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Notice is hereby given that an **ORDINARY MEETING** of the **MUNICIPAL COUNCIL** of Knysna Municipality will be held in the **COUNCIL CHAMBER, Clyde Street, Knysna on THURSDAY, 30 JANUARY 2014** at **09:00** to consider the business set forth in the attached agenda.

Kennis geskied hiermee dat 'n **GEWONE VERGADERING** van die **MUNISIPALE RAAD** van Knysna Munisipaliteit in die **RAADSAAL, Clydestraat, Knysna** op **DONDERDAG, 30 JANUARIE 2014** om **09:00** gehou sal word ten einde sake soos uiteengesit in die aangehegte agenda te oorweeg.

Isaziso **SENTLANGANISO EQHELEKILEYO** ye**BHUNGA** lika**MASIPALA** waseKnysna eyakubanjelwa **KWIGUMBI LEKHANSILE** kwisitalato **iClydee, Knysna** lentlanganiso iyakuba **NGOLWESINE, NGE 30 JANUWARI 2014** ngentsimibi ye **09:00** umba iyakuba lushishino oluchazwekwi agenda.

CLLR M WASSERMAN

The Speaker
Die Speaker
Usomlomo

B ELLMAN

Acting Municipal Manager
Waarnemende Munisipale Bestuurder
Umanejala Kamasipala obambileyo

Date: 24 January 2014

TABLE OF CONTENTS

1.	Opening and Welcoming	3
2.	Silent Prayer	3
3.	Code of Conduct:	
	3.1 Noting of the provisions of code of conduct for Councillors	
	3.2 Disclosure of Interests	
4.	Attendance of members:	3
	4.1 Councillors Present	
	4.2 Councillors absent with Leave	
	4.3 Councillors absent without Leave	
5.	Introduction of newly appointed staff	3
6.	Confirmation and adoption of the minutes	
	6.1 Ordinary Municipal Council meeting: 28 November 2013	5
	6.2 Special Council: Motion of Condolences: 6 December 2013	66
	6.3 Special Municipal Council Meeting: 12 December 2013	73
7.	Reports and Communication by the Executive Mayor	83
8.	Recommendations from the Executive Mayor:	
	8.1 Mayoral Committee meeting: 23 January 2014	84
9.	Reports:	
	9.1 Eden District Municipality	91
	9.2 Speaker	91
	9.3 Changes in Ward Committee membership	92
	9.4 Update on the Water Situation	95
10.	Urgent Matters	95
11.	Items in Committee	95
12.	Closure	95

A G E N D A

1. **OPENING AND WELCOMING**

2. **SILENT PRAYER**

3. **CODE OF CONDUCT**

3.1 **THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 2000**

3.2 **DISCLOSURE OF INTERESTS BY COUNCILLORS**

4. **ATTENDANCE OF MEMBERS**

4.1 **COUNCILLORS PRESENT**

4.2 **COUNCILLOR WITH LEAVE**

4.3 **COUNCILLORS WITHOUT LEAVE**

5. **INTRODUCTION OF NEWLY APPOINTED STAFF**

Corporate Services

The following new appointment was made during December 2013:

Mr D Paulsen Labour Relations Officer

Community Services

The following new appointments were made during December 2013 and January 2014:

Mr M D Mortlock Tractor Driver: Parks (Sedgefield)
Ms P Nxayi General Assistant: Street Cleaning

Financial Services

The following new appointments were made during December 2013 and January 2014:

Mr G Avery	Credit Controller
Ms F Kruger	Manager: Expenditure (Supply Chain Management)
Ms A Sunkar	Manager: Budget Office
Ms L Spies	Administration Assistant: Income
Ms L Songqengqe	Administration Assistant: Income

Electro-technical Engineering department

The following new appointment was made during January 2014:

Mr L Williams	Technical: Electrical Engineering
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Planning & Development

The following new appointments were made during January 2014:

Mr M C Penxa	Manager: Integrated Human Settlements
Mr R Pedro	Building Inspector

Technical Services

The following new appointments were made during December 2013 and January 2014:

Mr C Dixon	Plant Operator: Water Purification
Ms VA Ketile	Supervisor: Sewerage Purification

6. CONFIRMATION AND ADOPTION OF MINUTES OF THE MUNICIPAL COUNCIL

6.1 Ordinary Municipal Council meeting: 28 November 2013

RECOMMENDATION OF THE MUNICIPAL MANAGER

That the minutes of the Ordinary Council meeting held on 28 November 2013, be approved.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF AN ORDINARY MEETING
OF THE
MUNICIPAL COUNCIL OF KNYSNA LOCAL MUNICIPALITY
WHICH WAS HELD ON
Thursday, 28 November 2013
At 09:00
In the Municipal Council Chamber

COUNCILLORS IN ATTENDANCE

Speaker, Cllr Wasserman, M [DA]
Executive Mayor, Cllr Wolmarans, G [DA]
Executive Deputy Mayor, Cllr Edge, ED [DA]

Cllr Barrell, R [DA]
Cllr Dawson, RA [DA]
Cllr De Vries, S [ANC]
Cllr M Dyantyi [ANC] *(from 9:05)*
Cllr Gombo, TME [ANC]
Cllr Grootboom, IWJ [DA]
Cllr Hart, LM [DA]
Cllr Litolli, WN [ANC] *(from 9:05)*
Cllr Lizwani, M [ANC]
Cllr Nayler, T [DA]
Cllr Nkam, PP [ANC]
Cllr Sopeki, N [Independent]
Cllr Tyokolo, B [DA]
Cllr Van Aswegen, EO [COPE]
Cllr Williams, M [DA]
Cllr Witbooi, CK [ANC]

OFFICIALS IN ATTENDANCE

Lauren Waring	Municipal Manager
Ellman, B	Director: Corporate Services
Easton, G	Director: Financial Services
Maughan-Brown, M	Director: Planning and Development
Rhode, M	Director: Technical Services
Adonis, D	Director: Community Services
Richardson, L	Town Electro-technical Engineer
Mattheus, C	Manager: Administration
Paulsen, M	Manager: Legal Services
Tyelela, G	Manager: Human Resources
Smit, H	Manager: Town Planning & Building Control
Bezuidenhout, C	Manager: Communications and Customer Relations
Lakay, J	Manager: Council Committees and Councillor Support
Scholtz, A	Communications Officer
Mtwa, S	Committee Officer

AUDIT COMMITTEE

Metelerkamp, N Chairperson: Audit Committee

1. **WELCOMING ADDRESS BY THE SPEAKER**

The Speaker welcomed Councillors, officials and members of the public to the meeting.

2. **PRAYER**

The Speaker requested that all present take a 30 second moment of silence to open the meeting.

3. **CODE OF CONDUCT**

3.1 **THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 2000 [ACT 32 OF 2000]**

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government Municipal Systems Act, 2000.

RESOLVED

That the Code of Conduct for Councillors be noted.

3.2 **DISCLOSURE OF INTERESTS BY COUNCILLORS**

RESOLVED

That it be noted that no member of the Municipal Council declared any interest in any item on the Agenda

4. **COUNCILLORS: ABSENT**

- **WITH LEAVE**

None

- **WITHOUT LEAVE**

None

4A **PRESENTATIONS**

1. Kudzai Sibanda, a scholar from Concordia High school, delivered the speeches he made in the Anglo American Orator Competition 2013 for which he won second place.
2. Presentation regarding Vehicle Testing Station.

The Speaker requested that all other officials and public members be excused in order for an In Committee presentation. (***Refer to item 12.1[IC]***)

Mr P Allwright made a 30 minute presentation on his investigation on the certification of vehicles for roadworthiness at the Knysna Municipality's Vehicle Testing Station and questions were entertained.

At 10:15 the officials and the public were called back into the Council Chamber and the meeting continued.

5. **CONFIRMATION AND ADOPTION OF MINUTES OF THE MUNICIPAL COUNCIL**

- 5.1 Ordinary Municipal Council meeting: 26 September 2013.

On proposal by Cllr E Van Aswegen, seconded by the Executive Mayor it was

RESOLVED

- [a] That the minutes of the Ordinary meeting of Council held on 26 September 2013, be confirmed and adopted as a true reflection of the proceedings subject to the following:

- [i] That in item 5. CONFIRMATION AND ADOPTION OF MINUTES OF THE MUNICIPAL COUNCIL, the amendment made in the minutes of the Special Council meeting held on 30 August 2013, item 5.3 [a][ii] be deleted;
- [ii] That in item CMG08/08/13 the postscript be amended to read as follows :

“Cllr Van Aswegen requested that COPE’s vote against [b] in the above resolution be recorded.”
- [iii] That in item CMC06/09/13 the first line in the first paragraph in the preamble, the words “...seconded by the Speaker” be deleted;
- [iv] That in item CM05/09/13, the words “*Cllr Van Aswegen’s vote on behalf of COPE against the resolution be recorded.*” be added as a postscript and not as part of the preamble;
- [v] That in item 9.3 [b] be amended to read as follows:

“That Council note that Mr Lwayipi has passed away and that Mr Lwayipi thus be removed as a member of the Ward Committee;”
- [vi] That a new 9.3[c] be added to read:

“That Mrs Linda Michaels, Mr Edward Donson, Mrs Marveen Charles and Mr Peter Du Plessis be removed as members of the Ward Committees;” and that the numbering of the resolutions that follow be amended accordingly;
- [vii] That in item 9.3 the new [e] as mentioned above, the wording be amended to read: “That the Administration take the necessary steps to remove the persons in [b] and [c] above from the payroll system;”.

6. **INTRODUCTION OF NEWLY APPOINTED STAFF**

The Speaker requested that in future the item with regard to the INTRODUCTION OF NEWLY APPOINTED STAFF be dealt with before the adoption of the minutes.

• **25 YEARS OF SERVICES**

The Executive Mayor congratulated Mr W J McCartney for 25 years of excellent service to the Municipality and Community.

Community Services

The Director: Community Services, D Adonis, introduced the following new appointees in the Community Services directorate who were appointed in October 2013:

Mr M Nyibi	Small Plant Operator- Parks
Mr C America	Small Plant Operator- Parks
Ms L Smith	Development Officer: Social Services
Mr PS Bungane	General Worker -Cleansing
Mr. B Jaftha	General Worker - Cleansing

Financial Services

The Director: Financial Services, G Easton, introduced the following new appointee in the Financial Services directorate who was appointed in October 2013:

Ms ML Maritz	GIS Technician
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Electro-technical Engineering department

The Electro-technical Engineer, L Richardson, introduced the following new appointee in the Electro-technical Engineer directorate who was appointed in October 2013:

Mr W R King	Electrician
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Planning & Development

The Director: Planning & Development, M Maughan-Brown, introduced the following new appointee in the Planning & Development directorate who was appointed in October 2013:

Mr J H Smit	Manager: Planning and Building Control
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Corporate Services

The Director: Corporate Services, B Ellman, introduced the following new appointees in the Corporate Services directorate who were appointed in October 2013:

Ms S Pretorius
Ms M Botha

Chief Clerk: Human Resources
Intern: Legal Services

Technical Services

The Director: Technical Services, M Rhode, introduced the following new appointee in the Technical Services directorate who was appointed in October 2013:

Mr S J Nathanson

General Assistant: Buildings

7. **REPORTS & COMMUNICATIONS BY THE EXECUTIVE MAYOR**

RESOLVED

That the concise report of the Executive Mayor regarding the exercise of her functions and duties from 26 September 2013 – 28 November 2013, be noted.

File Number: 4/1/2/1

Execution: Municipal Manager

8.1 **REPORT: EXECUTIVE MAYOR: 24 OCTOBER 2013**

The Executive Mayor pointed out that Councillor Grootboom's surname is misspelled in item 2.1 on page 55 and in item 8.1 on page 81 of the of the Agenda.

CMG01/10/13 **MONTHLY REPORT FROM DIRECTOR: CORPORATE SERVICES**

Director: Corporate Services [Human Resources]

RESOLVED

That the monthly report for September 2013 received from the Director Corporate Services [Human Resources] be noted.

File Number: 9/1/2/9

Execution: Director Corporate Services

Manager: Human Resources

CMG02/10/13 **MONTHLY REPORT: MUNICIPAL MANAGER [COMMUNICATION AND CUSTOMER RELATIONS]**

Municipal Manager

RESOLVED

That the monthly report for August 2013 received from the Municipal Manager [Communication and Customer Relations] be noted.

File Number: 4/1/2/1

Execution: Municipal Manager

Manager: Communication and Customer Relations

CMG03/10/13 **MONTHLY REPORT: PLANNING AND DEVELOPMENT [LOCAL ECONOMIC DEVELOPMENT]**

Director: Planning and Development [Local Economic Development]

RESOLVED

That the monthly report for August 2013 received from the Director: Planning and Development [Local Economic Development] be noted.

File Number: 9/1/2/13

Execution: Director Planning and Development
Manager: Local Economic Development

CMG04/10/13 **PUBLIC PARTICIPATION MONTHLY REPORT: AUGUST 2013**

Director: Corporate Services [Public Participation]

RESOLVED

That the monthly report for August 2013 received from the Director: Corporate Services [Public Participation] be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Public Participation

CMG05/10/13 **MONTHLY REPORT: CORPORATE SERVICES [LEGAL SERVICES]**

Director: Corporate Services [Legal Services]

RESOLVED

That the monthly report for September 2013 received from the Director: Corporate Services [Legal Services], be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Legal Services

CMG06/10/13 **DETAILED CAPITAL BUDGET REPORT: 2013/2014 AS AT 31 AUGUST 2013**

Director: Finance [Budget Office]

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 31 August 2013, be noted.

File Number: 9/1/2/10

Execution: Director Finance
Manager: Budget Office

CMG07/10/13 **REVISION OF THE RULES OF ORDER**

Director: Corporate Services

RESOLVED

- [a] That the proposed amended Rules of Order, be noted;
- [b] That the proposed amended Rules of Order be submitted for discussion to a Workshop for all Councillors and relevant officials;
- [c] That Councillors and officials must bring their comments to the workshop to hasten the discussion process.

File Number: 3/2/7

Execution: Director: Corporate Services
Manager: Legal Services

CMF01/10/13 **ACTUAL DEVIATIONS FOR THE PERIOD 2013/14 FINANCIAL YEAR**

RESOLVED

That the report on the actual spend on deviations for the period 1 July 2013 to 31 August 2013, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services
Supply Chain Management Officer

CMF02/10/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 AUGUST 2013**

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 31 August 2013, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Budget Office

CMC01/10/13 **MONTHLY REPORTS: COMMUNITY SERVICES**

Director: Community Services

RESOLVED

That the following monthly reports for August 2013 and September 2013 received from the Director Community Services and Eden District Municipality respectively, be noted:

- [a] Libraries and Heritage
- [b] Safety and Security, Traffic, Licensing and Fire, Sport and Rescue and Social Services;
- [c] Waste Management
- [d] Parks and Recreation
- [e] Environmental Health

File Number: 9/1/2/5

Execution: Director Community Services
Managers: Waste Management
Parks and Recreation
Libraries and Heritage
Safety and Security
Traffic and Licensing
Fire and Rescue
Social Services
Eden District Municipality

CMC02/10/13 **EARLY CHILDHOOD DEVELOPMENT**

Director: Community Services

RESOLVED

That the presentation on Provincial Early Childhood Development (ECD) Strategy to SALGA on 14 August 2013, be noted.

