



ORDINARY MEETING OF THE COUNCIL
GEWONE VERGADERING VAN DIE RAAD
INTLANGANISO YESIQHELO YEBHUNGA

A G E N D A

I-AJENDA

DATE / DATUM / UMHLA : 27 SEPTEMBER / SEPTEMBER
2023

VENUE / PLEK / INDAWO : BANQUETING HALL /
BANKETSAAL
CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU
HERMANUS

TIME / TYD / IXESHA : 10:00

MUNICIPALITY / MUNISIPALITEIT / UMASIPALA WE-OVERSTRAND

Office of the Municipal
Manager
Municipal Offices
HERMANUS

18 September / Septemba 2023

NOTICE TO ALL ALDERMEN & COUNCILLORS

ORDINARY MEETING OF THE OVERSTRAND MUNICIPAL COUNCIL

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of the **OVERSTRAND MUNICIPAL COUNCIL** will be held in the **Banqueting Hall, Civic Centre, Hermanus**, on **WEDNESDAY, 27 SEPTEMBER 2023** at **10:00** to consider the business set forth in the subjoined agenda.

The attention of Councillors is directed to the Code of Conduct for Councillors, Schedule 7 of the Local Government : Municipal Structures Act, 1998 (Act 117 of 1998).

D O'NEILL
MUNICIPAL MANAGER

KENNISGEWING AAN ALLE RAADSHERE & RAADSLEDE

GEWONE VERGADERING VAN DIE OVERSTRAND MUNISIPALE RAAD

KENNIS WORD HIERMEE GEGEE dat 'n **GEWONE VERGADERING** van die **OVERSTRAND MUNISIPALE RAAD** gehou sal word in die **Banketsaal, Burgersentrum, Hermanus**, op **WOENSDAG, 27 SEPTEMBER 2023** om **10:00** om die sake op meegaande sakelys te bespreek.

Raadslede se aandag word gevestig op die Gedragskode vir Raadslede, Skedule 7 van die Wet op Plaaslike Regering : Munisipale Strukture, 1998 (Wet 117 van 1998).

D O'NEILL
MUNISIPALE BESTUURDER

ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA

INTLANGANISO YESIQHELO YEBHUNGA LIKAMASIPALA WE-OVERSTRAND

OKU KUKWAZISA ukuba intlanganiso **YESIQHELO yeBHUNGA LIKAMASIPALA WE-OVERSTRAND**, iza kuba se **I-Banqueting Hall, kwiZiko LoLUNTU, eHermanus, uLWESITHATHU, Umhla we 27 SEPTEMBER 2023, ngeye-10:00** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

OCeba bayacelwa ukuba baqwalasele isikhokelo sokuziphatha sooCeba, iShedyuli 7 kaRhulumente wooMasipala: uMthetho weeNkqubo zikaMasipala, uMthetho -1998 (uMthetho we-117 ka-1998).

D O'NEILL
UMPHATHI KAMASIPALA

AGENDA/...

COUNCIL

27 September 2023

INDEX

<u>ITEM</u>		<u>PAGE NUMBER</u>
1.	OPENING	1
2.	APPLICATIONS FOR LEAVE OF ABSENCE	1
3.	CONFIRMATION OF MINUTES	1
4.	STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE SPEAKER / EXECUTIVE MAYOR	1
5.	CONSIDERATION OF REPORTS	
5.1	MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR AUGUST 2023	2-18
5.2	NON-COMPLIANCE WITH PARAGRAPH 17 OF THE OVERSTRAND MUNICIPALITY SCM POLICY: TRAVEL SERVICES	19-21
5.3	A PORTION OF ERF 1071 DE KELDERS: DEVIATION FROM THE APPROVED TARIFF AND ADMINISTRATION OF IMMOVABLE PROPERTY POLICY: UMZALI CIVILS (PTY) LTD	22-29
6.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER (IF ANY)	30
7.	CONSIDERATION OF NOTICES OF MOTIONS / QUESTIONS	30
8.	CONSIDERATION OF MOTIONS OF EXIGENCY (IF ANY)	30

1. OPENING

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of an **Ordinary Meeting** of the **Overstrand Municipal Council** held on **Wednesday, 30 August 2023** at **10:00**

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

5. CONSIDERATION OF REPORTS**5.1****MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR AUGUST 2023****C Le Roux**
4 September 2023**Deputy Director: Finance & SCM****(028) 313 8107**

1. Executive Summary

The purpose of this report is to inform Council of all deviations from the Supply Chain Management Policy, approved by the delegated authority in terms of Paragraph 36 of the Supply Chain Management Policy, approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for August 2023.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Finance
Department: Supply Chain Management

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Provision and maintenance of municipal services

4. Delegated Authority

None

5. Legal Requirements

Local Government: Municipal Finance Management Act 2003, (Act 56 of 2003)
Local Government: Municipal Systems Act 2000, (Act 32 of 2000)
Overstrand Municipality Supply Chain Management Policy dated 25 June 2008, as amended.

6. Background/Discussion/Evaluation/Conclusion**Background**

The purpose of this report is to ensure that Council maintains oversight over the implementation of the Supply Chain Management Policy. In terms of Paragraph 36(2) of the said policy, the Accounting Officer must record the

reasons for any deviations in terms of Paragraph 36(1) of the policy and report same to council.

Discussion

A. Deviations - Paragraph 36(1)(a)

Paragraph 36(1)(a) of Council's Supply Chain Management (SCM) Policy allows circumstances for deviations from the procurement processes. Furthermore, the policy requires in Paragraph 36(2), that the reasons for any deviations from the procurement processes must be recorded and be reported to Council.

Deviations approved in terms of Paragraph 36(1)(a) for August 2023 is attached as **Annexure A**.

B. Awards in terms of Paragraph 16(1)(b) and 17(1)(c)

In terms of Paragraph 16(1)(b) and 17(1)(c) of the SCM Policy, where the Written or Formal Written Price Quotation process has been followed for procurement and it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the Chief Financial Officer (CFO) or an official designated by the CFO.

In terms of Paragraph 16(1)(b) and 17(2) of the said policy, the designated official must report all such approvals made by the official in terms of their sub-delegation to the Chief Financial Officer.

A schedule of all such approvals for August 2023 is attached as per **Annexure B**.

C. Value of all Awards (Procurement transactions)

All procurement transactions undertaken with regards to tenders, transversal contracts, amendment of contracts, formal written price quotations (in excess of R30 000), written price quotations (below R30 000) awarded in terms of the Supply Chain Management Policy for August 2023.

A schedule of these awards for August 2023 is attached as **Annexure C**.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Schedule of deviations from the procurement processes approved in terms of sub-delegations

Annexure B: Schedule of approvals in terms of Paragraph 16(1)(b) and 17(1)(c)

Annexure C: Schedule of awards made through the Bid Committee system, formal written price quotations in excess of R30 000 and all price quotations below R30 000

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for August 2023, **be noted**;
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for August 2023, **be noted**; and
3. that the awards made through the Bid Committee system, formal written price quotations in excess of R30 000 and price quotations below R30 000 for August 2023, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(a) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - AUGUST 2023

#	Request	Supplier	Approved Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
1	SCD3506/2023	IMESA - Institute of Municipal Engineering of Southern Africa	17-Aug-23	36(1)(a)(v)	R 19 739,13	R -	R 2 960,87	R 22 700,00	2023 IMESA Conference
2	SCD3507/2023	JUNO CORP (Pty) Ltd	17-Aug-23	36(1)(a)(i)	R 884,33	R -	R 132,65	R 1 016,98	Cleaning of Stormwater Blockage
3	SCD3508/2023	Jacqueline Conference and Event Planners CC	15-Aug-23	36(1)(a)(v)	R 60 894,26	R -	R 9 134,14	R 70 028,40	Attendance of Fire Management Symposium
4	SCD3509/2023	The Wildlife and Environment Society of South Africa (WESSA)	25-Aug-23	36(1)(a)(v)	R 128 043,48	R -	R 19 206,52	R 147 250,00	WESSA Blue Flag Beaches
5	SCD3510/2023	Earlyworx 282 (Pty) Ltd	17-Aug-23	36(1)(a)(ii)	R 365 217,39	R -	R 54 782,61	R 420 000,00	Postage for Franking Machine
6	SCD3513/2023	CT LAB (Pty) Ltd	24-Aug-23	36(1)(a)(ii)	R 260 869,57	R -	R 39 130,43	R 300 000,00	Supply of annually licensed Web-based Power Quality Monitoring System and maintenance of related instruments
7	SCD3514/2023	Alim and Fire (Pty) Ltd	23-Aug-23	36(1)(a)(i)	R 72 608,70	R -	R 10 891,30	R 83 500,00	Procurement of Ammunition
8	SCD3516/2023	Library and Information Association of South Africa (LIASA)	28-Aug-23	36(1)(a)(v)	R 4 608,70	R -	R 691,30	R 5 300,00	2023 LIASA Annual Conference (Libraries)

TOTAL	8	R 912 865,55	R -	R 136 929,83	R 1 049 795,38
--------------	----------	---------------------	------------	---------------------	-----------------------



Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - August 2023									
Received only one quote by closing time and date of submission of quotation									
Received only two quotes at closing time and date of submission of quotation									
#	Order #	Supplier	Date	Value (Excl. VAT)	VAT	Value (Incl. VAT)	Reason Code	Comments / Line description	
1	264249	LUMBER & LAWN	20230713	R 5 105,80	R 765,87	R 5 871,67	10	36 RS RAPID SUPER CHAIN REEL	
2	264196	FUNCTION HIRE.COM	20230718	R 4 817,67	R 722,64	R 5 540,31	10	DECOR FOR NOMINATED WOMENS DAY EVENT	
3	264308	FUNCTION HIRE.COM	20230808	R 19 700,00	R 2 955,00	R 22 655,00	10	CATERING FOR WOMENS DAY EVENT	
4	264317	GANSBAAI BUILD IT (PTY) LTD	20230719	R 5 617,16	R 842,54	R 6 459,70	10	CUPBOARD MATERIAL	
5	264372	HERMANUS GAS CC	20230731	R 2 856,52	R 428,48	R 3 285,00	10	DEPOSIT 3 X19 GAS CYLINDERS	
6	264373	MASTER ORGANICS	20230725	R 5 120,00	R 768,00	R 5 888,00	10	BUFFALO GRASS TRAYS 128CC	
7	264404	HERMANUS MOWER CENTRE	20230727	R 8 350,53	R 1 252,58	R 9 603,11	10	LAWNMOWER SPARES	
8	264531	BIOCURE CC	20230802	R 25 800,00	R 3 870,00	R 29 670,00	10	DRAIN CHEMICALS	
9	264192	BOLAND TOILET SERVICES (PTY) LTD	20230712	R 5 583,67	R 837,54	R 6 421,21	11	HIRING OF MOBILE TOILETS INCLUDING WEEKLY SERVICE X2 MONTHS	
10	264221	BOTRIVIER BOEREMARK	20230712	R 2 247,00	R 337,05	R 2 584,05	11	IBR 4.8M (0.3MM) GALVANISED	
11	264245	NOLADA 8 (PTY) LTD	20230713	R 2 420,00	R 363,00	R 2 783,00	11	MAX MINI WAST PUMP 550W	
12	264309	PROLINEA OFFICE FURNITURE CC	20230712	R 9 930,00	R 1 489,50	R 11 419,50	11	SUPPLY, DELIVER AND INSTALL 25MM VENETIAN BRUSHED SILVER BLINDS X10	
13	264350	PJ BOOKBINDERS	20230727	R 18 620,00	R 2 793,00	R 21 413,00	11	BINDING OF COUNCIL MINUTES AND AGENDAS	
14	264388	KAAP AGRIMARK LIQUORMARK	20230727	R 22 412,97	R 3 361,84	R 25 774,81	11	PAINT AND PAINT ACCESSORIES	
15	264394	PIENAAR BROTHERS (PTY) LTD	20230719	R 2 250,00	R 337,50	R 2 587,50	11	SHOE PROFIT AWD AS01 BLACK SIZE 8	
16	264426	IAN DICKIE & COMPANY (PTY) LTD	20230720	R 25 130,00	R 3 769,50	R 28 899,50	11	DRAIN RODS (STEEL) PER 2M RODS PER SET	
17	264474	GO SEE DO OVERBERG	20230710	R 21 600,00	R -	R 21 600,00	11	OVERSTRAND TOURISM BROCHURE DISTRIBUTION & DISPLAY LOCALLY AND IN DIFFERENT REGIONS	
18	264514	HS METALWORKS	20230731	R 4 480,00	R -	R 4 480,00	11	SAFETY GATE GALVANIZED & INSTALLATION	
19	264519	VAN RHYN M	20230807	R 2 500,00	R -	R 2 500,00	11	EVALUATION OF EMPLOYEE AND REPORT	
20	264529	SA FIRE WATCH (PTY) LTD	20230804	R 2 820,00	R 423,00	R 3 243,00	11	SERVICE & REFILL 2KG X 2 FIRE EXTINGUISHERS @ HOUSING DEPARTMENT	
21	264530	UHAMBO PROCUREMENT AND DISTRIBUTION	20230708	R 24 743,25	R 3 711,49	R 28 454,74	11	LAW ENFORCEMENT UNIFORM	

TOTAL

21

R 222 104,57 R 29 028,53 R 251 133,10



SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF PARAGRAPH 5(3) OF THE SCM POLICY

TENDERS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY AS WELL AS TENDERS CANCELLED - AUGUST 2023

#	Tender #	Description	Adjudication	Awarded to	B-BBEE Level Claimed	B-BBEE Level Awarded	Locality points	Completion Period	Amount Operational	Amount Capital	VAT @ 15%	Total / Estimated Amount (Incl. VAT)
1	SC2378/2023	Repair, Maintenance and Design of Irrigation Systems in the Overstrand Area for a contract period ending 30 June 2025	18-Aug-23	Nolada 8 (Pty) Ltd	1	1	Western Cape - 4	30-Jun-26	R 1 941 055,00	R -	R 291 158,25	R 2 232 213,25

Total

1

R	1 941 055,00	R	-	R	291 158,25	R	2 232 213,25
---	--------------	---	---	---	------------	---	--------------



SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF PARAGRAPH 5(3) OF THE SCM POLICY

FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY AS WELL AS FORMAL WRITTEN QUOTATIONS CANCELLED - AUGUST 2023

#	Quotation #	Description	Adjudication	Awarded to	B-BBEE Level Claimed	B-BBEE Level Awarded	Locality points	Completion Period	Amount Operational	Amount Capital	VAT @ 15%	Total / Estimated Amount (Incl. VAT)
1	SC2402/2023	Provision of Professional Surveyor Services as and when required	15-Aug-23	Van Dyk Land Surveyors and Associates Inc. T/A Van Dyk Land Surveyors	4	4	Overstrand - 10	30-Jun-24	R 173 913,04	R -	R 26 086,96	R 200 000,00
				Lorton Clark Inc. T/A Geomatics Africa	4	0	Overstrand - 10					
				Town & Country	6	6	Overberg - 6					
Total									R 173 913,04	R -	R 26 086,96	R 200 000,00



PROCUREMENT BELOW R30 000 WRITTEN QUOTATIONS IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY - AUGUST 2023

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
1	132751	264102	01/08/2023	ACDC EXPRESS HERMANUS	R 1 505,33	R 225,80	R 1 731,13	ELECTRICAL ITEMS
2	132801	264103	01/08/2023	BUCO HERMANUS	R 1 695,53	R 254,33	R 1 949,86	OVERALL DISPOSABLE
3	132799	264104	01/08/2023	BUILDERS TRADE DEPOT	R 1 477,39	R 221,61	R 1 699,00	HIGH PRESSURE CLEANER
4	132777	264105	01/08/2023	COLOURPIX GRAPHIC DESIGNS	R 660,00	R 99,00	R 759,00	BUSINESS CARDS
5	132776	264106	01/08/2023	RPE ELECTRICAL WHOLESALER	R 410,50	-	R 410,50	ELECTRICAL ITEMS
6	132143	264107	01/08/2023	RC SUPPLIERS	R 6 550,22	R 982,53	R 7 532,75	STATIONERY
7	132161	264108	01/08/2023	OFFICE FOR YOU (PTY) LTD	R 3 809,40	R 571,41	R 4 380,81	STATIONERY
8	132374	264109	01/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 460,50	R 219,08	R 1 679,58	HARDWARE ITEMS
9	132403	264110	01/08/2023	ACDC EXPRESS HERMANUS	R 2 055,90	R 308,39	R 2 364,29	ELECTRICAL ITEMS
10	132588	264112	01/08/2023	PLUMBLINK SA (PTY) LTD	R 1 256,94	R 188,54	R 1 445,48	PLUMBING MATERIALS
11	132557	264113	01/08/2023	HERMANUS GAS CC	R 1 730,43	R 259,57	R 1 990,00	GAS CYLINDERS
12	132179	264114	01/08/2023	HERMANUS GAS CC	R 13 130,43	R 1 969,57	R 15 100,00	GAS CYLINDERS
13	132767	264115	01/08/2023	GANSBAAI AIRCON AND REFRIGERATION	R 720,00	R 108,00	R 828,00	NEW AIRCON REMOTE
14	132645	264118	01/08/2023	HERMANUS HARDWARE ITEMS	R 1 612,17	R 241,83	R 1 854,00	HARDWARE ITEMS
15	132329	264119	01/08/2023	OVERBERG AGRI BEDRYWE (PTY) LTD	R 4 281,74	R 642,26	R 4 924,00	LADDERS
16	132614	264120	01/08/2023	OVERBERG AGRI BEDRYWE (PT) LTD	R 1 739,12	R 260,87	R 1 999,99	TOOLS
17	132181	264130	02/08/2023	WAB PRINTMEDIA (PTY) LTD	R 800,00	R 120,00	R 920,00	SCRAP BOOK
18	132760	264132	02/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 480,70	R 222,10	R 1 702,80	HARDWARE ITEMS
19	131977	264133	02/08/2023	EPC CONSUMABLES	R 3 769,00	R 565,35	R 4 334,35	CLEANING MATERIALS
20	132755	264134	02/08/2023	EBM SOUTH AFRICA (PTY) LTD	R 1 728,15	R 259,22	R 1 987,37	ELECTRICAL ITEMS
21	132864	264148	02/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 791,18	R 118,68	R 909,86	HARDWARE ITEMS
22	132405	264149	02/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 4 834,00	R 725,10	R 5 559,10	PAINTAND PAINT ACCESSORIES & DAMP SHIELD
23	132827	264150	02/08/2023	BIDVEST WALTONS	R 1 000,66	R 150,10	R 1 150,76	DATE STAMPS
24	132351	264155	02/08/2023	SAFETYXPRESS STROMBERG	R 16 700,00	R 2 505,00	R 19 205,00	TRAFFIC CONES
25	132101	264161	02/08/2023	HERMANUS BUILD IT (PTY) LTD	R 18 658,78	R 2 798,82	R 21 457,60	PAINTAND PAINT ACCESSORIES MATERIALS
26	132348	264162	02/08/2023	NOLADA 8 (PTY) LTD	R 2 660,00	R 399,00	R 3 059,00	MICROWAVE

