



**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 : 28 AUGUST / AUGUSTUS /
AGASTI 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

23 August 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, 28 AUGUST 2019** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD
MUNICIPAL MANAGER**

23 Augustus 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, 28 AUGUSTUS 2019** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD
MUNISIPALE BESTUURDER**

23 Agasti 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, 28 AGASTI 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, 26 June 2019 at 10:00**

3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Wednesday, 31 July 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) FOR JULY 2019

8/2/2

C Le Roux

(028) 313 8107

Corporate Head Office

6 August 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 July 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 July 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 July 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 July 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 July 2019, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

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SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(a) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - JULY 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	SCD3143/2019	CINOGEN TRADING CC	20190709	Clause 36(1)(a)(ii)	R 10 400,00	R -	R 1 560,00	R 11 960,00	CALIBRATION AND SERVICE OF VEHICLE ROADWORTHY TEST STATION EQUIPMENT
2	SCD3144/2019	DIMENSION DATA (PTY) LTD	20190726	Clause 36(1)(a)(v)	R 6 086,96	R -	R 913,04	R 7 000,00	SERVICE OF AND PROBLEM SOLVING FOR DGRS RECORDING MACHINE ADDITIONAL COURT
3	SCD3142/2019	WHARFIDE DEVELOPMENT (PTY) LTD	20190701	Clause 36(1)(a)(v)	R 3 043,48	R -	R 456,52	R 3 500,00	PROVISION OF ELECTRICITY POINT AT KLEINMOND SLIPWAY
4	98875	FAIRBRIDGES WERTHEIM BECKER AT	20190709	Clause 36(1)(a)(v)(c)	R 1 759 130,43	R -	R 260 869,57	R 2 000 000,00	FAIRBRIDGES BULK YEAR ORDER
5	99155	LINDA POTGIETER	20190708	Clause 36(1)(a)(v)(c)	R 15 000,00	R -	R -	R 15 000,00	INVESTIGATION OF MISCONDUCT/DISCIPLINARY HEARING
6	99460	VORSTER & STEYN INC.	20190715	Clause 36(1)(a)(v)(c)	R 458 173,93	R -	R 68 726,08	R 526 900,01	VORSTER & STEYN BULK YEAR ORDER FOR REVENUE
7	99974	AYANDA MBANGA COMMUNICATIONS	20190704	Clause 36(1)(a)(v)(d)	R 5 039,84	R -	R 755,98	R 5 795,82	LANGUAGE EDITING AND AD PLACEMENT IN THE OVERSTRAND HERALD FROM THU 11/07/2019 CAM137121
8	99577	THEMBEKA PROPERTIES (PTY) LTD	20190716	Clause 36(1)(a)(v)(d)	R 3 696,00	R -	R 554,40	R 4 250,40	ERF 2861, WHALE COAST MALL, BERGSIG STREET, SANDBAAI: APPLICATION FOR CONSENT USE AND DEPARTURE
9	98579	THEMBEKA PROPERTIES (PTY) LTD	20190716	Clause 36(1)(a)(v)(d)	R 3 696,00	R -	R 554,40	R 4 250,40	PORTION 228 OF THE FARM NO 575, BENGUELA COVE, HERMANUS: PROPOSED AMENDMENT OF SDP & CONSENT USE
10	99666	THEMBEKA PROPERTIES (PTY) LTD	20190718	Clause 36(1)(a)(v)(d)	R 3 432,00	R -	R 514,80	R 3 946,80	ADS SPACE 24 JULY 2019 ERF 4771 HWK, HUYTER 13CM X 8COL
11	99703	AYANDA MBANGA COMMUNICATIONS	20190719	Clause 36(1)(a)(v)(d)	R 5 040,74	R -	R 756,11	R 5 796,85	LANGUAGE EDITING AND AD PLACEMENT IN THE OVERSTRAND HERALD FROM THU 25/07/2019 AFR & ENG CAM137267
