

BERGRIVIER MUNISIPALITEIT / MUNICIPALITY

VISIE:

Bergrivier: 'n vooruitstrewende gemeenskap waar almal wil leef, werk, leer en speel op 'n menswaardige manier.

VISION:

Bergrivier: a prosperous community where all want to live, work, learn and play in a dignified manner.



KERN WAARDES / CORE VALUES

We are all part of Bergrivier Municipality.
We render good services to ensure dignified living to all.
We are unashamedly pro-poor.
We believe in close innovative partnerships.
We believe in social and economic development of our area.
We care about our work and our colleagues.
We are disciplined.
We are honest.
We believe in good relationships.
We serve with pride.

2020: JAAR VAN DIENS-UITNEMENDHEID!

NOTULE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE SE VIRTUELE VERGADERING GEHOU OP VRYDAG 29 MEI 2020 OM 11:00 VANAF MUNISIPALE KANTORE, PIKETBERG

TEENWOORDIG:

LEDE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE

Rdh. RM van Rooy [DA] : Uitvoerende Burgemeester
Rdd. SM Crafford [DA] : Uitvoerende Onderburgemeester
Rdl. AJ du Plooy [DA] : Lid van Burgemeesterskomitee

ANDER RAADSLEDE

Rdh. A de Vries [DA] : Speaker
Rdl. J Daniels [DA] : Voorsitter van Korporatiewe Dienste Komitee (Artikel 79)

AMPTENARE

Adv. H Linde : Munisipale Bestuurder
Mnr. FM Lötter : Direkteur Finansiële Dienste
Mnr. JWA Kotzee : Direkteur Korporatiewe Dienste
Mnr. AC Koch : Direkteur Tegnieese Dienste
Mnr. DA Josephus : Direkteur Gemeenskapsdienste
Mnr. SM Lesch : Bestuurder: Administrasie (waarnemend)
Mev. A van Sittert : Bestuurder: Strategiese Dienste
Mnr. NJ Scheepers : Hoof: Sekretariaat & Rekordsbestuur
Mnr. M Sheldon : Hoof: Kommunikasie
Mev. J Erasmus : Interne Ouditeur
Mev. JM Rosenberg : Senior Tikster



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AKSIE

BKN001/05/2020
OPENING EN VERWELKOMING

Die Voorsitter open die vergadering met 'n minuut van stilte, waarna hy almal verwelkom by die vergadering.

Verder bedank die Voorsitter alle Direkorate en ander rolspelers vir die goeie werk gelewer tydens die huidige COVID-19 pandemie.

Die Uitvoerende Burgemeester doen 'n ernstige beroep op alle amptenare om uitvoering te gee aan die COVID-19 regulasies, soos afgekondig deur die President, om daaglik veiligheid en sindelikeid toe te pas.

BKN002/05/2020
AANSOEKE OM VERLOF TOT AFWESIGHEID
3/3/1/4

Raadslid M Wessels – afwesig met verskoning

BKN003/05/2020
VERKLARING VAN BELANGE INGEVOLGE SKEDULES 1 & 2 (GEDRAGSKODE VIR RAADSLEDE EN AMPTENARE)
3/3/1/6

Alle Raadslede en Amptenare verklaar dat hulle geen persoonlike belange met betrekking tot die items op die agenda het nie.

BKN004/05/2020
WYSIGING AAN DIE BELEID: “RULES OF ORDER” OM VOORSIENING TE MAAK VIR VIRTUELE VERGADERINGS VAN DIE RAAD
2/B

Die Munisipale Bestuurder lei die item in en gee breedvoerig agtergrond oor die item onder bespreking.

AANBEVELINGS: VIR GOEDKEURING DEUR DIE RAAD

1. Dat die Uitvoerende Burgemeesterskomitee die konsep wysiging aan die Raad se “Rules of Order” beleid oorweeg en aanbeveel aan die Raad vir oorweging en goedkeuring; en
2. Dat die Uitvoerende Burgemeesterskomitee- en Raadsvergadering van Vrydag 29 Mei 2020 volgens hierdie voorgestelde wysiging gehou word en alle daaropvolgende vergaderings van die Raad (insluitende alle Komitees en alle ander vergaderings van Bergvliet Munisipaliteit) waar nodig.

