

MINUTES OF THE 7TH MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 21 APRIL 2022 AT 9H07

1. OPENING

The Executive Mayor, Councillor D J Swart welcomed everyone present at 9h07 and requested a moment of silence out of respect for the different denominations.

The Executive Mayor adjourned the meeting at 9h20 due to some technical problems experienced with the sound and reconvened the meeting at 9h39.

2. ATTENDANCE

The Executive Mayor, Councillor D J Swart requested Councillors and Senior Management to verbally record their presence;

Mayoral Committee Members

Deputy Executive Mayor; Councillor M P Busakwe
Councillor W J Nel and Councillor J N Kamkam (*virtually in attendance*)

Observers: Councillors

Councillor M A M Botha

Officials

Municipal Manager; M Memani, Director Financial Services; M Dyushu, Director Corporate Services; M Mpahlwa, Acting Director: Community Services; M J Fourie, Acting Director Economic Development & Planning; C Schliemann, Manager in the Office of the Executive Mayor; H Nieuwoudt, Manager in the Office of the Deputy Executive Mayor; X Bangela, Manager Communications and Customer Relations; A Namntu, Chief Executive Audit; H Bester.

Secretariat

Manager Administration: T Wildeman and Principal Committee Officer; J Jansen

3. APPLICATION FOR LEAVE OF ABSENCE

None. All Mayoral Committee Members was present.



4. CONFIRMATION OF MINUTES**4.1 Minutes of the 5th Mayoral Committee Meeting: 29 March 2022**

That the minutes of the Mayoral Committee Meeting of 29 March 2022, be and are hereby **CONFIRMED AND SIGNED**

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

5. COMMUNICATIONS BY THE EXECUTIVE MAYOR

The Executive Mayor welcomed the Municipal Manager, Mr. M Memani to his first Mayoral Committee Meeting and mentioned that Mr. Memani joined the organisation on 4 April 2022. The Mayor also mentioned that the impact of the presence of the Municipal Manager can already be felt with his presence at the Budget and IDP processes, which is important community participation meetings as municipalities are currently in the stage of developing their planning documents (Integrated Development Plans) for the next five years.

6. PRESENTATIONS

None

7. NOTING OF OUTSTANDING /PARTIALY IMPLEMENTED MAYCO RESOLUTIONS**Resolution by the Executive Mayor**

1. That the feedback report on outstanding / partially implemented MayCo resolutions dated 14 April 2022, be **NOTED**.
2. That a progress report be submitted to the next MayCo meeting on the solar water heater geyser project with timeframes in respect of finalization.

EXECUTION: Municipal Manager, Acting Director Community Services,
Manager Electrical and Mechanical & Manager Legal Services
Cc: Director Corporate Services & Director Engineering Services

8. CONSIDERATION OF REPORTS (OPEN)

Section 1: Office of the Municipal Manager

No Items for consideration

Section 2: Directorate Financial Services

Recommendation C/2/39/04/22

OUTSTANDING DEBT REPORT: FEBRUARY 2022

Portfolio Comm: Finance & Corporate Services
File Ref: 9/1/3/4

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the Billing & Debt Collection statistics for the month of February 2022 be noted.
2. That the existing standard report be updated with the following detail;
 - a. *Debt collection via collection agency for the past 6 months,*
 - b. *Payment ratio of the previous month.*
 - c. *Debt collection age analysis for periods 150, 180 and 210 days be included*
 - d. *The implementation of council resolutions be incorporated into the report.*
3. That the concerns regarding the Division: Legal Services not vetting and reviewing Supply Chain Management contracts be NOTED.
4. That the contract of Ntiyisio Consulting (Pty) Ltd. be reviewed by the Manager Legal Services and that the Manager provide recommendations on the outcome of the assessment of the contract.
5. That it be NOTED with concern that the Prescribed Debt report is still outstanding.

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

For Actioning refer to Council Resolution



Section 3: Directorate Corporate Services

Recommendation C/3/32/04/22

CUSTOMER CARE SECTION: MOTIVATION TO CHANGE THE CUSTOMER CARE SECTION'S WORKING HOURS

Portfolio Comm: Finance & Corporate Services
File Ref: 9/1/3/3

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That Council approves to change the current working hours of the Corporate Services Directorate's Customer Care Section from a 24-hour operation to 07h30 to 23h00 during the off-peak season period with effect from 1 July 2022.
2. That Customer Care revert to a 24-Hour Service yearly during peak season (1 December to 30 January) and assist at the Centralised Communication Centre (CCC), and that the working hours arrangements be dealt with administratively.

