

**MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY
HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET,
PLETTENBERG BAY ON FRIDAY, 30 AUGUST 2024 AT 09H04**

1. OPENING

The Speaker, Councillor M P Busakwe welcomed everyone present at 09h04 and requested a moment for silent prayer.

Before the proceedings, the Speaker proposed to Council to change the order of business of the agenda and to prioritise the In-Committee Items, to be dealt with first as the Items have legal and financial implications for the municipality, followed by a recess of 30 minutes, whereafter the meeting dealing with the Open agenda items will reconvene.

The proposal was accepted by Council.

2. ATTENDANCE

As per attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None received. All members of the Municipal Council present.

4. DECLARATION OF INTERESTS

None received

5. CONFIRMATION OF MINUTES

None

6. STATEMENTS AND COMMUNICATIONS BY:

6.1 The Executive Mayor

None

6.2 The Speaker

None

7. PRESENTATION

None

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

That it be noted that the Items for information will be considered at the Ordinary Council Meeting of October 2024.

FOR INFORMATION**9. NOTING OF OUTSTANDING COUNCIL RESOLUTIONS.**

That it be noted that the noting of outstanding council resolutions will be considered at the Ordinary Council Meeting of October 2024.

FOR INFORMATION**10. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)**

The Speaker, as indicated in her opening remarks, declared Council's In-Committee session and respectfully requested that all members of the public recused themselves.

The meeting adjourned at 9h07 for the In-Committee session.

The Special Council Open meeting reconvened at 10h15.

Section 1: Office of the Municipal Manager

Resolution C/1/241/08/24

2022-2027 INTEGRATED DEVELOPMENT PLAN (IDP) – 2024/25 IDP ANNUAL REVIEW, BUDGET AND PMS TIME SCHEDULE

Portfolio Comm: Strategic Services & Office of the MM

File Ref: 2/8/5

Demarcation: All Wards

Delegation: Council

Resolved

1. That Council adopts the IDP, Budget and Performance time schedule.
2. That Council notes the piloting of the Ward Based Planning process for Wards 1, 3 and 7.
3. That a public notice be placed in the local newspaper and municipal website.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

EXECUTION: Acting Municipal Manager, Senior Manager Human Resources

Cc: Director Corporate Services

Resolution C/1/244/08/24**APPOINTMENT OF ACTING DIRECTOR FINANCIAL SERVICES FOR A PERIOD OF THREE MONTHS WITH EFFECT FROM 02 SEPTEMBER 2024 UNTIL 30 NOVEMBER 2024**

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 4/3/5/1/3

Demarcation: All Wards
Delegation: Council

Resolved

That Council appoint Mr Felix Lötter as acting Director Financial Services for the period of three months as from 02 September 2024 until 30 November 2024.

Proposed: Councillor W J Nel
Seconded: Councillor N P Kolwapi

EXECUTION: Acting Municipal Manager, Senior Manager Human Resources
Cc: Director Corporate Services

Resolution C/1/245/08/24**ACTING APPOINTMENT OF MUNICIPAL MANAGER FOR A PERIOD OF THREE MONTHS WITH EFFECT FROM 02 SEPTEMBER 2024 UNTIL 30 NOVEMBER 2024**

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 4/3/5/1/3

Demarcation: All Wards
Delegation: Council

Resolved

That Council appoint Mr Mbulelo Memani as acting Municipal Manager for period of three months with effect from 02 September 2024 until 30 November 2024.

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

EXECUTION: Executive Mayor & Senior Manager Human Resources
Cc: Director Corporate Services

Resolution C/1/250/08/24** Item circulated at the meeting***APPOINTMENT OF ACTING DIRECTOR PLANNING AND DEVELOPMENT FOR A PERIOD OF THREE MONTHS WITH EFFECT FROM 02 SEPTEMBER 2024 UNTIL 30 NOVEMBER 2024****Portfolio Comm:** Strategic Services & Office of the MM**Demarcation:** All Wards**File Ref:** 4/3/5/1/3**Delegation:** Council**Resolved**

That Council appoint Mr. Boy Ngubo as acting Director Planning and Development of three months as from 02 September 2024 until 30 November 2024.

Proposed: Councillor N P Kolwapi**Seconded:** Councillor W J Nel**EXECUTION:** Executive Mayor & Senior Manager Human Resources**Cc:** Director Corporate Services**Resolution C/1/246/08/24****RE-COMPOSITION OF MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) MEMBERS****Portfolio Comm:** Strategic Services & Office of the MM**Demarcation:** All Wards**File Ref:** 3/2/2/2/4**Delegation:** Council**Resolved**

1. That Council take note of the report.
2. That Council appoints the following Councillors to serve on the Municipal Public Accounts Committee:
 - (a) Councillor R Willemse
 - (b) Councillor C N-J Terblanche
 - (c) Councillor D J Swart
 - (d) Councillor N T Seti
3. That Councillor R Willemse be appointed as the chairperson of the Municipal Public Accounts Committee (MPAC).

