

MINUTES OF THE ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 31 OCTOBER 2022 AT 11H01

1. OPENING

The Speaker, Councillor C N-J Terblanche welcomed everyone present at 11h01 and requested a moment for silent prayer.

2. ATTENDANCE

As per attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

Leave of absence was received from Councillor N T Seti.

Resolved

That leave of absence be granted to Councillor N T Seti.

4. DECLARATION OF INTERESTS

None

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Special Council Meeting dated 29 September 2022

That the minutes of the Special Council Meeting of 29 September 2022, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor W J Nel

Seconded: Councillor N Ndayi

6. STATEMENTS AND COMMUNICATIONS BY:

6.1 The Executive Mayor

The Executive Mayor welcomed Councillor T S Harmse, who was sworn in last week to her first Council meeting.

The Mayor notified Council that an Item is serving before Council on even date regarding the Season plan. The Honourable Mayor referred to the recent shark attacks and gave a brief overview with regards to safety measures that are being implemented and mentioned that the municipality is working in collaboration with a group called Shark spotters to develop effective strategies for the area. New Shark alert /warning signs have been erected at beaches, and people from the community will soon be appointed as shark spotters. The shark spotters will also assist with programs to alert holidaymakers/beachgoers on beach safety, starting this week.

CWS

6.2 The Speaker

None

7. PRESENTATIONS

A presentation was made by Messrs. Jon Heeger and Willem Annandale from SMEC South Africa / GWI Aviation Advisory on the Institutional Restructuring of Plettenberg Bay Airport.

Resolved

That cognisance be taken of the presentation made by the representatives from SMEC South Africa / GWI Aviation Advisory

FOR INFORMATION

8. ITEMS FOR INFORMATION, WHICH HAVE BEEN DEALT WITH BY THE EXECUTIVE MAYOR IN TERMS OF DELEGATED AUTHORITY

Resolved

That cognisance be taken of the resolutions taken by the Executive Mayor at the Mayoral Committee meeting of 28 September 2022.

FOR INFORMATION

9. NOTING OF OUTSTANDING / PARTIALLY IMPLEMENTED COUNCIL RESOLUTIONS

That it be noted that the resolutions were circulated separately.

Resolved

That cognisance be taken of the Resolutions feedback report dated 28 October 2022 tabled before Council on 31 October 2022.

FOR INFORMATION

10 CONSIDERATION OF REPORTS (OPEN)**Section 1: Office of the Municipal Manager**

Resolution C/1/92/09/22

2022/2023 MONTHLY DEPARTMENTAL SDBIP REPORT - JULY

Portfolio Comm: Office of the Municipal Manager

Demarcation: All Wards

File Ref: 5/1/1/4

Delegation: Council

Resolved

That the Municipal Council take note of the performance report on the Service Delivery and Budget Implementation Plan for the first month, July 2022 of the current (2022/2023) financial year.

Proposed: Councillor J N Kamkam

Seconded: Councillor A R Olivier

FOR INFORMATION: Municipal Manager

Resolution C/1/93/09/22

2022/2023 MONTHLY DEPARTMENTAL SDBIP REPORT - AUGUST

Portfolio Comm: Office of the Municipal Manager

Demarcation: All Wards

File Ref: 5/1/1/4

Delegation: Council

Resolved

That the Municipal Council take note of the performance report on the Service Delivery and Budget Implementation Plan for the first month, August 2022 of the current (2022/2023) financial year.

Proposed: Councillor D J Swart

Seconded: Councillor W J Nel

FOR INFORMATION: Municipal Manager

Resolution C/1/95/10/22

DRAFT POLICY: BURIAL OR CREMATION OF DESTITUTE PERSONS AND EXCEPTIONAL CASES RELATING TO THE DECEASED

Portfolio Comm: Office of the MM
File Ref: 16/6/P

Demarcation: All Wards
Delegation: Council

Resolved

That Council approves Draft Policy on the Burial or Cremation of destitute persons and exceptional cases relating to the deceased.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION: Director Community Services, Municipal Manager

Resolution C/1/96/10/22

DRAFT POLICY: POLICY FOR THE MAYOR'S SPECIAL FUND IN TERMS OF SECTION 12 OF THE MUNICIPAL FINANCE MANAGEMENT ACT

Portfolio Comm: Office of the MM
File Ref: 3/4/P

Demarcation: All Wards
Delegation: Council

Resolved

That the Draft Policy for the Mayor's Special Fund in terms of Section 12 of the Municipal Finance Management Act, be approved.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION: Municipal Manager
cc. Manager: Office of the Executive Mayor

