

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 25 AUGUST 2023 AT 9h02

1. OPENING

The Executive Mayor, Councillor D J Swart welcomed everyone present at 9h02 and requested a moment of silent prayer for guidance.

2. ATTENDANCE

As per attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None received.

4. DECLARATION OF INTEREST

None received.

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Mayoral Committee Meeting: 24 July 2023

That the minutes of the Mayoral Committee Meeting of 24 July 2023, be and are hereby **CONFIRMED AND SIGNED**.

Proposed: Councillor W J Nel

Seconded: Councillor M P Busakwe

6. COMMUNICATIONS BY THE EXECUTIVE MAYOR

None

7. PRESENTATIONS

None

8. NOTING OF OUTSTANDING / PARTIALLY IMPLEMENTED MAYCO RESOLUTIONS

That the noting of outstanding/partially implemented MayCo resolutions extracted on 18 August 2023, be noted.

For information

9. CONSIDERATION OF REPORTS (OPEN)

Section 1: Office of the Municipal Manager

Recommendation C/1/161/08/23

2022-2027 INTEGRATED DEVELOPMENT PLAN (IDP) – 2023/24 IDP ANNUAL REVIEW, BUDGET AND PMS TIME SCHEDULE

**Portfolio Comm: Strategic Services & Office of the MM Demarcation: All Wards
File Ref: 2/8/5 Delegation: Council**

Recommended by the Executive Mayor

1. That the draft IDP Process Plan, Budget and Performance time schedule be noted.
2. That a notice be place in the local newspaper and municipal website for public inputs and comments.
3. That the draft IDP Review, Budget and Performance time schedule be referred to the Strategic Services and Office of the Municipal Manager Portfolio Committee for deliberation and comments.

**Proposed: Councillor W J Nel
Seconded: Councillor M P Busakwe**

For execution refer to Council resolution

Section 2: Financial Services

Resolution M/2/145/08/23

OPCAR REPORT 2020-2022

**Portfolio Comm: Finance and Corporate Services Demarcation: All Wards
File Ref: 9/1/7 Delegation: MayCo**

Resolved

That the content of the OPCAR report 2020-2022, be noted.

**Proposed: Councillor M P Busakwe
Seconded: Councillor W J Nel**

FOR INFORMATION: Manager: AFS, Treasury & Accounting

Recommendation C/2/146/08/23

ANNUAL REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY 2022/23 FINANCIAL YEAR

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That Council take note of the Annual Supply Chain Management Implementation Report for the period 01 July 2022 to 30 June 2023.
2. That the report be made public in accordance with Section 21 (a) of the Municipal Systems Act.

Proposed: Councillor W J Nel
Seconded: Councillor M P Busakwe

For execution refer to Council resolution

Resolution M/2/147/08/23

REVENUE MANAGEMENT REPORT – JULY 2023

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 July 2023 be noted.
2. That it be noted that the amount due by approved indigents amounted to R 7,564,281.06 at end July 2023 but excludes the new approved indigent balances that will be processed in the month of August 2023.
3. That it be noted that the amount due by approved indigents will be written off in August 2023, in line with clause 10.6.4 of the approved Customer Care, Credit control and debt collection, Indigent and tempering policy.
4. That it be noted that the amount of R 28,349 has been written off as bad debt in the 50% settlement discount program and an amount of R 18,137 collected in the month of July 2023.

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

FOR INFORMATION: Manager Revenue
Cc: Director Financial Services

Resolution M/2/149/08/23

SECTION 71 REPORT FOR THE MONTH OF JULY 2023

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

Demarcation: All Wards
Delegation: MayCo

Resolved

That the Section 71 Report for the month ended 31 July 2023, be noted.

Proposed: Councillor D J Swart
Seconded: Councillor J N Kamkam

FOR INFORMATION: Acting Director: Financial Services

Recommendation C/2/150/08/23

FINAL ANNUAL BUDGET: 2023/24 TO 2025/26 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF) OUTCOMES LETTER: BITOU MUNICIPALITY

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

That Council take note of outcome letter for the 2023/24 Final Budget.

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

For execution refer to Council resolution



Recommendation C/2/151/08/23

1ST ADJUSTMENT BUDGET – ADJUSTMENT BUDGET OF THE 2023/24 MTREF

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

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the 1st Annual Adjustments Budget of Bitou Municipality for the financial year 2023/2024, be approved as follows:
 - a) Table B2: Adjustments Budget Financial Performance (expenditure by standard classification)
 - b) Table B3: Adjustments Budget Financial Performance (expenditure by municipal vote)
 - c) Table B4: Adjustments Budget Financial Performance (revenue by source)
 - d) Table B5: Adjustments Budget Capital Expenditure for both multi-year and single year by vote, standard classification and funding
 - e) Table B6: Budgeted Financial Position
 - f) Table B7: Budgeted Cash Flow
 - g) Table B8: Cash backed reserves/Accumulated surplus reconciliation
 - h) Table B9: Asset Management
 - i) Table B10: Basic service delivery measurement
 - j) Supporting Tables SB1 – SB 20
2. That the Departmental Service Delivery Budget Implementation Plan be reviewed within directorates where applicable.
3. That the Adjustments Budget be submitted to the authorities and in the format as required by law.

