

MINUTES OF THE ORDINARY COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 9H05

1. OPENING

The Speaker welcomed everyone present at 9h05.

2. ATTENDANCE

As per the attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None

4. DECLARATION OF INTERESTS

For the record: Councillor D J Swart declared that he personally knows the proposed Audit Committee Chair under Item C/1/326/06/25.

FOR INFORMATION

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Special Council meeting dated 30 May 2025

Minutes of the Special Council meeting of 30 May 2025, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor A R Olivier

Seconded: Councillor J N Kamkam

5.2 Minutes of the Special Council meeting dated 09 June 2025

Minutes of the Special Council meeting of 09 June 2025, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor A R Olivier

Seconded: Councillor W J Nel

m.p

6. STATEMENTS AND COMMUNICATIONS BY:

6.1 The Executive Mayor

"Crags Area

Date: 30 July 2025 | Time: 06h00

A bush fire broke out in the Loreda/Crags area last night (29 July at 21h45). Response teams from Bitou Fire Services, MTO Forestry, local FMUs, and Garden Route District Fire Services are working together, with traffic services ensuring N2 safety.

Current Status:

Northern & Western lines: Contained

Southern & Eastern lines: Active – efforts ongoing

Strong winds overnight caused flare-ups. Teams remain on-site.

A joint briefing this morning will guide next steps. Updates to follow every 6 hours.

We thank all responders for their tireless efforts and urge the public to, for safety reasons, to be cautious"

6.2 The Speaker

None

7. PRESENTATION

None

8. ITEMS FOR INFORMATION, WHICH HAVE BEEN DEALT WITH BY THE EXECUTIVE MAYOR IN TERMS OF DELEGATED AUTHORITY

That it be noted that the items for information which have been dealt with by the Executive Mayor in terms of delegated authority at the Mayoral Committee Meeting held on and 24 July 2025 be **NOTED.**

FOR INFORMATION

Proposed: Councillor J N Kamkam

Seconded: Councillor A R Olivier

9. NOTING OF OUTSTANDING IMPLEMENTED COUNCIL RESOLUTIONS

1. That the outstanding implemented Council resolutions report dated 25 July 2025, be **NOTED.**

m.p

2. That it be noted that item C/1/310/03/25 and C/1/315/03/25 were withdrawn from the meeting that took place in March 2025 therefore they should be removed from the outstanding resolution report.

Proposed: Councillor S A L Mangxaba

Seconded: Councillor J N Kamkam

FOR INFORMATION

10. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)

Section 1: Office of the Municipal Manager

Resolution 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

Resolved

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 J N Kamkam

Seconded: Councillor N P Kolwapi

FOR INFORMATION:

Cc.

Chief Audit Executive
Municipal Manager

Resolution 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

Resolved

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 A R Olivier

EXECUTION: Chief Audit Executive

Cc. Municipal Manager

mf

Resolution C/1/328/07/25**BITOU MUNICIPALITY – RISK MANAGEMENT FRAMEWORK DOCUMENTS 2025-26**

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 2/11/4

Demarcation: All Wards
Delegation: Council

Resolved

That the Council approves the amended Risk Management Committee Terms of Reference 2025-26 V2.

Proposed: Councillor J N Kamkam
Seconded: Councillor W J Nel

EXECUTION: Chief Risk Officer
Cc. Municipal Manager

Resolution C/1/329/07/25**PERFORMANCE AGREEMENTS FOR THE SENIOR MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER**

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

Demarcation: All Wards
Delegation: Council

Resolved

1. That the Council takes note of the Performance Agreements of the Municipal Manager and Senior Managers directly accountable to the Municipal Manager for the financial year 1 July 2025 to 30 June 2026.
2. That the copies of the performance agreements be submitted to the MEC for local government.
3. That the performance agreements be made public within fourteen (14) days after the approval of the Service Delivery and Budget Implementation Plan.
4. That it be noted that the report on page 80, paragraph 2 of the Agenda must be corrected to read "ensure" instead of "unsure."

