



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

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**111DE ALGEMENE RAADSVERGADERING / 111<sup>TH</sup> GENERAL COUNCIL MEETING**  
**26 MEI 2021 / 26 MAY 2021**

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**ITEM 21/05/26/9.1.1**

**INTEGRATED FINANCIAL MANAGEMENT AND INTERNAL CONTROL SYSTEM (4/12/4/1)**

1. That approval to advertise in terms of Section 33 of the MFMA as per council resolution 20/12/09/10.1.5 dated 9 December 2020 be withdrawn;
2. That the municipality engages on a Supply Chain tender process to appoint a service provider to provide an Integrated Financial Management and Internal Control System, including facilitating all current addendums/ agreements/add-ons, modules, anticipated improvements/ systems/modules and licensing;
3. That the non-agreement expenditure as per the Auditor-General's finding and reporting be regarded as irregular for the period 1 July 2020 to date of implementing of the tender as per 1 above; and
4. That any Section 32 of the Municipal Finance Management Act (Act 56 of 2003) be reported to the MPAC and for approval by Council emanating from this item.

**ITEM 21/05/26/9.1.2**

**UNFORESEEN EXPENDITURE 2020/2021: ROADS DIFFERENCE IN FINANCIAL YEARS (4/15/1)**

That approval be granted for the unforeseen expenditure amounting R 5 000 000 due to the difference in annual financial years between West Coast District Municipality and the Western Cape Province.

**ITEM 21/05/26/9.1.3**

**FRUITLESS AND WASTEFUL EXPENDITURE (4/2/1)**

1. That the expenditure be regarded as fruitless and wasteful;
2. That the expenditure amounting to R 160 663-50 to be recovered in accordance with Section 32(2) of the MFMA
3. That the expenditure amounting to R 41 779-92 be written off in terms of Section 32(2)(b) of the MFMA; and
4. That no ex gratia pension be paid without positive existence confirmation.

**ITEM 21/05/26/9.1.4**

**LIQUIDITY POLICY (4/2/1)**

That the proposed changes Liquidity Policy be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.5  
INDIGENT POLICY (4/2/1)**

That the revised Indigent Policy be implemented with effect 1 July 2021.

**ITEM 21/05/26/9.1.6  
CATERING POLICY (4/2/1)**

That the proposed changes to the Catering Policy be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.7  
COUNCILLOR TOOLS OF TRADE POLICY (4/2/1)**

That the proposed changes to the Councillor Tools of Trade Policy be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.8  
SUPPLY CHAIN MANAGEMENT POLICY (4/2/1)**

That the proposed Supply Chain Management Policy be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.9  
REPEALING PROPERTY RATES POLICY (4/2/1)**

That the Property Rates Policy be repealed.

**ITEM 21/05/26/9.1.10  
UNCHANGED BUDGET AND FINANCIAL RELATED POLICIES (4/2/1)**

That the following policies remain unchanged for the period 2021/2022:

1. Adjustment Budget Policy;
2. Borrowing Funds and Reserve Policy;
3. Budget Implementation and Monitoring Policy;
4. Executive Mayors Special Fund Policy;
5. Policy for the Calculation of Provision for Bad Debt;
6. Tariff Policy; and
7. Virement Policy.

**ITEM 21/05/26/9.1.11  
POLICY ON UNAUTHORISED, IRREGULAR OR FRUITLESS AND WASTEFUL EXPENDITURE (4/2/1)**

That the proposed changes Policy on Unauthorised, Irregular or Fruitless and Wasteful Expenditure be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.12  
COST CONTAINMENT POLICY (4/2/1)**

That the proposed changes Cost Containment Policy be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.13  
CREDIT CONTROL & DEBT COLLECTION POLICY (4/2/1)**

That the proposed changes to the Credit Control & Debt Collection Policy be approved with effect 1 July 2021.

