

**MINUTES OF THE ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 26 APRIL 2017 AT 11h00**

**1. OPENING**

The Speaker requested Councillor Seyisi to open the meeting with payer whereafter he 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**

No application for leave of absence received. All Councillors present

**4. CONFIRMATION OF MINUTES :(OPEN)**

**\* 4.1 Ordinary Council Meeting: 31 January 2017**

That the Minutes of the Ordinary Council Meeting held on 31 January 2017, be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seyisi**  
**Seconded: Councillor S E Gcabayi**

**\*\* 4.2 Special Council Meeting: 28 February 2017**

That the Minutes of the Special Council Meeting held on 28 February 2017, be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor X Matyila**  
**Seconded: Councillor N C Jacob**

**\*\*\* 4.3 Special Council Meeting: 2 March 2017**

That the Minutes of the Special Council Meeting held on 2 March 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seyisi**  
**Seconded: Councillor N C Jacob**



Ordinary Council Meeting: 26 April 2017

\*\*\*\* 4.4 Special Council Meeting: 14 March 2017

That the Minutes of the Special Council Meeting held on 14 March 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seyisi**  
**Seconded: Councillor X Matyila**

\*\*\*\*\* 4.5 Special Council Meeting: 31 March 2017

That the Minutes of the Special Council Meeting held on 31 March 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seysi**  
**Seconded: Councillor N C Jacob**

\*\*\*\*\*4.6 Special Council Meeting: 04 April 2017

That the Minutes of the Special Council Meeting held on 04 April 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor N C Jacob**  
**Seconded: Councillor X Matyila**

\*\*\*\*\*4.7 Special Council Meeting: 21 April 2017

That the Minutes of the Special Council Meeting held on 21 April 2017, be and are hereby, **CONFIRMED & SIGNED** subject to the following correction

That the resolution to ItemC/3/33/04/17: "OATH OR SOLEMN AFFIRMATION BY A NEW MEMBER OF MUNICIPAL COUNCIL: COUNCILLOR D J SWART" which were inadvertently omitted, be inserted.

**Proposed: Councillor S E Gcabayi**  
**Seconded: Councillor X Matila**

5. STATEMENTS AND COMMUNICATIONS BY:

5.1 The Executive Mayor

None

5.2 The Speaker

None

6. PRESENTATIONS

None

7. **ITEMS FOR INFORMATION, WHICH HAVE BEEN DEALT WITH BY THE EXECUTIVE MAYOR IN TERMS OF DELEGATED AUTHORITY**

**Resolved**

That all the resolutions of the Executive Mayor to the Items as listed on the Agenda, be, and are hereby, **NOTED.**

**Proposed: Councillor S E Gcabayi**  
**Seconded: Alderman E V Wildeman**

**For information**

8. **CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)**

**Section 1: Office of the Municipal Manager**

No Items for consideration

**Section 2: Finance**

Resolution C/2/36/04/17

FINANCIAL REPORT FOR THE MONTH/QUARTER ENDING 31 MARCH 2017

**Department:** Finance **Demarcation:** All Wards

**File Ref:** 9/1/3/4

**Resolved**

That cognizance be taken of the Monthly/Quarterly Financial Report as at 31 March 2017.

**Proposed: Councillor L M Seyisi**  
**Seconded: Councillor N C Jacobs**

**To be Actioned by: Chief Financial Officer**



**Resolution C/2/37/04/17**

**LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 31 MARCH 2017**

**Department: Finance                      Demarcation: All Wards**

**File Ref: 5/15/6**

**Resolved**

1. That the Municipal Council confirms the withdrawals that were made in terms of Section 1(1)(b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter ended January and March 2017.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4) (b) of the Local Government: Municipal Finance Management Act, 2003.

**Proposed: Councillor S E Gcabayi**

**Seconded: Councillor X Matyila**

**To be Actioned by: Chief Financial Officer**

**Resolution C/2/38/04/17**

**VIREMENT REPORT FOR THE QUARTER ENDING 31 MARCH 2017**

**Department: Finance                      Demarcation: All Wards**

**File Ref: 9/1/3/4**

**Resolved**

1. That cognizance be taken of the Virement Report as at 31 March 2017.
2. That the report be submitted to the Municipal Public Accounts Committee in view of the fact that certain virements were approved in conflict with the Virement Policy of the Municipality.

