



**ORDINARY MEETING OF THE COUNCIL**

**GEWONE VERGADERING VAN DIE RAAD**

**INTLANGANISO YESIQHELO YEBHUNGA**

**MINUTES / NOTULE /**

**IMIZUZU**

**DATE / DATUM / UMHLA : 31 JULY / JULIE / JULAYI 2024**

**VENUE / PLEK / INDAWO : BANQUETING HALL /**  
**BANKETSAAL**

**CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU**  
**HERMANUS**

**TIME / TYD / IXESHA: 10:00**

# OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

## MINUTES OF AN ORDINARY COUNCIL MEETING HELD IN THE BANQUETING HALL, CIVIC CENTRE, HERMANUS, ON 31 JULY 2024 AT 10:00

---

**PRESENT:** Councillors were present as per attached attendance register.






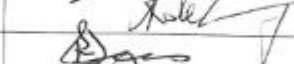
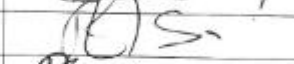



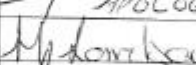

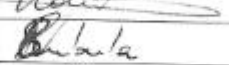
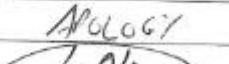

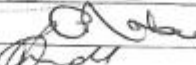
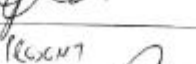







**OFFICIALS PRESENT:** Dr D O'Neill, Municipal Manager  
Ms S Reyneke-Naudé, Director : Financial Services  
Ms D Arrison, Director : Corporate Services  
Mr S Swartz, Director : Community Services  
Mr S Müller, Chief Engineer: Infrastructure Services  
Mr R Kuchar, Divisional Manager : Town & Spatial Planning  
Ms R Louw, Divisional Manager : Strategic Support Services  
Mr D van der Heever, Internal Audit Executive  
Mr J Wilkinson, Principal Legal Advisor  
Mr R Fraser, Chief: Traffic  
Mr J du Toit, Chief: Law Enforcement  
Mr E Solomons, Assistant Chief: Fire, Health & Safety  
Mr D Esau, Assistant Chief: Safety, Security & CCTV  
Mr T Gcotyelwa, Acting Manager: Integrated Human Settlements & Development  
Ms H van Tonder, Manager: Administrative Support Services  
Ms R Steenekamp, Assistant Media Liaison & Social Media Liaison Officer  
Ms N Nomaqhula, General Assistant  
Ms S Swart, Senior Committee Officer

**ALSO PRESENT:** Members of the Public

**MINUTES/....**

OVERSTRAND MUNICIPALITY  
ATTENDANCE REGISTER

COUNCIL MEETING  
31 JULY 2024

ALDERMEN/COUNCILLORS	SIGNATURE
AFRICA, F	
BANDEZA, V	
BEYI, S	
BRICE, KD	
COETZEE, DP	
COHEN, G	
DE CONING, CA	
DEES, RM	
ELS, T	
FOURIE, SH	
GILLION, E	
GRIMBEEK, MD	
KOMANI, AS	
LERM, CH	
LOMBARD, H	APOLLOGY opening of MC Parliament
NGQANDANA, K	
NOMATITI, M	
NOMBULA, BG	
NQINATA, NNT	APOLLOGY
NTSABO, L	
NUTT, R	
RABIE, AL	
RESANDT, CT	
SIHLAHLA, M	
TAFU-NWONKWO, CC	PRESENT
VAN STADEN, JA	
WILLIAMS, SH	

**1. OPENING**

The Speaker, Ald G Cohen, opened the meeting and Cllr S Williams opened with prayer. The Municipal Manager, Dr D O'Neill, read the convening notice.

