



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE /

IMIZUZU

DATE / DATUM / UMHLA : 24 JUNE / JUNIE / JUNI 2020
VENUE / PLEK / INDAWO : VIRTUAL
TIME / TYD / IXESHA : 10:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF AN ORDINARY MEETING OF THE MAYORAL COMMITTEE HELD ON A VIRTUAL PLATFORM ON 24 JUNE 2020, AT 10:00

PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Mr C Groenewald, Municipal Manager
Ms D Arrison, Director : Management Services
Ms S Reyneke-Naudé, Director : Finance
Mr R Williams, Director : Community Services
Mr S Madikane, Director : LED
Mr S Müller, Director : Infrastructure & Planning
Mr R Kuchar, Senior Manager : Town Planning
Mr A Wyngaard, Senior Manager : Hermanus Administration
Ms A Le Roux, Manager : Property Administration
Ms Z Mazuthu, Chief Risk Officer
Ms H van Tonder, Manager : Council Support Services
Ms D Taljaard, PA to Executive Mayor
Ms S Swart: Administrative Officer : Council Support Services
ICT

MINUTES/.....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING
24 JUNE 2020

ALDERMAN/COUNCILLORS	SIGNATURE
AFRICA, F	
BOJHA, D	
BRICE, KD	
COETSEE, A	
COETZEE, DP	
COHEN, G	
DE CONING, CA	
GILLION, E	
KALOLO, SV	
KOMANI, AS	
KRIGE, F	
NQINATA, NNT	
MACOTHA, VC	
MAY, C	
MOLEFE, B	
MORGAN, H	
MSWELI, X	
NTSABO, L	
NUTT, R	
ORBAN, J	
PUNGUPUNGU, V	
RESANDT, C	
SAPEPA, NM	
TAFU-NWONKWO, CC	
TEBELE, S	

1. OPENING

The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 27 May 2020 at 10:00**

RESOLVED:

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 27 May 2020 at 10:00, be confirmed.**

- 3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Friday, 12 June 2020 at 10:00**

RESOLVED:

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Friday, 12 June 2020 at 10:00, be confirmed.**

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

The Deputy Executive Mayor, Cllr E Gillion, wished all officials of the Overstrand Municipality who tested positive for the Corona-19 virus a speedy recovery and requested the Municipal Manager to convey to all staff members to put their safety first.

5.

OVERSTRAND: AMENDMENT OF THE OVERSTRAND MUNICIPALITY BY-LAW ON MUNICIPAL LAND USE PLANNING, ADOPTION OF THE OVERSTRAND MUNICIPALITY LAND USE SCHEME AND OVERLAY ZONES AND INCORPORATION INTO THE SAID BY-LAW

15/2

R Kuchar

Senior Manager: Town & Spatial Planning

11 May 2020

(028) 313 8900

EXECUTIVE SUMMARY

To submit to Council the following:

Reviewed Overstrand Municipality By-Law on Municipal Land Use Planning and the Overstrand Municipality Land Use Scheme and Overlay Zones for adoption by Council and after adoption:

Rescinding of the following policies:

- Overstrand Policy on Playschools on single residential erven, 2001 (Executive Committee Meeting, dated 7 August 2001);
- Policy on Guidelines and Requirements in respect of applications for the erection/establishment of additional dwelling units and accommodation for farm workers/staff on agricultural land units within the jurisdiction area of the Overstrand Municipality, 2009 (Council dated 1 September 2009), and
- Policy for Conducting an Accommodation Establishment on a single residential erf, 2001 (Executive Committee meeting, dated 31 May 2001), and
- Determination of the zoning of various even to be aligned with the Fernkloof Nature Reserve Proclamation, 2000.

