

BERGRIVIER MUNISIPALITEIT / MUNICIPALITY

VISIE:

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

VISION:

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



KERN WAARDES / CORE VALUES

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

NOTULE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE SE VERGADERING GEHOU OP DINSDAG 27 JUNIE 2023 OM 09:00 IN DIE RAADSAAL, MUNISIPALE KANTORE, PIKETBERG

TEENWOORDIG:

LEDE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE

Rdh. R van Rooy	[DA] :	Uitvoerende Burgemeester
Rdh. MA Wessels	[DA] :	Uitvoerende Onderburgemeester
Rdh. A de Vries	[DA] :	Lid van Burgemeesterskomitee

ANDER RAADSLEDE

Rdh. R Swarts	[DA] :	Speaker
Rdl. JJ Moolman	[DA] :	Voorsitter van die Korporatiewe Dienste Komitee (Artikel 79)
Rdl. AJ Du Plooy	[DA] :	Voorsitter: MPAC (Artikel 79)

AMPTENARE

Mnr. JWA Kotzee	:	Direkteur Korporatiewe Dienste (<i>waarnemende Munisipale Bestuurder</i>)
Mev. N Bothma	:	Bestuurder: Uitgawes en VKB (<i>waarnemende Direkteur Finansiële Dienste</i>)
Mnr. D van Turha	:	Direkteur Tegnieiese Dienste
Mnr. CA Cornelissen	:	Hoof: Verkeersdienste (<i>waarnemende Direkteur Gemeenskapsdienste</i>)
Me. C Ranna	:	Interne Ouditeur
Mev. A van Sittert	:	Bestuurder: Strategiese Dienste
Adv. L Roos	:	Bestuurder: Administrasie en Regsondersteuningsdienste
Mnr. AW Rheeder	:	Bestuurder: Menslike Hulpbrondienste
Mnr. M Sheldon	:	Hoof: Kommunikasie
Mev. A Beukes	:	Klerk: Komitees



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AKSIE

BKN037/06/2023

OPENING EN VERWELKOMING

Die Voorsitter verwelkom almal by die vergadering, waarna hy 'n dagstuk uit John Maxwell se Daaglikse Wysheid van Leiers deel. Raadslid Du Plooy open die vergadering met gebed.

BKN038/06/2023

AANSOEKE OM VERLOF TOT AFWESIGHEID

3/3/1/4

Raadslid Daniels - afwesig met verskoning
Munisipale Bestuurder - vakansieverlof
Direkteur Gemeenskapsdienste - vakansieverlof

BKN039/06/2023

VERKLARING VAN BELANGE INGEVOLGE SKEDULES 7 & 2 (GEDRAGSKODE VIR RAADSLEDE EN AMPTENARE)

3/3/1/6

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

BKN040/06/2023

BEKRAGTIGING VAN DIE NOTULE VAN DIE VORIGE VERGADERING SOOS GEHOU OP DINSDAG 30 MEI 2023

3/3/2/2

BESLUIT

Dat die notule van die vergadering, soos gehou op Dinsdag 30 Mei 2023, bekragtig word.

**KLERK: KOMITEES
(V WILLEMS)**

BKN041/06/2023

IMPLEMENTERINGSVERSLAG VIR UITVOERENDE BURGEMEESTERSKOMITEEBESLUIT: TERUGVOERING VANAF MUNISIPALE BESTUURDER EN DIREKSIE RAKENDE DIE BESLUIT GENEEM TYDENS DIE VORIGE UITVOERENDE BURGEMEESTERSKOMITEEVERGADERING SOOS GEHOU OP DINSDAG 30 MEI 2023

(Die verslag word ter tafel gelê soos voorheen elektronies versprei – Bylae A)

Die Voorsitter lei die item kortliks in.

BESLUIT

Dat kennis geneem word van die Implementeringsverslag van die Uitvoerende Burgemeesterskomiteevergadering, soos gehou op Dinsdag 30 Mei 2023.



