

# **Ordinary Council (OPEN) Meeting**

## **30 July 2025**

### **Addendum 1:**

<b>ITEM NO</b>	<b>SUBJECT</b>	<b>FILE REF</b>	<b>PG</b>
<b>SECTION 3 : CORPORATE SERVICES</b>			
<b>C/3/313/07/25</b>	<b>CONDONATION OF STEPS TAKEN BY THE ADMINISTRATION TO FORMALISE A STRATEGIC PARTNERSHIP WITH SASSA FOR THE USE OF COMMUNITY FACILITIES</b>	<b>9/1/3/3</b>	<b>3</b>

**SECTION 3**  
**CORPORATE SERVICES**

**Section 3: Corporate Services**

**ITEM C/3/313/07/25**

**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  
**File Ref:** 9/1/3/3  
**Demarcation:** All Wards  
**Delegation:** Council

**Attachments:** None

**Report from:** Director Corporate Services

**Author:** Manager Corporate Communications and Customer Relations

**Date:** 28 July 2025

**PURPOSE OF THE REPORT**

For the Council to condone the permission granted to the South African Social Security Services (SASSA) to use our facilities to deliver essential services to our communities for a period of ten (“10”) years.

**BACKGROUND /DISCUSSION**

The Bitou Municipality acknowledges the South African Social Security Agency (SASSA) as a vital partner in delivering essential services to our communities. We commend SASSA’s ongoing efforts in supporting vulnerable groups through the registration and disbursement of social grants.

Historically, SASSA has operated from municipal facilities across Bitou without a formal agreement. However, on Thursday, 24 July 2025, a service disruption occurred in Kranshoek when SASSA officials declined to assist beneficiaries—many of whom were elderly—due to the absence of a formal usage agreement. This incident caused significant concern within the community and negatively impacted on the municipality’s reputation.

In response, the Bitou Municipality is taking decisive steps to prevent future disruptions. A formal 10-year Memorandum of Understanding (MoU) is being prepared to authorize SASSA’s continued use of municipal facilities for monthly service delivery. In the interim, a letter signed by Director of Corporate Services, Advocate Luvuyo Loliwe, was issued to SASSA on 28 July 2025, granting temporary authorization to continue operations.

In the spirit of intergovernmental cooperation, SASSA will not be charged for the use of these facilities. This agreement underscores our shared commitment to ensuring uninterrupted service to the most vulnerable members of our society.

## Section 3: Corporate Services

### **FINANCIAL IMPLICATION**

Waiving of hiring fees for facilities in the different wards for the monthly SASSA grant payment schedule.

### **EXECUTIVE SUMMARY**

To prevent future SASSA-related service disruptions, the municipality is taking steps to formalize a **10-year Memorandum of Understanding (MoU)** with SASSA, allowing them to use municipal facilities for monthly service delivery at no cost. In the meantime, a letter signed by Director Corporate Services, Advocate Luvuyo Loliwe, was issued on 28 July 2025 to authorize continued use of the facilities until the MoU is finalized.

### **RELEVANT LEGISLATION**

POPI Act, PAIA, Municipal Systems Act, Constitution of the Republic of South Africa

### **RECOMMENDED BY THE MUNICIPAL MANAGER**

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.