



**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 : 29 JULY/JULIE/JULAYI 2015**

**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

**24 July / Julie / Julayi 2015**

### **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, 29 JULY 2015** 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, 29 JULIE 2015** 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, 29 JULAYI 2015** 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/EXECUTIVE DEPUTY MAYOR**

**4.  
ANNUAL STOCK TAKING FOR 2014/2015: MUNICIPAL STORES**

**6/1/2/5**

**R La Cock  
13 July 2015**

**(028) 313 8080**

**Corporate Head Office**

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**1. Executive Summary**

To inform Council of the annual stock-take conducted:

1. On Friday 26 June 2015 at:
  - a. Gansbaai store (08h30 to 13h00)
  - b. Kleinmond Store (13h45 to 16h30)
2. On Monday 29 June 2015 at:
  - a. Hermanus store: Electrical and Stationary stock (08h30 tot 16h30)
3. On Tuesday 30 June 2015 at:
  - a. Hermanus store: General stock (08h30 tot 16h30)

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorate Finance  
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)  
Overstrand Municipality Supply Chain Management Policy dated 25 May 2008,  
as amended.

**6. Background/Discussion/Evaluation/Conclusion**

**Background**

Stock taking is conducted annually at the end of the financial year. The results of the stock-take in respect of the administrations of Hermanus, Gansbaai and Hangklip-Kleinmond are dealt with in the report.

**Discussion**

1. **Stock values for the different administrations as at 30 June 2015**

		Store 'A'			Store 'G'	Store 'K'	Total
		Hermanus General Stock	Electrical Stock	Cartridges & Printing Paper Stock	Gansbaai Stock	Kleinmond Stock	
	Stock take date	30 June 2015	29 June 2015	29 June 2015	26 June 2015	26 June 2015	
1	Stock Value	1 359 155.03	3 049 786.09	535 940.66	825 964.26	485 483.17	6 256 329.21
2	Issues after stock take up to 30 June 2015	-1 330.98	-11 700.00	-2 813.38	- 1 772.59	-15 580.94	-31 425.30
3	Stock Deficit	-6 159.19	-2 070.38				-8 229.57
4	Stock Surplus	6 266.35	2 950.00				9 216.35
5	Stock to be written off	-	-377.50		-11 217.00		-11 594.50
7	Stock adjustments	645.84	-635.00			53.29	64.13
8	Final Closing Balance	1 358 577.05	3 037 953.21	533 127.28	812 974.67	469 955.52	6 212 587.73
9	Total Value of No Movement Stock	R 127,958.22	R 349,755.70	R 193,186.35	R 83,870.36	R 53,611.48	R808,382.11

**a. Store 'A' - Hermanus (General stock)**

- i. Stock value before adjustments **R1,359,155.03** on 30 June 2015 as per Annexure 'A'
- ii. Issues after stock take: **-R1 330.98**. Annexure 'B'.
- iii. Stock deficit: Discrepancies were investigated; receipts and issues were checked and all found to be in order. No explanation could be found for the deficit and it is recommended that the deficit of - **R6,159.19** be accounted against the appropriation account. Annexure 'C1'
- iv. Stock Surplus: Discrepancies were investigated; receipts and issues were checked and all found to be in order. No explanation could be found for the deficit and it is recommended that the surplus of **R6,266.35** be accounted against the appropriation account. Annexure 'C2'
- v. Stock to be written off: none
- vi. Adjustment of stock values for the previous financial year to the amount of **R645.84**.
- vii. The no movement stock must be kept in store to service and repair existing old infrastructure. The value of these stock items to the value of **R127,958.22** is included in the total stock value. Annexure 'D'

**b. Store 'A' – Hermanus (Electrical stock)**

- i. Stock value before adjustments **R3,049,786.09** on 30 June 2015 as per Annexure 'E'.
- ii. Issues after stock take: - **R11 700.00**. Annexure 'F'.
- iii. Stock deficit: Discrepancies were investigated; receipts and issues were checked and all found to be in order. No explanation could be

found for the deficit and it is recommended that the deficit of - **R2,070.38** be accounted against the appropriation account. Annexure 'G'

- iv. Stock Surplus: Discrepancies were investigated; receipts and issues were checked and all found to be in order. No explanation could be found for the deficit and it is recommended that the surplus of **R2,950.00** be accounted against the appropriation account. Annexure 'G'
- v. Stock to be written off: Electrical stock as per Annexure 'H' was declared redundant by the Senior Manager: Electro-Technical Services and it is recommended that the stock to the value of - **R377.58** be written off and accounted against the appropriation account. Annexure 'H'
- vi. Adjustment of stock values for the previous financial year to the amount of - **R635.00**.
- vii. The no movement stock as per Annexure 'I' must be kept in store to service and repair existing old infrastructure. Stock items to the value of **R349,755.70** is included in the total stock value.

**c. Store A - Hermanus (Cartridge and printing paper stock)**

- i. Stock value before adjustments **R535,940.66** on 30 June 2015 as per annexure 'J'
- ii. Issues after stock take: **-R2,813.38**. Annexure 'K'
- iii. Stock Deficit: none
- iv. Stock Surplus: none
- v. Stock to be written off: none
- vi. Adjustment of stock values: none
- vii. The no movement stock of **R193,186.35** as per Annexure 'L' must be kept in store as there are still printers that utilise these cartridges.

**d. Store G (Gansbaai store)**

- i. Stock value before adjustments **R825,964.26** on 30 June 2015 as per Annexure 'M'
- ii. Issues after stock take: **-R1,772.59**. Annexure 'N'
- iii. Stock Deficit: None
- iv. Stock Surplus: None
- v. Stock to be written off: Water stock as per Annexure 'O' was declared redundant by the Superintendent Water Distribution Services and it is recommended that the stock to the value of **R11,217.00** be written off and accounted against the appropriation account.

- vi. Adjustment of stock values for the previous financial year to the amount of - **R0.01**.
- vii. The no movement stock as per Annexure 'P' must be kept in store to service and repair existing old infrastructure. Stock items to the value of **R83,870.36** is included in the total stock value.

**e. Store K (Kleinmond Store)**

- i. Closing balance **R485,483.17** on 30 June 2015 as per Annexure 'Q'.
- ii. Issues after stock take: - **R15,580.94**. Annexure 'R'
- iii. Stock Deficit: None
- iv. Stock Surplus: None
- v. Stock to be written off: none
- vi. Adjustment of stock values for the previous financial year to the amount of **R53.29**.
- vii. The no movement stock as per Annexure 'S' must be kept in store to service and repair existing old infrastructure. Stock items to the value of **R53,611.48** is included in the total stock value.

**7. Financial Implications**

		Store A			Store G	Store K	Total
		Hermanus General Stock	Electrical Stock	Cartridges & Printing Paper Stock	Gansbaai Stock	Kleinmond Stock	
2	Stock Deficit	-6 159.19	-2 070.38				-8 229.57
3	Stock Surplus	6 266.35	2 950.00				9 216.35
4	Stock to be written off	-	-377.50		-11 217.00		-11 594.50
6	Stock adjustments	645.84	-635.00			53.29	64.13

It is recommended that the surplus stock be recognised and the redundant stock at the Store 'A' (Electrical Stock) and Store 'G' be written off as set out in the attached Annexures.

Cognisance should be taken that the necessary adjustments will be done in terms of GRAP policies and procedures. Adjustments in respect of 2014/2015 needs to be processed on stock system in the 2015/2016 financial year for stores 'A' and 'E'.

The total value of no movement stock will not be written off, but will be kept in stores as emergency stock in order to service old infrastructure still in operation.

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

- Annexure A: Hermanus: General store stock taking report  
Annexure B: Hermanus: General store issues after stock take up to 30 June 2015  
Annexure C: Hermanus: General store surplus and deficit  
Annexure D: Hermanus: General store No movement stock  
Annexure E: Hermanus: Electrical stock, stock taking report  
Annexure F: Hermanus: Electrical stock, issues after stock take up to 30 June 2015  
Annexure G: Hermanus: Electrical stock, surplus and deficit  
Annexure H: Hermanus: Electrical stock, stock to be written off  
Annexure I: Hermanus: Electrical stock no movement stock  
Annexure J: Hermanus: Cartridges & Printing Paper Stock, stock taking report  
Annexure K: Hermanus: Cartridges & Printing Paper Stock, issues after stock take up to 30 June 2015  
Annexure L: Hermanus: Cartridges & Printing Paper Stock no movement stock  
Annexure M: Gansbaai Store stock taking report  
Annexure N: Gansbaai Store stock taking report issues after stock take up to 30 June 2015  
Annexure O: Gansbaai Store stock to be written off  
Annexure P: Gansbaai Store no movement stock  
Annexure Q: Kleinmond Store stock taking report  
Annexure R: Kleinmond Store issues after stock take up to 30 June 2015  
Annexure S: Kleinmond Store no movement stock  
Annexure T: Total Store transactions processed for the 2014/2015 financial year

**RECOMMENDATION TO THE COUNCIL:**

1. that the surplus stock be accounted against the appropriate vote numbers;
2. that the redundant stock at Hermanus Store (electrical stock) and Gansbaai Store (water stock) be written off; and
3. that the stock as recorded on 30 June 2015 be taken as the starting balance of the 2015/2016 stock register.

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

A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	0	G0101E05	SPLIT METER: BEC 44 PL (Part N	EACH	N	0	-	0	0
A	A0001	61O004	OIL: DIESEL SAE 30 (API-CD/SF	LITER	N	189	4 719.69	189	0
A	A0002	61O001	OIL: 15-W40 MIXED FLEET ENGIN	LITER	N	201	5 524.34	201	0
A	A0003	61O005	OIL: HYDRAULIC 46	LITER	N	101	2 440.92	101	0
A	A0004	61O002	OIL: 80W90 TM AUTOMOTIVE GEAR	LITER	N	162	4 041.91	162	0
A	A0005	61G002	GREASE: MULTIS EP2 / 15KG	EACH	N	6	3 456.06	6	0
A	A0006	61O006	OIL: CATERPILLAR GEAR SAE 50	LITER	N	80	2 175.44	80	0
A	A0007	61P002	PENETRATING OIL (400 ML)	EACH	N	45	2 292.75	45	0
A	A0008	61O007	OIL: SPECIAL TWO STROKE OIL (W	EACH	N	44	1 281.03	44	0
A	A0009	61B001	BRAKE FLUID:DOT 4 SAE J1703. I	EACH	N	44	1 282.12	44	0
A	A0010	80P002	POLY ELECTROLYTE SEP G36 / 25K	EACH	N	12	12 288.00	12	0
A	B0001	42K001	KITCHEN TOWELS: 24X60 SHT(2 PL	EACH	N	721	5 904.82	721	0
A	B0002	43F002	FORK: 6 PRONG	EACH	N	0	-	0	0
A	B0003	43R001	RAKE: ROAD 16T, WOOD SHAFT HEA	EACH	N	6	1 582.00	6	0
A	B0004	21L001	LUBRICANT FOR PERISTALTIC DOSI	EACH	N	0	-	0	0
A	B0005	21H001	HOSE: 40MM NBR FLEXIBLE WITH Q	EACH	N	8	37 438.41	8	0
A	B0006	43S002	SHOVEL: SQUARE MOUTH (ALL STEE	EACH	N	0	-	0	0
A	B0007	43F001	FORK: 4 PRONG	EACH	N	2	270.00	2	0
A	B0008	43S003	SPADE: No.2 DIGGING (ALL STEEL	EACH	N	0	-	0	0
A	B0009	43S001	SHOVEL: ROUND NOSE	EACH	N	8	1 216.00	8	0
A	B0010	43B100	BROOM: 25CM DECK SCRUB	EACH	N	9	410.85	9	0
A	B0011	43R002	RAKE: 16T STEEL GARDEN	EACH	N	0	-	0	0
A	B0012	43R003	RAKE: FAN PLASTIC + HANDLE (MA	EACH	N	3	64.01	3	0
A	B0013	43R004	RAKE: RUBBER	EACH	N	20	828.05	20	0
A	B0014	43M100	MOP: 300G JUMBO ROUND/METAL SOC	EACH	N	23	713.00	23	0
A	B0015	43B102	BROOM: 30CM HOUSEHOLD ( CODE 4	EACH	N	46	1 333.94	46	0
A	B0016	43B101	BROOM: 30CM GUTTER (CODE 48001	EACH	N	38	1 900.00	38	0
A	B0017	43B004	BLADES: 900MM BOWSAW	EACH	N	5	153.90	8	3
A	B0018	43B200	BOWSAW: 530MM	EACH	N	5	358.48	5	0
A	B0019	43B003	BLADES: 600MM BOWSAW	EACH	N	28	363.75	28	0
A	B0020	43B001	BLADES: 24T HACKSAW	EACH	N	15	283.37	15	0
A	B0021	43D002	CUTTING DISC:230MM (STEEL)	EACH	N	29	507.50	29	0
A	B0022	43D100	GRINDING DISC:115MM (STEEL)	EACH	N	2	21.90	2	0
A	B0023	43D001	CUTTING DISC:115X1.6X22MM STEE	EACH	N	0	-	0	0
A	B0024	43D003	CUTTING DISC:230X3X22.3MM STON	EACH	N	11	257.83	11	0
A	B0025	43B002	BLADES: 630MM BOWSAW	EACH	N	14	286.00	14	0
A	B0026	43H001	HANDLE: HAMMER (900MM)	EACH	N	9	115.50	9	0
A	B0027	43H100	HEX MOIL: 32MMX160MMX450MM	EACH	N	4	800.00	4	0
A	B0028	43M001	MATTOCK HEADS	EACH	N	16	2 642.89	16	0
A	B0029	43H200	HOE HEAD: AGRICULTURAL SUNKEN	EACH	N	5	259.30	5	0
A	B0030	43H003	HOE HANDLE	EACH	N	8	276.99	8	0
A	B0031	43R100	REFUSE SHEETS P V C(2MX2MX550G	EACH	N	5	2 750.00	5	0
A	B0032	43P100	PICK HEAD CND	EACH	N	16	3 440.00	16	0
A	B0033	43H002	HANDLE: PICK 1ST GRADE VARNISH	EACH	N	0	-	0	0
A	B0034	44B002	BATTERY: TYPE AA PENLIGHT LR6	PACKET	N	65	2 355.27	65	0
A	B0035	44B005	BATTERY: TYPE D TORCH (PER PKT	PKT	N	8	380.40	8	0
A	B0036	42T002	TOILET PAPER (TWINSAVER AS PER	EACH	N	6336	18 822.94	6336	0
A	B0037	50C001	CONTI SUITS:ORANGE 65/35 (FULL	EACH	N	17	1 849.31	17	0
A	B0038	52M002	MASK: DISPOSABLE 3M(#8810)SABS	BOX	N	4	332.52	4	0
A	B0039	50R002	RAIN TROUSER	EACH	N	5	187.80	5	0
A	B0040	52M001	MASK: WELDING RESPIRATOR (#992	EACH	N	19	2 033.00	20	1
A	B0041	52F002	VISOR FOR FACE SHIELDS (CLEAR)	EACH	N	28	620.02	28	0
A	B0042	51S002	SAFETY SPECS:CLEAR EURO(2-1.2)	EACH	N	78	819.00	78	0
A	B0043	52F001	FACE SHIELD:CLEAR (COMPLETE UN	EACH	N	0	-	0	0
A	B0044	50C002	CONTI SUITS:65/35 ROYAL BLUE W	EACH	N	9	1 440.54	6	-3
A	B0045	51S001	SAFETY BOOTS (BLACK)	PAIR	N	0	-	0	0
A	B0046	50R001	RAIN SUITS: NAVY UNLINED RUBBE	EACH	N	7	580.93	7	0
A	B0047	50R003	RAIN SUITS: FLUORESCENT LIME/R	EACH	N	7	719.59	7	0
A	B0048	50RSML	RAIN SUITS: SMALL - NAVY WITH	EACH	N	4	1 502.06	4	0
A	B0049	50RMED	RAIN SUITS: MEDIUM - NAVY WITH	EACH	N	7	2 388.93	7	0

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## A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	B0050	50RLAR	RAIN SUITS: LARGE - NAVY WITH	EACH	N	6	2 037.00	6	0
A	B0051	50RXLA	RAIN SUITS: X-LARGE - NAVY WIT	EACH	N	14	5 431.30	14	0
A	B0052	50R2XL	RAIN SUITS: 2-XL - NAVY WITH R	EACH	N	16	6 261.44	16	0
A	B0053	50R3XL	RAIN SUITS: 3-XL - NAVY WITH R	EACH	N	19	8 758.43	19	0
A	B0054	11V205	VALVES:150MM FLANGED HANDWHEEL	EACH	N	4	11 928.12	4	0
A	B0055	51GS004	GENTS SAFETY SHOES: SIZE 4	PAIR	N	8	1 712.00	8	0
A	B0056	51GS005	GENTS SAFETY SHOES: SIZE 5	PAIR	N	3	642.00	3	0
A	B0057	51GS006	GENTS SAFETY SHOES: SIZE 6	PAIR	N	0	-	0	0
A	B0058	51GS007	GENTS SAFETY SHOES: SIZE 7	PAIR	N	1	214.00	1	0
A	B0059	51GS008	GENTS SAFETY SHOES: SIZE 8	PAIR	N	0	-	0	0
A	B0060	51GS009	GENTS SAFETY SHOES: SIZE 9	PAIR	N	0	-	0	0
A	B0061	51GS010	GENTS SAFETY SHOES: SIZE 10	PAIR	N	0	-	0	0
A	B0062	51GS011	GENTS SAFETY SHOES: SIZE 11	PAIR	N	12	2 560.55	12	0
A	B0063	51GS012	GENTS SAFETY SHOES: SIZE 12	PAIR	N	11	2 340.65	11	0
A	B0064	51S100	LADIES SAFETY SHOES	PAIR	N	14	3 696.00	14	0
A	B0065	52G004	GLOVES: PVC KNIT CUFF(M/W)	PAIR	N	223	3 451.81	219	-4
A	B0066	52G003	GLOVES: CRAYFISH	PAIR	N	323	3 823.07	323	0
A	B0067	51S004	SAFETY BOOTS: SIZE 4 BLACK	PAIR	N	10	2 059.93	10	0
A	B0068	51S005	SAFETY BOOTS: SIZE 5 BLACK	PAIR	N	1	206.00	1	0
A	B0069	51S006	SAFETY BOOTS: SIZE 6 BLACK	PAIR	N	5	1 119.83	5	0
A	B0070	51S007	SAFETY BOOTS: SIZE 7 BLACK	PAIR	N	3	629.06	3	0
A	B0071	51S008	SAFETY BOOTS: SIZE 8 BLACK	PAIR	N	8	1 796.00	8	0
A	B0072	51S009	SAFETY BOOTS: SIZE 9 BLACK	PAIR	N	6	1 334.67	6	0
A	B0073	51S010	SAFETY BOOTS: SIZE 10 BLACK	PAIR	N	10	2 211.37	10	0
A	B0074	51S011	SAFETY BOOTS: SIZE 11 BLACK	PAIR	N	2	412.00	2	0
A	B0075	51S012	SAFETY BOOTS: SIZE 12 BLACK	PAIR	N	3	654.96	3	0
A	B0076	51G010	GUMBOOTS	PAIR	N	23	1 572.97	23	0
A	B0077	50C032	CONTI SUIT: SIZE 32-100% COTTO	EACH	N	15	4 565.56	15	0
A	B0078	50C034	CONTI SUIT: SIZE 34-100% COTTO	EACH	N	5	1 553.10	5	0
A	B0079	50C036	CONTI SUIT: SIZE 36-100% COTTO	EACH	N	27	7 914.89	27	0
A	B0080	50C038	CONTI SUIT: SIZE 38-100% COTTO	EACH	N	37	11 250.57	37	0
A	B0081	50C040	CONTI SUIT: SIZE 40-100% COTTO	EACH	N	80	25 146.48	80	0
A	B0082	50C042	CONTI SUIT: SIZE 42-100% COTTO	EACH	N	88	27 690.74	88	0
A	B0083	50C044	CONTI SUIT: SIZE 44-100% COTTO	EACH	N	65	20 423.48	65	0
A	B0084	50C046	CONTI SUIT: SIZE 46-100% COTTO	EACH	N	70	21 743.16	70	0
A	B0085	50C048	CONTI SUIT: SIZE 48-100% COTTO	EACH	N	70	21 932.36	70	0
A	B0086	50C050	CONTI SUIT: SIZE 50-100% COTTO	EACH	N	20	6 590.00	20	0
A	B0087	50C052	CONTI SUIT: SIZE 52-100% COTTO	EACH	N	24	8 628.00	24	0
A	B0088	50C054	CONTI SUIT: SIZE 54-100% COTTO	EACH	N	38	14 801.00	38	0
A	B0089	50C056	CONTI SUIT: SIZE 56-100% COTTO	EACH	N	7	2 873.50	7	0
A	B0090	50C058	CONTI SUIT: SIZE 58-100% COTTO	EACH	N	6	2 643.00	6	0
A	B0091	50C060	CONTI SUIT: SIZE 60-100% COTTO	EACH	N	5	2 352.50	5	0
A	B0092	52G002	GLOVES: 40CM SHOULDER LENGTH	PAIR	N	0	-	0	0
A	B0093	52G001	GLOVES: 20CM HEAVY WEIGHT (412	PAIR	N	17	487.42	17	0
A	C0001	40U001	URINAL TABLETS /5KG	EACH	N	8	1 562.75	8	0
A	C0002	41B001	BLACK BAGS (750X950X40)	EACH	N	8550	4 489.59	8550	0
A	C0003	43B300	SCRUBBING BRUSH: S-SHAPED WOOD	EACH	N	28	343.31	28	0
A	C0004	43B301	TOILET BRUSH: CURVED PIPE	EACH	N	20	396.74	20	0
A	C0005	43B400	BUCKETS: 10L PLASTIC	EACH	N	22	420.97	22	0
A	D0001	42C002	CENTRE FEED PAPER TOWEL ROLLS:	ROLL	N	7	809.03	7	0
A	D0002	41R001	RECYCLE BAGS:750X950X25	EACH	N	63000	26 725.20	63000	0
A	D0003	42T001	TIDY INTERFOLD(CODE 0315)	BOX	N	13	4 110.13	13	0
A	D0004	43T001	BARRIER TAPE: 75MMX500MX50MIC	EACH	N	0	-	0	0
A	D0005	63T100	NYLON TRIMMER LINE: 2.4MM X 2.	ROLL	N	9	3 231.25	9	0
A	D0006	52G005	GLOVES: LATEX EXAMINATION GLOV	BOX	N	208	14 329.73	208	0
A	D0007	40B001	BLACK DIP (JEYES) / 5L	EACH	N	106	3 623.48	106	0
A	D0008	40D001	DEO BLOCKS:LARGE-AIR FRESHENER	EACH	N	13	2 496.74	13	0
A	D0009	40R001	RAGS (100% COTTON)	KG	N	5	75.93	5	0
A	D0010	63S001	SPARK PLUG: J8C	EACH	N	24	815.44	24	0
A	D0011	63W001	WELDING RODS VITAMAX (2.5 & 3.	KG	N	0	-	0	0

A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	D0012	63B001	BATTERY TERMINAL	EACH	N	40	1 015.38	40	0
A	D0013	04T001	INSULATION TAPE: BLACK (#33+)	EACH	N	1	68.95	1	0
A	D0014	10B106	BALL VALVES: 80MM FXF (3")	EACH	N	5	2 856.50	5	0
A	D0015	63S002	STRAINER: 40MM BRASS FxF	EACH	N	1	616.29	1	0
A	D0016	63SP001	SPARK PLUG: CJ8 FOR BRUSHCUTTE	EACH	N	39	1 163.17	45	6
A	D0017	63SP002	SPARK PLUG: N9YC FOR KUDU	EACH	N	34	593.17	28	-6
A	D0018	60B006	BLADE KIT: KUDU FOR KUDU 750	EACH	N	0	-	0	0
A	D0019	63T001	DIGGER TIPS WITH TIPS & RETAIN	EACH	N	0	-	0	0
A	D0020	60B002	BLADE KIT: COASTER 625 + BUSH	EACH	N	19	1 273.52	19	0
A	D0021	63T002	GRADER TIPS	EACH	N	5	238.36	5	0
A	D0022	40A001	ALL PURPOSE CLEANER / 5L	EACH	N	165	7 169.12	165	0
A	E0001	40H001	HAND CLEANER GRIT / 500ML	EACH	N	55	1 008.56	55	0
A	E0002	40Z001	MULTI-PURPOSE DEGREASER EXTRA	EACH	N	0	-	0	0
A	E0003	40H002	LIQUID HANDSOAP / 5L	EACH	N	22	839.30	22	0
A	E0004	40W001	AUTOMOTIVE WASH & WAX / 5L	EACH	N	0	-	0	0
A	E0005	40F001	FLOOR POLISH (LIQUID) / 5L	EACH	N	0	-	0	0
A	E0006	40B002	BLEACH / 5L	EACH	N	114	2 453.28	114	0
A	E0007	40D004	DISINFECTANT: PINE OIL-BASED (	EACH	N	465	10 096.80	465	0
A	E0008	40H003	HANDY ANDY / 5L	EACH	N	140	3 697.40	140	0
A	E0009	40D005	DRAIN CLEANER / 5L	EACH	N	7	363.07	7	0
A	E0010	10W0015	WATERMETER: 15MM WATER MANAGEM	EACH	N	24	27 864.00	24	0
A	E0011	60B004	BLADE KIT: BUSHCUTTER 10X100X4	EACH	N	26	10 184.37	22	-4
A	E0012	60B009	FALCON SKIDLINER KIT: F80/150	EACH	N	6	1 127.92	6	0
A	E0013	10W011	WATERMETER: 50MM BULK (DUAL DR	EACH	N	2	4 219.01	2	0
A	E0014	10W012	WATERMETER: 80MM HELIX 4000 (#	EACH	N	3	6 866.05	3	0
A	E0015	10W013	WATERMETER:100MM HELIX 4000	EACH	N	4	9 862.68	4	0
A	E0016	10W014	WATERMETER:100MM COMBINATION W	EACH	N	2	16 840.40	2	0
A	E0017	10W101	WATERMETER: 80MM COMBINATION W	EACH	N	1	7 049.00	1	0
A	E0018	10W100	WATERMETER: 50MM COMBINATION W	EACH	N	1	6 466.00	1	0
A	E0019	60B001	BLADE KIT: BLOWER MOWER (Part	EACH	N	8	1 936.64	8	0
A	E0020	60S001	REAPERS SKIDLINERS (H0433) + B	EACH	N	6	2 134.25	6	0
A	E0021	60B003	BLADE KIT: FALCON BANANA (Part	EACH	N	12	3 635.16	12	0
A	E0022	40D003	DISINFECTANT: LAVENDER (SUPL05	EACH	N	400	8 608.00	398	-2
A	E0023	40D002	DISHWASHER (EXTRA CONCENTRATED	EACH	N	77	2 566.41	77	0
A	F0001	11C307	UNIVERSAL COUPLING:200MM PVC/1	EACH	N	5	1 817.33	5	0
A	F0002	11C308	UNIVERSAL COUPLING:250MM PVC/2	EACH	N	3	2 482.09	3	0
A	F0003	11C309	UNIVERSAL COUPLING:315MM PVC/3	EACH	N	0	-	0	0
A	F0004	11C306	UNIVERSAL COUPLING:160MM PVC/1	EACH	N	3	761.79	3	0
A	F0005	11C305	UNIVERSAL COUPLING:110MM PVC/1	EACH	N	7	1 193.92	7	0
A	F0006	11C304	UNIVERSAL COUPLING: 90MM PVC (	EACH	N	2	302.48	2	0
A	F0007	11C302	UNIVERSAL COUPLING: 75MM PVC (	EACH	N	9	1 200.96	9	0
A	F0008	11C301	UNIVERSAL COUPLING: 63MM PVC/5	EACH	N	16	1 895.68	16	0
A	F0009	62B001	MAIN BROOM (DULEVO 200)	EACH	N	1	5 150.00	1	0
A	F0010	62B002	SIDE BRUSH (DULEVO 200/250)	EACH	N	3	13 047.66	3	0
A	F0011	11C103	COUPLING:125MM SHORT COLLAR	EACH	N	25	3 590.34	25	0
A	F0012	11C207	COUPLING:200MM V.J / RANGER	EACH	N	2	392.90	2	0
A	F0013	11S013	SADDLE:225MMX22MM C/I COD	EACH	N	4	656.80	4	0
A	F0014	11S015	SADDLE:300MMX22MM C/I COD	EACH	N	2	224.77	2	0
A	F0015	11C209	COUPLING:300MM V.J	EACH	N	2	1 194.67	2	0
A	F0016	11B101	BENDS:200X90DEG CL16	EACH	N	2	894.00	2	0
A	F0017	11S401	STOP ENDS: 75MM GMS-AC	EACH	N	0	-	0	0
A	F0018	11S402	STOP ENDS:100MM GMS-AC	EACH	N	5	474.05	5	0
A	F0019	11S404	STOP ENDS:150MM C/I/F/M THREAD	EACH	N	1	200.79	1	0
A	F0020	11S405	STOP ENDS:225MM C/I	EACH	N	11	2 406.15	11	0
A	F0021	11B012	BENDS:150X11.25DEG (C/I)	EACH	N	2	818.00	2	0
A	F0022	11B006	BENDS: 75X45DEG (C/I)	EACH	N	6	1 365.61	6	0
A	F0023	11B013	BENDS:150X45DEG (C/I)	EACH	N	1	86.14	1	0
A	F0024	11B010	BENDS:125X45DEG (C/I)	EACH	N	1	125.00	1	0
A	F0025	11B004	BENDS: 75X11.25DEG (C/I)	EACH	N	2	162.96	2	0
A	F0026	11B009	BENDS:100X90DEG (C/I)	EACH	N	0	-	0	0

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## A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	F0027	11A010	ADAPTOR:300MM CL12 PVC/AC	EACH	N	4	3 102.94	4	0
A	F0028	11T101	TEES: 60MMX63MM (AC/PVC)	EACH	N	17	2 065.50	17	0
A	F0029	11R001	REDUCER:100MMX75MM C/I	EACH	N	1	520.00	1	0
A	F0030	11T204	TEES:100MMX50MM	EACH	N	1	292.89	1	0
A	F0031	11T203	TEES:100MMX100MM C/I	EACH	N	2	1 008.14	2	0
A	F0032	11C410	CROSS:225X 75MM C/I	EACH	N	1	28.59	1	0
A	F0033	11C408	CROSS:150X150MM C/I	EACH	N	5	2 975.00	5	0
A	F0034	11T208	TEES:150MMX75MM	EACH	N	4	940.00	4	0
A	F0035	11T205	TEES:100MMX75MM	EACH	N	2	371.42	2	0
A	F0036	11T202	TEES: 75MMX75MM (C/I)	EACH	N	2	902.90	2	0
A	F0037	11T206	TEES:150MMX100MM C/I	EACH	N	2	1 718.00	2	0
A	F0038	11A009	ADAPTOR:250MM CL12 PVC/AC	EACH	N	6	5 322.06	6	0
A	F0039	11R208	REPAIR CLAMP:300MM AC (342-356)	EACH	N	1	1 015.75	1	0
A	F0040	20B001	BENDS: 63MMX11.25 PVC CLASS 6	EACH	N	13	208.87	13	0
A	F0041	20B002	BENDS: 63MMX22.5 PVC CL 6	EACH	N	7	107.54	7	0
A	F0042	20B003	BENDS: 63MMX45 PVC CL6 SWELD	EACH	N	16	248.80	16	0
A	F0043	20B004	BENDS: 63MMX90 PVC CL6 (SWELD)	EACH	N	8	124.40	8	0
A	F0044	11H300	HYDRANT VALVES: CAP TOP (MULTI)	EACH	N	5	5 598.55	5	0
A	F0045	11F002	FLANGE ADAPTOR: 75MM PVC (72-8)	EACH	N	1	145.09	1	0
A	F0046	11F003	FLANGE ADAPTOR:100MM AC/110MM	EACH	N	4	781.12	4	0
A	F0047	11F005	FLANGE ADAPTOR:225MM AC/250MM	EACH	N	4	1 626.61	4	0
A	F0048	11C409	CROSS:150X 75MM C/I	EACH	N	1	42.07	1	0
A	F0049	11C403	CROSS:100X100MM C/I	EACH	N	1	212.00	1	0
A	F0050	11C405	CROSS:100X 75MM C/I	EACH	N	1	25.84	1	0
A	F0051	11C404	CROSS:100X150MM C/I	EACH	N	1	115.31	1	0
A	F0052	11F001	FLANGE ADAPTOR: 50MM AC/63MM P	EACH	N	3	343.17	3	0
A	F0053	11H003	HYDRANT TEES: 150MM-TABLE D (C	EACH	N	3	2 707.32	4	1
A	F0054	11H004	HYDRANT TEES: 225MM TABLE D (C	EACH	N	2	952.54	2	0
A	F0055	11A008	ADAPTOR:200MM CL12 PVC/AC	EACH	N	6	5 322.06	6	0
A	F0056	11B100	BENDS:160MMX45 PVC CL12	EACH	N	4	1 160.08	4	0
A	F0057	20B013	BENDS:110MMX90 CL12 UPVC ZBE	EACH	N	5	701.70	5	0
A	F0058	11F004	FLANGE ADAPTOR:150MM AC/160MM	EACH	N	5	2 365.92	5	0
A	F0059	11H002	HYDRANT TEES: 100MM TABLE D (C	EACH	N	3	989.49	3	0
A	F0060	11B007	BENDS: 75X90DEG C/I	EACH	N	7	771.30	7	0
A	F0061	11B005	BENDS: 75X22.5DEG (C/I)	EACH	N	3	106.83	3	0
A	F0062	11B008	BENDS:100X22.5DEG (C/I)	EACH	N	1	173.00	1	0
A	F0063	11R209	REPAIR CLAMP:350MM AC (420-439)	EACH	N	2	3 589.29	2	0
A	F0064	11B011	BENDS:125X90DEG (C/I)	EACH	N	2	1 030.00	2	0
A	F0065	11C213	COUPLING:177X200 V.J STEPPED(F	EACH	N	2	1 946.00	2	0
A	F0066	11T207	TEES:150MMX150MM C/I	EACH	N	2	1 497.69	2	0
A	F0067	11C401	CROSS: 75X 75MM C/I	EACH	N	3	10.35	3	0
A	F0068	11H001	HYDRANT TEES: 75MM-TABLE D (C	EACH	N	3	848.79	3	0
A	G0001	11S003	SADDLE: 75MMX28MM C/I COD	EACH	N	6	368.80	6	0
A	G0002	11S009	SADDLE:150MMX22MM C/I COD	EACH	N	8	802.43	8	0
A	G0003	11S012	SADDLE:200MMX22MM C/I COD	EACH	N	7	662.71	7	0
A	G0004	11S007	SADDLE:100MMX42MM C/I COD	EACH	N	2	192.22	2	0
A	G0005	11S011	SADDLE:150MMX42MM C/I COD	EACH	N	7	742.46	7	0
A	G0006	11S010	SADDLE:150MMX28MM C/I COD	EACH	N	4	362.88	4	0
A	G0007	11S100	SADDLE: 75MMX22MM AC/PVC	EACH	N	0	-	0	0
A	G0008	11S101	SADDLE:110MMX22MM AC/PVC	EACH	N	0	-	0	0
A	G0009	11S102	SADDLE:160MMX42MM AC/PVC	EACH	N	2	193.66	2	0
A	G0010	11V003	VALVES:100MM PLAIN ENDED(U/G)	EACH	N	3	4 759.56	3	0
A	G0011	11V001	VALVES: 50MM PLAIN ENDED(U/G)	EACH	N	0	-	0	0
A	G0012	11V002	VALVES: 75MM PLAIN ENDED(U/G)	EACH	N	0	-	0	0
A	G0013	11V304	VALVES:110 FLANGED (CAP-TOP &	EACH	N	1	1 445.10	1	0
A	G0014	11S005	SADDLE:100MMX22MM C/I COD	EACH	N	11	861.08	11	0
A	G0015	11S002	SADDLE: 75MMX22MM C/I COD	EACH	N	9	594.54	10	1
A	G0016	11S001	SADDLE: 50MMX22MM C/I COD	EACH	N	11	492.09	11	0
A	G0017	11S201	SADDLE: 63MMX22MM PLASSON	EACH	N	6	102.00	7	1
A	G0018	11S204	SADDLE:110MMX22MM PLASSON	EACH	N	9	279.00	9	0

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## A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	G0019	11S202	SADDLE: 75MMX22MM PLASSON	EACH	N	2	42.48	1	-1
A	G0020	11S006	SADDLE: 100MMX32MM C/I COD	EACH	N	5	458.30	4	-1
A	G0021	11S004	SADDLE: 75MMX32MM C/I COD	EACH	N	7	381.01	7	0
A	G0022	11C102	COUPLING: 100MM SHORT COLLAR	EACH	N	19	2 689.17	18	-1
A	G0023	11C104	COUPLING: 150MM SHORT COLLAR	EACH	N	6	1 463.88	8	2
A	G0024	11V007	VALVES: 150MM PLAIN ENDED(U/G)	EACH	N	2	5 385.52	2	0
A	G0025	11C101	COUPLING: 75MM SHORT COLLAR	EACH	N	17	1 853.09	13	-4
A	G0026	11C100	COUPLING: 50MM SHORT COLLAR	EACH	N	21	1 928.92	19	-2
A	G0027	11C107	COUPLING: 250MM SHORT COLLAR	EACH	N	7	3 433.99	7	0
A	G0028	11C105	COUPLING: 200MM SHORT COLLAR	EACH	N	15	5 863.00	15	0
A	G0029	11V104	VALVES: 110MM SOCKETED FB EPOXY	EACH	N	4	3 907.08	4	0
A	G0030	11C106	COUPLING: 225MM SHORT COLLAR	EACH	N	8	2 865.84	8	0
A	G0031	10P001	PIPE: 15MMX5.5M COPPER CL2 (JA	EACH	N	17	4 442.95	17	0
A	G0032	10P002	PIPE: 22MMX5.5M COPPER CL2 (JA	EACH	N	15	5 861.85	15	0
A	H0001	11R101	REDUCER BUSH: 42 X 22MM	EACH	N	11	87.29	11	0
A	H0002	11R100	REDUCER BUSH: 32 X 25MM	EACH	N	8	56.64	8	0
A	H0003	10F001	FERRULES: 25MM F/M	EACH	N	18	1 962.00	18	0
A	H0004	10C022	COUPLING: 50MM PLASSON (HDPE C	EACH	N	9	340.65	9	0
A	H0005	10A010	ADAPTOR: 50X40MM MALE PLASSON	EACH	N	7	156.91	7	0
A	H0006	20S104	STOP ENDS: 160MM PVC CL34	EACH	N	2	36.00	2	0
A	H0007	20S100	STOP ENDS: 63MM PVC CL6	EACH	N	28	168.00	28	0
A	H0008	20S001	SOCKET: 63MM CL6 PVC(SOLVENT W	EACH	N	17	78.56	17	0
A	H0009	20S103	STOP ENDS: 110MM PVC CL34	EACH	N	0	-	0	0
A	H0010	20S101	STOP ENDS: 75MM PVC CL6	EACH	N	33	472.73	33	0
A	H0011	20S002	SOCKET: 75MM CL6 PVC (SOLVENT	EACH	N	15	108.00	15	0
A	H0012	20B010	BENDS: 90MMX90 PVC CLASS 6	EACH	N	6	175.73	6	0
A	H0013	11D001	DENSO PASTE (500G)	EACH	N	45	1 125.00	45	0
A	H0014	20S102	STOP ENDS: 90MM PVC CL6	EACH	N	8	151.48	8	0
A	H0015	20P100	PVC WELD (500ML)	EACH	N	10	820.20	10	0
A	H0016	20S003	SOCKET: 90MM CL6 PVC (SOLVENT	EACH	N	6	83.96	6	0
A	H0017	11D002	DENSO TAPE (100MM)	EACH	N	5	239.05	5	0
A	H0018	10T400	THREAD TAPE	EACH	N	247	469.30	248	1
A	H0019	20B008	BENDS: 90MMX22.5 PVC CLASS 6	EACH	N	8	148.30	8	0
A	H0020	20B007	BENDS: 75MMX90 PVC CLASS 6	EACH	N	20	439.32	20	0
A	H0021	20B006	BENDS: 75MMX45 PVC CL6	EACH	N	16	370.24	16	0
A	H0022	20B005	BENDS: 75MMX22.5 PVC CLASS 6	EACH	N	16	372.82	16	0
A	I0001	11A007	ADAPTOR: 160MM CL12 PVC/AC	EACH	N	17	1 825.56	17	0
A	I0002	10E007	ELBOW: 20MM MALE (C.M.I)(JASWI	EACH	N	92	2 274.24	92	0
A	I0003	10E004	ELBOW: 15MM WALL-PLATE (C.F.I)	EACH	N	35	1 014.76	35	0
A	I0004	10E002	ELBOW: 15MM FEMALE (C.F.I)(JAS	EACH	N	29	445.44	29	0
A	I0005	10E001	ELBOW: 15MM C/C (JASWIC ACCEPT	EACH	N	51	877.59	51	0
A	I0006	10E003	ELBOW: 15MM MALE (C.M.I)(JASWI	EACH	N	39	632.97	31	-8
A	I0007	10T240	TAPS: 15MM HOSE BIBCOCK (PLAST	EACH	N	54	2 165.94	54	0
A	I0008	10E012	ELBOW: 28MM MALE (C.M.I)(JASWI	EACH	N	17	1 046.69	17	0
A	I0009	10E010	ELBOW: 28MM CXC (JASWIC ACCEPT	EACH	N	14	893.20	14	0
A	I0010	10E011	ELBOW: 28MM FEMALE (C.F.I)(JAS	EACH	N	18	1 173.06	20	2
A	I0011	10E008	ELBOW: 20MM WALL PLATE (C.F.I)	EACH	N	16	605.92	16	0
A	I0012	10E006	ELBOW: 20MM FEMALE (C.F.I)(JAS	EACH	N	60	1 685.40	60	0
A	I0013	10E005	ELBOW: 20MM CXC (JASWIC ACCEPT	EACH	N	134	3 761.11	134	0
A	I0014	10T330	TEES: 15X15X20MM REDUCING (JAS	EACH	N	6	221.10	6	0
A	I0015	10T300	TEES: 15MM C/C (JASWIC ACCEPTE	EACH	N	41	688.24	41	0
A	I0016	10E016	ELBOW: 42MM FEMALE (C.F.I)(JAS	EACH	N	15	2 592.15	15	0
A	I0017	10E015	ELBOW: 42MM CXC (JASWIC ACCEPT	EACH	N	22	3 381.62	22	0
A	I0018	10E017	ELBOW: 42MM MALE (C.M.I)(JASWI	EACH	N	14	2 587.62	14	0
A	I0019	10E013	ELBOW: 32MM FEMALE (C.F.I)(JAS	EACH	N	6	453.42	6	0
A	I0020	10E014	ELBOW: 32MM MALE (C.M.I)(JASW	EACH	N	6	576.84	6	0
A	I0021	10T200	TAPS: 15MM HOSE BIBCOCK (JASWI	EACH	N	73	9 534.53	73	0
A	I0022	10T303	TEES: 42MM CXCXC (JASWIC ACCEP	EACH	N	12	2 431.74	12	0
A	I0023	10T302	TEES: 28MM C/C (JASWIC ACCEPTE	EACH	N	2	171.57	2	0
A	I0024	10T333	TEES: 28X28X20MM REDUCING (JAS	EACH	N	10	781.29	10	0

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A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	I0025	10T332	TEES: 20X20X28MM REDUCING (JAS	EACH	N	4	338.96	4	0
A	I0026	10T331	TEES: 20X20X15MM REDUCING (JAS	EACH	N	16	552.85	16	0
A	I0027	10T232	TAPS: 20MM L/KEY BIBCOCKS MALE	EACH	N	6	546.00	6	0
A	I0028	10T213	TAPS: 20MM FEMALE STOPCOCK (JA	EACH	N	19	2 930.14	19	0
A	I0029	10T201	TAPS: 20MM HOSE BIBCOCK (JASWI	EACH	N	17	2 767.52	17	0
A	I0030	10T211	TAPS: 15MM FEMALE STOPCOCK (JA	EACH	N	9	859.61	9	0
A	I0031	10T210	TAPS: 15MM C/C STOPCOCK (JASWI	EACH	N	6	968.04	6	0
A	I0032	10T212	TAPS: 20MM C/C STOPCOCK (JASWI	EACH	N	88	21 916.40	90	2
A	I0033	10T231	TAPS: 20MM PUSHBUTTON BIBCOCK	EACH	N	2	179.46	2	0
A	I0034	10T214	TAPS: 28MM FEMALE STOPCOCK (JA	EACH	N	8	2 493.52	9	1
A	I0035	10T215	TAPS: 28MM C/C STOPCOCK (JASWI	EACH	N	12	5 862.48	11	-1
A	I0036	10T216	TAPS: 38MM C/C STOPCOCK/GATE V	EACH	N	5	2 321.54	5	0
A	I0037	10G005	GATE VALVE: 50MM FXF (JASWIC A	EACH	N	4	1 049.44	4	0
A	I0038	10G004	GATE VALVE: 42MM FXF (JASWIC A	EACH	N	8	1 558.33	8	0
A	I0039	10G003	GATE VALVE: 42MM CXC (JASWIC A	EACH	N	0	-	0	0
A	I0040	10G002	GATE VALVE: 28MM FXF (JASWIC A	EACH	N	7	1 002.71	7	0
A	I0041	10G001	GATE VALVE: 20MM FXF (JASWIC A	EACH	N	2	178.12	2	0
A	I0042	10T301	TEES: 20MM C/C (JASWIC ACCEPTE	EACH	N	14	511.23	14	0
A	I0043	11R200	REPAIR CLAMP: 50MM AC (69-75MM	EACH	N	14	2 501.04	14	0
A	I0044	11R201	REPAIR CLAMP: 75MM AC (95-104M	EACH	N	29	7 130.45	29	0
A	I0045	11R210	REPAIR CLAMP:400MM AC (440-459	EACH	N	2	4 158.25	2	0
A	I0046	10T321	TEES: 25MM PLASSON (JASWIC ACC	EACH	N	33	516.80	33	0
A	I0047	10T233	TAPS: 20MM L/KEY STOPCOCKS FEM	EACH	N	5	1 029.79	5	0
A	I0048	11R206	REPAIR CLAMP:225MM AC (254-264	EACH	N	20	11 191.74	18	-4
A	I0049	11R202	REPAIR CLAMP:100MM AC (120-130	EACH	N	4	1 264.72	7	3
A	I0050	11R203	REPAIR CLAMP:125MM AC (145-155	EACH	N	7	2 209.21	7	0
A	I0051	11R205	REPAIR CLAMP:200MM AC (229-238	EACH	N	13	6 562.31	13	0
A	I0052	11R204	REPAIR CLAMP:150MM AC (173-183	EACH	N	15	5 348.13	15	0
A	I0053	11R207	REPAIR CLAMP:250MM AC (281-290	EACH	N	0	-	3	3
A	J0001	20Y002	Y-JUNCTIONS: 75MMX63MM PVC CL6	EACH	N	32	698.35	32	0
A	J0002	20Y005	Y-JUNCTIONS: 90MMX75MM PVC CL6	EACH	N	4	392.00	4	0
A	J0003	20Y004	Y-JUNCTIONS: 90MMX63MM PVC CL6	EACH	N	17	749.19	17	0
A	J0004	20Y009	Y-JUNCTIONS:110MMX90MM PVC CL6	EACH	N	4	186.52	4	0
A	J0005	20R005	REDUCER:110MMX75MM CL6 PVC (S/	EACH	N	11	243.10	11	0
A	J0006	20Y006	Y-JUNCTIONS: 90MMX90MM PVC CL6	EACH	N	8	275.84	8	0
A	J0007	20Y007	Y-JUNCTIONS:110MMX110MM PVC CL	EACH	N	0	-	0	0
A	J0008	20R006	REDUCER:110MMX90MM PVC CL6	EACH	N	0	-	0	0
A	J0009	20Y008	Y-JUNCTIONS:110MMX63MM PVC CL6	EACH	N	8	669.41	8	0
A	J0010	20R004	REDUCER:110MMX63MM (PVC)	EACH	N	2	57.96	2	0
A	J0011	20R002	REDUCER: 90MMX63MM (PVC)	EACH	N	9	184.77	9	0
A	J0012	20R001	REDUCER: 75MMX63MM (PVC)	EACH	N	28	397.60	28	0
A	J0013	20R003	REDUCER: 90MMX75MM (PVC CL 9)	EACH	N	16	1 579.80	16	0
A	J0014	20B014	BENDS:110MMX90 PVC CLASS 6	EACH	N	4	173.18	4	0
A	J0015	20T001	TEES: 90MM (PVC)	EACH	N	7	348.46	7	0
A	J0016	20Y003	Y-JUNCTIONS: 75MMX75MM PVC CL6	EACH	N	31	1 198.05	31	0
A	J0017	11S400	STOP ENDS: 50MM C/I	EACH	N	8	751.76	8	0
A	J0018	20Y001	Y-JUNCTIONS: 63MMX63MM PVC CL6	EACH	N	0	-	0	0
A	J0019	11T100	TEES: 63MM (AC/PVC)	EACH	N	6	504.54	6	0
A	J0020	20B009	BENDS: 90MMX45 PVC CLASS 6	EACH	N	12	273.52	12	0
A	J0021	20B011	BENDS:110MMX22.5 PVC CL6	EACH	N	8	327.11	8	0
A	J0022	20S004	SOCKET:110MM CL6 PVC (SOLVENT	EACH	N	9	229.17	9	0
A	J0023	20B012	BENDS:110MMX45 PVC CL6	EACH	N	0	-	0	0
A	K0001	10W004	WATERMETER: 20MM IN BOX (#DW45	EACH	N	54	24 247.69	55	1
A	K0002	11A002	ADAPTOR: 63MM CL12 PVC/AC	EACH	N	12	385.15	12	0
A	K0003	10C020	COUPLING: 20MM PLASSON (HDPE C	EACH	N	48	471.28	48	0
A	K0004	11A003	ADAPTOR: 75MM CL12 PVC/AC	EACH	N	56	2 334.78	56	0
A	K0005	10B107	BALL VALVES: 50MM MXF	EACH	N	8	681.04	8	0
A	K0006	10B105	BALL VALVES: 40MM MXF	EACH	N	8	928.24	8	0
A	K0007	10B103	BALL VALVES: 32MM MXF	EACH	N	13	931.90	13	0
A	K0008	10B104	BALL VALVES: 40MM FXF	EACH	N	6	670.12	6	0

A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	K0009	10B102	BALL VALVES: 28MM MXF	EACH	N	19	1 043.16	19	0
A	K0010	10B101	BALL VALVES: 20MM FXF	EACH	N	17	573.07	17	0
A	K0011	10B001	BALL COCKS: 20MM MUNICIPAL M/F	EACH	N	37	7 424.72	37	0
A	K0012	10R001	REDUCER COUPLING: 20X15MM C/C	EACH	N	90	2 415.60	90	0
A	K0013	10R012	REDUCER: 42MMX25MM MULTI STEP	EACH	N	6	463.86	6	0
A	K0014	10R011	REDUCER: 42MMX22MM MULTI STEP	EACH	N	12	765.39	12	0
A	K0015	10R003	REDUCER COUPLING: 28X20MM C/C	EACH	N	20	1 076.19	20	0
A	K0016	10C004	COUPLING: 20MM C/C (JASWIC ACC	EACH	N	131	3 311.68	131	0
A	K0017	10A005	ADAPTOR: 25MMX22MM MALE PLASSO	EACH	N	0	-	0	0
A	K0018	10C006	COUPLING: 20MM MALE (C.M.I)JA	EACH	N	185	3 720.35	185	0
A	K0019	10C005	COUPLING: 20MM FEMALE (C.F.I)	EACH	N	85	1 523.20	85	0
A	K0020	11R102	REDUCER BUSH: 42 X 32MM	EACH	N	19	125.51	19	0
A	K0021	10C003	COUPLING: 15MM MALE (C.M.I) JA	EACH	N	22	276.51	22	0
A	K0022	10C001	COUPLING: 15MM C/C (JASWIC ACC	EACH	N	35	554.40	25	-10
A	K0023	10C002	COUPLING: 15MM FEMALE (C.F.I)	EACH	N	81	1 001.16	91	10
A	K0024	10C021	COUPLING: 25MM PLASSON(HDPE CO	EACH	N	30	390.65	30	0
A	K0025	10C008	COUPLING: 28MM FEMALE (C.F.I)	EACH	N	13	610.23	13	0
A	K0026	10C007	COUPLING: 28MM C/C (JASWIC ACC	EACH	N	26	1 544.74	26	0
A	K0027	10C009	COUPLING: 28MM MALE (C.M.I) JA	EACH	N	16	647.68	16	0
A	K0028	10C011	COUPLING: 32MM FEMALE (C.F.I)	EACH	N	4	308.41	4	0
A	K0029	10C010	COUPLING: 32MM C/C (JASWIC ACC	EACH	N	14	1 151.42	14	0
A	K0030	10C014	COUPLING: 42MM MALE (C.M.I)JA	EACH	N	15	1 706.40	15	0
A	K0031	10C013	COUPLING: 42MM FEMALE (C.F.I)J	EACH	N	17	1 833.79	17	0
A	K0032	10C012	COUPLING: 42MM C/C (JASWIC ACC	EACH	N	18	2 376.36	18	0
A	K0033	10T003	TAILPIECES:40MM (HZD05)	SET	N	25	8 425.00	25	0
A	K0034	10T002	TAILPIECES:20MM (HZD12)	SET	N	59	5 742.91	59	0
A	K0035	10T001	TAILPIECES:15MM (HZD11)	SET	N	13	714.35	13	0
A	K0036	11A005	ADAPTOR:110MM CL12 PVC/AC	EACH	N	14	748.72	14	0
A	K0037	10A009	ADAPTOR: 50MM MALE PLASSON (JA	EACH	N	17	341.81	17	0
A	K0038	10A008	ADAPTOR: 40MM MALE PLASSON (JA	EACH	N	14	245.83	14	0
A	K0039	10A007	ADAPTOR: 32MMX22MM MALE PLASSO	EACH	N	10	62.70	10	0
A	K0040	10A006	ADAPTOR: 25MMX25MM MALE PLASSO	EACH	N	33	241.72	33	0
A	K0041	10A004	ADAPTOR: 25MMX15MM MALE PLASSO	EACH	N	14	87.39	14	0
A	K0042	10A002	ADAPTOR: 20MMX22MM F/M PLASSON	EACH	N	24	159.10	22	-2
A	K0043	10A001	ADAPTOR: 20MMX15MM MALE PLASSO	EACH	N	26	152.92	26	0
A	K0044	10A003	ADAPTOR: 20MMX22MM MALE PLASSON	EACH	N	35	206.50	36	1
A	K0045	10W002	WATERMETER: 15MM KSM-T CL C PL	EACH	N	20	3 205.95	20	0
A	K0046	10W009	WATERMETER: 28MM PSM-T BRASS (	EACH	N	9	7 072.11	9	0
A	K0047	10W003	WATERMETER: 20MM KSM-T CL C PL	EACH	N	21	3 854.00	21	0
A	K0048	10W005	WATERMETER: 15MM OPTIMA BRASS	EACH	N	10	6 121.86	10	0
A	K0049	10W006	WATERMETER: 15MM PSM-T BRASS#	EACH	N	7	1 882.89	7	0
A	K0050	10W010	WATERMETER: 40MM BRASS OPTIMA	EACH	N	4	4 827.50	4	0
A	K0051	20F001	FILTERS: MANIFOLDS	EACH	N	6	977.76	6	0
A	K0052	11A006	ADAPTOR:125MM CL12 PVC/AC	EACH	N	6	508.80	8	0
A	K0053	10W001	WATERMETER: 15MM ABOVE GROUND(	EACH	N	19	9 211.39	19	0
A	K0054	20F002	FILTERS: SEWER PVC	EACH	N	22	4 400.00	22	0
A	L0001	11P100	PIPE: 63MMX4M CL12 PVC BELL MO	EACH	N	6	1 022.04	6	0
A	L0002	11P101	PIPE: 75MMX4M CL12 PVC BELL MO	EACH	N	9	1 860.70	9	0
A	L0003	11P104	PIPE:160MMX4M CL12 PVC BELL MO	EACH	N	7	5 675.46	7	0
A	L0004	11P103	PIPE:125MMX4M CL12 PVC BELL MO	EACH	N	5	3 305.83	5	0
A	L0005	11P102	PIPE:110MMX4M CL12 PVC BELL MO	EACH	N	17	5 558.49	17	0
A	L0006	11P105	PIPE:200MMX4M CL12 PVC BELL MO	EACH	N	7	8 233.26	7	0
A	L0007	11P005	PIPE:250MMX4M CL12 PVC BELL MO	EACH	N	5	7 711.34	5	0
A	L0008	31P001	GALV. STEEL POLE-3.6MX60MM + C	EACH	N	134	73 566.00	134	0
A	L0009	30M003	MANHOLE COVER&FRAME-900MMX700M	SET	N	10	9 125.47	10	0
A	L0010	30M004	MANHOLE COVER&FRAME-CIRCULAR (	SET	N	9	6 014.61	9	0
A	L0011	30M002	MANHOLE COVER&FRAME-600X450MM(	SET	N	0	-	0	0
A	L0012	30H001	HYDRANT BOX (TYPE 5 POLYMER)	EACH	N	1	453.14	1	0
A	L0013	30G001	GULLEY FRAME+GRID (T8 POLYMER)	SET	N	15	10 589.99	15	0

A-store stock take on 30 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
A	L0014	30M001	MANHOLE COVER&FRAME:450X450MM(	SET	N	10	3 070.28	10	0
A	L0015	30B001	BELL TOBY(TYPE 3A POLYMER)	EACH	N	5	1 074.64	5	0
A	L0016	11C214	COUPLING:763X630MM V.J STEPPED	EACH	N	2	6 742.00	2	0
A	L0017	11B016	BENDS:225X45DEG (C/I)	EACH	N	1	0.45	1	0
A	L0018	11C109	COUPLING:375MM SHORT COLLAR	EACH	N	6	5 884.00	6	0
A	L0019	11C300	COUPLING:400MM CL18X24 REEF AD	EACH	N	2	539.64	2	0
A	L0020	11C110	COUPLING:400MM SHORT COLLAR	EACH	N	3	1 567.46	3	0
A	L0021	11A100	ADAPTOR:350MM CLASS18X12	EACH	N	1	79.26	1	0
A	L0022	11R002	REDUCER:125MMX75MM C/I	EACH	N	3	1 350.23	3	0
A	L0023	11R004	REDUCER:150MMX75MM C/I	EACH	N	5	1 291.00	5	0
A	L0024	11R006	REDUCER:200MMX100MM C/I	EACH	N	3	1 741.55	3	0
A	L0025	11R007	REDUCER:200MMX75MM C/I	EACH	N	3	893.65	3	0
A	L0026	11R003	REDUCER:150MMX100MM	EACH	N	0	-	0	0
A	L0027	11R008	REDUCER:300MMX150MM C/I	EACH	N	3	2 682.00	3	0
A	L0028	11T209	TEES:225MMX225MM	EACH	N	2	104.95	2	0
A	L0029	11C212	COUPLING:500MM V.J	EACH	N	2	1 214.00	2	0
A	L0030	11C210	COUPLING:350MM V.J	EACH	N	7	3 484.51	7	0
A	L0031	11C211	COUPLING:400MM V.J	EACH	N	18	9 518.15	18	0
A	L0032	11P207	PIPE:250MMX6M CL12 PVC SOCKETE	EACH	N	6	10 768.32	6	0
A	L0033	11P208	PIPE:315MMX6M CL12 PVC SOCKETE	EACH	N	5	13 941.56	5	0
A	L0034	73B001	WHEELIE BINS: 240L - GREEN (MA	EACH	N	17	8 041.00	17	0
A	L0035	11P204	PIPE: 90MMX6M CL12 PVC SOCKETE	EACH	N	6	1 658.46	6	0
A	L0036	11P202	PIPE: 75MMX6M CL12 PVC SOCKETE	EACH	N	15	2 740.20	15	0
A	L0037	11P205	PIPE:110MMX6M CL12 PVC SOCKETE	EACH	N	34	11 369.44	34	0
A	L0038	11P201	PIPE: 63MMX6M CL12 PVC SOCKETE	EACH	N	32	4 412.64	32	0
A	L0039	20P004	PIPE:110MMX6M CL6 PVC	EACH	N	1	186.29	1	0
A	L0040	11P206	PIPE:160MMX6M CL12 PVC SOCKETE	EACH	N	31	21 851.82	31	0
A	L0041	20P003	PIPE: 90MMX6M CL6 PVC	EACH	N	5	786.50	5	0
A	L0042	20P005	PIPE:160MMX6M CL6 PVC	EACH	N	6	2 290.62	6	0
A	L0043	20P002	PIPE: 75MMX6M CL6 PVC	EACH	N	3	316.87	3	0
A	L0044	30P001	PIPE:160MMX6M SUBSOIL POLYDRAI	EACH	N	0	-	0	0
A	L0045	20P001	PIPE: 63MMX6M CL6 PVC	EACH	N	6	461.82	6	0
A	L0046	11P007	PIPE:300MMX5M CL24 A/C	EACH	N	2	1 785.00	2	0
A	L0047	10P013	PIPE: 42MM POLYCOP	METER	N	0	-	0	0
A	L0048	10P012	PIPE: 25MM POLYCOP	METER	N	198	2 047.32	198	0
A	L0049	10P010	PIPE: 15MM POLY COP	METER	N	400	1 112.02	400	0
A	L0050	10P011	PIPE: 22MM POLYCOP	METER	N	600	3 204.00	600	0
A	L0051	30M100	REPLACEMENT COVER: CIRCULAR TY	EACH	N	7	2 684.27	7	0
A	L0052	30P200	STORMWATER PIPE:300MMX6MX8KN H	LENGTH	N	19	37 335.00	19	0
A	L0053	30P201	STORMWATER PIPE:450MMX6MX8KN H	EACH	N	11	41 229.84	11	0
A	L0054	30M101	REPLACEMENT COVER:450X450 (14B	EACH	N	12	2 019.31	12	0
A	L0055	30M102	REPLACEMENT COVER:600X450 (90)	EACH	N	8	2 432.41	8	0
A	L0056	30M103	REPLACEMENT COVER:900X600 (9E)	EACH	N	8	4 848.57	8	0
A	L0057	30G002	REPLACEMENT GULLEY GRIDS (T8)	EACH	N	0	-	0	0
							1 359 155.03		

ANNEXURE B

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General stock issued after stocktake on 30 June 2015								
Bin No	Stock No	Code	Refer	Date	Quant	Value	Description	Vote No
B0079	50C036	ISS	105483	30/06/2015	-1	-R293.14	CONTI SUIT: SIZE 36-	1010426095
						-R293.14		
B0079	50C036	RET	105483	30/06/2015	1	R293.14	CONTI SUIT: SIZE 36-	1010426095
						R293.14		
B0081	50C040	ISS	105483	30/06/2015	-1	-R314.33	CONTI SUIT: SIZE 40-	1010426095
B0071	51S008	ISS	105483	30/06/2015	-1	-R224.50	SAFETY BOOTS: SIZE 8	1010426095
B0073	51S010	ISS	105483	30/06/2015	-1	-R221.13	SAFETY BOOTS: SIZE 1	1010426095
B0064	51S100	ISS	109021	30/06/2015	-1	-R264.00	LADIES SAFETY SHOES	1010021095
L0014	30M001	ISS	110505	30/06/2015	-1	-R307.02	MANHOLE COVER&FRAME	141151010501
						-R1,330.98		

ANNEXURE C1

A-know deficit													
S	Bin No	Stock Item	Description	Unit of Issue	Client	On Hand	Stock Value	Count	Burplus / deficit	Value Per Unit	Value Of Deficit	Value Of Surplus	Action taken
A	K0002	100001	COUPLING: 15MM DC LASER ACC	EACH	N	35	554.40	25	-10	15.84	-158.40		Over period of time the wrong stockcode was captured in relation to what was issued
A	K0006	10E003	ELBOW: 15MM MALE (C.M.)JABW	EACH	N	39	632.97	31	8	15.25	-120.94		All issues and receiving was checked and found to be in order
A	D0017	833P002	SPARK PLUG: HWYC FOR ALU/DI	EACH	N	34	583.17	28	6	17.45	-104.88		The incorrect SparkPlugs was captured AND issued in relation to what was requested. 1. req # 102878 on 24.07.14 requested 833P1002 but captured 833P001 2. req # 105254 on 30.10.14 requested 833P1002 but captured 833P001
A	B0045	320004	GLOVES: PVC KMT CUFF(MW)	PAIR	N	223	3,451.81	218	4	15.48	-61.92		All issues and receiving was checked and found to be in order
A	E0011	609004	BLADE KIT: BUSH-CUTTER 10X100X6	EACH	N	26	10,184.37	22	4	381.71	-1,566.83		Requested 4 x BUSH-CUTTER blades but captured 300mm Broom heads which was not taken; however requester took 4 x Broom heads and this was never notified on the system
A	D0035	11C101	COUPLING: 75MM SHORT COLLAR	EACH	N	17	1,853.09	13	4	150.01	-436.02		All issues and receiving was checked and found to be in order
A	B0048	11G008	REPAIR CLAMP: 225MM AC G54-264	EACH	N	20	11,191.74	18	4	559.59	-2,238.35		All issues and receiving was checked and found to be in order
A	90044	350002	CONT: SUITS: 0525 ROYAL BLUE YW	EACH	N	8	1,440.54	8	0	180.06	-480.18		One was put on site as it has lost its colour and the supplier has not picked it up yet
A	E0032	40D003	DISINFECTANT: LAVENDER 15L PLUS	EACH	N	400	8,608.00	398	2	21.52	-43.04		All issues and receiving was checked and found to be in order
A	G0038	11C109	COUPLING: 30MM SHORT COLLAR	EACH	N	21	1,928.92	19	2	91.85	-183.71		All issues and receiving was checked and found to be in order
A	R0042	10A002	ADAPTOR: 20MMX23MM F/M PLASSON	EACH	N	24	195.10	22	2	6.03	-12.06		The incorrect stockcode 11B002 was captured, but the correct item 11B002 was issued
A	G0019	11B002	SADDLE: 75MMX22MM PLASSON	EACH	N	2	42.48	1	1	21.24	-21.24		All issues and receiving was checked and found to be in order
A	G0020	11B008	SADDLE: 100MMX32MM CF COD	EACH	N	5	458.30	4	1	91.66	-91.66		
A	G0022	11C102	COUPLING: 30MM SHORT COLLAR	EACH	N	19	2,688.17	18	1	141.54	-141.54		
A	B0035	10T215	TAPS: 28MM DC STOPLOCK LASER	EACH	N	12	8,882.48	11	1	488.54	-488.54		
											-4,130.19		

A-store surplus													
Sl	Bin No	Stock Item	Description	Unit of Issue	Consd	On Hand	Stock Value	Class	Surplus / deficit	Value Per Unit	Value Of Deficit	Value Of Surplus	Action taken
A	10023	100202	COUPLING 15MM FEMALE (C.F.F)	EACH	N	81	1,001.16	81	10	12.36		123.80	Over period of time the wrong stockcode 100202 was captured in relation to what was issued 100201
A	00016	0002701	SPARK PLUG CAR FOR BRUSHCUTTER	EACH	N	28	1,163.17	45	0	26.92		178.95	The incorrect Sparkplugs was captured And issued in relation to what was requested. 1. no # 102876 on 24.07-14 requested 6382002 but captured 6382001 2. no # 105204 on 30.10-14 requested 6382002 but captured 6382001
A	00017	430004	BLADES 90MM BOWSAW	EACH	N	5	153.90	8	3	30.78		92.34	Requested 4 x BRUSHCUTTER Blades but captured 90mm Bow saw blades which were not taken, however requester took 4 x Brushcutter blades and this was never notified on the system
A	00015	115002	SADDLE 75MMX22MM C1 COO	EACH	N	8	594.54	10	1	66.06	66.06	66.06	The incorrect stockcode 115002 was captured but the correct item 115007 was issued.
A	00040	520001	MASK WELDING RESPIRATOR	EACH	N	18	2,033.00	20	1	107.00		107.00	
A	70053	110003	HYDRANT TEES 150MM-TABLE D (C	EACH	N	3	2,707.32	4	1	602.44		602.44	
A	00017	115007	SADDLE 60MMX22MM PLASTON	EACH	N	6	102.00	7	1	17.00		17.00	
A	00018	107800	THREAD TAPE	EACH	N	247	489.30	248	1	1.90		1.90	
A	00034	107214	TAPS 20MM FEMALE BTOPROCK (A	EACH	N	8	2,493.52	9	1	311.89		311.89	
A	00021	500054	WATERMETER 20MM IN BOX (B)W55	EACH	N	54	34,247.60	55	1	449.03		449.03	
A	00044	040003	ADAPTOR 20MMX22MM MALE PLASTON	EACH	N	35	200.50	36	1	5.90		5.90	
A	00023	11C104	COUPLING 15MM SHORT COLLAR	EACH	N	6	1,403.86	8	2	243.88		487.96	
A	00010	10E011	ELBOW 28MM FEMALE (C.F.F)AS	EACH	N	18	1,172.06	20	2	65.17		130.34	
A	00002	107212	TAPS 20MM C/C STOPCOCK (A)S1W	EACH	N	88	21,916.40	90	2	249.05		498.10	
A	00049	119003	REPAIR CLAMP 100MM AC (120-130	EACH	N	4	1,264.72	7	3	316.18		945.54	
A	00053	119007	REPAIR CLAMP 250MM AC (281-290	EACH	N	0	-	3	3	648.30		1,945.00	
											6,286.36		

All issues and receiving was checked and found to be in order

ANNEXURE D  
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A-store no movement stock 2014/2015

Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value	Last Iss Date
A	10C022	COUPLING: 50MM PLASSON (HDPE C	37.85	9.00	R 340.65	26/02/2014
A	10T321	TEES: 25MM PLASSON (JASWIC ACC	15.65	33.00	R 516.60	4/3/14
A	10W005	WATERMETER: 15MM OPTIMA BRASS	612.19	10.00	R 6,121.86	19/06/2014
A	11A006	ADAPTOR:125MM CL12 PVC/AC	63.60	8.00	R 508.80	27/12/2012
A	11A008	ADAPTOR:200MM CL12 PVC/AC	887.01	6.00	R 5,322.06	20/11/2013
A	11A009	ADAPTOR:250MM CL12 PVC/AC	887.01	6.00	R 5,322.06	13/01/2014
A	11B004	BENDS: 75X11.25DEG (C/I)	81.48	2.00	R 162.96	8/3/13
A	11B006	BENDS: 75X45DEG (C/I)	227.60	6.00	R 1,365.61	19/10/2006
A	11B011	BENDS:125X90DEG (C/I)	515.00	2.00	R 1,030.00	30/09/2013
A	11B012	BENDS:150X11.25DEG (C/I)	409.00	2.00	R 818.00	12/4/06
A	11B013	BENDS:150X45DEG (C/I)	86.14	1.00	R 86.14	26/07/2000
A	11B101	BENDS:200X90DEG CL16	447.00	2.00	R 894.00	30/10/2008
A	11C105	COUPLING:200MM SHORT COLLAR	390.87	15.00	R 5,863.00	20/05/2014
A	11C106	COUPLING:225MM SHORT COLLAR	358.23	8.00	R 2,865.84	22/07/2010
A	11C110	COUPLING:400MM SHORT COLLAR	522.49	3.00	R 1,567.46	7/9/11
A	11C207	COUPLING:200MM V.J / RANGER	196.45	2.00	R 392.90	9/6/11
A	11C209	COUPLING:300MM V.J	597.34	2.00	R 1,194.67	1/10/12
A	11C211	COUPLING:400MM V.J	528.79	18.00	R 9,518.15	7/9/11
A	11C213	COUPLING:177X200 V.J STEPPED(F	973.00	2.00	R 1,946.00	22/03/2013
A	11C302	UNIVERSAL COUPLING: 75MM PVC (	133.44	9.00	R 1,200.96	2/5/14
A	11C403	CROSS:100X100MM C/I	212.00	1.00	R 212.00	15/01/2004
A	11C404	CROSS:100X150MM C/I	115.31	1.00	R 115.31	20/05/2003
A	11C408	CROSS:150X150MM C/I	595.00	5.00	R 2,975.00	26/03/2003
A	11C409	CROSS:150X 75MM C/I	42.07	1.00	R 42.07	30/01/2009
A	11C410	CROSS:225X 75MM C/I	28.59	1.00	R 28.59	23/05/2014
A	11F004	FLANGE ADAPTOR:150MM AC/160MM	473.18	5.00	R 2,365.92	8/12/11
A	11F005	FLANGE ADAPTOR:225MM AC/250MM	406.65	4.00	R 1,626.61	6/12/11
A	11P007	PIPE 300MMX5M CL24 A/C	892.50	2.00	R 1,785.00	19/11/2010
A	11R002	REDUCER:125MMX75MM C/I	450.08	3.00	R 1,350.23	23/12/2013
A	11R004	REDUCER:150MMX75MM C/I	258.20	5.00	R 1,291.00	18/10/2006
A	11R008	REDUCER:300MMX150MM C/I	894.00	3.00	R 2,682.00	20/11/2013
A	11R210	REPAIR CLAMP:400MM AC (440-459	2,079.13	2.00	R 4,158.25	18/06/2014
A	11S015	SADDLE:300MMX22MM C/I COD	112.39	2.00	R 224.77	14/09/2009
A	11S405	STOP ENDS:225MM C/I	218.74	11.00	R 2,406.15	27/07/2011
A	11T204	TEES:100MMX50MM	292.89	1.00	R 292.89	13/12/2007
A	11T205	TEES:100MMX75MM	185.71	2.00	R 371.42	2/5/14
A	11T206	TEES:150MMX100MM C/I	859.00	2.00	R 1,718.00	8/4/11
A	11T207	TEES:150MMX150MM C/I	748.85	2.00	R 1,497.69	24/08/2009
A	11T208	TEES:150MMX75MM	235.00	4.00	R 940.00	13/09/2005
A	11V007	VALVES:150MM PLAIN ENDED(U/G)	2,692.76	2.00	R 5,385.52	28/05/2014
A	20B005	BENDS: 75MMX22.5 PVC CLASS 6	23.30	16.00	R 372.82	13/03/2014
A	20F001	FILTERS: MANIFOLDS	162.96	6.00	R 977.76	16/11/2011
A	20R003	REDUCER: 90MMX75MM (PVC CL 9)	98.74	16.00	R 1,579.80	20/05/2014
A	20R005	REDUCER:110MMX75MM CL6 PVC (S/	22.10	11.00	R 243.10	6/10/11
A	20T001	TEES: 90MM (PVC)	49.78	7.00	R 348.46	16/01/2013
A	20Y003	Y-JUNCTIONS: 75MMX75MM PVC CL6	38.65	31.00	R 1,198.05	11/4/14
A	20Y005	Y-JUNCTIONS: 90MMX75MM PVC CL6	98.00	4.00	R 392.00	20/08/2013
A	20Y008	Y-JUNCTIONS:110MMX63MM PVC CL6	71.18	8.00	R 569.41	15/05/2014
A	21H001	HOSE: 40MM NBR FLEXIBLE WITH Q	4,679.80	8.00	R 37,438.41	7/10/13
A	30M103	REPLACEMENT COVER:900X600 (9E)	606.07	8.00	R 4,848.57	8/8/13

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Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value	Last Iss Date
A	43H001	HANDLE: HAMMER (900MM)	12.83	9.00	R 115.50	29/05/2012
A	43H100	HEX MOIL: 32MMX160MMX450MM	200.00	4.00	R 800.00	2/5/13
A	44B005	BATTERY: TYPE D TORCH (PER PKT	47.55	8.00	R 380.40	4/6/14
A	50R002	RAIN TROUSER	37.56	5.00	R 187.80	4/5/12
					R 127,958.22	

ANNEXURE E  
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E-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
		0 02M300	TEST BLOCK: 13 WAY HTB 001 FRO	EACH	N	11	4,620.00	11	0
E	A0001	02S001	JOINT KIT: P1 (91-A1)	EACH	N	22	878.90	22	0
	A0002	02S002	JOINT KIT: P2 (91-A2)	EACH	N	0	-	0	0
	A0003	02S003	JOINT KIT: P3 (91-A3)	EACH	N	9	763.22	9	0
E	A0004	02S004	JOINT KIT: 91-A4.5	EACH	N	12	4,618.56	12	0
	A0005	02S005	JOINT KIT: P4 (91-A5)	EACH	N	12	5,570.69	12	0
	A0006	43B001	BLADES: 24T HACKSAW	EACH	N	13	138.66	13	0
	A0007	02J006	WIPING METAL SS	EACH	N	46	4,178.39	46	0
	A0008	02B005	BAND IT STRAP: 12.5X0.7MMX30M	EACH	N	16	2,234.62	16	0
	A0009	02B004	BAND IT BUCKLES: 12.7MM (100'S)	EACH	N	14	1,447.43	14	0
	A0010	02T016	INSULATION TAPE: BLUE (NO 35)	EACH	N	15	709.50	15	0
	A0011	02T015	INSULATION TAPE: RED (NO 35)	EACH	N	8	378.40	8	0
	A0012	02T014	INSULATION TAPE: BLACK (-33)	EACH	N	31	2,041.35	31	0
	A0013	02T003	INSULATION TAPE: WHITE (NO 35)	EACH	N	27	1,280.44	27	0
	A0014	02T002	DANGER TAPE: 300MMX60MIC	EACH	N	1	281.83	1	0
	A0020	02T001	RUBBER TAPE: 34MMX3.2MMX1.6M	EACH	N	42	3,332.18	42	0
	A0021	02C101	CONTACTOR: 400V COIL RAB 35 RI	EACH	N	4	2,917.39	4	0
	A0022	02C112	CONTACTOR: 220-230V 60HZ (L/D)	EACH	N	1	320.00	1	0
	A0024	02F078	FLUORESCENT LAMP HOLDER	EACH	N	20	139.76	20	0
	A0025	02H001	LAMP HALOGEN: 12V 55W H3 (OSRA)	EACH	N	10	237.00	10	0
	A0026	02E001	ELECTRO FLASHER UNIT: MODEL R1	EACH	N	0	-	0	0
	A0027	02G012	LAMP: 70W E/S ROBOT	EACH	N	40	760.00	40	0
	A0028	02F042	CRIMPING FERRULE: 185MM COPPER	EACH	N	52	1,241.24	52	0
	A0029	02F041	CRIMPING FERRULE: 150MM COPPER	EACH	N	115	2,003.30	115	0
	A0030	02L011	LINE TAPS: 18MM (MO6)	EACH	N	85	560.71	85	0
	A0031	02L010	LINE TAPS: 25MM (MO 4)	EACH	N	65	711.10	65	0
	A0032	02L009	LINE TAPS: 70MM (MO 3/0)	EACH	N	80	2,220.53	80	0
	A0033	02L008	LINE TAPS: 35MM (MO2)	EACH	N	63	882.15	63	0
E	A0034	02L007	LINE TAPS: 100MM	EACH	N	142	7,956.05	142	0
E	A0035	02L006	LINE TAPS: 50MM (MO 0)	EACH	N	69	1,134.02	69	0
E	A0036	02T017	BARRIER TAPE: 75MMX500MX50MIC	EACH	N	9	390.83	9	0
E	A0037	02S009	DAYLIGHT SWITCH: 16A NATIONAL	EACH	N	10	1,343.20	10	0
E	A0038	02S010	DAYLIGHT SWITCH: 16A SPECTRUM	EACH	N	12	1,098.00	12	0
E	A0039	02F031	FERRULE: 150MM ALUM	EACH	N	15	330.00	15	0
E	A0040	02F030	FERRULE: 120MM ALUM	EACH	N	24	488.16	24	0
E	A0041	02F029	FERRULE: 95MM ALUM	EACH	N	26	392.08	26	0
E	A0042	02F028	FERRULE: 70MM ALUM	EACH	N	25	229.95	25	0
E	A0043	02F027	FERRULE: 50MM ALUM	EACH	N	88	393.36	88	0
E	A0044	02F025	FERRULE: 35MM ALUM	EACH	N	55	941.05	55	0
E	A0045	02F025	FERRULE: 25MM ALUM	EACH	N	80	175.20	80	0
E	A0046	02F044	CRIMPING FERRULE: 300MM COPPER	EACH	N	12	2,359.08	12	0
E	A0047	02F043	CRIMPING FERRULE: 240MM COPPER	EACH	N	22	877.80	22	0
E	A0048	02C045	CIRCUIT BREAKER: 3PHASE 30AMP	EACH	N	0	-	0	0
E	A0049	02C109	CLAMP: MV GLAND	EACH	N	6	43.14	6	0
E	A0050	02B038	STRAIN CLAMP BUNDLE: LV INSULA	EACH	N	11	410.73	11	0
E	A0051	02B040	SUSPENSION CLAMP BUNDLE: LV INS	EACH	N	29	361.04	29	0
E	A0052	02A003	PIGTAIL SCREWS	EACH	N	40	263.58	40	0
E	A0053	02C111	INSULATION PIERCING CONNECTORS	EACH	N	99	1,127.81	99	0
E	A0054	02C110	INSULATION PIERCING CONNECTORS	EACH	N	56	567.94	56	0
E	A0055	02A002	AIRDAC STRAIN CLAMPS FOR 10-16	EACH	N	70	465.50	70	0
E	A0056	02C077	POLE BRACKET: CS14	EACH	N	39	410.67	39	0
E	A0057	02B036	SUSPENSION ASSEMBLY BUNDLE: IN	EACH	N	6	133.75	6	0
E	A0058	02S042	CIRCUIT BREAKER: SHROUD TRIPPLE	EACH	N	91	3,583.59	91	0
E	A0059	02C071	CIRCUIT BREAKER: J.S.O 125AMP	EACH	N	3	5,269.66	3	0
E	A0060	02C072	CIRCUIT BREAKER: J.S.O 250AMP	EACH	N	3	7,329.36	3	0
E	A0061	02C073	CIRCUIT BREAKER: J.S.O 150AMP	EACH	N	1	1,832.28	1	0
E	A0062	02C074	CIRCUIT BREAKER: J.S.O 200AMP	EACH	N	5	11,801.44	5	0
E	A0063	02C056	CIRCUIT BREAKER: 3PHASE 100AMP	EACH	N	6	6,638.24	6	0
E	A0064	02C058	CIRCUIT BREAKER: 3PHASE 90AMP	EACH	N	14	6,860.00	14	0

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E-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
E	A0065	02C057	CIRCUIT BREAKER, 3PHASE 80AMP	EACH	N	10	8,159.80	10	0
E	A0066	02C056	CIRCUIT BREAKER, 3PHASE 70AMP	EACH	N	12	5,220.00	12	0
E	A0067	02C055	CIRCUIT BREAKER, 3PHASE 60AMP	EACH	N	7	3,681.00	7	0
E	A0068	02C054	CIRCUIT BREAKER, 3PHASE 50AMP	EACH	N	9	4,299.56	9	0
E	A0069	02C053	CIRCUIT BREAKER, 3PHASE 40AMP	EACH	N	9	4,763.14	9	0
E	A0068A	02C052	CIRCUIT BREAKER, 3PHASE 30AMP	EACH	N	19	5,892.87	19	0
E	A0071	02C051	CIRCUIT BREAKER, 3PHASE 20AMP	EACH	N	15	4,401.00	15	0
E	A0072	02C028	CIRCUIT BREAKER, 5PHASE 100AM	EACH	N	10	2,421.90	10	0
E	A0073	02C025	CIRCUIT BREAKER, 5PHASE 80AMP	EACH	N	72	8,579.21	72	0
E	A0074	02C026	CIRCUIT BREAKER, 5PHASE 60AMP	EACH	N	55	8,635.00	55	0
E	A0075	02C050	CIRCUIT BREAKER, 5PHASE 70AMP	EACH	N	12	1,374.37	12	0
E	A0076	02C049	CIRCUIT BREAKER, 5PHASE 63AMP	EACH	N	16	2,073.91	16	0
E	A0077	02C022	CIRCUIT BREAKER, 5PHASE 60AMP	EACH	N	0	-	0	0
E	A0078	02C048	CIRCUIT BREAKER, 5PHASE 50AMP	EACH	N	11	1,004.32	11	0
E	A0079	02C021	CIRCUIT BREAKER, 5PHASE 40AMP	EACH	N	7	448.11	7	0
E	A0080	02C047	CIRCUIT BREAKER, 5PHASE 40AMP	EACH	N	8	659.36	8	0
E	A0081	02C020	CIRCUIT BREAKER, 5PHASE 30AMP	EACH	N	8	265.65	8	0
E	A0083	02C043	CIRCUIT BREAKER, 20AMP SAM QA-	EACH	N	24	1,782.00	24	0
E	A0084	02C041	CIRCUIT BREAKER, 10AMP SAM QA-	EACH	N	21	1,559.25	21	0
E	A0085	02C007	CIRCUIT BREAKER, 5AMP SAM QA-1	EACH	N	12	790.00	12	0
E	A0086	02S011	SHROUDS & CLIPS, SINGLE PHASE/S	EACH	N	4	198.00	4	0
E	A0087	02L020	CRIMPING LUGS, 35X 8MM COPPER	EACH	N	145	483.59	145	0
E	A0088	02L021	CRIMPING LUGS, 35X10MM COPPER	EACH	N	191	549.29	191	0
E	A0089	02L068	CRIMPING LUGS, 35X12MM COPPER	EACH	N	44	114.18	44	0
E	A0090	02L024	CRIMPING LUGS, 50X16MM COPPER	EACH	N	26	169.29	26	0
E	A0091	02L061	CRIMPING LUGS, 50X12MM COPPER	EACH	N	55	186.14	55	0
E	A0092	02L023	CRIMPING LUGS, 50X10MM COPPER	EACH	N	117	521.87	117	0
E	A0093	02L069	CRIMPING LUGS, 50X 8MM COPPER	EACH	N	114	591.88	114	0
E	A0094	02L028	CRIMPING LUGS, 70X16MM COPPER	EACH	N	28	288.29	28	0
E	A0095	02L027	CRIMPING LUGS, 70X12MM COPPER	EACH	N	70	639.32	70	0
E	A0096	02L026	CRIMPING LUGS, 70X10MM COPPER	EACH	N	130	868.30	130	0
E	A0097	02L025	CRIMPING LUGS, 70X 8MM COPPER	EACH	N	34	211.02	34	0
E	A0098	02L033	CRIMPING LUGS, 95X20MM COPPER	EACH	N	16	320.00	16	0
E	A0099	02L032	CRIMPING LUGS, 95X12MM COPPER	EACH	N	62	676.80	62	0
E	A0100	02L031	CRIMPING LUGS, 95X10MM COPPER	EACH	N	10	96.80	10	0
E	A0101	02L030	CRIMPING LUGS, 95X 8MM COPPER	EACH	N	5	54.07	5	0
E	A0102	02L036	CRIMPING LUGS, 120X12MM COPPER	EACH	N	44	695.20	44	0
E	A0103	02L035	CRIMPING LUGS, 120X10MM COPPER	EACH	N	43	761.10	43	0
E	A0104	02L034	CRIMPING LUGS, 120X 8MM COPPER	EACH	N	59	1,044.30	59	0
E	A0105	02L039	CRIMPING LUGS, 150X16MM COPPER	EACH	N	22	532.40	22	0
E	A0106	02L038	CRIMPING LUGS, 150X12MM COPPER	EACH	N	33	798.60	33	0
E	A0107	02L040	CRIMPING LUGS, 185X12MM COPPER	EACH	N	62	1,841.40	62	0
E	A0108	02L037	CRIMPING LUGS, 150X10MM COPPER	EACH	N	47	1,137.40	47	0
E	A0109	02L041	CRIMPING LUGS, 240X12MM COPPER	EACH	N	21	936.60	21	0
E	A0110	02L042	CRIMPING LUGS, 300X16MM COPPER	EACH	N	15	900.00	15	0
E	A0111	02L070	CRIMPING LUGS, 2.5X 4MM COPPE	EACH	N	53	24.52	53	0
E	A0112	02L083	LUGS, 25X10MM ALUMINIUM	EACH	N	46	95.26	46	0
E	A0113	02L082	LUGS, 35X10MM ALUMINIUM	EACH	N	41	708.89	41	0
E	A0114	02L081	LUGS, 35X12MM ALUMINIUM	EACH	N	25	60.76	25	0
E	A0115	02L080	LUGS, 50X 8MM ALUMINIUM	EACH	N	22	387.86	22	0
E	A0116	02L079	LUGS, 50X10MM ALUMINIUM	EACH	N	26	284.87	26	0
E	A0117	02L078	LUGS, 60X12MM ALUMINIUM	EACH	N	46	205.62	46	0
E	A0118	02L077	LUGS, 70X10MM ALUMINIUM	EACH	N	26	259.34	26	0
E	A0119	02L076	LUGS, 70X12MM ALUMINIUM	EACH	N	29	218.95	29	0
E	A0120	02L075	LUGS, 95X16MM ALUMINIUM	EACH	N	99	1,007.82	99	0
E	A0121	02L074	LUGS, 95X10MM ALUMINIUM	EACH	N	21	242.34	21	0
E	A0122	02L073	LUGS, 95X12MM ALUMINIUM	EACH	N	22	243.85	22	0
E	A0123	02L072	LUGS, 120X12MM ALUMINIUM	EACH	N	22	476.48	22	0
E	A0124	02L071	LUGS, 150X12MM ALUMINIUM	EACH	N	27	705.62	27	0

