2 Communication of information concerning Community

Participation

Section 18 (1) states that: *“A municipality must communicate to its community information concerning the available mechanisms processes and procedures to encourage and facilitate community participation”,* and

Section 18 (2) states that: *“When communicating the information, a municipality must take into account the language preference and usage in the municipality and the special needs of people who cannot read or write”.*

6.3 Communications to Local Community

Section 21 (1) states that: *“When anything must be notified by a municipality through the media to the local community in terms of this Act or any other applicable legislation it must be done:*

- *in the local newspaper or newspapers of that area*

- *in a newspaper or newspapers circulating in its area and determined by council as a newspaper of record; or*
- *by means of radio broadcasts covering the area of the municipality”.*

Sections 21 (2) to (5) place obligations on a municipality relating to language preference, points of publication, conditions for written representations from the public, reasonable assistance from council to the public to aid with submissions.

Sections 18 to 21 deal with communicating to the public and access of the public to information through meetings or other means.

The objectives, values and principles outlined below, are based on a deep commitment of Council to ensure best practice in all forms of public participation in the Swartland Municipal Council, to entrench effective governance and to deepen democracy.

7. VALUES THAT INFORM A PUBLIC PARTICIPATION POLICY

The following values underpin the Swartland Municipal Council’s policy on public participation:

Councillors and employees of the Swartland Municipal Council:

- Are accountable to the community they serve and act on behalf of the residents of the town by focusing on efforts to discover and meet customer needs;
- Believe in transparency and all initiatives are open to scrutiny;
- Are honest and uncompromising in producing work that meets the service delivery requirements of Council’s vision and strategic objectives;
- Are committed to the transformation of society and the workplace and will ensure equity and anti-discrimination;
- Show concern for the people of Swartland;
- Value the fair and consistent treatment of customers;
- Believe in transparent participation, promoting fair, yet efficient decision-making.

8. GENERAL ARRANGEMENTS TO MEET PARTICIPATIVE REQUIREMENTS

8.1 Public Notice of Meetings

The Corporate Services Directorate will be responsible for public notices of meetings. All notices should conform to the requirements set out in sections 17, 18, 19 and 21 of the Municipal Systems Act.

8.2 Admission of Public to Meetings

Section 20(1) of the Systems Act, 2000 provides that meetings of the Council and of its Committees are open to the public, including the media. The Council or its Committee may only exclude the public and media, when it is reasonable to do so having regard to the nature of the business being transacted. A by-law or resolution of the Council must specify the circumstances in which such meetings may be closed.

Section 20(3) of the Systems Act provides that the Mayoral Committee may close any or all of its meetings to the public and the media, when it is reasonable to do so having regard to the nature of the business being transacted.

Section 20(2) sets out the matters, to be considered by Council or its committees in respect of which meetings may not be closed:

- draft by-law;
- budget;
- draft integrated development plan;
- draft performance management system;
- decision to enter into a service delivery agreement; and
- any matter prescribed by legislation.

8.3 Accessibility of information

The Promotion of Access to Information Act, 2000, sets out the procedure to be followed by members of the public to obtain access to records. The Act further sets out grounds for refusal of access to information and makes provision for an appeal mechanism.

8.4 Language

Account is taken of national and provincial legislation on the recognition of official languages, and these will be used as a minimum framework. The diversity of the Swartland's communities is recognised, and every effort will be made to use of an appropriate language in any participation process.

8.5 Meeting the needs of people with special requirements

In terms of section 17 of the Municipal Systems Act, Council must take into account the special needs of:

- people who cannot read or write,
- people with disabilities,
- women, and
- senior citizens.

This should be interpreted to mean that these groups must not be excluded, and the Swartland Municipal Council should provide for their meaningful participation.

9. COUNCIL INITIATIVES REQUIRING PARTICIPATION

9.1 Participation in Swartland Municipal Council's IDP process

The Municipal Systems Act (32 of 2000) states the following in Sections 28 and 29 regarding participation requirements and the development of the Integrated Development Plan:

Section 28 (1): *"Each municipal council must adopt a process set out in writing to guide the planning, drafting, adoption and review of its integrated development plan."*

Section 28 (2): *"The municipality must through appropriate mechanisms, processes and procedures established in terms of Chapter 4 (as discussed above), consult the local community before adopting the process."*

Section 28 (3): *"A municipality must give notice to the local community of particulars of the process it intends to follow."*

Section 29 (1): *"The process followed by a municipality to draft its integrated development plan, including its consideration and adoption of the draft plan, must*

- *be in accordance with a predetermined program specifying timeframes for the different steps*
- *through appropriate mechanisms, processes and procedures established in terms of Chapter 4, allow for*
 - *the local community to be consulted on its development needs and priorities;*
 - *the local community to participate in the drafting of the integrated development plan; and*
 - *organs of state, including traditional authorities and other role players to be identified and consulted on the drafting of the integrated development plan."*

The Swartland Municipal Council shall:

- Annually draft an Integrated Development Planning (IDP) process, setting out the steps in the drafting of the plan, the adoption, review and monitoring process;
- Refer the process document to Ward Committees for comment;
- Give notice to the local community of particulars of the process it intends to follow in accordance with the approved, predetermined program specifying timeframes for the different steps
- Consult the local community, organs of state and other role-players, through ward structures and/or special forums on its development needs and priorities and at predetermined intervals as specified in the process document.

9.2 Participation in the Budgeting process

Participation in the budgeting process will be based on the approved process plan of the Integrated Development Planning process.

10. INSTITUTIONAL ROLES AND RESPONSIBILITIES

The support for the participatory component of the political system should reside with the Office of the Speaker. The Speaker, who chairs Council meetings, is responsible for ensuring that Swartland Municipal Council, through its elected Councillors, implements a dynamic and effective system of public participation.

The co-ordination of public participation processes through the Speaker's Office does not mean the implementation of all the aspects of the public participation. The management of the public participation process into the Integrated Development Plan and Budget would be managed through the Directorates: Finance and IDP. However, the co-ordination of how this process fits into the Ward Committee plan that deals with input to the IDP and budget will be set up through proper mechanisms within the Office of the Speaker (politically) and through the office of the Corporate Director (Administratively).

11. CONCLUSION

This policy works from the premise that public participation, although allocated to one Directorate, is not only the function of a specific office bearer, Councillor, Committee or official, but an underlying value of the work of the Swartland Municipal Council. For this reason, it cannot be isolated to be the work of one Directorate or Department or Political Head. The principles of Community Participation filters into much of the critical mainstream work of Council and contribute towards building a transparent and participatory system of democratic local government in Swartland. This document highlights the main areas where the Swartland Municipal Council must find itself engaged in public participation initiatives and sets out a framework for the implementation and coordination of such initiatives.

REFERENCES AND ACKNOWLEDGEMENTS

The following sources were consulted:

- Knysna Municipality: *2nd Draft Community Participation Policy*
- *Guideline on Public Participation Policy Drafting* (Western Cape Government)



Verslag Φ Ingxelo Φ Report

Office of the Municipal Manager
Internal Audit Division
14 November 2025

5/15/1/5

ITEM 7.4 ON THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE MEETING WHICH WILL BE HELD ON

SUBJECT:	RE-APPOINTMENT OF DISCIPLINARY BOARD MEMBERS TO BE RECOMMENDED TO COUNCIL
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1. BACKGROUND/ DELIBERATION

The Minister of Finance has, in terms of sections 168 and 175, of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), published in Government Gazette No 37699 dated 30 May 2014 the Financial Misconduct Regulations (FMR) for implementation by municipalities and effective from 1 July 2014. These regulations were promulgated by the Minister of Finance after extensive public consultation and engagements with relevant stakeholders. It is important to note that these regulations must be read in conjunction with the Local Government: Disciplinary Regulations for Senior Managers and the collective bargaining agreements entered into between South African Local Government Association and the relevant Municipal Unions.

The Municipality is obliged to maintain a Disciplinary Board as an independent advisory body according to the Financial Misconduct Regulations (FMR) to assist Council with the investigation of allegations of financial misconduct and provide recommendations on further steps to be taken regarding disciplinary proceedings.

A disciplinary board must consist of a maximum of five members appointed on a part-time basis by Council for a period not exceeding three years, in accordance with a process as determined by Council. Section 4(6) of the FMR determines that the board may consist of the following persons:

- Head of the internal audit unit within the municipality;
- A member of the Audit Committee of the municipality;
- A Senior Manager from the legal division;
- A representative of the National Treasury or the Provincial Treasury; and
- Any other person as may be determined by Council

- 1.2 The following members currently serve on the Disciplinary Board and have been appointed as follows:

Member of the Disciplinary Board	Secundi	Term
Chairperson of the PRAC	Any nominated member of the PRAC	01 November 2024 – 31 December 2025
Director Corporate Services	Senior Manager: Treasury / Senior Manager: Budget, Costing and Reporting.	1 January 2023 to 31 December 2025
Senior Manager Human Resources	Senior Manager: Treasury / Senior Manager: Budget, Costing and Reporting.	1 January 2023 to 31 December 2025
Chief Audit Executive	Senior Manager: Treasury / the Senior Manager: Budget, Costing and Reporting.	1 June 2022 to 31 May 2025 & 01 June 2025 – 31 December 2025

2. COMMENTS – INTERNAL AUDIT / MUNICIPAL MANAGER

- 2.1 The term of the abovementioned board members and secundi will come to an end on 31 December 2025. It is recommended that all the members and secundi be re-appointed as members of the Disciplinary Board from 01 January 2026 to 31 December 2028.

3. RECOMMENDATION

- a) It is recommended that all the members and secundi be re-appointed as a members of the Disciplinary Board from 01 January 2026 to 31 December 2028.
- b) The remuneration payable to the external member of the Disciplinary Board will be the same as the attendance of the Performance, Risk and Audit Committee.

4. AANBEVELINGS

- a) Dit word aanbeveel dat al die lede en secundi heraan gestel word as lede van die Dissiplinêre Raad vanaf 01 Januarie 2026 tot 31 Desember 2028.
- b) Die vergoeding wat aan die eksterne lid van die Dissiplinêre Raad betaal word, sal dieselfde wees as die bywoning van die Prestasie-, Risiko- en Ouditskomitee.

(get) J J Scholtz

Municipal Manager
JE/ Disciplinary Board

ITEM 7.5 OF THE AGENDA OF AN EXECUTIVE MAYORAL COMMITTEE MEETING TO BE HELD ON 19 NOVEMBER 2025

ONDERWERP / SUBJECT: CENTRE OF HOPE PROJECT (DARLING)

1. BACKGROUND AND DISCUSSION

To inform the Executive Mayoral Committee of the proposed Sibathatu and Venatouch joint project in Darling and to obtain in-principle approval and support for the implementation thereof.

Sibathatu and Venatouch have proposed the establishment of a “Centre of Hope” project on the identified municipal erf, Erf 4052, located in Bloekomlaan, Darling. The initiative is intended to serve as a community support and upliftment facility, focusing on social development, youth empowerment, and community resilience.

The following key developments have been confirmed:

- Investment Commitment: Sibathatu and Venatouch have confirmed a joint investment of R700,000 towards the establishment of the Centre of Hope on the identified erf.
- The Department of Mineral and Petroleum Resources (DMPR) has approved the project in principle, with formal written feedback anticipated by 12 December 2025.
- Municipal Support and Requirements:
 - (a) Swartland Municipality (SM) supports the project in principle.
 - (b) SM will waive building plan application fees for the project in support of its community development objectives.
 - (c) The identified site, Erf 4052, requires rezoning, which will be managed by Swartland Municipality through the prescribed statutory process.

The project presents a meaningful partnership between the private sector and the Municipality in advancing community development priorities in Darling.

2. LEGISLATION

Section 152 of the Constitution (1996): This section identifies the objects of local government, including “to promote social and economic development”.

Section 153(a) of the Constitution requires municipalities, in managing their administration, budgeting, and planning, to give priority to basic needs of communities and to promote the social and economic development of the community.

The rezoning process will be undertaken in compliance with the Municipal Land Use Planning By-law and associated legislative requirements.

3. LINK TO THE IDP

This project links to Chapter Four - Goal 2 (Economic Transformation):

- Promotion of social and economic inclusion;
- Facilitation of community-based development initiatives;
- Strengthening partnerships for local investment and upliftment.

4. FINANCIAL IMPLICATION

No direct financial contribution from the Municipality, aside from the waiving of applicable building plan fees and administrative support related to the rezoning process.

5. AANBEVELING

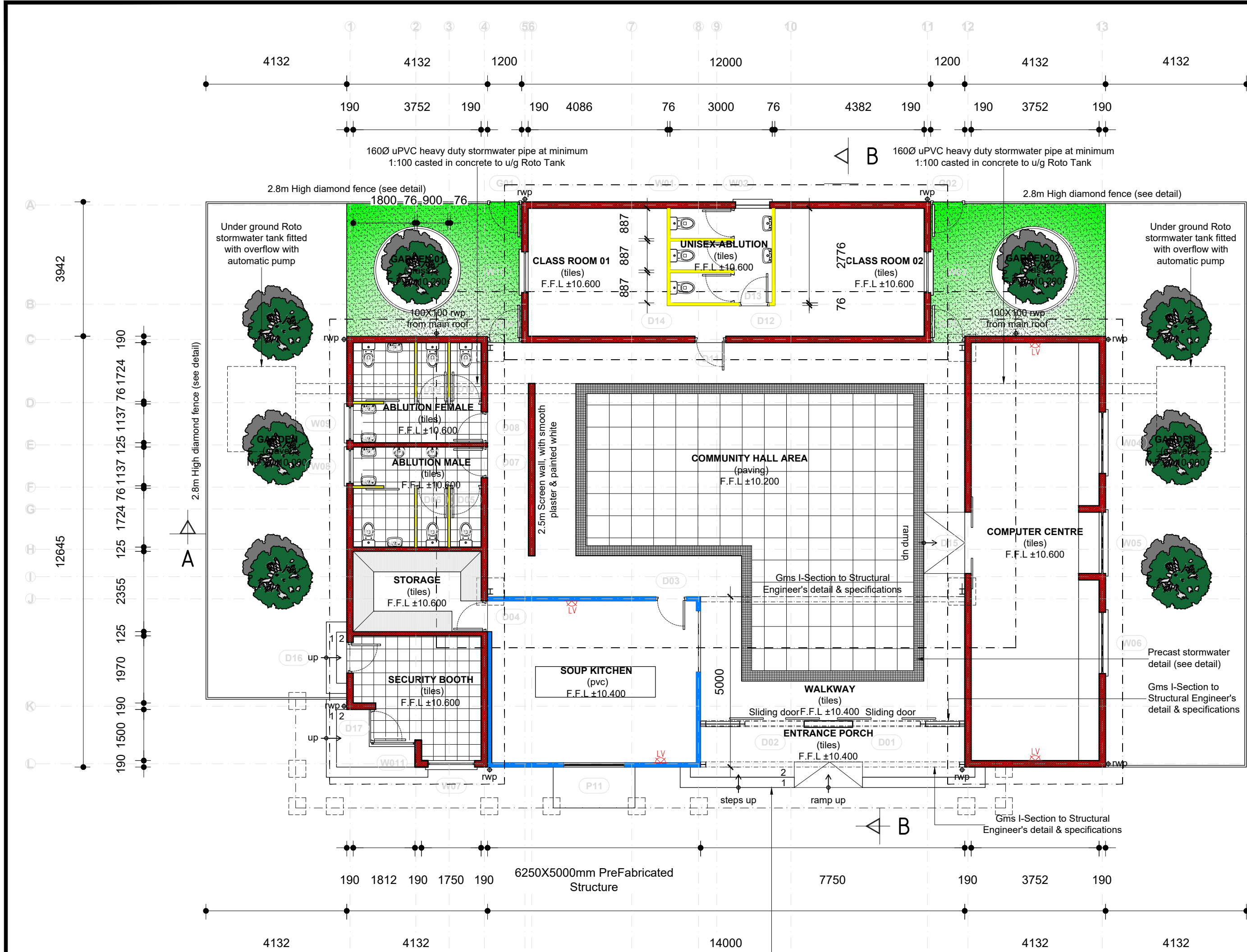
- 5.1 Dat kennis geneem word van die gesamentlike belegging van R700 000 deur Sibathatu en Venatouch vir die vestiging van die Centre of Hope in Darling;
- 5.2 Dat kennis geneem word van die in beginsel goedkeuring van die projek deur die Departement van Minerale en Petroleum Hulpbronne, met formele goedkeuring wat teen 12 Desember 2025 verwag word;
- 5.3 Dat die projek in beginsel deur SM ondersteun sal word;
- 5.4 Dat SM die kwytskelding van bouplan-aansoekfooie vir die projek goedkeur;
- 5.5 Magtig deur Departement Ontwikkelingsbestuur om die hersoneringsproses van Erf 4052 in Bloekomlaan, Darling, in ooreenstemming met wetlike prosedures te bestuur.

5. RECOMMENDATION

- 5.1 Notes the joint investment of R700,000 by Sibathatu and Venatouch towards the establishment of the Centre of Hope in Darling;
- 5.2 Notes the in-principle approval of the project by the DMPR, with formal confirmation expected by 12 December 2025;
- 5.3 Approves in principle SM's support for the project;
- 5.4 SM approves the waiving of building plan application fees for the project; and
- 5.5 Mandates the Department Development Management to initiate and manage the rezoning process of Erf 4052 in Bloekomlaan, Darling, in accordance with statutory procedures.

(get) J J Scholtz

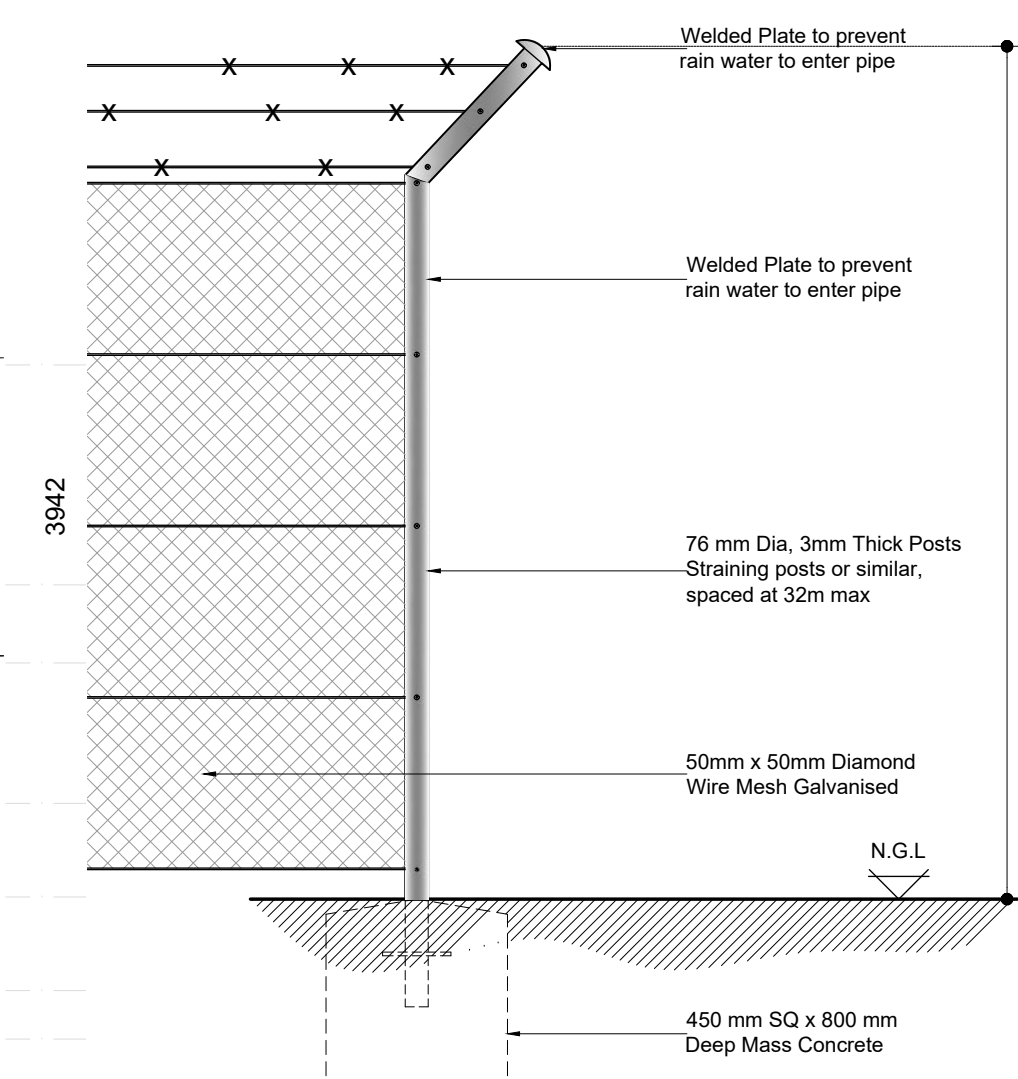
Municipal Manager



GROUND FLOOR STOREY
Scale: 1-100



ELECTRICAL LAYOUT
Scale: 1-100



TYPICAL FENCE DETAIL
Scale: 1-25

CALCULATION

	Conductivity (W/m.°C)	Thickness (m)	Resistivity (m²K/W)
External Plaster	0.6	0.015	0.025
Brickwork	0.7	0.09	0.329
Internal Plaster	0.6	0.015	0.025
Total R-value Achieved			0.379

Conclusion:
Wall complies with minimum R-value of 0.379.

NEW DWELLING

OCCUPANCY CLASSIFICATION OF BUILDING:	
Occupancy	H 4
Total Net Floor Area	262.0m²
Total Floor Area	326.0m²
Design Occupancy Time	24hrs p/d for 7 days per week
Building Orientation	North - East
Climatic Zone	DARLING - Zone 4

CALCULATIONS

Nett Floor Area:	262.00m²
Glazing Area:	11.00m²
Area to Nett Floor Area	4.19%

DO COMPLY: Deem to satisfy SANS 10400 XA

EXTERNAL WALL CONSTRUCTION

SANS 10400 Table 3 - Minimum CR-value, in hours, for external walling

Wall type	Masonry: Single - skin masonry wall, no cavity, plastered externally & internally
Minimum CR-value	40 hrs
Minimum R-value required	0.379

Thermal Insulation Required

Internal diameter of Hot water service pipe	≤80mm
Minimum R-Value for Pipe insulation	1.0
Minimum R-value for Vessel	2.0

Note:
50% of annual average heating requirements for hotwater will be provided by solar heating or gas heating.

Hot water consumption	218,40 kL/a
50% Annual Hot Water Consumption-other than Ele.	109,20kL
H4 Occupancy to be provided with min Water vessel	200L

ROOF ASSEMBLY

Minimum Total R-value required:	3.20 m²K/W
Direction of heat flow:	Up

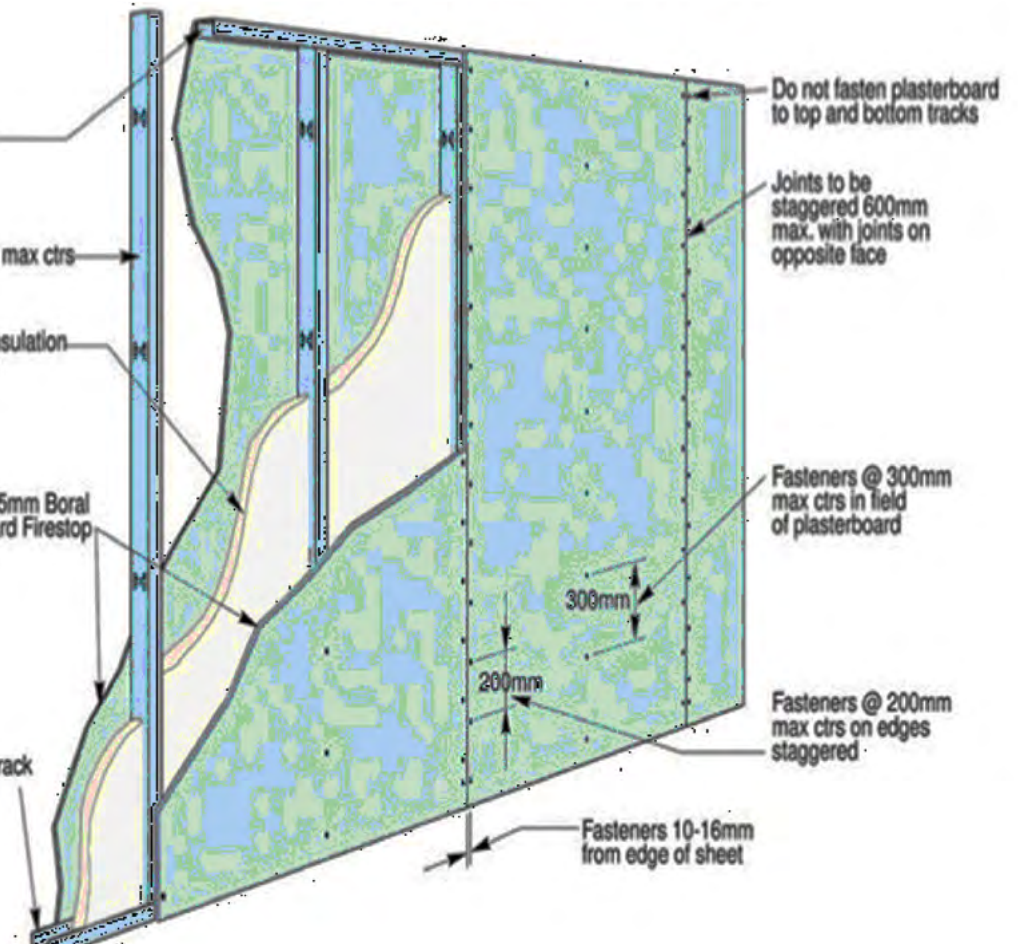
SANS 10400XA

R-value for Roof	
Roof Covering Material:	Roof sheets
Roof covering material:	0.30 m²K/W
Ceiling R-value:	0.05 m²K/W
Total obtained R-value:	0.40 m²K/W

Conclusion:
Min R-Value NOT Achieved, Refer to SANS 204

SANS 204

R-value for Roof	Ventilated
Roof Ventilation:	Metal @ < 12 w/horiz. ceiling
Type roof construction:	



TYPICAL PRECAST STORMWATER CHANNEL DETAIL
N.T.S

Lighting : Max Demand & Consumption OBTAINED

Legend	Description	Quantity	Sub Total W	Total W
	Ceiling Mounted	8	12	96
	Single Light Switch	N/A	N/A	N/A
	Double Light Switch	N/A	N/A	N/A
	Wall Mounted Exterior	2	60	120
	Double Plug 1200mm	N/A	N/A	N/A
	Double Plug 350mm	N/A	N/A	N/A
	Gass Geyser	N/A	N/A	N/A

Total light energy demand OBTAINED (W/m²)

2.3W/m²
730W

Available energy demand - For Lights

Occupancy design days

7

Hours in Use per year

1460

Total Energy of Lights

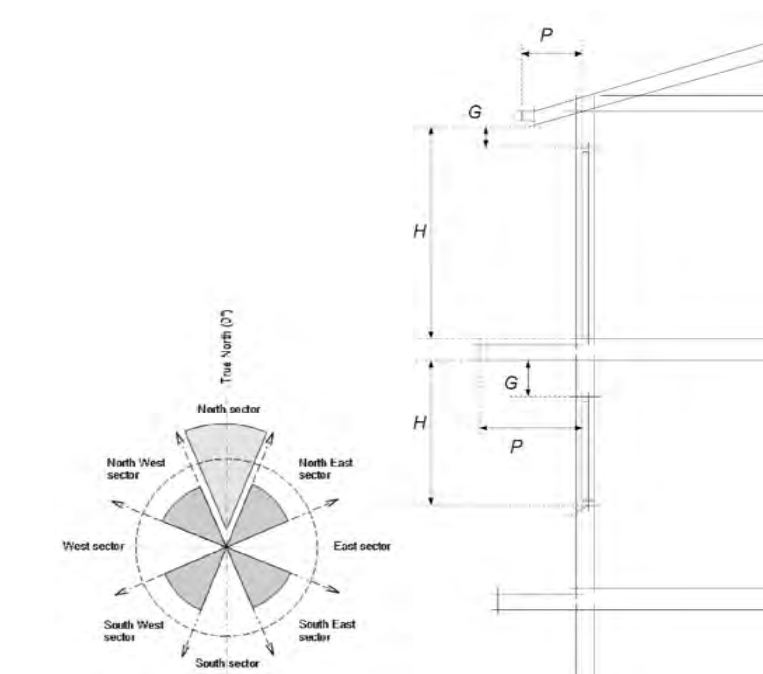
0.80 KW

Total annual energy consumption OBTAINED - Lights (KW/h)

1164,80

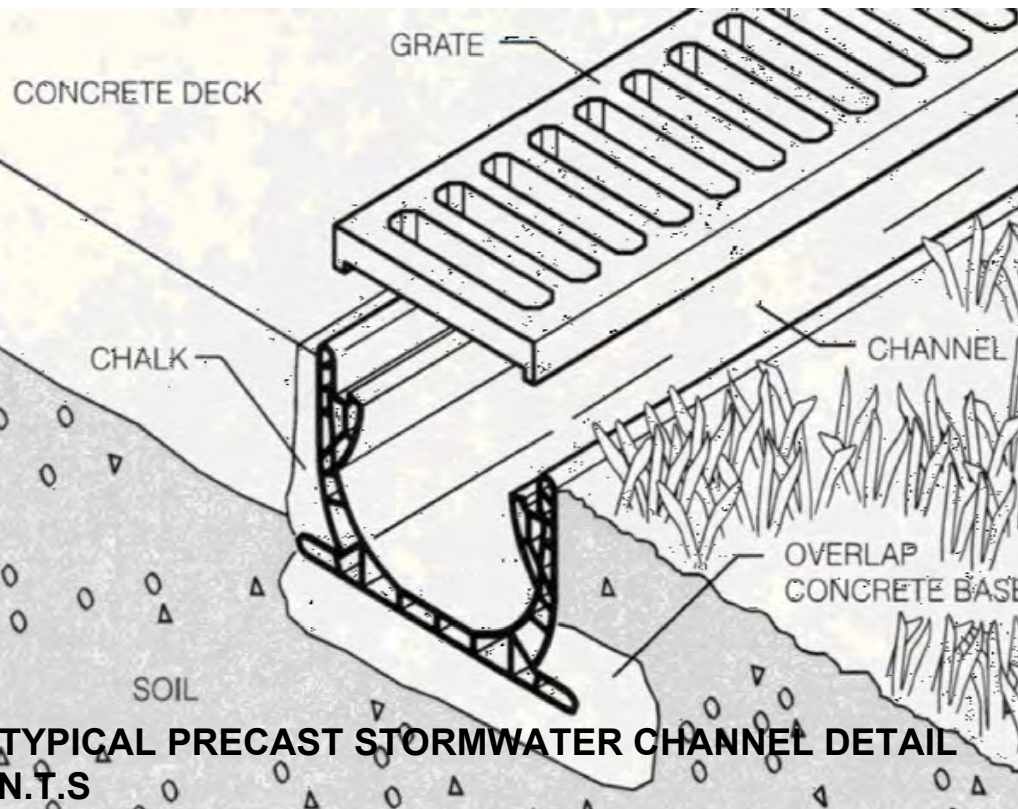
Available annual energy consumption - For Lights

365,20KWh



Note:
50% of annual average heating requirements for hotwater will be provided by solar heating or gas heating.

Hot water consumption	218,40 kL/a
50% Annual Hot Water Consumption-other than Ele.	109,20kL
H4 Occupancy to be provided with min Water vessel	200L



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IN COLLABORATION

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"Making your dream home a reality"

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AREAS CALCULATIONS:

STAND	: 9182.50m²
SAFE HOUSE	: 49.58m²
COMPUTER CENTRE	: 5224m²
HALL AREA	: 14312m²
KITCHEN	: 31.25m²
SECURITY BOOTH	: 14.25m²
ABUTION & STORAGE	: 26.00m² @ 9.70m²
COVERAGE	: 3.5%

DESCRIPTION: FIRE INSTALLATION & SIGNAGE

4.5KG Dry chemical powder	
30m Hose Reel	
Fire Escape Route	
First Aid Indicator	
New 180mm single sided fire escape-left or right	
New 180mm single sided fire escape-straight	

LEGEND

Fire Escape Route	
First Aid Indicator	
New 180mm single sided fire escape-left or right	
New 180mm single sided fire escape-straight	

DESCRIPTION: ELECTRICAL WORKS

Recessed Ground Flood Light	
Low Voltage Recessed Downlighter	
Low Voltage Adjustable Recessed	
External Wall Light-Downwards Directional	
Floor Light	
Flourescent Light	
Ceiling Service Point	
Double Plug Point	
Single Plug Point	
High Level Double Plug Point	
Low Level Double Plug Point	
Isolator Switch	
Light Switch	
Dimmer Switch	
2 Way Switch	
Telephone Point	
Intercom	
Distribution Board	
200L Gas Geyser	
Sub Distribution Board	
2 Lever Light Switch	
Chandelier	
2 Lever 2 Way Light Switch	
3 Lever Light Switch	
3 Lever 2 Way Light Switch	

LEGEND

Recessed Ground Flood Light	
Low Voltage Recessed Downlighter	
Low Voltage Adjustable Recessed	
External Wall Light-Downwards Directional	
Floor Light	
Flourescent Light	
Ceiling Service Point	
Double Plug Point	
Single Plug Point	
High Level Double Plug Point	
Low Level Double Plug Point	
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Light Switch	
Dimmer Switch	
2 Way Switch	
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Intercom	
Distribution Board	
200L Gas Geyser	
Sub Distribution Board	
2 Lever Light Switch	
Chandelier	
2 Lever 2 Way Light Switch	
3 Lever Light Switch	
3 Lever 2 Way Light Switch	

GENERAL FIRE NOTES:

ALL PHOTOLUMINESCENT SYMBOLIC SIGNS MUST COMPLY WITH SANS 1186 AND BE INSTALLED IN ACCORDANCE WITH SANS 10400. THE SIGNAGE CONTRACTOR WILL BE REQUIRED TO SUBMIT A SABS CERTIFICATE OF APPROVAL. ALL SIGNS SHOULD BE FRAMED WITH WATERED CORNERS AND CONCEALED GLOW JOINTS. THE FRAME TO BE MADE OF NATURAL ANODISED ALUMINIUM. ALL WALL MOUNTED FIRE SIGNS TO BE CONCEALED SCREWED TO WALLS. NO DOUBLE SIDED TAPE WILL BE PERMITTED FOR SIGN MOUNTINGS. ALL SUSPENDED FIRE SIGNS TO BE HUNG FROM METAL CHAINS OR STEEL CABLES. ADEQUATE LIGHT ON EMERGENCY STAND BY POWER TO FALL ON ALL SYMBOLIC SIGNS AT ALL TIMES. THE MINIMUM SIZE OF SIGN TO BE USED IS 190mm.

