



**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 : 25 MARCH / MAART / MATSHI  
2020**

**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

**20 March 2020**

### **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, 25 MARCH 2020** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD  
MUNICIPAL MANAGER**

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**20 Maart 2020**

### **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, 25 MAART 2020** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD  
MUNISIPALE BESTUURDER**

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**20 Matshi 2020**

### **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, 25 MATSHI 2020** 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, 26 February 2020** at **14:00**

3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Tuesday, 17 March 2020** at **11:30**

**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 FEBRUARY 2020**

**8/2/2**

**C Le Roux**

**06 March 2020**

**Deputy Director: Finance & SCM**

**(028) 313 8107**

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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 February 2020.

**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 clause 36(1)(a) for February 2020 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 2020 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 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 February 2020, **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 2020**

| #  | Request      | Supplier                           | Date     | Deviation in terms of Clause 36(1)(a) | Amount Operational | Amount Capital | VAT          | Value of the Deviation | Comments / Line description   |
|----|--------------|------------------------------------|----------|---------------------------------------|--------------------|----------------|--------------|------------------------|---|
| 1  | SCD3175/2020 | VIKING PONY AFRICA PUMPS (PTY) LTD | 20200207 | Clause 36(1)(a)(i)                    | R -                | R 4 817 836.10 | R 737 890.42 | R 5 654 826.52         | GATEWAY EXPANSION, MECHANICAL, ELECTRICAL AND CIVIL BOREHOLE EQUIPMENT AND INSTALLATION                               |
| 2  | SCD3177/2020 | NEDBANK                            | 20200217 | Clause 36(1)(a)(v)                    | R 2 478.98         | R -            | R -          | R 2 848.53             | BANK AND SARB CHARGES RELATING TO THE NEDBANK FOREIGN EXCHANGE PAYMENT FOR THE MICROSOFT ENTERPRISE LICENSE AGREEMENT |
| 3  | SCD3180/2020 | TRAFFIC MANAGEMENT TECHNOLOGIES    | 20200218 | Clause 36(1)(a)(v)                    | R 3 514.00         | R -            | R -          | R 4 041.10             | REPAIR TO MAIN ROAD SANDBAAL ROBOT  |
| 4  | 104895       | GANSBAAI COURANT BK                | 20200131 | Clause 36(1)(a)(v)(d)                 | R 1 789.57         | R -            | R -          | R 2 058.00             | AMENDMENT OF THE OVERSTRAND MUNICIPALITY LIQUOR TRADING HOURS BY-LAW 2011   |
| 5  | 104879       | BURGER A DIVISION OF MEDIA 24      | 20200130 | Clause 36(1)(a)(v)(d)                 | R 5 118.26         | R -            | R -          | R 787.74               | AMENDMENT OF THE OVERSTRAND MUNICIPALITY LIQUOR TRADING HOURS BY-LAW 2011   |
| 6  | 104875       | OVERSTRAND HERALD                  | 20200130 | Clause 36(1)(a)(v)(d)                 | R 2 785.76         | R -            | R -          | R 417.88               | AMENDMENT OF THE OVERSTRAND MUNICIPALITY LIQUOR TRADING HOURS BY-LAW 2011   |
| 7  | 104876       | OVERSTRAND HERALD                  | 20200130 | Clause 36(1)(a)(v)(d)                 | R 2 785.76         | R -            | R -          | R 417.88               | ADVERT - PRINGLE BAY RATE PAYERS ASSOCIATION - ERF 1772   |
| 8  | 105026       | AYANDA MBANGA COMMUNICATIONS (     | 20200205 | Clause 36(1)(a)(v)(d)                 | R 27 227.87        | R -            | R -          | R 4 084.15             | TAALVERSORGING EN PLASING VAN GROEP ADVERT. IN DIE BURGER VAN SAT 08/02/2020 AFR. SCH47591                            |
| 9  | 105053       | BURGER A DIVISION OF MEDIA 24      | 20200206 | Clause 36(1)(a)(v)(d)                 | R 4 536.00         | R -            | R -          | R 680.40               | ADVERT SC2070 BUSS HUB PLACING 07/02  |
