

**Minutes of the 5<sup>th</sup> Monthly Council Meeting** for the Local Council of Beaufort West held in the **Council Chambers, Municipal Offices, 15 Church Street, Beaufort West** on **Monday, 26 June 2023 at 10:12**

**Present**

**Alderman:** JJ Van Der Linde  
**Councillors:** A Sauls I [**Executive Mayor**] *[virtually]*, LV Piti [**Deputy Executive Mayor**], N Constable [**Speaker**], N Abrahams, EF Botha, CL De Bruin *[virtually]*, LBJ Mdudumani *[virtually]*, JDK Reynolds *[virtually]*, SM Meyers, AM Slabbert

**Absent:**

**Alderman:** S Essop *[apology]*  
R Skuza

**In Service:** **Acting Municipal Manager** [DE Welgemoed], **Director: Corporate Services** [AC Makendlana], **Acting Senior Manager: Community Services** [MC Tshibo], **Acting Director: Financial Services** [RA Eland] *[virtually]*, **Senior Manager: Corporate Services** [P Strümpher] and **Senior Clerk: Committees** [L.D. Draghoender]

**Absent:** **Senior Manager: Technical Services** [C Wright] *[apology]*

**A. OPENING AND WELCOMING**

The Speaker welcomes all to the 5<sup>th</sup> Monthly Council meeting and extends a special welcome to all community members that watched the meeting via live streaming.

The Speaker requests Councillor LV Piti to open the meeting with prayer.

**1. ELECTION OF ACTING SPEAKER**

**NONE**

**2. APPLICATION FOR LEAVE OF ABSENCE**

3/2/1/2

The following councillors give an indication that they will be on leave of absence:

<b>COUNCILLOR</b>	<b>REASON</b>	<b>PERIOD OF LEAVE OF ABSENCE</b>
EF Botha	Leave	03 July 2023 – 07 July 2023

**3. CONFIRMATION OF MINUTES**

3/2/1/B

dcs

- 3.1 Councillor N Abrahams seconded by Councillor EF Botha proposes that the minutes for the 4<sup>th</sup> Special Council Meeting for the Local Council for Beaufort West held on **Thursday, 16 March 2023** be accepted and approved.
- 3.2 Councillor EF Botha seconded by Councillor LV Piti proposes that the minutes for the 3<sup>rd</sup> Monthly Council Meeting for the Local Council for Beaufort West held on **Wednesday, 29 March 2023** be accepted and approved.
- 3.3 Councillor EF Botha seconded by Councillor N Abrahams proposes that the minutes for the 5<sup>th</sup> Special Council Meeting for the Local Council for Beaufort West held on **Thursday, 04 May 2023** be accepted and approved.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**4. STATEMENTS AND COMMUNICATIONS BY THE SPEAKER**

The Speaker states that The Office of The Speaker received numerous complaints regarding the unsafe state of the Rustdene Swimming Pool and, that criminals are using the pool as a hiding place from where they intimidated and/or assault community members.

kk

The Speaker requests that the Administration include this matter in the next Monthly Council meeting for discussion. Furthermore that Councillors may forward proposals on how to deal with this matter to the Office of the Speaker.

**5. STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR**

3/4/4

The Executive Mayor, Councillor A Sauls I states that with reference to item 4 the former Executive Mayor of the Central Karoo District Municipality is still committed to renovate/fix the Rustdene Swimming Pool.

