



**SPECIAL MEETING OF THE MAYORAL  
COMMITTEE**

**SPESIALE VERGADERING VAN DIE  
BURGEMEESTERSKOMITEE**

**INTLANGANISO EKHETHEKILEYO YEKOMITI  
KASODOLOPHU**

**A G E N D A**

**I-AJENDA**

**DATE / DATUM / UMHLA : 27 JULY / JULIE / JULAYI 2017**

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

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

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

# **MUNISIPALITEIT OVERSTRAND MUNICIPALITY**

Office of the Municipal  
Manager  
Municipal Offices  
HERMANUS

24 July / Julie / Julayi 2017

## **NOTICE TO ALL ALDERMEN AND COUNCILLORS**

**NOTICE IS HEREBY GIVEN** that a **SPECIAL MEETING** of the **MAYORAL COMMITTEE** will be held in the **Banqueting Hall, Civic Centre, HERMANUS**, on **THURSDAY, 27 JULY 2017** at **10:00** to consider the items set out in the attached agenda.

**C GROENEWALD**  
**MUNICIPAL MANAGER**

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## **KENNISGEWING AAN ALLE RAADSHERE EN RAADSLEDE**

**KENNIS WORD HIERMEE GEGEE** dat 'n **SPESIALE VERGADERING** van die **BURGEMEESTERSKOMITEE** gehou sal word in die **Banketsaal, Burgersentrum, HERMANUS**, op **DONDERDAG, 27 JULIE 2017** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD**  
**MUNISIPALE BESTUURDER**

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## **ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA**

**OKU KUKWAZISA** ukuba **INTLANGANISO EKHETHEKILEYO YEKOMITI KASODOLOPHU** iza kuba se **Banqueting Hall, kwiZiko LoLUNTU, eHERMANUS ngoLWESINE, 27 JULAYI 2017** ngeye-**10:00** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

**C GROENEWALD**  
**LOMPHATHI KAMASIPALA**

**AGENDA/...**

- 1. OPENING**
  
- 2. APPLICATIONS FOR LEAVE OF ABSENCE**
  
- 3. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE EXECUTIVE MAYOR/EXECUTIVE DEPUTY MAYOR**

**4. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c), FOR JUNE 2017**

**8/2/2**

**C Le Roux**

**(028) 313 8107**

**Corporate Head Office**

**06 July 2017**

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**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 June 2017.

**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 June 2017 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 below R 30,000.00 (Incl. VAT) 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 June 2017 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 June 2017, **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 June 2017, **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 - JUNE 2017