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BKN042/06/2023

**EERSTE SAAK VOORTSPRUITEND UIT VORIGE NOTULE: DIE KWALITEIT EN WATERVOORSIENING
IN GOEDVERWACHT (BKN067/05/2023)**

3/3/2/2

Op navraag van die Onderburgemeester rakende die vordering van die kwaliteit en watervoorsiening in Goedverwacht gee die Direkteur: Tegniese Dienste kortliks terugvoer rakende die chlorinering van die water.

Verskeie insette en kommentaar word gelewer deur die Komiteeëde.

BESLUIT

Dat die waarnemende Munisipale Bestuurder, Direkteur: Tegniese Dienste en die onderskeie relevante rolspelers 'n gesprek fasiliteer om die kwessie te bespreek ten einde terugvoering te gee aan die Uitvoerende Burgemeesterskomitee.

**DIREKTEUR: TEGNIESE
DIENSTE**

BKN043/06/2023

KORRUPISIE EN RISIKO'S VIR BERGRIVIER MUNISIPALITEIT

12/2/2/21

Die Interne Ouditeur lei die item kortliks in.

KENNIS GENEEM

BKN044/06/2023

VERKLARINGS / MEDEDELINGS DEUR DIE VOORSITTER, SPEAKER EN MUNISIPALE BESTUURDER

3/3/1/6

Die Uitvoerende Burgemeester doen die volgende mededelings:

- Dat mev. F George (werkzaam in die Tegniese Dienste Direktoraat in Porterville) se man oorlede is en word sy sterkte toegewens in hierdie tyd;
- Dat die Bergrivier Kano Marathon 'n aanvang neem vanaf Paarl op Woensdag 05 Julie 2023 en op Saterdag 08 Julie 2023 in Velddrif eindig. Hy nooi almal uit om die geleentheid by te woon.

KENNIS GENEEM

BKN045/06/2023

ONDERHOUDE MET AFVAARDIGINGS

3/3/1/5

Geen

BKN046/06/2023

MOSIES / VRAE

3/3/1/1; 3/3/1/2

Geen



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BKN047/06/2023

EERSTE DRINGENDE SAAK VANAF DIE MUNISIPALE BESTUURDER: TRANSFER OF FUNDING TO MUSEUM FOR MOSAIC PROJECT IN PIKETBERG

12/2/3/14

(Die verslag word ter tafel gelê soos voorheen elektronies versprei – Bylae B)

Op navraag van die Speaker rakende die salarisse van die kunstenaars meld die Bestuurder: Strategiese Dienste dat sy die inligting aan die Speaker sal voorsien.

Verskeie insette en kommentaar word gelewer deur die Komiteelede met spesifieke verwysing na die salarisse teenoor die kunsvaardigheid wat die persone voorlê.

Die Uitvoerende Burgemeester versoek dat die Tegnieëse Dienste direktoraat ondersoek moet instel om te verseker dat die persone wat vaardighede het en aangestel word as tydelike werkers 'n vaardigheidstarief of salaris kry hetsy dit 'n EPWP-projek is.

RECOMMENDED: TO BE APPROVED BY COUNCIL

1. That an amount of R 36 000,00 be transferred to the Piketberg museum as a donation;
2. That the donation must be ringfenced at the museum for the purposes of the mosaic project in Piketberg; and
3. That the donation will be allocated from vote number 011 012 2586 04.

BKN048/06/2023

TWEEDE DRINGENDE SAAK VANAF DIE MUNISIPALE BESTUURDER: ADJUSTMENT OF BUDGET

5/1/2

(Die verslag word ter tafel gelê soos voorheen elektronies versprei – Bylae C)

Die waarnemende Direkteur Finansiële Dienste lei die item breedvoerig in.

Verskeie insette en kommentaar word gelewer deur die Komiteelede.

RECOMMENDED: TO BE APPROVED BY COUNCIL

1. That the current year vote be activated for the 2023/2024 financial year;
2. That the amount of R 1 053 348,70 (estimated) that is not spent yet of the R 1 820 000,00 be made available in the 2023/2024 financial year. The funds have been transferred into the Municipality's bank account in May 2023; and
3. That provision be made for the R1 000 000 additional amount that will be transferred from the District Municipality.

BKN049/06/2023

DERDE DRINGENDE SAAK VANAF DIE MUNISIPALE BESTUURDER: VIREMENT POLICY

5/1/1

(Die verslag word ter tafel gelê soos voorheen elektronies versprei – Bylae D)

Die waarnemende Direkteur Finansiële Dienste lei die item breedvoerig in.

