



# KAROO HOOGLAND MUNISIPALITEIT

NOTULE VAN 'N ALGEMENE VERGADERING VAN DIE RAAD WAT GEHOUD IS OP VRYDAG, **15 MEI 2020**, VANAF 09:30 DEUR MIDDEL VAN WHATSAPP-GROEP KOMMUNIKASIE MET "VOICENOTES", FOTOS EN TEKS-BOODSKAPPE AGV "LOCKDOWN" PERIODE EN DIE VERBOD OP REIS EN VERGADERINGS.

## NOTULE

Vergadering begin om 09:30.

### 1. OPENING EN VERWELKOMING

BM open vergadering en noem dat raadslede en amptenare as deel van die presensie 'n "selfie" moet neem en op die "whatsapp group" plaas as bewys van hul teenwoordigheid op die virtuele vergadering.

#### BESLUIT DAT:

- a) Die Raad dit aanvaar om die Algemene Raadsvergadering so per Whatsapp-Groep met verduideliking, insette en dan voorstelling en sekondante te hanteer van die aanbevelings.

Voorgestel deur : Raadslid G Klazen  
Sekondeur deur: Raadslid JE Davids

### 2. KENNISGEWING VAN VERGADERING & KONSTITUERING

#### 2.1 KENNISGEWING VAN VERGADERING

Die Burgemeester noem dat daar vroegtydig kennisgegee is aan raadslede en amptenare, op 6 Mei 2020.

#### BESLUIT DAT:

- a) Die Raad kennis neem dat die kennisgewing van die vergadering 7 dae voor die vergadering geskied het.

Voorgestel deur : Raadslid G Klazen  
Sekondeur deur: Raadslid JE Davids

#### 2.2 KONSTITUERING

Die vergadering word ingevolge die Bepalings van Artikel 29 (2) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998, gekonstitueerd verklaar.

Die Burgemeester verklaar die vergadering wettig omdat die manier van vergadering hou deur alle lede teenwoordig aanvaar is asook omdat die volle raad teenwoordig is en deelneem aan die vergadering.

MUNICIPAL MANAGER: JJ FORTUIN

MAYOR: VC WENTZEL

### 3. AANSOEKE VIR VERSKONING VIR NIE-BYWONING & PRESENSIE

#### 3.1 VERSKONINGS

Geen

#### 3.2 PRESENSIE (soos vanaf "selfies" ontvang)

##### RAADSLEDE:

Raadslid (me) VC Wentzel : Burgemeester  
Raadslid JJ v/d Colff  
Raadslid JE Davids  
Raadslid G Klazen  
Raadslid J Jooste  
Raadslid (me) AM Januarie  
Raadslid JJ Jacobs

##### AMPTENARE :

Mnr JJ Fortuin : Munisipale Bestuurder  
Mnr SJ Myburgh  
Mnr FJ Lotter  
Mnr A Gibbons  
Me C Viljoen  
Me EMS Skippers : Sekretariaat

##### BESLUIT DAT:

a) Die "selfies" as deel van presensie aanvaar word.

Voorgestel deur : Raadslid JE Davids  
Sekondeur deur: Raadslid JJ Jacobs

### 4. AANVAARDING VAN AGENDA & VERKLARING VAN BELANGE

#### 4.1 AANVAARDING VAN AGENDA

##### BESLUIT DAT:

a) Agenda van vergadering aanvaar word met toevoeging van die 2 Upper Limits punte soos hieronder uitgebrei vir besluitnemeing.

Voorgestel deur : Raadslid JE Davids  
Sekondeur deur: Raadslid JJ Jacobs

##### TOEVOEGINGS TOT AGENDA:

**8.11 UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS**

**8.12 UPPER LIMITS OF COUNCILLORS : DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS**

#### 4.2

**BELANGE VERKLARING INDIEN ENIGE RAADSLID/AMPTENAAR BELANGE HET BY DIE PUNTE VIR BESPREKING SOOS OP DIE AGENDA OF ANDER**

Geen.

