

MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON TUESDAY, 31 MAY 2016 AT 14H00

1. OPENING

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

2. ATTENDANCE

The Attendance Registers of members of the Municipal Council, Officials and Public are attached hereto as annexures.

3. APPLICATION FOR LEAVE OF ABSENCE

No applications for leave of absence was received. All Councillors present

4. STATEMENTS AND COMMUNICATIONS BY:

4.1 The Executive Mayor

The Executive Mayor conveyed condolences and sympathy with the family of Mr Mzwabantu Mzola, who tragically passed away. Mr Mzwabantu was a Traffic Officer at Community Services, and will be sadly missed.

The Executive Mayor then referred to the proposed relocation of the municipal offices. He stated that the Feasibility Study has reached a stage where the Draft Feasibility Report can be published for public comment, and that the public participation process started last week. He informed the meeting that the Engineering Department will circulate correspondence to Councillors and relevant officials in that regard.

He then requested the Speaker's permission to table the Budget, and to be allowed to have his report considered as read, in view of the fact that he would be reading the report in full when conducting the state of the Town's address.

4.2 The Speaker

None

4.3 Councillors

Councillor M Mbali, on behalf of the ANC, and Councillor Koeberg, on behalf of Cope expressed their heartfelt condolences to the family of Mr Mzwabantu Mzola.

5. PRESENTATION

None

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6. CONSIDERATION OF REPORT

Section 1: Office of the Municipal Manager

Resolution C/1/113/05/16

EXTENSION OF CONTRACT SCM/MM 28/2013: INTERNAL AUDIT SERVICES FOR A FURTHER PERIOD OF ONE YEAR FOR BITOU MUNICIPALITY PLETTENBERG BAY

Department: Municipal Manager Demarcation: All Wards

File Ref: Sec/A/345 / SCM/MM 28/2013/A

Resolved

1. That Council note that the contract SCM/MM 28/2013: PROVISION OF INTERNAL AUDIT SERVICES, 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/MM 28/2013/A: PROVISION OF INTERNAL AUDIT SERVICES- Extension of the Contract | | |
| Service Provider: | Ernst & Young Advisory Services (Pty) Ltd | SCM# | ERNS001TRW |
| Bitou Municipality staff level naming convention | | | RATE |
| Specialists | | | R 1 346.00 |
| Senior Manager / Manager | | | R 721.00 |
| Senior Associate | | | R 506.00 |
| Supervisor / Senior | | | R 381.00 |
| Associate 2 | | | R 304.00 |
| Staff (Clerks) | | | R 226.00 |
| Contract: | | Duration: | 12 months |
| Implementation date: | 01 July 2016 | End date: | 30 June 2017 |

2. That it be noted that the title of this report and resolution has been amended to read "for a further period of one year instead of "for a period of three years"

Proposed: Councillor M Booysen
Seconded: Councillor N Ndayi

The ANC Councillors and the Deputy Mayor representing Cope, recorded their vote against the above resolution.

To be Actioned by: Chief Internal Auditor



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Section 2: Finance

Resolution C/2/288/05/16

FINANCIAL REPORT FOR THE MONTH AND QUARTER ENDING 31 MARCH 2016

Department: Finance **Demarcation:** All Wards

File Ref: 9/1/3/4

Resolved

That cognisance be taken of the Monthly / Quarterly Financial Report as at 31 March 2016.

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

For Information

Resolution C/2/290/05/16

OUTSTANDING DEBT: APRIL 2016

Department: Finance **Demarcation:** All Wards

File ref: 9/1/3/4

Resolved

That the Credit Control & Debt Collection statistics for April 2016 be noted.

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

For Information

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Resolution C/2/291/05/16

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

Department: Finance **Demarcation:** All Wards

File Ref: SCM FIN 33/2013/B

Resolved

1. That the intention to extend the scope of the contract SCM 33A/2013 FIN: IT SUPPORT SERVICES FOR BITOU MUNICIPALITY, PLETTENBERG BAY, including the extended contract for Goods and Works per Council resolution M/2/208/12/14, by a period of 7 months till 31 January 2017 be noted.
2. That the following rates as contained in the original contract, and extension, be noted:

| | | | |
|------------------------------------|--|---------------------|-----------------|
| Service Provided: | EXTENSION OF CONTRACT: SCM 33/2013 FIN/B: IT SUPPORT SERVICES FOR BITOU MUNICIPALITY, PLETTENBERG BAY: | | |
| Service Provider: | DIMENSION DATA (Pty) Ltd | WCSD# | DIME001TRW |
| Monthly Operational Support | R 165,500.62 | Escalation | Maximum 6% |
| Contract: | Implementation date: | | 01 July 2016 |
| Duration: | 7 Months | End date: | 31 January 2017 |
| Software Renewals | | Escalation | ROE |
| Operational Item | | Cost | |
| Renewable Term | | | |
| Veeam Backup | R 82 544.25 | Yearly | |
| VMware Backup | R 85 319.50 | Yearly | |
| McAfee Antivirus | R 135 821.72 | Yearly | |
| ARCserve Backup | R 3 779.82 | Yearly | |
| Cisco Renewal | R 16 630.34 | Yearly | |
| EMC VNX5300 | R 167 000.00 | Yearly | |
| Microsoft Licensing | R 1 200 000.00 | Yearly Over 3 Years | |
| Fortigate 311B | R 67 554.54 | Yearly | |
| AI Technician | 200 | N/A | |
| AI Team Lead | 230 | N/A | |
| Interactive Media Technician | 200 | N/A | |
| Engineer | 580 | N/A | |
| Project Manager | 550 | N/A | |
| Product Specialist | 750 | N/A | |
| Consultant | 750 | N/A | |

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| | | | |
|-----------------------------|--------------|------------------|-----------------|
| Contract: | | Duration: | 7 Months |
| Implementation date: | 01 July 2016 | End date: | 31 January 2017 |

Proposed: Councillor M Booyesen
Seconded: Councillor N Ndayi

The ANC Councillors and the Deputy Mayor representing Cope, recorded their vote against the above resolution

To be Actioned by: Senior Manager: Information Technology

Resolution C/2/292/05/16

**REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN
MANAGEMENT POLICY FOR THE QUARTER 01 JANUARY TO 31 MARCH 2016**

Department: Finance Demarcation: All Wards

File Ref: 8/1/5/5/2

Resolved

1. That Council notes the Supply Chain Management Implementation Report for the 3rd Quarter, January to March 2016, of the 2015/16 Financial Year in terms of Section 6(3) of the SCM Policy.
2. That Council notes the Deviations approved by the Municipal Manager for the 3rd Quarter, January to March 2016, of the 2015/16 Financial Year, in compliance with Section 36(2) of the SCM Policy.

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

For Information



Resolution C/2/293/05/16

LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 31 MARCH 2016

Department: Finance **Demarcation:** All Wards

File Ref: 5/15/6

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 January to March 2016.
2. That the report accordingly be presented to the Provincial Treasury: Western Cape and Auditor – General, as determined by Section 11(4)(b) of the Local Government: Municipal Finance Management Act, 2003.

Proposed: Councillor S B Farrow

Seconded: Councillor N Ndayi

To be Actioned by: Senior Manager: Budget and Financial Reporting

Resolution C/2/294/05/16

VIREMENT REPORT FOR THE QUARTER ENDING 31 MARCH 2016

Department: Finance **Demarcation:** All Wards

File Ref: 9/1/3/4

Resolved

That cognisance be taken of the Virement Report as at 31 March 2016.

Proposed: Councillor S B Farrow

Seconded: Councillor N Ndayi

For Information

Resolution C/2/295/05/16

ICT RELATED POLICIES FOR APPROVAL AND ADOPTION BY COUNCIL

Department: Finance **Demarcation:** All Wards

File Ref: 6/2/7/P

Resolved

That the following ICT related policies be approved and adopted:

- (a) Municipal Corporate Governance of Information and Communication Technology Policy.
- (b) Bitou Municipality ICT Data Backup and Recovery Policy

Proposed: Councillor W R Craig
Seconded: Councillor H Plaatjies

To be Actioned by: Senior Manager: Information Technology

Resolution C/2/296/05/16

3rd ADJUSTMENTS BUDGET FOR THE 2015/2016 MTREF

Department: Finance **Demarcation:** All Wards

File Ref: 5/1/1/11

Resolved

1. That the Operating Budget be adjusted.
2. That the Capital Budget be adjusted.
3. That a further contribution of R1.02 million to the CRR be approved.
4. That it be noted from the allocation letter from National Treasury, this adjustments budget is as a result of additional funding made available from MIG.
5. That the Annual Adjustments Budget of Bitou Municipality for the Financial Year 2015/2016, 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.

