



Municipal Offices  
112 Donkin Street  
**BEAUFORT WEST**  
6970  
25 July 2025

**1<sup>st</sup> ADDENDUM-AGENDA:7TH MONTHLY COUNCIL MEETING OF THE LOCAL COUNCIL FOR BEAUFORT WEST: TUESDAY, 29 JULY 2025 AT 10:00**

**8. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

**8.16 TRANSPORT: WESTERN PROVINCE BAPTIST ASSOCIATION // BJ & JAD  
BALIE: ERF 3054: BEAUFORT WEST  
5/4/1/8**

Attached as **Annexure 386 to 388** is a copy of a letter dated 24 June 2025 received from Crawford's Attorneys, which is self-explanatory.

Further attached to the letter received from Crawford's Attorneys is a report pertaining the amounts, interest and costs that needs to be paid to the Municipality.

Given the above-mentioned Council is therefore requested to consider the following:-

**RECOMMENDATION**

8.16.1 That Council will accept a letter of commitment from Crawfords Attorneys as security for payment of all outstanding monies plus interest owned to the Beaufort West Municipality on dated of transfer in respect of erf 3054, Beaufort West.

8.16.2 That rates clearance will only be issued on receipt of the letter of commitment.

**8.17 TRANSPORT: HJ & E VERSTER // NN SOLWANDLE: ERF 7424: BEAUFORT WEST  
5/4/1/8**

Attached as **Annexure 389 to 391** is a letter dated 30 June 2025 received from Crawford's Attorneys, which is self-explanatory.

Further attached to the letter received from Crawford's Attorneys is a report pertaining the amounts, interest and costs that needs to be paid to the Municipality.

Given the above-mentioned Council is therefore requested to consider the following:-

## RECOMMENDATION

8.17.1 That Council will accept a letter of commitment from Crawfords Attorneys as security for payment of all outstanding monies plus interest owned to the Beaufort West Municipality on dated of transfer in respect of erf 7424, Beaufort West.

8.17.2 That rates clearance will only be issued on receipt of the letter of commitment.

### 8.18 REQUEST FOR USING THE KWA MANDLENKOSI POLICE STATION AS OFFICE AND PROGRAMMERS: ERF 3, KWA MANDLENKOSI (OLD POLICE STATION) 7/1/4

Council on 31 October 2023 resolved as follows:

- “ 1. That the former housing office situated on erf 1629, Beaufort West, be made available for councillors to utilise as office space and to accommodate officials responsible for indigent applicants.
2. That the building situated on erf 3, Kwa Mandlenkosi (Old Clinic), be made available/offered to the Community Workers Programme.”

Attached as **Annexure 392 to 395** is a memorandum dated 5 June 2024 received from Mr. D.Le Roux Acting Senior Manager: Electro Technical Services, which is self-explanatory.

Attached as **Annexure 396** is a memorandum dated 7 May 2024 received from Mr. NL. Kotze Manager: Civil Services, which is self-explanatory.

Attached as **Annexure 397** is a letter dated 14 June 2024 with pictures attached as **Annexure 398 to 407** addressed to Provincial Manager: CWP Implementation: Western Cape Department Cooperative Governance.

Attached as **Annexure 408 to 410** is an email dated 15 July 2024 received from Mr. Daniels Naym providing feedback based on the letter of 14 June 2024, which is self-explanatory.

Attached as **Annexure 411** is a letter dated March 2024 received from Mr. Patric Blouw on behalf of a NPO organisation “I can and You can” for the lease of the Old Police Station Kwa Mandlenkosi, which is self-explanatory.

Attached as **Annexure 412 to 416** is a letter dated 23 January 2025 received from the Station Commander on behalf of the South African Police Services, which is self-explanatory.

Attached as **Annexure 417 to 432** is a copy of the valuation report dated 16 Julie 2012 received from Crawfords Attorneys. Council's attention is drawn to the fact that the valuation is already 13 years old and the request for a new valuation is accompanied by costs.

The rental amount for the Old Police Station Kwa Mandlenkosi commanded a rental of R1230.00 per month in 2012. The rental amount to date is calculated at R2371.60 taking into account the South Africa Inflation rate from 2012 to 2024.

Furthermore it serves to mention and make Council aware of the following facts:-

That the building on Erf 3, Kwa Mandlenkosi ( Old Police Station ) is already vandalised and being vandalised by the day.

The photos is self-evident that the building is vandalised and the costing done for the maintenance in order to repair the building excessive.

A COC certificate will have to be obtained.

### **Discussion:**

Council's attention is drawn to the state in which the building is currently and the costs pertaining the repairs, given this fact it will not be feasible for the NPO organisation "I can and You can" to be able to repair the building into a habitable state to be of a service for the community.

However it is inevitable and as such the South African Police Service is in a better position to repair the building.

Regulation 40(2)(c)(i) of the Supply Chain Management Regulations, 2005 stipulate that immovable property must be let at market related rates except when public interest or plight of the poor demand otherwise.

The service of the South African Police Service is to the benefit of the whole community of Beaufort West especially the people living in Kwa Mandlenkosi. The opinion is held that in this particular instance the principle of public interest apply and it is allowed to let the building to SAPS at a lower rate than market value.

Given the above mentioned Council is therefore requested to consider the following:-

### **RECOMMENDATION**

1. That Council in principle approve the lease of the Old Police Station Building in Kwa Mandlenkosi to the South African Police Services.
2. That Council grant permission that the term of the lease agreement be set on 5 years for R100.00 per year (VAT included) and SAPS have the option to renew the lease agreement before the 5 years lease agreement term expires.
3. That the South African Police Services will do all the necessary maintenance repairs on their own cost.
4. That the South African Police Services obtain at their own cost the COC certificate and provide a copy of the certificate to the Municipality for record purposes.
5. That the intention to lease out the Old Police Station Building in Kwa Mandlenkosi to SAPS be advertised for objections and/or comments.
6. That in the event of objections and/or comments being received against the proposed lease out, the matter be referred back to Council for consideration.

## 8.19 COMPLAINTS RECEIVED FROM THE PUBLIC REGARDING THE CONSTRUCTION OF HOMESTEAD AND HUTS ON HANS RIVER 7/3/4/1/1

Council on 19 March 2025 resolved as follows:-

- “ 8.5.1 That a meeting be held with the small Farmers and that the Department of Agriculture will facilitate the meeting.
- 8.5.2 That a permit system be put in place in order to control and regulate grazing right and live stock numbers on the commonage.
- 8.5.3 That all the animals on the Beaufort West commonage be marked with electronic ear tags for identification purposes which is to be provided by Beaufort West Municipality and that the excess livestock must be removed from the commonage.
- 8.5.4 That it be determined whether the Department of Land Reform does manage farmland for small farmer development and if not Council should consider to utilise Hansrivier as part of the commonage through a grazing permit system.
- 8.5.5 That the Department of Community Services will be responsible for control and management of livestock numbers on the commonage.
- 8.5.6 That Mrs. P. Pienaar will obtain and provide an updated list of names and contact details of small farmers on the Merweville, Beaufort West, and Nelspoort commonage together with live stock numbers.”
- 8.5.7 That Council establish a commonage committee for each town to deal with the management of small farmers and regulating of livestock consisting of the following members:
  - 8.5.7.1 1x Councillor
  - 8.5.7.2 2x Municipal Officials
  - 8.5.7.3 1x Member from SAPS
  - 8.5.7.4 1x Representative of the Department of Agriculture, Land Reform and Rural Development
  - 8.5.7.5 1x Representative of the Directorate of Land and Soil Management  
2x Small Farmers
  - 8.5.7.6 1x livestock farmer and
  - 8.5.7.7 1x pig farmer
- 8.5.8 That Councillor SM Meyers be appointed as Council's representative on the Commonage Committee on each of the committees.”

Attached as **Annexure 433 to 441** is an email dated 23 June 2025 received from the Manager:  
Technical Services, which is self-explanatory.

The Beaufort West Commonage and Hansrivier will be utilised for farming of the small Farmers, Council should thus decide whether the homesteads and huts be removed or not.

### FOR DISCUSSION



## 8.20 FEEDBACK ON GEOTECHNICAL INVESTIGATION: BEAUFORT WEST BRICK KILN: ILLEGAL MINING OF CLAY: BEAUFORT WEST

7/3/4/1/2/1

Council on 31 March 2025 resolved as follows:-

“ 8.12.1 Dat 'n geotegniese ondersoek by die steenoond persele uitgevoer word ten einde die beskikbaarheid van ontginbare klei vir die maak van stene te bepaal.

8.12.2 Dat daar n ter plaatse inspeksie gedoen word asook in die omliggende dorpe.”

Attached as **Annexure 442 to 453** is a memorandum dated 11 July 2025 received from the Director: Infrastructure Services, which is self-explanatory.

Given the afore-mentioned Council is requested to consider the following: -

That Council grants permission for the allocation of funds totalling to R729,89.50 (excluding VAT) to facilitate the geotechnical investigation as outlined in the scope of work provided by Zutari.

### FOR CONSIDERATION

## 8.21 SKILLS DEVELOPMENT CENTRE: ERF 5139, RUSTDENE: BEAUFORT WEST: STORMWATER INVESTIGATION AND REPORT

12/4/4/2; 12/4/5/2; 7/3/4/1/3/1

Council on 27 February 2024 resolved as follows:-

“That approval be granted to ensure that the Skills Centre become operational the following must be done:

- 8.18.1 Obtain a report from a Consulting Engineer on the matter of the matter of the stormwater to confirm is the attempt to divert the stormwater is sufficient with recommendation on how to sufficiently address the matter. Alternatively construct a new access to the terrain from Mandlenkosi Road, this will however not solve the flooding of the parking area during heavy rains but at least will ensure unhindered access.
- 8.18.2 The Director Infrastructure submit a report with proposals to the Municipal Manager on how to address and correct the encroachment of the boundary fence of the premises onto the free space of the 22kV overhead powerline.
- 8.18.3 Once the aforementioned is addressed, the Director Infrastructure must provide a report on the status of the civil- and electrical services.
- 8.18.4 The Director Infrastructure must submit a new land use application for the rezoning and subdivision of erf 5139.
- 8.18.5 Once the land use application is approved the building plans can be approved.
- 8.18.6 SSETA must provide the electrical COC.
- 8.18.7 The Municipal Manager enter into discussions with SSETA, WCCET- and SC TVET College to mutual agree to the cancellation of the current lease agreement and to negotiate a new detailed lease agreement to be approved by Council before signing.
- 8.18.8 Council to determine the term of lease and in principle agree to the free rental of the Skills Centre based on the principle of public interest.
- 8.18.9 Follow a public participation process prescribed by the Asset Transfer Regulations depending on the term of lease determined by Council.”

Attached as **Annexure 454 to 498** is a memorandum dated 11 July 2025 received from the Director: Infrastructure Services, which is self-explanatory.

Given the afore-mentioned Council is requested to consider the following: -

1. That the Infrastructure Department convene a joint meeting with the relevant stakeholders to review and select the most feasible mitigation strategy.
2. That when consensus is reached, a revised funding application be drafted and submitted to SSETA to support the implementation.

#### **FOR CONSIDERATION**

#### **8.22 APPLICATION FOR OPERATING LICENCE: PUBLIC TRANSPORT OPERATES**

14/2/1

Attached as **Annexure 499 to 500** is a memorandum dated 21 July 2025 received from the Senior Manager: Community Services.

#### **FOR CONSIDERATION**

#### **8.23 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANIZATION IN NELSPOORT**

14/9/1

Attached as **Annexure 501 to 503** is letter dated 23 May 2025 received from Mr. A. Jonkers, which is self-explanatory.

Attached as **Annexure 504 to 508** is a memorandum dated 17 June 2025 received from the Senior Manager: Community Services, which is self-explanatory.

Attached as **Annexure 509 to 517** is an email dated 30 June 2025 received from Senior Building Control Officer pertaining the building plans, site layout of the aforementioned facility.

Given the abovementioned Council attention is drawn to the fact that there is not an office space in the building and if the store room is to be leased, there would be no space for storing of equipment.

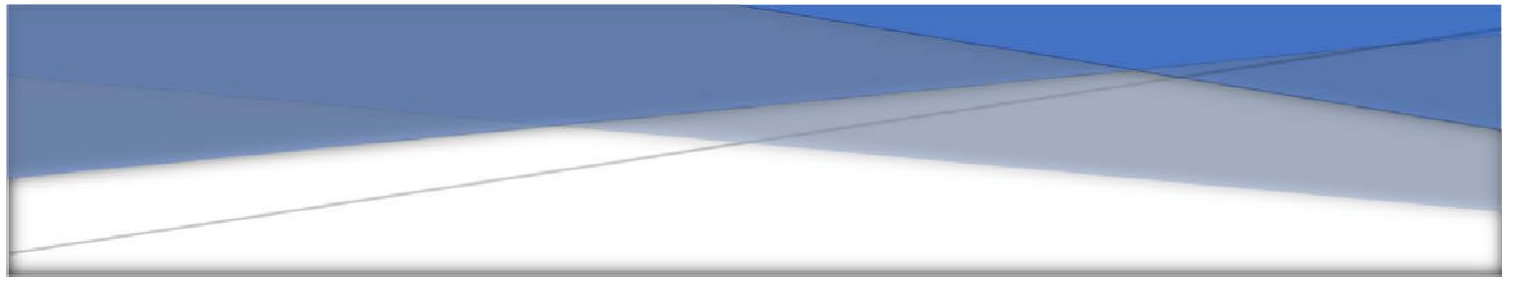
#### **RECOMMENDATION**

That the request of the Nelspoort Local Sport Forum (NPC) to utilise the storage room for an office space not be approved.

**8.24 MINUTES: STANDING COMMITTEE: CORPORATE SERVICES, HUMAN  
RESOURCE, WOMEN AND YOUTH COMMITTEE MEETING HELD ON MONDAY,  
09 JUNE 2025**  
3/2/2/1/2

Attached as ***Annexure 518 to 526*** is the minutes of the Standing Committee:  
Corporate Services, Human Resource, Women and Youth Committee held on  
Monday, 09 June 2025

**FOR CONSIDERATION**



*Beaufort Wes (D)*  
*Munisipaliteit / Municipality*

**7<sup>TH</sup> MONTHLY COUNCIL  
MEETING**

**1st ADDENDUM-ANNEXURES**





# CRAWFORDS

ATTORNEYS - NOTARIES - CONVEYANCERS - ADMINISTRATORS OF ESTATES - AUCTIONEERS - APPRAISERS

VAT NR. 4380198166

SINCE 1929

Our Ref : AGV/Vanessa/WES31/0001

Your Ref :

Email : [vorstersec@crawfordsattorneys.co.za](mailto:vorstersec@crawfordsattorneys.co.za)

Datum: 24 Junie 2025

**DIE MUNISIPALE BESTUURDER  
BEAUFORT-WES MUNISIPALITEIT**

Geagte Mnr

**INSAKE: TRANSPORT : WESTERN PROVINCE BAPTIST ASSOCIATION // BJ & JAD BALIE  
EIENDOM : ERF 3054 BEAUFORT-WES**

Ons Firma het opdrag ontvang om toe te sien tot bogemelde Transport.

Ons onderneem hiermee om op datum van registrasie van Transport die aangehegte syfers en rente plus verdere kostes aan die Munisipaliteit te betaal.

Indien U dit so in orde vind ontvang ons graag die Uitklaringsertifikaat.

Vriendelike groete

Die uwe

**CRAWFORDS  
A G VORSTER**

SIRKULASIE	OPDRAG
SAB - Kry goedkeuring by Raad.	

36 DONKIN STREET - PO BOX 25 - DOCEX 1 - BEAUFORT WEST - 6970  
TELEPHONE:(023)414 2161 - FAX:(023)414 3714Partners: AG VORSTER, B.Proc; AGE VAN VELDEN, B.Proc; M ANDREAS, B.Juris, LL.B  
Consultants: JR JOUBERT, B.A; LL.B  
Professional Assistant: W MOSTERT, LL.B



# BEAUFORT WEST MUNICIPALITY ATTORNEY'S REPORT

## Crawfords

Electronic Reference: 13143866

Sub Code	Erf	Portion	Suburb	Extent
	3054			1137 Square metres
Stand Code				
Scheme Name			Unit number	
Scheme Reg.			Parent	

RCA No	ERF 3054 BEAUFORT WEST IN THE MUNICIPALITY AND DIVISION OF BEAUFORT WEST PROVINCE WESTERN CAPE	Annual Figures	8,733.12
RATES ACC No	ERF 3054 BEAUFORT WEST	Property Value	R380 000,00
Physical Address	11 DISA STREET BEAUFORT WEST 6970	Sale Price	R620 000,00
		Date Costs Issued	23/06/2025
		User Name	VANESSA VAN NIEKERK

### TOTAL COSTS

Account No	Account Holder	Amount	Date Valid From	Date Valid To
1074280318	Beaufort west municipality	R85 496,51	23/06/2025	17/07/2025
Total Payable		R85 496,51		

Amount Description	Account No	Account Holder	Amount	Debt Type	Date Valid From	Date Valid To
Admin fee	1074280318	Beaufort west municipality	R103,37	Debit	23/06/2025	17/07/2025
Rates Clearance Certificate	1074280318	Beaufort west municipality	R153,77	Debit	23/06/2025	17/07/2025
Advanced Collections: Rates	1074280318	Beaufort west municipality	R1 300,32	Debit	23/06/2025	17/07/2025
Advanced Refuse removal	1074280318	Beaufort west municipality	R344,14	Debit	23/06/2025	17/07/2025
Advanced Collection: Sewerage	1074280318	Beaufort west municipality	R538,83	Debit	23/06/2025	17/07/2025
Advanced Water Basic	1074280318	Beaufort west municipality	R709,29	Debit	23/06/2025	17/07/2025
Advance services	1074280318	Beaufort west municipality	R3 241,92	Debit	23/06/2025	17/07/2025
Provisional interest on Rates	1074280318	Beaufort west municipality	R39,01	Debit	23/06/2025	17/07/2025
Provisional interest on Refuse Removal	1074280318	Beaufort west municipality	R10,32	Debit	23/06/2025	17/07/2025
Provisional interest on Sewerage	1074280318	Beaufort west municipality	R16,16	Debit	23/06/2025	17/07/2025
Provisional interest on Water	1074280318	Beaufort west municipality	R118,54	Debit	23/06/2025	17/07/2025
Outstanding rates	1074280318	Beaufort west municipality	R19 190,74	Debit	23/06/2025	17/07/2025
Outstanding Refuse removal	1074280318	Beaufort west municipality	R3 848,61	Debit	23/06/2025	17/07/2025
Outstanding Sewerage	1074280318	Beaufort west municipality	R5 551,10	Debit	23/06/2025	17/07/2025
Outstanding Water Basic	1074280318	Beaufort west municipality	R7 293,89	Debit	23/06/2025	17/07/2025
Outstanding Water	1074280318	Beaufort west municipality	R37 903,33	Debit	23/06/2025	17/07/2025
Arrangement on services	1074280318	Beaufort west municipality	R899,54	Debit	23/06/2025	17/07/2025
Arrangement of rates	1074280318	Beaufort west municipality	R4 233,63	Debit	23/06/2025	17/07/2025
Total			R85 496,51			

Seller Name	ID No	Phone No
WESTERN PROVINCE BAPTIST ASSOCIATION	N/A	0215313141

Purchaser Name	ID No	Phone No
BRENDON JONATHAN BALIE	8203145134088	0784807143
JAZLYNNE ALTHEA DANELE	8308110090080	0784807143
JAZLYNNE ALTHEA DANELE BALIE	8308110090080	0784807143
BRENDON JONATHAN	8203145134088	0784807143

**Notes:**

1. Payments and adjustments after this date were not taken into account.
2. If payment is not made on or before 17 July 2025 a new clearance application should be made.
3. To prevent unnecessary delays please attach this or duplicate thereof to your payment.
4. Acceptable payment methods are EFTs and Cash only.

**Council Banking Details:**

**Account Holder:** Beaufort West Municipality  
**Account Number:** 1074280318  
**Bank Name:** Nedbank Limited  
**Account Type:** Cheque Account  
**Swift Code:** NEDSZAJJ

**Branch:** Inland Garden Route  
**Branch Code:** 198765

THE ADMINISTRATOR



12332068

# CRAWFORDS

ATTORNEYS - NOTARIES - CONVEYANCERS - ADMINISTRATORS OF ESTATES - AUCTIONEERS - APPRAISERS

VAT NR. 4390198166

SINCE 1929

Our Ref : AGV/Vanessa/VER78/0001

Your Ref :

Email : [vorstersec@crawfordsattorneys.co.za](mailto:vorstersec@crawfordsattorneys.co.za)

Datum: 30 Junie 2025

**DIE MUNISIPALE BESTUURDER  
BEAUFORT-WES MUNISIPALITEIT**



Geagte Mnr

**INSAKE: TRANSPORT : HJ & E VERSTER // NN SOLWANDLE  
EIENDOM : ERF 7424 BEAUFORT-WES**

Ons Firma het opdrag ontvang om toe te sien tot bogemelde Transport.

Ons onderneem hiermee om op datum van registrasie van Transport die aangehegte syfers en rente plus verdere kostes aan die Munisipaliteit te betaal.

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Vriendelike groete

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A G VORSTER**

SIRKULASIE	OPDRAG
SAB - spreek arb.	

36 DONKIN STREET - PO BOX 25 - DOCEX 1 - BEAUFORT WEST - 6970  
TELEPHONE: (023) 414 2161 - FAX: (023) 414 3714

Partners: AG VORSTER, B.Proc; AGE VAN VELDEN, B.Proc; M ANDREAS, B.Juris, LL.B  
Consultants: JR JOUBERT, B.A; LL.B  
Professional Assistant: W MOSTERT, LL.B





# BEAUFORT WEST MUNICIPALITY ATTORNEY'S REPORT

Crawfords

Electronic Reference: 13176288

Sub Code	Erf	Portion	Suburb	Extent
	7424			365 Square metres
Stand Code				
Scheme Name			Unit number	
Scheme Reg.			Parent	

RCA No	ERF 7424 BEAUFORT WEST IN THE MUNICIPALITY AND DIVISION OF BEAUFORT WEST PROVINCE WESTERN CAPE	Annual Figures	18,000.48
RATES ACC No	ERF 7424 BEAUFORT WEST	Property Value	R680 000,00
Physical Address	28 STANBRIDGE STREET BEAUFORT WEST 6970	Sale Price	R900 000,00
		Date Costs Issued	26/06/2025
		User Name	VANESSA VAN NIEKERK

## TOTAL COSTS

Account No	Account Holder	Amount	Date Valid From	Date Valid To
1074280318	Beaufort west municipality	R22 066,24	26/06/2025	17/07/2025
Total Payable		R22 066,24		

Amount Description	Account No	Account Holder	Amount	Debt Type	Date Valid From	Date Valid To
Admin fee	1074280318	Beaufort west municipality	R103,37	Debit	26/06/2025	17/07/2025
Rates Clearance Certificate	1074280318	Beaufort west municipality	R153,77	Debit	26/06/2025	17/07/2025
Outstanding Water Basic	1074280318	Beaufort west municipality	R475,22	Debit	26/06/2025	17/07/2025
Outstanding Water Metered	1074280318	Beaufort west municipality	R14 151,49	Debit	26/06/2025	17/07/2025
Outstanding rates	1074280318	Beaufort west municipality	R1 587,28	Debit	26/06/2025	17/07/2025
Outstanding Refuse removal	1074280318	Beaufort west municipality	R230,57	Debit	26/06/2025	17/07/2025
Outstanding Sewerage	1074280318	Beaufort west municipality	R722,01	Debit	26/06/2025	17/07/2025
Advanced Water Basic	1074280318	Beaufort west municipality	R709,29	Debit	26/06/2025	17/07/2025
Advanced Collections: Rates	1074280318	Beaufort west municipality	R2 368,98	Debit	26/06/2025	17/07/2025
Advanced Refuse removal	1074280318	Beaufort west municipality	R344,14	Debit	26/06/2025	17/07/2025
Advanced Collection: Sewerage	1074280318	Beaufort west municipality	R1 077,63	Debit	26/06/2025	17/07/2025
Provisional interest on Water Basic	1074280318	Beaufort west municipality	R21,28	Debit	26/06/2025	17/07/2025
Provisional interest on Water Metered	1074280318	Beaufort west municipality	R7,49	Debit	26/06/2025	17/07/2025
Provisional interest on Rates	1074280318	Beaufort west municipality	R71,07	Debit	26/06/2025	17/07/2025
Provisional interest on Refuse Removal	1074280318	Beaufort west municipality	R10,32	Debit	26/06/2025	17/07/2025
Provisional interest on Sewerage	1074280318	Beaufort west municipality	R32,33	Debit	26/08/2025	17/07/2025
Total			R22 066,24			

Seller Name	ID No	Phone No
HENDRIK JAKOBUS VERSTER	5306135092084	0834506681

- 2 -

ELFRIEDA VERSTER	6106110006086	0836885696
Purchaser Name	ID No	Phone No
NTOMBIZODWA NOTRANSKEI SOLWANDLE	7602090727088	0786298147

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**Account Number:** 1074280318  
**Bank Name:** Nedbank Limited  
**Account Type:** Cheque Account  
**Swift Code:** NEDSZAJJ

**Branch:** Inland Garden Route  
**Branch Code:** 198765

392  
7/1/14

THE ADMINISTRATOR



12314161

**BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOL**

Directorate: Infrastructure Services / Direktooraat: Infrastruktuur Dienste

ICandelo: liNkonzo zeZiseko zoPhuhliso

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the  
Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala

**Verwysing**

Reference

7/1/1;7/1/4

Isalathiso

Privaatsak/Private Bag 582

Faks/Fax 023-4151373

Tel 023-4148194

**Navrae**

Enquiries

Imibuzo

D. le Roux

E-pos / E-mail [admin@beaufortwestmun.co.za](mailto:admin@beaufortwestmun.co.za)

Donkinstraat 112 Donkin Street

BEAUFORT-WES

BEAUFORT WEST

BOBHOFOL

6970

**Datum**

Date

Uhmla

05/06/2024



Copy: Director Infrastructure

**MEMORANDUM TO THE MUNICIPAL MANAGER****QUOTATIONS FOR MAINTENANCE COSTING INSIDE THE BUILDING: OLD POLICE STATION, KWA MANDLENKOSI**

Your even numbered memoranda dated **10/04/2024** and **08/05/2024** - J. V. regarding above, has reference.

Find attached the quotation for the repairs to be done to the vandalised Police Station building in Kwa Mandlenkosi.

The relevant department must issue us with a vote number for the expense to be incurred and then we will be able to instruct the contractor to go ahead with the repairs and the issue of the COC on the installation.

Note at this stage the security and the alarm at this building is not functioning and this must be addressed before the work can commence.

For your further attention.

**D. LE ROUX****ACTING SENIOR MANAGER: ELECTRO TECHNICAL SERVICES**

DLR/emt

Y:\Electro7\_Munisipale Eiendom\7-1\_Munisipale Geboue\7-1-12024\Quotation for maintenance costing inside the building - Old Police Station, Kwa Mandlenkosi.docx

BEKULASIE	OPDRAG
AA	discuss with DCS



**BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOLO**  
**Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager**  
**Departement Korporatiewe Dienste / Department Corporative Services**

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the  
 Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala

**Verwysing**  
**Reference**  
**Isalathiso**

7/1/1; 7/1/4

**Privaatsak/Private Bag 582**

**Faks/Fax 023-4151373**

**Tel 023-4148193**

**E-pos / E-mail [admin@beaufortwestmun.co.za](mailto:admin@beaufortwestmun.co.za)**

**Donkinstraat 112 Donkin Street**

**BEAUFORT-WES**

**BEAUFORT WEST**

**BOBHOFOLLO**

**Navrae**

**Enquiries**

**Imibuzo**

J. Visagie

**Datum**

**Date**

**Uhmla**

8 Mei // May 2024

**MEMORANDUM TO THE DIRECTOR: INFRASTRUCTURE SERVICES AND ACTING SENIOR  
 MANAGER: ELECTRO TECHNICAL SERVICES**

**QUOTATIONS FOR MAINTENANCE COSTING INSIDE THE BUILDING: OLD POLICE STATION  
 KWA MANDLENKOSI**

My memorandum dated 10 April in the above matter, refers.

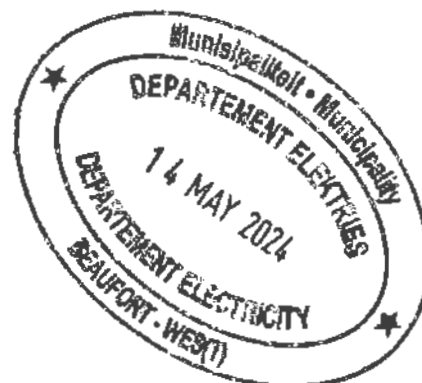
Your attention and feedback will be appreciated.

**A.C. Makendlana**

**Director: Corporate Services**

/jv

*2nd memo -  
 Wag vir kwotasie van TG Euk*





# **BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOLO**

**Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager  
Departement Korporatiewe Dienste / Department Corporate Services**

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the  
Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala

**Verwysing  
Reference  
Isalathiso**

7/1/1; 7/1/4

**Privaatsak/Private Bag 582  
Faks/Fax 023-4151373  
Tel 023-4148193**

**Navrae  
Enquiries  
Imibuzo**

J. Visagie

**E-pos / E-mail [admin@beaufortwestmun.co.za](mailto:admin@beaufortwestmun.co.za)  
Donkinstraat 112 Donkin Street  
BEAUFORT-WES  
BEAUFORT WEST  
BOBHOFOLO**

**Datum  
Date  
Uhmla**

10 April 2024

## **MEMORANDUM TO THE DIRECTOR: INFRASTRUCTURE SERVICES AND ACTING SENIOR MANAGER: ELECTRO TECHNICAL SERVICES**

### **QUOTATIONS FOR MAINTENANCE COSTING INSIDE THE BUILDING: OLD POLICE STATION KWA MANDLENKOSI**

The abovementioned matter, refers.

During an in loco-inspection conducted on the 10 April 2024, it was discovered that the Old Police Station is partially vandalized especially inside. The Municipality intends to lease out the property but not in its current state.

