



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

A G E N D A

I-AJENDA

**DATE / DATUM / UMHLA : 28 FEBRUARY / FEBRUARIE /
FEBHRUWARI 2018**

**VENUE / PLEK / INDAWO : AUDITORIUM / OUDITORIUM /
I-ODITHORIYAM**

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

TIME / TYD / IXESHA : 10:00

MUNICIPALITY / MUNISIPALITEIT / UMASIPALA WE-OVERSTRAND

Office of the Municipal
Manager
Municipal Offices
HERMANUS

23 February 2018

NOTICE TO ALL ALDERMEN AND COUNCILLORS

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of the **MAYORAL COMMITTEE** will be held in the **Auditorium, Civic Centre, HERMANUS**, on **WEDNESDAY, 28 FEBRUARY 2018** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD
MUNICIPAL MANAGER**

23 Februarie 2018

KENNISGEWING AAN ALLE RAADSHERE EN RAADSLEDE

KENNIS WORD HIERMEE GEGEE dat 'n **GEWONE VERGADERING** van die **BURGEMEESTERSKOMITEE** gehou sal word in die **Ouditorium, Burgersentrum, HERMANUS**, op **WOENSDAG, 28 FEBRUARY 2018** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD
MUNISIPALE BESTUURDER**

23 Febhruwari 2018

ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA

INTLANGANISO YESIQHELO YEKOMITI KASODOLOPHU WE-OVERSTRAND

OKU KUKWAZISA ukuba intlanganiso **YESIQHELO yeKOMITI KASODOLOPHU**, iza kuba se **I-Odithoriyam, kwiZiko, eHERMANUS ULWESITHATHU UMHLA, 28 FEBHRUWARI 2018** ngeye-**10:00** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

**C GROENEWALD
UMPHATHI KAMASIPALA**

AGENDA/...

1. OPENING

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. CONFIRMATION OF MINUTES

3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 29 November 2017 at 10:00**

3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Wednesday, 24 January 2018 at 10:00**

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

5. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c), FOR JANUARY 2018

8/2/2

C Le Roux

(028) 313 8107

Corporate Head Office

15 February 2018

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, as well as approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for January 2018.

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 May 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 clause 36(1)(a) for January 2018 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 January 2018 is attached as per **Annexure B**.

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)

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for January 2018, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for January 2018, **be noted**.

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

Am

SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(a) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - JANUARY 2018

