

MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 13 JULY 2017 AT 13H58

1. OPENING

The Speaker, A R Oliver declared the meeting open and welcomed everyone present.

2. ATTENDANCE

The Attendance Registers of members of the Municipal Council, Officials and Public are attached hereto as annexures.

3. APPLICATION FOR LEAVE OF ABSENCE

Applications for leave of absence were received from Councillor M P Lobese and Alderman E V Wildeman.

Resolved

That cognisance be taken of the leave of absence for Councillor M P Lobese and Alderman E V Wildeman.

4. STATEMENTS AND COMMUNICATIONS BY:

4.1 The Executive Mayor

None

4.2 The Speaker

None

5. PRESENTATIONS

None

6. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)

Section 1: Office of the Municipal Manager

No Items for consideration



Section 2: Finance

No Items for consideration

Section 3: Corporate Services

Resolution C/3/45/07/17

PROCESS FOR THE RECRUITMENT AND SELECTION POSITION OF HEAD COMMUNITY SERVICES

Department: Corporate Services **Demarcation:** All Wards

File Ref: 4/3/5/1/6 & 4/5/2/7

Resolved

1. That Council approves the Recruitment and Selection processes hereunder for the position of Head Community Services, in line with the Local Government: *Regulations on Employment and Conditions of Employment of Senior Managers*, as promulgated on 17 January 2014;

ACTIVITY	DATE
Advertising for position of Head Community Services	16 July 2017
Closing Date	3 August 2017
Shortlisting (within 30 days of closing of advert)	17 August 2017
Screening and competency assessments (within 21 days of shortlisting)	31 August 2017
Interviews (within 21 days of screening)	6 September 2017
Outcome report tabled in Council	14 September 2017
Forward report to MEC within 14 days of approval by Council	28 September 2017
Successful candidate report for duty	1 November 2017

2. That the following persons be approved by Council as the Selection and Interview Panel in terms of both regulations 12 and 15 of Government Gazette No. (37245) respectively:
 - a) The Municipal Manager of Bitou Municipality who will also act as the Chairperson of the panel.
 - b) Member of the Mayoral Committee of the Bitou Local Municipality, Councillor W J Nel.
 - c) A Municipal Manager from another Municipality within the Eden District.
 - d) Two (2) Union Representatives, 1 union presentative from IMATU and 1 Union Representative from SAMWU who will sit as an observers.



Special Council Meeting: 13 July 2017

3. That Council delegate the Municipal Manager to attend to the recruitment and selection process as entailed in the Regulations on the Appointment and Conditions of Employment of Senior Managers and that upon completion of the selection process a report containing the proposed appointment be tabled with Council in order for Council to make the necessary appointment.
4. That upon Council's appointment of Head: Community Services, the Municipal Manager be mandated to negotiate offers of employment with the preferred candidate within the parameters of the specific service conditions and budgetary guidelines relating to the position.

Proposed: Councillor J N Kamkam

Seconded: Councillor N Ndayi

To be Actioned by: Head Corporate Services

Section 4: Community Services

No Items for consideration

Section 5: Engineering Services

No Items for consideration

Section 6: Strategic Services

No Items for consideration

8. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None

9. CONSIDERATION OF NOTICES OF MOTION

None

10. CONSIDERATION OF MOTIONS OF QUESTION

None

11. CONSIDERATION OF MOTIONS OF EXIGENCY

None

12. IN-COMMITTEE MATTERS

None



13. **RECORDING OF COUNCILLORS PRESENT**

All Councillors present.

14. **CLOSURE**

The Speaker declared the meeting closed at 14h06.

CONFIRMED AND SIGNED

DATE:

2 August 2017

SIGNATURE:


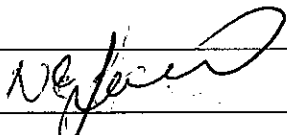

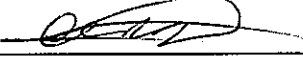
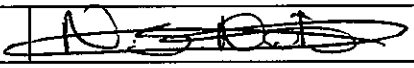

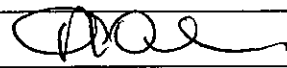
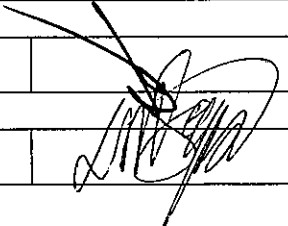
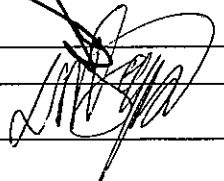
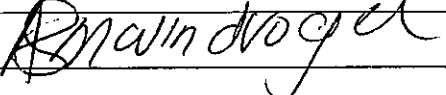


The Speaker: Councillor AR Olivier

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

**SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
THURSDAY, 13 JULY 2017 AT 14H00**

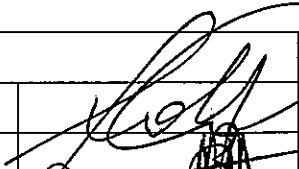

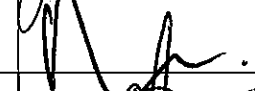
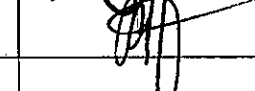
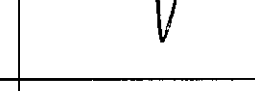
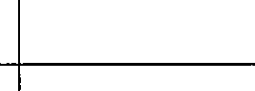
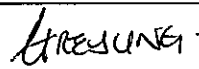
<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR S E GCABAYI	
COUNCILLOR N C JACOB	
COUNCILLOR J N KAMKAM	
COUNCILLOR M P LOBESE	APOLOGY
COUNCILLOR X MATYILA	
COUNCILLOR M M MBALI	
COUNCILLOR N NDAYI	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
COUNCILLOR D SWART	
COUNCILLOR L M SEYISI	
ALDERMAN E V WILDEMAN	APOLOGY
COUNCILLOR A S M WINDVOGEL	

ATTENDANCE REGISTER

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MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
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OFFICIALS

<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
Heads of Department		
Mr TC Ndlovu	Municipal Manager	
Mr V Mkhafa	Chief Financial Officer	
Ms V Mbelani	Head Corporate Services	
Mr. D Friedman	Head: Strategic Services	
Me P Nggumshe	Head: Engineering Services	
Mr M Fourie	Acting Head: Community Services/Manager: Human Settlement & Public Amenities	
Managers		
Mr T Loliwe	Chief Internal Auditor	
Mr D Ncame	Manager: Office of the Mayor	
Mr. D Mnweba	Spokesperson Mayor's Office	
Mr M Van Rooyen	Manager Office of the Speaker	
Mr A P Croutz	Manager Legal Services	
Ms A A Greyling	Manager: Administration	
Mr L Loliwe	Legal Services	
Mrs J Jansen	Principal Administration Officer	
Mr. R. BOWER		