Please obtain costing quotations for the upgrade, maintenance repairs to be done inside of the Old Police Station at Kwa Mandlenkosi relevant to your respective departments.

Your attention and feedback will be appreciated.

  
**A.C. Makendiana  
Director: Corporate Services**

/jv





TG Elektries (Pty) Ltd

Kinnear Straat 2  
Posbus 1284  
Beaufort-Wes, 6970  
Sel: 082 558 9280  
Tel: (023) 415 2510  
E-Pos: tg@023.co.za



QUOTATION

VAT REG NO: 4830265023

Quotation QT3012  
Date 2024/05/16  
Our Ref.  
Cust Ref. TICKET 381

SCM72/ 2023

BEAUFORT-WES MUNISIPALITEIT  
DONKIN STRAAT 112  
BEAUFORT-WES  
6970  
BTW NO: 4000846388

Description	Qty	Unit Price	Amount
DB SU 2 COMPLETE	1 ELK	R 6,800.00	R 6,800.00
JM 61 FITTING	1 ELK	R 490.21	R 490.21
LED BULBS	8 ELK	R 31.18	R 249.44
BULK HEADS WITH GRID	6 ELK	R 400.00	R 2,400.00
ELECTRICAL GATE LOCKS	2 ELK	R 5,500.00	R 11,000.00
DAY/NIGHT SWITCH PUNT	1 ELK	R 450.00	R 450.00
DAY NIGHT SWITCH	1 ELK	R 160.00	R 160.00
DOMESTIC CONTACTOR	1 ELK	R 243.37	R 243.37
LIG PUNTE	11 ELK	R 480.00	R 5,280.00
DUBBEL PLUG PUNT	11 ELK	R 580.00	R 6,380.00
BUIE LIG PUNT	6 ELK	R 480.00	R 2,880.00
AIRCON PUNT	1 ELK	R 800.00	R 800.00
GEYSER PUNT	1 ELK	R 690.00	R 690.00
COC	1 ELK	R 800.00	R 800.00
ELEKTRISIEN 3FASE	40 URE	R 500.00	R 20,000.00
1TON VERVOER	24 P/KM	R 8.00	R 192.00

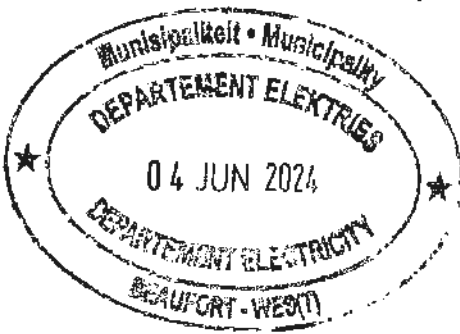
<b>Remarks</b> HERSTEL VANDALISEERDE ELEKTRIESE PUNTE. MANDLEKOSIE - POLISIE STASIE.	Sub Total	R 58,815.02
	VAT	R 8,822.25
	Tax2	R 0.00
	Shipping & Handling	
	<b>Total</b>	<b>R 67,637.27</b>

1. 70% Deposito op aanvaarding.  
2. Geldig vir 7 dae.  
3. Ekstra werk en materiaal sal apart bereken word.

Bankbesonderhede:

FNB TJEK REK.  
REK NO: 62377299302  
TAK KODE: 200108  
REF: QT NO.

Kaart Fasiliteite beskikbaar/ Card Facilities available





**MUNISIPALITEIT / MUNICIPALITY / UMASIPALA-WASE  
BEAUFORT-WES / BEAUFORT WEST / BHOBHOFOLO**

**DEPARTEMENT VAN DIE DIREKTEUR: INGENIEURSDIENSTE  
DEPARTMENT OF THE DIRECTOR: ENGINEERING SERVICES  
ISEBE LOMPHATHI OWONGAMELEYO: KWICANDELO LEZENJINELI**

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the Municipal Manager/Yonke imbalelwano mayithunyethwe kuMlawuli kaMasipala

**Verwysing**

**Reference** 7/1/1; 7/1/4  
**2811**  
**Isalathiso**

**Navrae**

**Enquiries** N.L.Kotze  
**Imibuzo**

**Datum**

**Date**

**Umhla**

07 May 2024



**Privaatsak/Private Bag 582**

**Faks/Fax 023 414**

**Tel 023-4148010**

**E-mail [norwoodk@beaufortwestmun.co.za](mailto:norwoodk@beaufortwestmun.co.za)**

**Birdstraat 112 Bird Street**

**BEAUFORT-WES**

**BEAUFORT WEST**

**BHOBHOFOLO**

**6970**

**MEMORANDUM TO DIRECTOR: CORPORATE SERVICES**

**ATTENTION: J. VISAGIE**

**QUOTATIONS FOR THE MAINTENANCE COSTING INSIDE THE BUILDING: OLD  
POLICE STATION KWA-MANDLENKOSI**

My memorandum with the same subject refers.

Below is the work which needs to be carried out to fix up the building.

- Firstly all water pipes must be replaced due to old pipe was all stolen out, geyser will not be replaced.
- One complete cistern plus 3 cistern internal fittings must be replaced.
- Sewer lines must be cleared and damage sections replace.
- Kitchen sink must be replace with taps/mixer.
- Hand wash basin must be replaced with cold water tap.
- One internal door plus 2 lever lock must be replaced, one door must be fix.
- Replace one burglar safety gate plus there is 5 lever yale locks.
- Fix ceiling and facias outside and inside.
- Sealing of wall crack and repaint internal walls only.
- Plastering of pipe positions and repaint.
- Replace brass window stays and brass window handles.

Total estimated cost for the above work will be ± R32 000. Cost is material only and exclude repairing of electrical reticulation.

Due to the current work load of the building Maintenance section and the tedious process of getting material, it is proposed the building must be hired out as is and the tenant should fix the building to his requirement.

Hope you find above in order.

**N.L.KOTZE**  
**MANAGER: CIVIL SERVICES**  
/mg

WASIE	OPDRAG
SABY a	



**MUNISIPALITEIT / MUNICIPALITY**  
**BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOL**  
 Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager  
 Departement Korporatiewe Dienste / Department Corporate Services

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the  
 Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala

**Verwysing**  
**Reference** 7/1/4  
**Isalathiso**

**Privaatsak/Private Bag 582**

**Faks/Fax 023-4151373**

**Tel 023-4148103**

**E-pos / E-mail [admin@beaufortwestmun.co.za](mailto:admin@beaufortwestmun.co.za)**

**Donkinstraat 112 Donkin Street**

**BEAUFORT-WES**

**BEAUFORT WEST**

**BOBHOFOL**

**Navrae**  
**Enquiries** J.Visagie  
**Imibuzo**

**Datum**  
**Date** 14 Junie // June 2024  
**Uhmla**

Provincial Manager: CWP Implementation: Western Cape  
 Department  
 Cooperative Governance  
 Republic of South Africa

Email: [daniels.naym@gmail.com](mailto:daniels.naym@gmail.com)

Sir

**REQUEST FOR OFFICE SPACE FOR COMMUNITY WORKERS PROGRAMME SITE STAFF:**  
**BEAUFORT WEST**

Your email dated 24 April 2024 in the above matter, refers.

Hereto find attached photos of the space in question as resolved by the Local Council on the 31 October 2023. The total estimated cost of the material for the repair will be ± R32000,00 and also hereto find the quotation for the repair of the vandalized electrical points attached.

Please inform this office of your decision whether:-

- 1 You will take the office space as is or
- 2 Repairing the office space with own funds as the municipality is unable to repair.

Trust to hear from you speedingly.

Yours faithfully

  
**D.E. Welgemoed**  
**Municipal Manager**  
 /jv











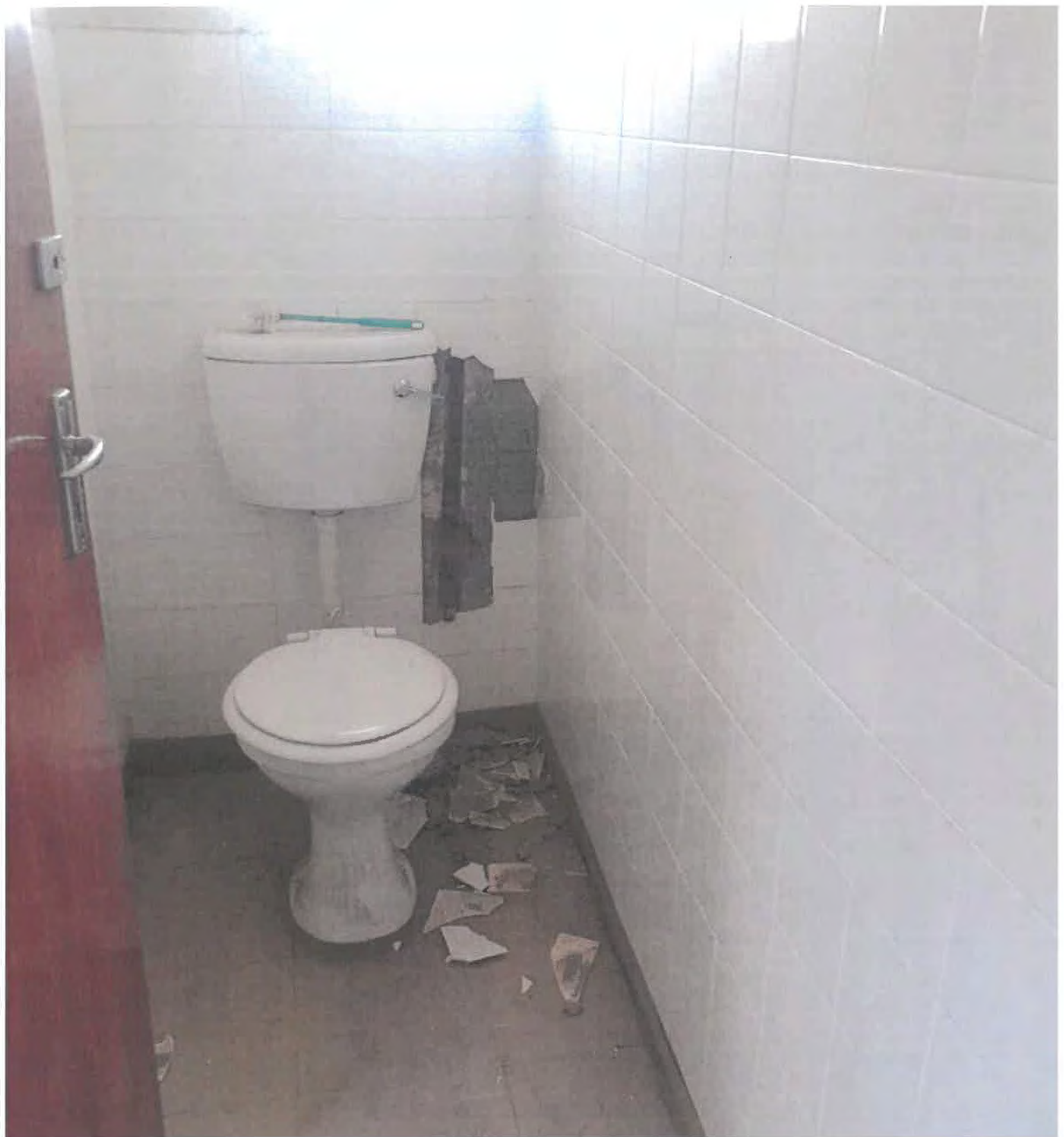




















C



Zimbra

johannav@beaufortwestmun.co.za

---

**RE: REQUEST FOR OFFICE SPACE FOR COMMUNITY WORKERS PROGRAMME SITE  
STAFF: BEAUFORT WEST**

---

**From :** daniels naym <daniels.naym@gmail.com>

Mon, 15 July, 2024 12:46 pm

**Subject :** RE: REQUEST FOR OFFICE SPACE FOR COMMUNITY  
WORKERS PROGRAMME SITE STAFF: BEAUFORT WEST**To :** 'Johanna Visagie' <johannav@beaufortwestmun.co.za>**Cc :** 'Martin Dassie' <Dasie.cwp@gmail.com>,  
'Mbulelolamani@gmail.com'  
<mbulelolamani@gmail.com>

Dear Johanna

Thank you for your email concerning potential office space for our CWP office in Beaufort West. Following extensive discussions with my superiors and CWP management, we regret to inform you that we are unable to upgrade the identified office due to budget cuts experienced this financial year.

Therefore, we kindly request the municipality to reconsider our plea for an alternative office space.

Regards

Naym

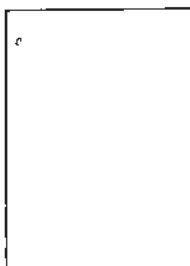
**From:** Johanna Visagie <johannav@beaufortwestmun.co.za>**Sent:** Monday, July 15, 2024 10:40 AM**To:** daniels naym <daniels.naym@gmail.com>**Subject:** Fwd: REQUEST FOR OFFICE SPACE FOR COMMUNITY WORKERS PROGRAMME SITE STAFF:  
BEAUFORT WEST

7/1/4

Good day Sir

I trust you are well. Please find attached for your perusal.

Regards

**Johanna Visagie**

Senior Administrative Officer: Corporate Services - Beaufort West Municipality

Phone: 023 414 8193

Fax: +27 (0)23 414 8020

Web: <http://www.beaufortwestmun.co.za>

---

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---



**From:** "Johanna Visagie" <[johannav@beaufortwestmun.co.za](mailto:johannav@beaufortwestmun.co.za)>  
**To:** "daniels naym" <[daniels.naym@gmail.com](mailto:daniels.naym@gmail.com)>  
**Sent:** Thursday, 27 June, 2024 1:57:02 PM  
**Subject:** Fwd: REQUEST FOR OFFICE SPACE FOR COMMUNITY WORKERS PROGRAMME SITE STAFF: BEAUFORT WEST

Good day Sir

Please see in attached email photos of office space. This office awaits your feedback.

Regards



**Johanna Visagie**

Senior Administrative Officer: Corporate Services - Beaufort West Municipality

Phone: 023 414 8193

Fax: +27 (0)23 414 8020

Web: <http://www.beaufortwestmun.co.za>

---

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---

**From:** "Johanna Visagie" <[johannav@beaufortwestmun.co.za](mailto:johannav@beaufortwestmun.co.za)>  
**To:** "daniels naym" <[daniels.naym@gmail.com](mailto:daniels.naym@gmail.com)>  
**Sent:** Wednesday, 19 June, 2024 8:08:42 AM  
**Subject:** REQUEST FOR OFFICE SPACE FOR COMMUNITY WORKERS PROGRAMME SITE STAFF: BEAUFORT WEST

7/1/4

Good day Sir

I trust you are well. Please find attached for your perusal.

Regards



**Johanna Visagie**

Senior Administrative Officer: Corporate Services - Beaufort West Municipality

Phone: 023 414 8193

Fax: +27 (0)23 414 8020

Web: <http://www.beaufortwestmun.co.za>

---

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Beaufort Wes het n water krisis. Water is n kosbare bron. Kom ons spaar saam.

Beaufort West has a water crisis. Water is a precious resource. Lets save water.

I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.

---

7/1/4



73 Mandlenkosi road

Kwa-Mandlenkosi

Beaufort West

6970

March 20224

Our ref no. 24/451687



Attention: The municipal manager

Private bag 582

Beaufort West

Dear Sir

Request for using the Kwa-Mandlenkosi police station as our office and programmers.

This letter confirms the request that the NPO organization of I can and You can to use the police station on a full time basis for this particular objectives.

\*Support school children and drop outs the youth at large in conflict with the law, Crime prevention.

\*Drugs and substance abusers with intervention programmers.

\*Treating & assessing young sexual offenders.

\*Career exhibitions, Job hunting skills as well as assisting youth in writing CV E.T.C

Hard skills in Plumbing

Mechanical skills

Carpentry skills

Computer skills

Sewing, Gardening and poultry

-The I can You can be a Nonprofit organization who is dependent on donations from national and international donors, and we are currently waiting for funds.

We need to implement or programmers.

-We believe that given opportunity to use the building together we can alleviate poverty.

Kind regards

Lungi Mtshula –Managing director

Patric Blouw –CEO

067 349 8519.

OPKULASIE	OPDRAG
AIA	spektrale



SUID-AFRIKAANSE POLISIEDIENS



SOUTH AFRICAN POLICE SERVICE

AMAPOLISA OMZANTSI AFRICA

Privaatsak/Private Bag 522

Posbus/Post Office Box

Reference :	Kwa-Mandlenkosi
Navrae/Eng:	Colonel AB Zimba
Tel no :	023-414 8816/ 079 894 1983
Email:	Beaufortwest.sc@gov.za

OFFICE OF THE STATION COMMANDER  
SOUTH AFRICAN POLICE SERVICE  
BEAUFORT WEST  
P.O BOX 552  
6970

2025-01-23

ATT: MUNICIPAL MANAGER

**MUNICIPAL MANAGER  
BEAUFORT WEST  
112 DONKIN STREET  
BEAUFORT WEST  
6970**



**REQUEST TO UTILIZE KWA-MANDLENKOSI BUILDING**

1. Emanating from our telephone conversation regarding the previously used building by the SAPS. We are requesting to use the building again due to the pressure from the community.
2. We are obliged as SAPS to give service to the people and it is under this obligation that we really need to ask you to return the building to us.
3. Currently the service delivery is compromised due to the fact that the Nieuveld Building was given to correctional Service by Public Works.

*AB Zimba*  
**AB ZIMBA  
STATION COMMANDER  
BEAUFORT WEST**

COL

SIRKULASIE	OPDRAG
<i>SAB - spreek draingewerk arb.</i>	

Zimbra

eurika@beaufortwestmun.co.za

---

**Fwd: KWA-MANDLENKOSI BUILDING**

---

**From :** Petrus Strumpher <petrus@beaufortwestmun.co.za>

Tue, 01 Jul, 2025 11:03

**Subject :** Fwd: KWA-MANDLENKOSI BUILDING 3 attachments**To :** Eurika Chalmers <eurika@beaufortwestmun.co.za>**Cc :** Johanna Visagie <johannav@beaufortwestmun.co.za>

Eurika, print asb die attachment vir die posboek

Petrus Strümpher

Senior Manager: Corporative Services - Beaufort West Municipality

Phone: +27 (0)23 414 8103

Fax: +27 (0)23 415 1373

Web: <http://www.beaufortwestmun.co.za>

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From: "Amos Makendlana" &lt;amos@beaufortwestmun.co.za&gt;

To: "Eurika Chalmers" &lt;eurika@beaufortwestmun.co.za&gt;

Cc: "Petrus Strumpher" &lt;petrus@beaufortwestmun.co.za&gt;

Sent: Tuesday, 1 July, 2025 10:53:52

Subject: Fwd: KWA-MANDLENKOSI BUILDING

posboek

Amos Makendlana

Director: Corporative Services - Beaufort West Municipality

Phone: +27 (0)23 414 8104

Fax: +27 (0)23 415 1373

Web: <http://www.beaufortwestmun.co.za>

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From: "Amos Makendlana" &lt;amos@beaufortwestmun.co.za&gt;

To: "Eurika Chalmers" &lt;eurika@beaufortwestmun.co.za&gt;

Sent: Wednesday, 11 June, 2025 15:40:02



Subject: Fwd: KWA-MANDLENKOSI BUILDING

Amos Makendlana  
Director: Corporative Services - Beaufort West Municipality

Phone: +27 (0)23 414 8104  
Fax: +27 (0)23 415 1373  
Web: <http://www.beaufortwestmun.co.za>

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From: "beaufortwest sc" <beaufortwest.sc@saps.gov.za>  
To: "Amos Makendlana" <amos@beaufortwestmun.co.za>  
Sent: Wednesday, 11 June, 2025 15:14:18  
Subject: FW: KWA-MANDLENKOSI BUILDING

Good Day Mr Makendlana

I hope this email finds you well.

Please see the attached document for your reference.

Kind Regards

Col AB Zimba

Beaufort West Station Commander

Tel: 023 414 8816

Cell: 079 894 1783

Email : [ <mailto:beaufortwest.sc@saps.gov.za> | beaufortwest.sc@saps.gov.za ]

From: WC:Beaufort West Saps Station Commander  
Sent: Friday, 24 January 2025 12:35  
To: derickw@beaufortwestmun.co.za  
Subject: KWA-MANDLENKOSI BUILDING

Good Afternoon Mr D Welgemoed

I hope this e-mail find you well. Please see the attached letter for your reference.

Kind Regards

Col AB Zimba

Beaufort West Station Commander

Tel: 023 414 8816

Cell: 079 894 1783

Email : [ <mailto:beaufortwest.sc@saps.gov.za> | [beaufortwest.sc@saps.gov.za](mailto:beaufortwest.sc@saps.gov.za) ]

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Beaufort Wes het n water krisis. Water is n kosbare bron. Kom ons spaar saam.

Beaufort West has a water crisis. Water is a precious resource. Lets save water.

I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.

Beaufort Wes het n water krisis. Water is n kosbare bron. Kom ons spaar saam.

Beaufort West has water crisis. Water is a precious resource. Lets save water.

I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.



**REQUEST TO UTILIZE THE KWA-MANDLENKOSI BUILDING.pdf**

45 KB

---

# CRAWFORDS

Attorneys, Notaries, Conveyancers  
 Administrators of Estates and Auctioneers  
 Prokureurs, Notarisse, Transportbesorgers  
 Boedelhoeders en Afsaers  
 Amagqweta, Abulawuli Bamata, Nabaqingqi-Maxabiso  
 Umbhali Zindlu Nezihlaba



7114-  
 36 Denkin Street/straat  
 P O Box / Postbus / I Bhokisi Yqosi 25  
 Docex 1  
 BEAUFORT WEST/WES  
 6970  
 Telephone/Telefoon/Yefoni (023) 414-2161  
 Fax/Faks/Yefax (023) 414-3714  
 E-mail/E-pos crawfords@iatt.co.za

Your Ref  
 U Verw.  
 Eyakho

AGEvV

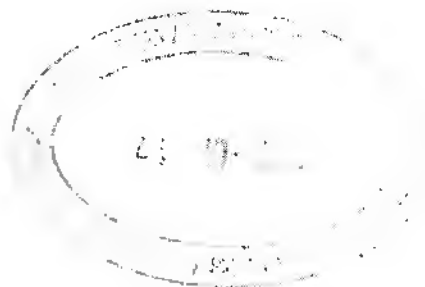
16 Julie 2012

Beaufort-Wes Munisipaliteit  
 Donkinstraat 112  
**BEAUFORT-WES**  
 6970

U Verwysing : 7/1/4; 5/3/5

Vir Aandag : L Lakay

Geagte meneer/mevrou



**INSAKE : WAARDASIE  
 POLISIESTASIE GELEë OP ERF S3**

Ons verwys na bogenelde en heg hierby aan die waardasie soos versoek.

Ons heg ook hierby aan ons rekeningstaat.

Ons dank u vir u instruksie hierin.

Ons vertrou u vind voormelde in orde.

**CRAWFORDS**

per : AGE VAN VELDEN



**Offices closed on Saturdays/Kantoor gesluit op Saterdag**

Partners/Vennote/Abalingane : A G Vorster B.Proc., AGE van Velden B.Proc., M Andros B. Jnr, LL.B.  
 Consultant/Konsultant : P G van Velden B.A. LL.B., J R Joubert D.A. LL.B.,

# CRAWFORDS

Attorneys, Notaries, Conveyancers  
 Administrators of Estates and Auctioneers  
 Prokureurs, Notarisse, Transportbesorgers  
 Boedelberedders en Afstaers  
 Amagqweta, Abalawuli Bamafa, Nabaqingqi-Maxabiso  
 Umbhalisi Zindlu Nemihlaba

Donkin Street/Straat 36  
 Telephone/Telefoon/Yefoni (023) 414-2161  
 Fax/Faks/Yefax (023) 414-3714  
 Docex 1 - BEAUFORT WES/T  
 Email [crawfords@isat.co.za](mailto:crawfords@isat.co.za)  
 P O Box/Posbus/I Bhokisi Yeposi 25  
 BEAUFORT WES/T  
 6970

U Verw. 7/1/4;5/3/6  
 Your Ref. L. Lakay  
 Eyakho

Ons Verw. AGE-WV/tanya/WV1430  
 Our Ref.  
 Eyethu

13 Julie 2012

Munisipale Bestuurder  
 Donkinstraat 112  
 BEAUFORT WES  
 6970

## BELASTINGFAKTUUR / TAX INVOICE

BTW REG NO / VAT REG NR : 4390198160

FAKTUUR NO / INVOICE NR :

WAARDASIE : ERF S3 BEAUFORT WES POLISIE STASIE - OLISOLAAN KWA-MANDLENKOSIE		BTW @ 14%	
Aan: Waardasiefooi	2,500.00	350.00	
Aan: Afskrifte, telefoon, posgeld en diverse uitgawes	200.00	28.00	
Subtotaal	2,700.00	378.00	
	378.00		
DEUR U VERSKULDIG			3,078.00
	3,078.00		3,078.00

Dis in van die uiterste belang dat u ons W-verwysingsnommer meld by betaling ten einde ons in staat te stel om die korrekte rekening te krediteer  
 Please mention W-reference number on payment in order to enable us to credit the correct account

<b>BANK BESONDERHEDE/DETAILS</b> <b>CRAWFORDS VENNOOTSAP, STANDARD BANK, BEAUFORT WES/T</b> <b>TAK KODE/CODE 050008, REK NR/ACC NO. 082966125</b>
---

*Kantoor gesluit op Saterdag/Closed on Saturdays*

Partner/Vennote : AG Vorster B.Proc., AGE van Velden B.Proc., M Andreas B. Juris, LL.B.  
 Consultant/Konsultant : PG van Velden B.A.L.L.B., JR. Joubert B.A.L.L.B.



**MUNISIPALITEIT – MUNICIPALITY – UMASIPALA-WASE**  
**BEAUFORT-WES/BEAUFORT WEST/BHOBFHOFOLO**  
 Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager  
 Departement Korporatiewe Dienste / Department Corporate Services

Rig asseblu alle korrespondensie van die Munisipale Bestuurder/Kindly address all correspondence to the Municipal Manager/Yonke balelwano mayithunyiselwa kuMlawuli kaMasipala

Vervysing: 7/1/4; 5/3/5  
 Reference: 7/1/4; 5/3/5  
 Isulathiso: 7/1/4; 5/3/5

Privaatsak/Private Bag 582  
 Faks/Fax 023-4151373  
 Tel 023-4148020  
 E-pos / E-mail [admin@beaufortwestmunicipality.co.za](mailto:admin@beaufortwestmunicipality.co.za)  
 Donkinsstraat 112 Donkin Street  
 BEAUFORT-WES  
 BEAUFORT WEST  
 BHOBFHOFOLO  
 6970

Navon: L. Lekay  
 Enquiries: L. Lekay  
 Imibuzo: L. Lekay

Datum: 21 Junie // June 2012  
 Date: 21 Junie // June 2012

Crawfords Prokeureurs  
 Donkinsstraat 36  
 BEAUFORT-WES  
 6970

Menere

**WAARDASIE: POLISIE STASIE GELEË OP ERF S3: DLISOLAAN: KWA-MANDLENKOSI: BEAUFORT-WES**

Die Plaaslike Raad is van voorneme om die polisie stasie geleë op erf S3, Disolaan, Kwa-Mandlenkosi, Beaufort-Wes, te verhuur.

Geliewe asseblu hierdie kantoor van 'n markverwante huurwaardasie ten opsigte van die eiendom geleë op erf S3, Beaufort-Wes te voorsien.

Hierby aangeheg, vind u 'n liggingsplan van erf S3, Kwa-Mandlenkosi, Beaufort Wes.

U terugvoering sal waardeer word.

Die uwe

  
 J. Booysse  
 Munisipale Bestuurder  
 /scm

20 JUN 2012

**Rental Valuation of a  
Portion of Erf 3  
Sidesaviwa  
Province Western Cape**

**By Karen van Velden  
Candidate Valuer**

**Assisted by  
Markus J. Steinmann  
Professional Valuer  
(MIVSA)**



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**Annexes**

A:	Location Map
B:	Deed Office search
C:	Photo Report

## **ASSUMPTIONS AND LIMITING CONDITONS**

This valuation is made with the following general assumptions:

1. No responsibility is assumed for the legal descriptions or matters, including legal or title considerations
2. The information furnished by the owner and other parties is believed to be reliable and a full disclosure of all information is assumed. This valuation report specifically excludes any informal and other unregistered rights that might be laid against the registered title or owner and could influence the market value of the subject property
3. It is assumed that the utilisation of the land and improvements is within the property boundaries of the property described
4. This report is intended for the party to whom it is addressed and is not to be used for any public purposes, publications, or for any other purposes or by any other person other than by the party to whom it is addressed, unless the person to whom it is addressed or the valuer herein consents to it
5. The valuer herein is not required to give further consultation, testimony or to be in attendance in court, with reference to the property in question, unless arrangements have been previously made

## **DEFINITIONS**

Market rental and highest and best use as defined by the Guidance Notes of the 2011 Standards of the International Valuation Standards Committee, means, i.e.:

### **Market Rent**

*"The estimated amount for which a property would be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing wherein the parties had each acted knowledgeably, prudently, and without compulsion."*

### **Highest and Best Use**

*"The most probable use of a property which is physically possible, appropriately justified, legally permissible, financially feasible, and which results in the highest value of the property being valued."*

## **GENERAL REPORT**

### **1. INSTRUCTION**

An instruction was received on the 21<sup>st</sup> of June 2012 from Crawford Attorneys, 36 Donkin Street, Beaufort West on behalf of the Municipality of Beaufort West to determine a Market Rental for Portion of Erf 3, Sidesaviwa, Province Western Cape

### **2. PURPOSE OF VALUATION**

The purpose of this valuation is to determine the fair Market Rental of the Subject Property

### **3. DATE OF VALUATION**

The date of valuation is 27<sup>th</sup> of June 2012

### **4. DATE OF INSPECTION**

The date of inspection is 27<sup>th</sup> of June 2012

### **5. LOCALITY**

(See Annex A: Location Map)

The Subject Property is located in Dliso Avenue, in the suburb of Kwa-Mandelenkosi. It falls within the Municipal boundaries of Beaufort West. Access onto the property is from Dliso Avenue

### **6. METHOD OF VALUATION**

The most apt method to determine an open market rental for business properties such as the Subject Property is by means of the *market data approach* of comparative data. Our market research was based on office rental properties in the Neighbourhood Area

**7. TITLE DEED INFORMATION AND PROPERTY DESCRIPTION**

(See Annex B: Deeds Office Search)

- 7.1 **Division** : Beaufort West
- 7.2 **Title Deed Number** : T67316/2011
- 7.3 **Registered Owner** : Municipality of Beaufort West
- 7.4 **Title Description** : Erf 3 Sidesaviwa
- 7.5 **Extent** : 1,5746 Ha
- 7.6 **Purchase Price** : CRT
- 7.7 **Bonds** : None
- 7.8 **Servitudes and Conditions:** None with a negative impact on the value of the property

**8. ZONING**

- 8.1 **Zoning** : Institution 3  
 Primary use: Institution  
 Consent Use: Place of Assembly

**9. AVAILABLE SERVICES**

All municipal services are available in this street, i.e. water, electricity, dirt road, refuse removal, etc

**10. NEIGHBOURHOOD AREA AND LOCATION**

- 10.1 It is an area that caters for the lower income segment of the market. The Subject Property is located ±1km directly south of the N1-National Road and is located in Dliso Avenue, within the residential area of Kwa-Mandlenkosi. It is located alongside a clinic and a community hall which are also part of Erf 3. The improvements on the property are separately fenced. The Subject Property is ±1,5km directly south-west from the central part of the Central Business District (CBD) of Beaufort West. Directly west is the middle to lower income suburb of Rustdene where a number of businesses as well as various churches, schools, a technical college, clinic, an old age home, community and police services as well as a library are situated. Development in this area is limited to the neighbouring residential area.

