

**MINUTES OF THE ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, PLETTENBERG BAY, ON MONDAY, 30 NOVEMBER 2015 AT 9H26**

**1. OPENING**

The Speaker, Councillor AR Olivier declared the meeting open at 9h26, apologised for the delay and welcomed everyone present.

She then requested Pastor L Levendal to open the meeting with scripture reading and 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**

Apologies for leave of absence were received from Councillor M M Mbali and R S Koeberg.

**Resolved**

That leave of absence be granted to Councillors M M Mbali and R S Koeberg.

**4. CONFIRMATION OF MINUTES:**

**\* 4.1 Ordinary Council Meeting: 30 September 2015**

That the Minutes of the Ordinary Council Meeting held on 30 September 2015, be, and are hereby, **CONFIRMED & SIGNED.**

Proposed: Councillor N Ndayi  
Seconded: Councillor S Besana

**5. STATEMENTS AND COMMUNICATIONS BY:**

**5.1 The Executive Mayor**

The Executive Mayor referred to the onset of the Matric Rage and the festive season and expressed the hope that it will continue in the same way it had started and remain incident free.

He congratulated the employees which were rewarded long services awards, 20 and 30 years respectively, and thanked them for their hard work and dedication.



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On behalf of Council, the Executive Mayor announced that he has been reliably informed that Bitou Municipality has achieved a clean audit and congratulated the administration and expressed his appreciation for their hard work.

The Executive Mayor urged Councillors to rest during the recess and wished everyone a Blessed Christmas and Happy New Year.

### 5.2 The Speaker

The Speaker apologised for being late and explained that she had to attend to the Trans Enduro event of the Military Academy of Saldanha.

### 5.3 Municipal Manager

The Municipal Manager congratulated the personnel who were instrumental in Bitou Municipality being awarded the following awards:

1. Best Water Treatment Waste Works Ganse Valley for the 2014/2015 Financial Year Award
2. Runner-up for Best Water Treatment Works Award, Plettenberg Bay Waste Water Treatment Works
3. Best Internal Laboratorial Runner-up Award
4. Best Water Treatment Plant smaller than 10kl per day Award.

He also congratulated the Head Community Services, in obtaining his NQF Level 8 Certificate in Development in Management of Local Government at the WITS University.

### 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 W R Craig

#### For information

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

**Resolution C/1/108/11/15**

**CREATION OF TEMPORARY POSITIONS IN COMMUNICATION SECTION  
AND THE OFFICE OF THE EXECUTIVE MAYOR**

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

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

**Resolved**

1. That the Customer Care service be run on a 24 hour basis from the municipal premises is Sewell Street until the 24 hour centre managed by Community Services is fully operational;
2. That the creation of the 4 temporary positions be approved to run the Customer Care Centre after normal working hours, provided that the Municipal Manager and Head Corporate Services source the personnel temporarily appointed in these positions as far as possible from the "Light Duty" staff, and that a further one temporary post be created to deal with communications exclusively from the office of the Mayor, which is political in nature.
3. That the funding for this project be sourced from the Salary budget in the interim.

Proposed: Councillor E E Paulse

Seconded: Councillor W R Craig

**To be Actioned by: Municipal Manager**

**Resolution C/1/109/11/15**

**APPOINTMENT OF ADDITIONAL AUDIT COMMITTEE MEMBERS:  
SECTION 166 OF THE MUNICIPAL FINANCE MANAGEMENT ACT (ACT  
56 OF 2003)**

**Department: Internal Audit Demarcation: All Wards**

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

**Resolved**

1. That Mr. Johan Gideon Roux be appointed to serve on the Committee for a period of three years to replace Dr. De Vos who passed on.



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2. That the Members be remunerated at National Treasury rates adjusted annually and travelling expenses in line with municipality's subsistence and travel policy.
3. That the Municipal Manager be granted a mandate to headhunt suitable candidates that will meet the criteria in terms of equity and local geographical area to serve on the Audit Committee.

