



**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 :
VENUE / PLEK / INDAWO :**

**30 MARCH / MAART / MATSHI 2016
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 March 2016

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, 30 MARCH 2016** at **10:00** to consider the items set out on the attached agenda.

C GROENEWALD
MUNICIPAL MANAGER

24 Maart 2016

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, 30 MAART 2016** om **10:00** vir oorweging van die items op die meegaande agenda.

C GROENEWALD
MUNISIPALE BESTUURDER

24 Matshi 2016

ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA

INTLANGANISO YESIQHELO YEKOMITI KASODOLOPHU WE-OVERSTRAND

OKU KUKWAZISA ukuba intlanganiso **YESIQHELO yeKOMITI KASODOLOPHU**, iza kuba se **Banqueting Hall, kwiZiko, eHermanus ULWESITHATHU UMHLA, 30 MATSHI 2016** 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 February 2015 at 10:00**

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

5. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR FEBRUARY 2016

8/2/2

**C Le Roux
12 February 2016**

(028) 313 8080

Corporate Head Office

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 16(1)(b) and 17(1)(c) for February 2016.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Finance
Department: Supply Chain Management

3. Compliance with Strategic Priority/ies

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.

A schedule of all Deviations approved for February 2016 is attached as per **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 below R 30,000.00 (Incl. VAT) 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 February 2016 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 February 2016, **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 February 2016, **be noted**.

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



**SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 5(3) OF THE SCM POLICY
DEVIATIONS FROM THE POLICY, APPROVED IN TERMS OF CLAUSE 36(1)(a) FOR THE MONTH- FEBRUARY 2016**

#	Deviation #	Dated	Received	Date Approved	Deviation in terms of Clause 36(1)(a)	Description	Responsible Official	Awarded to	Unique Key No:	Cost Code	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
1	SCD287/2016	2016/01/18	2016/00/21	2016/02/24	Clause 36(1)(a)(v)	Exhibiting at the 2016 Cape Gateway Show	Director LED, S Macfabe	Ramsay Made (Pty) Ltd	20150212018237	1120203740000	R 13 725.00	R 0.00	R 1 921.50	R 15 646.50
2	SCD287/4/2016	2016/01/26	2016/01/26	2016/02/03	Clause 36(1)(a)(v)	Urgent repairs on tractors CEM 21823 & CEM 19287	Acting Manager, FW Frans	URSUS SA	20150629094101 & 20150629093924	11670201450000 & 11660201450000	R 17 637.00	R 0.00	R 2 469.18	R 20 106.18
3	SCD287/5/2016	2016/01/13 & 29	2016/01/28 & 29	2016/02/15	Clause 36(1)(a)(i)	Extinguish lines at Lemoenkop, Femboof Nature Reserve and Kibrookke	Chief, Fire & Disaster	Vulcan Wireline Management (Pty) Ltd	20150212016735 & 20150212016577	10740200410000 & 10740201350000	R 16 864.70	R 0.00	R 0.00	R 16 864.70
4	SCD287/6/2016	2016/01/29	2016/01/29	2016/02/15	Clause 36(1)(a)(i)	Extinguish fire at Lemoenkop, Femboof Nature Reserve	Chief, Fire & Disaster	Henley Air (Pty) Ltd.	20150212016735 & 20150212016577	10740200410000 & 10740201350000	R 124 280.68	R 0.00	R 17 399.30	R 141 679.98
5	SCD287/7/2016	2016/02/05	2016/02/15	2016/02/17	Clause 36(1)(a)(v)	Service and repairs to Self-containing breathing apparatus cylinders	Chief, Fire & Disaster	Dräger South Africa (PTY) LTD	20150212016683	10740201440000	R 5 440.00	R 0.00	R 761.60	R 6 201.60
6	SCD287/8/2016	2016/02/19	2016/02/19	2016/02/22	Clause 36(1)(a)(v)	IMFO Conference - Effect of GRAP on the recognition and de-recognition of land and proposed housing as well as the latest updates on GRAP Standards, 23 February 2016	Senior Manager, Expenditure & Assists	IMFO (Institute of Municipal Finance Officers)	20150212013219	10150204670000	R 2 368.42	R 0.00	R 331.58	R 2 700.00
7	SCD287/9/2016	2016/02/19	2016/02/19	2016/02/19	Clause 36(1)(a)(v)	Urgent repairs on Tractor CEM 31017	Manager, Housing, Frans F	ARGO Landin	20150629094101	11670201450000	R 26 153.40	R 0.00	R 3 661.48	R 29 814.88
8	SCD288/2016	2015/01/05	2015/01/06	2016/02/23	Clause 36(1)(a)(i)	Membership fees for Southern Africa Revenue Protection Association (SARPA)	Director, Infrastructure and Planning, S Muller	SARPA	20150212023151.00	12180204730000.00	R 4 328.95	R 0.00	R 606.05	R 4 935.00
											R 210 798.16	R 0.00	R 27 450.68	R 237 948.84