Resolution C/1/97/10/ 22

DRAFT POLICY: GRANT –IN-AID POLICY

Portfolio Comm: Office of the MM
File Ref: 3/4/P

Demarcation: All Wards
Delegation: Council

Resolved

That Council approves the Draft Grant-In Aid Policy.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION: Municipal Manager
 cc. Manager: Office of the Executive Mayor

Resolution C/1/98/10/20

BITOU MUNICIPALITY – REVISED RISK MANAGEMENT FRAMEWORK DOCUMENTS FY 2022-23

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 2/11/4

Demarcation: All wards
Delegation: Council

Resolved

That Council approves the following Risk Management framework documents:

- a) Revised Fraud & Corruption Prevention Policy & Strategy 2022/23
- b) Revised Risk Management Committee: Terms of Reference 2022/23
- c) Revised Enterprise Risk Management Policy 2022/23
- d) Revised Enterprise Risk Management Strategy 2022/23
- e) Revised Risk Champion Forum: Terms of Reference 2022/23
- f) Revised Business Continuity Management Policy 2022/23

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION: Risk & Compliance Assistant
 cc. Chief Risk Officer, Municipal Manager

Resolution C/1/99/10/22

APPOINTMENT OF ACTING DIRECTOR FINANCIAL SERVICES FOR THE PERIOD 01 OCTOBER 2022 UNTIL 30 NOVEMBER 2022

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 4/3/5/1/3
Demarcation: All Wards
Delegation: Council

Resolved

1. That Council note and condone the acting appointment of Mr. Felix Lötter as Director Financial Services for the period 1 October 2022 to 31 October 2022.
2. That Council further appoint Mr. Felix Lötter to act as Director Financial Services for the period 01 November 2022 until 30 November 2022.
3. That considering that the acting period has exceeded three months by a further two months that Council applies in writing to the MEC for local government to extend the period of appointment for Mr F Lotter with the further two months ending 30 November 2022.

Proposed: Councillor A R Olivier
Seconded: Councillor W J Nel

FOR EXECUTION: Manager: Human Resources Administration
 cc. Senior HR Management Services, Municipal Manager

Resolution C/1/101/10/22

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – REPORT ON IRREGULAR EXPENDITURE OF 2020/21 AND 2021/22 FINANCIAL YEARS

Committee: Municipal Public Accounts Committee
File Ref: 5/15/5/1
Demarcation: All Wards
Delegation: Council

Resolved

1. That the expenditure outlined in Annexure 'A' of the report, that amounts to R106 452 560-26 be written off.
2. That Council takes note of the expenditures listed in Annexure 'B' of the report that amounts to R3 815 301-50 as they are already under investigation.
3. That upon conclusion of the process mentioned in 2. above, a comprehensive report be submitted to Council.

Proposed: Councillor N P Kolwapi
Seconded: Councillor D J Swart

FOR EXECUTION: Municipal Public Accounts Committee Coordinator
 cc. Municipal Manager

Resolution C/1/102/10/22**MUNICIPAL COUNCIL RECESS AND DELEGATION TO EXECUTIVE MAYOR FOR THE PERIOD 14 DECEMBER 2022 TO 8 JANUARY 2023****Portfolio Comm:** Finance & Corporate Services**File Ref:**

2/2/2/1

Demarcation: All Wards**Delegation:** Council**Resolved**

1. That the Municipal Council go into recess from Wednesday, 14 December 2022 till Sunday, 8 January 2023.
2. That, in view of [1] above, the Executive Mayor, Cllr D J Swart or the person acting in his position, be delegated and authorised to perform all the official Municipal Council duties, functions and responsibilities during the periods Wednesday, 14 December 2022 till Sunday, 8 January 2023, with the exception of those powers as set out in Section 160(2) of the Constitution of the Republic of South Africa, 1996, namely:
 - (a) the passing of by-laws;
 - (b) the approval of budgets;
 - (c) the imposition of rates and other taxes, levies and duties; and
 - (d) the raising of loans; as well as;
 - (e) disposal of council property;
 - (f) approval of Integrated Development Plan;
 - (g) the appointment of managers directly accountable to the Municipal Manager in terms of Section 56 of the Municipal Systems Act; and
 - (h) the appointment of the Municipal Manager and Acting Municipal Managers in terms of Section 57A of the Municipal Systems Act.

