COUNCIL MEETING AGENDA

To:	**Councillors:**	J. du T. Loubser	(Speaker)
		H.F. Du Rand	(Executive Mayor)
		E. J. Lamprecht	
		F. Kees	
		D. Julius	
		A. Bokwana	
		G. Libazi	
		M.T.A. Swart	
		D.J. Julius	
		I.H. Ferguson	
		J.A. Matthysen	
	Ex Officio:	A. Vorster	(Municipal Manager)
		E. Wassermann	(Director: Financial Services)
		L. Mralasi	(Acting Director: Community Services)
		W. Treurnicht	(Acting Director: Infrastructure and Planning Services)

AGENDA FOR AN ORDINARY COUNCIL MEETING

Notice is hereby given that an **Ordinary Council meeting** of the Municipal Council of Swellendam Municipality will be **held on Tuesday, 31 March 2026** at **10:00** in the **Desmond Tutu Library, Station Street, Swellendam** to consider the items attached hereto.

___________________________ **27.03.2026**

J. du T. Loubser **DATE**

INDEX

1.	OPENING AND WELCOME

2.	ELECTION OF ACTING SPEAKER, IF NECESSARY

3.	APPLICATION FOR LEAVE OF ABSENCE

4.	MOTIONS OF JOY AND SORROW

4.1 Announcement of birthdays:

Councillor D. Julius - 06 April

4.2 Announcements of deaths by Municipal Manager

February 2026

Fransina Christina Pedro	SWELLENDAM
Baby of Bokang Mokoenini	SWELLENDAM
Elvin Februarie	SWELLENDAM
Andrew van Zyl	SWELLENDAM
Petrus Jakobus van den Berg	SWELLENDAM
Lukas Johannes Miggels	SWELLENDAM
Pricilla Suzanna Jacobs	SWELLENDAM
Desmond Johannes Lindeboom	SWELLENDAM
Engela Augus	SWELLENDAM
Francina Michaels	SWELLENDAM
Katie Witbooi	SWELLENDAM
Klaas Segelaar	SWELLENDAM
Roberto Alfredo Adams	SWELLENDAM
Willie Draghoender	SWELLENDAM

5.	SPEECHES AND SUBMISSIONS

6.	STATEMENTS AND COMMUNICATIONS BY THE SPEAKER

7.	STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR

8.	DISCLOSURE OF INTERESTS BY COUNCILLORS

9.	MATTERS FOR CONSIDERATION

9.1 Items submitted by officials to Council

9.1.1

Item number A46. 31.03.2026

SUPPLY CHAIN MANAGEMENT MONTHLY REPORT – FEBRUARY 2026

Report by the Director: Financial Services: Ms. E Wassermann

Department	Financial Services
Section	Supply Chain Management
File number	9/2/1/5

PURPOSE OF REPORT

The SCM monthly report is prepared to inform Council on key SCM monthly activities and adhere to the reporting requirements in terms of the Legislative Framework.

FACTS AND BACKGROUND

In terms of section 6 of the Supply Chain Management Regulations, Council has a responsibility to maintain oversight over the implementation of the Supply Chain Management Policy.

Section 36(2) of the Supply Chain Management Regulation requires that the accounting officer must record the reasons for any deviation from the procurement process and report it to the next council meeting.

DISCUSSION

The SCM monthly report for February 2026 is attached as **Annexure A.1 to A.2** to enable Council to fulfil its oversight role. The report informs Council of the following matters:

- Procurement Statistics for the month
- Awards made above R 100 000 which was reported to National Treasury
- SCM deviations

There are no material problems with the implementation of SCM policy.

LEGAL IMPLICATIONS

- Municipal Finance Management Act, 2003
- Municipal Supply Chain Management Regulation, 2005
- Municipal Supply Chain Management Policy, 2024

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure Services

None

Municipal Manager

None

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that Council takes cognisance of the Supply Chain Management Report for February 2026 attached as Annexure A.1 to A.2.

9.1.2

Item number A47.	31.03.2026

PROPERTY REGISTER OF SWELLENDAM MUNICIPALITY

Report of the Municipal Manager

Department	Municipal Manager
Section	Property Management
File number	7/2/R

PURPOSE OF REPORT

To submit an inventory of property registered in the name of Swellendam Municipality as requested by Council.

FACTS AND BACKGROUND

Council requested that the property profile of Swellendam Municipality be provided to them. The property profile is attached as **Annexure A.3 to Annexure A.4.**

DISCUSSION

The property of Council is contained in the asset register of Swellendam Municipality, which is audited by the Auditor-General on an annual basis.

LEGAL IMPLICATIONS

Constitution of RSA, 1996
Local Government: Municipal Finance Management Act, 2003
Local Government: Municipal Asset Transfer Regulations, 2008

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure and Planning Services

None.

Municipal Manager

As per the report

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that Council take cognizance of the property profile of Swellendam Municipality.
2. that the Town Planning and Building Control division identify all serviced erven not needed for the provision of the minimum level of basic municipal services to be made available for alienation.

9.1.3

Item number A48.	31.03.2026

RESUBMISSION: APPLICATION TO BUY A PORTION OF ERF 4183 RAILTON

Property Management	A. Vorster
Department	Municipal Manager
Section	Property Management
File Number	7/2/R

PURPOSE OF REPORT

To resubmit an application to buy Erf 4183 Railton.

FACTS AND BACKGROUND

Mr M. Swartbooi applied to Council to purchase Erf 4183 Railton. The erf is registered in Swellendam Municipality's name, covers 310m² and is zoned residential.

A site map attached as **Annexure A.5.**

DISCUSSION

Erf 4183 Railton has no servitudes but there are overhead electricity lines on the eastern boundary within the building line. The property is not needed for essential services but is adjacent to business erven and there may be more public interest in purchasing this property.

<u>This item served on the Council meeting held on Friday, 27 February 2026 as Item A23 and was referred back with Council Resolution as follows:</u>

UNANIMOUSLY RESOLVED ***Item A23/27/02/2026***

1. *that the Item be **REFERRED BACK** to provide the administration the opportunity to circulate the land inventory list to Councillors to make an informed decision on selling Erf 4183, Railton.*

The above-mentioned land inventory (property) registered is included under cover of a separate Item in this agenda.

LEGAL IMPLICATIONS

The following legislation regulates property management:

- The provisions of Section 14 of the Municipal Finance Management Act, 2003, (Act 56 of 2003);
- The By-Law relating to the Management and Administration of Immovable Property, 2018.
- The Asset Transfer Regulations, 2008.
- Land Disposal Policy, 2018

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

As per report.

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Acting Director: Infrastructure and Planning Services

Town Planning & Building Control

Property is zoned Residential.

Director: Financial Services

The property should be disposed of through a public bidding process.

According to Section 40(b) of the Supply Chain Management regulation stipulates that immovable property may be sold only at market-related prices except when the public interest or the plight of the poor demands otherwise.

It is further recommended that once the property is alienated, it be removed from the municipal asset register.

Municipal Manager

As per the report.

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that it be confirmed that Erf 4183, Railton, *(310 square meters)*is not needed for the minimum level of basic municipal services, and can be alienated at the average of two municipal obtained valuations as per Council policy.
2. that the intention of Council be advertised for public comments;

3. that if comments/objections are received from the public, it be tabled to Council for further consideration;
4. that if no comments/objections are received, the Municipal Manager be mandated to continue with the alienation process per competitive bid.
5. that Council's attorney draft the purchase agreement for the sale of the property.
6. that the Municipal Manager be mandated to sign the Deed of Sale and accompanying documents.
7. that should no successful tender be found, the property be put on inventory to be sold out of hand at the reserve market price as per (1) of these recommendations.
8. that it be a condition of tender that the successful bidder provide a bank guarantee or cash paid into the trust account of the transferring attorney to cover the purchase price as well as the transfer cost in respect of all tenders regarding immovable property within 30 days after the signing of the Deed of Sale in failure of which the transaction be cancelled.

9.1.4

Item number A49. 31.03.2026

REQUEST FOR LAND: KINGDOM BUILDERS MINISTERIES, SWELLENDAM

Report of A. Vorster

Department Municipal Manager's Office

Section Property Administration

File Number 7/2/R

PURPOSE OF REPORT

Consider the request from Kingdom Builders Ministries for Erf 3722 Swellendam.

FACTS AND BACKGROUND

Kingdom Builders Ministries, a registered NPO and PBO, applied to be allocated Erf 3722 Swellendam, or any other area, to establish a physical presence within the Swellendam area.

DISCUSSION

The application from Kingdom Builders Ministries is attached **as Annexure A.6.**
Erf 3722 Swellendam is zoned residential and is about 3884m². The erf is close to the Railton sports grounds and may be used for future parking by visitors.

There are two erven available in Die Boord development that could be considered for sale, namely Erven 9379 and 8942, zoned as community and institutional, indicated on the locality map as per **Annexure A.7.**

LEGAL IMPLICATIONS

The following legislation regulates property management:

- The stipulations of Section 14 of the Municipal Finance Management Act, 2003, (Act 56 of 2003) (MFMA); This clause is not applicable to leases.
- The By-Law relating to the Management and Administration of Immovable Property, 2018.
- The Asset Transfer Regulations, 2008.
- Land Disposal Policy, 2018.

FINANCIAL IMPLICATIONS

Advertising cost of about R1500 at present.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

Advertising intention to alienate.

COMMENTS FROM DEPARTMENTS

Manager: Town Planning & Building Control: R Brunings

None

Director: Financial Services

The municipality may transfer the ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset which does not provide a minimum level of basic municipal services after council:

- Has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and
- Has considered the fair market value of the assets and economic and community value to be received in exchange for the asset.

The expenses associated with repairing the building, along with future maintenance costs, significantly outweigh the profitability generated by the heritage building, especially considering the minimal Lease Agreement amount received per annum.

Acting Director: Infrastructure and Planning Services

None

Municipal Manager

As per report

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that it be confirmed that Erven 9379 and 8942 Swellendam, are not needed for the minimum level of basic municipal services.
2. that Council confirm the intention to sell Erven 9379 and 8942 Swellendam at the average of two independent valuations.
3. that Council's intention to sell Erven 9379 and 8942 Swellendam be advertised for public participation.
4. that if, no objection is received against the proposed alienation of Erven 9379 and 8942 Swellendam, the Municipal Manager be mandated to proceed to offer Erven 9379 and

8942 Swellendam for sale per competitive bid, with the average of two independent valuations as the reserve price.

9.1.5

Item number A50. 31.03.2026

CARAVAN PARK SECTION 78 INVESTIGATION

Report of the Municipal Manager

Department Community Services

Section Parks & Recreation

File number 17/5/3/2

PURPOSE OF THE REPORT

The purpose of this report is to request Council's approval to do a Section 78 investigation of the Caravan Park that includes the possibility of alienation.

FACTS AND BACKGROUND

The Municipality manages the Swellendam Caravan Park. This Park was once a very sought-after resort and was well known but has in the last 10 -15 years been neglected and are running at a loss. Readily available budget and manpower to revitalize the park to its former glory are just not available and the Municipality should undertake a Section 78 investigation in terms of the Local Government: Municipal Systems Act, 32 of 2000 to determine if it is still viable for the Swellendam Municipality to run the Caravan Park itself or to privatise the institution.

DISCUSSION

In order for the Swellendam Municipality to have a successful Caravan Park we need to rethink the management of the park within the legislative parameters. A section 78 investigation in terms of the Local Government: Municipal Systems Act, 32 of 2000 will be required to determine the possible outsourcing of the function.

When a review of the delivery mechanisms of municipal services is undertaken, it must first assess the provision of that activity through an internal mechanism, after which it may decide to explore the delivery of that activity through an external mechanism. If the Municipality decides to explore service provision by an external mechanism, it must also conduct a feasibility study.

Section 78 states that:

78 (1) When a municipality has in terms of section 77 to decide on a mechanism to provide a municipal service in the municipality or a part of the municipality, or to review any existing mechanism

(a) it must first assess

(i) the direct and indirect costs and benefits associated with the project if the service is provided by the municipality through an internal mechanism, including the expected effect on the environment and on human health, well-being, and safety:

(ii) the municipality's capacity and potential future capacity to furnish the skills. expertise and resources necessary for the provision of the service through an internal mechanism mentioned in section 76(a):

(iii) the extent to which the re-organisation of its administration and the development of the human resource capacity within that administration.as provided for in sections 51 and 68. respectively. could be utilised to provide a service through an internal mechanism mentioned in section 76(a}:

(iv) the likely impact on development, job creation tind employment patterns in the municipality; and

(v) the views of organized labour; and

(b) it may take into account any developing trends in the sustainable provision of municipal services
Generally:

(2) After having applied subsection (l), a municipality may—
(a) decide on an appropriate internal mechanism to provide the service; or
(b) before it takes a decision on an appropriate mechanism, explore the possibility of providing the service through an external mechanism mentioned in section 76(b).

(3) If a municipality decides in terms of subsection (2)(b) to explore the possibility of providing the service through an external mechanism it must—

(a) give notice to the local community of its intention to explore the provision of the service through an external mechanism; and

(b) assess the different service delivery options in terms of section 76(b), taking into account—

(i) the direct and indirect costs and benefits associated with the project, including the expected effect of any service delivery mechanism on the environment and on human health, well-being, and safety;

(ii) the capacity and potential future capacity of prospective service providers to furnish the skills, expertise, and resources necessary for the provision of the service;

(iii) the views of the local community;

(iv) the likely impact on development and employment patterns in the municipality; and

(v) the views of organised labour.

(4) After having applied subsection (3), a municipality must decide on an appropriate internal or external mechanism, taking into account the requirements of section 73(2) in achieving the best outcome.

(5) When applying this section, a municipality must comply with

(a) any applicable legislation relating to the appointment of a service provider other than the municipality; and

(b) any additional requirements that may be prescribed by regulation.

Council resolved to undertake a Section 78 investigation into the Caravan Park in 2023, but as no funding was available within budgets, the investigation never took place. It is now proposed that the investigation be done internally, including the possibility of possible alienation of the land.

LEGAL IMPLICATIONS

The Constitution, 1996
The Local Government: Municipal Finance Management Act, No 56 of 2003
The Local Government: Municipal Systems Act, Act No 32 of 2000

FINANCIAL IMPLICATIONS

None at this stage.

PERSONNEL IMPLICATIONS

None at this stage

COMMUNICATION IMPLICATIONS

The appointed service provider will have to do a public participation process.

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

As per report

Director: Financial Services

All applicable legislation must be complied with.

Acting Director: Infrastructure Services

None

Municipal Manager

Legal compliance with the process needs to be ensured.

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that the Section 78 report on the management of Swellendam Caravan Park, including the possibility to alienate the land, be tabled to Council with the draft budget for 2026/27, for consideration.
2. that approval be granted that the Barrydale Caravan Park be included in the Section 78 report.

9.1.6

Item number A51. 31.03.2026

SECTION 78 INVESTIGATION: BARRYDALE IRRIGATION WATER SERVICE

Report by Municipal Manager

Department	Infrastructure Services
Division	Water Services
File number	16/1/1/8/R

PURPOSE OF REPORT

The purpose of this submission is to seek in principle approval to undertake a feasibility study into the possibility of providing the municipal service of the operation of the Barrydale Irrigation Water System through an external mechanism in terms of Section 78 (3)(c) of the Municipal Systems Act, No 32 of 2000.

FACTS AND BACKGROUND

In terms of Section 76 of the Local Government: Municipal Systems Act, Act 117 of 1998, a municipality may provide a municipal service in its area or a part of its area through an internal mechanism or an external mechanism by entering into a service delivery agreement, while Section 78 provides the criteria and process to review any existing mechanism for the provision of a municipal service.

Some erven in Barrydale have an additional irrigation water right for which they pay a separate fee captured in Council's budget. For some erven the right to access to irrigation water is entrenched in their Title Deeds, whilst others apply annually to be included if their property is situated next to the reticulation network. The irrigation service in Barrydale is regulated by a By-Law attached as **Annexure A.8.**

Section 5 (1) of said by law allows for the municipality or a service provider to provide irrigation through a network. Section 5(6) of the by law allows the Municipality to enter into an agreement with a Water Association to manage and maintain this service.

In terms of Section 156(1)(a) of the Constitution, a Municipality has executive authority and the right to administer local government matters is listed in Schedule 4B and 5B of the Constitution. The provision of water services is listed in schedule 4B. Schedule 4B, however, limits the provision of water services to potable water. Irrigation (Leiwater) is not a basic municipal service as defined in the Local Government: Municipal Systems Act, No 32 of 2000. Providing irrigation water to consumers, remains a municipal service, albeit an optional one.

The Barrydale Leiwater Association is a water users association in Barrydale, consisting of irrigation water users. The Barrydale Association approached the Municipality to take over the irrigation system and to manage this service on behalf of the Municipality. See the application of the Leiwater Association as **Annexure A.9.**

DISCUSSION

It should be mentioned that large portions of the irrigation channels in Barrydale doubles as stormwater channels. As the provision of irrigation water is not a core municipal function, the Municipality do not undertake major maintenance on the reticulation network and this resulted in a significant back-log, requiring a significant repair and maintenance investment.

There is one permanent official tasked with irrigation water.

Section 78 (3) of the Municipal Systems Act reads as follows:

(3) If a municipality decides in terms of subsection (2) *(b)* to explore the possibility of providing the municipal service through an external mechanism it must-

(a) give notice to the local community of its intention to explore the provision of the municipal service through an external mechanism;

(b) assess the different service delivery options in terms of section 76 *(b)*, taking into account -

(i) the direct and indirect costs and benefits associated with the project, including the expected effect of any service delivery mechanism on the environment and on human health, well-being and safety;

(ii) the capacity and potential future capacity of prospective service providers to furnish the skills, expertise and resources necessary for the provision of the service;

(iii) the views of the local community;

(iv) the likely impact on development, job creation and employment patterns in the municipality; and

(v) the views of organised labour; and

(c) conduct or commission a feasibility study which must be taken into account and which must include –

(i) a clear identification of the municipal service for which the municipality intends to consider an external mechanism;

(ii) an indication of the number of years for which the provision of the municipal service through an external mechanism might be considered;

(iii) the projected outputs which the provision of the municipal service through an external mechanism might be expected to produce;

(iv) an assessment as to the extent to which the provision of the municipal service through an external mechanism will –

(aa) provide value for money;

(bb) address the needs of the poor;

(cc) be affordable for the municipality and residents; and

(dd) transfer appropriate technical, operational and financial risk;

(v) the projected impact on the municipality's staff, assets and liabilities;

(vi) the projected impact on the municipality's integrated development plan;

(vii) the projected impact on the municipality's budgets for the period for which an external mechanism might be used, including impacts on revenue, expenditure, borrowing, debt and tariffs; and

(viii) any other matter that may be prescribed.

The feasibility study must be undertaken in-house and tabled to Council with the proposed budget for 2026/27.

LEGAL IMPLICATIONS

Section 78, Local Government: Municipal Systems Act, Act 32 of 2000.

Constitution of the Republic of South Africa, 1996.
Swellendam By-Law on Irrigation Water

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

One staff member is permanently allocated to the irrigation water function in Barrydale.

COMMUNICATION IMPLICATIONS

A thorough public participation process is part of the section 78 process and the community will thus have ample opportunity to comment and give input.

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Acting Director: Infrastructure Services

None

Director Financial Services

Municipal Manager

As per report.

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that approval be granted that the operation of the Barrydale Irrigation Water System, through the Barrydale Water Association, be explored in terms of Section 78 of the Local Government: Municipal Systems Act, Act 32 of 2000.

9.1.7

Item number A52. 31.03.2026

NEW MUNICIPAL HEAD OFFICE

Report of the Director: Financial Services: Ms. E Wassermann.

Department	Financial Services
Section	Financial Services
File Number	17/5/4/5

PURPOSE OF REPORT

The objective of this report is to provide the Council with the progress made on the new municipal head office and to commence with the public participation process.

FACTS AND BACKGROUND

The demolition of the municipal head officecommenced on 17 November 2025 and was completed on 4 February 2026 at an estimated cost of R1 842 208. The final invoice is still outstanding.

Professional consulting engineers were appointed to develop a design and cost estimate for the reconstruction of the building. The consulting team comprises an architect, quantity surveyor, and various engineering disciplines. The cost estimate is based on the current concept design.

Consultations were held with management to determine operational requirements, office space needs, and functionality, enabling the architect to prepare the concept design.

The proposed building is designed to be environmentally sustainable and to provide a one-stop service facility for customers.

DISCUSSION

It is important to note that the previous municipal offices, including the prefab building known as the "Yskas" consist of the following departments:

1) Office of the Municipal Manager
    - Municipal Manager
    - Internal Audit
    - Legal and Admin
    - IDP
    - Communications
    - Property Administration
    - Risk Management
    - Records Management
    - Committee Services

- Cleaners

2) Mayor and Speaker Offices
3) Financial Department
   - CFO Office
   - Budget Office
   - Expenditure & Creditors
   - Revenue, Rates, Billing & Customer Relations
   - Credit Control
   - ICT Services

4) Auxiliary Services
   - Kitchen, Bathrooms
   - Meeting room
   - Storage/records

The new municipal building will comprise of the following:

1) Office of the Municipal Manager
   - Municipal Manager Office & PA
   - Internal Audit
   - Legal Manager
   - Performance, Risk and Compliance Manager
   - Media & Communications
   - IDP
   - Property Management Administration
   - Administration Support Services
   - Customer Care
   - Records management
   - Committee Services

2) HR Offices
   - HR/Labour/Manager
   - Benefit/Leave
   - Training & Development/
   - EPWP Administration

3) Auxiliary Services
   - Meeting Room & Pods
   - Conference Rooms & Meeting Pods
   - Cleaning
   - Kitchen/Bathrooms/Smoking Area

4) Kiosk Privately Owned – Coffee & Light meals
5) Office of Chief Financial Officer

   - CFO Office & PA
   - Revenue Division
   - Budget Office
   - Payroll
   - Credit Control

- Customer Relations
- Finance Interns
- ICT

6) Infrastructure Services
    - Director & PA
    - Senior Manager Engineering
    - Managers Water, Roads, Electricity
    - Reception & Administration

7) Community Services
    - Director & PA
    - Manager Housing
    - Administration Halls & Cemetries

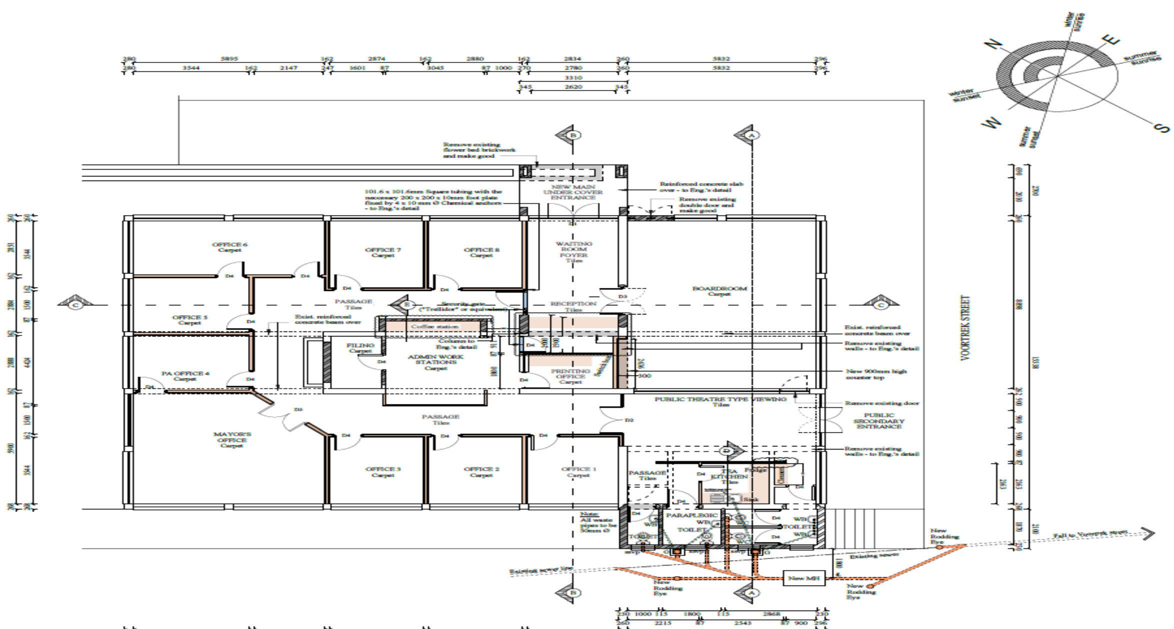
The total extent of the new building structure, including the first floor (as proposed) measures approximately 2038/m2. The space allocation of the building was based on the current organogram, including future expansion of personnel to keep up with service delivery and needs.

