

MINUTES OF THE 120th MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON TUESDAY, 26 JANUARY 2021 AT 9H03

1. OPENING

The Executive Mayor welcomed everyone present at 9h03 at the first meeting for the year and requested Councillor L M Seyisi to open the meeting with prayer.

2. ATTENDANCE

As per the attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

All Mayoral Committee Members present.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the 118th Mayoral Committee Meeting: 24 November 2020

That the minutes of the 118th Mayoral Committee Meeting held on 24 November 2020 be and are hereby, **CONFIRMED AND SIGNED.**

Proposed: Councillor M M Mbali

Seconded: Councillor L M Seyisi

5. COMMUNICATIONS BY THE EXECUTIVE MAYOR

The Executive Mayor expressed his gratitude to all involved in developing and implementing the COVID 19 Seasonal Plan, for their hard work, commitment and dedication during the festive season. He also commented the Director Economic Development & Planning on a job well done during the festive season whilst acting as Municipal Manager.

He indicated that the Law Enforcement Section experienced a difficult time during the closure of beaches and certain public spaces which were closed off as some locals and visitors refused to be compliant. He further highlighted that the COVID19 statistics is evident that as a team, the municipality, town and community did well in combatting the spread of COVID.

The Honourable Mayor observed a moment of silence for those who passed on due to COVID-19. *"May their souls rest in peace and may the living fight on"*

During the festive season the Community of Qolweni worked hard with the municipal officials in the Human Settlement Department with the relocation people from the shacks to the TRA and with the reconstruction of the shacks that burnt.



The Executive Mayor raised his concern with the municipal strike, related to the payment of COVID-19 danger allowance. He expressed his disappointment in the attitude of the staff members and leaders. He further stated that the intention of the strike was to embarrass Council as tourists were in town and refuse were not collected. The Executive Mayor indicated that as a Council the danger allowances were approved as well as the annual salary increase and Bitou Municipality never intended to not remunerate employees, but merely awaited guidance from SALGA on the matter.

He then highlighted that he became aware that certain employees received danger allowance who were not qualified to receive payment and that in these cases the money be recovered. He also noticed that EPWP workers were not considered for the danger allowance and therefore requested the Municipal Manager to submit an Item for those EPWP workers who worked during the COVID-19 period considered. He then indicated that the amount presented to him for danger allowance and approval were above the funding approved by Council and requested that the Municipal Manager indicated where the additional funding will be sourced.

The Executive Mayor also mentioned that he called many meetings to deal with the issues of Qolweni on which the Acting Municipal Manager, Mr Ludolph Gericke assisted. Once again the Executive Mayor expressed his dissatisfaction with the unavailability of some officials over the festive season and that this occurred for the first time during his term of office.

With reference to the Adjustment Budget, due to serve before Council at end of February 2021, the Executive Mayor requested that all Section Managers revisit their budget to ensure that sufficient funding is available -and if not, submissions be made to the Municipal Manager.

He informed the meeting that the Local Government Election will take place between the 3rd August and 3 November 2021 and that the term of Office will end between the said period.

The Executive Mayor mentioned that he wants to leave a legacy for this town and therefore requested a Vision 2050 document be developed for Bitou.

In his closing remarks the Executive Mayor informed the meeting that interviews that were conducted for the positions of the Directors Engineering Services, Financial Services and Corporate Services.

He then wished all the best 2021.

6. PRESENTATIONS

A Presentation was made by Professor Chris Adendorff on PREPARATION AND IMPLEMENTATION OF VISION 2050

Please refer to Resolution C/1/191/01/21.

The meeting was adjourned at 11h00 to allow the administration to perform system upgrades. The meeting reconvened at 11h16.

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

Section 1: Office of the Municipal Manager

Resolution M/1/191/01/21

It should be noted that the Item references changed from a "C" to a "M"

PREPARATION AND IMPLEMENTATION OF VISION 2050

Directorate: Office of Municipal Manager
Portfolio Comm: Strategic Services

Demarcation: All Wards
Delegation: Council

File Ref: 15/1/4

Resolution by the Executive Mayor

1. That the Council notes the purpose, scope and current status of the 'Bitou Vision 2050' project.
2. That a workshop be arranged in February 2021 to discuss the proposal.
3. That the Municipal Manager with collaboration of Senior Management identify quick win projects.
4. That the business plans for the projects to be identified as in 3 above, be packaged and submitted to MayCo for approval which should then be submitted by Powerhouse Strategies to the relevant institutions.

Proposed: Councillor M M Mbali
Seconded: Councillor S E Gcabayi

EXECUTION: Municipal Manager
Cc: All Directors



Recommendation C/1/192/01/21

TABLING OF THE 2020/2021 MFMA NON-FINANCIAL SECTION 72 (MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT

Directorate: Office of the Municipal Manager **Demarcation:** All Wards
Portfolio Comm: Strategic Services **Delegation:** Council

File Ref: 5/1/1/4

Should be noted that this Item was circulated per Addendum.