NOTE:

ALL WORK TO COMPLY WITH ACT 103 OF 1977 AND SANS 10400. OCCUPANCY CLASSIFICATION: H4 WITH 104.5kg EXTINGUISHERS, PER 200m² OR PART THEREOF. TO BE INSTALLED IN ACCORDANCE WITH SANS 542. 1X30m HOSE REELS, PER 500m² OR PART THEREOF. TO BE INSTALLED IN ACCORDANCE WITH SANS 543. PORTABLE FIRE EXTINGUISHERS TO BE HUNG ON PURPOSE MADE BOARDS, AS INDICATED ON PLAN. ESCAPE DOORS MAY ONLY BE FITTED WITH APPROVED LOCKING DEVICES. "B" CLASS FIRE DOORS 800mm WIDE TO COMPLY WITH SANS 1253 AND TO BE FITTED WITH APPROVED LOCKING DEVICES. A MANUALLY ACTIVATED AUDIBLE ALARM IN ACCORDANCE WITH SANS 1033, TO BE INSTALLED. PHOTOLUMINESCENT ESCAPE SIGNS TO BE PROVIDED AND COMPLY WITH SANS 1186. SMOKE VENTILATION BY OPENABLE WINDOWS 5% OF FLOOR AREA. PHOTOLUMINESCENT PICTORIAL SIGNS, INDICATING FIRE EQUIPMENT TO BE PROVIDED AND TO COMPLY WITH SANS 1186. SUSPENDED CEILING AND ITS SUPPORTING MEMBERS, SHALL BE NON-COMBUSTIBLE MATERIAL. STRUCTURAL ELEMENTS AND COMPONENTS SHALL HAVE A MINIMUM STABILITY RATING OF 90 MINUTES.

DESCRIPTION: STRUCTURE

180mm Black Wall	
88mm Thick Drywalls with 12.5mm thick NuTec Board	
Container Walls with Insulation 6 12.5mm Thick NuTec Board	
GMS U-channel above	

LEGEND

180mm Black Wall	
88mm Thick Drywalls with 12.5mm thick NuTec Board	
Container Walls with Insulation 6 12.5mm Thick NuTec Board	
GMS U-channel above	

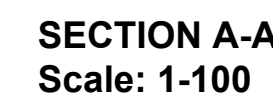
PROJECT DESCRIPTION:

PROPOSED COMMUNITY HALL, ERF 4052, 2ND CIBIDUM & BLOEKOM STREET, DARLING, SWARTLAND MUNICIPALITY FOR:

DWS NUMBER:

DARL-ERF 4052-A1

PRIVATE SEAL





NITTY GRITTY INVESTMENTS

Michael Fakude, SACAP-ST0419, 52-1 First Avenue,
 Edenvale Contact Centre, +27 (0) 16 489 2532
 Email: michael.fakude09@gmail.com

CONSTRUCTION COORDINATION

LIVINE CONCEPTS

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 divinesconcepts10@gmail.com
 +27 (0) 73 010 8442, RESID862
 "Making your dream home a reality"

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GENERAL NOTES:

This drawing is intended to be for the purpose of acquiring construction approval from the local authority. It is only to be used for the purpose of construction once approval has been granted and the drawings have been issued for construction by the draughtsman. All levels heights depths and dimensions to be checked by contractor on site before building. All work to be in accordance with the latest edition of the national building regulations. All building materials and components to be treated in accordance with the manufacturers specifications all building materials and components to be treated in accordance with the relevant Parts of SANS 10400. Figure dimensions to be read in preference to scaling.

VENTILATION AND LIGHTING:

All windows to be a minimum of 10% of floor area with 5% opening area. The ventilation standard produced in the building shall comply with the requirement of the National Building Regulations & Building Standards Act 103 of 1977, amended, & all other relevant legislation.

DRAINAGE NOTES:

Waste fittings to have reveal traps. waste pipes to be fully cast iron for servicing. Sewer pipes to have 1% at all bends and junctions with marked covers at ground level. No bends or junction allowed under floors or foundations. Sewer pipes and waste pipes to have ventilation valves. OVPs to be Ø100mm PVC. ASPVs to be Ø50mm PVC. Soil pipes to be Ø100mm PVC at 150 mm minimum fall. Wash hand basin pipes to be Ø40mm basin drain pipes to be Ø40mm all drainage to comply with PART P of SANS 10400. All drainage to be in strict accordance to the local authority's by-laws and to be installed in every course of foundation brickwork for min 5 courses and every 3rd course thereafter, with a r.c./lintol/bene to satisfaction of local authority.

A - FOUNDATIONS:

All foundations to be concrete reinforced strip foundations at 25Mpa/1 not less than 700X250mm.

B - FOUNDATION WALLS:

220mm Brick walls with 7MPa wall strength externally in stretcher bond with a good key for plastering. All walls to have a min. of every two courses of galvanized reinforcement. Damp proof membrane to be 150mm above finished floor level.
 Top 3 courses to have 3 courses brickwork over. Brickwork steel wire reinforcing to be installed in every course of foundation brickwork for min 5 courses and every 3rd course thereafter.

C - GROUND SLABS:

Ground floor to be floor finish as shown on plan on 300mm screed on 85 mm reinforced mass concrete slab on 350 MPM DPM on 50mm clean blinding on 1500mm Hardcore compacted in 1yers not exceeding 150mm max to 98% modified ash to density.

D - WALLS:

190mm Brick walls with 7MPa wall strength externally in stretcher bond with a good key for plastering and internal brick walls as per Manufacturers specifications. All walls to have a min. of every two courses of galvanized reinforcement. Damp proof membrane to be 150mm above finished floor level. All walls are to have the top 3 courses and walls below DPC level filled solid with 30 Mpa conc. Top 3 courses to have 3 courses brickwork over. All Bricks for foundation walls to be well dressed and bedded brickwork to internally. Brickwork steel wire reinforcing to be installed in every course of foundation brickwork for min 5 courses and every 3rd course thereafter.

BRICK REINFORCING:

Brickwork steel wire reinforcing to be installed in every course of foundation brickwork for min 5 courses and every 3rd course thereafter. Brickwork to be installed in every course below ground level. All brick wall is 110mm. Brickwork over all lintols.

LINTOLS:

Precast concrete lintols used over all openings <3.0m, installed according to manufactured specifications. Standard 152X75mm pre-stressed concrete lintols above all new doors and windows.

E - FLAT ROOFS:

Long span roof sheets @ 5° on approved underlay on 50X76mm SA pine purlines at 1200mm c/c on 50X152mm grade 7 timber rafters at 1000mm c/c built into brick wall with hoop-iron 60mm deep.

F - MAIN ROOF(HALL):

See Structural Engineer's specifications & drawings.

G - CEILING:

Rhinobond ceiling fixing method involves securing 12,2mm gypsum boards to timber bracing spaced at 400mm centers using 32mm drywall screws. Boards are fixed perpendicular to the bracing, batten or joist to be securely fixed to the wall. All joints, including jointing tape and compound are applied to all board joints, and an optional skim coat of RhinoLite provides a smooth plastered finish. Ceiling suspension systems with galvanized hangers may be used where needed to maintain level surfaces. All installation must comply with SANS 10109 and manufacturer guidelines for safety and durability.

ALUMINIUM GUTTER DISPOSAL SPECIFICATION:

A. Minimum gutters: 100 - 1000 mm profile
 (hydraulic capacity > 7 500 mm³/s). Downpipes: 2 x 75 x 75 mm square aluminium downpipes on outside. Maximum 15 m gutter length per downpipe, downpipes located at gutter end/slopes down. Gutter to be secured by fixings with brackets at maximum 1.8 m centres.Gradient: Gutters to be laid to a minimum fall of 1:500 towards outlets. Provide overflow holes/slots at high points of gutter or downpipe to be located at 150 mm above edges and 200mm from gutter or storm event overflows below into structure. Note all rwp pipe on inside of court space to have an outlet up to the outside of the buildings and connected with stormwater system.

B. SOLAR SYSTEMS:

A grid-tied photovoltaic (PV) solar system shall be installed in accordance with SANS 10142-1 and SANS 10142-1-2, with panels securely mounted on the roof at the optimum tilt using corrosion or UV resistant mounting brackets using wiring protected in UV-resistant conduit. The inverter and isolation switches must be housed in a distribution, waterproof enclosure located near the main distribution board. The system shall include DC and AC isolators, surge protection and clearly labelled safety signage as required by regulation. All components and connections must comply with the National Building Regulations, and a Certificate of Compliance (CoC) shall be issued by a qualified, registered electrician upon completion.

PROJECT DESCRIPTION:

PROPOSED COMMUNITY HALL, REF 4052-^{DNB} 01/INDUBIHLB AND 200KM STREET, DARLING, SWARTZLAND MUNICIPALITY

FOR:

DWG NUMBER:

DARLING REF 4052-A1

PRIVATE SEAL



NITTY GRITTY
INVESTMENTS

Michael Fakude, SACAP-ST0419, 52-1 First Avenue,
Edenvale Contact details: +27 (0) 76 489 2572
Email: michael.fakude@gmail.com

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IF USED FOR OTHER PURPOSES THE OWNER DOES IT AT OWN RISK.

AREAS CALCULATIONS:		
STAND		: 9182.50m ²
SAFE HOUSE		: 49.58m ²
COMPUTER CENTRE		: 52.24m ²
HALL AREA		: 143.12m ²
KITCHEN		: 31.25m ²
SECURITY BOOTH		: 14.25m ²
ABLUTION & STORAGE		: 26.00m ² & 9.70m ²
COVERAGE		: 3.5%

DESCRIPTION: FIRE INSTALLATION & SIGNAGE	LEGEND
4.5KG Dry chemical powder	
30m Hose Reel	
Fire Escape Route	
First Aid Indicator	
New 180mm single sided fire escape-left or right	
New 180mm single sided fire escape-straight	

DESCRIPTION: ELECTRICAL WORKS	LEGEND
Recessed Ground Flood Light	
Low Voltage Recessed Downlighter	
Low Voltage Adjustable Recessed	
External Wall Light-Downwards Directional	
Floor Light	
Fluorescent Light	
Ceiling Service Point	
Double Plug Point	
Single Plug Point	
High Level Double Plug Point	
Low Level Double Plug Point	
Isolator Switch	
Light Switch	
Dimmer Switch	
2 Way Switch	
Telephone Point	
Intercom	
Distribution Board	
200L Gas Cylinders	
Sub Distribution Board	
2 Lever Light Switch	
Chandelier	
2 Lever 2 Way Light Switch	
3 Lever Light Switch	
3 Lever 2 Way Light Switch	

GENERAL FIRE NOTES:
ALL PHOTOLUMINESCENT SYMBOLIC SIGNS MUST COMPLY WITH SANS 1186 AND BE
INSTALLED IN ACCORDANCE WITH SANS 10400. THE SIGNAGE CONTRACTOR WILL
BE REQUIRED TO SUBMIT A SABS CERTIFICATE OF APPROVAL. ALL SIGNS SHOULD
BE FRAMED WITH MITERED CORNERS AND CONCEALED ELBOW JOINTS. THE FRAME
TO BE MADE OF NATURAL ANODISED ALUMINIUM. ALL WALL MOUNTED FIRE SIGNS
TO BE CONCEALED SCREWS TO WALLS. NO DOUBLE SLOPED TAPE WILL BE
PERMITTED FOR SIGN MOUNTINGS. ALL SUSPENDED FIRE SIGNS TO BE HUNG FROM
METAL CHAINS OR STEEL CABLES. ADEQUATE LIGHT ON EMERGENCY STAND BY
POWER TO FALL ON ALL SYMBOLIC SIGNS AT ALL TIMES. THE MINIMUM SIZE OF
SIGN TO BE USED IS 190mm.

NOTE:
ALL WORK TO COMPLY WITH ACT 103 OF 1977 AND SANS 10400. OCCUPANCY
CLASSIFICATION: G1 WITH 1X4.5kg EXTINGUISHERS, PER 200m² OR PART
THEREOF. TO BE INSTALLED IN ACCORDANCE WITH SANS 543.1X30m HOSE REELS,
PER 500m² OR PART THEREOF. TO BE INSTALLED IN ACCORDANCE WITH
SANS 543. PORTABLE FIRE EXTINGUISHERS TO BE HUNG ON PURPOSE MADE
BOARDS, AS INDICATED ON PLAN. ESCAPE ODORS MAY ONLY BE FITTED WITH
APPROVED LOCKING DEVICES. "B" CLASS FIRE ODORS 800mm WIDE TO COMPLY
WITH SANS 1253 AND TO BE FITTED WITH APPROVED LOCKING DEVICES. A
MANUALLY ACTIVATED AUDIBLE ALARM IN ACCORDANCE WITH SANS 10103,
TO BE INSTALLED. PHOTOLUMINESCENT ESCAPE SIGNS TO BE PROVIDED AND
COMPLY WITH SANS 1186. SMOKE VENTILATION BY OPENABLE WINDOWS 5% OF
FLOOR AREA. PHOTOLUMINESCENT PICTORIAL SIGNS, INDICATING FIRE
EQUIPMENT, TO BE PROVIDED AND TO COMPLY WITH SANS 1186. SUSPENDED
CEILINGS AND ITS SUPPORTING MEMBERS, SHALL BE NON-COMBUSTIBLE
MATERIAL. STRUCTURAL ELEMENTS AND COMPONENTS SHALL HAVE A MINIMUM
STABILITY RATING OF 90 MINUTES.

DESCRIPTION: STRUCTURE	LEGEND
190mm Block Wall	
80mm Thick Drywalls with 12.5mm thick NuTec Board	
Container Walls with Insulation 6 12.5mm Thick NuTec Board	
GMS U-channel above	

PROJECT DESCRIPTION:
PROPOSED COMMUNITY HALL, ERF 4052, 1ST CIMBIDIUM & BLOEKOM STREET,
DARLING, SWARTLAND MUNICIPALITY
FOR:

DWG NUMBER:
DARL-ERF 4052-A1

PRIVATSEAL



Verslag * Ingxelo * Report

Office of the Director Corporate Services
4 November 2025

9/1/3/2/1

ITEM 7.6 OF THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE MEETING TO BE HELD ON 19 NOVEMBER 2025

SUBJECT:	SWARTLAND TOURISM NPC: REPORTING I.R.O. THE 2024/25 FINANCIAL YEAR
ONDERWERP:	SWARTLAND TOERISME NPC: VERSLAGDOENING T.O.V. DIE 2024/25 FINANSIËLE JAAR

1. BACKGROUND

In terms of the Service Level Agreement between Swartland Tourism NPC and the Municipality, the company has to submit the following documents annually:

(i) CHAIRMAN'S REPORT

The Chairman's report for the year ending 30 June 2025 attached hereto as Annexure A.

The Powerpoint Presentation made to the NPC's members at the Annual General Meeting on 23 September 2025 is not appended to this report due to its extent (112 pages), but an electronic copy may be requested from the office of the Director: Corporate Services to be transmitted by WeTransfer.

(ii) KEY PERFORMANCE INDICATORS

The KPI document from 1 July 2024 to 30 June 2025 attached hereto as Annexure B, along with summarised highlights.

(ii) FINANCIAL STATEMENTS

The audited financial statements for the period ending 30 June 2025 are attached hereto for perusal as Annexure C.

2. RECOMMENDATION

That cognisance be taken of:

- (i) the content of the 2024/25 Chairman's report in respect of the Swartland Tourism NPC;
- (ii) the key performance areas as measured for the period 1 July 2024 to 30 June 2025; and
- (iii) the content of the annual financial statements for the 2024/25 financial year.

AANBEVELING

Dat kennis geneem word van:

- (i) die inhoud van die Voorsitter se 2024/25 verslag insake die Swartland Toerisme NPC;
- (ii) die sleutelprestasie-areas soos gemeet vir die tydperk 1 Julie 2024 tot 30 Junie 2025; en
- (iii) die inhoud van die finansiële state vir die 2024/25 finansiële jaar.

(get) M S Terblanche

MUNISIPALE BESTUURDER



CHAIRPERSON'S REPORT FOR THE SWARTLAND TOURISM NPC AGM 2024/2025

23 SEPTEMBER 2025

Good morning members, colleagues, and friends of Swartland Tourism.

Since my last report, our organisation has faced significant challenges, but we have also achieved meaningful successes. I would like to begin by highlighting two of the major challenges we encountered during this past year:

Key Challenges

1. Swartland Municipality's funding mechanism of its tourism function changed from a grant-based to a tender-based approach in the financial year

Early in our financial year, we were informed by our main funder, the Swartland Municipality, of an instruction from the Auditor-General of South Africa (AGSA), prohibiting municipalities from using Section 67 transfers of the Municipal Finance Management Act (MFMA) to fund local NGOs for tourism promotion, instead requiring them to follow full procurement procedures. Continuing the "grant practice" would be regarded by the AGSA as unauthorised expenditure. This was formalised by MFMA Circular 131, issued by National Treasury on 31 March 2025, which is causing widespread disruptions in the funding of local tourism bodies, including destination marketing organisations, tourism associations, visitor services, etc across municipalities.

As such, Swartland Municipality issued a tender in October 2024 for the procurement of a service provider to render tourism functions and Implement destination marketing services on behalf of the Municipality for the period ending 30 June 2025.

As all of you can appreciate, this put Swartland Tourism in the unenviable position of continuing to perform our activities under the previous Service Level Agreement with Municipality, without any guarantee that we would be the successful bidder. During this time the organisation kept functioning with the very real prospect of having to retrench staff and close the business, if we were unsuccessful in our bid. With staff livelihoods on the line – just before Christmas – we prepared and submitted an extensive tender application of more than 350 pages.

Fortunately, Swartland Tourism were the successful bidder and we were appointed for the period ending 30 June 2025.

However, a new tender had to be issued to cover the period 1 July 2025 to 30 June 2028 to meet the requirements of the Municipality's budget cycle, and we had to go through the same process again. Due to the tireless work of our leadership team, particularly Nelius Volschenk, who has extensive knowledge and experience of the public tender process, we were again successful. We were awarded a three-year contract, ensuring stability for our team and continuity of our work.

It should be noted that the Western Cape Department of Economic Development and Tourism (DEDAT) has voiced serious concerns over the impact of the MFMA instructions and is currently conducting a survey to establish how tourism organisations are being affected. DEDAT has also formally requested the Department of Tourism to intercede on behalf of local tourism bodies and to engage National Treasury on the urgent need to review Circular 131.

2. VAT impact

The change in the municipal funding model required Swartland Tourism to register for VAT, thus the tender amount included VAT. This meant we had to pay 15% of our fees directly to SARS. Overnight, our available budget fell to levels last seen almost three years ago, forcing us to do more with significantly less.

These issues caused immense stress and demanded countless hours of work, particularly in the first six months of the year. I would like to extend my heartfelt thanks to the Board and our team for navigating this period with resilience and dedication. Now, as we moved into the calendar year we could really focus on our actual work.

Successes Achieved

Despite these obstacles, I am pleased to report several notable successes:

- **Stronger digital presence:** When I first joined the Board, I was frustrated by the lack of analytics and the poor state of our digital platforms. Our website was outdated, our social media posts uninspiring, and we had no real way to measure impact. Today, that has completely changed. We now have a vibrant, streamlined website that covers all five towns with accuracy and professionalism. Our social media content is timely, relevant, and engaging – and the results are clear in the feedback and numbers we receive.
- **Interactive digital map:** We successfully launched an interactive digital tourism map for all towns, offering additional features for our members. This has been a powerful tool to showcase the richness of our region.
- **WTM participation:** Swartland Tourism had its own stand at the World Travel Market Africa in April 2025, significantly raising our profile and strengthening our industry connections.
- **Membership model:** We introduced a new tiered membership structure, giving businesses the choice of what level of engagement and service they want from us. This flexible and fair approach has been well received and sets the foundation for future growth.

Looking Ahead

These achievements give me great confidence in the direction we are heading. We have begun to lay the groundwork for a stronger, more effective organisation. But we must also be clear-eyed: we cannot sustain or grow Swartland Tourism relying solely on municipal funding and membership fees.

Our challenge for the coming year will be to secure additional financial resources – through local sponsorships tied to events, and ultimately, through an ongoing headline sponsor who shares our passion for the Swartland brand and story.

With the foundation we have built, the dedication of our Board and the energy of our team, I am confident we will rise to this challenge. I would like to thank all our members and stakeholders for your continued support and cooperation throughout the year; together, we can ensure that Swartland Tourism continues to grow, thrive, and showcase our region as one of South Africa's premier destinations.

Thank you.

Ashley Stone

CHAIRPERSON: BOARD OF DIRECTORS



HIGHLIGHTS OF SWARTLAND TOURISM FY24|25

Extract from Q1-4 KPI 2024|25 Reports

MARKETING STRATEGY

- **Final revised document presented at Board Meeting 6 May 2025**
- **Signed SLA Agreement with SM for a three-year period commencing 1 July 2025**
- **ADVERTISING & PROMOTIONAL MATERIAL: KPI target 4: Reach 27)**
- **Cycle Map with dirt road trails (RV) – 1000 copies (New product)**
- **Info boards with QR codes – Yzerfontein, Darling, Malmesbury, Moorreesburg, Koringberg**
- **Two new Hello Darling Info Boards at town entrances – with QR codes**
- **2nd Edition of all Town Maps**
- **Maintenance and replacement of Banners on poles in Moorreesburg**
- **Newsletter Issue #8**
- **Welcome Campaign: Yzerfontein Holiday Calendar Dec 2024**
- **Swartland Joernaal advertisement**
- **e-Guide: Revision and sales of Advertising space**
- **Print of magnetic Map for kiosk in Yzerfontein**

11/8/25



- Compilation of Video and PowerPoint Presentation for WTM
- **Completed Billboard Map for Riebeek Valley** – erected on Square on 16 May 2025 3m x 2,5m showing illustrated Map of town
- Finalised Video and PPP for showcasing at WTM Africa in April
- **Compilation of packaged experiences for Tour Operators to present at WTM Africa**
- Print of Outdoor Activities Poster for Yzerfontein
- **EXHIBITIONS & EVENTS (KPI 3 p a: Reach 27+)**
- 1 x Consumer | Solo Studios – Gallery 7 Art Exhibition 9-11 Aug 2024 (+1 000 visitors)
- 1 x Consumer | Swartland Skou Moorreesburg 5-7 Sept 2024 (+10 000 visitors)
- 1 x Consumer | Darling Wildflower Show 20-22 Sept 2024 (+3 500 visitors)
- lustus Networking Event for Business owners – 28 Aug 2024 (+ 50 pax)
- Two Art Exhibitions hosted at Gallery 7 (RV) from Oct – Dec 2024: 'Blue' and 'Paper'
- Swartland Wine and Olive Route Street party 2 Nov 2024
- Collaboration - Voorkamerfest, 20 Oct 2024
- **Initiate and conceptualise Swartland Olive Festival in collaboration with SA Olive to be hosted in RV 27 and 28 September with Western Cape Olive producers**
- Initiate and conceptualise 'S'Kaapfees in RV with main sponsor Deli-Co (2026)
- Collaborate with Sam Rogers and Jacques Pauw: Burning Truth Journalism Fest in RV (August 2025)
- Initiate and negotiate Duathlon in Darling and Yzerfontein, with Stillwater Sports (date to be determined)
- **Attend meetings and acquire sponsorships for the Mayoral Sport Cup**
- Attend Mayoral Sport Cup 12 and 26 Feb 2025 at Gabriel Pharoa Sports grounds
- **Swartland Tourism Members Network Event plus Exhibition - at Meerhof 27 Feb 2025 (130 members)**
- Launch new art exhibition at Gallery 7 – Green Painterly Scapes – 28 Mar 2025 (40 pax)
- **Preparation for WTM Africa Expo, 9-11 April 2025 (more detail in Q4 report)**
- **Women's Day Networking Event at Ormonde, Darling – 29 Mar 2025**
- **Start preparations for annual Women in Tourism Day event in June 2025**
- **Participated in WTM Africa Expo, 9-11 April 2025 at CTICC in Cape Town under the theme "Ignite Africa" and invited our members to exhibit at the ST stand**
- **Organised successful inaugural Swartland Showcase 30 June at !Khwa ttu in collaboration with Wesgro and WCDM – 34 Tour Operators and 12 Media attended**
- **Initiate and organize the first Swartland Olive Festival in partnership with SA Olive – 27 & 28 Sept 2025**
- Attended the Wesgro RTO Forum in Grabouw – 24 June



Swartland Tourism

- Attended Darling Park Close Grand Opening and a number of Community events across all towns to show support (attendance; shared social media platforms; co-branding)
- **MEDIA (KPI target 4 p a: Reach 70)**
- RV Radio – 19 Aug 2024 (Riebeek Valley); 20 Sept (Darling) 26 Sept (Malmesbury);
- Namakwaland Radio – 21 Aug 2024 (Riebeek Valley)
- Radio Kansel – 30 Jul 2024 (Darling)
- Gazette Opening of Viewpoint, Yzerfontein
- Weslander Opening of Viewpoint, Yzerfontein
- Swartland Joernaal Opening of Viewpoint, Yzerfontein
- Die Burger Blombylaag, Page 4 and 5, 30 Jul 2024 | Love Yzer, Darling Issue 44 (Sept – Nov 2024)
- Rapport – Beleef (15 Sept) – Yzerfontein
- RV Radio 7 Oct; 10 Oct; 17 Oct; 19 Dec 2024 (Highlights Jul – Dec)
- Radio Namakwaland: 19 Oct; 16 Nov; 14 Dec 2024
- Radio Kansel: 3 Oct 2024
- Cape Talk: 3 Dec 2024
- Swartland Tourism Events Newsletter (31 Jan 2025)
- Newsflash (e-mail newsletter) x 3 (Darling, Yzerfontein and Riebeek Valley: Introduction to new Tourism Officers)
- Radio Namakwaland – 9 Feb 2025 (Darling)
- Swartland Gazette – Tienie Versfeld unveiling: 4 Mar
- KykNet Fiesta filming in March 2025: 3 Malmesbury members (streamed on 13 Apr 2025)
- Advertisement in KykNet Buite Ekspo Programme
- Swartland Joernaal: Swartland Advertisement 6 Mar 2025
- Die Burger: Versnit Bylaag, 22 Feb 2025, pages 4-7: “Hello Darling”
- Meeting: Die Plattelander re Swartland Features
- Dié courant: “Swartland Toerisme hou netwerkgeleentheid”: 27 Mar 2025
- Radio Namakwaland 30 April broadcast
- Radio Namakwaland 3 May broadcast
- Radio interview live, 93,4 FM: Yzerfontein and Swartland events
- Feature in Swartland Gazette – 22 April: WTM participation
- Featured in the digital magazine Die courant: WTM participation
- **Special Edition: WTM Newsletter distributed by e-mail to member database and WA channels**
- **Special Edition: Swartland Showcase Newsletter (as above)**



- **Video made of Yzerfontein by 339 South Media Services**
- **Video made of the whole Swartland for WTM (339 South)**
- Instagram video about Yzerfontein – 85k views on TikTok
- **Created dedicated Swartland Tourism YouTube Channel (339 South) with 27 videos in total**

- **SOCIAL MEDIA & WEB PAGE (KPI target 4 p m: Reach 232)**
- Africa Unexpected – YouTube: Yzerfontein (Sept 2024)
- “Ek reis deur my pragtige land” – Facebook article (Sept 2024)
- Yzerfontein
- Facebook: 4 feature posts x per month per town (16 x 3)
- Regular updating of website; posting on Facebook and Instagram platforms (see PPT for results). Weekly updates on events.
- Facebook: 4 feature posts x per month per town (16 x 3)
- Regular updating of website; posting on Facebook and Instagram platforms (see PPT for results). Weekly updates on Events.
- Summer Campaign: Online Campaign, Facebook and Instagram – Dec 2024 (All towns posted one holiday activity per week)
- **Themes: Oct – Dec 2024 (80 posts)**
- Spotlight on Swartlanders (Oct 2024); Bucketlists (Nov 2024); Summer Campaign (Dec 2024)
- Media Services Team (339 South) established Swartland YouTube channel; refreshed the Swartland Tourism website www.swartlandtourism.co.za and manages ST Facebook and Instagram: February and March 2025
- **Facebook themes (60 posts per month - Feb and Mar 2025: 120)**
- January: 28 Hours in ...(town) (20 posts)
- February: Adventure Awaits
- March: Taste Swartland
- **Statistics: Jan – Mar 2025**
- **ST Facebook statistics (includes all towns)**
- Followers 82 016
- Reach 346 004
- Engagement 297 339
- Likes 69 414
- **Instagram: 7 879 followers**
- **Website:**
- Unique Users 25 045
- Visits 34 612
- Pages 372 559
- Hits 1 511 749



Swartland Tourism

- **Hosted Social Media training workshop for all staff - 1 April, by Yzerfontein TO, with a guidelines booklet with more tips**
- Load new members and events on website
- **Facebook themes for social media platforms**
- April - Taste of Swartland
- May - Autumn, Art & Heritage
- Jun - Winter Getaways & Adventure Awaits
- 40 posts per month -2 per week per town
- Regular Swartland Olive Festival Facebook posts (2 x per week)
- Yzerfontein Facebook reaches 10k followers
- **Implementation and populating new Mapme Digital Map – May & June**
- Instagram Photo competition: Autumn pics
- **Establish dedicated WhatsApp groups for each town: members only**
- **Launch MapMe on website: <https://viewer.mapme.com>**
- **Launch Swartland Tourism Whatsapp Channel (All members – notification platform)**
- **Revamped website completed: www.swartlandolivefestival.co.za**
- **New logo design: Swartland Olive Festival**
- Compiled Facebook and Instagram Communications Plan
- **EDUCATIONALS/ OUTREACH (KPI target 4 p a: Reach 19)**
- Wesgro Forum Winter School – Collaboration with WCDM, hosted in Riebeek Valley 29 – 30 Aug 2024
- **Marketing & Development Workshops 1, 7 and 14 Aug 2024 – Swartland Tourism Team**
- Attend WCDM RTO Marketing & Development Workshop:
- 27 August (Moorreesburg); 25 Sept (Clanwilliam)
- Yzerfontein Dorpskuier – Outreach for Newcomers 19 Sept 2024
- Welcome campaign held on 13 Dec 2024 at the fish market in Yzerfontein. Outreach to 250 arrivals (vehicles - holiday-makers)
- Street Braai to welcome newcomers to the village and introduce them to the community: Darling, 30 Nov 2024. Performance by Pieter-Dirk Uys.
- Meet & Greet in RV at Knolfontein in series Meet the Farmers: Welcome newcomers to the Valley – 12 Oct 2024. 50 pax
- Meet & Greet Newcomers, Allesverloren, Riebeek Valley – Feb 2025 (60 pax)
- Rotary - Riebeek Chapter Outreach: Culture Tourism development presentation at the Royal Hotel -19 Mar 2025
- PPC Cement Open Day, Riebeek Valley – 20 Mar 2025
- Hosted Newcomers Meet & Greet 22 May at RV Wine Co (35 pax)
- Tourism Officers visit members once a week - upkeep existing stakeholder relations and recruiting new members



Swartland Tourism

- **Host Swartland Showcase for Tour Operators on 30 June, at !Khwa ttu – 34 TO's and 12 Media representatives, Wesgro and West Coast District Municipality**
- Provided Village Community NGO with soup and rolls (Outreach) on 23 May – RV
- Attended Wesgro RTO Forum in Grabouw – 24 June