MUNICIPAL MANAGER: JJ FORTUIN

MAYOR: VC WENTZEL

## 5. MEDEDELINGS DEUR DIE VOORSITTER

### 5.1 LIEF EN LEED

BM wens diegene geluk wat verjaar het asook die wat in huwelike getree het. Sy noem ook dat die raad dink aan die gemeenskap wat dalk 'n geliefde aan COVID-19 afgestaan het en wens hul sterkte toe.

### 5.2 AANKONDIGINGS

BM noem dat ons nog in die "lockdown" periode is en dat ons vanaf level 5 na level 4 beweeg het. Sy versoek dat die regulasies steeds nagekom moet word en dat daar na die media gekyk moet word om ingelig te bly. Sy versoek ook dat elke wyksraadslid deel uit moet maak van die prosese in hul wyke.

### 5.3 EXEMPTION FROM MFMA REPORTING REQUIREMENTS

CFO noem dat hul wel elke maand operasioneel aangaan en dat hul elke maand hul Section 71 Report, Grant Reports asook die Data Strings doen en indien.

#### BESLUIT DAT:

- a) Die Raad kennis neem van die Regulasie wat afgekondig is dat uitstel gegee is om wetlike rapporterings (In terme van die MFMA) wat nie nagekom kon word nie, eers binne 30 dae nadat die "lockdown" opgehef is, nagekom moet word.

Voorgestel deur : Raadslid JJ v/d Colff  
 Sekondeer deur: Raadslid G Klazen

## 6. GOEDKEURING VAN VORIGE RAADSVERGADERINGNOTULE

### 6.1 Notule van die Algemene Raadsvergadering gehou op 25 Februarie 2020:

#### BESLUIT DAT:

- a) die goedkeuring van die notule van die Algemene Raadsvergadering gehou op 25 Februarie 2020, sal oorstaan na die eerste volgende Algemene Raadsvergadering.
- b) Die raad dit moet oorweeg om van "Microsoft Teams", "Zoom" of "Skype" gebruik te maak vir die volgende vergadering omdat die "lockdown" baie lank kan aanhou en dat die notules goedgekeur moet word.

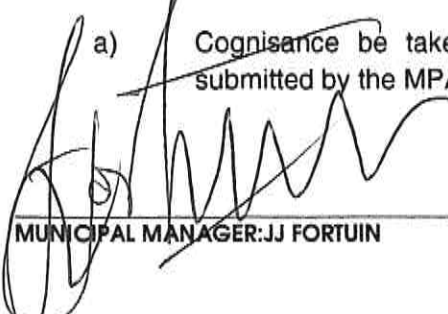
Voorgestel deur : Raadslid JE Davids  
 Sekondeer deur: Raadslid J Jacobs

## 7. VERSLAG VAN "MPAC/OVERSIGHT COMMITTEE" : OORSIGVERSLAG 2018/2019

Die Verslag van die Voorsitter van die MPAC was uitgegee met die verspreiding van die Agenda. Dit word ook aangeheg vir notule doeleindes.

#### RESOLVED THAT, IN ACCORDANCE WITH MFMA SECTION 129(1):

- a) Cognisance be taken of the Oversight Report on 2018/2019 Annual Report, as submitted by the MPAC/Oversight Committee;

  
 MUNICIPAL MANAGER: JJ FORTUIN

  
 MAYOR: VC WENTZEL

- b) Council, having fully considered the annual report of the municipality for the 2018/2019 financial year and the Auditor General's representations thereon, adopts the Oversight Report 2018/2019;
- c) **Council adopts and approves the 2018/2019 Annual Report without reservations;**
- d) Council take note of the Recommendations of the Audit Committee on the AFS and the performance of the municipality, but that they are still requested to make their recommendations on the Audit Report for 2018/2019 as soon as possible and that these recommendations be addressed by the MPAC/Oversight Committee and Council during June 2020;
- e) The Oversight Report be made public in accordance with Section 129(3) of the Municipal Finance Management Act, 56 of 2003;
- f) The Oversight Report on the Annual Report 2018/2019 be submitted to the provincial legislature in accordance with Section 132(2) of the Municipal Finance Management Act, 56 of 2003;
- g) That Council approves the Final Annual Report for 2018/2019 and that Council also take note that no input was received after the Annual Report was advertised.