## 11. PROPERTY DESCRIPTION

(See Annex C: Photo Report )

### 11.1 Site (±520m<sup>2</sup>)

The Subject Portion is east fronting onto Dliso Avenue. It is fairly rectangular in shape with a level surface. There is no established garden and the property is secured with a ±4m high wire security fence. Access is via double motor gate ±4m high.

### 11.2 Improvements

#### i) **Main building** (±82m<sup>2</sup>)

It is a square shaped, plastered brick structure that has a face brick portion at the front entrance to the building. It has steel-framed windows and mono-pitched corrugated iron and IBR roof. The building is to be utilised as a police station and is currently unoccupied. Interior finishes are painted walls, gypsum board ceilings and a concrete floor covered with linoleum tiles or carpet. The building is secured with burglar bars as well as security gates at the two entrances. The accommodation can be summarised as follows:

Waiting area	:	Fluorescent lights and vinyl tiled floors. A wooden bench is built into the one wall. A wooden serving hatch
Office	:	Directly behind the serving counter/hatch is a partially carpeted office area fitted with an air-conditioner
Holding Cell	:	This room has a steel security gate and a tiled floor
Trauma Room	:	Carpeted floor and hand basin
Kitchen	:	Vinyl tiles on the floor and a single stainless steel sink built into a wooden cupboard.
3 Toilets	:	The toilets have vinyl tiled floors and a hand basin

The structure is a well-built, basic structure that requires some routine maintenance on the interior. No physical defects were observed with our superficial inspection. The finishes are of an average quality

## **12. MARKET TENDENCIES**

- 12.1 The demand for office space inside the CBD is currently fair to low. Vacancies have increased as a result of the amount of new rentable space at the Beaufort West Mall and other newly renovated space that entered the market during the past  $\pm 5$  years. The poor state of the economy also contributes to the increase in vacancies. Rentals for office space in the central part of the CBD in Donkin Street vary between  $\pm R36$  and  $\pm R65$  per  $m^2$ , depending on the extent and condition. There are however still some old lease agreements in place where rentals are in the order of  $\pm R35$  to  $\pm R40$  per  $m^2$ . Market research indicates that rentals since 2009 have retracted slightly and the only increase in rentals have been the longer-term rentals at their predetermined escalation rates. Due to the limited business premises in the immediate area we extended our research to the abutting suburb of Rustdene
- 12.2 Demand for office or business space in the suburb of Rustdene is currently low. The majority of business premises have been established for some time and there is therefore limited demand for other new types of businesses. Vacancies of older, larger business premises are currently higher than for the smaller premises in the area due to their limited use. Our market research indicates that rentals for the majority of office and retail space in the area vary between  $\pm R10$  to  $\pm R40$  per  $m^2$ . The lower rental rates in the area are for business premises in a below average condition. Larger premises usually command lower rental rates than the smaller premises

- 12.3 Market research further indicates that the majority of the lease agreements for offices in the area are longer term rentals. The Department of Public Works and other Government owned buildings have longer term (5 year) leases with escalation rates of 8%. Many of the newer lease agreements have no annual escalation rates. This is to keep the rentals as affordable as possible for the tenants in the current poor economic climate and to encourage longer-term lease agreements
- 12.4 The following office and retail properties in Rustdene that are let were traced and analysed:

**Comparable No. 1**

<b>Description</b>	: Erf 8431 Beaufort West
<b>Monthly Rental</b>	: R47,563.20
<b>Rental Period</b>	: 10 years
<b>Escalation</b>	: 8%
<b>General</b>	: The property is located $\pm 500\text{m}$ directly to the north-west in De Vries Street and is accessed from this road. It is currently used as office space for the Investigations branch of the South African Police Services (SAPS)
<b>Improvements</b>	: Rentable Area ( $\pm 756\text{m}^2$ ) It is a plastered painted brick structure with steel-framed windows and a pitched corrugated iron roof. The building is comprised of numerous offices and has undercover parking for 20 cars. Internal finishes are carpeted floors and gypsum board ceilings. The building is in a good condition
<b>Summary</b>	: This is an old lease agreement that commenced in 2006 and has escalated to the current amount. In our opinion, the rental of $\pm \text{R}63$ per $\text{m}^2$ can only serve as an absolute maximum rental for the Subject Property. This rental reflects higher rental rates that are paid for retail premises in the main street of the town



**Comparable No. 2**

- Description** : Erf 1634 Beaufort West
- Monthly Rental** : R2142.77
- Rental Period** : 1 November 2008 till 31 October 2013
- Escalation** : 8% per annum
- General** : The property is located at No. 8 Daniel Street in the main business area of Rustdene. The Department of Public Works owns the building and the ground floor is used as office space by the Karoo Resource Centre. The top floor is currently utilised as office space for a Government Department but no information was made available as to the current lease agreement. We therefore refer to the ground floor lease in our investigation
- Improvements** : Rentable Area ( $\pm 130\text{m}^2$ ) Ground floor only  
It is a plastered painted brick structure with steel-framed windows and a pitched corrugated iron roof. It comprises two offices, kitchen, library/research area as well as a bathroom. The floors are carpeted in the two offices and the remainder of the area has vinyl tiles on a concrete base. The fittings are basic and in an average condition
- Summary** : Exposure is higher and access is directly from Daniel Street. The relatively low rental rate of  $\pm R16$  per  $\text{m}^2$  is due to the average condition of the building and the basic internal finishes. With the more favourable location of this property, we are of the opinion that the rental of  $\pm R16$  per  $\text{m}^2$  indicated by this property, should serve as indicator of a good to maximum rental for the Subject Property

**Comparable No. 3**

- Description** : Erf 1636 Beaufort West
- Monthly Rental** : R4,000.00
- Rental Period** : April 2010, until notice
- Escalation** : none

- General** : The property is alongside Daniel Street, in the central business node of Rustdene. It is currently used as a funeral parlour
- Improvements** : Rentable Area ( $\pm 210\text{m}^2$  including a cold room of  $\pm 50\text{m}^2$ )  
It is a plastered painted brick structure with steel-framed windows and pitched corrugated iron roof. The office space has tiled floors, gypsum board ceilings and is in a good condition. There is a separate cold room behind the main building, which adds value to the premises
- Summary** : This property is in a good condition. A rental rate of  $\pm R19$  per  $\text{m}^2$  is indicated. In our opinion it should serve as a maximum indication of rental for the Subject Property, due to its better location in the business node of Rustdene

#### Comparable No. 4

- Description** : Erf 5878 Beaufort West
- Monthly Rental** : R4,250.00
- Rental Period** : N/A
- Escalation** : 10%
- General** : The property is located alongside Meyer Street within the central business node of Rustdene. It is currently utilised as a doctor's surgery
- Improvements** : Rentable Area ( $\pm 105\text{m}^2$ )  
It is a plastered painted brick structure with wooden-framed windows and a pitched corrugated iron roof. The waiting room and office space has tiled and carpeted floors, gypsum board ceilings and is in a good condition
- Summary** : This property is in a good condition and has a better location than the Subject Property. A rental of  $\pm R40$  per  $\text{m}^2$  is indicated by this property. In our opinion it should only serve as indicator of a maximum rental for the Subject Property

12.5 The listed comparables can be summarised as follows:

No.	Property Description	Extent m <sup>2</sup>	Rental per month	Lease Term Years	Esc. Rate	Rental Rate	Condition
1	Erf 8431	756	R 47,563.20	10	8%	R 62.9	Good
2	Ptn. Of Erf 1634	130	R 2,142.77	5	8%	R 16.48	Average
3	Erf 1636	210	R 4,000.00	N/A	N/A	R 19.05	Good
4	Erf 5878	105	R 4,250.00	N/A	10%	R 40.48	Good

### 13. CONCLUSION

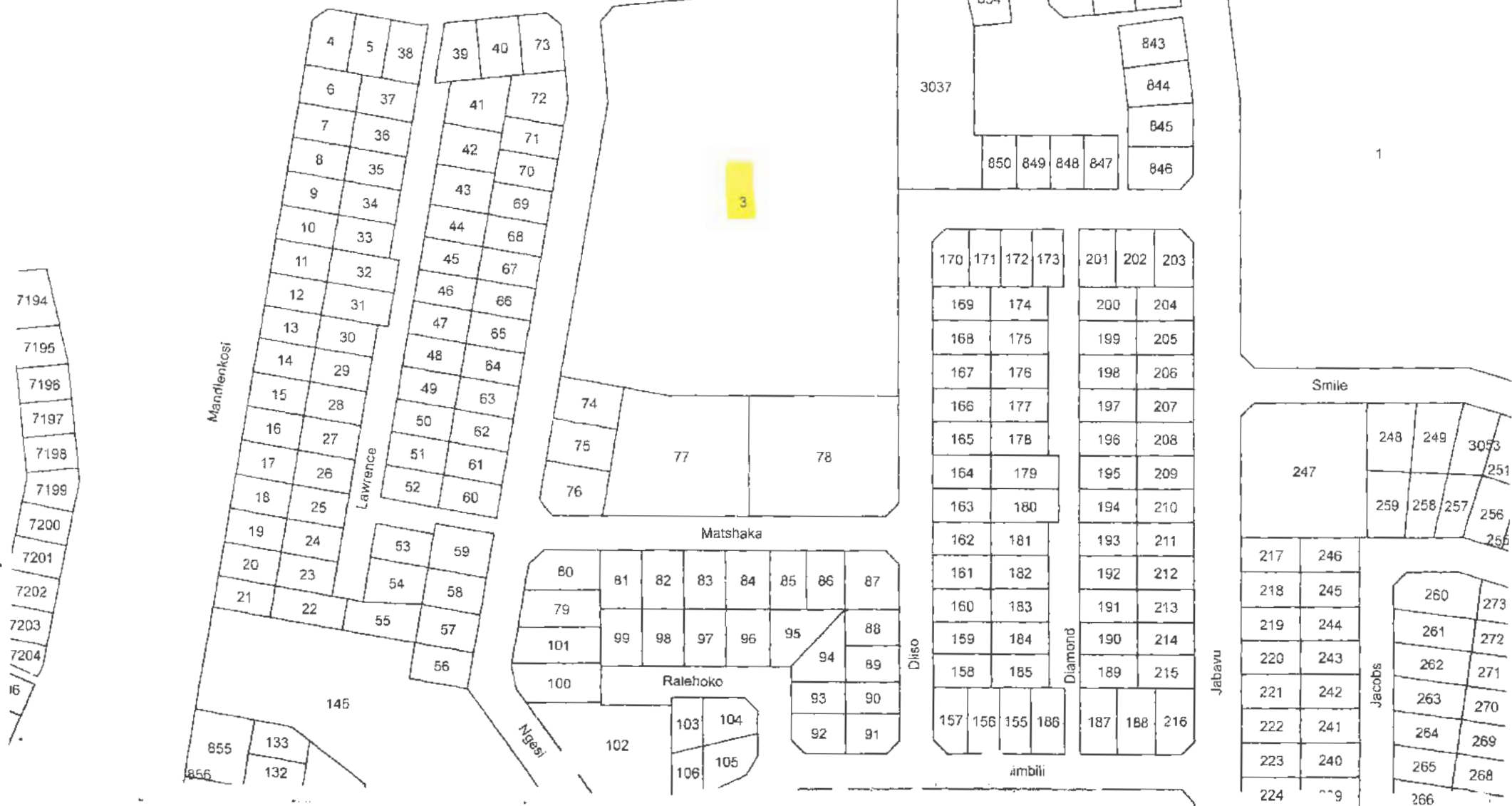
- 13.1 The listed rental transactions indicate rental rates of between  $\pm$ R16.48 and  $\pm$ R62.90 per m<sup>2</sup>. Comparable No. 2 indicates the lowest maximum rental of  $\pm$ R16.48 per m<sup>2</sup>. The Subject Property should therefore command a rental lower than R16.48 per m<sup>2</sup>
- 13.2 Market research indicates that the majority of the commercial rentals in the Neighbourhood Area are for periods of 3 to 5 years with an average escalation rate of  $\pm$ 8% and in many instances without an escalation rate. With the limited demand for rental space in the Neighbourhood Area, it should command rental rates at the lower end of market indicators
- 13.3 With due consideration of all the market information at hand, we are of opinion that the Subject Property should command a rental of **R1,230.00 per month** (One Thousand Two Hundred and Thirty Rand) in the open market. This excludes VAT and indicates a rental rate of  $\pm$ R15.00 per m<sup>2</sup>



**Karen van Velden**  
Candidate Valuer  
SACVP Reg No: 7058



**Markus J. Steinmann**  
Professional Valuer  
(MIVSA)



## SearchWorks Report

Print Date:

2012/06/21 12:59 PM

## Report Details

Search Date: 2012/06/21 12:57 PM  
 Reference: Tanya  
 Description: SIDESAVIWA, 3 (CTN)  
 Type Of Search: Deed Erf

## Property Information

Deeds Office: CAPE TOWN  
 Property Type: Erf  
 Township Name: SIDESAVIWA  
 Erf Number: 3  
 Portion Number: 0 (REMAINING EXTENT)  
 Previous Description:  
 Diagram Deed: T67316/2011  
 Size: 1.5746 H  
 Registration Division: BEAUFORT WEST RD  
 Clearance Authority: K P A  
 Province: WESTERN CAPE  
 Situated at:  
 LPI Code: C00900030000000300000  
 Street Address: Not Searched

## Owner Information

## Owner 1 of 1

Owner Type: LOCAL AUTHORITY  
 Owner Name: MUN BEAUFORT WEST  
 Registration Number:  
 Title Deed: T67316/2011  
 Registration Date: 2011/11/30  
 Purchase Price: CRT  
 Multiple Owners: No  
 Multiple Properties: No  
 Share:  
 Date of film Number: UNKNOWN

## Endorsement Information

No	Document No	Document Type	Institution	Value	Microfilm No
1	SUBDIVISION FROM		TOWN SIDESAVIWA ,ERF 866 ,PRTN 0	Unknown	
2	NOW SUBDIVISION		TOWN SIDESAVIWA ,ERF 3057 ,PRTN 0	Unknown	

## History Information - (None)

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THE ADMINISTRATOR



12335970

7/3/4/1/1  
eurika@beaufortwestmun.co.za

Fwd: Hansrivier

From : Petrus Strumpher &lt;petrus@beaufortwestmun.co.za&gt;

Tue, 24 Jun, 2025 08:17

Subject : Fwd: Hansrivier

6 attachments

To : Eurika Chalmers &lt;eurika@beaufortwestmun.co.za&gt;

Eurika, print asb die e-pos en attachments vir die posboek

Petrus Strümpher

Senior Manager: Corporative Services - Beaufort West Municipality

Phone: +27 (0)23 414 8103

Fax: +27 (0)23 415 1373

Web: <http://www.beaufortwestmun.co.za>

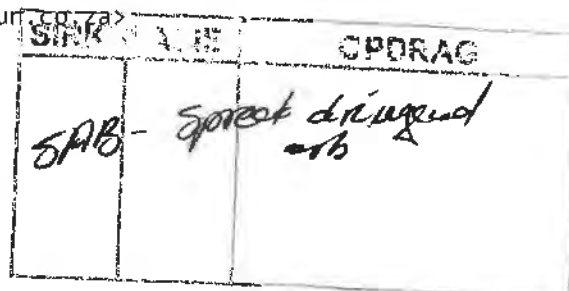
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From: "Christopher Wright" &lt;christopher@beaufortwestmun.co.za&gt;

To: "Petrus Strumpher" &lt;petrus@beaufortwestmun.co.za&gt;

Sent: Monday, 23 June, 2025 15:59:40

Subject: Hansrivier



Middag Mnr. Strumpher

Met verwysing na ons telefoniese gesprek rakende die klagte wat ek ontvang het vanaf die publiek insake die oprigting van krale en hutte op Hansrivier die volgende:

Lede van die publiek het onlangs my kantoor besoek na hulle opgemerk het dat daar krale sowel as tydelike wooneenhede opgerig word op Hansrivier.

Die rede vir hulle besoek was dat hulle wou weet of die plaas verhuur is aan h instansie aangesien hulle deur die bewoners versoek was om die plaas te verlaat.

Die klagte is aangemeld deur gemeenskapslede wat gereeld fiets ry op die plaas sowel as visvang.



Sien die aangehegte foto's.

Die rede vir die epos is om te bepaal of daar wel 'n huur ooreenkoms is met die bewoners?

Daar is ook kommer oor die moontlikheid dat die tydelike bewoners die munisipaliteit kan versoek om dienste te lewer op die plaas.

Kan u my moontlik behulpsaam wees?

Christopher Wright  
Manager: Technical Services - Beaufort West Municipality

Phone: +27 (0)23 414 8140

Fax: +27 (0)23 415 2811

Web: <http://www.beaufortwestmun.co.za>

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Beaufort Wes het 'n water krisis. Water is 'n kosbare bron. Kom ons spaar saam.

Beaufort West has a water crisis. Water is a precious resource. Lets save water.

I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.

Beaufort Wes het 'n water krisis. Water is 'n kosbare bron. Kom ons spaar saam.

Beaufort West has water crisis. Water is a precious resource. Lets save water.

I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.



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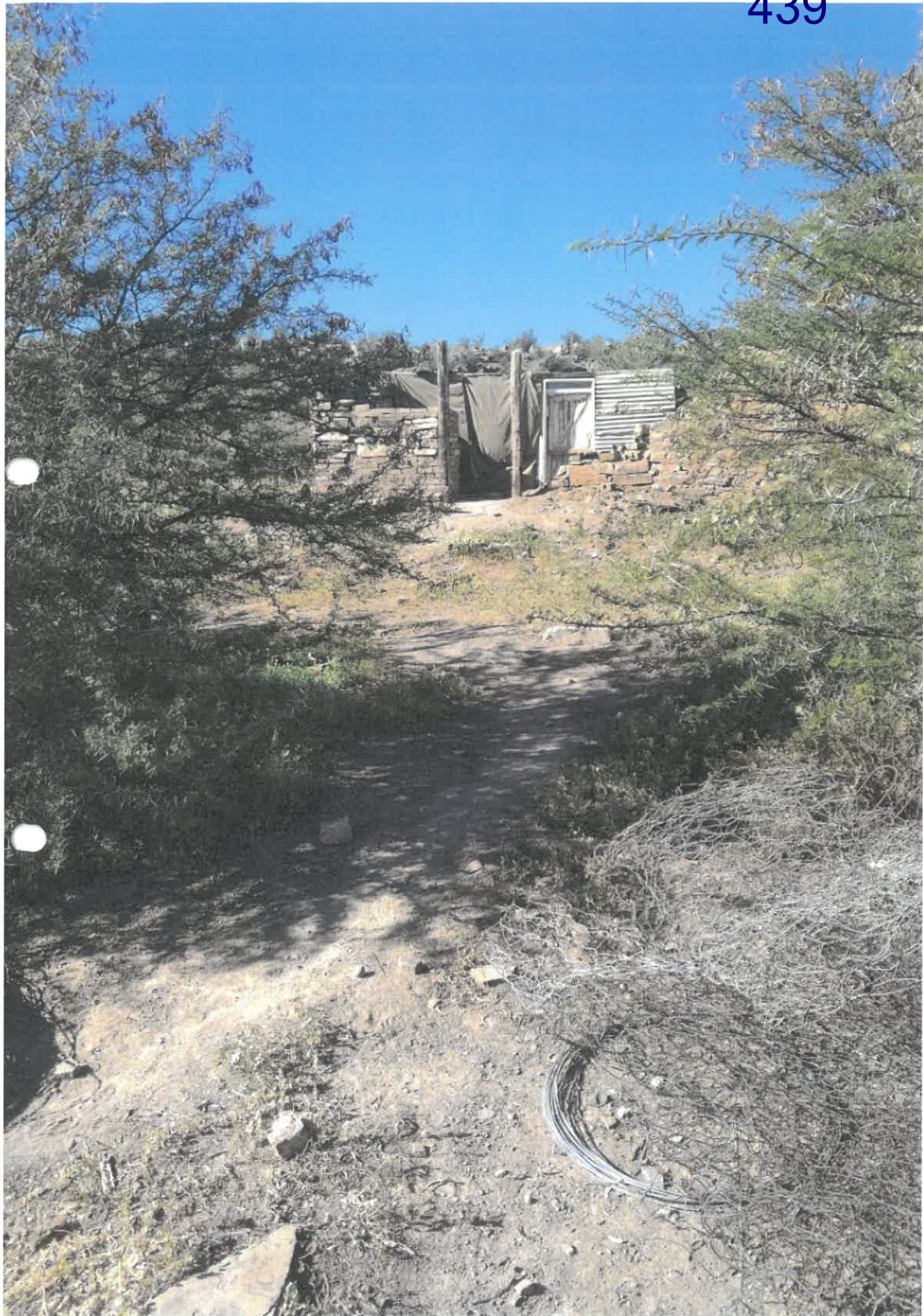




















THE ADMINISTRATOR



12332248



14/9/11

**MUNISIPALITEIT / MUNICIPALITY / UMASIPALA-WASE  
BEAUFORT-WES / BEAUFORT WEST / BHOBHOFOLO**

DEPARTEMENT VAN DIE DIREKTEUR: INGENIEURSDIENSTE  
DEPARTMENT OF THE DIRECTOR: ENGINEERING SERVICES  
ISEBE LOMPHATHI OWONGAMELEYO: KWICANDELO LEZENJINELI

Rig esebrief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the Municipal Manager/Yonke imibalelwani mayithunyakwe kuMlawi kaMespela

Verwysing  
Reference  
Isalathiso

14/9/1;SCM85/2024; Brick Kilns

Privaatsak / Private Bag 582  
Faks / Fax 023-415 2811  
Tel 023-4148101

Navrae  
Enquiries  
Imibuzo

JB Abrahams

Datum  
Date

11 July 2025



E-pos / E-mail: [joannea@beaufortwestmun.co.za](mailto:joannea@beaufortwestmun.co.za)

Birdstraat 61/63 Bird Street  
BEAUFORT- WES  
BEAUFORT WEST  
BHOBHOFOLO  
6970

**MEMORANDUM TO THE DIRECTOR: CORPORATE SERVICES**

**ITEM TO COUNCIL: FEEDBACK ON GEOTECHNICAL INVESTIGATION: BEAUFORT WEST  
BRICK KILN**

**1. PURPOSE**

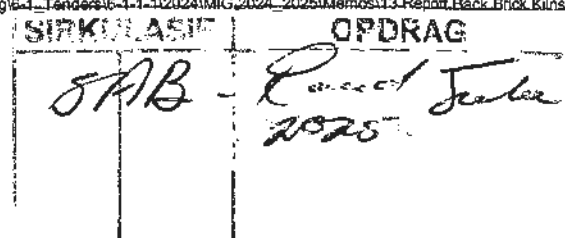
The purpose of this report is to provide Council with an update on the progress made regarding the resolution adopted at the Council Meeting held on 31 March 2025. The resolution directed that a geotechnical investigation be conducted to assess whether the existing brick kiln sites in Beaufort West contain sufficient clay to support the production of quality bricks and to determine the long-term sustainability of the kilns.

**2. BACKGROUND**

On 7 May 2025, the Infrastructure Department engaged the appointed consultant, Zutari, to provide a quotation and scope of work for the required geotechnical investigation.

Zutari responded on 30 June 2025 with a detailed fee proposal and scope of work, which includes:

- The investigation will consider available geological information on the area, with a walk over survey that take cognisance of the surface geology.



- Conducting a subsurface investigation consisting of test pits with a 20 ton tracked excavator that covers the area and sampling for laboratory testing.
- A ground investigation report that document the findings.
- Compilation of a geological model with Leapfrog software to estimate the volume of overburden/topsoil and the clay brick clay deposit.
- A final interpretive report commenting on the viability of the various premises for future use.

The proposed total cost for the investigation is **R729,897.50 excluding VAT**.

### 3. RECOMMENDATION

The Infrastructure Department therefore recommends that Council:

- 3.1. Approves the allocation of funds totaling **R729,897.50 (excluding VAT)** to facilitate the geotechnical investigation as outlined in the scope of work provided by Zutari.

For your further attention

Yours faithfully



**L. NGOTOLA**  
**DIRECTOR: INFRASTRUCTURE SERVICES**

/jba





# Geotechnical Evaluation: Beaufort West Brick Kiln

Rev0 23 June 2025

**ZUTARI**  
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## Project overview

Zutari was requested to provide a quote to determine the nature and extent of potential brick clay deposits at the old Beaufort West brickfields as part of the Beaufort West LM – Solid Waste panel appointment.

The existing brickfields span over 13 premises („persele“) to the east of Beaufort West Dam, covering a 38 Ha area.

No information on the nature of past activities on these properties were received.



## Summary of available information and assumptions

No information on proposed sites or previous activities are available.

It is assumed that the client will provide all permits for the proposed fieldwork, as required.

The geotechnical desktop study will be based on:

- ▶ Literature;
- ▶ Published geological and topographical maps;
- ▶ Previous investigations in similar geological conditions in the area; and
- ▶ A site walk-over survey.

The desk study will assess available information and recommend any additional geotechnical investigations required for the site. The scope is dependent on available information, type of development, ground conditions, size of site etc.

Time allowance for an investigation assumes:

- ▶ A maximum of 51 test pits, to a maximum depth of 5 m or refusal on each of the sites.
- ▶ 15 No foundation indicator tests with XRD and XRF (allowing for 5 tests per horizon) , with 5 no. full clay analysis, which consist of Plasticity/ workability, extrusion and drying evaluation, dry breaking strength, dry shrinkage behaviour (Bigot curve), firing at 4 firing temperatures, firing shrinkage and firing colours, Fired breakage strength, Fired crushing strength, 24h cold and 5 hour boiling water absorption, DTA/TGA analysis, thermal expansion of raw material during firing. The full clay analysis will only be carried out on potentially suitable material.



## ► Approach and Methodology

- It is assumed that the brick clay deposit is confined to the weathered material above the bedrock and that competent bedrock at a depth of no more than 5 m below surface. Should the investigation prove otherwise, and if the client wishes to characterise the deposit to depth greater than 5m, rotary core drilling may be required to investigate the source to greater depths. The costs associated with drilling is excluded from the proposal.
- It is assumed that the material over the area is relatively uniform and comprising of a limited number of horizons (max 3).
- The investigation will consider available geological information on the area, with a walk over survey that take cognisance of the surface geology.
- Conducting a subsurface investigation consisting of test pits with a 20 ton tracked excavator that covers the area and sampling for laboratory testing.
- A ground investigation report that document the findings.
- Compilation of a geological model with Leapfrog software to estimate the volume of overburden/topsoil and the clay brick clay deposit.
- A final interpretive report commenting on the viability of the various premises for future use.



## Deliverable

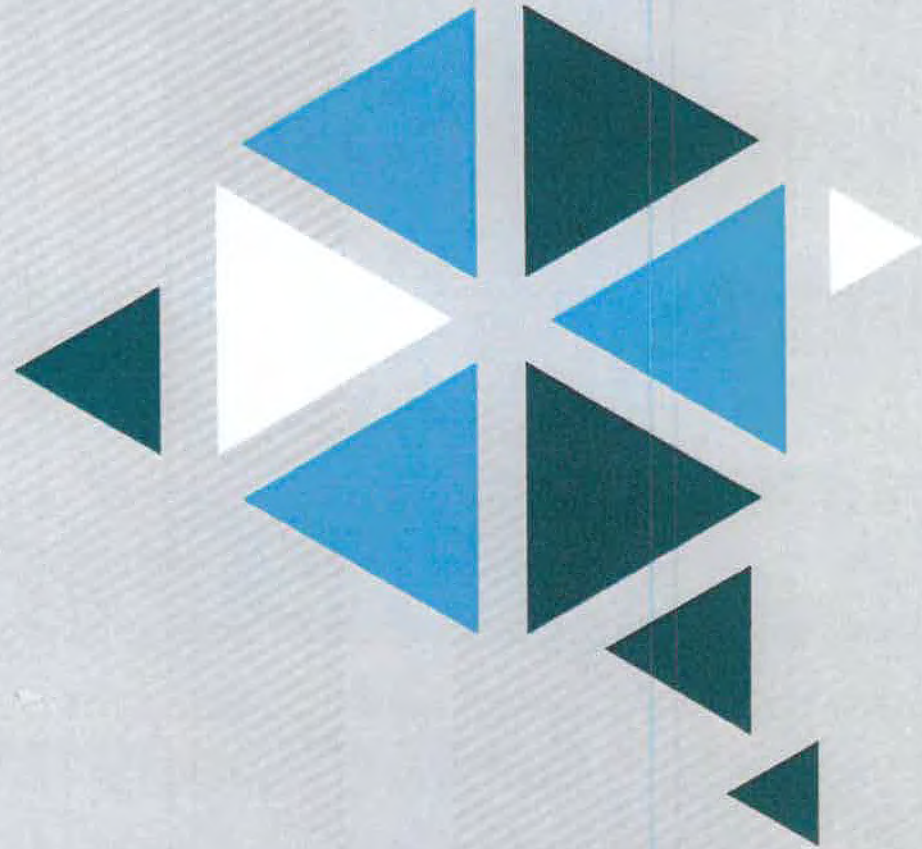
A geotechnical report covering:

- ▶ Site location and description.
- ▶ Available information including previous studies, etc.
- ▶ General geological setting.
- ▶ Interpretation of ground conditions and variability based on available information (and field investigations where required).
- ▶ Excavatability of in-situ materials as per SANS 1200D.
- ▶ Quantity and quality of the brick clay material
- ▶ Evaluation of possible ground risks and mitigations.



