

**MINUTES OF THE COUNCIL MEETING OF WITZENBERG MUNICIPALITY,  
HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON FRIDAY,  
25 AUGUST 2023 AT 10:00**

**PRESENT**

**Councillors**

Councillor EM Sidego (DA) (Speaker)  
Alderman HJ Smit (DA) (Executive Mayor)  
Councillor GG Laban (Witzenberg Aksie) (Deputy Executive Mayor)  
Councillor TE Abrahams (DA)  
Alderman K Adams (DA)  
Councillor JJ Cloete (PA)  
Councillor P Daniels (DA)  
Councillor S de Bruin (DA)  
Councillor GJ Franse (DA)  
Councillor JP Fredericks (FFP)  
Councillor AL Gili (ANC)  
Councillor L Hardnek (Witzenberg Party)  
Councillor P Heradien (ICOSA)  
Councillor JS Mouton (ANC)  
Councillor MJ Ndaba (ANC)  
Councillor N Nogcinisa (ANC)  
Councillor N Phatsoane (ANC)  
Councillor KA Robyn (GOOD)  
Councillor D Swart (DA)  
Councillor IL Swartz (EFF)  
Alderman JJ Visagie (DA)  
Councillor K Yisa (ANC)  
Councillor J Zalie (ANC)

**Officials**

Mr D Nasson (Municipal Manager)  
Mr HJ Kritzinger (Director: Finance)  
Mr J Barnard (Director: Technical Services)  
Mr M Mpeluza (Director: Corporate Services)  
Ms N Oerson (Chief Executive Internal Auditor)  
Ms L Nieuwenhuis (Manager: Legal Services)  
Ms R Hendricks (Manager: Communication and Marketing)  
Mr CG Wessels (Manager: Administration)  
Ms M Arendse-Smith (Chief Administrative Officer)  
Mr C Titus (Committee Clerk)  
Mr J Pieterse (Senior ICT Officer)  
Mr M Njokweni (Interpreter)

**1. OPENING AND WELCOME / OPENING EN VERWELKOMING**

The Speaker welcomed everyone after which she requested Imam Muller to open the meeting with a prayer.

**NOTED**

**2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION**

**2.1 Consideration of application for leave of absence, if any  
Aansoeke om verlof tot afwesigheid, indien enige  
(3/1/2/1)**

None

**NOTED**

**2.2 Confidentiality and Conflict of Interest Declaration  
Vertroulikheid en Botsing van Belange Verklaring  
(3/2/1)**

The Confidentiality and Conflict of Interest Declaration was duly signed by all Councillors. No conflict of interest was declared.

**NOTED**

**3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED  
MEDEDELINGS, AANKONDIGINGS OF SAKE GEOPPER**

**3.1 Gratitude, Congratulations and Commiseration  
Waardering, Gelukwensing en Meelewing  
(11/4/3)**

Councillor GG Laban conveyed on behalf of Council congratulations to the following Councillors and spouses on their birthdays:

❖	Councillor N Phatsoane	2 June
❖	Alderman K Adams	5 June
❖	Mr J Robyn	17 June
❖	Ms C Swartz	17 June
❖	Ms E Smit	29 June
❖	Ms M Abrahams	30 June
❖	Councillor J Fredericks	13 July
❖	Councillor I Swartz	15 July

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❖	Councillor K Yisa	7 August
❖	Councillor P Heradien	28 August

**NOTED.**

**3.2 Matters raised by the Speaker / Sake deur die Speaker geopper (09/1/1)**

The Speaker conveyed best wishes for Women's Month to all the women and ladies of the Witzenberg area.

**NOTED**

**3.3 Matters raised by the Executive Mayor  
Sake deur die Uitvoerende Burgemeester geopper (09/1/1)**

The Executive Mayor conveyed best wishes for Women's Month to all the women and ladies of the Witzenberg area.