BKN005/05/2020
2019/2020 SPECIAL COVID - 19 ADJUSTMENT BUDGET
5/5/1

(The special COVID-19 budget was tabled at the meeting as previously distributed electronically as Annexure – A)

The Director Financial Services gave a brief summary of the item under discussion.



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Various inputs and comments were made by the Committee members.

RECOMMENDATIONS: FOR APPROVAL BY COUNCIL

1. That it be noted that an adjustment budget is necessary in accordance with Section 23(3) of the Municipal Budget and reporting regulations as a result of the additional grants.

That Municipal councils may pass a special adjustment budget before the end of the 2019/2020 municipal financial year to authorise all expenditure linked to the emergency to address the COVID-19 pandemic;

2. That the 4th Annual Adjustments Budget of Bergrivier Municipality for the Financial year 2019/2020, as set-out in the schedules, be considered as contained in the following prescribed budget tables;
 - (i.) Table B1: Adjustments budget summary
 - (ii.) Table B2: Adjustments Budget Financial Performance (expenditure by standard classification)
 - (iii.) Table B3: Adjustments Budget Financial Performance (expenditure by municipal vote)
 - (vi) Table B4: Adjustments Budget Financial Performance (revenue by source)
 - (v) Table B5 to B10 as well as supporting tables SB1 to SB19; and
3. That adjustments permitted in terms of Section 28(2)(b) of the Municipal Finance Management Act and reflected in the tables referred to in resolution (1) above be approved.

BKN006/05/2020

AMENDMENT OF THE 2019/20 TOP LEVEL SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN (TL SDBIP) IN TERMS OF SECTION 54 (1) (c) OF THE MUNICIPAL FINANCE MANAGEMENT ACT (ACT 56 OF 2003)

(The schedule was tabled at the meeting as previously distributed electronically as Annexure – B)

The Municipal Manager gave a brief summary of the item under discussion.

RECOMMENDATION: FOR APPROVAL BY COUNCIL

That the approved 2019/20 TL SDBIP be amended as attached (in the report) in terms of Section 54(1)(c) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA).

BKN007/05/2020

AMENDMENT FOLLOWING THE THIRD REVIEW OF THE FOURTH GENERATION INTEGRATED DEVELOPMENT PLAN (2017-2022)

15/1/5/5

(The schedule was tabled at the meeting as previously distributed electronically as Annexure – C)

The Manager: Strategic Services gave a brief summary of the item under discussion.

Various inputs and comments were given by the Executive Deputy Mayor,



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Chief Financial Officer and Manager: Strategic Services.

RECOMMENDATIONS: FOR APPROVAL BY COUNCIL

1. The Amendment following the Third Review of the 2017-2022 Integrated Development Plan (IDP) for Bergrivier Municipality be approved in terms of section 34 of the Municipal Systems Act, 2000 (No 32 of 2000); and
2. That the legal process as prescribed in the Municipal Systems Act, 2000 (No 32 of 2000), Municipal Finance Management Act, 2003 (No 56 of 2003) and the Municipal Budget and Reporting Regulations, 2009, be completed after approval of the IDP by Council.

BKN008/05/2020

APPROVAL OF THE 2020/21, 2022/23 BUDGET AND MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK

15/1/1

(The 2020/21, 2022/23 budget and medium term revenue and expenditure was tabled at the meeting as previously distributed electronically as Annexure – D)

The Executive Deputy Mayor gave a brief summary of the item under discussion, she highlighted that the decreasing of the personnel budget may have a negative effect on service delivery.

Additional information was provided by the Chief Financial Officer.

The Municipal Manager confirmed that the Executive Mayoral Committee will be informed of the progress on all wardbased project plans.

Various inputs and comments were made by the Committee members.

RECOMMENDATIONS: FOR APPROVAL BY COUNCIL

1. The Council of Bergrivier Municipality, acting in terms of section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts:
 - a. The annual budget of the municipality for the financial year 2020/21 and the multi-year and single-year capital appropriations as set out in the following tables:
 - (i) Budgeted Financial Performance (revenue and expenditure by standard classification) – Table A2;
 - (ii) Budgeted Financial Performance (revenue and expenditure by municipal vote) – Table A3;
 - (iii) Budgeted Financial Performance (revenue by source and expenditure by type) – Table A4; and
 - (iv) Multi-year and single-year capital appropriations by municipal vote and standard classification and associated funding by source – Table A5.
 - b) The financial position, cash flow budget, cash-backed reserve/accumulated surplus, asset management and basic service delivery targets are approved as set out in the following tables:
 - i) Budgeted Financial Position – Table A6;
 - ii) Budgeted Cash Flows – Table A7;
 - iii) Cash backed reserves and accumulated surplus reconciliation –



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Table A8;

- iv) Asset management – Table A9; and
- v) Basic service delivery measurement – Table A10.