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
1	SCD3046/2017	TRUVELO MANUFACTURERS (PTY) LTD	20180110	Clause 36(1)(a)(ii)	5 626,32	-	787,65	6 413,97	CALIBRATION OF PUMP MEASURING APPARATUS
2	SCD3045A/2017	DE PAUW DREDGING SERVICES (PTY)	20171229	Clause 36(1)(a)(v)	21 357,50	-	-	21 357,50	REPLACEMENT OF PUMP SHAFT AND PUMP IMPELLER
3	83903	FAIRBRIDGES WERTHEIM BECKER (O)	20180122	Clause 36(1)(a)(v)	109 366,00	-	15 311,24	124 677,24	OVE4/0113 MUNICIPAL MANAGER'S REGULATION
4	83905	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	248,00	-	34,72	282,72	OVE4/0005 HAWSTON SEA FARMS FOUNDATION
5	83906	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	30 000,00	-	4 200,00	34 200,00	OVE4/0031 PARADISE PARK
6	83908	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	5 940,00	-	831,60	6 771,60	OVE4/0058 BABOON CONTROL
7	83910	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	2 204,00	-	308,56	2 512,56	OVE4/0086 WHALECOVE MEMO
8	83911	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	2 022,00	-	283,08	2 305,08	OVE4/0093 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
9	83913	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	1 004,00	-	140,56	1 144,56	OVE4/0092 MARKET SQUARE EVICTION
10	83914	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	18 912,50	-	550,22	19 462,72	OVE4/0095 WATER & SANITATION SERVICES SOUTH AFRICA
11	83915	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	682,00	-	95,48	777,48	KARWYDERSKRAAL CONTRACTUAL DISPUTE
12	83916	FAIRBRIDGES WERTHEIM BECKER AT	20180122	Clause 36(1)(a)(v)	45 316,22	-	6 344,27	51 660,49	OVE4/0106 FIRE SERVICES
13	83917	FAIRBRIDGES WERTHEIM BECKER (O)	20180122	Clause 36(1)(a)(v)	1 620,00	-	226,80	1 846,80	OVE4/0110 MR A T GROENEWALD - EVICTION
14	83919	FAIRBRIDGES WERTHEIM BECKER (O)	20180122	Clause 36(1)(a)(v)	2 880,00	-	408,20	3 288,20	OVE4/0120 ELEPHANT VENTURES AFRICA
15	83926	FAIRBRIDGES WERTHEIM BECKER (O)	20180122	Clause 36(1)(a)(v)	79 575,02	-	11 140,50	90 715,52	OVE4/0122 FERKNLOOF NATURE RESERVE REVIEW
16	83981	FAIRBRIDGES WERTHEIM BECKER (O)	20180124	Clause 36(1)(a)(v)	6 480,00	-	907,20	7 387,20	OVE4/0110 MR A T GROENEWALD - EVICTION
17	83983	FAIRBRIDGES WERTHEIM BECKER (O)	20180124	Clause 36(1)(a)(v)	800,00	-	112,00	912,00	OVE4/0111 A & D JAARS
18	83984	FAIRBRIDGES WERTHEIM BECKER (O)	20180124	Clause 36(1)(a)(v)	1 000,00	-	140,00	1 140,00	OVE4/0114 EVICTION - ERF 7238 OVERHILLS KLEINMOMD
19	83985	FAIRBRIDGES WERTHEIM BECKER (O)	20180124	Clause 36(1)(a)(v)	18 200,00	-	2 548,00	20 748,00	OVE4/0118 TENDER SC 1742/2016 SECTION 72 APPEAL
20	84020	FAIRBRIDGES WERTHEIM BECKER (O)	20180124	Clause 36(1)(a)(v)	8 873,00	-	1 242,22	10 115,22	OVE4/0121 FERKNLOOF INTEGRATED DEVELOPMENT PLAN
21	83449	BURGER A DIVISION OF MEDIA 24	20180108	Clause 36(1)(a)(v)(d)	2 526,32	-	353,68	2 880,00	PROPOSED DRAFT EVENTS POLICY AND BY-LAW - EXTENSION NOTICE
22	83522	AYANDA MBANGA COMMUNICATIONS	20180110	Clause 36(1)(a)(v)(d)	11 020,75	-	1 542,91	12 563,66	[VACANCIES] DIE BURGER VAN 20 JANUARIE 2018 AFR. CAM132716
23	83673	OVERSTRAND HERALD	20180115	Clause 36(1)(a)(v)(d)	2 815,79	-	394,21	3 210,00	ADS-SC1841-1843/2018- INCOME
24	83674	BURGER A DIVISION OF MEDIA 24	20180115	Clause 36(1)(a)(v)(d)	9 852,64	-	1 379,36	11 232,00	ADS-SC1841-1843/2018- INCOME
25	83680	THEMBEKA PROPERTIES (PTY) LTD	20180115	Clause 36(1)(a)(v)(d)	3 168,00	-	443,52	3 611,52	PLAAS NOTICE NR 4/2018 ERF 1599 & 2461 SANDBAAI IX IN UITGAWE VILLAGE NEWS AFR
26	83726	BURGER A DIVISION OF MEDIA 24	20180116	Clause 36(1)(a)(v)(d)	12 249,37	-	1 714,91	13 964,28	ENG XHOSA
27	83731	GANSBAAI COURANT BK	20180116	Clause 36(1)(a)(v)(d)	2 800,00	-	392,00	3 192,00	ADS- SC 1840+1844+1845/2018 DIE BURGER
28	83766	INDEPENDENT NEWSPAPERS (PTY) L	20180116	Clause 36(1)(a)(v)(d)	7 626,79	-	1 067,75	8 694,54	SC 1841-1842+1843/2018 INCOME DEPT
29	83884	AYANDA MBANGA COMMUNICATIONS	20180122	Clause 36(1)(a)(v)(d)	5 431,91	-	760,45	6 192,36	ADS SC 1840+1844+1845/2018
30	83930	THEMBEKA PROPERTIES (PTY) LTD	20180123	Clause 36(1)(a)(v)(d)	2 640,00	-	369,60	3 009,60	(VACANCIES) GANSBAAI COURANT VAN DO 25/01/2018 AFR & ENG CAM132796
31	84083	THEMBEKA PROPERTIES (PTY) LTD	20180126	Clause 36(1)(a)(v)(d)	2 640,00	-	369,60	3 009,60	ART 14 ADVERT - HARRIS - PTF OF ERF 1 HAWSTON
32	84130	OVERSTRAND HERALD	20180129	Clause 36(1)(a)(v)(d)	2 296,00	-	321,44	2 617,44	NOTICE NO: 05/2018 ANNUAL REPORT
33	84150	BURGER A DIVISION OF MEDIA 24	20180129	Clause 36(1)(a)(v)(d)	4 083,13	-	571,63	4 654,76	NOTICE NO: 05/2018 ANNUAL REPORT
34	84151	INDEPENDENT NEWSPAPERS (PTY) L	20180129	Clause 36(1)(a)(v)(d)	2 457,41	-	344,03	2 801,44	ADVERT SC 1850/2018: SEWAGE VACUUM TANKERS MIKE
35	84197	BURGER A DIVISION OF MEDIA 24	20180130	Clause 36(1)(a)(v)(d)	5 052,64	-	707,36	5 760,00	ADVERT SC 1850/2018: SEWAGE VACUUM TANKERS MIKE
36	84212	BURGER A DIVISION OF MEDIA 24	20180130	Clause 36(1)(a)(v)(d)	3 200,00	-	448,00	3 648,00	NOTICE NO: 05/2018 ANNUAL REPORT
37	84225	BURGER A DIVISION OF MEDIA 24	20180131	Clause 36(1)(a)(v)(d)	6 063,16	-	848,84	6 912,00	4TH ADJUSTMENT BUDGET FOR 2016/2017 (SPECIAL ADJUSTMENTS BUDGET)
38	84227	THEMBEKA PROPERTIES (PTY) LTD	20180131	Clause 36(1)(a)(v)(d)	3 960,00	-	554,40	4 514,40	PLACE GRANT IN AID ADVERTISEMENT IN HERMANUS TIMES
									PLACE NOTICE FOR GRANT IN AID APPLICATIONS AS PER PROOF
					R 451 990,47	R	R 58 190,99	R 510 181,46	

Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - January 2018

Request	Supplier	Date	Value (VAT Excl)	VAT	Value (VAT Incl)	Reason Code	Comments / Line description
10							Received only one quote by closing time and date of submission of quotation
11							Received only two quotes at closing time and date of submission of quotation
83122	SAFE SECURITY SYSTEMS STANFORD	20171214	7 613,50	-	7 613,50	10	INSTALLATION OF NEW ALARM SYSTEM AT STANFORD SEWERAGE STATION
83167	BIDVEST WALTONS	20171215	6 358,36	890,16	7 248,52	10	VOLTEX MONEY COUNTER DIGITAL COUNTER Q107 & HP2 CASH DRAWER Q1457AA
83970	OVERSTRAND TRAINING INSTITUTE	20180123	7 455,00	-	7 455,00	10	CLASSROOM WITH COMPUTERS & MEALS FOR 13 PEOPLE 30.31 JANUARY 2018 & 01 FEBRUARY 2018
83987	PAGLIARI (PTY) LTD	20180124	6 600,00	924,00	7 524,00	10	REFURBISHING AND REPLATING (18CT GOLD) OF THE MAYORAL CHAIN
84047	TRAFFIC MANAGEMENT TECHNOLOGY	20180125	7 741,00	1 083,74	8 824,74	10	REPLACE FAULTY LANTERN AT ROBOT (TRAVEL COST, LABOUR AND MATERIAL)
83014	REVIVE DESIGN	20171211	9 975,00	-	9 975,00	11	BRANDED SPECIAL OFFICE FILES WITH BLUE TAPE
83376	BIDVEST WALTONS	20180103	2 885,89	404,04	3 289,93	11	SUPPLY AND DELIVERY OF STATIONERY
83593	WELDING WORX	20180111	9 810,00	1 373,40	11 183,40	11	SUPPLY AND FIT TOILET CISTERN COVERS : 550MM WIDE X 320MM LENGTH X 23MM DEPTH
83606	GROENEWALD D	20180111	17 100,00	-	17 100,00	11	TRANSLATION SERVICES (AFR / ENG EDITING - TRANSLATION: NEWSLETTERS, ADVERTS, POSTERS ETC)
84046	CINOGEN TRADING CC	20180125	6 800,00	952,00	7 752,00	11	REPAIR OF CLIFFORD BT23 ROLLER BRAKE TESTER AND TRAVELLING COST
10 R			82 338,75	R	5 627,34	R	87 966,09