Including in the building cost are (optiona)l extras such as:

- UPS for IT
- Generator
- Solar PV & Inverter
- Fencing and Gate motors
- Pedestrian gates etc

The new building excludes the offices for the political office bearers and a council chamber, which was planned to be included in the Old Library Building. The estimated cost of the upgrading of the Old Library Building is R5 000 000.00 (incl VAT - December 2023) and is excluded from the new building cost.

The current concept design for the offices for the political office bearers and a council chamber are as follow:

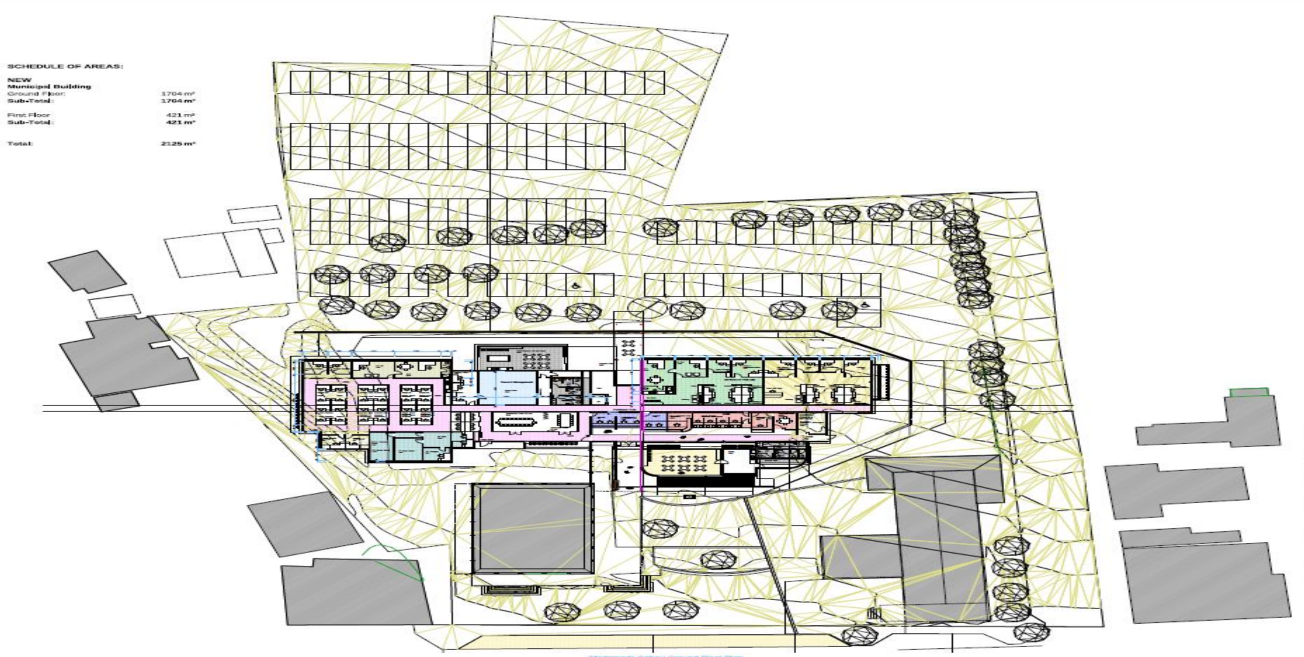


The new building cost, as per the current concept design, with a base date of November 2025 and professional fees, is R66 023 000 (vat exclusive) as indicated in the table below:

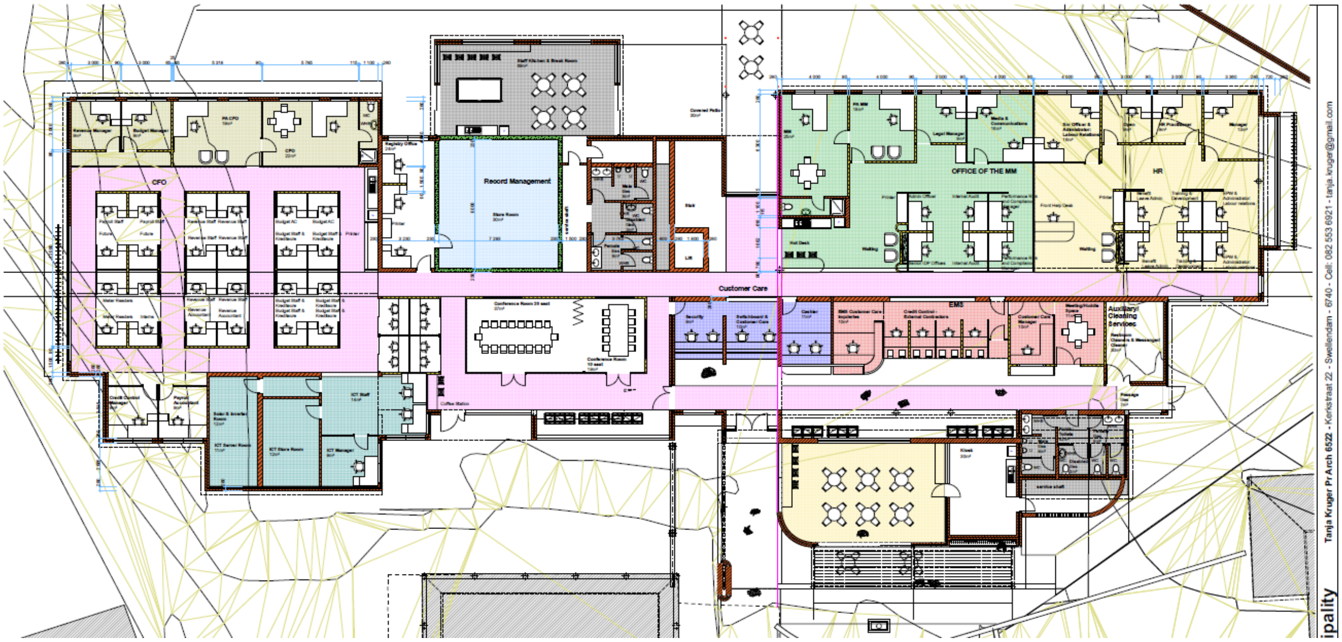
Ground floor	**1 632/m²**
Frist floor	**406/m²**
Total construction area	**2 038/m²**

No	Description		Amount	Rate/m² (Groundfloor)
	GROUNDFLOOR			
1	Primary elements	R	17 998 000	R11 028/m²
2	Special installations	R	6 534 000	R4 004/m²
3	Alterations	R	-	R0/m²
4	External works and services	R	8 276 000	R5 071/m²
5	Preliminaries	R	2 704 000	R1 657/m²
	Sub-total	**R**	**35 512 000**	**R21 760/m²**
6	Contingencies	R	3 551 000	R2 176/m²
7	Escalation	R	2 612 000	R1 600/m²
	Total escalated construction cost for Groundfloor	**R**	**41 675 000**	**R25 536/m²**
8	Professional fees	R	8 820 000	R5 404/m²
A	**Total project cost for Groundfloor (excl VAT)**	**R**	**50 495 000**	**R30 941/m²**
B	First Floor (incl escalation, professional fees, contingency excl VAT)	**R**	**7 791 000**	
C	**Total escalated construction cost for Ground and First floor (A + B)**	**R**	**58 286 000**	
D	Optional electrical items: generator, solar PV with inverter, adjustable lighting, gate automation and pedestrian intercoms (incl. escalation, professional fees, contingency; excl. VAT).	**R**	**7 737 000**	
E	**Total escalated construction cost for Ground, First floor and electrical additional scope (C + D)**	**R**	**66 023 000**	

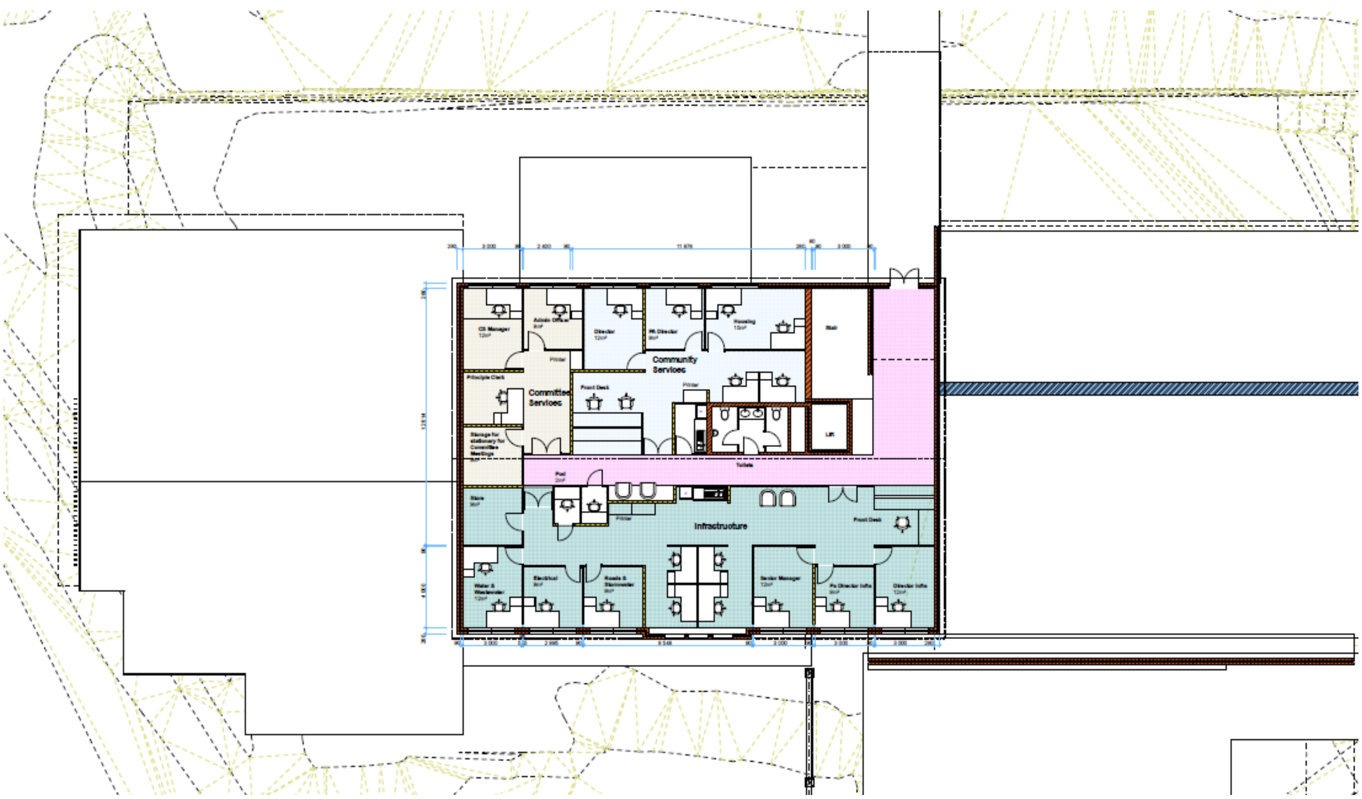
The concept layout is below:



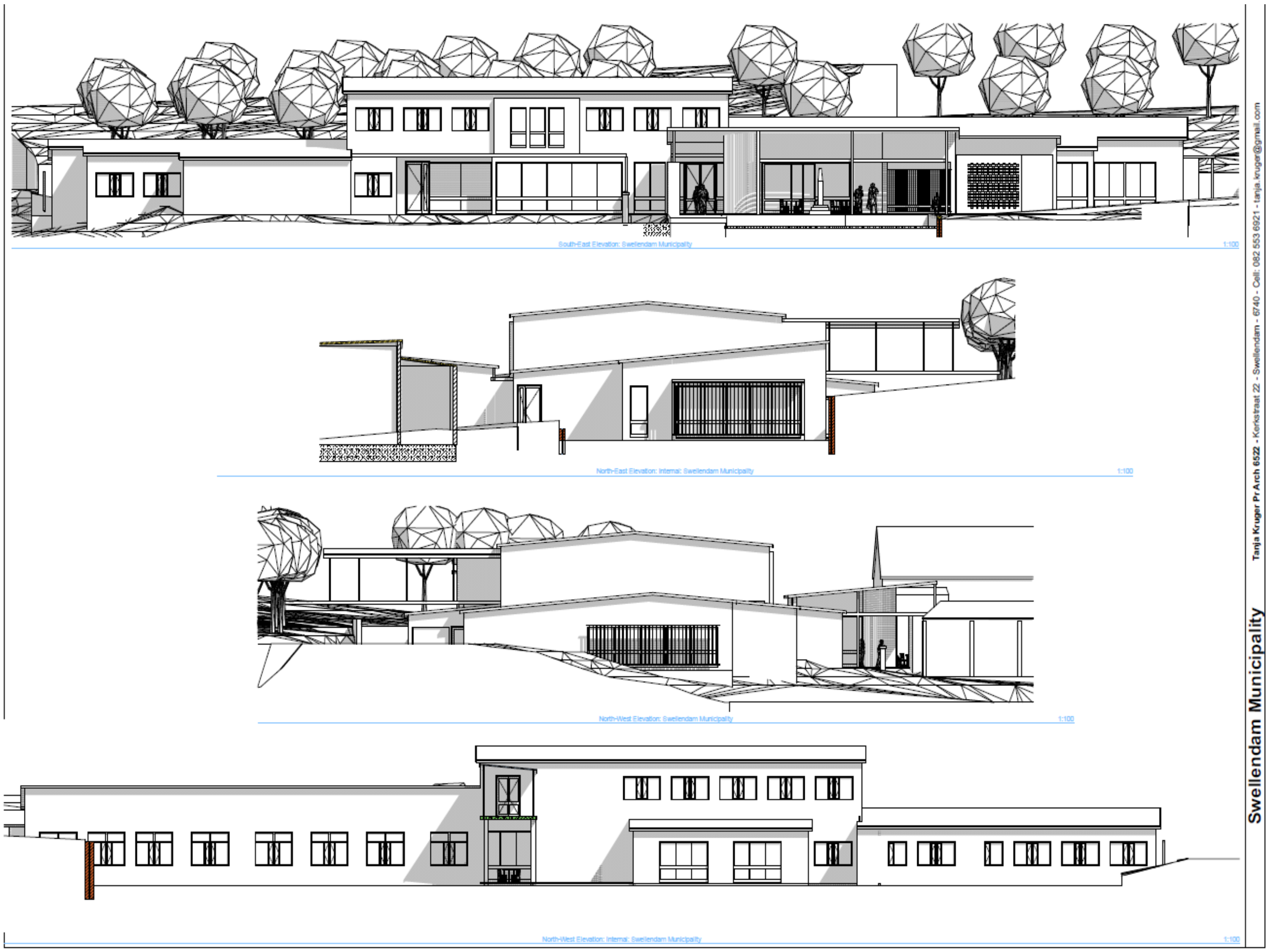
Ground Floor Layout



First Floor Layout



Face Design


South-East Elevation: Swellendam Municipality
1:100
North-East Elevation: Internal: Swellendam Municipality
1:100
North-West Elevation: Swellendam Municipality
1:100
North-West Elevation: Internal: Swellendam Municipality
1:100
Swellendam Municipality
Tanja Kruger Pr Arch 6522 - Kerkstraat 22 - Swellendam - 6740 - Cell: 082 553 6921 - tanja.kruger@gmail.com

LEGAL IMPLICATIONS

Municipal Systems Act;
Supply Chain Management regulation;
Municipal Finance Management Act;
Building Regulations;
Occupational Health and Safety Act;
Town Planning By-laws;

FINANCIAL IMPLICATIONS

The building cost as per the current concept design, with a base date of November 2025 and professional fees, is R66 023 000 (vat exclusive). The escalated old library conversion cost is +-R6 000 000 (Vat exclusive), totalling R72 023 000 for the complete project.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

Public Participation on the proposed new building.

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

The insurance payout was ringfenced and invested and accumulated to +-R16 981 000 (vat exclusive) resulting in a shortfall of +-R55 042 000 to rebuild and upgrade both the new building and the old library.

The municipality cash reserves are under pressure to fund critical infrastructure projects. The cash reserves were assessed and an additional amount of +-R10 000 000 can be contributed to the building. The balance of R45 042 000 have to be funded from grants or external borrowings.

<u>**Option 1 – Borrowed Funds – R45 000 000**</u>

At an interest rate of 9% for a 15-year loan, the estimated annual cost to the municipality will be approximately R5.6 million. The effect on the current rates base required to fund the repayment is estimated at 5.15%. This calculation does not include projected annual increases in operational expenditures.

For example, should the projected property rates increase for 2026/2027 be 6%, it means that should the loan be taken up the property rates increase for the next financial year would be 11.15%.

Option 2 – Mixed Funding

The municipality is currently undertaking the sale of land. Proceeds from these sales may be allocated to offset building costs. The projected returns are outlined as follows:

a) Hermitage erven – 8 erven at an estimate value of R16 500 000
b) Council Chamber – at an estimated value of R3 500 000

Should these sales realized, it can be contributed to the new building cost and reduce the loan amount to R25 000 000.

At an interest rate of 9% over a 15-year loan term, the municipality is projected to incur an annual cost of approximately R3.07 million. The effect on the current rates base to support the repayment is estimated at around 2.81%. This figure does not account for yearly increases in operational expenditures.

For example, should the projected property rates increase for 2026/2027 be 6%, it means that should the loan be taken up the property rates increase for the next financial year would be 8.81%.

Option 3 – Additional Levy

The municipality may alternatively finance the construction costs through an additional levy imposed on all ratepayers, associated with the proposed loan, rather than implementing a percentage increase in property rates.

The estimate levy would be as follows for the two options:

a) Option 1 – R45 000 000 – R5 600 000 – R60 per month
b) Option 2 – R25 000 000 – R3 070 000 – R32 per month

The levy will be applicable throughout the loan period without any increase. This arrangement is intended to supersede the current infrastructure levy, thereby affecting subsequent maintenance obligations.

<u>Financial Sustainability</u>

The projected financial indicators for 2026/2027 are as follows:

	Norm	**30 June 2025**	**Option 1**	**Option 2**
Cash/Cost Coverage	1 – 3 Months	5.2 Months	4.1 Months	4.2 Months
Current Ratio	1.5 – 2.1	2.2	2.1	2.2
Capital Cost	6% - 8%	1%	4%	3.7%
Total Borrowings/Revenue	45%	6%	15%	12%

The projected ratios are consistent with the standards established by the National Treasury. This suggests that the municipality is eligible to undertake further borrowings. It should be noted, however, that such borrowings may result in increased rates and taxes for consumers, as previously outlined.

The above scenarios are based on assumptions and are subject to change depending on actual capital costs, revenue sources, and borrowing expenses. Borrowing costs will be phased in over the course of construction, which may result in reduced expenses for residents. The present situation in Iran is already affecting markets, leading to upward trends in both interest rates and inflation. These factors are expected to impact the final cost of construction.

The new building will benefit the municipality and the community and will be a one stop facility for the community. Should the new building not proceed, the future cost will continue to increase and it might become more unlikely to re-build.

The building cost is expected to rise further due to prevailing economic conditions. Additionally, if the municipality's financial position deteriorates—due to increased debtors, higher liabilities, or a declining payment rate—the re-build may become increasingly unaffordable in the future.

Acting Director: Infrastructure Services

None

Municipal Manager

As per report.

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that Council take note of the inclusion of the offices for the political office bearers and a Council Chamber in the Old Library Building.
2. that Council take note of the concept design of the new municipal head office, and it be submitted for public participation.
3. that Council take note of the financial impact of the project and obtain input from the community.
4. that a fourth option be approved, allowing the administration to request proposals from private developers to construct and lease the required office space to the municipality on a long-term basis or, alternatively, through a lease-to-own arrangement.

9.1.8

Item number A53. 31.03.2026

WESTERN CAPE WATER RESILIENCE STRATEGY (2025-2035)

Report of the Executive Mayor	Cllr F. du Rand
Department	Office of the Executive Mayor
Section	Intergovernmental Relation/ Strategic Programmes
File number	16/1/1/R

PURPOSE OF REPORT

The purpose of this report is to brief the Infrastructure and Planning Services Portfolio Committee on the Western Cape Water Resilience Strategy (WCWRS) (2025–2035) and to obtain the Council direction to align municipal planning, infrastructure programmes, bylaws and performance targets with the strategy's focus areas and outcome targets.

FACTS AND BACKGROUND

The WCWRS is a provincial, long-term framework intended to strengthen water security amid increasing pressures, including climate change, growing demand, infrastructure constraints and governance capacity challenges.

The strategy identifies key risks if these pressures are not managed, including reduced water quantity and quality, over-abstraction, ecosystem pollution and increasing water-related conflict.

Annexure A.10: *Western Cape Water Resilience Strategy (WCWRS) (2025–2035)*
Annexure A.11: *Executive summary: Western Cape Water Resilience Strategy (2025–2035)*

DISCUSSION

The strategy's vision is: "To futureproof the Western Cape by ensuring water security and equitable access to water that meets the needs of all users."

The WCWRS sets out four focus areas (non-hierarchical):

- Water Conservation and Demand Management (WCDM) – the first line of defence through efficiency, behaviour, infrastructure and planning.
- Water Augmentation – diversification of supply sources to reduce dependence on single sources and improve climate resilience.
- Infrastructure Management, Development and Maintenance – lifecycle asset management and integration of ecological infrastructure.
- Governance – coordination and capacity as enabling conditions for delivery, growth and social justice.

The WCWRS includes measurable targets per focus area. Municipal-relevant outcome targets for 2035 include (among others):

- Reduce municipal water losses to 15%.

- Reduce average residential consumption to 160 litres per capita per day.
- Ensure 100% of municipalities have a diversified water supply source.
- Ensure 100% of municipalities have updated water master plans and updated asset management plans.
- Improve performance standards (Blue Drop, Green Drop and No Drop outcomes).
- Update and enforce water and sanitation bylaws (including tariffs and restrictions) aligned to WCWRS.

IMPLICATIONS FOR SWELLENDAM MUNICIPALITY

To remain resilient, compliant and well-positioned for support and funding opportunities, Swellendam Municipality should treat the WCWRS as a practical planning and performance framework. Key implications include:

• Prioritise non-revenue water (NRW) and losses as a core service-delivery risk, supported by targeted maintenance, renewal and enforcement.

• Formalise water supply diversification planning (e.g., groundwater, reuse and other feasible options) with a phased implementation roadmap.

• Ensure master planning and asset management are current and integrated into the IDP, budget and SDBIP.

• Review and strengthen bylaws, tariffs and restriction mechanisms to ensure alignment and enforceability.

• Strengthen disaster mitigation and early warning readiness as part of operational water resilience.

LEGAL IMPLICATIONS

The alignment actions must be implemented within the applicable legislative and regulatory framework, including (as applicable):

- Constitution of the Republic of South Africa, 1996 (municipal service delivery and developmental duties).
- Water Services Act, 1997 (Act 108 of 1997).
- National Water Act, 1998 (Act 36 of 1998).
- Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) (IDP and service delivery planning).
- Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (budgeting and financial governance).

FINANCIAL IMPLICATIONS

Immediate costs relate primarily to planning, coordination and prioritisation. Capital and operational cost implications will be quantified in the proposed Municipal Water Resilience Alignment Plan and incorporated into the IDP, Budget and SDBIP processes.

PERSONNEL IMPLICATIONS

A cross-functional internal task team. Water and Sanitation, Planning, Finance, Risk/Disaster, Legal/Bylaws may be required to compile the alignment plan and implement reporting.

COMMUNICATION IMPLICATIONS

Where amendments to bylaws, tariffs, or restriction mechanisms are pursued, appropriate stakeholder communication and public participation processes must be followed, including clear public messaging on behavioural and operational requirements.

COMMENTS FROM DEPARTMENTS

Acting Director: Infrastructure and Planning Services:

Comment to be provided.

Director: Financial Services:

Comment to be provided.

Acting Director: Community Services:

Comment to be provided.

Municipal Manager

It should be noted that the national norms and standards in terms of the Water Services Act, is unaffordable to smaller municipalities such as Swellendam.