Proposed: Councillor M Seyisi  
Seconded: Councillor S B Farrow

**To be Actioned by: Municipal Manager; Chief Internal Auditor**

**5.2 Section 2: Finance**

**Resolution C/2/258/11/15**

**OUTSTANDING DEBT: AUGUST 2015**

**Department: Finance Demarcation: All Wards**

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

**Resolved**

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

Proposed: Councillor E E Paulse  
Seconded: Councillor N M de Waal

**For information**

**Resolution C/2/260/11/15**

**LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDING 30 SEPTEMBER 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 September 2015.

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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 W R Craig  
Seconded: Councillor S B Farrow

**To be Actioned by: Chief Financial Officer; Manager Budget & Treasury**

**Resolution C/2/261/11/15**

**OUTSTANDING DEBT: SEPTEMBER 2015**

**Department: Finance Demarcation: All Wards**

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

**Resolved**

1. That the Credit Control & Debt Collection statistics for September 2015 be noted.
2. That Council approves water restriction in the Eskom distribution areas.

Proposed: Councillor E E Paulse  
Seconded: Councillor N Ndayi

**To be Actioned by: Chief Financial Officer; Manager Budget**

**Resolution C/2/262/11/15**

**CAPITAL BUDGET: RAISING OF EXTERNAL LOANS TO FUND 2015/2016  
CAPITAL PROJECTS 20 MILLION**

**Department: Finance Demarcation: All Wards**

**File Ref: 5/1/1/11**

Letter dated 8 November 2015 from the Acting Accountant General National Treasury was tabled at the meeting.

**Resolved**

1. That the Municipal Council resolve to approve the incurring of the long term debt.

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2. That the capital projects and subsequent expenditure reflected below be implemented in terms of the approved 2015/2016 capital program.

| <b>Vote Number</b> | <b>Department</b>    | <b>Description</b>  | <b>2015/2016</b>     |
|--------------------|----------------------|---|----------------------|
| 5 5830 0071        | Community Services   | New Refuse Transfer Station in Kwanokuthula   | 5 000 000.00         |
| 5 5830 1011        | Community Services   | New Integrated Waste Management Facility: Waste Compactor                                   | 1 268 800.00         |
| 5 5840 2001        | Engineering Services | Upgrade Piesang Valley PS 18 to 300 l/s   | 1 000 000.00         |
| 5 5850 0651        | Engineering Services | SS-Brakkloof to SS7: 1 x 11kV cables, pilot cable, circuit breaker and communication panels | 5 800 000.00         |
| 5 5850 0641        | Engineering Services | Upgrade Mini-Subs: MS-Challenge to 630kVA   | 380 000.00           |
| 5 5850 0651        | Engineering Services | Upgrade feeder to Goose Valley and construct new switching station SS-Gansevallei           | 951 200.00           |
| 5 5850 0671        | Engineering Services | Replacing of meters with pre-paid   | 2 000 000.00         |
| 5 5860 0471        | Engineering Services | Reticulation upgrades replacements: Roche Bonne to Rattray (100m)                           | 200 000.00           |
| 5 5860 0471        | Engineering Services | Reticulation upgrades replacements: Hopwood Street (320m)                                   | 200 000.00           |
| 5 5860 2071        | Engineering Services | Pump Station Equipment  | 500 000.00           |
| 5 5342 0321        | Community Services   | Public Safety Centre  | 2 700 000.00         |
|                    |                      |   | <b>20 000 000.00</b> |

3. That the Municipal Manager be delegated to sign all documents required in the execution of the above resolution (1).

Proposed: Councillor S B Farrow

Seconded: Councillor W R Craig

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

**Resolution C/2/263/11/15**

**TENDER SCM/FIN 68/2010B: DEVELOPMENT OF AND IMPLEMENTATION OF A REVENUE ENHANCEMENT PROGRAM FOR A PERIOD OF THREE YEARS, EXTENSION OF CONTRACT TO PROVIDE FOR A COMPREHENSIVE METER AUDIT**

