

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 JULY 2023 AT 9h02

1. OPENING

The Executive Mayor, Councillor D J Swart welcomed everyone present at 9h02 and requested a moment of silent prayer for guidance.

2. ATTENDANCE

As per attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None received.

4. DECLARATION OF INTEREST

None received.

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Mayoral Committee Meeting: 26 June 2023

That the minutes of the Mayoral Committee Meeting of 26 June 2023, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor W J N
Seconded: Councillor M P Busakwe

6. COMMUNICATIONS BY THE EXECUTIVE MAYOR

The Executive Mayor welcomed back Councillors after the municipal council recess and the Municipal Manager who was on leave.

7. PRESENTATIONS

None

8. NOTING OF OUTSTANDING / PARTIALLY IMPLEMENTED MAYCO RESOLUTIONS

No outstanding/partially implemented MayCo Resolutions



9. CONSIDERATION OF REPORTS (OPEN)

Section 1: Office of the Municipal Manager

No Items for consideration.

Section 2: Financial Services

Recommendation C/2/134/07/23

NERSA APPROVAL OF MUNICIPAL ELECTRICITY TARIFFS FOR THE 2023/24 FINANCIAL YEAR

Portfolio Comm: Finance and Corporate Services

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

Recommendation: All Wards

Deliberation: Council

Recommended by the Executive Mayor

1. That it be noted that NERSA has approved the municipal electricity tariffs for the 2023/24 financial year as per the municipal application except for one tariff.
2. That it be noted that NERSA has approved an energy charge of R 2.2319 for the Commercial 3 phase 45 Amps tariff.
3. That it be noted that the municipality has amended the Commercial 3 phase 45 Amps – tariffs to R 2.2319 on the Council approved tariff structure for the 2023/24 financial year.
4. That it be noted that the municipality might require to adjust its electricity revenue budget downwards during the adjustment budget period.
5. That it be noted that NERSA cannot approve the Small-Scale Embedded Generation (SSEG) tariffs.
6. That it be noted that Council approved the SSEG tariffs as per council resolution C/2/126/05/23 of 29 May 2023.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/2/135/07/23

REPORT ON ANNUAL INVENTORY COUNT AT THE MUNICIPAL STORES AS AT 30 JUNE 2023

Portfolio Comm: Finance & Corporate Services

File Ref: 6/1/1

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

That cognisance be taken of the Annual Inventory Count report as at 30 June 2023.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/2/136/07/23

REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE 4th QUARTER 01 APRIL TO 30 JUNE 2023

Portfolio Comm: Finance & Engineering

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

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

That Council notes the supply chain management implementation report for the 4th quarter, 01 April to 31 March 2023, of the 2022/23 financial year in terms of Section 6(3) of the SCM Policy.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/2/137/07/23**REQUEST FOR ARREAR DEBT WRITE OFF AS PER CUSTOMER REQUESTS****Portfolio Comm:** Finance and Corporate Services**Demarcation:** All Wards**File Ref:** 5/14/1/1**Delegation:** Council**Recommended by the Executive Mayor**

1. That the total amount of R 271 232.61 be approved to be written off as per the Plettenberg Bay Child and Family Welfare request for Erven 2476 and 9089 in New Horizon.
2. That the total amount of R 106 337.19 be approved to be written off as per the Pentecostal Faith Assembly request for Erven 6603 in New Horizon.
3. That the total amount of R 122 453.31 be approved to be written off as per the Pinkster Protestante Kerk Plettenberg Bay request for Erven 3356 in New Horizon.
4. That the total amount of R 104 056.47 be approved to be written off as per the Griekwa Nasionale Konferensie van Suid Afrika request for Erven 177 in Kranshoek.
5. That the write-offs be approved subject to all customers agreeing and signing an undertaking to timely pay their monthly accounts going forward.
6. That the write-offs be approved subject to conversion to prepaid electricity meters for the 2 customers with conventional electricity meters (Plettenberg Bay Child and Family Welfare and Pentecostal Faith Assembly) and agreement to accept water management devices (smart water meters) during the rollout process.

Proposed: Councillor J. Kamkam**Seconded:** Councillor W. J. J. J.**For execution refer to Council resolution****Resolution M/2/138/07/23****REVENUE MANAGEMENT REPORT – JUNE 2023****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 9/1/3/4**Delegation:** MayCo**Resolved**

1. That the Revenue Management Report for the month of June 2023, be noted.
2. That it be noted that the amount due by approved indigents amounted to R 8,821,058.37 at end June 2023 and will be written off in the new financial year as current budget is not sufficient to

for write off, in line with clause 10.6.4 of the approved Customer Care, Credit Control and Debt Collection, Indigent and Tampering Policy.