This item served on the Infrastructure and Planning Portfolio Committee meeting held on Thursday, 19 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that Council notes the Western Cape Water Resilience Strategy (2025–2035), including its vision, focus areas and municipal outcome targets.
2. that Council instructs the Municipal Manager to prepare a Municipal Water Resilience Alignment Plan within 90 days, covering at a minimum:
   - 2.1. NRW and loss-reduction programme;
   - 2.2. water supply diversification roadmap;
   - 2.3. status of water master plan and asset management plan updates with timelines;
   - 2.4. bylaw/tariff/restriction review plan; and
   - 2.5. monitoring and reporting indicators aligned to relevant Blue Drop, Green Drop and No Drop outcomes.
3. that quarterly reporting be submitted to the relevant committees and Council on implementation progress and key performance indicators.

4. that the alignment plan be integrated into the IDP review, Budget processes and the municipal Risk Register (water security and infrastructure reliability).
5. that as per Government Gazette No 54076 of 04 February 2026, the administration be instructed to apply for available funding in terms of Section 24(4) to (8) of the Disaster Management Act to mitigate the disaster.

9.1.9

Item number A54. 31.03.2026

WATER DISCOLOURATION IN BUFFELJAGSRIVIER FROM 18 FEBRUARY 2026 UNTILL 3 MARCH 2026

Prepared by the Manager Water and Sanitation Mr J. Booysen

Department Infrastructure and Planning Services

File number 16/1/1/R

PURPOSE OF REPORT

This report serves to inform the Infrastructure and Planning Services Portfolio Committee of a recent incident involving the discolouration of potable water supplied to the community of Buffeljagsrivier.

FACTS AND BACKGROUND

On 18 February 2026, Infrastructure Department received complaints from community members regarding an unusual discolouration in the tap water. Upon inspection, it was confirmed that the water exhibited a colour deviation from the standard clear appearance expected.

The issue was promptly investigated and addressed by the technical teams to ensure the continued safety and quality of the municipal water are restored.

DISCUSSION

Further investigation indicated that both reservoirs had high levels of sedimentation that was disturbed due to the low drawn-down levels in the reservoir. The technical team immediately rinsed the reservoirs and flushed the water distribution network.

Comprehensive testing and analysis were further conducted to assess the safety of the water. Results indicated that, despite the change in appearance, all critical parameters remained within the permissible limits for human consumption. The water was therefore deemed safe for use by the community during the incident period AL ABBOTT February 2026 results is attached as ***Annexure A.12 to Annexure A.13.***

As an alternative, two municipal water trucks were in circulation to provide potable water, free of colour, supplied at the cost of the municipality to the community. In addition to the latter, bottled water was provided to the community on the 19th of February 2026.

The technical team initiated a thorough troubleshooting process to identify the root cause of the discolouration. Operational adjustments were made, including flushing of the affected pipelines and recalibration of treatment plant process. These interventions successfully restored the water to its desired clear state on the 3rd of March 2026.

The incident was managed efficiently, ensuring no compromise to public health. Moving forward, the technical team recommends enhanced monitoring and routine maintenance to prevent recurrence of similar issues. Communication protocols with the community have also been reviewed to ensure timely updates, not only on social media platforms but also loudspeaker announcements, are provided in the event of future incidents.

LEGAL IMPLICATIONS

Constitution of the Republic of South Africa 1996.
Water Services Act, 1997
National Water Act, 1998

FINANCIAL IMPLICATIONS

As per report

PERSONNEL IMPLICATIONS

None.

COMMUNICATIONS IMPLICATIONS

As per the report

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

No comment received.

Acting Director: Infrastructure and Planning Services

None

Municipal Manager

None

This Item served on the Infrastructure and Planning Services Portfolio Committee meeting held on Thursday, 19 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that the report on the management of the water discolouration incident in Buffeljagsrivier from 18 February 2026 to 3 March 2026, be noted.

2. that enhanced monitoring and routine maintenance to prevent recurrence of similar incidents be implemented with immediate effect.

3. that communication protocols to guarantee timely alerts and updates to the community in the events of similar future incidents, be reviewed and enchanted.

9.1.10

Item number A55.	31.03.2026

LAND USE PLANNING: SUBDIVSION OF MUNICIPAL LAND (TRANSNET LINKS) – ERF 9546, SWELLENDAM

Report by	Senior Manager Land Use Planning
Directorate	Infrastructure and Planning Services
Section	Land Use Planning (Town Planning and Building Control)
File number	15/2/3

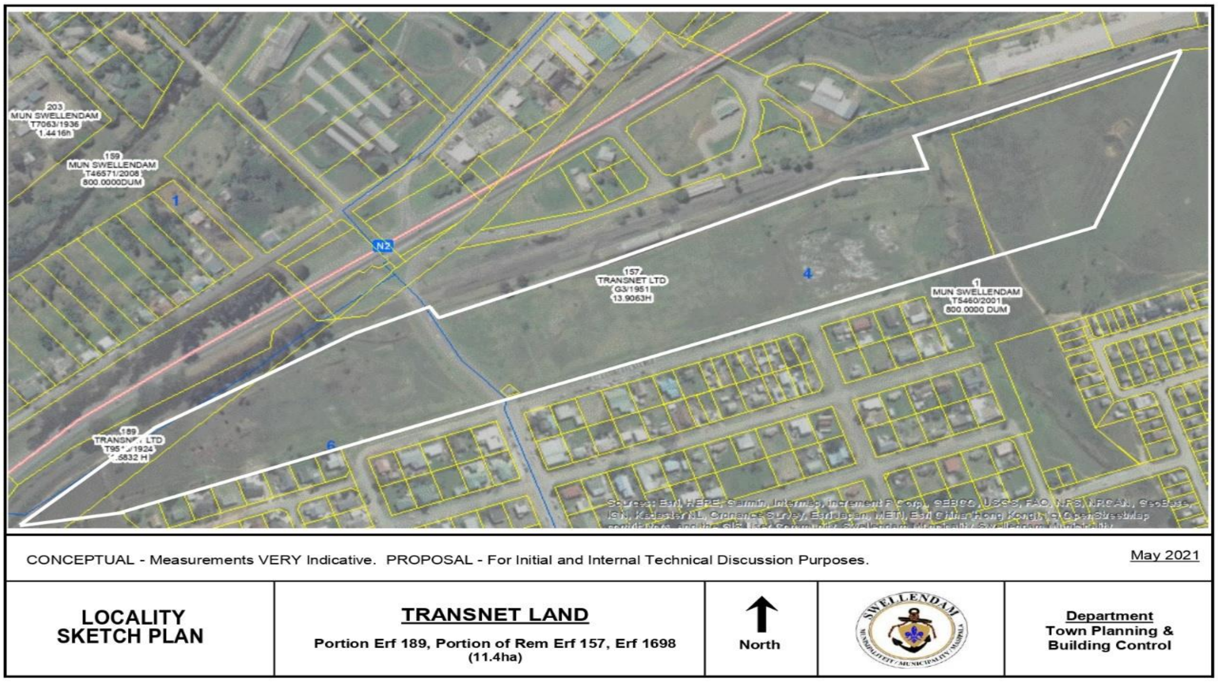
PURPOSE OF REPORT

To table a proposal to subdivide a portion of municipality owned land – Erf 9546 (Transnet Links). **See Annexure A.14. to Annexure A.15.**

FACTS AND BACKGROUND

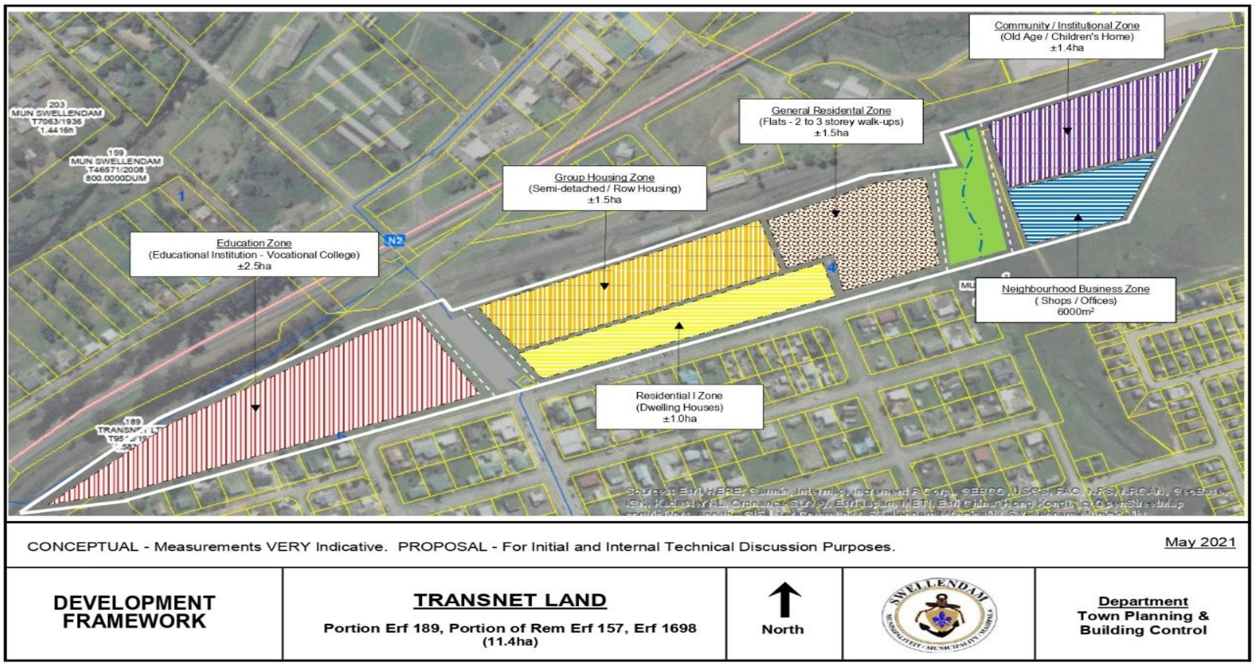
On 2 October 2024, Swellendam Municipality took transfer of Erf 9546 from Transnet SOC Limited. The purchase of the property was funded by the Provincial Government and is subject to a signed agreement with the Department of Human Settlements, dated 8 March 2018. In this regard, the property is to be utilised for integrated human settlements, and no more than 50% of the land mass may be set aside for commercial, retail, institutional and other non-residential, non-governmental development. A Project Initiation Document (PiD) was lodged by the Director Community Services (Housing) with the Department of Human Settlements on 29 August 2025.

Erf 9546, measures 11.3420ha in extent and is zoned Transport Zone. The property is as reflected on the Locality Sketch Plan below:



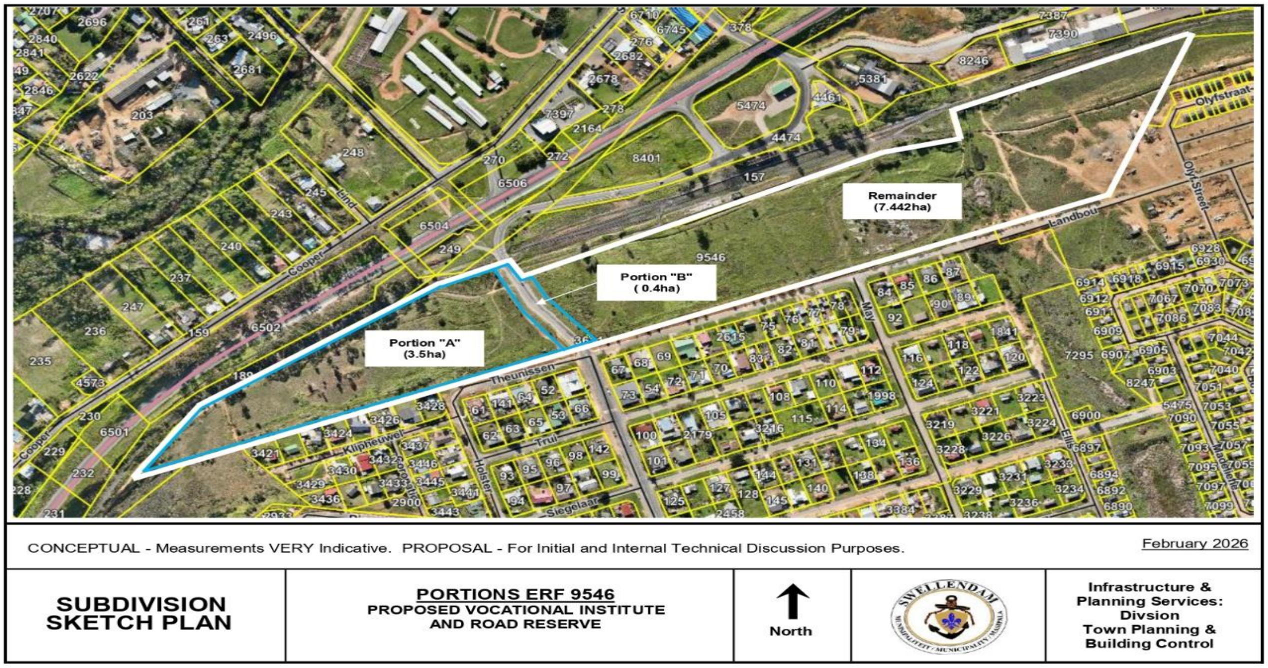
DISCUSSION

In order to begin to move the land use planning process forward, a "high level" conceptual Development Framework was generated by the Administration back in May 2021 – see Plan below. In essence it proposes that development of the property be broadly undertaken as 3 superblocks with a variety of land use categories in each. The western block is proposed to comprise a land parcel for a high order, perhaps regional, educational facility (3ha). The eastern block (adjoining "Die Boord") is proposed to comprise a mixture of social service infrastructure (perhaps a convalescent home, safe-house, an orphanage etc) as well as a parcel of land to accommodate local shops and offices (2ha). Finally, the central block is proposed to comprise a variety of housing typologies, ranging from dwelling houses, to semi-detached row-housing and 2-3 storey walk-up flats (7ha). Detailed planning for each superblock is still subject to a comprehensive community participation and technical services process, in conjunction with the Provincial Department of Human Settlement. The aforementioned Development Framework provide the basis for discussion.



Notwithstanding, given the existing alignment of Station Street relative to the overall property, and the broad based proposal that the western block be set aside for a single high order educational institution (whatever format that would take) it is considered prudent to subdivide it off from the balance of the property and to have it registered separately upfront. This would facilitate the development process considerably, and also provide clarity with regards to the future of Station Street.

The subdivision would be as illustrated in the Sketch Plan below.



Proposed Portion "A" (3,5ha) and Portion "B" (0.4ha) would remain zoned Transport Zone. Portion "A" would still be subject to a future land use application, by way of rezoning and a detailed Site Development Plan, by the then owner of the property. The anticipated development on proposed Portion "A" is in keeping with the Spatial Development Framework, and would comprise use of the entire cadastral entity – hence this submission to Council.

LEGAL IMPLICATIONS

The subdivision process to follow the provisions of the Spatial Planning and Land Use Management Act, the Western Cape Land Use Planning Act and the Municipal By-Law on Land Use Planning. The subdivision would also be tabled for the Municipal Planning Tribunal for a decision.

FINANCIAL IMPLICATIONS

The appointment of a land surveyor, to draw up an SG Diagram for approval by the Surveyor General's Office. The actual subdivision application will be prepared in-house.

PERSONNEL IMPLICATIONS

None.

COMMUNICATIONS IMPLICATIONS

The subdivision application to be advertised for public comment.

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

No comment received.

Director: Financial Services

Funding is available on the operating budget for the subdivision process.

Acting Director: Infrastructure and Planning Services

No comment received.

Municipal Manager

It is a condition of the sale agreement that an educational facility be established on the Transnet land. The subdivision of an identified educational use area is the commencement of the process, and is thus supported.

***This Item served on the Infrastructure and Planning Services Portfolio Committee meeting held on Thursday, 19 March 2026*.**

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that the content of the report on the subdivision of Erf 9546, Swellendam (Transnet Links), be noted.

2. that it be confirmed that Erf 9546, Swellendam, is not needed for the provision of the minimum level of basic municipal services in terms of Section 14 of the Municipal Finance Management Act, 2003 (Act 56 0f 2003).
3. that Erf 9546 be subdivided into proposed Portion "A" (approx. 3.5ha), proposed Portion "B" (0.4ha) and Remainder, as per the Subdivision Sketch Plan (attached) and as per the applicable legislation.
4. that proposed Portion "A" and Portion "B" be registered in the name of the Swellendam Municipality and remain zoned Transport Zone.
5. that proposed Portion "A" be set aside for a future educational campus / vocational institute, or similar.
6. that the future sale of proposed Portion "A" be subject to the receipt and consideration of development proposals / tenders and a public participation process, via a competitive bidding process.

9.1.11

Item number A56. 31.03.2026

SOUTH AFRICAN LOCAL GOVERNMENT BARGAINING COUNCIL: CIRCULAR NO 4/2026: SALARY AND WAGE INCREASE FOR THE 2026/27 FINANCIAL YEAR

Report by Municipal Manager

Department Municipal Manager

Division Administrative Support

File number 12/1/1/91

PURPOSE OF REPORT

To report to Council on the outcome of the salary and wage increase for the 2026/27 financial year as agreed by SALGA, IMATU and SAMWU at the SALGBC Executive Committee meeting held on 11 March 2026.

FACTS AND BACKGROUND

Circular No 04/2026 Attached as **Annexure A.16** hereto sets the following as per the salary and Wage Collective Agreement dated 6 September 2024:

– Salary and wage increase of 4.75% with effect from 1 July 2026.

– Linked benefits and conditions of service as per clause 10 of the Collective Agreement shall increase by the same rate of 4.75%.

– The Minimum Wage shall increase by the same rate from R10 616, 35 to R11 120, 63.

– The Flate Homeowners Allowance shall increase by the same rate from R1 170, 23 to R1 225. 82.

– The maximum employer contribution to an employee's accredited medical scheme shall increase by the same rate from R 5791.15 to R6 066.23

DISCUSSION

Should Council wish to apply for exemption from the provisions of the Salary and Wage Agreement dated 6 September 2024, it must to so within 30 days from the date of approval of the budget at the municipality or 30 June 2026, whichever is the soonest in respect of the 2026/27 financial year.

LEGAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

The Circular must be published an all notice boards and all other internal communication platforms.

COMMENTS FROM DEPARTMENTS

None

Acting Director: Community Services

None

Acting Director: Infrastructure Services

None

Director Financial Services

Municipal Manager

As per report.

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that the report on the salary and wage increase for the 2026/27 financial year as per the Salary and Wage Collective Agreement dated 6 September 2024, be noted.
2. that it be noted that the Mayoral Committee is in support of the approval of the salary and wage increase for the 2026/2027 financial year as per the Salary and Wage Collective Agreement dated 06 September 2026.
3. that Council may consider whether or not to apply for exemption to implement the salary and wage increase with the approval of the final budget.

9.1.12

Item number A58. 31.03.2026

MONTHLY REPORT BY THE MUNICIPAL MANAGER: MARCH 2026

DLTC AT BARRYDALE

The opening of the Driving Licence Testing Centre (DLTC) at Barrydale has been delayed for nearly two years. The main reason for this was staff capacity and the fact that the Gene Louw College could not provide the necessary training to staff. Additional delays were caused by outdated equipment and challenges linking the system to the eNatis system. A new eye testing machine was installed on 10 March 2026 and training to three staff members were provided on 10 March via a virtual platform. In collaboration with the Barrydale Youth Desk, six young people were already tested on 13 March. The tests are undertaken on the new licensing tablets. The Municipality need to install a separate pay point at the DLTC. Whilst staffing is being budgeted, the Municipality will avail staff from Swellendam to operate the DLTC once a week in Barrydale.

EXTERNAL ASSESSMENT OF INTERNAL AUDIT FUNCTION

Nexia SAB&T was appointed by the municipality to conduct an External Assessment on the Internal Audit Function of the municipality in order to determine conformance with the Global Internal Audit Standards. This assessment must be undertaken at least once every five years.

KLIPPERIVIER WWTW's CLASS A CLASSIFICATION

The Klipperiver Waste Water Treatment Works (WWTW) has been classified as a class A wastewater works. This is the highest classification. The Technical Waste Water Team is congratulated with this excellent performance. This will however mean that additional staff is needed to operate the WWTW's as legislatively prescribed.

BARRYDALE TOWN MANAGER

Mr Zandré Jonker was appointed as the new Town Manager in Barrydale. Mr Jonker is currently in Hessequa Municipality's technical department with specific oversight over Heidelberg. He has surveyor and contract management experience and will take office on 1 April 2026.

COMPLIANCE AUDIT ON ELECTRICITY DISTRIBUTORS

Pursuant to section 4(a)(vii) of the Electricity Regulation Act, 2006 (Act No.4 of 2006), the National Energy Regulator of South Africa (NERSA) conducts compliance audits on electricity distributors on an annual basis. The Swellendam Local Municipality ('Municipality') has been selected as one of the licensees to be audited in 2026.

The purpose of the audit is to evaluate the municipality's compliance with its electricity licence conditions and to familiarise NERSA with the management of the electricity business and the electricity networks of the Swellendam Local Municipality. At the end of the audit, a report will be prepared and Council will be apprised of the outcome.

DECLARATION OF A LOCAL STATE OF DISASTER IN TERMS OF SECTION 55(1) OF THE DISASTER MANAGEMENT ACT, 2002 (ACT NO.57 OF 2002)

The Council of the Swellendam Local Municipality, at a special meeting on 4 December 2025, after considering a report, tabled by the Executive Mayor, Councillor H.F. Du Rand, setting out the destructive and other effects of the prevailing critical low dam levels resulting in severe water shortages affecting the areas of Swellendam and Buffeljagsrivier acting in terms of,

1) Section 55(1) of the Disaster Management Act, 2002(Act No. 57 of 2002) ("the Act"), declared a local state of disaster having recognized that contingency *arrangements do not adequately provide for the Council to deal effectively with the disaster and special circumstances exist to warrant the declaration of a local state of disaster*, and

2) Section 55(2) of the Act, *may when required, issue regulations or directions and authorize the Executive Mayor to issue directions* concerning the matters listed therein only to the extent it is necessary for the purpose of –

   a) assisting and protecting the public;

   b) providing relief to the public;

   c) protecting property;

   d) preventing or combatting disruption; or

   e) dealing withL the destructive nature and other effects of the disaster.

This declaration is effective from the date of publication (Provincial Gazette Extraordinary No. 9177, Monday 15 December 2025) and shall remain in force for a period of three months, unless terminated earlier or extended in accordance with Section 55(2) of the Act.

It should be noted that the declaration automatically lapses after three months.

LOCAL ECONOMIC DEVELOPMENT STRATEGY

The Department of Cooperative Governance (DCOG) has initiated a national programme to support selected municipalities in the preparation or review of Local Economic Development (LED) Strategies that are aligned with national policy frameworks and current socio-economic development priorities.

As part of this programme, Maswana JV (Pty) Ltd has been appointed as the service provider to support participating municipalities in the Western Cape Province in the development of credible, implementable and evidence-based LED Strategies. Swellendam Municipality was identified as one of the municipalities to be supported to develop a local economic strategy.

PROPERTY OWNERS REQUESTED TO REMOVE ALIENS AND INVASIVES

Swellendam Municipality received various complaints about numerous fire risks on private property within the municipal jurisdiction. Property owners are reminded that they are responsible to remove all alien vegetation and invasives from their properties. The removal of aliens and invasives will reduce the uncontrolled spread of said invasive species, but will also help reduce the fire risk posed by overgrowth. This issue requires urgent attention, as the presence of such vegetation significantly elevates the risk of fire outbreaks, which could impact your property and the surrounding community.

PONT OPERATION

The Provincial Senior Mechanic has advised that they are still awaiting the parts required to complete the assembly of the thruster component. Once the assembly is finalized, South African Maritime Safety Authority (SAMSA) will first need to inspect the hull before issuing the COCs. Only after this process is completed will they be able to relaunch the pont back into the river. At this stage, the estimated timeline is that the Pont will be operational again by the last week of March 2026.

FOOT AND MOUTH DISEASE

The Overberg District is still Foot and Mouth Disease free. The risk will increase around the Easter period and thus it is important to continue with risk management. The Municipality will have to ensure strict control over movement of cloven-hoofed animals. Over 100 000 vaccines arrived and were issued to private and state veterinarians, with an additional 8000 vaccines issued to national agriculture.

