



SALDANHA BAAI
BAY
MUNISIPALITEIT | MUNICIPALITY | uMASIPALA

MINUTES

OF THE

SALDANHA BAY MUNICIPALITY

COUNCIL MEETING

ON

29 JANUARY 2026

AT

14:00

SALDANHA BAY MUNICIPALITY

MINUTES OF A COUNCIL MEETING HELD ON THURSDAY, 29 JANUARY 2026 AT 14:00 IN THE COUNCIL CHAMBERS, VREDENBURG

PRESENT

Alderman O Daniels	Speaker
Alderman A Truter	Executive Mayor
Councillor C Laubscher	Deputy Executive Mayor via MS Teams
Councillor W America	
Councillor S Biko	
Councillor S du Plessis	
Councillor Y Jackson	
Alderman M Koen	
Councillor J Kotzé	
Alderman S Mamabolo	
Councillor L Mbane	
Alderman L Mitchell	
Councillor W Morrison	via MS Teams
Councillor T Rossouw	
Alderman M Schrader	
Councillor M Schaffers	
Councillor R van der Merwe	
Councillor C van Nooi	
Alderman E Vaughan	via MS Teams
Councillor T Williams	
Councillor S Otto	

OFFICIALS

H Mettler	Municipal Manager
P Mbaliswana	Director: Corporate and Public Safety Services & Acting Director: Infrastructure & Planning Services
L Volschenk	Director: Community & Operational Services
C de Kock	Director: Economic Development & Strategic Services
S Vorster	Director: Finance Services
C De Kock	Director: Economic Development & Strategic Services
C Olivier	Senior Manager: Legal Services
E Lawrence	Public Relations & Communication Officer
Q Jordaan	Senior Officer: IDP & Organizational Performance Management
J Pheiffer	Senior Manager: Administration
J Zono	Manager: Administration & Support Services
E Jonas	Administrative Officer: Committees
N Boumeester	Clerk: Records

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R1/1-26

OPENING

The Speaker, Alderman O. Daniels welcomed everyone to the meeting and requested Councillor M. Schaffers to open the meeting with a prayer.

R1(a)/1-26

EVACUATION PROTOCOL

Director: Corporate and Public Safety Services, Phumzile Mbaliswana presented the Evacuation Protocol.

R2/1-26

OFFICIAL ANNOUNCEMENTS

Speaker, Alderman Olwene Daniels has officially welcomed back all councillors and the officials. She highlighted that 2026 is a local government election year and requested that all councillors canvas and campaign showing mutual respect to each other.

R3/1-26

LEAVE OF ABSENCE

Councillor L Cengimbo
Councillor M Twala
Councillor G Cleophas
Councillor V Pretorius
Councillor Z Khomani – Nkohl

R4/1-26

DECLARATION OF INTEREST WITH REGARD TO MATTERS ON THIS AGENDA

The Municipal Manager, Mr H. Mettler declared all directors' interest in item R7/1-26.

R5/1-26

CONFIRMATION OF MINUTES: SPECIAL COUNCIL MEETING OF 28 OCTOBER 2025 & COUNCIL MEETING OF 11 NOVEMBER 2025

RESOLVED

That the minutes of the Special Council Meeting held on 28 October 2025 and the Council Meeting held on 11 November 2025 be confirmed.

R6/1-26

SECTION 11(4)(a), 52(d), 54(1)(F), 66 AND 72 REPORT MID-YEAR BUDGET AND PERFORMANCE ASSESMENT FOR THE SIX MONTHS ENDING 31 DECEMBER 2025

(5/1/4)

(Report of the Directorate: Finance Services)
(S Vorster, S Roets, T Williams, R Rooms, H Meeding, M Cornett, H Damons, Z Korasie, S Bido, T Karolus)

Councillor Y. Jackson from the NCC wanted clarity if Council is not falling short of delivering services due to the low capital expenditure for the first six months of the financial year which is currently reflecting 11%. Councillor Jackson and Councillor R. Van der Merwe from Good also expressed their concern on the high vacancy rate.

Councillors T. Williams from Good and T. Rossouw from the ANC requested an explanation on why the Laingville 309 housing project needs to be re advertised, they were of the view that the advertisement process is in contradiction with previous status reports on the progress for the project.

Councillor J. Kotze raised a concern on Credit and Debt control and disagreed that the debt of companies is written off and that Council does not pursue legal action against the directors in their personal capacity to recoup funds.

