

MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 31 MAY 2018 AT 09H08

1. OPENING

The Speaker opened the meeting at 9h08 and welcomed everyone present and requested Pastor Howard Smith to open the meeting with prayer.

2. ATTENDANCE

As per attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None received. All Councillors present.

4. STATEMENTS AND COMMUNICATIONS BY:

4.1 The Executive Mayor

The Executive Mayor mentioned that unrest are being experienced across South Africa as a result of the upcoming national elections and that it was evident that Bitou was not immune to it as the Kurland/Crags communities also embarked on some unrest action. Because of the unrest, he and the Ward Councillor of Ward 1, Councillor J N Kamkam, addressed the community and similarly engaged with the offices of the Deputy National Minister of Rural Development with regard to the issues raised during the unrest, which is mainly the community's need for housing. The Executive Mayor stressed the fact there is no municipal land available in the area as all land surrounding the Kurland/Crags area are either owned by the National Government or is privately owned.

The Executive Mayor expressed his concern regarding the proposed visit by the National Minister of Housing which has subsequently been cancelled and the community's response thereto, as the community has now applied for a march in order to hand over a memorandum to his good self.

The Executive Mayor requested that a Special Meeting be arranged to discuss the issue of land expropriation of private as well as government land especially around the Kurland/Crags Area.

In his closing statement the Executive Mayor emphasized the need of implementing new technology insofar as utilizing fire resistant material in the rebuilding of shacks which have burnt down in order to reduce the further spread of fires..

4.2 The Speaker

The Speaker welcomed the Municipal Manager, Mr Thabo Ndlovu back in office and expressed his opinion that he trusted that the administration would be more stable and service delivery would improve with specific reference to electricity and cleansing.

5. PRESENTATIONS

None

6. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)

Before the proceeding with the Items for consideration, the Speaker amended the order of the Portfolio Index as follows:

- Section 1 – C/1/89/05/18: Bitou Municipality Third Quarter (January – March 2018) SDBIP Report on Performance for the current Financial Year
- Section 6 – C/6/55/05/18: Adoption of 2018/2019 Revised Integrated Development Plan
- Section 2 - C/2/93/05/18: Operating and Capital Budget: 2018/2019 and Medium Term Revenue and Expenditure Framework (MTREF)

and then as per order on Portfolio Index as from Item C/2/94/05/18 to Item C/5/40/05/18.

Section 1: Office of the Municipal Manager

Resolution C/1/89/05/18

BITOU MUNICIPALITY THIRD QUARTER (JANUARY – MARCH 2018) SDBIP REPORT ON PERFORMANCE FOR THE CURRENT FINANCIAL YEAR

Department: Office of the Municipal Manager Demarcation: All Wards

File Ref: 5/1/1/4

Resolved

That the Municipal Council take note of the performance report on the Service Delivery and Budget Implementation Plan for the third quarter, January to March 2018 of the current (2017/2018) Financial Year.

Proposed: Councillor X Matyila
Seconded: Councillor M M Mbali

To be Actioned by: Strategic Manager
Cc: Municipal Manager

Section 6: Strategic Services

Resolution C/6/55/05/18

ADOPTION OF 2018/2019 REVISED INTEGRATED DEVELOPMENT PLAN

Department: Strategic Services

Demarcation: All Wards

File Ref: 2/8/5

During the discussion of the Item, Councillor M M Mbali requested a 5 minute caucus, which the Speaker granted. The Speaker adjourned the meeting at 9h23 and reconvened the meeting at 9h29.

Resolved

1. That Council approves the revised 2018/2019 Integrated Development Plan tabled with the budget for the 2018/2019 financial year as well as the 2019/2020 and 2020/2021 medium term revenue and expenditure framework.;
2. That the revised approved 2018/2019 Integrated Development Plan tabled with the budget inclusive of budget related policies, service level standards and draft Service Delivery and Budget Implementation Plans be sent to the MEC for Local Government and Provincial Treasury.

