



**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 : 27 MARCH / MAART / MATSHI
2019**

**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

22 March 2019

NOTICE TO ALL ALDERMEN AND COUNCILLORS

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of the **MAYORAL COMMITTEE** will be held in the **Banqueting Hall, Civic Centre, HERMANUS**, on **WEDNESDAY, 27 MARCH 2019** at **10:00** to consider the items set out on the attached agenda.

C GROENEWALD
MUNICIPAL MANAGER

22 Maart 2019

KENNISGEWING AAN ALLE RAADSHERE EN RAADSLEDE

KENNIS WORD HIERMEE GEGEE dat 'n **GEWONE VERGADERING** van die **BURGEMEESTERSKOMITEE** gehou sal word in die **Banketsaal, Burgersentrum, HERMANUS**, op **WOENSDAG, 27 MAART 2019** om **10:00** vir oorweging van die items op die meegaande agenda.

C GROENEWALD
MUNISIPALE BESTUURDER

22 Matshi 2019

ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA

INTLANGANISO YESIQHELO YEKOMITI KASODOLOPHU WE-OVERSTRAND

OKU KUKWAZISA ukuba intlanganiso **YESIQHELO yeKOMITI KASODOLOPHU**, iza kuba se **I-Banqueting Hall, kwiZiko, eHERMANUS ULWESITHATHU UMHLA, 27 MATSHI 2019** 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, 27 February 2019 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) : FEBRUARY 2019

8/2/2

C Le Roux

(028) 313 8107

Corporate Head Office

08 March 2019

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 February 2019.

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 February 2019 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 February 2019 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 February 2019, **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 February 2019, **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 - FEBRUARY 2019