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E-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
E	A0125	02F034	CRIMPING FERRULE: 2.5MM COPPE	EACH	N	100	31.91	100	0
E	A0126	02F033	CRIMPING FERRULE: 6MM COPPER	EACH	N	140	92.42	136	-4
E	A0127	02F095	CRIMPING FERRULE: 10MM COPPER	EACH	N	90	83.07	90	0
E	A0128	02F048	CRIMPING FERRULE: 16MM COPPER	EACH	N	266	232.50	266	0
E	A0129	02F035	CRIMPING FERRULE: 25MM COPPER	EACH	N	145	233.06	129	-16
E	A0130	02F036	CRIMPING FERRULE: 35MM COPPER	EACH	N	204	435.96	204	0
E	A0131	02F037	CRIMPING FERRULE: 50MM COPPER	EACH	N	142	642.18	142	0
E	A0132	02F038	CRIMPING FERRULE: 70MM COPPER	EACH	N	21	94.00	21	0
E	A0133	02F039	CRIMPING FERRULE: 95MM COPPER	EACH	N	77	689.91	77	0
E	A0134	02F040	CRIMPING FERRULE: 120MM COPPER	EACH	N	137	1,726.20	137	0
E	A0136	02L111	CRIMPING LUGS: 35X16MM COPPER	EACH	N	40	204.21	40	0
E	A0137	02L051	CRIMPING LUGS: 25X 6MM COPPER	EACH	N	111	222.00	111	0
E	A0138	02L013	CRIMPING LUGS: 25X 8MM COPPER	EACH	N	1536	3,437.64	1536	0
E	A0139	02L019	CRIMPING LUGS: 25X10MM COPPER	EACH	N	432	960.75	432	0
E	A0140	02L054	CRIMPING LUGS: 25X12MM COPPER	EACH	N	183	598.39	183	0
E	A0141	02L056	CRIMPING LUGS: 25X16MM COPPER	EACH	N	67	355.10	67	0
E	A0142	02L046	CRIMPING LUGS: 16X 6MM COPPER	EACH	N	70	72.10	70	0
E	A0143	02L012	CRIMPING LUGS: 16X 8MM COPPER	EACH	N	333	480.63	333	0
E	A0144	02L015	CRIMPING FERRULE: 1.5X4MM COPP	EACH	N	87	39.58	87	0
E	A0145	02L017	CRIMPING LUGS: 16X10MM COPPER	EACH	N	610	941.24	610	0
E	A0146	02L049	CRIMPING LUGS: 16X12MM COPPER	EACH	N	109	280.29	109	0
E	A0147	02L050	CRIMPING LUGS: 16X16MM COPPER	EACH	N	121	479.54	121	0
E	A0148	02L045	CRIMPING LUGS: 10X 8MM COPPER	EACH	N	107	155.82	107	0
E	A0149	02L044	CRIMPING LUGS: 10X 6MM COPPER	EACH	N	224	578.17	224	0
E	A0150	02L062	CRIMPING LUGS: 10X 5MM COPPER	EACH	N	82	98.40	82	0
E	A0151	02L043	CRIMPING LUGS: 6X10MM COPPER	EACH	N	161	252.81	161	0
E	A0152	02L063	CRIMPING LUGS: 6X 8MM COPPER	EACH	N	180	242.82	180	0
E	A0153	02L064	CRIMPING LUGS: 6X 6MM COPPER	EACH	N	143	121.86	143	0
E	A0154	02L065	CRIMPING LUGS: 6X 5MM COPPER	EACH	N	94	79.90	94	0
E	A0155	02L066	CRIMPING LUGS: 4X 6MM COPPER	EACH	N	162	105.36	162	0
E	A0157	02L068	CRIMPING LUGS: 2.5X 6MM COPPE	EACH	N	200	66.00	200	0
E	A0158	02L089	CRIMPING LUGS: 2.5X 5MM COPPE	EACH	N	142	68.02	142	0
E	A0159	02L029	CRIMPING LUGS: 2.5X 6MM COPPE	EACH	N	72	95.62	72	0
E	A0160	02F100	FUSE: 36AMP STRIKER PIN BUSSMA	EACH	N	7	2,386.00	7	0
E	A0161	02F101	FUSE: 45AMP STRIKER PIN BUSSMA	EACH	N	7	2,401.52	7	0
E	A0162	02F102	FUSE: 63AMP STRIKER PIN BUSSMA	EACH	N	7	2,661.44	7	0
E	A0163	02F103	FUSE: 80AMP STRIKER PIN BUSSMA	EACH	N	7	2,511.72	7	0
E	A0164	02F104	FUSE: 100AMP STRIKER PIN BUSSM	EACH	N	23	9,490.24	23	0
E	A0164A	02F199	FUSE: 31.5A STRIKER PIN BUSSMA	EACH	N	18	1,800.00	18	0
E	A0165	02F200	FUSE: 36AMP STRIKER PIN BUSSMA	EACH	N	1	370.90	1	0
E	A0166	02F201	FUSE: 45AMP STRIKER PIN BUSSMA	EACH	N	2	734.65	2	0
E	A0167	02F202	FUSE: 63AMP STRIKER PIN BUSSMA	EACH	N	6	2,320.03	6	0
E	A0168	02F203	FUSE: 80AMP STRIKER PIN BUSSMA	EACH	N	6	2,445.69	6	0
E	A0169	02F204	FUSE: 90AMP STRIKER PIN BUSSMA	EACH	N	11	4,824.01	11	0
E	A0170	02F205	FUSE: 100AMP STRIKER PIN BUSSM	EACH	N	9	4,081.04	9	0
E	A0172	02F010	FUSE: 20A STRIKER PIN BUSSMAN	EACH	N	3	28.20	3	0
E	A0173	02F097	FUSELINK: 1AMP STANDARD	EACH	N	6	150.00	6	0
E	A0174	02B028	HEAT SHRINK BOOT: 16MM SINGLE	EACH	N	26	515.84	26	0
E	A0175	02G013	HEATSHRINK BOOT: 35-50MM 4CORE	EACH	N	22	1,907.20	22	0
E	A0176	02B029	HEAT SHRINK BOOT: 18MM 3CORE	EACH	N	25	437.56	18	-9
E	A0177	02B033	HEAT SHRINK BOOT: 70-120MM 3PH	EACH	N	19	713.78	19	0
E	A0178	02B032	HEAT SHRINK BOOT: 35-95MM 3CO	EACH	N	23	1,055.25	23	0
E	A0179	02B037	END CAPS: 100-45MM HEAT SHRINK	EACH	N	28	232.96	28	0
E	A0180	02B036	END CAPS: 75-32MM HEAT SHRINK	EACH	N	20	892.91	20	0
E	A0181	02B035	END CAPS: 55-25MM HEAT SHRINK	EACH	N	40	654.00	40	0
E	A0182	02C002	END CAPS: 16MM(LXAC116)	EACH	N	32	790.56	32	0
E	A0183	02P003	POLE MOUNT BOX+VERT BRACKET	EACH	N	26	6,126.12	26	0
E	A0184	02B018	GUTTER BOLTS: 6 x 75mm	EACH	N	63	27.63	63	0
E	A0185	02S034	SHROUDS: NO 2	EACH	N	50	325.00	50	0

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E-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
E	A0186	02G019	GLANDS & SHROUDS: No.0	EACH	N	15	247.91	15	0
E	A0187	02G023	GLANDS & SHROUDS: No 1	EACH	N	22	523.38	22	0
E	A0188	02G020	GLAND & SHROUD: No.2	EACH	N	12	399.00	12	0
E	A0189	02G061	GLANDS & SHROUDS: No.3	SET	N	20	665.80	20	0
E	A0191	02G022	GLANDS & SHROUDS: No.6	EACH	N	2	380.44	2	0
E	A0192	02F089	FUSELINK: 6AMP STANDARD	EACH	N	15	115.70	15	0
E	A0193	02F070	FUSELINK: 10AMP STANDARD	EACH	N	25	205.31	25	0
E	A0194	02F071	FUSELINK: 15AMP STANDARD	EACH	N	17	132.25	17	0
E	A0196	02F072	FUSELINK: 20AMP STANDARD	EACH	N	17	151.40	17	0
E	A0196	02F073	FUSELINK: 30AMP STANDARD	EACH	N	27	251.41	27	0
E	A0197	02F074	FUSELINK: 40AMP STANDARD	EACH	N	25	283.90	25	0
E	A0198	02F075	FUSELINK: 50AMP STANDARD	EACH	N	25	479.21	25	0
E	A0199	02F076	FUSELINK: 65AMP STANDARD	EACH	N	30	548.70	30	0
E	A0200	02F077	FUSELINK: 80AMP STANDARD	EACH	N	29	747.52	29	0
E	A0202	02C003	CHOKE:125 WATT MERCURY VAPOUR	EACH	N	98	13,604.47	86	-12
E	A0203	02C001	CHOKE: 70 WATT HPS	EACH	N	166	17,927.98	166	0
E	A0204	02C005	CHOKE:250 WATT MERCURY VAPOUR	EACH	N	12	1,602.01	12	0
E	A0205	02C006	CHOKE: 60 WATT MERCURY VAPOUR	EACH	N	61	5,077.44	61	0
E	A0206A	02J008	INLINE JOINT: 95-185 (SXSU) 312	EACH	N			0	0
E	A0207	02T019	TERMINATION: OUTDOOR 95-240MM	EACH	N	9	5,901.07	9	0
E	A0207A	02T020	TERMINATION:PLC D/D 650MM/35-	EACH	N	5	1,887.80	4	-1
E	A0208	02J007	INLINE JOINT: 25- 70MM (SXSU) 3	EACH	N	1	837.63	1	0
E	A0209	02T100	TERMINATION KIT: 16-35MM HEAT	EACH	N	4	3,107.40	4	0
E	A0210	02T101	TERMINATION KIT: 50-95MM 650T	EACH	N	4	4,700.80	4	0
E	A0211	02T102	TERMINATION KIT:120-185MM 650T	EACH	N	6	5,584.54	6	0
E	A0212	02T200	TERMINATION KIT: 16-35MM 1200T	EACH	N	5	6,373.37	5	0
E	A0213	02T201	TERMINATION KIT: 50-95MM 1200T	EACH	N	8	9,358.80	8	0
E	A0214	02T202	TERMINATION KIT:120-185MM 1200	EACH	N	12	14,724.07	12	0
E	A0215	02M040	SPLIT METER: S/P/PHASE GEMINI EM	EACH	N	252	92,498.27	252	0
E	A0216	02M041	SPLIT METER: CUSTOMER INTERFAC	EACH	N	306	116,289.85	306	0
E	A0217	02M050	METER:3-PHASE PLC SPLIT METER	EACH	N	0		0	0
E	A0218	44B002	BATTERY: TYPE AA PENLIGHT LR6	PACKET	N	46	1,174.51	46	0
E	A0219	44B003	BATTERY: TYPE C MEDIUM (PER PK	PACKET	N	36	1,231.73	36	0
E	A0220	44B005	BATTERY: TYPE D TORCH (PER PKT	PACKET	N	20	646.80	20	0
E	A0221	02M101	BASE FOR S/P/PHASE PREPAID COMPA	EACH	N	188	10,187.13	182	-4
E	A0222	02M005	METER:3PHASE PRE-PAID-10(100)A	EACH	N	11	9,876.28	11	0
E	A0223	02M060	MODEM: E+ EA GPRS DA WITH RS48	EACH	N	44	90,551.01	44	0
E	A0224	02M009	METER:ENERMAX+ E-MA-454000	EACH	N	29	85,550.00	30	1
E	A0225	02M002	METER:SINGLE PHASE CONVENTIONA	EACH	N	33	6,810.20	33	0
E	A0226	02M001	METER:3PHASE 10(100)AMP CONVEN	EACH	N	18	10,640.69	18	0
E	A0227	02M800	DISTORTION FILTER (PLC)	EACH	N	27	5,940.00	27	0
E	A0228	02M010	METER:ENERMAX(E-MA-15300)&GSM	EACH	N	7	17,246.25	7	0
E	A0229	02M100	METER: 10/60A SINGLE PHASE PRE	EACH	N	12	2,640.03	12	0
E	A0230	02M045	CUSTOMER INTERFACE (TRON ACE90	EACH	N	50	15,000.00	50	0
E	B0013	02J101	JOINT: 50-95MM H.S 1200MM (NSR	EACH	N	2	3,958.40	2	0
E	B0014	02J102	JOINT:120-185MM H.S 1200MM (NS	EACH	N	7	11,970.26	7	0
E	B0015	02J100	JOINT: 16-35MM H.S 1200MM (NRS	EACH	N	2	3,906.92	2	0
E	B0023	02G004	LAMP:125W MERCURY VAPOUR E27	EACH	N	198	3,801.95	198	0
E	B0024	02G005	LAMP:250W NAV-E HPS	EACH	N	42	2,884.96	42	0
E	B0025	02G006	LAMP: 250W MERCURY (HPL-N) E40	EACH	N	37	1,232.10	37	0
E	B0026	02G001	LAMP:400W HPS SON-E HPS E40	EACH	N	32	1,900.94	32	0
E	B0027	02G010	LAMP: 80W MERCURY (HPL-N) E3	EACH	N	72	1,317.16	72	0
E	B0028	02G017	LAMP: 70W HPS SON-E E27 INTERN	EACH	N	379	17,261.32	378	0
E	B0030	02M011	CURRENT TRANSFORMER: 150/5 (32	EACH	N	9	1,027.44	9	0
E	B0031	02M012	CURRENT TRANSFORMER: 200/5 (32	EACH	N	13	1,553.37	13	0
E	B0032	02M013	CURRENT TRANSFORMER: 250/5 (32	EACH	N	15	1,730.66	15	0
E	B0033	02M014	CURRENT TRANSFORMER: 300/5 (36	EACH	N	10	1,238.16	10	0
E	B0034	02M015	CURRENT TRANSFORMER: 350/5 (36	EACH	N	9	749.16	9	0
E	B0035	02M016	CURRENT TRANSFORMER: 400/5 (36	EACH	N	12	929.64	12	0

E-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
E	B0036	02M017	CURRENT TRANSFORMER- 450/5 (36	EACH	N	9	806.56	9	0
E	B0037	02M018	CURRENT TRANSFORMER- 500/5 (65	EACH	N	12	1,504.50	12	0
E	B0038	02M019	CURRENT TRANSFORMER- 600/5 (65	EACH	N	12	1,186.80	12	0
E	B0039	02M020	CURRENT TRANSFORMER- 700/5 (65	EACH	N	12	1,335.12	12	0
E	B0041	02M021	CURRENT TRANSFORMER- 800/5 (65	EACH	N	15	1,483.50	15	0
E	B0042	02M022	CURRENT TRANSFORMER-1000/5 (65	EACH	N	22	2,175.80	22	0
E	B0043	02M031	CURRENT TRANSFORMER- 250/5 (36	EACH	N	13	2,473.14	13	0
E	C0001	02F052	FERRULE: 25MM ORANGE BUNDLE CO	EACH	N	24	505.92	24	0
E	C0002	02F053	FERRULE: 35MM RED BUNDLE CONDU	EACH	N	28	460.95	28	0
E	C0003	02F054	FERRULE: 50MM YELLOW BUNDLE CO	EACH	N	38	801.04	38	0
E	C0004	02F055	FERRULE: 70MM WHITE BUNDLE CON	EACH	N	23	484.84	23	0
E	C0006	02F056	FERRULE: 95MM GREY BUNDLE COND	EACH	N	22	611.45	22	0
E	C0006	02F057	FERRULE: 35MM WEAK BACK	EACH	N	71	433.10	71	0
E	C0007	02F058	FERRULE: 50MM WEAK BACK	EACH	N	80	1,200.00	80	0
E	C0008	02F059	FERRULE: 70MM WEAK BACK	EACH	N	18	191.80	18	0
E	C0009	02F060	FERRULE: 90MM WEAK BACK	EACH	N	25	1,042.24	25	0
E	C0010	02F061	FERRULE: 120MM WEAK BACK	EACH	N	41	762.60	41	0
E	C0015	02F092	FERRULE: 54.6MM NEUTRAL BUNDLE	EACH	N	41	1,465.34	41	0
E	C0016	02F093	FERRULE: 54.6MM NEUTRAL BUNDLE	EACH	N	24	411.05	24	0
E	C0017	02F096	FUSE: 30AMP FLYING	EACH	N	25	641.21	25	0
E	C0020	02L090	LAMP: 11W ENERGY SAVER ES	EACH	N	4	61.84	4	0
E	C0021	02F022	FLUORESCENT BALLAST: 4FT	EACH	N	8	135.36	8	0
E	C0022	02F023	FLUORESCENT BALLAST: 5FT	EACH	N	9	220.50	9	0
E	C0024	02C070	CIRCUIT BREAKER: 3PHASE 100AMP	EACH	N	7	5,736.15	7	0
E	C0025	02C068	CIRCUIT BREAKER: 3PHASE 90AMP	EACH	N	8	6,555.80	8	0
E	C0026	02C068	CIRCUIT BREAKER: 3PHASE 80AMP	EACH	N	8	4,972.84	8	0
E	C0027	02C067	CIRCUIT BREAKER: 3PHASE 70AMP	EACH	N	8	4,972.85	8	0
E	C0028	02C066	CIRCUIT BREAKER: 3PHASE 60AMP	EACH	N	8	4,579.23	8	0
E	C0029	02C065	CIRCUIT BREAKER: 3PHASE 50AMP	EACH	N	8	4,579.23	8	0
E	C0030	02C064	CIRCUIT BREAKER: 3PHASE 40AMP	EACH	N	8	4,579.23	8	0
E	C0031	02C063	CIRCUIT BREAKER: 3PHASE 30AMP	EACH	N	8	4,579.24	8	0
E	C0032	02C062	CIRCUIT BREAKER: 3PHASE 20AMP	EACH	N	8	4,425.81	8	0
E	C0033	02L104	LAMP: 50W DECO COVER	EACH	N	26	195.00	26	0
E	C0045	02L106	LAMP: 50W WACO	EACH	N	11	82.50	11	0
E	C0046	02B009	BOWL FITTINGS	EACH	N	5	117.50	5	0
E	C0048	02F081	FLUORESCENT TUBE 4FT 36W	EACH	N	0	-	0	0
E	C0049	02B041	BUNDLE TIE STRAPS: 200MM	EACH	N	111	246.00	111	0
E	C0050	02C114	CLAMP: DEAD END	EACH	N	6	60.00	6	0
E	C0051	02C113	CONTACTOR: 230V COIL RAB 35 RI	EACH	N	5	5,681.11	5	0
E	C0052	02F015	FUSE: 50AMP STRIKER PIN BUSSMA	EACH	N	6	600.00	6	0
E	C0054	02L084	LUGS: 25X12MM ORANGE BUNDLE CO	EACH	N	23	551.70	23	0
E	C0055	02L085	LUGS: 35X12MM RED BUNDLE CONDU	EACH	N	15	483.15	15	0
E	C0056	02L086	LUGS: 50X12MM YELLOW BUNDLE CO	EACH	N	33	1,062.93	33	0
E	C0057	02L087	LUGS: 70X12MM WHITE BUNDLE CON	EACH	N	15	370.50	15	0
E	C0058	02L088	LUGS: 95X12MM GREY BUNDLE COND	EACH	N	14	389.96	14	0
E	C0060	02F045	FERRULE: 70-70MM COPPER/ALUM (	EACH	N	25	1,732.58	25	0
E	C0060	02F046	FERRULE: 50-50MM COPPER/ALUM (	EACH	N	18	1,205.64	18	0
E	C0061	02F047	FERRULE: 35-35MM COPPER/ALUM (	EACH	N	27	1,634.58	27	0
E	C0062	02F062	FERRULE: 16MM BLUE (MJPB)	EACH	N	28	1,136.80	28	0
E	C0063	02F085	LUGS: 50X10MM COPPER/ALUM (BI-	EACH	N	7	357.42	7	0
E	C0064	02F082	FERRULE: 120-95MM ALUM	EACH	N	3	47.46	3	0
E	C0065	02F083	FERRULE: 35-35MM ALUM	EACH	N	28	276.49	28	0
E	C0066	02F084	FERRULE: 50-50MM ALUM	EACH	N	31	319.79	31	0
E	C0067	02F088	FERRULE: 95-95MM COPPER/ALUM (	EACH	N	21	1,561.98	21	0
E	C0068	02F087	FERRULE: 95-95MM ALUM	EACH	N	24	330.78	24	0
E	C0069	02F086	FERRULE: 70-70MM ALUM	EACH	N	48	799.36	48	0
E	C0070	02L110	LUGS: 70X12MM BLACK BUNDLE CON	EACH	N	37	779.95	37	0
E	C0071	02L103	LAMP FITTING: SLIMLINE OCC01A	EACH	N	2	78.94	2	0
E	C0072	02L102	LAMP FITTING: CHEESECAKE CEILIN	EACH	N	2	78.94	2	0

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E-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
E	C0073	02F024	FLUORESCENT BALLAST 6FT	EACH	N	5	695.00	5	0
E	C0074	02L089	LAMP 220V WHITE BULKHEAD	EACH	N	1	26.50	1	0
E	C0075	02F096	FUSE 35A STRIKER PIN BUSSMAN	EACH	N	1	100.00	1	0
E	C0076	02K010	INSULATORS PORCELAIN	EACH	N	16	164.96	16	0
E	C0077	02P008	PIGTAIL BOLTS M16X380	EACH	N	55	330.18	55	0
E	C0078	02F067	FUSE 71AMP STRIKER PIN BUSSMA	EACH	N	15	3,000.00	15	0
E	C0079	02F096	FUSE 31.5A STRIKER PIN BUSSMA	EACH	N	6	600.00	6	0
E	C0080	02F066	FUSE 31.5AMP 12KV STRIKER PIN	EACH	N	15	4,950.00	15	0
E	D0001	02J001	JOINT 1001 CAST IRON COMPLETE	EACH	N	12	30,199.01	12	0
E	D0002	02J002	JOINT 1002 CAST IRON COMPLETE	EACH	N	7	21,943.13	7	0
E	D0003	02J003	JOINT 1003 CAST IRON COMPLETE	EACH	N	4	15,452.84	4	0
E	D0004	02C013	CABLE COMPOUND (12.7KG)	EACH	N	7	1,729.39	7	0
E	D0005	02K100	POLY BOX PB-A1 POLYETHYLENE/P	EACH	N	12	6,677.16	12	0
E	D0006	02F004	FLUORESCENT TUBES 6FT 50W	EACH	N	69	1,228.20	69	0
E	D0007	02F079	FLUORESCENT TUBE 3FT 30W	EACH	N	3	28.65	3	0
E	E0001	02T031	POLE MOUNTED TRANSFORMER 200KV	EACH	N	3	245,925.51	3	0
E	E0001A	02T301	POLE MOUNTED TRANSFORMER 50 K	EACH	N	0	-	0	0
E	E0002	02K002	KIOSK 6WAY DBL DOOR WITH BUSB	EACH	N	8	16,188.00	8	0
E	E0003	02K003	KIOSK 9WAY DBL DOOR WITH BUSB	EACH	N	8	26,879.49	8	0
E	E0004	02K001	KIOSK 12WAY DBL DOOR WITH BUS	EACH	N	5	19,135.00	5	0
E	E0005	02P031	PIPE 110MMX6M PLASDUCT	LENGTH	N	46	11,895.60	46	0
E	E0006	02P025	POLE 9M WOODEN GUM	EACH	N	5	6,055.00	5	0
E	F0001	02M201	MINIATURE SUBSTATION 315A 1150	EACH	N	1	274,777.88	1	0
E	F0002	02M204	MINIATURE SUBSTATION 630KVA 11	EACH	N	1	284,873.57	1	0
E	F0003	02M205	MINIATURE SUBSTATION 800KVA 11	EACH	N	2	610,025.31	2	0
E	F0004	02M203	MINIATURE SUBSTATION 500KVA 11	EACH	N	0	-	0	0
E	G0001	02C012	CABLE 10MM SPLIT CONCENTRIC +	METER	N	969	28,980.15	969	0
E	G0002	02C015	CABLE 16MMX2CORE CU PVC SWA	METER	N	717	32,127.26	717	0
E	G0003	02C035	CABLE 25MMX4CORE PVC SWA	METER	N	731	75,242.60	731	0
E	G0004	02C037	CABLE 6MMX3CORE PVC SWA	METER	N	490	16,170.00	490	0
E	G0005	02C036	CABLE 16MMX4CORE PVC SWA	METER	N	227	16,968.25	227	0
E	G0006	02C080	CABLE 4X10MMSD 1000V (3CORE)	METER	N	258	5,224.50	258	0
E	G0007	02C082	CABLE 70MMX4CORE PVC SWA	METER	N	300	78,378.12	300	0
E	G0008	02C089	CABLE 25MMX3CORE PILED COPPER	METER	N	313	74,684.96	313	0
E	G0009	02C085	CABLE 95MMX4CORE PVC SWA	METER	N	182	61,948.65	182	0
E	G0010	02C200	BUNDLE CONDUCTOR 70MM X 3CORE	METER	N	500	21,100.00	500	0
E	G0011	02C300	BUNDLE CONDUCTOR 70 X 3 CORE +	METER	N	425	93,287.50	425	0
							<b>R 3,049,786.09</b>		

ANNEXURE F  
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Electrical stock issued after stocktake on 29 June 2015

Stock No	Code	Refer	Date	Quant	Value	Description	Vote No	User
02M045	ISS	108621	30/06/2015	-12.00	-R 3,600.00	CUSTOMER INTERFACE KEYPAD	61421136010501	CHARLC
02M045	ISS	108621	30/06/2015	-15.00	-R 4,500.00	CUSTOMER INTERFACE KEYPAD	61428136010501	CHARLC
02M045	ISS	108621	30/06/2015	-12.00	-R 3,600.00	CUSTOMER INTERFACE KEYPAD	61445136010501	CHARLC

-R 11,700.00

2. E-Store Surplus and Deficit

Electrical Stock - Surplus & Deficit

SURPLUS													
Store	Bln No	e No: E	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	*Count*	Surplus / deficit	Value Per Unit	Value Of Deficit	Value Of Surplus
E	A0129	02F035		CRIMPING FERRULE- 25MM COPPER	EACH	N	145	233.06	129	-16	1.61	-25.72	
E	A0202	02C003		CHOKE-125 WATT MERCURY VAPOUR	EACH	N	98	13 804.47	86	-12	138.62	-1 685.85	
E	A0176	02B029		HEAT SHROUK BOOT: 16MM 3CORE	EACH	N	25	437.56	16	-9	17.50	-157.52	
E	A0128	02F033		CRIMPING FERRULE- 8MM COPPER	EACH	N	140	92.42	136	-4	0.66	-2.84	
E	A0221	02M101		BASE FOR SIPHASE PREPAID COMPA	EACH	N	388	10 167.13	182	-4	54.66	-218.85	
											-2 070.38		
DEFICIT													
Store	Bln No	e No: E	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	*Count*	Surplus / deficit	Value Per Unit	Value Of Deficit	Value Of Surplus
E	A0224	02M009		METERENERMAX+ E+MA-4S4000	EACH	N	29	86 550.00	30	1	2 950.00		2 950.00
											2 950.00		

ANNEXURE G  
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ANNEXURE H  
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E-Store stock to be written-off 30 June 2015

Store	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	*Count*	Surplus / deficit	Value Per Unit
E	A0207A	02T020	TERMINATION:PLC Q/D 650MW/35-	EACH	N	5	1,887.90	4	-1	377.58

## E-STORE-NO MOVE PER. 2014-2015

ANNEXURE I  
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## E-store no movement stock 2014/2015

Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value	Last Iss Date
E	02B009	BOWL FITTINGS	23.50	5	117.50	31/05/2011
E	02B028	HEAT SHRINK BOOT: 16MM SINGLE	19.84	26	515.84	20/07/2012
E	02B029	HEAT SHRINK BOOT: 16MM 3CORE	17.50	25	437.56	7/2/2013
E	02B037	END CAPS: 100-45MM HEAT SHRINK	8.32	28	232.96	31/10/2008
E	02B039	SUSPENSION ASSEMBLY BUNDLE: IN	22.30	6	133.79	16/05/2013
E	02B040	SUSPENSION CLAMP BUNDLE:LV INS	13.14	29	381.04	7/2/2013
E	02C013	CABLE COMPOUND (12.7KG)	247.06	7	1,729.39	17/08/2012
E	02C028	CIRCUIT BREAKER: S/PHASE 100AM	242.19	10	2,421.90	25/02/2013
E	02C047	CIRCUIT BREAKER: S/PHASE 40AMP	82.42	8	659.36	2/4/2013
E	02C048	CIRCUIT BREAKER: S/PHASE 50AMP	91.30	11	1,004.32	12/8/2013
E	02C050	CIRCUIT BREAKER: S/PHASE 70AMP	114.53	12	1,374.37	24/02/2014
E	02C051	CIRCUIT BREAKER: 3PHASE 20AMP	293.40	15	4,401.00	27/01/2012
E	02C052	CIRCUIT BREAKER: 3PHASE 30AMP	310.15	19	5,892.87	6/8/2009
E	02C054	CIRCUIT BREAKER: 3PHASE 50AMP	477.73	9	4,299.56	12/8/2013
E	02C056	CIRCUIT BREAKER: 3PHASE 70AMP	435.00	12	5,220.00	17/06/2014
E	02C058	CIRCUIT BREAKER: 3PHASE 90AMP	490.00	14	6,860.00	17/02/2011
E	02C074	CIRCUIT BREAKER: J.S.O 200AMP	2,360.29	5	11,801.44	8/11/2012
E	02C080	CABLE: 4X10MMSO 1000V (3CORE)	20.25	258	5,224.50	6/2/2014
E	02C082	CABLE: 70MMX4CORE PVC SWA	261.26	300	78,378.12	22/05/2014
E	02C085	CABLE: 95MMX4CORE PVC SWA	340.38	182	61,948.65	23/05/2014
E	02C089	CABLE: 25MMX3CORE PILED COPPER	238.61	313	74,684.96	30/05/2011
E	02C101	CONTACTOR: 400V COIL RAB 35 RI	729.35	4	2,917.39	21/01/2014
E	02F015	FUSE: 50AMP STRIKER PIN BUSSMA	100.00	6	600.00	3/5/2011
E	02F022	FLUORESCENT BALLAST: 4FT	16.92	8	135.36	24/02/2012
E	02F028	FERRULE: 70MM ALUM	9.20	25	229.95	18/06/2012
E	02F029	FERRULE: 95MM ALUM	15.08	26	392.08	28/11/2013
E	02F030	FERRULE:120MM ALUM	20.34	24	488.16	13/08/2012
E	02F031	FERRULE:150MM ALUM	22.00	15	330.00	10/10/2012
E	02F034	CRIMPING FERRULE: 2.5MM COPPE	0.32	100	31.91	10/1/2014
E	02F041	CRIMPING FERRULE:150MM COPPER	17.42	115	2,003.30	8/3/2013
E	02F042	CRIMPING FERRULE:185MM COPPER	23.87	52	1,241.24	28/08/2012
E	02F045	FERRULE: 70-70MM COPPER/ALUM (	69.30	25	1,732.58	28/11/2013
E	02F052	FERRULE: 25MM ORANGE BUNDLE CO	21.08	24	505.92	5/12/2013
E	02F053	FERRULE: 35MM RED BUNDLE CONDU	16.46	28	460.95	5/12/2013
E	02F054	FERRULE: 50MM YELLOW BUNDLE CO	21.08	38	801.04	20/07/2012
E	02F055	FERRULE: 70MM WHITE BUNDLE CON	21.08	23	484.84	27/08/2013
E	02F056	FERRULE: 95MM GREY BUNDLE COND	27.79	22	611.45	27/08/2013
E	02F059	FERRULE: 70MM WEAK BACK	10.10	18	181.80	2/2/2011
E	02F060	FERRULE: 90MM WEAK BACK	41.69	25	1,042.24	6/5/2010
E	02F066	FUSE: 31.5AMP 12KV STRIKER PIN	330.00	15	4,950.00	7/6/2011
E	02F069	FUSELINK: 6AMP STANDARD	7.71	15	115.70	17/07/2012
E	02F070	FUSELINK: 10AMP STANDARD	8.21	25	205.31	11/3/2014
E	02F073	FUSELINK: 30AMP STANDARD	9.31	27	251.41	20/07/2012
E	02F074	FUSELINK: 40AMP STANDARD	11.36	25	283.90	20/07/2012
E	02F075	FUSELINK: 50AMP STANDARD	19.17	25	479.21	20/07/2012
E	02F077	FUSELINK: 80AMP STANDARD	25.78	29	747.52	7/11/2008
E	02F088	FERRULE: 95-95MM COPPER/ALUM (	74.38	21	1,561.98	28/11/2013
E	02F093	FERRULE: 54.6MM NEUTRAL BUNDLE	17.13	24	411.05	8/7/2013
E	02F200	FUSE: 36AMP STRIKER PIN BUSSMA	370.90	1	370.90	14/06/2012
E	02G001	LAMP:400W HPS SON-E HPS E40	59.40	32	1,900.94	15/03/2012

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E-STORE-NO MOVE PER. 2014-2015

E-store no movement stock 2014/2015

E	02G019	GLANDS & SHROUDS. No.0	16.53	15	247.91	16/10/2012
E	02J001	JOINT: 1001 CAST IRON COMPLETE	2,516.58	12	30,199.01	30/05/2011
E	02J002	JOINT: 1002 CAST IRON COMPLETE	3,134.73	7	21,943.13	27/05/2011
E	02J006	WIPING METAL S5	85.27	49	4,178.39	24/10/2013
					349,755.70	

ANNEXURE J  
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R-store stock take on 29 June 2015

#	Site No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
R	A0001	R02P001	COPY PAPER: A4 WHITE	REAM	N	529	26,374.94	529	0
R	A0002	HP005A	HP 05A (HCE505A) P20556H	EACH	N	1	929.06	1	0
R	A0003	R02M008	HP 11A (Q6511A)(2400*2420*2430)	EACH	N	7	8,983.74	7	0
R	A0004	HPCE205A	HP 55A (CRHPC0205A) P3015	EACH	N	3	4,571.57	3	0
R	A0005	R02M002	HP 15A (C7115A)(1000*1000*1200)	EACH	N	5	4,037.92	5	0
R	A0006	HP008	HP 51A (Q2551A)(P3000DN)	EACH	N	5	7,458.46	5	0
R	A0007	R02M007	HP 42A BLACK (Q5942A) 425043S	EACH	N	3	3,694.22	3	0
R	A0008	CE380A	HP 38A BLACK (MODEL AM55 MFP)	EACH	N	8	11,575.60	8	0
R	A0009	R02M003	HP 30A (C4090A)1100.3200.3220	EACH	N	2	1,533.67	2	0
R	A0010	R02M001	HP 12A (Q2612A)(P1010*1020)	EACH	N	90	54,366.47	90	0
R	A0011	R038004	HP 35A BLACK (CB435A) P10025F1	EACH	N	21	14,524.23	21	0
R	A0012	R038010	HP 36A BLACK (LJ P1506)	EACH	N	3	2,249.23	3	0
R	A0013	R02M008	HP 53A (Q2753A) P2010*M2727mp	EACH	N	1	1,029.34	1	0
R	A0014	HP007B	HP 78A BLACK (CE278A)*1560	EACH	N	13	11,105.90	13	0
R	A0015	HP0085	HP 85A (CE285A)(LP 1102)	EACH	N	4	3,064.52	4	0
R	A0016	CP385A	HP 80A (LJ PRO 400MFP PRINTER)	EACH	N	7	7,978.95	7	0
R	A0017	R02C001	HP Q600A BLACK (2600*2600)	EACH	N	19	18,153.17	19	0
R	A0018	R02C003	HP Q600A MAGENTA (2600*2600)	EACH	N	13	13,388.11	13	0
R	A0019	HP003	HP Q396A BLACK (2500*2600*264)	EACH	N	4	3,878.29	4	0
R	A0020	HP006	HP Q396A MAGENTA (2600*2640)	EACH	N	8	8,776.28	8	0
R	A0021	HP005	HP Q396A YELLOW (2500*2600*26)	EACH	N	9	8,321.87	9	0
R	A0022	HP004	HP Q396A CYAN (2550*2620*2640)	EACH	N	3	3,147.34	3	0
R	A0023	R02C004	HP Q600A YELLOW (2600*2600)	EACH	N	14	14,122.88	14	0
R	A0024	R02C002	HP Q600A CYAN (2600*2600)	EACH	N	12	12,235.10	12	0
R	A0025	R03005	HP 15 (C86150E)	EACH	N	5	3,817.26	5	0
R	A0026	R03010	HP 17 TRI-COLOR (C8625AE)	EACH	N	2	454.46	2	0
R	A0027	R03012	HP 23 TRI-COLOR (DESJET 11280)	EACH	N	0	-	0	0
R	A0028	HP0027	HP 27 BLACK (C8727AE)	EACH	N	0	-	0	0
R	A0029	HP0028HE	HP 122X, BLACK (DESJET 1000)	EACH	N	5	1,457.75	5	0
R	A0030	HP0028HE	HP 122X, TRICOLOR (DESJET 1000)	EACH	N	3	831.57	3	0
R	A0031	R038007	HP 79 COLOR (C8579AE)	EACH	N	2	743.88	2	0
R	A0032	R038002	HP 57 COLOR (C8657AE)	EACH	N	3	707.94	3	0
R	A0033	R038001	HP 98 BLACK (C8698AE)	EACH	N	4	801.31	4	0
R	A0034	HP51645A	HP 43A BLACK (CMHP51645A) DESK	EACH	N	5	1,542.15	5	0
R	A0035	HP51641A	HP 41A COLOR (CMHP51641A) DESK	EACH	N	4	1,010.06	4	0
R	A0036	HP007	HP 29 (HP51629A)(PRINTER NO LD)	EACH	N	1	244.30	1	0
R	A0037	R03011	HP 28 TRI-COLOR (C8728AE)	EACH	N	0	-	0	0
R	A0038	HP009A	HP 121 BLACK (C8840HE)(PRINTER)	EACH	N	3	345.00	3	0
R	A0039	HP009B	HP 121 TRI-COLOR (C8843HE)(PR)	EACH	N	3	399.00	3	0
R	A0040	HP0130	HP 130 BLACK (C8767HE)(P6313)	EACH	N	3	674.32	3	0
R	A0041	HP0135	HP 135 COLOR (C8798HE)(P6213)	EACH	N	2	315.83	2	0
R	A0042	HP 871	HPC 871EA, BLACK 920L (HP OF)	EACH	N	4	654.59	4	0
R	A0043	HP 872	HPC 872EA, CYAN 920L (HP OF)	EACH	N	2	207.88	2	0
R	A0044	HP 873	HPC 873EA, MAGENTA 920L (HP O	EACH	N	2	207.88	2	0
R	A0045	HP 874	HPC 874EA, YELLOW 920L (HP OF	EACH	N	2	207.88	2	0
R	A0046	R03404	CANON BC-36Y YELLOW (PRINTER)	EACH	N	3	357.75	3	0
R	A0047	R03405	CANON BC-36M MAGENTA (PRINTER)	EACH	N	3	295.35	3	0
R	A0048	R03406	CANON BC-36C CYAN (PRINTER NO	EACH	N	3	306.51	3	0
R	A0049	R03403	CANON BC-36BK BLACK (PRINTER)	EACH	N	6	697.37	6	0
R	A0050	R03410	CANON BX-3	EACH	N	4	1,260.14	4	0
R	A0051	CA4003	CANON CLJ-BY (YELLOW)(PRINTER)	EACH	N	4	463.67	4	0
R	A0052	CA4002	CANON CLJ-BM (MAGENTA)(PRINTER)	EACH	N	4	463.67	4	0
R	A0053	CA4001	CANON CLJ-BC (CYAN)(PRINTER NO	EACH	N	4	463.67	4	0
R	A0054	CA4000	CANON PDI-BB (BLACK)(PRINTER N	EACH	N	4	529.06	4	0
R	A0055	R03105	LEXMARK 33 COLOR (18C0033)(PRI	EACH	N	3	672.64	3	0
R	A0056	R03104	LEXMARK 34 BLACK (18C0034)(PRI	EACH	N	3	486.80	3	0
R	A0057	R03100	LEXMARK 35 COLOR (18C0035)(PRI	EACH	N	7	1,764.98	7	0
R	A0058	R03102	LEXMARK 33 BLACK (18A0070)(PRI	EACH	N	3	855.82	3	0
R	A0059	R03101	LEXMARK 85 COLOR (L12A1960)(PRI	EACH	N	1	331.12	1	0
R	A0060	R03407	CANON BCI-24 BLACK (PRINTER NO	EACH	N	4	310.60	4	0
R	A0061	R03408	CANON BCI-24 COLOR (PRINTER NO	EACH	N	7	949.08	7	0
R	A0062	CACL511C	CANON CL-511 COLOR (CNCACL511C	EACH	N	6	1,014.30	6	0

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R-store stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
R	A0063	CAFG510B	CANON PG-510 BLACK (CICAFG510)	EACH	N	8	2,044.32	8	0
R	A0064	R01E006	EPSON T086 LIGHT MAGENTA	EACH	N	2	384.00	2	0
R	A0065	R01E005	EPSON T085 LIGHT CYAN	EACH	N	2	384.00	2	0
R	A0066	R01E004	EPSON T084 YELLOW(C13T084401)	EACH	N	2	384.00	2	0
R	A0067	R01E003	EPSON T083 MAGENTA(C13T083401)	EACH	N	3	577.50	3	0
R	A0068	R01E002	EPSON T082 CYAN(C13T082401)	EACH	N	2	349.22	2	0
R	A0069	R01E001	EPSON T081 BLACK(C13T081401)	EACH	N	2	440.19	2	0
R	A0070	R01R204	EPSON FX-2190 (S015327)	EACH	N	4	288.48	4	0
R	A0071	EP0005	EPSON LX-350+ (S01501848750)	EACH	N	6	138.00	6	0
R	A0072	R01R203	EPSON L800(M80) (S1529)(PRIN)	EACH	N	11	55.52	11	0
R	A0073	R01R202	EPSON FX-660 (S015329)(FX-660+)	EACH	N	7	462.83	7	0
R	A0074	R01R201	EPSON ERC303A08 (TM-U2100 PR)	EACH	N	6	155.30	6	0
R	A0075	R01R301	PANASONIC KX-F181 / M3493181	EACH	N	3	652.00	3	0
R	A0076	R02M104	LEXMARK 06A0478E320320	EACH	N	16	7,788.56	16	0
R	A0077	R02C103	LEXMARK 20K0501 MAGENTA(C510)	EACH	N	2	2,238.00	2	0
R	A0078	R02C104	LEXMARK 20K0502 YELLOW(C510) P	EACH	N	2	2,068.00	2	0
R	A0079	R02C102	LEXMARK 20K0500 CYAN (C510) PR	EACH	N	1	1,365.20	1	0
R	A0080	R02M103	LEXMARK 240180E232E230340	EACH	N	5	2,330.75	5	0
R	A0081	R02F002	SAMSUNG SCK4730CE	EACH	N	0	-	0	0
R	A0082	R02M108	LEXMARK 12A17150A422	EACH	N	1	2,001.15	1	0
R	A0083	R02M102	LEXMARK 12A1405 HIGH YIELD (E2)	EACH	N	4	4,710.67	4	0
R	A0084	R01R003	TALLY GENICOM 3300 (080209)	EACH	N	5	3,080.00	5	0
R	A0085	R01R002	TALLY GENICOM 3205+ (052471)	EACH	N	2	436.00	2	0
R	A0086	R01R001	TALLY GENICOM MT80X / 080206 L	EACH	N	3	699.70	3	0
R	A0087	R01R004	TALLY GENICOM T2140T2250 (08)	EACH	N	5	326.06	5	0
R	A0088	T259970	TALLY GENICOM T25970 LONG LF	EACH	N	5	3,906.90	5	0
R	A0089	C4822	HP PRINTHEAD & CLEANER -MAGEN	EACH	N	2	3,412.55	2	0
R	A0090	C4823	HP PRINTHEAD & CLEANER -YELLOW	EACH	N	2	3,412.55	2	0
R	A0091	C4821	HP PRINTHEAD & CLEANER -CYAN	EACH	N	1	1,706.28	1	0
R	A0092	C4820	HP PRINTHEAD & CLEANER -BLACK	EACH	N	2	3,347.34	2	0
R	A0093	OKB410	OKI MB480 TONER M435/5107	EACH	N	2	1,178.88	2	0
R	A0094	CP9625M	HPCE 273A: MAGENTA	EACH	N	12	42,110.35	12	0
R	A0095	CP9625B	HPCE 270A: BLACK	EACH	N	7	15,027.30	7	0
R	A0096	R02H004	HP CC533A MAGENTA (CP 2025/2302)	EACH	N	1	1,224.00	1	0
R	A0097	R02H001	HP CC530A BLACK (CP 2025/2305m)	EACH	N	0	-	0	0
R	A0098	R02H002	HP CC531A CYAN (CP 2025/2306m)	EACH	N	1	1,271.63	1	0
R	A0099	R02H003	HP CC532A YELLOW (CP 2025/2300)	EACH	N	2	2,531.36	2	0
R	A0100	HP902	HP 30A BLACK (HPC9730A) LJ 550	EACH	N	1	2,285.11	1	0
R	A0101	HP9039	HP 30A YELLOW (HPC9732A) LJ 55	EACH	N	1	3,307.94	1	0
R	A0102	HP903C	HP 30A MAGENTA (HPC9733A) LJ 5	EACH	N	1	3,701.00	1	0
R	A0103	HP902A	HP 31A CYAN (HPC9731A) LJ 650	EACH	N	1	3,065.92	1	0
R	A0105	CP9625Y	HPCE 272A: YELLOW	EACH	N	12	42,110.35	12	0
R	A0106	CP9625C	HPCE 271A: CYAN	EACH	N	11	36,601.16	11	0
R	A0107	HPCE322A	HP 128A YELLOW (LJ CM1410)CM14	EACH	N	1	747.85	1	0
R	A0108	HPCE300A	HP 128A BLACK (LJ CM1410)CM141	EACH	N	1	706.81	1	0
R	A0109	HPCE321A	HP 128A CYAN (LJ CM1410)CM141	EACH	N	2	1,495.70	2	0
R	A0110	HPCE323A	HP 128A MAGENTA (LJ CM1410)CM1	EACH	N	2	1,529.00	2	0
R	A0111	C8324HE	HP 179X: BLACK	EACH	N	5	1,123.73	5	0
R	A0112	C8323HE	HP 178X: CYAN	EACH	N	5	1,001.21	5	0
R	A0113	C8324HE	HP 179X: MAGENTA	EACH	N	5	1,001.21	5	0
R	A0114	C8 325HE	HP 176X: YELLOW	EACH	N	5	1,001.21	5	0
R	A0115	LCT7XLBK	BROTHER MFC6610 BLACK	EACH	N	2	603.85	2	0
R	A0116	LCT7XLY	BROTHER MFC6610 YELLOW	EACH	N	2	313.00	2	0
R	A0117	LCT7XLM	BROTHER MFC6610 MAGENTA	EACH	N	2	313.00	2	0
R	A0118	LCT7XLC	BROTHER MFC 6610 CYAN	EACH	N	2	313.00	2	0
R	A0119	CE403A	HP LASERJET 930 COLOR M501 MAG	EACH	N	2	4,308.34	2	0
R	A0120	CE402A	HP LASERJET 930 COLOR M501 YEL	EACH	N	2	4,286.95	2	0
R	A0121	CE401A	HP LASERJET 930 COLOR M501 CYA	EACH	N	2	4,286.95	2	0
R	A0122	CE400A	HP LASERJET 930 COLOR M501 BKA	EACH	N	2	4,424.40	2	0
R	A0123	SAM504	SAMSUNG CLT-Y409 YELLOW (SCAD	EACH	N	2	699.81	2	0
R	A0124	SAM003	SAMSUNG CLT-M409 MAGENTA (SCA	EACH	N	2	724.91	2	0

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Retire stock take on 29 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
R	A0125	SAM002	SAMSUNG CLT-C409 CYAN (SCADA)	EACH	N	2	689.81	2	0
R	A0126	SAM001	SAMSUNG CLT-K409 BLACK (SCADA)	EACH	N	2	820.75	2	0
R	A0127	R02000	CANON FX-3 TONER	EACH	N	2	1,332.88	2	0
R	A0128	SAM005	SAMSUNG SCX 4521F BLACK TONER	EACH	N	2	1,188.72	2	0
R	A0129	R020001	DELL 2339dn BLACK	EACH	N	1	1,451.59	1	0
R	A0130	R020106	LEXMARK 180200 (Q215)	EACH	N	7	3,369.93	7	0
R	A0131	R020005	DELL 1816 (NF488)	EACH	N	2	2,965.04	2	0
R	A0132	R70P012	COPY PAPER: A4 DEEP BLUE	REAM	N	0	-	0	0
R	A0133	R70P008	COPY PAPER: A4 LAZER BRIGHT GR	REAM	N	0	-	0	0
R	A0134	R70P006	COPY PAPER: A4 LAZER BRIGHT GR	REAM	N	10	656.06	10	0
R	A0135	R70P011	COPY PAPER: A4 VIOLET	REAM	N	17	807.55	17	0
R	A0136	R70P014	COPY PAPER: A4 LIME GREEN	REAM	N	23	1,775.34	23	0
R	A0137	R70P009	PAPER: 280MMX370MM 1 PART EYEL	BOX	N	25	8,204.17	25	0
R	A0138	R70P007	COPY PAPER: A4 CORAL PINK	REAM	N	19	850.63	19	0
R	A0139	R70P004	COPY PAPER: A4 MID BLUE (LIGHT	REAM	N	22	1,029.94	22	0
R	A0140	R70P010	COPY PAPER: A4 PEACH	REAM	N	27	1,262.79	27	0
R	A0141	R70P005	COPY PAPER: A4 FOREST GREEN	REAM	N	30	2,264.09	30	0
R	A0142	R70P003	COPY PAPER: A4 SUNLIGHT YELLOW	REAM	N	19	1,482.00	19	0
R	A0143	R70P013	COPY PAPER: A4 RED	REAM	N	22	1,637.37	22	0
R	A0144	R70P002	COPY PAPER: A3 WHITE	REAM	N	4	372.30	4	0
							535,940.55		

ANNEXURE K  
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Printer cartridges and copy paper stock issued after stocktake on 29 June 2015

Bin No	Stock No	Code	Refer	Date	Quant	Value	Description	Vote No
A0010	R02M001	ISS	110203	30/06/2015	-1	-R584.79	HP 12A (Q2612A)(P1010)	1010022074
A0001	R70P001	ISS	110203	30/06/2015	-5	-R206.37	COPY PAPER: A4 WHITE	1010022074
A0137	R70P009	ISS	110203	30/06/2015	-5	-R1,240.83	PAPER: 280MMX370MM	1010022074
A0088	T255670	ISS	110203	30/06/2015	-1	-R781.39	TALLY GENICOM T25567	1010022074

-R2,813.38

ANNEXURE L  
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R-store no movement stock 2014/2015

Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value	Last Iss Date	Last Iss No	Last Ord Date
R	C4820	HP PRINTHEAD & CLEANER - BLACK	1,673.67	2	3,347.34	8/8/2013	86763	30/09/2014
R	CA4000	CANON PGI-5B (BLACK)(PRINTER N	132.27	4	529.06	10/8/2011	75615	19/04/2012
R	CA4001	CANON CLI-6C (CYAN)(PRINTER NO	115.92	4	463.67	10/8/2011	75615	19/04/2012
R	CA4002	CANON CLI-8M (MAGENTA)(PRINTER	115.92	4	463.67	10/8/2011	75615	19/04/2012
R	CA4003	CANON CLI-8Y (YELLOW)(PRINTER	115.92	4	463.67	10/8/2011	75615	19/04/2012
R	CP5525C	HPCE 271A: CYAN	3,509.20	11	36,601.16	24/06/2014	101008	10/04/2013
R	CP5525M	HPCE 273A: MAGENTA	3,509.20	12	42,110.35	24/06/2014	101008	10/04/2013
R	CP5525Y	HPCE 272A: YELLOW	3,509.20	12	42,110.35	24/06/2014	101008	10/04/2013
R	EP0005	EPSON LX-300+ (S015019)(P8750)	23.00	6	138.00	25/04/2014	88938	4/9/2012
R	HP 972	HPC 972EA: CYAN 920XL (HP Ofi	103.84	2	207.68	16/04/2013	75332	13/08/2013
R	HP 973	HPC 973EA: MAGENTA 920XL (HP O	103.84	2	207.68	16/04/2013	75332	13/08/2013
R	HP 974	HPC 974EA: YELLOW 920XL (HP Of	103.84	2	207.68	16/04/2013	75332	13/08/2013
R	HP008	HP 51A (Q7551A)(P3005DN)	1,480.89	5	7,404.46	20/01/2014	98205	31/01/2014
R	HP009A	HP 121 BLACK (CC640HE)(PRINTER	115.00	3	345.00	13/04/2010	66217	18/05/2010
R	HP009B	HP 121 TRI-COLOUR (CC643HE)(PR	133.00	3	399.00	13/04/2010	66217	18/05/2010
R	HP0130	HP 130 BLACK (C8767HE)(P6313)(	224.77	3	674.32	21/09/2011	73678	10/10/2011
R	HP0135	HP 135 COLOR (C8766HE)(P6313)(	157.62	2	315.63	11/8/2011	73672	31/08/2011
R	LC77XLBK	BROTHER MFC6510 BLACK	251.93	2	503.85	8/4/2014	98210	15/05/2014
R	LC77XLC	BROTHER MFC 6510 CYAN	156.50	2	313.00	8/4/2014	98210	15/05/2014
R	LC77XLM	BROTHER MFC6510 MAGENTA	156.50	2	313.00	8/4/2014	98210	15/05/2014
R	LC77XLY	BROTHER MFC6510 YELLOW	156.50	2	313.00	8/4/2014	98210	15/05/2014
R	R01E002	EPSON T0482 CYAN(C13T04824010)	174.61	2	349.22	18/11/2013	82849	30/09/2014
R	R01E003	EPSON T0483 MAGENTA/C13T048340	192.33	3	577.00	18/11/2013	82849	15/04/2014
R	R01E004	EPSON T0484 YELLOW(C13T0484401	192.00	2	384.00	18/11/2013	82849	15/04/2014
R	R01E005	EPSON T0485 LIGHT CYAN	192.00	2	384.00	18/11/2013	82849	15/04/2014
R	R01E006	EPSON T0486 LIGHT MAGENTA	192.00	2	384.00	18/11/2013	82849	15/04/2014
R	R01R002	TALLY GENICOM 2265+ (062471)	218.03	2	436.05	25/02/2014	12126	15/04/2014
R	R01R003	TALLY GENICOM 6300 (086039)	616.00	5	3,080.00	25/06/2012	52150	3/8/2012
R	R01R203	EPSON LX800/MX80 (515296)(PRIN	5.96	11	65.52	18/05/2010	66636	24/05/2012
R	R01R204	EPSON FX-2190 (S015327)	72.12	4	288.48	24/05/2013	83072	25/10/2012
R	R01R301	PANASONIC KX-P181 / M3400181 (	197.33	3	592.00	3/2/2011	54481	14/07/2011
R	R02C102	LEXMARK 20K500 CYAN (C510) PRI	1,365.20	1	1,365.20	14/09/2011	63627	14/09/2012
R	R02C103	LEXMARK 20K0501 MAGENTA(C510)	1,114.00	2	2,228.00	6/6/2012	63830	4/9/2012
R	R02C104	LEXMARK 20K0502 YELLOW(C570) P	1,034.00	2	2,068.00	19/10/2010	68016	14/07/2011
R	R02M006	HP 11A (Q6511A)(2400*2420*2430	1,283.39	7	8,683.74	19/09/2013	88909	3/10/2013
R	R02M007	HP 42A BLACK (Q5942A) 4250/435	1,228.07	3	3,684.22	15/10/2012	80518	19/04/2012
R	R02M102	LEXMARK 12A7405 HIGH YIELD (E3	1,177.67	4	4,710.67	22/02/2013	76349	10/10/2011
R	R02M103	LEXMARK 24016SE(E232/E230/240/	466.15	5	2,330.75	9/7/2013	93505	7/6/2012
R	R02M104	LEXMARK 08A0478(E320/322)	484.91	16	7,758.56	20/02/2013	87708	6/9/2007
R	R02M106	LEXMARK 18S0090 (X215)	481.36	7	3,369.50	8/11/2012	81940	7/6/2012
R	R02M108	LEXMARK 12A4715(X422)	2,001.15	1	2,001.15	25/03/2013	86235	7/6/2012
R	R03K001	HP 56 BLACK (C6656AE)	200.33	4	801.31	6/8/2013	86243	12/9/2013
R	R03K002	HP 57 COLOR (C6657AE)	285.95	3	797.84	8/10/2012	86214	25/10/2012
R	R03K015	HP 17 TRI-COLOR (C6625AE)	232.23	2	464.46	28/03/2013	81948	10/4/2012
R	R03I102	LEXMARK 70 BLACK (12AX970)(PRI	285.27	3	855.82	9/12/2011	71918	9/2/2012
R	R03I104	LEXMARK 34 BLACK (18C0034)(PRI	186.60	3	499.80	2/4/2012	69844	7/6/2012
R	R03I105	LEXMARK 33 COLOR (18C0033)(PRI	224.28	3	672.84	2/4/2012	69844	7/6/2012
R	R03I106	LEXMARK 35 COLOR (18C0035)(PRI	252.14	7	1,764.98	18/06/2010	57921	7/6/2012
R	R03I403	CANON BCI-3eBK BLACK (PRINTER	114.55	6	667.27	9/12/2010	69585	18/01/2011
R	R03I404	CANON BCI-3eY YELLOW (PRINTER	102.59	3	307.76	13/09/2010	69562	19/04/2012
R	R03I405	CANON BCI-3eM MAGENTA (PRINTER	98.52	3	295.55	9/12/2010	69585	19/04/2012
R	R03I406	CANON BCI-3eC CYAN (PRINTER NO	102.17	3	306.51	9/12/2010	69585	19/04/2012
R	R03I407	CANON BCI-24 BLACK (PRINTER NO	77.65	4	310.60	4/2/2011	72862	19/04/2012
R	R03I408	CANON BCI-24 COLOR (PRINTER NO	135.71	7	949.98	8/11/2010	69580	24/05/2012

193,186.35

ANNEXURE M

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## G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	0	02M052	KEYPAD FOR 80 AMP SPLIT RADIO	EACH	N	0	-	0	0
G	0	10T240	TAPS, 15MM HOSE BIBCOCK (PLAST	EACH	N	11	437.91	11	0
G	0	11C306	UNIVERSAL COUPLING,160MM PVC/1	EACH	N	3	761.13	3	0
G	0	11S101	SADDLE,110MMX22MM AC/PVC	EACH	N	7	458.76	7	0
G	0	43B200	BOWSAW, 530MM	EACH	N	6	454.54	6	0
G	0	43D001	CUTTING DISC,115X1.6X22MM STEE	EACH	N	25	450.00	25	0
G	0	43D002	CUTTING DISC,230MM (STEEL)	EACH	N	8	184.00	8	0
G	0	43D003	CUTTING DISC,230X3X22.3MM STON	EACH	N	10	250.00	10	0
G	0	43D100	GRINDING DISC,115MM (STEEL)	EACH	N	5	85.84	5	0
G	0	50C003	CONTI SUITS, 100% COTTON ROYAL	EACH	N	0	-	0	0
G	0	52F001	FACE SHIELD,CLEAR (COMPLETE UN	EACH	N	0	-	0	0
G	0	60B001	BLADE KIT, BLOWER MOWER (Part	EACH	N	4	968.32	4	0
G	0	60B006	BLADE KIT, KUDU FOR KUDU 750	EACH	N	24	791.67	24	0
G	0	60B008	BLADE KIT, BANANA (Part No H1B	EACH	N	2	567.10	2	0
G	0	G0101E010	SPLIT METER, KEYPAD BEC UIU/09	EACH	N	48	5,021.76	48	0
G	A0001	50C030	CONTI SUIT, SIZE 30-100% COTTO	EACH	N	0	-	0	0
G	A0002	50C032	CONTI SUIT, SIZE 32-100% COTTO	EACH	N	21	8,564.32	21	0
G	A0003	50C034	CONTI SUIT, SIZE 34-100% COTTO	EACH	N	35	10,113.25	35	0
G	A0004	50C036	CONTI SUIT, SIZE 36-100% COTTO	EACH	N	20	6,212.35	20	0
G	A0005	50C038	CONTI SUIT, SIZE 38-100% COTTO	EACH	N	46	14,487.70	46	0
G	A0006	50C040	CONTI SUIT, SIZE 40-100% COTTO	EACH	N	28	8,818.60	28	0
G	A0007	50C042	CONTI SUIT, SIZE 42-100% COTTO	EACH	N	49	15,282.89	49	0
G	A0008	50C044	CONTI SUIT, SIZE 44-100% COTTO	EACH	N	36	11,161.12	36	0
G	A0009	50C046	CONTI SUIT, SIZE 46-100% COTTO	EACH	N	24	6,934.80	24	0
G	A0010	50C048	CONTI SUIT, SIZE 48-100% COTTO	EACH	N	40	12,066.57	40	0
G	A0011	50C050	CONTI SUIT, SIZE 50-100% COTTO	EACH	N	25	8,237.50	25	0
G	A0012	50C052	CONTI SUIT, SIZE 52-100% COTTO	EACH	N	22	7,909.00	22	0
G	A0013	50C054	CONTI SUIT, SIZE 54-100% COTTO	EACH	N	17	6,521.50	17	0
G	A0014	50C056	CONTI SUIT, SIZE 56-100% COTTO	EACH	N	4	1,642.00	4	0
G	A0015	50C058	CONTI SUIT, SIZE 58-100% COTTO	EACH	N	2	681.00	2	0
G	A0016	50C060	CONTI SUIT, SIZE 60-100% COTTO	EACH	N	0	-	0	0
G	A0017	50RSM	RAIN SUITS, SMALL - NAVY WITH	EACH	N	0	-	0	0
G	A0018	50RMED	RAIN SUITS, MEDIUM - NAVY WITH	EACH	N	0	-	0	0
G	A0019	50RLAR	RAIN SUITS, LARGE - NAVY WITH	EACH	N	0	-	0	0
G	A0020	50RXL	RAIN SUITS, X-LARGE - NAVY WIT	EACH	N	0	-	0	0
G	A0021	50R2XL	RAIN SUITS, 2-XL - NAVY WITH R	EACH	N	0	-	0	0
G	A0022	50R3XL	RAIN SUITS, 3-XL - NAVY WITH R	EACH	N	7	3,138.19	7	0
G	A0023	40A001	ALL PURPOSE CLEANER / 5L	EACH	N	36	1,829.52	36	0
G	A0024	40B001	BLACK DIP (EYES) / 5L	EACH	N	32	1,090.63	32	0
G	A0025	40B002	BLEACH / 5L	EACH	N	15	322.80	15	0
G	A0026	40D002	DISHWASHER (EXTRA CONCENTRATED	EACH	N	12	395.31	12	0
G	A0027	40D003	DISINFECTANT, LAVENDER (SUPL05	EACH	N	20	430.40	20	0
G	A0028	40D004	DISINFECTANT, PINE OIL-BASED (	EACH	N	8	172.16	8	0
G	A0029	40H002	LIQUID HANDSOAP / 5L	EACH	N	20	781.33	20	0
G	A0030	40H003	HANDY ANDY / 5L	EACH	N	13	341.12	13	0
G	A0031	40W001	AUTOMOTIVE WASH & WAX / 5L	EACH	N	1	35.01	1	0
G	A0032	40F001	FLOOR POLISH (LIQUID) / 5L	EACH	N	14	1,365.00	14	0
G	A0033	40D001	DEO BLOCKS-LARGE-AIR FRESHENER	EACH	N	12	2,108.13	12	0
G	A0034	40U001	URINAL TABLETS /5KG	EACH	N	9	1,751.54	9	0
G	A0035	40H001	HAND CLEANER GRIT / 500ML	EACH	N	36	623.60	36	0
G	A0036	61P002	PENETRATING OIL (400 ML)	EACH	N	32	1,830.40	32	0
G	A0037	42H001	KITCHEN TOWELS, 24X60 SHT]2 PL	EACH	N	240	1,961.24	240	0
G	A0038	42C002	CENTRE FEED PAPER TOWEL ROLLS	EACH	N	20	2,309.56	20	0
G	A0039	81C007	OIL, SPECIAL TWO STROKE OIL (W	EACH	N	75	2,184.00	75	0
G	A0040	63T100	NYLON TRIMMER LINE, 2.4MM X 2.	ROLL	N	7	2,559.85	7	0
G	A0041	61B001	BRAKE FLUID DOT 4 SAE J1703, I	EACH	N	27	787.49	27	0
G	A0042	42T002	TOILET PAPER (TWINSAVER AS PER	EACH	N	2976	8,652.56	2976	0

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G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	A0043	40R001	RAGS (100% COTTON)	KG	N	140	2,121.19	140	0
G	A0044	52G001	GLOVES: 20CM HEAVY WEIGHT (412)	PAIR	N	12	344.05	12	0
G	A0045	50G002	GLOVES: 40CM SHOULDER LENGTH	PAIR	N	0	-	0	0
G	A0046	52G003	GLOVES: CRAYFISH	PAIR	N	0	-	0	0
G	A0047	52G004	GLOVES: PVC KNIT CUFF(MW)	PAIR	N	153	2,134.35	153	0
G	A0048	70P001	COPY PAPER: A4 WHITE	REAM	N	255	10,286.91	255	0
G	A0050	51S004	SAFETY BOOTS: SIZE 4 BLACK	PAIR	N	1	205.00	1	0
G	A0051	51S005	SAFETY BOOTS: SIZE 5 BLACK	PAIR	N	5	1,114.10	5	0
G	A0052	51S006	SAFETY BOOTS: SIZE 6 BLACK	PAIR	N	3	670.88	3	0
G	A0053	51S007	SAFETY BOOTS: SIZE 7 BLACK	PAIR	N	10	2,245.00	10	0
G	A0054	51S008	SAFETY BOOTS: SIZE 8 BLACK	PAIR	N	5	1,122.50	5	0
G	A0055	51S009	SAFETY BOOTS: SIZE 9 BLACK	PAIR	N	5	1,118.00	5	0
G	A0056	51S010	SAFETY BOOTS: SIZE 10 BLACK	PAIR	N	0	-	0	0
G	A0057	51S011	SAFETY BOOTS: SIZE 11 BLACK	PAIR	N	4	824.00	4	0
G	A0058	51S012	SAFETY BOOTS: SIZE 12 BLACK	PAIR	N	14	3,069.00	14	0
G	A0059	51S100	LADIES SAFETY SHOES	PAIR	N	8	2,112.00	8	0
G	A0061	51GS004	GENTS SAFETY SHOES: SIZE 4	PAIR	N	7	1,496.00	7	0
G	A0062	51GS005	GENTS SAFETY SHOES: SIZE 5	PAIR	N	2	428.00	2	0
G	A0063	51GS006	GENTS SAFETY SHOES: SIZE 6	PAIR	N	8	1,880.00	8	0
G	A0064	51GS007	GENTS SAFETY SHOES: SIZE 7	PAIR	N	0	-	0	0
G	A0065	51GS008	GENTS SAFETY SHOES: SIZE 8	PAIR	N	0	-	0	0
G	A0066	51GS009	GENTS SAFETY SHOES: SIZE 9	PAIR	N	2	428.00	2	0
G	A0067	51GS010	GENTS SAFETY SHOES: SIZE 10	PAIR	N	12	2,778.00	12	0
G	A0068	51GS011	GENTS SAFETY SHOES: SIZE 11	PAIR	N	2	428.00	2	0
G	A0069	51GS012	GENTS SAFETY SHOES: SIZE 12	PAIR	N	5	1,066.35	5	0
G	A0071	51S002	SAFETY SPECS CLEAR EURO(2-1-2)	EACH	N	0	-	0	0
G	A0072	52M002	MASK: DISPOSABLE 3M(#8810)SABS	BOX	N	0	-	0	0
G	A0073	43B002	BLADES: 530MM BOWSAW	EACH	N	1	17.00	1	0
G	A0074	43B004	BLADES: 900MM BOWSAW	EACH	N	6	121.67	6	0
G	A0075	51G010	GUMBOOTS	PAIR	N	16	1,085.11	16	0
G	A0077	41B001	BLACK BAGS (750X950X40)	EACH	N	12375	6,496.94	12375	0
G	A0078	41R001	RECYCLE BAGS 750X950X25	EACH	N	500	211.90	500	0
G	B0001	10C001	COUPLING: 15MM C/C (JASWIC ACC	EACH	N	15	237.51	15	0
G	B0002	10C002	COUPLING: 15MM FEMALE (C.F.I)	EACH	N	11	119.51	11	0
G	B0002A	10C003	COUPLING: 15MM MALE (C.M.I) JA	EACH	N	26	308.40	26	0
G	B0003	10C004	COUPLING: 20MM C/C (JASWIC ACC	EACH	N	32	808.96	32	0
G	B0004	10C005	COUPLING: 20MM FEMALE (C.F.I)	EACH	N	15	265.90	15	0
G	B0005	10C006	COUPLING: 20MM MALE (C.M.I)JA	EACH	N	1	20.11	1	0
G	B0006	10R001	REDUCER COUPLING: 20X15MM C/C	EACH	N	18	483.12	18	0
G	B0007	10R002	REDUCER COUPLING: 20MMX15MM MA	EACH	N	0	-	0	0
G	B0008	10R021	REDUCER COUPLER: 25X20MM PLASS	EACH	N	0	-	0	0
G	B0009	10C020	COUPLING: 20MM PLASSON (HDPE C	EACH	N	22	216.48	22	0
G	B0010	10C021	COUPLING: 25MM PLASSON(HDPE CO	EACH	N	9	113.58	9	0
G	B0011	11C100	COUPLING: 50MM SHORT COLLAR	EACH	N	13	861.06	13	0
G	B0012	11C101	COUPLING: 75MM SHORT COLLAR	EACH	N	19	1,921.63	19	0
G	B0013	11C102	COUPLING: 100MM SHORT COLLAR	EACH	N	14	1,858.53	14	0
G	B0014	11C104	COUPLING: 150MM SHORT COLLAR	EACH	N	6	1,402.50	6	0
G	B0015	11C105	COUPLING: 200MM SHORT COLLAR	EACH	N	8	2,550.02	8	0
G	B0016	11C107	COUPLING: 250MM SHORT COLLAR	EACH	N	3	1,226.39	3	0
G	B0017	11C108	COUPLING: 300MM SHORT COLLAR	EACH	N	2	771.48	2	0
G	B0018	11C301	COUPLING: UNIVERSAL 63MM PVC/5	EACH	N	7	857.44	7	0
G	B0019	11C302	COUPLING: UNIVERSAL 75MM PVC (	EACH	N	9	1,210.46	9	0
G	B0020	11C304	UNIVERSAL COUPLING: 90MM PVC (	EACH	N	2	302.48	2	0
G	B0021	11C305	COUPLING: UNIVERSAL 110MM PVC/	EACH	N	4	682.24	4	0
G	B0024	11C207	COUPLING: 200MM V.J / RANGER	EACH	N	1	347.66	1	0
G	B0024A	11C307	UNIVERSAL COUPLING: 200MM PVC/1	EACH	N	1	426.80	1	0
G	B0025	11C213	COUPLING: 177X200 V.J STEPPED/F	EACH	N	3	1,588.38	3	0
G	B0026	11R300	REPAIR COUPLING: 50MM PVC CL12	EACH	N	5	159.57	5	0

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G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	B0027	11R305	REPAIR COUPLING: 63MM PVC CL12	EACH	N	15	867.88	15	0
G	B0028	11R301	REPAIR COUPLING: 75MM PVC CL12	EACH	N	3	135.00	3	0
G	B0029	11R302	REPAIR COUPLING: 90MM PVC CL12	EACH	N	8	401.32	8	0
G	B0030	11R303	REPAIR COUPLING:110MM PVC CL12	EACH	N	4	248.00	4	0
G	B0031	11R304	REPAIR COUPLING:160MM PVC CL12	EACH	N	5	556.20	5	0
G	B0032	10A001	ADAPTOR: 20MMX15MM MALE PLASSO	EACH	N	12	69.31	12	0
G	B0033	10A005	ADAPTOR: 25MMX22MM MALE PLASSO	EACH	N	0	-	0	0
G	B0034	10A006	ADAPTOR: 25MMX25MM MALE PLASSO	EACH	N	0	-	0	0
G	B0035	11A001	ADAPTOR: 50MM CL12 PVC/AC	EACH	N	17	460.77	17	0
G	B0036	11A002	ADAPTOR: 63MM CL12 PVC/AC	EACH	N	4	135.06	4	0
G	B0037	11A003	ADAPTOR: 75MM CL12 PVC/AC	EACH	N	6	243.90	6	0
G	B0038	11A004	ADAPTOR: 90MM CL12 PVC/AC	EACH	N	12	538.90	12	0
G	B0039	11A005	ADAPTOR:110MM CL12 PVC/AC	EACH	N	18	962.64	18	0
G	B0040	11A007	ADAPTOR:160MM CL12 PVC/AC	EACH	N	9	861.64	9	0
G	B0042	11F001	FLANGE ADAPTOR: 50MM AC/63MM P	EACH	N	5	559.68	5	0
G	B0043	11F002	FLANGE ADAPTOR: 75MM PVC (72-8	EACH	N	4	573.81	4	0
G	B0044	11F003	FLANGE ADAPTOR:100MM AC/110MM	EACH	N	4	733.35	4	0
G	B0045	11S300	SOCKET: 63MM PVC CL12 (S/W)	EACH	N	6	21.42	6	0
G	B0046	11S001	SADDLE: 50MM X 22MM C/I COD	EACH	N	11	686.62	11	0
G	B0047	11S200	SADDLE: 50MMX22MM PLASSON	EACH	N	5	125.64	5	0
G	B0048	11S201	SADDLE: 63MMX22MM PLASSON	EACH	N	4	118.10	4	0
G	B0049	11S002	SADDLE: 75MMX22MM C/I COD	EACH	N	13	750.10	13	0
G	B0050	11S202	SADDLE: 75MMX22MM PLASSON	EACH	N	10	219.30	10	0
G	B0051	11S203	SADDLE: 90MMX22MM PLASSON	EACH	N	2	90.00	2	0
G	B0052	11S005	SADDLE:100MMX22MM C/I COD	EACH	N	5	328.10	5	0
G	B0053	11S204	SADDLE:110MMX22MM PLASSON	EACH	N	13	411.91	13	0
G	B0054	11S008	SADDLE:150MMX22MM C/I COD	EACH	N	4	361.31	4	0
G	B0055	11S206	SADDLE:160MMX22MM PLASSON	EACH	N	3	285.18	3	0
G	B0056	11S012	SADDLE:200MMX22MM C/I COD	EACH	N	7	680.40	7	0
G	B0057	11S014	SADDLE:250MMX22MM C/I COD	EACH	N	0	-	0	0
G	B0058	11S015	SADDLE:300MMX22MM C/I COD	EACH	N	10	1,700.79	10	0
G	B0059	11S016	SADDLE:350MMX22MM C/I COD	EACH	N	3	1,455.00	3	0
G	B0060	10W005	WATERMETER: 15MM OPTIMA BRASS	EACH	N	16	9,796.88	16	0
G	B0061	10W004	WATERMETER: 20MM IN BOX (#DW45	EACH	N	26	11,674.41	26	0
G	B0062	10W001	WATERMETER: 15MM ABOVE GROUND	EACH	N	0	-	0	0
G	B0063	11R200	REPAIR CLAMP: 50MM AC (69-76MM	EACH	N	12	2,003.33	12	0
G	B0064	11R201	REPAIR CLAMP: 75MM AC (95-104M	EACH	N	10	2,301.24	10	0
G	B0065	11R202	REPAIR CLAMP: 100MM AC (120-130	EACH	N	9	2,641.79	9	0
G	B0066	11R204	REPAIR CLAMP:150MM AC (173-183	EACH	N	2	689.84	2	0
G	B0067	11R205	REPAIR CLAMP:200MM AC (229-238	EACH	N	3	1,334.04	3	0
G	B0068	10E001	ELBOW: 15MM C/C (JASWIC ACCEPT	EACH	N	17	292.41	17	0
G	B0069	10E004	ELBOW: 15MM WALL-PLATE (C.F.I)	EACH	N	9	245.25	9	0
G	B0070	10E005	ELBOW: 20MM CXC (JASWIC ACCEPT	EACH	N	3	84.21	3	0
G	B0071	10E006	ELBOW: 20MM FEMALE (C.F.I)(JAS	EACH	N	10	279.48	10	0
G	B0072	10E007	ELBOW: 20MM MALE (C.M.I) (JASW	EACH	N	18	444.96	18	0
G	B0073	10E018	ELBOW: 20MM PLASSON MALE	EACH	N	18	199.98	18	0
G	B0074	10E008	ELBOW: 20MM WALL PLATE (C.F.I)	EACH	N	15	569.85	15	0
G	B0075	10E019	ELBOW: 25X15MM MALE PLASSON	EACH	N	4	32.71	4	0
G	B0076	10E020	ELBOW: 25X22MM MALE PLASSON	EACH	N	0	-	0	0
G	B0077	11B001	BENDS: 50MMX22 5 C/I	EACH	N	6	1,033.88	6	0
G	B0079	11B002	BENDS: 50MMX45 C/I	EACH	N	4	1,824.98	4	0
G	B0079	11B003	BENDS: 50MMX90 C/I	EACH	N	2	1,100.00	2	0
G	B0080	11B007	BENDS: 75X90DEG C/I	EACH	N	2	233.15	2	0
G	B0081	11B009	BENDS:100X90DEG (C/I)	EACH	N	3	1,842.00	3	0
G	B0082	11B014	BENDS:150X90 C/I	EACH	N	2	1,048.00	2	0
G	B0083	107300	TEES: 15MM C/C (JASWIC ACCEPTE	EACH	N	25	419.65	25	0
G	B0084	107301	TEES: 20MM C/C (JASWIC ACCEPTE	EACH	N	14	511.21	14	0
G	B0085	107321	TEES: 25MM PLASSON (JASWIC ACC	EACH	N	3	45.96	3	0

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G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	B0086	11T200	TEES: 50MMM C/I	EACH	N	4	964.87	4	0
G	B0087	11T202	TEES: 75MMX75MM (C/I)	EACH	N	6	958.08	6	0
G	B0088	11T203	TEES:100MMX100MM C/I	EACH	N	3	1,350.00	3	0
G	B0089	11T207	TEES:150MMX150MM C/I	EACH	N	1	474.91	1	0
G	B0090	11T201	TEES: 75MMX50MMM C/I	EACH	N	4	368.00	4	0
G	B0091	11T204	TEES:100MMX50MM	EACH	N	2	410.78	2	0
G	B0092	11T205	TEES:100MMX75MM	EACH	N	3	531.84	3	0
G	B0093	11F100	FLANGE TEES: 75X75MM	EACH	N	3	1,533.42	3	0
G	B0094	11F101	FLANGE TEES:100X75MM	EACH	N	2	39.58	2	0
G	B0095	11C400	CROSS: 50X 50MM C/I	EACH	N	1	181.35	1	0
G	B0096	11C401	CROSS: 75X 75MM C/I	EACH	N	3	379.20	3	0
G	B0097	11C411	CROSS: 75X 50MM C/I	EACH	N	4	1,762.29	4	0
G	B0098	11C402	CROSS:100X 50MM C/I	EACH	N	2	1,084.20	2	0
G	B0099	10R020	REDUCER: 22X15MM FEMALE-MALE T	EACH	N	26	228.86	26	0
G	B0100	G0205E03	REDUCER:75MMX50MM C/I	EACH	N	2	963.16	2	0
G	B0101	11R001	REDUCER:100MMX75MM C/I	EACH	N	3	1,086.00	3	0
G	B0102	10R100	RINGS:15MM CONEX	EACH	N	29	86.50	29	0
G	B0103	10R101	RINGS:22MM CONEX	EACH	N	33	136.75	33	0
G	B0104	10T001	TAILPIECES:15MM (H2011)	EACH	N	0	-	0	0
G	B0105	10T002	TAILPIECES:20MM (H2012)	SET	N	1	66.65	1	0
G	B0106	10T100	TAP JUMPERS:15MM BRASS - HP	EACH	N	6	124.86	6	0
G	B0107	10T101	TAP JUMPERS:22MM BRASS - HP	EACH	N	6	141.45	6	0
G	B0108	10T210	TAPS: 15MM C/C STOPCOCK (JASWI)	EACH	N	13	2,095.00	13	0
G	B0109	10T200	TAPS: 15MM HOGE BIBCOCK (JASWI)	EACH	N	13	1,651.52	13	0
G	B0110	10T212	TAPS: 20MM C/C STOPCOCK (JASWI)	EACH	N	38	9,463.90	38	0
G	B0111	10T201	TAPS: 20MM HOGE BIBCOCK (JASWI)	EACH	N	22	3,342.78	22	0
G	B0112	10T213	TAPS: 20MM FEMALE STOPCOCK (JA)	EACH	N	13	1,998.53	13	0
G	B0113	10T230	TAPS: 15MM PUSH-BUTTON (JASWC)	EACH	N	8	2,578.24	8	0
G	B0114	10B100	BALL VALVES: 15MM M/F	EACH	N	9	187.53	9	0
G	B0115	10G001	GATE VALVE: 20MM FXF (JASWC A)	EACH	N	0	-	0	0
G	B0116	10G002	GATE VALVE: 28MM FXF (JASWC A)	EACH	N	4	597.90	4	0
G	B0117	10P100	PLUGS: 15MM GALV MC HOLLOW	EACH	N	16	27.10	16	0
G	B0118	10P101	PLUGS: 22MM GALV MC HOLLOW	EACH	N	4	7.51	4	0
G	B0119	10S001	STOP ENDS: 15MM CONEX	EACH	N	0	-	0	0
G	B0120	10S002	STOP ENDS: 20MM CONEX	EACH	N	10	229.20	10	0
G	B0121	10S003	STOP ENDS: 25MM PLASSON (HDPE)	EACH	N	20	150.60	20	0
G	B0122	G0205D01	STOP ENDS: 50MM C/I	EACH	N	4	367.06	4	0
G	B0123	10B001	BALL COCKS: 20MM MUNICIPAL M/F	EACH	N	32	6,421.27	32	0
G	B0124	10B200	BRASS RUNNING NIPPLE:20MM	EACH	N	28	511.38	28	0
G	B0125	G0204C07	FERRULES: 20MM MALE	EACH	N	20	1,763.72	20	0
G	B0126	10M001	MASTER FLO VALVE:100 KPA	EACH	N	9	5,018.19	9	0
G	B0127	11H300	HYDRANT VALVES: CAP TOP (MULTI)	EACH	N	9	10,077.91	9	0
G	B0128	11T001	T-BOLTS & NUTS:12X85MM BRASS	EACH	N	20	1,472.00	20	0
G	B0129	11T002	T-BOLTS & NUTS:16X85MM BRASS	EACH	N	39	2,521.76	39	0
G	B0131	11B200	BOLTS & NUTS:M16X85MM HDG F/TH	EACH	N	0	-	0	0
G	B0132	11B201	BOLTS & NUTS: 16X90MM HEX HALF	EACH	N	0	-	0	0
G	B0133	10T400	THREAD TAPE	EACH	N	74	140.80	74	0
G	B0134	G0102D07	INSULATION TAPE: BLACK (+33)	EACH	N	10	658.49	10	0
G	B0135	G0102D09	INSULATION TAPE: RED (NO.35)	EACH	N	17	804.10	17	0
G	B0136	G0102D10	INSULATION TAPE: WHITE (NO.35)	EACH	N	20	1,070.69	20	0
G	B0137	G0102D11	INSULATION TAPE: BLUE (NO.35)	EACH	N	28	1,324.40	28	0
G	B0138	G0102D12	INSULATION TAPE: GREEN (NO.35)	EACH	N	2	114.40	2	0
G	B0139	G0102D06	RUBBER TAPE: 34MMX3.2MMX1.6M	EACH	N	25	1,536.65	25	0
G	B0140	11D002	DENSO TAPE (100MM)	EACH	N	15	703.61	15	0
G	B0141	43T001	BARRIER TAPE: 75MMX500MX50MIC	EACH	N	4	173.70	4	0
G	B0142	G02T002	DANGER TAPE: 300MMX50MIC	ROLL	N	2	865.05	2	0
G	B0143	43B001	BLADES: 24T HACKSAW	EACH	N	155	2,738.45	155	0
G	B0144	G0102E03	METER SINGLE PHASE CONVENTIONA	EACH	N	27	4,844.33	27	0

