

MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, PLETTENBERG BAY, ON WEDNESDAY, 25 FEBRUARY 2015 AT 12H03

1. OPENING

The Speaker, Councillor AR Olivier declared the meeting open at 12h03 and welcomed everyone present.

She then requested Councillor EE Paulse to open the meeting with a 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

None

4. STATEMENTS AND COMMUNICATIONS BY:

4.1 The Executive Mayor

None

4.2 The Speaker

None

5. CONSIDERATION OF REPORT

5.1 Section 1: Office of the Municipal Manager

No items for consideration



5.2 Section 2: Finance

Resolution C/2/216/02/15

OUTSTANDING DEBT: DECEMBER 2014

Department: Finance **Demarcation:** All Wards

File ref: 9/1/3/4

Resolved

1. That the Credit Control & Debt Collection statistics for December 2014 be noted.
2. That a breakdown be provided between water and electricity debt and payments and that the areas being supplied with electricity by Eskom be identified.
3. That the headings in schedule 1 be reflected more clearly.
4. That the Indigent Policy be reviewed and that Councillors assist in the process.

Proposed: Councillor SB Farrow
Seconded: Councillor RS Koeberg

To be Actioned by: Chief Financial Officer

Resolution C/2/217/02/15

**REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN
MANAGEMENT POLICY FOR THE QUARTER 01 OCTOBER TO 31
DECEMBER 2014**

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 2nd Quarter of the 2014/15 Financial Year, October to December 2014.

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2. That the Municipal Council be given a full report on a quarterly basis for all tenders in excess of R200,000, outlining the names of contractors/suppliers, amount of the tender and the reason for rejection/award of the tender in accordance with the Bid Adjudication Committee's recommendations after the 21 day appeal process has lapsed.
3. That recycling be introduced with the municipality's own waste material.
4. That, in order to reduce the abuse of deviations, the Municipal Public Accounts Committee (MPAC) render an oversight over such deviations.

Proposed: Councillor WR Craig

Seconded: Councillor N Ndayi

To be Actioned by: Chief Financial Officer & Head Community Services

Resolution C/2/219/02/15

ADJUSTMENTS BUDGET FOR THE 2014/2015 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)

Department: Finance **Demarcation:** All Wards

File Ref: 9/1/3/4

Resolved

1. That it be noted from the Mid-Year Assessment Report, an adjustment budget is necessary.
2. That the Annual Adjustments Budget of Bitou Local Municipality for the Financial Year 2014/2015, as set-out in the schedules contained in Section 4, circulated with the agenda be considered as contained in the following prescribed budget tables;
 - (a) Table B1: Adjustments budget summary
 - (b) Table B2: Adjustments Budget Financial Performance (expenditure by standard classification)
 - (c) Table B3: Adjustments Budget Financial Performance (expenditure by municipal vote)
 - (d) Table B4: Adjustments Budget Financial Performance (revenue by source)
 - (e) Table B5 to B10 as well as supporting tables SB1 to SB19
3. That the following adjustments permitted in terms of Section 28(2) of the Municipal Finance Management Act and reflected in the tables referred to in resolution (a) above be approved:

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- (a) That those additional revenues that have become available over and above those anticipated in the annual budget be appropriated, but only to revise or accelerate spending programmes already budgeted for.
 - (b) That the utilisation of projected savings in one vote toward spending under another vote be authorised.
 - (c) That any errors in the annual budget be corrected.
4. That the revision to the monthly and quarterly service delivery targets and performance indicators in the Service Delivery and Budget Implementation Plan be approved to correspond with the approval of the adjustments budget.
 5. That the unauthorised expenditure with regard to the Kwanokuthula Sports field be authorised through this adjustments budget.
 6. That a workshop be arranged with Councillors to discuss the municipal budget.
 7. That the Chief Financial Officer provide a simplified report regarding the adjustments effected in the budget.

Proposed: Councillor WR Craig

Seconded: Councillor N Ndayi

To be Actioned by: Chief Financial Officer

5.3 Section 3: Corporate Services

Resolution C/3/114/02/15

**QUARTERLY REPORT: CORPORATE SERVICES - HUMAN RESOURCES
SECTION FOR THE PERIOD 1 OCTOBER 2014 TO 31 DECEMBER 2014**

Department: Corporate Services Demarcation: All Wards

File Ref: 9/1/33

Resolved

1. That the Municipal Council takes note of the content of the Quarterly Report from the Human Resources Section for the period 1 October 2014 to 31 December 2014.
2. That the report include details regarding disciplinary processes and challenges.