#	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	76993	TRAFFIC MANAGEMENT TECHNOLOGY	20170628	Clause 36(1)(a)(i)	R 6 855.00		R 959.70	R 7 814.70	UITROEFOOI EN HERSTELWERK AAN MOUNT PLEASANT VOETOOORGANE
2	1	DERELUX PRINTING	20170619	Clause 36(1)(a)(i)	R 6 144.00		R 0.00	R 6 144.00	PROCUREMENT OF BLANKETS FOR COMMUNITY MEMBERS AFFECTED BY FLOODING & SEVERE COLD FRONT
3	69048	EARLYWORX 282 (PTY) LTD (FPSA)	20160829	Clause 36(1)(a)(v)	R 30 701.76		R 4 298.24	R 35 000.00	POSTAGE FRANKING MACHINE
4	76909	MOOV FUEL (PTY) LTD	20170620	Clause 36(1)(a)(v)	R 11 280.00		R 1 579.20	R 12 859.20	REFURBISH THE 3 DIESEL TANKS AS QUOTED
5	76923	EARLYWORX 282 (PTY) LTD (FPSA)	20170619	Clause 36(1)(a)(v)	R 3 055.93		R 427.82	R 3 483.75	FPSA SERVICE, FPSA TELESET & SAPO LICENCE RENEWAL FOR FRANKING MACHINE
6	76929	WORK DYNAMICS (PTY) LTD	20170613	Clause 36(1)(a)(v)	R 23 642.00		R 3 309.88	R 26 951.88	MARKET RELATED INFORMATION FOR SECTION 54A AND 556 DIRECTOR
7	76955	KLEINMOND BOUHANDEL	20170627	Clause 36(1)(a)(v)	R 24 997.45		R 3 499.57	R 28 497.02	PROCUREMENT OF BUILDING MATERIALS FOR MOOITSIG COMMUNITY HALL, BETTY'S BAY
8	76957	BULO HERMANUS	20170627	Clause 36(1)(a)(v)	R 44 374.27		R 6 212.40	R 50 586.67	PROCUREMENT OF BUILDING MATERIALS FOR MOOITSIG COMMUNITY HALL, BETTY'S BAY
9	76989	EARLYWORX 282 (PTY) LTD (FPSA)	20170627	Clause 36(1)(a)(v)	R 2 982.15		R 417.50	R 3 399.65	115SERV1000 FPSA SERVICE POSTAL FRANKING MACHINE
10	76937	RICTS HOLDINGS (PTY) LTD	20170614	Clause 36(1)(a)(v)	R 12 952.41		R 1 813.34	R 14 765.75	SUPPLY & INSTALL GABLE WALL & SMALL PARTS
11	76849	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 48 528.50		R 6 793.99	R 55 322.49	VE4/0031 PARADISE PARK
12	76851	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 2 295.50		R 321.37	R 2 616.87	VE4/0071 SANDMINE
13	76853	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 17 924.19		R 2 509.38	R 20 433.57	VE4/0077 BERGHOF
14	76854	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 7 543.50		R 1 056.09	R 8 599.59	VE4/0086 WHALECOVE MEMO
15	76855	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 17 435.81		R 2 441.01	R 19 876.82	VE4/0092 MARKET SQUARE EVICTION
16	76859	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 10 195.12		R 1 427.31	R 11 622.43	VE4/0106 FORE SERVICES
17	76861	FAIRBRIDGES WERTHEIM BECKER AT	20170602	Clause 36(1)(a)(v)(c)	R 3 620.18		R 506.82	R 4 127.00	VE4/0104 A. JONATHAN VSALGA BARGAINING COUNCIL
18	76884	FAIRBRIDGES WERTHEIM BECKER (O)	20170607	Clause 36(1)(a)(v)(c)	R 14 817.50		R 2 074.45	R 16 891.95	VE4/0108 BUNGANE FACILITY & SERVICES
19	76885	FAIRBRIDGES WERTHEIM BECKER AT	20170607	Clause 36(1)(a)(v)(c)	R 49 097.04		R 3 645.04	R 52 742.08	VE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
20	76902	FAIRBRIDGES WERTHEIM BECKER AT	20170608	Clause 36(1)(a)(v)(c)	R 3 925.81		R 549.61	R 4 475.42	VE4/0092 MARKET SQUARE EVICTION
21	76912	FAIRBRIDGES WERTHEIM BECKER (O)	20170612	Clause 36(1)(a)(v)(c)	R 14 493.68		R 2 029.11	R 16 522.79	VE4/0108 BUNGANE FACILITY & SERVICES
22	76942	FAIRBRIDGES WERTHEIM BECKER AT	20170615	Clause 36(1)(a)(v)(c)	R 10 699.50		R 1 497.93	R 12 197.43	VE4/0031 PARADISE PARK
23	76943	FAIRBRIDGES WERTHEIM BECKER AT	20170615	Clause 36(1)(a)(v)(c)	R 1 108.00		R 715.12	R 8 23.12	VE4/0077 BERGHOF
24	76944	FAIRBRIDGES WERTHEIM BECKER AT	20170615	Clause 36(1)(a)(v)(c)	R 1 162.50		R 582.75	R 4 745.25	VE4/0086 WHALECOVE MEMO
25	76945	FAIRBRIDGES WERTHEIM BECKER AT	20170615	Clause 36(1)(a)(v)(c)	R 2 530.16		R 354.22	R 2 884.38	VE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
26	76946	FAIRBRIDGES WERTHEIM BECKER AT	20170615	Clause 36(1)(a)(v)(c)	R 20 707.50		R 2 899.05	R 23 606.55	VE4/0100 KARWYDERSKRAAL CONTRACTUAL DISPUTE
27	76994	FAIRBRIDGES WERTHEIM BECKER AT	20170628	Clause 36(1)(a)(v)(c)	R 35 275.50		R 4 998.57	R 40 274.07	VE4/0031 PARADISE PARK
28	76995	FAIRBRIDGES WERTHEIM BECKER AT	20170628	Clause 36(1)(a)(v)(c)	R 3 895.00		R 536.90	R 4 371.90	VE4/0077 BERGHOF
29	76996	FAIRBRIDGES WERTHEIM BECKER AT	20170628	Clause 36(1)(a)(v)(c)	R 11 491.52		R 1 608.81	R 13 100.33	VE4/0086 WHALECOVE MEMO
30	76998	FAIRBRIDGES WERTHEIM BECKER AT	20170628	Clause 36(1)(a)(v)(c)	R 22 892.00		R 3 204.98	R 26 096.88	VE4/0100 KARWYDERSKRAAL CONTRACTUAL DISPUTE
31	77000	FAIRBRIDGES WERTHEIM BECKER AT	20170628	Clause 36(1)(a)(v)(c)	R 18 389.33		R 2 574.51	R 20 963.84	VE4/0106 FIRE SERVICES
32	77001	FAIRBRIDGES WERTHEIM BECKER (O)	20170628	Clause 36(1)(a)(v)(c)	R 5 631.00		R 788.34	R 6 419.34	VE4/0108 BUNGANE FACILITY & SERVICES
33	75811	BURGER A DIVISION OF MEDIA 24	20170410	Clause 36(1)(a)(v)(d)	R 2 210.53		R 309.47	R 2 520.00	FINAL IDP NOTICE
34	76844	BURGER A DIVISION OF MEDIA 24	20170602	Clause 36(1)(a)(v)(d)	R 3 552.63		R 497.37	R 4 050.00	ADVERT SC.1806/2017 H/TIMES PLOT CLEARING
35	76860	THEMBKA PROPERTIES (PTY) LTD	20170602	Clause 36(1)(a)(v)(d)	R 2 558.16		R 0.00	R 2 558.16	KENNISG.NR..85/2017-BEGROTING EN TARIWE 2017/2018 PLAAS 6 JUNIE 2017. AFR/ENG/XHO
36	76866	BURGER A DIVISION OF MEDIA 24	20170602	Clause 36(1)(a)(v)(d)	R 2 368.43		R 331.57	R 2 700.00	KENNISG.NR..85/2017-BEGROTING EN TARIWE 2017/2018 PLAAS 8 JUNIE 2017. AFR/ENG/XHO
37	76871	BURGER A DIVISION OF MEDIA 24	20170608	Clause 36(1)(a)(v)(d)	R 4 105.26		R 574.74	R 4 680.00	ERF .106 BEACH ROAD SANDBAAL: PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS & CONSENT USES
38	76872	THEMBKA PROPERTIES (PTY) LTD	20170608	Clause 36(1)(a)(v)(d)	R 8 652.60		R 0.00	R 8 652.60	WATER QUALITY ADVERTS
39	76973	BURGER A DIVISION OF MEDIA 24	20170621	Clause 36(1)(a)(v)(d)	R 6 000.00		R 840.00	R 6 840.00	ADVERT: DATABASE REGISTRATION
40	76994	THE INSTITUTE OF INTERNAL AUDI	20170624	Clause 36(1)(a)(v)(f)	R 5 943.00		R 832.02	R 6 775.02	ANNUAL MEMBERSHIP RENEWAL - SUBSCRIPTION FEE & ONLINE LIBRARY SUBSCRIPTION
		TOTAL	40		R 463 602.70	R 69 371.72	R 68 958.08	R 601 932.50	

