

**MINUTES OF THE ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, PLETTENBERG BAY, ON WEDNESDAY, 30 SEPTEMBER 2015 AT 9H00**

**1. OPENING**

The Speaker, Councillor AR Olivier declared the meeting open at 9h06 and welcomed everyone present.

She then requested Councillor H Plaatjies to open the meeting with prayer.

**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 applications for leave of absence were received. Councillor S Besana requested to be excused at 10h00 in order to attend a doctor's appointment.

**Resolved**

That Councillor S Besana's request to be excused before the conclusion of the meeting, in order to attend a doctor's appointment be granted.

**4. CONFIRMATION OF MINUTES:**

**\* 4.1 Ordinary Council Meeting: 25 June 2015**

That the Minutes of the Ordinary Council Meeting held on 25 June 2015, be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor EE Pause**  
**Seconded: Councillor NM De Waal**

**\*\* 4.2 Special Council Meeting: 20 August 2015**

That the Minutes of the Special Council Meeting held on 20 August 2015, be, and are hereby, **CONFIRMED & SIGNED.**

**Proposed: Councillor WR Craig**  
**Seconded: Councillor M Seyisi**



**5. STATEMENTS AND COMMUNICATIONS BY:**

**5.1 The Executive Mayor**

The Executive Mayor informed the meeting of the fire tragedy which occurred in Kwanokuthula Township where approximately 10 – 12 shacks burned down on 29<sup>th</sup> September 2015. He expressed his condolences to the shack owners and reiterated that the municipality will do their utmost best to see to the needs of the fire victims.

He also referred to the report by the media regarding the increased crime statistics of Bitou and suggested that Municipal Council make time to meet with the two Station Commissioners as part of intergovernmental relations to discuss the matter in an endeavor to identify ways of combatting crime in Bitou.

Lastly, the Executive Mayor informed Council that he was again summonsed by Parliament to appear before the Standing Committee of Local Government to present the progress made by Bitou between 2011 to date, and how the R1.7 million has been applied.

He was happy to report that the presentation done by himself, the Municipal Manager and the Head Corporate Services was well received and that the Committee was happy with the progress made in terms of the financial status of the municipality, the organisational redesign as well as the professional way in which the municipality was run. The Executive Mayor expressed his thanks to the Municipal Manager, his Heads of Department, Councillors and everybody who has played a role in achieving these objectives.

**5.2 The Speaker**

None

**6. PRESENTATION**

None received

**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 E E Paulse  
Seconded: Councillor N Ndayi

**For information**

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

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

No items for consideration

8.2 **Section 2: Finance**

Resolution C/2/248/09/15

**FINANCIAL REPORT FOR THE MONTH/QUARTER ENDING 30 JUNE 2015**

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

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

**Resolved**

That cognisance be taken of the Monthly/Quarterly Financial Report as at 30 June 2015.

Proposed: Councillor S B Farrow

Seconded: Councillor E E Paulese

**For information**

Resolution C/2/249/09/15

**LIST OF WITHDRAWS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 30 JUNE 2015**

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

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

**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 30 June 2015.
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 B Farrow

Seconded: Councillor N M de Waal

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



Resolution C/2/250/09/15

**VIREMENT REPORT FOR THE QUARTER ENDING 30 JUNE 2015**

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

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

**Resolved**

That cognisance be taken of the Virement Report as at 30 June 2015.

Proposed: Councillor H Plaatjies

Seconded: Councillor W R Craig

**For information**

Resolution C/2/251/09/15

**REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN  
MANAGEMENT POLICY FOR THE QUARTER 01 APRIL TO 30 JUNE 2015**

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

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

**Resolved**

1. That the Municipal Council notes the Supply Chain Management Implementation Report for the 4th Quarter of the 2014/15 Financial Year, April to June 2015.
2. That a column be added to reflect the date of submission of tender specification.