RECOMMENDATION TO THE COUNCIL :

1. that the Reviewed Overstrand Municipality By-Law on Municipal Land Use Planning and the Overstrand Municipality Land Use Scheme and Overlay Zones **be adopted** by Council;
2. that the following policies **be rescinded**:
 - Overstrand Policy on Playschools on Single Residential erven, dated 2001 (Executive Committee Meeting, dated 7 August 2001)
 - Policy on Guidelines and requirements in respect of applications for the erection/establishment of additional dwelling units and accommodation for farm workers/ staff on agricultural land units within the jurisdiction area of the Overstrand Municipality, dated 2009 (Council dated 1 September 2009) and
 - Policy for conducting an accommodation establishment on a single residential erf, dated 2001 (Executive Committee meeting, dated 31 May 2001)

3. that the determination of the zoning of various erven to be aligned with Fernkloof Nature Reserve Proclamation, 2000, **be approved**; and
4. that the determination of bulk areas of the towns of Hermanus, Kleinmond and Gansbaai, **be approved**.

RESPONSIBLE OFFICIAL :

R KUCHAR

TARGET DATE FOR IMPLEMENTATION :

8 JULY 2020

TARGET DATE TO INFORM APPLICANT :

N/A

TARGET DATE TO INFORM OBJECTOR :

N/A

6.
**REPORTS OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE
(JAPAC) TO THE OVERSTRAND MUNICIPAL COUNCIL**

3/2/3/12

DC Van Der Heever

(028) 313 5035

Internal Audit Services

11 June 2020

EXECUTIVE SUMMARY

The purpose of the report is to present Council with the Reports of the Joint Audit and Performance Audit Committee (JAPAC) in terms of the reporting requirements as per paragraph 3 of the JAPAC Charter, approved by Council on 21 May 2017.

RECOMMENDATION TO THE COUNCIL:

that the reports from the Joint Audit and Performance Audit Committee to the Overstrand Municipal Council **be noted**.

RESPONSIBLE OFFICIAL :

DC VAN DER HEEVER

TARGET DATE FOR IMPLEMENTATION :

24 JUNE 2020

7.
COMBINED ASSURANCE POLICY FRAMEWORK

2/B

Z Mazuthu

12 June 2020

Chief Risk Officer

(028) 313 5084

EXECUTIVE SUMMARY

To obtain Council's approval for the Combined Assurance Policy Framework that has been reviewed by the Fraud and Risk Management Committee (FARMCO).

RECOMMENDATION TO THE COUNCIL:

that the Combined Assurance Policy Framework **be approved**.

RESPONSIBLE OFFICIAL :

Z MAZUTHU

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2020

**8.
FRAUD PREVENTION & ANTI-CORRUPTION STRATEGY, POLICY AND PLAN**

2/B

Z Mazuthu

12 June 2020

Chief Risk Officer

(028) 313 5084

EXECUTIVE SUMMARY

To obtain Council's approval for the Fraud Prevention & Anti-Corruption Strategy, Policy and Plan, that have been reviewed by the Fraud and Risk Management Committee (FARMCO).

RECOMMENDATION TO THE COUNCIL:

1. that the Fraud Prevention & Anti-Corruption Strategy **be approved**;
2. that the Fraud Prevention & Anti-Corruption Policy **be approved**; and
3. that the Fraud Prevention & Anti-Corruption Plan **be approved**.

RESPONSIBLE OFFICIAL :

Z MAZUTHU

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2020

9.

A PORTION OF ERF 775 FISHERHAVEN: DEVIATION FROM PARAGRAPHS 18, 20.1(b) AND 24 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER TEMPORARY LEASE AGREEMENT WITH LAKE MARINA YACHT AND BOAT CLUB

7/2/3/1

A Le Roux

Manager: Property Administration

31 March 2020

(028) 316-3724

EXECUTIVE SUMMARY

To obtain approval from the Executive Mayor to enter into a further lease agreement for a period of 7 (SEVEN) months from 1 July 2020 with Lake Marina Yacht and Boat Club, hereinafter referred to as "LMYCB" in respect of a portion of Erf 775 Fisherhaven for the purpose of managing the Lake Marina Yacht and Boat Club as well as operating 39 caravan sites for members and related activities; and

To obtain approval from Council for the deviation from paragraph 18, 20.1(b) and 24 of the Administration of Immovable Property Policy of 2015 allowing the Municipality to enter into a further lease agreement for a period of 7 (SEVEN) months from 1 July 2020 with LMYCB in respect of a portion of Erf 775 Fisherhaven for the purpose of managing the Lake Marina Yacht and Boat club as well as operating 39 caravan sites for members and related activities without following competitive bidding and public participation processes.