## G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	B0145	G0101E04	METER:3PHASE 10(100)AMP CONVEN	EACH	N	46	27,076.21	46	0
G	B0146	02M100	METER: 1060A SINGLE PHASE PRE	EACH	N	22	4,840.00	22	0
G	B0147	G0102F09	METER:3PHASE PRE-PAID-10(100)A	EACH	N	1	1,376.28	1	0
G	B0148	G0101E05	SPLIT METER: BEC 44 PL (Part N	EACH	N	302	86,804.43	302	0
G	B0149	G0101E09	SPLIT METER: S/PHASE GEMINI EM	EACH	N	0	-	0	0
G	B0150	G02M050	METER:3-PHASE PLC SPLIT METER	EACH	N	0	-	0	0
G	B0151	02M101	BASE FOR S/PHASE PREPAID COMPA	EACH	N	31	1,700.66	31	0
G	B0152	G0101E08	SPLIT METER: KEYPAD BEC UIU /P	EACH	N	13	1,326.00	13	0
G	B0153	G0101E10	SPLIT METER: CUSTOMER INTERFAC	EACH	N	0	-	0	0
G	B0154	02M800	DISTORTION FILTER (PLC)	EACH	N	28	6,160.00	28	0
G	B0155	G0102F06	JOINT KIT: P1 (91-A1)	EACH	N	5	179.35	5	0
G	B0156	G0102F01	JOINT KIT: P2 (91-A2)	EACH	N	1	65.81	1	0
G	B0157	G0102F03	JOINT KIT: P3 (91-A3)	EACH	N	3	443.85	3	0
G	B0158	G0102F02	JOINT KIT: P4 (91-A5)	EACH	N	1	489.24	1	0
G	B0159	G0101E03	LIGHTNING ARRESTORS 11 KV	EACH	N	3	799.95	3	0
G	B0160	G0102B12	GALV. ST. GUY GRIP (AL GREEN 1	EACH	N	18	1,230.02	18	0
G	B0161	G0102B13	POLE TOP MAKE OFFS (5X3 PLP)	EACH	N	21	1,536.58	21	0
G	B0162	G0102B14	FUSES:20A KEBXO	EACH	N	0	-	0	0
G	B0163	G0102F12	FUSES:36A KEBXO H.S	EACH	N	2	743.66	2	0
G	B0164	G0102B15	FUSES:40A KEBXO	EACH	N	12	7,795.20	12	0
G	B0165	G0102F13	FUSES:45A KEBXO H.S	EACH	N	12	4,590.00	12	0
G	B0166	G0102B16	FUSES:83A KEBXO	EACH	N	0	-	0	0
G	B0167	G0102F14	FUSES:80A KEBXO H.S	EACH	N	12	5,454.12	12	0
G	B0168	G0102F16	FUSES: 80A 12KV STRIKER PIN (1	EACH	N	12	6,360.00	12	0
G	B0169	G0102F15	FUSES:90A KEBXO H.S	EACH	N	6	3,173.01	6	0
G	B0170	G0102F05	DROPOLIT FUSES: 11KV SIL C/O 56	EACH	N	6	3,228.00	6	0
G	B0171	G0103F22	LAMP: 16W 2D 2PIN	EACH	N	10	190.00	10	0
G	B0172	G0101D03	LAMP:250W NAV-E HPS	EACH	N	0	-	0	0
G	B0173	G0101D04	LAMP:125W MERCURY VAPOUR E27	EACH	N	100	1,920.10	100	0
G	B0174	G0101D06	LAMP: 70W NAVT SUPER	EACH	N	20	836.49	20	0
G	B0175	G0101D07	LAMP: 70W HPS SON-E E27 INTERN	EACH	N	110	5,133.96	110	0
G	B0176	G0101B06	LAMP:100W B/C	EACH	N	15	132.55	15	0
G	B0177	G0101D02	LAMP: 60W ES	EACH	N	48	369.82	48	0
G	B0178	G0101B16	CRIMPING FERRULE: 95MM COPPER	EACH	N	24	888.37	24	0
G	B0179	G0101B15	CRIMPING FERRULE: 70MM COPPER	EACH	N	68	304.43	68	0
G	B0180	G0101B14	CRIMPING FERRULE: 50MM COPPER	EACH	N	28	106.88	28	0
G	B0181	G0101B13	CRIMPING FERRULE: 35MM COPPER	EACH	N	46	97.67	46	0
G	B0182	G0101B12	CRIMPING FERRULE: 25MM COPPER	EACH	N	29	128.25	29	0
G	B0183	G0102B02	CRIMPING FERRULE: 16MM COPPER	EACH	N	800	1,170.30	800	0
G	B0184	02J101	JOINT: 50-95MM H.S 1200MM (NSR	EACH	N	2	2,225.20	2	0
G	B0185	02T202	TERMINATION KIT:120-185MM 1200	EACH	N	6	7,453.90	6	0
G	B0186	02T102	TERMINATION KIT:120-185MM 650T	EACH	N	6	4,603.86	6	0
G	B0187	G0102B012	TERMINATION KIT: 50-95MM 1200T	EACH	N	6	6,119.15	6	0
G	B0188	G0102B011	TERMINATION KIT: 50-95MM 850T	EACH	N	4	3,636.00	4	0
G	B0190	G0102B010	TERMINATION KIT: 16-35MM 1200T	EACH	N	1	1,104.90	1	0
G	B0191	G0102B10	TERMINATION KIT: 16-35MM HEAT	EACH	N	2	1,703.46	2	0
G	B0192	G0102B09	CONTACTOR: 230V COIL RAB 35 R3	EACH	N	0	-	0	0
G	B0193	G0101B09	CIRCUIT BREAKER: 3PHASE 80AMP	EACH	N	22	17,952.00	22	0
G	B0194	G0101C08	CIRCUIT BREAKER: 3PHASE 60AMP	EACH	N	7	3,861.00	7	0
G	B0195	G0101C07	CIRCUIT BREAKER: 3PHASE 40AMP	EACH	N	2	655.23	2	0
G	B0196	G0102B08	CIRCUIT BREAKER: S/PHASE 80AMP	EACH	N	0	-	0	0
G	B0197	G0101C02	CIRCUIT BREAKER: S/PHASE 63AMP	EACH	N	70	7,570.50	70	0
G	B0198	G0102D02	PLUGTOPS:16A WHITE PVC	EACH	N	4	30.12	4	0
G	B0199	G0102C07	K-CLAMPS: K40	EACH	N	29	186.66	29	0
G	B0200	G0102C10	K-CLAMPS: K32	EACH	N	40	289.46	40	0
G	B0201	G0102C06	K-CLAMPS: 20MM	EACH	N	74	360.15	74	0
G	B0202	G0102C09	K-CLAMPS: K16	EACH	N	41	133.66	41	0
G	B0203	G0101B21	CRIMPING LUGS: 95X12MM COPPER	EACH	N	26	267.63	26	0

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G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	B0204	G0101B20	CRIMPING LUGS: 70X10MM COPPER	EACH	N	41	238.37	41	0
G	B0205	G0101B19	CRIMPING LUGS: 50X10MM COPPER	EACH	N	39	168.46	39	0
G	B0206	G0101B18	CRIMPING LUGS: 35X12MM COPPER	EACH	N	48	106.76	48	0
G	B0207	G0101B17	CRIMPING LUGS: 25X10MM COPPER	EACH	N	52	84.11	52	0
G	B0208	G0102C010	CRIMPING LUGS: 16X6MM COPPER	EACH	N	750	1,233.06	750	0
G	B0209	G0101B10	FUSE: 30AMP FLYING	EACH	N	13	437.45	13	0
G	B0210	G0103F08	FUSE LINK: 2AMP K-SPEED	EACH	N	8	63.76	8	0
G	B0211	G0103F10	FUSE LINK: 5AMP STANDARD	EACH	N	20	167.26	20	0
G	B0212	G0103F11	FUSE LINK: 10A STANDARD	EACH	N	20	187.00	20	0
G	B0213	G0103F12	FUSE LINK: 15AMP STANDARD	EACH	N	19	194.11	19	0
G	B0214	G0103F13	FUSE LINK: 20AMP STANDARD	EACH	N	11	92.84	11	0
G	B0215	G0103F14	FUSE LINK: 25AMP K-SPEED	EACH	N	4	37.68	4	0
G	B0216	G0103F15	FUSE LINK: 30AMP STANDARD	EACH	N	22	226.45	22	0
G	B0217	G0103F16	FUSE LINK: 40AMP K-SPEED	EACH	N	11	139.13	11	0
G	B0218	G0103F17	FUSE LINK: 50AMP STANDARD	EACH	N	4	58.74	4	0
G	B0219	G0103F18	FUSE LINK: 65AMP STANDARD	EACH	N	9	135.99	9	0
G	B0220	G0103F19	FUSE LINK: 80AMP STANDARD	EACH	N	31	782.01	31	0
G	B0221	G0103F20	FUSE LINK: 100AMP STANDARD	EACH	N	22	642.52	22	0
G	B0222	G0102C11	DAYLIGHT SWITCH: 16A SPECTRUM	EACH	N	7	640.50	7	0
G	B0223	G0102C08	DAYLIGHT SWITCH: 16A NATIONAL	EACH	N	10	949.40	10	0
G	B0224	G0102E02	END CAPS: 16MM(LXAC118)	EACH	N	44	776.88	44	0
G	B0225	G0102E09	SHROULDS&CLIPS: SINGLE PHASE(SF1	EACH	N	37	1,143.80	37	0
G	B0226	G0101B04	SHROULDS&CLIPS: THREE PHASE (SF1	EACH	N	14	787.31	14	0
G	B0227	G0102B06	GLANDS: NO 2 PVC	EACH	N	4	30.36	4	0
G	B0228	G0101C04	GLAND & SHROUD: No.2	EACH	N	18	958.32	18	0
G	B0229	G0101C05	GLANDS & SHROULDS: No 3 CABLE	EACH	N	7	300.41	7	0
G	B0230	G0102D03	BAND IT STRAP: 12.5X0.7MMX30M	EACH	N	8	1,117.00	8	0
G	B0231	G0102D04	BAND IT BUCKLES: 12.7MM (100'S	EACH	N	2	151.70	2	0
G	B0232	G0103F06	GLOVES: RUBBER(SIZE 10 - 1100V)	PAIR	N	10	3,465.20	10	0
G	B0233	G0102B11	SOLDERLESS EARTH CONNECTION	EACH	N	6	1,425.87	6	0
G	B0234	G0101B05	END CONNECTORS & SLEEVES: NO.2	EACH	N	106	1,480.63	106	0
G	B0235	G0102C05	LINE TAPS: 150MM (MO 5/8)	EACH	N	15	1,023.75	15	0
G	B0236	G0102C04	LINE TAPS: 70MM (MO 3/0)	EACH	N	85	1,882.49	85	0
G	B0237	G0102C03	LINE TAPS: 50MM (MO 0)	EACH	N	82	1,463.70	82	0
G	B0238	G0102C02	LINE TAPS: 35MM (MO2)	EACH	N	107	1,245.55	107	0
G	B0239	G0102C01	LINE TAPS: 25MM (MO 4)	EACH	N	73	525.32	73	0
G	B0240	G0101B03	LOCK: 40MM MODLOCK YELLOW	EACH	N	125	14,992.16	125	0
G	B0241	G0101B07	LOCK: 40MM MODLOCK BROWN	EACH	N	0	-	0	0
G	B0242	G0101B11	LOCK: 40MM MODLOCK ORANGE	EACH	N	53	6,280.72	53	0
G	B0243	43P001	PADLOCKS: 40MM BRASS KEYED ALI	EACH	N	11	990.22	11	0
G	B0244	12P001	PADLOCKS: 50MM BRASS KEYED ALI	EACH	N	10	1,300.00	10	0
G	C0001	43B101	BROOM: 30CM GUTTER (CODE 48001	EACH	N	8	400.05	8	0
G	C0002	43B102	BROOM: 30CM HOUSEHOLD ( CODE 4	EACH	N	4	116.00	4	0
G	C0003	43M100	MOP: 300G JUMBO ROUND/METAL SOC	EACH	N	0	-	0	0
G	C0004	43H002	HANDLE: PICK 1ST GRADE VARNISH	EACH	N	10	279.10	10	0
G	C0005	43P100	PICK HEAD CND	EACH	N	16	3,440.00	16	0
G	C0006	43R002	RAKE: 16T STEEL GARDEN	EACH	N	1	77.00	1	0
G	C0007	43S001	SHOVEL: ROUND NOSE	EACH	N	6	928.62	6	0
G	C0008	43S003	SPADE: No 2 DIGGING	EACH	N	19	2,831.00	19	0
G	C0009	43F001	FORK: 4 PRONG	EACH	N	6	802.35	6	0
G	C0010	11B015	BENDS: 200X46 C/I	EACH	N	5	6,368.90	5	0
G	C0011	10P010	PIPE: 15MM POLY COP	METE	N	100	242.10	100	0
G	C0012	G0203F06	BELL: TCBYI(TYPE 3A POLYMER)	EACH	N	6	1,323.74	6	0
G	C0013	11V001	VALVES: 50MM PLAIN ENDED(U/G)	EACH	N	2	2,177.56	2	0
G	C0014	11V101	VALVES: 63MM SOCKETED (CAP TOP	EACH	N	5	2,106.16	5	0
G	C0015	11V002	VALVES: 75MM PLAIN ENDED(U/G)	EACH	N	1	1,388.53	1	0
G	C0016	11V102	VALVES: 75MM SOCKETED (CAP TOP	EACH	N	3	2,129.05	3	0
G	C0017	11V003	VALVES: 100MM PLAIN ENDED(U/G)	EACH	N	3	4,705.36	3	0

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G-store stock take on 26 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
G	C0018	11V104	VALVES:110MM SOCKETED FB EPOXY	EACH	N	1	1,270.79	1	0
G	C0019	11V007	VALVES:150MM PLAIN ENDED(U/G)	EACH	N	2	5,168.68	2	0
G	C0020	11V106	VALVES:160MM SOCKETED (CAP TOP	EACH	N	1	2,320.87	1	0
G	C0021	11V008	VALVES:200MM PLAIN ENDED(U/G)	EACH	N	1	4,105.79	1	0
G	C0022	11V107	VALVES:200MM SOCKETED (CAP TOP	EACH	N	1	3,319.30	1	0
G	C0023	G0103F05	CABLE: 16MMX2CORE + 2CORE STRA	METER	N	203	10,363.00	203	0
G	C0024	G0103F04	CABLE:16MMX2 AIRDAC(SPLIT CONC	METER	N	126	3,517.19	126	0
G	C0025	G0103F02	CABLE:16MMX4CORE PVC SWA	METER	N	500	39,000.00	500	0
G	C0026	02C038	CABLE: 6MMX2CORE SWA PVC (SANS	METER	N	559	14,850.39	559	0
G	C0027	G0103F08	WIRE:16MM BARE COPPER	METER	N	536	7,969.98	536	0
G	D0001	11C208	COUPLING 250MM RANGER	EACH	N	7	2,480.21	7	0
G	D0002	11C209	COUPLING 300MM V.J	EACH	N	2	1,152.68	2	0
G	D0003	11C210	COUPLING 350MM V.J	EACH	N	12	8,374.23	12	0
G	D0004	10P011	PIPE: 22MM POLYCOP	METER	N	200	1,068.00	200	0
G	D0005	10P020	PIPE: 25MM Plasson HDPE CL12	METER	N	0	-	0	0
G	D0006	30H001	HYDRANT BOX (TYPE 5 POLYMER)	EACH	N	10	4,834.13	10	0
G	E0001	61C001	OIL: 15-W40 MIXED FLEET ENGIN	METER	N	20	549.68	20	0
G	E0003	61C002	OIL: 80W90 TM AUTOMOTIVE GEAR	METER	N	120	3,388.50	120	0
G	E0004	61C005	OIL: HYDRAULIC 46	METER	N	193	4,664.22	193	0
G	E0005	07C001	TRANSFORMER OIL: 210L (VIRGIN)	DRUM	N	0	-	0	0
G	E0006	61P001	PARAFFIN	METER	N	290	2,966.65	290	0
G	E0007	61G002	GREASE: MULTIS EP2 / 15KG	DRUM	N	1	576.01	1	0
G	P0001	11P106	PIPE: 90MM X 4M CL12 PVC BELL	EACH	N	2	370.52	2	0
G	P0002	11P202	PIPE: 75MMX6M CL12 PVC SOCKETE	EACH	N	9	1,742.76	9	0
G	P0003	11P201	PIPE: 63MMX6M CL12 PVC SOCKETE	EACH	N	23	3,204.59	23	0
G	P0004	11P200	PIPE: 50MMX6M CL12 PVC SOCKETE	EACH	N	9	686.77	9	0
G	P0005	11P105	PIPE:200MMX4M CL12 PVC BELL MO	EACH	N	5	4,497.95	5	0
G	P0006	11P104	PIPE:160MMX4M CL12 PVC BELL MO	EACH	N	6	2,880.00	6	0
G	P0007	11P206	PIPE:160MMX6M CL12 PVC SOCKETE	EACH	N	2	1,346.16	2	0
G	P0008	11P205	PIPE:110MMX6M CL12 PVC SOCKETE	EACH	N	19	6,361.77	19	0
G	P0009	11P204	PIPE: 90MMX6M CL12 PVC SOCKETE	EACH	N	13	3,389.88	13	0
G	P0010	G0103F01	PIPE:110MMX6M PLASDUCT	EACH	N	13	3,361.80	13	0
G	P0011	11P208	PIPE:315MMX6M CL12 PVC SOCKETE	EACH	N	2	5,540.48	2	0
G	P0012	11C010	COLLAR:350MM A/C	EACH	N	5	983.95	5	0
G	P0012	31P001	GALV. STEEL POLE:3.6MX60MM +	EACH	N	0	-	0	0
G	P0013	11C005	COLLAR:300MM A/C	EACH	N	2	248.60	2	0
							<b>R 825,964.26</b>		

ANNEXURE N  
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Gansbaai stock issued and stock transfers after stocktake on 26 June 2015

Bin No	Stock No	Code	Refer	Date	Quant	Value	Description	Vote No
(Stock transfers)								
B0175	G0101D07	STFR	100281	29/06/2015	27	R1,260.14	LAMP: 70W HPS SON-E	40201550411
A0017	50RSML	STFR	106598	29/06/2015	7	R2,628.57	RAIN SUITS: SMALL	40201550411

R3,888.71

(Stock issues)								
E0007	61G002	ISS	108578	29/06/2015	-1	-R576.01	GREASE: MULTIS EP2	61493136010501
A0035	40H001	ISS	108579	29/06/2015	-5	-R86.61	HAND CLEANER GRIT	6162136010501
A0043	40R001	ISS	108579	29/06/2015	-10	-R151.51	RAGS (100% COTTON)	6162136010501
A0036	61P002	ISS	108579	29/06/2015	-4	-R203.80	PENETRATING OIL (400ml)	6162136010501
B0146	02M100	ISS	108622	30/06/2015	-1	-R220.00	METER: 10/60A SINGLE PHASE	61149136010501
B0151	02M101	ISS	108622	30/06/2015	-1	-R54.86	BASE FOR S/PHASE PRE PAID	61149136010501
C0023	G0103F05	ISS	108622	30/06/2015	-15	-R765.00	CABLE: 16MMX2CORE + PILOT	61149136010501
A0041	61B001	ISS	108718	30/06/2015	-2	-R58.33	BRAKE FLUID DOT 4 SAE	61493136010501

-R2,116.12

ANNEXURE 0  
III

G-store stock to be written of 30 June 2015

Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value		Last Iss Date
G	11C213	COUPLING:177X200 V.J STEPPED(F	562.793	3	R 1,688.38	2007	29/05/2007
G	11P104	PIPE:160MMX4M CL12 PVC BELL MO	480	6	R 2,880.00	2008	28/11/2008
G	11C208	COUPLING:250MM RANGER	354.315	7	R 2,480.21	2011	7/12/2011
G	11C207	COUPLING:200MM V.J / RANGER	347.66	1	R 347.66	2012	12/10/2012
G	11C400	CROSS: 50X 50MM C/I	181.35	1	R 181.35	2012	7/3/2012
G	10T230	TAPS: 15MM PUSHBUTTON (JASWIC	334.53	8	R 2,676.24	2013	3/4/2013
G	G0205E03	REDUCER:75MMX50MM C/I	481.58	2	R 963.16	2013	26/02/2013
					<b>R 11,217.00</b>		

ANNEXURE P  
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G-store no movement stock 2014/2015

Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value	Last Iss Date
G	02J101	JOINT: 50-95MM H.S 1200MM (NSR)	1,112.80	2	2,225.20	25/06/2014
G	02M800	DISTORTION FILTER (PLC)	220.00	28	6,160.00	5/9/2013
G	10B200	BRASS RUNNING NIPPLE:20MM	18.26	28	511.38	7/3/2014
G	10T230	TAPS: 15MM PUSHBUTTON (JASWIC)	334.53	8	2,676.24	3/4/2013
G	11A004	ADAPTOR: 90MM CL12 PVC/AC	44.74	12	536.90	24/03/2014
G	11B001	BENDS: 50MMX22.5 C/I	172.31	6	1,033.86	18/10/2013
G	11B002	BENDS: 50MMX45 C/I	456.25	4	1,824.98	15/10/2013
G	11B003	BENDS: 50MMX90 C/I	550.00	2	1,100.00	25/11/2013
G	11B007	BENDS: 75X90DEG C/I	116.58	2	233.15	5/4/2011
G	11B009	BENDS: 100X90DEG (C/I)	614.00	3	1,842.00	23/09/2013
G	11B014	BENDS: 150X90 C/I	524.00	2	1,048.00	12/6/2012
G	11C005	COLLAR:300MM A/C	124.30	2	248.60	30/12/2013
G	11C104	COUPLING: 150MM SHORT COLLAR	233.75	6	1,402.50	12/7/2012
G	11C105	COUPLING: 200MM SHORT COLLAR	318.75	8	2,550.02	14/01/2014
G	11C107	COUPLING: 250MM SHORT COLLAR	408.80	3	1,226.39	17/07/2013
G	11C108	COUPLING: 300MM SHORT COLLAR	385.74	2	771.48	27/12/2013
G	11C207	COUPLING: 200MM V.J / RANGER	347.66	1	347.66	12/10/2012
G	11C208	COUPLING: 250MM RANGER	354.32	7	2,480.21	7/12/2011
G	11C209	COUPLING: 300MM V.J	576.34	2	1,152.68	13/06/2014
G	11C210	COUPLING: 350MM V.J	697.85	12	8,374.23	27/12/2013
G	11C213	COUPLING: 177X200 V.J STEPPED(F	562.79	3	1,688.38	29/05/2007
G	11C400	CROSS: 50X 50MM C/I	181.35	1	181.35	7/3/2012
G	11C401	CROSS: 75X 75MM C/I	126.40	3	379.20	6/2/2012
G	11F003	FLANGE ADAPTOR:100MM AC/110MM	183.34	4	733.35	27/08/2012
G	11F100	FLANGE TEES: 75X75MM	511.14	3	1,533.42	2/4/2013
G	11F101	FLANGE TEES: 100X75MM	19.79	2	39.58	25/11/2013
G	11P104	PIPE: 160MMX4M CL12 PVC BELL MO	480.00	6	2,880.00	28/11/2008
G	11P106	PIPE: 90MM X 4M CL12 PVC BELL	185.26	2	370.52	7/6/2011
G	11R001	REDUCER:100MMX75MM C/I	362.00	3	1,086.00	12/10/2010
G	11R300	REPAIR COUPLING: 50MM PVC CL12	31.91	5	159.57	13/11/2013
G	11S015	SADDLE: 300MMX22MM C/I COD	170.08	10	1,700.79	14/11/2012
G	11S016	SADDLE: 350MMX22MM C/I COD	485.00	3	1,455.00	14/03/2014
G	11S101	SADDLE: 110MMX22MM AC/PVC	65.54	7	458.78	24/01/2014
G	11S300	SOCKET: 63MM PVC CL12 (S/W)	3.57	6	21.42	18/07/2013
G	11T200	TEES: 50MMMM C/I	241.22	4	964.87	11/1/2008
G	11T201	TEES: 75MMX50MMMM C/I	92.00	4	368.00	23/07/2008
G	11T202	TEES: 75MMX75MM (C/I)	159.68	6	958.08	23/10/2012
G	11T203	TEES: 100MMX100MM C/I	450.00	3	1,350.00	25/11/2013
G	11T204	TEES: 100MMX50MM	205.39	2	410.78	20/10/2009
G	11T205	TEES: 100MMX75MM	177.28	3	531.84	5/7/2012
G	11V107	VALVES: 200MM SOCKETED (CAP TOP	3,319.30	1	3,319.30	12/10/2012
G	43B004	BLADES: 900MM BOWSAW	20.28	6	121.67	3/4/2013
G	G0101B10	FUSE: 30AMP FLYING	33.65	13	437.45	12/1/2009
G	G0101B16	CRIMPING FERRULE: 95MM COPPER	27.85	24	668.37	26/02/2014
G	G0101C05	GLANDS & SHROUDS: No.3 CABLE	42.92	7	300.41	24/04/2012
G	G0101C07	CIRCUIT BREAKER: 3PHASE 40AMP	327.62	2	655.23	23/07/2013
G	G0102B010	TERMINATION KIT: 16-35MM 1200T	1,104.90	1	1,104.90	15/04/2014
G	G0102B011	TERMINATION KIT: 50-95MM 650T	909.00	4	3,636.00	19/05/2014
G	G0102B012	TERMINATION KIT: 50-95MM 1200T	1,019.86	6	6,119.15	19/02/2014
G	G0102B06	GLANDS: NO 2 PVC	7.59	4	30.36	18/04/2013
G	G0102B10	TERMINATION KIT: 16-35MM HEAT	851.73	2	1,703.46	4/11/2013
G	G0102B11	SOLDERLESS EARTH CONNECTION	237.65	6	1,425.87	3/3/2014
G	G0102B13	POLE TOP MAKE OFFS (5X8 PLP)	73.17	21	1,536.58	27/11/2013
G	G0102B15	FUSES: 40A KEBXD	649.60	12	7,795.20	19/02/2014
					83,870.38	

ANNEXURE Q  
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Ketere stock take on 28 June 2015

Sl	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
K	1001	430001	FACE (100% COTTON)	KG	N	20	207.58	20	0
K	1011A	300003	COPIE SUITS 100% COTTON ROYAL	EACH	N	3	0	3	0
K	1000	431110	REFUSE SHEETS P.V. CLIMAX2000	EACH	N	3	1,128.33	3	0
K	1000	330001	WELDING ROOS VITAMAX (2.5 x 3)	KG	N	1	35.00	1	0
K	1004	331100	NYLON TRIMMER LINE 2.4MM X 2	ROLL	N	7	2,555.71	7	0
K	1006	430100	SLICOME - CLEAR	EACH	N	12	358.66	12	0
K	1006	110002	SAFETY SPECIES CLEAR (JURKOJ-1.2)	EACH	N	3	57.96	3	0
K	1007	330002	MASK DISPOSABLE 3MARE1000000	EACH	N	2	151.48	2	0
K	1008	520000	GLOVES LATEX EXAMINATION GLOV	BOX	N	11	757.90	11	0
K	1006	520001	FACE SHIELD CLEAR (COMPLETE UN	EACH	N	3	58.05	3	0
K	1000A	520002	VISOR FOR FACE SHIELDS (CLEAR)	EACH	N	4	87.25	4	0
K	1010	430200	DUST PAN	EACH	N	13	780.59	13	0
K	1011	401001	HAND CLEANER GRIT 1 500ML	EACH	N	8	146.72	8	0
K	1011A	430005	BLADE 300MM X 20MM CENTRE HD	EACH	K	21	4,873.90	21	0
K	1012	430002	BLADES 530MM BOWSAW	EACH	N	5	81.00	5	0
K	1013	430003	BLADES 600MM BOWSAW	EACH	N	4	68.80	4	0
K	1014	430004	BLADES JHT HACKSAW	EACH	N	19	230.05	19	0
K	1015	430101	GRINDING DISC 230MM STEEL	EACH	N	8	112.48	8	0
K	1018	520007	GLOVES 40CM SHOULDER LENGTH	PAIR	N	32	2,240.00	32	0
K	1017	520001	GLOVES 20CM HEAVY WEIGHT (AT2	PAIR	N	11	219.57	11	0
K	1018	520004	GLOVES PVC KMT CLIFFMMW	PAIR	N	30	484.15	30	0
K	1018	520003	GLOVES CRAYFISH	PAIR	N	189	2,238.59	189	0
K	1020	430011	TOILET BRUSH CURVED PIPE	EACH	N	12	240.00	12	0
K	1022	430000	SCRUBBER BRUSH S-SHAPED WOOD	EACH	N	8	154.00	8	0
K	1023	430000	BRUSHES 18 PLASTIC	EACH	N	19	366.14	19	0
K	1024A	510004	SAFETY BOOTS SIZE 4 BLACK	PAIR	N	2	1,081.34	2	0
K	1024B	510005	SAFETY BOOTS SIZE 5 BLACK	PAIR	N	2	855.07	2	0
K	1024C	510006	SAFETY BOOTS SIZE 6 BLACK	PAIR	N	1	214.23	1	0
K	1024D	510007	SAFETY BOOTS SIZE 7 BLACK	PAIR	N	7	1,524.53	7	0
K	1024E	510008	SAFETY BOOTS SIZE 8 BLACK	PAIR	N	15	3,254.30	15	0
K	1024F	510009	SAFETY BOOTS SIZE 9 BLACK	PAIR	N	12	2,680.14	12	0
K	1024G	510010	SAFETY BOOTS SIZE 10 BLACK	PAIR	N	4	888.02	4	0
K	1024H	510011	SAFETY BOOTS SIZE 11 BLACK	PAIR	N	3	817.75	3	0
K	1024I	510012	SAFETY BOOTS SIZE 12 BLACK	PAIR	N	2	448.02	2	0
K	1025	510010	GUMBOOTS	PAIR	N	30	2,023.15	30	0
K	1025A	510100	LADIES SAFETY SHOES	PAIR	N	13	3,432.00	13	0
K	1026	500002	RAIN TROUSER	EACH	N	10	275.00	10	0
K	1026A	500001	RAIN SUITS NAVY UNLINED RUBBER	EACH	N	0	0	0	0
K	1026B	500001	RAIN SUITS SMALL - NAVY WITH	EACH	N	1	388.01	1	0
K	1026C	500002	RAIN SUITS MEDIUM - NAVY WITH	EACH	N	0	0	0	0
K	1026D	500003	RAIN SUITS LARGE - NAVY WITH	EACH	N	0	0	0	0
K	1026E	500004	RAIN SUITS X-LARGE - NAVY WITH	EACH	N	0	0	0	0
K	1026F	500005	RAIN SUITS 2-XL - NAVY WITH H	EACH	N	4	1,624.95	4	0
K	1026G	500006	RAIN SUITS 3-XL - NAVY WITH H	EACH	N	8	3,488.01	8	0
K	1027	530003	RAIN SUITS FLUORESCENT LINER	EACH	N	0	0	0	0
K	1027A	510000A	GENTS SAFETY SHOES SIZE 4	PAIR	N	2	642.00	2	0
K	1027B	510000B	GENTS SAFETY SHOES SIZE 5	PAIR	N	2	428.00	2	0
K	1027C	510000C	GENTS SAFETY SHOES SIZE 6	PAIR	N	4	888.00	4	0
K	1027D	510000D	GENTS SAFETY SHOES SIZE 7	PAIR	N	4	888.00	4	0
K	1027E	510000E	GENTS SAFETY SHOES SIZE 8	PAIR	N	1	214.00	1	0
K	1027F	510000F	GENTS SAFETY SHOES SIZE 9	PAIR	N	2	642.00	2	0
K	1027G	510000G	GENTS SAFETY SHOES SIZE 10	PAIR	N	2	428.00	2	0
K	1027H	510000H	GENTS SAFETY SHOES SIZE 11	PAIR	N	3	642.00	3	0
K	1027I	510000I	GENTS SAFETY SHOES SIZE 12	PAIR	N	2	428.00	2	0
K	2001	101200	TEES 15X180MM REDUCING GASK	EACH	N	7	113.54	7	0
K	2001A	100002	ADAPTOR 20MMX20MM FM PLOSSON	EACH	N	28	136.01	28	0
K	2002	100008	REDUCER ELBOW 20X19MM C/C	EACH	N	2	66.05	2	0
K	2002A	100003	ADAPTOR 20MMX20MM MALE PLOSSON	EACH	N	23	136.57	23	0
K	2003	100002	ELBOW 19MM FEMALE (C/F) LAS	EACH	N	21	218.75	21	0
K	2003A	100005	ADAPTOR 20MMX20MM MALE PLOSSON	EACH	N	19	131.62	19	0
K	2004	100006	ELBOW 20MM FEMALE (C/F) LAS	EACH	N	21	309.90	21	0
K	2005	100003	ELBOW 19MM MALE (C/M) LAS/W	EACH	N	20	306.49	20	0
K	2006	100005	ELBOW 20MM C/C LAS/W ACCEPTE	EACH	N	52	1,407.12	52	0
K	2007	100001	ELBOW 19MM C/C LAS/W ACCEPTE	EACH	N	96	363.51	96	0
K	2008	100007	ELBOW 20MM MALE (C/M) LAS/W	EACH	N	64	1,392.98	64	0
K	2009	101450	THREAD TAPE	EACH	N	100	190.00	100	0
K	2010	100006	COUPLING 20MM MALE (C/M) LAS	EACH	N	51	1,025.81	51	0
K	2011	100003	COUPLING 19MM MALE (C/M) LAS	EACH	N	29	287.17	29	0
K	2011B	100005	COUPLING 20MM FEMALE (C/F) LAS	EACH	N	32	675.36	32	0
K	2012	100002	COUPLING 19MM FEMALE (C/F) LAS	EACH	N	19	214.84	19	0
K	2013	100004	COUPLING 20MM C/C LAS/W AC	EACH	N	72	1,620.15	72	0
K	2014	100001	COUPLING 19MM C/C LAS/W AC	EACH	N	72	1,402.45	72	0
K	2015	100001	REDUCER COUPLING 20X19MM C/C	EACH	N	36	807.81	36	0
K	2016	101200	TEES 19MM C/C LAS/W ACCEPTE	EACH	N	19	207.82	19	0
K	2017	100002	REDUCER COUPLING 20MMX19MM MA	EACH	N	8	111.24	8	0
K	2017A	100003	COUPLING 20MM PLOSSON (C/F) C	EACH	N	27	276.40	27	0
K	2018	100003	REDUCER COUPLING 20X20MM C/C	EACH	N	7	268.54	7	0
K	2018A	100004	ELBOW 19MM WALL PLATE (C/F) LAS	EACH	N	13	336.29	13	0
K	2019	101200	TEES 20MM PLOSSON LAS/W AC	EACH	N	6	96.79	6	0
K	2020	101201	TEES 20MM C/C LAS/W ACCEPTE	EACH	N	1	47.80	1	0
K	2021	101201	TEES 20MM PLOSSON LAS/W AC	EACH	N	2	32.52	2	0
K	2022	101211	TAPS 15MM FEMALE STOPCOCK (LA	EACH	N	12	1,341.84	12	0
K	2023	101200	TAPS 15MM HOSE BRICKOCK (LAS/W	EACH	N	8	734.34	8	0
K	2024	101210	TAPS 15MM C/C STOPCOCK (LAS/W	EACH	N	11	1,274.74	11	0

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Kiara stock take on 28 June 2015

S	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
K	2025	108991	BALL COCKS 20MM MUNICIPAL W/P	EACH	N	19	3,005.03	19	0
K	2026	107212	TAPS 20MM CG STOPCOCK (JASW)	EACH	N	8	1,494.30	8	0
K	2026A	107240	TAPS 19MM HOSE BR/COCK (PLAST)	EACH	N	8	320.88	8	0
K	2027	107301	TAPS 19MM HOSE BR/COCK (JASW)	EACH	N	2	-	2	0
K	2028	10W005	WATERMETER 20MM KSM-T CL C PL	EACH	N	2	-	2	0
K	2031	101382	TAL PIECES 20MM (H201)	SET	N	6	-	6	0
K	2031A	101381	TAL PIECES 15MM (H201)	SET	N	6	219.26	6	0
K	2032	10W005	WATERMETER 15MM OPTIMA BRASS	EACH	N	4	2,448.74	4	0
K	2032	10W006	WATERMETER 15MM PGM-T BRASS	EACH	N	6	1,767.88	6	0
K	2034	10W000	WATERMETER 15MM KSM-T CL C PL	EACH	N	3	1,435.60	3	0
K	2035	108300	BRASS RUNNING OFF/PLE 20MM	EACH	N	2	112.00	2	0
K	2036	103911	STOP ENDS 15MM CONEX	EACH	N	13	192.78	13	0
K	2036A	103916	ELBOW 20MM BALL PLATE (C.F.I)	EACH	N	6	219.60	6	0
K	2037	103932	STOP ENDS 20MM CONEX	EACH	N	7	152.35	7	0
A	2038	110501	DERMO PASTE (500G)	EACH	N	3	538.19	3	0
K	2039	11V901	VALVES 50MM PLAN ENDED (UG)	EACH	N	2	2,358.33	2	0
K	2040	11V902	VALVES 75MM PLAN ENDED (UG)	EACH	N	1	1,320.00	1	0
K	2041	11V903	VALVES 100MM PLAN ENDED (UG)	EACH	N	1	1,467.56	1	0
K	2042	11H001	HYDRAV TEES 75MM TABLE D (C)	EACH	N	1	205.91	1	0
K	2043	11H002	HYDRAV TEES 100MM TABLE D (C)	EACH	N	1	83.05	1	0
K	2044	10W004	WATERMETER 20MM IN BOX (KOWAS)	EACH	N	46	30,206.18	46	0
K	2046A	11C358	UNIVERSAL COUPLING 160MM PVC (I)	EACH	N	5	1,259.44	5	0
K	2046B	11H302	HYDRAV VALVES CAP TOP (M.A.T)	EACH	N	4	4,414.86	4	0
K	2046	107213	TAPS 20MM FEMALE STOPCOCK (L.A)	EACH	N	25	3,883.18	25	0
K	2046A	10C301	COUPLING 20MM P/ASSON/D/PE (C)	EACH	N	20	254.88	20	0
K	2046B	20P100	PVC WELD (500ML)	EACH	N	1	77.99	1	0
K	2046	11A939	ADAPTOR 200MM CL 12 PVC (AC)	EACH	N	8	501.78	8	0
K	2047	11A937	ADAPTOR 100MM CL 12 PVC (AC)	EACH	N	4	428.46	4	0
K	2048	11A932	ADAPTOR 63MM CL 12 PVC (AC)	EACH	N	18	348.26	18	0
K	2048	11A303	ADAPTOR 75MM CL 12 PVC (AC)	EACH	N	15	524.88	15	0
K	2050	11A935	ADAPTOR 110MM CL 12 PVC (AC)	EACH	N	18	348.26	18	0
K	2051	11C465	CROSS 30X 50MM (C)	EACH	N	1	22.72	1	0
K	2052	11C461	CROSS 75X 75MM (C)	EACH	N	1	119.00	1	0
K	2053	11C466	CROSS 100X 75MM (C)	EACH	N	1	138.00	1	0
K	2054	11C463	CROSS 100X 100MM (C)	EACH	N	1	22.72	1	0
K	2055	11C462	CROSS 125X 75MM (C)	EACH	N	1	43.84	1	0
K	2056	11S205	SADDLE 105MMX22MM P/ASSON	EACH	N	8	384.70	8	0
K	2057	11S206	SADDLE 105MMX22MM P/ASSON	EACH	N	4	483.20	4	0
K	2058	11S207	SADDLE 200MM X 23MM P/ASSON	EACH	N	4	3,055.20	4	0
K	2059	11S402	STOP ENDS 100MM GMS-AC	EACH	N	1	141.77	1	0
K	2060	11S403	STOP ENDS 125MM GMS-AC	EACH	N	2	502.00	2	0
K	2061	11S204	SADDLE 110MMX22MM P/ASSON	EACH	N	2	91.10	2	0
K	2062	11S202	SADDLE 75MMX22MM P/ASSON	EACH	N	11	341.00	11	0
K	2063	11S201	SADDLE 63MMX22MM P/ASSON	EACH	N	7	116.43	7	0
K	2064	11S200	SADDLE 50MMX22MM P/ASSON	EACH	N	35	499.90	35	0
K	2065	11S001	SADDLE 100MMX22MM (C) OOD	EACH	N	89	448.77	90	0
K	2066	11S002	SADDLE 75MMX22MM (C) OOD	EACH	N	9	261.37	9	0
K	2067	11S003	SADDLE 100MMX22MM (C) OOD	EACH	N	3	336.63	3	0
K	2068	11S208	SADDLE 125MMX22MM (C) OOD	EACH	N	2	108.89	2	0
K	2069	11S004	SADDLE 150MMX22MM (C) OOD	EACH	N	11	463.99	11	0
K	2070	11S010	SADDLE 200MMX22MM (C) OOD	EACH	N	4	396.94	4	0
K	2071	11C101	COUPLING 75MM SHORT COLLAR	EACH	N	11	1,231.42	11	0
K	2072	11C100	COUPLING 50MM SHORT COLLAR	EACH	N	12	1,085.82	12	0
K	2073	11S016	SADDLE 300MMX22MM (C) OOD	EACH	N	3	482.52	3	0
K	2074	11S018	SADDLE 225MMX22MM (C) OOD	EACH	N	1	91.29	1	0
K	2075	11C102	COUPLING 100MM 9-ORT COLLAR	EACH	N	12	1,720.44	12	0
K	2076	11C103	COUPLING 125MM 9-ORT COLLAR	EACH	N	3	430.83	3	0
K	2077	11C104	COUPLING 150MM 9-ORT COLLAR	EACH	N	9	2,216.71	9	0
K	2078	11C105	COUPLING 200MM 9-ORT COLLAR	EACH	N	15	4,130.41	15	0
K	2078A	11R200	REPAIR CLAMP 50MM AC 85-75MM	EACH	N	7	1,351.52	7	0
K	2078B	11R201	REPAIR CLAMP 75MM AC 95-104MM	EACH	N	7	1,721.29	7	0
K	2078C	11R202	REPAIR CLAMP 100MM AC 112-130	EACH	N	2	428.82	2	0
K	2078D	11R203	REPAIR CLAMP 125MM AC 114-150	EACH	N	9	2,435.11	9	0
K	2078E	11R204	REPAIR CLAMP 150MM AC 113-163	EACH	N	4	1,432.23	4	0
K	2078F	11R205	REPAIR CLAMP 200MM AC 129-238	EACH	N	7	3,894.08	7	0
K	2078G	20B004	BENDS 100MMX90 PVC CLASS 6	EACH	N	4	67.78	4	0
K	2078H	20B007	BENDS 75MMX90 PVC CLASS 6	EACH	N	4	52.98	4	0
K	2078	20B014	BENDS 110MMX90 PVC CLASS 6	EACH	N	2	62.92	2	0
K	2004C	K02M005	METER 3-PHASE PLC SPLIT METER	EACH	N	0	0	0	0
K	2025	K02S012	DAYLIGHT SWITCH 16A NATIONAL	EACH	N	7	723.01	7	0
K	2026	K02M002	METER SINGLE PHASE CONVENTION	EACH	N	9	1,848.98	9	0
K	2027	K02M004	BASE FOR 3-PHASE PREPAID C/DWA	EACH	N	0	-	0	0
K	2029	K02M001	METER 15A6A SINGLE PHASE PRE	EACH	N	0	0	0	0
K	2029	K02M003	METER 3-PHASE PRE-PAID 3TS CUM	EACH	N	3	4,128.64	3	0
K	2030	K02M007	METER 3-PHASE 1E/150AMP CONVEN	EACH	N	4	2,182.24	4	0
K	2031	K02S007	JOINT KIT P3 (91-85)	EACH	N	2	1,297.52	2	0
K	2032	K02S006	JOINT KIT P3 (91-83)	EACH	N	3	1,421.18	3	0
K	2033	K02S004	JOINT KIT P3 (91-81)	EACH	N	4	545.73	4	0
K	2034	K02S003	JOINT KIT P3 (91-79)	EACH	N	20	1,315.00	20	0
K	2035	K02S005	JOINT KIT P3 (91-84)	EACH	N	7	649.72	7	0
K	2036	K02S001	ISOLATOR 500 AMP L&D	EACH	N	1	2,084.30	1	0
K	2037	K02L004	L&E TAPS 10MM (MO2)	EACH	N	100	633.21	100	0
K	2038	K02L002	L&E TAPS 20MM (MO2)	EACH	N	50	694.04	50	0
K	2039	K02L001	L&E TAPS 30MM (MO2)	EACH	N	50	942.18	50	0

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Keters stock take on 26 June 2015

ID	Bin No	Stock Item	Description	Unit of Issue	Closed	On Hand	Stock Value	Count	Surplus / deficit
K	3020	K021001	LINE TAPE 75MM (NO 30)	EACH	N	100	2,535.00	130	0
K	3021	K020005	GLANDS & BRIDGES No 4	EACH	N	3	195.87	3	0
K	3022	K020008	GLANDS & BRIDGES No 7	EACH	N	10	321.10	10	0
K	3024	K021041	FUSE 5A STRONG PIN BUSHMAN	EACH	N	16	4,882.81	16	0
K	3025	K021021	RUBBER TAPES 24MMX3 2MMX1 6M	EACH	N	10	331.06	10	0
K	3026	K021016	INSULATION TAPE WHITE (NO 30)	EACH	N	13	296.25	13	0
K	3027	K021014	INSULATION TAPE BLUE (NO 30)	EACH	N	11	288.42	11	0
K	3028	K021013	INSULATION TAPE RED (NO 30)	EACH	N	13	299.08	13	0
K	3029	K021002	INSULATION TAPE BLACK (+30)	EACH	N	12	280.20	12	0
K	3030	411001	BARRIER TAPE 75MMX50MMX50MC	EACH	N	3	253.50	3	0
K	3030A	K021018	DANGER TAPE 20MMX50MC	EACH	N	1	291.82	1	0
K	3031	K021002	POLE MOUNT BOX-VERT BRACKET	EACH	N	26	6,008.32	24	0
K	3032	K020027	CIRCUIT BREAKER 2.5 O 250AMP	EACH	N	2	4,852.74	2	0
K	3033	K020028	CIRCUIT BREAKER 2.5 O 225AMP	EACH	N	3	5,517.98	3	0
K	3034	K020029	CIRCUIT BREAKER 2.5 O 200AMP	EACH	N	3	6,615.35	3	0
K	3035	K020019	CIRCUIT BREAKER 6PHASE 150AMP	EACH	N	60	4,764.00	60	0
K	3036	K020020	CIRCUIT BREAKER 6PHASE 100AMP	EACH	N	7	1,846.76	7	0
K	3037	K020019	CIRCUIT BREAKER 6PHASE 60AMP	EACH	N	36	3,852.00	36	0
K	3038	K000003	DISINFECTANT LAUNDEX (SULFUR)	EACH	N	188	2,234.16	198	0
K	3039	K000004	DISINFECTANT PNE OL BASED I	EACH	N	129	2,241.69	139	0
K	3040	K000003	HANDY ANDY / L	EACH	N	42	1,109.25	42	0
K	3041	K000001	BLACK SHIPWASH / L	EACH	N	17	362.08	17	0
K	3042	K000002	BLEACH / L	EACH	N	27	381.54	27	0
K	3043	K04201	ALL PURPOSE CLEANER / L	EACH	N	60	3,839.94	60	0
K	3044	K000002	DISHWASHER DEXTRA CONCENTRATED	EACH	N	11	363.42	11	0
K	3045	K000005	DRUM CLEANER / L	EACH	N	23	1,857.54	23	0
K	3046	K000001	CEO BLOCKS LARGE AIR FRESHENER	EACH	N	8	1,167.48	8	0
K	3047	K000001	AUTOMATIC RUSH & WAX / L	EACH	N	8	274.20	8	0
K	3048	K040002	LIGHT WASHDOWN / L	EACH	N	14	320.04	14	0
K	3049	K000001	URINAL TABLETS SHS	EACH	N	8	1,839.90	8	0
K	3050	K021004B	CARLS TBS 20MM X 4 7MM	PACKET	N	4	119.72	4	0
K	3051	K021004A	CARLS TBS 20MM X 4 7MM	PACKET	N	19	361.15	19	0
K	3052	K021004	CARLS TBS 10MM X 2 3MM	PACKET	N	10	144.04	10	0
K	3053	K020001	SADDLES 20MM GALVANISED	EACH	N	80	2,142.80	80	0
K	3054	K020002	SADDLES 40MM GALVANISED	EACH	N	150	424.21	150	0
K	3055A	448301	BATTERY TYPE CIVIKS EV LANTERN	EACH	N	0	-	0	0
K	3055	448305	BATTERY TYPE D TORCH PERKINT	PACKET	N	27	1,281.38	27	0
K	3056	448304	BATTERY TYPE FMS BV	PACKET	N	8	284.86	8	0
K	3057	448302	BATTERY TYPE AA NEULIGHT LITE	PACKET	N	15	546.96	15	0
K	3058	K021003	FLYING FUSE 5 AMP	EACH	N	50	1,513.96	50	0
K	3060	K021003	CONTACTOR 230V COIL RAB 35 R	EACH	N	3	1,791.81	3	0
K	3061	K020009	FLUORESCENT STARTERS	EACH	N	30	65.00	30	0
K	3063	K020001	END CAPS 1MMX1/2X1/8	EACH	N	11	122.21	11	0
K	3067	K020018	CIRCUIT BREAKER 6PHASE 63AMP	EACH	N	24	2,583.50	24	0
K	3072	K020002	WIRE 16MM RED PVC (HOUSE)	METER	N	100	1,699.00	100	0
K	3073	K020001	WIRE 16MM BLACK PVC (HOUSE)	METER	N	100	1,566.20	105	0
K	3074	K020011	SWITCH EARTH LEAKAGE 4SA	EACH	N	4	1,679.36	4	0
K	3076	K020007	LAMP 60WATT SPOT ONE (R6)	EACH	N	5	62.36	5	0
K	3077	K020002B	LAMP 17W ENERGY SAVER BC	EACH	N	39	452.62	39	0
K	3078	K020004	LAMP 30W 8C CLEAR	EACH	N	6	36.39	6	0
K	3078A	K020005	LAMP 30WATT MERCURY BLEND	EACH	N	8	307.40	8	0
K	3078B	K020006A	LAMP 17W ENERGY SAVER E8	EACH	N	78	406.82	78	0
K	3079	K021001	TUBES HALOGEN 240 X 120	EACH	N	8	201.44	8	0
K	3079A	K020008	LAMP 120W MERCURY VAPOR E27	EACH	N	42	808.94	42	0
K	3079B	020601	METER 80 AMP SPLIT RATIO 1PH	EACH	N	40	11,200.00	40	0
K	3079C	421002	TOOL BIT DRIVER (18MM SAVER AS PER)	EACH	N	3600	10,843.24	3600	0
K	3079D	020602	KEYPAD FOR 80 AMP SPLIT RATIO	EACH	N	22	10,608.34	22	0
K	3079E	420001	KITCHEN TOWELS 24X45 (HTO PL)	EACH	N	120	911.88	120	0
K	3079F	410002	REFURGE BAGS (530X565X40) 200	BALE	N	4	953.60	4	0
K	3079G	410001	BLACK BAGS (750X950X40)	EACH	N	3500	18,636.50	3500	0
K	3079H	420301	CENTRE FEED PAPER TOWEL ROLLS	EACH	N	108	5,376.40	108	0
K	3079I	421001	TOY INTERLOCK CODE (315)	EACH	N	4	1,053.22	4	0
K	3079J	410001	RECYCLE BAGS 750X950X25	EACH	N	3400	14,911.12	3400	0
K	3081	K021001	PIPE 40MMX1M CONDUIT BOSAL GA	EACH	N	3	364.95	3	0
K	3083	10P001	PIPE 15MMX5 5M COPPER CL2 JA	EACH	N	10	2,465.07	10	0
K	3083	10P002	PIPE 20MMX5 5M COPPER CL2 JA	EACH	N	9	3,672.84	9	0
K	3084	430101	BROOM 30CM GUTTER (CODE 4801)	EACH	N	15	730.50	15	0
K	3085	93M100	MOP 300G JUMBO ROUND METAL SOC	EACH	N	24	739.21	24	0
K	3086	430102	BROOM 30CM HOUSEHOLD (CODE 4	EACH	N	24	993.86	24	0
K	3088A	430004	RAKE RUBBER	EACH	N	1	39.58	1	0
K	3087	43P100	RDX HEAD CND	EACH	N	12	2,499.48	12	0
K	3088	43H302	HANDLE ROK 15T GRADE VAPORSH	EACH	N	10	380.00	10	0
K	3088A	43R002	RAKE 18T STEEL GARDEN	EACH	N	3	108.44	3	0
K	3088B	43R003	RAKE 18T PLASTIC - HANDLE 2MA	EACH	N	14	304.28	14	0
K	3089C	43R001	RAKE ROAD 18T WOOD SHAFT HEA	EACH	N	1	204.22	1	0
K	3089	43S003	SPACE NO 2 DIGGING	EACH	N	8	1,140.00	8	0
K	3091	43F001	FORK 4 PRONG	EACH	N	2	60.00	2	0
K	3091	43S007	SHOVEL ROUND NOSE	EACH	N	2	288.42	2	0
K	3092	43F002	FORK 8 PRONG	EACH	N	3	940.00	3	0
K	3092A	912P001	COPIY PAPER A4 WHITE	REAM	N	220	3,081.00	220	0
K	3094	10P010	PIPE 15MM POLY COP	METER	N	120	267.46	120	0
K	3094A	10P011	PIPE 20MM POLY COP	METER	N	100	213.60	100	0
K	3091	410001	RAKE FLUIDDOT 4 BAR (700L)	EACH	N	30	275.70	30	0
K	3092	91P002	REINTEGRATING OIL (400 ML)	EACH	N	16	815.10	16	0

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Ketere stock take as 28 June 2015

S	Site No	Stock Item	Description	Unit of Issue	Closed	On Hand	Block Value	Count	Surplus / deficit
K	0004	E10901	OIL SPECIAL TWO STROKE OIL 1W	EACH	N	32	931.52	32	0
K	0005	E10902	GREASE MULTIS EP2 15WQ	EACH	N	3	1,728.03	3	0
K	0006	E10903	OIL 80W90 TM AUTOMATIC GEAR	LITER	N	52	1,275.26	52	0
K	0007	E10904	OIL 15-WAY MARKED FLEET ENGIN	LITER	N	100	3,117.21	100	0
K	0008	E10909	OIL HYDRAULIC 4E	LITER	N	160	4,486.48	160	0
K	0009A	K00M040	SPLIT METER 5THASE 65MMW 2M	EACH	N	0	-	0	0
K	0009B	K00M041	SPLIT METER CUSTOMER INTERFAC	EACH	N	0	-	0	0
K	0009C	S0C032	CONVI SUIT SIZE 32-100% COTTO	EACH	N	10	2,140.50	10	0
K	0009D	S0C034	CONVI SUIT SIZE 34-100% COTTO	EACH	N	16	4,803.20	16	0
K	0009E	S0C036	CONVI SUIT SIZE 36-100% COTTO	EACH	N	47	20,650.65	47	0
K	0009F	S0C038	CONVI SUIT SIZE 38-100% COTTO	EACH	N	51	15,386.49	51	0
K	0009G	S0C040	CONVI SUIT SIZE 40-100% COTTO	EACH	N	70	21,386.50	70	0
K	0009H	S0C042	CONVI SUIT SIZE 42-100% COTTO	EACH	N	45	14,842.75	45	0
K	0009I	S0C044	CONVI SUIT SIZE 44-100% COTTO	EACH	N	71	22,035.49	71	0
K	0009J	S0C046	CONVI SUIT SIZE 46-100% COTTO	EACH	N	33	8,925.26	33	0
K	0009K	S0C048	CONVI SUIT SIZE 48-100% COTTO	EACH	N	9	2,719.71	9	0
K	0009L	S0C050	CONVI SUIT SIZE 50-100% COTTO	EACH	N	11	3,396.71	11	0
K	0009M	S0C052	CONVI SUIT SIZE 52-100% COTTO	EACH	N	0	1,797.50	0	0
K	0009N	S0C054	CONVI SUIT SIZE 54-100% COTTO	EACH	N	4	1,058.95	4	0
K	0009O	S0C056	CONVI SUIT SIZE 56-100% COTTO	EACH	N	2	521.00	2	0
K	0009P	S0C058	CONVI SUIT SIZE 58-100% COTTO	EACH	N	2	600.00	2	0
K	0009Q	S0C060	CONVI SUIT SIZE 60-100% COTTO	EACH	N	8	2,072.34	8	0
							<b>R 485,483.77</b>		

ANNEXURE R //

Kleinmond stock issued after stocktake on 26 June 2015

Stock No	Code	Refer	Date	Quant	Value	Description	Vote No
02M051	ISS	109167	30/06/2015	-12	-R3,360.00	METER: 80 AMP SPLIT	61425136010501
02M052	ISS	109167	30/06/2015	-12	-R8,513.64	KEYPAD FOR 80 AMP SP	61425136010501
61P002	ISS	109167	30/06/2015	-2	-R101.88	PENETRATING OIL (400ML)	61425136010501
K02G002A	ISS	109167	30/06/2015	-2	-R31.52	LAMP: 11W ENERGY SAVER	61425136010501
K02S019	ISS	109167	30/06/2015	-12	-R1,884.00	CIRCUIT BREAKER: S/P	61425136010501
81O007	ISS	109221	30/06/2015	-3	-R87.33	OIL: SPECIAL TWO STROKE	10164016408
10B001	ISS	109275	30/06/2015	-1	-R200.33	BALL COCKS: 20MM MUNICIPAL	61480136010501
10B200	ISS	109275	30/06/2015	-1	-R56.00	BRASS RUNNING NIPPLE	61480136010501
10C004	ISS	109275	30/06/2015	-1	-R25.28	COUPLING: 20MM C/C	61480136010501
10C006	ISS	109275	30/06/2015	-1	-R20.11	COUPLING: 20MM MALE	61480136010501
10E007	ISS	109275	30/06/2015	-1	-R24.72	ELBOW: 20MM MALE	61480136010501
10T213	ISS	109275	30/06/2015	-1	-R154.40	TAPS: 20MM FEMALE	61480136010501
10T400	ISS	109275	30/06/2015	-2	-R3.80	THREAD TAPE	61480136010501
10W004	ISS	109275	30/06/2015	-1	-R449.02	WATERMETER: 20MM IN BOX	61480136010501
11S001	ISS	109275	30/06/2015	-1	-R44.82	SADDLE: 50MMX22MM	61480136010501
11S002	ISS	109275	30/06/2015	-1	-R63.03	SADDLE: 75MMX22MM	61480136010501
81O005	ISS	109305	30/06/2015	-20	-R561.06	OIL: HYDRAULIC 46	10140593808

-R15,580.94

ANNEXURE S

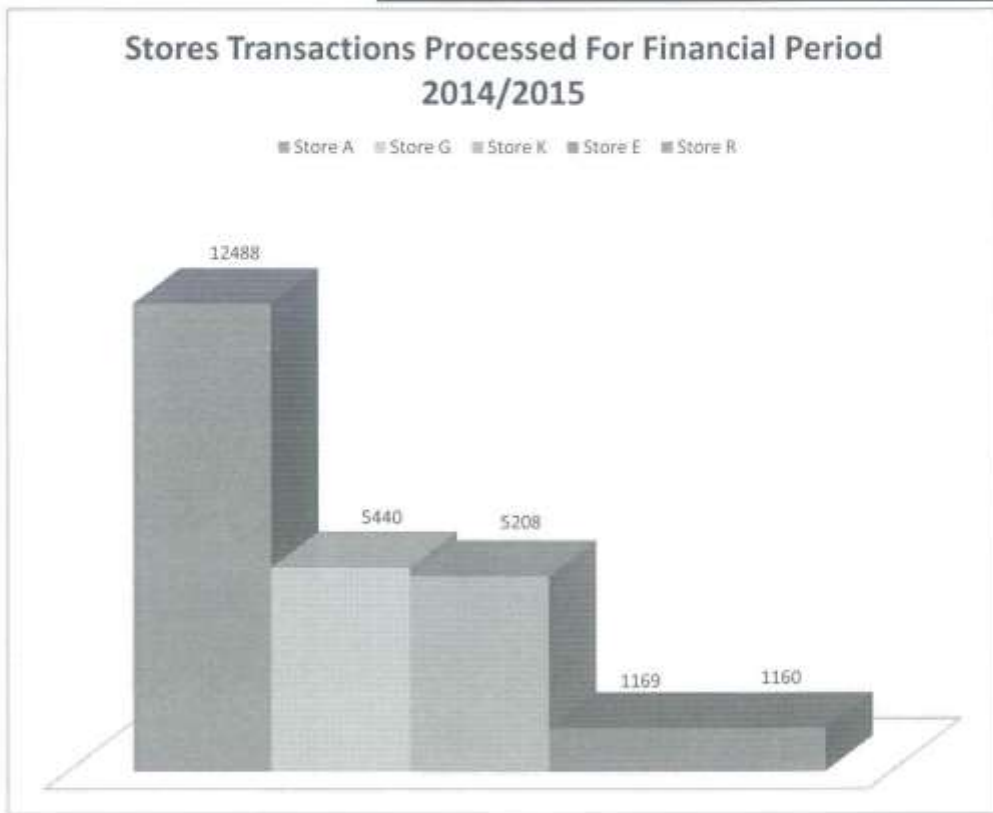
111

## K-store no movement stock 2014/2015

Store Number	Stock Number	First 30 character	Ave Price	Quantity On Hand	Stock Value	Last Iss Date
K	10E308	ELBOW: 20MM WALL PLATE (C F I)	36.58	6	219.50	11/10/2013
K	10P001	PIPE: 15MMX5.5M COPPER CL2 (JA	248.51	10	2,485.07	4/2/2014
K	10P002	PIPE: 22MMX5.5M COPPER CL2 (JA	408.07	9	3,672.64	19/11/2013
K	10T320	TEES: 20MM PLASSON (JASWIC ACC	16.13	6	96.78	29/07/2013
K	10T321	TEES: 25MM PLASSON (JASWIC ACC	16.26	2	32.52	20/12/2013
K	10T330	TEES: 15X15X20MM REDUCING (JAS	16.22	7	113.54	13/01/2014
K	11C306	UNIVERSAL COUPLING: 160MM PVC/1	251.89	5	1,259.44	21/01/2014
K	11C406	CROSS: 100X 75MM C/I	1,349.00	1	1,349.00	30/01/2009
K	11D001	DENSO PASTE (500G)	179.73	3	539.19	14/01/2014
K	11H001	HYDRANT TEES: 75MM-TABLE D (C	320.91	1	320.91	17/01/2013
K	11S200	SADDLE: 50MMX22MM PLASSON	16.67	30	499.98	25/05/2010
K	11S402	STOP ENDS: 100MM GMS-AC	141.77	1	141.77	3/6/2014
K	11V001	VALVES: 50MM PLAIN ENDED(U/G)	1,177.67	2	2,355.33	23/09/2013
K	11V002	VALVES: 75MM PLAIN ENDED(U/G)	1,320.00	1	1,320.00	12/6/2013
K	43D101	GRINDING DISC: 230MM STEEL	18.41	6	110.48	23/10/2012
K	50R002	RAIN TROUSER	37.56	10	375.60	10/10/2012
K	K02E001	END CAPS: 16MM(LXAC116)	11.11	11	122.21	24/06/2014
K	K02F003	FLYING FUSE: 5 AMP	30.22	50	1,510.96	24/03/2009
K	K02G004	LAMP: 200W BC CLEAR	6.07	6	36.39	15/06/2011
K	K02G005	LAMP: 160WATT MERCURY BLEND	25.30	8	202.40	21/11/2012
K	K02G006	GLANDS & SHROUDS: No 1	32.11	10	321.10	13/06/2013
K	K02I001	ISOLATOR: 500 AMP LJ603	2,068.30	1	2,068.30	17/02/2008
K	K02L003	LINE TAPS: 70MM (MO 3/0)	25.30	100	2,530.00	18/01/2012
K	K02P001	PIPE: 40MMX4M CONDUIT BOSAL GA	121.65	3	364.95	11/6/2014
K	K02P002	POLE MOUNT BOX+VERT BRACKET	250.35	24	6,008.32	24/06/2014
K	K02S002	SADDLES: 40MM GALVANISED	2.83	150	424.31	22/05/2014
K	K02S006	JOINT KIT: P4 (91-A5)	477.73	3	1,433.18	12/8/2013
K	K02S007	JOINT KIT: P5 (91-A6)	633.97	2	1,267.93	23/01/2007
K	K02S009	FLUORESCENT STARTERS	1.30	50	65.00	2/6/2014
K	K02S015	CIRCUIT BREAKER: S/PHASE 35AMP	79.40	60	4,764.00	6/5/2014
K	K02S018	CIRCUIT BREAKER: S/PHASE 63AMP	106.81	24	2,563.50	24/06/2014
K	K02S025	CIRCUIT BREAKER: J.S.O 200AMP	2,271.78	3	6,815.33	30/03/2012
K	K02S026	CIRCUIT BREAKER: J.S.O 225AMP	1,839.33	3	5,517.98	19/04/2006
K	K02T001	RUBBER TAPE: 34MMX3.2MMX1.6M	62.14	15	932.06	14/02/2014
K	K02T003	CONTACTOR: 230V COIL RAB 35 RI	597.27	3	1,791.81	20/01/2014
					53,611.48	

ANNEXURE T  
|||

Stores Transactions Processed For Financial Period 2014/2015						
Transaction type	Store A	Store E	Store G	Store R	Store K	
Adjustments	59	36	1	26	0	
Credit Notes	7	3	0	36	13	
Direct Purchase	55	11	24	41	30	
Issues	10412	863	4486	827	4544	
Receiptings	1013	151	381	179	422	
Returns to Stock	355	31	63	39	18	
Stock Transfers	587	53	485	12	181	
Write offs	0	21	0	0	0	
<b>**Total Store</b>	<b>12488</b>	<b>1169</b>	<b>5440</b>	<b>1160</b>	<b>5208</b>	
	Store A	Store E	Store G	Store R	Store K	



**5. QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET**

5/18/R

B A King

16 July 2015

(028) 313 8154

Corporate Head Office

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**1. 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).

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorate Finance  
Financial Services

**3. Compliance with Strategic Priority**

Provision of democratic, accountable and ethical governance

**4. Delegated Authority**

None

**5. Legal Requirements**

Local Government: Municipal Finance Management Act, No. 56 of 2003

**6. Background/Discussion**

**Background**

On a quarterly basis a consolidated report of all withdrawals made in terms of section 11(1) (b)-(j) of the MFMA must be compiled and submitted to Council, the relevant Provincial Treasury and the Auditor General.

**7. Financial Implications**

None

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

Annexure A: Consolidated Report for quarter ended June 2015

**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 2015, **be noted**.

**RESPONSIBLE OFFICIAL :**

**BA KING**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**

**WC032 - OVERSTRAND MUNICIPALITY**  
**BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET**  
Municipal Finance Management Act, section 11(4)  
Consolidated Quarterly Report for period 31/03/2015 - 30/06/2015



Date	Payee	Amount in R'000	Description and Purpose (including section reference e.g. sec 11(f))	Authorised by (name)
30/06/2015	FFA Aviation and various other creditors for the maintenance and repairs of Overstrand's Fire and Rescue vehicles and equipment.	R 1 394 580.00	Section 11 (c) - Unforeseeable and unavoidable expenditure authorised by the mayor in terms of section 29(1)	Mayor / Council Item
30/06/2015	SARS Provincial Government (Licence Fees) Overberg District Municipality	R 3 162 103.75 R 3 289 101.61 R 14 866.96	Section 11(e) - Payments to a person or organ of state of money received by the municipality on behalf of that person or organ of state	Financial Managers
30/06/2015	Various consumers	R 47 167.25	Section 11(f) - Refund money incorrectly paid into bank account	Financial Managers
30/06/2015	Various consumers	R 1 098 467.53	Section 11(g) - Refund guarantees, sureties and security deposits	Financial Managers
30/06/2015	Various investments	R 81 245 000.00	Section 11(h) - Payments for cash management and investment purposes in accordance with section 13	Municipal Manager

**Instructions for completing this report:**

The Accounting Officer must include information motivating the non-budgetted withdrawals. Action taken to rectify the breach and identify how funding will be sourced through an Adjustments Budget. This motivation can be an additional report to council or incorporated into the table above by inserting additional space. This report must be tabled in Council within 30 days after the end of each quarter where a withdrawal occurs.

**Withdrawals that must be reported each quarter:**

- Section 11(b) - Expenditure authorised by the MEC for finance in terms of section 26 (4) when a municipality has failed to approve a budget by 30 June;
- Section 11(c) - Unforeseeable and unavoidable expenditure authorised by the mayor in terms of section 29 (1);
- Section 11(d) - Payments from a trust, charitable or relief fund without budget appropriation in terms of section 12(4);
- Section 11(e) - Payments to a person or organ of state of money received by the municipality on behalf of that person or organ of state, including (i) money collected by the municipality on behalf of that person or organ of state by agreement, or (ii) any insurance or other payments received by the municipality for that person or organ of state;
- Section 11(f) - Refund money incorrectly paid into a bank account;
- Section 11(g) - Refund guarantees, sureties and security deposits;
- Section 11(h) - Payments for cash management and investment purposes in accordance with section 13;
- Section 11(i) - To defray increased expenditure on a multi-year capital project in terms of section 31;
- Section 11(j) - Payments for such other purposes as may be prescribed from time-to-time.

**Distribution:**

- Table this report in a full council meeting, including additional motivation on action taken to rectify, within 30 days after the end of each quarter (section 11(4))
- Submit a copy to the relevant National Treasury, provincial treasury and the Auditor-General

ANNEXURE A

*(Handwritten signature and date)*  
20/07/17

**6.  
QUARTERLY BUDGET REPORT FOR JUNE 2015**

**5/1/16-2014/2015  
B A King  
16 July 2015**

**(028) 313 8154**

**Corporate Head Office**

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**1. 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).

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorate Finance  
Financial Services

**3. Compliance with Strategic Priority**

Provision of democratic, accountable and ethical governance

**4. Delegated Authority**

None

**5. Legal Requirements**

Local Government: Municipal Finance Management Act, (Act 56 of 2003)[MFMA]

**6. Background/Discussion**

**Background**

This report has been prepared as part of the financial reporting obligations arising from the MFMA. The MFMA requires the Executive Mayor to report to Council on a quarterly basis on the state of the Municipality's budget.

**Discussion**

Legislation requires that certain financial and performance information is disclosed in the quarterly monitoring report. The report has been prepared according to the standard reporting formats issued by National Treasury.

**7. Financial Implications**

None

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

Annexure A: Quarterly Budget Report for June 2015

**RECOMMENDATION TO THE COUNCIL:**

that the budget report for the quarter ended June 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**

*OVERSTRAND MUNICIPALITY*



Quarterly Budget  
Report

June 2015

**In-Year Report of the Municipality**

Prepared in terms of Section 52(d) of the Local Government: Municipal Finance Management Act (Act 56 of 2003) & Section 31 of the Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 May 2009.

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## Glossary

**Adjustments budget** – Prescribed in section 28 of the MFMA. The formal means by which a municipality may revise its annual budget during the year.

**Budget** – The financial plan of the Municipality.

**Capital expenditure** - Spending on assets such as infrastructure, land & buildings minor assets etc. Any capital expenditure must be reflected as an asset on the Municipality's statement of financial position.

**DORA** – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.

**Equitable share** – An unconditional grant paid to municipalities. It is predominantly targeted towards funding the Indigent Policy.

**FMG** – Financial Management Grant.

**GFS** – Government Finance Statistics. An internationally recognized classification system that facilitates like for like comparison between municipalities.

**GRAP** – Generally Recognised Accounting Practice. The standard for municipal accounting.

**IDP** – Integrated Development Plan. The main strategic planning document of the Municipality.

**MBRR** – Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations.

**MFMA** – Local Government: Municipal Finance Management Act (56/2003). The principle legislation relating to municipal financial management.

**MIG** – Municipal Infrastructure Grant.

**MTREF** – Medium Term Revenue and Expenditure Framework (MTREF). The medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes financial information of the previous and current year.

**NDPG** – Neighbourhood Development Partnership Grant.

**Operating expenditure** – Spending on the day to day expenses of the Municipality such as salaries and wages, repairs and maintenance etc.

**Rates** – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

**SDBIP** – Service Delivery and Budget Implementation Plan (SDBIP). A detailed plan comprising annual and quarterly performance information.

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**Strategic objectives** – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

**Vote** – A main appropriation segment of the budget. In Overstrand Municipality this relates to the directorate level for operating expenditure and the GFS classification for capital expenditure.

**YTD** – Year to date

## **PART 1 – IN-YEAR REPORT**

### **Mayor's Report**

#### ***1.1 In-Year Report – Quarterly Budget Report***

##### **1.1.1 Implementation of the budget in accordance with the SDBIP**

The results of the SDBIP for the fourth quarter ended 30 June 2015 will be tabled in a separate comprehensive report to council.

##### **1.1.2 Financial problems or risks facing the municipality**

Revenue from the electricity service indicates R23m below the budgeted revenue and a primary contributing factor is the load shedding schedule whereby the whole of the Gansbaai and Stanford area and the greatest part of the Hermanus area is often off during the peak period of the 8pm – 10pm time slot. The schedule has changed from 1 July whereby the time slots are now also spread over other non-peak periods. The loss in electricity revenue is somewhat mitigated by the increase in water consumption revenue, due to the below than average rainfall since January 2015 and sewage service revenue.

##### **1.1.3 Other relevant information**

Actual operating revenue at the end of the fourth quarter for 2014/2015 is at 100,41% of the budgeted revenue. The preliminary expenditure reflects spending of 96,77% against the budgeted expenditure. Capital expenditure amounts to R108,3m, or 88,21%, at the end of June 2015.

**Resolutions**

***IN-YEAR REPORTS 2014/2015***

This is the resolution that will be presented to Council when the In-Year Report is tabled:

***RECOMMENDATION:***

That the report for the quarter ended June 2015, prepared as part of the financial reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003, **be noted**.

## **PART 1 – IN-YEAR REPORT**

### **Executive Summary**

It should be noted that all information contained in this report reflects the preliminary outcome for 2014/2015. Certain year end transactions still have to be passed, which could influence the final outcome. The final figures will be available after the completion of the Annual Financial Statements for audit.

#### **Revenue by Source**

The Year-to-Date actual operating revenue is 100,41% of the budgeted revenue for 2014/2015. Revenue from the electricity service indicates R23m below the budgeted revenue and a primary contributing factor is the load shedding schedule whereby the whole of the Gansbaai and Stanford area and the greatest part of the Hermanus area is often off during the peak period of the 8pm – 10pm time slot. The schedule has changed from 1 July whereby the time slots are now also spread over other non-peak periods. The loss in electricity revenue is mitigated by the water consumption revenue, due to the below than average rainfall since January 2015 and sewage service revenue. These services reflect R12,2m and R5,2m above budgeted revenue.

#### **Borrowings**

The balance of borrowings amounts to R432.4m at the end of June 2015.

#### **Operating expenditure by vote & type**

The Year-to-Date actual operating expenditure is 96,77% of the budgeted expenditure for 2014/2015. This includes further savings on the salary budget reflected at R10,3m above the savings contingency of R7,750m and R13,1m on general expenses.

#### **Capital expenditure**

YTD Capital Expenditure amounts to R108.3m or 88.21% of a total adjusted budget of R122.7m, giving total capital spent of 88.21% at the end of June 2015.

#### **Cash flows**

The municipality started the year with a positive cashbook balance of R63,2 million. The June closing balance is R105 million. Refer to Supporting Table SC9 for more details on the cash position.

**Allocations received (National & Provincial Grants)**

No grants allocations were received during June 2015.

**Spending on Grants**

Spending on grants amounts to R15.5m for June 2015, which includes FMG,FMSG CDW, EPWP,MSIG,MIG, INEP, Provincial library and Housing.

**Material variances**

The table below summarises variances for projected revenue and expenditure.

WC032 Overstrand - Supporting Table SC1 Material variance explanations - M12 June

Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
Revenue By Source	0.41%	Not material	
Expenditure By Type	-3.23%	Not material	
Capital Expenditure	-11.79%	Capital Commitments = 0	
Financial Position In order			
Cash Flow In order			

**Performance in relation to SDBIP targets**

SDBIP performance is tabled in Council in a separate comprehensive report.

**Remedial or corrective steps**

No remedial or corrective steps are required at this time.

**In-year budget statement tables**

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**Table C1: s71 Monthly Budget Statement Summary**  
**WC032 Overstrand - Table C1 Monthly Budget Statement Summary - M12 June**

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	135 533	149 690	154 539	12 689	153 617	154 509	(941)	-1%	154 509
Service charges	479 253	525 567	525 567	42 966	520 581	525 567	(4 986)	-1%	525 567
Investment revenue	6 352	6 166	6 166	1 131	6 115	6 166	1 949	32%	6 166
Transfers recognised - operational	67 835	58 407	61 289	1 620	61 141	61 289	(148)	-0%	61 289
Other own revenue	47 302	44 644	62 770	27 778	70 347	62 770	7 477	12%	62 770
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>736 376</b>	<b>784 474</b>	<b>810 351</b>	<b>86 184</b>	<b>813 702</b>	<b>810 351</b>	<b>3 351</b>	<b>0%</b>	<b>810 351</b>
Employee costs	260 945	280 066	276 217	23 570	265 882	276 217	(10 334)	-4%	276 217
Remuneration of Councilors	7 933	8 516	8 516	683	8 104	8 516	(412)	-5%	8 516
Depreciation & asset impairment	99 361	109 205	105 461	8 788	105 461	105 461	(0)	-0%	105 461
Finance charges	39 927	45 162	44 480	15 535	43 447	44 480	(1 033)	-2%	44 480
Materials and bulk purchases	170 650	186 739	186 759	31 397	184 293	186 759	(2 466)	-1%	186 759
Transfers and grants	36 749	41 370	41 658	3 504	42 200	41 668	531	1%	41 668
Other expenditure	214 757	198 469	270 222	59 918	253 777	270 222	(16 445)	-6%	270 222
<b>Total Expenditure</b>	<b>832 022</b>	<b>869 588</b>	<b>933 322</b>	<b>143 395</b>	<b>903 163</b>	<b>933 322</b>	<b>(30 159)</b>	<b>-3%</b>	<b>933 322</b>
<b>Surplus/(Deficit)</b>	<b>(95 646)</b>	<b>(85 115)</b>	<b>(122 971)</b>	<b>(57 211)</b>	<b>(89 462)</b>	<b>(122 971)</b>	<b>33 510</b>	<b>-27%</b>	<b>(122 971)</b>
Transfers recognised - capital	38 090	34 234	55 498	13 825	53 529	55 498	(1 969)	-4%	55 498
Contributions & Contributed assets	12 542	2 134	2 051	-	1 000	2 051	(1 051)	-51%	2 051
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>30 480</b>	<b>-47%</b>	<b>(65 423)</b>
<b>Surplus/ (Deficit) for the year</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>30 480</b>	<b>-47%</b>	<b>(65 423)</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>119 972</b>	<b>97 721</b>	<b>122 784</b>	<b>25 688</b>	<b>108 306</b>	<b>122 784</b>	<b>(14 478)</b>	<b>-12%</b>	<b>122 784</b>
Capital transfers recognised	34 207	35 234	56 498	14 966	55 734	56 498	(764)	-1%	56 498
Public contributions & donations	1 199	1 134	1 936	124	423	1 936	(1 513)	-78%	1 936
Borrowing	70 634	46 923	48 770	7 960	39 012	48 770	(9 758)	-20%	48 770
Internally generated funds	13 933	14 430	15 582	2 638	13 138	15 582	(2 444)	-16%	15 582
<b>Total sources of capital funds</b>	<b>119 972</b>	<b>97 721</b>	<b>122 785</b>	<b>25 688</b>	<b>108 306</b>	<b>122 785</b>	<b>(14 479)</b>	<b>-12%</b>	<b>122 785</b>
<b>Financial position</b>									
Total current assets	175 465	197 146	208 517		202 970				208 517
Total non current assets	3 302 111	3 316 479	3 332 776		3 310 742				3 332 776
Total current liabilities	146 801	153 849	153 113		150 068				153 113
Total non current liabilities	520 970	549 267	593 707		602 650				593 707
<b>Community wealth/Equity</b>	<b>2 807 805</b>	<b>2 810 509</b>	<b>2 794 472</b>		<b>2 750 994</b>				<b>2 794 472</b>
<b>Cash flows</b>									
Net cash from (used) operating	76 616	80 014	105 429	(26 544)	132 614	153 651	21 037	14%	105 429
Net cash from (used) investing	(130 368)	(103 533)	(126 597)	(26 160)	(114 475)	(114 475)	-		(126 597)
Net cash from (used) financing	32 794	27 163	28 183	(3 000)	23 689	23 689	-		28 183
<b>Cash/cash equivalents at the month/year end</b>	<b>63 158</b>	<b>88 650</b>	<b>88 173</b>	<b>-</b>	<b>104 967</b>	<b>126 824</b>	<b>21 037</b>	<b>17%</b>	<b>88 173</b>
<b>Debtors &amp; creditors analysis</b>									
	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
<b>Debtors Age Analysis</b>									
Total By Income Source	45 343	1 634	1 127	1 001	715	627	3 220	16 155	69 821
<b>Creditors Age Analysis</b>									
Total Creditors	22 540	-	-	-	-	-	-	-	22 540

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**Table C2: Monthly Budget Statement – Financial Performance (standard classification)**

WC032 Overstrand - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M12 June

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<b>Revenue - Standard</b>									
Governance and administration	199 504	231 071	232 413	18 705	235 581	253 732	1 849	1%	232 413
Executive and council	42 355	52 442	52 442	15	52 464	52 464	-		52 442
Budget and treasury office	150 786	189 095	170 420	15 840	173 711	172 358	1 352	1%	170 420
Corporate services	6 363	9 534	9 551	2 849	9 406	8 910	496	6%	9 551
Community and public safety	71 418	33 726	78 422	33 345	78 718	77 103	1 615	2%	78 422
Community and social services	2 574	2 402	2 402	604	3 001	2 402	599	25%	2 402
Sport and recreation	11 427	9 565	9 191	462	7 914	7 914	-		9 191
Public safety	28 300	13 184	36 094	23 953	37 077	36 062	1 025	3%	36 094
Housing	29 116	8 576	30 735	8 325	30 729	30 735	(10)	0%	30 735
Economic and environmental services	30 962	13 939	16 496	2 214	17 779	16 496	1 283	8%	16 496
Planning and development	12 653	6 465	8 550	1 343	11 023	8 550	2 473	29%	8 550
Road transport	17 790	5 397	7 669	871	8 729	7 869	(1 140)	-14%	7 669
Environmental protection	319	76	76	0	28	76	(50)	-65%	76
Trading services	485 124	542 106	540 568	45 846	536 153	540 568	(4 416)	-1%	540 568
Electricity	270 880	313 388	312 305	25 257	289 191	312 305	(23 114)	-7%	312 305
Water	96 086	96 872	96 872	7 948	100 323	96 872	12 452	13%	96 872
Waste water management	66 091	72 155	71 105	7 818	76 653	71 105	5 577	8%	71 105
Waste management	53 066	59 691	60 286	4 623	60 955	60 286	670	1%	60 286
Other	-	-	-	-	-	-	-	-	-
<b>Total Revenue - Standard</b>	<b>787 007</b>	<b>820 842</b>	<b>867 900</b>	<b>100 109</b>	<b>866 236</b>	<b>867 900</b>	<b>331</b>	<b>0%</b>	<b>867 900</b>
<b>Expenditure - Standard</b>									
Governance and administration	119 512	127 368	124 670	13 795	113 151	125 843	(12 692)	-10%	124 670
Executive and council	71 355	66 867	68 003	6 543	69 055	69 176	(121)	0%	68 003
Budget and treasury office	23 830	24 503	25 398	1 182	19 314	25 398	(6 084)	-24%	25 398
Corporate services	24 327	35 998	31 269	4 070	24 782	31 269	(6 488)	-21%	31 269
Community and public safety	134 133	113 536	136 344	33 221	131 053	136 344	(5 291)	-4%	136 344
Community and social services	30 255	32 563	32 499	3 045	32 194	32 499	(305)	-1%	32 499
Sport and recreation	18 537	22 245	20 744	1 482	18 974	20 744	(1 770)	-9%	20 744
Public safety	56 923	49 173	73 288	27 455	70 917	73 288	(2 371)	-3%	73 288
Housing	28 318	9 554	9 812	1 229	8 967	9 812	(845)	-9%	9 812
Economic and environmental services	130 335	139 514	138 641	22 059	132 972	137 467	(4 495)	-3%	138 641
Planning and development	30 370	37 314	36 945	4 247	33 199	36 945	(3 746)	-10%	36 945
Road transport	92 669	96 160	94 492	16 669	92 968	93 318	(350)	0%	94 492
Environmental protection	7 306	7 035	7 204	1 143	6 805	7 204	(399)	-6%	7 204
Trading services	448 042	489 171	539 668	74 320	525 987	533 669	(7 682)	-1%	533 668
Electricity	247 859	272 386	272 466	42 210	259 070	272 466	(13 397)	-5%	272 466
Water	99 439	93 157	90 979	13 285	87 527	90 048	(2 521)	-3%	90 979
Waste water management	64 659	67 138	69 170	7 862	67 407	69 170	(1 763)	-3%	69 170
Waste management	36 085	56 489	101 052	10 964	101 984	101 984	-		101 052
Other	-	-	-	-	-	-	-	-	-
<b>Total Expenditure - Standard</b>	<b>832 022</b>	<b>869 588</b>	<b>933 322</b>	<b>143 395</b>	<b>943 163</b>	<b>933 322</b>	<b>(30 159)</b>	<b>-3%</b>	<b>933 322</b>
<b>Surplus/ (Deficit) for the year</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>30 490</b>	<b>-47%</b>	<b>(65 423)</b>

This table reflects the operating budget (Financial Performance) in the standard classifications which are the GFS Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organisational structures used by the different institutions.

The main functions are Governance and administration; Community and public safety; Economic and environmental services; and Trading services.

It is for this reason that Financial Performance is reported in standard classification, Table C2, and by municipal vote, Table C3.

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**Table C3: Monthly Budget Statement – Financial Performance (revenue and expenditure by municipal vote)**

WC032 Overstrand - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M12 June

Vote Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Revenue by Vote</b>									
Vote 1 - Council	42 274	52 401	52 401	15	52 212	52 401	(189)	-0.4%	52 401
Vote 2 - Municipal Manager	-	-	-	-	-	-	-	-	-
Vote 3 - Management Services	1 286	2 410	1 844	983	1 690	1 844	(154)	-6.3%	1 844
Vote 4 - Finance	150 786	169 095	170 420	15 840	173 711	170 420	3 290	1.9%	170 420
Vote 5 - Community Services	276 626	261 822	286 171	32 718	303 300	286 171	17 128	6.0%	286 171
Vote 6 - Local Economic Development	6 431	2 968	2 968	545	3 385	2 968	421	14.2%	2 968
Vote 7 - Infrastructure & Planning	281 304	318 902	318 002	26 055	296 852	318 002	(21 150)	-6.7%	318 002
Vote 8 - Protection Services	26 300	13 184	36 094	23 953	37 077	36 094	984	2.7%	36 094
<b>Total Revenue by Vote</b>	<b>787 067</b>	<b>829 842</b>	<b>867 906</b>	<b>100 109</b>	<b>868 230</b>	<b>867 900</b>	<b>331</b>	<b>0.8%</b>	<b>867 900</b>
<b>Expenditure by Vote</b>									
Vote 1 - Council	66 239	63 289	64 228	7 470	66 317	66 323	(6)	0.0%	64 228
Vote 2 - Municipal Manager	1 295	1 003	780	84	465	780	(285)	-36.6%	780
Vote 3 - Management Services	5 492	15 189	13 315	1 767	6 517	10 885	(2 308)	-21.8%	13 315
Vote 4 - Finance	23 830	24 503	25 398	1 182	19 314	25 398	(6 084)	-24.0%	25 398
Vote 5 - Community Services	394 516	386 685	380 465	52 050	369 574	380 126	(10 551)	-2.8%	380 465
Vote 6 - Local Economic Development	9 945	11 140	10 915	1 199	10 260	10 915	(635)	-5.8%	10 915
Vote 7 - Infrastructure & Planning	271 782	318 907	364 933	52 178	357 748	365 312	(7 564)	-2.1%	364 933
Vote 8 - Protection Services	98 923	49 173	73 288	27 465	70 917	73 583	(2 666)	-3.6%	73 288
<b>Total Expenditure by Vote</b>	<b>832 022</b>	<b>869 588</b>	<b>933 322</b>	<b>143 395</b>	<b>993 163</b>	<b>933 322</b>	<b>(30 159)</b>	<b>-3.2%</b>	<b>933 322</b>
<b>Surplus/ (Deficit) for the year</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 422)</b>	<b>30 490</b>	<b>-46.8%</b>	<b>(65 423)</b>

The operating expenditure budget is approved by Council on the municipal vote level. The municipal votes reflect the organisational structure of the municipality which is made up of the following directorates: Council; Municipal Manager; Management Services; Finance; Community Services; Local Economic Development; Infrastructure & Planning and Protection Services.

Unauthorised expenditure by year end would occur either for the municipality as a whole if the adjusted budget for 'Total Expenditure by Vote' or if any of the individual budgets for any specific vote/s were overspent. During the financial year some of the figures are influenced by transactions that occur annually only.

