

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 FEBRUARY 2025 AT 11H04

1. OPENING

The Executive Mayor, Councillor J N Kamkam welcomed all at 11h04 and requested the Director of Corporate Services, Mr L Loliwe to open the meeting with a prayer.

2. ATTENDANCE

As per the attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None, all Councillors were present.

4. DECLARATION OF INTEREST

None

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Mayoral Committee Meeting: 24 January 2025

That the minutes of the Mayoral Committee Meeting of 24 January 2025, be and are hereby **CONFIRMED AND SIGNED.**

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

6. COMMUNICATIONS BY THE EXECUTIVE MAYOR

Councillor J N Kamkam has voiced her anticipation for a productive and informative Budget Steering Committee meeting. Additionally, she has expressed her expectation that all members have thoroughly prepared, allowing for meaningful proposals to be presented at the Council meeting.

7. PRESENTATIONS

None

8. ITEMS FOR INFORMATION WHICH HAVE BEEN DEALT WITH BY THE PORTFOLIO COMMITTEES IN TERMS OF DELEGATED AUTHORITY

That the Items for information which have been dealt with by the respective Portfolio Committees as indicated below be **NOTED.**

- *Corporate & Finance Portfolio Committee meeting held 15 January 2025*



- *Strategic Services & Office of The Municipal Manager Portfolio Committee meeting held 16 January 2025*
- *Engineering & Community Services Portfolio Committee meeting held 16 January 2025*

FOR INFORMATION**9. NOTING OF OUTSTANDING / PARTIALLY IMPLEMENTED MAYCO RESOLUTIONS**

None

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

Recommendation C/1/292/02/25

ADOPTION OF CORRECTIONAL FACILITY PROJECT AS A PRIORITY PROJECT

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 9/1/8 **Delegation:** Council

Recommended by the Executive Mayor

1. That Council resolves to pursue the construction of an innovative and state-of-the-art correctional facility in the Bitou area.
2. That the Municipal Manager appoints a dedicated project management team consisting of the IDP Manager (project leader), IGR Officer, Spatial Planner, Legal Services, PMU Manager, and LED Manager to actively negotiate with the Department of Correctional Services and other key stakeholders.
3. That it be ensured that the Council resolution is communicated effectively to the Department of Correctional Services and the Department of Rural Development and Land Reform.
4. That the Municipality sustain ongoing engagement with the Minister of Rural Development to secure formal commitment letters from the Department of Rural Development and Land Reform.
5. That the land disposal register be obtained from the Department of Public Works to ascertain the available state-owned land in Plettenberg Bay.

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

For execution refer to Council resolution

Section 2: Financial**Resolution M/2/262/02/25****REVENUE MANAGEMENT REPORT – JANUARY 2025****Portfolio Comm.:** Finance & Corporate Services**File Ref:** 9/1/3/4**Demarcation:** All Wards**Delegation:** MayCo**Resolved**

1. That the Revenue Management Report for the month of January 2025, be noted.
2. That it be noted that the amount of R 176,790 has been written off as bad debt in the 50% settlement discount program and an amount of R 183,825 collected in the month of January 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.
3. That it be noted that the amount of R 11,186,700 has been written off for indigent arrear debt due at the time of approval of indigents as per Council approved Indigent Policy.
4. That it be noted that a due diligence exercise be conducted to ascertain if prepaid electricity and smart water meters have been installed at the properties of those organisations who have entered into agreements with the municipality, to ensure that they do not default on payments again.
5. That a comprehensive report be tabled at the next Portfolio Committee meeting, providing detailed information on the status of empty erven (both allocated and unallocated) in **all Wards** and proposing actionable solutions, considering that accumulated service and property rates charges significantly contribute to the outstanding debt.

Proposed: Councillor A R Olivier**Seconded:** Councillor W J Nel**FOR EXECUTION:** Manager Revenue Services**Recommendation C/2/263/02/25****INCURRING OF LONG-TERM DEBT TO THE AMOUNT OF R40 545 000,00 FOR THE 2024/2025 FINANCIAL YEAR****Portfolio Comm.:** Finance and Corporate Services**File Ref:** 5/6/1**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That Council, after considering all of the information presented in this report, resolve to approve the incurring of the long-term debt.

