



**Bitou Local Municipality
Bitou Plaaslike Munisipaliteit
Umasipala WeBitou**

Agenda

SPECIAL MUNICIPAL COUNCIL MEETING

**Venue: Council Chambers, Municipal Offices,
Sewell Street, Plettenberg Bay**

DATE: 14 MARCH 2017

Time: 8h30

BITOU LOCAL MUNICIPALITY

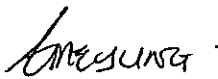
10 March 2017

**The Executive Mayor
Councillors
Municipal Manager and Heads of Department**

SPECIAL COUNCIL MEETING: TUESDAY, 14 MARCH 2017 AT 8H30

NOTICE is hereby given that a Special Council Meeting will be held in the Council Chamber, Municipal Offices, Plettenberg Bay on **TUESDAY, 14 MARCH 2017 AT 8H30** to discuss the business set forth in the Agenda.

Yours faithfully



1/2
M M MBALI
Speaker

Constitution of the Council

The Speaker, Councillor M M Mbali
The Executive Mayor, Councillor M P Lobese
The Deputy Executive Mayor, Alderman E V Wildeman
Member of the Mayoral Committee, Councillor S E Gcabayi
Member of the Mayoral Committee, Councillor L M Seyisi

Councillor M Booysen
Councillor N C Jacob
Councillor J N Kamkam
Councillor X Matyila
Councillor W J Nel
Councillor A R Olivier
Councillor A S M Windvogel

Bitou Local Municipality

Special Council Agenda: 14 March 2017

Time: 8h30

Order of Business

1. OPENING

2. ATTENDANCE

The Attendance Registers of members of the Municipal Council, Officials and Public will be circulated for signature.

3. APPLICATION FOR LEAVE OF ABSENCE

Application for leave of absence, if necessary, will be considered.

4. STATEMENTS AND COMMUNICATIONS BY:

4.1 The Executive Mayor

4.2 The Speaker

5. PRESENTATIONS

None

6. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)

Items for consideration: Schedule of Items attached.

7. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None received

Order of business: Special Council Meeting: 14 March 2017

8. **CONSIDERATION OF NOTICES OF MOTION**

None received

9. **CONSIDERATION OF MOTIONS OF QUESTION**

None received

10. **CONSIDERATION OF MOTIONS OF EXIGENCY**

None received

11. **IN-COMMITTEE MATTERS**

None received

12. **RECORDING OF COUNCILLORS PRESENT**

13. **CLOSURE**

PORTFOLIO INDEX					
CONSIDERATION OF REPORTS					
SPECIAL COUNCIL AGENDA					
14 MARCH 2017					
6: CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)					
SECTION 1: OFFICE OF THE MUNICIPAL MANAGER					
ITEM NO	SUBJECT	FILE REF	MAYCO AGENDA PAGE NO	DATE OF MAYCO MEETING	COUNCIL AGENDA PAGE NO
	No items for consideration				
SECTION 2: FINANCE					
ITEM NO	SUBJECT	FILE REF	MAYCO AGENDA PAGE NO	DATE OF MAYCO MEETING	COUNCIL AGENDA PAGE NO
	No items for consideration				
SECTION 3: CORPORATE SERVICES					
ITEM NO	SUBJECT	FILE REF	MAYCO AGENDA PAGE NO	DATE OF MAYCO MEETING	COUNCIL AGENDA PAGE NO
C/3/29/03/17	NOMINATION OF COUNCIL REPRESENTATIVE TO SALGA PROVINCIAL WORKING GROUPS	12/2/1/3/1	1 - 21	14-Mar-17	1 - 4
SECTION 4: COMMUNITY SERVICES					
ITEM NO	SUBJECT	FILE REF	MAYCO AGENDA PAGE NO	DATE OF MAYCO MEETING	COUNCIL AGENDA PAGE NO
	No items for consideration				
SECTION 5: ENGINEERING SERVICES					
ITEM NO	SUBJECT	FILE REF	MAYCO AGENDA PAGE NO	DATE OF MAYCO MEETING	COUNCIL AGENDA PAGE NO
C/5/15/03/17	AGREEMENT BETWEEN THE BITOU LOCAL MUNICIPALITY AND THE DEPARTMENT OF ENERGY FOR THE SOLAR WATER HEATERS PROGRAMME	Sec/A/475	22 - 73	14-Mar-17	5 - 7
SECTION 6: STRATEGIC SERVICES					
ITEM NO	SUBJECT	FILE REF	MAYCO AGENDA PAGE NO	DATE OF MAYCO MEETING	COUNCIL AGENDA PAGE NO
	No items for consideration				