File Number: 15/4/1

Execution: Director: Community Services
Manager: Library and Heritage

CMC03/10/13 **LIBRARY OPENING HOURS**
Director: Community Services

RESOLVED

- [a] That the report on Library Opening Hours be noted;
- [b] That the letters from SAMWU and IMATU, be noted;
- [c] That it be noted that Masifunde, Khayaletu and Rheenendal libraries will continue opening on Saturdays into posterity in line with the department's objective of increasing access to library facilities;
- [d] That it be noted that the opening hours of the Knysna library cannot be extended due to the inadequacy of resources, namely: additional Staff members, improved security arrangements, shift and transport allowances;
- [e] That it be noted that Smutsville library cannot be opened on Saturdays due to the shortage of Staff to man the library on Saturdays;
- [f] That the Director investigates the possibility of opening Smutsville and Karatara Libraries on Saturdays to ensure uniformity of Service delivery to all communities;
- [g] That the Director investigates the security risks at all the Libraries during Saturdays, especially at the Masifunde Library and report back to the committee.

File Number: 17/17/R

Execution: Director: Community Services
Manager: Library and Heritage

CMC04/10/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 AUGUST 2013**
Director: Community Services

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 31 August 2013, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

CMP01/10/13 **WATER CONSERVATION AND WATER DEMAND MANAGEMENT STRATEGY**

RESOLVED

- [a] That the contents of the report with regard to the Water Conservation and Water Demand Strategy, be noted; and
- [b] That the Water Conservation and Water Demand Management Strategy, **be approved.**

File Number: 9/1/2/1

Execution: Director: Technical Services
Manager: Water and Sewer

CMP02/10/13 **WATER SERVICES DEVELOPMENT PLAN (WSDP)**

RESOLVED

- [a] That the contents of the report with regard to the Update Water Services Development Plan, be noted; and
- [b] That the Updated Water Services Development Plan (WSDP), for 2013-2014 financial year, **be adopted.**

File Number: 9/1/2/1

Execution: Director: Technical Services

CMP03/10/13 **MYOLI BEACH FOREDUNE: OWNERSHIP AND MANAGEMENT**

RESOLVED

- [a] That the following resolution to support the Beach and Dune Management Plan, 2005,(Dated 21 June 2005), be rescinded:

“8.11.27 PROPOSED ACTIVITIES ON MUNICIPAL ERF 1692, MYOLI BEACH, SEDGEFIELD AND RELATED FINANCIAL IMPLICATIONS

Town Planning [Environmental Co-ordinator]: 17/14/7/2

RESOLVED

(By the Mayoral Committee on 21 June 2005)

- [a] That the Myoli Beach: Beach and Dune Management Plan (2005) Report (Annexure I), be supported;*
- [b] That the implementation of the proposed Myoli Beach: Dune Rehabilitation and Management Project (Annexure II), be supported;*
- [c] That subject to the drawing up and signing of an agreement between the Knysna Municipality and the Myoli Beach Committee, the Dune Management Fund of R45813.65 in Vote 01 03 15 0200 52 be transferred into the current account of the Myoli Beach Residents Association Trust (Trust account details are to be provided to the Manager: Finance);*
- [d] That public shall have right of access via the existing public pathways over the foredune."*
- [b] That the resolution, as indicated in [a] above, to support implementation of the Myoli Beach: Dune Rehabilitation and Management Project (dated 21 June 2005) be rescinded;
- [c] That a portion of Erf 1692, (Myoli Fore Dune) be transferred to the South African National Parks who can then incorporate it into the Garden Route National Park which borders the site from the high water mark
- [d] That the Municipal Manager, be given authority to begin negotiations with the South African National Parks to give effect to (c) above;
- [e] That the costs of the transfer be borne by the municipality should the South African National Parks agree to the proposal;
- [f] That the Municipal Manager be given authority to investigate whether the monies transferred from the Knysna Municipal Dune Management had served the intended purpose and the recovery of any funds left;
- [g] That the agreement between the Knysna Municipality and the Myoli Beach Committee **be terminated.**

File Number: 9/1/2/13

Execution: Director: Planning & Development
Manager: Environmental Management

CMP04/10/13 **ERF 348, (NO. 348 DOLPHIN AVENUE), BRENTON ON LAKE PROPOSED RELAXATION OF BUILDING LINES**

RESOLVED

- [a] That the following correspondence be noted:
- (i) Application from S Ritky dated March 2013;
 - (ii) Comments from the Town Electro Technical Engineer;
 - (iii) Comments from the Director: Technical Services;
 - (iv) Objection letter from Mr. Fairweather dated 11 May 2013;
 - (v) Objection letter from Mr. Wattheu dated 12 May 2013;
 - (vi) Encroachment agreement dated 17 September 2013; and
 - (vii) Comment from the applicant dated 18 September 2013.
- [b] That the departure from the Section 8 Scheme Regulations (1988) in terms of section 15(1) (a) (i) of the Land Use Planning Ordinance (Ordinance 15 of 1985) for the relaxation of the Street building line from 4m to 0m and the lateral building line from 2m to 0m only to allow the realignment of the retaining wall and to allow three storeys as opposed to the two storeys and a basement as stated in the Section 8 zoning scheme, **BE APPROVED** on Erf 348, No 348 Dolphin Avenue, Brenton on Lake for the proposed additions as depicted on the attached Proposed Drawing No.:729/100-103 dated November 2012 revision C, subject to the following conditions:
- [i] The building line relaxation only applies to the proposed garage and driveway as applied for, and no other structure;
 - [ii] The proposed garage may at no time be used for human habitation, and the Knysna Municipality reserves the right to withdraw this approval and require removal of the structures at the owner's cost, should this at any time be found to be the case;
 - [iii] Any electrical services encountered will be relocated at the cost of the applicant;
 - [iv] The applicant is to ensure that there is access to the property for meter reading purposes;
 - [v] The property will in all cases be limited to the existing electricity supply or 60Amps Single Phase supply permitted to the property before the granting of the consent or approval;
 - [vi] Should an increased supply be required, the applicant will be liable for the upgrading of MV and LV Electrical Infrastructure, Electrical Augmentation Fees and the upgrading of the existing

- [vii] electrical service connection;
The Erf will be limited to one electrical service connection which may not be split into two 30 amp electrical supplies and will be metered by only one meter (shared supply);
- [viii] Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
- [ix] Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant;
- [x] The section of the retaining wall that is on erf 347 must be removed before completion on the project is to be issued;
- [xi] Energy saving lamps are to be used in all fittings;
- [xii] Only one street entrance is allowed. The other entrance must be closed;
- [xiii] A certificate from a structural engineer regarding the integrity of the structure must be submitted to the Building Control department with the building plan application;
- [xiv] Normal building plan approval in terms of the National Building Regulations shall be obtained prior to construction.

File Number: 15/2/5/1

Execution: Director: Planning & Development
Acting Manager: Town Planning & Development

CMP05/10/13 **ERF 2268, (NO. 1 NELSON STREET KNYSNA): PROPOSED REZONING AND DEPARTURE**

RESOLVED

- [a] That the following correspondence be noted:
 - [i] Application from Marike Vreken Town Planners, dated 27 March 2013 and an amended application dated 13 September 2013;
 - [ii] Letter from Department of Health dated 22 April 2013;
 - [iii] Letter from Ms S Norval dated 8 May 2013;
 - [iv] Comments from the internal department undated;
 - [v] The applicant's response to comments and objections, dated 31 May 2013; and;
- [b] That the application for the rezoning of Erf 2268 (No. 1 Nelson Street), Knysna from "Single Residential" to "Business Zone" for the purposes of a residential building, **be approved**, in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ord. 15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
 - [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;

- [ii] Comply with the developmental parameters of a Business Zone in terms of the Knysna Zoning Scheme (1992) except where departure is approved;
- [iii] Augmentation fees will be due on 2 equivalent erven on water and sewer;
- [iv] Any electrical services encountered will be relocated at the cost of the applicant;
- [v] The applicant is to ensure that there is access to property for meter reading purposes ;
- [vi] The erf will be limited to one electrical service connection which may not be split into two electrical supplies and will be metered by only one meter (shared supply) ;
- [vii] The erf is also limited to 60Amps Single Phase. Should an increased electricity supply be required the applicant will be liable for the upgrading of the MV & LV electrical networks, installation of a minisub as well as capital contribution funds ;
- [viii] Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant ;
- [ix] Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant. This relay is to be purchased from Council by the applicant;
- [x] Energy saving lamps are to be used in all fittings;
- [xi] A proper storage area must be provided for the storage of waste on premises;
- [xii] The parking layout, siting and dimensions of access points shall be to the satisfaction of the Director: Technical Services;
- [xiii] A site development plan, indicating the siting, elevations and finishes of all buildings shall be submitted by the applicant for approval prior the approval of building plans;
- [xiv] The development shall include water demand management principles which are to be finally agreed in the Services Agreement. The water demand management principles shall include, but not be limited to, the following:
- [xv] Dual-flush toilet cisterns and low volume taps and shower heads shall be installed in ablutions;
- [xvi] Rain water harvesting, shall be installed, for at least gardening purposes, and shall be architecturally treated to be aesthetically pleasing;
- [xvii] All lighting and street lighting shall be energy efficient lighting;
- [xviii] Separate skips or suitable containers shall be utilized for the following waste materials: building materials, recyclable material, green waste and non-recyclables;
- [xix] The disposal of all waste shall be undertaken by the developer to the relevant and appropriate waste sites and recycling centre;
- [xx] The development shall, upon completion, have a waste management facility and an Integrated Waste Management Plan/System, to Council's approval;

- [xxi] Any green waste as a result of the development, must be chipped on-site and/or disposed of at an approved site;
 - [xxii] Normal building plan approval in terms of the National Building Control and Building Regulations Act shall be applicable, and
 - [xxiii] This approval does not absolve the developer from compliance with any other approvals or statutory requirements.
- [c] That the departure from the Knysna Zoning Scheme (1992) to relax the eastern lateral building line from 4,5m to 1,5m to allow for the existing building, in terms of Section 15 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985), be approved, subject to the following condition, imposed in terms of Section 42 of the Ordinance:
- [i] The building line relaxation is only applicable to the existing structure applied for and no other structures.
- [d] That departure from the Knysna Zoning Scheme Regulations (1992) to allow a residential building on the ground floor of the property; in terms of Section 15 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985) be approved, subject to the following condition, imposed in terms of Section 42 of the Ordinance:
- i) No advertising signs are to be put on the property unless approval is obtained from the Council.

File Number: 15/2/5/2

Execution: Director: Planning & Development
Acting Manager: Town Planning & Development

CMP06/10/13 **ERF 18104, (EASTFORD) KNYSNA: PROPOSED AMENDMENT OF THE APPROVED SUBDIVISION PLAN**

RESOLVED

- [a] That the following correspondence be noted:
- [i] Application from Marike Vreken Town Planners, dated 27 March 2013;
 - [ii] Letter from Western Cape Department of Agriculture, dated 12 March 2013;
 - [iii] Letter from Department of Agriculture, Forestry fisheries dated 19 March 2013;
 - [iv] Letter from Western Cape Department of Water Affairs, dated 26 April 2013;
 - [v] Letter from South African National Roads Agency Limited, dated 6 March 2013;
 - [vi] Letter from SANParks dated 20 June 2013 and 15 August 2013;

- [vii] Letter from BJ Henderson (Eastford Glen Homeowners Association) dated 5 March 2013;
 - [viii] Letter from John M van Sevenster (Eastford Country Estate Homeowners Association) dated 20 March 2013;
 - [ix] Letter from KC Miller, dated 11 March 2013;
 - [x] Letters from Alan G. White dated 6 March 2013;
 - [xi] Letter from MW & DS Reddan; EC Ellis; Merryweather; DJ Miller; M Farmer; T David; Karen Brink; JA Ellis; EV Crossley; GH Brink; IM Wilson; Md Dermott/ Phillips; EA Ross, The Michaela Marks Trust; Cheryl McAdam; Elmien Sharp; C Van Zyl; LL Van der Kolff; M Patuel; Barbara Harding; G Petter Maskell; V Crewdson; GN Livesey; Elizabeth Mills and CP Harries all received on 22 March 2013;
 - [xii] Chris & Gisele Crewdson dated 18 March 2013;
 - [xiii] Letter from P Skibbe dated 20 March 2013;
 - [xiv] Letter from Simola Golf & Country Estate Homeownes Association dated 14 March 2013;
 - [xv] Letter from M & S Alcaraz dated 15 March 2013;
 - [xvi] Letter from Narnia Homeowners Association dated 20 March 2013;
 - [xvii] An email from Peter Oosthuizen dated 22 March 2013;
 - [xviii] An email from Misha Singleton dated 02 May 2013;
 - [xix] Comments from the internal department undated;
 - [xx] Letter from Department of Water Affairs dated 30 August 2013; and
 - [xxi] The applicant's response to comments and objections, dated 11 June 2013.
- [b] That the amendment of the approved subdivision plan, Pr0411LKn18094L5 to provide 68 rather than the currently approved 42 Group Housing erven; be **approved** in terms of Section 30 of the Land Use Planning Ordinance, 1985 (15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
 - [ii] The developers of Knysna Erf 4010 are to be responsible to realign Old Cape Road. The phasing of the road realignment must be captured in a services agreement between the developer and Knysna Municipality;
 - [iii] Previous conditions of approval shall be complied with Letter dated 23 October 2006 and letter dated 11 January 2011;
 - [iv] A Services agreement between the developer and Knysna Municipality must be reached;
 - [v] Comply with conditions imposed by SANRAL in their letter dated 6 March 2013;
 - [vi] 1:100 year flood line be determined and demarcated so that no development is allowed in the area demarcated within the flood line;

- [vii] No pollution of surface water or ground resources may occur as a result of any activities on the concerned properties;
- [viii] Should there be any incident or potential incident that might impact on any water resources, the Department of Water Affairs must be notified immediately;
- [ix] A design manual for the development must be submitted for approval of the Manager of Town Planning and Building Control;
- [x] A Homeowners Association must be established and design manual guidelines must be submitted for the approval of Manager Town Planning and Building Control;
- [xi] The constitution of the HOA must also be submitted for approval;
- [xii] Augmentation will be charged on the erven;
- [xiii] Servitudes needs to be registered over existing services;
- [xiv] The development will be metered by means of a MV Bulk Metering Point on the erf boundary;
- [xv] The development will install and maintain its own internal electrical infrastructure;
- [xvi] The point of supply for the development will be from the Salt River Substation;
- [xvii] Capital Contribution Fees will be calculated on the designed BDMD as determined by the development's Electrical Consultant;
- [xviii] Any electrical services encountered will be relocated at the cost of the applicant;
- [xix] Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
- [xx] Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant;
- [xxi] Energy saving lamps are to be used in all fittings;
- [xxii] The development is to prove what energy efficient measures have been installed;
- [xxiii] A proper storage area must be provided for the storage of waste on the premises;
- [xxiv] The parking layout, siting and dimensions of access points shall be to the satisfaction of the Director: Technical Services;
- [xxv] A site development plan, indicating the sitting, elevations and finishes of all buildings shall be submitted by the applicant for approval prior the approval of building plans;
- [xxvi] The development shall include water demand management principles which are to be finally agreed in the Services Agreement. The water demand management principles shall include, but not be limited to, the following:
- [xxvii] Dual-flush toilet cisterns and low volume taps and shower heads shall be installed in ablutions;
- [xxviii] Rain water harvesting, shall be installed, for at least gardening purposes, and shall be architecturally treated to be aesthetically pleasing;

