

Mayoral Committee Meeting

19 MARCH 2025

Addendum 2

(Additional Item)

ITEM NO	SUBJECT	FIL REF	PG
SECTION 1: OFFICE OF THE MUNICIPAL MANAGER			
M/1/301/03/25	CONSIDERATION OF GRANT IN AID ALLOCATION	3/4/2	3

SECTION 1

**OFFICE OF THE MUNICIPAL
MANAGER**

Section 1: Office of the Municipal Manager

ITEM M/1/301/03/25

CONSIDERATION OF GRANT IN AID ALLOCATION

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 3/4/2
Demarcation: All Wards
Delegation: MayCo

Attachments: Annexure “A” Minutes of the Grant-In-Aid Committee
Annexure “B” Schedule of applications received.

Report from: Office of the Municipal Manager

Author: Acting Municipal Manager

Date: 19 March 2025

PURPOSE OF THE REPORT

To present a Grant in Aid allocation to the Mayoral committee for approval for the 2024/2025 financial year.

BACKGROUND/DISCUSSION

The municipality annually hosts Human Right Day and this year has decided to merge and give the opportunity for NGO's, NPO's and other welfare organisations to apply for grant in aid allocations in accordance with the grant in aid policy of the municipality. In accordance with the policy requirements, the Acting Chief Financial Officer convened a Grant in Aid Committee to consider the applications that were submitted.

The applications were firstly recorded in a register to ensure that all applications were accounted for vetted for compliance with the policy requirements and was further considered against the requirement of the advertisement that was placed.

A grant in aid committee was called to consider the submissions, it was found that all but one of the submissions requested general assistance through the grant in aid process instead of focussing on arts and cultural events.

The grant in aid committee reviewed the applications, interrogated the information submitted and concluded on recommended that an award be made as per the minutes of the grant in aid committee attached herewith as per Annexure “A”

FINANCIAL IMPLICATION

As per the award proposed R244,000 from the grants in aid vote.

Section 1: Office of the Municipal Manager

RELEVANT LEGISLATION

The Municipal Systems Act, 2000 (Act 32 of 2000)
Municipal Grants in aid policy

RECOMMENDED BY THE ACTING MUNICIPAL MANAGER

1. That the contents of the report be noted.
2. That the minutes of the Grant-in-Aid Committee, circulated as Annexure “A” in the agenda, be noted.
3. That an amount of R244 000-00 be allocated to CT Arts Fest NPC with registration number 2021/620395/08.
4. That the necessary Grant in Aid agreement be completed prior to the disbursements of any funds.

**MINUTES OF THE GRANT IN AID MEETING HELD ON 19 MARCH 2025
IN THE OFFICE OF THE MANAGER OF THE EXECUTIVE MAYOR**

In attendance:

F M Lötter: Acting CFO

Manager in the office of the Mayor: S Liwani

Manager in office of the Deputy Mayor: V Thomas

PA, acting as manager in the office of the Speaker: S Rala

Meeting time 12:15

Declaration of Interest:

All present declared that they had no personal interest in the agenda items and no personal interest in any of the organisations considered for Grants in Aid as per the Excel spreadsheet that was discussed.

Meeting procedure

The ACFO lead the meeting in accordance with provisions of the grant in aid policy and explained the process in respect of the consideration of the grants to all present. The only item for consideration is the grant in aid advertised to deliver arts and culture related services to the communities in Bitou Municipality.

No.	Subject
1.	Opening and Welcoming: The ACFO opened the meeting and welcomed everyone present
2.	Attendance and Apologies: All invitees are present in the meeting as per the invitation sent
3.	Confirmation of the Agenda, the agenda was adopted as the complete order of business
4.	Matters for Discussion
4.1.	Grant in aid policy: The Chairperson gave a brief overview of the grant in aid policy and discussed the grant in aid policy requirements for the allocations of grants with the members of the committee.
4.2.	Principles and requirements in respect of the allocation of grants in aid: The ACFO highlighted the process to be followed, the criteria as per the policy as well as the levels of authority and oversight in respect of the allocation of grants in aid in accordance with Section 67 of the MFMA as well as the municipal grant in aid policy requirements.
4.3.	Budget available for grants allocation: A discussion was held in respect of the amount that is available, the limitation of funding, it was emphasised that only R250,000 is available for distribution to qualifying NGO/NPO's for the remainder of the 2024/2025 financial year.
4.4.	<p>Consideration of the matter at hand and evaluation of applications submitted:</p> <p>The matter considered was the advertisement that was placed for the provision of Arts and Cultural events to Bitou Municipality, which closed on the 13th of March 2025 wherein NPO's were invited to submit funding requests or proposals to provide arts and cultural events to the residents of Bitou Municipality.</p> <p>Upon closure of the advertisement, 15 applications were received from various applicants.</p> <p>The members went through the list of applications as well as the Excell schedule that was provided one by one to satisfy themselves that the conditions were indeed met by prospective grant recipients.</p> <p>A discussion was held, and it was found that in most instances the applicants applied for general grant in aid assistance instead of what was advertised, specifically being Arts and Culture matters.</p> <p>The only application received that sufficiently covered arts and culture events was the application from CT Arts Fest NPC, a non-profit organisation with NPO reference number 2021/620395/08, specialising in arts and culture events.</p> <p>After deliberation, there was consensus amongst the members that only the one applicant that complied with both the policy as well as the advertisement requirements could be recommended to render the required service to the municipality.</p>