- **MEETINGS (KPI target 1 p m: Reach 85+)**
- Town Committee Meetings: Marketing and Development Projects:
- RV 18 Jul; 22 Aug; 26 Sept 2024
- Darling 30 Jul; 16 Aug 2024
- Yzerfontein 25 Jul; 20 Aug; 19 Sept 2024
- Malmesbury 4 Jul; 6 Aug; 10 Sept 2024
- Moorreesburg, Koringberg 18 Jul; 20 Aug 2024
- Attend Mayoral Cup Meeting – Swartland Municipality -Sept 2024
- Wesgro Networking Function: 3 Oct 2024 (CT)
- Town Committee Meetings: Marketing and Development Projects:
- RV 23 Oct; 21 Nov 2024
- Darling Oct; Nov; Dec 2024
- Yzerfontein Oct; Nov; Dec 2024
- Malmesbury Oct; Nov; Dec 2024
- Moorreesburg, Koringberg Oct; Nov; Dec 2024
- Malmesbury Chamber of Commerce Networking Meetings: 15 Oct; 19 Nov 2024
- WCDM Marketing & Development Meeting 29 Oct 2024
- Sundowners Networking Event hosted at Malmesbury Museum – 30 pax Oct 2024
- ST Board of Directors Meeting 29 Oct 2024 – Malmesbury
- Goedgedacht Trust – Open Day POP Centre, Riebeeck West
- Attend Mayoral Cup Meetings (Oct – Dec 2024)
- Attend Mayoral Cup Meetings – Mar 2025
- Town Committee Meetings (all towns) – Feb & Mar 2025 (x10)
- Members Connect – Moorreesburg & Koringberg – 19 Mar 2025
- Meet & Greet: New Tourism Officer – Yzerfontein 20 Feb 2025



Swartland Tourism

- Swartland Tourism Board Meeting – 4 Feb 2025
- Meeting: Media Services Project Steering Committee (x2)
- Meeting (virtual) with Mapme to implement software on Swartland Tourism website
- Several meetings: SA Olive and Swartland Tourism re Swartland Olive Festival (27-28 Sept 2025) with Blue Tulip (Event Organiser)

- Meeting: Stillwater Sports re duathlon in Yzerfontein/Darling area (Event Organiser)
- Meeting: Deli-Co as sponsor for the S’Kaapfees 2026
- Host 3 Teams Meeting per month; 1 in person meeting per month: All staff members
- Town Committee Meetings (all towns): Apr – Jun 2025 (x15)
- Hosted Board Meeting on 6 May 2025 at Darling Cellars
- Monthly Steering Committee Meeting with 339 South re Media Services
- Hosted bi-weekly Swartland Olive Festival Steering Committee meetings with SA Olive, GM Events and 339 South
- Arranged weekly meetings with members – recruitment purposes as well as stakeholder relations: all five towns
- Annual General Meeting (AGM) held at Contreberg, Darling (17 Sept 2024)

DEVELOPMENT STRATEGY

Revision was approved 6 May 2025 by the ST Board

TOURISM AWARENESS WORKSHOPS (KPI target 4 p a: Reach 17)

- **Train 20 Youth to sculpt – trainer Andries Dirks**, renowned sculptor. Exhibit sculptures at Gallery 7 during Solo Studios
- Training: Induction to Governance Workshop – all staff 22 Oct 2024
- Training: Workshops for Swartland Tourism Staff (2)
- **Packaged Experiences; Use of Software for Social Media and Design**
- Training: new Tourism Information Officer: Franco Muller
- **Facilitate and present: Meiring Primary School Art Competition and Auction at Gallery 7 (15 learners)**
- **Infrastructure Development**
- Plan/ Sketch for an outdoor gym have been submitted to Swartland Municipality (YF)
- **Beautification of entrance to YF. Landscape artist; plants and irrigation completed Dec 2024**
- Collaboration with ‘Ek & Jy’ – Clean-up of Hiking Trail in Koringberg
- Product Development: Revision of Heritage Route and map: Malmesbury
- **Attend 2-day South African Local Government Tourism Peer Learning Session (SALGA) in Caledon 18 & 19 Feb 2025**



Swartland Tourism

- **Organise Coffee Date 6 Feb 2025 in Riebeek Valley for Community Leaders re Tourism Awareness Workshop – 28 Mar 2025**
- **Organise Coffee Date 13 Feb 2025 in Malmesbury for Community Leaders re Tourism Awareness Workshop to be held 24 Apr 2025**
- **Host Tourism Awareness Workshop at POP centre in Esterhof (Riebeek Valley) – attended by 34 youth – 27 Feb 2025**
- **Training: Three new Tourism Officers – Yzerfontein, Darling and Riebeek Valley – Feb & Mar 2025**
- Social media Workshops - training of Tourism Officers: 5, 10 & 31 Mar 2025
- Staff Training: VAT invoices - Roelof Oosthuizen
- Training Workshop: 31 Mar 2025, Yzerfontein: WTM /Packages/Appointments
- **Conceptualise and host Stoepstories at Ivy's Place in Darling -**
- **Media Services: Develop Mapme platform for all 5 towns**
- Feb 2025
- Lottoland Community Clean-up In Darling – 15 Mar 2025
- Attended Tourism Awareness Workshop in Malmesbury at the Museum - 24 April

ASSIST START-UP TOURISM BUSINESSES TO GROW (KPI target 2 p a: Reach 7)

- **Participated in SMME Indaba hosted by Swartland Municipality**
- Tourism Officers prepared Proposed Future Projects, in collaboration with Town Committees, for 2025 – 2026
- Tourism Officers drew up Project Progress Reports for 2024/2025 to share at the Board Meeting - 6 May
- Prepare to exhibit at SMME Indaba in Malmesbury hosted by Swartland Municipality – 4 April 2025
- **Attend and exhibit at Letsema Academy and CATHSSETA**
- **Workshop – 27 Feb 2025 (Organised by Swartland Municipality)**
- **Develop and host Stoepstories as Culture Tourism Experience, empowering Darling community to sell the experience as tourism package. Caterers; performing artists; storytellers – 26 Feb 2025**
- Appoint new curator for Gallery 7 in Riebeek Valley: Renovation of Gallery 7 and MIR Shop
- Research product development
- **Collaborate with community leaders to develop and manufacture new products for MIR**
- Provide a platform for inherent talent – artists and artisans



FINANCES: REPORTS

2023-2024 Annual Financial Report presented at AGM on 17 Sept 2024

FUNDRAISING (KPI target: 1 per quarter: Reach – ongoing)

- Yzerfontein: Sale of Plaques at Viewpoint R49320 (Mar – Jul 2024)
- Yzerfontein (Aug) R800 – Plaques
- Yzerfontein (Sept) R3200 – Plaques
- Yzerfontein: Sale of Plaques at Viewpoint R61 810.00 (Oct-Dec)
- Welcome Campaign (YF): Calendar of events Sponsorship
- R18 132.50
- Meet & Greet (RV) Sponsorship: R3000
- Street Braai Darling Sponsorship: R2000

Negotiations & Fundraising Proposals (ongoing)

- Triathlon SA| Tourism Business Council SA for Event In Yzerfontein and Darling (Duathlon and Fitness Weekend)
- Proposal for S’Kaapfees event in RV, April 25-27 with headline sponsors Deli-Co and Agrimark (R300,000)
- Stillwater Events| Tourism Business Council SA for Event in Yzerfontein and Darling (Duathlon)
- Proposal for S’Kaapfees event in RV during 2026 with headline sponsors Deli-Co and Agrimark (R300,000)
- **Proposal for Swartland Olive Festival, in collaboration with SA Olive, to be hosted in RV, 27-28 Sept 2025. Proposal and budget completed. Website completed: www.swartlandolivefestival.co.za**
- Wesgro – Application for Leisure Tourism partnerships (7 Mar 2025)
- S’Kaapfees and Burning Truth Fest (2 applications)
- Fundraising Proposals submitted to ABSA, Old Mutual, Mount Royal, Deli-Co, Pellenc to secure funding for Swartland Olive Festival
- Sponsorships: Collaborated with members for gifts and vouchers for WTM, Showcase and other town events and projects to the amount of R574 635. See slide (PPP)
- **Member: Number of members recruitment in the 2024 2025 financial year: 283**
- **Allocated funds for town projects: R200 995.82**

SWARTLAND TOURISM (NPC) QUARTERLY REPORT FOR APRIL TO JUNE 2025

GOAL: To promote and support Tourism in the Swartland Municipal Area

INDICATOR NAME	DEFINITION	DESCRIPTION	TARGET	RESULTS	REMARKS
1. MARKETING	MARKETING OF THE REGION TO ATTRACT MORE TOURISTS	MARKETING STRATEGY	1 per annum	27	Q1 Revision planned for 22 Oct according to White Paper dd 4 Oct 2024 Q2 Marketing Plan Workshop with Board Members – 22 Oct 2024 Draft completed. Final approval tbd at Board Meeting on 4 Feb 2025 Q3 Final document to be presented at Board Meeting 6 May 2025 Q4 - Final revised document presented at Board Meeting 6 May 2025 - Signed SLA Agreement with SM for a three-year period commencing 1 July 2025
		ADVERTISING & PROMOTIONAL MATERIAL	4 per annum		Q1 (3) Cycle Map with dirt road trails in progress. (RV) Two new Hello Darling Info Boards at town entrances – with QR codes (Sept 2024) Q2 (9) 2nd Edition of RV Town Map: New Members update. Sent to printers in Dec 2024 RV Cycle Map completed and 1000 copies printed. Maintenance and replacement of Banners on poles in Moorreesburg 2nd Edition of M/Burg and K/berg Town Maps: New Members update. Sent to printers in Dec 2024 2nd Edition of Malmesbury Town Map: New Members update. Sent to printers in Dec 2024 Restored “Hello Darling” sign to the Welcome boards at entrances to Darling 2nd Edition of Darling Town Map: New Members update. Sent to printers in Dec 2024 Newsletter Issue #8

		EXHIBITIONS EVENTS	3 per annum	27+	Welcome Campaign: Yzerfontein Holiday Calendar Dec 2024 Swartland Joernaal advertisement Q3 (8) Revision and print of Darling Map Revision of Yzerfontein Map e-Guide: Revision and sales of Advertising space Distribution of 1000 Maps, Jan – Mar, Malmesbury Distribution of 1000 Maps, Jan – Mar, Moorreesburg & Koringberg Distribution of 1000 Maps, Jan – Mar, Riebeek Valley Distribution of 1000 Holiday Calendars – Yzerfontein Print of magnetic Map for kiosk in Yzerfontein Graphic Design of Town Map for Billboard for Riebeek Valley Compilation of Video and PowerPoint Presentation for WTM Q4 (7) Finalised the revised e-Guide incl Advertising space in readiness for WTM Africa in April 2025 Completed Billboard Map for Riebeek Valley – erected on Square on 16 May 2025 3m x 2,5m showing illustrated Map of town Finalised Video and PPP for showcasing at WTM Africa in April Compilation of packaged experiences for Tour Operators to present at WTM Africa Print and distribution of Yzerfontein Town maps Print of Outdoor Activities Poster for Yzerfontein Distribution of town maps – all towns Q1 (4) 1 x Consumer Solo Studios – Gallery 7 Art Exhibition 9-11 Aug 2024 (+1 000 visitors) 1 x Consumer Swartland Skou Moorreesburg 5-7 Sept 2024 (+10 000 visitors) 1 x Consumer Darling Wildflower Show 20-22 Sept 2024 (+3 500 visitors) Iustus Networking Event for Business owners – 28 Aug 2024 (+ 50 pax) Q2 (7) Event Organiser (GM Events) identified and preliminary meetings held from Sept – Dec 2024: Conceptualisation phase for weekend event in RV from 25 – 27 April 2025 (RV)
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				Two Art Exhibitions hosted at Gallery 7 (RV) from Oct – Dec 2024: ‘Blue’ and ‘Paper’ Collaboration with Event Organisers (RV) • NGK Riebeek West Spring Bazaar Oct 2024 (NGK RW) • SW&OR Street Party 2 Nov 2024 (SW & OR) • Xmas Tree Lighting Dec 2024 (Rotary) Collaborations with Event Organisers (Darling) • Voorkamerfest, 20 Oct 2024 • Darling Scarecrow and Gardens Weekend, 20 Oct 2024 Q3 (5) Initiate and conceptualise Swartland Olive Festival in collaboration with SA Olive to be hosted in RV 27 and 28 September with Western Cape Olive producers Initiate and conceptualise ‘S’Kaapfees in RV with main sponsor Deli-Co (2026) Collaborate with Sam Rogers and Jacques Pauw: Burning Truth Journalism Fest in RV (August 2025) Initiate and negotiate Duathlon in Darling and Yzerfontein, with Stillwater Sports (date to be determined) Attend meetings and acquire sponsorships for the Mayoral Sport Cup Attend Mayoral Sport Cup 12 and 26 Feb 2025 at Gabriel Pharoa Sports grounds Swartland Tourism Members Network Event plus Exhibition - at Meerhof 27 Feb 2025 (130 members) Launch new art exhibition at Gallery 7 – Green Painterly Scapes – 28 Mar 2025 (40 pax) Preparation for WTM Africa Expo, 9-11 April 2025 (more detail in Q4 report) Women’s Day Networking Event at Ormonde, Darling – 29 Mar 2025 Start preparations for annual Women in Tourism Day event in June 2025 Q4 (5+) Participated in WTM Africa Expo, 9-11 April 2025 at CTICC in Cape Town under the theme “Ignite Africa” and invited our members to exhibit at the ST stand Organised successful inaugural Swartland Showcase 30 June at !Khwa ttu in collaboration with Wesgro and WCDM – 34 Tour Operators and 12 Media attended
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		MEDIA	4 per annum	70	Initiate and organize the first Swartland Olive Festival in partnership with SA Olive – 27 & 28 Sept 2025 Attended the Wesgro RTO Forum in Grabouw – 24 June Attended Darling Park Close Grand Opening and a number of Community events across all towns to show support (attendance; shared social media platforms; co-branding) Q1 (12) RV Radio – 19 Aug 2024 (Riebeek Valley); 20 Sept (Darling) 26 Sept (Malmesbury); Namakwaland Radio – 21 Aug 2024 (Riebeek Valley) Radio Kansel – 30 Jul 2024 (Darling) Gazette Opening of Viewpoint, Yzerfontein Weslander Opening of Viewpoint, Yzerfontein Swartland Joernaal Opening of Viewpoint, Yzerfontein Die Burger Blombylaag, Page 4 and 5, 30 Jul 2024 Love Yzer, Darling Issue 44 (Sept – Nov 2024) Rapport – Beleef (15 Sept) – Yzerfontein Q2 (9) RV Radio 7 Oct; 10 Oct; 17 Oct; 19 Dec 2024 (Highlights Jul – Dec) Radio Namakwaland: 19 Oct; 16 Nov; 14 Dec 2024 Radio Kansel: 3 Oct 2024 Cape Talk: 3 Dec 2024 Q3 (12) Swartland Tourism Events Newsletter (31 Jan 2025) Newsflash (e-mail newsletter) x 3 (Darling, Yzerfontein and Riebeek Valley: Introduction to new Tourism Officers) Radio Namakwaland – 9 Feb 2025 (Darling) Swartland Gazette – Tienie Versfeld unveiling: 4 Mar KykNet Fiesta filming in March 2025: 3 Malmesbury members (streamed on 13 Apr 2025) Advertisement in KykNet Buite Ekspo Programme Swartland Joernaal: Swartland Advertisement 6 Mar 2025 Die Burger: Versnit Bylaag, 22 Feb 2025, pages 4-7: “Hello Darling” Meeting: Die Plattelander re Swartland Features Dié courant: “Swartland Toerisme hou netwerkgeleentheid”: 27 Mar 2025
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		SOCIAL MEDIA AND WEB PAGE	4 per month per platform	232	Q4 (37) Radio Namakwaland 30 April broadcast Radio Namakwaland 3 May broadcast Radio interview live, 93,4 FM: Yzerfontein and Swartland events Feature in Swartland Gazette – 22 April: WTM participation Featured in the digital magazine Die courant: WTM participation Special Edition: WTM Newsletter distributed by e-mail to member database and WA channels Special Edition: Swartland Showcase Newsletter (as above) Video made of Yzerfontein by 339 South Media Services Video made of the whole Swartland for WTM (339 South) Instagram video about Yzerfontein – 85k views on TikTok Created dedicated Swartland Tourism YouTube Channel (339 South) with 27 videos in total Q1 (2) Africa Unexpected – YouTube: Yzerfontein (Sept 2024) “Ek reis deur my pragtige land” – Facebook article (Sept 2024) Yzerfontein Q1 (48) Facebook: 4 feature posts x per month per town (16 x 3) Regular updating of website; posting on Facebook and Instagram platforms (see PPT for results). Weekly updates on events. Q2 (80) Facebook: 4 feature posts x per month per town (16 x 3) Regular updating of website; posting on Facebook and Instagram platforms (see PPT for results). Weekly updates on Events. Summer Campaign: Online Campaign, Facebook and Instagram – Dec 2024 (All towns posted one holiday activity per week) Themes: Oct – Dec 2024 (80 posts) Spotlight on Swartlanders (Oct 2024); Bucketlists (Nov 2024); Summer Campaign (Dec 2024) Q3 (80) Media Services Team (339 South) established Swartland YouTube channel; refreshed the Swartland Tourism website www.swartlandtourism.co.za and manages ST Facebook and Instagram: February and March 2025 Facebook themes (60 posts per month - Feb and Mar 2025: 120)
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					January: 28 Hours in ...(town) (20 posts) February: Adventure Awaits March: Taste Swartland Statistics: Jan – Mar 2025 ST Facebook statistics (includes all towns) Followers 82 016 Reach 346 004 Engagement 297 339 Likes 69 414 Instagram: 7 879 followers Website: Unique Users 25 045 Visits 34 612 Pages 372 559 Hits 1 511 749 Q4 (12 + excl actual social media posts) Hosted Social Media training workshop for all staff - 1 April, by Yzerfontein TO, with a guidelines booklet with more tips Load new members and events on website Facebook themes for social media platforms April - Taste of Swartland May - Autumn, Art & Heritage Jun - Winter Getaways & Adventure Awaits 40 posts per month -2 per week per town Regular Swartland Olive Festival Facebook posts (2 x per week) Yzerfontein Facebook reaches 10k followers Implementation and populating new Mapme Digital Map – May & June Instagram Photo competition: Autumn pics Establish dedicated WhatsApp groups for each town: members only Launch MapMe on website: https://viewer.mapme.com Launch Swartland Tourism Whatsapp Channel (All members – notification platform) Revamped website completed: www.swartlandolivefestival.co.za New logo design: Swartland Olive Festival Compiled Facebook and Instagram Communications Plan
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		EDUCATIONALS/ OUTREACH	4 per annum	19	Q1 (7) Wesgro Forum Winter School – Collaboration with WCDM, hosted in Riebeek Valley 29 – 30 Aug 2024 Marketing & Development Workshops 1, 7 and 14 Aug 2024 – Swartland Tourism Team Attend WCDM RTO Marketing & Development Workshop: 27 August (Moorreesburg); 25 Sept (Clanwilliam) Yzerfontein Dorpskuier – Outreach for Newcomers 19 Sept 2024 Q2 (4) Welcome campaign held on 13 Dec 2024 at the fish market in Yzerfontein. Outreach to 250 arrivals (vehicles - holiday-makers) Street Braai to welcome newcomers to the village and introduce them to the community: Darling, 30 Nov 2024. Performance by Pieter-Dirk Uys. Meet & Greet in RV at Knolfontein in series Meet the Farmers: Welcome newcomers to the Valley – 12 Oct 2024. 50 pax Q3 (3) Meet & Greet Newcomers, Allesverloren, Riebeek Valley – Feb 2025 (60 pax) Rotary - Riebeek Chapter Outreach: Culture Tourism development presentation at the Royal Hotel -19 Mar 2025 PPC Cement Open Day, Riebeek Valley – 20 Mar 2025 Q4 (5) Hosted Newcomers Meet & Greet 22 May at RV Wine Co (35 pax) Tourism Officers visit members once a week - upkeep existing stakeholder relations and recruiting new members Host Swartland Showcase for Tour Operators on 30 June, at !Khwa ttu – 34 TO's and 12 Media representatives, Wesgro and West Coast District Municipality Provided Village Community NGO with soup and rolls (Outreach) on 23 May – RV Attended Wesgro RTO Forum in Grabouw – 24 June
		MEETINGS	1 per month per town	85+	Q1 (15) Town Committee Meetings: Marketing and Development Projects:

		ANNUAL GENERAL MEETING (AGM)	1 per annum		Q4 (30+) Host 3 Teams Meeting per month; 1 in person meeting per month: All staff members Town Committee Meetings (all towns): Apr – Jun 2025 (x15) Hosted Board Meeting on 6 May 2025 at Darling Cellars Monthly Steering Committee Meeting with 339 South re Media Services Hosted bi-weekly Swartland Olive Festival Steering Committee meetings with SA Olive, GM Events and 339 South Arranged weekly meetings with members – recruitment purposes as well as stakeholder relations: all five towns Q1 Annual General Meeting (AGM) held at Contreberg, Darling (17 Sept 2024) Q1: Sept 2025 AGM to be hosted on 16 Sept 2025
2. DEVELOPMENT	TO GROW TOURISM IN THE SWARTLAND AND ENCOURAGE COMMUNITY INVOLVEMENT	DEVELOPMENT STRATEGY TOURISM AWARENESS WORKSHOPS	1 per annum 4 per annum	1 17	Revision planned for 14 and 22 Oct 2024 Q2 Draft completed. Final approval tbd at Board Meeting on 4 Feb 2025 Q3 Final document to be approved 6 May 2025 by the ST Board Q1 (1) Train 20 Youth to sculpt – trainer Andries Dirks, renowned sculptor. Exhibit sculptures at Gallery 7 during Solo Studios Q2 (4) Training: Induction to Governance Workshop – all staff 22 Oct 2024 Training: Workshops for Swartland Tourism Staff (2) Packaged Experiences; Use of Software for Social Media and Design Training: new Tourism Information Officer: Franco Muller Facilitate and present: Meiring Primary School Art Competition and Auction at Gallery 7 (15 learners) Infrastructure Development Plan/ Sketch for an outdoor gym have been submitted to Swartland Municipality (YF) Beautification of entrance to YF. Landscape artist; plants and irrigation completed Dec 2024

					Collaboration with 'Ek & Jy" – Clean-up of Hiking Trail in Koringberg Product Development: Revision of Heritage Route and map: Malmesbury Q3 (8) Attend 2-day South African Local Government Tourism Peer Learning Session (SALGA) in Caledon 18 & 19 Feb 2025 Organise Coffee Date 6 Feb 2025 in Riebeek Valley for Community Leaders re Tourism Awareness Workshop – 28 Mar 2025 Organise Coffee Date 13 Feb 2025 in Malmesbury for Community Leaders re Tourism Awareness Workshop to be held 24 Apr 2025 Host Tourism Awareness Workshop at POP centre in Esterhof (Riebeek Valley) – attended by 34 youth – 27 Feb 2025 Training: Three new Tourism Officers – Yzerfontein, Darling and Riebeek Valley – Feb & Mar 2025 Social media Workshops - training of Tourism Officers: 5, 10 & 31 Mar 2025 Staff Training: VAT invoices - Roelof Oosthuizen Training Workshop: 31 Mar 2025, Yzerfontein: WTM /Packages/Appointments Conceptualise and host Stoepstories at Ivy's Place in Darling - Media Services: Develop Mapme platform for all 5 towns Feb 2025 Lottoland Community Clean-up In Darling – 15 Mar 2025 Q4 (4) Attended Tourism Awareness Workshop in Malmesbury at the Museum - 24 April Participated in SMME Indaba hosted by Swartland Municipality Tourism Officers prepared Proposed Future Projects, in collaboration with Town Committees, for 2025 – 2026 Tourism Officers drew up Project Progress Reports for 20245 2025 to share at the Board Meeting - 6 May Q3 (3) Prepare to exhibit at SMME Indaba in Malmesbury hosted by Swartland Municipality – 4 April 2025 Attend and exhibit at Letsema Academy and CATHSSETA Workshop – 27 Feb 2025 (Organised by Swartland Municipality)
		ASSIST START-UP TOURISM BUSINESSES TO GROW	2 per annum	7	
			-80-		

					Develop and host Stoepstories as Culture Tourism Experience, empowering Darling community to sell the experience as tourism package. Caterers; performing artists; storytellers – 26 Feb 2025 Q4 (4) Appoint new curator for Gallery 7 in Riebeek Valley: Renovation of Gallery 7 and MIR Shop Research product development Collaborate with community leaders to develop and manufacture new products for MIR Provide a platform for inherent talent – artists and artisans
3. FINANCES	MANAGEMENT OF BUDGET	REPORTS FUNDRAISING	1 per annum 1 per quarter	Ongoing	2023-2024 Annual Financial Report presented at AGM on 17 Sept 2024 Q1Yzerfontein: Sale of Plaques at Viewpoint R49320 (Mar – Jul 2024) Yzerfontein (Aug) R800 – Plaques Yzerfontein (Sept) R3200 – Plaques Q2 Yzerfontein: Sale of Plaques at Viewpoint R61 810.00 (Oct-Dec) Welcome Campaign (YF): Calendar of events Sponsorship R18 132.50 Meet & Greet (RV) Sponsorship: R3000 Street Braai Darling Sponsorship: R2000 Negotiations & Fundraising Proposals (ongoing) Triathlon SA Tourism Business Council SA for Event In Yzerfontein and Darling (Duathlon and Fitness Weekend) Proposal for S’Kaapfees event in RV, April 25-27 with headline sponsors Deli-Co and Agrimark (R300,000) Proposal for Swartland Olive Festival endorsed by SA Olive, to be hosted in RV in September 2025 Q3 (5) Negotiations & Fundraising Proposals (continued) Stillwater Events Tourism Business Council SA for Event in Yzerfontein and Darling (Duathlon) Proposal for S’Kaapfees event in RV during 2026 with headline sponsors Deli-Co and Agrimark (R300,000)

					Proposal for Swartland Olive Festival, in collaboration with SA Olive, to be hosted in RV, 27-28 Sept 2025. Proposal and budget completed. Website completed: www.swartlandolivefestival.co.za Wesgro – Application for Leisure Tourism partnerships (7 Mar 2025) S’Kaapfees and Burning Truth Fest (2 applications) Q4 Fundraising Proposals submitted to ABSA, Old Mutual, Mount Royal, Deli-Co, Pellenc to secure funding for Swartland Olive Festival Sponsorships: Collaborated with members for gifts and vouchers for WTM, Showcase and other town events and projects to the amount of R574 635. See slide (PPP) Member: Number of members recruitment in the 2024 2025 financial year: 283 Allocated funds for town projects: R200 995.82
4. STATISTICS	TO DETERMINE BETTER MARKETING	REPORTS	12 per annum	2 Reports per office per month	Q1 (30) See Annexure Visitor Numbers Q1 5 Town Reports for Jul, Aug and Sept 2024 (15) 5 Wesgro Reports for Jul, Aug and Sept 2024 (15) Q2 5 Town Reports for Oct, Nov and Dec 2024 (15) 5 Wesgro Reports for Oct, Nov and Dec 2024 (15) Q3 5 Town Reports for Jan, Feb and Mar 2025 (15) 5 Wesgro Reports for Jan, Feb and Mar 2025 (15) Q4 5 Town Reports for Apr, May and Jun 2025 (15) 5 Wesgro Reports for Apr, May and Jun 2025 (15)
5. KPI REPORTS	REPORTING ON ALL ASPECTS OF TOURISM	REPORTS	4 per annum	4	Q1 Report – July to Sept 2024 Q1 Report to Swartland Municipality – Oct 2024

					Presented at Board Meeting in Oct 2024 Q2 Report – Oct to Dec 2024 Q2 Report to Swartland Municipality – January To present to Board Meeting on 4 Feb 2025 Q3 Report – Jan to Mar 2025 Q3 Report to Swartland Municipality – April 2025 To present to Board Meeting on 6 May 2025 Q4 Report – Apr to Jun 2025 To present to the Board Meeting 22 August 2025 Q4 Report to Swartland Municipality 15 August 2025
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Swartland Tourism NPC

(Registration Number 2022/321947/08)

**Annual Financial Statements
for the year ended 30 June 2025**



Swartland Tourism NPC

(Registration Number 2022/321947/08)

Annual Financial Statements for the year ended 30 June 2025

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The reports and statements set out below comprise the annual financial statements presented to the shareholder:

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Swartland Tourism NPC

(Registration Number 2022/321947/08)

Annual Financial Statements for the year ended 30 June 2025

General Information

Country of Incorporation and Domicile	South Africa
Nature of business and principal activities	Promotion of tourism in the Swartland area
Directors	A W Stone CG Volschenk AF Engelbrecht (Appointed 17 September 2024) NN Neethling (Appointed 17 September 2024) J Janse van Rensburg (Resigned 30 June 2025)
Registered Office	1 Church Street Malmesbury 7300
Independent Auditors	Roelof Oosthuizen Incorporated 37 Buitenkant Street Yzerfontein 7351

Independent Auditor's Report

To the Director of Swartland Tourism NPC

Opinion

We have audited the financial statements of Swartland Tourism NPC set out on pages 8 to 15, which comprise the statement of financial position as at 30 June 2025, and the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Swartland Tourism NPC as at 30 June 2025, and its financial performance and cash flows for the year then ended in accordance with the IFRS for SMEs® Accounting Standard as issued by the International Accounting Standards Board (IASB®).

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organisation in accordance with the Independent Regulatory Board for Auditors' Code of Professional Conduct for Registered Auditors (IRBA Code) and other independence requirements applicable to performing audits of financial statements in South Africa. We have fulfilled our other ethical responsibilities in accordance with the IRBA Code and in accordance with other ethical requirements applicable to performing audits in South Africa. The IRBA Code is consistent with the corresponding sections of the International Ethics Standards Board for Accountants' International Code of Ethics for Professional Accountants (including International Independence Standards). We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The directors are responsible for the other information. The other information comprises the information included in the document titled "Swartland Tourism NPC Annual Financial Statements for the year ended 30 June 2025", which includes the Directors' Report, and the supplementary information set out on pages 16 to 17. The other information does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Directors for the Financial Statements

The directors are responsible for the preparation and fair presentation of the financial statements in accordance with the IFRS for SMEs® Accounting Standard as issued by the International Accounting Standards Board (IASB®), and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the organisation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the organisation or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organisation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organisation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organisation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Roelof Oosthuizen Incorporated

22 August 2025

The Chartered Accountant (South Africa) Declaration

The following annual financial statements of Swartland Tourism NPC presented on pages 8 to 15 have been independently compiled by a Chartered Accountant (South Africa) (CA(SA)). Refer to compilation report on page 3 - 4.

Use of the CA(SA) designation is governed by the Chartered Accountants Designation (Private) Act, 1993 (Act 67 of 1993), which regulates and permits the use of the CA(SA) designation exclusively by members of The South African Institute of Chartered Accountants (SAICA). Use of the designation without SAICA membership is consequently a criminal offence, and misuse is subject to legal action.

SAICA is the premier accountancy body in South Africa and one of the leading chartered accountancy institutes in the world and all members must comply with the Code of Professional Conduct which conforms to the code released by the International Ethics Standards Board for Accountants (IESBA). The SAICA code and definitions contained therein are consistent in all material aspects with the International Federation of Accountants' (IFAC) code as well as the Independent Regulatory Board for Auditors (IRBA) code.

The following fundamental principles are embodied in the SAICA Code of Professional Conduct and are to be upheld by all CAs(SA) at all times.

- Integrity – a duty to be straightforward and honest in all professional and business relationships.
- Objectivity – a duty to not allow bias, conflict of interest or undue influence of others to override professional or business judgements.
- Professional competence and due care – a duty to maintain professional knowledge and skill at the level required to ensure that a client receives competent professional services based on current developments in practice, legislation and techniques and act diligently and in accordance with applicable technical and professional standards.
- Confidentiality – a duty to respect the confidentiality of information acquired as a result of professional and business relationships and, therefore, not disclose any such information to third parties without proper and specific authority, unless there is a legal or professional right or duty to disclose, nor use the information for the personal advantage of the chartered accountant or third parties.
- Professional behaviour – a duty to comply with relevant laws and regulations and avoid any action that discredits the accountancy profession.

A distinguishing characteristic of CAs(SA) are their responsibilities and duties which extend beyond the needs of individual clients and also includes the public as a whole.

Accordingly, this declaration serves to confirm that the above mentioned financial statements have been prepared by a CA(SA) who has observed and complied with the SAICA Code.



Roelof Oosthuizen Incorporated

22 August 2025

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Annual Financial Statements for the year ended 30 June 2025

Director's Responsibilities and Approval

The director is required to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. These financial statements have been prepared in accordance with the IFRS for SMEs® Accounting Standard as issued by the International Accounting Standards Board (IASB®) and it is their responsibility to ensure that the annual financial statements satisfy the financial reporting standards as to form and content and present fairly the statement of financial position, results of operations and business of the organisation, and explain the transactions and financial position of the business of the organisation at the end of the financial year. The annual financial statements are based upon appropriate accounting policies consistently applied throughout the organisation and supported by reasonable and prudent judgements and estimates.

The director acknowledges that they are ultimately responsible for the system of internal financial control established by the organisation and place considerable importance on maintaining a strong control environment. To enable the director to meet these responsibilities, the director sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the organisation and all employees are required to maintain the highest ethical standards in ensuring the organisations business is conducted in a manner that in all reasonable circumstances is above reproach.

The focus of risk management in the organisation is on identifying, assessing, managing and monitoring all known forms of risk across the organisation. While operating risk cannot be fully eliminated, the organisation endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The director is of the opinion, based on the information and explanations given by management that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss. The going-concern basis has been adopted in preparing the financial statements. Based on forecasts and available cash resources the director has no reason to believe that the organisation will not be a going concern in the foreseeable future. The financial statements support the viability of the organisation.

The financial statements have been audited by the independent auditing firm, Roelof Oosthuizen Incorporated, who have been given unrestricted access to all financial records and related data, including minutes of all meetings. The director believes that all representations made to the independent auditor during the audit were valid and appropriate. The external auditors' unqualified audit report is presented on pages 3 to 4.

The annual financial statements as set out on pages 8 to 15 were approved by the director on 22 August 2025 and were signed on its behalf by:



A W Stone

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Annual Financial Statements for the year ended 30 June 2025

Director's Report

The director present their report for the year ended 30 June 2025.