- [xxix] All lighting and street lighting shall be energy efficient lighting;
- [xxx] Separate skips or suitable containers shall be utilized for the following waste materials: building materials, recyclable material, green waste and non-recyclables;
- [xxxii] The disposal of all waste shall be undertaken by the developer to the relevant and appropriate waste sites and recycling centre;
- [xxxiii] The development shall, upon completion, have a waste management facility and an Integrated Waste Management Plan/System, to Council's approval;
- [xxxiv] Any green waste as a result of the development, must be chipped on-site and/or disposed of at an approved site;
- [xxxv] Normal building plan approval in terms of the National Building Control and Building Regulations Act shall be applicable,
- [xxxvi] Local labour and contractors from within the Knysna Municipal area shall be utilized wherever possible, and, in this regard, contracts regarding BEE, (including those relating to transportation of employees) to the satisfaction of Council, shall be submitted to the Director: Corporate Services for approval prior to commencement of construction, and a monthly report on labour and contractors shall be submitted to the Director: Corporate Services for information of Council. The municipal database on local labour shall be used as far as possible, and
- [xxxvii] This approval does not absolve the developer from compliance with any other approvals or statutory requirements

File Number: 15/2/5/3

Execution: Director: Planning & Development
Acting Manager: Town Planning & Development

CMP07/10/13 ERF 18509, (CONCORDIA WEST), KNYSNA: PROPOSED REZONING; SUBDIVISION AND CLOSURE OF A PUBLIC OPEN SPACE

RESOLVED

- [a] That the following correspondence be noted:
 - [i] Application from VPM Planning, dated 17 June 2013;
 - [ii] Letter from Department of Agriculture, Forestry and Fisheries dated 16 July 2013;
 - [iii] Letter from SANParks dated 30 July 2013;
 - [iv] An email from SANRAL dated 16 August 2013; and
 - [v] Internal comments;
- [b] That the application for the rezoning of Erf 18509, Concordia West, Knysna from "Public Open Space" to "Informal Residential Zone" be **approved** in terms of Section 16 of the Land Use Planning Ordinance,

1985 (Ord. 15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance:

- [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
- [ii] Any electrical services encountered will be relocated at the cost of the Housing Department;
- [iii] The erven will not have electrical service connections as application will have to be made to the DoE for electrification funding unless the Housing Department provides the funding (Funding approval from the DoE is approximately 18 months)
- [iv] The erven will be limited to maximum of 30 Amps each; and

[c] That the application for the Subdivision of Erf 18509, Concordia West, Knysna into 8 Informal Residential erven in terms of Section 25 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985); subject to the following conditions, imposed in terms of Section 42 of the Ordinance:

[i] New Surveyor General Plans shall be provided to the Council by the applicant, upon registration of the subdivided portions.

[ii] The following conditions of title must be registered against each of the subdivided portions and the remainder, except where similar conditions have, in the opinion of the Conveyancer, already been registered against the original property or properties:

a] The owner of this erf shall without compensation, be obliged to allow gas mains, electricity, telephone and television cables and/or wires and main and/or other waterpipes and the sewage and drainage including stormwater of any other erf or erven to be conveyed across this erf, and surface installations such as mini-substations, meter kiosks and service pillars to be installed thereon if considered necessary by the local authority in such manner and position as may from time to time be reasonably required. This shall include the right of access to the erf at any reasonable time for the purpose of constructing, altering, removing or inspecting any works connected with the above;

b] The owner of this erf shall be obliged, without compensation, to receive such material or permit such excavation on the erf, as may be required to allow use of the full width of the street and provide a safe and proper slope to its bank owing to difference between the levels of the street as finally constructed and the erf, unless he elects to build retaining walls to the satisfaction of and within a period to be determined by the local authority.

[iii] Satisfactory arrangements for the essential removal of telephone or telegraph routes which cross the land being subdivided must be made with the Post Office in terms of Section 83(1) of the Post Office Act.

[d] That the application for Closure of a Public Place in terms of Section 137 of Municipal Ordinance 20 of 1974 on Erf 18509, Concordia West, Knysna be **approved**.

File Number: 15/2/5/2
Execution: Director: Planning & Development
Acting Manager: Town Planning & Development

CMP08/10/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 AUGUST 2013**

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 31 August 2013, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Budget Office

CMP09/10/13 **PLANNING AND DEVELOPMENT: MONTHLY REPORTS**

RESOLVED

- [a] That the monthly report for August 2013 received from the Director: Planning & Development Services [Town Planning, Building Control], be noted;
- [b] That the monthly report for August 2013 received from the Director: Planning & Development Services [Environmental Management], be noted;
- [c] That the monthly report for August 2013 received from the Director: Planning & Development Services [Integrated Human Settlements], be noted;
- [d] That the Director: Planning and Development [Environmental Management] submit a report regarding the “wonder bags” project to a following meeting.

File number: 9/1/2/13

Execution: Director: Planning and Development
Acting Manager: Town Planning and Building Control
Manager: Environmental Management
Acting Manager: Integrated Human Settlements

CMP10/10/13 **MONTHLY REPORT: TOWN ELECTRO-TECHNICAL ENGINEER**

RESOLVED

That the monthly report for August 2013 received from the Town Electro-technical Engineer, be noted.

File Number: 9/1/2/1

Execution: Town Electro-technical Engineering

CMP11/10/13 **MONTHLY REPORT DIRECTOR: TECHNICAL SERVICES**

RESOLVED

- [a] That the monthly report for August 2013 received from the Director: Technical Services[PMU], be noted;

- [b] That the monthly report for August 2013 received from the Director: Technical Services [Public Works, Sewer and Water Works], be noted.

File number: 9/1/2/1

Execution: Director: Technical Services
Managers: Public Works, Sewer and Water Works and PMU

CM01/10/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 AUGUST 2013**

Director: Corporate Services

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 financial year as at August 2013, be noted.

File Number: 5/12/1

Execution: Director: Financial Services
Manager: Budget Office

CM02/10/13 **BY-LAW RELATING TO THE REGULATION OF OUTDOOR ADVERTISING, HERITAGE AND BUILDING AESTHETICS IN THE MUNICIPAL AREA**

Director: Corporate Services

RESOLVED

That the By-law relating to the Regulation of Outdoor Advertising, Heritage and Building Aesthetics in the Municipal Area, subject to the following amendments:

- [a] Replacing the numbers “300” in chapters 9, Point (11) with “500” and the word “three with “five”
- [b] Adding a point 19 to chapters 9 that reads as follows:
“All signage in road reserves must comply with the prescripts of the Urban Transport Guideline (UTGI)”
- [c] Adding the word “Outdoor” before the word “Advertising” in Chapter 15, Point 84(1)

be approved, adopted and duly promulgated as amended.

File Number: 1/3/2

Execution: Director: Planning and Development
Manager: Town Planning and Development

CM03/10/13 **QUARTERLY REPORT ON THE IMPLEMENTATION OF THE BUDGET AND THE FINANCIAL AFFAIRS OF THE MUNICIPALITY FOR SEPTEMBER 2013**

Director: Financial Services

RESOLVED

- [a] That the Quarterly Report on the implementation of the budget and the financial affairs for Knysna Municipality referred to in section 52(d) of the Local Government : Municipal Finance Management Act, 2003, for the quarter ended 30 September 2013, be noted;
- [b] That it be noted that the monthly in-year report for September 2013 was submitted to the Executive Mayor, National Treasury and Provincial Treasury on 14 October 2013, being the 10th working day after the end of September;
- [c] That the Quarterly Report on the implementation of the budget and the financial affairs for Knysna Municipality referred to in section 52(d) of the Local Government : Municipal Finance Management Act, 2003, for the quarter ended 30 September 2013 be submitted to Council for consideration and approval.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

CM04/10/13 **AUDIT REPORT ON THE IMPLEMENTATION OF THE WATER SERVICES DEVELOPMENT PLAN 2012/2013**

Director: Technical Services

RESOLVED

That the Audit Report on the implementation of the Water Services Development Plan 2012/2013, be referred back to the Planning Development and Infrastructure Committee meeting in November 2013.

File Number: 9/1/2/1

Execution: Director: Technical Services
Manager: Water Services

CM05/10/13 **UNAUTHORISED EXPENDITURE, FRUITLESS AND WASTEFUL
EXPENDITURE AND IRREGULAR EXPENDITURE**

Director: Financial Services

RESOLVED

- [a] That the Unauthorised Capital and Operating Expenditures for the financial year 2012/13, be noted.
- [b] That the Fruitless and Wasteful Expenditure of R 408 221 incurred in the financial year 2012/13 be noted and that the Municipal Public Accounts Committee be requested to investigate and make recommendations thereon to the Municipal Council;
- [c] That the Irregular Expenditure of R6 360 incurred in the financial year 2012/13 be noted and that the Municipal Public Accounts Committee be requested to investigate and make recommendations thereon to the Municipal Council.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

8.2 **REPORT: EXECUTIVE MAYOR: 21 NOVEMBER 2013**

CMG01/11/13 **MONTHLY REPORT FROM DIRECTOR: CORPORATE SERVICES**

Director: Corporate Services [Human Resources]

RESOLVED

That the monthly report for October 2013 received from the Director Corporate Services [Human Resources] be noted.

File Number: 9/1/2/9

Execution: Director Corporate Services
Manager: Human Resources

CMG02/11/13 **MONTHLY REPORT: MUNICIPAL MANAGER [COMMUNICATION AND CUSTOMER RELATIONS]**

Municipal Manager

RESOLVED

That the monthly report for September 2013 received from the Municipal Manager [Communication and Customer Relations] be noted.

File Number: 4/1/2/1

Execution: Municipal Manager
Manager: Communication and Customer Relations

CMG03/11/13 **MONTHLY REPORT: PLANNING AND DEVELOPMENT [LOCAL ECONOMIC DEVELOPMENT]**

Director: Planning and Development [Local Economic Development]

RESOLVED

That the monthly report for September 2013 received from the Director: Planning and Development [Local Economic Development] be noted.

File Number: 9/1/2/13

Execution: Director Planning and Development
Manager: Local Economic Development

CMG04/11/13 **PUBLIC PARTICIPATION MONTHLY REPORT: SEPTEMBER 2013**

Director: Corporate Services [Public Participation]

RESOLVED

- [a] That the monthly report for September 2013 received from the Director: Corporate Services [Public Participation] be noted;
- [b] That Council notes that the updating of the religious sector database is an on-going process and that additional information received from the public, Councilors or ward committees can be submitted at any stage for inclusion.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Public Participation

CMG05/11/13 **MONTHLY REPORT: CORPORATE SERVICES [LEGAL SERVICES]**

Director: Corporate Services [Legal Services]

RESOLVED

That the monthly report for October 2013 received from the Director: Corporate Services [Legal Services], be noted and that the report be corrected to read "Informal Trading" where the words "Street Trading" appear.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Legal Services

CMG06/11/13 **MONTHLY REPORT: PLANNING AND DEVELOPMENT [LOCAL ECONOMIC DEVELOPMENT]**

Director: Planning and Development [Integrated Development Planning]

RESOLVED

That the monthly report for September 2013 received from the Director: Planning and Development [Integrated Development Planning] be noted.

File Number: 9/1/2/13

Execution: Director Planning and Development
Manager: Local Economic Development

CMG07/11/13 **DETAILED CAPITAL BUDGET REPORT: 2013/2014 AS AT 31 SEPTEMBER 2013**

Director: Finance [Budget Office]

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 31 September 2013, be noted.

File Number: 9/1/2/10

Execution: Director Finance
Manager: Budget Office

CMG08/11/13 **REQUEST TO PURCHASE COUNCIL LAND ADJACENT TO ERF 172, BUFFALO BAY: WESREI TUST**

Director: Corporate Services

RESOLVED

- [a] That the application received from VPM, dated 15 August 2013 on behalf of Wesrei Trust to purchase a portion Erf 161, Buffalo Bay be noted;
- [b] That the application to purchase a portion of erf 161 adjacent to erf 172, Buffalo Bay be advertised in terms of the relevant legislation for objections, comments and representations;
- [c] That a further detailed report be submitted to the Municipal Council after the public participation process mentioned in [b] above has been concluded.

File Number: 7/2/1/2/4

Execution: Director: Corporate Services
Manager: Administration

CMG09/11/13 **MUNICIPAL COUNCIL IN RECESS: PERIOD 13 DECEMBER 2013 TO 15 JANUARY 2014**

Director: Corporate Services

RESOLVED

- [a] That the Municipal Council stands prorogued for the period 13 December 2013 to 15 January 2014;

- [b] That the Executive Mayor, Cllr G Wolmarans and the Municipal Manager, Ms L Waring, be delegated and authorised to perform jointly all the official Municipal Council duties, responsibilities and functions during the period 13 December 2013 to 15 January 2014, with the exception of those indicated in Section 160(2) of the Constitution of the Republic of South Africa, 1996, namely:
- [i] the passing of by-laws;
 - [ii] the approval of budgets;
 - [iii] the imposition of rates and other taxes, levies and duties; and
 - [iv] the raising of loans;
- as well as the following, in terms of other legislation:
- [v] disposal of council properties;
 - [vi] approval of Integrated Development Plan;
 - [vii] the appointment of managers directly accountable to the Municipal Manager in terms of Section 56 of the Municipal Systems Act; and
 - [viii] the appointment of the Municipal Manager and acting municipal managers in terms of Section 54A of the Municipal Systems Act
 - [ix] any other matter that has specifically been assigned to Council by legislation.

File Number: 7/1/2/1

Execution: Director Corporate Services
Manager: Administration

CMG10/11/13 **CLOSURE OF MUNICIPAL OFFICES: 2013/2014 FESTIVE SEASON**
Director: Corporate Services

RESOLVED

- [a] That the Municipal Offices close at 12:00 on Tuesday, 24 December 2013 and reopen on Thursday 2 January 2014 at 07:30, provided that three (3) days leave be taken by the officials concerned;
- [b] That notices be published in the local press and posted on all municipal notice boards informing the public of the closure of the Municipal Offices during the 2013-2014 festive period, as mentioned in [a] above;
- [c] That essential services, emergency and stand-by services be rendered with the necessary staff, during the closure as mentioned in [a] above;

- [d] That the Customer Care Centre be open to the public from 08:00 to 12:00 on 30 and 31 December 2013, and affected staff are to take one day leave.

File Number: 7/1/2/1

Execution: Director Corporate Services
Manager: Administration

CMG11/11/13 **OUTCOME OF EMPLOYMENT EQUITY ASSESSMENT BY THE DEPARTMENT OF LABOUR AND EMPLOYMENT EQUITY STATUS QUO REPORT**

Director: Corporate Services

RESOLVED

- [a] That the report from the Department of Labour regarding the Employment Equity Assessment, be noted.
- [b] That it be noted that Human Resources have liaised with Wendy Bingham from the Department of Local Government in the Province to visit Knysna Municipality early November to assist us with our disability responsibility;
- [c] That the Department of Labour be invited to a Section 80 Committee meeting to explain the contents of the Observation Report of Knysna Municipality.