2. The Council of Bergrivier Municipality, acting in terms of section 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts with effect from 1 July 2020:
 - a) the tariffs for property rates,
 - b) the tariffs for electricity,
 - c) the tariffs for the supply of water
 - d) the tariffs for sanitation services
 - e) the tariffs for solid waste services;
3. The Council of Bergrivier Municipality, acting in terms of 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts with effect from 1 July 2020 the tariffs for other services as contained in the tariff list included in the budget document;
4. That Council specifically take note of the fact that the proposed electricity charges and tariff structure is subject to NERSA final approval;
5. To give proper effect to the municipality's annual budget, the Council of Bergrivier Municipality approves:
 - a) That cash backing is implemented through the utilisation of a portion of the revenue generated from property rates to ensure that all capital reserves and provisions, unspent long-term loans and unspent conditional grants are cash backed as required in terms of section 8 of the Municipal Budget and Reporting Regulations;
 - b) That the municipality be permitted to enter into long-term loans for the funding of the capital programmes in respect of the 2020/21 financial year limited to an amount of R15.2 million in terms of Section 46 of the Municipal Finance Management Act;
 - c) That the Municipal Manager be authorised to sign all necessary agreements and documents to give effect to the above lending programme;
6. That the Council of Bergrivier Municipality, acting in terms of section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts the following existing and new policies:
 - a) Asset management policy;
 - b) Cash Management and Investment policy;
 - c) Credit control and Debt collection policy;
 - d) Property Rates policy and By-law;
 - e) Tariff policy;
 - f) Virement policy;
 - g) Supply Chain Management policy;
 - h) Borrowing Policy;
 - i) Funding, Reserves and Long Term Financial Planning Policy;
 - j) Budget Implementation and Monitoring Policy;
 - k) Petty Cash Policy;
 - l) Creditors councillors and staff payment policy;



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- m) Cost Containment policy;
- n) Preferential Procurement Policy;
- 7. That the necessary amendments to all relevant by-laws be done to give effect to the amendments in the policies as listed in recommendation 6 above;
- 8. That the service level standards attached as Annexure “D” be approved;
- 9. That the SIME assessment from the Provincial Treasury attached as Annexure “E” be noted;
- 10. That the municipal response to the SIME assessment attached as Annexure “F” be noted; and
- 11. That the procurement plans attached as Annexure “G” be noted.

BKN009/05/2020

NEW LONG TERM BORROWING APPROVAL MTREF 2019/20 – 2021/22
5/5/1

The Executive Deputy Mayor gave a brief summary of the item under discussion.

RECOMMENDATIONS: TO BE APPROVED BY COUNCIL

- 1. That the capital projects and subsequent expenditure reflected in table 1 as approved in the 2019/2020 budget and MTREF be noted;
- 2. That approval be granted to raise long term debt in the amount of R6 550 000.00 Million to finance the capital projects contained in table 1 above over the MTREF Period 2019/20 as per the attached annexure “1”;
- 3. That Council take note of the proposed debt repayment terms and debt repayment schedules as per the attached annexure “1”;
- 4. That Council take note of the anticipated total cost associated with the long term debt over the repayment period as per the attached annexure “1”; and
- 5. That the Municipal Manager be authorized to sign all relevant documentation necessary for the execution of recommendation (b) above.

BKN010/05/2020

2019/20 QUARTERLY BUDGET AND PERFORMANCE REPORT FOR QUARTER 3: 1 JANUARY – 31 MARCH 2020 SUBMITTED IN TERMS OF SECTION 52(d) OF THE MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT 56 OF 2003)

The Municipal Manager gave a brief summary of the item under discussion.

Additional information was provided by the Manager: Strategic Services.

RECOMMENDATIONS: FOR APPROVAL BY COUNCIL

- 1. That the quarterly performance report for Quarter 3 (1 January – 31 March 2020) be noted;



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2. That it is noted that the report was distributed electronically to Council end April, but it was not possible to submit it to an official Council meeting due to the lockdown; and
3. That this report be read in conjunction with the Quarterly Budget Report which is submitted to Council in terms of Section 52(d) of the Municipal Finance Management Act, Act 56 of 2003.

