



**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 AUGUST / AUGUSTUS /  
AGASTI 2018**

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

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

**TIME / TYD / IXESHA : 14:30**

# **MUNISIPALITEIT OVERSTRAND MUNICIPALITY**

Office of the Municipal  
Manager  
Municipal Offices  
HERMANUS

**24 August / Augustus / Agasti 2018**

## **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 AUGUST 2018** at **14:30** to consider the items set out in the attached agenda.

**D ARRISON  
ACTING MUNICIPAL MANAGER**

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## **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 AUGUSTUS 2018** om **14:30** vir oorweging van die items op die meegaande agenda.

**D ARRISON  
WAARNEMENDE MUNISIPALE BESTUURDER**

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

**OKU KUKWAZISA** ukuba **YESIQHELO YEKOMITI KASODOLOPHU** iza kuba se **Banqueting Hall, kwiZiko LoLUNTU, eHERMANUS** ngo**LWESITHATHU, Umhla we 29 AGASTI 2018** ngeye-**14:30** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

**D ARRISON  
IBAMBELA LOMPHATHI 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 June 2018 at 10:00**

3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Wednesday, 25 July 2018 at 10:00**

3.3 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Wednesday, 22 August 2018 at 11:00**

**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) FOR JULY 2018**

**8/2/2**

**C Le Roux**

**(028) 313 8107**

**Corporate Head Office**

**06 August 2018**

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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 July 2018.

**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 July 2018 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 July 2018 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:**

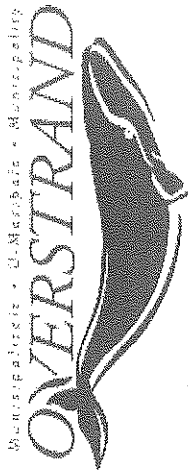
1. that the deviations from the procurement processes, approved in terms of the delegated authority for July 2018, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for July 2018, **be noted**.