File Number: 9/1/2/9

Execution: Director Corporate Services
Manager: Human Resource

CMG12/11/13 **PROPOSED ALIENATION OF PORTIONS OF THE REMAINING EXTENT OF PORTION 53 OF THE FARM UITZICHT 216 (ADV. C.P JOUBERT STREET) TO BRENTON WOODS AND BRENTON PARK, BRENTON ON LAKE, RESPECTIVELY**

Director: Corporate Services

RESOLVED

- [a] That the report with regard to the proposed alienation of portions of the remaining extent of portion 53 of the Farm 216 (Adv. C.P Joubert Street) to Brenton Woods and Brenton Park, Brenton On Lake, respectively, be noted;
- [b] That it be noted that a site inspection was held on 19 November 2013;

[c] That the recommendation submitted to the Governance and Economic Development Committee meeting held on 5 November 2013 by the Municipal Manager, as set out hereunder, be approved:

[i] That the proposed alienation of portions of the Remaining Extent of Portion 53 of the farm Uitzicht 216 (Unmade Adv. C.P. Joubert Street) to Brenton Woods and Brenton Park respectively, be approved in principle;

[ii] That the proposed alienation as mentioned in [i] above be advertised for comments, objections and representations;

[iii] That a further report be submitted to the Municipal Council after the Public Participation process, as mentioned in [ii] above, has been concluded.

File Number: 15/2/5/1

Execution: Director Corporate Services
Manager: Administration

CMG13/11/13 **PROPOSED AMENDMENT TO THE POLICY ON POLICY DEVELOPMENT**

Director: Corporate Services

RESOLVED

That the item with regard to the Policy on Policy Development be withdrawn to allow for all comments made to be included and thereafter a report be submitted to the next Section 80 Committee meeting for consideration.

File Number: 9/1/2/9

Execution: Director Corporate Services
Manager: Administration

CMG14/11/13 **APPROVAL OF GRANTS-IN-AID: 2013/2014**

Director: Corporate Services

RESOLVED

That the approval of the Grants-in-Aid be referred to a Special Governance and Economic Development committee meeting for additional information with regard to the criteria and for further discussion and approval.

File Number: 5/11/1

Execution: Director Corporate Services

Manager: Administration

CMG15/11/13 **KARATARA AND RHEENENDAL COMPREHENSIVE RURAL DEVELOPMENT PROGRAMME INITIATIVE FEEDBACK**

Director: Planning and Development

RESOLVED

- [a] That the report with regard to the Karatara And Rheenendal Comprehensive Rural Development Programme Initiative Feedback, be noted.
- [b] That the administration provide the Karatara and Rheenendal Comprehensive Rural Development Programme Initiative Constitution and list of stakeholders at the next Governance and Economic Development Committee meeting.

File Number: 9/1/2/13

Execution: Director: Planning and Development
Manager: Local Economic Development

CMG16/11/13 **APPLICATION FOR WRITING OFF OF BAD DEBT: INFORMAL TRADERS (GEORGE REX DRIVE – AFRICAN CRAFT MARKET and TEMPLEMAN SQUARE)**

Director: Planning and Development

RESOLVED

That the informal Traders arrears of R 659 965-96 be written off against Council Bad Debt Provision.

File Number: 9/1/2/13

Execution: Director: Planning and Development
Manager: Local Economic Development

CMF01/11/13 **INSURANCE REPORT - JUNE TO SEPTEMBER 2013**

RESOLVED

That the report on all insurance claims for the period June 2013 until September 2013, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services
Resource Management Officer

CMF02/11/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 SEPTEMBER 2013**

RESOLVED

- [a] That the Detailed Capital Budget Report: 2013/2014 as at 30 September 2013, be noted;
- [b] That the Director: Financial Services liaise with the Municipal Manager with regard to a comprehensive progress report on all relevant departments;
- [c] That the report as mentioned in [b] above be circulated to all Councillors as soon as possible.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

CMF03/11/13 **KNYSNA & SEDGEFIELD STORES: ANNUAL STOCKTAKE REPORT 30 JUNE 2013**

RESOLVED

- [a] That the contents of the report with regard to the Knysna and Sedgfield Stores Stock count as at 30 June 2013 be noted;
- [b] That the action taken of taking surpluses onto stock and shortages brought in or written off, be noted;
- [c] That the redundant/outdated stock as indicated in the report in [a] above, be written off.

File Number: 6/1/1

Execution: Director: Financial Services
Supply Chain Management Officer

CMF04/11/13 **QUARTERLY WITHDRAWAL REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2013**

RESOLVED

That the Quarterly Withdrawal report for the quarter ending 30 September 2013, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

CMF05/11/13 **ACTUAL DEVIATIONS FOR THE PERIOD 2013/14 FINANCIAL YEAR**

RESOLVED

- [a] That the actual spend on deviations for the period 1 July 2013 to 30 September 2013, be noted;
- [b] That a discussion between the Manager : Administration, the Municipal Manager, Director : Financial Services and the Finance Committee members be arranged to put in place a method in order to have meaningful discussion on deviations.

File Number: 9/1/2/10

Execution: Director: Financial Services
Supply Chain Management Officer

CMC01/11/13 **SPELLING COMPETITION**
Director: Community Services

RESOLVED

- [a] That the contents of the report regarding the spelling competition facilitated by the Library Services, be noted;
- [b] That it be noted that a sequel to the competition mentioned in [a] above, will again be held in 2014.

File Number: 17/17 R

Execution: Director: Community Services
Manager: Library and Heritage

CMC02/11/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 SEPTEMBER 2013**
Director: Financial Services

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 30 September 2013, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

CMC03/11/13 **PROPOSED REGIONAL LANDFILL FACILITY**

Director: Community Services

RESOLVED

- [a] That the contents of the report regarding the regional waste disposal facility, be noted;
- [b] That the proposed development of the regional waste disposal facility by Eden District Municipality be supported;
- [c] That the commitment to make use of the proposed regional waste facility for the purposes of waste disposal for the period of 10 years, be confirmed.
- [d] That provision be made in future budgets for the additional estimated cost of ±R300 000 per annum for waste disposal.

File Number: 16/5/ R

Execution: Director: Community Services
Manager: Solid Waste Manager

CMC04/11/13 **AIR QUALITY MANAGEMENT PLAN**

Director: Community Services

RESOLVED

- [a] That the report on the Air Quality Plan for Greater Knysna, submitted by the Director: Community Services and compiled by Lethabo Air Quality Specialists dated July 2013, be noted;
- [b] That the Air Quality Plan for the Greater Knysna area as mentioned in [a] above, be approved.

File Number: 17/14/1/3

Execution: Director: Community Services
Manager: Social Services

CMC05/11/13 **CONDITIONAL GRANT AND MUNICIPAL REPLACEMENT FUND ALLOCATIONS 2014/15: LIBRARY SERVICES**

Director: Community Services

RESOLVED

That the contents of the report regarding the R1 903 000-00 and R 1 238, 00 Municipal Replacement Funding (MRF) for Library Services for the 2014/15 financial year from the Western Cape Provincial Government, be noted.

File Number: 17/17 R

Execution: Director: Community Services
Manager: Library

CMC06/11/13 **MONTHLY REPORTS: COMMUNITY SERVICES**

Director: Community Services

RESOLVED

That the following monthly reports for September 2013 and October 2013 received from the Director Community Services and Eden District Municipality respectively, be noted:

- [a] Libraries and Heritage
- [b] Safety and Security, Traffic, Licensing and Fire, Sport and Rescue and Social Services;
- [c] Waste Management
- [d] Parks and Recreation
- [e] Environmental Health

File Number: 9/1/2/5

Execution: Director: Community Services
Managers: Waste Management
Parks and Recreation
Libraries and Heritage
Safety and Security
Traffic and Licensing
Fire and Rescue
Social Services
Eden District Municipality

CMP01/11/13 **REPORT ON THE OUTCOMES OF THE CBD SEWER-STORMWATER INTRUSION AUDIT**

RESOLVED

That the contents of the report on the outcomes of the audit of the CBD sewer-stormwater intrusion as part of the Knysna Estuary Pollution Management Strategy/Plan, be noted.

File number: 9/1/2/1

Execution: Director: Planning and Development
Manager: Environmental Management

CMP02/11/13 **REPORT ON THE DISTRIBUTION OF WONDERBAGS**

RESOLVED

- [a] That the contents of the report on the progress made on the distribution of Wonderbags within the Municipal are, be noted,
- [b] That Ward Councillors must always be contacted at least 48 hours prior to or as soon as relevant information is received for any specific engagements with community members in the respective Wards;
- [c] That guidelines be developed for the distribution of limited and once off goods or services.

File number: 9/1/2/13

Execution: Director: Planning and Development
Manager: Environmental Management

CMP03/11/13 **ERF 254, UITSIG STREET, HEUWELKRUIN, KNYSNA: APPLICATION FOR DEPARTURE FOR THE RELAXATION OF THE MAXIMUM HEIGHT RESTRICTION (APPLICATION NO. 506)**

RESOLVED

- [a] That the following correspondence be noted:
 - (i) A copy of the applicant's motivation from Marike Vreken Town Planners CC dated July 2013;
 - (ii) Comments from the Aesthetics Committee meeting held on 27 August 2012;

- (iii) A copy of a permit from Heritage Western Cape dated 10 October 2012;
 - (iv) A copy of comments from internal departments dated 9 September 2013;
 - (v) Copy of an objection from Johan McDonald dated 16 August and 11 October 2013;
 - (vi) Correspondence from S & J A Davis dated 5 September 2013;
 - (vii) Applicant's response to objections and general comments dated 18 September 2013;
 - (viii) A copy of internal comments printed on 28 October 2013
- [b] That **approval be granted** in terms of Section 15 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for a departure to allow a building height of 9m in lieu of 8m applicable under the "Educational Zone" in order to allow the addition of second storey to an existing building, subject to the following conditions:
- (i) This approval applies to the departure application as outlined above and may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - (ii) The property owner shall be responsible for the cost of complying with the conditions outlined hereunder;
 - (iii) The conditions imposed by Heritage Western Cape set out in the permit dated 10 October 2013 shall be adhered to;
 - (iv) All building work shall be done strictly in accordance with the Heritage Western Cape stamped plans;
 - (v) Any electrical services to be relocated will be relocated at the cost of the applicant;
 - (vi) The applicant is to ensure that there is access to property for meter reading purposes;
 - (vii) The erf will be limited to its existing 100Amp 3Ph supply;
 - (viii) Should an increased capacity be required it will be at the cost of the applicant. These costs will include capital contribution fees, the installation of a mini-sub and the upgrading of the MV & LV network;
 - (ix) Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
 - (x) Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant; and
 - (xi) Energy-saving lamps are to be used in all fittings.

File number: 15/2/5/1

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP04/11/13 **KNYSNA, ERF 2903: REZONING AND DEPARTURE: 2 LEAGUE STREET, KNYSNA**

RESOLVED

- [a] That the following correspondence be noted:
- [i] Application from VPM Planning, dated 31 May 2013; and
 - [ii] Internal departments' comments.
- [b] That the application for the rezoning of Erf 2903, League Street, Knysna from "Single Residential" to "General Residential" Zone, with consent for Professional Usage be **approved** in terms of Section 16 of the Land Use Planning Ordinance, 1985 (No. 15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
 - [ii] Bondholder's consent to be submitted to the Town Planning Department;
 - [iii] No advertising signs are to be put on the property unless approval is obtained from the Council;
 - [iv] The residential element of the application area must be retained;
 - [v] Should any electrical services encountered will be relocated at the cost of the applicant;
 - [vi] The applicant is to ensure that there is access to property for meter reading purposes;
 - [vii] The erf will be limited to one electrical service connection which may not be split into two 30 amp electrical supplies and will be metered by only one meter (shared supply);
 - [viii] The erf is also limited to 60 Amps Single Phase;
 - [ix] Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
 - [x] Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant; and
 - [xi] Low energy lamps are to be used in all fittings; and
 - [xii] To ensure that parking problems are not created the business component of the mixed use on the site must be limited to only one practicing professional person with support staff;
- [c] That the application for the departure to allow "Single Residential" building lines in a "General Residential" on Erf 2903, League Street, Knysna in terms of Section 15 of the Land Use Planning Ordinance (No. 15 of 1985), be approved subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] This departure is only applicable to the professional use under General Residential Zone; and

- [ii] The single residential building lines only apply to the existing structure and no other new structures.

File number: 15/2/5/2

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP05/11/13 **ERF 7089, NZIMENI STREET, KHAYALETHU, KNYSNA: PROPOSED REZONING AND DEPARTURE, (APPLICATION NO.263)**

RESOLVED

- [a] That the following correspondence be noted:
 - (i) Copy of the motivation from J J Hersch received on 22 November 2012;
 - (ii) Comments from the House of Judah dated 15 February 2012;
 - (iii) Comments from internal departments printed on 15 June 2013; and
 - (iv) Comments from DTS dated 16 April 2013.
- [b] That **approval be granted** in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the rezoning of Erf 7089 Knysna from "Single Residential" to "Institutional Zone" for purposes of a place of worship as indicated on Drawing No. 200 (17 April 2013) prepared by the Kingdom Hall Construction Desk;
- [c] That **approval be granted** in terms of Section 15 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for a departure to relax the 6m north-eastern lateral building line to 2,4m and the 6m western street building line to 0,5m for a church hall as indicated on Drawing No. 200 (17 April 2013) drawn by the Kingdom Hall Construction Desk;
- [d] That **approval be granted** in terms of Section 15 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for a departure on Erf 7089 Knysna in order to deviate from the Knysna Zoning Scheme Regulations (1992) by providing only 8 parking bays in lieu of 21 for the proposed place of worship;
- [e] That the approvals stated in paragraphs b, c and d be subject to the following conditions imposed in terms of Section 42 of the Ordinance:
 - (i) That the property owner shall take responsibility for ensuring compliance with these conditions;
 - (ii) This approval applies only to the rezoning and departure as outlined above and may not be construed as authority to deviate from any other legal prescriptions or requirements;

- (iii) In terms of Council's policy, because the property owner is a religious institution and the proposed use of the property is as a place of worship, no augmentation fees will be payable;
- (iv) No amplified music shall be played in the premises;
- (v) The application shall make satisfactory arrangements, to the satisfaction of the Manager: Town Planning and Building Control, for the provision of alternative parking within the property's vicinity to cater for maximum demand;
- (vi) Any electrical services, including staywires, staypoles or transformer poles or OH network etc encountered will be relocated at the cost of the applicant;
- (vii) The property will in all cases be limited to the designed electricity supply of 20Amps Single Phase;
- (viii) Should an increased supply be required, the applicant will be liable for the upgrading of MV and LV Electrical Infrastructure, Electrical Augmentation Fees and the upgrading of the existing electrical service connection;
- (ix) The Erf will be limited to one electrical service connection which may not be split into two electrical supplies and will be metered by only one meter (shared supply);
- (x) The applicant is to ensure that there is access to property for meter reading purposes;
- (xi) Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
- (xii) Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant;
- (xii) Low energy lamps are to be used in all fittings.