Schedule of approvals in terms of Clause 17(1) of the SCM Policy - Overstrand Municipality - 1 February 2016 to 23 February 2016

Reason Codes for exceptions:

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	Order	Supplier	Value	Reason Code	Comments / Line description	
1	60423	210793	GOOD EARTH WAREHOUSING AND DIS	23 179 30	10	MOLDED FIRE SERVICE RANK	
2	60913	210703	HERMANUS EXTINGUISHER SERVICES	3 300 00	10	1 X 1.2M LONDON ROUND TREAT SWIVEL HEAD STANDPIPE WITH SHOE INLET, OUTLET 65MM FEMALE INST. COUPLING	
3	60915	210768	VOLTEX (PTY) LTD - OVERSTRAND	4 450 00	10	RBB 1 ALLBRO BACKING BOARD	
4	61805	210198	CONLOG (PTY) LTD	25 361 00	10	BEC62 (08) TF (3 PHASE METERS)	
5	61834	210259	MARCE PROJECTS	14 809 00	10	TORPEDO BUOY INCL HARNESS	
6	62560	210446	ADENCO CONSTRUCTION (PTY) LTD	25 650 00	10	TESTING DONE ON 9 SYSTAIN INSTALLATIONS, ISSUE OF 3 PH COC AND TRAVELLING.	
7	62693	210698	BIDVEST WALTONS	2 059 52	10	BLACK BIC BALL POINT PENS - MEDIUM	
8	62729	210367	MG ELECTRICAL	9 930 00	10	REPLACE 5FT BULBS AND STARTERS	
9	62944	210387	SIYPHAMBILI ELECTRICAL AND IND	8 600 00	10	7, 2 METER GALVANISED STEEL POLES.	
10	62953	210445	SHARP ELECTRONICS	8 771 93	10	COPY COST (5 X MACHINES : 1 - 31 MARCH 2016)	
11	62976	210386	POWERTECH TRANSFORMERS	3 750 00	10	SUPPLY AVOCADO GREEN 3CR12 CHIMNEY LID CW SCEWS AND STRIP	
12	62998	210409	PROCEDO TRAINING PROVIDERS (PT	24 000 00	10	4 PERSONE VIR MODULE 0 ELECTRICAL TRAINING	
13	63044	210421	MASTERCLASS TRADING 214 CC	29 290 00	10	SECURITY GRADE TRAINING	
14	63156	210705	GANSBAAI AIRCON AND REFRIGERAT	21 370 40	10	NADINE LUBENI - 12 000 BTU MIDWALL SPLIT UNIT - HEATING AND COOLING	
15	63179	210429	OVERBERG DRIVING SCHOOL	9 100 00	10	LESSE EN HUUR VAN TROK VIR KODE 14 LISENSIE VIR LEON BOOYSEN	
16	63206	210741	BIDVEST WALTONS	1 762 55	10	HP NO 131A TONER CYAN HC211A HCF211A	
17	63284	210714	SUPREME ELECTRICAL SUPPLIES	6 050 95	10	1 WAY MIDI ROBOT YELLOW LED 24V AC/DC OR 220V AC/DC	
18	63304	210775	HS METALWORKS	5 157 90	10	SUPPLY AND FIT STEEL GATES 800X2M (MEASUREMENTS TO BE CONFIRMED ON SITE)	
19	63323	210691	TRAFFIC MANAGEMENT TECHNOLOGY	10 950 00	10	RECONFIGURE & DOWNLOAD NEW TIME PLANS (VERMONT, KIDBROOKE, MIMOSA INTERSECTIONS (LOOPS & TIME PLANS)	