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

**Cllr C Lerm  
Ald N Nqinata**

**RESOLVED:**

that the above-mentioned applications for leave of absence **be approved.**

**3. CONFIRMATION OF MINUTES**

- 3.1 Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Friday, 31 May 2024** at **10:00**

**RESOLVED:**

that the Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Friday, 31 May 2024** at **10:00** **be confirmed.**

- 3.2 Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 26 June 2024** at **10:00**

**RESOLVED:**

that the Minutes of a **Special Meeting** of the **Overstrand Municipal Council** held on **Wednesday 26 June 2024** at **10:00** **be confirmed.**

**4. MATTERS ARISING FROM THE MINUTES**

None

**5. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE SPEAKER / EXECUTIVE MAYOR**

The Speaker, Ald G Cohen, mentioned a letter received from MMC Lerm, regarding his declaration of interest, seeking clarity if permission from Council is needed when a fulltime councillor is a businessman and not a salaried employee. The Municipal Manager, Dr D O'Neill, explained that, should councillors have businesses outside of council and do not receive a salary, they do not need permission from council.

The Speaker, Ald G Cohen, reminded councillors of the information session on the new organogram taking place after this council meeting.

The Speaker, Ald G Cohen, also referred to changes to ward committees which will also be dealt with before the information session regarding the new organogram.

**6. CONSIDERATION OF RECOMMENDATIONS MADE BY THE EXECUTIVE MAYOR TO COUNCIL, IN TERMS OF SECTION 160(2) OF THE CONSTITUTION, 1996, AND SECTION 59(1)(a) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT 2000 (ACT 32 OF 2000)**

**6.1**

**HOUSING: TRANSFER OF 90 HOUSING UNITS TO BENEFICIARIES IN PEACH HOUSES PROJECT, ZWELIHLE**

**(ITEM 1 PAGE 1 : COMMUNITY SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 12 JUNE 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that Council **approves** the sale of the 24 (twenty four) rental units, Zwelihle, to the immediate family based on the following options, namely;
  - a) Individual Non-Credit Linked Programme (INC)
  - b) Finance Linked Individual Subsidy Programme (FLISP)
  - c) Private purchase;
2. that the sales price of R27,100.00 (zero rated VAT) per property (land building) **be approved**;
3. that the following procedure for potential beneficiaries to finalise subsidy applications, **be approved**:
  - (a) that potential beneficiaries be given 30 days written notice to complete their subsidy application documentation; and
  - (b) that potential beneficiaries that do not respond to the first notice (30 days) be given a final written notice of 7 days.
4. that, in the absence of the original tenant(s), the housing opportunity be **considered** for immediate family that qualify in terms of the applicable subsidy to purchase the particular property.

**RESPONSIBLE OFFICIAL :**

**TA GCOTYELWA**

**TARGET DATE FOR IMPLEMENTATION :**

**01 AUGUST 2024**

**6.2**

**REVISED DRESS CODE GUIDELINES**

**(ITEM 1 PAGE 1 : MANAGEMENT SERVICES PORTFOLIO -  
MAYORAL COMMITTEE MEETING : 12 JUNE 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the Revised Dress Code Guidelines **be approved**.

**RESPONSIBLE OFFICIAL:**

**L BUCCHIANERI**

**TARGET DATE FOR IMPLEMENTATION:**

**1 AUGUST 2024**

**6.3**

**DRAFT INDUCTION & ONBOARDING POLICY**

**(ITEM 2 PAGE 10 : MANAGEMENT SERVICES PORTFOLIO -  
MAYORAL COMMITTEE MEETING : 12 JUNE 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the draft of the Induction & Onboarding Policy **be approved.**

**RESPONSIBLE OFFICIAL:**

**L BUCCHIANERI**

**TARGET DATE FOR IMPLEMENTATION:**

**1 AUGUST 2024**



**6.4**

**REVISED DECLARATION OF INTEREST AND PRIVATE WORK POLICY**

**(ITEM 3 PAGE 18 : MANAGEMENT SERVICES PORTFOLIO -  
MAYORAL COMMITTEE MEETING : 12 JUNE 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the Revised Declaration of Interest and Private Work Policy **be approved.**

**RESPONSIBLE OFFICIAL:**

**L BUCCHIANERI**

**TARGET DATE FOR IMPLEMENTATION:**

**1 JULY 2024**

**6.5**

**SIGNED PERFORMANCE AGREEMENTS OF THE MUNICIPAL MANAGER AND SECTION 56 (DIRECTORS) APPOINTEES FOR 2024/25**

**(ITEM 5 PAGE 1 : MAYORAL COMMITTEE MEETING : 18 JULY 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the signed performance agreements of the Municipal Manager and Section 56 (Directors) appointees for 2024/25 **be noted**.

