



**NOTULES VAN DIE / MINUTES OF THE**

**SPESIALE RAADSVERGADERING VAN DIE CEDERBERG MUNISIPALITEIT SOOS  
GEHOU OP**

**28 NOVEMBER 2019**

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**SPECIAL COUNCIL MEETING OF THE CEDERBERG MUNICIPALITY, HELD ON**

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**MINUTES OF THE SPECIAL COUNCIL MEETING OF THE CEDERBERG MUNICIPALITY  
HELD ON 28 NOVEMBER 2019 IN THE COUNCIL CHAMBER , CITRUSDAL.**

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CIRCULATED AGAIN.**

**PRESENT AND IN ATTENDANCE:**

As per the attendance registers copied into the minutes after the final item:

**ABSENT WITHOUT APOLOGY:**

- Cllr. R Pretorius
- Cllr. J Meyer
- Cllr. W Farmer
- Cllr. R Witbooi
- Cllr. F Sokuyeka

<b>1. OPENING</b>
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**Rules of Order for Internal Arrangement**

**PART 3: MEETINGS**

**4. Commencement of meetings of Council**

- 4.1 The meeting must commence precisely at a time it is convened for.
- 4.2 The Speaker must assume the chair provided that a quorum is constituted.
- 4.3 The business of the meeting must be outlined at the onset.

**5. Quorum**

- 5.1 The presence of a majority of the members constitutes a quorum.
- 5.2 In the event that no quorum is present at the time at which the meeting was convened, the commencement of the meeting may be delayed for no longer than 30 minutes on the basis that no quorum exists.
  - 5.2.1 Should a quorum exist within this period, the Speaker must assume the chair immediately upon establishing that the quorum exists.
  - 5.2.2 Should no quorum continue to exist at the end of this period, the meeting must be adjourned by the Speaker to an alternate date, time and if applicable venue at his/her discretion., In this instance, the names of members present must be recorded.
- 5.3 In the event that there is no quorum and the Speaker is absent, the commencement of the meeting must be delayed for no more than 30 minutes and if there is no quorum at the end of this period, the meeting shall be cancelled. In this instance, the municipal manager must record the names of the members present.
- 5.4 A quorum is to be sustained during the course of proceedings of a meeting. Should there be a lack of quorum subsequent to the commencement of the meeting, the Speaker must suspend the proceedings until a quorum is again present, provided that if after 10 minutes there is still no quorum the speaker must adjourn the meeting.
- 5.5 In any instance when a meeting is adjourned as a result of the absence of a quorum, the time of such adjournment, as well as the names of the members present, must be recorded in the minutes.
- 5.6 Names of absentee members are to be recorded and provided by the Speaker to the committee established in terms of section 6 for the purposes of an investigation of a breach of these rules.

- a) The Chairperson, Cllr. P Strauss called the meeting to order and welcomed all present. Cllr. M Heins opened the meeting with a prayer.

## 2. OFFICIAL NOTICES AND COMMUNICATION BY THE SPEAKER

### 2.1 REPLACEMENT OF PR COUNCILLOR

**To:** The Municipal Manager: Cederberg Local Municipality  
**From:** M Sheburi  
**CC:** G Abrahams; C Sampson; D Marco; B Mbeleni; K Simelane  
**Date:** 20 November 2019  
**Re:** Replacement of African National Congress (ANC) PR Councillor Nel: WC012 – Cederberg Local Municipality

Urgent    For Review    Please Comment    Please Reply    Please Recycle

Please be advised that Francois Kamfer, ID No. 750912 5172 083, being the candidate at the top of the party list for the African National Congress (ANC) has been declared elected to Cederberg Local Municipality, as prescribed in item 18 of Schedule 1 of the Municipal Structures Act, 1998 (Act. No. 117 of 1998).

Councillor Kamfer replaces Marianne Nel, ID No. 760622 0139 080, who ceased to hold office of Councillor in the municipality.