| 10 | 105052       | BURGER A DIVISION OF MEDIA 24      | 20200206 | Clause 36(1)(a)(v)(d)                 | R 4 536.00         | R -            | R -          | R 680.40               | ADVERT SC 2070/2020 BUSS HUB PLACING 07/02  |
| 11 | 104844       | INDEPENDENT NEWSPAPERS (PTY) L     | 20200204 | Clause 36(1)(a)(v)(d)                 | R 3 922.28         | R -            | R -          | R 498.34               | ADVERT SC 2068 STRM WATER SYSTEMS PLACING 07/02   |
| 12 | 104841       | INDEPENDENT NEWSPAPERS (PTY) L     | 20200204 | Clause 36(1)(a)(v)(d)                 | R 3 086.72         | R -            | R -          | R 460.01               | SC2069/2020 ADVERT STRM WATER PLACING 07/02   |
| 13 | 105136       | THEMBEKA PROPERTIES (PTY) LTD      | 20200211 | Clause 36(1)(a)(v)(d)                 | R 3 432.00         | R -            | R -          | R 514.80               | NOTICE FOR ERF 115 FISHERHAVEN, CONSENT USE ADVERTISEMENT ON 12 FEBRUARY 2020   |
| 14 | 104862       | GANSBAAI COURANT BK                | 20200123 | Clause 36(1)(a)(v)(d)                 | R 1 789.57         | R -            | R -          | R 288.43               | ADVERT ERF 47, 38 VAN BLOEMENSTEIN STREET, BIRKENHEAD : APPLICATION FOR ROR, CONSENT USE AND DEPARTURE                |
| 15 | 105147       | OVERSTRAND HERALD                  | 20200211 | Clause 36(1)(a)(v)(d)                 | R 1 780.85         | R -            | R -          | R 286.82               | 1 X FULL PAGE ADVERT FOR 13 FEB ISSUE (PROPOSED DOG ZONING)   |
| 16 | 105203       | INDEPENDENT NEWSPAPERS (PTY) L     | 20200212 | Clause 36(1)(a)(v)(d)                 | R 2 300.04         | R -            | R -          | R 346.01               | ADVERT SC 2066 AUCTIONEERING PLACING 14/02  |
| 17 | 105204       | BURGER A DIVISION OF MEDIA 24      | 20200212 | Clause 36(1)(a)(v)(d)                 | R 4 536.00         | R -            | R -          | R 680.40               | ADVERT SC 2066 AUCTIONEERING PLACING 14/02  |
| 18 | 105205       | INDEPENDENT NEWSPAPERS (PTY) L     | 20200212 | Clause 36(1)(a)(v)(d)                 | R 2 655.60         | R -            | R -          | R 383.34               | ADVERT SC 2074 MS OFFICE 385 PLACING 14/02  |
| 19 | 105208       | BURGER A DIVISION OF MEDIA 24      | 20200212 | Clause 36(1)(a)(v)(d)                 | R 4 536.00         | R -            | R -          | R 680.40               | ADVERT SC 2074 MS OFFICE 385 PLACING 14/02  |
| 20 | 105177       | THEMBEKA PROPERTIES (PTY) LTD      | 20200212 | Clause 36(1)(a)(v)(d)                 | R 2 640.00         | R -            | R -          | R 398.00               | 1 X 10CM X 8 COLUMN ADVERT FOR 19 FEBRUARY ISSUE (DOG ZONING IN THE OVERSTRAND)                                       |
| 21 | 105137       | GANSBAAI COURANT BK                | 20200211 | Clause 36(1)(a)(v)(d)                 | R 1 789.57         | R -            | R -          | R 268.43               | ADVERT ERF 422, 3 RAASWATER STREET, DE KELDERS: APPLICATION FOR REMOVAL AND DEPARTURE                                 |
| 22 | 105131       | GANSBAAI COURANT BK                | 20200211 | Clause 36(1)(a)(v)(d)                 | R 1 789.57         | R -            | R -          | R 268.43               | ADVERT ERF 178, 25 DIRKIE UYS STREET, GANSBAAI : APPLICATION FOR REZONING AND CONSENT USE                             |
| 23 | 105277       | OVERSTRAND HERALD                  | 20200213 | Clause 36(1)(a)(v)(d)                 | R 1 790.95         | R -            | R -          | R 268.62               | ADVERT ERF 4848 KKM   |
| 24 | 105234       | THEMBEKA PROPERTIES (PTY) LTD      | 20200212 | Clause 36(1)(a)(v)(d)                 | R 3 696.00         | R -            | R -          | R 4 250.40             | ADVERT ERF 1556, 78 LOUIS TRICHARD STREET, SANDBAAL: APPLICATION FOR REMOVAL  |
| 25 | 105437       | BURGER A DIVISION OF MEDIA 24      | 20200219 | Clause 36(1)(a)(v)(d)                 | R 4 739.14         | R -            | R -          | R 710.86               | PUBLIC PARTICIPATION - PLOT CLEARING  |
| 26 | 105436       | GANSBAAI COURANT BK                | 20200219 | Clause 36(1)(a)(v)(d)                 | R 1 789.57         | R -            | R -          | R 268.43               | PUBLIC PARTICIPATION - PLOT CLEARING  |