**Department: Finance Demarcation: All Wards**

**File Ref: Sec/A/345**

**Resolved**

1. That Council note that TENDER SCM/FIN 68/2010: DEVELOPMENT OF AND IMPLEMENTATION OF A REVENUE ENHANCEMENT PROGRAM FOR A PERIOD OF THREE YEARS, will be extended as follows as it complies with the requirements of Council's Supply Chain Management Policy as required by MFMA Section 116(3):

|   |  |           |              |
|---|--|-----------|--------------|
| Service Provided:                       | SCM/FIN 68/2010: C: DEVELOPMENT OF AND IMPLEMENTATION OF A REVENUE ENHANCEMENT PROGRAM- EXTENSION OF THE CONTRACT TO INCLUDE A COMPREHENSIVE METER AUDIT |           |              |
| Service Provider:                       | PriceWaterhouseCoopers Incorporated t/a PriceWaterhouseCoopers   | SCM#      | 1068         |
| Approximate Contract Rate: (Incl. VAT): | R1,500,000.00  | Vote:     | 105 20416    |
| Contract:                               |  | Duration: | 6 months     |
| Implementation date:                    | 01 December 2015   | End date: | 30 June 2016 |

2. That cognisance be taken that an amount of R56 Million has been recovered as part of the implementation of the Revenue Enhancement Program.

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

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

**Resolution C/2/264/11/15**

**SUPPLY CHAIN MANAGEMENT REPORT ON THE RE-NAMING AND RE-ALIGNMENT OF THE ORGANOGRAM OF THE SCM UNIT**

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

**File Ref:** 2/1/5

**Resolved**

That the Municipal Council approves in terms of Section 66 of the Municipal Systems Act the following;

- (a) The amendment of the incorrect job titles of officials of the SCM Unit as per Annexure C.
- (b) The correction of the alignment of the structure, with the SCM Procurement Officers reporting directly to the Senior SCM Practitioner: Acquisition, Logistics, Disposal & Compliance Management.
- (c) The re-alignment of the organogram with the allocation of administrative support reporting directly to the Manager: Supply Chain Management for provision of administration services to the SCM Unit as SCM Administration Clerk.

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

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

**Resolution C/2/265/11/15**

**EXTENSIONS AND NON-COMPLIANCE WITH TIME PROVISIONS REGARDING THE ADJUSTMENT BUDGET**

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

**File Ref:** 5/1/11 & 12/2/1/4/23

**Resolved**

1. That the Municipal Council take note of the circumstances and reasons for not doing the adjustments budget.



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2. That the Municipal Council follow the schedule G application process and apply to National Treasury for EXTENSIONS AND NON-COMPLIANCE WITH TIME PROVISIONS.
3. That the Municipal Council resolves and approve the EXTENSIONS AND NON-COMPLIANCE WITH TIME PROVISIONS.
4. That the additional revenue received be included as part of the January 2016 adjustments budget.

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

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

**Resolution C/2/266/11/15**

**FINANCIAL REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2015**

**Department: Finance                      Demarcation: All Wards**

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

**Resolved**

That cognisance be taken of the Quarterly Financial Report as at 30 September 2015.

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

**For information**

**Resolution C/2/267/11/15**

**MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS (SCOA), NOTICE 312 of 2014 GOVERNMENT GAZETTE No. 37577**

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

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

A presentation was made by the Chief Financial Officer on mSCOA.

**Resolved**

That in respect of the report on the implementation of Municipal Regulations on a Standard Chart of Accounts (mSCOA) in terms of Notice 312 of 2014, Government Gazette No. 37577 discussed by the Municipal Council at the Council meeting held on 30 November 2015:

- a) Council note the progress made on the implementation of mSCOA project as tabled;
- b) Council resolve to use ward demarcation as its reporting structure for region as suggested in the mSCOA regulation.

