

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 19 MARCH 2025 AT 09H01 WHICH WAS ADJOURNED AT 11H47 AND RECONVENED AT 14H33 OF THE SAME DATE

1. OPENING

The Executive Mayor, Councillor J N Kamkam, welcomed everyone at 09h01 and requested Councillor N P Kolwapi to open the meeting with a prayer.

2. ATTENDANCE

As per the attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

Councillor A R Olivier rendered her apology.

Resolved

That it be noted that leave of absence was granted to Councillor A R Olivier

4. DECLARATION OF INTEREST

None

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Mayoral Committee Meeting: 24 February 2025

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

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

6. COMMUNICATIONS BY THE EXECUTIVE MAYOR

None

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 14 February 2025*
- *Engineering & Community Services Portfolio Committee meeting held 17 February 2025*

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

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/1/300/03/25

SECTION 57 MID-YEAR PERFORMANCE EVALUATION REPORT: (01 JULY 2024 – 31 DECEMBER 2024)

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 5/1/1/4 **Delegation:** Council

Recommended by the Executive Mayor

That the Council take note of the mid-year performance evaluation report in respect of the Senior Managers reporting directly to the Municipal Manager for 2024/2025.

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

For execution refer to Council resolution

Resolution M/1/301/03/25*It be noted that Item was circulated in the meeting as Addendum 2***CONSIDERATION OF GRANT IN AID ALLOCATION**

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 3/4/2

Demarcation: All Wards
Delegation: MayCo

Resolved

1. That the contents of the report be noted.
2. That the minutes of the Grant-in-Aid Committee, circulated as Annexure "A" in the agenda, be noted.
3. That an amount of R244 000-00 be allocated to CT Arts Fest NPC with registration number 2021/620395/08.
4. That the necessary Grant-in-Aid agreement be completed prior to the disbursement of any funds.

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

FOR EXECUTION: Acting Municipal Manager

Section 2: Financial**Resolution M/2/268/03/25****REVENUE MANAGEMENT REPORT – FEBRUARY 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 February 2025 be noted.
2. That it be noted that the amount of R 78,920 has been written off as bad debt in the 50% settlement discount program and an amount of R 15,265 collected in the month of February 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.

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

FOR INFORMATION: Manager Revenue Services

Resolution M/2/269/03/25**SECTION 71 REPORT FOR THE MONTH OF FEBRUARY 2025**

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

Demarcation: All Wards
Delegation: MayCo

Resolved

That the Section 71 report for the month ended 28 February 2025 be noted.

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

F FOR INFORMATION: Manager Budget and Financial Reporting

Section 3: Corporate Services**Recommendation C/3/281/03/25****PROGRESS REPORT ON INDIVIDUAL PERFORMANCE MANAGEMENT SYSTEM
FEBRUARY 2025**

Portfolio Comm: Finance and Corporate Services
File Ref: 4/8/3

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

That the report on the progress of the implementation of the Individual Performance Management Systems for the month of February 2025, be noted.

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

For execution refer to Council resolution

Recommendation C/3/282/03/25**REPORT ON ENHANCING WORKPLACE TRUST AND WELL-BEING**

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 Council takes note of the report with the proposals.
2. That it be noted that lack of effective managerial practices in our workplace culture extends beyond wellness, deeper issues exist within our systems.
3. That they consider strategies that promote a corporate culture where employees feel valued, empowered and motivated.
4. That workplace enhancement is essential and should be prioritised.

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

For execution refer to Council resolution

Section 4: Community Services**Recommendation C/4/261/03/25****PROPOSED KLEIN PIESANG NATURE PARK (ERF 1895 AND 1897) ADOPT A PARK PROGRAMME**

Portfolio Comm: Engineering & Community Services
File Ref: 17/7

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That Council approves the adoption of the Klein Piesang Valley Nature Park by the Plettenberg Bay Community Environment Forum.
2. That the Community Services directorate and facilities management division be mandated to draft a Memorandum of Understanding (MoU) between Plettenberg Bay Community Environment Forum (PBCEF) and Bitou Municipality.
3. That the signed Memorandum of Understanding be submitted to the Portfolio Committee for noting.

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

For execution refer to Council resolution

Section 5: Engineering Services**Recommendation C/5/199/03/25****CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD
ENDING FEBRUARY 2025****Portfolio Comm:** Engineering & Community Services
File Ref: 5/7/1/12**Demarcation:** All Wards
Delegation: Council**Recommended by the Executive Mayor**

That the Council takes cognizance of the Capital Projects Implementation Plan (CPIP) for the period ending February 2025.

