

**MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 28 NOVEMBER 2014 AT 9h04**

**1. OPENING**

The Executive Mayor opened the meeting and welcomed everyone present.

**2. ATTENDANCE**

As per the attached attendance register.

**3. APPLICATION FOR LEAVE OF ABSENCE**

None received

**4. CONFIRMATION OF MINUTES**

**\* 4.1 Mayoral Committee Meeting: 16 October 2014**

That the Minutes of the Mayoral Meeting of 16 October 2014, be approved.

**\*\* 4.2 Special Mayoral Committee Meeting: 18 November 2014**

That the Minutes of the Mayoral Meeting of 16 October 2014, be approved.



**5. CONSIDERATION OF REPORTS (OPEN)**

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

Recommendation C/1/94/11/14

**RISK MANAGEMENT POLICY**

**Department: Office of the Municipal Manager Demarcation: All Wards**

**File Ref: 2/11/P**

**Recommended by the Executive Mayor**

1. That the Municipal Council take note of the Draft Risk Management Policy for Bitou Local Municipality.
2. That the Draft Risk Management Policy be workshopped with internal stakeholders.
3. That after 2. above, the Draft Policy be re-submitted to the Municipal Council for approval in terms of Section 11(3)(a) of the Local Government: Municipal Systems Act, 32 of 2000.
4. That the Bitou Local Municipality Strategic Risk Register be made available electronically to all Councillors.
5. That the Chief Internal Auditor be congratulated on the presentation of the Strategic Risk Register.

**For Actioning refer to Council resolution**

**5.2 Section 2: Finance**

Recommendation C/2/199/11/14

**CAPITAL BUDGET: RAISING OF EXTERNAL LOANS TO FUND 2014/2015  
CAPITAL PROJECTS 10 MILLION**

**Department: Finance Demarcation: All Wards**

**File Ref: 5/1/1/9**

**Resolved**

1. That the Municipal Council notes that the prescripts of Section 46 (3) of the Municipal Finance Management Act, 56 of 2003 and Section 21 A of the Local Government Municipal Systems Act, 32 of 2000 has been complied with.

Mayoral Committee Meeting: 28 November 2014

2. That the Municipal Council approve the incurring of a long term debt of R 10,000 000.00 for the purpose as outlined in Section 46 (1) (a) of the Municipal Finance Management Act, 56 of 2003.
3. That the finance lease as reflected in table 1 below be implemented in terms of the approved 2013/2014 operating budget.

**Table 1**

It is the intention of Bitou Local Municipality to finance the following capital projects:

Vote Number	Department	Description	2014/2015
5 5342 0321	Traffic Department	Land and Building 2	1000 000.00
5 5560 0161	Revenue Services	Waste Management Devices	1000 000.00
5 5830 0071	Waste Management	Waste Transfer Station	5000 000.00
5 5840 0121	Water Services	Upgrade Sewer Pump Station	600 000.00
5 5850 0481	Electrical & Mechanical	Upgrade MV Cables Plett	1 500 000.00
5 5850 0521	Electrical & Mechanical	Mini Subs 2	500 000.00
5 5860 0471	Water Services	Reticulation Upgrades and Replacements	400 000.00

**10 000 000.00**

4. That the Municipal Manager be delegated to sign all documents required in the execution of resolution 3 above.
5. That monthly progress reports on all capital projects together with timeframes be submitted to the Mayoral Committee.

**For Actioning refer to Council resolution**

**Recommendation C/2/200/11/14**

**FINANCIAL REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2014**

**Department: Finance                      Demarcation: All Wards**

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

**Recommended by the Executive Mayor**

1. That cognisance be taken of the Quarter Financial Report as at 30 September 2014.
2. That the financial statements as prescribed by GRAP be workshopped with Councillors, to enable them to get a better understanding and interpretation of the report.

**For Actioning refer to Council resolution**

Resolution M/2/201/11/14

**FINANCIAL REPORT FOR THE MONTH ENDING 30 SEPTEMBER 2014**

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

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

**Resolution by the Executive Mayor**

That cognisance be taken of the Monthly Financial Report as at 30 September 2014.