Proposed: Councillor D J Swart
Seconded: Councillor J N Kamkam

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

No Items for consideration.

Section 6: Economic Development and Planning

No Items for consideration.

10. IN – COMMITTEE MATTERS

10.1 CONFIRMATION OF IN-COMMITTEE MINUTES

Minutes of the Mayoral In-Committee Meeting: 24 July 2023

That the minutes of the Mayoral In-Committee Meeting of 24 July 2023, be and hereby **CONFIRMED AND SIGNED**

Proposed: Councillor W J Nel

Seconded: Councillor M P Busakwe

10.2 IN-COMMITTEE ITEMS

No Items for consideration

11. RECORDING OF COUNCILLORS PRESENT

Mayoral Committee members recorded their presence in the following order during the In-Committee MayCo session;

Councillor W J Nel, Councillor M P Busakwe, Councillor J N Kamkam and Councillor D J Swart.

12. CLOSURE

The Executive Mayor closed the meeting at 9h27.

CONFIRMED AND SIGNED

SIGNATURE:



The Executive Mayor: Councillor D J Swart

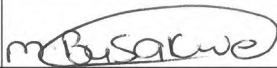



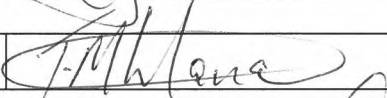

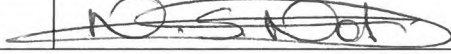

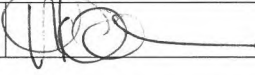
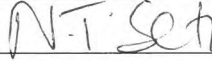


DATE:

04 October 2023



ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING OF BITOU LOCAL MUNICIPALITY HELD IN
THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET,
PLETTENBERG BAY ON FRIDAY, 25 AUGUST 2023 AT 11H30

<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR M P BUSAKWE (Deputy Executive Mayor)	
COUNCILLOR S E GCABAYI	 S. E. Gcabayi
COUNCILLOR J N KAMKAM	
COUNCILLOR N P KOLWAPI	
COUNCILLOR S A MANGXABA	
COUNCILLOR T MHLANA	
COUNCILLOR H MITCHELL	
COUNCILLOR N NDAYI	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
COUNCILLOR N T SETI	
COUNCILLOR D J SWART (Executive Mayor)	
COUNCILLOR C N-J TERBLANCHE (Speaker)	

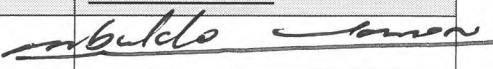

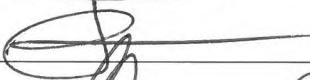



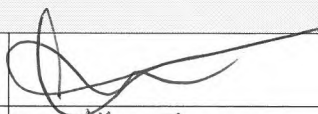
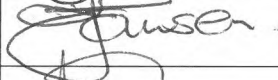




ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 25 AUGUST 2023 AT 11H30

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Mr M Memani	
DIRECTORS		
Acting Director: Financial Services & Senior Manager: Governance and Compliance	Mr F Lötter	
Acting Director: Corporate Services & Manager Legal Services	Mr A Croutz	
Acting Director: Economic Development and Planning	Mr. C Schliemann	
Director: Community Services	Ms M Paulsen	
Director: Engineering Services	Mr V Felton	
MANAGERS		
Manager: Administration	Mrs. T Wildeman	
Principal Committee Officer	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Manager: Executive Mayor	Mr H Nieuwoudt	
Manager: Deputy Executive Mayor	Mr M James	
Manager: Office of the Speaker	Mr R Plaatjies	VIRTUAL
Manager: Communications	Mr A Namntu	
Chief Audit Executive	Ms H Bester	Virtual
Risk Management	Mrs C Van Staden	VIRTUAL

10P
Communications officer

T Henge
Y. Mayika


VIRTUAL



ATTENDANCE REGISTER



Interested members of the Public

Thank you for attending

Name	Contact number	Email address	Representing	Signature
Adele Van Dyke	0792793170	adele@alliancewa.co.za	AMC	
Adele Johnson	0812892085	adele@alliancewa.co.za	AMC	
CHRISTO XLOK	044-533-5155	N.A	WARD TWO	

SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON FRIDAY, 25 AUGUST 2023 AT 11H30