



**WESKUS / WEST COAST**  
**DISTRIKSMUNISIPALITEIT / DISTRICT MUNICIPALITY**  
**U MASIPALA WESITHILI SASEWEST COAST**

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**107<sup>DE</sup> ALGEMENE RAADSVERGADERING / 107<sup>TH</sup> GENERAL COUNCIL MEETING**  
**26 AUGUSTUS 2020 / 26 AUGUST 2020**

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**ITEM 20/08/26/9.1**

**OUTSTANDING DEBTORS (4/16/1/1)**

1. That all outstanding debts amounting to R 903 575-46 older than 60 days be written off and recovered from the Bad Debt Reserve Fund (Bad Debt Provision);
2. That the Municipal Manager be mandated to sign off/approve the final outstanding debts as at 30 June 2020;
3. That the cases at the Attorneys office not be closed and that recovered debt be transferred to the Bad Debt Reserve Fund; and
4. That cases under R 1 000-00 are not summoned for bad debt, only written off as a result of high legal cost.

**ITEM 20/08/26/9.2**

**BULK WATER SERVICES HOUSING RENTAL (5/4/6/2)**

1. That the proposed market related rental for bulk water rental stock be implemented with effect 1 July 2020 (2020/2021);
2. That the rental tariff structure be changed to accommodate a 10% rental increase for the 2021/2022 and 2022/2023 financial years;
3. That all new rentals be set at market related without any free- or rebated rental option;
4. That for the purposes of 1. and 2. above refuse removal, sewerage and water be included as part of the rental;
5. That the rental of staff receiving a rebated rental be phased in at 10% per year with effect 1 October 2020 based on the current proposed rental (50% of market related);
6. That private individuals renting from Council pay the full market related rent with effect 1 October 2020;
7. That staff receiving a free house in terms of work requirements, continue receiving the benefit with effect 1 July 2020; and
8. That 3(three) month legal notice be given when the house of a private tenant is needed for a staff member or can be rented to a staff member.

**ITEM 20/08/26/9.3**

**OBSOLETE ASSETS AND INVENTORY WRITTEN OFF FOR THE FINANCIAL YEAR 2019/2020 (4/12/4)**

That cognisance be taken of the asset write offs in accordance Section 40 (3) (b) of the Supply Chain Management Policy and Sections 20 and 21 of the Asset Management Policy amounting to R58 986.73.

**ITEM 20/08/26/9.4**

**PROOF OF CONCEPT: NAVIC CLOUD ECO SYSTEM LPR - CAMERAS (3/1/2/3/2)**

1. That the report and annexure be noted;
2. That approval be granted for the LPR camera proof on concept roll out;
3. That future financial implications costs be determined and that no cost must be incurred by the municipality other than indirect costs (personnel, ICT equipment) during the proof of concept; and
4. That regular reports be based on (1) commencement; (2) completion and (3) proof of concept implementation closure.

**ITEM 20/08/26/9.5**

**2020/2021 ROLL-OVER ADJUSTMENT BUDGET (13/1/B)**

1. That additional capital spending of R 1 615 644 (funding from grant funding R 757 430 & Capital Replacement Reserve (accumulated surplus) R 858 214), be approved as part of the 2020/2021 Roll-Over Adjustment Budget; and
2. That additional operational spending of R 608 974 (grant funding), be approved as part of the 2020/2021 Roll-Over Adjustment Budget.

**ITEM 20/08/26/9.6**

**ASSETS TO BE WRITTEN OFF FOR THE FINANCIAL YEAR 2019/2020 (4/12/4)**

That cognisance be taken of the assets written off in accordance with Section 40(3)(b) of the Supply Chain Management Policy and Section 20 and 21 of the Asset Management Policy Amounting to R 5 117.67.

**ITEM 20/08/26/9.7**

**INTANGIBLE ASSET TO BE WRITTEN OFF FOR THE FINANCIAL YEAR 2019/2020 (4/12/4)**

That cognisance be taken of the asset write offs in accordance Section 40 (3) (b) of the Supply Chain Management Policy and Sections 20 and 21 of the Asset Management Policy amounting to R0.

**ITEM 20/08/26/9.8**

**WEST COAST DISTRICT MUNICIPALITY (WCDM) IDP STRATEGIC MANAGEMENT FRAMEWORK: 2020/2021 TIME SCHEDULE FOR THE 2021/2022 FOURTH REVIEW OF THE 2017/2022 WCDM INTEGRATED DEVELOPMENT PLAN (IDP), PERFORMANCE MANAGEMENT SYSTEM (PMS) AND MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF) FOR 2021/2022, 2022/2023 AND 2023/2024 (15/16/5/1; 15/16/6/5)**

That the West Coast District Municipality's IDP Strategic Management Framework: 2020/2021 time schedule be approved for the 2021/2022 fourth review of the 2017/2022 WCDM, PMS and MTREF for 2021/2022, 2022/2023 and 2023/2024.

**ITEM 20/08/26/9.9**

**REPORT OF THE PERFORMANCE EVALUATION PANEL DATED 21 MAY 2020 (10/3/2/3/37)**

That the Performance Evaluation Report dated 21 May 2020 be approved.

**ITEM 20/08/26/9.10**  
**DRAFT ANNUAL FINANCIAL STATEMENTS 2019/2020 (4/15/1)**

That the following be approved as part of the Draft Annual Financial Statements 2019/2020:

- a. Statements of Financial Position;
- b. Statements of Financial Performance;
- c. Statements of Changes in Net Assets; and
- d. Cash Flow Statements.