LEVEL 1 WATER RESTRICTIONS

Swellendam is currently at level 1 water restrictions, with the water level of Grootkloof 3 just around 75%. It is imperative that the community provide their support in ensuring responsible water use. Since the level 3 water restrictions have been moved, water use increased by nearly 1.5 ML per day.

DIESEL NON-AVAILABILITY

With the Israel/US war on Iran, diesel availability and cost have been compromised. Since 19 March diesel supply has become unstable and unreliable in Swellendam. This unreliability is expected to continue for the next few months, impacting negatively on municipal budgets as diesel prices will increase. The Municipality awarded a tender to a new supplier from 1 July 2026, but due to unavailability from the current supplier, the tender had to be deviated on to ensure continued service delivery.

NUWE DORP WATER

The Malagas Ratepayers reported that the water infrastructure in Nuwe Dorp has been vandalised. The Municipality is undertaking a survey and working with the Ratepayers to ensure repairs.

ERF 9869 SWELLENDAM

Raubex received the tender award for Erf 9869 Swellendam. As part of the award a service level agreement was supposed to be drafted. Several versions of a service level agreement were exchanged between the Municipality and Raubex but without any agreement. The Municipality informed Raubex that they intend to cancel the award and continue with a new tender. No response from Raubex was received. The Municipality is looking at developing the land itself and is engaging with a procurement specialist to develop suitable tender specifications to put the erf out on tender again.

LINKS DEVELOPMENT

The Municipality is busy with the subdivision of Erf 9546 Swellendam to ring-fence a portion of the Links Development to accommodate an educational development going forward. The access routes to Railton will form part of this development as well as the SANPARKS development.

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that cognizance be taken of the monthly report of the Municipal Manager for March 2026.

9.1.13

Item Number A59. 31.03.2026

AD-HOC GRANTS-IN-AID TO ORGANISATIONS – 2025/2026

Report of the Municipal Manager: Mrs. Anneleen Vorster

Department	Office of the Municipal Manager
Section	Office of the Municipal Manager
File number	5/16/1/1

PURPOSE OF THE REPORT

The purpose of the report is to inform Council of applications received from organisations for ad-hoc grant-in-aids for the 2025/2026 financial year.

FACTS AND BACKGROUND

Section 67 of the Local Government: Municipal Finance Management Act, 2003 (Act no 56 of 2003)-[MFMA] requires a municipality to ensure that certain criteria and conditions are met before funds are transferred to an organisation outside any sphere of government, otherwise than in compliance with a commercial transaction.

DISCUSSION

The tables below provide a breakdown of the applications that were received and whether they qualified in terms of Council policy:

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified
Automation Works Training Facility	2016/323399/07	**R 5,000.00**	Social development annual Techno Buzz Winter School	**Yes**
Avondson Dienssentrum	280-637NPO	**R3,360.00**	Transport of elderly to Grabouw	**Yes**
Cat Learner Class (Pty) Ltd	2023/190157/07	**R38,740.00**	Learner licence training service to assist members of the community in preparing for and passing the	**No**

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified
			learners licence examination.	
Light from Africa Foundation NPC	2003/031433/08 NPC	**R293,280**	Sustained programmes in art, education, youth leadership, digital inclusion, food security and community development	**Yes**
Swellendam Cricket Club		**R10,000**	Maintain fixture obligations, running costs such as travelling fees and diverse costs.	**Yes**
Barrydale Flying Eagles		**R50,000**	Partial contribution towards the upgrade and maintenance of the sports field and clubhouse as well as purchase of sports equipment, logistical and operational cost in terms of community sports development.	**Yes**
Swellendam Sportforum	NPC 2023/803130/08	**R5,000**	Funds would be used for the transport to the Overberg Sportforum meetings / Meetings in Buffeljags, Suurbraak and Barrydale to keep sportclubs informed, to make a banner	**Yes**

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified
			for the sportforum	
Bright Haven, Barrydale	2024/363756/08	**R10,000**	Address menstruation and health aspects around growth. Addressing teenage pregnancies, connecting youth to support services, Education and Emergency contraception, promoting responsible parenthood	**No, already received funding in this financial year.**
Swellendam Bewarea Conservancy NPC	2021/780665/08	**R50,000**	Restoration of Masbiekerskloof as a safe, accessible and ecologically healthy green space. Funding would be used for the removal of invasive vegetation, high-risk tree management, maintenance of existing firebreaks.	**Yes**
Swellendam Tennis Club		**R300 000**	Repair and long-term treatment of the court surface, repair of cracks, repainting of the surface and lines on the court. Repair of fence.	**Yes**
Swellen Konstruksie	2014/121218/07	**R50 000**	Purchase of equipment to complete projects.	**No**

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified
Suurbraak Primary School		**R4,500**	Purchase of medals for 510 learners, as well as taxes and delivery cost – Western Cape Tug of War Competition	**No. Intergovernmental transfers not allowed.**
Young Christians Xmas Band		**R5,000**	Yearly programme	**Yes**
Swellendam Spurs Soccer	289-058 NPO	**R10,000**	Tournament in Gansbaai	**Yes**
Altar of Restoration	282-510 NPO	**R3,000**	Start of feeding scheme in community. Purchase of ingredients.	**Yes**
Snymans Caterpillar Foundation NPC	2022/360058/08	**R4,240.00**	Compost - Soil / Horse manure for compost heap / Seedlings for summer and winter / Seed packets for summer and winter planting season / – Extra large 8-grid raised garden bed it, grow bag x 3	**Yes**

The following documentation is attached as **Annexure A.17 to Annexure A.18.**

- Grant in Aid applications received.
- Grant in Aid Policy, Swellendam Municipality.

LEGAL IMPLICATIONS

Section 67 of the MFMA deals with funds transferred to organizations and bodies outside the government. The stipulations in this regard are as follows:

- “Section 67(1) - Before transferring funds of the municipality to an organization or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organization or body-

  a) has the capacity and has agreed-
     i. to comply with any agreement with the municipality;

ii. for the period of the agreement to comply with all reporting, financial management, and auditing requirements as may be stipulated in the agreement;
iii. to report at least monthly to the accounting officer on actual expenditure against such transfer; and
iv. to submit its audited financial statements for its financial year to the accounting officer promptly;

b) implements effective, efficient, and transparent financial management and internal control systems to guard against fraud, theft, and financial mismanagement; and
c) has in respect of previous similar transfers complied with all the requirements of this section.

- Section 67(2) - If there has been a failure by an organization or body to comply with the requirements of subsection (1) in respect of a previous transfer, the municipality may despite subsection (1)(c) make a further transfer to that organization or body provided that-
  a) subsection (1)(a) and (b) is complied with; and
  b) the relevant provincial treasury has approved the transfer.

- Section 67(3) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

- Section 67(4) - Subsection (1)(a) does not apply to an organization or body serving the poor or used by the government as an agency to serve the poor, provided-

  a) that the transfer does not exceed a prescribed limit; and
  b) that the accounting officer-
    i. takes all reasonable steps to ensure that the targeted beneficiaries receive the benefit of the transferred funds; and
    ii. certifies to the Auditor-General that compliance by that organization or body with subsection (1)(a) is uneconomical or unreasonable"

FINANCIAL IMPLICATIONS

The initial budget was R95,000 and R25,000 was already spent with the first round of applications. Currently there is R70,000.00 available on the budget.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Director: Community Services

None

Director: Financial Services

None

Director: Infrastructure and Planning Services

None

Municipal Manager

None

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that the Grant-in-Aid allocations for the 2025/2026 financial year be approved as follows:

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified	Amount approved
Automation Works Training Facility	2016/323399/07	**R 5,000.00**	Social development annual Techno Buzz Winter School	**Yes**	**R5,000**
Avondson Dienssentrum	280-637NPO	**R3,360.00**	Transport of elderly to Grabouw	**Yes**	**R3,360**
Light from Africa Foundation NPC	2003/031433/08 NPC	**R293,280**	Sustained programmes in art, education, youth leadership, digital inclusion, food security and community development	**Yes**	**R5,000**
Swellendam Cricket Club		**R10,000**	Maintain fixture obligations, running costs such as travelling fees and diverse costs.	Yes	**R10,000**
Barrydale Flying Eagles		**R50,000**	Partial contribution towards the upgrade and maintenance of the sports field	Yes	

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified	Amount approved
			and clubhouse as well as purchase of sports equipment, logistical and operational cost in terms of community sports development.		**R10,000**
Swellendam Sportforum	NPC 2023/803130/08	**R5,000**	Funds would be used for the transport to the Overberg Sportforum meetings / Meetings in Buffeljags, Suurbraak and Barrydale to keep sportclubs informed, to make a banner for the sportforum	Yes	**R4,400**
Swellendam Bewarea Conservancy NPC	2021/780665/08	**R50,000**	Restoration of Masbiekerskloof as a safe, accessible and ecologically healthy green space. Funding would be used for the removal of invasive vegetation, high-risk tree management, maintenance of existing firebreaks.	Yes	**R5,000**
Swellendam Tennis Club		**R300,000**	Repair and long-term treatment of the court surface, repair of cracks, repainting of the surface and lines	Yes	**R10,000**

Applicant	Registration number	Amount applied for	Purpose of funds applied for	Qualified	Amount approved
			on the court. Repair of fence.		
Young Christians Xmas Band		**R5,000**	Yearly programme	Yes	**R5,000**
Swellendam Spurs Soccer	289-058 NPO	**R10,000**	Tournament in Gansbaai	Yes	**R5,000**
Altar of Restoration	282-510 NPO	**R3,000**	Start of feeding scheme in community. Purchase of ingredients.	Yes	**R3,000**
Snymans Caterpillar Foundation NPC	2022/360058/08	**R4,240.00**	Compost - Soil / Horse manure for compost heap / Seedlings for summer and winter / Seed packets for summer and winter planting season / – Extra large 8-grid raised garden bed it, grow bag x 3	Yes	**R4,240**
Total					**R70,000**

2. that the donations approved be paid to organizations/applicants only on receipt of their 2024/2025 financial statements or bank statements.
3. that the donations approved be paid to organizations/applicants only on receipt of any outstanding information or documentation.
4. that all beneficiaries be informed that a comprehensive report detailing the expenditure of the donated funds must be submitted within three months and that failure to comply will result in future disqualification.

9.1.14

Item number A60. 31.03.2026

LOCAL ECONOMIC DEVELOPMENT

Report of the Municipal Manager, A. Vorster

Department:	Municipal Manager
Section:	Local Economic Development
File number	12/2/3/60

PURPOSE OF REPORT

FACTS AND BACKGROUND

The Department of Cooperative Governance (DCOG) has initiated a national programme to support selected municipalities in the preparation or review of Local Economic Development (LED) Strategies that are aligned with national policy frameworks and current socio-economic development priorities. Swellendam Municipality has been identified as one of these municipalities.

As part of this programme, Maswana JV (Pty) Ltd has been appointed as the service provider to support participation in the Western Cape Province in the development of credible, implementable and evidence-based LED Strategies. The initiation meeting with participating municipalities was held on 16 March 2026 and it was resolved that to support the development of these strategies and ensure effective coordination within municipalities, a Municipal LED Task Team will be established in each participating municipality. The Municipal LED Task Team therefore plays an important role in ensuring that the LED Strategy is informed by accurate municipal data, sector insights and local development priorities. A Terms of Reference for the project was provided by Department of Cooperative Governance and is attached as **Annexure A.19.**

DISCUSSION

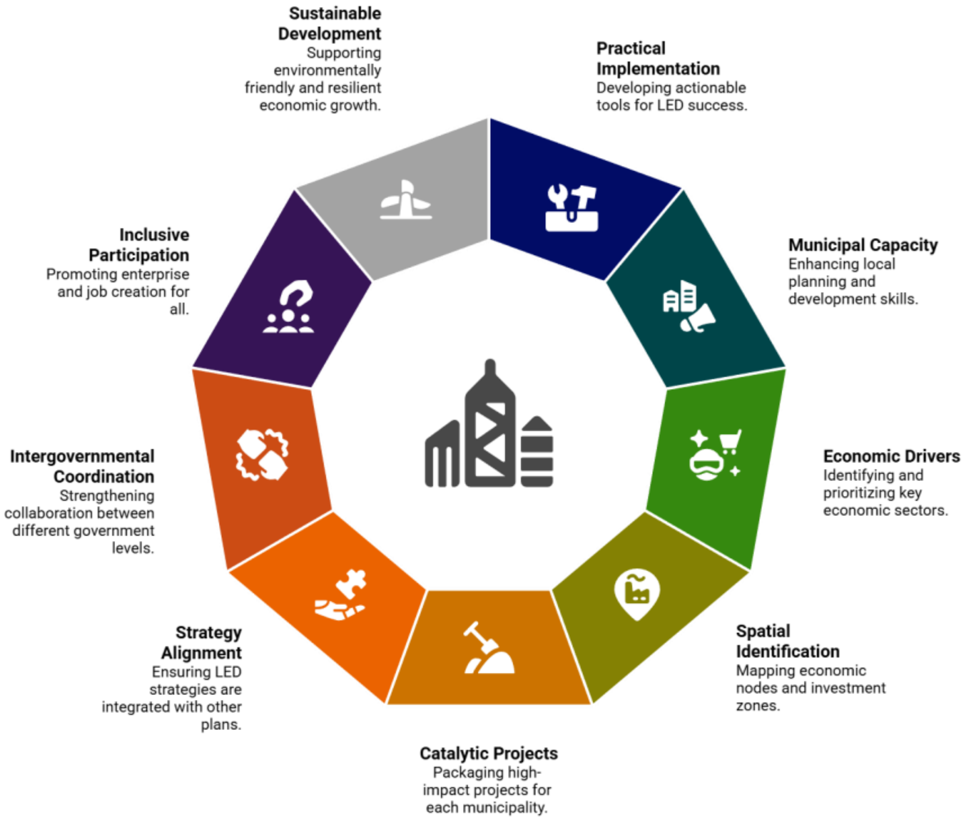
Local Economic Development (LED) is a fundamental function of local government as outlined in the Constitution of the Republic of South Africa (1996) and the White Paper on Local Government (1998).

Section 152 of the Constitution identifies the promotion of social and economic development as a key objective of local government, while Section 153 requires municipalities to structure and manage their administration, planning and budgeting processes to promote the economic development of their communities.

The National Framework for Local Economic Development (NFLED) 2018–2028 promotes:

- Inclusive and sustainable economic growth
- Strengthened local economic governance
- Innovation-driven local economies
- Improved coordination across spheres of government

The LED Strategy Support Programme aims to strengthen municipal capacity to prepare credible, implementable and spatially informed LED Strategies that respond to local economic opportunities, sector potential and investment prospects. The project scope is illustrated in the graphics below:



Municipalities are requested to share strategic and economic data to support the situational analysis. A standarised questionnaire to support the situational analysis and skills transfer component, will be circulated and must be completed by the respective municipalities.

LEGAL IMPLICATIONS

Constitution, 1996
Local Government: Municipal Systems Act, No 32 of 2000
Local Government: Municipal Structures Act, No 117 of 1998
National Environmental Management Act, 1998 (Act 107 of 1998)
Spatial Development Framework
Spatial Planning and Land Use Management Act
Local Government: Municipal Finance Management Act, 56 of 2003

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure Services

None

Municipal Manager

None

This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that the participation of Swellendam Municipality in the national initiative to develop a local economic development strategy, be noted.
2. that Swellendam Municipality notify the Service Provider of the compilation of their internal task team.

9.1.15

Item Number A61. 31.03.2026

INVITATION TO MR. JOHAN VAN NIEKERK TO JOIN THE SOUTH AFRICAN AHP WASTE FORUM BOARD

Report of the Municipal Manager: Mrs. Anneleen Vorster

Department Office of the Municipal Manager

Section Office of the Municipal Manager

File number 17/5/4/9

PURPOSE OF THE REPORT

The purpose of the report is to inform Council of an invitation received by the Senior Manager Waste and Environmental, Mr. Johan van Niekerk to serve as a Director on the South African Absorbent Hygiene Product (AHP) Waste Forum Board for the 2026–2027 term, and to seek Council's consideration and support. **(See Annexure A.19)**

FACTS AND BACKGROUND

AHP Waste is a growing global environmental burden due to its sheer volume and non-biodegradable nature.
The South African AHP Waste Forum is a multi-stakeholder, non-profit initiative established to advance coordinated, evidence-based responses to the growing challenge of absorbent hygiene product waste (AHP Waste).
The Forum brings together representatives from government, industry, academia, and civil society to support the development of inclusive, practical and sustainable solutions across the value chain.

Key focus areas of the Forum include:

- Circular economy initiatives
- Extended Producer Responsibility (EPR) regulations
- Innovation in waste collection, treatment, and integration

DISCUSSION

Mr. van Niekerk has been formally invited to serve as a Director on the Forum Board in recognition of his experience in Local Government and leadership in Municipal Waste Management.

Participation at board level will:

- Provide representation of municipal perspectives in national discussions
- Enable the Municipality to contribute to shaping policies and strategies

- Offer access to best practices, innovation, and collaborative partnerships
- Strengthen the Municipality's commitment to sustainable waste management

His participation in the Forum would be particularly valuable in ensuring that the perspectives, constraints and opportunities facing municipalities in smaller and rural contexts are meaningfully represented in national discussions and initiatives.
Mr van Niekerk's invitation to serve on this Forum reflects national recognition of his visionary contributions to addressing this pressing global challenge and it merits Council's appreciation and congratulations.

LEGAL IMPLICATIONS

National Environmental Management Act, No. 107 of 1998.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with accepting the board position. Subsistence and travelling cost will be managed within existing operational budget, if applicable.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure and Planning Services

None

Municipal Manager

None

<u>This Item served on the Mayoral Committee meeting held on Wednesday, 25 March 2026.</u>

RECOMMENDED TO COUNCIL

1. that Council takes note of the invitation extended to the Senior Manager, Waste and Environmental, Mr. Johan van Niekerk to serve as a Director on the South African AHP Waste Forum Board for the 2026–2027 term.
2. that it be noted that Mr van Niekerk's participation in the forum will be of particular value for smaller and rural context municipalities through representation in national dialogue and initiatives.
3. that Council's congratulation be conveyed to the Senior Manager, Waste and Environmental, Mr J. van Niekerk on the invitation to participate and serve as a Director on the South African AHP Waste Forum Board.

9.1.16

Item number A62. 31.03.2026

RESUBMISSION: LEASE OF MUNICIPAL LAND: PORTION OF A ROAD, ALICE STREET IN SWELLENDAM

Report of the Municipal Manager: A. Vorster

Department Municipal Manager

Section Property Management

File Number 7/2/R

PURPOSE OF REPORT

Consideration of future use and lease/sale of a portion of a road, Alice Street in Swellendam.

FACTS AND BACKGROUND

On 31 August 2022 Council

UNANIMOUSLY RESOLVED ***Item A154/31/08/2022***

1. *"that Council in-principle acknowledges that a portion of Alice Street, as attached on the accompanying map, is to be used as access to Erven 9510 and 9511, Swellendam, only, but that there is no funding to construct a formalized street at this stage.*
2. *that Council in-principle have no objection to leasing the land described in (a) above for a period of three years to Die Sneeubal Trust, subject to compliance to relevant asset transfer regulations.*
3. *that Die Sneeubal Trust, undertake in writing that they will construct a suitable access road according to the requirements of the Director: Infrastructure Services, at their own cost, within six months of a signed lease agreement to provide adequate access to Erven 9510 and 9511, Swellendam.*
4. *that a new market-related value be obtained by the Municipality, at the cost of Die Sneeubal Trust for consideration by Council.*
5. *that Die Sneeubal Trust will be responsible for all costs in respect of the fencing and maintenance of the area, as well as the procurement of a valuation of the applicable property.*
6. *that the applicant will guarantee free access to the Municipality on the portion to be leased, to allow for maintenance and establishment of services on the affected area.*
7. *that no structures may be erected in the leased area as per accompanying map.*
8. *that this decision of Council be advertised for public comment once the proposed new market value is received.*
9. *that should any objections be received in respect of this application, the matter be referred back to Council, for consideration;*
10. *that should no objections be received, the Municipal Manager be mandated to sign the lease agreement, as drawn up by Council's attorneys, in terms of the existing delegations."*

Council also resolved the following on 8 December 2022:

UNANIMOUSLY RESOLVED **Item A215/08/12/2022**

1. that the cost to develop and maintain the portion of road at Alice Street, Swellendam be determined and tabled to Council.
2. that Council approve a 50% rebate on the valuation of the portion of Alice Street due to the municipality not having the capital expenditure in the budget to develop the road, with the condition that the applicant develop and maintain the road.
3. that the proposed alienation of the portion of Alice Street be advertised for public input.

The valuation at that time was as follows:

	Estimated size	**Amount per year (excl. VAT)**	**Amount per square metres, per year (excl. VAT)**
C. van Wyk	625m^2	R2 400.00	R3.84
M. Heyns	600m^2	R2 400.00	R4.00
Average		**R2400.00**	**R3.92**

As a result of the above, the Municipality followed a competitive bid process and entered into the attached agreement as **per Annexure A.21. to Annexure A.22.**

DISCUSSION

The Lease Agreement for the portion of Alice Street will end on 30 June 2026. Council received an application to continue with the lease, but the neighbors also indicated that they will be interested to lease the area. As an alternative the neighbours request that the portion of the road that is currently fenced, be opened up again for all members of the public.

The Municipality's land disposal policy allows for the out of hand sale or lease of non-viable closed streets, public open spaces and portions of surplus land to adjacent owners at market value and/or such price or rental as determined by Council. Council may consider an unsolicited bid, but the neighbours have already indicated that they are also interested in leasing the area.

The area under discussion is currently part of a road reserve and the road has never been subdivided or closed. The lower of portion of Alice Street, Swellendam must remain in the possession of the Municipality as there is a storm water channel on the adjacent property.

Mayco should now decide if they wish to continue leasing the lower portion of Alice Street, Swellendam.

LEGAL IMPLICATIONS

The following legislation regulates property management:

- The stipulations of Section 14 of the Municipal Management Act, 2003, (Act 56 of 2003) (MFMA);
- The By-Law relating to the Management and Administration of Immovable Property, 2005.
- The Asset Transfer Regulations, 2008.
- Land Disposal Policy, 2018

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

According to the resolution.

COMMENTS FROM DEPARTMENTS

Town Planning & Building Control – Mr R. Brunings

No further comments.

Acting Director: Community Services

None

Director: Financial Services

No further comments.

Acting Director: Infrastructure Services

No further comments.

Municipal Manager

None

This Item served on the Finance and Governance Portfolio Committee meeting held on Tuesday, 17 March 2026.

This Item served on the Mayoral Committee meeting as Item B1 as held on Wednesday, 25 March 2026.

RECOMMENDED TO COUNCIL

1. that it be confirmed that Council still require access to the lower portion of Alice Street, Swellendam.
2. that Mayco confirms that the lower area of Alice Street, for which purpose the necessary servitude be registered, Swellendam of approximately 558m² in extent may be leased/sold for a three-year period via a competitive bid process at the reserve price of an average of two official municipal valuations.

3. that the intention in (2) above, be advertised for public comment, before a final decision to proceed with the leasing/alienation or not, is made.
4. that due process be followed in terms of the Land Disposal Policy, 2018 should be portion of land be sold.
5. that if no objections are received as per (3) above, the Municipal Manager be mandated to proceed with the competitive bid process.

9.1.17

Item number A63. 31.03.2026

DRAFT PUBLIC PARTICIPATION POLICY

Report of the Municipal Manager

Department	Municipal Manager
Section	Public Participation
File number	3/3/3/15

PURPOSE OF REPORT

To table the draft Public Participation Policy to Council for consideration.

FACTS AND BACKGROUND

The National Policy Framework on Public Participation of 2007 defines public participation as "an open, accountable process through which individuals and groups within selected communities can exchange views and influence decision making. It is further defined as a democratic process of engaging people, deciding, planning and playing an active part in the development and operation of services that affect their lives".

Swellendam Municipality is committed to the development of a culture of municipal governance that complements formal representative government with a system of participatory governance. Through this policy, the Swellendam Municipality commits itself to establish appropriate mechanisms, processes and procedures to enable the local community to participate in the affairs of the municipality in terms of the provisions of the Local Government: Municipal Systems Act, Act No 32 of 2000.

The Constitution of the Republic of South Africa, 1996, sets two standards for local government:

Provide democratic and accountable government for local communities

Encourage the involvement of communities and community organisations in matters of local government.

A policy has been developed to guide public participation in Swellendam Municipality.

