

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 24 JULY 2025 AT 09H09

1. OPENING

The Executive Mayor, Councillor J N Kamkam, welcomed everyone at 09h09 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: 26 June 2025

That the minutes of the Mayoral Committee Meeting of 26 June 2025, be and are hereby **CONFIRMED AND SIGNED**

Proposed: Councillor A R Olivier

Seconded: Councillor W J Nel

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

None

OK

9. NOTING OF OUTSTANDING / PARTIALLY IMPLEMENTED MAYCO RESOLUTIONS

That the noting of outstanding / partially implemented MayCo resolution report dated 21 July 2025, be **NOTED**.

Proposed: Councillor N P Kolwapi

Seconded: Councillor A R Olivier

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

Recommendation 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

Recommended by the Executive Mayor

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 the feedback report including all items addressed by disciplinary board its outcomes and recommendations be submitted by the end of August 2025.
5. That the report that contains irregular expenditure be presented in an action plan be submitted to Council by the end of August 2025.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

For execution refer to Council resolution

Section 2: Finance

Resolution M/2/289/07/25

REVENUE MANAGEMENT REPORT – JUNE 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 June 2025 be noted.
2. That it be noted that the amount of R 353 210 has been written off as bad debt in the 50% settlement
3. Discount program and an amount of R 564 477 collected in the month of June 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.
4. That it be noted that the amount of R 17 626 272 has been written off for indigent arrear debt, it being the amounts due at time of approval of indigents as per Council approved Indigent policy as well as the arrear amounts accumulated by already approved indigents as was approved by Council resolution C/2/272/04/25.
5. That it be noted that the Municipality achieved a collection rate of average 89% as at 30 June 2025.
6. That it be noted that the total number of approved indigents are 5 008 as at 30 June 2025.
7. That it be noted that the Municipality debt is R 389 186 811 as at 30 June 2025.

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

FOR EXECUTION: Manager Revenue Services
cc. Director Financial Services

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| Recommendation C/2/290/07/25 |
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| ESTABLISHMENT OF THE REVENUE MANAGEMENT TASK TEAM ON DEBT MANAGEMENT |
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Portfolio Comm: Finance & Corporate Services**File Ref:** 9/1/3/4**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

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 Corporate Services and BTO | - Political Oversight |
| (b) Portfolio Head Engineering | - Political Oversight |
| (c) Chief Financial Officer | - Delegation Oversight |
| (d) Director Engineering | - 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 A R Olivier**Seconded:** Councillor W J Nel**For execution refer to Council resolution**

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| Resolution M/2/293/07/25 |
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| SECTION 71 REPORT FOR THE MONTH OF JUNE 2025 |
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Portfolio Comm: Finance & Corporate Services**File Ref:** 9/1/3/4**Demarcation:** All Wards**Delegation:** MayCo**Resolved**

That the Mayoral Committee take note of Section 71 report for the month ended 30 June 2025.

Proposed: Councillor A R Olivier**Seconded:** Councillor W J Nel**FOR INFORMATION:** Manager Budget and Financial Reporting

Recommendation 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

Recommended by the Executive Mayor

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 execution refer to Council resolution

Recommendation 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**

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That Council allow the accounting officer to authorise the payment for work done to avoid any possible litigations and consequences that might arise from the litigation process example payment of moira interest, payment of litigation costs for the applicant and non-adherence to section 65 of the Municipal Finance Management Act.
2. 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.
3. That the MPAC report back to the Council within 30 days from the date of investigation.

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

For execution refer to Council resolution

Recommendation 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

Recommended by the Executive Mayor

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

Proposed: Councillor W J Nel

Seconded: Councillor N P Kolwapi

For execution refer to Council resolution

Section 3: Corporate Services

No items for consideration

Section 4: Community Services

No items for consideration

Section 5: Engineering Services

Recommendation C/5/226/07/25

BUDGET FACILITY FOR INFRASTRUCTURE (BFI) FUNDING APPLICATION PROGRAMME

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 cognisance of the proposed Budget Facility for Infrastructure Application programme.

Proposed: Councillor N P Kolwapi

Seconded: Councillor W J Nel

For execution refer to Council resolution

Section 6: Economic Development and Planning

No items for consideration

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.

For the record names where not recorded but all councillors were present: Councillor N P Kolwapi, Councillor W J Nel, Councillor J N Kamkam and Councillor A R Olivier.

13. CLOSURE

The Executive Mayor closed the Open meeting at 10h36.

CONFIRMED AND SIGNED

SIGNATURE:



The Executive Mayor: Councillor J N Kamkam

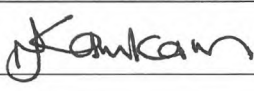
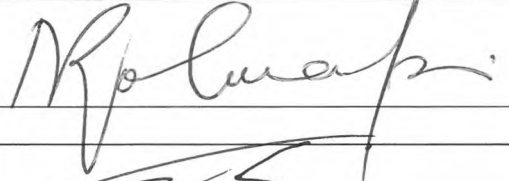

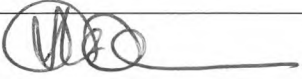
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19 AUGUST 2025

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 24 JULY 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 | |

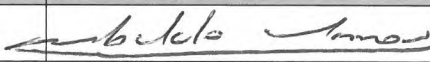
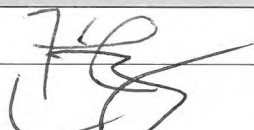
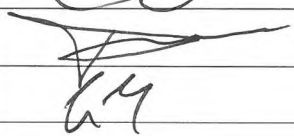
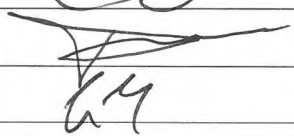










ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY; 24 JULY 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 | | |
| 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 | 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 THURSDAY, 24 JULY 2025 AT 09H00

OFFICIALS

[illegible]

JK

ATTENDANCE REGISTER

Interested members of the Public

Thank you for attending.



| NAME | CONTACT NO | EMAIL ADDRESS | REPRESENTING | SIGNATURE |
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**MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG
BAY ON THURSDAY, 24 JULY 2025 AT 09H00**

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