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

For Actioning refer to Council Resolution

Section 4: Community Services

Recommendation C/4/10/04/22

**INTEGRATED HUMAN SETTLEMENTS PROGRESS REPORT FOR PERIOD
ENDING MARCH 2022**

Portfolio Comm: Engineering & Community Services
File Ref: 17/6/3/10

Demarcation: All Ward
Delegation: Council

Recommended by the Executive Mayor

1. That the Council take cognizance of the Integrated Human Settlement report for the period ending March 2022.
2. That the Council take note of the challenges faced by the Integrated Human Settlements Section for purposes of resolving them.
3. That it be noted that the report does not reflect the following information and that it be detailed in the next progress report;
 - a. *Incomplete housing projects (in respect of allocation of previous grant funding)*
 - b. *Details of housing waiting list (how many people on waiting list) and allocation of houses to beneficiaries*
 - c. *That reports reflect anticipated timeframes for completion of projects.*
4. That a report be submitted to the next Portfolio Committee meeting on future housing developments for the next 2 years.

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

For Actioning refer to Council Resolution

Section 5: Engineering Services

Recommendation C/5/20/04/22

**EXPANDED PUBLIC WORKS PROGRAMMES: PROGRESS REPORT FOR PERIOD
ENDING MARCH 2022**

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 cognizance of the EPWP performance and expenditure for period ending March 2022.
2. That a certificate of service be issued to EPWP workers upon termination of contract.

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

For Actioning refer to Council Resolution

Section 6: Economic Development & Planning

No Items for consideration

9. IN – COMMITTEE ITEMS

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

10. RECORDING OF COUNCILLORS PRESENT

The Executive Mayor, Councillor D J Swart verbally record the presence of Councillors and Officials in the following order;


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

11. **CLOSURE**

The Executive Mayor declared the Open meeting closed at 9h57.

CONFIRMED AND SIGNED

SIGNATURE:


The Executive Mayor: Councillor D J Swart

DATE:


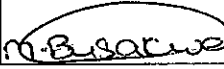

26/5/22

APPROVED

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 21 APRIL 2022 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	VIRTUAL
COUNCILLOR W J NEL	VIRTUAL
NON – MEMBERS	SIGNATURE
COUNCILLOR M A M BOTHA	
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)	



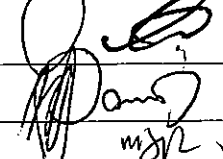
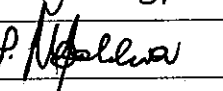
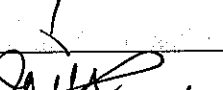
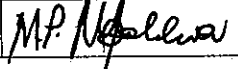
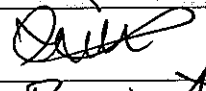
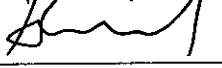

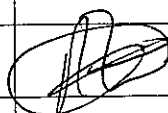


ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 21
APRIL 2022 AT 9H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Mr M Memani	
DIRECTORS		
Director: Financial Services	Mr N Dyushu	
Act. Director: Economic Development and Planning	C. SCHLIEFMAN Mr L Gerrcke	
Acting Director: Community Services	Mr. M J Fourie	
Acting Director: Engineering Services	Mr M Rhode	
Director: Corporate Services	Mrs. M Mpahlwa	
MANAGERS		
Manager: Administration	Mrs. T Wildeman	
Chief Audit Executive	Ms H Bester	
Chief Risk Officer	Mrs. C V Staden	
Senior Manager: Governance & Compliance (Acting)	Mr A Croutz	
Manager Legal Services	Mr L Loliwe	
Manager: Deputy Executive Mayor	Mr X Bangela	
Manager: Office of the Speaker	Mr R Plaatjies	
Manager: Communications	Mr A Namntu	
Principal Committee Officer	Ms J Jansen	
Senior Communications Officer	Mr R Kova	

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ATTENDANCE REGISTERBITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER,
MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 21
APRIL 2022 AT 9H00

DESIGNATION	NAME	SIGNATURE
Manager : Office of the Mayor	H. NIEUWOOT	