Recommended by the Executive Mayor

1. That the Executive Mayor considers the 2020/2021 MFMA Section 72 (Mid-Year non-financial budget and performance assessment) report.
2. That the report be tabled in Council for information
3. That the report be submitted to National Treasury and Provincial Treasury.
4. That the report be placed on the municipal website within 5 days as contemplated by Section 75 (2) of the MFMA.
5. That the Adjustment Budget be submitted to Council in February 2021.

Proposed: Councillor M M Mbali
Seconded: Councillor S E Gcabayi

For Execution Refer To Council Resolution

Section 2: Directorate Financial Services

Recommendation C/2/207/01/21

OUTSTANDING DEBT REPORT: OCTOBER 2020

Directorate: Finance **Demarcation:** All Wards
Portfolio Comm: Finance & Engineering **Delegation:** Council

File Ref: 9/1/3/4

Recommended by the Executive Mayor

1. That the Credit Control & Debt Collection statistics for the month of October 2020 be noted.

2. That the municipality ensures that smart water meters are installed to expedite debt collecting.
3. That EPWP's qualified to be utilised as Data Capturers be identified and immediately transferred to the Revenue Section to assist with the registration of indigent applications to fast-track the approval process.
4. That performance targets be set for indigent registrations.
5. That consequence management be instituted against officials found to have neglected their work.

Proposed: Councillor M M Mbali

Seconded: Councillor L M Seyisi

For Execution Refer To Council Resolution

Recommendation C/2/208/01/21

OUTSTANDING DEBT REPORT: NOVEMBER 2020

Directorate: Finance

Portfolio Comm: Finance & Engineering

Demarcation: All Wards

Delegation: Council

File Ref: 9/1/3/4

Recommended by the Executive Mayor

That the Credit Control & Debt Collection statistics for the month of November 2020 be noted.

Proposed: Councillor M M Mbali

Seconded: Councillor S E Gcabayi

For Execution Refer To Council Resolution

Recommendation C/2/209/01/21

OUTSTANDING DEBT REPORT: DECEMBER 2020/2nd Quarter

Directorate: Finance
Portfolio Comm: Finance & Engineering

Demarcation: All Wards
Delegation: Council

File Ref: 9/1/3/4

Recommended by the Executive Mayor

That the Credit Control & Debt Collection statistics for the month of December 2020 be noted.

Proposed: Councillor M M Mbali
Seconded: Councillor L M Seyisi

For Execution Refer To Council Resolution

Recommendation C/2/210/01/21

APPROVAL OF COST CONTAINMENT POLICY

Directorate: Finance
Portfolio Comm: Finance & Engineering

Demarcation: All Wards
Delegation: Council

File Ref: 17/11/12

Recommended by the Executive Mayor

That Council approves the Cost Containment Policy.

Proposed: Councillor M M Mbali
Seconded: Councillor L M Seyisi

For Execution Refer To Council Resolution

Resolution M/2/211/02/21

SECTION 71 REPORT FOR THE MONTH ENDING 31 OCTOBER, 30 NOVEMBER AND 31 DECEMBER 2020

Directorate: Finance
Portfolio Comm. Finance and Engineering Services

Demarcation: All Wards
Delegation: MayCo

File Ref: 9/1/3/4

Resolution by the Executive Mayor

That the financial reports for the months ending October 2020, November 2020 and December 2020 be noted.

Proposed: Councillor S E Gcabayi

Seconded: Councillor M M Mbali

EXECUTION: Manager Budget and Reporting
Cc: Acting Director Financial Services

Resolution M/2/212/01/21

It should be noted that this Item was referred back and therefore the Item Reference has changed from "C" to a "M"

REQUEST FOR WRITE OFF: PRESCRIBED DEBT

Directorate: Finance
Portfolio Comm: Finance & Engineering

Demarcation: All Wards
Delegation: Council

File Ref: 9/1/3/4

Resolution by the Executive Mayor

1. That this Item be referred back to enable the Revenue Section to improve the report to reflect the write off of prescribe debt per suburb .
2. That a report be submitted on the inactive / semi active accounts presented as uncollectable debt.

Proposed: Councillor M M Mbali

Seconded: Councillor L M Seyisi

EXECUTION: Manager Revenue Services
Cc: Acting Chief Financial Services

(Approved: 23 February 2021)



Recommendation C/2/213/01/21

**MID-TERM BUDGET PERFORMANCE ASSESSMENT REPORT (SECTION 72)
AS AT 31 DECEMBER 2020**

Directorate: Finance
Portfolio Comm: Finance & Engineering

Demarcation: All Wards
Delegation: Council

File Ref: 9/1/3/4

Recommended by the Executive Mayor

That the mid-term budget performance report as at 31 December 2020 be noted.