*Proposed by : Councillor G Klazen*

*Seconded by : Councillor J Jooste*

## 8. BEGROTINGSAANGELEENTHEDE & KONSEP BEGROTING 2020/2021

### 8.1 POLICIES (BUDGET RELATED)

The following Budget Related Policies were distributed for revision and input during May 2020:

- a. Tariff Policy
- b. Property Rates Policy
- c. Credit Control Policy, Customer Care and bad debt
- d. Indigent Policy (Deernis)
- e. Budget Policy
- f. Supply Chain Management Policy (Voorsieningskanaalbestuur)
- g. Write Off Policy
- h. Asset Management Policy
- i. Subsistence and Traveling Policy
- j. Gift and Reward Policy
- k. Borrowing Policy
- l. Bank Investment and Interest Policy
- m. Unauthorised, irregular, Fruitless and Wasteful Expenditure Policy
- n. Fraud Prevention Policy
- o. Risk Management Policy
- p. SIPDM Policy
- q. Virement Policy
- r. Performance Management Policy
- s. Performance Management Framework
- t. Cost Containment Policy

  
MUNICIPAL MANAGER: J FORTUIN

  
MAYOR: V.C. WENTZEL



- u. Appointment and Use of Consultants/
- v. Contract Management Policy(Draft)

**BESLUIT DAT:**

- 8.1.1 Die Raad kennis neem dat die beleide versprei is en dat dit met die Raad gewerkswinkel sal word so gou as moontlik.

*Voorgestel deur : Raadslid JJ v/d Colff*

*Sekondeur deur: Raadslid AM Januarie*

**8.2 NATIONAL TREASURY CIRCULARS**

CFO verduidelik waarom die twee circulars gaan en noem dat hul voldoen aan alles wat die circulars versoek. Hy noem ook dat hul nie inteenstelling met die circulars gaan nie want dan moet hulle aan NT as verduidelik. Hy noem ook dat hul intussen skrywes van Nersa ontvang het waar die balk aankope met 6.9% verhoog gaan word en wat hul dan kan deurgee aan die verbruikers is dan 6.2%.

**RESOLVED THAT:**

- a) Council take note of the National Treasury Circulars No.98 and No 99 With regards to the Budget and that Karoo Hoogland Municipality will comply with approving and submitting the Budget.

*Proposed by : Councillor JE Davids*

*Seconded by : Councillor J Jacobs*

Raadslid Klazen verwys na heffings wat gedoen gaan word. Hy noem aangesien die beleide later gedoen sal word of daar 'n regstelling/aanpassing gemaak kan word by die hersiening van die beleide veral by die Tariewe Beleid. Hy noem dat hy dink die Recovery Rate van 25% vir spesifiek die gemeenskap van Fraserburg asook 'n gedeelte van Williston se gemeenskap die swaarste gaan affekteer en dat daar na alternatiewe voorstelle gekyk moet word.

CFO noem dat hy 'n ander voorstel het wat hy graag aan die Raad wil maak Bv. om nie sanitasie, property rates en vullis verwydering vir die jaar op te sit nie, maar wel elektrisiteit en water op te sit. Hy noem ook dat die 25% as 'n "recovery" gehou moet word om sodoende te verseker dat ons kan funksioneer as 'n "going concern".

**8.3 LINE ITEM BUDGET**


CFO noem dat daar geen riglyne in terme van NT se circulars is dat daar wel 'n lyn item begroting moet wees nie. Die rede hoekom hul dit altyd saamstel is om dit makliker vir die Raad te maak omdat dit meer verstaanbaar is as die A1 skedules wat deur NT voorgeskryf word.