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
27	132212	264163	02/08/2023	DERELIZE PRINTING	R 5 252,17	R 787,83	R 6 040,00	HIVIS SAFETY JACKETS
28	132336	264164	03/08/2023	WAB PRINTMEDIA (PTY) LTD	R 2 820,00	R 423,00	R 3 243,00	PRINTING OF CARBONISED BOOKS
29	132862	264165	03/08/2023	GANSBAAI MIDAS	R 227,32	R 34,10	R 261,42	BATTERY CLIPS
30	132617	264167	03/08/2023	HERMANUS MOWER CENTRE	R 1 721,74	R 258,26	R 1 980,00	MOWING HEAD AUTO CUT
31	132815	264168	03/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 682,52	R 252,38	R 1 934,90	HARDWARE ITEMS
32	132857	264169	03/08/2023	BUILDERS TRADE DEPOT	R 606,96	R 91,04	R 698,00	MEASURING TAPE
33	132500	264170	03/08/2023	KLEINMOND BOUHANDEL	R 1 715,04	R 257,26	R 1 972,30	SAFETY GLOVES
34	132652	264177	03/08/2023	HERMANUS HARDWARE ITEMS	R 1 089,57	R 163,43	R 1 253,00	HARDWARE ITEMS
35	132875	264178	03/08/2023	HERMANUS MIDAS	R 1 052,10	R 157,82	R 1 209,92	VEHICLE PARTS
36	132816	264179	03/08/2023	GERT GROVE ELECTRICAL	R 1 314,78	R 197,22	R 1 512,00	INSTALL DATA RECORDER
37	132944	264183	03/08/2023	OK FOODS GANSBAAI	R 1 498,86	R 224,83	R 1 723,69	REFRESHMENTS
38	132324	264191	04/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 7 530,00	R 1 129,50	R 8 659,50	WATER PUMPS
39	132186	264192	04/08/2023	BOLAND TOILET SERVICES (PTY) LTD	R 5 583,66	R 837,55	R 6 421,21	TOILET HIRE
40	132508	264193	04/08/2023	BOTRIVIER BOEREMARK	R 16 872,00	R 2 530,80	R 19 402,80	LOCKS
41	132819	264194	04/08/2023	BOLAND BADGE AND ENGRAVING	R 10 888,70	R 1 633,31	R 12 522,01	TROPHIES & MEDALS
42	132364	264195	04/08/2023	NOLADA 8 (PTY) LTD	R 22 422,00	R 3 363,30	R 25 785,30	PLUMBING ITEMS
43	132378	264196	04/08/2023	FUNCTION HIRE.COM	R 4 817,67	R 722,65	R 5 540,32	DÉCOR SERVICES
44	132943	264197	04/08/2023	HERMANUS AUTO FITMENT CENTRE	R 252,17	R 37,83	R 290,00	VEHICLE PARTS
45	132941	264198	04/08/2023	HERMANUS MIDAS	R 616,14	R 92,42	R 708,56	VEHICLE PARTS
46	132477	264200	04/08/2023	ACDC EXPRESS HERMANUS	R 1 744,20	R 261,63	R 2 005,83	LIGHTS
47	132802	264203	04/08/2023	ACDC EXPRESS HERMANUS	R 1 728,68	R 259,30	R 1 987,98	ELECTRICAL ITEMS
48	132313	264204	07/08/2023	ACDC EXPRESS HERMANUS	R 1 703,90	R 255,59	R 1 959,49	ELECTRICAL ITEMS
49	132602	264205	07/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 1 734,78	R 260,22	R 1 995,00	GOLF SHIRTS
50	132059	264206	07/08/2023	EPC CONSUMABLES	R 2 274,00	R 341,10	R 2 615,10	HIGH PRESSURE WASHER
51	132058	264207	07/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 9 450,00	R 1 417,50	R 10 867,50	WELDED MESH
52	132175	264208	07/08/2023	MEMOTEK TRADING CC	R 8 308,36	R 1 246,25	R 9 554,61	ELECTRIC HEATER
53	132980	264209	07/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 217,30	R 32,60	R 249,90	MULTIPLUGS
54	132965	264210	07/08/2023	EAGLE SECURITY SYSTEMS	R 590,00	R -	R 590,00	REPLACE ALARM
55	132964	264211	07/08/2023	ACDC EXPRESS HERMANUS	R 1 651,30	R 247,70	R 1 899,00	CORDLESS DRILL
56	132599	264212	07/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 608,69	R 91,30	R 699,99	VALVES
57	132102	264214	07/08/2023	HERMANUS BUILD IT (PTY) LTD	R 26 075,83	R 3 911,37	R 29 987,20	CARPENTRY BOARDS

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
58	132397	264215	07/08/2023	BOTRIVIER BOEREMARK	R 14 040,48	R 2 106,07	R 16 146,55	MOWER SPARES
59	132950	264216	07/08/2023	AUTUMN SKIES TRADING 491	R 1 997,00	R -	R 1 997,00	REPAIR CHAIRS
60	132962	264217	07/08/2023	DERELIZE PRINTING	R 1 990,00	R -	R 1 990,00	PRINTING NOTICE BOOKS
61	132959	264218	07/08/2023	KLEINMOND BOUHANDEL	R 1 559,39	R 233,91	R 1 793,30	HERBICIDE
62	132954	264219	07/08/2023	OK FOODS GANSBAAI	R 1 043,27	R 156,49	R 1 199,76	SWEETS
63	132490	264220	07/08/2023	KAAP AGRIMARK LIQUOR	R 6 532,00	R 979,80	R 7 511,80	WOODEN POLES
64	132207	264221	07/08/2023	BOTRIVIER BOEREMARK	R 2 247,00	R 337,05	R 2 584,05	ROOF SHEETS
65	132993	264230	08/08/2023	HERMANUS GAS CC	R 234,78	R 35,22	R 270,00	GAS REGULATOR
66	132906	264231	08/08/2023	HERMANUS OFFICE NATIONAL	R 161,22	R 24,18	R 185,40	STATIONERY
67	132836	264232	08/08/2023	HERMANUS OFFICE NATIONAL	R 852,17	R 127,83	R 980,00	CARPET PROTECTOR
68	132290	264233	08/08/2023	LOCO ELECTRICAL WHOLESALERS	R 7 311,00	R 1 096,65	R 8 407,65	SOLAR LIGHTS
69	132386	264234	08/08/2023	NOLADA 8 (PTY) LTD	R 18 965,30	R 2 844,80	R 21 810,10	HARDWARE ITEMS
70	133004	264235	08/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 738,51	R 260,78	R 1 999,29	SMALL TOOLS
71	132850	264236	08/08/2023	KAAP AGRIMARK LIQUOR	R 1 384,34	R 207,65	R 1 591,99	PAINTAND PAINT ACCESSORIES
72	132922	264237	08/08/2023	HERMANUS MIDAS	R 1 022,70	R 153,41	R 1 176,11	VEHICLE SPARES
73	132920	264241	08/08/2023	HERMANUS MOWER CENTRE	R 1 704,35	R 255,65	R 1 960,00	MOWER SPARES
74	132821	264242	08/08/2023	HERMANUS OFFICE NATIONAL	R 1 710,58	R 256,59	R 1 967,17	STATIONERY
75	132951	264243	08/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 452,17	R 67,83	R 520,00	STREET NAMES
76	132903	264244	08/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 100,87	R 15,13	R 116,00	LOCKS
77	132241	264245	08/08/2023	NOLADA 8 (PTY) LTD	R 2 420,00	R 363,00	R 2 783,00	WATER PUMP
78	132449	264246	08/08/2023	BOTRIVIER BOEREMARK	R 2 419,89	R 362,98	R 2 782,87	WHEELBARROW
79	132444	264247	08/08/2023	BOTRIVIER BOEREMARK	R 6 153,00	R 922,95	R 7 075,95	BIDUM
80	132430	264248	08/08/2023	BIDVEST WALTONS	R 866,80	R 130,02	R 996,82	FURNITURE POLISH
81	132235	264249	08/08/2023	LUMBER & LAWN	R 5 105,80	R 765,87	R 5 871,67	MOWER SPARES
82	133031	264250	10/08/2023	GAS HUB (PTY) LTD	R 1 365,22	R 204,78	R 1 570,00	GAS REFILL
83	132977	264252	10/08/2023	KAAP AGRIMARK LIQUOR	R 1 433,04	R 214,96	R 1 648,00	JACKETS AND BOOTS
84	132966	264253	10/08/2023	HERMANUS OFFICE NATIONAL	R 1 442,78	R 216,42	R 1 659,20	STATIONERY
85	132492	264254	10/08/2023	OVERBERG LIGHTING CENTRE	R 544,65	R 81,70	R 626,35	LIGHTS
86	132404	264255	10/08/2023	BUILDERS TRADE DEPOT	R 4 438,52	R 665,78	R 5 104,30	BATHROOM ACCESSORIES
87	132899	264256	10/08/2023	BUCO HERMANUS	R 1 520,84	R 228,13	R 1 748,97	SMALL TOOLS
88	132853	264257	10/08/2023	BUILDERS TRADE DEPOT	R 1 562,61	R 234,39	R 1 797,00	POWER TOOLS