Proposed: Councillor M M Mbali

Seconded: Councillor L M Seyisi

To be Actioned by: Manager IDP

Cc: Head Engineering Services

Section 2: Finance

Resolution C/2/93/05/18

OPERATING AND CAPITAL BUDGET: 2018/2019 AND MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)

Department: Finance

Demarcation: All Wards

File Ref: 5/1/1/4

It should be noted that amended pages 7, 9, 11 & 13 to the Budget were tabled at the meeting.

Resolved

1. That the Council of the Bitou Local Municipality, acting in terms of Section 24 of the Municipal Finance Management Act (Act 56 of 2003), approves and adopts for implementation:



Special Council Meeting: 31 May 2018

- a) The Annual Budget of the municipality for the 2018/19 financial year and the multi-year and single-year capital appropriations as set out in the following tables:
- i) Budgeted Financial Performance (revenue and expenditure by standard classification) (MBRR Table A2);
 - ii) Budgeted Financial Performance (revenue and expenditure by municipal vote) (MBRR Table A3);
 - iii) Budgeted Financial Performance (revenue by source and expenditure by type) (MBRR Table A4); and
 - iv) Multi-year and single-year capital appropriations by municipal vote and standard classification and associated funding by source. (MBRR Table A5).
 - v) The financial position, cash flow Budget, cash-backed reserve/accumulated surplus, asset management and the Final Draft basic service delivery targets are approved as set out in the following tables:
 - vi) Budgeted Financial Position (MBRR Table A6);
 - vii) Budgeted Cash Flows (MBRR Table A7);
 - viii) Cash backed reserves and accumulated surplus reconciliation (MBRR Table A8);
 - ix) Asset management (MBRR Table A9); and
 - x) Basic service delivery measurement (MBRR Table A10).
2. That the Council of Bitou Local Municipality, acting in terms of Section 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts the tariffs for property rates, the tariffs for electricity, the tariffs for the supply of water, the tariffs for sanitation services, the tariffs for solid waste services as set out in Annexure A.
3. That the Council of Bitou Local Municipality, acting in terms of Section 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts the tariffs and fees for other services, as also set out in Annexure A.
4. That the Council of Bitou Local Municipality, acting in terms of Section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts the following Budget related policies as set out in Annexure D;
- (a) Borrowing Policy and guidelines
 - (b) Petty Cash Policy
 - (c) Credit Control & Debt Collection Policy, subject to the following amendments:
 - (i) That clause (e) under the heading 4.5: *Duties and functions of councilors*, be deleted.
 - (d) Tariff Policy
 - (e) Liquidity, Funding and Reserves Policy
 - (f) Supply Chain Management Policy for Goods & Services
 - (g) Investment & Cash Management Policy
 - (h) Asset Management Policy
 - (i) Property Rates Policy

Special Council Meeting: 31 May 2018

- (j) Indigent Support Policy
 - (k) Budget Implementation and Monitoring Policy
 - (l) Travelling Allowance Policy
 - (m) Overtime Policy
 - (n) Infrastructure Procurement & Delivery Policy
 - (o) Subsistence and Travel Allowance Policy
5. To give proper effect to the municipality's Annual Budget, the Council of Bitou Local Municipality approves:
- (a) That cash backing be implemented through the utilisation of a portion of the realisable accumulated surplus as at the end of the financial year to ensure that all capital reserves and provisions, unspent long-term loans and unspent conditional grants are cash backed as required in terms of the municipality's funding and reserves policy as prescribed by section 8 of the Municipal Budget and Reporting Regulations.
6. That the Council approves the Long Term Financial Plan attached as Annexure G.
7. That a report be submitted to Council in June 2018 giving in-depth background on the AMA 50/50 incentive in the Credit Control and Debt Collection Policy, and coming forward with possible solutions to the proposal of allowing consumers in the R3,600 – R10, 000 income group relief regarding the payment period, and other proposals.
8. That a properly planned communication strategy be deployed via roadshows where all issues of payment of services will be addressed.