**RESOLVED THAT:**

- a) Council take note of the tabled Concept Line Item Budget;
- b) Council will consider the tabled Concept Line Item Budget;
- c) Council indicate any contributions/changes they wish to ammend before the final budget meeting;
- d) The draft budget be advertised properly for any comments.

*Proposed by : Councillor JJ v/d Colff*

*Seconded by : Councillor AM Januarie*

  
MUNICIPAL MANAGER: JJ FORTUIN

  
MAYOR: V.C. WENTZEL

**8.4 TARIEF LYS/TARIFF LIST 2020/2021**

CFO noem dat erf belasting met 4.5 % styg, sanitasie styg met 4.5% styg, vullis verwydering met 4.5%, elektrisiteit met 6.2% en water met 11%. Hy verwys ook na die infasering van die water en dat hierdie die laaste jaar is. In die toekoms sal die water tariewe gelykstaande wees aan sanitasie en vullis verwydering en ook erf belasting.

**RESOLVED THAT:**

- a) Council take note of the tabled Tariff List for 2020/2021;
- b) The Tariff list be advertised properly for any comments;
- c) The new tariffs will be communicated to the public with regards to new tariffs to be implemented such as penalties, fines and higher tariffs with regards to water usage in drought periods and tampering with municipal meters and equipment.

*Proposed by : Councillor JJ v/d Colff  
Seconded by : Councillor AM Januarie*

**8.5 A1-SCHEDULE**

CFO noem dat bogenoemde die enigste wettige begroting is wat deur NT erken word. Hy bespreek die "Main Tables"- A4 en A5.

**RESOLVED THAT:**

- a) Council approved the draft tabled A1 Schedules for 2020/2021 – 2022/2023 with reference to the Main schedules A1 – A10 and supporting Schedules SA1 - SA38 which was emailed to the Councillors on 6 May 2020.

*Proposed by : Councillor JE Davids  
Seconded by : Councillor G Klazen*

**8.6. BATHO PELE GUIDELINE NARATIVE BUDGET**

CFO noem dat dit dieselfde is as die A1-Skedule, maar dat dit net baie meer beskrywend is.

**RESOLVED THAT:**

- a) Council approve the Batho Pele Guideline Narrative Budget that was submitted to Council and it will be submitted to Treasury as well.

*Proposed by : Councillor JE Davids  
Seconded by : Councillor JJ Jacobs*

**8.7. REPORT OF THE CFO**


CFO noem dat dit gaan oor die wetlike vereistes van die goedkeuring van 'n konsep begroting. Sy verslag is aan die Raad versprei en word aangeheg vir notule doeleindes.

**RESOLVED THAT:**

- a) Council take note of the Report from the CFO on the Draft Annual Operating and Capital Budget 2020/2021;
- b) Council take note and Approve the annual operating and capital budget in terms of Section 17(3)(a)(i)(ii)(iii) of the MFMA no 56 of 2003
- c) Impose the municipal taxes and municipal tariffs as per the tariff list.

*Proposed by : Councillor J Jacobs  
Seconded by : Councillor JE Davids*

  
MUNICIPAL MANAGER: JJ FORTUIN

  
MAYOR: VC WENTZEL

**8.8. SERVICE LEVELS STANDARDS /DELIVERY STANDARDS**

CFO noem dat dit daarop dui hoeveel huisgesinne ons van water voorsien en of ons 'n "back-log" het. Hy noem dat dit 'n standaard generiese "template" is wat voltooi moet word vir NT, en dit is voltooi.

**RESOLVED THAT:**

- a) Council take note of the Service level Standards which was distributed to them.