**ITEM 20/08/26/9.11**  
**SUBMISSION AND TABLING OF THE UNAUDITED DRAFT ANNUAL REPORT: 2019/2020 FINANCIAL YEAR (3/4/5)**

1. That the Unaudited Draft Annual Report 2019/2020 inclusive of the Unaudited Annual Financial Statements be noted;
2. That the Unaudited Draft Annual Report 2019/2020 be made public immediately after the tabling for representations;
3. That the Municipal Public Accounts Committee review the Unaudited Draft Annual Report 2019/2020 and representations made for consideration;
4. That the Unaudited Draft Annual Report 2019/2020 be submitted to the Auditor-General, National Treasury, Western Cape Government Provincial Treasury and the Western Cape Department of Local Government to solicit comments based on the respective evaluations;
5. That an Oversight Report be prepared within the framework of the MFMA Circular 32 for consideration by Council within two months after tabling but not later than December 2020;
6. The Auditor-Generals Report be included as soon as it becomes available; and
7. That the Auditor-Generals Report be incorporated in the Annual Report prior to submission for adoption; and that the Oversight Report be made public within seven days after adoption by Council.

**ITEM 20/08/26/9.12**  
**IRREGULAR EXPENDITURE 2018/2019 & 2019/2020 (4/2/1)**

1. That the following expenditure be regarded as Irregular:
  - a. Supply Chain Management Regulation 32 (2019/2020) – R 3 026 265-78
  - b. Bid Adjudication Committee (2018/2019) – R 3 829 957-26
  - c. Bid Adjudication Committee (2019/2020) – R 29 945 509-05
  - d. Other – R 232 839-15
2. That the non-compliance amounting to R 430 882-40 in terms of Section 65(2)(e) of the Local Government; Municipal Finance Management Act, 2003 (Act 56 of 2003) be condoned;
3. That the expenditure amounting to R 37 034 571-24 in accordance with Section 32(2)(b) of the MFMA be declared to be irrecoverable and recommended to be written off by council; and
4. That it be noted that the municipality received value for money.

**ITEM 20/08/26/9.13**

**APPEAL PROCESS REGARDING TRANSNET PORT TERMINALS (TPT) SALDANHA VARIED ATMOSPHERIC EMISSION LICENSE (15/2/3/5/2)**

1. That in view of the above it is strongly recommended that the appeal authority reduce the validity date of the AEL, dated 30 January 2020, from 30 January 2025 to 05 September 2021;
2. That as TPT provided the completion and implementation date themselves of 05 February 2021, a one month review process will follow to determine the state of compliance, after which TPT will have six months to apply for a renewal;
3. That if TPT is found non-compliant then their renewal application will be rejected and the WCDM will not be in a problematic position of non-compliance; and
4. That by reducing the validity of the AEL the appeal authority is not taking away their right but is preventing the WCDM falling into a problematic position of non-compliance and forces TPT to urgently attend to matters to ensure compliance.

**ITEM 20/08/26/9.14**

**REVIEW OF THE AUDIT COMMITTEE CHARTER (4/12/4)**

1. That the revised Audit- and Performance Audit Committee Charter be approved; and
2. That in the event where no changes are required to the current Charter, that it be approved and adopted for the 2020/2021 financial year.

**ITEM 20/08/26/9.15**

**REVIEW OF THE INTERNAL AUDIT CHARTER (4/12/4)**

That the revised Internal Audit Charter be approved for the 2020/2021 financial year.

**ITEM 20/08/26/9.16**

**RISK BASED INTERNAL AUDIT PLAN (4/12/4)**

That the Strategic and Annual Risk Based Internal Audit Plan for the period 2021-2023 be approved.

**ITEM 20/08/26/9.17**

**THE RISK MANAGEMENT POLICY, RISK MANAGEMENT STRATEGY, RISK IMPLEMENTATION PLAN AND FRAUD AND CORRUPTION STRATEGY FOR THE FINANCIAL YEAR 2020/2021 (4/12/4)**

That the following policies be approved for the 2020/2021 financial year:

1. Risk Management Policy
2. Risk Management Strategy
3. Risk Implementation Plan
4. Fraud and Corruption Strategy

**ITEM 20/08/26/9.18**

**FILL OF VACANCIES ON COMMITTEES (3/1/1/3)**

That the list of representation on the various standing and statutory committees be approved.

**ITEM 20/08/26/9.19**

**YEAR PROGRAM - MEETING DATES: STANDING COMMITTEES – 2020 (3/1/1/3)**

1. That the meeting dates for 2021 be approved; and
2. That the dates be advertised in the local media and website of the Council on a semester basis.

**ITEM 20/08/26/9.20**

**MID-YEAR AUDIT- AND PERFORMANCE AUDIT REPORT (4/12/4)**

That cognisance be taken of the Mid-Year Audit- and Performance Audit Report.

**ITEM 20/08/26/9.21**

**SECTION 52(d) OF THE MFMA: FOURTH QUARTER TOP LEVEL SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN (SDBIP) PERFORMANCE REPORT: APRIL – JUNE 2020 (15/16/2/1)**

That cognisance be taken of the Section 52(d) of the MFMA: fourth quarter Top Level Service Delivery Budget Implementation Plan (SDBIP) Performance Report: April – June 2020.