

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF AN ORDINARY MEETING
OF THE
MUNICIPAL COUNCIL OF KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Thursday, 27 March 2014
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 Gombo, TME [ANC]
Cllr Grootboom, IWJ [DA]
Cllr Hart, LM [DA]
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]

MINUTES**OFFICIALS IN ATTENDANCE**

Waring, L	Municipal Manager
Ellman, B	Director: Corporate Services
Easton, G	Director: Financial Services
Phillips, E	Acting Director: Planning and Development
Parry, R	Acting Director: Technical Services
Adonis, D	Director: Community Services
McDonald, M	Acting Town Electro-technical Engineer
Paulsen, M	Manager: Legal Services
McCartney, W	Manager: Performance and Risk Management
Tyelela, G	Manager: Human Resources
Mattheus, C	Manager: Administration
Kalani, J	Manager: Public Participation
Bezuidenhout, C	Manager: Communications and Customer Relations
Swart, L	Personal Assistant to full time Councillors
Douse, N	Chief Accountant
Mthembu, S	Town Planner
River, A	NRP Manager
Grobler, L	Accountant: Financial Services
Magson, L	Senior Records Clerk
Fandese, N	Committee Officer
Fundi, N	Public Participation: CDW
Rhode, L	Technical Services: General assistant
Botha, M	Intern: Legal Services
Mtwa, S	Committee Officer

AUDIT COMMITTEE

Metelerkamp, N	Chairperson
Gungubele, N	Member

1. WELCOMING ADDRESS BY THE SPEAKER

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

2. PRAYER

The Speaker requested that all present take 30 seconds 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]**

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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**

Cllr De Vries, S [ANC]
Cllr Dyantyi M [ANC]
Cllr Litoli, WN [ANC]

• WITHOUT LEAVE

None

The Executive Mayor introduced the Ubumnandi Bethu Group and congratulated the group on their success.

The Executive Mayor also congratulated Ms L Magson on her award by the Provincial Department of Cultural Affairs and Sport for Excellence in Local Government Records Management. She was awarded the "Most Active Records Manager."

• 25 YEARS OF SERVICES

The Executive Mayor congratulated Mr Isaac Booyesen and Ms Loerica Rhode for 25 years of excellent service to the Municipality and Community.

5. INTRODUCTION OF NEWLY APPOINTED STAFF**Financial Services**

The Director Financial Services, G Easton, introduced the following new appointees in the Financial Services Directorate who were appointed in February 2014:

Ms Judith Annette Meyer
Ms Liesl Grobler

Payroll Controller
Accountant: Services

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6. CONFIRMATION AND ADOPTION OF MINUTES OF THE MUNICIPAL COUNCIL

6.1 Ordinary Municipal Council meeting: 30 January 2014

It was unanimously

RESOLVED

That the minutes of the Ordinary Council meeting held on 30 January 2014, be confirmed and adopted as a true reflection of the proceedings, subject to the following:

- [i] That the preamble of item CM01/01/14, in the second last paragraph, stating that “At 10:03 Cllr Van Aswegen left the Council Meeting” be moved up to before the voting and thus the number of Councillors abstaining be changed to 8 instead of 9.
- [ii] That in the resolution of item 9.3[e], the word “vacancy” be changed to “vacancies.”

6.2 Special Council meeting: 17 February 2014

It was unanimously

RESOLVED

That the minutes of the Special Council meeting held on 17 February 2014, be confirmed and adopted as a true reflection of the proceedings.

6.3 Special Council meeting: 27 February 2014

It was unanimously

RESOLVED

That the minutes of the Special Council meeting held on 27 February 2014, be confirmed and adopted as a true reflection of the proceedings, subject to the following:

- [i] In item SC07/02/14, in the second paragraph, the word “complexed” be changed to “complex.”
- [ii] In item SC07/02/14 on the sixth paragraph, after “Cllr Van Aswegen”, the word “was” be changed to “were.”
- [iii] In all the “HORNLEE HOUSING PROJECT” items from item SC08/02/14 up to SC13/02/14, the words “if advantageous,” be deleted in the applicable conditions dealing with “Low Energy Lamps.”

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- [iv] In all the “HORNLEE HOUSING PROJECT” items (as in [iii] above), the words “where they have not already been fitted,” be deleted in the applicable conditions dealing with “Solar assisted water heating systems or gas water heaters.”

7.1 REPORT: EXECUTIVE MAYOR: 20 FEBRUARY 2014**CMG01/02/14 PRESENTATION BY KNYSNA TOURISM**

Director: Corporate Services

RESOLVED

That the Governance and Economic Development Committee take note of the presentation by Knysna Tourism.

CMG02/02/14 MONTHLY REPORT FROM DIRECTOR: CORPORATE SERVICES

Director: Corporate Services [Human Resources]

RESOLVED

- [a] That the monthly report for December 2013 and January 2014 received from the Director: Corporate Services [Human Resources] be noted;
- [b] That future reports regarding appointments should include reasons why the Employment Equity targets are not met.

File Number: 9/1/2/9
Execution: Director Corporate Services
Manager: Human Resources

CMG03/02/14 MONTHLY REPORT: MUNICIPAL MANAGER [COMMUNICATION AND CUSTOMER RELATIONS]

Municipal Manager

RESOLVED

That the monthly report for October, November, December 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

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CMG04/02/14 MONTHLY REPORT: CORPORATE SERVICES [LEGAL SERVICES]

Director: Corporate Services [Legal Services]

RESOLVED

- [a] That the monthly report for November 2013 to January 2014 received from the Director: Corporate Services [Legal Services], be noted;
- [b] That an updated amended report be submitted to the Mayoral Committee meeting in February 2014.

File Number: 9/1/2/9
Execution: Director: Corporate Services
Manager: Legal Services

CMG05/02/14 MONTHLY REPORT: PLANNING AND DEVELOPMENT [LOCAL ECONOMIC DEVELOPMENT]

Director: Planning and Development [Local Economic Development]

RESOLVED

- [a] That the monthly reports for November and December 2013 received from the Director: Planning and Development [Local Economic Development] be noted;
- [b] That a report on the Timber Industry initiative be submitted to the Governance and Economic Development Committee meeting in March 2014.

File Number: 9/1/2/13
Execution: Director Planning and Development
Manager: Local Economic Development

CMG06/02/14 PUBLIC PARTICIPATION MONTHLY REPORT: OCTOBER, NOVEMBER AND DECEMBER 2013

Director: Corporate Services [Public Participation]

RESOLVED

That the monthly reports for October, November and December 2013 received from the Director: Corporate Services [Public Participation] be noted.

File Number: 9/1/2/9
Execution: Director: Corporate Services
Manager: Public Participation

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CMG07/02/13 MONTHLY REPORT: PLANNING AND DEVELOPMENT [INTEGRATED DEVELOPMENT PLANNING]

Director: Planning and Development [Integrated Development Planning]

RESOLVED

That the monthly reports for November and December 2013 received from the Director: Planning and Development [Integrated Development Unit] be noted.

File Number: 9/1/2/13
Execution: Director Planning and Development
Manager: Local Economic Development

CMG08/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 OCTOBER 2013

Director: Finance [Budget Office]

RESOLVED

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

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

CMG09/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 NOVEMBER 2013

Director: Finance [Budget Office]

RESOLVED

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

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

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CMG10/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 DECEMBER 2013

Director: Financial Services

RESOLVED

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

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

CMG11/02/14 REPORT ON AMENDMENTS IN THE OVERTIME POLICY

Director: Corporate Services

RESOLVED

- [a] That the committee note the contents of the report with regard to amendments in the overtime policy;
- [b] That the committee recommends the proposed amendments to Council for approval.

File Number: 9/1/2/9
Execution: Director Corporate Services
Manager: Human Resource

CMG12/02/14 COUNCIL REPRESENTATION ON VARIOUS FORUMS /COMMITTEES /BOARDS

Director: Corporate Services

RESOLVED

- [a] That Council note the contents of the report;
- [b] That Council notes that the South Cape Karoo Electrical Forum has become inoperative and as a result, Cllr Edge and Cllr Dyantyi will no longer be representatives;
- [c] That the administration directs a letter to the Wilderness Lakes Catchment Forum requesting them to invite both Councillors to the meetings of the Forum and provide reasons why Cllr Litoli was not invited to the meetings;

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- [d] That Councillor Edge be replaced by Councillor Hart on the Knysna Catchment Forum;
 - [e] That an ANC Councillor be nominated by the Chief Whip to serve on the Knysna Catchment Forum and that the name of such Councillors be submitted to the office of the Speaker;
 - [f] That Council notes that the District Assessment Land Reform Committee has become inoperative and as a result, Cllr Williams and Cllr Litoli will no longer serve as representatives;
 - [g] That a letter be sent to child welfare requesting them to submit constitution and to indicate why Councillors should not be allowed to form part of their Governing body;
 - [h] That Council notes that the Brenton Blue Trust is no longer in need of Council representation and as a result, Cllr Nayler will no longer serve as a representative;
 - [i] That Councillor Nayler and an ANC Councillor, whose name must be submitted by the Chief Whip to the office of the Speaker, be appointed to represent Council on the Brenton Blue Management Committee;
 - [j] That Council notes the error in the report which states that Cllr Lizwani is the Council representative on the Pledge Nature Reserve Management Committee. Cllr Gombo is the representative, not Cllr Lizwani.

File Number: 3/2/2
Execution: Director Corporate Services
Manager:

CMG13/02/14 **CDW OPERATIONAL GRANT**
Director: Corporate Services

RESOLVED

- [a] That the report with regard to the CDW Operational grant be noted;
- [b] That only point [b] of the Council resolution dated 28 November 2013 as set out hereunder, be rescinded:

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;*

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[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.”;

[c] That the Municipal Manager be authorised to sign the applicable Memorandum of agreement with regard to the CDW Operational Grant.

