



**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 : 29 MAY / MEI / MEYI 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

24 May 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, 29 MAY 2019** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD
MUNICIPAL MANAGER**

24 Mei 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, 29 MEI 2019** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD
MUNISIPALE BESTUURDER**

24 Meyi 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, 29 MEYI 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, 24 April 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) : APRIL 2019

8/2/2

C Le Roux

(028) 313 8107

Corporate Head Office

07 May 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 April 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 April 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 April 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 April 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 April 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 - APRIL 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	97343	HANNES PRETORIUS ATTORNEYS	20190404	Clause 36(1)(a)(v)(c)	R 1 141,00	R -	R 165,90	R 1 306,90	TRANSFER FOR THE HAWSTON ERF 2014
2	96596	VORSTER & STEYN INC	20190315	Clause 36(1)(a)(v)(c)	R 234 782,61	R -	R 35 217,39	R 270 000,00	VORSTER & STEYN
3	97437	GUTHRIE & THERON ATTORNEYS	20190405	Clause 36(1)(a)(v)(c)	R 24 347,83	R -	R 3 652,17	R 28 000,00	28 TRANSFERS FOR KLEINMOND HOUSING PROJECT 410
4	97507	THE BLOEMHOF GRILL AND GUEST HOU	20190408	Clause 36(1)(a)(v)(e)	R 1 208,70	R -	R 181,30	R 1 390,00	1 NIGHT'S BOOKING FOR 2 ADULTS: KOOS DU PLESSIS AND DANIE MAREE 9 - 10 MAY 2019
5	97624	FLIGHT SPECIALS	20190409	Clause 36(1)(a)(v)(e)	R 2 654,54	R -	R 398,18	R 3 052,72	RETURN FLIGHT - CAPE TOWN TO DURBAN [1 PAX] TOURISM INDABA
6	97463	PRESTIGE HOTEL (PARADE HOTEL)	20190405	Clause 36(1)(a)(v)(e)	R 3 565,22	R -	R 534,78	R 4 100,00	ACCOMMODATION - 4 NIGHTS [1 PERSON] TOURISM INDABA
7	97129	THEMBEKA PROPERTIES (PTY) LTD	20190401	Clause 36(1)(a)(v)(d)	R 4 488,00	R -	R 673,20	R 5 161,20	GRANT-IN-AID NOTICE IN (ENGLISH AFRIKAANS XHOSA) PLACED IN VILLAGE NEWS - FOR WEDNESDAY 3 APRIL 2019
8	97229	BURGER A DIVISION OF MEDIA 24	20190402	Clause 36(1)(a)(v)(d)	R 5 363,48	R -	R 804,52	R 6 168,00	NOTICE OF PUBLIC WARD COMMITTEE MEETINGS - APRIL 2019
9	97118	BURGER A DIVISION OF MEDIA 24	20190401	Clause 36(1)(a)(v)(d)	R 2 881,74	R -	R 402,26	R 3 084,00	NOTICE NO. 41/2019 OVERSIGHT REPORT
10	97800	BURGER A DIVISION OF MEDIA 24	20190409	Clause 36(1)(a)(v)(d)	R 3 486,27	R -	R 522,93	R 4 009,20	ADVERT SC1973/2019 H/TIMES
11	97601	BURGER A DIVISION OF MEDIA 24	20190409	Clause 36(1)(a)(v)(d)	R 8 640,00	R -	R 1 296,00	R 9 936,00	ADVERTS SC 1973+1980/2019 BURGER
12	97605	INDEPENDENT NEWSPAPERS (PTY) LTD	20190409	Clause 36(1)(a)(v)(d)	R 2 555,60	R -	R 383,34	R 2 938,94	ADVERT SC 1973+1980/2019
13	97521	OVERSTRAND HERALD	20190408	Clause 36(1)(a)(v)(d)	R 1 790,85	R -	R 268,62	R 2 059,47	PLAAS NOTICE NR 52/2019 IN OVERSTRAND HERALD 18.4.2019 ERF 5580 KBB
14	97498	OVERSTRAND HERALD	20190408	Clause 36(1)(a)(v)(d)	R 1 790,85	R -	R 268,62	R 2 059,47	PLAAS NOT NR 36/2019 X1 IN UITGAWE OVERSTRAND HERALD 11.4.2019 ERF 5296 KKM
15	97679	THEMBEKA PROPERTIES (PTY) LTD	20190409	Clause 36(1)(a)(v)(d)	R 3 432,00	R -	R 514,80	R 3 946,80	ERF 523, CORNER OF R43 & R326, STANFORD : PROPOSED CONSENT USE AND DEPARTURE
16	97541	AYANDA MBANGA COMMUNICATIONS	20190408	Clause 36(1)(a)(v)(d)	R 13 241,97	R -	R 1 986,29	R 15 228,26	ADVERTISEMENTS IN VARIOUS NEWSPAPERS
17	97546	AYANDA MBANGA COMMUNICATIONS	20190408	Clause 36(1)(a)(v)(d)	R 5 311,65	R -	R 796,74	R 6 108,39	ADVERTISEMENTS IN VARIOUS PAPERS
18	98291	GANSBAAI COURANT BK	20190415	Clause 36(1)(a)(v)(d)	R 3 466,96	R -	R 520,04	R 3 987,00	ADVERTS SEC116 BUSINESS SYST & SE33 BANKING TENDER
19	98298	BURGER A DIVISION OF MEDIA 24	20190415	Clause 36(1)(a)(v)(d)	R 14 928,35	R -	R 2 239,25	R 17 167,60	ADVERTS SEC116 BUSINESS SYST & SE33 BANKING TENDER