Proposed: Councillor N M De Waal

Seconded: Councillor S B Farrow

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

Resolution C/2/252/09/15

**ANNUAL REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN  
MANAGEMENT POLICY FOR THE FINANCIAL YEAR ENDING 30 JUNE 2015  
IN TERMS OF SECTION 6(2) ( a)(i) OF THE POLICY**

**Department:** Finance

**Demarcation:** All Wards

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

**Resolved**

1. That the Municipal Council takes note of the implementation of the Supply Chain Management Policy for the period 1 July 2014 to 30 June 2015.
2. That cognisance be taken of the Annual Inventory Count Report for the 2014 / 2015 Financial Year and that the bookkeeping errors resulting in inventory surpluses be corrected, shortages expensed as set out in the report to the appropriate votes.
3. That the obsolete items to the value of R 64 862.77, be written down and sold at public auction.
4. That the report be made available to the public in terms of Section 21A of the Municipal Systems Act (Act 32 of 2000) after serving before the Municipal Council.
5. That in future, the supporting documents to the Annual Report on the implementation of the Supply Chain Management Policy be annexed to the report.

Proposed: Councillor N Ndayi

Seconded: Councillor S B Farrow

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



**Resolution C/2/253/09/15**

**WRITING OFF OF PROPERTY PLANT EQUIPMENT**

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

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

**Resolved**

1. That all moveable assets not verified and listed in Annexure A, with a total book value of R 81,286.03 as at 30 June 2015, be recommended for write off to the municipal council, as required by the municipality's Asset Management Policy.
2. That all infrastructure assets not verified and listed in Annexure C, with a total book value of R 3,023,247.05 as at 30 June 2015, be recommended for write off to the municipal council, as required by the municipality's Asset Management Policy.
3. That all assets classed as "Scrap" and listed in Annexure B, with a total book value of R68,850.94 as at 30 June 2015, be recommended for write off to the municipal council, as required by the municipality's Asset Management Policy.
4. That prior to the disposal of these assets, Section 14 of the MFMA and all other requirements be complied with as stipulated within the Municipal Asset Transfer Regulations, Government Gazette 31346.

Proposed: Councillor W R Craig  
Seconded: Councillor E E Paulse

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

**Resolution C/2/254/09/15**

**OUTSTANDING DEBT: JUNE 2015**

**Department:** Financial Services **Demarcation:** All Wards

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

**Resolved**

That the Credit Control & Debt Collection statistics for June 2015 be noted.

Proposed: Councillor E E Paulse  
Seconded: Councillor W R Craig

**For information**

Resolution C/2/255/09/15

**OUTSTANDING DEBT: JULY 2015**

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

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

**Resolved**

1. That the Credit Control & Debt Collection statistics for July 2015 be noted.
2. That the Finance Department endeavour to reflect the debt per suburb of Qolweni/Bossiesgif separately from the debt of New Horizon.

Proposed: Councillor E E Paulse

Seconded: Councillor N Ndayi

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

**8.3 Section 3: Corporate Services**

Resolution C/3/128/09/15

**MONTHLY REPORT: CORPORATE SERVICES - HUMAN RESOURCES  
SECTION FOR THE PERIOD OF 1 JUNE 2015 TO 31 JULY 2015**

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

**File Ref:** 9/1/33

**Resolved**

That cognisance be taken of the monthly report from the Human Resources Section for the period of 1 June 2015 to 31 July 2015.

Proposed: Councillor N Ndayi

Seconded: Councillor E E Paulse

**For information**



**Resolution C/3/129/09/15**

**EMPLOYMENT EQUITY STATUS: FOR THE PERIOD 1 JUNE 2015 TO 31 JULY 2015**

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

**File Ref:** 4/10/3

**Resolved**

1. That the cognisance be taken of the employment equity status for the period 1 June 2015 to 31 July 2015.
2. That the administration to ensure compliance with every aspect of the Employment Equity plan.

