

# **SPECIAL COUNCIL MEETING:AGENDA**



**To:      Councillors:**

J. du T. Loubser      (Speaker)  
H.F. Du Rand  
F. Kees  
A. Bokwana  
I.H. Ferguson  
D. Julius  
D.J. Julius  
E. J. Lamprecht  
G. Libazi  
M.T.A. Swart  
J.A. Matthysen

**Ex Officio:**

|               |                                                            |
|---------------|------------------------------------------------------------|
| A.Vorster     | (Municipal Manager)                                        |
| E. Wassermann | (Director: Financial Services)                             |
| W. Treurnicht | (Acting Director: Infrastructure<br>and Planning Services) |

## **AGENDA FOR A SPECIAL COUNCIL MEETING**

Notice is hereby given that a **Special Council meeting** of the Municipal Council of Swellendam Municipality will be held on **Monday, 22 June 2026 at 10:00 in the Council Chambers, Rhenius Street, Swellendam** to consider the items attached hereto.

A handwritten signature in black ink, appearing to be 'J. du T. Loubser', is written over a horizontal line.

**J. du T. Loubser**

**SPEAKER**

**19.06.2026**

**DATE**

## INDEX

|       | Item number       |                                                                 | Page     |
|-------|-------------------|-----------------------------------------------------------------|----------|
| 1.    |                   | <b>OPENING AND WELCOME</b>                                      | <b>3</b> |
| 2.    |                   | <b>ELECTION OF CHAIRPERSON, IF NECESSARY</b>                    | <b>3</b> |
| 3.    |                   | <b>APPLICATION FOR LEAVE OF ABSENCE</b>                         | <b>3</b> |
| 4.    |                   | <b>DISCLOSURE OF INTERESTS BY COUNCILLORS</b>                   | <b>3</b> |
| 5.    |                   | <b>SPEECHES AND SUBMISSIONS</b>                                 | <b>3</b> |
| 6.    |                   | <b>MATTERS FOR CONSIDERATION</b>                                | <b>3</b> |
| 6.1   |                   | <b>Items submitted by officials of Council</b>                  | <b>3</b> |
| 6.1.1 | <b>Item A128.</b> | Application to Reduce Capital Contribution: Erf 5474 Swellendam | <b>4</b> |
| 7.    |                   | <b>CLOSURE</b>                                                  | <b>9</b> |
| 8.    |                   | <b>BLANK APPLICATION FOR LEAVE OF ABSENCE FORM</b>              | <b>9</b> |

|                               |
|-------------------------------|
| <b>1. OPENING AND WELCOME</b> |
|-------------------------------|

|                                                    |
|----------------------------------------------------|
| <b>2. ELECTION OF ACTING SPEAKER, IF NECESSARY</b> |
|----------------------------------------------------|

|                                            |
|--------------------------------------------|
| <b>3. APPLICATION FOR LEAVE OF ABSENCE</b> |
|--------------------------------------------|

3.1 A blank application for leave of absence form is enclosed

3.2 The attendance registers will be available at the meeting

|                                                  |
|--------------------------------------------------|
| <b>4. DISCLOSURE OF INTERESTS BY COUNCILLORS</b> |
|--------------------------------------------------|

|                                   |
|-----------------------------------|
| <b>5. SPEECHES AND SUBMISSION</b> |
|-----------------------------------|

|                                     |
|-------------------------------------|
| <b>6. MATTERS FOR CONSIDERATION</b> |
|-------------------------------------|

6.1 Items submitted by officials of Council:

### 6.1.1

Item number A128. 22.06.2026

#### APPLICATION TO REDUCE CAPITAL CONTRIBUTION: ERF 5474 SWELLENDAM

**Property Management** A Vorster  
**Department** Municipal Manager  
**Section** Local Economic Development  
**File Number**

#### PURPOSE OF REPORT

To consider an application to reduce capital contribution in respect of Erf 5474 Swellendam.