Proposed: Councillor S E Gcabayi

Seconded: Councillor W R Craig

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

**Resolution C/2/268/11/15**

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

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

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

**Resolved**

That the Municipal Council takes note of the Supply Chain Management Implementation Report for the 1st Quarter, July to September 2015, of the 2015/16 Financial Year.

Proposed: Councillor W R Craig

Seconded: Councillor N M de Waal

**For information**



**Section 3: Corporate Services**

**Resolution C/3/137/11/15**

**MONTHLY REPORT: CORPORATE SERVICES - HUMAN RESOURCES SECTION FOR THE PERIOD OF 01 SEPTEMBER 2015 TO 30 SEPTEMBER 2015**

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

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

**Resolved**

That Council takes note of the content of the report for the period 1 September 2015 to 30 September 2015.

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

**For information**

**Resolution C/3/138/11/15**

**EMPLOYMENT EQUITY STATUS REPORT FOR THE MONTH ENDING 30 SEPTEMBER 2015**

**Department: Corporate Services      Demarcation: Ward All**

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

**Resolved**

1. That cognizance be taken of the content of the report.
2. That the Administration urges compliance with every aspect of the Employment Equity plan.

Proposed: Councillor H Plaatjies  
Seconded: Councillor E E Paulse

**To be Actioned by: Acting Executive Manager: Human Resources**

**Resolution C/3/139/11/15**

**MONTHLY REPORT: CORPORATE SERVICES - HUMAN RESOURCES MATTERS AND EMPLOYMENT EQUITY REPORT FOR THE PERIOD OF 01 OCTOBER 2015 TO 31 OCTOBER 2015**

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

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

An amended schedule regarding the progress on disciplinary cases was handed out at the meeting.

**Resolved**

1. That cognizance be taken of the content of the monthly Human Resources report for the period October 2015.
2. That the Mayoral Committee urges the administration to ensure compliance with every aspect of the Employment Equity plan.
3. That the disciplinary cases report be amended to reflect the date of offence.

Proposed: Councillor E E Paulse

Seconded: Councillor S B Farrow

**To be Actioned by: Acting Executive Manager: Human Resources**

**Resolution C/3/140/11/15**

**MAYORAL COMMITTEE AND COUNCIL MEETINGS SCHEDULE FOR THE YEAR 2016**

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

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

**Resolved**

1. That the following schedule of dates for the Mayoral Committee meetings for 2016 as approved by the Mayoral Committee be noted, and that the dates scheduled for the Council meetings for 2016 be approved.

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| <b>Schedule of Meetings 2016</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> |
| 12 January 2016   | No prelim                  | 21 January 2016       |                                  |                                 |
| 6 January 2016  | 13 January 2016            | 28 January 2016       |                                  | 28 January 2016                 |
| 3 February 2016   | 10 February 2016           | 25 February 2016      |                                  | 25 February 2016                |
| No closing date or prelim for submission of draft budget    |                            |                       |                                  | 14 March 2016                   |
| 9 March 2016  | 16 March 2016              | 30 March 2016         | 31 March 2016                    |                                 |
| 6 April 2016  | 13 April 2016              | 28 April 2016         |                                  |                                 |
| No closing date or prelim for submission of budget document |                            |                       |                                  | 28 April 2016                   |
| 8 June 2016   | 15 June 2016               | 29 June 2016          | 30 June 2016                     |                                 |
| 6 July 2016   | 13 July 2016               | 27 July 2016          |                                  |                                 |
| 18 August 2016  | No prelim                  | 25 August 2016        |                                  | 25 August 2016                  |
| 10 August 2016  | 17 August 2016             | 31 August 2016        |                                  |                                 |
| 7 September 2016  | 14 September 2016          | 28 September 2016     | 29 September 2016                |                                 |
| 5 October 2016  | 12 October 2016            | 26 October 2016       |                                  |                                 |
| 9 November 2016   | 16 November 2016           | 30 November 2016      | 1 December 2016                  |                                 |

2. That the closing dates for submission of reports be strictly adhered to.
3. That the Management and Councillors meeting be scheduled directly after the Mayoral Committee Meeting.

