

## **KNYSNA LOCAL MUNICIPALITY**

Notice is hereby given of a

### **MAYORAL COMMITTEE MEETING**

which will be held on

**Wednesday, 22 July 2020**

at

**09:00**

On Microsoft Teams

to consider the following items

CLLR E VAN ASWEGEN  
EXECUTIVE MAYOR  
MUNICIPAL OFFICE  
**KNYSNA**

Dr L Scheepers  
**ACTING MUNICIPAL MANAGER**

**CHAIRPERSON:**

Cllr E van Aswegen (Executive Mayor)

**MEMBERS:**

Cllr A Tsengwa (Executive Deputy Mayor)

Cllr C Croutz

Cllr T Matika

Cllr W Salaze

Cllr M Skosana

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# AGENDA

1. Opening and Welcome
2. Attendance
  - 2.1 Members: Present (As per attendance registers)
  - 2.2 Members: Absent with Leave
  - 2.3 Members: Absent Without Leave
  - 2.4 Other Councillors Present
  - 2.5 Officials Present
  - 2.6 Members of the Audit Committee Present
  - 2.7 Members of the Public Present
3. Noting of the Provisions of Code of Conduct for Councilors and Declaration of Interest
4. Declaration of interest

**5. MINUTES OF THE PREVIOUS MEETING**

**5.1 MAYORAL COMMITTEE MEETING 5 MARCH 2020**

**RECOMMENDATION**

That the minutes of the Mayoral Committee Meeting held on 5 March 2020, be approved.

## **KNYSNA LOCAL MUNICIPALITY**

<h1><b>MINUTES</b></h1>
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of the

### **MAYORAL COMMITTEE**

meeting which took place in the Council Chamber

on

**Thursday, 5 March 2020**

at

**09:10**

1. Opening and Welcoming

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

2. In Attendance:

2.1 Councillors Present

Members:

Cllr N Tsengwa  
Cllr C Croutz  
Cllr W Salaze  
Cllr T Matika [09:19]  
Cllr S Skosana

Members: Absent with leave

None

Members: Absent without leave

None

2.2 Other Councillors Present :

Cllr I Uys  
Cllr M Matiwane  
Cllr M Naki [09:16]  
Cllr S Ngqezu  
Cllr R Van Aswegen (09:19)  
Cllr C Weideman  
Cllr M Wasserman  
Cllr L Opperman

2.3 Officials:

Dr M Gratz	Acting Municipal Manager
Ms Makoma, P	Director: Corporate Services
Mr Hariparsad, P	Director: Technical Services
Mr Boyce, M	Director: Planning and Development
Mr Phillips, E	Director: Community Services
Mr M Memani	Director: Financial Services [from 10:50]
Mr J Mkunqwana	Director: Integrated Human Settlements [from 10:31]
Mr C Mattheus	Manager: Administration [from 10:20]
Ms Lakay, J	Head: Council Committees and Cllr Support
Ms Fandese, N	Committee Officer
Ms N Mndebela	Head: Properties
Mr R Hardnick	Senior Clerk: Properties

2.4. Member of the Audit Committee:

None

2.5. Members of the Public Present:

As per attendance register

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

RESOLVED

That the Provisions of the Code of Conduct for Councillors, be noted.

4. Declaration of Interest

RESOLVED

That it be noted that no member or other Councillor declared any interest in any matter in the Agenda.

5. **MINUTES OF THE PREVIOUS MEETING**

5.1 **MAYORAL COMMITTEE MEETING 13 NOVEMBER 2019**

*Cllr Salaze proposed and seconded by Cllr Makita that the minutes be approved.*

UNANIMOUSLY RESOLVED

That the minutes of the Mayoral Committee meeting held on 13 November 2019, be noted.

6. **MATTERS ARISING FROM THE MINUTES**

None

**7. ITEMS FOR CONSIDERATION**

**MG08/02/20 QUARTERLY REPORT ON LEGAL MATTERS: QUARTER 2 OF 2019/2020**

**UNANIMOUSLY RESOLVED**

- [c] That an updated status report regarding the dispute with Garden Route District Municipality regarding certain properties be submitted to a Special meeting of the Municipal Council.

**MG09/02/20 APPLICATION FOR RENEWAL OF LEASE AGREEMENT – SEDGEFIELD POST OFFICE – BUILDING ON A PORTION OF ERF 5009 SEDGEFIELD**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the request of the South African Post Office for the renewal of a lease agreement for the building on a portion of Erf 5009, Sedgefield, be noted;
- [b] That the application for the renewal of the lease agreement between Knysna Municipality and the South African Post Office for the building on a portion of Erf 5009, Sedgefield be approved subject to the following conditions:
- (i). The lease period be for 3 years (36 months) starting from 1 January 2020 with an option to renew for another 3 years;
  - (ii). The rental amount be determined at R8 000 per month with an escalation of 6% per annum; and
  - (III). The Municipal Manager concludes a lease agreement with the South African Post Office.
- [c] That Post Office need to settle their arrears before a new SLA can be entered into.

References: 7/2/21

Execution: Municipal Manager  
Director Corporate Services  
Manager: Legal Services

**MG10/02/20 REPORT BACK ON THE APPLICATION FOR A LEASE AGREEMENT FOR A PORTION OF ERF 210, UNION STREET, KNYSNA**

**UNANIMOUSLY RESOLVED**

- [a] That the report back on the application of Marike Vreken Urban & Environmental Planners to lease a portion of Erf 210, Union Street, Knysna be noted; and
- [b] That the application of Marike Vreken Urban & Environmental Planners to lease a portion of Erf 210, Union Street for purposes of parking, not

be approved, as the property is needed to provide minimum basic services.

References: 7/2/21  
Execution: Municipal Manager  
Director Corporate Services  
Manager: Legal Services

**MG11/02/20 GREATER KNYSNA TOURISM DESTINATION PLAN**

**UNANIMOUSLY RESOLVED**

- [a] That the public comments on the draft Tourism Destination Plan be noted; and
- [b] That the final Tourism Destination Plan be approved.

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

**MG12/02/20 REPORT BACK ON THE APPLICATION TO PURCHASE OF ERF 121, KARATARA**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report back on the application to purchase Erf 121, Karatara, be noted;
- [b] That the four (4) support letters received from the community of Karatara, in support of the application of Good News SA, be noted;
- [c] That it be noted that the two (2) objections received from the Ward Committee members of Karatara were based on the need for housing;
- [d] That it be noted that Erf 121, Karatara, is deemed not needed to provide the minimum level of basic Municipal Services in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003,
- [e] That the application from Good News SA to purchase Erf 121, Karatara, be approved because of the exceptional benefit to the local community at a market related price;
- [f] That the Municipal Manager enters into a sale agreement with Good News SA, on the lapse of the current lease agreement.
- [g] That a further report on alienation of properties where the Municipal Council resolutions were not adhered to be submitted.

Execution: Municipal Manager  
Director: Corporate Services  
Manager: Legal Services

**MG14/02/20 REPORT BACK ON THE APPLICATION TO PURCHASE ENCROACHED UPON LAND – ERF 17404 AND A PORTION OF ERF 17403 KNYSNA**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report back on the application received from Mr Mlisana to purchase Erf 17404 and a portion of Erf 17403, Knysna, abutting Erf 17405, Knysna, be noted;
- [b] That it be noted that the intended alienation of Erf 17404 and a portion of Erf 17403, Knysna, abutting Erf 17405, Knysna was advertised in the local newspaper on the 19<sup>th</sup> October 2019;
- [c] That it be noted that a number of 52 residents of Dinangwe responded to the advert and have supported the intended alienation of Erf 17404 and a portion of Erf 17403, Knysna, abutting Erf 17405, Knysna;
- [d] That the application to purchase a portion of Erf 17403 not be approved as it is required for the basic municipal services;
- [e] That the application to purchase Erf 17404 which is encroached on by the owner of Erf 17405 be approved, on the following conditions:
  - (i) A formal land use approval application and building plan application must be made before the property can be utilised for any purpose;
  - (ii) A Waste Management Plan should be submitted to the Community Services Department;
  - (iii) The applicant be responsible for consolidation and rezoning of the property;
  - (iv) The property should be sold at market related value as determined by the municipal Valuer;
- [f] That the Municipal Manager enters into a sale agreement for the alienation of Erf 17404, Knysna, to the abutting owner of Erf 17405, Knysna;
- [g] That the owner of Erf 14705, Knysna be responsible for all costs associated with the alienation of Erf 17404, Knysna.
- [h] That a site visit be arranged with the Top Management Team and Mayoral Committee members thereafter the item be submitted to Ordinary Council meeting.

References: 7/2/1/2  
Execution: Municipal Manager  
Manager: Administration

**MG16/02/20 GREATER KNYSNA TOURISM DESTINATION PLAN**

**UNANIMOUSLY RESOLVED**

- [a] That the public comments on the draft Knysna Economic Development Strategy, be noted; and
- [b] That the final Greater Knysna Economic Development Strategy be recommended to Council for consideration.