2. That the loan funded capital projects and subsequent expenditure be implemented in terms of the latest approved 2024/2025 capital program at the time of the borrowing drawdown phase, amounting to a maximum value of R 40 545 000.
3. That the Municipal Manager be delegated to sign all documents required in the execution of the above resolution (1).

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

For execution refer to Council resolution

Recommendation C/2/264/02/25

REQUEST FOR EXTENSION OF TENDER SCM/2023/72/FIN: DEVELOPMENT AND IMPLEMENTATION OF A REVENUE ENHANCEMENT PROGRAM FOR AN ADDITIONAL PERIOD OF ONE YEAR ENDING 30 JUNE 2026

Portfolio Comm: Finance and Corporate Services
File Ref: 16/2/16

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the Council approves the amendment of the existing agreement with Price Waterhouse Coopers Inc. (PwC) in accordance with Section 116(3) of the Municipal Finance Management Act, (Act 56 of 2003) by extending the contract period to 30 June 2026.
2. That budget to the amount of R 2 325 000 be provided for in the 2025/26 Draft budget as per estimated project cost.
3. That Council approves the conclusion of a long-term contract with Price Waterhouse Coopers Inc. (PwC) in accordance with Section 33(1) of the Municipal Finance Management Act, (Act 56 of 2003).
4. That Council approve the Draft Service Level Agreement with Price Waterhouse Coopers Inc. (PwC).
5. That Council authorises the Municipal Manager to sign the attached Service Level Agreement with Price Waterhouse Coopers Inc. (PwC) for valuation services for the period ending at 30 June 2026, with an emphasis on incorporating "skills transfer" into the agreement.

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

For execution refer to Council resolution

Resolution M/2/265/02/25**SECTION 71 REPORT FOR THE MONTH OF JANUARY 2025****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 January 2025, be noted.

Proposed: Councillor W J Nel**Seconded:** Councillor A R Olivier**FOR INFORMATION:** Manager Budget and Financial Reporting**Section 3: Corporate Services****Recommendation C/3/273/02/25****REPORT ON MITIGATING EXCESSIVE SICK LEAVE AND IMPLEMENTING
WORKPLACE WELLNESS PROGRAMS****Portfolio Comm:** Finance and Corporate Services**File Ref:** 4/3/5/1/2**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

That the Council takes note of the report.

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

For execution refer to Council resolution

Recommendation C/3/275/02/25**ESTABLISHMENT OF EMPLOYMENT EQUITY MONITORING COMMITTEE****Portfolio Comm:** Finance and Corporate Services**File Ref:** 4/3/5/1/2**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That the Human Resources Management Division be mandated to commence with the elections of Officials to serve on the Employment Equity Monitoring Committee and that the said process be finalised by 28 February 2025.

2. That concerted efforts be made to ensure compliance with the election criteria in respect of the establishment of the Employment Equity Monitoring Committee.
3. That a report be submitted to the next Local Labour Forum to nominate LLF members to serve on the Employment Equity Committee which consists of the following;
 - a. *One representative from each recognized Labour Union; and*
 - b. *Two Officials from the Local Labour Forum to serve on the Employment Equity Monitoring Committee.*
4. That it be noted with concern that previous decisions (resolutions C/3/41/06/22 and C/3/50/08/22) regarding related issues were closed off without being executed.

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

For execution refer to Council resolution

Section 4: Community Services

No items for consideration

Section 5: Engineering Services

Recommendation C/5/195/02/25

MUNICIPAL INFRASTRUCTURE GRANT (MIG): REVISION OF DETAILED PROJECT IMPLEMENTATION PLAN (DPIP)

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the Council note the Revised Detailed Project Implementation plan (DPIP).
2. That Council approve the amendment to the Detailed Project Implementation Plan for the remainder of 2024/25 in the interest of conditional grant framework compliance.