File Number: 5/7/R
Execution: Director Corporate Services
Manager: Public Participation

CMG14/02/14 **REPORT ON WARD COMMITTEE CONSTITUTION AMENDMENTS**

Director: Corporate Services

RESOLVED

[a] That the contents of the report regarding the amendments of the Ward Committee Constitution be noted; and

[b] That the proposed amendments to the Knysna Municipality Ward Committee Constitution be referred to the Workshop after the Mayoral Committee to be held on 20 February 2014.

File Number: 3/3/3/4
Execution: Director Corporate Services
Manager: Public Participation

CMG15/02/14 **IMPLEMENTATION OF AN ANTI-FRAUD MUNICIPAL HOTLINE FACILITY**

Acting: Municipal Manager

RESOLVED

[a] That approval be granted for the implementation of the Anti-Fraud Hotline facility;

[b] That negotiations be entered into with Eden District Municipality on condition that the agreement:

- a. is reviewed every three financial years;
- b. may be terminated with a three month reciprocal notice period;
- c. Eden District Municipality to notify Knysna Municipality prior to the maximum of 50 reports per month for the Eden district being exceeded;

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- [c] That reports generated by the service provider relating to employees other than the Municipal Manager be to the Municipal Manager for further action;
- [d] That reports generated by the service provider relating to Executive Mayor be directed to the Speaker,
- [e] That reports generated with regard to Councillors be directed to the office of the Speaker;
- [f] That reports generated with regard to the Speaker be directed to the office of the Executive Mayor;
- [g] That reports generated with regard to the Municipal Manager be directed to the office of the Executive Mayor;
- [h] That an executive summary report be submitted to Council regarding reports generated in terms of (c); (d); (e); (f) and (g) above, on a quarterly basis to ascertain the Feasibility of the agreement.

File Number: 6/2/1/2
Execution: Acting Municipal Manager

CMG16/02/14 PARTICIPATION IN ONE-OF-A-KIND (OAK) GARDEN ROUTE

Director: Planning and Development

RESOLVED

That the item with regard to the participation in One-of-a-Kind (Oak) Garden Route be referred for consideration to the Governance and Economic Development Committee meeting in March 2014 and that Jo Mellville from Oak be requested to do a presentation at the meeting in March 2014.

File Number: 9/1/2/13
Execution: Director: Planning and Development

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CMG17/02/14 REPORT ON THE LEASE BETWEEN KNYSNA MUNICIPALITY AND MASAKHANE BUSINESS CORPORATION (SANLAM MALL)

Director: Corporate Services [Legal Services]

RESOLVED

That the report on the lease between Knysna Municipality and Masakhane Business Corporation (Sanlam Mall) be referred back for a more comprehensive report to the Governance and Economic Development Committee in May 2014.

File Number: C79
Execution: Director Corporate Services
Manager: Legal Services

CMG18/02/14 RISK MANAGEMENT COMMITTEE CHARTER

Acting: Municipal Manager

RESOLVED

That the Knysna Municipality Risk Management Committee Charter, be approved for implementation.

File Number: 9/1/1/1
Execution: Acting Municipal Manager

CMC01/02/14 DISASTER MANAGEMENT EXPENDITURE ON STATE FUNERAL OF FORMER STATE PRESIDENT MANDELA

Director: Community Services

RESOLVED

That the unforeseen expenditure incurred during the period of the State Funeral of our Former State President NR Mandela, be provided for in the 2013/2014 Adjustment Budget.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Disaster Manager

MINUTES**CMC02/02/14 MONTHLY REPORTS: COMMUNITY SERVICES**

Director: Community Services

RESOLVED

That the following monthly reports for October, November, December 2013 and January 2014 received from the Director Community Services and Eden District Municipality be noted:

- [a] Safety and Security, Traffic and Licensing, Fire, Sport and Rescue and Social Services :
 - [i] That monthly reports include minimal photographs and that programmes be included;
- [b] Libraries and Heritage:
 - [i] That the group Ubumnandi Bethu be invited to the next Council meeting in March 2014;
- [c] Parks and Recreation:
 - [i] That the condition of the swings in Khayaletu be investigated by the Parks Department;
 - [ii] That the Chairperson of the Planning, Development and Infrastructure Committee liaise with the Director: Technical Services with regard to the drains that need cleaning in the Khayaletu and Dam se-Bos areas;
- [d] Waste Management;
- [e] Eden District Municipality [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

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CMC03/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 OCTOBER 2013

Director: Financial Services

RESOLVED

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

File Number: 9/1/2/10

Execution: Director: Financial Services

Acting Manager: Budget Office

CMC04/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 NOVEMBER 2013

Director: Financial Services

RESOLVED

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

File Number: 9/1/2/10

Execution: Director: Financial Services

Acting Manager: Budget Office

CMC05/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 DECEMBER 2013

Director: Financial Services

RESOLVED

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

File Number: 9/1/2/10

Execution: Director: Financial Services

Acting Manager: Budget Office

MINUTES**CMP01/02/14 FARM 191/51, RHEENENDAL MAIN ROAD (MR 355), WESTFORD, KNYSNA: PROPOSED REZONING - APPLICATION No. 335****RESOLVED**

That the application from Marike Vreken Town Planners CC on behalf of Mr J Bryden, the property owner, be withdrawn as per the written request of both the applicant and owner.

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

CMP02/02/14 ERF 3919, NO. 65 RIDGE DRIVE, HEUWELKRUIN, KNYSNA: APPLICATION FOR REZONING, BUILDING LINE RELAXATION, THE AMENDMENT OF TITLE DEED CONDITIONS AND ENCROACHMENT OF COUNCIL LAND - APPLICATION No. 430**RESOLVED**

- [a] That the following correspondence be noted:
- (i) A copy of the application from Marike Vreken Town Planners CC dated May 2013;
 - (ii) Kydd-Coutts RA (60 Ridge Drive) dated 4 June 2013;
 - (iii) Mrs P E Nurse as per correspondence dated 12 June 2013;
 - (iv) F F Howell as per correspondence dated 14 June 2013;
 - (v) Dudley Schnetler as per correspondence dated 6 June 2013;
 - (vi) Barbara Bevan, 21 Syringa Street, Heuwelkruin as per correspondence received on 18 June 2013;
 - (vii) Mr and Mrs Robert and Barbara Bevan, 17 Syringa Street, Heuwelkruin as per correspondence received on 18 June 2013;
 - (viii) Duncan and Jacqui Kane, 23 Syringa Road, as per correspondence dated 12 June 2013;
 - (ix) Mrs P J Rider as per correspondence received on 18 June 2013;
 - (x) S Davis, 14 Syringa Street, Heuwelkruin as per undated correspondence;
 - (xi) M H du Plessis, 71 Ridge Drive as per correspondence dated 17 June 2013;
 - (xii) M G Haskins & M J Haskins, 69 Ridge Drive as per correspondence dated 10 June 2013;
 - (xiii) R A Farrell, 55 Ridge Drive, Heuwelkruin as per correspondence dated 17 June 2013;
 - (xiv) E & F Beardsley, 70 Ridge Drive, Heuwelkruin as per correspondence received on 28 May 2013 and on 12 June 2013;
 - (xv) Johan McDonald as per correspondence dated 10 June 2013;
 - (xvi) Jorrie Jordaan as per correspondence dated 29 May 2013;
 - (xvii) T J McDonald, 7 Kloof Street, Heuwelkruin as per correspondence dated 7 June 2013;

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- (xviii) R & N Rohloff, 67 Ridge Drive, Heuwelkruin as per correspondence dated 6 June 2013 and K A Maade, 16 Rio Street, Heuwelkruin as per correspondence dated 17 June 2013;
- (xix) A copy of internal comments.
- [b] That **approval be refused** in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985) for the rezoning of the erf from "Single Residential" to "General Residential" for a six bedroom guest house on the grounds that the size and topography of the property make it undesirable for a General residential Zone to be applied to the Property;
- [c] That a Temporary Use Departure as envisaged in section 15 of the Land use Planning Ordinance be granted for a period of five years only subject to the following conditions;
- i) The owner of the property shall be responsible for complying with all conditions of approval;
 - ii) The property owner shall be responsible for the cost of complying with the conditions outlined hereunder;
 - iii) Should it be shown to the satisfaction of the Municipal Manager that the guest house is a source of noise and / or nuisance, including nuisance related to the parking of vehicles in the Street the Municipal Manager will revoke the Temporary use Departure;
 - iv) The kitchen and dining room and other guest facilities shall at no time be open to the public as a restaurant or provide services to anyone not staying at least one night on the property;
 - v) Overnight on-street parking by visitors of the property is strictly prohibited;
 - vi) The manager/caretaker shall reside permanently on the property;
 - vii) 2 x Water Augmentation levies will be payable. 2 x Sewer Augmentation levies will be payable.
 - viii) Any electrical services encountered will be relocated at the cost of the applicant;
 - ix) The applicant is to ensure that there is access to property for meter reading purposes;
 - x) 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);
 - xi) The erf is also limited to 60Amps Single Phase. 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; this relay is to be purchased from Council by the applicant.
 - xiii) Low Energy lamps are to be used in all fittings;
 - xiv) Should the owners wish to continue operating a guest house on the property after the expiry of the five year period an application for rezoning to an appropriate zone in terms of the the applicable zoning scheme must be submitted. No further temporary use

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permission is to be considered and any complaints regarding the use of the property in the intervening period are to be taken into consideration in evaluating the application.