File Number: 9/1/2/13

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

**MF02/02/20 QUARTERLY BUDGET STATEMENT AS AT 31 DECEMBER 2019**

**UNANIMOUSLY RECOMMENDED**

- [a] *That the Section 52(d) of the Local Government: Municipal Finance Management Act, 2003, report for the quarter ending 31 December 2019, be noted;*
- [b] That the report mentioned in [a] above be analysed in conjunction with the Financial Recovery Plan; and
- [c] That a report regarding the dispute between Knysna Municipality and Garden Route District Municipality (formerly Eden) regarding certain properties, be submitted to the next Ordinary Council Meeting.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF11/02/20 PROGRESS ON REVENUE ENHANCEMENT STRATEGY:SECOND QUARTERLY REPORT OCTOBER TO DECEMBER 2019**

**UNANIMOUSLY RESOLVED**

- [a] That the second quarter report on the Revenue Enhancement Strategy for 2019/2020 financial year, be noted; and
- [b] That the report mentioned in [a] above be referred to the Mayoral Committee for perusal.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF12/02/20 CLOSE OUT OF THE REVENUE ENHANCEMENT PROJECT**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report on the close out of the Revenue Enhancement project, be noted;
- [b] That no further budgeting provisions for consultant regarding revenue enhancement be made from 1 July 2020 and that this funding, as per financial implications, be transferred to salaries.

File Number: 9/1/2/10  
Execution: Municipal Manager  
Director: Financial Services  
Director: Corporate Services  
Manager: Revenue / Income

**MF13/02/20 REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD ENDING 31 DECEMBER 2020**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report on the implementation of the SCM policy for the second quarter, be noted;
- [b] That the deviations to the value of R 403 165 for the period as indicated in (a) above, be noted; and
- [c] That the report be made available to the public in terms of section 21A of the Municipal Systems Act, 2000.

File Number: 8/1  
Execution: Municipal Manager  
Director: Financial Services  
Manager: Supply Chain

**MC05/02/20 THIRD GENERATION INTEGRATED WASTE MANAGEMENT PLAN (IWMP)**

**UNANIMOUSLY RESOLVED**

- [a] That the public comments on the draft 3<sup>rd</sup> Generation Integrated Waste Management Plan, be noted;
- [b] That the final 3<sup>rd</sup> Generation Integrated Waste Management Plan, be adopted; and
- [c] That the approved 3<sup>rd</sup> Generation Integrated Waste Management Plan be submitted to the MEC of Local Government for endorsement.

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

**MC06/02/20 PROPOSED NEW CEMETERY SITE: WINDHEUWEL, KNYSNA**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the Proposed New Cemetery Site: Windheuwel, Knysna, be noted;
- [b] That the focus be shifted to ensure that the Sedgefield cemetery comply with the statutory processes as highlighted in this report;
- [c] That the Department: Legal Services proceed with the legal proceedings to commence with the alternative relocation of the nine households currently residing on the Windheuwel site; and
- [d] That it be noted that the above challenges might result in the diversion of all funerals to Sedgefield until Windheuwel is operational.
- [e] That an effective public participation process be embarked on in order to inform the public of the status of the cemetery.

File Number: 9/1/2/5

Execution: Director: Community Services

**MC07/02/20 ESTABLISHMENT OF A LARGE MUNICIPAL POUND**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the Establishment of a Municipal Pound, be noted;
- [b] That a feasibility study be undertaken to determine the affordability of Knysna Municipality establishing and operating a Municipal Pound Facility cost effectively, subject to the availability of suitable premises;
- [c] That suitable premises/land be identified for the establishment of a municipal pound facility; and
- [d] That the findings of the feasibility study once it is completed, be submitted to the Committee once it is completed.

File Number: 9/1/2/5

Execution: Director: Community Services

**MC08/02/20 KNYSNA MUNICIPALITY DRAFT LAW ENFORCEMENT STRATEGY**

**UNANIMOUSLY RESOLVED**

- [a] That the revised draft Law Enforcement Strategy for the Greater Knysna Municipal area, be noted;
- [b] That the draft revised Law Enforcement Strategy for Knysna Municipality be advertised for public comment; and
- [c] That the public comments be tabled at the next Community Services Committee meeting for consideration.

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

**MC09/02/20 REVIEW OF THE ROADS AND TRAFFIC BY-LAW**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report on the Review of the Roads & Traffic By-law be noted;
- [b] That the Municipal Council approves the Roads & Traffic By-law, as amended, for promulgation in the Western Cape Government Gazette; and
- [c] That the Law Enforcement department be mandated to perform the functions of management and co-ordination of the car guards.

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

**MC10/02/20 BURIALS/INTERMENT: DECEMBER HOLIDAY SEASON**

**UNANIMOUSLY RESOLVED**

- [a] That the report from the Director: Community Services regarding burials/interment during the December 2019 holiday season, be noted;
- [b] That the Director Community Services include the Cemeteries in all future year-end contingency plans;
- [c] That the funeral parlours be advised to adhere to all standing operating procedures regarding the booking of graves.

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

**MC11/02/20 REPORT ON WASTE EDUCATION AND AWARENESS PROGRAMMES FOR THE REMAINDER OF THE 2019/20 FINANCIAL YEAR**

**UNANIMOUSLY RESOLVED**

- [a] That the waste education and awareness projects for the 2019/20 financial year, be noted;
- [b] That it be noted that dates may change, considering some meetings still need to take place, but relevant role-players will be inform timeously; and
- [c] That timeous communications through all social, newspapers and pamphlets to the members of the public be placed before and after each event.

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

**MC12/02/20 KNYSNA TAXI HOLDING FACILITY**

**UNANIMOUSLY RESOLVED**

- [a] That the report from the Director: Community Services regarding the Knysna Taxi Holding Facility, be noted; and
- [b] That Erf 9249, Knysna (Portion of land between the Waste-by-Rail Transfer Station and Knysna Fire Station), be utilised as a permanent taxi holding facility subject to a lease agreement with Transnet.

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

**MC13/02/20 THE DESIGNATION OF A WASTE MANAGEMENT OFFICER**

**UNANIMOUSLY RECOMMENDED**

- [a] That **Randall Bower** with Identity Number **750918 5214 0 80** and employee number **5932429** be appointed as Waste Management Officer, with immediate effect in order for the Municipality to comply with the National Environmental Management Waste Act, 2008 (Act 59 of 2008); and
- [b] That the Department of Environmental Affairs and Development Planning (DEA&DP) be notified of the appointment as mentioned in [a] above.

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

**MT03/02/20 REPORT ON THE OPERATIONS AND MAINTENANCE TO STORM WATER AND ROADS FOR THE FINANCIAL YEAR 2019/2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report on the Operations and Maintenance to Storm Water and Roads for the period 1 July 2019 to 31 December 2019, be noted.

File Number: 9/1/2/1  
Execution: Director Technical Services  
Manager Public Works

**MT04/02/20 STATUS OF MUNICIPAL INFRASTRUCTURE GRANT**

**UNANIMOUSLY RESOLVED**

That the contents of the report on the status of the Municipal Infrastructure Grant Projects, be noted.

File Number: 9/1/2/1

Execution : Director : Technical Services

**MT06/02/20 STATUS OF CAPITAL PROJECTS 2019/2020**

**UNANIMOUSLY RESOLVED**

That the report on the present status of Capital Project Implementation for the 2019/2020 financial year, be noted.

File Number: 9/1/2/1  
Execution: Director Technical Services  
Manager Water & Sewer  
Manager Public Works  
Manager Electro Technical

**MT08/02/20 REPORT ON CAPITAL PROJECTS FOR STORM WATER AND ROADS FOR THE PERIOD 1 JULY 2019 TO DECEMBER 31 2019**

**UNANIMOUSLY RESOLVED**

That the contents of the report on Capital Projects for Storm Water and Roads for the period 1 July 2019 to 31 December 2019, be noted.

File Number: 9/1/2/1  
Execution: Municipal Manager  
Director: Infrastructure Services

**MIHS01/02/20 REPORT ON THE EXPENDITURE: APPROVED HOUSING BUSINESS PLAN**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the performance and capital expenditure to date of 63% of the Knysna Municipality 2019/20 Housing Business Plan, be noted; and
- [b] That the report mentioned in [a] above be tabled at the next Ordinary Municipal Council meeting for update purposes.

File Number: 9/1/2/13  
Execution: Director: Integrated Human Settlements

**MIHS02/02/20 REPORT ON INTEGRATED HUMAN SETTLEMENTS: STATUS OF KNYSNA HOUSING CAPITAL PROJECTS FOR THE PERIOD 2018/19 FINANCIAL YEAR AND A PLAN FOR 2019/20**

**UNANIMOUSLY RESOLVED**

That the contents of the report regarding the status of Housing Capital Projects for 2018/19 and a plan for 2019/20, be noted.