Proposed: Councillor J N Kamkam**Seconded:** Councillor W J Nel**EXECUTION:** Acting Manager Administration**Cc:** Acting Municipal Manager

Resolution C/1/249/08/24**STATUS REPORT: AIRPORT BUSINESS AND LONG-TERM LEASE OF THE PLETTENBERG BAY AIRPORT****Portfolio Comm:** Strategic Services & Office of the MM**Demarcation:** All Wards**File Ref:** 17/12/2**Delegation:** Council**Resolved**

1. That Council note content of this report.
2. That Council authorise the payment of R5 000 000.00 (five million rand) excluding VAT in terms of the addendum.

Proposed: Councillor N P Kolwapi**Seconded:** Councillor W J Nel**EXECUTION:** Director: Corporate Services**Cc:** Acting Municipal Manager**Section 2: Financial Services****Resolution C/2/225/08/24****1ST ADJUSTMENT BUDGET – ADJUSTMENT BUDGET OF THE 2024/25 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 9/1/3/4**Delegation:** Council**Resolved**

1. That the 1st Annual Adjustments Budget of Bitou Municipality for the financial year 2024/2025, be approved as follows:
 - (a) Table B2: Adjustments Budget Financial Performance (expenditure by standard classification)
 - (b) Table B3: Adjustments Budget Financial Performance (expenditure by municipal vote)
 - (c) Table B4: Adjustments Budget Financial Performance (revenue by source)
 - (d) Table B5: Adjustments Budget Capital Expenditure for both multi-year and single year by vote, standard classification and funding
 - (e) Table B6: Budgeted Financial Position
 - (f) Table B7: Budgeted Cash Flow
 - (g) Table B8: Cash backed reserves/Accumulated surplus reconciliation
 - (h) Table B9: Asset Management
 - (i) Table B10: Basic service delivery measurement
 - (j) Supporting Tables SB1 – SB 20

2. That the Departmental Service Delivery Budget Implementation Plan (SDBIP) be reviewed within directorates where applicable
3. That the Adjustments Budget be submitted to the authorities and in the format as required by law.

Proposed: Councillor J N Kamkam
Seconded: Councillor C N-J Terblanche

EXECUTION: Manager Budget & Treasury
Cc: Acting Director: Financial Services

Resolution C/2/227/08/23

SECTION 71 REPORT FOR THE MONTH OF JULY 2024

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

Demarcation: All Wards
Delegation: MayCo

Resolved

That the Section 71 report for the month ended 31 July 2024, be noted.

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

FOR INFORMATION: Manager Budget & Treasury
Cc: Acting Director: Financial Services

Section 3: Corporate Services**Resolution C/3/225/08/24****ANNOUNCEMENT OF MAYORAL COMMITTEE (MAYCO): EXECUTIVE MAYOR****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 3/2/2/1/1**Resolved**

That it be noted that the Members of the Mayoral Committee, as announced by the Executive Mayor Councillor J N Kamkam is as follows;

Deputy Executive Mayor, Councillor N P Kolwapi
Councillor W J Nel
Councillor A R Olivier

Proposed: Councillor J N Kamkam**Seconded:** Councillor A R Olivier**EXECUTION:** Director: Corporate Services**Cc:** Acting Municipal Manager**Resolution C/3/226/08/24****RE-COMPOSITION OF PORTFOLIO COMMITTEES (SECTION 80 COMMITTEES)****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 3/2/2/2/4**Delegation:** Council**Resolved**

That the Municipal Council appoints the following Councillors (members) to the various committees, limited to a maximum of (4) members per committee, in the capacities and to represent the parties as indicated:

(a) Engineering Services & Community Services Portfolio Committee

Chairperson: Councillor A R Olivier

Members:

Councillor N P Kolwapi
Councillor D J Swart
Councillor N T Seti

(b) Finance and Corporate Services Portfolio Committee

Chairperson: Councillor W J Nel

Members:

Councillor S A Mangxaba

Councillor T Mhlana

Councillor A R Olivier

(c) Strategic Services and Office of the Municipal Manager Portfolio Committee

Chairperson: Councillor N P Kolwapi

Members:

Councillor S E Gcabayi

Councillor H Mitchell

Councillor W J Nel

Proposed: Councillor J N Kamkam**Seconded:** Councillor W J Nel**EXECUTION:** Manager Administration
Cc: Director Corporate Services

Resolution C/3/227/08/24

REVIEW OF NOMINATIONS OF COUNCIL REPRESENTATIVE TO SALGA PROVINCIAL WORKING GROUPS**Portfolio Comm:** Finance & Corporate Services**File Ref:** 12/2/1/3/1**Demarcation:** All Wards**Delegation:** Council**Resolved**

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

CLUSTERS – PROVINCIAL WORKING GROUPS		Councillors Representative	Secondi
(i)	Municipal Capability and Institutional Resilience	Councillor J N Kamkam	Councillor C N-J Terblanche
(ii)	<ul style="list-style-type: none"> Community Development and Security Health 	Councillor A R Olivier	Councillor N T Seti
(iii)	Governance and Intergovernmental Relations	Councillor M P Busakwe	Councillor S E Gcabayi