Proposed: Councillor W R Craig

Seconded: Councillor N Ndayi

**To be Actioned by: Manager Administration**

**Resolution C/3/141/11/15**

**ATTENDANCE OF CONSOLIDATED RETIREMENT FUND FOR LOCAL GOVERNMENT ANNUAL GENERAL MEETING 2016**

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

**File Ref:** 12/2/1/4/5

**Resolved**

1. That the Municipal Council appoints Councillor E E Paulse in terms of 4.1 (3) (c) of the rules of the Consolidated Retirement Fund to attend the Annual General Meeting of the Consolidated Retirement Fund held on 26 February 2016.
2. That the Municipal Manager be mandated to facilitate the nomination of a member to attend the Annual General Meeting of the Consolidated Retirement Fund held on the 26 February 2015.

Proposed: Councillor S B Farrow

Seconded: Councillor N Ndayi

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

**Resolution C/3/142/11/15**

**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 takes note that the Consultation process with the Unions has been completed on 25 November 2015.
2. That the Municipal Council Approves:
  - (a) That all Superintendents be upgraded one (1) TASK grade, from T12 to T13 and subsequently became Senior Superintendents in terms of TASK post designations, effective date being 1 October 2015.

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- (b) That all Senior Electricians be upgraded one (1) TASK grade, from T11 to T12 and subsequently became Superintendents in terms of TASK post designations, effective date being 1 October 2015.
- (c) That the Senior Fitter be upgraded one (1) TASK grade, from T11 to T12 and subsequently became Chief Fitter in terms of TASK post designations, effective date being 1 October 2015.
- (d) That the Fitter be upgraded one (1) TASK grade, from T10 to T11 and subsequently became Senior Fitter in terms of TASK post designations, effective date being 1 October 2015.
- (e) That all Electricians be upgraded one (1) TASK grade, from T10 to T11 and subsequently became Senior Electricians in terms of TASK post designations, effective date being 1 October 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.

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

**To be Actioned by: Acting Executive Manager: Human Resources**

**Section 4: Community Services**

No Items for consideration

**Section 5: Engineering Services**

**Resolution C/5/72/11/15**

**PAVEMENT MANAGEMENT SYSTEM: PAVED ROADS: NETWORK / STRATEGIC LEVEL ASSESSMENT (2015)**

**Department: Engineering Services Demarcation: All**

**File Ref: 16/3/5/1/4**

**Resolved**

1. That the Municipal Council takes note of the required amount of R 5 300 000 for resurfacing and maintenance of the paved roads in the area for the next five financial years in order that premature reconstruction of roads is kept to a minimum and that the network is kept in a resealable condition.



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2. That the Municipal Council takes note of the required amount of R 3 560 000, plus Consultants fee R 534 000 (Capital funding) for the rehabilitation of roads in the area for the next five financial years.

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

**To be Actioned by: Manager Roads & Storm Water**

**Resolution C/5/73/11/15**

**PAVEMENT MANAGEMENT SYSTEM: UNPAVE ROADS: NETWORK / STRATEGIC LEVEL ASSESSMENT (2015)**

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

**File Ref: 16/3/5/1/4**

**Resolved**

1. That the Municipal Council takes note of the required amount of R550 000 be made available for routine maintenance (blading and regravelling) for each financial year.
2. That the results of this report be used to plan for upgrading of the dirt roads to at least proper gravel standard.
3. That the results of this report be further be utilised to plan for the upgrading of especially the primary and secondary roads to paved standards through MIG Funding.