20	63424	210644	GILBERTS CATERING (K2011/12488	2 250 00	10	CHICKEN AND SALAD LUNCH 24/02/2016	
21	63687	210800	JUST TEST AND WELDING SOLUTION	4 569 43	10	REGULATOR S 6000 LGS 400	
22	60805	210706	HERMANUS EXTINGUISHER SERVICES	3 315 00	11	BRANDBLUSSERS 4 5 KG DCP ASOOK BRANDBLUSSERS BOKSE WAARIN BRANDBLUSSERS STAAN.	
23	60931	210674	KOHLER SIGNS (PTY) LTD	1 880 00	11	ROAD CONES (GROOT)	
24	60949	210794	CAPE IMPORTERS	6 617 00	11	SLT SPEEDBOIL - ANVIL	
25	61196	210813	BB GLASS	3 895 64	11	Vervanging van gekraakte/gebreekte glas asook linting" by die Kleinmond Jeugsentrum."	
26	62071	210260	BIDVEST WALTONS	2 131 22	11	ERASER	
27	62556	210693	KLEINMOND BUILD-IT	1 873 69	11	PAVER BOND GREY PER 1000	
28	62659	210089	W THOMPSON BOUERS	4 500 00	11	UITKAP VAN BINNEMUUR EN KAGGEL AFRONDING VAN MUUR	
29	62765	210316	ENGELBRECHT ROOFING STRUCTURES	5 203 00	11	SUPPLY AND FIT 3 X SAFETY GATES AT STANFORD MUN WORK YARDS: HEUWEL & BEZUIDENHOUT STREET	
30	62825	210219	PPF HERMANUS	5 402 85	11	GEYSER 200L ECON MK2 DUAL KWIK	
31	62939	210310	COMMUNICATION NETWORK CC (COMM	7 335 00	11	ANYTONE AT289 RADIO	
32	63022	210366	LEARN TO EARN TRAINING PROJECT	3 840 00	11	LGAC TRAINING 29 FEB AND 01 MARCH 2016, CLASSROOM AND MEALS FOR 16 PEOPLE	
33	63102	210538	BIDVEST WALTONS	6 874 01	11	1X HP No 131A Toner Cyan HC211A HCF211A	
34	63168	210799	PIENAAR BROTHERS (PTY) LTD	2 250 00	11	BC HARDHAT BRIM LIME.	
35	63200	210550	TALISMAN HIRE HERMANUS - 1 SE	3 859 64	11	HUUR VAN TOILETS (DU TOIT & KING STREET)	
36	63214	210692	KLEINMOND BOUHANDEL	2 062 21	11	ALUM ANGLE BRZ 25X25X2MM 3.0M	
37	63321	210610	OVERSTRAND BUILD IT (PTY) LTD	13 921 40	11	Poles (Den) - 20 x 4.2m - Klas 4 100mm-119mm)	
38	63330	210779	JOHANN BERGH ELECTRONICS BK	2 200 00	11	MOVE 3 BASE STATION RADIOS (MOTOROLA CM360, DM3601, CM160) TO NEW CONTROL ROOM	
39	63498	210635	GILBERTS CATERING (K2011/12488	2 990 00	11	3 SANDWICH PLATTERS 7 SAVOURY PLATTERS FOR OMAF MEETING 23 FEBRUARY 2016	
40	63507	210591	HENDRICKS M	8 000 00	11	VERANDERINGE TE NIVENEASTR KLEINMOND	

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