Verskeie insette en kommentaar word gelewer deur die Komiteelede.

**BESTUURDER:
STRATEGIESE DIENSTE**

**DIREKTEUR: TEGNIESE
DIENSTE**



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RECOMMENDED: TO BE APPROVED BY COUNCIL

1. That no virements may be done during the first three months and last two months of the financial year 2023/2024. (Capital and Operational);
2. That on completion of a project – saving is not allowed to be viremented or used for another purpose- – only when the adjustment budget is done. (Capital);
3. That not more than 10% of a line item may be viremented on operational and capital;
4. That virements to and from any category of expenditure are not allowed for employee related cost, labour cost charge outs and remuneration of Councillors, only on approval of Council. (Between salary items virements may be done with the approval of the Municipal Manager and Chief Financial Manager);
5. That the virement policy be amended and submitted to Council in August 2023; and
6. That this decision takes effect on 01 July 2023 for the 2023/24 financial year.

BKN050/06/2023

REVIEW OF PERFORMANCE, RISK AND AUDIT COMMITTEE CHARTER FOR THE 2023/2024 FINANCIAL YEAR
12/2/21

Die Interne Ouditeur lei die item kortliks in.

Verskeie insette en kommentaar word gelewer deur die Komiteede.

RECOMMENDED: TO BE APPROVED BY COUNCIL

That Council approves the Performance, Risk and Audit Committee Charter for the 2023/2024 financial year.

BKN051/06/2023

RISK MANAGEMENT POLICIES REVIEW FOR THE 2023/2024 FINANCIAL YEAR
12/2/21

Die Interne Ouditeur lei die item kortliks in.

RECOMMENDED: TO BE APPROVED BY COUNCIL

That Council approves the Risk Management Policies Review for the 2023/2024 financial year.

BKN052/06/2023

REVIEW OF ANTI- FRAUD AND CORRUPTION POLICY
12/2/21

Die Interne Ouditeur lei die item kortliks in.



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RECOMMENDED: TO BE APPROVED BY COUNCIL

That Council approves the Anti-Fraud and Corruption Policy (which includes the Fraud Prevention Strategy and the Fraud and Corruption Management Implementation Plan).

BKN053/06/2023

EUNOMIA COMPLIANCE REPORT: MAY 2023
12/2/21

RESOLVED

That the Executive Mayoral Committee take note of the monthly Eunomia compliance report for May 2023.

BKN054/06/2023

PROPOSED CHANGES TO THE STAFF ESTABLISHMENT
4/8

Die Bestuurder: Menslike Hulpbrondienste lei die item kortliks in.

Verskeie insette en kommentaar word gelewer deur die Komiteedele met spesifieke verwysing dat 'n prosesplan saamgestel moet word vir die implementering van individuele prestasiebestuur en dat die nodige oorsigrol en monitering by die KPI's gedoen word.

RECOMMENDED: TO BE APPROVED BY COUNCIL

It is recommended:

1. That job titles be standardised in accordance with TASK guidelines to ensure uniformity across the staff establishment and signed off by the Municipal Manager;
2. That the job titles of the following posts be changed to the proposed job title:

2.1 Directorate Community Services

CURRENT JOB TITLE	INCUMBENT TASK GRADE	PROPOSED JOB TITLE
WORKER/CLEANER: BUILDINGS	T03	GENERAL ASSISTANT: BUILDINGS
GENERAL ASSISTANT: PARKS & CEMETERIES	T03	GENERAL ASSISTANT: PARKS
CARETAKER: HALLS/POOLS	T06	SENIOR WORKER: HALLS/POOLS
CARETAKER: LIBRARIES	T06	HANDYMAN: LIBRARIES
SENIOR CLERK: RESORTS	T07	PRINCIPAL CLERK: RESORTS