Proposed: Councillor W Nel**Seconded:** Councillor A R Olivier

FOR EXECUTION: Municipal Manager
cc. Director Corporate Services

Resolution C/1/103/10/22

PROGRESS REPORT: - ESTABLISHMENT OF BITOU JUNIOR TOWN COUNCIL

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 17/17/8

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council takes note of the progress report on the establishment of Junior Town Council for Bitou Municipality.
2. That Council take note of the appeal for reconsideration of age range, submitted by the coordinating committee.
3. That Council accept the proposal of the coordinating committee and amend council resolution C/1/76/08/22 resolution 2 to read:
 - a. *That council mandates the office of the Speaker to engage all the high schools in the Bitou area targeting age group 16-18 years, grade 10 or grade 11 students.*
4. That the office of the Speaker reports back to council in December 2022.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION: Manager: Office of the Speaker
cc. Municipal Manager

Resolution C/1/104/10/22

APPOINTMENT OF A COUNCILLOR TO THE VACANT COUNCILLOR POSITIONS ON THE FINANCE AND CORPORATE SERVICES PORTFOLIO AND MUNICIPAL PUBLIC ACCOUNTS COMMITTEES

Department: Municipal Manager
File Ref: 15/2/2/4

Demarcation: All Wards
Delegation: Council

Resolved

1. That Councillor T S Harmse be appointed as a member of the Finance and Corporate Services Portfolio Committee.
2. That Councillor T S Harmse be appointed as a member of the Municipal Public Accounts Committee.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION: Municipal Manager

Resolution C/1/105/10/22

BITOU ORGANIZATIONAL MICRO-STRUCTURES

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 2/1/8 **Delegation:** Council

Resolved

1. That Council approve the organizational micro-structure.
2. That the existing organizational structure of the Municipality be abolished after the placement process has been concluded (31 January 2023) in terms of Council's Placement Policy.
3. That the proposed organizational structure be phased in over a period of 3 months.
4. That the standard corporate and human resource processes be followed for the implementation of the organizational structure.
5. That Council take cognizance that Bitou Municipality has been selected to form part of the Pilot Project by CoGTA to align its staff establishment with the Municipal Staff Regulations of 20 September 2021.
6. That regular progress reports be submitted to Council in respect of the progress made once the Pilot project commence.

Proposed: Councillor W J Nel
Seconded: Councillor A R Oosterhuis

FOR EXECUTION: Manager HR Administration
 cc Senior Manager: HRM Services, Municipal Manager

Section 2: Financial Services

Resolution C/2/69/09/22

REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY TO THE EXECUTIVE MAYOR FOR THE 2021/22 FINANCIAL YEAR

Portfolio Comm.: Finance & Corporate Services

Demarcation: All Wards

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

Delegation: Council

Resolved

1. That Council considers and take note of the annual Supply Chain Management Implementation report for the period 01 July 2021 to 30 June 2022.
2. That the report be made public in accordance with Section 21A of the Municipal Systems Act.

Proposed: Councillor D J Swart

Seconded: Councillor N P Kolwapi

FOR EXECUTION:
cc.

Manager Supply Chain Management
Senior Manager Expenditure & SCM, Director: Financial Services
(CFO)

Resolution C/2/72/10/22

REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE 1st QUARTER 01 JULY TO 30 SEPTEMBER 2022

Portfolio Comm.: Finance & Engineering

Demarcation: All Wards

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

Delegation: Council

Resolved

1. That Council note the Supply Chain Management Implementation Report for the 1st Quarter, 01 July to 30 September 2022, of the 2022/23 financial year in terms of Section 6(3) of the SCM Policy.
2. That Council recommends the Potential Irregular Expenditure for the period 01 July to 30 September 2022, to the Municipal Accounts Committee (MPAC) for further investigation and appropriate action.
3. That a security assessment be performed to determine the level / type of security needed and that figures be provided in respect of the number of security guards assigned to each building/ municipal asset and be submitted to the next meeting.

Proposed: Councillor J N Kamkam

Seconded: Councillor D J Swart

FOR EXECUTION:
cc.

Manager Supply Chain Management
Senior Manager Expenditure & SCM, Director: Financial Services
(CFO)

Resolution C/2/73/10/22**PROPOSED AMENDMENT TO INDIGENT, SENIOR CITIZENS AND PEOPLE WITH DISABILITY POLICY**

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

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council approves the following amendment to the Indigent, Senior citizens and People with disability Policy (Indigent Policy) to give effect to the restriction of water usage of indigent households to the 6 kiloliters by installing smart water meters or water management devices if the free allocation of water is exceeded and remains unpaid;

"10.6.4. All consumers who qualify for a subsidy must agree to the installation of a prepaid electricity meter and a smart water meter/water management device and will, if in arrears, be placed on restricted service levels in order to limit further escalation of debt."