**For information**

Recommendation C/2/202/11/14

**LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT: JULY TO SEPTEMBER 2014**

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

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

**Recommended by the Executive Mayor**

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 September 2014.
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.

**For Actioning refer to Council resolution**



**Recommendation C/2/203/11/14**

**QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 01 APRIL 2014 TO 30 JUNE 2014**

**Department: Finance Demarcation: All Wards**

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

**Recommended by the Executive Mayor**

1. That the quarterly Supply Chain Management Implementation report for the 4<sup>th</sup> Quarter of the 2013/14 Financial Year, April 2014 to June 2014, be noted.
2. That managers make a concerted effort to alleviate the necessity for deviations by following the correct supply chain processes timeously to avoid the necessity for deviations.

**For Actioning refer to Council resolution**

**Recommendation C/2/204/11/14**

**QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 01 JULY 2014 TO 30 SEPTEMBER 2014**

**Department: Finance Demarcation: All Wards**

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

**Recommended by the Executive Mayor**

That the quarterly Supply Chain Management Implementation Report for the 1st Quarter of the 2014/15 Financial Year, July to September 2014, be noted.

**For Actioning refer to Council resolution**



Resolution M/2/205/11/14

**FINANCIAL REPORT FOR THE MONTH ENDING 31 OCTOBER 2014**

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

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

**Resolution by the Executive Mayor**

1. That cognisance be taken of the Monthly Financial Report as at 31 October 2014.
2. That in future, a shortened summary of this report be distributed via the agenda and that the full report be made available electronically to Councillors and on the website.

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

Recommendation C/2/206/11/14

**VIREMENT REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2014**

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

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

**Recommended by the Executive Mayor**

That cognisance be taken of the Virement Report as at 30 September 2014.

**For Actioning refer to Council resolution**

Recommendation C/2/207/11/14

**ANNUAL REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE FINANCIAL YEAR ENDING 30 JUNE 2014 IN TERMS OF SECTION 6(2) (a)(i) OF THE POLICY**

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

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

**Recommended by the Executive Mayor**

1. That the Municipal Council take note of the implementation of the Supply Chain Management Policy for the period 1 July 2013 to 30 June 2014.

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2. That cognisance be taken of the stock taking report for the 2013/2014 Financial Year and that the bookkeeping errors resulting in inventory shortages or surpluses be corrected.
3. 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.

**For Actioning refer to Council resolution**

**Resolution M/2/208/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF SCOPE OF TENDER SCM FIN 33/2013: IT SUPPORT SERVICES FOR BITOU MUNICIPALITY, PLETTENBERG BAY**

**Department:**

**Finance**

**Demarcation: All Wards**

**File Ref:**

**Sec/A/398**

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**

**Resolution M/2/209/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF TENDER SCM/FIN 68/2010B: DEVELOPMENT OF AND IMPLEMENTATION OF A REVENUE ENHANCEMENT PROGRAM FOR A PERIOD OF THREE YEARS, FOR A FURTHER 6 MONTHS**

**Department:**

**Finance**

**Demarcation: All Wards**

**File Ref:**

**Sec/A/345**

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**



**Resolution M/2/210/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF CONTRACT: PROVISION OF THE SAMRAS FINANCIAL MANAGEMENT SYSTEM**

**Department:** Finance

**Demarcation:** All Wards

**File Ref:** Sec/A/362

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**

**Resolution M/2/211/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF CONTRACT: PROVISION OF PREPAID ELECTRIFICATION VENDOR SERVICES AND SOFTWARE**

**Department:** Finance

**Demarcation:** All Wards

**File Ref:** 5/18/1

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**





**5.3 Section 3: Corporate Services**

**Recommendation C/3/104/11/14**

**MAYORAL COMMITTEE AND COUNCIL MEETINGS SCHEDULE FOR THE YEAR 2015**

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

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

**Recommended by the Executive Mayor**

1. That the following schedule of dates for the Mayoral Committee meetings for 2015 be approved by the Mayoral Committee and that the dates scheduled for the Council meetings for 2015 be referred to the Municipal Council for approval.