2.2 Directorate Corporate Services

CURRENT JOB TITLE	INCUMBENT TASK GRADE	PROPOSED JOB TITLE
CLEANER/BEVERAGE ASSISTANT	T03	GENERAL ASSISTANT: CLEANING



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CLEANER/BEVERAGE ASSISTANT/MESSENGER	T03	GENERAL ASSISTANT: CLEANING
ADMIN ASSISTANT: RECORDS	T06	SENIOR CLERK: RECORDS
CLERK: FILING & ARCHIVES	T06	SENIOR CLERK: FILING & ARCHIVES
ADMIN OFFICER: BENEFITS ADMINISTRATION	T09	ADMINISTRATOR: HUMAN RESOURCES
COMPLIANCE OFFICER	T11	ADMIN OFFICER: TOWN PLANNING
LABOUR RELATIONS & EMPLOYEE WELLNESS OFFICER	T12	HUMAN RESOURCE OFFICER: LABOUR RELATIONS & EMPLOYEE WELLNESS
OCCUPATIONAL HEALTH & SAFETY OFFICER	T12	HUMAN RESOURCE OFFICER: OCCUPATIONAL HEALTH & SAFETY

2.3 Directorate Financial Services

CURRENT JOB TITLE	INCUMBENT TASK GRADE	PROPOSED JOB TITLE
CLEANER	T03	GENERAL ASSISTANT: CLEANING
METER READER/CLERK	T05	METER READER
CASHIER/SENIOR CLERK	T06	CASHIER/CLERK
CASHIER	T06	CASHIER/CLERK
CLERK GRADE 2: ASSETS & INSURANCE	T06	SENIOR CLERK: ASSETS & INSURANCE
CLERK GRADE 2: CREDITORS	T07	PRINCIPAL CLERK: CREDITORS
CLERK GRADE 2: SCM	T07	PRINCIPAL CLERK: SCM
OPERATOR DATA PROCESSING	T07	PRINCIPAL CLERK: DEBTORS ENQUIRIES
PRINCIPAL CLERK: ENQUIRIES	T07	PRINCIPAL CLERK: DEBTORS ENQUIRIES
PRINCIPAL CLERK	T07	PRINCIPAL CLERK: INCOME
CLERK GRADE 2: VALUATIONS	T08	CHIEF CLERK: VALUATIONS
SENIOR ADMIN OFFICER: FINANCE	T10	PERSONAL ASSISTANT: DIRECTOR FINANCIAL SERVICES

2.4 Office of the Municipal Manager

CURRENT JOB TITLE	INCUMBENT TASK GRADE	PROPOSED JOB TITLE
CLERK: IDP	T09	ADMINISTRATOR: IDP

2.5 Directorate Technical Services



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CURRENT JOB TITLE	INCUMBENT TASK GRADE	PROPOSED JOB TITLE
CLEANER: CIVIL SERVICES	T03	GENERAL ASSISTANT: CLEANING
GENERAL WORKER: REFUSE	T03	GENERAL ASSISTANT: REFUSE
GENERAL WORKER: STREET CLEANING	T03	GENERAL ASSISTANT: STREET CLEANING
SENIOR WORKER: MAINTENANCE PLUMBING	T03	GENERAL ASSISTANT: MAINTENANCE PLUMBING
GENERAL ASSISTANT: WATER/SEWAGE	T04	ATTENDANT: WATER/SEWAGE
CURRENT JOB TITLE	INCUMBENT TASK GRADE	PROPOSED JOB TITLE
GENERAL ASSISTANT: ROADS (EK)	T04	ATTENDANT: ALL SERVICES
GENERAL ASSISTANT: SEWAGE (EK)	T04	ATTENDANT: ALL SERVICES
GENERAL WORKER: BRICKLAYING	T04	ATTENDANT: BRICKLAYING
GENERAL WORKER: ROADS	T04	ATTENDANT: ROADS & STORMWATER
GENERAL WORKER: ROADS & STORMWATER	T04	ATTENDANT: ROADS & STORMWATER
MACHINE HANDLER: ROADS	T04	ATTENDANT: ROADS & STORMWATER
WORKER: WATER/SEWAGE	T04	ATTENDANT: WATER/SEWAGE
TRANSFER STATION ATTENDANT	T04	ATTENDANT: TRANSFER STATION
ELECTRICAL WORKER	T05	ASSISTANT: ELECTRICAL
HANDYMAN: BUILDINGS	T05	HANDYMAN: BUILDING MAINTENANCE
SEWERAGE PURIFICATION ASSISTANT	T05	ASSISTANT PROCESS CONTROLLER: WWTW
OPERATOR DIGGER LOADER: ROADS	T07	OPERATOR DIGGER LOADER: ROADS & STORMWATER
OPERATOR DIGGER LOADER	T07	OPERATOR DIGGER LOADER: ROADS & STORMWATER
ADMIN OFFICER: EPWP	T08	CHIEF CLERK: EPWP
MIG OFFICER	T08	CHIEF CLERK: MIG
BUILDING & LAW ENFORCEMENT INSPECTOR	T09	BUILDING & LAW ENFORCEMENT OFFICER
SENIOR SUPERVISOR/DRIVER: REFUSE	T09	SENIOR SUPERVISOR: REFUSE