[d] That the Director: Land Management (Region 3) be advised that Knysna Municipality has no objection to the application in terms of Section 2 of the Removal of Restrictions Act, 1967 (Act 84 of 1967) for the amendment of Condition C.6(a) in title deed No. T61194/2012 being the title deed for Erf 3919 Knysna in order to allow a street building line of 0m in lieu of 5m for a retaining wall and the western lateral building line of 0m in lieu of 1,5m for a portion of the existing building, subject to the following conditions:

- i) That the department supports the applicant's request to enter into an encroachment agreement with Council in respect of a portion of the road reserve adjacent to Erf 3919 Knysna.

File number: 15/2/5/3

Execution: Director: Planning and Development

Manager: Town Planning and Building Control

CMP03/02/14 **PORTION 38 OF THE FARM EASTBROOK, NO. 183, (PROVINCIAL ROAD NO. MR 351) KNYSNA: PROPOSED SUBDIVISION AND REZONING (Application No. 553)**

RESOLVED

- [a] That the following correspondence be noted:
- (i) Copy of the applicant's motivation dated 9 September 2013;
 - (ii) Letter of subdivision approval dated 10 May 2000;
 - (iii) Consent in terms of the Subdivision of Agriculture Act, 1970 (Act 70 of 1970) issued on 17 December 1999;
 - (iv) Comments from internal departments printed on 6 November 2013;
 - (v) Comments from the Western Cape Department of Agriculture dated 8 October 2013;
- [b] That **approval be granted** in terms of Section 25 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for the subdivision of Farm 183/38 Knysna (10,5457 ha) into two portions namely Portion A (4.0444ha) and a Remainder (6.5013 ha), subject to the following conditions;
- (i) That the property owner shall take responsibility for ensuring compliance with these conditions;
 - (ii) This approval applies to the application for subdivision as set out above and may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - (iii) That, except the for the existing structures which shall remain on their current position, all future proposals will be subject to the

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- parameters of the “Agriculture I” zoning as set out in the Section 8 Zoning Scheme;
- (iv) Any future construction activities on site shall require an OSCAE permit;
 - (v) Any action taken by the applicant in connection with the approval shall be regarded as an acceptance and compliance with these conditions;
 - (vi) The owner of the property must join and become a member of the South Cape Fire Protection Association; and
 - (vii) The applicant must initiate an Invasive Alien Plan species clearing project to remove invasive alien plants from the property and prevent their spread.
- [c] That the application in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985) for the rezoning of the subdivided portions of Farm 183/38 Knysna from “Agriculture Zone I” to “Special Zone: Rural Occupation”, be refused on the basis that the amendment of the Section 8 Zoning Scheme Regulations in order to create a new zoning category is not a local authority competence and if such creation of a new zoning category rezoning would be approved, it would create a bad precedent which will result in the creation of ad-hoc pockets of smallholdings which are not in keeping with the character of the Knysna rural and cultural landscape.

File number: 15/2/5/2

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

Administrative Note: Items: CMP04/02/14 to CMP09/02/14 were already resolved at the Special Municipal Council Meeting, held on 27 February 2014.

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At 09:45 the chairperson granted a 15 minute body break.

CMP10/02/14 **ERF 8978, SANDALWOOD DRIVE, EASTFORD, KNYSNA: AMENDMENT OF CONDITIONS OF APPROVAL (APPLICATION NO. 400)**

RESOLVED

- [a] That the following correspondence be noted:
- (i) Copy of the applicant's motivation dated 6 December 2012;
 - (ii) Comments from SANParks dated 31 May 2013;
 - (iii) Applicant's response to general comments and objections dated 27 May and 26 September 2013;
 - (iv) Amendment of the Knysna-Wilderness-Plettenberg Bay Structure Plan and the Rezoning of the mother Erf, Erf 8978 Knysna approval letter dated 19 March 2003;
 - (v) Approval letter for the amendment of a subdivision plan dated 15 May 2013;
 - (vi) Comments from internal departments printed on 2 December 2013.
- [b] That **approval be granted** in terms of Section 42(3)(b) of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985) for the imposition of an additional condition in respect of the unregistered Erf 19047 Knysna (a portion of the Remainder Erf 8978 Knysna) in order to allow the property owner to take transfer of Erf 19047 Knysna so as to allow the Erf to be developed independently of the proposed residential development on Erf 8978 Knysna, subject to the following conditions:
- i) That the approval set out above may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - ii) This approval shall be subject to the submission of an amended proposal and site development plan to the satisfaction of the Director: Planning and Development in accordance with Condition [xxxvi] of the subdivision letter of approval dated 14 May 2012;
 - iii) The conditions of approval set out in the Council decision taken on 26 November 2009 shall not be applicable to Erf 19047 Knysna and the registration of Erf 19047 Knysna shall be taken to be the Phase 1 of the residential development proposal in respect of the Remainder Erf 8978 Knysna;
 - iv) The registration and the development of Erf 19047 Knysna does not and shall not be construed as confirming any development rights on the remainder of the subdivisional area of Erf 8978 Knysna;
 - v) A rehabilitation programme for the tributary into the Salt River (within the property boundaries of Erf 19074 Knysna shall be developed and implemented; An alien clearing strategy and rehabilitation plan shall be implemented and such clearing and rehabilitation shall precede the construction of any units on Erf 19047 Knysna.

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File number: 15/2/5/1
Execution: Director: Planning and Development
Manager: Town Planning and Building Control

CMP11/02/14 **FARM PAARDEKOP NO. 29, PROVINCIAL ROAD MR NO. 390 (KM 25.5),
KNYSNA: APPLICATION FOR TEMPORARY LAND USE DEPARTURE
(APPLICATION NO. 528)**

RESOLVED

- [a] That the following correspondence be noted:
- (i) A copy of the application from PGWC in conjunction with Rode Plan on behalf of Richard John Herholdt (the property owner) dated July 2013;
 - (ii) Comment of Heritage Western Cape dated 12 October 2011;
 - (iii) Comments from the Department of Agriculture, Forestry and Fisheries;
 - (iv) A copy of internal comments printed on 21 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 temporary land use departure to allow the excavation of gravel material for road maintenance and/or construction on a portion of the Farm Paardekop No. 29 indicated as such on Drawing No 402828/CT/75 for a period of 30 years, subject to the following conditions:
- i) This approval applies to the temporary land use 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 property owner shall ensure the removal of alien vegetation within the borrow pit area as well as extending the removal to surrounding areas where/if possible;
 - iv) The applicant shall obtain the approval of the Department of Mineral Resources prior to the extraction of any further material from the subject farm;
 - v) Decommissioning must be addressed according to the Environmental Assessment and Department of Minerals Requirements; and
- The conditions imposed by Heritage Western Cape set out in the permit dated 10 October 2013 shall be adhered to.

File number: 15/2/5/1
Execution: Director: Planning and Development
Manager: Town Planning and Building Control

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CMP12/02/14 PIPE BURSTS IN THE KNYSNA CENTRAL BUSINESS DISTRICT (CBD) ON 31 DECEMBER 2013 AND 1 JANUARY 2014**RESOLVED**

- [a] That the pipe bursts experienced on 31 December 2013 and 1 January 2014 report, be noted;
- [b] That attention be given to the 2014/2015 budget for the replacement and repair of the ageing infrastructure in Knysna.

File number: 16/1/R
Execution: Director: Technical Services
Dep. Town Engineer: Sewer & Water

CMP13/02/14 AUDIT REPORT ON IMPLEMENTATION OF THE WSDP 2012/2013**RESOLVED**

That the Water Service Authority's annual audit report with corrections, be noted.

File number: 5/10/3
Execution: Director: Technical Services
Dep. Town Engineer: Sewer & Water

CMP14/02/14 REPORT ON THE ROAD HIERARCHY AND THE ROLL OUT OF THE MAINTENANCE PROGRAM FOR 2013-2014**RESOLVED**

- [a] That the contents of the Road hierarchy report as indicated on Annexure 2 of the Mayoral Committee agenda of the 19 March 2014, be noted;
- [b] That a special meeting be arranged with Councillors and that all Councillors submit a written list of their concerns to that meeting.

File number: 16/3/2/1
Execution: Director: Technical Services
Dep. Town Engineer: Public Works

MINUTES

CMP15/02/14 MONTHLY REPORT DIRECTOR: TECHNICAL SERVICES**RESOLVED**

- [a] That the water and sewer results report for November and December 2013 received from the Director: Technical Services, be noted;
- [b] That the Public Works monthly report for November and December 2013 received from the Director: Technical Services, be noted.

File number: 9/1/2/1
Execution: Director Technical Services
Engineers: Public Works, Sewer and Water Works

CMP16/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 OCTOBER 2013**RESOLVED**

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

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

CMP17/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 NOVEMBER 2013**RESOLVED**

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

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

MINUTES

CMP18/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 DECEMBER 2013**RESOLVED**

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

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

CMP19/02/14 MONTHLY REPORT: TOWN ELECTRO-TECHNICAL ENGINEER**RESOLVED**

That the monthly report for October, November and December 2013 received from the Town Electro-technical Engineer, be noted.

File Number: 9/1/2/10
Execution: Town Electro-technical Engineering

CMP20/02/14 PLANNING AND DEVELOPMENT: MONTHLY REPORTS**RESOLVED**

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

File number: 9/1/2/1
Execution: Director: Planning and Development
Manager: Environmental Management
Manager: Town Planning and Building Control
Manager: Integrated Human Settlements

MINUTES

CMP21/02/14 PMU REPORT - SEPTEMBER 2013, OCTOBER 2013, NOVEMBER 2013, DECEMBER 2013**RESOLVED**

That the report on the monthly expenditure on the MIG grant against the DPIPs for the months of September 2013, October 2013, November 2013 and December 2013, be noted.