**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 - JULY 2018

# Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description	
1	88246 FLIGHT SPECIALS	20180709	Clause 36(1)(a)(v)(e)	2 781,07	-	418,65	3 209,72	RETURN FLIGHTS FOR LIEZL DE VILLIERS WHO WILL BE ATTENDING THE WETLANDS INDABA FROM 7-11OCT	
	WHALE COAST LODGE COTTAGES AN	20180712		3 960,00	-	-	3 960,00		
	DOVECOTE COTTAGE	20180713		2 100,00	-	-	2 100,00		
	WALKER BAY MANOR	20180717		13 596,00	-	-	13 596,00		
2	SCD3082/2018	20180720	Clause 36(1)(a)(i)	19 400,00	-	-	19 400,00	ACCOMMODATION FOR COUNCILLORS AFFECTED BY CIVIL UNREST IN ZWELIHLIE FROM 11 - 28 JULY 2018	
	WALKER BAY MANOR	20180720		5 346,00	-	-	5 346,00		
	WINDSOR HOTEL	20180711		1 756,54	-	263,46	2 020,00		
	HERMANUS ESPLANADE	20180712		1 547,00	-	273,00	1 820,00		
	COUNTRY HOTEL'S	20180723		24 808,70	-	3 891,30	28 300,00		
3	89151 PROTEA HOTEL GEORGE KING GEOR	20180727	Clause 36(1)(a)(v)(e)	2 117,96	-	317,68	2 435,64	ACCOMMODATION FOR MR S MADIKANE - WORKSHOP PREFERENTIAL PROCUREMENT REGULATION IN GEORGE	
4	88182 BURGER A DIVISION OF MEDIA 24	20180706	Clause 36(1)(a)(v)(d)	3 205,45	-	480,81	3 686,26	ADVERT SC 1892/2018- GANSBAAI LANDFILL	
5	88183 INDEPENDENT NEWSPAPERS (PTY)L	20180706	Clause 36(1)(a)(v)(d)	2 703,14	-	405,47	3 108,61	ADVERT SC 1892/2018- GANSBAAI LANDFILL	
6	88324 THEMBEKA PROPERTIES (PTY) LTD	20180710	Clause 36(1)(a)(v)(d)	2 640,00	-	396,00	3 036,00	ERF 2028 ONRUIS RIVER: PROPOSED REZONING	
7	88344 INDEPENDENT NEWSPAPERS (PTY)L	20180710	Clause 36(1)(a)(v)(d)	2 948,88	-	442,33	3 391,21	SECTION 116(3) SC 1817/2017 ADVERT IN CAPE TIMES/ARGUS	
8	88345 BURGER A DIVISION OF MEDIA 24	20180710	Clause 36(1)(a)(v)(d)	3 795,86	-	569,34	4 365,00	SECTION 116(3) SC 1817/2017 ADVERT IN HERMANUS TIMES	
9	88398 BURGER A DIVISION OF MEDIA 24	20180711	Clause 36(1)(a)(v)(d)	3 742,87	-	561,42	4 304,29	SECTION 116(3) SC 1817/2017 ADVERT IN DIE BURGER	
10	88465 THEMBEKA PROPERTIES (PTY) LTD	20180712	Clause 36(1)(a)(v)(d)	3 168,00	-	475,20	3 643,20	ERF 1415 SANDBAAI: PROPOSED REMOVAL OF RESTRICTIVE TITLE DEED CONDITIONS AND DEPARTURE	
11	88468 BURGER A DIVISION OF MEDIA 24	20180712	Clause 36(1)(a)(v)(d)	9 446,96	-	1 417,04	10 864,00	ERF 193 & 12254 HERMANUS: ROR.DEVIATION FROM SDF,REZONING,CONSOLIDATION.	
12	88469 THEMBEKA PROPERTIES (PTY) LTD	20180712	Clause 36(1)(a)(v)(d)	3 696,00	-	554,40	4 250,40	AMENDMENT	
13	88471 THEMBEKA PROPERTIES (PTY) LTD	20180712	Clause 36(1)(a)(v)(d)	3 168,00	-	475,20	3 643,20	ERF 1134 SANDBAAI: PROPOSED REMOVAL, CONSENT USE & DEPARTURE	
14	88759 THEMBEKA PROPERTIES (PTY) LTD	20180719	Clause 36(1)(a)(v)(d)	4 488,00	-	673,20	5 161,20	ERF 927 VERMONT: ROR,SUBDIVISION,REZONING,DEVIATION OF OGMS & SDF PHASING OF FISHERHAVEN PUBLIC NOTICE MN 86/2018	
15	88821 BURGER A DIVISION OF MEDIA 24	20180720	Clause 36(1)(a)(v)(d)	2 024,95	-	303,65	2 328,00	PLASING VAN ADVERTENSIE IN DIE HERMANUS TIMES VAN DO 26/07/2018 APR & ENG CAM134321	
16	88865 AYANDA MBANGA COMMUNICATIONS	20180720	Clause 36(1)(a)(v)(d)	5 627,46	-	844,10	6 471,56	PLASING VAN ADVERTENSIE IN DIE BURGER VAN 28/07/2018. AFRIKAANS CAM134321	
17	88924 AYANDA MBANGA COMMUNICATIONS	20180723	Clause 36(1)(a)(v)(d)	9 796,23	-	1 469,43	11 265,66	PLASING VAN ADVERTENSIE IN DIE BURGER VAN 28/07/2018. AFRIKAANS CAM134321	
18	89006 BURGER A DIVISION OF MEDIA 24	20180724	Clause 36(1)(a)(v)(d)	8 166,25	-	1 224,93	9 391,18	ADS- SC1897-1900/2018 DUPPIE	
19	89007 INDEPENDENT NEWSPAPERS (PTY) L	20180724	Clause 36(1)(a)(v)(d)	8 528,40	-	1 279,26	9 807,66	ADS- SC1897-1900/2018 DUPPIE	
20	89203 INDEPENDENT NEWSPAPERS (PTY) L	20180730	Clause 36(1)(a)(v)(d)	4 914,80	-	737,22	5 652,02	ADVERT SC 1901+1902/2018	
21	89204 BURGER A DIVISION OF MEDIA 24	20180730	Clause 36(1)(a)(v)(d)	8 166,25	-	1 224,93	9 391,18	ADVERT SC 1901+1902/2018	
22	SCD3080/2018 OVERBERG AGRIBEDRYWE (PTY) LTD	20180724	Clause 36(1)(a)(i)	52 500,00	-	7 875,00	60 375,00	CONSERVANCY TANKS 7000L (C18) - X 3	
23	SCD3076/2018 AKURA MANUFACTURING	20180726	Clause 36(1)(a)(i)	6 982,11	-	987,32	7 969,43	FIXING THE BALER AT GANSBAAI LANDFILL	
24	89257 KRUGER AND ASSOCIATES	20180731	Clause 36(1)(a)(v)(i)	7 046,97	-	1 057,03	8 104,00	NATIONAL WETLANDS INDABA (7-10 OCT 2018), REGISTRATION FEE	
25	88363 SHERIFF BREDASDORP - WITBOOIA	20180710	Clause 36(1)(a)(v)(i)	25 000,00	-	-	25 000,00	JAARORDER - BREDASDORP	
26	88364 SHERIFF CALEDON - SMM VAN WYK	20180710	Clause 36(1)(a)(v)(i)	25 000,00	-	-	25 000,00	JAARORDER - CALEDON BALJU	
27	88367 SHERIFF KUILSRIVER SOUTH - CAR	20180710	Clause 36(1)(a)(v)(i)	24 347,83	-	3 652,17	28 000,00	JAARORDER - KUILSRIVER SUID BALJU	
28	88368 SHERIFF PAARL - NKHUMISE AK	20180710	Clause 36(1)(a)(v)(i)	4 009,83	-	601,46	4 611,29	JAARORDER - PAARL BALJU	
				28 R	311 936,71	R	32 671,00	R	344 607,71



### Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - July 2018

Received only one quote by closing time and date of submission of quotation  
 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	230946	JENNI CORY GRAPHIC DESIGN CO	20180706	R 9 040,00	R -	R 9 040,00	10	GRAPHIC DESIGN SERV BULLETIN, PHAMBILI JULY 2018 FEB 2019
2	230959	HIPPO MIX (PTY) LTD	20180706	R 6 400,00	R 960,00	R 7 360,00	11	5 CUBES 15MPA READY MIX CONCRETE
3	230917	RENT A CONTAINER	20180710	R 13 947,34	R 2 092,10	R 16 039,44	11	HUUR VAN CONTAINER VANAF 01 JULY 2018 - 31 DECEMBER 2018
4	230889	ELEANOR'S CATERING SERVICE	20180711	R 4 600,00	R -	R 4 600,00	11	FOOD, DRINKS AND WATER FOR OPERATIONAL OFFICIALS DEPLOYED AT ZWELIHLE RIOTS
5	231119	BB GLASS	20180712	R 2 172,00	R 325,80	R 2 497,80	11	SUPPLY ONLY :PT 1130*900 6.38MM CLEAR LAMINATED SAFETY GLASS X 2
6	231348	J HUISAMEN SIELKUNDIGE	20180720	R 3 850,00	R -	R 3 850,00	11	COUNSELING SESSIONS FOR COUNCILORS
7	231349	J HUISAMEN SIELKUNDIGE	20180723	R 6 600,00	R -	R 6 600,00	11	COUNSELING SESSIONS FOR HOUSING DEPARTMENT OFFICIALS

TOTAL

7 R 46 609,34 R 3 377,90 R 49 987,24