It was tabled to Council per Item **A99/27/06/2024** and it was referred to a Council Workshop. The policy was tabled to the Council Workshop facilitated by the former Manager Compliance and Legal Services, Mr W. Rabbets which was held from 18-19 June 2025, where it was approved for resubmission to Council.

DISCUSSION

It has never been as important that the relationship between municipalities and their residents be maintained on a good footing as presently. There is a need to build relationships between local communities and their municipalities and also emphasized is the principle of accountability by Municipal Councils. The White Paper on Local Government 1998 introduced the concept of Batho

Pele in the Public Service. Batho Pele means "People First" and it was launched to ensure that our people are being served properly and that all staff work to their full capacity and treat state resources with respect.

Other underlying principles, which are also underscored by the Batho Pele Principles, include the following:

7.1 Inclusivity: Embracing all views and opinions in the process of public participation.

7.2 Diversity: Embracing all race, gender, religion, ethnicity, language, age, economic status and sexual orientation.

7.3 Building Community Orientation: Keeping the public well on board, informed and knowledgeable through capacity building and to have a clear understanding of the purpose and the role that they are required to play.

7.4 Transparency: Promoting openness, sincerity and honesty among all the role players in a public participation process

7.5 Flexibility: Being flexible in terms of time, language and approaches to public meetings and processes.

7.6 Accessibility: Municipality should ensure that public participation is accessible and open to all role-players in the public participation processes.

7.7 Accountability: All Stakeholders involved should be committed to implement and abide by communicating all measures and decisions in the course of the public participation process.

7.8 Trust, Commitment and Respect: Municipality should build trust, confidence, honesty, integrity, respect in the community so that they believe that their views will be heard, respected and considered when decisions are taken at the Municipality.

7.9 Integration: Municipality should ensure that public participation processes are integrated into the planning and decision-making processes such as Integrated Development Plan (IDP), service delivery issues, Budget Implementation and Performance Management System.

SPARC and Mr Braam du Toit submitted input on the proposed public participation policy as per attached as **Annexure A.23 and A.24** respectively.

Bearing the input of SPARC and Mr du Toit in mind, the policy is presented as **Annexure A.25** for Council's consideration.

LEGAL IMPLICATIONS

Constitution, 1996
White Paper on Local Government of 1998
Municipal Structures Act 117 of 1998
Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)
Municipal Finance Management Act
Municipal Property Rates Act of 2004

POPI Act
Promotion of Administrative Justice Act
Promotion of Access to Information Act

FINANCIAL IMPLICATIONS

As per budget

PERSONNEL IMPLICATIONS

None

RECOMMENDED

1. that the draft Public Participation Policy attached as **Annexure A.25** be approved by Council for implementation to facilitate public participation regarding the activities and planning of Council.
2. that SPARC and Mr B du Toit be provided with feedback on their inputs on the Public Participation Policy, indicating how their comments were accommodated in the policy.

9.1.18

Item number A64. 31.03.2026

REPORT ON PRE-COMPLIANCE NOTICE AND ASSOCIATED RISKS FOR SUURBRAAK WASTE DISPOSAL FACILITY

Report by	Johan van Niekerk
Department	Community Services
Section	Environmental and Waste
File Number	17/5/3/9

PURPOSE OF THE REPORT

To inform Council of the Pre-Compliance Notice issued by the Department of Environmental Affairs and Development Planning (DEA&DP) regarding the Suurbraak Waste Disposal Facility (licensed as G:C:B under Waste Management Licence 19/2/5/4/E3/9/WL0090/18).
The report:

- Records confirmed non-compliances identified during a 17 July 2025 compliance audit and follow-up inspections.
- Notes the Municipality's formal acknowledgement and submission of a phased Action Plan to DEA&DP.
- Highlights significant legal, financial, environmental, and reputational risks.
- Requests Council endorsement of the Action Plan and prioritisation of funding/resources to mitigate enforcement and potential criminal liability.

Similar (but more severe) non-compliances exist at Barrydale Waste Disposal Facility. Suurbraak is under active regulatory enforcement.

FACTS AND BACKGROUND

- The Suurbraak facility is a small, unsupervised municipal landfill licensed since 1996 (amended 2018) to accept limited general waste, organic waste, and builders' rubble.
- Key non-compliance include. Operation beyond the approved licensed boundary/footprint. Inadequate access control, waste screening, fencing, and signage. Poor waste management practices causing off-site impacts (e.g., windblown litter, illegal dumping). No staff presence, daily cover/compaction, stormwater/leachate controls, groundwater monitoring, emergency response plan, or proper recording/reporting (IPWIS).
- These breaches violate licence conditions and section 67(1)(h) of the National Environmental Management: Waste Act (NEM:WA), constituting criminal offences.
- Penalties may include fines up to R10 million and/or imprisonment up to 10 years per offence; NEMA allows prosecution of municipal officials.
- DEA&DP issued a Pre-Compliance Notice, signalling intent to issue a formal Compliance Notice if issues persist (see Addendum)
- The Municipality submitted a comprehensive, phased Action Plan within the required timeframe
- Shortly thereafter on the 13th March an open letter from The Residents of Suurbraak was sent raising similar issues which has the same response at the Action Plan.

Suurbraak Waste Disposal Facility

Yellow line is the licenced area and the red line is the extent (creep) of the

DISCUSSION

Suurbraak is one of five licensed municipal landfills. Bontebok, our main site, has improved significantly (audit score from 44% to 88% over five years, among the best in the Western Cape). Suurbraak, Barrydale, Malgas, and Infanta require urgent corrections. The long-term strategy is to decommission these smaller sites and convert them to compliant drop-off facilities (cheaper to operate and maintain).

Suurbraak is unsupervised, leading to abuse by residents (unauthorised dumping outside the footprint, prohibited waste). This increases illegal dumping, environmental pollution, and health risks near a perennial watercourse.

Full immediate compliance would cost **~R1.47 million/annum operational + R3.08 million capital (excl. VAT)**, which is not viable given closure plans. **Rehabilitation/closure costs: ~R2.49 million (Suurbraak)**, R8.23 million (Barrydale), R11.72 million (Malgas) per Ducharme Consultant (2025). The future planned drop off sites are estimated at R5 000 000.
The submitted Action Plan uses a phased, funding-aligned approach: immediate risk reduction first, then medium- and long-term upgrades. This demonstrates progress to DEA&DP while managing constraints. **Total indicative long-term need (rehabilitation, closure, drop-off conversion): ~R7.5 million (excl. VAT)**.

PROPOSED PHASED ACTION PLAN (SUBMITTED TO DEA&DP)

Stage	Identified Non-Compliance	Proposed Action	Key Dependencies / Preconditions	Primary Risk Addressed
Stage 1: Enable Site Presence (Foundational Controls)				
1.1	No toilet or shelter for staff	Install interim chemical toilet and basic shelter	None (minimum legal requirement for staffing)	Labour, legal
1.2	No staff on site	Deploy EPWP workers for interim supervision	Requires toilet & shelter (1.1)	Governance
1.3	No Emergency Response Plan	Develop ERP and conduct staff induction	Requires staff on site (1.2)	Safety, legal
Stage 2: Secure the Site (Physical Control)				
2.1	No fencing or access control	Fence site and install lockable gate	Requires staff presence (Stage 1)	Legal, reputational
2.2	No compliant signage	Install regulatory and waste-stream signage	Requires fencing/gate (2.1)	Legal
Stage 3: Stabilise Operations (Immediate Risk Reduction)				
3.1	No daily compaction or cover	Appoint contractor / yellow fleet for daily cover	Requires controlled access & staff (Stage 2)	Environmental
3.2	Windblown litter impacting properties	Implement routine litter picking & cover	Depends on 3.1	Reputational
3.3	No data capture or reporting	Implement waste register & IPWIS submissions	Requires staff & access control (Stages 1–2)	Legal, governance
Stage 4: Environmental Protection Measures				
4.1	No diversion infrastructure	Construct berms and drainage	Requires machinery access & controlled site (Stages 2–3)	Environmental pollution
4.2	No boreholes or sampling	Install boreholes; commence biannual monitoring	Requires stormwater controls (4.1)	Environmental, legal
Stage 5: Spatial & Structural Compliance (Capital-Intensive)				
5.1	Encroachment beyond licensed footprint	Survey and corrective reshaping	Requires machinery, staff & secure site (Stages 2–3)	Legal
5.2	Waste body not to end-profile	Progressive shaping (subject to funding)	Depends on 5.1 and funding availability	Closure, legal
Stage 6: Governance & Oversight				
6.1	No structured audits	Quarterly internal; annual external audits	Requires operational stability (Stages 3–5)	Governance

6.2	Committee not functional	Establish committee; biannual meetings	Requires stable operations (Stage 3+)	Governance

This staged sequence avoids unnecessary expenditure while advancing toward closure/rehabilitation and compliance.

LEGAL IMPLICATIONS

- Risk of formal Compliance Notice (NEMA s 31L).
- Exposure to enforcement action under section 31L of the National Environmental Management Act (NEMA), including the issuing of a formal Compliance Notice.
- Exposure to offences under section 67 of the National Environmental Management: Waste Act (NEM:WA) relating to licence non-compliance, illegal activity, and reporting failures.
- Failure to comply with licence conditions constitutes a criminal offence in terms of section 67(1)(h) of NEM:WA.
- Risk of criminal prosecution of the Municipality and responsible municipal officials.
- Potential penalties include: Fines of up to R10 million and/or imprisonment for up to 10 years for licence non-compliance.
- Risk of mandatory remedial measures being imposed by the competent authority at the Municipality's expense.
- Substantial legal, financial, reputational, governance, and environmental risks.
- Urgent Council intervention and prioritised allocation of resources are required to mitigate these risks.

FINANCIAL IMPLICATION

Issue Identified	Description of Non-Compliance	Indicative Cost (Excl. VAT)
CONDITION 2.5, 5.1, 5.2, 5.3, 11.1, 11.2 **Fencing, Gate Control and Signage Non-Compliance**	No fencing, regulatory signage, gate control, or secure access	**Short term:** EPWP worker on site. **Medium term:** EPWP and install half of the fence fence and gate and open 3 times a week – R336 476 **Long term**: Full time staff ± R270 000 per annum + the remaining fence R330 000
CONDITION 6.1, 6.2, 6.9, 6.10 **Daily Compaction and Covering Non-Compliance**	Waste not compacted or covered daily	± R120 000 per month This is not needed with closure of the site
Windblown litter	Off-site impacts to adjacent properties	**Short Term**: EPWPs pick up wind blown litter
CONDITIONS 4.5 – 4.9 **Stormwater & Leachate Management Non-Compliance**	No diversion berms or clean/dirty water separation	**Short term:** Contractor to create berms/drains (±R450/hour). **Long term:** Part of closure and rehabilitation
CONDITION 6.7 **Emergency Response Plan (ERP) Non-Compliance**	No ERP in place	**Short Term:** Internal resources

CONDITIONS 7.1.1, 7.1.3, 7.2.1, 7.3.1 **Groundwater & Surface Water Monitoring Non-Compliance**	No boreholes or sampling	**Short term:** Funding to be requested estimated at R230 276 **Long Term:** Part of closure and rehabilitation – R2 490 003 excl.VAT
CONDITIONS 11.1, 11.2, 11.5, 12.4 **Waste Recording & IPWIS Reporting** **Non-Compliance**	No waste data recording or reporting	**Short Term:** EPWP worker on site. **Long term**: Full time staff ± R270 000 per annum
CONDITIONS 9.1.1 & 9.2.1 **Internal & External Audits** **Non-Compliance**	No structured audit programme	± R30 000 per annum
Monitoring Committee	Committee not functional	Will be set up during first half of 2026
CONDITION 4.11 **Facility Height & Boundary Footprint** **Non-Compliance**	Encroachment beyond licensed footprint	**Long term:** Correct boundary footprint. Part of closure and rehabilitation – R2 490 003 excl.VAT
CONDITION 6.12 **Progressive Shaping of Waste Body** **Non-Compliance**	Waste body not to approved end-shape	**Long term:** Correct boundary footprint. Part of closure and rehabilitation – R2 490 003 excl.VAT
CONDITION 4.13 **Sanitation Facilities** **Non-Compliance**	Install cement chemical toilet for EPWP workers and site supervisor.	Budget to be requested 2026/27. Estimated R220 000
CONDITIONS 6.11 & 8.4 **Airspace Determination & Topographical Survey** **Non-Compliance**	Appoint surveyor and determine airspace capacity. Submit report and update annually.	R25 000

Short-term priorities (fencing/gate/signage stage 1, toilet/shelter, airspace study, EPWP supervision): **~R581 476.**
Medium/long-term (full fencing/staff, boreholes, berms, closure/rehabilitation, drop-off conversion): part of **~R7.5 million total.**
Funding to be sought via MIG/external sources; phased requests planned (detailed in future Council item covering all sites).

PERSONNEL IMPLICATIONS

The personnel model intentionally avoids permanent over-staffing, supports phased compliance, and aligns with the long-term strategy to convert the site into a Drop Off Station, where staffing required for the Suurbraak Waste Disposal Facility can also be used at the Suurbraak Drop Off Station.

No staff can be deployed without minimum welfare infrastructure (toilet and shelter). Operational control cannot be enforced without a fenced and secured site. Machine-based works cannot commence without staff on site and controlled access.

Staffing requirements will therefore scale progressively, aligned with infrastructure roll-out and funding availability.

1. **Site Foreman / Landfill Supervisor**
    a. Acts as gate controller, oversees daily operations, enforces waste acceptance rules, maintains records, and coordinates contractors and EPWP staff.
    b. This role is critical and a prerequisite for most compliance actions.
2. **General Worker / EPWP Worker**
    a. Support the Site Foreman with access control, litter picking, basic site maintenance, and housekeeping.
    b. EPWP staff may be utilised as an interim, cost-effective measure, subject to the availability of basic facilities (toilet and shelter).
3. **Plant / Landfill Machine Driver** (as needed for works; not required post-closure).
    - Required for waste compaction, covering, reshaping, and stormwater works when machinery is deployed (municipal fleet or contractor).

COMMUNICATION IMPLICATIONS

- Activate Waste Management Monitoring Committee.
- Ongoing public participation to inform affected stakeholders of compliance interventions, operational changes, and future planning for the site.
- Engage Suurbraak community and stakeholders on progress.
- Formal, ongoing engagement with DEADP to report on Action Plan implementation and compliance progress.
- Ongoing reporting to DEA&DP, Council, EXCO, and Internal Audit
- Manage expectations: compliance is phased/funding-dependent; long-term goal is drop-off facility.

ANNEXURES A.26 – A.27:

- Pre-compliance notice from DEA&DP
- Action plan response to the Pre-compliance

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services:

None

Director: Financial Services

The landfill site provision, in accordance with accounting treatment, totals R71.5 million, of which R5.6 million is allocated to Suurbraak. The municipality's landfill site provisions were not previously backed by cash. Since the 2022/2023 financial year, the municipal funding framework has been restructured to gradually initiate the process of backing the landfill site provisions with cash.

Currently, the cash portion amounts to R7.1 million, which is not specifically allocated to any particular landfill site; therefore, these funds may be utilised for the most urgent closures.

Depending on the outcome of the directive, short-term funding is available to begin closure activities at the Suurbraak landfill site. The estimated cost, as noted in the report, is approximately R2.5 million excluding VAT.

Budget allocations for 2026/2027 have been made as follows to address immediate needs:

- Stage 1: Installation of fencing, gate, and signage – R340,000
- Provision of toilet and shelter – R220,000
- Airspace Determination Study – R25,000
- Landfill site rehabilitation – R2.5 million

Additional requirements will need to be phased in as funding becomes available or, alternatively, applications for funding should be submitted to DEDAT for assistance.

Financial implications must be divided between routine operational expenses and actual costs associated with rehabilitation, as the provision covers rehabilitation only. The current cash portion remains insufficient to meet all rehabilitation needs and will require a prioritisation approach.

Acting Director: Infrastructure Services:

None

Municipal Manager:

As per the report

Senior Manager: Town Planning, Building Control & Environment:

The phased Action Plan is supported. We ought to endeavour to meet compliance requirements and / or demonstrate a commitment thereto, even if this is undertaken in a defensibly phased manner.

RECOMMENDED

1. that Council note the Pre-Compliance Notice and associated risks at the Suurbraak Waste Disposal Facility.
2. that Council acknowledge the significant legal, financial, reputational, and environmental exposure if non-compliance continues.
3. that the submitted phased Action Plan to DEA&DP, be approved.
4. that Council note that full immediate compliance is not feasible and that the phased approach provides a defensible path while pursuing closure/conversion.
5. that Council prioritise the allocation of funding (R581 476) starting in the 2026/27 financial year to implement critical compliance interventions identified in the Action Plan.
6. that Council prioritises the filling of key posts (e.g., Site Foreman) and interim use of EPWP workers.
7. that Council support applications for MIG/other external funding for long-term requirements.

8. that Council in-principle approve the conversion of the site to a compliant Drop-Off facility (potentially in municipal yard, away from existing waste body), subject to funding and approvals.

9.1.19

Item number A65. 31.03.2026

RECONSIDERATION OF THE WAY FORWARD REGARDING THE RENTAL AND USE OF THE RAILTON SPORTS FACILITY BY DIFFERENT SPORTING CODES UNDER THE UMBRELLA OF THE SWELLENDAM SPORTS FORUM

Report of	Mr L Mralasi
Department	Department of Community Services
Section	Sport and Recreation
File Number	17/6/1/2/1

PURPOSE

To request that Council reconsider the current approach to the rental and use of the Railton Sports Facility by sporting codes under the Swellendam Sports Forum, and to instruct administration to develop a fair, practical, and coordinated interim framework for its use and management.

FACTS AND BACKGROUND

Council previously considered the introduction of a tariff structure for the use and management of the Railton Sports Facility.
At its meeting held on 29 May 2025, Council resolved that the proposed tariff structure for the management of the Railton Sports Facility be included in the 2025/2026 tariff structure, subject to a public participation process to be concluded by 30 June 2025, and that the necessary Rules and Conditions of Use be prepared and implemented before the introduction of the tariff structure. The tariff structure as approved by Council is as follows:

Schools (Netball and Cricket)
Annual deposit: R150
Per game: R50
Practice: Free

Soccer
Annual deposit per club: R500
Practice per month (2 x per week): R200
Per game: R350
Tournament (maximum 3 games): R700

Tournament deposit: R1 500

Cricket
Annual deposit: R500
Practice (2 x per week):   R100
Per game: R200

Netball
Annual deposit: R500
Practice (2 x per week) R100
Per game: R200
Tournament deposit: R1 500
Event Usage : R500

Clubhouse facilities
Deposit : R250
Usage fee (per 3 hour slot) R150
Each club will be responsible for procuring its own electricity.
A booking form with all the rules and use permit will be signed for each and every booking. The on-site caretaker will oversee facility access, perform inspections and report transgressions.

Following that resolution, the affected sporting codes and schools were engaged and allowed to submit written comments on the proposed tariffs, Rules, and Conditions of Use.

Written inputs received from the sporting codes through the Swellendam Sport Forum are attached as **Annexure A.28 to Annexure A.30.**

At its meeting held on 28 August 2025, Council further resolved to note the report on the public participation process, to implement the tariffs for the use of the Railton Sports Facility with effect from 1 September 2025, and to approve the Rules and Conditions of Use for implementation by the Department of Community Services as per Council resolution A136/28/08/2025.

Despite these steps, ongoing engagement with the Swellendam Sports Forum has revealed significant practical concerns with the current and proposed rental and use arrangements. These include issues of affordability, facility condition, shared use among sporting codes, maintenance gaps, inadequate access and conduct control, theft, vandalism, and a lack of reciprocal service delivery obligations from the Municipality.

Feedback shows broad support for a structured and accountable usage system but also indicates the need to revisit the need to revisit the current approach in a more balanced and coordinated way. Sporting codes have stressed the importance of a fair, differentiated model that considers community sport realities, developmental roles, affordability, shared infrastructure, and support. It has been noted that there must be clarity on accountability when municipal property, sporting infrastructure, changerooms, ablution facilities, fencing, nets, pavilions, or other components of the facility are damaged, vandalised, or when equipment or infrastructure is stolen.

DISCUSSION

The Railton Sports Facility is a shared multi-code facility used by several sporting bodies and community groups. It cannot be managed as an ordinary rental venue without due regard for the operational realities of different sporting codes.

Although Council has approved tariffs and Rules and Conditions of Use, the current question is whether the existing approach remains appropriate given operational experience, feedback from organised sport, and the need for a fair, workable, and sustainable model.

The existing Rules and Conditions of Use already impose obligations on users regarding bookings, deposits, conduct, cleanliness, damage, inspections, and compliance. Those provisions remain necessary. However, further input from sporting bodies indicates that the current framework requires refinement to ensure a more balanced arrangement that also addresses the Municipality's obligations regarding maintenance standards, cleaning, access control, safety, coordination between user groups, and the protection of municipal property.
The Sports Forum has identified the following central issues.

Firstly, the condition of certain facilities and services does not yet meet a standard that reasonably justifies charging normal tariffs. Where infrastructure is damaged, practice facilities are compromised, ablution facilities are poorly maintained, and access control is inadequate, user dissatisfaction is understandable and justified.

Secondly, there is a lack of clarity about reciprocal responsibilities. If sporting bodies must sign agreements and accept responsibility for payment, conduct, and compliance, the Municipality should also commit to minimum standards for maintenance, cleanliness, access management, and service delivery.

Thirdly, better coordination between sporting codes is needed. Overlapping activities have caused tensions regarding fields, training spaces, change areas, spectator areas, and shared infrastructure. The Swellendam Sports Forum is the appropriate platform for managing and coordinating these issues.

Fourthly, theft, vandalism and accountability require clear, practical regulation. While current Rules address some responsibilities, organised sport has raised concerns about unauthorised access, spectator behaviour, theft, vandalism, and unclear liability. A revised framework should establish clear reporting lines, incident registers, accountability measures, investigation procedures, and consequences for theft, vandalism, negligent damage, or non-compliance. Therefore, the Council must reconsider the current approach to ensure that the rental and usage model is fair, realistic, enforceable, and supportive of community sporting bodies that contribute financially. The issue is whether the present rental model, in its current form and under current conditions, is appropriate and capable of fair implementation.

A revised interim approach should consider the facility's actual condition, differentiated use by sporting codes, fair or discounted tariffs where conditions are sub-standard, the developmental role of community sport, shared responsibilities, clearer operational rules for access and scheduling, the coordinating role of the Swellendam Sports Forum, and explicit provisions for theft, vandalism, damage, and accountability.

LEGAL IMPLICATIONS

- The Constitution of the Republic of South Africa places developmental responsibilities on local government to promote social and economic development and to encourage community involvement in local government.
- The Municipal Systems Act 32 of 2000 requires municipalities to ensure that municipal services are provided in a manner that is equitable, accessible and responsive to community needs.
- The Municipal Finance Management Act 56 of 2003 requires municipalities to manage municipal assets and revenue responsibly, while ensuring that decisions relating to tariffs and the use of municipal facilities are lawful, rational and properly considered.

- Council is entitled to reconsider the implementation and practical operation of the current rental approach where further operational concerns have been raised and where a revised interim arrangement may better serve the public interest, provided that any amended approach remains aligned with Council's tariff framework or is referred through the appropriate adjustment process where necessary.

Any revised framework must also adequately protect municipal property and provide for reasonable measures to address theft, vandalism, negligent damage, and non-compliance by users or associated persons.

FINANCIAL IMPLICATIONS

Reconsidering the current rental approach may reduce short-term rental income if discounted, phased or differentiated tariffs are introduced.

However, this must be weighed against the facility's current condition, the risk of disputes and non-payment under inflexible arrangements, the public benefit of organised community sport, the need for a strong relationship between the Municipality and sporting bodies, and the financial risks from theft, vandalism, and damage where accountability is lacking.

A revised model may still include reasonable user contributions, differentiated tariffs, deposits where appropriate, cost recovery based on actual use, electricity charges where applicable, and provisions to recover losses from damage, theft, or vandalism attributable to specific user groups, events, participants, or spectators.

PERSONNEL IMPLICATIONS

The Directorate of Community Services and relevant municipal officials will need to work with the Swellendam Sports Forum and affected sporting codes to develop a revised interim framework for the facility's use and management. Officials will also need to establish practical procedures for booking administration, inspections, incident reporting, record keeping, supervision, and coordination between user groups regarding maintenance, theft, vandalism, and general facility management.t.

