

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

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Notice is hereby given that an **ORDINARY MEETING** of the **MUNICIPAL COUNCIL** of Knysna Municipality will be held in the Municipal Council Chamber **on THURSDAY, 7 AUGUST 2025 at 09:00** to consider the business set forth in the attached agenda.

Kennis geskied hiermee dat 'n **GEWONE VERGADERING** van die **MUNISIPALE RAAD** van Knysna Munisipaliteit in die Munisipale Raadsaal op **DONDERDAG, 7 AUGUSTUS 2025 om 09:00** gehou sal word ten einde sake soos uiteengesit in die aangehegte agenda te oorweeg.

Ibhunga lika**MASIPALA** waseKnysna lazisa ngomthetho okwisolotya 19(b) wenkqubo mgaqo olawula oMasipala, 32 of 2000, njengoko utshintshiwe, **NGOLWESINE, NGOMHLA WE 7 EYETHUPHA 2025** ngentsimibi **ye 09:00** umba iyakuba lushishino oluchazwekwi agenda.

CLLR M WILLEMSE
The Speaker
Die Speaker
Usomlomo

MR. LULAMILE MAPHOLOBA
Municipal Manager
Munisipale Bestuurder
Mphathi kaMasipala

Date : 21 July 2025

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AGENDA

1. **OPENING AND WELCOMING**
2. **SILENT PRAYER**
3. **ATTENDANCE OF MEMBERS**
 - 2.1 **COUNCILLORS PRESENT**
 - 3.2 **COUNCILLOR WITH LEAVE**
 - 3.3 **COUNCILLORS WITHOUT LEAVE**
4. **NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 32 OF 2000 AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**
5. **DISCLOSURE OF INTERESTS BY COUNCILLORS**
6. **LONG SERVICE AWARDS**
7. **INTRODUCTION OF NEWLY APPOINTED STAFF**

May 2025

Netshivhodza M	Artisan Plumber	Community Services
Dyonta Z	General Assistant	Technical Services
Falithenjwa S	General Assistant	Technical Services
Tamboer M D	General Assistant : Water Puri	Technical Services
Ennes M W	General Assistant : Water Reticulation	Technical Services
Nohana L M	General Assistant : Water Reti	Technical Services
Biyela S E	Artisan Plumber	Technical Services

June 2025

Nontlonipho Prisciilla Skosana	Senior Clerk : Public Participation	Corporate Services
Sfiso Jan Shili	Artisan : Plumbing	Technical Services
Ntombekhaya Tembu-Makuyekwe	Process Controller	Technical Services
Phumela Lindiwe Kedama-Nyati	Process Controller	Technical Services
Yamkela Sizwe Camagu	General Assistant : Technical Services	Technical Services
Sandiswa Booï	Human Settlement Officer	Planning, Bldg Ctrl lhs

8. **CONFIRMATION AND ADOPTION OF MINUTES**

8.1 **MINUTES OF THE ORDINARY COUNCIL MEETING: 30 MAY 2025**

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on 30 May 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF AN ORDINARY MEETING
OF THE
MUNICIPAL COUNCIL OF KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Friday, 30 May 2025
at 12:05
in the Council Chamber and on Youtube

COUNCILLORS IN ATTENDANCE

Executive Mayor, Cllr Matika, T [ANC]
Deputy Executive Mayor, Cllr Gericke, M [PBI]
Speaker, Cllr Willemse, M S [KIM]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA] (*on MStTeams*)
Cllr Campbell, M [KIM]
Cllr Charlie, L [PA]
Cllr Davis, L [DA] (*on MStTeams*)
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebel, H [DA]
Cllr Tyokolo, L [DA]
Van Schalkwyk, A [DA]
Cllr Vanston, C [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Julies, C	Director: Financial Services
Douglas, J	Director: Community Services
Petuna, L	Acting Director: Integrated Human Settlements
Wesso, R	Director: Infrastructure Services
Botha, C	Manager: Administration Services
Bezuidenhout, C	Manager: Communications & IGR
Michaels, M	Manager: Expenditure
Botha, M	Acting Manager: Legal Services
Louw, A	Chief Audit Executive (<i>on MSTeams</i>)
Chordnum, C	Manager: Performance and IDP
Ellis, JP	Fire Department
Burger, T	Committee Officer
Mpahla, S	IT Technician
Kakaza, W	Interpreter

1. OPENING AND WELCOMING

The Municipal Manager welcomed Councillors, officials and members of the public to the meeting in the Council Chamber whereafter a roll call confirmed the attendees as mentioned above.

2A. SILENT PRAYER

Cllr B Charlie opened the meeting with a prayer.

Cllr N Louw proposed, Cllr T Matika proposed that Cllr M Willemse be appointed as Acting Speaker.

Items 13.4 and 13.5 on the In Committee Agenda were discussed first.

After Items 13.4 and 13.5 were discussed, the Acting Speaker handed the meeting over to the Municipal Manager, who declared that the meeting continue as normal and open to the public.

2B. MOTION OF CONDOLENCE

That the Knysna Municipality extends its deepest and most heartfelt condolences to the Gombo family on the passing of Ms. Mertle Titi Gombo.

Cllr Khumelwana stepped out at 12:52

Cllr Petros stepped out at 12:52

Cllr Tyokolo stepped out at 12:54

Cllr Khumelwana returned at 12:54

Cllr Petros returned at 12:55

Cllr Grootboom stepped out at 12:55

Cllr Grootboom returned at 12:59

Cllr N Louw, Cllr S Campbell, Cllr Charlie, Cllr Hilton, Cllr Sabbagh, Cllr Willemse, Cllr Gericke and Cllr Matika extended their deepest condolences to the Gombo family.

2C. ELECTION OF A SPEAKER

The Municipal Manager explained the voting procedure as set out in Schedule 3 of the Local Government : Municipal Structures Act.

The Municipal Manager called for nominations for the election of a Speaker.

Cllr P Petros nominated Cllr Willemse as Speaker. The nomination was seconded by Cllr B Charlie.

Cllr M Willemse accepted the nomination.

The nomination remained unopposed and Cllr Willemse was therefore elected as Speaker of Council.

UNANIMOUSLY RESOLVED

That the Municipal Council elects Cllr Mark Willemse as the Speaker of the Knysna Municipal Council, having followed the procedure set out in Schedule 3 of the Local Government : Municipal Structures Act, 1998, as amended.

File Number : 9/1/2/14

Execution : Municipal Manager

Director : Corporate Services

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Nineteen (19) Councillors present
Two Vacancies – Wards 3 & 8

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

3.4 Officials Present

As above

3.5 Members of the Audit Committee Present

The meeting was live-streamed on YouTube.

3.6 Members of the Public Present

The meeting was live-streamed on YouTube.

4. **NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

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

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. **DISCLOSURE OF INTERESTS**

UNANIMOUSLY RESOLVED

Cllr Andrews, Cllr Arends, Cllr Charlie, Cllr Grootboom, Cllr Khumelwana, Cllr Louw, Cllr Matika and Cllr Petros declared interest in Item 15.3.5 in the In Committee Agenda.

Cllr Tyokolo returned at 13:04

The Speaker indicated that Items 13.5, 13.12 and 13.13 would be discussed first before the rest of the agenda would follow.

Cllr Louw stepped out at 13:15

Cllr Louw returned at 13:19

Items 6 to 17 were referred to a further continuation of the Ordinary Council Meeting scheduled for Thursday, 5 June 2025 at 09:00.

C05/05/25 **KNYSNA MUNICIPALITY: REVISED 2025/2026 INTEGRATED DEVELOPMENT PLAN (IDP)**

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr A van Schalkwyk
Cllr R Arends	Cllr S Sabbagh
Cllr B Charlie	Cllr H Stroebel
Cllr W Grootboom	Cllr L Tyokolo
Cllr M Khumelwana	Cllr C Vanston
Cllr N Louw	Cllr J White
Cllr T Matika	Cllr L Davis
Cllr P Petros	Cllr P Bester
Cllr M Gericke	
Cllr M Willemse	
Cllr S Campbell	
Not present at time of voting	
None	

ORDINARY MUNICIPAL COUNCIL MEETING
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7 AUGUST 2025

Did not vote	
None	

RESOLVED BY MAJORITY

- [a] That the Knysna Municipality: Revised 2025/2026 Integrated Development Plan (IDP), be noted;
- [b] That the Revised 2025/2026 2026 Integrated Development Plan (IDP), be approved;
- [c] That a notice be published in the local media to inform communities about the adoption of the Revised 2025/2026 IDP;
- [d] That a copy of the Revised 2025/2026 IDP be published on the Knysna Official Municipal Website;
- [e] That the Garden Route District Municipality, Western Cape Department of Local Government, Provincial Treasury and CoGTA be furnished with copies of the IDP; and
- [f] That copies of the IDP are made available at all libraries and municipal offices for the public to scrutinise.

File Number: 15/2/6/1/3

Execution: Senior Manager: Integrated Development
Plan/Institutional Performance Management/Inter-
Governmental Relations

Cllr Campbell stepped out at 14:05

Cllr Campbell returned at 14:07

C12/05/25 APPROVAL OF FINAL ANNUAL BUDGET 2025/2026-2027/2028

Proposal 1

That the Approval of Final Annual Budget 2025/2026 – 2027/2028 be postponed until 5 June and that a Workshop be held prior thereto.

Proposer: Cllr S Campbell

Seconder: Cllr M Gericke

UNANIMOUSLY RESOLVED

That the Approval of Final Annual Budget 2025/2026 – 2027/2028 be postponed and be referred to a Continuation meeting of Council to be held on 5 June 2025 and that a Workshop be held prior thereto.

Body break from 14:55 until 14:13

C15/05/25 REPORT ON KNYSNA MUNICIPALITY ACTION PLAN – DIRECTIVES AND NON-COMPLIANCE NOTICES

UNANIMOUSLY RESOLVED

- [a] That the Report on the Knysna Municipality Action Plan: Directives and Non-Compliance Notices, be noted;
- [b] That Council approves the Knysna Municipality Action Plan for Directives and Non-Compliance Notices as per the attached Annexure A;
- [c] That Council approves the budget requirements to ensure implementation of the KM: Action Plan for Directives and Non-Compliance Notices; and
- [d] That progress on implementation of the Action Plan be reported to the Infrastructure S80 and Community Services Committees monthly.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services

12. ITEMS FOR CONSIDERATION

ITEMS SUBMITTED TO THE SPECIAL INFRASTRUCTURE COMMITTEE MEETING HELD ON 27 MAY 2025

SIS01/05/25 REPORT ON WATER SERVICES DEVELOPMENT PLAN (WSDP) FOR KNYSNA MUNICIPALITY

UNANIMOUSLY RESOLVED

- [a] That the Report on the Water Services Development Plan (WSDP) for Knysna Municipality, be noted;
- [b] That the Knysna Municipality Water Services Development Plan (WSDP) be approved by Council; and
- [c] That, once approved, the review process of the Water Services Development Plan (WSDP) for Knysna Municipality, be initiated and budget be allocated in the 2025/2026 budget.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services
Manager: Water & Sewer

18. Consideration of Motions of Exigency

RECORDING RE: CHARLES CHORDNUM AND FORMER COUNCILLOR AUBREY TSENGWA

Proposed: Cllr M Gericke
Seconder: Cllr N Louw

For: 11
Against: 7
Abstain: 1 – Cllr White [DA]

RESOLVED BY MAJORITY

That a comprehensive report be submitted to the Municipal Council on 5 June 2025.

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr A van Schalkwyk
Cllr R Arends	Cllr S Sabbagh
Cllr B Charlie	Cllr H Stroebel
Cllr W Grootboom	Cllr L Tyokolo
Cllr M Khumelwana	Cllr C Vanston
Cllr N Louw	Cllr L Davis
Cllr T Matika	Cllr P Bester
Cllr P Petros	
Cllr M Gericke	
Cllr M Willemse	
Cllr S Campbell	
Not present at time of voting	
None	
Did not vote	
Cllr J White	

19. ADJOURNMENT

The Speaker adjourned the meeting to afford Councillors an opportunity to peruse the bulky documents and that a Continuation of the Ordinary Council Meeting will be held on Thursday, 5 June 2025.

The Speaker thanked everyone for their contribution and the meeting be adjourned at 15:45.

Approved :

Cllr. M Willemse

.....
Speaker

.....
Date

-oOo-

8.2 **MINUTES OF THE CONTINUATION OF THE ORDINARY COUNCIL MEETING: 5 JUNE 2025**

RECOMMENDATION

That the minutes of the Continuation of the Ordinary Council meeting held on 5 June 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

M I N U T E S

OF AN ORDINARY MEETING
OF THE
MUNICIPAL COUNCIL OF KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Thursday, 5 June 2025
at 09:03
in the Council Chamber and on Youtube

COUNCILLORS IN ATTENDANCE

Executive Mayor, Cllr Matika, T [ANC]
Deputy Executive Mayor, Cllr Gericke, M [PBI]
Speaker, Cllr Willemse, M S [KIM]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA] *(on MSTeams)*
Cllr Campbell, M [KIM]
Cllr Charlie, L [PA]
Cllr Davis, L [DA]
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA] *(on MSTeams)*
Cllr Stroebel, H [DA] *(on MSTeams)*
Cllr Tyokolo, L [DA] *(on MSTeams)*
Van Schalkwyk, A [DA]
Cllr Vanston, C [DA]
Cllr White, J [DA]
Cllr Willemse, M S [KIM]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Julies, C	Director: Financial Services
Wesso, R	Director: Infrastructure Services
Douglas, J	Director: Community Services and Acting Director: Integrated Human Settlements
Botha, C	Manager: Administration Services
Bezuidenhout, C	Manager: Communications & IGR
Chordnum, C	Manager: Performance and IDP
Botha, M	Acting Manager: Legal Services
Jagaysor, A	Senior Manager: Financial Services
Fundi, N	Manager: Budget and Reporting
Kova, B	Manager: Revenue Services
Hardnick, R	Acting Head: Properties
Moleko M	MFIPTA
Burger, T	Committee Officer
Adams, G	IT Technician

1. OPENING AND WELCOMING

The Speaker welcomed Councillors, officials and members of the public to the meeting in the Council Chamber whereafter a roll call confirmed the attendees as mentioned above.

2A. SILENT PRAYER

Cllr M Gericke opened the meeting with a prayer.

Cllr Petros stepped out at 09:06

2B. MOTION OF CONDOLENCE

This item was dealt with at the meeting held on 30 May 2025.

2C. ELECTION OF A SPEAKER

This item was dealt with at the meeting held on 30 May 2025.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Nineteen (19) Councillors present
Two Vacancies – Wards 3 & 8

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

3.4 Officials Present

As above

3.5 Members of the Audit Committee Present

The meeting was live-streamed on YouTube.

3.6 Members of the Public Present

The meeting was live-streamed on YouTube.

4. **NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

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

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

Cllr Louw returned at 09:07

5. **DISCLOSURE OF INTERESTS**

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. **LONG SERVICE AWARDS**

None

7. **INTRODUCTION OF NEWLY APPOINTED STAFF**

None

8. **CONFIRMATION AND ADOPTION OF MINUTES**

8.1 **MINUTES OF THE ORDINARY COUNCIL MEETING: 31 MARCH 2025**

Cllr Louw proposed, Cllr Matika seconded

UNANIMOUSLY RESOLVED

That the minutes of the Ordinary Council meeting held on 31 March 2025, be confirmed as a true reflection of the proceedings.

8.2 **MINUTES OF THE CONTINUATION OF THE ORDINARY COUNCIL MEETING: 8 APRIL 2025**

Cllr Charlie proposed, Cllr Louw seconded

UNANIMOUSLY RESOLVED

That the minutes of the Continuation of the Ordinary Council meeting held on 8 April 2025, be confirmed as a true reflection of the proceedings.

8.3 **MINUTES OF THE SPECIAL COUNCIL MEETING: 30 APRIL 2025**

Cllr Grootboom proposed, Cllr Charlie seconded

UNANIMOUSLY RESOLVED

That the minutes of the Special Council meeting held on 30 April 2025, be confirmed as a true reflection of the proceedings.

8.4 **MINUTES OF THE SPECIAL COUNCIL MEETING: 15 MAY 2025**

Cllr Matika proposed, seconded by Cllr Louw

UNANIMOUSLY RESOLVED

That the minutes of the Special Council meeting held on 15 May 2025, be confirmed as a true reflection of the proceedings.

9. **EXECUTION LIST**

UNANIMOUSLY RESOLVED

That the Execution list for the Council Meeting Committee meetings held on 29 January 2025, 31 March 2025, 8 April 2025 and 15 May 2025, be noted.

10. STATEMENTS AND COMMUNICATIONS OF THE SPEAKER

10.1 REPORT ON MEETINGS/FUNCTIONS ATTENDED BY THE SPEAKER, CLLR MNCEDISI DAVID SKOSANA

UNANIMOUSLY RESOLVED

That the report from the Speaker with regard to functions, meetings and workshops attended, for the period of April 2025 to May 2025, be noted.

File Number : 9/1/1/1

Execution : Office of the Speaker

11. STATEMENTS AND COMMUNICATIONS OF THE EXECUTIVE MAYOR

11.1 FUNCTIONS, MEETINGS & WORKSHOPS ATTENDED BY THE EXECUTIVE MAYOR/S

UNANIMOUSLY RESOLVED

That the report from the Executive Mayor with regard to functions, meetings and workshops attended, for the period of April to May 2025, be noted.

File Number : 9/1/1/1

Execution : Office of the Executive Mayor

11.2 STATEMENTS AND COMMUNICATIONS BY THE DEPUTY EXECUTIVE MAYOR

That the report from the Executive Mayor with regard to functions, meetings and workshops attended for the period 1 April 2025 to 19 May 2025 be noted.

11.3 REPORTS FROM REPRESENTATIVES ON THE GARDEN ROUTE DISTRICT MUNICIPALITY

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

11.4 REPORTS FROM REPRESENTATIVES ON THE SALGA WORKING GROUPS

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

11.5 REPORTS FROM COUNCILLORS REPRESENTING OUTSIDE BODIES AND ORGANISATIONS

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

Cllr Petros returned at 09:10

Cllr Khumelwana stepped out at 09:20

Cllr Khumelwana returned at 09:22

Cllr Davis stepped out at 09:25

Cllr Charlie stepped out at 09:27

Cllr Petros stepped out at 09:28

Cllr Petros returned at 09:30

Cllr Charlie returned at 09:30

Cllr Davis returned at 09:32

12. ITEMS FOR CONSIDERATION

12.1 RECOMMENDATIONS FROM THE MAYORAL COMMITTEE: 21 MAY 2025

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE
MEETING HELD ON 16 APRIL 2025**

**IS08/04/25 REPORT OF THE ROADS, TRANSPORT & STORM WATER & BUILDINGS
MAINTENANCE DIVISION (RTSBMD) FOR JULY- FEBRUARY 2025**

UNANIMOUSLY RESOLVED

[a] That the report of the Roads, Transport & Storm Water & Buildings Maintenance Division (RTSBMD) for July to February 2025, be noted; and

[b] That Council fills the vacancies as critical.

File Number: 9/1/2/1

Execution: Manager Public Works

**IS10/04/25 REPORT ON MOU – KNYSNA: THESEN ISLAND: CIRCUIT BREAKER
REPLACEMENT**

UNANIMOUSLY RESOLVED

[a] That the Report on the MOU between Knysna: Thesen Island: Breaker replacement, be noted; and

[b] That the MOU be denied until a formal MOU is concluded with the Greater Knysna Business Chamber.

File Number: 9/1/2/1

Execution: Manager PMU

**IS12/04/25 REPORT ON WATER AND SANITATION INDABA “WATER SECURITY
AND PROVISION”**

UNANIMOUSLY RESOLVED

That the committee recommend to Council to adopt the declarations and resolutions from the Water and Sanitation indaba as per the attached Annexure A attached to the agenda of the Infrastructure Services Committee Meeting held on 16 April 2025.

**ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON
17 APRIL 2025**

**C01/04/25 REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES
FOR JANUARY 2025 TO FEBRUARY 2025**

UNANIMOUSLY RESOLVED

- [a] That the Report on Municipal Health and Environmental Services for January 2025 to February 2025, be noted;
- [b] That an integrated plan on environmental health matters, specifically concerns raised by the District Municipality in their report, be developed and submitted to a subsequent Community Services Committee, for consideration;
- [c] That the administration develop an Integrated Waste Management Plan to address matters of concern and that the plan be submitted to the Community Services Committee, for consideration; and
- [d] That an inter-departmental report on all environmental issues and pollution be submitted to the next Community Services Committee, for consideration.

File Number: 9/1/2/5

Execution : Director: Community Services

**C02/04/25 DEPARTMENTAL STATUS REPORT: SOCIAL DEVELOPMENT & SPECIAL
PROGRAMMES**

UNANIMOUSLY RESOLVED

- [a] That the report on the Social Development and Special Programmes from Community Services for the period February to March 2025, be noted;
- [b] That a Special Community Services Committee Meeting be scheduled, on a date to be determined by the Chairperson, to consider a report on the Homeless Shelter; and
- [c] That an Integrated Action Plan on proposal of all the special events, be submitted to the next Community Services Committee, for consideration.

File Number: 9/1/2/5

Execution: Director: Community Services

**C03/04/25 FUNDING IMPLICATIONS: EXECUTIVE ASSIGNMENT OF THE LIBRARY
FUNCTION TO THE MUNICIPALITY**

UNANIMOUSLY RESOLVED

- [a] That the Report on the Funding Implications: Executive Assignment of the Library function to the Municipality, be noted;
- [b] That Council notes the submission of the Financial and Fiscal Commission (FFC) which is made in terms of Section 9 of the Municipal Systems Act (Act 32 of 2000) concerning the new Western Cape library bill (attached as annexure);
- [c] That Council notes the responses (attached as annexures) of the following stakeholders to the FFC submission:
 - i. South African Local Government Association (SALGA)
 - ii. The MEC for Cultural Affairs & Sport in the Western Cape (DAC)
 - iii. The MEC for Local Government.
 - iv. The HOD of the DAC – Letter to municipalities
 - v. The City of Cape Town 5-year funding projection.
 - vi. The SARS vat ruling: regarding the payment of tax on the conditional grant that is transferred to municipalities.
- [d] That Council be provided with a full cost analysis of the library services provision, any VAT implications and all our assets and operational costs involved.

File Number: 9/1/2/5

Execution: Director: Community Services

C04/04/25 REPORT ON THE REVIEW OF THE KEEPING OF DOGS BY-LAW

UNANIMOUSLY RESOLVED

- [a] That the report on the review of keeping of Dogs By-law be noted;
- [b] That the Municipal Council approves and adopts the amended Keeping of Dogs By-law for promulgation in the Western Cape Government Gazette in accordance with Rule 48 of Council's approved Rules of Order for Internal Arrangements by-law; and
- [c] That the amendments to the Keeping of Dogs By-law and circulation thereof, be noted.

File Number 9/1/2/5

Execution: Director Community Services

C06/04/25 BUDGET REQUIREMENTS: 2025/2026 FINANCIAL YEAR BUDGET INPUT

UNANIMOUSLY RESOLVED

- [a] That the report to inform Council on the budget required for Parks and Recreation in the 2025/2026 financial year be noted; and
- [b] That the prioritization of funds for the Parks and Recreation department in needs to be in line with the integrated plan and funding model.

File Number: 9/1/2/5

Execution: Director: Community Services

C07/04/25 EASTER READINESS PLAN COMMUNITY SERVICES

UNANIMOUSLY RESOLVED

- [a] That the report on the Community Services 2025 Easter Readiness Plan be noted; and
- [b] That the Municipal Manager approve the expenditure to be incurred as part of the plan e.g. Overtime and standby.

File Number: 9/1/2/5

Execution: Director: Community Services

ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT & TOURISM COMMITTEE MEETING HELD ON 22 APRIL 2025

P01/04/25 ECONOMIC DEVELOPMENT DEPARTMENT PERFORMANCE REPORT QUARTER 3: JANUARY TO MARCH 2025

UNANIMOUSLY RESOLVED

- [a] That the Economic Development Department Performance Report for Quarter 3: January to March 2025, be noted;
- [b] That Law Enforcement Activities be included in the next Quarterly Report of the Economic Development Department, in order for the Committee to be informed of what Plans and Actions the Department has undertaken to ensure that Illegal Traders has complied with relevant by-laws; and
- [c] That the administration consider a possible extension of the validity period of the trading license, for six months to a year, to ensure that Traders are compliant for a longer period.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development and Tourism
Manager: Economic Development

P03/04/25 ENVIRONMENTAL PERFORMANCE REPORT QUARTER 3: JANUARY, FEBRUARY, MARCH 2025

UNANIMOUSLY RESOLVED

- [a] That the Environmental Management Department Performance Report for Quarter 3: January to March 2025, be noted; and
- [b] That an update regarding the SANPARKS investigation at the site close to Food Lovers Market, be submitted to the Special Planning, Economic Development and Tourism meeting, for consideration.

File Number: 9/1/2/13

Execution: Municipal Manager

Director: Planning, Economic Development and Tourism

Manager: Environmental Management

P06/04/25 PROPOSED EXTENSION OF THE TERM OF APPOINTMENT OF THE KNYSNA MUNICIPAL PLANNING TRIBUNAL

RESOLVED BY MAJORITY

- [a] That, the following external members to the Knysna Municipal Planning Tribunal, in terms of Section 71(1)(b) of the Knysna Municipality: Spatial Planning and Land Use Management By-law (2021), be reappointed for a further 4 months from 1 June 2025 until 29 September 2025 in terms of Section 73(1)(b):
- Ludolph Gericke
 - Daniel Andries Lambrechts
 - Neale Perring
- [b] That, Council considers the appointment of the following internal members to the Knysna Municipal Planning Tribunal, in terms of Section 71(1)(a) of the Knysna Municipality: Spatial Planning and Land Use Management By-law (2021), be reappointed for a further 4 months from 1 June until 29 September 2025 in terms of Section 73(1)(b):
- Pamela Booth
 - Randolph Daames
 - Charles Chordnum
- [c] That, in terms of Section 72(10) of the Knysna Municipality: Spatial Planning and Land Use Management By-law (2021), Council considers the designation and reappointment of the following members of the Knysna Municipality Tribunal for a further 4 months from 1 June 2025 until 29 September 2025:
- (a) Chairperson: Ludolph Gericke
- (b) Deputy Chairperson: Pamela Booth
- [d] That the Municipal Manager affects the publication of a Notice in the Provincial Gazette of its decision in respect of the members of the Knysna Municipal Planning Tribunal.

- [e] That the Director Planning, Economic Development and Tourism Informed the Committee that an addendum will be presented in the next Section 80 to address the vacancy created by the resignation of one of Knysna Municipal Planning Tribunal Members, with the aim of replacing the current vacant position.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development and Tourism
Manager: Land Use Management

Cllr S Campbell requested that her vote against the above recommendation, be recorded.

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
HELD ON 24 APRIL 2025 (FINANCE ITEMS)**

**F&G01/04/25 QUARTERLY SUPPLY CHAIN MANAGEMENT REPORT 01 JANUARY 2025
-31 MARCH 2025**

UNANIMOUSLY RESOLVED

- [a] That the Third Quarter report for implementation of the Supply Chain Management in the Municipality, be noted;
- [b] That all the irregular and deviation expenditure, and inform MPAC to investigate all the irregular Expenditure of the third quarter of the 2024/25 Financial year, be noted;
- [c] That appropriate recommendations where applicable to Council in relation to implementations of Supply Chain Management policy in the Municipality, be made;
- [d] That Council approved internal process to escalate the matters to MPAC for further consideration, investigation, corrective action and Consequence Management;
- [e] That MPAC must submit quarterly progress reports and feedback on matters considered for condonation as unavoidable expenditure like sole suppliers and emergency procurement that meets requirements for deviations;
- [f] That MPAC to investigate all the irregular expenditure resulting from poor planning with the deliberate intention to contravene the SCM process of the Municipality and recommend Consequence Management;
- [g] That SCM to submit an item to MPAC on Irregular Expenditure for consideration and approval of council; and
- [h] That the Municipal Manager investigate the issues around T9 and submit it to the next Finance and Governance Committee meeting.

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

F&G03/04/25 MONTHLY & QUARTERLY BUDGET STATEMENT – MARCH 2025

UNANIMOUSLY RESOLVED

- [a] That the Finance and Governance Committee notes the Section 71 Monthly Budget Statement as at 31 March 2025;
- [b] That the Finance and Governance Committee notes that the Section 71 Monthly Budget Statement as at 31 March 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 11 April 2025 which is before the 10th working day after the end of March 2025; and
- [c] That the Finance and Governance Committee notes that the Section 71 Monthly Budget Statement as at 31 March 2025 has been published on the Municipal website.

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

F&G04/04/25 QUARTERLY WITHDRAWAL REPORT: QUARTER 3 OF 2024/2025

UNANIMOUSLY RESOLVED

- [a] That the Quarterly Withdrawal Report for the quarter ending March 2025, be noted; and
- [b] That it be noted that a copy of the Quarterly Withdrawal Report was submitted to the Western Cape Provincial Treasury and the Auditor-General on 11 April 2025.

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

ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 7 MAY 2025

IHS01/05/25 SUBMISSION OF THE BUSINESS PLAN FOR 2024/25 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That the report on the Submission of the Business Plan for 2024/25 Financial Year, be noted;
- [b] That Council take note of the further cut in the Department of Infrastructure 2024/25 budget by National Department of Human Settlement by R200 million on the Human Settlement Development Grant and R100 million Informal Settlement Upgrading Partnership Grant; and

-
- [c] That Council take note that cut in the Provincial 2024/25 allocation will influence the allocation to Knysna Municipality for the 2024/25 as well the 2025/26 financial year.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Finance & Projects

IHS02/05/25 SUBMISSION OF THE BUSINESS PLAN FOR 2025/26 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That the Report on the Submission of the Business Plan for 2025/26 Financial Year, be noted;
- [b] That the 2025/26 financial allocation to Knysna Municipality as Government Gazette XX, be noted;
- [c] That the 2025/26 financial allocation for Housing projects within the Knysna Municipal from the Western Cape Department of Infrastructure; be noted; and
- [d] That Council supports the recommendations from the Department of Integrated Human Settlement regarding the allocation of funds towards the different housing projects as set out in paragraph 1 of the report.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Finance & Projects

IHS03/05/25 PRIORITY HUMAN SETTLEMENTS AND HOUSING DEVELOPMENT AREAS

UNANIMOUSLY RESOLVED

- [a] That the Priority Human Settlements Development Areas (PHSDA) report and presentation submitted by the Western Cape Government, be noted; and
- [b] That Council Endorse the report, its concepts, principles and development proposals.