1. Review of activities

Main business and operations

The principal activity of the organisation is the promotion of tourism in the Swartland area and there were no major changes herein during the year.

The operating results and statement of financial position of the organisation are fully set out in the attached financial statements and do not in our opinion require any further comment.

2. Going concern

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

3. Events after reporting date

All events subsequent to the date of the annual financial statements and for which the applicable financial reporting framework require adjustment or disclosure have been adjusted or disclosed.

No such events have been identified.

4. Authorised and issued share capital

No changes were approved or made to the authorised or issued share capital of the company during the year under review.

5. Independent Auditors

Roelof Oosthuizen Incorporated were the independent auditors for the year under review.

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Statement of Financial Position

Figures in R	Notes	2025	2024
Assets			
Non-Current Assets			
Property, plant and equipment	3	26,505	47,275
		26,505	47,275
Current Assets			
Trade and other receivables	4	49,166	19,285
Cash and cash equivalents	5	415,662	558,797
		464,828	578,082
Total Assets		491,333	625,357
Reserves and Liabilities			
Reserves			
Retained earnings		338,111	508,322
		338,111	508,322
Current Liabilities			
Trade and other payables	6	153,222	117,035
		153,222	117,035
Total Reserves and Liabilities		491,333	625,357

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Statement of Comprehensive Income

Figures in R	2025	2024
Revenue	1,792,464	1,828,496
Other income	1,140	50,984
Operating costs	(2,004,503)	(2,149,385)
Operating deficit	(210,899)	(269,905)
Finance income	42,082	52,209
Interest	(1,394)	(1,595)
Deficit for the year	(170,211)	(219,291)

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Statement of Changes in Reserves

Figures in R	Accumulated surplus	Total
Balance at 1 July 2023	727,613	727,613
Total comprehensive income for the year		
Deficit for the year	(219,291)	(219,291)
Total comprehensive income for the year	<u>(219,291)</u>	<u>(219,291)</u>
Balance at 30 June 2024	<u>508,322</u>	<u>508,322</u>
Balance at 1 July 2024	508,322	508,322
Total comprehensive income for the year		
Deficit for the year	(170,211)	(170,211)
Total comprehensive income for the year	<u>(170,211)</u>	<u>(170,211)</u>
Balance at 30 June 2025	<u>338,111</u>	<u>338,111</u>

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Statement of Cash Flows

Figures in R	Note	2025	2024
Cash flows used in operating activities			
Deficit for the year		(170,211)	(219,291)
<i>Adjustments for:</i>			
Finance costs		1,394	1,595
Depreciation of tangible assets		20,770	17,783
Investment income		(42,082)	(52,209)
Operating cash flow before working capital changes		(190,129)	(252,122)
<i>Working capital changes</i>			
Increase in trade and other receivables		(29,881)	(15,187)
Increase in trade and other payables		36,187	111,212
Net cash flows used in operations		(183,823)	(156,097)
Investment income		42,082	52,209
Finance costs		(1,394)	(1,595)
Net cash flows used in operating activities		(143,135)	(105,483)
Property, plant and equipment acquired	3	-	(23,408)
Net decrease in cash and cash equivalents		(143,135)	(128,891)
Cash and cash equivalents at beginning of the year		558,797	687,688
Cash and cash equivalents at end of the year	5	415,662	558,797

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Accounting Policies

1. General information

Swartland Tourism NPC is a non-profit organisation.

2. Summary of significant accounting policies

These annual financial statements have been prepared in accordance with the IFRS for SMEs Accounting Standard as issued by the International Accounting Standards Board. The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

2.1 Revenue recognition

Revenue comprises the fair value of the consideration received or receivable for the sale of goods and services in the ordinary course of the organisation's activities. Revenue is shown net of value-added tax, returns, and discounts.

2.1.1 Services revenue

The services rendered are recognised as revenue.

2.2 Government grants

Grants from the government are recognised at their transaction value.

2.3 Property, plant and equipment

Items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it.

Depreciation is charged so as to allocate the cost of assets less their residual values over their estimated useful lives, using the straight-line method. The following rates are used for the depreciation of property, plant and equipment:

Plant and equipment	33.00%
Office equipment	20.00%
IT equipment	33.33%

2.4 Trade and other receivables

Trade receivables are recognised at the transaction value.

2.5 Cash and cash equivalents

Cash and cash equivalents includes cash on hand, demand deposits and other short-term highly liquid investments with original maturities of three months or less. Bank overdrafts are shown in current liabilities on the statement of financial position.

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Accounting Policies

Summary of significant accounting policies continued...

2.6 Trade payables

Trade payables are recognised at the transaction value.

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Notes to the Annual Financial Statements

Figures in R	2025	2024
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3. Property, plant and equipment

	Cost	Accumulated depreciation	2025 Carrying value	Cost	Accumulated depreciation	2024 Carrying value
Owned assets						
Plant and equipment	5	-	5	5	-	5
Office equipment	12,341	3,486	8,855	12,341	1,018	11,323
IT equipment	54,912	37,267	17,645	54,912	18,965	35,947
	67,258	40,753	26,505	67,258	19,983	47,275

The carrying amounts of property, plant and equipment can be reconciled as follows:

	Carrying value at beginning of year	Additions	Disposals	Depreciation	2025 Carrying value at end of year
Owned assets					
Plant and equipment	5	-	-	-	5
Office equipment	11,323	-	-	(2,468)	8,855
IT equipment	35,947	-	-	(18,302)	17,645
	47,275	-	-	(20,770)	26,505

	Carrying value at beginning of year	Additions	Disposals	Depreciation	2024 Carrying value at end of year
Owned assets					
Plant and equipment	5	-	-	-	5
Office equipment	-	12,341	-	(1,018)	11,323
IT equipment	41,645	11,067	-	(16,765)	35,947
	41,650	23,408	-	(17,783)	47,275

4. Trade and other receivables

Trade debtors	20,555	19,285
Value Added Taxation	28,611	-
	49,166	19,285

5. Cash and cash equivalents

Favourable cash balances		
Cash on hand	-	340
Current account	52,523	149,837
Savings account	363,139	408,620
	415,662	558,797

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Notes to the Annual Financial Statements

Figures in R	2025	2024
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6. Trade and other payables

Accrued liabilities	99,310	106,362
Trade creditors	53,912	10,673
	<u>153,222</u>	<u>117,035</u>

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Detailed Income Statement

Figures in R	Note	2025	2024
Gross Revenue		1,792,464	1,828,496
E-Guide advertising		20,500	-
Events		22,000	-
Fees received		200,970	188,911
Fundraiser		28,478	51,644
Grant income		1,513,986	1,579,500
Net sales - Made In Riebeeck		5,426	2,364
Rent received		1,104	6,077
Other Income		43,222	103,193
Donations received		1,140	50,984
Investment income		42,082	52,209
Total Income		1,835,686	1,931,689

Swartland Tourism NPC

(Registration Number 2022/321947/08)

Financial Statements for the year ended 30 June 2025

Detailed Income Statement

Figures in R	Note	2025	2024
Expenditure		2,005,897	2,150,980
Accounting fees		47,292	39,098
Accounting fees - prior year		-	17,250
Advertising		53,571	25,412
Auditors' remuneration		21,200	21,362
Bank charges		7,233	6,527
Compensation fund		8,529	18,455
Computer expenses		5,168	6,773
Consulting fees		8,634	19,792
Depreciation	3	20,770	17,783
Donations		12,500	-
E-Commerce		188,566	91,624
Educationals		17,932	27,950
Entertainment		-	800
Festivals and shows		155,693	96,077
Functions and meetings		49,933	34,689
Insurance		8,955	2,909
Interest and penalties - SARS		1,394	1,595
Internet expenses		13,737	15,655
Marketing and promotions		13,145	89,779
Office expenses		17,366	19,773
Printing and stationery		20,739	8,625
Projects		172,695	269,560
Repairs and maintenance		-	1,550
Salaries		1,050,487	1,116,091
Salaries - prior year bonuses		-	71,983
Subscriptions		32,886	-
Telephone and fax		24,325	28,924
Training		3,391	29,467
Travel		49,756	47,489
Website management		-	23,988
Deficit for the year		(170,211)	(219,291)



Verslag Φ Ingxelo Φ Report

Office of Director: Corporate Services
31 October 2025

9/1/3/2

ITEM 7.7 OF THE AGENDA OF AN EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

ONDERWERP: SWARTLAND TOERISME: OPRIGTING VAN FOTORAAM TE HOOFSTRAND, YZERFONTEIN
SUBJECT: SWARTLAND TOURISM: INSTALLATION OF PHOTO FRAME AT MAIN BEACH, YZERFONTEIN

1. BACKGROUND

- 1.1 Attached hereto as **ANNEXURE A** is a proposal by Swartland Tourism, in partnership with Mac Properties, for the installation of a '*New Tourism Frame Landmark and Photo Opportunity in Yzerfontein*', at Main Beach, Yzerfontein..
- 1.2 At the management meeting held 25 July 2025, in-principle support was expressed for the initiative, subject to the applicants providing:
 - a maintenance plan;
 - written confirmation that the owners of nearby erven 1, 2 and 3 were consulted.
- 1.3 Despite efforts by the Tourism Office to contact the property owners, their homes were unoccupied. Notices were left at their premises and displayed publicly at the Yzerfontein Sports Club, inviting comment. Emails were also sent to the owners with full project details. No responses were received by the stipulated deadline.
- 1.4 Subsequent to public notice, two written objections (from the owners of erven 1, 2 and 3) were received, summarized as follows:
 - Concern that the photo frame will obstruct sea views and also cause a noise nuisance with 'the crowds it will attract';
- 1.5 Both objections were tabled and discussed at the Yzerfontein Tourism Town Committee Meeting on 2 October 2025, as recorded in the minutes (**ANNEXURE B**).

2. CONSIDERATION OF OBJECTIONS BY TOURISM COMMITTEE

- 2.1 The Tourism Committee considered the objections alongside extensive positive community feedback.
- 2.2 The minutes reflect that public participation had been completed through notices and letters to affected parties. The additional social media engagement initiated by Tourism members yielded over 27 calls of support from local residents and businesses.

2.3/...

- 2.3 Safety concerns were assessed and addressed. Mr Neale Africa and councillor Michael Rangasamy confirmed that no safety issues exist regarding the proposed site and that the location offers sufficient space for visitors to take photographs without affecting pedestrian or vehicular movement.
- 2.4 It was further confirmed that: The frame will be privately funded by Mac Properties, requiring no municipal expenditure; The designed and colours align with Yzerfontein's branding (Blue tones and coastal motifs); The structure will beautify the area, enhance destination marketing, and contribute to community pride; and the installation site will not obstruct ocean views from the promenade but rather frame them as a photographic landmark.

3. DISCUSSION OF OBJECTIONS

- 3.1 The objections, though noted, are not sufficient grounds to deny the installation of a public tourism enhancement project that has overwhelming community and business support.
- 3.2 The frame is designed to promote tourism visibility and encourage visitor engagement. It aligns with the Municipality's strategic goal of strengthening local tourism economies and improving the visual identity of public spaces.
- 3.3 Based on the Tourism Committee's recommendation and public participation outcomes, approval is recommended under the conditions below.

4. LEGISLATION

- 4.1 The erection of the frame will be subject to approval of building plans in accordance with the National Building Regulations.
- 4.2 The Outdoor Advertising and Signage By-law does not apply, as the frame does not constitute commercial advertising. The Mac Properties logo is an acknowledgement of sponsorship, comparable to donor recognition plaques on public amenities.

5. FINANCIAL IMPLICATIONS

There are no financial implications for the Municipality. Funding and installation will be fully borne by Mac Properties, including maintenance for the first term as agreed with Yzerfontein Tourism.

6. RECOMMENDATION

- 6.1 That approval be granted for the installation of a photo frame at Main Beach, Yzerfontein;
- 6.2 That cognisance be taken that all public participation requirements have been met and that objections were duly considered and addressed;
- 6.3 That it be confirmed that the installation is in the public interest and contributes positively to tourism promotion, community identity, and economic development;
- 6.4 That the following conditions be imposed:
- Building plans to be submitted to the Municipality for approval before installation;
 - Installation to be done in consultation with the Civil Engineering Services Directorate to prevent damage to paving or infrastructure;
 - Maintenance of the frame to be undertaken by Yzerfontein Tourism as per their plan;
 - A disclaimer to be affixed to the frame regarding public use; and

- Third-party signage to be limited to acknowledgement of the sponsor (Mac Properties), the size and place of which to be approved by the Municipality.

6. **AANBEVELING**

- 6.1 Dat goedkeuring verleen word vir die oprigting van 'n fotoraam by Hoofstrand, Yzerfontein;
- 6.2 Dat kennis geneem word dat alle vereistes vir openbare deelname nagekom is en dat besware behoorlik oorweeg en aangespreek is;
- 6.3 Dat bevestig word dat die oprigting in die openbare belang is en positief bydra tot toerismebevordering, gemeenskapsidentiteit en ekonomiese ontwikkeling;
- 6.4 Dat die volgende voorwaardes opgelê word:
- Bouplanne moet aan die Munisipaliteit voorgelê word vir goedkeuring voordat oprigting plaasvind;
 - Oprigting moet geskied in oorleg met die Direktooraat Siviele Ingenieursdienste Direktooraat om skade aan plaveisel of infrastruktuur te voorkom;
 - Onderhoud van die raam moet deur Yzerfontein Toerisme onderneem word volgens hul plan;
 - 'n Vrywaring moet op die raam aangebring word met betrekking tot openbare gebruik; en
 - Derdepartye se reklame moet beperk word tot erkenning van die borg (Mac Properties), waarvan die grootte en ligging deur die Munisipaliteit goedgekeur moet word.

(sgd) M S Terblanche
MUNICIPAL MANAGER

Proposal for Installation of a New Tourism Frame Landmark and Photo Opportunity in Yzerfontein

Yzerfontein Tourism, in partnership with Mac Properties, proposes the installation of a new tourism photo frame at Main Beach. This frame would serve as an iconic spot where visitors can take photos with a scenic Yzerfontein backdrop, promoting the town as a must-visit destination on the West Coast.

Inspiration:



Purpose and Motivation

Tourism frames have proven successful in other towns and cities, offering the following benefits:

Increased Visitor Engagement

- Frames encourage visitors to stop, take photos, and share them on social media, increasing organic marketing reach for Yzerfontein.
- They create a memorable experience for tourists, adding value to their visit.

Destination Branding and Awareness

- Branded frames with “Yzerfontein” and relevant hashtags serve as a visual reminder of the town and promote brand awareness.
- They position Yzerfontein as a vibrant, visitor-friendly destination, helping to attract new markets and repeat visits.
- The frame will be blue to tie in with the colours associated with Yzerfontein.

Support for Local Economy

- Increased tourism visibility drives foot traffic to local businesses, including eateries, accommodation providers, and shops.
- Visitors often plan stops around photo opportunities, extending their time spent in town.

Community Pride

- Frames contribute to placemaking, beautifying public spaces and instilling pride among residents in their town’s unique identity.

Swartland Tourism NPC Registration number: 2022/321947/08

1 Church Street, Malmesbury, 7300 +27 (0)22 487 1133 marketing@swartlandtourism.co.za www.swartlandtourism.co.za



Funding

This project will be privately funded by Mac Properties, who have committed to covering the full cost of the frame, installation, and initial maintenance, with no financial outlay required from the municipality.

We believe this new tourism frame will enhance Yzerfontein's appeal as a destination, align with regional tourism goals, and contribute positively to the local economy and community pride.

We look forward to your support in bringing this project to life and remain available to discuss any requirements to move forward.

Size: 1700mm x 2500mm

Location: Main Beach, Yzerfontein, 7351. At the end of the main beach parking lot.

ERF: 495

Please see photos below for reference:



Swartland Tourism NPC Registration number: 2022/321947/08

1 Church Street, Malmesbury, 7300

+27 (0)22 487 1133

marketing@swartlandtourism.co.za

www.swartlandtourism.co.za

Yzerfontein

Hello Darling

Moorreesburg
& Koringberg

-107-

Riebeek Valley

Malmesbury



These temporary bike racks can be repositioned. They are not permanent structures.



Frame can be placed 1m away from the railing, and there is 7m space in front of the frame (between the frame and the carpark). More than enough space for visitors to stand and take photos without interfering with the carpark.



Design:



Swartland Tourism NPC Registration number: 2022/321947/08

1 Church Street, Malmesbury, 7300 +27 (0)22 487 1133 marketing@swartlandtourism.co.za www.swartlandtourism.co.za

Yzerfontein

Hello Darling

Moorreesburg
& Koringberg

-109-

Riebeek Valley

Malmesbury



MINUTES OF THE YZERFONTEIN TOURISM TOWN COMMITTEE MEETING HELD AT VISHUIS, 46 MAIN RD, YZERFONTEIN, ON 2 OCTOBER 2025, FROM 9AM-12PM.

* Some information has been redacted from these minutes for confidentiality purposes.

1 Welcome

HB welcomes all the attendees, including our guests.

2 Attendance:

Henk Bruwer, HB

Pierre Els, PE

Ben Tromp, BT

Antoinette Terblanche, AT

Kiara Dewrance, KD

Frieda Henning, FH (Ad-Hoc)

Alan Collinge, AC (guest)

Brigitte Erdmann, BE (guest)

Adré Rheeder, AR (ST board member)

Neale Africa, NA (guest)

Michael Rangasamy, MR (guest)

Apologies:

Rupert Joone, RJ (Ad-Hoc)

Braam van Tubbergh (guest)

Michael Daiber, MD (Ad-Hoc)

8 Projects:

8.1 Progress Report and Implementation of Projects FY25-26

- **Large Tourist Frame collaboration w/Mac Properties.** HB presented the group with an overview of the project, outlining its benefits and objectives. He also addressed the concern letter received from Mary Ann, a local resident who opposes the erection of the frame.
NA and MR joined the meeting to specifically discuss this project. MR highlighted the importance of tourism for Yzerfontein, noting that as a growing town, we need to cater to diverse markets and individuals. NA confirmed that he has no safety concerns regarding the project and expressed his support, describing it as an example of responsible tourism.
MR and NA provided clarification regarding public participation in tourism projects. They explained that although two objections were received, decisions cannot be made

by a minority on behalf of the entire town; this is the responsibility of the Committee. They confirmed that public participation for this project has been completed through the letters sent by Tourism and SM to affected parties. The additional steps taken by MR, including posting about the project on Facebook and WhatsApp, were intended for further research and feedback gathering.

After considering all input, including the strong positive feedback received via Facebook and from local businesses (MR notes 27 private calls that were received in support of this, the Tourism Town Committee has decided to proceed with the Frame project as planned, with the location confirmed for Main Beach. KD will update SM and our partners at Mac Properties and proceed with the next steps.

End.



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Koporatiewe Dienste
20 Oktober 2025
12/1/3/1-8/1
Ward 9

ITEM 7.8 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

SUBJECT:	LEASE OF THE TOWER SITUATED ON A PORTION OF ERF 7156 JAKARANDA STREET MALMESBURY TO THE ILINGE LETHU NEIGHBOURHOOD WATCH (ACCREDITATION NO. DCS15/18/1103)
ONDERWERP:	VERHURING VAN DIE TORING GELEË OP 'N GEDEELTE VAN ERF 7156 JAKARANDASTRAAT MALMESBURY AAN DIE ILINGE LETHU BUURTWAG (AKKREDITASIE NR. DCS15/18/1103)

1. BACKGROUND / AGTERGROND

- 1.1 Erf 7156 Malmesbury is municipal property situated in Jakaranda Street. It accommodates the Malmesbury Entrepreneurial Hub, a tower and public toilets (see enclosed locality map marked **Annexure A1** and google street view image marked **Annexure A2**).
- 1.2 An application has been received from the Ilinge Lethu Neighbourhood Watch for the leasing of the tower to operate from (see enclosed letter marked **Annexure B**). The Ilinge Lethu Neighbourhood Watch is an accredited organisation, which was approved on 07 August 2025, noting that accreditation will lapse on 13 July 2027 (see enclosed proof of accreditation marked **Annexure C**). The Neighbourhood watch is keen to start with their operations.
- 1.3 The proposed lease was presented to the Management Team and no objections were noted.
- 1.4 The report is therefore submitted to obtain approval for the lease of the tower to the Ilinge Lethu Neighbourhood Watch for operation of a neighbourhood watch for a period of one year.

2. LEGISLATION / WETGEWING

Council's By-law relating to the Transfer of Municipal Capital Assets, PG 7394 of 2015, as well as the Municipal Asset Transfer Policy (2014), authorise the municipality to – in accordance with its operational needs and strategic objectives – among others –

- lease capital assets on a long- or short-term by way of negotiation or public competition;
- subject to the provisions of the MATR (Municipal Asset Transfer Regulations), subsidised sale prices or rental rates in respect of capital assets may be determined [Section 4(d) and (e) of By-law].

The policy itself stipulates that immovable property is leased only at market-related prices, unless otherwise determined by the plight of the poor, the public interest as well as the operational and strategic objectives of the municipality. More specifically, this project is embedded in the strategic objectives of the municipality, as mentioned in paragraph 3.

3. LINKING TO THE INTEGRATED DEVELOPMENT PLAN / KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

3.1/...

This project is directly linked to the Integrated Development Plan as:

- Strategic Goal 1: Community safety and wellbeing

4. FINANCIAL IMPLICATIONS/ FINANSIËLE IMPLIKASIE

The Municipality will receive an annual rental of R120.00 excluding VAT.

5. RECOMMENDATION

5.1 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 the tower, situated on a portion of Erf 7156 Malmesbury, Jakaranda Street, Wesbank, approximately 230m² in extent to the Ilinge Lethu Neighbourhood Watch (accreditation no. dcs15/18/1103), subject to the standard conditions of lease and the following further conditions:

5.1.1 That the lease will endure for a period of one year from 01 December 2025 to 30 November 2026;

5.1.2 That a lease amounting to R120.00 per annum, excluding VAT be levied;

5.1.3 That no service consumption charges, deposit or service installation charges be payable;

5.1.4 That the minor and internal maintenance works and upkeep be undertaken by and at the cost of the lessee; and

5.1.5 That the larger maintenance works/upgrading of the facility be undertaken by and at the cost of the municipality.

5.2 That in terms of paragraph 13.1.3 of the Asset Transfer Policy, it be recorded that the Ilinge Lethu Neighbourhood Watch will satisfy a priority need in the community by facilitating the provision of a safe environment for the community.

5. AANBEVELING

5.1 Dat in terme van Regulasie 34 van Munisipale Bate Oordrag Regulasie, saamgelees met die Munisipale Bate Oordrag Beleid (2014), goedkeuring verleen word vir die verhuring van die toring, geleë op 'n gedeelte van Erf 7156 Malmesbury, Jakarandastraat, Wesbank, ongeveer 230m² groot aan die Ilinge Lethu Buurtweg (akkreditasie nr. dcs15/18/1103), onderworpe aan die standaard voorwaardes asook die volgende voorwaardes:

5.1.1 Dat die verhuring vir 'n tydperk van een jaar sal duur vanaf 01 Desember 2025 tot 30 November 2026;

5.1.2 Dat huurgeld ten bedrae van R120.00 per jaar, BTW uitgesluit verhaal word;

5.1.3 Dat diensteverbruik sowel as diensteaansluitings/deposito nie betaalbaar sal wees nie;

5.1.4 Dat geringe en interne instandhoudingswerk van die fasiliteit deur en op koste van die huurder onderneem word; en

5.1.5 Dat die groter instandhoudings- en opgraderingswerk deur en op koste van die Munisipaliteit onderneem word.

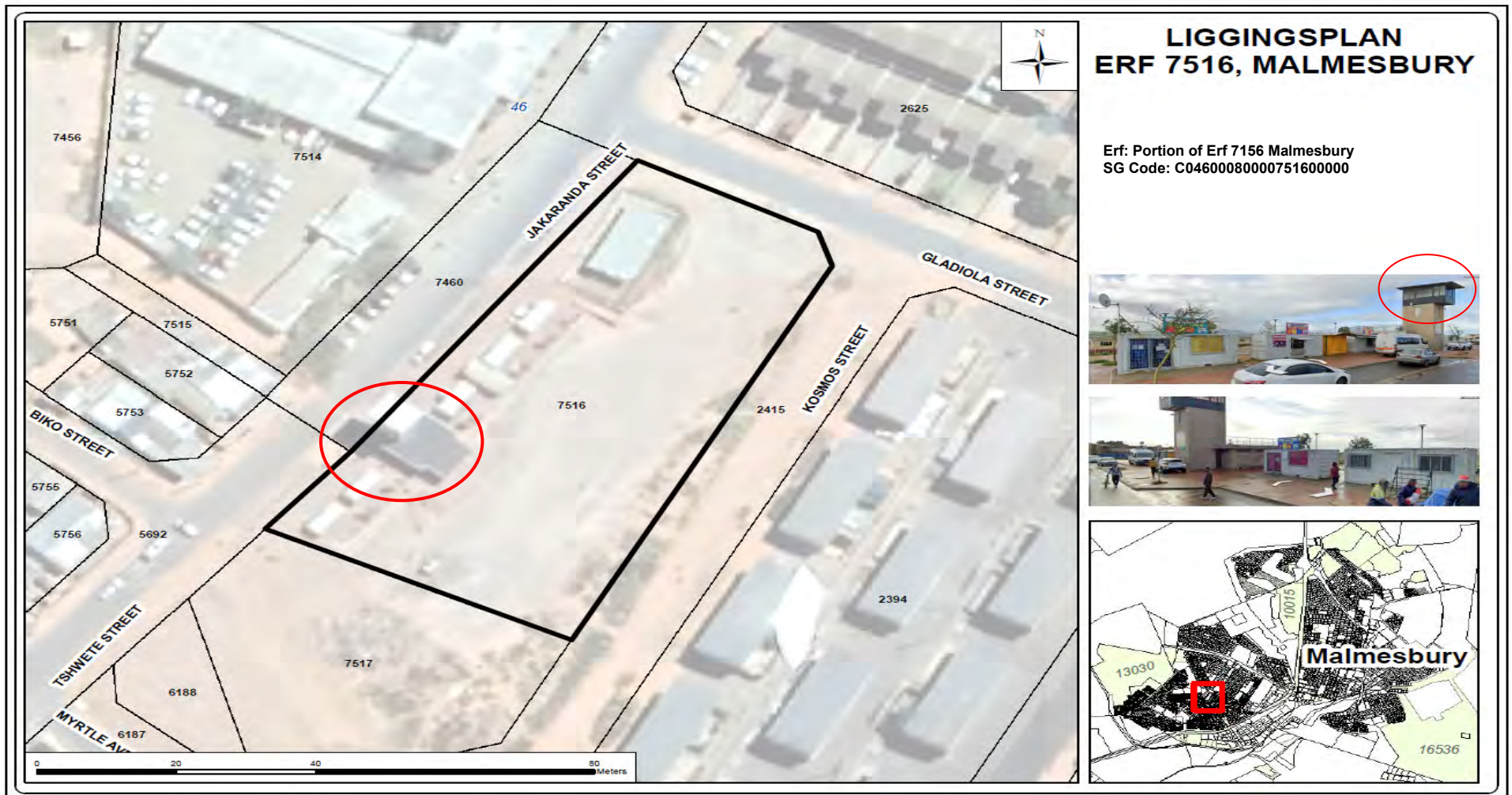
5.2/...

- 5.2 Dat, ingevolge paragraaf 13.1.3 van die Bate Oordrag Beleid, dit geboekstaaf word dat die Ilinge Lethu Buurtweg 'n prioriteitsbehoefte in die gemeenskap sal bevredig, deur die voorsiening van 'n veilige omgewing te fasiliteer.

(get) M S Terblanche

MUNICIPAL MANAGER

ANNEXURE A1: LOCALITY MAP





ANNEXURE B: APPLICATION LETTER FROM ILINGE LETHU NEIGHBOURWOOD WATCH



To whom it may concern

Dear sir /Madam

This letter serves as a proof of accreditation by NHW (neighborhood watch structure) that's currently operating within the community of Ilingethu Malmesbury to fight various kinds of crime in collaboration with other stake holders like CFP SAPS , under the chairperson Mr Sibongile Mbenyana.

We are applying for a lease agreement from municipality to utilize the entrepreneur tower which is situated in Saspaak. The aim is to use this tower for our operations and also as a meeting point for neighborhood watch people committee.

We are committed to take a full responsibility about the tower .

We are hoping that this recommendation letter Will assist us to the acknowledgement of this request.

Kindly regards

S Mbenyana chairman of NHW team

Contact details 0724847660

Email: sibongilembenyana609@gmail.com

Sibongile Mbenyana
NHW Coordinator
Cell: 0724847660
Email: sibongilembenyana609@gmail.com

ANNEXURE C: ACCREDITATION CERTIFICATE



**NEIGHBOURHOOD
WATCH**

This serves to confirm that

ILINGELETHU

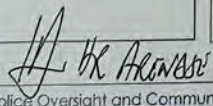
NEIGHBOURHOOD WATCH

is hereby officially accredited by the Western Cape Department of
Police Oversight and Community Safety (POCS).

This accredited NHW shall operate in accordance with the
Code of Conduct for Accredited NHWs (June 2016).

This Accredited NHW shall operate in the area as defined by the following boundaries:

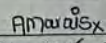
Area defined by: • N7 • R315 • Valk Street • Chris Hani Street • Alfa Street		Accreditation Number: DCS 15/18/1103 Expiry Date: 13 July 2027
--	--	--



Head of Police Oversight and Community Safety

7/8/25

Date



Minister of Police Oversight and Community Safety

This Certificate of Accreditation is issued in terms of Regulation 4(2) (r) of the regulations issued in terms of the Western Cape Community Safety Act, 2013 (Act 3 of 2013) (the Community Safety Act).



**Western Cape
Government**
FOR YOU



ITEM 7.9 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEE- VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

SUBJECT:	LEASE OF MUNICIPAL BUILDINGS SITUATED ON PORTIONS OF ERF 13044 WESBANK SPORTSGROUNDS, MALMESBURY TO THE MALMESBURY WEIGHTLIFTING CLUB
ONDERWERP:	VERHURING VAN 'N GEDEELTE VAN MUNISIPALE GEBOU GELEË OP 'N GEDEELTE VAN ERF 13044 TE WESBANK SPORTGRONDE, MALMESBURY AAN DIE MALMESBURY WEIGHTLIFTING CLUB

1. BACKGROUND / AGTERGROND

- 1.1 Erf 13044 is municipal property situated at the Wesbank Sportsgrounds in Alfa Street, Malmesbury. It currently comprises of facilities such as rugby fields, netball and tennis courts, ablution facilities, including cloakrooms, club houses, a gymnasium and a building accommodating the Malmesbury Weightlifting Club, indicated on **Annexure A1**.
- 1.2 The Malmesbury Weightlifting Club was established in 2011 and since then are utilising a portion of a building adjacent to the pavillion on the far western side thereof (see enclosed images marked **Annexure A2**). This club is a community based organisation and does not charge any membership fees. It only does fundraising when it is required to raise funds for members participating in bigger competitions. The members practice daily from 17h00 to 19h00 and interested is growing. The club has yielded a female South African champion for the age group of 14 years.
- 1.3 The building is approximately 60m² in extent and equipped with a shower and toilet facility, within the building.
- 1.4 The Municipal Parks, Recreation & Sports Section has no objection to the proposed lease and confirmed that the maintenance works of the leased facility is undertaken by and at the cost of the municipality.
- 1.6 The report is therefore submitted to obtain approval for the lease of a portion of the municipal building at the Wesbank Sportsgrounds to the Malmesbury Weightlifting Club for a period of one year.

2. LEGISLATION / WETGEWING

Council's By-law relating to the Transfer of Municipal Capital Assets, PG 7394 of 2015, as well as the Municipal Asset Transfer Policy (2014), authorise the municipality to – in accordance with its operational needs and strategic objectives – among others –

- lease capital assets on a long- or short-term by way of negotiation or public competition;
- subject to the provisions of the MATR (Municipal Asset Transfer Regulations), subsidised sale prices or rental rates in respect of capital assets may be determined [Section 4(d) and (e) of By-law].

The policy itself stipulates that immovable property is leased only at market-related prices, unless otherwise determined by the plight of the poor, the public interest as well as the operational and strategic objectives of the municipality. More specifically, this project is embedded in the strategic objectives of the municipality, as mentioned in paragraph 3.

3. LINKING TO THE INTEGRATED DEVELOPMENT PLAN / KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

This project is directly linked to the Integrated Development Plan as:

- Strategic Goal 1: Community safety and wellbeing
- Strategic Goal 4: A healthy and sustainable environment

4. FINANCIAL IMPLICATIONS/ FINANSIËLE IMPLIKASIE

The Municipality will receive an annual rental of R120.00 excluding VAT and the maintenance of the facility will be undertaken by and at the cost of the municipality.

5. RECOMMENDATION

- 5.1 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 a portion of the municipal building, situated on a portion of Erf 13044 Malmesbury at the Wesbank Sportsgrounds, Alfa Street to the Malmesbury Weightlifting Club, subject to the standard conditions of lease and the following further conditions:

5.1.1 That the lease will endure for a period of one year from 01 December 2025 to 31 December 2026;

5.1.2 That a lease amounting to R120.00 per annum, excluding VAT be payable;

5.1.3 That no service consumption charges are payable;

5.1.4 That the minor and internal maintenance works and upkeeping be undertaken by and at the cost of the lessee; and

5.1.5 That the larger maintenance works/upgrading of the facility be undertaken by and at the cost of the municipality;

- 5.2 That in terms of paragraph 13.1.3 of the Asset Transfer Policy, it be recorded that the Malmesbury Weightlifting Club will satisfy a priority need in the community by accommodating members who are practicing weightlifting and those that may want to pursue this sport.

