

MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, PLETTENBERG BAY, ON THURSDAY, 21 JANUARY 2016 AT 10H03

1. OPENING

The Speaker, Councillor AR Olivier declared the meeting open at 10h03 and welcomed everyone present.

She then requested Councillor EE Paulse 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

Application for leave of absence was received from Councillor M Seyisi.

Resolved

That leave of absence be granted to Councillor M Seyisi.

4. STATEMENTS AND COMMUNICATIONS BY:

4.1 The Executive Mayor

None

4.2 The Speaker

None

5. PRESENTATION

None



6. **CONSIDERATION OF REPORT**

Section 1: Office of the Municipal Manager

Resolution C/1/110/01/16

PART-TIME SECONDMENT OF THE MUNICIPAL MANAGER AND CHIEF FINANCIAL OFFICER TO OUDTSHOORN MUNICIPALITY

Department: Office of the Municipal Manager Demarcation: All Wards

File Ref: 4/1/2/2 & 4/1/2/6

Resolved

1. That the Municipal Council approves the part-time secondment of the Municipal Manager, Mr A A Paulse to the Oudtshoorn Municipality.
2. That the Municipal Council appoints the Head Strategic Services, Mr D J Friedman as the Acting Municipal Manager, for the whole duration of the temporary secondment of the Municipal Manager.
3. That the Municipal Council waives and exempt the applicable provisions of the policy on acting, so that the Acting Municipal Manager can be paid for all the actual days of acting during a month and that such provision only applies in this secondment context.
4. That the Municipal Council approves the part-time secondment of the Chief Financial Officer, Mr F M Lötter to the Oudtshoorn Municipality.
5. That the Municipal Council appoints the Senior Manager: Budget & Financial Reporting, Mr M Memani as the Acting Chief Financial Officer, for the whole duration of the temporary secondment of the Chief Financial Officer.
6. That the Municipal Council waives and exempt the provisions of the policy on acting, so that the Acting Financial Officer can be compensated for all actual days of acting during a month and that such provision only applies in this secondment context.
7. That the Municipal Council resolves that all incidental costs (accommodation, travel, subsistence, daily allowance, cellphone/data allowance etc.), related to the temporary secondment of the Municipal Manager and the Chief Financial Officer; be borne by the Western Cape Provincial Government/ and or the Oudtshoorn Municipality.

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8. That the Municipal Manager and the Chief Financial Officer be allowed to accept any additional remuneration over and above the incidental costs (accommodation, travelling, subsistence, daily allowance, cellphone/data allowance etc.); if applicable, and that such acceptance will not constitute additional remuneration as ordinarily defined and contemplated in the relevant and applicable prescripts.
9. That the Municipal Council accepts in principle, that the Municipal Manager and Chief Financial Officer, during the term of their temporary secondment, may require other Bitou municipal officials with specific skills and expertise, as and when required, after consultation with the Executive Mayor.
10. That the incidental costs (accommodation, travel, subsistence, daily allowance, cellphone/data allowance etc.), for such officials, also be borne by the Western Cape Provincial Government and/or the Oudtshoorn Municipality, if so agreed by the respective parties.
11. That the Municipal Council gives any such officials permission to accept and/or receive, additional compensation and/or remuneration in the course and scope of the additional tasks related to the Oudtshoorn turnaround programme, if so agreed between the respective parties.

Proposed: Councillor EE Paulse

Seconded: Councillor RS Koeberg

Discussion of this Item was conducted In-Committee and all officials except the Manager: Administration (Record taker) recused themselves for the duration of the discussion of the Item.

**To be Actioned by: Office of the Municipal Manager & Head Corporate Services;
Acting Executive Manager Human Resources**

Section 2: Finance

No items for consideration

Section 3: Corporate Services

Resolution C/3/144/01/16

DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS FOR MEMBERS OF MUNICIPAL COUNCILS: 2015/2016

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

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

Resolved

1. That the remuneration of the members of the Bitou Local Municipal Council be determined, in terms of the relevant Government Notice No 39548 dated 21 December 2015, at the upper limit of a Grade 3.
2. That the member of the Executive Council responsible for Local Government in the Western Cape Province, be petitioned to seek concurrence of the determination of the remuneration of members of the Bitou Local Municipal Council, as mentioned in 2 and 3 above.
3. Only after concurrence of the executive member responsible for local government in the provincial government has been received, the increase can be implemented as follows;
 - (a) 6% for all part time councillors but limited to the maximum amount per Gazette.
 - (b) 5.5% for all full time councillors but limited to the maximum amount per Gazette.