3. That the following recommendations made during the two meetings on 7 & 14 November 2022, the Formal Director's meeting on 15 May 2023 and from the Corporate Services Committee on 7 June 2023 be approved:

3.1 Office of the Municipal Manager



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- 3.1.1 That the Head Strategic Services with the following functions not be relocated to the Directorate Community Services and remains with the Department Strategic Services:
- 3.1.1.1 SMME Development
 - 3.1.1.2 Youth Development;
 - 3.1.1.3 Informal Trading; and
 - 3.1.1.4 Other functions to be identified during the job description writing process.
- 3.1.2 That all job descriptions in respect of posts with a remote supervisor, be amended to provide for local oversight, instructions and/or guidance to incumbents in the absence of the immediate superior from the work site;
- 3.1.3 That the Department Strategic Services takes full responsibility of the Tourism function;
- 3.1.4 That the Manager: Strategic Services will be responsible for the total performance management and development system of Bergrivier Municipality, as prescribed in the Municipal Staff Regulations and that Line Management are responsible for individual evaluations of staff in their respective departments and reports the outcome to the various committees; and
- 3.1.5 That a process plan is compiled for the implementation of individual performance management and submitted to the Formal Directors meeting for discussion.

3.2 Directorate Corporate Services

- 3.2.1 That the Director Corporate Services conduct an investigation to enhance service delivery at Piketberg Reception;
- 3.2.2 That the function of cleaning services resides in the Directorate Corporate Services and that the post of Cleaner: Buildings (Technical Services) be relocated to the Directorate Corporate Services (**Annexure C**);
- 3.2.3 That the Director Corporate Services re-assign the current cleaners to also provide cleaning services at the offices of the Directorate Community Services in Piketberg;
- 3.2.4 That the position of GIS Administrator (when funded) be relocated to the Department Planning & Environmental Management and the creation of a new position of Systems Administrator in the ICT Section;
- 3.2.5 That the vacancies in Records & Archives Management, i.e., Head: Secretariat & Records and Administrative Officer: Archives & Records be addressed to comply with section 9(5)(a) of the Western Cape Provincial Archives & Records Act, 2005; and
- 3.2.6 The current job designation of Manager and Head be retained for all directorates;

3.3 Directorate Financial Services

- 3.3.1 That Storekeeping, which is currently managed by the Directorate Technical Services, (is an inherent financial functional area - SCM logistics management) be relocated, with the current staff, to the Directorate Financial Services in accordance with the organisation design principle



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that homogeneous functions should as far as possible be clustered together (**Annexure D**);

- 3.3.2 That should the posts of Assistant Accountant (Reconciliations & Reporting) and Principal Clerk (Reconciliations & Reporting) remain unfunded, the Sections Budget & Financial Statements and Reconciliations & Reporting must merge to enhance oversight and reporting;
- 3.3.3 That an investigation be conducted by the Director Financial Services regarding the problems with credit control and a report in this regard be submitted to the Financial Services Committee;
- 3.3.4 That the process regarding the collection of outstanding debt be improved; and
- 3.3.5 That the Director Financial Services and Director Technical Services clearly define the internal process from approval of a building plan until municipal fees must be charged.