File Number: 9/1/2/13  
Execution: Director: Integrated Human Settlements

**MIHS04/02/20 REPORT ON IN RESPECT OF REGISTRATION OF PROPERTIES IN THE SURVEYOR GENERAL AND ISSUING OF TITLE DEEDS**

**UNANIMOUSLY RESOLVED**

- [a] That a Land Surveying service provider, for a period of three years, be appointed to deal with disputes relating to erf boundaries in townships, registration of General Plans and matters relating to the issuing of Title Deed, be appointed.
- [b] That the applicable information be updated on the municipal system to enable Financials Services to start billing respective property owners as there is reasonable progress with regard to issuing of title deeds;
- [c] That funds to the value of R1m be made available to finalize work started by VPM but not completed due to the termination of their contract; and
- [d] That necessary processes, to commence with the appointment of a Town Planning and Land Surveying consultants to address backlog in terms of General Plans registration, be instituted.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MP03/02/20 BUILDING PLAN APPLICATION FEES WAIVER**

**UNANIMOUSLY RESOLVED**

- [a] That the building plan fees of R 39 525.00 for Building Plan No. 2019/11346 to rebuild 6 Shareblock units on Erf 4020, Knysna, be waived;
- [b] That the building plan fee structure be incorporated in the item and submitted to the next Mayoral Committee meeting in March 2020.

File Number: 9/1/2/13

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

**MG01/02/20 PUBLIC PARTICIPATION QUARTERLY REPORT: COMMUNITY WORK PROGRAMME**

**UNANIMOUSLY RESOLVED**

That the Quarterly Report on the Community Works Programme activities for Quarter 2 of the 2019/2020 financial year, be noted.

File Number: 9/1/1/1

Execution: Director: Corporate Services

**MG02/02/20 COMMUNITY DEVELOPMENT WORKERS QUARTERLY REPORT:  
QUARTER 2 OF 2019/2020**

**UNANIMOUSLY RESOLVED**

That the quarterly report on the Community Development Workers activities for Quarter 2 of the 2019/2020 financial year, be noted.

File Number: 9/1/1/1  
Execution: Municipal Manager  
Director: Corporate Services

**MG03/02/20 WESGRO PROGRESS REPORT ON TOURISM FUNCTION DELIVERY  
WITHIN THE GREATER KNYSNA MUNICIPAL AREA**

The CEO, Mr Tim Harris and the General Manager, Ms Colleen Durant, of WESGRO delivered a presentation on their progress report.

**UNANIMOUSLY RESOLVED**

That the WESGRO report and presentation for the period 17 September 2019 to 11 January 2020, be noted.

File Number: 12/1/1/25  
Execution: Director Planning & Development  
Manager Economic Development

**MG04/02/20 QUARTERLY PERFORMANCE REPORT – ECONOMIC DEVELOPMENT**

**UNANIMOUSLY RESOLVED**

That the Economic Development Department Quarterly Departmental Performance Report for Quarter 2 of 2019/2020, be noted.

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

**MG05/02/20 REPORT ON HUMAN RESOURCES MATTERS FOR QUARTER 2 OF  
2019/2020 FINANCIAL YEAR**

**UNANIMOUSLY RESOLVED**

That the quarterly report on the Human Resources activities for quarter 2 of the 2019/2020 financial year, be noted.

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

**MG06/02/20 REPORT ON CORPORATE SERVICES SDBIP QUARTERLY PERFORMANCE REPORT: QUARTER 2 OF 2019/2020**

**UNANIMOUSLY RESOLVED**

- [a] That the Corporate Services Service Delivery Budget Implementation Plan Quarterly Performance Report for the period October to December 2019, be noted; and
- [b] That the report mentioned in [a] above be aligned with the Section 52 of the MFMA report for the corresponding quarter.

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

**MG07/02/20 REPORT ON OHS AND EMPLOYEE MATTERS FOR QUARTER 2 OF 2019/2020 FINANCIAL YEAR**

**UNANIMOUSLY RESOLVED**

That the quarterly report on the Occupational Health Safety & Employee Wellness activities for the period October to December 2019, be noted.

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

**MG08/02/20 QUARTERLY REPORT ON LEGAL MATTERS: QUARTER 2 OF 2019/2020**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the status of legal matters for the second quarter of 2019/2020, be noted;
- [b] That an updated status report on the payment of a 20% Scarce Skills Allowance for Senior Managers (declaratory order) be submitted directly to the following Ordinary Municipal Council meeting.

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

**MG13/02/20 REPORT BACK ON THE APPLICATION TO BUY A PORTION OF ERF 19086, DINANGWE, KNYSNA**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report back on the application to purchase a portion of Erf 19086, Knysna, abutting Erven 19087 and 19104, Knysna, be noted;
- [b] That it be noted that the intended alienation of a portion measuring 96m<sup>2</sup> of Erf 19086, Knysna to the adjacent owners

of Erven 19087 & 19104, Knysna was advertised and no comments and/or objections were received;

- [c] That it be noted that Erf 19086, Knysna is deemed not needed to provide the minimum level of basic Municipal Services in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003;
- [d] That the application of Ms Nqentsu to purchase a portion of Erf 19086, Knysna, measuring 96 m2 be approved;
- [e] That Erf 19086, Knysna be disposed of in equal portions, between the owners of Erven 19087 & 19104, Knysna;
- [f] That the owners of Erven 19087 & 19104, Knysna equally divide the cost as determined by the Municipal Valuer, DDP Valuers;
- [g] That the owners of Erven 19087 & 19104, Knysna be responsible for any costs required to give effect to the subdivision of Erf 19086 and subsequent joinder thereof to their existing properties; and
- [h] That the Municipal Manager enters into sale agreements with the owners of Erven 19087 & 19104, Knysna for the alienation of Erf 19086, Knysna.

References: 7/2/1/2  
Execution: Municipal Manager  
Director: Corporate Services  
Manager: Legal Services

**MG15/02/20 REPORT: PROGRESS WITH INTERNAL AUDIT RECOMMENDATIONS:  
HUMAN RESOURCE SECTION**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the progress with implementation of the recommendations regarding the Human Resource Section from Ernst & Young Advisory Services (Pty) Ltd, be noted;
- [b] That a consolidated report from Chief Audit Executive be submitted.

File Number : 9/1/2/10  
Execution : Acting Municipal Manager  
Manager : PIARM

**MF01/02/20 MONTHLY BUDGET STATEMENT - DECEMBER 2019**

**UNANIMOUSLY RESOLVED**

That the Section 71 report of the MFMA for the month ending December 2019, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF03/02/20 CAPITAL BUDGET REPORT - 2019/2020 (AS AT 15 JANUARY 2020)**

**UNANIMOUSLY RESOLVED**

- [a] That the 2019/2020 Year-to-Date Capital Budget Report as at 15 January 2020, be noted; and
- [b] That Directorates ensure that capital spend is in accordance with the Capex Budget.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF04/02/20 QUARTERLY WITHDRAWAL REPORT: QUARTER 2 OF 2020**

**UNANIMOUSLY RESOLVED**

- [a] That the Quarterly Withdrawal Report for the quarter ending December 2019, be noted; and
- [b] That a copy of this report be submitted to the Western Cape Provincial Treasury and the Auditor-General.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF05/02/20 SUMMARY OF EXTERNAL LOANS: QUARTER 2 OF 2020**

**UNANIMOUSLY RESOLVED**

That the Summary of External Loans for the quarter ending December 2019 be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF06/02/20 SUMMARY OF INVESTMENTS: QUARTER 2 OF 2020**

**UNANIMOUSLY RESOLVED**

That the Summary of Investments for the quarter ending December 2019, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services

**MF07/02/20 OUTSTANDING DEBT REPORT FOR THE QUARTER ENDED 31 DECEMBER 2019**

**UNANIMOUSLY RESOLVED**

- [a] That the Credit Control and Debt Collection statistics for the quarter ending 31 December 2019, be noted;
- [b] That a progress report on the data cleansing project, be submitted to the following Finance Committee Meeting;
- [c] That a report be submitted to the next meeting of the Committee on where the Electricity was cut and how many customers were affected; and
- [d] That a Workshop be arranged by the Speaker on the pre-paid water meter projects.

File Number: 9/1/2/10  
Execution: Municipal Manager  
Director: Financial Services  
Manager: Income

**MF08/02/20 MONTHLY OUTSTANDING DEBT REPORTING FOR MUNICIPAL EMPLOYEES AND COUNCILLORS: DECEMBER 2019**

**UNANIMOUSLY RESOLVED**

That the Councillors and Municipal employees monthly debt report for December 2019, be noted.

File Number : 9/1/2/10  
Execution : Municipal Manager  
Director : Financial Services  
Manager : Income

**MF09/02/20 INSURANCE REPORT: QUARTER 2 OF 2020**

**UNANIMOUSLY RESOLVED**

That the Quarterly Insurance Report for the quarter ending December 2019, be noted.

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

**MF10/02/20 IT REPORT: QUARTER 2 2019/20**

**UNANIMOUSLY RESOLVED**

That the report on the IT Department's SDBIP KPI results for October, November and December 2019, be noted.