<b>Schedule of Meetings 2015</b>				
<b>Closing Dates for Agendas</b>	<b>Preliminary Meeting</b>	<b>MayCo Meetings</b>	<b>Ordinary Council Meetings</b>	<b>Special Council Meetings</b>
14 January 2014		22 January 2015 (Special Meeting)		22 January 2015
7 January 2015	16 January 2015	28 January 2015		
4 February 2015	13 February 2015	25 February 2015		25 February 2015
4 March 2015	13 March 2015	25 March 2015	26 March 2015	
8 April 2015	17 April 2015	29 April 2015		
6 May 2015	15 May 2015	27 May 2015		27 May 2015
3 June 2015	12 June 2015	24 June	25 June 2015	
8 July 2015	17 July 2015	29 July 2015		
5 August 2015	14 August 2015	26 August 2015		26 August 2015
9 September 2015	18 September 2015	29 September 2015	30 September 2015	
7 October 2015	16 October 2015	28 October 2015		
4 November 2015	13 November 2015	26 November 2015	27 November 2015	

2. That the closing dates for submission of reports be strictly adhered to.
3. That Special Mayoral Committee and Special Municipal Council Meetings be scheduled when an urgency arise for such meetings.
4. That notice be given to the public of the Municipal Council meetings scheduled for the year 2015, in terms of Section 19 of the Local Government Municipal Systems Act, (Act 32 of 2000, as amended) by publishing the Council meetings in the local newspapers, on the municipal website and in the municipal newsletters.

Mayoral Committee Meeting: 28 November 2014

5. That it be noted that the Mayoral Committee Meetings will in future be held one day before the Ordinary Council Meetings.
6. That the electronic notices be extended to include the Ward Committee Members and other interested NGO's.
7. That management meetings with Councillors be held once a month on a Tuesday in the week prior to the Mayoral Committee Meetings.

**For Actioning refer to Council resolution**

**Recommendation C/3/105/11/14**

**QUARTERLY REPORT: APPOINTMENTS, RESIGNATIONS AND RETIREMENTS FOR THE PERIOD 1 SEPTEMBER 2014 TO NOVEMBER 2014**

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

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

**Recommended by the Executive Mayor**

That the Municipal Council take note of the quarterly report on appointments, resignations and retirements for the period 1 September 2014 to November 2014.

**For Actioning refer to Council resolution**

**Recommendation C/3/106/11/14**

**APPOINTMENT OF A REPRESENTATIVE TO SERVE ON THE MUNICIPAL INFRASTRUCTURE AND SERVICE SALGA WESTERN CAPE WORKING GROUP**

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

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

**Recommended by the Executive Mayor**

That Councillor Stuart Brian Farrow be nominated to be elected as the representative on the Municipal Infrastructure and Service SALGA Western Cape working group.

**For Actioning refer to Council resolution**

Recommendation C/3/107/11/14

**REPORT BACK ON FEEDBACK RECEIVED REGARDING THE ACTIONING OF MAYORAL COMMITTEE AND MUNICIPAL COUNCIL RESOLUTIONS TAKEN DURING THE PERIOD JULY 2013 TO 28 MAY 2014 (CONFIRMED MINUTES)**

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

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

**Recommended by the Executive Mayor**

That cognisance be taken of the actions taken by administration regarding the execution of resolutions taken by the Mayoral Committee and Municipal Council for the period July 2013 to 28 May 2014.

**For Actioning refer to Council resolution**

Resolution M/3/108/11/14

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**APPROVAL FOR THE PAYMENT OF STIPEND: SETA INTERNS**

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

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

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**

**5.4 Section 4: Community Services**

No Items for consideration

**5.5 Section 5: Engineering Services**

**Resolution M/5/51/11/14**

**WATER SERVICES DEVELOPMENT AND IMPLEMENTATION PLAN  
PERFORMANCE AND WATER SERVICES AUDIT REPORT SUMMARY FOR  
THE 2013/2014 FINANCIAL YEAR**

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

**File Ref:                              16/1/1/13**

**Resolution by the Executive Mayor**

That the content of the report on the Water Services Development and Implementation Plan Performance and Water Services Audit Report Summary for the 2013/2014 Financial Year be noted.