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

EXECUTION: Senior Manager Governance and Compliance
Cc. Municipal Manager

m.p

Resolution C/1/331/07/25**REPORTING OF IRREGULAR EXPENDITURE – PAYMENT TO BOQWANA BURNS ATTORNEYS AND ADV. CLH HARMS**

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

Resolved

1. That the irregular expenditure in the amount of R2,697,181.80, incurred for legal services rendered by Boqwana Burns Attorneys and Advocate C.L.H. Harms, be noted.
2. That the matter be referred to the Municipal Public Accounts Committee (MPAC) for investigation and recommendation to Council.
3. That the MPAC report back to the Council within 30 days from the date of investigation.
4. That a feedback report be submitted to the Council in August 2025, detailing the outcomes and recommendations of the Disciplinary Board on all cases and matters referred to it.
5. That a progress report on all irregular expenditure, along with a detailed action plan, be submitted to the Council in August 2025.

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

EXECUTION: Municipal Manager

Resolution C/1/332/07/25**APPOINTMENT OF ACTING DIRECTOR COMMUNITY SERVICES FOR A PERIOD NOT EXCEEDING THREE (3) MONTHS WITH EFFECT FROM 01 AUGUST 2025 UNTIL 31 OCTOBER 2025**

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 4/3/5/1/3 **Delegation:** Council

Resolved

That Council appointment Mr. Andile Sakati as Acting Director Community services for a period not exceeding three (3) months with effect from 01 August 2025 until 31 October 2025.

Proposed: Councillor A R Olivier
Seconded: Councillor C N-J Terblanche

EXECUTION: Manager HR Administration, Municipal Manager
Cc. Senior Manager Human Resources Management, Director Corporate Services

m.p

Resolution C/1/333/07/25**APPOINTMENT OF ACTING MUNICIPAL MANAGER FROM 2ND AUGUST 2025 UNTIL 24TH AUGUST 2025 (DURING MM STUDY LEAVE PERIOD)****Portfolio Comm:** Strategic Service & MM Office**File Ref:** 4/3/5/1**Demarcation:** All Wards**Delegation:** Council**Resolved**

That Mr. Victor Felton be appointed as Acting Municipal Manager for the period from 2 August 2025 to 24 August 2025.

Proposed: Councillor A R Olivier**Seconded:** Councillor T Mhlana**EXECUTION:** Manager HR Administration, Municipal Manager**Cc:** Senior Manager Human Resources Management, Director Corporate Services**Resolution C/1/334/07/25****PROGRESS REPORT - COMMUNICATION FROM MEC BREDELL IN RESPECT OF APPOINTMENT OF MR MONGEZI MDENA AS DIRECTOR: PLANNING AND DEVELOPMENT AT BITOU MUNICIPALITY****Portfolio Comm:** Strategic Services & Office of the MM**File Ref:** 4/3/5/1**Demarcation:** All Wards**Delegation:** Council**Resolved**

That Council take note of the content of the report.

Proposed: Councillor J N Kamkam**Seconded:** Councillor N P Kolwapi**FOR INFORMATION:** Manager HR Administration**Cc:** Municipal Manager, Senior Manager Human Resources Management, Director Corporate Services

m.p

Resolution C/1/335/07/25**DECLARATION OF VACANCY AND APPROVAL OF SELECTION AND RECRUITMENT PROCESS FOR THE FILLING OF POSITION - DIRECTOR PLANNING AND DEVELOPMENT**

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 4/3/5/1

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council take note of the content of the report.
2. That Council approves the Recruitment and Selection processes hereunder, in line with the Local Government: *Regulations on Employment and Conditions of Employment of Senior Managers*, as promulgated on 17 January 2014.