**ITEM 21/05/26/9.1.14**  
**INFORMATION AND COMMUNICATION TECHNOLOGY POLICIES (5/2/2/4)**

1. That the following policies remain unchanged for the period 2021/2022:
  - a) Disaster Recover Plan
  - b) End Users Security Policy
  - c) ICT Data Backup and Recovery Policy
  - d) ICT User Access Management Policy
  - e) Internet and Email Policy
  - f) ICT Disaster Recovery Business Impact and Risk Analysis
  - g) IT Change Control Policy
  - h) Firewall Configuration Policy
  
2. That the proposed changes to the ICT Strategic Plan be approved with effect 1 July 2021.

**ITEM 21/05/26/9.2.1**  
**REPORT OF THE PERFORMANCE EVALUATION PANEL DATED 8 MARCH 2021 (10/3/2/3/37)**

That the Performance Evaluation Report dated 8 March 2021 be approved.

**ITEM 21/05/26/9.2.2**  
**REVIEW OF THE AUDIT COMMITTEE CHARTER (4/12/4)**

That the revised Audit- and Performance Audit Committee Charter be approved for the 2021/2022 financial year.

**ITEM 21/05/26/9.2.3**  
**INTERNAL AUDIT CHARTER (4/12/4)**

That the revised Internal Audit Charter be approved for the 2021/2022 financial year.

**ITEM 21/05/26/9.3.1**  
**OVERSIGHT REPORT OF THE ANNUAL REPORT 2019/2020 (3/4/5; 10/3/2/3/36)**

1. That the Oversight Report on the Annual Report 2019/2020 and the Annual Report 2019/2020 be approved and adopted in terms of Section 129(1)(a) of the MFMA (Act no 56 of 2003) with reservations;
  
2. That the following reservations be noted:
  - a. The audit status with regard to the bac disputed matter might be favourable which will change it from Unqualified with findings to Clean Audit status;
  - b. If not favourable, the BAC disputed matter with AGSA officially be registered as a dispute in terms of the public audit act and seek a declaratory order;
  - c. That consideration also be given for interpretation disputed matters for further action and report back to Council;
  
3. That the revised Audited Annual Financial Statements and Auditor-General report and be included in the Annual Report 2019/2020 upon receipt;
  
4. That feedback on issues raised pertaining to the 2019/2020 Annual Report review and the status on the implementation of corrective actions to address these matters, if any, be noted;
  
5. That the status on progress made in addressing the 2019/2020 issues raised by the Auditor-General, if any be noted;

6. That regular feedback be provided to the MPAC on the actions implemented/taken to address above aspects if any;
7. That any findings and amendments by the Auditor-General, if any, be adjusted;
8. That the revised and updated Oversight Report and Annual Report for the 2019/2020 financial year be submitted to the relevant Provincial Treasury and the Provincial Departments responsible for Local Government in the Province and the Provincial Legislature in terms of Section 132(2) of the MFMA; and
9. That the Oversight Report 2019/2020 be made public in terms of Section 129(3) of the MFMA.

**ITEM 21/05/26/9.3.2**  
**FILL OF VACANCIES ON COMMITTEES (3/1/1/3)**

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

**ITEM 21/05/26/9.3.3**  
**APPOINTMENT OF DIRECTOR: TECHNICAL SERVICES (7/3/2/1)**

1. That the following selection panel be appointed in terms of Regulation 12(4) of the Local Government: Regulations on the appointment and conditions of employment of senior managers of 17 January 2014:
  - Mr DC Joubert - Chairperson;
  - Ald BJ Stanley
  - Mr IAB van der Westhuizen (Cape Winelands DM)
2. That the Council considers the recommendation on the selection process of the selection panel for the appointment of a Director: Technical Services;
3. That approval is granted that the Senior Manager: Water Supply [Mr MAJ Visser] acts in the position of Director: Technical Services for a period of two (2) months from 1 June 2021 to 31 July 2021;
4. That if the position of Director: Technical Services is not filled by 1 August 2021, the post will be re-advertised; and
5. That an application be submitted to the Minister of Local Government, Environmental Affairs and Development Planning for the extension of the period of acting as Director: Technical Services for Mr MAJ Visser for a period that does not exceed three (3) months.