



**SPECIAL MEETING OF THE MAYORAL  
COMMITTEE**

**SPESIALE VERGADERING VAN DIE  
BURGEMEESTERSKOMITEE**

**INTLANGANISO EKHETHEKILEYO YEKOMITI  
KASODOLOPHU**

**A G E N D A**

**I-AJENDA**

**DATE / DATUM / UMHLA : 31 JULY / JULIE / JULAYI 2019**

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

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

**TIME / TYD / IXESHA : 10:00**

# **MUNISIPALITEIT OVERSTRAND MUNICIPALITY**

Office of the Municipal  
Manager  
Municipal Offices  
HERMANUS

**26 July / Julie / Julayi 2019**

## **NOTICE TO ALL ALDERMEN AND COUNCILLORS**

**NOTICE IS HEREBY GIVEN** that a **SPECIAL MEETING** of the **MAYORAL COMMITTEE** will be held in the **Banqueting Hall, Civic Centre, HERMANUS**, on **WEDNESDAY, 31 JULY 2019** at **10:00** to consider the items set out in the attached agenda.

**C GROENEWALD  
MUNICIPAL MANAGER**

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## **KENNISGEWING AAN ALLE RAADSHERE EN RAADSLEDE**

**KENNIS WORD HIERMEE GEGEE** dat 'n **SPESIALE VERGADERING** van die **BURGEMEESTERSKOMITEE** gehou sal word in die **Banketsaal, Burgersentrum, HERMANUS**, op **WOENSDAG, 31 JULIE 2019** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD  
MUNISIPALE BESTUURDER**

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

**OKU KUKWAZISA** ukuba **INTLANGANISO EKHETHEKILEYO YEKOMITI KASODOLOPHU** iza kuba se **Banqueting Hall, kwiZiko LoLUNTU, eHERMANUS** ngo**LWESITHATHU, Umhla we 31 JULAYI 2019** ngeye-**10:00** ukuqwalasela imicimbi ekule agenda iqhotyoshelwe apha.