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

**Recommendation C/5/52/11/14**

**PROCLAIMED MAIN ROAD: MARINE DRIVE (MR 383) AND PIESANG  
VALLEY (MR382)**

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

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

**Recommended by the Executive Mayor**

1. That the Municipal Council take note of the estimated amount of R4 735 916.74 for resurfacing and re-alignment of proclaimed Main Road 383 and Main Road 382 for the 2015/2016 Financial Year.
2. That it be noted that the amount of R 947,183.40 has not currently been included in the MTREF and provision would need to be made on the budget for 2015/2016 Financial Year.

**For Actioning refer to Council resolution**



**Recommendation C/5/53/11/14**

**APPLICATION FOR RURAL INFRASTRUCTURE DEVELOPMENT FUNDING:  
CRDP NODE: NEW HORIZONS**

**Department: Engineering Services      Demarcation: Ward 3**

**File Ref: 17/15/1/30**

**Recommended by the Executive Mayor**

That the Municipal Council approves the following projects identified for funding to the Department of Rural Development and Land Reform for the 2015/2016 Financial Year.

No	Project Description in New Horizons
1	Upgrading of storm water infrastructure
2	Paving of Cul-de-sacs
3	Parking area around sport facility
4	Upgrading of Cemetery (walkway and boundary wall)
5	Walkway to Secondary School

**For Actioning refer to Council resolution**

**Recommendation C/5/54/11/14**

**APPLICATION FOR PUBLIC TRANSPORT AND NON-MOTORISED  
TRANSPORT FUNDING**

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

**File Ref: 12/2/2/4/1/8**

**Recommended by the Executive Mayor**

1. That the Municipal Council approves the following priority projects for Public Transport and Non-Motorised Transport funding application for 2015/2016 Financial Year and beyond.

Priority	DITP #	Description
1	PT002	Upgrading of Plettenberg Bay Taxi Rank
2	NMT001	Create a pedestrian priority zone in the CBD
3	NMT002	Wittedrift Road to Green Valley pedestrian walkway along MR 395 (1300m)
4	NMT010	Cycleway along MR395 from Wittedrift to N2/8
5	NMT014	Cycleway along DR1770 between N2 and Plettenberg Bay via Kranshoek (Airport Road)

6	NMT007	Walkway/Cycleway along Piesang Valley Road (DR 1775)
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2. That the Municipal Council note that, should the above projects be approved and implemented, the contribution of the municipality is calculated at R7.62 Million.

**For Actioning refer to Council resolution**

**Recommendation C/5/55/11/14**

**CAPITAL PROJECTS IMPLEMENTATION PLAN: PROGRESS REPORT FOR PERIOD ENDING OCTOBER 2014**

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

**File Ref: 5/1/1/10**

**Recommended by the Executive Mayor**

That the Municipal Council takes note of the Capital Project Implementation Plan for the period ending October 2014 and progress recorded therein.

**For Actioning refer to Council resolution**

**Resolution M/5/56/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF CONTRACT SCM/MSID 8/2/61/2009-2010: FLEET MANAGEMENT SYSTEM FOR BITOU VEHICLES FOR A FURTHER PERIOD UNTIL 30 JUNE 2015**

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

**File Ref: Sec/A/363**

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**

**Resolution M/5/57/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF TENDER SCM/MSID 02/2009/A: EXTENSION OF AVIS FLEET SERVICES CONTRACT FOR LEASE OF VEHICLES FOR A FURTHER PERIOD OF EIGHT MONTHS**

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

**File Ref:**                              **Sec/A/363**

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**

**Resolution M/5/58/11/14**

*(It should be noted that this Item changed from a Council (C) Item to a Mayoral Committee (M) Item)*

**EXTENSION OF CONTRACT SCM/17/2015/MSID: REFURBISHMENT OF KWANOKUTHULA PUMP STATION 2 AND 3: VARIATION ORDER EXCEEDING CONTRACT AMOUNT**

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

**File Ref:**                              **16/4/1/3**

**Resolution by the Executive Mayor**

That because of time restraints the Item be referred to the Executive Mayor for consideration in terms of his delegated authority per Council resolution C/3/89/03/14 while Council is in recess.