Sincerely,  
  
M Sheburi  
DCEO: Electoral Operations

#### Electoral Commission

*Ensuring Free and Fair Elections*  
Commissioners: Mr V.G. Mashinini (Chairperson) | Ms J.Y. Love (Vice-Chairperson) | Dr N.P. Macosiu | Mr M. Mogyia | Judge D. Pillay  
National Office: Election House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0157 | P/Bag X312, Centurion, 0046  
Info@elections.org.za | www.elections.org.za  
Tel (+27) 12 622 5700 | Fax (+27) 622 5764

#### RESOLVED:

1. Council takes cognisance of the announcement of the new PR Councillor, Cllr. F Kamfer.

### 2.2 REPLACEMENT OF PR COUNCILLOR (OATH)

#### EED:

Ek sweer dat ek getrou sal wees aan die Republiek van Suid-Afrika en gehoorsaamheid, respek sal toon en die Konstitusie en alle ander wette van die Republiek van Suid-Afrika sal handhaaf en ek belowe plegtig om my funksies en verantwoordelikhede getrou na te kom na die beste van my vermoë as Raadslid van die Munisipaliteit Cederberg.

So help my God.

#### PLEGTIGE VERKLARING:

Ek verklaar plegtig dat ek getrou sal wees aan die Republiek van Suid-Afrika en gehoorsaamheid, respek sal toon en die Konstitusie en alle ander wette van die Republiek van Suid-Afrika sal handhaaf en ek belowe plegtig om my funksies en verantwoordelikhede getrou na te kom na die beste van my vermoë as Raadslid van die Munisipaliteit Cederberg.

#### RESOLVED:

2. Council takes cognisance of the announcement of the new PR Councillor, Cllr. F Kamfer.

### **3. ELECTION OF (ACTING) SPEAKER, IF NECESSARY**

- N/A

### **4. APPLICATIONS FOR LEAVE OF ABSENCE**

#### **Rules of Order for Internal Arrangement**

##### **Part 3**

#### **7. Leave of absence**

- 7.1 Leave of absence may be obtained from Municipal Council by a member who wishes to absent himself or herself from meetings. Should a member be prevented from obtaining leave of absence based on special circumstances, the Speaker has the discretion to on grant such leave.
- 7.2 A written application for leave of absence from a meeting of the Municipal Council or a Committee must be addressed to the Speaker by the Member applying for leave.
- 7.3 Written applications include emails sent to the Speaker.
- 7.4 In certain instances, the granting of applications for leave is deemed. These instance include:
  - 7.4.1 the Member is acting on behalf of the Municipal Council on other matters elsewhere based on instructions of Council or the Mayor.
  - 7.4.2 the Member is required to remove himself/herself from a meeting by the Municipal Council, Mayor or Committee in circumstances envisaged in item 3(b) of Schedule 1 to the Systems Act, or the member recuses him/herself.
- 7.5 The Speaker may also grant leave of absence to a member for the following reasons:
  - 7.5.1 illness or any other valid reasonable reason making it impossible for the member to attend;
  - 7.5.2 business, personal commitments, or personal circumstances of the member.
  - 7.5.3 The failure to deliver notice of a meeting or the delivery of notice less than 72 hours prior to commencement provided that this does not relate to an ordinary meeting of the Council or Committees or changes of addresses of members.
  - 7.5.4 The lack of informing the Municipal Manager of a revised address for the service of documentation at least 7 days before the relevant meeting;
  - 7.5.5 Where circumstances envisaged in item 3(b) of the Code of Conduct for Councillors in Schedule 1 to the Systems Act occur which prevent the Member from attendance;
  - 7.5.6 Other circumstances where the member is prevented from attending the meeting.

#### **2.1 A blank Application for Leave of Absence form is enclosed**

#### **2.2 The Attendance Registers will be available at the meeting**

#### **Rules of Order for Internal Arrangement**

##### **Part 3**

#### **6. Attendance at meetings**

- 6.1 An attendance register must be kept in relation to all meetings. Such register is to be signed by every member that attends the meeting/s.
- 6.2 Instances when a member may be absent from a meeting include the following:
  - 6.2.1 upon leave of absence being granted in terms of rule 7; and
  - 6.2.2 upon withdrawal on the basis of a legal requirement.

### **5. STATEMENTS AND COMMUNICATIONS BY THE SPEAKER**

- Speaker request that Council business be conducted in an orderly manner as should be and that the public as well as Councillors should adhere to this ruling.

<b>6. STATEMENTS AND COMMUNICATION BY THE EXECUTIVE MAYOR</b>
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The Executive Mayor informed Council that:

- Councillor F Kamfer will henceforth replace all duties of Marianne Nell; and

**6.1 APPONTMENT OF THE CHAIRPERSON OF THE MUNICIPAL PUBLIC  
ACCOUNTS OMMITTEE**

**RESOLVED:**

- a) Cllr. F Kamfer be appointed as the Chairperson of the Municipal Public Accounts Committee.