**NOTED**

**3.4 Matters raised by the Municipal Manager  
Sake deur die Munisipale Bestuurder geopper**

None

**NOTED**

**4. MINUTES / NOTULES**

**4.1 Outstanding matters / Uitstaande sake (3/3/2)**

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
1	3/R	Item 8.4.3 of 29-11-2022  Disappearance of Mayoral chain	Corporate Services	That notice be taken of the matter and that a full report be tabled to Council.		1 August 2023

A long discussion was held on the matter about the disappearance of the Mayoral chain with inputs from various Councillors. Concerns were raised about the delay in the investigation by the South African Police Services as well as the continuous change of investigators working on the case. A request for the establishment of an internal ad hoc committee to investigate the matter was declined after consideration of Treasury Regulations 12(5) and (7) which states:

"When it appears that the state has suffered losses or damages through criminal acts or possible criminal acts, the matter **must** be reported, in writing, to the accounting officer and the South African Police Service."

#### **UNANIMOUSLY RESOLVED**

- (a) *that the Municipal Manager writes a letter to the commander of the South African Police Services of Ceres and requests that the matter about the disappearance of the Mayoral chain be prioritised.*
- (b) *that the Municipal Manager, after receiving response from the South African Police Services on supra (a), submits a report to Council for consideration.*
- (c) *that the Municipal Manager submits a report on the outstanding matter in respect of Jimmy van Wyk Security Services.*

#### **EENPARIG BESLUIT**

- (a) *dat die Munisipale Bestuurder 'n brief aan die bevelvoerder van die Suid-Afrikaanse Polisiediens van Ceres skryf met die versoek dat die aangeleentheid rondom die verdwyning van die Burgemeestersketting prioriteit geniet.*
- (b) *dat die Munisipale Bestuurder, nadat terugvoer omtrent supra (a) vanaf die Suid-Afrikaanse Polisiediens ontvang is, 'n verslag aan die Raad voorlê vir oorweging.*
- (c) *dat die Munisipale Bestuurder 'n verslag voorlê rakende die uitstaande aangeleentheid ten opsigte van Jimmy van Wyk Sekuriteitsdienste.*

Councillor P Heradien attended the meeting from 13:05.

The Speaker requested a caucus break with the party whips from 13:04 until 13:23 to discuss the influence on the meeting of the possible closure of Michells Pass due to heavy rain and damage to the road.

Council decided to resolve the remaining items as follows:

**5. MOTIONS AND NOTICE OF SUGGESTIONS**  
**MOSIES EN KENNISGEWING VAN VOORSTELLE**

Dealt with under item 9.2.

**NOTED**

**6. INTERVIEWS WITH DELEGATIONS**  
**ONDERHOUDE MET AFVAARDIGINGS**

None

**NOTED**

**7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS**

None

**NOTED**

## **8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS**

### **8.1 Direktooraat Finansies / Directorate Finance**

#### **8.1.1 Finance: Writing off of interest and arrears: Household debt and other irrecoverable outstanding amounts (5/12/1/3)**

Memorandum from Director: Finance, dated 13 June 2023:

##### **"Purpose**

The purpose of this report is for council to consider the writing off of household's debt and other irrecoverable arrear debt.

##### **Legislature framework**

In terms of Section 96 of the Municipal Systems Act (act 32 of 2000), Council must collect all money that is due and payable to it. Subject to the provisions the Municipal Systems Act. It also allows the municipality to compile and adopt a policy to give effect to this power to collect.

The Council adopted a Credit Control and Debt Collection Policy on 28 May 2009 per item 8.1.2(c). Amendments to this policy were approved at subsequent Council meetings.