File Number: 9/1/2/15

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

IHS04/05/25 STRATEGIC SERVICE DELIVERY PARTNERSHIP WITH ASIVIKELANE

UNANIMOUSLY RESOLVED

- [a] That the Report on the Strategic Service Delivery Partnership with Asivikelane, be noted;
- [b] That Council endorse the establishment of a formal partnership with Asivikelane;
- [c] That Council authorise the Municipal Manager to enter into a Memorandum of Understanding with Asivikelane Campaign; and
- [d] That a quarterly report be submitted to the Integrated Human Settlements Committee on progress.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements

Manager: Integrated Human Settlements

IHS05/05/25 REPORT ON THE DEVELOPMENT OF ERF 3339, FISHERHAVEN, KNYSNA

UNANIMOUSLY RESOLVED

- [a] That the Report on the Development of Erf 3339, Fisherhaven, Knysna, be noted;
- [b] That the previous Council resolution dated 26th October 2023 (Item IHS06/10/23) be rescinded;
- [c] That Council approves its alienation to lower- to middle income community beneficiaries in terms of the MFMA, MATR, and the Knysna policy;
- [d] That Council approve the sale value to beneficiaries for the amount of R52,352.00 per stand plus a portion of the equal share of R750,000 based on the final site layout and beneficiaries;
- [e] That a development application inclusive of Environmental Exemption is submitted in terms of Spatial Planning and Management Act, 2013 in order to establish proper cadastral entities;
- [f] That an all-inclusive waiting list split of 80 – 20 be utilized as a mechanism to ensure a fair and equitable administrative process;
- [g] That the allocation of erven be split into Plot and Plan, Flisp and GAP housing;
- [h] That the municipality's initial contribution of R750,000 for environmental approval, land use applications and community

facilitation and administrative processes be recouped from beneficiaries;

- [i] That building plan applications need to be submitted in terms of the National Building Regulations and Building Standards Act No. 103 of 1977 for all dwellings;
- [i] That all building works be undertaken in accordance with the National Housing Code, 2009;
- [k] That a special account and vote be created for Erf 3339 for receiving allocation from beneficiaries; and
- [e] That Council support the use of a Transactional Advisor to expedite the FLISP development as a turnkey project on Erf 3339.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements

Manager: Integrated Human Settlements

IHS06/05/25 TITLE DEEDS PROGRAMME, KNYSNA MUNICIPALITY

UNANIMOUSLY RESOLVED

- [a] That the Report on the Title Deeds Program, Knysna Municipality, be noted;
- [b] That Council take note of the progress on the work done on the Title Deeds;
- [c] That Council support continued collaboration with the Free-Market Foundation and Khaya Lam;
- [d] That the Directorate conduct an audit of outstanding Title Deeds for all housing projects (pre- and post-1994) in the Greater Knysna; and
- [e] That a comprehensive report on the reconciliation of the Grant Funding, be submitted to the next Integrated Human Settlements Committee Meeting.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements

Manager: Integrated Human Settlements

IHS07/05/25 REPORT ON WINTER READINESS AND THE UPDATED NATIONAL EMERGENCY HOUSING RESPONSE FRAMEWORK

UNANIMOUSLY RESOLVED

- [a] That the Report on the Winter Readiness and the Updated National Emergency Housing Response Framework, be noted;

- [b] That the policy change from the Emergency Housing Grant to the Emergency Housing Response Fund, be noted; and
- [c] That Council mandates the Directorate: Integrated Human Settlements and Directorate: Community Services (Disaster Management Team) to ensure all Emergency Housing responses are aligned with the Updated National Guidelines.

File Number: 9/1/2/15

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

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
HELD ON 7 MAY 2025 (CORPORATE ITEMS)**

**F&G01/04/25 ORGANISATIONAL REDESIGN: MACRO-ORGANISATIONAL
STRUCTURE**

UNANIMOUSLY RESOLVED

- [a] That the matter be held over to the next Council meeting; and
- [b] That the Speaker is mandated to obtain an independent legal opinion regarding the legality of the number of directorates reporting to the Municipal Manager and legal clarity on the appointment of managers reporting directly to the Municipal Manager.

File Number: 9/1/2/9

Execution : Director : Corporate Services
Manager : Human Resources

F&G07/04/25 REPORT ON AUCTIONING OF MUNICIPAL OWNED PROPERTIES

Proposal 1:

That the recommendations remain as is.

Proposer: Cllr J White

Seconder: Cllr C Vanston

In favour of recommendations	Against recommendations
Cllr P Bester	Cllr K Andrews
Cllr L Davis	Cllr R Arends
Cllr S Sabbagh	Cllr B Charlie
Cllr H Stroebe	Cllr W Grootboom
Cllr L Tyokolo	Cllr M Khumelwana
Cllr A van Schalkwyk	Cllr N Louw
Cllr C Vanston	Cllr T Matika
Cllr J White	Cllr P Petros
Cllr S Campbell	Cllr M Gericke
Cllr M Willemse	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

Not present at time of voting	
None	
Did not vote	
None	

Proposal 2:

That the following properties be removed from recommendation [b]:

- ii) Erf 150 Karatara
- iii) Erf 535 Rheenendal

Proposer: Cllr N Louw

Seconder: Cllr M Gericke

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr P Bester
Cllr R Arends	Cllr L Davis
Cllr B Charlie	Cllr S Sabbagh
Cllr W Grootboom	Cllr H Stroebe
Cllr M Khumelwana	Cllr L Tyokolo
Cllr N Louw	Cllr A van Schalkwyk
Cllr T Matika	Cllr C Vanston
Cllr P Petros	Cllr J White
Cllr M Gericke	Cllr S Campbell
Not present at time of voting	
None	
Did not vote	
Cllr M Willemse	

Cllr White's proposal carried subject to [c] ii) price amended to R2 200 000

RESOLVED BY MAJORITY

- [a] That the report on the auctioning of municipal properties, be noted;
- [b] That the Municipal Council resolve to remove the following properties from the auction list:
 - i) Erf 3534, Knysna;
- [c] That the reserve prices for the auction properties be set as follows:
 - i) Erf 160, Buffalo Bay to be R 5 250 000;
 - ii) Erf 2463, Knysna to be R2 200 000;

- [d] That the final offers will be tabled to Council for consideration before the acceptance thereof.

File Number: 7/2/1/2

Execution : Director : Corporate Services

F&G08/04/25 REPORT BACK ON THE PROGRESS OF THE LAND AUDIT COMMITTEE

Proposal 1

That recommendation [b] be removed

Proposed: Cllr C Vanston

Seconded: Cllr A Van Schalkwyk

In favour of recommendations	Against recommendations
Cllr P Bester	Cllr K Andrews
Cllr L Davis	Cllr R Arends
Cllr S Sabbagh	Cllr B Charlie
Cllr L Tyokolo	Cllr W Grootboom
Cllr A van Schalkwyk	Cllr M Khumelwana
Cllr C Vanston	Cllr N Louw
Cllr J White	Cllr T Matika
Cllr M Willemse	Cllr P Petros
Cllr S Campbell	Cllr M Gericke
Not present at time of voting	
Did not vote	
Cllr H Stroebel	

Proposal

That the recommendations remain as is.

Proposed: Cllr N Louw

Seconded: Cllr M Gericke

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr P Bester
Cllr R Arends	Cllr L Davis
Cllr B Charlie	Cllr S Sabbagh
Cllr W Grootboom	Cllr L Tyokolo
Cllr M Khumelwana	Cllr A van Schalkwyk
Cllr N Louw	Cllr C Vanston
Cllr T Matika	Cllr J White

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

Cllr P Petros	Cllr M Willemse
Cllr M Gericke	Cllr S Campbell
ot present at time of voting	
Did not vote	
Cllr H Stroebel	

The Speaker used his casting vote and therefor Cllr Vanston's recommendation carried

RESOLVED BY MAJORITY

- [a] That the report and annexure with regards to the progress made by the Land Audit Committee, be noted;
- [b] That the Moratorium be lifted after the Council approval;
- [c] That each property be dealt with when ready; and
- [d] That all relevant Public Participation Processes to be followed.

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

F&G09/04/25 APPLICATION TO LEASE A PORTION OF THE REMAINDER OF ERF 1692, SEDGEFIELD – VINK INVESTMENTS PTY LTD (SEDFIELD SUPERSPAR)

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the request for lease agreement on a portion of the remainder of Erf 1692, Sedgfield adjacent to erven 4970 and 160, Sedgfield, be noted;
- [b] That the Municipal Council advertise for public comments and objections the intended leasing of a portion of the remainder of Erf 1692, Sedgfield to the adjacent owner of Erf 4970 and 160, Sedgfield; and
- [c] That a follow up item be submitted after the public participation process is completed.

File Number: 7/1/2/5
Execution: Municipal Manager
Director: Corporate Services

F&G10/04/25 APPLICATION TO PURCHASE ERF 5005, KNYSNA – SCHOONGEZICHT HOA

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the alienation of Erf 5005, Knysna, be noted;
- [b] That the application to purchase Erf 5005, Knysna from Schoongezicht Home Owners Association, not be approved; and
- [c] That the Administration attend to the breach of the contract with regards to the lease agreement with regards to the structures on a portion of Erf 5005, Knysna by Schoongezicht Home Owners Association.

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

F&G11/04/25 PROPOSAL TO EXTEND LEASE AGREEMENT ON ERF 209, BUFFALO BAY – BUFFALO BAY CARAVAN PARK

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's to consider a proposal from the Buffalo Bay Caravan Park (Pty) Ltd to extend their lease agreement on Erf 209, Buffalo Bay for a further five (5) years, be noted;
- [b] That the request to extend the lease agreement on Erf 209, Buffalo Bay for a further five (5) year period **not be approved**;
- [c] That the lease agreement with Buffalo Bay Caravan Park (Pty) Ltd on Erf 209, Buffalo Bay be extended for a period of 18 months as from 31 January 2026; and
- [d] That Buffalo Bay Caravan Park (Pty) Ltd be informed of the decision.

File Number: C. 71
Execution: Municipal Manager
Director: Corporate Services
Acting Head: Properties

**F&G13/04/25 REPORT ON THE TERMINATION OF LEASE AGREEMENT BETWEEN
KNYSNA MUNICIPALITY AND REQUEST TO ENTER INTO LONG TERM
LEASE AGREEMENT – PORTION OF ERF 240, KARATARA**

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the leasing of a portion of Erf 240, Karatara, be noted;
- [b] That the termination of the lease with Direct Solution for the leasing of a portion of Erf 240, Karatara, be noted;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that a portion of Erf 240, Karatara is a non-exempted capital asset;
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that a portion of Erf 240, Karatara is not a "high value" asset but that a public participation should be followed as the proposed lease is longer than 3 years;
- [e] That a report back item should be brought before the Municipal Council after the public participation process have been concluded.

File Number: C. 146
Execution: Municipal Manager
Director: Corporate Services
Acting Head: Properties

**F&G14/04/25 APPLICATION TO PURCHASE A PORTION OF ERF 2742, KNYSNA
ADJACENT TO ERVEN 2609, 9765 AND 9766, KNYSNA**

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the alienation of a portion Erf 2742, Knysna, be noted;
- [b] That in terms of the Knysna Municipality's Management of Immovable Property Policy the portion of Erf 2742, Knysna adjacent to erven 2609, 9765 and 9766, Knysna as applied for by the owner of Erf 2609, Knysna is classified as non-viable property;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that a portion of Erf 2742, Knysna, applied for is a non-exempted capital asset;
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that a portion of Erf 2742, Knysna is not a "high value" asset and that a public participation should be followed although not mandatory;

- [e] That the Municipal Council approves the advertising of the intended alienation of a portion of Erf 2742, Knysna adjacent to erven 2609, 9765 and 9766, Knysna;
- [f] That the Municipal manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 2742, Knysna, the cost should be for the applicant; and
- [g] That after the advertising period the matter must be resubmitted to the next section 80 (Corporate Service Committee).

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

F&G15/04/25 APPLICATION TO LEASE A PORTION OF ERF 228, BUFFALO BAY

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the application to lease a portion of Erf 228, Buffalo Bay, be noted,
- [b] That the application be refused;
- [c] That Council notes that the Administration will request the Credit Control and Debt Collection department to recover the arrear rental amount;
- [d] That Council notes that a Notice to vacate the property will be served on the applicant.
- [e] That the Dispute be resolved between Knysna Municipality and Garden Route District Municipality prior to calls for expression of interest to lease a Portion of ERF 288, Buffalo Bay.

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

F&G16/04/25 APPLICATION TO LEASE A PORTION OF ERVEN 1339, 1340 & 1342 KNYSNA ADJACENT ERF 1323 KNYSNA (METELERKAMP)

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the leasing of portion of Erven 1339, 1340 & 1342 Knysna adjacent to Erf 1323 Knysna be noted,
- [b] That in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, the Municipal manager appoint a Registered Professional Valuer to determine the fair market value of the

parking on a portion of Erven 1339, 1340 & 1342 Knysna adjacent to Erf 1323 Knysna at the applicant's cost,

- [c] That the Municipal Manager advertise the intended leasing of a portion of Erven 1339, 1340 & 1342 Knysna adjacent to Erf 1323 Knysna for parking purposes,
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that parking on a portion of Erven 1339, 1340 & 1342 Knysna adjacent to Erf 1323 Knysna, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the applicant be responsible for all tariff and costs related to leasing of parking on a portion of Erven 1339, 1340 & 1342 Knysna adjacent to Erf 1323 Knysna; and
- [f] That a follow up item be submitted after the public participation process.

File Number: 7/2/1/2

Execution: Director: Corporate Service

Acting Manager: Legal Services

Acting Head: Properties

**F&G17/04/25 APPLICATION TO PURCHASE A PORTION OF ERF 43, BUFFALO BAY
ADJACENT TO ERF 8**

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the alienation of a portion Erf 43, Buffalo Bay, be noted;
- [b] That in terms of the Knysna Municipality's Management of Immovable Property Policy the portion of Erf 43, Buffalo Bay adjacent to Erf 8, Buffalo Bay as applied by the owner of Erf 8, Buffalo Bay is classified as non-viable property;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that a portion of Erf 43, Buffalo Bay, applied for is a non-exempted capital asset;
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that a portion of Erf 43, Buffalo Bay is not a "high value" asset and that a public participation should be followed although not mandatory;
- [e] That Erf 43, Buffalo Bay is classified as "non-viable property";
- [f] That the Municipal Council confirms that Erf 43, Buffalo Bay is not "high value" asset and that a public participation process should be followed although not mandatory;

-
- [g] That the Municipal Council approves the advertising of the intended alienation of a portion of Erf 43, Buffalo Bay,
 - [h] That the applicant be responsible for all tariffs and costs related to the alienation of a portion of Erf 43, Buffalo Bay;
 - [i] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 43, Buffalo Bay, the cost should be for the applicant; and
 - [j] That a follow up item to be submitted after the public participation process is completed.

File Number: 7/2/1/2

Execution: Director: Corporate Services

F&G18/04/15 REPORT BACK ON APPLICATION FOR LEASE AGREEMENT – FOR A PORTION OF ERF 1316, KNYSNA ABUTTING ERF 3556, KNYSNA

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the request for lease agreement on a portion of Erf 1316, Knysna, be referred to the Mayoral Committee Meeting for discussion and that the Environmental Manager be invited to the Mayoral Committee to present the findings; and
- [b] That the report and annexure's regarding the request for lease agreement on a portion of Erf 1316, Knysna, be referred to the next Finance & Governance Sec 80 Meeting.

File Number: 7/1/2/5

Execution: Municipal Manager
Director: Corporate Services

F&G19/04/25 REPORT BACK ON APPLICATION TO PURCHASE A PORTION OF ERF 11336, (HORNLEE) KNYSNA ADJACENT TO ERF 20386, KNYSNA

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the alienation of a portion Erf 11336, Knysna, be noted;
- [b] That in terms of the Knysna Municipality's Management of Immovable Property Policy the portion of Erf 11336, Knysna adjacent to Erf 20386, Knysna as applied for by the owner of Erf 20386, Knysna is classified as non-viable property;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that a portion of Erf 11336, Knysna, applied for is a non-exempted capital asset;

-
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that a portion of Erf 11336, Knysna is not a “high value” asset and that a public participation should be followed although not mandatory;
 - [e] That the Municipal Council approves the advertising of the intended alienation of a portion of Erf 11336, Knysna adjacent to Erf 20386, Knysna, be noted;
 - [f] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 11336, Knysna, the cost should be for the applicant; and
 - [g] That after the advertising period the matter must be resubmitted to the next section 80 (Corporate Service Committee).

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

**F&G20/04/25 APPLICATION TO PURCHASE A PORTION OF ERF 14077, (RHOBLOLO)
KNYSNA ADJACENT TO ERVEN 21100 & 21101, KNYNSA**

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the alienation of a portion Erf 14077, Knysna, be noted;
- [b] That in terms of the Knysna Municipality's Management of Immovable Property Policy the portion of Erf 14077, Knysna adjacent to erven 21100 & 21101, Knysna as applied for by the owner of Erven 21100 & 21101, Knysna is classified as non-viable property;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that a portion of Erf 14077, Knysna, applied for is a non-exempted capital asset;
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that a portion of Erf 14077, Knysna is not a “high value” asset and that a public participation should be followed although not mandatory;
- [e] That the Municipal Council approves the advertising of the intended alienation of a portion of Erf 14077, Knysna adjacent to erven 21100 & 21101, Knysna, be noted;
- [f] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 14077, Knysna, the cost should be for the applicant; and

- [g] That after the advertising period the matter must be resubmitted to the next section 80 (Corporate Service Committee).

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

Cllr van Schalkwyk stepped out at 12:40

F&G21/04/25 REPORT BACK ON SKILLS DEVELOPMENT CENTRE – SOUTH CAPE COLLEGE (A PORTION OF ERVEN 568, 571 & 3801 KNYSNA)

UNANIMOUSLY RESOLVED

- [a] That the report and annexures regarding the request the Municipal Council to consider releasing more properties to be used by South Cape College, be noted;
- [b] That the advertising of the intended leasing of Erven 568, 571 and 3801, Knysna to South Cape College, be noted;
- [c] That it be noted that one objection was received during the advertising period;
- [d] That Council rescinds the following decisions taken at its meeting dated 22 August 2024:
- [c] *That Council approves the allocation of Erven 568 and 571, Knysna to the South Cape College Satellite campus in Knysna for a long-term lease agreement of 99 years on the following conditions:*
- *That the rental be R 1,200-00 per annum with no escalation;*
 - *That South Cape College should be responsible to pay all applicable municipal rates and services;*
 - *That dispute resolution mechanisms to settle disputes between the parties be included in the lease agreement;*
 - *That a periodic review be included in the lease agreement of once every three years; and*
 - *That should the South Cape College cease to exist, that the lease be cancelled, and the property be handed back to the Knysna Municipality;*
- [d] *That Council approves the allocation of a portion of Erf 3801, Knysna to the South Cape College Satellite Campus in Knysna for a long-term lease agreement of 99 years on the following conditions:*
- *That the rental be R 1,200-00 per month with no escalation;*
 - *That South Cape College should be responsible to pay all*

- applicable municipal rates and services;*
 - That dispute resolution mechanisms to settle disputes between the parties be included in the lease agreement;*
 - That a periodic review be included in the lease agreement of once every three years;*
 - That should the South Cape College cease to exist, that the lease be cancelled and the property be handed back to the Knysna Municipality;...*
- [e] That Council approves the alienation of a portion of Erf 3801, Knysna to the South Cape College Satellite Campus;
- [f] That the Municipal Manager be authorised to enter into negotiations with the Department of Public Works and Infrastructure to effect the necessary transactions to enable Knysna Municipality to do a land swap of their Erf 2659, Knysna for the alienation of the portion of Erf 3801, Knysna to be registered in favour of the South Cape College; and
- [g] That Council authorise the writing of a letter to South Cape College, informing them of a vacant portion of the land formerly occupied by Concordia Primary School, and offering its temporary use.

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

F&G22/04/25 APPLICATION TO LEASE A PORTION OF ERF 15865, (EDAMENI) KNYSNA

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the leasing of a portion of Erf 15865, Knysna, be noted;
- [b] That in terms of the Knysna Municipality's Management of Immovable Property Policy the portion of Erf 15865, Knysna is classified as non-viable property;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that a portion of Erf 15865, Knysna, applied for is a non-exempted capital asset;
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that a portion of Erf 15865, Knysna is not a "high value" asset and that a public participation should be followed although not mandatory;
- [e] That in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Manager appoint a Registered Professional Valuer to determine the fair market value for the leasing of a portion of Erf 15865, Knysna at the applicant's cost,

- [f] That the Municipal Council approves the advertising of the intended leasing of a portion of Erf 15865, Knysna,
- [g] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the portion of Erf 15865, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services;
- [h] That the applicant be responsible for all tariffs and costs related to the leasing of a portion of Erf 15865, Knysna; and
- [i] That a follow up item to be submitted after the public participation process is completed.

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

F&G23/04/25 APPLICATION TO PURCHASE A PORTION OF ERF 1339, KNYSNA – KINETIC CATAMARANS SA

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the alienation of a portion of Erf 1339, Knysna, be noted;
- [b] That in terms of the Knysna Municipality's Management of Immovable Property Policy, the portion of Erf 1339, Knysna as applied for by the Kiwisaffa Alliance Pty Ltd is classified as non-viable property;
- [c] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that the portion of Erf 1339, Knysna, applied for is a non-exempted capital asset;
- [d] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that Erf 1339, Knysna is not a "high value" asset and that a public participation should be followed although not mandatory;
- [e] That the Municipal Council approves the advertising of the intended alienation of a portion of Erf 1339, Knysna;
- [f] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of the portion of Erf 1339, Knysna, the cost should be for the applicant; and
- [g] That after the advertising period the matter must be resubmitted to the next section 80 (Corporate Service Committee).

File Number: 7/2/1/2
Execution: Municipal Manager

Director: Corporate Services
Acting Head: Properties

F&G24/04/25 REPORT BACK ON REMAINDER OF ERF, 1692 SEDGEFIELD

UNANIMOUSLY RESOLVED

- [a] That the report back on the vesting transfer of the Remainder of Erf 1692, Sedgefield, be noted;
- [b] That it be noted that a site visit was conducted on Tuesday, 24 August 2024, to the Remainder of Erf 1692, Sedgefield; and
- [c] That Council mandates the Municipal Manager to appoint an attorney on the current legal services panel, specialising in Planning Law, to effect the transfer of the portions of the Remainder of Erf 1692, Sedgefield as identified by the Surveyor-General as Public Road/Streets/Places into the name of Knysna Municipality.

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

ITEMS SUBMITTED TO THE MAYORAL COMMITTEE MEETING HELD ON 21 MAY 2025

M01/05/25 QUARTERLY SUPPLY CHAIN MANAGEMENT REPORT 01 JANUARY 2025 TO 31 MARCH 2025

UNANIMOUSLY RESOLVED

- [a] That the Quarterly Supply Chain Management Report for the period 01 January 2025 to 31 March 2025, be noted;
- [b] That all the irregular and deviation expenditure be noted and inform MPAC to investigate all the Irregular Expenditure of the third quarter of the 2024/25 financial year;
- [c] That appropriate recommendations be made where applicable to Council in relation to implementations of Supply Chain Management policy in the Municipality;
- [d] That Council approved internal process to escalate the matters to MPAC for further consideration, investigation, corrective action and consequences Management;
- [e] That MPAC must submit quarterly progress report and feedback on matters considered for condonation as unavoidable expenditure like sole suppliers and emergency procurement that meets requirements for deviations;

-
- [f] That MPAC investigate all the irregular expenditures as results of poor planning with deliberate intentions to contravene the SCM process of the Municipality and enforce consequences management; and
 - [g] That Supply Chain Management submit an item to MPAC on irregular expenditure for consideration and approval of Council.

File Number: 9/1/2/10

Execution: Director: Financial Services

M02/05/25 PERFORMANCE AGREEMENT OF SEC 56 SENIOR MANAGER FOR THE 2024/2025 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That Council takes note of the 2024/2025 Performance Agreement;
- [b] That Council notes that the Performance Agreement will be communicated to the MEC for Local Government, Environmental Affairs, and Development Planning in the Province and the National Minister for Co-operative Governance and Traditional Affairs;
- [c] That Council notes that electronic copies of the signed Performance Agreement will be published on the municipality website; and
- [d] Any change to the original Rewards Clause to be done with the addition of an addendum to the Performance Agreement;

File Number: 15/2/6/1/3

Execution: Municipal Manager
Senior Manager: Integrated Development
Plan/Intuitional Performance Management/Inter-
Governmental Relations

M03/05/25 PERFORMANCE AGREEMENT OF THE MUNICIPAL MANAGER FOR THE 2024/2025 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That Council takes note of the 2024/2025 Performance Agreement;
- [b] That Council notes that the Performance Agreement will be communicated to the MEC for Local Government, Environmental Affairs, and Development Planning in the Province and the National Minister for Co-operative Governance and Traditional Affairs; and
- [c] That Council notes that electronic copies of the signed Performance Agreement will be published on the municipality website.

File Number: 9/1/1/1

Execution: Office of the Executive Mayor

M04/05/25 AMENDED AND NEWLY SIGNED PERFORMANCE AGREEMENTS OF (SEC 56) SENIOR MANAGERS FOR THE 2024/2025 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That Council takes note of the 2024/2025 Amended and newly signed Performance Agreements;
- [b] That Council notes that the Amended and newly signed Performance Agreements will be communicated to the MEC for Local Government, Environmental Affairs, and Development Planning in the Province and the National Minister for Co-operative Governance and Traditional Affairs; and
- [c] That Council notes that electronic copies of the signed Performance Agreements will be published on the municipality website.

File Number: 15/2/6/1/3

Execution: Municipal Manager
 Senior Manager: Integrated Development
 Plan/Intuition Performance Management/Inter-
 Governmental Relations

M05/05/25 AMENDED PERFORMANCE AGREEMENT OF THE MUNICIPAL MANAGER FOR THE 2024/2025 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That Council takes note of the 2024/2025 Amended Performance Agreement;
- [b] That Council notes that the amended Performance Agreement will be communicated to the MEC for Local Government, Environmental Affairs, and Development Planning in the Province and the National Minister for Co-operative Governance and Traditional Affairs; and
- [c] That Council notes that electronic copies of the signed amended Performance Agreement will be published on the municipality website.

File Number: 9/1/1/1

Execution: Office of the Executive Mayor

M06/05/25 LOCAL GOVERNMENT STAFF REGULATIONS AS GAZETTED BY MINISTER OF COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS ON SEPTEMBER 2021

UNANIMOUSLY RESOLVED

That the presentation on the Local Government Staff Regulations as Gazetted by the Minister of Cooperative Governance & Traditional Affairs on September 2021, be noted.

File Number: 15/2/6/1/3

Execution: Director: Corporate Services

M07/05/25 DISCUSSION DOCUMENT ON THE REVIEW OF THE WHITE PAPER ON LOCAL GOVERNMENT

UNANIMOUSLY RESOLVED

- [a] That this Discussion Document on the Review of the White Paper on Local Government, be noted;
- [b] That the Discussion Document on Review White Paper on Local Government, be discussed; and
- [c] That the Mayoral Committee makes recommendation(s) to Council on the Discussion Document on Review of White Paper on Local Government.
- [d] That a workshop to be held in June for the Discussion Document on the Review of the White Paper on Local Government, DCOGTA to be invited to the workshop.

File Number: 15/2/6/1/3

Execution: Senior Manager: Integrated Development
Plan/Institutional Performance Management/Inter-
Governmental Relations

ITEMS SUBMITTED TO THE SPECIAL INFRASTRUCTURE COMMITTEE MEETING HELD ON 27 MAY 2025

SIS01/05/25 REPORT ON WATER SERVICES DEVELOPMENT PLAN (WSDP) FOR KNYSNA MUNICIPALITY

This item was dealt with at the meeting held on 30 May 2025.

Cllr Gericke stepped out at 13:20

13. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

C01/05/25 REPORT ON SETTLEMENT PROPOSAL UNDER CASE 122/2024 ANOUK EDWARDS N.O & OTHERS // KNYSNA MUNICIPALITY

UNANIMOUSLY RESOLVED

- [a] That the Report on the Settlement Proposal under Case 122/2024, Anouk Edwards N.O. & Others // Knysna Municipality, be noted;
- [b] That the Knysna Municipal Council approves a settlement amount of R252 318.25 in full and final settlement of Case 122/224, Anouk Edwards N.O. & Others // Knysna Municipality; and
- [c] That the Municipal Manager be authorised to enter into the settlement agreement as outlined in the Draft Settlement Proposal, as depicted in **Annexure B**, below:

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

IN THE HIGH COURT OF SOUTH AFRICA
(WESTERN CAPE DIVISION, CAPE TOWN)

H/C BOX 15

CASE NO: 5945/2024

In the matter between:

ANOUK EDWARDS N.O.

First Applicant

KATHERINE EDWARDS N.O.

Second Applicant

ELIZABETH DE VILLIERS N.O.

Third Applicant

RAYEDEN WHITFIELD N.O.

Fourth Applicant

(In their capacities as trustees for the time being of the
Albatros Property Trust (IT1926/95))

and

KNYSNA LOCAL MUNICIPALITY

Respondent

SETTLEMENT AGREEMENT

WHEREAS the Applicants instituted legal proceedings as against the Respondent in respect of which it sought payment in respect of damages for unlawful holding over and damages being the reasonable costs to reinstate the leased premises in the sums of R332 750.78 plus VAT together with R142 540.40 respectively;

AND WHEREAS the Respondent defended the action;

AND WHEREAS the parties have engaged in settlement discussions and have agreed to resolve the matter;

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

NOW THEREFORE IT IS AGREED AS FOLLOWS:

1. Respondent agrees and admits that it is indebted to the Plaintiff in the following sums:
 - 1.1. Damages for holding over for 10 days calculated at R10 733.90 per day which amounts to R107 339.00 together with VAT thereon at 15% being calculated, totalling R16 100.85 = R123 439.85;
 - 1.2. Payment of the amount for the cutting of new keys at R500.00 plus VAT = R575.00;
 - 1.3. Payment in the sum of R6 014.50 for the replacement of keys and locks;
 - 1.4. Payment in the sum of R122 288.90 for the replacement of the vinyl flooring;
2. Payment of the aforesaid sums, totalling R252 318.25 will be made within 7 days of signature of this settlement agreement directly into the bank account of the Trust.
3. Each party shall pay their own legal costs.
4. This settlement agreement is in full and final settlement of all and any claims that the parties may have against each other.
5. The parties agree that this settlement agreement may be made an Order of Court at the instance of either party.