2. That it be noted that the community awareness campaigns / public participation processes in respect of the installation of the smart water meter/water management devices have not been conducted and that the relevant officials commence with the aforementioned processes as a matter of urgency.
3. That a progress report on the implementation of smart water meters/water management devices be submitted to the Portfolio Committee Meeting, with the inclusion of the following information;
 - a. Number of smart water meters/water management devices installed to date
 - b. The number of smart meters that have undergone testing prior to installation
 - c. Challenges experienced
 - d. Processes or steps put in place to address the challenges as mentioned in (c) above
 - e. Budgetary requirements if needed to rollout programme successfully.
4. That the Director Engineering Services establish whether a dedicated team is available to install the devices.

Proposed: Councillor J N Kamkam
Seconded: Councillor S A Mangxaba

FOR EXECUTION: Manager: Revenue Services, Director Engineering Services
cc. Director Financial services

Resolution C/2/76/10/22**SECTION 52 REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2022****Portfolio Comm:** Finance and Corporate Services**Demarcation:** All Wards**File Ref:** 9/1/3/4**Delegation:** Council**Resolved**

That Council take note of Section 52 report for the quarter ending 30 September 2022, including financial and non-financial results.

Proposed: Councillor D J Swart**Seconded:** Councillor J N Kamkam

FOR INFORMATION: Director Financial Services

Resolution C/2/77/10/22**LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 30 SEPTEMBER 2022****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 5/15/6**Delegation:** Council**Resolved**

1. That the Municipal Council confirms the withdrawals that were made in terms of Section 11 (1) (b) to (j) of the Local Government: Municipal Financial Management Act, 2003 for the quarter July 2022 to September 2022.
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 A R Olivier**Seconded:** Councillor J N Kamkam

FOR EXECUTION: Manager: Budget Office
cc. Director Financial services

Resolution C/2/78/10/22

VIREMENT REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2022

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

Demarcation: All Wards
Delegation: Council

Resolved

That cognisance be taken of the virements that have been considered or processed during the quarter ending 30 September 2022.

Proposed: Councillor S A Mangxaba
Seconded: Councillor J N Kamkam

FOR EXECUTION: Manager: Budget Office
 cc. Director Financial services

Resolution C/2/79/10/22

COST CONTAINMENT REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2022

Directorate: Finance
File Ref: 9/1/3/4

Demarcation: All Wards
Delegation: Council

Resolved

That Cost Containment report for the quarter ending 30 September 2022 be noted.

Proposed: Councillor N P Kolwapi
Seconded: Councillor J N Kamkam

FOR INFORMATION: Manager: Budget Office

Section 3: Corporate Services**Resolution C/3/60/10/22****SCHEDULE OF MEETINGS FOR COUNCILLORS FOR 2023 FOR PORTFOLIO COMMITTEES, MAYORAL COMMITTEES AND COUNCIL****Portfolio Comm:** Finance and Corporate Services
File Ref: 3/2/3**Demarcation:** All Wards
Delegation: Council**Resolved**

1. That the following schedule of dates for the Portfolio Committee Meetings, Mayoral Committee Meetings and Council Meetings for the year 2023 be approved

MEETING SCHEDULE: 2023					
Closing Dates for Agendas	Preliminary Meeting	Portfolio Committees	Mayoral Committee Meetings	Ordinary Council Meeting	Special Council Meeting
10/1/2023	12/1/2023	18/1/2023 19/1/2023	24/1/2023	31/1/2023	
8/2/2023	9/2/2023	14/2/2023 15/2/2023	22/2/2023		28/2/2023 (Adjustment budget approval)
7/3/2023	9/3/2023	14/3/2023 15/3/2023	22/3/2023		30/3/2023 (Draft Annual Budget and IDP approval)
4/4/2023	6/4/2023	12/4/2023 13/4/2023	20/4/2023	27/4/2023	
8/5/2023	10/5/2023	17/5/2023 18/5/2023	24/5/2023		29/5/2023 (Budget approval and IDP Adoption)
9/6/2023	13/6/2023	21/6/2023 22/6/2023	29/6/2023		
7/7/2023	10/7/2023	17/7/2023 18/7/2023	24/7/2023	31/7/2023	
11/8/2023	14/8/2023	21/8/2023 22/8/2023	29/8/2023		31/8/2023 (Budget and IDP Process plan)
8/9/2023	12/9/2023	20/9/2023 21/9/2023	28/9/2023		
6/10/2023	10/10/2023	16/10/2023 17/10/2023	24/10/2023	31/10/2023	
13/11/2023	15/11/2023	22/11/2023 23/11/2023	30/11/2023		

2. That the schedule of meetings be published as prescribed by Section 29A of the Local Government Municipal Structures Act, No 117 of 1998.