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- (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
 - (f) Supporting tables SB1 to SB19
6. That the following adjustments permitted in terms of section 28(2)(b) and (f) of the Municipal Finance Management Act and reflected in the tables referred to in clause (5) above be approved:
 7. 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.
 8. That any errors in the annual budget be corrected.
 9. That the Service Delivery and Budget Implementation Plan be adjusted to reflect the changes in the Adjustments Budget and be submitted to Council during June 2016 for consideration.

Proposed: Councillor S B Farrow
Seconded: Councillor M Booysen

The ANC Councillors and the Deputy Mayor representing Cope, recorded their vote against the above resolution

To be Actioned by: Chief Financial Officer

Resolution C/2/297/05/16

**FINAL REVISED IDP & FINAL DRAFT BUDGET: 2016/17 TO 2018/19
MEDIUM TERM REVENUE AND EXPENDITURE FORECAST (MTREF)**

Department: Finance Demarcation: All Wards

File Ref: 5/1/1/11 & 2/8/5

Resolved

1. That the Municipal Council of Bitou Local Municipality, acting in terms of Section 25 of the Municipal Systems Act, Act 32 of 2000 approves and adopts for implementation:
 - (a) The final revised Integrated Development Plan, Annexure J.



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2. That the Municipal Council of Bitou Local Municipality, acting in terms of Section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts for implementation the budget tables and supporting tables as contained in Annexure B:
 - (a) The final annual budget of the municipality for the financial year 2016/17 and the multi-year and single-year capital appropriations as set out in the following tables:
 - (i) Budgeted Financial Performance (revenue and expenditure by standard classification) as contained in Table 12 (MBRR Table A2).
 - (ii) Budgeted Financial Performance (revenue and expenditure by municipal vote) as contained in Table 13 (MBRR Table A3).
 - (iii) Budgeted Financial Performance (revenue by source and expenditure by type) as contained in Table 14 (MBRR Table A4).
 - (iv) Multi-year and single-year capital appropriations by municipal vote and standard classification and associated funding by source as contained in Table 15 (MBRR Table A5).
 - (b) The financial position, cash flow budget, cash-backed reserve/accumulated surplus, asset management and the final basic service delivery targets are approved as set out in the following tables:
 - (i) Budgeted Financial Position as contained in Table 16 (MBRR Table A6).
 - (ii) Budgeted Cash Flows as contained in Table 17 (MBRR Table A7).
 - (iii) Cash backed reserves and accumulated surplus reconciliation as contained in Table 18 (MBRR Table A8).
 - (iv) Asset management as contained in Table 19 (MBRR Table A9).
 - (v) Basic service delivery measurement as contained in Table 20 (MBRR Table A10).
3. That the Municipal Council of Bitou Local Municipality, acting in terms of Section 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts for implementation with effect from 01 July 2016; the tariffs for property rates, the tariffs for electricity, the tariffs for the supply of water, the tariffs for sanitation services, the tariffs for solid waste services as set out in Annexure A.
4. That the Municipal Council of Bitou Local Municipality, acting in terms of 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts for implementation with effect from 01 July 2016 the tariffs and fees for other services, as also set out in Annexure A.