(iv)	<ul style="list-style-type: none"> • Economic Development and Job Creation • Development Planning and Rural Development • Electricity and Energy, and Public Works • Water and Sanitation 	Councillor N P Kolwapi	Councillor H Mitchell
(v)	<ul style="list-style-type: none"> • Human Settlements and Urban Agenda • Public Transport and Roads • Environmental Management and Climate Resilience 	Councillor N P Kolwapi	Councillor S A Mangxaba
(vi)	Emergency Services and Disaster Management	Councillor A R Olivier	Councillor T Mhlana
(vii)	<ul style="list-style-type: none"> • Municipal Finance and Fiscal Policy • Municipal Digital Solutions 	Councillor W J Nel	Councillor J N Kamkam

2. That it be noted that the official designated to accompany the relevant Councillor representatives will remain as per Council Resolution C/3/35/04/22.
3. That the Municipal Manager appoint, on an ad-hoc basis, any additional official/s who may be required to attend any given meetings of the SALGA Working Groups.

Proposed: Councillor J N Kamkam

Seconded: Councillor W J Nel

EXECUTION: Manager Administration
Cc: Director Corporate Services

Section 4: Community Services

No items for consideration

Section 5: Engineering Services

No items for consideration

Section 6: Economic Development and Planning

No items for consideration

11. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None received.

12. CONSIDERATION OF NOTICES OF MOTION

None received.

13. CONSIDERATION OF NOTICES OF QUESTION

None received.

14. CONSIDERATION OF MOTIONS OF EXIGENCY

None received.

15. IN-COMMITTEE MATTERS

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

16. RECORDING OF COUNCILLORS PRESENT

The Speaker, Councillor M P Busakwe requested that Councillors verbally record their presence during the Special Council open meeting in the following order.

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

17. CLOSURE

The Speaker adjourned the Special Council Meeting at 11h27.

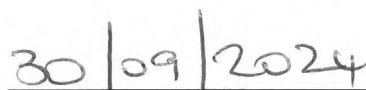
CONFIRMED AND SIGNED

SIGNATURE:



The Speaker, M P Busakwe

DATE:





ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 30 AUGUST 2024 AT 09H00.

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M P BUSAKWE (Speaker)	m. Busakwe
COUNCILLOR S E GCABAYI	S. E. Gcabayi
COUNCILLOR J N KAMKAM (Executive Mayor)	J. N. Kamkam
COUNCILLOR N P KOLWAPI (Deputy Executive Mayor)	N. P. Kolwapi
COUNCILLOR S A MANGXABA	S. A. Mangxaba
COUNCILLOR T MHLANA	T. Mhlana
COUNCILLOR H MITCHELL	H. Mitchell
COUNCILLOR R WILLEMSE	
COUNCILLOR W J NEL	W. J. Nel
COUNCILLOR A R OLIVIER	A. R. Olivier
COUNCILLOR N T SETI	N. T. Seti
COUNCILLOR D J SWART	D. J. Swart
COUNCILLOR C N-J TERBLANCHE	C. N-J. Terblanche
COUNCILLOR R WILLEMSE	R. Willemse


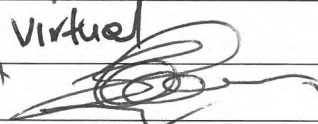



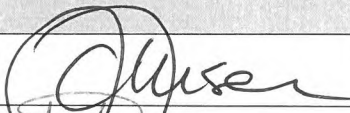
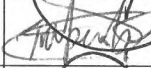
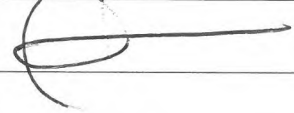
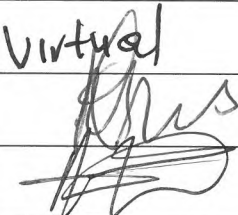
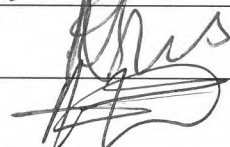
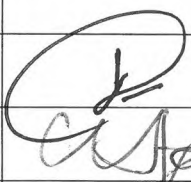



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ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL
OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 30 AUGUST 2024 AT
09H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Acting Municipal Manager & Acting Director: Corporate Services	Mr L Loliwe	
DIRECTORS		
Acting Director: Financial Services	Mr. B Ngubo	Virtual 
Director: Community Services	Ms M Paulsen	
Acting Director: Engineering Services	Mr V Felton	
Acting Director: Economic Development and Planning	Mr C Schliemann	
MANAGERS		
Acting Manager Administration & Head Committee Services	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Manager: Legal Services	Mr A Croutz	
Manager: Executive Mayor	Mr T Liwani	
Manager: Deputy Executive Mayor	Mr V Thomas	Virtual 
Manager: Office of the Speaker	Mr M James	
Manager: Communications, Customer Relations Management	Mr A Namntu	
Senior Manager Governance & Compliance	Mr F Lötter	
Acting Chief Audit Executive	Mr C Koeberg	
Risk Management	Mrs C Van Staden	
Manager: SCM (Acting CFO)	Mr N. Maredi	
MANAGER: BUDGET & REPORTING	Mr. C. Payne	

m.p