Proposed: Councillor N Ndayi  
Seconded: Councillor S B Farrow

**To be Actioned by: Head Corporate Services; Acting Executive Manager Human Resources**

**Resolution C/3/130/09/15**

**ENGINEERING SERVICE: ELECTRICAL AND MECHANICAL SECTION  
INTERNAL GRADING/REMUNERATION OF ELECTRICAL STAFF**

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

**File Ref:** 4/8/4

**Resolved**

1. That the Municipal Council approve the following upgrades in principle and that it be referred to the Unions for consultation:
  - (a) That all Superintendents be upgraded one (1) TASK grade, from T12 to T13 and subsequently become Senior Superintendents in terms of TASK post designations as from the date of Council resolution, namely 30 September 2015.
  - (b) That all Senior Electricians be upgraded one (1) TASK grade, from T11 to T12 and subsequently become Superintendents in terms of TASK post designations as from the date of Council resolution, namely 30 September 2015.



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- (c) That the Senior Fitter be upgraded one (1) TASK grade, from T11 to T12 and subsequently become Chief Fitter in terms of TASK post designations as from the date of Council resolution, namely 30 September 2015.
  - (d) That the Fitter be upgraded one (1) TASK grade, from T10 to T11 and subsequently become Senior Fitter in terms of TASK post designations as from the date of Council resolution, namely 30 September 2015.
  - (e) That all Electricians be upgraded one (1) TASK grade, from T10 to T11 and subsequently become Senior Electricians in terms of TASK post designations as from the date of Council resolution, namely 30 September 2015.
  - (f) That suitable permanent personnel in the Section (Assistant Electricians, Electrical Assistants, etc.) be mentored and trained to become qualified Artisans in terms of Council's Skills Development Program.
2. That a workshop be arranged in October 2015 to finalise the Organogram and that a moratorium be placed on the re-evaluation and submission to Council on non-key positions until the organogram has been approved by the Municipal Council.

Proposed: Councillor E E Paulse  
Seconded: Councillor R S Koeberg

**To be Actioned by: Head Corporate Services; Acting Executive Manager Human Resources**

Resolution C/3/131/09/15

**MULTI -YEAR SALARY AND WAGE COLLECTIVE AGREEMENT FOR THE PERIOD 2015 TO 2018**

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

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

**Resolved**

That cognisance be taken of the multi-year Salary and Wage Collective Agreement for the period 2015 to 2018 entered into between the South African Local Government Association and the trade Unions IMATU and SAMWU.

Proposed: Councillor W R Craig  
Seconded: Councillor S B Farrow

**For information**



**Resolution C/3/132/09/15**

**MONTHLY REPORT: CORPORATE SERVICES - HUMAN RESOURCES SECTION FOR THE PERIOD OF 01 AUGUST 2015 TO 31 AUGUST 2015**

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

**File Ref:** 9/1/33

**Resolved**

That cognisance be taken of the monthly report from the Human Resources Section for the period 1 August 2015 to 31 August 2015.

Proposed: Councillor E E Paulse

Seconded: Councillor N Ndayi

**For information**

**Resolution C/3/133/09/15**

**EMPLOYMENT EQUITY STATUS REPORT FOR THE MONTH ENDING 31 AUGUST 2015**

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

**File Ref:** 4/10/3

**Resolved**

1. That cognisance be taken of the Employment Equity Status report for the month ending 31 August 2015.
2. That the administration be urged to ensure compliance with every aspect of the Employment Equity plan.

Proposed: Councillor N Ndayi

Seconded: Councillor S B Farrow

**To be Actioned by:** Head Corporate Services; Acting Executive Manager Human Resources

**Resolution C/3/134/09/15**

**REPORT BACK ON FEEDBACK RECEIVED REGARDING THE ACTIONING OF RESOLUTIONS (CONFIRMED MINUTES)**

**Department:** Corporate Services

**Demarcation:** All Wards

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

**Resolved**

1. That cognisance be taken of the feedback provided by the respective departments regarding the execution of resolutions and the status thereof.
2. That the feedback report on resolutions also be submitted to the Councillors and Heads of Department meetings on a quarterly basis in future.