#	Request	Supplier	Date	Deviation in terms of Clause 36(f)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
20	98288	OVERSTRAND HERALD	20190415	Clause 36(1)(a)(v)(d)	R 3 561,69	R -	537,25	R 4 118,94	ADVERTS SEC116 BUSINESS SYST & SE33 BANKING TENDER
21	97934	THEMBEKA PROPERTIES (PTY) LTD	20190411	Clause 36(1)(a)(v)(d)	R 2 904,00	R -	435,60	R 3 339,60	ADVERT 17 APRIL 2019 - AD SPACE 11 CM X 8 COL HW 313
22	98167	THEMBEKA PROPERTIES (PTY) LTD	20190412	Clause 36(1)(a)(v)(d)	R 5 016,00	R -	752,40	R 5 768,40	ADVERTISEMENT FOR FNR MANAGEMENT PLAN 19CM X 8COL. TO BE ADVERTISED ON 29/06/2019
23	98171	BURGER A DIVISION OF MEDIA 24	20190412	Clause 36(1)(a)(v)(d)	R 10 458,79	R -	1 568,81	R 12 027,60	ADVERTISEMENT FOR FNR MANAGEMENT PLAN 39X6 TO BE ADVERTISED ON 30 MAY 2019
24	98248	THEMBEKA PROPERTIES (PTY) LTD	20190415	Clause 36(1)(a)(v)(d)	R 2 904,00	R -	435,60	R 3 339,60	PLAAS NOTICE NR 43/2019 X1 IN UITGAWE VAN VILLAGES NEWS ERF 12257 HEC 17.04.2019
25	98515	THEMBEKA PROPERTIES (PTY) LTD	20190417	Clause 36(1)(a)(v)(d)	R 3 168,00	R -	475,20	R 3 643,20	ADVERT NOTICE 62/2019-INFORMATION STATEMENT
26	98517	BURGER A DIVISION OF MEDIA 24	20190417	Clause 36(1)(a)(v)(d)	R 5 363,48	R -	804,52	R 6 168,00	ADVERT NOTICE 62/2019-INFORMATION STATEMENT
27	98522	THEMBEKA PROPERTIES (PTY) LTD	20190418	Clause 36(1)(a)(v)(d)	R 4 488,00	R -	673,20	R 5 161,20	ADVERT ERF 370 & 371 ZWELHLE: CONSOLIDATION, REZONING, CONSENT USE, DEPARTURE, DEVIATION FROM OSDF & OGMS
28	98526	THEMBEKA PROPERTIES (PTY) LTD	20190418	Clause 36(1)(a)(v)(d)	R 9 240,00	R -	1 386,00	R 10 626,00	SEC 116 & SEC 33 ADVERTS
29	98524	THEMBEKA PROPERTIES (PTY) LTD	20190418	Clause 36(1)(a)(v)(d)	R 3 168,00	R -	475,20	R 3 643,20	ADVERT ERF 555, 6 STRANDLOPER LANE, VERMONT: ROR / SUBDIVISION