The Executive Mayor, Alderman A. Truter provided context on the report, highlighted the top 5 capital projects, those that experience

challenges and outlined the plans Council has put in place to deal with turning around the low expenditure patterns (report attached as annexure “A”). In this regard Council has approached the City of Cape Town to assist with a project readiness methodology and planning.

Alderman Andre Truter also contextualised the current personnel vacancy rate.

Councillor T Rossouw further requested a list of all capital projects and a summary of the annual historical patterns of the capital expenditure.

The Municipal Manager Mr. Heinrich Mettler provided insight on the Laingville 309 housing project and explained what led to the tender being re - advertised.

Council voted on the item and the outcome of the voting was as follows;

- 14 For;
- 8 Against.

The item was unanimously adopted by Council.

RESOLVED

- i) that the report in terms of section 11(4)(a), 52(d), 66 and 72 of the MFMA be noted by the Council;
- ii) that the Council takes note that the capital expenditure at the end of December 2025 is 11%, and when orders and requisitions are included, it is 24%;
- iii) that the Council takes note of the attached Schedule C Statements; and
- iv) that the Council takes note of the signed quality certificate by the Municipal Manager for the Budget Statements.

R7/1-26

PERFORMANCE MANAGEMENT: 2024/25 FINANCIAL YEAR:
ASSESSMENTS: SECTION 57 EMPLOYEES

The item has been adopted by Council.

RESOLVED

That the Council take note of the 2024/25 performance evaluation report and 2024/25 individual performance evaluations of the Municipal Manager and Directors.

(Report of the Directorate: Economic Development & Strategic Services)
(Q Jordaan)

The item has been adopted by Council.

RESOLVED

- i) that Council note the Draft 2024/2025 Annual Report;
- ii) that the draft 2024/2025 Annual Report be made public;
- iii) that the Municipal Public Accounts Committee review the draft 24/2025 Annual Report and make presentations for consideration;
- iv) that the draft 24/25 Oversight Report be prepared within the framework of Annexure A of the MFMA circular 32 for consideration by Council within two months after tabling;

SECTION 72 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT – (TOP LAYER SDBIP PERFORMANCE REPORT FOR MID-YEAR ENDING 31 DECEMBER 2025)

The item has been adopted by Council.

RESOLVED

That the report and Annexure “A” be noted.

SECTION 116(3): AMENDMENTS OF CONTRACTS: SBM 26/17/18 FOR PROFESSIONAL CONSULTING ENGINEERING SERVICES FOR CONSTRUCTION OF CIVIL ENGINEERING SERVICES ON 200 ERVEN IN LOUWVILLE

(17/4/1/1/2/31)

(Report of the Directorate: Infrastructure and Planning services)
(R Groenewald)

The item has been adopted by Council.

RESOLVED

- i) that the report be noted;
- ii) approval is given to extend the contract as per section 116(3);
- iii) that the contract be extended until 28 February 2027, period includes 3 months retention period;

- iv) that the contract amount be increased by R 239,171.80;
- v) that Council gives delegation to the Municipal Manager to proceed with the extension of the contract if no representations were received;
- vi) that the Section 116 extension be advertised in line with MFMA regulations
- vii) that a follow-up report to Council be submitted if representations are received for consideration before that contract is extended.

R11/1-26

SECTION 33 OF THE MFMA, 2003 (ACT 56 OF 2003): PS 16/2022-SEAVIEW PARK EXTENTION (76) AND DIAZVILLE (120) IRDP: CONSTRUCTION OF 196 TOP STRUCTURES IN SEAVIEW PARK, LANGEBAAN AND DIAZVILLE, SALDANHA

(8/2-2025/11)

(Report of the Directorate: Infrastructure and Planning services)
(R Groenewald)

The item has been adopted by Council.

RESOLVED

- i) that the contents of the report be noted;
- ii) that the contents of the report on the outcome of the public participation process conducted in terms of Section 33 of the MFMA for the proposed long-term contract: SBM 37/21/22; PS 16/2022 - SEAVIEW PARK EXTENSION (76) AND DIAZVILLE (120) IRDP: CONSTRUCTION OF 196 TOP STRUCTURES IN SEAVIEW PARK, LANGEBAAN AND DIAZVILLE, SALDANHA be noted;
- iii) that the Council take note that no comments or objections were received during the statutory consultation period.
- iv) that approval be granted that the municipality may enter into a contract extending three-year period for the SBM 37/21/22; PS 16/2022 - Seaview Park Extension (76) and Diazville (120) IRDP: Construction of 196 top structures in Seaview Park, Langebaan and Diazville, Saldanha project;
- v) MFMA section 33(1)(c)(i) - that Council determines that the municipality will secure a significant investment or derive significant financial economic or financial benefit;

- vi) MFMA section 33(1)(c)(iii) - that Council authorizes the Municipal Manager to sign the contract on behalf of the municipality.