Proposed: Councillor S B Farrow

Seconded: Councillor N Ndayi

**To be Actioned by:** Head Corporate Services; Manager Administration

**Section 4: Community Services**

**Resolution C/4/79/09/15**

**SECURITY BOOMS AT CENTRAL BEACH CARPARK: PLETTENBERG BAY**

**Department:** Community Services

**Demarcation:** All Wards

**File Ref:** 17/11/9

**Resolved**

1. That the installation of the booms and security fence to control access of vehicles at Central Beach Carpark, between 00h00 to 05h30 to reduce the noise factor of late night visitors to the beach, be approved, in principle.
2. That a public participation process be followed with the whole of the community including Ward Committee Members of all Wards regarding the proposed installation of the security booms at central beach carpark.



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3. That once feedback has been obtained from the community the matter be re-submitted to the Municipal Council for consideration.
4. That the public participation process be driven by the Speaker's office, with the assistance of the relevant officials.

Proposed: Councillor M Booysen  
Seconded: Councillor N Ndayi

That it be noted that the ANC Councillors objected to the installation of a security boom at central beach carpark.

**To be Actioned by: Head Community Services; Manager Human Settlements and Public Amenities**

**Resolution C/4/80/09/15**

**DONATION: PORTION 25 (PORTION OF PORTION 1) OF THE FARM 308; PLETTENBERG BAY**

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

**File Ref: 18/25/308**

**Resolved**

1. That the Municipal Council accepts with gratitude the donation of Portion 25 (Portion of Portion 1) of the Farm 308, Plettenberg Bay from the Plettenberg Bay Housing Trust.
2. That a letter of appreciation be send to the Plettenberg Bay Housing Trust.

Proposed: Councillor S B Farrow  
Seconded: Councillor W R Craig

**To be Actioned by: Head Community Services; Manager Human Settlements and Public Amenities**

**Resolution C/4/81/09/15**

**APPLICATION FOR REDUCTION / WAIVER OF SERVICE CHARGES:  
SAFE HOUSE – ELIM CARE MINISTRIES: NEW HORIZONS**

**Department:** Community Services      **Demarcation:** All Wards

**File Ref:** 5/14/1/5

**Resolved**

That this Item be referred back to be investigated and dealt with administratively and under delegated authority by the Municipal Manager.

Proposed: Councillor S B Farrow  
Seconded: Councillor E E Paulse

**To be Actioned by: Head Community Services; Manager Human Settlements & Public Amenities**

**Resolution C/4/82/09/15**

**APPLICATION FOR APPROVAL OF THE TRANSFER OF THE MEMBERS'S INTEREST IN SKYPROPS 1054 CC IN TERMS OF CLAUSE 5 OF THE NOTARIAL DEED OF LEASE REGISTERED OVER ERF 8183, PLETTENBERG BAY COMPRISING THE PUBLIC SWIMMING POOL AND HEALTH CLUB PROTOCOL NO 551**

**Department:** Corporate Services      **Demarcation:** Ward 2

**File Ref:** 18/8183/PB and 4/3/R

Please note that Annexure B was omitted from the Agenda and copies of the attachment have been distributed at the Municipal Council Meeting of 30 September 2015.

**Resolution by the Executive Mayor**

That the application for the transfer of the members Interest in the Lessee namely, Skyprops 1054 CC as is required in terms of Section 5 of the Notarial Deed of Lease, be approved, subject thereto that the new member/members provide written confirmation to the municipality that the conditions of the Notarial Deed of sale will be adhered to.

Proposed: Councillor S B Farrow  
Seconded: Councillor H Plaatjies

**To be Actioned by: Head Community Services; Manager Human Settlements & Public Amenities & Manager Legal Services**

**Section 5: Engineering Services**

**Resolution C/5/66/09/15**

**EXPANDED PUBLIC WORKS PROGRAMME (EPWP) BITOU MUNICIPAL PERFORMANCE REPORT FOR THE PERIOD OF 1 APRIL 2014 – 31 MARCH 2015**

**Department: Engineering Services Demarcation: All Wards**

**File Ref: 17/14/1/2**

**Resolved**

1. That the Municipal Council takes cognisance of the report and the contents of the letter received from the Provincial Department of Transport and Public Works
2. That the Municipal Council commit itself to the implementation of the Expanded Public Works Programme (EPWP).
3. That the Head of Departments and Project Managers take cognisance of the correspondence sent through to them via email facility on the 30<sup>th</sup> July 2015, its contents with regard to reporting requirements of the new EPWP Reporting System.
4. That an EPWP Local Forum for Bitou Local Municipality with a Political Champion be established.
5. That a breakdown per ward of the EPWP programme be made available to all Councillors.