COMMUNICATION IMPLICATIONS

Council's decision must be communicated clearly to all sporting bodies using the Railton Sports Facility, emphasising fairness, accountability, coordinated use, support for community sport, protection of municipal property, and the Municipality's commitment to proper governance.

COMMENTS FROM DEPARTMENTS

To be provided by the relevant Directorates.

RECOMMENDED TO COUNCIL

1. that Council takes note of:

    1.1 the previous Council resolutions relating to the Railton Sports Facility tariff structure and Rules and Conditions of Use; and

    1.2 the holistic inputs received from organised sport under the umbrella of the Swellendam Sports Forum regarding the current and proposed rental and use arrangements for the Railton Sports Facility.

2. that Council reconsiders the current way forward regarding the rental and use of the Railton Sports Facility by the different sporting codes operating under the umbrella of the Swellendam Sports Forum.

3. that Council resolves that the current implementation approach be reviewed and, where necessary, adjusted through a revised interim framework for the use and management of the Railton Sports Facility.

4. that the Municipal Manager be instructed to engage with the Directorate of Community Services, the Swellendam Sports Forum and all affected sporting codes to develop a revised Interim Framework for the Use and Management of the Railton Sports Facility.

5. the revised interim framework must include:

    5.1 differentiated or discounted tariffs where appropriate;

    5.2 clear terms of use and allocation of spaces;

    5.3 reciprocal responsibilities between the Municipality and user groups;

    5.4 minimum standards relating to maintenance, cleanliness and access control;

    5.5 a dispute-resolution and scheduling mechanism between sporting codes;

    5.6 clear provisions dealing with theft, vandalism, damage to municipal property and accountability, including incident reporting, investigation, recovery of losses where applicable, and consequences for non-compliance; and

    5.7 a report on current facility shortcomings and proposed remedial actions.

6. that the revised Interim Framework for the Use and Management of the Railton Sports Facility be submitted to Council for consideration within 60 days.

9.1.20

Item number A66. 31.03.2026

PROVISION OF HOUSEHOLD WATERBORNE SEWER CONNECTIONS TO HOUSEHOLDS IN RAILTON, SWELLENDAM

Prepared by the Manager Water and Sanitation, Mr J. Booysen

Department	Infrastructure and Planning Services
Section:	Water and Sanitation
File number	16/1/1/R

PURPOSE OF THE REPORT

The purpose of this report is to provide feedback to council concerning the provision of 20 household waterborne sewer connections in Railton, Swellendam. This initiative aims to improve the quality of life for vulnerable residents, which still uses outside toilets.

FACTS AND BACKGROUND

Most households in Treu-, Siegelaar- and Sofietjie street in Railton currently lack access to adequate sanitation facilities, which poses health risks and affects their dignity, especially that of the elderly and disabled. Providing waterborne sewer connections would not only enhance public health but also ensure that our elderly and disabled population can live in safer and more comfortable conditions.

The waterborne sewer project was rolled out in a phased approach, whereas phase one was the installation of the waterborne sewer line on the street boundary, phase two as the current phase, entails the installation of a sewer connection one meter within the erven boundary of the property owners.

DISCUSSION

The issue of discomfort, negatively impacting on human dignity, has been raised in community meetings since 2021. The Department of Human Settlements indicated that there is no funding available in any of their support grants to provide for placing external toilets inside homes. The moving of toilets from outside the main house into the main house does not constitute an upgrading of service within the national housing code. Their opinion is that this would result in beneficiaries benefitting twice.

The Municipality availed funding to assist with the moving of external toilets inside. According to the national housing policy, preference should be given to permanently disabled and older persons that experience mobility challenges.

It is unfortunately, clear that the Municipality do not have sufficient funding to accommodate all erven. In order to assist as many people as possible, the Technical Department proposes that waterborne sewer connections be brought one meter within the private properties and the home owner then have to undertake the necessary changes to move the external toilets, inside, at own cost.

Preference should be granted to the elderly and permanently disabled. A list of affected erven and properties are Annexed hereto.

LEGAL IMPLICATIONS

Local Government: Housing Policy Framework

Housing Act,107 of 1997 as amended

RSA Constitution, 1996

Local Government: Municipal Finance Management Act, 2003

FINANCIAL IMPLICATIONS

As per budget allocation available (R186 415)

PERSONNEL IMPLICATIONS

None

COMMUNICATIONS IMPLICATIONS

Communication with affected property owners

COMMENTS FROM DEPARTMENTS

DIRECTOR: COMMUNITY SERVICES

As per report.

DIRECTOR: FINANCIAL SERVICES

Own funds is to be utilised for this project.

DIRECTOR: INFRASTRUCTURE

As per report.

MUNICIPAL MANAGER

As per report

RECOMMENDED

1. that Council prioritizes the installation of household waterborne sewer connections in Railton, targeting residents aged above 60 who are living on pension as well as the permanently disabled
2. that Council approves works on the referred private properties (sewer connection installation one meter beyond erven boundary) in order to improve the living conditions and restore dignity to the most vulnerable members of society.
3. that the Town Planning and Building Control Division assist with the consideration of the standard building plan template for the ablution facilities.

9.1.21

Item number A67. 31.03.2026

UPGRADE OF SERVICES: INFORMAL SETTLEMENT, SWELLENDAM

Report by the Municipal Manager	Name: Mrs. A. Vorster
Department	Municipal Manager
Section	Human Settlements
File Number	7/2/3/1/1

PURPOSE OF REPORT

To inform Council on the delay of the upgrade of services in the Informal Settlement, Swellendam.

FACTS AND BACKGROUND

Swellendam Municipality was allocated funds for the block development of the Informal Settlement in Swellendam. The first phase of these funds, that includes a relocation of about 100 structures within the area where services are to be installed, needs to be concluded by 30 June 2026 or funds will be lost.

The project is being delayed as there are 11 persons that erected livestock camps in the area where the services have to be installed. The refusal of these 11 persons to relocate their animals is putting the project at risk.

DISCUSSION

The Municipality's Human Settlements Division had several engagements with the representative committee for this development and also with the affected 11 livestock owners. Several options for relocation was provided, but refused.

The Municipality is now offering Camp 45G, which is securely fenced. A water tank will be provided at the camp. The camp is a portion of the land where the Municipality proposed a compost garden development. ASLA also offered a once-off feed allocation to the livestock owners. The Municipality intend to enter into a formal lease agreement with the 11 livestock owners so that they can obtain assistance from the Department of Agriculture. In addition, the animals will not be allowed to roam freely due to the risk of Foot and Mouth Disease.

Should the offer not be accepted by 1 April 2026, the Municipality will have no other option than to impound the livestock and continue with the project.

The Municipality also commenced with the profiling of the structures that have to be moved. It is estimated that about 60% of these structures are inhabited by foreign nationals.

LEGAL IMPLICATIONS

Municipal Systems Act, 2000
Municipal Finance Management Act, 2003 (MFMA)
Occupational Heath and Safety Act, 1993
Swellendam By-Law relating to the Impoundment of Animals, 2015

FINANCIAL IMPLICATIONS

The rental cost of commonage land is contained in the municipal budget and should be shared amongst the 11 livestock owners.

Should the removal of the livestock structures not happen, the project will be delayed and funding will be lost. Moreover, critical services to improve the living conditions of the residents in the Informal Settlement will be lost.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

Engagement with the livestock owners as well as the Representative Committee for the Upgrade is taking place on a continuous basis.

COMMENTS FROM DEPARTMENTS

Director: Financial Services

As per report

Acting Director: Infrastructure and Planning Services

As per report

Acting Director: Community Services

As per report

Municipal Manager

As per report

RECOMMENDED

1. that Council note the risk, posed by 11 persons refusing to relocate their livestock camps, to the upgrade of the Informal Settlement project.
2. that Camp 45G be allocated for lease to the 11 livestock owners at Matjoks.
3. that, should the livestock not be relocated to Camp 45G by 1 April, the livestock be impounded.
4. that all efforts be made to implement the upgrade of the informal settlement, Swellendam, phase 1, by 30 June 2026.

9.1.22

Item number A68. 31.03.2026

2026-2027 DRAFT INTEGRATED DEVELOPMENT PLAN (IDP) REVIEW

Integrated Development Officer:	D Jonas
Department:	Office of the Municipal Manager
Section:	Integrated Development Planning
File number	12/2/3/33

PURPOSE OF REPORT

The purpose of the report is to table to Council the 2026-2027 Draft Integrated Development Plan (IDP) Review (4th Review of the 2022-2027 IDP), which includes the approved Swellendam Municipal Spatial Development Framework (SDF) as a core component of the IDP for public consultation.

FACTS AND BACKGROUND

In terms of the Municipal Systems Act, Section 28, Council adopted the 2025/2026 IDP/Budget/SDF Time Schedule of key deadlines on the 28 August 2025, Item A151/28/08/2025 and that the existing Municipal Spatial Development Framework (SDF) forms part of the IDP reviewing process.

The Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) states:

Section 34: *"A municipal council must review its integrated development plan annually in accordance with an assessment of its performance measurements and to the extent that changing circumstance so demand..."*

Section 26(e): *"An integrated development plan must reflect a spatial development framework which must include the provision of basic guidelines for a land use management system for the municipality."*

The first round of the 2025/2026 Time Schedule of key deadlines was set for October to December 2025. However, due to the by-election in Ward 6 of Swellendam, held on 15 October 2025, the Ward 6 IDP meeting took place on 3 December 2025, following the election of the newly appointed Ward 6 committee members.

The second round of the 2025/2026 Time Schedule of key deadlines (Process Plan) will be shared with the public in terms of Section 21 of the Local Government Municipal Systems Act (Act 32 of 2000).

DISCUSSION

The Fourth Review of the 2022-2027 IDP will contribute to the review of the Municipality's 5-year Plan, as well as inform the Service Delivery and Budget Implementation Plan (SDBIP) with the

Budget and individual performance agreements of staff. It is therefore imperative that the 2026-2027 Draft IDP Review be read in conjunction with the 5-year IDP adopted on 31 May 2022.

The approved 2026/2027 Draft IDP Review will be advertised for public comment/inputs **04 May 2026.** The final Wards 1-16 priority list and public inputs will be presented at the Strategic Budget Summit by the Executive Mayor for consideration in the final 2026-2027 Budget.

Council should take note of the scheduled dates for the 2nd round of IDP/Budget/SDF Meetings as below:

Ward	Area	Venue	Date	Time
Ward 3	Suurbraak	Community Hall	07 April 2026	18h00
Ward 2	Barrydale	Fortshaven Hall	08 April 2026	19h00
Ward 3	Buffeljagsrivier	Anglican Church	09 April 2026	19h00
Ward 1	Swellendam	Town Hall	13 April 2026	19h00
Ward 3	Malgas	Malgas Hotel	14 April 2026	11h00
Ward 3	Infanta	Infanta: To be confirm with the residents	14 April 2026	15h00
Ward 4	Swellendam	Railton, Community Hall	15 April 2026	19h00
Ward 5	Swellendam	VRT Pitt School Hall	16 April 2026	19h00
Ward 6	Swellendam	Railton Community Hall	20 April 2026	19h00
Strategic Budget Summit (SBS)	Swellendam	Town Hall	12 May 2026	19h00

Please note the above dates may be subject to change.

LEGAL IMPLICATIONS

1. Municipal Systems Act 32 of 2000
2. Local Government Municipal Systems Act – Chapter 5
3. Section 20 of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013)
4. Section 10 of the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014
5. Section 10(2) of the Swellendam Municipal By-Law on Municipal Land Use Planning, 2020; Municipal Finance Management Act 56 of 2003
6. Municipal Planning and Performance Management Regulations, 2001
7. Municipal Budget and Reporting Regulations, 2009

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENT FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure Services

None

Comment from Municipal Manager

The recommendation is supported.

RECOMMENDED

1. that Council adopt the 2026-2027 Draft Integrated Development Plan (IDP) Review, Fourth Review of the 2022-2027 IDP, including the approved Swellendam Municipal Spatial Development Framework (SDF) as a core component of the IDP, for public participation
2. that the 2026-2027 Draft Integrated Development Plan (IDP) Review be published for comments/inputs until **04 May 2025**.
3. that Council take note that the existing Swellendam Municipal Spatial Development Framework (SDF) will be revised in 2027/2028 to ensure alignment with the next 5-year IDP development cycle.

9.1.23

Item number A69. 31.03.2026

BUDGET FOR 2026/2027 MTREF

Report of the Director: Financial Services: Miss E Wassermann

Department	Financial Services
Section	Budget and Expenditure
File number	5/1/1

Annexures

Annexure – Annual Budget report and budget schedules for Public Participation. The Budget schedules and report will be distributed separately.

PURPOSE OF REPORT

The purpose of the report is to present the Draft Budget for the 2026/2027 MTREF to be approved by Council.

FACTS AND BACKGROUND

The highlights from the Budget Circular, the impact of the ongoing conflict in Iran and key allocations are as follows:

a) Economic and Fiscal Context

Economic growth remains modest, with GDP projected to average 1.8 per cent over the medium term. Inflation is expected to stabilise at around 3.4 per cent in 2026, but risks from geopolitical tensions, exchange rate volatility, administered prices and animal disease outbreaks remain elevated.

The conflict in Iran has already influenced the South African economy by contributing to significantly higher global oil prices. These developments are expected to lead to increased transport and logistics expenses, rising food costs, and elevated production expenditures throughout various sectors.

Higher fuel prices quickly feed into headline inflation, reversing the recent trend toward reduced price pressures. Economists indicate that such increases serve as cost-push shocks, impacting both households and businesses.

Consequently, the South African Reserve Bank (SARB) may need to postpone or moderate planned interest rate reductions, even though inflation had previously moved toward the lower end of the target range. Delaying these measures could diminish household purchasing power, prolong higher borrowing costs, and suppress consumer demand.

Key growth-sensitive sectors affected include:

- Transport and logistics
- Agriculture (fuel-intensive planting and harvesting)
- Mining and manufacturing
- Tourism and aviation (due to jet fuel costs)

For government and municipalities, escalating fuel prices result in higher operating costs for vehicle fleets, waste collection, water services, capital projects (materials, transport, contractors), and impact the demands on service delivery.

Simultaneously, weaker economic growth restricts revenue collection, placing additional pressure on already strained municipal finances. Therefore, municipalities must adopt a cautious and pragmatic approach in planning revenue and expenditures.

b) Government Conditional and Unconditional Grants

Direct allocations to local government total R182.3 billion in 2026/27, made up of R110.1 billion in the local government equitable share; R54.7 billion in direct conditional grants and R17.5 billion in the General fuel levy sharing with metros.

These allocations alleviate some of the financial pressures, particularly in basic services, where the costs of providing services are rising.

National Treasury has introduced Targeted and Responsible Savings (TARS) to eliminate wasteful and low-priority spending. Reforms to the conditional grants system aim to streamline funding and protect infrastructure investment.

c) Swellendam Combined National and Provincial Allocations for 2026/2027

For the 2026/27 financial year, the Swellendam Municipality's direct allocation envelope is approximately R100.721 million, distributed as follows:

National allocations total R80.722 million:

- Equitable Share: R52.038 million
- Conditional Grants: R3.456 million
- Infrastructure Conditional Grants: R25.228 million

The equitable share continues to serve as the primary flexible funding source for the municipality. The balance consists of conditional grants earmarked for specific purposes.

Provincial direct allocations amount to R19.999 million, detailed below:

- Library Service (Replacement funding for vulnerable B3 municipalities): R6.791 million
- Human Settlements Development Grant (Beneficiaries): R2.451 million

- Informal Settlements Upgrading Partnership Grant: R2.905 million
- Financial Assistance for Maintenance and Construction of Transport Infrastructure: R2.796 million
- Municipal Water Resilience Grant: R2.400 million
- Regional Socio-Economic Projects (RSEP) – Municipal Projects: R1.000 million
- Development of Sport and Recreation Facilities: R0.656 million

Smaller outer-year provincial allocations are anticipated for:

- Title Deeds Restoration Grant: R300,000
- Thusong Service Centres Grant: R300,000

The Human Settlements Development Grant is expected to increase to R43.9 million in subsequent years, signifying an enhanced housing pipeline.

Despite these increased allocations, the equitable share remains the principal source of flexible funding. Most additional funds are limited in scope, intended for designated uses only, and not available for discretionary local expenditure.

d) Service Delivery Impact

Libraries: The allocation of R6.791 million towards libraries represents a substantial investment, enabling the provision of services that smaller municipalities might otherwise be unable to support through their own income. This funding alleviates financial pressure and safeguards an essential community resource.

Housing and Informal Settlements: The Human Settlements Development Grant and the Informal Settlements Upgrading Partnership Grant demonstrate continued activity within the housing sector. Increased allocations for future years signify ongoing provincial commitment to effective housing delivery.

Roads and Transport Infrastructure: An allocation of R2.796 million for transport infrastructure facilitates maintenance and construction projects. Although this funding is supportive, it may not fully resolve existing infrastructure backlogs.

Water Resilience: The R2.400 million Municipal Water Resilience Grant is strategically significant. In light of recent drought conditions and water restrictions, this allocation contributes to enhanced resilience, supply security, and long-term risk management.

Sport and Community Infrastructure: Allocations of R656,000 for sport and recreation facilities and R1 million through the RSEP program, although modest, offer opportunities for tangible community improvements and deliver both social and political benefits.

Overall, Swellendam's funding outlook remains stable and optimistic, with robust support for infrastructure, water resilience, libraries, housing, and community amenities. These targeted investments create pathways for impactful advancements within the municipality.

e) Infrastructure and Service Delivery

The circular highlights severe deterioration of municipal infrastructure, particularly in water, sanitation, electricity and transport services. Municipalities must prioritise repairs and maintenance, reduce non-revenue water, implement cost-reflective tariffs and reinvest service revenues into infrastructure.

f) Governance, Risk and Compliance

Municipalities are cautioned against transition risks ahead of local government elections. From 2026/27, National Treasury will enforce stricter compliance with funded budget requirements. Non-compliance with equitable share, conditional grants and mSCOA requirements may result in withholding of funds.

g) Transparency and Accountability

Municipalities are required to submit procurement spend data, employee information and audit management reports via the GoMuni platform to strengthen transparency and accountability.

h) Conclusion

The 2026/27 MTREF guidance requires credible, funded and outcome-focused municipal budgets. Councils must exercise strong oversight to ensure financial sustainability and protect infrastructure investment.

DISCUSSIONS

1. Capital Budget

The proposed inputs received which impact projects on the capital budget for 2026/2027 are as follows:

a) Municipal Infrastructure Grant and Counter Funding (MIG)

		Total		**R 13 285 396**	**R 42 234 871**	**R 57 773 370**
Section	**Project Description Filter**	**Region**	**Fund Abb**	**Draft Budget 2026/27**	**Draft Budget 2027/28**	**Draft Budget 2028/29**
Roads & Stormwater	Upgrading of Buffeljags Bulk Stormwater	Buffeljags	MIG	-	-	5 073 506
Roads & Stormwater	Upgrading of Buffeljags Bulk Stormwater	Buffeljags	CRR CF	-	-	1 014 701
Waste Water Services	Barrydale (Smitsville) Upgrade WWTW (CF)	Barrydale	CRR CF	3 202 759	4 725 883	-
Waste Water Services	Barrydale (Smitsville) Upgrade WWTW	Barrydale	MIG	7 077 806	10 443 771	-

Water Services	Swellendam (Railton): Bulk Water Reticulation and Distribution	Swellendam	CRR CF	573 913	-	-
Water Services	Swellendam (Railton): Bulk Water Reticulation and Distribution	Swellendam	MIG	438 933	-	-
Water Services	Upgrading of Buffeljags WTW	Buffeljags	MIG	-	-	5 073 506
Water Services	Upgrading of Buffeljags WTW	Buffeljags	CRR CF	-	-	1 014 701
Sport & Recreational Facilities	Upgrading Suurbraak Sport Facility	Suurbraak	MIG	1 653 348	-	-
Sport & Recreational Facilities	Upgrading Suurbraak Sport Facility (CF)	Suurbraak	CRR CF	338 637	-	-

b) Water Services Infrastructure Grant (WSIG)

		Total		**R 6 086 957**	**-**	**R 3 107 826**
Section	**Project Description Filter**	**Region**	**Fund Abb**	**Draft Budget 2026/27**	**Draft Budget 2027/28**	**Draft Budget 2028/29**
Water Services	Swellendam (Railton): Upgrade of Bakenskop and Railton Pumpstation, completion rising main to Railton reservoir	Swellendam	WSIG	6 086 957	-	3 107 826

c) Integrated National Electricity Programme

		Total		**R 3 913 043**	**R 6 205 217**	**R 5 459 130**
Section	**Project Description Filter**	**Region**	**Fund Abb**	**Draft Budget 2026/27**	**Draft Budget 2027/28**	**Draft Budget 2028/29**
Electro-Technical Services	Swellendam Railton 950 erven - Elec Infrastructure	Swellendam	INEP	3 913 043	-	-
Electro-Technical Services	Supply of Bulk infrastructure and electrification of informal settlements in Railton	Swellendam	INEP	-	6 205 217	5 459 130

d) *Capital Replacement Programme (CRR)*

Section	Project Description Filter	Region	Fund Abb	Draft Budget 2026/27	Draft Budget 2027/28	Draft Budget 2028/29
		Total		**R 13 451 000**	**R 5 050 000**	**R 4 940 000**
Roads & Stormwater	Access Road Gravel erf 8241 - Industrial Erven	Swellendam	CRR LD	-	1 000 000	-
Roads & Stormwater	Glen Barry Road reconstruction	Swellendam	CRR	-	3 250 000	-
Roads & Stormwater	Russel link reconstruction	Swellendam	CRR	1 600 000	-	-
Roads & Stormwater	Kerstraat heavy rehab phase 1	Swellendam	CRR	-	-	2 000 000
Waste Water Services	Upgrading N2 Sewer Pumpstation	Swellendam	CRR IND	1 000 000	-	-
Water Services	Upgrade of Irrigation pump station Suurbraak	Swellendam	CRR	-	-	300 000
Water Services	Suurbraak WTW Phase 2 Professional Fees	Suurbraak	CRR	-	-	1 000 000
Water Services	Steps and channel grids with railings for Swellendam WTW	Swellendam	CRR	150 000	-	-
Water Services	Upgrading of Suurbraak water pipeline from Weir to Water pumpstation	Suurbraak	CRR	-	-	250 000
Water Services	Upgrade pumpstation and rising main to Bakenskop reservoir	Swellendam	CRR	-	-	400 000
Water Services	Telemetry and Scada development	WoM	CRR	250 000	-	-
Water Services	Installation of new PH monitors	Swellendam	CRR	140 000	-	140 000
Electro-Technical Services	Shand/Gelderblom Street lights	Swellendam	CRR	180 000	-	-
Electro-Technical Services	Overhead and Underground Cables	Swellendam	CRR	350 000	-	-
Electro-Technical Services	Electricity provision for ICT tower Barrydale	Barrydale	CRR	250 000	-	-

Section	Project Description Filter	Region	Fund Abb	Draft Budget 2026/27	Draft Budget 2027/28	Draft Budget 2028/29
		Total		R 13 451 000	R 5 050 000	R 4 940 000
Electro-Technical Services	Scada monitoring system	WoM	CRR	400 000	-	-
Municipal Manager	Rebuild Thusong Centre Railton	Swellendam	CRR Build	7 671 000	-	-
Environmental & Waste Minimization	Installation and repositioning of fence by Bontebok Landfill	WoM	CRR	900 000	-	-
Environmental & Waste Minimization	Cage Truck	WoM	CRR	-	800 000	-
Environmental & Waste Minimization	Suurbraak Landfill Facilities	Suurbraak	CRR	560 000	-	-
Solid Waste Management	Container Vehicle (for drop off facilities)	WoM	CRR	-	-	850 000

e) Borrowing Leases – Vehicles

It is proposed that the municipality invest in the vehicle replacement program. The repair and maintenance costs for vehicles have increased in the last two years significantly. This increase is attributed to significant fleet repairs on refuse compactors, sewage trucks, bulldozers, and other vehicles. The following vehicles are proposed to be financed through a lease at an estimated annual cost of R1,485 050.

