



SPECIAL MEETING OF THE COUNCIL

SPEZIALE VERGADERING VAN DIE RAAD

INTLANGANISO EKHETHEKILEYO YEBHUNGA

A G E N D A

I-AJENDA

DATE / DATUM / UMHLA : 27 JULY / JULIE / JULAYI 2017

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

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

TIME / TYD / IXESHA : 11:00

MUNISIPALITEIT OVERSTRAND MUNICIPALITY

Office of the Municipal
Manager
Municipal Offices
HERMANUS

24 July / Julie / Julayi 2017

NOTICE TO ALL ALDERMEN & COUNCILLORS

SPECIAL MEETING OF THE OVERSTRAND MUNICIPAL COUNCIL

NOTICE IS HEREBY GIVEN that a **SPECIAL MEETING** of the **OVERSTRAND MUNICIPAL COUNCIL** will be held in the **Banqueting Hall, Civic Centre, Hermanus**, on **Thursday , 27 July 2017** at **11:00** to consider the business set forth in the subjoined agenda.

The attention of Councillors is directed to the Code of Conduct for Councillors and Municipal Officials, Schedules 1 & 2 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

C GROENEWALD
MUNICIPAL MANAGER

KENNISGEWING AAN ALLE RAADSHERE & RAADSLEDE

SPESIALE VERGADERING VAN DIE OVERSTRAND MUNISIPALE RAAD

KENNIS WORD HIERMEE GEGEE dat 'n **SPESIALE VERGADERING** van die **OVERSTRAND MUNISIPALE RAAD** gehou sal word in die **Banketsaal, Burgersentrum, Hermanus**, op **Donderdag, 27 Julie 2017** om **11:00** om die sake op meegaande sakelys te bespreek.

Raadslede se aandag word gevestig op die Gedragskode vir Raadslede en Munisipale Beamptes, Bylae 1 & 2 van die Wet op Plaaslike Regering : Munisipale Stelsels, 2000 (Wet 32 van 2000).

C GROENEWALD
MUNISIPALE BESTUURDER

ISAZISO ESIYA KUBO BONKE OCEBAKHULU NOOCEBA

INTLANGANISO EKHETHEKILEYO YEBHUNGA LIKAMASIPALA WE-OVERSTRAND

OKU KUKWAZISA ukuba **INTLANGANISO EKHETHEKILEYO YEBHUNGA**, eza kuba **se Banqueting Hall, kwiZiko LoLUNTU, eHermanus ngoLwesine, 27 Julayi 2017 ngeye-11:00** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

OoCeba bayacelwa ukuba baqwalasele isikhokelo sokuziphatha sooCeba namaGosa kamasipala, amaXwebhu 1 & 2 kaRhulumente wooMasipala: uMthetho weeNkqubo zikaMasipala, 2000 (UMthetho 32 wowama-2000).

C GROENEWALD
UMPHATHI KAMASIPALA

AGENDA/...

- 1. OPENING**

- 2. APPLICATIONS FOR LEAVE OF ABSENCE**

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

4. **CONSIDERATION OF RECOMMENDATIONS MADE BY THE EXECUTIVE MAYOR TO COUNCIL, IN TERMS OF SECTION 160(2) OF THE CONSTITUTION, 1996, AND SECTION 59(1)(a) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT 2000 (ACT 32 OF 2000)**

REMARK

Please note that the following recommendations contained in this agenda are subject to confirmation or amendment by the Special Mayoral Committee in view of the fact that the **compilation of the Special Council agenda** was done before the Special Mayoral Committee of 27 July 2017 had formally sat.

4.1

MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR JUNE 2017

(ITEM 4, PAGE 1 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for June 2017, **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 2017, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.2

**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2016/2017:
4th QUARTER: 01 APRIL 30 JUNE 2017**

**(ITEM 5, PAGE 6 : SPECIAL MAYORAL COMMITTEE MEETING :
27 JULY 2017)**

RECOMMENDATION TO THE COUNCIL:

that **cognisance be taken** of the activities undertaken and outcomes achieved in the implementation of the Overstrand Municipality's Supply Chain Management Policy for the 4th Quarter of 2016/2017.

