

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 26 JUNE 2025 AT 09H02

1. OPENING

The Executive Mayor, Councillor J N Kamkam, welcomed everyone at 09h02 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

None

4. DECLARATION OF INTEREST

None

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Mayoral Committee Meeting: 22 May 2025

That the minutes of the Mayoral Committee Meeting of 22 May 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

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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**.

- *Finance & Corporate Services Portfolio Committee meeting held 19 May 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/1/325/06/25

COUNCIL RESOLUTION C/1/259/10/24 - RESPONSE ON THE REPORT FROM THE AUDIT AND PERFORMANCE AUDIT COMMITTEE – QUARTER 3 & 4 (2023/2024)

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

Recommended by the Executive Mayor

That Council take note of the responses received on the report from the Chairperson of the Audit and Performance Audit Committee on the 2023/24 Quarter 3 and Quarter 4, and the Review of the 2023/24 Annual Financial Statements and Performance Report.

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

For execution refer to Council resolution

Recommendation C/1/326/06/25**THE APPOINTMENT OF AUDIT COMMITTEE CHAIRPERSON**

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 Council notes that the members of the Audit and Performance Audit Committee have nominated Mr Hennessy as the Chairperson of the committee.
2. That Council appoints Mr Hennessy as the Chairperson of the Audit and Performance Audit Committee.

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

For execution refer to Council resolution

Recommendation C/1/327/06/25**MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: IRREGULAR EXPENDITURE
FLEET/FUEL ACCOUNT**

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 5/15/5/1 **Delegation:** Council

Recommended by the Executive Mayor

1. That Council notes the attached Irregular Expenditure to the value of R5 211 646.26 (between the period 14 December 2023 and 30 Jun 2024).
2. That Council notes the attached Irregular Expenditure to the value of R8 158 639.07 (between the period 01 Jul 2024 and 30 April 2025).
3. That Council notes the attached total registered Irregular Expenditure to the value of R13 370 285,33.
4. That it be noted that no financial harm was caused to the municipality, and that no one was prejudiced by the payments made to Nedbank Fleet Card Division.
5. That the disclosure notes on the financial statements be amended accordingly.
6. That no official can be held personally liable as value for money was had in the transactions.
7. That Council writes off the Irregular Expenditure to the amount of R13 370285.33.

8. That Council takes note of the enhancement of internal controls to prevent a recurrence of the matter.

Proposed: Councillor A R Olivier

Seconded: Councillor W J Nel

For execution refer to Council resolution

Section 2: Finance

Resolution M/2/285/06/25

REVENUE MANAGEMENT REPORT – MAY 2025

Portfolio Comm.: Finance & Corporate Services

Demarcation: All Wards

File Ref: 9/1/3/4

Delegation: MayCo

Resolved

1. That the Revenue management report for the month of May 2025 be noted.
2. That it be noted that the amount of R 97,581 has been written off as bad debt in the 50% settlement discount program and an amount of R 199,285 collected in the month of May 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.
3. That it be noted that the Municipality achieved a collection rate of average 89% as at 31 May 2025.
4. That it be noted that the total number of approved indigents are 5 026 as at 31 May 2025.
5. That it be noted that the Municipality debt is R 397,286,373.80 as at 31 May 2025.

Proposed: Councillor W J Nel

Seconded: Councillor N P Kolwapi

FOR EXECUTION:

cc.

Manager Revenue Services, Municipal Manager
Director Financial Services

Resolution M/2/287/06/25**SECTION 71 REPORT FOR THE MONTH OF MAY 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 May 2025, be noted.

Proposed: Councillor W J Nel**Seconded:** Councillor N P Kolwapi**FOR INFORMATION:** Manager Budget and Financial Reporting**Section 3: Corporate Services****Recommendation C/3/304/06/25****REPORT ON THE COMMUNITY WORKS PROGRAM****Portfolio Comm.:** Finance & Corporate Services**File Ref:** 9/1/3/3**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That the activities for May 2025, be noted.
2. That the Council appoints Ms. Sylvia Mtshamba as the champion for the Community Works Program on behalf of Bitou Municipality.
3. That the process of setting up the Local Reference Committee be prioritised for it to be properly constituted within three months.

Proposed: Councillor W J Nel**Seconded:** Councillor N P Kolwapi**For execution refer to Council resolution**

Section 4: Community Services**Recommendation C/4/284/06/25****THE DESIGNATION OF A WASTE MANAGEMENT OFFICER****Portfolio Comm:** Engineering & Community Services**Demarcation:** All Wards**File Ref:** 4/1/2/4**Delegation:** Council**Recommended by the Executive Mayor**

1. That Mr. Randal Bower, employee number 40000300 be appointed as Waste Management Officer, with immediate effect in order for the Municipality to comply with the National Environmental Management Waste Act, 2008 (Act 59 of 2008).
2. That the Department of Environmental Affairs and Development Planning (DEA&DP) be notified of the appointment.

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

For execution refer to Council resolution

Section 5: Engineering Services**Recommendation C/5/221/06/25****CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD ENDING MAY 2025****Portfolio Comm:** Engineering & Community Services**Demarcation:** All Wards**File Ref:** 5/7/1/12**Delegation:** Council**Recommended by the Executive Mayor**

That cognisance be taken of the Capital Projects Implementation Plan (CPIP) for the period ending May 2025.