BKN011/05/2020

OORWEGING VAN RAADSLIDVERGOEDING 2019/2020

Die Munisipale Bestuurder lei die item in en gee kortliks agtergrond oor die item onder bespreking.

Die Munisipale Bestuurder vestig die aandag van die Uitvoerende Burgemeesterskomitee op paragraaf 6 in die verslag, ter kennisname.

AANBEVELINGS: VIR GOEDKEURING DEUR DIE RAAD

1. Dat die maksimumperk vir raadslidvergoeding soos gepubliseer in Staatskoerant No 43246 gedateer 24 April 2020 van toepassing op 'n Graad 3 munisipaliteit, terugwerkend vanaf 1 Julie 2019 goedgekeur word;
2. Dat die nodige goedkeuring by die Provinsiale Minister van Plaaslike Regering verkry word;
3. Dat die uitbetaling van die verhogings, waar van toepassing, gedoen word sodra die nodige goedkeuring verkry is vanaf die Provinsiale Minister van Plaaslike Regering; en
4. Dat daar kennis geneem word dat die goedgekeurde begrote bedrag voldoende is om die verhoging te akkommodeer.

BKN012/05/2020

AFSKRYF VAN ALLE SKULD OUER AS 1020 DAE

5/5/1

Die Voorsitter lei die item in en gee kortliks 'n breedvoerige agtergrond oor die item onder bespreking.

BESLUIT

Dat die item terugverwys word vir verdere bespreking by die Finansiële Dienste Komitee vergadering.

**DIREKTEUR
FINANSIËLE
DIENSTE**



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BKN013/05/2020

**PREVENTION AND MANAGEMENT OF COVID-19: WORKPLACE POLICY AND COVID-19
WORKPLACE PLAN**

2/B

The Portfolio Chairperson, Councillor Daniels gave a brief summary of the item under discussion.

The Municipal Manager thanked the Director Corporate Services and Manager: Human Resources for excellent work done with regard to the workplace policy and COVID-19 workplace plan.

RESOLVED

1. That the Mayoral Committee approves the Prevention and Management of COVID-19 in the Workplace Policy as Annexure A in the report; and
2. That the Mayoral Committee take note of the COVID-19 Workplace Plan as Annexure B in the report as approved by the Municipal Manager (distributed during May 2020).

BKN014/05/2020

**LEWERING VAN BRANDBESTRYDINGSDIENSTE DEUR WESKUS DISTRIKSMUNISIPALITEIT AAN
BERGRIVIER MUNISIPALITEIT (OPSIE E)**

17/2/1

(Die verslag word ter tafel gelê as Bylae - E)

Die Portefeulje Voorsitter, Raadslid Du Plooy lei die item in en gee kortliks agtergrond oor die item onder bespreking.

Die Munisipale Bestuurder bevestig dat die Weskus Distriksmunisipaliteit brandweerdienste lewer aan Bergvliet Munisipaliteit vir die tydperk wat die pos van die Hoof: Brandweerdienste vakant is.

Ten slotte noem die Munisipale Bestuurder dat die item bespreek sal word by die Spesiale Direksie vergadering op Maandag 01 Junie 2020.

BESLUIT

1. Dat gegewe die finansiële situasie van Bergvliet Munisipaliteit opsie E nie vanaf 1 Julie 2020 geïmplimenteer word;
2. Dat die brandweer funksie nie uit die EPWP toekenning befonds kan word nie;
3. Dat die Direkteur Gemeenskapsdienste ander opsies ondersoek hoe die diens effektief gelewer kan word; en
4. Dat die Direkteur Gemeenskapsdienste 'n implementeringsplan voorlê aan die Direksie vir bespreking en daarna aan die Uitvoerende Burgemeesterskomitee vir oorweing/besluitneming.

**DIRECTOR
CORPORATE
SERVICES**

**DIREKTEUR
GEMEENSKAPSDIENSTE**



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DIE VERGADERING VERDAAG OM 12:00



*HIERMEE BEVESTIG EK DIE ONDERGETEKENDE DAT HIERDIE
NOTULE SOOS BEKRAGTIG 'N WARE WEERGAWE IS VAN DIE VERRIGTINGE*

***VOORSITTER
(UITVOERENDE BURGEMEESTER)***

DATUM
