

RECOMMENDATIONS OF THE MAYORAL COMMITTEE AT ITS MEETING DATED 24 JANUARY 2025

Please see below the recommendations by the Executive Mayoral Committee on the Items as listed in the Council Agenda, reflected under consideration of reports.

Section 1: Office of the Municipal Manager

Recommendation C/1/282/01/25

REVISED AUDIT AND PERFORMANCE AUDIT COMMITTEE CHARTER

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 9/1/7 **Delegation:** Council

Recommended by the Executive Mayor

1. That the Audit and Performance Audit Committee Charter be approved.
2. That subsequent to approval, the Charter be published on the Municipal Website to promote awareness amongst all stakeholders.

Recommendation C/1/283/01/25

TABLING OF THE DRAFT 2023/2024 ANNUAL REPORT

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 5/11/1/1 & 9/1/1 **Delegation:** Council

Recommended by the Executive Mayor

1. That cognisance be taken of the tabling of the 2023/2024 Draft Annual Report and the timeframes related to the adoption and publication.
2. That the Annual Report be submitted to MPAC in order to consider and evaluate the 2023/2024 Draft Annual Report to provide a detailed analysis and review thereof, and to submit an Oversight Report to Council by 31 March 2025.
3. That the 2023/2024 Draft Annual Report be submitted to the Office of the Auditor General, Provincial Treasury and the relevant Provincial Department responsible for Local Government.
4. That the Accounting Officer forthwith publishes the 2023/2024 Draft Annual Report for public comments and recommendations.
5. That concerted efforts be made to encourage proactive public participation amongst communities (eg, ward committee meetings).

Section 2: Financial

Recommendation C/2/256/01/25

VIREMENT REPORT FOR THE SECOND QUARTER ENDED 31 DECEMBER 2024

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That cognisance be taken of the virements that have been considered or processed during the second quarter of the 2024/2025 financial year.
2. That the concerns around the volume of virements be noted therefore officials were urged to focus on better budget planning.

Recommendation C/2/257/01/25

LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 31 DECEMBER 2024

Portfolio Comm: Finance & Corporate Services
File Ref: 5/15/6

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That 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 October 2024 to December 2024.
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.

Recommendation C/2/258/01/24

COST CONTAINMENT REPORT FOR THE QUARTER ENDING 31 DECEMBER 2024

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

That cognisance be taken of the Cost Containment Report for the quarter ending 31 December 2024.

Section 3: Corporate Services

Recommendation C/3/264/01/25

HUMAN RESOURCE MANAGEMENT DIVISION: - QUARTERLY REPORT FOR THE PERIOD 01 OCTOBER 2024 UNTIL 31 DECEMBER 2024

Portfolio Comm: Finance and Corporate Services

File Ref: 9/1/33

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

1. That Council takes note of the content of the quarterly Human Resources Management report for the period 01 October 2024 until 31 December 2024.
2. That it be noted that, going forward a comprehensive report will be submitted detailing the various types of sick leave taken by employees, and highlighting the underlying challenges and reasons contributing to the high level of sick leave, with the specific intent to develop a wellness program.

Recommendation C/3/265/01/25

OCCUPATIONAL HEALTH & SAFETY ACTIVITIES REPORT FOR THE PERIOD 01 OCTOBER 2024 UNTIL 31 DECEMBER 2024

Portfolio Comm: Finance and Corporate Services

File Ref: 5/10/4

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

1. That the content of the quarterly Occupational Health and Safety report for the period 01 October 2024 until 31 December 2024, be noted.
2. That despite budget constraints / challenges, a proactive approach be taken to address the identified health and safety hazards mentioned (especially “housekeeping” issues raised), to limit the risk of litigation and to ensure that employees work in a safe environment.

Section 5: Engineering Services

Recommendation C/5/186/01/25

WATER PIPE REPLACEMENT

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

Demarcation: All Wards.
Delegation: Council

Recommended by the Executive Mayor

1. That the report on the water pipe replacement be noted and be referred to the Budget Steering Committee for discussion.
2. That it be noted that concerted efforts (intense drive) must be made to source additional grant funding.

Recommendation C/5/187/01/25

CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP) MONTHLY PROGRESS REPORT FOR PERIOD ENDING DECEMBER 2024

Portfolio Comm: Engineering & Community Services
File Ref: 5/7/1/12

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

That cognizance be taken of the Capital Projects Implementation Plan (CPIP) for the period ending December 2024.

Recommendation C/5/188/01/25

WATER MANAGEMENT DEVICES

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

Demarcation: All Wards.
Delegation: Council

Recommended by the Executive Mayor

That the Item be **WITHDRAWN** and be rectified, taking into consideration all previous resolutions (in specific resolution C/2/73/10/22 were highlighted) to ensure that a comprehensive report is tabled at the next meeting.

Recommendation C/5/189/01/25

**PROPOSED UPGRADING OF BULK WATER AND SANITATION INFRASTRUCTURE:
EASTERN SIDE OF GREATER PLETTENBERG BAY, WITTEDRIFT AND GREENVALLEY**

Portfolio Comm: Engineering & Community Services **Demarcation:** Ward 1 and 2
File Ref: 3/1/3/5/1 **Delegation:** Council

Recommended by the Executive Mayor

That the report on the upgrades required to the bulk water and sanitation infrastructure be noted and referred to the Budget Steering Committee for discussion.

Proposed: Councillor
Seconded: Councillor

For execution refer to Council resolution

Section 6: Economic Development and Planning

Recommendation C/6/170/01/25

EPWP REPORT QUARTER 2 REPORT PERIOD ENDING 31 DECEMBER 2024

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** All Wards
File Ref: 17/14/1/2 **Delegation:** Council

Recommended by the Executive Mayor

That cognizance be taken of the EPWP Second Quarter Report for the period ending 31 December 2024.

Recommendation C/6/171/01/25

**PROGRESS REPORT ON THE INTEGRATED HUMAN SETTLEMENTS PIPELINE
PROJECTS FOR THE QUARTER ENDING DECEMBER 2024**

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** All Wards
File Ref: 9/1/6 **Delegation:** Council

Recommended by the Executive Mayor

That cognizance be taken of the quarterly progress report for the quarter ending December 2024.