**6. CONSIDERATION OF REPORTS****6.1 MONTHLY BUDGET STATEMENT FOR THE MONTH ENDING MAY 2023**

5/1/2/1

Councillor LV Piti seconded by Councillor AM Slabbert proposes that the Monthly Budget Statement for the month ending May 2023 attached as **Annexure 30 to 54** to the Agenda be accepted and approved.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**7. CONSIDERATION OF REPORTS ON DELEGATED POWERS****NONE****8. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER****8.1 AMENDMENT OF ADMISSION OF GUILT FINES IN TERMS OF SECTION 57(5)(A) OF THE CRIMINAL PROCEDURE ACT, 1977 (ACT 51 OF 1977)**

1/1/B

**ba**

Councillor N Abrahams seconded by Councillor LV Piti proposes that the revised Admission of Guilt Fines stipulated on **Annexure 008 to 013** of the Agenda be approved and accepted.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.2 MINUTES: AUDIT COMMITTEE WITH COUNCIL: 23 MAY 2023**

5/12/1/2

**dcs**

Councillor EF Botha seconded by Councillor LV Piti proposes that the Minutes of the Audit Committee with Council that was held on 23 May 2023 attached as **Annexure 014 to 026** to the Agenda be accepted and approved.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.3 REQUEST FOR RENEWAL OF LEASE AGREEMENT: SHOP NO. 2, SANLAM BUILDING: MOSTERT OUTFITTERS**

7/1/4

**ba**

Councillor EF Botha seconded by Alderman JJ Van Der Linde proposes that the current lease agreement of Mostert Outfitters be extended for a further period of 5 years effective for 01 November 2024 and that the monthly rental for 01 November 2023 until 31 October 2025 shall not be subject to escalation. Furthermore that the monthly rental for the period 01 November 2025 until 31 October 2029 shall annually escalate with a percentage equal to the average CPI of the preceding 12 months.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.4 APPLICATION FOR LEASE AGREEMENT: SONSTRAALTJIE CRECHE, ERF 85, NELSPOORT**

7/1/4

**RESOLVED****ba**

8.4.1 That approval be granted to lease erf 85, Nelspoort "voetstoots" to Sonstraaltjie Creche.

- 8.4.2 That a market-related rental valuation of the property be requested.
- 8.4.3 That the lease agreement period be for a five (5) year period.
- 8.4.4 That the cost of the rezoning of erf 85, Nelspoort from Residential Zone to Community Zone 1 be for the account of Sonstraaltjie Creche.
- 8.4.5 That the lease agreement be signed after the application for the rezoning has been received and the process has been completed.

**8.5 APPLICATION FOR LEASE AGREEMENT: MASINYUSANE WOMEN'S PROJECT AT THE KWA-MANDLENKOSI LIBRARY**

7/1/4

**ba**

Councillor LV Piti seconded by Councillor LBJ Mdudumani proposes:

- 8.5.1 That approval be granted to lease the space to Masinyusane Women Project.
- 8.5.2 That a market-related rental valuation of the property be requested to determine the lease amount.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.6 LEASE OF ERF 1637, 2 DANIEL STREET, BEAUFORT WEST**

7/1/4

**ba**

Councillor EF Botha seconded by Councillor N Abrahams proposes that the lease amount as per the valuation report dated 23 January 2013 be accepted with a once-off escalation equal to the average CPI since 2013 as the initial rental with an annual escalation equal to CPI.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.7 APPLICATION FOR RENEWAL OF LEASE AGREEMENT: C.J. KELLY, MUNICIPAL HOUSING – 19 VOORTREKKER STREET, BEAUFORT WEST**

7/1/4

**RESOLVED**

**ba**

- 8.7.1 That lease with mr. C.J. Kelly for the house located at 19 Voortrekker Street, Beaufort West be renewed with effect from 23 September 2021 with the understanding that the arrangement regarding the arrears remains in place and cannot be cancelled until the arrears has been paid in full. Furthermore that the monthly rental, municipal services and arrear payments be deducted from the salary of Mr. C. Kelly and included in the lease agreement.

- 8.7.2 That the lease period be for 5 years subject to the rental amount being calculated from 23 September 2021 with a 6% escalation and annually thereafter.