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5. That the Municipal Council of Bitou Local Municipality, acting in terms of Budget Regulation and Circulars, approves and adopts for implementation with effect from 01 July 2016 Circular 79 and 82 Annexure E.
6. That the Municipal Council of Bitou Local Municipality, acting in terms of Budget Regulation and Circular 75 approves and adopts for implementation with effect from 01 July 2016 the service level standards as set out in Annexure G.
7. That Council notes that, in terms of Section 53 (1) (c) (ii) of the MFMA the Municipal Manager will submit the Municipality's Service Delivery and Budget Implementation Plan (SDBIP) within 28 days after approval of the budget to the Executive Mayor for approval and, within 14 days after approval it will be made public in terms of Section 53 (3) (a) of the MFMA
8. That the Municipal Council of Bitou Local Municipality, acting in terms of Budget Regulation approves and adopts for implementation with effect from 01 July 2016 the LGMTEC comments by Provincial Treasury and Municipal responses Annexure H.
9. That the Municipal Council of Bitou Local Municipality, acting in terms of Section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts for implementation with effect from 01 July 2016 the following Budget Related Policies as set out in Annexure D:
 - (a) Borrowing Policy and guidelines
 - (b) Petty Cash Policy
 - (c) Credit Control & Debt Collection Policy
 - (d) Tariff Policy
 - (e) Creditors, Councilors and Personnel Payment Policy
 - (f) Liquidity, Funding and Reserves Policy
 - (g) Supply Chain Management Policy Incorporating Preferential Procurement
 - (h) Investment & Cash Management Policy
 - (i) Asset Management Policy
 - (j) Property Rates Policy
 - (k) Indigent Support Policy
 - (l) Long-Term Financial Planning Policy
 - (m) Budget Implementation and Monitoring Policy
 - (n) Travelling Allowance Policy
 - (o) Overtime Policy
 - (p) Insurance Policy
 - (q) Recruitment and Selection Policy
10. To give proper effect to the municipality's final annual budget, the Council of Bitou Local Municipality approves:
 - (a) That cash backing be implemented through the utilisation of a portion of the realisable accumulated surplus as at the end of the financial year to ensure that all capital reserves and provisions, unspent long-term loans and unspent conditional grants are cash backed as required in terms of the municipality's funding and reserves policy as prescribed by section 8 of the Municipal Budget and Reporting Regulations.

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- (b) That the municipality be permitted to enter into long-term loans for the funding of the capital programmes in respect of the 2016/17 financial year limited to an amount of R25,0 million for the Financial Year 2016/17 in terms of Section 46 of the Municipal Finance Management Act.
 - (c) That the Municipal Manager be authorised to sign all necessary agreements and documents to give effect to the above lending programme.
11. That the Municipal Council takes note and approve the comments and questions raised in the public participation process as well as the responses contained in the budget report.
 12. To give proper effect to the municipality's final annual budget, the Council of Bitou Local Municipality approves detailed Capital program as contained in Annexure C.
 13. That the Mayoral Report in the Annual Budget 2016/2017 be noted.
 14. That a notices be given in terms of Section 25 (4) (a) of the Municipal Systems Act, Act 32 of 2000.

Proposed: Councillor M Booysen
Seconded: Councillor N Ndayi

The ANC Councillors and the Deputy Mayor representing Cope, recorded their vote against the above resolution

To be Actioned by: Chief Financial Officer

Section 3: Corporate Services

Resolution C/3/149/05/16

REVISION OF BITOU ORGANIZATIONAL STRUCTURE 2015/2016

Department: Corporate Services Demarcation: All Wards

File Ref: 2/1/8

Resolved

1. That council in principle considers the departmental amended organizational structures.
2. That the macrostructure and organogram be submitted to the LLF and its sub committees for consultation.

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3. That the report on the outcome of the consultation process with the Unions be submitted to council for consideration and final approval at the next council meeting.

Proposed: Councillor M Booysen
Seconded: Councillor W R Craig

To be Actioned by: Acting Executive Manager: Human Resources

Resolution C/3/150/05/16

REVIEW OF RETIREMENT AGE AND DELEGATION TO THE MUNICIPAL MANAGER REGARDING AUTHORIZATION OF OFFICIALS TO EXCEED RETIREMENT AGE

Department: Corporate Services Demarcation: All Wards

File Ref: 4/6/5

Resolved

1. That Council Resolution C/1/60/07/12 be rescinded.
2. That the normal retirement age be determined as 65 or as otherwise stipulated in the employee's employment contract.
3. That the Municipal Manager be granted delegated authority to approve applications by employees who wish to extend their employment beyond the age of 65 in consultation with the Executive Mayor.
4. That fixed term contracts be entered into with such individuals, subject thereto that a succession plan be put in place.
5. That it be an explicit term of the fixed term contract that skills transfer must take place to junior qualified officials within the department.

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

To be Actioned by: Acting Executive Manager: Human Resources



Section 4: Community Services

Resolution C/4/85/05/16

DEVELOPMENT OF MUNICIPAL ERF 4367 NEXT TO ULTRA-CITY SITE

Department: Community Services Demarcation: Ward 2

File Ref: 18/4367/PB

Resolved

1. That the development of Erf 4367 (Plettenberg Bay) under the FLISP programme be supported
2. That a feasibility application be made to the Department of Human Settlements for the implementation of a FLISP Housing Project on Erf 4367 for the 2017/2018 Financial Year.

