Notice is hereby given that a SPECIAL MEETING of the MUNICIPAL COUNCIL of Knysna Municipality will be held in the COUNCIL CHAMBER, Clyde Street, Knysna on WEDNESDAY, 30 MAY 2018 at 09:00 to consider the business set forth in the attached agenda.

Kennis geskied hiermee dat 'n SPESIALE VERGADERING van die MUNISIPALE RAAD van Knysna Munisipaliteit in die RAADSAAL, Clydestraat, Knysna op WOENSDAG, 30 MEI 2018 om 09:00 gehou sal word ten einde sake soos uiteengesit in die aangehegte agenda te oorweeg.

Isaziso ESIBALULEKILEYO SENTLANGANISO yeBHUNGA likaMASIPALA waseKnysna eyakubanjelwa KWIGUMBILI LEKHANSILE kwisitalato iClyde, Knysna lentlanganiso iyakuba NGOLWESITHATHU, NGE 30 UCANZIBE 2018 ngentsimbi ye 09:00 umba iyakuba lushishino oluchazwe kwi-agenda.

CLLR G WOLMARANS
The Speaker
Die Speaker
Usomlomo

MR K CHETTY
Municipal Manager
Munisipale Bestuurder
uManejala KaMasipala

Date: 23 MAY 2018
<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>OPENING AND WELCOMING</td>
<td>3</td>
</tr>
<tr>
<td>2.</td>
<td>SILENT PRAYER</td>
<td>3</td>
</tr>
<tr>
<td>3.</td>
<td>ATTENDANCE OF MEMBERS</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>3.1 COUNCILLORS PRESENT</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>3.2 COUNCILLORS ABSENT WITH LEAVE</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>3.3 COUNCILLORS ABSENT WITHOUT LEAVE</td>
<td>3</td>
</tr>
<tr>
<td>4.</td>
<td>NOTING OF THE PROVISIONS OF CODE OF CONDUCT FOR COUNCILLORS</td>
<td>3</td>
</tr>
<tr>
<td>5.</td>
<td>DISCLOSURE OF INTEREST</td>
<td>3</td>
</tr>
<tr>
<td>6.</td>
<td>NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>6.1 COUNCIL IN RECESS : PERIOD 18 JUNE 2018 UNTIL 20 JULY 2018</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>6.2 2018 – 2019 FINAL IDP REVIEW</td>
<td>5</td>
</tr>
<tr>
<td>7.</td>
<td>ADJOURNMENT</td>
<td></td>
</tr>
</tbody>
</table>
A G E N D A

1. OPENING AND WELCOMING

2. SILENT PRAYER

3. ATTENDANCE OF MEMBERS
   3.1 COUNCILLORS PRESENT
   3.2 COUNCILLOR WITH LEAVE
   3.3 COUNCILLORS WITHOUT LEAVE


5. DISCLOSURE OF INTERESTS BY COUNCILLORS
6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

6.1

SC01/05/18 COUNCIL IN RECESS : PERIOD 18 JUNE 2018 UNTIL 20 JULY 2018

REPORT FROM THE MUNICIPAL MANAGER [ADMINISTRATION]

PURPOSE OF THE REPORT

To propose that the Municipal Council be in recess from 18 June 2018 to 20 July 2018.

BACKGROUND

It was proposed by the Speaker, that Council be in recess from 18 June 2018 until 20 July 2018 and that all the powers and functions of the Council be delegated to the Executive Mayor, except those functions which may not be delegated in terms of Section 160(2) of the Constitution, for the period 18 June 2018 to 20 July 2018.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

[a] That the Municipal Council stands prorogued for the period 18 June 2018 to 20 July 2018;

[b] That in view of the afore-mentioned period of recess, the Executive Mayor, Cllr E Bouw-Spies and the Municipal Manager, Mr Kam Chetty, or his successor in title, be delegated to jointly perform all official Council duties, responsibilities and functions during the period of 18 June 2018 to 20 July 2018 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;
[viii] Any other powers reserved exclusively for the Municipal Council;

[c] That the Executive Mayor report back at the Ordinary Council Meeting to be held in July 2018 regarding any decisions made during the recess period as mentioned in [a] above.