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
89	132882	264258	10/08/2023	WONDERLAND LIFESTYLE NURSERY	R 1 721,74	R 258,26	R 1 980,00	CORPORATE GIFTS
90	132812	264261	10/08/2023	PLUMBLINK SA (PTY) LTD	R 729,37	R 109,41	R 838,78	PLUMBING TOOLS
91	132741	264264	10/08/2023	HERMANUS HARDWARE ITEMS	R 889,57	R 133,43	R 1 023,00	PIPES AND FITTINGS
92	132086	264265	10/08/2023	BLINDS AND FLOORING STUDIO	R 1 739,13	R 260,87	R 2 000,00	REPAIR BINDS
93	132318	264266	10/08/2023	BLINDS AND FLOORING STUDIO	R 834,78	R 125,22	R 960,00	SUPPLY AND INSTAL BLINDS
94	133007	264267	10/08/2023	GANSBAAI MIDAS	R 996,26	R 149,44	R 1 145,70	VEHICLE PARTS
95	132961	264268	10/08/2023	SUPA QUICK HERMANUS	R 986,96	R 148,04	R 1 135,00	TYRE REPAIR
96	133056	264272	11/08/2023	BOTRIVIER BOEREMARK	R 1 726,09	R 258,91	R 1 985,00	CHIPBOARD
97	132249	264273	11/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 22 505,25	R 3 375,79	R 25 881,04	PAINTAND PAINT ACCESSORIES AND ACCESSORIES
98	133093	264281	11/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 1 721,40	R 258,21	R 1 979,61	WHITE BAGS
99	133095	264283	11/08/2023	HERMANUS OFFICE NATIONAL	R 1 055,65	R 158,35	R 1 214,00	INK CARTRIDGE
100	132984	264284	11/08/2023	SAXE-COBURG LODGE	R 2 347,83	R 352,17	R 2 700,00	ACCOMMODATION
101	132667	264292	14/08/2023	OFFICE FOR YOU (PTY) LTD	R 10 965,00	R 1 644,75	R 12 609,75	PRINTER CARTRIDGES
102	133078	264293	14/08/2023	HERMANUS OFFICE NATIONAL	R 1 010,43	R 151,57	R 1 162,00	STATIONERY
103	133076	264294	14/08/2023	BIDVEST WALTONS	R 1 321,44	R 198,22	R 1 519,66	STATIONERY
104	132407	264295	14/08/2023	PRO SKILLS DEVELOPMENT (PTY) LTD	R 22 000,00	R 3 300,00	R 25 300,00	TRAINING CHERRY PICKER
105	132153	264296	14/08/2023	EPC CONSUMABLES	R 4 130,00	R 619,50	R 4 749,50	OFFICE DÉCOR
106	132717	264297	14/08/2023	HERMANUS OFFICE NATIONAL	R 765,13	R 114,77	R 879,90	STATIONERY
107	132495	264298	14/08/2023	NOLADA 8 (PTY) LTD	R 1 700,00	R 255,00	R 1 955,00	LIGHTS
108	132619	264299	14/08/2023	BUILDERS TRADE DEPOT	R 6 725,39	R 1 008,81	R 7 734,20	CARPENTRY BOARDS
109	132504	264300	14/08/2023	NOLADA 8 (PTY) LTD	R 10 440,00	R 1 566,00	R 12 006,00	STEEL DRUMS
110	133038	264302	14/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 199,90	R 29,99	R 229,89	GREASE GUN
111	133049	264303	14/08/2023	BUILDERS TRADE DEPOT	R 1 733,50	R 260,02	R 1 993,52	CORDLESS VACUUM CLEANER
112	133090	264304	14/08/2023	ORCA INDUSTRIES CC	R 747,30	R 112,10	R 859,40	GAS REFILL
113	133099	264305	14/08/2023	DERELIZE PRINTING	R 590,00	R -	R 590,00	BUSSINESS CARDS
114	133092	264306	14/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 393,83	R 209,07	R 1 602,90	CARPENTRY BOARDS
115	133008	264307	15/08/2023	BIDVEST WALTONS	R 1 585,69	R 237,85	R 1 823,54	STATIONERY
116	133030	264308	15/08/2023	FUNCTION HIRE.COM	R 19 700,00	R 2 955,00	R 22 655,00	CATERING
117	132191	264309	15/08/2023	PROLINEA OFFICE FURNITURE	R 9 930,00	R 1 489,50	R 11 419,50	INSTALLATION OF BLINDS
118	132960	264310	15/08/2023	KM UMMEU ENTERPRISE (PTY) LTD	R 2 000,00	R -	R 2 000,00	REPAIR GUTTERS
119	133100	264311	15/08/2023	RUSSELLS ON THE PORT	R 2 643,48	R 396,52	R 3 040,00	ACCOMMODATION

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
120	133047	264313	15/08/2023	RC SUPPLIERS	R 843,48	R 126,52	R 970,00	WATER FILTER
121	133096	264314	15/08/2023	AMAYOLI DYNAMICS (PTY) LTD	R 1 695,00	R -	R 1 695,00	FLOWERS
122	132436	264315	16/08/2023	NOLADA 8 (PTY) LTD	R 10 825,00	R 1 623,75	R 12 448,75	GREASE PUMP
123	132669	264316	16/08/2023	BOLT AND ENGINEERING	R 5 674,15	R 851,12	R 6 525,27	ROAD CONES
124	132434	264317	16/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 5 617,13	R 842,57	R 6 459,70	KITCHEN CABINETS
125	133063	264318	16/08/2023	HERMANUS HARDWARE ITEMS	R 1 348,70	R 202,30	R 1 551,00	HARDWARE ITEMS
126	132563	264319	16/08/2023	DERELIZE PRINTING	R 16 440,00	R -	R 16 440,00	EMBROIDERED JACKETS
127	133103	264320	16/08/2023	BUCO HERMANUS	R 306,01	R 45,90	R 351,91	DRILL BITS
128	132655	264321	16/08/2023	E-BOIL SYSTEMS CC	R 9 525,00	R 1 428,75	R 10 953,75	WATER BOILER
129	133033	264322	16/08/2023	THE BOOK COTTAGE CC	R 1 069,57	R 160,43	R 1 230,00	GUIDE BOOK
130	133170	264323	16/08/2023	RPE ELECTRICAL WHOLESALER	R 1 729,44	R 259,42	R 1 988,86	ELECTRICAL WIRE
131	133048	264330	16/08/2023	GANSBAAI MIDAS	R 187,29	R 28,09	R 215,38	VEHICLE SPARES
132	133109	264331	16/08/2023	COASTAL TIMBER MOULDINGS	R 863,24	R 129,49	R 992,73	WOOD DECKING
133	132054	264332	16/08/2023	KLEINMOND BUILD IT	R 608,69	R 91,30	R 699,99	BATTERY CHARGER
134	133050	264335	16/08/2023	HERMANUS HARDWARE ITEMS	R 1 069,57	R 160,43	R 1 230,00	SMALL TOOLS
135	132055	264336	16/08/2023	KLEINMOND BUILD IT	R 1 565,20	R 234,78	R 1 799,98	BATTERY
136	133162	264337	16/08/2023	KLEINMOND BUILD IT	R 1 382,56	R 207,38	R 1 589,94	SCREWS
137	133165	264338	16/08/2023	GANSBAAI APTEEK	R 59,12	R 8,87	R 67,99	MEDICATION
138	132743	264340	17/08/2023	NOLADA 8 (PTY) LTD	R 1 750,00	R 262,50	R 2 012,50	ELECTRICAL APPLIANCES
139	133107	264341	17/08/2023	HERMANUS OFFICE NATIONAL	R 1 026,00	R 153,90	R 1 179,90	POWER BANK
140	132740	264343	17/08/2023	BIDVEST WALTONS	R 2 010,01	R 301,50	R 2 311,51	POLYPROP CHAIRS
141	133053	264347	17/08/2023	HERMANUS HARDWARE ITEMS	R 298,26	R 44,74	R 343,00	BLOWTORCH
142	132562	264348	17/08/2023	PROLINEA OFFICE FURNITURE	R 16 548,00	R 2 482,20	R 19 030,20	POLYPLANK PARK BENCHES
143	132497	264349	17/08/2023	SOBANTU M	R 21 800,00	R -	R 21 800,00	CLEAN WINDOWS
144	132691	264350	17/08/2023	PJ BOOKBINDERS	R 18 620,00	R 2 793,00	R 21 413,00	BOOK BINDING
145	133175	264351	17/08/2023	DATASTOOR (PTY) LTD	R 1 632,17	R 244,83	R 1 877,00	STATIONERY
146	133157	264352	17/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 550,40	R 82,56	R 632,96	CLEANING WIPES
147	132694	264353	17/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 8 911,28	R 1 336,69	R 10 247,97	WORK WEAR
148	133181	264354	17/08/2023	GARDINER N	R 2 000,00	R -	R 2 000,00	REPLACE WINDOWS
149	133182	264355	17/08/2023	GLASSMEN HERMANUS (PTY) LTD	R 626,09	R 93,91	R 720,00	GLASS PANE
150	133211	264356	17/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 1 356,52	R 203,48	R 1 560,00	STENCILS