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

Manager: Information Technology

**MF14/02/20 MONTHLY OVERTIME REPORT: NOVEMBER 2019**

**UNANIMOUSLY RESOLVED**

- [a] That the report for Overtime and Standby for the month of November 2019, be noted; and
- [b] That Directors be instructed to ensure strict control measures are in place to reduce overtime and to ensure overtime is not abused.

File Number: 9/1/2/10  
Execution: Municipal Manager  
Director: Financial Services  
Manager: Expenditure

**MF15/02/20 MONTHLY OVERTIME REPORT : DECEMBER 2019**

**UNANIMOUSLY RESOLVED**

- [a] That the report for Overtime and Standby for the month of December 2019, be noted; and
- [b] That Directors be instructed to ensure that strict control measures are in place to reduce overtime and to ensure overtime is not abused.

File Number: 9/1/2/10  
Execution: Municipal Manager  
Director: Financial Services  
Manager: Expenditure

**MIH01/02/20 REPORT ON THE EXPENDITURE: APPROVED HOUSING BUSINESS PLAN**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report on the performance and capital expenditure to date of 63% of the Knysna Municipality 2019/20 Housing Business Plan, be noted; and
- [b] That the report mentioned in [a] above be tabled at the next Ordinary Municipal Council meeting for update purposes.

File Number: 9/1/2/13  
Execution: Director: Integrated Human Settlements

**MIHS02/02/20 REPORT ON INTEGRATED HUMAN SETTLEMENTS: STATUS OF  
KNYSNA HOUSING CAPITAL PROJECTS FOR THE PERIOD 2018/19  
FINANCIAL YEAR AND A PLAN FOR 2019/20**

**UNANIMOUSLY RESOLVED**

That the contents of the report regarding the status of Housing Capital Projects for 2018/19 and a plan for 2019/20, be noted.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MIHS03/02/20 REPORT ON RECTIFICATION, RETAINING WALLS AND WHEEL CHAIR  
RAMPS**

**UNANIMOUSLY RESOLVED**

- [a] That the contents of the report regarding the rectification, retaining walls and wheel chair ramps, be noted; and
- [b] That a site visit be arranged by the Director : Integrated Human Settlements to inspect the work done as mentioned in [a] above.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MIHS04/02/20 REPORT ON IN RESPECT OF REGISTRATION OF PROPERTIES IN THE  
SURVEYOR GENERAL AND ISSUING OF TITLE DEEDS**

**UNANIMOUSLY RESOLVED**

- [a] That a Land Surveying service provider, for a period of three years, be appointed to deal with disputes relating to erf boundaries in townships, registration of General Plans and matters relating to the issuing of Title Deed, be appointed.
- [b] That the applicable information be updated on the municipal system to enable Financials Services to start billing respective property owners as there is reasonable progress with regard to issuing of title deeds;
- [c] That funds to the value of R1m be made available to finalize work started by VPM but not completed due to the termination of their contract; and
- [d] That necessary processes, to commence with the appointment of a Town Planning and Land Surveying consultants to address backlog in terms of General Plans registration, be instituted.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MIHS05/02/20 REPORT ON THE HORNLEE DENSIFICATION AND BACKYARD UPGRADE PROJECT**

**UNANIMOUSLY RESOLVED**

That the contents of the report regarding the Hornlee Desification and Backyard Upgrade Project, be noted.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MIHS06/02/20 EMERGING CONTRACTOR WORKSHOP WITH TUSK/STANDARD BANK MASSBUILD AND PROFESSIONAL SERVICE PROVIDERS - 12 SEPTEMBER 2019**

**UNANIMOUSLY RESOLVED**

- [a] That a meeting be arranged with the relevant business partners towards creating an enabling and empowerment environment for small and emerging contractors;
- [b] That a follow up workshop with emerging Contractors be held in two months' time after which continuous engagements are to take place quarterly;
- [c] That contractors be requested to organize a separate session directly with Standard Bank, Tusk and Massbuild and the Municipality to provide meeting facilities and related logistics;
- [d] That further meetings be arranged to explain the Municipalities Supply Chain Management and Procurement processes on or before the next workshop with Emerging Contractors;
- [e] That the Supply Chain and Procurement Section facilitate a separate session with CIDB and the contractors regarding their respective procedures;
- [f] That issue of pricing and payment schedules for small contractors be investigated in consultation with the professional teams which will include the issue of standing time for affected contracts and impact to emerging contractors to avoid claims of possible exploitation;
- [g] That negotiations with Massbuild be conducted to ensure improved turnaround time for material supply;
- [h] That Emerging Contractors be empowered through various grant/programs available to ensure that various mechanisms are utilized during the implementation of EPHP program and to ensure that contractors are appointed to build top structures and supply their own material;
- [i] That matters surrounding security of built units prior to hand over, be investigated;

- [j] That a partnership with the Housing Development Agency, who have their Supply Chain Management (SCM) processes implemented by a Panel of Contractors mechanism, be investigated; and
- [k] That the possibility of implementing a Panel of contractors, due to the price being dependent on a quantum, be investigated.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MIHS07/02/20 REPORT ON THE USE OF ERF 17385**

**UNANIMOUSLY RESOLVED**

That a site visit be arranged to Erf 17385 by the Director: Integrated Human Settlements to familiarise the committee with item and the property and thereafter an item be submitted to the next Integrated Human Settlements Committee meeting in April 2020 or to a Special Integrated Human Settlements Committee meeting, for consideration.

File Number: 9/1/2/13

Execution: Director: Integrated Human Settlements

**MC01/02/20 SAFE HUB PRESENTATION: WHITE LOCATION MULTI-PURPOSE CENTRE (BY ROBIN PETERSEN)**

**UNANIMOUSLY RESOLVED**

That the report on the Safe Hub Presentation: White Location Multi-Purpose Centre, be submitted to the Community Services Committee Meeting to be held on 12 May 2020.

File Number; 9/1/2/5

Execution: Director: Community Services

**MC02/02/20 INFORMATION REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR JANUARY 2020**

**UNANIMOUSLY RESOLVED**

That the Information Report on Municipal Health and Environmental Services for January 2020, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

**MC03/02/20 2019/20 MSCOA CAPITAL FINANCIAL PERFORMANCE REPORT AS AT 24 JANUARY 2020**

UNANIMOUSLY RESOLVED

That the 2019/20 MSCOA Capital Financial Performance report as at 24 January 2020, be noted.

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

**MC04/02/20 COMMUNITY SERVICES REPORT FOR THE PERIOD 01 NOVEMBER 2019 TO 31 JANUARY 2020**

UNANIMOUSLY RESOLVED

That the Community Services Report for the period 1 November 2019 to 31 January 2020, be noted.

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

**MT01/02/20 ELECTRO-TECHNICAL ELECTRIFICATION REPORT JANUARY 2020**

UNANIMOUSLY RESOLVED

That the contents of the Electro-Technical Electrification Report for January 2020, be noted.

File Number: 9/1/2/1  
Execution: Director Technical Services  
Manager Electro Technical

**MT02/02/20 RESURFACING OF ROADS – UPDATE REPORT**

UNANIMOUSLY RESOLVED

That the contents of the Resurfacing of Roads update report, be noted.

File Number: 9/1/2/1  
Execution: Director Technical Services  
Manager Public Works

**MT05/02/20 REPORT ON THE OPERATIONS AND MAINTENANCE TO WATER AND SEWER FOR SEPTEMBER TO DECEMBER 2019**

UNANIMOUSLY RESOLVED

That the report on the Operations and Maintenance to Water and Sewer reticulation for September to December 2019, be noted.

File Number: 9/1/2/1  
Execution: Director Technical Services  
Manager Water & Sewer

**MT07/02/20 REPORT ON THE PLANNED AND UNPLANNED MAINTENANCE OF THE MUNICIPAL FLEET**

UNANIMOUSLY RESOLVED

That the contents of the report on the Planned and Unplanned Maintenance of the Municipal Fleet, be noted.

File Number: 9/1/2/1  
Execution: Director Technical Services  
Manager Electro Technical

**MP01/02/20 KNYSNA ESTUARY AUTHORITIES POLLUTION MEETINGS REPORT**

UNANIMOUSLY RESOLVED

That the Knysna Estuary Authorities Pollution Meetings report, be noted.

File Number: 9/1/2/3  
Execution: Municipal Manager  
Director: Planning and Development  
Manager: Environmental Manager

**MP02/02/20 PLANNING & DEVELOPMENT PERFORMANCE REPORT: SEPTEMBER – DECEMBER 2019**

UNANIMOUSLY RESOLVED

- [a] That the Directorate: Planning & Economic Development performance report on the 2019/2020 departmental Service Delivery and Budget implementation Plan (SDBIP) and budget expenditure and decision making processes for the period October to December 2019 second quarters, be noted;
- [b] That the format of the report in [a] be amended to include comparisons of previous years.