5. AANBEVELING

- 5.1 Dat in terme van Regulasie 34 van Munisipale Bate Oordrag Regulasie, saamgelees met die Munisipale Bate Oordrag Beleid (2014), goedkeuring verleen word vir die verhuring van 'n gedeelte van die munisipale gebou, geleë op 'n gedeelte van Erf 13044 Malmesbury by die Wesbank Sportgronde, Alfastraat aan die Malmesbury Weightlifting Club, onderworpe aan die standaard voorwaardes asook die volgende voorwaardes:

5.1.1 Dat die verhuring vir 'n tydperk van een jaar sal duur vanaf 01 Desember 2025 tot 31 Desember 2026;

5.1.2 Dat huurgeld ten bedrae van R120.00 per jaar, BTW uitgesluit, betaalbaar gaan wees;

5.1.3 Dat geen diensteverbruikheffings betaalbaar sal wees nie; en

5.1.4 Dat geringe en interne instandhoudingswerk van die fasiliteit deur en op koste van die huurder onderneem word;

5.1.5 Dat die groter instandhoudings- en opgraderingswerk deur en op koste van die Munisipaliteit onderneem word.

5.2/...

- 5.2 Dat, ingevolge paragraaf 13.1.3 van die Bate Oordrag Beleid, dit geboekstaaf word dat die Malmesbury Weightlifting Club 'n prioriteitsbehoefte in die gemeenskap bevredig, deurdat dit lede akkommodeer wat gewigoptel beoefen asook diegene wat moontlik aan die sport wil deelneem.

(get) M S Terblanche

MUNICIPAL MANAGER

ANNEXURE A1: LOCALITY MAP



**ANNEXURE A2: LAYOUT PLAN –
MALMESBURY WEIGHT LIFTING CLUB**





Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Koporatiewe Dienste
20 Oktober 2025
17/9/2/2-8
Ward 8

ITEM 7.10 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

SUBJECT:	RENEWAL OF THE LEASE OF MUNICIPAL BUILDINGS SITUATED ON PORTIONS OF ERF 13044 WESBANK SPORTSGROUNDS, MALMESBURY TO THE MALMESBURY PHYSICAL & CULTURE CLUB
ONDERWERP:	HERNUWING VAN VERHURING VAN 'N GEDEELTE VAN MUNISIPALE GEBOU GELEË OP 'N GEDEELTE VAN ERF 13044 TE WESBANK SPORTGRONDE, MALMESBURY AAN DIE MALMESBURY PHYSICAL & CULTURE CLUB

1. BACKGROUND / AGTERGROND

- 1.1 Erf 13044 is municipal property situated at the Wesbank Sportsgrounds in Alfa Street, Malmesbury. It currently comprises of facilities such as rugby fields, netball and tennis courts, ablution facilities, including cloakrooms, club houses, a building accommodating the Malmesbury Weightlifting Club and the gymnasium leased to the Malmesbury Physical & Culture Club.
- 1.2 The Malmesbury Physical & Culture Club has been in existence for about 50 years and offer body building, power lifting and fitness and has been using the gymnasium for about 10 years. The club operates from Mondays to Fridays from 09h00-20h00 and on some Saturdays from 09h00 to 12h00 depending on whether there are not any rugby fixtures scheduled. The gymnasium is located near the entrance at Roos Street (see enclosed locality map marked **Annexure A1** and images marked **Annexure A2**).
- 1.3 The building is approximately 230m² in extent and equipped with bathroom facilities and an open area where the gym equipment owned by the club are located.
- 1.4 The Municipal Parks, Recreation & Sports Section has no objection to the proposed lease and confirmed that the maintenance works of the leased facility is undertaken by and at the cost of the municipality.
- 1.6 The report is therefore submitted to obtain approval for the lease of a portion of the municipal building at the Wesbank Sportsgrounds to the Malmesbury Physical & Culture for a further period of three years.

2. LEGISLATION / WETGEWING

Council's By-law relating to the Transfer of Municipal Capital Assets, PG 7394 of 2015, as well as the Municipal Asset Transfer Policy (2014), authorise the municipality to – in accordance with its operational needs and strategic objectives – among others –

- lease capital assets on a long- or short-term by way of negotiation or public competition;
- subject to the provisions of the MATR (Municipal Asset Transfer Regulations), subsidised sale prices or rental rates in respect of capital assets may be determined [Section 4(d) and (e) of By-law].

The policy itself stipulates that immovable property is leased only at market-related prices, unless otherwise determined by the plight of the poor, the public interest as well as the operational and strategic objectives of the municipality. More specifically, this project is embedded in the strategic objectives of the municipality, as mentioned in paragraph 3.

3. LINKING TO THE INTEGRATED DEVELOPMENT PLAN / KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

This project is directly linked to the Integrated Development Plan as:

- Strategic Goal 1: Community safety and wellbeing
- Strategic Goal 4: A healthy and sustainable environment

4. FINANCIAL IMPLICATIONS/ FINANSIËLE IMPLIKASIE

The Municipality will receive an annual rental of R120.00 excluding VAT and will escalate on the basis of CPI from year 2. Maintenance of the facility will be undertaken by and at the cost of the municipality.

5. RECOMMENDATION

5.1 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 a portion of the municipal building, situated on a portion of Erf 13044 Malmesbury at the Wesbank Sportsgrounds, Alfa Street, approximately 230m² in extent to the Malmesbury Physical & Culture Club, subject to the standard conditions of lease and the following further conditions:

5.1.1 That the lease will endure for a period of three years from 01 January 2026 to 31 December 2028;

5.1.2 That a lease amounting to R120.00 per annum, excluding VAT be levied in respect of year 1, subject to escalation based on the Consumer Price Index (CPI) from year 2;

5.1.3 That no service consumption charges are payable;

5.1.4 That the minor and internal maintenance works and upkeep be undertaken by and at the cost of the lessee; and

5.1.5 That the larger maintenance works/upgrading of the facility be undertaken by and at the cost of the municipality.

5.2 That in terms of paragraph 13.1.3 of the Asset Transfer Policy, it be recorded that the Malmesbury Physical & Culture Club will satisfy a priority need in the community by accommodating members who are practicing weightlifting and those that may want to pursue this sport.

5. AANBEVELING

5.1 Dat in terme van Regulasie 34 van Munisipale Bate Oordrag Regulasie, saamgelees met die Munisipale Bate Oordrag Beleid (2014), goedkeuring verleen word vir die verhuring van 'n gedeelte van die munisipale gebou, geleë op 'n gedeelte van Erf 13044 Malmesbury by die Wesbank Sportgronde, Alfastraat, ongeveer 230m² groot aan die Malmesbury Physical & Culture Club, onderworpe aan die standaard voorwaardes asook die volgende voorwaardes:

5.1.1 Dat die verhuring vir 'n tydperk van drie jaar sal duur vanaf 01 Januarie 2026 tot 31 Desember 2028;

5.1.2 Dat huurgeld ten bedrae van R120.00 per jaar, BTW uitgesluit ten opsigte van jaar 1 verhaal word, onderhewig aan eskalasie bereken op die Verbruikersprysindeks (VPI) vanaf jaar 2;

5.1.3 Dat geen diensteverbruikheffings betaalbaar sal wees nie;

5.1.4 Dat geringe en interne instandhoudingswerk van die fasiliteit deur en op koste van die huurder onderneem word; en

- 5.1.5 Dat die groter instandhoudings- en opgraderingswerk deur en op koste van die Munisipaliteit onderneem word.
- 5.2 Dat, ingevolge paragraaf 13.1.3 van die Bate Oordrag Beleid, dit geboekstaaf word dat die Malmesbury Physical & Culture Club 'n prioriteitsbehoefte in die gemeenskap bevredig, deurdat dit lede akkommodeer wat gewigoptel beoefen asook diegene wat moontlik aan die sport wil deelneem.

(get) M S Terblanche

MUNICIPAL MANAGER

ANNEXURE A1: LOCALITY MAP



**ANNEXURE A2: PHOTOGRAPHS OF
THE GYMNASIUM**





Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste

31 October 2025

Ward 1

17/9/2/R

ITEM 7.11 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

SUBJECT:	PROPOSED RENEWAL OF LEASE OF A PORTION OF REMAINDER ERF 1383, MOORREESBURG SITUATED IN EERSTELAAN FOR TO DOLFYNTJIES BEWAARSKOOL FOR EARLY CHILDHOOD DEVELOPMENT PURPOSES
ONDERWERP:	VOORGESTELDE HERNUWING VAN HUUR VAN DIE RESTANT VAN ERF 1383 MOORREESBURG, GELEË IN EERSTELAAN AAN DOLFYNTJIES BEWAARSKOOL VIR VROEË KINDERONTWIKKELINGSDOELEINDES

1. BACKGROUND / AGTERGROND

- 1.1 Remainder Erf 1383 Morreesburg situated in Eerstelaan, Hooikraal, Moorreesburg is municipal property with three buildings erected thereon. The subject property is measuring approximately 8549m² in extent (see enclosed locality map marked **Annexure A1** and images of the buildings marked **Annexure A2**).
- 1.2 A portion of Remainder Erf 1383 Moorreesburg, measuring approximately 5077.89m² in extent has been leased to the Dolfyntjies Bewaarskool for about 18 years (hereinafter referred to as the ECDC), noting that the previous renewal of lease was approved by the Mayoral Committee on 13 June 2023 for a period of three years. The lease period will lapse on 31 December 2025.
- 1.3 The ECDC has confirmed that it wishes to continue leasing the subject property for purposes of an early childhood development centre (see enclosed letter **Annexure B**).
- 1.4 The ECDC has been in operation for approximately 19 years since it was established in 2006 and three crèches, namely Feetjieland, Korrelkorreltjies and Sonneblombekkie's has amalgamated with Dolfyntjies Bewaarskool. The ECDC accommodates 157 children and the buildings have been incorporated into 8 classes, accommodating 12 children from the age groups from 1 - 24 months and 147 children from age group 2-6 years. In addition there are office space for administrative duties, a staff room, play room, bathroom facilities, storage space and a kitchen in two of the buildings for preparation of food. The space available on the premises have been incorporated as a play area for the children. The ECDC is a registered partial care facility (see enclosed copy of the registration certificate marked **Annexure C**).
- 1.5 Due to the ECDC still being in operation, utilising the buildings for operation of the ECDC and the buildings and grounds being in a good clean condition, the renewal of the lease is therefore recommended.
- 1.6 The report is therefore submitted to obtain approval from the Mayoral Committee for the renewal of the lease of the subject property for a period of three years to Dolfyntjies Bewaarskool at an annual rental of R120.00 (VAT excluded) for operation of an ECDC.

2. LEGISLATION / WETGEWING

Council's By-law relating to the Transfer of Municipal Capital Assets, PG 7394 of 2015, as well as the Municipal Asset Transfer Policy (2014), authorises the municipality to – in accordance with its operational needs and strategic objectives – among others –

2./...

- lease capital assets on a long- or short-term by way of negotiation or public competition;
- subject to the provisions of the MATR (Municipal Asset Transfer Regulations), subsidised sale prices or rental rates in respect of capital assets may be determined [Section 4(d) and (e) of By-law].

The policy itself stipulates that immovable property is leased only at market-related prices, unless otherwise determined by the plight of the poor, the public interest as well as the operational and strategic objectives of the municipality. More specifically, this project is embedded in the strategic objectives of the municipality, as mentioned in paragraph 3.

3. LINKING TO THE INTEGRATED DEVELOPMENT PLAN / KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

This project is directly linked to the Integrated Development Plan as:

- Strategic Goal 1: Community safety and wellbeing

4. FINANCIAL IMPLICATIONS/ FINANSIËLE IMPLIKASIE

The Municipality will receive an annual rental of R120.00 (VAT excl.) for year 1 and R120.00 per annum, excluding VAT, subject to escalation based on the Consumer Price Index (CPI) from year 2 and service consumption will be also be paid by the lessee.

5. AANBEVELING

5.1 Dat, in terme van Regulasie 34 van Munisipale Bate Oordrag Regulasie, saamgelees met die Munisipale Bate Oordrag Beleid (2014), goedkeuring verleen word vir die hernuwing van die verhuring van 'n gedeelte van Restant van Erf 1383 Hooikraal, Moorreesburg, geleë te Eerstelaan, ongeveer 5077.89m² groot, aan Dolfyntjies Bewaarskool, onderworpe aan die standaard huurvoorwaardes asook die volgende verdere voorwaardes:

- 5.1.1 Dat die huurtermyn vir 'n tydperk van drie jaar vanaf 01 Januarie 2026 tot 31 Desember 2029 sal duur;
- 5.1.2 Dat huurgeld ten bedrae van R120.00 per jaar, BTW uitgesluit ten opsigte van jaar 1 verhaal word, onderhewig aan eskalاسie bereken op die Verbruikersprysindeks (VPI) vanaf jaar 2;
- 5.1.3 Dat die huurder verantwoordelik sal wees vir betaling van diensteverbruik;
- 5.1.4 Dat die eiendom slegs aangewend word as 'n vroeë kinderontwikkelingsentrum en vir geen ander doel nie; en
- 5.1.5 Dat daar aan alle administratiewe, tegniese en regsvereistes voldoen word;

5.2 Dat, ingevolge paragrafe 13.1.1 van die Bate Oordrag Beleid, kennis geneem word dat die verhuring by wyse van direkte onderhandelinge geskied, gegewe die huurder vanaf 2007 'n historiese eiendomsreg deur die Munisipaliteit verleen was vir aanwending daarvan as 'n vroeë kinderontwikkelingsentrum, en het die huurder sedertdien alle verantwoordelikhede en verpligtinge in terme van die ooreenkoms nagekom.

5. RECOMMENDATION

5.1 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 Remainder Erf 1383, Hooikraal, Moorreesburg, situated Eerstelaan, measuring approximately 5077.89m² in extent, to Dolfyntjies Bewaarskool, subject to the standard conditions of lease and the following further conditions:

- 5.1.1 That the lease period will endure for a period of three years, from 01 January 2026 to 31 December 2029;

- 5.1.2 That a lease amounting to R120.00 per annum, excluding VAT be levied in respect of year 1, subject to escalation based on the Consumer Price Index (CPI) from year 2;
- 5.1.3 That service consumption charges will be payable by the lessee;
- 5.1.3 That the property be used only for early childhood development purposes and for no other purpose; and
- 5.1.5 That all administrative, technical and legal requirements be adhered to.
- 5.2 That, in terms of paragraphs 13.1.1 of the Municipal Asset Transfer Policy, it be noted that the lease is by way of direct negotiations, given that the tenant was granted a historic property right by the Municipality since 2007 for the use thereof as an early childhood development centre, and the tenant has since fulfilled all responsibilities and obligations in terms of the agreement.

(get) M S Terblanche

MUNICIPAL MANAGER

ANNEXURE A1: LOCALITY MAP



Building 1



Building 2



Building 3



Play area



REFERENCE NUMBER: C 20197

FORM 12

CERTIFICATE OF RENEWAL OF REGISTRATION OF A PARTIAL CARE FACILITY
(Regulation 15)
[SECTION 83 OF THE CHILDREN'S ACT, ACT 38 OF 2005]

It is hereby certified that:

- ☐ the following partial care facility has been registered in terms of S.82 of the Act
- ☐ the following partial care facility has been conditionally registered in terms of S.83 of the Act
- ☒ the registration of the following partial care facility has been renewed in terms of S.82 of the Act
- ☐ the registration of the following partial care facility has been conditionally renewed in terms of S.83 of the Act
- ☐ the reinstatement of the following partial care facility has been approved in terms of S.84 of the Act

ON: 11 October 2024

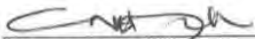
Name of partial care facility: **Dolfyntjies Bewaarskool**
Physical address of partial care facility: **First Avenue
Hooikraal
Moorreesburg
7310**

The validity of this registration expires on: **10 October 2029**
(The renewal of the registration certificate remains the responsibility of the applicant)

The partial care facility is registered subject to the following conditions indicating the maximum number of children that may be accommodated:

Indicate Registration Level	Type of Partial Care Facility	Maximum number of children that may be accommodated
Full Registration	Crèche Educare Centre	12 (1-24 months) 145 (2-6 years)

Minimum age of admission: **1 month**Maximum age of admission: **6 years**Hours of operation: **07h00 – 17h00 (Monday-Friday)****The registration is subject to the following additional conditions: N/A**


Provincial Head: WCED

Date of issue: 11 October 2024



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste

03 November 2025

Ward 3

12/2/4-12/1

ITEM 7.12 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

SUBJECT:	PROPOSED RENEWAL OF LEASE OF A PORTION OF 163, VOORTREKKER ROAD RIEBEEK WEST TO SOUTH AFRICAN POST OFFICE LIMITED FOR OPERATION OF PRIVATE MAILBOXES
ONDERWERP:	VOORGESTELDE HERNUWING VAN HUUR VAN 'N GEDEELTE VAN ERF 163, VOORTREKKERWEG RIEBEEK-WES AAN DIE SUID-AFRIKAANSE POSKANTOOR BEPERK VIR DIE BEDRYF VAN PRIVAAT POSBUSSE

1. BACKGROUND / AGTERGROND

- 1.1 Erf 163 Riebeek West situated on the corner of Van Riebeek Street and Voortrekker Road, is municipal property, measuring approximately 4303.2m² in extent (see enclosed locality map marked **Annexure A**). It accommodates the town hall, library and municipal office. In addition, the one office measuring approximately 130m² in extent is being leased to Ms Kriegler for operation of a post office agency, which was previously operated by the South African Post Office (hereinafter referred to as SAPO Limited) as a post office for numerous years. The private mailboxes have been installed in the wall of this office ever since and are still being used by members of the public.
- 1.2 The Mayoral Committee on 16 November 2022 granted approval for the renewal of the lease of a portion of Erf 163 Riebeek West for the operation of private mailboxes for a period of three years, which lease will lapse on 31 December 2025.
- 1.3 The current annual rental amounts to R494.39 (VAT excluded) per annum.
- 1.4 SAPO Limited confirmed that they wish to continue leasing the space for a further period of three years.
- 1.5 The rental for the renewal period will be R524.05 per annum (6% escalation included per annum and VAT excl.).
- 1.6 The report is therefore submitted to obtain approval from the Mayoral Committee for the proposed renewal of the lease for a further period of three years to SAPO Limited.

2. LEGISLATION / WETGEWING

Council's By-law relating to the Transfer of Municipal Capital Assets, PG 7394 of 2015, as well as the Municipal Asset Transfer Policy (2014), authorises the municipality to – in accordance with its operational needs and strategic objectives – among others –

- lease capital assets on a long- or short-term by way of negotiation or public competition;
- subject to the provisions of the MATR (Municipal Asset Transfer Regulations), subsidised sale prices or rental rates in respect of capital assets may be determined [Section 4(d) and (e) of By-law].

The policy itself stipulates that immovable property is leased only at market-related prices, unless otherwise determined by the plight of the poor, the public interest as well as the operational and strategic objectives of the municipality. More specifically, this project is embedded in the strategic objectives of the municipality, as mentioned in paragraph 3.

3. LINKING TO THE INTEGRATED DEVELOPMENT PLAN / KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

This project is directly linked to the Integrated Development Plan as:

- Strategic Goal 5: Connected and innovative local government

4. FINANCIAL IMPLICATIONS/ FINANSIËLE IMPLIKASIE

The Municipality will receive an annual rental of R524.05 (6% escalation included and VAT excl.) for year 1 of the renewal period. See below annual rental for the three year lease period.

LEASE TERM	ANNUAL RENTAL	6% ESCALATION PER ANNUM	TOTAL ANNUAL RENTAL (VAT EXCL.)	15 % VAT - AMOUNT	TOTAL ANNUAL RENTAL (VAT INCL.)
1 January 2026 – 31 December 2026	R494.39	R29.66	R524.05	R78.60	R602.65
1 January 2027 – 31 December 2027	R524.05	R31.44	R555.49	R83.32	R638.81
1 January 2028 – 31 December 2028	R555.49	R33.32	R588.81	R88.32	R677.13

5. AANBEVELING

5.1 Dat, in terme van Regulasie 34 van Munisipale Bate Oordrag Regulasie, saamgelees met die Munisipale Bate Oordrag Beleid (2014), goedkeuring verleen word vir die hernuwing van die verhuring van 'n gedeelte van Erf 163, Riebeeck-Wes, op die hoek van Van Riebeeckstraat en Voortrekkerweg, aan Suid-Afrikaanse Poskantoor Beperk, onderworpe aan die standaard huurvoorwaardes asook die volgende verdere voorwaardes:

- 5.1.1 Dat die huurtermyn vir 'n tydperk van drie jaar vanaf 01 Januarie 2026 tot 31 Desember 2028 sal duur;
- 5.1.2 Dat huurgeld ten bedrae van R524.05 (6% eskalasie en BTW uitgesluit) betaalbaar sal wees;
- 5.1.3 Dat geen diensteverbruik betaalbaar sal wees deur die huurder nie;
- 5.1.4 Dat die eiendom slegs aangewend word vir die bedryf van privaat posbusse en vir geen ander doel nie; en
- 5.1.5 Dat daar aan alle administratiewe, tegniese en regsvereistes voldoen word;

5.2 Dat, ingevolge paragrafe 13.1.1 en 13.1.3 van die Bate Oordrag Beleid, die eiendom by wyse van direkte onderhandelinge verhuur word, aangesien die eiendom vantevore verhuur was aan die huurder, met die inagneming dat die huurder 'n belangrike diens aan die gemeenskap van Riebeeck-Wes lewer ten opsigte van die voorsiening van privaat posbusse.

5. RECOMMENDATION

5.1 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 a portion of Erf 163, Riebeeck West, situated on the corner of Van Riebeeck Street and Voortrekker Road, to South African Post Office Limited, subject to the standard conditions of lease and the following further conditions:

- 5.1.1 That the lease period will endure for a period of three years, from 01 January 2026 to 31 December 2028;
- 5.1.2 That a lease amounting to R524.05 (6% escalation per annum and VAT excluded) be payable;
- 5.1.3 That no payment for service consumption be payable by the lessee;

- 5.1.4 That the property be used only for operation of private mailboxes and for no other purpose; and
- 5.1.5 That all administrative, technical and legal requirements be adhered to;
- 5.2 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 the provision of private mailboxes.

(get) M S Terblanche

MUNICIPAL MANAGER

ANNEXURE A: LOCALITY MAP





Verslag Φ Ingxelo Φ Report

Kantoor van die Direkteur: Korporatiewe Dienste
10 November 2025

12/1/2-3

ITEM 7.13 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

SUBJECT : RENEWAL OF RENTAL OF ERF 478 DARLING FROM JF & KJ KIRSTEN TRUST FOR PURPOSES OF OPERATING A FIRE SERVICES STATION

ONDERWERP: HERNUWING VAN HUUR VAN ERF 478 DARLING VAN JF & KJ KIRSTEN TRUST VIR DOELEINDES OM 'N BRANDWEERSTASIE TE BEDRYF

1. BACKGROUND/AGTERGROND

- 1.1 The Mayoral on 19 April 2023 approved the rental of Erf 478 Darling from JF & KJ Kirsten Trust for purposes of operating a fire service station in Darling. The subject property is situated in Tulbach Street, measuring approximately 639.4m² in extent.
- 1.2 The Municipality has been leasing the subject property since 2023.
- 1.3 The current rental agreement will lapse on 30 June 2026 and the Fire Services Department confirmed that they wish to extend the renting of the subject property for a further period of 3 years as the need for providing fire services from the subject property remains unchanged.
- 1.4 The Development Management Department has confirmed that the temporary departure to use the property as a fire services station is valid until 15 May 2028. The owner has indicated that he will attend to the required land use approvals at his costs to ensure that the required land use approvals are obtained prior to the expiration of the current approval.
- 1.5 The report is therefore submitted to obtain approval for the renting of Erf 478 Darling for a lease term of three years for operation of a fire services station.

2. FINANCIAL IMPLICATIONS / FINANSIËLE IMPLIKASIE

- 2.1 The Municipality will be responsible for payment of rental as well as for service consumption in respect of water and electricity.
- 2.2 The rental in terms of the current rental agreement has been calculated as stipulated below:

Lease Term	Rental	CPI + 1%	Total Monthly Rental
01 February 2023 - 30 June 2024	R8500.00	n/a	R8500.00
01 July 2024 - 30 June 2025	R8500.00	6.3 (5.3% CPI rate + 1%)	R9035.50
01 July 2025 to 30 June 2026	R9035.50	3.8 (2.8% CPI rate + 1%)	R9378.00

- 2.3 The total payments for water and electricity consumption from September 2025 – November 2025 ranged from between R1 144.29 (being the lowest) – R 1646.38 (being the highest).
- 2.4 The proposed rental for the renewal period (three year lease term) will include the following:
 - 01 July 2026 to 30 June 2027 a rental of **R9378.00** per month plus 1%, plus inflation rate as at 30 June 2026;

2.4/...

- 01 July 2027 to 30 June 2028 an amount of the previous year's monthly rental plus 1%, plus inflation rate as at 30 June 2027;
- 01 July 2028 to 30 June 2029 an amount of the previous year's monthly rental plus 1%, plus inflation rate as at 30 June 2028;

3. RECOMMENDATION

- 3.1 That approval be granted to exercise the option to renew the rental agreement with the JF & KJ Kirsten Trust for the use of Erf 478 Darling, situated in Tulbach Street, measuring approximately 639.4m² in extent for accommodation to operate a fire service station from, for a further period of three years as from 01 July 2026 to 30 June 2029, with an option to renew the rental;
- 3.2 That a monthly rental as stipulated below be payable to JF & KJ Kirsten Trust from vote number 9/232-954-2932 (Rent Offices: Fire Services):
- 01 July 2026 to 30 June 2027 a rental of R9378.00 per month plus 1%, plus inflation rate as at 30 June 2026;
 - 01 July 2027 to 30 June 2028 an amount of the previous year's monthly rental plus 1%, plus inflation rate as at 30 June 2027;
 - 01 July 2028 to 30 June 2029 an amount of the previous year's monthly rental plus 1%, plus inflation rate as at 30 June 2028;
- 3.3 That payment for water and electricity consumption be payable by the Municipality;
- 3.4 That JF & KJ Kirsten Trust attend to the required land use rights approvals prior to the temporary departure approval lapsing on 15 May 2028; and
- 3.5 That the existing conditions of lease remain unchanged.

3. AANBEVELING

- 3.1 Dat goedkeuring verleen word om die opsie vir hernuwing uit te oefen met betrekking tot die huurooreenkoms met JF & KJ Kirsten Trust vir die gebruik van Erf 471 Darling vir akkommodasie om 'n brandweerstasie te bedryf vir 'n verdere tydperk van drie jaar vanaf 01 Julie 2026 tot 30 Junie 2029, met 'n opsie om die huurooreenkoms te hernu;
- 3.2 Dat 'n maandelikse huurbedrag soos hieronder uiteengesit betaalbaar sal wees aan JF & KJ Kirsten Trust en vereffen word vanuit posnommer 9/232-954-2932 (Huur van Kantore: Brandweerdienste):
- 01 Julie 2026 tot 30 Junie 2027 'n huurbedrag van R9378.00 per maand plus 1%, plus inflasiekoers soos teen 30 Junie 2026 bepaal;
 - 01 Julie 2027 tot 30 Junie 2028 'n huurbedrag van die vorige jaar per maand plus 1%, plus inflasiekoers soos teen 30 Junie 2027 bepaal;
 - 01 Julie 2028 tot 30 Junie 2029 'n huurbedrag van die vorige jaar per maand plus plus 1%, plus inflasiekoers soos teen 30 June 2028 bepaal;
- 3.3 Dat betaling vir water en elektrisiteit gebruik betaalbaar sal wees deur die Munisipaliteit;
- 3.4 Dat die nodige grondgebruiksregte goedkeuring deur en op koste van JF & KJ Kirsten verkry word alvorens die tydelike grondgebruik op 15 Mei 2028 verval; en
- 3.5 Dat die bestaande huurvoorwaardes onveranderd bly.

(get) M S Terblanche
MUNICIPAL MANAGER

ANNEXURE A: LOCALITY MAP



ITEM 7.14 ON THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE WHICH WILL BE HELD ON OF 19 NOVEMBER 2025.

ONDERWERP: UITSTAANDE DEBITEURE – OKTOBER 2025 SUBJECT: OUTSTANDING DEBT – OCTOBER 2025
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1. AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION

Die bylae hierby aangeheg reflekteer die besonderhede van Swartland Munisipaliteit se uitstaande debiteure vir die tydperk Oktober 2025 en is saamgestel uit die volgende verslae:-

The schedule attached hereto reflects the particulars of Swartland Municipality's outstanding debt for the period and is composed of the following reports.

- a) Outstanding debt (before levy) Residential / Business / Government / Personnel / Council Members
- b) Outstanding debt (before levy) 150 days and older
- c) Outstanding debt (before levy) 150 days and older - Legal Suite
- d) Outstanding debt (before levy) 150 days and older - Collab
- e) Statistics Cut-Off List

2. WETGEWING / LEGISLATION

- 2.1 Wet op Plaaslike Regering: Munisipale Stelsels Wet 32 van 2000
- 2.2 Local Government: Municipal Finance Management Act 56 of 2003

3. KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP

For purposes of Revenue Protection with reference to Strategic Outcome 1: A Financial Sustainable Municipality with well Maintained Assets in terms of Chapter 7 of the IDP, more specifically Output 1.1.2 – Maintain and Improve on Debt Collection.

4. FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION

- 4.1 Die uitstaande debiteure vir September 2024 R58 155 806 beloop terwyl die uitstaande debiteure vir Oktober 2024 R48 241 744 beloop het en was 'n vermindering van R9 914 062.
- 4.2 Die uitstaande debiteure vir September 2025 R55 710 248 beloop terwyl die uitstaande debiteure vir Oktober 2025 R57 869 202 beloop - 'n vermeerdering van R2 158 954.
- 4.3 Die uitstaande debiteure vir Oktober 2024 R48 241 744 beloop terwyl die uitstaande debiteure vir Oktober 2025 R57 869 202 - 'n vermeerdering van R9 627 458 in uitstaande debiteure.
- 4.4 Die uitstaande debiteure vir Oktober 2025 is 6.86% van die inkomste uit dienste voor die nuwe maand se heffing terwyl die uitstaande debiteure vir Oktober 2024, 5.72% is van die inkomste uit dienste voor die nuwe maand se heffing.

5. **AANBEVELING / RECOMMENDATION**

Dat die Raad kennis neem van die verslag aangaande die stand van Swartland Munisipaliteit se uitstaande debiteure vir Oktober 2025.

That Council takes cognizance of the report with reference to the state of the outstanding debtors of Swartland Municipality for October 2025.