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
151	132696	264357	17/08/2023	MEMOTEK TRADING CC	R 10 481,21	R 1 572,18	R 12 053,39	BUILDING HARDWARE ITEMS
152	132750	264372	18/08/2023	HERMANUS GAS CC	R 2 856,52	R 428,48	R 3 285,00	GAS REFILL
153	132609	264373	18/08/2023	MASTER ORGANICS	R 5 120,00	R 768,00	R 5 888,00	GRASS TRAYS
154	132420	264385	18/08/2023	THE COLOUR BOX CC	R 1 380,69	R 207,10	R 1 587,79	RUBBERISING
155	133261	264386	18/08/2023	KLEINMOND BOUHANDEL	R 680,35	R 102,05	R 782,40	SEALANT
156	132698	264387	18/08/2023	NOLADA 8 (PTY) LTD	R 9 386,00	R 1 407,90	R 10 793,90	FURNITURE
157	132709	264388	18/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 22 412,88	R 3 361,93	R 25 774,81	HARDWARE ITEMS
158	132441	264389	18/08/2023	BOTRIVIER BOEREMARK	R 1 377,70	R 206,66	R 1 584,36	SMALL TOOLS
159	133239	264392	18/08/2023	HERMANUS HARDWARE ITEMS	R 1 739,13	R 260,87	R 2 000,00	SMALL TOOLS
160	133235	264393	18/08/2023	HERMANUS HARDWARE ITEMS	R 1 712,17	R 256,83	R 1 969,00	SMALL TOOLS
161	132433	264394	18/08/2023	PIENAAR BROTHERS (PTY) LTD	R 2 250,00	R 337,50	R 2 587,50	SAFETY SHOES
162	133097	264400	18/08/2023	BUILDERS TRADE DEPOT	R 564,35	R 84,65	R 649,00	GARDEN HOSE
163	133238	264401	18/08/2023	CTM HERMANUS	R 1 713,91	R 257,09	R 1 971,00	TILES
164	133246	264402	18/08/2023	HERMANUS MOWER CENTRE	R 334,78	R 50,22	R 385,00	SHARPEN BLADE
165	133264	264403	18/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 003,39	R 150,51	R 1 153,90	CARPENTRY BOARDS
166	132670	264404	18/08/2023	HERMANUS MOWER CENTRE	R 8 350,53	R 1 252,58	R 9 603,11	MOWER SPARES
167	133212	264406	21/08/2023	HERMANUS OFFICE NATIONAL	R 689,57	R 103,43	R 793,00	STATIONERY
168	132880	264409	21/08/2023	ADIUVO ENTERPRISES (PTY) LTD	R 2 390,00	R 358,50	R 2 748,50	WORK WEAR
169	133290	264410	22/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 1 426,09	R 213,91	R 1 640,00	CHROMADECK SIGN
170	132914	264413	22/08/2023	RIBBENS OFFICE NATIONAL	R 3 427,46	R 514,12	R 3 941,58	STATIONERY
171	132871	264414	22/08/2023	NOLADA 8 (PTY) LTD	R 8 761,60	R 1 314,24	R 10 075,84	BUILDING MATERIAL
172	132949	264415	22/08/2023	OFFICE FOR YOU (PTY) LTD	R 24 338,00	R 3 650,70	R 27 988,70	OFFICE SUPPLIES
173	132904	264416	22/08/2023	AFRITURF CC	R 20 650,00	R 3 097,50	R 23 747,50	LINE MARKING LIQUID
174	133248	264417	22/08/2023	BIDVEST WALTONS	R 1 685,44	R 252,82	R 1 938,26	STATIONERY
175	133169	264418	22/08/2023	ACDC EXPRESS HERMANUS	R 169,55	R 25,43	R 194,98	LIGHTS
176	133138	264419	22/08/2023	BIDVEST WALTONS	R 6 445,00	R 966,75	R 7 411,75	PHOTOCOPY PAPERS
177	133139	264423	22/08/2023	UNIVERSAL TRADING	R 22 630,00	R 3 394,50	R 26 024,50	PLUMBING ITEMS
178	133177	264424	22/08/2023	HERMANUS OFFICE NATIONAL	R 1 219,65	R 182,95	R 1 402,60	STATIONERY
179	132091	264425	22/08/2023	NOLADA 8 (PTY) LTD	R 11 186,00	R 1 677,90	R 12 863,90	ALUMINIUM SLIDING DOOR
180	132459	264426	22/08/2023	IAN DICKIE & COMPANY (PTY) LTD	R 25 130,00	R 3 769,50	R 28 899,50	DRAIN CLEANING TOOLS
181	132685	264427	22/08/2023	BUILDERS TRADE DEPOT	R 1 363,48	R 204,52	R 1 568,00	CARPENTRY HARDWARE ITEMS

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
182	132933	264428	22/08/2023	KLEINMOND BOUHANDEL	R 387,48	R 58,12	R 445,60	GARDEN HOSE
183	133087	264430	22/08/2023	OVERBERG LIGHTING CENTRE	R 544,93	R 81,74	R 626,67	LIGHTS
184	133254	264431	22/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 1 434,78	R 215,22	R 1 650,00	SIGNBOARD
185	133206	264432	22/08/2023	OVERBERG LIGHTING CENTRE	R 1 124,86	R 168,73	R 1 293,59	LIGHTS
186	133253	264433	22/08/2023	FYNBOS LOGGING	R 1 097,04	R 164,56	R 1 261,60	PINE POLES
187	133128	264434	22/08/2023	KLEINMOND BOUHANDEL	R 423,04	R 63,46	R 486,50	HARDWARE ITEMS
188	132930	264435	22/08/2023	KLEINMOND BUILD IT	R 510,39	R 76,56	R 586,95	ELECTRICAL ITEMS
189	133229	264436	23/08/2023	HERMANUS OFFICE NATIONAL	R 472,19	R 70,83	R 543,02	STATIONERY
190	133332	264440	23/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 1 600,00	R 240,00	R 1 840,00	CHROMADECK SIGNS
191	132062	264441	23/08/2023	BUILDERS TRADE DEPOT	R 7 824,35	R 1 173,65	R 8 998,00	GEYSER
192	132928	264442	23/08/2023	LOCO ELECTRICAL WHOLESALERS	R 20 689,60	R 3 103,44	R 23 793,04	SPIGOT
193	132064	264443	23/08/2023	LUMBER & LAWN	R 5 189,72	R 778,46	R 5 968,18	SAFETY CLOTHES
194	133300	264444	23/08/2023	NCUTHU AND SON (PTY) LTD	R 1 980,00	R -	R 1 980,00	VARNISH BRIDGE
195	133241	264445	23/08/2023	HERMANUS MOWER CENTRE	R 1 634,78	R 245,22	R 1 880,00	MOWER SPARES
196	133369	264447	23/08/2023	EAGLE SECURITY SYSTEMS	R 1 521,74	R 228,26	R 1 750,00	ALARM BATTERY
197	132533	264448	23/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 14 417,13	R 2 162,57	R 16 579,70	BATHROOM ACCESSORIES
198	133346	264453	23/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 1 492,17	R 223,83	R 1 716,00	WORK WEAR
199	133059	264458	23/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 1 608,70	R 241,30	R 1 850,00	CHROMADECK SIGNS
200	132978	264459	23/08/2023	WILKOO MARKETING	R 4 232,32	R 634,85	R4 867,17	PAINTAND PAINT ACCESSORIES AND ACCESSORIES
201	133085	264463	23/08/2023	KLEINMOND GLASS AND ALUMINIUM	R 919,00	R -	R919,00	SAFETY GLASS
202	132550	264464	24/08/2023	BIDVEST WALTONS	R 11 200,00	R 1 680,00	R12 880,00	OFFICE CHAIRS
203	132910	264472	24/08/2023	OFFICETECH	R 4 121,66	R -	R4 121,66	REFRESHMENTS
204	133384	264473	24/08/2023	KAAP AGRI AGRIMARK LIQUOR	R 1 434,78	R 215,22	R 1 650,00	SAFETY SHOE
205	132099	264474	24/08/2023	GO SEE DO OVERBERG	R 24 000,00	R -	R 24 000,00	BROCHURE DISTRIBUTION
206	133200	264475	24/08/2023	DATASTOOR (PTY) LTD	R 428,70	R 64,30	R 493,00	VINYL LABELS
207	132844	264476	24/08/2023	OVERBERG STEEL & IRRIGATION	R 378,94	R 56,84	R 435,78	STEEL
208	133104	264477	24/08/2023	OVERBERG STEEL & IRRIGATION	R 524,80	R 78,72	R 603,52	CHEMICAL ANCHOR
209	133197	264478	24/08/2023	OVERBERG LIGHTING CENTRE	R 1 510,50	R 226,57	R 1 737,07	LIGHTS
210	132574	264480	24/08/2023	NOLADA 8 (PTY) LTD	R 8 950,00	R 1 342,50	R 10 292,50	PLASTIC CHAIRS
211	133189	264482	24/08/2023	ACDC EXPRESS HERMANUS	R 1 604,35	R 240,65	R 1 845,00	LIGHT FITTINGS
212	133187	264483	24/08/2023	KLEINMOND BOUHANDEL	R 295,65	R 44,35	R 340,00	ALUMINIUM RIVETS