ACTIVITY	DATE
Advertising of position of Director Planning and Development (must be advertised within 14 days of receipt of council approval)	Sunday, 03 August 2025
Closing date (minimum of 14 days from the date of advertisement appearing and not more than 30 days)	Tuesday, 02 September 2025
Shortlisting (within 30 days of closing of advert)	Monday, 22 September 2025
Screening and competency assessments (within 21 days of shortlisting)	23 – 30 September 2025
Interviews (within 21 days of screening)	Thursday, 02 October 2025
Outcome report tabled in Council	Thursday, 30 October 2025
Successful candidate report for duty	Monday, 01 December 2025

3. That Council appoint the following persons as the Selection and Interview Panel in terms of both Regulations 12 and 15 of Government Gazette No. (37245) respectively:
 - (a) The Municipal Manager who will be the chairperson.
 - (b) Member of the Mayoral committee and Portfolio head of Planning & Development: Councillor N P Kolwapi and
 - (c) At least one other person; who is not a councillor or a staff member of the municipality, and who has the expertise or experience in the area of the advertised post.
 - (d) Two (2) Union Representatives, 1 union representative from IMATU and 1 Union Representative from SAMWU who will sit as an observers
4. That upon completion of the selection process a report containing the proposed appointment be tabled to Council to make the necessary appointment.

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

EXECUTION: Manager HR Administration, Municipal Manager
 Cc. Municipal Manager Senior Manager Human Resources Management,
 Director Corporate Services

Resolution C/1/336/07/25**DECLARATION OF VACANCY AND APPROVAL OF SELECTION AND RECRUITMENT PROCESS FOR THE FILLING OF POSITION - DIRECTOR COMMUNITY SERVICES****Portfolio Comm:** Strategic Services & Office of the MM**File Ref:** 4/3/5/1**Demarcation:** All Wards**Delegation:** Council**Resolved****RECOMMENDED BY THE MUNICIPAL MANAGER**

1. That Council take note of the content of the report.
2. That Council approves the Recruitment and Selection processes hereunder, in line with the Local Government: *Regulations on Employment and Conditions of Employment of Senior Managers*, as promulgated on 17 January 2014.

ACTIVITY	DATE
Advertising of position of Director Community Services <i>(must be advertised within 14 days of receipt of council approval)</i>	Sunday, 03 August 2025
Closing date <i>(minimum of 14 days from the date of advertisement appearing and not more than 30 days)</i>	Tuesday, 02 September 2025
Shortlisting <i>(within 30 days of closing of advert)</i>	Monday, 22 September 2025
Screening and competency assessments <i>(within 21 days of shortlisting)</i>	23 – 30 September 2025
Interviews <i>(within 21 days of screening)</i>	Wednesday, 01 October 2025
Outcome report tabled in Council	Thursday, 30 October 2025
Successful candidate report for duty	Monday, 01 December 2025

3. That Council appoint the following persons as the Selection and Interview Panel in terms of both Regulations 12 and 15 of Government Gazette No. (37245) respectively:
 - (a) *The Municipal Manager who will be the chairperson.*
 - (b) *Member of the Mayoral committee and Portfolio head of Community Services: Councillor A R Olivier*
 - (c) *At least one other person, who is not a councillor or a staff member of the municipality, and who has the expertise or experience in the area of the advertised post.*
 - (d) *Two (2) Union Representatives, 1 union presentative from IMATU and 1 Union Representative from SAMWU who will sit as an observers*
- 4 That upon completion of the selection process a report containing the proposed appointment be tabled to Council to make the necessary appointment.

Proposed: Councillor J N Kamkam**Seconded:** Councillor N Kolwapi**EXECUTION:** Manager HR AdministrationCc. Municipal Manager Senior Manager Human Resources Management,
Director Corporate Services

m.p

Resolution C/1/337/07/25

RESPONSE TO MOTION OF QUESTIONS: (13.9) ILLEGAL STRUCTURE ON ERF 156 AND DEVELOPMENT ON ERF 9170

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 18/156/PB

Demarcation: Ward 2
Delegation: Council

Resolved

That the Motion of Questions dated 18 June 2025 submitted by Councillor S A L Mangxaba and seconded by Councillor C N J Terblanche as well as the response to that motion, be noted.

