

**MINUTES OF THE SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY  
HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET,  
PLETTENBERG BAY ON FRIDAY, 22 NOVEMBER 2024 AT 08H10**

**1. OPENING**

The Speaker, Councillor M P Busakwe welcomed everyone present at 08h10 and requested Councillor N P Kolwapi to open the meeting with prayer.

**2. ATTENDANCE**

As per attached attendance register.

**3. APPLICATION FOR LEAVE OF ABSENCE**

None.

**4. DECLARATION OF INTERESTS**

None received

**5. STATEMENTS AND COMMUNICATIONS BY:**

**5.1 The Executive Mayor**

None

**5.2 The Speaker**

None

**6 CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)****Section 1: Office of the Municipal Manager****Resolution C/1/270/11/24****APPOINTMENT OF ACTING DIRECTOR PLANNING AND DEVELOPMENT FOR THE PERIOD 1 DECEMBER 2024 TO 31 DECEMBER 2024****Portfolio Comm:** Strategic Services & Office of the MM**File Ref:** 4/3/5/1/6**Demarcation:** All Wards**Delegation:** Council**Resolved**

That Mr Fezile Maki be appointed to act as Director Planning and Development for the period 1 December 2024 to 31 December 2024.

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

**EXECUTION:** Municipal Manager, Manager Human Resources Management  
**cc.** Director Corporate Services

**Resolution C/1/271/11/24****APPOINTMENT OF ACTING DIRECTOR FINANCIAL SERVICES: 1 DECEMBER 2024 TO 28 FEBRUARY 2025****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. A Zindlu to act as Director Financial Services with effect from 1 December 2024 until 28 February 2025 or until the vacancy is filled, which ever comes first.

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

**EXECUTION:** Municipal Manager, Manager Human Resources Management  
**cc.** Director Corporate Services

**Section 2: Financial Services**

No items for consideration

**Section 3: Corporate Services****Resolution C/3/257/11/24***For the record: The item served as Addendum 1.***REPORT ON POLICY AND ENFORCEMENT REGARDING SPAZA SHOPS AND RELATED BUSINESSES****Portfolio Comm:** Finance & Corporate Services**File Ref:** 17/2/1/1**Demarcation:** All Wards**Delegation:** Council**Resolved**

1. That Council takes note of the progress status report on compliance enforcement related to Spaza Shops.
2. That Council takes cognizance of the Classification of a National Disaster in terms of Section 23 of the Disaster Management Act (Act No 57 of 2002) Food Borne Illness.
3. That Council note the statement that will be issued by the Executive Mayor detailing the commitment from the Council to ensure that spaza shop compliance is fast tracked and enforced according to the relevant legislative framework.

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

**EXECUTION:** Manager: Land Use Planning, Manager: LED; Manager Communications, Customer care and IGR.  
cc. Director Planning and Development, Director Corporate Services

**Section 4: Community Services****Resolution C/4/237/11/24****SEASONAL READINESS REPORT 2024/25****Portfolio Comm:** Engineering & Community Services**File Ref:** 17/7/1/2**Demarcation:** All Wards**Delegation:** Council**Resolved**

That the seasonal readiness report for 2024/25 be noted.

**Proposed:** Councillor A R Olivier**Seconded:** Councillor K De Bruin

**FOR INFORMATION:** Director Engineering Services, acting Director Community Services

**Section 5: Engineering Services**

No items for consideration

**Section 6: Planning and Development**

No items for consideration

**6. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

None received.

**7. CONSIDERATION OF NOTICES OF MOTION**

None received.

**8. CONSIDERATION OF NOTICES OF QUESTION**

None received.

**9. CONSIDERATION OF MOTIONS OF EXIGENCY**

Councillor S A Mangxaba requested that the following Item be tabled as a motion of exigency, which was supported by Councillor W J Nel;

Resolution C/2/246/11/24

**REQUEST FOR APPROVAL TO ALLOW PERSONS TO MAKE ARRANGEMENTS TO PAY OFF THE TAMPERING FEES**

**Portfolio Comm:**

**Finance and Corporate Services**

**Demarcation: All Wards**

**File Ref: 16/2/6/3**

**Delegation: Council**

**Resolved**

1. That it be approved that the Municipal Manager, upon recommendation received from the Chief Financial Officer, be authorized to allow customers to pay off the tampering fee that was imposed for the tampering with electricity meters, after considering the merits of each individual request.

*m.f*

2. That approval only be granted in respect of first-time offenders/offences.

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

**FOR EXECUTION:** Municipal Manager, acting Director Financial Services,  
Manager Revenue Services

*For the record: The motion of exigency was unanimously accepted by ALL Councillors present.*

#### **10. IN-COMMITTEE MATTERS**

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

#### **11. 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 A R Olivier, Councillor R Willemse, Councillor D J Swart, Councillor N T Seti, Councillor S E Gcabayi, Councillor S A Mangxaba and Councillor M P Busakwe.

#### **FOR THE RECORD:**

The following Councillors were excused from the meeting as from point 10 of the Agenda; Councillors T Mhlana and C N-J Terblanche

#### **12. CLOSURE**

The Speaker adjourned the Special Council Open Meeting at 09h41, and reconvened the Special Council In Committee meeting at 09h52.

The Special Council Open meeting ended at 16h07.

#### **CONFIRMED AND SIGNED**

**SIGNATURE:**



The Speaker, M P Busakwe

**DATE:**

13 / 12 / 2024



## ATTENDANCE REGISTER

**SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 22 NOVEMBER 2024 AT 08H00**

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M P BUSAKWE (Speaker)	m. Busakwe
COUNCILLOR K DE BRUIN	KD
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	Virtual
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	Virtual.
COUNCILLOR R WILLEMSE	R. Willemse

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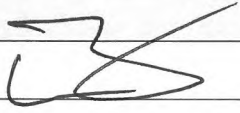


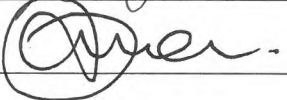
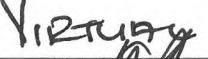


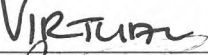




**ATTENDANCE REGISTER**

**BITOU LOCAL MUNICIPALITY**

**SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 22 NOVEMBER 2024 AT 08H00**

**OFFICIALS**

DESIGNATION	NAME	SIGNATURE
Municipal Manager	Mr M Memani	
<b>DIRECTORS</b>		
Director: Engineering Services	Mr V Felton	
Acting Director: Development and Planning	Mr F Maki	
Director: Corporate Services	Mr L Loliwe	
Acting Director: Financial Services	Mr. F Lötter	
Acting Director: Community Services	Mr S Vandala	
<b>MANAGERS</b>		
Manager Administration	Ms T M Wildeman	
Head Committee Services & Councillors Support	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Senior Manager Governance & Compliance (acting)	Mr A A Paulse	
Manager: Legal Services	Mr A Croutz	
Manager: Office of the Speaker	Mr M James	
Chief Audit Executive	Mr C Koeberg	
Manager: Executive Mayor	Mr T Liwani	
Manager: Communications, Customer Relations Management	Mr A Namntu	
Manager: Deputy Executive Mayor	Mr V Thomas	
Chief Risk Officer	Ms C Van Staden	
Manager: Planning	Mr C Schlieman	
Town Planner	Mr M Buskes	


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m.p

ATTENDANCE REGISTERBITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 22 NOVEMBER 2024 AT 08H00

OFFICIALS

DESIGNATION	NAME	SIGNATURE
ICR	M. Makunisi Nkomo	

m.p