**For information**

**5.6 Section 6: Strategic Services**

**Recommendation C/6/256/11/14**

**BITOU MUNICIPAL DRAFT RIVER BY-LAWS**

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

**File Ref: 1/3/1/46**

**Recommended by the Executive Mayor**

1. That the Executive Mayor hereby, in terms of Section 12(1) of the Municipal Systems Act, Act 32 of 2000 (MSA), submits the Draft River By-laws to Council for consideration wherafter it be published for public comment and then be re-submitted to Council for final approval and adoption.
2. That the Draft River By-laws be extensively advertised and be published on the Municipal Website

**For Actioning refer to Council resolution**

**Recommendation C/6/257/11/14**

**DETERMINATION OF TOWN PLANNING APPLICATION FEES FOR SPAZA SHOPS FROM RESIDENTIAL LAND USES**

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

**File Ref: 5/5/11**

**Recommended by the Executive Mayor**

1. That a set application fee of R500 incl. VAT be charged for departure applications on residential properties in previously disadvantaged areas (applications for spaza shops, crèches, etc).
2. That this special tariff is transferred to the next financial year as part of the official Municipal tariffs.
3. That the yearly fees for Land Use Departures are permanently scrapped from the Municipal Tariffs.
4. That an annual renewal fee of R100 be introduced for spaza shops.
5. That spaza shops be incorporated into the functions and responsibilities of the Local Economic Development Section.

**For Actioning refer to Council resolution**



Resolution M/6/258/11/14

**PORTION 58 OF THE FARM BRAKKLOOF NO 443, DIVISION KNYSNA, BITOU MUNICIPALITY**

**Department:** Strategic Services

**Demarcation:** Ward 2

**File Ref:** 18/58/443

**Resolution by the Executive Mayor**

1. That the Mayoral Committee approve the following:
  - a) The rezoning of Portion 58 of the Farm Brakkloof No 443, Division Knysna from “agriculture” zone to “Subdivisional Area” in terms of Section 17 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985).
  - b) The subdivision of Portion 58 of the Farm Brakkloof 443, Division Knysna into 16 portions (14 x group housing erven; 1 x Conservation Zone (Private Nature Reserve) and 1 x public street in terms of Section 24 of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985).
  - c) A departure from the Plettenberg Bay Zoning Scheme Regulations to allow the relaxation of the southern building line from 3m to 0m to allow the existing dwellings on the property, in terms of Section 15(1)(a)(i) of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985).
2. That the deproclamation of Minor Road 4(a)K not be supported.
3. That the submitted Architectural Guidelines be approved.
4. That the above approvals be subject to the following conditions of approval in terms of Section 42 of the Land Use Planning Ordinance (Ordinance 15 of 1985).
  - a) The owner, or his assignee, must confirm in writing that the following conditions are understood and will be adhered to, before the approval will come into effect and before any building plans will be approved and/or clearance will be given by the Municipality.
  - b) These conditions of approval must be made known to all new owners and/or developers and are binding on any new owner and/or developer;
  - c) The applicant shall be responsible for all costs necessary to comply with all the conditions, unless otherwise specified;
  - d) A Homeowners' Association shall be formed in terms of Section 29 of Ordinance No. 15 of 1985 (or any relevant succeeding legislation), membership of which shall be compulsory for all owners of units in the development, and this shall be incorporated in the title deeds of each

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erf in the development;