File Number : 9/1/2/9
Execution : Municipal Manager
Manager : Administration
REPORT FROM THE DIRECTOR : PLANNING AND DEVELOPMENT

PURPOSE OF THE REPORT

The purpose of this report is to table the 2018/2019 Review of the Knysna Municipality 4th Generation IDP to the Council for approval.

BACKGROUND

In terms of section 34 of the Municipal Systems Act, 2000 (Act 32 of 2000) it is required that Council conducts an annual review of its IDP.

“A municipal council –

(a) must review its integrated development plan –
   (i) annually in accordance with an assessment of its performance measures in terms of section 41; and
   (ii) to the extent that changing circumstances so demand; and

(b) May amend its integrated development plan in accordance with a prescribed process.”

DISCUSSION

The draft review of the 4th generation IDP was tabled to the Council on 23 March 2018 in terms of the process plan adopted by the Council for the IDP review process. It was approved to be advertised for public comment and further input to be invited from all relevant stakeholders.

The Executive Mayor, Councillors, Municipal Manager together with the senior management team of the municipality embarked on a comprehensive public participation process in terms of the draft IDP Review and the 2018/2019 Budget of the municipality. This participation process was done by way of ward public meetings in all of the wards of the Greater Knysna Municipal Area. Even though the public meetings were characterised by active participation from community members, the communities of Karatara (Ward 2) and Ward 3 declined the opportunity to participate in the IDP/budget consultation process.

A public notice inviting the public to comment on the 2018/19 draft IDP Review was advertised in the local newspapers on 29 March 2018 and written submissions had to reach the office of the Municipal Manager on or before Monday 28 May 2018.

RELEVANT LEGISLATION

Section 34 of the Municipal Systems Act, 2000 (Act 32 of 2000)
RECOMMENDATION OF THE MUNICIPAL MANAGER

[a] That the contents of the report regarding the Review of the Integrated Development Plan (IDP), be noted;


APPENDIX / ADDENDUM

FINAL IDP REVIEW 2018/2019 will be circulated under separate cover.

File Number: 15/2/6/1/3
Execution: Director: Planning and Development
Manager: IDP
REPORT FROM THE DIRECTOR : FINANCIAL SERVICES

PURPOSE OF THE REPORT

For Council to consider and approve the annual budget for 2018/19 MTREF as required by the Municipal Finance Management Act No. 56 of 2003.

BACKGROUND

The Executive Mayor will present her Budget Speech.

DISCUSSION

Chapter 4 of the MFMA

Approval of annual budgets

24.(1) The municipal council must at least 30 days before the start of the budget year consider approval of the annual budget.

(2) An annual budget—

(a) must be approved before the start of the budget year;

(b) is approved by the adoption by the council of a resolution referred to in section 17(3)(a)(i); and

(c) must be approved together with the adoption of resolutions as may be necessary—

(i) imposing any municipal tax for the budget year;

(ii) setting any municipal tariffs for the budget year;

(iii) approving measurable performance objectives for revenue from each source and for each vote in the budget;

(iv) approving any changes to the municipality’s integrated development plan; and

(v) approving any changes to the municipality’s budget-related policies.

(3) The accounting officer of a municipality must submit the approved annual budget to the National Treasury and the relevant provincial treasury.

FINANCIAL IMPLICATIONS

See attached the,

Medium Term Revenue and Expenditure Framework (MTREF) 2018/2019– 2020/2021
RELEVANT LEGISLATION

1. The MFMA Section 24
2. Municipal Budget and reporting regulations (Chapter 2)
3. MFMA Circulars
4. Council budget related policies

RECOMMENDATIONS BY THE EXECUTIVE MAYOR


   i. The approved budget of the municipality for the 2018/19 MTREF and the multi-year and single-year capital appropriations as set out in the following tables:

   ii. Budgeted Financial Performance (revenue and expenditure by standard classification) as contained in Table A2;

   iii. Budgeted Financial Performance (revenue and expenditure by municipal vote) as contained in Table A3;

   iv. Budgeted Financial Performance (revenue by source and expenditure by type) as contained in Table A4; and

   v. Multi-year and single-year capital appropriations by municipal vote and standard classification and associated funding by source as contained in Table A5.