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
1	SCD3114/2018	ZOETE INVAL TRAVELLERS LODGE	20190212	Clause 36(1)(a)(i)	R 10 930.43		R 1 639.57	R 12 570.00	ACCOMMODATION FOR GARDEN ROUTE DISTRICT MUNICIPALITY
2	SCD3112/2018	SHINE THE WAY 917 CC	20190205	Clause 36(1)(a)(i)	R 758.26		R 113.74	R 872.00	EMERGENCY: HIRING OF GENERATORS
3	SCD3111/2018	ZOETE INVAL TRAVELLERS LODGE	20190204	Clause 36(1)(a)(i)	R 15 200.00		R 2 280.00	R 17 480.00	EMERGENCY ACCOMMODATION FOR PUBLIC ORDER POLICE
4	SCD31084/2018	ABB SOUTH AFRICA (PTY) LTD.	20190227	Clause 36(1)(a)(ii)	R 173 913.04		R 26 086.96	R 200 000.00	UPGRADING OF 9 X HD4 /LMT VOLT CIRCUIT BREAKERS AND INSTALLATION OF 12 X 100W LM PANEL HEATERS
5	SCD3106/2018	ONLAB SPECIALIST ELECTRO TECHNOLOGY CC	20190204	Clause 36(1)(a)(v)	R 43 478.27		R 6 521.73	R 50 000.00	SUPPLY OF LABOUR FOR THE INSTALLATION, TESTING & MAINTENANCE OF PROTECTION RELAYS
6	SCD3113/2018	FIRST TECHNOLOGY WESTERN CAPE (PTY) LTD.	20190227	Clause 36(1)(a)(v)	R -	R 530 122.06	R 79 518.31	R 609 640.37	PROCUREMENT OF ADDITIONAL MICROSOFT SOL LICENSES
7	95454	FAIRBRIDGES WERTHEIM BECKER AT	20190208	Clause 36(1)(a)(v)(c)	R 26 086.96		R 3 913.04	R 30 000.00	OVE4/0148 PEARLY BEACH HOME OWNERS ASSOCIATION
8	95430	FAIRBRIDGES WERTHEIM BECKER AT	20190208	Clause 36(1)(a)(v)(c)	R 43 478.27		R 6 521.73	R 50 000.00	OVE4/0120 ELEPHANT VENTURE AFRICA
9	95452	FAIRBRIDGES WERTHEIM BECKER AT	20190208	Clause 36(1)(a)(v)(c)	R 34 782.61		R 5 217.39	R 40 000.00	OVE4/0145 EVICTION KLEINMOND
10	95855	FAIRBRIDGES WERTHEIM BECKER AT	20190221	Clause 36(1)(a)(v)(c)	R 8 895.86		R 1 304.34	R 10 000.00	OVE4/0147 HERMANUS BEACH CLUB UNLAWFUL OCCUPATION
11	95304	THEMBEKA PROPERTIES (PTY) LTD	20190205	Clause 36(1)(a)(v)(d)	R 3 960.00		R 594.00	R 4 554.00	ERF 5673 VOELKLIP: REMOVAL, SUBDIVISION, DEPARTURE
12	95262	BURGER A DIVISION OF MEDIA 24	20190204	Clause 36(1)(a)(v)(d)	R 4 290.79		R 643.61	R 4 934.40	ERF 126, SANDBAAL: REMOVAL
13	95155	THEMBEKA PROPERTIES (PTY) LTD	20190131	Clause 36(1)(a)(v)(d)	R 3 432.00		R 514.80	R 3 946.80	PLAAS NOT NR 17/2019 X1 IN UITGAWE VILLAGE NEWS 6.02.2019. ERF 9901 HYK
14	95312	BURGER A DIVISION OF MEDIA 24	20190205	Clause 36(1)(a)(v)(d)	R 5 095.31		R 764.29	R 5 859.60	PLAAS NOTICE NR 12/2019 IN UITGAWE VAN HERM TIMES X1 ERF 2225HYK
15	95314	BURGER A DIVISION OF MEDIA 24	20190205	Clause 36(1)(a)(v)(d)	R 3 039.31		R 455.89	R 3 495.20	NOTICE OF PUBLIC WARD COMMITTEE MEETINGS FEB 2019
16	95381	AYANDA MBANGA COMMUNICATIONS	20190207	Clause 36(1)(a)(v)(d)	R 4 854.59		R 728.17	R 5 582.76	TAAALVORSORGING EN PLASING VAN ADV. IN DIE OVERSTRAND HERALD VAN 14/02/2019. AFR & ENG. CAM/135863
17	95501	BURGER A DIVISION OF MEDIA 24	20190212	Clause 36(1)(a)(v)(d)	R 2 502.96		R 375.44	R 2 878.40	NOTICE NO: 20/2019 OMAF MEETING
18	95709	BURGER A DIVISION OF MEDIA 24	20190218	Clause 36(1)(a)(v)(d)	R 5 095.31		R 764.29	R 5 859.60	PLAAS NOTICE NR 21/2019 X1 IN UITGAWE VAN HERM TIMES 21.02.2019 ERF 5432 VOELKLIP
19	95915	BURGER A DIVISION OF MEDIA 24	20190222	Clause 36(1)(a)(v)(d)	R 4 320.00		R 648.00	R 4 968.00	ADVERT SC 1962/2019