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**Table C4: Monthly Budget Statement – Financial Performance (revenue and expenditure)**

WC032 Overstrand - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M12 June

Description	2013/14	Budget Year 2014/15							Full Year Forecast
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
<b>R thousands</b>									
<b>Revenue By Source</b>									
Property rates	134 613	148 640	153 509	12 634	152 870	153 509	(638)	0%	153 509
Property rates - penalties & collection charges	821	1 050	1 050	55	747	1 050	(303)	-29%	1 050
Service charges - electricity revenue	268 362	310 085	310 085	24 726	257 017	310 085	(23 068)	-7%	310 085
Service charges - water revenue	95 136	95 897	95 897	7 827	108 133	95 897	12 237	13%	95 897
Service charges - sanitation revenue	62 798	63 455	63 455	5 595	68 661	63 455	5 206	8%	63 455
Service charges - refuse revenue	32 957	56 130	56 130	4 818	56 770	56 130	640	1%	56 130
Rental of facilities and equipment	7 591	7 966	7 966	670	9 213	7 966	1 247	16%	7 966
Interest earned - external investments	6 352	6 166	6 166	1 131	8 115	6 166	1 949	32%	6 166
Interest earned - outstanding debtors	2 118	2 288	2 288	193	2 282	2 288	(6)	0%	2 288
Fines	22 739	7 965	30 675	23 318	31 260	30 675	385	1%	30 675
Licences and permits	1 956	2 229	2 229	163	1 972	2 229	(257)	-12%	2 229
Agency services	2 395	2 480	2 480	247	2 758	2 480	319	13%	2 480
Transfers recognised - operational	67 630	58 407	61 289	1 620	61 141	61 289	(148)	0%	61 289
Other revenue	10 504	21 717	16 933	3 186	22 723	16 933	5 790	34%	16 933
Gains on disposal of PPE							-		
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>736 376</b>	<b>784 474</b>	<b>810 351</b>	<b>86 184</b>	<b>813 702</b>	<b>810 351</b>	<b>3 351</b>	<b>0%</b>	<b>810 351</b>
<b>Expenditure By Type</b>									
Employee related costs	260 645	280 066	276 217	23 570	265 882	276 217	(10 334)	-4%	276 217
Remuneration of councillors	7 933	8 516	8 516	683	8 104	8 516	(412)	-5%	8 516
Debt impairment	12 526		22 792	22 792	22 792	22 792	-		22 792
Depreciation & asset impairment	99 361	109 265	105 461	8 788	105 461	105 461	(0)	0%	105 461
Finance charges	39 927	45 162	44 480	15 535	43 447	44 480	(1 033)	-2%	44 480
Bulk purchases	157 055	169 444	169 444	29 362	167 660	169 444	(1 784)	-1%	169 444
Other materials	13 595	17 295	17 315	2 034	16 633	17 315	(682)	-4%	17 315
Contracted services	72 754	81 062	82 467	18 473	79 167	82 467	(3 300)	-4%	82 467
Transfers and grants	38 749	41 370	41 668	3 604	42 200	41 668	531	1%	41 668
Other expenditure	117 460	117 407	104 963	18 654	151 818	104 963	(13 145)	-8%	104 963
Loss on disposal of PPE	12 017		-				-		
<b>Total Expenditure</b>	<b>832 022</b>	<b>869 588</b>	<b>933 322</b>	<b>143 395</b>	<b>903 163</b>	<b>933 322</b>	<b>(30 159)</b>	<b>-3%</b>	<b>933 322</b>
<b>Surplus/(Deficit)</b>									
Transfers recognised - capital	38 090	34 234	55 495	13 925	33 529	55 496	(1 969)	(0)	55 498
Contributions recognised - capital	4 671	2 134	2 051		1 000	2 051	(1 051)	(0)	2 051
Contributed assets	7 871						-		
<b>Surplus/(Deficit) after capital transfers &amp; taxation</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>-</b>	<b>-</b>	<b>(65 423)</b>
<b>Surplus/(Deficit) after taxation</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>-</b>	<b>-</b>	<b>(65 423)</b>
<b>Surplus/(Deficit) attributable to municipality</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>-</b>	<b>-</b>	<b>(65 423)</b>
Share of surplus/ (deficit) of associate									
<b>Surplus/ (Deficit) for the year</b>	<b>(45 015)</b>	<b>(48 747)</b>	<b>(65 423)</b>	<b>(43 286)</b>	<b>(34 933)</b>	<b>(65 423)</b>	<b>-</b>	<b>-</b>	<b>(65 423)</b>

The annual revenue budget is approved as 'Revenue by Source'. The Year-to-Date actual revenue is 0.41% above the YTD budget.

Current expenditure is 3.23% below YTD budget projections for June 2015.

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**Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)**

WC032 Overstrand - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M12 June

Vote Description	2013/14 Audited Outcome	Budget Year 2014/15							
		Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Multi-Year expenditure appropriation</b>									
Vote 1 - Council	-	-	-	-	-	-	-	-	-
Vote 2 - Municipal Manager	-	-	-	-	-	-	-	-	-
Vote 3 - Management Services	1 790	2 546	2 534	996	2 475	2 534	(59)	-2%	2 534
Vote 4 - Finance	-	-	-	-	-	-	-	-	-
Vote 5 - Community Services	79 426	75 935	100 800	19 320	89 992	100 800	(10 808)	-11%	100 800
Vote 6 - Local Economic Development	-	-	-	-	-	-	-	-	-
Vote 7 - Infrastructure & Planning	36 755	18 235	19 450	5 373	15 839	19 450	(3 611)	-19%	19 450
Vote 8 - Protection Services	-	-	-	-	-	-	-	-	-
<b>Total Capital Multi-year expenditure</b>	<b>119 972</b>	<b>97 721</b>	<b>122 784</b>	<b>25 688</b>	<b>108 306</b>	<b>122 784</b>	<b>(14 478)</b>	<b>-12%</b>	<b>122 784</b>
<b>Total Capital Expenditure</b>	<b>119 972</b>	<b>97 721</b>	<b>122 784</b>	<b>25 688</b>	<b>108 306</b>	<b>122 784</b>	<b>(14 478)</b>	<b>-12%</b>	<b>122 784</b>
<b>Capital Expenditure - Standard Classification</b>									
<b>Governance and administration</b>	<b>10 735</b>	<b>16 815</b>	<b>17 776</b>	<b>2 799</b>	<b>10 377</b>	<b>17 776</b>	<b>(7 399)</b>	<b>-42%</b>	<b>17 776</b>
Executive and council	-	-	-	-	-	-	-	-	-
Budget and treasury office	-	-	-	-	-	-	-	-	-
Corporate services	10 735	16 815	17 776	2 799	10 377	17 776	(7 399)	-42%	17 776
<b>Community and public safety</b>	<b>19 582</b>	<b>21 205</b>	<b>42 622</b>	<b>11 515</b>	<b>39 184</b>	<b>42 622</b>	<b>(3 438)</b>	<b>-8%</b>	<b>42 622</b>
Community and social services	3 482	5 635	5 995	2 375	5 258	5 995	(337)	-6%	5 995
Sport and recreation	5 896	3 090	2 616	378	1 665	2 616	(1 051)	-40%	2 616
Public safety	-	-	-	-	-	-	-	-	-
Housing	10 404	12 480	34 410	8 752	32 361	34 410	(2 050)	-6%	34 410
Health	-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>	<b>16 051</b>	<b>5 400</b>	<b>6 300</b>	<b>812</b>	<b>6 300</b>	<b>6 300</b>	<b>0</b>	<b>0%</b>	<b>6 300</b>
Planning and development	-	-	-	-	-	-	-	-	-
Road transport	16 051	5 400	6 300	812	6 300	6 300	0	0%	6 300
Environmental protection	-	-	-	-	-	-	-	-	-
<b>Trading services</b>	<b>73 685</b>	<b>54 300</b>	<b>56 987</b>	<b>10 563</b>	<b>52 444</b>	<b>56 987</b>	<b>(3 642)</b>	<b>-6%</b>	<b>56 987</b>
Electricity	36 731	17 000	17 000	4 487	13 682	17 000	(3 318)	-20%	17 000
Water	23 631	12 600	16 384	931	16 279	16 384	(109)	-1%	16 384
Waste water management	10 202	14 300	13 403	3 976	13 221	13 403	(182)	-1%	13 403
Waste management	3 041	10 200	9 300	1 167	9 267	9 300	(33)	0%	9 300
<b>Total Capital Expenditure - Standard Classification</b>	<b>119 972</b>	<b>97 721</b>	<b>122 785</b>	<b>25 688</b>	<b>108 306</b>	<b>122 785</b>	<b>(14 479)</b>	<b>-12%</b>	<b>122 785</b>
<b>Funded by:</b>									
National Government	21 131	24 174	23 608	5 514	22 864	23 608	(724)	-3%	23 608
Provincial Government	12 896	10 060	31 690	9 452	31 850	31 890	(40)	0%	31 890
District Municipality	-	-	-	-	-	-	-	-	-
Other transfers and grants	81	1 000	1 000	-	1 000	1 000	-	-	1 000
<b>Transfers recognised - capital</b>	<b>34 207</b>	<b>35 234</b>	<b>56 498</b>	<b>14 968</b>	<b>55 734</b>	<b>56 498</b>	<b>(764)</b>	<b>-1%</b>	<b>56 498</b>
Public contributions & donations	1 199	1 134	1 936	124	423	1 936	(1 513)	-78%	1 936
Borrowing	70 634	46 923	48 770	7 960	39 012	48 770	(9 758)	-20%	48 770
Internally generated funds	13 533	14 430	15 582	2 638	13 138	15 582	(2 444)	-16%	15 582
<b>Total Capital Funding</b>	<b>119 972</b>	<b>97 721</b>	<b>122 785</b>	<b>25 688</b>	<b>108 306</b>	<b>122 785</b>	<b>(14 479)</b>	<b>-12%</b>	<b>122 785</b>

Capital expenditure is 11, 79% below the Year-to-Date budget.

Table C6: Monthly Budget Statement - Financial Position

## WC032 Overstrand - Table C6 Monthly Budget Statement - Financial Position - M12 June

Description	2013/14	Budget Year 2014/15			
	Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands					
<b>ASSETS</b>					
<b>Current assets</b>					
Cash	83 158	88 050	89 421	78 935	89 421
Call investment deposits	-	-	-	25 051	-
Consumer debtors	47 451	52 591	52 591	54 101	52 591
Other debtors	51 704	44 398	55 398	30 472	55 398
Current portion of long-term receivables	15	14	14	14	14
Inventory	13 137	12 092	11 082	13 396	11 082
<b>Total current assets</b>	<b>175 465</b>	<b>197 146</b>	<b>208 517</b>	<b>202 970</b>	<b>208 517</b>
<b>Non current assets</b>					
Long-term receivables	58	57	57	54	57
Investments	16 985	22 207	22 207	23 149	22 207
Investment property	164 501	175 866	164 501	168 801	164 501
Investments in Associate	-	-	-	-	-
Property, plant and equipment	3 111 056	3 072 423	3 140 791	3 113 519	3 140 791
Agricultural	-	-	-	-	-
Biological assets	-	-	-	-	-
Intangible assets	5 220	6 425	5 220	5 220	5 220
Other non-current assets	4 301	39 500	-	-	-
<b>Total non current assets</b>	<b>3 302 111</b>	<b>3 316 479</b>	<b>3 332 776</b>	<b>3 310 742</b>	<b>3 332 776</b>
<b>TOTAL ASSETS</b>	<b>3 477 576</b>	<b>3 513 625</b>	<b>3 541 293</b>	<b>3 513 712</b>	<b>3 541 293</b>
<b>LIABILITIES</b>					
<b>Current liabilities</b>					
Bank overdraft	-	-	-	-	-
Borrowing	20 443	25 105	25 064	23 069	25 064
Consumer deposits	37 751	41 321	41 321	41 743	41 321
Trade and other payables	64 943	55 831	50 563	69 075	50 563
Provisions	25 663	31 592	36 166	25 281	36 166
<b>Total current liabilities</b>	<b>148 801</b>	<b>153 849</b>	<b>153 113</b>	<b>160 068</b>	<b>153 113</b>
<b>Non current liabilities</b>					
Borrowing	392 444	411 766	412 825	409 515	412 825
Provisions	128 527	137 501	180 879	193 135	180 879
<b>Total non current liabilities</b>	<b>520 970</b>	<b>549 267</b>	<b>593 707</b>	<b>602 650</b>	<b>593 707</b>
<b>TOTAL LIABILITIES</b>	<b>669 772</b>	<b>703 116</b>	<b>746 825</b>	<b>762 718</b>	<b>746 820</b>
<b>NET ASSETS</b>	<b>2 807 805</b>	<b>2 810 509</b>	<b>2 794 472</b>	<b>2 750 994</b>	<b>2 794 472</b>
<b>COMMUNITY WEALTH/EQUITY</b>					
Accumulated Surplus/(Deficit)	2 805 240	2 808 575	2 791 899	2 748 423	2 791 899
Reserves	2 565	1 934	2 573	2 571	2 573
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	<b>2 807 805</b>	<b>2 810 509</b>	<b>2 794 472</b>	<b>2 750 994</b>	<b>2 794 472</b>

The statement of financial position is in line with expectations.

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Table C7: Monthly Budget Statement - Cash Flow

WC032 Overstrand - Table C7 Monthly Budget Statement - Cash Flow - M12 June

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>									
<b>Receipts</b>									
Ratpayers and other	883 018	716 642	741 637	77 410	734 868	655 113	79 755	12%	741 637
Government - operating	63 477	58 407	61 289	1 620	61 141	61 141	-	-	61 289
Government - capital	38 090	36 368	57 549	13 925	54 529	54 529	-	-	57 548
Interest	8 470	8 454	8 454	1 325	10 397	10 397	-	-	8 454
Dividends	-	-	-	-	-	-	-	-	-
<b>Payments</b>									
Suppliers and employees	(637 833)	(693 525)	(677 352)	(101 783)	(642 674)	(541 882)	100 792	-19%	(677 352)
Finance charges	(39 858)	(45 162)	(44 480)	(15 535)	(43 447)	(43 447)	-	-	(44 480)
Transfers and Grants	(38 749)	(41 370)	(41 668)	(5 504)	(42 200)	(42 200)	-	-	(41 668)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>	<b>76 816</b>	<b>80 814</b>	<b>105 429</b>	<b>(26 544)</b>	<b>132 614</b>	<b>153 651</b>	<b>21 037</b>	<b>14%</b>	<b>105 429</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>									
<b>Receipts</b>									
Proceeds on disposal of PPE	5 073	-	-	-	-	-	-	-	-
Decrease (increase) in non-current debtors	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables	18	15	15	7	15	15	-	-	15
Decrease (increase) in non-current investments	(6 529)	(5 627)	(5 627)	(479)	(6 164)	(6 184)	-	-	(5 627)
<b>Payments</b>									
Capital assets	(130 930)	(97 721)	(122 785)	(25 688)	(108 306)	(108 306)	-	-	(122 785)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>	<b>(130 368)</b>	<b>(193 533)</b>	<b>(128 597)</b>	<b>(26 160)</b>	<b>(114 475)</b>	<b>(114 475)</b>	<b>-</b>	<b>-</b>	<b>(128 597)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>									
<b>Receipts</b>									
Short term loans	(730)	5 320	8 541	-	165	165	-	-	6 541
Borrowing long term/refinancing	51 300	40 000	40 000	-	40 000	40 000	-	-	40 000
Increase (decrease) in consumer deposits	2 819	2 703	2 703	(20)	3 992	3 992	-	-	2 703
<b>Payments</b>									
Repayment of borrowing	(20 626)	(21 061)	(21 061)	(2 980)	(20 468)	(20 468)	-	-	(21 061)
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>	<b>32 764</b>	<b>27 163</b>	<b>28 183</b>	<b>(3 000)</b>	<b>23 689</b>	<b>23 689</b>	<b>-</b>	<b>-</b>	<b>28 183</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>	<b>(20 989)</b>	<b>3 444</b>	<b>5 015</b>	<b>(55 704)</b>	<b>41 828</b>	<b>62 865</b>			<b>5 015</b>
Cash/cash equivalents at beginning:	84 147	84 406	83 158		83 158	83 158			83 158
Cash/cash equivalents at month/year end:	63 158	88 050	88 173		104 987	126 024			88 173

Table C7 balances to the current Cash balance, shown in the 'YTD actual' column, which is R104.9 million.

The municipality started the year with a positive cashbook balance of R63.1 million. The June 2015 closing balance is R R104.9 million. Refer to Supporting Table SC9 for more details on the cash position.

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**Supporting Table SC9: Monthly Budget Statement – Actual & revised targets for cash receipts & cash flows**

WC032 Overstrand - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M12 June														2014/15 Medium Term Revenue & Expenditure Framework		
Description	Budget Year 2014/15												Budget Year	Budget Year +1	Budget Year +2	
	July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	2014/15	2015/16	2016/17	
R thousands	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget				
<b>Cash Receipts by Source</b>																
Property rates	9 083	8 375	8 158	8 671	9 922	10 921	10 867	14 177	13 727	12 320	11 997	11 952	129 610	157 839	169 418	
Property rates - penalties & collection charge	62	63	61	81	63	63	63	61	61	60	58	55	747	1 103	1 158	
Service charges - electricity revenue	25 001	27 340	27 688	24 033	22 447	22 705	22 637	22 736	22 158	22 529	21 793	25 014	386 015	332 754	349 694	
Service charges - water revenue	3 388	11 920	11 144	11 690	11 222	10 711	11 061	10 044	11 017	9 904	9 999	9 232	127 716	99 825	105 460	
Service charges - sanitation revenue	4 675	5 254	5 004	5 252	5 288	6 027	6 295	6 258	6 468	5 968	5 810	5 757	67 684	66 918	70 723	
Service charges - refuse	4 365	4 754	4 641	4 890	4 669	4 758	4 651	4 600	4 888	4 654	4 709	4 943	56 301	59 430	63 042	
Rental of facilities and equipment	667	583	493	729	661	2 088	878	630	654	579	412	673	9 060	6 729	8 610	
Interest earned - external investments	349	372	554	648	620	686	638	662	667	442	1 004	1 131	6 115	6 210	6 209	
Interest earned - outstanding debtors	179	187	188	182	184	181	180	180	219	193	212	193	2 282	2 434	2 322	
Fines	750	886	768	811	863	698	676	614	667	632	596	526	8 468	7 229	7 817	
Licences and permits	194	159	176	158	154	143	177	169	184	165	169	163	1 912	2 447	2 680	
Agency services	253	223	229	229	230	230	240	240	233	219	199	242	2 798	2 727	3 000	
Transfer receipts - operating	20 617	518	368	1 353	18 426	1 549	907	279	14 403	388	821	1 620	81 141	84 937	99 809	
Other revenue	5 490	2 388	5 612	1 237	700	2 399	2 961	1 953	3 412	15 990	7 131	18 534	44 208	21 459	15 294	
<b>Cash Receipts by Source</b>	<b>80 874</b>	<b>82 714</b>	<b>85 946</b>	<b>89 882</b>	<b>75 048</b>	<b>83 088</b>	<b>81 852</b>	<b>82 561</b>	<b>79 267</b>	<b>89 958</b>	<b>84 688</b>	<b>89 354</b>	<b>886 409</b>	<b>833 887</b>	<b>902 344</b>	
<b>Other Cash Flows by Source</b>																
Transfer receipts - capital	-	-	1 569	2 704	4 118	6 933	1 975	7 323	7 999	2 667	4 767	13 925	54 929	39 487	31 388	
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Proceeds on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Borrowing long term/financing	-	-	-	-	-	-	-	-	40 800	-	-	-	40 800	45 000	45 000	
Increase in consumer deposits	1 976	30	293	125	482	116	33	178	281	154	418	(20)	3 992	2 893	3 185	
Receipt of non-current debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	39 500	
Receipt of non-current receivables	0	0	0	0	0	0	0	0	0	0	0	7	15	14	14	
Change in non-current investments	(483)	(461)	(483)	(394)	(541)	(415)	(697)	(521)	(540)	(490)	(524)	(479)	(6 194)	(5 618)	(5 663)	
<b>Total Cash Receipts by Source</b>	<b>82 367</b>	<b>82 299</b>	<b>87 327</b>	<b>92 357</b>	<b>79 927</b>	<b>71 389</b>	<b>81 263</b>	<b>89 541</b>	<b>86 892</b>	<b>93 335</b>	<b>89 390</b>	<b>93 787</b>	<b>898 923</b>	<b>933 887</b>	<b>1 014 336</b>	
<b>Cash Payments by Type</b>																
Employee related costs	17 618	19 912	19 238	19 888	30 766	21 546	21 737	29 430	19 341	20 723	20 994	20 213	251 693	293 362	313 218	
Remuneration of councillors	665	665	644	690	683	652	660	647	647	690	683	683	8 104	9 109	9 744	
Interest paid	131	-	1 147	4 171	1 323	8 813	1 666	-	2 239	8 836	1 587	15 535	43 447	67 472	49 508	
Bulk purchases - Electricity	2 671	19 612	19 716	12 718	11 136	12 257	12 818	11 975	11 086	12 159	11 943	29 382	167 660	180 000	191 640	
Bulk purchases - Water & Sewer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other materials	637	801	963	1 915	1 636	1 336	1 478	1 254	1 320	1 576	1 984	2 604	16 633	20 201	19 161	
Contracted services	1 153	3 174	4 082	5 876	5 746	7 067	3 992	5 150	7 166	6 752	7 748	18 473	78 107	95 248	100 937	
Grants and subsidies paid - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Grants and subsidies paid - other	2 389	3 446	3 478	3 725	3 923	3 571	3 534	3 519	3 493	3 513	3 514	3 504	42 200	44 660	46 708	
General expenses	17 319	(5 198)	4 140	16 156	5 580	10 925	3 518	5 395	6 975	12 314	11 471	33 919	119 457	126 184	166 754	
<b>Cash Payments by Type</b>	<b>43 775</b>	<b>44 111</b>	<b>54 206</b>	<b>65 036</b>	<b>60 292</b>	<b>65 866</b>	<b>49 393</b>	<b>48 879</b>	<b>52 577</b>	<b>64 858</b>	<b>59 715</b>	<b>129 823</b>	<b>728 321</b>	<b>819 832</b>	<b>900 561</b>	
<b>Other Cash Flows/Payments by Type</b>																
Capital assets	-	2 668	5 907	5 997	8 111	15 952	671	9 287	15 965	13 131	7 118	25 688	108 308	86 162	90 118	
Repayment of borrowing	978	-	678	4 409	955	2 828	1 002	-	779	4 712	1 047	2 980	20 488	23 526	27 229	
<b>Total Cash Payments by Type</b>	<b>44 754</b>	<b>46 779</b>	<b>60 792</b>	<b>75 041</b>	<b>69 349</b>	<b>83 844</b>	<b>51 066</b>	<b>57 866</b>	<b>68 411</b>	<b>82 701</b>	<b>66 880</b>	<b>149 491</b>	<b>857 894</b>	<b>928 722</b>	<b>1 010 898</b>	
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>	<b>37 614</b>	<b>15 520</b>	<b>6 533</b>	<b>(12 684)</b>	<b>9 658</b>	<b>(12 457)</b>	<b>19 167</b>	<b>31 672</b>	<b>18 481</b>	<b>(29 366)</b>	<b>2 470</b>	<b>(55 704)</b>	<b>41 828</b>	<b>4 964</b>	<b>3 437</b>	
Cash/cash equivalents at the month/year end	83 158	100 772	116 281	122 617	110 123	116 191	107 333	117 501	109 195	187 580	198 221	160 691	63 188	104 987	109 961	
Cash/cash equivalents at the month/year end	130 772	116 291	122 817	110 133	119 781	107 302	117 531	108 105	97 386	158 221	160 891	154 987	104 987	109 961	113 388	

This supporting table gives a detailed breakdown of information summarised in Table C7

**PART 2 – SUPPORTING DOCUMENTATION**  
**Debtors' analysis**

**Supporting Table SC3 Debtors' age analysis**

WC332 Overstrand – Supporting Table SC3 Monthly Budget Statement - aged debtors - M12 June

Description	NT Code	Budget Year 2014/15									Total over 90 Days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts (i.e. Council Policy)
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Days	151-180 Days	181 Days - 1 Yr	Over 1 Yr	Total			
<b>R thousands</b>													
<b>Debtors Age Analysis By Income Source</b>													
Trade and Other Receivables from Exchange Transactions	1203	8 071	371	223	211	170	105	472	2 661	15 288	3 620	94	4 124
Trade and Other Receivables from Exchange Transactions	1200	10 922	245	145	136	104	90	487	2 007	14 144	2 827	26	1 228
Receivables from Non-exchange Transactions - Property	1400	12 630	360	223	168	144	128	659	1 971	16 429	3 217	86	3 778
Receivables from Exchange Transactions - Waste Water	1500	5 279	181	119	94	86	71	557	1 744	7 929	2 350	63	2 760
Receivables from Exchange Transactions - Waste Manage	1600	4 284	134	90	71	62	57	312	1 223	6 283	1 725	35	1 522
Receivables from Exchange Transactions - Property Rental	1700	151	63	3	3	6	6	23	109	380	196	5	214
Interest on Aneur Debtor Accounts	1870	54	30	30	34	33	32	254	4 212	4 678	4 695	-	-
Recoverable unauthorised, irregular, fruitless and wasteful	1830	-	-	-	-	-	-	-	-	-	-	-	-
Other	1900	2 954	250	263	279	108	134	510	2 227	9 745	3 257	82	2 733
<b>Total By Income Source</b>	<b>2000</b>	<b>45 343</b>	<b>1 634</b>	<b>1 127</b>	<b>1 001</b>	<b>715</b>	<b>627</b>	<b>3 220</b>	<b>16 155</b>	<b>69 821</b>	<b>21 717</b>	<b>374</b>	<b>16 359</b>
<b>2013/14 - totals only</b>		<b>40 789</b>	<b>1 700</b>	<b>1 016</b>	<b>900</b>	<b>671</b>	<b>691</b>	<b>3 557</b>	<b>14 971</b>	<b>64 309</b>	<b>20 790</b>		
<b>Debtors Age Analysis By Customer Group</b>													
Organs of State	2200	635	53	11	15	5	6	222	153	1 101	402	-	-
Commercial	2300	6 130	131	34	30	27	21	123	603	7 879	804	14	624
Households	2400	36 570	1 438	1 074	346	690	594	2 851	15 944	61 597	20 114	259	15 735
Other	2500	1 071	11	6	9	4	4	25	255	44	387	-	-
<b>Total By Customer Group</b>	<b>2600</b>	<b>45 343</b>	<b>1 634</b>	<b>1 127</b>	<b>1 001</b>	<b>715</b>	<b>627</b>	<b>3 220</b>	<b>16 155</b>	<b>69 821</b>	<b>21 717</b>	<b>374</b>	<b>16 359</b>

Debtors' levels remain stable. The overall increased debtors' results from the year-on-year increase in billings from increased tariffs at the start of the new financial year. This conclusion can be drawn from the increase in the 0-30 days (current) debtors.

**Summary of Indigent Households**

October	6 811	R 3 491 939.24	25 248	32 059	21.29%
November	6 871	R 3 523 219.35	25 188	32 059	21.43%
<b>2015</b>					
January	6 874	R 3 534 060.10	25 187	32 061	21.44%
February	6 867	R 3 519 406.03	25 192	32 059	21.42%
March	6 813	R 3 493 291.66	25 246	32 059	21.25%
April	6 895	R 3 512 639.36	25 162	32 057	21.51%
May	6 923	R 3 514 170.15	25 133	32 056	21.60%
June	6 842	R 3 504 380.90	25 326	32 251	
		R 41 921 502.46	25 232	32 074	

**Summary of Debtors Age Analysis**

MONTH	< 30 Days	< 60 Days	< 90 Days	< 120 Days	< 150 Days	< 180 Days	< 365 Days	> 365 Days	Total	Older than 30 Days	Older than 90 days
<b>2014/15</b>											
2014/15											
June	45 343 266	1 633 752	1 126 893	1 000 760	714 586	626 963	3 220 140	16 154 673	69 821 203	24 477 937	21 717 292
May	46 325 096	1 701 907	1 208 798	816 939	698 411	654 425	3 397 805	15 881 045	72 586 427	24 261 331	21 350 627
April	48 717 143	1 707 158	965 440	793 252	602 551	690 162	3 389 853	15 685 048	72 580 617	23 863 474	21 160 676
March	48 015 959	1 689 314	994 850	707 227	748 854	666 671	3 354 091	15 586 177	71 743 149	23 727 186	21 063 021
February	51 498 213	1 674 898	970 765	879 085	756 121	620 969	3 242 591	15 619 897	75 462 558	23 964 345	21 318 682
January	53 526 534	1 525 182	1 056 426	887 207	889 580	637 109	3 242 557	15 688 534	77 453 112	23 926 578	21 344 968
December	46 368 626	1 514 662	1 023 404	956 559	685 466	664 671	3 178 795	15 509 796	69 905 379	23 536 554	20 998 488
November	47 840 253	1 676 626	1 191 565	815 207	763 965	720 617	3 223 342	15 530 619	71 764 613	23 824 360	21 053 970
October	46 088 980	2 739 014	978 467	859 443	778 230	691 071	3 158 221	15 440 013	69 733 419	24 644 459	20 926 979
September	46 339 607	1 494 208	1 062 779	858 730	770 427	629 062	3 186 388	15 451 882	69 833 303	23 483 496	20 936 506
August	46 985 962	1 496 643	1 072 568	867 040	682 671	638 963	3 313 154	15 272 132	70 326 153	23 343 191	20 773 980

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## Creditors' analysis

### Supporting Table SC4

WC032 Overstrand - Supporting Table SC4 Monthly Budget Statement - aged creditors - M12 June

Description	NT Code	Budget Year 2014/15								Total	Prior year totals for chart (same period)	
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year			
<b>Creditors Age Analysis By Customer Type</b>												
Bulk Electricity	0100	18 351									18 351	1 325
Bulk Water	0200										-	-
PAYE deductions	0300	-									-	2 549
VAT (output less input)	0400										-	-
Pensions / Retirement deductions	0500										-	-
Loan repayments	0600										-	-
Trade Creditors	0700	4 188									4 188	3 786
Auditor General	0800										-	-
Other	0900										-	-
<b>Total By Customer Type</b>	<b>1000</b>	<b>22 540</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22 540</b>	<b>7 660</b>

Supporting Table SC4 reflects current creditors at the end of June 2015.

The payment of creditors is within requirements of the MFMA.

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## Investment portfolio analysis Supporting Table SC5

WC032 Overstrand - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M12 June

Investments by maturity Name of institution & investment ID	Period of investment	Type of investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
R thousands	Yrs/Months							
<b>Municipality</b>								
LIBERTY 15934476	15 YEARS		01/09/2025	30		8 230	125	8 385
LIBERTY 21196964	14 YEARS		01/09/2025	45		12 881	260	13 186
MOMENTUM MP 3853776	14 YEARS		01/07/2026	(12)		1 552	30	1 578
ABSA 4074809272	DAILY	CALL		2	5.5%	409		411
ABSA 9284200188	DEP PLUS	CALL		113	5.8%	24 793	(24 000)	907
ABSA 9295506141	DAILY	CALL		105	5.8%	14 629	10 000	24 734
NEDBANK 9831210301	34 DAYS	FIXED	04/05/2015	36		-	-	-
STANDARD BANK 288434005/011	32 DAYS	FIXED	05/06/2015	166	8.3%	30 000	(30 166)	-
NEDBANK 9831210301	32 DAYS	FIXED	05/06/2015	166	8.3%	30 000	(30 166)	-
STANDARD BANK 288434005/012	14 DAYS	FIXED	01/06/2015	50	8.1%	20 000	(20 050)	-
STANDARD BANK 288434005/013	14 DAYS	FIXED	19/06/2015	115	6.0%		(115)	(0)
STANDARD BANK 288434005/014	7 DAYS	FIXED	03/06/2015	58	6.0%		(58)	-
<b>Municipality sub-total</b>				<b>873</b>		<b>142 501</b>	<b>(94 139)</b>	<b>49 200</b>
<b>TOTAL INVESTMENTS AND INTEREST</b>				<b>873</b>		<b>142 501</b>	<b>(94 139)</b>	<b>49 200</b>

Surplus cash not immediately required is invested in call and monthly deposits.

Long term investments relate to the sinking fund investments.

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## Allocation and grant receipts and expenditure Supporting Table SC6 – Grant receipts

WC032 Overstrand - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M12 June

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<b>RECEIPTS:</b>									
<b>Operating Transfers and Grants</b>									
National Government:	44 493	54 673	56 511	-	56 511	56 511	-	-	56 511
Local Government Equitable Share	41 949	52 021	52 021		52 021	52 021	-	-	52 021
Finance Management	1 300	684	1 450		1 450	1 450	-	-	1 450
EPWP Incentive	1 244	1 708	1 708		1 708	1 708	-	-	1 708
Municipal Disaster Recovery Grant			1 272		1 272	1 272	-	-	1 272
Provincial Government:	4 673	3 734	4 174	-	4 137	4 137	-	-	4 174
Housing		183	81		288	288	-	-	81
Emergency Housing Programme (EHP)		220	220			220	(220)	-	220
Provincial Library Grant	805	3 182	3 182		3 182	3 182	-	-	3 182
Community Development Worker Grant	49	52	70		70	70	-	-	70
Main Road Subsidy	2 651	97	97		83	83	-	-	97
Thusang Service centre grant	218								
Nelson Mandela commemoration Grant	100								
Greenest Municipality	50								
Financial Management Support Grant	900		514		515	515	-	-	514
Other grant providers:			185						185
Friedrich Naumann Foundation			185		185	185	-	-	185
<b>Total Operating Transfers and Grants</b>	<b>48 186</b>	<b>58 407</b>	<b>60 876</b>	<b>-</b>	<b>60 833</b>	<b>61 053</b>	<b>-</b>	<b>-</b>	<b>60 870</b>
<b>Capital Transfers and Grants</b>									
National Government:	26 608	24 174	23 608	-	23 608	23 608	-	-	23 608
Municipal Infrastructure Grant (MIG)	18 755	20 674	20 674		20 674	20 674	-	-	20 674
Finance Management		966	-		-	-	-	-	-
Municipal Systems Improvement	890	934	934		934	934	-	-	934
INEP	3 000	2 000	2 000		2 000	2 000	-	-	2 000
Neighbourhood Development Partnership	3 963								
Other capital transfers (insert description)									
Provincial Government:	27 477	10 060	30 516	-	30 539	30 539	-	-	25 319
Housing	26 395	7 810	20 368		28 389	28 389	-	-	23 189
Sport & Recreation Grant	100	100	-						-
Provincial Library Grant		2 150	2 150		2 150	2 150	-	-	2 150
Public transport non-motorised infrastructure grant	982								
Other grant providers:		1 051	2 051		1 000	1 000	-	-	2 051
ZWA ADIP		1 000	1 000		1 000	1 000	-	-	1 000
Spazio 4 Sport		51	51						51
National lotto			1 000						1 000
<b>Total Capital Transfers and Grants</b>	<b>54 085</b>	<b>35 285</b>	<b>56 175</b>	<b>-</b>	<b>55 147</b>	<b>55 147</b>	<b>-</b>	<b>-</b>	<b>50 978</b>
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	<b>102 271</b>	<b>93 692</b>	<b>117 045</b>	<b>-</b>	<b>115 980</b>	<b>116 200</b>	<b>(220)</b>	<b>-</b>	<b>111 848</b>

Grant receipts are monitored according to the payment schedules. Year to date actual only reflects actual receipts for 2014/2015.

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## Supporting Table SC7 – Grant expenditure

WC032 Overstrand - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M12 June

Description	2013/14	Budget Year 2014/15							Full Year Forecast
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands									
<b>EXPENDITURE</b>									
<b>Operating expenditure of Transfers and Grants</b>									
National Government:	3 084	2 452	3 218	525	3 628	3 218	(590)	-18.3%	3 218
Local Government Equitable Share									
Finance Management	1 300	884	1 450	107	860	1 450	(590)	-40.7%	1 450
EPWP Incentive	1 244	1 758	1 758	418	1 768	1 758	-		1 758
Municipal Systems Improvement	540								
Municipal Disaster Recovery Grant									
Provincial Government:	22 802	3 734	4 778	343	4 344	4 778	(434)	-9.1%	4 778
Housing	18 669	183	412	181	412	412	-		412
Emergency Housing Programme (EHP)		220	220			220	(220)	-100.0%	220
Provincial Library Grant	795	3 182	3 182		3 182	3 182	-		3 182
Community Development Worker Grant	49	52	70	5	70	70	-		70
Financial Management Support Grant	155		759	157	545	759	(214)		759
Thusing Service centre grant	218								
Nelson Mandela commemoration Grant	100								
Greenest Municipality	12		38		38	38	-		38
HCE	47								
Mobility Strategy	105								
Main Road Subsidy	2 651	97	97		97	97	-		97
District Municipality:	-	-	-	-	-	-	-		-
Other grant providers:	-	-	185	-	182	185	(23)	-12.3%	-
Friedrich Naumann Foundation			185		182	185	(23)	-12.3%	
Total operating expenditure of Transfers and Grants:	25 686	6 386	8 181	868	7 135	8 181	(1 046)	-12.8%	7 998
<b>Capital expenditure of Transfers and Grants</b>									
National Government:	25 094	24 174	23 608	5 612	23 608	23 608	-		24 174
Municipal Infrastructure Grant (MIG)	18 755	20 674	20 674	4 198	20 674	20 674	-		20 674
Finance Management		566							566
Municipal Systems Improvement	350	934	934	934	934	934	-		934
INEP	2 026	2 000	2 000	481	2 000	2 000	-		2 000
Neighbourhood Development Partnership	3 963								
Provincial Government:	12 996	10 060	31 890	9 067	31 890	31 890	-		28 693
Housing	10 404	7 810	29 740	8 132	29 740	29 740	-		34 543
Sport & Recreation Grant	100	100							-
Public transport non-motorised infrastructure grant	2 482								
Provincial Library Grant	10	2 150	2 150	935	2 150	2 150	-		2 150
Other grant providers:	-	2 134	2 051	-	1 000	2 051	(1 051)	-51.2%	2 051
QWA ACIP		1 000	1 000		1 000	1 000	-		1 000
Spaces 4 Sport		51	51			51			51
Eskom Rebate/National Loto		1 085	1 000			1 000	(1 000)	-100.0%	1 000
Total capital expenditure of Transfers and Grants	38 090	36 368	57 549	14 678	56 498	57 549	(1 051)	-1.8%	52 918
<b>TOTAL EXPENDITURE OF TRANSFERS AND GRANTS</b>	<b>63 976</b>	<b>42 754</b>	<b>65 730</b>	<b>15 546</b>	<b>63 632</b>	<b>65 730</b>	<b>(2 097)</b>	<b>-3.2%</b>	<b>60 914</b>

Grant expenditure is monitored against grant receipts.

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## Expenditure on councillor allowances and employee benefits

### Supporting Table SC8

WC032 Overstrand - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M12 June

Summary of Employee and Councillor remuneration	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Councillors (Political Office Bearers plus Other)</b>									
Basic Salaries and Wages	7 415	7 568	7 911	632	7 533	7 911	(378)	-5%	7 911
Pension and UIF Contributions			-				-		
Medical Aid Contributions			-				-		
Motor Vehicle Allowance			-				-		
Cellphone Allowance	518	548	505	51	570	605	(34)	-6%	605
Housing Allowances			-				-		
Other benefits and allowances			-				-		
<b>Sub Total - Councillors</b>	<b>7 933</b>	<b>8 516</b>	<b>8 516</b>	<b>683</b>	<b>8 104</b>	<b>8 516</b>	<b>(412)</b>	<b>-5%</b>	<b>8 516</b>
<b>Senior Managers of the Municipality</b>									
Basic Salaries and Wages	8 566	9 190	9 190	766	9 190	9 190	-		9 190
Pension and UIF Contributions			-				-		
Medical Aid Contributions			-				-		
Overtime			-				-		
Performance Bonus			-				-		
Motor Vehicle Allowance			-				-		
Cellphone Allowance	139	163	163	13	147	147	-		163
Housing Allowances			-				-		
Other benefits and allowances			-				-		
Payments in lieu of leave			-				-		
Long service awards			-				-		
Post-retirement benefit obligations			-				-		
<b>Sub Total - Senior Managers of Municipality</b>	<b>8 706</b>	<b>9 354</b>	<b>9 354</b>	<b>779</b>	<b>9 337</b>	<b>9 337</b>	<b>-</b>		<b>9 354</b>
<b>Other Municipal Staff</b>									
Basic Salaries and Wages	158 389	175 220	170 729	15 339	167 967	170 729	(2 762)	-2%	170 729
Pension and UIF Contributions	25 104	29 321	29 321	2 251	27 068	29 321	(2 253)	-8%	29 321
Medical Aid Contributions	8 828	11 463	11 463	608	9 363	11 463	(2 100)	-18%	11 463
Overtime	14 370	13 913	13 913	1 074	13 694	13 913	(219)	-2%	13 913
Performance Bonus			-				-		
Motor Vehicle Allowance	9 750	11 780	11 780	796	9 634	11 780	(2 120)	-18%	11 780
Cellphone Allowance	1 541	1 474	1 474	104	1 241	1 474	(234)	-16%	1 474
Housing Allowances	957	1 018	1 018	81	944	1 036	(82)	-8%	1 018
Other benefits and allowances	9 944	11 118	11 118	1 001	11 005	11 118	(49)	0%	11 118
Payments in lieu of leave	1 855	2 350	2 350	196	2 350	2 350	-		2 350
Long service awards	3 587	1 200	1 791	106	1 291	1 791	(500)	-28%	1 791
Post-retirement benefit obligations	17 799	11 875	11 825	954	11 925	11 925	-		11 925
<b>Sub Total - Other Municipal Staff</b>	<b>251 939</b>	<b>279 713</b>	<b>266 863</b>	<b>22 791</b>	<b>256 545</b>	<b>266 881</b>	<b>(10 335)</b>	<b>-4%</b>	<b>266 863</b>
<b>TOTAL SALARY, ALLOWANCES &amp; BENEFITS</b>	<b>268 577</b>	<b>288 582</b>	<b>284 732</b>	<b>24 253</b>	<b>273 986</b>	<b>284 733</b>	<b>(10 747)</b>	<b>-4%</b>	<b>284 732</b>
<b>TOTAL MANAGERS AND STAFF</b>	<b>280 545</b>	<b>289 966</b>	<b>276 217</b>	<b>23 570</b>	<b>265 882</b>	<b>276 218</b>	<b>(10 335)</b>	<b>-4%</b>	<b>276 217</b>

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## **SDBIP**

The results of the SDBIP are included in a separate comprehensive report that is tabled quarterly in Council.

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## Financial Performance Supporting Table SC2

WC032 Overstrand - Supporting Table SC2 Monthly Budget Statement - performance indicators - M12 June

Description of financial indicator	Basis of calculation	2013/14	Budget Year 2014/15			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<b>Borrowing Management</b>						
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure	2.3%	17.8%	15.1%	4.8%	5.7%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants	58.5%	48.0%	39.7%	36.0%	39.7%
<b>Safety of Capital</b>						
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provisions/ Funds & Reserves	17.0%	17.5%	17.5%	18.3%	17.5%
Gearing	Long Term Borrowing/ Funds & Reserves	15300.9%	21294.4%	16045.6%	15928.0%	16045.6%
<b>Liquidity</b>						
Current Ratio	Current assets/current liabilities	117.3%	128.1%	136.2%	126.8%	136.2%
Liquidity Ratio	Monetary Assets/Current Liabilities	42.4%	57.2%	56.4%	65.6%	58.4%
<b>Revenue Management</b>						
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing					
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	13.5%	12.4%	13.3%	10.4%	13.3%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Creditors Management</b>						
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))	97.8%	95.0%	95.0%	95.0%	95.0%
<b>Funding of Provisions</b>						
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions					
<b>Other Indicators</b>						
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	6.0%	6.7%	6.7%	5.8%	6.7%
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	21.5%	20.2%	20.2%	19.3%	20.2%
Employee costs	Employee costs/Total Revenue - capital revenue	35.4%	35.7%	34.1%	32.7%	34.1%
Repairs & Maintenance	R&M/Total Revenue - capital revenue	0.0%	0.0%	0.0%	0.0%	0.0%
Interest & Depreciation	I&D/Total Revenue - capital revenue	18.9%	19.7%	18.5%	5.3%	6.5%
<b>IDP regulation financial viability indicators</b>						
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year	16.9	22.4	22.4	17.3%	22.4
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	10.4%	14.2%	14.2%	10.4%	14.2%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	2.3	1.6	1.6	4.1	1.6

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## Capital programme performance Supporting Table SC12

WC032 Overstrand - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M12 June

Month	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
R thousands									
Monthly expenditure performance trend									
July	-	7 724	-	-	-	7 724	-	-	-
August	11 418	7 539	7 539	2 668	2 668	7 539	4 871	64.6%	3%
September	15 798	7 061	7 061	5 907	8 576	14 600	6 024	41.3%	9%
October	4 426	8 993	7 993	5 097	14 173	22 592	8 420	37.3%	15%
November	4 002	4 385	4 385	8 111	22 284	26 977	4 693	17.4%	23%
December	7 794	9 498	7 498	15 052	37 336	34 474	(2 861)	-8.3%	38%
January	2 910	7 604	7 604	671	38 006	42 079	4 072	9.7%	39%
February	7 811	6 486	8 517	9 297	47 303	50 586	3 283	6.5%	48%
March	15 322	6 893	9 020	15 164	62 467	59 617	(2 851)	-4.6%	64%
April	5 445	7 743	10 470	12 162	74 629	70 086	(4 543)	-6.5%	78%
May	14 253	4 673	7 400	7 988	82 617	77 486	(5 131)	-6.9%	85%
June	30 795	19 122	45 299	25 688	108 306	122 785	14 479	11.8%	111%
<b>Total Capital expenditure</b>	<b>119 972</b>	<b>97 721</b>	<b>122 785</b>	<b>108 306</b>					

Capital expenditure is 11, 79% below the YTD adjustments budget projections at the end of June 2015.

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## Supporting Table SC13a

WC032 Overstrand - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M12 June

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<b>Capital expenditure on new assets by Asset Class/Sub-class</b>									
<b>Infrastructure</b>	56 127	34 500	34 003	8 285	32 922	33 992	1 070	3.1%	34 003
Infrastructure - Road transport	9 203	800	1 332	445	1 320	1 320	-		1 332
Roads, Pavements & Bridges	9 160								
Storm water	43	800	1 332	445	1 320	1 320	-		1 332
Infrastructure - Electricity	23 776	13 900	13 900	4 004	13 041	13 900	859	6.2%	13 900
Generation									
Transmission & Retiulation	23 776	13 900	13 900	4 004	13 041	13 900	859	6.2%	13 900
Street Lighting									
Infrastructure - Water	7 300	-	580	357	470	580	109	18.9%	580
Dams & Reservoirs									
Water purification									
Retiulation	7 300		580	357	470	580	109	18.9%	580
Infrastructure - Sanitation	8 449	9 600	8 892	2 312	8 892	8 892	-		8 892
Retiulation									
Sewerage purification	8 449	9 600	8 892	2 312	8 892	8 892	-		8 892
Infrastructure - Other	1 400	10 200	9 300	1 167	9 198	9 300	102	1.1%	9 300
Waste Management	1 400	10 200	9 300	1 167	9 198	9 300	102	1.1%	9 300
<b>Community</b>	13 896	18 266	38 167	10 077	32 281	38 167	5 887	15.4%	38 167
Parks & gardens									
Sportsfields & stadia	5 471	151	1 051		127	1 051	924	87.9%	1 051
Libraries		2 000	2 000	1 171	1 961	2 000	39	2.0%	2 000
Recreational facilities									
Fire, safety & emergency									
Security and policing									
Cemeteries									
Social rental housing	4 943	12 480	31 521	7 702	26 895	31 521	4 626	14.7%	31 521
Other	3 482	3 635	3 595	1 204	3 297	3 595	298	8.3%	3 595
<b>Heritage assets</b>	-	-	-	-	-	-	-	-	-
<b>Investment properties</b>	-	-	-	-	-	-	-	-	-
<b>Other assets</b>	8 918	16 815	17 776	2 799	10 377	17 899	7 522	42.0%	17 776
General vehicles	4 520	10 525	10 525	21	3 904	10 525	6 621	62.9%	10 525
Computers - hardware/equipment	957	2 548	2 662	996	2 433	2 682	248	9.3%	2 662
Furniture and other office equipment		2 508	2 365	895	1 716	2 369	653	27.8%	2 369
Other	3 441	1 235	2 200	887	2 323	2 323	-		2 200
<b>Intangibles</b>	-	-	-	-	-	-	-	-	-
Computers - software & programming									
Other									
<b>Total Capital Expenditure on new assets</b>	<b>72 941</b>	<b>69 581</b>	<b>89 946</b>	<b>21 161</b>	<b>75 579</b>	<b>90 058</b>	<b>14 479</b>	<b>16.1%</b>	<b>89 946</b>

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**Supporting Table SC13b**

WC032 Overstrand - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M12 June

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<b>Capital expenditure on renewal of existing assets by Asset Class/Sub-class</b>									
<b>Infrastructure</b>	39 529	25 200	28 384	3 090	28 384	28 384	0	0.0%	28 384
Infrastructure - Road transport	6 892	5 400	6 300	812	6 300	6 300	-		6 300
Roads, Pavements & Bridges	6 892	5 400	6 300	812	6 300	6 300	-		6 300
Storm water							-		
Infrastructure - Electricity	12 955	3 100	3 100	483	3 100	3 100	(0)	0.0%	3 100
Generation							-		
Transmission & Retiulation	12 955	3 100	3 100	483	3 100	3 100	(0)	0.0%	3 100
Street Lighting							-		
Infrastructure - Water	16 331	12 800	15 805	574	15 805	15 805	-		15 805
Dams & Reservoirs							-		
Water purification							-		
Retiulation	16 331	12 800	15 805	574	15 805	15 805	-		15 805
Infrastructure - Sanitation	1 711	3 900	3 179	1 220	3 179	3 179	0	0.0%	3 179
Retiulation							-		
Sewerage purification	1 711	3 900	3 179	1 220	3 179	3 179	0	0.0%	3 179
Infrastructure - Other	1 641	-	-	-	-	-	-		-
Waste Management	1 641	-	-	-	-	-	-		-
<b>Community</b>	5 686	2 939	4 454	1 438	4 343	4 343	-		4 454
Parks & gardens							-		
Sportsfields & stadia	225	2 939	1 565	378	1 454	1 454	-		1 565
Swimming pools							-		
Community halls							-		
Libraries							-		
Recreational facilities							-		
Fire, safety & emergency							-		
Security and policing							-		
Cemeteries							-		
Social rental housing	5 461		2 889	1 061	2 889	2 889	-		2 889
Other							-		
<b>Heritage assets</b>	-	-	-	-	-	-	-		-
<b>Investment properties</b>	-	-	-	-	-	-	-		-
Housing development							-		
Other							-		
<b>Other assets</b>	1 817	-	-	-	-	-	-		-
General vehicles							-		
Specialised vehicles	-	-	-	-	-	-	-		-
<b>Total Capital Expenditure on renewal of</b>	<b>47 932</b>	<b>28 139</b>	<b>32 838</b>	<b>4 528</b>	<b>32 727</b>	<b>32 727</b>	<b>0</b>	<b>0.0%</b>	<b>32 838</b>

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## Supporting Table SC13c

WC032 Overstrand - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M12 June

Description	2013/14	Budget Year 2014/15							Full Year Forecast
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands									
<b>Repairs and maintenance expenditure by Asset Class/Sub-class</b>									
<b>Infrastructure</b>	129 145	136 752	136 752	20 621	136 009	137 882	1 873	1.4%	136 752
Infrastructure - Road transport	63 749	68 540	68 540	13 522	65 726	66 826	1 100	1.6%	68 540
Roads, Pavements & Bridges	60 016	62 232	62 232	13 201	60 328	60 676	348	0.6%	62 232
Storm water	3 732	6 308	6 308	321	3 398	6 150	753	12.2%	6 308
Infrastructure - Electricity	20 488	25 491	25 491	2 617	26 276	26 700	424	1.6%	25 491
Generation	-	-	-	-	-	-	-	-	-
Transmission & Retiulation	20 488	25 491	25 491	2 617	26 276	26 700	424	1.6%	25 491
Street Lighting	-	-	-	-	-	-	-	-	-
Infrastructure - Water	27 931	26 775	26 775	2 797	25 811	26 105	294	1.1%	26 775
Dams & Reservoirs	-	-	-	-	-	-	-	-	-
Water purification	-	-	-	-	-	-	-	-	-
Retiulation	27 931	26 775	26 775	2 797	25 811	26 105	294	1.1%	26 775
Infrastructure - Sanitation	15 486	14 146	14 146	1 549	16 060	16 100	40	0.2%	14 146
Retiulation	-	-	-	-	-	-	-	-	-
Sewerage purification	15 486	14 146	14 146	1 549	16 060	16 100	40	0.2%	14 146
Infrastructure - Other	1 491	1 800	1 800	137	2 136	2 150	14	0.6%	1 800
Waste Management	1 491	1 800	1 800	137	2 136	2 150	14	0.6%	1 800
<b>Community</b>	7 349	9 298	9 298	1 726	8 489	9 268	829	8.9%	9 298
Parks & gardens	2 504	2 819	2 819	210	2 759	2 819	60	2.1%	2 819
Sportsfields & stadia	853	1 023	1 023	156	737	1 023	286	28.0%	1 023
Swimming pools	279	302	302	42	314	302	(12)	-4.1%	302
Community halls	814	906	906	304	1 186	906	(260)	-28.7%	906
Libraries	194	171	171	39	107	171	63	37.2%	171
Recreational facilities	-	-	-	-	-	-	-	-	-
Fire, safety & emergency	787	1 185	1 185	567	1 352	1 185	(167)	-14.1%	1 185
Security and policing	575	781	781	196	829	781	(48)	-6.1%	781
Cemeteries	53	53	53	37	74	53	(21)	-39.7%	53
Social rental housing	224	335	335	25	177	335	158	47.1%	335
Other	1 066	1 724	1 724	152	954	1 724	770	44.7%	1 724
<b>Heritage assets</b>	-	-	-	-	-	-	-	-	-
<b>Investment properties</b>	-	-	-	-	-	-	-	-	-
Housing development	-	-	-	-	-	-	-	-	-
<b>Other assets</b>	13 864	16 218	17 021	2 012	13 548	14 659	1 111	7.6%	16 218
General vehicles	-	-	-	-	-	-	-	-	-
Specialised vehicles	-	-	-	-	-	-	-	-	-
Plant & equipment	-	-	-	-	-	-	-	-	-
Computers - hardware/equipment	4 441	6 157	6 157	325	4 392	5 200	808	15.6%	6 157
Other Buildings	824	1 214	1 214	75	801	809	9	1.1%	1 214
Other	8 599	8 846	9 649	1 612	8 355	8 650	295	3.4%	8 846
<b>Agricultural assets</b>	-	-	-	-	-	-	-	-	-
<b>Biological assets</b>	-	-	-	-	-	-	-	-	-
<b>Intangibles</b>	-	-	-	-	-	-	-	-	-
<b>Total Repairs and Maintenance Expendit</b>	<b>150 358</b>	<b>162 268</b>	<b>163 071</b>	<b>24 360</b>	<b>158 026</b>	<b>161 838</b>	<b>3 813</b>	<b>2.4%</b>	<b>162 268</b>

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## Supporting Table SC13d

WC032 Overstrand - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M12 June

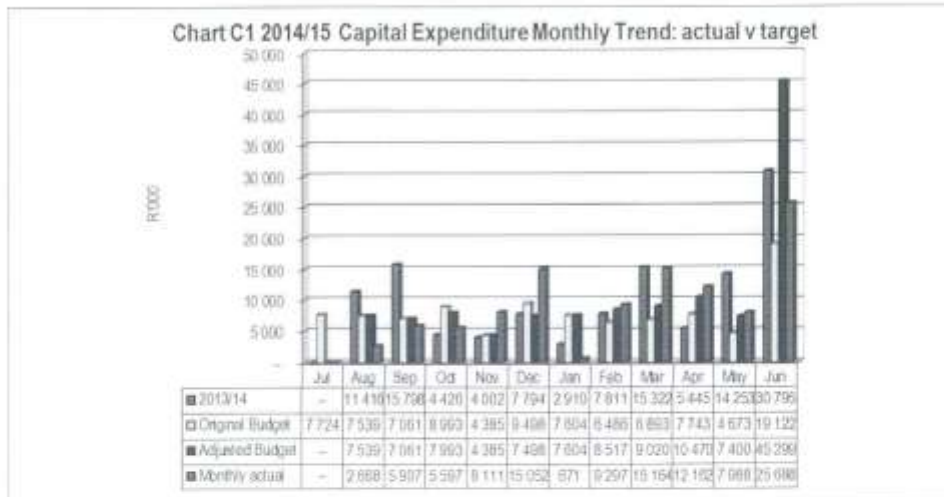
Description	2013/14	Budget Year 2014/15							Full Year Forecast
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
<b>R thousands</b>									
<b>Depreciation by Asset Class/Sub-class</b>									
<b>Infrastructure</b>	85 101	93 344	91 038	7 756	91 038	91 038	-		91 038
Infrastructure - Road transport	30 210	31 514	31 612	2 634	31 612	31 612	-		31 612
Roads, Pavements & Bridges	27 965	29 483	29 367	2 447	29 367	29 367	-		29 367
Storm water	2 245	2 031	2 245	187	2 245	2 245	-		2 245
Infrastructure - Electricity	18 887	22 789	21 569	1 797	21 569	21 569	-		21 569
Generation			-				-		
Transmission & Retention	18 887	22 789	21 569	1 797	21 569	21 569	-		21 569
Street Lighting			-				-		
Infrastructure - Water	18 974	20 368	18 533	1 571	18 533	18 533	-		18 533
Dams & Reservoirs			-				-		
Water purification			-				-		
Retention	18 974	20 368	18 533	1 571	18 533	18 533	-		18 533
Infrastructure - Sanitation	14 103	15 067	17 128	1 571	17 128	17 128	-		17 128
Retention	14 103	15 067	15 067	1 399	15 067	15 067	-		15 067
Sewerage purification			2 061	172	2 061	2 061	-		2 061
Infrastructure - Other	2 928	3 507	2 196	183	2 196	2 196	-		2 196
Waste Management/	2 928	3 507	2 196	183	2 196	2 196	-		2 196
Other			-				-		
<b>Community</b>	2 961	4 822	3 305	275	3 305	3 305	-		3 305
Recreational facilities	2 961	4 822	3 305	275	3 305	3 305	-		3 305
<b>Heritage assets</b>	-	-	-	-	-	-	-		-
<b>Investment properties</b>	-	-	-	-	-	-	-		-
<b>Other assets</b>	10 870	10 216	10 236	683	10 236	10 236	-		10 236
General vehicles	2 588	2 360	2 360	197	2 360	2 360	-		2 360
Specialised vehicles	-	-	-	-	-	-	-		-
Plant & equipment			-				-		
Computers - hardware/equipment	2 213	1 948	2 002	167	2 002	2 002	-		2 002
Furniture and other office equipment	351	254	322	27	322	322	-		322
Other Buildings	5 608	5 654	5 551	293	5 551	5 551	-		5 551
Other Land			-				-		
Surplus Assets - (Investment or Inventory)			-				-		
Other			-				-		
<b>Agricultural assets</b>	-	-	-	-	-	-	-		-
<b>Biological assets</b>	-	-	-	-	-	-	-		-
<b>Intangibles</b>	629	883	883	74	883	883	-		883
Computers - software & programming	629	883	883	74	883	883	-		883
Other			-				-		
<b>Total Depreciation</b>	<b>99 361</b>	<b>109 265</b>	<b>105 461</b>	<b>8 788</b>	<b>105 461</b>	<b>105 461</b>	<b>-</b>		<b>105 461</b>

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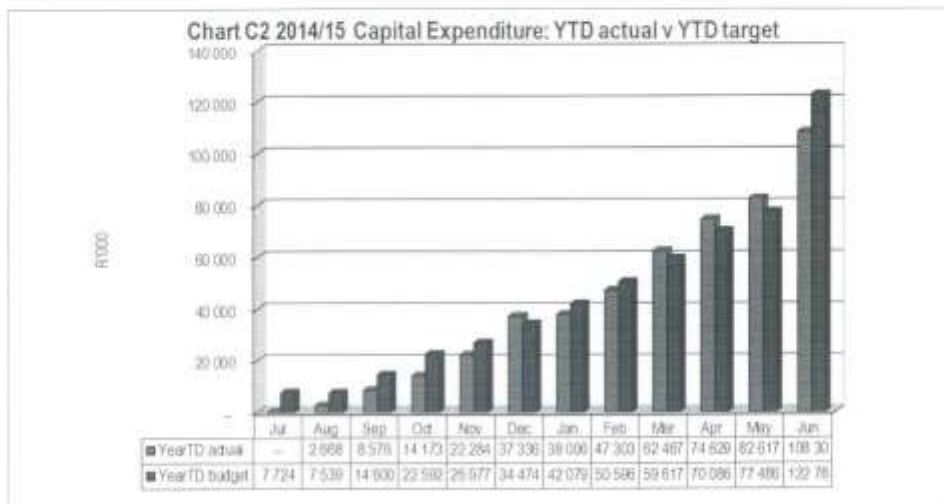
Other supporting documentation

Section 71 charts

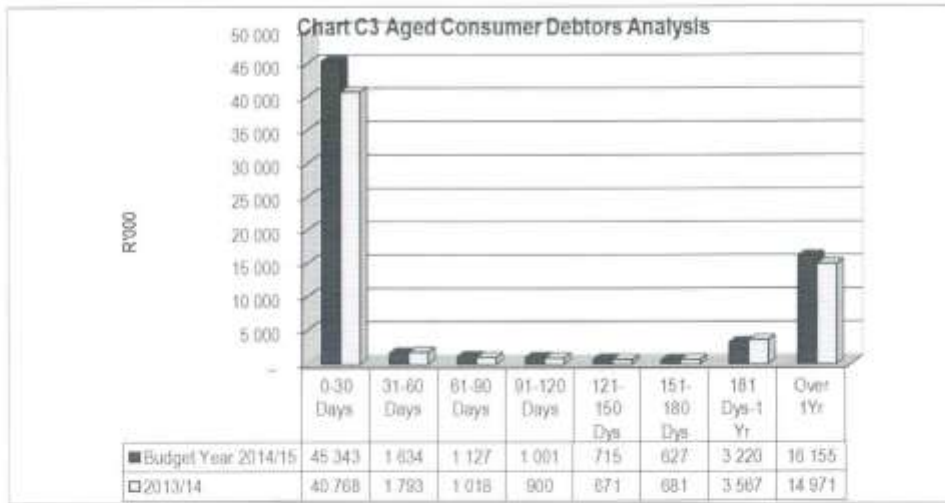
Capital expenditure monthly trend - actual vs target



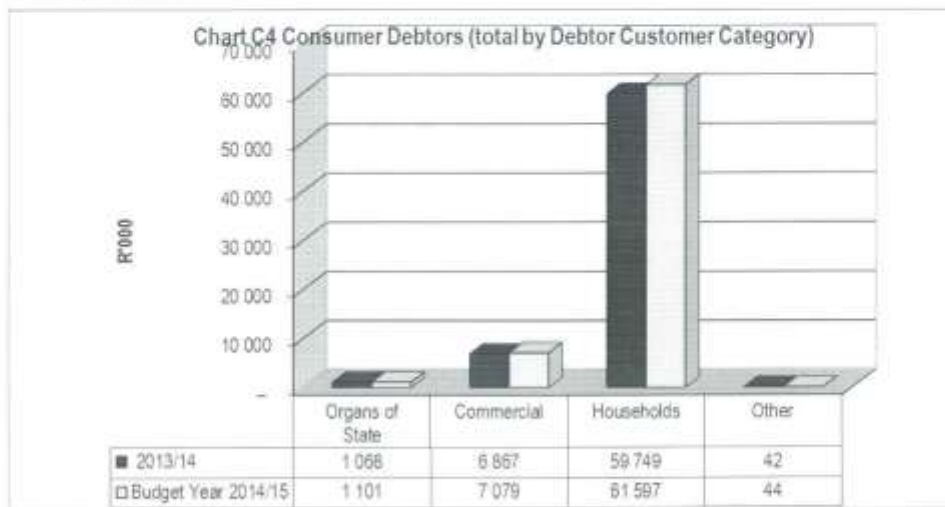
Capital expenditure – YTD actual vs. YTD trend



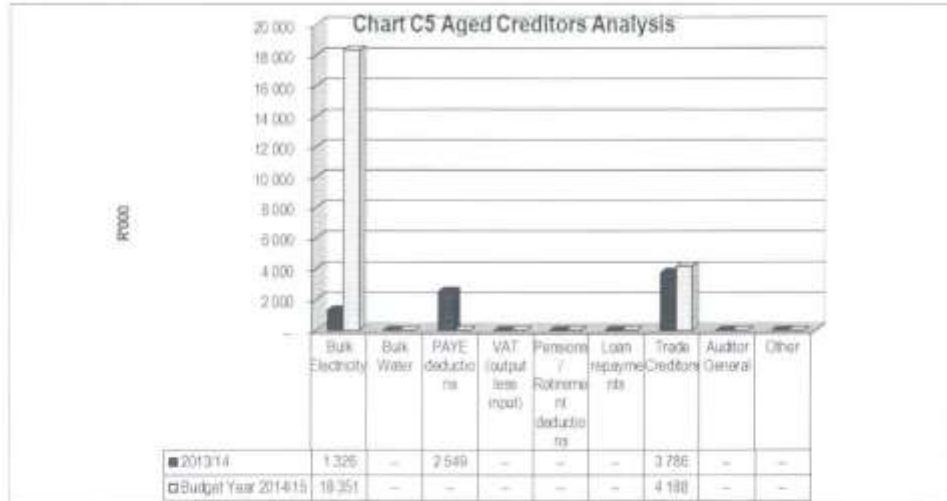
**Debtors Age Analysis**



**Debtors by Type**



**Creditor Payments**



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### Municipal manager's quality certification

I, Stephen Muller, the Acting Municipal Manager of Overstrand Municipality, hereby certify that the –

**Quarterly Budget Report**

for the period ending **June 2015** has been prepared in accordance with the Municipal Finance Management Act and regulations made under that Act.

Print name: **Stephen Muller**

Acting Municipal Manager of **Overstrand Municipality (WC032)**

Signature:

  
\_\_\_\_\_

Date:

17/7/2015

**7.  
MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)  
POLICY: PARAGRAPH 36, 16(1)(B) AND 17(1)(C), FOR JUNE 2015**

**8/2/2**

**CEM La Cock  
09 July 2015**

**(028) 313 8080**

**Corporate Head Office**

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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 16(1)(b) and 17(1)(c) for June 2015.

**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**

**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 June 2015 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 June 2015 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 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 June 2015, **be noted**.

**RESPONSIBLE OFFICIAL :**

**R LA COCK**

**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- JUNE 2015**

#	Deviation #	Date Approved	Deviation in terms of Clause 36(1)(a)	Description	Responsible Official	Awarded to	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
1	SCD2813	2015/06/04	Clause 36(1)(a)(v)	Reconfiguration of all electrical metering due to the new tariff structure announced by Eskom as from 1 July 2015 and the auditing of all meters.	Senior Manager: Electrical Services, Du Plessis, JH	PJ Technologies - Cape CC	R: 23 532.00		R: 3 294.48	R: 26 826.48
2	SCD2814	2015/06/09	Clause 36(1)(a)(i)	The grading of Kleinmond Beach for Blue Flag status, by the sole authorised organisation	Senior Manager, Kleinmond, Lailey D	WESSA	R: 20 000.00		R: 2 800.00	R: 22 800.00
3	SCD2815	2015/06/09	Clause 36(1)(a)(v)	Repair of the robot in Voelklip, to insure the safety of the road users and pedestrians	Chief, Traffic Services, Fraser R	Traffic Management Technologies	R: 56 474.50		R: 8 186.43	R: 64 660.93
4	SCD2816	2015/06/03	Clause 36(1)(a)(v)	Repair of CEM 10226, that was damaged during the fire season and the servicing of the pump	Chief Fire Officer, Smith L	Fire Raiders (Pty) Ltd	R: 141 920.51		R: 19 868.87	R: 161 789.38
5	SCD2817	2015/06/09	Clause 36(1)(a)(v)	SCOA technology upgrade and routine maintenance	Senior Manager: Systems Development, Johnson C	Payday Software Systems	R: 20 158.85		R: 2 822.24	R: 22 981.09
6	SCD2818	2015/06/09	Clause 36(1)(a)(i)	The evaluation and grading of Grotto and Hawston Beach in terms of the Blue Flag status programme, by the sole organisation authorised by the international Foundation for Environmental Education (FEE) to implement FEE programmes in South Africa.	Acting Area Manager, Fermanus, Burger P	WESSA	R: 40 000.00		R: 5 600.00	R: 45 600.00
7	SCD2819	2015/06/09	Clause 36(1)(a)(ii)	Replacement of 16 memcor ultra filtration membranes at the water treatment plant in Pletty Beach by the sole distributor of memcor membranes Quality Filtration Systems, CC	Manager: Operational, De Villiers J	Quality Filtration System CC	R: 399 318.24		R: 55 904.55	R: 455 222.79
8	SCD2820	2015/06/22	Clause 36(1)(a)(v)	Provision of a workshop on Preferential Procurement, by a specialist in Supply Chain Management and Local Economic Development.	Director: LED, Mankane S Ltd	Braska Consulting (Pty) Ltd	R: 4 844.74		R: 678.26	R: 5 523.00



**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- JUNE 2015**

#	Deviation #	Date Approved	Deviation in terms of Clause 36(1)(a)	Description	Responsible Official	Awarded to	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
9	SCD2821	2015/06/25	Clause 36(1)(a)(v)	The annual review of the municipality's long term financial plan for a contract period ending 30 June 2018, by the original developer of the financial plan.	Deputy Director: Finance, Ir Roux C	NCA Portfolio Managers (Pty) Ltd	R 191 016.00		R 26 742.24	R 217 758.24
10	SCD2822	2015/06/30	Clause 36(1)(e)(i)(vii) &(f)	Working on fire ground teams in Kleinmond (17/02/2015) and Standford (22/02/2015)	Chief Fire Officer, Smith L	FFA Operations (PTY) LTD	R 8 458.74		R 1 184.22	R 9 642.96
11	SCD2823	2016/06/30	Clause 36(1)(e)(i)(viii) i)	Locating of a fault on the M/V electrical cable by Caltest CC	Senior Manager: Electro-Technical Services, Du Plessis JH	Caltest CC t/a Protection Testing	R 6 001.50		R 840.21	R 6 841.71
12	SCD2824	2015/06/30	Clause 36(1)(e)(i)(viii) &(f)	Hiring of a Helicopter to fight fires in Kleinmond on 08/02/2015.	Chief Fire Officer, Smith L	FFA Aviation (PTY) LTD	R 27 492.38		R 3 846.93	R 31 341.29
							<b>R 841 217.44</b>	<b>R -</b>	<b>R 131 776.43</b>	<b>R 1 072 987.87</b>

## ANNEXURE B

Annexure B: Schedule of approvals in terms of Paragraph 17(1) of the SCM Policy - Overstrand Municipality - May 2015				
10		11		
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		
Note: Please be advised that some of the descriptions below are only of the first line item on the requisitions lodged				
#	Supplier	Amount	Reason Code	Description
1	BEKA SCHREDER (PTY) LTD	R 12 260.00	11	3.5 METER GRP BEKA MID BRUNS GREEN STREETLIGHT POLE
2	BELCO ELECTRICAL	R 5 306.00	11	DEAD ENDS - COPPER - NOT ALUMINIUM
3	BLUE SKIES SERVICES (PTY) LTD	R 24 000.00	10	REPAIR LEAKING ROOFS AS PER SITE MEETING
4	BOTRIVIER BOEREMARK	R 3 189.30	11	DOOR HARDWOOD JOI PLYBACK
5	BOTRIVIER BOEREMARK	R 4 842.00	11	100 X 65/40 KA PADLOCKS - MAKE: ABYS
6	BOTRIVIER BOEREMARK	R 1 849.86	10	190MM CEMENT BLOCKS
7	CAPE TOWN SPORTS WEAR	R 7 324.56	10	SET OF SWIMMING POOL LANES FOR OLYMPIC SIZE POOL 50M X 25M (7 LANES)
8	CEM CUPBOARDS CC	R 3 070.18	11	REMOVAL OF EXISTING CUPBOARDS AND REPLACING THEM WITH NEW ONES. NEW TOURISM OFFICE.
9	CEM CUPBOARDS CC	R 20 971.93	11	DISPLAY CUPBOARD
10	COASTLINE FLOORING SPECIALISTS	R 2 265.79	10	SUPPLY AND INSTALLATION OF INDUSTRIAL VINYL FLOORING: ENTRANCE HALL HARMONY HOUSE
11	COLOURPIX GRAPHIC DESIGNS CC	R 6 160.00	11	ARTWORK AND DESIGN OF WATER AND SEWER NETWORK BROCHURE
12	CJPCING HERMANUS (PTY) LTD CUPB	R 5 019.66	11	WOOD FOR CUPBOARDS IN WORK SHOP AREA
13	ECOGUARD BIOSCIENCES (PTY) LTD	R 8 771.20	11	MAMBA (GLYPHOSATE 360) (25L)
14	FIRST TECHNOLOGY WESTERN CAPE	R 12 921.42	11	NITRO PRO V10 - ENGLISH
15	GILBERTS CATERING (K2011/12488)	R 6 560.00	11	REFRESHMENTS FOR WOMENS ENTREPRENEURIAL COCKTAIL EVENT 17 APRIL 2015
16	GILBERTS CATERING (K2011/12488)	R 2 500.00	11	SAMRAS USER GROUP MEETING - 19/06/15 -
17	INN AFRIKA	R 3 873.20	10	SAMRAS USER GROUP MEETING FUNCTION - 18/06/15 40 PEOPLE
18	LUCAS LE	R 7 000.00	11	HERSTEL VAN LOODGIETERSWERK BY KLEEDKAMERS BY STANFORD RUGBY KLUBHUIS.
19	NEO TECHNOLOGIES (PTY) LTD	R 19 883.00	11	SUPPLY #50 BATTERY APC - RBD 17
20	OVERBERG AGRI BEDRYWE (PTY) LT	R 5 157.82	11	HTH GRANULAR DRUMS 25KG
21	RIGTECH SERVICES	R 21 000.00	10	SUPPLY AND DELIVERY OF 6 X 2.4 M X 2.2M USED STORAGE CONTAINER
22	SALES A	R 3 420.00	11	CLASSROOM AND MEALS FOR LGAC TRAINING
23	SIKHATI CONSTRUCTION (PTY) LTD	R 27 000.00	11	REMOVAL OF EXISTING CARPETING & FLOORING. RETILING THE NEW TOURISM OFFICE.
24	STARTUNE (PTY) LTD	R 25 662.00	11	RAIN SUITS: 2-XL - NAVY WITH REFLECTIVE TAPE
25	VAN RHYN M	R 6 400.00	10	WORK EVALUATION OF BRIAN OLIVIER
26	WILDCAT MARINE	R 5 200.00	11	PVC COVERS FOR MATTRESS.

**8.  
SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2014/2015:  
4<sup>th</sup> QUARTER: 01 APRIL TO 30 JUNE 2015**

**8/2/2**

**CEM La Cock  
10 July 2015**

**(028) 313 8080**

**Hermanus Administration**

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**1. 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.

**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)  
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, specifically regarding the following:

- a) awards made through the bid committee system for the 4<sup>th</sup> Quarter of the 2014/2015 financial year, 01 April to 30 June 2015;
- b) deviations in terms of Clause 36 of the Supply Chain Management Policy; and
- c) objections and complaints.

**Discussion****a) Bid Awards**

Bids are awarded in terms of Council's Supply Chain Management Policy and the preferential points system prescribed in the Preferential Procurement Policy.

All awards between R30,000 up to R10 million were approved through the bid committee system.

Procurement transactions have been processed through the bid committee system within the following timeframes:

<b>Procurement Function</b>	<b>2014/2015 4<sup>th</sup> Quarter</b>	<b>2014/2015 to date</b>	<b>2013/2014</b>
Bids Processed	44	124	131
Bids Processed- Average per Quarter	44	31	33
Average days from final evaluation to Bid Adjudication Committee	7	7	8
Average days from initiation to Bid Specification Committee	8	7	7
<b>Estimated Value of Awards (R)</b>	<b>76,856,916.32</b>	<b>326,565,347.41</b>	<b>181,586,965.21</b>

A schedule of these awards for the 4<sup>th</sup> Quarter of 2014/2015 is attached as **Annexure A**.

**Value of all Awards**

The total value of tenders awarded by the Supply Chain Management Unit for the 4<sup>th</sup> Quarter of 2014/2015, is:

	Operational Amount (Excluding VAT, where applicable)	Capital Amount (Excluding VAT, where applicable)	VAT @ 14%	Value of Awards (Including VAT, where applicable) for Q4
<b>Bid Awards (17)</b>	59,850,120.90	7,649,533.71	9,357,261.71	76,856,916.32

**b) Deviations – Clause 36(1)(a)**

Clause 36(1)(a) of Council’s Supply Chain Management Policy allows circumstances for deviations from the procurement processes. Furthermore, the policy requires in Clause 36(2), that the reasons for any deviations from the procurement processes must be recorded and be reported to Council.

Deviations approved by the Accounting Officer or by the delegated officials were motivated in terms of the following categories for applications approved for the 2014/2015 year to date is compared to the 2013/2014 financial year as per the following schedule:

SCM Policy	Description	2014/2015 4 <sup>th</sup> Quarter	2014/2015 to date	2013/2014
Clause 36(1)(a)(i)	Emergency	5	10	4
Clause 36(1)(a)(ii)	Sole Supplier	4	19	22
Clause 36(1)(a)(iii)	Special works of Art	0	2	0
Clause 36(1)(a)(v)	Impractical Impossible	17	55	67
		<b>26</b>	<b>86</b>	<b>93</b>

A schedule of all Deviations approved by the Municipal Manager or by the delegated officials for the 4<sup>th</sup> Quarter of 2014/2015 is attached as **Annexure B**.

**Value of all Deviations awarded**

The total value of deviations processed via the Supply Chain Management Unit for the 4<sup>th</sup> Quarter of 2014/2015, are as follows:

	Operational Amount (Excluding VAT, where applicable)	Capital Amount (Excluding VAT, where applicable)	VAT @ 14%	Value of Awards (Including VAT, where applicable) for Q4
<b>Deviations (26)</b>	2,247,577.10	R -	313,190.77	2,560,767.87

**c) Objections and Complaints – Clauses 49 & 50**

In terms of Clause 49 of the SCM Policy, persons aggrieved by decisions or actions taken in the implementation of the supply chain management system, may lodge a written objection against the decision or action within 10 business days of the decision or action.

These objections must be dealt with and resolved in terms of Clause 50(1) of the SCM Policy. In terms of this, the Accounting Officer has appointed an ‘appeals authority’ which must strive to resolve all objections within 46 business days of receipt and report to the Accounting Officer on a monthly basis on the objections received, attended to and resolved in terms of Clause 50(3) of the Policy.

A schedule of all disputes, objections, queries and complaints received for the 4<sup>th</sup> Quarter of 2014/2015 is attached as Annexure C.

**7. Financial Implications**

None

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

- Annexure A: Schedule of Awards made through the Bid Committee system
- Annexure B: Schedule of Deviations from the procurement processes
- Annexure C: Schedule of disputes, objections, queries and complaints

**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 4<sup>th</sup> Quarter of 2014/2015.

**RESPONSIBLE OFFICIAL :**

**R LA COCK**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**

SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 5(3) OF THE SCM POLICY											
TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY FOR THE 4TH QUARTER - APRIL TO JUNE 2015											
#	Tender #	Description	Date awarded/ tendered	Awarded to:	Bidder Status/ Lot	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
1	SC15032014	Supply & Delivery of Fleet vehicles on Hire Purchase	2015/05/15	Cancelled - firm in specifications	N/A	-	-	-	-	-	-
2	SC15020015	Provision of Auctioneering Services	2015/04/10	Claremar Auctioneers (Pty) Ltd. T/A Claremar Auction Group	Non-compliant Contributor	2017.06.30	-	-	-	-	-
3	SC15032015	Pricing and filling of areas in the Greater Harare area period ending June 2016	2015/05/08	Distinctive Choice 205 CC (In-Awara)	3	2016.06.30	Various R	250 000.00	-	N/A	R 250 000.00
4	SC15042015	The Provision of Training to Local Government Accounting (MCP 3) for Municipal Officials	2015/05/15	BL 2009 CC	Non-compliant Contributor	2016.06.30	21 184.00 R	312 310.00 R	-	R 44 424.00	R 361 734.00
5	SC15052015	The Provision of Business Report and Text Writing Training (SBA04 12-133) for Municipal Officials	2015/05/15	(Private) Crown Trading 710 (Pty) Ltd (W)	Non-compliant Contributor	2016.06.30	R 600.00 per learner	27 180.00 R	-	N/A	R 27 180.00
6	SC15062015	Supply and fit new tanks per spec for Fire Truck	2015/05/15	Cancelled - Non-compliance with procedural requirements as stated in Par. 2(5) of the SCM Policy	N/A	-	-	-	-	-	-
7	SC15082015	Stormwater installation in Zengeza	2015/06/17	ATN Group (Pty) Ltd	Non-compliant Contributor	2015.09.30	-	-	R 2 013 605.43	R 487 771.76	R 2 220 427.19
8	SC15092015	Lease of part of the remainder of item no 581, Ordealers, known as the Willow Restaurant for operators as a restaurant.	2015/05/08	CJ and JC Partnerships	Non-compliant Contributor	9 Years & 11 months	85 000.00	-	-	-	-
9	SC15092015	Transport of contaminated Municipal solid waste Scoping of landfill sites	2015/06/05	Environment Waste Management Ltd	4	2016.06.30	Various R	27 398 000.00	-	R 3 826 826.00	R 31 234 826.00
10	SC15012015	Management of the Garbage Caprivi Park for a contract period ending 30 June 2016	2015/05/05	Reeman Systems	Non-compliant Contributor	2016.06.30	9 800.00 R	373 391.00	-	N/A	R 374 291.00
11	SC15032015	Supply, deliver and replace pedestrian crossings at Seventh Street Vredefort	2015/05/26	Cancelled - No bids received	N/A	-	-	-	-	-	-
12	SC15062015	Replication of Street Markings on the Districts of Maitland, Newlands, for a contract period 1 July 2015 to 30 June 2016	2015/05/22	ATN Group (Pty) Ltd	1	2016.06.30	Various R	1 200 000.00	-	R 168 000.00	R 1 368 000.00
13	SC15072015	Repair of the Town Hall's Roof (ERC 4160 Waterford)	2015/05/27	Cancelled - insufficient funding	N/A	-	-	-	-	-	-
14	SC15082015	Sale of 2nd 5025 (Portion of Erf 2677) Harare, for Business Programs	2015/06/12	Ordeal 57 (Pty) Ltd	N/A	N/A	-	-	R 213 000.00	R 100 100.00	R 810 100.00
15	SC15092015	Sale of 22 Erfs (Portion of Erf 2675) Harare, for Residential Programs	2015/06/12	Suppliers to all (Pty) Ltd	N/A	N/A	-	-	R 1 610 000.00	R 225 400.00	R 1 835 400.00



Attachment A  
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32	SC16M02015	Reclamation & Straightening of Die 9661144 road structure	2015/05/27	Cancelled - No bids received	N/A	-	-	-	-	-	-	-	-	-	-	-	-	-					
33	SC16M02015	Managers of Short-term Insurance for Overstrand Municipality for period ending 30 June 2016	2015/06/29	Cancelled - No response bids received	N/A	-	-	-	-	-	-	-	-	-	-	-	-	-					
34	SC16M02015	Realing of old labour well Helderia	2015/05/27	Cancelled - No bids received	N/A	-	-	-	-	-	-	-	-	-	-	-	-	-					
35	SC16M02015	Cleaning of Sewerage Pump stations	2015/06/30	Viewed	1	2015-06-30			Viewed	R	1 500 000.00			R	210 000.00		R	1 710 000.00					
36	SC16M02015	Two A&I Pavilions Mount Pleasant Sports grounds	2015/06/23	Non-compliant Distributor	Non-compliant Distributor	2015-06-30			84 000.00	R	14 200.00			R	13 244.74		R	107 450.00					
37	SC16M02015	Reclamation & Straightening of Die 9661144 road structure	2015/06/20	Non-compliant	Non-compliant	2015-06-30				R	101 967.36			R	14 274.82		R	116 236.31					
38	SC16M02015	Supply and install fire and rescue equipment and replacement of vehicle emergency lights	2015/06/26	Morce Projects (Pty) Ltd	Morce Projects (Pty) Ltd	2015-06-30			138 000.00	R	128 500.00			R	68 048.50		R	148 988.80					
39	SC16M02015	Appointment, Maintenance of water and wastewater infrastructure equipment - <b>WWS package 1: 200000L/200000000L of water and wastewater reticulation equipment - WWS package 2: Water Pump Stations</b>	2015/06/05	Water & Sanitation Services South Africa (Pty) Ltd (WSSSA)	Water & Sanitation Services South Africa (Pty) Ltd (WSSSA)	2015-06-30				R	1 440 428.45			R	267 000.00		R	2 098 056.41					
		Appointment, Maintenance of water and wastewater infrastructure equipment - <b>WWS package 3: Wastewater PUMPS, S03008</b>		Water & Sanitation Services South Africa (Pty) Ltd (WSSSA)	Water & Sanitation Services South Africa (Pty) Ltd (WSSSA)	2015-06-30				R	353 540.14			R	134 336.88		R	1 093 666.03					
		Appointment, Maintenance of water and wastewater infrastructure equipment - <b>WWS package 4: Water Treatment Works</b>		Water & Sanitation Services South Africa (Pty) Ltd (WSSSA)	Water & Sanitation Services South Africa (Pty) Ltd (WSSSA)	2015-06-30				R	3 250 475.00			R	483 530.50		R	3 684 904.50					
40	SC16M02015	Appointment, Maintenance of water and wastewater infrastructure equipment - <b>WWS package 5: Supply and Delivery of fire Tris for 4x4 Fire Trucks for the Overstrand</b>	2015/06/28	Fire Fighters (Pty) Ltd	Fire Fighters (Pty) Ltd	2015-06-30			12 000.00	R	60 046.80			R	7 070.76		R	87 835.16					
41	SC16M02015	2015 Amendment: Replacement of water pipes: Bishofo to Helderia	2015/06/12	WBHD Construction (Pty) Ltd	WBHD Construction (Pty) Ltd	2015-06-31			Viewed	R	1 038 070.03			R	270 014.22		R	2 168 067.24					
42	SC16M02015	Appointment: Provision of Short term Insurance Premiums Management	2015/06/20	ADT Security	ADT Security	2015-06-31				R	413 360.30			R	57 871.71		R	471 231.01					
43	SC16M02015	Appointment: Provision of Security Services for the Overstrand Municipal Area	2015/06/20	Quantessential Security CC	Quantessential Security CC	2015-07-31			Viewed	R	88 188.99			R	12 346.00		R	100 531.00					
44	SC16M02015	3rd Amendment: Maintenance and Support Services for the RF network and PMOX system	2015/06/25	GUIMA Holdings (PTY) Ltd	GUIMA Holdings (PTY) Ltd	2015-09-30				R	154 080.31			R	25 773.97		R	209 873.78					
													R	59 850 330.30		R	7 449 333.71		R	9 397 261.71		R	76 886 916.33

Annexure B  
1/2



DEVIATIONS FROM THE POLICY, APPROVED IN TERMS OF CLAUSE 36(1)(a) FOR THE 4TH QUARTER - APRIL TO JUNE 2015

#	Deviation #	Date Approved	Deviation in terms of Clause 36(1)(a)	Description	Responsible Official	Awarded to	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
1	SCD2787	2015/04/02	Clause 36(1)(a)(ii)(B)	Extinguishing of fires in the Klambom area on the 08 February 2015	Chief Fire Officer, Smith L	FFA Aviation (Pty) Ltd	R 27 492,36		R 3 048,93	R 31 341,29
2	SCD2788	2015/04/02	Clause 36(1)(a)(v)	The annual maintenance, lubricate and SAPFO licence fees for the forklift machine for Gansbaai on Hemelkloofmunt	Manager: Council Services Support	Earlywax 252 (PTY) LTD	R 2 758,27		R 300,13	R 3 058,40
3	SCD2789	2015/04/10	Clause 36(1)(a)(v)	Repair of hydraulic cylinder (CEM 20430)	Acting Manager: Fleet	Hydramax (PTY) LTD	R 9 725,00		R 1 081,50	R 11 066,50
4	SCD2800	2015/04/21	Clause 36(1)(a)(v)	Procurement of additional equipment required for the installation of an ICT Server cabinet in the Hemerus Server room.	Senior Manager: Systems Development, Johnson C	Carlie's Cabling CC	R 13 315,00		R 1 884,10	R 15 179,10
5	SCD2801	2015/04/23	Clause 36(1)(a)(v)	Attendance of three municipal officials to the Regional Water Leakage Summit 2015 on the 23-24 June 2015.	Director: Infrastructure and Planning, Muller S	Nissa Freyren Consultants CC	R 10 500,00		R -	R 10 500,00
6	SCD2802	2015/04/30	Clause 36(1)(a)(v)	Service and/or repair of the Fire Services breathing apparatus to ensure compliance with the CHASA Act of 1993, via a strip and quote process.	Chief Fire Officer, Smith L	Droger South Africa (PTY) LTD	R 8 420,00		R 1 178,80	R 9 598,80
7	SCD2803	2015/05/07	Clause 36(1)(a)(v)	Procurement of parts to repair Unus tractors (CEM21623, CEM21927 and CEM 9402)	Acting Manager: Fleet - Frank F	Unus South Africa (Pty) Ltd	R 14 449,00		R 2 022,66	R 16 471,66
8	SCD2804	2015/05/08	Clause 36(1)(a)(v)	Procurement of a DCRS recording machine for the Auditorial Court, with a three years maintenance agreement period ending 30 June 2018	Legal Advisor: Noodle C	Dimension Data (Pty) Ltd	R 105 589,84		R 14 779,78	R 120 349,62
9	SCD2806	2015/05/20	Clause 36(1)(a)(v)	Supply Chain Management Policy: The Provision of Professional Services for the establishment of market related remuneration for high management.	Director: Management Services, Arison D	Work Dynamics (Pty) Ltd	R 20 650,00		R 2 891,00	R 23 541,00
10	SCD2807	2015/05/28	Clause 36(1)(a)(v)	The payment of emergency fire fighting services for the period covering 28/02/2015 to 20/09/2015 at the magnitude of station exceeded the municipality's own resources.	Chief Fire Officer, Smith L	FFA Aviation (Pty) Ltd	R 1 031 148,01		R 144 300,72	R 1 175 508,73
11	SCD2808	2015/06/29	Clause 36(1)(a)(v)	Credits for a postage franking machine for Hemerus Administration	Manager: Council Support Services, Van Dender H	Earlywax 252 (Pty) Ltd	R 29 824,56		R 4 175,44	R 34 000,00
12	SCD2809	2015/06/28	Clause 36(1)(a)(v)	Seminar on Municipal Finance: Good Governance attended by legal municipal official	Deputy Director: Finance, Le Roux C	MFO (Innovus Municipal Finance Officers)	R 11 831,58		R 1 658,42	R 13 488,00
13	SCD2811	2015/06/29	Clause 36(1)(a)(v)	Procurement of two multifunctional office machines, which have been used by the municipality for the past three years through a monthly lease agreement, from an authorised distributor of Xerox machines	Senior Business Analyst: Vm Apperlin J	Xerox Office Machines (Pty) Ltd	R 13 866,04		R 1 941,11	R 15 806,15

14	SCD2812	2015/06/28	Clause 361(1)(a)(v)	Repair of the photograph meters which is used for monitoring the power quality on the utility net work.	Senior Superintendent: Electrical Technical Services Lourens DC	GT LAB (Pty) Ltd	R 6 854 00	R 969 50	R 7 813 50	
15	SCD2813	2015/06/04	Clause 361(1)(a)(v)	Reconfiguration of all electrical metering shut in the new lift structure announce by Eskom as from 1 July 2015 and the lifting of all meters.	Senior Manager: Electrical Services, D.J.Peters JH	TJ Technologies - Cape CC	R 23 032 00	R 3 294 48	R 26 826 48	
16	SCD2814	2015/06/09	Clause 361(1)(a)(i)	The grading of Klaimmond Beach for Blue Flag status, by the sole authorized organisation.	Senior Manager: Klaimmond, Lukay D	WESSA	R 20 000 00	R 2 500 00	R 22 500 00	
17	SCD2815	2015/06/09	Clause 361(1)(a)(v)	Repair of the robot in Veeblip, to insure the safety of the road users and pedestrians.	Chief: Traffic Services, Fraser R	Traffic Management Technologies	R 58 474 50	R 8 188 43	R 66 662 93	
18	SCD2816	2015/06/03	Clause 361(1)(a)(v)	Repair of CEM 10226, that was damaged during the the season and the servicing of the pump	Chief: Fire Officer, Smith L	Fire Raiders (Pty) Ltd	R 141 920 51	R 19 868 87	R 161 789 38	
19	SCD2817	2015/06/08	Clause 361(1)(a)(v)	SCOA technology upgrade and routine maintenance	Senior Manager: Systems Development, Johnson C	Playday Software Systems	R 20 108 85	R 2 832 24	R 22 941 09	
20	SCD2818	2015/06/09	Clause 361(1)(a)(i)	The evaluation and grading of Groot and Haweson Beach in terms of the Blue Flag status programmes, by the sole organisation authorized by the International Foundation for Environmental Education (IFE) to implement FEE programmes in South Africa.	Acting Area Manager: Hermanus, Burger P	WESSA	R 40 000 00	R 5 600 00	R 45 600 00	
21	SCD2819	2015/06/09	Clause 361(1)(a)(i)	Replacement of 16 membrane ultra filtration membranes at the water treatment plant in Pearly Beach by the sole distributor of membrane membranes Quality Filtration Systems CC	Manager: Operational, De Villiers J	Quality Filtration System CC	R 399 318 24	R 55 904 55	R 455 222 79	
22	SCD2820	2015/06/22	Clause 361(1)(a)(v)	Provision of a workshop on Preferential Procurement; by a specialist Supply Chain Management and Local Economic Development.	Director: LEO, Mestkaine B	Broska Consulting (Pty) Ltd	R 4 844 74	R 678 26	R 5 523 00	
23	SCD2821	2015/06/25	Clause 361(1)(a)(v)	The annual review of the municipality's long term financial plan for a contract period ending 30 June 2016, by the original developer of the financial plan.	Deputy Director: Francis, in Roux C	INCA Portfolio Managers (Pty) Ltd	R 181 016 03	R 26 742 24	R 217 758 24	
24	SCD2822	2015/06/30	Clause 361(1)(a)(i)(a)(ii)(iii)	Working on fire ground issues in Klaimmond (17/02/2015) and Standford (22/02/2015)	Chief: Fire Officer, Smith L	FFA Operations (PTY) LTD	R 8 468 24	R 1 184 22	R 9 642 06	
25	SCD2823	2015/06/30	Clause 361(1)(a)(i)(a)(ii)(iii)	Locating of a fault on the MV electrical cable, by Calaya CC	Senior Manager: Electric Technical Services, Du Plessis JH	Calaya CC Via Protection Testing	R 6 001 50	R 840 21	R 6 841 71	
26	SCD2824	2015/06/30	Clause 361(1)(a)(i)(a)(ii)(iii)	Hiring of helicopter for fighting fires in Klaimmond on 08/02/2015.	Chief: Fire Officer, Smith L	FFA Aviation (PTY) LTD	R 27 492 36	R 3 848 03	R 31 340 20	
								R 2 247 377 10	R -	R 3 560 787 87



**SUPPLY CHAIN MANAGEMENT**  
**APPEALS / COMPLAINTS / DISPUTES / QUERIES REGISTER - 2014/2015**

#	TENDER NO	Date Advert closed	Evaluation Date	Adjudication Date	Description	Awarded to	Complainant	Appeal / Complaint / Dispute / Query	Date received	Date of Outcome	Outcome
1	SC 1566/2015	2015/03/27	2015/05/28	2015/06/05	Transport of containerised Municipal solid waste & chipping of garden waste.	Enviroserve Waste Management Ltd	Wastema Holdings (Pty) Ltd	Claimed that the municipal waste was not transparent in awarding the tender	2015/06/28		Pending

9.  
**ANNUAL SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT IN TERMS OF PARAGRAPH 6(2)(a) OF THE POLICY: 2014/2015**

8/2/2

CEM La Cock  
17 July 2015

(028) 313 8080

Corporate Head Office

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**1. Executive Summary**

The Local Government: Municipal Finance Management Act, No 56 of 2003 (MFMA), requires the municipality to have and implement a Supply Chain Management (SCM) Policy which gives effect to the provisions of Part 1 of Chapter 11 of the Act that deals with 'Supply Chain Management'.