**Proposed:** Cllr. N Qunta

**Seconded:** Cllr. L Scheeperrs

## 7. MATTERS FOR CONSIDERATION

### Rules of Order for Internal Arrangement

#### Part Four:

#### 2. DECISIONS AND VOTING

- 2.1 In the event that the Speaker enquires from the attendees at a meeting if they are in agreement with recommendation/s and there is no opposition by any member present, recommendations are adopted.
- 2.2 The Speaker must put every apposed motion to the vote by calling upon the members to indicate by a raising of hands unless otherwise prescribed by law, whether they are in favour of or against such motion. The result of the vote must thereafter be declared by the Speaker.
- 2.3 The number of members voting in favour of or against an item, is to be recorded in the minutes. Members may abstain from voting without leaving the meeting and may request that his/her abstention be recorded in the minutes of that meeting. Consequently, subsequent to the speaker's declaration of the result, a member may demand that his or her opposition or support of a decision be recorded in the minutes and the Municipal Manager must accordingly arrange for the same.
- 2.4 All decisions must be taken by a supporting vote of the majority of the members present at any meeting of the Council.
- 2.5 The Municipal Council must reconsider a decision taken if the majority of members lodge a request in writing with the Municipal Manager. This shall apply unless such reconsideration adversely affects existing rights. Motions for the reconsideration of decision must be submitted in terms of Rule 5 of the Rules of Order.
- 2.6 Notwithstanding the provision of this Rule, the Council may at any time following a recommendation by the Mayor, rescind or amend any resolution passed by it.

#### Part 5

#### 4. Councillor to address chair

A member who speaks at a meeting must address the chair.

#### Part 5

#### 16. Order of priority

- 16.1 The Speaker must ensure that there is maintenance of order. To this end, the Speaker may, if he / she deems it necessary, at any time in a meeting direct an officer to remove or cause the removal of any person, excluding a member, from the Council Chamber. The Speaker may also direct that the public gallery be vacated.
- 16.2 The removal of any person or persons who refuse to carry out any reasonable instruction given by the Speaker or obstructs the carrying out of such instruction may be ordered by the Speaker.

#### Part 5

#### 3. Precedence of the Speaker

Silence must be observed by all present in meeting when the Speaker addresses meetings in order for the Speaker to be heard without interruption. Whenever the speaker addresses the meeting, all members must be silent so that the speaker may be heard without any interruption. Council must be addressed by members through the Speaker.

#### 13. Relevance

Speeches by members must address the subject or matter under discussion or to an explanation or to a point of order. In this regard, no discussion shall be tolerated in relation to the anticipation of any matter on the agenda or in respect of any matter in respect of which a decision by a judicial or quasi-judicial body or a commission of inquiry, whether instituted in terms of legislation or not, is pending, provided that such matter may be considered with the permission of Council.

#### Part 5

#### 5. Right to speak

A member is provided with an opportunity to speak with the permission of the Speaker only once for no longer than 5 (five) minutes on a matter before the meeting unless authorised by the Chairperson.

A member is entitled to speak once on any recommendation, motion or proposal, provided that the Mayor or Member may reply to conclude a debate and shall restrict himself/herself to answering previous speakers rather than the introduction of new matters.

Prior to the consideration of any item contained in the report of the mayor in reply to a specific question or during discussion of the same, the Speaker shall permit the Mayor, MMC or Chairperson of the Committee in terms of section 79 and 80 of the Local Government Municipal Structures Act 117 of 1998 who made the proposal in terms of rule 9 or rule 14 of part 5 of these Rules to make and explanatory statement.

#### 6. Length of speeches

- 6.1 A member may (unless authorised otherwise by the Speaker) only speak once to-
- 6.1.1 the matter and any amendments to that matter that is before the council;
- 6.1.2 any motion before the council;
- 6.1.3 to a matter or an amendment proposed or be proposed by himself or herself;
- 6.1.4 a point of order or a question of privilege, unless authorised by the speaker or as provided for in terms of these rules.
- 6.2 No new matters may be introduced by a mover that speaks to a motion and replies to previous speakers in a debate. The right of reply shall not extend to the mover of an amendment which, having been carried, has become substantive motion.