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

To be Actioned by: Manager Human Settlement, Housing, Parks & Recreation, Sports & Public Facilities Management

Resolution C/4/86/05/16

APPROVAL OF RESTRUCTURING ZONES FOR SOCIAL HOUSING IN PLETTENBERG BAY

Department: Community Services Demarcation: Ward (No)

File Ref: 17/6/1/1

Resolved

1. That the following land parcels in Plettenberg Bay identified as restructuring zones to be submitted to the Provincial Department of the Western Cape for registration by the National Department of Housing.

| No | NAME | ERF NO | SIZE | OWNER |
|-----------|---|---------------|----------------------------|--------------|
| 1. | Melville Corner Shopping Centre | Erf 18&20 | Approx. 5000m ² | Private |
| 2. | Marine Way 12 Municipal rented houses in Flying Cloud Drive in Fiery Cross Street | Erf 2096 | 8.411m ² | Municipality |
| 3. | Cape Nature | Erf542 | 2.1Ha | Public Works |

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| | | | | |
|----|--|----------|----------|--------------|
| 4. | Remainder of erf 2864 which excludes the Municipal Depot | Erf 2864 | 9.256 Ha | Municipality |
|----|--|----------|----------|--------------|

2. That the Council Resolution be submitted to the Provincial Administration of the Western Cape to be endorsed by the Provincial Minister of Human Settlements.

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

To be Actioned by: Manager Human Settlement, Housing, Parks & Recreation, Sports & Public Facilities Management

Resolution C/4/87/05/16

NAMING OF STREETS: NEW HORIZONS AND GREEN VALLEY – PLETTENBERG BAY

Department: Community Services Demarcation: Ward (No 4 and 1)

File Ref: 16/3/6

Resolved

1. That the following street Names be given to the two unnamed streets in the two New Housing Projects in New Horizons and Green Valley as indicated on the site development plans.
 - (a) Rotterdam Crescent in Green Valley
 - (b) Geelhout Crescent in New Horizons
2. That the sub-divisional plans for these two projects be approved by the Department of Strategic Services.
3. That an advertisement advising the members of the public of this decision be placed on the notice boards, the official website of Bitou Municipality and locally circulating Council newspaper of record.
4. That a comprehensive report on all other streets that still needs to be named or renamed be submitted to the next Council meeting.

Proposed: Councillor M Booysen
Seconded: Councillor W R Craig

To be Actioned by: Manager Human Settlement, Housing, Parks & Recreation, Sports & Public Facilities Management & Head Strategic Services



Section 5: Engineering Services

No Items for consideration

Section 6: Strategic Services

Resolution C/6/320/05/16

BUILDING CONTROL SECTION: QUARTERLY REPORT: JANUARY – MARCH 2016

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 for the period January to March 2016.

Proposed: Councillor N M de Waal

Seconded: Councillor S B Farrow

For Information

Resolution C/6/321/05/16

TABLING OF THE PROPOSED AMENDED 2015/2016 TOP-LAYER SDBIP (SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN)

Department: Strategic Services Demarcation: All Wards

File Ref: 5/1/1/4

Resolved

1. That the Municipal Council approves the amendments to the 2015/2016 Top-Level SDBIP (Service Delivery and Budget Implementation Plan).
2. That all the statutory process be followed, for submission thereof to the relevant state bodies.
3. That the amended Top-Level SDBIP be placed in the local media and on the municipal website.

Proposed: Councillor S B Farrow

Seconded: Councillor W R Craig

To be Actioned by: Principal Officer: PMS, SDBIP & Compliance

Resolution C/6/322/05/16

**BITOU MUNICIPALITY THIRD QUARTER (JANUARY – MARCH 2016)
SDBIP REPORT ON PERFORMANCE FOR THE CURRENT FINANCIAL**

Department: Strategic Services

File Ref: 5/1/1/4

Resolved

That the Municipal Council approves the performance report on the Service Delivery and Budget Implementation Plan for the third quarter, January to March 2016 of the current (2015/2016) Financial Year.