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
213	133292	264484	24/08/2023	BIDVEST WALTONS	R 1 509,30	R 226,40	R 1 735,70	STATIONERY
214	133183	264486	24/08/2023	HENDRICKS M	R 1 400,00	R -	R 1 400,00	REPAIR PAVING
215	133336	264487	24/08/2023	TALISMAN HIRE HERMANUS	R 1 717,70	R 257,66	R 1 975,36	HIRE SCAFFOLDING
216	132884	264488	24/08/2023	NAMAKWA ENTERPRISE COURIERS	R 5 030,00	R -	R 5 030,00	FROST WINDOWS
217	132764	264489	24/08/2023	YELLOW MANGO TRADING CC	R 6 300,00	R 945,00	R 7 245,00	SOLAR LIGHTS
218	132908	264490	24/08/2023	ZEE'S LAUNDRETTE	R 340,00	R -	R 340,00	WASH TABLE CLOTHS
219	132448	264491	25/08/2023	OVERBERG STEEL & IRRIGATION	R 1 628,70	R 244,30	R 1 873,00	SQUARE TUBING
220	133034	264492	25/08/2023	BIG CHEST (PTY) LTD	R 7 350,00	R 1 102,50	R 8 452,50	OPEN TOP METAL DRUMS
221	133387	264494	25/08/2023	KLEINMOND BUILD IT	R 1 681,62	R 252,24	R 1 933,86	CABLE TIES
222	133399	264495	25/08/2023	KLEINMOND BOUHANDEL	R 1 458,26	R 218,74	R 1 677,00	ELECTRICAL TAPE
223	133400	264496	25/08/2023	ACDC EXPRESS HERMANUS	R 292,00	R 43,80	R 335,80	SOLDERING IRON
224	133039	264497	25/08/2023	NOLADA 8 (PTY) LTD	R 1 552,00	R 232,80	R 1 784,80	SMALL TOOLS
225	133036	264498	25/08/2023	MEMOTEK TRADING CC	R 2 181,24	R 377,19	R 2 508,43	WORK WEAR
226	132988	264499	25/08/2023	HENCHEM	R 12 911,57	R 1 936,74	R 14 848,31	HERBICIDE
227	133361	264500	25/08/2023	DAUNWIN ALEXANDER	R 2 000,00	R 0	R 2000	LITTER PICKER
228	132994	264501	25/08/2023	OFFICETECH	10047	1507,05	11554,05	OFFICE FURNITURE
229	132616	264502	25/08/2023	NOLADA 8 (PTY) LTD	R 21 355,90	3203,385652	24559,29	PLUMBING ITEMS
230	132047	264503	25/08/2023	LEAFX (PTY) LTD	R 11 400,00	1710	13110	HERBICIDE
231	133000	264504	25/08/2023	BOTRIVIER BOEREMARK	R 16 500,00	R 2 475,00	R 18 975,00	HERBICIDE
232	132968	264505	25/08/2023	HERMANUS GAS CC	R 25 913,00	R 3 886,95	R 29 799,95	BULK GAS ORDER
233	132621	264506	25/08/2023	YELLOW MANGO TRADING CC	R 4 501,00	R 675,15	R 5 176,15	ELECTRICAL ITEMS
234	133437	264512	28/08/2023	UNIVERSAL TRADING	R 695,00	R 104,25	R 799,25	PIPE FITTINGS
235	132807	264514	28/08/2023	HS METALWORKS	R 4 480,00	R -	R 4 480,00	SAFETY GATE
236	133401	264515	28/08/2023	PLUMBLINK SA (PTY) LTD	R 242,16	R 36,32	R 278,48	GEYSER
237	133395	264516	28/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 368,00	R 55,20	R 423,20	DOOR LOCKS
238	133393	264517	28/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 738,96	R 260,84	R 1 999,80	BUILDERS LIME
239	133028	264519	28/08/2023	VAN RHYN M	R 2 500,00	R -	R 2 500,00	EMPLOYEE EVALUATION AND REPORT
240	133453	264522	28/08/2023	OK FOODS GANSBAAI	R 1 158,85	R -	R 1 158,85	REFRESHMENTS
241	132883	264523	28/08/2023	MEMOTEK TRADING CC	R 20 305,76	R 3 045,86	R 23 351,62	CARPENTRY HARDWARE ITEMS
242	133005	264524	28/08/2023	NOLADA 8 (PTY) LTD	R 8 444,04	R 1 266,61	R 9 710,65	VITAGLASS GRID
243	133373	264525	28/08/2023	PIENAAR BROTHERS (PTY) LTD	R 1 414,00	R 212,10	R 1 626,10	JACKETS

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
244	133404	264526	28/08/2023	HERMANUS OFFICE NATIONAL	R 868,00	R 130,20	R 998,20	STATIONERY
245	133006	264527	28/08/2023	NOLADA 8 (PTY) LTD	R 8 400,00	R 1 260,00	R 9 660,00	SAND BAGS
246	132983	264529	28/08/2023	SA FIRE WATCH (PTY) LTD	R 2 820,00	R 423,00	R 3 243,00	SERVICE FIRE EXTINGUISHERS
247	132080	264530	28/08/2023	UHAMBO PROCUREMENT AND DISTRIBUTION	R 24 743,25	R 3 711,49	R 28 454,74	LAWENFORCEMENT UNIFORM
248	132898	264531	28/08/2023	BIOCURE CC	R 25 800,00	R 3 870,00	R 29 670,00	WATER PURIFICATION
249	132763	264538	29/08/2023	CUSTOM DEN (PTY) LTD	R 2 000,00	R -	R 2 000,00	REPLACE HINGES
250	133360	264539	29/08/2023	ERIC BOOKER PROMOTIONS (PTY) LTD	R 1 617,39	R 242,61	R 1 860,00	CHROMADECK SIGNS
251	133295	264540	29/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 304,26	R 195,64	R 1 499,90	LADDER
252	133180	264541	29/08/2023	GANSBAAI BUILD IT (PTY) LTD	R 1 569,48	R 235,42	R 1 804,90	SMALL TOOLS
253	133345	264542	29/08/2023	GILBERT'S CATERING	R 1 980,00	R -	R 1 980,00	CATERING
254	133342	264543	29/08/2023	ALEX GRANT PHARMACY	R 107,47	R 16,12	R 123,59	MEDICATION
255	132703	264545	29/08/2023	BOTRIVIER BOEREMARK	R 2 680,44	R 402,07	R 3 082,51	SMALL TOOLS
256	132874	264546	29/08/2023	CARBON SENSE CC	R 3 300,00	R 495,00	R 3 795,00	TOP DRESSING
257	133414	264547	29/08/2023	HERMANUS MOWER CENTRE	R 1 243,48	R 186,52	R 1 430,00	MOWER SPARES
258	132894	264548	29/08/2023	OLYMPIA INTERNATIONAL PAINTS	R 4 065,76	R 609,86	R 4 675,62	PAINTAND PAINT ACCESSORIES
259	133398	264549	30/08/2023	BUILDERS TRADE DEPOT	R 297,39	R 44,61	R 342,00	ENGIN CLEANER
260	133457	264550	30/08/2023	KAAP AGRIMARK LIQUOR	R 706,00	R 105,90	R 811,90	JACKET
261	133445	264551	30/08/2023	ALEX GRANT PHARMACY	R 108,68	R 16,30	R 124,98	MEDICATION
262	133482	264552	30/08/2023	HERMANUS MOWER CENTRE	R 1 108,70	R 166,30	R 1 275,00	MOWER SPARES
263	133476	264553	30/08/2023	BUILDERS TRADE DEPOT	R 255,65	R 38,35	R 294,00	HARDWARE ITEMS
264	133472	264554	30/08/2023	HERMANUS HARDWARE ITEMS	R 1 662,61	R 249,39	R 1 912,00	SMALL TOOLS
265	133471	264555	30/08/2023	ACDC EXPRESS HERMANUS	R 1 737,40	R 260,61	R 1 998,01	ELECTRICAL ITEM
266	133269	264556	30/08/2023	HERMANUS MOWER CENTRE	R 1 704,35	R 255,65	R 1 960,00	MOWER SPARES
267	133489	264557	30/08/2023	OVERBERG LIGHTING CENTRE	R 291,56	R 43,73	R 335,29	LIGHTS
268	133511	264568	30/08/2023	XL GLENWOOD TRAVEL AGENCY	R 7 271,04	R 837,00	R 8 108,04	FLIGHT TICKETS
269	133299	264570	30/08/2023	YELLOW MANGO TRADING CC	R 2 008,70	R 301,30	R 2 310,00	DIESEL PUMP
270	132905	264571	30/08/2023	KOLIE NEL EN DOGTERS (PTY) LTD	R 22 159,84	R -	R 22 159,84	K9 ACCESSORIES
271	133073	264572	30/08/2023	BUILDERS TRADE DEPOT	R 12 359,17	R 1 853,88	R 14 213,05	GUTTERS
272	133449	264573	30/08/2023	HERMANUS MIDAS	R 861,03	R 129,15	R 990,18	LED LIGHT
273	133451	264574	30/08/2023	BUILDERS TRADE DEPOT	R 927,83	R 139,17	R 1 067,00	SMALL TOOLS
274	133487	264575	30/08/2023	CABLE'S CABLING CC	R 1 730,00	R 259,50	R 1 989,50	USB