## **7.1 Items submitted by Officials of Council**

### **7.1.1 DISPOSAL OF IMMOVABLE PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES**

Ref.: 6/1/3

Director: Financial and Administrative Services: ER Alfred

#### **Purpose**

The purpose is for Council to deliberate on the final phase in the disposal and to consider the fair market value of the asset and economy and community value to be received in exchange for the asset as contemplated in section 14 of the Municipal Finance Management Act (MFMA).

#### **Background**

The IDP of Cederberg Municipality identified and prioritised economic development, GAP housing as a priority and access to land for the historical disadvantaged communities. It has become imperative to address their plight for housing and land. By making the identified land available for these purposes, this will afford the poor an opportunity to become owners of land and houses. Any transfer of ownership of a capital asset must be fair, equitable, transparent, competitive and consistent with the SCM policy of Council. To this end Council resolved on RB9.1.6/28-03-2019 to embark on a Supply Chain Management process as contemplated in our policy and the applicable legislation.

For RB9.1.6./28-03-2019

1. Council approves in principle the disposal of municipal owned land for economic development purposes and access to land within the parameters of the Supply Chain Management Policy; and
2. The administration is mandated to commence with the disposal and or appropriate process or alternative mechanisms and submit progress reports to Council as implementation progress.

On 13 June 2019, the Manager: Administration submitted a request for the Sale of Land for Economic Development Purposes in the Cederberg Municipal Area.

On 20 June 2019 the Bid Specification Committee granted approval for the invitation of a bid. CED26/2018-2019: Sale of Land for Economic Development Purposes in the Cederberg Municipal Area was advertised over the normal advertising period of 14 days in Die Burger of 26 June 2019, the Municipal Website, Notice Boards of the municipality and the National Treasury's eTender Publications.

Bids closed on Thursday, 15 July 2019 at 12h00 and 1 (one) bid was received. The bid was opened in public in the Council Chambers.

The Bid Evaluation Committee evaluated the bid on 25 July 2019 in conjunction with representatives from the Department: Financial and Administrative Services.

A Bid Adjudication Committee Meeting took place on Tuesday, 30 July 2019 and the administration completed the SCM processes in the final phase before transfer of ownership wish to report to Council for its consideration with financial offers received form the various preferred bidders in exchange for the assets listed in "Annexure A".

Rooibos Limited want to build an educational and tourism centre of 2 hectare, the rest of the land will be used for citrus farming. The estimate cost are between R12-R15 million.15 permanent work opportunities will be created and local labour will be used for the construction.

They are a Level 4 BEE company and are doing a lot of social contribution in to the area.

### **Legal Implication**

Chapter 3 Section 14 of the Municipal Finance Management Act 56 of 2003.

Municipal Asset Transfer Regulation Government Gazette 31346 dated 22 August 2008

### **Comment of Directorates / Departments concerned**

Municipal Manager: Recommendation Supported

Director: Integrated Development Services: Recommendation Supported

### **RECOMMENDATION**

**That in respect of:**

**DISPOSAL OF IMMOVABLE PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES  
discussed by Council at the Special Council Meeting held on 28 November 2019:**



1. Council approves in terms of the MFMA section 14.2(b) that it has considered the fair market value of the asset and the economic and community value to be received in exchange for the offer referred to in "Annexure A".
2. That the administration, after completion of due diligence, proceed with the transfer process of these assets.

**ANNEXURE A:**

<b>No</b>	<b>Name of Bidder</b>	<b>Stand No</b>	<b>Offer Received</b>	<b>Fair Market Value</b>
1.	Rooibos BPK	912 357 portion 2 478 portion 3	R 5 000 100.00	R 5 000 000.00

**RESOLVED**

**That in respect of:**

**DISPOSAL OF IMMOVABLE PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES  
discussed by Council at the Special Council Meeting held on 28 November 2019:**

1. Council approves in terms of the MFMA section 14.2(b) that it has considered the fair market value of the asset and the economic and community value to be received in exchange for the offer referred to in "Annexure A".
2. That the administration, after completion of due diligence, proceed with the transfer process of these assets.