3. That it be noted that the amount of R 143,451.72 has been written off as bad debt in the 50% settlement discount program and an amount of R 202,040.39 collected in the month of June 2023.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

FOR INFORMATION: Manager Revenue Services

Resolution M/2/139/07/23

INSURANCE CLAIM STATUS REPORT AS AT 30 JUNE 2023

Portfolio Comm: Finance and Corporate Services

Demarcation: All Wards

File Ref: 5/13/3

Delegation: MayCo

Resolved

1. That the Insurance Report for the period up until 30 June 2023, be noted.
2. That it be noted that a report will be submitted on incidents/damages caused by vandalism.
3. That tighter control measures (contract management) be imposed on contractors, especially concerning health and safety matters.

Proposed: Councillor J N Kamkam

Seconded: Councillor M P B. Sakwe

FOR INFORMATION: Manager: Assets and Liabilities

Cc: Director: Financial Services

Resolution M/2/140/07/23**SECTION 71 REPORT FOR THE MONTH OF JUNE 2023****Portfolio Committee:****Finance & Corporate Services****Demarcation:** All Wards**File Ref:** 9/1/3/4**Delegation:** MayCo**Resolved**

That cognisance be taken of the Section 71 report for the month ended 30 June 2023.

Proposed: Councillor D J Swart**Seconded:** Councillor J N Kamkam**FOR INFORMATION:****Manager Revenue Services****Cc:****Director: Financial Services****Section 3: Corporate Services****Recommendation C/3/110/07/23****REPORT ON OVERTIME FOR THE MONTH OF JUNE 2023****Portfolio Comm:****Corporate and Financial Services****Demarcation:** All Wards**File Ref:****4/5/2/5****Delegation:** Council**Recommended by the Executive Mayor**

1. That the Overtime Report for the month of June 2023, be noted.
2. That the departmental overtime expenditure report in future be populated per section to provide a more detailed summary.
3. That an analysis be done on the impact of loadshedding versus the payment of overtime.

Proposed: Councillor J N Kamkam**Seconded:** Councillor M P Busakwe**For execution refer to Council resolution**

Recommendation C/3/111/07/23

REVIEW OF PERFORMANCE MANAGEMENT POLICY FRAMEWORK

Portfolio Comm: Finance and Corporate Services

File Ref: 5/10/4

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

That Council approves the amended Performance Management Policy Framework.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

For execution refer to Council resolution

Section 4: Community Services

Recommendation C/4/103/07/23

**EXPANDED PUBLIC WORKS PROGRAMME QUARTERLY REPORT FOR PERIOD
ENDING JUNE 2023**

Portfolio Comm: Engineering & Community Services

File Ref: 17/14/1/2

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

1. That the Council take note of the Expanded Public Works Programme (EPWP) annual performance report for the period ending June 2023.
2. That the Council take note of the shortfall on planned work opportunities and full-time equivalents against the protocol agreement targets.
3. That future reporting on EPWP be implemented in terms of the signed protocol agreements as per grant funding.

Proposed: Councillor J N Kamkam

Seconded: Councillor M P Busakwe

For execution refer to Council resolution

Recommendation C/4/104/07/23

INTEGRATED HUMAN SETTLEMENTS PIPELINE PROJECTS ANNUAL PROGRESS REPORT FOR 2022-2023 FINANCIAL YEAR

Portfolio Comm: Engineering & Community Services
File Ref: 9/1/6

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the Council take cognisance of the annual progress report of Integrated Human Settlements.
2. That the Council take note of the concluding remarks of the annual progress report.
3. That feedback be provided on the status quo of the MIG application.

Proposed: Councillor J N Kamkam
Seconded: Councillor M P Busakwe

For execution refer to Council resolution

Recommendation C/4/105/07/23

LEASE AGREEMENT FOR CRÈCHES

Portfolio Comm: Engineering & Community Services
File Ref: Sec/L/17/24

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the application for the renewal of the lease agreements for the following Early Childhood Development Centres and Crèches be approved at a nominal rental of R100 per annum for a period of 9 years and 11 months as from 1 September 2023:
 - (a) Pheleane Educare
 - (b) Kuyland Educare
 - (c) Flamingo Educare
 - (d) Greenhill Educare
2. That the lease agreement contains a specific provision that the tenants shall be responsible for the maintenance of the building and that proof thereof must be provided annually to the Manager: Facilities Management.
3. That the Municipal Manager be authorised to sign and conclude the lease agreements referred to in (1) above.

4. That all the Early Childhood Development Centres and Crèches be fitted with water management devices and prepaid electricity meters.