DATED AT _____ THIS _____ DAY OF APRIL 2025

AS WITNESSES:

1. _____

Duly authorised for and on behalf of

File Number : 9/1/2/14
Execution : Municipal Manager
Director: Corporate Services
Acting Manager: Legal Services

Cllr Khumelwana stepped out at 13:25
Cllr Gericke returned at 13:25
Cllr Khumelwana returned 13:27

C02/05/25 AUDIT COMMITTEE OVERSIGHT REPORT TO COUNCIL

UNANIMOUSLY RESOLVED

- [a] That the Audit Committee Oversight Report, be noted;
- [b] That the Committee recommends this report to the Council for implementation of specific recommendations under each section, by management;
- [c] The following specific recommendations are made:
 - i. That the municipality develops a policy register which tracks the last review and intended review dates of policies'
 - ii. The Committee recommends that Ms. Labuschagne be considered in the appointment as the independent risk committee chairperson;
 - iii. The Committee further advises that Management submit detailed reports and supporting evidence to MPAC to enable effective investigations; and
- [d] That Council refers the Oversight Report to MPAC for monitoring implementation of recommendations.

File Number: 9/1/2/14
Execution: Municipal Manager
Chief Audit Executive
All Directors
Manager: IDP & PMS
Chief Risk Officer
MPAC

C03/05/25 REVISED MUNICIPAL INFRASTRUCTURE GRANT (MIG): DETAILED PROJECT IMPLEMENTATION PLAN (DPIP) FOR 2024/2025 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That the Report on the Revised MIG: DPIP for the 2024/2025 Financial Year, be noted; and
- [b] That the Council approves the revised 2024/2025 Municipal Infrastructure Grant (MIG) Detailed Project Implementation Plan (DPIP), as submitted.

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

C04/05/25 MUNICIPAL INFRASTRUCTURE GRANT (MIG): DETAILED PROJECT IMPLEMENTATION PLAN (DPIP) FOR 2025/2026 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That the Report on the Municipal Infrastructure Grant (MIG): Detailed Project Implementation Plan (DPIP) for 2025/2026 Financial Year, be noted; and
- [b] That Council approves the final 2025/2026 Municipal Infrastructure Grant (MIG) Detailed Project Implementation Plan (DPIP) for submission to the Department of Cooperative Governance (CoGTA).

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

C05/05/25 KNYSNA MUNICIPALITY: REVISED 2025/2026 INTEGRATED DEVELOPMENT PLAN (IDP)

This item was dealt with at the meeting held on 30 May 2025.

C06/05/25 REPORT ON WATER SERVICES DEVELOPMENT PLAN (WSDP) FOR KNYNSNA MUNICIPALITY

UNANIMOUSLY RESOLVED

- [a] That the Report on Water Services Development Plan (WSDP) for Knysna Municipality, be noted; and
- [b] The Knysna Municipality Water Services Development Plan (WSDP) be approved by Council.

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

C07/05/25 MSCOA IMPLEMENTATION AND COMPLIANCE

UNANIMOUSLY RESOLVED

- [a] That Council takes note of the current status of the *m*SCOA implementation and compliance;
- [b] That Council takes note of the *m*SCOA Roadmap;
- [c] That all officials involved in the *m*scoa implementation and compliance take full responsibility and accountability of their *m*SCOA functions; and
- [d] That all officials involved in the *m*SCOA implementation and compliance attend all *m*SCOA Steering Committees and *m*SCOA training programmes.

File Number: 9/1/2/10
Execution: Director: Financial Services
Senior Manager: Financial Management Services
mSCOA Business Process Leads

Cllr van Schalkwyk returned at 13:35

C08/05/25 SERVICE LEVEL AGREEMENT REGIONAL WASTE MANAGEMENT FACILITY

UNANIMOUSLY RESOLVED

That the item on the Service Level Agreement Regional Waste Management Facility be Withdrawn and be referred to the next Council Meeting.

C09/05/25 2024/2025 AMENDED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

UNANIMOUSLY RESOLVED

- [a] That the Report on the 2024/2025 Amended Service Delivery and Budget Implementation Plan (SDBIP), be noted; and
- [b] That Council approves the Amended 2024/2025 Service Delivery and Budget Implementation Plan (SDBIP) based on the 2024/2025 adjustments budget and audited performance reports.

File Number: 9/1/2/14
Execution: Municipal Manager

C10/05/25 2025/2026 DRAFT SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

UNANIMOUSLY RESOLVED

That the Report on the 2025/2026 Draft Service Delivery and Budget Implementation Plan (SDBIP), be noted.

File Number: 9/1/2/14
Execution: Municipal Manager

C11/05/25 DISPOSAL OF IMMOVABLE PROPERTIES

This item will be dealt with after consideration of item 13.12

*Cllr Matika stepped out at 11:15
Cllr Khumelwana stepped out at 11:15
Cllr Louw stepped out at 11:15
Cllr Charlie stepped out at 11:16
Cllr Louw returned at 11:23
Cllr Matika returned at 11:24
Cllr Andrews stepped out at 11:24
Cllr Khumelwana returned to 11:31*

*Cllr Andrews returned at 11:37
Cllr Davis stepped out at 11:45
Cllr Charlie returned at 11:50*

Body break 11:50 until 12:17

*Cllr Gericke stepped out at 13:44
Cllr Gericke returned at 13:52
Cllr Petros stepped out at 14:21*

Cllr Davis left the meeting at 14:30 with permission of the Speaker and joined on MSTeams.

Body break from 14:30 until 15:02

Proposal 1:

That a Comprehensive report including the history and payments made on Erf 150, Karatara be submitted to a Special Finance & Governance Committee Meeting.

That a Comprehensive report on the alleged sale of Erf 535, Rheenendal, be submitted to a Special Finance & Governance Committee Meeting.

Proposer: Cllr S Campbell

Seconder: Cllr C Vanston

UNANIMOUSLY RESOLVED

- [a] That the Report on the Disposal of Immovable Properties, be noted;
- [b] That Council takes note of the final report received from Riley Auctioneer's, dated 21 May 2025;
- [c] That Council accept the offer of
 - (i) Erf 160 Buffalo Bay: R16 200 000.00
- [d] That a Comprehensive report including the history and payments made on Erf 150, Karatara be submitted to a Special Finance & Governance Committee Meeting; and
- [e] That a Comprehensive report on the alleged sale of Erf 535, Rheenendal, be submitted to a Special Finance & Governance Committee Meeting.

File Number: 9/1/2/10

Execution: Director: Financial Services
Director: Corporate Services

C12/05/25 APPROVAL OF FINAL ANNUAL BUDGET 2025/2026-2027/2028

This item will be dealt with as the first item

EFF Caucus from 09:40 until 09:56

Cllr Khumelwana stepped out at 10:16

Cllr Khumelwana returned at 10:18

Cllr Campbell stepped out at 11:09

Cllr Campbell returned at 11:12

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr A van Schalkwyk
Cllr R Arends	Cllr S Sabbagh
Cllr B Charlie	Cllr H Stroebel
Cllr W Grootboom	Cllr L Tyokolo
Cllr M Khumelwana	Cllr C Vanston
Cllr N Louw	Cllr J White
Cllr T Matika	Cllr L Davis
Cllr P Petros	Cllr P Bester
Cllr M Gericke	
Cllr M Willemse	
Cllr S Campbell	
Not present at time of voting	
None	
Did not vote	
None	

RESOLVED BY MAJORITY

- [a] Council approves the Tabled 2025/2026 – 2027/2028 Medium Term Revenue and Expenditure Framework (MTREF) Report;
- [b] Council approves the operating revenue budget of R 1,497,091,229 for the 2025/2026 financial year as set out in **Table 2** of the MTREF Report;
- [c] Council approves the operating expenditure budget of R 1,263,357,574 for the 2025/2026 financial year as set out in **Table 3** of the MTREF Report;
- [d] Council takes note of the operating budget surplus of R 233,733,655 for the 2025/2026 financial year as set out in **Table 4** of the MTREF Report;
- [e] Council approves the capital expenditure budget of R 172,584,854 for the 2025/2026 financial year as set out in **Table 5** of the MTREF Report;

- [f] Council approves the capital expenditure budget funding sources of R 172,584,854 for the 2025/2026 financial year as set out in **Table 6** of the MTREF Report;
- [g] Council takes note of the nett budget surplus of R 61,148,801 for the 2025/2026 financial year as set out in **Table 4** of the MTREF Report;
- [h] Council approves the following revenue increases for the main five revenue sources with effect from 1 July 2025 –

Main Service	Final Budget
Property Rates	4.3%
Service charges: Electricity - Business	13%
Service charges: Electricity - Domestic	16%
Service charges: Water	4.3%
Service charges: Sanitation	70% of water consumption for all consumers Domestic Consumers threshold is set to a Maximum consumption limited to 35kl and Businesses and other consumers have no limit. If the charge is below consumption the basic charge plus 4,3% will apply Indigent customers are exempt from this tariff
Service charges: Refuse	20%
Other	4.3%

- [i] Council approves the annual budget of Knysna Municipality for the 2025/2026 financial year as well as the indicative budgets for the two outer financial years, as presented in the new mSCOA version 6.9 Schedules A1 to A10 and Supporting Schedules SA1 to SA38, attached as **Annexure A**;
- [j] Council takes note of the revenue increases for property rates, service charges and fees contained in the Tariff Book, attached as **Annexure B**;
- [k] Council takes note of the Line-Item Capital Budget per Directorate and funding source. **Annexure C**;
- [l] Council takes note of the Line-Item Operating Budget per Directorate. **Annexure D**;
- [m] Council takes note of the proposed total cost-to-municipality expenses for the salary, allowances and benefits of the Political Office Bearers, Municipal Manager, Chief Financial Officer, Senior Managers and other officials with a remuneration package greater than or equal to that of a

Senior Manager, as contained in **Tabled 5.5.1-5.5.4** of the 2025/2026 MTREF Budget Report;

[n] Council takes note of Directorate budget performance provided in **Table 4.1-4.8** of the report;

[o] Council approves following reviewed budget-related policies of Knysna Municipality for the 2025/2026 financial year, attached as **Annexure F**:

Row	Policies
1	Asset Management Policy
2	Borrowing-Policy
3	Budget Policy
4	Cash Management and Investment Policy
5	Contract Management Policy
6	Cost Containment Policy
7	Customer Care Credit Control Debt Collection Indigent and Tampering Policy
8	Disposal policy update
9	Draft Tariff Policy
10	Funding and reserves Policy
11	Insurance Management policy
12	Knysna Inventory Management Policies and Procedures
13	Knysna Municipality Preferential Procurement Policy
14	Knysna SCM Policy
15	Long Term Financial Plan Policy
16	Petty cash policy
17	Policy Governing Planning and Approval of Capital Projects
18	Property Rates Policy
19	Special Rating Policy
20	Unauthorised, Irregular or Fruitless and Wasteful expenditure Policy
21	Virement Policy
22	Writing Off of Irrecoverable Debt Policy

[p] Council to note Service Level Standards **Annexure G**;

[q] Council to note the National Treasury's Cost Reflective Tariff Tool **Annexure H**;

[r] Council to note the Long Term Financial Plan **Annexure J**;

[s] Council to note the Procurement Plan **Annexure K**.

[t] Reallocate R1m from the New Clearvu Fence (Hunters Home Cemetery) to fund Road Infrastructure in Gordon Street, Ward 10.

[u] Reallocate R1.2m from the Khayaletu Fire Station towards the Piloting of Septic Tanks.

[v] Reallocate R500k from the Khayaletu Fire Station to Ward 7 - Sewer Infrastructure.

[w] Reallocate R500k from the Khayaletu Fire Station to Khayaletu Subsoil Drain.

- [x] The tariffs for Encroachment Fees must be market related and not fixed.
- [y] Prior to accessing the Borrowings of R40m to fund smart meters, a report must first be submitted to Council detailing the outcome of the pilot project in order for Council to approve / reject the accessing of the Borrowings.

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

C13/05/25 SCARCE SKILLS ALLOWANCE PAID TO SENIOR MANAGEMENT

That the Item on the Original Agenda was withdrawn and replaced with item S29 Adjustments Budget – 2024/2025 (May 2025)

C13/05/25 S29 ADJUSTMENTS BUDGET – 2024/2025 (MAY 2025)

UNANIMOUSLY RESOLVED

- [a] That the total revenue of R 1,351 141 292 (capital grants included) approved by Council in April 2025 stays the same as in Table 1 of the 2024/2025 Adjustments Budget Report.
- [b] That the operating expenditure of R 1,177 383 778 approved by Council in April 2025 be increased by R 15 million to R1 192 383 778 for the 2024/2025 financial year as presented in Table 2 of the 2024/2025 Adjustments Budget Report
- [c] That the total surplus of R 173,757,514 (capital grants included) approved by Council in April 2025 be decrease by R 15 million to R 158,757,514 for the 2024/2025 financial year as presented in Table 3 of the 2024/2025 Adjustments Budget Report.
- [d] That Council takes note that no taxes and tariffs are affected by the approval of this revised adjustments budget;
- [e] That Schedules B1 to B10, attached as to the 2024/2025 Adjustments Budget Report, be approved by Council
- [f] That the Service Delivery Budget Implementation Plan (SDBIP) be adjusted accordingly
- [g] That the Adjustments Budget Report for 2024/2025 be submitted to the National Treasury and the Western Cape Provincial Treasury; and
- [h] That the Adjustments Budget Report for 2024/2025 be published on the municipal website and relevant print media

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

C14/05/25 PERFORMANCE AGREEMENT OF DIRECTOR INTEGRATED HUMAN SETTLEMENTS FOR THE 2024/2025 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That Council notes the below inclusion and changes affecting the current Performance Agreement of the Director Integrated Human Settlements: Dr R Martin; and
- [b] That the Amendments sets out on pages 15 and 22-24 below, be approved:

9.1.4 On the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and

9.1.5 Make available to the Employee such resources as the Employee may reasonably require from time to time assisting him to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

10.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others-

10.1.1 A direct effect on the performance of any of the Employee's functions;

10.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and

10.1.3 A substantial financial effect on the Employer.

10.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in clause 12.1 as soon as is practicable to enable the Employee to take any necessary action with delay.

11. REWARD

11.1 The evaluation of the Employee's performance will form the basis for acknowledging outstanding performance or correcting unacceptable performance;

11.2 The Employer will submit the results of the annual assessment and the scoring report of the Employee, to full Council for information purposes;

11.3 In the event of the Employee terminating his service during the validity period of their agreement, the Employee's performance will be evaluated for the portion during which he/she was employed and will be entitled to a pro-rata performance bonus based on his evaluated performance for the period of actual service,

11.4 The employer will submit the results of the annual assessment and scoring report to the MEC responsible for Local Government; and

11.5 A performance bonus may be considered based on the following scheme:

Handwritten signature and initials, including a large circular mark and the letters 'L.M.' and 'R.M.'.

**C15/05/25 REPORT ON KNYSNA MUNICIPALITY ACTION PLAN – DIRECTIVES
AND NON-COMPLIANCE NOTICES**

This item was dealt with at the meeting held on 30 May 2025.

**C16/05/25 REQUEST FOR VIREMENT TO COMPLETE SURFACING OF GRAVEL
ROADS – PHASE 2A (BALIE AND DF SETHOSA STREET)**

RESOLVED BY MAJORITY

- [a] That the Report on the Request for Virement to complete surfacing of gravel roads – Phase 2a (Balie and DF Sethosa Street), be noted; and
- [b] That Council approves the virement to enable the completion of the Surfacing of Gravel Roads – Phase 2 (Balie and DF Sethosa Street) project.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services

The following Councillors requested their votes against the resolution:

*Cllr Campbell
Cllr White
Cllr Vanston
Cllr van Schalkwyk
Cllr Bester
Cllr Stroebe
Cllr Davis
Cllr Sabbagh*

**C17/05/25 RECONSTITUTION OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
(MPAC)**

PBI Caucus from 15:55 until 15:58

Proposal 1:

That Cllr Davis be appointed as the MPAC Chairperson.

Proposer: Cllr J White

Seconder: Cllr C Vanston

In favour of recommendations	Against recommendations
Cllr A van Schalkwyk	Cllr K Andrews
Cllr S Sabbagh	Cllr R Arends
Cllr H Stroebe	Cllr B Charlie
Cllr C Vanston	Cllr W Grootboom
Cllr J White	Cllr M Khumelwana
Cllr L Davis	Cllr N Louw
Cllr P Bester	Cllr T Matika

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

	Cllr P Petros
	Cllr M Gericke
	Cllr M Willemse
	Cllr S Campbell
Not present at time of voting	
None	
Did not vote	
Cllr L Tyokolo	

Proposal 1:

That Cllr Campbell be appointed as the MPAC Chairperson.

Proposer: Cllr W Grootboom

Seconder: Cllr B Charlie

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr A van Schalkwyk
Cllr R Arends	Cllr S Sabbagh
Cllr B Charlie	Cllr H Stroebe
Cllr W Grootboom	Cllr C Vanston
Cllr M Khumelwana	Cllr J White
Cllr N Louw	Cllr L Davis
Cllr T Matika	Cllr P Bester
Cllr P Petros	
Cllr M Gericke	
Cllr M Willemse	
Cllr S Campbell	
Not present at time of voting	
None	
Did not vote	
Cllr L Tyokolo	

Cllr Grootboom's proposal carried

Proposal 3:

That Cllr Grootboom be appointed as an MPAC member.

Proposer: Cllr T Matika

Seconder: Cllr K Andrews

In favour of recommendations	Against recommendations
Cllr K Andrews	Cllr A van Schalkwyk
Cllr R Arends	Cllr S Sabbagh
Cllr B Charlie	Cllr H Stroebe

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

Cllr W Grootboom	Cllr C Vanston
Cllr M Khumelwana	Cllr J White
Cllr N Louw	Cllr L Davis
Cllr T Matika	Cllr P Bester
Cllr P Petros	
Cllr M Gericke	
Cllr M Willemse	
Cllr S Campbell	
Not present at time of voting	
None	
Did not vote	
Cllr L Tyokolo	

Proposal 4:

That Cllr Sabbagh be appointed as an MPAC member

Proposer: Cllr J White

Seconder: Cllr C Vanston

In favour of recommendations	Against recommendations
Cllr A van Schalkwyk	Cllr K Andrews
Cllr S Sabbagh	Cllr R Arends
Cllr H Stroebe	Cllr B Charlie
Cllr C Vanston	Cllr W Grootboom
Cllr J White	Cllr M Khumelwana
Cllr L Davis	Cllr N Louw
Cllr P Bester	Cllr T Matika
	Cllr P Petros
	Cllr M Gericke
	Cllr M Willemse
	Cllr S Campbell
Not present at time of voting	
None	
Did not vote	
Cllr L Tyokolo	

RESOLVED BY MAJORITY

- [a] That the report regarding the reconstitution of the MPAC be noted.
- [b] That in terms of Section 3.6 of the MPAC Terms of Reference, Cllr W Grootboom be appointed as an MPAC member; and
- [c] That in terms of Section 2.5 of the MPAC Terms of Reference, Cllr S Campbell be appointed as the MPAC Chairperson.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services
Manager: Administration

C17/05/25 STRUCTURING OF THE MUNICIPAL COUNCIL : APPOINTMENT OF MEMBERS TO COMMITTEES

UNANIMOUSLY RESOLVED

- [a] That the report regarding the appointment of members to Committees be noted;
- [b] That in terms of Section 79 of the Local Government: Municipal Structures Act, 1998, as amended, the following vacancies on the Portfolio Committees be filled as envisaged in Section 80 of the Act mentioned herein:

Community Services Committee

Chairperson: (Vacant)
Members: Cllr B Charlie
Cllr P Petros
Cllr M Gericke
Cllr A Van Schalkwyk
Cllr C Vanston
Cllr R Arends

Integrated Human Settlements Committee

Chairperson: Cllr N Louw
Members: Cllr M Khumelwana
Cllr B Charlie
Cllr R Arends
Cllr P Petros
Cllr L Davis
Cllr H Stroebel

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

Cllr Louw left the meeting at 16:16 with permission from the Speaker

14. ITEMS FOR NOTING

THE MAYORAL COMMITTEE NOTED THE FOLLOWING RESOLUTIONS: 21 MAY 2025

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD ON 16 APRIL 2025**

**IS01/04/25 REPORT ON REQUEST FOR INFORMATION ON WATER SERVICES
INTERMEDIARIES (WSI)**

UNANIMOUSLY RESOLVED

That the Report on Request for information on Water Services Intermediaries (WSI), be noted.

File Number: 9/1/2/1

Execution: Manager: Water & Sewer

IS02/04/25 EXPENDITURE OF THE MAIN STREET MAINTENANCE GRANT 2024-2025

UNANIMOUSLY RESOLVED

That the Report on the Expenditure of the Main Street Maintenance Grant 2024-2025, be noted.

File Number: 9/1/2/1

Execution: Manager Public Works

**IS03/04/25 MUNICIPAL STRATEGIC SELF-ASSESSMENT (MUSSA) REPORT:
KNYSNA MUNICIPALITY**

UNANIMOUSLY RESOLVED

That the Municipal Strategic Self-Assessment (MUSSA) Report: Knysna Municipality, be noted.

File Number: 9/1/2/1

Execution: Manager: Water & Sewer

**IS04/04/25 DRAFT REVISED COMPULSORY NATIONAL WATER AND SANITATION
SERVICES NORMS AND STANDARDS IN TERMS OF SECTION 9 (1) OF THE
WATER SERVICES ACT, ACT NO 108 OF 1997**

UNANIMOUSLY RESOLVED

That the Draft Revised Compulsory National Water and Sanitation Services Norms and Standards in terms of Section 9 (1) of the Water Services Act, No 108 of 1997, be noted.

File Number: 1/2/1

Execution: Manager Water & Sewer

**IS05/04/25 ANNUAL WATER SERVICES DEVELOPMENT PLAN PERFORMANCE
AND WATER SERVICES AUDIT REPORT 2023/2024**

UNANIMOUSLY RESOLVED

That the Annual Water Services Development Plan Performance and Water Services Audit Report 2023/2024, be amended.

File Number: 9/1/2/1

Execution: Manager Water & Sewer

**IS06/04/25 REPORT ON THE OPERATIONS AND MAINTENANCE FOR WATER AND
SEWER – JANUARY AND FEBRUARY 2025**

UNANIMOUSLY RESOLVED

That the Report on the Operations and Maintenance for Water and Sewer for the period January and February 2025, be noted.

File Number: 9/1/2/1

Execution: Manager Water & Sewer

**IS07/04/25 ELECTRICAL & MECHANICAL SERVICES KNYSNA MUNICIPAL FLEET
FROM JANUARY TO FEBRUARY 2025**

UNANIMOUSLY RESOLVED

That the Report on the Electrical and Mechanical Services for the Knysna Municipal fleet from January to February 2025, be noted.

File Number: 9/1/2/1

Execution: Manager PMU

IS09/04/25 PROJECTS PROGRESS REPORT – JANUARY TO FEBRUARY 2025

UNANIMOUSLY RESOLVED

That the Projects Progress Report for the period January to February 2025, be noted.

File Number: 9/1/2/1

Execution: Manager PMU

**IS11/04/25 ELECTRICAL & MECHANICAL DEPARTMENT CAPITAL PROJECT
REPORT FROM JANUARY TO FEBRUARY 2025**

UNANIMOUSLY RESOLVED

That the contents of the Electrical & Mechanical Department Capital Project report from January to February 2025, be noted.

File Number: 9/1/2/1

Execution: Manager PMU

ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 17 APRIL 2025

C05/04/25 THE YEARBEYOND PROGRAMME

UNANIMOUSLY RESOLVED

That the Yearbeyond Programme, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT & TOURISM COMMITTEE MEETING HELD ON 22 APRIL 2025

P02/04/25 EXPANDED PUBLIC WORKS PROGRAMME PERFORMANCE REPORT FOR QUARTER 3: JANUARY TO MARCH 2025

UNANIMOUSLY RESOLVED

That the Expanded Public Works Programme Performance Report for Quarter 3: January to March 2025, be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development and Tourism
 Manager: Economic Development

P04/04/25 BUILDING CONTROL REPORT FOR THE PERIOD OF JANUARY TO MARCH 2025

UNANIMOUSLY RESOLVED

That the Building Control Division Performance Report for the period January to March 2025, be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development and Tourism
 Manager: Building Control

P05/04/25 LAND USE MANAGEMENT DIVISION JANUARY 2025 TO MARCH 2025

UNANIMOUSLY RESOLVED

That the Land Use Management Departmental report for the period January 2025 to March 2025 be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development and Tourism
 Manager: Land Use Management

**P07/04/25 REPORT ON THE REGIONAL INVESTMENT CONFERENCE HELD ON THE
15 NOVEMBER 2024 AT THE KNYSNA PREMIER HOTEL**

UNANIMOUSLY RESOLVED

That Planning and Economic Development committee notes the Regional Investment Conference report that was held on the 15 November 2024.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development and Tourism
 Manager: Economic Development

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
HELD ON 24 APRIL 2025 (FINANCE ITEMS)**

F&G02/04/25 QUARTERLY INSURANCE REPORT – QUARTER 3 OF 2024/2025

UNANIMOUSLY RESOLVED

That the Quarterly Insurance Report for the Quarter 3 ending March 2025, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
HELD ON 7 MAY 2025 (CORPORATE ITEMS)**

**F&G02/04/25 QUARTER 3 REPORT ON LEGAL MATTERS : 1 JANUARY 2025 TO 31
MARCH 2025**

UNANIMOUSLY RESOLVED

That the Quarter 3 Report on Legal Matters for the period January – 31 March 2025, be noted.

File Number: 9/1/2/9

Execution : Director : Corporate Services
 Manager: Legal Services

**F&G03/04/25 PUBLIC PARTICIPATION QUARTERLY REPORT JANUARY – MARCH
2025**

UNANIMOUSLY RESOLVED

That the report of the Public Participation Unit for January – March 2025 as received from the Director: Corporate Services be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services
 Manager: Public Participation

F&G04/04/25 RECORDS MANAGEMENT AUDIT REPORT AND ACTION PLAN

UNANIMOUSLY RESOLVED

- [a] That the report of the Records Management Audit be noted; and
- [b] That the Records Management Action Plan that was submitted to the Western Cape Archives and Records Services on 7 March 2025 be noted.

File number: 9/1/2/9
Execution: Director: Corporate Services
Manager : Administration

F&G05/04/25 ICT SECTION 80 REPORT FOR APRIL 2025

UNANIMOUSLY RESOLVED

The ICT report for April submitted by the Director : Corporate Services (ICT), be noted.

File number: 9/1/2/10
Execution: Director: Corporate Services
Manager : Information Technology

F&G06/04/25 HR QUARTERLY REPORT FOR THE MONTHS OF FEBRUARY 2025 TO MARCH 2025

UNANIMOUSLY RESOLVED

That the quarterly report for Human Resources for the month of February 2025 to March 2025, be noted.

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

ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 7 MAY 2025 (CORPORATE ITEMS)

F&G12/04/25 REPORT ON CONCLUSION OF LEASE AGREEMENT – SEDGEFIELD POST OFFICE – BUILDING ON A PORTION OF ERF 5009 (2030) SEDGEFIELD

UNANIMOUSLY RESOLVED

That the on the conclusion of the lease agreement between Knysna Municipality and the South African Post Office a Portion of Erf 5009, Sedgfield, enclosed as Annexure "A", be noted.

File Number: 7/2/1/2
Execution: Municipal Manager
Director: Corporate Service

F&G25/04/25 EMPLOYMENT EQUITY PLAN AND REPORT

UNANIMOUSLY RESOLVED

That the submission of the annual Employment Equity Report and the Employment Equity Plan for 2024 to 2027, be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services

15. IN COMMITTEE ITEMS (SEE SEPARATE AGENDA)

16. Consideration of Questions

None

17. Considerations of Motion

None

18. Consideration of Motions of Exigency

None

19. ADJOURNMENT

The Speaker thanked everyone for their contribution and the meeting be adjourned at 16:23.

Approved :

Cllr. M S Willemse

.....
Speaker

.....
Date

-oOo-

8.3 **MINUTES OF THE SPECIAL COUNCIL MEETING: 26 JUNE 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 26 June 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Thursday, 26 June 2025 at 10:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr Willemse, M [KIM]
Executive Mayor, Cllr T Matika [ANC]
Deputy Executive Mayor, Cllr M Gericke [PA]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA] (virtual)
Cllr Campbell, S [KIM]
Cllr Charlie, B [PA]
Cllr Davis, L V [DA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebel, H [DA] (virtual)
Cllr Tyokolo, L [DA]
Cllr Van Schalkwyk, A [DA]
Cllr Vanston, C [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Martin, R	Director : Integrated Human Settlements (virtual)
Wesso, R	Director : Infrastructure Services
Van Wyk, M	Acting Director: Financial Services
Douglas, J	Director: Community Services
Smit, H	Manager : Town Planning (virtual)
Botha, C	Manager: Administration (virtual)
Chordnum, C	Senior Manager: IDP/IPMS/IGR
Campher, E	MPAC Co-ordinator
Botha, M	Acting Manager: Legal Services
Lakay, J	Head : Council Committees and Cllr Support
Burger, T	Committee Officer (for attendance register)

AUDIT COMMITTEE

The meeting was streamed live on YouTube.

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr P Petros opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Eighteen Councillors present
Two Vacancies – Ward 3 & Ward 8

3.2 Councillors Absent with Leave

Cllr Grootboom, W [PA]

3.3 Councillors absent without Leave

None

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL

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

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

SC01/06/25 APPOINTMENT OF REPRESENTATIVES ON SALGA WESTERN CAPE WORKING GROUPS

UNANIMOUSLY RESOLVED

[a] That the following Councillors be appointed as the official representatives and secondi/alternates of the Knysna Municipality on the relevant Working Groups of SALGA :

SALGA WORKING GROUPS		Official Representative	Secondi/Alternate
1.	Municipal Capability and Institutional Resilience	Cllr K Andrews	Cllr L Tyokolo
2.	Community Development and Security	Cllr R Arends	Cllr C Vanston
3.	Governance and Intergovernmental Relations	Cllr N Louw	Cllr S Sabbagh
4.	Economic Development and Job Creation	Cllr S Sabbagh	Cllr L Tyokolo
5.	Electricity and Energy, and Public Works	Cllr M Khumelwana	Cllr P Bester
6.	Water and Sanitation	Cllr B Charlie	Cllr S Sabbagh / Cllr P Bester
7.	Human Settlements and Urban Agenda	Cllr N Louw	Cllr L Davis
8.	Health	Cllr P Petros	Cllr C Vanston
9.	Emergency Services and Disaster Management	Cllr W Grootboom	Cllr A Van Schalkwyk
10.	Municipal Finance and Fiscal Policy	Cllr K Andrews	Cllr S Sabbagh
11.	Municipal Digital Solutions	Cllr L Tyokolo	Cllr A Van Schalkwyk
12.	Public Transport and Roads	Cllr B Charlie	Cllr C Vanston

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

13.	Environmental Management and Climate Resilience	Cllr J White	Cllr L Tyokolo
14.	Development Planning and Rural Development	Cllr M Gericke	Cllr J White

[b] That it be noted that SALGA will only pay the applicable sitting allowance and Subsistence and Travel Allowance, to the representatives and if applicable, to the secondi/alternates mentioned in [a] above; and

[c] That it be noted that the representatives mentioned in [a] and if applicable [b] above will not receive any Subsistence and Travel Allowances from Knysna Municipality for attending the Working Groups, Provincial and National Executive Committee meetings of SALGA.