On 30 May 2005 the Municipal Supply Chain Management Regulations were promulgated. The Overstrand Municipality Supply Chain Management Policy was approved in terms of these Regulations by Council on May 25, 2008.

Although the MFMA prohibits a Councillor from being a member of a bid committee or any other committee evaluating or approving quotations or tenders, Council has an oversight role to ensure that the accounting officer implements all supply chain management activities in accordance with this policy. For the purposes of such oversight, Council's Supply Chain Management Policy, **Paragraph 6.2(a)** requires that the accounting officer must **"Within 22 business days of the end of each financial year, submit a report on the implementation of the policy to the Council."**

**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) (MFMA)  
Local Government: Municipal Finance Management Act 2003, (Act 56 of 2003):  
Municipal Supply Chain Management Regulations  
Local Government: Municipal Systems Act, No. 32 of 2000, (Systems Act)

Overstrand Municipality Supply Chain Management Policy dated 25 June 2008, as amended.

## **6. Background/Discussion**

### **Background**

#### **6.1. Oversight role of council**

The Council must maintain oversight over the implementation of this Policy and for the purpose of such oversight the accounting officer must within 22 business days of the end of each financial year, submit a report on the implementation of the Supply Chain Management Policy to the Council of the municipality in terms of paragraph 6(2) of the Policy.

#### **6.2. Supply Chain Management (SCM) Policy**

The objectives of the Policy are:

- a) to give effect to section 217 of the Constitution of the Republic of South Africa by implementing a system that is fair, equitable, transparent, competitive and cost effective; and
- b) to comply with applicable provisions of the Municipal Finance Management Act including Municipal Supply Chain Management Regulations published under GN868 in Government Gazette 27636, 30 May 2005 and any National Treasury Guidelines issued in terms of the MFMA and regulations pertaining thereto.

#### **6.3. Amendment of Supply Chain Management Policy**

In terms of Paragraph 3(1)(b) of the Policy, the Accounting Officer must, when considered necessary, submit proposals for the amendment of the Supply Chain Management Policy.

As part of the annual budget policy review, the 2014/2015 SCM policy was submitted to Council for consideration and approval on 28 May 2014.

#### **6.4. Supply Chain Management Unit**

The Supply Chain Management Unit operates under the direct supervision of the Chief Financial Officer and is lead by the Senior Manager Supply Chain Management, Mrs. CEM La Cock.

The structure of the SCMU covers the following disciplines within Supply Chain Management:

- Demand Management : Demand Planning and Specifications

- Acquisition Management : Procurement of Goods & Services below R30 000- Buyer's Division  
Procurement of Goods & Services above R30 000- Procurement Division
- Logistics Management : Inventory Management- Municipal Stores
- Contract Management : Monitoring the performance of contracts procured through the SCM process.

The staff complement in the SCMU consists of a total of 25 officials. Attached, as **Annexure A**, is the current approved organogram.

As at 30 June 2015 two vacancies existed in the Department, representing an 8% vacancy rate. The post of Store Co-ordinator became vacant following the transfer of Mrs. VE Lyners-Swartz to the Expenditure and Assets department in February 2015 and the post of Manager: Purchases became vacant following the resignation of Mr. G Wepener on 31 August 2014. The vacancy rate is below the national norm.

### **6.5. Contract Management**

Since the establishment of the Contract management office in June 2012, various new objectives and milestones has been set and achieved.

Objectives and developments achieved:

- a) The Overstrand Contract Management function has been centralised in to the Contract Management Office, reporting to the Senior Manager: SCM.
- b) Contract management procedures and systems are in line with the rest of the SCM department and formalised in the Contract Management Policy.
- c) All contracts resulting from SCM Paragraph 36 Deviations above a value of R 30,000.00 (Incl. VAT), Formal Written Quotes and Competitive Bids are monitored.
- d) Contract Status (Active/cancelled/expired/to be expired/Unsigned) reports gets distributed on a monthly basis to all relevant stakeholders.
- e) Control and safekeeping of contract documents, in conjunction with the records department, have been improved and will be further enhanced with an electronic system in the new financial year.
- f) With the establishment and inclusion of the Contract Management function within SCM, continues goods and services contracts are identified in the contract management office and are supporting the demand management plan of SCM.
- g) The development of an integrated system that will ensure proper controls in order to reduce operational risk to the contract life cycle has been established and will integrate further with the financial system in the new financial year (2015/2016).

The following table illustrates the contracts registered in the system:

Total contracts Concluded above R30000 for 2014/2015	290
Contracts that was amended	21
Contracts that was cancelled	6
Contracts established out of deviations above R30000	24

#### **Milestones attained in Contract Management:**

- a) A Contract Management Policy has been reviewed, amended and adopted by council in May 2015. The policy gives effect to section 116 of the MFMA and to support SCM functions and regulations.
- b) The Contract Management Office managed the systems development project of the SCMU IT system (SCM, Contract Management and Records Management), to be implemented in the new financial year (envisaged: December 2015)

### **6.6. SCMU IT System Development**

During the 2014/2015 financial year the following projects was activated within SCM.:

1. User testing of the SCM Electronic Processing System-SAMRAS (Integrating Contract Management and records management into SCM)
2. Migration of Overstrand Municipality's Supplier Database to the Western Cape Centralized Database

The projected completion dates of the above projects are:

1. 31 December 2015: Complete SCM Electronic Processing System
2. 1 August 2015: Migration of Overstrand Municipality's Supplier Database to the Western Cape Centralized Database

The benefit of the successful implementation of the above projects will be:

1. enhancement of controls
2. increased efficiency, and
3. improved reporting

### **6.7. Training of SCM Officials**

#### **6.7.1. Competency Levels of the Supply Chain Management Unit**

The Municipal Regulations on Minimum Competency Levels requires certain General Competency Levels for Officials Involved in the Implementation of the Supply Chain Management Policy.

Of the 23 officials in the SCM unit, 10 have completed the Municipal Financial Management Programme:

#	Designation	Name
1.	Senior Manager: Supply Chain Management	La Cock CEM
2.	Senior Admin Officer	De Jager R
3.	Manager: Contracts	Potgieter DRM
4.	Administrator: Tender Management	Moore A
5.	Senior Accountant: Procurement	D'Oliveira BD
6.	Administrator: Tenders	Du Preez LS
7.	Administrator: SCM	Thesen I
8.	Administrator: SCM	Mili AW
9.	Admin Assistant: Procurement	Immelman S
10.	Buyer	Lourens C

The following officials have been enrolled in the Municipal Financial Management Programme during the 2014/2015 year:

#	Designation	Name
1.	Storekeeper	Van der Merwe JZ
2.	Storekeeper	Cornelius C

**6.7.2. Miscellaneous Training & Education**

Overstrand Municipality attends the quarterly SCM Forum, scheduled by Provincial Treasury. SCM issues are discussed at these meetings which are regularly attended by officials from the CIDB, SARS, National Treasury, the Auditor-General, etc.

During the 2014/2015 year, various additional training opportunities were offered by the Provincial Treasury as part of its mandate of ensuring that local government spheres are adequately equipped in the implementation of Supply Chain Management.

Below is a list of such courses attended by officials in the SCM Unit:

#	Designation	Dates
1.	SCM PPOS Training Group Programme	02 – 03 February 2015
2.	Preferential Procurement and Policy development	131 March 2015
3.	Supply Chain Management Workshop	21 July 2014
4.	Local Content Workshop	25 November 2013

The following officials are currently involved in relevant further tertiary studies:

#	Designation	Name	Study Area
1.	Administrator: Tender Management	Moore A	BCom Degree
2.	Administrator: Tenders	Du Preez LS	BBA Degree

3.	Clerk: Contract Management	Mapuma Z	LLB Degree
#	Designation	Name	Study Area
4.	Administrator: SCM	Neethling R	Certificate: Project Management
5.	Senior Buyer	Mili A	BAdmin Honours
6.	Accountant: Procurement	De Wet L	BCom Financial Management

General short courses attended by SCM officials, initiated by the Human Resources department as part of its Workplace Skills Plan for 2014/2015:

#	Name	Training
1.	B D'OLIVEIRA	NEW CONSTRUCTION REG 2014
2.	L DE WET	NEW CONSTRUCTION REG 2014
3.	K VORSTER	CUSTOMER CARE
4.	D R M POTGIETER	GENERAL CONDITIONS OF CONTRACT
5.	C CORNELIUS	INTRO TO EXPENDITURE
6.	R NEETHLING	EFFECTIVE BUSINESS WRITING

### **6.8. The Delegation of Supply Chain Management Powers and Duties**

Council has duly delegated the implementation of the Supply Chain Management Policy to the Accounting Officer who is responsible for taking all reasonable steps to ensure that proper mechanisms and separation of duties are in place in the Supply Chain Management System in order to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.

To aid the Accounting Officer in this responsibility, Council has adopted a Delegations of Powers and Duties Policy which assists in maximising the administrative and operational efficiency and is reviewed annually.

### **6.9. Demand Management**

Demand Management is an interactive process to determine the demand levels required to meet the municipality's objectives. These objectives are reflected in the municipality's Integrated Development Plan (the 'IDP'), which is a comprehensive strategy document setting out how the municipality intends to address the development challenges in a specific financial year.

The SCM Unit has, with support by the Accounting Officer and the Chief Financial Officer implemented SCM via a Demand Management Plan (DMP) as a strategic tool in order to implement the budget. The DMP assists the SCM Unit with the planning of tender processes and user departments with the planning of the execution and timely completion of

projects in alignment with performance targets in the Service Delivery and Budget Implementation Plan.

The Demand Management Plan for the 2014/2015 financial year was actively promoted and driven to enhance the demand management process in procuring goods and services. The SCM Unit submits reports to the Top Management Team on a monthly basis to measure the success of the implementation of a DMP.

**6.10. Buyers Section**

The Buyers Section is specifically tasked to perform all procurement related actions for the procurement of goods and services with a value up to R30 000 as well as the issuance of orders for procurement with higher values.

The following table illustrates the amount of orders being managed by the Purchasing Office, during the 2014/2015 financial year. In comparison to the previous financial year of 2013/2014, totaling an amount of orders of 9897, the 2014/2015 financial year decreased slightly to an amount of orders made out of 9772. This is a positive indication of procuring of goods and services in a more effective and efficiently way.

Number of orders issued during the 2014/2015 financial year:

	Quantity	Range of procurement	Percentage
	5079	R 0.00 - R 2,000.00	51.98%
	3721	R 2,000.01 - R 30,000.00	38.08%
	821	R 30,000.01 - R 200,000.00	8.40%
	151	R 200,000.01 - and above	1.55%
Total	9772		100.00%

**6.11. Preferred Suppliers Database**

In terms of Paragraph 14(1)(a) of Council’s Supply Chain Management Policy, the Accounting Officer is required to keep a list of accredited prospective providers of goods and services (SC Database). In terms of the municipality’s legislative requirement, interested suppliers were again requested to register on our database during May 2015, and current suppliers requested to update their registration information on a quarterly base.

Currently 3332 accredited suppliers are registered on the SC Database (an increase of 194 suppliers from 2014/2015). Many initiatives are conducted annually in order to assist suppliers with the completion of SCM Database forms, with the assistance of our own LED Directorate.

In 2014/2015 the Western Cape Government began an initiative of moving towards an integrated, centralised Supplier Database that will be managed by Ariba. All Departments of the Western Cape Government including Local- and District Municipalities (Overstrand, Swellendam, Cape Agulhas, Theewaterskloof Municipalities and Overberg District Municipality) will then be able to source prospective suppliers from one central database, thereby alleviating the municipality of the administrative task of managing its own supplier database. It is expected that this project will be finalised and implemented by 1 August 2015.

**6.12. Bid Committee System**

The Bid Committee system for competitive bids has been actively applied within the municipality. The bid committee system includes a Bid Specification - , Bid Evaluation - as well as a Bid Adjudication Committee. These committees have been properly constituted and duly appointed and delegated in order to execute the mandates of each of the committees.

All procurement of goods and services with a value above R 30 000 are procured by way of formal written quotations or competitive bidding processes, via the bid committee system.

**6.13. Bids awarded by the Bid Adjudication Committee**

The bids that were awarded by the Bid Adjudication Committee in terms of the SCM Policy and the Preferential Procurement Policy for the 2014/2015 financial year are attached as Annexure B.

<b>Procurement Function</b>	<b>2014/2015</b>	<b>2013/2014</b>
Bids Processed	124	131
Bids Processed- Average per Quarter	31	33
Average days from evaluation to Bid Adjudication Committee	7	8
Average days from initiation to Bid Specification Committee	7	7
<b>Estimated Value of Awards (R)</b>	<b>326,565,347.41</b>	<b>181,586,965.21</b>

**6.14. Deviations and Minor Breaches from Procurement Processes**

**6.14.1 Deviations**

The Supply Chain Management Policy states in Paragraph 36(1)(a): “The accounting officer may dispense with the official procurement processes established by this policy and may procure any required goods or services through any convenient process, which may include direct negotiations, but , amongst others, only –

- (i) in an Emergency
- (ii) if such goods or services are produced or available from a single provider only;

- (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes”

The Accounting Officer and his delegates approved the 86 deviations attached as per Annexure C during the 2014/2015 financial year to the value of almost R 6 million.

<b>SCM Policy</b>	<b>Description</b>	<b>2014/2015</b>	<b>2013/2014</b>
Clause 36(1)(a)(i)	Emergency	10	4
Clause 36(1)(a)(ii)	Sole Supplier	19	22
Clause 36(1)(a)(iii)	Special works of Art	2	0
Clause 36(1)(a)(v)	Impractical Impossible	55	67
		<b>86</b>	<b>93</b>

It is clear from the comparison that deviations have been reduced markedly, by 7.5%.

**6.14.2 Minor Breaches**

The Supply Chain Management Policy states in Clause 36(1)(b) that the Accounting Officer may consider ratifying any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

The Accounting Officer approved 2 minor breaches of the Supply Chain Management Policy in the 2014/2015 financial year:

<b>SCMMB #</b>	<b>Date approved</b>	<b>Description</b>
2015/01	2014.07.09	The Approval of the extension of the validity period for tender SC 1459/2014, in terms of Clause 27(5)(c) of the 2013/2014 SCM Policy.
2015/03	2014.12.01	The advertising period and method used for Tender SC 1539/2014.

**6.15. Irregular Expenditure- MFMA Section 32**

Irregular Expenditure is defined as expenditure incurred in contravention of the Municipal Financial Management Act, Municipal Systems Act, Public Office-Bearers Act of the Municipality’s Supply Chain Management Policy.

In terms of Section 32(4) of the MFMA the Executive Mayor, the MEC for Local Government and Auditor-General must be informed of all possible irregular expenditure incurred by the municipality.

In terms of this, a register of cases of irregular expenditure identified in the 2014/2015 financial year is attached as Annexure D.

**6.16. Value of all awards**

The total value of bids, extensions of contracts, deviations, minor breaches and irregular expenditure processed via the Supply Chain Management Unit for the period 01 July 2014 to 30 June 2015 are as follows:

	<b>Capital (Excluding VAT, where applicable)</b>	<b>Operational (Excluding VAT, where applicable)</b>	<b>VAT @ 14%</b>	<b>Total Value of Awards (Including VAT, where applicable)</b>
<b>Bid Awards</b>	184,741,913.51	104,482,753.16	37,354,680.73	326,565,347.41
<b>Deviations</b>	5,136,360.65	125,000.00	730,018.82	5,991,568.56
<b>Irregular Expenditure</b>	-	897,880.98	124,835.34	1,022,716.32
<b>Total</b>	<b>189,878,274.16</b>	<b>105,505,634.14</b>	<b>38,209,534.89</b>	<b>333,579,632.29</b>

**6.17. Logistics Management**

Logistic management is a key part of Supply Chain Management and primarily aims to control the movement and storage of materials within a warehouse and process the associated transactions, including, receiving, safeguarding and issuing.

When properly managed and appropriately stocked a warehouse provides a consistent supply of material when it is needed.

Overstrand Municipality operates three municipal stores situated throughout the area of jurisdiction, being Hermanus, Kleinmond and Gansbaai, with a stock value of R 6,219,936.93 million.

**Stock value for the different stores as at 30 June 2015:**

•Store A (Hermanus General Store)	R1,358,577.05
•Store E (Electrical Stock)	R3,037,953.21
•Store G (Gansbaai Store)	R 812,974.67
•Store K (Kleinmond Store)	R 469,955.52
•Store R (Hermanus Cartridges & Printing Paper Store)	R 533,127.28
•Total stock value	R6,212,587.73

**Stock issues: number of transactions during the 2014/2015 financial year:**

	Quantity	Range of procurement	Percentage
	12488	Hermanus General Store	49.04%
	1169	Onrus Electrical Store	4.59%
	5440	Gansbaai General Store	21.36%
	5208	Kleinmond General Store	20.45%
	1160	Hermanus Stationary Store	4.56%
<b>Total</b>	<b>25465</b>		<b>100.00%</b>

### 6.18. Conclusion

The Overstrand Municipality has been implementing the Supply Chain Management Regulations diligently through the Supply Chain Management Policy.

Contract Management, Demand Management and the combating of Irregular Expenditure will once again be key focus areas in the implementation of supply chain management within the municipality.

The objective of the 2015/2016 financial year is to have a fully integrated SCM IT system that will further enhance procedural controls, efficiency and legislative compliance, from a centralised platform.

Overstrand Municipality continuously strives to not only ensure compliance to legislative frameworks, but also to improve administrative and procedural efficiency, thereby giving effect to its Constitutional mandate in terms of Section 152 of the Constitution.

### 7. Financial Implications

None

### 8. Staff Implications

None

### 9. Comments from other Departments, Divisions and Administrations

None

### 10. Annexures

Annexure A: Organogram: SCM Unit

Annexure B: Schedule of awards made by the Bid Committee System

Annexure C: Schedule of deviations from the procurement processes

Annexure D: Schedule of Irregular Expenditure identified in 2014/2015

**RECOMMENDATION TO THE COUNCIL:**

1. that the Supply Chain Management Implementation Report for the 2014/2015 financial year submitted in terms of Paragraph 6 of the Supply Chain Management Policy, **be noted**; and
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, Irregular Expenditure and cases of Minor Breaches be disclosed as a note to the Annual Financial Statements** for the 2014/2015 financial year.

**RESPONSIBLE OFFICIAL :**

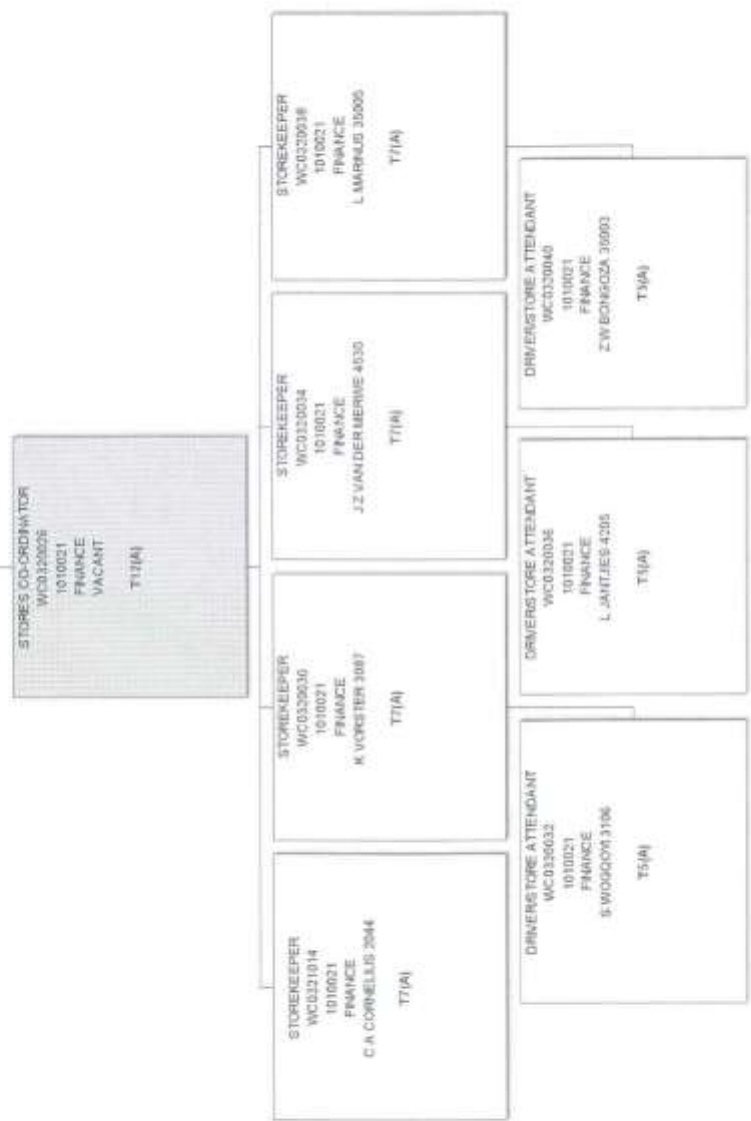
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**TARGET DATE FOR IMPLEMENTATION :**

**N/A**



# STORES





**SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 5(4) OF THE SCM POLICY**

**TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY- 2014 / 2015**

#	Tender #	Description	Date Awarded / Cancelled	Awarded to	Success Level	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
1	SC14372014	Supply and deliver fire rescue equipment	20140803	Cancelled - Vastly practical appraisal	N/A	N/A					
2	SC14022014	Request for quotation for the lease of the Cow Motel car-park lots and adjacent lots to develop a public market	20140802	Cancelled - No bids received	N/A	N/A					
3	SC14542014	Construction of a building for a Free Sustain Fringe Bay phase 1	20140802	Cancelled - No responsive bids received	N/A	N/A					
4	SC14552014	Supply and deliver inventory items, Overstrand Municipality for contract period ending 30 June 2015	20140704	Loth Lubricants CC (by Agri Lubes & Fuel) Starture (Pty) Ltd Various Trading CC (by Malson Custom) Top Fiks Suppliers CC Probel Chemicals a Division of Omne Ltd Trichemy CC Mosi Chem Napa (Pty) Ltd Kwena (Pty) Ltd Nuclea Chemical (Pty) Ltd Serrard Opticon Consulting CC Yellow Mango Trading CC Masande Trading CC Tudberry CC	Non-compliant Contributor 3 Non-compliant Contributor Non-compliant Contributor 3 3 3 4 3 3 3 2 2 1 3 4 3 3 2 N/A	20150630	Various	R 186 852.88 R 17 032.30 R 385 177.85 R 51 240.00	R 26 411.38 R 2 466.55 R 53 934.90 R 7 180.04	R 215 084.06 R 30 329.05 R 439 102.75 R 58 466.04	
5	SC14572014	Supply and deliver water- and sewerage purification chemicals for period ending 30 June 2017	20140711	Cancelled - Vastly practical appraisal	N/A	N/A					
6	SC14582014	Supply & deliver swimming pool chemicals for Overstrand Municipality for period ending 30 June 2017	20140705	Cancelled - Vastly practical appraisal	N/A	N/A					
7	SC14632014	Renovation of storeroom at Fenshoof Nature Reserve (HORMB)	20140902	Cancelled - Vastly practical appraisal	N/A	N/A					
8	SC14652014	Resurfacing and Rehabilitation of Roads for a contract period ending 21 March 2018	20140705	Annulea DCF Construction CC	3	20160301		R 39 330 110.08		R 5 482 215.41	R 44 732 325.49
9	SC14672014	Labour for MV and LV Electrical Rehabilitation in Overstrand	20140814	Advico Construction (Pty) Ltd Prothoon CC	3 3	20170630	Various	R 359 905.00 R 359 905.00		R 50 386.70 R 50 386.70	R 410 291.70 R 410 291.70
10	SC14682014	Provision of cleaning services in Masakhane, Beverly Hills and 93870501	20140704	Cancelled - Error in specifications	N/A	N/A					
11	SC14762014	Supply and installation of water pump set at Chantlerdam Hamstead	20140709	Hydro-Tech Systems (Pty) Ltd	Non-compliant Contributor	20140731	R 88 121.20		R 88 121.20	R 12 336.97	R 100 458.17

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TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY- 2014 / 2015

#	Tender #	Description	Date Awarded/Cancelled	Awarded to	Number Items/Level	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
12	SC148742014	Supply and delivery of printing paper, ink, toners, cartridges and ribbons to Overstrand Municipality for a contract period ending 30 June 2016	2014/08/22	Melkonn (Pty) Ltd ABC 3 Stationers and Office Supplies (Pty) Ltd Avanta CC	3 1 4	2017/06/30	Various	R: 1 072 449,34 R: 105 122,84 R: 31 917,50		R: 4 468,43	R: 36 385,56
13	SC14792014	Sale of Erf 2834 Sandbaai for mixed residential development and erf 2837 Sandbaai for a retirement village.	2014/08/22	Essex International (Pty) Ltd	N/A	N/A		R: 2 238 866,36	R: 42 500 000,00	R: 9 950 000,00	R: 48 450 000,00
14	SC14792014	Supply and delivery of electrical inventory items for # 2015/01/001 ending 30 June 2017.	2014/10/01	Cancelled - Validity period expired	N/A	N/A		R: 381 840,35			
15	SC14802014	Supply and Delivery of Diesel fuel for The Ornis Charwen Park, Hermanus, for a contract period ending 30 June 2017	2014/07/25	Moroboa CC via Mweba Petroleum	5	2017/06/30	R: 12,30	R: 1 000 000,00			R: 1 000 000,00
16	SC14812014	Cleaning of Municipal and Private erven in the Overstrand Municipal Area for a contract period ending 30 June 2017. Hermanus.	2014/09/08	Afriviv (Pty) Ltd Afriviv (Pty) Ltd L.P. Fourie	1 1 Non-compliant Contributor	2017/06/30	Various	R: 455 950,11 R: 455 950,11 R: 519 375,00			R: 519 375,00
17	SC14822014	The Provision of Disconnection and Reconnection of Municipal services, for a contract period ending 30 June 2017	2014/07/25	IPES Utility Management Services (Pty) Ltd	4	2017/06/30	Various	R: 455 950,11 R: 2 136 230,00		R: 63 782,89 R: 266 382,20	R: 619 375,00 R: 2 437 562,20
18	SC14832014	Online subscription for access to legal information	2014/07/22	Lexis Nexis (Pty) Ltd	Non-compliant Contributor	2015/06/30	Various	R: 455 950,11		R: 63 782,89	R: 519 375,00
19	SC14842014	Supply of Exhibition Stand for Whale Coast Tourism	2014/08/14	Cancelled - No response bids received	N/A	N/A					
20	SC14852014	Supply, installation and commissioning of an emergency power generator	2014/07/18	Cancelled - All bidders deemed non-responsive	N/A	N/A					
21	SC14862014	Construction of Cops at Kiewiterskloof Landfill	2014/08/12	Burger and Wessels Construction (Pty) Ltd	2	2015/06/30	R: 5 365 292,50	R: 3 365 292,50		R: 1 315 340,86	R: 10 710 633,86
22	SC14882014	Mechanical and low voltage upgrading in Glenelg, Framersburg & Standart	2014/08/22	Advico Construction (Pty) Ltd	2	2015/07/31	R: 5 223 003,01	R: 8 223 003,01		R: 1 151 390,42	R: 9 374 393,43
23	SC14892014	Electrification of Overberg, informal settlement in Kiewiterskloof	2014/08/12	Advico Construction (Pty) Ltd	2	2015/06/30	R: 2 300 421,78	R: 2 265 481,78		R: 315 500,00	R: 2 605 366,83
24	SC14902014	Services and maintenance of multi-functional office machines in the Overstrand Municipal Area for a period ending 30 June 2016, 2nd AH055	2014/07/31	Cancelled - Only bidder deemed non-responsive	N/A	N/A					
25	SC14912014	Supply and installation, webserver/backup sms sending system/services	2014/09/29	Makond Software CC	8	2017/06/30		R: 575 881,00			R: 656 481,54
26	SC14922014	Supply and delivery of six flash air protection lids	2014/08/15	AT Work Health and Safety CC	1	2015/06/30	R: 16 294,92	R: 55 727,73		R: 7 801,88	R: 63 529,61
27	SC14932014	Supply & Deliver Vehicles	2014/10/10	Cancelled - Tender validity period expired	N/A	N/A					
28	SC14942014	Supply and application of ballnet on sports fields Overstrand	2014/09/05	Afriviv (Pty) Ltd	1	2015/06/30	Various	R: 150 000,00		R: 21 000,00	R: 171 000,00
29	SC14952014	Supply and Delivery of Spares for Wash Pumps	2014/09/05	Charmine Investments CC	3	2014/11/30	Various	R: 6 700,00		R: 945,00	R: 7 645,00
				Masanda Trading CC	1			R: 56 146,20		R: 8 182,47	R: 64 328,67

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TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY- 2014 / 2015

#	Tender #	Description	Date Awarded/Cancelled	Awarded to	Number Bids (Level)	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (Including VAT)
30	SC-14962014	Inspection and Repair of Hopper Refuse Truck	2014/10/10	Hydratex (Pty) Ltd	2	2015/06/30	R	229 435.67		R 31 285.99	R 254 716.66
31	SC-14972014	Cleaning projects for the Klamond informal areas: Overbills Spooobon	2014/10/01	SK Cleaning Services	Non-compliant Contributor	2017/06/30	R 8 300.00	R 1 248 541.00			R 1 249 841.00
		Cleaning projects for the Klamond informal areas: Miskobane		R James W Janssens Services	3		R 10 875.00	R 1 607 091.36			R 1 607 091.36
32	SC-14882014	Cleaning projects for the Garobase informal areas: Renwey Hill	2014/09/02	TM Sikaawa	4		R 7 700.00	R 1 159 213.44			R 1 159 213.44
		Cleaning projects for the Garobase informal areas: Standard North		H Mosaai Sijadali	3	2017/06/30	R 4 100.00	R 625 110.35			R 622 116.36
33	SC-15002014	Supply, installation and commissioning of an emergency power generator	2014/11/14	H Mosaai Sijadali	3		R 4 000.00	R 607 881.83			R 607 881.83
34	SC-15012014	Construction of Exowater wastewater treatment works	2014/11/08	Cancelled - need no longer exists	N/A	N/A			R 8 068 704.70	R 848 488.88	R 8 909 203.58
				Peter Steyns Oms CC	Non-compliant Contributor	2015/06/30					
				Bergalis Septantist	3						
				Prioresis Kubaia	3						
				Warren de Jager	3						
35	SC-15032014	Alarm cleaning for the Overstrand Municipality Working for Water	2014/11/07	Freddie Annetts	3	2017/06/30	Various	R 9 103 150.82			R 9 103 150.82
				Nettie May	3						
				Ethan Carless	3						
				Nelone Jones	3						
36	SC-15052014	MV 31V Upgrade Hermanus Howden Klamond	2014/11/07	E2H Intelligent Infrastructure (Pty) Ltd	2	2015/09/30			R 5 611 554.00	R 786 617.69	R 6 398 172.59
37	SC-15062014	Electification of Thabes Square Informal settlement	2014/11/14	Outdoor Illumination CC	1	2015/06/30			R 1 145 987.50	R 160 437.41	R 1 306 424.91
38	SC-15072014	Fixing of sewerage vacuum tanks	2014/09/29	Jarvic SA (Pty) Ltd	4	2015/09/31		R 1 030 000.00		R 145 200.00	R 1 183 200.00
39	SC-15092014	Management services for Garobase Caravan Park	2014/10/08	Cancelled - no response both received	N/A	N/A					
40	SC-15102014	Supply and delivery of galvanneal metal roof sheets for a confined period ending 30 June 2015	2014/10/08	The Builders Jew 1593 CC Ltd	1	2015/06/30		R 133 306.83		R 18 862.96	R 151 869.79
41	SC-15112014	Construction of additional office accommodation - Fransfontein Water Treatment Works, Garobase	2014/09/30	Cancelled - Prices submitted not considered market related	N/A	N/A					
42	SC-15122014	Request for quotation for the lease of the Gas Mined caravan park, and adjacent land to develop a public resort	2014/12/12	Cancelled - no qualifying bids received	N/A	N/A					
43	SC-15132014	Site of Erf 1056 (Portion of Erf 1413) Zwerfke, for Residential Purpose	2015/02/26	Fausta Lumina Motshane	N/A	N/A			R 65 000.00	R 9 100.00	R 74 100.00
44	SC-15162014	Construction of Steel Frame Structure in Peppy Beach	2014/09/27	Masanda Trading CC	1	2015/02/28			R 171 166.38	R 23 961.89	R 195 118.27
45	SC-15182014	Upkeep Services for the Overstrand Blue Flag Beaches for a contract period ending 30 June 2015.	2014/11/10	Synsco Enterprises (Pty) Ltd	3	2015/06/30	Various	R 607 140.00			R 607 140.00
46	SC-15192014	Supply & Deliver Stormwaterpans for period ending 30 June 2017	2014/12/12	VW Engineering Supplies CC	1	2017/06/30	Various	R 1 476 000.00		R 206 840.00	R 1 682 840.00
47	SC-15202014	Remove existing & install new roof top aircondition unit at the Audouren, Overstrand Municipality, Hermanus.	2015/02/06	Arhmoie (Pty) Ltd	4	2015/06/30		R 357 789.04		R 46 408.47	R 378 236.51
48	SC-15212014	Supply and deliver hydraulic pump Caterpillar C13M 31780	2014/10/27	Hyple House Distribution CC	3	2014/11/30		R 48 886.00		R 6 881.32	R 56 047.32

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TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY- 2014 / 2015

#	Tender #	Description	Date awarded / Cancelled	Awarded to	Bidder Status	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
48	SC13222014	Barcode Skomwene Gaborone	2014/11/19	Sea and Shore Projects (Pty) Ltd	Non-compliant Contributor	2014-12-31		R 175 057,26		R -34 506,03	R 199 563,42
50	SC13212014	Tablet hardware and data packages to run time and attendance solution	2014/12/19	MIC Lifestyle CC via Tshepo	1	2017-01-31		R 205 975,00		R 40 176,02	R 327 151,02
51	SC13252014	Supply and delivery of bonding paper and cartridges to Ooverstrand Municipality for a contract period ending 30 June 2017	2014/11/14	Bizuno (Pty) Ltd DMB Visions Computer Solutions (Pty) Khaosa Solutions (Pty) Ltd Hyawwin Trading 875CC	3 1 3 1	2017-06-30	Various	R 1 475 571,08		R 268 831,95	R 1 662 003,03
52	SC 15062014	Supply and delivery of electrical inventory items	2014/12/05	F Luke via Supreme Electrical Supplies Abenters Cables (PTY) LTD Bizuno (PTY) LTD Sichemile Electrical & Industrial Supplies CC Prwemas (PTY) LTD WCC Cables (PTY) LTD Zemah Luthur Distribution (PTY) LTD Ray Cape CC Juvaleo (PTY) LTD	3 2 1 1 1 1 1 3	2017-06-30	Various	R 11 476 800,00		R 1 065 100,00	R 12 540 000,00
53	SC14272014	Training for Supervisors	2014/12/11	Imperial Crown Training 485 (Pty) Ltd The Institute for Career Development	3 4	2015-06-30		R 25 850,00			R 25 850,00
54	SC14282014	Print And scanning	2015/01/00	Etamsa Guts CC via Salsbach	4	2015-06-30		R 49 450,00		R 6 083,00	R 49 533,00
55	SC14282014	Training to market and operate chicanes	2014/12/11	Coalbot Training 1238 CC	1	2015-06-30		R 41 238,07		R 5 771,93	R 47 000,00
56	SC14302014	Electrification of 84 low cost houses in Masekane Gaborone	2014/12/12	Vindosol Electrical CC via WP Electric	3	2015-06-30			R 1 045 895,20	R 146 425,34	R 1 192 320,62
57	SC15312014	Complete and contain the General and supplementary quotation rolls for the period 1 July 2015 - 30 June 2017	2015/01/23	Arcland Values CC	4	2017-06-30		R 6 541 984,58		R 971 803,04	R 7 013 787,42
58	SC15322014	Purchase and maintenance for high sites and mobile and portable radios for Ooverstrand Municipality for period ending 31 October 2014	2014/12/19	Benkefor Communications	Non-compliant Contributor	2015-11-30	Various	R 180 000,00		R 26 200,00	R 206 200,00
59	SC15332014	Construction of two new steel parking for Zwethle tennis courts	2014/12/19	Misantsa Trading CC	1	6-8 weeks		R 94 605,25		R 13 244,74	R 107 849,99

Annexure B 4/18

**TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY - 2014 / 2015**

#	Tender #	Description	Date awarded / Canceled	Awarded to	Number of bidders / Non-compliant Contributor	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
60	SC13342014	Supply and deliver UPS batteries for Overstrand Municipality	2014/12/11	UPS Cape CC, 16 Digital Energy	3	2015.06.30	Various R	70 865.26		R 9 321.14	R 80 786.42
61	SC13352014	Supply & Deliver Vehicles	2015/01/23	CMH Car Hire (Pty) Ltd, 16 CMH Fleet Solutions	Non-compliant Contributor	2015.04.19		R 1 679 000.00		R 235 060.00	R 1 914 060.00
62	SC13362014	Supply and delivery of railway and railway for Mafika Hall	2014/12/11	Journey Fourstar Victory	2	2015.06.30	Various R	76 186.62			R 76 186.62
63	SC13372014	Supply and installation of sound system for Mafika hall	2015/02/20	Cancelled - No compliant bids received	N/A	N/A					
64	SC13382014	Supply and installation of industrial gas and electric stove for Mafika Hall	2015/02/20	Cancelled - No compliant bids received	N/A	N/A					
65	SC13392014	Provision of computer software for the capturing of election 50 and 341 head	2014/12/05	Spirell (Pty) Ltd	2	2016.12.31		R 57 000.00		R 7 000.00	R 64 000.00
66	SC13402014	Development of Overlay Zones for the Overstrand Municipal Area	2015/01/16	Urban Dynamics Western Cape (Pty) Ltd	Non-compliant Contributor	2016.05.31		R 1 350 370.00		R 160 000.00	R 1 510 370.00
67	SC13412014	Supply and installation of microwave & electrical equipment for 300000 MTP stations in Overstrand	2015/01/30	Cancelled - No compliant bids received	N/A	N/A					
68	SC13422014	Supply Active noise lights 2 & 3 sets and controllers	2014/12/11	Carb-Lite Carbon CC	4	Onsite - O/E		R 110 900.00		R 16 744.00	R 126 344.00
69	SC13432014	Supply and delivery of branded 1000 t-shirts and matching caps	2014/11/04	Jazz Sport 1340 CC	2	Onsite - O/E		R 89 950.00		R 9 793.00	R 75 743.00
70	SC13442014	Building alterations & additions to the Overstrand Library	2015/02/08	Edward Training CC	Non-compliant Contributor	2015/12/31			R 3 952 281.38	R 550 360.19	R 4 502 641.58
71	SC13452014	EIA, Sanction water course	2015/02/13	EnkoAfrica Overberg CC	4	2015/06/30		R 34 320.00		R 4 832.80	R 39 152.80
72	SC13462014	Training in basic job support & final aid procedures (SAGIA 1500) for period ending 30 June 2015 for early childhood development practitioners	2014/12/11	Cancelled - Not acceptable bid received	N/A	N/A					
73	SC13472014	Supply and installation of library book detection system at Overstrand Library	2015/03/31	CSX Customer Services (Pty) Ltd	3	2015.05.31			R 96 285.04	R 13 480.42	R 109 765.46
74	SC13482014	Supply and Delivery of 75mm Knoolite Suction Hose for Sewerage Tankers	2014/12/22	Item's Customer Supplies CC, 16 BCS Knoolite Crane	Non-compliant Contributor	2016.02.28		R 60 776.00		R 6 768.64	R 70 544.64
75	SC13502014	Supply and Delivery of 1500 Branded Spuns Cape	2014/12/09	Jazz Sport 1340 CC	2	2 Weeks		R 46 950.00		R 5 373.00	R 52 323.00
76	SC13512014	Supply and installation of new Calpan at Hermanus Twp Office	2015/03/25	LX - Maintenance (Pty) Ltd	2	2015/06/30		R 63 770.00			R 63 770.00
77	SC13522014	Provision of Auctioneering Services	2015/04/10	Overman Auctioneers (Pty) Ltd, 16 T/A Overman Auction Group	Non-compliant Contributor	2017/02/28		R 0.00			R 0.00
78	SC13532014	Pruning and tidying of trees in the Greater Hermanus area period ending June 2016	2015/05/08	Decorative Choice 308 CC, 16 Aynsley	3	2016/06/30	Various R	256 900.00			R 256 900.00
79	SC13542014	The Provision of Training in Local Government Accounts (NGF - 3) for Municipal Officials	2015/05/15	SEL 2000 CC	Non-compliant Contributor	2016.06.30		R 21 154.00		R 44 423.40	R 65 577.40
80	SC1489A02014	Amendment - Electrification of Overstrand Informal Settlement in Overstrand	2015/05/08	Adeco Construction (Pty) Ltd	N/A	2015.07.31			R 210 480.00	R 30 167.31	R 240 647.31

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**TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY - 2014 / 2015**

#	Tender #	Description	Date Awarded / Cancelled	Awarded to	Number of Bids Received	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (Including VAT)
81	SC15852015	The Provision of Business Report and Test Writing Training (5040A 12131) for Municipal Councils	2015/05/15	Workshop Group Training (Pty) Ltd via Institute for Career Development	Non-compliant Contributor	2015-05-30	R 100,00 per session	R 27 180,00			R 27 180,00
82	SC15852015	Supply and fit new turntable structure for Fire Truck	2015/05/15	Cancelled - Non-compliance with procedural requirements prescribed in Paragraph 22(1) of the Policy	N/A	N/A					
83	SC142342013	Amendment/Upgrading of residential roads in Zwelwini Passes 1	2015/03/20	Cape AgriLink CC	N/A	2015-06-30		R 1 160 823,18	R 107 888,25		R 1 268 711,44
84	SC15982015	Stormwater installation in Zwelwini	2015/04/17	ATN Group (Pty) Ltd	Non-compliant Contributor	2015/09/30			R 2 012 855,43	R 457 771,76	R 2 470 627,19
85	SC15932015	Lease of portions of the remainder of farm nr 591, Creatives, known as the Milkwood Restaurant for operating as it is currently.	2015/02/08	(J) and JC Partnerships	N/A	8 Years and 11 months	R 35 000,00		R 5 478 802,11	R 768 782,29	R 6 247 584,41
86	SC15802015	Transport of contaminated Municipal solid waste (slipping of garden waste)	2015/06/05	Employer Waste Management Ltd	1	2015-06-30	Variable	R 27 308 800,00		R 3 835 829,00	R 31 234 629,00
87	SC15612015	Management of the Cambridge Curlew Park for a contract period ending 30 June 2015	2015/06/05	Norman Blyden	Non-compliant Contributor	2015-06-30	R 9 800,00	R 374 251,00		N/A	R 374 251,00
88	SC15622015	Addition and Alterations to Pukaaloo Offices, Harmanus	2015/03/26	Dubail 26 CC via LightHouse Construction	5	2015-10-31			R 1 752 005,71	R 245 280,80	R 1 997 286,51
89	SC15632015	Supply, deliver and replace pedestrian counter at Swelwini Street (Zwelwini)	2015/05/26	Caroothes - No bids received	N/A	N/A					
90	SC142342013	Amendment: Provision of street works and maintenance - #8 and #907	2015/03/18	Alan Bailey Civil Engineering and Construction CC	N/A	2015-12-31	Variable	R 1 982 000,00	R 3 130 164,00	R 717 702,96	R 5 829 866,96
91	SC15652015	Application of Road Markings on the Overstrand Municipal Road Network, for a contract period 1 July 2015 to 30 June 2016	2015/05/22	ATN Group (Pty) Ltd	1	2015-06-30	Variable	R 1 200 000,00		R 168 000,00	R 1 368 000,00
92	SC15072015	Repair of the Town Hall's Roof (RUF 4460 Maximum)	2015/05/27	Cancelled - insufficient funding	N/A	N/A					
93	SC15662015	Sale of Erf 2925 (Portion of Erf 2677) Harmanus, for Gravel, Turf, etc.	2015/06/12	Orvan 57 (Pty) Ltd	N/A	N/A			R 715 000,00	R 100 100,00	R 815 100,00
94	SC15682015	Lease of 22 Brown Pointers (Erf 2672) Harmanus, for Residential Purposes	2015/06/12	Suppliers to All (Pty) Ltd	N/A	N/A			R 1 610 000,00	R 225 400,00	R 1 835 400,00
95	SC15702015	Supply and installation of sound system for Motif Hall	2015/05/12	Cancelled - No acceptable bids	N/A	N/A					
96	SC15712015	Service and maintenance of eight automatic office machines	2015/05/15	Cancelled - No acceptable bids	N/A	N/A					
97	SC15722015	Signing of the Existing Boundary Wall at the Zwelwini Municipality	2015/05/24	Musanda Trading CC	0	2015-06-30		R 150 000,00		R 21 000,00	R 171 000,00
98	SC15732015	Work on the Fire Detection and Suppression System of SCT Social Rooms	2015/06/29	Atlas Fire Society (Pty) Ltd	3	2015-06-30		R 200 000,00		R 28 000,00	R 228 000,00
99	SC141642013	Amendment: Replacement of water pipes: Road 66 to Harmanus	2015/03/26	WBHO Construction (Pty) Ltd	N/A	2015-05-31			R 942 522,80	R 131 563,19	R 1 074 475,99
100	SC15802015	Provision of GRASP Asset Accounting training	2015/05/27	Duchenne Training Institute (Pty) Ltd	Non-compliant Contributor	3 days	R 48 000,00		R 48 000,00	R 5 960,00	R 53 960,00
101	SC15842015	Reinstating of the Main Municipal Office's Road, Magretha Avenue	2015/05/27	Musanda Trading CC	0	2015-06-30		R 44 202,19		R 6 205,25	R 50 407,44

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TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY - 2014 / 2015

#	Tender #	Description	Date Awarded / Cancelled	Awarded to	BIDDER RANK (Level)	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
102	SC10842015	Transvaal, Supply and Delivery of a Mobile Classroom - Cabana	2015/06/26	RUGER Jan Cariers Technical Services CC	N/A	2015.06.30			R 262 305,00	R 36 722,00	R 299 027,00
103	SC10892015	Supply and Delivery of a Surge Wave Receiver plus sensor for acoustic and electromagnetic field monitoring	2015/05/22	Ele Spectral Product Solutions CC	1	4 weeks	R 30 300,00		R 70 300,00	R 10 040,00	R 80 340,00
104	SC10822015	Repair and maintenance of diesel boilers at Ormeau Caravan Park	2015/05/17	Pro Heat and Energy Electrical CC	4	2018.06.30	Various	R 185 500,00		R 23 170,00	R 208 670,00
105	SC10842015	The provision of online Electronic Deeds, CFC and Credit Signoff Services	2015/06/03	Cancelled - No acceptable bids received	N/A	N/A					
106	SC10942015	Link Detection water appliances Overhead area (Contract period ending 30 June 2016)	2015/06/03	Booth Muzich (Pty) Ltd	3	2018.06.30	Various	R 1 200 000,00		R 160 000,00	R 1 360 000,00
				Reit And Security Relocation and Erector Services	2						
				C and A Johnson Maintenance	Non-compliant Contributor						
				RW Avondale	1						
107	SC10982015	Provision of Water and Electricity Meter Reading Services	2015/06/29	DE van Wyk	Non-compliant Contributor	2018.06.30	Various	R 3 843 799,00		R 520 131,86	R 4 363 930,86
108	SC10992015	Provision of Cash Transit Services	2015/06/29	Southern Avondale 215 CC	1						
109	SC10602015	Provision of Cash Transit Services	2015/06/29	Beta Contractors	Non-compliant Contributor						
110	SC10642015	Provision of Meter Reading Software for Mobile Devices	2015/06/19	Fidelity Cash Solutions (Pty) Ltd	2	2018.06.30	Various	R 864 000,00		R 105 760,00	R 969 760,00
111	SC10642015	Provision and Administration of an Electricity Payment Vending System	2015/06/29	Smart Meters (Pty) Ltd	4	2018.06.30	Various	R 740 578,56		R 104 521,05	R 845 099,61
112	SC10622015	State of Eff 11437 - Helminths for community purposes	2015/06/27	Spray (Pty) Ltd	2	2018.06.30	Various	R 11 034 415,00		R 1 628 816,66	R 12 663 231,66
113	SC10642015	Renovation & Strengthening of the Wet Heat roof structure	2015/06/27	Cancelled - No valid offers received	N/A	N/A					
114	SC10652015	Management of Slipstream Insurance for Ombuds and Municipality for period 01/01/2016 to 30 June 2016	2015/06/29	Cancelled - No valid offers received	N/A	N/A					
115	SC10672015	Rating of red labour wall Heineken	2015/06/27	Cancelled - No bids received	N/A	N/A					
116	SC10702015	Cleaning of Sewerage Pump stations	2015/06/23	Abantwanda Trading B&B CC via Pollution Control Services	1	2016.06.30	Various	R 1 300 000,00		R 210 000,00	R 1 510 000,00
117	SC10712015	Renovation & Strengthening of the Wet Heat roof structure	2015/06/17	Masand Trading CC	Non-compliant Contributor	2018.06.30	R 84 605,36		R 94 605,36	R 13 344,74	R 107 950,10
118	SC10732015	Supply and deliver fire and rescue equipment and installation of vehicle emergency lights	2015/06/20	Masanda Trading CC	1	2015.06.30	R 128 000,00			R 14 274,63	R 142 274,63
		Arrangement, Maintenance of water and wastewater infrastructure equipment Work package 1: Biofilters and Biofilters		Water & Sanitation Services South Africa (Pty) Ltd (WSSA)				R 128 000,00		R 18 040,80	R 146 040,80
		Arrangement, Maintenance of water and wastewater infrastructure equipment Work package 2: Water Pump Stations		Water & Sanitation Services South Africa (Pty) Ltd (WSSA)				R 1 840 428,43		R 257 659,30	R 2 098 087,73
		Arrangement, Maintenance of water and wastewater infrastructure equipment Work package 3: Wastewater Pump Stations		Water & Sanitation Services South Africa (Pty) Ltd (WSSA)				R 595 548,14		R 134 336,88	R 730 885,02
119	SC10842015	Arrangement, Maintenance of water and wastewater infrastructure equipment Work package 4: Water Treatment Works	2015/06/05	Hebe-Tech Systems (Pty) Ltd	N/A	2018.06.30	Estimated Value	R 3 232 425,00		R 450 530,50	R 3 682 955,50
		Arrangement, Maintenance of water and wastewater infrastructure equipment Work package 4: Water Treatment Works		Hebe-Tech Systems (Pty) Ltd				R 1 649 306,25		R 230 769,68	R 1 880 075,93

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**TENDERS & FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY- 2014 / 2015**

#	Tender #	Description	Date Awarded / Cancelled	Awarded to	R-BBBE Issue Limit	Completion Period	Unit Price	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (including VAT)
120	SC14152015	Amendment: Work package 5: Wastewater Treatment Works Supply and Delivery of new Trax for 4x4 Fire Trucks for Pw. 0303/0030	2015/06/26	Help-Tech Spolmans (Pty) Ltd	4	2015.06.30	R 12 637.43	R 1 475 260.00		R 206 330.00	R 1 681 590.00
121	SC1414802015	2nd Amendment: Replacement of water pipes: 30m-46 to Heemstede	2015/06/12	Fire Issters (Pty) Ltd	N/A	2015.06.31	Various	R 50 548.40	R 1 926 670.00	R 7 076.76	R 57 625.16
122	SC1200A/2012	Amendment: Provision of Short-term Insurance Portfolio Management	2015/06/20	W&HO Oronkusaai (Pty) Ltd	N/A	2018.10.31		R 413 360.20		R 57 871.71	R 471 241.91
123	SC1200A/2012	Amendment: Provision of Security Services for the Overstrand Municipal Area	2015/06/20	ADT Security	N/A	2015.07.31	Various	R 88 180.95		R 12 346.03	R 100 526.98
124	SC1210C/2012	3rd Amendment: Maintenance and Support Services for the IT network and VOIP system	2015/06/20	Quintessential Security CC	N/A	2015.09.30		R 86 676.86		R 11 984.62	R 98 661.48
				GLJIMA Holdings (PTY) Ltd	N/A			R 184 099.83		R 26 773.97	R 210 873.80
								R 184 141 913.51	R 184 022 293.10	R 37 344 600.73	R 306 565 347.41
1	SC15242014	Supply & Delivery of Fleet vehicles on lease Purchase	2015/06/15 - Referred back	To be Cancelled - No acceptable bids received	N/A	N/A					

Annexure B<sub>2/18</sub>



SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 5(A) OF THE SCM POLICY

Deviations from the Policy, Approved in terms of Clause 36(1)(a) for the 2014/2015

#	Deviation #	Dated	Received	Approved	Deviations	Report to Council	Description	Responsible Official	Assigned to	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
1	SC02736	2014/07/16	2014/07/16 2014/07/16	2014/07/11	Clause 36(1)(a)(i)	01	The report contained 101 000 kg of scrap metal which was used in the water substation process to provide energy when the water substation process was evaluated and award process of water SC143/2014. The tender will only be awarded during the next three weeks.	Deputy Director: Community Services, Serrhini M.	Hussain Hussain (PTY) LTD	R 137 000.20		R 19 231.58	R 158 230.88
2	SC02737	2014/07/11	2014/07/11	2014/07/11	Clause 36(1)(a)(i)	01	The report of the water substation process for CEM 306, CEM 435, CEM 430 and CEM 2050. Incent Engineering CC is the sole supplier of these water pumps.	Superintendent: Mechanical Workshop, Hordern J.	Incent Engineering CC	R 12 682.56		R 1 781.81	R 14 464.37
3	SC02738	2014/07/17	2014/07/17	2014/07/17	Clause 36(1)(a)(i)	01	Replacement of speed measuring equipment. Travels Manufacture (PTY) LTD is the sole supplier of the equipment that includes services, repair, maintenance and installation.	Chief Traffic Services: Frank R.	Travels Manufacture (PTY) LTD	R 10 799.36		R 1 510.38	R 12 309.74
4	SC02738	2014/07/21	2014/07/21	2014/07/21	Clause 36(1)(a)(i)	01	Procurement of cranes for a bridge building machine for the water substation process. The tender will only be awarded during the next three weeks.	Senior Manager: Generalist and Specialist: Serrhini M.	Empylon 282 (PTY) LTD	R 34 270.50		R 4 799.47	R 39 070.00
5	SC02740	2014/07/17	2014/07/17	2014/07/16	Clause 36(1)(a)(i)	01	The urgent procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Deputy Director: Community Services, Serrhini M.	Phasa Chemicals	R 88 900.20		R 12 300.00	R 101 200.20
6	SC02741	2014/07/21	2014/07/21	2014/07/21	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Chief Fire Officer: Serrhini M.	Diage South Africa (PTY) LTD	R 3 685.90		R 515.90	R 4 201.80
7	SC02742	2014/07/22	2014/07/22	2014/07/22	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Senior Manager: Generalist and Specialist: Serrhini M.	Hemitec Machinery Centre	R 20 000.00			R 28 000.00
8	SC02743	2014/07/29	2014/07/29	2014/07/29	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Senior Manager: Generalist and Specialist: Serrhini M.	Aura Manufacturing Engineering Company (PTY) LTD	R 11 050.50		R 1 541.00	R 12 591.50
9	SC02744	2014/07/29	2014/07/29	2014/07/29	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Superintendent: Mechanical Workshop, Hordern J.	West Hydraulics & Pneumatics CC	R 3 320.76		R 462.91	R 3 783.67
10	SC02745	2014/07/29	2014/07/29	2014/07/29	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Senior Manager: Generalist and Specialist: Serrhini M.	Empylon 282 (PTY) LTD	R 149 522.81		R 20 877.19	R 170 400.00
11	SC02746	2014/07/29	2014/07/29	2014/07/29	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Director: Protection Services, Serrhini M.	Fire Protection Association of South Africa (PFAASA)	R 18 157.89		R 2 582.11	R 20 740.00
12	SC02747	2014/07/29	2014/07/29	2014/07/29	Clause 36(1)(a)(i)	01	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Senior Engineer: Mechanical Workshop, Hordern J.	Hydraulics (PTY) LTD via Nettlea Borehole Valley	R 137 000.00		R 19 180.00	R 156 180.00
13	SC02748	2014/08/01	2014/08/01	2014/08/01	Clause 36(1)(a)(i)	02	The procurement of 10 000 kg of scrap with light metal for the water substation process. The tender will only be awarded during the next three weeks.	Senior Manager: Generalist and Specialist: Serrhini M.	Latent Dynamics (PTY) LTD	R 452 842.00		R 63 391.88	R 516 233.88

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14	SC02748	20140805	20140723 (Updated 20140729)	20140801 Clause 36(Y)(K)(V)	02	Also to the high usage of vehicle CEM 12501. The vehicle was sent to Automotive Dynamics to be inspected. The supplier found that the pistons and piston sleeves were damaged due to wear and tear. It is recommended that the pistons be overhauled by 11/11 August 2014. The engine blocks on the land and housing development, to include the development of virgin lime and the methods of construction upgrading, including the latest designs in green urban layout and mixed land use.	Acting Plant Manager Frank P.	Automotive Dynamics	R	37,004.64	R	7,160.66	R	64,982.36
15	SC02750	20140806	20140714 (Updated 20140804)	20140808 Clause 36(Y)(K)(V)	02	Procurement of credits for a postage banking machine for the People's Development Administration for the site services provided for this specific equipment, for the period ending 31 June 2015 and not exceeding a total cost of R 41,000.00.	Senior Manager Hughie-Robinson Bachelorette L.	SAHIF Education and Training	R	31,870.00	R	4,457.00	R	28,000.00
16	SC02751	20140806	20140728 (Updated 20140807)	20140807 Clause 36(Y)(K)(V)	02	Due to the high usage of the engine of vehicle CEM 26328 the supplier found that the pistons and piston sleeves were damaged due to wear and tear. It is recommended that the engine be overhauled.	Senior Manager Hughie-Robinson	Earlycare 263 (Pty) Ltd	R	26,964.81	R	9,026.00	R	41,000.00
17	SC02752	20140806	20140728 (Updated 20140807)	20140819 Clause 36(Y)(K)(V)	02	The vehicle was sent to SPME Industries to be inspected. The supplier found that the pistons and piston sleeves were damaged due to wear and tear. It is recommended that the engine be overhauled.	Acting Plant Manager Frank P.	SPME Industries	R	48,556.26	R	8,932.81	R	58,489.07
18	SC02753	20140807	20140801 (Updated 20140805)	20140819 Clause 36(Y)(K)(V)	02	Due to the high usage of the engine of vehicle CEM 26328 the supplier found that the pistons and piston sleeves were damaged due to wear and tear. It is recommended that the engine be overhauled.	Manager Local Economic Development, Mat X	MALANYS MOTORS (PTY) LTD	R	38,811.66	R	2,527.89	R	28,535.39
19	SC02755	20140820	20140819 (Updated 20140820)	20140820 Clause 36(Y)(K)(V)	02	The urgent procurement of electrical inventory items. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Acting Senior Coordinator Moses, J.	Synergy Electrical Isolated Supplies LC	R	88,224.26	R	8,108.04	R	68,484.33
20	SC02758	20140822	20140819 (Updated 20140820)	20140820 Clause 36(Y)(K)(V)	03	Replacement of water tanks at the site. The supplier found that the tanks are unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Senior Manager Administration, Kerry D	Yenze MCB	R	84,000.00	R	13,180.00	R	107,180.00
21	SC02759	20140823	20140819 (Updated 20140820)	20140820 Clause 36(Y)(K)(V)	03	Replacement of water tanks at the site. The supplier found that the tanks are unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Senior Manager Administration, Kerry D	Yenze MCB	R	28,000.00	R	3,047.26	R	41,000.00
22	SC02758	20140823	20140819 (Updated 20140820)	20140820 Clause 36(Y)(K)(V)	03	Replacement of water tanks at the site. The supplier found that the tanks are unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Senior Manager Administration, Kerry D	Yenze MCB	R	8,750.00	R	1,225.70	R	3,940.30
23	SC02758	20140823	20140819 (Updated 20140820)	20140820 Clause 36(Y)(K)(V)	03	Replacement of water tanks at the site. The supplier found that the tanks are unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Senior Manager Administration, Kerry D	Yenze MCB	R	18,000.00	R	0	R	18,000.00
24	SC02760	20140902	20140829 (Updated 20140902)	20140904 Clause 36(Y)(K)(V)	03	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Manager Local Economic Development, Mat X	Trawl People CC	R	8,800.00	R	1,216.60	R	6,900.60
25	SC02762	20140907	20140829 (Updated 20140903)	20140920 Clause 36(Y)(K)(V)	03	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Acting Senior Coordinator Moses, J.	Byed Document Solutions	R	68,660.20	R	12,447.20	R	101,310.00
26	SC02763	20140901	20140829 (Updated 20140902)	20140920 Clause 36(Y)(K)(V)	04	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Chief Traffic Services Foster R	Dugay South Africa (PTY) LTD	R	1,980.20	R	278.22	R	2,288.32
27	SC02764	20140902	20140829 (Updated 20140903)	20140920 Clause 36(Y)(K)(V)	04	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Chief Traffic Services Foster R	Yenze (PTY) LTD	R	3,637.00	R	511.98	R	4,189.39
28	SC02765	20140907	20140829 (Updated 20140903)	20140920 Clause 36(Y)(K)(V)	04	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Acting Manager Foster R	Business Equipment, a Division of Barrowvale South Africa (Pty) Ltd	R	10,025.71	R	1,485.18	R	12,117.87
29	SC02765A	20141113 (Updated 20141113)	20141110 (Updated 20141111)	20141124 Clause 36(Y)(K)(V)	05	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Acting Manager Foster R	Business Equipment, a Division of Barrowvale South Africa (Pty) Ltd	R	3,636.42	R	508.36	R	4,144.38
30	SC02766	20140921 (Updated 20141021)	20140918 (Updated 20141021)	20140922 Clause 36(Y)(K)(V)	04	The urgent procurement of A1 and A4 only seats. These items are essential for the municipality to deliver essential services to the community. The supplier found that the inventory is unable to provide the required services to the community. Tender BC 14202014 will only be awarded during the next three weeks.	Chief Traffic Services Foster R	Public Management Technologies	R	2,076.50	R	303.40	R	2,800.80

31	SCD2767	2014/0202	2014/0201	2014/0200	2014/0127	Clause 36(1)(a)(i)	04	Problems were experienced with CEM 1108-3. Three point hydraulic system. The advice was sent to Anso Limited for assistance to determine the problem and the output device. It was found that the control cable was damaged and need to be replaced.	Acting Manager Plant/Fruit F	Ageo Landin Carbonsewing WC	R	11 682.87		R	2 022.48	R	10 752.09
32	SCD2768	2014/0202	2014/0201	2014/0200	2014/0128	Clause 36(1)(a)(i)	04	The urgent procurement of electrical supply at the goods department is critical to meet the demand of the electrical equipment. Due to the expiry of the existing contract and cancellation of tender SC14/28/0214. The new tender for the electrical inventory has been advertised on the 02/05/2014.	Acting Store Coordinator, -3 Mines JC	Dyrebaand's Electrical and Industrial Supplying CC	R	84 328.55		R	11 802.92	R	68 109.47
33	SCD2770	2014/0208	2014/0208	2014/0208	2014/0127	Clause 36(1)(a)(i)	04	The internet system controlling access to the accessibility via the mine in Harwood. Stand was damaged due to a lightning strike. This supplier who originally installed the system was contacted to inspect and advise to repair the damage.	First Technician Mach T	Mr Speck-Durling CC	R	3 009.00		R	459.28	R	4 002.28
34	SCD2771	2014/0208	2014/0208	2014/0208	2014/0127	Clause 36(1)(a)(i)	04	The identification of lost hazardous cables (down of the cable) through a daily training exercise and needs to be reviewed. The necessary confirmed that Free Batches are the exclusive and advanced cable in South Africa.	Chief Fin. Smith L	Free Batches Cape (PTY) LTD	R	10 736.50		R	2 343.51	R	10 076.61
35	SCD2772	2014/0208	2014/0208	2014/0208	2014/0128	Clause 36(1)(a)(i)	04	The identification and repair of fault with electrical supply cables in Harwood after the main breaker 50000 and bring the supply of electricity to the area by a service provider with the needed specialized equipment. (Refer to SCD 2772A).	Senior Manager Electromechanical Services, Au Phasi's	Catalyst CC via Phasidon Trading	R	1 710.00		R	209.40	R	1 540.40
36	SCD2773	2014/0208	2014/0208	2014/0208	2014/0127	Clause 36(1)(a)(i)	04	The identification and repair of fault with electrical supply cables in Harwood after the main breaker tripped and tested the supply of electricity to the area by a service provider with the needed specialized equipment. (Refer to SCD 2772 for the actual cost)	Senior Manager Electromechanical Services, Au Phasi's	Catalyst CC via Phasidon Trading	R	3 322.12		R	483.20	R	2 785.42
37	SCD2775	2014/0202	2014/0201	2014/0200	2014/0127	Clause 36(1)(a)(i)	04	The supplier was contacted to perform a pressure test on the digger loader (CE380/54). The supplier found that there was too much air in the transmission and needs to be replaced.	Acting Manager Plant/Fruit F	Krossink Cape	R	2 898.10		R	377.73	R	3 075.83
38	SCD2774	2014/0202	2014/0201	2014/0200	2014/0127	Clause 36(1)(a)(i)	04	The identification and repair of fault with electrical supply cables in Harwood after the main breaker tripped and tested the supply of electricity to the area by a service provider with the needed specialized equipment. (Refer to SCD 2772 for the actual cost)	Acting Manager Plant/Fruit F	Industrial Equipment & Africa (Pty) Ltd	R	8 016.75		R	642.30	R	8 099.10
39	SCD2776	2014/0204	2014/0204	2014/0204	2014/0127	Clause 36(1)(a)(i)	05	The urgent replacement of a cable in Harwood. If the cable is not replaced it could affect the production of the entire business area and will affect safety.	Senior Manager Electromechanical Services, Au Phasi's	Adress Constructies (PTY) LTD	R	45 472.00		R	9 366.16	R	51 045.36
40	SCD2778	2014/0207	2014/0207	2014/0207	2014/0127	Clause 36(1)(a)(i)	04	Appointment of the contractor responsible for the construction of Barmouth-Suburban Water Treatment Plant, being known as Chemnitz (Pty) Ltd, for the installation and maintenance of the plant during the Deloitte Instruction Period, 1 December 2014 to 30 November 2015.	Daisy Director, Engineering Planning (Bigras H)	Musaia Chemnitz (Pty) Ltd	R	132 002.50		R	19 485.00	R	159 485.00
41	SCD2777	2014/0209	2014/0209	2014/0209	2014/0210	Clause 36(1)(a)(i)	04	Receipt of Colson's Quade (CAM 16750) cables by the sole authorized agent hardware equipment.	Acting Manager Plant Fruit F	Standard Equipment	R	33 914.91		R	4 056.00	R	28 217.80
42	SCD2778	2014/0205	2014/0205	2014/0205	2014/0211	Clause 36(1)(a)(i)	04	Requires an equipment and the replacement of the emergency light and equipment in Gardsdal	Senior Manager Communications	Senior Manager Systems Development, Johnson C	R	24 400.00		R	5 207.00	R	20 099.00
43	SCD2779	2014/0207	2014/0207	2014/0207	2014/0212	Clause 36(1)(a)(i)	04	The identification of fault and subsequent servicing of the generator in Gardsdal after the system equipped as a ring (hand message)	Senior Manager Control and Standard, Moutlet F	Business	R	10 817.00		R		R	10 817.00
44	SCD2780	2014/0208	2014/0208	2014/0208	2014/0219	Clause 36(1)(a)(i)	04	Replacement of 16 meters (4th floor) transmitters at the water treatment plant in Bally Beach by the sole contractor of the water maintenance Quality Provision Systems CC	Manager Quadrant, De Villiers J	Quality Provision Systems CC	R	481 310.00		R	87 353.30	R	548 003.00
45	SCD2781	2014/0202	2014/0202	2014/0202	2014/0203	Clause 36(1)(a)(i)	04	Due to the failure of the cables at the Gardsdal Area the contractor and maintenance at the Water Treatment Plant at Bally Beach needs to resume from a weekly to a daily basis as from 20 December 2014 to 2 January 2015.	Manager Quadrant, De Villiers J	Quality Provision Systems CC	R	20 160.00		R	2 914.00	R	22 960.00
46	SCD2782	2014/0202	2014/0202	2014/0202	2014/0205	Clause 36(1)(a)(i)	07	Emergency repairs to the cable-link between Harwood and Harwood High Area. The forwarding of the cables is critical for the emergency response and public services.	Senior Manager Analyst, Van Averster J	Edlabas Systems CC via Harwood Communications	R	8 427.00		R	869.75	R	7 306.75
47	SCD2783	2014/0202	2014/0202	2014/0202	2014/0202	Clause 36(1)(a)(i)	07	Carrying of the Booth Holiday Show from the 27 February 2015 - 01 March 2015	Manager LED, Achse K	Interphase Trading 488 (PTY) LTD	R	16 280.00		R	2 288.80	R	18 000.00
48	SCD2784	2014/0204	2014/0204	2014/0204	2014/0202	Clause 36(1)(a)(i)	07	Building of the Cables Gateway Show from the 13 - 15 March 2015	Manager LED, Achse K	Harwood Media (PTY) LTD	R	15 725.00		R	1 807.50	R	15 846.50
49	SCD2785	2014/0202	2014/0202	2014/0202	2014/0202	Clause 36(1)(a)(i)	04	Replacement of cables in the Harwood, Onca and Sandbank plants on the 10 January 2015	Chief Fin Officer Smith L	PTA System (PTY) LTD	R	43 273.87		R	8 058.00	R	77 129.70

50.	SCD2798	20150313	20150219	20150219	20150219	Clause 36(1)(A)(i)	09	Supply and repair of Helox VGE backhoes for the Masdar units installed in the municipal vehicles. The location of these units are only known by Akash Nadeem.	Acting Manager: Faisal Hussain	Alvon Retailer (PTY) LTD	R	58 175.41	R	7 884.26	R	64 034.87
51.	SCD2797	20150208	20150208	20150210	20150210	Clause 36(1)(A)(i)	08	Reinstallation of speed monitoring equipment. Towns Manufacturers (PTY) LTD is the sole supplier of the equipment. Final invoice service, repair, maintenance and installation.	Chief Traffic Services Manager: Faisal Hussain	Towns Manufacturers (PTY) LTD	R	11 869.59	R	1 481.56	R	13 539.21
52.	SCD2798	20150219	20150219	20150220	20150220	Clause 36(1)(A)(i)	08	Provision of software for the capturing traffic fees for the period 01 - 31 September 2014.	Chief Traffic Services Manager: Faisal Hussain	Total Client Services Limited	R	3 085.50	R	711.56	R	3 796.99
53.	SCD2798	20150208	20150208	20150208	20150208	Clause 36(1)(A)(i)	06	The appointment of a signwriter for the signboard for the period 11-15 February 2015.	Senior Manager: Human Resources Administration, D. G. M. M. M.	Overstrand Community Languages CC	R	4 776.20	R	-	R	4 776.00
54.	SCD2794	20150305	20150304	20150305	20150305	Clause 36(1)(A)(i)	09	Repair of the electrical lighting around the municipal depot in Gansbaai.	Operational: Dr. V. J. J. J.	Mt-Slope Overberg CC	R	10 101.64	R	5 800.22	R	21 461.78
55.	SCD2792	20150208	20150208	20150208	20150208	Clause 36(1)(A)(i)	09	Repairing of the bicycle holder position and servicing of the vehicle CEM 8154.	Acting Manager: Faisal Hussain	Kumath Cycle (Pty) Ltd	R	14 941.46	R	2 881.28	R	17 039.57
56.	SCD2794	20150219	20150219	20150219	20150219	Clause 36(1)(A)(i)	06	Placing of a distribution board and the reconfiguring of the air conditioning electrical system.	Senior Manager: Systems Development	Collier's Calling CC	R	24 032.40	R	9 300.34	R	27 382.74
57.	SCD2793	20150305	20150305	20150305	20150305	Clause 36(1)(A)(i)	09	Installation of a CO alarm in the treatment area at the Maitland Water Treatment Works.	Senior Manager: Engineering Planning	Kusasa Chimera (Pty) Ltd	R	17 800.00	R	17 800.00	R	142 000.00
58.	SCD2794	20150219	20150219	20150219	20150219	Clause 36(1)(A)(i)	08	Expansion of the Chevrolet City-Water Municipality Monitoring Station at Maitland, Jansbaai and Gansbaai.	Senior Manager: Engineering Planning	Physio Instrumental Services (Pty) Ltd	R	171 781.40	R	24 048.40	R	195 830.00
59.	SCD2796	20150305	20150305	20150305	20150305	Clause 36(1)(A)(i)	06	The security servicing of the radio computer (CEM 21982).	Acting Manager: Faisal Hussain	Hypertec (PTY) LTD	R	3 833.17	R	484.01	R	4 056.10
60.	SCD2797	20150208	20150208	20150208	20150208	Clause 36(1)(A)(i)	10	Replenishing of fuel in the Government area on the 28 February 2015.	Chief: Fire Officer: Sarah L.	RFA Auction (Pty) Ltd	R	27 482.36	R	3 644.93	R	31 341.29
61.	SCD2795	20150401	20150401	20150402	20150402	Clause 36(1)(A)(i)	10	The annual maintenance, test and SAPO licence fees for the forklift machine for Gansbaai at Maitland Water Treatment Administration.	Manager: Council Services Support	Earlwick 282 (PTY) LTD	R	2 775.27	R	380.13	R	3 095.40
62.	SCD2798	20150401	20150401	20150401	20150401	Clause 36(1)(A)(i)	10	Repair of hydraulic cylinder (CEM 20426).	Acting Manager: Faisal Hussain	Hypertec (PTY) LTD	R	9 720.20	R	1 361.56	R	11 086.50
63.	SCD2800	20150401	20150401	20150401	20150401	Clause 36(1)(A)(i)	10	Installation of new cabinet in the Maitland Water depot.	Senior Manager: Operations	Collier's Calling CC	R	13 315.52	R	1 884.10	R	15 175.10
64.	SCD2801	20150402	20150402	20150402	20150402	Clause 36(1)(A)(i)	10	Maintenance of three municipal vehicles for the Regional Water Services District on the 23-24 June 2015.	Director: Infrastructure and Planning: Major B.	Neo Physician Consultants CC	R	10 890.00	R	-	R	10 890.00
65.	SCD2802	20150402	20150402	20150402	20150402	Clause 36(1)(A)(i)	10	Service and/or repair of the fire truck building entrance to ensure compliance with the Fire Safety Act of 1997, via a stop and go permit process.	Chief: Fire Officer: Sarah L.	Dagor South Africa (PTY) LTD	R	9 420.00	R	1 178.40	R	8 241.60
66.	SCD2803	20150403	20150403	20150403	20150403	Clause 36(1)(A)(i)	11	Procurement of parts to repair Chesa Helox (CEM21923, CEM21927 and CEM 18407).	Acting Manager: Faisal Hussain	Umsat South Africa (PTY) LTD	R	14 449.20	R	2 032.06	R	16 481.06
67.	SCD2804	20150404	20150404	20150404	20150404	Clause 36(1)(A)(i)	11	Procurement of a 2015B recording machine for the Maitland Council, with a three years maintenance agreement period ending 30 June 2018.	Acting Manager: Faisal Hussain	Dirensien Dale (PT) LTD	R	105 985.54	R	18 779.76	R	120 348.42
68.	SCD2804	20150404	20150404	20150404	20150404	Clause 36(1)(A)(i)	11	The procurement of Professional Services for the establishment of a professional service for the procurement of a 2015B recording machine for the Maitland Council, with a three years maintenance agreement period ending 30 June 2018.	Director: Management Services	Work Dynamics (Pty) Ltd	R	20 010.00	R	2 091.00	R	23 541.00
69.	SCD2807	20150405	20150405	20150405	20150405	Clause 36(1)(A)(i)	11	The procurement of services for the procurement of a 2015B recording machine for the Maitland Council, with a three years maintenance agreement period ending 30 June 2018.	Chief: Fire Officer: Sarah L.	JFA Solutions (PTY) LTD	R	1 031 548.01	R	144 360.30	R	1 175 928.11
70.	SCD2808	20150405	20150405	20150405	20150405	Clause 36(1)(A)(i)	11	Grants for a postage printing machine for Maitland Administration.	Manager: Council Services	Enjournals 282 (Pty) Ltd	R	29 824.36	R	4 175.44	R	34 000.00
71.	SCD2809	20150405	20150405	20150405	20150405	Clause 36(1)(A)(i)	11	Abandoning of a vehicle on Municipal Property - Good Governance by night municipal official.	Deputy Director: Finance, Maitland Council	MPO Institute of Maitland (Private Office)	R	11 851.68	R	1 888.42	R	13 485.00
72.	SCD2810	20150409	20150409	20150409	20150409	Clause 36(1)(A)(i)	11	Procurement of two multi-copy office machines, which have been used for the municipality for the past three years through a monthly lease agreement, from an automated 9600/404 of Xerox machine.	Senior Business Analyst: Van Aspen	JFA Operations (Pty) Ltd	R	25 455.51	R	3 201.00	R	28 241.80
73.	SCD2811	20150519	20150519	20150501	20150501	Clause 36(1)(A)(i)	11		Senior Business Analyst: Van Aspen	Capo Office Machines (Pty) Ltd	R	13 984.04	R	1 941.11	R	15 905.15

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Sl. No.	Project Name	Year	Contract No.	Contract Value (Rs.)	Contract Type	Contract Duration	Contract Status	Contract Value (Rs.)	Contract Status	Contract Value (Rs.)
74	SCD2812	2015/05/07	2015/05/09	Clause 36(1)(a)(i)	11	Repair of the emergency inverter, which is used for maintaining the power quality on the city networks	Senior Engineer: Electrical Services, Lucknow DC Services, Lucknow DC	0,654,000	R	7,813,300
75	SCD2813	2015/06/05	2015/06/04	Clause 36(1)(a)(i)	12	Reconfiguration of electrical inverter due to the new load inverter connected to Eakon at T-1, July 2015 and the existing of all meters.	Senior Manager Electrical Services, D-1 Phases, J-1	23,033,000	R	28,426,440
76	SCD2814	2015/06/09	2015/06/09	Clause 36(1)(a)(i)	12	The evaluation and grading of Kharwar Branch in terms of the Blue Flag status programme, by the sub-organization authorized by the International Foundation for Environmental Education (IFE) to implement FEE programme in South Africa.	Senior Manager Environment, Lucknow	20,000,000	R	22,800,000
77	SCD2815	2015/06/09	2015/06/09	Clause 36(1)(a)(i)	12	Repair of the cabin in Vande Bharat, to ensure the safety of the road users and passengers	Chief Traffic Services Engineer, Phases II	58,474,300	R	68,882,000
78	SCD2816	2015/06/09	2015/06/09	Clause 36(1)(a)(i)	12	Repair of CTM 1023, the one designed during the 1st contract and the existing of the same	Chief Fire Officer, Lucknow	141,820,540	R	161,790,390
79	SCD2817	2015/06/04	2015/06/04	Clause 36(1)(a)(i)	13	SCDM technology upgrade and software maintenance	Senior Manager Systems Development, Lucknow	20,109,600	R	22,081,000
80	SCD2818	2015/06/04	2015/06/04	Clause 36(1)(a)(i)	13	The evaluation and grading of Ganga and Mandira Beach in terms of the Blue Flag status programme, by the sub-organization authorized by the International Foundation for Environmental Education (IFE) to implement FEE programme in South Africa.	Chief Area Manager Lucknow, Lucknow	40,000,000	R	48,800,000
81	SCD2819	2015/06/07	2015/06/07	Clause 36(1)(a)(i)	13	Replacement of 10 incinerator silica filterbag membranes at the waste treatment plant in Puri Beach by the new incinerator silica filterbag membranes Quality Filterbag Systems CC	Manager, Lucknow	369,318,240	R	435,223,700
82	SCD2820	2015/06/02	2015/06/02	Clause 36(1)(a)(i)	12	Number of a workshop on 'Institutional Privatization in a Developing Country: Case Management and Local Economic Development'	Director, LEA, Lucknow	4,844,740	R	5,521,000
83	SCD2821	2015/06/02	2015/06/02	Clause 36(1)(a)(i)	12	The annual review of the municipality's long term financial plan for a contract period ending 30 June 2018, by the original developer of the financial plan.	Deputy Director Finance, Lucknow	181,016,000	R	217,790,240
84	SCD2822	2015/06/05	2015/06/05	Clause 36(1)(a)(i)(ii)	12	Workshop on the ground terms in Lucknow (15/03/2015) and Lucknow (20/03/2015)	Chief Fire Officer, Lucknow	8,490,740	R	9,842,360
85	SCD2823	2015/06/05	2015/06/05	Clause 36(1)(a)(i)(ii)	12	Locating the fault on the MV cables, by Cabot - CC and back-up the municipality to repair the fault	Senior Manager Electrical Services, D-1 Phases, Lucknow	8,001,300	R	9,441,710
86	SCD2824	2015/06/05	2015/06/05	Clause 36(1)(a)(i)(ii)	12	Workshop on the ground terms in Lucknow (08/03/2015)	Chief Fire Officer, Lucknow	27,482,260	R	31,341,270
<p><b>Total</b> <b>Rs. 3,136,389,000</b> <b>R</b> <b>325,000,000</b> <b>R</b> <b>778,818,800</b> <b>R</b> <b>9,991,889,200</b></p>										

Supply Chain Management Policy														
Irregular Expenditure Incurred in terms of Paragraph 36(2)														
Register 2014/2015														
SCME #	Date of Discovery	Date Reported to the Accounting Officer	Date of Memo	Received	Date approved for payment	Report to Council	Mat Trans	Description	Type of Prohibited Expenditure	Awarded to	Responsible Directorate	Amount Operational	VAT @ 14%	Total
<b>Incidents identified and currently under investigation</b>														
2015001	20140626	20141229	20140926	20141029	20140703	20150428	201471229	The receipt of a cancelled fee is allowed by having payments made by the bank on the day without the usual procurement process, or the direct application and approval of a deviation in terms of Paragraph 36 of the SCM Policy	SCM Case 17	FFA Assets (Pty) Ltd	Infrastructure and Planning	R 3 887,41	R 543,48	R 4 430,89
2015002	20141020	20141229	20141118	20141031	N/A	20150428	201471229	The provision of security services for various sites and properties controlled by Overstrand Municipality, without following the official procurement process, or the direct application and approval of a deviation in terms of Paragraph 36 of the SCM Policy	SCM Case 19	Various Contractors	Community Services	R 594 000,00	R 100 782,00	R 694 782,00
2015003	20141002	20141028	20141116	20141005	N/A	20150428	201471229	The provision of a media list between the municipality's and government websites and the bank, as required in terms of the procurement process, or the direct application and approval of a deviation in terms of Paragraph 36 of the SCM Policy	SCM Case 9	Julie (Pty) Ltd	Finance	R 47 880,00	R 6 703,20	R 54 583,20
2015004	20150410	20150617	20150419 (Latest)	20150419	20150817	In Progress	20150920	Receipts of food to the department offices who were supplying staff which occurred over the period of February and April 2015	SCM Case 2	Cherry Catering (Pty) Ltd	Protocols and Security Services	R 0 205,00	R -	R 205,00
2015007	20150629	20150620	20150629	20150629	20150629	In Progress	20150820	The waste of medical oxygen cylinders for use at the beaches in Hermanus and Kleinmond	SCM Case 6	African Oxygen Limited (a Africa	Community Services	R 7 404,00	R 1 055,56	R 8 459,56
2015008	20150629	20150620	20150629	20150629	20150629	In Progress	20150820	The supply and delivery of newspapers to the Helderberg Library for the period September to December 2014, without following the official procurement process	SCM Case 5	Bush Road Calls	Community Services	R 1 452,30	R 197,72	R 1 650,02
<b>Incidents investigated and written off</b>														
2015004	20141030	20141229	20141118	20141030	N/A	20150528	201471229	The provision of Multi Choice television services to staff members, without following the official procurement process, or the direct application and approval of a deviation in terms of Paragraph 36 of the SCM Policy	SCM Case 18	MultiChoice (Pty) Ltd	Community Services	R 43 750,00	R 6 126,00	R 49 876,00
2015005	20141015	20141229	20141116	20141015	N/A	20150428	201471229	The servicing of two Suzuki motorcycles, without following the official procurement process	SCM Case 4	Quintek Susta	Community Services	R 3 302,27	R 471,42	R 3 873,69

**10. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(B) AND 17(1)(C), FOR APRIL 2015: SUBMISSION OF ADDITIONAL INFORMATION**

**8/2/2**

**CEM La Cock  
17 July 2015**

**(028) 313 8080**

**Corporate Head Office**

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**1. Executive Summary**

This report provides information to Council with regards to the subject mentioned report that served before Council on 28 May 2015 as Annexure B (original reference).