#### FACTS AND BACKGROUND

Swellendam Municipality received an application in terms of the Swellendam Incentives Policy, to grant relief on development contribution owing for the Station Square Development on Erf 5474 Swellendam. The capital contribution as determined by the Municipality is attached as **Annexure A.1**.

The application motivation as received from the developer is attached as **Annexure A.2**.

The approval of the Site Development Plan is attached as **Annexure A.3**.

Council's Incentive Policy is attached for reference as **Annexure A.4**.

The applicant wishes to request a rebate under two categories namely: A Desirable Development as per section 9.3 of the Incentive Policy, closing the gap between SMME's and more formalised development.

In terms of Section 7 of the Incentive Policy, there is also an opportunity for a deferral of capital contributions, namely a phased payment or discount.

The applicant also requests a reduced contribution in terms of roads contribution as they will erect a taxi rank.

The applicant indicated that they would invest R45 000 000 into the development of the project and will employ between 90 and 120 people. They motivate to be seen as a class 5 category.

The categories applicable are as follows:

#### 7 Classification Per Investment

| Classification According to Investment | Class 1 | Class 2 | Class 3 | Class 4 | Class 5 |
|----------------------------------------|---------|---------|---------|---------|---------|
|----------------------------------------|---------|---------|---------|---------|---------|

| Industry                              | Minimum Ratable Investment | Minimum Ratable Investment | Minimum Ratable Investment | Minimum Ratable Investment | Minimum Ratable Investment |
|---------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Industrial and manufacturing          | R5m                        | R10m                       | R25m                       | R50m                       | R100m                      |
| Adventure and experience tourism      | R1m                        | R2m                        | R5m                        | R10m                       | R20m                       |
| Convention Centre and Hotels          | R10m                       | R20m                       | R50m                       | R100m                      | R250m                      |
| Medical Industry                      | R5m                        | R10m                       | R25m                       | R50m                       | R100m                      |
| Waste Reduction, recycling and re-use | R1m                        | R2m                        | R5m                        | R10m                       | R20m                       |
| Renewable energy industries           | R5m                        | R10m                       | R25m                       | R50m                       | R100m                      |
| Airport Development                   | R5m                        | R10m                       | R25m                       | R50m                       | R100m                      |
| CBD Regeneration & Precinct Projects  | R5m                        | R10m                       | R25m                       | R50m                       | R100m                      |
| SMME's addressing the economic gap    | R1m                        | R2m                        | R5m                        | R10m                       | R20m                       |

**Table 2.2 Classification Per Employment**

| Classification per number of permanent, direct employment  |         |         |         |         |         |
|------------------------------------------------------------|---------|---------|---------|---------|---------|
| Number of permanent, direct employment opportunities added |         |         |         |         |         |
|                                                            | Class 1 | Class 2 | Class 3 | Class 4 | Class 5 |
| Industry                                                   | Minimum | Minimum | Minimum | Minimum | Minimum |
| Industrialisation and manufacturing                        | 40      | 55      | 70      | 85      | 100     |
| Adventure and experience tourism                           | 40      | 55      | 70      | 85      | 100     |
| Convention Centre and Hotels                               | 40      | 55      | 70      | 85      | 100     |
| Medical Industry                                           | 40      | 55      | 70      | 85      | 100     |
| Waste Reduction, recycling and re-use                      | 40      | 55      | 70      | 85      | 100     |
| Renewable energy industries                                | 40      | 55      | 70      | 85      | 100     |
| Airport development                                        | 20      | 25      | 30      | 40      | 50      |
| CBD Regeneration Projects                                  | 20      | 25      | 30      | 40      | 50      |
| SMME's addressing the economic gap                         | 20      | 25      | 30      | 40      | 50      |

The investment must create new and sustainable full time employment opportunities to be eligible for an incentive package.

95% of jobs created in Category A or B must be occupied by South African residents

75-80% of jobs for unskilled or lower skilled employees must be occupied by local residents. The onus is on the investor to provide auditable and verifiable evidence and will be subject to monitoring.