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

For execution refer to Council resolution

Recommendation C/5/200/03/25**REGISTRATION OF PROPOSED CAPITAL PROJECTS FOR POSSIBLE GRANT
FUNDING APPLICATIONS****Portfolio Comm:** Engineering & Community Services
File Ref: 5/7/1/12**Demarcation:** All Wards
Delegation: Council**Recommended by the Executive Mayor**

1. That Council endorses and approves the submission of the following capital projects with the aim of securing grant funding:

Parks and Recreation

- a. Construction of a regional cemetery

Roads and Stormwater

- a. Upgrading of Gravel Roads in Kranshoek
b. Upgrading of Gravel Roads in Wittedrift

Sports Facilities (from the Sports Master Plan dated 2024):

- a. Kwanokuthula Sports Field
b. New Horizons
c. Qolweni / Bossiesgif
d. Kranshoek
e. Town (Plettenberg Bay)
f. Kurland (Soccer)
g. Wittedrift

2. That the projects listed in 1 above be included in the (IDP) Integrated Development Plan project list as future projects.

Proposed: Councillor N P Kolwapi

Seconded: Councillor W J Nel

For execution refer to Council resolution

Section 6: Economic Development and Planning

Resolution C/6/180/03/25

It be noted that the reference to the Item has changed from PC to C

UPDATE REPORT ON THE NEW HORIZONS TAXI RANK

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** All Wards

File Ref: 9/1/3/6

Delegation: Portfolio Comm

Recommended by the Executive Mayor

1. That the Portfolio Committee acknowledge the report on the development and implementation of the New Horizons Taxi rank.
2. That the process of identifying the fourth (4th) beneficiary, led by the Ward Councillor and the ward committee, be finalised by the end of April 2025.

Proposed: Councillor W J Nel

Seconded: Councillor N P Kolwapi

Recommendation C/6/184/03/25

DEVELOPING AN EVENTS BYLAW FOR BITOU MUNICIPALITY

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** All Wards

File Ref: 9/1/3/6

Delegation: Council

Recommended by the Executive Mayor

That the Council gives permission to develop the Bitou Municipality Events Bylaw for the Bitou Municipality, that will assist in enabling events where temporary land use departures are required

Proposed: Councillor N P Kolwapi

Seconded: Councillor W J Nel

For execution refer to Council resolution

11. IN-COMMITTEE MATTERS

11.1 Confirmation of In-Committee Minutes

None

11.2 In-Committee Items

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

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 N P Kolwapi and Councillor J N Kamkam.

13. CLOSURE

The Executive Mayor closed the Open meeting at 14h43

CONFIRMED AND SIGNED

SIGNATURE:


The Executive Mayor: Councillor J N Kamkam


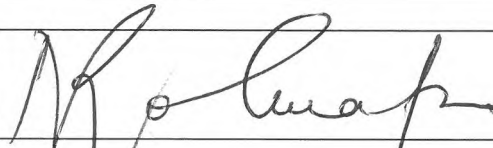

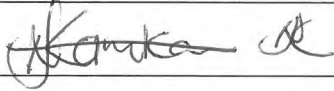
DATE:

23 April 2025

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 19 MARCH 2025 AT 09H00

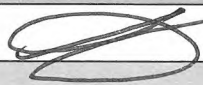



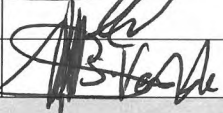
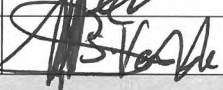
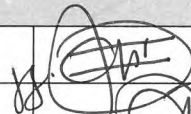

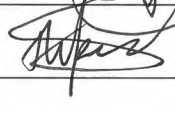
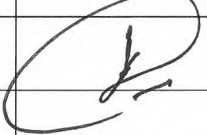
<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR J N KAMKAM (EXECUTIVE MAYOR)	
COUNCILLOR N P KOLWAPI (DEPUTY EXECUTIVE MAYOR)	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
NON – MEMBERS	SIGNATURE
COUNCILLOR M P BUSAKWE(SPEAKER)	
COUNCILLOR K DE BRUIN	
COUNCILLOR S E GCABAYI	
COUNCILLOR S A MANGXABA	
COUNCILLOR 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 WEDNESDAY; 19 MARCH 2025 AT 09H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Acting Municipal Manager	Mr A Paulse	
DIRECTORS		
Director: Corporate Services	Mr L Loliwe	
Director: Engineering Services	Mr V Felton	
Acting Director: Financial Services /Senior Manager Governance & Compliance	Mr F Lötter	
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		
Manager Communication & Customer Relations	Mr A Namntu	Virtual
Manager: Executive Mayor	Mr S Liwani	
Manager: Deputy Mayor Office	Mr V Thomas	
Chief Audit Officer	Mr C Koeberg	
Chief Risk Officer	Mrs C Van Staden	

ATTENDANCE REGISTER**BITOU LOCAL MUNICIPALITY**

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 19 MARCH 2025 AT 09H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Manager Economic Development	Mr L Jacobs	