The relevant portion is:

- 26.11 Whenever all the legal avenues and procedures listed above have been exhausted, or it becomes uneconomical to proceed further, the arrear amounts should be classified as irrecoverable and should be written off.
- 26.12 The Chief Financial Officer may forward a report to Council for the writing off of consumer, if such debts may be irrecoverable.
- 26.13 The Executive Committee, in terms of its delegated authority, may authorise the writing off of the debts wherein after a report will be forwarded to full Council for ratification.
- 26.14 The Chief Financial Officer shall as soon as possible after 30 June each year, or more regularly if requested by Council to do so, present to the Council a report indicating the amount of the arrears that has been written off during the financial year, together with the reasons for the write-off.
- 26.15 The Chief Financial Officer may write off debts if he is satisfied that:
  - All reasonable steps have been taken to recover the debt and the debt is considered to be irrecoverable, or
  - He/she is convinced that recovery of the debt would be uneconomical.

- 26.16 Any debtors whose amounts are written off may be listed with the Credit Bureau and may not be permitted to enter future service contracts with the Council.

### **Discussion**

An analysis was done on the outstanding debt, and it was found that the following debts are irrecoverable:

Indigents	R28,343,187.83
Prescribed debt	129,853,263.04
<b>TOTAL</b>	<b>R158 196 450.87</b>

Debt becomes prescribed if no movement took place for a period of three years.

The Chief Financial Officer is convinced that the recovery of the debt would be uneconomical as stated in 26.15 of the Credit Control and Debt Collection Policy.

### **Financial implications**

The current provision of bad debt, excluding traffic fines, is R346 355,725.00 at the end of May 2023. This provision will be debited with the amount of R158 196 450.87. The provision has already been created prior to this financial year."

### **UNANIMOUSLY RESOLVED**

- (a) *that the irrecoverable arrears to the value of R158 196 450.87 be written off.*
- (b) *That the Municipality's Credit Control and Debt Collection Policy be implemented in respect of all debt incurred after the write-off even if the household is indigent.*

#### **8.1.2 Approval of long-term contract: End-to-end voice over internet protocol and unified communication solution (Telephone system) (8/2/20/13)**

The following documents are attached:

- (a) Memorandum from Director: Finance, dated 11 July 2023: **Annexure 8.1.2(a).**
- (b) Advertisement and cost benefit analysis: **Annexure 8.1.2(b).**

The Executive Mayoral Committee resolved on 23 August 2023 to recommend to Council that Council approves the long-term contract for the supply, delivery installation, commissioning, and maintenance of an end-to-end voice over internet protocol and unified communication solution, including cabling, networking and connectivity, for Witzenberg Municipality for a period of five years in terms of Section 33 of the Municipal Finance Management Act.

**UNANIMOUSLY RESOLVED**

*that the matter regarding the long-term contract for the supply, delivery installation, commissioning, and maintenance of an end-to-end voice over internet protocol and unified communication solution be held in abeyance until the next meeting.*

**8.1.3 Finance: Asset Loss Policy  
(6/1/P)**

Memorandum from Director: Finance, dated 30 June 2023:

**1. Purpose**

The purpose of this report is to submit a draft Asset Loss Policy to Council for consideration. The draft policy is attached as **annexure 8.1.3.**

**2. Legal framework**

The legal framework for this policy is:

- Constitution of the Republic of South Africa (Act 108 of 1996)
- Local Government: Municipal Structures Act (No 117 of 1998)
- Local Government: Municipal Systems Act (No 32 of 2000)
- Local Government: Municipal Finance Management Act (No. 56 of 2003)
- Generally Recognized Accounting Practice

**3. Discussion**

The policy for the management of assets deals with the municipal rules required to ensure the enforcement of appropriate stewardship of assets. Stewardship has two components being the:

- Financial administration by the Chief Financial Officer; and
- Physical administration by the relevant managers."

**UNANIMOUSLY RESOLVED**

*That the Asset Loss Policy be approved.*

**8.1.4 Quarterly Budget Statement [Section 52(d)] Report: 4th Quarter 2022/2023 (1 April 2023 to 30 June 2023) (9/1/1 & 9/1/2/2)**

The Quarterly Budget Statement [Section 52(d)] Report for the 4<sup>th</sup> Quarter of 2022/2023 is attached as **annexure 8.1.4**.