**C GROENEWALD  
LOMPHATHI KAMASIPALA**

**AGENDA/...**

**1. OPENING**

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

**3. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE EXECUTIVE MAYOR / DEPUTY EXECUTIVE MAYOR**

**4. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR JUNE 2019**

**8/2/2**

**C Le Roux**

**(028) 313 8107**

**Corporate Head Office**

**04 July 2019**

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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 June 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 June 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 June 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 June 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 June 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 - JUNE 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	SCD3122A/2018	WORKING ON FIRE (PTY) LTD	20190605	Clause 36(1)(a)(i)	R 43 478,26	R -	R 6 521,74	R 50 000,00	ADDITIONAL RESOURCES UTILIZED DURING EXTENDED FIRES OF 2019/01/11
2	SCD3140/2018	R&R ALUMINIUM AND GLASS	20190628	Clause 36(1)(a)(i)	R 773,91	R -	R 116,09	R 890,00	EMERGENCY REPLACEMENT OF OFFICE WINDOW DAMAGE BY VANDILISM
3	SCD3136/2018	HERMANNUS ANIMAL HOSPITAL INCORP	20190610	Clause 36(1)(a)(i)	R 1 085,64	R -	R 159,86	R 1 225,50	EUTHANASIA OF INFANT BABOON ON 27/05/2019
4	SCD3138/2018	RIGTECH & SERVICES CC	20190620	Clause 36(1)(a)(i)	R 4 250,00	R -	R 637,50	R 4 887,50	LOWER ONE POLE WITH CLUSTER OF LIGHTS ON MT PLEASANT RUGBY FIELD
		FIDELITY ADT (PTY) LTD		Clause 36(1)(a)(v)	R 216 321,39	R -	R 32 448,21	R 248 769,60	
5	SCD3100A/2018	BOPAWENA SECURITY (PTY) LTD T/A SAFE SECURITY STANFORD	20190628	Clause 36(1)(a)(v)	R 59 283,48	R -	R 8 892,52	R 68 176,00	PROVISION OF ALARM MONITORING AND ARMED RESPONSE SERVICES
		SECMA INTERNATIONAL SECURITY (PTY) LTD		Clause 36(1)(a)(v)	R 70 000,00	R -	R 10 500,00	R 80 500,00	
6	SCD3141/2018	ABSA BANK LIMITED	20190628	Clause 36(1)(a)(v)	R 521 739,13	R -	R 78 260,87	R 600 000,00	PROVISION OF BANKING SERVICES
7	SCD3135/2018	WORK DYNAMICS (PTY) LTD	20190605	Clause 36(1)(a)(v)	R 28 606,82	R -	R 4 291,02	R 32 897,84	DETERMINING MARKET RELATED REMUNERATION FOR S64A AND S66 MANAGERS
8	SCD3131/2018	GROOTBOS GREEN FUTURES FOUNDATION	20190621	Clause 36(1)(a)(v)	R 43 478,26	R -	R 6 521,74	R 50 000,00	CONTRIBUTION TO GROOTBOS FOUNDATION SYAKHA CAREERS EMPLOYABILITY AND ENTERPRISE PROGRAMME
9	SCD3137/2018	PETER BUTTNER SPORTSWEAR (PTY) LTD	20190612	Clause 36(1)(a)(v)(e)	R 10 345,00	R -	R 1 551,75	R 11 896,75	REPAIR AND MAINTENANCE ON DRY LINE FIELD MACHINE IN GANSBAAI
10	98801	FAIRBRIDGES WERTHEIM BECKER AT	20190620	Clause 36(1)(a)(v)(c)	R 1 200 000,00	R -	R 180 000,00	R 1 380 000,00	2ND BULK ORDER FOR ALL FAIRBRIDGES INVOICES
11	98722	THEMBEKA PROPERTIES (PTY) LTD	20190603	Clause 36(1)(a)(v)(d)	R 4 752,00	R -	R 712,80	R 5 464,80	ADVERT SEC 116/33 HANRE
12	98724	GANSBAAI COURANT BK	20190603	Clause 36(1)(a)(v)(d)	R 1 382,61	R -	R 207,39	R 1 590,00	ADVERT SEC 116/33 HANRE
13	98723	OVERSTRAND HERALD	20190603	Clause 36(1)(a)(v)(d)	R 1 790,85	R -	R 268,62	R 2 059,47	ADVERT SEC 116/33 HANRE
14	98745	THEMBEKA PROPERTIES (PTY) LTD	20190604	Clause 36(1)(a)(v)(d)	R 2 904,00	R -	R 435,60	R 3 339,60	NOTICE NO.:56/2019 - BUDGET & TARIFFS 2019/2020
15	98743	BURGER A DIVISION OF MEDIA 24	20190604	Clause 36(1)(a)(v)(d)	R 4 022,61	R -	R 603,39	R 4 625,00	NOTICE NO.:56/2019 - BUDGET & TARIFFS 2019/2020
16	98750	BURGER A DIVISION OF MEDIA 24	20190605	Clause 36(1)(a)(v)(d)	R 8 640,00	R -	R 1 296,00	R 9 936,00	ADVERT SC 1971 & SC1987/2019
17	98749	INDEPENDENT NEWSPAPERS (PTY) L	20190605	Clause 36(1)(a)(v)(d)	R 5 622,32	R -	R 843,35	R 6 465,67	ADVERTS SC 1971 & SC 1987/2019
18	98768	THEMBEKA PROPERTIES (PTY) LTD	20190610	Clause 36(1)(a)(v)(d)	R 2 904,00	R -	R 435,60	R 3 339,60	ADVERT ERF 1060, 44 END STREET, SANDBAAI : APPLICATION FOR REMOVAL OF RESTRICTIVE TITLE DEED CONDITION