File Number : 9/1/2/9

Execution : Director : Corporate Services

Manager : Administration Services

SC02/06/25 KNYSNA MUNICIPALITY AMENDMENT OF REVIEWED 2025/2026 INTEGRATED DEVELOPMENT PLAN

UNANIMOUSLY RESOLVED

- [a] That Council approve the proposal to amend the 2025/2026 IDP;
- [b] That a letter be prepared to inform the Garden Route District Municipality about Council's intention to Amend the Council Adopted Reviewed 2025/2026 IDP; and
- [c] That a notice is published for public comment for a period of at least 21 days about proposed amendments to the Reviewed 2025/2026;
- [d] That all Councillors make submissions on the Knysna Municipality Amendment of Reviewed 2025/2026 IDP, within the next 14 days to the office of the Municipal Manager (IDP).

File Number: 15/2/6/1/3

Execution: Manager: IDP/PMS & IGR

SC03/06/25 ADOPTION OF THE FINAL DRAFT SEDGEFIELD LOCAL SPATIAL DEVELOPMENT FRAMEWORK (LSDF)

UNANIMOUSLY RESOLVED

- [a] That the public comments received during the April and May 2025 opportunity for public comment **BE NOTED**.
- [b] That the presentation on the draft Sedgefield Local Spatial Development Framework (LSDF), be noted;

-
- [c] That the public participation process be extended for a further 30 days and thereafter the LSDF be submitted to the Planning, Economic Development and Tourism Committee, for consideration.

File Number : 15/2/6/1/3/1

Execution : Director: Planning & Economic Development
Manager: Land Use Management

SC04/06/25 IDP AMENDMENT : ADOPTION OF THE FINAL DRAFT AMENDED KNYSNA MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (MSDF)

UNANIMOUSLY RESOLVED

- [a] That the public comments received during the April and May opportunity for public comment **BE NOTED**.
- [b] That the presentation on the draft Knysna Municipal Spatial Development Framework (MSDF), be noted;
- [c] That the public participation process be extended for a further 30 days and thereafter the MSDF be submitted to the Planning, Economic Development and Tourism Committee, for consideration.

File Number: 15/2/6/1/3/1

Execution: Director: Planning, Economic Development & Tourism
Manager: Land Use Management

SC05/06/25 SCHEDULE OF MEETINGS : JULY 2025 TO JANUARY 2026

UNANIMOUSLY RESOLVED

- [a] That the Schedule of Meetings for the period July 2025 to January 2026, be approved, subject to the following:.
- [i] That the Speaker in consultation with the Municipal Manager, may advance or postpone the date of scheduled Ordinary Municipal Council Meetings;
- [ii] That the Executive Mayor may, in consultation with the Municipal Manager, advance or postpone the dates of scheduled Mayoral Committee Meetings;
- [iii] That the Chairpersons of the respective Portfolio Committees (in consultation with the Executive Mayor) Audit Committee and Municipal Public Accounts Committee may advance or postpone the dates of relevant scheduled meetings in consultation with the Municipal Manager;
- [b] That the advancement and/or postponement as mentioned in [a] [i], [ii] and [iii] above are subject to proper notice being given to members of such Municipal Council/ Committee; and

- [c] That the Speaker and Chairpersons of the Portfolio Committees (in consultation with the Executive Mayor), Audit Committee and Municipal Public Accounts Committee (in consultation with the Municipal Manager) and subject to [b] above, may call relevant Special Meetings if and when required to do so.

File Number: 9/1/2/9

Execution : Director : Corporate Services

Manager : Administration Services

SC06/06/25 SERVICE LEVEL AGREEMENT BETWEEN KNYSNA MUNICIPALITY AND GARDEN ROUTE DISTRICT MUNICIPALITY RE: REGIONAL WASTE MANAGEMENT FACILITY

UNANIMOUSLY RESOLVED

- [a] That the report on the service level agreement between Knysna Municipality and Garden Route District Municipality with regard to the Regional Waste Management Facility, be withdrawn and that a workshop be arranged on a date to be determined by the Speaker.

File Number: 9/1/2/14

Execution: Municipal Manager

SC07/06/25 2024/2025 AMENDED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

UNANIMOUSLY RESOLVED

- [a] That Council approves the Amended 2024/2025 Service Delivery and Budget Implementation Plan (SDBIP) based on the latest 2024/2025 adjustments budget;
- [b] That a copy of the Amended 2024/2025 Service Delivery and Budget Implementation Plan (SDBIP) be published on the Knysna municipal website; and
- [c] That the Western Cape Provincial Treasury be furnished with a copy of the Amended 2024/2025 Service Delivery and Budget Implementation Plan (SDBIP).

File Number: 9/1/2/14

Execution: Municipal Manager

SC08/06/25 MPAC: REPORT ON IRREGULAR EXPENDITURE: NEDBANK-PREFERENCE POINTS SYSTEM FOR EVALUATION OF LOAN FINANCE NOT INCLUDED IN TENDER DOCUMENTS

UNANIMOUSLY RESOLVED

- [a] That, Council resolves that the irregular expenditure in the amount of R11,374,850-00 incurred be written off as irrecoverable, as the municipality did not suffer any financial loss; and
- [b] That Management implements adequate processes to ensure compliance with the SCM Regulations and the municipality's SCM Policy.

File Number: 9/1/2/14
Execution: Municipal Manager
CFO

SC09/06/25 MPAC REPORT ON MEETINGS HELD ON 7 APRIL, 5 MAY AND 19 MAY 2025

UNANIMOUSLY RESOLVED

- [a] Item 1: That Council resolves that the fruitless and wasteful expenditure in the amount of R 2328.90 pertaining to the late payment of SARS be written off since the late payment was due to technical challenges that could not have been avoided;
- [b] Items 2-5: That Council resolves that the fruitless and wasteful expenditure in the amount of R2134.80 pertaining to the late payments of motor vehicle licenses be written off;
- [c] Item 6: That Council resolves that the fruitless and wasteful expenditure in the amount of R125,939.91 pertaining to penalties levied due to late payments to the compensation fund be written off since no evidence could be found of negligence on the part of officials;
- [d] Item 9: That Council resolves that the fruitless and wasteful expenditure in the amount of R27, 962.67 pertaining to the re-advertisement cost be written off since no evidence suggest that the officials acted in a negligent manner.

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

SC10/06/25 RECONSTITUTION OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): REPLACEMENT OF CLLR ARENDS

UNANIMOUSLY RESOLVED

- [a] That Council resolves to remove Sections 3.6.1 and 3.6.2 from the Municipal Public Accounts Terms of Reference;
- [b] That the report regarding the reconstitution of the MPAC be noted; and
- [c] That in terms of Section 3.6 of the MPAC Terms of Reference, Cllr Sharon Sabbagh be appointed as an MPAC member.

File Number: 9/1/2/14
Execution: Municipal Manager
 Director: Corporate Services
 Manager: Administration

7. ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 12:57.

Approved

.....
Cllr. MD Skosana
Speaker

.....
Date

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8.4 **MINUTES OF THE SPECIAL COUNCIL MEETING: 4 JULY 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 4 July 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

M I N U T E S

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Friday, 4 July 2025 at 9:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC]
Deputy Executive Mayor, Cllr M Gericke [PBI] (*MSTeams and in the Council Chamber from 9:19*)
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC] (*MSTeams*)
Cllr Bester, P [DA]
Cllr Campbell, S [KIM]
Cllr Charlie, B [PA]
Cllr Davis, L V [DA] (*MSTeams*)
Cllr Grootboom, W [PA] (*MSTeams*)
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebel, H [DA] (*MSTeams*)
Cllr Tsengwa, A [ANC] (*MSTeams and in the Council Chamber from 10:19*)
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA] (*MSTeams*)
Cllr Van Schalkwyk, A [DA] (*MSTeams*)
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Smit, H	Acting Director: Planning and Development
Wesso, R	Director : Infrastructure Services
Julies, C	Director: Financial Services
Douglas, J	Director: Community Services
Bezuidenhout, C	Manager : Communications
Botha, C	Manager: Administration
Chordnum	Senior Manager: IDP/IPMS/IGR
Campher, E	MPAC Co-ordinator
Lakay, J	Head : Council Committees and Cllr Support
Gwayi, Z	Committee Officer (for attendance register)

AUDIT COMMITTEE

Jacobs, J	Audit Committee Chairperson (<i>MSTeams</i>)
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PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr P Petros opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty Councillors present
One Vacancy – Ward 3

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

4. **NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

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

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. **DISCLOSURE OF INTERESTS BY COUNCILLORS**

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. **NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

EFF Caucus 9:08 until 9:19

SC01/07/25 **REPORT ON NOTICE FROM MEC BREDELL TO INTERVENE IN TERMS OF SECTION 139 OF THE CONSTITUTION – KNYSNA MUNICIPALITY**

DA Caucus 10:26 until 10:37.

Proposal 1

- [a] That the Report on the Notice of Intention to Intervene in terms of section 139 of the Constitution, by MEC for Local Government, Environmental Affairs & Development Planning, MEC Bredell, dated 26 June 2025, be noted;
- [b] That Council notes that through the offices of the Speaker and the Executive Mayor, MEC Bredell was requested to allow an extension of thirty days, instead of 10 days, for Council to consider the Notice;
- [c] That Council mandates the Speaker and Executive Mayor to consult legal advice and that the detailed response be compiled with the assistance of the Municipal Manager and all senior managers, including comments on the intention to intervene in accordance with section 139(1)(a) of the Constitution;
- [d] That the draft detailed response be submitted to a Special Council Meeting for consideration;
- [e] That if the extension for the detailed response in [b] is not granted by the MEC, an urgent Special Council Meeting be called to consider the way forward.

Proposer : Cllr T Matika
Seconder : Cllr N Louw

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

In favour of proposal	Against proposal
Cllr A Tsengwa	Cllr P Bester
Cllr K Andrews	Cllr L Davis
Cllr R Arends	Cllr A Van Schalkwyk
Cllr M Khumelwana	Cllr S Sabbagh
Cllr N Louw	Cllr H Stroebel
Cllr T Matika	Cllr L Tyokolo
Cllr P Petros	Cllr C Vanston
Cllr M Gericke	Cllr J White
Cllr S Campbell	
Cllr M Willemse	
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	
Cllr W Grootboom	
Cllr B Charlie	

Proposal 2

- [a] That the Council takes note of the Notice of Intention to Intervene in terms of Section 139(1)(c) of the Constitution of the Republic of South Africa, 1996, issued by the MEC for Local Government, Environmental Affairs and Development Planning, MEC Anton Bredell, 26 June 2025;
- [b] That Council acknowledge the consistent and systemic governance failures and political instability that have rendered the municipality incapable of fulfilling its executive obligations as set out in the Constitution and applicable legislation;
- [c] That Council, having considered the content of the Notice and the prevailing governance crisis, supports the dissolution of the municipal council in terms of Section 139(1)(c) of the Constitution, as the only appropriate intervention to restore governance, accountability and service delivery to the residents of Knysna;
- [d] That the Municipal Manager be instructed to formally communicate this resolution to the MEC for Local Government and the Office of the Premier within/prior to the expiry of the 10 calendar days provided for a response;
- [e] That Council does not support the compilation of a response to contest or delay the implementation of the Section 139(1)(c) intervention, as it would be contrary to the urgent need for decisive action in the best interest of the municipality and its communities.

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

Proposer : Cllr J White
Seconder : Cllr S Sabbagh

In favour of proposal	Against proposal
Cllr P Bester	Cllr A Tsengwa
Cllr L Davis	Cllr K Andrews
Cllr A Van Schalkwyk	Cllr R Arends
Cllr S Sabbagh	Cllr M Khumelwana
Cllr H Stroebe	Cllr N Louw
Cllr L Tyokolo	Cllr T Matika
Cllr C Vanston	Cllr P Petros
Cllr J White	Cllr M Gericke
	Cllr S Campbell
	Cllr M Willemse
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	
Cllr W Grootboom	
Cllr B Charlie	

RESOLVED BY MAJORITY

- [a] That the Report on the Notice of Intention to Intervene in terms of section 139 of the Constitution, by MEC for Local Government, Environmental Affairs & Development Planning, MEC Bredell, dated 26 June 2025, be noted;
- [b] That Council notes that through the offices of the Speaker and the Executive Mayor, MEC Bredell was requested to allow an extension of thirty days, instead of 10 days, for Council to consider the Notice;
- [c] That Council mandates the Speaker and Executive Mayor to consult legal advice and that the detailed response be compiled with the assistance of the Municipal Manager and all senior managers, including comments on the intention to intervene in accordance with section 139(1)(a) of the Constitution;
- [d] That the draft detailed response be submitted to a Special Council Meeting for consideration;
- [e] That if the extension for the detailed response in [b] is not granted by the MEC, an urgent Special Council Meeting be called to consider the way forward.

SC02/07/25 **NERSA APPROVED TARIFFS: 2025/2026**

UNANIMOUSLY RESOLVED

That Council takes note of the Nersa approved 2025/2026 tariffs, for implementation with effect from 01 July 2025.

Execution: Director: Financial Services
 Senior Manager: Revenue Services
 Manager: Budget and Reporting

7. ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 10:42.

Approved

.....
Cllr. M Willemse
Speaker

.....
Date

-oOo-

8.4 **MINUTES OF THE SPECIAL COUNCIL MEETING: 18 JULY 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 18 July 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

M I N U T E S

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Friday, 18 July 2025 at 11:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC] (*MSTeams*)
Deputy Executive Mayor, Cllr M Gericke [PBI] (*MSTeams and in the Council Chamber from 11:20*)
Cllr Andrews, K [ANC] (*MSTeams*)
Cllr Arends, R [ANC]
Cllr Bester, P [DA]
Cllr Campbell, S [KIM]
Cllr Charlie, B [PA] (from 11:32)
Cllr Davis, L V [DA] (*MSTeams*)
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA] (*MSTeams and in the Council Chamber from 11:18*)
Cllr Stroebel, H [DA] (*MSTeams*)
Cllr Tsengwa, A [ANC]
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA] (*MSTeams*)
Cllr Van Schalkwyk, A [DA] (*MSTeams*)
Cllr White, J [DA] (*MSTeams*)

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Wesso, R	Director : Infrastructure Services
Julies, C	Director: Financial Services
Douglas, J	Director: Community Services (<i>MSTeams</i>)
Van Wyk, I	Acting Director : Community Services
Petuna, L	Acting Director : Integrated Human Settlements
Bezuidenhout, C	Manager : Communications
Botha, C	Manager: Administration
Dauids, R	IDP Officer
Lakay, J	Head : Council Committees and Cllr Support

AUDIT COMMITTEE

Jacobs, J	Audit Committee Chairperson (<i>MSTeams</i>)
Labuschagne, A	Audit Committee Member (<i>MsTeams</i>)

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

Break from 11:05-11:15 for technical issues.

2. SILENT PRAYER

Cllr N Louw opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty Councillors present
One Vacancy – Ward 3

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

4. **NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

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

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. **DISCLOSURE OF INTERESTS BY COUNCILLORS**

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. **NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

EFF Caucus 9:08 until 9:19

SC01/07/25 **SC01/07/25 DRAFT RESPONSE TO MEC BREDELL ON NOTICE OF INTENTION TO INTERVENE IN TERMS OF SECTION 139 (1) (C) OF THE CONSTITUTION – KNYSNA MUNICIPALITY**

Democratic Alliance caucus from 11:25 – 11:55

Proposal 1

- [a] That the Report on the Draft Consolidated Response on MEC Bredell's Notice of Intention to Intervene in terms of section 139 of the Constitution, dated 26 June 2025, be noted;
- [b] That the Knysna Municipal Council approves the Draft Consolidated Response enclosed as **Annexure "E"** and mandates the Speaker and the Executive Mayor to sign the Consolidated Response and submit same to MEC Bredell by close of business on Friday, 18 July 2025.
- [c] That in the event that the MEC recommends to the Provincial Executive to intervene in terms of S139 (1)(c) of the Constitution to dissolve the Knysna Municipal Council, and the decision is carried, that the Speaker together with the Executive Mayor, be mandated, in consultation with the Municipal Manager, Director: Corporate Services and the Legal Advisor, Ms M Botha, to institute an urgent interdict against the decision of the Provincial Executive.

Proposer : Cllr S Campbell
Seconder : Cllr M Gericke

In favour of proposal	Against proposal
Cllr A Tsengwa	Cllr P Bester
Cllr K Andrews	Cllr L Davis
Cllr R Arends	Cllr A Van Schalkwyk

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Cllr M Khumelwana	Cllr S Sabbagh
Cllr N Louw	Cllr H Stroebel
Cllr T Matika	Cllr L Tyokolo
Cllr P Petros	Cllr C Vanston
Cllr M Gericke	Cllr J White
Cllr S Campbell	
Cllr M Willemse	
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	
Cllr W Grootboom	
Cllr B Charlie	

Proposal 2

- [a] That the Report on the Draft Consolidated Response on MEC Bredell's Notice of Intention to Intervene in terms of section 139 of the Constitution, dated 26 June 2025, be noted;
- [b] That Council does not support the compilation of a response to contest or delay the implementation of the intervention in terms of Section 139(1)(c) of the Constitution as it would be contrary to the urgent need for decisive action in the best interest of the municipality and its communities.

Proposer : Cllr L Tyokolo
Seconder : Cllr S Sabbagh

In favour of proposal	Against proposal
Cllr P Bester	Cllr A Tsengwa
Cllr L Davis	Cllr K Andrews
Cllr A Van Schalkwyk	Cllr R Arends
Cllr S Sabbagh	Cllr M Khumelwana
Cllr H Stroebel	Cllr N Louw
Cllr L Tyokolo	Cllr T Matika
Cllr C Vanston	Cllr P Petros
Cllr J White	Cllr M Gericke
	Cllr S Campbell
	Cllr M Willemse
Not present at time of voting	
None	
Did not vote	
None	

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Abstained from voting	
Cllr W Grootboom	
Cllr B Charlie	

RESOLVED BY MAJORITY

- [a] That the Report on the Draft Consolidated Response on MEC Bredell's Notice of Intention to Intervene in terms of section 139 of the Constitution, dated 26 June 2025, be noted;
- [b] That the Knysna Municipal Council approves the Draft Consolidated Response enclosed as **Annexure "E"** and mandates the Speaker and the Executive Mayor to sign the Consolidated Response and submit same to MEC Bredell by close of business on Friday, 18 July 2025.
- [c] That in the event that the MEC recommends to the Provincial Executive to intervene in terms of S139 (1)(c) of the Constitution to dissolve the Knysna Municipal Council, and the decision is carried, that the Speaker together with the Executive Mayor, be mandated, in consultation with the Municipal Manager, Director: Corporate Services and the Legal Advisor, Ms M Botha, to institute an urgent interdict against the decision of the Provincial Executive.

7. ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 13:02.

Approved

.....
Cllr. M Willemse
Speaker

.....
Date

-oOo-

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9. EXECUTION LIST

5. EXECUTION LIST

ORDINARY COUNCIL MEETING			
WEDNESDAY, 29 JANUARY 2025			
C13/01/25	<u>TABLING OF ANNUAL REPORT: 2023/2024 FINANCIAL YEAR</u>		
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the contents of the report regarding the Annual Report for the 2023/2024 financial year (AR 23/24), be noted;	Municipal Manager		
[b] That, in terms of Section 127(2) of the Local Government: Municipal Finance Management Act, 2003, read with MFMA Circular no. 63, the submission of the Annual Report by the Executive Mayor, for the 2023/2024 financial year, be noted and referred to the MPAC, subject to [c] below; and	Senior Manager: IDP/PMS/IGR		
[c] That once the sections within the Annual Report which requires attention, are completed and finalised, the tabled AR 23/24 be submitted to the relevant Government Departments and Auditor-General, advertised for Public Comments and also be referred to MPAC for the Oversight Report.			

6. EXECUTION LIST

ORDINARY COUNCIL MEETING			
MONDAY, 31 MARCH 2025			
C03/03/25	<u>ORGANISATIONAL REDESIGN : MACRO-ORGANISATIONAL STRUCTURE</u>		
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE

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<i>That the Item on the Organisation Redesign: Macro-Organisational Structure be submitted to the Finance and Governance Committee Meeting in April 2025.</i>	Manager: Human Resources Director: Corporate Services	Item was tabled to Section 80	April 2025
C04/03/25 <u>OVERSIGHT REPORT – 2023/2024 FINANCIAL YEAR</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<i>This item was discussed fifth</i> <u>UNANIMOUSLY RESOLVED</u> [a] That, the report on the finalization of the Oversight Report for the 2023/2024 financial year, be noted; [b] That, the Oversight Report- 2023/2024, drafted in terms of the MFMA Circular No. 32, be submitted to the Municipal Council for consideration at the Ordinary Council Meeting scheduled for 31 March 2025 in terms of the provisions of section 129 of the Local Government: Municipal Finance Management Act 56 of 2003; [c] That having fully considered the 2023/2024 Annual Report of Knysna Municipality and comments thereon, the oversight report be approved subject to (e) and (f) below; [d] That a further notice of Material Irregularity from the Auditor General dated 19 March 2025 in relation to The Waste Water Treatment Works and Mainline Infrastructure Operations and Poor Effluent Quality Disposal, be added to the 2023/2024 Annual Report; [e] That the recommendations of MPAC, as amended, be noted and approved; [f] That the 2023/2024 Annual Report, in terms of Section 129(1) of the Local Government Municipal Finance Management Act, 2003 be approved with the reservations mentioned in 3.3.1-3.3.8 of the Annual Report;	Municipal Manager Senior Manager: IDP/IGR		

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[g] That all recommendations made by the Auditor General as well as the Audit Committee based on the evidence in the 2023/2024 Annual Report be implemented to ensure a future positive Audit outcome [h] That the minutes of the meetings where the Annual Report was discussed, be submitted to the Auditor –General, the Provincial Treasury and the Western Cape Department of Local Government as attached to report, in terms of section 129(2) of the Municipal Finance Management Act 56 of 2003; [i] That the 2023/2024 Oversight Report of Knysna Municipality be made public in terms of section 129(3) of the Municipal Finance Management Act 56 of 2003 and be submitted to the Western Cape Legislature in terms of section 132(2) of Municipal Finance Management Act 56 of 2003.			
C09/03/25 <u>AUDIT COMMITTEE OVERSIGHT REPORT TO COUNCIL</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<i>This item was discussed fourth</i> <u>UNANIMOUSLY RESOLVED</u> [a] That the oversight report of the Audit Committee for the period 01 October 2024 to 31 January 2025, be noted; [b] That the detailed recommendations as made in the Oversight reports be adopted by Council and implemented by management; and [c] That the reports be submitted to MPAC for monitoring implementation of recommendations.	Municipal Manager Chief Audit Executive All Directors Manager: IDP & PMS Chief Risk Officer MPAC		
C10/04/25 <u>APPOINTMENT OF MEMBERS TO THE DISCIPLINARY BOARD IN TERMS OF THE FINANCIAL MISCONDUCT REGULATIONS</u>			

ORDINARY MUNICIPAL COUNCIL MEETING
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RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the Report on the Appointment of members to the Disciplinary Board in terms of the Financial Misconduct Regulations, be noted;	Municipal Manager Chief Audit Executive		
[b] That the one vacancy in the Board be filled through the external advertising of the position (draft advert attached);			
[c] That the Municipal Manager write to the National and Provincial Treasury requesting either to nominate their representative to occupy a seat on the Board;			
[d] That the Municipal Manager be mandated to complete the recruitment process and refer the recommended candidates for appointment to Council; and			
[e] That the Chief Audit Executive and Legal Advisor attend the meetings of the Disciplinary board in a support and/or advisory capacity.			

7. EXECUTION LIST

CONTINUATION OF THE ORDINARY COUNCIL MEETING			
TUESDAY, 8 APRIL 2025			
<u>ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 21 NOVEMBER 2024 (FINANCE ITEMS)</u>			
<u>F&G04/11/24 QUARTERLY INSURANCE REPORT- QUARTER 1 OF 2024/2024</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE

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<u>UNANIMOUSLY RESOLVED</u>			
[a] That the Quarterly Insurance Report for the quarter ending September 2024 be noted; [b] That a report on all audited assets be submitted to the next section 80 committee meeting scheduled for February 2025, for consideration; [c] That a report with handover between contractors in the Infrastructure Services Directorate be submitted to the next section 80 committee meeting scheduled for February 2025, for consideration; and [d] That a report on expenditure be on a monthly basis for insurance, be submitted to the next section 80, for consideration.			
CFO			
<u>ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 21 NOVEMBER 2024 (CORPORATE ITEMS)</u>			
F&G03/11/24 <u>REPORT BACK ON THE PROGRESS OF THE LAND AUDIT COMMITTEE</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report back on the Progress of Land Audit Committee, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G05/11/24 <u>APPLICATION TO PURCHASE ERF 5005, KNYSNA – SCHOONGEZICHT HOA</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>	Acting Head Properties	Tabled in current agenda	30 May 2025

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That the report on the Application to Purchase Erf 5005, Knysna – Schoongezicht, HOA, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.			
F&G06/11/24 <u>PROPOSAL TO EXTEND LEASE AGREEMENT ON ERF 209, BUFFALO BAY – BUFFALO BAY CARAVAN PARK</u>			
RESOLUTION TO BE ACTIONED <u>UNANIMOUSLY RESOLVED</u>	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the report on the Proposal to Extend Lease Agreement on Erf 209, Buffalo Bay – Buffalo Bay Caravan Park, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G07/11/24 <u>REPORT ON THE RENEWAL OF LEASE AGREEMENT – SEDGEFIELD POST OFFICE – BUILDING ON A PORTION OF ERF 5009 (2030 SEDGEFIELD)</u>			
RESOLUTION TO BE ACTIONED <u>UNANIMOUSLY RESOLVED</u>	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the report on the Renewal of Lease Agreement – Sedgefield Post Office – Building on a Portion of Erf 5009 (2030 Sedgefield), be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G08/11/24 <u>REPORT ON THE TERMINATION OF LEASE AGREEMENT BETWEEN KNYSNA MUNICIPALITY AND REQUEST TO ENTER INTO LONG TERM LEASE AGREEMENT – PORTION OF ERF 240, KARATARA</u>			
RESOLUTION TO BE ACTIONED <u>UNANIMOUSLY RESOLVED</u>	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the report on the Termination of Lease Agreement between Knysna Municipality and Request to enter into Long Term Lease Agreement – Portion of Erf 240, Karatara, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025

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F&G09/11/24 APPLICATION TO PURCHASE A PORTION OF ERF 2742, KNYSNA ADJACENT TO ERVEN 2609, 9765 AND 9766, KNYSNA			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on Application to Purchase a Portion of Erf 2742, Knysna Adjacent to Erven 2609, 9765 and 9766, Knysna, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G10/11/24 APPLICATION TO LEASE A PORTION OF ERF 228, BUFFALO BAY			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on Application to Lease a Portion of Erf 228, Buffalo Bay, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G11/11/24 APPLICATION TO LEASE A PORTION OF ERVEN 1339, 1340 & 1342 KNYSNA ADJACENT ERF 1323 KNYSNA (METELERKAMP)			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on Application to Lease a Portion of Erven 1339, 1340 & 1342 Knysna Adjacent Erf 1323 Knysna (Metlerkamp), be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G12/11/24 APPLICATION TO PURCHASE A PORTION OF ERF 43, BUFFALO BAY ADJACENT TO ERF 8			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on Application to Purchase a Portion of Erf 43, Buffalo Bay Adjacent to Erf 8, be withdrawn for a site visit where after an item be	Acting Head Properties	Tabled in current agenda	30 May 2025

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submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.			
F&G13/11/24 APPLICATION FOR LEASE RENEWAL FOR BONGANI SITE FOR TELECOMMUNICATIONS TOWER ON A PORTION OF ERF 243, KNYSNA			
RESOLUTION TO BE ACTIONED <u>UNANIMOUSLY RESOLVED</u>	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the report on Application for Lease Renewal for Bongani Site for Telecommunications Tower on a Portion of Erf 243, Knysna, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Site visit to not yet conducted.	2 June 2025
F&G15/11/24 REPORT BACK ON APPLICATION FOR LEASE AGREEMENT – FOR A PORTION OF ERF 1316, KNYSNA ABUTTING ERF 3556, KNYSNA			
RESOLUTION TO BE ACTIONED <u>UNANIMOUSLY RESOLVED</u>	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the report on Application for Lease Agreement – For a Portion of Erf 1316, Knysna abutting Erf 3556, Knysna, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G16/11/24 APPLICATION TO PURCHASE ERF 8008, KNYSNA			
RESOLUTION TO BE ACTIONED <u>UNANIMOUSLY RESOLVED</u>	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the report on Application to Purchase Erf 8008, Knysna, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Moratorium Applicable.	
F&G18/11/24 REPORT BACK ON APPLICATION TO PURCHASE A PORTION OF ERF 11336, (HORNLEE) KNYSNA ADJACENT TO ERF 20386, KNYSNA			

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RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report back on Application to Purchase a Portion on Erf 11336, (Hornlee) Knysna Adjacent to Erf 20386, Knysna, be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G19/11/24 <u>APPLICATION TO PURCHASE A PORTION OF ERF 14077, (RHOBOLLO) KNYSNA ADJACENT TO ERVEN 21100 & 21101, KNYSNA</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on Application to Purchase a portion of Erf 14077, (Robololo) Knysna Adjacent to Erven 21100 & 21101, Knysna be withdrawn for a site visit where after an item be submitted to a Special Finance & Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Tabled in current agenda	30 May 2025
<u>ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 19 FEBRUARY 2025</u>			
<u>ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 19 FEBRUARY 2025</u>			
IHS05/02/25 <u>INTEGRATED HUMAN SETTLEMENTS KHAYALETHU WETLAND</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE

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<u>UNANIMOUSLY RESOLVED</u>			
[a] That the report on the Integrated Human Settlements Khayaletu Wetland, be noted; and [b] That the Directorate prepare a cost plan for submission to the next Integrated Human Settlements Committee meeting; [c] That the Directorate identify alternative land to accommodate the affected parties; [d] That the Municipal Council demolish the houses after relocation to ensure that natural functioning of the wetland and stream is restored; and [e] That Environmental Management develop a programme for the restoration of the wetland and stream.	Director: Integrated Human Settlements		
	Manager: Integrated Human Settlements		
<u>ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT & TOURISM COMMITTEE MEETING HELD ON 20 FEBRUARY 2025</u>			
P01/02/25 <u>ECONOMIC DEVELOPMENT DEPARTMENT PERFORMANCE REPORT QUARTER 2: OCTOBER TO DECEMBER 2024</u>			
<u>RESOLUTION TO BE ACTIONED</u>	<u>OFFICIAL(S)</u>	<u>STATUS OF EXECUTION</u>	<u>DUE DATE</u>
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the Economic Development Department Performance Report be noted; [b] That the Acting Director: Community Services be instructed to assign dedicated officer to assist the local economic department in terms of regulating the informal traders in specifically the CBD, but broadly in the Greater Knysna area; and [c] That the Department expedite the conclusion of the Informal Trade Strategy and that regular feedbacks be provided to the Planning, Economic Development and Tourism Committee.	Director: Planning, Economic Development & Tourism	A dedicated Law Enforcement Officer, Mr. Stevens, to work with Economic Development to ensure compliance of informal traders through enforcement of the by law was confirmed through Law Enforcement.	
	Manager: Economic Development		

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P08/02/25	<u>PROGRESS REPORT: KNYSNA MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (MSDF) AMENDMENT PROCESS UNTIL END OF DECEMBER 2024</u>		
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the progress on the Knysna Municipal Spatial Development Framework (MSDF) Amendment process until end of December 2024, be noted; and [b] That the Comprehensive Knysna Municipal Spatial Development Framework (MSDF) Amendment be submitted to a Special Planning, Economic Development and Tourism Committee Meeting.	Director: Planning, Economic Development & Tourism Manager: Land Use Management	A Special S80 Planning meeting was held on 10 March 2025.	N/A
<u>ITEMS SUBMITTED TO THE SPECIAL PLANNING, ECONOMIC DEVELOPMENT & TOURISM COMMITTEE MEETING HELD ON 10 MARCH 2025</u>			
SP01/03/25	<u>APPROVAL OF THE FINAL DRAFT KNYSNA MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK AND FINAL DRAFT SEDGEFIELD LOCAL SPATIAL DEVELOPMENT FRAMEWORK TO PROCEED WITH PUBLIC PARTICIPATION</u>		
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the amendments as reflected in the final draft Municipal Spatial Development Framework (MSDF) BE ACKNOWLEDGED AND ENDORSED ; [b] That the public participation plan as presented in this item be accepted and a mandate BE GRANTED to proceed with the participation in respect of the amendments to the draft MSDF; [c] That a final amended Municipal Spatial Development Framework BE SUBMITTED to Council for adoption as part of the Integrated Development Plan in accordance with the provisions of the Municipal Systems Act by June 2025;	Director: Planning, Economic Development & Tourism Manager: Land Use Management	The public participation process for both the Knysna MSDF amendment and Sedgefield LSDF was duly advertised for a period of 60 days that closed on 20 May 2025.	20 May 2025

ORDINARY MUNICIPAL COUNCIL MEETING
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[d] That the amendments as reflected in the final draft Sedgefield Local Spatial Development Framework (LSDF) BE ACKNOWLEDGED AND ENDORSED; [e] That the public participation plan as presented in this item be accepted and a mandate BE GRANTED to proceed with the participation in respect of the amendments to the draft Sedgefield LSDF; and [f] That a final amended Sedgefield Local Spatial Development Framework BE SUBMITTED to Council for adoption as part of the Integrated Development Plan in accordance with the provisions of the Municipal Systems Act by June 2025.			
ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 11 MARCH 2025 (CORPORATE ITEMS)			
F&G01/03/25 <u>REPORT ON REMAINDER OF ERF, 1692 SEDGEFIELD</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report with regard to the remainder of Erf 1692, Sedgefield, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson	Acting Head Properties	Tabled in current agenda	30 May 2025
F&G04/03/25 <u>REPORT BACK ON RE-SUBMISSION REPORT ON APPLICATION TO PURCHASE A PORTION OF ERF 215, BUFFALO BAY ADJACENT TO ERF 186</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report with regard to alienation of a portion Erf 215, Buffalo Bay, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson.	Acting Head Properties	Communication was sent to the applicant regarding the fact that Council's decision C04/09/23 taken at the meeting dated, 26 October 2023 was functus officio.	4 April 2025
F&G05/03/25 <u>REPORT BACK ON SKILLS DEVELOPMENT CENTRE – SOUTH CAPE COLLEGE (A PORTION OF ERVEN 568, 571 & 3801 KNYSNA)</u>			

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AGENDA
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RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report and annexures regarding the request the Municipal Council to consider releasing more properties to be used by South Cape College, be referred to a Special Finance and Governance Committee Meeting on a date to be determined by the Chairperson.	Municipal Manager Director: Corporate Services Acting Head: Properties	Tabled in current agenda	30 May 2025
F&G07/03/25 APPLICATION TO LEASE A PORTION OF ERF 1343, KNYSNA (14 CHURCH STREET)			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the report and annexures regarding the leasing of a portion of Erf 1343, Knysna be noted; [b] That in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, the Acting Municipal Manager appoint a Registered Professional Valuer to determine the fair market value for leasing a portion of Erf 1343, Knysna at the applicant's cost; [c] That the Municipal Council approves the advertising of the intended leasing of a portion of Erf 1343, Knysna, <u>for a period of two (2) years</u>, for Business purposes; [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the portion of Erf 1343, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services; [e] That the applicant be responsible for all costs related to leasing of a portion of Erf 1343, Knysna; and	Acting Head: Properties Director: Corporate Service Acting Manager: Legal Services	Process to advertise is underway	July 2025

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[f] That a follow up item to be submitted after the public participation process is completed.			
F&G08/03/25 APPLICATION TO PURCHASE A PORTION OF ERF 4536, KNYSNA TO THE ADJACENT OWNER OF ERF 7990, KNYSNA			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report with regard to alienation of a portion Erf 4536, Knysna, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson.	Director: Corporate Services Acting Head: Properties	Site visit was conducted on 3 April 2025. Item withdrawn and to be resubmitted after comments received from user departments, especially Town Planning.	July 2025
F&G09/03/25 APPLICATION TO LEASE A PORTION OF ERF 15865, (EDAMENI) KNYSNA			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report with regard to application to lease a portion of Erf 15865, (Edameni) Knysna, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson.	Director: Corporate Service Acting Manager: Legal Services	Tabled in current agenda	30 May 2025
F&G10/03/25 REPORT ON NEW CHURCH APPLICATIONS			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report regarding the applications from Beteli Apostolic Zion Church and Enlightened Christian Gathering Church, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson.	Acting Head properties Director: Corporate Acting Manager: Legal Service	Site visit conducted. Item withdrawn and to be resubmitted after comments received from various departments especially Integrated Human Settlements.	July 2025
F&G11/03/25 APPLICATION TO PURCHASE A PORTION OF ERF 1339, KNYSNA – KINETIC CATAMARANS SA			

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RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report regarding application to purchase a portion of Erf 1339, Knysna – Kinetic Catamarans SA, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson.	Acting Head: Properties	Tabled in current agenda	30 May 2025
F&G12/03/25 <u>HUMAN RESOURCES QUARTERLY REPORT FOR THE MONTH OF NOVEMBER 2024 TO JANUARY 2025</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<i>This item was discussed In Committee.</i> <u>UNANIMOUSLY RESOLVED</u> [a] That the Human Resources Quarterly report for the month of November 2024 to January 2025, be noted; and [b] That a report on two contract employees within the Infrastructure Services Directorate be submitted to the next Finance and Governance Committee Meeting, for consideration.	Manager: Human Resources Director: Corporate Services Manager: Human Resources	Item was for Noting	N/A
F&G13/03/25 <u>APPLICATION TO LEASE A PORTION OF THE REMAINDER OF ERF 1692, SEDGEFIELD – VINK INVESTMENTS PTY LTD</u>			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report regarding the request for lease agreement on a portion of the remainder of Erf 1692, Sedgefield, be withdrawn and be submitted to a Special Meeting of the Finance and Governance Committee on a date to be determined by the Chairperson.	Municipal Manager Director: Corporate Services Acting Head : Properties	Tabled in current agenda	30 May 2025
<u>ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 13 MARCH 2025 (FINANCE ITEMS)</u>			

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F&G03/03/25 <u>QUARTERLY SUPPLY CHAIN MANAGEMENT REPORT 01 OCTOBER 2024 - 31 DECEMBER 2024</u>								
RESOLUTION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE				
<u>UNANIMOUSLY RESOLVED</u> [a] That the Second Quarter report for implementation of the Supply Chain Management in the Municipality, be noted; [b] That the irregular expenditure be noted and that MPAC be informed to investigate all the Irregular Expenditure of the first quarter 2024/25 Financial year; and [c] That appropriate recommendations where applicable to Council in relation to implementations of Supply Chain Management policy in the Municipality, be made.		CFO						
<u>ITEMS SUBMITTED DIRECTLY TO THE MAYORAL COMMITTEE</u>								
M01/03/25 <u>REQUEST FOR VIREMENT TO COMPLETE SURFACING OF GRAVEL ROADS – PHASE 2 BALIE AND DF SETHOSA STREET</u>								
RESOLUTION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE				
<u>Proposal 1</u> [a] That the Report on the Request for virement to complete surfacing of Gravel Roads – Phase 2 Balie and DF Sethosa Street, be noted; and [b] That Council not approve the virement to enable the completion of the Surfacing of Gravel Roads – Phase 2 (Balie and DF Sethosa Street) Project. Proposer : Cllr L Tyokolo Seconder : Cllr B Charlie <table><tr><td>In favour of proposal</td><td>Against proposal</td></tr><tr><td>Cllr P Bester</td><td>Cllr K Andrews</td></tr></table>		In favour of proposal	Against proposal	Cllr P Bester	Cllr K Andrews	Director: Infrastructure Services		
In favour of proposal	Against proposal							
Cllr P Bester	Cllr K Andrews							

ORDINARY MUNICIPAL COUNCIL MEETING
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Cllr L Davis	Cllr R Arends
Cllr A van Schalkwyk	Cllr M Khumelwana
Cllr S Sabbagh	Cllr N Louw
Cllr H Stroebel	Cllr T Matika
Cllr L Tyokolo	Cllr P Petros
Cllr C Vanston	Cllr M Skosana
Cllr J White	Cllr M Gericke
	Cllr M Willemse
	Cllr S Campbell
	Cllr B Charlie
	Cllr W Grootboom
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	

Proposal 2

That the Item on the Request for Virement to Complete surfacing of Gravel Roads – Phase 2 Balie and DF Sethosa Street be withdrawn and be resubmitted to Council.

Proposer : Cllr T Matika
Seconder : Cllr S Campbell

In favour of proposal	Against proposal
Cllr K Andrews	Cllr P Bester
Cllr R Arends	Cllr L Davis

ORDINARY MUNICIPAL COUNCIL MEETING
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Cllr M Khumelwana	Cllr A van Schalkwyk		
Cllr N Louw	Cllr S Sabbagh		
Cllr T Matika	Cllr H Stroebel		
Cllr P Petros	Cllr L Tyokolo		
Cllr M Skosana	Cllr C Vanston		
Cllr M Gericke	Cllr J White		
Cllr M Willemse			
Cllr S Campbell			
Cllr B Charlie			
Cllr W Grootboom			
Not present at time of voting			
None			
Did not vote			
None			
Abstained from voting			
None			

UNANIMOUSLY RESOLVED

That the Item on the Request for Virement to Complete surfacing of Gravel Roads – Phase 2 Balie and DF Sethosa Street be withdrawn and be resubmitted to Council.

8. EXECUTION LIST

SPECIAL COUNCIL MEETING	
THURSDAY, 15 MAY 2025	
SC03/05/25	<u>REPORT ON KNYSNA AND RHEENENDAL WATER EMERGENCY</u>

ORDINARY MUNICIPAL COUNCIL MEETING
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RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<i>This item was discussed second</i> <u>UNANIMOUSLY RESOLVED</u> [a] That the Report on the Knysna and Rheenendal Water Emergency, be noted; [b] That Council note the emergency water situation that was announced on 14 May 2025, and subsequent to the Declaration of Emergency that the JOC be activated; [c] That the actions taken to resolve the emergency water situation in the towns of Knysna and Rheenendal, be noted; and [d] That the Handover Report from MegaFlow to SNR Electrical be submitted to the next Infrastructure Services Section 80, and that the delay of the report and the contract be investigated.	Director: Infrastructure Services Director: Financial Services		

RECOMMENDATION

That the Execution list for the Council Meeting Committee meetings held on 29 January 2025, 31 March 2025, 8 April 2025 and 15 May 2025, be noted.

10. STATEMENTS AND COMMUNICATIONS OF THE SPEAKER

**10.1 REPORT ON MEETINGS/FUNCTIONS ATTENDED BY THE SPEAKER,
CLLR MARK WILLEMSE**

REPORT FROM THE SPEAKER

29 MAY 2025 TO 18 JULY 2025

	TOPIC	SUMMARY
19 – 21 June 2025	Speakers Forum	I attended the Speakers Forum. Attendance Register and Minutes can be obtained from my office.

RECOMMENDATION FROM THE SPEAKER

That the report from the Speaker be noted with regard to functions, meetings and workshops attended for the period 29 May 2025 to 18 July 2025 be noted.

File Number: 9/1/1/1.

Execution: Office of the Speaker

File Number : 9/1/1/1

Execution : Office of the Speaker

11. STATEMENTS AND COMMUNICATIONS OF THE EXECUTIVE MAYOR

11.1

FUNCTIONS, MEETINGS & WORKSHOPS ATTENDED BY THE EXECUTIVE MAYOR

REPORT FROM THE OFFICE OF THE EXECUTIVE MAYOR

PURPOSE OF THE REPORT

To inform the Municipal Council of Functions, Meetings and Workshops attended by the Mayor for the period of June – July 2025.

DATE	EVENT
03.06.2025	Concordia Primary School Opening
04.06.2025	Council Workshop the Budget
06.06.2025	SMME Incubator Handover Ceremony
13.06.2025	Site Visit – Ward 3 (Sanlam area)
27.06.2025	Site Visit - Sedgefield Ward 1
30.06.2025	Special Extended DCF – G/ R Municipality
03.07.2025	Standard Bank Networking Session @ Sirocco
09.07.2025	Ward 1 with Sedgefield Youth
11.07.2025	Visit - Ward 3
12.07.2025	• Mountain Bike Welcoming & Countdown
	• SAFA 3rd Division Draw
	• Oyster Festival Parade
16.07.2025	Asivikelane R&M Convening 16th – 18th July
22.07.2025	Rastafari Earthday Celebration Opening
23.07.2025	Carte Blanche Interview
24.07.2025	Portfolio Committee on HIS Oversight in the G/R
25.07.2025	MAYCO
28.07.2028	PROVINCIAL ANTI-FRAUD AND CORRUPTION AWARENESS CAMPAIGN IN GEORGE

RECOMMENDATION FROM THE OFFICE OF THE EXECUTIVE MAYOR

That the report from the Executive Mayor with regard to functions, meetings and workshops attended, for the period of June – July 2025 , be noted.

File Number : 9/1/1/1

Execution : Office of the Executive Mayor



Enquiries: Ms Melissa Dreyer
Office of the Executive Mayor
E-mail: mdreyer@george.gov.za
Tel: +27 (0)44 801 9052

**Office of the Executive Mayor
Kantoor van die Uitvoerende Burgemeester**

17 June 2025

**Attention: Executive Mayor:
Ald Thando Matika**

**Attention: Municipal Manager
Mr Lulamile Mapholoba**

per e-mail: tmatika@knysna.gov.za
bmjamba@knysna.gov.za
lmapholoba@knysna.gov.za
astrhythm@knysna.gov.za

Dear Executive Mayor

INVITATION: PROVINCIAL ANTI-FRAUD AND CORRUPTION AWARENESS CAMPAIGN

On behalf of the Office of the Provincial Head Directorate for Priority Crime Investigation (DPCI) Western Cape, George Municipality would like to officially invite your municipality to attend a workshop which will focus on raising awareness and addressing the prevalence of fraud and corruption in local authorities.

Background:

The DPCI requested the office of SALGA to deliver a presentation during the Provincial Anti-Fraud and Corruption awareness campaign that will be held at the Garden Route Municipalities.

The Anti-Fraud and Corruption awareness campaign is designed with the purpose of assisting and supporting departments to achieve clean audits and eradicate the scourge of corruption in their institutions.

The awareness campaigns will be conducted on the following dates: 28 and 29 July 2025 in the George City Hall., George. The targeted group will be administrators from Supply Chain Management (SCM), Finance and Human Resource Management (HRM) from all Municipalities under Garden Route with presentations conducting on 28 July 2025. On 29 July 2025 the focus will be on the senior managers and presentations will be conducted in terms of Sec 34 of Prevention and Combating of Corrupt Activities Act 12 of 2004. We therefore request your full support and commitment on this initiative.

ORDINARY MUNICIPAL COUNCIL MEETING
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The table below indicates the attendance of the respective delegates.

DAY 1	DAY 2
Mayors Municipal Managers Chief Financial Officers MMC's for Financial Services MPAC Chairpersons S80 Finance Committee Members MPAC Committee Members	Senior Management: Finance Senior Management: HR Senior Management: Supply Chain Supply Chain Officials

Details:

Date: 28 – 29 July 2025

Time: 08h00

Venue: George Town Hall, 71 York Street, George

May I kindly request that you RSVP for the event and clearly state the name and position of the delegates attending on each day. We would like to have your RSVP by no later than **Tuesday, 22 July 2025**.

Yours Sincerely,



ALD. J VON BRANDIS
EXECUTIVE MAYOR



Sustainable Informal Settlement Infrastructure Summit Programme

17 – 18 July 2025

Borchers Quarry Wastewater Treatment Works

Google Maps: <https://maps.app.goo.gl/UNu8Xw9RjffXZqYK9>

DAY 1: THURSDAY, 17 JULY			
TIME	AGENDA ITEM	PANELISTS	FACILITATOR
08h30	Arrival, registration and tea		
09h00	Opening and welcome, Borchers Quarry overview		- Albert van Zyl IBP South Africa - Dawie September City of Cape Town
09h30	Setting the scene: Sustainable investment in repairs and maintenance of water and sanitation infrastructure in informal settlements	- Nomzamo Mqeta ITAF National Treasury - Irene Mthandeki City of Cape Town - Crystal West Development Action Group - Sharonne Adams Auditor General of South Africa	Phumeza Mlungwana IBP South Africa
10h30	Community led repairs and maintenance in action: case studies from the Asivikelane hubs	- Luzuko Hoho IBP South Africa - Asivikelane Community Facilitators: Fregen Galant, Martie Tietties, Zolakazi Rasmeni, Eddie Nogwaxa	Dr. Faith Pienaar IBP International Office
11h30	Government perspective on the repairs and maintenance of informal settlement infrastructure	- Ben Peters City of Cape Town - Anton Jones National Department of Water and Sanitation - Dr. Richard Martin Knysna Municipality - Reuben Baatjies IBPSA Consultant	Tyrin Naidoo City of Johannesburg
12h30	LUNCH BREAK		
13h30	Infrastructure donor perspective on sustainable funding and maintenance of informal settlement infrastructure	- Dirk Schaefer GIZ LCCR - Melisa Chuma Mdlungu EU Delegation to South Africa - Raldo Kruger Green Cape - Ben Mokheseng DBSA	Gerhard Pienaar SECO
14h30	Opportunities to institutionalise the role of communities in informal settlement water and sanitation repairs and maintenance	- Carlene van der Westhuizen IBPSA - Masixole Kente Eastern Cape Provincial Government - Dr. Mmaphefo Thwala Energy and Water SETA - Anton Groenewald City of Tshwane	Albert van Zyl IBP South Africa
15h30	End of day reflections and discussion		Lindiwe Ndlela Public Policy Consultant
16h00	CLOSE OF DAY 1 - AFTERNOON TEA		



ORDINARY MUNICIPAL COUNCIL MEETING
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DAY 2: FRIDAY, 18 JULY		
TIME	AGENDA ITEM	FACILITATOR
09h00	Arrival and briefing	• Ludwe Qosho, Nickelwa Maqula, Bonisa Mange <i>Development Action Group</i>
09h30	Depart from Borchers Quarry	
09h45	Site Visit in Khayelitsha: BM Section & RR Section	• Development Action Group
12h00	Site Visit debrief at Borchers Quarry, navigating next steps	• Phumeza Mlungwana <i>IBP South Africa</i> • Crystal West <i>Development Action Group</i>
12h30	Closing remarks	• Albert van Zyl <i>IBP South Africa</i>
12h45	LUNCH AND DEPARTURE	





HAWKS
DIRECTORATE FOR PRIORITY CRIME INVESTIGATION

**WESTERN CAPE
PROVINCIAL
ANTI-FRAUD&CORRUPTION
AWARENESS CAMPAIGN**

28 - 29 JULY 2025
**VENUE : GEORGE CITY
HALL**





DAY ONE (28 JULY 2025)
GEORGE CITY HALL
FIRST SESSION
08:00 TO 09:00 SET UP & REGISTRATION
09:00 TO 11:00 OFFICIAL PROGRAM

PROGRAMME DIRECTORS

LT COL VUKUBI & W/O HANI

OPENING DEVOTION

SAPS CHAPLAIN

PASTOR MZILENI

WELCOMING OF GUESTS

DISTRICT COMMISSIONER

MAJOR GENERAL CETYANA

PURPOSE OF THE DAY

PROVINCIAL HEAD

MAJOR GENERAL MAKGATO

MESSAGE OF SUPPORT

MEC - COGTA

MR ANTON BREDELL

KEYNOTE ADDRESS

EXECUTIVE MAYOR

MR STROBEL/MR VAN DER BRONDER

TEA TIME





SECOND SESSION PRESENTATIONS

11:00 - 11:30 COGTA

11:30 - 12:00 SALGA

12:00 - 12:30 PUBLIC PROTECTOR

PROCUREMENT FRAUD SCCI

12:30 - 13:00 TEAM LEADER SCCI

LT COL VAN DER WESTHUIZEN

LUNCH TIME !! LUNCH TIME !!

CORRUPTION

13:45 - 14:15 PROVINCIAL COMMANDER SCI

BRIGADIER WALTERS

14:15 - 14:45 SIU

MR TSHOLOMBELE

CYBER CRIME INVESTIGATION

14:45 - 15:15 PROVINCIAL COMMNDER PCSI

BRIGADIER STEYNBERG

14:45 - 15:15

ENGAGEMENTS(Q&A)

15:50 - 16:00

VOTE OF THANKS





HAWKS

DIRECTORATE FOR PRIORITY CRIME INVESTIGATION



**Western Cape
Government**

BETTER TOGETHER.



SOUTH AFRICAN LOCAL
GOVERNMENT ASSOCIATION

SALGA

Inspiring service delivery

ORDINARY MUNICIPAL COUNCIL MEETING
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GARDEN ROUTE SPECIAL EXTENDED DISTRICT COORDINATING FORUM MEETING

OVERSIGHT VISIT TO THE GARDEN ROUTE DISTRICT

DATE: 30 June 2025

TIME: 09:00 – 14:30

VENUE: Hybrid: Zoom & Garden Route District Council Chamber, 54 York Street, George

Objectives:

- To strengthen intergovernmental collaboration.
- To present the State of the District and reflect on the catalytic projects.
- To reflect on service delivery challenges and priorities.

AGENDA

TIME	ITEM	LEAD	DURATION
09:00	ARRIVAL, REGISTRATION & COFFEE		
Session A	Closed Session		
09:15 – 09:45	1. Political Briefing	Minister Hlabisa, Minister McKenzie, Provincial Minister Bredell, Executive Mayor Stroebe, Alderman Joubert, HOD Paulse, and Acting MM N Raisa-Mlandu	30min
Session B	Opening Remarks and Reflection on the State of Municipalities		
09:50 – 10:00	2. Welcoming remarks	Ald Andrew Stroebe Executive Mayor: Garden Route	10min
10:00 – 10:10	3. Introduction of guests and apologies	Ald Andrew Stroebe Executive Mayor: Garden Route	10min
10:10 – 10:25	4. Setting the scene and objectives of the engagement	Minister Velenkosini Hlabisa Minister of Cooperative Governance and Traditional Affairs	15min
10:25 – 10:50	5. State of municipalities in the Garden Route District & Catalytic Projects	Ald Andrew Stroebe Executive Mayor: Garden Route	25min
10:50 – 11:35	5.1 Matters of emphasis by local municipalities • Bitou LM • George LM • Hessequa LM • Kannaland LM • Knysna LM • Mossel Bay LM • Oudtshoorn LM	Executive Mayors: 7 local municipalities • Mayor Jessica Kamkam • Mayor Jacquique von Brandis • Mayor Grant Riddles • Mayor Jeffrey Danson • Mayor Thando Matika • Mayor Dirk Kotze • Mayor Johannes Allers	45min (6min each)
11:35 – 11:55	6. Reflection by the Provincial Minister for Local Government, Environmental Affairs and Development Planning	Provincial Minister Anton Bredell	20min
11:55 – 12:15	COFFEE/ TEA BREAK		

ORDINARY MUNICIPAL COUNCIL MEETING
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TIME	ITEM	LEAD	DURATION
Session C	Reflections by Key Partners		
12:15 – 12:25	7. Reflection by DDM Political Champion	Minister Gayton McKenzie National DDM Champion	10min
12:25 – 12:35	8. Reflection by SALGA	Ald Donovan Joubert Chairperson of SALGA Western Cape	10min
12:35 – 12:55	9. Stakeholder inputs	National Departments Inputs • Water & Sanitation • Municipal Infrastructure Support Agency • South African Police Service • Cooperative Governance	20min (5min each)
12:55 – 13:50	10. Discussions	Ministers, Mayors & Senior Officials Provincial Departments • Local Government • Health & Wellness • Provincial Treasury • Environment Affairs & Development Planning • Economic Development & Tourism	55min
13:50 – 14:20	11. Reflection by the Minister of CoGTA	Minister Velenkosini Hlabisa	30min
14:20 – 14:30	12. Resolutions & Closing Remarks	Ald Andrew Stroebel	10min
14:30	CLOSURE & LUNCH		



Standard Bank

01	Welcome Drinks		18:00 – 18:50
02	Welcome and Opening	Andre Jonker (BCB)	19:00 – 19:10
03	Starters are served	Restaurant	19:15
04	KOF Committee Address	TBC	19:30 – 19:40
05	Knysna Municipality	TBC	19:40 – 19:50
06	Closing and Thank You	Leolin Anthony (PPB)	19:50 – 20:00
07	Mains are served	Restaurant	20:00
08	Dessert is served	Restaurant	20:45
09	Bar closes		21:30
10	Restaurant closes		22:00

Wine, Beer, Soft Drinks, tea, coffee
and water included at the Bar provided.
All other beverages can be ordered
from the waiter at client's own expense.

11.2 STATEMENTS AND COMMUNICATIONS BY THE DEPUTY EXECUTIVE MAYOR

FUNCTIONS, MEETINGS & WORKSHOPS ATTENDED BY THE DEPUTY EXECUTIVE MAYOR

REPORT FROM THE DEPUTY EXECUTIVE MAYOR 29 MAY 2025 TO 18 JULY 2025

	TOPIC	SUMMARY
4 June 2025	SMME Support Programme Handover Ceremony	I did the open and welcoming for the SEDFA SMME Support Programme
10 June 2025	Western Cape Accelerator Launch Programme	A programme very close to my heart where I got to deliver the Keynote address
20 June 2025	Africa Skills Electric Vehicle Summit	I attended this in George, where we got insight on the new electrical vehicles coming into our country.
21 June 2025	Cheque Handover by MEC McKenzie	I was invited to this handover which was a cheque handover pertaining to the oyster festival
3 July 2025	Standard Bank Networking Session for the Oyster Festival	Networking with our sponsors for the Oyster Festival
4 July 2025	Netball Medal Handover Ceremony	This tournament was a part of the Oyster Festival. It was a great privilege to see our youth play such good sports and to hand over medals to the winning teams.
4 July 2025	Minister McKenzie Sport Equipment Hand Over	As part of the Oyster Festival Minister McKenzie handed over Sports Equipment for our youth.
5 July 2025	Tourism Brunch with Dr Ivan Meyer	I attended a brunch with the Minister of Agriculture, Economic Development and tourism to discuss Tourism Priorities in the Greater Knysna.
7-11 July 2025	Economic Tourism Summit	A very informative summit pertaining to Economic growth through Tourism
12 July 2025	Ikayha 4x4 Activity Oyster Festival	Supported one of the sponsors of this great event at the very successful Oyster Festival.
12 July 2025	Closing of the Oyster Festival	After the opening was postponed, we changed the ceremony to a closing one. This was a great way to close off a successful festival.

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18 July 2025	Petition Handover with the Youth of Sedgefield	It was great to receive this petition on behalf of the Executive Mayor pertaining to the employment of the youth.
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STATEMENTS AND COMMUNICATIONS BY THE DEPUTY EXECUTIVE MAYOR

My core focus as the Deputy Mayor is to ensure that we increase Knysna Tourism trade by promoting our town in various way, I feel that this is pivotal to Local Economic development and will increase job opportunities in the future.

- The Deputy Executive Mayor had various appointments with constituents during this period; please feel free to inquire at the office of the Deputy Mayor for a copy of the diary.

RECOMMENDATION FROM THE DEPUTY EXECUTIVE MAYOR

That the report from the Deputy Executive Mayor regarding functions, meetings and workshops attended for the period 29 May to 18 July 2025 be noted.

File Number: 9/1/1/1.

Execution: Office of the Deputy Executive Mayor

The poster features a collage of maritime images: a harbor with many boats and buildings in the background, a small boat on the water, and a large cruise ship. The design uses geometric shapes in shades of blue and teal. Text is overlaid on these shapes.