RESOLVED:

1. that the renewal of the lease of municipal property, being a portion of Erf 775 Fisherhaven, to Lake Marina Yacht and Boat Club for the purpose of managing the Lake Marina Yacht and Boat Club as well as operating 39 caravan sites for members and related activities for a period of 12 (TWELVE) months from 1 July 2020 at the rental amount of R32,457.24 (THIRTY TWO THOUSAND FOUR HUNDRED AND FIFTY SEVEN RAND AND TWENTY FOUR CENTS) (VAT excluded) for the full period, **be approved**; and
2. that the abovementioned approval be subject to Council approving a deviation from paragraphs 18, 20.1(b) and 24 of the Administration of Immovable Property Policy of 2015.

RECOMMENDATION TO THE COUNCIL:

1. that the deviation from paragraph 18 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club for a further period of 12 (TWELVE) months without following a competitive process, **be approved**;

2. that the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club for a further period of 12 (TWELVE) months without following a public participation process, **be approved**; and
3. that the deviation from paragraph 24 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club without having a new market related valuation being done, **be approved**.

RESPONSIBLE OFFICIAL :	M ERASMUS
TARGET DATE FOR IMPLEMENTATION :	31 JULY 2020
TARGET DATE TO INFORM APPLICANT :	30 JUNE 2020
TARGET DATE TO INFORM OBJECTOR :	N/A

**10.
MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR MAY 2020**

8/2/2

C Le Roux

Deputy Director: Finance & SCM

08 June 2020

(028) 313 8107

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 May 2020.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for May 2020, **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 May 2020, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

11.

ERF 8643 KLEINMOND - KLEINMOND COMMUNITY INVESTMENT HOLDINGS (PTY) LTD (KCIH): TRANSFER OF PROPERTY TO THE MUNICIPALITY AND WRITE OFF OF AMOUNTS RAISED

7/2/3/2

A Le Roux

Manager: Property Administration

12 June 2020

(028) 316-3724

EXECUTIVE SUMMARY

The purpose of the report is to request Council to approve the writing off of the amount of R77,616.57 (SEVENTY SEVEN THOUSAND SIX HUNDRED AND SIXTEEN RAND AND FIFTY SEVEN CENTS), representing the municipal rates and taxes, services charges, interest, penalties and collection costs levied on the municipal account in relation to Erf 8643 Kleinmond (herein referred to as “the property”), which property will be transferred back to the municipality now that the legal process of enforcement of the reversionary clause in the deed of sale through an order of court was concluded.

Erf 8643 Kleinmond is situated on the corner of Luckhoff Street and Harbour Road, Kleinmond and is 1344m² in extent.

RECOMMENDATION TO THE COUNCIL:

that Council **approves** the writing off of the amount of R77 616.57 (SEVENTY SEVEN THOUSAND SIX HUNDRED AND SIXTEEN RAND AND FIFTY SEVEN CENTS), representing the municipal rates and taxes, services charges, interest, penalties and collection costs levied on the municipal account number 311864300011 in order for the Municipality to attend to the transfer of Erf 8643 Kleinmond as ordered by the Court.

RESPONSIBLE OFFICIAL :

**A LE ROUX
E HOONENBERG**

TARGET DATE FOR IMPLEMENTATION :

30 JUNE 2020

TARGET DATE TO INFORM APPLICANT :

N/A

12.