File number: 15/2/5/2

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP06/11/13 **PORTION 23 OF THE FARM RUYGTE VALLEY NO. 205, KNYSNA:
PROPOSED REZONING AND SUBDIVISION**

RESOLVED

- [a] That the following correspondence be noted:
 - [i] Application from Overplan and Associates Town and Regional Planners, received on 12 March 2012 with revised plans from Marike Vreken Town Planners dated 3 December 2012;
 - [ii] Comments and objections from the public that were submitted in 2005 for the application before it was revised (M van Santen dated 14 April 2005; H C Rossouw dated 14 April 2005; J van den Houten dated 14 April 2005; A J Bester dated 14 April

2005; C Grundling dated 14 April 2005; R L A de Regt dated 14 April 2005; A M Engelbrecht dated 14 April 2005; C R & J A Jenkins dated 14 April 2005; N D Cuerden dated 14 April 2005; I Blancke dated 14 April 2005; W S Booyesen dated 14 April 2005; A C Basson dated 14 April 2005; M Allan dated 14 April 2005; J E Rogers dated 14 April 2005; J H Rogers dated 12 April 2005; R B Pound dated 9 April 2005; B J Dominy dated 14 April 2005; P T Beere dated 14 April 2005; P J Smith dated 14 April 2005; Groenvallei 2 Homeowners Association dated 7 April 2005; J P Thornton dated 14 April 2005; E C Thornton dated 14 April 2005; G Kotze dated 14 April 2005; B K Gerrish dated 14 April 2005; N Camacho dated 14 April 2005; N E Oberholster dated 14 April 2005; R J Webster dated 14 April 2005; P H Schnetler dated 14 April 2005; J de Jager dated 8 April 2005; R Snyman dated 5 April 2005; A du Toit dated 14 April 2005; V J Adam dated 14 April 2005; V A Smith dated 8 April 2005; J H J Ingen dated 8 April 2005; N Mc Donald dated 3 April 2005; N J Oosthuizen dated 14 April 2005; S A D Botha dated 14 April 2005; A Greenwood dated 14 April 2005; J H & H D Lapham dated 3 April 2005; L A de Jongh dated 14 April 2005; M Doubell dated 14 April 2005; M D Mc Master dated 14 April 2005; Imbert Trust dated 14 April 2005; A E Napier dated 14 April 2005; R Leach dated 14 April 2005; K Ferreira dated 14 April 2005; S Schultz dated 14 April 2005; P Blumenthal dated 14 April 2005; M Heering dated 14 April 2005; C Surtees dated 14 April 2005; R G Coxon dated 14 April 2005; Hilmer dated 14 April 2005; D A Scammel dated 14 April 2005; C Bentall dated 14 April 2005; L Timmers dated 14 April 2005; H P M van Zyl dated 14 April 2005; W Burns dated 14 April 2005; J V A Parker dated 14 April 2005; Dr T Shearing dated 14 April 2005; Sedgfield Comm. Police Forum, 5 April 2005; F Diamond dated 13 April 2005; S King dated 13 April 2005; P H Potgieter dated 13 April 2005; G Read dated 13 April 2005; C Havenga dated 13 April 2005; C G Foreshaw dated 12 April 2005; R L Grieve dated 12 April 2005; B P & N J Plomaritis dated 8 March 2005; B J Dominy dated 11 April 2005; R C Gudmanz dated 11 April 2005; J & A Colban dated 8 April 2005; W J du Plessis dated 11 April 2005; V G Patrick dated 13 April 2005; F W Nieman dated 9 April 2005; H Bam dated 12 April 2005; C L Bam dated 10 March 2005; Prof Morris Viljoen dated 2 April 2005; P J S Conradie 23 March 2005; T Wakeford-Brown dated 5 April 2005; L S Nayler dated 3 February 2005; E W Grunow dated 7 March 2005; Cape Nature dated 18 March 2005; Dr A T Lombard dated 21 March 2005; Prof W Jonckheere dated 21 March 2005; B J Dominy dated 17 March 2005; V Weyers dated 22 November 2004; M E G de Chalain dated 2 March 2005; B Eksteen dated 2 March 2005; W K Cracknell dated 25 February 2005; Dr C de Ronde dated 26 February 2005; C & S M Meadows dated 14 March 2005; C E Wragg (no date); Mr Szolo dated 14 March 2005; Dr A L

- Schutte-Vlok dated 14 March 2005; A W Johnson dated 2 March 2005; N A McDonald dated 28 February 2005;
- [iii] Letter from Cape Nature, dated 14 June 2012;
 - [iv] Letter from Overplan & Associates Town and Regional Planners dated 12 March 2012;
 - [v] Letter from Overplan & Associates Town and Regional Planners dated 11 March 2013;
 - [vi] Letter of support from E W Grunow dated 10 May 2012;
 - [vii] Letter from the Department of Agriculture, forestry and fisheries, dated 18 June 2012;
 - [viii] Letter from SANParks, dated 18 June 2012;
 - [ix] Internal department comments from Director of Technical Services and Electrotechnical Department undated;
 - [x] Letter of Environmental Authorisation from the Department of Environmental Affairs, dated 29 October 2012;
 - [xi] The applicant's response to the access servitude dated 18 May 2007;
- [b] That the application for the rezoning of Portion 23 of the farm Ruygte Valley No. 205 Knysna from "Resort Zone I" to "Residential Zone I, Resort Zone I, Business Zone II, Residential Zone V, Open Space Zone II and Transport Zone II, be **approved**, in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ord. 15 of 1985), as shown on the amended plan from Marike Vreken Urban and Environmental Planners dated 3 December 2012, subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
 - [ii] The conditions of approval contained in the Environmental Authorisation letter dated 29 October 2012 must be complied with;
 - [iii] Effluent to be discharged at Knysna WWTW(Waste Water Treatment Works) as per letter of 23/12/2010;
 - [iv] A services agreement to be concluded prior to any services being provided;
 - [v] Allow for 20m buffer between development and true dune forest / main forest;
 - [vi] Conditions as supplied by SANParks on their letter dated 18 June 2012 be adhered to;
 - [vii] Conditions as supplied by Cape Nature on their letter dated 14 June 2012 be adhered to;
 - [viii] A Homeowners Association must be established and design manual guidelines must be submitted for the approval of Manager Town Planning and Building Control;
 - [ix] The constitution of the HOA must also be submitted for approval;
 - [x] Access to the "Residential Zone I" component of the development is not allowed from the Lake Pleasant road, but is restricted to the existing internal street fabric of Sedgfield;
 - [xi] The erf will be supplied by an 11kV Bulk electrical supply;

- [xii] The Bulk Metering point will be situated next to erf 2952;
- [xiii] The developer must install a Ring Main Unit to the Electrical Engineer's specification, on the cnr. Of Frazer and Lake Pleasant Drives;
- [xiv] The ring feed between erf 3040 and Lake Pleasant must be closed by means of the installation of a 70mm² x 3c Cu 11/11kV Cable at the cost of the developer and in accordance to the Electrical Engineer's specification;
- [xv] Augmentation fees will be payable on the Notified Demand requested;
- [xvi] Capital Contribution levies for the Sedge East Switching station must be paid at a rate of R250.00/kVA + VAT;
- [xvii] The development will only be permitted after Eskom have completed the upgrading of the 132kV supply line to Knysna and have allowed Knysna Municipality to increase the Notified Demand and the completion of the new 10MVA transformer for Sedgefield project;
- [xviii] Load Switch Accommodation is required and will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant;
- [xix] Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
- [xx] Low energy lamps are to be used in all fittings;
- [xxi] A site development plan be submitted to the satisfaction of the Director: Technical Services and the Director: Planning and Development;
- [xxii] Separate skips or suitable containers shall be utilized for the following waste materials: building materials, recyclable material, green waste and non-recyclables;
- [xxiii] The disposal of all waste shall be undertaken by the developer to the relevant and appropriate waste sites and recycling centre;
- [xxiv] The development shall, upon completion, have a waste management facility and an Integrated Waste Management Plan/System, to Council's approval;
- [xxv] Any green waste as a result of the development, must be chipped on-site and/or disposed of at an approved site;
- [xxvi] Local labour and contractors from within the Knysna Municipal area shall be utilised wherever possible, and, in this regard, contracts regarding BEE, (including those relating to transportation of employees) to the satisfaction of Council, shall be submitted to the Director: Corporate Services for approval prior to commencement of construction, and a monthly report on labour and contractors shall be submitted to the Director: Community Services for information of Council;
- [xxvii] A 5kl rain water tank with a practical method of utilizing rain water collected from the roofs of buildings for at least garden and swimming pool use shall be installed in respect of each residential erf. The water tank is to be architecturally treated, to be aesthetically compatible with the style of the development;

- [xxviii] Dual flush toilet cisterns and low volume taps and shower heads shall be installed in all units;
 - [xxix] All costs pertaining to the application shall be for the account of the applicant, unless otherwise indicated;
 - [xxx] Normal building plan approval shall be required and no aesthetic approval is implied in this approval;
- [c] That the subdivision of Portion 23 of farm Ruygte Valley No. 205 Knysna into 93 Residential Zone I erven, 1 Residential Zone V, 1 Business Zone II, 1 Resort Zone I, 4 Open Space Zone II and public roads be **Approved** in terms of Section 25 of the Land Use Planning Ordinance (No. 15 of 1985) subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] New Surveyor General Plans shall be provided to the Council by the applicant, upon registration of the subdivided portions.
 - [ii] The following conditions of title must be registered against each of the subdivided portions and the remainder, except where similar conditions have, in the opinion of the Conveyancer, already been registered against the original property or properties:
 - a] The owner of this erf shall without compensation, be obliged to allow gas mains, electricity, telephone and television cables and/or wires and main and/or other waterpipes and the sewage and drainage including storm water of any other erf or erven to be conveyed across this erf, and surface installations such as mini-substations, meter kiosks and service pillars to be installed thereon if considered necessary by the local authority in such manner and position as may from time to time be reasonably required. This shall include the right of access to the erf at any reasonable time for the purpose of constructing, altering, removing or inspecting any works connected with the above;
 - b] The owner of this erf shall be obliged, without compensation, to receive such material or permit such excavation on the erf, as may be required to allow use of the full width of the street and provide a safe and proper slope to its bank owing to difference between the levels of the street as finally constructed and the erf, unless he elects to build retaining walls to the satisfaction of and within a period to be determined by the local authority.
 - [iii] Satisfactory arrangements for the essential removal of telephone or telegraph routes which cross the land being subdivided must be made with the Post Office in terms of Section 83(1) of the Post Office Act.

File number: 15/2/5/3
Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP07/11/13 **ERF 11997, CONCORDIA ROAD, ETHEMBENI, KNYSNA: PROPOSED REZONING (APPLICATION No. 455)**

RESOLVED

- [a] That the following correspondence be noted:
- (i) Copy of the motivation report from VPM Planning received on 28 May 2013;
 - (ii) Comments from internal departments printed on 20 October 2013;
 - (iii) Comments from Corporate Services dated 13 June 2013;
 - (iv) Applicant's response to comments and objections dated 20 September 2013.
- [b] That **approval be granted** in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the rezoning of Erf 11997, Knysna, from "Public Open Space" to "Informal Residential Zone";
- [c] That **approval be granted** in terms of Section 30 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the amendment of General Plan No. 3085/2004 in order to change the designation of Erf 11997, Knysna, from "Public Place" to "Informal Residential";
- [d] That subject to the written consent from the Provincial authority, **approval be granted** in terms of Section 4(1)(b) of the Less Formal Township Establishment Act, 1991 (Act No. 119 of 1991) for the amendment of General Plan No. 3085/2004 in order to change the designation of Erf 11997, Knysna, from "Public Place" to "Informal Residential"; and
- [e] That **approval be granted** Section 137 of Municipal Ordinance, 1974 (Ordinance No. 20 of 1974) for the closure of a "Public Place" being Erf 11997, Knysna;
- [f] That the approvals recorded in paragraphs b to e above be subject to the following conditions imposed in terms of Section 42 of the Ordinance:
- (i) That the property owner shall take responsibility for ensuring compliance with these conditions;
 - (ii) This approval applies only to the rezoning as outlined above and may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - (iii) Council shall advertise its decision in terms of the Municipal Ordinance, 1974 (Ordinance 20 of 1974) within 30 days of the date of finalization of this application;
 - (iv) Any electrical services encountered will be relocated at the cost of the applicant;
 - (v) The erf will be limited to one 30 amp electrical service;

- (vi) Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
- (vii) Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant; and
- (viii) The storm water should be managed on site.

File number: 15/2/5/2

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP08/11/13 **ERF 10621 – 10623, CNR R N NGETHU & D N NGXALE STREET, JOODSE KAMP, KNYSNA: APPLICATION FOR REZONING, DEPARTURE AND AMENDMENT OF A GENERAL PLAN (APPLICATION NO. 511)**

Also refer item 10.6.

RESOLVED

- [a] That the matter with regard to Erf 10621 – 10623, corner of Ngethu and D N Ngxale Street, Joodse Kamp, Knysna: application for rezoning, departure and amendment of a general plan (application no. 511) be referred to the Mayoral Committee meeting scheduled for 21 November 2013 to enable the Director : Planning and Development to arrange a site visit;
- [b] That the full report be referred to Council for decision.

File number: 15/2/5/2

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP09/11/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 SEPTEMBER 2013**

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 as at 30 September 2013, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

CMP10/11/13 **KNYSNA, ERF 13422, 545 PEZULA PRIVATE ESTATE**

Also refer item 10.7

RESOLVED

That the matter with regard to Erf 13422, 545, Knysna, Pezula Private Estate be referred to the Council meeting to be held on 28 November 2013.

File number: 9/1/2/13

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP11/11/13 **PLANNING AND DEVELOPMENT: MONTHLY REPORTS**

RESOLVED

- [a] That the monthly report for September 2013 received from the Director: Planning & Development Services [Environmental Management], be noted;
- [b] That the monthly report for September 2013 received from the Director: Planning & Development Services [Town Planning, Building Control], be noted;
- [c] That the monthly report for September 2013 received from the Director: Planning & Development Services [Integrated Human Settlements], be noted.

File number: 9/1/2/13

Execution: Director: Planning and Development
Manager: Environmental Management
Manager: Town Planning and Building Control
Acting Manager: Integrated Human Settlements

CMP12/11/13 **MONTHLY REPORT: TOWN ELECTRO-TECHNICAL ENGINEER**

RESOLVED

That the monthly report for September 2013 received from the Town Electro-technical Engineer, be noted.

File Number: 9/1/2/1

Execution: Town Electro-technical Engineering

CMP13/11/13 **MONTHLY REPORT DIRECTOR: TECHNICAL SERVICES**

RESOLVED

- [a] That the monthly report for September 2013 received from the Director: Technical Services[Public Works, Sewer and Water Works], be noted;
- [b] That a plan be put in place for the storm water issues and that a report in this regard be submitted to the Section 80 committee meeting in February 2014 and in the event that there are any individual problems prior to the meeting in February 2014, the relevant directorates and the Chairperson of the Planning Development and Infrastructure Committee be informed by electronic mail.

File number: 9/1/2/1

Execution: Director: Technical Services
Managers: Public Works & Sewer and Water Works

CSG01/11/13 **APPROVAL OF GRANTS-IN-AID: 2013/2014**
Director: Corporate Services [Administration]

RESOLVED

That the item with regard to Approval of Grants-In-Aid: 2013/2014 be dealt with under item CM03/11/13.

File Number: 5/11/1

Execution: Director: Corporate Services
Manager: Administration

CM01/11/13 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 SEPTEMBER 2013**

RESOLVED

That the Detailed Capital Budget Report: 2013/2014 financial year as at September 2013, be noted.