| #            | Request | Supplier                       | Date     | Division in terms of Clause 36(1)(a) | Amount Operational  | Amount Capital        | VAT                 | Value of the Quotation | Comments / Line description  |
|--------------|---------|--------------------------------|----------|--------------------------------------|---------------------|-----------------------|---------------------|------------------------|--|
| 27           | 105438  | OVERSTRAND HERALD              | 20200219 | Clause 36(1)(a)(v)(g)                | R 1 790.85          | R -                   | R 288.82            | 2 069.47               | PUBLIC PARTICIPATION PROCESS - PLOT CLEARING   |
| 28           | 105438  | THEMBEKA PROPERTIES (PTY) LTD  | 20200219 | Clause 36(1)(a)(v)(g)                | R 3 686.00          | R -                   | R 554.40            | 4 260.40               | PUBLIC PARTICIPATION - PLOT CLEARING   |
| 29           | 105492  | AYANDA MBANGA COMMUNICATIONS ( | 20200221 | Clause 36(1)(a)(v)(g)                | R 17 017.29         | R -                   | R 2 552.89          | 19 569.88              | TAALYERSORING EN PLASING VAN GROEP ADV. IN DIE BURGER VAN SAT 29/02/2020. AFR. CAM138855               |
| 30           | 105493  | AYANDA MBANGA COMMUNICATIONS ( | 20200221 | Clause 36(1)(a)(v)(g)                | R 5 342.82          | R -                   | R 801.38            | 6 144.00               | TAALYERSORING EN PLASING VAN GROEP ADVET. IN OVERSTRAND HERALD VAN DO. 27/02/2020. AFR & ENG CAM138854 |
| 31           | 105642  | AYANDA MBANGA COMMUNICATIONS ( | 20200224 | Clause 36(1)(a)(v)(g)                | R 134 309.07        | R -                   | R 20 148.35         | 154 455.42             | ADVERTISEMENT OF MUNICIPAL MANAGER   |
| 32           | 105633  | BURGER A DIVISION OF MEDIA 24  | 20200224 | Clause 36(1)(a)(v)(g)                | R 2 653.82          | R -                   | R 399.09            | 3 052.00               | ADVERT NOTICE NO: 25/2020 OMAF MEETING 2 MARCH 2020  |
| 33           | 105539  | OVERSTRAND HERALD              | 20200224 | Clause 36(1)(a)(v)(g)                | R 1 790.85          | R -                   | R 288.82            | 2 069.47               | ADVERT NOTICE NO: 25/2020 OMAF MEETING 2 MARCH 2020  |
| 34           | 105635  | THEMBEKA PROPERTIES (PTY) LTD  | 20200224 | Clause 36(1)(a)(v)(g)                | R 2 112.00          | R -                   | R 316.80            | 2 428.80               | ADVERT NOTICE NO: 26/2020 OMAF MEETING 2 MARCH 2020  |
| 35           | 105656  | THEMBEKA PROPERTIES (PTY) LTD  | 20200224 | Clause 36(1)(a)(v)(g)                | R 5 016.00          | R -                   | R 752.40            | 5 768.40               | ADVERT ERF 1497. LYNX ROAD, VERMONT; REZONING, SUBDIVISION, DEPARTURE AND APPROVAL OF STREET NAMES     |
| 36           | 105640  | GANSBAAI COURANT BK            | 20200227 | Clause 36(1)(a)(v)(g)                | R 1 799.87          | R -                   | R 288.43            | 2 068.00               | ADVERT NOTICE NO: 27/2020 2ND ADJUSTMENTS BUDGET   |
| 37           | 105637  | BURGER A DIVISION OF MEDIA 24  | 20200227 | Clause 36(1)(a)(v)(g)                | R 2 843.48          | R -                   | R 426.52            | 3 270.00               | ADVERT NOTICE NO: 27/2020 2ND ADJUSTMENTS 2019/20  |
| 38           | 105636  | OVERSTRAND HERALD              | 20200227 | Clause 36(1)(a)(v)(g)                | R 1 790.85          | R -                   | R 288.82            | 2 069.47               | ADVERT NOTICE NO: 27/2020 2ND ADJUSTMENTS BUDGET 2019/20   |
| 39           | 105127  | PAYDAY SOFTWARE SYSTEMS (PTY)  | 20200219 | Clause 36(1)(a)(v)(f)                | R 7 562.81          | R -                   | R 1 154.99          | 8 697.00               | PAYDAY SEMINAR & WORKSHOP 30 & 31 MARCH 2020 FOR RETHA RUST & ANANDI RUST                              |
| 40           | 105422  | INSTITUTION OF FIRE ENGINEERS  | 20200219 | Clause 36(1)(a)(v)(f)                | R 4 950.00          | R -                   | R -                 | 4 950.00               | SEMINAR ATTENDANCE FOR ANGELO APLON  |
| 41           | 105031  | RJ COURIERS                    | 20200205 | Clause 36(1)(a)(v)(g)                | R 125.00            | R -                   | R 18.75             | 143.75                 | COURIER COST TO COLLECT ENVELOPE AT ELEC DEPT. ONRUS AND DELIVER IN CAPE TOWN                          |
| <b>TOTAL</b> |         |                                |          |                                      | <b>R 253 123.87</b> | <b>R 4 917 956.10</b> | <b>R 780 916.38</b> | <b>R 5 981 976.35</b>  |  |