File Number: 9/1/2/3  
Execution: Director: Planning and Development

**MP03/02/20 BUILDING PLAN APPLICATION FEES WAIVER**

UNANIMOUSLY RESOLVED

- [a] That the building plan fees of R 39 525.00 for Building Plan No. 2019/11346 to rebuild 6 Shareblock units on Erf 4020, Knysna, be waived.
- [b] That the building plan fee structure be incorporated in the item and submitted to the next Mayoral Committee meeting in March 2020.

File Number: 9/1/2/13  
Execution: Municipal Manager  
Director Planning and Development  
Manager Town Planning and Building Control

**ITEMS SUBMITTED DIRECTLY TO THE EXECUTIVE MAYOR**

**M01/02/20 TOURISM DESTINATION PLAN**

**RESOLVED BY THE EXECUTIVE MAYOR**

- [a] That the public comments on the draft Tourism Destination Plan be noted;
- [b] That the final Tourism Destination Plan be adopted.

File Number: 9/1/2/13  
Execution: Director Planning & Development;  
Manager Economic Development

**REPORTS SUBMITTED DIRECTLY TO THE MAYORAL COMMITTEE**

**M01/02/20 ROADS AND TRAFFIC BY-LAW**

**UNANIMOUSLY RECOMMENDED**

- [a] That the report on the Review of the Roads & Traffic By-law be noted;
- [b] That the Municipal Council approves the Roads & Traffic By-law, as amended, for promulgation in the Western Cape Government Gazette; and
- [c] That the Law Enforcement department be mandated to perform the functions of management and co-ordination of the car guards.

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

**11. MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER**

None

**12. Closure**

The Chairperson thanked everybody present and the meeting concluded at 11:56.

Approved

Cllr. A Tsengwa

.....  
Deputy Executive Mayor

.....  
Date

-oOo-

**6. MATTERS ARISING FROM THE MINUTES**

7.

**ITEMS FOR CONSIDERATION**

**ITEMS SUBMITTED TO THE FINANCE & CORPORATE SERVICES COMMITTEE MEETING HELD ON 7 JULY 2020 (Governance and Economic Development Items)**

**G08/07/2020 REPORT BACK ON THE APPLICATION FOR THE LEASE OF A PORTION OF ERF 2252, (HORNLEE) KNYSNA**

**UNANIMOUSLY RECOMMENDED TO THE MAYORAL COMMITTEE**

- [a] That the report back on the application to lease a portion of Erf 2252, (Hornlee) Knysna, be noted;
- [b] That it be noted that the intended leasing of a portion of Erf 2252, (Hornlee) Knysna was advertised for public comment/and/or objections;
- [c] That it be noted no comments/objections was received during the public participation process;
- [d] That approval be granted in terms of Section 34(1)(b) of the Asset Transfer Regulations for the right to use, control or manage a portion of Erf 2252, (Hornlee) Knysna for a period of 5 years;
- [e] That the applicant be informed that the activities to take place and taking place on a portion of Erf 2252, (Hornlee) Knysna should comply with all land uses for the property in question;
- [f] That the applicant be informed that no listed plant species may be propagated on the leased area and that the applicant will be responsible for keeping the area clear of alien invasive plant species;
- [g] That the applicant be informed that he will be solely responsible for all costs for the establishing and maintenance of a garden on a portion of Erf 2252, (Hornlee) Knysna;
- [h] That the applicant be responsible for all other costs relating to the leasing of a portion of Erf 2252, (Hornlee) Knysna;
- [i] That the leased area should only be used for gardening purposes;
- [j] That the Municipal Manager enters into a long term lease agreement with the applicant for a portion of Erf 2252, (Hornlee) Knysna, for a period of 5 years; and
- [k] That the lease agreement must be in terms of Section 45 of the Asset Transfer Regulations;

- [1] That the monthly rental for a portion of Erf 2252, (Hornlee) Knysna be determined at the next Financial and Corporate Services Committee, after a policy on the beautification of Council land has been drafted and presented to the Committee.

File Number : 7/2/2/1

Execution : Municipal Manager  
Director Corporate Services  
Manager: Legal Services

G10/07/2020 **REPORT BACK ON THE APPLICATION TO PURCHASE 8269,  
KHAYALETHU, KNYSNA, ABUTTING ERF 20283, KNYSNA**

**UNANIMOUSLY RECOMMENDED TO THE MAYORAL COMMITTEE**

- [a] That the report back on the application to purchase Erf 8269, Khayalethu, abutting Erf 20283, Khayalethu, be noted;
- [b] That it be noted that the property is required for Social Housing purposes;
- [c] That the application of Dorothy Broster Child and Youth Welfare Centre to purchase a portion of Erf 8269, Khayalethu, abutting Erf 20283, Khayalethu not be approved;
- [d] That a report on the use of the cottages be submitted to the Financial and Corporate Services Committee for consideration;
- [e] That a report on whether it is viable for a lease to be concluded with Dorothy Broster Child and Youth Welfare Centre for a portion of Erf 8269, until the site is developed, be submitted to a subsequent meeting of the Financial and Corporate Services Committee for further consideration;
- [f] That the allegations with regard to the e-mail indicating that the cottages are required for the "*provision of housing to deserving beneficiaries*" be probed by the Acting Municipal Manager and thereafter a report be submitted to the Committee with regard thereto.
- [g] That the erection of a play park in the vicinity of Erf 8269, be explored.

File Number : 7/2/1/2  
Execution : Acting Municipal Manager  
Director : Corporate Services  
Manager : Legal Services

G11/07/2020 **REPORT BACK ON THE APPLICATION TO PURCHASE A PORTION OF  
ERF 214, (WHITE LOCATION) KNYSNA**

**UNANIMOUSLY RECOMMENDED TO THE MAYORAL COMMITTEE**

- [a] That the report back on the application to purchase, a portion of Erf 214, (White Location) Knysna, be noted;
- [b] That it be noted that the intended alienation of a portion of Erf 214, (White Location) Knysna was advertised for public comment/and/or objections, be noted;
- [c] That it be noted no comments/objections was received during the public participation process;
- [d] That it be noted that the fair market value of a portion of Erf 214, (White Location) Knysna as determined by the Municipal Valuer, DDP Valuers, in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, is R30 000.00;
- [e] That the applicant be responsible for all costs relating to the alienation of a portion of Erf 214, (White Location) Knysna;
- [f] That the portion in question, not measuring more than 280m<sup>2</sup> be sold to Mr. Thami Duna at a value of R30 000.00;
- [g] That the Municipal Manager signs a sales agreement with the applicant, Mr. Thami Duna for the alienation of a portion of Erf 214, (White Location) Knysna, at the market value of R30 000.00 and
- [h] That the transfer agreement must be in terms of Section 17 of the Asset Transfer Regulations.

File Number : 7/2/1/2

Execution : Acting Municipal Manager  
Director : Corporate Services  
Manager: Legal Services

G12/07/2020 **REPORT BACK ON THE APPLICATION TO LEASE A PORTION OF ERF 3281, (HORNLEE) KNYSNA - HORNLEE REPLACEMENT CLINIC**

**UNANIMOUSLY RECOMMENDED TO THE MAYORAL COMMITTEE**

- [a] That the report back on the application to lease a portion of Erf 3281, (Hornlee) Knysna, be noted;
- [b] That it be noted that the intended leasing of a portion of Erf 3281, (Hornlee) Knysna was advertised for public comment/and/or objections;
- [c] That it be noted that the Garden Route Taxi Association objected against the intended leasing of a portion of Erf 3281 (Hornlee) Knysna to The Western Cape Department of Transport and Public Works to use the unused Hornlee Taxi Rank as a replacement clinic, during the public participation process;
- [d] That the proposed lease agreement **be approved** subject to the Western Cape Department of Transport and Public Works take up the building within the next three months;
- [e] That the Municipal Manager enters into a lease agreement with the Western Cape Department of Transport and Public Works for a portion of Erf 3281 (Hornlee) Knysna.

File Number : 7/2/2/1  
Execution: Acting Municipal Manager  
Director Corporate Services  
Manager: Legal Services

**ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON  
7 JULY 2020**

**C04/07/2020 2019/20 MSCOA CAPITAL FINANCIAL PERFORMANCE REPORT AS AT  
31 MAY 2020**

**RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER**

That the 2019/20 MSCOA Capital Financial Performance report as at 31 May 2020, be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

**C11/07/2020 PROGRESS REPORT ON THE ESTABLISHMENT OF A SHELTER FOR  
HOMELESS PEOPLE IN GREATER KNYSNA MUNICIPAL AREA**

**RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER**

- [a] That the report on the Establishment of a Shelter for homeless people in the Greater Knysna Municipal area, be noted;
- [b] That a portion of Erf 1343, Knysna in Church Street, on which the dwelling is situated, be provisionally earmarked for a homeless shelter; and
- [c] That the intention to utilise this property as mentioned in [b] above, be advertised for public comment.