- e) The Constitution of the Home Owners Association shall be drafted to the satisfaction of Bitou Municipality and submitted for approval prior to transfer of any erven;
- f) The applicant/developer must draw up an Environmental Management Plan (EMP), addressing, inter alia, all environmental issues like rehabilitation, erosion control, open space management, rain water harvesting, storm water management, and submit it for consideration by the Municipality (who reserves the right to approve, refuse or conditionally approve the EMP, subject to the imposition of conditions). The owner of the property must submit an annual compliance and monitoring audit to the Municipality.
- g) The proposed Conservation Zone will be managed in accordance with the EMS.
- h) The ownership of the Conservation Zone shall vest in the Homeowners' Association.
- i) That Portion 15 (required for road widening for Aquarius Street) as indicated on the subdivision plan be transferred to the Municipality at the cost of the developer.
- j) That a Site Development Plan be submitted to the Department Strategic Services for approval prior to registration or transfer of the subdivided erven.
- k) That rain water harvesting occurs on site and that the harvested rainwater is used for irrigation.
- l) The approval of the building line relaxation is only applicable to the existing structures, should these structures be demolished, the respective erven will have to comply with a 3m building line. Any additions to the existing structures will also have to comply with a 3m building line.
- m) That refuse and storm water management be addressed to the satisfaction of the Department Strategic Services and made a condition of the services agreement.
- n) That municipal services be provided at the cost of the applicant to the satisfaction of the Municipality, and that a Services Agreement based on the provisional Services Report (as well as any other requirements of the Municipality), and that the payment of augmentation levies and capital contributions in accordance with the policy of the Municipality be stipulated in the Services Agreement (inclusive of performance of payment) before a Section 31 clearance will be issued.
- o) Failure to maintain the aforementioned audits and conditions will lead to the Municipality acting to execute the conditions at the cost of the property owners.

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- p) The developer agrees to provide appropriate services infrastructure and guarantees for the use of reserved capacity and the maintenance of external services to the Municipality to prevent negative financial effects in the supply and maintenance of the services and services infrastructure in the Services Agreement.
  - q) This approval does not absolve the applicant/developer from compliance with any other relevant legislation (including the Act 25 of 1999, South African National Heritage Resources Act).
5. That it be noted that the reasons for approval of the application referred to in 1 (a), (b) and (c) above, are as follows:
- (a) The approval legalises the existing ten (10) dwellings that did not conform to primary rights in terms of the Agricultural Zoning.
  - (b) The site is within an existing urban area and within the approved urban edge.
  - (c) No new buildings / construction will take place within 100m from the high water mark.
  - (d) No new buildings / construction will take place within 32m of the wetland.
  - (e) The site is not classified as an endangered or critically endangered eco system as Gazetted.
  - (f) A total of 2,77 ha of communal open space is provided for the proposed group housing development that will be managed and maintained by a Home Owners' Association (HOA) as a private nature area.
  - (g) The building line relaxation will only apply to the existing structures. The departure is only required to legalise the existing structures. All new structures / building work within the proposed development will comply with the prescribed building lines
  - (h) The proposal constitutes infill development within the urban fabric and also constitutes the use of under-utilised land.
  - (i) The proposed development is low-density in character and will be in line with the policy of a gradient of density at the edges of urban development is quantitatively and in line with the development character of the area.
  - (j) A positive conservation outcome is achieved.

**To be Actioned by: Acting Head Strategic Services; Town Planner – A Stander**



**Recommendation C/6/259/11/14**

**BUILDING CONTROL SECTION: QUARTERLY REPORT: JULY – SEPTEMBER 2014**

**Department:** Strategic Services                      **Demarcation:** All wards

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

**Recommended by the Executive Mayor**

That cognisance be taken of the quarterly report for the period July 2014 to September 2014 from the Building Control Section.

**For Actioning refer to Council resolution**

**Recommendation C/6/260/11/14**

**COMPLAINTS AND APPEAL FOR RE-ALLOCATION OF CHURCH SITES IN KWANOKUTHULA AND WITTEDRIFT, PLETTENBERG BAY**

**Department:** Strategic Services                      **Demarcation:** Wards 1, 6 &7

**File Ref:** 16/3/4

**Recommended by the Executive Mayor**

1. That the Municipal Council take cognisance of the requirements of the Municipal Asset Transfer Regulations and Section 14(1) and 14(b) of the Municipal Financial Management Act (Act 56 of 2003).
2. That the sites be allocated in terms of the municipal policy for the disposal of land for religious purposes and the Municipal Fixed Property Management Policy.
3. That the Municipal Council should consider to allocate two alternative sites to the Ethiopian Episcopal Church and Seliam Apostolic Ministries from the recently approved list of possible land sites for religious purpose.
4. That if the Municipal Council decides not to allocate new sites to the two churches, Council should refund the amount paid by Ethiopian Episcopal Church and Seliam Apostolic Ministries with suitable interest in keeping with bank interest rates.