File number: 9/1/2/1
Execution: Director: Technical Services

CMF01/02/14 REPORT TO THE MUNICIPAL MANAGER REGARDING SUPPLY CHAIN MANAGEMENT (SCM) FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013**RESOLVED**

That the report to the Municipal Manager regarding Supply Chain Management (SCM) for the period of 1 July 2013 to 30 September 2013, be withdrawn and referred back to the Finance Committee meeting on 5 March 2014 inclusive of the report for the period 1 October 2013 to 31 December 2013.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Expenditure (SCM)

CMF02/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 OCTOBER 2013**RESOLVED**

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

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

MINUTES

CMF03/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 30 NOVEMBER 2013**RESOLVED**

- [a] That the Detailed Capital Budget Report: 2013/2014 as at 30 November 2013, be noted;
- [b] That the concerns raised by Councillors regarding the lack of Capital Expenditure of Corporate Services, be noted.

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

CMF04/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 DECEMBER 2013**RESOLVED**

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

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

CMF05/02/14 QUARTERLY WITHDRAWAL REPORT FOR THE QUARTER ENDING 31 DECEMBER 2013**RESOLVED**

That the Quarterly Withdrawal Report for the quarter ending 31 December 2013, required in terms of Section 11(4) of the Local Government: Municipal Finance Management Act, 2003, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services
Officer Accounting & Budgeting-Operator

MINUTES**CM01/02/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 OCTOBER 2013, 30 NOVEMBER 2013 AND DECEMBER 2013**

Director: Financial Services

RESOLVED

That the Detailed Capital Budget Report for the 2013/2014 Financial year as at 31 October 2013, 30 November 2013 and 31 December 2013, be noted.

File Number: 5/12/1
Execution: Director: Financial Services
Manager: Budget Office

CM02/02/14 QUARTERLY BUDGET STATEMENT DECEMBER 2013

Director: Financial Services

RESOLVED

That the Quarterly Budget Statement for December 2013, in terms of the Local Government Municipal Finance Management Act, 2003, be noted.

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

CM03/02/14 SDBIP REVIEW: FIRST QUARTER JULY – SEPTEMBER 2013 2014

Director: Financial Services

RESOLVED

- [a] That Council notes the quarterly report regarding the implementation of the SDBIP referred to in Section 53, 54, 69 and 72 of the MFMA as well as National Circular 13 for the period 1 July 2013 to 30 September 2013;
- [b] That the Municipal Manager undertake the required amendments to the SDBIP indicators with regards to reformatting PIs and the development of Reporting Indicators;
- [c] That the Municipal Manager review the current performance indicators contained in the SDBIP to ensure that they address the predetermined outcomes contained in the IDP as of 1 July 2013.

File Number: 5/10/11
Execution: Acting Municipal Manager
Manager: Performance, Internal Audit and Risk Management

MINUTES**CM04/02/14 MONTHLY REPORT: CORPORATE SERVICES [LEGAL SERVICES]**

Director: Corporate Services

RESOLVED

That the updated amended monthly report for November 2013 to January 2014 received from the Director: Corporate Services [Legal Services], be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services

Manager: Legal Services

CM05/02/14 KNYSNA TOURISM – SERVICE LEVEL AGREEMENT

Director: Corporate Services

RESOLVED

- [a] That Council notes the contents of the report submitted by Knysna Tourism;
- [b] That Council, in principle, endorses the proposed changes to the role, structure and business model of Knysna Tourism, subject to detailed agreement on all significant issues, which agreement is to be achieved by the end of the current financial year. Such detailed agreement is to be submitted to Council for approval;
- [c] That Council accepts that the proposals for Knysna Tourism represent an effective place marketing strategy for Greater Knysna;
- [d] That Council instructs the Municipal Manager to provide an amount of R4 million for Knysna Tourism in Council's budget for the 2014 / 2015 financial year;
- [e] That Council instructs the Municipal Manager to conclude a revised Service Level Agreement with Knysna Tourism to run until 30th June 2015 only;
- [f] That Council notes the proposed restructuring of the Board of Knysna Tourism and resolves to retain its representation on the Board for the financial year 2014/2015 only, in order to exercise oversight on the expenditure of its grant funding;
- [g] That Council strongly recommends to the Board of Knysna Tourism that a new Chief Executive Officer for the organization should be recruited as a

MINUTES

matter of urgency with a view to taking office by no later than 1st July 2014.

- [h] That the lease of Erf 475, Knysna (Knysna Tourism Offices), be extended to 30 June 2015, to run concurrently with the envisaged revised Service Level Agreement as mentioned in [e] above, subject thereto that all conditions of the prevailing lease agreement shall remain in force;
- [i] That the resolution of the Municipal Council per item 8.3, (Knysna Tourism: Services Level Agreement post June 2013) taken on 24 January 2013, be rescinded where it is in conflict with points [a] to [h] as mentioned above.

Administrative note: Subsequent to recommendation [i] above been taken, on investigation revealed that the mentioned Council Resolution per item 8.3 taken on 24 January 2013, is not in conflict with points [a] to [h] as mentioned in the recommendation of the Executive Mayor.

File Number: 9/1/2/13
Execution: Director: Planning and Development
Manager: Local Economic Development

7.2 REPORT: EXECUTIVE MAYOR: 19 MARCH 2014**CMG01/03/14 MONTHLY REPORT FROM DIRECTOR: CORPORATE SERVICES**

Director: Corporate Services [Human Resources]

RESOLVED

That the monthly report for February 2014 received from the Director: Corporate Services [Human Resources] be noted;

File Number: 9/1/2/9
Execution: Director Corporate Services
Manager: Human Resources

CMG02/03/14 MONTHLY REPORT: MUNICIPAL MANAGER [COMMUNICATION AND CUSTOMER RELATIONS]

Municipal Manager

RESOLVED

That the monthly report for January 2014 received from the Municipal Manager [Communication and Customer Relations] be noted.

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File Number: 4/1/2/1
Execution: Municipal Manager
Manager: Communication and Customer Relations

CMG03/03/14 MONTHLY REPORT: CORPORATE SERVICES [LEGAL SERVICES]

Director: Corporate Services [Legal Services]

RESOLVED

That the monthly report for January to February 2014 received from the Director: Corporate Services [Legal Services], be noted.

File Number: 9/1/2/9
Execution: Director: Corporate Services
Manager: Legal Services

CMG04/03/14 DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 JANUARY 2014

Director: Finance [Budget Office]

RESOLVED

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

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

CMG05/03/14 INFORMAL TRADERS POLICY APPROVAL AND ADOPTION

Director: Planning and Development

RESOLVED

- [a] That the contents of the report on the Informal Trading Policy be noted;
- [b] That the Knysna Municipality Informal Traders Policy & SOP, 2013, be adopted with amendments under item 3.5.1 on page 39 of the Governance and Economic Development Committee Meeting agenda of 4 March 2014.

File Number: 9/1/2/13
Execution: Director: Planning and Development

MINUTES

Manager: Local and Economic Development

CMG06/03/14 **REPORT ON REGULATIONS ON APPOINTMENT AND CONDITIONS OF EMPLOYMENT OF SENIOR MANAGERS**

Director: Corporate Services [Human Resources]

RESOLVED

- [a] That the contents of the report on the Local Government : Regulation on appointment and conditions of employment of Senior Managers as promulgated per Government Notice no 21 on 17 January 2014, be noted;
- [b] That the Committee refer the Regulations as mentioned in [a] above to a workshop for discussion;
- [c] That the administration ensure that the current policy regarding the Appointment and Conditions of Employment of Senior Managers is in line with the Regulation on appointment and conditions of employment of Senior Managers as promulgated per Government Notice no 21 on 17 January 2014.

File Number: 9/1/2/9

Execution: Director Corporate Services
Manager: Human Resources

CMG07/03/14 **REPORT ON THE VISIT FROM DEPARTMENT OF LABOUR**

Director: Corporate Services

RESOLVED

- [a] That the report from the Department of Labour attached to the item, be noted;
- [b] That the presentation by Mr. Kenneth Mayekiso to the committee be noted;
- [c] That the report for Knysna Municipality from the Department of Labour for 2012/2013 be submitted to the next Governance and Economic Development Committee in May 2014.

File Number: 9/1/2/8

Execution: Director Corporate Services
Manager: Human Resource

MINUTES

CMG08/03/14 REPORT ON LOCAL LABOUR FORUM MEETINGS OF OCTOBER AND NOVEMBER 2013

Director: Corporate Services [Human Resource]

RESOLVED

- [a] That the minutes of the Local Labour Forum meetings held on 28 October 2013 and 19 November 2013 respectively, be noted.
- [b] That an item on the composition of the employer component of the Local Labour Forum be submitted to the next Council meeting to be held on 27 March 2014.

File Number: 9/1/2/8

Execution: Director Corporate Services

Manager: Human Resource

CMG09/03/14 KARATARA AND RHEENENDAL COMPREHENSIVE RURAL DEVELOPMENT PROGRAMME INITIATIVE FEEDBACK

Director: Planning and Development

RESOLVED

That the report with regard to the Karatara and Rheenendal comprehensive rural development programme initiative be noted.

File Number: 9/1/2/13

Execution: Director: Planning and Development

Manager: Local and Economic Development

CMG10/03/14 MEMBERSHIP OF THE WESTERN CAPE ECONOMIC DEVELOPMENT PARTNERSHIP

Director: Planning and Development

RESOLVED

- [a] That the creation of dedicated local capacity outside of local government structures in support of economic partnerships in the Eden District, be supported;
- [b] That the funding for dedicated capacity in the Southern Cape Business Partnership, through the Western Cape Economic Development Partnership (WCEDP) to the amount of R50 000 for the 2013/2014 year and R 75 000 in the 2014/2015 financial year, be approved;

MINUTES

- [c] That the provisions of section 67 of the Local Government: Municipal Finance Management Act, 2003, be complied with before any funds are transferred to the WCEDP.