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

To be Actioned by: Principal Officer: PMS, SDBIP & Compliance

Resolution C/6/323 /05/16

**PROPOSED EXTENSION OF THE CONTRACT FOR SCM/STRAT/20/2014:
APPOINTMENT OF ESRI SOUTH AFRICA FOR GIS SOFTWARE AND
ASSOCIATED SERVICES**

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

File Ref: SEC/A/383 & SCM/STRAT/20/2014/A

Resolved

1. That Council notes the amendment of the Contract SCM/STRAT/20/2014: PROVISION OF GIS SERVICES so as to include the provision of GIS Software, Services and Licences, including the terms and conditions of the SLA and ELA for a period of 3 years till 30 June 2019, as it complies with the requirements of Section 52(3) of Council's Supply Chain Management Policy.
2. That the following rates as contained in the SLA and the ELA be noted:

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| | | | |
|---|--|---------------------------------|----------------------|
| Service Provided: | SCM/STRAT/20/2014/A: PROVISION OF GIS SOFTWARE AND ASSOCIATED SERVICES | | |
| Service Provider: | ESRI SOUTH AFRICA (PTY) LTD | WCSD# | GIMS001TRW |
| Capped Enterprise License Agreement Contract (Subject to Exchange Rate Fluctuations) | Year | Escalation | (R) Excl. VAT |
| | 2016/2017 | Fixed Cost as per ELA | R 246 000.00 |
| | 2017/2018 | Fixed 9.5% as per ELA | R 270 600.00 |
| | 2018/2019 | Fixed 9.5% as per ELA | R 297 660.00 |
| CONTRACT PERIOD: | | | |
| Implementation date: | 1 July 2016 | Duration: | 3 years |
| Rates for Professional Services as and when required | | | (R) Excl. VAT |
| GIS Specialist- Hourly Rate | | | R 450.00 |
| Senior GIS Specialist- Hourly Rate | | | R 600.00 |
| GIS Consultant- Hourly Rate | | | R 750.00 |
| GIS System Architect- Hourly Rate | | | R 750.00 |
| GIS Technician- Hourly Rate | | | R 600.00 |
| Junior GIS Developer- Hourly Rate | | | R 500.00 |
| GIS Developer- Hourly Rate | | | R 600.00 |
| Senior GIS Developer- Hourly Rate | | | R 750.00 |
| Desktop Operational support: Daily Rate 1 to 3 persons | | | R 1 500.00 |
| Desktop Operational support: Daily Rate 4 to 10 persons | | | R 3 000.00 |
| Server Configuration Support: Daily Rate per person | | | R 2 000.00 |
| Escalation: | | 7% increase year on year | |
| CONTRACT: | | Duration: | 36 Months |
| Implementation date: | 1 July 2016 | End date: | 30 June 2019 |

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

The ANC Councillors and the Deputy Mayor representing Cope, recorded their vote against the above resolution

To be Actioned by: Manager Town Planning

Resolution C/6/324/05/16

DISPOSAL OF ECONOMIC, BUSINESS AND CHURCH ERVEN IN THE GREATER PLETTENBERG BAY AND THE SUBDIVISION OF ERF 4911

Department: Strategic Services **Demarcation:** All Ward

File Ref: 7/2/2/5

Resolved

That it be noted that this Item was referred back by the Mayoral Committee for valuations to be obtained on all erven intended for disposal in order that Council can make an informed decision on whether or not the identified land is considered;

- (a) Not of high value capital assets as defined in the Regulation and therefore public participation is not compulsory, and
- (b) That a fair market value for the land is considered.

For Actioning refer to the Mayoral Committee resolution.

Resolution C/6/325/05/16

AMENDMENT OF DELEGATIONS TO THE MUNICIPAL MANAGER

Department: Strategic Services **Demarcation:** All Ward

File Ref: 2/2/1/2

Resolved

That clause one (1) of resolution C/1/53/06/12, be rescinded and replaced with the following delegation to the Municipal Manager:

To sign all documents and contracts on behalf of the Bitou Local Municipality in respect of contracts with other organs of state, contracts in respect of sub-economic housing and service provider contracts, and lease agreements in respect of Council offices and facilities, up to a value of R10 000.00 per month, per Item *and lease agreements with other Organs of State in respect of Council offices and facilities to a maximum of R2 000 000 per annum.*

Proposed: Councillor M Booyesen

Seconded: Councillor W R Craig

To be Actioned by: Head Strategic Services & Manager Legal Services



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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 In-Committee Items for consideration

12. **RECORDING OF COUNCILLORS PRESENT**

All Councillors present.