## Commercial Offer

**ZUTARI** IMPACT. ENGINEERED.





Task	Member	Qty	Unit	Rate	Total
Desktop Assessment					R 66,000.00
Desktop study	Senior engineering Geologist	2.5	day	R 12,000.00	R 30,000.00
Site walk-over assessment	Senior engineering Geologist	3	day	R 12,000.00	R 36,000.00
Fieldwork					R 271,410.00
Site team	Senior engineering Geologist	3	day	R 12,000.00	R 36,000.00
	Field Geologist	8	day	R 7,600.00	R 60,800.00
	Assistant	8	day	R 1,200.00	R 9,600.00
Ground investigation report	Senior engineering Geologist	3	day	R 12,000.00	R 36,000.00
Disbursements		1	sum	R 25,510.00	R 25,510.00
Plant establishment		1	sum	R 15,500.00	R 15,500.00
Plant hire		8	day	R 9,500.00	R 76,000.00
Security		8	day	R 1,500.00	R 12,000.00
Laboratory tests					R 203,687.50
Foundation Indicator		3	No	R 950.00	R 2,850.00
XRF		15	No	R 1,050.00	R 15,750.00
XRD		15	No	R 1,050.00	R 15,750.00
Full clay analysis		5	No	R 33,867.50	R 169,337.50
Interpretive report					R 188,800.00
Geological model	Senior engineering Geologist	3	day	R 12,000.00	R 36,000.00
	Field Geologist	8	day	R 7,600.00	R 60,800.00
Report	Senior engineering Geologist	4	day	R 12,000.00	R 48,000.00
	Verifier - Technical Specialist	2.5	day	R 17,600.00	R 44,000.00
<b>TOTAL</b>					<b>R 729,897.50</b>

- Please note the quoted allowance for additional site investigation are re-measurable and only the actual costs encountered are to be recovered.
- All subcontractor costs, laboratory costs and disbursements are included.

## ► Commercial Terms

- All fees quoted are in South African Rand and exclude VAT. Works in addition to the scope outlined in this proposal will be charged at the hourly rates provided.
- The geotechnical costing addresses specifically the indicative scope outlined. Any further investigations or involvement of the Zutari team will be subject to time and cost rates.
- Invoices will be due for payment within 30 days from date of issue.
- This proposal is valid for 60 days from the submission date.
- Only online meetings are assumed with no allowance for travel to site for meetings.

Senior engineering Geologist / Engineer	R1500 / hour
Field Geologist	R950 / hour



## Assumptions and Exclusions

- Currently it is assumed that the site has a very gentle topography and that elevations on published 5 m contour maps is applicable. Should the site walkover survey find that this is not the case, a topographical survey will be required for an accurate Leapfrog model.
- The cost for such a survey is not included in the current cost estimation.

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THE ADMINISTRATOR



12332250



713/4/1/3/1  
**MUNISIPALITEIT / MUNICIPALITY / UMASIPALA-WASE  
 BEAUFORT-WES / BEAUFORT WEST / BHOBHOFOLO**

DEPARTEMENT VAN DIE DIREKTEUR: INGENIEURSDIENSTE  
 DEPARTMENT OF THE DIRECTOR: ENGINEERING SERVICES  
 ISEBE LOMPHATHI OWONGAMELEYO: KWICANDELO LEZENJINELI

Rig oesebrief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the Municipal Manager/Yonke imbalelwano mayithunyadwe kuMowili kaMasipala

Verwysing  
 Reference  
 Isalathiso

10/3/3/5/6; 6/1/1/1; Skills Centre

Privaatsak / Private Bag 582  
 Faks / Fax 023-415 2811  
 Tel 023-4148101

Navrae  
 Enquiries  
 Imibuzo

JB Abrahams

E-pos / E-mail : joannea@beaufortwestmun.co.za@beaufortwestmun.co.za

Birdstraat 61/63 Bird Street  
 BEAUFORT-WES  
 BEAUFORT WEST  
 BHOBHOFOLO  
 6970

Datum  
 Date  
 Umhla

11 July 2025



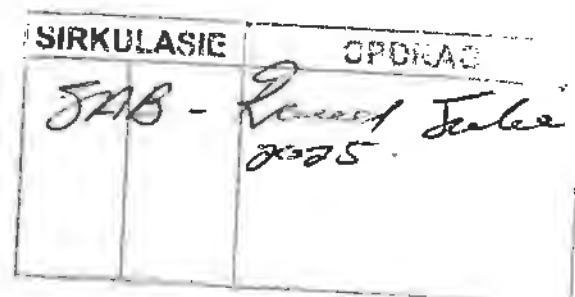
**MEMORANDUM TO THE DIRECTOR: CORPORATE SERVICES**

**ITEM TO COUNCIL: PROGRESS REPORT: SKILLS DEVELOPMENT CENTRE: ERF 5139,  
 RUSTDENE: BEAUFORT WEST : STORMWATER INVESTIGATION AND REPORT**

**1. PURPOSE**

The purpose of this memo is to discuss progress made on the Council Resolution dated 27 February 2024 with regards to the Skills Development Centre to finalize the zoning, subdivision of erf 5139 and the approval of building plans.

Previous updates dated 14 November 2024 and 17 January 2025 outlined initial progress. This report now includes feedback on work completed by the appointed consultant, Zutari, and outlines the status of the additional funding request submitted to the Services Sector Education and Training Authority (SSETA).





## 2. PROGRESS

### 2.1. Project Progress

Zutari was appointed to conduct a flood risk assessment for the proposed Skills Development Centre. The final report, titled **Beaufort West Municipality – Skills Centre Flood Risk Assessment**, was received on 2 June 2025. The assessment was completed within the allocated budget of R614,000 (Incl. VAT), with the actual expenditure totaling **R586,877.20 (Incl. VAT)**.

#### 2.1.1. Summary of Mitigation Measures

Mitigation	Key Features	Effectiveness	Limitations	Recommendation
1	Elevates parking lot & driveway	Mitigates internal access & parking floods	Ponding persists at access gate due to road depression	Add alternate access to Mandlenkosi Rd with culvert
2	Twin culverts for drainage	Effective up to 1:5-year storm; minimal ponding	Culverts overflow in larger storms, driveway floods	Relocate access to Mandlenkosi Rd with culvert
3	Combines elevation & culverts	Best performance for flood $\leq$ 1:10-year	Ponding returns in larger storms	Offers comprehensive benefits, but not full protection
4	Attenuation basins (detention pond)	Temporary reduction in inflow volume	Basins quickly reach capacity; limited effect	Basin size restricted by surrounding infrastructure
5	Strategic hydraulic rerouting	Safe until 1:20-year flood; very minor ponding	Some flooding persists for extreme events	Highly effective overall; best reduction in depth & extent

### 2.1.2. Overall Observations & Insights

- The **main failure mechanism** in all cases is the topographic depression of Van Schalkwyk Street acting as a runoff collector.
- Even with interventions, **ponding remains** due to poor vertical alignment and overflow pathways.
- **Mitigation 3 and 5** provided the strongest results by disconnecting the flood path or diverting flow.
- A **secondary upstream attenuation dam** could help extend flood protection up to a 1:10-year event.
- Regardless of the mitigation choice, an **auxiliary gate for access** is essential to ensure safety during floods.

### 2.2. Additional Funding request

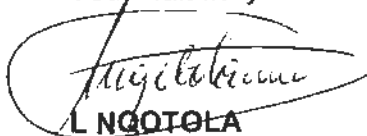
A formal request for additional funding was submitted to SSETA by the Infrastructure Department on 18 December 2024. Following a site visit by the Authority, no formal response has yet been received. Despite this, the stormwater report was successfully completed within existing budget allocations.

## 3. WAYFORWARD

It is recommended that the Infrastructure Department convene a joint meeting with relevant stakeholders to review and select the most feasible mitigation strategy. Once consensus is reached, a revised funding application should be drafted and submitted to SSETA to support the implementation of selected interventions.

For your further attention

Yours faithfully



**L. NGOTOLA**

**DIRECTOR: INFRASTRUCTURE SERVICES**

/jba



Project report

# Beaufort West Municipality - Skills Centre flood risk assessment

**Beaufort West Municipality**

Submission date: 2025/06/02

Document number: R0001002901-00

# Document control record

Document prepared by: Layla Parak

Zutari (Pty) Ltd  
Reg No 1977/003711/07  
Waterford Precinct  
1 Century City Drive  
Century City  
Cape Town  
South Africa  
PO Box 494  
7446

T +27 21 526 9400  
E capetown@zutari.com

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<b>Author signature</b>		<b>Approver signature</b>	
<b>Name</b>	Layla Parak	<b>Name</b>	Emmanuel Nyflis
<b>Title</b>	Civil Engineer	<b>Title</b>	Associate: Water



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## Executive Summary

This report, prepared by Zutari (Pty) for the Beaufort West Municipality details the development of the Flood Risk & Mitigation Assessment directly looking at the risks associated to the Skills Development Centre. The Study comprised of two stages:

- ▶ Determining the design floods for five different recurrence intervals namely 1:5, 1:10, 1:20, 1:50, and 1:100-year at the Site.
- ▶ Hydraulic modelling and analysis of the extent of inundation of the Site for the various potential flood events.

Design rainfall was determined by means of the Design Rainfall Estimation Tool for South Africa (Smithers and Shulze, 2012) for five SAWS weather stations in and around the study catchment area. The SCS method was used, and the results were input into HEC-HMS to obtain design flood hydrographs. To evaluate the effects of climate change on design rainfall, downscaled 1-day precipitation projections were obtained for the Western Cape Province from the World Bank Climate Change Knowledge Portal for the 2040-2059 projection horizon. A factor of 10% was used for the 1:100 flood and the factor was incrementally reduced by 2% for each previous recurrence interval. These adjustments reflect the Site's largely urban nature, which typically results in reduced sensitivity to rainfall increases compared to rural environments. The factor was applied to the design floods obtained from HEC-HMS. The resultant flood peaks are shown in Table 0-1.

**Table 0-1: Flood peaks for various potential flood events with climate change factor applied**

RI Design Flood Peak (Years)	Peak Flow for sub-catchment 2 after sub-catchment 1 routing (m <sup>3</sup> /s)	Peak flow through sub-catchment 3 independently (m <sup>3</sup> /s)
1:5	6.53	2.45
1:10	9.67	3.74
1:20	13.04	5.30
1:50	17.82	7.56
1:100	22.00	9.46

The flood risk assessment was performed by hydraulically modelling the study area for the various potential flood events and assessing the resulting inundation area specifically around the Skill's Centre. Simulation results showed that for smaller events (1:5-year RI), inundation is limited to stormwater paths and low spots, with minor ponding along the driveway. In the 1:10- and 1:20-year events, flooding becomes more extensive, with flow overtopping the formal drainage and using the driveway as the main path due to its low elevation and smoother surface. By the 1:50-year event, flooding is widespread, particularly at the driveway and access gate. Although the 1:100-year event shows peak flood extent, depths only marginally exceed the 1:50-year event.

Throughout all simulations, the most significant area of concern is at the access gate, which is positioned within a depression on Van Schalkwyk Street. This location consistently experiences persistent ponding, restricting safe access to and from the site. The driveway also floods more than the adjacent natural channel due to its lower elevation and smoother surface, while the parking area is inundated during all simulated events. Although the Skills Centre building itself remains unaffected, being elevated above the surrounding terrain, flooding in these specific areas pose safety risks to both pedestrians and vehicles once water depths exceed the critical threshold of 0.15 metres.

To address these issues, five mitigation measures were assessed, including raising the driveway and parking platform, formalising upstream and downstream channels, a combination of both these measures, introducing detention basins, and installing a culvert underneath the site. While each measure offered some benefits, none succeeded in eliminating the primary issue of ponding at the access gate, largely due to the fixed depression in the vertical alignment of Van Schalkwyk Street. The most successful measures resulting in minimal ponding were installing a culvert underneath Van



Schalkwyk Street or across the whole site and raising the parking area and driveway. Given the constraint of the profile of Van Schalkwyk Street, the implementation of an auxiliary access gate on Mandlenkosi Road or upper Van Schalkwyk Street is recommended as a reliable solution to maintain access during storm events, regardless of which, if any, flood mitigation measures are pursued.

# 1 Introduction

The Municipal property, which the SETA Skills Development Centre is situated on, is planned to be subdivided and rezoned. The municipality of Beaufort West appointed Zutari (Pty) Ltd to perform a Flood Risk & Mitigation Assessment for the Skills Centre in Beaufort West to facilitate this process. The Skills Centre is located in the middle of the town approximately 500 m South of the N1 and adjacent to a natural water course west of the Skills Centre. The location of the Site is shown in Figure 1-1.

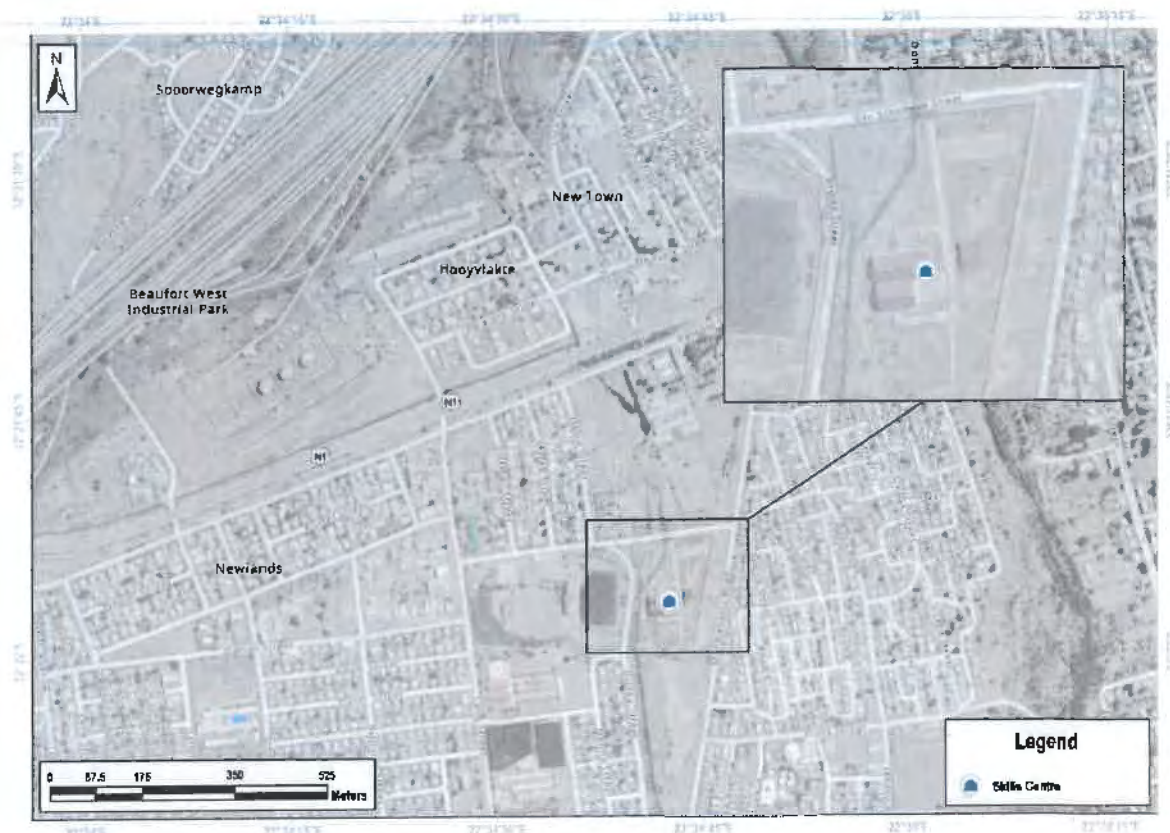


Figure 1-1: Site location

## 1.1 Notes from site visit

A site visit was conducted by two members of the Water Resources Management team from Zutari's Cape Town office on Thursday, 13<sup>th</sup> March 2025. The purpose of the site visit was firstly to meet with members of the Municipality to discuss anecdotal evidence of past flooding events and areas of concern, and secondly to observe and gather information in and around the site to calibrate the hydrodynamic model. This included noting the following:

- ▶ The type and condition of culverts, channels, and stormwater systems.
- ▶ The type and density of vegetation around the site.
- ▶ The flowpath of water during storm events.

During the site visit it was conveyed by members of the Municipal Water and Stormwater Infrastructure department that during storm events, access in and out of the Skills Centre is hindered by pooling of water directly outside the access gate.

The Skills Centre, as seen in **Figure 1-2** was built on a platform approximately 1.2 m above the surrounding ground level and the driveway was constructed with the intention of it serving as the primary stormwater pathway. A concrete drain on the property then directs the flow back into the natural water course downstream of the Skills centre.



**Figure 1-2: Skills centre and surrounding vegetation**

It was also noted that the ponding is exacerbated by grass and litter blocking the gaps in the fencing around the Skills Centre property obstructing flow of water through it. From the greater site visit it was noted that many of the culverts were partially blocked with litter and the or the vegetation had overgrown in the outflow channels.

Further observations from the site visit that are important to developing meaningful and practical solutions are as follows;

- ▶ The upstream inflow water course is bounded by a school and the N1. Both are important infrastructure that shouldn't be negatively impacted by any of the mitigations.
- ▶ Van Schalkwyk street also has the clinic in the vicinity of the water course and skills centre entrance which cannot be impeded during flood events.

## 2 Analysis approach

This section details the approach that was followed to perform a hydrological and hydrodynamic assessment specific to the site.

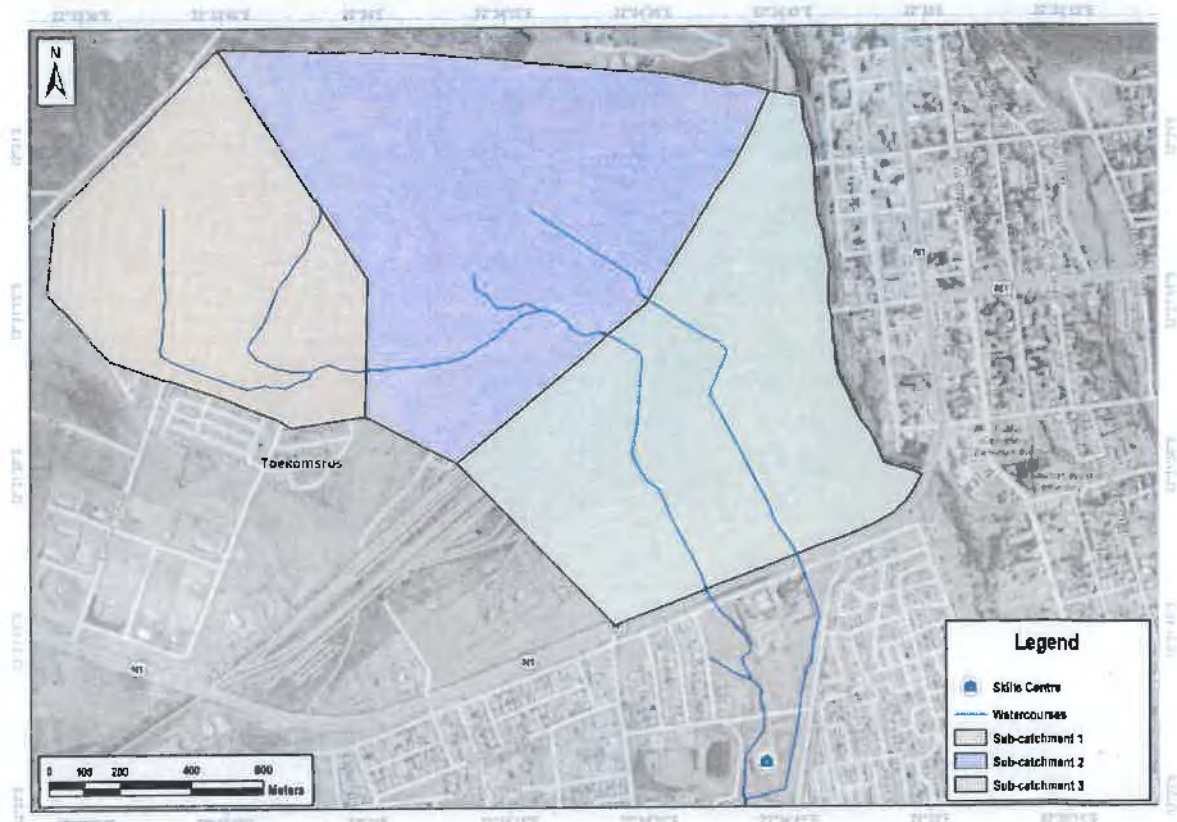
1. The greater study area was subdivided into three sub-catchments based on physical barriers such as the railway and N1 highway.
2. Delineate Sub-catchment 1 and determine the outflow hydrographs as a function of the design storm events. The sub-catchment area is North and West of the existing attenuation dam. The flood peaks for the various storm design storm/rainfall events were determined for sub-catchment 1 and thereafter attenuated through the attenuation dam's culvert and spillway before being routed into Sub-catchment 2. [Chapter 3]
3. Delineate Sub-catchment 2 and determine the outflow hydrographs as a function of the design storm events as well as the routed flow from Sub-catchment 1. The sub-catchment area is North of the railway and East of Sub-catchment 1. [Chapter 3]
4. Delineate Sub-catchment 3 and determine the outflow hydrographs as a function of the design storm events. The sub-catchment area is South of the railway and North of the N1. [Chapter 3]
5. Develop the hydrodynamic model utilising the Sub-catchment 2 and Sub-catchment 3 hydrographs. This is modelled as such to allow for the attenuation effects of the culverts under the railway as well as the culverts under the N1 highway to influence the flood hydrographs and provide a representative flood event at the skills centre site. [Chapter 4.1]
6. Analyse the inundation results to develop a system response and determine the mechanism of flooding, with special focus at the skills centre. [Chapter 4.2]
7. Develop and analyse proposed mitigations to evaluate the potential benefits of each. [Chapter 0]



### 3 Phase 1: Design flood determination

#### 3.1 Catchment Delineation

Sub-catchments were delineated manually on QGIS, Version 3.40.3. Three sub-catchments were delineated based off the land-use and knowledge of the flow path of water during storm events. This took into consideration the railway and the N1 highway which physically separates the greater area. The resulting sub-catchments are shown in **Figure 3-1** with the sub-catchment details in **Table 3-1**.



**Figure 3-1: Catchment delineation**

**Table 3-1: Catchment details**

Heading	Catchment Area (km <sup>2</sup> )	Longest Watercourse (km)	Longest Watercourse Slope (10-85)	Average Catchment Slope (%)
Sub-catchment 1	0.59	1.04	0.009	1.01
Sub-catchment 2	1	0.77	0.0039	6.81
Sub-catchment 3	0.89	0.91	0.0089	1.29

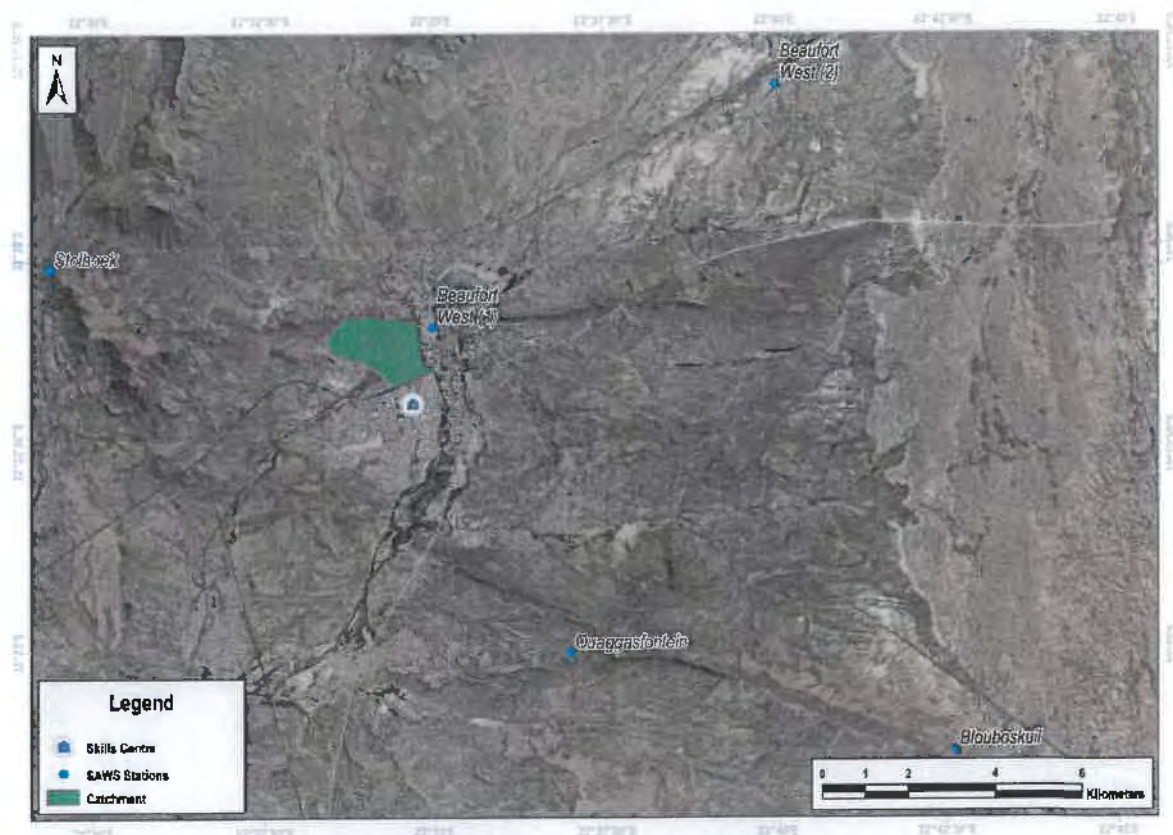
#### 3.2 Hydro-meteorological data sourcing and processing

##### 3.2.1 Design rainfall

Rainfall data was obtained for five South African Weather Service (SAWS) stations in the Beaufort West town and surrounding catchment area which were identified using the Design Rainfall Estimation Tool (Smithers & Schulze, 2012). The stations used were Beaufort West 92141, Beaufort West 92288,



Quaggasfontein 92205, Blouboskuil 92386, Stolshoek 91890 which were chosen based on proximity to the study catchment and availability of rainfall data. **Figure 3-2** indicates the positions of the rainfall stations relative to the catchment and the corresponding station details are shown in **Table 3-2**.



**Figure 3-2: SAWS weather stations utilised**

**Table 3-2: SAWS weather station details**

Name	SAWS Number	Distance from Centroid of Larger Catchment (km)	Record Length (Years)	Latitude (deg)	Longitude (deg)
Beaufort West (1)	92141_W	1.23	79	-32.35	22.58
Beaufort West (2)	92288	10.86	18	-32.3	22.67
Quaggasfontein	92205	8.24	18	-32.417	22.62
Blouboskuil	92386	16.12	78	-32.433	22.72
Stolshoek	91890	7.01	70	-32.333	22.5

A Large Area Design Storm method was employed to determine the design rainfall for each sub-catchment for the various potential storm events. To do this, 1-day design rainfall values were first obtained for each SAWS rainfall station shown in **Table 3-3**, then 1-day design rainfalls were determined for each sub-catchment using Inverse Distance Weighting (IDW). For each weather station, the distance to the centroid of the study catchment was determined. These distances were then used in the calculation of the weighted design rainfall values for each station shown in **Table 3-4**. Different sub-catchments within a larger catchment can experience varying rainfall patterns due to difference in topography, localised climate conditions, and natural features, therefore these values were then weighted again based on the relative elevation of the study catchment centroid and larger catchment centroid. The 1-day design rainfall values were converted to 24-hour design rainfall values using a factor of 1.11 (SANRAL, 2013) and are presented in **Table 3-5**.