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

For execution refer to Council resolution

Recommendation C/5/196/02/25

CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): MONTHLY PROGRESS REPORT FOR PERIOD ENDING JANUARY 2025

Portfolio Comm: Engineering & Community Services

File Ref: 5/7/1/12

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

1. That Council takes cognizance of the Capital Projects Implementation Plan (CPIP) for the period ending January 2025.
2. That the concerns relating to the slow / delayed expenditure on capital projects be noted.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

For execution refer to Council resolution

Section 6: Economic Development and Planning

No items for consideration

11. IN-COMMITTEE MATTERS

11.1 For the record: No items served before the meeting.

11.2 Minutes of the Mayoral Committee Meeting: 24 January 2025

That the minutes of the Mayoral In- Committee meeting of 24 January 2025, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor D J Nel

Seconded: Councillor A R Olivier

12. RECORDING OF COUNCILLORS PRESENT

The Mayoral Committee members recorded their presence in the following order during the In-Committee session.

Councillor W J Nel, Councillor A R Oliver, Councillor N P Kolwapi and Councillor J N Kamkam.

13. CLOSURE

The Executive Mayor closed the Open meeting at 12h14

CONFIRMED AND SIGNED

SIGNATURE:



The Executive Mayor: Councillor J N Kamkam

DATE:

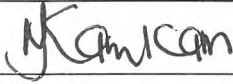
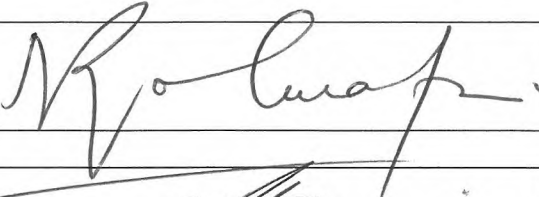


19 March 2025

APPROVED

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 FEBRUARY 2025 AT 11H00

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR J N KAMKAM (EXECUTIVE MAYOR)	
COUNCILLOR N P KOLWAPI (DEPUTY EXECUTIVE MAYOR)	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
NON – MEMBERS	SIGNATURE
COUNCILLOR M P BUSAKWE(SPEAKER)	
COUNCILLOR K DE BRUIN	
COUNCILLOR S E GCABAYI	
COUNCILLOR S A MANGXABA	
COUNCILLOR T MHLANA	
COUNCILLOR N T SETI	
COUNCILLOR D J SWART	
COUNCILLOR C N-J TERBLANCHE	
COUNCILLOR R WILLEMSE	

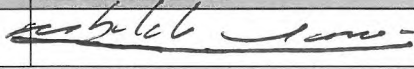
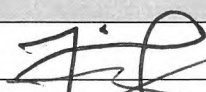


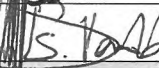
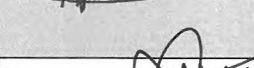
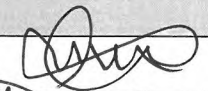
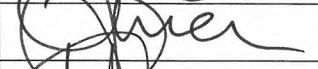
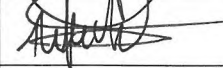
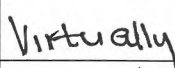
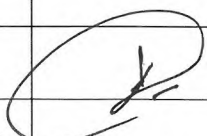


ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 FEBRUARY 2025 AT 11H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Mr M Memani	
DIRECTORS		
Director: Corporate Services	Mr L Loliwe	
Director: Engineering Services	Mr V Felton	
Acting Director: Financial Services	Mr A Zindlu	
Acting Director: Planning and Development	Mr C Schliemann	
Acting Director: Community Services	Mr S Vandala	
MANAGERS		
Manager Administration	Ms T Wildeman	
Principal Committee Officer	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Acting Senior Manager Governance and Compliance	Mr A Paulse	
Manager: Speaker's Office	Mr M James	
Manager Communication & Customer Relations	Mr A Namntu	
Manager: Executive Mayor	Mr S Liwani	
Manager: Deputy Mayor Office	Mr V Thomas	
Chief Audit Officer-Executive	Mr C Koeberg	
Chief Risk Officer	Mrs C Van Staden	