**UNANIMOUSLY RESOLVED**

- (a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 4<sup>th</sup> Quarter of 2022/2023.*
- (b) that the report supra (a) be referred to the Performance, Risk and Audit Committee as well as the Municipal Public Accounts Committee for their recommendations to Council.*

**8.1.5 Review of IDP and Budget Process Plan for 2024/2025 (02/02/1)**

In terms of Section 28 of the Municipal Systems Act (Act 32 of 2000), Council must adopt an IDP and Budget Process Plan. The Municipal Finance Management Act (Act 56 of 2003) further stipulates that at least ten months before the start of the budget year, the Executive Mayor should table a time schedule outlining key deadlines in respect of the IDP/Budgetary process.

Section 29 of the Municipal Systems Act (Act 32 of 2000), specifies that such a Process Plan must include:

- Programs that set out timeframes for the different planning steps;
- Appropriate mechanisms, processes and procedures for consultation with:
  - Local communities, both in terms of needs and priorities as well as consultation during development;
  - Organs of state, traditional authorities, and other role-players in the drafting process; and
- Binding plans and planning requirements, i.e. policy and legislation.

National Treasury has provided further guidance by the issuing of MFMA Circular 10. That circular provides specific guidance with regard to six distinct steps in compilation of the IDP and the annual Budget. The table below highlights these steps, with a brief description of each step:

Steps		Process
1	<b>Planning</b>	Schedule dates, establish consultation forums, review previous processes
2	<b>Strategi- zing</b>	Review IDP, set service delivery objectives for next 3 years, consult on tariffs, indigents, credit control, free basic services etc., and consider local-, provincial- and national issues, the previous year's performance and current economic and demographic trends etc.
3	<b>Preparing</b>	Prepare Budget, revenue and expenditure projections; draft Budget policies; consult and consider local-, provincial- and national priorities
4	<b>Tabling</b>	Table draft Budget, draft IDP and Budget-related policies before council; consult and consider local-, provincial- and national inputs or responses
5	<b>Approving</b>	Council approves the IDP, the Budget and related policies
6	<b>Finalising</b>	Publish the IDP, Budget and approve the SDBIP and performance targets

In capturing the above steps, this IDP & Budget Process Plan seeks to address, *inter alia*, the:

- Identification of areas requiring additional attention in terms of legislative requirements, proper planning processes and sound financial management;
- Inclusion of the most current Census and own statistical data;
- Consideration and review of any other relevant and new information;
- Addressing comments received from the various role-players;
- Factor-in the shortcomings and weaknesses identified through self-assessment;
- Preparation and review of sector plans and its alignment with the IDP;
- Preparation and review of the Performance Management System (PMS);
- Updating of the 5-year Financial Plan; and
- Finalisation of the annual Budget and IDP in terms of the relevant legislation.

Pursuant to the above statutory requirements, an IDP and Budget Process Plan for the 2024/2025 cycle for review/amendment is attached as **annexure 8.1.5**.

**UNANIMOUSLY RESOLVED**

- (a) *that the Reviewed IDP and Budget Process Plan for 2024/2025 be approved.*
- (b) *that in the event of any changes with regard to the dates of the Process Plan, the Municipal Manager be mandated to change same after consultation with the Executive Mayor.*

**8.1.6 Finance: Adjustment budget 2023/2024 to 2025/2026  
(5/1/1/22)**

The following documents are attached:

- (a) Memorandum from Director: Finance, dated 14 August 2023: **Annexure 8.1.6(a)**.
- (b) Adjustment budget 2023/2024 to 2025/2026: **Annexure 8.1.6(b)**.