3. That any other Special Council meetings be scheduled and published as and when required as prescribed by the Local Government Municipal Structures Act, No 117 of 1998 and the Bitou Municipality Rules of Order By-law.

Proposed: Councillor A R Olivier
Seconded: Councillor J N Kamkam

FOR EXECUTION: Manager: Administration Services
 cc. Director Corporate Services

Resolution C/3/61/10/22

APPROVAL OF THE BITOU MUNICIPALITY: RECORDS MANAGEMENT POLICY

Portfolio Comm: Finance and Corporate Services
File Ref: 2/4/P

Demarcation: All Wards
Delegation: Council

Resolved

That Council approve the Bitou Municipality: Records Management Policy.

Proposed: Councillor J N Kamkam
Seconded: Councillor A R Olivier

FOR EXECUTION: Manager: Administration
 cc. Director Corporate Services

Resolution C/3/62/10/22

COMMUNICATION STRATEGY FOR THE BITOU LOCAL MUNICIPALITY

Portfolio Comm: Finance & Corporate Services
File Ref: 2/1/3/3

Demarcation: All Wards
Delegation: Council

Resolved

That the Communications Strategy for the Bitou Municipality be approved.

Proposed: Councillor S E Gcabayi
Seconded: Councillor S A Mangxaba

FOR EXECUTION: Manager: Communications & Customer Care
 cc. Director Corporate Services

Resolution C/3/63/10/22

COMMUNICATIONS SECTION: SOCIAL MEDIA GUIDELINES FOR BITOU LOCAL MUNICIPALITY

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

Demarcation: All Wards
Delegation: Council

Resolved

That the Social Media Guideline Policy for the Bitou Municipality be approved

Proposed: Councillor J N Kamkam
Seconded: Councillor S A Mangxaba

FOR EXECUTION: Manager: Communications & Customer Care
 cc. Director Corporate Services

Resolution C/3/64/10/22

COMMUNICATION: LANGUAGE POLICY FOR THE BITOU MUNICIPLITY AND SUGGESTED ACTIONS TO COMPLY WITH THE REVIEW BY THE PAN SOUTH AFRICAN LANGUAGE BOARD (PANSALB)

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

Demarcation: All Wards
Delegation: Council

Resolved

1. That the Bitou Language Policy be approved.
2. That Council note the suggested road map to comply with the expected language coordinating structure within the Municipality as mentioned in the discussions above.

Proposed: Councillor J N Kamkam
Seconded: Councillor S A Mangxaba

FOR EXECUTION: Manager: Communications & Customer Care
 cc. Director Corporate Services

Resolution C/3/71/10/22

REVIEWED DRAFT PLACEMENT POLICY 2022

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

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council approves the Revised Draft Placement Policy as guide to be used for the placement of staff into posts after the adoption of the new organizational structure.
2. That the placement committee be established as follows: -
 - a. Director Corporate Services who will serve as the chairperson (oversight role)
 - b. Employer representatives consisting of four (4)
 - i. Portfolio Councillor, Councillor J N Kamkam
 - ii. Councillor S A Mangxaba
 - iii. Two (2) Directors
 - c. Employee representative consisting of four (4) i.e., 2 representatives from SAMWU and 2 representatives from IMATU.

Proposed: Councillor T Mhlana
Seconded: Councillor T S Hlomse

FOR EXECUTION: Senior Manager: Human Resources Management Services
 cc. Director Corporate Services

Section 4: Community Services

Resolution C/4/24/09/22

UPDATE ON THE DEVELOPMENT, DESIGN AND PLANNING OF A REGIONAL LANDFILL SITE AT THE GARDEN ROUTE DISTRICT MUNICIPALITY

Portfolio Comm: Corporate & Community Services
File Ref: 16/5/7

Demarcation: All Ward
Delegation: Council

Resolved

1. That Council takes note of the progress report submitted by the Garden Route District Municipality.

2. That Bitou Local Municipal Council supports Garden Route District Municipal Council's decisions on the way forward and the methods to be followed.

Proposed: Councillor N Ndayi
Seconded: Councillor M P Busakwe

FOR EXECUTION: Manager: Integrated Waste Management Services
 cc. Director Community services

Resolution C/4/30/09/22

APPROVAL OF THE NAMING AND NUMBERING OF STREETS POLICY

Portfolio Comm: Engineering & Community Services
File Ref: 16/3/6
Demarcation: All Wards
Delegation: Council

Resolved

1. That Council take cognizance and approve the Naming and Numbering of Streets Policy.
2. That the Policy be reviewed by Council on an annual basis.