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#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
19	98770	OVERSTRAND HERALD	20190610	Clause 36(1)(a)(v)(d)	R 1 790,85	R -	R 268,62	R 2 059,47	ADVERT REMAINDER OF FARM 562. A DIVISION OF CALEDON: ROR AND CONSENT USE
20	98766	THEMBEKA PROPERTIES (PTY) LTD	20190607	Clause 36(1)(a)(v)(c)	R 4 224,00	R -	R 603,60	R 4 827,60	SC 1971/2019 ADVERT
21	98775	THEMBEKA PROPERTIES (PTY) LTD	20190611	Clause 36(1)(a)(v)(d)	R 5 016,00	R -	R 752,40	R 5 768,40	ADVERT PORTION 35 OF FARM 633, ROCKLANDS : ROR, CONSENT USE, DEPARTURE & APPLICATION FOR APPROVAL
22	98761	BURGER A DIVISION OF MEDIA 24	20190612	Clause 36(1)(a)(v)(d)	R 4 320,00	R -	R 648,00	R 4 968,00	ADVERT SC 1996/2019 REPLACEMENT OF WATER METERS
23	98760	INDEPENDENT NEWSPAPERS (PTY) L	20190612	Clause 36(1)(e)(v)(d)	R 3 322,28	R -	R 498,34	R 3 820,62	ADVERT SC 1995/2019 REPLACEMENT OF WATER METERS
24	98797	BURGER A DIVISION OF MEDIA 24	20190619	Clause 36(1)(a)(v)(d)	R 4 320,00	R -	R 648,00	R 4 968,00	ADVERT SC 2000/2019 CONSTR OF BLK WATER BLOMPARK
25	98798	INDEPENDENT NEWSPAPERS (PTY) L	20190619	Clause 36(1)(a)(v)(d)	R 2 811,16	R -	R 421,67	R 3 232,83	ADVERT SC 2000/2019 CONSTR OF BLK WATER BLOMPARK
26	98804	THEMBEKA PROPERTIES (PTY) LTD	20190620	Clause 36(1)(e)(v)(d)	R 3 696,00	R -	R 554,40	R 4 250,40	ADVERT SC 2000/2019 - BULK STORMWATER BLOMPARK
27	98821	BURGER A DIVISION OF MEDIA 24	20190625	Clause 36(1)(a)(v)(d)	R 3 486,27	R -	R 522,93	R 4 009,20	ADVERT SC 1999/2019 HTIMES
28	98820	INDEPENDENT NEWSPAPERS (PTY) L	20190625	Clause 36(1)(e)(v)(d)	R 2 555,60	R -	R 383,34	R 2 938,94	ADVERT SC 1999/2019 BURGER
29	98819	BURGER A DIVISION OF MEDIA 24	20190625	Clause 36(1)(a)(v)(d)	R 4 320,00	R -	R 648,00	R 4 968,00	ADVERT SC 1999/2019 BURGER
30	98824	OVERSTRAND HERALD	20190626	Clause 36(1)(e)(v)(d)	R 5 372,54	R -	R 805,87	R 6 178,41	DATABASE ADVERTS
31	98825	BURGER A DIVISION OF MEDIA 24	20190626	Clause 36(1)(a)(v)(d)	R 10 011,31	R -	R 1 501,69	R 11 513,00	DATABASE ADVERTS
32	98826	GANSBAAI COURANT BK	20190626	Clause 36(1)(e)(v)(d)	R 4 147,83	R -	R 622,17	R 4 770,00	DATABASE ADVERTS
33	98830	INDEPENDENT NEWSPAPERS (PTY) L	20190627	Clause 36(1)(e)(v)(d)	R 3 066,73	R -	R 460,00	R 3 526,73	ADVERT SC 2002/2019 - BLOMPARK
34	98829	BURGER A DIVISION OF MEDIA 24	20190627	Clause 36(1)(a)(v)(d)	R 4 320,00	R -	R 648,00	R 4 968,00	ADVERT SC 2002/2019 - BLOMPARK
35	98764	ROAD LODGE CENTURION	20190607	Clause 36(1)(e)(v)(e)	R 4 914,79	R -	R 737,21	R 5 652,00	ACCOMMODATION FOR FIRE SAFETY WORKSHOP - ROAD LODGE CENTURION
36	98765	FLIGHT SPECIALS	20190607	Clause 36(1)(e)(v)(e)	R 9 013,63	R -	R 1 352,03	R 10 365,66	PLANE TICKETS AND CAR RENTAL FOR FIRE SAFETY WORKSHOP - CENTURION
37	98777	SHERIFF WYNBERG SOUTH - 3851	20190611	Clause 36(1)(e)(v)(t)	R 75,00	R -	R 11,25	R 86,25	JAAORDER SHERIFF - WYNBERG SUID BALJU

<b>TOTAL</b>	<b>37</b>	<b>R 2 312 144,27</b>	<b>R 0,00</b>	<b>R 346 821,57</b>	<b>R 2 658 965,84</b>
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**Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - June 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	98485	GROUP AFRIQUE CONSULTING AND P	20190415	R 9 400,00	R -	R 9 400,00	10	SOCIAL MEDIA WORKSHOP FOR TOURISM STAFF / ENTREPRENEURS
2	98682	HERMANUS LOCKSMITHS AND SECURI	20190528	R 4 745,00	R -	R 4 745,00	10	SUPPLY AND REPLACE OF VARIOUS KEYS IN KLEINMOND OFFICES
3	98721	LAUNDRY CORPORATION HERMANUS	20190603	R 8 695,66	R 1 304,34	R 10 000,00	11	LAUNDRY SERVICES FOR COMMUNICATIONS SECTION FROM 1 JUN 2019 - 31 DEC 2019
4	98701	RHODE BROS STEEL PROJECTS CC	20190531	R 26 000,00	R 3 900,00	R 29 900,00	11	SUPPLY AND INSTALL DOUBLE TWISTER AND TWIN PUSH CHAIRS IN GANSBAAI
5	98253	MAIN EN SEAGLADES EIENDOMME CC	20190415	R 10 800,00	R 1 620,00	R 12 420,00	11	DRAWING UP PLANS FOR ZWELHILE BOXING GYM ROOF
6	98364	FG UNIFORMS CC	20190415	R 8 910,00	R 1 336,50	R 10 246,50	11	SUPPLY AND DELIVERY OF UNIFORM WITH EMBROIDERY FOR SAFETY AND SECURITY
7	95751	APPEL VM	20190219	R 25 350,00	R -	R 25 350,00	11	SUPPLY AND INSTALL RAILING TO THE RAMP AT BETTY'S BAY LIBRARY
8	SC1992/2019	RIGTECH AND SERVICES CC	20190628	R 97 728,00	R 14 659,20	R 112 387,20	11	RENTAL OF STORAGE CONTAINERS FOR A CONTRACT PERIOD ENDING 30 JUNE 2020

TOTAL

8

R 191 628,66 R 22 820,04 R 214 448,70

Bill