Proposed: Councillor S B Farrow  
Seconded: Councillor N Ndayi

**To be Actioned by: Manager Roads & Storm Water**





**Resolution C/5/76/11/15**

**ATTENDANCE OF (JICA) JAPAN INTERNATIONAL COOPERATION AGENCY PROGRAMME IN JANUARY 2016**

**Department:** Engineering Services

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

**Resolved**

1. That the Municipal Council authorises the Head: Engineering Services to attend the Japan International Cooperation Agency Programme (JICA) in Japan for the period 16 - 23 January 2016.
2. That the Municipal Council covers the cost to travel from Plettenberg Bay to the OR Tambo International Airport and back for whichever incumbent will be approved for attendance of the programme by Council

Proposed: Councillor S B Farrow

Seconded: Councillor N Ndayi

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

**Section: 6: Strategic Services**

**Resolution C/6/293/11/15**

**REPORT ON THE RELOCATION OF THE BEACON WAY INFORMAL TRADERS**

**Department:** Strategic Services

**Demarcation:** Ward 2

**File Ref:** 10/1/7

**Resolved**

1. That the Municipal Council resolutions C6/95/07/12 and C/6/173/06/13 to relocate beacon way informal traders to the N2 drop-off facility be rescinded.
2. That the Municipal Council resolve on maintaining the Beacon Way traders until the bottom part of Beacon Way is upgraded, and that the current status quo remain.

Proposed: Councillor H Plaatjies

Seconded: Councillor S E Gcabayi

**To be Actioned by: Assistant LED Officer**

**Resolution C/6/298/11/15**

**BUILDING CONTROL SECTION: QUARTERLY REPORT: JULY – SEPTEMBER 2015**

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

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

**Resolved**

That cognizance be taken of the quarterly report from the Building Control Section.

Proposed: Councillor S B Farrow

Seconded: Councillor N Ndayi

**For Information**

**Resolution C/6/299/11/14**

**2015/ 2016 FIRST QUARTER PERFORMANCE REPORT**

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

**File Ref:** 4/8/3

**Resolved**

1. That the 2015/2016 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.

Proposed: Councillor W R Craig

Seconded: Councillor S B Farrow

**To be Actioned by: Manager: PMS, SDBIP & Compliance**



**Resolution C/6/300/11/15**

**REPORT ON THE PROPOSED MEMBERSHIP TO THE WESTERN CAPE  
ECONOMIC DEVELOPMENT PARTNERSHIP**

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

**File Ref: 12/2/2/4/1/14**

**Resolved**

1. That the Mayoral Committee supports the creation of dedicated capacity outside of local government structures by supporting economic development partnerships supported and endorsed by Western Cape Government, in the Eden District.
2. That the Mayoral Committee recommends to the Municipal Council for the approval of R50 000.00 funding from the Strategic Services, Planning and Development Budget at the adjustment budget for the contribution by means of departmental virement.
3. That the Mayoral Committee recommends that Municipal Council approves the provision of the R50 000 contribution for dedicated capacity in the LED budget for the 2016/2017 financial year.
4. That the provisions of *Section 67 of the MFMA* be complied with before any funds are transferred to the WCEDP
5. That cognisance be taken of the presentation on the economic development priorities for the district held by Sharon Lewis, Program Manager from Sub-economic Partnership.
6. That a meeting be concluded with the municipality and the Western Cape Sub-economic Partnership to explore possible structures for the proposed economic summit to be held by the municipality.

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

**To be Actioned by: LED/Tourism Officer - Jofré Lottering**

**Resolution C/6/301/11/15**

**APPROVAL OF PROPOSED MUNICIPAL RIVER BY-LAW**

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

**File Ref: 1/3/1/47**

**Resolved**

1. That the Executive Mayor hereby, in terms of Section 12(1) of the Municipal Systems Act, 32 of 2000, submits the Draft River By-Law for approval by the Municipal Council.
2. That the Municipal Manager ensures that the By-Law as approved by the Municipal Council be submitted to the government printers for publication.
3. That the Municipal Managers ensures that a notice be published in the local newspaper to inform the general public the implementation of the approved By-law after it has been published by the government printers.
4. That negotiations may be entered into with Cape Nature regarding taking over the implementation of the By-law and the management of the rivers, on behalf of Council.
5. That a report be submitted to MayCo in February 2016 to address the operational issues regarding the implementation of the Municipal River By-law.