**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**

During a council meeting dated 27 May 2015 a councillor questioned the fact that only one quote has been obtained by officials of the Supply Chain Management Department of the Municipality for the purchase of a pipe clamp 62/70 HD.

The purpose of the monthly report for April 2015 to Council as mentioned, was to ensure that Council maintains oversight over the implementation of the Supply Chain Management Policy. In terms of Paragraph 17(2) of the said

policy, the delegated authority must record and report all approvals made in terms of Paragraph 16(1)(b) and 17(1)(c) each month.

**Discussion**

The Supply Chain Management office thus provides Council now with the following statistical figures regarding activities undertaken by the Purchasing Section within the Finance Directorate during April 2015:

#	Description	Number of transactions
1.	Requests received	806
2.	Orders Processed	610
3.	Par 16(1)(b) and 17(1)(c) approvals	14

As far as the matter under discussion is concerned, the following needs to be noted:

Annexure B: Schedule of approvals in terms of Paragraph 17(1) of the SCM Policy – Overstrand Municipality – April 2015					
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	
<b>Note: Please be advised that some of the descriptions below are only of the first line item on the requisitions lodged</b>					
#	Supplier	Date	Amount	Reason Code	Description
8	OVERBERG AGRI BEDRYWE (PTY) LT	20150408	R 3 919.88	10	PYP KLAMP 62/70 HD

On 22 April 2015, the following five (5) suppliers from the supplier database (in compliance with legislation) were requested to quote on the required item:

1. Builder Depo
2. Penny Pinchers
3. Overberg Agri
4. Kaap Agri
5. Built IT Gansbaai

Beforementioned resulted in the following:

- a. Only two (2) responses were received; one from Penny Pinchers and the other from Overberg Agri.
- b. Penny Pinchers did not respond with a quote, but e-mailed the municipality informing us that they do not have the item in stock.
- c. Overberg Agri quoted R 4,473.62 on the 20 plumbing goods required.

- d. As no further quotations were received, this exception (giving effect to Paragraph 17 of the SCM Policy) was approved and the quotation of Overberg Agri was accepted on 29 April 2015.
- e. The information that more than 3 service providers were approached (five in this instance) and only one successful and compliant quote was obtained, was reported to the Chief Financial Officer and Council by the accounting officer, giving effect to Paragraph 17(2) of the SCM Policy.

**7. Financial Implications**

None

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

Annexure A (Annexure B of the previous report):  
Schedule of approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for April 2015

**RECOMMENDATION TO THE COUNCIL:**

that **cognisance be taken** of the explanation regarding the process followed when making an award to “Overberg Agri Bedrywe (Pty) Ltd” for the purchase of pipe clamps 67/70 HD.

**RESPONSIBLE OFFICIAL :**

**R LA COCK**

**TARGET DATE FOR IMPLEMENTATION :**

**TO BE NOTED**

Annexure B: Schedule of approvals in terms of Paragraph 17(1) of the SCM Policy - Overstrand Municipality - April 2015					
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		
#	Supplier	Date	Amount	Reason Code	Description
1	CAPE OTTO SIGNS CC	20150402	R 2 280.00	10	NO DUMPING/ GEEN STORTING / AKULAHLA APHA, MUNICIPALITY EMBLEM
2	OVERBERG SCAFFOLD & MACHINE HI	20150407	R 5 043.86	10	HUUR VAN HOE-DRUK MET OPERATEUR/TOERUSTING/PETROL & VERVOER INGESLUIT
3	MG ELECTRICAL	20150407	R 2 750.00	10	REPAIR CLOSE CHANNEL LIGHT FITTING INCLUDING BULB
4	OVERBERG AGRI BEDRYWE (PTY) LT	20150407	R 6 165.00	11	HEAVY DUTY POP UP SPRINKLERS 7000S
5	TSETHA'S ENTERPRISE	20150407	R 7 204.40	11	THERMAL ROLLS 76/40
6	SANNITREE INTERNATIONAL CC	20150407	R 13 107.00	11	20KG SPECIAL MIX FAT CRACKER
7	BURMAR CIVILS (PTY) LTD	20150408	R 10 500.00	10	SUPPLY AND DELIVER 7 X 210 LITER CATIONIC 65% BITUMEN DRUMS
8	OVERBERG AGRI BEDRYWE (PTY) LT	20150408	R 3 919.88	10	PYP KLAMP 62/70 HD
9	GAFFLEY'S COACH TOURS (PTY) LT	20150408	R 15 460.00	10	28 APRIL 2015: HERMANUS-KLEINMOND - JUNIOR COUNCIL ORIENTATION TOURS
10	BIDVEST WALTONS	20150408	R 4 903.90	11	STATIONERY CUPBOARD 1800HX900WX450D - 4 SHELVES - HAMMER GREY (X2)
11	GILBERTS CATERING (K201112488)	20150409	R 6 560.00	11	REFRESHMENTS FOR WOMENS ENTREPRENEURIAL COCKTAIL EVENT 17 APRIL 2015
12	NEO TECHNOLOGIES (PTY) LTD	20150410	R 19 833.00	11	SUPPLY 660 BATTERY APC - RBD 17
13	STARTUNE (PTY) LTD	20150412	R 25 662.00	11	RAIN SUITS: 2-XL - NAVY WITH REFLECTIVE TAPE
14	COLOURPIX GRAPHIC DESIGNS CC	20150420	R 6 160.00	11	ARTWORK AND DESIGN (2 HOURS) OF WATER AND SEWER NETWORK BROCHURE

Annexure A

**11.  
SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)  
FOURTH QUARTERLY REPORT: APRIL - JUNE 2015**

2/12/1/1

R Louw

17 July 2015

(028) 313 8071

Corporate Head Office

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**1. 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 fourth quarter, 1 April 2015 to 30 June 2015.

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorate: Management Services  
Strategic Services

**3. Compliance with Strategic Priorities**

Promotion of tourism, economic and social development  
Provision and maintenance of municipal services  
Provision of democratic, accountable and ethical governance  
Encouragement of structured community participation in the affairs of the municipality  
Creation and maintenance of a safe and healthy environment

**4. Delegated Authority**

None

**5. Legal Requirements**

Section 52(d) of the Local Government: Municipal Finance Management Act, 2003 (MFMA) (Act 56 of 2003)

**6. Background/Discussion/Evaluation/Conclusion**







Monthly updates of the actual performance are calculated by the calculation types on the system:

<b>Code</b>	<b>Calculation Type</b>	<b>Explanation</b>
CO	Carry Over	Targets & Actuals carry over from one period to the next (% of project complete). The highest available Target and Actual is used to calculate the Overall Performance for the period.
ACC	Accumulative	The system sums the Targets and Actuals in order to calculate the Overall Performance for the period.
STD	Stand-alone	The system averages the Targets and Actuals over the number of targets greater than 0 in order to calculate the Overall Performance for the period.
ZERO	Zero %	Actuals must be less than or equal to the Target and the Targets are 0. The system sums the Targets and Actuals in order to calculate the Overall Performance for the period.
NA	NA	No calculation is done.
REV	Reverse Stand-alone	Actuals must be less than or equal to the Target and the Target is greater than 0. The system averages the Targets and Actuals over the number of targets greater than 0 in order to calculate the Overall Performance for the period.

The dashboard (pie chart) is influenced and generated based on the progressive performance (year to date result) of all the KPI's (key performance indicators) and the calculation type of each KPI.

The KPI result categories are indicated on the dashboard (pie chart) as:

**KPI Result Categories**

<b>Category</b>	<b>Colour</b>	<b>Explanation</b>
KPI's Not Yet Measured	 N/A	KPIs with no targets or actuals in the selected period.
KPI's Not Met	 R	0% >= Actual/Target < 75%
KPI's Almost Met	 O	75% >= Actual/Target < 100%
KPI's Met	 G	Actual/Target = 100%
KPI's Well Met	 G2	100% > Actual/Target < 150%
KPI's Extremely Well Met	 B	Actual/Target >= 150%

**7. Financial Implications**

Provision was made for the financing of the activities in both the capital and operating budget for the 2014/2015 financial year.

**8. Staff Implications**

Report is compiled in-house by the relevant officials.

**9. Comments from other Departments, Divisions and Administrations**

The content of the annexures reflect the inputs of the relevant affected staff.

**10. Annexures**

- Annexure A: Total organisational performance graphs for current and previous quarter (April- June 2015 and January- March 2015)
- Annexure B: Performance Graphs per Directorate: April- June 2015
- Annexure C: Top Level SDBIP report: April- June 2015
- Annexure D: Comments with regard to KPI's not met: April- June 2015
- Annexure E: Amendments to the Departmental and Top Layer Service Delivery and Budget Implementation Plan for the fourth quarter (April-June 2015)
- Annexure F: Progress on KPI's not met in previous quarter

*Note: Due to year end, the financial figures cited are preliminary and subject to the draft Annual Financial Statements (AFS) that will be available in the 2nd week of August 2015. The draft AFS figures will be verified in the draft unaudited Annual Report at the end of August 2015.*

**PLEASE NOTE THAT HARD COPIES OF THIS ITEM WILL BE DELIVERED TO COUNCILLORS**

**RECOMMENDATION TO THE COUNCIL:**

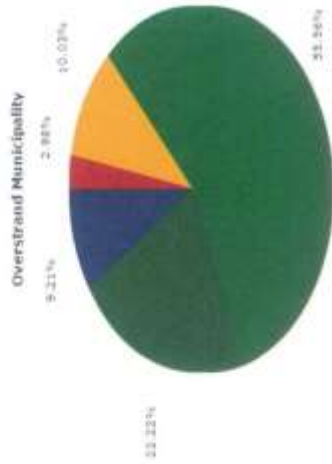
1. that the content of the report for the fourth quarter of the 2014/2015 financial year on the top level Service Delivery and Budget Implementation Plan **be noted**; and
2. that the amendments to the Departmental and Top layer SDBIP for the fourth quarter of the 2014/2015 financial year **be approved**.

**RESPONSIBLE OFFICIAL :**

**R LOUW**

**TARGET DATE FOR IMPLEMENTATION : TO BE NOTED**

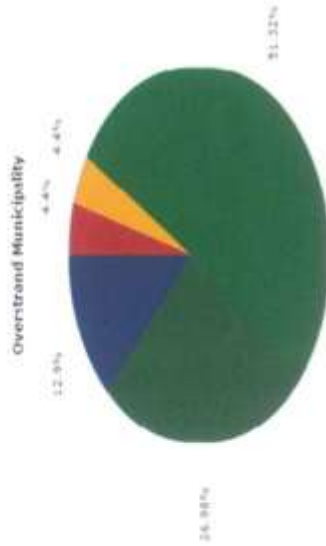
# Total Organisational Performance (01 April 2015 - 30 June 2015)



Annexure A  
P.1/2

KPI Status	Overstrand Municipality						Directorate					
	Council and Municipal Manager	Management Services	Finance	Protection Services	Community Services	Infrastructure and Planning	Economic Development					
KPI Not Met	1 (8.3%)	4 (6.1%)	-	2 (4.1%)	1 (0.8%)	1 (2.8%)	2 (6.3%)					
KPI Almost Met	1 (8.3%)	3 (4.5%)	1 (2.1%)	2 (4.1%)	26 (20.6%)	2 (5.6%)	2 (6.3%)					
KPI Met	8 (66.7%)	48 (72.7%)	36 (75%)	34 (69.4%)	43 (34.1%)	18 (50%)	18 (56.3%)					
KPI Well Met	1 (8.3%)	3 (4.5%)	9 (18.8%)	8 (16.3%)	48 (38.1%)	12 (33.3%)	1 (3.1%)					
KPI Extremely Well Met	1 (8.3%)	8 (12.1%)	2 (4.2%)	3 (6.1%)	8 (6.3%)	3 (8.3%)	9 (28.1%)					
<b>Total:</b>	<b>12</b>	<b>66</b>	<b>48</b>	<b>49</b>	<b>126</b>	<b>36</b>	<b>32</b>					

# Total Organisational Performance (01 January 2015 - 31 March 2015)



Overstrand Municipality	Directorate						
	Council and Municipal Manager	Management Services	Finance	Protection Services	Community Services	Infrastructure and Planning	Economic Development
KPI Not Met	15 (4.4%)	5 (8.8%)	-	-	3 (2.6%)	1 (2.9%)	5 (17.2%)
KPI Almost Met	15 (4.4%)	-	1 (2%)	3 (6.5%)	9 (7.7%)	1 (2.9%)	-
KPI Met	175 (51.3%)	38 (66.7%)	38 (77.6%)	28 (60.9%)	39 (33.3%)	12 (34.3%)	14 (48.3%)
KPI Well Met	92 (27%)	5 (8.8%)	8 (16.3%)	4 (8.7%)	61 (53.1%)	12 (34.3%)	2 (6.9%)
KPI Extremely Well Met	44 (12.9%)	9 (15.8%)	2 (4.1%)	11 (23.9%)	5 (4.3%)	9 (25.7%)	8 (27.6%)
<b>Total:</b>	<b>341</b>	<b>57</b>	<b>49</b>	<b>46</b>	<b>117</b>	<b>35</b>	<b>29</b>

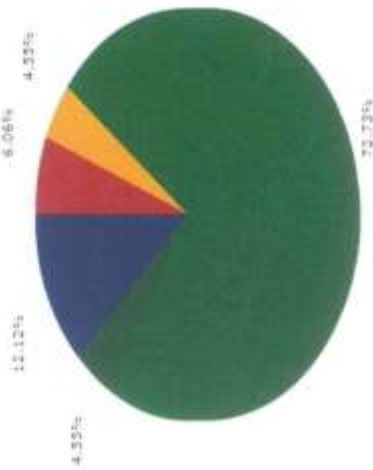
Performance Per Directorate (01 April 2015 - 30 June 2015)



	Council & Municipal Manager		Sub-Directorate	
	Council & Municipal Manager	Municipal Manager	Municipal Manager	Internal Audit
KPI Not Met	1 (8.3%)	-	-	1 (20%)
KPI Almost Met	1 (8.3%)	1 (14.3%)	-	-
KPI Met	8 (66.7%)	6 (85.7%)	2 (40%)	-
KPI Well Met	1 (8.3%)	-	1 (20%)	-
KPI Extremely Well Met	1 (8.3%)	-	-	1 (20%)
<b>Total:</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>5</b>

Annexure B  
P1/8

Management Services

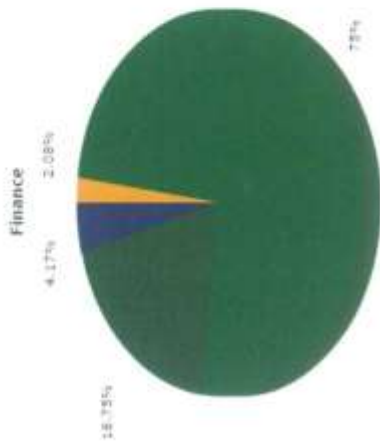


Sub-Directorate



P2/8

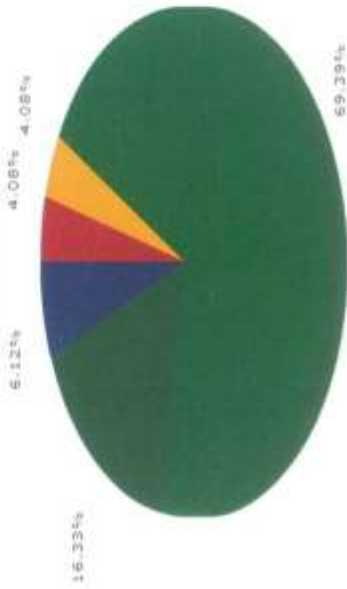
Management Services	Sub-Directorate									
	Director Management Services	Communications	Council and Support Services	Human Resources	Legal Services	Strategic Services	Social Development	System Development	Business Analyst	
KPI Not Met	4 (6.1%)	-	-	3 (17.6%)	1 (16.7%)	-	-	-	-	-
KPI Almost Met	3 (4.5%)	-	-	1 (5.9%)	-	-	1 (25%)	-	-	-
KPI Met	48 (72.7%)	7 (100%)	10 (100%)	11 (64.7%)	1 (16.7%)	2 (100%)	3 (75%)	1 (50%)	2 (66.7%)	-
KPI Well Met	3 (4.5%)	-	-	1 (5.9%)	-	-	-	-	-	-
KPI Extremely Well Met	8 (12.1%)	-	-	1 (5.9%)	4 (66.7%)	-	-	1 (50%)	1 (33.3%)	-
<b>Total:</b>	<b>66</b>	<b>7</b>	<b>10</b>	<b>17</b>	<b>6</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>3</b>



Finance	Sub-Directorate							
	Director Finance	Deputy Director Finance	Accounting Services	Expenditure and Asset Management	Revenue	SCM	Systems Administrator Finance	Contract Management
KPI Not Met	-	-	-	-	-	-	-	-
KPI Almost Met	1 (2.1%)	-	-	1 (14.3%)	-	-	-	-
KPI Met	36 (75%)	7 (100%)	3 (100%)	4 (57.1%)	5 (55.6%)	4 (100%)	4 (100%)	3 (100%)
KPI Well Met	9 (18.8%)	3 (27.3%)	-	2 (28.6%)	4 (44.4%)	-	-	-
KPI Extremely Well Met	2 (4.2%)	-	-	-	-	-	-	-
<b>Total:</b>	<b>48</b>	<b>7</b>	<b>3</b>	<b>7</b>	<b>9</b>	<b>4</b>	<b>4</b>	<b>3</b>

P3/8

**Protection Services**



P4/8

	Sub-Directorate				
	Director: Protection Services	Fire Management	Law Enforcement and Security Services	Traffic Services	
<b>Protection Services</b>					
KPI Not Met	2 (4.1%)	-	-	2 (13.3%)	
KPI Almost Met	2 (4.1%)	-	-	1 (6.7%)	
KPI Met	34 (69.4%)	9 (50%)	12 (100%)	6 (40%)	
KPI Well Met	8 (16.3%)	-	-	5 (33.3%)	
KPI Extremely Well Met	3 (6.1%)	1 (10%)	-	1 (6.7%)	
<b>Total:</b>	<b>49</b>	<b>12</b>	<b>12</b>	<b>15</b>	

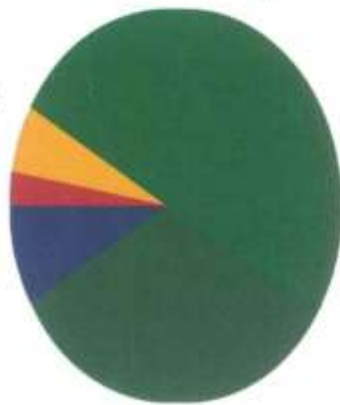




	Sub-Directorate				
	Operational Management: Stanford	Special Projects	Deputy Area Manager: Hermans	Deputy Area Manager: Stanford	Housing Administration
KPI Not Met	0	-	-	-	-
KPI Almost Met	-	2 (50%)	3 (37.5%)	1 (25%)	-
KPI Met	-	2 (50%)	4 (50%)	1 (25%)	7 (87.5%)
KPI Well Met	9 (100%)	-	-	2 (50%)	1 (12.5%)
KPI Extremely Well Met	-	-	1 (12.5%)	-	-
<b>Total:</b>	<b>9</b>	<b>4</b>	<b>8</b>	<b>4</b>	<b>8</b>

### Infrastructure & Planning

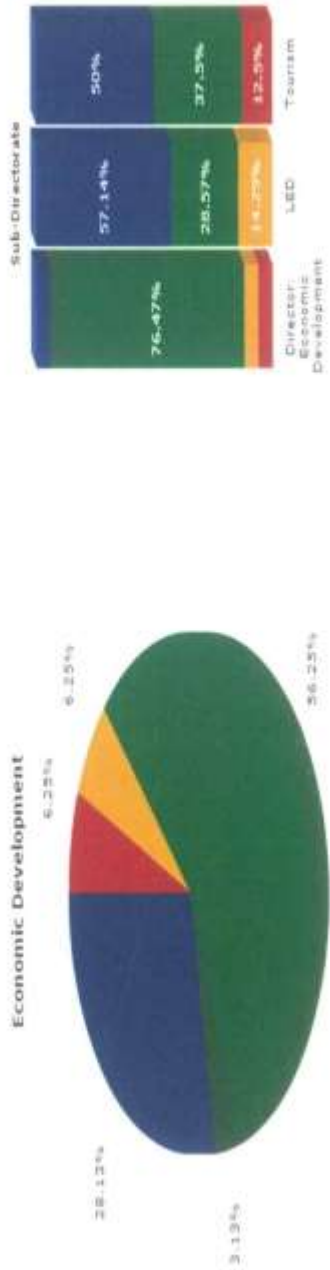
8.33% 2.78% 1.58%



### Sub-Directorate



Infrastructure & Planning	Sub-Directorate								
	Director: Infrastructure and Planning	Building Services	Electricity Distribution and Street Lighting: Gansbaai and Stanford	Environmental Services	Engineering Services	Engineering Planning	Town Planning, Spatial Development and Property Administration	Property Administration	Electricity Distribution and Street Lighting: Hermanus and Kleinmond
KPI Not Met	1 (2.8%)	-	-	-	-	-	-	-	1 (25%)
KPI Almost Met	2 (5.6%)	-	-	1 (33.3%)	-	-	-	-	-
KPI Met	18 (50%)	2 (33.3%)	1 (33.3%)	2 (66.7%)	2 (66.7%)	2 (50%)	-	3 (100%)	1 (25%)
KPI Well Met	12 (33.3%)	4 (66.7%)	2 (66.7%)	-	1 (33.3%)	2 (50%)	-	-	1 (25%)
KPI Extremely Well Met	1 (11.1%)	-	-	-	-	-	1 (100%)	-	1 (25%)
<b>Total:</b>	<b>36</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>4</b>



Economic Development	Sub-Directorate		
	Director: Economic Development	LED	Tourism
KPI Not Met	2 (6.3%)	1 (1.5%)	1 (1.5%)
KPI Almost Met	2 (6.3%)	1 (1.5%)	-
KPI Met	18 (56.3%)	2 (28.6%)	3 (37.5%)
KPI Well Met	1 (3.1%)	-	-
KPI Extremely Well Met	9 (28.1%)	4 (57.1%)	4 (50%)
<b>Total:</b>	<b>32</b>	<b>17</b>	<b>8</b>



Management Services		Contracting (C)		Construction (C)		Manufacturing (M)		Retail (R)		Transportation (T)		Information (I)		Other (O)	
Code	Description	Year	Value	Year	Value	Year	Value	Year	Value	Year	Value	Year	Value	Year	Value
001	Management Services	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
002	Contracting (C)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
003	Construction (C)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
004	Manufacturing (M)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
005	Retail (R)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
006	Transportation (T)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
007	Information (I)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000
008	Other (O)	2001	1000000	2002	1000000	2003	1000000	2004	1000000	2005	1000000	2006	1000000	2007	1000000

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)

001 Management Services  
 002 Contracting (C)  
 003 Construction (C)  
 004 Manufacturing (M)  
 005 Retail (R)  
 006 Transportation (T)  
 007 Information (I)  
 008 Other (O)



84/9

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Protection Services

Protection Services		Case Management / Community Care		Mental Health / Substance Use		Elder Care / Disability Support		Domestic Violence / Child Protection		Housing / Homelessness		Financial / Legal Aid		Health / Social Services		Education / Training		Other / Miscellaneous																																																																																	
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P5A

Item	Item Description	Unit	Quantity	Unit Price	Total Price	Item Description	Unit	Quantity	Unit Price	Total Price	Item Description	Unit	Quantity	Unit Price	Total Price
107	The number of all... and... ...					...					...				
108	...					...					...				
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Community Services

Item	Item Description	Unit	Quantity	Unit Price	Total Price	Item Description	Unit	Quantity	Unit Price	Total Price	Item Description	Unit	Quantity	Unit Price	Total Price
116	...					...					...				
117	...					...					...				
118	...					...					...				
119	...					...					...				
120	...					...					...				





Sl. No.	Topic	Page No.	Learning Objectives		Page No.	Textbook Reference	Page No.	Additional Reference	Page No.
			1	2					
120	The structure of the atom	120-121	1. To understand the structure of the atom.	1. To understand the structure of the atom.	120-121	NCERT	120-121	120-121	
121	Atomic structure	122-123	1. To understand the atomic structure of matter.	1. To understand the atomic structure of matter.	122-123	NCERT	122-123	122-123	
122	Atomic structure	124-125	1. To understand the atomic structure of matter.	1. To understand the atomic structure of matter.	124-125	NCERT	124-125	124-125	

**Chemistry Development**

Sl. No.	Topic	Page No.	Learning Objectives		Page No.	Textbook Reference	Page No.	Additional Reference	Page No.
			1	2					
123	Atomic structure	126-127	1. To understand the atomic structure of matter.	1. To understand the atomic structure of matter.	126-127	NCERT	126-127	126-127	
124	Atomic structure	128-129	1. To understand the atomic structure of matter.	1. To understand the atomic structure of matter.	128-129	NCERT	128-129	128-129	
125	Atomic structure	130-131	1. To understand the atomic structure of matter.	1. To understand the atomic structure of matter.	130-131	NCERT	130-131	130-131	





2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100
<p><b>Community Services</b></p> <p>2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040</p>																					<p>2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100</p>																																																													
<p><b>Infrastructure &amp; Services</b></p> <p>2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040</p>																					<p>2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100</p>																																																													
<p><b>Community Development</b></p> <p>2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040</p>																					<p>2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100</p>																																																													

KPI AMENDMENTS TO THE TOP LAYER AND DEPARTMENTAL SDBIP 2014/2015 4th QUARTERLY REPORT (April 2015 TO June 2015)				
Department	TOP LAYER KPI NO.	DEPT KPI No.	Request made by	Change made
All Directorates	TL49	D28, D103, D234, D284, D329, D366	Strategic Services	National Outcome, National Kpl, Strategic Objective, Municipal KPA
LED		D339	Director: LED	Calculation type changed from Carry Over to Accumulative
LED		D340	Director: LED	KPI deleted as requested in 3rd quarterly SDBIP Report
Management Services	TL 32	D92	Strategic Services	Changed wording of Source of Evidence
Management Services	TL 34	D94	Internal Audit 3rd Quarter Report	Changed wording of Source of Evidence
Management Services		D18	Director Management Services	Changed performance comment for December 2014
Community Services	TL 43, TL 46, TL 50	D223, D154, D151	Director: Community Services	Change Calculation type to Reverse-Stand-Alone
Community Services		D158	Deputy Director: Community Services	Changed actuals for Q1, Q2 & Q3
Community Services		D162	Deputy Director: Community Services	Changed actuals for Q2 & Q3
Community Services	TL 49	D 103	Director: Community Services	Changed actuals for Q1, Q2 & Q3
Finance	TL 20	D 417	Director: Finance	Changes KPI Target Type from % to Number
Finance	TL 22	D 419	Director: Finance	Change Calculation type to Reverse-Stand-Alone
Finance	TL 25	D422	Deputy Director: Finance	Changed wording of Source of Evidence
Finance	TL49	D366	Director: Finance	Actuals changed for Q1, Q2 & Quarter 3
Municipal Manager		D9	Internal Audit Dept	Changed actual for October 2014 from 0 to 1
Municipal Manager	TL 49	D28, D103, D234, D284, D329, D366	Strategic Services	Removed Link from Departmental KPI's

Municipal Manager	TL 49	D15	Strategic Services	Added Link (D15 linked to TL 49)
Protection Services		D239	Chief: Fire Management	Changed actual for July 2014 from 1 to 2

APPROVAL BY MUNICIPAL MANAGER: C GROENEWALD 

APPROVAL BY EXECUTIVE MAYOR: N BOTHA-GUTHRIE 

Overstrand Municipality  
 Progress Report on KPIs not met in the 3rd Quarter (31 January 2015 - 31 March 2015)

KPI	Description	Q3 2015				Q4 2015				Q1 2016				Q2 2016			
		Target	Actual	Performance	Comments	Target	Actual	Performance	Comments	Target	Actual	Performance	Comments	Target	Actual	Performance	Comments
10	Construction of 1000 new houses in the 3rd Quarter	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.

KPI	Description	Q3 2015				Q4 2015				Q1 2016				Q2 2016			
		Target	Actual	Performance	Comments	Target	Actual	Performance	Comments	Target	Actual	Performance	Comments	Target	Actual	Performance	Comments
11	Completion of 1000 new houses in the 3rd Quarter	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.
12	Completion of 1000 new houses in the 3rd Quarter	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.	1000	0	0%	Due to the change in the construction of houses in the 3rd Quarter, the target for the 3rd Quarter was set at 1000. The actual number of houses constructed was 0.







**12.  
WATER AND WASTE WATER TREATMENT OPERATIONS MANAGEMENT  
CONTRACT: SC1508/2014**

**8/2/2**

**S Muller/H Blignaut  
17 July 2015**

**(028) 313 5047**

**Corporate Head Office**

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**1. Executive Summary**

The purpose of this report is to present Council with the Water and Waste Water Treatment Operations Management contract in its final form, and to seek Council resolution:

- To approve the contract as it is to be executed, and to authorise the Municipal Manager to sign the contract as is required by section 33 of the Local Government: Municipal Finance Management Act, No 56 of 2003 (MFMA); and
- To grant the right to use, control and manage of the water and waste water treatment works as set out in the Contract, as is required by the Municipal Asset Transfer Regulations No.R878 published in Government Gazette No. 31346 on 22 August 2008.

The Bid Adjudication Committee on 17 July 2015 recommended the award of the contract to the Accounting Officer. The latter awarded the contract on 22 July 2015.

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorates: Infrastructure and Planning and Community Services  
Water and Waste Water Services

**3. Compliance with Strategic Priorities**

Provision of democratic, accountable and ethical governance  
Provision and maintenance of municipal services  
Creation and maintenance of a safe and healthy environment

**4. Delegated Authority**

None

**5. Legal Requirements**

Local Government: Municipal Finance Management Act, 56 of 2003 and its Regulations (MFMA)  
Local Government: Municipal Systems Act, 32 of 2000 (MSA)  
Labour Relations Act, 66 of 1995 (LRA)  
Water Services Act, 108 of 1997

Municipal Asset Transfer Regulations No R878  
Overstrand Municipality Supply Chain Management Policy  
Overstrand Municipality Contract Management Policy

## **6. Background/Discussion/Evaluation/Conclusion**

### **Background**

Triggered by significant investment by Overstrand Municipality in water and waste water treatment infrastructure in recent years, Council resolved in June 2011 in terms of section 77 of the MSA that the municipality must undertake an assessment in terms of MSA section 78(1) of the way in which it was structured to deliver water and sanitation services.

Following the MSA section 78(1) assessment, Council resolved on 22 January 2014 (refer to Annexure A) in terms of section 78(2) of the Act to continue to deliver water and sanitation services by way of an internal mechanism, but that a competently skilled and experienced operator should be contracted to operate and maintain the water and waste water treatment works.

The key driver of the contract is the need to secure focussed management of the operations and maintenance of the water and waste water treatment works, and to develop local skills in compliance with regulatory requirements of the operations. The outcomes sought from the contract are on-going assurance of supply of water, and treatment of waste water at the right quantity and quality, and asset preservation over the longer term.

Council delegated the Director: Infrastructure and Planning to undertake a more detailed study to inform the bid specifications, initiate the procurement process, and to report back with regard to the future financial commitments.

### **Discussion**

The feasibility of the Contract was confirmed through a competitive bidding process in compliance with the Supply Chain Management Framework. There is acceptance of the risk proposed in the attached contract for a contract period of 15 years. The price of the Contract is affordable within the current municipal budget. Refer to Annexure G.

The economic and financial benefit to Overstrand Municipality includes:

- (1) The total estimated expenditure over the contract period of 15 years is estimated to be R 830 056 837, excluding VAT, compared to a total estimated expenditure of R 1 088 616 122, excluding VAT, if the Municipality was to fill the organogram as required by regulations. With escalation applied at 6% this reflects a saving of 23.7%;
- (2) Annual escalation of fixed operational and maintenance costs is limited to CPI for the contract period.

(3) Asset preservation in the long term is secured, combined with optimized treatment process efficiencies.

The contract will not have any negative impact on water services tariffs, as the cost is within the approved MTREF of the Municipality, and annual escalation over the contract period is limited to CPI and SALGBC agreed rates for the salary component.

In discussion, National and Provincial Treasury have confirmed that the transaction is not a public private partnership. Nor would the transaction constitute privatisation, as the assets remain with the Municipality, and the Municipality remains accountable for the function. Privatisation would in effect divest the Municipality from any responsibility in regard to the assets or function. In this case the Municipality has a vested interest in that it owns the assets and in order to ensure service delivery. It must take steps to ensure that the bulk works are operated and maintained optimally, and has step in rights if the operator does not perform in accordance with the Contract

### **Evaluation**

The contract is structured to meet the needs of the Municipality and the long term objectives of assurance of supply and asset preservation.

The Contract will achieve the following:

- **Skills development and retention** – regulatory compliance;
- **Assurance of supply** – as Water Services Authority with a duty to ensure service delivery, and as Water Services Provider with direct accountability to the community and mandate to deliver water services, it is important that the Works are operated and maintained optimally;
- **Operations optimisation** – focussed management must optimise operations in order to ensure on-going effectiveness and efficiency within the current budget;
- **Asset preservation** – the Municipality has invested significantly in the infrastructure and it requires focussed management to ensure that the use of the assets can be optimised.

## **7. Financial Implications**

### Source of Funding eg. Capital/Operating Budget Provisions

The financial implications of the contract over its full duration are illustrated in Table 1 below. The estimated cost of the contract over the contract period of 15 years is R830 056 837, excluding VAT. The costs below assume a CPI increase of 6% for the operational costs and 6.1% for the salary contribution.

The cash flow takes into account that the Operator will use the existing supply contract of the Municipality for chemicals up to the end of June 2017, and thereafter its own suppliers, as instructed in the bidding process. The rates

tendered by the Operator for his own chemical supply will result in an estimated annual saving of R 845 000 (before escalation) to the municipality.

The table below compares the projected cost of the Operator with the projected cost of the municipality, if all required positions are created and filled to achieve complete regulatory compliance.

<b>PROJECTED CASH FLOW</b>				
			<b>OPERATOR (VEOLIA)</b>	<b>MUNICIPALITY</b>
<b>Number</b>	<b>Year</b>	<b>Months</b>	<b>Amount pa</b>	<b>Amount pa</b>
1	2015/16	10	R 27 969 966.14	R 37 034 301.67
2	2016/17	12	R 35 660 860.52	R 46 189 965.70
3	2017/18	12	R 37 162 255.01	R 48 821 538.72
4	2018/19	12	R 39 739 064.78	R 52 206 796.64
5	2019/20	12	R 42 506 131.20	R 55 842 002.32
6	2020/21	12	R 45 478 540.92	R 59 746 975.69
7	2021/22	12	R 48 672 664.73	R 63 943 223.73
8	2022/23	12	R 52 106 273.83	R 68 454 093.13
9	2023/24	12	R 55 798 667.01	R 73 304 937.53
10	2024/25	12	R 59 770 810.12	R 78 523 300.60
11	2025/26	12	R 64 045 488.74	R 84 139 116.64
12	2026/27	12	R 68 647 475.47	R 90 184 930.42
13	2027/28	12	R 73 603 713.35	R 96 696 138.07
14	2028/29	12	R 78 943 516.84	R 103 711 251.20
15	2029/30	12	R 84 698 792.29	R 111 272 186.44
16	2030/31	2	R 15 252 616.87	R 18 545 364.41
<b>Total</b>		<b>180</b>	<b>R 830 056 837.79</b>	<b>R 1 088 616 122.91</b>

Source of Funding: Operating Budget (all amounts in table below are excluding VAT)

In evaluating the financial implications the actual expected expenditure was compared with the current budgeted amounts for the Function. The comparison is shown below and indicates that there are sufficient funds in the budget.

**Table 2: Budget Required**

<b>YEAR</b>	<b>BUDGET</b>	<b>ACTUAL ESTIMATED</b>	<b>DIFFERENCE</b>
2015/16	R 35 260 517.00	R 27 969 966.14	R 7 290 550.86
2016/17	R 36 458 482.00	R 35 660 860.52	R 797 621.48
2017/18	R 38 506 166.00	R 37 162 255.01	R 1 343 910.99

Asset Implications:

The water and waste water treatment works will be made available to the operator to operate and maintain for the duration of the contract. Whilst the operator will take operational risk in regard to the assets, the Municipality will remain the owner. No lease fee is required as the contract is a management contract and the Municipality pays the operator a management fee to operate the works. The granting of the right of use is made with the objective of achieving key economic objectives namely asset preservation and operations optimisation.

Because of the direct interface of the contract with the Municipality's water service provider obligations, the risk of non-performance or poor performance must be managed by the Municipality. The capital assets will not be required for the Municipality's own use during the contract period, other than for access to monitor the performance of the operator and to execute the planning and capital development function.

Conclusion:

The Contract is feasible, affordable and achieves the objectives of the Municipality

**8. Staff Implications**

If Council approves the contract, this will trigger the transfer of the function of operating and maintaining the water and waste water treatment works for a period of 15 years. This triggers section 197 of the LRA.

The Municipality has undertaken that there will be no job losses as a result of the contract. The contractor requires the human resource capacity to continue the undertaking of the operations of the water and waste water treatment works, which has a direct impact on the ability of the Municipality to execute its obligation to ensure service delivery.

The 50 municipal employees currently involved with the function have been identified to transfer. The affected employees will be transferred on terms and conditions in the whole not less favourable as their current benefits, from the effective date of the Contract.

The transferred employees will be paid out their accrued leave by the municipality.

The Local Labour Forum (LLF) has been kept advised of progress. A LLF Working Group was established by the LLF, with representation from the Municipality and IMATU and SAMWU. There was regional and local representation from the unions. The task of the working group was to ensure that there was information dissemination; identify potentially impacted employees; identify options for potentially impacted employees; identify legal consequences of options and implementation risks, and report back to the LLF. The working group has no decision making authority. Although both IMATU and SAMWU are in principle opposed to the transfer of the employees, no alternative agreements have been proposed by the Unions, and accordingly section 197 of the LRA applies, with its protection for the employees.

The Municipality is obliged to ensure capacity to manage the contract and monitor performance.

## **9. Comments from other Departments, Divisions and Administrations**

Both section 33 of the MFMA and the Municipal Asset Transfer Regulations require that notice be given to the community and to relevant stakeholders.

In March 2015 a notice was published in regard to the municipality's obligations in terms of the proposed contract and the proposed granting of the right to operate and maintain the water and waste water treatment works. The community and other interested parties were invited to submit to the Municipality comments or representations in respect of the proposed contract and the granting of the right and obligation to operate and maintain the Bulk Works. No formal response in writing in the relevant tender box was received. A local newspaper independently reported on the matter.

See Annexure B: Notice and Information Statement.

A report on the contract and the granting of the right to operate and maintain the Bulk Works was sent to National Treasury, Provincial Treasury, the Department of Local Government and Department of Water & Sanitation. A working session was facilitated to discuss the report.

Written views were received only from the Western Cape Provincial Treasury, which in essence commended the Municipality on the initiative and raised the need to ensure procedural compliance regarding procurement and decision making and ensuring funds are available for the duration of the contract. The

Provincial Treasury “took note of and values the effort of Overstrand Municipality in securing the required institutional capacity to ensure long-term efficient operation and maintenance of water and waste water treatment works. Given that South Africa is a water scarce country, the Municipality is commended in exploring alternative service delivery mechanisms in the delivery of the service.”

The Provincial Treasury concluded “given the current financial position of the Municipality, Treasury has, in principle, no objection against your intention, subject to the required Supply Chain Management processes being followed, the requirements of the MFMA (especially s33) being adhered to and the carry through implications over the MTREF be taken into account within the budgets of each of the affected years with the required budgetary provision to ensure affordability and sustainability over the new MTREF years.”

Refer to Annexure D, Provincial Treasury Letter, and Annexure H, BAC report of 17 July 2015.

In terms of s19(4) of the Water Services Act 106 of 1997, the Operator has disclosed and provided information on any other interests it may have which are ancillary to or associated with the Municipality; and any rate of return on investment it will earn or will gain by entering into the agreement. (see Annexure E: Veolia Letter)

Once concluded, a copy of the contract must be supplied to the Western Cape Provincial Government and the Minister of Water & Sanitation.

## **10. Annexures**

- Annexure A: Council Resolution of 22 January 2014 in terms of section 78(2) of the Municipal Systems Act
- Annexure B: Public Notice in English, Afrikaans and Xhosa and Information Statement
- Annexure C: Stakeholder Letter
- Annexure D: Comments received from Provincial Treasury
- Annexure E: Veolia Letter
- Annexure F: Draft Contract
- Annexure G: MFMA Section 33 Report by Worley Parsons
- Annexure H: BAC Report 17 July 2015

## **RECOMMENDATION TO THE COUNCIL:**

1. that **cognisance be taken** of the responses received to the request for comments, representations, views and recommendations in respect of the contract and granting of the right to use the water and waste water treatment works;

2. that the right to use, control and manage the water and waste water treatment works for the contract period of 15 years to Veolia Water Solutions & Technologies (Pty) Ltd, **be granted**;
3. that the significant economic financial benefit from the contract for the Municipality, **be noted**;
4. that the Contract for the Management of the Operation and Maintenance of the Water and Waste Water Treatment Works in the jurisdiction of Overstrand Municipality, **be approved**; and
5. that the Municipal Manager be authorised to sign the contract on behalf of Overstrand Municipality.

**RESPONSIBLE OFFICIAL :**

**S MÜLLER  
H BLIGNAUT  
M BARTMAN**

**TARGET DATE FOR IMPLEMENTATION :**

**1 SEPTEMBER 2015**

**TARGET DATE TO INFORM APPLICANT :**

**29 JULY 2015**

ANNEXURE A  
1/1

4.7

**REPORT ON MUNICIPAL SYSTEMS ACT, SECTION 78, ASSESSMENT OF WATER AND SANITATION SERVICE DELIVERY MECHANISMS**

**(ITEM 10, PAGE 144 : SPECIAL MAYORAL COMMITTEE MEETING : 22 JANUARY 2014)**

MEMBERS OF THE ANC INDICATED THAT THEY ARE AGAINST RECOMMENDATIONS 4 AND 5. CLLR M MSHENXISWA MADE A COUNTER PROPOSAL TO THE EFFECT THAT THE MUNICIPALITY'S STAFF BE TRAINED TO DO THE WORK.

WHEN PUT TO VOTE, 10 MEMBERS VOTED IN FAVOUR OF THE RECOMMENDATION OF CLLR MSHENXISWA, AND 15 MEMBERS VOTED IN FAVOUR OF THE RECOMMENDATION OF THE EXECUTIVE MAYOR.

THE RECOMMENDATION OF THE EXECUTIVE MAYOR WAS THUS CARRIED.

RESOLVED (UNANIMOUSLY):

1. that the outcomes of the independent assessment be noted;
2. that the comments received from organised labour be noted;
3. that the continuation of water services delivery by way of an internal mechanism be approved;

RESOLVED:

4. that it be approved in principle that a competently skilled and experienced operator be contracted to operate and maintain the Water Treatment Works and Waste Water Treatment Works; and
5. that the Director: Infrastructure & Planning be delegated to:
  - 5.1. Undertake a more detailed study to inform bid specifications;
  - 5.2. Initiate the procurement process;
  - 5.3. Report back with regard to the implications of future financial commitments in terms of section 33 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).

**RESPONSIBLE OFFICIAL**

**HANRE BLIGNAUT  
MIKE BARTMAN**

**IMPLEMENTATION DATE:**

**1 FEBRUARY 2014**



**OVERSTRAND LOCAL MUNICIPALITY**

**Public Notice:**

**Proposed long term operation and maintenance contract for Water and Waste Water Treatment Works in Overstrand Municipality  
Local Government: Municipal Finance Management Act No. 56 of 2003:  
Section 33 and Municipal Asset Transfer Regulations, 2008.**

Duly authorised by resolution of Council, the Overstrand Local Municipality, in terms of the provisions of Section 33 of the Local Government: Municipal Finance Management Act, No. 56 of 2003 hereby makes public that it is testing the feasibility of entering into a contract with a skilled and experienced operator to operate and maintain the Municipality's water and waste water treatment plants, in terms of which the operator will be granted the right to manage the Municipality's capital assets for a period of 15 (fifteen) years.

The proposed contract and an information statement summarising the Municipality's obligations in terms of the proposed contract and the proposal to grant the right to manage the capital assets can be inspected at the Municipality's head and satellite offices and libraries during the official hours of operation of these offices and libraries; or accessed on the Municipality's official web-site [www.overstrand.gov.za](http://www.overstrand.gov.za), from 12 March 2015.

The contract will be considered by the Municipal Council of the Overstrand Local Municipality at its Council meeting to be held on 27 May 2015 at the Municipal Office in Hermanus.

Notice is hereby further given in terms of Section 21 and 21A of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the local community and affected parties are invited to submit comments or representations on the proposed long term operation and maintenance contract for Water and Waste Water Treatment Works in respect of the proposed contract and the granting of the right to manage the assets in Overstrand Municipality. Such comments or representations must be submitted by not later than Monday, 13 April 2015 at 12:00.

Comments or representations must be submitted in a sealed envelope clearly endorsed "SC1508/2014: Long term operation and maintenance contract for water and waste water treatment works in Overstrand Municipality" and be deposited in tender box no.6.

All submissions must be addressed to:

The Municipal Manager  
Tender box no. 6  
Overstrand Municipality  
Magnolia Avenue  
Hermanus  
7200

Enquiries can be directed to Mr Hanne Bignaut, Tel: 028 313 5047 and e-mail: [hbignaut@overstrand.gov.za](mailto:hbignaut@overstrand.gov.za).

Persons who are physically disabled or who cannot read or write but wish to participate in the process, may come during office hours to the Municipal Offices, Magnolia Avenue, Hermanus where that person will be assisted by the Director: Infrastructure and Planning or a person designated by him to transcribe that person's comments or representations.

**C.Groenewald**  
Municipal Manager



**OVERSTRAND PLAASLIKE MUNISIPALITEIT**

**Publieke Kennisgewing:  
Voorgenome Langtermyn Kontrak vir die Bedryf en Instandhouding van Water- en  
Afvalwater Behandelingswerke in die Overstrand Munisipaliteit  
Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, Wet No. 56 van 2003:  
Artikel 33, en die Munisipale Bate Oordrag Regulasies, 2008.**

Ooreenkomstig die bepalings van artikel 33 van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, Nr 56 van 2003 gee die Overstrand Munisipaliteit hiermee kennis dat dit van voorneme is om met 'n diensverskaffer 'n kontrak vir 'n termyn van 15 (vyftien) jaar vir die Bedryf en Instandhouding van die Water- en Afvalwater Behandelingswerke in die Overstrand Munisipaliteit aan te gaan.

Die voorgenome kontrak en die inligtingstuk wat die Munisipaliteit se verpligtinge ten opsigte van die voorgenome kontrak vervat kan by die Munisipaliteit se hoof- en satellietkantore en biblioteke gedurende amptelike kantoorure gesinspekteer word. Die kontrak en inligtingstuk is ook verkrygbaar op die amptelike webblad van die Munisipaliteit by [www.overstrand.gov.za](http://www.overstrand.gov.za) vanaf 12 Maart 2015. Die voorgenome kontrak sal vir oorweging voor die Munisipale Raad van die Overstrand Plaaslike Munisipaliteit dien tydens die Raadsvergadering geskeduleer vir 27 Mei 2015 by die Munisipale Kantore in Hermanus.

Kennis geskied verder ingevolge artikel 21 en 21A van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000), dat die plaaslike gemeenskap en geaffekteerde partye genooi word om kommentaar of versoë oor die voorgenome langtermyn Kontrak vir die Bedryf en Instandhouding van Water- en Afvalwater Behandelingswerke aan die Munisipaliteit te lewer. Hierdie kommentaar of versoë moet teen nie later nie as Maandag, 13 April 2015 om 12:00 ingedien word.

Kommentare of versoë moet ingedien word in 'n verseëide kovert, duidelik gemerk "**SC 1508/2014: Langtermyn kontrak vir die bedryf en instandhouding van water- en afvalwater behandelingswerke in die Overstrand Munisipaliteit**" en geplaas word in tenderbus nr. 6.

Alle voorleggings moet geadresseer word aan:

Die Munisipale Bestuurder  
Tenderbus nr. 6  
Overstrand Munisipaliteit  
Magnolialaan  
Hermanus  
7200

Navrae kan gerig word aan Mnr Hanré Bignaut, Tel: 028 313 5047 of e-pos: [hbignaut@overstrand.gov.za](mailto:hbignaut@overstrand.gov.za).

Persone wat liggaamlik gestremd is of nie kan lees of skryf nie, maar aan die proses wil deelneem, kan gedurende kantoorure na die Munisipale Kantore, Magnolialaan, Hermanus kom, waar die Direkteur: Infrastruktuur en Beplanning of 'n persoon soos deur hom aangewys daardie persoon sal help om die kommentaar of versoë neer te skryf.

**C.Groenewald**  
Munisipale Bestuurder



## UMASIPALA WENGGQI I-OVERSTRAND

### ISaziso soLuntu:

**Isivumelwano esi Phakanyiswayo soku Sebenza se Xesha elide soku Lawula Nokugcina Indawo Yamanzi kunye Namanzi Amdaka ku- Masipala wase Overstrand Ngokwemimiselo yamaCandelo 33 lomthetho iLocal Government: Municipal Finance Management Act, No.56 wango-2003.**

UMasipala weNgingqi yase-Overstrand, wazisa ukuba ujonge ukungena kwisivumelwano seminyaka elishumi elina nlanu (15) nomniki-nkonzo malunga Nolawula Nokugcina Indawo yamanzi kunye namanzi amdaka ku- Masipala wase Overstrand, oko kusenziwa ngokwe mimiselo yamaCandelo 33 lomthetho iLocal Government: Municipal Finance Management Act, No.56 wango-2003.

Esi sivumelwano siphakanyiswayo kunye ne nkukacha ezishwankathela imimiselo ka Masipala ngo kwesi sivumelwano siphakanyiswayo sokusebenza ekulindeleke ukuba siphilwe yintloko kaMasipala nakwi ofisi ezingamaseyena kwakunye namathala eencwadi ngeeyure zokusebenza zezi ofisi nala mathala eencwadi.Esi sivumelwano siphakanyiswayo kunye neenkukacha siyafumaneka kwi website esemthethweni yakwa Masipala angu- [www.overstrand.gov.za](http://www.overstrand.gov.za) nge 12 ka Mathsi 2015 kokufuna ukusiqwalasela.Esi sivumelwano siya kuqwalasela iBhunga likaMasipala ekuMasipala weNgingqi iOverstrand ngexesha lentlanganiso yeBhunga eya kube iqhutyelwa e Hermanus ngomhla we 27 Meyi 2015 kwiiOfisi zikaMasipala eHermanus.

Abantu abasuka ekuhlaleni nabanye abantu abanomdla bayamenywa ukuba bathumele izimvo zabo okanye izinto abazibhalileyo kuMasipala ngokumayela nesi sivumelwano siphakanyiswayo, oko kwenziwa phambi ko 12:00, 13 April 2015, oko kusenziwa ngokwe candelo 84(3) lomthetho iLocal Government: Municipal Systems Act, 32 wovama-2000.

Izimvo ezibhalweyo Ziibhalwe ngokucacileyo kwimvulophu etywiniweyo kwabhalwa "SC1508/2014: Isivumelwano sexesha elide soku Lawula Nokugcina Indawo Yamanzi kunye Namanzi Amdaka ku- Masipala wase Overstrand" mayifakwe kwi Bhokisi ye Ziniki-maxabiso no.6.

Zonke izibhalo zithunyelwe ku:

Umphathi kaMasipala  
Bhokisi yeZiniki-maxabiso no. 6.  
UMasipala weNgingqi yase-Overstrand  
Magnolia Avenue  
Hermanus  
7200

Imibuzo ingathunyelwa ku Mnu Hanré Bignaut Umnxeba: 028 313 5047 ne-imeyili: [hbignaut@overstrand.gov.za](mailto:hbignaut@overstrand.gov.za).

Nawuphi na umntu onqwenela ukuthumela izimvo zakhe okanye izinto abazibhalileyo, abangakwaziyo ukubhala baya kuncedwa nguMlawuli wezoLwakhiwo noCwangciso okanye ngumntu omiselwe nguye kwiZiko loLuntu iOverstrand, eHermanus.

**C.Groenewald**  
**UManejela kaMasipala**



**TENDER NO.: SC 1508/2014**  
**WATER & WASTE WATER TREATMENT OPERATION AND MAINTENANCE**  
**MANAGEMENT CONTRACT**  
**MFMA INFORMATION STATEMENT**

**1. OBJECTIVE**

Duly authorised by Council resolution of 22 January 2014, the Municipality has made public its intention to enter into a long term support contract in regard to the operations and maintenance of its water and waste water treatment works.

Because the proposed Contract is for more than three years, and because the right to use, control and manage the Municipality's water and waste water treatment works will vest in an Operator, the Municipality must comply with S33 of the Local Government: Municipal Finance Management Act No. 56 of 2003; and with the Local Government: Municipal Finance Management Act Municipal Asset Transfer Regulations No. R. 878 published in Government Gazette No. 31346 on 22 August 2008.

The objective of this Information Statement is to inform the community and other interested parties of the proposed contract and granting of rights in regard to the operation and maintenance of the Municipality's water and waste water treatment works.

**2. INVITATION**

The local community and other interested parties are invited to submit to the Municipality comments or representations in respect of the proposed contract and granting of the right to an operator to operate and maintain the Municipality's water and waste treatment works for a period of 15 years.

**3. PROCEDURE FOR GIVING COMMENTS**

Members of the local community and other interested persons are invited to submit to the Municipality their comments or representations in respect of the proposed contract and the granting of the right to manage the assets **before 12:00, Monday 13 April 2015 in a sealed envelope clearly endorsed "Operation and maintenance contract for Water and Waste Water Treatment Works"** and addressed to: Municipal Manager, P.O. Box 20, Hermanus, 7200 and to be deposited in Tender box no.5.

Written enquiries for clarification can be directed to Mr Hanre Bignaut e-mail: [hbignaut@overstrand.gov.za](mailto:hbignaut@overstrand.gov.za).

Any person who wishes to submit comments or representations in respect of the proposed

contract and/or the granting of the right to manage the assets and who cannot write will be assisted by the Director: Infrastructure and Planning or a person designated by him at Overstrand Civic Centre, Hermanus up to Friday 10 April 2015.

#### **4. PROJECT BACKGROUND**

Overstrand Local Municipality is the water services authority and water services provider for its area of jurisdiction. To enable the Municipality to meet the growing demand for services, it has invested in upgrading infrastructure and technology associated with the bulk infrastructure.

The Municipality undertook an investigation in terms of s78 of the Local Government: Municipal Systems Act into the way in which it is structured to deliver water services to its community. Council took a s78(2) decision in January 2014 to continue to deliver water services by way of an internal mechanism. In other words, the water services provide (WSP) mechanism continues to vest directly in Overstrand Municipality, who will be directly accountable to the community.

The investigation did however reveal some short term challenges with regard to regulatory compliance with the qualifications of operators required for the water and waste water treatment works, and also potential long-term challenges with regard to the operation and maintenance of the bulk water and waste water treatment works, in particular, the need to sustain access to, and affordability of the skills and expertise required to operate the technology and the water and waste water treatment works.

After considering a number of factors, including the views of organised labour, the Council resolved to remain an internal water services provider, and that a competently skilled and experienced operator be contracted to operate and maintain the water and waste water treatment works.

The Municipality is undertaking a competitive procurement process to test the feasibility of the contract, on the terms as proposed below.

#### **5. THE CONTRACT**

##### **5.1. Key Driver**

The key driver of the Contract is the need to:

secure focussed management of the operations and maintenance of the bulk works for the medium term; and

- develop local skill in compliance with the regulatory requirements of the works.

##### **5.2. Key Outcomes**

The key outcome sought is effective and efficient water services delivery by taking steps to ensure:

- on-going assurance of supply of water and treatment of sewerage at the right quality and quantity; and
- asset preservation over the longer term.

### **5.3. Scope**

The scope of work addresses the operation and maintenance of the water and waste water treatment works in the jurisdiction of Overstrand. It excludes any capital infrastructure planning or development which will functions remain with the Municipality.

The Operator will report directly to the Municipality, and be paid by the Municipality. The Operator will have no engagement with the community.

### **5.4. Term**

It is planned that the contract will become effective 1 July 2015, or as soon thereafter as is procedurally possible.

The contract term is 15 years, taking into consideration the key driver and outcomes sought, proposed risk transfer, the protection of the capital investment made by the Municipality and the desire to have local employees skilled and trained during the process.

### **5.5. Risk Transfer**

The Municipality will transfer the responsibility of the operations and maintenance of the water and waste water treatment works to the Operator.

The Operator will be given the right of use and responsibility to operate and maintain the water and waste water treatment works during the Contract period. It will also have the obligation to safeguard the assets.

Although there will be an interface with the municipal water services provider for service delivery and the municipal water services authority for monitoring purposes, the Municipality will not require the water and waste water treatment works during the period of the Contract.

The Municipality will retain technical and financial risk in regard to planning for and executing infrastructure development in regard to the water and waste water treatment works.

The Municipality will be required to execute its oversight functions and regulatory role as the water service authority, including setting of tariffs and policies for water services delivery.

The contract provides for annual planning, regular reviews and will provide for termination and step-in rights of the Municipality in the event of non-performance. Given the interface with municipal service delivery by the municipal water services provider, mechanisms to ensure service delivery must be addressed promptly. The penalty regime, and dispute procedures, incentivise the parties to work together to find solutions to challenges.

### **5.6. Remuneration Model**

The Operator will be paid a fixed management fee to undertake operations and maintenance of the water and waste water treatment works. There will also be a variable portion based on volumes of water and waste water treated. The Operator will be paid an implementing agent fee for any non-routine maintenance and/ or infrastructure development it may be requested to undertake as agent of the Municipality.

Penalties to the payment mechanism will be imposed where the performance does not meet the key performance indicators.

Based on the competitive bids received, the cost of the Contract will not negatively impact the Municipality's current budget provisions for the operations and maintenance of the water and wastewater treatment works. Although there will not be a direct cost saving on the current operations and maintenance budget for the water and waste water treatment works, there will be other benefits inclusive of:

- Skills development and retention;
- Assurance of supply – as WSA with a duty to ensure service delivery, and as WSP with direct accountability to the community and mandate to deliver water services, it is important that the Works are operated and maintained optimally;
- Operations optimisation – focussed management must optimise operations in order to ensure on-going effectiveness and efficiency within the current budget;
- Asset preservation – the Municipality has invested significantly in the infrastructure and it requires focussed management to ensure that the use of the assets can be optimised.

#### **5.7. Impacted employees**

The Municipality has identified the staff directly associated with the operations and maintenance of the water and waste water treatment works. The Municipality has undertaken that no jobs will be lost as result of the Contract. It is proposed that impacted staff will transfer to the operator for the duration of the Contract; alternatively employees will be re-deployed within the Municipal structures. Current benefits are protected in terms of law and will also be in terms of the contract. Engagements in this regard are ongoing.

#### **6. NEXT STEPS**

Members of the local community and other interested persons are invited to submit to the Municipality their comments or representations in respect of the proposed contract and the granting of the right to manage the asset as set out in 2 and 3 above.

The Municipality will finalise the contract with the preferred bidder and will solicit and receive the views and recommendations of stakeholders, including national and provincial Treasuries and the Department of Water and Sanitation and the national department responsible for local government. The contract and all comments and views received relevant to the contract will be presented to Council for the final decision as to whether to enter into the Contract.



**WorleyParsons**

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OVERSTRAND MUNICIPALITY

*Munisipaliteit • U-Masipala • Municipality*

**OVERSTRAND**



FIRST DRAFT

**WATER AND WASTE WATER  
TREATMENT WORKS CONTRACT:  
MFMA REPORT TO INFORM VIEWS AND  
RECOMMENDATIONS – 12 MARCH 2015**

27057KD0/R20 – Document Number

[March 2015]

**COMPILED FOR:**

Overstrand Municipality  
P O Box 20  
Hermanus  
7200

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resources &amp; energy

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**OVERSTRAND MUNICIPALITY**
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PROJECT 27057KD0/R20 - OVERSTRAND MUNICIPALITY							
REV	DESCRIPTION	ORG	REVIEW	WORLEY-PARSONS APPROVAL	DATE	CLIENT APPROVAL	DATE
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## ABBREVIATIONS

Contract	The contract to be concluded between the Municipality and the Operator in regard to the Works
DWS	Department of Water & Sanitation or its successor in title
HR	Human Resource
IA	Implementing Agent
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
LLF	Local Labour Forum
MFMA	Municipal Finance Management Act
Operator	the successful bidder to undertake the Project
O&M	Operation and Maintenance
Procurement	
Process	The process undertaken by the Municipality to procure the Operator
RFQ	Request for Qualification
RFP	Request for Proposal
Stakeholders	National and Provincial Treasury, Department of Water and Sanitation and national Department responsible for local government
S78	Section 78 of the Municipal Systems Act 2000
Technical Report	The report describing the Works attached to the RFP
WSA	Water Services Authority
Works	The WTW and WWTW in scope of the Project, as described in the Technical Report
WTW	Water Treatment Works
WWTW	Waste Water Treatment Works

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**1. INTRODUCTION****1.1 Background**

Overstrand Local Municipality is the water services authority and water services provider for its area of jurisdiction. To enable the Municipality to meet the growing demand for services, it has invested in upgrading infrastructure and technology associated with the bulk infrastructure.

The Municipality undertook an investigation in terms of s78 of the Local Government: Municipal Systems Act into the way in which it is structured to deliver water services to its community. Council took a s78(2) decision in January 2014 to continue to deliver water services by way of an internal mechanism. In other words, the water services provide (WSP) mechanism continues to vest directly in Overstrand Municipality, who will be directly accountable to the community.

The investigation did however reveal some potential long-term challenges with regard to the operations and maintenance of the bulk water and waste water treatment works, in particular, the need to sustain access to and affordability of the skills and expertise to operate the technology and bulk works.

**1.2 Council decision**

After considering a number of factors, including the views of organised Labour, Council resolved on 22 January 2014 and strategic direction was given – namely to remain an internal WSP, but to procure a support contract for the water and waste water treatment works.

See Council Resolution attached as Appendix 1.

**1.3 Impact of Council decision**

Water services delivery to the community will be delivered by a WSP mechanism structured as an internal Department within the Municipal structures. In other words from the community's perspective the municipal services delivery mechanism continues to be the Municipality. The s78(2) decision is thus the final decision in regard to the structuring of the WSP municipal services delivery mechanism and there is no need to proceed in terms of s78(3).

The Municipality must allocate sufficient capacity to deliver services by way of an internal WSP Mechanism.



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In its capacity as water services authority, the Council continues to set the policies, by-laws and tariffs in regard to the municipal services delivery.

The operations and maintenance of the Works is a function which supports municipal services delivery. In itself, the operation and maintenance of the bulk works is not a municipal service to the community. The Council has authorised that the feasibility of the proposed Contract for the O&M of the Works be tested. The Director: Infrastructure and Planning was delegated to undertake a study to inform the bid specifications; initiate the procurement process; and report back with regard to the implications of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

In discussion, National and Provincial Treasury have confirmed that the transaction is not a public private partnership.

Nor would the transaction constitute privatisation as the assets remain with the Municipality and the Municipality remains accountable for the function. Privatisation would in effect divest the Municipality from any responsibility in regard to the assets or function. In this case the Municipality has a vested interest in that it owns the assets and in order to ensure service delivery, and it must take steps ensure that the bulk works are operated and maintained optimally, and that it has step in rights if the operator does not perform in accordance with the Contract.

#### **1.4 The Project**

The project is the contracting out of the function of operating and maintaining the Municipality's Bulk Works (as described in Annexure A to the RFP), to achieve the Technical Output Specifications (as stated in Annexure B to the RFP) referred to as the "Function".

## **2. PROGRESS**

This report is written as at 12 March 2015. In implementing the Council resolution, the following actions have been undertaken:

- The water and waste water treatment works were identified and a technical report was developed identifying the Works and subsidiary assets that will be in scope of the Contract.
- The Local Labour Forum (LLF) was engaged and a working group was constituted in March 2014. A terms of reference for the Working Group was agreed in June 2014 and regular engagement regarding the parallel process of addressing operational challenges and longer


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term institutional structuring. Feedback was given from the Working Group to the LLF. Communication was ongoing with potentially affected employees.

- Letters to stakeholders was sent out on 12 June 2014 informing stakeholders of the outcome of Council's decision and the proposed approach.
- A discussion was held with National and Provincial Treasury in July 2014.
- A request for pre-qualification was issued by the Municipality's Supply Chain Management Unit from 22 August 2014 and a compulsory bidders' briefing was held on 2 September 2014 at which all potential bidders registered on the attendance register. Closing date for submission is 26 September 2014. The purpose of the RFQ process was to establish the skills, experience, capacity and credentials of interested parties.
- On 25 August 2014 Overstrand Municipality invited bidders in a Request for Qualification document (RFQ) to submit an expression of interest to be pre-qualified. 8 Submissions were received.
- Of the bids received, 4 bidders were prequalified after assessment of their technical competencies and all four were considered as quite capable from a technical perspective to execute a project of this nature and extent.
- The 4 short listed bidders were issued with the Request for Proposal (RFP) on 3 December 2014.
- A bidders' briefing was held on 10 December 2014 where all four Bidders were present. A presentation was made and site visits were facilitated for all 4 bidders.
- The draft contract and a written responses to written clarification requests was circulated to them on 23 December 2014.
- The second bidders briefing was held on 14 January 2015. All 4 prequalified bidders were present.
- At close of tender on Friday 30 January 2015, 3 bids were received from Veolia Water Solutions & Technologies South Africa (Pty) Ltd (Veolia), Water and Sanitation Services South


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Africa (Pty) Ltd (WSSA) and Bosch Munitech (Pty) Ltd. Sembcorp did not submit its bid and indicated its board of directors decided that the tender does not fit their investment criteria.

- Clarification was requested in writing from Veolia and WSSA on 17 February 2015. Bidders responded to the request for clarification in writing on 19 February 2015.
- The Bid Evaluation Committee sat on 26 and 27 February 2015, with input from SCM and the technical team.
- The Bid Adjudication Committee sat on Friday 6 and Monday 9 March 2015.
- The Municipal Manager announced the preferred (Veolia) and second preferred (WSSA) bidders on or about 11 March 2015.
- The Municipality published its intention to enter into the contract to 12 March 2015. A notice will be published in local and national papers. The local community and other interested stakeholders are invited to submit to the Municipality comments or representations in respect of the proposed contract and granting of the right to an operator to operate and maintain the Municipality's water and waste treatment works.
- A working session will be facilitated on Thursday 19 March 2015 with Stakeholders to discuss and clarify issues arising.

**3. REPORT OBJECTIVE**

Duly authorised by Council resolution of 22 January 2014, the Municipality has made public its intention to enter into a long term support contract in regard to the operations and maintenance of its water and waste water treatment works.

Because the proposed Contract is for more than three years, and because the right to use, control and manage the Municipality's water and waste water treatment works will vest in an Operator, the Municipality must comply with S33 of the Local Government; Municipal Finance Management Act No. 56 of 2003; and with the Local Government; Municipal Finance Management Act Municipal Asset Transfer Regulations No. R. 878 published in Government Gazette No. 31346 on 22 August 2008.

This requires that the views and recommendations of National Treasury, Provincial Treasury, the national department responsible or local government (COGTA) and the department responsible for

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water and sanitation (Department of Water and Sanitation (DWS)). Department of Environmental Affairs has also be included because of the waste water treatment works. We refer to these parties as the "Stakeholders".

The objective of this report addressed to Stakeholders is to inform the Stakeholders of the proposed contract and granting of rights in regard to the operation and maintenance of the Municipality's water and waste water treatment works.

#### **4. INVITATION**

Stakeholders are invited to submit to the Municipality comments or representations in respect of the proposed contract and granting of the right to an operator to operate and maintain the Municipality's water and waste treatment works.

Written enquiries for clarification must be directed to Mr Hanre Bignaut e-mail: [hbignaut@overstrand.gov.za](mailto:hbignaut@overstrand.gov.za).

#### **5. THE CONTRACT**

##### **5.1 Key Driver**

The key driver of the Contract is the need to:

- secure focussed management of the operations and maintenance of the bulk works for the medium term; and
- develop local skill in compliance with the regulatory requirements of the Works.

##### **5.2 Key Outcomes**

The key outcome sought is effective and efficient water services delivery by taking steps to ensure:

- on-going assurance of supply of water and treatment of sewerage at the right quality and quantity; and
- asset preservation over the longer term.

##### **5.3 Need**

The Municipality has identified the need to test the feasibility of the following:



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- The procurement of a contractor to operate and maintain Municipality's Works for a period of up to 15 years;
- The opportunity for the existing technical/ operational staff directly associated with the Works to transfer to the contractor for the contract term, and receive appropriate management, training and career development, and to remain with the Works on termination of the contract;
- The retention by the Municipality of technical and financial risk in regard to planning for and executing infrastructure development in regard to the Works; and
- The transfer of operational risk to the Operator, for which a fee will be paid.

#### 5.4 Scope

The project is the contracting out of the function of operating and maintaining the Municipality's Bulk Works (as described in Annexure A to the RFP), to achieve the Technical Output Specifications (as stated in Annexure B to the RFP) referred to as the "Function".

The O&M of the Works to be included in the Contract, as more fully discussed in the Technical Report (Appendix to the RFP), include the following currently in the jurisdiction of the Municipality:

- Surface Water Resources
- Borehole Pumps
- Water Pump Stations
- Bulk Water Distribution Pipelines
- Water Treatment Works (WTWs)
- Reservoirs
- Sewer Pump Stations
- Waste water Treatment Works (WWTWs)

The Operator will report directly to the Municipality, and be paid by the Municipality.

The Operator will have no engagement with the community.


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The scope of work includes operations and routine maintenance of the Works. It excludes any capital infrastructure planning or development which will remain with the Municipality.

**5.5 Term**

The contract will be for a period of 15 years, considering that the contract has taken over 3 years to develop, it will take a period of three years to implement efficiencies, and it will then have 3 MTEF periods to operate effectively. The final three years will require a focussed hand back process to be managed by the Municipality, which will include the need of the Municipality to re-assess its options.

It is also taking into consideration the proposed risk transfer, the capital investment made by the Municipality and the desire to have local employees skilled and trained during the process.

It is anticipated that the Contract will become effective 1 July 2015, subject to procedural requirements.

The Contract provides for annual and three yearly reviews (s116 of the MFMA) and will provide or termination and step-in rights of the Municipality in the event of non-performance. Given the interface with municipal service delivery by the WSP, mechanisms to ensure service delivery must be addressed promptly.

The Municipality has the option to renew for a further 5 years.

**5.6 Risk Transfer**

The Municipality will transfer operational risk, including operations and routine maintenance of the Works to specified key performance indicators.

The Operator will be given the right of use and responsibility during the Contract period. It will also have the obligation to safeguard the asset.

Although there will be an interface with the WSP and for service delivery and the WSA for monitoring purposes, the Municipality will not require the Works during the period of the Contract. The Operator will not pay for the right of access to the Works as the Operator will not generate a revenue independent of the Municipality from operating and maintaining the Works. If the Municipality did want to charge for example a lease fee, the operator would simply claim it back in the management fee structure.


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The Municipality will retain technical and financial risk in regard to planning for and executing infrastructure development in regard to the Works.

The Municipality will remain the water services provider.

The Municipality will be required to execute its oversight functions and regulatory as the water service authority, including setting of tariffs and policies for water services delivery.

**5.7 Key Performance Areas**

The Contract sets out the key performance areas, and the measurable indicators which the Operator will report against and which the WSA will independently monitor.

Because of the importance of the interface and the direct impact on municipal service delivery of the O&M is not undertaken properly, contract and performance monitoring by the Municipality will be key. In our view the Water Services Authority has the capacity to monitor a contract of this nature.

The aim of the performance areas and indicators will be to focus on outcomes that the Operator has undertaken to achieve within the remuneration model. Unless there is persistent default, the WSA will not want to be getting involved in the day to day input activities and costs drivers of the Operator. That is for the Operator to manage to achieve the output.

**5.8 Interface in regard to service delivery**

The Municipality will interface with the Operator as the Water Services Authority and the Water Services Provider.

The Operator will interface directly with the WSP in delivery water from the WTW and receiving waste water at the WWTW.

The WSA will regulate the Contract with the Operator, and will integrate planning and other regulatory function of the WSA.

There will be on-going functions of the Municipality such as the Laboratory at Preekstoel and the monitoring functions.

**5.9 Remuneration Model**


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The Municipality will pay the Operator a fixed management fee to undertake operations and certain maintenance of the Works. There will also be a variable portion based on volumes treated. The Operator has bid a % mark up (6%) on any non-routine maintenance or maintenance above R50 000 (escalated) and/ or infrastructure development it may be requested to undertake as agent of the Municipality.

Penalties to the payment mechanism will be imposed where the performance does not meet the key performance indicators.

**6. FUTURE FINANCIAL COMMITMENT**
**6.1 Introduction**

This Section 6 provides information on the financial performance of the operations and maintenance of the Works. It assesses the affordability of the preferred bidder's response and highlights issues outside of the Contract which the Municipality will need to continue to potential contingencies for illustrates the potential impact of the proposed contract as well as the potential benefits.

**6.2 Historic O&M Financial Performance**

The Financial performance of the entire Water Services for the last 5 years was determined.

The budgets of the Works (WTW and the WWTW) for the last seven years were determined. These were used as an indicator of the reasonable cost of operating and maintaining the Works. The cost was not benchmarked due to the uniqueness of the Overstrand environment as they are using varying technologies in the operations of their Works.

The Municipality's Operational Budget for water and sanitation services for the last five years is summarised in the table below.

Description		Actual 12/13	Record : Prior			
Department	Vote		Actual 11/12	Actual 10/11	Audited 09/10	Audited 08/09
<b>EXPENDITURE</b>						
<b>Salaries</b>						
Admin & Demand Management	452, 451	R0	R0	R0	R0	R0
Treatment	456, 456, 462	R6 610 954-36	R6 220 365-77	R6 356 023-00	R3 829 101-52	R3 744 985-64
Distribution	480, 481, 482, 483, 484	R6 185 410-70	R6 129 807-74	R6 569 967-65	R4 802 312-70	R3 716 505-21
Overstrand Water	485	R0	R0	-	-	-
Connections	490, 491, 492	R493 940-26	R444 240-15	R386 199-04	R360 703-94	R281 085-31



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Table 4.3.1: Operational budget for water services for the last five years							
Description		Actual 12/13	Record : Prior				
Department	Vote		Actual 11/12	Actual 10/11	Audited 09/10	Audited 08/09	
	493						
Raw Dam	497	R0	R0	R0	R0	R0	R0
<b>Sub-Total</b>		<b>R13 290 269-41</b>	<b>R12 794 469-66</b>	<b>R11 414 219-69</b>	<b>R9 992 118-16</b>	<b>R7 742 639-36</b>	
<b>GENERAL</b>							
Admin & Demand Management	450, 451	R0	R0	R0	R2 219 320-00	R1 639 830-00	
Treatment	450, 459, 462	R25 122 417-10	R26 352 062-51	R24 375 692-21	R25 012 551-57	R19 760 613-18	
Distribution	480, 481, 482, 483, 484	R 12 136 888-27	R10 126 790-93	R10 464 471-00	R9 949 946-88	R8 519 062-13	
Overstrand Water	485	R0	R0	-	-	-	
Connections	490, 491, 492, 493	R481 826-85	R951 777-62	R963 880-10	R962 103-25	R948 664-07	
Raw Dam	497	R289 562-00	R427 440-00	R395 770-00	R366 450-00	R318 650-00	
<b>Sub-Total</b>		<b>R36 035 614-27</b>	<b>R37 038 071-06</b>	<b>R36 199 813-41</b>	<b>R32 210 271-71</b>	<b>R31 375 819-38</b>	
<b>REPAIRS</b>							
Admin & Demand Management	450, 451	R0	R0	R0	R0	R0	
Treatment	450, 459, 462	R1 954 308-02	R1 610 608-94	R1 737 893-91	R882 540-53	R880 132-42	
Distribution	480, 481, 482, 483, 484	R1 650 904-95	R1 589 357-35	R1 722 304-38	R1 300 778-52	R1 362 070-88	
Overstrand Water	485	R2 874 808-11	R3 443 735-54	-	-	-	
Connections	490, 491, 492, 493	R138 842-29	R100 042-38	R38 075-81	R69 443-01	R32 132-88	
Raw Dam	497	R75 768-62	R51 800-00	R83 545-47	R23 874-58	R20 069-30	
<b>Sub-Total</b>		<b>R6 792 231-99</b>	<b>R6 795 243-81</b>	<b>R3 641 819-37</b>	<b>R2 290 636-62</b>	<b>R2 277 406-63</b>	
<b>CAPITAL</b>							
Admin & Demand Management	450, 451	R0	R0	R0	R0	R0	
Treatment	450, 459, 462	R12 606 679-84	R10 511 653-74	R7 489 597-54	R6 203 773-60	R1 595 446-99	
Distribution	480, 481, 482, 483, 484	R18 436 617-26	R14 901 891-18	R14 294 549-67	R22 603 259-20	R4 730 204-94	
Overstrand Water	485	R124 669-74	R0	-	-	-	
Connections	490, 491, 492, 493	R833-26	R674-80	R1 388-26	R0	R6 686-67	
Raw Dam	497	R309 605-00	R222 854-34	R359 385-32	R291 292-05	R217 288-49	
<b>Sub-Total</b>		<b>R29 380 404-76</b>	<b>R25 667 594-06</b>	<b>R22 065 329-81</b>	<b>R29 098 121-90</b>	<b>R6 644 626-99</b>	
<b>Total Expenditure</b>		<b>R69 496 520-43</b>	<b>R85 115 288-88</b>	<b>R73 321 373-08</b>	<b>R72 496 146-39</b>	<b>R40 040 492-36</b>	
<b>INCOME</b>							
Water Treatment	456, 459, 462	R 9 907 352-02	R17 019 536-42	R887 510-00	R0	R13 152 000-00	
Water Distribution	480, 481, 482, 483, 484	R0	R0	R983 213-00	R0	R0	
Water Income	489	R95 275 174-32	R97 470 168-01	R77 771 253-95	R74 996 882-45	R53 419 194-44	
Water Connections	480, 491, 492, 493	R395 393-98	R444 294-05	R366 714-07	R0	R427 547-96	
<b>Total Income</b>		<b>R95 578 920-13</b>	<b>R104 933 998-48</b>	<b>R79 588 790-02</b>	<b>R74 998 882-45</b>	<b>R66 998 742-40</b>	
<b>Total (Surplus) / Deficit</b>		<b>(R11 686 999-70)</b>	<b>(R21 823 709-79)</b>	<b>(R6 267 326-94)</b>	<b>(R2 102 534-06)</b>	<b>(R18 958 250-04)</b>	



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The Municipality's Operational Budget for sanitation services for the last five financial years are summarised in the table below:

Table 4.3.2: Operational budget for sanitation services for the last five years						
Description		Actual 12/13	Record - Prior			
Department	Vote		Actual 11/12	Actual 10/11	Audited 09/10	Audited 08/09
<b>EXPENDITURE</b>						
<b>SALARIES</b>						
Public Toilets	320	R274 132-43	R187 834-01	-	-	-
Administration	370	RD	RD	RD	RD	RD
Distribution	375, 376, 377, 378	R2 812 508-98	R2 589 489-77	R2 897 318-12	R1 712 708-82	R1 308 873-10
Connections	386, 387, 388	RD	RD	RD	RD	RD
Sewerage Tankers	395, 396, 397, 398	R6 633 021-81	R6 803 824-85	R5 547 282-30	R4 488 821-04	R3 734 478-19
Treatment	405, 406, 407, 408, 409	R3 129 372-82	R2 738 095-67	R2 704 582-21	R2 423 110-95	R2 078 901-63
<b>Sub-Total</b>		<b>R12 789 328-04</b>	<b>R11 379 394-15</b>	<b>R10 348 160-73</b>	<b>R8 635 640-41</b>	<b>R7 122 250-92</b>
<b>GENERAL</b>						
Public Toilets	320	R68 944-68	R145 054-32	-	-	-
Administration	370	RD	RD	RD	RD	RD
Distribution	375, 376, 377, 378	R5 977 869-28	R4 437 814-85	R4 777 687-95	R3 834 142-36	R3 807 597-05
Connections	386, 387, 388	R182 187-00	R173 957-89	R214 384-87	R201 314-35	R189 263-27
Sewerage Tankers	395, 396, 397, 398	R4 839 481-56	R3 605 786-70	R3 300 285-89	R2 856 604-98	R3 145 786-22
Treatment	405, 406, 407, 408, 409	RD 928 887-58	RD 670 221-27	R2 880 303-43	R2 027 657-83	R1 754 880-25
<b>Sub-Total</b>		<b>R14 094 270-10</b>	<b>R11 082 935-04</b>	<b>R11 172 682-15</b>	<b>R8 691 719-34</b>	<b>R8 871 520-80</b>
<b>REPAIRS</b>						
Public Toilets	320	R99 874-03	RD	-	-	-
Administration	370	RD	RD	RD	RD	RD
Distribution	375, 376, 377, 378	R3 416 521-01	R2 625 441-86	R1 731 501-03	R1 900 586-54	R1 435 468-04
Connections	386, 387, 388	RD	RD	RD	RD	RD
Sewerage Tankers	395, 396, 397, 398	R1 045 607-25	R1 085 870-34	R910 307-87	R776 882-50	R636 638-51
Treatment	405, 406, 407, 408, 409	R847 533-51	R611 490-75	R582 350-56	R597 154-13	R1 125 338-01
<b>Sub-Total</b>		<b>R5 409 639-60</b>	<b>R4 622 908-95</b>	<b>R3 564 164-78</b>	<b>R3 204 733-17</b>	<b>R3 487 442-56</b>
<b>CAPITAL</b>						
Public Toilets	320	RD	RD	-	-	-
Administration	370	RD	RD	RD	RD	RD
Distribution	375, 376, 377, 378	R13 151 908-08	R11 815 803-27	R11 773 451-12	R11 238 654-83	R4 654 543-68
Connections	386, 387, 388	RD	RD	RD	R138 030-00	R103 823-48
Sewerage Tankers	395, 396, 397, 398	R303 283-18	R335 030-52	R218 895-72	R832 420-00	R348 381-12
Treatment	405, 406, 407, 408, 409	R5 948 618-11	R6 753 952-52	R3 488 775-00	R4 873 381-61	R572 378-26
<b>Sub-Total</b>		<b>R18 303 810-37</b>	<b>R18 705 286-21</b>	<b>R15 588 925-84</b>	<b>R17 183 746-44</b>	<b>R5 678 131-48</b>
<b>Total Expenditure</b>		<b>R31 607 042-31</b>	<b>R45 780 334-40</b>	<b>R40 686 933-48</b>	<b>R37 715 839-36</b>	<b>R25 179 345-75</b>
<b>INCOME</b>						
Distribution	375, 376, 377, 378	RD	RD	RD	RD	RD
Connections	386, 387, 388	R124 999-91	R80 118-83	R74 822-96	R85 137-63	R131 052-16
Sewerage Tankers	395, 396, 397, 398	RD	R17 168 338-90	RD	RD	RD
Treatment	405, 406, 407, 408, 409	R8 194 843-00	RD	RD	RD	RD



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Table 4.3.2: Operational budget for sanitation services for the last five years

Description		Actual 12/13	Record : Prior			
Department	Vote		Actual 11/12	Actual 10/11	Audited 09/10	Audited 08/09
Sewerage Income	410	R58 061 161-05	R57 391 203-28	R55 836 919-03	R36 071 030-75	R31 924 960-88
<b>Total Income</b>		<b>R64 291 003-96</b>	<b>R74 023 028-62</b>	<b>R50 911 541-99</b>	<b>R36 165 168-38</b>	<b>R32 056 044-09</b>
<b>TOTAL (Surplus) / Deficit</b>		<b>(R12 983 961-25)</b>	<b>(R26 833 324-22)</b>	<b>(R10 244 609-51)</b>	<b>R1 355 070-96</b>	<b>(R6 083 880-32)</b>

The Municipality's treatment and distribution cost per kl water sold, for the last seven years, is summarised in the table below:

Table 4.3.3: Treatment and distribution cost per kl water sold for the last seven years

Year	Treatment cost per Kl water sold <sup>(1)</sup>					Distribution cost per Kl water sold <sup>(2)</sup>				
	Kleinmond	Hermanus	Stanford	Gansbaai	Mun.	Kleinmond	Hermanus	Stanford	Gansbaai	Mun.
06/07	R2-79	R1-51	R0-00	R3-49	R1-67	R2-70	R1-66	R3-04	R3-72	R2-32
07/08	R3-05	R1-73	R0-00	R0-33	R3-20	R3-85	R2-06	R3-51	R3-43	R2-51
08/09	R8-86	R3-04	R0-00	R9-21	R4-08	R5-57	R1-62	R11-30	R3-25	R2-99
09/10	R8-18	R2-94	R0-00	R10-85	R3-05	R6-30	R6-25	R14-47	R3-72	R6-17
10/11	R10-44	R5-10	R0-00	R12-41	R7-25	R8-51	R3-41	R19-86	R9-06	R9-11
11/12	R11-47	R7-05	R0-00	R13-36	R8-79	R9-44	R3-21	R23-49	R10-05	R7-31
12/13	R10-06	R6-37	R0-00	R15-26	R8-35	R7-63	R4-28	R18-63	R12-87	R7-58

Notes: (1) Votes 456, 459, 462 and 497  
(2) Votes 480 – 483, 485, 490-493

The Municipality's treatment and drainage cost per kl effluent received at the WWTW, for the last seven years is summarised in the table below:

Table 4.3.4: Treatment and drainage cost per kl effluent received at the WWTW for the last seven years

Year	Treatment cost per Kl effluent received at the WWTW <sup>(1)</sup>					Drainage cost per Kl effluent received at the WWTW <sup>(2)</sup>					
	Kleinmond	Hermanus	Stanford	Gansbaai	Hawton	Mun.	Kleinmond	Hermanus	Stanford	Gansbaai & Hawton	Mun.
06/07	R1-50	R1-17	R6-68	R2-44	R4-07	R1-73	R19-37	R5-76	R1-56	R9-48	R6-70
07/08	R1-40	R1-29	R7-11	R2-79	R4-24	R1-79	R15-30	R6-28	R2-29	R9-55	R7-38
08/09	R1-19	R1-24	R7-43	R5-81	R3-27	R2-12	R14-60	R5-42	R4-57	R10-67	R7-63
09/10	R1-05	R1-69	R5-24	R18-05	R3-00	R4-13	R15-07	R10-26	R3-47	R9-03	R10-93
10/11	R2-19	R2-68	R8-40	R9-74	R5-46	R4-33	R22-11	R10-67	R6-09	R14-09	R13-32
11/12	R2-37	R4-85	R8-96	R7-75	R0-09	R5-49	R22-79	R10-45	R6-75	R14-72	R13-62
12/13	R3-17	R3-94	R8-58	R5-68	R5-47	R4-70	R23-64	R11-45	R8-41	R13-40	R14-18

Notes: (1) Votes 405 - 409  
(2) Votes 375 – 378, 396, 395 - 398

From the above it is clear that the municipality has consistent expenditure patterns with regards to treatment of water and waste water Waste.

