



**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 FEBRUARY / FEBRUARIE /
FEBHRUWARI 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 February 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 FEBRUARY 2019** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD
MUNICIPAL MANAGER**

22 Februarie 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 FEBRUARIE 2019** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD
MUNISIPALE BESTUURDER**

22 Febhruwari 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 FEBHRUWARI 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, 28 November 2018 at 10:00**

3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Tuesday, 22 January 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) : JANUARY 2019

8/2/2

C Le Roux

(028) 313 8107

Corporate Head Office

06 February 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 January 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 January 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 January 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 January 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 January 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 - JANUARY 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	94538	FAIRBRIDGESWERTHEIM BECKER ATT	20190110	Clause 36(1)(a)(v)(c)	R 34 782,61	R -	R 5 217,39	R 40 000,00	EVICION SITE EARMARKED FOR DESALINATION PLANT SCHULPHOEK AND BEACH CLUB
2	94610	FAIRBRIDGES WERTHEIM BECKER AT	20190114	Clause 36(1)(a)(v)(c)	R 130 434,78	R -	R 19 565,22	R 150 000,00	OVE4/0145 GREATER HERMANUS IMPROVEMENT DISTRICT (HPP)
5	94649	BURGER A DIVISION OF MEDIA 24	20190116	Clause 36(1)(a)(v)(d)	R 4 023,40	R -	R 603,50	R 4 626,90	SC 1948, 1953, 1954 ADVERTS HERMANUS TIMES
6	94648	INDEPENDENT NEWSPAPERS (PTY) L	20190116	Clause 36(1)(a)(v)(d)	R 11 087,11	R -	R 1 663,06	R 12 750,17	SC 1948, 1953, 1954 ADVERTS
7	94647	BURGER A DIVISION OF MEDIA 24	20190116	Clause 36(1)(a)(v)(d)	R 7 200,00	R -	R 1 080,00	R 8 280,00	SC 1948, 1953, 1954 ADVERTS
8	94664	BURGER A DIVISION OF MEDIA 24	20190116	Clause 36(1)(a)(v)(d)	R 1 877,22	R -	R 281,58	R 2 158,80	AFFORDABLE ERVEN: MOUNT PLEASANT
9	94665	BURGER A DIVISION OF MEDIA 24	20190116	Clause 36(1)(a)(v)(d)	R 2 413,57	R -	R 362,03	R 2 775,60	ADVERTISEMENT FOR WARD 8 IN HERMANUS TIMES
10	94732	THEMBEKA PROPERTIES (PTY) LTD	20190117	Clause 36(1)(a)(v)(d)	R 3 432,00	R -	R 514,80	R 3 946,80	ERF 6879, EASTCLIFF: REMOVAL OF RESTRICTIVE CONDITIONS & CONSENT USE
11	94885	AYANDA MBANGA COMMUNICATIONS (20190123	Clause 36(1)(a)(v)(d)	R 4 424,78	R -	R 663,70	R 5 088,48	PLASING EN TAALVERSORGING VAN AFR & ENG ADV IN DIE HERMANUS TIMES VAN DO 24/01/2019 CAM135677
12	94881	AYANDA MBANGA COMMUNICATIONS (20190123	Clause 36(1)(a)(v)(d)	R 11 586,72	R -	R 1 738,00	R 13 324,72	PLASING EN TAALVERSORGING VAN ADV. IN DIE CAPE TIMES VAN MA 28 JAN 2019 - ENG. CAM135676
13	94827	THEMBEKA PROPERTIES (PTY) LTD	20190122	Clause 36(1)(a)(v)(d)	R 3 432,00	R -	R 514,80	R 3 946,80	NOTICE NO: 04/2019 ANNUAL REPORT 2017/18
14	94828	OVERSTRAND HERALD	20190122	Clause 36(1)(a)(v)(d)	R 2 628,08	R -	R 394,21	R 3 022,29	NOTICE NO: 04/2019 ANNUAL REPORT 2018/2019
15	95020	BURGER A DIVISION OF MEDIA 24	20190129	Clause 36(1)(a)(v)(d)	R 6 972,53	R -	R 1 045,87	R 8 018,40	ADVERTS SC 1935+1961/2019
16	95087	AYANDA MBANGA COMMUNICATIONS (20190130	Clause 36(1)(a)(v)(d)	R 8 831,45	R -	R 1 324,70	R 10 156,15	TAALVERSORGING EN PLASING VAN ADV IN DIE VILLAGE NEWS VAN 30/01/2019 AFR & ENG CAM135727
17	95157	BURGER A DIVISION OF MEDIA 24	20190131	Clause 36(1)(a)(v)(d)	R 8 640,00	R -	R 1 296,00	R 9 936,00	ADVERTSA SC 1935+1961/2019 DIE BURGER
18	95158	INDEPENDENT NEWSPAPERS (PTY) L	20190131	Clause 36(1)(a)(v)(d)	R 5 111,20	R -	R 766,68	R 5 877,88	ADVERTS SC 1935+1961/2019 C/TIMES
3	94934	FLIGHT CENTRE TRAVEL GROUP (PT	20190124	Clause 36(1)(a)(v)(e)	R 4 569,54	R -	R 685,43	R 5 254,97	RETURN FLIGHT AND CAR HIRE - JHB TRAVEL EXPO, 8 FEB - 11 FEB 2019, ONE PERSON
4	94973	FLIGHT SPECIALS	20190128	Clause 36(1)(a)(v)(e)	R 5 049,33	R -	R 757,39	R 5 806,72	RETURN FLIGHT AND CAR HIRE - JHB, DATE: 24 - 28 FEB 2019