File Number : 9/1/2/5

Execution : Director : Community Services

**ITEMS SUBMITTED TO THE FINANCIAL AND CORPORATE SERVICES COMMITTEE  
MEETING HELD ON 8 JULY 2020 (Finance Items)**

**F01/07/2020 MONTHLY BUDGET STATEMENT – JANUARY 2020**

**UNANIMOUSLY RECOMMENDED**

That the Section 71 report of the Local Government: Municipal Finance Management Act, 2013, for the month ending January 2020, be noted.

File Number : 9/1/2/10

Execution : Director : Financial Services

**F02/07/2020 MONTHLY BUDGET STATEMENT – FEBRUARY 2020**

**UNANIMOUSLY RECOMMENDED**

That the Section 71 report of the Local Government: Municipal Finance Management Act, 2013, for the month ending February 2020, be noted.

File Number : 9/1/2/10

Execution : Director : Financial Services

**F03/07/2020 MONTHLY BUDGET STATEMENT – MARCH 2020**

**UNANIMOUSLY RECOMMENDED**

That the Section 71 report of the Local Government: Municipal Finance Management Act, 2013, for the month ending March 2020, be noted.

File Number : 9/1/2/10

Execution : Director : Financial Services

**F04/07/2020 MONTHLY BUDGET STATEMENT – APRIL 2020**

**UNANIMOUSLY RECOMMENDED**

That the Section 71 report of the Local Government: Municipal Finance Management Act, 2013, for the month ending April 2020, be noted.

File Number : 9/1/2/10

Execution : Director : Financial Services

**F05/07/2020 MONTHLY BUDGET STATEMENT – MAY 2020**

**UNANIMOUSLY RECOMMENDED**

That the Section 71 report of the Local Government: Municipal Finance Management Act, 2013, for the month ending May 2020, be noted.

File Number : 9/1/2/10

Execution : Director : Financial Services

**F06/07/2020 QUARTERLY BUDGET STATEMENT FOR QUARTER 3 ENDING MARCH 2020**

**UNANIMOUSLY RECOMMENDED**

That the Section 52(d) of the Local Government : Municipal Finance Management Act, 2003, report for quarter 3 ending March 2020, be noted.

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

**F07/07/2020 OUTSTANDING DEBT REPORT FOR QUARTER ENDING MARCH 2020**

**UNANIMOUSLY RECOMMENDED**

That the Credit Control & Debt Collection statistics for the quarter ending 31 March 2020, be noted.

File Number : 9/1/2/10  
Execution : Acting Municipal Manager  
Director : Financial Services  
Manager : Income

**F08/07/2020 QUARTERLY WITHDRAWAL REPORT : QUARTER 3 OF 2020**

**UNANIMOUSLY RECOMMENDED**

- [a] The Quarterly Withdrawal Report for the quarter ending March 2020, be noted; and
- [b] That a copy of the report mentioned in [a] above be submitted to the Western Cape Provincial Treasury and the Auditor-General.

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

**F09/07/2020 SUMMARY OF EXTERNAL LOANS : QUARTER 3 OF 2020**

**UNANIMOUSLY RECOMMENDED**

That the Summary of External Loan Report for the quarter ending March 2020, be noted.

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

**F10/07/2020 SUMMARY OF INVESTMENTS : QUARTER 3 OF 2020**

**UNANIMOUSLY RECOMMENDED**

That the Summary of Investments for the quarter ending March 2020, be noted

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

**F11/07/2020 MONTHLY OVERTIME AND STANDBY REPORT FOR FEBRUARY 2020**

**UNANIMOUSLY RECOMMENDED**

That the Report for Overtime and Standby Allowance for the month of February 2020, be noted.

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

**F12/07/2020 MONTHLY OVERTIME AND STANDBY REPORT MARCH 2020**

**UNANIMOUSLY RECOMMENDED**

That the report for Overtime and Standby Allowance for the month of March 2020, be noted.

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

**F13/07/2020 MONTHLY OVERTIME AND STANDBY REPORT APRIL 2020**

**UNANIMOUSLY RECOMMENDED**

That the report for Overtime and Standby Allowance for the month of April 2020, be noted.

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

**F14/07/2020 MONTHLY OVERTIME AND STANDBY REPORT MAY 2020**

**UNANIMOUSLY RECOMMENDED**

That the report for Overtime and Standby Allowance for the month of May 2020, be noted.

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

**F15/07/2020 PROGRESS ON REVENUE ENHANCEMENT STRATEGY : THIRD QUARTERLY REPORT (JANUARY TO MARCH 2020)**

**UNANIMOUSLY RECOMMENDED**

[a] That the Third Quarterly Revenue Enhancement Strategy Report for the 2019/20 financial year, be noted;

[b] That the report be mentioned in [a] above be noted; and

- [c] That the focus areas as per the report mentioned in [a] above, on page 31 (way forward) as well as the risk register on page 21 be implemented as such.

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

**F16/07/2020 IN-YEAR MONITORING REPORT BY PROVINCIAL TREASURY – QUARTER 2 OF 2019/2020**

UNANIMOUSLY RECOMMENDED

That the In-Year Monitoring report from Provincial Treasury for the quarter ending December 2019, be noted.

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

**F17/07/2020 CAPITAL BUDGET REPORT - 2019/2020 (AS AT 19 JUNE 2020)**

UNANIMOUSLY RECOMMENDED

- [a] That the 2019/2020 Year-to-Date Capital Budget Report as at 19 June 2020, be noted; and
- [b] That Directorates ensure that capital spend is in accordance with the Capex Budget; and
- [c] That the latest report be submitted to a Special Finance & Corporate Services Committee Meeting to be held on 16 July 2020.

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

**F19/07/2020 REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD ENDING 31 MARCH 2020**

UNANIMOUSLY RECOMMENDED

- [a] That the report on the implementation of the Supply Chain Management (SCM) policy report for the second quarter of 2019/20, be noted;
- [b] That the deviations to the value of R 127 271 for the period as indicated in the report mentioned in [a] above, be noted; and
- [c] That the report mentioned in [a] above, be made available to the public in terms of section 21A of the Local Government: Municipal Systems Act, 2000.

File Number : 8/1  
Execution : Acting Municipal Manager  
Director : Financial Services

Manager : Supply Chain Management

**F20/07/2020 REPORT ON THE DEVIATIONS FOR THE COVID-19 PERIOD**

**UNANIMOUSLY RECOMMENDED**

That the report on the deviations during the Covid-19 period, be noted.

File Number : 8/1

Execution : Acting Municipal Manager  
Director : Financial Services  
Manager : Supply Chain Management

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING  
HELD ON 8 JULY 2020**

None (See Items for Noting)

**ITEMS SUBMITTED TO THE PLANNING AND DEVELOPMENT COMMITTEE MEETING  
HELD ON 9 JULY 2020**

None (See items for Noting)

**ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE HELD  
ON 16 JULY 2020**

IHS01/07/2020

**REPORT ON INTEGRATED HUMAN SETTLEMENTS: STATUS OF  
KNYSNA HOUSING PROJECTS FOR THE THIRD QUARTER OF  
2019/20 FINANCIAL YEAR**

**UNANIMOUSLY RECOMMENDED**

- [a] That the contents of the report on Integrated Human Settlements: Status of Knysna Housing Projects for the Third Quarter of 2019/2020 financial year, be noted;
- [b] That the Breach of Contract Claim be concluded timeously to enable housing delivery in line with the business plan;
- [c] That the Chairperson of the Integrated Human Settlements Committee and Acting Director : Integrated Human Settlements conduct contact sessions with all Ward Councillors within the next two weeks to discuss project processes and challenges within the respective Wards.

File Number : 9/1/2/13

Execution : Acting Director : Integrated Human Settlements  
Manager : Integrated Human Settlements

IHS03/07/2020

**HOUSING BUSINESS PLAN - 2020/21 FY COMMENCING 1ST  
APRIL 2020 AND A PLAN FOR 2019/2020**

**UNANIMOUSLY RECOMMENDED**

That the contents of the Integrated Human Settlements Business Plan for 2020/2021 as approved by the Western Cape Department of Human Settlements, be noted.

File Number : 9/1/2/13

Execution : Acting Director : Integrated Human Settlements  
Manager : Integrated Human Settlements

**ITEMS SUBMITTED TO THE SPECIAL FINANCIAL AND CORPORATE SERVICES  
COMMITTEE MEETING HELD ON 16 JULY 2020**

**FG01/07/2020 APPLICATION FOR THE LEASING OF A PORTION OF ERF 255, KNYSNA  
FOR FARMING PURPOSES**

**UNANIMOUSLY RECOMMENDED TO THE MAYORAL COMMITTEE**

- [a] That the report on the application received from Ms Mamane, to lease a portion of Erf 255, Knysna, not exceeding 3 hectares, be noted;
- [b] That it be noted that the intended leasing of a portion of Erf 255, Knysna was advertised for public comment/and/or objections and no comments or objections were received;
- [c] That the advertising of the intention to lease a portion of Erf 255, Knysna, without a resolution of Council, be ratified;
- [d] That the application to lease a portion to the extent of 3 hectares on Erf 255, Knysna for farming purposes not be approved as the property was identified for housing development, Heide Vallei, project.