Section 3

Department: Corporate Services

Section 3: Corporate Services

ITEM C/3/29/03/17

Council Meeting

NOMINATION OF COUNCIL REPRESENTATIVE TO SALGA PROVINCIAL WORKING GROUPS

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

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

Attachment: Electronic mail and SALGA Western Cape letter dated 2 March 2017

Report by: Acting Head Corporate Services

Author: Manager Administration

Date: 09 March 2017

Purpose of the report

To inform Council of the establishment of the respective Provincial Working Groups and to request Council to nominate the official representative (Councillor) and a municipal official of Bitou Local Municipality to the respective Provincial Working Groups of SALGA. A secondi for each of the Working Groups needs to be nominated as well.

Background / Discussion

Letter dated 2 March 2017 received from the Provincial Executive Officer, SALGA, marked Annexure A, which is self-explanatory.

The nomination forms for the official representatives, secondi and municipal officials for SALGA Governance Structures Working Groups, circulated with above-mentioned letter are attached marked Annexure "B".

The respective SALGA Provincial Working Groups Working Groups now established are as follows:

- Community Development & Social Cohesion
- Economic Empowerment and Employment Creation
- Environmental Planning & Climate Resilience
- Human Settlements & Municipal Planning

Section 3: Corporate Services

- Public Transport and Roads
- Water, Sanitation and Waste Management
- Capacity Building & Institutional Resilience
- Governance & Intergovernmental Relations
- Municipal Finance & Fiscal Policy
- Municipal Innovations & Information Technology

Councillors may be accompanied by relevant officials in attending the meeting of the Working Groups.

Financial implications

SALGA will cover the subsistence and travel costs of the official representative (Councillor), one per Provincial Working Group.

Comments: Manager Legal Services

The recommendation by the Municipal Manager is supported.

Comments: Acting Chief Financial Officer

The recommendation by the Municipal Manager is supported.

Comments: Acting Head Community Services

The recommendation by the Municipal Manager is supported.

Comments: Head Engineering Services

The recommendation by the Municipal Manager is supported.

Comments: Head Strategic Services

The recommendation by the Municipal Manager is supported.

Section 3: Corporate Services

Recommended by the Municipal Manager

1. That cognizance be taken of the SALGA Working Groups and that Councillors be nominated by Council to serve on the respective Working Groups of SALGA.

SALGA Working Group		Councillors Representative	Secundis
(i)	Community Development & Social Cohesion		
(ii)	Economic Empowerment and Employment Creation		
(iii)	Environmental Planning & Climate Resilience		
(iv)	Human Settlements & Municipal Planning		
(v)	Public Transport and Roads		
(vi)	Water, Sanitation and Waste Management		
(vii)	Capacity Building & Institutional Resilience		
(viii)	Governance & Intergovernmental Relations		
(ix)	Municipal Finance & Fiscal Policy		
(x)	Municipal Innovations & Information Technology		

2. That the following officials be delegated to accompany the relevant representatives

SALGA Working Group		Official/s
(i)	Community Development & Social Cohesion	Snr Manager: Public Safety & Chief of Staff
(ii)	Economic Empowerment and Employment Creation	Manager: IDP & Manager: LED / Tourism Management
(iii)	Environmental Planning & Climate Resilience	Snr Manager: Town Planning

Section 3: Corporate Services

(iv)	Human Settlements & Municipal Planning	Snr Manager Human Settlement and Public Amenities
(v)	Public Transport and Roads	Manager Roads & Stormwater
(vi)	Water, Sanitation and Waste Management	Snr Manager: Water Services & Manager: Waste Management
(vii)	Capacity Building & Institutional Resilience	Snr Manager: HR
(viii)	Governance & Intergovernmental Relations	Chief of Staff
(ix)	Municipal Finance & Fiscal Policy	Senior Manager Budget & Treasury
(x)	Municipal Innovations & Information Technology	Manager: IT

3. That the Municipal Manager appoint, on an ad-hoc basis, any additional officials who may be required to attend any given meeting of the SALGA Working Groups.