R12/1-26

DELIMITATION OF WARD BOUNDARIES FOR THE SALDANHA BAY MUNICIPALITY (WC014)

(9/1/2/11)

(Report of the Directorate: Corporate & Public Safety Services)
(J Zono)

The item has been adopted by Council.

RESOLVED

That the content of the report be noted.

R13/1-26

REVISION OF MEMBERS TO SERVE ON THE EVALUATION PANEL FOR MUNICIPAL PLANNING TRIBUNAL IN TERMS OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT (SPLUMA)

(1/1/1/9 & 5/4/14)

(Report of the Directorate: Economic Development & Strategic Services)
(G Tomlinson)

The item has been adopted by Council.

RESOLVED

- i) that the report be noted.
- ii) that the membership of the Evaluation Panel for the Municipal Planning Tribunal, as determined in Council Decision R61/6-15, be amended to reflect the appointment of the Director Economic Development & Strategic Services in lieu of the Director Corporate Services & Public Safety.
- iii) that the members of the Evaluation Panel is thus confirmed as follows:
 - the Director Economic Development & Strategic Services
 - the Director Infrastructure & Planning Services
 - the Manager Town Planning
- iv) that the Manager Town Planning be appointed as chairperson for the Evaluation Panel.
- v) that the Director Economic Development & Strategic Services be informed in writing of her appointment to the Evaluation Panel.

- vi) that the attached terms of reference be approved for the Evaluation Panel.

R14/1-26

CONFIRMATION OF MEMBERS TO SERVE ON THE MUNICIPAL PLANNING TRIBUNAL IN TERMS OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT (SPLUMA)

(1/1/1/9 & 5/4/14)

(Report of the Directorate: Economic Development & Strategic Services)

(G Tomlinson)

The item has been adopted by Council.

RESOLVED

- i) that the following external members be confirmed as members to serve on the Municipal Planning Tribunal:
- Mr. Johan De Jongh: Town and Regional Planner, Western Cape Department of Environmental Affairs & Development Planning;
 - Mr. Theo Rebel: Town and Regional Planner, Western Cape Department of Environmental Affairs & Development Planning;
- ii) that the following internal members be confirmed as members to serve on the Municipal Planning Tribunal:
- Ms. Cornel Olivier: Senior Manager Legal Services, Office of the Municipal Manager
 - Mr. Jacques Pheiffer: Senior Manager Administration, Directorate Corporate Services & Public Safety
 - Mr. Gary Tomlinson: Manager Forward Planning, Directorate Economic Development & Strategic Services.
- iii) that the Senior Manager Administration be appointed as chairperson and the Manager Forward Planning be appointed as deputy-chairperson for the Municipal Planning Tribunal
- iv) that the members of the Municipal Planning Tribunal be informed in writing of their appointment;
- v) that the names of the members of the Municipal Planning Tribunal and their term of office be published in the Provincial Gazette.

MUNICIPAL BUILDINGS AND TERRAINS: APPROVAL TO ACQUIRE A
PORTION OF TRUNK ROAD TRO2103 FROM THE PROVINCIAL ROADS
AUTHORITY

(7/2/2/R)

(Report of the Directorate: Corporate & Public Safety Services)
(B Mentoor)

The item has been adopted by Council.

RESOLVED

- i) That Council note the report;
- ii) That council grants approval to apply to take over the portion of Trunk Road TRO2103 as the Road Authority as indicated in the letter attached as **Annexure A** in accordance with applicable legislation;
- iii) That budget be provided under department 430 for all cost related to the acquisition and transfer of the portion of road to the Saldanha Bay Municipality;
- iv) That all future related cost to maintain/upgrade the portion of road be budgeted for under the IPS Department;
- v) The portion of Trunk Road 21 Section 3 (TRO2103) be separately registered at the Surveyor General's and Deed's Office in order for an erf number to be created and the property be disclosed separately in the asset register in compliance with GRAP 17 and 18;
- vi) To enable the implementation of GRAP 17 and 18, the AFS, (Assets & Returns Department) be supplied with the cost of the land portion or if not known, the fair value at date of acquisition, as well as the GPS co-ordinates.

The meeting adjourned at 15:20.

Confirmed.