**Proposed: Councillor A R Olivier**

**Seconded: Councillor L M Seyisi**

**To be Actioned by: Chief Financial Officer**



Resolution C/2/39/04/17

**OUTSTANDING DEBT REPORT: MARCH 2017/ 3<sup>RD</sup> QUARTER**

**Department:** Finance **Demarcation:** All Wards

**File ref:** 9/1/3/4

**Resolved**

That the Credit Control & Debt Collection statistics for the month March 2017 be noted.

**Proposed: Councillor X Matyila**

**Seconded: Councillor L M Seyisi**

**To be Actioned by: Chief Financial Officer / Manager Revenue**

Resolution C/2/40/04/17

**REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE QUARTER 01 JANUARY TO 31 MARCH 2017**

**Department:** Finance **Demarcation:** All Wards

**File Ref:** 8/1/5/5/2

**Resolution**

1. That Council notes the Supply Chain Management Implementation Report for the 3<sup>rd</sup> Quarter, January to March 2017, of the 2016/17 financial year in terms of Section 6(3) of the SCM Policy.
2. That Council notes the Deviations approved by the Municipal Manager for the 3<sup>rd</sup> Quarter, January to March 2017, of the 2016/17 financial year, in compliance with Section 36(2) of the SCM Policy.

**Proposed: Councillor S E Gcabayi**

**Seconded: Councillor N C Jacob**

**To be Actioned by: Chief Financial Officer / Manager: Supply Chain**

**Section 3: Corporate Services**

**Resolution C/3/39/04/17**

*Please note that this Item was re-numbered from C/3/33/04/17 to C/3/39/04/17 due to duplication*

**SALARY AND WAGE INCREASE FOR THE PERIOD 01 JULY 2017 TO 30 JUNE 2018**

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

**File Ref:** 12/2/1/3/1

**Resolved**

That it be noted that, in terms of the Multi-Year Salary and Wage Collective Agreement, dated 25 August 2015, the Salary and Wage increase for the 2017/2018 financial year, be as follows:

- (a) That the salary increase, in terms of clause 6.4 and 6.5 of the Collective Agreement shall be 7.36% with effect from 01 July 2017.
- (b) That any benefit or conditions of service as stipulated in clause 6.6 of the Collective Agreement shall increase by the same rate of 7.36%.
- (c) That the minimum wage rate shall increase by the same rate of 7.36%. The New Minimum Wage shall be R 6 845.09, with effect from 01 July 2017.
- (d) That the maximum medical aid Employer Contributions shall increase by 25% of the salary & wage increase for the 2017/2018 financial year as from 01 July 2017. The Employer shall contribute 60% of the monthly membership contribution to the maximum amount while the Employee will contribute 40% of the monthly contributions, also applicable to the 2017/2018 financial year.
- (e) That the flat-rate Home Owners Allowance shall increase to R 798.61 with effect from 01 July 2017; which is applicable to employees who currently pay bonded houses registered under their names and only one benefit applied to a household.

**Proposed: Alderman E V Wildeman**

**Seconded: Councillor L M Seyisi**

**To be Actioned by: Head Corporate Services / Snr Manager Human Resources**

**Section 4: Community Service**

**Resolution C/4/06/04/17**

**RURAL HOUSEHOLD WASTE- WITTEDRIFT AND SURROUNDING FARMLAND AREAS:**

**Department: Community Services      Demarcation: Ward (No)**

**File Ref: 3/2/1/2**

**Resolved**

1. That cognizance be taken of the report on the processes / corrective measures being implemented regarding the collection of rural household waste in Wittedrift and surrounding farmland areas, in response to the Notice of Motion received from Cncllr. W J Nel dated 24 March 2017 on the matter.
2. That the processes / corrective measures implemented by the Accounting Officer be supported on the provision that the drop-off point of the rural waste of Wittedrift and surrounding farmland areas not be located in Green Valley as it is a residential area.

**Proposed: Alderman E V Wildeman**

**Seconded: Councillor L M Seyisi**

**To be Actioned by: Acting Head Community Services**

**Resolution C/4/07/04/17**

**PUBLIC CONSUMPTION OF LIQUOR PUBLIC PARK & VACANT LAND AT ENTRANCE TO PINE STREET: WITTEDRIFT/ GREEN VALLEY**

**Department: Community Services      Demarcation: Ward 1**

**File Ref: 3/2/1/2**

**Resolved**

1. That cognizance be taken of the report on the corrective measures being implemented regarding the public consumption of liquor in the Public Park and vacant land at the entrance to Pine Street, Wittedrift / Green Valley, in response to the Notice of Motion received from Cllr. WJ Nel dated 24 March 2017 on the matter.