Africa's Coastal Marine Tourism Trade Market 2025

Hosted by:
Africa's Coastal Marine and Maritime
Tourism Alliance (ACMMTA)

**EXHIBITION
PACKAGES**

Exclusive to

MUNICIPALITIES

 **AFRICA'S
COASTAL MARINE
MARITIME TOURISM
TRADE MARKET**

Dates: 15-16 April 2025
Location: Nelson Mandela
Bay, South Africa-
Feathermarket hall

 www.marinetourism.co.za

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AFRICA COASTAL MARINE & MARITIME TOURISM
TRADE MARKET
www.marinetourism.co.za

15th - 16th April 2025
GQEBERHA SOUTH AFRICA

#MEET THE SPEAKERS

 MAKHOTSO SOTYU DEPUTY MINISTER OF TOURISM	 NONKQUBELA NTOMBOXOLO PIETERS MEC OF ECONOMIC DEVELOPMENT	 BABALWA LOBISHE NELSON MANDELA BAY EXECUTIVE MAYOR	 DAVID FROST CEO - SATSA
 OUPA PILANE SATSA - CHAIRMAN AND SOUTH AFRICAN TOURISM - BOARD MEMBER AND CHAIRMAN OF MARKETING COMMITTEE	 DR LYNN JONAS NELSON MANDELA UNIVERSITY - COASTAL MARINE TOURISM LECTURER	 SEPTI BUKULA RENDZO NETWORK AFRICA - FOUNDER	 VANESSA DAVIDSON CEO OF SABBEX/BOATING SOUTH AFRICA

SATSA The Voice of Inbound Tourism
STOKVEL TALK
va
SAIMI
SOWETO

South Africa
MSC CRUISES
CONFSPOT
DISCOVER MANDELA BAY TOURISM

SMME's exhibition Package 1

Shell Scheme Dimensions: 3m x 3m (9 sqm).

Inclusions:

- The exhibition shell scheme built for you. (Just bring your branding and promotional materials)
- Company Name Label: Displayed prominently at the top of the shell scheme stand.
- Furniture: Two chairs and one table (tablecloth included upon request).
- Access Cards: Five (5) access cards for your team to attend and manage the exhibition.
- Access to meetings diary/calendar

R2995,00 (including VAT).



SMME's basic exhibition Package 2

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Custom Stand Building Packages for Africa Coastal & Maritime Tourism Trade Market 2025

Custom Stand Building Timeline

Building Times:

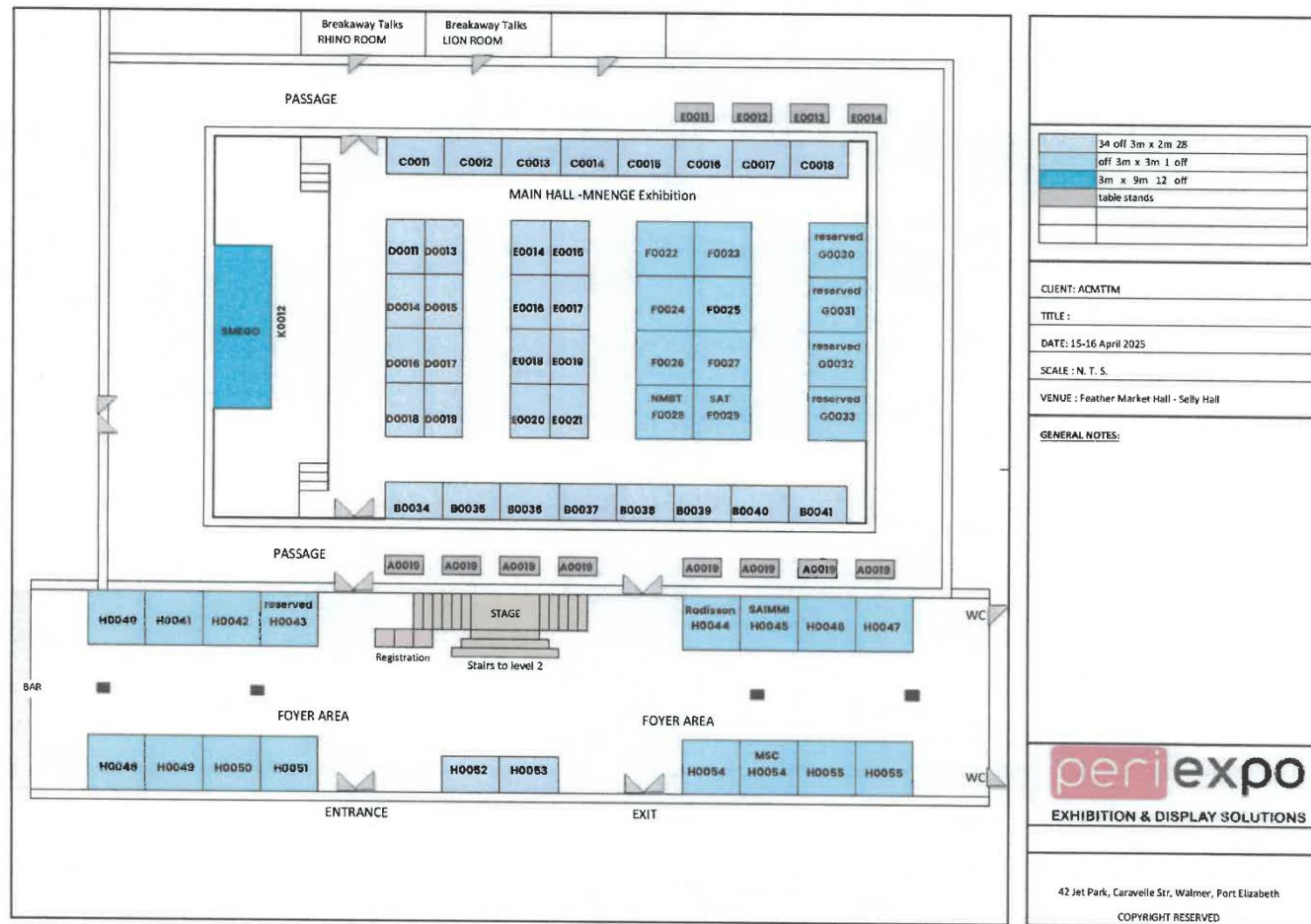
- Start Date: 13 April 2025
- End Date: 14 April 2025
- Hours: 08:00 AM – 06:00 PM daily



ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

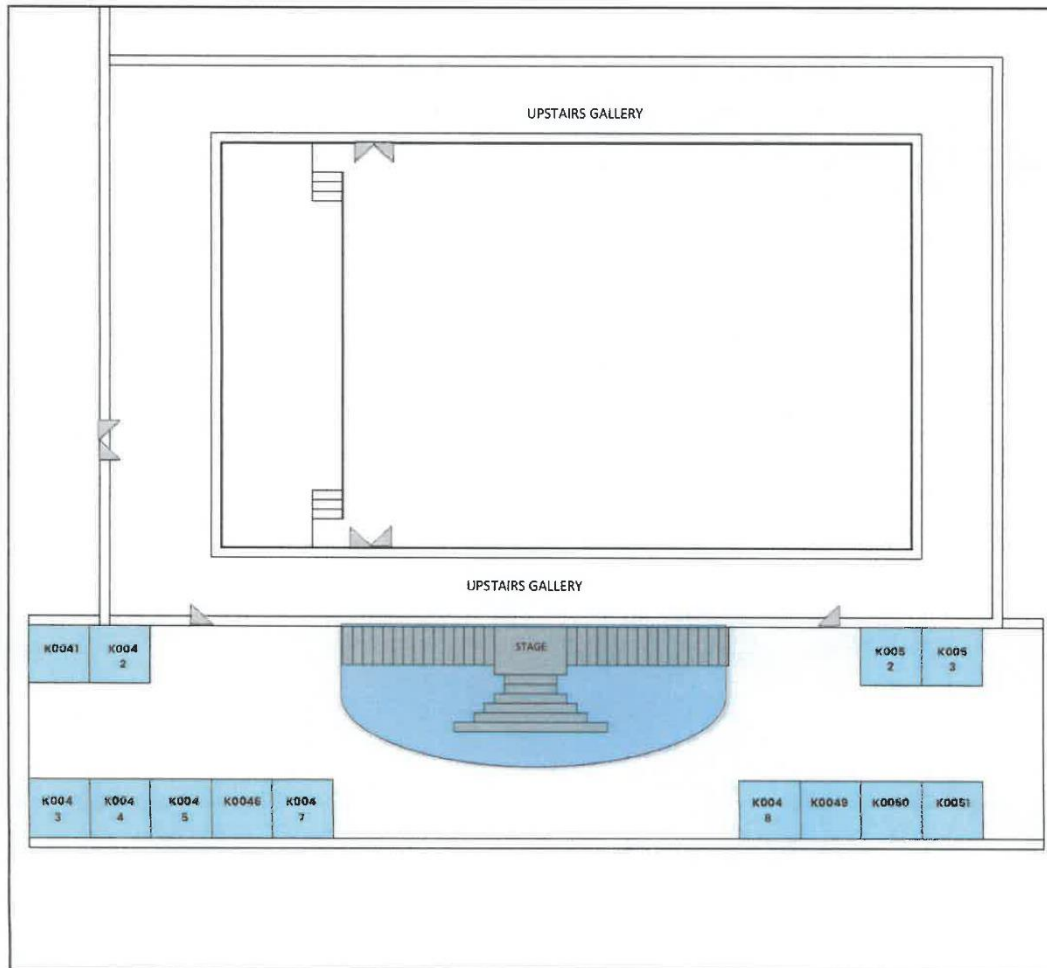
Floor plans

Ground Floor



ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

Top Floor



13 off 3m x 3m	
CLIENT: ACMT7M	
TITLE :	
DATE: 15-16 April 2025	
SCALE : N. T. S.	
VENUE : Feather Market Hall - Selly Hall	
GENERAL NOTES:	
periexpo EXHIBITION & DISPLAY SOLUTIONS 42 Jet Park, Caravelle Str, Walmer, Port Elizabeth COPYRIGHT RESERVED	

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Branch Name: Summerstrand

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ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025



SOUTH AFRICAN TOURISM





Wesgro CEO Wrenelle Stander, alongside the Western Cape Minister for Agriculture, Economic Development and Tourism, Dr Ivan Meyer, warmly invite you to an exclusive cultural activation during Africa's Travel Indaba 2025 – celebrating the spirit, soul, and stories of the Western Cape

This special showcase will highlight the Western Cape's rich cultural heritage through a unique twist: you will meet and engage with some of the inspiring protagonists from our "with love from the locals campaign", the passionate local voices who bring our province's experiences to life.

Come and connect with the individuals who embody the heart of the Western Cape. Their presence will offer a first-hand encounter with the places, people, and passions that make our destination truly extraordinary.



13 May 2025



15h30-18h00



Durban Exhibition Centre, Stand Number J17

Kindly RSVP to luyanda@wesgro.co.za

We look forward to hosting you for an unforgettable cultural journey.

Wesgro
cape town & western cape
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11.3 REPORTS FROM REPRESENTATIVES ON THE GARDEN ROUTE DISTRICT MUNICIPALITY

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

11.4 REPORTS FROM REPRESENTATIVES ON THE SALGA WORKING GROUPS

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

11.5 REPORTS FROM COUNCILLORS REPRESENTING OUTSIDE BODIES AND ORGANISATIONS

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

12. ITEMS FOR CONSIDERATION

12.1 RECOMMENDATIONS FROM THE MAYORAL COMMITTEE: 25 JULY 2025

ITEMS FOR CONSIDERATION

MEMBERS ARE REMINDED THAT THE RELEVANT AGENDAS OF THE PORTFOLIO COMMITTEES CONTAINED THE REPORTS AND SHOULD THUS BE USED AS THE SOURCE DOCUMENTATION WHEN NOTING THE RESOLUTIONS BELOW.

ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING HELD ON 10 JUNE 2025

IS01/06/25 REQUEST FOR COUNCIL APPROVAL – ASSISTANCE BY WESTERN CAPE DEPARTMENT OF RURAL DEVELOPMENT TO FUND AND EMPLEMENT FEASIBILITY STUDIES FOR FORESTRY VILLAGES ON BEHALF OF KNYSNA MUNICIPALITY

UNANIMOUSLY RECOMMENDED

That Council approves the request for assistance from the Western Cape Department of Rural Development to conduct feasibility studies on the provision of service to the forestry villagers.

File Number: 9/1/2/1
Execution: Manager: PMU

IS02/06/25 REPORT ON MISA TEHNICAL ASSISTANCE TO KNYSNA MUNICIPALITY

UNANIMOUSLY RECOMMENDED

- [a] That Council note the technical assistance provided by MISA to the Knysna municipality for a period of two (2) years, from 1 April 2025 until 31 March 2027; and
- [b] That the MISA experts, through the Director Infrastructure Services, submit monthly reports to the S80 Committee relating to the type and frequency of the assistance to the Knysna Municipality.

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

IS03/06/25 REPORT ON WATER QUALITY AND SEWER EFFLUENT QUALITY

UNANIMOUSLY RECOMMENDED

That Council formally note the findings and recommendations contained in the report on water quality and sewer effluent quality.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services
Manager: Water & Sewer

IS04/06/25 EXPENDITURE REPORT ON GRANT FUNDS END APRIL 2025

UNANIMOUSLY RECOMMENDED

- [a] That the procurement of the remaining contracts currently between the Bid Evaluation Committee (BEC) and the Bid Adjudication Committee (BAC) be finalized and awarded as soon as possible;
- [b] That the appeal period be limited to a maximum of 14 days;
- [c] That the Director : Infrastructure Services compile a plan where the grant funding will be spent and that the plan be submitted to a subsequent meeting of the Committee, for consideration'
- [d] That the Municipal Manager and CFO address all challenges in the tender process in order to streamline the tender process;
- [e] That the Municipality allocate budgets for critical vacancies within the Project Management Office.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services
Manager: PMU

IS05/06/25 ELECTRICAL & MECHANICAL DEPARTMENT CAPITAL PROJECT REPORT FROM MARCH TO APRIL 2025

UNANIMOUSLY RECOMMENDED

That the contents of the Electrical & Mechanical Department Capital Project report from March to April 2025 be noted.

File Number: 9/1/2/1

Execution: Manager Electro Technical

IS09/06/25 REPORT OF THE ROADS, TRANSPORT & STORM WATER & BUILDING MAINTENANCE DIVISION (RTSBMD) FOR JULY – APRIL 2025

UNANIMOUSLY RECOMMENDED

- [a] That the report on Roads, Transport & Storm Water and Buildings maintenance division (RTSBMD) for July 2024 – April 2025, be noted;
- [b] That Council fills the vacancies as critical.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services
Manager: Public Works

**ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON
11 JUNE 2025**

**C02/06/25 PROPOSAL TO NAME THE KNYSNA LIBRARY ACTIVITIES HALL AFTER
MRS. PARKES**

RECOMMENDED BY MAJORITY

- [a] That the report on proposal to name the Knysna Library Activities Hall after Mrs. Parkes, be noted.
- [b] That Council approves that the Knysna Library's Activities Hall be named after Mrs. Margaret Parkes.
- [c] That it be noted that it is within Council's competence to resolve on this matter.

Cllr N Louw requested that his vote against the aforementioned recommendation, be recorded.

**C04/06/25 GRASS CUTTING CYCLES PER WARD IN GREATER KNYSNA
MUNICIPAL AREA**

UNANIMOUSLY RECOMMENDED

- [a] That the report on the grass cutting cycles per ward in Greater Knysna Municipal Area be noted.
- [b] That the prioritization of funds on grass cutting for the Parks and Recreation department, be approved.

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

C05/06/25 PROGRESS REPORT ON THE HOMELESS SHELTER

UNANIMOUSLY RECOMMENDED

That the progress report of Homeless Shelter, be noted.

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

**ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT & TOURISM
COMMITTEE MEETING HELD ON 12 JUNE 2025**

**P03/06/25 ENVIRONMENTAL PERFORMANCE REPORT QUARTER 4: APRIL & MAY
2025**

UNANIMOUSLY RECOMMENDED

- [a] That the Environmental Management Department Performance Report for Quarter 4: April and May 2025, be noted; and
- [b] That Administration Investigate if there is a Policy to prevent building of homes in the river flood lines throughout the Greater Knysna Municipal Area and should there not be such a policy, that a Draft Policy be sent to the Mayoral Committee Meeting.

File Number: 9/1/2/13
Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Environmental Management

P08/06/25 DRAFT ECONOMIC DEVELOPMENT STRATEGY

UNANIMOUSLY RECOMMENDED

- [a] That the Draft Economic Development Strategy be noted; and
- [b] That the Draft Economic Development Strategy be approved.

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

P09/06/25 DRAFT INFORMAL TRADING DEVELOPMENT STRATEGY

UNANIMOUSLY RECOMMENDED

- [a] That the Draft Informal Trading Development Strategy, be noted;
- [b] That the draft Informal Trading Development Strategy be approval;
- [c] That the formalization and demarcation of additional trading spaces in Nelson Street, be approved;
- [d] That the establishment of an Informal Trading Internal Steering Committee comprising of the following internal departments be appointed and that the comments from the relevant departments on their roles within the Committee be submitted to the Mayoral Committee:

- a. Solid Waste Department
- b. Law Enforcement Services

- c. Water and Sanitation Services
- d. Roads and Stormwater
- e. Fire Services
- f. Land Use Management; and

- [e] That Council approve the following proposed trading permit periods:
- a. 3 months
 - b. 6 months
 - c. 12 months

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P11/06/25 REPORT ON THE TERMS OF REFERENCE FOR THE GARDEN ROUTE INVESTMENT CONFERENCE 2025

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Terms of Reference for the Garden Route Investment Conference 2025, be noted; and
- [b] That the Terms of Reference for the Garden Route Investment Conference 2025 hereby be supported for consideration.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P12/06/25 ADDENDUM: APPOINTMENT OF INTERNAL MEMBER AND DEPUTY CHAIRPERSON TO THE MUNICIPAL PLANNING TRIBUNAL

UNANIMOUSLY RESOLVED

That the item on the Addendum: Appointment of Internal Member and Deputy Chairperson to the Municipal Planning Tribunal, be withdrawn and a Comprehensive report regarding the Compliance in terms of members of the Municipal Planning Tribunal be submitted to a Special Planning, Economic Development & Tourism Committee Meeting, for consideration.

P13/06/12 REPORT ON ALLEGED UNLAWFUL INFILLING ACTIVITIES ON ERF 1316, RE/1352, AND RE/1146, KNYSNA

UNANIMOUSLY RECOMMENDED

That the report on the alleged unlawful infilling activities on Erf 1316, RE/1352 and RE/1146, Knysna, be noted.

File Number: 9/1/2/5

Execution: Director: Planning, Economic Development & Tourism
Manager: Land Use Management

P14/06/25 REPORT ON THE STATUS OF THE AMENDMENT OF THE KNYSNA MUNICIPALITY REGULATION OF BUILDING AESTHETICS AND HERITAGE BY-LAW AND OUTDOOR ADVERTISING BY-LAW

UNANIMOUSLY RECOMMENDED

- [a] That the report on the status of the amendment of the Knysna Municipality: Regulation of Building Aesthetics and Heritage By-law (2021), be noted; and
- [b] That the report on the status of the amendment of the Knysna Municipality: Regulation of Outdoor Advertising By-law (2021), be noted.

File Number: 9/1/2/13
Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Building Control

ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 18 JUNE 2025 (CORPORATE SERVICES ITEMS)

F&G06/06/25 RISK MANAGEMENT PROGRESS REPORT : QUARTER: JANUARY-MARCH 2025

UNANIMOUSLY RECOMMENDED

- [a] That the Council to ensure the efficiency and effectiveness of the risk management is embedded in the institution;
- [b] That the quarter 3 review of Strategic Risk Register, be approved.

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

F&G07/06/25 REVIEW OF HUMAN RESOURCE POLICIES – INTERNSHIP POLICY, OVERTIME AND STANDBY POLICY AND SUBSISTENCE AND TRAVEL POLICY

UNANIMOUSLY RECOMMENDED

- [a] That the Committee notes the reviewed Internship, Overtime and Standby and Subsistence and Travel Policy.
- [b] That the Committee recommends the approval of the Internship Policy.
- [c] That the Committee recommends the approval of the Overtime and Standby Policy.
- [d] That the Committee recommends the approval of the Subsistence and Travel policy;

- [e] That reports from Councillors in terms of the Subsistence and Travel Policy, be submitted to the Director : Corporate Services to be incorporated in the quarterly report for Administration Services, for consideration;
- [f] That a presentation be made by the Manager : Human Resources on the amendments to the policies mentioned in [b], [c] and [d] at the Ordinary Council Meeting scheduled for 7 August 2025.

File Number: 9/1/2/9

Execution: Director: Corporate Services

F&G08/06/25 APPLICATION FOR LEASE RENEWAL FOR T3430 BONGANI VILLAGE WATER TOWER FOR TELECOMMUNICATIONS TOWER ON A PORTION OF ERF 15865, KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the application to consider the lease renewal application by IHS Towers South Africa Pty Ltd for a portion of Erf 15865, Knysna, be noted;
- [b] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that these sites are deemed not needed to provide the minimum level of basic Municipal Services; and
- [c] That the Municipal Council grants approval for the lease renewal for a period of 9 years and 11 months with the following conditions;
 - I. That the rental amount be R1 681,88 per month;
 - II. That the annual escalation be 10%;
 - III. That all arrear amounts on account number 1-00243-000-31-6 and all related accounts to be paid up to date prior to the signing of the new lease agreement;
 - IV. That the applicant do the necessary Land Use Applications; and
 - V. Report back item should be tabled at the next Section 80 with regards to the signing of the new lease and payment of account.

File Number: C.13

Execution: Director Corporate Services

Manager: Legal Services

Head: Properties

F&G09/06/25 REPORT BACK ON CHURCH APPLICATIONS – UNITING REFORMED CHURCH OF SOUTH AFRICA

UNANIMOUSLY RECOMMENDED

- [a] That the report back and annexure regarding the outstanding information of the approval relating to the Uniting Reformed Church of South Africa, be noted;

[b] That the approval of erven 8249 and 8250, Knysna to be alienated to the Uniting Reformed Church of South Africa in terms of the Management of Immoveable Property Policy, be confirmed;

[c] That the sale amount of erven 8249 and 8250, Knysna be determined in terms of the Management of Immoveable Property Policy.

File Number: 7/2/1/2

Execution: Director: Corporate Services

Acting Head: Properties

F&G10/06/25 REQUEST TO RESCIND THE APPROVAL FOR THE LEASING OF A PORTION OF ERF 214 AND APPLICATION TO APPROVE THE LEASING OF A PORTION OF THE REMAINDER OF ERF 215, KNYSNA FOR GARDENING PURPOSES

UNANIMOUSLY RECOMMENDED

[a] That the report and annexures regarding the request for the approval related to Erf 214, Knysna be changed to a portion of the remainder of Erf 215, Knysna for vegetable gardening purposes, be noted;

[b] That Council rescinds the following decisions taken at its meeting dated 30 March 2022:

"[a] That the report and annexure regarding the request for a lease agreement on a portion of Erf 214, Knysna for vegetable gardening purposes, be noted;

[b] That the advertising of the intended leasing of the unutilized portion of Erf 214 Knysna, be noted;

[c] That it be noted that no comments and or objections were received during the advertising period;

[d] That in terms of Section 34(1)(b) of the Asset Transfer Regulations the Municipal Council approve the right to use, control or manage the relevant portion of Erf 214 measuring 10 000m², Knysna for gardening purpose may be granted;

[e] That the proposed portion of Erf 214 Knysna be leased a nominal amount of R500 at an annual escalation of 10%;

[f] That the applicant be informed that they will be solely responsible for all costs for the establishment of the vegetable garden on a portion of Erf 214, Knysna;

[g] That the portion of Erf 214 Knysna will be for the purpose of establishing a vegetable garden for Community benefit;

[h] That the lease will be for a period of 9 years and 11 months;

- [i] That all risks should be transferred to the applicant once approval is granted for the portion of Erf 214, Knysna;*
- [j] That the Acting Municipal Manager enter into a 9 year and 11 months' lease agreement for the portion of Erf 214, Knysna for the establishment of a vegetable garden;*
- [k] That should the property be utilised for anything other than community garden, a market related rental will be charged; and*
- [l] That should the property be utilised for anything other than a community garden, the municipality reserves the right to terminate the lease."*
- [c] That the Municipal Manager cancel the lease agreement entered into by and between Knysna Municipality and the Ward 4 Community Garden during June 2022 which gave the Ward 4 Community Garden permission to use ±10 000 square meters of a portion of Erf 214, Knysna for community vegetable garden purposes;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that a portion of the remainder of Erf 215, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That a below market-related tariff be proposed, as the Ward 4 Community Garden will be delivering a valuable service to the community and registered as an NPO;
- [f] That the Municipal Manager advertise the intended leasing of a portion of the remainder of Erf 215, Knysna, for a period of 9 years and 11 months for community vegetable garden purposes, subject to an 18-month notice period cancellation clause if needed by the Municipality;
- [g] That the applicant be informed that they will be solely responsible for all costs for the establishment of the vegetable garden on a portion of the remainder of Erf 215, Knysna; and
- [h] That a follow up item be submitted after the public participation process.

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

F&G11/06/25 APPLICATION TO LEASE A PORTION OF ERF 3517, SEDGEFIELD (NSRI BOAT HOUSE AT THE MYOLI BEACH PARKING) AND THE APPROVAL OF BUILDING ALTERATIONS

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the leasing of portion of Erf 3517, Sedgfield, be noted,
- [b] That a below market-related tariff be proposed, as the NSRI is delivering a service to the community and registered as an NPO;
- [c] That the Municipal Manager advertise the intended leasing of a portion (including the extended portion) of Erf 3517, Sedgfield for boat house purposes for a period of 9 years and 11 months;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms the relevant portion (including the extended portion) of Erf 3517, Sedgfield, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the applicant be responsible for all costs related to leasing of a portion of Erf 3517, Sedgfield;
- [f] That the Municipal Manager be authorised to give a power of attorney for the submission of building plans (and any application for land use permission as may be required) to affect the alterations to extend the existing boathouse; and
- [g] That a follow up item be submitted after the public participation process.

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

F&G12/06/25 APPLICATION TO RENEW LEASE AGREEMENT OF SEDGEFIELD BOWLING CLUB – A PORTION OF ERF 2058, SEDGEFIELD

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the request for the renewal of the lease agreement entered into by and between Knysna Municipality and Sedgfield Bowling Club for the leasing of a portion of Erf 2058, Sedgfield, be noted,
- [b] That the request for the renewal of the lease after its expiration is approved for 9 years and 11 months from 1 June 2026 to 30 April 2036;
- [c] That a below market-related tariff be determined, as the Sedgfield Bowling Club is delivering a service to the community and is a Sporting Body;

- [d] That the request for additional space **not be approved**;
- [e] That the Municipal Manager advertise the intended leasing of a portion of Erf 2058, Sedgfield at a below market rate for sporting purposes,
- [f] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the area in question, on a portion of Erf 2058, Sedgfield, is deemed not needed to provide the minimum level of basic Municipal Services;
- [g] That the applicant be responsible for all costs related to leasing of a portion of Erf 2058, Sedgfield; and
- [h] That a follow up item be submitted after the public participation process.

File Number: 7/2/1/2

Execution: Director: Corporate Services

F&G13/06/25 REPORT BACK ON APPLICATION FOR LEASE AGREEMENT – FOR A PORTION OF ERF 1316, KNYSNA BUTTING ERF 3556, KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report and additional annexure's regarding the request for lease agreement on a portion of Erf 1316, Knysna, be noted;
- [b] That the advertising of the intended leasing of a portion of Erf 1316, Knysna to the owner of Erf 3556, Knysna be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 1316, Knysna is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the application only be considered by the committee after the remedial/mitigation measure in response to the pre-compliance notice have been implemented.

Reference: 7/1/2/5

Execution: Municipal Manager

Director: Corporate Services

F&G14/06/25 REPORT ON PROPERTY DISPUTE WITH GARDEN ROUTE DISTRICT MUNICIPALITY

UNANIMOUSLY RECOMMENDED

- [a] That the contents of the report pertaining to the dispute pertaining to the registration of ownership of the properties be noted;
- [b] That the administration solicit further assistance from the Western Cape Provincial Government with the facilitation of the dispute;
- [c] That the administration reports back to the following meeting regarding the progress of the dispute;
- [d] That Council confirms that Knysna Municipality is not indebted to the Garden Route District Municipality for free office rental; and
- [e] That any agreement for the utilisation of Municipal premises for office accommodation by the Garden Route District Municipality be tabled to Knysna Council for consideration;
- [f] That if any negotiations with the Garden Route District Municipality are conducted the following Councillors and officials, be included:
 - Executive Mayor
 - Chairperson of Finance and Governance Committee
 - Municipal Manager
 - Director : Corporate Services
 - Chief Financial Officer
 - Acting Manager : Legal Services
 - Cllrs S Campbell, N Louw and S Sabbagh.

File Number: 9/1/2/9

Execution: Director Corporate Services

Acting Manager: Legal Services

ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 19 JUNE 2025 (FINANCE ITEMS)

F&G01/06/25 YEAR END DEADLINES/AFS PREPARATION PLAN 2024/2025

UNANIMOUSLY RECOMMENDED

That the Year-End Deadlines/AFS Preparation plan 2024/2025, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G02/06/25 MONTHLY BUDGET STATEMENT – APRIL 2025

UNANIMOUSLY RECOMMENDED

- [a] That the Section 71 Monthly Budget Statement as at 30 April 2025, be noted;
- [b] That it be noted that the Section 71 Monthly Budget Statement as at 30 April 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 15 May 2025, being the 10th working day after the end of April 2025;
- [c] That it be noted that the Section 71 Monthly Budget Statement as at 30 April 2025 has been published on the municipal website.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G03/06/25 REPORT ON FRUITLESS AND WASTEFUL EXPENDITURE FOR JULY 2024 TO MAY 2025

UNANIMOUSLY RECOMMENDED

- [a] That the report on fruitless and wasteful expenditure for July 2024 to May 2025, be noted.
- [b] That the fruitless and wasteful expenditure as per Annexure A be submitted to MPAC for investigation.

File Number: 9/1/2/10

Execution: Municipal Manager
Director: Financial Services
Manager Expenditure

F&G04/06/25 MONTHLY BUDGET STATEMENT – MAY 2025

UNANIMOUSLY RECOMMENDED

- [a] That the Section 71 Monthly Budget Statement as at 31 May 2025, be noted.
- [b] That it be noted that the Section 71 Monthly Budget Statement as at 31 May 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 13 June 2025, being the 10th working day after the end of May 2025;
- [c] That it be noted that the Section 71 Monthly Budget Statement as at 31 May 2025 has been published on the municipal website.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G05/06/25 AUDITOR GENERAL CONSOLIDATED GENERAL REPORT ON LOCAL GOVERNMENT 2023-2024 AUDIT OUTCOMES

UNANIMOUSLY RECOMMENDED

That the Auditor General's Consolidated General Report on Local Government 2023-2024 Audit Outcomes, be noted.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G06/06/25 PLANNED AUCTION: DISPOSAL OF MOVABLE AND IMMOVABLE MUNICIPAL ASSETS

RECOMMENDED BY MAJORITY

- [a] That the report with regard to the planned auction : disposal of movable and immovable municipal assets, be noted.
- [b] That both the Council Resolutions, attached as Annexure A and Annexure B to the agenda of the Finance and Governance agenda dated 19 June, be noted.
- [c] That it be noted that the auction is provisionally scheduled to take place in September 2025.
- [d] That it be noted that Erf 3534 has been removed from the auction list.
- [e] That it be noted that after the auction, the council's approval is required before the highest bid can be accepted.