Proposed: Councillor EE Paulse

Seconded: Councillor NM de Waal

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



Resolution C/3/115/02/15

APPROVAL FOR ESTABLISHMENT OF A WARD COMMITTEE FORUM IN BITOU MUNICIPALITY

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

File Ref: 3/2/2/2/4

Resolved

1. That the establishment of a Ward Committee Forum, under the guidance of the Speaker, be approved.
2. That the members of the Ward Committee Forum consist of;
 - a) All Ward Councillors and PR Councillors
 - b) The Municipal Manager and the Head of Departments
 - c) Two representatives of each ward nominated by such ward
3. That the Ward Committee Forum meets quarterly.
4. That an additional R100-00 per meeting be paid over and above their monthly stipend fee to each ward committee member represented on the forum.

Proposed: Councillor H Plaatjies

Seconded: Councillor MM Mbali

To be Actioned by: Head Corporate Services,

5.4 Section 4: Community Services

No Items for consideration

5.5 Section 5: Engineering Services

No Items for consideration

5.6 Section 6: Strategic Services

Resolution C/6/267/02/15

**PROPOSED ALIENATION AND CLOSURE OF UNMADE STRAND STREET:
ERF 121: PLETTENBERG BAY – IN PRINCIPLE DECISION**

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

File Ref: 18/121/PB

Resolved

1. That the Municipal Council confirms in terms of Section 14 of the MFMA that the portion of unmade street at the corner of Strand - and Duminy Streets is not required for the provision of services.
2. That the Head Strategic Services be authorised to conduct the required public participation and other processes for the closure, subdivision, and rezoning and all other legal prescripts pertaining to the matter. All costs incurred in all processes are to be carried by the applicant.
3. That after the conclusion of the public participation processes as referred to in recommendation 2 above, the property be disposed of in accordance with the disposal management system as contained in the Supply Chain Policy of the municipality and that the reserve price be determined to be equal to the market related value of the property.

Proposed: Councillor SB Farrow
Seconded: Councillor WR Craig

To be Actioned by: Acting Head Strategic Services

Resolution C/6/268/02/15

**BUILDING CONTROL SECTION: QUARTERLY REPORT: OCTOBER –
DECEMBER 2014**

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

File Ref: 9/1/3/7

Resolved

1. That cognisance be taken of the quarterly report from the Building Control Section for the period October to December 2014.

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2. That an investigation process be embarked upon to identify illegal encroachments and building practices.

Proposed: Councillor SB Farrow
Seconded: Councillor RS Koeberg

To be Actioned by: Acting Head Strategic Services; Manager Building Control

Resolution C/6/269/02/15

**TABLING OF APPROVAL OF THE PROPOSED AMENDED TOP-LAYER SDBIP
(Service Delivery Budget Implementation Plan)**

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

File Ref: 5/1/4/7

Resolved

1. That the Municipal Council approves the amendments to the 2014/2015 Top-Level SDBIP (Service Delivery Budget Implementation Plan).
2. That all the statutory processes be followed, for submission thereof to the relevant state bodies.
3. That the amended Top-Level SDBIP be published in the local media and on the municipal website.

Proposed: Councillor N Ndayi
Seconded: Councillor NM De Waal

To be Actioned by: Acting Head Strategic Services; Acting Manager PMS, SDBIP and Compliance

Resolution C/6/270/02/15

**CONSIDERATION OF WARD DELIMITATION PROPOSAL FOR 2016
MUNICIPAL ELECTIONS**

Department: Office of the Executive Mayor Demarcation: All Wards

File Ref: 12/2/1/1/2

Councillor M Booysen proposed that the Municipal Council approve the proposed new ward maps as circulated with the agenda, Addendum 1. Councillor E E Paulse seconded the proposal.

A counter proposal was received from Councillor M M Mbali, seconded by Councillor SE Gcabayi that he opposed the new proposed ward maps as circulated with the agenda, Addendum 1.

