



**SPECIAL MEETING OF THE MAYORAL
COMMITTEE**

**SPESIALE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO EKHETHEKILEYO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE

IMIZUZU

**DATE / DATUM / UMHLA : 22 JANUARY / JANUARIE /
JANYUWARI 2016**

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

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

TIME / TYD / IXESHA : 10:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF A SPECIAL MEETING OF THE MAYORAL COMMITTEE HELD IN THE BANQUETING HALL, CIVIC CENTRE, HERMANUS, ON 22 JANUARY 2016, AT 10:00

PRESENT/ TEENWOORDIG

Councillors were present as per attached attendance register.

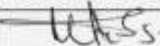

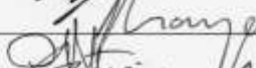

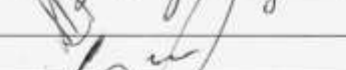

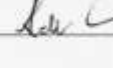


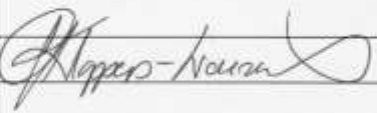
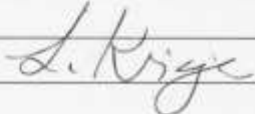

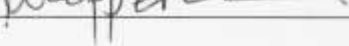

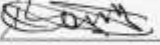
**OFFICIALS PRESENT/
AMPTENARE TEENWOORDIG**

Mr C Groenewald, Municipal Manager
Mr S Müller, Director : Infrastructure & Planning
Mr R Williams, Director: Community Services
Mr N Michaels, Director : Protection Services
Mr S Madikane, Director: LED
Ms D Arrison, Director : Management Services
Ms S Reyneke-Naude, Director : Finance
Mr H Blignaut, Deputy Director : Engineering
Services
Mr F Myburgh, Senior Manager : Gansbaai
Administration
Mr B King, Senior Manager : Financial Services
Mr B D'Oliveira, Accountant : Procurement
Ms R Louw, Senior Manager : Strategic Services
ICT
Ms R Steenekamp, PA : Director: Management
Services
Ms H van Tonder, Manager : Council Support
Services
Ms S Swart, Administrative Officer : Council
Support Services
Ms G Erasmus, Clerk: Auditorium

MINUTES/....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

SPECIAL MAYORAL COMMITTEE MEETING
22 JANUARY 2016

ALDERMAN/COUNCILLORS	SIGNATURE
ANDREWS, M	
APPELGREIN, P	
BEYERS-CRONJE, L	
BOTHA, D	
BOTHA-GUTHRIE, N	 N. Botha-Guthrie
BRICE, K	
COETSEE, A	
COETZEE, DP	
DE CONING, R	
DYANI M	
GXAMESI, S	
KLOPPERS-LOURENS J	
JANUARIE, JJS	
NQINATA, NNT	
KRIGE, L	
MACOTHA, VC	
MANDINDI, CQ	
MAY, P	
NDEVU, L	
OPPERMAN, M	
PIE, MT	
PONOANE, MV	
PRINS, A	
SAPEPA, NM	
SMITH, RJ	

1. OPENING

The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

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

None

**4.
SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2015/2016:
2nd QUARTER: 01 OCTOBER TO 31 DECEMBER 2015**

8/2/2

**C Le Roux
08 January 2016**

(028) 313 8107

Corporate Head Office

EXECUTIVE SUMMARY

In terms of Clause 6(3) of Council's Supply Chain Management Policy, the Municipal Manager must, within 10 business days of each quarter, submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor.

The report contains the following:

- a) awards made through the bid committee system in terms of delegated authority,
- b) deviations from and minor breaches of the Supply Chain Management Policy, respectively approved and ratified by the Accounting Officer in terms of Clause 36 of the Supply Chain Management Policy, dated 25 September 2008 as amended,
- c) the status of Objections and Complaints lodged in terms of Clause 49 of the Supply Chain Management Policy against the implementation of the supply chain management system, and
- d) the status of incidences of irregular expenditure identified to date.

RECOMMENDATION TO THE COUNCIL:

that **cognisance be taken** of the activities undertaken and outcomes achieved in the implementation of the Overstrand Municipality Supply Chain Management Policy for the 2nd Quarter of 2015/2016.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

5.
**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR NOVEMBER 2015**

8/2/2

C Le Roux

(028) 313 8080

Corporate Head Office

11 December 2015

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 November 2015.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for November 2015, **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 November 2015, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

**6.
MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR DECEMBER 2015**

8/2/2

**C Le Roux
08 January 2016**

(028) 313 8080

Corporate Head Office

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 December 2015.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for December 2015, **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 December 2015, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

**7.
QUARTERLY BUDGET REPORT FOR DECEMBER 2015**

5/1/17-2015/2016

B A King

14 January 2016

(028) 313 8154

Corporate Head Office

EXECUTIVE SUMMARY

Report prepared as part of the financial reporting obligations arising from section 52(d) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

RECOMMENDATION TO THE COUNCIL:

that the budget report for the quarter ended December 2015, 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

**8.
QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN
APPROVED BUDGET FOR DECEMBER 2015**

5/18/R

B A King

(028) 313 8154

Corporate Head Office

13 January 2016

EXECUTIVE SUMMARY

Report prepared as part of the financial reporting obligations arising from section 11(4) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

RECOMMENDATION TO THE COUNCIL:

that the consolidated quarterly report in respect of Bank Account Withdrawals not in terms of an Approved Budget for the quarter ended December 2015, **be noted**.