File Number: 9/1/2/13
Execution: Director: Planning and Development
Manager: Local and Economic Development

CMG11/03/14 PARTICIPATION IN ONE-OF-A-KIND (OAK) GARDEN ROUTE

Director: Planning and Development

RESOLVED

- [a] That Knysna Municipality participate in One of a Kind Garden Route as a “Responsible Partner”;
- [b] That a Memorandum of Agreement (MOA) be signed with One of A Kind Garden Route to govern the relationship as implicated in [a] above;
- [c] That provision be made in the 2013/2014 LED budget for an amount of R50 000 as municipal contributions towards the project and be recommended to Council;
- [d] That the Memorandum of Agreement be entered into for one (1) year and subsequent funding be subject to a report to be tabled to Council 9 month(s) after signing of the MOA.

File Number: 9/1/2/13
Execution: Director: Planning and Development
Manager Local and Economic Development

CMG12/03/14 REPORT ON REVIEW OF BY LAWS

Director: Corporate Services

RESOLVED

That the proposed amendments to the by-laws relating to Public Amenities, Public Nuisance, Keeping of Dogs and Sporting facilities, be referred to the next Workshop in May 2014 and that the relevant Law Enforcement officials be requested to attend.

File Number: 9/1/2/9
Execution: Director Corporate Services
Manager: Legal Services

MINUTES**CMG13/03/14 KNYSNA TIMBER INITIATIVE FEEDBACK**

Director: Planning and Development

RESOLVED

- [a] That the report with regard to the KNYNSA TIMBER INITIATIVE received from the Director: Planning and Development [LED], be noted
- [b] That a comprehensive report with regard to the concerns raised by Councillors be submitted to the Governance and Economic Development Committee in May 2014, such report should contain the following information:
- i) The demographic break down of the KTI;
 - ii) What measures are in place to include previous employees within the timber industry?
 - iii) How stakeholders are identified ;
 - iv) What does the R1000 membership fee provide and entail?
 - v) What further funding is required to sustain the KTI?
 - vi) What is the legal status of KTI?

File Number: 9/1/2/13

Execution: Director: Planning and Development

Manager: Local and Economic Development

CMG14/03/14 PLEDGE NATURE RESERVE: FINANCIAL ASSISTANCE

Director: Corporate Services

RESOLVED

- [a] That the request for an additional Grant-in-Aid of R60 000.00 not be granted to the Pledge Nature Reserve Trust;
- [b] That the administration be mandated to engage with the Pledge Nature Reserve Trust with regard to the future financial sustainability of the reserve.

File no: L.321

Execution: Director: Corporate Services

Manager: Administration

MINUTES

CMG15/03/14 REPORT ON REVIEW OF LIQUOR TRADING BY-LAW

Director: Corporate Services

RESOLVED

- [a] That the report on the review of Knysna Municipal By-Laws relating to Liquor Trading Days and Hours as contained in Annexures "A" attached to the agenda of the Governance and Economic Development Committee meeting held on 4 March 2014, be noted;
- [b] That the proposed amendments to the by-law relating to Liquor Trading Days and Hours, be sent to a workshop with Councillors;
- [c] That once the proposed amendments are workshopped, the amended by-law be submitted to the Municipal Council to approve the advertising thereof.

File Number: 13/R

Execution: Director: Corporate Services

Manager: Legal Services

CMG16/03/14 PUBLIC PARTICIPATION MONTHLY REPORT: JANUARY 2014

Director: Corporate Services

RESOLVED

That the monthly Report for Public Participation and the Community Development Workers for January 2014 received from the Director Corporate Services [Public Participation] be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services

Manager: Public Participation

CMF01/03/14 REPORT TO THE MUNICIPAL MANAGER REGARDING TENDERS AWARDED FOR JANUARY 2014

Direction: Financial Services

RESOLVED

- [a] That the minutes of the Bid Adjudication Committee meeting held on 17 December 2013, be noted.

MINUTES

- [b] That the Bid Adjudicating Committee minutes be submitted to the Finance Committee meeting as soon as adjudication has taken place.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Expenditure (SCM)

CMF02/03/14 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 JANUARY 2014**

Direction: Financial Services

The Chairperson of the Finance Committee requested Mr Easton to report on the meeting that the Acting Municipal Manager, Mr B Ellman and Directors: Technical and Financial Services attended in Pretoria on 26 February 2014.

Mr Easton, at the Finance Committee meeting held on 5 March 2014, gave a brief summary of what was discussed and informed the Committee that a letter from the Municipality will be forwarded to National Treasury with regard to the concerns raised by National Treasury.

The Municipal Manager reported that the aforementioned letter was indeed sent to National Treasury and was successful with no cuts made on the budget request of Knysna Municipality.

RESOLVED

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

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

CMF03/03/14 **OPCAR AS AT 19 FEBRUARY 2014**

Direction: Financial Services

RESOLVED

That the Operation Clean Audit Report (OPCAR) as at 19 February 2014, be noted.

File Number: 5/10/1
Execution: Acting Municipal Manager
Manager: Performance and Internal Audit

MINUTES

CMF04/03/14 DEVIATION REPORT FOR THE MONTHS OF JANUARY AND FEBRUARY 2014

Direction: Financial Services

RESOLVED

- [a] That the contents of the deviation report for January and February 2014, be noted;
- [b] That the recommendations contained in the report mentioned in [a] above, be implemented within the budget provided.

File Number: 9/1/2/10

Execution: Director: Financial Services

Manager: Expenditure (SCM)

CMC01/03/14 DISASTER MANAGEMENT PLAN

Director: Community Services

RESOLVED

- [a] That the Disaster Management Plan be approved;
- [b] That electronic copies of the Plan approved in [a] above be made available to Councillors, Officials and interested members of the public;
- [c] That it be noted that the plan has two sections namely the plan and the contact list. The contact list will be updated periodically.

File Number: 9/1/2/5

Execution: Director: Community Services

Acting Chief: Traffic

CMC02/03/14 OAK TREES IN KNYSNA

Director: Community Services

RESOLVED

- [a] That the content of the report with regard to the Oak trees in Knysna be noted;
- [b] That a consultation process be undertaken regarding the placement of new trees due to the location of underground services and the outcome be reported to the Municipal Council;

MINUTES

- [c] That the Manager: Parks discusses the problem with a horticulturist before any felling of Oak trees takes place.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Parks and Recreation

CMC03/03/14 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 JANUARY 2014**

Director: Financial Services

RESOLVED

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

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

CMC04/03/14 **CLOSURE OF KNYSNA LIBRARY FROM 20 MARCH 2014 TO 3 APRIL 2014**

Director: Community Services

RESOLVED

- [a] That Council takes cognisance of the report with regard to the closure of the Knysna Library from 20 March 2014 to 3 April 2014;
- [b] That the notice of the closure of the Knysna Library from 20 March 2014 to 3 April 2014 be sent to all the schools.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Libraries and Heritage

CMC05/03/14 **MONTHLY REPORTS: COMMUNITY SERVICES**

Director: Community Services

RESOLVED

That the following monthly report for January and February 2014 received from the Director Community Services and Eden District Municipality be noted:

MINUTES

- [a] Safety and Security, Traffic and Licensing, Fire, Sport and Rescue and Social Services :
- [i] That the monthly report of the Youth desk in Sedgefield be submitted to the Mayoral Committee in March 2014;
- [b] Libraries and Heritage;
- [c] Parks and Recreation:
- [i] That it be noted that the Chairperson of the Community Services Committee, the Director : Community Services and other relevant officials will conduct a site visit on 11 March 2014, which will include all the sporting facilities and the ablution facilities at the Taxi rank in the Central Business District;
- [d] Waste Management;
- [e] Eden District Municipality [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

CM01/03/14 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 JANUARY 2014**

Director: Financial Services

RESOLVED

- [a] That the Detailed Capital Budget Report for the 2013/2014 Financial year as at 31 January 14, be noted.
- [b] That Council note that a letter setting out the MIG revised cash flows for 2012/2013 was forwarded to National Treasury.

File Number: 5/12/1

Execution: Director: Financial Services

Manager: Budget Office

MINUTES

CM02/03/14 PURCHASE OF ERF 1114, KNYSNA, 3 CLYDE STREET

Director: Corporate Services

Cllrs Van Aswegen, Witbooi and Gombo, raised concerns and gave reasons why they do not support the resolution below.

The Speaker called the matter to a vote.

10 votes were recorded in favour of the recommendation while 6 vote were recorded against the recommendation.

The resolution as set out in the Agenda was thus carried

RESOLVED

- [a] That Erf 1114, Knysna with street address of 3 Clyde Street be purchased for R 1.4 million;
- [b] That it be noted that the expenditure regarding the purchase of Erf 1114, Knysna, as mentioned in [a] above has been budgeted for in the Adjustment Budget.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Administration

Cllr Van Aswegen requested that COPE's vote against resolution be recorded.

CM03/03/14 NEIGHBOURHOOD DEVELOPMENT PARTNERHSIP GRANT (NDPG)

Director: Planning and Development

This item was discussed after item CM21/03/14 and in conjunction with item CM22/03/14.

RESOLVED

- [a] That Council approves and supports the proposed business plan;
- [b] That the proposed projects be submitted to Treasury for final approval of the business plan.

File Number: 10/2/2

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

MINUTES**CM04/03/14 TABLING OF DRAFT IDP REVIEW 2014/2015**

Director: Planning and Development

RESOLVED

- [a] That the contents of the report on the 2014/2015 Draft IDP Review report, be noted;
- [b] That the tabling of the draft Integrated Development Plan (IDP) Review for 2014/2015, be noted;
- [c] That the Draft IDP Review for 2014/2015 be made available for public perusal and comment.