Section	Project Description Filter	Region	Fund Abb	Draft Budget 2026/27	Draft Budget 2027/28	Draft Budget 2028/29
		Total		R 6 100 000	-	-
Roads & Stormwater	Grader Gravel Roads	WoM	BORL	2 500 000	-	-
Environmental & Waste Minimization	21m2 Refuse compactor including lifter	WoM	BORL	3 600 000	-	-

f) Informal Settlements Upgrading Partnership Grant

Section	Project Description Filter	Region	Fund Abb	Draft Budget 2026/27	Draft Budget 2027/28	Draft Budget 2028/29
		Total		R2 905 000	-	-

Integrated Human Settlement	Security Fence at Swellendam Informal Settlement	Swellendam	ISUP	1 641 509	-	-
Integrated Human Settlement	Provision of Precast Toilets	Swellendam	ISUP	1 263 491	-	-

g) Regional Socio Economic Project programme / Sport

		Total		R 1 440 001	-	-
Section	**Project Description Filter**	**Region**	**Fund Abb**	**Draft Budget 2026/27**	**Draft Budget 2027/28**	**Draft Budget 2028/29**
Town Planning	Railton Walkway Project	WoM	RSEP	869 566	-	-
Sport & Recreational Facilities	New Grandstand Seats for Buffeljagsrivier Sport Facility	Buffeljags	Sport	570 435	-	-

h) Housing Service Delivery Programme

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		Total		R 1 000 000	R 13 500 000	R 29 300 000
Section	**Project Description Filter**	**Region**	**Fund Abb**	**Draft Budget 2026/27**	**Draft Budget 2027/28**	**Draft Budget 2028/29**
Roads & Stormwater	Raiton CBD - Roads	Swellendam	HSDG	293 341	-	-
Roads & Stormwater	Suurbraak 550 - Roads	Suurbraak	HSDG	-	4 500 000	9 766 667
Waste Water Services	Raiton CBD - Sewer	Swellendam	HSDG	525 375	-	-
Waste Water Services	Suurbraak 550 - Sewer	Suurbraak	HSDG	-	4 500 000	9 766 667
Water Services	Railton CBD - Water	Swellendam	HSDG	178 113	-	-
Water Services	Suurbraak 550 - Water	Suurbraak	HSDG	-	4 500 000	9 766 666
Electro-Technical Services	Raiton CBD - Electricity	Swellendam	HSDG	3 171	-	-

i) Capital from Revenue

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Section	Project Description Filter	Region	Fund Abb	Draft Budget 2026/27	Draft Budget 2027/28	Draft Budget 2028/29
		Total		R 2 754 000	R 2 310 000	R 2 790 000
Various Departments	Airconditioners and Building related projects	WoM	CRR REV	420 000	410 000	430 000
Various Departments	Furniture amd Office Equipment	WoM	CRR REV	267 000	110 000	130 000
Various Departments	ICT Equipment	WoM	CRR REV	480 000	550 000	550 000
Various Departments	Machinery and Equipment	WoM	CRR REV	622 000	480 000	500 000
Community Services	Fire skids	WoM	CRR REV	90 000	100 000	-
Fleet Management Services	New two-way radios	WoM	CRR REV	80 000	80 000	-
Property Management Administration	Security systems and cameras	WoM	CRR REV	350 000	400 000	400 000
Parks & Cemeteries	Ride on tractor	Barrydale	CRR REV	120 000	-	-
Parks & Cemeteries	New trailer	Suurbraak	CRR REV	50 000	-	-
PARKS & CEMETERIES	Canopy and Towbar (CCK 12957)	Swellendam	CRR REV	50 000	-	-
TRAFFIC CONTROL & LAW ENFORCEMENT	Double axle Cattle Trailer	WoM	CRR REV	70 000	-	-
ENVIRONMENTAL & WASTE MINIMIZATION	Recycling Drop off containers	WoM	CRR REV	80 000	100 000	100 000
ENVIRONMENTAL & WASTE MINIMIZATION	AHP Disposal Bins	WoM	CRR REV	75 000	80 000	80 000
SOLID WASTE MANAGEMENT	Dropoff Containers	WoM	CRR REV	-	-	600 000

Considering the above the funding sources for the total capital budget is as follows:

WC034 Swellendam - Table A5 Budgeted Capital Expenditure by vote, functional classification and funding

Description	Ref	2022/23	2023/24	2024/25	Current year 2025/26		2026/27 Medium Term Revenue & Expenditure Framework		
Rand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Budget Year 2026/27	Budget Year 2027/28	Budget Year 2028/29
Capital Expenditure - Functional									
Municipal governance and administration		**2 276 981**	**2 724 628**	**6 642 795**	**19 145 000**	**10 717 479**	**9 298 000**	**1 530 000**	**1 470 000**
Executive and council			6 605	11 355	-	-	127 000	70 000	70 000
Finance and administration		2 276 981	2 718 023	6 631 440	19 145 000	10 717 479	9 171 000	1 460 000	1 400 000
Internal audit					-	-	-	-	-
Community and public safety		**2 573 090**	**(3 297 717)**	**760 488**	**5 807 752**	**10 348 266**	**6 189 420**	**265 000**	**200 000**
Community and social services		648 770	401 879	161 848	230 000	210 219	190 000	190 000	140 000
Sport and recreation		1 495 487	185 955	477 670	4 627 752	5 194 461	2 907 420	35 000	-
Public safety		428 833	513 256	120 970	950 000	791 801	187 000	40 000	60 000
Housing			(4 398 807)		-	4 151 785	2 905 000	-	-
Health					-	-	-	-	-
Economic and environmental services		**27 301 200**	**8 010 605**	**19 994 916**	**18 869 061**	**16 867 653**	**5 312 907**	**8 800 000**	**11 816 667**
Planning and development		1 765 010	641 985	502 558	695 652	1 070 708	869 566	-	-
Road transport		25 536 190	7 368 620	19 492 358	18 173 409	15 796 945	4 443 341	8 800 000	11 816 667
Environmental protection					-	-	-	-	-
Trading services		**32 703 969**	**45 572 621**	**24 290 934**	**58 794 153**	**64 953 449**	**30 135 070**	**31 639 871**	**44 286 703**
Energy sources		2 605 907	11 791 993	12 051 515	14 995 095	19 357 257	5 096 214	6 205 217	5 459 130
Water management		18 449 214	25 737 363	2 792 470	34 650 355	35 387 233	7 917 916	4 620 000	21 177 699
Waste water management		10 377 918	4 169 345	6 150 405	8 788 703	9 534 336	11 905 940	19 769 654	15 954 874
Waste management		1 270 930	3 873 920	3 296 544	360 000	674 623	5 215 000	1 045 000	1 695 000
Other					**-**	-	-	-	-
Total Capital Expenditure - Functional	3	**64 855 240**	**53 010 137**	**51 689 133**	**102 615 966**	**102 886 847**	**50 935 397**	**42 234 871**	**57 773 370**
Funded by	-								
National Government		16 769 337	27 560 236	9 907 892	55 229 043	55 329 043	19 170 087	16 648 988	18 713 968
Provincial Government		30 834 921	17 837 835	7 885 916	9 627 652	12 749 802	5 345 001	13 500 000	29 300 000
District Municipality		497 730	457 383		-	40 000	-	-	-
Transfers and subsidies - capital (monetary allocations) (Nat / F					200 000	60 000	-	-	-
Transfers recognised - capital	4	**48 101 988**	**45 855 454**	**17 793 808**	**65 056 695**	**68 178 845**	**24 515 088**	**30 148 988**	**48 013 968**
Borrowing	6	7 211 461	3 229 386	7 277 164	6 050 000	9 058 753	6 100 000	-	-
Internally generated funds		4 653 803	1 202 211	20 995 798	31 509 271	25 649 249	20 320 309	12 085 883	9 759 402
Total Capital Funding	7	**59 967 252**	**50 287 051**	**46 066 770**	**102 615 966**	**102 886 847**	**50 935 397**	**42 234 871**	**57 773 370**

It is further proposed to improve capital spending that the capital grants be approved over a multi -year appropriation.

2. Operational Budget

Equitable Share

Function	FBS	Adjustment Budget	Draft Budget 2025/2026	Draft Budget 2026/2027	Draft Budget 2027/2028
Waste Management	Indigent 100%/Poor 50%	R8 634 790	R9 655 200	R10 282 788	R10 899 755
Finance and Administration (Property Rates)	First R750 000 exempted for Indigents/ R375 000 for poor exempted	R3 043 388	R3 017 270	R3 288 824	R3 584 818
Waste Water Management	Indigent 100%/Poor 50%	R11 274 157	R12 112 944	R12 863 947	R13 635 784
Water Management	6kl	R5 822 868	R6 777 657	R7 367 313	R7 846 188
Energy Sources	50kwh/20kwh	R2 924 033	R3 193 629	R3 488 082	R3 809 683
Executive and Council		R17 712 764	R17 281 300	R17 403 046	R16 028 772
Equitable Share	**Total**	**R49 412 000**	**R52 038 000**	**R54 694 000**	**R55 805 000**

Function	FBS	Adjustment Budget	Draft Budget 2025/2026	Draft Budget 2026/2027	Draft Budget 2027/2028
FBS Support	**Total**	**R31 699 236**	**R34 756 700**	**R37 290 954**	**R39 776 228**
	Percentage	**64%**	**67%**	**68%**	**71%**

For the 2026/2027 financial year, the indigent support program will accommodate an additional 230 households. Consequently, the funding for indigent support to provide free basic services will rise from R31,6 million to R34,7 million, reflecting a 10% increase and constituting 67% of the equitable share.

The DORA has further split the equitable share as follows:

Description	Type	Tabled Budget 2026/2027	Tabled Budget 2027/2028	Tabled Budget 2028/2029
Equitable Share	Revenue	R49 129 000	R51 684 000	R52 702 000
Special Support for Councillors Remuneration and Ward Committees	Revenue	R2 909 000	R3 010 000	R3 103 000
Equitable Share		**R52 038 000**	**R54 694 000**	**R55 805 000**
Remuneration of Councillors	Expenditure	R6 660 870	R6 927 305	R7 204 398
Ward Committees	Expenditure	R111 996	R115 692	R119 394
Pensioners Rebate	Expenditure	R95 315	R103 893	R113 243
Special Projects	Expenditure	R60 000	R61 980	R63 966
Admin Support	Expenditure	R572 656	R598 711	R625 354
Operational Costs	Expenditure	R318 040	R328 604	R339 192
FBS Support	**Total**	**R7 818 877**	**R8 136 185**	**R8 465 547**

Council should note the services offered in the informal settlement are not included in the equitable share. It is expected that this will be addressed once the block development begins. Currently, the services provided in the informal settlement include:

- Water standpipes and toilets;
- Refuse removal central point;

The municipality depends on the remaining balance of the equitable share to balance the budget. However, this does not imply that the municipality will reject any indigent applications on this basis.

Other Grants

Description	Abbreviation	Tabled Budget 2025/2026	Tabled Budget 2026/2027	Tabled Budget 2027/2028
Finance Management Grant	FMG	R2 000 000	R2 100 000	R2 200 000
Expanded Public Works Programme	EPWP	R1 457 000		
Human Settlement Grant	HUMS	R2 451 000	R1 111 000	
Library Services Replacement Grant	MRF	R6 791 000	R6 859 000	R6 927 000
Municipal Infrastructure Grant (PMU)	MIG PMU	R686 400	R738 100	R754 500
Municipal Infrastructure Grant (Infrastructure)	MIG	R3 871 513	R3 580 129	R4 188 488
Title Deed Restoration Grant	TDR		R150 000	R150 000
Municipal Water Resilience Grant	MWRG	R2 400 000		
Transport Grant & Sport	TRANS	R2 796 000	56 000	56 000
Thusong Grant	Thusong		R300 000	
	Total	**R22 452 913**	**R14 894 229**	**R14 275 988**

The EPWP grant is insufficient for the a 12 month allocations of EPWP workers. This resulted that the grant funding is exhausted by end March. The municpality is dependant on the EPWP workers to fufill gaps in the organisation. To supplement the EPWP Grant to maintain worker for a full year, the following additional provision are made to be funded from rates services:

- Protective Clothing R220 000
- EPWP Stipend R400 000

Property Rates

It is proposed that property rates tariff increase with 5.8%. Property Rates Revenue will increase from R65 930 676 to R69 574 444.

Electricity Services

It is proposed that the electricity tariffs increase with 9.22% in average based on the cost of supply study. Electricity revenue will increase from R151 726 845 to R166 456 615.

Nersa / Eskom has advised that the bulk tariff increase for municpalities are 9% for 2026/2027 financial year.

The rcost of supply study was used to determine the price increase for electricity. The higher price increase is subject to the tariff structure change of Eskom. For swellendam it is calculated at 9.22%.

The muncipality also plan to introduce a new tariff structure as per the cost of supply. It should be noted that the municpality gradually is loosing electricity revenue and to prevent this it is proposed that the new tariff structure be implemented. This will be implemented over 5 years.

Seprate meetings will be help on the impact of the cost of supply study and tariff structure change.

Water Services

It is proposed that the water tariffs increase with 8.80% in average. The tariffs will vary between 8.65% to 9.20% respectively. Water revenue will increase from R28 046 646 to R30 831 134.

Waste Water Management (Sewerage)

It is proposed that the severage tariffs increase with 5,8%. Sewerage revenue will decrease from R27 015 546 to R26 000 979. The reason for the decrease is lessor penalities on the industrial effluent.

Waste Management (Refuse)

It is proposed that the Refuse tariffs increase with 7%. Refuse revenue will increase from R18 140 335 to R19 538 089.

The complete tariff listing is attached under Annexure B.

Employee Related Cost

The employee related cost in total increase with 9.5% from R159 871 490 to R174 985 331which is 34% of total operating expenditure. Inclusive of Councillors the percentage increase to 35%.

Another method to look at the impact of employee related cost on the budget is to exclude the bulk purchases account. Taking this into consideration the impact of employee related cost on the budget are 49%.

Included in employee related cost is the following proposed post to be funded:

Directorate	Post Designation	Total Cost
Municipal Manager	Snr Clerk (Hr Administration)	R316 840
Financial Services	Assistant Accountant (AFS)	R620 660
	Scm Administrator	R188 521
	It Technician	R318 937
Community Services	Law Enforcement Officer x15	R248 884
	Examiner	R308 725
	General Assistant (Suurbraak)	R171 107
	General Assistant (Barrydale)	R87 609
Infrastructure & Planning Services	Water: Assistant Process Controller (Barrydale)	R110 023
	Water: Supervisor / Driver (Barrydale)	R97 307

	Administrative Assistant (Swellendam)	R134 175
	Artisan (Electrical)(Barrydale)	R256 830
	Water Treatment Works: Principal Process Controller (Class Iv) Swellendam	R230 904
	Waste Water Treatment Works: Class Iv Chief Process Controller (Swellendam)	R230 904
	Waste Water Treatment Works: Class Iv Principal Process Controller (Swellendam)	R230 904
	Waste Water Treatment: Assistant Process Controller (Swellendam)	R109 703
	Waste Water Treatment: Assistant Process Controller (Swellendam)	R109 703
	Waste Water: Supervisor / Driver (Swellendam)	R97 307
	Total	**R3 869 041**

These positions were budgeted for 6 months of the financial year. This will be reffered to the oganisational structure meeting for final approval.

Infleunce on consumer account

Rates and Service Charges	High Income		Middle Income		Affordable Range		Indigent Households	
	2025/2026	**2026/2027**	**2025/2026**	**2026/2027**	**2025/2026**	**2026/2027**	**2025/2026**	**2026/2027**
Property rates	R1 152,32	R1 219,15	R531,54	R562,37	R376,35	R398,17		
Electricity: Basic levy	R221,94	R277,80	R221,94	R277,80				
Electricity: Consumption	R3734,97	R3915,18	R3 247,8	R3 915,18	R1892,61	R2067,11	R822,48	R898,31
Water: Basic levy	R148,58	R161,66	R148,58	R161,66	R148,58	R161,66		
Water: Consumption	R649,46	R706,61	R537,75	R585,07	R429,08	R466,84	R264,21	R287,46
Sanitation	R442,64	R468,31	R442,64	R468,31	R442,64	R468,31		
Refuse removal	R304,01	R325,29	R304,01	R325,29	R304,01	R325,29		
Infrastructure Levy	R17,25	R18	R17,25	R18	R17,25	R18	R17,25	R18
Total	**R6 671,17**	**R7 092,00**	**R5 938,68**	**R6 313,68**	**R3 610,52**	**R3 905,39**	**R1 103,94**	**R1 203,77**
% Increase	**9,1%**	**6,3%**	**9,3%**	**6,3%**	**8,6%**	**8,2%**	**9,5%**	**9%**
Rand Amount	***R556,36***	***R420,83***	***R504,06***	***R375***	***271,52***	***R297,87***	***R94,47***	***R99,83***
% Increase Without Electricity	**6,9%**	**6,8%**	**6,6%**	**7%**	**6,5%**	**7%**	**6%**	**8,5%**
Rand Amount	***R174,13***	***R184,77***	***R121,82***	***R138,93***	***R104,17***	***R120,37***	***R14,96***	***R24***

Note:	• Property Value R1 500 000 • 1000 kWH Electricity • 35 kl Water	• Property Value R700 000 • 1000 kWH Electricity • 30kl Water	• Property Value R500 000 • 500 kWH Electricity • 25 kl Water	• Property Value R300 000 • 350 kWH Electricity • 20 kl Water

Operating and Expenditure

The budget reflects a cash deficit of R4.9 million for 2026/2027, which will affect the municipality's cash reserves, provisions, and future budgets. This outcome stems from efforts to reduce tariffs in order to make them more affordable, given the current economic environment. Although this is not an ideal situation, each expenditure requirement will be reviewed during the public participation process to mitigate the impact as much as possible.

Considering the above, the proposed revenue and expenditure framework can be sumarised below:

WC034 Swellendam - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2022/23	2023/24	2024/25	Current year 2025/26		2026/27 Medium Term Revenue & Expenditure Framework		
Rand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Budget Year 2026/27	Budget Year 2027/28	Budget Year 2028/29
Revenue									
Exchange Revenue									
Service charges - Electricity	2	98 360 990	116 095 184	132 763 506	156 494 623	151 726 845	166 456 615	181 776 919	198 508 948
Service charges - Water	2	22 509 485	24 718 345	26 802 606	27 430 453	28 046 646	30 831 134	33 513 313	35 691 581
Service charges - Waste Water Management	2	19 386 468	22 065 980	27 172 691	24 734 452	27 015 546	26 000 979	27 613 038	29 269 820
Service charges - Waste Management	2	12 749 212	14 731 601	16 697 688	18 079 571	18 140 334	19 538 089	20 808 065	22 056 549
Sale of Goods and Rendering of Services		2 900 105	59 715 906	135 844 720	94 509 825	109 075 760	3 260 134	3 367 719	3 475 485
Agency services		2 728 397	2 735 803	2 766 959	2 859 060	2 859 060	3 061 750	3 162 788	3 263 997
Interest earned from Receivables		1 854 960	1 761 379	1 854 833	2 028 736	1 577 463	1 824 983	1 931 127	2 045 241
Interest earned from Current and Non Current Assets		7 681 386	12 581 344	16 749 257	13 000 000	16 000 000	13 500 000	13 945 500	14 391 756
Dividends		1 647	1 830	2 036	2 000	2 000	2 074	2 142	2 211
Rental from Fixed Assets		992 735	751 032	792 809	824 371	728 191	824 278	851 478	878 725
Licence and permits		1 299 891	1 273 576	1 402 222	1 462 644	1 400 222	1 479 579	1 528 407	1 577 315
Development Charges							1 270 000	1 346 200	1 426 972
Operational Revenue		7 333 528	18 625 003	2 319 145	1 496 621	5 015 414	487 095	496 813	508 552
Non-Exchange Revenue						-	-	-	-
Property rates	2	50 115 613	56 640 568	61 757 423	66 090 113	65 930 676	69 574 444	75 836 144	82 661 398
Surcharges and Taxes		954 688	960 923	1 475 961	1 442 700	1 548 040	1 548 040	1 548 040	1 548 040
Fines, penalties and forfeits		42 513 801	48 858 074	54 795 779	57 078 420	52 699 420	51 785 745	50 829 292	48 884 055
Transfer and subsidies - Operational		55 072 018	62 242 450	64 829 468	69 708 566	76 662 631	76 809 312	70 519 012	71 366 032
Interest		325 152	403 829	354 334	395 472	292 653	388 500	404 040	420 202
Operational Revenue		3 313 585	3 390 680	3 803 168	4 108 293	3 667 351	4 096 604	4 430 318	4 761 178
Gains on disposal of Assets		333 897	281 081	3 123 179	200 000	200 000	1 000 000	1 000 000	1 000 000
Total Revenue (excluding capital transfers and contributions		**335 507 974**	**448 247 000**	**555 533 454**	**541 945 920**	**562 588 252**	**473 739 355**	**494 910 355**	**523 738 057**
Expenditure									
Employee related costs	2	108 483 916	118 864 342	128 300 286	159 871 490	157 883 746	174 985 331	181 362 708	189 447 317
Remuneration of councillors		5 607 290	5 822 776	5 828 799	6 404 682	6 404 682	6 660 870	6 927 305	7 204 398
Bulk purchases - electricity	2	79 694 101	98 123 267	116 634 824	135 182 265	134 699 147	146 468 408	159 932 726	175 497 673
Inventory consumed	8	16 384 783	16 783 987	18 165 997	12 938 443	12 569 796	11 743 555	12 084 040	12 466 794
Debt impairment	3	8 628 811	13 819 783	12 594 987	24 226 250	17 025 425	16 033 187	16 653 347	17 348 721
Depreciation and amortisation		16 161 143	27 339 902	43 031 391	21 527 313	36 789 799	38 600 471	40 490 736	42 474 324
Interest		8 846 959	10 071 519	9 902 958	10 226 294	9 454 294	9 269 494	9 228 850	8 322 046
Contracted services		29 357 755	90 022 435	177 508 249	137 258 977	158 866 670	55 870 989	50 341 209	50 947 051
Transfers and subsidies		530 350	1 102 117	1 072 997	1 420 000	1 490 000	665 000	669 785	691 219
Irrecoverable debts written off		26 792 798	20 398 961	28 393 991	24 374 038	25 604 038	26 658 188	26 897 147	27 142 907
Operational costs		26 162 191	28 907 066	26 312 114	30 799 935	33 174 284	31 600 652	32 069 008	33 157 670
Losses on disposal of Assets		1 051 528	989 424	8 035 970	-	-	-	-	-
Other Losses		-	262	580 608	-	-	-	-	-
Total Expenditure		**327 701 625**	**432 245 841**	**576 363 171**	**564 229 687**	**593 961 881**	**518 556 145**	**536 656 861**	**564 700 120**
Surplus/(Deficit)		**7 806 349**	**16 001 159**	**(20 829 717)**	**(22 283 767)**	**(31 373 629)**	**(44 816 790)**	**(41 746 506)**	**(40 962 063)**
Transfers and subsidies - capital (monetary allocations)	6	47 883 488	40 733 577	17 834 636	65 056 695	66 178 845	24 515 088	30 148 988	48 013 968
Transfers and subsidies - capital (in-kind)	6	933 090	4 689 055	5 622 362	-	-	-	-	-
Surplus/(Deficit) for the year		**56 622 927**	**61 423 791**	**2 627 281**	**42 772 928**	**34 805 216**	**(20 301 702)**	**(11 597 518)**	**7 051 905**

According to Schedule A8 the budget is funded despite the cash deficit projected for the 2026/2027 financial year.

3. Policies

The following budget-related policies will be submitted for public input:

Asset Management Policy

- Bad Debt Write-Off Policy
- Cash Management and Investment Policy
- Restriction Policy Policy
- Borrowing Policy
- Budget Implementation and Monitoring Policy
- Cost Containment Policy
- Customer Care Credit Control and Debt Collection Policy
- Financial Funding and Reserve Policy
- Indigent Support Policy
- Petty Cash Policy
- Rates Policy
- SCM Policy
- SCM Preferential Procurement Policy
- Tariff Policy
- UIFW Expenditure Reduction Policy
- SCM Infrastructure Procurement Policy
- Appointment of Consultancy Policy
- Consultancy Reduction Policy

LEGAL IMPLICATIONS

Chapter 4 of the MFMA and MFMA Circulars No. 129 and 130 provide guidelines for submitting municipal budgets to the Council for adoption.

In terms of Section 16 (2), the mayor must table the budget at least 90 days before the start of the budget year, and consider the views of the National and Provincial Treasury and the public before it is finally approved before the end of May 2025.

FINANCIAL IMPLICATIONS

As per the report of the Director of Financial Services.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

As per the report.