RESPONSIBLE OFFICIAL :

BA KING

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

**9.
MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR DECEMBER 2015**

5/15/1//2/1

BA King

(028) 3138154

Corporate Head Office

15 January 2016

EXECUTIVE SUMMARY

Report prepared as part of the reporting obligations arising from section 72 and 54(1)(f) of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

RECOMMENDATION TO THE COUNCIL:

that the Mid-Year Budget and Performance Assessment Report, **be noted**.

RESPONSIBLE OFFICIAL :

B KING

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

10.

REPORT ON THE PROPOSED 5th ADJUSTMENTS BUDGET FOR 2014/2015

5/1/16 – 2014/15

BA King

(028) 313 8154

Corporate Head Office

13 January 2016

EXECUTIVE SUMMARY

Report prepared in terms of section 28(2)(g) of the Local Government: Municipal Finance Management Act, 2003 (MFMA) to address the unauthorised expenditure amounting to R3 715 273 in an adjustments budget in respect of the 2014/2015 financial year.

RECOMMENDATION TO THE COUNCIL:

1. that, in terms of section 28(2)(g) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the 5th Adjustments Budget for 2014/2015 **be approved**, in order to address the unauthorised expenditure incurred, amounting to R3 715 273 in respect of Vote 1 – Council General (R1 311 496) and Vote 7 – Infrastructure & Planning (R2 403 777), as set out in the following schedules:

Schedule 1:	Budgeted financial performance (revenue & expenditure by municipal vote)
Schedule 2:	Budgeted financial performance (revenue by source & expenditure by type)
Schedule 3:	Budgeted multi-year capital appropriations by standard classification (vote) and associated funding by source
Schedule 4:	Budgeted financial position
Schedule 5:	Budgeted cash flow
Schedule 6:	Cash backed reserves and acc. surplus reconciliation
Schedule 7:	Asset management
Schedule 8:	Basic service delivery measurement

2. that the following schedules be noted:

Schedule 9:	Budgeted financial performance (revenue & expenditure by standard classification)
Schedule 10:	Budgeted capital appropriations by municipal vote

3. that the SDBIP be amended accordingly.

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

**11.
REVISED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
FOR 2014/15**

9/1/2/5

R Louw

(028) 313 8071

Corporate Head Office

13 January 2016

EXECUTIVE SUMMARY

The purpose of this report is to submit a revised Service Delivery and Budget Implementation Plan (SDBIP) for 2014/15 to Council for approval.

RECOMMENDATION TO THE COUNCIL:

1. that the revised SDBIP for 2014/15 **be approved**; and
2. that the revised SDBIP for 2014/15 **be made public**.

RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

27 JANUARY 2016

12.

**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
SECOND QUARTERLY REPORT: OCTOBER – DECEMBER 2015**

2/12/1/1

R Louw

(028) 313 8071

Corporate Head Office

14 December 2015

EXECUTIVE SUMMARY

The purpose of this report is to provide an executive summary of service delivery performance in terms of the top level SDBIP for the second quarter, 1 October 2015 to 31 December 2015.

RECOMMENDATION TO THE COUNCIL:

that the content of the report for the second quarter of the 2015/16 financial year on the top level Service Delivery and Budget Implementation Plan, **be noted**.

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

**13.
RAISING OF NEW EXTERNAL LOANS**

**5/15/1/2/1
B A King
15 January 2016**

(028) 3138154

Corporate Head Office

EXECUTIVE SUMMARY

Report on the tabling and approval of the loan agreement for the raising of external loans amounting to R90 000 000.

RECOMMENDATION TO THE COUNCIL:

1. that the loan agreement for the raising of the total external loans amounting to R90 000 000 (R30 000 000 per year) for the 2015/2016, 2016/2017 & 2017/2018 financial years be approved; and
2. that the Municipal Manager be authorised to sign the necessary agreements and documents for the above external loans.

RESPONSIBLE OFFICIAL:

B A KING

TARGET DATE FOR IMPLEMENTATION :

1 MARCH 2016

14.

APPLICATION FOR PERMISSION FOR THE USE OF NEW BOREHOLES FOR IRRIGATION PURPOSES BY THE HERMANUS GOLF CLUB

16/1/8

Hanré Blignaut

(028) 313 5047

Corporate Head Office

24 December 2015

EXECUTIVE SUMMARY

A Deed of Sale was entered into between Overstrand Municipality and the Hermanus Golf Club (HGC) on 6 December 2006 for the purchase of municipal property, remainder of erf 9935 Hermanus, by the HGC. One of the conditions of the Deed of Sale was that the HGC will not use any borehole water for irrigation purposes. Due to problems recently experienced with the quality of irrigation water, the HGC submitted an application to make use of borehole water for irrigation purposes. Council approved this application under specific conditions on 28 October 2015. Condition (b) however implied that only existing boreholes will be re-commissioned and used. On further investigation, following Council approval, HGC realized that the existing boreholes have been either covered or demolished during construction activities within the development, and cannot be found, and they subsequently requested that the wording of the Council approval of 28 October 2015 be amended to include the drilling of new boreholes. The purpose of this report is for Council to approve an amended wording to the Council resolution of 28 October 2015, to allow for the drilling of new boreholes for irrigation purposes, under the same conditions as previously approved.

RECOMMENDATION TO THE COUNCIL:

that condition (b) of the amended Clause 12.5 of the Deed of Sale between Overstrand Municipality and the Hermanus Golf Club, as approved by Council on 28 October 2015, be replaced by the following:

- “(b) The specific boreholes be identified by the Hermanus Golf Club and indicated to the municipality and the BGCMA”;

RESPONSIBLE OFFICIAL :**H BLIGNAUT****TARGET DATE FOR IMPLEMENTATION :****1 FEBRUARY 2016****TARGET DATE TO INFORM APPLICANT :****1 FEBRUARY 2016**

The meeting adjourned at 10:25

DATE

N BOTHA-GUTHRIE – EXECUTIVE MAYOR