**RESPONSIBLE OFFICIAL :**

**RG LOUW**

**TARGET DATE FOR IMPLEMENTATION :**

**NOTED**

**6.6**

**REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC) TO THE OVERSTRAND MUNICIPAL COUNCIL**

**(ITEM 6 PAGE 3 : MAYORAL COMMITTEE MEETING : 18 JULY 2024)**

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the report from the JAPAC to the Overstrand Municipal Council **be noted**.

**RESPONSIBLE OFFICIAL :**

**DC VAN DER HEEVER**

**TARGET DATE FOR IMPLEMENTATION :**

**31 JULY 2024**

**6.7****MONTHLY REPORT TO COUNCIL ON THE SUPPLY CHAIN MANAGEMENT (SCM) POLICY FOR MAY 2024****(ITEM 7 PAGE 64 : MAYORAL COMMITTEE MEETING : 18 JULY 2024)****RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for May 2024, **be noted**;
2. that the awards made in terms of Paragraph 17(1)(c), approved in terms of the delegated authority for May 2024, **be noted**; and
3. that the awards made through the Bid Committee system and formal written price quotations for May 2024, **be noted**.

**RESPONSIBLE OFFICIAL :****C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

**6.8****MONTHLY REPORT TO COUNCIL ON THE SUPPLY CHAIN MANAGEMENT (SCM) POLICY FOR JUNE 2024****(ITEM 8 PAGE 80 : MAYORAL COMMITTEE MEETING : 18 JULY 2024)****RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for June 2024, **be noted**;
2. that the awards made in terms of Paragraph 17(1)(c), approved in terms of the delegated authority for June 2024, **be noted**; and
3. that the awards made through the Bid Committee system and formal written price quotations for June 2024, **be noted**.

**RESPONSIBLE OFFICIAL :****C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

**7. CONSIDERATION OF REPORTS****7.1****FEEDBACK TO COUNCIL ON REPORTS CONSIDERED BY THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) : 2023/2024****H van Tonder  
21 June 2024****Manager: Administrative Support Services  
(028) 313 8037**

---

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of reports which were submitted to the Municipal Public Accounts Committee (MPAC) for consideration in terms of the reporting requirements as per section 79(A)(4) of the Municipal Structures Act (Act No 117 of 1998) for the 2023/2024 financial year.

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that it **be noted** that all the reports as mentioned in this item were submitted to and noted by the Municipal Public Accounts Committee (MPAC).

**RESPONSIBLE OFFICIAL:****S SWART****IMPLEMENTATION DATE:****31 JULY 2024**

## 7.2

**DISSOLUTION OF TENDER APPEAL COMMITTEE FOR AWARDS ABOVE R10 MILLION**

**J Wilkinson**  
**1 July 2024**

**Principal Legal Advisor**

**(028) 313-8917**

**EXECUTIVE SUMMARY**

To request Council's approval for the dissolution of the tender appeal committee (hereinafter referred to as the "Appeal Committee") which was established for the purposes of being an appropriate appeals authority to deal with section 62 appeals arising from the implementation of the Overstrand Municipality's Supply Chain Management Policy, in cases where the Municipal Manager was the decision-making authority. At present the Appeal Committee consists of the following officials:

- a) Senior Manager: Legal Services (Chairperson);
- b) Legal Advisor (Deputy Chairperson);
- c) Legal Advisor: Additional Court (Member); and
- d) Senior Manager: Property Administration (Member).

**RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

that the appeal committee which was established for the purposes of being an appropriate appeals authority to deal with section 62 appeals arising from the implementation of the Overstrand Municipality's Supply Chain Management Policy, in cases where the Municipal Manager was the decision-making authority, **be dissolved.**

**RESPONSIBLE OFFICIAL :**

**J WILKINSON**

**TARGET DATE FOR IMPLEMENTATION :**

**1 AUGUST 2024**

### 7.3 CONFIRMATION, CORRECTION AND REPLACEMENT OF EXISTING MUNICIPAL TRIBUNAL MEMBERS

R Kuchar                      Divisional Manager: Town & Spatial Planning  
2 July 2024

(028) 3138087

#### EXECUTIVE SUMMARY

Council at its meeting held on 28 October 2020 took the following decision:

#### **“RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. *that the municipal officials that will serve on the Municipal Planning Tribunal are the Director: Infrastructure & Planning (Mr S Müller), Director: Economic Development & Tourism (Mr S Madikane), Deputy Director: Engineering Services (Mr H Blignaut) and Senior Manager: Strategic Services (Ms R Louw);*
2. *that Ms H Janser from the Provincial Department of Environmental affairs and Development Planning be appointed as the external member to the Municipal Planning Tribunal and Ms Dalene Carstens as second;*
3. *that the members of the MPT mentioned in 1. and 2. Above be appointed for a five-year period starting from 8 February 2021;*
4. *that the legally prescribed process be followed to include an additional, external, publicly nominated member of the MPT; and*
5. *that Ms H Janser from the Provincial Department of Environmental Affairs be appointed as Chairperson of the MPT and the Director: Infrastructure & Planning (Mr S Müller) as Deputy Chairperson of the MPT.”*

As the organisational structure has been amended, Council needs to reconfirm existing members according to new directorates and posts. Further as a result of restructuring, the Director of Economic Development and Tourism needs to be replaced by the newly created Director of Planning and Development.

#### **RESOLVED (SUPPORTED BY 25 COUNCILLORS):**

1. that the following Municipal officials be re-affirmed as members of the MPT:
  - Chief Engineer - Infrastructure Services – Mr. S. Müller
  - Principal Engineer -Civil Infrastructure Planning – Mr. H. Blignaut
  - Divisional Manager - Strategic Support Services – Ms. R. Louw



2. that the Director Economic Development and Tourism be replaced by the Director Planning and Development;
3. that Ms. H. Janser of Provincial Administration be re-affirmed as member; and
4. that the above members be affirmed for the remainder of the five-year period as prescribed in Council Resolution dated 28 October 2020.

**RESPONSIBLE OFFICIAL :**

**R KUCHAR**

**TARGET DATE FOR IMPLEMENTATION :**

**4 SEPTEMBER 2024**

**CLLR S WILLIAMS LEFT THE MEETING AT 10:48 WITH PERMISSION FROM THE SPEAKER**

**7.4****CONDONEMENT OF DESIGNATIONS IN PREVIOUSLY APPROVED POLICIES****D Arrison  
08 July 2024****Director : Corporate Services****(028) 313 8004**

---

**EXECUTIVE SUMMARY**

The purpose of the report is to obtain Council's approval for the reference to designations in all current Policies previously adopted by Council, to be condoned according to the approved revised organisational structure, in place after 1 July 2024.

**RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

that the designations in the current Policies be condoned to read according to the new designations and be implemented retrospectively from 1 July 2024.

**RESPONSIBLE OFFICIAL :****D ARRISON****TARGET DATE FOR IMPLEMENTATION :****IMMEDIATELY**

**7.5****PROPOSED AMENDMENT OF CONTRACT NO. SC 1890C/2018: WATER AND WASTEWATER BULK WORKS OPERATION AND MAINTENANCE**

**H Blignaut**  
**15 July 2024**

**Principal Engineer: Civil Infrastructure Planning**  
**(028) 313 5047**

**EXECUTIVE SUMMARY**

Overstrand Municipality has an existing contract with Veolia Services Southern Africa (Pty) Ltd (Veolia) for the operation and maintenance of bulk water and wastewater infrastructure.

The purpose of this report is to provide the necessary information and motivation for the proposed fourth amendment of Contract SC1890C/2018: Water and Wastewater Bulk Works Operation and Maintenance, in terms of the enabling provisions of sections 33 and 116(3) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA), to enable Council to make an informed decision whether to consent to the proposed amendment of the contract.

**RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

1. that Council takes cognisance of the reasons for and the estimated financial implications of the proposed amendment of Contract SC 1890C/2018 between Overstrand Municipality and Veolia Services Southern Africa (Pty) Ltd for the operation and maintenance of the bulk water and wastewater infrastructure, in terms of the enabling provisions of Sections 33 and 116(3) of the Local Government: Municipal Finance Management Act 2003 (Act 56 of 2003);
2. that Council takes cognisance of the correspondence received from National Treasury in respect of the proposed amendment of Contract SC 1890C/2018, as well as the administration's response to National Treasury; and
3. that Council consents to the proposed amendment of Contract SC1890C/2018 between Overstrand Municipality and Veolia Services Southern Africa (Pty) Ltd for the operation and maintenance of the bulk water and wastewater infrastructure.

**RESPONSIBLE OFFICIAL:****H BLIGNAUT****TARGET DATE FOR IMPLEMENTATION :****1 AUGUST 2024****TARGET DATE TO INFORM APPLICANT :****N/A****TARGET DATE TO INFORM OBJECTOR :****N/A**

**THE DEMOCRATIC ALLIANCE REQUESTED A CAUCUS AT 11:02**

**THE MEETING RESUMED AT 11:13**

**7.6**

**CONSIDERATION OF INDIGENT POLICY OF THE OVERSTRAND MUNICIPALITY**

**S Reyneke-Naude  
09 July 2024**

**Director : Finance**

**(028) 313 8040**

---

### **EXECUTIVE SUMMARY**

The purpose of the report is to present the Indigent Policy to Council for consideration in view of the contents of this report.

### **RESOLVED (SUPPORTED BY 24 COUNCILLORS):**

that the item **be referred back** in order for the Legal Department to reword the definition of 'Income' in the Policy and that the item be resubmitted at a Special Council Meeting for which the date be established as soon as possible.

**RESPONSIBLE OFFICIAL :**

**S REYNEKE-NAUDE  
E HOONEBERG**

**TARGET DATE FOR IMPLEMENTATION :**

**1 AUGUST 2024**

**CLLR M SIHLAHLA LEFT THE MEETING AT 11:18 WITH PERMISSION FROM THE SPEAKER**

7.7

**QUARTERLY BANK ACCOUNT WITHDRAWALS IN TERMS OF SECTION 11(4)  
OF THE MFMA FOR THE QUARTER ENDED JUNE 2024****BA King  
22 July 2024****Senior Manager: Financial Services****(028) 313 8154**

---

**EXECUTIVE SUMMARY**

Report prepared as part of the financial reporting obligations arising from section 11(4) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the consolidated quarterly report in respect of Bank Account Withdrawals in terms of Section 11(4) of the MFMA for the quarter ended June 2024, **be noted**.

**RESPONSIBLE OFFICIAL :****BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

## 7.8

**BUDGET REPORT AND SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR THE QUARTER ENDED JUNE 2024****BA King**  
**22 June 2024****Senior Manager: Financial Services****(028) 313 8154**

---

**EXECUTIVE SUMMARY**

Report prepared as part of the reporting obligations arising from section 52(d) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the budget report and service delivery and budget implementation plan for the quarter ended June 2024, prepared as part of the reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003 and additional information, **be noted**;
2. that the content of the report for the 4<sup>th</sup> quarter of the 2023/2024 financial year, on the top level Service Delivery and Budget Implementation Plan **be noted**; and
3. that the income foregone in terms of the Local Government: Municipal Property Rates Act, for the 2022/2023 financial year, **be noted**.

**RESPONSIBLE OFFICIALS :****BA KING**  
**RG LOUW****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

## 7.9

**REVISED DELEGATION OF POWERS AND DUTIES**

D Arrison  
08 July 2024

Director : Corporate Services

(028) 313 8004

---

**EXECUTIVE SUMMARY**

The purpose of the report is to obtain Council's approval for the revised Delegation of Powers and Duties.

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the revised Delegations of Powers and Duties, **be approved** and implemented retrospectively from 1 July 2024.