Proposed: Councillor SB Farrow

Seconded: Councillor EE Paulse

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

Section 4: Community Services

No items for consideration

Section 5: Engineering Services

No items for consideration

Section 6: Strategic Services

No items for consideration

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

None received

8. **CONSIDERATION OF NOTICES OF MOTION**

None received

9. **CONSIDERATION OF MOTIONS OF QUESTIONS**

None received

10. **CONSIDERATION OF MOTIONS OF EXIGENCY**

None received

11. **IN-COMMITTEE MATTERS**

No Items for consideration

12. **RECORDING OF COUNCILLORS PRESENT**

All Councillors present, except Councillor M Seyisi who was granted leave of absence.

13. **CLOSURE**

The Speaker declared the meeting closed at 10h38.

CONFIRMED AND SIGNED

DATE: **31 MARCH 2016**

SIGNATURE:


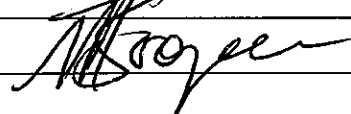


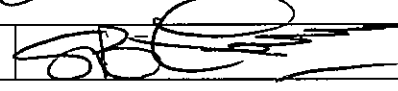


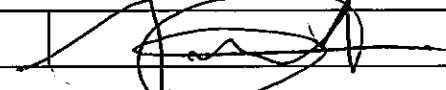

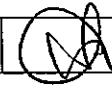
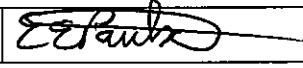
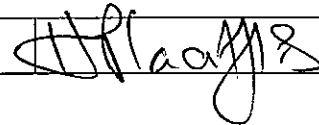


The Speaker, Councillor AR Olivier

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

**SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
THURSDAY, 21 JANUARY 2016 AT 10H00**

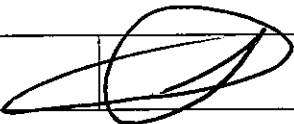


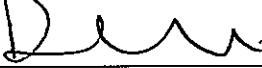


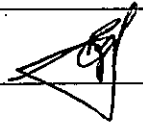
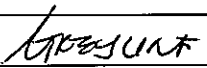
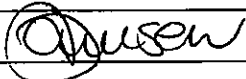
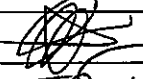
<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR S BESANA	
COUNCILLOR M BOOYSEN	
COUNCILLOR WR CRAIG	
COUNCILLOR N M DE WAAL	
COUNCILLOR S FARROW	
COUNCILLOR S E GCABAYI	
COUNCILLOR R S KOEBERG	
COUNCILLOR M M MBALI	
COUNCILLOR N NDAYI	
COUNCILLOR A R OLIVIER	
COUNCILLOR E E PAULSE	
COUNCILLOR H PLAATJIES	
COUNCILLOR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

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
THURSDAY, 21 JANUARY 2016 AT 10H00

OFFICIALS

<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
Municipal Manager		
Mr. A A Paulse	Municipal Manager	
Heads of Department		
Mr F M Lötter	Chief Financial Officer	
Mr. R Smit	Head Corporate Services	
Mr. D Friedman	Head: Strategic Services	
<i>S. SUNKAL</i>	<i>ACTIVE HOD.</i>	
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	
Mr A Crouz	Manager Legal Services	
Mr S Dladla	Manager: Office of the Mayor	
Mr M Fourie	Manager: Housing, Beaches & Parks	
Mr A Sakati	Manager: Public Safety	
Mr A Sakati	Manager: Public Safety	
Mr M Fourie	Manager: Housing	
Mrs VR Cunningham	Acting Executive Manager: HR	
Mrs JJ Jansen	Principal Admin Officer	
Ms M Nel	Clerk/Administrator	
<i>MR. M.E. VAN ROOYEN</i>	<i>SPOKESPERSON</i>	
Ms T Mpenbe	Relief Clerk	