### 6.3 Current Financial Performance

For the 2013/14 financial year the actual **Bulk Treatment Cost** was as follows:


**OVERSTRAND MUNICIPALITY  
WATER AND WASTE WATER TREATMENT WORKS CONTRACT: ASSESSMENT REPORT**

<u>DEPARTMENT</u>	<u>Salaries</u>	<u>General</u>	<u>Repairs</u>	<u>Sub Total</u>
	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>
Water Treat : KM	2 191 990	6 602 433	542 929	9 337 352
Water Treat De Bos	2 920 646	8 899 076	628 072	12 447 794
Water Treat SF	-	29 845	28 131	57 976
Water Treat : GB	1 857 241	10 060 691	956 389	12 894 321
Subtotal	6 969 876	25 612 046	2 155 521	34 737 443
Sewer Treat : KM	427 578	198 828	46 146	672 552
Sewer Treat Hstou	276 700	209 092	160 747	646 539
Sewer Treat : HM	1 808 152	1 997 800	467 494	4 273 446
Sewer Treat : 5F	184 762	524 084	273 787	982 633
Sewer Treat : 6B	879 994	1 349 015	292 806	2 521 815
Subtotal	3 577 186	4 278 819	1 240 980	9 096 985
<b>Grand Total</b>	<b>10 547 062</b>	<b>29 890 865</b>	<b>3 396 501</b>	<b>43 834 428</b>

\*Source: Overstrand Local Municipality

It is expected that the above increased by at least 6% (CPI) for the 2014/15 financial year, bringing the total potential cost to approximately R46.5 million

The following is key to note in regard to the above:

- It is dependent on the volumes treated per annum and accordingly can fluctuate.
- It is exclusive of VAT.
- There are posts in the municipal structure which are vacant and are required to be filled in order to achieve regulatory compliance. These vacant post will increase the cost of undertaking the function and needs to be added to the budget. The estimated value of these positions could be in the region of R4 million per annum.

To compare the current treatment cost to that of the potential contract the salary bill was removed from bidder's pricing as this will remain consistent whether or not staff will transfer or not.

Accordingly the treatment cost of the municipality excluding salaries is summarised as follows:


**OVERSTRAND MUNICIPALITY  
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**Actual Financial Results 2013/2014**

YS-Q0130 ( 12 August 2014 )

VOTE DEPARTMENT	Salaries R	General R	Repairs R	Capital R	Contrib R	Sub Total R
456 Water Treat : KM		6 502 433.47	542 929.05		-	7 145 362.52
459 Water Treat De Bos		8 899 076.03	628 071.80		-	9 527 147.83
460 Water Treat 5F		29 845.35	28 130.61		-	57 975.96
462 Water Treat : GB		10 080 891.05	956 389.46		-	11 037 080.51
Subtotal	-	25 612 045.90	2 158 520.92		-	27 767 566.82
405 Sewer Treat : KM		198 826.44	46 146.93		-	244 973.37
406 Sewer Treat Helton		209 091.52	160 747.48		-	369 839.00
407 Sewer Treat : HM		1 977 799.55	467 494.46		-	2 465 294.02
408 Sewer Treat : 5F		524 084.14	273 786.65		-	797 870.79
400 Sewer Treat : GB		1 349 015.31	292 805.97		-	1 641 821.28
Grand Total	-	29 890 864.87	3 396 501.01		-	33 287 365.88

From the above, the Municipality spent R 33 287 365.88 in the 2013/14 municipal financial year on treatment of water and wastewater. Note that this excludes salaries as well as capital contribution in order to allow for comparison between the current costs and that of the tender.

It is estimated that in 2014/15 the actual expenditures will increase by at least 8% which will bring the total operational budget, excluding VAT, salaries and capital, to approximately R35 million per annum.

#### 6.4 Findings

Based on the above information, the Municipality is spending in the order of at least R 46.5 million per annum on operating and maintaining the Works. This should however be increased by approximately R4 million for vacant position that is required to be legislatively compliant, this would bring the total cost to approximately R 50 million per annum for Bulk Treatment, excluding capital.

The portion of the cost exclusive of staff costs and exclusive of capital cost is approximately R 35 million.

#### 6.5 Bid Affordability Assessment

From the competitive proposals received from bidders it appears that the contracted cost would be in the region of R 21 972 871.36 excluding staff costs, non-routine maintenance and capital.


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What needs to be noted is that the municipality will still be responsible for the following which will have cost implications:

- water services authority functions
- monitoring issues
- capital planning and budgeting, including repairs and maintenance above the R 50 000.00 (escalating)
- Raw water abstraction charges
- Variances in volumes of water
- Contingencies in regard to the potentially impacted staff

It is therefor recommended that the municipality still budget the full R 35 million for the above.

Certain key positions will need to be filled by the Operator to achieve Regulatory compliance over a period of three years which is not included in the bidder's pricing. These would include the following:

Plant Location	DWA Classification of Plant	Name	Post no.	Job Description	TASK Post Level
<b>Water</b>					
Buffelsrivier	C	Vacant	WC0320826	Plant Operator	T9
Preekstoel	B & C	Vacant	WC0325076	Asst. Operator	T4
Franskraal	C	Vacant	WC0325090	Works Operator	T9
<b>Waste Water</b>					
Gansbaai	E	Vacant	WC0324512	Works operator	T9
Stanford	E	Vacant	WC0320186	Assistant Operator	T8
		Vacant	WC0321280	Assistant Operator	T4
Hermanus	B	Vacant	WC0326378	Senior Superintendent: Waste Water	T13
		Vacant	WC0321718	Plant Operator	T6
		Vacant	WC0322180	Plant Operator	T6
Hawston	E	Vacant	WC0321676	Supervisor Purification	T7
Kleinmond	D	Vacant	WC0320940	Works operator grade 2	T6


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From the above it is expected that increase costs of R4 million must be budgeted, which will still mean that the service provider is affordable as the potential total cost will be in the region of R 26 million excluding VAT, dependant on volumes of water treated.

Accordingly the cost of contracting an Operator is found to be within budget. As it remains within budget, there should not be an increase in the cost/kl as a direct result of the Contract.

**6.6 Staff transfer**

The Municipality has identified the staff directly associated with the operations and maintenance of the water and waste water treatment works. The Municipality has undertaken that no jobs will be lost as result of the Contract. It is proposed that impacted staff will transfer to the operator for the duration of the Contract; alternatively employees will be re-deployed within the Municipal structures. Current benefits are protected in terms of law and will also be in terms of the contract.

Engagements in this regard are ongoing.

Contingency costs can only be determined once it has been clarified who will transfer, and the impact of those not transferring. This could include the obligation to payout outstanding leave, and to address the deployment of employees choosing not to transfer.

**6.7 Other issues for consideration**

Issues that can impact negatively on the financial performance of the Municipality and the cost of O&M of the Works include the following:

- Currently the municipality has full operational risk with regard to the Works. If this were to be costed it could add an additional 20% to the actual cost of the current function undertaken by Municipality.
- Technological advances will require that additional high level human resources which would most probably come at a higher cost than the current capacity, or the current resources will need a material amount of up skilling / training which requires a certain amount of funding. The fact that human resources is a significant cost of the function would mean that the current estimated costs of the function would increase materially.
- As per the findings of the S78(1) assessment there is a concern that new technology installed is not adequately maintained as there is no urgency at this point in time. In future this could result



## OVERSTRAND MUNICIPALITY

## WATER AND WASTE WATER TREATMENT WORKS CONTRACT: ASSESSMENT REPORT

in un-planned for increases in maintenance due to a backlog being created and this could accordingly increase the current operational costs of the function be undertaken.

### 6.8 Feasibility

The question is posed as to whether it is feasible for the Municipality to contract the O&M function rather than undertake the function itself. Will there be a benefit in concluding the contract? We have indicated above that the Contract is affordable, but that here will be no opportunity for budget saving.

We have also indicated that there should not be an increase in cost to the Municipality as a direct result of the Contract.

In assessing whether there would be potential value, the following indicators are relevant:

- Operational risk will be transferred to the Operator for the Contract term.
- Within the existing budget, because it is the core focus of the business of the Operator, the Operator should be able to drive efficiencies and optimise processes to ensure that the technology is utilised appropriately, meaning that use of chemical, electricity, spares etc will be optimised. Key drivers of the Operator's efficiency will be productivity; optimisation of electricity usage; optimisation of processes; and specialisation.
- A key outcome sought is asset preservation as a result of focussed management being measured against KPIs. Asset preservation ultimately impacts on the useful life of the asset which will ensure that potential capital and non-routine costs of the Municipality are deferred for a period of time. Maintaining infrastructure which decreases the probability for future refurbishment or replacement cost.
- Operating infrastructure optimally will extend the operating life of the assets, thereby decreasing the need to replace in future.
- By ensuring the highest quality of water is provided and that the discharge is of an appropriate quality, the probability of the municipality being held financially responsible in the future is decreased.
- A key cost driver of the Function is human resources. This cost needs to be optimised to ensure



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- scarce and high level expensive skills are accessible but only used when needed on a draw down basis from the head office of the Operator;
- overtime will be managed appropriately;
- remuneration of employees is optimised, rewarding performance and skills development;
- operating employees will be skilled through the Contract. This cost will be for the Operator, which would have had a budget impact in the absence of the Contract.

A risk to the feasibility is the profit motive of the operator. This, and asset stripping, has been raised by organised labour. The costing has been determined through a competitive bidding process. The Operator will be contracted at the remuneration model proposed in the bid. This risk will need to be carefully managed by the WSA to ensure key outcomes sought by the contract are achieved. The Operator must drive efficiencies, but not to the detriment of service delivery and asset preservation. The key tool to manage this is performance assessment of the KPAs and KPIs which will be updated annually to ensure progressive improvement.

#### **6.9 Conclusion**

Although the Contract to undertake the Function will contribute to the costs of delivering water services, the cost will have had to have been incurred by the Municipality and the impact on tariffs will remain within the Municipality's control.

The bid responses to the RFP indicated that it is affordable as the cost is less than that of the Municipality.

In essence we anticipate that the actual cost of the Operator will be equal or less than the current cost of the O&M of the Works by the Municipality and this is supported by the proposals received.

### **7. GRANTING OF RIGHT TO USE THE WORKS**

#### **7.1 The Works**

The Works are defined in the Technical Specification attached to the RFP, and which will be attached to the Contract.

#### **7.2 The Right of Use**



**WorleyParsons**

resources & energy

EcoNomics

**OVERSTRAND MUNICIPALITY  
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The Contract is a management contract. The Operator is paid a management fee to operate the works. There is no obligation to pay a lease or right of use fee as this will be passed straight back to the Municipality.

The granting of the right of use is made with the objective of achieving the following key economic objectives namely: asset preservation and operations optimisation. If the function of treating water and waste water can be undertaken properly there will be a direct impact on the water services provision to the community over the longer term.

The Operator will be given right of access to operate and maintain the assets. Whilst the operator will take full operational risk, the Municipality will remain the owner of the Works.

The Municipality will have access to the works to monitor the performance of the Operator.

Because of the direct interface of the Function with the water services provider, the risk of non-performance or poor performance by the Operator needs to be monitored and addressed rapidly.

The contract provides for penalties to incentivise performance, and for dispute and step in rights should it be necessitated by poor or non-performance of the Operator.

A detailed Asset Register will be developed in the first three months of the contract period. Both parties will sign off on this. It will be kept up to date for the duration of the Contract.

On termination of the Contract the Works must be in the same or better condition. If over the duration of the Contract the Works are improved through planning and capital contribution the impact of this will be managed through the annual planning process. KPAs and KPIs will be adjusted accordingly.

The Municipality will continue to execute its water services authority functions in regard to capital planning and budgeting and oversight.

## **8. CONCLUSION**

At this stage it is our independent professional opinion that the Contract will not negatively impact the Municipality's current budget provisions for the operations and maintenance of the Works. Although there is unlikely to be a direct "cost saving" on the current O&M budget for the Works, there will be other benefits inclusive of:

- Skills development and retention – regulatory compliance;


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- Assurance of supply – as WSA with a duty to ensure service delivery, and as WSP with direct accountability to the community and mandate to deliver water services, it is important that the Works are operated and maintained optimally;
- Operations optimisation – focussed management must optimise operations in order to ensure on-going effectiveness and efficiency within the current budget;
- Asset preservation – the Municipality has invested significantly in the infrastructure and it requires focussed management to ensure that the use of the asset s can be optimised.

The impact of the cost of the staff transfer still needs to be determined.

The granting of the right to use the Works is undertaken with an understanding of the key objectives sought to be achieved namely asset preservation and operations optimisation so as to ensure long term security of supply of water services delivery to the community. The granting of the right is considered and transparent. The right of the Municipality to incentivise performance or to step in are contractually secured.

**9. Way Forward**

In executing the mandate of the Technical Director to test and report back on the feasibility of the Contract the following is underway:

1. Engagement with potentially impacted employees;
2. Contract finalisation with the preferred bidder;
3. Process of inviting and receiving comments and representations from the local community or interested parties;
4. Solicitation of views and recommendations from Stakeholders.
5. Report to Council for final decision making regarding the Contract.

Navrae: H Bignaul / M Badinan / M Polgieter  
Enquiries:

Lêerverwysing: SC 1508/2014 Phase 2 RFP  
File Reference:

Datum: 13 March 2015  
Date:

KANTOOR VAN DIE MUNISIPALE BESTUURDER  
OFFICE OF THE MUNICIPAL MANAGER

National Treasury –W McComans; Strover Maganedisa & Themba Mdletshe  
Provincial Treasury Western Cape –Z Hoosain & Louise Dean  
Co-operative Governance and Traditional Affairs (CoGTA) – T Lebohlang  
Dept. of Water and Sanitation (National/Bellive)- Rashid Khan & Simpiwe Mashicila

Dear Sirs,

**LONG TERM OPERATION AND MAINTENANCE CONTRACT FOR WATER AND WASTE WATER TREATMENT WORKS IN OVERSTRAND**

**MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 33 AND ASSET TRANSFER REGULATIONS**

**SOLICITATION OF VIEWS AND RECOMMENDATIONS**

1. Further to the Municipal Manager's letter of 2 March 2015, to which the RFP and draft contract were attached, we attach herewith a further report as at 12 March 2015.
2. To inform the preparation of our report for Council's consideration, we hereby solicit your views and recommendations on the proposed Contract. National and Provincial Treasuries' views are also required on the proposed granting of the right of use of the Works.
3. Kindly provide the views and recommendations by 12h00 on Monday, 13 April 2015.
4. As proposed in the Municipal Manager's letter of 2 March 2015, please receive herewith the agenda of the proposed working session:
  - 4.1. Thursday 19<sup>th</sup> March 2015 at 10:00
  - 4.2. Venue: Committee room of the Mayor, Overstrand Municipality, Hermanus
5. Agenda:

WORKING SESSION: MFMA VIEWS AND RECOMMENDATIONS		
10:00	Welcome	Chair
	Introduction and Apologies	
	Objective of working session and adoption of Agenda	

10:15	Presentation: Process to date; principles of the contract and impact assessment	Overstrand
11:15	Discussion	All
12:30	Way Forward: Views and recommendations	All
13:00	Closure	Chair

6. Kindly RSVP to Ms Adene Bayley [abayley@overstrand.gov.za](mailto:abayley@overstrand.gov.za) or 028 313 8982 to confirm your attendance at the working session by close of business 13 March 2015. Alternatively you may email any clarification issues to [hblignaut@overstrand.org.za](mailto:hblignaut@overstrand.org.za) for a written response.

Yours sincerely,

  
C. GROENEWALD  
MUNICIPAL MANAGER



**Western Cape  
Government**

Provincial Treasury

ANNEXURE D

114

Preshane Chandaka  
Directorate: Infrastructure  
Preshane.Chandaka@westerncape.gov.za  
Tel: 021 483 4222 Fax: 021 483 5006

Reference: P8/2/16

**THE MUNICIPAL MANAGER  
OVERSTRAND MUNICIPALITY  
PO BOX 20  
HERMANUS  
7200**

**FOR ATTENTION: MR H BLIGNAUT**

Dear Sir

**LONG-TERM OPERATION AND MAINTENANCE CONTRACT FOR WATER AND WASTE WATER  
TREATMENT WORKS IN OVERSTRAND**

We refer to your communication dated 13 March 2015 whereby the Municipality is soliciting comments from Provincial Treasury in accordance with section 33 of the Municipal Finance Management Act 56 of 2003.

1. The Provincial Treasury has taken note of and values the effort of Overstrand Municipality in securing the requisite institutional capacity to ensure the long-term efficient operation and maintenance of water and waste treatment works in Overstrand. Given that South Africa is a water scarce country, the Municipality is commended in exploring alternative service delivery mechanisms in the delivery of this service.
2. The Municipality proposes the contracting out of the function of operating and maintaining the Municipality's bulk water and sewerage purification works in order to secure the availability of key operating staff, the development of local skills and the

assurance of water supply and treatment of sewerage of the right quality and quantity as well as the preservation of assets.

3. In preparing your report for Council's final decision, Provincial Treasury offers the following comments and recommendations on the documentation provided:

#### 4. COMMENTS

- 4.1 Section 33(1) and 33(2) of the MFMA which deals with "Contracts having future budgetary implications" as well as section 116(1) and (2) of the MFMA which deals with "Contract and contract management" requires the municipality to solicit the view of the local community, Provincial and National Treasury, by means of requests to submit written comments and representations regarding the proposed transaction.
- 4.2 The afore-mentioned legislative prescripts also warrants the Accounting Officer together with the Municipal Council to consider the mandatory requirements associated with contract management and contract administration for long term contracts/leases having future budgetary implications.
- 4.3 From a supply chain management perspective the municipality needs to have satisfied the following, when entering into the proposed contract:
  - 4.3.1 Section 217 of the constitution requires the municipality to procure or contract for goods and services in a manner, which is fair, transparent, cost effective, equitable and competitive.
  - 4.3.2 Compliance with the supply chain management policy and other applicable legislation, in respect of ensuring that the bid committee has applied its mind on all material aspects of the proposal, and have provided recommendations on the proposed contract.
- 4.4 Furthermore, a proper delegation system as contemplated in section 79 of the MFMA, and proper-delegated structures need to be in place, for vetting of the proposed bid.

- 4.5 The Municipality needs to ensure that reasonable steps have been taken to ensure that the transaction/contract will:
- Result in an economic benefits for the institution; and
  - Yield economic and environment benefit for its constituency.
- 4.6 The accounting officer needs to be satisfied that all due processes and procedures stipulated in the prescripts and in the Municipality's SCM policy and MFMA Circular 62 have been heeded.
- 4.7 Furthermore, the municipality needs to ensure adherence to the Section 78 MSA legislative requirements and apply due diligence with the outcome of the investigation.
- 4.8 In terms of the proposed contract having future budgetary implication, a critical phase of the proposed contract, is that the Municipality needs to ensure that sufficient demand management and planning has been conducted, which includes:
- 4.8.1 Identification and securing of the funding for the duration of the contract, which includes the possible escalations of costs in the medium period;
- 4.8.2 Identification of risks, categories and prioritisation of risks, and risk mitigation procedures; and
- 4.8.3 Designing of specification, which is clear, precise, measurable and speak to the goods and services needed by the Municipality to address the service delivery requirements and targets.

## 5. RECOMMENDATIONS

- 5.1 It must be noted that the procurement of these professional services for all intents and purpose must give effect to five pillars of procurement as entrenched in Section 217 of the constitution. Furthermore adherence to all of the requirements stipulated in the SCM policy, and that the accounting officer is satisfied that due process was followed.
- 5.2 From a contract and prudent financial management perspective, the Municipality should ensure that funds are available for the duration of the contract.

- 5.3 The draft agreement to be entered into with the successful bidder provides for certain functions to be performed by the Private Operator in an Implementing Agent capacity on behalf of the municipality. It is the Treasury's view that any procurement by the operator in this capacity will have to be in accordance with the requirements of the Municipality's Supply Chain Policy. From the contract documentation this principle is not clearly evident.
- 5.4 The transfer of staff associated with the day-to-day operation of the infrastructure to the private party is central to the underlying rationale for improved efficiency and effectiveness of operations and maintenance. The extent to which staff opts to rather be redeployed elsewhere in the Municipality will impact on the financial viability of the proposal and needs to be considered in the final submission.
- 5.5 The contract documentation provides an overview of future infrastructure upgrades that may be required, however, the underlying principles of how the contractor will be remunerated for managing additional assets that may be added over time is not immediately apparent.
- 5.6 Given the current financial position of the Municipality, Treasury has, in principle, no objection against your intention, subject to the required Supply Chain Management processes being followed, the requirements of the MFMA (especially section 33) being adhered to and the carry through implications over the MTREF be taken into account within the budgets of each of the affected years with the required budgetary provision to ensure affordability and sustainability over new MTREF years.

Trusting you would find the above in order.

Yours sincerely



MR H MALILA

DEPUTY DIRECTOR-GENERAL: FISCAL AND ECONOMIC SERVICES

DATE: 13 April 2015

ANNEXURE E  
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OVERSTRAND WATER AND WASTE WATER TREATMENT  
OPERATION MANAGEMENT CONTRACT  
TENDER NO. : SC 1508/2014  
18 MAY 2015

Overstrand Municipality  
PO Box 20  
Hermanus  
7200

Fax No: 028-3138048  
Attention: Municipal Manager

Dear Sir / Madam

**TENDER NO SC 1508/2014 WATER AND WASTE WATER TREATMENT OPERATION  
MANAGEMENT CONTRACT.**

**S19(4) of the WATER SERVICES ACT No. 108 of 1997**

1. We are the preferred bidder in regard to the above mentioned contract.
2. S19(4) of the Water Services Act No. 108 of 1997 requires that before entering into the contract with Overstrand Local Municipality, we disclose and provide information on:
  - 2.1. Any other interests we may have, which are ancillary to or associated with Overstrand Local Municipality;
  - 2.2. Any rate of return on investment we may gain by entering into such contract.
3. We disclose and provide information accordingly:
  - 3.1. At date of this letter we have no other interests which are ancillary to or associated with Overstrand Local Municipality.
  - 3.2. Regarding the rate of return on investment, the contract is structured as a management contract with a management fee and accordingly no investment is required. We have tendered a 6% implementing agent fee.

Yours faithfully

  
18/05/2015  
Lyvette Grau  
Technical Support

  
18/5/2015  
Abrie Wessels  
Regional General Manager: Cape

ANNEXURE F  
1/38



WATER AND WASTE WATER  
BULK WORKS CONTRACT

entered into between

OVERSTRAND LOCAL MUNICIPALITY  
("the Municipality")

and

VEOLIA WATER SOLUTIONS & TECHNOLOGIES SOUTH AFRICA (PTY)  
LTD

(Registration No 1964/007768/07)

("the Operator")

*Final July 2015*

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## PART A: INTRODUCTION

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1. PARTIES
  - 1.1. The Parties to this agreement are:
    - 1.1.1. Overstrand Local Municipality, the water services authority and water services provider in terms of the Water Services Act for its area of jurisdiction;
    - 1.1.2. Veolia Water Solutions & Technologies South Africa (Pty) Ltd, an operator with the skills and experience to undertake the Function.
  - 1.2. The Parties agree as set out below.
2. INTERPRETATION AND PRELIMINARY
  - 2.1. Unless the context indicates a contrary intention, words importing –
    - 2.1.1. any one gender include both genders;
    - 2.1.2. the singular include the plural and vice versa; and
    - 2.1.3. natural persons include created entities (incorporated or unincorporated) and all spheres of Government.
  - 2.2. The following terms shall have the meanings assigned to them hereunder and cognate expressions shall have corresponding meanings, namely –
    - 2.2.1. "Accounting Officer" means the Municipal Manager as defined in the MFMA;
    - 2.2.2. "Annual Plan" means the document prepared annually including the Asset Register, Technical Specifications, Pricing Schedule, various Plans and associated Performance Indicators for a Financial Year, more fully referred to in clause 12;
    - 2.2.3. "Asset Register" means the technical asset register developed for purposes of this Contract defining the Bulk Works as more fully referred to in clause 23, updated on an annual basis in the Annual plan;
    - 2.2.4. "Bulk Works" means the water and waste water treatment plants, pump stations and associated assets and consumables as described in the RFP, and as updated annually in the Asset Register;
    - 2.2.5. "Chief Executive Officer" means the chief executive of the Operator as appointed from time to time;
    - 2.2.6. "Competent Authority" means collectively the Minister, all spheres of Government, any court of competent jurisdiction or any agency, authority, body or standard-setting institution, established or appointed in terms of any Regulatory Provision to regulate or oversee the activities of the Operator or the Municipality pursuant to this Contract;
    - 2.2.7. "Contract" means this agreement and any annexures hereto, as well as any subsequent amendment, novation or substitution of this Contract and annexures;
    - 2.2.8. "Corrupt Action" means –
      - 2.2.8.1. giving or accepting any undue payment, bribe, gift, gratuity or any other undue benefit in exchange for performing or forbearing to perform any action in connection with this Contract; and
      - 2.2.8.2. any solicitation, offering, participation, conspiracy or attempt to bring about the circumstances mentioned in clause 2.2.8.1 above;
    - 2.2.9. "Effective Date" means 1 September 2015, irrespective of the date of signature of the Contract;
    - 2.2.10. "Emergency Situations" includes fires, floods, water pollution, restrictions in respect of raw water, droughts, operational emergencies such as pipe bursts, and any other situation that may negatively impact the usual undertaking of the Function and the Bulk Works and water services delivery;

- 2.2.11. "Escalation Factor" means the headline CPI (for all urban areas) annual inflation rate published by Statistics SA in Statistical Release PO141.1 for the month of March preceding the 1 July escalation date, other than for Transferred Employees stated in 19.2 and unless otherwise motivated by the Operator and accepted by the Municipality as set out in 19.3;
- 2.2.12. "Financial Year" means the period commencing on 1 July and ending the following 30 June;
- 2.2.13. "Function" means the function of operating and maintaining of the Bulk Works by the Operator to achieve the Technical Specifications as more fully set out in 7 below;
- 2.2.14. "IA Fee" means the Operator's remuneration for delivering the IA Services, as set out clause 18.4 below;
- 2.2.15. "IA Services" means the services to be provided by the Operator as agent of the Municipality as more fully set out in clause 8 below;
- 2.2.16. "Large Repair and Maintenance Projects" means repair and maintenance events undertaken as part of the Function of which the cost is greater than R50 000, including materials, labour and specialist advisory services as required by the circumstance per event, as set out in 7.3.2, and escalating as per 2.4 below;
- 2.2.17. "MFMA" means the Local Government: Municipal Finance Management Act 56 of 2003;
- 2.2.18. "Minister" means the Minister referred to in the Water Services Act;
- 2.2.19. "Municipal Manager" means the accounting officer of the Municipality;
- 2.2.20. "Municipal Plans" means the plans of the Municipality including without limitation the Integrated Development Plan, the Spatial Development Plan, the Water Services Master plan and the Water Services Development Plan as is relevant to the undertaking of the Function and the IA Services;
- 2.2.21. "Municipality" means Overstrand Local Municipality or its successor in title;
- 2.2.22. "Operator" means Veolia Water Solutions & Technologies South Africa (Pty) Ltd, Registration Number: 1964/007768/07;
- 2.2.23. "Operator Fee" means the Operator's remuneration as set out in the Pricing Schedule;
- 2.2.24. "Parties" means the Municipality and the Operator, or if appropriate in the context, either of them;
- 2.2.25. "Penalty/ les" means the incentive/s to be levied if the Performance Indicators as measured against the baseline are not achieved as set out on clause 14, Annexure B and updated or amended in the Annual Plan;
- 2.2.26. "Performance Indicators" means the indicators to measure the performance of the Operator as set out in clause 13, Annexure B and updated or amended in the Annual Plan;
- 2.2.27. "Pricing Schedule" means the pricing schedule attached as Annexure A, and as updated in the Annual Pan;
- 2.2.28. "Regulatory Provisions" means collectively or individually, the provisions of any legislation, regulation, policy directive or notice issued by a Competent Authority under such legislation or regulation;
- 2.2.29. "RFP" means the Municipality's issued bidding documentation including the Request for Proposal and annexures, and correspondence with bidders during the RFP procurement process attached as Appendix D
- 2.2.30. "Salary Contribution" means the Municipality's capped contribution to the Operator's human resource costs as set out in 18.3 below;
- 2.2.31. "SALGBC" means the South African Local Government Bargaining Council;

6135

- 2.2.32. "Support Services" means the services to be provided by the Municipality to the Operator as set out in 11 below;
- 2.2.33. "Systems Act" means the Local Government: Municipal Systems Act 32 of 2000;
- 2.2.34. "Technical Specifications" means the specifications as set out in the RFP, and as updated or amended in the Annual Plan;
- 2.2.35. "Transferred Employees" means employees of the Municipality which transfer to the Operator identified in the Organisational Plan referred to in 29 below;
- 2.2.36. "Water Services Act" means the Water Services Act 108 of 1997 and its successor in title;
- 2.2.37. "water services delivery" means the delivery of water and waste water municipal services to the community by the Municipality;
- 2.3. Where consent or approval of a Party must be obtained or a Party is required to consider or renew something in terms of this Contract, unless it is specifically provided otherwise, it will act reasonably and within a reasonable period.
- 2.4. All rand amounts stated in this Contract and the Pricing Schedule shall be escalated annually with effect from 1 July of every year by the Escalation Factor, unless otherwise stated.
- 2.5. Reference to legislation includes regulations issued under the legislation and amendments to such legislation or regulations from time to time, subject to 41.
- 2.6. Clause headings in this Contract are for the purpose of convenience and shall not be used in the interpretation of, nor modify, nor amplify the terms of this Contract or any clause hereof.
- 2.7. If any provision in a definition is a substantive provision conferring rights or imposing obligations on any Party, notwithstanding that it is only in the definition clause, effect shall be given to it as if it were a substantive provision in the body of the Contract.
- 2.8. When any number of days is prescribed in this Contract, same shall be working days reckoned exclusively of the first day, and all Saturdays, Sundays or any public holidays thereafter, and inclusively of the last day unless the last day falls on a Saturday, Sunday or public holiday, in which case the last day shall be the next succeeding day which is not a Saturday, Sunday or public holiday.
- 2.9. Where figures are referred to in numerals and in words, if there is any conflict between the two, the words shall prevail.
- 2.10. Expressions defined in this Contract shall bear the same meanings in schedules or annexures to this Contract which do not themselves contain their own definitions.
- 2.11. Where any term is defined within the context of any particular clause in this Contract, the term so defined, unless it is clear from the clause in question that the term so defined has limited application to the relevant clause, shall bear the meaning ascribed to it for all purposes in terms of this Contract, notwithstanding that that term has not been defined in this interpretation clause.
- 2.12. General words preceded and or followed by words such as "other" or "including" or "particularly" shall not be given a restrictive meaning because they are preceded or followed by a particular example intended to fall within the meaning of the general words.
- 2.13. The rule of construction that the Contract shall be interpreted against the party responsible for the drafting or preparation of the agreement shall not apply.
- 2.14. If there is any conflict between the provisions of any of the documents making up this Agreement then the priority of the documents shall be:
- 2.14.1. The Contract;
  - 2.14.2. The most recent Annual Plan;
  - 2.14.3. The Annexures to the Contract;

- 2.14.4. The RFP documentation and
- 2.14.5. Any communication or correspondence between the Operator and the Municipality prior to the Effective Date.

#### PART B: APPOINTMENT

- 3. APPOINTMENT
  - 3.1. The Municipality hereby appoints the Operator to undertake the Function and if required by the Municipality, to provide the IA Services.
  - 3.2. The appointment shall commence on the Effective Date.
  - 3.3. The Operator hereby accepts the appointment to undertake the Function and provide the IA Services in accordance with this Contract.
- 4. DURATION
  - 4.1. The Operator shall commence with the performance of its duties on the Effective Date.
  - 4.2. The appointment shall continue for 15 years from the Effective Date, unless terminated early in accordance with clause 42 below or extended in accordance with clause 4.3.
  - 4.3. The Municipality shall have the right to extend the contract for a further 5 years, provided that 12 months written notice is given to the Operator prior to the expiry of the 15 year period, and the Operator accepts the extension of the Contract period.
- 5. HAND-OVER
  - 5.1. The Parties acknowledge that the hand-over will be a process rather than an event. Recognising the importance of continuity of water services delivery by the Municipality, the Operator and the Municipality agree that they shall co-operate in the period prior to and after the Effective Date to facilitate an efficient hand over of Function, Transferred Employees, and the Bulk Works to the Operator.
  - 5.2. The Operator shall have a period of 3 months to develop the Annual Plan for the period ending 30 June 2016 (the first Annual Plan). This shall include the Asset Register; the Technical Specifications; the Energy Management Plan; the Prevention and Emergency Plan; the Operations and Maintenance Plan; the Training and Development Plan; the Performance Indicators, including the updated base line for measurement of performance based on the Municipality's existing; the Pricing Schedule; the Organisational Plan; any IA Services for the period ending June 2016; any support services required from the Municipality; and any other thing relevant to the Contract and performance of the parties.
  - 5.3. During the first 3 months from the Effective Date there shall be a phased approach to the hand-over of operations, including the supply of chemicals, maintenance, parts and staff. The parties shall work closely together to ensure uninterrupted service delivery. In the event that costs are incurred by either party on behalf of the other party during the hand-over period, these shall be reconciled, agreed, and set-off on the Operator's invoices.
  - 5.4. If both parties are reasonably satisfied that the obligations in relation to the transfer of the Function, Transferred Employees and Bulk Works to the Operator, have been reasonably fulfilled, they shall sign the first Annual Plan for the period ending June 2016 and it shall be deemed to replace the Annexures; and shall be appended to the Contract to form part of the Contract.
- 6. VARIATION
  - 6.1. The parties acknowledge that the scope of the Function will vary through the effluxion of time and accordingly the roles and responsibilities of the Parties will need to be adapted.
  - 6.2. Provided it is related to the Bulk Works and the Function, and subject to the Regulatory Provisions, the scope of the Function may be varied by written agreement between the Parties.
  - 6.3. In the event that the Municipality wishes to vary the scope of the Function –
    - 6.3.1. the Municipality shall be obliged to give the Operator reasonable notice thereof, giving details of the proposed variation, the reason therefore, and the

- scope of Function the Operator would be required to render;
- 6.3.2. the Municipality and the Operator will meet as soon as possible after the notice mentioned in clause 6.3.1 to discuss the variation proposed by the Municipality having regard to the following matters–
- 6.3.2.1. the impact on water services delivery and the Municipal Plans;
  - 6.3.2.2. the impact on the existing Function and Bulk Works;
  - 6.3.2.3. the impact on roles and responsibilities of the Municipality and the Operator;
  - 6.3.2.4. the impact on the Asset Register;
  - 6.3.2.5. the impact on the Performance Indicators and Penalties;
  - 6.3.2.6. the impact on the Organisational Plan;
  - 6.3.2.7. the impact on the Pricing Schedule;
  - 6.3.2.8. any other issue which is relevant.
- 6.4. Where variation is required as a result of Regulatory Provisions not reasonably foreseen at the Effective Date, the impact of the Regulatory Change shall be assessed by the Parties and the Annual Plan updated by agreement between the Parties.
- 6.5. The Annual Plan shall be updated to address the change in scope of the Function agreed to between the parties and the associated Pricing Schedule.
- 6.6. The Municipality shall have the right to bench mark and or test value for money of the proposed pricing to the Operator's competitively tendered rates in response to the RFP (as escalated) and the market, before accepting the Pricing Schedule.
- 6.7. Where no agreement can be reached, the parties shall continue to implement the then current Annual Plan.

#### PART C: SCOPE

7. THE FUNCTION
- 7.1. The Operator shall, with effect from the Effective Date, be responsible for the Function.
- 7.2. The Function shall be undertaken by the Operator in accordance with the Annual Plan, so as to achieve the Technical Specifications.
- 7.3. The Function includes repairs and maintenance, Large Repairs and Maintenance and Emergency Repairs and Maintenance:
- 7.3.1. Repairs and maintenance is covered in the Operator Fee;
  - 7.3.2. Large Repairs and Maintenance Projects shall be identified and prioritised by the Operator in the Annual Plan. The Operator shall define the Large Repairs and Maintenance Projects and propose and motivate the project and present three quotes for the Municipality to approve one quote. The authorised quotation will be implemented and costs as actually incurred by Operator recovered in the month following the occurrence of expenditure (provided that it shall not be more than the authorised quote).
  - 7.3.3. Emergency Repairs and Maintenance shall be addressed by the Operator in Emergency Situations and if it qualified as a Large Repair and Maintenance project, the actual cost will be recovered in the month following the occurrence of the expenditure.
  - 7.3.4. All repairs and maintenance must be guaranteed for at least three months or per the specification.
- 7.4. The Operator is responsible for managing its own accounting, financial management and budgeting in relation to the undertaking of the Function in terms of this Contract.
8. IA SERVICES
- 8.1. The Municipality may request the Operator to implement bulk work projects related to the Function.

- 8.2. The IA Services exclude any aspect of the Function.
- 8.3. In the event that the Municipality wishes to request the Operator to render IA Services –
- 8.3.1. the Municipality shall give the Operator reasonable notice thereof, giving details of the proposed appointment, the reason therefore, and the scope of IA Services the Operator would be required to render;
- 8.3.2. the Municipality and the Operator will meet as soon as possible after the notice mentioned in clause 8.3.1 to discuss the proposed appointment by the Municipality having regard to the following matters–
- 8.3.2.1. the scope of the IA Services required;
- 8.3.2.2. the impact on water services delivery and the Municipal Plans;
- 8.3.2.3. the impact on the existing Function and Bulk Works;
- 8.3.2.4. the roles and responsibilities of the Municipality and the Operator;
- 8.3.2.5. the impact on the Asset Register;
- 8.3.2.6. the scheduling of the IA Fee;
- 8.3.2.7. any other issue which is relevant.
- 8.4. The Annual Plan shall be updated to address the IA Services agreed to between the parties.
9. STRATEGIC PLANNING
- 9.1. To assist the Municipality with its water services delivery planning function, the Operator shall provide information and insights relevant to the Function and the Bulk Works as reasonably requested by the Municipality.
- 9.2. The Operator shall provide information and insights relevant to the interface between the Function and the Municipality's water services delivery strategic planning processes.
- 9.3. The Municipality shall provide the Operator with all relevant Municipal Plans to inform the Annual Plan of the Operator.
10. EMERGENCY
- 10.1. In Emergency Situations, the Operator shall take reasonable steps to continue to undertake the Function.
- 10.2. The Operator shall within 3 (three) months after the Effective Date, submit to the Municipality for comment, a Prevention and Emergency Plan that will include methods and procedures to be implemented in the future for preventing and addressing Emergency Situations. The Operator shall be obliged to continually review the Prevention and Emergency Plan, and at least annually present any necessary amendments thereto to the Municipality for its approval.
- 10.3. The Municipality shall review the Prevention and Emergency Plan or any suggested amendment thereto submitted, within 1 (one) month after it was submitted to it. The Municipality shall be deemed to have reviewed the Prevention and Emergency Plan or any amendment thereto if no comment is received from the Municipality within the 1 (one) month period specified in this clause 10.3.
11. SUPPORT SERVICES
- 11.1. The Municipality shall account for, and charge to the Operator, any costs incurred by the Municipality in respect of services, other than in fulfilment of its obligations under this Contract, rendered to the Operator not provided for in this Contract, on an arms-length basis, at prices to be negotiated and agreed to between the Municipality and the Operator as part of the annual planning process.
- 11.2. Such services may include the use of Municipality personnel and premises on an ad hoc basis provided that it is agreed in advance in the Annual Plan.
- 11.3. In the event that such agreement is reached, it shall be recorded as a written agreement and included in the Annual Plan and shall govern performance indicators required by the Operator of the Municipality.

12. ANNUAL PLAN
- 12.1. The Operator shall be responsible for the preparation, control, management and execution of the Annual Plan for each Financial Year.
- 12.2. The Annual Plan shall address for the relevant Financial Year:
- 12.2.1. The Asset Register;
  - 12.2.2. The Technical Specifications;
  - 12.2.3. The Energy Management Plan;
  - 12.2.4. The Prevention and Emergency Plan;
  - 12.2.5. The Operations and Maintenance Plan;
  - 12.2.6. The Training and Development Plan;
  - 12.2.7. The Performance Indicators, including the updated base line for measurement of performance based on the previous Financial Years performance and the Penalties;
  - 12.2.8. The Pricing Schedule;
  - 12.2.9. Any IA Services required by the Municipality;
  - 12.2.10. Any Support Services required from the Municipality; and
  - 12.2.11. Any other thing relevant to the Contract and performance of the parties.
- 12.3. The Municipality shall indicate the IA Services and proposed variations to the Function by end August every year.
- 12.4. The Operator shall prepare and submit the Annual Plan for the following Financial Year to the Municipality by the end of September every year, taking into consideration the Municipality's proposals in 12.3 (if any) and the Municipal Plans and the previous year's Annual Plan.
- 12.5. The Municipality and the Operator shall meet and discuss the proposals by 15 October every year. In this period, the Municipality must either approve the plan or propose amendments with accompanying reasons or suggest alternative proposals, failing which the Municipality shall be deemed to have accepted the proposals.
- 12.6. The parties acknowledge that the process of Annual Planning is to give effect to the obligation of the Operator to show progressive improvement (per 13.4) and to escalate the Pricing Schedule per the Escalation Factor. In the absence of any proposals in terms of 12.3 and agreement in terms of 6, there shall be no negotiation required.
- 12.7. The draft Annual Plan for the following Financial year shall be finalised between the parties by end October every year to inform the Municipality's MFMA budgeting and planning process.
- 12.8. Once agreed between the parties, and the Municipal budget has been approved by Council, the Annual Plan shall be an addendum to the Contract and shall regulate the parties for the relevant Financial Year. In the event that there is not sufficient budget allocated by Council, the Annual Plan shall be reviewed and re-aligned.
- 12.9. If a variation on Function is, or IA Services are, required outside of the planning process referred to in clauses 12.3 to 12.8 the Annual Plan shall be updated by agreement between the parties. In the event that agreement cannot be reached, the dispute provisions below shall be implemented.
- 12.10. In considering a proposed Annual Plan, the Municipality may at its own cost undertake a bench-marking study which compares the Operator's proposals to inform the Municipality's responses to the proposals.
- 12.11. Any existing Annual Plan shall endure, and shall continue to be implemented by the Operator, until a new Annual Plan finalised.
- 12.12. Once approved by the Municipality, the Annual Plan is binding on the Parties.

## PART D: PERFORMANCE AND CONDUCT

13. PERFORMANCE INDICATORS
- 13.1. The Operator must undertake the Function to achieve the Technical Specifications.
- 13.2. The Performance Indicators as at the effective Date are set out in Annexure B: Performance Indicators.
- 13.3. The Operator shall report on its achievement of the Performance Indicators to the Municipality at the reporting intervals indicated in the Annual Plan, and consolidate the overall assessment the previous 12 month Performance Report to be submitted in August.
- 13.4. The base line for the measurement of the Performance Indicators shall be established in the 3 month hand over period (see clause 5 above), and there after annually in the in the Annual Plan (see clause 12 above). There must be progressive improvement in the base-line.
14. PENALTIES
- 14.1. Penalties will be levied against the Operator for not achieving the Performance Indicators with reference to the base-lines agreed to in an Annual Plan.
- 14.2. Penalties will not be levied in the first 3 (three) months of the Contract unless otherwise stated in the base lines in the Annual Plans.
- 14.3. The base-line against which performance of the Operator will be measured by the Municipality will be agreed to in the Annual Plan. The Annual Plan will also include exclusions that are beyond the scope or control of the Operator.
- 14.4. Upon becoming aware of non-compliance by the Operator with Performance Indicators, the Municipality shall indicate its intention to levy a penalty in writing, with reasons. The Operator shall respond with 2 (two) days.
- 14.5. In the event that the Operator:
- 14.5.1. fails to demonstrate to the reasonable satisfaction of the Municipality that the Performance Indicators are being achieved; or
- 14.5.2. fails to justify to the reasonable satisfaction of the Municipality why the Performance Indicators are not being met; and
- 14.5.3. provides no plan to the reasonable satisfaction of the Municipality to improve its performance,
- then:
- 14.5.4. the Operator shall be in breach of its obligations under the Contract and the Municipality may elect to exercise its rights under clauses 40 to notify the Operator of breach; and
- 14.5.5. penalties shall be enforced in accordance with clause 14.
- 14.6. If the breach of the Operator is as a result of:
- 14.6.1. non-performance by the Municipality, the Municipality shall do what is necessary with 5 (five) days of notice of non-performance to ensure that performance occurs;
- 14.6.2. force majeure, the provisions of clause 41 shall apply; and
- 14.6.3. councillor or staff member of the Municipality failing to comply with the Code of Conduct in Schedules 1 and 2 to the Systems Act, the Operator shall give written notice to the Municipal Manager setting out reasonable particulars of such action and its likely consequences to the Function and Operator.
- 14.7. If the breach occurs as a result of 14.6,
- 14.7.1. no Penalties shall apply against the Operator;
- 14.7.2. the Municipal Manager shall be advised.
- 14.8. Where the Operator's performance is reliant on the counter-performance of the Municipality, and the Municipality has not performed, the Operator shall not be penalised.

- 14.9. Both parties shall endeavour to rectify non-performance as quickly as possible in the circumstances.
- 14.10. The maximum aggregate of Penalties that may be levied against the Operator in a Financial Year will be capped at 15% of the annual fixed charges of the Operator Fee as stated in the Pricing Schedule.
15. REGULATORY COMPLIANCE AND MUTUAL CO-OPERATION
- 15.1. The Parties shall execute their respective businesses, and undertakings and obligations arising in accordance with this Contract in compliance with all relevant Regulatory Provisions, including but not limited to applying for necessary approvals, consents, licenses or permits, where required.
- 15.2. Each Party shall, on the reasonable request of the other, do what it reasonably can to assist the requesting Party in complying with all applicable Regulatory Provisions and where such compliance requires any action, undertake such assistance timeously and properly.
- 15.3. The Municipality and Operator shall consult from time to time with regard to any assistance or advice which the Operator may require in connection with fulfilling any of its obligations in terms of this Contract. The Municipality shall further timeously provide the Operator with such information as it may reasonable require to enable it to comply with any of the Operator's obligations in terms of this Contract.
16. BY-LAWS AND POLICIES
- 16.1. The Operator shall comply with the Municipality's by-laws and policies to the extent that these apply to it, and the Operator shall discharge the Municipality's obligations, in terms of its by-laws and policies on its behalf, in terms of this Contract.
- 16.2. The Municipality undertakes timeously, on request of the Operator or otherwise, to promulgate by-laws and adopt all policies necessary to enable the Operator to comply with its duties and obligations and to exercise its rights in a financially and operationally sustainable manner in terms of this Contract.
17. ACCESS TO INFORMATION
- 17.1. The Operator shall record and maintain a complete record of compliance to its contractual duties and obligations by the use of appropriate computer software and suitable hard copy storage.
- 17.2. Each party or its duly authorised representative shall have the reasonable right to use and access all plans, manuals, databases, inventories, surveys, financial and other records and analyses compiled by the other party in accordance with this Contract or in the other party's possession both during the Contract and after termination of this Contract.
- 17.3. Each party undertakes to ensure that its information technology systems are reasonably compatible with the information technology system of the other.

#### PART E: REMUNERATION

18. PRICING
- 18.1. The Operator will be remunerated for undertaking the Function and the delivering the IA Services as set out in Pricing Schedule.
- 18.2. Operator Fee:
- 18.2.1. The Operator Fee due for undertaking the Function is:
- 18.2.1.1. a fixed monthly fee as per the Pricing Schedule; and
- 18.2.1.2. a volume based fee per water treatment work dependant on the treated volumes per month as per the Pricing Schedule;
- 18.2.1.3. a volume based fee per waste water treatment work on inflow (subject to impact of extraordinary storm water) as per the Pricing Schedule;
- 18.2.1.4. any payments for Large Repairs and Maintenance Projects;
- 18.2.1.5. the Salary Contribution as per the Pricing Schedule and 18.3;

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- 18.2.1.6 any adjustments due.
- 18.2.2 The Operator Fee will be subject to:
- 18.2.2.1 annual escalation as per clause 19;
- 18.2.2.2 mechanism for penalising partial failure of the availability and performance of the Function, by means of imposing Penalties as per clause 14;
- 18.2.2.3 variation as per clause 6.
- 18.2.3 The Operator undertakes that the remuneration is deemed sufficient to provide for everything for the Operator's undertaking to meet the Technical Specification.
- 18.2.4 The Pricing Schedule shall be updated annually in accordance with the annual planning process as set out in clause 12.
- 18.3. The Salary Contribution:
- 18.3.1 The Salary Contribution is a fixed annual amount that the Municipality will contribute to the Operator's fixed remuneration as agreed upon and set out in the Pricing Schedule and it will be paid out monthly in equal payments in arrears.
- 18.3.2 The Salary Contribution is fixed for the contract duration, subject to the following:
- 18.3.2.1 The Salary Contribution will escalate annually as per 18.2 below.
- 18.3.2.2 Variation as a result of scope change to the Function by the Municipality or unforeseen changes to Regulatory Provisions will be subject to 6 above.
- 18.3.2.3 The actual cost of post-retirement benefits (the cost of medical aid contribution after retirement) and the cost of long service awards calculated as per the SALGBC standard terms and conditions will be funded by the Municipality as and when the cost is incurred by the Operator in respect of Transferred Employees only. The Operator will raise the costs as they incur in its Annual Plan and invoice the Municipality monthly in arrears for the actual cost incurred.
- 18.3.3 The parties record the Operator's acceptance of the following risks including:
- 18.3.3.1 Attaining regulatory compliance as required as at the Effective Date over a period of three years from the Effective Date, including without limitation GNR 2834 of 27 December 1985 Regulations in terms of section 26 read in conjunction with section 12A of the Water Act, 1956 (Act 54 of 1956 for the erection, enlargement, operation and registration of water care works (as amended in 1986);
- 18.3.3.2 The cost of future salary increases for Transferred Employees that attain higher qualifications;
- 18.3.3.3 The trainability of Transferred Employees;
- 18.3.3.4 The mobility of staff to locate to other works to aid the attaining of regulatory compliance.
- 18.4. IA Fee for delivering the IA Services:
- 18.4.1 6% (six percent) mark up on actual direct costs (excluding VAT) incurred by the Operator on implementing a project as agent of the Municipality.
- 18.4.2 Payment of the IA Fee shall be made monthly in arrears as per the activity schedule agreed to in the Annual Plan and actual costs incurred.
- 18.5. Save a specifically envisaged in clauses 18.2 and 18.4 the Operator shall not be entitled

to any compensation and/or reimbursement in respect of the undertaking of the Function or delivery of the IA Services.

19. ESCALATION

- 19.1. Subject to 19.2 and 19.3, the prices in the Pricing Schedule shall automatically escalate annually in advance by the Escalation Factor.
- 19.2. The Salary Contribution shall be escalated annually at the then relevant published South African Local Government Bargaining Council escalation rate. The schedule of posts and associated costs, benefits and notch increases captured in Annexure A: Pricing Schedule, shall be used to simulate and inform the escalation of the annual Salary Contribution.
- 19.3. If deemed necessary by the Operator, the Operator may, as part of the Annual Plan, make a written submission to the Municipality in respect of the actual escalation of the monthly fixed cost which occurred in the preceding 12 month period, as well as the escalation which is expected to occur during the forthcoming Financial Year.
- 19.3.1. The submission must include sufficient detail of the escalation factors which the Operator has taken into consideration and sufficient data in respect of the actual cost increases experienced by the Operator.
- 19.3.2. The submission shall be considered as part of the approval of the Annual Business Plan process.
- 19.3.3. If it not approved by the Municipality, the Escalation Factor shall apply.
- 19.4. The % IA Fee shall not be subject to escalation.
- 19.5. The Escalation Factor shall be applied effective from 1 July of every Financial Year.

20. INVOICING & PAYMENT

- 20.1. The Operator shall by the 20th of each month submit a valid tax invoice with details addressing:
- 20.1.1. the Operator Fee per clause 18.2;
- 20.1.2. the A Fee per clause 18.4 (if any);
- 20.1.3. less Penalty certificates per clause 14 (if any);
- 20.1.4. less Municipality Support Charges per clause 11 (if any);
- 20.1.5. any adjustments agreed;
- 20.1.6. VAT and other taxes claimed; and
- 20.1.7. all monthly and quarterly reports due.
- 20.2. Once the reports are received and the invoice is approved, the Municipality shall pay within 30 days.

PART F: ASSETS

21. THE BULK WORKS

- 21.1. The Municipality owns the Bulk Works and shall continue to own the Bulk Works for the duration of the Contract.
- 21.2. The Municipality hereby makes available the Bulk Works to the Operator. The Municipality hereby grants the Operator the right of unrestricted access to and use of the Bulk Works for the duration of the Contract in order to execute its obligations under the Contract.
- 21.3. The Bulk Works is made available voetstoots at the Effective Date and no warranties are given by the Municipality in this regard.
- 21.4. The Operator shall be responsible for the management of the Bulk Works to achieve the Technical Specifications and in accordance with the Annual Plan, in order to render the Bulk Works and the Function operational and efficient.
- 21.5. The Operator agrees that the Municipality shall have access to the Bulk Works to undertake its water services authority function and to monitor the performance of the Operator. This includes access to the testing and laboratory facilities at the Bulk Works. The Municipality undertakes that access will be managed so as not to interfere with the

Operator's undertaking of the Function.

- 21.6. The Parties acknowledge that, but for this Contract, this right of access and obligation to operate and maintain the Bulk Works would not be granted, and that on termination or expiry of this Contract, the right of access and obligation to operate and maintain, shall automatically terminate.

## 22. OFFICES

- 22.1. The Operator is to provide for its own accommodation for its management team for the duration of the Contract, at its own risk.
- 22.2. The Municipality supports the Operator's proposal to build new offices on the Municipality's property and that the Operator operate out of the new offices whilst the Contract is in force.
- 22.3. The Operator shall submit the proposed plans for the new offices to the Municipality for approval of the design concept of the new office building prior to commencing building.
- 22.4. The Operator undertakes to build and operate the new office building at its own cost and risk. All building permits, requirements, approvals and regulations shall be complied with by the Operator. The Operator shall insure the new office buildings.
- 22.5. The Operator undertakes not to interfere with the Municipality's business at the Municipality's existing offices during construction or operating from the new office building on the Municipality's property.
- 22.6. The Municipality undertakes not to interfere with the Operator's right to operate out of the new office buildings.
- 22.7. The Municipality assumes no risk or responsibility for any costs associated with the new office building and operating of the new office building howsoever arising for the duration of the Contract.
- 22.8. The new office building shall accede to the land of the Municipality. On termination of the Contract risk in the new office building shall transfer to the Municipality at no cost to the Municipality.

## 23. THE TECHNICAL ASSET REGISTER

- 23.1. The Operator shall within three (3) months of the Effective Date, conduct a detailed assessment of all the Bulk Works (including structures, plant and equipment) and create, maintain and update a comprehensive technical asset register for purposes of this Contract.
- 23.2. The technical Asset Register shall be updated annually as part of the annual planning process as set out in Clause 12 and submitted with the Annual Plan.

## 24. INTELLECTUAL PROPERTY

- 24.1. Any discovery, invention, process or improvement made by the Operator, its employees or on behalf of the Operator by contractors or consultants in the course of undertaking the Functions shall be the intellectual property, whether registered or not, of the Municipality.
- 24.2. The ownership of and copyright in any intellectual property developed (whether registered or not) or documents (including reports, manuals, financial statements, budgets, research papers or letters) prepared by the Operator or any other employees of the Operator in terms of this Contract shall vest in the Municipality, and shall revert to the Municipality on termination of this Contract.
- 24.3. If the Operator uses third party licenses to enable the Operator to fulfil its obligations in terms of this Contract, it shall ensure that such use is properly licensed and register the interests of the Operator and ensure continuity of use of this third party intellectual property by the Municipality when this Contract is terminated.

## 25. OPERATIONAL RECORDS

The Operator must maintain and update during the currency of this Contract, in addition to any other reporting requirements required in the Regulatory Provisions, –

- 25.1. a record of its own operations, maintenance, inspections and technical auditing;

- 25.2. an asset register including the condition and geographical location of all components of the Bulk Works.
26. EFFICIENCY
- 26.1. The Operator is obliged to plan for, and undertake the Function in the most efficient, economical and affordable way, ensuring both the sustainability of itself, and the undertaking of the Function.
- 26.2. The Parties shall share in any benefit of savings achieved in terms of the Energy Management Plan, as set out in the Energy Management Plan.
- 26.3. The Municipality is likewise obliged to provide all reasonable assistance to the Operator in planning and undertaking the Function in the most efficient, economical and affordable way, ensuring the sustainability of the Bulk Works. The Municipality may not inhibit the fulfilment of any of the Operator's obligations or cause or suffer it to be done.
27. INSURANCE
- 27.1. The Municipality shall continue to insure the Bulk Works.
- 27.2. The Operator shall be obliged to ensure that insurance is effected and maintained from the Effective Date for the duration of the Contract, for the undertaking of the Function and all risks for which insurance is normally and reasonably available in regard to the undertaking of the Function as agreed annually in the Annual Plan.
- 27.3. The Operator shall notify the Municipality of all claims made for or against the Operator, stating the claim, the reason, and the quantum.

## PART G: PERSONNEL

28. TRANSFER
- 28.1. In accordance with s197(2) read with s197(3) of the Labour Relations Act (LRA) the Transferred Employees will transfer to the Operator on the Effective Date in accordance with terms and conditions of employment which shall on the whole be no less favourable than the conditions of Transferred Employees' terms and conditions of employment as at the date of transfer.
- 28.2.
- 28.3. It is expressly recorded that despite what the rules of the Transferred Employees' respective funds may provide the parties agree that encashment of the Transferred Employees members' share shall not be permitted.
- 28.4. The Operator's intention is that the Transferred Employees will become members of the Operator's pension provident, retirement or similar fund, and as such has agreed and undertaken to comply with the requirements of s197(4) of the Labour Relations Act. The level of respective employer and employee contributions shall continue as applied immediately prior to transfer.
- 28.5. It is further recorded that the Operator desires that the Transferred Employees who are currently members of medical aid schemes should become members of the Operator's recognised medical aid scheme. The Operator shall ensure that the respective employer and employee contributions are no less than those that applied immediately prior to transfer and that the benefits offered by the Operator's medical aid scheme immediately prior to transfer are on the whole no less favourable.
- 28.6. In accordance with s197(7) the Municipality and the Operator undertake that they will agree the valuation as at the date of transfer (the Effective Date)
- 28.6.1. the leave pay accrued to the Transferred Employees. The Municipality will be responsible for paying the leave pay accrued to the Effective Date and undertakes to pay the Transferred Employees at the end of the third month after the Effective Date, less any tax due. The parties will disclose the agreement in this respect to the Transferred Employees;
- 28.6.2. the severance pay that would have been payable to the Transferred Employees in the event of dismissal by reason of the Operator's operational requirements and shall also disclose to the Transferred Employees and their trade unions the provisions of the agreement.

- 28.6.3. It is recorded that both the Municipality and the Operator have undertaken to the Transferred Employees that none of the Transferred Employees will be retrenched or made redundant by reason of the transfer in terms of s197 of the Labour Relations Act.
- 28.7. The Operator undertakes that to the extent that the trade unions to which the Transferred Employees belonged prior to the Effective Date had binding collective agreements bestowing organisational rights only in respect of such Transferred Employees and the workplace in which they are currently employed, these will be recognised by the Operator.
- 28.8. The Operator undertakes to facilitate the establishment of a workplace forum for purposes of consultation and/or negotiation on workplace related issues and matters of mutual interest should the Transferred Employees and/or their respective trade unions request this.
- 28.9. It is recorded that there will be no decrease in existing remuneration or benefits of the Transferred Employees as a direct result of the transfer of the Transferred Employees to the Operator triggered by the coming into effect of this Agreement.
- 28.10. The Operator undertakes that any proposed changes to the current shift system applicable to the Transferred Employees will be consulted on with the transferred employees and their representative trade unions prior to implementation.
- 28.11. It is recorded that the Operator is contractually obliged to provide appropriate training to the Transferred Employees and the Operator agrees to honour this obligation and acknowledges that the Municipality will monitor the provision of such training.
- 28.12. It is recorded that the transferred employees currently enjoy the benefit of post-retirement medical aid funding by the Municipality. The Municipality agrees and undertakes to fund the provision of this benefit as and when Transferred Employees retire from the Operator's employ whilst this Agreement is in force provided that the benefit is still available to the Municipality's employees when a Transferred Employee retires, and that the level of funding of this benefit shall not be greater than that enjoyed by the Municipality's employees of equivalent status and remuneration to that of the retiring Transferred Employee.
- 28.13. The Operator undertakes to provide to the Transferred Employees, prior to transfer, a letter setting out the terms and conditions and benefits that will be available to each on transfer, and shall be provided with written contracts of employment setting out inter alia these terms, conditions and benefits, on transfer.
29. ORGANISATIONAL PLAN
- 29.1. Within 3 (three) months of the Effective Date the Operator shall propose an "Organisational Plan", drafted in consultation with the Municipality. The Organisational Plan shall define how the Transferred Employees and others will be accommodated in the Function, their roles and responsibilities, job descriptions and conditions of employment.
- 29.2. The parties agree that whilst the Organisational Plan will result in re-organisation it will not result in retrenchment, redundancy or decrease in existing remuneration benefits of the Transferred Employees at the time of implementation of the Organisational Plan. Vacant posts will be filled by the Operator where required by the Organisational Plan.
- 29.3. The Organisational Plan shall be submitted to the Municipality for review and comment. If no comment is received within 20 (twenty) days of submission, it shall be deemed accepted. If comment is received in that time, it shall be assessed by the Operator and incorporated unless expressly rejected as unreasonable by the Operator, with reference to the performance requirements in the Annual Plan.
- 29.4. Once it has been finalised, the key positions will be advertised and filled. Once the Transferred Employees are accommodated, preference will be given to Operator employees and then employees of the Municipality who apply. Only if there is no appropriate skill and expertise available from these two sources may the job be advertised externally. Preference will be given to the local community.
- 29.5. The Operator shall be responsible for paying employees their salaries and benefits.

**30. TRAINING**

- 30.1. The Operator shall plan for and provide a reasonably adequate and appropriate budget for staff training and development.
- 30.2. The Operator is to achieve regulatory compliance with regard to skills required for the Bulk Works within a period of three years from the Effective Date.
- 30.3. An annual employee professional development plan shall be submitted with the Annual Plan including a comprehensive training, development and succession planning programme to be designed and implemented by the Operator.
- 30.4. Every manager in the Operator will be responsible for the training and development of their subordinate staff, to provide opportunity for individual growth and to meet the needs of the Operator. This will be done in conjunction with the introduction of a performance management system which will monitor progress and identify training requirements of staff.

**31. CONTROL OF EMPLOYEE CONDUCT**

- 31.1. The Operator shall at all times ensure that sufficient suitable and appropriately qualified and experience personnel will be employed to perform as is required by this Contract. This requirement shall include ensuring that sufficient and adequate staff are on duty and/or available outside normal working hours to deal with such service requirements or emergencies as may occur. Without limiting the generality of the foregoing, the Operator shall ensure that all key personnel positions are filled as soon as reasonably possible as identified in the Organisational Plan.
- 31.2. The Municipality may only require the Operator to remove any employee or other personnel if it is permissible by law and because such personnel has engaged in conduct which is reasonably certain to result in a breach of any provision of this Contract.

**32. SAFETY AND SECURITY**

The Operator shall set up and maintain policies and procedures covering all matters relevant to performance under the Contract including without limitation discipline, grievance, equal opportunities and health and safety.

**PART H: CONTRACTING****33. ASSIGNMENT, TRANSFER, CESSION AND DELEGATION**

No Party shall be entitled to assign, transfer, cede or delegate any of its rights and obligations in terms of this Contract without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

**34. PROCUREMENT AND ECONOMIC EMPOWERMENT**

- 34.1. The Operator is solely responsible for independently procuring goods and services for the undertaking of its obligations in accordance with this Contract.
- 34.2. For the period ending 30 June 2017 the Operator is to use the Municipality's chemicals supply contract.
- 34.3. The Operator's procurement policy shall promote sustainable:
  - 34.3.1. broad-based black economic empowerment; and
  - 34.3.2. support of small and medium enterprises within the area of jurisdiction of the Municipality.

**35. SUB-CONTRACTING**

- 35.1. The Operator may, in its sole discretion, appoint consultants, contractors and suppliers to undertake any portion of its obligations in terms of this Contract, which appointment shall be at its own cost and risk. In making such appointments, preference shall be given to contractors local to the area in which the contract shall be executed.
- 35.2. The Operator may not sub-contract any of its rights, duties and obligations in terms of this Contract to the extent that the agreement in terms of which such rights, duties and obligations are sub-contracted does not terminate prior to or on the termination of this Contract, without the prior written consent of the Municipality first being obtained, which

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consent shall not unreasonably be withheld. In such circumstance, the Municipality may prescribe matters to be included or addressed in such sub-contract.

- 35.3. The appointment of any sub-contractor shall not release the Operator of its duties or obligations in terms of this Contract or in any way affect the Operator's responsibility in respect of fulfilling such duties and obligations.
- 35.4. The Operator shall keep records of all contracts entered into in connection with or associated with its rights, duties or obligations in terms of this Contract and shall on request provide information in respect thereof to the Municipality.

#### PART I: DISPUTE RESOLUTION

#### 36. INTERDICT AND URGENT RELIEF

The provisions of clauses 37, 38 and 39 will apply except where an interdict is sought or urgent relief may be obtained from a court of competent jurisdiction on reasonable grounds.

#### 37. AMICABLE SETTLEMENT

- 37.1. If any dispute arises in terms of this Contract the parties shall try to resolve it. If it cannot be resolved, it shall be referred to the Municipal Manager of the Municipality and the Chief Executive Officer of the Operator who shall meet within 10 (ten) days of written notice of the dispute being given to reach an amicable settlement.
- 37.2. If the Municipal Manager and the Chief Executive Officer do not or cannot resolve the dispute within 10 (ten) days of the referral, or they fail to meet within the 10 (ten) day period, then either Party may immediately indicate its written intention to refer the dispute to expert determination in terms of clause 38.2 or arbitration in terms of clause 39.

#### 38. EXPERT DETERMINATION

- 38.1. Where a dispute arises in respect of the determination of any matter in the Contract that requires the intervention of an expert, the provisions of clause 38.2 shall apply.
- 38.2. The dispute shall be referred to an appropriately experienced expert appointed by agreement between the parties who shall be, if the matter in dispute relates primarily -
- 38.2.1. to an accounting or financial matter, a practicing chartered accountant of not less than 10 (ten) years standing as such;
  - 38.2.2. to, *inter alia*, engineering, construction, technical or other similar matter a practicing professional engineer of not less than 10 (ten) years standing as such; or
  - 38.2.3. to a legal matter, a practicing Attorney or Advocate of not less than 10 (ten) years standing as such.
- 38.3. If the Parties cannot agree on the identity of the expert timeously, the parties shall refer the matter to the President of the relevant professional body to nominate the expert.
- 38.4. The expert, who shall not act as an arbitrator, shall have the fullest and freest discretion with regard to the proceedings, save where any clause of this Contract confines the discretion of the expert.
- 38.5. The determination of the expert shall be final and binding on the Parties, save that if any determination is manifestly unjust and if a court determines what a just and equitable valuation would be, the Parties shall be bound by such a modified valuation.
- 38.6. The expert shall determine the liability for his charges.
- 38.7. The Parties shall use their best endeavours to ensure that the decision of the expert is rendered within 10 (ten) days after the dispute has been referred to him.

#### 39. ARBITRATION

- 39.1. If amicable settlement of a dispute is not reached in terms of clause 37 above, either Party shall be entitled by giving 10 (ten) days written notice to the other Party to require that the dispute be settled by arbitration. The arbitration shall be held:
- 39.1.1. at Hermanus unless otherwise agreed by the Parties;
  - 39.1.2. in a summary manner, that is, on the basis that it shall not be necessary to

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- observe or carry out either the usual formalities or procedures as prescribed by any relevant arbitration legislation or rules of evidence in South Africa;
- 39.1.3. with legal representation if required by either of the Parties; and
- 39.1.4. as soon as is reasonably practicable in the circumstances and with a view to it being completed within 30 (thirty) days of the dispute being referred to the arbitrator in terms of clause 39.1. The Parties hereby undertake to use their best endeavours to procure the expeditious completion of the arbitration.
- 39.2. The arbitrator shall be a person agreed to between the Parties within 10 (ten) days after the notice in clause 39.1 has been given, failing that, an appropriately experienced person nominated by the President of the relevant professional body subject to the following provisions –
- 39.2.1. if the question in issue relates primarily to an accounting or financial matter, the arbitrator shall be a practicing chartered accountant of not less than 10 (ten) years standing as such;
- 39.2.2. if the question in issue relates primarily to, *inter alia*, engineering, construction, technical or other similar matter, the arbitrator shall be a practicing professional engineer of not less than 10 (ten) years standing as such; or
- 39.2.3. if the question in issue relates primarily to a legal matter, the arbitrator shall be a practicing Attorney or Advocate of not less than 10 (ten) years standing as such.
- 39.3. Immediately after the arbitrator has been appointed, he may be called upon by either of the Parties to fix a date for the arbitration proceedings to be held and to settle the procedure and manner in which proceedings shall be held.
- 39.4. The arbitrator or his representative shall be entitled to investigate or cause to be investigated any matter, fact or thing which he considers necessary or desirable in connection with the dispute. The Parties to the dispute shall co-operate with the arbitrator by providing all reasonably relevant information, plans, manuals, databases, inventories, surveys, financial and other records and analyses compiled by either Party in accordance with this Contract as may be in their possession upon request.
- 39.5. The arbitrator shall –
- 39.5.1. decide the matters submitted to arbitration according to South African law, taking into account where appropriate all relevant market-related factors and having regard to all relevant evidence and circumstances;
- 39.5.2. make an award or orders relating to the subject matter of the dispute including a grant of interim relief and the costs of the arbitration or relating to any other matter arising therefrom; and
- 39.5.3. give his award in writing, fully supported by reasons.
- 39.6. The Parties irrevocably agree and undertake that any award, ruling or order made by the arbitrator –
- 39.6.1. shall be final and binding upon them;
- 39.6.2. may at the option of either party be made an order of the division of the High Court of South Africa to which jurisdiction the Parties are subject; and
- 39.6.3. the arbitrator shall have the power to give default judgment if any party fails to make submissions on due date or fails to appear at the arbitration, provided that reasonable notice has been given to Parties to make their submission or appearances.
- 39.7. The provisions of this clause 39 are severable from the rest of this Contract and shall remain in effect even after this Contract is terminated for any reason.
- 39.8. The Parties irrevocably consent to comply with the provisions of this clause 39 and neither Party shall be entitled to withdraw from or claim at any such proceedings that it is not bound by these provisions or by any ruling or procedure laid down in terms of such provisions.

- 39.9. No dispute arising from this Contract shall entitle the other party to discontinue or suspend the execution or exercise of any of its powers, rights, duties or obligations in terms of this Contract, pending the settlement of the dispute.

**PART J: BREACH, FORCE MAJEURE & TERMINATION**

**40. BREACH**

- 40.1. If any Party commits a breach of this Contract after the Effective Date and should the other Party wish to claim specific performance or damages or both from the defaulting Party in respect of such breach, then prior to the latter Party exercising such right, it shall deliver a written notice to the defaulting Party notifying it of the breach giving rise to such right and requesting the defaulting Party to remedy the breach in question within a period of 15 (fifteen) days (or such longer period stipulated in the notice if the breach in question cannot reasonably be remedied by the defaulting Party within a 15 (fifteen) day period), and should the defaulting Party fail to remedy the breach within such period then the Party giving notice may institute legal proceedings to claim specific performance or damages or both, as the case may be. If any damages are claimed, the defaulting Party shall not be absolved from performing such acts, until payment of the damages has been received.
- 40.2. If the defaulting Party again commits a breach in respect of which the other Party has previously instituted legal proceedings and successfully claimed damages or specific performance in terms of clause 40.1 as a result of legal proceedings, the breach shall be deemed to be a material breach if the defaulting Party fails to remedy the breach within the 15 (fifteen) day notice period given in terms of clause 40.1 and the other Party shall at its election be entitled to terminate the Contract (or part thereof).
- 40.3. Prior to the Party invoking any right to terminate this Contract in terms of clause 40.2, it shall deliver a further written notice to defaulting Party notifying it of the material breach giving rise to such right and requesting the defaulting Party to remedy the breach in question within a further period of 7 (seven) days (or such longer period stipulated in the notice if the breach in question cannot reasonably be remedied by the defaulting Party within a 7 (seven) day period) and stating the intention to terminate the Contract (or part thereof if relevant).
- 40.4. Should the defaulting Party fail to remedy the material breach in question within the period reflected in the notice, the termination process referred to in clause 42 shall commence.

**41. FORCE MAJEURE**

- 41.1. For the purposes of this Contract, force majeure shall be any relevant event, occurrence, circumstance or condition (including viz major, causus fortuitus or act of State) beyond the control of the Parties which could not have been reasonably foreseen when the Contract was entered into and which, despite the exercise of diligent efforts, could not have been prevented, limited or minimised and which results in either of the Parties not being able to comply with all or a material part of its obligations under this Contract. It may include without limitation:
- 41.1.1. war, civil war, insurrection, rebellion, revolution, armed conflict or terrorism riot, commotion, civil disorder, strike or lock-out by persons, other than the Operator's own personnel and those of their sub-contractors;
  - 41.1.2. any act of God, including extra-ordinary flood, drought, lightning, earthquake and the impact of meteorites;
  - 41.1.3. a consequence arising from or inherent in the design, specification or defective materials of the existing Bulk Works; and
  - 41.1.4. material adverse governmental action through changes in the Regulatory Provisions, or in the judicial or official government interpretation of such Regulatory Provisions after the Contract becomes legally effective.
- 41.2. The Party claiming relief from performance shall be relieved from liability under this Contract to the extent that by reason of the Force Majeure event it is not able to perform all or a material part of its obligations under this Contract.
- 41.3. Where a Party is or claims to be affected by an event of Force Majeure it shall take all reasonable steps to mitigate the consequences of such an event upon the performance of its obligations under this Contract, resume performance of its obligations affected by the

event of Force Majeure as soon as is practicable and use all reasonable endeavours to remedy its failure to perform.

- 41.4. The Party claiming relief shall serve written notice on the other Party within 10 (ten) days of it becoming aware of the relevant event of Force Majeure. Such initial notice shall give sufficient details to identify the particular event claimed to be an event of Force Majeure.
- 41.5. A subsequent written notice shall be served by the Party claiming relief on the other Party within a further 10 (ten) days which shall contain such relevant information relating to the failure to perform (or delay in performing) as is available including the effect of the Force Majeure on the ability of the Party to perform, the action being taken to mitigate, the date of the occurrence of the events of Force Majeure and an estimate of the period of time required to overcome it and/or its effects.
- 41.6. The Party claiming relief shall notify the other as soon as the consequences of the event of Force Majeure have ceased and when performance of its affected obligations can be resumed.
- 41.7. If, following the issue of any notice referred to in clause 41.4, the Party claiming relief receives or becomes aware of any further information relating to the event of Force Majeure and/or any failure to perform, it shall submit such further information to the other Party as soon as reasonably possible.
- 41.8. The Parties shall endeavour to agree any modifications to this Contract which may be equitable having regard to the nature of an event or events of Force Majeure, unless the impact is such that the essence of the Contract is made impossible to achieve in which case the Contract may be terminated as more fully set out in 42.

## 42. TERMINATION

- 42.1. The termination of this Contract may occur at the instance of the Municipality and on a date specified in writing by the Municipality:
  - 42.1.1. where any judgment has been granted which is not subject to appeal or review, or if it is, where such an appeal or review is not diligently pursued, for the winding up or judicial management of the Operator;
  - 42.1.2. if the Operator defaults under any agreement for the payment of money, where the creditor obtains judgment against Operator in an amount exceeding R 500 000 (five hundred thousand rand);
  - 42.1.3. if, subject to clause 41 and the Prevention and Emergency Plan, the Operator fails in the undertaking of the Function to such an extent that there is significant widespread danger to public health, which will be presumed to be the case if the Operator fails to undertake the Function for a continuous period of 5 (five) days;
  - 42.1.4. by reason of Force Majeure which goes to the essence of the Contract as set out in 41; or
  - 42.1.5. by reason of an unremedied material breach as set out in clause 40.
- 42.2. The parties acknowledge that termination of this Contract will be a process rather than an event and undertake in good faith to work together efficiently to ensure as far as reasonably possible an uninterrupted operation and maintenance of the Bulk Works.
- 42.3. The termination process shall be initiated by a notice from either Party who has the right to deliver such notice in accordance with clauses 40 and 41, or 6 (six) months prior to the expiry of the Contract. This notice shall trigger a "transitional phase".
- 42.4. During the transitional phase triggered in terms of clause 42.3:
  - 42.4.1. the Municipality shall determine whether the business (including without limitation the employees, operational assets, liabilities and IT licenses) of the Operator is to transfer as a going concern to the Municipality or its nominee, and the consequences of such decision;
  - 42.4.2. the parties shall agree on a "hand back process" which is cost-effective, efficient, orderly and designed to ensure an uninterrupted operation and maintenance of the Bulk Works and delivery of the IA Services;

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- 42.4.3. the Operator shall continue to undertake the Function in accordance with the Contract until the Municipality or its nominee have taken control of the provision of the Services.
- 42.5. This Contract shall terminate on a date or an occurrence of an event agreed between the parties or if no such date or event is agreed between the parties when a new operator is appointed by the Municipality.
- 43. EFFECT OF TERMINATION
  - 43.1. On the date of termination of the Contract as referred to in clause 42.5 -
    - 43.1.1. the rights and obligations of the Operator in respect of undertaking the Function shall terminate;
    - 43.1.2. the rights and obligations of the Operator in relation to the Bulk Works shall terminate;
    - 43.1.3. the Bulk Works owned by the Municipality together with all requisite licenses shall be returned and handed over to the Municipality in good condition of use and operation, fair wear and tear excepted, based on the premise that the Bulk Works is an integral system that must be returned to the Municipality in proper functioning order;
    - 43.1.4. the obligations of the Operator under this Contract as well as the staff and Bulk Works, shall be transferred at no additional cost to the Municipality in accordance with the instructions of the Municipality;
    - 43.1.5. all the records, plans, specifications, engineering documents, operation procedures, utility location plans, recorded maps, license, permit and contracts associated with or connected to the Bulk Works and the undertaking of the Function shall be handed over to the Municipality; and
    - 43.1.6. all monies due and payable by either Party to the other shall be settled.

PART K: GENERAL

- 44. GOOD FAITH AND CO-OPERATION
  - 44.1. The Parties hereby undertake to exercise good faith in all dealings with one another arising out of the negotiation, conclusion, implementation and termination of this Contract and undertake to take such steps as may be reasonably necessary in order to ensure the successful implementation and fulfilment of this Contract.
  - 44.2. The Parties shall at all times co-operate with each other to facilitate the prompt and successful completion of their obligations in terms of this Contract.
- 45. LIABILITY
  - 45.1. Subject to terms stated in this Contract, the Operator undertakes and assumes the responsibility for the undertaking of the Function and provision of the IA Services at its own risk and will be liable to the Municipality for the fulfilment and discharge of its obligations and requirements in respect of the Function with effect from the Effective Date.
  - 45.2. The Operator shall not assume any of the liabilities of the Municipality that arose prior to the Effective Date and the Municipality shall indemnify the Operator against any losses, damages, injury or costs, charges, penalties, levies, fines and expenses of whatsoever nature suffered by the Operator, its employees, agents, contractors or representatives which are connected to, based on, or arising from any such liabilities or against any actions or claims demands, proceedings, damages, costs, charges and expenses of whatsoever nature by any third party of whatsoever nature whether brought before or after the Effective Date and which are connected to, based on, or arising from any such liabilities, and the Operator will not be held responsible for such liability.
  - 45.3. Subject to clause 45.2, the Operator shall, with effect from the Effective Date and during the currency of this Contract -
    - 45.3.1. take all reasonable precautions for the protection of life and property on and about or in any way connected with the whole or any part of undertaking the Function and the Bulk Works;

- 45.3.2. indemnify and not hold the Municipality accountable for any losses, claims, demands, proceedings, damages, costs, charges and expenses of whatsoever nature in respect of injury to or death of any person or loss of or damage to any part of the Bulk Works or any person or property arising from or attributable to any act or omission of the Operator, its employees or agents, unless such injury, death, loss or damage was caused in whole or in part due to any act or omission of the Municipality its employees or agents, contractors or any other person for whom it may be liable in law; and
- 45.3.3. report all material occurrences in terms of this paragraph to the Municipality within 3 (three) business days of becoming aware of such occurrence.
- 45.4. Subject to clause 45.2, the Municipality shall with effect from the Effective Date not be liable to third parties for the discharge of any obligations which the Operator is responsible for in terms of this Contract.
- 45.5. The Operator will be obliged to intervene and shall assume responsibility in respect of any action or right that is instituted against the Municipality in respect of any act or omission of the Operator or any person for whom it may be liable in law in respect of the Bulk Works or the provision or failure to undertake the Function or provide the IA Services in terms of this Contract that may occur after the Effective Date.
46. **EXCLUSION OF CONSEQUENTIAL LOSS FOR DIRECT DAMAGES**  
Neither Party shall be liable for any indirect, special or consequential loss or damage of any kind whatsoever or howsoever caused (whether arising under contract, delict or otherwise and whether the loss was actually foreseen or reasonably foreseeable), sustained by the other party, including but not limited to any loss of profits, loss of operation time, loss of information or loss of contracts.
47. **PREVENTION OF CORRUPTION**  
The Parties hereby undertake to identify Corrupt Action and to take all reasonable steps to prevent employees, sub-contractors, agents or anybody under their control and the employees, sub-contractors, agents of the other party or anybody under the other party's control from involvement in Corrupt Action.
48. **FAILURE TO REACH AGREEMENT**  
Where it is specified in this Contract that certain matters are to be agreed between the Parties, failure to reach agreement in respect of such matter will not affect the validity and enforceability of the remaining provisions of this Contract.
49. **SEVERABILITY**  
Any provision in this Contract which is or may become illegal, invalid or unenforceable in any jurisdiction affected by this Contract shall, as to such jurisdiction, be ineffective to the extent of such prohibition or un-enforceability and shall be treated *pro non scripto* and severed from the balance of this Contract, without invalidating the remaining provisions of this Contract or affecting the validity or enforceability of such remaining provisions.
50. **GOVERNING LAW**  
The interpretation, implementation and termination of this Contract will be in accordance with the laws of South Africa which shall, for all purposes of this Contract, be the governing law of this Contract.
51. **CONSENT TO JURISDICTION**  
The Parties agree that any legal action or proceeding arising out of any proceedings in terms of arbitration or in respect of any interdict or urgent relief in terms thereof may be brought in the High Court of South Africa (Cape Local Division) (or any successor to that court) and irrevocably submit to the exclusive jurisdiction of such court. Each appoints a person (at the address chosen as its *domicilium citandi et executandi*) to receive for and on its behalf service of process in such jurisdiction in any legal action or proceedings with respect to this Contract. The Parties irrevocably waive any objection they may now or hereafter have that such action or proceeding has been brought in an inconvenient forum. Nothing herein shall affect the right to serve process in any manner permitted by law.
52. **PRESERVATION OF THE POWERS AND DUTIES OF THE MUNICIPALITY**

Nothing in this Contract shall curtail the statutory powers of the Municipality in its capacity as the water services authority and provider as defined in the Water Services Act in respect of the provision of water services in any manner whatsoever.

53. CONTRACT BINDING ON SUCCESSORS-IN-TITLE

53.1. This Contract shall be binding on any successor in title of the Operator and any successor in title of the Municipality.

53.2. The Operator shall not be construed as giving rise to a partnership or quasi-partnership.

54. DOMICILIUM CITANDI ET EXECUTANDI

54.1. The Parties choose as their *domicilia citandi et executandi* for all purposes under this Contract, whether in respect of court process, notices or other documents or communications of whatsoever nature (including the exercise of any option), the following addresses –

54.1.1. **Municipality:**

Attention:	Municipal Manager
Physical Address:	Magnolia Avenue Hermanus
Postal Address:	P O Box 20 Hermanus 7200
Telephone No:	028 313 8000

54.1.2. **Operator:**

Attention:	Chief Executive Officer: Operator
Physical Address:	Unit 7 Riverside Industrial Park, 25 Textile Street, Paarl, 7646
Postal Address:	P O Box 7240 Noorder Paarl 7623
Telephone No:	021 871 1877

54.2. Any notice or communication required or permitted to be given in terms of this Contract shall be valid and effective only if in writing, but it shall be competent to give notice by telefax.