File Number : 7/2/1/2  
Execution : Director: Corporate Services  
Manager: Legal Services  
Head: Properties

**FG05/07/2020 APPLICATION TO PURCHASE SERVITUDE ROAD ALONGSIDE ERF  
13066, KNYSNA**

**UNANIMOUSLY RECOMMENDED TO THE MAYORAL COMMITTEE**

- [a] That the report on the application to purchase servitude road alongside Erf 13066, Knysna be noted;
- [b] That it be noted that the intended alienation of Erf 13066, Knysna was advertised for public comment and/or objections and none were received;
- [c] That the advertising of Erf 13066, Knysna, without a Council resolution be ratified;
- [d] That it be noted that in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the portion of Erf 13066, Knysna to be alienated, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That it be noted that the fair market value of the portion of Erf 13066 is R14 000.00 as determined by the municipal valuer, DDP Valuers,

in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, and the economic and community value to be received in exchange for the Property;

- [f] That approval be granted for the disposal of the portion of Erf 13066, Knysna in terms of Section 5(b)(ii) of the Local Government: Municipal Finance Management Act (56/2003): Municipal Asset Transfer Regulations; and
- [g] That the Municipal Manager signs a sale agreement with the applicant at the offered amount of R270 000.

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



Execution : Director: Corporate Services  
Manager: Legal Services  
Head: Properties

G04/07/2020 **APPLICATION FOR THE LEASING OF PORTIONS OF ERVEN 2731 AND 255, KNYSNA FOR A SCHOOL**

**UNANIMOUSLY RESOLVED**

That the report on the application to lease portions of erven 2731 and 255, situated at the corner of Vigilance and George Rex Drives in Knysna be referred to a Special Financial and Corporate Services Committee to enable the Director: Corporate Services to arrange a site visit with all relevant stakeholders prior to the Mayoral Committee Meeting scheduled for 22 July 2020.

File Number : 7/2/1/2  
Execution : Director: Corporate Services  
Manager: Legal Services  
Head: Properties

G05/07/2020 **APPLICATION TO PURCHASE ERF 70, RHEENENDAL**

**UNANIMOUSLY RESOLVED**

That the report and annexures regarding the alienation of Erf 70, Rheenendal be referred to a Special Financial and Corporate Services Committee to enable the Director: Corporate Services to arrange a site visit with all relevant stakeholders prior to the Mayoral Committee Meeting scheduled for 22 July 2020.

File Number : 7/2/1/2  
Execution: Director: Corporate Services  
Manager: Legal Services

G06/07/2020 **APPLICATION TO PURCHASE ERF 534, RHEENENDAL**

**UNANIMOUSLY RESOLVED**

That the report on the application received from Jubilee Church for the purchase of Erf 534, Rheenendal be referred to a Special Financial and Corporate Services Committee to enable the Director: Corporate Services to arrange a site visit with all relevant stakeholders prior to the Mayoral Committee Meeting scheduled for 22 July 2020.

File Number : 7/2/1/2  
Execution: Director: Corporate Services  
Manager: Legal Services

G07/07/2020 **APPLICATION TO PURCHASE SERVITUDE ROAD ALONGSIDE ERF 13066, KNYSNA**

**UNANIMOUSLY RESOLVED**

That the application to purchase servitude road alongside Erf 13066, Knysna be referred to a Special Financial and Corporate Services Committee to enable the Director: Corporate Services to arrange a site visit with all relevant stakeholders prior to the Mayoral Committee Meeting scheduled for 22 July 2020.

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

G09/07/2020 **REPORT BACK ON THE APPLICATION TO LEASE ERF 2461, MARIGOLD STREET, SEDGEFIELD FOR THE CULTIVATION OF FOOD & MEDICINAL CROPS**

**UNANIMOUSLY RESOLVED**

That the report back on the application to lease Erf 2461, Marigold Street in Sedgefield to start cultivation of food and medicinal crops be referred to the next Section 80 Committee to enable the administration to determine whether the property is used for a commercial enterprise or social benefit, who will be responsible for the fencing of the property and that an updated valuation be provided.

File Number : 7/2/1/2  
Execution : Director: Corporate Services  
Manager : Legal Services  
Head : Properties

G13/07/2020 **QUARTERLY REPORT ON LEGAL MATTERS: QUARTER 3 OF 2019/2020**

**UNANIMOUSLY RESOLVED**

- [a] That the Quarterly Report on Legal Matters: Quarter 3 of 2019/2020, be noted;
- [b] That a report on the progress of Municipal Courts be submitted to a subsequent meeting of the Financial and Corporate Services Committee, for consideration.

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

G14/07/2020 **REPORT ON THE STAFF HOUSING POLICY**

**UNANIMOUSLY RESOLVED**

That the report on the Staff Housing Policy be referred to the Mayoral Committee Meeting, for consideration

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

G15/07/2020 **REPORT ON THE COMMUNITY WORK PROGRAMME (CWP): JANUARY – MAY 2020**

**UNANIMOUSLY RESOLVED**

That the Public Participation January – May 2020 report on the Community Works Programme, be noted.

G16/07/2020 **REPORT ON THE COMMUNITY DEVELOPMENT WORKERS PROGRAMME (CDWP): JANUARY - MAY 2020**

**UNANIMOUSLY RESOLVED**

That the report on the Community Development Workers for January – May 2020 be noted.

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

G17/07/2020 **QUARTERLY PERFORMANCE REPORT – ECONOMIC DEVELOPMENT**

**UNANIMOUSLY RESOLVED**

That the Economic Development Department Quarterly Departmental Performance Report for Quarter 3 of 2019/2020 be noted.

G18/07/2020 **QUARTER 4 (APRIL & MAY) PERFORMANCE REPORT – ECONOMIC DEVELOPMENT**

**UNANIMOUSLY RESOLVED**

That the Economic Development Department Departmental Performance Report for Quarter 4 (April & May) of 2019/2020 be noted.



**ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON  
7 JULY 2020**

**C01/07/2020 SAFE HUB PRESENTATION – WHITE LOCATION MULTI-PURPOSE  
CENTRE**

**UNANIMOUSLY RESOLVED**

- [a] That the report on the Safe Hub Presentation : White Location Multi-Purpose Centre, be noted;
- [b] That the virtual presentation of Mr. Robin Petersen on the benefits that the SAFA Safe Hub Organization can offer to the community of Knysna be noted; and
- [c] That the facility management assistance of the SAFA Safe Hub Organisation in respect of the White Location MPC be considered.

File Number ; 9/1/2/5

Execution : Director : Community Services

**C02/07/2020 NET ZERO WASTE 2 LANDFILL JOURNEY : PRESENTATION  
(CONVERTING RECYCLABLE MATERIAL INTO BUILDING BRICKS)**

**UNANIMOUSLY RESOLVED**

That the Net Zero Waste 2 Landfill Journey : Presentation (Converting Recyclable Material into Building Bricks) Shereen Scheppel , be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

**C03/07/2020 INFORMATION REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL  
SERVICES FOR MAY 2020**

**UNANIMOUSLY RESOLVED**

That the Information Report on Municipal Health and Environmental Services for May 2020, be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

**C05/07/2020 COMMUNITY SERVICES QUARTERLY REPORT FOR THE PERIOD 01  
FEBRUARY TO 31 MARCH 2020**

**UNANIMOUSLY RESOLVED**

That the Community Services Report for the period 1 February 2020 to 31 March 2020, be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

**C06/07/2020 COMMUNITY SERVICES QUARTERLY REPORT FOR THE PERIOD 01 APRIL TO 31 MAY 2020**

**UNANIMOUSLY RESOLVED**

That the Community Services Report for the period 1 April to 31 May 2020, be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

**C07/07/2020 KNYSNA WINTER SEASON READINESS PLAN : 1 JUNE 2020 TO 31 AUGUST 2020**

**UNANIMOUSLY RESOLVED**

That the report of the Knysna Winter Season Readiness Plan : 1 June 2020 to 31 August 2020, be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

**C08/07/2020 REPORT ON THE DRAFT KNYSNA YOUTH DEVELOPMENT STRATEGY**

**UNANIMOUSLY RESOLVED**

[a] That the Report on the Draft Knysna Youth Development Strategy, be noted; and

[b] That the Draft Knysna Youth Development Strategy, be approved.

File Number : 9/1/2/5

Execution : Director : Community Services

**C09/07/2020 ROLLOUT OF RFID REFUSE WHEELIEBINS TO GREATER KNYSNA MUNICIPAL AREAS**

**UNANIMOUSLY RESOLVED**

That the report on the Rollout of RFID Refuse Wheelie bins to Greater Knysna Municipal Areas, be noted.

File Number : 9/1/2/5

Execution : Director : Community Services

*The Committee took a body break from 16:00 to 16:08*

**C10/07/2020 PROGRESS REPORT : ESTABLISHMENT OF GARDEN ROUTE REGIONAL WASTE MANAGEMENT FACILITY**

**UNANIMOUSLY RESOLVED**

That the Progress Report regarding the Establishment of the Regional Waste Disposal Facility, be noted.