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

To be Actioned by: Chief Financial Officer

Resolution C/2/94/05/18

**CAPITAL BUDGET: RAISING OF EXTERNAL LOANS TO FUND 2017/2018
CAPITAL PROJECTS: R30, 875, 552.00 MILLION**

Department: Finance **Demarcation:** All Wards

File Ref: 5/6/1/2

Resolved

1. That Council resolve to approve the incurring of the long-term debt amounting to R 30 875 552.
2. That the capital projects be implemented in terms of the revised 2017/2018 Capital Budget Program.



Special Council Meeting: 31 May 2018

3. That the Municipal Manager be delegated to sign all documents required in the execution of the above resolution (1).
4. That Council acknowledge that all processes relating to the incurring of Long Term Debt, as set out in terms of Section 46 of the Municipal Finance Management Act, have been complied with.

Proposed: Councillor M M Mbali
Seconded: Councillor L M Seyisi

To be Actioned by: Chief Financial Officer

Resolution C/2/95/05/18

OUTSTANDING DEBT REPORT: APRIL 2018

Department: Finance Demarcation: All Wards

File ref: 9/1/3/4

Resolved

1. That the Credit Control & Debt Collection statistics for the month of April 2018 be noted.
2. That a report on Bad Debt and Indigent Debt be brought to Council for possible write off.

Proposed: Councillor M M Mbali
Seconded: Councillor N C Jacob

To be Actioned by: Manager Revenue
Cc: Chief Financial Officer

Section 3: Corporate Services

No Items for consideration

Section 5: Engineering Services

Resolution C/5/40/05/18

MUNICIPAL INFRASTRUCTURE GRANT (MIG): ADJUSTED ALLOCATION FOR 2017/18 AND DETAILED PROJECT IMPLEMENTATION PLAN FOR 2018/19 MTREF PERIOD

Department: Engineering Services **Demarcation:** All wards

File Ref: 12/2/1/4/55

Resolved

1. That Council rescinds Resolution C/5/39/03/18 for the Acceleration Plan required by DCoG for MIG projects currently being implemented in the 2017/18 financial year, since the Acceleration Plan could not be implemented due to the reduced MIG allocation.
2. That Council approve the Detailed Project Implementation Plan for the remainder of 2017/18 incorporating the reduced allocation, which will be reflected in the May 2018 Adjustment Budget.
3. That Council approve the Detailed Project Implementation Plan for the MTREF period commencing from 2018/19 which include the implementation of the following projects for the 2018/19 financial year:
 - a) 232573 – Kranshoek: Upgrade Bulk Water Supply
 - b) 232200 - Kwa-Nokuthula: Upgrade Bulk Outfall Sewer
 - c) 231917 – Kranshoek: Upgrade Gravel Roads
 - d) 250398 – Bossiesgif/Qolweni: Upgrade Sports Facility
 - e) 263507 – Kwa-Nokuthula: New High Mast and Street Lighting, Phase 4

Proposed: Councillor M M Mbali

Seconded: Councillor X Matyila

To be Actioned by: Manager Projects

Cc: Head Engineering Services

7. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None received

8. CONSIDERATION OF NOTICES OF MOTION

None received

9. **CONSIDERATION OF MOTIONS OF QUESTION**

None received

10. **CONSIDERATION OF MOTIONS OF EXIGENCY**

None received

11. **IN-COMMITTEE MATTERS**

None received

12. **RECORDING OF COUNCILLORS PRESENT**

The Speaker recorded that all Councillors were present at the meeting.

13. **CLOSURE**

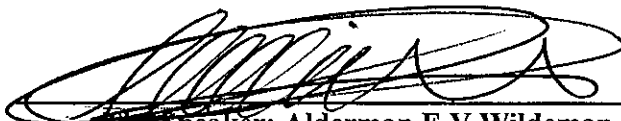
The Speaker declared the meeting closed at 10h20.