Proposed: Councillor N Ndayi
Seconded: Councillor N P Kolwapi

FOR EXECUTION: Manager: Integrated Human Settlements
 cc. Director Community services

Resolution C/4/35/10/22

DRAFT SEASONAL PLAN 2022/2023: COMMUNITY SERVICES

Portfolio Comm: Engineering & Community Services
File Ref: 17/1/1/2
Demarcation: All Wards
Delegation: Council

Resolved

1. That Council take cognizance of the Community Services Department Draft Seasonal Plan for 2022/2023.
2. That Council approves the seasonal plan for 2022/2023.

Proposed: Councillor M P Busakwe
Seconded: Councillor T Mhlana

FOR EXECUTION: Line Managers Community Services, Manager: Economic
 Development and Planning
 cc. Director Community services, Director Planning and Development

Section 5: Engineering Services

Resolution C/5/41/10/22

MONTHLY AND QUARTERLY REPORT FOR ELECTRICAL AND MECHANICAL FOR THE PERIOD JUL – SEPTEMBER 2022

Portfolio Comm: Engineering & Community Services
File Ref: 9/1/3/5/3

Demarcation: All Wards
Delegation: Council

Resolved

1. That the monthly and quarterly report for Electrical and Mechanical Engineering Section for the period July to September 2022, be noted.
2. That the Director Engineering Services verify whether the electrical losses per mile reported on is a true reflection.

Proposed: Councillor T Mhlana
Seconded: Councillor N Ndayi

FOR EXECUTION: Senior Manager: Electrical & Mechanical Services, Director Engineering Services

***At this point the Speaker allowed a break at 14h07 and resumed again at 14h20*

Section 6: Economic Development & Planning

Resolution C/6/54/10/22

PROPOSED SPECIAL RATING AREA (SRA) BY-LAW FOR BITOU MUNICIPALITY

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 15/1/10

Demarcation: All wards
Delegation: Council

Resolved

1. That Council adopt the Bitou Special Rating Area By-Law to come into operation on a date to be determined by publication of the By-Law in the Provincial Gazette.
2. That Council adopt the Bitou Special Rating Area Policy and that it will be utilised for the administration of Special Rating Area Applications.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

FOR EXECUTION Environmental Management Officer
Cc Director: Economic Development & Planning

Resolution C/6/57/10/22

PLETT TOURISM ASSOCIATION: QUARTERLY AND FINANCIAL REPORTS FOR THE PERIOD JULY TO SEPTEMBER 2022

Portfolio Comm: Strategic Services and Office of the MM

Demarcation: All Wards

File Ref: 9/1/3/6

Delegation: Council

Resolved

That cognisance be taken of the Quarterly and the Financial Report of the Plett Tourism Association for the period July to September 2022.

Proposed: Councillor W J Nel

Seconded: Councillor T Mhlana

FOR EXECUTION

Director: Economic Development & Planning

Resolution C/6/58/10/22

IDENTIFICATION OF MUNICIPAL-OWNED LAND FOR DEVELOPMENT PURPOSES

Portfolio Comm: Strategic Services and Office of the MM

Demarcation: All Wards

File Ref: 15/1

Delegation: Council

Resolved

1. That it be determined that the following properties are not required by the Municipality for its own purposes or for the provision of a basic level of municipal service:

- (a) Erf 1296, Kranshoek;
- (b) Erf 993, Kranshoek;
- (c) Erven 8765, 8767, 8768, 8774, 8775, 8778, 8779, 8781, 8783, and 8785, Plettenberg Bay (New Horizons);
- (d) Portion of Erf 256, Plettenberg Bay
- (e) Portion B of Erf 1725, Plettenberg Bay
- (f) Portion of Portion 41 of the Farm Hillview No. 437

2. That it be noted that Portion of Erf 117, Kurland is excluded from the list of properties, as the property might be earmarked for further housing development and that a report be submitted to the relevant Portfolio Committee.

3. That the Municipal Manager be mandated to obtain market related values for the properties mentioned in (1) and that an Item be submitted to Council for consideration once the market related values have been obtained.

4. That the Council notes that Portion A of Erf 1725, Plettenberg Bay has previously been awarded to A & N Developments CC, and that it be confirmed that this award may be proceeded with.

5. That a progress report be submitted to the Mayoral Committee in respect of the status quo of Erven 83, 84 and 85, Kurland.
6. That a progress report be submitted to the Mayoral Committee in respect of the ownership status of Erf 302, Kirbywood known as the "Women on the Move" building.