13. **CLOSURE**

The Speaker declared the meeting closed at 16h15

CONFIRMED AND SIGNED

DATE: **30 JUNE 2016**

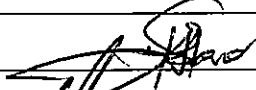
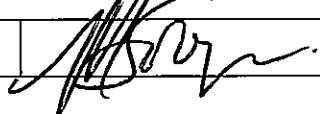

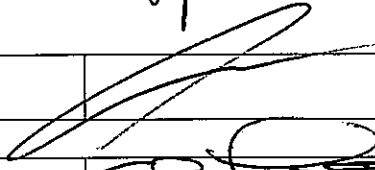


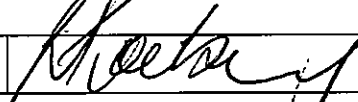


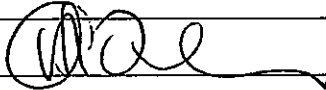
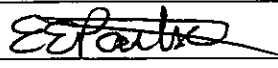


SIGNATURE:



ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

**SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON
TUESDAY, 31 MAY 2016 AT 14H00**


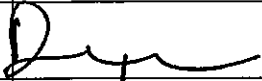

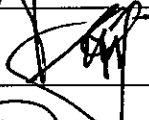
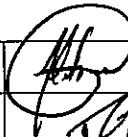

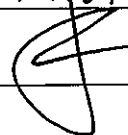
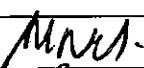


| <u>NAME</u> | <u>SIGNATURE</u> |
|------------------------|--|
| COUNCILLOR S BESANA |  |
| COUNCILLOR M BOOYSEN |  |
| COUNCILLOR WR CRAIG |  |
| COUNCILLOR N M DE WAAL |  |
| COUNCILLOR S FARROW |  |
| COUNCILLOR S E GCABAYI |  |
| COUNCILLOR R S KOEBERG |  |
| COUNCILLOR M M MBALI |  |
| COUNCILLOR 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
TUESDAY, 31 MAY 2016 AT 14H00


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 | Acting Municipal Manager & 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 |  |
| Mr A Crouz | Manager Legal Services |  |
| Mr S Dladla | Manager: Office of the Mayor | |
| Mrs VR Cunningham | Acting Executive Manager: HR | |
| Mrs JJ Jansen | Principal Admin Officer | |
| Ms M Nel | Clerk/Administrator |  |
| Mr. R. BOWER | Manager: Waste Management |  |
| Mr. O. EBER | Manager: Projects |  |

Thembintosi Henge
JAMES ISAMA

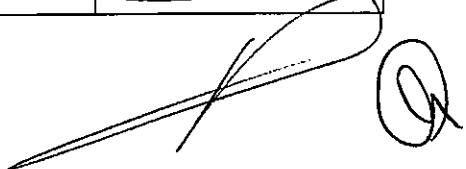
IBP Manager
As: Manager COMM
OFFICIALS



| <u>NAME</u> | <u>DESIGNATION</u> | <u>SIGNATURE</u> |
|----------------|--------------------|---|
| Mbulelo Memani | Senior Manager BTO |  |

Pearo Peters

SCM MANAGER





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 |
|------------------------|-------------------------|--|----------------------------|--------------------|
| <i>Koelhaas</i> | <i>011 717 2025</i> | <i>Redmond@redmondreg.co.za</i> | | <i>[Signature]</i> |
| <i>ANTA AMUNDVAGER</i> | <i>0842477816</i> | <i>antam187@gmail.com</i> | <i>WARD 4 BOARD</i> | <i>[Signature]</i> |
| <i>STANIS MURSA</i> | <i>0689669550</i> | <i>Stane.Murza@gmail.com</i> | <i>WARD 4</i> | <i>[Signature]</i> |
| <i>CHRISTO VLOK</i> | <i>533 281 55</i> | <i>christo.vlok@telkom.co.za</i> | <i>PUETT PARTICIPATORS</i> | <i>[Signature]</i> |
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| <i>OUVDR PUSKAK</i> | <i>196049</i> | | <i>PUETT PARTICIPATORS</i> | |