30	98533	BURGER A DIVISION OF MEDIA 24	20190423	Clause 36(1)(a)(v)(d)	R 6 972,53	R -	1 045,87	R 8 018,40	ADVERTS SC 19886+1990/2019 H/TIMES
31	98534	OVERSTRAND HERALD	20190423	Clause 36(1)(a)(v)(d)	R 1 989,83	R -	298,47	R 2 288,30	ADVERTS SC 19866+1990/2019
32	98535	GANSBAAI COURANT BK	20190423	Clause 36(1)(a)(v)(d)	R 2 765,22	R -	414,78	R 3 180,00	ADVERTS SC 19886+1990/2019
33	98545	BURGER A DIVISION OF MEDIA 24	20190424	Clause 36(1)(a)(v)(d)	R 10 509,31	R -	1 576,39	R 12 085,70	ADVERT FOR AUDIT COMMITTEE (JAPAC) MEMBERS - DIE BURGER
34	98543	OVERSTRAND HERALD	20190424	Clause 36(1)(a)(v)(d)	R 1 790,85	R -	268,62	R 2 059,47	ADVERT FOR AUDIT COMMITTEE (JAPAC) MEMBERS
35	98541	INDEPENDENT NEWSPAPERS (PTY) LTD	20190424	Clause 36(1)(a)(v)(d)	R 9 855,20	R -	1 478,28	R 11 333,48	ADVERT FOR AUDIT COMMITTEE (JAPAC) MEMBERS - CAPE TIMES
36	98553	THEMBEKA PROPERTIES (PTY) LTD	20190426	Clause 36(1)(a)(v)(d)	R 9 687,86	R -	1 453,14	R 11 140,80	ADVERTS SC 1986: 1990 & SC 1887A
37	SCD3125/2019	RED ANT SECURITY RELOCATION	20190218	Clause 36(1)(a)(f)	R 42 000,00	R -	6 300,00	R 48 300,00	TRT DEPLOYMENT TEAM WITH 8 MEN
38	SCD3117/2019	HERMANUS ANIMAL HOSPITAL INC	20190322	Clause 36(1)(a)(f)	R 207,17	R -	31,08	R 238,25	OVERNIGHT REHABILITATION OF BURNT STEENBOKKIE IN FERNKLOOF NATURE RESERVE
39	SCD3128/2019	CHRISTO COETZEE SURVEYS CC	20190411	Clause 36(1)(a)(v)	R 15 000,00	R -	2 250,00	R 17 250,00	ELECTRONIC COUNTER MEASURING ON EXECUTIVE MAYORS BOARDROOM ON SUNDAY 14 APRIL 2019
40	97429	ENGINEERING COUNCIL OF SOUTH AFR	20190405	Clause 36(1)(a)(v)(f)	R 3 088,96	R -	463,04	R 3 550,00	MEMBERSHIP FEES 2019 L970686
41	97599	ENGINEERING COUNCIL OF SOUTH AFR	20190409	Clause 36(1)(a)(v)(f)	R 3 088,96	R -	463,04	R 3 550,00	ECSA MEMBERSHIP FEES J BLIGNAUT
42	97239	IAASA	20190402	Clause 36(1)(a)(v)(f)	R 2 441,74	R -	366,26	R 2 808,00	MEMBERSHIP FEES 2019/2020 (MAR19-FEB20)

