

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 22 MAY 2025 AT 09H05

1. OPENING

The Executive Mayor, Councillor J N Kamkam, welcomed everyone at 09h05 and requested Councillor A R Olivier 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: 23 April 2025

That the minutes of the Mayoral Committee Meeting of 23 April 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

That the Items for information which have been dealt with by the respective Portfolio Committees as indicated below be **NOTED**.

- *Strategic Services & Office of the Municipal Manager Portfolio Committee meeting held 17 April 2025*
- *Engineering & Community Services Portfolio Committee meeting held 17 April 2025*
- *Finance & Corporate Services Portfolio Committee meeting held 12 March 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**

No Items for consideration

Section 2: Financial

Recommendation C/2/280/05/25

LIBRARY GRANTS – VAT LIABILITY MUNICIPALITIES

Portfolio Com: Finance and Corporate Services
File Ref: 5/7/1/1

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the Council take note of the report in respect of the VAT liability on libraries stemming from the accounting treatment of grant receipts for the library function.
2. That the Council supports the opinion of Advocate Michael Bishop dated 27 March 2025.

3. That the Council supports the process to commence legal action against the interpretation of the South African Revenue Services with the issuing of General Binding Rule (GBR 74) dated 4 October 2024

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

For execution refer to Council resolution

Resolution M/2/282/05/25

REVENUE MANAGEMENT REPORT – APRIL 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 April 2025 be noted.
2. That it be noted that the amount of R 149,353 has been written off as bad debt in the 50% settlement discount program and an amount of R 268,477 collected in the month of April 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.
3. That a task team be established by the Municipal Manager to investigate the high rate of outstanding debt reported across all areas, to identify the possible causes, and to submit a separate monthly report detailing the progress made in respect of the findings.

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

FOR EXECUTION: Manager Revenue Services, Municipal Manager
cc. Director: Financial Services (CFO)

Resolution M/2/283/05/25**SECTION 71 REPORT FOR THE MONTH OF APRIL 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 30 April 2025 be noted.

Proposed: Councillor W J Nel**Seconded:** Councillor A R Oliver**FOR INFORMATION:** Manager Budget and Financial Reporting**Section 3: Corporate Services**

No items for consideration

Section 4: Community Services**Recommendation C/4/277/05/25****QUARTERLY REPORT FOR THE PLETT SHARK SPOTTING PROGRAMME****Portfolio Comm:** Engineering & Community Services**File Ref:** 17/11/13/5**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That the Plett Shark Spotters Annual Report 2024 be noted.
2. That Council commends the Plett Shark Spotters for their continued commitment to public safety, environmental stewardship, and youth employment in Bitou.

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

For execution refer to Council resolution

Section 5: Engineering Services

Recommendation C/5/214/05/25

ROADS, TRANSPORT AND STORM WATER CAPITAL PROJECT IMPLEMENTATION PLAN REPORT FOR PERIOD ENDING APRIL 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 April 2025.

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

For execution refer to Council resolution

Recommendation C/5/216/05/25

CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD ENDING APRIL 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 cognisance of the Capital Projects Implementation Plan (CPIP) for the period ending April 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/6/196/05/25****BITOU MUNICIPALITY: THIRD GENERATION AIR QUALITY MANAGEMENT PLAN
(2025 – 2030)****Portfolio Comm:** Strategic Services and Office of the MM**File Ref:**

9/1/3/7

Demarcation: All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That the Municipal Council adopts and approves the Bitou Municipality Air Quality Management Plan (Third Generation, 2025 – 2030).
2. That the Environmental air Management Officer is hereby designated as the Air Quality Officer in terms of Section 14(3) of the NEM: AQA (Act No. 39 of 2004).
3. That a Service Level Agreement be concluded with the Garden Route District Municipality to provide guidance and assistance in air quality management, particularly in areas where Bitou currently lacks capacity.
4. That it be determined whether funding is available to support the posts within the newly established division, namely Environmental and Resource Protection: Coastal Biodiversity Management.

Proposed: Councillor W J Nel**Seconded:** Councillor N P Kolwapi**For execution refer to Council resolution****Recommendation C/6/197/05/2025****PROPOSED MEMORANDUM OF UNDERSTANDING/AGREEMENT BETWEEN
BITOU MUNICIPALITY AND FREE MARKET FOUNDATION****Portfolio Comm:** Strategic Services and Office of the MM**File Ref:**

9/1/6

Demarcation: All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That the Council approve the Memorandum of Understanding between the Municipality and Free Market Foundation at no cost to Council.
2. That the Municipal Manager signs the Memorandum of Understanding on behalf of the Municipality.

3. That the Municipal Manager be represented by the Managers Legal Services, Land Use Management and Integrated Human Settlements in executing the agreed services between the two parties.

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

For execution refer to Council resolution

Recommendation C/6/198/05/25

WESTERN CAPE HOUSING DEMAND DATABASE STATISTICS

Portfolio Comm: Strategic Services and Office of the MM
File Ref: 9/1/6

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That the Council take cognizance of the report generated from the Western Cape Demand Database, better known as "Waiting List"
2. That policy directives regarding allocations be considered specifically for child-headed households.
3. That the housing database list be made accessible or published for public viewing during open days.

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

For execution refer to Council resolution

11. IN-COMMITTEE MATTERS**11.1 Minutes of the Mayoral Committee Meeting: 23 April 2025**

That the minutes of the Mayoral In- Committee meeting of 23 April 2025, be and are hereby **CONFIRMED AND SIGNED.**

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

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 during the In-Committee session.

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

13. CLOSURE

The Executive Mayor closed the Open meeting at 10h02 and convened the In-Committee session 10h11 for the approval of the minutes.

The MayCo In-Committee session closed at 10h13.

CONFIRMED AND SIGNED

SIGNATURE:


The Executive Mayor: Councillor J N Kamkam


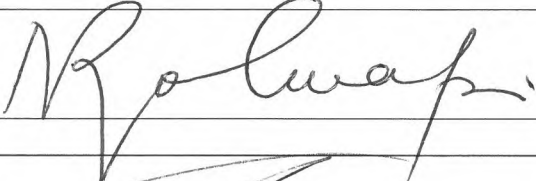


DATE:

26 June 2025

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY, 22 MAY 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	

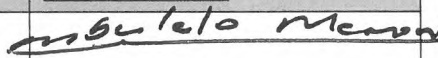
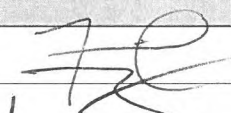

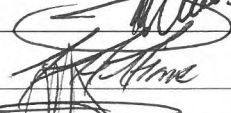

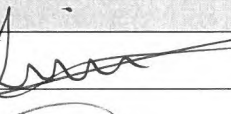

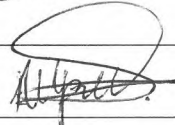
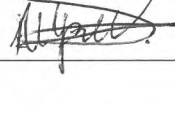




ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON THURSDAY; 22 MAY 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	
Acting Director: Financial Services /Senior Manager Governance & Compliance	Mr F Lötter	
Acting Director: Planning and Development	Mr M Minne	
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	Virtually
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, 22 MAY 2025 AT 09H00

OFFICIALS

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