Table 3-3: Design rainfall values for various recurrence intervals

Station	RI (Years)				
	1:5	1:10	1:20	1:50	1:100
Beaufort West 92141	54.5	67.3	80.5	99	114.2
Beaufort West 92288	54.1	66.5	78.0	92.2	102.4
Quaggasfontein	59.3	73.2	85.6	100.1	110.0
Blouboskuil	40.8	50.4	60.3	74.2	85.5
Stolshoek	58.7	72.4	86.6	106.5	122.8

Table 3-4: Weighted 1-day point rainfall per station for various recurrence intervals

Station	Distance to Study Catchment Centroid km	Inverse Distance $\frac{1}{km}$	Weighting	Weighted 1:5 Year RI Rainfall per station mm	Weighted 1:10 Year RI Rainfall per station mm	Weighted 1:20 Year RI Rainfall per station mm	Weighted 1:50 Year RI Rainfall per station mm	Weighted 1:100 Year RI Rainfall per station mm
Sub-catchment 1								
Beaufort West 92141	1.978	0.506	0.545	29.725	36.706	43.905	53.995	62.285
Beaufort West 92288	11.479	0.087	0.094	5.082	6.251	7.332	8.668	9.624
Quaggasfontein	8.769	0.114	0.123	7.297	9.007	10.527	12.317	13.535
Blouboskuil	16.833	0.059	0.064	2.615	3.230	3.865	4.755	5.480
Stolshoek	6.218	0.161	0.173	10.184	12.561	15.025	18.478	21.306
Sub-catchment 2								
Beaufort West 92141	1.168	0.842	0.668	36.431	44.988	53.811	66.178	76.339
Beaufort West 92288	10.742	0.093	0.074	3.998	4.917	5.768	6.818	7.571
Quaggasfontein	8.455	0.118	0.094	5.571	6.876	8.037	9.404	10.334
Blouboskuil	16.276	0.061	0.049	1.991	2.459	2.942	3.620	4.172
Stolshoek	6.912	0.145	0.115	6.744	8.318	9.950	12.236	14.109
Sub-catchment 3								
Beaufort West 92141	0.960	1.042	0.713	38.833	47.953	57.358	70.540	81.370
Beaufort West 92288	10.582	0.095	0.065	3.495	4.300	5.043	5.962	6.620
Quaggasfontein	7.678	0.130	0.089	5.284	6.522	7.623	8.919	9.802
Blouboskuil	15.478	0.065	0.044	1.803	2.227	2.665	3.279	3.779
Stolshoek	7.638	0.131	0.090	5.257	6.484	7.755	9.538	10.997



**Table 3-5: 1-day and 24-hour design rainfalls for various recurrence intervals**

RI	1- day point rainfall (mm)	24-hour point rainfall (mm)
Sub-catchment 1		
1:5	54.8	60.8
1:10	67.6	75.0
1:20	80.5	89.4
1:50	98.1	108.9
1:100	112.3	124.7
Sub-catchment 2		
1:5	54.7	60.8
1:10	67.6	75.0
1:20	80.5	89.4
1:50	98.3	109.1
1:100	112.5	124.9
Sub-catchment 3		
1:5	54.7	60.7
1:10	67.5	74.9
1:20	80.4	89.3
1:50	98.2	109.0
1:100	112.6	124.9

### 3.2.2 Climate change factor sensitivity analysis

To evaluate how climate change might affect design rainfall, precipitation projections were obtained from the World Bank Climate Change Portal for the 2040-2059 projection horizon. The analysis is based on the Shared Socioeconomic Pathway (SSP) 3-7 scenario, which represents the second-most extreme emissions scenario. Due to the study area being majority urbanised already, as opposed to rural and unlikely to develop much further in the projection horizon, the climate change factor calculated was lowered and applied incrementally to the design storms for the different RI's obtained from HEC-HMS. **Table 3-6** summarizes the findings showing the 90<sup>th</sup> percentile increase in the highest average 1-day rainfall across more than 40 Global Climate Circulation Models with the assumed percentage increases for the various RIs in the projection horizon.

**Table 3-6: Climate change sensitivity to projection horizon**

	2040-2059 Horizon
Current-day average 1:100-year 1-day point design rainfall for 3 sub-catchments (mm)	112.5
90 <sup>th</sup> Percentile increase over current-day value (mm)	17.47
Calculated percentage increase	15%
Applied 1:5 RI percentage increase	2%
Applied 1:10 RI percentage increase	4%
Applied 1:20 RI percentage increase	6%
Applied 1:50 RI percentage increase	8%
Applied 1:100 RI percentage increase	10%

## 3.3 Soil Conservation Services method

The Soil Conservation Services (SCS) method was used to derive flood peaks for the various RI's. These results were used in the hydraulic modelling which is discussed in this report.

The HEC-HMS hydrological modelling software (Version 4.12) (Brunner, 2016) was used to derive the SCS-based design flood hydrographs with the following inputs:

- ▶ Cumulative Design Hyetograph (mm) for the SCS Storm Type 2
- ▶ Area-Weighted Curve Number (CN) (see Table 3-8)



- Arid catchment type
- Initial abstraction (mm) of the soil dependent on the CN
- Lag time (hours) (see Table 3-7)

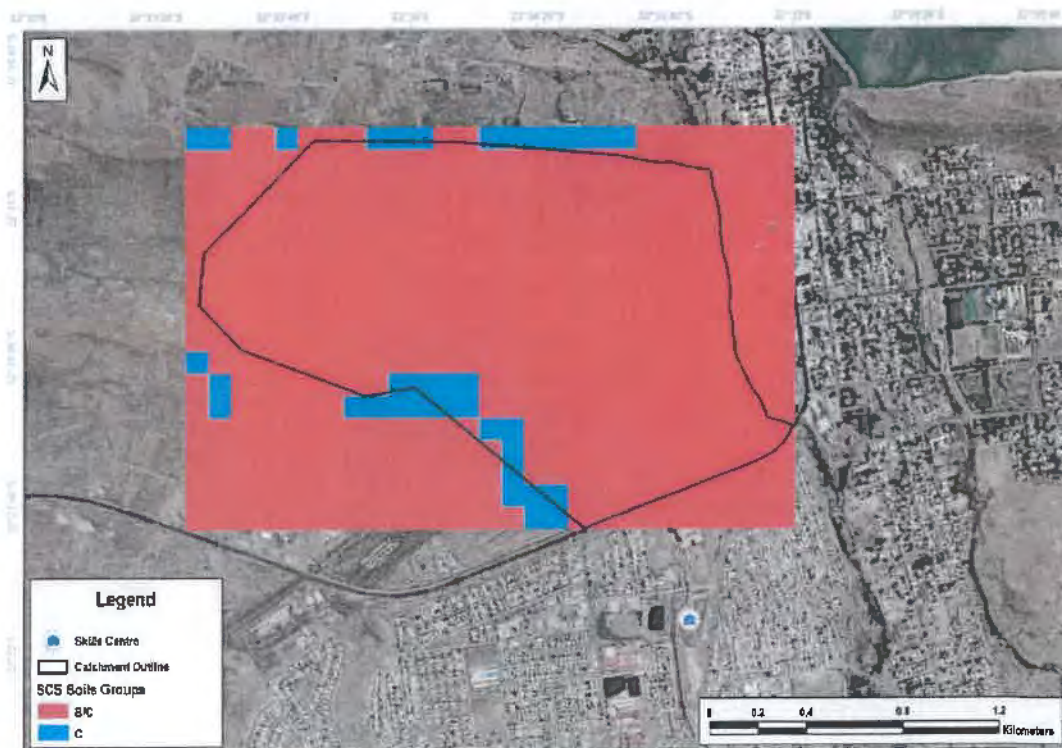
**Table 3-7: SCS lag times for sub-catchments**

Sub-catchment	Lag time (hours)
Sub-catchment 1	0.65
Sub-catchment 2	0.23
Sub-catchment 3	0.66

The area-weighted CN for a catchment with multiple SCS soil types, as shown in **Figure 3-3** developed by Schulze & Schütte (2023), was calculated by weighting the proportion of each Hydrological Soil Group within the catchment and their respective CN values. The area-weighted CNs and the corresponding initial abstraction values are presented in **Table 3-8**. The calculations for the weighted CNs are presented in **Table A-1** to **Table A-3** for the respective sub-catchments.

**Table 3-8: Curve number and initial abstraction values**

Sub-catchment	Curve Number	Initial Abstraction
Sub-catchment 1	87.84	7.0
Sub-catchment 2	83.99	9.7
Sub-catchment 3	80.52	12.3



**Figure 3-3: SCS Hydrological Soil Group for the Study Sub-catchments (Schulze & Schütte, 2023)**

The outlet of Sub-catchment 1 consists of a detention basin with a culvert and spillway. The design flood hydrograph for Sub-catchment 1 was routed through the culvert and spillway using the Newton-Raphson method.

The individual sub-catchments flood hydrographs were routed to the Study Site by means of the Muskingum routing method, which employs the mass conservation principle to route flow through stream

reaches. It incorporates a travel time component (Basin Lag) and a weighting factor (X) to balance the effects of the inflow and outflow, thereby producing an approximation of attenuation. A value of  $X = 0.3$  was selected for this Study. Table 3-9 presents the routed SCS-based RI design flood peaks, including values adjusted for climate change.

**Table 3-9: Final routed SCS-based design flood peaks**

RI Design Flood Peak (Years)	Peak Flow for sub-catchment 2 after sub-catchment 1 routing (m <sup>3</sup> /s)		Peak flow through sub-catchment 3 independently (m <sup>3</sup> /s)	
	Pre-climate change	Post-climate change	Pre-climate change	Post-climate change
1:5	6.40	6.53	2.40	2.45
1:10	9.30	9.67	3.60	3.74
1:20	12.30	13.04	5.00	5.30
1:50	16.50	17.82	7.00	7.56
1:100	20.00	22.00	8.60	9.46

## 4 Phase 2: Hydraulic Modelling

### 4.1 Hydraulic Model Configuration

#### 4.1.1 Input data

The following data was readily available at the time of this study and used to configure the HEC-RAS 2D hydraulic model:

- ▶ **Terrain Data:** the topography, represented by a 0.25m grid Digital Terrain (DTM) was generated from LiDAR point data provided by the Beaufort West Municipality.
- ▶ **Manning's hydraulic roughness coefficients (n values)** were determined using recommendations from literature as well as the site visit.
- ▶ **Design flood hydrographs** for the various recurrence interval design rainfall events as discussed in Chapter 3.

#### 4.1.2 Assumptions and limitations

Due to the overgrowth of vegetation along some sections of the water course, transect surveys were requested in addition to the LiDAR survey. The Digital Terrain Model (DTM) was modified in the hydrodynamic model to extend the channel properties between the transects where the LiDAR had difficulty with the vegetation. This is especially notable in the open channel on the property to the West of the Skills centre.

#### 4.1.3 Digital Terrain Model

A DTM was generated, as seen in **Figure 4-1** from the LiDAR point data provided by the Beaufort West Municipality. The DTM is a 3D map of the topography and forms a basis for the hydraulic modelling. The DTM was imported into HEC-RAS and refined along the natural watercourses using the channel modification function and an estimation of the river bathymetry.





**Figure 4-1: The DTM that was used for the HEC-RAS 2D hydraulic modelling overlaid on a satellite view of the area**

#### 4.1.4 Computational Mesh

The 2D model operates using a computational mesh which was configured to a resolution of 10m, bounded by a perimeter. The mesh was however refined in various areas such as around the Skills Centre, along the water courses, and roads using break lines or refinement regions to prevent cell leakage and improve the precision of the results. A resolution of 1 m was chosen for these refinement regions to ensure accuracy especially around the Skills Centre while balancing model efficiency. The mesh was extended North of the railway line and South of the Skills Centre. **Figure 4-2** shows the overall extent of the computational mesh, while **Figure 4-3** provides detail about the refined mesh structure.



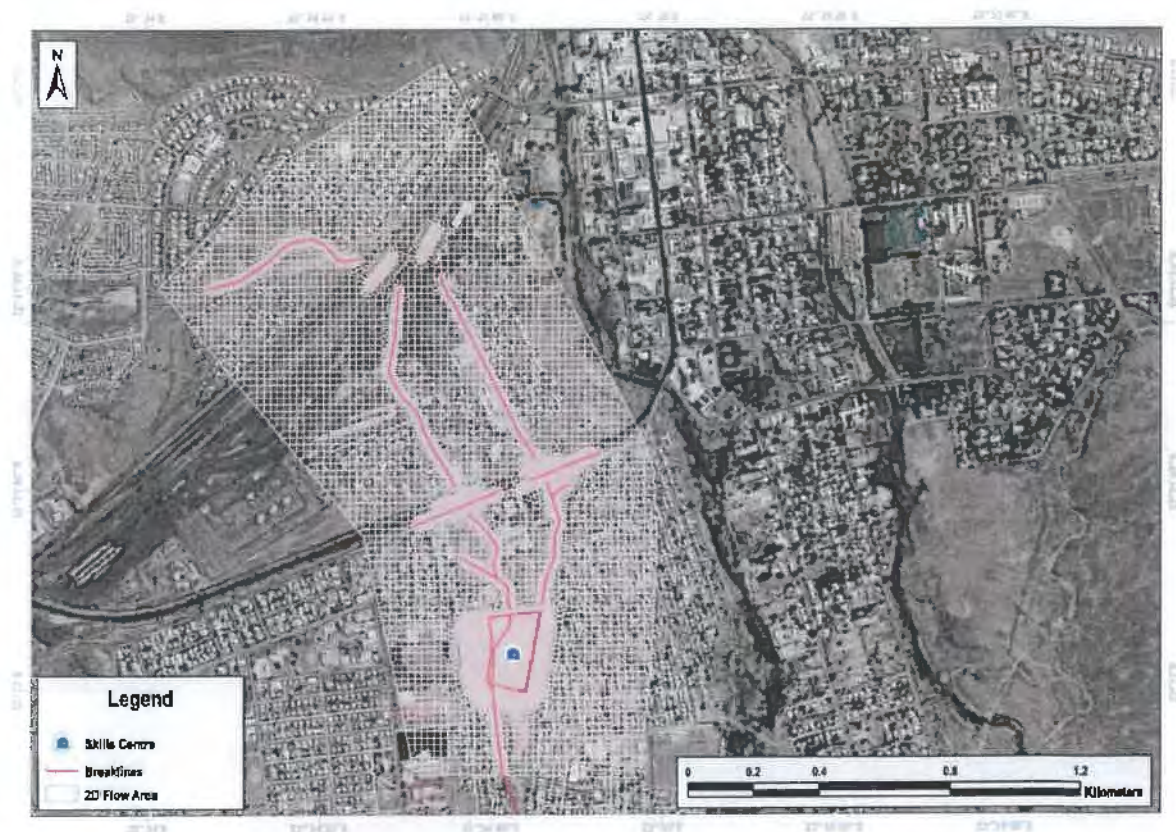


Figure 4-2: 2D hydraulic model mesh structure

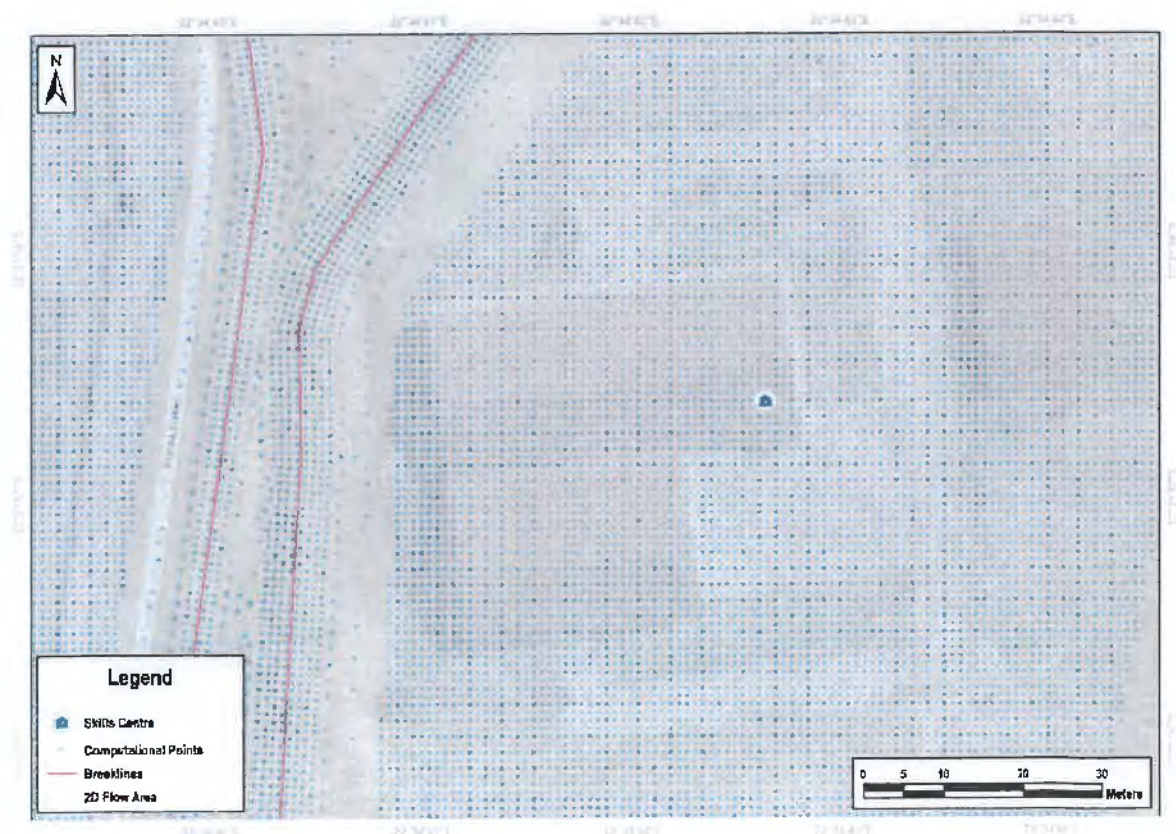


Figure 4-3: 2D Mesh refinement region



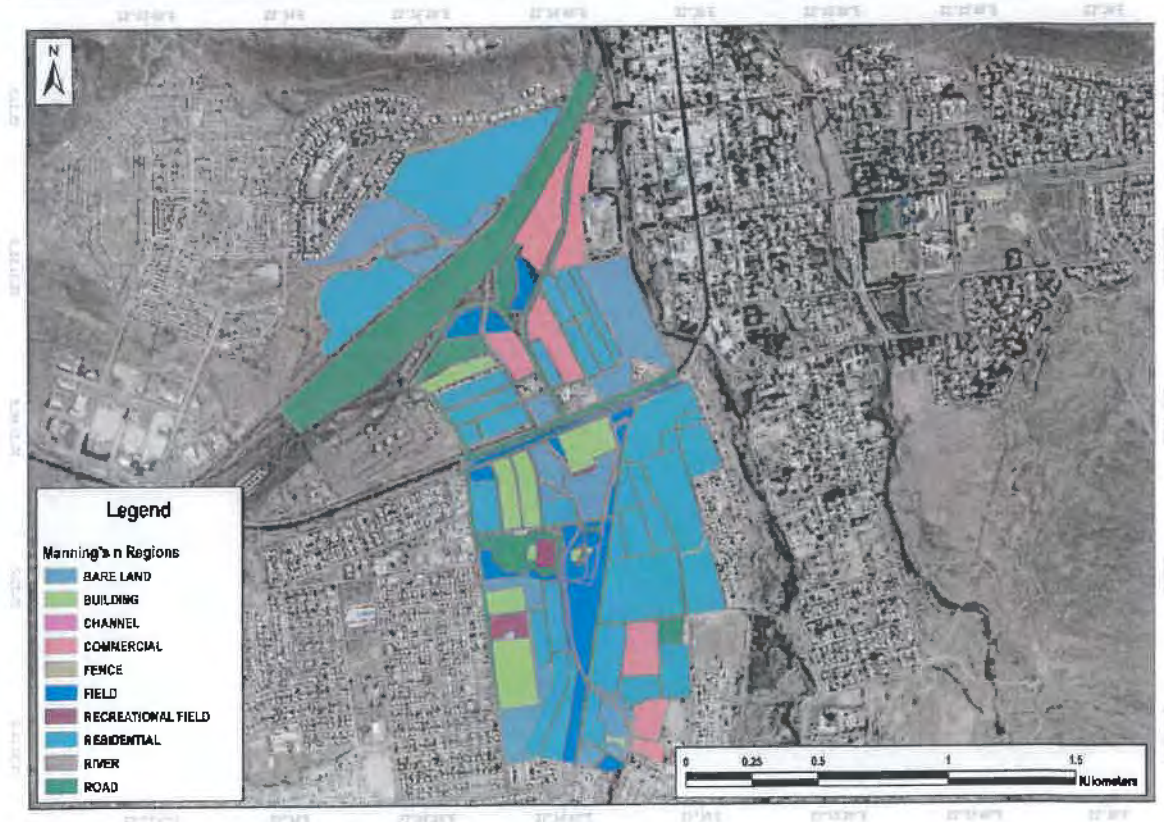
### 4.1.5 Hydraulic Roughness

In the HEC-RAS modelling, Manning's roughness values are used to represent hydraulic resistance to flow. Land cover was used as a proxy for hydraulic resistance because each landcover category typically exhibits relatively uniform hydraulic resistance properties.

For this study a landcover layer was created and Manning's values were associated to each category of landcover. The selection of appropriate Manning's  $n$  values was informed by recommended literature as well as the site visit. A 1.0 m wide calibration region was made at the location of the fence around the Skills Centre to represent the resistance to flow that the fence introduces due to blockage with grass and litter. The land cover types, and their corresponding roughness coefficients are presented in Table 4-1 and illustrated in Figure 4-4.

**Table 4-1: Manning's  $n$  values**

Land cover	Manning's $n$
Residential	0.2
Low shrubland	0.08
River	0.08
Recreational field	0.04
Bare land	0.03
Building	0.2
Commercial	0.2
Roads	0.016
Channel	0.016
Fence (partially blocked)	0.18



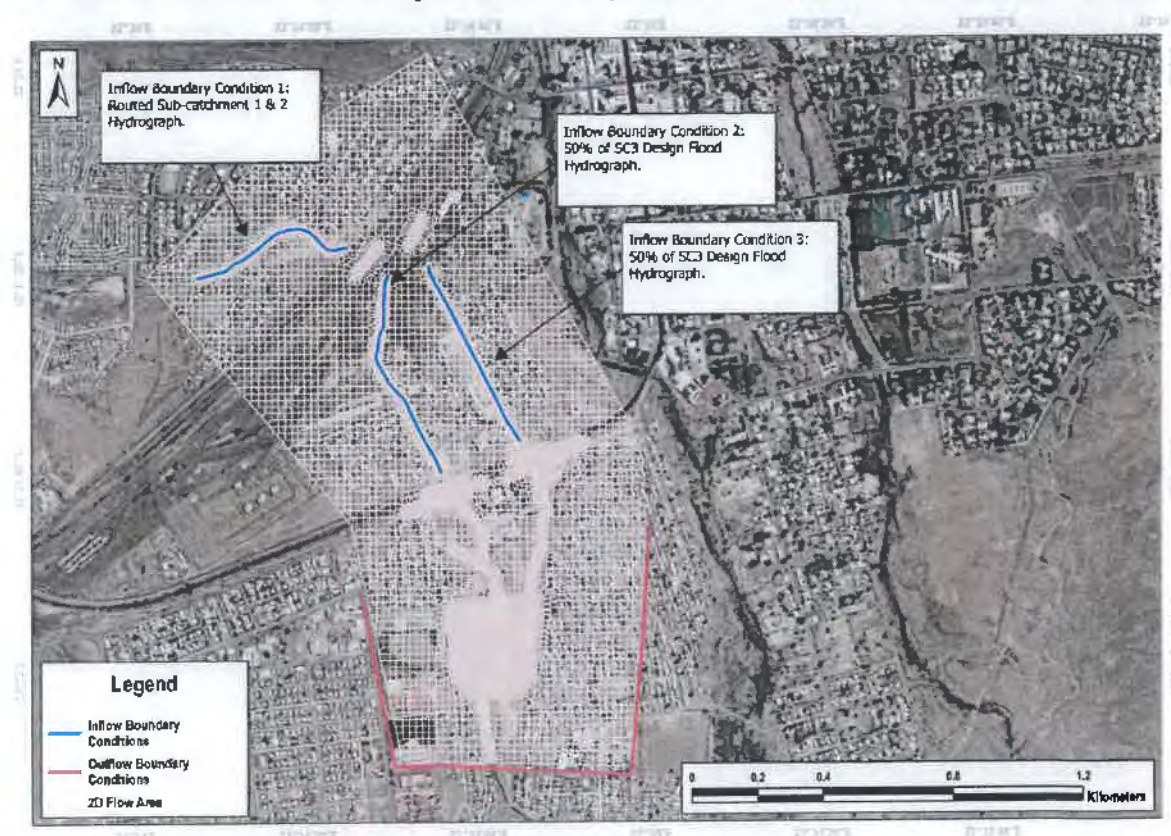
**Figure 4-4: Manning's  $n$  calibration regions**



### 4.1.6 Boundary Conditions

Three inflow boundary conditions were configured within the computational mesh, as shown in **Figure 4-5**. The inflow boundary conditions were defined using inflow hydrographs derived from HEC-HMS simulations, with the climate change adjustment factors applied. For Inflow Boundary Condition 1, the routed hydrograph at the outlet of Sub-catchment 2 was utilised. Inflow Boundary Conditions 2 and 3 were each assigned 50% of the outflow from Sub-catchment 3.

The downstream boundary condition (outflow) was set as the normal flow-depth in HEC-RAS with a slope of 0.001. This approach is widely recommended for open-channel flow scenarios where downstream conditions are unknown or undefined. It utilises Manning's equation in conjunction with the local channel slope to estimate a realistic and hydraulically stable outflow, thereby minimising computational instabilities. The outflow boundary was placed sufficiently far and extended long enough downstream to prevent artificial backwater effects and to allow the simulated flood wave to more accurately reflect natural conditions within the watercourse and floodplain, based on the assumption that water will continue to flow along the contours beyond the extents of the study terrain represented.



**Figure 4-5: Inflow and outflow boundary conditions**

### 4.1.7 Culverts

Six culverts were included in the hydrodynamic model which were modelled as Internal 2D Connections. **Figure 4-6** shows the location of the culverts in relation to the Skills Centre. **Figure 4-7** is a photograph taken during the site visit of the western culvert (culvert 1) included in the model. **Figure 3-2** is a schematic representation of the culvert 1 on HEC-RAS. The rest of the culverts were modelled in a similar manner. The dimensions of the culverts are summarised in **Table 4-2**.



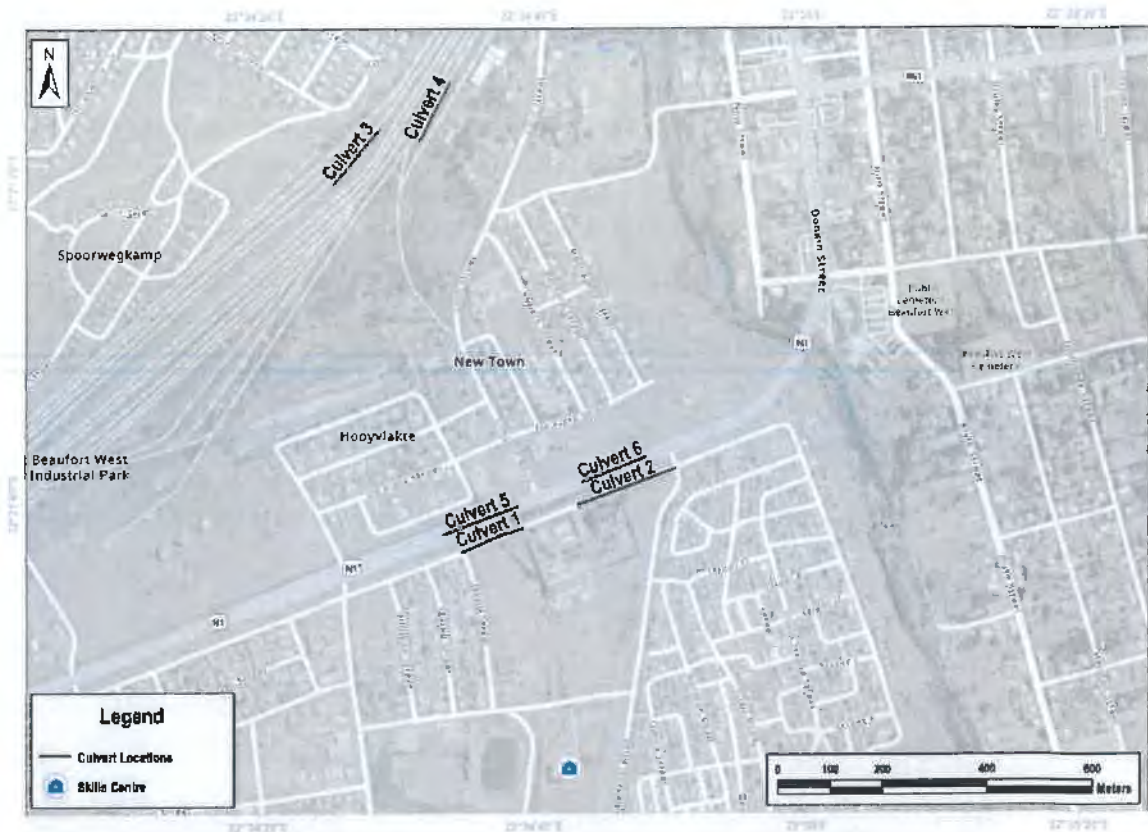
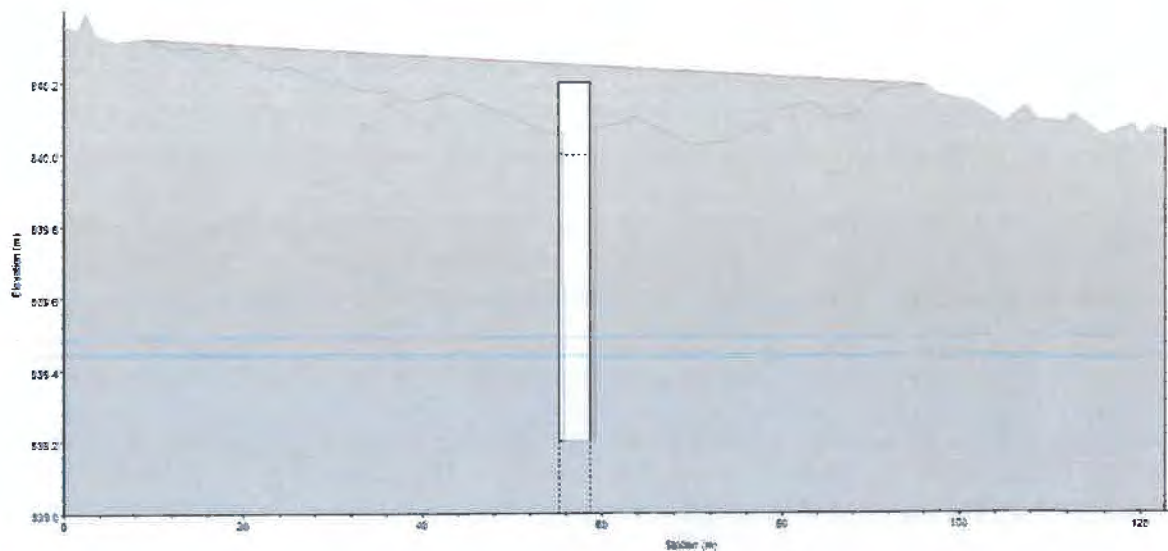


Figure 4-6: Location of culverts in the Study Area



Figure 4-7: Field photograph of Culvert 1 represented in the hydraulic model



**Figure 4-8: Schematic representation of the culvert 1 on HEC-RAS.**

**Table 4-2: Culvert dimensions**

Culvert	Length	Span	Height
Culvert 1	13.0	3.4	1.0
Culvert 2	19.0	3.4	1.0
Culvert 3	104.0	4.0	1.0
Culvert 4	164.0	3.0	1.0
Culvert 5	24.0	3.4	1.0
Culvert 6	30.5	3.4	1.0

#### 4.1.8 Simulation Variables

The model simulation period was 24 hours and the computational time interval used was 1 second. This resulted in a balance between model stability and computational run-time of the model.