**UNANIMOUSLY RESOLVED**

*that the adjustment budget of Witzenberg Municipality for the financial year 2023/2024, as set out in the budget documents, be approved on condition that expenditure may only be incurred once approval has been obtained from National or Provincial Treasury in respect of roll-over funding and once the Memorandums of Agreements are in place with the partnering organisations:*

- (i) Table B1 - Budget summary;*
- (ii) Table B2 - Adjustments Budget Financial Performance (by standard classification);*
- (iii) Table B3 – Budgeted Financial performance (Revenue and Expenditure) by Vote;*
- (iv) Table B4 - Adjustments Budget Financial Performance (revenue by source); and*
- (v) Table B5 – Budgeted Capital Expenditure by Vote, standard classification and funding.*

**8.1.7 Service Delivery and Budget Implementation Plan (SDBIP):  
2023/2024  
(5/1/5/16)**

The Top Layer Service Delivery and Budget Implementation Plan for 2023/2024, as approved by the Executive Mayor, is attached as **annexure 8.1.7**.

**UNANIMOUSLY RESOLVED**

*that notice be taken of the Top Layer Service Delivery and Budget Implementation Plan (SDIP) for 2023/2024.*

## **8.2     Direktoraat Tegniese Dienste / Directorate Technical Services**

### **8.2.1   Proposed positions of waste transfer stations (17/3/2)**

A memorandum from the Director: Technical Services, dated 15 August 2023, is attached as **annexure 8.2.1**.

Council unanimously resolved on 30 May 2023 that the matter relating to the proposed waste transfer stations be held in abeyance for inputs from the community.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

- (a)     that the following erven be approved for the development and construction of drop-offs / transfer stations as follow:
  - (i)     Bella Vista  
  
          Option 3 (erf 8714)
  - (ii)    Tulbagh  
  
          Option 3 (erf 683). No rezoning application necessary as the zoning is presently "Authority use".
  - (iii)   Prince Alfred's Hamlet  
  
          Option 2 (erf 1)
- (b)     that notice be taken that the erven have to be rezoned to Authority use.
- (c)     that the Senior: Superintendent Solid Waste and Cleansing Services performs the necessary administrative tasks (sourcing of quotations etc.) for the rezoning of the said erven.
- (d)     that the Manager: Town Planning and Building Control manages and finalises the rezoning process.

### **UNANIMOUSLY RESOLVED**

*that the matter regarding the proposed positions of waste transfer stations be held in abeyance until the next meeting.*

**8.2.2 Lease of erf 23, Tulbagh to Tulbagh Recycling  
(7/1/4/1 & 17/19/1)**

A memorandum from the Director: Technical Services, dated 24 May 2023, is attached as **annexure 8.2.2**.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

That a portion of erf 23, Tulbagh, as indicated on the attached report, be leased to Jan Lambert for a period of five years on the following conditions:

- (i) That a departure application be submitted by the tenant for the use of the property zoned as authority, for the purposes of a recycling facility.
- (ii) Lease will be "voetstoots", leased as it is.
- (iii) Security will be for the account of the lessee.
- (iv) Council to consider exemption of rental charges, on condition that we lease the building as it is, and that the lessee do all repair work to the building.
- (v) Public participation process to be followed. Advertise for public comment and/or objections.
- (vi) Should the second part of the premises not have an electrical installation, an electrical contractor should be appointed by the tenant to do the electrical installation and issue a COC after the completion of electrical work.
- (vii) The applicant will be responsible for the costs of any electrical upgrading, including electrical installation if required.

**UNANIMOUSLY RESOLVED**

*that the matter regarding the lease of erf 23, Tulbagh be held in abeyance until the next meeting.*

### **8.3 Direktooraat Gemeenskapsdienste / Directorate Community Services**

#### **8.3.1 Renewal of lease agreement: Vrolike Vinkies Enrichment and Development Centre, Ceres (7/1/4/1)**

A letter from Vrolike Vinkies Enrichment and Development Centre, dated 28 July 2022, is attached as **annexure 8.3.1**.

Memorandum from the Acting Manager: Socio-Economic Development, dated 28 July 2022:

##### **"Purpose**

To request Council's approval for renewal of the lease agreement with Vrolike Vinkies Enrichment and Development Centre situated on erf 2019, Ceres also known as The Island Holiday Resort.