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

FOR INFORMATION: Manager Planning & Building Control

Section 2: Finance

Resolution C/2/288/07/25

NERSA APPROVED ELECTRICITY TARIFFS FOR THE PERIOD 01 JULY 2025 TO 30 JUNE 2026

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

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council take note of NERSA approved Electricity tariffs and new tariff structure applicable 01 July 2025.
2. That the tariff increases be effective as of 01 July 2025.
3. That it be noted that information pamphlets will be developed in simple terms and distributed in the communities to create awareness of the increase in the electricity tariff, and that community development workers be equipped to respond to related enquiries.
4. That the Spaza Shop Policy be reviewed to ensure that the rates for prepaid electricity services offered by spaza shops are consistent with the municipality's approved tariff structure.

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

EXECUTION: Chief Financial Officer

m.p

Resolution C/2/290/07/25

ESTABLISHMENT OF THE REVENUE MANAGEMENT TASK TEAM ON DEBT MANAGEMENT

Portfolio Comm: Finance & Corporate Services

File Ref: 9/1/3/4

Demarcation: All Wards

Delegation: Council

Resolved

1. That Council take note of the establishment of a Task Team.
2. That Council approves the composition of the Task Team as follows;

(a) Portfolio Head Finance and Corporate Services	- Political Oversight
(b) Portfolio Head Engineering and Community Services	- Political Oversight
(c) Chief Financial Officer	- Delegation Oversight
(d) Director Engineering Services	- Member
(e) Manager Revenue Services	- Administrative Accountability
(f) Manager Water Services	- Member
(g) Manager Electrical Services	- Member
(h) Director Planning and Development	- Member
(i) Director Corporate Services	- Member
(j) Manager Integrated Human Settlements	- Invitee
(k) Legal advisor	- Invitee
3. That Council mandates the Accounting Officer through the Chief Financial Officer to develop the terms of reference.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

EXECUTION: Chief Financial Officer

Resolution C/2/291/07/25

LIST OF WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 30 JUNE 2025

Portfolio Comm: Finance & Engineering

File Ref: 5/15/6

Demarcation: All Wards

Delegation: Council

Resolved

1. That the Municipal 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 April 2025 to June 2025.

m.p

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.

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

EXECUTION: Chief Financial Officer

Resolution C/2/292/07/25

VIREMENT REPORT FOR THE FOURTH QUARTER ENDED 30 JUNE 2025

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

Demarcation: All Wards
Delegation: Council

Resolved

That cognisance be taken of the virements that have been considered or processed during the fourth quarter of the 2024 2025 financial year.

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

FOR INFORMATION: Chief Financial Officer

Resolution C/2/294/07/25

COST CONTAINMENT REPORT FOR THE QUARTER ENDING 30 JUNE 2025

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

Demarcation: All Wards
Delegation: Council

Resolved

That Council takes note of the Cost Containment report for the quarter ending 30 June 2025.

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

FOR INFORMATION: Chief Financial Officer

m.p

Resolution C/2/295/07/25

REPORT ON INVENTORY COUNT AT THE MUNICIPAL Q-STORES: QUARTER 4 (01 APRIL 2025 – 30 JUNE 2025) ANNUAL STOCK COUNT

Portfolio Comm: Finance & Engineering

File Ref: 9/1/3/4

Demarcation: All Wards

Delegation: Council

Resolved

That cognisance be taken of the Quarter 4, Inventory-Count Report for the period 01 April 2025 and 30 June 2025.