PROPOSED AMENDMENT OF TWO CONTRACTS REGARDING GEOGRAPHIC INFORMATION SYSTEMS SERVICES:

CONTRACT SC1634A/2015: PROVISION OF GEOGRAPHICAL INFORMATION SYSTEMS (GIS) SERVICES IN THE OVERSTRAND MUNICIPAL AREA; AND CONTRACT SC1793/2017: THE ACQUISITION OF CAPPED ELA LICENSING FEE FOR THE GIS SYSTEM FOR A CONTRACT PERIOD ENDING 30 JUNE 2020

8/2/2

S Müller

Director : Infrastructure & Planning

10/06/2020

(028) 313 8910

EXECUTIVE SUMMARY

The purpose of this report is to provide the necessary information and motivation on the proposed amendment of contracts:

1. SC1634A/2015: Provision of Geographical Information System (GIS) Services Level Agreement (SLA) in the Overstrand municipal area, and
2. SC1793/2017: Enterprise License Agreement (ELA), licensing fee for the Geographical Information System (GIS),

for the extension of software licenses and services for a contract period ending 30 June 2023, in terms of the enabling provisions of section 116(3) of the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 (MFMA).

RECOMMENDATION TO THE COUNCIL:

1. that cognisance be taken of the reason for the proposed amendments of the following contracts:
 - (a) SC1634A/2015 for the GIS Services Level Agreement Contract; and
 - (b) SC1793/2017 for the GIS Enterprise License Agreement Contract;
2. that cognisance be taken that no recommendations or representations were received from the local community by the closing date 28 April 2020; and
3. that Council consents to these amendments.

RESPONSIBLE OFFICIAL :**L RAUCH****TARGET DATE FOR IMPLEMENTATION :****1 JULY 2020****TARGET DATE TO INFORM APPLICANT:****1 JULY 2020**

The meeting adjourned at 10:19

DATE

D COETZEE – EXECUTIVE MAYOR



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE /

IMIZUZU

DATE / DATUM / UMHLA : 24 JUNE / JUNIE / JUNI 2020
VENUE / PLEK / INDAWO : VIRTUAL
TIME / TYD / IXESHA : 10:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF AN ORDINARY MEETING OF THE MAYORAL COMMITTEE HELD ON A VIRTUAL PLATFORM ON 24 JUNE 2020, AT 10:00

PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Mr C Groenewald, Municipal Manager
Ms D Arrison, Director : Management Services
Ms S Reyneke-Naudé, Director : Finance
Mr R Williams, Director : Community Services
Mr S Madikane, Director : LED
Mr S Müller, Director : Infrastructure & Planning
Mr R Kuchar, Senior Manager : Town Planning
Mr A Wyngaard, Senior Manager : Hermanus Administration
Ms A Le Roux, Manager : Property Administration
Ms Z Mazuthu, Chief Risk Officer
Ms H van Tonder, Manager : Council Support Services
Ms D Taljaard, PA to Executive Mayor
Ms S Swart: Administrative Officer : Council Support Services
ICT

MINUTES/.....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING
24 JUNE 2020

ALDERMAN/COUNCILLORS	SIGNATURE
AFRICA, F	
BOJHA, D	
BRICE, KD	
COETSEE, A	
COETZEE, DP	
COHEN, G	
DE CONING, CA	
GILLION, E	
KALOLO, SV	
KOMANI, AS	
KRIGE, F	
NQINATA, NNT	
MACOTHA, VC	
MAY, C	
MOLEFE, B	
MORGAN, H	
MSWELI, X	
NTSABO, L	
NUTT, R	
ORBAN, J	
PUNGUPUNGU, V	
RESANDT, C	
SAPEPA, NM	
TAFU-NWONKWO, CC	
TEBELE, S	

1. OPENING

The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 27 May 2020 at 10:00**

RESOLVED:

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 27 May 2020 at 10:00, be confirmed.**

- 3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Friday, 12 June 2020 at 10:00**

RESOLVED:

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 27 May 2020 at 10:00, be confirmed.**

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

The Deputy Executive Mayor, Cllr E Gillion, wished all officials of the Overstrand Municipality who tested positive for the Corona-19 virus a speedy recovery and requested the Municipal Manager to convey to all staff members to put their safety first.