12	99704	AYANDA MBANGA COMMUNICATIONS	20190719	Clause 36(1)(a)(v)(d)	R 14 897,22	R -	R 2 234,58	R 17 131,80	LANGUAGE EDITING AND AD PLACEMENT IN DIE BURGER VAN SAT. 27/07/2019 AFR. CAM1137266
13	99711	BURGER A DIVISION OF MEDIA 24	20190719	Clause 36(1)(a)(v)(d)	R 2 011,31	R -	R 301,69	R 2 313,00	H TIMES ADVERT: UNITY FEST - HERITAGE DAY 24 SEPT. FULL COLOUR
14	99712	THEMBEKA PROPERTIES (PTY) LTD	20190719	Clause 36(1)(a)(v)(d)	R 3 960,00	R -	R 594,00	R 4 554,00	ADVERT 15X8: UNITY FEST - HERITAGE DAY 24 SEPT.
15	99746	GANSBAAI COURANT BK	20190719	Clause 36(1)(a)(v)(d)	R 2 321,74	R -	R 348,26	R 2 670,00	ADVERT - UNITY FEAST FESTIVAL (HERITAGE DAY 24 SEPT. FC, FULL PAGE. 26.7.2019
16	99787	THEMBEKA PROPERTIES (PTY) LTD	20190722	Clause 36(1)(a)(v)(d)	R 3 696,00	R -	R 554,40	R 4 250,40	ADS SPACE - 31 JULY 2019 ERF 9515 ZWELIHLIE 14CM X 8COL
17	99788	THEMBEKA PROPERTIES (PTY) LTD	20190722	Clause 36(1)(a)(v)(d)	R 3 696,00	R -	R 554,40	R 4 250,40	AD SPACE - 31 JULY 2019 ERF 243 HERMANUS 14CM X 8COL
18	99886	THEMBEKA PROPERTIES (PTY) LTD	20190724	Clause 36(1)(a)(v)(d)	R 3 432,00	R -	R 514,80	R 3 946,80	ADS SPACE - DATE UNSPECIFIED ERF 185 ZWELIHLIE 13CM X 8COL
19	99938	OVERSTRAND HERALD	20190726	Clause 36(1)(a)(v)(d)	R 2 785,76	R -	R 417,86	R 3 203,62	ADVERT ERF 5768 KKM - CHILD WELFARE SOUTH AFRICA- KLEINMOND
20	99966	THEMBEKA PROPERTIES (PTY) LTD	20190726	Clause 36(1)(a)(v)(d)	R 3 696,00	R -	R 554,40	R 4 250,40	ERF 3725 HON. MIN 101/2019, VILLAGE NEWS 31/07/19
21	99976	THEMBEKA PROPERTIES (PTY) LTD	20190729	Clause 36(1)(a)(v)(d)	R 3 432,00	R -	R 514,80	R 3 946,80	ERF 5327 AND A PORTION OF ERF 4831, DE MOND CARAVAN PARK, HERMANUS: CONSENT USE AND APPROVAL OF SDP
22	100034	INDEPENDENT NEWSPAPERS (PTY) LTD	20190730	Clause 36(1)(a)(v)(d)	R 2 555,60	R -	R 383,34	R 2 938,94	ADVERT SC 2006/2019 WHEELIE BINS
23	100035	BURGER A DIVISION OF MEDIA 24	20190730	Clause 36(1)(a)(v)(d)	R 4 320,00	R -	R 648,00	R 4 968,00	ADVERT SC 2006/2019 WHEELIE BINS
24	98878	GREATER OVERBERG FIRE PROTECTION	20190703	Clause 36(1)(a)(v)(e)	R 16 854,00	R -	R 2 528,10	R 19 382,10	MEMBERSHIP FEES-APRIL 2019-MARCH 2020
25	99857	INSTITUTE OF MUNICIPAL ENGINEER	20190724	Clause 36(1)(a)(v)(e)	R 982,61	R -	R 147,59	R 1 130,00	MEMBERSHIP FEES 970666
26	99858	ENGINEERING COUNCIL OF SOUTH AFR	20190724	Clause 36(1)(a)(v)(e)	R 3 153,91	R -	R 475,09	R 3 627,00	MEMBERSHIP 970666
27	99901	INSTITUTE OF ENVIRONMENT AND R	20190703	Clause 36(1)(a)(v)(f)	R 7 260,00	R -	R -	R 7 260,00	REGISTRATION FEE FOR MS LIEZL DE VILLIERS & PENELOPE APILON FOR IERM CONVENTION 4-5 SEPTEMBER 2019
28	99784	THE CONFERENCE COMPANY	20190722	Clause 36(1)(a)(v)(f)	R 4 695,66	R -	R 704,34	R 5 400,00	WATER LEAKAGE SUIVMIT FROM 24 - 25 JULY 2019 @ LORD CHARLES HOTEL SOMERSET WEST
29	98959	RJ COURIERS	20190704	Clause 36(1)(a)(v)(g)	R 1 540,00	R -	R 231,00	R 1 771,00	USE COURIER TO COLLECT BOX OF STAFF ACCOUNT AT CAB HOLDINGS
30	99154	RJ COURIERS	20190708	Clause 36(1)(a)(v)(g)	R 8 695,66	R -	R 1 304,34	R 10 000,00	COURIER SERVICES FROM 1 JULY 2019 UNTIL 30 JUNE 2020 FOR FACE VALUE FORMS
TOTAL					R 2 345 724,85	R 0,00	R 348 669,69	R 2 695 394,54	