**ANNEXURE A:**

<b>No</b>	<b>Name of Bidder</b>	<b>Stand No</b>	<b>Offer Received</b>	<b>Fair Market Value</b>
1.	Rooibos BPK	912 357 portion 2 478 portion 3	R 5 000 100.00	R 5 000 000.00

**Proposed:** Cllr. F Kamfer

**Seconded:** Cllr E Majikijela

## **7.1.2 SLUITING VAN MUNISIPALE KANTORE: DESEMBER 2019 / CLOSING OF MUNICIPAL OFFICES : DECEMBER 2019**

**Director Finance & Administration:** ER Alfred  
**Human Resources Manager:** Mr H Witbooi

### **DOEL VAN ITEM / PURPOSE OF ITEM:**

Die doel van hierdie item is om goedkeuring te verkry vir die sluiting van die munisipale kantore tydens die kersseisoen vir drie en 'n halwe (3.5) werksdae vanaf Dinsdag 24 Desember 2019 om 12h00 tot en met 31 Desember 2019. Verder word versoek dat die gemelde drie en 'n halwe (3.5) werksdae as 'n verlofvergunning aan die personeel toestaan word, en dat werksure met 3 ure per dag ingekort word op 02 en 03 Januarie 2020, en vanaf 08h00 tot 12h30 sal wees. Hierdie versoek word dan ook gerig om as gevolg van die gevestigde praktyk, as 'n jaarlikse instelling goedgekeur te word, met inagneming van die verskuiwing van die dae soos per die kalender in 'n spesifieke jaar.

### **AGTERGROND / BACKGROUND:**

Dit is praktyk dat die munisipale kantore by die onderskeie administratiewe eenhede vir die kersseisoen sluit, met uitsondering van die Kassiere, Rekordsklerke en Nood/Essensiële dienste. Ten einde te verseker dat dienslewering voortgaan, sal die Kassiere vir die periode tussen kersfees en nuwejaar oop wees vanaf 08h00 tot 13h00 daaglik, uitgesluit 24 Desember 2019 wanneer kantore oop sal wees vanaf 08h00 tot 12h00, en op 02 en 03 Januarie 2020 vanaf 08h00 tot 12h30. Hierdie item het by die Burgemeesterskomitee van 20 November 2019 gediens, en was ook ondersteun vir goedkeuring deur die Raad.

### **FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION:**

Bogemelde (volle asook halwe) werksdae, sal nie van die werknemers se verlofkrediete verhaal word nie, maar deur die Raad as verlofvergunning toegestaan word.

### **PERSONEEL IMPLIKASIE / PERSONNEL IMPLICATION:**

Die meerderheid van die personeelkorps sal met verlof wees tydens die bogemelde periode. Essensiele dienste personeel wat nie oor hierdie tydperk die drie en 'n halwe (3.5) dag verlof

kan neem nie as gevolg van operasionele vereistes, moet toegelaat word om die verlot gedurende Januarie 2020 te neem. Diegene wat dit nie in daardie tyd neem nie, vir watter rede ookal, sal dit verbeur.

#### **REGSIMPLIKASIES / LEGAL IMPLICATION:**

Kollektiewe Ooreenkoms van die Bedingingsraad vir Plaaslike Regering

#### **BELEID / POLICY:**

Die Kollektiewe Ooreenkoms ten opsigte van diensvoorwaardes, en spesifiek verlot, sal van toepassing wees.

#### **AANBEVELINGS / RECOMMENDATIONS :**

1. Dat die Raad die versoek om die jaarlikse sluiting van die kantore tussen kersfees en nuwejaar, met inagneming van die halwe dae rondom die periode, as jaarlikse instelling goedkeur soos versoek.

#### **BESLUIT / RESOLUTION :**

1. Dat die Raad die versoek om die jaarlikse sluiting van die kantore tussen kersfees en nuwejaar, met inagneming van die halwe dae rondom die periode, as jaarlikse instelling goedkeur soos versoek.

**Proposed:** Cllr. E Majikijela

**Seconded:** Cllr. M Heins

## **7.2 URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

### **7.2.1 DISCIPLINARY PROCEDURES FOR COUNCILLORS CEDERBERG MUNICIPALITY**

**Ref.:3/1/6**

**Compiled By H Slimmert & C Sheldon**

#### **PURPOSE**

To submit Uniform Standing Disciplinary Rules for Councillors to be considered and approved by Council.

#### **BACKGROUND**

To ensure the effective functioning of discipline in terms of the Uniform Standing Rules for Councillors and its Committees.

