

DISTRIBUTION AND TASK LIST

MAYORAL COMMITTEE: WEDNESDAY, 18 SEPTEMBER 2024

MUNICIPAL MANAGER	Mrs. A. Vorster
DIRECTOR: FINANCIAL SERVICES	Ms. E. Wassermann
MANAGER: BUDGET, REPORTING AND EXPENSES	Mr. J. De Jager
DIRECTOR: COMMUNITY SERVICES	Mr. K. Stuurman
TOWN PLANNING & BUILDING CONTROL	Mr. R. Brunings
MANAGER: HUMAN RESOURCES	Mr. P.J. Le Roux
MANAGER: SUPPLY CHAIN MANAGEMENT	Mr. B. Beyers
MANAGER: INCOME	Mrs. W. Bekker
ADMINISTRATOR: TOWN PLANNING AND BUILDING CONTROL	Mrs. M. Swart
ASSISTANT LEGAL-/RISK MANAGEMENT OFFICER	Mrs. L. Baransky

INTERNAL MEMORANDUM

To: All relevant officials

Date: Wednesday, 18 September 2024.

IMPLEMENTATION OF COUNCIL RESOLUTIONS

The following Items were resolved during the **Mayoral Committee meeting** held on **Wednesday, 18 September 2024** and are delegated to the following officials for completion, implementation or cognisance. You are therefore requested to give urgent attention to the delegated tasks. Minutes have not been approved yet and therefore are subject to change.

Item Number	Report	Implementation / Completion	For cognisance	Implementation or completion verified / Notes
9.1	The Section 71 Report for May and August 2024 (Separate Addendum)	Director: Financial Services (E. Wasserman)	Cognisance.	No further action needed.
Item A141.	Amendment: Swellendam Municipal Integrated Transport Plan (ITP)	Director Community Services: (K. Stuurman)	Referred to Council meeting of 30 September 2024.	
Item A142.	Community Services: Housing Development: Swellendam, Railton 950 Units: Beneficiary Selection: Phase 3 of the project.	Director Community Services: (K. Stuurman)	Referred to Council meeting of 30 September 2024.	
Item A143.	Draft Swellendam Coastal Access Land By-Law, 2023, in terms of the National Environmental Management: Integrated Coastal Management Act, 2008 (Act No.24 Of 2008)	Senior Manager Land Use Planning: (R. Brunings)	Referred to Council meeting of 30 September 2024.	
Item A144.	Street Naming: Allocation of names for 2 Public Streets - Swellendam	Senior Manager Land Use Planning: (R. Brunings)	Referred to Council meeting of 30 September 2024.	
Item A145.	Supply Chain Management Monthly Report – August 2024	Director Financial Services (E. Wasserman)	Referred to Council meeting of 30 September 2024.	
Item A147.	Request for approval to write off outstanding debt Erf 3333, Suurbraak: 2024.	Director Financial Services (E. Wasserman)	Referred to Council meeting of 30 September 2024.	

Item A149.	Monthly Report of Municipal Manager: July/August.	Municipal Manager (A.Vorster)	Referred to Council meeting of 30 September 2024.
Item A150.	Unforeseen and Unavoidable Expenditure: Russel Street.	Director Financial Services (E. Wasserman)	Referred to Council meeting of 30 September 2024.
Item A151.	Upgrading of Road Network Swellendam Industrial Area.	Director Financial Services (E. Wasserman)	Referred to Council meeting of 30 September 2024.