



**OFFICE OF THE EXECUTIVE MAYOR
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26 March 2026

The Speaker of the Council
Alderman J. du T. L. Loubser
Swellendam Municipality

Notification of Unavailability and Inclusion as Annexure to Council Item

Dear Mr Speaker

I formally notify you that I will be unavailable for official duties from **13 April 2026 to 10 May 2026**, inclusive. This notice is submitted for inclusion as an annexure to the Council item dealing with the designation of an Acting Executive Mayor during my absence, in accordance with the applicable provisions of the **Local Government: Municipal Structures Act, 1998 (Act 117 of 1998)**.

This notification ensures that Council can make the necessary governance arrangements to maintain continuity of the Executive Mayor's responsibilities during my absence.
Please place this letter on the official record and attach it to the relevant Council item.

Yours faithfully


Francois du Rand
Executive Mayor