Proposed: Councillor M M Mbali

Seconded: Councillor L M Seyisi

For Execution Refer To Council Resolution

Section 3: Directorate Corporate Services

Recommendation C/3/204/01/21

CUSTOMER CARE SECTION: REPORT FOR DECEMBER 2020

Directorate: Corporate Services
Portfolio Comm: Corporate & Community Services

Demarcation: All Wards
Delegation: Council

File Ref: 9/1/3/3

Recommended by the Executive Mayor

That the report of the Customer Care Section for the month of December 2020 be noted.

Proposed: Councillor M M Mbali

Seconded: Councillor L M Seyisi

For Execution Refer To Council Resolution

Section 4: Community Services

No Items for consideration

Section 5: Engineering Services

No Items for consideration

Section 6: Economic Development & Planning

No Items for consideration

8. **IN – COMMITTEE ITEMS**

Refer to the In-Committee Minutes of even date.

9. **CLOSURE**


The Executive Mayor declared the meeting closed at 12h52.

CONFIRMED AND SIGNED

DATE:

23 February 2021

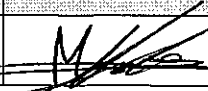
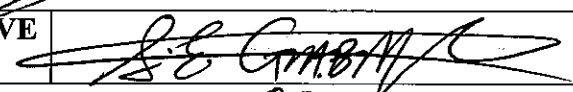


SIGNATURE:


The Executive Mayor: Councillor M P Lobese

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON TUESDAY, 26 JANUARY 2021 AT 9H00


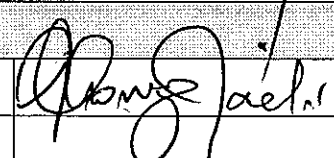
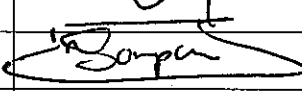
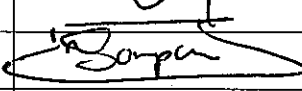
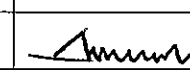
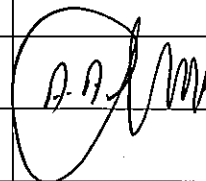


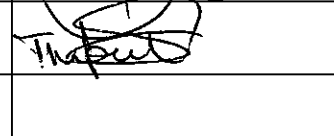
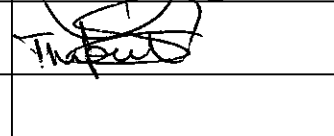
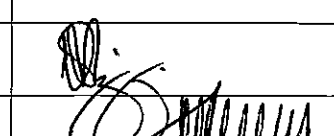
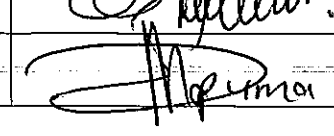
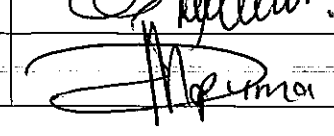
<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M P LOBESE (EXECUTIVE MAYOR)	
COUNCILLOR S E GCABAYI (DEPUTY EXECUTIVE MAYOR)	
COUNCILLOR L M SEYISI	
COUNCILLOR M M MBALI	
<u>NON - MEMBERS</u>	<u>SIGNATURE</u>
COUNCILLOR J N KAMKAM	
COUNCILLOR X MATYILA	
COUNCILLOR N NDAYI	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
COUNCILLOR D SWART	
ALDERMAN E V WILDEMAN	
COUNCILLOR V P M VAN RHYNER	
COUNCILLOR A S M WINDVOGEL	

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

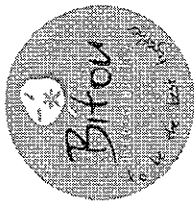
MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON TUESDAY, 26
JANUARY 2021 AT 9H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Adv. L R Ngoqo	Apologies 
DIRECTORS		
Acting Director: Financial Services	Mr N Maredi	
Director: Economic Development and Planning/ Acting Municipal Manager	Mr. L Gericke	
Director: Community Services	Mr T Sompani	
Acting Director: Engineering Services	Mr M Rhode	
Acting Director: Corporate Services	Mr G Groenewald	
MANAGERS		
Manager: Administration	Ms T Wildeman	
Chief Executive Audit	Ms H Bester	
Manager Legal Services	Mr L Loliwe	
Manager: Deputy Executive Mayor	Mr A Gungubele	
Manager: Office of the Speaker	Mr H M Smith	
Political Officer in Mayor's Office	Mr M Mana	
Manager: Communications	Mr A Namntu	
Manager: Office of the Mayor	Ms M Busakwe	
Administrative Officer	Ms J Jansen	
Committee Clerk	Ms T Mpenbe	
Senior Manager: Governance & Compliance		
Manager Budget & Reporting	F Mzizi	
Manager: Revenue	S. Donieb	
Acting SCM Manager	Z. Marum	

OFFICIAL.	L.M. Nkomo	L. NKENFISHA
INTERM.	MS T. MADAR	T. Madar

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
Prof C.H. Munderoff	0836516789	Chris@panda-house.net.za	Panda House	