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

**To be Actioned by: Manager: Town Planning**

**Resolution C/6/302/11/15**

**PROPOSED SUBDIVISION, CONSOLIDATION, ALIENATION AND CLOSURE OF AN UNMADE STRAND STREET: ERF 121: PLETTENBERG BAY**

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

**File Ref: 18/121/PB**

**Resolved**

1. That in accordance with Council Resolution (C/6/267/02/15) dated 25 February 2015, it be confirmed 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 essential services.



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2. That the Municipal Council approve the application from Shaun J.McMillan on behalf of Celeste Ruth von Glehn to acquire an unmade portion of Strand Street, Plettenberg Bay, adjacent to Erf 121, Plettenberg Bay in accordance with the Site Layout Plan No. 121-RC-LP1 (SJM) dated March 2014 in accordance with the provisions of Sec 36 of the Municipal Asset and Transfer Regulations and Bitou Supply Chain Policy at a Market Value.
3. That in terms of the provisions of Cape Municipal Ordinance 20/1974, the unmade portion of Strand Street be Closed from Public Street purposes to Residential purposes in accordance with the lay out plan No. 121-RC-LP1 (SJM) dated March 2014 and be consolidated with Erf 121 Plettenberg Bay.
4. That subdivision of unmade Portion of Strand be approved in terms of Section 25 of the Land Use Planning Ordinance (Ordinance 15 of 1985) and the subdivided portion be consolidated with Erf 121 in order to permit registration of individual cadastral freehold properties, in accordance with subdivision plan No, 444/58/SUB1 dated May 2014.
5. That all buildings/structures to be approved by Council/delegated official in terms of the National building regulations and the use be limited to the use for garden, access point, and parking & driveway purposes.
6. That, registration of servitudes in the resultant title deeds to protect municipal services and restriction of land use of the alienated portion for recreational garden, access point, parking & a driveway.
7. That the Municipal Manager, after consultation of the National Treasury be authorised to enter into negotiations and sign all the necessary agreements in furtherance of the transfer in accordance with the provisions of the Supply chain management policy.

Proposed: Councillor W R Craig  
Seconded: Councillor N M de Waal

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

**Resolution C/6/303/11/15**

**CALL FOR PROPOSALS FOR THE LONG TERM LEASE AND  
MANAGEMENT OF THE KIOSK/CANTEEN AT THE PLETTENBERG BAY  
AIRPORT**

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

**File Ref: 17/12/1/2**

**Resolved**

1. That the Municipal Council approves of the proposed lease and management/operation of the kiosk at Plettenberg Bay Airport, through a competitive bidding process.



Ordinary Council Meeting: 30 November 2015

2. That the Municipal Council confirms that the land is not required for service delivery and may not be sold or disposed of other than through long term lease, short term lease or service level agreement.
3. That the Municipal Manager be delegated with the authority to sign the necessary documents.

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

To be Actioned by: LED Officer – R Honeywill

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, except for Councillors M M Mbali and R S Koeberg who rendered their apologies.

11. **IN-COMMITTEE MATTERS**

None



Ordinary Council Meeting: 30 November 2015

12. **CLOSURE**

The Speaker declared the meeting closed at 11h40.

