

**MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY
HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET,
PLETTENBERG BAY ON MONDAY, 30 SEPTEMBER 2024 AT 14H00**

1. OPENING

The Speaker, Councillor M P Busakwe welcomed everyone present at 14h00 and requested a moment for silent prayer.

2. ATTENDANCE

As per attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None received.

Absent

Councillor H Mitchell

4. DECLARATION OF INTERESTS

None received

5. CONFIRMATION OF MINUTES FOR PREVIOUS MEETINGS (OPEN)

None, minutes to be confirmed at the Ordinary Council meeting of October 2024.

6. STATEMENTS AND COMMUNICATIONS BY:

6.1 The Executive Mayor

None

6.2 The Speaker

None

7. PRESENTATION

None

**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.

(Approved: 31 October 2024)

m.p

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.

10. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)**Section 1: Office of the Municipal Manager**

Resolution C/1/255/09/24

DECLARATION OF VACANCY, APPROVAL OF SELECTION AND RECRUITMENT PROCESS FOR THE FILLING OF THE POSITION OF DIRECTOR FINANCIAL SERVICES

<u>Portfolio Comm:</u>	Strategic Services & Office of the MM	<u>Demarcation:</u> All Wards
<u>File Ref:</u>	4/3/5/1/2	<u>Delegation:</u> Council

A proposal was received from Councillor T Mhlana to vote on the matter, seconded by Councillor N T Seti.

The Speaker then ruled to vote **IN FAVOUR** of or **AGAINST** the following recommendations;

1. That Council note that the post of Director Financial Services (Chief Financial Officer) has become vacant as per Council resolution C/1/239/08/24.
2. That Council approve the advertisement of the vacancy for the post of Director Finance (CFO) and the timeframes outlined below;

ACTIVITY	DATE
Advertising for position of Director Financial Services (<i>minimum of 14 days from the date of advertisement appearing and not more than 30 days</i>)	6 October 2024
Closing Date	31 October 2024
Shortlisting (within 30 days of closing of advert)	20 November 2024
Interviews (within 21 days)	27 November 2024
Screening and competency assessments (within 21 days of Interviews)	4 December 2024
Outcome report tabled in Council	11 December 2024
Successful candidate report for duty	03 February 2025

3. That the following persons be approved by Council as the Selection and Interview Panel in terms of both Regulations 12 and 15 of Government Gazette No. 37245 respectively:

- a) *The Municipal Manager, who will be the chairperson;*
- b) *A member of the mayoral committee or councillor who is the portfolio head of the relevant portfolio; Councillor W J Nel;*
- c) *At least one other person, who is not a councillor or a staff member of the municipality, and who has the expertise or experience in the area of the advertised post;*
- d) *(Two (2) Union Representatives, 1 union representative from IMATU and 1 Union*

Representative from SAMWU, who will sit as observers.

4. That upon completion of the selection process, a report containing the proposed appointment be tabled with Council in order for Council to make the necessary appointment.
5. That it be noted that the following wording must be replaced in the “BACKGROUND” of the itemunder resolution number C/1/239/08/24 Council resolved “*That Council does not appoint Mr. Boy M Ngubo in the position of Director Financial Services*” instead of “*Council resolved that it did not find suitable candidate, and therefore did not appoint for the position of Director Financial Services.*” ...

The following Councillors voted IN FAVOUR of the recommendations;

Councillor J N Kamkam, Councillor N P Kolwapi; Councillor W J Nel; Councillor R Willemse, Councillor A R Olivier; Councillor D J Swart and Councillor M P Busakwe

The following Councillors voted AGAINST the recommendations;

Councillor N T Seti, Councillor S A Mangxaba, Councillor S E Gcabayi, Councillor T Mhlana, and Councillor C N-J Terblanche.

Results of Voting:

IN FAVOUR of the recommendation: 7 Votes

AGAINST the recommendation: 5 Votes

The votes **IN FAVOUR** of the recommendations therefore carries.

It was therefore;

Resolved

1. That Council note that the post of Director Financial Services (Chief Financial Officer) has become vacant as per Council resolution C/1/239/08/24.
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- e) *The Municipal Manager, who will be the chairperson;*
- f) *A member of the mayoral committee or councillor who is the portfolio head of the relevant portfolio; Councillor W J Nel;*
- g) *At least one other person, who is not a councillor or a staff member of the municipality, and*

who has the expertise or experience in the area of the advertised post;

h) (Two (2) Union Representatives, 1 union representative from IMATU and 1 Union Representative from SAMWU, who will sit as observers.