5. That the Municipal Manager be delegated to do valuations of the church sites before disposal. This must be done prior to submission to Council
6. That in the event that Council re-allocate another erf to the complainants, such erf be of a similar size in the same area.

**For Actioning refer to Council resolution**

**Recommendation C/6/261/11/14**

**STATUS QUO REPORT OF THE ECONOMIC, BUSINESS AND CHURCH ERVEN IN KWANOKUTHULA, PLETTENBERG BAY**

**Department:** Strategic Services                      **Demarcation:** Wards  
7&6

**File Ref:** 17/9/1/2

**Recommended by the Executive Mayor**

1. That the Municipal Council take back or repossess the Economic, Business and Church sites in Kwanokuthula where the beneficiaries failed to pay the purchase price in full.
2. That the Municipal Council take cognisance of the requirements of the Municipal Asset Transfer Regulations and Section 14(1) and 14(b) of the Municipal Financial Management Act (Act 56 of 2003).
3. That the Erven be disposed by public tender in line with Municipal Fixed Property Management Policy.
4. That the deposits amount paid by the affected or non-paying beneficiaries for the economic, business and church Erven in Kwanokuthula be repaid to the purchasers with suitable interest in keeping with bank interest rates.
5. That a notice notifying the beneficiaries that council will take the land back from the non- paying beneficiaries must be placed in the local News Papers and in the respective Erven.
6. That the Municipal Manager appoints a Valuer to determine the value of the properties.
7. That in future the Chief Financial Officer provide tabulations regarding the estimated financial gain due to municipal rates, charges and disposal of capital assets.

**For Actioning refer to Council resolution**

Recommendation C/6/262/11/14

2014/ 2015 FIRST QUARTER PERFORMANCE REPORT

**Department:** Strategic Services

**Demarcation:** All Wards

**File Ref:** 2/9

**Recommended by the Executive Mayor**

1. That the 2014/2015 first quarter performance report of actual performance results achieved, as per the applicable and relevant legislation, regulations and guidelines, be approved.
2. That the report mentioned in 1 above be published and submitted to the relevant organs of state.

**For Actioning refer to Council resolution**

Recommendation C/6/263/11/14

APPEAL IN TERMS OF SECTION 44 OF LUPO AND SECTION 62 OF THE MSA: PROPOSED SUBDIVISION OF PORTION 86 OF THE FARM BRAKKLOOF NR. 443

**Department:** Strategic Services

**Demarcation:** Ward 2

**File Ref:** 18/86/443

That it be noted that the description of the property was incorrectly in the report due to a typing error, and should read "Portion 86 of the Farm Brakkloof Nr. 443".

**Recommended by the Executive Mayor**

1. That the Municipal Council takes the following decision and provides the Department of Environmental Affairs and Development Planning an opportunity to comment thereon:
  - (a) That the appeal, lodged in terms of the Land Use Planning Ordinance, by Mosdell, Pama & Cox attorneys on 28 January 2014 against Mayoral Committee resolution M/6/195/10/13 dated 30 October 2013 for the approval of the proposed subdivision of Portion 86 of the Farm Brakkloof Nr. 443, be dismissed, subject to the deletion of condition (vi) which reads as follows:  
*"That the owner of the new erf (Ptn A) must become a member of the Robberg Beach End Homeowners Association as well as all owners of that property thereafter"*.

**Mayoral Committee Meeting: 28 November 2014**

2. That Council dismiss the appeal lodged in terms of Section 62 of the Municipal Systems Act (Act 32 of 2000) by Mosdell, Pama & Cox attorneys on 28 January 2014 against Mayoral Committee resolution M/6/195/10/13 dated 30 October 2013 for the approval of the proposed subdivision of Portion 86 of the Farm Brakkloof Nr. 443 due to the following reason:
  - (a) That the correct procedural, administrative and decision making processes were followed to arrive at the decision in terms of Section 25 of the Land Use Planning Ordinance (Ordinance 15 of 1985) for the proposed subdivision of Portion 86 of the Farm Brakkloof Nr.443.