**RESPONSIBLE OFFICIAL :**

**D ARRISON**

**TARGET DATE FOR IMPLEMENTATION :**

**19 AUGUST 2024**

**7.10****SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2023/2024:  
4<sup>th</sup> QUARTER: 01 APRIL 2024 TO 30 JUNE 2024****C Le Roux  
05 July 2024****Divisional Manager: Supply Chain Management  
(028) 313 8107**

---

**EXECUTIVE SUMMARY**

In terms of Paragraph 6(3) of Overstrand Municipality's Supply Chain Management Policy, the Municipal Manager must, within 10 days of the end of each quarter, submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor.

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the activities undertaken, and outcomes achieved in the implementation of the Overstrand Municipality's Supply Chain Management Policy for the 4<sup>th</sup> Quarter of 2023/2024 **be noted**.

**RESPONSIBLE OFFICIAL :****C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**



## 7.11

**ANNUAL SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT IN TERMS OF PARAGRAPH 6(2)(a) OF THE POLICY: 2022/2023**

C Le Roux  
15 July 2024

Divisional Manager: Supply Chain Management

(028) 313 8107

**EXECUTIVE SUMMARY**

The Local Government: Municipal Finance Management Act, No. 56 of 2003 (MFMA), requires the municipality to have and implement a Supply Chain Management (SCM) Policy which gives effect to the provisions of Part 1 of Chapter 11 of the Act that deals with 'Supply Chain Management'.

On 30 May 2005, the Municipal Supply Chain Management Regulations were promulgated. The Overstrand Municipality's Supply Chain Management Policy was approved in terms of these Regulations by Council on 25 June 2008.

Although the MFMA prohibits a Councillor from being a member of a bid committee or any other committee evaluating or approving quotations or tenders, Council has an oversight role to ensure that the accounting officer implements all supply chain management activities in accordance with this policy. For the purposes of such oversight, Council's Supply Chain Management Policy, Paragraph 6(2)(a) requires that the Accounting Officer must "within 30 days of the end of each financial year, submit a report on the implementation of the policy to the Council of the municipality."

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the Supply Chain Management Implementation Report for the 2023/2024 financial year submitted in terms of Paragraph 6(2)(a) of the Supply Chain Management Policy, **be noted**;
2. that, following the provisions of Paragraph 6(2)(a) of the Supply Chain Management Policy, **the report be made public** in accordance with Section 21A of the Local Government: Municipal Systems Act, No. 32 of 2000; and
3. that the schedules of Deviations and Irregular Expenditure **be disclosed** as a note to the Annual Financial Statements for the 2023/2024 financial year.

**RESPONSIBLE OFFICIAL :**

**C LE ROUX**

**TARGET DATE FOR IMPLEMENTATION :**

**15 AUGUST 2024**

## 7.12

**ANNUAL STOCK TAKING FOR 2023/2024: MUNICIPAL STORES****C Roets**  
**15 July 2024****Manager: Contracts & Logistics****(028) 313 8951**

---

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the annual stock-take conducted:

**On Monday 24 June 2024 at:**

Gansbaai Store (08h30 to 13h00)

Kleinmond Store (13h45 to 16h30)

**On Tuesday 25 June 2024 at:**

Hermanus Store: (08h30 to 16h30)

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the surplus and deficit stock be accounted against the appropriate vote numbers and permission granted to correct stock values;
2. that the redundant stock as recorded on 30 June 2024 be **written off**; and
3. that the stock as recorded on 30 June 2024 be taken as the starting balance of the 2024/2025 stock register.

**RESPONSIBLE OFFICIAL :****C ROETS****TARGET DATE FOR IMPLEMENTATION :****15 AUGUST 2024**

**8. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER (IF ANY)**

None

**9. CONSIDERATION OF NOTICES OF MOTIONS / QUESTIONS**

None

**10. CONSIDERATION OF MOTIONS OF EXIGENCY (IF ANY)**

None

The meeting adjourned at 11:31

28/08/2024  
DATE

  
\_\_\_\_\_  
THE SPEAKER – G COHEN