Proposed: Councillor J N Kamkam
Seconded: Councillor M P Busakwe

For execution refer to Council resolution

Section 5: Engineering Services

Recommendation C/5/79/07/23

CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): PROGRESS REPORT FOR PERIOD ENDING JUNE 2023

Portfolio Comm: Engineering & Community Services
File Ref: 5/7/1/12
Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That Council takes cognisance of the Capital Projects Implementation Plan (CPIP) for the period ending June 2023.
2. That it be noted that a follow up will be done on the status of the procurement of boreholes for the desalination plant.

Proposed: Councillor M P Busakwe
Seconded: Councillor J N Kamkam

For execution refer to Council resolution

Recommendation C/5/80/07/23

ROADS, TRANSPORT AND STORM WATER OPERATIONAL QUARTERLY REPORT FOR APRIL, MAY AND JUNE

Portfolio Comm: Engineering & Community Services
File Ref: 9/1/3/5/2
Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

That Council take note of the report on the activities and monthly statistics report of Roads, Transport and Storm water division for April, May and June 2023

Proposed: Councillor J N Kamkam
Seconded: Councillor M P Busakwe

For execution refer to Council resolution

Resolution M/5/81/07/23

The Item changed from a C to an M as it was referred back

4th QUARTER VEHICLE MAINTENANCE EXPENDITURE REPORT -22 /23

Portfolio Comm: Engineering & Community Services
File Ref: 6/2/1/8

Demarcation: All Wards
Delegation: Council

Resolved

That this report be REFERRED BACK and that a more comprehensive report be submitted that includes a breakdown of the following;

- (a) a detailed description of the incident/damages
- (b) which vehicles were repaired
- (c) how many vehicles were damaged
- (d) what was the actual repair cost per vehicle

Proposed: Councillor J N Kamkam
Seconded: Councillor W J Nel

FOR EXECUTION: Manager Fleet
Cc: Director Engineering Services

Section 6: Economic Development and Planning

Recommendation C/6/104/07/23

PLETT TOURISM: QUARTERLY REPORT

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 9/1/3/1
Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

That the Council take cognisance of the Plett Tourism quarterly report for the period April to June 2023.

Proposed: Councillor W J Nel
Seconded: Councillor M P Busakwe

For execution refer to Council resolution

Recommendation C/6/105/07/23

BUILDING CONTROL: QUARTERLY REPORT: APRIL – JUNE 2023

Portfolio Comm: Strategic Services and Office of the MM

Demarcation: All Wards

File Ref: 9/1/3/7

Delegation: Council

Recommended by the Executive Mayor

That the quarterly report of the Building Control section for the period April 2023 – June 2023, be noted.

Proposed: Councillor W J Nel

Seconded: Councillor J N Kamkam

For execution refer to Council resolution

Recommendation C/6/106/07/23

ECONOMIC DEVELOPMENT SECTION QUARTERLY REPORT – APRIL TO JUNE 2023

Portfolio Comm: Strategic Services and Office of the MM

Demarcation: All wards

File Ref: 9/1/3/6

Delegation: Council

Recommended by the Executive Mayor

1. That the content of the quarterly report for the economic development section for the period April to June 2023, be noted.
2. That it be noted that a work study will be conducted on the LED unit.
3. That it be noted that the Strategic services and Office of the MM Portfolio Committee resolved per Resolution PC/6/95/05/23 “That SMME’s be tracked and a follow-up be done to determine the impact of the training initiatives and that the feedback report be included in the next LED report”.
4. That it be noted that resolution (3) was not actioned and that the next report must include the above details as well as the following additional information;
 - (a) success stories of previously funded SMME’s and funded projects
 - (b) that a cost benefit analysis be conducted to establish the percentage of SMME’s who benefitted from the municipal supply chain management processes
5. That an integrated local economic development strategy be develop.

6. That it be noted that the Municipal Manager will follow-up on the corporate social responsibility project of Kurland Brik.

Proposed: Councillor W J Nel
Seconded: Councillor J N Kamkam

For execution refer to Council resolution

Recommendation C/6/107/07/23

BITOU MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (SDF) 2021: STATUS AND WAY FORWARD

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** All Wards
File Ref: 15/1/4 **Delegation:** Council

Recommended by the Executive Mayor

1. That the Council resolution (C/6/60/10/22) dated 5 October 2022 be rescinded.
2. That the following Council resolution of 7 June 2022 (C/6/37/06/22) be re-confirmed:
 - (a) That Council notes the correspondence from the Provincial Minister dated 26 May 2022.
 - (b) That the SDF be amended to exclude the 'Ganse Vallei' area (approximately 780 ha) from the 'urban edge', and that it should be treated in the SDF in similar fashion than the 'Hangl' and 'Kurland' areas have been treated.
3. That paragraph 1 of the Council resolution of 7 June 2022 (C/1/59/06/22) be amended to substitute "2017" with "2021". The revised resolution will thus read as follows:

That Council approves the 2022/2027 Integrated Development Plan tabled with the 2022/2023 as well as the 2022– 2025 Medium term Expenditure Revenue and Expenditure Framework and the 2021 Bitou Municipal Spatial Development Framework.