##### **Background and deliberation**

The crèche started in 2001. The crèche is a registered Non-profit organisation and receives a subsidy from Department Social Development. The crèche is registered for 98 children between the ages of six months and six years for the ECD Centre and for 41 children with special needs from ages three to sixteen. Children from Bella Vista, Nduli, Hamlet, Ceres and surrounding farms are enrolled at the crèche. They follow a day program approved by the Department. The crèche is functioning well and is managed by a governing body, represented by parents from the community. The governing body meets bi-monthly. The crèche seems to be managed well.

The personnel consist of a CEO, manager for ECD, assistant manager for ECD, supervisor for disabilities, program implementer, six ECD practitioners, four disability carers, one cook, five general workers and a driver.

In August 2015 the Council granted the usage of the extra building previously used as a café to be utilised as a unit for children with special needs. Council also granted permission for the erection of two Nutech buildings to accommodate more children with special needs. Vrolike Vinkies received funding from the Lotto and Breadline for this project. This unit started with nine children, but currently accommodates 41 children from all towns in die Witzenberg area. The disability of the children includes cerebral, Down syndrome, epilepsy, blindness, intellectual and other disabilities. The children are supported by regular input from the physiotherapist and occupational therapist from Department Health. This is the only facility in the Witzenberg municipal area that includes children with special needs in the mainstream.

The practitioners receive training to stimulate the children with suitable exercise. Subsidy is received from the Department of Health. The Department Education is also involved with screening and placing of children. Currently they have a waiting list.

Witzenberg Municipality currently has a valid lease agreement with Vrolike Vinkies, but it expires on 31 August 2022. . Rental and services are paid up to date and the current rental amount is R876.04 per year.

### **Community value**

Vrolike Vinkies is currently the only facility accommodating children with special needs in the Witzenberg area. Children from all areas have the opportunity to be exposed to early childhood development in a facility where vulnerable children are safe and protected.

### **Sustainability**

Department Social Development, Department of Education and Department Health will ensure the sustainability of the daily operations.

### **Legislation**

A lease agreement must be entered into.”

The Committee for Community Development resolved on 20 April 2023 to recommend to the Executive Mayoral Committee and Council:

- (a) that Council considers the lease of erf 2019 to Vrolike Vinkies Enrichment and Development Centre for a period of two (2) years.
- (b) that the yearly rental amount be determined.
- (c) that notice be taken that the property that will be leased, is not required for the provision of a minimum level of basic services in terms of Section 14.2(a) of the Municipal Finance Management Act.
- (d) that Vrolike Vinkies Crèche is liable to pay for municipal services and that they are responsible to maintain the building.
- (e) that Vrolike Vinkies Crèche is responsible for own security measures, such as alarms, guards, burglar bars etc.
- (f) that the building will stay the property of the municipality after the lease agreement has expired and/or is cancelled.
- (h) that the Municipal Manager be authorised to sign the lease agreement on behalf of the Council.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council considers the lease of erf 2019 to Vrolike Vinkies Enrichment and Development Centre for a period of two (2) years.

- (b) that the yearly rental amount be determined.
- (c) that notice be taken that the property that will be leased, is not required for the provision of a minimum level of basic services in terms of Section 14.2(a) of the Municipal Finance Management Act.
- (d) that Vrolike Vinkies Crèche is liable to pay for municipal services and that they are responsible to maintain the building.
- (e) that Vrolike Vinkies Crèche is responsible for own security measures, such as alarms, guards, burglar bars etc.
- (f) that the building will stay the property of the municipality after the lease agreement has expired and/or is cancelled.
- (h) that the Municipal Manager be authorised to sign the lease agreement on behalf of the Council.

**UNANIMOUSLY RESOLVED**

*that the matter regarding the renewal of the lease agreement with Vrolike Vinkies Enrichment and Development Centre be held in abeyance until the next meeting.*

**8.4 Direktooraat Korporatiewe Dienste / Directorate Corporate Services**

None.