3.4 Directorate Community Services

- 3.4.1 That the Mayoral Committee take note that the aspect regarding parks and recreation (sports grounds, parks, swimming pools and cemeteries) has been investigated; however, the relocation of these functional areas is not recommended due to span of control and other operational limitations and from an organisational design perspective considered desirable for such functional areas to be located within a directorate with the primarily goal of meeting the community's social needs, i.e., Community Services.
- 3.4.2 That separate Cemetery & Parks General Assistant teams, where necessary, be combined into one team to enhance productivity and service delivery;
- 3.4.3 That the staff component of Sport Fields, Parks and Halls in respect of Redelinghuys, Aurora and Eendekuil be relocated together with the functions to All Services under the Directorate Technical Services (**Annexure E**);
- 3.4.4 That the Department Strategic Services takes full responsibility for the Tourism function and that Museums remains the responsibility of the Directorate Community Services;
- 3.4.5 That the Director Community Services and Manager: Community Facilities must conduct an investigation with regards to the working schedule of the Workers / Cleaner: Buildings and if the working schedule allows for additional tasks, within the current job description, these incumbents must be utilised to their full capacity;
- 3.4.6 That the Director Community Services must conduct an investigation to determine the possibility to change the reporting lines of the following positions to report directly to the the Head: Library Services and not the the Librarian (**Annexure F**):
 - Senior Library Assistant (LBW)
 - Senior Library Assistant (BJ)



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- 3.4.7 That the organogram be amended to accommodate the following that was part of a settlement agreement in a disciplinary hearing in 2019 (**Annexure G**):
- 3.4.7.1 The demotion of the Librarian (VD) to a Senior Library Assistant (VD);
 - 3.4.7.2 The transfer of the Library Assistant: VD to Noordhoek Library; and
 - 3.4.7.3 The transfer of the Library Aid (NH) to Velddrif Library.
 - 3.4.7.4 Change of the reporting line of the Library Assistant (NH) to the the Head: Library Services, as this position previously reported to the Librarian (VD).
- 3.4.8 That should the large-scale expansion of firefighting services be considered by the Council, it be the subject of a separate investigation by firefighting experts and in this regard the Municipality should liaise with the Department of Local Government, Western Cape Province, for support.

3.5 Directorate Technical Services

- 3.5.1 That the Mayoral Committee take note that consideration was given to centralise certain engineering services but having regard to factors such as the resultant reduced working hours due to travel time between towns/depots and the impact of high fuel cost, the current decentralised service delivery model with Piketberg, Porterville and Velddrif being the centres, is deemed the best option;
- 3.5.2 That the Sub-Section All Services takes full responsibility for all maintenance services, including those in respect of parks, sport grounds and community buildings on Redelinghuys, Aurora and Eendekuil, excluding the resorts which will remain the responsibility of the Directorate Community Services;
- 3.5.3 That the staff component of Sport Fields, Parks and Halls in respect of Redelinghuys, Aurora and Eendekuil be relocated to All Services under the Directorate Technical Services (**Annexure H**);
- 3.5.4 That the function of maintenance of municipal buildings remain with the Directorate Technical Services;
- 3.5.5 That the reporting lines of the roads and storm water operators/drivers, where necessary, be realigned to enhance direct supervision and service delivery;
- 3.5.6 That the problems with service delivery in Velddrif be identified and how it will be addressed;
- 3.5.7 That the operational capacity at the various Water and Waste Water Treatment Works must be aligned to the compliance requirements as contemplated by Regulation No. 2834 of 27 December 1985 in terms of the Water Act, 1956;
- 3.5.8 That the following three (3) posts in the Directorate Technical Services be relocated to the Directorate Financial Services under the Department Expenditure & SCM (**Annexure I**):
- 3.5.8.1 Senior Worker: Stores (PB)
 - 3.5.8.2 Senior Worker: Stores (PV)



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3.5.8.3 Senior Worker: Stores (VD)

3.5.9 That the reporting lines of the Civil Services sections in Aurora and Redelinghuys be changed as follows to enhance service delivery (**Annexure J**):

3.5.9.1 Civil Services (AU) that previously reported to the Senior Superintendent: Civil Services (VD) now reports to the Senior Superintendent: Civil Services (PB); and

3.5.9.2 Civil Services (RH) previously reported to the Senior Superintendent: Civil Services (PB) and now reports to the Senior Superintendent: Civil Services (PV) (including Civil Services (EK)).