#	Requisition #	Order #	Order Date	Creditor Name	Amount (Excl VAT)	VAT	Amount (Incl VAT)	Description of goods/service
275	132453	264576	30/08/2023	PLUMBLINK SA (PTY) LTD	R 4 057,76	R 608,66	R 4 666,42	GEYSER
276	133504	264577	30/08/2023	CITY LODGE HOTELS AT OR THAMBO	R 2 556,52	R 383,48	R 2 940,00	ACCOMMODATION
277	133463	264578	30/08/2023	AIM AND FIRE (PTY) LTD	R 1 260,87	R 189,13	R 1 450,00	PEPPERSPRAY
278	132997	264579	30/08/2023	NOLADA 8 (PTY) LTD	R 9 814,00	R 1 472,10	R 11 286,10	SOLAR LIGHTS
279	132945	264580	30/08/2023	NOLADA 8 (PTY) LTD	R 2 647,00	R 397,05	R 3 044,05	LIGHTS
280	133446	264581	30/08/2023	BUILDERS TRADE DEPOT	R 1 405,22	R 210,78	R 1 616,00	HARDWARE ITEMS
281	133490	264582	31/08/2023	ACDC EXPRESS HERMANUS	R 1 657,09	R 248,56	R 1 905,65	ELECTRICAL ITEMS
282	132900	264583	31/08/2023	DERELIZE PRINTING	R 3 800,00	R -	R 3 800,00	PRINT RECEIPT BOOKS
283	132896	264584	31/08/2023	OFFICETECH	R 5 728,80	R 859,32	R 6 588,12	STEEL TABLE
284	133434	264585	31/08/2023	ACDC EXPRESS HERMANUS	R 530,87	R 79,63	R 610,50	ELECTRICAL ITEMS
285	133491	264586	31/08/2023	OVERBERG LIGHTING CENTRE	R 1 730,82	R 259,62	R 1 990,44	MONEY DETECTOR
286	133419	264587	31/08/2023	H2O INTERNATIONAL SEA POINT	R 260,87	R 39,13	R 300,00	BOTTLED WATER
287	133542	264588	31/08/2023	FRYHOFF ALBERTYN APTEEK CC	R 264,60	R 39,69	R 304,29	MEDICATION
288	133538	264589	31/08/2023	BUILDERS TRADE DEPOT	R 478,26	R 71,74	R 550,00	TC BRACKET
289	133571	264590	31/08/2023	ACDC EXPRESS HERMANUS	R 237,30	R 35,60	R 272,90	ELECTRICAL ITEMS
290	133088	264600	31/08/2023	ADIUVO ENTERPRISES (PTY) LTD	R 4 120,00	R 618,00	R 4 738,00	WORK WEAR
291	133024	264601	31/08/2023	STARTUNE (PTY) LTD	R 24 417,00	R 3 662,55	R 28 079,55	SAFETY GLOVES
292	133520	264603	31/08/2023	HERMANUS HARDWARE ITEMS	R 604,35	R 90,65	R 695,00	SMALL TOOLS
293	133510	264604	31/08/2023	HERMANUS OFFICE NATIONAL	R 1 683,83	R 252,57	R 1 936,40	STATIONERY
294	133365	264605	31/08/2023	BOTRIVIER BOEREMARK	R 881,25	R 132,19	R 1 013,44	SOFTBOARD
295	133381	264606	31/08/2023	LORD CHARLES HOTEL (PTY) LTD	R 5 265,13	R 789,77	R 6 054,90	ACCOMMODATION
296	133422	264607	31/08/2023	CITY OF CHOICE TRAVEL AND TOURS	R 5 973,91	R 896,09	R 6 870,00	FLIGHT TICKETS
297	133551	264608	31/08/2023	PLUMBLINK SA (PTY) LTD	R 1 732,98	R 259,95	R 1 992,93	PLUMBING ITEMS

TOTALS **297** **R 1 333 304,86** **R 180 634,79** **R 1 513 939,65**

5.2**NON-COMPLIANCE WITH PARAGRAPH 17 OF THE OVERSTRAND MUNICIPALITY SCM POLICY: TRAVEL SERVICES**

DS Arrison
26 April 2023

Director : Management Services

(028) 313 8001

1. Executive Summary

The expenditure incurred in contravention of paragraph 17 of Council's Supply Chain Management (SCM) Policy was reported to the Municipal Public Accounts Committee, in terms of Section 3(1)(b) of the Local Government: Municipal Finance Management Act (56/2003); Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings and/or Section 32 of the Local Government: Municipal Finance Management Act (56/2003).

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Management Services
Council Support Services

3. Compliance with Strategic Priority

Provision of democratic, accountable and ethical governance

4. Delegated Authority

Not applicable

5. Legal Requirements

Local Government: Municipal Finance Management Act, (Act 56 of 2003).

6. Background/Discussion/Evaluation/Conclusion**Background**

The Deputy Executive Mayor, Cllr Ntsabo, and the MMC for Community Services, Cllr Nutt, had to represent the municipality at an Arbor Award event, to be held on 1 September 2022 in Mbombela.

Travel and accommodation arrangements were made for the councillors to attend the event. On the morning of 1 September 2022, the mentioned councillors arrived at the check-in desk at the Cape Town International Airport, too late as the gates were already closed.

Both Councillors contacted the office of the Councillors (Whiles), and the Secretary had to make other arrangements with regard to the flights to

Both Councillors contacted the office of the Councillors (Whiles), and the Secretary had to make other arrangements with regard to the flights to Mbombela. He obtained permission from both the Mayor and Municipal Manager and re-booked new flights. Alternate arrangements were also made for the Councillors' transport from the airport to the hotel where they stayed for the evening.

These new flight tickets brought about additional expenses to the originally purchased airline tickets as well as transport between the airport and hotel costs, and the original orders captured for these transactions had to be increased.

As the additional flight tickets were purchased without prior authorisation of an approved order, the transaction was reported as irregular. Reimbursement of transport costs to the amount of R600,00 was also approved, due to flight changes.

The Speaker did an investigation and his finding was that the additional expenditure could be justified.

Corrective Steps / Conclusion

On 30 August 2023, the Municipal Public Accounts Committee (MPAC) consisting of Cllrs C Tafu-Nwonkwo, A Komani and K Ngqandana, considered a detailed report on the matter and came to the conclusion that the Municipality did not suffer any financial loss and was unanimous in its decision to recommend to Council that the irregular expenditure in the amount of R15 593.76 be certified as irrecoverable and be written off.

7. Financial Implications

Irregular expenditure: R15 593.76

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

None

RECOMMENDATION TO THE COUNCIL:

that the irregular expenditure in the amount of R15 593.76 (incl. VAT) for the travel services, be certified as irrecoverable and written off in terms of section 32(2)(b) of the Local Government: Municipal Finance Management Act, Act 56 of 2003.

RESPONSIBLE OFFICIAL :**B KING
C LE ROUX**

5.3**A PORTION OF ERF 1071 DE KELDERS: DEVIATION FROM THE APPROVED TARIFF AND ADMINISTRATION OF IMMOVABLE PROPERTY POLICY: UMZALI CIVILS (PTY) LTD****A Le Roux****Manager: Property Administration****14 September 2023****(028) 316 5623****1. Executive Summary**

To obtain approval for:

- (a) the deviation from the approved tariff for the temporary use (≤ 12 months) of municipal land for the storage of building materials next to building sites or for general purposes (per m² per month);
- (b) the use of tariff S34C3: Enclosure or exclusive use of portions of the Commonage, Public Open Spaces, Road Reserves or Public Thoroughfares for gardening purposes where a lease is not applicable (per m² per month); and
- (c) the deviation from paragraph 41 of the Administration of Immovable Property Policy insofar the payment of rates, taxes, availability fees;

in order for the Municipality to enter into a 12 (TWELVE) months lease agreement with Umzali Civils (Pty) Ltd (hereinafter referred to as "Umzali") for the lease of municipal property, being a portion of Erf 1071 De Kelders ($\pm 3,200$ m² in extent) (hereinafter referred to as the "property"), to be used for stockpiling of road construction material.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Infrastructure & Planning
Property Administration

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Creation and maintenance of a safe and healthy environment

4. Delegated Authority

None

5. Legal Requirements

- Administration of Immovable Property Policy of the Overstrand Municipality (2015).