**CONFIRMED AND SIGNED**

**DATE:**                   **31 MARCH 2016**

**SIGNATURE:**

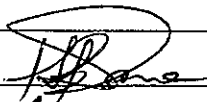
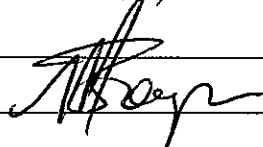

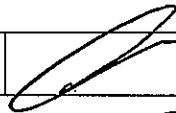
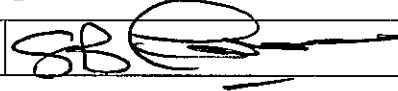
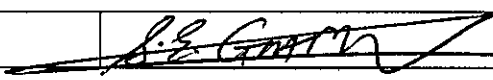
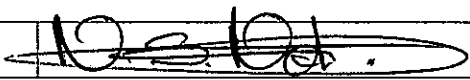
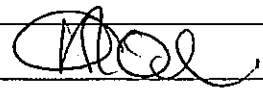
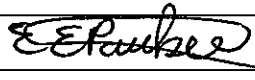
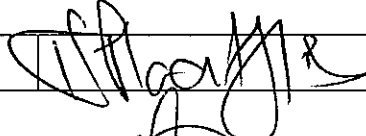
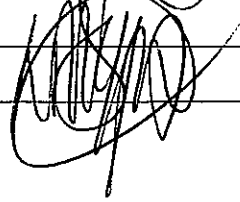
A handwritten signature in black ink, appearing to read 'AR Olivier', written over a horizontal line.

**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  
MONDAY, 30 NOVEMBER 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 | APOLOGIES  |
| COUNCILLOR M M MBALI   | APOLOGY  |
| COUNCILLOR N NDAYI     |  |
| COUNCILLOR A R OLIVIER |  |
| COUNCILLOR E E PAULSE  |  |
| COUNCILLOR H PLAATJIES |  |
| COUNCILLOR L M SEYISI  |  |





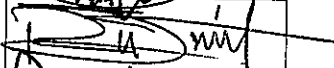
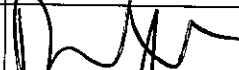
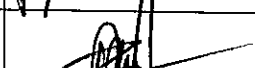


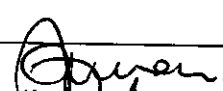
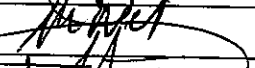
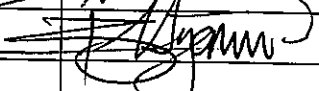


ATTENDANCE REGISTER

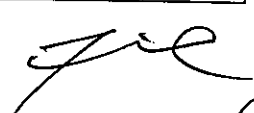
BITOU LOCAL MUNICIPALITY

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

OFFICIALS

| <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           |    |
| Mr. R Smit                 | 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      |   |
| Mr M Fourie                | Manager: Housing, Beaches & Parks |   |
| Mr A Sakati                | Manager: Public Safety            |   |
| Mrs VR Cunningham          | Acting Executive Manager: HR      |   |
| Mrs JJ Jansen              | Principal Admin Officer           |  |
| Ms M Nel                   | Clerk/Administrator               |  |
| J. SIZANA                  | Act COMM MANAGER                  |  |

Loliwe Loliwe LEGAL SERVICES

  
⑨

# Bywoningsregister / Attendance Register



## Interested members of the Public

Thank you for attending.

Dankie vir u belangstelling.

| Naam<br>Name   | Contact No<br>Kontak Nr | Email address or<br>fax<br>Epos adres of<br>faks | Representing          | Signature |
|----------------|-------------------------|--|-----------------------|-----------|
| Llewemdal      | 0834430124              |  | Plett Min Fellowship  |           |
| MANS KEEMA     | 0790964943              |  | IEC                   |           |
| L. PARKMAN     | 082-213-2414            | perkenan74@gmail.com                             | KPOA / Pubs<br>RESORT |           |
| C. PARKMAN     | 082-213-2414            | " " " "  | KPOA / Pubs<br>RESORT |           |
| J. M. BOORDING | 083390 1034             | boardm@qfhaa.                                    | Audt Committee        |           |
|                |                         |  |                       |           |
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