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

FOR EXECUTION Spatial Planner
Cc Manager: Town Planning and Development Director: Economic Development & Planning

Resolution C/6/60/10/22

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

Directorate: Economic Development & Planning **Demarcation:** All Wards
Portfolio Comm: Strategic Services **Delegation:** Council

File Ref: 15/1/4

Resolved

1. That the Council resolution C/6/60/03/22 dated 31 March 2022 to approve the Bitou Spatial Development Framework (2021) inclusive of an urban edge that includes approximately 780 ha of land in the 'Sanse Valley' area be confirmed.
2. That paragraph 1 of the Council resolution C/1/59/06/22 dated 7 June 2022 be amended to 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 (as approved on 31 March 2022).
3. That paragraph 2 of the Council resolution C/1/59/06/22 dated 7 June 2022 be rescinded.
4. That the matters raised by the Provincial Director: Planning in her letter dated 27 September 2022 be addressed administratively and reported upon during March 2023 (when the SDF is tabled with the draft budget and IDP).

Proposed: Councillor W J Nel
Seconded: Councillor S A Mangxaba

FOR EXECUTION Director: Economic Development & Planning

Resolution C/6/61/10/22**ERF 4513, KWANOKUTHULA: REQUEST BY THE SOUTH AFRICAN POLICE SERVICES TO PROVIDE LAND FOR THE EXPANSION OF THE KWANOKUTHULA POLICE STATION**

Directorate: Economic Development & Planning
File Ref: 9/1/3/6

Demarcation: All Wards
Delegation: Council

Resolved

1. That resolution (M/6/185/09/13) adopted by the Mayoral Committee on 26 September 2013 be rescinded.
2. That it be recorded that the Municipality does not need Erf 4513, Plettenburg Bay (i.e. the so-called 'buffer strip' in Kwanokuthula) for the provision of a basic level of municipal services.
3. That it be agreed in principle that a portion of Erf 4513 (approximately 1 ha) may be made available to the South African Police Services for expansion of the current facilities at Kwanokuthula, and that authority be delegated to the Municipal Manager to further negotiate the matter with the South African Police Services.
4. That a further report be submitted to the Council once the negotiations have been finalized and more detail has been made available, and that it be recorded that this report should address the future use of the whole 'buffer strip'.

Proposed: Councillor N Ndayi
Seconded: Councillor S A Mangaba

FOR EXECUTION Director: Economic Development & Planning

Resolution C/6/62/10/22**PLETT TOURISM: INTERIM MEMORANDUM OF AGREEMENT**

Directorate: Economic Development & Planning
Portfolio Comm: Strategic Services

Demarcation: All Wards
Delegation: Council

File Ref: 9/1/3/6

Resolved

1. That the Business Plan of Plett Tourism for the 2022/2023 financial year be noted and accepted.
2. That the budget of Plett Tourism for the 2022/2023 financial year be noted.

3. That a Memorandum of Agreement, broadly based on the Business Plan, be entered into between the Municipality and Plett Tourism for the period September 2022 – June 2023.
4. That the necessary action in terms of the prescribed legislation to determine and implement an appropriate institutional option for the future management of the tourism function be commenced with by not later than February 2023 and be finalized by 31 May 2023.

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

FOR EXECUTION Director: Economic Development & Planning

11. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None received

12. CONSIDERATION OF NOTICES OF MOTION

Councillor S A Mangxaba reminded the Speaker, Councillor C N-J Terblanche that a notice of motion was submitted last month, but no response was yet received to date.

Resolved

That the Speaker will circulate a written response to all Councillors.

13. CONSIDERATION OF NOTICES OF QUESTION

None received

14. CONSIDERATION OF MOTIONS OF EXIGENCY

None received.

15. IN-COMMITTEE MATTERS

15.1.1 Minutes of the Special Council In-Committee dated 29 September 2022

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

15.1.2 Consideration of In-Committee Reports (Non-delegated matters)

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

16. RECORDING OF COUNCILLORS PRESENT

The Speaker, Councillor C N-J Terblanche requested that Councillors verbally record their presence during the Ordinary Council In-Committee session in the following order;

Councillor N Ndayi, Councillor D J Swart, Councillor M P Busakwe, Councillor W J Nel, Councillor J N Kamkam, Councillor A R Olivier, Councillor T S Harmse, Councillor N P Kolwapi, Councillor S A Mangxaba, Councillor S E Gcabayi, Councillor T Mhlana and Councillor C N-J Terblanche.

17. CLOSURE

The Speaker adjourned the Ordinary Council meeting where OPEN items were discussed at 15h49.