SPEAKER

DATE



Section 52(d) of the MFMA

Feedback by the Executive Mayor

on the budget performance for the first 6 months of 2025/26

and

the service delivery performance against the SDBIP for the same period

Thursday, 29 January 2026

Speaker, section 52(f) of the Municipal Finance Management Act requires that the Executive Mayor must before the end of January submit a report to Council on the assessment of the municipality's performance for the first half of the financial year that ended in December.

In this regard, I refer to the two agenda items R6/1-26 and R9/1-26 that are before Council today.

These two items speak to the budget performance for the first 6 months of the financial year, and the service delivery performance against the Service Delivery Budget Implementation Plan, or "SDBIP" as it is commonly known.

I want to specifically speak to the capital budget performance in my address.

Before I do that, I need to mention that the Operating Expenditure for the first 6 months was 43% against the budget, which exceeds our SDBIP target of 30%.

On the capital budget, the SDBIP expenditure target for the first 6 months was 20%.

At 31 December 2025, the municipality was only able to spend 11% of its capital budget of R461 million. An additional 13% was committed, and if aggregated, it comes to 24% or R113 million.

Speaker, in preparation for this meeting, I have discussed the slow progress of the capital expenditure with the Municipal Manager and wish to share the following information to Council and the Public on some of the major capital projects:

First, I will start with the Top 5 capital projects that are progressing according to plan, and then I will discuss those that require intervention:

1. The MIG-funded Laingville Waste-Water Treatment Works project. The tender was awarded in November 2025, and it is estimated that approximately R17 million will be spent by 30 June 2026.
2. The Middelpoos Joe Slovo 1500 Electrification project of R16 million should be spent in full by the end of June 2026.
3. The Olifantskop sewer pumpstation and pipeline of R15 million should be spent in full by the end of June 2026.
4. We have budgeted R14 million for new service delivery vehicles and the budget should be spent in full by the end of June 2026.
5. The upgrade to the Laingville Sportsgrounds of R10 million should be spent in full by the end of June 2026.

I will now turn to the capital projects that are behind schedule:

Speaker, I must express my disappointment with the slow progress of the housing projects. It is estimated that the municipality will spend R26 million on Housing by the end of 30 June 2026, of which R6 million will be on Capital and R20 million on Top Structures, the two biggest being the Witteklip 1155 phase 2 project, and the Louwville 200 project.

The delivery of most of the projects on our housing pipeline is dependent on the appointment of the Housing Implementing Agent. The Housing Implementing Agent will be responsible to construct Services and Top Structures over the next 7 years on 8 different housing projects.

I can report to Council that the municipality did award the Housing Implementing Agent tender in November 2025, but there are still legislative requirements that must be completed before the service provider can commence work.

Some of these include the completion of the MFMA section 33 process that requires, amongst others, that the draft contract must be made public for inputs from the Local Community, from National Treasury, from Provincial Treasury and Others.

We also received a tender appeal in November 2025 by one of the bidders, and the legislative prescripts had to be followed to consider it.

Speaker, as this tender is the vehicle to implement the housing projects in our municipal area, it is important for me to keep Council and the Public abreast of the progress of it. The Administration will submit a report to us once the legislative processes have run its course, as council must approve this contract in terms of section 33 of the MFMA.

The next capital project that I want to discuss is the various Roads projects. There are 104 individual capital roads projects on the 2025/26 budget. A total budget allocation of R55 million was made to refurbish and enhance the roads throughout our municipal area, and it is estimated that only R10 million will be spent by 30 June 2025. Currently there is no tender in place for road construction which is stalling these projects. However, I have been assured by the Municipal Manager that the new tender will be in place by July 2026.

Speaker, the last capital project I wish to mention is the “New Municipal Office Building” of which R48 million was budgeted in this financial year. This project is not nearly ready to be implemented and should never have been included in the budget. It will be rolled over to the 2027/28 financial year to allow enough time to complete the various processes.

Speaker, I spoke previously on the matter of “Project Readiness”. If capital projects are not ready to be implemented as soon as the new financial year commences, it should not be

included in the first year of the 3-year capital budget. It should be included in year 2, or year 3, and the departments should then already in year 1 complete all the necessary feasibility studies and preparation work, including awarding the tender.

Speaker, in closing I am pleased to inform Council that the City of Cape Town has agreed to assist Saldanha Bay municipality to improve our “Project Readiness” methodology and planning. The Municipal Manager, the Senior Managers and Line Management had a full day workshop on 16 January with a Senior Director of the City of Cape Town and his colleague, and the follow-up session is already planned for 20 April. Last week the Municipal Manager shared some of the plans and ideas he has with me to enhance the project readiness of our capital projects.

Thank you, Speaker, that is all for now — I will respond to all the inputs by the councilors at the end.