4. That upon completion of the selection process, a report containing the proposed appointment be tabled with Council in order for Council to make the necessary appointment.
5. That it be noted that the following wording must be replaced in the "BACKGROUND" of the itemunder resolution number C/1/239/08/24 Council resolved "*That Council does not appoint Mr. Boy M Ngubo in the position of Director Financial Services*" instead of "*Council resolved that it did not find suitable candidate, and therefore did not appoint for the position of Director Financial Services.*" ...

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

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

For the record:

At this point the Speaker announced that Council will adjourn the Open meeting to deal with In-Committee Items that further impacts on additional items for the Open meeting discussion. The Special Council Open meeting resumed at 18h03..

Resolution C/1/258/09/24

APPOINTMENT OF ACTING DIRECTOR COMMUNITY SERVICES FOR A PERIOD NOT EXCEEDING 3 MONTHS WITH EFFECT FROM 01 OCTOBER 2024

Portfolio Committee: Strategic Services & Office of the MM
File Ref: 4/2/5/1/3

Demarcation: All Wards
Delegation: Council

Resolved:

That Mr. S. Maphala be appointed as Acting Director Community Services for a period not exceeding three months with effect from 01 October 2024.

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

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

Resolution C/1/259/09/24

APPOINTMENT OF ACTING DIRECTOR PLANNING AND DEVELOPMENT FOR A PERIOD NOT EXCEEDING 3 MONTHS WITH EFFECT FROM 01 OCTOBER 2024

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

Demarcation: All Wards
Delegation: Council

Resolved

That the item be **WITHDRAWN.**

Section 2: Financial Services

No items for consideration

Section 3: Corporate Services

No items for consideration

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

17. CLOSURE

The Speaker adjourned the Special Council Open Meeting at 14h38, and reconvened the Open Special Council meeting at 16h03.

The Special Council Open meeting ended at 16h07.

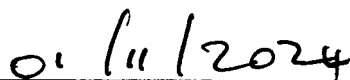
CONFIRMED AND SIGNED

SIGNATURE:



The Speaker, M P Busakwe

DATE:





ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 30 SEPTEMBER 2024 AT 14H00

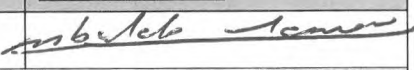
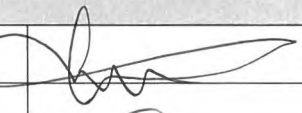
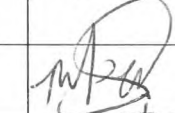


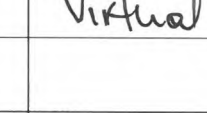

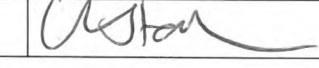
<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M P BUSAKWE (Speaker)	m. Busakwe
COUNCILLOR S E GCABAYI	S. E. Gcabayi
COUNCILLOR J N KAMKAM (Executive Mayor)	J. N. Kamkam
COUNCILLOR N P KOLWAPI (Deputy Executive Mayor)	N. P. Kolwapi
COUNCILLOR S A MANGXABA	S. A. Mangxaba
COUNCILLOR T MHLANA	T. Mhlana
COUNCILLOR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

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 30 SEPTEMBER 2024 AT 14H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Acting Municipal Manager	Mr M Memani	
DIRECTORS		
Director: Community Services	Ms M Paulsen	Virtual
Director: Engineering Services	Mr V Felton	Apology
Director: Corporate Services	Mr L Loliwe	Virtual
Acting Director: Financial Services	Mr. F Lotter	Virtual
Acting Director: Development and Planning (Manager Building Control)	Mr B Ngubo	Virtual
MANAGERS		
Manager Administration	Ms T M Wildeman	
Head Committee Services & Councillors Support	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Manager: Legal Services	Mr A Croutz	
Acting Senior Manager Governance & Compliance	Mr A Paulse	
Manager: Communications, Customer Relations Management	Mr A Namntu	Virtual
Manager: Executive Mayor	Mr T Liwani	
Manager: Deputy Executive Mayor	Mr V Thomas	
Manager: Office of the Speaker	Mr M James	
Acting Chief Audit Executive	Mr C Koeberg	
Risk Management	Mrs C Van Staden	

m.p



ATTENDANCE REGISTER

Interested members of the Public

Thank you for attending.

Name	Contact number	Email address	Representing	Signature
C. VAN GAST	082-7745008	steyn@pebble-beach.co.za	KP/4	

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 30 SEPTEMBER 2024 AT 14H00

m.p