## Schedule of approvals in terms of Clause 16(b) and 17(1)(c) of the SCM Policy - Overstrand Municipality June 2017

## Reason Codes for exceptions:

10) Received only one quote at closing time and date of submission of quotation

11) Received only two quotes at closing time and date of submission of quotation

Note: Please be advised that some of the descriptions below are only of the first line item on the request

Number	Request	Supplier	Value (Excl VAT)	VAT	Value (VAT Incl)	Reason Code	Comments / Line description
1	76827	HS METALWORKS	R 26 236.85	R 3 673.15	R 29 910.00	10	SUPPLY AND INSTALL OF ALUMINIUM WINDOWS, DOOR FRAMES AND DOORS AND MAINTENANCE OF CONTAINERS
2	76033	ARTHUR AA	R 3 000.00	R 0.00	R 3 000.00	11	VERF VAN PALMIET KIOSK.
3	76273	BUCO HERMANUS	R 25 712.90	R 3 599.80	R 29 312.70	11	DAK VAN AANBOUING
4	76313	MANUEL T (MANUEL BOUER)	R 25 800.00	R 0.00	R 25 800.00	11	VERVANG EN INSTALLEER HOUTRAAM VENSTERS BY VERKEERSDEPARTEMENT
4	TOTAL		R 80 749.75	R 7 272.95	R 88 022.70		