The Speaker then put the counter proposal to the vote by show of hands.

Results of the vote:

In favor of the counter proposal: 5
Against the counter proposal: 8

It was therefore;

Resolved

1. That the Municipal Council resolution C/3/110/12/14 be rescinded.
2. That the Municipal Council approve the proposed new ward maps circulated with the Agenda per Annexure "A" to the report.

To be Actioned by: Acting Head Strategic Services



Resolution C/6/271/02/15

PRESENTATION TO COUNCIL BY CEMAIR ON THEIR FIRST TEN MONTHS OF OPERATION THROUGH THE PLETTENBERG BAY AIRPORT

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

File Ref: 17/12/3

Resolved

That cognisance be taken of the presentation conducted by the representatives from CemAir.

For information

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.

11. **IN-COMMITTEE MATTERS**

Please refer to the In-Committee minutes of even date.

12. **CLOSURE**

The Speaker declared the meeting closed at 14h50.

CONFIRMED AND SIGNED

DATE: **31 MARCH 2015**

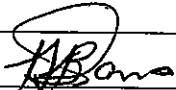


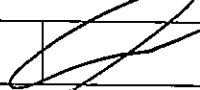

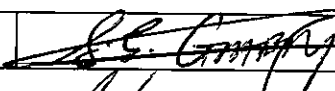
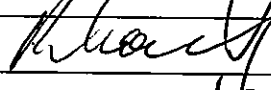

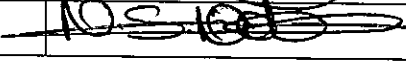
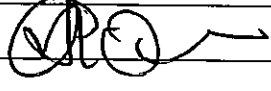
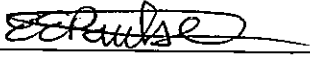
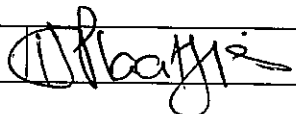

SIGNATURE: 

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
WEDNESDAY 25 FEBRUARY 2015 AT 12H00

<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	

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

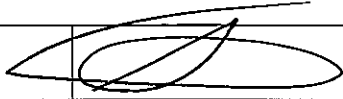

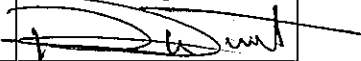


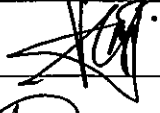
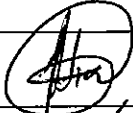
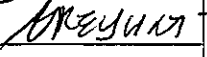





SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
WEDNESDAY, 25 FEBRUARY 2015 AT 12H00

OFFICIALS

NAME

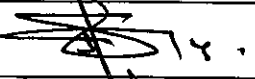
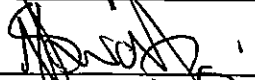
DESIGNATION

SIGNATURE

<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
Municipal Manager		
Mr. A A Paulse	Municipal Manager	
Heads of Department		
Mr FM Lötter	Chief Financial Officer	
Mr. R Smit	Head Corporate Services	
Mr. C Schliemann	Acting Head: Strategic Services	
Me P Ngqumshe	Head: Engineering Services	
Mr. M Stratu	Head: Community Services	
Managers		
Mr. T Loliwe	Chief Internal Auditor	
Ms A A Greyling	Manager: Administration	
Mrs JJ Jansen	Acting Principle Admin Officer	
Ms M Nel	Clerk/Administrator	
MR L RAMAKWINELA	SPATIAL PLANNER	
Mr M. Nkheto	GIS SPECIALIST	
Thandeka Membe	Clerk/Administrator	

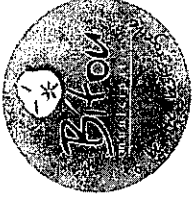


OFFICIALS

NAME	DESIGNATION	SIGNATURE
S. Nadiq	Mayoral Office	
H SWARTZ	Communications	



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
Jeeby Chark C. ULOK	0769680289 533-5155	cm150.vlok@ stkomisa.net	N/tonizea Public PUSIT RATEPAYERS	ELOK
I BORDANU	533-5455	board@diaphana.com	AUDIT COMMITTEE	[Signature]

Special Council Meeting: Wednesday 25 February 2015 @ 12h00