**For Actioning refer to Council resolution**

**6. IN – COMMITTEE ITEMS**

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

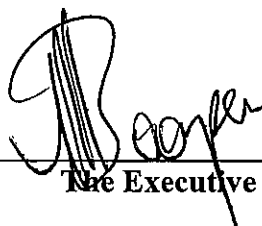
**7. CLOSURE**

The Executive Mayor declared the meeting terminated at 11h06.

**CONFIRMED AND SIGNED**

**DATE:                    18 DECEMBER 2014**

**SIGNATURE:**

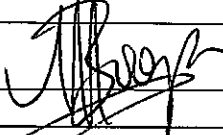

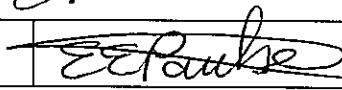



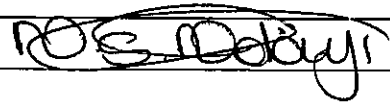


\_\_\_\_\_  
The Executive Mayor, Councillor M Booyen

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER,  
MUNICIPAL OFFICES, SEWELL STREET, FRIDAY, 28 NOVEMBER 2014 AT  
09H00

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M BOOYSEN (EXECUTIVE MAYOR)	
COUNCILLOR N M DE WAAL	
COUNCILLOR EE PAULSE	
<b>NON - MEMBERS</b>	<b>SIGNATURE</b>
COUNCILLOR S BESANA	
COUNCILLOR WR CRAIG	
COUNCILLOR S FARROW	
COUNCILLOR AR OLIVIER	
COUNCILLOR SE GCABAYI	
COUNCILLOR MM MBALI	
COUNCILLOR N NDAYI	
COUNCILLOR LM SEYISI	
COUNCILLOR H PLAATJES	





ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

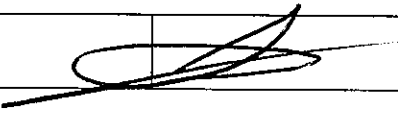

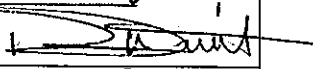



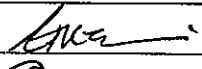
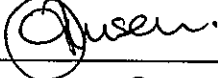
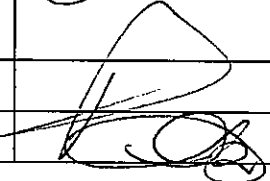
MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER,  
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY,  
28 NOVEMBER 2014 AT 09H00

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 Lötter	Chief Financial Officer	
Mr. R Smit	Head Corporate Services	
Mr. C Schliemann	Acting Head: Strategic Services	
Me P Ngqumshe	Head: Municipal Services & Infrastructure Development	
Mr. M Stratu	Head: Community Services	
<b>Managers</b>		
Mr. T Loliwe	Chief Internal Auditor	
Ms A A Greyling	Manager: Administration	
Mrs JJ Jansen	Acting Senior Committee Clerk	
Ms M Nel	Clerk/ Administrator	
PH Peters	SCM	
O. Eeba	Manager: Projects	







# 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
David Friedman	0834511456	david.friedman@telkom.sa.net	DE Land Survey telkom.sa.net	<i>[Signature]</i>
L.J PARKMAN	082-213 2414	parkman74@gmail.co	KPOA	<i>[Signature]</i>
C.J PARKMAN	082-213-2414	parkman74@gmail.co	KPOA	<i>[Signature]</i>
Achim Ecker	0825574493	baumgarten@telkom.sa.net	habe page	<i>[Signature]</i>
CHRISTO YLOK	533-6155	christo.ylok@telkom.sa.net	PURTT RMTSPAYERS	<i>[Signature]</i>
IVAN BOSSDORF	083-890-1034	ivansbosdorf@telkom.sa.net	Audit Committee	<i>[Signature]</i>