File Number: 9/1/2/13

Execution: Director: Planning and Development

Manager: Integrated Development Plan

CM05/03/14 REVIEW AND RECOMMENDATION FOR THE APPROVAL OF THE STAFF CONDITIONAL BURSARY POLICY

Director: Corporate Services

RESOLVED

- [a] That the committee notes the contents of the report;
- [b] That the Staff Conditional Bursary Policy attached as annexure to the agenda of the Mayoral Committee meeting of 19 March 2014 be approved.

File Number: 5/11/2

Execution: Director: Corporate Services

Manager: Human Resources

CM06/03/14 REPORT ON AMENDMENTS OF THE WARD COMMITTEE CONSTITUTION

Director: Corporate Services

RESOLVED

- [a] That the contents of the report regarding the amendments of the Ward Committee Constitution be noted; and
- [b] That the proposed amendments to the Knysna Municipality Ward Committee Constitution be approved;

MINUTES

- [c] That the delegations register be amended to reflect clause 4 (d) of the code of conduct for Ward Committees.

File Number: 9/1/2/9
Execution: Director: Corporate Services
Manager: Public Participation

CM07/03/14 **ERF 619, (NO. 619 FYNBOS STREET) BRENTON: PROPOSED REMOVAL OF TITLE DEED RESTRICTIONS**

Director: Planning & Development

RESOLVED

- [a] That the following correspondence be noted:
- (i) Copy of the application from Margolis and Associates Inc. submitted on 14 August 2013;
 - (ii) Objection from Cape Nature dated 11 December 2013;
 - (iii) An undated letter from the Brenton Extension 1 Homeowners Association;
 - (iv) Correspondence from Amanda Engelbrecht dated 12 December 2013; and
 - (v) Comments from internal departments printed on 15 January 2014.
- [b] That the Director Land Management (Region 3) be advised that the Knysna Municipal Council **supports** the removal in terms of Section 2 of the Removal of Restrictions Act, 1967 (Act 84 of 1967) of Condition D.1 (1.1-1.3) of title deed No. T100641/2002, being the title deed for Erf 619 Brenton, in order to lift the requirement that the owner becomes a member of the Brenton Extension 1 Homeowners' Association, subject to the following conditions:
- (i) This approval applies to the removal of restrictive conditions as set out above and may be construed as authority to deviate from any other legal prescriptions or requirements.

File number: 15/2/5/4
Execution: Director: Planning and Development
Manager: Town Planning and Building Control

MINUTES

CM08/03/14 **ERF 3116, NO. 6 CUTHBERT AVENUE, KANONKOP, KNYSNA:**
APPLICATION FOR BUILDING LINE RELAXATION

Director: Planning & Development

RESOLVED

- [a] That the following correspondence be noted:
- (i) A copy of the application from S Conyers submitted on 16 September 2013;
 - (ii) Letter of objection from Logan-Martin Inc. dated 18 November 2013;
 - (iii) Consent form from the owner of Erf 3115 Knysna;
 - (iv) Consent form from the owner of 8573 Knysna;
 - (v) Applicant's response to comments dated 14 January 2014;
 - (vi) A copy of internal comments.
- [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 on Erf 3116 Knysna for the relaxation of the street building line from 4,5m to 0m for a 20,76m² guard house as indicated on Dwg. No. WJA-MC-001 drawn by WJA Architects dated 13 January 2014;
- [c] That the following conditions are imposed in terms of Section 42 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985), that:
- (i) This approval refers to the application for a departure as outlined above and may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - (ii) The owner of the property shall be responsible for complying with and for the cost of complying with all conditions of approval outlined hereunder;
 - (iii) Building plans for the proposed guard house shall be submitted to the Building Control Section for scrutiny and approval prior to any building work being undertaken;
 - (iv) The gate is to be set back 6m from the street boundary;
 - (v) The lateral boundary wall height must be 1,2m in height for a distance of 4,5m from the street boundary and thereafter 1,8m in height and the applicant shall be permitted to use open decorative fencing over the 1,2m high portion of the fence to ensure a safe sight distance of Cuthbert Avenue for cars leaving the premises;
 - (vi) The existing two wooden structures over the northern lateral building line shall be shifted 2m away from the erf boundary or demolished prior to building plans being submitted;
 - (vii) The guard house may not be converted into an additional dwelling unit with a kitchen and related appurtenances without prior written approval from Council;
 - (viii) Any electrical services to be relocated will be relocated at the cost of the applicant;
 - (ix) The applicant is to ensure that there is access to property for meter reading purposes;

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- (x) 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);
- (xi) The erf is also limited to 60Amps Single Phase;
- (xii) Solar assisted or gas assisted water heating devices or heat pumps shall be installed by the applicant;
- (xiii) 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
- (iv) 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

CM09/03/14 **FARM BIBBYSHOEK NUMBER 122, KNYSNA: APPLICATION FOR DEPARTURES**

Director: Planning & Development

RESOLVED

- [a] That the following documentation be noted:
- (i) Application from Marike Vreken Urban and Environmental Planners for Consent Use Departure dated 28 June 2013 and an amended application dated 15 July 2013;
 - (ii) Letter from Department of Agriculture, forestry and fisheries dated 16 July 2013;
 - (iii) Letter from SANParks dated 4 July 2013;
 - (iv) Letter from Cape Nature dated 7 August 2013;
 - (v) Letter from Department of Health dated 18 July 2013;
 - (vi) Letter from Department of Transport and Public Works dated 30 July 2013;
 - (vii) Internal Department comments;
 - (viii) Letter of objection from Anja Luise Braun dated 26 July 2013;
 - (ix) Applicant's response to comment dated 19 September 2013 and an email from Mr Brodie dated 30 September 2013.
- [b] That the departure application be **approved** in terms of Section 15 of the Land Use Planning Ordinance (Ordinance 15 of 1985) to relax the eastern lateral building line from 30,0m to 12,25m and the street building line from 30m to 26,99m to allow for the existing garage; for relaxation of the eastern lateral building line from 30m to 23,94m; street building line from 30m to 24,53m to allow Outbuilding B; and for a departure from street building line from 30m to 0m and from 30m to 15,91m to allow for the existing dwelling house, Outbuilding D and A respectively on farm Bibby's Hoek No. 122, Knysna, as depicted on plan No. Pr.11/11SDP02

MINUTES

dated 27 June 2013 drawn by Marike Vreken, subject to the following conditions:

- (i) The applicant is responsible for ensuring compliance with all the conditions imposed hereunder;
 - (ii) The building line relaxations only apply to the existing structures as shown on the above plan number as applied for, and no other structure;
 - (iii) The conditions imposed by SANParks must be adhered to:
 - Alien clearing takes place in a phased approach;
 - i. The landowner becomes a member of the Southern Cape Fire Protection Association (FPA);
 - ii. Access to the GRNP is discussed with the Area Manager of Wilderness Section of the GRNP
 - (iv) Normal building plan approval in terms of the National Building Regulations shall be obtained;
 - (v) Normal building plan application fees are to be charged instead of As-Built fees for building plan submissions;
 - (vi) Occupation Certificates should be issued to building completed in compliance with approved building plans and in compliance with all other requirements at the normal fee for Occupation Certificates; and
 - (vii) This approval does not absolve the developer from compliance with any other approvals or statutory requirements.
- [c] That the applicant be instructed in terms of Section 40(1)(a)(ii) of the Land Use Planning Ordinance (No. 15 of 1985) to apply for the determination of a contravention levy in respect of the illegal structure (outbuilding C) on the property within thirty (30) days of date of letter of notification. The Provincial guideline for such levies is "20% of the standard average building cost, in the open market, of that portion of the building which is contravening, as determined by the Council". Application for such a contravention levy shall be made to the Town Planning Department of the Knysna Municipality; subject to:
- (i) The applicant must submit proof of the cost of construction within the above specified period to determine the contravention levy payable;
 - (ii) In addition, the applicant be informed that, on payment of the contravention levy, that the building plans in respect of the contravening structure can be recommended for approval.

File number: 15/2/5/1

Execution: Director: Planning and Development

Manager: Town Planning and Building Control

MINUTES**CM10/03/14 FEASIBILITY STUDY PHASE 2A OF THE REGIONAL INTEGRATION OF THE BULK WATER SUPPLY SYSTEMS OF KNYSNA AND BITOU MUNICIPALITIES**

Director: Planning & Development

RESOLVED

That the content and the presentation of the Phase 2A of the feasibility study of the Regional Integration of the Bulk water supply systems of Knysna and Bitou Municipalities, be noted.

File number: 5/7/R

Execution: Director: Technical Services

Engineer: Water Works & Sewer

CM11/03/14 KNYSNA MUNICIPALITY'S SEAWATER REVERSE OSMOSIS (SWRO) PLANTS

Director: Planning & Development

RESOLVED

[a] That the contents of the report on Knysna's two seawater reverse osmosis (SWRO) plants, their operational and maintenance issues and proposals on the way forward, be noted;

[b] That the following be approved:

[i] Provision of at least the minimum operation and maintenance budget to keep the plants well maintained

[ii] Investigation into the Additional Pretreatment of Feedwater for the Knysna Reverse Osmosis Plant be carried out by Veolia Water, in consultation with ourselves, in the amount of R250 000 (Excl.VAT).