File Number: 5/12/1

Execution: Director: Financial Services
Manager: Budget Office

CM02/11/13 **SCHEDULE OF MEETINGS: NOVEMBER 2013 - JUNE 2014**

Director: Corporate Services

RESOLVED

- [a] That the schedule of meetings as approved per Municipal Council resolution CM 10/07/13 on 5 August 2013, be herewith reconfirmed subject to the following and [b] below:
1. The Speaker in consultation with the Municipal Manager, may advance or postpone the date of scheduled Ordinary Municipal Council Meetings;
 2. The Executive Mayor may, in consultation with the Municipal Manager, advance or postpone the dates of scheduled Mayoral Committee Meetings;
 3. The Chairpersons of the respective Portfolio Committees (in consultation with the Executive Mayor) Audit Committee and Municipal Public Accounts Committee may advance or postpone the dates of relevant schedule meetings in consultation with the Municipal Manager.
- [b] That the advancement and/or postponement as mentioned in [a] above are subject to proper notice being given to members of such Municipal Council/ Committee.
- [c] That the Speaker and Chairpersons of the Portfolio Committees (in consultation with the Executive Mayor), Audit Committee and Municipal Public Accounts Committee (in consultation with the Municipal Manager) and subject to [b] above, may call relevant Special Meetings if and when required to do so.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Administration

CM03/11/13 **APPROVAL OF GRANTS-IN-AID: 2013/2014**

Director: Corporate Services

Cllr De Vries listed a number of reasons why the ANC does not support the approval for the Grants-In-Aid 2013/2014, and proposed that the recommendation not be approved.

Cllr Gombo seconded the proposal by Cllr De Vries and expressed her disappointment in the unjust and inconsistent manner in which the Grants-In-Aid are dealt with and suggested that the Grants-In-Aid be re-advertised.

The Speaker called the matter to a vote.

10 votes were recorded in favour of the original recommendation while 9 votes were recorded against the recommendation.

The recommendation as set out in the Agenda was thus carried.

RESOLVED

- [a] That the Grants In Aid 2013/2014 report, be noted;
- [b] That the Provisional Grant-In-Aid Allocations by the Advisory Committee as indicated in their report dated 06 September 2013, be approved subject to the amount for the Vermont Center being increased to R 50 000 and the total amount being increased to R 609 500; and
- [c] That the administration ensure that all the required documentation be provided per applicant as per the policy before any payment is approved.
- [d] That the terms as per Clause 4.1(j) of the Policy the Advisory Committee may approve application of up to R 10 000 notwithstanding the fact that the documentation has not been provided, be noted.

File Number: L338

Execution: Director: Corporate Services
Manager: Administration

CM04/11/13 **REVIEW AND APPROVAL OF RECRUITMENT AND SELECTION POLICY**

Director: Corporate Services

Also refer item 10.5.

RESOLVED

- [a] That the Committee notes the contents of the report;
- [b] That the Committee refers the amended Recruitment and Selection Policy to Council for approval.

File Number: 9/1/2/8

Execution: Director: Corporate Services

Manager: Human Resource

CM05/11/13 **CLARIFICATION OF ACTING MUNICIPAL MANAGER ALLOWANCE**
Municipal Manager

The Executive Mayor, seconded by Cllr Hart proposed that [a] be amended from “5 consecutive days” to “10 consecutive working days”.

Cllr Litoli and Cllr De Vries expressed their concern that all the Directors are not given an equal opportunity to be the Acting Municipal Manager.

Cllr De Vries proposed, seconded by Cllr W Litoli that the amendment in [a] not be approved.

Cllr Van Aswegen expressed his dissatisfaction that the Acting allowance is being paid for 5 days in the case of a Director, but is paid for 10 days for the rest of the Municipal staff. Cllr Van Aswegen expressed his concern with regard to the fact that the contracts of the directors does not allow for remuneration for acting.

The Municipal Manager confirmed that it has been Municipal practice that Directors acting for 5 consecutive days be paid.

At this time in the meeting Cllr Dyantyi stepped out of the Council Chamber and was not present during the voting process.

The Speaker called the matter to a vote.

10 votes were recorded in favour of the amendment of [a] to the recommendation while 8 votes were recorded against the recommendation.

The recommendation, with the amendment of [a] was thus carried.

RESOLVED

- [a] That Council approves that an acting allowance to a Director Acting as the Municipal Manager be paid whenever the Director acts for more than 5(five) consecutive working days;
- [b] That the recommendation in [a] above be confirmed to be in place from the 1st of July 2013.

File Number: 4/1/2/1

Execution: Municipal Manager

CM06/11/13 **OPCAR JUNE 2013**
Municipal Manager

RESOLVED

- [a] That the Committee notes the progress made on the OPCAR;
- [b] That the item be referred to the Section 80 committee meeting in February 2014 with the proviso that all Councillors will receive the September and December 2013 OPCAR reports prior to the Section 80 Committee meeting.

File Number: 4/1/2/1

Execution: Municipal Manager

9.1 **EDEN DISTRICT MUNICIPALITY**

Cllr T Nayler advised Council that Eden Council meetings are 4 per year (quarterly) and the last meeting will be on 3rd December 2013.

9.2 **REPORT FROM THE SPEAKER**

RESOLVED

That the contents of the report from the Speaker regarding attendance of Councillors appointed to represent the Municipal Council on external bodies, be noted.

File Number: 9/1/1/1

Execution: Municipal Manager

9.3 **FROM THE SPEAKER REGARDING COUNCIL REPRESENTATION ON VARIOUS FORUMS/COMMITTEES/BOARDS**

RESOLVED

- [a] That Council notes the contents of the report regarding Council representation on various Forums/ Committees/ Boards;
- [b] That the report be referred back to the Governance and Economic Development Committee meeting in February 2014 for consideration and discussion.

File Number: 3/2/2

Execution: Municipal Manager

Director: Corporate Services

9.4 **REPORT FROM THE SPEAKER – CHANGES IN WARD COMMITTEE MEMBERSHIP**

RESOLVED

- [a] That the contents of the report by the Speaker on changes in Ward Committee membership be noted;
- [b] That the passing away of Mr. Grant McAlpine be noted;
- [c] That Mr Michael Jacobs be removed as a member of the Ward Committee;
- [d] That the Administration takes the necessary steps to remove the persons as mentioned in [b] and [c] above, from the payroll system;
- [e] That the relevant Ward Councillors take steps as set out in Section 18 of the Ward Committee Constitution to fill vacancies created by the removal of Ward Committee members, as mentioned in [c] above;
- [f] That after vacancies have been filled in terms of [e] above a report be submitted to the Municipal Council for information and approval.

File Number: 3/3/3/4

Execution: Municipal Manager
Director: Corporate Services

9.5 **REPORT FROM THE DEPUTY EXECUTIVE MAYOR**

RESOLVED

That the contents of the report regarding the days on which the Deputy Executive Mayor acted as Executive Mayor and attended events as the Deputy Executive Mayor, be noted.

File Number: 9/1/1/1

Execution: Municipal Manager

10.1 **QUARTERLY REPORT ON THE IMPLEMENTATION OF THE BUDGET AND THE FINANCIAL AFFAIRS OF THE MUNICIPALITY FOR SEPTEMBER 2013**

RESOLVED

- [a] That cognisance be taken of the quarterly report on the implementation of the budget and the financial affairs for Knysna Municipality referred to in section 52(d) of the MFMA for the quarter ended 30 September 2013;
- [b] That the monthly in-year report for September 2013 was submitted to the Executive Mayor, National Treasury and Provincial Treasury on 14 October 2013, being the 10th working day after the end of September, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Budget Office

10.2 **REPORT ON THE LEASE BETWEEN KNYSNA MUNICIPALITY AND MASAKHANE BUSINESS CORPORATION (SANLAM MALL)**

RESOLVED

That the item be withdrawn until issues with regard to the lease between Knysna Municipality and the Masakhane Business Corporation be discussed and debated in the Governance and Economic Development Committee meeting to be held in February 2014.

File Number: C79

Execution: Director: Corporate Services
Manager: Legal Services

10.3 **COMMUNITY DEVELOPMENT WORKER OPERATIONAL GRANT REDUCTION 2013/14**

The Executive Mayor, seconded by Cllr Edge proposed that the Municipal Manager not sign the agreement until the matter has been referred back and discussed in the section 80 to be held in February 2014.

Cllr De Vries, seconded by Cllr Litoli proposed that Council make provision for the matter in the adjustment budget.

At 12:40 Cllr Edge requested for a 5 minute recess.

The Speaker granted a 15 minute body break instead.

At 12:55 The Executive Mayor with the permission of Cllr Edge withdrew her first proposal and seconded the proposal by Cllr De Vries that [a] stay as is, [b] read as follows: That the Municipal Manager not sign the agreement until further discussions on the item has taken place at the Governance and Economic Development Committee meeting to be held in February 2014; and [c] that provision be made in the adjustments budget for the Community Development Worker Operational Grant.

RESOLVED

- [a] That the correspondence from the Department of Local Government regarding the 40% reduction in the Community Development Worker Operational Grant to Knysna Local Municipality dated 15 October 2013, be noted;
- [b] That the Municipal Manager not sign the applicable agreement until future discussions on the item has taken place at the Governance and Economic Development Committee meeting to be held in February 2014;
- [c] That provision be made in the Adjustments Budget for the Community Development Worker Operational Grant.

File Number: 5/7/R

Execution: Director: Corporate Services
Manager: Public Participation

10.4 **IMMOVABLE PROPERTY MANAGEMENT POLICY**

RESOLVED

That the Management of Immoveable Property Policy, as attached to the Agenda, be approved.

File Number: 7/2/1/P

Execution: Director: Corporate Services
Manager: Records & Property management

10.5 **RECRUITMENT AND SELECTION POLICY**

RESOLVED

That the Recruitment and Selection Policy be withdrawn and resubmitted, inclusive of all outstanding matters, to the Special Council meeting to be held on 12 December 2013.

File Number: 4/1/1/P

Execution: Director: Corporate Services
Manager: Human Resources

10.6 **ERF 10621 – 10623, CNR R N NGETHU & D N NGXALE STREET, JOODSE KAMP, KNYSNA: APPLICATION FOR REZONING, DEPARTURE AND AMENDMENT OF A GENERAL PLAN (APPLICATION NO. 511)**

RESOLVED

- [a] That the following correspondence be noted:
- (i) A copy of the applicant's motivation dated 25 July 2013 and 15 October 2013;
 - (ii) Copies of affidavits from the affected property owners;
 - (iii) Applicant's response to comments printed on 29 October 2013;
 - (iv) A completed consent form from the owner of Erf 10621 Knysna;
 - (v) Comments from SANParks dated 6 August 2013;
 - (vi) A copy of internal comments printed on 29 October 2013
- [b] That **approval be granted** in terms of Section 4(1)(b) of the Less Formal Township Establishment Act, 1991 (Act 119 of 1991) for the amendment of General Plan No. 101/2000 approved on 21 February 2002 in order to allow the amendment of Erf boundaries of Erf 10621, 10622 and 10623 Knysna;
- [c] That subject to the written consent for the amendment of the general plan in terms of the Less Formal Township Establishment Act, 1991 (Act 119 of 1991), **approval be granted** in terms of Section 30(1) of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the amendment of General Plan No. 101/2000 (approved on 21 February 2002) in order to amend site boundaries for Erven 10621(401), 10622(435) and 10623(237) indicated as such on Drawing No. K10622Sub-2 prepared by VPM Surveys;
- [d] That **approval be granted** in terms of Section 17 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the rezoning of Portion C as

indicated on Drawing No. K10622Sub-2 prepared by VPM Surveys from “Institutional Zone” to “Educational Zone” for the purpose of a crèche;

- [e] That **approval be granted** in terms of Section 15 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the relaxation of 8m overall building line on Portion indicated as such on Drawing No. K10622Sub-2 prepared by VPM Surveys in order to accommodate an existing crèche building, subject to the following conditions:
- (i) This approval applies to the applications as outlined above and may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - (ii) The property owner shall be responsible for the cost of complying with the conditions outlined hereunder;
 - (iii) An equivalent of 1 Water augmentation and 1 sewer augmentation levy shall be due;
 - (iv) Should any electrical services be encountered it will be relocated at the cost of the applicant;
 - (v) Both erven are limited to their existing electrical supply. Should an increased capacity be required it will be at the cost of the applicant;
 - (vi) These costs will include capital contribution fees, the installation of a mini-sub and the upgrading of the MV & LV network;
 - (vii) Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
 - (viii) Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department’ specification and the switch will be purchased by the applicant;
 - (ix) Energy-saving lamps are to be used in all fittings.

File number: 15/2/5/2

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

10.7 **KNYSNA, ERF 13422, 545: PEZULA PRIVATE ESRTATE**

RESOLVED

That the application for the rezoning of Erven 13422; 13423; and 13491 Pezula Estate, Knysna from “Private Open Space” to “Single Residential Zone”, be resubmitted to the Special Council meeting on 12 December 2013 with all the necessary documentation attached.

File number: 9/1/2/13

Execution: Director: Planning and Development
Manager: Town Planning and Building Control

10.8 **UPDATE ON WATER SITUATION**

A copy of the report was handed out to all Councillors and a verbal report was given at the meeting by Cllr L Hart.

11. **URGENT MATTERS**

a. **PAYMENT OF CLEANERS FOR ALL WARD COUNCILLORS OFFICES**

Cllr W Litoli raised the matter with regard to payment of cleaners for all ward councilors offices.

The Speaker informed Council that Cllr Litoli has not yet submitted the relevant documentation in support of this matter to her office and the Speaker requested Council to deliberate the urgency of the matter.

The Speaker called the matter to a vote.

9 votes were recorded in favour of the matter being regarded as urgent while 10 votes were recorded against the matter being regarded as urgent.

The matter was not considered as urgent and was therefore not discussed.

b. **INCREASES OF COUNCILLOR ALLOWANCES**

Cllr Van Aswegen raised the matter with regard to the increase of Councillor allowances.

The Speaker called the matter to a vote.

9 votes were recorded in favour of the matter being regarded as urgent while 10 votes were recorded against the matter being regarded as urgent.

The matter was not considered as urgent and was therefore not discussed.

c. **OVERFLOWING SEWER IN WARD 8**

Cllr Sopeki advised that the matter with regard to a sewer overflowing in her Ward has been reported numerously and the Planning Development and Infrastructure Chairperson is aware of the matter. There were measures to be put in place and that have not taken place.

The Speaker called the matter to a vote.

16 votes were recorded in favour of the matter being regarded as urgent while no votes were recorded against the matter not being regarded as urgent. Cllr Litoli, Cllr Van Aswegen and Cllr Witbooi abstained from voting.

The matter was regarded as urgent.

Cllr Sopeki expressed her concern about the nature of the matter and the fact that the fumes of the sewer can cause danger to the health of the community.

The Speaker proposed that the matter be regarded as urgent and that it be attended to on 28 November 2013.

RESOLVED

- [a] That the matter with regard to the overflowing of the sewer in Ward 8 be attended to on 28 November 2013 and that if the matter cannot be attended to on 28 November 2013 it be reported on at the Special Council meeting on 12 December 2013;
- [b] That the Portfolio Chairperson, Cllr Hart, be updated on the progress on a day to day basis.

d. NOTICE BOARDS AT PUBLIC AMENITIES

Cllr Van Aswegen raised concern with regard to Notice boards informing the public of rules at the specific recreational areas but that the rules are not enforceable. He informed Council that such a notice board was erected at Cathy Park. Cllr Van Aswegen requested that the Notice Boards be removed.

The Speaker called the matter to a vote.

9 votes were recorded in favour of the matter being regarded as urgent while 10 votes were recorded against the matter being regarded as urgent.

The matter was not considered as urgent.

12. ITEMS IN COMMITTEE

See separate Minute.

13. CLOSURE

The Speaker thanked everyone who attended and the meeting concluded at 13:15.