Acting Director: Infrastructure and Planning Services

None

Municipal Manager

None

RECOMMENDED

1. that Council approve the Tabling of the Draft Budget for the 2026/2027 year for Public Participation.
2. that the Tabled Budget be submitted to the National and Provincial Treasury.
3. that the public be invited to provide inputs to the Draft Budget.
4. that Council note the Budget-Related Policies for Public Participation and Input;
5. that the Tabled Budget, Budget-Related Policies and By-laws be placed on the Municipal Website.
6. that Council approve that the Draft Electricity tariffs per the cost of supply study be submitted to NERSA for consideration.
7. that Council note that the draft electricity tariffs were submitted for public participation and that a second round public partici[ation be done during April 2026.
8. that Council note the intention to take up further borrowings to the amount of R6.1 million over a 7 year period.

9.1.24

Item number A70. 31.03.2026

DRAFT SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN FOR 2026/2027

Report of the Municipal Manager: Mrs A. Vorster

Department	Office of the MM
Section	Performance Management
File number	5/1/1

PURPOSE OF REPORT

The Service Delivery and Budget Implementation Plan (SDBIP) is a detailed annual plan for implementing services using the approved budget for 2026/2027. This annual service delivery plan/ SDBIP is based on the approved IDP and Budget. The SDBIP serves as a contract between the municipality and the community on the services that the municipality commits to deliver over the twelve (12) months. It also helps to hold the municipality and its management accountable for the performance on the mentioned programmes and projects.

FACTS AND BACKGROUND

The Municipal Finance Management Act (MFMA) No 56 of 2003 requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their strategic planning tool, the Integrated Development Plan (IDP). The SDBIP is a contract between Council, administration & community. It gives effect to the IDP and budget of the municipality. The municipal budget shall give effect to the strategic objectives contained in the IDP. The SDBIP shall contain details on the execution of the budget & information on programmes & projects. There should be regular reporting on progress on the programmes or projects hence the performance evaluation have been indicated in the document. The SDBIP intends to empower councilors to perform their oversight responsibility better.

Section 69(3)(a) of the Municipal Finance Management Act, Act 56 of 2003(MFMA) requires the Accounting Officer to submit a Service Delivery and Budget Implementation Plan (SDBIP) to the Mayor:

- no later than 14 days after the approval of the Budget and drafts of the performance agreements as required in terms of Section 57 (1) (b) of the Municipal Systems Act, Act 32 of 2000.
- The Mayor must subsequently approve the SDBIP no later than 28 days after the approval of the Budget in accordance with section 53(1)(c)(ii) of the MFMA

Section 1 of the MFMA defines the SDBIP

The Service Delivery targets and key performance indicators is therefore submitted to Council for review. This provides the basis of measuring the performance in service delivery against end year targets and implementing budget. Please refer to **Annexure A.31 – SDBIP**.

DISCUSSIONS

The Draft SDBIP 2026/27 is required to be tabled with the draft budget and opened for public comments.

LEGAL IMPLICATIONS

Section 53(3)(b) of the MFMA; and

Section 57(1)(b) of the Systems Act

FINANCIAL IMPLICATIONS

Budget implementation

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure Services

None

Municipal Manager

None

RECOMMENDED

1. that Council approve the tabling of the draft SDBIP 2026/27 for public participation.
2. that the public be invited to provide inputs to the draft SDBIP 2026/27.
3. that Council note the Draft SDBIP 2026/27 information is aligned to the Draft budget and IDP;

4. that the Tabled Draft SDBIP 2026/27 be placed on the municipal website.

9.1.25

Item number A71. 31.03.2026

SALGA CIRCULAR 17: INTERVENTION ON DETERMINATION OF ELECTRICITY TARIFFS

Report by	A. Vorster
Department	Municipal Manager
Section	Administrative Support
File Number	5/5/2/2

PURPOSE OF REPORT

To inform Council of the contents of SALGA Circular 17/2026 regarding intervention on the determination of municipal tariff determinations.

FACTS AND BACKGROUND

SALGA has formally escalated concerns to President Cyril Ramaphosa regarding the widening gap between the cost of bulk electricity purchases and tariff increases approved by the National Energy Regulator of South Africa (NERSA).

NERSA recently approved electricity tariff increases of:

- 8.76% for Eskom direct customers
- 9.01% for municipal distributors (2026/27)

Electricity tariffs have increased significantly over time:

- Over 1,172% since 2007
- Compared to inflation of 174%

SALGA Circular 17 is attached as **Annexure A.32.**

DISCUSSION

SALGA expressed the firm view that the current trajectory is unsustainable and requested the Presidency to support urgent national engagement involving:

- NERSA
- Eskom
- National Treasury
- Department of Cooperative Governance and Traditional Affairs
- Municipalities

Municipal leadership is requested to note that the matter is receiving urgent attention at the highest level of government and to support SALGA's ongoing engagement with national stakeholders.

LEGAL IMPLICATIONS

Local Government: Municipal Finance Management Act, 56 of 2003
Local Government Municipal Systems Act, 32 of 2000
Local Government: Municipal Structures Act, 117 of 1998
Electricity Regulation Act, 4 of 2006
Municipal Electricity By-Law
Municipal Tariff By-Law

FINANCIAL IMPLICATIONS

None

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

As per report.

COMMENTS FROM DEPARTMENTS

Director: Financial Services

None

Municipal Manager

None

RECOMMENDED:

that the contents of SALGA Circular 17 regarding the intervention on municipal electricity determination be noted and that SALGA's ongoing engagements with national stakeholders be supported by Council.

9.1.26

Item number A72 31.03.2026

AUDIT ACTION PLAN FOR THE 2024/2025 AUDIT OUTCOME – MARCH 2026

Report of the Director: Financial Services: Ms. E. Wasserman

Department: Financial Services

Section: Financial Services

File number: 5/15/1/1

Annexures: Annexure A

PURPOSE OF THE REPORT

The report aims to inform the Council of the action plan audit findings received during the 2024/2025 audit outcome.

FACTS AND BACKGROUND

A snapshot of the audit outcome is presented below:

OVERALL AUDIT OUTCOMES

The overall audit outcome of the municipality is unqualified with no findings (a clean audit). This is the same as the previous year's audit outcome.

Audit results per outcome area

Outcome area	Movement	2024-25	2023-24	2022-23
Financial statements				
Annual performance report				
Compliance with legislation				
• Annual Financial statements, performance reports and annual reports				
• Expenditure management				
• Utilisation of conditional grants				
• Consequence management				

• Strategic planning and performance management				
• Revenue management				
• Asset management				
• Human resource management				
• Procurement and contract management				

Unqualified/No material Not findings audited

Qualified

Adverse/Pervasive material findings

Disclaimed/Pervasive material limitation

Material findings

Improvement

Regression

Unchanged

During the 2024/2025 audit, the Auditor-General issued twenty-two (22) communication of audit findings. Four of the communication of audit findings were however resolved or withdrawn by the Auditor-General. The remaining eighteen communication of audit findings contains twenty issues. The detailed audit findings are classified as follows:

a) Matters affecting the audit report – These matters should be addressed as a matter of urgency;
b) Other important matters – These Matters should be addressed to prevent material misstatements in the financial statements or material findings on the annual performance report and compliance with legislation in the future; also includes matters that significantly affected auditee performance;
c) Administrative matters – Matters do not directly impact the audit outcome or significantly impact auditee performance, but were communicated to assist with improving processes and mitigating risks.

The updated OPCAR report is attached as **Annexure A.33.**

A summary of the detailed audit findings is as follows:

Classification	Description	Number of Findings	Completed Actions	Outstanding Actions
A) Matters affecting the audit report	Financial	0	0	0
	Performance	0	0	0
	Compliance	0	0	0

B) Other Important Matters	Financial	11	8	3
	Performance	1	1	0
	Compliance	0	0	0
	Internal Control	0	0	0
	Delivery	0	0	0
C) Administrative Matters	Financial	0	0	0
	Performance	0	0	0
	Compliance	0	0	0
	Internal Control	8	2	6
	Delivery	0	0	0
	Total	**20**	**11**	**9**

The updated Audit Action Plan for the 2024/2025 audit is attached as **Annexure A.33.**

LEGAL IMPLICATIONS

Municipal Finance Management Act, No 56 of 2003

FINANCIAL IMPLICATIONS

The financial implications must be determined depending on the actions to be taken. Especially on ICT matters, financial implications will be referred to the 2025/2026 budget.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

The audit was completed on 30 November 2025. Most of the findings from the audit have been addressed and corrected during the audit.

Progress on the 2024/2025 audit findings and the audit action plan is reported to the Council and other stakeholders, including the National and Provincial Treasury, the Audit and MPAC committee, and Management meetings bi-monthly.

The only outstanding findings from the 2023/2024 financial year are the following:

ICT related matters and Implementation of the Water Services Development Plan.

These outstanding findings will be included in the 2024/2025 audit action plan going forward.

It is proposed that the Council take note of the updated audit action plan for the 2024/2025 audit.

Acting Director: Infrastructure and Planning Services

None

Municipal Manager

None

RECOMMENDED

1. that Council takes note of the 2024/2025 Audit Action Plan based on the audit findings.
2. that Council note the progress made on the 2024/2025 Audit Action Plan for 2024/2025.
3. that the progress on the Audit Action Plan be reported to the Council bi-monthly.

9.1.27

Item number A73. 31.03.2026

REPORT ON THE DESIGNATION OF AN ACTING EXECUTIVE MAYOR: SECTION 56(7) OF THE MUNICIPAL STRUCTURES ACT

Report by the Office of the Speaker, Alderman J. du T. Loubser

File Number 3/3/3/1

PURPOSE OF REPORT

This report is submitted to Council in terms of Section 56 (7) of the Municipal Structures Act, 1998 (Act No. 117 of 1998), which provides for the designation of an Acting Executive Mayor in the event of the non-availability or absence of the Executive Mayor.

FACTS AND BACKGROUND

Section 56(7) of the Municipal Structures Act stipulates that:

- If the Executive Mayor is absent or not available, and the Council does not have a deputy executive mayor, the Council must designate an Acting Executive Mayor.
- The Acting Executive Mayor assumes all powers, functions, and responsibilities of the Executive Mayor during the period of absence.

DISCUSSION

The Executive Mayor, Councillor H. F. du Rand, has indicated that he will be unavailable on official leave from 13 April 2026 until 10 May 2026.

This absence necessitates the designation of an Acting Executive Mayor to ensure continuity in governance and leadership.

Attached as **Annexure A.34** is a letter received from the Executive Mayor.

LEGAL IMPLICATIONS

Section 56(7) of the Local Government Municipal Structures Act, Act 117 of 1998.

FINANCIAL IMPLICATIONS

None

RECOMMENDED:

1. that it be noted that the Executive Mayor, Councillor H.F. du Rand, will be on official leave from 13 April 2026 until 10 May 2026.

2. that a Councillor be designated as Acting Executive Mayor for the duration of the Executive Mayor's absence.
3. that it be noted that the Acting Executive Mayor will exercise all powers and perform all functions of the Executive Mayor as provided for in the Municipal Structures Act.

9.1.28

Item number A74. 31.03.2026

APPROVAL OF AMENDED MACRO STRUCTURE OF SWELLENDAM MUNICIPALITY

Office of the Municipal Manager:	A Vorster
Department	Municipal Manager
Section	Human Resources
File number	4/3/3/2

PURPOSE OF REPORT

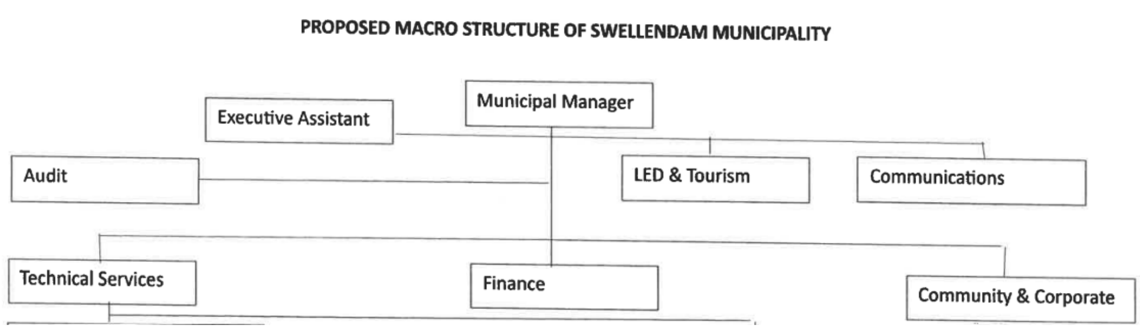
To propose that Council approve the amended macro structure.

FACTS AND BACKGROUND

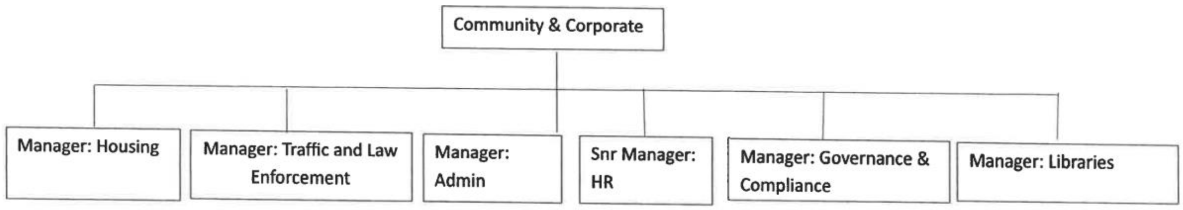
In terms of Council's decision, **Item A226/04/12/2025**, Council resolved as follows:

RESOLVED **Item A226/04/12/2025**

1. that Council resolve to amalgamate the Directorates Community Services with the previous Director Corporate Services with the following practical divisional shifts:
   a. that the Waste Management and Parks functions be moved to the Directorate Infrastructure and Planning Services each with a direct reporting line to the Director: Infrastructure and Planning Services.
   b. that the divisional units of Administrative Support Services, Human Resources and Legal Services, Governance and Compliance be amalgamated with the newly formed Department of Corporate and Community Services under the Director.
   c. that LED, Internal Audit and Communications be retained under the Municipal Manager.



Amalgamated Directorate:



DISCUSSION

Council should note that we have not received any feedback from the MEC in terms of our submission of the amended macro structure previously approved by Council.

Attached as **Annexure A.35** is the *current* staff establishment for ease of reference.

LEGAL IMPLICATIONS

Labour Relations Act, Nr 66 of 1995

Basic Conditions of Services Act, 75 of 1997

Local Government: Municipal Staff Regulations, 2021

Cost Containment Regulations, Government Gazette 42514, 2014

Local Government: Municipal Finance Management Act, Act 56 of 2003

Local Government: Appointment and conditions of employment of senior managers, 17 January 2014

Local Government: Municipal Systems Act, Act 32 of 2000

FINANCIAL IMPLICATIONS

As per current budget if Council continues with a four-team Senior Management.

PERSONNEL IMPLICATIONS

None

COMMUNICATION IMPLICATIONS

None

COMMENTS FROM DEPARTMENTS

Director: Community Services

None

Director: Financial Services

None

Director: Infrastructure Services

None

Municipal Manager

The approval of the macro structure with the subsequent advertising and filling of the Director Corporate- & Community Services is critical for the effective functioning of the administration, as it will provide the Municipal Manager with the opportunity to operate more strategically.

RECOMMENDED

1. that it be noted that no submissions or input was received from the Local Government MEC in the Western Cape.
2. that the amended macro structure be approved for immediate implementation.

9.1.29

Item number A75. 31.03.2026

COMMENCEMENT: RECRUITMENT AND SELECTION PROCESS FOR THE POSITION OF DIRECTOR CORPORATE- & COMMUNITY SERVICES

Report of the Municipal Manager : A. Vorster

Department	Municipal Manager
Section	Human Resources
File number	4/3/3/2

PURPOSE OF REPORT

To commence with the recruitment and selection process for a Director Corporate- & Community Services position in terms of the Regulations on Appointment and Conditions of Employment of Senior Managers, GN.R 21, published in GG 37245, dated 17 January 2014, together with the provisions of the Municipal Regulations on Minimum Competency Levels, GNR 493, GG 29967 dated 15 June 2017 and as amended by GN 1146, published in GG 41996 dated 26 October 2018.

FACTS AND BACKGROUND

The Director Community Services terminated his contract on 31 December 2025. After extensive consultation within the internal structures, Council resolved as follows per **Item A226/04/12/2025**:

RESOLVED **Item A226/04/12/2025**

1. that Council resolve to amalgamate the Directorates Community Services with the previous Director Corporate Services with the following practical divisional shifts:
   a. that the Waste Management and Parks functions be moved to the Directorate Infrastructure and Planning Services each with a direct reporting line to the Director: Infrastructure and Planning Services.
   b. that the divisional units of Administrative Support Services, Human Resources and Legal Services, Governance and Compliance be amalgamated with the newly formed Department of Corporate and Community Services under the Director.
   c. that LED, Internal Audit and Communications be retained under the Municipal Manager.

No feedback from the MEC was received in terms of our submission of the amended macro structure previously approved by Council.

We therefore may commence with the recruitment and selection process soonest as the position has been vacant since the start of January 2026.

DISCUSSION

A senior management position may only be filled after it has been advertised publicly in terms of Section 10 of the Regulations on Appointment and Conditions of Employment of Senior Managers, GN.R 21. The Council must approve the vacancy and give approval that the vacancy must be filled. It must also approve the advertisement for the position. The pro forma advertisement are attached as **Annexures A.36.**

Section 10 of the Regulations on Appointment and Conditions of Employment of Senior Managers, GN.R 21 stipulates as follows:

10. (1) The municipal manager must, within 14 days of receipt of the approval referred to in regulation 7, ensure that the vacant post is advertised.

(2) A vacant senior manager post must be advertised in a newspaper circulating nationally and in the province where the municipality is located.

(3) An advertisement for a vacant senior manager post must specify the—

(a) job title;
(b) term of appointment;
(c) place to be stationed;
(d) annual total remuneration package;
(e) competency requirements of the post, including minimum qualifications and experience required;
(f) core functions;
(g) need for signing of an employment contract, a performance agreement and disclosure of financial interest;
(h) the need to undergo security vetting;
(i) contact person;
(j) address where applications must be sent or delivered; and
(k) closing date which must be a minimum of 14 days from the date the advertisement appears in the newspaper and not more than 30 days after such date.

(4) A municipality may utilise a recruitment agency to identify candidates for posts: Provided that the advertising, recruitment and selection procedures comply with these regulations.

(5) The mayor, in the case of a municipal manager, or the municipal manager, in the case of a manager directly accountable to the municipal manager, must provide monthly reports to the executive committee regarding progress on the filling of the vacant senior manager post.

Section 12 of the above regulations stipulates the compilation of the Selection Panel for the Section 56 vacancies. Section 12 states as follows:

Selection panel

12. (1) A municipal council must appoint a selection panel to make recommendations for the appointment of candidates to vacant senior manager posts.

(2) In deciding who to appoint to a selection panel, the following considerations must inform the decision:

(a) the nature of the post;

(b) the gender balance of the panel; and

(c) the skills, expertise, experience and availability of the persons to be involved.

(3) The selection panel for the appointment of a municipal manager must consist of at least three and not more than five members, constituted as follows:

(a) the mayor, who will be the chairperson, or his or her delegate;

(b) a councillor designated by the municipal council; and

(c) at least one other person, who is not a councillor or a staff member of the municipality, and who has expertise or experience in the area of the advertised post.

(4) The selection panel for the appointment of a manager directly accountable to a municipal manager must consist of at least three and not more than five members, constituted as follows:

(a) the municipal manager, who will be the chairperson;

(b) a member of the mayoral committee or councillor who is the portfolio head of the relevant portfolio; and

(c) at least one other person, who is not a councillor or a staff member of the municipality, and who has expertise or experience in the area of the advertised post.

(5) A panel member must disclose any interest or relationship with shortlisted candidates during the shortlisting process.

(6) A panel member contemplated in subregulations (3) and (4) must recuse himself or herself from the selection panel if—

(a) his or her spouse, partner, close family member or close friend has been shortlisted for the post;

(b) the panel member has some form of indebtedness to a short-listed candidate or *vice versa*; or

(c) he or she has any other conflict of interest.

(7) A panel member and staff member must sign a declaration of confidentiality as set out in Annexure D to these regulations, to avert the disclosure of information to unauthorised persons.

(8) A staff member may provide secretarial or advisory services during the selection process, but may not form part of the selection panel.

For the Recruitment and Selection Process to commence the above processes must be followed.

LEGAL IMPLICATIONS

1. Constitution of South Africa, 1996 (Act no 108 of 1996).
1. Section 55 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);
2. Local Government: Municipal Staff Regulations, 2021,
3. Employment Equity Act, **1998** (Act no **55 of 1998**);
4. Basic Conditions of Employment Act, 1997 (Act no 75 of 1997);
5. Labour Relations Act, 1995 (Act no 66 of 1995);
6. Minimum competency requirements for Senior Managers as laid down in Government Notice R493 dated 15 June 2007, as amended by Government Notice 1146 dated 26 October 2018

7. Regulations on the Appointment and Conditions of Employment of Senior Managers as promulgated in Government Gazette 37245 dated 17 January 2014
8. The Upper Limits of total remuneration packages payable to Municipal Managers and Managers directly accountable to Municipal Managers

FINANCIAL IMPLICATIONS

As per the Upper Limits of total remuneration packages payable to Municipal Managers and Managers directly accountable to Municipal Managers.

PERSONNEL IMPLICATIONS

As per discussion above.

COMMUNICATION IMPLICATION

Advertising in a national newspaper.

COMMENTS FROM DEPARTMENTS

Acting Director: Community Services

None

Director: Financial Services

None

Acting Director: Infrastructure and Planning Services

None

Municipal Manager

Report supported.

RECOMMENDED

1. that Council approves the commencement of the recruitment and selection process of the Director Corporate- & Community Services position.
2. that Council approves the advertisement for the position of Director: Corporate- & Community Services as attached.
3. that Council appoints a Selection Panel for the vacancy mentioned in (i) above as per the Regulations on the Appointment and Conditions of Employment of Senior Managers as promulgated in Government Gazette 37245 dated 17 January 2014.

9.2 Consideration of matters which require non-disclosure

<u>See In-Committee Agenda</u>

9.3 Consideration of urgent matters

10 MINUTES OF COMMITTEES AND AD HOC COMMITTEES

10.1 Minutes of an Ordinary Mayoral Committee meeting held on Monday, 23 February 2026.

11 CONFIRMATION OF MINUTES

The following minutes are distributed as a separate document for confirmation:

11.1 Minutes of a Ordinary Council meeting held on Friday, 27 February 2026.

12. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

13. CONSIDERATION OF MATTERS OF EXIGENCY

14. GENERAL

15. CLOSURE

16. NOTICE TO THE PUBLIC

KENNISGEWINGS | NOTICES

Swellendam Municipality

Notice is hereby given in terms of Section 19 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that an **Ordinary Council meeting** of the Municipal Council of Swellendam Municipality is scheduled as follows:

Date: Tuesday, 31 March 2026
Time: 10:00.
Location: **DESMOND TUTU LIBRARY, STATION STREET, SWELLENDAM**

Swellendam Munisipaliteit

Kennisgewing geskied hiermee in terme van Artikel 19 van die Wet op Plaaslike Regering: Wet op Munisipale Stelsels, 2000 (Wet 32 van 2000) dat 'n **Gewone Raadsvergadering** van die Swellendam Munisipale Raad soos volg geskeduleer is:

Datum: Dinsdag, 31 Maart 2026
Tyd: 10:00.
Plek: **DESMOND TUTU BIBLIOTEEK, STASIESTRAAT, SWELLENDAM**

A. VORSTER
MUNISIPALE BESTUURDER
MUNICIPAL MANAGER
Kennisgewing nommer: A6/2026
Notice number: A6/2026

17. BLANK APPLICATION FOR LEAVE OF ABSENCE FORM

SWELLENDAM MUNICIPALITY

APPLICATION FOR LEAVE OF ABSENCE FROM MEETING

(Note: To be submitted to the Chairperson before the start of the meeting)

Name of Councillor …………………………………………………………...

Herewith I apply for leave of absence from the following meeting(s):

MEETING	**DATE**
Council Meeting	
Special Council Meeting	
Executive Mayoral Committee Meeting	
Any other Committee/Forum/Workshop (Please specify)	
Reason for absence	

SIGNATURE ______________________ DATE ______________________