Ordinary Council Meeting: 26 April 2017

2. That the corrective measures being implemented by the Accounting Officer regarding the public consumption of liquor in the public park and vacant land at the entrance to Pine Street, Wittedrift / Green Valley be supported, subject to the following provisions:
  - (a) That the public open space areas in Green Valley be upgraded to allow for a space where the community can congregate.
  - (b) That processes be put in place to require organisers of events at the public open spaces to notify the Bitou Municipality prior to the event and accept responsibility for order at the events.
  - (c) That Law Enforcement liaise with the SAPS in order to have a more prominent presence in the area.
  - (d) That the Acting Head Community Services investigate and explore ways of managing the public open space as an entertainment area.
3. That the Acting Head Community Services in conjunction with Town Planning Division identify an alternative area in close proximity to the Taxi Rank in Kwanokuthula for entertainment / congregational area for the community and that Local Economic Development Division assist the small businesses in the area which could provide services at the recreational area so identified.

**Proposed: Councillor A R Olivier**

**Seconded: Councillor X Matyila**

**To be Actioned by: Acting Head Community Services**

**Section 5: Engineering Services**

No Items for consideration

**Section 6: Strategic Services**

No Items for consideration

**9. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

None received

**10. CONSIDERATION OF NOTICES OF MOTION**

None received

**11. CONSIDERATION OF MOTIONS OF QUESTIONS**





None received

12. **CONSIDERATION OF MOTIONS OF EXIGENCY**

None received

13. **IN-COMMITTEE MATTERS**

No In-Committee reports for consideration

13.1 **CONFIRMATION OF MINUTES: IN-COMMITTEE**

The Speaker thanked the members of the public for attending and respectfully requested them to leave the Chamber in order for Council to go In-Committee.

\* **Ordinary Council In-Committee Meeting: 31 January 2017**

That the In-Committee Minutes of the Ordinary Council Meeting held on 31 January 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seyisi**

**Seconded: Councillor X Matyila**

\*\* **Special Council In-Committee Meeting: 28 February 2017**

That the Minutes of the Special In-Committee Council Meeting held 28 February 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor S E Gcabayi**

**Seconded: Councillor L M Seyisi**

\*\*\* **Special Council In Committee Meeting: 2 March 2017**

That the Minutes of the Special Council In-Committee Meeting held on 2 March 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seyisi**

**Seconded: Councillor X Matyila**

\*\*\*\* **Special Council Meeting In Committee Meeting: 31 March 2017**

That the Minutes of the Special In-Committee Council Meeting held on 31 March 2017 be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor L M Seyisi**

**Seconded: Councillor S E Gcabayi**



Ordinary Council Meeting: 26 April 2017

\*\*\*\* Special Council In Committee Meeting: 21 April 2017

That the Minutes of the Special In-Committee Council Meeting held on 21 April 2017 be, and are hereby, CONFIRMED & SIGNED.

Proposed: Councillor X Matyila

Seconded: Councillor N C Jacob

14. RECORDING OF COUNCILLORS PRESENT

All councillors present

15. CLOSURE

The Speaker declared the meeting closed at 14h00.

CONFIRMED AND SIGNED

DATE:

SIGNATURE:



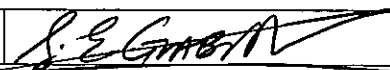
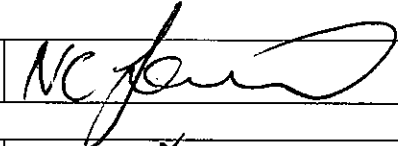

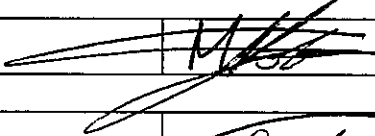
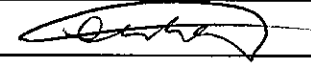