#### **LEGAL IMPLICATIONS**

- The Constitution
- Local Government: Municipal Systems Act 32 of 2000
- Local Government: Municipal Structures Act No. 117 of 1998 and Regulations
- Local Government: Municipal Finance Management Act 56 of 2003

#### **RECOMMENDATION**

**That in respect of the**

#### **UNIFORM STANDING DISCIPLINARY RULES FOR COUNCILLORS: CEDERBERG MUNICIPALITY**

**discussed by Council at Special Council Meeting held on 28 November 2019:**

- a) That Council approve the Uniform Standing Disciplinary Rules for Councillors of Cederberg Municipality;
- b) That all Councillors appraise themselves with the content and various roles and responsibilities of the Uniform Standing Disciplinary Rules for Councillors.

**RESOLVED**

**That in respect of the**

**UNIFORM STANDING DISCIPLINARY RULES FOR COUNCILLORS: CEDERBERG  
MUNICIPALITY**

**discussed by Council at Special Council Meeting held on 28 November 2019:**

- a) That Council approve the Uniform Standing Disciplinary Rules for Councillors of Cederberg Municipality;
  
- b) That all Councillors appraise themselves with the content and various roles and responsibilities of the Uniform Standing Disciplinary Rules for Councillors.

**Proposed:** Cllr. L Scheepers

**Seconded:** Cllr. E Majikijela

## 7.2.2 CONSTITUTION OF COUNCIL COMMITTEES

Ref.: 3/3/2/1

Executive Mayor: Cllr. N Qunta

### PURPOSE

That the Executive Mayor recommends the Restructuring of Council Committees, as shown in Annexure A, to Council for approval.

### APPLICABLE LEGISLATION

Chapter 4 Part 5: Other committees of municipal councils

Section 79 (1) of the Municipal Structures Act No. 117 of 1998 and regulations

**79. Establishment.**---(1) A municipal council may---

- a) establish one or more committees necessary for the effective and efficient performance of any of its functions of the exercise of any of its powers;
- a) appoint the members of such a committee from among its members;
- and
- b) dissolve a committee at any time.

### RECOMMENDATION

That in respect of the

### CONSTITUTION OF COUNCIL COMMITTEES

discuss by Council at the Special Council Meeting held on 28 November 2019:

- a) That Council approve the Constitution of Council Committees; and
- b) That the committees commence its functions with immediate effect, as tabled in Annexure A

## ANNEXURE A

PORTFOLIO COMMITTEE	CHAIRPERSON
Financial & Administration Services	Cllr. N Qunta
Integrated Development Services	Cllr. E Majikijela

#### **FINANCIAL AND ADMINISTRATION SERVICES PORTFOLIO COMMITTEE**

- Cllr. N Qunta (Chairperson)
- Cllr. M Heins (Secundi)
- Cllr. F Kamfer
- Cllr. R Witbooi
- Cllr. J Meyer

#### **INTEGRATED DEVELOPMENT SERVICES PORTFOLIO COMMITTEE**

- Cllr. E Majikijela (Chairperson)
- Cllr. L Scheepers (Secundi)
- Cllr. M Heins
- Cllr. R Pretorius
- Cllr. J Meyer

#### **MPAC (MUNICIPAL PUBLIC ACCOUNTS COMMITTEE)**

- Cllr. F Kamfer (Chairperson)
- Cllr. F Sokuyeka

#### **LOCAL LABOUR FORUM**

- Cllr. L Scheepers (Chairperson)
- Cllr. M Heins

#### **DISCIPLINARY COMMITTEE**

- Cllr. M Heins (Chairperson)
- Cllr. N Qunta
- Cllr. P Strauss
- Co-opted External Legal Advisor

#### **SALGA PORTFOLIO**

1. COMMUNITY DEVELOPMENT AND SOCIAL COHESION
  - a. -Cllr. E Majikijela
2. ECONOMIC EMPOWERMENT & EMPLOYMENT CREATION
  - a. -Cllr. M Heins
3. ENVIRONMENTAL PLANNING & CLIMATE RESILIENCE
  - a. -Cllr. F Kamfer
4. HUMAN SETTLEMENTS & MUNICIPAL PLANNING
  - a. -Cllr. N Qunta