Proposed: Councillor N Ndayi  
Seconded: Councillor H Plaatjies

**To be Actioned by: Head Engineering Services**

**Resolution C/5/68/09/15**

**PROPOSED NEW MUNICIPAL OFFICE DEVELOPMENT: UPDATE**

**Department: Engineering Services Demarcation: Ward 4**

**File Ref: 18/12624/PB & 18/2096/PB**

**Resolved**

1. That the Municipal Council rescinds Resolutions C/6/210/12/2013, C/6/189/09/13 and C/6/245/06/14 and replace with this resolution.

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2. That the Municipal Manager of Bitou Municipality be, and he is hereby authorised and directed to notify National Treasury and the treasury of Western Cape of its intent to initiate processes in terms of both MSA section 78, MFMA section 120 and the Municipal PPP Regulations, to assess the appropriate mechanism, either internal or external, including a PPP, for the provision of said municipal service, which processes may entail the conducting of a feasibility study, and to register said project with the National Treasury PPP Unit.
3. That the Municipal Manager further be, and he is hereby so authorised and directed, to conduct the internal and external assessments required by MSA section 78, and if, at the conclusion of said internal and external assessments determines, in his sole discretion, that it is in the best interests of this Municipality to conduct a feasibility study to determine the appropriateness of the provision of said municipal service by an external mechanism including a PPP, to proceed to conduct said feasibility study consistent with all applicable statutory and regulatory requirements, and report the findings of said feasibility study to this Council in due course.
4. That the Municipal Manager further be, and is hereby so authorised and directed to:
  - (a) appoint the Manager: Projects as the suitably qualified Project Officer in terms of section 7 of the Municipal PPP Regulations.
  - (b) if requested by either National Treasury or Western Cape Treasury, appoint an advisor.
  - (c) apply to the Project Development Facility (PDF) of National Treasury for funding to defray the expenses of said advisor.
5. That a Project Steering Committee consisting of all the Managers in the various Departments be established under the leadership of the Project Officer and assisted by the Heads of Departments and the PPP Units of National Treasury and the Western Cape Government for the purpose of planning and implementing this development.
6. That the findings of the feasibility study referenced in Clause 3, above, be presented to this Council in the following order:
  - (a) The findings and recommendations of the internal assessment (included in this item).
  - (b) The findings and recommendations of the external assessment.
  - (c) The recommendations to Council in terms of the way forward.

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7. That the said Municipal Manager further be, and he is hereby so authorised and directed, to take such other and further actions as are necessary and desirable in order to effect this Resolution in order that the Council of Bitou Municipality may be provided all relevant and pertinent information to permit a reasoned, deliberate decision on the provision of said municipal service.

Proposed: Councillor R S Koeberg  
Seconded: Councillor S B Farrow

To be Actioned by: **Head Engineering Services**

**Resolution C/5/69/09/15**

**PROCLAIMED MAIN ROAD: ODLAND STREET (FROM SINCLAIR STREET AND BEACON ISLAND DRIVE (TO LONGSHIPS) (MR 383)**

**Department: Engineering Services Demarcation: Ward 2**

**File Ref: 16/3/2**

**Resolved**

That the Municipal Council approves the estimated amount of R 3 397 715 for Programmed Maintenance Work to proclaimed Main Road 383 for Financial Year 1 July 2016 to 30 June 2017.

Proposed: Councillor S B Farrow  
Seconded: Councillor N M De Waal

To be Actioned by: **Head Engineering Services**

**Resolution C/5/70/09/15**

**DEVELOPMENT CONTRIBUTIONS POLICY FOR ENGINEERING SERVICES FOR BITOU LOCAL MUNICIPALITY FOR IN PRINCIPLE APPROVAL BY COUNCIL**

**Department: Engineering Services Demarcation: All Wards**

**File Ref: 4/5/2/7**

**Resolved**

1. That the Development Contributions Policy for Engineering Services for the Bitou Municipality be approved in principle by the Municipal Council.