## 4.2 2D HEC-RAS Flood Inundation Model Scenarios

Two status-quo scenarios were modelled to analyse the response of the system to the various RI flood events.

Following the status-quo analyses and to address the primary flooding issues five mitigations were modelled. These interventions aimed to reduce flood risk and ensure safe access during storm events by targeting known points of failure identified during the site visit, particularly in the low-lying section of Van Schalkwyk Street and its limited stormwater conveyance capacity. Each mitigation measure was modelled for the 1:5-year RI event to the 1:50-year RI event to evaluate its benefits.

### 4.2.1 Status quo - Partially blocked fence

The model was first run for all the possible RI flood events with a Manning's  $n$  calibration region at the position of the existing fence around the site. The Manning's  $n$  value was set at a relatively high value to represent the partially blocked fence due to debris.

### 4.2.2 Status quo - Unblocked fence

The model was rerun for the 1:50- year flood without the Manning's  $n$  calibration region at the fence to simulate free flow through the fence, i.e. no debris blockage.

### 4.2.3 Mitigation 1 – Raised roads and parking

Mitigation 1 involved raising the access driveway and parking platform to above expected flood levels (836.4m on the lefthand side and 836.3m on the righthand side looking downstream, respectively), combined with the reduction of downstream surface roughness by decreasing the Manning's  $n$  value to 0.04, from 0.08.

### 4.2.4 Mitigation 2 – Formalised Channels and culverts

Mitigation 2 focused on augmenting hydraulic conveyance by formalising the upstream and downstream channels (2 m bottom width, 3m top width and a slope of 1H:2V), twin 750 mm diameter culverts beneath Van Schalkwyk Street, regarding the upstream and downstream channel to 834.5 m to ensure continuity, formalising the downstream channel cross-section, and reducing surface roughness.

### 4.2.5 Mitigation 3 – Combination of M1 and M2

Mitigation 3 combined the approaches of Mitigations 1 and 2. The driveway and parking area were elevated as per Mitigation 1, and the twin culverts and the upstream and downstream channel improvements from Mitigation 2 were also implemented.

### 4.2.6 Mitigation 4 – Attenuation Ponds

Mitigation 4 introduced three upstream detention basins of varying dimensions - Basin 1 measured 45 m × 30 m × 0.7 m deep, Basin 2 was 50 m × 20 m × 1.0 m deep, and Basin 3 was 55 m × 25 m × 1.2 m deep - to attenuate the flood peaks before they reached the Skills Centre. The locations of the detention basins are shown in Figure 4-9. This was supplemented with vegetation clearing downstream to maintain low hydraulic resistance.



**Figure 4-9: Location of detention basins**

#### 4.2.7 Mitigation 5 – Bypass culverts

Mitigation Measure 5 involved the introduction of a system to divert flow from the natural watercourse north of Van Schalkwyk Street directly to the south of the Skills Centre buildings, thereby bypassing the current overland flow through the site's existing natural channel and over the access road. This was achieved by modelling the installation of a 1 m x 1 m box culvert with an inlet positioned north of Van Schalkwyk Street and an outlet at the lower end of the Site's existing driveway. From this point, flow is directed into the concrete drainage channels located south of the Skills Centre buildings, ultimately discharging into the river south of the site. To accommodate the increased conveyance capacity, the on-site concrete channels were widened to a 2 m bottom width and 3 m top width.

## 4.3 2D HEC-RAS Flood Inundation Model Results

### 4.3.1 Status-quo results and discussion

**Figure 4-11** to **Figure 4-15** shows the flood inundation extents for the different RIs.

Water Surface Elevation (WSE) profiles were extracted along Van Schalkwyk Street, as well as along the access road and parking area of the Skills Centre, as illustrated in **Figure 4-10**. These profiles were generated to facilitate a comparative analysis of flood behaviour across the simulated flood events. The resulting WSE profiles are presented graphically in **Figure 4-16** and **Figure 4-17**. Water depths from 3 critical areas for the various recurrence intervals are given in **Table 4-3**.



**Figure 4-10: Location of profile lines**

Across all simulations it was seen that the primary flow path of the flood remained the same, with varying inundation depths and extents for the various storm events. Water is seen to cross Van Schalkwyk Street along the natural watercourse and develop a pool of water at the access gate which is the first area of concern with regards to the Skills Centre. This is largely due to the profile of Van Schalkwyk Street following the depression of the natural ground level at the location of the access gate and is further worsened by the blockages in the fencing from litter and overgrown vegetation. The analysis further confirms that the driveway facilitates as the primary stormwater flow path which consistently exhibits greater inundation depths compared to the adjacent natural watercourse, as it was intended to perform. This is also attributed to its location at the low point of Van Schalkwyk Street and its lower surface roughness in contrast to the higher roughness of the vegetated river channel and surrounding terrain.

Following the inundation of the access road, the parking lot is seen to experience inundation in all scenarios with increasing water depths for the more severe events.

For the 1:5-year RI event, as shown in **Figure 4-11**, inundation was limited to the defined stormwater paths and localised depressions. Shallow ponding occurred along the driveway, but runoff remained largely contained within the existing watercourses.

In the 1:10- and 1:20-year RI events, as shown in **Figure 4-12** and **Figure 4-13**, both inundation extent and depth increased. Flow overtopped the formal drainage route and was preferentially routed along



the driveway due to its smoother surface and depressed elevation. The parking area also became affected.

By the 1:50-year RI event, as shown in **Figure 4-14**, flooding was more widespread with notable depth increases along the driveway and access gate. Sustained ponding occurred in low-lying areas, and flow extended further downstream, highlighting the drainage network's limited capacity under higher-intensity events.

For the 1:100-year RI event, as shown in **Figure 4-15**, the flood extent peaked, with only marginal depth increases relative to the 1:50-year event. The driveway and access gate remained fully inundated for the full storm event, confirming the site's susceptibility under extreme conditions.

Across all simulations, it was observed that the broader site experiences inundation during all the events, except for the Skills Centre building which remained unaffected due to its elevation on a raised platform.

The area around the access gate, driveway, and parking area poses a notable concern during storm events with water depths exceeding the proposed acceptable depth of 0.15 m after the 1:5-year RI event.

The analysis results showed that the limitations of system are the location of the access gate and road in terms of the topography as well as the flood volume.



**Figure 4-11: Flood inundation depths for the 1:5-year RI flood event**

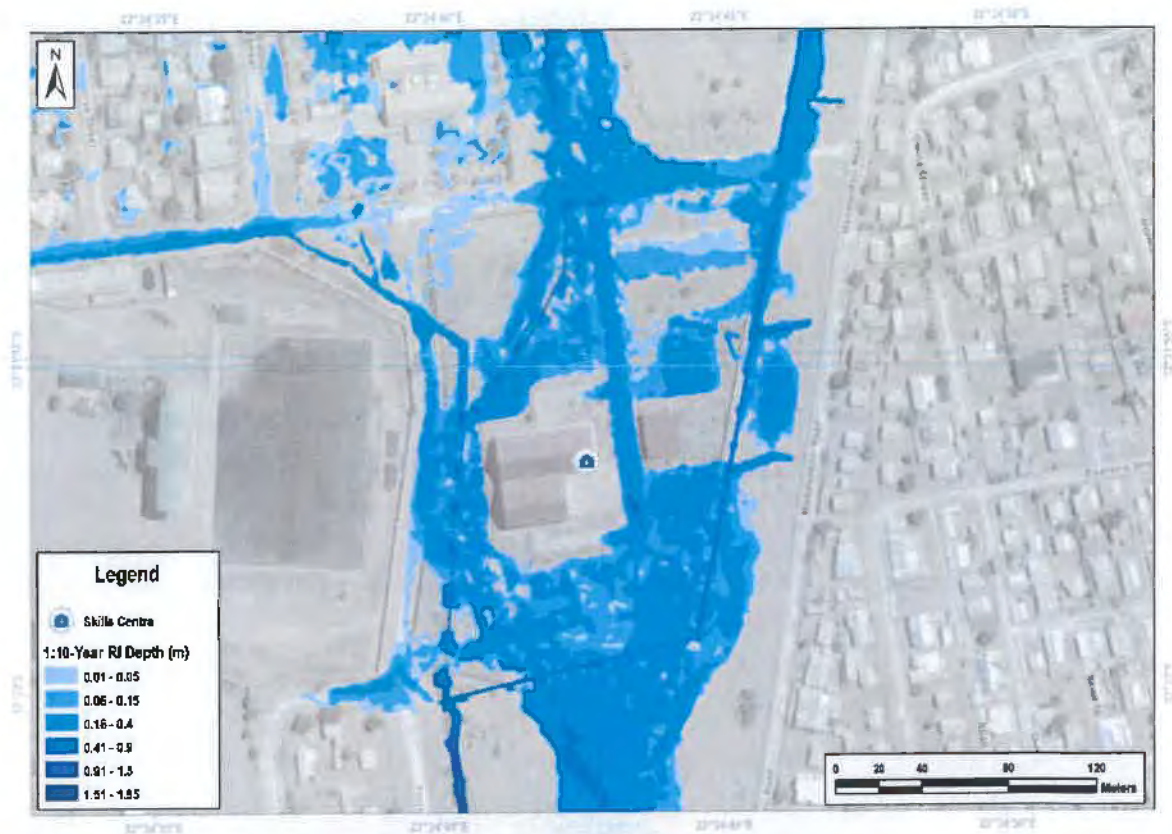


Figure 4-12: Flood inundation depths for the 1:10-year RI flood event



Figure 4-13: Flood inundation depths for the 1:20-year RI flood event





Figure 4-14: Flood inundation depths for the 1:50-year RI flood event

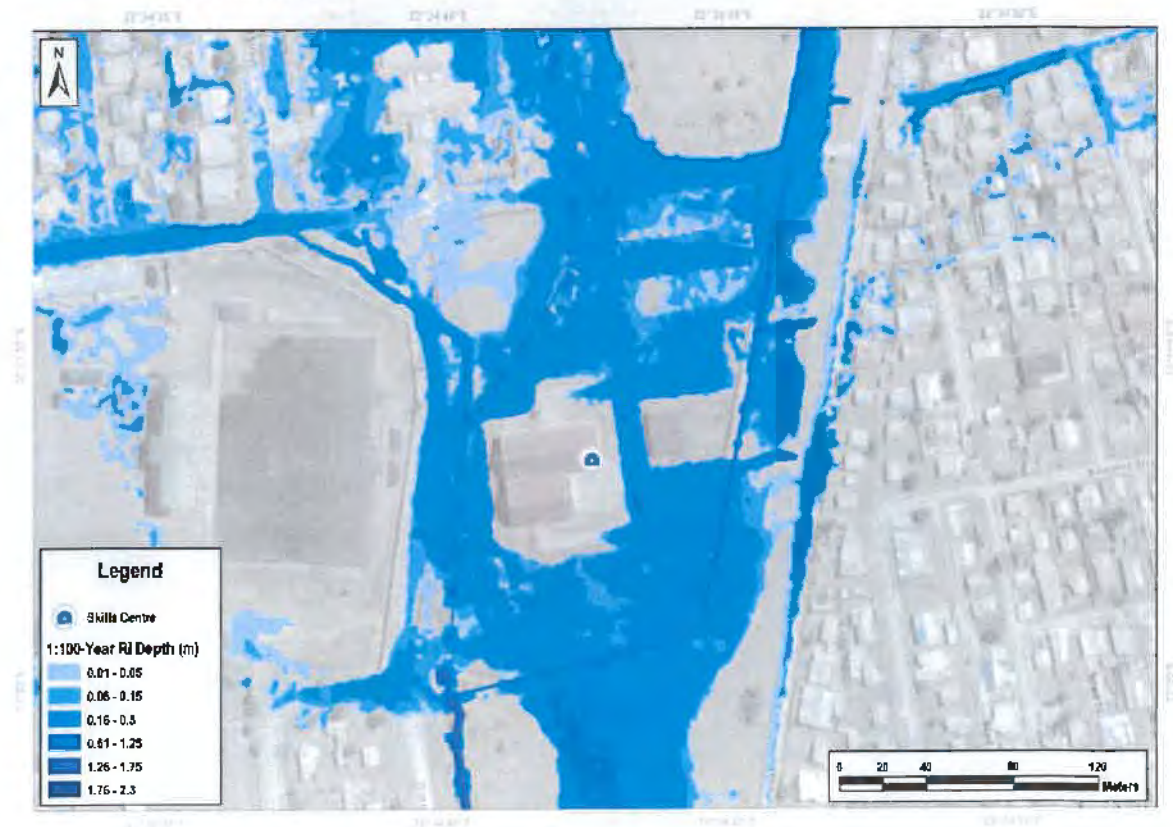


Figure 4-15: Flood inundation depths for the 1:100-year RI flood event



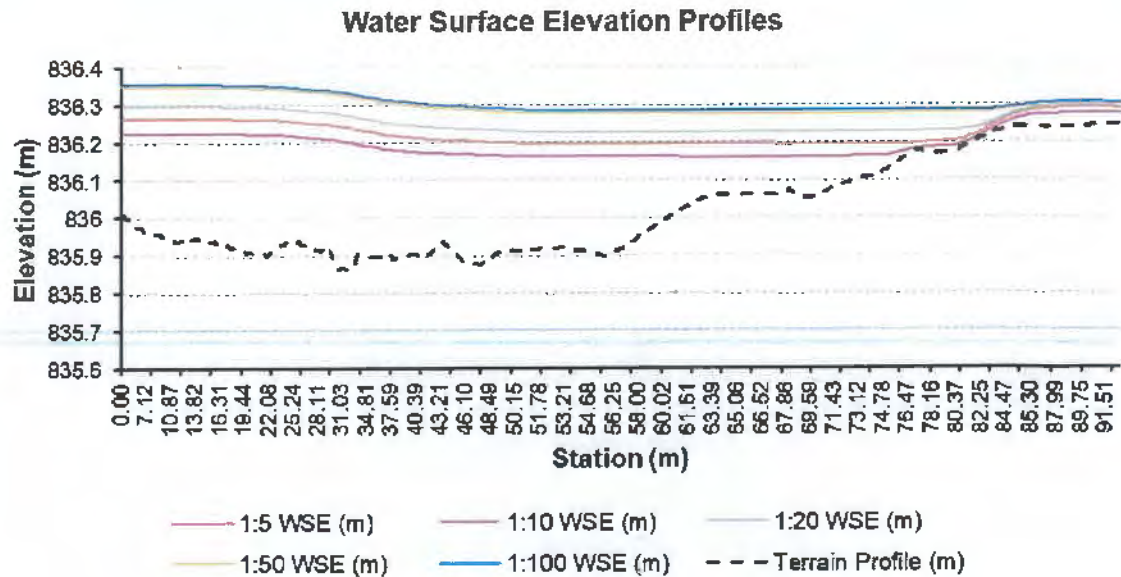


Figure 4-16: WSE profiles along Van Schaikwyk Street

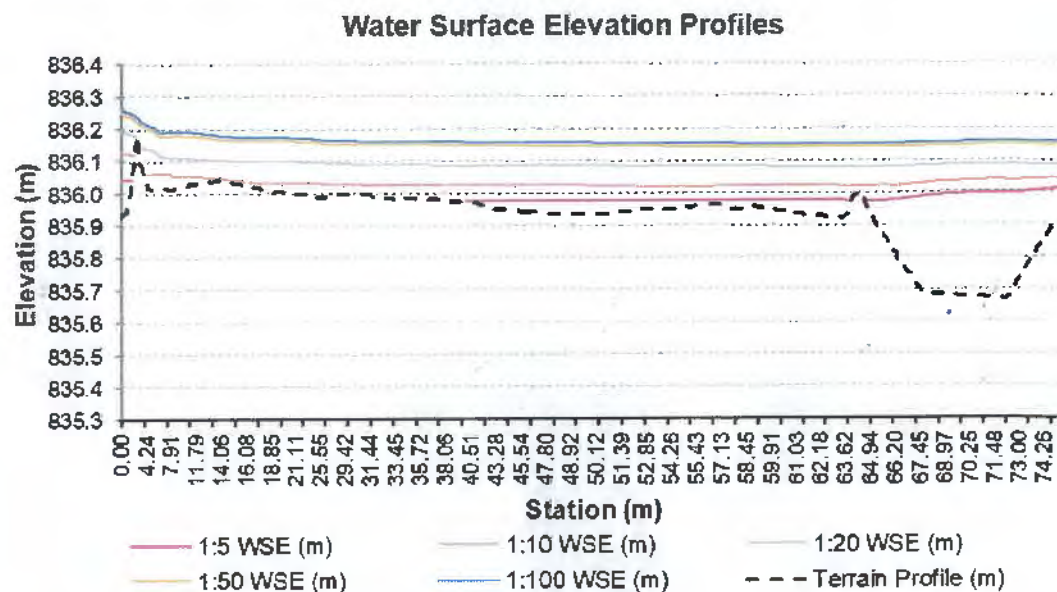


Figure 4-17: WSE profiles along the access road and parking lot

Table 4-3: Water depths for 3 critical areas for Status-quo

RI (years)	Depth directly outside access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.30	0.28	0.01
1:10	0.34	0.34	0.06
1:20	0.37	0.37	0.13
1:50	0.43	0.45	0.18
1:100	0.44	0.46	0.2

### 4.3.2 Sensitivity Analysis: Flood Behaviour Without Fence-Induced Resistance

The result for the 1:50-year RI event for the no-fence scenario (ie: free-flow conditions) is shown in **Figure 4-18** with the water depths at critical areas shown in **Table 4-4**.



**Figure 4-18: Flood inundation depths for the 1:50-year RI flood event assuming no obstruction at the fence (free flow conditions)**

It should be noted that developing an approximation for the fence in the hydrodynamic model is difficult. For the purposes of this analysis, it was approximated by means of adding/removing an area of high surface resistance to simulate the impact of the blocked fence.

The analysis at the access road showed that the removed debris resulted in a water depth of 0.4 m, compared to 0.45 m with debris. At the parking lot the analysis showed a water depth of 0.15 m with the removed debris compared to 0.18 m with debris. Similarly, a water depth of 0.4 m was observed without debris, compared to 0.43 m with debris, on Van Schalkwyk Road near the access gate. Although the reductions in water depth are minor, the results indicate that the presence of debris at the fence increases localised inundation levels during storm events.

**Table 4-4: Water depths for 3 critical areas for the unblocked Fence**

RI (years)	Depth directly outside of access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.29	0.25	0.02
1:10	0.33	0.29	0.05
1:20	0.36	0.34	0.09
1:50	0.40	0.40	0.15
1:100	0.42	0.45	0.19

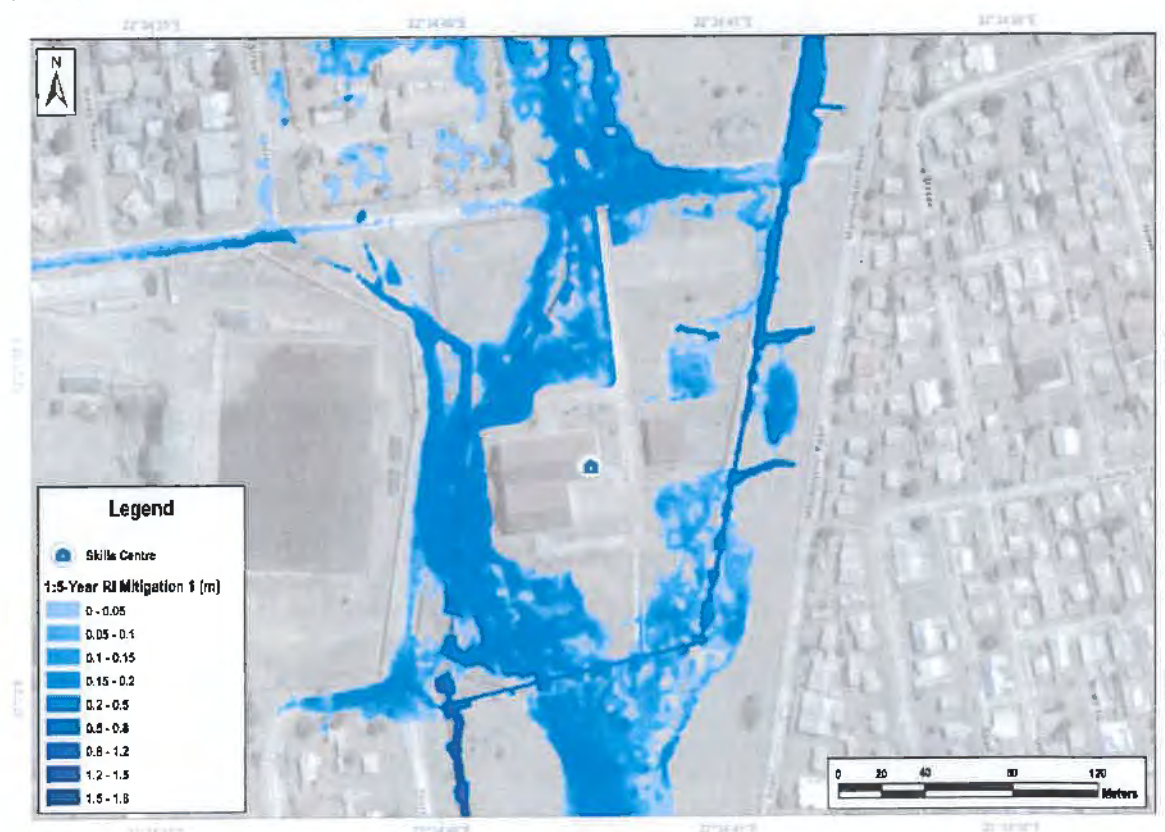


The full extent of the benefit is difficult to quantify, for the reasons discussed above, but there is evidential benefit although not enough to fully mitigate the effects of flooding at the Skills centre access road. It is recommended that the fence line on the outer and inner boundary be routinely maintained and cleared from vegetation and litter as a standard practice.

### 4.3.3 Mitigation 1 results

While this configuration successfully elevated the parking lot and access driveway out of the floodplain, it is seen to minimally affect or even exacerbate the ponding situation directly at the access gate along Van Schalkwyk Street. The road section in front of the access gate lies in a topographically low point that naturally collects and retains surface runoff. As a result, floodwater continued to accumulate in this depression, obstructing ingress and egress, despite improvements within the site itself. As demonstrated in **Figure 4-19** and summarized in **Table 4-4**, Mitigation Measure 1 effectively mitigates inundation of the internal access road and parking area. However, the persistent submergence of the Skills Centre entrance highlights a critical limitation.

Should a form of mitigation 1 be considered for implementation it would be recommended to create an additional access from the parking lot onto Mandlenkosi Road with culvert over the v-drain running parallel to the fence boundary.



**Figure 4-19: Mitigation 1 flood inundation**

**Table 4-5: Water depths for 3 critical areas for Mitigation 1**

RI (years)	Depth directly outside of access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.32	0	0
1:10	0.34	0	0
1:20	0.43	0	0
1:50	0.49	0.01	0



### 4.3.4 Mitigation 2 results

The analyses results (Figure 4-20) showed good effectiveness in reducing inundation extent and depth for the 1:5-year storm with minimal ponding depths outside of the access gate, however, despite these interventions, analysis results revealed that the culverts reached capacity rapidly under design storm conditions for storm events larger than the 1:5-year RI flood. Once exceeded, the culverts induced overtopping of Van Schalkwyk Street, which reintroduced more severe ponding in front of the gate to unsafe levels. The limited cross-sectional area and elevation differential were insufficient to capture the volume and velocity of approaching flow. The driveway is also seen to undergo inundation to unsafe depths after the 1:5-year flood events whereas the parking lot remained at safe inundation depths until the 1:50 year flood. The water depths at these critical areas are shown in Table 4-5. Following these results, this measure is seen as effective for smaller flood events only. Additionally, as with Mitigation 1, it would be recommended that the access gate be relocated to Mandlenkosi Road with culvert over the v-drain.

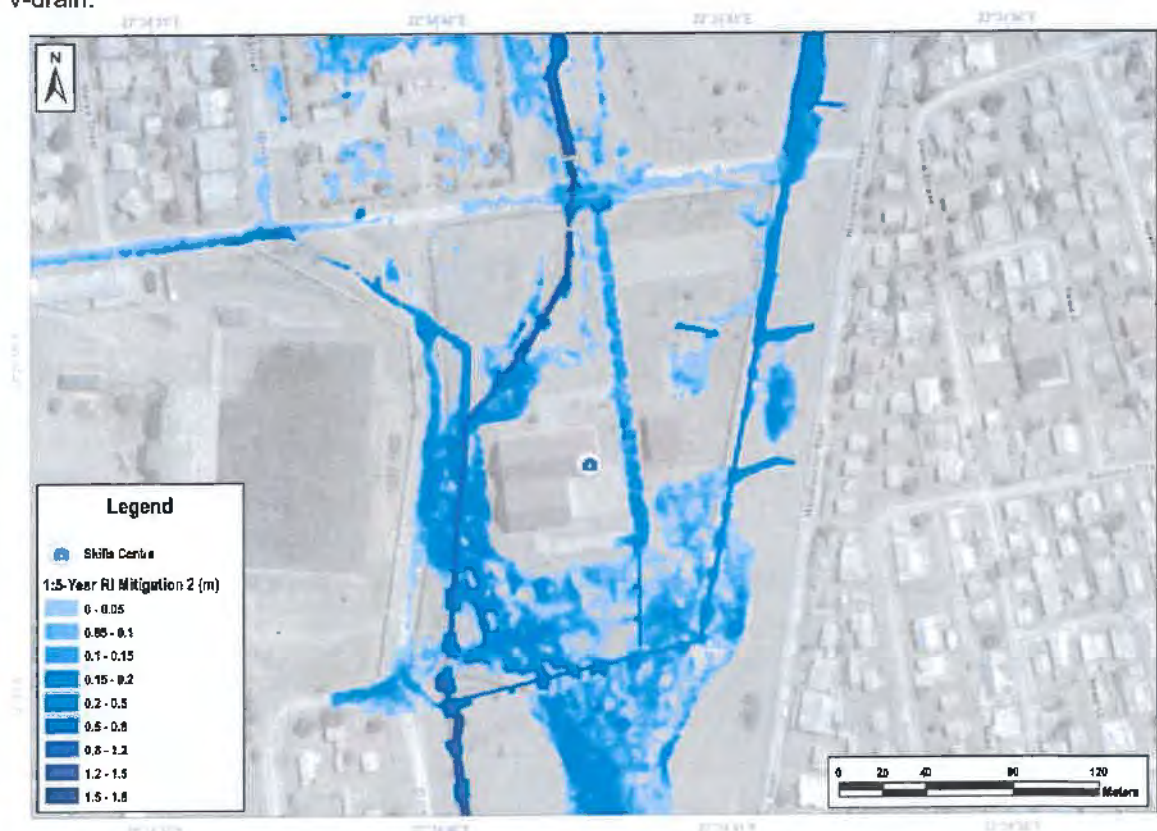


Figure 4-20: Mitigation 2 flood Inundation

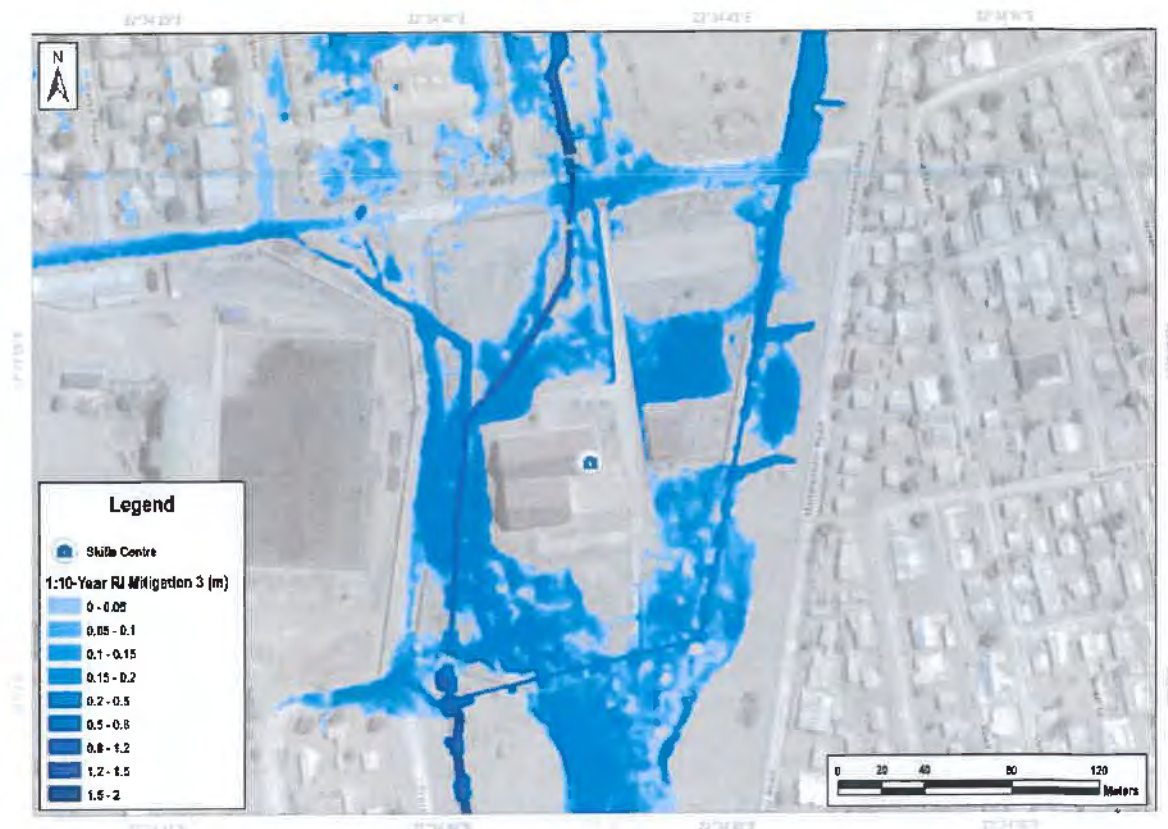
Table 4-6: Water depths for 3 critical areas for Mitigation 2

RI (years)	Depth directly outside of access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.09	0.13	0
1:10	0.15	0.20	0.02
1:20	0.26	0.28	0.06
1:50	0.34	0.34	0.14

### 4.3.5 Mitigation 3 results

Mitigation 3 combined the approaches of Mitigations 1 and 2. The driveway and parking area were elevated as per Mitigation 1, and the twin culverts and the upstream and downstream channel

improvements from Mitigation 2 were also implemented. Results (**Figure 4-21 and Table 4-6**) showed reduction in inundation extent with no encroachment on the parking lot or driveway as in Mitigation 1. Ponding on Van Schalkwyk Street outside of the access gate was mitigated significantly as in Mitigation 2, however this was only effective until the 1:10-year flood event, thereafter ponding depths once again reached unsafe levels.