CONFIRMED AND SIGNED

DATE:

6/8/18

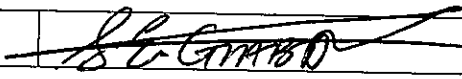
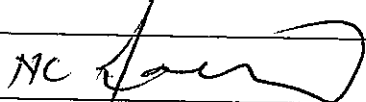
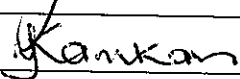
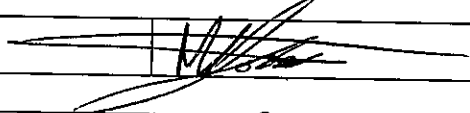
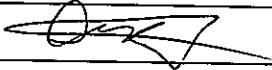

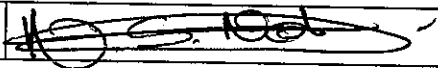
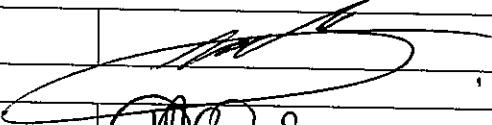

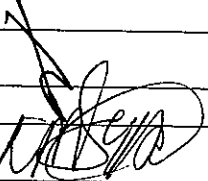
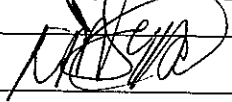
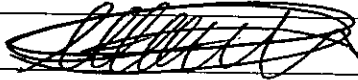
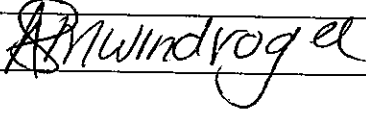
SIGNATURE:


Alderman E V Wildeman

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
THURSDAY, 31 MAY 2018 AT 09H00

<u>NAME</u>	<u>SIGNATURE</u>
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	
ALDERMAN E V WILDEMAN	
COUNCILLOR A S M WINDVOGEL	

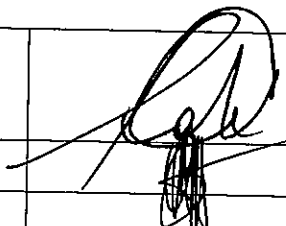
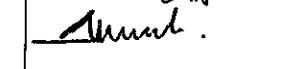




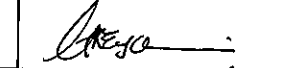



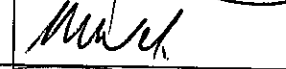

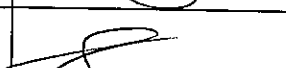
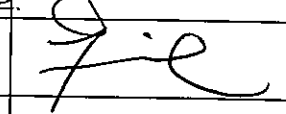


ATTENDANCE REGISTER

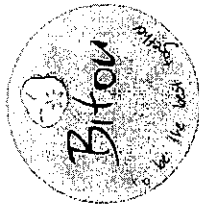
BITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
THURSDAY, 31 MAY 2018 AT 09H00

OFFICIALS

<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
Heads of Department		
Mr T Ndlovu	Municipal Manager	
Mr V Mkhafa	Chief Financial Officer	
Mr G Groenewald	Acting Head: Corporate Services/ Strategic Manager in office of the Municipal Manager	
<i>C. BASSON</i> Mr. D Friedman	<i>Acting</i> Head: Strategic Services	
Mr P Haperstadt	Acting Head: Engineering Services/ Manager Electrical & Mechanical Engineering	
Mr A Sakati	Acting Head: Community Services/Senior Manager: Public Safety	
Managers		
Ms AA Greyling	Manager: Administration	
Ms H Bester	Executive Chief Internal Auditor	
Mr D Nceme	Manager: Office of the Mayor	
Mrs J Jansen	Principal Administration Officer	
Ms M Nel	Administrator/Clerk	
<i>O. ESSA</i>	<i>Manager: Projects</i>	
<i>J Hense</i>	<i>GPB Manager</i>	
<i>L Lohwe</i>	<i>LEGAL</i>	

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. Vlok	533-5155	stoffer.vlok@gmail.com	PLATTENBERG RATEPAYERS	<i>[Signature]</i>
O. P. SIK	082 907 6699	thrusika@ipke.com	Plattlenberg	<i>[Signature]</i>
T. M. BOARDMAN	083 390 1034	boardman@ipke.com	AUDIT COMMITTEE CHAIR	<i>[Signature]</i>
H. M. SMITH	082 978 4464	hsmith@ipke.com	Church	<i>[Signature]</i>

[Handwritten mark]