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2. That the Development Contributions Policy for Engineering Services for the Bitou Municipality be workshopped with all relevant stakeholders.
3. That the Development Contributions Policy for Engineering Services for the Bitou Municipality Policy be re-submitted for Council adoption and final approval after the stakeholder engagement process has been finalized.

Proposed: Councillor N Ndayi  
Seconded: Councillor N M De Waal

**To be Actioned by: Head Engineering Services**

**Section 6: Strategic Services**

Resolution C/6/287/09/15

**BUILDING CONTROL SECTION: QUARTERLY REPORT: APRIL – JUNE 2015**

**Department: Strategic Services      Demarcation: All Wards**

**File Ref: 9/1/3/7**

**Resolved**

That cognisance be taken of the quarterly report from the Building Control Section for the period April to June 2015.

Proposed: Councillor E E Paulse  
Seconded: Councillor H Plaatjies

**For information**

**Resolution C/6/288/09/15**

**ALIENATION OF LAND: NEW MAGISTRATE OFFICES**

**Department:** Strategic Services **Demarcation:** Ward 3

**File Ref:** 18/2239/PB

**Resolved**

That it be accepted that the Municipal Council is supportive of the transfer of a portion of Municipal land,  $\pm 4\,029\text{ m}^2$  in extent (as indicated on the SG Diagram No 2291/2010 dated March 2010), to the State at no cost, on the clear understanding that:

- (a) Erf 9839 be consolidated with Erf 2239, Plettenberg Bay to facilitate the construction of new Magistrate's Offices.
- (b) That the encroachments (Annexure Diagram A) over municipal land which are indicated on the attached drawing be condoned, namely;
  - (i) Disabled person's wheel chair ramps (and landing) for access from the court basement to the Court Main Entrance – encroachment on access servitude ( $63\text{m}^2$ ).
  - (ii) Entrance canopy roof projection – encroachment on access servitude ( $3,9\text{m}^2$ ).
  - (iii) Court Roof projection over Eastern boundary -  $0,6\text{m}^2$ .
  - (iv) A portion of the dividing wall between the Court building and Library – encroachment on access servitude (25 linear meters / 1m wide –  $25\text{m}^2$ ).
  - (v) Prisoner fire escape holding yard / area on the West of the court building – encroachment on access servitude ( $57\text{m}^2$ ).
- (c) All prescribed procedures to be followed for the transfer of land to a State Entity.
- (d) That the Municipal Council delegates to the Municipal Manager or his assignee authorisation to enter into negotiations to expedite the matter with the Department Public Works to transfer Erf 4131 in exchange for Erf 9839 Plettenberg Bay.

Proposed: Councillor R S Koeberg  
Seconded: Councillor S B Farrow

**To be Actioned by: Head Strategic Services**



**Resolution C/6/289/09/15**

**PROPOSED WAIVING OF APPLICATION FEES FOR PROPOSED REZONING, SUBDIVISION AND DEPARTURE: PORTION 9 OF THE FARM KRANSHOEK NO 432, DIVISION KNYSNA, BITOU MUNICIPALITY**

**Department:** Strategic Services **Demarcation:** Ward 7

**File Ref:** 18/9/432

**Resolved**

That the application fees (R3135) and advertisement fees (R7296) for the subdivision and departure be waived based on the crèche being a non-profit charitable organisation servicing the Kranshoek Community.

Proposed: Councillor S B Farrow  
Seconded: Councillor N Ndayi

**To be Actioned by: Head Strategic Services**

**Resolution C/6/290/09/15**

**PROPOSED MAYORAL BEACON ISLE INTERNATIONAL JAZZ FESTIVAL**

**Department:** Strategic Services **Demarcation:** Ward 2

**File Ref:** 11/2/14

**Resolved**

1. That the weekend of the 25 - 28 March 2016 be reserved for the Mayoral Beacon Isle International Jazz Festival.
2. That the Municipal Manager and Head: Strategic Services further be authorised and directed, to take such other and further actions as are necessary and desirable in order to effect Resolution (1) above.
3. That a further detailed report including input from all relevant stakeholders as well as the financial implications be submitted to Council.