5.

OVERSTRAND: AMENDMENT OF THE OVERSTRAND MUNICIPALITY BY-LAW ON MUNICIPAL LAND USE PLANNING, ADOPTION OF THE OVERSTRAND MUNICIPALITY LAND USE SCHEME AND OVERLAY ZONES AND INCORPORATION INTO THE SAID BY-LAW

15/2

R Kuchar

Senior Manager: Town & Spatial Planning

11 May 2020

(028) 313 8900

EXECUTIVE SUMMARY

To submit to Council the following:

Reviewed Overstrand Municipality By-Law on Municipal Land Use Planning and the Overstrand Municipality Land Use Scheme and Overlay Zones for adoption by Council and after adoption:

Rescinding of the following policies:

- Overstrand Policy on Playschools on single residential erven, 2001 (Executive Committee Meeting, dated 7 August 2001);
- Policy on Guidelines and Requirements in respect of applications for the erection/establishment of additional dwelling units and accommodation for farm workers/staff on agricultural land units within the jurisdiction area of the Overstrand Municipality, 2009 (Council dated 1 September 2009), and
- Policy for Conducting an Accommodation Establishment on a single residential erf, 2001 (Executive Committee meeting, dated 31 May 2001), and
- Determination of the zoning of various even to be aligned with the Fernkloof Nature Reserve Proclamation, 2000.

RECOMMENDATION TO THE COUNCIL :

1. that the Reviewed Overstrand Municipality By-Law on Municipal Land Use Planning and the Overstrand Municipality Land Use Scheme and Overlay Zones **be adopted** by Council;
2. that the following policies **be rescinded**:
 - Overstrand Policy on Playschools on Single Residential erven, dated 2001 (Executive Committee Meeting, dated 7 August 2001)
 - Policy on Guidelines and requirements in respect of applications for the erection/establishment of additional dwelling units and accommodation for farm workers/ staff on agricultural land units within the jurisdiction area of the Overstrand Municipality, dated 2009 (Council dated 1 September 2009) and
 - Policy for conducting an accommodation establishment on a single residential erf, dated 2001 (Executive Committee meeting, dated 31 May 2001)

3. that the determination of the zoning of various erven to be aligned with Fernkloof Nature Reserve Proclamation, 2000, **be approved**; and
4. that the determination of bulk areas of the towns of Hermanus, Kleinmond and Gansbaai, **be approved**.

RESPONSIBLE OFFICIAL :

R KUCHAR

TARGET DATE FOR IMPLEMENTATION :

8 JULY 2020

TARGET DATE TO INFORM APPLICANT :

N/A

TARGET DATE TO INFORM OBJECTOR :

N/A

6.
**REPORTS OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE
(JAPAC) TO THE OVERSTRAND MUNICIPAL COUNCIL**

3/2/3/12

DC Van Der Heever

(028) 313 5035

Internal Audit Services

11 June 2020

EXECUTIVE SUMMARY

The purpose of the report is to present Council with the Reports of the Joint Audit and Performance Audit Committee (JAPAC) in terms of the reporting requirements as per paragraph 3 of the JAPAC Charter, approved by Council on 21 May 2017.

RECOMMENDATION TO THE COUNCIL:

that the reports from the Joint Audit and Performance Audit Committee to the Overstrand Municipal Council **be noted**.

RESPONSIBLE OFFICIAL :

DC VAN DER HEEVER

TARGET DATE FOR IMPLEMENTATION :

24 JUNE 2020

7.
COMBINED ASSURANCE POLICY FRAMEWORK

2/B

Z Mazuthu

12 June 2020

Chief Risk Officer

(028) 313 5084

EXECUTIVE SUMMARY

To obtain Council's approval for the Combined Assurance Policy Framework that has been reviewed by the Fraud and Risk Management Committee (FARMCO).