(get) M Bolton

M BOLTON
DIREKTEUR: Finansiële Dienste

OUTSTANDING DEBTORS (FUTURE EXCLUDED) MONTH END RESIDENTIAL - BUSINESS - GOVERNMENT STAFF - COUNCILLOR OCT 2025									2025/2026 OUTSTANDING DEBTORS AS % OF TOTAL BUDGETED SERVICE CHARGES	2024/2025 OUTSTANDING DEBTORS AS % OF TOTAL BUDGETED SERVICE CHARGES
Months	Deviation same month of corresponding months of the previous year. (-) is a positive number	Total Debt	Residential	Business	Government	Staff	Councillors	Comments	R 968 415 007	R 843 841 136
July-24	R 8 582 930	R 48 659 937	R 41 440 303	R 2 921 795	R 4 295 375	R 2 464	R 6 847	EFT payments day after month end received amounted to R2 012 534,51 (OTM account) and R0.00 (Sundries account). The businesses outstanding amounted to R2 921 795,34 Staff outstanding in the amount of R2463,96 Three (3) Staff member have outstanding accounts. 2 x Pre-Paid electricity & 1 vacant plot - 1 Councillors in arrears to the amount of R 6 847,34 - The Government outstanding amounted to R4 295 374,77 as a result of annual rates. The amount of R 0,0 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		5,77%
Aug-24	R 9 110 540	R 50 523 010	R 43 908 410	R 2 941 777	R 3 659 221	R 13 603	R 1 375	EFT payments day after month end received amounted to R1 429 470,15 (OTM account) and R0.00 (Sundries account). The businesses outstanding amounted to R2 941 777 Staff outstanding in the amount of R13 602,62 Four (4) Staff member have outstanding accounts. 2 x Pre-Paid electricity & 1 rates account, and 1 x Eskom area - 1 Councillor in arrears to the amount of R1 375,21 - The Government outstanding amounted to R3 659 221 as a result of annual rates. The amount of R 611 563,48 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		5,99%
Sep-24	R 15 227 644	R 58 155 806	R 47 336 980	R 8 935 137	R 1 880 680	R 3 009	R 3 716	EFT payments day after month end received amounted to R2 080 716,99 (OTM account) and R5 626 321,07 (Sundries account). The businesses outstanding amounted to R8 935 136,87 Staff outstanding in the amount of R3 008,84 Four (4) Staff members have outstanding accounts. 2 x Pre-Paid electricity & 2 rates account, and - 2 Councillors in arrears to the amount of R 3716,08 - The Government outstanding amounted to R1 880 679,96 as a result of annual rates. The amount of R 650 060,80 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,89%
Oct-24	R 295 508	R 48 241 744	R 46 834 121	R 2 834 682	R -1 429 827	R 2 768	R 846	EFT payments day after month end received amounted to R1 349 987,63 (OTM account) and R0 (Sundries account). The businesses outstanding amounted to R2 834 682,15 Staff outstanding in the amount of R2 767,89 , Three (3) Staff members have outstanding accounts. 2 x Pre-Paid electricity & 1 rates account, and - 1 Councillor in arrears to the amount of R 846,43 - The Government outstanding amounted to -R1 429 827,23 as a result of annual rates. The amount of R 93 074,14 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		5,72%
Nov-24	R 1 636 590	R 51 005 913	R 48 100 847	R 2 949 005	R -53 240	R 9 301	R 3 073	EFT payments day after month end received amounted to R1 707 071,93 (OTM account) and R0 (Sundries account). The businesses outstanding amounted to R2 949 005,10 Staff outstanding in the amount of R9 301 , Four (4) Staff members have outstanding accounts. 1 x Pre-Paid electricity, 1 x Conventional, 1 X Eskom & 1 rates account, and - 3 Councillors in arrears to the amount of R 3 073 - The Government outstanding amounted to -R53 240,46 as a result of annual rates paid in advance. The amount of R 63 359,04 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,04%
Dec-24	R 8 211 987	R 55 797 427	R 50 782 712	R 3 720 208	R 1 290 522	R 3 984	R 4 274	EFT payments day after month end received amounted to R1 241 706,42 (OTM account) and R0 (Sundries account). The businesses outstanding amounted to R3 720 208,20 Staff outstanding in the amount of R3983,97 , One (1) Staff member have outstanding accounts, 1 X Eskom account, and - 2 Councillors in arrears to the amount of R 4 273,68 - The Government outstanding amounted to R1 290 522,45 as a result of annual rates and service charges. The amount of R0,00 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,61%
Jan-25	R 4 653 600	R 58 020 476	R 53 782 654	R 3 688 628	R 545 275	R 3 920	R 6 916	EFT payments day after month end received amounted to R954 787,37 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R3 688 627,65 Staff outstanding in the amount of R3919,70 , Four (4) Staff members have outstanding accounts. 2 x Pre-Paid electricity, 1 X Eskom & 1 rates account, and - Four (4) Councillors in arrears to the amount of R 6 916,17 - The Government outstanding amounted to R545 274,60 as a result of annual rates and service charges. The amount of R21 272,46 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,88%

Feb-25	R	-3 360 379	R	50 855 566	R	46 687 957	R	2 677 325	R	1 490 284	R	-	R	6 077	EFT payments day after month end received amounted to R 838 369,80 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R2 677 325,04 Three (3) Councillors in arrears to the amount of R 6 076,97 - The Government outstanding amounted to R1 490 284,14 as a result of annual rates and service charges. The amount of R11 768,75 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,03%
Mar-25	R	7 501 556	R	55 342 949	R	50 075 777	R	2 830 961	R	2 432 825	R	3 386	R	2 194	EFT payments day after month end received amounted to R 1 578 848,09 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R2 830 961,24 Staff outstanding in the amount of R3 385,59 , Two (2) Staff members have outstanding accounts. 1 x Pre-Paid electricity, 1 X Eskom , and One (1) Councillor in arrears to the amount of R 2 194,21 - The Government outstanding amounted to R2 432 825,11 as a result of annual rates and service charges. The amount of R2 005 435,68 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,56%
Apr-25	R	12 489 035	R	62 850 875	R	52 815 539	R	4 642 543	R	5 382 780	R	10 013	R	-	EFT payments day after month end received amounted to R 2 323 518,86 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R4 642 542,64 Staff outstanding in the amount of R10 013,03 , Three (3) Staff members have outstanding accounts. 1 x Pre-Paid electricity, 2 X Eskom , - The Government outstanding amounted to R5 382 779,99 as a result of annual rates and service charges. The amount of R544 329,54 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		7,45%
Mei-25	R	8 277 959	R	60 154 784	R	52 678 364	R	2 611 172	R	4 865 248	R	-	R	-	EFT payments day after month end received amounted to R 1 712 428,28 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R2 611 172,17 ,- The Government outstanding amounted to R4 865 248,14 as a result of annual rates and service charges. The amount of R557 506,40 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		7,13%
Jun-25	R	7 040 755	R	54 071 694	R	48 787 017	R	3 626 153	R	1 657 758	R	766	R	-	EFT payments day after month end received amounted to R 1 420 838,33 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R3 626 152,64 , Staff outstanding in the amount of R766,15 , One (1) Staff member have outstanding accounts. 1 x Pre-Paid electricity- The Government outstanding amounted to R1 657 757,92 as a result of annual rates and service charges. The amount of R282 314,51 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		6,41%
Jul-25	R	2 741 222	R	51 401 159	R	48 404 583	R	1 319 998	R	1 676 578	R	-	R	-	EFT payments day after month end received amounted to R 1 250 049,17 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R1 319 998,29 , The Government outstanding amounted to R1 676 577,63 as a result of annual rates and service charges. R0 has been added to the outstanding debtors for changes from monthly to annually on property rates charges.	6,09%	
Aug-25	R	8 686 235	R	59 209 245	R	52 771 700	R	1 970 173	R	4 466 316	R	1 056	R	-	EFT payments day after month end received amounted to R 1 920 618,59 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R1 970 173,20 , Staff outstanding in the amount of R1 055,72 , One (1) Staff member have outstanding accounts. 1 x Pre-Paid electricity- The Government outstanding amounted to R4 466 316,18 as a result of annual rates and service charges. R1 194 256,14 has been added to the outstanding debtors for changes from monthly to annually on property rates charges.	7,02%	
Sep-25	R	-2 445 558	R	55 710 248	R	55 475 530	R	3 185 753	R	-2 954 004	R	2 969	R	-	EFT payments day after month end received amounted to R1 734 578,04 OTM account) and R0 (Sundries account). The businesses outstanding amounted to R 3 185 752,63 , Staff outstanding in the amount of R2 969 , Three (3) Staff member have outstanding accounts. 2 x Pre-Paid electricity & 1 Eskom area - The Government debt amounted to -R 2 954 003,90 as a result of annual rate payments in advance by the Provincial Department (TPW). R443 803,78 has been added to the outstanding debtors for changes from monthly to annually on property rates charges.	6,60%	

Okt-25	R	9 627 458	R	57 869 202	R	55 651 804	R	3 345 724	R	-1 128 569	R	244	R	-	EFT payments day after month end received amounted to R 935 088,67 (OTM account) and R0 (Sundries account). The businesses outstanding amounted to R 3 345 723,51 ,Staff outstanding in the amount of R244,25 , One(1) Staff member have outstanding account. 1 x Rates - The Government debt amounted to -R 1 128 569,36 as a result of annual rate payments in advance by the Provincial Department (TPW) . R331 629,21 has been added to the outstanding debtors for changes from monthly to annually on property rates charges.	6,86%
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OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (MONTH END) Oct 2025		Comparative Period 2024- 2025	
Month	Before Levy		
Jul-24	R 34 936 408,57	R	3 938 055,56
Aug-24	R 36 199 964,22	R	5 279 383,28
Sep-24	R 36 428 410,87	R	5 445 366,78
Oct-24	R 35 909 706,51	R	4 765 873,95
Nov-24	R 36 201 547,15	R	5 070 758,29
Dec-24	R 37 329 786,41	R	6 192 247,15
Jan-25	R 39 470 057,15	R	6 817 111,94
Feb-25	R 35 354 435,70	R	1 636 479,58
Mar-25	R 36 285 924,50	R	4 783 971,67
Apr-25	R 40 671 310,38	R	7 945 820,52
Mei-25	R 40 354 016,53	R	6 248 762,29
Jun-25	R 40 189 318,13	R	6 505 943,90
Jul-25	R 41 278 806,38	R	6 342 397,81
Aug-25	R 41 882 746,44	R	5 682 782,22
Sep-25	R 42 275 131,10	R	5 846 720,23
Okt-25	R 42 485 936,49	R	6 576 229,98

**OUTSTANDING DEBT
150 DAYS & OLDER
Before Levy(MONTH END)
Oct 2025**



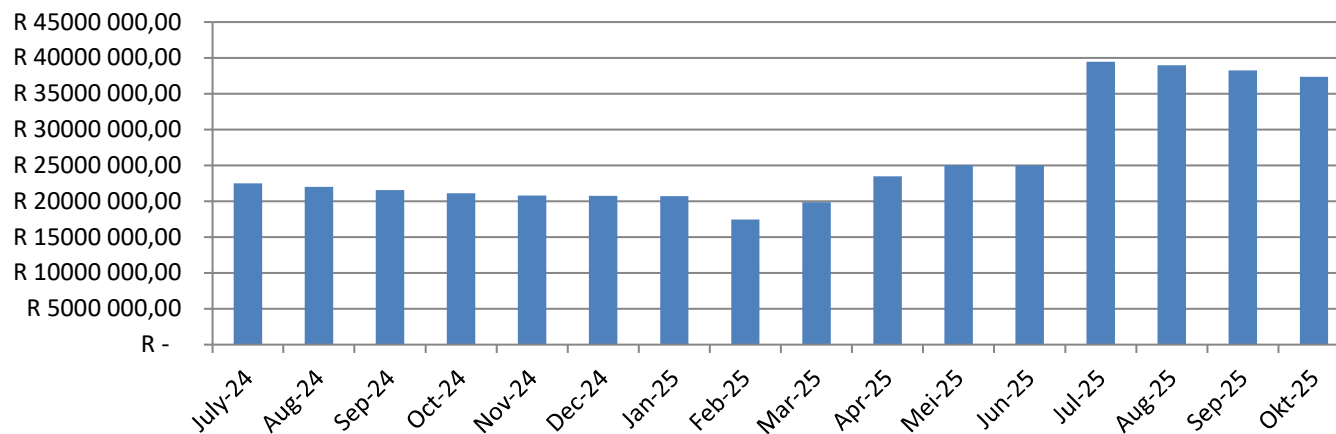
OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (MONTH END) - Legal Suite Oct 2025		Comparative Period 2024-2025	
Month	Before Levy		
June-24	R	107 096,50	R 6 231,13
July-24	R	107 638,60	R 6 283,48
Aug-24	R	86 707,12	R -15 048,45
Sep-24	R	87 151,33	R -15 104,75
Oct-24	R	87 595,54	R -15 182,34
Nov-24	R	88 039,63	R -15 260,07
Dec-24	R	88 483,72	R -15 359,12
Jan-25	R	88 927,90	R -15 458,10
Feb-25	R	89 372,08	R -15 556,02
Mar-25	R	89 816,12	R -15 654,08
Apr-25	R	90 251,42	R -15 760,88
Mei-25	R	90 686,72	R -15 867,68
Jun-25	R	90 426,28	R -16 670,22
Jul-25	R	114 051,73	R 6 413,13
Aug-25	R	114 685,76	R 27 978,64
Sep-25	R	115 320,02	R 28 168,69
Okt-25	R	115 954,28	R 28 358,74

**OUTSTANDING DEBT
150 DAYS & OLDER
Before Levy(MONTH END)
- Legal Suite
Oct 2025**

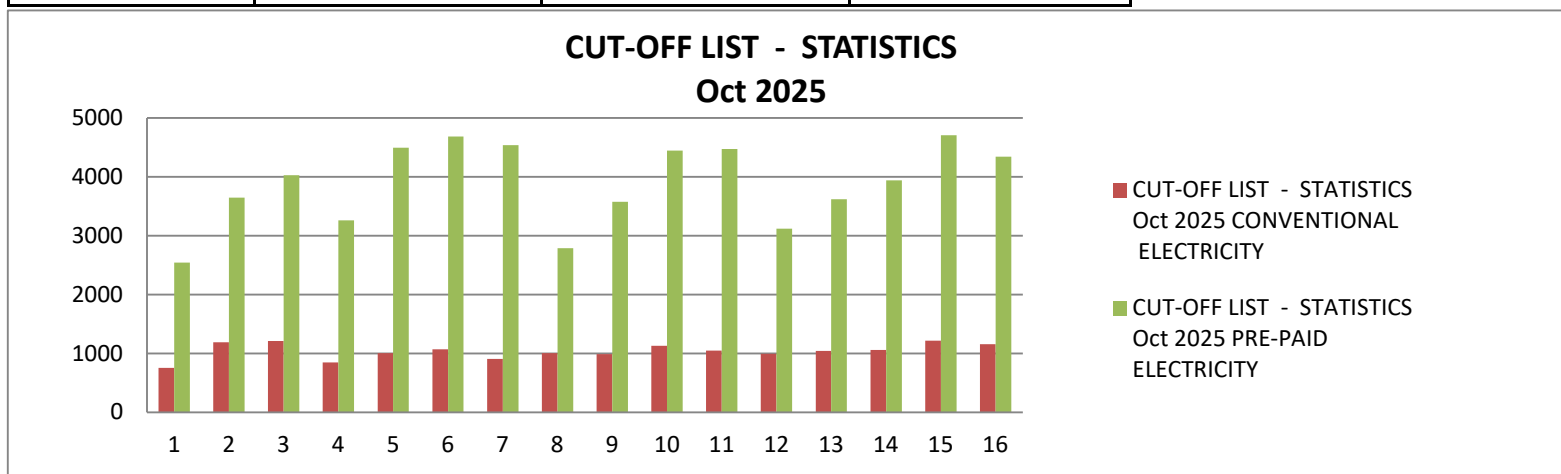


OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (Month End) Collab Oct-25		Comparative Period 2024 - 2025	
Month	Before levy		
July-24	R 22 471 881,95	R	2 821 834,26
Aug-24	R 22 001 736,68	R	1 894 130,35
Sep-24	R 21 540 334,87	R	1 389 872,44
Oct-24	R 21 110 632,37	R	1 325 620,15
Nov-24	R 20 787 838,35	R	1 465 601,99
Dec-24	R 20 744 582,96	R	1 607 861,68
Jan-25	R 20 695 589,41	R	1 701 769,25
Feb-25	R 17 447 429,18	R	1 700 405,86
Mar-25	R 19 864 552,99	R	2 316 386,92
Apr-25	R 23 485 601,50	R	3 856 921,99
Mei-25	R 25 015 178,89	R	2 697 835,72
Jun-25	R 24 975 115,76	R	3 122 020,63
Jul-25	R 39 462 800,86	R	16 990 918,91
Aug-25	R 38 967 795,14	R	16 966 058,46
Sep-25	R 38 228 718,87	R	16 688 384,00
Okt-25	R 37 331 314,73	R	16 220 682,36

OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (Month End) Collab Oct 2025



CUT-OFF LIST - STATISTICS Oct 2025			
MONTHS	CONVENTIONAL ELECTRICITY	PRE-PAID ELECTRICITY	COMMENCEMENT DATE PHYSICAL CUT-OFF
July-24	755	2545	12 Aug 2024
Aug-24	1193	3645	9 Sep 2024
Sep-24	1212	4027	14 Oct 2024
Oct-24	850	3259	11 Nov 2024
Nov-24	1007	4492	9 Des 2024
Dec-24	1071	4683	15 Jan 2025
Jan-25	910	4536	10 Feb 2025
Feb-25	1006	2790	10 Mrt 2025
Mar-25	989	3578	8 April 2025
Apr-25	1128	4444	8 Mei 2025
Mei-25	1047	4470	10 Junie 2025
Jun-25	996	3118	8 Julie 2025
Jul-25	1042	3621	11 Augustus 2025
Aug-25	1059	3937	9 September 2025
Sep-25	1219	4706	8 Oktober 2025
Oct-25	1160	4344	10 November 2025



ITEM: ON THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE WHICH WILL BE HELD ON 19 NOVEMBER 2025.

ONDERWERP:	VORDERING MET UITSTAANDE VERSEKERINGSEISE
SUBJECT:	OUTSTANDING INSURANCE CLAIMS PROGRESS

1. AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION

Effective and sound asset management is critical to any business environment whether in the private or public sector. Asset safekeeping in the main, involves, whilst not limited to the latter, the protection and safeguarding of assets against potential damage, theft, and safety risks, whilst insurance cover provides selected and limited coverage for the accidental loss of the asset value.

2. WETGEWING / LEGISLATION

Section 63 of the Local Government: Municipal Finance Management Act, 2003 (Act no. 56 of 2003)

3. KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP

Verwys na 1.4.1 van die GOP/ Refer to 1.4.1 of the IDP

“Maintain and utilise assets effectively and efficiently- Implement an asset register that complies with Generally recognised Accounting Practice (GRAP) standards. In an effort to establish an asset management programme, compile a maintenance plan linked to the asset register, calculate escalated replacement cost of assets, and establish operating costs of assets and compare to standard.”

4. FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION

Excess	1 July 2025 – 31 October 2025	:R 81 788.51 (paid)
Excess	Outstanding claims	:R 264 282.61 (outstanding)

5. AANBEVELING / RECOMMENDATION

Voorgelê vir u kennisname/
Tabled for cognisance

.....
(Get) M BOLTON
DIREKTEUR: Finansiële Dienste

OUTSTANDING CLAIMS: COUNCIL

Reference Number	Claim number	Directorate	Date of Incident	Date of Claim Registered	Nature of Damage/ Loss	Amount of Claim	Excess Payment	Comments
2026/09	CLGRMUM-915971	Civil: Parks	31/07/2025	14/08/2025	CK26599, Motor Glass	10 833,53	3 500,00	A stone deflected from a third-party vehicle and impacted the windscreen of tractor CK26599. The supplier confirmed on 30 October 2025 that the replacement windscreen has been ordered and is currently awaiting shipment from overseas.
2026/10	SWA-005-C-2526	Civil: Parks	22/07/2025	15/08/2025	Property Damage, Malmesbury Swimming pool	20 871,69	10 000,00	On 22 July 2025, the responsible official discovered that a break-in had occurred at the Malmesbury swimming pool. Vandalism and theft occurred at the swimming pool after unauthorised entry was gained through a security gate as well as the disabled toilet door. An assessor was appointed on 29 September 2025. Outstanding information was submitted to the assessor on 31 October 2025, and the assessment report is still pending.
2026/12	CLGRMUM-917109	Civil: Water	20/08/2025	25/08/2025	Property Damage, Wesbank Reservoir	357 874,28	100 000,00	On 20 August 2025, the water department discovered burglary at the pump station and the chlorine pump station at Wesbank Reservoir site. Various items were stolen and vandalised. Locks were broken and safety gates were cut open. The claim is currently being evaluated by a Loss Adjuster, who was appointed on 16 September 2025. Outstanding information was submitted to the assessor on 31 October 2025, and the assessment report remains pending.
2026/14	CLGRMUM-917180	Civil: Water	29/08/2025	08/09/2025	Property Loss, Wesbank Tower Telemetry	307 333,06	100 000,00	On 29 August 2025, the Water Department discovered that a burglary had occurred at the Wesbank Tower site. Several items were stolen and vandalised, locks were broken, and safety gates were cut open. The claim is currently under evaluation by a Loss Adjuster, appointed on 25 September 2025. Outstanding information was submitted to the assessor on 31 October 2025, and the assessment report is still pending.
2026/15	CLGRMUM-917610	Civil: Water	05/09/2025	18/09/2025	Property Loss, Panorama Reservoir	38 578,42	20 000,00	The telemetry unit and its associated cables were vandalised and stolen during the weekend of 5–8 September 2025. The matter was referred to Guardrisk on 23 September 2025 for further evaluation. The claim is currently under evaluation by a Loss Adjuster, appointed on 20 October 2025, and the assessment report remains pending.
2025/16	CLGRMUM-917739	Protection: Traffic	10/09/2025	23/09/2025	CK37324, Motor Damage	12 587,36	5 000,00	The official reversed out of the parking bay located in front of the office on Disa Street, Malmesbury. While reversing, he did not notice a vehicle positioned behind him and continued to reverse. He only became aware of the other vehicle upon hearing a hooter, coinciding with the moment of impact with a vehicle approaching from the shop opposite the office. Authorization to repair the vehicle was received on 21 October 2025. The repair invoice is still outstanding. This matter was referred to the accidental Committee for review.
2025/18	CLGRMUM-918965	Civil: Parks	04/09/2025	12/09/2025	Property Damage, Riebeeck Wes Cricket Clubhouse	105 734,98	25 000,00	On 4 September 2025, the parks department discovered that a burglary had occurred at the Riebeeck Wes cricket club. Several items were stolen and vandalised, locks were broken, and safety gates were cut open. The claim is currently under evaluation by a Loss Adjuster, appointed on 28 October 2025, and the assessment report remains pending.
2025/19	CLGRMUM-919230	Finance: Credit Control	30/10/2025	30/10/2025	CK56274, Motor Glass	2 722,10	782,61	A stone reflected from a third-party vehicle and struck the windscreen of CK56274. Confirmation from the insurer to replace the windscreen was received on 31 October 2025.
						856 535,42	264 282,61	

FINALISED CLAIMS

Number	Claim number	Directorate	Incident	Registered	Nature of Damage/ Loss	Amount of Claim	Excess Payment	Comments
2026/13	CLGRMUM-916609	Libraries	26/08/2025	28/08/2025	Property Loss, Darling Library	-	25 000,00	The excess invoice of R25 000,00 for settlement on the claim was paid to Guardrisk on 24 October 2025.
2025/16	CLGRMUM-905370	Fire	10/11/2024	10/12/2024	CK33648, Motor Damaged	80 747,12	35 000,00	The excess amount was paid to the supplier on 31 October 2025.
2025/17	INV 58565	Civil: Parks	29/09/2025	01/10/2025	Property Loss, Geyser, Abbotsdale Sports Ground		2 500,00	The excess amount was paid to the supplier on 31 October 2025.
						80 747,12	62 500,00	

REPUDIATED

Reference Number	Claim number	Directorate	Date of Incident	Date of Claim Registered	Nature of Damage/ Loss	Amount of Claim	Excess Payment	Comments
2026/02	CLGRMUM-914548	Protection: Traffic	30/06/2025	10/07/2025	Property Damage, Moorreesburg Test station	67 064,55	25 000,00	According to the Loss Adjuster's findings, the roller shutter doors exhibit similar deterioration patterns, indicating a systemic issue rather than an isolated incident. The doors had pre-existing damages, including sediment build-up and gradual material degradation. Wear-and-tear damage and corrosion patterns are consistent with age-related exposure. Therefore, the primary cause of the damage to the doors is attributed to gradual deterioration, maintenance-related issues, and normal wear and tear.
2025/46	CLGRMUM-913186	Civil: Water	16/03/2025	06/05/2025	Property Damage, Riebeek Kasteel Reservoir	38 503,25	350 000,00	The cable running between the telemetry panel and the reservoir was stolen and vandalised. An assessor was appointed on 25 June 2025. The insurer subsequently amended the claim to fall under the category of cables, which carries a minimum excess threshold of R350,000. As a result, the claim falls within the excess and will not be recoverable.
						105 567,80	375 000,00	



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Finansiële Dienste
11 November 2025

5/14/3/5
WYK: Alle

ITEM: 7.16 ON THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE WHICH WILL BE HELD ON 19 NOVEMBER 2025.

ONDERWERP:	VERKOOP VAN UITGEDIENDE BATES PER OPENBARE VEILING
SUBJECT:	SELLING OF OBSOLETE ASSETS ON PUBLIC AUCTION

1. **AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION**

According to the Asset Management Policy the disposal of an item of property, plant or equipment must be fair, equitable, transparent, competitive and cost effective and comply with a prescribed regulatory framework for municipal supply chain management and the Supply Chain Management Policy of the municipality.

Appropriate means of disposal may include:

- Public auction, Public tender, Transfer to another institution, Sale to another institution, Letting to another institution under finance lease, Trade-in, Controlled dumping (for items that have low value or are unhygienic)

Criteria for disposal:

- The useful life of the asset has expired;
- The asset is out-dated;
- The asset has no further useful life;
- The asset is economically irreparable

Refer to the attached list of assets identified during the 2025/2026 financial year for purposes of a decision to dispose of same.

Volgens die batebestuursbeleid van die raad moet die wegdoening van alle items van Eiendom, aanleg en toerusting, regverdig, billik, deursigtig, mededingend en koste-effektiewe wees en voldoen aan die voorgeskrewe reguleringsraamwerk vir munisipale voorsieningskanaalbestuurs en aan die Voorsieningskanaal Bestuursbeleid van die munisipaliteit.

2. **WETGEWING / LEGISLATION**

Section 50 of the Local Government: Municipal Finance Management Act, 2003 (Act no. 56 of 2003)

3. **KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP**

Verwys na 1.4.1 van die GOP/ Refer to 1.4.1 of the IDP

"Maintain and utilise assets effectively and efficiently- Implement an asset register that complies with Generally recognised Accounting Practice (GRAP) standards. In an effort to establish an asset management programme, compile a maintenance plan linked to the asset register, calculate escalated replacement cost of assets, and establish operating costs of assets and compare to standard."

4. **FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION**

R2 585 728.63 (Assets damaged beyond its economic cost to repair) (as per 30/06/2025 Book value). Included in the value is 86 Two-way radios to the value of R3 442.22 (as per 30/06/2025 Book value). The municipality is not licensed to resell the radio equipment resolving that the equipment must be retired from service and shall not be included as items to sell at the auction.

5. **AANBEVELING / RECOMMENDATION**

- That council approves the attached list of assets to be sold by public auction and for same to be removed from the asset register .

(Get) M BOLTON

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DIREKTEUR: Finansiële Dienste

Auction Items December 2025



Summary:

Development Services	745.23
Corporate Services	1 909.78
Municipal Manager	228.41
Civil Services	1 499 297.78
Financial Services	2 030.03
Electrical Services	960 488.02
Protection Services	121 029.38

TOTAL

2 585 728.63

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
32946	Chair: Bar	Development Services	Damage	Caravaan Park	1	-
32951	Chair: Bar	Development Services	Damage	Caravaan Park	1	-
21329	Washing Machine	Development Services	Damage	Caravaan Park	1	4.47
27727	Fridge : KIC 256L	Development Services	Damage	Caravaan Park	1	11.53
Scrap / Inventory	Bar Chair	Development Services	Damage	Caravaan Park	1	-
31308	Microwave: Defy 20 Litre	Development Services	Damage	Caravaan Park	1	115.09
40863	Chair: Highback Arch	Development Services	Damage	Development Services	1	576.44
Scrap / Inventory	Liaseer Kabinet	Development Services	Damage	Development Services	1	-
28875	Cabinet: Filling 4 Drawwer	Development Services	Damage	Development Services	1	30.50
26559	Cabinet Filling 2 Drawwer	Development Services	Damage	Development Services	1	7.20
						745.23

Approved for disposal:

Director: Development Services

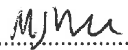
2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
32671	Hifi with speakers	Corporate Services	Damage	Libraries: Riebeek Wes	1	-
27459	Hi Fi: Panasonic	Corporate Services	Damage	Libraries: Malmesbury	1	0.16
0	Folding Table	Corporate Services	Damage	Libraries: Chatworths	1	-
26458	Puff	Corporate Services	Damage	Libraries: Darling South	1	3.03
30297	Microwave 17L	Corporate Services	Damage	Libraries: Darling South	1	45.44
Scrap / Inventory	Laminator	Corporate Services	Damage	Libraries: Wesbank	1	-
51684	Laminator: GBC Fusion	Corporate Services	Damage	Libraries: Wesbank	1	1 098.87
33252	Filing Cabinet	Corporate Services	Damage	Corporate Services	1	10.75
22873	Stapler Rexel Odysse	Corporate Services	Damage	Administration	1	2.49
21551	Double Sliding Door Bev Cooler	Corporate Services	Damage	Town Halls: Abbotsdale	1	23.47
Scrap / Inventory	Wooden Cupboards	Corporate Services	Damage	Town Halls: Abbotsdale	1	-
Scrap / Inventory	Panels / Boards	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Desk: Without Drawwers	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Desk Wooden	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Table Frames	Corporate Services	Damage	Town Halls: Wesbank	5	-
Scrap / Inventory	Desk Oak Melane	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Table Steel Folding	Corporate Services	Damage	Town Halls: Wesbank	3	-
Scrap / Inventory	Floor Scrubbing Pads	Corporate Services	Damage	Town Halls: Wesbank	5	-
Scrap / Inventory	Wheely Bin	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Small School Table Frame	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Chair Frames	Corporate Services	Damage	Town Halls: Wesbank	4	-
Scrap / Inventory	Speaker	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Mop Trolley Fram	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Wringer	Corporate Services	Damage	Town Halls: Wesbank	1	-

Approved for disposal:

Director: Corporate Services 

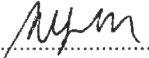
2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory	Rubish Bins	Corporate Services	Damage	Town Halls: Wesbank	2	-
Scrap / Inventory	Glass (Fridge Door)	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Gym Equipment	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Scrap	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Chairs	Corporate Services	Damage	Town Halls: Abbotsdale	26	-
Scrap / Inventory	Curtains	Corporate Services	Damage	Town Halls: Abbotsdale	6	-
21248	Fridge Bar	Corporate Services	Damage	Town Halls: Moorreesburg	1	0.48
Scrap / Inventory	Chairs	Corporate Services	Damage	Town Halls: Wesbank	50	-
Scrap / Inventory	Policher (Skrop Machine)	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Wooden Chair	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Folding Tables	Corporate Services	Damage	Town Halls: Wesbank	23	-
20932	Table: Rectangular	Corporate Services	Damage	Town Halls: Wesbank	1	1.60
34371	Table: Rectangular	Corporate Services	Damage	Town Halls: Wesbank	1	146.77
Scrap / Inventory	Table Tops	Corporate Services	Damage	Town Halls: Wesbank	6	-
Scrap / Inventory	Chairs	Corporate Services	Damage	Town Halls: Wesbank	4	-
Scrap / Inventory	Fridge Defy Top Freezer	Corporate Services	Damage	Town Halls: Wesbank	1	-
Scrap / Inventory	Antenna	Corporate Services	Damage	Town Halls: Wesbank	1	-
26449	Blinds	Corporate Services	Damage	Town Halls: Wesbank		326.65
Scrap / Inventory	Chair	Corporate Services	Damage	Town Halls: Wesbank		-
Scrap / Inventory	Plastic Chairs	Corporate Services	Damage	Town Halls: Wesbank		-
Scrap / Inventory	Book Shelves	Corporate Services	Damage	Town Halls: Wesbank	2	-
Scrap / Inventory	Cupboard Build In	Corporate Services	Damage	Town Halls: Wesbank		-
Scrap / Inventory	Chairs Polypropylene	Corporate Services	Damage	Town Halls: Malmesbury	38	-
Scrap / Inventory	Chairs Plastic	Corporate Services	Damage	Town Halls: Malmesbury	15	-

Approved for disposal:

Director: Corporate Services 

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory	Table Tops	Corporate Services	Damage	Town Halls: Malmesbury	23	-
Scrap / Inventory	Folding Tables	Corporate Services	Damage	Town Halls: Malmesbury	16	-
32756	Table	Corporate Services	Damage	Town Halls: Malmesbury	1	3.08
24293	Table	Corporate Services	Damage	Town Halls: Malmesbury	1	5.01
Scrap / Inventory	Mop Trolley Frame	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Buckets	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Blind Rails	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Vacuum Cleaner	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Curtains	Corporate Services	Damage	Town Halls: Malmesbury	1	-
32397	Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	-
32398	Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	-
22845	Econo Draughtsman Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	2.64
Scrap / Inventory	Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	-
40970	Chair: Highback	Corporate Services	Damage	Town Halls: Malmesbury	1	228.41
33494	Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	2.37
Scrap / Inventory	Water Dispensers	Corporate Services	Damage	Town Halls: Malmesbury	2	-
20910	Torino Arm Chair (BlkLeathr)	Corporate Services	Damage	Town Halls: Malmesbury	1	1.75
22650	Conference ArmchairOak Frame (Black)	Corporate Services	Damage	Town Halls: Malmesbury	1	1.52
20871	Alpha Side Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	1.17
Scrap / Inventory	Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	-
32293	Chair	Corporate Services	Damage	Town Halls: Malmesbury	1	4.12
Scrap / Inventory	Carpets	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Spotlight	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Printer Lexmark	Corporate Services	Damage	Town Halls: Malmesbury	1	-

Approved for disposal:

Director: Corporate Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory	Light Bulb	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Light Cover	Corporate Services	Damage	Town Halls: Malmesbury	2	-
Scrap / Inventory	Chairs Seats and Backrests	Corporate Services	Damage	Town Halls: Malmesbury	28	-
Scrap / Inventory	Blinds	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Urns	Corporate Services	Damage	Town Halls: Malmesbury	3	-
Scrap / Inventory	Steel Bokkies (Scrap)	Corporate Services	Damage	Town Halls: Malmesbury	9	-
Scrap / Inventory	Brooms	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Steel Poles	Corporate Services	Damage	Town Halls: Malmesbury	5	-
Scrap / Inventory	Toilet Dispensers	Corporate Services	Damage	Town Halls: Malmesbury	7	-
Scrap / Inventory	Table Brackets	Corporate Services	Damage	Town Halls: Malmesbury	1	-
Scrap / Inventory	Kettles	Corporate Services	Damage	Town Halls: Malmesbury	3	-
						1 909.78

Approved for disposal:

Director: Corporate Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
40883	Chair: Highback	Municipal Manager	Damage	Internal Audit	1	228.41
						228.41

[Signature]
11/11/25

Approved for disposal:

Municipal Manager

2025/11/11

Civil Services

1

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory Radio: Handheld		Civil Services	Damage	Refuse Removal	1	-
44310 Radio: 2 Way DP540 UHF Motorola		Civil Services	Damage	Refuse Removal	1	976.62
Scrap / Inventory Radio: Handheld		Civil Services	Damage	Refuse Removal	20	-
33443 Chair		Civil Services	Damage	Refuse Removal	1	4.17
33437 Chair		Civil Services	Damage	Refuse Removal	1	4.17
Scrap / Inventory Chair		Civil Services	Damage	Refuse Removal	1	-
40852 Grinder: Bench Marlet 200mm		Civil Services	Damage	Refuse Removal	1	240.03
Scrap / Inventory Tyres: 750 x 16		Civil Services	Damage	Refuse Removal	16	-
Scrap / Inventory Tyres: 315/80R22.5		Civil Services	Damage	Refuse Removal	33	-
26389 Bin Refuse		Civil Services	Damage	Refuse Removal	1	6.59
26390 Cage Refuse Bins		Civil Services	Damage	Refuse Removal	1	0.61
26391 Cage Refuse Bins		Civil Services	Damage	Refuse Removal	1	0.61
28086 CK37359 Nissan UD 330WF Truck		Civil Services	Damage	Refuse Removal	1	840 333.19
28867 Radio: Two Way Hyt TC 610		Civil Services	Damage	Refuse Removal	1	33.15
28869 Radio: Two Way Hyt TC 610		Civil Services	Damage	Refuse Removal	1	29.51
34029 Radio: HYT TC610 UHF		Civil Services	Damage	Refuse Removal	1	74.72
129848 YZF Yzerfontein Landfill Site Capitalised restorati		Civil Services	Damage	Refuse Removal	1	201 313.79
46622 Grease Pump: 10kg Bucket		Civil Services	Damage	Sewerage	1	913.24
Scrap / Inventory Wheel Barrow		Civil Services	Damage	Sewerage	1	-
Scrap / Inventory Pump		Civil Services	Damage	Sewerage	1	-
Scrap / Inventory Grease Pump		Civil Services	Damage	Sewerage	1	-

Approved for disposal:

Director: Civil Services *PP JPR*

2025/11/11

Civil Services

2

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory	Drums	Civil Services	Damage	Sewerage	1	-
5725	CK18526 Fsr 750 Crew Cab	Civil Services	Damage	Sewerage	1	433 118.54
39520	GPS: Garmin Drive 40L3	Civil Services	Damage	Sewerage	1	18.04
Scrap / Inventory	Tester	Civil Services	Damage	Sewerage	1	-
39525	Knapsack: Matabi 16LT	Civil Services	Damage	Sewerage	1	167.82
27620	Meter: Turbicheck WL Portable	Civil Services	Damage	Sewerage	1	94.10
28786	Meter: Portable Turbidimeter	Civil Services	Damage	Sewerage	1	329.07
27622	Sension ECS Field Kit 5060	Civil Services	Damage	Sewerage	1	48.28
28784	Meter: EC5 Field Kit 5060	Civil Services	Damage	Sewerage	1	139.18
33706	Tester PH	Civil Services	Damage	Sewerage	1	1.57
28790	Meter: PH	Civil Services	Damage	Sewerage	1	55.94
Scrap / Inventory	First Aid Box	Civil Services	Damage	Sewerage	1	-
23841	Tc610 16Ch 440-470Mhz Li Rapid	Civil Services	Damage	Sewerage	1	4.37
5615	Dosing Unit	Civil Services	Damage	Sewerage	1	11.58
Scrap / Inventory	Dosing Unit	Civil Services	Damage	Sewerage	1	-
5618	Dosing Unit	Civil Services	Damage	Sewerage	1	11.58
5617	Dosing Unit	Civil Services	Damage	Sewerage	1	5.15
5616	Dosing Unit	Civil Services	Damage	Sewerage	1	11.58
37896	Knapsack: Matabi	Civil Services	Damage	Sewerage	1	202.52
39522	Knapsack: Matabi 16LT	Civil Services	Damage	Sewerage	1	173.95
27629	Torch: Rechargeable Enigizer	Civil Services	Damage	Sewerage	1	1.77

Approved for disposal:

Director: Civil Services *PP J. J. J.*

2025/11/11

Civil Services

3

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
	Milwankei MW600 Meter	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	Hach SC 200 Display	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	Hach SC 100 Display	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	E & H Turbidity Display	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	Jenco Vision PH Meters	Civil Services	Damage	Sewerage	2	-
Scrap / Inventory	Radio kenwood	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	Energiser Torch	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	Kanfmann Torch	Civil Services	Damage	Sewerage	1	-
Scrap / Inventory	Scrap Metal	Civil Services	Damage	Sewerage	200	-
17965	Karcher Hd 5/12 Hoedrukspuit	Civil Services	Damage	Streets & Stormwater	1	23.54
18660	Chainshaw Prof Stl	Civil Services	Damage	Streets & Stormwater	1	11.24
23720	Filing Cabinet	Civil Services	Damage	Streets & Stormwater	1	10.92
33504	Filing Cabinet	Civil Services	Damage	Streets & Stormwater	1	5.89
Scrap / Inventory	Scrap Metal	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	Tyres: 11R22.5	Civil Services	Damage	Streets & Stormwater	10	-
43595	Jack Hammer	Civil Services	Damage	Streets & Stormwater	1	94.34
27681	Breaker BoschGSH 27 VC	Civil Services	Damage	Streets & Stormwater	1	46.13
Scrap / Inventory	Radio: HYT TC610 UHF	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	Radio: HYT TC610 UHF	Civil Services	Damage	Streets & Stormwater	1	-
30070	Radio: UHF DM1400 Mobile (CK47393)	Civil Services	Damage	Streets & Stormwater	1	4.01
30071	Radio: UHF DM1400 Mobile (CK40681)	Civil Services	Damage	Streets & Stormwater	1	36.58

Approved for disposal:

Director: Civil Services 

2025/11/11

Civil Services

4

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
30068	Radio: UHF DM1400 Mobile (CK18925)	Civil Services	Damage	Streets & Stormwater	1	33.24
39647	Riveter	Civil Services	Damage	Streets & Stormwater	1	60.65
40361	Wheelbarrow: Laser Concrete	Civil Services	Damage	Streets & Stormwater	1	89.57
40353	Wheelbarrow: Laser Concrete	Civil Services	Damage	Streets & Stormwater	1	89.57
Scrap / Inventory	Wheelbarrow: Laser Concrete	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	Welder	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	Chain Saw	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	Radios: Motorola GM140	Civil Services	Damage	Streets & Stormwater	3	-
Scrap / Inventory	Radios: TC 610	Civil Services	Damage	Streets & Stormwater	9	-
Scrap / Inventory	Radios: TC 500	Civil Services	Damage	Streets & Stormwater	3	-
Scrap / Inventory	Radio: Kenwood TK 3000	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	Batteries: TC610	Civil Services	Damage	Streets & Stormwater	8	-
Scrap / Inventory	Motorola Inc	Civil Services	Damage	Streets & Stormwater	1	-
Scrap / Inventory	MCU Charger	Civil Services	Damage	Streets & Stormwater	1	-
18691	CK43175: MIXER BM 175 F/T	Civil Services	Damage	Streets & Stormwater	1	112.24
38069	Drill: Cordless Rotary Hammer	Civil Services	Damage	Water	1	228.53
51838	Pump: Submersible Grey water	Civil Services	Damage	Water	1	2 132.11
38068	Water Pump: Submercible 2" Drive Unit	Civil Services	Damage	Water	1	1 711.61
30076	Pump: Water GX160 Honda	Civil Services	Damage	Water	1	344.27
44005	Pump: Trash Turner Morris 80mm	Civil Services	Damage	Water	1	4 349.13
44008	Pump: Trash Tuner Morris 80mm	Civil Services	Damage	Water	1	5 027.97

Approved for disposal:

Director: Civil Services *PP J. J. J.*

2025/11/11

Civil Services

5

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
38067	Water Pump: Submercible 2" Drive Unit	Civil Services	Damage	Water	1	1 711.61
26161	GPS: Trimble Juno 3D handheld with Accessories	Civil Services	Damage	Water	1	8.76
26163	GPS: Trimble Juno 3D handheld with Accessories	Civil Services	Damage	Water	1	8.76
26164	GPS: Trimble Juno 3D handheld with Accessories	Civil Services	Damage	Water	1	8.76
26162	GPS: Trimble Juno 3D handheld with Accessories	Civil Services	Damage	Water	1	59.13
27695	Radio: Two Way UHF	Civil Services	Damage	Water	1	0.90
31284	Radio: HYT TC610	Civil Services	Damage	Water	1	47.71
27694	Radio: Two Way UHF	Civil Services	Damage	Water	1	0.80
Scrap / Inventory	Radio	Civil Services	Damage	Water	1	-
Scrap / Inventory	Radio	Civil Services	Damage	Water	1	-
26382	Radio HYT TC-610 UHF Portable	Civil Services	Damage	Water	1	7.66
Scrap / Inventory	Geyser	Civil Services	Damage	Water	1	-
Scrap / Inventory	Brass Meters	Civil Services	Damage	Water	48	-
Scrap / Inventory	Plastic Meters	Civil Services	Damage	Water	15	-
Scrap / Inventory	Manhole Covers	Civil Services	Damage	Water	1	-
Scrap / Inventory	AVR Valves	Civil Services	Damage	Water	1	-
Scrap / Inventory	Bulk Meters	Civil Services	Damage	Water	1	-
Scrap / Inventory	Strainers	Civil Services	Damage	Water	1	-
Scrap / Inventory	Tyres Rims	Civil Services	Damage	Water	1	-
Scrap / Inventory	Vertical Pump	Civil Services	Damage	Water	1	-
33974	Mixer: Bosch Paint	Civil Services	Damage	Building Maintenance	1	206.89

Approved for disposal:

Director: Civil Services *PP [Signature]*

2025/11/11

Civil Services

6

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
31247	Generator: Ryobi	Civil Services	Damage	Building Maintenance	1	144.90
21530	Microwave Defy 28L Mirror Door	Civil Services	Damage	Building Maintenance	1	2.43
26209	Ladder 8 Step	Civil Services	Damage	Building Maintenance	1	1.74
26208	Ladder 6 Step	Civil Services	Damage	Building Maintenance	1	1.02
46232	Blower BG56	Civil Services	Damage	Building Maintenance	1	1 617.96
37948	Locking Mortising with TCT Bits	Civil Services	Damage	Building Maintenance	1	120.27
37952	Toolbox Gedore 5 Comp	Civil Services	Damage	Building Maintenance	1	55.89
Scrap / Inventory	Glasss	Civil Services	Damage	Building Maintenance	19	-
33851	Cricket Machine	Civil Services	Damage	Parks	1	25.77
Scrap / Inventory	Plastic Chairs	Civil Services	Damage	Parks	10	-
22189	Desk Wooden 3 Drawer	Civil Services	Damage	Parks	1	0.22
Scrap / Inventory	Weadeather	Civil Services	Damage	Parks	1	-
30346	Knapsack	Civil Services	Damage	Parks	1	10.51
Scrap / Inventory	Chair	Civil Services	Damage	Parks	1	-
Scrap / Inventory	Desk	Civil Services	Damage	Parks	1	-
27648	Knapsack 20liter Matabi	Civil Services	Damage	Parks	1	8.62
Scrap / Inventory	Telescopic Saw / Prunning Saw	Civil Services	Damage	Parks	1	-
30356	Generator: Honda GX390 BG6000 6KW	Civil Services	Damage	Parks	1	215.57
28814	Knapsak: Matabi Agro 20Litre	Civil Services	Damage	Parks	1	8.24
28813	Knapsak: Matabi Agro 20Litre	Civil Services	Damage	Parks	1	8.24
27906	Gifspuit	Civil Services	Damage	Parks	1	1.07

Approved for disposal:

Director: Civil Services . *PP J. J. J.*

2025/11/11

Civil Services

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory	Knapsack	Civil Services	Damage	Parks	1	-
Scrap / Inventory	Knapsack	Civil Services	Damage	Parks	1	-
Scrap / Inventory	Knapsack	Civil Services	Damage	Parks	1	-
5464	HYT TC-500 Portable Radiobatte	Civil Services	Damage	Sewerage	1	3.50
18170	Office Chair	Civil Services	Damage	Sewerage	1	16.23
23839	Tc610 16Ch 440-470Mhz Li Rapid	Civil Services	Damage	Parks	1	4.75
23840	Tc610 16Ch 440-470Mhz Li Rapid	Civil Services	Damage	Parks	1	4.75
26272	Cage for Cricket Equipment	Civil Services	Damage	Parks	1	29.74
26403	Radio Hyt TC 610 UHF 16 Ch	Civil Services	Damage	Refuse Removal	1	5.94
26427	Radio UHF Portable430- 470 MHz	Civil Services	Damage	Refuse Removal	1	4.33
27699	Radio: HYT TC610 UHF	Civil Services	Damage	Refuse Removal	1	3.50
27702	Radio: HYT TC610 UHF	Civil Services	Damage	Refuse Removal	1	3.50
27703	Radio: HYT TC610 UHF	Civil Services	Damage	Refuse Removal	1	3.50
28868	Radio: Two Way Hyt TC 610	Civil Services	Damage	Refuse Removal	1	28.10
28926	Radio: Hyt 610 UHF	Civil Services	Damage	Parks	1	25.43
30086	Radios: Portables	Civil Services	Damage	Refuse Removal	1	30.15
31249	Chair: Peza Highback Black Contract Fabric	Civil Services	Damage	Parks	1	67.63
31281	Radio: HYT TC610	Civil Services	Damage	Water	1	45.44
37932	Radio: Two Way - CK18526	Civil Services	Damage	Sewerage	1	483.61
37933	Radio: Two Way - CK50003	Civil Services	Damage	Sewerage	1	483.61
38072	Radio: HYT TC610 UHF	Civil Services	Damage	Refuse Removal	1	148.25

Approved for disposal:

Director: Civil Services *PP*

2025/11/11

Civil Services

8

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
38074	Radio: HYT TC610 UHF	Civil Services	Damage	Refuse Removal	1	148.25
39673	Radio: Hyt TC 610 UHF Port	Civil Services	Damage	Refuse Removal	1	21.39
44348	Radio Base Station: DM 1400	Civil Services	Damage	Sewerage	1	715.77
Scrap / Inventory	Falcon Blower	Civil Services	Damage	Parks	1	-
Scrap / Inventory	Canon Sprayer	Civil Services	Damage	Parks	1	-
						1 499 297.78

Approved for disposal:

Director: Civil Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory Chair		Financial Services	Damage	Cashiers	1	-
33650 Chair		Financial Services	Damage	Cashiers	1	3.21
46464 Chair		Financial Services	Damage	Cashiers	1	1 527.61
22651 Conference ArmchairOak Frame (Black)		Financial Services	Damage	Systems	1	1.52
22654 Conference ArmchairOak Frame (Black)		Financial Services	Damage	Systems	1	1.52
22655 Conference ArmchairOak Frame (Black)		Financial Services	Damage	Systems	1	1.52
21741 Notice Boards		Financial Services	Damage	Asset, Fleet & Insura	1	0.50
22454 High Back Gas Chair		Financial Services	Damage	Asset, Fleet & Insura	1	0.93
32441 Chair		Financial Services	Damage	Asset, Fleet & Insura	1	-
32446 Chair		Financial Services	Damage	Asset, Fleet & Insura	1	12.90
32619 Chair		Financial Services	Damage	Asset, Fleet & Insura	1	-
40296 Chair: Bodyline Highback		Financial Services	Damage	Asset, Fleet & Insura	1	480.32
						2 030.03

Approved for disposal:


 Director: Financial Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
34077	Grinder: Makita Cordless Angle	Electrical Services	Damage	Electric	1	175.67
8546	Makita 12V Cordless Driver Dri	Electrical Services	Damage	Electric	1	9.79
127656	Mini Sub - Verveld	Electrical Services	Damage	Electric	1	312 207.39
127942	Ring Main Unit - Versveld	Electrical Services	Damage	Electric	1	206 180.47
Scrap / Inventory	Cable Pieces	Electrical Services	Damage	Electric	1	-
Scrap / Inventory	Scrap Metal	Electrical Services	Damage	Electric	1	-
8357	Hydraulic Crimping Tool	Electrical Services	Damage	Electric	1	3.25
Scrap / Inventory	Tester	Electrical Services	Damage	Electric	1	-
Scrap / Inventory	Tester	Electrical Services	Damage	Electric	1	-
27784	Digital Clamp Meter	Electrical Services	Damage	Electric	1	4.42
27790	Digital Clamp Meter	Electrical Services	Damage	Electric	1	4.42
27788	Digital Clamp Meter	Electrical Services	Damage	Electric	1	4.42
39570	Ladder: 6 Step	Electrical Services	Damage	Electric	1	243.20
Scrap / Inventory	Battery Charger	Electrical Services	Damage	Electric	1	-
33366	Battery Charger	Electrical Services	Damage	Electric	1	0.46
17638	Air Conditioner In-Wall Unit S	Electrical Services	Damage	Electric	1	2.17
40453	Airconditioner: TCL 24000 BTU	Electrical Services	Damage	Electric	1	2 120.60
24171	Air Conditioner	Electrical Services	Damage	Electric	1	1.88
24174	Air Conditioner	Electrical Services	Damage	Electric	1	0.64
127683	Mini Sub - Watsonia	Electrical Services	Damage	Electric	1	125 585.85
127847	Ring Main Unit - Watsonia	Electrical Services	Damage	Electric	1	82 901.62
127618	Mini Sub - Eike Ave	Electrical Services	Damage	Electric	1	125 533.21
127881	Ring Main Unit - Eike Ave	Electrical Services	Damage	Electric	1	82 901.62
8366	Lawnmower	Electrical Services	Damage	Electric	1	0.34
8257	RE 162 Stihl Ho drukspuite	Electrical Services	Damage	Electric	1	12.72
Scrap / Inventory	Drill Makita	Electrical Services	Damage	Electric	1	-
34085	Grinder: Makita Cordless DGA452ZK	Electrical Services	Damage	Electric	1	207.04

Approved for disposal:

Director: Electrical Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
28962	Drill: Makita Cordless	Electrical Services	Damage	Electric	1	39.55
26597	Drill with Drill bit Cable Sock Nylon Outer	Electrical Services	Damage	Electric	1	2.17
31371	Drill: Makita Cordless	Electrical Services	Damage	Electric	1	126.15
Scrap / Inventory	Knapsack	Electrical Services	Damage	Electric	1	-
5735	Ws Knapsack 20 Lt	Electrical Services	Damage	Electric	1	1.51
Scrap / Inventory	Ws Knapsack 20 Lt	Electrical Services	Damage	Electric	1	-
27843	Air Kit	Electrical Services	Damage	Electric	1	-
34085	Grinder: Makita Cordless DGA452ZK	Electrical Services	Damage	Electric	1	207.04
30180	Printer: Epson Receipt	Electrical Services	Damage	IT Service	1	28.24
51928	Printer: Epson Impact receipt TM-U220PDC	Electrical Services	Damage	IT Service	1	2 511.68
44352	Printer: Impact Dot Matrix Epson U220PDC	Electrical Services	Damage	IT Service	1	445.90
26113	Printer: Epson Receipt TMU220PD M188D	Electrical Services	Damage	IT Service	1	0.73
40992	Printer: Epson Slip TM U220D	Electrical Services	Damage	IT Service	1	537.62
29282	Printer: Epson Impact Receipt	Electrical Services	Damage	IT Service	1	28.89
34168	Printer: Epson Pos	Electrical Services	Damage	IT Service	1	41.74
29254	Printer: Impact Receipt	Electrical Services	Damage	IT Service	1	18.71
29012	Printer: Epson TM U220D	Electrical Services	Damage	IT Service	1	27.44
40819	Pet Carrier Medium Mpet	Electrical Services	Damage	IT Service	1	102.41
38187	Printer: Epson LX 350	Electrical Services	Damage	IT Service	1	228.26
39783	Printer: Epson LX 350	Electrical Services	Damage	IT Service	1	215.51
26855	Thin Client	Electrical Services	Damage	IT Service	1	10.84
37874	Equipment Corporate: Buildings Swartland ha	Electrical Services	Damage	IT Service	1	-
28989	Terminal: T510	Electrical Services	Damage	IT Service	1	46.00
26029	Thin Client HP	Electrical Services	Damage	IT Service	1	1.12
Scrap / inventory	Thin Client	Electrical Services	Damage	IT Service	1	-
27872	Thin Client : T510	Electrical Services	Damage	IT Service	1	12.93
28981	Terminal: T510	Electrical Services	Damage	IT Service	1	45.93

Approved for disposal:

Director: Electrical Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
26022	Thin Client HP	Electrical Services	Damage	IT Service	1	10.69
26032	Thin Client HP	Electrical Services	Damage	IT Service	1	1.12
28092	Router Board 951G-2HnD2.4GHz 3	Electrical Services	Damage	IT Service	1	3.63
22573	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	5.00
32350	Router	Electrical Services	Damage	IT Service	1	2.34
32348	Router	Electrical Services	Damage	IT Service	1	2.34
22574	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	4.90
22569	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	0.83
32349	Router	Electrical Services	Damage	IT Service	1	2.34
34121	Laptop: HP Probook 650 G3	Electrical Services	Damage	IT Service	1	46.43
Scrap / Inventory	Sharp Compet CS 2194	Electrical Services	Damage	IT Service	1	-
33907	PC: Lenovo ThinkCentre M92P	Electrical Services	Damage	IT Service	1	0.08
32369	CPU	Electrical Services	Damage	IT Service	1	0.26
33919	PC: Lenovo ThinkCentre M92P	Electrical Services	Damage	IT Service	1	0.08
28734	CPU: Computer Lenovo Thinkcentre	Electrical Services	Damage	IT Service	1	9.18
31444	PC: HP Desktop 400 G2 Intel Core i3	Electrical Services	Damage	IT Service	1	113.74
30231	Computer	Electrical Services	Damage	IT Service	1	11.22
29061	CPU: HP 280MT Intel Core i3	Electrical Services	Damage	IT Service	1	11.28
30232	PC: HP 280MT G1 Intel Core i3	Electrical Services	Damage	IT Service	1	20.20
30003	PC: HP 280 G1 Microtower Intel Core i3	Electrical Services	Damage	IT Service	1	5.46
30017	PC: HP 280 G1 Microtower Intel Core i3	Electrical Services	Damage	IT Service	1	5.47
29065	CPU: HP 280MT Intel Core i3	Electrical Services	Damage	IT Service	1	11.26
29069	CPU: HP 280MT Intel Core i3	Electrical Services	Damage	IT Service	1	11.26
Scrap / Inventory	ISDN TA 128	Electrical Services	Damage	IT Service	1	-
38212	Laptop: HP Probook 650 G4 Intel Core i5	Electrical Services	Damage	IT Service	1	1 254.66
29070	Laptop: HP Probook 650 G1 Intel Core	Electrical Services	Damage	IT Service	1	310.26
28902	Laptop: HP ProBook 650 G1 Inter Core i3	Electrical Services	Damage	IT Service	1	16.43

Approved for disposal:

Director: Electrical Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
29080	Laptop: HP Probook 650 G1 - Intel Core	Electrical Services	Damage	IT Service	1	126.02
44182	Laptop: Dell Latitude 5520 Intel Core i5 1135G7	Electrical Services	Damage	IT Service	1	6 970.36
23029	Hp 6560B 2410M 15	Electrical Services	Damage	IT Service	1	7.80
39811	Laptop: HP Probook 650 G5 I7	Electrical Services	Damage	IT Service	1	4 167.81
23032	Hp 6560B 2410M 15	Electrical Services	Damage	IT Service	1	7.80
26019	Server: HP ML 110 G7	Electrical Services	Damage	IT Service	1	45.84
26018	Server: HP ML 110 G7	Electrical Services	Damage	IT Service	1	5.82
22317	Siemens Phone	Electrical Services	Damage	IT Service	1	0.09
22227	Phone Siemens Ip	Electrical Services	Damage	IT Service	1	0.30
22343	Telephone Ip Siemens	Electrical Services	Damage	IT Service	1	0.09
29055	CPU: HP 280MT Intel Core i3	Electrical Services	Damage	IT Service	1	64.56
34117	Laptop: HP ProBook 470 i7-7500U 17.3 8GB/1T	Electrical Services	Damage	IT Service	1	42.02
29091	Docking Station: HP 90W	Electrical Services	Damage	IT Service	1	27.53
29045	CPU: HP Desktop MT 3500 G2 Intel Cor	Electrical Services	Damage	IT Service	1	5.95
Scrap / Inventory	Computer	Electrical Services	Damage	IT Service	1	-
29059	CPU: HP 280MT Intel Core i3	Electrical Services	Damage	IT Service	1	120.39
31521	Laptop: HP 840 G3 - Intel Core i7-6500U 8GB 256GB SSD W	Electrical Services	Damage	IT Service	1	235.87
26862	Thin Client	Electrical Services	Damage	IT Service	1	44.50
46276	Cashdrawer: Proline	Electrical Services	Damage	IT Service	1	361.11
40506	Printer: HP Laserjet Pro MFP M227FW	Electrical Services	Damage	IT Service	1	864.54
31441	Printer: HP Laserjet Pro MFP	Electrical Services	Damage	IT Service	1	99.03
40513	Printer: HP M227fdw Laserjet Pro	Electrical Services	Damage	IT Service	1	123.27
22812	Epson Lx-300+li Dot Matrix Printers	Electrical Services	Damage	IT Service	1	7.07
21274	Printer Epson Lx 300+	Electrical Services	Damage	IT Service	1	0.02
27558	Docking Station	Electrical Services	Damage	IT Service	1	0.89
29089	Docking Station: HP 90W	Electrical Services	Damage	IT Service	1	2.22
22809	Hp Docking Station (Vb043Aa)	Electrical Services	Damage	IT Service	1	3.78

Approved for disposal:

Director: Electrical Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
31464	Stand: Monitor: HP LCD 24"	Electrical Services	Damage	IT Service	1	38.25
31465	Stand: Monitor: HP LCD 24"	Electrical Services	Damage	IT Service	1	38.25
Scrap / Inventory	Stand: Monitor: HP LCD 24"	Electrical Services	Damage	IT Service	1	-
27497	Monitor	Electrical Services	Damage	IT Service	1	0.16
38761	Monitor: Lenovo 19" with Keyboards Mouse	Electrical Services	Damage	IT Service	1	107.78
Scrap / Inventory	Monitor: Lenovo 19" with Keyboards Mouse	Electrical Services	Damage	IT Service	1	-
Scrap / Inventory	Monitor: Lenovo 19" with Keyboards Mouse	Electrical Services	Damage	IT Service	1	-
33944	Work Station Computer: Lenovo	Electrical Services	Damage	IT Service	1	78.68
Scrap / Inventory	Various Cables	Electrical Services	Damage	IT Service	1	-
Scrap / Inventory	Analog Telephone	Electrical Services	Damage	IT Service	5	-
Scrap / Inventory	Mikrotik (Pointing & Alluminium Case	Electrical Services	Damage	IT Service	21	-
Scrap / Inventory	Mikrotik Dishes	Electrical Services	Damage	IT Service	3	-
22574	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	4.90
22570	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	0.83
22571	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	5.00
22572	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	5.00
22573	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	5.00
22567	Mikrotik Rb-600 Wireless Device	Electrical Services	Damage	IT Service	1	15.31
22568	Mikrotik Rb-600 Wireless Device	Electrical Services	Damage	IT Service	1	11.83
22569	Mikrotik Rb-433 Wireless Device	Electrical Services	Damage	IT Service	1	0.83
39757	MikroTik 19dBi	Electrical Services	Damage	IT Service	1	372.18
39758	Mikrotik Rack Mount SFP Router	Electrical Services	Damage	IT Service	1	215.77
39759	Mikrotik Disc Lite	Electrical Services	Damage	IT Service	1	92.14
39760	Mikrotik Disc Lite	Electrical Services	Damage	IT Service	1	92.14
39563	MikroTik LGH 5 - 5GHZ Outdoor Grid CPE	Electrical Services	Damage	IT Service	1	100.49
39564	MikroTik LGH 5 - 5GHZ Outdoor Grid CPE	Electrical Services	Damage	IT Service	1	100.49
38164	MikroTik LHG 5GHz PtP 24.5dBi Antenna RBLHG-5nD	Electrical Services	Damage	IT Service	1	68.91

Approved for disposal:

Director: Electrical Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
37901	MikroTik LHG 5GHz PtP 24.5dBi Antenna RBLHG-5nD	Electrical Services	Damage	IT Service	1	53.16
38166	MikroTik LHG 5GHz PtP 24.5dBi Antenna RBLHG-5nD	Electrical Services	Damage	IT Service	1	83.38
38167	MikroTik LHG 5GHz PtP 24.5dBi Antenna RBLHG-5nD	Electrical Services	Damage	IT Service	1	83.38
38172	MikroTik Outdoor 5GHz AC WiFi Router Netmetal RB921UA	Electrical Services	Damage	IT Service	1	285.13
38173	MikroTik Outdoor 5GHz AC WiFi Router Netmetal RB921UA	Electrical Services	Damage	IT Service	1	326.17
38174	MikroTik Outdoor 5GHz AC WiFi Router Netmetal RB921UA	Electrical Services	Damage	IT Service	1	326.17
						960 488.02

Approved for disposal:

Director: Electrical Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
23472	Megaphone With Siren And Shoulder Strap	Protection Services	Damage	Traffic and Law Enforcement	1	2.20
29126	Hat Coat Stand	Protection Services	Damage	Traffic and Law Enforcement	1	3.69
33635	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	7.35
29174	Blue Light: With Siren (CK33653)	Protection Services	Damage	Traffic and Law Enforcement	1	-
29175	Blue Light: With Siren (CK 23115)	Protection Services	Damage	Traffic and Law Enforcement	1	-
31499	Siren with Blue Lights	Protection Services	Damage	Traffic and Law Enforcement	1	94.78
24619	Motorola Cp040 Uhf Portables	Protection Services	Damage	Traffic and Law Enforcement	1	0.20
34183	Drone: Unmanned Flyig Platform	Protection Services	Damage	Traffic and Law Enforcement	1	381.97
31523	Unmanned Flying Platform (Dron	Protection Services	Damage	Traffic and Law Enforcement	1	-
51784	Safe: Digital 200x310x200mm	Protection Services	Damage	Traffic and Law Enforcement	1	740.78
32912	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	1.99
28847	Chair: Savers Highback	Protection Services	Damage	Traffic and Law Enforcement	1	23.60
32393	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	-
32886	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	5.50
33737	Table	Protection Services	Damage	Traffic and Law Enforcement	1	-
23353	Video Machine	Protection Services	Damage	Traffic and Law Enforcement	1	0.08
39884	Road Quip Xpress Bump Yellow 3.5m	Protection Services	Damage	Traffic and Law Enforcement	1	-
39885	Road Quip Xpress Bump Yellow 3.5m	Protection Services	Damage	Traffic and Law Enforcement	1	-
Scrap / Inventory	Schianco Bicycles	Protection Services	Damage	Traffic and Law Enforcement	2	-
Scrap / Inventory	Tyres: 245/70/16 - Dunlop	Protection Services	Damage	Traffic and Law Enforcement	4	-
Scrap / Inventory	Tyres: 245/70/R16 - FIRESTONE	Protection Services	Damage	Traffic and Law Enforcement	4	-
Scrap / Inventory	TYRES: 165/70/R14 - DUNLOP	Protection Services	Damage	Traffic and Law Enforcement	4	-
Scrap / Inventory	TYRES: 195/R15 - ANNAIF	Protection Services	Damage	Traffic and Law Enforcement	4	-
Scrap / Inventory	TYRES: 245/70R/16C - WRANGLER	Protection Services	Damage	Traffic and Law Enforcement	9	-

Approved for disposal:

Director: Protection Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
Scrap / Inventory	TYRES: SMTONI - 205/65/R16	Protection Services	Damage	Traffic and Law Enforcement	2	-
Scrap / Inventory	TYRES: DUNLOP 185/60/R14	Protection Services	Damage	Traffic and Law Enforcement	2	-
Scrap / Inventory	TYRES: GOOD YEAR 245/70/16	Protection Services	Damage	Traffic and Law Enforcement	6	-
Scrap / Inventory	TYRES: GRABBER 245/70/16	Protection Services	Damage	Traffic and Law Enforcement	4	-
24125	Pike Pole 1800Mm	Protection Services	Damage	Fire	1	-
30281	Hose: Perculating 25mm 30m GEKA Couplings	Protection Services	Damage	Fire	1	-
30282	Hose: Perculating 25mm 30m GEKA Couplings	Protection Services	Damage	Fire	1	-
30283	Hose: Perculating 25mm 30m GEKA Couplings	Protection Services	Damage	Fire	1	-
30284	Hose: Perculating 25mm 30m GEKA Couplings	Protection Services	Damage	Fire	1	-
30285	Hose: Perculating 25mm 30m GEKA Couplings	Protection Services	Damage	Fire	1	-
30286	Hose: Perculating 25mm 30m GEKA Couplings	Protection Services	Damage	Fire	1	-
30291	Hose: Rubber 200mm x 30m C/W GEKA Coup	Protection Services	Damage	Fire	1	-
30292	Hose: Rubber 200mm x 30m C/W GEKA Coup	Protection Services	Damage	Fire	1	-
32392	Chair	Protection Services	Damage	Fire	1	-
32393	Chair	Protection Services	Damage	Fire	1	-
32397	Chair	Protection Services	Damage	Fire	1	-
32398	Chair	Protection Services	Damage	Fire	1	-
32990	Jaws Of Life	Protection Services	Damage	Fire	1	-
32387	Chair	Protection Services	Damage	Fire	1	-
26888	Toolbox	Protection Services	Damage	Fire	1	-
33435	Siren	Protection Services	Damage	Fire	1	-
28028	Radio: 2 way TC 610	Protection Services	Damage	Fire	1	-
24061	Hammer Lasher Sledge 6.3Kg	Protection Services	Damage	Fire	1	-
24064	Hammer Lasher Sledge 6.3Kg	Protection Services	Damage	Fire	1	-

Approved for disposal:

Director: Protection Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
24065	Boltcutter Raco 750Mm	Protection Services	Damage	Fire	1	-
24066	Boltcutter Raco 750Mm	Protection Services	Damage	Fire	1	-
24121	Pike Pole 1800Mm	Protection Services	Damage	Fire	1	-
24060	Hammer Lasher Sledge 6.3Kg	Protection Services	Damage	Fire	1	-
24080	Fire Fighter'S Kit Bag	Protection Services	Damage	Fire	1	-
38308	Hose: Duraflex 38mm x 30m	Protection Services	Damage	Fire	1	-
38309	Couplings: Hose Duraflex 65mm x 30m	Protection Services	Damage	Fire	1	-
38310	Couplings: Hose Duraflex 65mm x 30m	Protection Services	Damage	Fire	1	-
38311	Couplings: Hose Duraflex 65mm x 30m	Protection Services	Damage	Fire	1	-
38778	Hamer: Laser	Protection Services	Damage	Fire	1	-
38779	Boldcutter	Protection Services	Damage	Fire	1	-
39508	Hose: Anaconda Rubber 65mm x 30m	Protection Services	Damage	Fire	1	-
39509	Hose: Anaconda Rubber 65mm x 30m	Protection Services	Damage	Fire	1	-
39510	Hose: Anaconda Rubber 65mm x 30m	Protection Services	Damage	Fire	1	-
39511	Hose: Rubber 34mm x 30m	Protection Services	Damage	Fire	1	-
39906	Fire Hose Binder	Protection Services	Damage	Fire	1	-
23069	Airconditioner	Protection Services	Damage	Traffic and Law Enforcement	1	0.10
39870	Stamp: Wooden (Beedigde)	Protection Services	Damage	Traffic and Law Enforcement	1	5.18
39865	Punch: KW Trio	Protection Services	Damage	Traffic and Law Enforcement	1	11.18
28015	Dater: Trodat 5460	Protection Services	Damage	Traffic and Law Enforcement	1	
40749	Dater: Trodat 5460	Protection Services	Damage	Traffic and Law Enforcement	1	10.99
40751	Dater: Trodat 5460	Protection Services	Damage	Traffic and Law Enforcement	1	10.99
40750	Dater: Trodat 5460	Protection Services	Damage	Traffic and Law Enforcement	1	10.99
40748	Dater: Trodat 5460	Protection Services	Damage	Traffic and Law Enforcement	1	111.74

Approved for disposal:

Director: Protection Services

2025/11/11

Auction Items December 2025



Asset Code	Description	Department	Reason for Disposal	Division	Quantity	Book Value as at 30/06/2025
23281	Desk	Protection Services	Damage	Traffic and Law Enforcement	1	0.01
23285	Desk	Protection Services	Damage	Traffic and Law Enforcement	1	0.01
Scrap / Inventory	Stapler Rexel Odysse	Protection Services	Damage	Traffic and Law Enforcement	1	-
33514	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	5.04
Scrap / Inventory	Stapler Rexel Odysse	Protection Services	Damage	Traffic and Law Enforcement	1	-
Scrap / Inventory	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	-
26841	Chair: Saver Side	Protection Services	Damage	Traffic and Law Enforcement	1	3.26
Scrap / Inventory	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	-
Scrap / Inventory	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	-
33049	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	5.04
Scrap / Inventory	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	-
Scrap / Inventory	Stapler Rexel Odysse	Protection Services	Damage	Traffic and Law Enforcement	1	-
26843	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	3.65
26844	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	3.65
Scrap / Inventory	Chair	Protection Services	Damage	Traffic and Law Enforcement	1	-
23183	Kenwood TK3207 UHF Portable ra	Protection Services	Damage	Traffic and Law Enforcement	1	3.52
30261	Radio: HYT TC610 UHF	Protection Services	Damage	Traffic and Law Enforcement	1	29.37
29119	CK41293 Toyota Hilux DC 2.5D SRX	Protection Services	Damage	Traffic and Law Enforcement	1	119 552.52
						121 029.38

Approved for disposal:

Director: Protection Service

2025/11/11



Verslag♦Ingxelo♦ Report

Office of the Director: Protection Services
16 September 2025

ITEM 7.17 OF THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

**SUBJECT: DEVIATION FROM THE PRESCRIBED SCM PROCUREMENT PROCEDURES:
REPAIR WORK TO VW AMAROK LDV CK 49017**

1. BACKGROUND

The Municipality utilizes the VW Amarok vehicle CK 49017 in the traffic and law enforcement department Malmesbury within the K9 unit for routine patrols and the execution of bylaws, traffic and crime prevention operations within the Swartland and West Coast area.