Section 5

Department: Engineering Services

ITEM C/5/15/03/17

Council Meeting

AGREEMENT BETWEEN THE BITOU LOCAL MUNICIPALITY AND THE DEPARTMENT OF ENERGY FOR THE SOLAR WATER HEATERS PROGRAMME

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

File Ref: Sec/A/475

Attachments: **Annexure A: Draft Solar Water Heaters Agreement between Bitou LM and the Department of Energy**

Annexure B: Previous Resolution on a similar programme for Solar Water Geysers

Report from: **Head: Engineering Services**

Author: **Head: Engineering Services**

Date: **9 March 2017**

Purpose of the report

To seek council approval by accepting the rollout of the Solar Water Heaters (SWH) within Bitou LM (the Municipality).

Background and Discussion

The Minister for the Department of Energy (DoE) had an Imbizo at the municipality on 11 December 2016. The ministerial commitments that were made on the day included a commitment by the DoE's Clean Energy Chief Directorate installing three thousand (3000) Solar Water Heaters within at the municipality. However, there are legalities that need to be observed and some preparatory work undertaken. This includes the adoption of the framework agreement that needs to be agreed upon and entered into by the Department of Energy (DoE) and the Municipality. The precursor to the agreement is a council resolution which accepts the project and indicates the project area i.e. the prioritization of the installation in the various wards. The DoE intends to install two hundred (200) SWH before the end of June 2017 and the remaining two thousand and eight hundred (2800) will be installed during the 2017-18 financial year.

Section 5: Engineering Services

The DoE will be accountable for the project in its entirety, meaning that:

- the appointment of service providers will be done by the DoE
- monitoring and controlling performance will be performed by the DoE

The DoE will collaborate with the Department of Labour, the Department of Higher Education and industry appropriate Skills Education and Training Authorities (SETAs), as well as the Expanded Public Works Programme (EPWP) and Community Work Programme (CWP) located in the Department of Public Works to establish a national training programme to train potential installers and repairers identified by the Municipality.

Motivation

The program has economic and environmental benefits for the residents of Bitou as well as the following advantages:

- Effective and efficient water heating via evacuated tube technology.
- Relies solely on solar energy to heat water thus there is no connection to the grid.
- Funding for the program will be provided by the DoE.
- Improve the quality of life for the beneficiaries of the program

Considering the above statements, it is in the municipality's interest to facilitate the installation of the SWH. It is proposed that Council supports the implementation of the SWH program within the municipality and that the implementation must take the following sequence:

Priority Rank	Ward No	Description of area
1)	Ward 1	Green Valley, Wittedrift, Craggs, Kurland, Keurbooms, Nature's Valley and Covie
2)	Ward 2	Bossiesgif, Plett South and Plett North
3)	Ward 3	Qolweni, Pine Trees and Gatjie
4)	Ward 4	New Horizons and Kwa-Nokuthula Split VD
5)	Ward 5	Phase 1 and 2 Kwa-Nokuthula
6)	Ward 6	Phase 3 Kwa-Nokuthula
7)	Ward 7	Kranshoek, Harkerville and Split VD Phase 3 Kwa-Nokuthula

Section 5: Engineering Services

The DoE will however, first conduct a technical assessment before the implementation of the SWH Programme. The priority indicated above might vary depending on the outcomes of the assessment. If there are technical constraints in a particular ward, the ward with the next highest ranking or with readily available houses for installation, would be elevated.

Financial Implications

No financial implications at this point as DOE will cover all the costs of materials, equipment and labour.

Relevant Legislation

The Constitution
Occupational Health and Safety
NHBRC

Comments: Manager Legal Services

It is proposed that any process in terms of Clause 14 of the agreement be conducted in Plettenberg Bay or George.

Comments: Acting Chief Financial Officer

The recommendation by the Municipal Manager is supported.

Comments: Acting Head: Corporate Services

The comments are the same as that of the Manager: Legal Services. The recommendation of the Municipal Manager is supported.

Comments: Acting Head Community Services

The recommendation by the Municipal Manager is supported.

Comments: Head Strategic Services

The installation of the solar heaters must comply with the National Building Regulations.

Recommended by the Municipal Manager

1. That Council approves the solar water heaters programme and that the Mayor signs the agreement between the Bitou Municipality and the Department of Energy.
2. That Council prioritise the various areas as required, to form part of this resolution as required based on the agreement.
3. That Council further propose that any process in terms of Clause 14 of the agreement be conducted in Plettenberg Bay or George.