-oOo-

6.2 Special Council: Motion of Condolences: 6 December 2013

RECOMMENDATION OF THE MUNICIPAL MANAGER

That the minutes of the Special Council meeting held on 6 December 2013, be approved.

MINUTES

OF THE SPECIAL MEETING
OF THE
MUNICIPAL COUNCIL OF KNYSNA LOCAL MUNICIPALITY

WHICH WAS HELD ON
Friday, 6 December 2013

at 9:00

in the Municipal Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr Wasserman, M (DA)
Deputy Executive Mayor, Cllr Edge, ED (DA)
Cllr Barrell, RA (DA)
Cllr Dyantyi, M (ANC)
Cllr Dawson, R (DA)
Cllr De Vries (ANC)
Cllr Gombo, TME (ANC)
Cllr Grootboom, IWJ (DA) *(from 09:23)*
Cllr Hart, LM (DA)
Cllr Tyokolo, B (DA)
Cllr Litolli, WN (ANC)
Cllr Lizwani, M (ANC)
Cllr Nayler, T (DA)
Cllr Nkam, PP (ANC)
Cllr Sopeki, N (Independent)
Cllr Williams, M (DA)
Cllr Van Aswegen, E (COPE)
Cllr Witbooi, CK (ANC)

OFFICIALS IN ATTENDANCE

Waring, L	Municipal Manager
Ellman, B	Director: Corporate Services
Easton, G	Director: Financial Services
Maughan-Brown, M	Director: Planning and Development
Rhode, M	Director: Technical Services
Adonis, D	Director: Community Services
Richardson, L	Town Electro-technical Engineer
Mattheus, C	Manager: Administration
Lakay, J	Manager: Council Committees and Cllr Support
Bezuidenhout, C	Manager: Communications and Customer Relations
Phillips, E	Manager: Integrated Development Plan
Bridge, V	Manager: Information Technology
Vumazonke, S	Public Participation Co-ordinator
Kalani, J	Manager: Public Participation
Swart, L	Personal Assistant to the Full Time Councillors
Mtwa, S	Committee Officer
Boyce, M	Compliance Officer
Meyer, R	Chief: Social Services and Disaster Management
Scholtz, A	Communications Officer
Fandese, N	Committee Officer
Klein, V	Secretary to the Director: Corporate Services

AUDIT COMMITTEE

Metelerkamp, N Chairperson: Audit Committee

1. **OPENING AND WELCOME**

The Speaker welcomed Councillors, officials and members of the public to the meeting.

One minute of silence was observed in memory of the departed, Former President Mandela.

Mr Richard Meyer then proceeded with a prayer.

2. **ATTENDANCE**

2.1 Councillors: Present
18 Councillors were present.

2.2 Councillors: Absent With Leave

Executive Mayor, Cllr Wolmarans, G (DA)

2.3 Councillors: Absent Without Leave

None.

3. **NOTING OF THE PROVISIONS OF SCHEDULE 1 (THE CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, ACT 32 OF 2000 AND DECLARATION OF INTEREST**

RESOLVED

1. That the Code of Conduct for Councillors be noted.
2. That it be noted that no member of the Municipal Council declared any interest on the item on the Agenda.

NOTED

4. **NEW ITEMS**

SC04/12/13 **MOTION OF CONDOLENCE**

The Deputy Executive Mayor addressed Council:

“Madam Speaker, Members of Council, officials, and members of the media and the public,

It is with deep sadness that we hold this Special Council Meeting to mark South Africa’s loss of its greatest leader, Nelson Rolihlahla Mandela.

Every South African’s life had in some way been touched by the life, words and deeds of Madiba. As political leader and this country’s first democratically elected President, he used his exceptional influence to ensure a peaceful political transition in a time when South Africa risked civil war. Once democracy was ensured, he became the voice behind Africa’s new struggle, HIV Aids, and established the Nelson Mandela Children’s Fund. These are of course only a few of the things that Madiba have done for our country and the world, and over the next few days and weeks we are going to be reading and hearing a lot about all the good things that he has done, said and accomplished.

And, while we are sad for the gap he leaves behind, we are also grateful that he can now be at peace. After 95 extraordinary years in which he had to be so many things to so many people around the world, Tata can finally rest.

The Knysna Municipality offers our deepest condolences and sympathy to the family and loved ones of Madiba. Our prayers are with you in this sad and demanding time, and wish that you will nonetheless feel blessed and loved by those around you.

Closer to home, some of our locals have met Nelson Mandela right here in our community. In January 2008 he spent some time in Knysna at one of the Noetzie Castles, where he had taken a well-deserved break following extensive overseas travel. There are lovely stories of people walking on the beach at Noetzie, not believing their eyes when the world's most famous leader started waving to them from the Castle balcony. While he was obviously tired at the time, he was more than willing to have his picture taken with staff members of the hotel – from the owner right down to the cleaners.

In 2005 the Garden Route also hosted a 46664 concert at Fancourt in George. This was an international HIV/Aids fundraiser and awareness campaign that brought famous musicians such as Will Smith, Annie Lenox, Katie Melua and Queen to this region. While he made only a brief appearance during the concert, Madiba hosted the celebrities and continued to be the best public relations officer this country will ever have. He made sure the celebrities knew why they were here – to give of their time and money towards the country's children and the fight against HIV/Aids – and left a lasting impression on all of them that will ensure that they remember the Garden Route with fondness.

To the people of the Greater Knysna area I ask that you use this time of mourning to show respect and appreciation for Madiba's legacy of peace and reconciliation. We know that the collective sadness of this time has the potential of becoming hysterical, but we appeal to all South Africans to let this time be filled with all the hope and positive energy for which Madiba was known, as we believe that that is what he would have wanted.

On a more practical note, the Knysna Municipality will open nine of its venues as places of tribute, where citizens can pay their last respects and write in provided books of tribute. Representatives of local churches, family support services and non-profit organisations as well as trained councillors will be available to provide grief counseling. Live broadcasts of the Madiba-related coverage will be screened on big screens at all places of tribute.

The venues, and the times that they will be open, will be advertised and are expected to remain open for about ten days.

The Knysna Municipality is working closely with all relevant local and regional safety and security services to ensure a safe and peaceful mourning period.

We will keep residents informed with municipal-related arrangements via loud haling, the website www.knysna.gov.za and twitter @KnysnaMuni.

While his physical presence will no longer be with us, Nelson Mandela's legacy will remain irrevocably part of South Africa and its people.

In his memory, we will strive to become the best we can be – as people and as a municipality.

In his memory we appeal to our people, our neighbours, our country and the world to remember Tata respectfully and with a greater purpose in mind: to improve the lives of others wherever they may go.

Thank you.

The Deputy Executive Mayor, Cllr E Edge proposed, seconded by Cllr S De Vries, that the Motion of Condolence be adopted.

The motion was carried unanimously.

RESOLVED

That the motion of condolence received from the Deputy Executive Mayor, as set out hereunder, be adopted:

MOTION OF CONDOLENCE

It is with great sadness that we salute and say goodbye to someone who has worked so endlessly for the advancement of our country.

The first President of democratic South Africa was an extraordinary man who in his long life experienced times of hardship and sadness yet led us to soar in many moments of triumph. After his presidency he continued to work ceaselessly to unite the country domestically and to promote it abroad. The world has lost one of its pillars and will be sorely missed by the people of the new South Africa.

Hamba kahle Tata Madiba.

Dit is met diep hartseer dat ons hulde betoon en totsiens sê aan iemand wie so onophoudelik vir die verbetering van ons land gewerk het.

Die eerste President van demokratiese Suid-Afrika was 'n besonderse man wie in sy lang lewe tye van ontbering en hartseer beleef het maar ons tot vele oomblikke van oorwinning gelei het. Ná sy presidentskap het hy onverpoosd voortgegaan om hom vir die vereniging van die land plaaslik en die bevordering daarvan oorsee te beywer. Die wêreld het een van sy steunpilare verloor en sal ten seerste deur die mense van die nuwe Suid-Afrika gemis word.

Totsiens Tata Madiba.

Sivakalisa usizi novelwano ngokushiywa liqhawe lesizwe elisebenze ngokuzingca ukuphuhlisa uluntu nelizwe lethu.

UMongameli wokuqala womZantsi Africa okhululekileyo ube eyindoda eligorha kakhulu. Ebomini bakhe obude, uphumele kumabakala obunzima nosizi, kodwa nguyeye owenze ukuba sintinge sibhabhele phezulu kumabakala empumelelo noloyiso. Emveni kokuba ethathe umhlala phantsi, usebenze

kakhulu ekumanyeni ilizwe lethu kwaye waphuhlisa ukuhlonipheka kwalo kumazwe angaphandle. Ihlabathi liphela liphulukene nenye yeentsika zalo. Uyakusoloko ekhunjulwa ngabemi bonke bomzantsi afrika.

Hamba kahle Tata Madiba.

I hereby move:

That the Knysna Municipality hereby extends its heartfelt condolences to the Mandela family, and the current South African Presidency, on the passing of former President Nelson Mandela.

Execution: Municipal Manager

Cllrs De Vries, Van Aswegen, Barrell and Dawson expressed their sadness on the passing of former President Nelson Mandela.

Each of the above-mentioned Councillors shared their personal experiences with the late former President and extended their condolences to the family, friends and fellow citizens of South Africa.

Cllr T Nayler, on behalf of the Eden District Municipality, extended her condolences to the Mandela family.

6. **Closure**

Ms Marlene Boyce led the Chamber in singing the National Anthem.

The Speaker thanked everyone for attending and the meeting concluded at 09:37.

-oOo-

6.3 Special Council meeting: 12 December 2013

RECOMMENDATION OF THE MUNICIPAL MANAGER

That the minutes of the Special Council meeting held on 12 December 2013, be approved.

MINUTES

OF THE SPECIAL MEETING
OF THE

MUNICIPAL COUNCIL OF KNYSNA LOCAL MUNICIPALITY

WHICH WAS HELD ON
Thursday, 12 December 2013

at 9:00

in the Municipal Council Chamber

COUNCILLORS IN ATTENDANCE

Speaker, Cllr Wasserman, M (DA)
Executive Mayor, Cllr G Wolmarans
Deputy Executive Mayor, Cllr Edge, ED (DA)
Cllr Barrell, RA (DA)
Cllr Dyantyi, M (ANC)
Cllr Dawson, R (DA)
Cllr De Vries (ANC)
Cllr Grootboom, IWJ (DA)
Cllr Hart, LM (DA)
Cllr Tyokolo, B (DA)
Cllr Litoli, WN (ANC)
Cllr Lizwani, M (ANC)
Cllr Nayler, T (DA)
Cllr Nkam, PP (ANC)
Cllr Sopeki, N (Independent)
Cllr Williams, M (DA)
Cllr Van Aswegen, E (COPE)
Cllr Witbooi, CK (ANC)

OFFICIALS IN ATTENDANCE

Waring, L	Municipal Manager
Ellman, B	Director: Corporate Services
Maughan-Brown, M	Director: Planning and Development
Maree, S	Acting Director: Technical Services
Adonis, D	Director: Community Services
Richardson, L	Town Electro-technical Engineer
Paulsen, M	Manager: Legal Services
Mattheus, C	Manager: Administration
Lakay, J	Manager: Council Committees and Cllr Support
Bezuidenhout, C	Manager: Communications and Customer Relations
Tyelela, G	Manager: Human Resources
Vumazonke, S	Public Participation Coordinator
Ngalo, M	Legal Advisor
Meyer, R	Chief: Safety and Security and Disaster Management
Swart, L	Personal Assistant to the Full Time Councillors
Mtwa, S	Committee Officer

AUDIT COMMITTEE

Metelerkamp, N Chairperson: Audit Committee

1. **OPENING AND WELCOME**

The Speaker welcomed Councillors, officials and members of the public to the meeting.

2. **ATTENDANCE**

2.1 Councillors: Present

18 Councillors were present.

2.2 Councillors: Absent With Leave

Resolved

That leave of absence be granted to Cllr Gombo, TME (ANC).

2.3 Councillors: Absent Without Leave

None.

3. **NOTING OF THE PROVISIONS OF SCHEDULE 1 (THE CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, ACT 32 OF 2000 AND DECLARATION OF INTEREST**

RESOLVED

3. That the Code of Conduct for Councillors be noted;
4. That it be noted that no member of the Municipal Council declared any interest on any item in the Agenda.

NOTED

4. **NEW ITEMS**

SC01/12/13 **AMENDMENT TO PROCEDURE FOR INVESTIGATION OF BREACH OF CODE OF CONDUCT FOR COUNCILLORS**

This item stood down and was only discussed after item 4.7 SP07/12/13 on the Agenda.

The Speaker adjourned the meeting at 09:45 until 10:00 whereafter the item was discussed.

An amended recommendation was electronically sent to councillors and a hard copy was also handed out at the meeting.

Cllr Barrell proposed, seconded by Cllr Hart that recommendation [b] be amended by adding the following:

“or any applicable legislation or policy”

to be added between the words “conduct” and “to” in the second line of the recommendation.

This proposal was unanimously adopted and will be reflected in the resolution below.

Cllr Edge proposed, seconded by Cllr Grootboom, that the recommendation be approved subject to the phrase “Code of Conduct Committee” be replaced by “Disciplinary Committee”.

A counter proposal was submitted by Cllr Van Aswegen, seconded by Cllr De Vries that Cllr Grootboom be appointed the Chairperson of the Disciplinary Committee in the absence, for whatever reason, of Cllr Barrell.

The last proposal was then put to the vote of which the results were 8 in favour and 10 against.

The proposal of Cllr Van Aswegen did thus not succeed.

The proposal of Cllr Edge to support the recommendation of the Municipal Manager, as amended, was then put to the vote.

The results of the vote was 10 for and 8 against, the proposal of Cllr Edge was thus carried.

RESOLVED

- [a] That Council amends the resolution taken at an ordinary meeting of Council on the 30th of May 2013;
- [b] That Council amends the standard provision for the investigation of breach of the Code of Conduct or any applicable legislation and policies to provide for the following list of alternates in the order that they appear:

Governing Party Disciplinary Committee members:

Clr Barrell (Chairperson)
Clr Tyokolo
Clr Grootboom

Governing Party Disciplinary Committee list of alternates:

1. Clr Hart
2. Clr Dawson
3. Clr Edge

Opposition Parties Disciplinary Committee members:

Clr Litoli
Clr Witbooi
Clr Sopeki

Opposition Parties Disciplinary Committee list of alternates:

1. Clr De Vries
2. Clr Gombo
3. Clr Dyantyi

- [c] That Clr Barrell be appointed as the Chairperson of the Disciplinary Committee and that, in the event that Clr Barrell is unable to perform his duties, that whichever alternate acts for Clr Barrell be the Chairperson of the Committee.

After the resolution was taken Cllrs Van Aswegen, De Vries, Litoli and Sopeki requested that their vote against the aforementioned resolution be minuted.

File Number: 3/2/7
Execution: Municipal Manager
Manager: Legal Services

SC02/12/13 **MUNICIPAL SERVICES AVAILABILITY CHARGE (MSAC)**

Cllr E Van Aswegen reminded the members that he opposed it when it was introduced and reiterated his objection against the MSAC once again.

RESOLVED

- [a] That the introduction of the Municipal Services Availability Charge (MSAC) be postponed until 1 July 2014;
- [b] That a further progress report on the Municipal Services Availability charge (MSAC) be given to Council at the end of March 2014.