- Local Government: Municipal Finance Management Act, 2003 Municipal Asset Transfer Regulations, 2008 (No R. 878 of 2008).

6. Background/Discussion/Evaluation/Conclusion

Background/Discussion

Umzali was awarded the tender by the Western Cape Government (Department of Transport and Public Works) for the second phase of the upgrade of the R43 provincial road between Gansbaai and Hermanus. The first phase [between Hermanus and Stanford] was completed by Haw and Ingles. The latter negotiated stockpile space with private owners adjacent to the road for phase one. The new contractor, Umzali tried to negotiate with private landowners for the second phase but was not able to obtain a suitable area close to Gansbaai. They subsequently enquired whether Overstrand Municipality in its capacity as owners of the property, would be prepared to make a portion of approximately 3,200m² (THREE THOUSAND TWO HUNDRED SQUARE METRES) in extent, as indicated on the attached locality map marked Annexure A, available to be used for stockpiling of road construction material. They previously applied for a portion of the property to the North of the area (see Annexure B) which was approved, but they have subsequently realized that they cannot use that portion without having to clear more fynbos, which they cannot do. The new area they applied for is already cleared and usable. The in principle for this area will be obtained once all the internal comments are received.

Umzali was informed that once the lease is approved, rental in the amount of R7.40/m² (SEVEN RAND AND FORTY CENTS PER SQUARE METRE) (VAT included) per month will be charged by the Municipality in terms of the following approved tariff:

Tariff code	Detail	Exclude VAT	Include VAT
S34G1	Tempory use (\leq 12months) of municipal land for the storage of building materials next to building sites or for general purposes (per m ² per month)	6.43	7.40

The above tariff was approved to be mainly used to accommodate the numerous applications the Property Administration Department receive from builders wanting to make use of road reserves or public places to store building materials (bricks, sand, etc.) during the construction phase, which is normally small areas (thus the rental is never too high).

If the tariff is used in the case of Umzali, which is busy with a big project to the benefit of the Municipality and public, it will have the effect that they will have to pay a rental amount of approximately R23,680.00 (TWENTY THREE THOUSAND SIX HUNDRED AND EIGHTY RAND) (VAT included) per month to the Municipality to use the property for stockpiling only. The tender

submitted by Umzali did not make provision for this additional expense which they will have to carry out of own pocket. The areas currently alienated to Western Cape Government (Department of Transport and Public Works) is not sufficient to accommodate the stockpiling as they have to work on it.

As Umzali needs to proceed with the works as per their tender with Western Cape Government (Department of Transport and Public Works), and to ensure that there is no delay, they need to secure an area urgently. The finalisation of the upgrade is of utmost importance and to the benefit of both the Municipality and the public. There is at this stage not enough time to obtain a valuation at their cost (R2,500.00), hence it is recommended that Council deviates from the approved tariff S34G1 and rather apply the tariff S34C3 (even though the latter is not explicitly applicable to leases) to make it more affordable for Umzali. The mentioned tariff is:

Tariff code	Detail	Exclude VAT	Include VAT
S34C3	Enclosure or exclusive use of portions of the Commonage, Public Open Spaces, Road Reserves or Public Thoroughfares for gardening purposes where a lease is not applicable (per m ² per month)	2.46	2.83

If the above tariff is used, Umzali will pay a monthly rental of approximately R9,056.00 (NINE THOUSAND AND FIFTY-SIX RAND) (VAT included) per month which is more affordable for them.

Evaluation

The following conditions of the Administration of Immovable Property Policy of the Overstrand Municipality of 2015 are applicable:

- (1) **Paragraph 4: “No application for the purchase, lease of or encroachment on immovable property (save for the instances mentioned in paragraphs 58 to 62 and 64.1 below) shall be processed unless the prescribed application fee as per tariff approved in the annual budget for that financial year has been paid, nor shall any proposed lease or encroachment (save for the instances mentioned in paragraphs 58 to 62 and 64.1 below) be advertised unless the applicant has confirmed, in writing, that he/she will bear all costs involved in such transaction including - but not limited to - legal, survey, re-zoning, sub-division, consolidations, advertisement, relocation or provision of services and, where applicable, a deposit as per prescribed rate to cover incidental costs has been paid.”**

Umzali will pay the required application fee of R731.00 (SEVEN HUNDRED AND THIRTY-ONE RAND) (VAT included).

- Paragraph 21: “Short term lease of municipal immovable property:**
- 21.1 The Municipality may grant a short term lease of municipal immovable property up to three years without the option of renewal only after the Accounting Officer has approved the lease in principle.**
- 21.2 Immovable property let according to paragraph 21.1 above need not be advertised in terms of paragraph 10.1 and 10.2 and need not be subsequently approved by the Executive Mayor, but shall be subject to the following:**
- (a) the lessee shall be responsible for all costs regarding the connection of services, service fees and any other costs associated with the lease;**
 - (b) the Municipality shall, if it is not prescribed that market related rental must be charged, determine the rental;**
 - (c) the lessee shall undertake in writing to compensate the Municipality for damages caused to the immovable property for whatever reason;**
 - (d) the lessee shall indemnify the Municipality against any claims; and**
 - (e) the Municipality may request proof of financial viability to honour the lease.”**

The proposed lease period is 12 (TWELVE) months. The necessary approval of the Accounting Officer for the lease of the property will be obtained once all the comments are received and this approval is obtained as to the rental amount.

No services will be provided to the property. A lease agreement will be entered into with Umzali which will address all and any comments received from the internal departments. This lease agreement will also contain the required indemnity and all other relevant conditions.

- (2) Paragraph 26: “In cases where a rental amount has been approved in the annual budget of the Municipality for certain types of leases and encroachments, the approved amount will be used for purposes of determining the rental amount.”**

The request is that Tariff S34C3 be used instead of Tariff S34G1.

- (2) Paragraph 41: “The lessee shall, as a rule, be liable for the payment of rates, taxes and service charges in respect of the leased property. In the case of leases to certain social care users and sports facilities at rentals lower than market value the Municipality may consider granting a rebate on rates in accordance with the Rates Policy of the Municipality.”**

As only a portion of Erf 1071 De Kelders will be made available, it will be difficult to calculate rates and taxes. Umzali is only going to use the property for stockpiling and has indicated that they will not need any services to the property. It will thus be requested that no rates, taxes and service charges be levied.

Conclusion

It is proposed that Council approves:

- (a) the deviation from the approved tariffs to rather use tariff Tariff S34C3: Enclosure or exclusive use of portions of the Commonage, Public Open Spaces, Road Reserves or Public Thoroughfares for gardening purposes where a lease is not applicable (per m² per month) instead of Tariff S34G1: Temporary use (≤ 12 months) of municipal land for the storage of building materials next to building sites or for general purposes (per m² per month) in calculating the rental payable by Umzali; and
- (b) the deviation from paragraph 41 of the Administration of Immovable Property Policy insofar the payment of rates, taxes, availability fees and services charges be waived;

subject to the approval of the Accounting Officer of the proposed lease to Umzali Civils (Pty) Ltd.

7. Financial Implications

The Municipality stands to gain a rental amount of R9,056.00 (NINE THOUSAND AND FIFTY-SIX RAND) (VAT included) per month calculated at R2.83/m² on an estimated size of 3,200m² instead of R23,680.00 (TWENTY-THREE THOUSAND SIX HUNDRED AND EIGHTY RAND) (VAT included) per month calculated at R7.40/m² on an estimated size of 3,200m².

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Locality Map
Annexure B: Initial approved lease area

RECOMMENDATION TO THE COUNCIL:

1. that, in order for the Accounting Officer to consider approving a lease to Umzali Civils (Pty) Ltd, the following **be approved**:
 - (a) the deviation from the approved tariff S34G1 for the temporary use (≤ 12 months) of municipal land for the storage of building materials next to building sites or for general purposes (per m² per month);
 - (b) the tariff S34C3: Enclosure or exclusive use of portions of the Commonage, Public Open Spaces, Road Reserves or Public Thoroughfares for gardening purposes (where a lease is not applicable) (per m² per month) be used in calculation of the rental;
 - (c) the deviation from paragraph 41 of the Administration of Immovable Property Policy insofar the payment of rates, taxes, availability fees and services charges be waived; and
2. that the above is subject to the Accounting Officer approving the lease of a portion of Erf 1071 De Kelders to Umzali Civils (Pty) Ltd.

RESPONSIBLE OFFICIAL :**M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****11 OCTOBER 2023****TARGET DATE TO INFORM APPLICANT :****11 OCTOBER 2023**

ANNEXURE A



ANNEXURE B



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

7. CONSIDERATION OF NOTICES OF MOTIONS / QUESTIONS

At the time of the closing of the agenda, no notices of motions/questions were received.

8. CONSIDERATION OF MOTIONS OF EXIGENCY (IF ANY)