Proposed: Councillor W J Nel
Seconded: Councillor M P Busakwe

For execution refer to Council resolution

10. IN-COMMITTEE MATTERS

10.1 Confirmation of In-Committee Minutes

Please refer to the In-Committee Minutes of even date.

10.2 In-Committee Items

Please refer to the In-Committee Minutes of even date.

11. RECORDING OF COUNCILLORS PRESENT

Mayoral Committee members recorded their presence in the following order during the In-Committee MayCo session;

Councillor W J Nel, Councillor M P Busakwe, Councillor J N Kamkam and Councillor D J Swart.

12. CLOSURE

The Executive Mayor adjourned the Open meeting at 10h43.

CONFIRMED AND SIGNED

SIGNATURE:

The Executive Mayor: Councillor D J Swart

DATE:


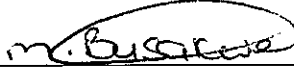
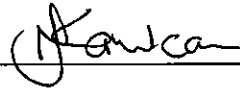
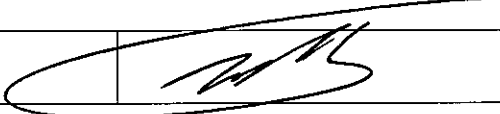
25 August 2023


APPROVED

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 JULY 2023 AT 9H00

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR D J SWART (EXECUTIVE MAYOR)	
COUNCILLOR M P BUSAKWE (DEPUTY EXECUTIVE MAYOR)	
COUNCILLOR J N KAMKAM	
COUNCILLOR W J NEL	
<u>NON – MEMBERS</u>	<u>SIGNATURE</u>
COUNCILLOR H MITCHELL	
COUNCILLOR S E GCABAYI	
COUNCILLOR N P KOLWAPI	
COUNCILLOR S A MANGXABA	
COUNCILLOR T MHLANA	
COUNCILLOR N NDAYI	
COUNCILLOR A R OLIVIER	
COUNCILLOR N T SETI	
COUNCILLOR C N J TERBLANCHE (SPEAKER)	



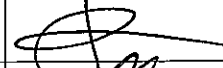


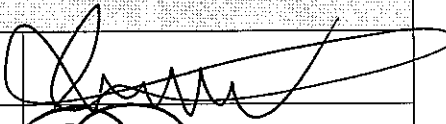
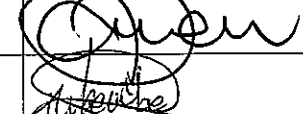
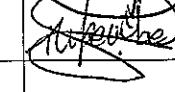
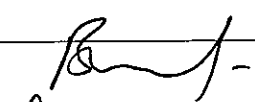
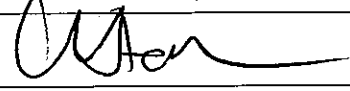


ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

**MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL
OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 JULY 2023 AT 9H00**

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Mr M Memani	
DIRECTORS		
Director: Financial Services & Senior Manager: Governance and Compliance	Mr F Lötter	
Acting Director: Corporate Services & Manager Legal Services	Mr A Croutz	
Acting Director: Economic Development and Planning	Mr C Schliemann	
Director: Community Services	Ms M Paulsen	
Director: Engineering Services	V Felton	
MANAGERS		
Manager: Administration	Mrs. T Wildeman	
Principal Committee Officer	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Manager: Speaker's Office	Mr R Plaatjies	
Manager: Executive Mayor	Mr H Nieuwoudt	Virtual
Manager: Deputy Mayor Office	Mr M James	
Chief Audit Officer <i>Executive</i>	Ms H Bester	
Supervisor: Chief Risk Officer	Mrs C Van Staden	
<i>M. J. RHODE</i>	<i>Act. Dir. Eng Services.</i>	<i>mja</i>
Manager Communications & Customer Care	Mr A Namutu	Virtual

ATTENDANCE REGISTER

Interested members of the Public

Thank you for attending.



NAME	CONTACT NO	EMAIL ADDRESS	REPRESENTING	SIGNATURE

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET,
PLETTENBERG BAY ON MONDAY, 24 JULY 2023 AT 9H00