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

For execution refer to Council resolution

Recommendation C/5/222/06/25

PORTION 9 OF THE FARM 432 KRANSHOEK: LE FLEUR ESTATE PROPOSAL TO OFF-SET DEVELOPMENT CHARGES IN LIEU OF ROAD UPGRADES

Portfolio Comm: Engineering & Community Services

File Ref: 5/7/1/12

Demarcation: Ward 7

Delegation: Council

Recommended by the Executive Mayor

That Council does not approve the off-set of the water and sewer Development Charges for any other purpose than installing and upgrading the required bulk water and sewer services as set out in the Service Level Agreement.

Proposed: Councillor A R Olivier

Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/5/223/06/25

ROADS, TRANSPORT AND STORM WATER CAPITAL PROJECT IMPLEMENTATION PLAN REPORT FOR PERIOD ENDING MAY 2025

Portfolio Comm: Engineering & Community Services

File Ref: 9/1/4/5/2

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

That the Council take note of Roads, Transport, and Stormwater Capital projects Implementation plan report for period ending May 2025.

Proposed: Councillor A R Olivier

Seconded: Councillor W J Nel

For execution refer to Council resolution

Section 6: Economic Development and Planning**Recommendation C/6/200/06/25****PROPOSED LAND-SWOP BETWEEN THE OLD APOSTOLIC CHURCH OF SOUTH AFRICA AND BITOU MUNICIPALITY**

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 18/5343/PB

Demarcation: Ward 6
Delegation: Council

Recommended by the Executive Mayor

1. That it be noted that a public participation process in relation to the proposed 'swap' of a portion of Erf 5343 (which is in ownership of the Municipality) with Erven 7228, 7234 and 7235 (which are in ownership of the Apostolic Church) was undertaken, and that no objections were received.
2. That as no objections have been received during the public participation process it be confirmed for the purposes of paragraph 3 of the Council resolution of 28 February 2017 (Item C/6/14/02/17) that the land swap may be proceeded with.

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

For execution refer to Council resolution

Recommendation C/6/201/06/25**MINOR ROAD 7211: PROPOSED DEPROCLAMATION**

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 9/1/3/5/2

Demarcation: Ward 2
Delegation: Council

Recommended by the Executive Mayor

That the Municipal Manager be authorised to make application in terms of the provisions of the Roads Ordinance, 1976 (Ord. 19 of 1976) for the Municipality to become the Roads Authority for Minor Road 7211, subject to the following conditions:

- (a) That it be recorded that it is the responsibility of the developer of Erf 9459 to undertake the required upgrading of the full length of Minor Road 7211 as well as the construction of a traffic circle at the intersection of Minor Road 7211 and the Piesang Valley Road to the satisfaction of the Municipality.
- (b) That the application for de-proclamation be not made until such time that all the required authorizations to allow the development of Erf 9459 have been obtained.

- (c) That the Provincial Department of Infrastructure (Roads) remains responsible for the maintenance of Minor Road 7211 until such time that the de-proclamation has been finalized.

Proposed: Councillor N P Kolwapi

Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/6/205/06/25

HUMAN SETTLEMENTS PIPELINE QUARTER 3 REPORT FOR A PERIOD ENDING IN APRIL 2025

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 Council takes cognisance of the progress report on Integrated Human Settlements Pipeline Projects for the quarter ending in April 2025.

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

No items for consideration

12. RECORDING OF COUNCILLORS PRESENT

The Mayoral Committee members recorded their presence in the following order.

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

For the record: Councillor A R Olivier attended the meeting virtually.

13. CLOSURE

The Executive Mayor closed the Open meeting at 10h59.

CONFIRMED AND SIGNED

SIGNATURE:


The Executive Mayor: Councillor J N Kamkam

DATE:

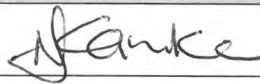
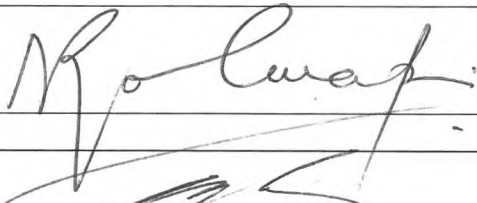

24 July 2025



ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 26 JUNE 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	Virtual
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	


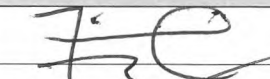

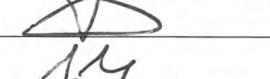
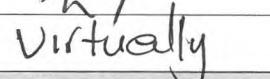
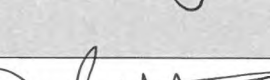
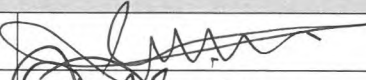


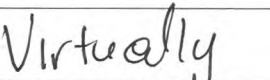
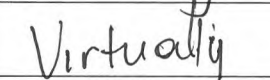

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ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY; 26 JUNE 2025 AT 09H00

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	
Director: Financial Services	Mr C Mapeyi	
Acting Director: Planning and Development	Mr L Gericke	
Acting Director: Community Services	Ms T Twani	
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	A Mbombo	
Manager Communication & Customer Relations	Mr A Namntu	
Manager: Executive Mayor	Mr S Liwani	
Manager: Deputy Mayor Office	Mr S Nkomo	
Chief Audit Officer Executive	Mr C Koeberg	
Chief Risk Officer	Mrs C Van Staden	

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ATTENDANCE REGISTER

Interested members of the Public

Thank you for attending.



NAME	CONTACT NO	EMAIL ADDRESS	REPRESENTING	SIGNATURE

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG
BAY ON THURSDAY, 26 JUNE 2025 AT 09H00