In light of the above the applicant requests a phased payment of the capital contribution as follows:

| Fase          | Tydperk                                          | % van Totaal | Geskatte Bedrag*                                                                         | Betalingskondisie                                                                                                      |
|---------------|--------------------------------------------------|--------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| 1             | Voor 30 Junie 2026<br>(voor tariefverhoging)     | 33%          | 33% van goedgekeurde bedrag (TBD)                                                        | Voor einde Junie 2026 - om huidige 2025/2026-tariewe te benut voordat nuwe tariefkoste op 1 Julie 2026 in werking tree |
| 2             | Middel konstruksie (±12 maande na Fase 1)        | 33%          | 33% van goedgekeurde bedrag (TBD)                                                        | By amptelike opening van die sentrum                                                                                   |
| 3             | Een jaar na amptelike opening van Station Square | 33%          | 33% van goedgekeurde bedrag (TBD)                                                        | Een jaar na openingsdatum (datum in Insentiefkontrak vasgelê)                                                          |
| <b>TOTAAL</b> |                                                  | <b>100%</b>  | <b>Finale bedrag (TBD) - na hersiening van padkomponent en taxistaanplek-verrekening</b> |                                                                                                                        |

The applicant further requests:

- a reduction in the roads contribution as most people visiting the area will do so on foot;
- a reduction in capital contribution due to employment opportunities and investment
- that the cost of the taxi rank be countered against the capital contribution
- that a 50% rebate be allocated in terms of building plan cost
- finalisation of the incentive contract by 30 June 2026

## DISCUSSION

The investment is indeed a desired development that will promote the local economy and provide more accessible retail options to the community.

Though it is agreed that 90-120 work opportunities and an investment of R40 million will qualify in two categories, these are currently only projections and not proven fact.

Should Council wish to provide a rebate on the capital contribution, it can only be done, once audited proof of investment and job opportunities is provided.

The levy on road impact is based on an approved engineering calculator and considers the impact of pedestrians as per the road impact study undertaken by the developer. A reduction in the base line levy for roads is thus not supported.

The development does not have sufficient parking spaces available and thus there was an agreement that the parking requirement will be offset against the taxi rank to be completed. The Municipality has thus already offset the taxi rank benefit against the development, and it is thus not supported that a further reduction be given.

## **LEGAL IMPLICATIONS**

The following legislation regulates the incentive framework:

The Constitution of Republic of South Africa (Act No 108 of 1996)  
The Public Finance Management Act (MFMA, 2003)  
Municipal Finance Management Act (MFMA, 2003)  
Property Rates Act (Act No 6 of 2004)  
The Municipal Systems Act (Systems Act, 2000)  
National Development Plan  
Swellendam Municipal Tariff Policy  
Municipal Rates Policy  
Integrated Development Plan  
Municipal ordinances and by-laws  
Swellendam Annual Tariff List (as published annually)

## **FINANCIAL IMPLICATIONS**

The building fee for Erf 5474 Swellendam is R132 160.00

### **Acting Director: Infrastructure Services**

As per report

### **Town Planning & Building Control**

As per report

### **Director: Financial Services**

Rebates can only be considered after audited proof on investment and work opportunities are provided.

### **Municipal Manager**

As per report

## **RECOMMENDED**

1. that the application to reduce capital contribution in respect of Erf 5474, Swellendam received from Ms O. Swart on behalf of Oude Caepse Drankhandelaars, be noted.
2. that Council confirms the capital contribution as determined by the Infrastructure Department with no rebates at present.
3. that the cost of the taxi rank not be offset against the capital contributions as it is already offset against the development to address the parking bay shortages.
4. that Council approves a phased payment of capital contributions with 33% of the due capital contribution payable by 30 June 2026; 33% payable 12<sup>th</sup> months after construction and the last 33% payable one year after the official opening of the Station Square.
5. that Council approves a 50% rebate on the building plans for Erf 5474, Swellendam as it pertains to the current building plan application.
6. that Council considers further rebates on receipt of audited proof on investment and job opportunities created.



**7. CLOSURE**

**8. 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