RECOMMENDATION TO THE COUNCIL:

that the Combined Assurance Policy Framework **be approved**.

RESPONSIBLE OFFICIAL :

Z MAZUTHU

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2020

**8.
FRAUD PREVENTION & ANTI-CORRUPTION STRATEGY, POLICY AND PLAN**

2/B

Z Mazuthu

12 June 2020

Chief Risk Officer

(028) 313 5084

EXECUTIVE SUMMARY

To obtain Council's approval for the Fraud Prevention & Anti-Corruption Strategy, Policy and Plan, that have been reviewed by the Fraud and Risk Management Committee (FARMCO).

RECOMMENDATION TO THE COUNCIL:

1. that the Fraud Prevention & Anti-Corruption Strategy **be approved**;
2. that the Fraud Prevention & Anti-Corruption Policy **be approved**; and
3. that the Fraud Prevention & Anti-Corruption Plan **be approved**.

RESPONSIBLE OFFICIAL :

Z MAZUTHU

TARGET DATE FOR IMPLEMENTATION :

1 JULY 2020

9.

A PORTION OF ERF 775 FISHERHAVEN: DEVIATION FROM PARAGRAPHS 18, 20.1(b) AND 24 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FURTHER TEMPORARY LEASE AGREEMENT WITH LAKE MARINA YACHT AND BOAT CLUB

7/2/3/1

A Le Roux

Manager: Property Administration

31 March 2020

(028) 316-3724

EXECUTIVE SUMMARY

To obtain approval from the Executive Mayor to enter into a further lease agreement for a period of 7 (SEVEN) months from 1 July 2020 with Lake Marina Yacht and Boat Club, hereinafter referred to as "LMYCB" in respect of a portion of Erf 775 Fisherhaven for the purpose of managing the Lake Marina Yacht and Boat Club as well as operating 39 caravan sites for members and related activities; and

To obtain approval from Council for the deviation from paragraph 18, 20.1(b) and 24 of the Administration of Immovable Property Policy of 2015 allowing the Municipality to enter into a further lease agreement for a period of 7 (SEVEN) months from 1 July 2020 with LMYCB in respect of a portion of Erf 775 Fisherhaven for the purpose of managing the Lake Marina Yacht and Boat club as well as operating 39 caravan sites for members and related activities without following competitive bidding and public participation processes.

RESOLVED:

1. that the renewal of the lease of municipal property, being a portion of Erf 775 Fisherhaven, to Lake Marina Yacht and Boat Club for the purpose of managing the Lake Marina Yacht and Boat Club as well as operating 39 caravan sites for members and related activities for a period of 12 (TWELVE) months from 1 July 2020 at the rental amount of R32,457.24 (THIRTY TWO THOUSAND FOUR HUNDRED AND FIFTY SEVEN RAND AND TWENTY FOUR CENTS) (VAT excluded) for the full period, **be approved**; and
2. that the abovementioned approval be subject to Council approving a deviation from paragraphs 18, 20.1(b) and 24 of the Administration of Immovable Property Policy of 2015.

RECOMMENDATION TO THE COUNCIL:

1. that the deviation from paragraph 18 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club for a further period of 12 (TWELVE) months without following a competitive process, **be approved**;

2. that the deviation from paragraph 20.1(b) of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club for a further period of 12 (TWELVE) months without following a public participation process, **be approved**; and
3. that the deviation from paragraph 24 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club without having a new market related valuation being done, **be approved**.

RESPONSIBLE OFFICIAL :	M ERASMUS
TARGET DATE FOR IMPLEMENTATION :	31 JULY 2020
TARGET DATE TO INFORM APPLICANT :	30 JUNE 2020
TARGET DATE TO INFORM OBJECTOR :	N/A

**10.
MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR MAY 2020**

8/2/2

C Le Roux

Deputy Director: Finance & SCM

08 June 2020

(028) 313 8107

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 May 2020.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for May 2020, **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 May 2020, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

11.