ITEMS SUBMITTED TO THE SPECIAL COMMUNITY SERVICES COMMITTEE MEETING HELD ON 2 JULY 2025

SC01/06/25 ADVERSE WEATHER INCIDENT REPORT FOR 8- 10 JUNE 2025

UNANIMOUSLY RECOMMENDED

That the incident report caused by the adverse weather conditions for 8 -10 June 2025, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

SC03/06/25 MUNICIPAL WASTE PARTNERSHIP FACILITATED BY THE GREATER KNYSNA BUSINESS CHAMBER (GKBC)

UNANIMOUSLY RECOMMENDED

That the Report on the Municipal Waste Partnership facilitated by the Greater Knysna Business Chamber (GKBC), be withdrawn and that Coco Solutions and

the panel of transactional advisors make a presentation at the next Community Services Committee Meeting.

File Number: 9/1/2/5

Execution: Director: Community Services
Acting Manager: Waste Management

SC04/06/25 PROPOSAL FOR THE EXECUTIVE ASSIGNMENT OF THE LIBRARY FUNCTION TO THE MUNICIPALITY

UNANIMOUSLY RECOMMENDED

That the Proposal for the Executive Assignment of the Library function to the Municipality, be withdrawn and that the Director : Community Services arrange a meeting with all relevant role players, including SALGA and thereafter a Workshop be held prior to 20 July 2025.

File Number: 9/1/2/5

Execution: Director: Community Services

SC05/06/25 HYDRANT MAINTENANCE REPORT KARATARA

UNANIMOUSLY RECOMMENDED

- [a] That the report on Fire Maintenance in Karatara, be noted; and
- [b] That the Directorate of Infrastructure & Community Services conduct an assessment to evaluate the need for the installation of additional or new fire hydrants.

File Number: 9/1/2/5

Execution: Director: Community Services

SC06/06/25 REINSTATEMENT OF FIRE BRIGADE RESERVE FORCE UNDER THE FIRE BRIGADE ACT SERVICES ACT NO. 99 OF 1987

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Establishing a Reserve Force for within the Fire Department, be noted; and
- [b] That budgetary provision be made in the next fiscal year to improve talent retention.

File Number: 9/1/2/5

Execution: Director: Community Services

SC07/06/25 FINAL FOURTH (4TH) GENERATION AIR QUALITY MANAGEMENT PLAN DEVELOPMENT

UNANIMOUSLY RECOMMENDED

- [a] That the contents of the Final Draft Fourth (4th) Generation Air Quality Management Plan, be noted; and
- [b] That the 4th Generation Air Quality Management Plan be submitted to Council for approval and adoption.

File Number: 9/1/2/5

Execution: Director: Community Services
Acting Manager: Solid Waste

ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 3 JULY 2025

IHS01/07/25 INTEGRATED HUMAN SETTLEMENTS: ALTERNATIVE ON-SITE SANITATION TECHNOLOGIES FOR KNYSNA INFORMAL SETTLEMENTS

UNANIMOUSLY RECOMMENDED

- [a] That the Integrated Human Settlements: Alternative On-Site Sanitation Technologies for Knysna Informal Settlements Report, be noted;
- [b] That the presentation by IH Academy on the Bio Separator, be noted;
- [c] That Council supports the piloting of alternative sanitation technologies, including the Bio Separator, in selected informal settlements;
- [d] That the Directorate IHS commence a procurement process to appoint service providers for the pilot projects in accordance with the SCM policy;
- [e] That members of the S80 Committee and relevant officials (IHS, Water & Sanitation, Public Health, and Environmental Management) undertake a learning site visit to George Municipality;
- [f] That a technical and Ward Committee consultation process be initiated to identify appropriate pilot sites;
- [g] That in partnership with Asivikelane and technology provider (s) be formally considered to facilitate implementation, training, and monitoring; and
- [h] That a progress report be submitted quarterly to the Portfolio Committee for Human Settlements.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Human Settlements Officer

**IHS02/07/25 SUBMISSION OF THE BUSINESS PLAN FOR 2024/25 FINANCIAL YEAR:
APRIL 2025**

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Submission of the Business Plan for 2024/25 Financial Year for April 2025, be noted; and
- [b] That Council take note of the 2024/5 Housing Business Plan as approved by the Western Cape Department of Infrastructure.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Projects and Housing Finance

**IHS03/07/25 INTEGRATED HUMAN SETTLEMENTS MONTHLY REPORT FOR THE
PERIOD APRIL 2025**

UNANIMOUSLY RECOMMENDED

- [a] That the Integrated Human Settlements Monthly Report for the period April 2025, be noted; and
- [b] That the contents of the report be noted in respect of related project implementation for the period end April 2025 relative to the approved WCDoHS Business Plan 2024/25FY.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Projects and Housing Finance

**IHS04/07/25 INTEGRATED HUMAN SETTLEMENTS: PREPARATION OF A HUMAN
SETTLEMENTS SECTOR PLAN**

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the process towards preparation of a Human Settlements Sector Plan and approves tabling of the plan for public participation;
- [b] That the Directorate IHS presents the draft Sector Plan to the SDF Councillors workshop;
- [c] That consultation workshops be scheduled with the Ward Committees and Housing Stakeholders; and
- [d] That the Directorate arrange a Housing Indaba with the private sector and relevant stakeholders to exhibit the Greater Knysna Housing development investment opportunities.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Manager: Human Settlements

IHS05/07/25 INTEGRATED HUMAN SETTLEMENTS MONTHLY REPORT: PIPELINE PROJECTS

UNANIMOUSLY RECOMMENDED

- [a] That the report on the Housing Pipeline Projects as registered with the Western Cape Department of Infrastructure, be noted; and
- [b] That Council approves the list of housing pipeline projects.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Projects and Housing Finance

IHS06/07/25 INTEGRATED HUMAN SETTLEMENTS: CONDITION SURVEY AND MAINTENANCE OF CONCRETE TOILETS

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Integrated Human Settlements: Condition Survey and Maintenance of Concrete toilets, be noted; and
- [b] That Council approve the virement of R50,000 originally allocated for additional blue toilets to be added to the toilet rectification programme.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Senior Manager: Human Settlements

IHS07/07/25 SUBMISSION ON INCOMPLETE HOUSES UNDER T47/2021/22

UNANIMOUSLY RECOMMENDED

That the progress that has been made on the incomplete houses under T47/2021/22, be noted.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Project Coordinator: Integrated Human Settlements

ITEMS SUBMITTED TO THE SPECIAL PLANNING, ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE MEETING HELD ON 15 JULY 2025

See In committee minutes.

**ITEMS SUBMITTED TO THE SPECIAL INFRASTRUCTURE SERVICES COMMITTEE
MEETING HELD ON 17 JULY 2025**

**SIS01/07/25 REPORT ON THE BROKEN STREETLIGHTS THROUGHOUT THE
GREATER KNYSNA AREA**

UNANIMOUSLY RECOMMENDED

- [a] That the report on the broken streetlights throughout the Greater Knysna Area be noted;
- [b] That the approved budget of R2,800,000-00 be divided to allow R2,000,000-00 for streetlights to be ring-fenced and R800,000-00 be made available for the repairs and maintenance of Traffic Lights.
- [c] That a report be provided with a costing of the actual faulty globes and the cost of replacement of each defective streetlight.
- [d] That the repairs on the streetlights be implemented with immediate effect.

**SIS02/07/25 REPORT ON THE BROKEN TRAFFIC LIGHT ON THE CORNER OF MAIN
AND LONG STREET**

UNANIMOUSLY RECOMMENDED

- [a] That the report on the broken traffic light on the corner of Main and Long Street, be noted.
- [b] That anyone responsible for the deliberate damage to Traffic Lights be held accountable for the full cost of repairs.

SIS03/07/25 REPORT ON WATER AND SANITATION PUMPS

UNANIMOUSLY RECOMMENDED

- [a] That the contents of the report on water and sewer pumps, be noted;
- [b] That the Municipal Manager, CFO and Director : Infrastructure Services be authorised to take all necessary measures to retrieve all pumps and equipment from the service provider in the shortest time possible;
- [c] That a report on measures to be taken in [b] above, be reported on at the Special Council Meeting scheduled for Friday, 18 July 2025.

**ITEMS SUBMITTED TO THE SPECIAL FINANCE AND GOVERNANCE COMMITTEE
MEETING HELD ON 22 JULY 2025**

See In committee minutes.

13. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

13.1

C01/08/25	APPOINTMENT OF MEMBERS TO THE DISCIPLINARY BOARD IN TERMS OF THE FINANCIAL MISCONDUCT REGULATIONS
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REPORT OF THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

To facilitate the appointment of two members to the Municipal Disciplinary Board as required in terms of the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, Government Gazette 37699 dated 30 May 2014.

BACKGROUND

The Municipal Council unanimously resolved, in resolution of Item **C10/04/25**, during a Ordinary Council meeting held on 31 March 2025, as follows:

C10/04/25 APPOINTMENT OF MEMBERS TO THE DISCIPLINARY BOARD IN TERMS OF THE FINANCIAL MISCONDUCT REGULATIONS

UNANIMOUSLY RESOLVED

- [a] That the Report on the Appointment of members to the Disciplinary Board in terms of the Financial Misconduct Regulations, be noted;
- [b] That the one vacancy in the Board be filled through the external advertising of the position (draft advert attached);
- [c] That the Municipal Manager write to the National and Provincial Treasury requesting either to nominate their representative to occupy a seat on the Board;
- [d] That the Municipal Manager be mandated to complete the recruitment process and refer the recommended candidates for appointment to Council; and
- [e] That the Chief Audit Executive and Legal Advisor attend the meetings of the Disciplinary board in a support and/or advisory capacity.

File Number : 9/1/1/1

Execution : Municipal Manager

Chief Audit Executive

DISCUSSION

A Disciplinary Board must be appointed to investigate any allegations of financial misconduct in terms of the Local Government: Municipal Financial Management Act, 2003.

The legal framework for the establishment of such a Disciplinary Board is enacted in the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings made

in terms of Sections 168 and 175 of the Local Government: Municipal Financial Management Act, 2003.

In terms of the Regulation 3 and 6,

(3) A disciplinary board must consist of maximum five members appointed on a part-time basis by the council or board of directors for a period not exceeding three years, in accordance with a process as determined by the municipal council or board of directors.

(6) "A Disciplinary Board **may** consist of -:

- (a) The head of the internal audit unit within the municipality or municipal entity or representative of an organization performing internal audit functions for the municipality or municipal entity if the internal audit function is outsourced.
- (b) one member of the Audit Committee of the municipality or municipal entity
- (c) a senior manager from legal division in the municipality or municipal entity
- (d) a representative from National Treasury or Provincial Treasury; and
- (e) any other person as determined by the municipal council or board of directors of a municipal entity.

Subsequent to the above Council resolution the Municipal Manager, wrote the both the National and Provincial Treasuries as resolved by Council. Attached hereto as Appendix "A" and "B"

The National Treasury responded on 25 June 2025 with an indication that they are unable to nominate an official from the National Treasury. Response attached hereto as Appendix "C"

Similarly, the Provincial Treasury responded on 10 July 2025 with same indication. Response attached hereto as Appendix "D"

Further to this, the municipality also advertised the vacancy in the Knysna/Plett Herold on 24 April 2025. In total, 20 applications were received.

In line with the above Council resolution, the Municipal Manager ranked the top ten candidates, according to the qualifications and experience as advertised.

Based on the process followed above and the responses received from the Treasuries, it is recommended that the top two applicants be appointed.

The details of these candidates are as follow:

Surname	Gender	City/Town	Education	Professional designations
Enos, A	M	Dana Bay	•LLB DEGREE (2007) UNISA •B-IURIS (1995) UNISA	Advocate
Bathgate, L	F	Kuilsriver	• LLB -UWC	Advocate

RECOMMENDATION OF THE MUNICIPAL MANAGER

- [a] That the correspondence from the National Treasury be noted.
- [b] That the correspondence from the Provincial Treasury be noted.
- [c] That Council appoint, Mr.A.Enos and Ms.L.Bathgate to the Municipal Disciplinary Board for a period of three years.
- [d] That should one or all of the above recommended candidates not accept the appointment, that candidate 3 and 4 be appointed.
- [e] That members not in the employment of a government institution be remunerated, as a member of the audit committee.

File Number : 9/1/1/1

Execution : Municipal Manager
 Chief Audit Executive

Appendix A: Correspondence to National Treasury
Appendix B: Correspondence to Provincial Treasury
Appendix C: Correspondence from National Treasury
Appendix D: Correspondence from Provincial Treasury
Appendix E: Correspondence from National Treasury

No	Surname and Initial	Gender	City/Town	Education	Professional designations	Work experience	Employer
1	Enos, A	M	Dana Bay	•LLB DEGREE (2007) UNISA •B-IURIS (1995) UNISA	Advocate	1. Advocate In Private Practice (Nov 2024-present) 2. Chairman: Property Valuations Appeal Board- Mosselbay and Hessequa Municipalities (Nov 2020- present) 3. Member of Disciplinary Board- George Municipality (5 Dec-present) 4. Acting Magistrate- Mosselbay Magistrate's Court (Jan 2021-Aug 2024) 5. Co-Director/ Co-owner- Stella-Lou's (Pty)Ltd (Jan 2018-Aug 2020) 6. Acting Judicial Head- Department of Justice and Correctional Services (Jun 2015-Dec 2017) 7. Additional Magistrate- Department of Justice and Correctional Services (Nov 2008-May 2015) 8. Regional Court Control Prosecutor- National Prosecuting Authority (Jun 2008-Oct 2008) 9. Control Prosecutor- National Prosecuting Authority (Aug 2002-May 2008) 10. Specialist Prosecutor (Sexual Offences Regional Courts)- Johannesburg Magistrate's Court (Feb 2000-Jul 2002) 11. Regional Court Prosecutor- Johannesburg Magistrate's Court (Nov 1997-Jan 2000) 12. District Court Prosecutor- Johannesburg Magistrate's Court (Mar 1996-Oct 1997) 13. Registrar's Clerk at High Court- Johannesburg (Apr 1994-Oct 1995) 14. Justice Administration Clerk- Pretoria Magistrate's Court (Jan 1992-Mar 1994)	1. Self-employed 2. Mosselbay and Hessequa Municipalities (Part time) 3. George Municipality (Part time)
2	Bathgate, L	F	Kuilsriver	• LLB -UWC	Advocate	1. Deputy Director: Employee Relations - Management of Grievances, Disputes, and Misconduct - WCED (Apr 2019-present) 2. Assistant Director: Employee Relations – Management Of Grievances, Disputes & Misconduct - WCE (Jul 2011-Apr 2016) 3. Assistant Director: Employee Relations – Training, Policy & Research- WCED (May 206-Mar 2019) 4. Senior Labour Relations Officer- WCED (Jul 2007-Jun 2011)	WCED

3	Mlindazwe, N	M	Cape Town	•CA(SA) (2017) •PGDA (2014) UNISA •BCOM Accounting (2013) UWC	CA(SA)	1. Chief Audit Executive- Saldana Bay Municipality (Feb 2025-present) 2. Chairperson- Financial Misconduct Disciplinary Board (Feb 2025-present) 3. Financial Accounting Lecturer- University of Western Cape (Jul 2024-Dec 2024) 4. Mentor: Ukukhula Programme- University of Western Cape (Sept 2024-Nov 2024) 5. Assistant Audit Manager- BDO LLP UK (Mar 2022-Jun 2023) 6. Assistant Audit Manager- AGSA (Jan 2017-Jan 2022) 7. Trainee Auditor- AGSA (Mar 2014-Dec 2016)	Saldana Bay Municipality
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4	Joseph, A	M	Durbanville	•Baccalaureus Legum(LL-B –degree) (2002) University of the Western Cape (UWC) •Baccalaureus Procuratoris. (B.Proc-degree) (1997) University of the Western Cape (UWC) •Baccalaureus Educationis.(B.ED-degree) (1987) University of the Western Cape (UWC) •Higher Teaching Diploma (1983) University of the Western Cape (UWC) •Baccalaureus Artium. (B.A-degree) (1982) University of the Western Cape (UWC) •Competence Certificate – Workplace Assessor (2016) Africa Competency Development •Commercial Mediation Accreditation Programme (2014) University of Stellenbosch •Initiating Disciplinary Enquiries Certificate (2005) Bruniquel & Associates (Pty) Limited (B&A) Industrial Relations & Training Consultants (est.1981) Accredited Training Providers •Full-Time Practical Course Attendance Report (1998) UCT •Social Law Project (Labour Outreach) Course in Labour and Social Law (1996)	Attorney	1. SACE Panellist Representative- present 2. Chairperson- Disciplinary Hearings - Kannaland Municipality (2019-2020) 3. Manager: Legal and Administration Services- Breede Valley Municipality (2008-2015) 4. Chairperson –Disciplinary Hearings- Boland Rugby Football Union (2012-2014) 5. Part-time employment project; written and compile training disciplinary manual for Shop Stewards wrote and compile a training disciplinary manual for Shop Stewards -WC Provincial Health Department (Sept 2008-Nov 2008) 6. Legal Advisor- IMATU (2004-2007) 7. Prosecutor for SACE Disciplinary Matters (2003-2004). 8. Senior Lecturer- Mercantile Law (N5,6) and Communication to Legal Secretarial students (N4,N5,N6). - Northlink College (Pretoria) (1990-2004) 9. Moderator: Mercantile Law for N4, N5, N6 exams for Department of Education, Western Cape Colleges (1999-2003). 10. Teacher- Western Cape Education Department: Senior Teacher – Beauvallon Senior Secondary School (1986 -1989)	SACE Panellist Representative
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				UWC •Entrepreneurship Development Workshop for Trainers of Trainers (1995) Foundation for Economic & Business Development •Program in Entrepreneurship (1995) University of Stellenbosch Centre for Entrepreneurship-Graduate School of Business •Associate ship examination (1985) 1985 The Institute of Certified Bookkeepers Limited Associate ship examination and passed the following subjects; Accounting; Business Economics,(Advanced Business Calculation, Business communication-Exempt)			
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5	Ngcosane, MS	M	Cape Town	•LLM (Professional Masters) in Dispute Resolution •Postgraduate Diploma in Labour Law (Dispute Resolution - NQF8) – UWC (2024) •Trial Advocacy Training – BLC (2022) •Higher Certificate in Criminal Justice & Forensic Investigations – UJ (2015) •Postgraduate Diploma in Labour Law (NQF 7) – University of Jhb (2014) •Certificate in Labour Law (NQF level 6) – University of Jhb (2013) •Advanced Labour Law Programme- UNISA (2003) •Development Programme in Labour Relations- UNISA SBL (2002) •Course in Labour Relations Management – UNISA (2001)	None	1. ER Specialist – UCT (Aug 2023-present) 2. Labour Relations Officer (Part Time) – Maluti TVET College (Oct 2016-present) 3. Part time Panellist - GPSSBC (Oct 2014-present) 4. ER Specialist – SABS (Apr 2015-May 2016) 5. Assistant Director: Employee Relations - Disciplinary Matters – Dept. Of Police, Roads & Transport (Nov 2011-Jul 2014) 6. ELRC Part Time Panellist (Jul 2011-Mar 2012) 7. SALGBC Panellist (Nov 2010-Mar 2011) 8. CCMA Level A Commissioner (Jan 2006-Apr 2010) 9. Rand Water Protective Services Officer (Feb 1990-Dec 2005)	1.UCT 2. Maluti TVET College 3. GPSSBC
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Reference number: PTR 12/2/17/1
Enquiries: Melissa van Niekerk

Private Bag X9165
CAPE TOWN
8000

The Municipal Manager
Mr Lulamile Mapholoba
Knysna Municipality
PO Box 21
Knysna
6570

Per Email: lmapholoba@knysna.gov.za; astrydom@knysna.gov.za

Dear Mr Mapholoba

RE: DISCIPLINARY BOARD: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MUNICIPAL REGULATIONS ON FINANCIAL MISCONDUCT PROCEDURES AND CRIMINAL PROCEEDINGS, 2014

The communication received by the Provincial Treasury (PT) from Knysna Municipality dated 20 May 2025 your Ref: 9/1/2/14, regarding the above subject holds reference.

The Provincial Treasury acknowledges receipt of the request, however; PT is unable to avail an official to serve as a member on your disciplinary board.

To enable support to all 30 municipalities in the effective functioning of their disciplinary boards established as per of the MFMA: Financial Misconduct and Criminal Proceedings Regulation 4 ("the Regulations"), Provincial Treasury has elected to provide advisory support to municipal disciplinary boards, as and when required.

The Provincial Treasury officials responsible to coordinate advisory requests are:

Ms Melissa van Niekerk

Director: Financial Governance

Email: Melissa.vanNiekerk@westerncape.gov.za

Mr Maxwell Petersen

Chief Financial Analyst

Email: Maxwell.Petersen@westerncape.gov.za

The municipality is advised to source individuals that are appropriately skilled as indicated per regulation 4(6) of "the Regulations" to enhance the effectiveness of the disciplinary board.

Furthermore, under the prevailing financial constraints the municipality is advised to consider the costs associated with appointing any members to the Disciplinary Board that will result in charges and preference should be given to municipal officials within the municipal district.

Kindly keep the Provincial Treasury informed of the outcome of the appointment of the Disciplinary Board and investigation(s), as required by "the Regulations".

Yours sincerely

 Digitally signed by Julinda
Gantana HOD
Date: 2025.07.08 11:21:27
+02'00'

MS JULINDA GANTANA
HEAD OFFICIAL: PROVINCIAL TREASURY



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Private Bag X115, Pretoria, 0001 • 40 Church Square, PRETORIA, 0002 • Tel: +27 12 315 5111, Fax: +27 12 406 9055 • www.treasury.gov.za

Email: mfma@treasury.gov.za

The Municipal Manager
Knysna Municipality
PO Box 21
KNYSNA
6570

For Attention: Mr. L Mapholoba

Per Email: mm@knysna.gov.za

Dear Sir

RE: REQUEST FOR NATIONAL TREASURY REPRESENTATIVE TO SERVE IN THE KNYSNA LOCAL MUNICIPALITY DISCIPLINARY BOARD

The letter with File Ref: File Ref: 9/1/2/14 received on 26 May 2025 has reference.

We have noted the content of the letter.

The municipality is requesting the National Treasury to nominate an official to serve on the disciplinary board. Please note that, due resource constraints, we are unable to nominate an official from the National Treasury to serve on the Disciplinary Board of the Knysna Municipality, at this time.

However, officials from the National Treasury will be able to render assistance, advice and guidance on an ad hoc basis on the implementation of the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, as and when the need arise.

Please note that it is not mandatory for either a National Treasury or a Provincial Treasury representative to be part of the municipality's disciplinary board. Therefore, the municipality must proceed with the establishment of the disciplinary board and appoint any officials with the requisite skills, experience and knowledge to be able to discharge the responsibilities of a member of the Disciplinary Board.

Nkwama wa Tiko • Gwama la Muvhuso • Nasionale Tesourie • Lefapha la Bosetshaba la Matlotlo • uMnyango wezezimali • Litiko leTetimali taVelonkhe • Tirelo ya Matlotlo a Bosetshahaba
Tshebeletso ya Matlotlo a Naha • UMnyango weziMali • Isebe leNgxowa Mali yeLizwe

National Treasury | @TreasuryRSA



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

2 of 2

We trust that you will be guided by the above.

Yours sincerely

Wayne McComans
Chief Director: MFMA Implementation
Date: 20 June 2025

Cc: Chief Financial Officer
Cc: MFMA Coordinator: Western Cape Provincial Treasury



Knysna

Municipality Munisipaliteit uMasipala
inclusive • innovative • inspired

Collab Ref: 2517522

File Ref: ~~19/2/14~~ 01/12/14

The Head of Department: Ms.J.Gantana
Western Cape Provincial Treasury
7 Wale Street
Cape Town
8000

Per Mail: Julinda.Gantana@westerncape.gov.za

cc. Melissa.vanNiekerk@westerncape.gov.za

**REQUEST FOR WESTERN CAPE PROVINCIAL TREASURY REPRESENTATIVE
TO SERVE IN THE KNYSNA LOCAL MUNICIPALITY DISCIPLINARY BOARD**

Dear Madam

In terms of the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings made in terms of Sections 168 and 175 of the Local Government: Municipal Financial Management Act, 2003, the Council of Knysna Local Municipality approved the re-establishment of a disciplinary board.

In terms of Regulation 4(6), the Disciplinary Board may consist of:

- (a) The Head of Internal Audit
- (b) One member of the Audit Committee
- (c) Senior Manager from Legal Services
- (d) A representative from National Treasury or Provincial Treasury
- (e) Any other person as determined by Council

The Council of Knysna Municipality resolved as follow on 31 March 2025

**C10/04/25 APPOINTMENT OF MEMBERS TO THE DISCIPLINARY BOARD IN
TERMS OF THE FINANCIAL MISCONDUCT REGULATIONS**

UNANIMOUSLY RESOLVED

- [a] That the Report on the Appointment of members to the Disciplinary Board in terms of the Financial Misconduct Regulations, be noted;

Please address all correspondence to the Municipal Manager and quote the above reference
P O Box 21 • Knysna • 6570 • Tell: 044 302 6300 • Fax: 044 302 6333 • E-mail: knysna@knysna.gov.za

- [b] That the one vacancy in the Board be filled through the external advertising of the position (draft advert attached);
- [c] That the Municipal Manager write to the National and Provincial Treasury requesting either to nominate their representative to occupy a seat on the Board;
- [d] That the Municipal Manager be mandated to complete the recruitment process and refer the recommended candidates for appointment to Council; and
- [e] That the Chief Audit Executive and Legal Advisor attend the meetings of the Disciplinary board in a support and/or advisory capacity.

File Number : 9/1/1/1

Execution : Municipal Manager
 Chief Audit Executive

In light of resolution (c) we are hereby requesting a qualified nominee from your office as member to the Board. The official may be in possession of any of the following knowledge and skills:

- Financial Mangement Skills
- Risk Management
- Auditing Skills
- Legal
- Forensic
- Public sector supply chain management expertise

The nominee will be taken to the Council meeting for appointment.

I would appreciate your feedback before our next Council meetings agenda closure on 18 July 2025.

Yours Faithfully,



Mr. Lulamile Mapholoba

Municipal Manager

Collab Ref: 2519124

File Ref: ~~19/2/14~~ 9/1/2/14

The Director General: Dr. Duncan Pieterse
The National Treasury
40 Church square
Pretoria
0002

Per Mail: DGRegistry@treasury.gov.za

cc. Kelebogile.Marago@treasury.gov.za

**REQUEST FOR NATIONAL TREASURY REPRESENTATIVE TO SERVE IN THE
KNYSNA LOCAL MUNICIPALITY DISCIPLINARY BOARD**

Dear Sir

In terms of the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings made in terms of Sections 168 and 175 of the Local Government: Municipal Financial Management Act, 2003, the Council of Knysna Local Municipality approved the re-establishment of a disciplinary board.

In terms of Regulation 4(6), the Disciplinary Board may consist of:

- (a) The Head of Internal Audit
- (b) One member of the Audit Committee
- (c) Senior Manager from Legal Services
- (d) A representative from National Treasury or Provincial Treasury
- (e) Any other person as determined by Council

The Council of Knysna Municipality resolved as follow on 31 March 2025

**C10/04/25 APPOINTMENT OF MEMBERS TO THE DISCIPLINARY BOARD IN
TERMS OF THE FINANCIAL MISCONDUCT REGULATIONS**

UNANIMOUSLY RESOLVED

- [a] That the Report on the Appointment of members to the Disciplinary Board in terms of the Financial Misconduct Regulations, be noted;

Please address all correspondence to the Municipal Manager and quote the above reference
P O Box 21 • Knysna • 6570 • Tell: 044 302 6300 • Fax: 044 302 6333 • E-mail: knysna@knysna.gov.za

- [b] That the one vacancy in the Board be filled through the external advertising of the position (draft advert attached);
- [c] That the Municipal Manager write to the National and Provincial Treasury requesting either to nominate their representative to occupy a seat on the Board;
- [d] That the Municipal Manager be mandated to complete the recruitment process and refer the recommended candidates for appointment to Council; and
- [e] That the Chief Audit Executive and Legal Advisor attend the meetings of the Disciplinary board in a support and/or advisory capacity.

File Number : 9/1/1/1

Execution : Municipal Manager
Chief Audit Executive

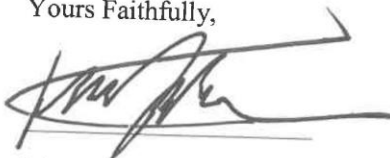
In light of resolution (c) we are hereby requesting a qualified nominee from your office as member to the Board. The official may be in possession of any of the following knowledge and skills:

- Financial Management Skills
- Risk Management
- Auditing Skills
- Legal
- Forensic
- Public sector supply chain management expertise

The nominee will be taken to the Council meeting for appointment.

I would appreciate your feedback before our next Council meetings agenda closure on 18 July 2025.

Yours Faithfully,



Mr. Lulamile Mapholoba

Municipal Manager

13.2

C02/08/25 FILLING OF VACANCIES: GRANT-IN-AID COMMITTEE
--

REPORT FROM THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

The purpose of the report is to fill vacancies in the Grant-In-Aid Committee.

PREVIOUS RESOLUTIONS

SC02/11/21(as part of the Structuring of the Municipal Council)

On 29 November 2021, the Council unanimously resolved as follows:

That the following Grant-in-aid Committee be appointed in terms of Section 79 of the Local Government: Municipal Structures Act, 1998, as amended, to consider annually the applications for grants and donations and to recommend to the Municipal Council the amounts and organisations which should benefit in terms of the Grants-in-aid Policy:

Chairperson: Cllr LV Davis. Members: Cllr E Maxim, Cllr M Willemse, Cllr N Louw, Cllr M Khumelwana, Cllr A Marbi and Cllr W Grootboom.