5. PUBLIC TRANSPORT AND ROADS
  - a. -Cllr. P Strauss
  
6. WATER, SANITATION AND WASTE MANAGEMENT
  - a. -Cllr. M Heins
  
7. CAPACITY BUILDING & INSTITUTIONAL RESILIENCE
  - a. -Cllr. P Strauss
  
8. MUNICIPAL FINANCE AND FISCAL POLICY
  - a. -Cllr. N Qunta
  
9. MUNICIPAL INNOVATIONS & INFORMATION TECHNOLOGY
  - a. -Cllr. F Kamfer
  
10. WOMENS COMMISSION
  - a. -Cllr. L Scheepers

**RESOLVED**

**That in respect of the**

**CONSTITUTION OF COUNCIL COMMITTEES**

**discuss by Council at the Special Council Meeting held on 28 November 2019:**

- a) That Council take note of the input received from the DA component;
- b) That Council approve the Constitution of Council Committees; and
- c) That the committees commence its functions with immediate effect, as tabled in Annexure A

**ANNEXURE A**

<b>PORTFOLIO COMMITTEE</b>	<b>CHAIRPERSON</b>
Financial & Administration Services	Cllr. N Qunta
Integrated Development Services	Cllr. E Majikijela

## **FINANCIAL AND ADMINISTRATION SERVICES PORTFOLIO COMMITTEE**

- Cllr. N Qunta (Chairperson)
- Cllr. M Heins (Secundi)
- Cllr. F Kamfer
- Cllr. R Witbooi
- Cllr. J Meyer

## **INTEGRATED DEVELOPMENT SERVICES PORTFOLIO COMMITTEE**

- Cllr. E Majikijela (Chairperson)
- Cllr. L Scheepers (Secundi)
- Cllr. M Heins
- Cllr. R Pretorius
- Cllr. J Meyer

## **MPAC (MUNICIPAL PUBLIC ACCOUNTS COMMITTEE)**

- Cllr. F Kamfer (Chairperson)
- Cllr. F Sokuyeka

## **LOCAL LABOUR FORUM**

- Cllr. L Scheepers (Chairperson)
- Cllr. M Heins

## **DISCIPLINARY COMMITTEE**

- Cllr. M Heins (Chairperson)
- Cllr. N Qunta
- Cllr. P Strauss
- Co-opted External Legal Advisor

## **SALGA PORTFOLIO**

### **1. COMMUNITY DEVELOPMENT AND SOCIAL COHESION**

-Cllr. E Majikijela

### **2. ECONOMIC EMPOWERMENT & EMPLOYMENT CREATION**

-Cllr. M Heins

- 3. ENVIRONMENTAL PLANNING & CLIMATE RESILIENCE**  
-Cllr. F Kamfer
  
- 4. HUMAN SETTLEMENTS & MUNICIPAL PLANNING**  
-Cllr. N Qunta
  
- 5. PUBLIC TRANSPORT AND ROADS**  
-Cllr. P Strauss
  
- 6. WATER, SANITATION AND WASTE MANAGEMENT**  
-Cllr. M Heins
  
- 7. CAPACITY BUILDING & INSTITUTIONAL RESILIENCE**  
-Cllr. P Strauss
  
- 8. MUNICIPAL FINANCE AND FISCAL POLICY**  
-Cllr. N Qunta
  
- 9. MUNICIPAL INNOVATIONS & INFORMATION TECHNOLOGY**  
-Cllr. F Kamfer
  
- 10. WOMENS COMMISSION**  
-Cllr. L Scheepers

### **7.3 Matters for notification**

- The Executive Mayor informed Council that an addition item will be handled in In Committee with the permission of the Speaker.
- The Speaker permitted the request.
  
- Cllr. F Kamfer request a five minute caucus break before proceeding with In Committee.
- Speaker permitted the request.

### **7.4 Consideration of motions of exigency**

#### Rules of Order for internal Arrangement

##### Part 4

#### 8. Motion of exigency

- 8.1 A motion of exigency exists when the attention of Municipal Council is directed to any matter not appearing on the agenda for which no notice was provided. The subject of the matter is briefly stated as well as reference to the fact that the motion to which attention has been directed be considered a matter of exigency.
- 8.2 The attention to the matter is drawn by a member. The matter is brought under the consideration of council by way of motion or question only if the motion is seconded and carried by a majority of the members present.

<b>8. CLOSURE</b>
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- Meeting adjourned at 10h55.

**5.2 Matters for notification**

Geen / None

**06. CLOSURE**

Meeting adjourned at 12h26.

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**VOORSITTER / CHAIRPERSON**

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**DATUM / DATE**