Proposed: Councillor E E Paulse  
Seconded: Councillor R S Koeberg

**To be Actioned by: Head Strategic Services**

**Resolution C/6/291/09/15**

**PROPOSED PROCESS PLAN FOR PUBLIC PARTICIPATION: NATURES VALLEY LOCAL SPATIAL DEVELOPMENT FRAMEWORK**

**Department:** Strategic Services

**Demarcation:** Ward 1

**File Ref:** 15/1/4

**Resolved**

1. That the following process plan for the Natures Valley Local Spatial Development Framework be adopted by Council:
  - (a) That hard copies of the current DRAFT document be made available for viewing at all libraries, Bitou Town Planning office and the Natures Valley Ratepayers Association (NVRA) office.
  - (b) That relevant excerpts from the DRAFT document be published on the NVRA and Bitou Municipality websites. All Natures Valley owners to be advised that the documents are available for viewing on these websites, giving them a period of 60 days to comment in writing to the NVRA and Bitou Municipality.
  - (c) That CD's of the complete document be sent to selected Heads of Dept at Bitou Municipality plus IAAP's such as; DEADP, DWAF, SANParks, Cape Nature, Plett Environmental Forum and NV Trust. All parties to be advised that they have a period of 60 days to respond in writing to Bitou Municipality or the NVRA.
  - (d) That a notice be placed in local newspapers (CXPress, Bitou News and What's New in Plett) advising all IAAP's that the documents can be viewed at the locations mentioned above, giving a period of 60 days to submit comment in writing to Bitou Municipality and the NVRA.
  - (e) That all responses be assembled and collated by the NVRA and submitted to Bitou Municipality.
  - (f) Bitou Municipality and the NVRA to agree to any modifications required to the document, based on responses from IAAP's.
  - (g) The FINAL DRAFT document to be submitted to Council for adoption.

- (h) That the adopted SDF be presented to the Minister for consideration.

Proposed: Councillor S B Farrow  
Seconded: Councillor W R Craig

**To be Actioned by: Head Strategic Services**

**Resolution C/6/292/09/15**

**SPATIAL DEVELOPMENT FRAMEWORK IMPLEMENTATION PROGRESS  
AND APPROVAL OF THE SPATIAL DEVELOPMENT FRAMEWORK  
IMPLEMENTATION STRATEGY FOR 2015/2016**

**Department: Strategic Services Demarcation: All Wards**

**File Ref: 15/1/4**

**Resolved**

1. That cognisance be taken on the progress made with the implementation of the Spatial Development Framework.
2. That the following elements of the Spatial Development Framework Implementation Strategy be approved for the 2015/2016 period:
  - (a) The development of precinct plans for Ladywood and Kurland;
  - (b) Finalisation of the identification of a site for a regional cemetery and integrated housing;
  - (c) Finalisation of a land audit and updating of data;
  - (d) Identification of land for a correctional facility.
3. That all appropriate Departments be approached with the request to consider assisting with providing resources to implement the priority projects or finalise on-going projects, where appropriate.

Proposed: Councillor S B Farrow  
Seconded: Councillor H Platjies

**To be Actioned by: Head Strategic Services**

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

None received



7. **CONSIDERATION OF NOTICES OF MOTION**

None received

8. **CONSIDERATION OF MOTIONS OF QUESTIONS**

None received

9. **CONSIDERATION OF MOTIONS OF EXIGENCY**

None received

10. **RECORDING OF COUNCILLORS PRESENT**

All Councillors present. It should be noted that Councillor S Besana was granted permission to leave at 10h30 due to a doctor's appointment.

11. **IN-COMMITTEE MATTERS**

Please refer to the In – Committee Minutes of even date.

12. **CLOSURE**

The Speaker declared the meeting closed at 10h41.