The details of the vehicle is as follows:

Registration Number	CK 49017	Division	Traffic/Law Enforcement
Description	VW Amarok	Kilometres	168 167
Year	2017	Due for replacement	2030/2031

The Amarok LDV, CK 49017 experienced a sudden problem when driving the 7th gear does not kick in. This causes the engine management warning light emitting and Rola VW Malmesbury was requested to diagnose the warning signal. **The diagnostic report identified the following: 7th Gear malfunction which will result in the procurement, removal and installing of a new automatic gearbox.**

The Supply Chain Management Policy states the procurement of goods and services for any amount higher than R30 000.00(including VAT), a tender process must be followed. Rola VW Malmesbury is the approved service provider as the authorise agents for VW be appointed in terms of paragraph 2(6)(g) of the SCM Policy for the replacement and fitment of a new automatic gearbox.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 2(6) states that: ***This policy, except where provided otherwise, does not apply in respect of (g) machinery or other equipment serviced and repaired by the agent of that machinery or equipment.***

The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.

3./...

3. FINANCIAL IMPLICATIONS

The expenditure of R 204 741.30 (R 235 452.50 incl. VAT) against **mSCOA Code: 9/1-14-5**
There is sufficient funding available on the said vote.

4. ALIGNMENT WITH INTEGRATED DEVELOPMENT PLAN FRAMEWORK

This item is aligned to Strategic goal 3: Quality and reliable services.

5. RECOMMENDATION / AANBEVELING

- 5.1 That cognisance be taken that the Municipal Manager approved the repairs of the VW Amarok LDV, CK 49017 for the amount of R 204 741.70 excluding VAT by Rola VW Malmesbury.
- 5.2 That cognisance be taken that in terms of paragraph 2(6)(g) of the SCM Policy a formal tender process was not followed as Rola VW Malmesbury is the support agent for VW Vehicles.
- 5.3 That it be noted that the expenditure will be allocated to mSCOA Code: 9/1-14-5 and that there is sufficient funding available for the quoted amount of R 204 741.30 excluding VAT.
- 5.4 That the Manager Financial Statements and Control be instructed to include the above mentioned reasons as a note to the financial statements when compiled.

(get) R Steyn

DIRECTOR: PROTECTION SERVICES



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
28 October 2025

ITEM 7.18 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: SERVICE OF QUESTER CWE UD 370FC TRUCK CK 44202

1. BACKGROUND.

The Municipality uses a Quester CWE UD 370FC Truck CK 44202 for the pumping of sewerage septic tanks in the Swartland Municipal area. The details of the truck are as follows:

Registration Number	CK 44202	Division	Sewerage
Description	Quester CWE UD 370FC Truck	Km's/Hours	230 000 km
Year	2023	Due replacement	Replacement planning is scheduled for 2035-2036

The truck is due for a service and UD Trucks Malmesbury, the local agent for UD Trucks was approached to provide a quotation.

The Municipality was supplied a quotation amounting to R 50,652.76 excluding Vat.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that UD Trucks Malmesbury be appointed in terms of paragraph 2(6)(d) of the SCM Policy for the services of CK 44202 as they are the authorised agents for UD Trucks.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 2(6) (d) states that: repair and servicing of vehicle must be repaired and/or serviced by the relevant agency / authorized dealer or manufacturer.

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle service vote number 9/4-67-2 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the service of Quester UD CWE 370FC Truck CK 44202 for the amount of R 50,652.76 excluding VAT by UD Trucks Malmesbury.
- 5.2 That cognisance be taken that in terms of paragraph 2(6) (D) of the SCM Policy a formal tender process was not followed as UD Trucks Malmesbury is the support agent to the UD Trucks.
- 5.3 That it be noted that the expenditure will be allocated to mSCOA Code: 9/4-67-2 and that there is sufficient funding available for the quoted amount of R 50,652.76 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/vp



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering

12 November 2025

ITEM 7.19 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: SERVICE OF QUESTER CWE UD 370FC TRUCK CK 56674

1. BACKGROUND.

The Municipality deploys a UD 370FC Truck CK 56674 for the pumping of sewage tanks in the Swartland Municipal area. The details of the truck are as follows:

Registration Number	CK 56674	Division	Sewerage
Description	Quester CWE UD 370FC Truck	Km's/Hours	167.804 km
Year	2023	Due replacement	Replacement planning is scheduled for 2035-2036

The truck is due for a service and UD Trucks Malmesbury, the local agent for UD Trucks was requested to provide a quotation.

The Municipality was supplied a quotation amounting to R 47,537.78 excluding Vat.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that UD Trucks Malmesbury be appointed in terms of paragraph 2(6)(d) of the SCM Policy for the services to CK 56674 as they are the authorised agents for UD Trucks.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 2(6) (d) states that: repair and servicing of vehicle must be repaired and/or serviced by the relevant agency / authorized dealer or manufacturer.

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle service vote number 9/4-71-2 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the service of Quester UD CWE 370FC Truck, CK 56674 for the amount of R 47,537.78 excluding VAT by UD Trucks Malmesbury.
- 5.2 That cognisance be taken that in terms of paragraph 2(6) (D) of the SCM Policy a formal tender process was not followed as UD Trucks Malmesbury is the support agent to the UD Trucks.
- 5.3 That it be noted that the expenditure will be allocated to mSCOA Code: 9/4-71-2 and that there is sufficient funding available for the quoted amount of R 47,537.78 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/vp



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering

17 October 2025

ITEM 7.20 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO CATERPILLAR GRADER, CK 42953

1. BACKGROUND.

The Municipality utilizes a Caterpillar 120K Grader, CK 42953 in the streets and storm water division in Moorreesburg. The details of the machine are as follows:

Registration Number	CK42953	Division	Streets and Stormwater, Malmesbury
Description	Caterpillar Grader 120K	Km's/Hours	5616 Hours
Year	2011	Due replacement	The replacement is not scheduled to occur within the next 5 years.

The machine encountered problems with the rocker box and hydraulic cylinder connected to the mould board of the grader. This rocker box regulates the hydraulic fluid going into the hydraulic cylinder to adjust the lift and angle of the blade when in operation. Barloworld Equipment, the OEM service and support agent for Caterpillar, was requested to do an assessment of the repairs required and a quotation to the amount of R85 889,51 excluding VAT was received.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that Barloworld Equipment be appointed in terms of paragraph 2(6)(d) of the SCM Policy for repairing the hydraulic cylinder and rocker box of CK 42953 as they are the OEM service and support agent for Caterpillar.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 2(6)(d) states that: repairs and servicing of vehicles, where the vehicles must be repaired and or serviced by the relevant agency/authorized dealer or manufacturer.

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle repair vote number 9/7-10-5 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the repairs to the hydraulic cylinder and replacement of the rocker box cover seal to CK 42953 for R85 889.51 excluding VAT by Barloworld Equipment.
- 5.2 That cognisance be taken that in terms of paragraph 2(6) (d) of the SCM Policy a formal tender process was not followed, as Barloworld Equipment is the OEM service and support agent for Caterpillar machines.
- 5.3 That it be noted that the expenditure will be allocated to mSCOA Code: 9/7-10-5 and that there is sufficient funding available for the quoted amount of R85 889.51 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/jb



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
23 October 2025

ITEM 7.21 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIRS OF SUBMERCIBLE PUMP NO 1 AT THE DARLING SEWER PUMP STATION
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1. BACKGROUND

The sewer pump station in Darling collects and transfers raw sewerage from the residential areas in Darling to the Darling WWTW. The pump station is equipped with two pump sets. One of the pumps was faulty and removed for repairs.

CAW, a reputable company with the required skills and equipment was requested to assess the extent of repairs and to prepare a quotation. In order to prepare the quotation the pump had to be stripped at their premises. The quotation was received and amounts to R 45 900.00 (excluding VAT).

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that the repairs to the pump be handled by CAW as it would be impractical to have the pump reassembled and stripped again to obtain more quotations.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 36(1)(a) allows the Accounting Officer to dispense with the official procurement processes for any required goods or services through any convenient process, which may include direct negotiations, but only –

- 2.1 in an emergency;
- 2.2 if such goods or services are produced or available from a single provider only;
- 2.3 for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- 2.4 acquisition of animals for zoos and/or botanical specimens for nature and game reserves; or
- 2.5 in any other exceptional case where it is impractical or impossible to follow the official procurement processes;

The accounting officer must record the reasons for any deviations in terms of sub regulation (1)(a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.”

3. FINANCIAL IMPLICATIONS

The expenditure was allocated to vote number 9/240-849-381 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The provision of sewer services aligns with Strategic Goal 3: Quality and Reliable Services.

5. RECOMMENDATION

- 5.1 That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy.
- 5.2 That cognisance be taken of the action of the Municipal Manager to approve the repair of the pump at the Darling Pump station by CAW for the amount of R45 900.00 (excluding VAT).
- 5.3 That the reason for the deviation from the prescribed procurement process be recorded as follows:
- The submersible pump had to be removed from the pump station to the workshop of the service provider and stripped in order to assess the required repairs and to prepare a quotation.
 - Obtaining more quotes would be impractical as it would require the pump to be reassembled and stripped again at the workshops of alternative service providers.
- 5.3 That it be noted that the expenditure was allocated to mSCOA Code: 9/240-849-381 and that there is sufficient funding available for the quoted amount of R45 900.00 (excluding VAT).

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/vp



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
27 October 2025

ITEM 7.22 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: URGENT REPAIR WORK TO THE SUBMERCIBLE PUMP NO 2 AT KALBASKRAAL PUMPSTATION 1

1. BACKGROUND

The sewer pump station in Kalbaskraal collects and transfers raw sewerage from the residential areas in Kalbaskraal to the Kalbaskraal evaporation ponds. The pump station is equipped with two pump sets. One of the pumps suffered mechanical failure resulting in periodic overflow of raw sewerage at the pump station.

CAW, a reputable company with the required skills and equipment was requested to assess the extent of repairs and to prepare a quotation.

The quotation was received and amounts to R 41,090.00 (excluding VAT).

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R30,000.00 (including VAT), a formal tender process must be followed. However the Municipal Manager has approved that the repairs to the pump be handled as an emergency by CAW due to the inevitable failure in sewer services and the overflow of raw sewerage should the pump be out of service for an extended period of time following due process.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 36(1)(a) allows the Accounting Officer to dispense with the official procurement processes for any required goods or services through any convenient process, which may include direct negotiations, but only –

- 2.1 in an emergency;
- 2.2 if such goods or services are produced or available from a single provider only;
- 2.3 for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- 2.4 acquisition of animals for zoos and/or botanical specimens for nature and game reserves; or
- 2.5 in any other exceptional case where it is impractical or impossible to follow the official procurement processes;

The accounting officer must record the reasons for any deviations in terms of sub regulation (1)(a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.”

3. FINANCIAL IMPLICATIONS

The expenditure was allocated to vote number 9/240-849-381 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The provision of sewer services aligns with Strategic Goal 3: Quality and Reliable Services.

5. RECOMMENDATION

- 5.1 That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy.
- 5.2 That cognisance be taken of the action of the Municipal Manager to approve the repair of the pump at the Kalbaskraal Pumpstation 1 by CAW for the amount of R41,090.00 (excluding VAT).
- 5.3 That the reason for the deviation from the prescribed procurement process be recorded as follows:
 - The submersible pump would have been left out of service for an extended period of time while following due process;
 - This would have resulted in the flooding of the sewerage pump station and an interruption in the sewerage service;
 - The repair work to the pump had therefore to be handled as an emergency.
- 5.3 That it be noted that the expenditure was allocated to mSCOA Code: 9/240-849-381 and that there is sufficient funding available for the quoted amount of R 41,090.00 (excluding VAT).

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/vp



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
12 November 2025

ITEM 7.23 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: URGENT REPAIR WORK TO THE SUBMERCIBLE PUMP NO 1 AT BLIKKIESDORP.

1. BACKGROUND

The sewer pump station in Blikkiesdorp collects and transfers raw sewerage from the residential area in Blikkiesdorp to the Riebeek-Kasteel WWTW. The pump station is equipped with two pump sets. One of the pumps suffered mechanical failure resulting in periodic overflow of raw sewerage at the pump station.

CAW, a reputable company with the required skills and equipment was requested to assess the extent of repairs and to prepare a quotation. The quotation was received and amounts to R 32,335.00 (excluding VAT).

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R30,000.00 (including VAT), a formal tender process must be followed. However the Municipal Manager has approved that the repairs to the pump be handled as an emergency by CAW due to the inevitable failure in sewer services and the overflow of raw sewerage should the pump be out of service for an extended period of time following due process.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 36(1)(a) allows the Accounting Officer to dispense with the official procurement processes for any required goods or services through any convenient process, which may include direct negotiations, but only –

- 2.1 in an emergency;
- 2.2 if such goods or services are produced or available from a single provider only;
- 2.3 for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- 2.4 acquisition of animals for zoos and/or botanical specimens for nature and game reserves; or
- 2.5 in any other exceptional case where it is impractical or impossible to follow the official procurement processes;

The accounting officer must record the reasons for any deviations in terms of sub regulation (1)(a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.”

3. FINANCIAL IMPLICATIONS

The expenditure was allocated to vote number 9/240-849-381 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The provision of sewer services aligns with Strategic Goal 3: Quality and Reliable Services.

5. RECOMMENDATION

- 5.1 That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy.
- 5.2 That cognisance be taken of the action of the Municipal Manager to approve the repair of the pump at the Blikkiesdorp Pumpstation Pump no 1 by CAW for the amount of R 32,355.00 (excluding VAT).
- 5.3 That the reason for the deviation from the prescribed procurement process be recorded as follows:
 - The submersible pump would have been left out of service for an extended period of time while following due process;
 - This would have resulted in the flooding of the sewerage pump station and an interruption in the sewerage service;
 - The repair work to the pump had therefore to be handled as an emergency.
- 5.3 That it be noted that the expenditure was allocated to mSCOA Code: 9/240-849-381 and that there is sufficient funding available for the quoted amount of R 32,335.00 (excluding VAT).

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/vp



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
John Barlow
22 September 2025

ITEM 7.24 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR TO FRONT BUCKET, VOLVO WHEEL LOADER CK35796

1. BACKGROUND.

The Municipality deploys a Volvo wheeled loader CK 35769 for operation and maintenance activities of the streets and storm water division in Darling.

Registration Number	CK 35769	Division	Streets and Stormwater, Darling, Yzerfontein.
Description	Volvo wheeled loader	Km's/Hours	20 000 hours
Year	2004	Due replacement	Replacement is scheduled for 2028-2029.

The bucket of the machine showed signs of wear and tear and the OEM agent, Babcock Equipment was requested to do an assessment of the repairs required and to provide a quotation.

The report from Babcock Equipment indicated visible cracks along the side plates and excessive wear on the cutting edge. The quotation for repair amounts to R 93 797.47 excluding Vat.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that Babcock to be appointed in terms of paragraph 2(6)(d) of the SCM Policy for the repairs to CK 35769 as they are the authorised agents for Volvo.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 2(6) (d) states that: repair and servicing of vehicle must be repaired and or serviced by the relevant agency / authorized dealer or manufacturer..

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle service vote number 9/7-12-5 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the repairs to CK 35769 for the amount of R 93 797.47 excluding VAT by Babcock Equipment.
- 5.2 That cognisance be taken that in terms of paragraph 2(6) (D) of the SCM Policy a formal tender process was not followed as Babcock is the support agent to the Volvo Wheel loader.
- 5.3 That it be noted that the expenditure will be allocated to mSCOA Code: 9/7-12-5 and that there is sufficient funding available for the quoted amount of R 93 797.47 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/jb



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
20 October 2025

6/1/2/1

ITEM 7.25 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO FRONT-END-LOADER CK 49106

1. BACKGROUND.

The Municipality deploys front-end-loader CK49106 for illegal dumping clearing in Swartland Municipality towns. The details of the equipment are as follows:

Registration Number	CK49106	Division	Refuse removal: Illegal dumping
Description	Volvo L60GZ	Hours	7 797
Year	2016	Due replacement	Not in the next 3 years

CK49106 was halted when oil was seen leaking from the rear differential. The machine was taken to Babcock, the authorised support agents for Volvo construction equipment. It was determined that the pinion shaft that is linked to the propshaft, broke off inside the differential, damaging the propshaft and pinion seal, causing the differential oil to leak out. Further damage was caused to the rear brake discs and brake plates inside the differential due to heat build-up. The repairs will include replacing the complete drive gear set (includes pinion and crown wheel), propshaft, roller bearings, brake discs and brake plates. The Municipality was supplied a quote of R 231,312.41 excluding VAT. The Volvo replacement parts have a 24-month warranty or 6,000 operational hours, whichever comes first. Wearing parts such as the brake discs are excluded from the warranty.

CK49106 is not due for replacement in the next five (5) years. The front-end loader is essential for removal of illegal dumping and the service will be severely impaired should the machine be out of service for an extended period. Repairs to CK49106 is therefore warranted.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that Babcock be appointed in terms of paragraph 2(6)(g) of the SCM Policy for the repair of the differential, propshaft and brake system of front-end-loader CK 49106, as they are the authorised support agents for Volvo equipment in the Western Cape.

2. LEGISLATION

The Supply Chain Management Policy under paragraph **2(6)** states that: *This Policy, except where provided otherwise, does not apply in respect of: (g) machinery or other equipment serviced and repaired by the agent of that machinery or equipment.*

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle repair vote number 9/7-18-5 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the repair of the differential, propshaft and brake system of front-end-loader CK 49106 for the amount of R 231,312.41 excluding VAT by Babcock.
- 5.2 That cognisance be taken that in terms of paragraph 2(6)(g) of the SCM Policy a formal tender process was not followed as Babcock is the support agent for Volvo equipment in the Western Cape.
- 5.3 That it be noted that the expenditure will be allocated mSCOA Code: 9/7-18-5 and that there is sufficient funding available for the quoted amount of R 231,312.41 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

PSM/psm



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
21 October 2025

6/1/2/1

ITEM 7.26 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO COMPACTOR TRUCK CK 34173

1. BACKGROUND.

The Municipality deploys compactor truck CK 34173 for refuse collection in Malmesbury, Riebeeck Kasteel and Riebeeck West. The details of the truck are as follows:

Registration Number	CK 34173	Division	Refuse removal, Malmesbury and Riebeeke
Description	UD 330 Quester Refuse Compactor	Km's/Hours	78 787
Year	2023	Due replacement	Not in the next 5 years

CK 34173 developed difficulty with compacting waste and was taken to Transtech, the agents for Heil 5000 compactor bodies, for assessment. It was determined that the packer panel had to be refurbished and the packer panel main shaft be replaced with new. The Municipality was supplied a quote of R 78,852.35 excluding VAT.

CK34173 is not due for replacement in the next five (5) years. The truck is essential for refuse removal services and the service will be severely impaired should the truck be out of service for an extended period. Repairs to the compactor body of the CK 34173 is therefore warranted.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that Transtech be appointed in terms of paragraph 2(6)(g) of the SCM Policy for repairs to the packer panel system of compactor truck CK 34173 as they are authorised support agents for Allison transmissions in the Western Cape.

2. LEGISLATION

The Supply Chain Management Policy under paragraph **2(6)** states that: *This Policy, except where provided otherwise, does not apply in respect of: (g) machinery or other equipment serviced and repaired by the agent of that machinery or equipment.*

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle repair vote number 9/4-68-5 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the repair of the packer panel system of compactor truck CK 34173 for the amount of R 78,852.35 excluding VAT by Transtech.
- 5.2 That cognisance be taken that in terms of paragraph 2(6)(g) of the SCM Policy a formal tender process was not followed as Transtech is the support agent for Heil 5000 refuse compactor back-ends in the Western Cape.
- 5.3 That it be noted that the expenditure will be allocated mSCOA Code: 9/4-68-5 and that there is sufficient funding available for the quoted amount of R 78,852.35 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES
PSM/psm



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
John Barlow
24 October 2025

ITEM 7.27 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIRS OF FALCON F50 SLASHER

1. BACKGROUND.

The Municipality makes use of a Falcon F50 Slasher, in the Parks division in Malmesbury. The details of the machine is as follow:

Registration Number	33898-13098	Division	Parks Dept Malmesbury
Description	Falcon F50/Slasher	Km's/Hours	NONE
Year	2010	Due replacement	The replacement is not scheduled within the next 5 years

A fault developed on the gearbox of the Falcon F50 Slasher. Afgri Equipment, the authorized agents for Falcon equipment, was requested to investigate and to prepare a quotation. The quotation was received and amounts to R 27,031.21 (excluding VAT).

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that Afgri Equipment be appointed in terms of paragraph 2(6)(g) of the SCM Policy for the repairs to the gearbox as they are the authorised agents for Falcon equipment.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 2(6)(g) states that: repairs and servicing of machinery, where the machinery must be repaired and or serviced by the relevant agency/authorized dealer or manufacturer.

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the machine repair vote number 9/236-677-315 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of parks and sport fields services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken that the Municipal Manager has approved the repairs to the gearbox of the Falcon F50 Slasher for the amount of R 27,031.21 (excluding VAT) by Afgri Equipment.
- 5.2 That cognisance be taken that in terms of paragraph 2(6) (g) of the SCM Policy a formal tender process was not followed, as Afgri Equipment is the agent for Falcon equipment.
- 5.3 That it be noted that the expenditure was allocated to mSCOA Code: 9/236-677-315 and that there is sufficient funding available for the quoted amount of R 27,031.21 (excluding VAT).
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

JB/vp



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
23 October 2025

ITEM 7.28 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 19 NOVEMBER 2025

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPLACE CENTRE BEARING: RIEBEEK KASTEEL WWTW CLARIFIER
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1. BACKGROUND

The turntable of the clarifier at the Riebeek Kasteel WWTW became faulty. GW Trautman, a reputable company with the required skills and equipment was requested to assess the extent of repairs and to prepare a quotation. In order to prepare the quotation the equipment had to be removed and stripped at their premises. The quotation received amounted to R32 505.00 (excluding VAT).

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved the repairs to turn table of the clarifier by GW Trautman as it would be impractical to have the equipment reassembled and stripped again to obtain more quotations.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 36(1)(a) allows the Accounting Officer to dispense with the official procurement processes for any required goods or services through any convenient process, which may include direct negotiations, but only –

- 2.1 in an emergency;
- 2.2 if such goods or services are produced or available from a single provider only;
- 2.3 for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- 2.4 acquisition of animals for zoos and/or botanical specimens for nature and game reserves; or
- 2.5 in any other exceptional case where it is impractical or impossible to follow the official procurement processes;

The accounting officer must record the reasons for any deviations in terms of sub regulation (1)(a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements."

3. FINANCIAL IMPLICATIONS

The expenditure was allocated to vote number 9/239-851-689 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The provision of sewer services aligns with Strategic Goal 3: Quality and Reliable Services.

5. RECOMMENDATION

- 5.1 That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy.
- 5.2 That cognisance be taken of the action of the Municipal Manager to approve the repairs of clarifier turntable centre bearing at the Riebeek Kasteel WWTW for the amount of R32 505.00 (excluding VAT).
- 5.3 That the reason for the deviation from the prescribed procurement process be recorded as follows:
- The turn table had to be removed from the clarifier to the workshop of the service provider and stripped in order to assess the required repairs and to prepare a quotation.
 - Obtaining more quotes would be impractical as it would require the equipment to be reassembled and stripped again at the workshops of alternative service providers.
- 5.3 That it be noted that the expenditure was allocated to mSCOA Code: 9/239-581-689 and that there is sufficient funding available for the quoted amount of R32 505.00 (excluding VAT).

(get) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES
JB/vp



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Munisipale Bestuurder

4 November 2025

2/6

WYK: Nvt

ITEM 7.29 VAN DIE AGENDA VAN 'N GEWONE UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

ONDERWERP:	SLUITING VAN KANTORE AS BLYK VAN WAARDERING VIR SWARTLAND MUNISIPALITEIT SE PRESTASIES
SUBJECT:	CLOSING OF OFFICES AS ACKNOWLEDGEMENT OF APPRECIATION FOR SWARTLAND MUNICIPALITY'S ACHIEVEMENTS

1. AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION

- 1.1 Swartland Munisipaliteit het gedurende 2025 verskeie toekennings ontvang, waarvan die topprestasie behaal is by die Munisipale Prestasietoekennings wat deur SAPOA (*South African Property Owners' Association*) in samewerking met Ratings Afrika en die *Banking Association of South Africa* aangebied is. Swartland Munisipaliteit deel die eerste plek met Saldanhabaai Munisipaliteit as die mees finansiële volhoubare munisipaliteite in Suid-Afrika.

Swartland Munisipaliteit is ook bekroon as die beste presterende munisipaliteit vir die Munisipaliteit se bydrae tot die eiendomsbedryf op die gebied van munisipale volhoubaarheid.

Die Munisipale Bestuurder het tydens die Raadsvergadering gehou op 30 Oktober 2025 beklemtoon dat die toekennings die resultaat is van die Munisipaliteit se strewe om te doen wat vanaf 'n plaaslike owerheid verwag word en om die gemeenskap met integriteit, toewyding en uitnemendheid te dien. Die eerbewyse is die gevolg van 'n gesamentlike poging, 'n gedeelde visie en toewyding om die regte kultuur te skep.

Hierdie prestasies is ook 'n weerspieëling van die harde werk deur elke werknemer wat elke dag vir die gemeenskap opdaag en sy/haar beste lewer.

As blyk van waardering word voorgestel om Vrydag, 2 Januarie 2026 aan personeel toe te staan as 'n nie-werksdag.

- 1.2 Oortydbetalings op hierdie datum sal geskied teen die Saterdagtarief.
- 1.3 Die afdag sal op die Verlofstelsel as 'n nie-werksdag geregistreer word.

2. AANBEVELING / RECOMMENDATION

- (a) Dat, as blyk van waardering vir die bogemelde prestasies, goedkeuring verleen word dat die munisipale kantore op Vrydag, 2 Januarie 2026 mag sluit vir die dag;
- (b) Dat hierdie 'n eenmalige vergunning is en dat geen verwagting met die oog op toekomstige prestasies geskep word nie;
- (c) Dat kennisgewings by al die betaalpunte in die munisipale gebied en op die webtuiste aangebring word om van die sluiting van kantore kennis te gee;
- (d) Dat, met hierdie vergunning, oortyd betaal word vir tye gewerk teen die Saterdagtarief.

Recommendation/...

RECOMMENDATION

- (a) *That, as a token of appreciation for the aforementioned awards, approval be granted that the offices close for the day on Friday, 2 January 2026;*
- (b) *That this is a once-off reward and should not create an expectation with regards to future awards;*
- (c) *That notices be placed at all pay points in the municipal area and on the website to give notice of the closing of the offices;*
- (d) *That, with this reward, overtime for time worked on the day will be paid at the Saturday tariff.*

(get) J J Scholtz

MUNISIPALE BESTUURDER



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Munisipale Bestuurder
12 November 2025

P.1000868
4/8/3

ITEM 7.30 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERS-KOMITEEVERGADERING WAT GEHOU SAL WORD OP 19 NOVEMBER 2025

ONDERWERP:	AANSOEK OM VAKANSIEVERLOF DEUR MUNISIPALE BESTUURDER EN DIREKTEURE EN AANWYS VAN WAARNEMENDE MUNISIPALE BESTUURDER
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1. AGTERGROND / BACKGROUND

- 1.1 Die Munisipale Bestuurder doen by die Uitvoerende Burgemeesterskomitee aansoek om verlof. Hierby aangeheg is 'n skedule wat aandui van wanneer die Munisipale Bestuurder van voorneme is om verlof te neem.
- 1.2 Die skedule toon ook die voornemens van die ander Direkteure, ten einde 'n geheelbeeld te skets van watter direkteure beskikbaar is om waar te neem.

AANBEVELING / BESLUIT

- (a) Die Munisipale Bestuurder se verlof was reeds op 16 April 2025 aan die Uitvoerende Bugemeester voorgelê, en was goedkeuring vir die volgende datums verleen, synde:
 - 17-31 Desember 2025 (9 dae).
 - 1 -9 Januarie 2026 (6 dae).
- (b) Dat daar kennis geneem word dat die volgende Direkteure gedurende voormelde tydperk sal waarneem as Munisipale Bestuurder:
 - Mnr T Möller: 17 tot 24 Desember 2025 (6 Dae)
 - Mnr L Zikmann: 29 tot 31 Desember 2025 (3 Dae)
1 tot 9 Januarie 2025 (6 Dae)
- (c) Dat die skedule ook die waarnemende Direkteure in hulle onderskeie departement aanwys, ten einde goeie kommunikasie en dienslewering te verseker.

(get) J J Scholtz

MUNISIPALE BESTUURDER

VERLOFSKEDULE DES 2025 - JAN 2026

[illegible]

KLEUR KODES			NAWEKE	
			VAKANSIE DAE	