File number: T82-2013

Execution: Director: Technical Services

Engineer: Water Works & Sewer

CM12/03/14 ERF 2985 (23 GEORGE REX DRIVE IN THE HEADS), KNYSNA: APPLICATION FOR DEPARTURES

Director: Planning & Development

RESOLVED

[a] That the following correspondence be noted:

(i) Application from Marike Vreken dated 8 April 2011;

MINUTES

- (ii) Comments from the Town Electro-technical Engineer dated 15 April 2011;
- (i) Comments from the Director Technical Services dated 18 April 2011;
- (ii) Comment from the Environmental Department dated 26 April 2011;
- (iii) Comments from the Director Community Services dated 5 May 2011;
- (iv) Comments from G Bester dated 9 May 2011;
- (v) Objection from Logan-Martin Attorneys dated 12 May 2011;
- (vi) Comments from Cape nature dated 7 June & 30 June 2011;
- (vii) Comments from SanParks dated 10 June 2011;
- (viii) Comments from the applicant dated 27 July 2011;
- (ix) Comments from Geoff and Bea Snelgar dated 23 December 2013;
- (x) Comments from Mr. G P Grylls dated 30 January 2014.

[b] That the application for a Departure in terms of Section 15(1) of the Land Use Planning Ordinance to permit an additional storey as indicated on Plan no: MO 003 dated 26/08/10 on Erf 2985 Knysna **be approved**, subject to the following conditions:

- (i) No further development will be allowed on the property or additional rights granted;
- (ii) The boat shed only be used as a boat storage facility and for no other uses;
- (iii) Any electrical services encountered during the renovation process 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 Erf is limited to the existing electrical supply. No further electrical upgrades will be permitted until Eskom have completed the upgrading of the 132 kV supply line to Knysna and have allowed Knysna Municipality to increase the Notified demand;
- (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 will be wired in accordance to the Electrical Department's specification and the switch shall be purchased by the applicant;
- (viii) Low energy fittings are to be used in all cases;
- (ix) Normal building plan approval is required;
- (x) Council reserves the right to impose additional conditions if deemed necessary.
- (xi) The parapet already constructed on the top floor is to be lowered to 1 metre, as per the approved plan.
- (xii) All windows facing erf 1491 in the part of the building permitted in terms of this departure are to be of frosted glass.
- (xiii) The Building Control Officer is to consult the owners of Erf 1491 before approval of the building plans and satisfy herself that the agreement reached between the applicant and the objector is reflected in the plans.

MINUTES

- (xiv) The layout of the walls of the new section is to be treated as if it were the establishment of foundations on a new site and the layout is to be approved by the Building Inspector before construction begins. No deviation from building plans will be approved after the plans have been approved.

File number: 15/2/5/1

Execution: Director: Planning and Development

Manager: Town Planning and Building Control

CM13/03/14 **ESTABLISHMENT OF THE KNYSNA MUNICIPALITY OUTDOOR ADVERTISING, HERITAGE AND AESTHETICS COMMITTEE**

Director: Planning & Development

RESOLVED

That the matter with regard to the establishment of the Knysna Municipality Outdoor Advertising, Heritage and Aesthetics Committee be withdrawn and that the curriculum vitae of all the shortlisted candidates be submitted to the Planning Development and Infrastructure Committee meeting in May 2014.

File number: 9/1/2/13

Execution: Director: Planning and Development

Manager: Town Planning and Building Control

CM14/03/14 **FARM 191/51, RHEENENDAL MAIN ROAD (MR 355), CHARLESFORD, KNYSNA: PROPOSED REZONING**

Director: Planning & Development

RESOLVED

- [a] That the following correspondence be noted:
- (i) Copy of the applicant's motivation dated March 2013;
 - (ii) Objection from Surego Investments dated 29 April 2013;
 - (iii) Objections from Jayne Fearon dated 23rd and 29th April 2013;
 - (iv) Objection from A P Boyes dated 29 April 2013;
 - (v) Objection from Heather Westley (undated);
 - (vi) Comments from the Western Cape Government's Department of Transport and Public Works;
 - (vii) Comments of the Western Cape Department of Agriculture dated 17 May 2013;
 - (viii) Comments from the Western Cape Department of Health dated 26 April 2013;
 - (ix) Comments from SANParks dated 30 May 2013; and
 - (x) Applicant's response to comments and objections dated 31 May 2013.

MINUTES

-
- a) 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 Farm 191/51 Knysna Division from “Agriculture Zone I” to “Resort Zone I” in order to establish holiday accommodation consisting of five self-catering units, a restaurant, a walking trail and a children’s play area.
- [b] That **approval** also be granted in terms of Regulation 4.7 of the zoning scheme regulations promulgated in terms of Section 8 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) for a consent use to establish a restaurant and a children’s play area.
- [c] That the following conditions are hereby imposed in terms of Section 42 of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985), that:
- i) This approval refers to the proposal as set out above and may not be construed as authority to deviate from any other legal prescriptions or requirements;
 - ii) The property owner shall take responsibility for ensuring compliance with these conditions;
 - iii) A site development plan taking into account the concerns of the surrounding property owners shall be submitted for the approval of the Director: Planning and Development;
 - iv) Regular water samples have to be taken for chemical and bacteriological quality testing. The results of the water samples must be kept on record and be made available to a competent authority upon request;
 - v) No septic tanks or soak-aways shall be allowed for the disposal of sewage;
 - vi) No disposal of untreated sewage effluent shall be allowed;
 - vii) All sewage is to be connected to the proposed waste water treatment plant (WWTP);
 - viii) A skilled operator must be appointed to operate the WWTP;
 - ix) The developer must have an emergency plan in place to combat any health nuisance that might occur with the operation of the WWTP;
 - x) If a health nuisance occurs, the developer shall inform the office of the Eden District Municipality Health Services (Knysna Office) without delay;
 - xi) All possible steps must be taken to protect the environment and surface and underground water from pollution;
 - xii) The effluent must comply with bacteriological standards as determined by the Department of Water Affairs;
 - xiii) The utilization of the sewage effluent and sludge is subject to the office of the Department of Health’s “Guidelines for the Permissible Use of Sewage Effluent and Sludge”;
 - xiv) No localized disposal of refuse is allowed. All refuse must be disposed of at an approved refuse disposal site or removed by an approved refuse removal service;
 - xv) The landowner shall join the Phantom-Homtini Conservancy;

MINUTES

- xvi) The landowner shall become a member of the Southern Cape Fire Protection Association;
- xvii) Fencing is restricted and only wild-life friendly fences are to be used;
- xviii) A Conservation Management Plan shall be developed and implemented to include alien clearing;
- xix) The property owner in conjunction with the Eden Municipality shall clear the vegetation within the road reserve of the Main Road 355 and ensure that the minimum required sight distances are obtained and maintained;
- xx) Only the existing access of Main Road 355 shall be used and no new accesses may be created;
- xxi) No forests shall be destroyed as defined in the NFA;
- xxii) The owners of the property must join and become members of the South Cape Fire Protection Association;
- xxiii) The restaurant and children's play area shall not be used as a venue for concerts and no forms of amplified music shall be played in the outdoor area;
- xxiv) Development parameters applicable under Agriculture Zone I in terms of the Section 8 Zoning Scheme Regulations (1988) shall be applicable;
- xxv) The restaurant and the children's play park shall only operate between 10h00 and 22h00 after which the place shall be cleared and secured;
- xxvi) Reasonable measures shall be taken to control excessive noise levels during the day for neighbours' consideration.
- xxvii) The applicant must widen the entrance to accommodate two lanes – an "in" and a "out" lane.
- xxviii) Adequate parking and turning space shall be provided for both small and intermediate vehicles; and
- xxix) Save for the proposed restaurant, no additional structures shall be permitted on the property.

File number: 15/2/5/2

Execution: Director: Planning and Development

Manager: Town Planning and Building Control

CM15/03/14 **FOLLOW UP REPORT ON THE ROAD HIERARCHY AND THE ROLL OUT OF THE MAINTENANCE PROGRAM FOR 2013-2014**

Director: Technical Services

RESOLVED

- [a] That the contents of the Road hierarchy report as indicated on Annexure 2, be noted;
- [b] That a special meeting be arranged with Councillors and that all Councillors submit a written list of their concerns to that meeting.

MINUTES

File number: 16/3/2/1
Execution: Director: Technical Services
Dep. Town Engineer: Public Works

CM16/03/14 PLANNING AND DEVELOPMENT: MONTHLY REPORTS

Director: Planning & Development

RESOLVED

- [a] That the monthly report for January 2014 received from the Director: Planning & Development Services [Town Planning, Building Control], be noted;
- [b] That the monthly report for January 2014 received from the Director: Planning & Development Services [Integrated Human Settlements], be noted;
- [c] That the monthly report for January 2014 received from the Director: Planning & Development Services [Environmental Management], be noted.

File number: 9/1/2/13
Execution: Director: Planning and Development
Manager: Town Planning and Building Control
Manager: Integrated Human Settlements
Manager: Environmental Management

CM17/03/14 MONTHLY REPORT: TOWN ELECTRO-TECHNICAL ENGINEER

Director: Town Electro- Technical Engineer

RESOLVED

That the monthly report for January 2014 received from the Town Electro-technical Engineer, be noted.

File Number: 9/1/2/13
Execution: Town Electro-technical Engineering

MINUTES

CM18/03/14 **MONTHLY REPORT DIRECTOR: TECHNICAL SERVICES**
Director Technical Services [Public Works, Sewer and Water Works]

RESOLVED

- [a] That the monthly report for January 2014 received from the Director: Technical Services, be noted;
- [b] That the water and sewer results report for January 2014 received from the Director: Technical Services, be noted;

File number: 9/1/2/1
Execution: Director Technical Services
Engineers: Public Works, Sewer and Water Works

CM19/03/14 **DETAILED CAPITAL BUDGET REPORT FOR THE 2013/2014 FINANCIAL YEAR AS AT 31 JANUARY 2014**
Director: Financial Services

RESOLVED

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

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

CM20/03/14 **SEDGEFIELD YOUTH ADVISORY CENTRE JANUARY 2014 REPORT**
Director: Community Services

RESOLVED

That the Sedgefield Youth Advisory Centre report for January 2014, be noted

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Disaster and Social Services

MINUTES

CM21/03/14 **MONTHLY BUDGET STATEMENT FOR FEBRUARY 2013**
Director: Financial Services

RESOLVED

That Council notes the monthly budget statement and supporting documentation for February 2014.