Proposed: Councillor W J Nel

Seconded: Councillor S A L Mangxaba

FOR INFORMATION: Manager Supply Chain Management

Resolution C/2/296/07/25

REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE 4th QUARTER 01 APRIL TO 30 JUNE 2025

Portfolio Comm: Finance & Corporate Services

File Ref: 8/1/5/5/2

Demarcation: All Wards

Delegation: Council

Resolved

That Council take note of the Supply Chain Management Implementation Report for the 4th Quarter, 01 April to 30 June 2025, of the 2024/25 procurement year in terms of Section 6(3) of the SCM Policy.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

FOR INFORMATION: Manager Supply Chain Management

m.p

Resolution C/2/297/07/25**PAYMENT CERTIFICATE PROJECT SPECIFIC APPOINTMENT SCM/2023/85/ENG – WATER PROFESSIONAL ENGINEERING SERVICES FOR A MULTI-YEAR PERIOD ENDING JUNE 2026 WADRIFT DAM AND NATURES VALLEY WTW UPDGRADE**

Portfolio Comm: Finance & Corporate Services
File Ref: 8/1/5/5/2

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council subject the report to Municipal Public Accounts Committee to determine if there is any possible irregular expenditure and determine its occurrence and report back to council with its recommendations.
2. That the Municipal Public Accounts Committee report back to the Council within 30 days from the date of investigation.

Proposed: Councillor J N Kamkam
Seconded: Councillor R Willemse

For the record: The following Councillors recorded their vote AGAINST the Item and the resolution; Councillor S E Gcabayi, Councillor S A L Mangxaba, Councillor T Mhlana, Councillor T Seti, Councillor K De Bruin and Councillor C N-J Terblanche.

EXECUTION: Chief Financial Officer

The Speaker adjourned the meeting at 12h19 and reconvened at 12h43.

Resolution C/2/298/07/25**SECTION 52(d) REPORT FOR THE QUARTER ENDING JUNE 2025**

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

Demarcation: All Wards
Delegation: Council

Resolved

That the Section 52(d) report for the quarter ending 30 June 2025, be noted.

Proposed: Councillor J N Kamkam
Seconded: Councillor W J Nel

FOR INFORMATION: Manager: Budget & Reporting

m.p

Section 3: Corporate Services**Resolution C/3/304/06/25****REPORT ON THE COMMUNITY WORKS PROGRAM****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 9/1/3/3**Delegation:** Council**Resolved**

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 A R Olivier**EXECUTION:** Manager Corporate Communications, IGR and Public Participation**Resolution C/3/313/07/25****Served as Addendum 1***CONDONATION OF STEPS TAKEN BY THE ADMINISTRATION TO FORMALISE A STRATEGIC PARTNERSHIP WITH SASSA FOR THE USE OF COMMUNITY FACILITIES****Portfolio Comm:** Finance & Corporate Services**Demarcation:** All Wards**File Ref:** 9/1/3/3**Delegation:** Council**Resolved**

1. That Council to take note of the report.
2. That Council condones the steps taken by the administration to formalise a 10-year strategic partnership between SASSA and Bitou Municipality for the use of community facilities by SASSA to service beneficiaries monthly at no cost.
3. That Council authorises the Accounting Officer to enter into a formal Memorandum of Understanding with SASSA for the use of the facilities for 10 years.

Proposed: Councillor W J Nel**Seconded:** Councillor A R Olivier**EXECUTION:** Manager Corporate Communications and Customer Relations, Municipal Manager

m.p

Section 4: Community Services**Resolution C/4/284/06/25****THE DESIGNATION OF A WASTE MANAGEMENT OFFICER**

Portfolio Comm: Engineering & Community Services
File Ref: 4/1/2/4

Demarcation: All Wards
Delegation: Council

Resolved

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 A R Olivier
Seconded: Councillor D J Swart

EXECUTION: Manager Integrated Waste Management

Resolution C/4/294/07/25**LIBRARY AND INFORMATION SERVICES: ASSIGNMENT AGREEMENT REGARDING THE OPERATION OF PUBLIC LIBRARIES BY MUNICIPALITIES IN WESTERN CAPE**

Portfolio Comm: Engineering & Community Services
File Ref: 17/5/1/2/3/4/5/6/P

Demarcation: All Wards
Delegation: Council

Resolved

1. That Council review and comment on the new "Assignment Agreement".
2. That the Municipality review and adopt the agreement if all legalities are addressed.
3. That Council must grant Municipal Manager the approval to sign the agreement and adopt it accordingly.