**CONFIRMED AND SIGNED**

**DATE:**                    **30 NOVEMBER 2015**

**SIGNATURE:**


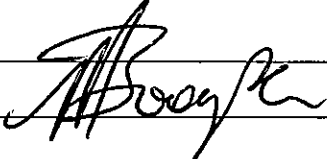

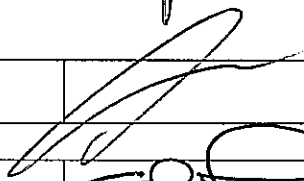

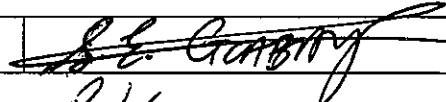
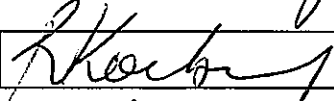

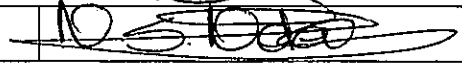

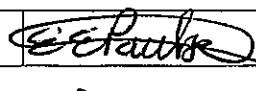
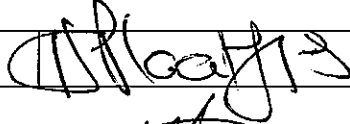
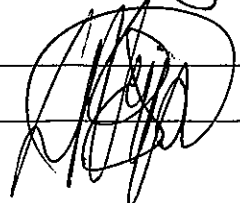


\_\_\_\_\_  
The Speaker, Councillor AR Olivier

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,  
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON  
WEDNESDAY, 30 SEPTEMBER 2015 AT 09H00

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR S BESANA	
COUNCILLOR M BOOYSEN	
COUNCILLOR WR CRAIG	
COUNCILLOR N M DE WAAL	
COUNCILLOR S FARROW	
COUNCILLOR S E GCABAYI	
COUNCILLOR R S KOEBERG	
COUNCILLOR M M MBALI	
COUNCILLOR N NDAYI	
COUNCILLOR A R OLIVIER	
COUNCILLOR E E PAULSE	
COUNCILLOR H PLAATJIES	
COUNCILLOR L M SEYISI	





# 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
L.J PARKMAN	082-213-2414	Parkman76@gmail.com	KPOA / Duus Roovers	
D. HOFFMAN	072038 0052	gphoffman@gmail.com		
HOWARD SMITH	0829784464	howardsmith317@gmail.com	Chuch	
C. VLCK	533-5155	christo.vlck@dkqmsa.net	PUETT RATEPAYERS	



ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY



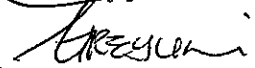



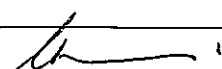

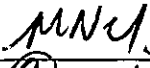

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,  
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON  
WEDNESDAY, 30 SEPTEMBER 2015 AT 09H00

OFFICIALS

NAME

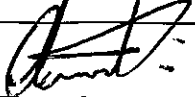
DESIGNATION

SIGNATURE

<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
<b>Municipal Manager</b>		
Mr. A A Paulse	Municipal Manager	
<b>Heads of Department</b>		
Mr F M Lötter	Chief Financial Officer	
<del>A.A. GREYLING</del> Mr. R Smit	<del>Act</del> Head Corporate Services	
Mr. D Friedman	Head: Strategic Services	
Me P Ngqumshe	Head: Engineering Services	
Mr. M Stratu	Head: Community Services	
<b>Managers</b>		
Mr T Loliwe	Chief Internal Auditor	
Ms A A Greyling	Manager: Administration	
Mr A Crouz	Manager Legal Services	
Mr S Dladla	Manager: Office of the Mayor	
Mrs JJ Jansen	Principal Admin Officer	
Ms M Nel	Clerk/ Administrator	
MRS. VR CUMMINGHAM	ACTING EXECUTIVE MANAGER: HC	



**OFFICIALS**

NAME	DESIGNATION	SIGNATURE
Mr A Sakati	Manager: Public Safety	
Mr M Fourie	Manager:Housing	
Mr J. SIJAMA	MANAGER COMMUNICATIONS (ACTING)	