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

4.3

ANNUAL SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT IN TERMS OF PARAGRAPH 6(2)(a) OF THE POLICY: 2016/2017**(ITEM 6, PAGE 22 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

1. that the Supply Chain Management Implementation Report for the 2016/2017 financial year submitted in terms of Paragraph 6 of the Supply Chain Management Policy **be noted**;
2. that, following the provisions of paragraph 6 of the Supply Chain Management Policy, **the report be made public** in accordance with Section 21A of the Local Government: Municipal Systems Act, No. 32 of 2000; and
3. that **the schedules of Deviations and Irregular Expenditure be disclosed as a note to the Annual Financial Statements** for the 2016/2017 financial year.

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

4.4**ANNUAL STOCK TAKING FOR 2016/2017: MUNICIPAL STORES****(ITEM 7, PAGE 68 : SPECIAL MAYORAL COMMITTEE MEETING :
27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

1. that the redundant stock at Hermanus Stores (Cartridge) & Kleinmond stores be **written off**; and
2. that the stock as recorded on 30 June 2017 be taken as the starting balance of the 2017/2018 stock register.

RESPONSIBLE OFFICIAL :**DRM POTGIETER****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.5

QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET FOR THE QUARTER ENDED JUNE 2017

(ITEM 8, PAGE 112 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)

RECOMMENDATION TO THE COUNCIL:

that the consolidated quarterly report, as per Annexure A, in respect of Bank Account Withdrawals not in terms of an Approved Budget for the quarter ended June 2017, **be noted.**

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.6

BUDGET REPORT FOR THE QUARTER ENDED JUNE 2017**(ITEM 9, PAGE 115 : SPECIAL MAYORAL COMMITTEE MEETING :
27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

that the budget report for the quarter ended June 2017, prepared as part of the financial reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003, **be noted**.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.7

MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS (mSCOA): PROGRESS ON STATUS OF THE mSCOA IMPLEMENTATION PROJECT

(ITEM 10, PAGE 165 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)

RECOMMENDATION TO THE COUNCIL:

that the mSCOA Progress Report for the implementation of the mSCOA Regulations, **be noted.**

RESPONSIBLE OFFICIALS:

**S REYNEKE-NAUDE
C LE ROUX
B KING
E HOONEBERG
H VORSTER**

TARGET DATE FOR IMPLEMENTATION :

1 AUGUST 2017

4.8

PROPOSED AMENDMENT TO CONTRACT NUMBER SC1644/2015: PROVISION OF BANKING SERVICES FOR A CONTRACT PERIOD ENDING 30 NOVEMBER 2017**(ITEM 11, PAGE 169 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

1. that it **be noted** that no representations were received from the local community or other stakeholders by the closing date of 22 May 2017 against the intention to amend contract SC1644/2015;
2. that **cognisance be taken** of the reasons for the proposed amendment of Contract SC1644/2015 for the provision of banking services for a contract period ending 30 November 2017, to be extended to 30 June 2019, in terms of the enabling provisions of Section 33 and Section 116(3) of the Local Government: Municipal Finance Management Act 2003 (Act 56 of 2003), and that the amendment **be consented to**; and
3. that the Municipal Manager be authorised to sign the contract.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****1 DECEMBER 2017**

4.9**AMENDMENT OF SUNDRY TARIFF LIST 2017/2018: Application for Departure (Building Lines) Tariff S72K2B****(ITEM 12, PAGE 201 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

that the tariff for Application for Departure (Building Lines) for Erven larger than 300m², be inserted on the list of tariffs and be approved for the budget year 2017/18, retrospectively from 1 July 2017:

S72K2B: Erven larger than 300 m²: R1 951.52 (Excl VAT) / R2 224.73 (Incl VAT)

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.10**SIGNED PERFORMANCE AGREEMENTS OF THE SECTION 54A AND 56 APPOINTEES FOR 2017/18****(ITEM 13, PAGE 203 : SPECIAL MAYORAL COMMITTEE MEETING : 27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

that the signed performance agreements of the Section 54A and 56 appointees for 2017/18 **be noted**.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****28 JULY 2017**

4.11

**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
FOURTH QUARTERLY REPORT: APRIL - JUNE 2017****(ITEM 14, PAGE 464 : SPECIAL MAYORAL COMMITTEE MEETING :
27 JULY 2017)****RECOMMENDATION TO THE COUNCIL:**

1. that the content of the report for the fourth quarter of the 2016/2017 financial year on the top level Service Delivery and Budget Implementation Plan **be noted**; and
2. that the amendments to the Departmental and Top layer SDBIP for the fourth quarter of the 2016/2017 financial year **be approved**.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**