File Number: 5/4/R
Execution: Director: Financial Services

SC03/12/13 **AUDIT OUTCOME 2012/2013 FINANCIAL YEAR**

RESOLVED

- [a] That Council notes the Clean Audit findings as issued by the Auditor General for the 2012/2013 financial year;
- [b] That Council congratulates the Municipal Manager and all municipal staff on achieving a Clean Audit.

The Executive Mayor, Cllr Van Aswegen and Cllr Witbooi congratulated the Municipal Manager and her staff on the clean audit findings.

File Number: 5/10/3
Execution: Municipal Manager
Manager: Performance

SC04/12/13 **REPORT TO COUNCIL ON OUTCOME OF THE ANNUAL PERFORMANCE REVIEWS FOR 2012-2013**

RESOLVED

That the report on the outcome of the Annual Performance Reviews for 2012-2013 be withdrawn at the request of the Executive Mayor until the Annual Report has been tabled and adopted by Council.

File Number: 4/2/1/1
Execution: Municipal Manager
Manager: Performance

SC05/12/13 **KNYSNA, ERVEN 13422, 13423 AND 13491: PEZULA PRIVATE ESTATE**

RESOLVED

- [a] That the following correspondence be noted:
- [i] Application from VPM Planning, dated 06 September 2013;
 - [ii] Letter from Western Cape Department of Transport and Public Works, dated 12 March 2013;
 - [iii] Letter from the Pezula Private Estate Home Owners Association dated 18 October 2013;
 - [iv] Email from Beryl Adams supported by (T Gwynn-Jones; D Brown; D Brierley; M Gill; S Gardener; R Ahmad; D Shah; A Baring; T Jean-Pierre) dated 16 October 2013; and
 - [v] The applicant's response to comments and objections, dated 25 October 2013;
- [b] That the application for the rezoning of Erf 13422 Knysna, in Pezula Estate (the Equestrian Centre or "Barnyard") be refused because no suitable alternative site for this facility has been identified;
- [c] That the application for the rezoning of Erf 13491 Knysna in Pezula Estate, (the Helicopter and vehicle Storage Facility) from "Private Open Space" to "Single Residential Zone", be **approved**, in terms of Section 16 of the Land Use Planning Ordinance, 1985 (No. 15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
 - [ii] The 6 properties in phase 4 (erven 13532 & 13533; erven 13522 & 13523; and erven 13527 & 13528) Knysna development be consolidated as proposed to comply with the 254 single residential stands as imposed by the Department of Environmental Affairs and Development Planning (DEADP) ROD;
 - [iii] Any alteration/transformation that exceeds 1000m², an environmental approval must be obtained from DEADP prior to building plan approval;

- [v] The Pezula Design Manual and the Knysna Zoning Scheme Regulations (1992) must be complied with;
 - [vi] Any electrical services encountered will be relocated at the cost of the applicant;
 - [vii] The applicant is to ensure that there is access to property for meter reading purposes;
 - [viii] The property will in all cases be limited to the existing electricity supply;
 - [ix] Application for an increase of electrical capacity can be made however the application will be subject to the availability of spare capacity, the upgrading of the MV & LV network and payment of Capital Contribution Fees. These additional costs will be for the cost of the applicant;
 - [x] Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
 - [xi] Load Switch Accommodation is required and it will be wired in accordance to the Electrical Department' specification and the switch will be purchased by the applicant;
 - [xii] Low energy lamps are to be used in all fittings.
 - [xiii] A proper storage area must be provided for the storage of waste on premises;
 - [xiv] The development shall include water demand management principles which are to be finally agreed in the Services Agreement. The water demand management principles shall include, but not be limited to, the following:
 - [xv] Dual-flush toilet cisterns and low volume taps and shower heads shall be installed in ablutions;
 - [xvi] Rain water harvesting, shall be installed, for at least gardening purposes, and shall be architecturally treated to be aesthetically pleasing;
 - [xvii] All lighting and street lighting shall be energy efficient lighting;
 - [xviii] Separate skips or suitable containers shall be utilized for the following waste materials: building materials, recyclable material, green waste and non-recyclables;
 - [xix] The disposal of all waste shall be undertaken by the developer to the relevant and appropriate waste sites and recycling centre;
 - [xx] The development shall, upon completion, have a waste management facility and an Integrated Waste Management Plan/System, to Council's approval;
 - [xxi] Any green waste as a result of the development, must be chipped on-site and/or disposed of at an approved site;
 - [xxii] Normal building plan approval in terms of the National Building Control and Building Regulations Act shall be applicable, and
 - [xxiii] This approval does not absolve the developer from compliance with any other approvals or statutory requirements;
- [d] That the application for the rezoning of Erf 13423 Knysna in Pezula Estate, (the Boma) from "Private Open Space" to "Single Residential Zone", be **approved**, in terms of Section 16 of the Land Use Planning

Ordinance, 1985 (No. 15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance

- [i] That transfer to the Pezula Homeowners' Association of the property identified as a replacement for the Boma (Remainder of erf 13398) and provided for in [e] below is to take place before or simultaneously with the transfer of Erf 13423 to any purchaser;
 - [ii] That prior to the transfer of Erf 13423 the Pezula Homeowners' Association is to make a firm commitment, in writing, that the Boma facility will be replaced and will be fully operational within six months of the date of transfer;
 - [iii] That a condition of the transfer will be that one million rand of the purchase price of the Erf 13423 (the amount to be escalated annually by a percentage to be determined by an independent professional Quantity Surveyor) is to be placed by the transferring conveyancer in an escrow account for the use of the Pezula Homeowners' Association in the construction of the Boma facility;
 - [iv] That all conditions listed under [c] above shall be equally applicable to this approval;
- [e] That the amendment of the subdivision plan, PEZULA/FOD/SDP/REV4 dated 04 September 2013 drawn by VPM Planning; to allow the Boma to be included in the Remainder of Erf 13398 be **approved** in terms of Section 30 of the Land Use Planning Ordinance, 1985 (No. 15 of 1985), subject to the following conditions, imposed in terms of Section 42 of the Ordinance:
- [i] The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
 - [ii] Remainder of Erf 13398 (new boma location), which is one of the Private Open Space Erven must be transferred to the Pezula Home Owners Association.

The following item appeared on the Supplementary Agenda.

SP06/12/13 **ALTERNATIVE PLACE OF TRIBUTE FOR WARD 4**

RESOLVED

That Council approves the arrangement made by the administration with regards to a replacement place of tribute for Ward 4.

The Speaker informed the Council that the following item be considered as an additional item.

SP07/12/13 **VERBAL REPORT BACK ON URGENT ITEM RAISED BY CLLR N SOPEKI AT THE COUNCIL MEETING HELD ON 28 NOVEMBER 2013 REGARDING OVERFLOWING SEWER SYSTEMS IN WARD 8**

The Municipal Manager gave a comprehensive verbal report regarding the problems and the solutions of the overflowing sewer systems in Ward 8.

RESOLVED

That the verbal report by the Municipal Manager regarding the urgent item raised by Cllr N Sopeki at the Council meeting held on 28 November 2013 regarding overflowing sewer systems in Ward 8, be noted.

5. **Closure**

The Speaker thanked everyone for attending and the meeting concluded at 10:10.

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7. **REPORTS & COMMUNICATIONS BY THE EXECUTIVE MAYOR**

No reports were received at time of compilation of the agenda.

8 RECOMMENDATIONS FROM THE EXECUTIVE MAYOR
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8.1 **REPORT: EXECUTIVE MAYOR: 23 JANUARY 2014**

The minutes of the Mayoral Committee meeting held on **23 JANUARY 2014** is attached as **Annexure** for consideration by Council.

RECOMMENDATION OF THE EXECUTIVE MAYOR

- [a] That the resolved items contained in the minutes of the Mayoral Committee meeting which was held on **23 JANUARY 2014**, a copy of which is attached as **Annexure**, by virtue of statutory power in terms of Section 56 of the Local Government : Municipal Structures Act, 1998 and delegated authority, be noted;

- [b] That the recommendations contained in the minutes of the Mayoral Committee meeting which was held on **23 JANUARY 2014**, a copy of which is attached as **Annexure** be considered and approved.

KNYSNA LOCAL MUNICIPALITY

<p>MINUTES</p>

of the

MAYORAL COMMITTEE

meeting which took place in the Council Chamber
on

Thursday, 23 January 2014

at

08:00

1. Opening and Welcoming

The Executive Mayor welcomed Councillors, officials and members of the public to the meeting.

2. In Attendance:

2.1 Councillors Present

Members:

Cllr G Wolmarans
Cllr R Dawson
Cllr L Hart
Cllr M Williams

Non-members:

Cllr R Barrell
Cllr E Van Aswegen
Cllr P Nkam
Cllr I Grootman
Cllr M Dyantyi
Cllr W Litoli
Cllr T Nayler
Cllr B Hololoshe
Cllr S De Vries
Cllr M Wasserman
Cllr M Lizwani

2.2 Officials:

Mr Ellman, B	Acting Municipal Manager
Mr Phillips, E	Acting Director: Planning and Development
Mr Jaftha, J	Acting Director: Community Services
Mr Bridge, V	Acting Director: Finance
Mr Parry, P	Acting Director: Technical Services
Mr Mattheus, C	Manager: Administration
Mr Bezuidenhout, C	Manager: Communication and Customer Relations
Mr Richardson, L	Town Electro-technical Engineer
Ms Fundi, N	Chief Account
Ms Lakay, J	Manager: Committee Services and Council Support
Ms Swart, L	Personal Assistant to the full time Councillors
Ms Fandese, N	Committee Officer
Mr Metelerkamp, N	Audit Committee Chairperson

3. Councillors: Absent with leave

Cllr E Edge

4. Councillors: Absent without leave

None

5. Noting of the Provisions of the Code of Conduct for Councillors.

RESOLVED

That the Provisions of the Code of Conduct for Councillors and Declaration of Interest be noted.

RESOLVED

That it be noted that no member or other Councillors declared any interest in items on the Agenda.

6. Declaration of Interest

New Items

7.1 **ITEMS SUBMITTED TO THE MAYORAL COMMITTEE**

7.1.1 **ITEMS SUBMITTED TO THE MAYORAL COMMITTEE**

M01/01/14 **TABLING OF THE DRAFT ANNUAL REPORT: 2012/2013 FINANCIAL YEAR**

Director: Corporate Services

RECOMMENDATION OF THE EXECUTIVE MAYOR

- [a] That the contents of the report regarding the Draft Annual Report for the 2012/2013 financial year be noted;
- [b] That in terms of Section 127(2) of the Local Government: Municipal Finance Management Act, 2003, the submission of the Draft Annual Report for the 2012/2013 financial year; be accepted;
- [c] That the Draft Annual Report for the 2012/2013 financial year be submitted to the Municipal Public Accounts Committee for consideration and the preparation of an Oversight Report in terms of Section 129 of the Local Government: Municipal Finance Management Act, 2003, which is to be considered by the Municipal Council on Thursday, 27 March 2014;
- [d] That the Municipal Manager be requested to make public the Draft Annual Report as stipulated in Section 127(5)(a) of the Local Government: Municipal Finance Management Act, 2003;
- [e] That the Municipal Manager be requested to submit the Draft Annual Report to the relevant authorities as stipulated in Section 127(5)(b) of the Local Government: Municipal Finance Management Act, 2003.

Ref 9/1/2/9

File Number 5/10/3

Execution Acting Municipal Manager

Director Corporate Services

Manager Administration

M02/01/14 **SECTION 71 REPORT FOR MONTH OF DECEMBER 2013**

Director: Financial Services

RECOMMENDATION OF THE EXECUTIVE MAYOR

That the contents of the report regarding the Section 71 Report for December 2013 be noted.

File Number 9/1/2/10

Execution Acting Municipal Manager

Director Finance Services

Manager Budget Office

M03/01/14 **SECTION 72 REPORT FOR THE FINANCIAL YEAR 2013/14**

Director: Financial Services

RECOMMENDATION OF THE EXECUTIVE MAYOR

[a] That the contents of the report regarding the Section 72 report for the 2013/14 financial year be noted;

[b] That an Adjustment Budget for 2013/2014 be prepared and considered by the Municipal Council by not later than Friday, 28 February 2014.

File Number 9/1/2/10

Execution Acting Municipal Manager

Director Finance Services

Manager Budget Office

M04/01/14 **SECTION 52 REPORT FOR THE QUARTER ENDING DECEMBER 2013**

Director: Financial Services

That the contents of the report regarding the Section 52 report for the quarter ending December 2013 be noted.

File Number 9/1/2/10

Execution Acting Municipal Manager

Director Finance Services

Manager Budget Office

8. Closure

The Executive Mayor thanked everybody present and the meeting concluded at 08h25.

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9 REPORTS

9.1 **EDEN DISTRICT MUNICIPALITY**

Eden will have their Council meeting on 28 January to approve the Adjustment Budget and Annual Report. Copies of the report will be circulated at the Knysna Ordinary Council meeting to the different parties for their perusal.

9.2 **REPORT FROM THE SPEAKER**

No reports were received at time of compilation of the agenda.

9.3 **CHANGES IN WARD COMMITTEE MEMBERSHIP**

PURPOSE OF THE REPORT

To advise Council about changes in Ward Committee of Ward 2 and to make recommendations in this regard.

BACKGROUND / DISCUSSION

The following Ward Committee member is recommended to be removed from the Ward Committee:

Ward	Name	Reason
2	Rev Angie Picard	Resigned

RELEVANT LEGISLATION

1. Municipal Structures Act.
2. Ward Committee Constitution.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

- [a] That the contents of the report by the Speaker on changes in Ward Committee membership be noted;
- [b] That Rev Angie Picard be removed as member of Ward 2 Ward Committee;
- [c] That the Administration takes the necessary steps to remove the persons in (b) from the payroll system;
- [d] That the relevant Ward Councillors take steps as set out in Section 18 of the Ward Committee Constitution to fill vacancies created by the removal of Ward Committee members;
- [e] That after vacancy have been filled in terms of (d) above a report be submitted to the Municipal Council for information and approval.

APPENDIX / ADDENDUM

E-mail to Acting Municipal Manager from Rev Angie Picard.

File Number: 3/3/3/4

Execution: Manager: Public Participation
 Director: Corporate Services

Knysna Municipality - Att: Municipal Manager

From: Angie Pickard <dominecangie@gmail.com>
To: <knysna@knysna.gov.za>, Louisa Hart <lhart@knysna.gov.za>
Date: 28/12/2013 13:32
Subject: Att: Municipal Manager

Cc: No.

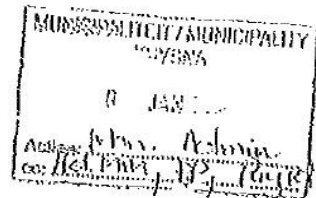
File No.: 3/3/3/4/2

Dear Ma'am

This is to inform and confirm with you that I have sent my resignation from the Ward Committee for Ward 2 to Councillor Hart. I have also asked Masithandane, the organisation I was representing, to nominate a replacement for me.

Thank you for the opportunity afforded me to serve my community on this forum. I wish you God's strength and perseverance as you continue to serve the people of Knysna.

Warm greetings
Rev Angie Pickard.



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9.4 **UPDATE ON WATER SITUATION**

A verbal report to be presented by Cllr L Hart.

10. **URGENT MATTERS**

11. **ITEMS IN COMMITTEE**

12. **CLOSURE**

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