Proposed: Councillor A R Olivier
Seconded: Councillor R Willemse

EXECUTION: Manager Libraries & Information Services
Cc. Acting Director Corporate Services

m.p

Section 5: Engineering Services**Resolution C/5/221/06/25****CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD ENDING MAY 2025**

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

Demarcation: All Wards
Delegation: Council

Resolved

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

Proposed: Councillor A R Olivier
Seconded: Councillor D J Swart

FOR INFORMATION: Manager Programme Management Unit (PMU)

Resolution 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

Resolved

That Council does not approve the offset 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 D J Swart

FOR EXECUTION: Manager Programme Management Unit (PMU)

m.p

Resolution 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**Demarcation:** All Wards**File Ref:** 9/1/4/5/2**Delegation:** Council**Resolved**

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 D J Swart**FOR INFORMATION:** Manager Roads, Transport and Storm water**Resolution C/5/226/07/25****BUDGET FACILITY FOR INFRASTRUCTURE (BFI) FUNDING APPLICATION
PROGRAMME****Portfolio Comm:** Engineering & Community Services**Demarcation:** All Wards**File Ref:** 5/7/1/12**Delegation:** Council**Resolved**

That the Council takes cognisance of the proposed Budget Facility for Infrastructure Application programme.

Proposed: Councillor J N Kamkam**Seconded:** Councillor A R Olivier**FOR EXECUTION :** Manager Programme Management Unit (PMU)**Cc.** Director Engineering Services

Resolution C/5/229/07/25**CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD ENDING APRIL 2025****Portfolio Comm:** Engineering & Community Services**Demarcation:** All Wards**File Ref:** 5/7/1/12**Delegation:** Council**Resolved**

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

Proposed: Councillor A R Olivier**Seconded:** Councillor D J Swart**FOR INFORMATION:** Manager Project Management Unit (PMU)**Resolution C/5/230/07/25****REGISTRATION OF PROPOSED CAPITAL PROJECTS FOR POSSIBLE GRANT FUNDING APPLICATIONS****Portfolio Comm:** Engineering & Community Services**Demarcation:** All Wards**File Ref:** 5/7/1/12**Delegation:** Council**Resolved**

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

Parks and Recreation

Upgrading of the following Bitou Cemeteries

- a) Wittedrift
- b) Kwanokuthula
- c) Kranshoek
- d) Kurland
- e) New Horizons
- f) Plettenberg Bay Central

Solid Waste

Construction of a new Bulky Waste Facility

Water and Sanitation

- a) Ebenezer Outfall Sewer
- b) Kwanokuthula Outfall Sewer, Pumpstation, Rising Main and Reticulation
- c) Kurland Bulk Sewer Infrastructure
- d) Upgrading of the Kurland Bulk Water Sources, Treatment Works, Reservoir and Bulk Supply Pipelines

m.p

Electrical

Installation of High Mast Lights in the following area:

- a) Ebenezer
- b) Kwanokuthula
- c) New Horizons
- d) Qolweni / Bossiesgif
- e) Kranshoek
- f) Kurland
- 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 A R Olivier
Seconded: Councillor J N Kamkam

FOR EXECUTION: Manager Project Management Unit (PMU), Senior Manager Governance and Compliance, Manager IDP
 Cc Municipal Manager

Section 6: Planning & Development

Resolution C/6/200/06/25

PROPOSED LAND-SWOP BETWEEN THE OLD APOSTHOLIC 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

Resolved

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 S A L Mangxaba

EXECUTION: Manager: Planning & Building Control
 Cc. Acting Director Planning and Development

m.p

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

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** Ward 2
File Ref: 9/1/3/5/2 **Delegation:** Council

Resolved

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 D J Swart

EXECUTION: Manager: Building Control
Cc. Acting Director Planning and Development

Resolution 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

Resolved

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

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

EXECUTION: Manager Integrated Human Settlements
Cc. Acting Director Planning and Development

m.f

Resolution C/6/210/07/25**ERF 14 KURLAND: ALIENATION AND DEVELOPMENT: DETERMINATION OF MARKET VALUE**

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 18/14/KL

Demarcation: Ward 1
Delegation: Council

Resolved

That Council, for the purposes of Section 14(2)(b) of the MFMA and in accordance with the Valuation Report dated January 2025, determine the fair market value of Erf 14, Kurland, as R80,000.00.