**NOTED**

**9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA  
DRINGENDE SAKE NA AFSENDING VAN DIE AGENDA**

**9.1 Witzenberg Municipal Council meeting 21 June 2023  
(3/1/2/P)**

A letter from the MEC for Local Government: Western Cape, dated 3 August 2023, is attached as **annexure 9.1**.

**UNANIMOUSLY RESOLVED**

*that Council takes notice of the letter from the MEC for Local Government: Western Cape, dated 3 August 2023, in respect of the Witzenberg Municipal Council meeting, held on 21 June 2023, and same be accepted.*

**9.2 Motion: No-confidence in Speaker and Mayor  
(3/2/2)**

A motion from Councillors AL Gili and MJ Ndaba, dated 16 August 2023, is attached as **annexure 9.2**.

**UNANIMOUSLY RESOLVED**

*that the motion be held in abeyance until the next meeting.*

**9.3 Determination of upper limits of salaries, allowance and benefits of Councillors according to Government Gazette no. 49142  
(5/11/1)**

Report from Acting Director: Finance, dated 21 August 2023:

**“1. Purpose**

The purpose of this report is to submit Government Gazette No 49142 dated 18 August 2023 “Remuneration of Public Office Bearers Act, 1998 (Act no 20 of 1998): Determination of upper limits of salaries, allowances and benefits of different members of municipal councils” for Council’s consideration and resolution on the levels of remuneration that will apply in the Witzenberg Municipality.

**2. Purpose**

Government Gazette no. 49142, dated 18 August 2023, is attached as **annexure 9.3(a)**.

**2.1 Grading of the municipality**

The grading of the municipality is not affected.

**2.2 Upper limits of remuneration**

The upper limits of a grade 4 municipality are not affected.

**2.3 Upper limits of cell phone allowances**

The following paragraph has been added:

‘A councillor may, in addition to the annual total remuneration packages provided for in terms of items 5 and 8 respectively, be paid an allowance on the use of data bundles not exceeding R317.00 per month.’

#### **2.4 Date of implementation**

According to the Government Gazette No 49142 the effective date is 1 July 2022.

#### **2.5 Affordability**

Provision was made for an increase in councillor allowances in the 2022/2023 operating budget with the result that the provision in the original budget for the increase is sufficient.

**Annexure 9.3(b)** sets out the increase as well as the affordability of the increases.

#### **2.6 Concurrence of the Provincial Minister for Local Government**

The councillor allowances may only be implemented once the concurrence of the Provincial Minister for Local Government has been obtained."

### **UNANIMOUSLY RESOLVED**

*That in respect of the determination of upper limits of salaries, allowances and benefits of different members of municipal Councils:*

- (i) That Council notes the content of Government Gazette no. 49142.*
- (ii) That sufficient funds are available to set the upward salary adjustment of councillors with effect from 1 July 2022.*
- (iii) That Council approves the data allowances for councillors as determined in Government Gazette no. 49142 in the amount of R317.00 per month.*
- (iv) That the increase of total remuneration be approved retrospectively from 1 July 2022 subject to the concurrence of the Provincial Minister for Local Government.*
- (v) That the Provincial Minister for Local Government notes that Council has not implemented the latest upward data allowance adjustment as yet.*

### **10. FORMAL AND STATUTORY MATTERS FORMELE EN STATUTÊRE SAKE**

**10.1 Feedback on matters of outside bodies**  
**Terugvoering oor sake van buite-organisasies**  
**(3/R)**

None

**NOTED**

**11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS**  
**VRAE en/of SAKE DEUR RAADSLEDE GEOPPER**

None

**NOTED**

**12. ADJOURNMENT / VERDAGING**

The meeting adjourned at 13:30.

Approved on 26 July 2024 without amendments.

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**COUNCILLOR EM SIDEGO**  
**SPEAKER**

*/MJ Prins*