CM22/03/14 **NEIGHBOURHOOD DEVELOPMENT PARTNERSHIP GRANT (NDPG)**
Director: Planning and Development

Refer item CM03/03/14

MINUTES

8. REPORTS**C8.1/03/14 EDEN DISTRICT MUNICIPALITY****RESOLVED**

- [a] That an item be submitted to the Governance and Economic Development Committee section 80 in June 2014, regarding the manner of reporting on Eden District Municipal matters after Cllrs Nayler and De Vries have been consulted.

C8.2/03/14 REPORT FROM THE SPEAKER ON TRAVEL BY THE EXECUTIVE MAYOR FROM JANUARY 2014 TO MARCH 2014**RESOLVED**

That Council notes the contents of the report from the Speaker on travel by the Executive Mayor from January 2014 to March 2014.

File Number: 9/1/1/1
Execution: Municipal Manager

The Speaker announced her intention to step down as Speaker at the end of May 2014

9. NEW ITEMS**C01/03/14 CHANGES IN WARD COMMITTEE MEMBERSHIP OF WARD 2 AND 9****RESOLVED**

- [a] That the content of the report on changes in Ward 2 and 9 Ward Committees be noted;
- [b] That Mr Chris Henwood be removed as a member of Ward 9 Ward Committee with effect from 1 March 2014;
- [c] That the administration takes the necessary steps to remove Mr Chris Henwood from the payroll system;
- [d] That the names of Reverend Ginny Cormack be accepted and approved as a replacement for Reverend Angie Pickard from Ward 2 and Mr Christopher Gould for Ward 9 Ward Committee;

MINUTES

- [e] That the administration takes the necessary steps to add Reverend Ginny Cormack on the payroll system for Ward 2 Ward Committee and Mr Christopher Gould for Ward 9 Ward Committee.

File Number: 3/3/3/4
Execution: Director: Corporate Services
Manager: Public Participation

At 10:30 the chairperson granted a 15 minute body break.

C02/03/14 **INVESTIGATION OF UNAUTHORISED, IRREGULAR OR FRUITLESS AND WASTEFUL EXPENDITURE: 2012/2013 FINANCIAL YEAR – REPORT OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)**

Cllr Van Aswegen requested to be excused from the meeting for the consideration of items C02/03/14 and C03/03/14, as he has given clear reasons to Council why COPE does not consider the Municipal Public Accounts Committee a Committee of Council.

RESOLVED

- [a] That the report regarding the investigation of Unauthorised, Irregular or Fruitless and Wasteful Expenditure: 2012/2013 financial year by the Municipal Public Accounts Committee (MPAC), be noted;
- [b] That the report regarding the investigation of Unauthorised, Irregular or Fruitless and Wasteful Expenditure: 2012/2013, be referred back to the Municipal Public Accounts Committee (MPAC), for further investigation and consideration.

File Number: 3/3/3/3/10
Execution: Director: Financial Services
Manager: Budget Office

C03/03/14 **OVERSIGHT REPORT – 2012/2013 FINANCIAL YEAR**

RESOLVED

That the recommendations contained under point 9 in the Oversight Report be adopted.

File number: 5/10/3
Execution: Director: Corporate Services
Manager: Administration

MINUTES

At 11:00 Cllr Tyokolo requested for a 10 minute caucus and the caucus was granted by the Speaker.

Cllr Van Aswegen was called back into the meeting.

C04/03/14 **OUTCOME OF THE ANNUAL PERFORMANCE REVIEWS – 2012/2013
FINANCIAL YEAR**

Cllr Nkam requested the Cllr Tyokolo report back to Council on the outcome of the caucus.

The Speaker advised that with regard to the rules of order there is no need for a report back after a caucus, unless the requester feels a need to bring up certain points to Council.

Cllr Van Aswegen advised that he is against the resolution.

The Speaker called the matter to a vote.

10 votes were recorded in favour of the recommendation, 1 vote was recorded against the recommendation and 5 Councillors abstained from voting.

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

RESOLVED

- [a] That Council notes the contents of the report;
- [b] That Council notes the report on the outcome of the review per employee;
- [c] That Council notes the report of the Audit Committee Chairman to the Audit Committee on the Performance Evaluations of the Municipal Manager and the Managers reporting to the Municipal Manager;
- [d] That Council approves the performance evaluation for each of the employees assessed for the year 2012/13, as per section 8 of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to the Municipal Manager, 2006.`

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

MINUTES

C05/03/14 REVIEW OF THE EMPLOYER COMPONENT OF THE LOCAL LABOUR FORUM OF KNYSNA LOCAL MUNICIPALITY**RESOLVED**

- [a] That Council takes note of the contents of this report;
- [b] That Council confirms its prior decision taken on the 5th of August 2014, that 4 (four) Councillors and 6 (six) Officials shall make up the employer component;
- [c] That the Municipal Manager shall determine and appoint the 6 (six) officials who shall serve on the employer component;
- [d] That the office of the Speaker, after consultation with the various parties, shall confirm the names of the 4 Councillors to serve on the Local Labour Forum to the Municipal Manager.

File number: 9/1/2/8
Execution: Director: Corporate Services
 Manager: Human Resources

C06/03/14 REPORTS FROM THE AUDIT COMMITTEE: MARCH 2014**RESOLVED**

- [a] That Council notes the contents of this report;
- [b] That Council notes the minutes of the last Audit Committee Meeting held on the 24th of January 2014;
- [c] That Council notes the Audit Committee Activity Report for the period 1 July 2013 till 31 December 2013;
- [d] That Council notes the Knysna Municipality Risk Committee Charter.

File Number: 5/10/3
Execution Director: Corporate Services
 Manager: Administration

MINUTES**C07/03/14 UPDATE ON WATER SITUATION**

A verbal report was presented by Cllr L Hart.

C08/03/14 TABLING OF DRAFT ANNUAL BUDGET MTREF 2014/15 – 2016/17**RESOLVED**

- [a] That the draft Medium Term Revenue and Expenditure Framework (MTREF) 2014/2015 – 2016/2017 and its annexures be circulated for public participation and the submission of representations;
- [b] That the closing date for submissions be Friday, 2 May 2014.

File Number: 5/3/1
Execution: Director: Financial Services
 Manager: Budget Office

C09/03/14 COUNCIL IN RECESS: PERIOD 31 MARCH 2014 UNTIL THE ELECTIONS OF 7 MAY 2014**RESOLVED**

- [a] That Council stands prorogued for the period 31 March 2014 up to and including the 7th of May 2014;
- [b] That in view of the afore-mentioned period of recess, the Executive Mayor in consultation with the Municipal Manager be delegated to perform all official Council duties, responsibilities and functions during the period of 31 March 2014 to 7 May 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] approval of budgets;
 - [iii] the imposition of rates and other taxes, levies and duties;
 - [iv] the raising of loans;as well as :
 - [v] disposal of council properties;
 - [vi] approval of Integrated Development Plan; and
 - [vii] the appointment of Section 56 employees;

File Number: 3/3/2/1
Execution: Director: Corporate Services

MINUTES

Manager: Administration

10. URGENT MATTERS**a. THE ACTING MUNICIPAL ELECTORAL OFFICER (MEO)**

The Executive Mayor raised her concerns with the fact that since the vehicle accident the Municipal Manager was involved in, there has been no one in place as the MEO.

The Speaker called the matter to a vote.

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

The matter was thus considered as urgent.

RESOLVED

That Mr D Adonis be appointed as the Acting Municipal Electoral Officer until the end of June 2014.

b. HOLE IN PROTEA STREET HORNLEE

Cllr Witbooi raised his concern with regard to children playing in the water that fills the hole when it rains and how much danger they could be in if the hole is not fixed by today. He urged that the length of time taken before the hole is fixed is unreasonable and unacceptable.

The Speaker called the matter to a vote.

16 votes were recorded in favour of the matter being regarded as urgent.

The matter was unanimously considered as urgent.

RESOLVED

That the Technical Services Department fix the hole in Protea Street, Hornlee, as soon as possible and a “**DO NOT SWIM**” sign be put up around the hole.

c. WATER ACCOUNTS AND WATER CUT OFFS

Cllr Van Aswegen raised his concern with regards to water being a basic necessity and the cut-off thereof with no prior warning being unreasonable and unjust to the community.

RESOLVED

MINUTES

That water no longer be cut off in Hornlee where consumers have applied for rebates, until the real problem has been properly assessed.

d. SPEED OF VEHICLES PAST CONCORDIA PRIMARY SCHOOL

Cllr Sopeki raised her concern about the danger the children crossing this road from and to school are in with vehicles driving in high speed on that road. The vehicles take no note of the Pedestrian crossing and with only one scholar speed patrol accidents could easily occur.

Cllr Williams, the Community Services Committee Chairperson confirmed that she and the Director: Community Services, Mr Adonis are well aware of the risk the scholars crossing that road are in, so much that they have visited the site and the matter will go to a section meeting for consideration.

The Speaker called the matter to a vote.

16 votes were recorded in favour of the matter being regarded as urgent.

The matter was unanimously considered as urgent.

RESOLVED

That scholar patrols be instituted every time the children are outside.

e. THE BIRTH OF CLLR TYOKOLO'S BABY GIRL.

The Speaker moved to congratulate Cllr Tyokolo on the recent birth of her baby girl.

RESOLVED

That Cllr Tyokolo be congratulated on the recent birth of her baby girl.

11. ITEMS IN COMMITTEE

See separate Minute.

12. CLOSURE

The Speaker thanked everyone who attended and the meeting concluded at 11:45.

-oOo-