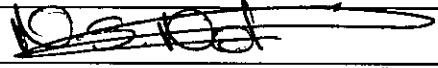


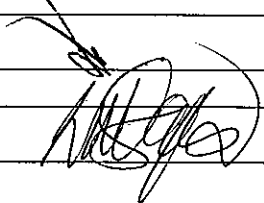
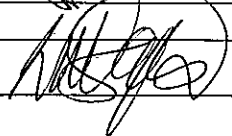
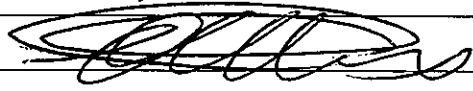
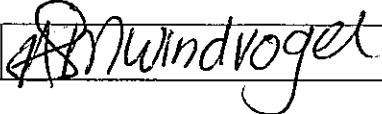
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The Speaker: Councillor A R Olivier

## ATTENDANCE REGISTER

### BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,  
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON  
WEDNESDAY, 26 APRIL 2017 AT 11H00

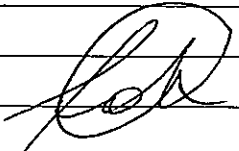

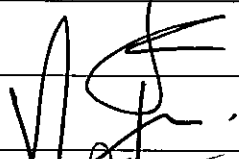
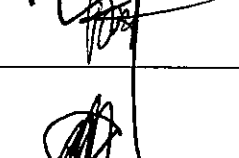
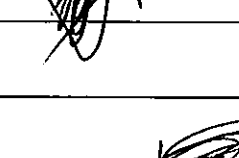
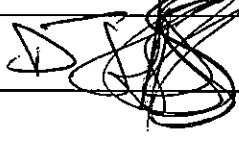
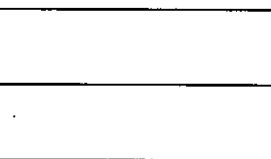
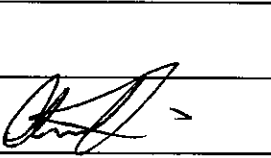
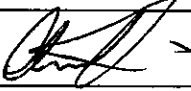
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COUNCILLOR S E GCABAYI	
COUNCILLOR N C JACOB	
COUNCILLOR J N KAMKAM	
COUNCILLOR M P LOBESE	
COUNCILLOR X MATYILA	
COUNCILLOR M M MBALI	
COUNCILLOR N NDAYI	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
COUNCILLOR D SWART	
COUNCILLOR L M SEYISI	
COUNCILLOR E V WILDEMAN	
COUNCILLOR A S M WINDVOGEL	

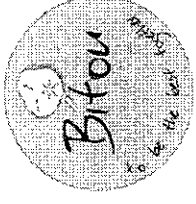
ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,  
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON  
WEDNESDAY, 26 APRIL 2017 AT 11H00

OFFICIALS

<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
<b>Heads of Department</b>		
Mr TC Ndlovu	Municipal Manager	
Mr G J Groenewald	Acting Chief Financial Officer / Strategic Manager: Office of the Municipal Manager	
Mr A Croutz	Acting Head Corporate Services/Manager Legal Services	
Mr. D Friedman	Head: Strategic Services	
Me P Ngqumshe	Head: Engineering Services	
Mr M Fouries	Acting Head: Community Services/Manager: Human Settlement & Public Amenities	
<b>Managers</b>		
Mr T Loliwe	Chief Internal Auditor	
Mr D Ncame	Manager: Office of the Mayor	
Mr. T Mhlana	Manager: Deputy Mayor	
Mr J Sijama	Manager Office of the Speaker	
Ms A A Greyling	Manager: Administration	
Mrs J Jansen	Principal Administration Officer	
Mr. A SAKATI	SRM Manager Public Safety	
Mr D. HEALME	MANAGER OFFICE OF EXEC. MAYOR	



# Bywoningsregister / Attendance Register

## Interested members of the Public

Thank you for attending.

Dankie vir u belangstelling.

Naam Name	Contact No Kontak Nr	Email address or fax Epos adres of faks	Representing	Signature
C. SCHULZEMANN	0836284001	c.schulzemann@plett.gov.za	BITOU PLANNING	
J. HOGG (t)	0846744223	j.hogg@plett.gov.za	Private	
O. M. LESIELE	0828076688	o.lesiele@plett.gov.za	plett.gov.za	
C. VLOK	533-8155	chris.vlok@plett.gov.za	PLETT RATEPAYERS	
J. BOASSA	083390-1034	jboassa@plett.gov.za	AUDIT COMMITTEES CHAIRPERSON	