Proposed: Councillor J N Kamkam
Seconded: Councillor R Willemse

EXECUTION: Manager Building Control
Cc. Acting Director Planning and Development

Resolution C/6/211/07/25**ERF 15320, PLETTENBERG BAY (EBENEZER): PROPOSED TECHNICAL SCHOOL**

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 18/15230/PB

Demarcation: Ward 4
Delegation: Council

Resolved

1. That Council take note the content of the letter dated 8 July 2025 received from the 'Hands on Foundation' as well as of the Implementation Manual that accompanied the letter.
2. That Council agrees in principle to support the request by the 'Hands on Foundation' to enter into a collaborative partnership to develop a portion of Erf 15320 for the purposes of a technical school, and that the Municipal Manager be authorised to follow the prescribed requirements to implement the project.

Proposed: Councillor J N Kamkam
Seconded: Councillor R Willemse

EXECUTION: Manager Building Control
Cc. Acting Director Planning and Development

m.p

11. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None received.

12. CONSIDERATION OF NOTICES OF MOTION

None received.

13. CONSIDERATION OF NOTICES OF QUESTION

- 13.9 Motion of Questions received in terms of Rule 37 of the Bitou Municipality's Rules of Order dated 18 June 2025 moved by Councillor S A L Mangxaba and seconded by Councillor C N J Terblanche titled: "**MOTION OF QUESTIONS: ILLEGAL STRUCTURE ON ERF 156 AND DEVELOPMENT ON ERF 9170**"

Please refer to Resolution C/1/336/07/25

FOR INFORMATION

- 13.10 Motion of Questions received in terms of Rule 37 of the Bitou Municipality's Rules of Order dated 17 June 2025 moved by Councillor C N J Terblanche and seconded by Councillor S A L Mangxaba "in relation to deviations and expenditure in relation to the appointment of legal service providers."

Resolved

That it be noted that the motion will not be considered for discussion as it is deemed defective due to an incorrect date and therefore WITHDRAWN by the mover.

Proposed: Councillor C N-J Terblanche

Seconded: Councillor S A L Mangxaba

FOR INFORMATION

- 13.11 Motion of Questions received in terms of Rule 37 of the Bitou Municipality's Rules of Order dated 17 July 2025 moved by Councillor T Mhlana and seconded by Councillor S A L Mangxaba "in relation to what extent the Municipality has endeavored to recover money from Mr. Memani and Bulelani Bans Inc."

Resolved

That it be noted that the Item was referred to the Ordinary Council In-Committee session of even date for consideration.

Proposed: Councillor T Mhlana

Seconded: Councillor S A L Mangxaba

m.p

14. CONSIDERATION OF MOTIONS OF EXIGENCY

None received.

15. IN-COMMITTEE MATTERS

15.1 CONFIRMATION OF MINUTES: (IN-COMMITTEE)

15.1.1 Minutes of the Special Council In-Committee Meeting dated 9 June 2025

Please refer to the In-Committee Addendum of the even date

15.2 CONSIDERATION OF IN-COMMITTEE REPORTS (NON- DELEGATED MATTERS)

Please refer to the In-Committee Addendum of the even date

16. RECORDING OF COUNCILLORS PRESENT

The Speaker, Councillor M P Busakwe requested that Councillors verbally record their presence during the Ordinary Council In-Committee meeting.

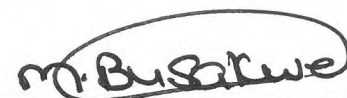
Councillor C N-J Terblanche, Councillor K De Bruin, Councillor N T Seti, Councillor T Mhlana, Councillor S E Gcabayi, Councillor S A L Mangxaba, Councillor M P Busakwe, Councillor J N Kamkam, Councillor N P Kolwapi, Councillor W J Nel, Councillor A R Olivier, Councillor R Willemse and Councillor D J Swart.