BACKGROUND

Council makes annual provision for Ad-Hoc, and structured calls for expression of interest from various Non-Governmental and qualifying Organisations and individuals to access grant funding. To assist with these allocations, an Ad-Hoc Committee comprising of Councillors considers the applications on merit. The committee makes recommendations to Council, upon which Council considers the disbursement of funds.

DISCUSSION

Per the prevailing Grant-In-Aid Policy, the Committee should comprise of the following members:

- The Executive Mayor is the Chairperson of the Committee;
- Councillor of the ruling party;
- Councillors of the official opposition; and
- One Councillor from each of the minority parties (or independent).

The Members of the last Ad-Hoc Committee (Dec'24) were:

- Executive Mayor as Chairperson: Cllr Tsengwa;
- Cllr A. Marbi (PBI);
- Cllr M. Willemse (KIM);
- Cllr N. Louw (EFF);
- Cllr E. Maxim (DA);
- Cllr W. Grootboom (PA); and
- Cllr M. Khumelwana (ANC).

Councillor Maxim (DA) and Councillor Marbi (PBI) have since vacated office. The vacancies for their parties, therefore, need to be filled for the Grant-In-Aid Committee to discharge its duties as contemplated in the Grant-In-Aid Policy.

FINANCIAL IMPLICATIONS

None

RELEVANT LEGISLATION

- Sec 156, Schedules 4 & 5, parts “B” of the South African Constitution, Act 108/96
- Sec 8, Local Government: Municipal Structures Act, Act 117/98
- Sec 32(2) and Sec 67 of the Local Government: Municipal Finance Management Act, Act 56/2003

RECOMMENDATION OF THE MUNICIPAL MANAGER

[a] That the report on the replacement of Members of the Grant-In-Aid Committee, be noted;

[b] That the vacancies be replaced with the following Cllrs:

Cllr..... (DA); and

Cllr..... (PBI)

APPENDIX / ADDENDUM

Grant-In-Aid Policy

File Number: 9/1/1/1

Execution: Director Corporate Services
Manager: Administration



GRANT-IN-AID POLICY

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Originally adopted by Council: Resolution 8.7 dd 30 November 2011 and amended by Council: Resolution SC07/02/15 dd 26 February 2015

1. INTRODUCTION

Council annually receives numerous requests for donations, many of them ad hoc. According to section 15 of the Municipal Finance Management Act, 2003 (MFMA), "A municipality may ... incur expenditure only in terms of an approved budget; and within the limits of the amounts appropriated for the different votes in an approved budget".

For the purpose of this policy;

- "grant-in-aid" means the allocation / contribution of municipal funds to an organisation or body outside any sphere of government, which does not constitute a commercial or business transaction. Grant-in-aid refers in this policy only to a monetary donation;
- "organisation" means an organisation as contemplated in Section 67 of the MFMA, which is either registered in terms of Section 13 of the Non Profit Organisations Act, 1997 or a company incorporated as a non-profit company in terms of the Companies Act, 2008, or an organ of state or properly constituted community, a welfare or voluntary organisation which have a constitution, provable active membership and an annual general meeting held within the previous 12 months; and
- "beneficiary" means and organisation to which the Council has allocated a grant-in-aid.

2. LEGAL FRAMEWORK

Council derives its competency to allocate and distribute Grants-in-aid in terms of Section 156 of the Constitution (Act 108 of 1996) read with section 8 of the Municipal Systems Act. Schedule 4, part B and Schedule 5, part B, which contains the local government matters which falls under a municipality's powers and functions. Thus a municipality may distribute Grants-in-aid to organisations and bodies which promote and support these different matters as listed.

The provisions of section 67 of the Municipal Finance Management Act (Act No. 56 of 2003) regulate the circumstances within which Grants-in-aid may be allocated and distributed.

Previously Grants-in-aid were regulated by section 186(14) of Ordinance 20 of 1974, but this section and the majority of the Ordinance was repealed. This section can however be used as a practical guide with regards to the type of grants which may be distributed by Council bearing in mind the matters which falls under a municipality's powers and functions as mentioned above.

Any grant made which does not conform to the above mentioned requirements is unauthorised expenditure and such funds will be recovered from the person liable for the expenditure in terms of section 32(2) of the MFMA.

All the above mentioned sections from the different legislation, is attached to this policy as annexure A to E.

3. PROCESS

3.1 Application Process:

Grant-in-Aid applications are invited via publication in the local newspapers. Within the advert the deadline for submissions and other relevant information with regards to the Grant-in-Aid applications, will be stated.

3.2 Recommendation Process:

Applications are received and processed within the Corporate Services Directorate. The applications are verified and all relevant information is taken into account. A list of potential successful applicants is compiled. The list and the applications are then sent to a GIA Ad Hoc Committee of Council for a recommendation on allocations. A report is then compiled by the Director: Corporate Services with the proposed allocations as a recommendation.

The GIA Ad Hoc Committee comprises of the:

- Executive Mayor (Chairperson)
- Councillor of the ruling party
- Councillors of the official opposition
- One Councillor from each of the minority parties (or independent)

3.3 Approval Process:

The report of Grant-in-aid applications indicating proposed allocations is submitted to Council. Council has the discretion to approve or reject any grants made to organisations as well as the amounts related thereto. All applicants, whether successful or not, are advised in writing by the Corporate Services Directorate of the outcome of their applications. No amounts are paid out to the successful applicants until they have entered into written agreements with the Municipality.

4. GENERAL GUIDELINES, CONDITIONS AND EXCLUSIONS

4.1 General Guidelines:

The following general guidelines shall apply to all applications for Grants-in-aid:-

- a) Receiving any Grant-in-aid, irrespective of the amount granted is a privilege not a right;
- b) No precedent is established in respect applicants who have been awarded Grants-in-aid before;
- c) Funding of applications will largely be considered on an annual basis in response to the annual advertisement inviting applications for Grant-in-aid, although allocations may also be made during the course of the year by the GIA Ad Hoc Committee of amounts less than R10 000-00. If over R 10 000-00, it must be submitted for Council approval. A maximum of 20% of the Grant-in-aid budget may be reserved for in-year, ad hoc applications. All other guidelines, conditions and exclusions are applicable for in-year ad hoc applications. No Grant-in-aid application may receive more than one allocation per year;
- d) All beneficiaries must enter into an agreement with Council stipulating the conditions contained in this policy.
- e) No grant will be considered where a beneficiary has not applied;
- f) Only applicants who constitute "not for profit" organisations will be eligible to receive a Grant-in-aid;
- g) All applicants must submit their most recent audited financial statements and a budget for the ensuing financial year;
- h) Applicants must satisfy Council in their submissions about the cost effectiveness of the project and their ability to execute such project successfully; and
- i) Any funds received from Council in the same financial year through any other means will be taken into consideration.
- j) Notwithstanding the above, in exceptional cases determined by the GIA Ad Hoc Committee, a grant-in-aid may be made to any organisation or body that complies with the other criteria contained in the policy, provided that such an allocation shall not exceed R10 000.

4.2 Conditions:

- a) All applicants must complete a Grant-in-aid application form and submit with it all relevant information requested therein.
- b) Council reserves the right to, or not to, fund an organisation more than one year;
- c) Beneficiaries must implement effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement;
- d) The grant must be exclusively utilised for the purposes defined in the agreement reached with a beneficiary;
- e) The agreement signed with a beneficiary must be complied with, including all reporting, financial management and auditing requirements as may be stipulated in the agreement;
- f) Beneficiaries must report at least six monthly to the accounting officer (or someone designated by him/her) on actual expenditure against such transfer;

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- g) Beneficiaries must acknowledge Council's assistance in all publicity material and reports;
- h) Grant-in-aid applications must be accompanied by a business plan which clearly sets out what any Grant-in-aid from Council would be used for; and
- i) Applicants who have received funds from Council during any of the previous two financial years, must attach details of the utilisation of such funds with supporting documents to any new application;

4.3 Exclusions:

In the following situations no funding will be considered: -

- a) If in Council's opinion an applicant receives sufficient funds from other sources to sustain its activities or the project applied for;
- b) For religious, political, ratepayers or sectarian organisations or groupings directly; however, funding may be made available for specific projects which are in line with Council's overall objectives;
- c) Where projects are outside the Municipal boundaries, unless the project benefits the community or a specific group within the Municipal boundaries;
- d) Where only one individual will benefit;
- e) Where subsequent requests for Grants-in-aid are to cover unauthorised overspending on projects;
- f) Council reserves the right not to award any Grant-in-aid to an organisation who cannot account for the expenditure of a previous Grant-in-aid;
- g) Where the applicant seeks to establish a new organisation;
- h) Where the application form was not properly completed by the applicant and not all documentation provided without a reasonable explanation; and
- i) Where the application is more than three months in arrears to Council.

4.4 Specific conditions:

Crèche's and Soup Kitchens:

- a) must be affiliated with an Non Profit Organisation (NPO) for service delivery;
- b) must be registered with the Department of Social Development.

5. GENERAL DISTRIBUTION OF GRANT-IN-AID

The annual provision in respect of Grants-in-aid shall be allocated in the following categories:

- a) Educational Institutions
- b) Welfare Organisations
- c) Sporting Bodies
- d) Arts and Culture
- e) Local Economic Development
- f) Other

6. RIGHTS OF COUNCIL

- a) When deciding which of the applicants for Grant-in-aid will be successful and the amounts awarded to them, this capability lies completely within the Council's discretion.
- b) Council reserves the right to have the accounts of a successful Grant-in-aid applicant audited any time after such grant has been made for verification of funds utilised;
- c) Council may request progress reports as often as necessary for auditing purposes;
- d) Council may cancel the Grant-in-Aid Agreement should it come to light that the Beneficiary does not have effective, efficient and transparent financial management and internal control systems in place;
- e) Council may request the refund of any unutilised funds and interest accrued thereon on completion of the programme the Grant-in-aid was approved for;
- f) Council may cancel the Grant-in-Aid Agreement and request the refund of the Grant-in-aid amount and all interest accrued thereon in the event that the project did not commence within six months of the deposit into the beneficiary's bank account;
- g) Council may request copies of any expenditure vouchers.

7. ANNEXURES

- A. Section 156 of the Constitution (Act 108 of 1996) & Section 8 of the Local Government: Municipal Structures Act (117 of 1998);
- B. Schedule 4, Part B and Schedule 5, Part B
- C. Section 67 of the Local Government: Municipal Finance Management Act (56 of 2003);
- D. Section 32(2) of the Local Government: Municipal Finance Management Act (56 of 2003);
- E. Section 186(14) of Ordinance 20 of 1974
- F. Grant-in-aid Application Form

ANNEXURE A

Section 156 of the Constitution:

156. Powers and functions of municipalities.-(1) A municipality has executive authority in respect of, and has the right to administer-

- (a) the local government matters listed in Part B of Schedule 4 and Part B of Schedule 5; and
- (b) any other matter assigned to it by national or provincial legislation.

(2) A municipality may make and administer by-laws for the effective administration of the matters which it has the right to administer.

(3) Subject to section 151 (4), a by-law that conflicts with national or provincial legislation is invalid. If there is a conflict between a by-law and national or provincial legislation that is inoperative because of a conflict referred to in section 149, the by-law must be regarded as valid for as long as that legislation is inoperative.

(4) The national government and provincial governments must assign to a municipality, by agreement and subject to any conditions, the administration of a matter listed in Part A of Schedule 4 or Part A of Schedule 5 which necessarily relates to local government, if-

- (a) that matter would most effectively be administered locally; and
- (b) the municipality has the capacity to administer it.

(5) A municipality has the right to exercise any power concerning a matter reasonably necessary for, or incidental to, the effective performance of its functions.

Section 8 of the MFMA:

General empowerment

8. (1) A municipality has all the functions and powers conferred by or assigned to it 35 in terms of the Constitution, and must exercise them subject to Chapter 5 of the Municipal Structures Act.

(2) A municipality has the right to do anything reasonably necessary for, or incidental to, the effective performance of its functions and the exercise of its powers.

ANNEXURE B

Schedule 4, Part B:

The following local government matters to the extent set out in section 15.5 (6) (a) and (7):

Air pollution
Building regulations
Child care facilities
Electricity and gas reticulation
Firefighting services
Local tourism
Municipal airports
Municipal planning
Municipal health services
Municipal public transport
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto
Stormwater management systems in built-up areas
Trading regulations
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems

Schedule 5, Part B:

The following local government matters to the extent set out for provinces in section 155 (6) (a) and (7):

Beaches and amusement facilities
Billboards and the display of advertisements in public places
Cemeteries, funeral parlours and crematoria
Cleansing
Control of public nuisances
Control of undertakings that sell liquor to the public
Facilities for the accommodation and burial of animals
Fencing and fences
Licensing of dogs
Licensing and control of undertakings that sell food to the public
Local amenities
Local sport facilities
Markets
Municipal abattoirs
Municipal parks and recreation
Municipal roads
Noise pollution
Pounds
Public places
Refuse removal, refuse dumps and solid waste disposal
Street trading
Street lighting
Traffic and parking

ANNEXURE C

Section 67 of the MFMA:

Funds transferred to organisations and bodies outside government

67. (1) Before transferring funds of the municipality to an organisation or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organisation or body—

- (a) has the capacity and has agreed—
 - (i) to comply with any agreement with the municipality;
 - (ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;
 - (iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and
 - (iv) to submit its audited financial statements for its financial year to the accounting officer promptly;
- (b) implements effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement; and
- (c) has in respect of previous similar transfers complied with all the requirements of this section.

(2) If there has been a failure by an organisation or body to comply with the requirements of subsection (1) in respect of a previous transfer, the municipality may despite subsection (1)(c) make a further transfer to that organisation or body provided that—

- (a) subsection (1)(a) and (b) is complied with; and
- (b) the relevant provincial treasury has approved the transfer.

(3) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

(4) Subsection (1)(a) does not apply to an organisation or body serving the poor or used by government as an agency to serve the poor, provided—

- (a) that the transfer does not exceed a prescribed limit; and
- (b) that the accounting officer—
 - (i) takes all reasonable steps to ensure that the targeted beneficiaries receive the benefit of the transferred funds; and
 - (ii) certifies to the Auditor-General that compliance by that organisation or body with subsection (1)(a) is uneconomical or unreasonable.

ANNEXURE D

Section 32(2) of the MFMA

Unauthorised, irregular or fruitless and wasteful expenditure

(2) A municipality must recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure—

- (a) in the case of unauthorised expenditure, is—
 - (i) authorised in an adjustments budget; or
 - (ii) certified by the municipal council, after investigation by a council committee, as irrecoverable and written off by the council; and
- (b) in the case of irregular or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by the council.

(3) If the accounting officer becomes aware that the council, the mayor or the

ANNEXURE E

Section 186(14) of Ordinance 20 of 1974:

“(14) ... make grants to

- (a) any benevolent or charitable institution or organisation, whether within or outside its municipal area;
- (b) any university, public college or public school, whether within or outside its municipal area;
- (c) any organisation or institution, whether within or outside its municipal area, which has either individually or by reference to the class of organisation or institution to which it belongs, been classified by the Administrator as an organisation or institution which serves the interest of the public or a section of the public or which serves a cultural or educational purpose;
- (d) any public hospital or similar public institution within its municipal area or serving its municipal area;
- (e) any library, museum, art gallery or agricultural society within its municipal area or serving its municipal area;
- (f) any organisation in respect of permanent improvements to immovable property let by the Council to such organisation or owned by such organisation under an agreement providing that ownership thereof shall vest in or revert to the municipality if and when such property is no longer used for the purposes of such organisation, or
- (g) any fund for the defrayal of the cost of erection of a monument within or outside its municipal area in commemoration of a person or event in the history of South Africa”.

ANNEXURE F

GRANT-IN-AID APPLICATION FORM

Name of
Organisation: _____

INSTRUCTIONS:

Please indicate (mark with an "X") if your application for funding is in terms of:

☐	Arts and Culture	☐	Educational Institution
☐	Local Economic Development	☐	Sporting Body
☐	Welfare Organisation	☐	Other (Specify):

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialled and the last page must be signed by the applicant. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialled by the applicant.

Applicants desiring assistance with regards to the completion of this form must contact the Corporate Services Directorate in Clyde Street, Knysna.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED

Please make sure that the following documents are attached to this application form (Tick with an "X" where applicable):

Copy of Organisation's Registration Certificate	
Organisation's Constitution, Articles of Association or Trust Deed	
Detailed Budget with Motivation	
Business and Implementation Plan	
Detailed Budget - Income and Expenditure for coming financial year	
Signed, audited financial statements of the most recent financial statements	

DECLARATION

I _____ (ID number) _____

hereby declare under oath, on behalf of : _____

(name of organisation) as (position in organisation) that I am authorised to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organisation will use the grant only for the purposes specified in this application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. I confirm that the organisation has the power to accept the grant subject to conditions and to repay the grant if the conditions are not met. I also confirm that any funds not utilised for the purpose it was granted, must be reimbursed to the Knysna Municipality as well as any unspent funds.

Date: _____ **Signature:** _____

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

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SECTION A: DETAILS OF ORGANISATION

- A1 Postal address: _____
Postal code: _____
- A2 Street address: _____
- A3 Telephone Number: _____ Fax Number: _____
- A4 E-mail address: _____
- A5 When was the organisation formed (date)? _____
- A6 Is the organisation registered? _____
- A7 If yes, what type of registration? (E.g. NPO, Section 21 Company, Trust etc.)

- A8 Date of registration? _____
- A9 Registration number: _____
(please attach copy of registration certificate)
- A10 Details of main contact person at organisation:
Name: _____
Position: _____
South African ID number: _____
Office number: _____ Cell number: _____
- A11 Details of second contact person at organisation:
Name: _____
Position: _____
South African ID number: _____
Office number: _____ Cell number: _____
- A12 Names and Positions of three Members of the Management Committee:
- 1 Name: _____
Position: _____
South African ID number: _____
- 2 Name: _____
Position: _____
South African ID number: _____
- 3 Name: _____
Position: _____
South African ID number: _____

ORDINARY MUNICIPAL COUNCIL MEETING
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- A13 Is the organisation affiliated to another organisation? _____
If Yes, name them: _____
- A14 Is the organisation an umbrella body? _____
If Yes, what organisations are affiliated to you? (attach a list if necessary)

- A15 Describe the main purpose of the organisation:

- A16 Describe the types of services that the organisation provides and the people who will benefit from the services: _____

- A17 Number of staff and voluntary workers presently employed in your organisation:

PAID STAFF		VOLUNTEERS	
No of full time staff	No of part-time staff	No. of full-time volunteers	No. of part-time volunteers

ORDINARY MUNICIPAL COUNCIL MEETING
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7 AUGUST 2025

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SECTION B: DETAILS OF FUNDING APPLIED FOR

- B1 What amount of money is the organisation requesting? R_____
- B2 Explain how you will utilize this money, if granted. **Please attach a detailed budget with a motivation.**
- B3 Indicate which groups of people will benefit from the funding, if granted and how many?

Children		Unemployed individuals	
Children with disabilities		Homeless people	
Women		The chronically ill	
Youth		Disabled people	
Senior Citizens		Substance abusers	
People living with HIV/AIDS		Other	

- B4 Indicate the specific area where the people who will benefit from the funds live, if granted:

- B5 Please attach a Business and Implementation plan for this specific application.
- B6 Was the organisation previously funded by the Knysna Municipality? Yes___/ No___

If Yes, please complete the table below:

Project name and/or number	Year	Amount	Progress reports submitted (yes/no)

SECTION C: FINANCIAL INFORMATION

- C1 Bank Details
Name in which account is held: _____
Name of Bank: _____
Account Type: _____ Account Number: _____
Branch: _____ Branch code: _____
- C2 Please provide and attach a detailed budget for the organisation's income and expenditure for the current financial year.
- C3 Please provide and attach the organisation's most recent audited financial statements.

SECTION D: CONTACTABLE REFERENCES

Please provide the details of three credible referees from the community in support of your application e.g. commissioner of oaths, police commissioner, religious leader, magistrate etc.
Referees must be independent and may not be employees, committee members or volunteers.

1. Name: _____
 Occupation: _____
 Tel: _____ Cell number: _____
2. Name: _____
 Occupation: _____
 Tel: _____ Cell number: _____
3. Name: _____
 Occupation: _____
 Tel: _____ Cell number: _____

14.1 RESOLUTIONS OF THE MAYORAL COMMITTEE: 25 JULY 2025

ITEMS FOR NOTING

MEMBERS ARE REMINDED THAT THE RELEVANT AGENDAS OF THE PORTFOLIO COMMITTEES CONTAINED THE REPORTS AND SHOULD THUS BE USED AS THE SOURCE DOCUMENTATION WHEN NOTING THE RESOLUTIONS BELOW.

THE MAYORAL COMMITTEE NOTED THE FOLLOWING RESOLUTIONS: 25 JULY 2025

ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING HELD ON 10 JUNE 2025

IS06/06/25 REPORT ON THE OPERATIONS AND MAINTENANCE FOR WATER AND SEWER – MARCH AND APRIL 2025

UNANIMOUSLY RESOLVED

That the contents of the report on the operations and maintenance for water and sewer – March and April 2025, be noted.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services
 Manager: Water & Sewer

IS07/06/25 PROJECTS PROGRESS REPORT- MARCH TO APRIL 2025

UNANIMOUSLY RESOLVED

That the contents of the report with regard to Projects Progress Report – March to April 2025, be noted.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services
 Manager: PMO

IS08/06/25 ELECTRICAL & MECHANICAL SERVICES KNYSNA MUNICIPAL FLEET FROM MARCH AND APRIL 2025

UNANIMOUSLY RESOLVED

[a] That the report on the Electrical and Mechanical Services Knysna municipal fleet from March and April 2025 be noted; and

[b] That the Director : Infrastructure Services (Electrical & Mechanical) compile a business plan for Municipal Infrastructure Grant (MIG) funding to replace the failing fleet.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services

Manager: Electrical & Mechanical Services

**ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON
11 JUNE 2025**

**C01/06/25 REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES
FOR APRIL 2025 TO MAY 2025**

UNANIMOUSLY RESOLVED

- [a] That the Report on Municipal Health and Environmental Services for April 2025 to May 2025 be noted.
- [b] That internal capacity within the community Services Directorate be enhanced to deal with environmental health compliance matters and to serve as the primary point of contact with the Garden Route District Municipality

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

C03/06/25 REPORT OF THE LIBRARIES AND MUSEUMS: MARCH TO APRIL 2025

UNANIMOUSLY RESOLVED

That the Report on the Libraries and Museums for March to April 2025, be noted.

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

C06/06/25 PUBLIC SAFETY MONTHLY REPORT FEBRUARY- APRIL 2025

UNANIMOUSLY RESOLVED

That the report on Public Safety for February- April, be noted.

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

**C07/06/25 DEPARTMENTAL REPORT: SOCIAL DEVELOPMENT & SPECIAL
PROGRAMMES**

UNANIMOUSLY RESOLVED

That the departmental report of the Social Development and Special Programmes unit, be noted.

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

**ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT AND TOURISM
MEETING HELD ON 12 JUNE 2025**

**P01/06/25 ECONOMIC DEVELOPMENT DEPARTMENT PERFORMANCE REPORT
QUARTER 4: APRIL - MAY 2025**

UNANIMOUSLY RESOLVED

That the Economic Development Department Performance Report for Quarter 4: April to May 2025, be noted.

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

**P02/06/25 EXPANDED PUBLIC WORKS PROGRAMME PERFORMANCE REPORT
FOR QUARTER 4: APRIL – MAY 2025**

UNANIMOUSLY RESOLVED

That the Expanded Public Works Programme Performance Report for the Quarter 4: April to May 2025, be noted.

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

P04/06/25 DRAFT CLIMATE CHANGE ADAPTATION PLAN 2025

UNANIMOUSLY RESOLVED

That the Draft Climate Change Adaptation Plan for 2025, be noted.

File Number: 9/1/2/13
Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Environmental Management

**P05/06/25 BUILDING CONTROL REPORT FOR THE PERIOD OF: APRIL – 27 MAY
2025**

UNANIMOUSLY RESOLVED

That the Building Control Division Performance Report for the period April to 27 May 2025, be noted.

File Number: 9/1/2/13
Execution: Director: Planning, Economic Development and Tourism
Manager: Building Control

P06/06/25 LAND USE MANAGEMENT DIVISION APRIL 2025 – 27 MAY 2025

UNANIMOUSLY RESOLVED

That the Land Use Management Departmental report for the period April 2025 to May 2025 be noted.

File Number: 9/1/2/13

Execution: Manager: Land Use Management

P07/06/25 PROGRESS REPORT: KNYSNA MSDF AMENDMENT AND SEDGEFIELD LSDF COMPILATION

UNANIMOUSLY RESOLVED

That the Progress Report for the Knysna MSDF Amendment and Sedgefield LSDF compilation for Phase 5 (Achieving Support), be noted.

File Number: 15/2/6/1/3/1

Execution: Director: Planning, Economic Development & Tourism
Manager: Land Use Management

P10/06/25 DRAFT COASTAL MANAGEMENT BY-LAW

UNANIMOUSLY RESOLVED

That the Draft Coastal Management By-law, be noted.

File Number: 9/1/2/13

Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Environmental Management

ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING (CORPORATE SERVICES) HELD ON 18 JUNE 2025

F&G01/06/25 PUBLIC PARTICIPATION MONTHLY REPORT APRIL & MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the report of the Public Participation Unit for April & May 2025 as received from the Director: Corporate Services be noted;
- [b] That the Municipal Manager embark on a realignment process of the participants of the CWP Programme and that a report be submitted to the next meeting of the Finance and Governance Committee Meeting, for consideration;
- [c] That a representative from COGTA be invited to the next Finance and Governance Committee Meeting to present to the committee, matters with regard to financing and payment of the participants of the CWP Programme.

Delegation to Committee to resolve. (Delegation F.2.1)

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

F&G02/06/25 MONTHLY REPORT ON LEGAL MATTERS: 1 APRIL – 31 MAY 2025

UNANIMOUSLY RESOLVED

That the Quarter 3 Report on Legal Matters for the period 1 April – 31 May 2025, be noted.

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

F&G03/06/25 ICT SECTION 80 REPORT FOR JUNE 2025

UNANIMOUSLY RESOLVED

That the report on ICT for June 2025, be noted.

File Number: 9/1/2/10
Execution: Director: Corporate Services
Manager: Information Technology

F&G04/06/25 HUMAN RESOURCE QUARTERLY REPORT FOR THE MONTH OF APRIL 2025 TO MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the Committee note the report on the Human Resource Section of April 2025 to May 2025;
- [b] That a report on the critical vacancies in terms of Section 154 Intervention be submitted to the next Finance and Governance Committee Meeting, for consideration.

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

F&G05/06/25 REPORT OF THE ADMINISTRATIVE SERVICES SECTION (COUNCILLOR & COMMITTEES SUPPORT, RECORDS & ARCHIVES, AUXILLARY SERVICES AND CUSTOMER CARE

UNANIMOUSLY RESOLVED

That the report from the Manager: Administration Services, be noted.

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

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
(FINANCE ITEMS) HELD ON 19 JUNE 2025**

None

**ITEMS SUBMITTED TO THE SPECIAL COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 2 JULY 2025**

SC02/06/25 SOLID WASTE MANAGEMENT MONTHLY REPORT

UNANIMOUSLY RESOLVED

That the Solid Waste Management Monthly Report, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services
Acting Manager: Solid Waste

**ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE
MEETING HELD ON 3 JULY 2025**

None

**ITEMS SUBMITTED TO THE SPECIAL PLANNING, ECONOMIC DEVELOPMENT AND
TOURISM COMMITTEE MEETING HELD ON 15 JULY 2025**

See In Committee Minutes

**ITEMS SUBMITTED TO THE SPECIAL INFRASTRUCTURE SERVICES COMMITTEE
MEETING HELD ON 17 JULY 2025**

None

**ITEMS SUBMITTED TO THE SPECIAL FINANCE AND GOVERNANCE COMMITTEE
MEETING HELD ON 22 JULY 2025**

See In committee minutes

9. ITEMS SUBMITTED DIRECTLY TO THE EXECUTIVE MAYOR

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. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

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

- 15. **IN COMMITTEE ITEMS (SEE SEPARATE AGENDA)**
- 16. Consideration of Questions

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

17. Considerations of Motions

17.1

Colab No.: 2592774
File No.: 33/11

The Speaker
Knysna Municipal Council

30 July 2025

Dear Councillor Mark Willemse

NOTICE OF MOTION FOR THE REMOVAL OF THE EXECUTIVE MAYOR FROM OFFICE

I, Councillor Waleed Grootboom hereby submit the below-mentioned Motion in terms of Rule 26(1), of the Knysna Municipality's Rules of Order for Internal Arrangements By-law of 2017, read with Section 58 of the Local Government: Municipal Structures Act 1998

PURPOSE OF THE MOTION

The Patriotic Alliance hereby submits this motion, in terms of Section 58 of the Municipal Structures Act (Act No. 117 of 1998), requesting the recall and removal of the current Executive Mayor, Cllr Thando Matika, from office.

MOTIVATION

This motion is brought forward not on the basis of misconduct or failure of duty, but as part of a broader strategic directive issued at national level. As a political party, we reserve the right to realign our deployment strategies to best serve our organisational vision and evolving coalition agreements.

Cllr Thando Matika has served with integrity and diligence during his tenure as Mayor. We acknowledge and appreciate his commitment to the residents of Knysna and the stability he has brought to the municipality.

However, the leadership of the Patriotic Alliance, in its continuous evaluation of political deployments across all spheres of government, has resolved to implement changes that reflect our long-term governance strategy. This includes the rotation or redeployment of representatives where deemed necessary.

This motion does not cast aspersions on the person or performance of the Executive Mayor, but rather reflects an internal political decision by the Patriotic Alliance. We therefore move that:

Council resolves to remove the Executive Mayor, Cllr Thando Matika from office in line with this political directive.

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

RECOMMENDATION

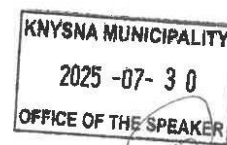
- a) That the Executive Mayor; Cllr. Thando Matika, removed from the Office of the Executive Mayor in terms of the provisions of section 58 of the Local Government: Municipal Structures Act 1998
- b) That following the removal from the office of Cllr. Thando Matika as executive Mayor; council should proceed to elect an Executive Mayor on terms of the provisions of Section 55(2) of the Local Government: Municipal Structures Act 1998.



PROPOSER: CLLR WALLED GROOTBOOM



SECONDER: BEAUTY CHARLIE



13h39 .



C Botha
J Lakay
A Strydom

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
7 AUGUST 2025

- 18.** Consideration of Motions of Exigency
- 19.** Adjournment

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