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

10 Received only one quote by closing time and date of submission of quotation

11 Received only two quotes at closing time and date of submission of quotation

#	Request	Supplier	Date	Value (Excl. VAT)	VAT	Value (Incl. VAT)	Reason Code	Comments / Line description
1	98866	JUNO CORP (PTY) LTD	20190703	R 26 080,00	R 3 912,00	R 29 992,00	10	HIRING OF JETTING / VACUUM TRUCK FOR SEWER BLOCKAGES IN OVERSTRAND AREA
2	99565	CAPE CONCRETE WORKS	20190716	R 24 842,50	R 3 726,38	R 28 568,88	10	15 ROR - 4500 MM (CONCRETE POST TOP POLE)
3	98890	KAAP AGRI AGRIMARK LIQUORMARK	20190703	R 4 968,00	R 745,20	R 5 713,20	11	LEATHERMAN KNIFE SUPER TOOL 301
4	98976	HS METALWORKS	20190704	R 25 141,14	R 3 771,17	R 28 912,31	11	INSTALL X 1 PALLSADE GATE 5M X 1.8M WITH SLIDER, GATE RACK AND GATE MOTOR/REMOTE
5	99089	GANSBAAI PRECAST	20190708	R 5 426,10	R 813,90	R 6 240,00	11	2.4 METER VIBRACRETE POLES
6	99184	NG KERK-HERMANUS	20190709	R 3 150,00	R -	R 3 150,00	11	VENUE HIRE - CUSTOMER SERVICE TRAINING [7 DAYS]
7	99249	HERMANUS EXTINGUISHER SERVICES	20190710	R 7 840,00	R 1 176,00	R 9 016,00	11	SUPPLY AND INSTALL OF 2 X COMPLETE FIRE HOSE REELS
8	99255	KAAP AGRI AGRIMARK LIQUORMARK	20190710	R 2 723,25	R 408,48	R 3 131,73	11	JONS IMAGE S/S SHIRT CHAR SML
9	99315	MBO DRIVING SCHOOL CC	20190710	R 6 340,00	R -	R 6 340,00	11	CODE 14 DRIVERS LIENCE, 10 DRIVING LESSONS AND HIRING OF TRUCK
10	99328	KAAP AGRI AGRIMARK LIQUORMARK	20190710	R 3 800,00	R 570,00	R 4 370,00	11	BUSHNELL H2O WATERPROOF 10X42 BINOCULARS
11	99348	CCS PLANT TOOL & TRAILER HIRE	20190711	R 5 049,78	R 743,22	R 5 793,00	11	CONCRETE MIXER AND FUEL
12	99490	CORAL WETSUITS CC	20190715	R 22 643,52	R 3 396,53	R 26 040,05	11	4-2MM MENS TRIATHLON

TOTAL R 138 004,29 R 19 262,88 R 157 267,17

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