**8.8 APPLICATION FOR RENEWAL OF AGREEMENT: LEASE AGREEMENT BETWEEN BEAUFORT WEST MUNICIPALITY // VODACOM: DOKTERSKOPPIE, MURRAYSBURG**

7/1/4

**ba**

Councillor LBJ Mdudumani seconded by Councillor AM Slabbert proposes:

- 8.8.1 That the lease agreement with Vodacom for the lease of 118m<sup>2</sup> of land at Dokterskoppie in Murraysburg be renewed for 9 years and 11 months.
- 8.8.2 That the rental amount in terms of the current agreement be adjusted upwards with CPI from 31 May 2009 to serve as the initial rental under the new agreement, with an annual escalation equal to CPI.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.9 REQUEST TO LEASE: ±5000 HECTARES OF ERF 249, MURRAYSBURG**

7/3/4/1/1/1; 7/1/4

**RESOLVED**

**ba**

- 8.9.1 That the lease agreement with Murraysburg Emerging Farmers Unit for the lease of ±5000-hectare commonage of erf 249, Murraysburg be officially cancelled.
- 8.9.2 That the location map as per **Annexure 150** of the Agenda be accepted and approved.
- 8.9.3 That the ±5000-hectare commonage of erf 249, Murraysburg excluding the "saailande" be advertised by public notice and, offered out right for lease "voetstoots".
- 8.9.4 That a valuation report be requested to determine the minimum market related lease amount.
- 8.9.5 That the lease period be for 9 years and 11 months lease period.

Councillor EF Botha recuses himself at 11:31 for discussion of the next item.

**8.10 EVALUATION OF NOTICE No. 72/2023: SALE OF VACANT RESIDENTIAL ERVEN: ESSOPVILLE**

7/3/4/1/3/2

Alderman JJ Van Der Linde seconded by Councillor AM slabbert proposes:

**ba**

- 8.10.1 That the bid of **Heinrich Maans** for Erf 5296 be accepted in the amount of R31, 500.00 (VAT excluded) and that the deed of sale be signed within 60 days and the purchase price be paid in full, and upon failure to sign the deed of sale within the period of 60 days and to pay the purchase price, the aforesaid will result in this award to lapse and the property being offered for sale again.
- 8.10.2 That the bid of **Saintes Harry McLove van Wyk** for Erf 3095 be accepted in the amount of R45,000.00 (VAT excluded) and that the deed of sale be signed within 60 days and the purchase price be paid in full, and upon failure to sign the deed of sale within the period of 60 days and to pay the purchase price, the aforesaid will result in this award to lapse and the property being offered for sale again.
- 8.10.3 That the bid of **Wellington Hugo** for Erf 3087 be accepted in the amount of R60,000.00 (VAT excluded) and that the deed of sale be signed within 60 days and the purchase price be paid in full, and upon failure to sign the deed of sale within the period of 60 days and to pay the purchase price, the aforesaid will result in this award to lapse and the property being offered for sale again.
- 8.10.4 That the bid of **Brian Seletisha** not be accepted since he did not indicate any amount on the bid form.
- 8.10.5 That the bid of **Henrehta Booyesen** for Erf 3573 be accepted in the amount of R20,000.00 (VAT excluded) and that the deed of sale be signed within 60 days and the purchase price is paid in full, and upon failure to sign the deed of sale within the period of 60 days and to pay the purchase price, the aforesaid will result in this award to lapse and the property being offered for sale again.
- 8.10.6 That the bid of **Ebeneazer Botha** for Erf 3090 be accepted in the amount of R40,000.00 (VAT excluded) and that the deed of sale be signed within 60 days and the purchase price is paid in full, and upon failure to sign the deed of sale within the period of 60 days and to pay the purchase price, the aforesaid will result in this award to lapse and the property being offered for sale again.
- 8.10.7 That the bid of **Pieter Samuel Riaan De Bruin** not be accepted since he did not indicate any amount on the bid form.
- 8.10.8 That approval is granted for the remaining erven in Essopville and Nieuvelid Park to be dispose of, with the minimum value of the erven as per the amounts as indicated on **the General Valuation Roll** and after the 60 day period for payment of the awarded erven has lapsed.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

Councillor EF Botha re-joins the meeting at 11:33.

The Director: Corporate Services and the Acting Municipal Manager recuses themselves at 11:34 for discussion of Item 8.11.