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
43	97119	SBS CONFERENCES	20190401	Clause 36(1)(a)(v)(g)	R 6 700,00	R -	R 1 005,00	R 7 705,00	WCPDF 2019 CONFERENCE
44	97407	SHERIFF BELLVILLE NORTH - T WI	20190404	Clause 36(1)(a)(v)(i)	R 2 608,70	R -	R 391,30	R 3 000,00	JAARORDER - BELLVILLE NOORD BALJU
45	97408	SHERIFF BELLVILLE SOUTH - D CU	20190404	Clause 36(1)(a)(v)(i)	R 1 739,14	R -	R 260,86	R 2 000,00	JAARORDER - BELLVILLE SUID BALJU
46	97410	SHERIFF CALEDON - SMM VAN WYK	20190404	Clause 36(1)(a)(v)(i)	R 3 700,00	R -	-	R 3 700,00	JAARORDER - CALEDON BALJU
47	97413	SHERIFF CAPE TOWN NORTH - TOBI	20190404	Clause 36(1)(a)(v)(i)	R 1 739,14	R -	R 260,86	R 2 000,00	JAARORDER - KAAPSTAD NOORD BALJU
48	97414	SHERIFF GOODWOOD 1 - 4156 IJ J	20190404	Clause 36(1)(a)(v)(i)	R 1 913,95	R -	R 286,95	R 2 200,00	JAARORDER - GOODWOOD AREA 1 BALJU
49	97416	SHERIFF HERMANUS - BOLTNEY JE	20190404	Clause 36(1)(a)(v)(i)	R 29 000,00	R -	-	R 29 000,00	JAARORDER - HERMANUS BALJU
50	97598	SHERIFF STRAND - D BURGER	20190409	Clause 36(1)(a)(v)(i)	R 2 608,70	R -	R 391,30	R 3 000,00	JAARORDER - STRAND BALJU
51	97418	SHERIFF KUILSRIVER - SM ISMAIL	20190404	Clause 36(1)(a)(v)(i)	R 4 086,96	R -	R 613,04	R 4 700,00	JAARORDER - KUILSRIVER NOORD BALJU
52	97421	SHERIFF PRETORIA CENTRAL - SEB	20190404	Clause 36(1)(a)(v)(i)	R 1 739,14	R -	R 260,86	R 2 000,00	JAARORDER - PRETORIA SENTRAAL
53	97423	SHERIFF WYNBERG EAST - NAIDOO	20190404	Clause 36(1)(a)(v)(i)	R 3 478,27	R -	R 521,73	R 4 000,00	JAARORDER - WYNBERG OOS BALJU
54	97424	SHERIFF WYNBERG SOUTH - 3851	20190404	Clause 36(1)(a)(v)(i)	R 2 889,57	R -	R 430,43	R 3 300,00	JAARORDER - WYNBERG SUID BALJU
55	97593	SHERIFF SOMERSET WEST - CHABIL	20190409	Clause 36(1)(a)(v)(i)	R 6 956,53	R -	R 1 043,47	R 8 000,00	JAARORDER - SOMERSET WES BALJU
56	97422	SHERIFF PRETORIA EAST - NEL C	20190404	Clause 36(1)(a)(v)(i)	R 2 434,79	R -	R 365,21	R 2 800,00	JAARORDER - PRETORIA OOS BALJU
57	97419	SHERIFF MITCHELLS PLAIN - WILL	20190404	Clause 36(1)(a)(v)(i)	R 4 434,79	R -	R 665,21	R 5 100,00	JAARORDER - MITCHELL'S PLAIN NOORD BALJU
58	97417	SHERIFF JOHANNESBURG NORTH	20190404	Clause 36(1)(a)(v)(i)	R 3 739,14	R -	R 560,86	R 4 300,00	JAARORDER - JOHANNESBURG NOORD BALJU
59	97415	SHERIFF GOODWOOD AREA 2 - 3466	20190404	Clause 36(1)(a)(v)(i)	R 2 000,00	R -	R 300,00	R 2 300,00	JAARORDER - GOODWOOD AREA 2 BALJU
60	97411	SHERIFF CAPE TOWN EAST - XDLIL	20190404	Clause 36(1)(a)(v)(i)	R 6 086,96	R -	R 913,04	R 7 000,00	JAARORDER - KAAPSTAD OOS BALJU
61	97406	CJ vd L FOURIE - 1028	20190404	Clause 36(1)(a)(v)(i)	R 5 565,22	R -	R 834,78	R 6 400,00	JAARORDER - SIMONSTAD BALJU
62	97709	SHERIFF PRETORIA SOUTH EAST -	20190410	Clause 36(1)(a)(v)(i)	R 1 478,27	R -	R 221,73	R 1 700,00	JAARORDER - PRETORIA SUID OOS BALJU
63	97710	SHERIFF ROODEPOORT - FWJ COETZ	20190410	Clause 36(1)(a)(v)(i)	R 1 739,14	R -	R 260,86	R 2 000,00	JAARORDER - ROODEPOORT NOORD BALJU
64	97711	SHERIFF WELLINGTON - SL KOOPMA	20190410	Clause 36(1)(a)(v)(i)	R 2 000,00	R -	-	R 2 000,00	JAARORDER - WELLINGTON BALJU
65	97708	SHERIFF PRETORIA NOORD OOS	20190410	Clause 36(1)(a)(v)(i)	R 2 457,86	R -	R 365,64	R 2 826,30	JAARORDER - PRETORIA NOORD OOS BALJU
66	97707	SHERIFF PALM RIDGE - BURTON I	20190410	Clause 36(1)(a)(v)(i)	R 3 130,44	R -	R 469,56	R 3 600,00	JAARORDER - ALBERTON (PALM RIDGE) BALJU

TOTAL R 602 768,62 R 0,00 R 85 204,77 R 687 973,39