ERF 8643 KLEINMOND - KLEINMOND COMMUNITY INVESTMENT HOLDINGS (PTY) LTD (KCIH): TRANSFER OF PROPERTY TO THE MUNICIPALITY AND WRITE OFF OF AMOUNTS RAISED

7/2/3/2

A Le Roux

Manager: Property Administration

12 June 2020

(028) 316-3724

EXECUTIVE SUMMARY

The purpose of the report is to request Council to approve the writing off of the amount of R77,616.57 (SEVENTY SEVEN THOUSAND SIX HUNDRED AND SIXTEEN RAND AND FIFTY SEVEN CENTS), representing the municipal rates and taxes, services charges, interest, penalties and collection costs levied on the municipal account in relation to Erf 8643 Kleinmond (herein referred to as “the property”), which property will be transferred back to the municipality now that the legal process of enforcement of the reversionary clause in the deed of sale through an order of court was concluded.

Erf 8643 Kleinmond is situated on the corner of Luckhoff Street and Harbour Road, Kleinmond and is 1344m² in extent.

RECOMMENDATION TO THE COUNCIL:

that Council **approves** the writing off of the amount of R77 616.57 (SEVENTY SEVEN THOUSAND SIX HUNDRED AND SIXTEEN RAND AND FIFTY SEVEN CENTS), representing the municipal rates and taxes, services charges, interest, penalties and collection costs levied on the municipal account number 311864300011 in order for the Municipality to attend to the transfer of Erf 8643 Kleinmond as ordered by the Court.

RESPONSIBLE OFFICIAL :

**A LE ROUX
E HOONENBERG**

TARGET DATE FOR IMPLEMENTATION :

30 JUNE 2020

TARGET DATE TO INFORM APPLICANT :

N/A

12.

PROPOSED AMENDMENT OF TWO CONTRACTS REGARDING GEOGRAPHIC INFORMATION SYSTEMS SERVICES:

CONTRACT SC1634A/2015: PROVISION OF GEOGRAPHICAL INFORMATION SYSTEMS (GIS) SERVICES IN THE OVERSTRAND MUNICIPAL AREA; AND CONTRACT SC1793/2017: THE ACQUISITION OF CAPPED ELA LICENSING FEE FOR THE GIS SYSTEM FOR A CONTRACT PERIOD ENDING 30 JUNE 2020

8/2/2

S Müller

Director : Infrastructure & Planning

10/06/2020

(028) 313 8910

EXECUTIVE SUMMARY

The purpose of this report is to provide the necessary information and motivation on the proposed amendment of contracts:

1. SC1634A/2015: Provision of Geographical Information System (GIS) Services Level Agreement (SLA) in the Overstrand municipal area, and
2. SC1793/2017: Enterprise License Agreement (ELA), licensing fee for the Geographical Information System (GIS),

for the extension of software licenses and services for a contract period ending 30 June 2023, in terms of the enabling provisions of section 116(3) of the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 (MFMA).

RECOMMENDATION TO THE COUNCIL:

1. that cognisance be taken of the reason for the proposed amendments of the following contracts:
 - (a) SC1634A/2015 for the GIS Services Level Agreement Contract; and
 - (b) SC1793/2017 for the GIS Enterprise License Agreement Contract;
2. that cognisance be taken that no recommendations or representations were received from the local community by the closing date 28 April 2020; and
3. that Council consents to these amendments.

RESPONSIBLE OFFICIAL :**L RAUCH****TARGET DATE FOR IMPLEMENTATION :****1 JULY 2020****TARGET DATE TO INFORM APPLICANT:****1 JULY 2020**

The meeting adjourned at 10:19

DATE

D COETZEE – EXECUTIVE MAYOR