CONFIRMED AND SIGNED

SIGNATURE:



The Speaker, Councillor C N-J Terblanche

DATE:

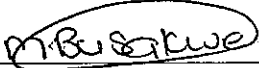
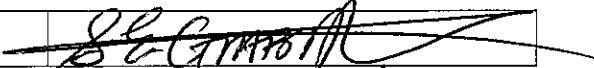

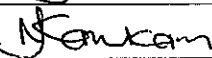

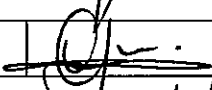
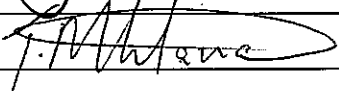
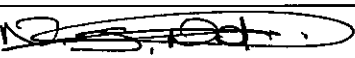
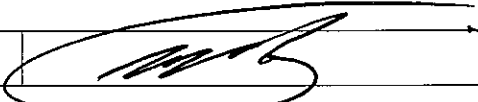

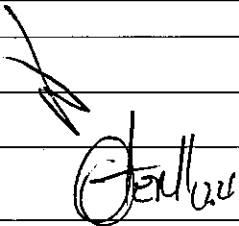
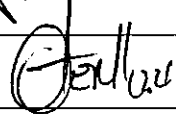
12. December. 2022

APPROVED



ATTENDANCE REGISTER

**ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD
IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET,
PLETTENBERG BAY ON MONDAY, 31 OCTOBER 2022 AT 11H00**

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR	
COUNCILLOR M P BUSAKWE (Deputy Executive Mayor)	
COUNCILLOR S E GCABAYI	
COUNCILLOR T S HARMSE	
COUNCILLOR J N KAMKAM	
COUNCILLOR N P KOLWAPI	
COUNCILLOR S A MANGXABA	
COUNCILLOR T MHLANA	
COUNCILLOR N NDAYI	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
COUNCILLOR N T SETI	APOLG
COUNCILLOR D J SWART (Executive Mayor)	
COUNCILLOR C N-J TERBLANCHE (Speaker)	

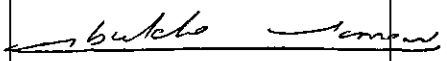
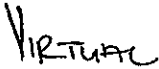
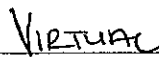
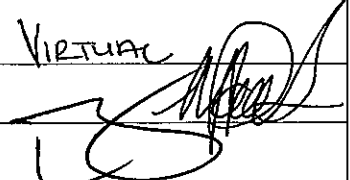
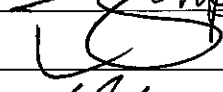

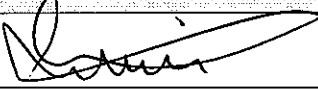
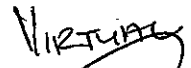

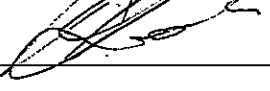





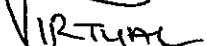


ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 31 OCTOBER 2022 AT 11H00

OFFICIALS

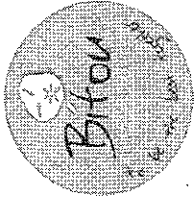
<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Mr M Memani	
DIRECTORS		
Acting Director: Financial Services & Manager: Governance and Compliance	Mr. F Lötter	
Acting Director: Corporate Services & Manager Legal Services	Mr A Croutz	
Director: Community Services	Ms M Paulsen	
Director: Engineering Services	Mr V Felton	
Director: Economic Development and Planning	Mr. L Gericke	
MANAGERS		
Manager: Administration	Mrs T Wildeman	
Manager: Office of the Executive Mayor	Mr H Nieuwoudt	
Manager: Deputy Executive Mayor	Mr X Bangela	
Manager: Office of the Speaker	Mr R Plaatjies	
Chief Audit Executive	Ms H Bester	
Chief Risk Officer	Mrs C V Staden	
Manager: Communications	Mr A Namntu	
Principle Committee Officer	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Senior Communications Officer	Mr R Kova	

BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 31 OCTOBER 2022 11H00

[illegible]

CS



ATTENDANCE REGISTER

Interested members of the Public

Thank you for attending

Name	Contact number	Email address	Representing	Signature
CHRISTIE YLOU	044 533 5155	stubb@bluegumz.co.za	WARD TWO	
D. L. S. L. L.	082 8076688	claus@mississippidance.com	Ratepayer Ward 2	
C. VAN GRIK	082 7745088	step@peterph-bend.co.za	KF H	
JON HEEGER	0825771100	jon@qui.co.za	SMEC	
Willem Annandale	0766795911	willem.annandale@smec.com	SMEC	

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 31 OCTOBER 2022 AT 11H00

CAT