**8.11 PROPOSED DETERMINATION AND COST OF LIVING ADJUSTMENT OF UPPER LIMITS OF THE TOTAL REMUNERATION PACKAGES OF MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGERS FOR FINANCIAL YEAR 2022/2023 // GOVERNMENT NOTICE: UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS**

10/3/3/2/4; 4/2/B

**RESOLVED**

**dcs**

8.11.1 That in terms of Government Gazette Notice 3541 dated 14 June 2023 per Government Gazette 48789 attached as **Annexure 210 to 229** of the agenda relating to upper limits for Municipal Managers and Managers Directly accountable to Municipal Managers the following increases be approved with its implementation effective 1 July 2022 to 30 June 2023:

8.11.1.1 A three (3 %) percent cost of living adjustment of upper limits of total remuneration packages payable to Senior Managers for 2022/2023 Municipal Financial year set out in the schedule.

8.11.1.2 A non-pensionable gratuity:-

8.11.1.2.1 R1695, payable monthly to Senior Managers earning total remuneration packages below R1900,000,00 for 2022/2023.

8.11.1.2.2 R1880,000, payable monthly to Senior Managers earning total remuneration packages of R1900,000,00 and above for 2022/2023 Municipal financial year.

8.11.2 That the above is payable effective 1 July 2022 to 30 June 2023.

The Director: Corporate Services and the Acting Municipal Manager re-join the meeting at 11:39.

**8.12 LEASE AGREEMENT BETWEEN IHS AND BEAUFORT WEST MUNICIPALITY: A PORTION OF LETTERKOP, COMMONAGE, A PORTION OF FARM 265, VAN DER BYLSKRAAL, MERWEVILLE**

12/3/1

**ba**

Alderman JJ Van Der Linde seconded by Councillor EF Botha proposes that approval be granted for the lease agreement as per **Annexure 231 to 242** of the Agenda.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.13 APPLICATION FOR RENEWAL OF LEASE AGREEMENT: AD LITES (PRIMEDIA OUTDOOR (PTY) LTD)**

13/3/2/7

Councillor LBJ Mdudumani seconded by Councillor EF Botha proposes:

**ba**

8.13.1 That the lease amount be set at R420.00, VAT included per advertising sign, excluding the electricity consumption.

8.13.2 That the lease agreement as attached as **Annexure 292 to 304** to the Agenda be accepted and approved.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.14 LEASE AMOUNT OF THE PRINCE VALLEY SHELTER, ERF 6925 AND 6926**

14/11/3/2/6

The Speaker reads into record the matter regarding the Prince Valley Shelter and open the floor for discussion.

**dcs**

After in-depth discussion and deliberation Councillor SM Meyers seconded by Councillor AM Slabbert proposes:

8.14.1 That the Administration gather all previous information including minutes and set up a meeting between the Executive Mayoral Committee and the current tenants to discuss this matter and enable the Administration to report back to Council at the next Council meeting with a proposal for the way forward.

8.14.2 That the Chiefwhips of all political parties be invited to the meeting.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**8.15 MFMA: SECTION 66: EXPENDITURE ON STAFF BENEFITS: MAY 2023**

5/1/2/4

**dcs**

Councillor N Abrahams seconded by Councillor EF Botha proposes that the Section 66: Expenditure on Staff Benefits for May 2023 attached as **Annexure 322 to 323** to the Agenda be accepted and approved.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

In accordance with Section 4(4) of the Rules of Order the Speaker informed Council that item 8.16 will be discussed last as it is employee related.



## 8.16 ACTING DIRECTOR: FINANCIAL SERVICES: MR RA ELAND SP

See Separate Minute Book

## 8.17 REVIEW OF HUMAN RESOURCE POLICIES

4/2/B

The Director: Corporate Services informs Council that an amendment will be made to the Recruitment Policy in order to accommodate online-applications.