17. CLOSURE

The Speaker adjourned the Ordinary Council open meeting at 13h35 whereafter the Ordinary Council In-Committee session commenced at 14h43.

CONFIRMED AND SIGNED

SIGNATURE:



The Speaker, M P Busakwe

DATE:

25 August 2025



ATTENDANCE REGISTER

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 09H00

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M P BUSAKWE (Speaker)	<i>m. Busakwe</i>
COUNCILLOR K DE BRUIN	<i>K. De Bruin</i>
COUNCILLOR S E GCABAYI	<i>S. E. Gcabayi</i>
COUNCILLOR J N KAMKAM (Executive Mayor)	<i>J. N. Kamkam</i>
COUNCILLOR N P KOLWAPI (Deputy Executive Mayor)	<i>N. P. Kolwapi</i>
COUNCILLOR S A L MANGXABA	<i>S. A. L. Mangxaba</i>
COUNCILLOR T MHLANA	<i>T. Mhlana</i>
COUNCILLOR W J NEL	<i>W. J. Nel</i>
COUNCILLOR A R OLIVIER	<i>A. R. Olivier</i>
COUNCILLOR N T SETI	<i>N. T. Seti</i>
COUNCILLOR D J SWART	<i>D. J. Swart</i>
COUNCILLOR C N-J TERBLANCHE	<i>C. N-J. Terblanche</i>
COUNCILLOR R WILLEMSE	<i>R. Willemse</i>



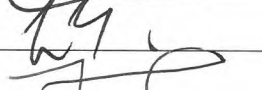
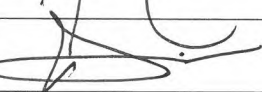

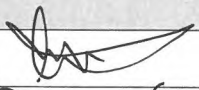

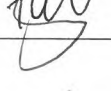


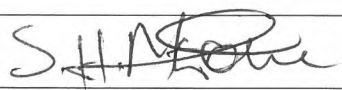

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ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 09H00

OFFICIALS

DESIGNATION	NAME	SIGNATURE
Municipal Manager	Mr M Memani	
DIRECTORS		
Director: Engineering Services	Mr V Felton	
Acting Director: Development and Planning	Mr L Gericke	
Director: Corporate Services	Mr L Loliwe	
Acting Director: Financial Services and Senior Manager Governance & Compliance	Mr C Mapeyi	
Acting Director: Community Services		
MANAGERS		
Manager Administration	Ms T M Wildeman	
Senior Admin Officer: Committee Services	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Senior Manager Governance & Compliance	Mr F Lotter	
Manager: Legal Services	Mr A Croutz	
Manager: Office of the Speaker	Ms A Mbombo	
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 S Nkomo	
Chief Risk Officer	Ms C Van Staden	
Manager: Planning	Mr C Schlieman	

m.p

BITOU LOCAL MUNICIPALITY

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 09H00

OFFICIALS

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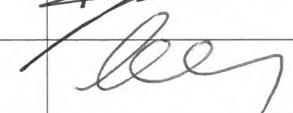
m. f

ATTENDANCE REGISTER



Interested members of the Public

ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES,
SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 09H00

Name	Contact number	Email address	Representing	Signature
Lobese MP	044 501 3001	Mlobese@plett.gov.za	Bitou Mun.	
C. van Graaf	082 974 5008	steyn@petite-bay.co.za	KPTA	

mf

Thank you for attending.

ATTENDANCE REGISTER



Interested members of the Public

**ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES,
SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 09H00**

Name	Contact number	Email address	Representing	Signature

Thank you for attending.

mp

ATTENDANCE REGISTER

Interested members of the Public



ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES,
SEWELL STREET, PLETTENBERG BAY ON WEDNESDAY, 30 JULY 2025 AT 09H00

Name	Contact number	Email address	Representing	Signature

Thank you for attending.

m.p