**Figure 4-21: Mitigation 3 flood inundation**

**Table 4-7: Water depths for 3 critical areas for Mitigation 3**

RI (years)	Depth directly outside of access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.16	0	0
1:10	0.21	0	0
1:20	0.33	0	0
1:50	0.41	0.02	0

#### 4.3.6 Mitigation 4 results

The basins initially delayed runoff propagation, lowering inflow volumes temporarily. However, modelling results (**Figure 4-22**) confirmed that the basins reached capacity well before the end of the storm event. Once full, surface runoff bypassed the attenuated storage and returned to its natural flow path toward Van Schalkwyk Street. From the analysis results although a limited degree of improvement with respect to water depth was identified with the implementation of Mitigation 4, depths along the driveway and outside the access gate still exhibited unsafe depths from the 1:5-year flood event (**Table 4-7**).

This mitigation considered smaller attenuation ponds than the one constructed in northern section of the Beaufort West because of the low lying properties adjacent to the water course as well as the potential influence of the school and the clinic in the vicinity. This sizing in-turn limits the potential benefit as shown in the results.





**Figure 4-22: Mitigation 4 flood inundation**

**Table 4-8: Water depths for 3 critical areas for Mitigation 4**

RI (years)	Depth directly outside of access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.23	0.24	0.00
1:10	0.26	0.25	0.02
1:20	0.33	0.33	0.08
1:50	0.38	0.39	0.14

### 4.3.7 Mitigation 5 results

As shown in **Figure 4-23**, this measure resulted in a significant reduction in both the extent and depth of inundation within the site and on Van Schalkwyk Street. Modelling results showed that only after the 1:20-year flood did ponding at the access gate begin to reach unsafe levels. Although accumulation of runoff wasn't eliminated for smaller events due to the topography of the road, the inundation depths were very minor as shown in **Table 4-8**. It was also seen that a minor degree of flooding persisted in the parking area.





**Figure 4-23: Mitigation 5 flood inundation**

**Table 4-9: Water depths for 3 critical areas for Mitigation 5**

RI (years)	Depth directly outside of access gate (m)	Depth on driveway (m)	Depth in parking lot (m)
1:5	0.05	0.02	0.00
1:10	0.08	0.06	0.02
1:20	0.09	0.09	0.03
1:50	0.34	0.12	0.10

### 4.3.8 Results discussion

Although each scenario introduced specific improvements, modelling results consistently showed that the dominant failure mechanism remained unchanged: the water course upstream and through Van Schalkwyk Street acts as a hydraulic depression that collects runoff during storm events. Considering the various mitigation measures in place, the street's vertical alignment and insufficient overflow pathways continued to facilitate a degree ponding in all scenarios, limiting the overall effectiveness of most of the proposed mitigations.

There is an argument to be made for introducing a secondary attenuation dam upstream, in addition to the existing dam, to further reduce flood peaks and, consequently, lessen the extent and depth of inundation downstream—particularly around the skills centre. However, given that most of the implemented mitigation measures have proven effective primarily for up to a 1:5-year flood event, the addition of a secondary dam would likely only enhance effectiveness to approximately a 1:10-year event. It is also important to note that the existing culverts beneath the railway and road infrastructure in the upper catchment already contribute to some degree of flow attenuation.

The greatest benefits were seen in mitigation 3 and mitigation 5 as both seemingly disconnect the area of concern from the inflow flood events by either increasing the area of concerns elevation outside of the flood path or by bypassing the area of concern with hydraulic structures.

To ensure reliable site access during flood events, the installation of an auxiliary gate is recommended regardless of the chosen mitigation strategy.

## 5 Conclusion

### 5.1 Phase 1: Design flood analysis

The recommended design flood peaks obtained using the SCS method for the various recurrence intervals, taking climate change into account, are given in Table 5-1.

**Table 5-1: Recommended design flood peaks, including potential climate change impact**

RI (years)	Peak Flow for sub-catchment 2 after sub-catchment 1 routing (m <sup>3</sup> /s)	Peak flow through sub-catchment 3 independently (m <sup>3</sup> /s)
1:5	6.53	2.45
1:10	9.67	3.74
1:20	13.04	5.30
1:50	17.82	7.56
1:100	22.0	9.46

### 5.2 Phase 2: Hydraulic modelling

All simulated flood events (1:5, 1:10, 1:20, 1:50, and 1:100) indicate site-wide inundation, with the most critical concern being ponding at the main access gate located at the low point on Van Schalkwyk Street and flooding of the driveway and parking lot. The driveway functions as a primary stormwater flow path, with unsafe water depths observed in all scenarios, and the parking area also experiences repeated inundation. This persistent flooding hinders safe entry and exit during storm events. The Skills Centre building remains unaffected due to its elevated platform.

Several mitigation measures were implemented—including raising the driveway and parking lot, formalising drainage channels, incorporating detention basins, and installing a culvert beneath the site. While these interventions improved conditions, they did not completely prevent water accumulation on Van Schalkwyk Street outside the access gate, primarily due to the street's topography. However, mitigation measures 3 and 5 significantly reduced ponding along Van Schalkwyk Street and along the driveway and parking lot. Each mitigation measure provided varying levels of benefit, highlighting the importance of evaluating their impacts holistically and considering the maximum storm event for which they remain effective. To ensure reliable site access during flood events, the installation of an auxiliary gate is recommended regardless of the chosen mitigation strategy. Additionally, routine clearing of litter and vegetation on-site and in surrounding areas is advised to support the natural flow of water.

## 6 References

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Smithers, J.C., and R.E. Schulze, 2002. Design Rainfall and Flood Estimation in South Africa, WRC Report K5/1060. Pretoria: Water Research Commission.

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## Appendices

### Appendix A-1: Weighted CN tables

**Table A-1: Sub-catchment 1 Landuse and Runoff Curve Number (CN) coefficients**

Land Use	Proportion	A	A/B	B	B/C	C	C/D	D	CN	Weighted CN
Wetlands	0%	90	90	90	90	90	90	90	91	0.00
Veld - Fair	4%	49	61	69	75	79	82	84	75	2.88
Garden Crops	0%	45	56	66	72	77	80	83	72	0.00
Fallow	0%	75	80	84	87	89	91	92	88	0.00
Natural Forest	0%	23	37	50	56	61	64	67	56	0.00
Veld - Poor	4%	68	74	79	83	86	88	89	84	3.70
Row Crops	0%	67	73	78	82	85	87	89	83	0.00
Small Grain	0%	65	69	75	79	83	85	87	80	0.00
Sugarcane	0%	45	56	66	72	77	80	83	72	0.00
Meadow	0%	30	45	58	65	71	75	81	65	0.00
Irrigated Pasture	0%	35	41	48	57	65	68	70	57	0.00
Woods and Scrub	0%	36	49	60	68	73	77	79	68	0.05
Orchards	0%	39	44	53	61	66	69	71	61	0.00
Forests & Plantations	0%	48	58	68	73	78	82	85	73	0.00
Urban/Sub-urban Land Uses: Open Spaces, parks, cemeteries	0%	39	51	61	68	74	78	80	68	0.00
Urban/Sub-urban Land Uses: Commercial/business Areas	0%	89	91	92	93	94	95	95	94	0.00
Urban/Sub-urban Land Uses: Industrial Districts	0%	81	85	88	90	91	92	93	91	0.00
Urban/Sub-urban Land Uses: Residential	92%	77	81	85	88	90	91	92	89	81.20
Urban/Sub-urban Land Uses: Paved parking lots, roofs, etc.	0%	98	98	98	98	98	98	98	99	0.00
Urban/Sub-urban Land Uses: Streets/roads	0%	98	98	98	98	98	98	98	99	0.00
	100%	0%	0%	0%	99%	1%	0%	0%	Curve Number	87.84

Table A-2: Sub-catchment 2 Landuse and Runoff Curve Number (CN) coefficients

Land Use	Proportion	A	A/B	B	B/C	C	C/D	D	CN	Weighted CN
Wetlands	0%	90	90	90	90	90	90	90	91	0.07
Veld - Fair	29%	49	61	69	75	79	82	84	75	21.95
Garden Crops	0%	45	56	66	72	77	80	83	72	0.00
Fallow	0%	75	80	84	87	89	91	92	88	0.00
Natural Forest	0%	23	37	50	56	61	64	67	56	0.00
Veld - Poor	7%	68	74	79	83	86	88	89	84	5.65
Row Crops	0%	67	73	78	82	85	87	89	83	0.00
Small Grain	0%	65	69	75	79	83	85	87	80	0.00
Sugarcane	0%	45	56	66	72	77	80	83	72	0.00
Meadow	0%	30	45	58	65	71	75	81	65	0.00
Irrigated Pasture	0%	35	41	48	57	65	68	70	57	0.00
Woods and Scrub	2%	36	49	60	68	73	77	79	68	1.58
Orchards	0%	39	44	53	61	66	69	71	61	0.00
Forests & Plantations	0%	48	58	68	73	78	82	85	73	0.00
Urban/Sub-urban Land Uses: Open Spaces, parks, cemeteries	0%	39	51	61	68	74	78	80	68	0.00
Urban/Sub-urban Land Uses: Commercial/business Areas	2%	89	91	92	93	94	95	95	94	1.93
Urban/Sub-urban Land Uses: Industrial Districts	0%	81	85	88	90	91	92	93	91	0.40
Urban/Sub-urban Land Uses: Residential	59%	77	81	85	88	90	91	92	89	52.48
Urban/Sub-urban Land Uses: Paved parking lots, roofs, etc.	0%	98	98	98	98	98	98	98	99	0.00
Urban/Sub-urban Land Uses: Streets/roads	0%	98	98	98	98	98	98	98	99	0.00
	100%	0%	0%	0%	99%	1%	0%	0%	Curve Number:	83.99



Table A-3: Sub-catchment 3 Landuse and Runoff Curve Number (CN) coefficients

Land Use	Proportion	A	A/B	B	B/C	C	C/D	D	CN	Weighted CN
Wetlands	0%	90	90	90	90	90	90	90	91	0.00
Veld - Fair	28%	49	61	69	75	79	82	84	75	21.33
Garden Crops	0%	45	56	66	72	77	80	83	72	0.00
Fallow	0%	75	80	84	87	89	91	92	88	0.00
Natural Forest	3%	23	37	50	56	61	64	67	56	1.41
Veld - Poor	4%	68	74	79	83	86	88	89	84	3.14
Row Crops	0%	67	73	78	82	85	87	89	83	0.00
Small Grain	0%	65	69	75	79	83	85	87	80	0.00
Sugarcane	0%	45	56	66	72	77	80	83	72	0.00
Meadow	0%	30	45	58	65	71	75	81	65	0.00
Irrigated Pasture	0%	35	41	48	57	65	68	70	57	0.00
Woods and Scrub	11%	36	49	60	68	73	77	79	68	7.71
Orchards	0%	39	44	53	61	66	69	71	61	0.00
Forests & Plantations	0%	48	58	68	73	78	82	85	73	0.00
Urban/Sub-urban Land Uses: Open Spaces, parks, cemeteries	8%	39	51	61	68	74	78	80	68	5.32
Urban/Sub-urban Land Uses: Commercial/business Areas	3%	89	91	92	93	94	95	95	94	3.09
Urban/Sub-urban Land Uses: Industrial Districts	0%	81	85	88	90	91	92	93	91	0.00
Urban/Sub-urban Land Uses: Residential	40%	77	81	85	88	90	91	92	89	35.15
Urban/Sub-urban Land Uses: Paved parking lots, roofs, etc.	0%	98	98	98	98	98	98	98	99	0.00
Urban/Sub-urban Land Uses: Streets/roads	3%	98	98	98	98	98	98	98	99	3.38
	100%	0%	0%	0%	99%	1%	0%	0%	Curve Number:	80.52



In diversity there is beauty and  
there is strength.

MAYA ANGELOU

**Document Prepared by: Layla Parak**

Zutari (Pty) Ltd  
Reg No 1977/003711/07  
1 Century City Drive  
Waterford Precinct  
Century City  
Cape Town  
South Africa  
PO Box 494  
Cape Town  
8000  
Docex: DX 204

T +27 21 526 9400  
E [capetown@zutari.com](mailto:capetown@zutari.com)



**ZUTARI**  
T. ENGINEERED.

THE ADMINISTRATOR



12332423

**BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOL****Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager****Kanoor van Gemeenskapsdienste / Office of Community Services**

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the  
Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala

**Verwysing****Reference** 14/2/1**Isalathiso****Navrae****Enquiries** MC Tshibo**Imibuzo****Datum****Date** 21 July 2025**Uhmla****Privaatsak/Private Bag 582****Faks/Fax 023 4148180****Tel 023-4148121****E-mail [mctshibo@beaufortwestmun.co.za](mailto:mctshibo@beaufortwestmun.co.za)****c/o Plaza Road & Ngesi Street****BEAUFORT WES****BEAUFORT WEST****BHOBHOFOL****6970****APPLICATION FOR OPERATING LICENCE : PUBLIC TRANSPORT OPERATORS****1. PURPOSE OF REPORT**

To provide Council with information on the process for the application an Operating Licence in terms of the National Land Transport Act, 1995 to enable Council to make an informed decision on the application process for all public transport vehicle travelling in and through its area of jurisdiction.

**2. BACKGROUND**

The National Land Transport Act provides that all vehicles conveying persons for reward must do so under the authority conferred by an Operating Licence. The municipality is a Planning Authority for this purpose and has to provide conditions or restrictions to the Operating Licence Board (OLB) on all applications for operating licenses for public transport vehicles travelling in and through its area of jurisdiction. These applications were previously dealt with administratively by Traffic Services. Council resolved that all Operating Licence applications must be submitted to the Standing Committee for Community Services for consideration and approval.

**3. CURRENT STATUS**

This decision has a negative impact on the public transport industry in general, with local operators suffering severe financial losses. Some of the challenged currently experienced are

1. Operators acquiring new vehicles and that are financed cannot obtain Operating Licenses
2. Operators wanting to amend their Operating Licenses cannot do so
3. Operators cannot operate in Murraysburg as part of the Wind Farm project
4. Operators cannot replace older vehicles
5. Impoundment of vehicle without operating licence or operating contrary to operating licence conditions
6. High Impoundment fees and fines that have to be paid first before vehicle is released.
7. The Operating Licence Board has 60 days to finalize and if no input is provided by the municipality before the 60 days expire, the application process must start afresh

SIRKULASIE	OPDRAG

Operators require a supporting letter from the municipality as well as a directive whether to grant an operating licence or not. This process has to go to the Standing Committee and affects the timeline for finalizing application.

**4. FINANCIAL IMPLICATION**

None

**5. RISK**

There is no risk to Council as all applications are dealt with in terms of the National Land Transport Act and other applicable legislation. Local operators run the risk of having their Operating licenses revoked if they operate contrary to the conditions of the operating licence and also run the possibility of impoundment.

**6. RECOMMENDATION**

1. That Council rescind it's previous decision that all Operating Licence applications be referred to the Standing Committee for Community Services.
2. That the application process be dealt with administratively by Traffic Services
3. That Traffic Services report to the Standing Committee for Community Services on all applications processed and approved administratively.



**MC TSHIBO**  
**SENIOR MANAGER**  
/mct





## NELSPOORT LOCAL SPORTS FORUM NPC

29 Juliet Jonas Singel | Nelspoort | 6973  
 PO Box 137 | Loft End Avenue | Nelspoort | 6973  
 E. sportsdevelopment.nelspoort@gmail.com  
 C. 069 163 8328 / 072 723 2858 | F. 086 661 8661  
 NPC Reg. No.: 2021/620599/08

**Our Reference:** 1/5/2025  
**Ons Verwysing:**  
**Enquiries:** A Jonkers  
**Navrae:**

Municipal Manager  
 Beaufort West Municipality  
 112 Donkin Street  
 Beaufort West  
 6970

23 May 2025



MUNICIPAL MANAGER, MR DEREK WELGEMOED

**SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C: APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANISATION IN NELSPOORT.**


Municipal Manager we the Member (Executive Directors) of the Nelspoort Local Sports Forum NPC would like to apply for office space at the Upgraded Sport (Soccer/ Rugby Facilities) Clock Room Building as a Sport Development Organisation in and for Nelspoort. Municipal Manager in the past were there no organisation who mobilises Sport and Recreation in Nelspoort which could contribute to protect and safe guard the Property newly developed then for Sports and Recreation.

SIRKULASIE	OPDRAG
DKD.	

It would be our core focus and function to ensuring the safeguarding and protection of the Sport Facility that are currently upgraded for sport events etc. We are in communication with the Provincial Department of Cultural Affairs and Sport (DCAS) for Sporting and Recreational Equipment when the facility being launched for use during 2025.

At a Municipal Public Participation Meeting (IDP/ Budget) we requested the Beaufort West Municipality to assist with measures which could ensuring the safety and safeguarding of the currently upgraded facility, thank you Municipal Manager for the provisions thereof, many thanks we really appreciate the provisions made. We would further request Municipal Manager if it is possible for Budgetary Provisions of a dedicated Municipal Worker focussing on maintaining the infrastructure and facilities to keep it clean and safe during the work week, we would also be seeking EPWP Assistance from the Department of Cultural Affairs and Sport.

Municipal Manager this be a humble request for considering office space for the Nelspoort Local Sports Forum NPC to ensuring the safeguarding and promotion of Sports in Nelspoort and for the surrounding areas and communities, please do not hesitate Municipal Manager to contact us for more and or additional information, we will be looking forward to soon hear from your office.



**A JONKERS**

Executive Chairperson

Nelspoort Local Sports Forum NPC

C. 072 723 2858

C. 069 163 8328

Zimbra

elma@beaufortwestmun.co.za

---

**SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C: APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANISATION IN NELSPOORT.**

---

**From :** Nelspoort Local Sports Forum NPC <sportsdevelopment.nelspoort@gmail.com>

Mon, 26 May, 2025 01:37 pm

**Subject :** SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C: APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANISATION IN NELSPOORT.

 1 attachment

**To :** Derick Welgemoed <derickw@beaufortwestmun.co.za>, Valencia Godfrey <valenciag@beaufortwestmun.co.za>, Elma du Plessis <admin@beaufortwestmun.co.za>, Amos Makendlana <amos@beaufortwestmun.co.za>, Luzuko Nqotola <luzukon@beaufortwestmun.co.za>, Jo-Anne Abrahams <joannea@beaufortwestmun.co.za>, linda@beaufortwestmun.co.za


Office  
**Municipal Manager**  
**Beaufort West Municipality**

Office please see Attached communication for the Attention of the Municipal Manager.

Sporting Greetings,

**A Jonkers**  
Chairperson  
Nelspoort Local Sports Forum NPC

---

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267 KB

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THE ADMINISTRATOR



12332000

**BEAUFORT-WES/BEAUFORT WEST/BHOBHOFULO****Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager****Kanoor van Gemeenskapsdienste / Office of Community Services**

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**Verwysing  
Reference  
Isalathiso**

13/5/3

**Navrae  
Enquiries  
Imibuzo**

MC Tshibo

**Datum  
Date  
Uhmla**

17 June 2025

**Privaatsak/Private Bag 582****Faks/Fax 023 4148180****Tel 023-4148121**

Email mctshibo@beaufortwestmun.co.za

**c/o Plaza Road & Ngesi Street****BEAUFORT WES****BEAUFORT WEST****BHOBHOFULO****6970****MEMORANDUM TO THE DIRECTOR CORPORATE SERVICES**

**SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES:  
PHASE 1: AREA C APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE  
ROOM FOR SPORTS EQUIPMENT AS A SPORT PROMOTION ORGANIZATION IN  
NELSPOORT**

Your letter dated 02 June 2025, and a letter dated 23 May 2025 from Nelspoort Local Sport Forum NPC bears reference.

In attending to the request from Nelspoort Local Sport Forum NPC, I think it will be critical that a meeting with the sport forum is arranged in Nelspoort, so that we can establish their interest and needs, and how it is aligned to the protection and safekeeping of the sport facility.

I will further request that when we meet the sport forum, that I be accompanied by Director Luzuko Nqotola and Mr Petrus Strumpher. If you so approve, the meeting can be arranged in the next 14 days.

Thanking you.

**MC TSHIBO**  
**SENIOR MANAGER: COMMUNITY SERVICES**  
/f

SIRKULASE	OPDRAG
SAB	



13/5/3

**MUNICIPALITEIT – MUNICIPALITY – UMASIPALA-WASE  
BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOLO**

Kantoor van die Munisipale Bestuurder / Office of the Municipal Manager  
Departement Korporatiewe Dienste / Department Corporate Services

Rig essendief alle korrespondensie aan die Munisipale Bestuurder/Kindly address all correspondence to the Municipal Manager/Yonke balelwano  
mayithunyehwe kuMlawuli kaMasipala

**Verwysing**

Reference 13/5/3

Isalathiso

**Navrae**

Enquiries AC Makendiana

Imibuzo

**Datum**

Date 02 June 2025

Umhla

Privaatsak/Private Bag 582

Faks/Fax 023-4151373

Tel 023-4148181

E-pos / E-mail [admin@beaufortwestmun.co.za](mailto:admin@beaufortwestmun.co.za)

Donkinstraat 112 Donkin Street

BEAUFORT-WES

BEAUFORT WEST

BHOBHOFOLO

6970

**MEMORANDUM TO THE SENIOR MANAGER: COMMUNITY SERVICES**

**SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES:  
PHASE 1: AREA C APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE  
ROOM FOR SPORTS EQUIPMENT AS A SPORT PROMOTION ORGANIZATION IN  
NELSPOORT**

Please find herewith a letter dated 23<sup>rd</sup> May 2025 received from Nelspoort Local Sports Forum for your comments.

Please provide me with your comments on the content.

For your attention.

AC Makendiana

**DIRECTOR: CORPORATE SERVICES**

/las



SIRKULASIE		OPDRAG

~~7/1/11~~

14/5/2025

**NELSPOORT LOCAL SPORTS FORUM NPC**

29 Juliet Jonas Singel | Nelspoort | 6973  
 PO Box 137 | Loft End Avenue | Nelspoort | 6973  
 E. sportsdevelopment.nelspoort@gmail.com  
 C. 069 163 8328 / 072 723 2858 | F. 086 661 8661  
 \*\*C Reg. No.: 2021/620599/08

**Our Reference:** 1/5/2025  
**Ons Verwysing:**  
**Enquiries:** A Jonkers  
**Navrae:**

23 May 2025

Municipal Manager  
 Beaufort West Municipality  
 112 Donkin Street  
 Beaufort West  
 6970



MUNICIPAL MANAGER, **MR DEREK WELGEMOED**

**SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C: APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANISATION IN NELSPOORT.**

Municipal Manager we the Member (Executive Directors) of the Nelspoort Local Sports Forum NPC would like to apply for office space at the Upgraded Sport (Soccer/ Rugby Facilities) Clock Room Building as a Sport Development Organisation in and for Nelspoort. Municipal Manager in the past were there no organisation who mobilises Sport and Recreation in Nelspoort which could contribute to protect and safe guard the Property newly developed then for Sports and Recreation.

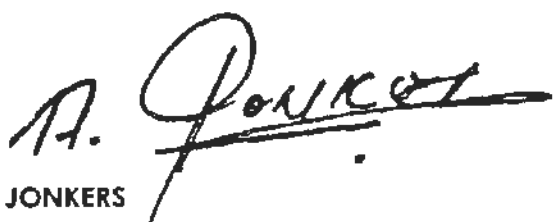
SIRKULASIE	OPDRAG
DKD.	



It would be our core focus and function to ensuring the safeguarding and protection of the Sport Facility that are currently upgraded for sport events etc. We are in communication with the Provincial Department of Cultural Affairs and Sport (DCAS) for Sporting and Recreational Equipment when the facility being launched for use during 2025.

At a Municipal Public Participation Meeting (IDP/ Budget) we requested the Beaufort West Municipality to assist with measures which could ensuring the safety and safeguarding of the currently upgraded facility, thank you Municipal Manager for the provisions thereof, many thanks we really appreciate the provisions made. We would further request Municipal Manager if it is possible for Budgetary Provisions of a dedicated Municipal Worker focussing on maintaining the infrastructure and facilities to keep it clean and safe during the work week, we would also be seeking EPWP Assistance from the Department of Cultural Affairs and Sport.

Municipal Manager this be a humble request for considering office space for the Nelspoort Local Sports Forum NPC to ensuring the safeguarding and promotion of Sports in Nelspoort and for the surrounding areas and communities, please do not hesitate Municipal Manager to contact us for more and or additional information, we will be looking forward to soon hear from your office.



**A JONKERS**

Executive Chairperson

Nelspoort Local Sports Forum NPC

C. 072 723 2858

C. 069 163 8328

Zimbra

elma@beaufortwestmun.co.za

**SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C: APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANISATION IN NELSPOORT.**

---

**From :** Nelspoort Local Sports Forum NPC <sportsdevelopment.nelspoort@gmail.com>

Mon, 26 May, 2025 01:37 pm

**Subject :** SCM 38/2024 UPGRADING OF NELSPOORT SOCCER/RUGBY FIELD AND FACILITIES: PHASE 1: AREA C: APPLICATION FOR OCCUPATION OF OFFICE SPACE AND STORE ROOM FOR SPORT EQUIPMENT AS A SPORT PROMOTION ORGANISATION IN NELSPOORT.

 1 attachment

**To :** Derick Welgemoed <derickw@beaufortwestmun.co.za>, Valencia Godfrey <valenciag@beaufortwestmun.co.za>, Elma du Plessis <admin@beaufortwestmun.co.za>, Amos Makendiana <amos@beaufortwestmun.co.za>, Luzuko Nqotola <luzukon@beaufortwestmun.co.za>, Jo-Anne Abrahams <joannea@beaufortwestmun.co.za>, linda@beaufortwestmun.co.za


Office  
**Municipal Manager**  
**Beaufort West Municipality**

Office please see Attached communication for the Attention of the Municipal Manager.

Sporting Greetings,

**A Jonkers**  
Chairperson  
Nelspoort Local Sports Forum NPC

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 **NLSF-NPC\_Corre\_1\_5\_2025\_Municipal\_Manager-Mr\_Derek\_Welgemoed\_B-West\_Mun\_Sports\_Promotion\_23\_May\_2025.pdf**  
267 KB

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THE ADMINISTRATOR



12332083

eurika@beaufortwestmun.co.za

Fwd: Building Plan\_Floor Plan\_Site Layout of the Facility

Wed, 02 Jul, 2025 07:41

Subject: Fwd: Building Plan\_Floor Plan\_Site Layout of the Facility

2 attachments

To: Eurika Chalmers &lt;eurika@beaufortwestmun.co.za&gt;

Goeiemore Eurika

Posboek asb epos en aanhangsel. Dankie.

Groete

Johanna Visagie

Senior Administrative Officer: Corporate Services - Beaufort West Municipality



Phone: 023 414 8193

Fax: +27 (0)23 414 8020

Web: <http://www.beaufortwestmun.co.za>

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From: "Ashley Mitchell" &lt;buildingcontrol@beaufortwestmun.co.za&gt;

To: "Johanna Visagie" &lt;johannav@beaufortwestmun.co.za&gt;

Cc: "Christopher Wright" &lt;manager.techservice@beaufortwestmun.co.za&gt;

Sent: Monday, 30 June, 2025 10:57:32 AM

Subject: Re: Building Plan\_Floor Plan\_Site Layout of the Facility

Middag

Vind aangeheg soos versoek.

Groete

Ashley Mitchell

Senior Building Control Officer - Beaufort West Municipality

SIRKIN	SPDRAG
SAB	

Phone: +27 (0)23 414 8148

Fax: +27 (0)23 415 2811

Web: <http://www.beaufortwestmun.co.za>

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system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

From: "Johanna Visagie" <johannav@beaufortwestmun.co.za>  
To: "Ashley Mitchell" <buildingcontrol@beaufortwestmun.co.za>  
Cc: "Christopher Wright" <christopher@beaufortwestmun.co.za>  
Sent: Monday, 30 June, 2025 08:29:58  
Subject: Building Plan\_Floor Plan\_Site Layout of the Facility

13/5/3

Good Morning Mr. Mitchell

The abovementioned matter, refers.

Attached, hereto please find a memorandum dated 17 June 2025 received from the Senior Manager: Community Services and a letter dated 23 May 2025 received from Nelspoort Local Sport Forum NPC, which is self-explanatory.

Kindly provide this office with a building plan floor plan site layout of the facility.

Kind Regards

Johanna Visagie  
Senior Administrative Officer: Corporate Services - Beaufort West Municipality

Phone: 023 414 8193  
Fax: +27 (0)23 414 8020  
Web: <http://www.beaufortwestmun.co.za>

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Beaufort Wes het n water krisis. Water is n kosbare bron. Kom ons spaar saam.

Beaufort West has a water crisis. Water is a precious resource. Lets save water.

I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.

Beaufort Wes het n water krisis. Water is n kosbare bron. Kom ons spaar saam.