[b] That the financial position, cash flow budget, cash-backed reserve/accumulated surplus, asset management and basic service delivery targets are approved as set out in the following tables:

   i. Budgeted Financial Position as contained in Table A6;

   ii. Budgeted Cash Flows as contained in Table A7;

   iii. Cash backed reserves and accumulated surplus reconciliation as contained in Table A8;

   iv. Asset management as contained in Table A9; and

   v. Basic service delivery measurement as contained in Table A10;

[c] That the Council of Knysna Municipality, acting in terms of 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) APPROVES the following final tariffs 2018/2019 tariffs for other services, as set out in Annexures D.

   a) The tariffs for property rates – as set out in Annexure D

   b) The tariffs for electricity – as set out in Annexure D

   c) The tariffs for the supply of water – as set out in Annexure D

   d) The tariffs for sanitation services – as set out in Annexure D

   e) The tariffs for solid waste services – as set out in Annexure D

   f) All other tariffs – as set out in Annexure D

[d] That the Council of Knysna Municipality, acting in terms of MBRR Regulation 7 (Part 2) the following policies 2018/2019 as set out in Annexures E, BE APPROVED:

   i. The Tariffs Policy- as set out in Annexure E

   ii. The Municipal Property Rates Policy – as set out in Annexure E

   iii. The Customer Care, Credit Control, Debt Collection, Indigent and Tampering policy – as set out in Annexure E
The Cash, Liability, Borrowing and Investment Policy – as set out in Annexure E

The Funding and Reserve Policy – as set out in Annexure E

The Liquidity Policy – as set out in Annexure E

The Policy related to Long-term Financial Planning – as set out in Annexure E

The Supply Chain Management Policy – as set out in Annexure E

Preferential Procurement Policy – as set out in Annexure E

Contract Management Policy – as set out in Annexure E

Infrastructure Procurement and Delivery Management – as set out in Annexure E;

The Policy related to Management and Disposal of Assets – as set out in Annexure E;

Unauthorised, Irregular and fruitless wasteful and expenditure Policy – as set out in Annexure E;

The Policy related to dealing with infrastructure investment and capital projects – (Developmental charges Policy) -as set out in Annexure E

The Budget Implementation and Monitoring Policy including –

Policy dealing with the shifting of funds (Virement policy)

Policy dealing with the introduction of adjustments budget

Policy dealing with unforeseen and unavoidable expenditure

Policy dealing with Management and Oversight

Virement Policy – as set out in Annexure E

Policy related to personnel including policies on overtime, vacancies, and temporary staff The Policy related to dealing with infrastructure investment and capital projects (Developmental charges Policy) -as set out in Annexure E

That to give proper effect to the municipality’s Draft Annual Budget, the Council of Knysna Municipality tables:

That cash backing is implemented through the utilisation of a portion of the revenue generated from property rates to ensure that all capital reserves and provisions (depending on funding and reserves policy), unspent long-term loans and unspent conditional grants are cash backed as required in terms of the municipality’s funding and reserves policy as prescribed by section 8 of the Municipal Budget and Reporting Regulations;

That the municipality be permitted to enter into long-term loans for the funding of the capital programmes in respect of the 2018/2019 financial year;

That the Municipal Manager be authorised to sign all necessary agreements and documents to give effect to the above lending programme.

That all the above including supporting tables are APPROVED in Council on 30 May 2018.

APPENDIX / ADDENDUM

- Medium Term Revenue and Expenditure Framework (MTREF) 2018/2019–2020/2021
- Annexure A: Main budget tables A1- A10
- Annexure B: Supporting budget tables
- Annexure C: NT Budget Circular 89 & 91, PT Circular 13, Cost Containment measures and NT Financial ratios and norms
- Annexure D: Tariffs, charges and fees for 2018/2019
• Annexure E: Policies
• Annexure F: LGMTEC Assessment
• Annexure G: Comments and responses public inputs
• Annexure H: Service Level Standard

File Number: 9/1/2/10
Execution: Municipal Manager
          Director: Financial Services
7. Adjournment

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