*Proposed by : Councillor JJ v/d Colff*

*Seconded by : Councillor AM Januarie*

**8.9 KONSEP VERORDENINGE**

Me Viljoen noem dat dit reeds die derde keer is dat die item op die agenda van die raad verskyn. Sy noem ook dat die konsep verordeninge ook reeds by twee vorige geleenthede aan die Raad versprei en voorgehou was. Hierdie stap is net om die proses weer aan die gang te kry om insette van die publiek te kry om die konsep dokumente te finaliseer.

**BESLUIT DAT:**

- a. Daar 'n advertensie in die Noordwester asook op die webblad/Facebookblad en kennisgewingborde geplaas word om die publiek in kennis te stel van die volgende konsep verordeninge wat die Raad beoog om te laat afkondig, sodat die Publiek hul insae kan lewer teen 19 Junie 2020:
1. Aanhou van Diere, Pluimvee en Bye
  2. Wetstoepassing

*Voorgestel deur : Raadslid JJ v/d Colff*

*Sekondeer deur: Raadslid AM Januarie*

**8.10 REPORT ON THE INCREASE OF CELLPHONE ALLOWANCE MUNICIPAL MANAGER AND SENIOR MANAGERS REPORTING DIRECTLY TO MUNICIPAL MANAGER**

Die CFO het 'n deeglike verslag aan die Raad voorgehou ter verduideliking en motivering van hierdie aanpassing.

**RESLOVED THAT:**

- (a) Council approve the increase of the cell phone allowance for the Municipal Manager and Senior Managers effectively from 1 May 2020
- (b) Council approve the increase of R 1 000.00 per month for Municipal Manager and Senior Managers

*Proposed by : Councillor JE Davids*

*Seconded by : Councillor G Klazen*

  
MUNICIPAL MANAGER: JJ FORTUIN

  
MAYOR: JG WENTZEL

# 8.11 UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS

*The Government Gazette Nr 43122 published on 20 March 2020 was distributed to Councillors.*

## **RESOLVED THAT:**

- a) Council takes note of the Government Gazette Nr 43122 published on 20 March 2020;
- b) The Municipal Manager and the managers directly reporting to the MM be paid in accordance to the Government Gazette as was the status quo and as was budgeted for per the schedule.

*Proposed by: Councillor JE Davids*

*Seconded by: Councillor G Klazen*

# 8.12 UPPER LIMITS OF COUNCILLORS : DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS

*The Government Gazette Nr 43246 published on 24 April 2020 was distributed to Councillors.*

## **RESOLVED THAT:**

- a) Council takes note of the Government Gazette Nr 43246 published on 24 April 2020;
- b) Council approves the Upper Limits for Councillors after confirmation from the CFO that the amounts were budgeted for;
- c) After the Concurrence from the MEC are received the "Upper Limits for Councillors" will be paid out accordingly.

*Proposed by: Councillor JE Davids*

*Seconded by: Councillor G Klazen*

## **9. KONSEP GOP/DRAFT IDP**

### **9.1 KONSEP GOP/IDP (versprei vanaf 8 Mei 2020)**

*Mnr Gibbons hou sy verslag voor.*

## **RESOLVED THAT:**

- a) Council adopts the Revised Integrated Development Plan for 2020/2021 with the following amendments:
  - i. Changes to the document layout as proposed by COGTHA to the Revised IDP Framework;
  - ii. Inclusion of the New adopted Spatial Development Framework(2019);
  - iii. Inclusion of the Namaqua District Municipalities IDP projects for Sector Departments;
  - iv. Inclusion of the Namaqua District Municipality Development Profile;
  - v. Inclusion of the Carnarvon-Sutherland Tourism Master Plan;
- b) The public will receive notice of the draft IDP and the adoption thereof and that they will be made aware that they may give input;
- c) A summary of the Draft IDP will be advertised on the website and will be available at all the offices open during the lockdown period.

*Proposed by : Councillor JE Davids*

*Seconded by : Councillor JJ Jacobs*

## **10. AFSLUITING**

Vergadering verdaag om 10:35

MUNICIPAL MANAGER: JJ FORTUIN

MAYOR: VC WENTZEL