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
19	94863	ASSOCIATION OF MUNICIPAL ELECT	20190123	Clause 36(1)(a)(v)(f)	R 2 391,31	R -	R 358,69	R 2 750,00	MEMBERSHIP FEES 470, INV12578
20	94948	SOUTHERN AFRICA REVENUE PROTEC	20190125	Clause 36(1)(a)(v)(f)	R 5 960,00	R -	R -	R 5 960,00	MEMBERSHIP FEES 2019. INV3537
21	94767	PAYDAY SOFTWARE SYSTEMS (PTY)	20190118	Clause 36(1)(a)(v)(g)	R 10 083,48	R -	R 1 512,52	R 11 596,00	SEMINAR & PRACTICAL WORKSHOP FOR RETHA RUST AND ANANDI RUST 07 & 08 MARCH 2019
22	88951	SHERIFF GOODWOOD AREA 2 - 3466	20180724	Clause 36(1)(a)(v)(i)	R 2 608,70	R -	R 391,30	R 3 000,00	JAARORDER - GOODWOOD AREA 2 BALIU
TOTAL					R 277 539,81	R 0,00	R 40 736,87	R 318 276,68	



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

		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						
		10	11					
#	Request	Supplier	Date	Value (VAT Excl)	VAT	Value (VAT Incl)	Reason Code	Comments / Line description
1	94240	GANSBAAI BUILD IT (PTY) LTD	20181213	R 2 084,05	R 312,58	R 2 396,63	10	TILES, TILE ADHESIVE, GROUT LIGHT, BONDING LIQUID
2	94308	HERMANIUS EXTINGUISHER SERVICES	20181218	R 2 190,00	R 328,50	R 2 518,50	10	SERVICE FIRE EXTINGUISHERS
3	94497	UYLENVLEI RETREAT	20190109	R 20 617,40	R 3 092,60	R 23 710,00	10	FACILITATION AND PROVISION OF JUNIOR TOWN COUNCIL LEADERSHIP CAMP FOR 19 & 20 /01/ 2019
4	93207	GAS HUB (PTY) LTD	20181109	R 4 069,57	R 610,43	R 4 680,00	10	INSTALLATION OF GAS CILINDER TO GAS STOVE.
5	93858	GANSBAAI AIRCON AND REFRIGERAT	20181127	R 6 639,54	R 995,93	R 7 635,47	11	REPAIR AIR CONDITIONER - 24000 BTU R22 MIDWALL SPLIT UNIT - NEW COMPRESSOR FOR A ALLIANCE AIR
6	94355	BOTRIVIER BOEREMARK	20181219	R 3 141,37	R 471,21	R 3 612,58	11	SILICONE SEALANT CLEAR 260ML, DOOR, DRYWALL SCREWS, INDICATOR BOLT
7	94520	UNIVERSAL TRADING	20190110	R 14 720,00	R 2 208,00	R 16 928,00	11	1 X AVK PLAIN ENDED VALVE 250MM
8	94614	EAGLE SECURITY SYSTEMS WESTERN	20190115	R 3 440,00	R -	R 3 440,00	11	SENSOR: REPLACEMENT OF EXISTING OLD SENSORS X2

TOTAL 8 R 56 901,93 R 8 019,25 R 64 921,18