No.	Subject	
4.5	Other Matters	None
5.	Resolutions: 1. That after considering the applications received, it is concluded that the only application that complied with the advertisement the grant in aid committee recommends that a grant in aid be awarded to CT Arts Fest NPC, a non-profit organisation specialising in arts and culture events, NPO Number 2021/620395/08 2. That it be recommended to the Mayoral committee that an amount of R244,000 be awarded for the hosting of the Human Rights Day celebrations broken down into the following items for control purposes: R180,000 for the Human Rights Day event R 24,000 for transport services R 40,000 for catering services	
6.	Closure - The ACFO thanked everyone for their participation and attendance, the meeting closed at 12:45	



**F M LOTTER
ACFO
CHAIRPERSON**

GRANT IN AID APPLICATIONS FOR HUMAN RIGHTS DAY 21 MARCH 2025						
NAME OF THE ORGANIZATION	NPO NR	PHYSICAL ADDRESS	CONTACT PERSON	CONTACT DETAILS		AMOUNT REQUIRED
				CELL NR	EMAIL	
1. Konke kuyenzeka	316-579	Z 430 Bloekom street, The Crag	Linda Mamkeli	0836817585	konkekuyenzeka14@gmail.com	250 000.00
2. Kwano Farming Project	2024/096646/08	6199 Nyakata street, Kwanokuthula	Stephen Gelembé	0832478491	sgelembé@yahoo.com	40 000.00
3. Simile Singomama	312-698	6272 Martin Phase 2, Kwanokukthula	Phelisa Mbande	0785983365	none	250 000.00
4. Mandy's Take aways	2022/693259/07	3265 Geelhout weg, New Horizons	Mandy Witbooi	0717837485	mandyheers18@gmail.com	20 000.00
5. Lithemba Bafazi	276-803	407 Aandblom street, The Crag	Zingiswa Ntotho	0788807214	lithembabafazi@gmail.com	300 000.00
6. Ezamadlomo Initiative	2020/574152/08	03 Nqolia street, Kwanokuthula	Zuko Jonas	0736622171	ezamadlomonpc@gmail.com	640 000.00
7. Crag Foundation	312-572	Z432 Bloekom street, The Crag	Mihlali Sontshi	0673117021	cragfoundation@gmail.com	300 000.00
8. Ihlengethi	60006/25347	Q679 Mdatyulwa street, Qolweni	Nonkqubele Twale	0674750346	mvakalaningiqe@gmail.com	none
9. Sweet heavens Day Care	206-782	11782 Pinetrees	Lorna Melani	0634983470	lornamelani160@gmail.com	100 000.00
10. Skyline Women	2024/536703/08	6380 Skosana street, Kwanokuthula	not specified	0688218483	ndzongoluc@gmail.com	150 000.00
11. Mjita Catering	2019/510716/07	52 Mandela street, Kwanokuthula	Tozama Jacobs	0789692986	kenzosau@gmail.com	160 000.00
12. Regent Business School	241224556	7 Tubatsi street, Joodsekamp, Knysna		0638235864	andile.ntaba@gmail.com	27 000.00
13. Griekwa Nsionale Konferensie	NONE	Erf 25 Cnr of Geelhout & Kershout, The Crag	Marilease Kivetts	823000645	marilease_september@gmail.com	20 000.00
14. South African Sea Cadetts	057-289	none	Jonathan Van Reenen	0609902497	jonathanvanreenen5@gmail.com	50 000.00
15. CT Arts Fest NPC	2021/620395/08	297 Olivier street, Kranshoek	Yusuf Ganief	0746617336	yusuf@capetownfestival.org.za	244 000.00