Councillor LV Piti seconded by Councillor EF Botha proposes that the undermentioned recommendations by the Local Labour Forum be accepted and approved as well as the HR Strategy (Master Plan), attached as **Annexure 533 to 576** to the Agenda:

dcs

- 8.17.1 That the undermentioned Human Resource Policies be accepted and approved and be referred to Council for final approval:
- 8.17.1.1 Induction and On-boarding Medical Fitness Policy: **Annexure 325 to 331.**
  - 8.17.1.2 Task Job Evaluation Policy: **Annexure 332 to 347.**
  - 8.17.1.3 Promotion, Transfer, Secondment and Acting: **Annexure 348 to 355.**
  - 8.17.1.4 Placement Policy: **Annexure 356 to 365.**
  - 8.17.1.5 Incapacity Policy: Poor Work Performance: **Annexure 366 to 371.**
  - 8.17.1.6 Incapacity Policy: Ill Health, Injury: **Annexure 372 to 376.**
  - 8.17.1.7 Incapacity Policy: Operational Requirement: **Annexure 377 to 381.**
  - 8.17.1.8 Travel Allowance Policy: **Annexure 382 to 397.**
  - 8.17.1.9 Overtime Policy: **Annexure 398 to 404.**
  - 8.17.1.10 Absence of Leave Policy: **Annexure 405 to 416.**
  - 8.17.1.11 Private Work and Declaration of Interest Policy: **Annexure 417 to 423.**
  - 8.17.1.12 Recruitment, Selection and Appointment Policy: **Annexure 424 to 444.**
  - 8.17.1.13 Motor Scheme Policy: **Annexure 445 to 463.**
  - 8.17.1.14 HIV and Aids Policy: **Annexure 464 to 474.**
  - 8.17.1.15 Language Policy: **Annexure 475 to 482.**
  - 8.17.1.16 Internal Bursary: **Annexure 483 to 491.**
  - 8.17.1.17 Staff Establishment Policy: **Annexure 492 to 499.**
  - 8.17.1.18 Cell Phone Policy: **Annexure 500 to 513.**
  - 8.17.1.19 Succession Planning and Career Pathing: **Annexure 514 to 521.**
  - 8.17.1.20 Strategy: Filling of Posts: **Annexure 522 to 532.**
- 8.17.2 That upon approval by Council a roadshow be conducted to explain the policies to all employees of Beaufort West Municipality.
- 8.17.3 That policies should be translated into Xhosa and Afrikaans however should there be contradictions in the interpretation of the policy the English version will take precedence.

**UNANIMOUSLY ACCEPTED  
THUS RESOLVED**

**ADDENDUM - A G E N D A****8.18 EXTENSION OF EPWP CONTRACTS: 2023/2024 FINANCIAL YEAR**

5/13/2

**RESOLVED****dcs**

- 8.18.1 That Council approve the extension of Contracts of the EPWP Participants till 31 December 2023.
- 8.18.2 That the Beaufort West Municipality continue with current projects from January 2024 until December 2024, if extensions are granted.
- 8.18.3 That the current recruitment process for new beneficiaries for January 2024 until December 2024 be followed, if extensions are granted.
- 8.18.4 That the Directorates: Infrastructure Services and Community Services invite Council to visit all projects in order to familiarize themselves with the progress.
- 8.18.5 That approval be granted for Councillor JDK Reynolds to submit an application Lottoland in respect of the "Save our Town" initiative.

**8.19 DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS FOR 2022/2023 FINANCIAL YEAR**

10/3/2/3/4

**dcs****RESOLVED**

That the submission attached as **Annexure 595 to 596** to the Agenda in relation to the Section dealing with the Tools of Trade for the inclusion of personal security for Executive Deputy Mayor be condoned.

**9. CONSIDERATION OF MOTIONS****NONE****10. CONSIDERATION OF QUESTIONS****NONE****11. CONSIDERATION OF MOTIONS OF EXIGENCY****NONE****12. ADJOURNMENT**

The meeting closes at 12:44.

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
N Constable  
***[Speaker]***