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
20	95880	BURGER A DIVISION OF MEDIA 24	20190221	Clause 36(1)(a)(v)(c)	R 6 972.53		R 1 045.87	R 8 018.40	ADVERTS SC.1962/PRUNING & SC1968 GARD MAINT
21	95902	INDEPENDENT NEWSPAPERS (PTY)	20190221	Clause 36(1)(a)(v)(d)	R 2 555.60		R 383.34	R 2 938.94	ADVERT SC1962/2019 PRUNING AND FELLING C/TIMES
22	95941	AYANDA MBANGA COMMUNICATIONS	20190225	Clause 36(1)(a)(v)(d)	R 38 070.89		R 5 710.59	R 43 781.28	PLASING VAN GROEP ADVERTENSIES IN DIE BURGER VAN SA 02/03/2019 - AFR. CAM135995
23	95942	AYANDA MBANGA COMMUNICATIONS	20190225	Clause 36(1)(a)(v)(d)	R 9 694.95		R 1 454.23	R 11 149.18	PLASING VAN GROEP ADV IN DIE OVERSTRAND HERALD VAN DO 28/02/2019 ENG & AFR. CAM135996
24	96018	GANSBAAI COURANT BK	20190227	Clause 36(1)(a)(v)(d)	R 2 084.35		R 312.65	R 2 397.00	ERVEN 107,109 & 110 VAN DYKSBAAI: REMOVAL, REZONING, CONSOLIDATION, CONSENT USE, DEPARTURES
25	95638	FLIGHT SPECIALS	20190214	Clause 36(1)(a)(v)(e)	R 3 808.89		R 571.33	R 4 380.22	RETURN AIR TRAVEL FOR R FRASER FROM CAPE TOWN TO OR TAMBO ATTENDING ILMPOSA MEETING ON 03/03/19
26	95095	SIGNATURE LUX HOTEL	20190130	Clause 36(1)(a)(v)(e)	R 4 621.92		R 626.08	R 5 248.00	ACCOMMODATION FOR 4 NIGHTS:MEETINGS AFRICA 2019
27	96054	FLIGHT SPECIALS	20190227	Clause 36(1)(a)(v)(e)	R 6 375.52		R 956.32	R 7 331.84	RETURN FLIGHTS FOR MUNICIPAL MANAGER AND MAYOR CAPE TOWN TO DURBAN AND BACK
28	95693	INSTITUTE OF ENVIRONMENT AND R	20190215	Clause 36(1)(a)(v)(f)	R 2 360.00		R -	R 2 360.00	MEMBERSHIP FEES 2019 NR 3485
29	95116	SHERIFF PRETORIA SOUTH EAST -	20190130	Clause 36(1)(a)(v)(f)	R 347.83		R 52.17	R 400.00	SERVE SUMMONS: R G SCHEEPERS, 386 ACUILLA AVE, WATERKLOOF RIDGE, PTA.0181
30	89577	SHERIFF CAPE TOWN EAST - XOLU	20180807	Clause 36(1)(a)(v)(f)	R 1 826.10		R 273.92	R 2 100.02	JAARORDER - KAAPSTAD OOS BALIU
31	88950	SHERIFF GOODWOOD 1 - 4156 IJ	20180724	Clause 36(1)(a)(v)(f)	R 4 347.83		R 552.17	R 5 000.00	JAARORDER - GOODWOOD AREA 1 BALIU
32	88993	SHERIFF MITCHELL'S PLAIN - HC	20180724	Clause 36(1)(a)(v)(f)	R 2 607.83		R 391.17	R 2 999.00	JAARORDER - MITCHELL'S PLAIN SUID BALIU
33	88996	SHERIFF STRAND - D BURGER	20180724	Clause 36(1)(a)(v)(f)	R 1 739.14		R 260.86	R 2 000.00	JAARORDER - STRAND BALIU
34	95766	SHERIFF CAPE TOWN NORTH - TOBI	20190219	Clause 36(1)(a)(v)(f)	R 347.83		R 52.17	R 400.00	SERVE SUMMONS OSH 07/2019 ON P J WINTERBACH, 18 WARWICK RD, WEST BEACH
35	95768	SHERIFF BELLVILLE NORTH - T WI	20190219	Clause 36(1)(a)(v)(f)	R 347.83		R 52.17	R 400.00	SERVE SUMMONS OSH 08/2019 ON N WINTERBACH, 2 LYNWOOD GRANGE, LYNWOOD AVE, DURBANVILLE
36	95764	SHERIFF BLOEMFONTEIN EAST - RO	20190219	Clause 36(1)(a)(v)(f)	R 347.83		R 52.17	R 400.00	SERVE SUMMONS OSH 06/2019 ON F B MARSHOF AT 237 DR VELCHER RD HEIDEDAL
37	95769	SHERIFF WYNBERG EAST (ACTING)	20190219	Clause 36(1)(a)(v)(f)	R 695.66		R 104.34	R 800.00	SERVE SUMMONS OSH 09/2019 ON C C SMITH AT 148 THORNTON RD, BELTHORNE ESTATE, CT
38	89192	SHERIFF JOHANNESBURG NORTH - O	20180730	Clause 36(1)(a)(v)(f)	R 2 608.70		R 391.30	R 3 000.00	JAARORDER - JOHANNESBURG NOORD BALIU
39	89193	SHERIFF PRETORIA NOORD.OOS - A	20180730	Clause 36(1)(a)(v)(f)	R 1 739.14		R 260.86	R 2 000.00	JAARORDER - PRETORIA NOORD OOS BALIU