3.6 General

3.6.1 That the Municipal Manager and Directors must make attempts to identify posts that have additional capacity in order to add duties or to combine posts to reduce the demand for new posts;

3.6.2 That the Municipal Manager and Directors must make attempts to identify new sources of income and to optimise current sources of income;

3.6.3 That every Director must make an attempt to minimise overtime;

3.6.4 That the functional division as set out in **Annexure K** be confirmed; and

3.6.5 That the revised organisational structure be adopted by Council.

BKN055/06/2023

REGSOPINIE: RAADSLEDE: WAARNEMERS BY ONDERHOUDE

1/B

Die waarnemende Munisipale Bestuurder lei die item in, waarna die Bestuurder: Administrasie en Regsondersteuningsdienste 'n oorsig gee rakende die item onder bespreking.

Verskeie insette en kommentaar word gelewer deur die Komitee lede met spesifieke verwysing na die nodige oorsigrol en monitering wat deur Raadslede gedoen moet word by die werwing en keuringsprosesse.

Die Voorsitter bedank die Bestuurder: Administrasie en Regsondersteuningsdienste met die uiteensetting van die regsopinie.

BESLUIT

1. Dat die Indiensnemingsbeleid hersien word ten einde die nodige regstellings te doen ooreenkomstig die aanbevelings, soos vervat in die Regsopinie van die Bestuurder: Administrasie en Regsondersteuningsdienste, dus dat Raadslede nie op keuringspanele dien nie; en
2. Dat daar 'n behoefte van die Raadslede is dat die oorsigrol van Raadslede deel uitmaak van die hersiene Indiensnemingsbeleid.

**BESTUURDER:
MENSLIKE
HULPBRONDIENSTE**



**NOTULE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE SE VERGADERING GEHOU
OP DINSDAG 27 JUNIE 2023 OM 09:00 IN DIE RAADSAAL, MUNISIPALE KANTORE,
PIKETBERG**

BKN056/06/2023

NOTULE VAN DIE RISIKOKOMITEE VIR KENNISNAME: DONDERDAG 03 MAART 2023
3/3/2/2

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee kennis neem van die Risikokomiteevergadering se notule soos gehou op Donderdag 03 Maart 2023

BKN057/06/2023

NOTULE VAN DIE PRESTASIE, RISIKO EN OUDITKOMITEE VIR KENNISNAME: VRYDAG 17 MAART 2023
3/3/2/2

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee kennis neem van die Prestasie, Risiko en Ouditkomiteevergadering se notule soos gehou op Vrydag 17 Maart 2023.

BKN058/06/2023

NOTULES VAN DIE BODTOEKENNINGSKOMITEE VIR KENNISNAME
8/1/1

Geen

BKN059/06/2023

WYKSKOMITEES: KENNISNAME / BESPREKING VAN VERSLAE EN NOTULES
3/2/1/3

Geen

BKN060/06/2023

**IN-KOMITEE: AANBEVELINGS EN VERSLAE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE
VOORGELÊ VIR OORWEGING / KENNISNAME DEUR DIE RAAD**
5/15/2

Geen

BKN061/06/2023

**IN-KOMITEE: BESLUIT VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE INGEVOLGE
GEDELEGEERDE BEVOEGDHEID EN ITEMS WAARVAN KENNIS GENEEM IS**

Geen

BKN062/06/2023

**IN-KOMITEE: NOTULES VAN DIE OPLEIDINGSKOMITEE SE VERGADERING VIR OORWEGING /
KENNISNAME**

Geen



**NOTULE VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE SE VERGADERING GEHOU
OP DINSDAG 27 JUNIE 2023 OM 09:00 IN DIE RAADSAAL, MUNISIPALE KANTORE,
PIKETBERG**

BKN063/06/2023

**IN-KOMITEE: NOTULES VAN DIE ARBEIDSFORUM SE VERGADERING VIR OORWEGING /
KENNISNAME**

Geen

DIE VERGADERING VERDAAG OM 11:00



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

**VOORSITTER
(UITVOERENDE BURGEMEESTER)**

DATUM