|              |                              |           |                     |                    |                     |    |  |
|--------------|------------------------------|-----------|---------------------|--------------------|---------------------|----|--|
| 104684       | OVERBERG STEEL & IRRIGATION  | 20200124  | R 15 882.56         | R 2 382.38         | R 18 264.94         | 11 | 90 DEGREE STANCHIONS BOTTOM MOUNTED GLAY                       |
| 104952       | DE VILLIERS D                | 20200204  | R 12 250.00         | R 0.00             | R 12 250.00         | 11 | CUTTING OF 3 GRAVEYARDS, OLD AND NEW PLUS BLOMPARK AND PICK    |
| 105000       | HENRY GAFFLEY BOUERS CC      | 20200205  | R 7 386.43          | R 0.00             | R 7 386.43          | 11 | CONSTRUCTION OF BABOON HOLDING FACILITY 2.0M X 2.5M X 3.0M     |
| 105126       | HAZARD BONAKO CAPE (PTY) LTD | 20200210  | R 4 825.00          | R 723.75           | R 5 548.75          | 11 | 25 X 10 ML LIQUID STREAM PEPPER SPRAY                          |
| 104901       | AFRICA AIR GROUP (PTY) LTD   | 20200131  | R 6 560.00          | R 984.00           | R 7 544.00          | 11 | SERVICE OF AIRCONDITIONERS AT ICT DEPARTMENT (OVERSTRAND WIDE) |
| <b>TOTAL</b> |                              | <b>21</b> | <b>R 265 989.01</b> | <b>R 32 274.63</b> | <b>R 298 263.64</b> |    |  |