Beaufort West has a water crisis. Water is a precious resource. Lets save water.

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Beaufort West has water crisis. Water is a precious resource. Lets save water.  
I bhobhofolo inengxaki yokunqaba kwamanzi. Masiwasebenzise ngononophelo.

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**Nelspoort sportgronde erf 48.pdf**

2 MB



**NELSPOORT SPORTVELD.pdf**

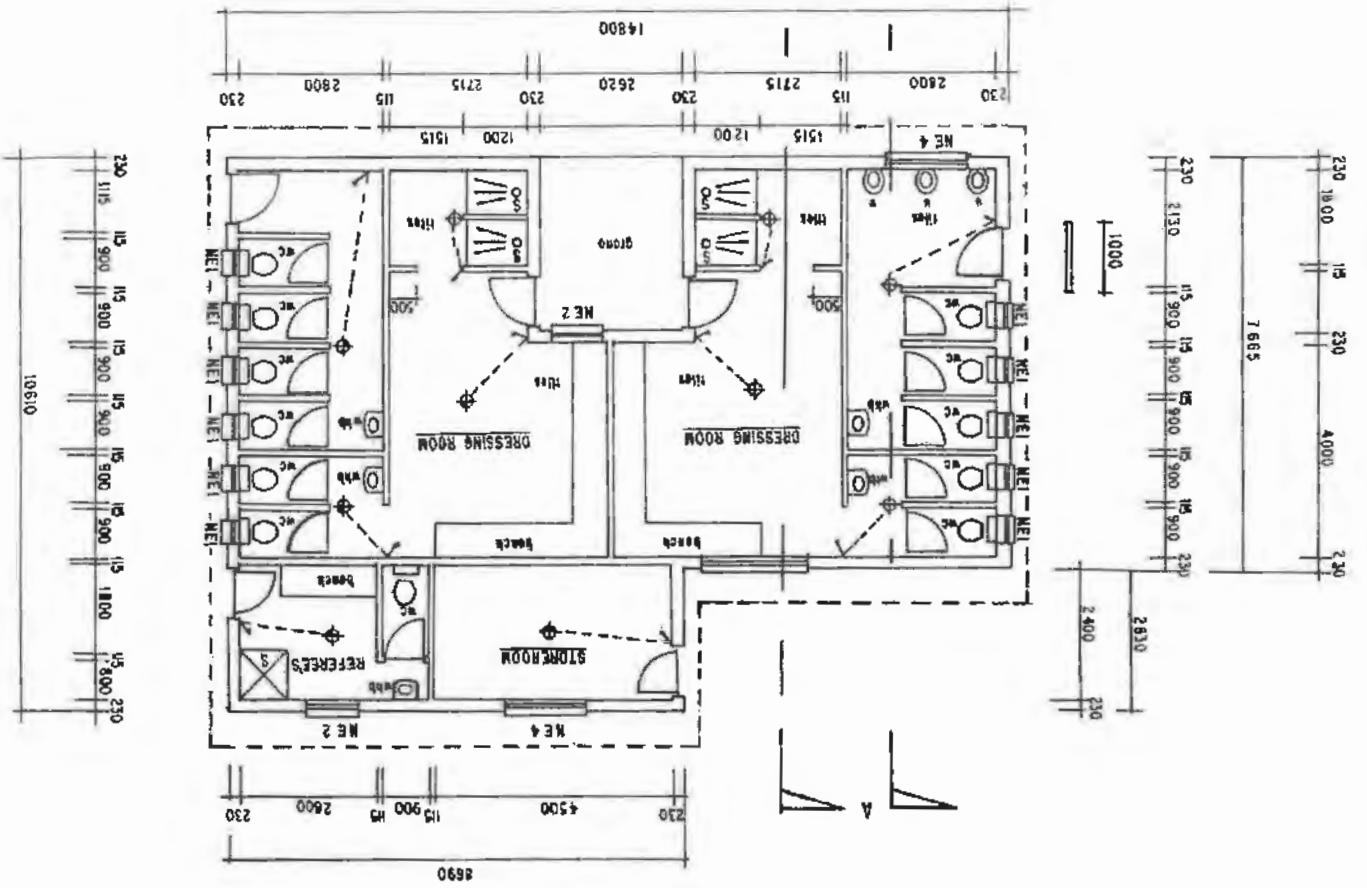
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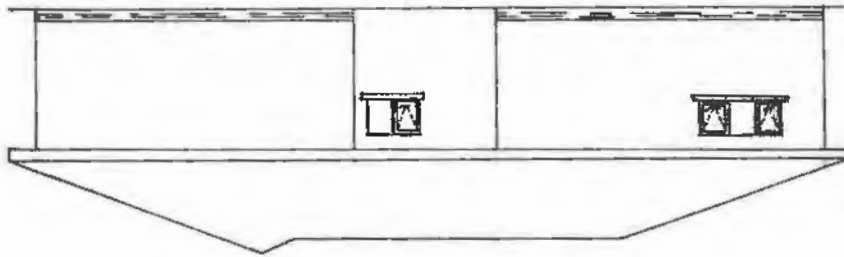




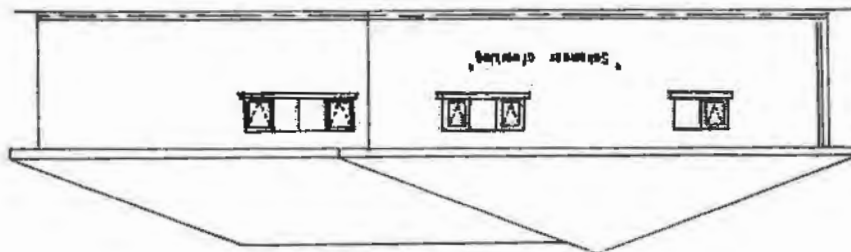
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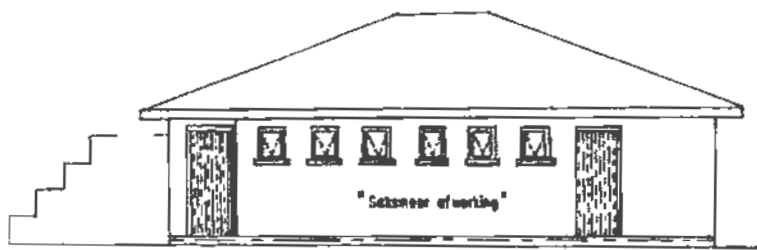


FRONT ELEVATION  
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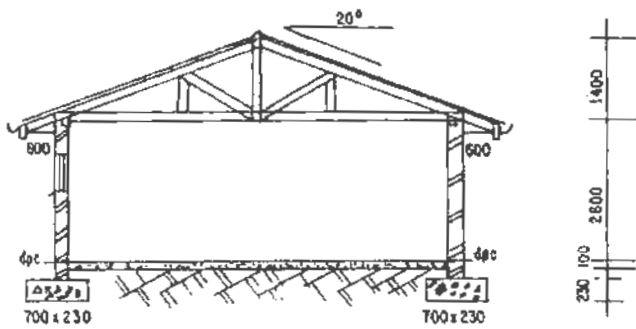
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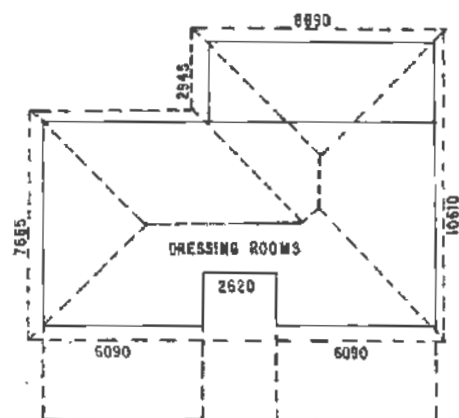
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SECTION AA

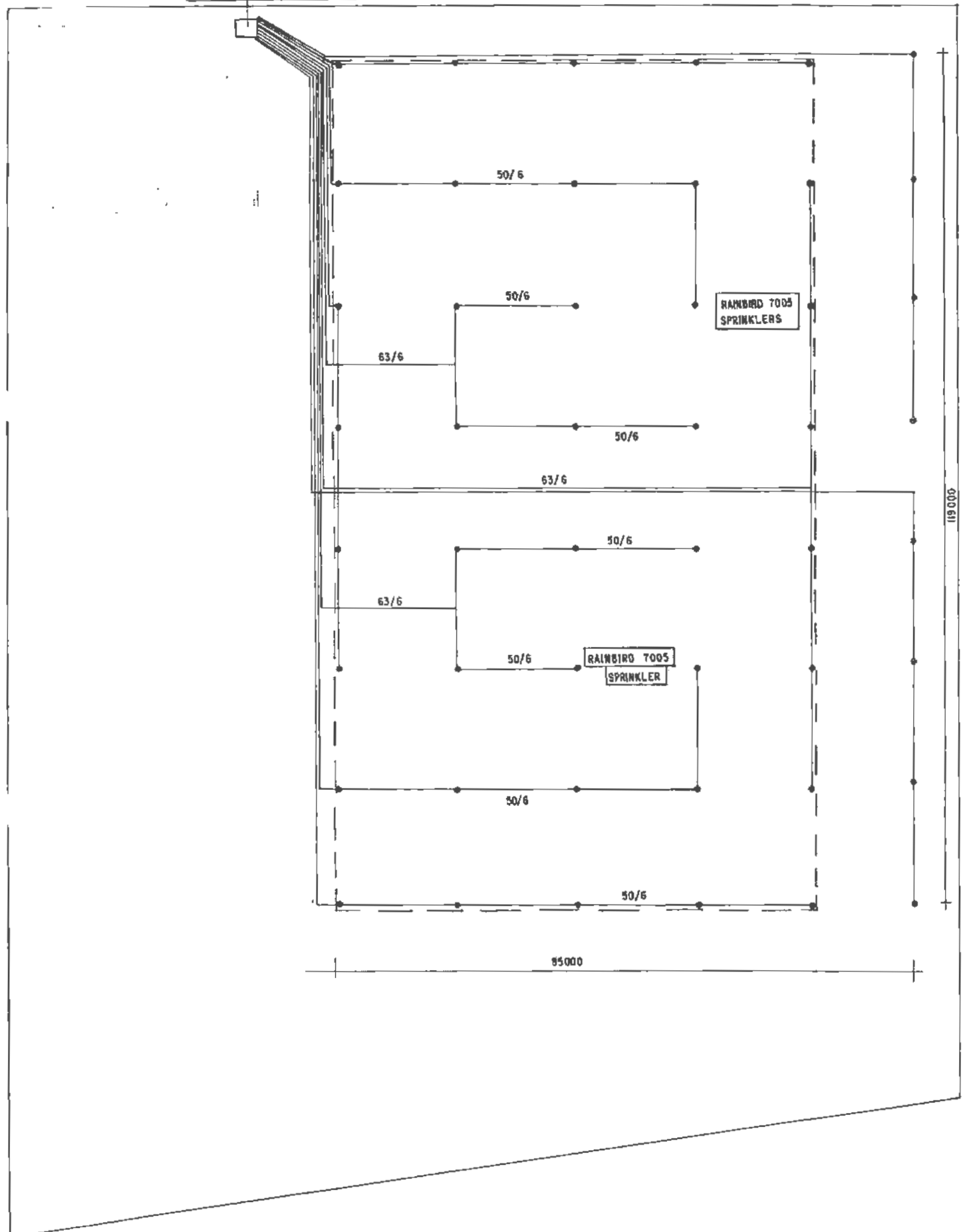
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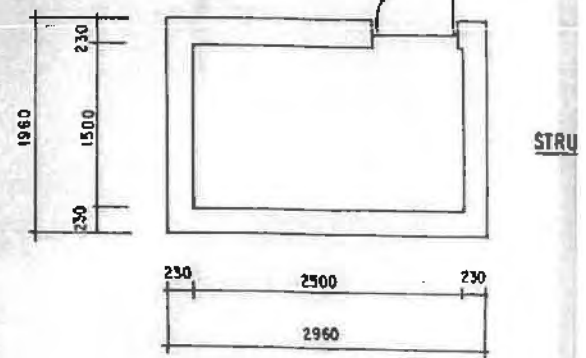
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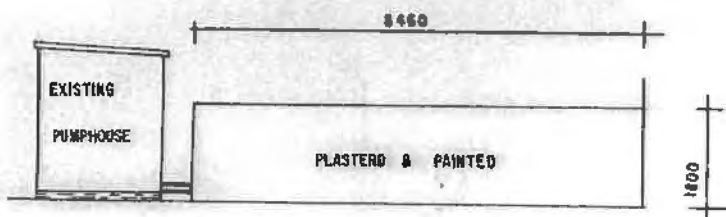
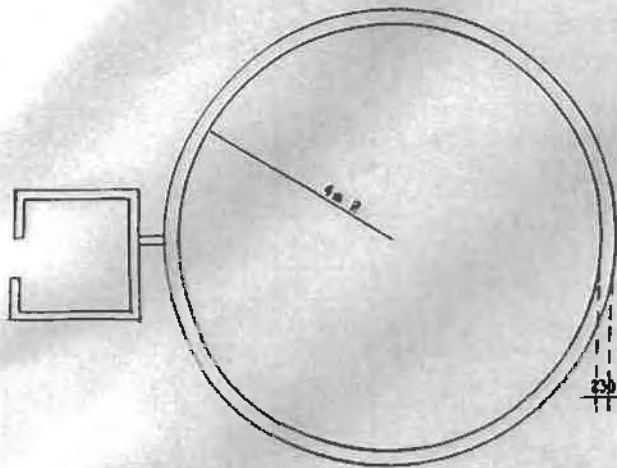
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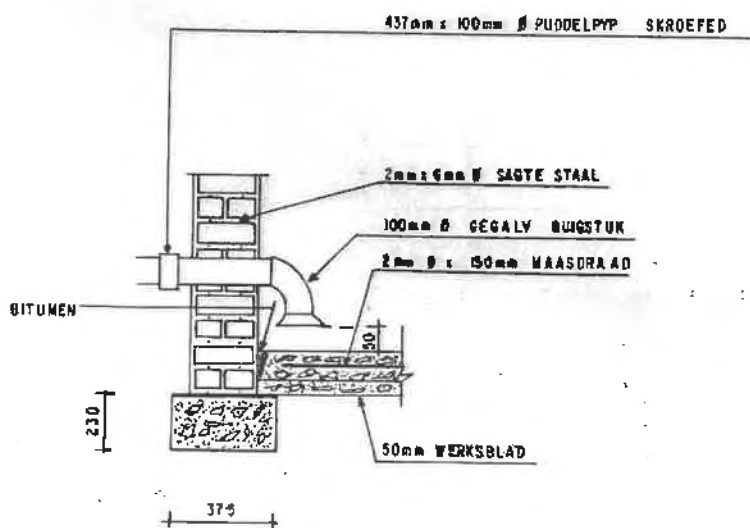


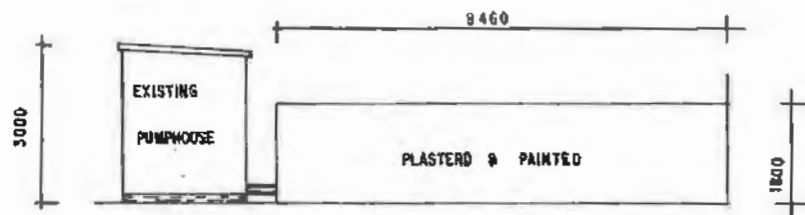


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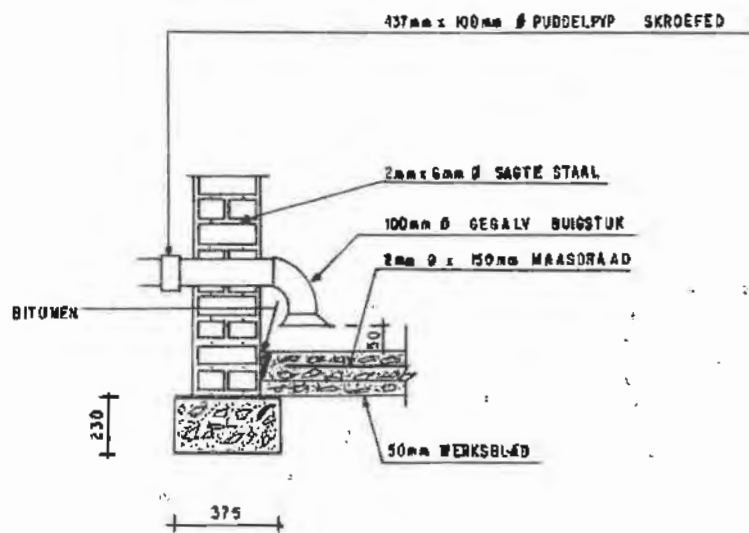


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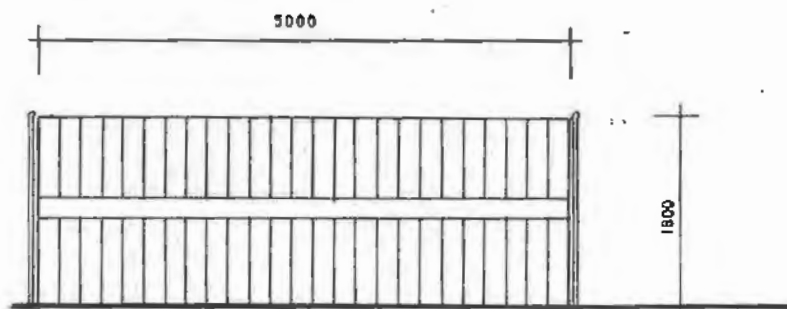




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SKAAL 1:100



DAM SNIT  
SKAAL 1:20



ENTRANCE GATE

(SEE DETAIL DRWG)  
J17D/A3

SKAAL 1:50

WYSIGING

PARA DATUM

0 20 40 60 80 100

100 mm OP DOERSPRONKLIKE

**Minutes of a Standing Committee: Corporate Services, Human Resources Women & Youth Committee meeting**

held in the **Council Chambers, 15 Church Street** on **Monday, 09 June 2025**

at

**10:01**

**Present:**

**Councillors:**

AM Slabbert [**Chairperson**], S Essop (*attends virtually*), E Links, S Jooste, SM Meyers, LV Piti

**Absent:**

GJ Duimpies (*Sick leave*) and Councillor S Jooste (*no apology*)

**In Service:**

**Human Resource Manager:** [S Pietersen-Philander], **Manager: Libraries** [N January], **ICT Manager:** [S Nombila], **Coordinator: Thusong Centre: Beaufort West** [R Maans], **Coordinator: Thusong Centre: Murraysburg** [A Sopete] (*attends virtually*), **Senior Clerk: Committees** [P. Mpofu] and **HR: Intern** [CJ Prince]

**Absent:**

**Director: Corporate Services** [AC Makendlana]

**1. OPENING AND WELCOMING**

The Chairperson welcomes all the committee members and Administration present in the meeting and opens the meeting with a prayer.

**2. APOLOGIES**

Councillor GJ Duimpies (*Sick leave*)

**3. FEEDBACK: ATTENDANCE OF WORKSHOPS, SEMINARS, ET CETERA**

4/4/2

The Manager: Libraries, informs the committee on the Support to School Libraries seminar he attended and highlighted that the library assistant position in Murraysburg is still vacant and have requested from Financial Department to budget for the position. Furthermore, the Manager Libraries informs the committee that Mr. R Eland confirms that at this point, there is no provision made to fill in the vacant position.

The committee requests that the Manager: Financial Administration, Mr R Eland be called to come and explain the committee on why the Library position is not budgeted for.



The Manager: ICT, briefs the committee on the SALGA Working Groups seminar she attended along with Councillor E Links. Furthermore, the Manager: ICT informs the committee that she wrote an memorandum to the Executive Mayor and the Municipal Manager regarding the benchmarking to Council for approval.

The Coordinator: Thusong Centre: Beaufort West briefs the committee that he and the Coordinator: Thusong Centre: Murraysburg attended the Thusong Prevention Forum in Mosselbay. In addition, the Coordinator: Thusong Centre: Beaufort West, informs the committee about the monies that is made available for Murraysburg Thusong Centre for maintenance and economic programmes/projects.

The Coordinator: Thusong Centre: Beaufort West, informs the committee that a business plan for maintenance for the Beaufort West Thusong Centre must still be compile.

Councillor SM Meyers suggest that the committee do an in loco-inspection in Murraysburg Thusong Centre. Furthermore, that the Director: Corporate Services and the Acting Director: Financial Services be asked to make sure that monies be spend and that the committee engage with Province in this regard.

The Manager: Human Resource brief the committee on the seminar she attended.

**NOTED**

#### **4. RADIO GAMKALAND**

9/2/2

**dcs**

Councillor SM Meyers seconded by Councillor E Links recommended as follows:

That Radio Gamka be given one last chance to meet with the committee on a virtual platform or in person.

#### **5. ICT MONTHLY REPORT: FEBRUARY 2025**

2/7/1

**dcs**

The ICT Manager gives a detailed update on the report and informs the committee that the IT Intern interviews are scheduled for the upcoming weeks. Furthermore, the ICT Manager, adds that the status progress is at 99%.

Councillor SM Meyers seconded by Councillor E Links

**RECOMMENDED**

That the ICT Monthly Report for February 2025, March 2025 and April 2025 be accepted and approved.

The Manager: Financial Administration, Mr R Eland joins the meeting to brief the committee in relation to the vacant library position.

The Chairperson briefs the Manager: Financial Administration on why he was requested to come to the meeting. Furthermore, the Chairperson asks Manager: Financial Administration why the vacant library position cannot be filled although the funds is available.

The Manager: Financial Administration explains to the committee that SARS issued an directive regarding VAT. Furthermore, the Manager: Financial Administration informs the committee that the allocated funds from Province is made available for vacant library positions and that VAT is not included.

The Manager: Financial Administration deliberates that when SARS deducts the VAT the funds is not sufficient for the duration of the financial year.

The Manager: Financial Administration draws the attention of the committee by informing all that the vacant library post is not of the organogram. Furthermore, explains that once the VAT issue is solved that there will be funds available to ensure that the library position be filled.

Councillor SM Meyers, asks what is the communication between the Beaufort West Municipality and Provincial Treasury in terms of the usage of the allocated grants.

The Manager: Financial Administration, informs the committee that if the funds is rolled over Council must accept the assignment. Furthermore, states that when the VAT matter is resolve between Provincial and the municipality in terms of who is responsible for the paying of the VAT.

Councillor SM Meyers is of the opinion that a meeting be scheduled between the Director: Corporate Services, Manager: Libraries, Manager: Financial Administration with Provincial Treasury to discuss the pertaining matter.

At this point in time being 10:49, the Chairperson adjourn the meeting to resume at 14:00 reason being that there is another engagement that the Councillors must attend.

At the **resumption** of the **Standing Committee: Corporate Services, Human Resources Women &**

**Youth Committee Meeting**

held in the Council Chambers, 15 Church

Street, Beaufort West

on **Monday, 09 June 2025** at **14:06**, the following are:

**Present:**

**Councillors:**

AM Slabbert [**Chairperson**], S Essop (*attends virtually*), E Links, S Jooste, SM Meyers, LV Piti

**In Service:**

Human Resource Manager: [**S Pietersen-Philander**], Manager: Libraries [**N January**], Coordinator: Thusong Centre: Beaufort West [**R Maans**], (*attends virtually*), Senior Clerk: Committees [**P. Mpofo**] and HR: Intern [CJ Prince]

**Absent:**

ICT Manager: [**S Nombila**]

**6. DRAFT: CONSTITUTION: JUNIOR COUNCIL FOR BEAUFORT WEST MUNICIPALITY YOUTH COUNCIL (BWMYC)**

3/1/3

The committee recommended that the draft constitution for the Youth Council be accepted and approved subject that the minutes be submitted at the Council meeting for notification.

**NOTED**

**7. MONTHLY REPORT: PUBLIC PARTICIPATION: MARCH 2025**

3/2/2/1/6

The committee takes note of the Public Participation Monthly Report for March 2025 attached as **Annexure 026 to 028** of the agenda.

**NOTED**



## 8. **CERTIFICATION AND SPECIAL AWARD CEREMONY**

4/4/3

The Committee recommended that the chairperson and the Director: Corporate Services engage in order to determine the dates to do the handover of the certificates.

**NOTED**

## 9. **HUMAN RESOURCES REPORT: FEBRUARY AND MARCH 2025**

8/1/1/2/1

The Manager: Human Resource briefs the committee on the reports.

Councillor SM Meyers asks how far the payment process with COIDA is, which the Manager: Human Resources responded that 20% have been paid and that the municipality is still in process with the payments.

The Manager Human Resource, informs the committee that the budgeted vacant position was submitted to the cashflow committee as a presentation, which the committee took note of.

Councillor SM Meyers seconded by Councillor E Links recommended as follows:

- 9.1 That a final warning be given to the employees in relations to the submitting of required documentations for verification of the Skills Audit.
- 9.2 That the Monthly reports for February 2025, March 2025 and April 2025 be accepted and approved.
- 9.3 That a Special Standing Committee be held with all Managers regarding Occupational Health and Safety.

## 10. **BEAUFORT WEST: THUSONG SERVICE CENTRE: QUARTERLY REPORT FOR: JANUARY AND FEBRUARY 2025**

10/3/3/5/10

The Beaufort West Thusong Coordinator briefs the meeting regarding the Monthly Report for the period October 2024, November 2024, January 2025 and February 2025, in addition highlighted to the committee that the Radio Gamakland space office is still vacant.

**RECOMMENDED**

That the Monthly Reports for the period of October 2024, November 2024, January 2025 and February 2025 be accepted and approved.

- 11. BEAUFORT WEST THUSONG SERVICE CENTRE: MONITORING AND EVALUATION REPORT FOR OCTOBER AND NOVEMBER 2024**  
10/3/3/5/10

Item 11 is concluded with item 10

**NOTED**

- 12. MURRAYSBURG THUSONG SERVICE CENTRE: QUARTERLY REPORT FOR THE PERIOD: OCTOBER UNTIL DECEMBER 2024**  
10/3/3/5/10

The Murraysburg Thusong Centre Coordinator, briefs the committee on the Quarterly Report for the period of October 2024 and December 2024 and the Monitoring and Evaluation Report for the period of November 2024, December 2024, February 2025, March 2025 and April 2025.

Councillor SM Meyers seconded by Councillor E Links recommended that a full comprehensive report be submitted by the Thusong Centre Coordinator in the next Standing Committee: Corporate Services, Human Resources Women & Youth Committee meeting.

- 13. MURRAYSBURG THUSONG SERVICE CENTRE: MONITORING AND EVALUATION REPORT FOR NOVEMBER 2024, DECEMBER 2024 AND FEBRUARY 2025**  
10/3/3/5/10

Item 13 is concluded in item 12

**NOTED**

- 14. MONTHLY REPORT LIBRARIES: JANUARY & FEBRUARY 2025**  
14/7/1/1

The Manager: Libraries brief the committee on the Monthly Reports for the period of January 2025 until April 2025.

After an in-depth brief by the Manager: Libraries the committee:

### **RECOMMENDED**

That the Monthly Reports for the period of Attached as **Annexure 127 to 133** is the Monthly Report for the period of January 2025 until April 2025 be accepted and approved.

**15. DRAFT: WESTERN CAPE PUBLIC LIBRARY SERVICES BILL**  
14/7/B

Councillor SM Meyers seconded by Councillor LV Piti;

**RECOMMENDED**

That the Draft Western Cape Public Library Services Bill attached as **Annexure 134 to 177** of the agenda be accepted and approved.

**16. NOTICE: PROVINCIAL WORKING GROUP MEETING**  
10/3/2/3/4

**NOTED**

**1<sup>st</sup> ADDENDUM-MINUTES STANDING COMMITTEE: CORPORATE SERVICES, HUMAN RESOURCE, YOUTH AND WOMEN**

**17. ICT MONTHLY REPORT: MARCH 2025, APRIL 2025 AND MAY 2025**  
2/7/1

Item 17 is concluded with item 5.

**NOTED**

**18. HUMAN RESOURCES REPORT: APRIL 2025**  
3/2/2/1/3

Item 18 is concluded with item 9.

**NOTED**

**19. AUTHORIZATION AND STAKEHOLDERS SUPPORT DECLARATION**  
4/4/1

**RECOMMENDED**

19.1 That the committee takes note of the signed WSP attached as **Annexure 274 to 275** of the agenda.

19.2 That the committee grants permission for the final submission of the WSP.



Minutes: Continuation Standing Committee: Corporate Services,  
Human Resources, Youth and Women Committee: Monday, 09 June  
2025 at 10:01

**20. MONTHLY REPORT: OVERTIME, STANDBY, NIGHT AND SHIFT ALLOWANCES:  
JANUARY, FEBRUARY AND APRIL 2025**

4/6/1/3;8/1/1/2/3

The committee takes note of the Monthly Report: Overtime, standby, night and shift allowances for the period of January, February and April 2025 attached as **Annexure 276 to 278** of the agenda.

**NOTED**

**21. DEPARTMENTAL SDBIP :2025/2026**

5/1/4

Councillor SM Meyers seconded by Councillor LV Piti as follows:

**RECOMMENDED**

That the Corporate Services Department SDBIP attached as **Annexure 279 to 281** of the agenda be approved and accepted and be referred to Council for final endorsement.

**22. MURRAYSBURG THUSONG SERVICE CENTRE: MONITORING AND EVALUATION  
REPORT FOR MARCH AND APRIL 2025**

10/3/3/5/10

Item 22 is concluded in item 12

**NOTED**

**23. MONTHLY REPORT LIBRARIES: MARCH & APRIL 2025**

14/7/1/1

Item 23 is concluded with item 23.

**NOTED**

**24. UPGRADE OF KWA-MANDLENKOSI LIBRARY OVERSIGHT VISIT**

**NOTED**

**25. VOTE OF THANKS**

The chairperson thanked everyone for attending the meeting and indicated that the committee members will do an oversight visit at the Kwa Mandlenkosi Library.

6

Minutes: Continuation Standing Committee: Corporate Services,  
Human Resources, Youth and Women Committee: Monday, 09 June  
2025 at 10:01

## 26. ADJOURNMENT

Meeting adjourned at **10:56**

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_ 2025

---

Councillor AM Slabbert  
**[Chairperson]**