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

**C12/07/2020 COVID-19 SITUATION REPORT**

**UNANIMOUSLY RESOLVED**

That the report and contents pertaining to the COVID-19 situation report be noted.

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

**C13/07/2020 PROPOSED DEVELOPMENT OF SEDGFIELD CEMETERY SITE : PORTION 107 OF THE FARM 205 RUYGTE VALLEY**

**UNANIMOUSLY RESOLVED**

- [a] That the report of the Proposed Development of Sedgfield Cemetery Site : Portion 107 of The Farm 205 Ruygte Valley, be noted; and
- [b] That all the necessary studies and processes be undertaken to ensure that legislation is complied within the development of the cemetery.

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

**C14/07/2020 PROGRESS REPORT : STRATEGY TO PROHIBIT ILLEGAL LAND INVASIONS**

**UNANIMOUSLY RESOLVED**

That the Progress Report on the Implementation Strategy to Prohibit the Illegal Invasion of land in the Knysna Municipal area, be noted.

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

**ITEMS SUBMITTED TO THE FINANCIAL AND CORPORATE SERVICES COMMITTEE  
MEETING HELD ON 8 JULY 2020 (FINANCE ITEMS)**

**F18/07/2020 PRESENTATION ON BUSINESS CONTINUITY MANAGEMENT (BCM)**

**UNANIMOUSLY RESOLVED**

- [a] That the report on Business Continuity Management be noted; and
- [b] That the presentation on Business Continuity Management, annexed to the report mentioned in [a] above, be noted.

File Number : 9/1/2/10

Execution : Acting Municipal Manager  
Director : Financial Services

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING  
HELD ON 8 JULY 2020**

IS01/07/2020 **MAINTENANCE PROGRAMME FOR ROADS AND STORM WATER,  
2019/2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report with regard to the Maintenance Programme for Roads and Storm Water for 2019/2020, be noted.

File Number : 9/1/2/1  
Execution : Director : Infrastructure Services  
Manager : Public Works

IS02/07/2020 **MAINTENANCE PROGRAMME FOR ROADS AND STORM WATER,  
2019/2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report with regard to the Maintenance Programme for Roads and Storm Water, 2019/2020, be noted.

File Number : 9/1/2/1  
Execution : Director : Infrastructure Services  
Manager : Public Works

IS03/07/2020 **STATUS OF CAPITAL PROJECTS 2019/2020 – MAY 2020**

**UNANIMOUSLY RESOLVED**

That the office of the Municipal Manager intervenes in the matters relating to slow procurement of Capital projects.

File Number : 9/1/2/1  
Execution : Director : Infrastructure Services  
Manager : PMU

IS04/07/2020 **STATUS OF MUNICIPAL INFRASTRUCTURE GRANT – MARCH 2020**

**UNANIMOUSLY RESOLVED**

That the status of the Municipal Infrastructure Grant for March 2020, be noted.

File Number : 9/1/2/1  
Execution : Director : Infrastructure Services  
Manager : PMU

IS05/07/2020 **REPORT ON THE OPERATIONS AND MAINTENANCE TO WATER AND SEWER FOR JANUARY TO MAY 2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report on the Operations and Maintenance to Water and Sewer for January to May 2020, be noted.

File Number : 9/1/2/1  
Execution : Director : Infrastructure Services  
Manager : Water and Sewer

IS06/07/2020 **ELECTRO-TECHNICAL ELECTRIFICATION REPORT MARCH 2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report with regard to the Electro-Technical Electrification report for March 2020, be noted.

File Number : 9/1/2/1  
Execution : Manager : Electro-technical

IS07/07/2020 **ELECTRO-TECHNICAL ELECTRIFICATION REPORT MAY 2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report with regard to Electro-Technical Electrification Report May 2020, be noted.

File Number : 9/1/2/1  
Execution : Director : Infrastructure Services  
Manager Electro Technical

IS08/07/2020 **REPORT ON THE MUNICIPAL FLEET – MARCH 2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report on the Municipal Fleet for March 2020, be noted.

File Number : 9/1/2/1  
Execution : Manager : Electro-technical

IS09/07/2020 **REPORT ON THE MUNICIPAL FLEET : APRIL TO MAY 2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report with regard to the Municipal Fleet for April to May 2020, be noted.

File Number : 9/1/2/1  
Execution : Manager : Electro-technical

IS10/07/2020

**STATUS OF MUNICIPAL INFRASTRUCTURE GRANT**

**UNANIMOUSLY RESOLVED**

That the contents of the report on the status of the Municipal Infrastructure Grant, be noted.

File Number : 9/1/2/1

Execution : Director : Infrastructure Services

IS11/07/2020

**GRAVEL ROADS PROJECT UPDATE REPORT**

**UNANIMOUSLY RESOLVED**

That the contents of the update report with regard to Gravel Roads Project, be noted.

File Number : 9/1/2/1

Execution : Manager : Public Works

IS12/07/2020

**REQUEST TO DEVIATE FROM THE CONDITIONS OF TENDER FOR THE GRAVEL ROADS PROJECT**

**UNANIMOUSLY RESOLVED**

That the contents of the report with regard to request to deviate from the conditions of tender for the gravel roads project, be noted.

File Number : 9/1/2/1

Execution : Manager : Public Works

13/07/2020

**REPORT ON POOR ACCESS CHALLENGES TO WATER AND SEWER BULK INFRASTRUCTURE**

**UNANIMOUSLY RESOLVED**

- [a] That the contents of the report with regard to poor access challenges to water and sewer bulk infrastructure, be noted;
- [b] That a site visit be arranged and that a report be submitted to a subsequent meeting of the Infrastructure Services Committee, for consideration.

**ITEMS SUBMITTED TO THE PLANNING AND DEVELOPMENT COMMITTEE MEETING  
HELD ON 9 JULY 2020**

**P&D01/07/2020      LAND USE MANAGEMENT DIVISION QUARTER 3 OF 2019/2020 -  
PERFORMANCE REPORT**

**UNANIMOUSLY RESOLVED**

That the Land Use Management quarterly report for Quarter 3 of 2019/2020 be noted.

File Number : 9/1/2/13

Execution :     Director : Planning and Development

**P&D02/07/2020      BUILDING CONTROL DIVISION QUARTER 3 OF 2019/2020 -  
PERFORMANCE REPORT**

**UNANIMOUSLY RESOLVED**

That the Building Control report for Quarter 3 (January to March) of 2019/2020 be noted.

File Number : 9/1/2/13

Execution :     Manager : Town Planning and Building Control

**P&D03/07/2020      BUILDING CONTROL DIVISION QUARTER 4 OF 2019/2020 -  
PROGRESS REPORT**

**UNANIMOUSLY RESOLVED**

That the Building Control progress report for Quarter 4 (April and May) of 2019/2020 be noted.

File Number : 9/1/2/13

Execution : Manager : Town Planning and Building Control

**P&D04/07/2020      ENVIRONMENTAL MANAGEMENT DIVISION QUARTER 3 OF  
2019/2020 - PERFORMANCE REPORT**

**UNANIMOUSLY RESOLVED**

That the Environmental Management quarterly report for Quarter 3 of 2019/2020 be noted.

File Number : 9/1/2/13

Execution :     Manager : Environmental Management

**P&D05/07/2020**

**LAND USE MANAGEMENT DIVISION QUARTER 4 OF 2019/2020 -  
PROGRESS REPORT**

**UNANIMOUSLY RESOLVED**

That the Land Use Management quarterly progress report for Quarter 4 (April and May) of 2019/2020 be noted.

File Number : 9/1/2/13

Execution : Director : Planning and Development

**ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE  
MEETING HELD ON 16 JULY 2020**

**IHS02/07/2020**

**REPORT ON INTEGRATED HUMAN SETTLEMENTS: STATUS OF  
KNYSNA HOUSING BUSINESS PLAN FOR 2019/2020**

**UNANIMOUSLY RESOLVED**

That the contents of the report on the performance of the 2019/20  
Integrated Human Settlements Plan, be noted.

File Number : 9/1/2/13

Execution : Acting Director : Integrated Human Settlements

**IHS04/07/2020**

**DRAFT POLICY (PART 1) JUNE 2020**

**UNANIMOUSLY RESOLVED**

That the matter with regard to the Draft Policy (Part 1) June 2020 be  
referred to the next Integrated Human Settlements Committee, for  
consideration.

File Number : 9/1/2/15

Execution : Acting Director : Integrated Human Settlements



9.

<p><b>ITEMS SUBMITTED DIRECTLY TO THE EXECUTIVE MAYOR</b></p>
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*No items were received at time of compilation of the agenda.*

10.

**REPORTS SUBMITTED DIRECTLY TO THE MAYORAL COMMITTEE**

*No items were received at time of compilation of the agenda.*

11. **MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER**

*No items were received at time of compilation of the agenda.*

12. **IN COMMITTEE (See Green Pages)**

13. **CLOSURE**

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