TOTAL 39 R 487 413.94 R 530 122.06 R 152 209.01 R 1 169 745.01



Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - February 2019

		Received only one quote by closing time and date of submission of quotation						
		10	11					
		Received only two quotes at closing time and date of submission of quotation						
#	Request	Supplier	Date	Value (VAT Excl)	VAT	Value (VAT Incl)	Reason Code	Comments / Line description
1	94633	MAIN EN SEAGLADES EIENDOMME CC	20190115	R 25 870.00	R 3 880.50	R 29 750.50	10	APPOINTMENT OF A PROFESSIONAL FOR THE PROJECT MANAGEMENT RELATING TO THE INSTALLATION OF A NEW PASSE
2	95209	TEMFIN HOLDINGS (PTY) LTD	20190201	R 13 000.00	R -	R 13 000.00	10	SUPPLY AND DELIVERY OF DAILY NEWSPAPER - 11 FEB 2019 TO 31 JULY 2019
3	94085	MUKONI SOFTWARE CC	20181206	R 5 630.00	R 844.50	R 6 474.50	10	USSD ONCE-OFF REGISTRATION AND SET-UP
4	95344	GANSBAAI PRECAST	20190206	R 10 869.57	R 1 630.43	R 12 500.00	10	50 CONCRETE KRUISE. VERVOER EN VAT INGESLUIT
5	95006	RIAAN VAN ZYL	20190128	R 25 500.00	R 3 825.00	R 29 325.00	10	DEVELOPMENT OF A TREE INVENTORY IN THE HERMANUS AREA ACCORDING TO SPECIFICATIONS
6	94862	ADENCO CONSTRUCTION (PTY) LTD	20190123	R 25 220.82	R 3 783.11	R 29 003.93	10	10 X SUPPLY AND INSTALL OF 300MMX4 CU CABLE
7	95385	PRO SKILLS DEVELOPMENT (PTY)	20190207	R 11 750.00	R 1 762.50	R 13 512.50	10	WEEDATER TRAINING IN HERMANUS FOR 13 PEOPLE
8	95762	ALTRON NEXUS (PTY) LTD	20190219	R 6 124.29	R 918.64	R 7 042.93	10	1 X HYTERA PD785G VHF DIGITAL PORTABLE RADIO & CHARGER
9	95243	GANSBAAI AIRCON AND REFRIGERATION	20190204	R 7 050.00	R 1 057.50	R 8 107.50	10	1 X SUPPLY AND INSTALL NEW AIR CONDITIONER (WALL UNIT IN OFFICE CONTAINER) 12000 WINDOW WALL UNIT
10	94907	PRIMWOOD PRODUCTS	20190123	R 24 834.79	R 3 725.21	R 28 560.00	11	13 X SINGLE REFUSE BINS (530X520X725)
11	95153	BLINDS AND FLOORING STUDIO	20190131	R 2 134.79	R 320.21	R 2 455.00	11	VYNAL FLOORCOVER - 9M2 SERIES 200 CHOCOLATE (+ CLEANING OF FLOORS + STRIPS AT DOORS)
12	95193	BOTRIVIER BOEREMARK	20190131	R 5 025.00	R 753.75	R 5 778.75	11	15 X RAZOR WIRE (T12) 750MM
13	93118	GANSBAAI AIRCON AND REFRIGERATION	20181107	R 14 026.67	R 2 104.00	R 16 130.67	11	1 X 24 000 BTUR410 NON INVERTER MIDWALL SPLIT UNIT (HEATING AND COOLING)

14	94300	BOTRIVIER BOEREMARK	20181218	R	9 116.50	R	1 367.48	R	10 483.98	11	70 X 1.9M *114MM*38MM TREATED TIMBER DEK PLANKS SA PINE, 20 X 3.6M TREATED POLES
15	95045	OVERBERG AGRI BEDRYWE (PTY) LTD	20190129	R	2 766.00	R	414.90	R	3 180.90	11	FOOTKLEP 110MM; GALV STAAN, GALV ELBOW, PERROT KMG
16	95151	EVELYN'S PAINTING SERVICES	20190131	R	24 500.00	R	-	R	24 500.00	11	INSTALL BIRD PROOF,REPLACE BARGE BOARDS,SEAL ROOF,PAINT BUILDING,REPLACE GLASS.
17	95573	THE COMPUTER HUT CC	20190213	R	2 608.70	R	391.30	R	3 000.00	11	4 X PS-1205T 12V 18AH BATTERY, LABOUR CLEAN TEST AND REPLACE UPS BATTERY

TOTAL	17	R	216 027.13	R	26 779.03	R	242 806.16
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