54.3. Notwithstanding anything to the contrary herein contained a written notice or communication actually received by a party shall be an adequate written notice or communication to it notwithstanding that it was not sent to or delivered at its chosen *domicilium citandi et executandi*.

55. WHOLE AGREEMENT, NO AMENDMENT

55.1. This Contract including the annexures constitutes the whole agreement between Parties relating to the subject matter hereof. No representations, warranties or other terms and conditions of whatever nature not contained or recorded herein have been made or agreed to.

55.2. No amendment or consensual cancellation of this Contract or any provision or term hereof or of any agreement, bill of exchange or other document issued or executed pursuant to or in terms of this Contract and no settlement of any disputes arising under this Contract and no extensions of time, waiver or relaxation or suspension of or agreement not to enforce or to suspend or postpone the enforcement of any of the provisions or terms of this Contract or of any agreement, bill of exchange or other document issued pursuant to or in terms of this Contract shall be binding unless recorded in a written document signed by the Parties. Any such extension, waiver or relaxation or suspension which is so given or made shall be strictly construed as relating strictly to the matter in respect whereof it was

made or given.

- 55.3. No extension of time or waiver or relaxation of any of the provisions or terms of this Contract, bill of exchange or other document issued or executed pursuant to or in terms of this Contract, shall operate as an estoppel against any Party in respect of its rights under this Contract, nor shall it operate so as to preclude such Party thereafter from exercising its rights strictly in accordance with this Contract.
- 55.4. To the extent permissible by law no Party shall be bound by any express or implied term, representation, warranty, promise or the like not recorded herein, whether it induced the Contract or whether it was negligent or not.

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56. SIGNATURES

- 56.1. This Contract is signed by the parties on the dates and at the places indicated below.
- 56.2. This Contract, together with its annexures, may be executed in several counterparts, each of which shall together constitute one and the same document.
- 56.3. The persons signing this agreement in a representative capacity warrant their authority to do so.

DATE            PLACE            WITNESS            SIGNATURE

For: **OVERSTRAND LOCAL MUNICIPALITY**

\_\_\_\_\_

For: **VEOLIA WATER SOLUTIONS &  
TECHNOLOGIES SOUTH AFRICA (PTY) LTD**

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## ANNEXURE A: PRICING SCHEDULE

A) Fixed Monthly Rates				
Ref no	ITEM	No of months	Fixed rate pm (excluding VAT)	TOTAL
A	GENERAL			
<b>A.1</b>	<b>FIXED CHARGES WASTEWATER TREATMENT WORKS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.1.1	Hawston WWTW: O&M	12	R 19 220.00	R 230 640.00
A.1.2	Hermanus WWTW: O&M	12	R 46 830.00	R 561 960.00
A.1.3	Stanford WWTW: O&M	12	R 18 225.00	R 218 700.00
A.1.4	Gansbaai WWTW: O&M	12	R 26 250.00	R 315 000.00
A.1.5	Kleinmond WWTWL O&M	12	R 23 170.00	R 278 040.00
<b>A.1</b>	<b>SUBTOTAL A.1</b>			<b>R 1 604 340.00</b>
<b>A.2</b>	<b>FIXED CHARGES WATER TREATMENT WORKS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.2.1	Preekstoel WTW: O&M	12	R 432 920.00	R 5 195 040.00
A.2.2	Buffels River WTW: O&M	12	R 17 680.00	R 212 160.00
A.2.3	Franskraal WTW: O&M	12	R 54 740.00	R 656 880.00
A.2.4	Pearly Beach WTW: O&M	12	R 3 760.00	R 45 120.00
A.2.5	De Kelders WTW: O&M	12	R 5 075.00	R 60 900.00
A.2.6	Stanford WTW: O&M	12	R 115.00	R 1 380.00
A.2.7	Baardskeedersbos WTW: O&M	12	R 4 890.00	R 58 680.00
A.2.8	Kleinmond WTW: O&M	12	R 35 660.00	R 427 920.00
A.2.9	Buffeljags WTW: O&M	12	R 135.00	R 1 620.00
<b>A.2</b>	<b>SUBTOTAL A.2</b>			<b>R 6 659 700.00</b>

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A) Fixed Monthly Rates				
Ref no	ITEM	No of months	Fixed rate pm (excluding VAT)	TOTAL
A.3	<b>FIXED CHARGES SURFACE WATER SOURCES</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.3.1	Monthly charge for all surface water sources combined	12	R 38 300.00	R 459 600.00
A.3	<b>SUBTOTAL A.3</b>			<b>R 459 600.00</b>
A.4	<b>FIXED CHARGES BOREHOLE PUMPS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.4.1	Monthly charge for all borehole pumps combined	12	R 2 725.00	R 32 700.00
A.4	<b>SUBTOTAL A.4</b>			<b>R 32 700.00</b>
A.5	<b>FIXED CHARGES SURFACE WATER PUMPSTATIONS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.5.1	Monthly charge for all surface water pump stations combined	12	R 22 810.00	R 273 720.00
A.5	<b>SUBTOTAL A.5</b>			<b>R 273 720.00</b>
A.6	<b>FIXED CHARGES BULK WATER PIPELINES</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.6.1	Monthly charge for all bulk water pipelines combined	12	R 74 210.00	R 890 520.00
A.6	<b>SUBTOTAL A.6</b>			<b>R 890 520.00</b>

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A) Fixed Monthly Rates				
Ref no	ITEM	No of months	Fixed rate pm (excluding VAT)	TOTAL
<b>A.7</b>	<b>FIXED CHARGES RESERVOIRS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.7.1	Monthly charge for all reservoirs combined	12	R 25 060.00	R 300 720.00
<b>A.7</b>	<b>SUBTOTAL A.7</b>			<b>R 300 720.00</b>
<b>A.8</b>	<b>FIXED CHARGES SEWER PUMPSTATIONS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.8.1	Monthly charge for all sewer pumpstations	12	R 28 760.00	R 345 120.00
<b>A.8</b>	<b>SUBTOTAL A.8</b>			<b>R 345 120.00</b>
<b>A.9</b>	<b>FIXED CHARGES BULK SEWER PIPELINES</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.9.1	Monthly charge for all sewer pipelines combined	12	R 63 250.00	R 759 000.00
<b>A.9</b>	<b>SUBTOTAL A.9</b>			<b>R 759 000.00</b>

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B) Variable Rates based on Overstrand Chemicals Contract					
Ref no	ITEM		No of months	Rate per kl (excluding VAT)	TOTAL (for year)
B	<b>VARIABLE CHARGES (Based on OM Chemicals contract)</b>				
B.1	<b>VARIABLE CHARGES WASTEWATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to deliver undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl received	
B.1.1	Hawston WWTW	10 490	12	R 0.36	R 45 316.80
B.1.2	Hermanus WWTW	227 490	12	R 0.20	R 545 976.00
B.1.3	Stanford WWTW	14 170	12	R 0.43	R 73 117.20
B.1.4	Gansbaai WWTW	35 190	12	R 0.18	R 76 010.40
B.1.5	Kleinmond WWTW	42 920	12	R 0.10	R 51 504.00
	<b>SUBTOTAL B.1</b>				<b>R 791 924.40</b>
B.2	<b>VARIABLE CHARGES WATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to deliver undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl treated water received by Overstrand	
B.2.1	Preekstoel WTW: O&M	334 340	12	R 0.24	R 962 899.20
B.2.2	Buffels River WTW: O&M	73 700	12	R 0.83	R 734 052.00
B.2.3	Franskraal WTW: O&M	81 610	12	R 4.13	R 4 044 591.60
B.2.4	Pearly Beach WTW: O&M	15 850	12	R 0.94	R 178 788.00
B.2.5	De Kelders WTW: O&M	46 420	12	R 0.42	R 233 956.80
B.2.6	Stanford WTW: O&M	24 640	12	R 0.03	R 8 870.40
B.2.7	Baardskeerdersbos WTW: O&M	970	12	R 4.97	R 57 850.80
B.2.8	Kleinmond WTW: O&M	63 080	12	R 0.55	R 416 328.00
B.2.9	Buffelsjags Bay	140	12	R 0.00	R 0.00
	<b>SUBTOTAL B.2</b>				<b>R 6 637 336.80</b>

Note: if the cession of Overstrand Municipality's chemicals contract to Veolia for the remainder of the contract period is not successful, the amounts for chemicals supplied by Overstrand Municipality will be deducted from payments due to Veolia for the function.

<b>C) Variable Rates based on Veolia's own chemical supply</b>					
Ref no	ITEM		No of months	Rate per k (excluding VAT)	TOTAL (for year)
<b>C</b>	<b>VARIABLE CHARGES (Based on own Chemicals supply)</b>				
<b>C.1</b>	<b>VARIABLE CHARGES WASTEWATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl received	
C.1.1	Hawston WWTW	10 490	12	R 0.28	R 35 246.40
C.1.2	Herranus WWTW	227 490	12	R 0.18	R 491 378.40
C.1.3	Stanford WWTW	14 170	12	R 0.36	R 61 214.40
C.1.4	Gansbaai WWTW	35 190	12	R 0.15	R 63 342.00
C.1.5	Kleinmond WWTW	42 920	12	R 0.07	R 36 052.80
	<b>SUBTOTAL C.1</b>				<b>R 687 234.00</b>
<b>C.2</b>	<b>VARIABLE CHARGES WATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl treated water received by Overstrand	
C.2.1	Preekstoel WTW: O&M	334 340	12	R 0.22	R 882 657.60
C.2.2	Buffels River WTW: O&M	73 700	12	R 0.76	R 672 144.00
C.2.3	Franskraal WTW: O&M	81 610	12	R 3.73	R 3 652 863.60
C.2.4	Pearly Beach WTW: O&M	15 850	12	R 0.82	R 155 964.00
C.2.5	De Kelders WTW: O&M	46 420	12	R 0.27	R 150 400.80
C.2.6	Stanford WTW: O&M	24 640	12	R 0.02	R 5 913.60
C.2.7	Baardskeedersbos WTW: O&M	970	12	R 4.22	R 49 120.80
C.2.8	Kleinmond WTW: O&M	63 080	12	R 0.52	R 393 619.20
C.2.9	Buffelsjags Bay	140	12	R 0.00	R 0.00
	<b>SUBTOTAL C.2</b>				<b>R 5 962 683.60</b>

D.1	PROVISIONAL SUMS		Veolia: Provisional Sum (excluding VAT)
D.1.1	Provisional capital sum for equipment or major repairs (in excess of R50 000 per incident) as may be required by the Employer	Sum	R 350 000.00
D.1.2	Provisional sum for upgrading of facilities	Sum	R 200 000.00
	<b>SUBTOTAL (OM chemicals)</b>		<b>R 19 304 681.20</b>
	Contingencies (5%)		R 965 234.06
	<b>SUBTOTAL 1</b>		<b>R 20 269 915.26</b>
E.	<b>SALARY CONTRIBUTION (OM STAFF COSTS)</b>	Sum	<b>R 13 283 247</b>
	<b>SUB TOTAL 2 (Estimated value of contract for 2015/2016, excluding VAT)</b>		<b>R 33 553 162.26</b>
	14% VAT ON SUBTOTAL 1		R 2 837 788.14
	<b>TOTAL TENDER SUM FOR YEAR 1 (Estimated value of contract for 2015/2016, including VAT, for 12 months)</b>		<b>R 36 390 950.40</b>
<b>F. VEOLIA: TENDERED IMPLEMENTING AGENT FEE</b>			
	Veolia % Implementing Agent Fee		<b>6 %</b>

**Notes:**

1. The total is the annual amount for the period 2015/16. The Operator will only be paid from the Effective Date of the Contract for the remainder of the 2015/16 Financial Year.
2. The amounts in D.1.1 and D.1.2 are indicative amounts which will be drawn against as and when costs are incurred by the Operator and invoiced.
3. Provisional sum D.1.1. will be determined annually and budgeted for by the Municipality in accordance with the requirements of the Function as determined in the Annual Plan.
4. Provisional sum D.1.2 is only applicable in the first year.
5. The fixed cost contribution for salary costs of posts associated with the Function as at October 2014 (E) will be paid out monthly in 12 equal payments. This amount will be escalated yearly based on the SALGBC increases and the schedule below will be used for the calculation.
6. The Salary Contribution determination was based on the assumption that SALGBC will apply a 6.1 % average increase from 1 July 2015 and the amounts in the schedule reflects this assumption.

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**SCHEDULE: SALARY CONTRIBUTION COST BASE 2015**

**Note:**

1. Schedule to be used only for determination of annual escalation of Salary Contribution.
2. The Salary Contribution determination was based on the assumption that SALGBC will apply a 6.1 % average increase from 1 July 2015 and the amounts in the schedule reflects this assumption.
3. Costs and benefits of the posts in the schedule to be escalated and increased as per annual published SALGBC increases.

Job	Full Position	Salary	Overtime	Bonus	Need	Howing	Standby	Light	ACT	Caplaine	ESB	IF	Medical	Freeliner	Group	Prov	Bargaining	Multi-levy	CHRONICAL	SCHEDULE	
	level			allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance	allowance
300	PHILIPS PA	229189	13131	18073	0	0	3552	0	0	0	5100	0	3785	47754	41254	3024	0	81	2863	5130079	
301	PHILIPS M	230000	13500	18421	0	0	3290	0	0	0	5100	0	3741	37374	31286	1085	0	81	1754	3127274	
302	SMITH P	224442	10599	14109	0	0	17053	717	0	0	0	0	1711	26763	31040	1091	0	81	1740	3882556	
303	JOHNS J	174417	6099	14109	0	0	10799	311	260	0	0	0	1771	38905	32607	0	0	81	1729	386256	
304	GRAYS S	87230	2607	7102	1000	0	3177	600	11655	0	0	0	3100	10028	15701	645	0	81	1069	380234	
305	GRAYS S	87230	2607	7102	0	0	4252	0	0	0	5100	0	3638	31251	41286	1122	0	81	3063	3313116	
306	MARSH D	229643	18731	18872	0	0	37260	0	0	0	5100	0	3728	37374	47962	1953	0	81	3708	3353116	
307	HENCKE I	284234	57713	37795	0	0	0	0	0	0	3223	2765	34259	50165	30960	0	0	81	2081	389272	
308	PARAGANOVY	228897	18925	19281	0	0	42789	0	0	0	2709	0	3785	29650	34532	1418	0	81	1959	411445	
309	SULLIVANS J	193466	88928	19287	0	0	4924	0	18089	0	0	0	3643	36133	0	0	0	81	1623	3272709	
310	THOMAS M	154974	54877	12014	0	0	19759	311	3007	0	0	0	3841	2721	0	0	0	81	1729	326675	
311	PLAQUES DM	171817	6877	14109	0	0	0	17064	0	0	0	0	17515	1232	18311	0	0	81	1741	385191	
312	PHILIPS GA	158714	80156	12744	0	0	0	10613	0	0	0	0	2608	128	0	0	0	81	1741	385191	
313	PHILIPS GA	173101	90606	14109	0	0	0	12908	0	0	0	0	2608	128	0	0	0	81	1741	385191	
314	SARRETT J	132532	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
315	MOLIM	133640	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
316	SCOBEL CC	133640	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
317	MAYERHO M	133640	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
318	SMITH RC	133640	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
319	SMITH RC	133640	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
320	MARIC	133640	16913	9187	0	0	0	13432	0	0	0	0	2807	1100	0	0	0	81	1134	227215	
321	TAYLOR HE	231409	8239	9262	0	0	0	30275	0	0	5100	0	5638	1785	32390	0	0	81	1134	433770	
322	HENDRICKS F	173101	4053	14109	0	0	0	26844	0	0	0	0	1785	17313	20078	1273	0	81	1893	386543	
323	GRUBER HD	173101	4053	14109	0	0	0	26844	0	0	0	0	1785	17313	20078	1273	0	81	1893	386543	
324	TAYLOR T	70794	5992	6344	0	0	0	4131	0	0	0	0	823	0	13075	562	0	81	767	188918	
325	MAYERHO M	78662	12954	6485	0	0	0	13778	0	0	0	0	1095	99046	14395	383	0	81	841	160773	
326	SMART RM	86365	13312	7139	0	0	0	10790	0	0	0	0	1095	17113	13546	618	0	81	1028	151229	
327	FELIX Q	81175	22852	6972	0	0	0	12847	0	0	0	0	902	0	14972	615	0	81	841	1430095	
328	JARVIS M	74317	0	6189	0	0	0	0	0	0	0	0	805	0	13377	549	0	81	754	96072	
329	WINDA C I	118939	45467	9957	0	0	0	26183	0	0	0	0	1208	2672	2751	983	0	81	1216	233806	
330	MAYHUGA L	86500	19697	6671	0	0	0	15187	0	0	0	0	1208	1894	42310	635	0	81	1006	157244	
331	KINGD RM	86185	20220	6972	0	0	0	13019	0	0	0	0	111	0	15150	532	0	81	832	167985	
332	FORNS D O	130318	45041	8031	0	0	0	30161	0	45459	0	0	111	0	18400	376	0	81	1046	167985	
333	KROUKAMP M	171755	15217	24109	0	0	0	25234	0	2186	0	0	1714	11889	38517	1270	0	81	1060	252844	
334	FORNS D O	15989	48488	7668	0	0	0	0	0	0	0	0	981	0	0	0	0	81	934	107398	
335	FORNS D O	86713	43897	7139	0	0	0	0	0	0	0	0	981	0	0	0	0	81	934	107398	
336	ALLENHARS CL	96470	48000	8039	0	0	0	0	0	0	0	0	981	0	0	0	0	81	934	107398	
337	VAHRTVA	89241	0	7686	0	0	0	0	0	0	0	0	981	0	0	0	0	81	934	107398	
338	XHRTI M	89241	26511	7686	0	0	0	0	0	0	0	0	981	0	0	0	0	81	934	107398	
339	ARRIS DM	88271	14587	5213	0	0	0	43952	0	21460	0	0	566	0	14088	662	0	81	2012	342714	
340	ROTHA K	183323	50049	15348	0	0	0	0	0	0	0	0	1785	0	33384	1371	0	81	2012	342714	
341	MAKONGA V	86711	36099	7139	0	0	0	31070	0	0	0	0	338	0	15008	641	0	81	874	160162	
342	MAHANGU F	87749	15448	7139	0	0	0	0	0	0	0	0	338	0	15008	641	0	81	885	128870	
343	OLONGWAMA M	87749	0	713	0	0	0	0	0	0	0	0	338	0	15008	641	0	81	885	128870	
344	MAHANGU F	288604	40143	4056	0	0	0	1871	0	0	0	0	963	0	10799	649	0	81	885	128870	
345	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
346	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
347	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
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350	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
351	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
352	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
353	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
354	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
355	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
356	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
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358	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
359	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
360	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
361	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
362	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
363	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
364	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
365	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
366	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
367	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
368	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
369	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
370	MARI-MANA TN	85538	12015	7139	0	0	0	0	0	0	0	0	963	0	10799	649	0	81	1096	200441	
371	MARI-MANA TN	85538																			

## ANNEXURE B: PERFORMANCE INDICATORS

[Note: Base lines for measuring performance to be established in Hand Over period and agreed in first Annual Plan and annually thereafter]

	KEY PERFORMANCE AREA	KEY PERFORMANCE INDICATOR	Measure	Frequency	Penalty
1	Blue Drop Status	Achieve and maintain status for each water scheme	Blue Drop	Annually	2% of the previous Financial Years Annual Operator Fee for the scheme that did not achieve that scheme's target agreed in the Annual Plan, or R50 000, whichever is the greater.
2	Water quality	Compliance with Regulatory Standards (SANS 241)	Percentage of compliance	Monthly	100% of the pro rate monthly Fixed Charges due for the treatment work for period when the sample was taken until proven to comply; provided that the feed water quality and quantity is within the design limits, and funding for prioritised and related Large Repair and Maintenance projects has been approved by the Municipality.
3	Green Drop Status	Achieve and maintain status for each waste water scheme	Green Drop	Annually	2% of the previous Financial Years Annual Operator Fee for the waste water scheme that did not achieve that scheme's target agreed in the Annual Plan, or R50 000, whichever is the greater.
4	Waste Water Quality	Achievement of Regulatory standards (Department of Water and Sanitation)	Monthly tests	Monthly	100% of pro rata monthly Fixed Charges due for the treatment work for the period when the sample was taken until proven to comply, for the treatment work where there is non-compliance; provided that the feed water quality and quantity is within the design limits, and funding for prioritised and related Large Repair and Maintenance Projects has been approved by the Municipality.
5	Treatment Capacity (WTW)	Production capacity managed to exceed demand (up to design capacity)	Interruptions in supply	Monthly	100% of Operator Fee due for the treatment work pro rata for period when the supply is interrupted; provided that the feed water quality and quantity is within the design limits, and funding for prioritised and related Large Repair and Maintenance Projects has been approved by the Municipality.
6	Treatment Capacity (WWTW)	Treatment capacity managed to exceed demand (up to design capacity)	Inflow volumes treated to the required standards	Monthly	100% of Operator Fee due for the treatment work pro rata for the period when the treatment process is interrupted; provided that the feed water quality and quantity is within the design limits, and funding for prioritised and related Large Repair and Maintenance Projects has been approved by the Municipality.
7	Planned Maintenance	Maintenance undertakings in Operations and	Plan submitted and accepted by	Annually	Operator to be liable for all and any costs from issues arising that are routine maintenance and were not.

	KEY PERFORMANCE AREA	KEY PERFORMANCE INDICATOR	Measure	Frequency	Penalty
		Maintenance Plan undertaken	Municipality and maintenance undertakings achieved		addressed as part of Plan
8	Water Efficiency	Water losses managed per facility as per Operations and Maintenance Plan	Water meter reading report per facility	Monthly	Volume lost in excess of base line loss to be deducted from variable volume based fee
9	Electricity Efficiency	Energy consumption per facility managed as per Energy Management Plan and with the aim of achieving improved energy efficiency	Electricity meter reading report per facility	Monthly	Any proven saving in the cost of energy obtained by operational improvements implemented by the Operator will be shared equally by the Operator and the Municipality.  Operator to be liable for actual additional cost of consumption in excess of planned consumption should there be a future deterioration in performance due to lack of proper management
10	Pump Station Failure	Overflows managed	Per spillage incident	Monthly	R10 000 per day; provided that the design of the system, the redundant capacity and the installed back-up power are sufficient in accordance with industry norms
11	Complaints which can be related to the Function	Number of complaints directly related to Function minimised	Number of complaints	Monthly	Report only
12	Reporting	Routine reporting and meetings with Municipality undertaken	Meetings and Reports	Monthly or as is contractually agreed	0.5% of monthly fixed fee if reporting not undertaken in a required period
13	Contract Management	Contract and Annual Plan updated and implemented	Contract and Annual Plan	Annually or as is required	0.5% of monthly fixed fee per month that Annual Plan is not updated as per contractual process
14	Health and Safety compliance	Health and Safety Incidents managed	Compliance with regulatory provisions	Monthly	Operator to be liable for costs from issues arising that were not addressed as part of Annual Plan for account of Operator
15	Training and Development	Employee training and development undertaken	Plan submitted and accepted by Municipality and undertakings in Plan achieved (including the plan to achieve Regulatory compliance over 3 years)	Annually	Penalty equal to annual budget not spent by Operator as planned for; provided that the handover issues in regard to the Transferred Employees are not the cause of the delays.

APPENDIX: REQUEST FOR PROPOSAL

ANNEXURE G  
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**WATER AND WASTE WATER  
TREATMENT WORKS CONTRACT:  
MFMA REPORT TO COUNCIL – 4 JULY 2015**

27057KD0/R20 – 1

[JULY 2015]

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## OVERSTRAND MUNICIPALITY

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### PROJECT 27057KD0/R20 - OVERSTRAND MUNICIPALITY

REV	DESCRIPTION	ORIG	REVIEW	WORLEY-PARSONS APPROVAL	DATE	CLIENT APPROVAL	DATE
		C Liberberg	JT Human	JCF Prins	2015-07-16		



**OVERSTRAND MUNICIPALITY  
WATER AND WASTE WATER TREATMENT WORKS CONTRACT: ASSESSMENT REPORT**

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**ABBREVIATIONS**

Contract	The contract to be concluded between the Municipality and the Operator in regard to the Works
DWS	Department of Water & Sanitation or its successor in title
HR	Human Resource
IA	Implementing Agent
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
LLF	Local Labour Forum
MFMA	Municipal Finance Management Act
Operator	the successful bidder to undertake the Project
O&M	Operation and Maintenance
Procurement	
Process	The process undertaken by the Municipality to procure the Operator
RFQ	Request for Qualification
RFP	Request for Proposal
SALGBC	South African Local Government Bargaining Council
Stakeholders	National and Provincial Treasury, Department of Water and Sanitation and national Department responsible for local government
S78	Section 78 of the Municipal Systems Act 2000
Technical Report	The report describing the Works attached to the RFP
WSA	Water Services Authority
Works	The WTW and WWTW in scope of the Project, as described in the Technical Report
WTW	Water Treatment Works
WWTW	Waste Water Treatment Works

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**OVERSTRAND MUNICIPALITY  
WATER AND WASTE WATER TREATMENT WORKS CONTRACT: ASSESSMENT REPORT**

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**1. REPORT OBJECTIVE**

Duly authorised by Council resolution of January 2014, the Municipality has made public its intention to enter into a 15 year contract in regard to the operations and maintenance of its water and waste water treatment works in its area of jurisdiction, and initiated a procurement process.

Because the proposed contract is for more than three years, and because the right to use, control and manage the Municipality's water and waste water treatment works will vest in an operator, the Municipality must comply with S33 of the Local Government: Municipal Finance Management Act No. 56 of 2003; and with the Local Government: Municipal Finance Management Act Municipal Asset Transfer Regulations No. R. 878 published in Government Gazette No. 31346 on 22 August 2008.

The objective of this report is to present Council with the Contract in its final form and to seek resolution of Council that the contract may be signed by the Municipal Manager.

**2. BACKGROUND**

**2.1 S78**

Overstrand Local Municipality is the water services authority and water services provider for its area of jurisdiction. To enable the Municipality to meet the growing demand for services, it has invested in upgrading infrastructure and technology associated with the bulk infrastructure (water purification and waste water treatment plants and pump stations).

The Municipality undertook an investigation in terms of s78 of the Local Government: Municipal Systems Act into the way in which it is structured to deliver water services to its community. Council took an s78 (2) decision in January 2014 to continue to deliver water services by way of an internal mechanism. In other words, the water services provide (WSP) mechanism continues to vest directly in Overstrand Municipality, who will continue to operate the reticulation works and be directly accountable to the community for water services delivery.

The s78 assessment did however reveal potential long-term challenges with regard to the operations and maintenance of the bulk water and waste water treatment works, in particular, the need to sustain access to and affordability of the skills and expertise to operate the technology and bulk works.

**2.2 Council decision**

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After considering a number of factors, including the views of organised labour, Council resolved in January 2014 in terms of s78(2) of the Municipal Systems Act as follows:

1. That the outcome of the independent assessment be noted;
2. That the comments received from organised labour be noted;
3. That the continuation of water services delivery by way of an internal mechanism be approved;
4. That it be approved in principle that a competently skilled and experienced operator be contracted to operate and maintain the Water Treatment Works and Waste Water Treatment Works;
5. That the Director: Infrastructure & Planning be delegated to:
  - 5.1 Undertake a more detailed study to inform the bid specifications;
  - 5.2 Initiate the procurement process;
  - 5.3 Report back with regard to the implications of future financial commitments in terms of s33 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).

See Annexure: Council Resolution.

### **2.3 Impact of Council decision**

Water services delivery to the community will be delivered by a WSP mechanism structured as an internal Department within the Municipal structures. In other words from the community's perspective the municipal services delivery mechanism continues to be the Municipality. The s78 (2) decision is thus the final decision in regard to the structuring of the WSP municipal services delivery mechanism and there is no need to proceed in terms of s78 (3).

The Municipality must allocate sufficient capacity to deliver services by way of an internal WSP Mechanism.

In its capacity as water services authority, the Council continues to set the policies, by-laws and tariffs in regard to the municipal services delivery.

The operations and maintenance of the Works is a function which supports municipal services delivery. In itself, the operation and maintenance of the bulk works is not a municipal service to the community. The Council has authorised that the feasibility of the proposed Contract for the O&M of the Works be tested. The Director: Infrastructure and Planning was delegated to undertake a study to inform the bid specifications;


**OVERSTRAND MUNICIPALITY  
WATER AND WASTE WATER TREATMENT WORKS CONTRACT: ASSESSMENT REPORT**

initiate the procurement process; and report back with regard to the implications of the Local Government: Municipal Finance Management Act, 2003 (MFMA).

In discussion, National and Provincial Treasury have confirmed that the transaction is not a public private partnership. Nor would the transaction constitute privatisation as the assets remain with the Municipality and the Municipality remains accountable for the function. Privatisation would in effect divest the Municipality from any responsibility in regard to the assets or function. In this case the Municipality has a vested interest in that it owns the assets and in order to ensure service delivery, and it must take steps ensure that the bulk works are operated and maintained optimally, and that it has step in rights if the operator does not perform in accordance with the Contract.

### 3. PROGRESS

This report is written as at 4 July 2015. In implementing the Council resolution in 2.2 above, the following actions have been undertaken:

- The water and waste water treatment works were identified and a technical report was developed identifying the Works and subsidiary assets that will be in scope of the Contract.
- In anticipation of the impact on staff, the Local Labour Forum (LLF) was voluntarily engaged and a working group was constituted in March 2014. A terms of reference for the Working Group was agreed in June 2014 and regular engagements were facilitated to ensure information dissemination; Identify potentially impacted employees; Identify options for potentially impacted employees; Identify legal consequences of options and implementation risks. There was regular progress reports to the LLF. Communication was initiated with potentially affected employees. From May 2015 IMATU mandated direct engagement but SAMWU instructed that there was to be no engagement with SAMWU members.
- Stakeholders were informed of the outcome of Council's decision and the proposed approach in June 2014. The Department of Water And Sanitation acknowledged receipt. A discussion was held with National and Provincial Treasury in July 2014.
- A request for pre-qualification was issued by the Municipality's Supply Chain Management Unit from August 2014 and a compulsory bidders' briefing was held on 2 September 2014 at which all potential bidders registered on the attendance register. Closing date for submission was 26 September 2014. The purpose of the RFQ process was to establish the skills, experience, capacity and credentials of interested parties. See Annexure: RFQ.

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**WATER AND WASTE WATER TREATMENT WORKS CONTRACT: ASSESSMENT REPORT**

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- Of the 8 bids received, 4 bidders were prequalified after assessment of their technical competencies and all four were considered as quite capable from a technical perspective to execute a project of this nature and extent.
- The 4 short listed bidders were issued with the Request for Proposal (RFP) on 3 December 2014. See Annexure: RFP
- A bidders' briefing was held on 10 December 2014 where all four Bidders were present. A presentation was made and site visits were facilitated for all 4 bidders. The draft contract and a written responses to written clarification requests was circulated to them on 23 December 2014. See Annexure: Contract. The second bidders briefing was held on 14 January 2015. All 4 prequalified bidders were present.
- At close of tender on Friday 30 January 2015, 3 bids were received from Veolia Water Solutions & Technologies South Africa (Pty) Ltd (Veolia), Water and Sanitation Services South Africa (Pty) Ltd (WSSA) and Bosch Munitech (Pty) Ltd. Sembcorp did not submit its bid and indicated its board of directors decided that the tender does not fit their investment criteria.
- Clarification was requested in writing from Veolia and WSSA on 17 February 2015. Bidders responded to the request for clarification in writing on 19 February 2015.
- The Bid Evaluation Committee sat on 26 and 27 February 2015, with input from SCM and the technical team. See Annexure: BEC and BAC Report
- The Bid Adjudication Committee sat on Friday 6 and Monday 9 March 2015.
- The Municipal Manager announced the preferred (Veolia) and second preferred (WSSA) bidders on 10 March 2015.
- The Municipality published its intention to enter into the contract on 12 March 2015. A notice was published in local paper (see Annexure: Public Notice) and an Information Statement was available for inspection. The local community and other interested stakeholders were invited to submit to the Municipality comments or representations in respect of the proposed contract and granting of the right to an operator to operate and maintain the Municipality's water and waste treatment works.
- A working session was facilitated on Thursday 19 March 2015 with Stakeholders to discuss and clarify issues arising. Views and recommendations were received only from Provincial Treasury (see Annexure: Provincial Treasury Views). The views are take into account in the finalisation of the Contract.
- Bid validity extension beyond 29 July 2015 was requested on 3 July 215.

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- Contract negotiations were facilitated and the outcomes and the Contract will serve before the BEC on 9 July 2015 and the BAC on 17 July 2015. If the BAC recommends that the Accounting Officer conclude the contract, it will be subject to procedural compliance with the MFMA and the Council approving the Contract in its final form.
- It is planned that the Contract in its final form will service before Council on 29 July 2015 in order that the effective date of 1 September 2015 may be achieved.

**4. THE CONTRACT**

**4.1 The Project**

The project is the contracting out of the function of operating and maintaining the Municipality's bulk water and waste water treatment works (the Bulk Works) to achieve certain technical output specifications.

**4.2 Key Driver**

The key driver of the Contract is the need to:

- secure focussed management of the operations and maintenance of the bulk works for the medium term; and
- develop local skill in compliance with the regulatory requirements of the Works.

**4.3 Key Outcomes**

The key outcome sought is effective and efficient water services delivery by taking steps to ensure:

- on-going assurance of supply of water and treatment of sewerage at the right quality and quantity; and
- asset preservation over the longer term.

**4.4 Need**

The Municipality has identified the need to test the feasibility of the following:

- The procurement of a contractor to operate and maintain Municipality's Works for a period of up to 15 years;
- The opportunity for the existing technical/ operational staff directly associated with the Works to transfer to the contractor for the contract term, and receive appropriate management, training and career development, and to remain with the Works on termination of the contact;


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- The retention by the Municipality of technical and financial risk in regard to planning for and executing infrastructure development in regard to the Works; and
- The transfer of operational risk to the Operator, for which a fee will be paid.

**4.5 Scope**

The project is the contracting out of the function of operating and maintaining the Municipality's Bulk Works to achieve the Technical Output Specifications referred to as the "Function".

The O&M of the Works to be included in the Contract, as more fully discussed in the Technical Report (Appendix to the RFP), include the following currently in the jurisdiction of the Municipality:

- Surface Water Resources
- Borehole Pumps
- Water Pump Stations
- Bulk Water Distribution Pipelines
- Water Treatment Works (WTWs)
- Reservoirs
- Sewer Pump Stations
- Waste water Treatment Works (WWTWs)

The Operator will report directly to the Municipality, and be paid by the Municipality.

The Operator will have no engagement with the community.

The scope of work includes operations and maintenance of the Works. It excludes any capital infrastructure planning or development which will remain with the Municipality.

**4.6 Term**

The contract will be for a period of 15 years, considering that the contract has taken over 3 years to develop, it will take a period of three years to implement efficiencies, and it will then have 3 MTEF periods to operate effectively. The final three years will require a focussed hand back process to be managed by the Municipality, which will include the need of the Municipality to re-assess its options.

It is also taking into consideration the proposed risk transfer, the capital investment made by the Municipality and the desire to have local employees skilled and trained during the process.

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The Contract provides for annual and three yearly reviews (s116 of the MFMA) and provides for termination and step-in rights of the Municipality in the event of non-performance. Given the interface with municipal service delivery by the WSP, mechanisms to ensure service delivery must be addressed promptly.

The Municipality has the option to renew for a further 5 years, subject to procedural compliance at the time of deciding whether or not to extend.

#### **4.7 Risk Transfer**

The Municipality will transfer operational risk, including operations and routine maintenance of the Works to specified key performance indicators:

- Blue & Green drop status;
- Water and waste water quality;
- Water and waste water works treatment capacity;
- Planned maintenance;
- Water efficiency;
- Electricity efficiency;
- Pump Station Failure;
- Complaints which can be related to the function;
- Reporting;
- Contact Management;
- Health and safety Compliance; and
- Training and development.

The Operator will be given the right of use and responsibility of the Bulk Works during the Contract period. It will also have the obligation to safeguard the asset.

Although there will be an interface with the WSP and for service delivery and the WSA for monitoring purposes, the Municipality will not require the Works during the period of the Contract. The Operator will not pay for the right of access to the Works as the Operator will not generate a revenue independent of the Municipality from operating and maintaining the Works. If the Municipality did want to charge for example a lease fee, the operator would simply claim it back in the management fee structure.

The Municipality will retain technical and financial risk in regard to planning for and executing infrastructure development in regard to the Works.

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The Municipality will remain the water services provider.

The Municipality will be required to execute its oversight functions and regulatory as the water service authority, including setting of tariffs and policies for water services delivery.

#### **4.8 Key Performance Areas**

The Contract sets out the key performance areas, and the measurable indicators which the Operator will report against and which the WSA will independently monitor.

Because of the importance of the interface and the direct impact on municipal service delivery of the O&M is not undertaken properly, contract and performance monitoring by the Municipality will be key. In our view the Water Services Authority has the capacity to monitor a contract of this nature.

The aim of the performance areas and indicators will be to focus on outcomes that the Operator has undertaken to achieve within the remuneration model. Unless there is persistent default, the WSA will not want to be getting involved in the day to day input activities and costs drivers of the Operator. That is for the Operator to manage to achieve the output.

#### **4.9 Interface in regard to service delivery**

The Municipality will interface with the Operator as the Water Services Authority and the Water Services Provider.

The Operator will interface directly with the WSP in delivery water from the WTW and receiving waste water at the WWTW.

The WSA will regulate the Contract with the Operator, and will integrate planning and other regulatory function of the WSA.

There will be on-going functions of the Municipality such as the reticulation works and the monitoring functions.

#### **4.10 Remuneration Model**

The Municipality will pay the Operator a management fee, monthly in arrears including:

- a fixed management fee to undertake operations and certain maintenance of the Works as tendered;

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- a variable management fee based on volumes treated as tendered;
- maintenance costs in excess of R50 000 will be remunerated directly by the Municipality at the actual cost incurred by the Operator;
- a fixed salary contribution as determined in response to the bid.

A contingency is provided in the Pricing Schedule for to draw down on the large maintenance costs, emergency repairs, and the variable fee based on volumes treated.

The Operator has bid a 6% mark up on infrastructure development directly associated with the bulk works and the Function that it may be requested to undertake as agent of the Municipality.

Variations to contract as a result of the change in scope of the Function as a result of regulatory requirements or change in need of the Municipality (for example expansion of the bulk works) will trigger the need to comply with s116 of the MFMA.

Penalties to the payment mechanism will be imposed where the performance does not meet the key performance indicators.

## **5. IMPACT ON STAFF**

If Council approve the Contract, the Function will transfer as a going concern to the Operator and accordingly s197 of the Labour Relations Act is triggered. The section regulates the impact on employees in the event that there is transfer as a going concern.

The Municipality has identified the staff directly associated with the operations and maintenance of the water and waste water treatment works. As at 2 July 2015, fifty (50) municipal employees are identified to transfer to the operator as a result of the Contract.

The impacted staff will transfer to the Operator for the duration of the Contract. The transfer will happen by operation of law – in terms of s197 of the Labour Relations Act. There has been undertaking to the impacted employees that their current salaries and benefits will be matched by the Operator; and there will be no job losses as a result of the Contract.

Both IMATU and SAMWU have expressed in the LLF Working Group that in principle their members do not want to transfer, but no alternative arrangements were proposed (s197 (6) agreements). Accordingly we are

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advised that in terms of s197 (2) of the Labour Relations Act the posts and employees in the posts as at the effective date of the Contract transfer automatically to the Operator.

Given that the Municipality remains the water services authority and water services provider, there is a need to monitor the performance of the Operator. It is therefore recommended that one new post be created in the Water Services Provider Function at post level T11.

Progress reports will continue to be made to the Local Labour Forum, in particular the impact of Council's final decision in regard to the Contract.

Because operational risk transfers to the operator, the Operator will be responsible for designing and implementing an optimal organogram to ensure that it can meet the Contract's performance requirements. The Operator assumes all risk in this regard.

**6. FUTURE FINANCIAL COMMITMENT**

**6.1 MFMA: s33**

S33 of the Local Government: Municipal Finance Management Act (56/2003) is applicable as the proposed contract will have impose financial obligations on the Municipality beyond three years.

**6.2 Projected Financial Obligations**

In evaluating the financial implications the actual expected expenditure was compared with the current budgeted amounts for the Function. The comparison is shown below and indicates that there is sufficient funds in the budget.

YEAR	BUDGET	ACTUAL ESTIMATED	DIFFERENCE
2015/16	R 35 260 517.00	R 33 553 385.64	R 1 707 131.36
2016/17	R 36 458 482.00	R 35 660 860.52	R 797 621.48
2017/18	R 38 506 166.00	R 37 162 255.01	R 1 343 910.99

In the table below, a Contract cash flow has been simulated for the 15 year life of the contract based on:

- the expected start date of the contract of 1 September 2015;
- allowing for current expected flow increases (growth in volumes) into the future;

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- an annual cost escalation of 6% (CPI) for the fixed and variable fee; and 6.1% for the Salary Contribution for the first year and 6% thereafter.
- amounts exclude VAT
- Contract value for first year R 33 553 162.26 OM Chemicals (up to end June 2017)
- Contract value for first year R 32 734 851.48 Own chemicals (from July 2017)
- Municipal equivalent costs determined from current 3 year budget with estimated cost off a full staff complement added
- Municipal costs escalated at same rate as contract

The cash flow takes into account that the Operator will use the existing supply contract of the Municipality for chemicals up to end June 2017 and thereafter its own suppliers, as instructed in the bidding process. There is a cost difference between the two options.

PROJECT CASH FLOW			VEOLIA	MUNICIPAL
Number	Year	Months	Amount	Amount pa
1	2015/16	10	R 27 969 966.14	R 37 034 301.67
2	2016/17	12	R 35 660 860.52	R 46 189 965.70
3	2017/18	12	R 37 162 255.01	R 48 821 538.72
4	2018/19	12	R 39 739 064.78	R 52 206 796.64
5	2019/20	12	R 42 506 131.20	R 55 842 002.32
6	2020/21	12	R 45 478 540.92	R 59 746 975.69
7	2021/22	12	R 48 672 664.73	R 63 943 223.73
8	2022/23	12	R 52 106 273.83	R 68 454 093.13
9	2023/24	12	R 55 798 667.01	R 73 304 937.53
10	2024/25	12	R 59 770 810.12	R 78 523 300.60
11	2025/26	12	R 64 045 488.74	R 84 139 116.64
12	2026/27	12	R 68 647 475.47	R 90 184 930.42

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13	2027/28	12	R 73 603 713.35	R 96 696 138.07
14	2028/29	12	R 78 943 516.84	R 103 711 251.20
15	2029/30	12	R 84 698 792.29	R 111 272 186.44
16	2030/31	2	R 15 252 616.87	R 18 545 364.41
<b>Total</b>		<b>180</b>	<b>R 830 056 837.79</b>	<b>R 1 088 616 122.91</b>

The cash flow of the Contract over a 15 year period is expected to be R 830 056 837.79 (excluding VAT).

From the competitive proposal received the contracted cost of the Veolia bid as at July 2015 would be R 20 269 915.26 excluding staff contribution amount, large repair projects and capital and subject to variation in volumes treated. Including the salary contribution and large repair projects it will be R 33 553 162.26 which is in line with the approved Municipality budget for the Function of R 33 560 517.00. The Contract is accordingly affordable within the current Municipal Budget.

Going forward, the fixed and variable costs will escalate annually by CPI. The Salary Contribution will be aligned to the SALGBC increases. The provisional amount for large repair projects and contingencies will be determined and budgeted for by the Municipality as part of the Contract's annual planning process. It is a provisional amount as the actual cost incurred is drawn down by the operator only as when expenditure is incurred.

The Contract will thus not have any negative impact on current water services tariffs in the municipality and have a neutral effect. The Contract also protects the Municipality from costs that might be required to be incurred by the Municipality in populating a regulatory compliant organogram.

What needs to be noted is that the Municipality will still be responsible for the following which must be covered in other budget votes and cost centres:

- water services authority functions;
- contract and performance monitoring of the Operator;
- capital planning and budgeting for the Bulk Works;
- raw water abstraction charges and water research commission levies;
- contingencies in regard to the transferred staff.

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### 6.3 Employees

The Municipality will pay salary contribution to the Operator in the amount of R 13 283 247.00. This "Salary Contribution" is not linked to employees, but rather 53 posts identified to transfer as at the tender stage. It is a fixed amount which has been established based on actual costs and contractually agreed. It will escalate annually over the contract term as at the SALGBC rates, irrespective of how the Operator chooses to structure itself going forward.

As required by the Labour Relations Act, it has been agreed with the Operator that the Municipality is accountable for the accrued leave of the transferring employees, up to the effective date of the Contract. This is an existing liability of the Municipality. It does however have cash flow implications as the accrued leave must be paid out by end of the third month after the effective date of the Contract. At this stage it is estimated that the impact on the Municipality cash flow at end November 2015 (assuming effective date of 1 September 2015) will be R660 000. It is a once off cost and is a cash flow issue rather than a future financial commitment as a result of the transaction.

In determining the salary contribution amount, the determination of the actual cost of post-retirement benefits and long service awards was not possible as it is unknown. Accordingly it is agreed that the municipal employees who transfer to the Operator and become entitled to the benefit will receive the benefit from the Operator, and the Operator will recover the direct cost back from the Municipality as and when incurred by the Operator. As structured, it is a future financial commitment, but it is a commitment that the Municipality would have incurred anyway if the transaction had not occurred.

Given that the Municipality remains the water services authority and water services provider, there is a need to monitor the performance of the Operator. It is recommended above that one new post be created in the division at post level T11 at an estimated cost of R400 000 per annum.

### 6.4 Escalation

The costs tendered by the Operator will automatically escalate annually by an escalation factor (the Consumer Price Index).

The Salary Contribution (costs, benefits and notch increases) will be aligned to the South African Local Government Bargaining Council annual increases.

Scope variation is dealt with separately in the Contract and is subject to compliance with procedural compliance requirements to be determined at the time of trigger for change, for example s116 of the MFMA.

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## 6.5 Benefit of the Contract

S33 of the MFMA requires the Council to consider whether the Municipality will secure a significant capital investment or it will derive a significant financial economic or financial benefit from the contract.

The Contract is a management contract and there is thus no significant capital investment required from the Operator. The Municipality invested significantly with its own and RBIG funding and seeks asset preservation and security of supply as the key benefits of the contract.

It has been demonstrated that if it were possible, the cost of filing a regulatory compliant organogram for the Bulk Works might add an additional cost to the Municipality of R 9 180 645.00. As a result of the contract, this direct cost to the Municipality is avoided and is thus a financial benefit is accrued.

If the Municipality were to continue to undertake the Bulk Function, issues that could potentially impact negatively on the financial performance of the Municipality and the cost of undertaking the Function include the following:

- Currently the municipality has full operational risk with regard to the Works. If this were to be costed it could add an additional 20% to the actual cost of the current function undertaken by Municipality.
- Technological advances will require that additional high level human resources which would most probably come at a higher cost than the current capacity, or the current resources will need a material amount of up skilling / training which requires a certain amount of funding. The fact that human resources is a significant cost of the function would mean that the current estimated costs of the function would increase materially.
- As per the findings of the S78(1) assessment there is a concern that new technology installed is not adequately maintained as there is no urgency at this point in time. In future this could result in un-planned for increases in maintenance due to a backlog being created and this could accordingly increase the current operational costs of the function be undertaken.

In assessing whether there would be potential economic benefit, the following indicators are relevant:

- Operational risk will be transferred to the Operator for the Contract term.
- Within the existing budget, because it is the core focus of the business of the Operator, the Operator should be able to drive efficiencies and optimise processes to ensure that the technology is utilised appropriately, meaning that use of chemical, electricity, spares etc. will be optimised. Key drivers of the

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Operator's efficiency will be productivity; optimisation of electricity usage; optimisation of processes; and specialisation.

- A key outcome sought is asset preservation as a result of focussed management being measured against KPIs. Asset preservation ultimately impacts on the useful life of the asset which will ensure that potential capital and non-routine costs of the Municipality are deferred for a period of time. Maintaining infrastructure properly will decrease the probability for future refurbishment or replacement cost.
- Operating infrastructure optimally will extend the operating life of the Works, thereby decreasing the need to replace in future.
- By ensuring the highest quality of water is provided and that the discharge is of an appropriate quality, the probability of the municipality being held financially responsible in the future is decreased.
- A key cost driver of the Function is human resources. This cost needs to be optimised to ensure
  - scarce and high level expensive skills are accessible but only used when needed on a draw down basis from the head office of the Operator;
  - overtime will be managed appropriately;
  - remuneration of employees is optimised, rewarding performance and skills development;
  - Operating employees will be skilled through the Contract. This cost will be for the Operator, which would have had a budget impact in the absence of the Contract.

A risk to the feasibility is the profit motive of the operator. This, and asset stripping, has been raised by organised labour. The costing has been determined through a competitive bidding process. The Operator will be contracted at the remuneration model proposed in the bid. This risk will need to be carefully managed by the WSA to ensure key outcomes sought by the contract are achieved. The Operator must drive efficiencies, but not to the detriment of service delivery and asset preservation. The key tool to manage this is performance assessment of the KPAs and KPIs which will be updated annually to ensure progressive improvement.

## 6.6 Conclusion

Although the Contract to undertake the Function will continue to contribute to the costs of delivering water services by the Municipality, the cost would have been incurred by the Municipality and the impact on tariffs

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will remain within the Municipality's control. The recommended bid falls within the approved budget and there is anticipated benefits. For this reason also there is no need to increase the municipal rates for this service.

## **7. GRANTING OF RIGHT TO USE THE WORKS**

### **7.1 The Municipal Asset Transfer Regulations**

The Local Government: Municipal Finance Management Act (56/2003): Municipal Asset Transfer Regulations No. 31346 22 August 2008 regulates the granting by municipalities of rights to use, control or manage capital assets valued at over R10million.

### **7.2 The Capital Assets**

The assets are the bulk water and waste water treatment works in the jurisdiction of the Municipality. They are defined in the Technical Specification attached to the RFP, and will be updated as part of the Contract on an annual basis.

### **7.3 The Right of Use**

The Contract is a management contract. The Operator is paid a management fee to operate the works. There is no obligation to pay a lease or right of use fee as this will be passed straight back to the Municipality.

The granting of the right of use is made with the objective of achieving the following key economic objectives namely: asset preservation and operations optimisation. If the function of treating water and waste water can be undertaken properly there will be a direct impact on the water services provision to the community over the longer term.

The Operator will be given right of access to operate and maintain the assets. Whilst the operator will take full operational risk, the Municipality will remain the owner of the Works.

The Municipality will have access to the works to monitor the performance of the Operator.

Because of the direct interface of the Function with the water services provider, the risk of non-performance or poor performance by the Operator needs to be monitored and addressed rapidly.

The contract provides for penalties to incentivise performance, and for dispute and step in rights should it be necessitated by poor or non-performance of the Operator.



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A detailed Asset Register will be developed in the first three months of the contract period. Both parties will sign off on this. It will be kept up to date for the duration of the Contract.

On termination of the Contract the Works must be in the same or better condition. If over the duration of the Contract the Works are improved through planning and capital contribution of the Municipality the impact of this will be managed through the annual planning process. KPAs and KPIs will be adjusted accordingly.

The Municipality will continue to execute its water services authority functions in regard to capital planning and budgeting and oversight.

The capital asset will not be required for the Municipality's own use during the period for which the right is to be granted, other for access to monitor the performance of the Operator and to execute the planning and capital development function.

**8. COMMENTS AND VIEWS**

Both s33 and the Municipal Asset Transfer Regulations require that notice be given to the community and to Stakeholders.

In March 2015 a notice was publicised in regard to the municipality's obligations in terms of the proposed contract and the proposed granting of the right to operate and maintain the Bulk Work. The community and other interested parties were invited to submit to the Municipality comments or representations in respect of the proposed contract and the granting of the right and obligation to operate and maintain the Bulk Works. There was an email query from Gansbaai which was addressed, but no response in writing in the tender boxes was received. A local newspaper independently reported on the matter.

See Annexure: Notice and Information Statement.

A report on the Contract and the granting of the right to operate and maintain the Bulk Works was sent to the National Treasury, Provincial Treasury, Department of Local Government and Water & Sanitation on the Contract. A working session was facilitated to discuss the report.

Written views were received from Provincial Treasury which in essence commended the Municipality on the initiative and raised the need to ensure procedural compliance regarding procurement and decision making and ensuring funds are available for the duration of the contract. The Provincial Treasury *"took note of and values the effort of Overstrand Municipality in securing the required institutional capacity to ensure long-term efficient operation and maintenance of water and waste water treatment works. Given that South Africa is a*


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*water scarce country, the Municipality is commended in exploring alternative service delivery mechanisms in the delivery of the service."*

The Provincial Treasury concluded "given the current financial position of the Municipality, Treasury has, in principle, no objection against your intention, subject to the required Supply Chain Management processes being followed, the requirements of the MFMA (especially s33) being adhered to and the carry through implications over the MTREF be taken into account within the budgets of each of the affected years with the required budgetary provision to ensure affordability and sustainability over the new MTREF years."

See Annexure: Provincial Treasury Letter.

**9. WATER SERVICES ACT**

The Municipality has publicly disclosed its intention to enter into a contract with the Operator, as required by s19 (4) of the Water Services Act.

The Operator has disclosed and provided information on: Any other interests it may have which are ancillary to or associated with the Municipality; and any rate of return on investment it will earn or will gain by entering into the agreement. (see Annexure)

Once concluded, a copy of the contract must be supplied to the relevant province (MEC) and the Minister of Water & Sanitation.

**10. FINDINGS**

The Director: Infrastructure and Planning has executed his mandate by undertaking a more detailed study to inform bid specifications; initiated the procurement process; complied with the MFMA procedural requirements.

At this stage it is our independent professional opinion that the Contract will not negatively impact the Municipality's current budget provisions for the operations and maintenance of the Works. There will be benefits to be derived over the term of the contract including:

- **Skills development and retention** – regulatory compliance;
- **Assurance of supply** – as WSA with a duty to ensure service delivery, and as WSP with direct accountability to the community and mandate to deliver water services, it is important that the Works are operated and maintained optimally;



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- **Operations optimisation** – focussed management must optimise operations in order to ensure on-going effectiveness and efficiency within the current budget;
- **Asset preservation** – the Municipality has invested significantly in the infrastructure and it requires focussed management to ensure that the use of the asset s can be optimised.

The granting of the right to use the Works is undertaken with an understanding of the key objectives sought to be achieved namely asset preservation and operations optimisation so as to ensure long term security of supply of water services delivery to the community. The granting of the right is considered and transparent. The right of the Municipality to incentivise performance or to step in are contractually secured.

The contract will impose financial obligations on the Municipality beyond the three years covered in the annual budget for the financial year as projected and commented on above.

The comments received from Provincial Treasury support the initiative.

## 11. RECOMMENDATION

Recommended that the Municipal Manager recommend that Council:

1. Note the comments and views received;
2. Grant the right to use control and manage the Bulk Works in compliance with the Asset Transfer Regulations;
3. Determines that the Municipality will derive a financial economic benefit from the contract;
4. Approves the contract as it is to be executed;
5. Authorises the Municipal Manager to sign the contract on behalf of the Municipality.

AGENDA of the Bid Evaluation Committee Meeting: 15 July 2015

AGENDA of the Bid Adjudication Committee Meeting: 17 July 2015

ANNEXURE H  
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TENDER NO.	SC 1508/2014:	WATER AND WASTE WATER TREATMENT OPERATIONS MANAGEMENT CONTRACT		
RESPONSIBLE OFFICIALS:	HANRÉ BLIGNAUT & MIKE BARTMAN	028-313 5047	SERVICE AREA:	OVERSTRAND

**PART A – SUPPLY CHAIN MANAGEMENT**

Author:	Hanre Blignaut	Tel No:	028 313 5047
Date:	2015/07/06	Review Date:	N/A

**1 EXECUTIVE SUMMARY**

The purpose of this report is to provide additional information on the preferred bid identified after evaluation of Tender no. **SC1508/2014: WATER AND WASTE WATER TREATMENT OPERATION MANAGEMENT CONTRACT**, in order to enable the Bid Adjudication Committee to take an informed decision when recommending the award of this tender to the Accounting Officer.

Following bid adjudication of three tenders received in response to an RFQ and RFP process, during March 2015, the BAC recommended to the Municipal Manager that Veolia Water Solutions & Technologies South Africa (Pty) Ltd be identified as the preferred bidder, and Water and Sanitation Services South Africa (Pty) Ltd as the second preferred bidder. The Municipal Manager subsequently approved this recommendation, and that negotiations be entered into with the preferred bidder to finalise the terms of the contract. The process of finalisation of the Contract has now been concluded. It is confirmed that the contract can be awarded to the Preferred Bidder.

**2 DELEGATED AUTHORITY**

Accounting Officer

**3 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN: IGNITE**

Directorates: Infrastructure & Planning and Community Services  
Departments: Engineering Planning and Operational Services

**4 COMPLIANCE WITH STRATEGIC PRIORITIES**

Creation and maintenance of a safe and healthy environment  
Provision and maintenance of municipal services  
Provision of democratic, accountable and ethical governance

**5 LEGAL REQUIREMENTS**

Local Government: Municipal Finance Management Act, 2003(Act 56 of 2003)  
Municipal Systems Act  
Overstrand Municipality Supply Chain Management Policy, as amended  
Labour Relations Act, 1995 (Act 66 of 1995)  
Water Services Act, 1997 (Act 108 of 1997)

**6 SPECIFICATIONS / ADVERTISEMENT / COMPLIANCE CHECK / ETC.**

**6.1** Also refer to previous BEC Report - Annexure A.

The Bid Specification Committee meeting was held on 2014/11/27 and comprised of B D'Oliveira, R Neethling, H Blignaut and M Bartman.

The specifications were compiled having due regard to the provisions of clause (27) 2 of the Municipality's Supply Chain Management Policy and were duly signed off (approved) by the Directors: Infrastructure & Planning and Community Services, in terms of Clause 27 (2) (g) of the said Policy.

**6.2** Date of Advertising: 3 December 2014

**6.3** Method of Advertising: RFP document issued to shortlisted bidders after RFQ process

**6.4** Closing Date: 30 January 2015

AGENDA of the Bid Evaluation Committee Meeting: 15 July 2015

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AGENDA of the Bid Adjudication Committee Meeting: 17 July 2015

- 6.5 Site/clarification meeting date: 10 December 2014 and 14 January 2015
- 6.6 Validity period of Tenders: 90 days
- 6.7 Extension of validity period: By a further 123 days ending 30 September 2015
- 6.8 Compliance check done by: L du Preez & L de Wet
- 6.9 CIDB Grading requested: Not applicable
- 6.10 Estimated Project cost: R 36 062 910 excluding VAT for year 1, subject to escalation i.t.o. the contract for 15 years
- 6.11 Preferential Procurement Points system applied: 90/10

6.12 Preferred Tenderers identified by BAC on 9 March 2015:

#	Name of Tenderer	Price Excl. VAT	Price Incl. VAT
1	Veolia Water Solutions (preferred bidder)	21 972 871.36	25 049 073.35
2	WSSA (reserve preferred bidder)	26 279 346.20	29 958 454.67

6.13 Responsiveness in terms of SCM Compliance matters

6.14.1 Non responsive Bids

None of the bids received were non-responsive.

6.14.2 Responsive bids identified as Preferred and Reserved Preferred Bids Respectively:

Veolia Water Solutions and Technologies (Pty) Ltd  
Water and Sanitation Services South Africa (Pty) Ltd

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<b>PART B – TECHNICAL EVALUATION BY USER DEPARTMENT</b>			
<b>Author:</b>	<b>HANRÉ BLIGNAUT</b>	<b>Tel No:</b>	<b>028 313 5047</b>
<b>Date:</b>	<b>2015/07/06</b>	<b>Review Date:</b>	<b>N/A</b>

**7 Purpose of the call for Tenders:**

To procure a competent, skilled and experienced operator to operate and maintain the Municipality's water and waste water treatment works, as instructed per Council s78(2) resolution dated 22 January 2014, as summarized in the BAC report of 9 March 2015 (Annexure A).

**8 Evaluation done by:** Hanré Blignaut, Mike Bartman, Chris Liebenberg (Worley Parsons) and Karen van der Merwe (Worley Parsons)

**9 Discussion of Tenders received**

**9.1 Functionality Criteria / Pre-Qualification**

Of the 8 bids received in response to a request for qualification, 4 bidders were prequalified by the BAC on 7 November 2014, based on their skills and expertise and financial standing to execute the project. Of the 4 bidders prequalified and issued with the request for proposal (RFP), only 3 submitted bids by the closing date of 30 January 2015. The bids were evaluated and adjudicated and based on price and preference points, a preferred and second preferred bidder was recommended by the BAC to the Accounting Officer on 9 March 2015. The Accounting Officer approved the recommendation on 10 March 2015, and authorised that negotiations on the final terms of the contract be entered into with the preferred bidder, to again serve before the BAC, for recommendation of award to the Accounting Officer.

The process of finalising the contract in accordance with the requirements of the RFP and the preferred bidder's tender response was subsequently undertaken.

**9.2 Technical Evaluation / Negotiations**

Veolia Technologies South Africa (Pty) Ltd was pre-qualified on skills and expertise in response to the RFQ. They demonstrated relevant experience in other similar projects, access to relevant CVs and financial ability to execute the project.

In the assessment of bids in response to the RFP, Veolia Water Solutions & Technologies South Africa (Pty) Ltd scored the highest points in terms of preference points, and was accordingly announced as the preferred bidder by the Municipal Manager. The objective of the negotiation phase was to finalise the contract, based on the bidder's tender response. All bidders were issued with a project specific draft contract, and were requested to mark up their comments. In the process of negotiation and contract finalisation care was taken to ensure that the technical specifications and the pricing were not impacted. The negotiated terms of contract does not have a bearing on the competitive nature of the tender, and did not change the scope of work as disclosed in the specifications of tender and the pricing.

Key issues which were finalised included determination of the actual cost of the transfer of the posts associated with the function that would transfer in terms of section 197 of the Labour Relations Act. At the time of bidding, per the RFP, all bidders were required to assume transfer of all posts and to assume the same salary cost. The detail cost has now been established by the Municipality through a due diligence process. This would have applied to all bidders. The salary contribution will escalate annually in accordance with SALGBC increases to costs, benefits and notch increases.

The Key performance areas and indicators remained unchanged, and the changes to the penalty regime, as proposed by the bidder's tender were accepted.

The bidder's unique offer to construct head office space rather than lease it was accepted after considering the potential risks and excluding them contractually.

As per comments received from Provincial Treasury, clarity was achieved on the distinction between "the Function" as defined in the contract, and the Implementing Agent Service.

Veolia was informed that Overstrand Municipality will not terminate their term contract for chemicals once the contract is awarded, and Veolia must source the chemicals through the existing Overstrand Municipal contract until 30 June 2017. SCM Contract Management is investigating if they can cede the contract to Veolia, as it would be easier to administrate and manage. This is

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now an implementation matter. From 1 July 2017 Veolia will have to source all chemicals from their own suppliers as per the Request for Proposal. The possible ceding or not ceding of the current Overstrand chemicals contract to Veolia will have no financial impact on the municipality.

Regarding negotiations w.r.t. the transfer of staff from Overstrand to Veolia, an external labour law expert was consulted to guide Overstrand Municipality in the process, giving effect to Section 197 of the Labour Relations Act. A working group was constituted by the LLF to facilitate the implementation of Council's decision in terms of the staff issues, and regular meetings were held since June 2014.

It was also agreed during the negotiations that no additional staff will be appointed by Veolia for Overstrand Municipality's account for the function, and that Veolia will take the risk of executing the function with the Salary Contribution as agreed. The tariffs for appointment of additional staff will therefore not be used, and is therefore not included in the recommendation, and will have no cost implication for the contract.

### 9.3 Comparison of Tenders on Price and Preference

Tenders were evaluated on price and preference, where price contributed 90 points and preference contributed 10 points. This was presented to the BAC on 9 March 2015.

#	Name of Tenderer	Price (Excl. VAT)	Price Points	Preference Points	Total Points
1	Veolia Water Solutions	21 972 871.36	90	0	90
2	WSSA	26 279 346.20	72.36	5	77.36
3	Bosch Munitech	48 114 066.88	-17.07	8	-9.07

The acceptable bid received from Veolia Water Solutions and Technologies (Pty) Ltd scored the highest points and they were identified as the preferred bidder, to negotiate the final terms of the contract with.

### 9.4 Financial Evaluation

The comparative price of Veolia's bid was assessed against other bids received and found to be relevant and appropriate for the scope of the Contract and the service offering.

Veolia's Implementing Agent Fee offered was the lowest.

The cost of the Contract was found to be within the existing budget of the Municipality.

The meeting of the objectives of the contract and the potential benefits was explored and confirmed, in particular skills development and retention, assurance of water supply at the right quality and quantity, operations optimisation, and asset preservation.

### 9.5 Other objective criteria

#### 9.5.1 Market relatedness of prices

Three bids were received in response to the Request for Proposals, and could be compared to each other. The preferred bid was within the estimated cost of the contract, as well as within the available budget, and is considered to be market related.

#### 9.5.2 Bank Rating

Veolia received a Code B bank rating – good for the amount mentioned. As the contract is an operations and management contract, with a management fee being paid monthly in arrears, and no capital investment is required, the bank rating as well as the access to finance as demonstrated was deemed sufficient for the purposes required.

#### 9.5.3 Risk Analysis

The impact of the contract on municipal employees is a perceived risk.

If the contract is approved by Council, the bulk water and waste water treatment operations will transfer as a going concern to Veolia. This triggers section 197 of the Labour Relations Act, which protects the impacted employees. As the function transfers, the posts transfer and accordingly the employees in the posts transfer by operation of law. The Municipality as employer is substituted by Veolia as employer. Employees transfer on terms and conditions on the whole no

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less favourable. Veolia has been extensively engaged on the matter and the Municipality has satisfied itself that Veolia can offer terms and conditions on the whole no less favourable.

Both unions have been consulted in the process from August 2011. Regular monthly meetings of the LLF Working Group took place since June 2014, and the unions have been informed of the LRA section 197 transfer process and the implications thereof. They have also been informed that on termination of the contract after 15 years, or earlier for whatever reason, the staff will be transferred back to the municipality. Job protection and the uninterrupted continuation of employment were communicated to the unions and to affected employees, as well as that an automatic transfer will take place in law, and that their terms and conditions of employment will in the whole be no less favourable. An external labour law expert was consulted to guide Overstrand Municipality in the process. Although the unions are ideologically opposed to the transfer, they did not propose alternative arrangements for consideration by the Municipality. Accordingly, if the contract is approved, the current compliment of 50 employees in the function will transfer to Veolia to ensure continuity of the operations of the water and waste water treatment works. A process of change management will have to be followed after implementation, to which Veolia is committed. The contract provides that the Salary contribution will escalate at the annual SALGBC agreed rates for costs, benefits and notch increases, and accordingly the transferred employees will continue to be remunerated in alignment to municipal employees.

Another risk is the reliance of water services delivery by the Municipality on the operations of the bulk water and waste water treatment works. This will need to be managed by the Municipality through contract and performance management.

The affordability of the contract has been assessed. The Municipality has insulated itself from increases other than those aligned to CPI and the SALGBC.

## 10 FINANCIAL IMPLICATIONS

### 10.1 SOURCE OF FUNDING Operational Budget

Due to the number of budget votes involved with this contract, the table below cannot be populated meaningfully. Refer to Annexure G for list of votes and available budget amounts for the first 3 year period.

	2015/16	2016/17	2017/18	
10.2	SCOA Description	Annexure G	Annexure G	Annexure G
10.3	SCOA Cost Account	Annexure G	Annexure G	Annexure G
10.4	SCOA Unique Key	Annexure G	Annexure G	Annexure G
10.5	Budget Provision	R 35 260 517	R 36 458 482	R 38 506 166
10.6	Balance Available	R 35 260 517	R 36 458 482	R 38 506 166
10.7	Total Expenditure	n/a	n/a	n/a
10.8	Any other costs related to project, e.g. Consultant fees, etc.	0	0	0
10.9	Estimated expenditure in the case of tariffs	R 27 969 966.14 (10 months only)	R 35 660 860.52	R 37 162 255.01
10.10	Total Project Cost		R 830 056 837.79	
10.11	Escalation (if any)		CPI and SALGBC	
10.12	Escalation date		1 July each year	

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**11. COMMENTS FROM OTHER DEPARTMENTS**

**11.1 Budget Office**

The requested amounts are within the available budget balances.

**11.2 Expenditure and Asset Management**

As the capital assets are used to provide a minimum level of basic municipal services, ownership thereof may not be transferred to the service provider. The responsibility of safeguarding it thus remains with the municipality although the service provider has the obligation to maintain it in the condition it is received.

**11.3 Legal Department**

Risk Analysis - Contract impact on employees:

In terms of section 197 A employees transfer automatically, on the terms and conditions on the whole and no less favorable than at the transfer date and duration of service. A transfer in terms of section 197(2) does not prevent an employee from being transferred to a pension, provident, retirement or similar fund other than the fund to which the employee belonged prior to transfer. Further emphasis is given to Section 14(1) (c) of the Pension Fund Act which requires the Registrar of Pension Funds to be satisfied that any scheme to amalgamate or transfer funds is reasonable and equitable, and accords full recognition to the rights and reasonable benefit expectations of the person concerned in terms of the fund rules. In essence contributions at the transfer date must be matched. The emphasis must be on job protection and the uninterrupted continuation of employment. An automatic transfer can thus take place in law.

In the circumstances transfer means the transfer by one employer to another employer as a going concern. The new employer is automatically substituted in the place of the old employer in respect of all contracts of employment in existence immediately before the date of transfer. All the rights and obligations between the old employer and an employee at the time of the transfer continue in force as if they had been rights and obligations between the new employer and the employee. Anything done before the transfer by or in relation to the old employer, including the dismissal of an employee or the commission of an unfair labor practice or act of unfair discrimination is considered to have been done by or in relation to the new employer, and the transfer does not interrupt an employee's continuity of employment, and an employee's contract of employment continues with the new employer as if with the old employer. The terms and conditions as a whole cannot be less favorable than those on which the employee was employed by the old employer. The new employer is bound by any collective agreement.

Contract negotiations

It will be prudent to refer to the contract negotiation process and its outcome. This is proposed based on the fact that the award to the identified preferred bidder is subject to the successful negotiation of the contract. It should further be confirmed and motivated that the agreed terms of contract does not have a bearing on the competitive nature of the tender. It is proposed that the final terms of contract be incorporated to the tender report, as confirmation of same. The negotiated terms can neither change the scope of work as disclosed in the specifications of tender and the pricing.

**11.4 Supply Chain Management**

**11.4.1 Procurement**

In terms of the mandate imposed in terms of Council's SCM Policy, the Bid Evaluation Committee duly evaluated the bids received in terms of Paragraph 28 of the said policy and submitted to the Bid Adjudication Committee a recommendation regarding the preferred bidder. This recommendation was considered and approved by the Accounting Officer on 9 March 2015. In terms of this approval, the municipality is therefore satisfied that the preferred bidder complies with the requirements of the specifications, scored the highest points in terms of council's preferential procurement policy, has the ability to execute the contract and has been verified in respect of SCM compliance matters (i.e. tax matters, MBD declarations and municipal service charges).

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#### 11.4.2 Contract Management

In terms of Section 33 of the MFMA, due process has been followed to date, making provision for the contract having future budgetary implications.

The report to council will conclude the section 33 process on 29 July 2015. This report will indicate the significant financial economic benefit from the contract. Furthermore, this report will include the projected financial obligations projected for each financial year and the impact of those financial obligations on the tariffs of the Overstrand Municipality.

The following activities were completed (except for the council meeting), in accordance to section 33 of the MFMA:

- Council date: 29 July 2015
- The activities below were completed within more than 60 days before the abovementioned council date.
- An advertisement, inviting the local community and other interested persons was placed on the 12<sup>th</sup> of March 2015.
- Draft Contract was made public on 12 March 2015
- Local community and other interested persons were invited to submit comments of which no formal comments and recommendations were received on 13 April 2015. A member of the community addressed clarification questions via the relevant councillor of the area. These questions were satisfactorily addressed by the user department.
- The views and recommendations of the following stakeholders have been solicited: National Treasury and relevant provincial treasuries, National department for local Government, Department of Water and Sanitation: 13 April 2015. Views and recommendations were received by Provincial Treasury as indicated in this report.
- Invitation to discuss the draft contract with Provincial and National Treasuries were held in Hermanus: 19 March 2015 (Minutes are available on request).

#### 11.5 Provincial Treasury

The Provincial Treasury stated the following in their letter with comments: "Provincial Treasury took note of and values the effort of Overstrand Municipality in securing the required institutional capacity to ensure long-term efficient operation and maintenance of water and waste water treatment works. Given that South Africa is a water scarce country, the Municipality is commended in exploring alternative service delivery mechanisms in the delivery of the service."

The Provincial Treasury concluded: "given the current financial position of the Municipality, Treasury has, in principle, no objection against your intention, subject to the required Supply Chain Management processes being followed, the requirements of the MFMA (especially s33) being adhered to and the carry through implications over the MTREF be taken into account within the budgets of each of the affected years, with the required budgetary provision to ensure affordability and sustainability over the new MTREF years."

#### 12. Conclusion

Overstrand Municipality identified the need to test the feasibility of the following:

11.1 The procurement of an Operator to manage, operate and maintain the Municipality's bulk water and waste water treatment works for a long term;

11.2 The opportunity for the existing operational staff directly associated with the bulk works to transfer to the Operator for the contract term, and receive appropriate management, training and career development, and to remain with the Bulk Works on termination of the contract;

11.3 The retention by the Municipality of technical and financial risk in regard to planning for and executing infrastructure development; and

11.4 The transfer of operational risk to the contractor, for which a fee will be paid.

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Following the bid evaluation and contract negotiation processes it was concluded that Veolia Water Solutions and Technologies (Pty) Ltd has the technical capacity to execute and manage the contract to meet the needs of the Municipality.

**13. ANNEXURES**

- 13.1 Annexure A: BAC Evaluation Report March 2015
- 13.2 Annexure B: BAC Resolution 9/3/2015 and Letter from SCM to preferred bidder
- 13.3 Annexure C: Letter from Provincial Treasury to Municipality
- 13.4 Annexure D: Worley Parsons Preferred Bidder Evaluation Report
- 13.5 Annexure E: Minutes of meetings
- 13.6 Annexure F: Contract
- 13.7 Annexure G: SCOA budget provision
- 13.8 Annexure H: Budget Verification Form A2
- 13.9 Annexure I: SCM Compliance check
- 13.10 Annexure J: Financial Analysis
- 13.11 Annexure K: Approval of Director

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**14. RECOMMENDATION TO THE ACCOUNTING OFFICER**

14.1 that it be recommended to the Accounting Officer that as they scored the highest points in terms of Council's Preferential Procurement Policy, **Contract SC 1508/2014, Water & Waste Water Treatment Operation Management Contract**, be awarded to:

Service Provider / Supplier:		Veolia Water Solutions & Technologies South Africa (Pty) Ltd		SCM Supplier #		
Service / Goods Provided:		Water and Waste Water Treatment Operations Management Contract				
Vote:	Item Description	Refer to Annexure G		Cost Code	N/A	
	Cost Account	Refer to Annexure G				
	Unique Key	Refer to Annexure G				
Amount (Excl. VAT):		Fixed and variable rates and Salary Contribution and implementing agent fee %: refer to schedules below (year 1)		Contingency:	5%	
Amount in words:		Fixed and variable rates and Salary Contribution and implementing agent fee %: refer to schedules below (year 1)				
Escalation Percentage:		CPI for Operator Fee and SALGBC increases for Salary Contribution		Escalation Date:	1 July Annually	
Contract Owner:		Stephen Muller & Roderick Williams		Contract Champion:	Hanre Bignaut & Mike Bartman	
<b>CONTRACT PERIOD:</b>						
Implementation date:		1 September 2015, subject to Council approval of the Contract in its final form	End date:	31 August 2030	Period:	15 years

14.2 That the contract only be signed after Council approval of the final contract.

Schedule of Rates / ...

**The Schedule of Rates consists of the Operator's submission of:**

1. the Fixed Fee for undertaking the Function,
2. the Variable Fee for undertaking the Function
3. the Salary Contribution for undertaking the Function
4. The Municipality's budgeted provisional sums for the Large Repairs and Maintenance Projects and Emergency Repairs
5. Two schedules and summaries for the Variable Fee are namely Option 1 for the instance of using the existing OM chemicals contract which will be in force until 30 June 2017, and Option 2 for the instance of using own chemicals suppliers.
6. the Implementing Agent (IA) Fee (% mark up on costs to be charged to undertake IA Services).

Note: That this contract may need the scope of GRAP 32 and in conclusion of Agreement the copy of the Contract be send to the Financial Services Department for attention.

14.3 The necessary budget provision be made for the leave pay accrued to the Transferred Employees. The Municipality will be responsible for paying the leave pay accrued to the Effective Date and undertakes to pay the Transferred Employees at the end of the third month after the Effective Date, less any tax due. The parties will disclose the agreement to the Transferred Employees;

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TENDER NO. SC 1508/2014 Phase 2 RFP: WATER & WASTE WATER TREATMENT OPERATION MANAGEMENT CONTRACT

Schedule of Rates: Veolia Water Solutions:

A) Fixed Monthly Rates				
Ref no	ITEM	No of months	Fixed rate pm (excluding VAT)	TOTAL
A	GENERAL			
A.1	<b>FIXED CHARGES WASTEWATER TREATMENT WORKS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.1.1	Hawston WWTW: O&M	12	R 19 220.00	R 230 640.00
A.1.2	Hermanus WWTW: O&M	12	R 46 830.00	R 561 960.00
A.1.3	Stanford WWTW: O&M	12	R 18 225.00	R 218 700.00
A.1.4	Gansbaai WWTW: O&M	12	R 26 250.00	R 315 000.00
A.1.5	Kleinmond WWTWL O&M	12	R 23 170.00	R 278 040.00
A.1	<b>SUBTOTAL A.1</b>			<b>R 1 604 340.00</b>
A.2	<b>FIXED CHARGES WATER TREATMENT WORKS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.2.1	Preekstoel WTW: O&M	12	R 432 920.00	R 5 195 040.00
A.2.2	Buffels River WTW: O&M	12	R 17 680.00	R 212 160.00
A.2.3	Franskraal WTW: O&M	12	R 54 740.00	R 656 880.00
A.2.4	Pearly Beach WTW: O&M	12	R 3 760.00	R 45 120.00
A.2.5	De Kelders WTW: O&M	12	R 5 075.00	R 60 900.00
A.2.6	Stanford WTW: O&M	12	R 115.00	R 1 380.00
A.2.7	Baardskeerdersbos WTW: O&M	12	R 4 890.00	R 58 680.00
A.2.8	Kleinmond WTW: O&M	12	R 35 660.00	R 427 920.00
A.2.9	Buffeljags WTW: O&M	12	R 135.00	R 1 620.00
A.2	<b>SUBTOTAL A.2</b>			<b>R 6 659 700.00</b>

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A) Fixed Monthly Rates				
Ref no	ITEM	No of months	Fixed rate pm (excluding VAT)	TOTAL
A.3	<b>FIXED CHARGES SURFACE WATER SOURCES</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.3.1	Monthly charge for all surface water sources combined	12	R 38 300.00	R 459 600.00
A.3	<b>SUBTOTAL A.3</b>			<b>R 459 600.00</b>
A.4	<b>FIXED CHARGES BOREHOLE PUMPS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.4.1	Monthly charge for all borehole pumps combined	12	R 2 725.00	R 32 700.00
A.4	<b>SUBTOTAL A.4</b>			<b>R 32 700.00</b>
A.5	<b>FIXED CHARGES SURFACE WATER PUMPSTATIONS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.5.1	Monthly charge for all surface water pump stations combined	12	R 22 810.00	R 273 720.00
A.5	<b>SUBTOTAL A.5</b>			<b>R 273 720.00</b>
A.6	<b>FIXED CHARGES BULK WATER PIPELINES</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.6.1	Monthly charge for all bulk water pipelines combined	12	R 74 210.00	R 890 520.00
A.6	<b>SUBTOTAL A.6</b>			<b>R 890 520.00</b>

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A) Fixed Monthly Rates				
Ref no	ITEM	No of months	Fixed rate pm (excluding VAT)	TOTAL
A.7	<b>FIXED CHARGES RESERVOIRS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.7.1	Monthly charge for all reservoirs combined	12	R 25 060.00	R 300 720.00
A.7	<b>SUBTOTAL A.7</b>			<b>R 300 720.00</b>
A.8	<b>FIXED CHARGES SEWER PUMPSTATIONS</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.8.1	Monthly charge for all sewer pumpstations	12	R 28 760.00	R 345 120.00
A.8	<b>SUBTOTAL A.8</b>			<b>R 345 120.00</b>
A.9	<b>FIXED CHARGES BULK SEWER PIPELINES</b>			
	Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)			
A.9.1	Monthly charge for all sewer pipelines combined	12	R 63 250.00	R 759 000.00
A.9	<b>SUBTOTAL A.9</b>			<b>R 759 000.00</b>

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TENDER NO. SC 1508/2014 Phase 2 RFP: WATER & WASTE WATER TREATMENT OPERATION MANAGEMENT CONTRACT

B) Variable Rates based on Overstrand Chemicals Contract					
Ref no	ITEM		No of months	Rate per kl (excluding VAT)	TOTAL (for year)
B	VARIABLE CHARGES (Based on OM Chemicals contract)				
B.1	<b>VARIABLE CHARGES WASTEWATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to deliver undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl received	
B.1.1	Hawston WWTW	10 490	12	R 0.36	R 45 316.80
B.1.2	Hermanus WWTW	227 490	12	R 0.20	R 545 976.00
B.1.3	Stanford WWTW	14 170	12	R 0.43	R 73 117.20
B.1.4	Gansbaai WWTW	35 190	12	R 0.18	R 76 010.40
B.1.5	Kleinmond WWTW	42 920	12	R 0.10	R 51 504.00
	<b>SUBTOTAL B.1</b>				<b>R 791 924.40</b>
B.2	<b>VARIABLE CHARGES WATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to deliver undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl treated water received by Overstrand	
B.2.1	Preekstoel WTW: O&M	334 340	12	R 0.24	R 962 899.20
B.2.2	Buffels River WTW: O&M	73 700	12	R 0.83	R 734 052.00
B.2.3	Franskraal WTW: O&M	81 610	12	R 4.13	R 4 044 591.60
B.2.4	Pearly Beach WTW: O&M	15 850	12	R 0.94	R 178 788.00
B.2.5	De Kelders WTW: O&M	46 420	12	R 0.42	R 233 956.80
B.2.6	Stanford WTW: O&M	24 640	12	R 0.03	R 8 870.40
B.2.7	Baardskeendersbos WTW: O&M	970	12	R 4.97	R 57 850.80
B.2.8	Kleinmond WTW: O&M	63 080	12	R 0.55	R 416 328.00
B.2.9	Buffelsjags Bay	140	12	R 0.00	R 0.00
	<b>SUBTOTAL B.2</b>				<b>R 6 637 336.80</b>

Note: if the cession of Overstrand Municipality's chemicals contract to Veolia for the remainder of the contract period is not successful, the amounts for chemicals supplied by Overstrand Municipality will be deducted from payments due to Veolia for the function.

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TENDER NO. SC 1508/2014 Phase 2 RFP: WATER & WASTE WATER TREATMENT OPERATION MANAGEMENT CONTRACT

C) Variable Rates based on Veolia's own chemical supply					
Ref no	ITEM		No of months	Rate per k (excluding VAT)	TOTAL (for year)
C	<b>VARIABLE CHARGES (Based on own Chemicals supply)</b>				
C.1	<b>VARIABLE CHARGES WASTEWATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl received	
C.1.1	Hawston WWTW	10 490	12	R 0.28	R 35 246.40
C.1.2	Hermanus WWTW	227 490	12	R 0.18	R 491 378.40
C.1.3	Stanford WWTW	14 170	12	R 0.36	R 61 214.40
C.1.4	Gansbaal WWTW	35 190	12	R 0.15	R 63 342.00
C.1.5	Kleinmond WWTW	42 920	12	R 0.07	R 36 052.80
	<b>SUBTOTAL C.1</b>				<b>R 687 234.00</b>
C.2	<b>VARIABLE CHARGES WATER TREATMENT WORKS</b> Contractual Requirements (includes all costs required to undertake the Function as per Technical Specifications)	Assume monthly demand (kl/m) for bidding purpose		Rate per Kl treated water received by Overstrand	
C.2.1	Preekstoel WTW: O&M	334 340	12	R 0.22	R 882 657.60
C.2.2	Buffels River WTW: O&M	73 700	12	R 0.76	R 672 144.00
C.2.3	Franskraal WTW: O&M	81 610	12	R 3.73	R 3 652 863.60
C.2.4	Pearly Beach WTW: O&M	15 850	12	R 0.82	R 155 964.00
C.2.5	De Kelders WTW: O&M	46 420	12	R 0.27	R 150 400.80
C.2.6	Stanford WTW: O&M	24 840	12	R 0.02	R 5 913.60
C.2.7	Baardskeerdersbos WTW: O&M	970	12	R 4.22	R 49 120.80
C.2.8	Kleinmond WTW: O&M	63 080	12	R 0.52	R 393 619.20
C.2.9	Buffelsjags Bay	140	12	R 0.00	R 0.00
	<b>SUBTOTAL C.2</b>				<b>R 5 962 683.60</b>

AGENDA of the Bid Evaluation Committee Meeting: 15 July 2015

15/15

AGENDA of the Bid Adjudication Committee Meeting: 17 July 2015

TENDER NO. SC 1508/2014 Phase 2 RFP: WATER & WASTE WATER TREATMENT OPERATION MANAGEMENT CONTRACT

D.1	PROVISIONAL SUMS		Veolia: Provisional Sum (excluding VAT)
D.1.1	Provisional capital sum for equipment or major repairs (in excess of R50 000 per incident) as may be required by the Employer	Sum	R 350 000.00
D.1.2	Provisional sum for upgrading of facilities	Sum	R 200 000.00
	SUBTOTAL (OM chemicals)		R 19 304 681.20
	Contingencies (5%)		R 965 234.06
	SUBTOTAL 1		R 20 269 915.26
E.	SALARY CONTRIBUTION (OM STAFF COSTS)	Sum	R 13 283 247
	SUB TOTAL 2 (Estimated value of contract for 2015/2016, excluding VAT)		R 33 553 162.26
	14% VAT ON SUBTOTAL 1		R 2 837 788.14
	TOTAL TENDER SUM FOR YEAR 1 (Estimated value of contract for 2015/2016, including VAT, for 12 months)		R 36 390 950.40

F. VEOLIA: TENDERED IMPLEMENTING AGENT FEE	
Veolia % Implementing Agent Fee	6 %

**Notes:**

1. The total is the annual amount for the period 2015/16. The Operator will only be paid from the Effective Date of the Contract for the remainder of the 2015/16 Financial Year.
2. The amounts in D.1.1 and D.1.2 are indicative amounts which will be drawn against as and when costs are incurred by the Operator and invoiced.
3. Provisional sum D.1.1. will be determined annually and budgeted for by the Municipality in accordance with the requirements of the Function as determined in the Annual Plan.
4. Provisional sum D.1.2 is only applicable in the first year.
5. The fixed cost contribution for salary costs of posts associated with the Function as at October 2014 (E) will be paid out monthly in 12 equal payments. This amount will be escalated yearly based on the SALGBC increases and the schedule below will be used for the calculation.
6. The Salary Contribution determination was based on the assumption that SALGBC will apply a 6.1 % average increase from 1 July 2015 and the amounts in the schedule reflects this assumption.

13.

**IMPLEMENTATION OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT, NO 16 OF 2013 (SPLUMA)**

15/3/3/1

Riaan Kuchar  
30 June 2015

(028) 313 8087

Corporate Head Office

**1. Executive Summary**

The purpose of this report is to obtain the necessary Council resolutions required in terms of the Spatial Planning and Land Use Management, No 16 of 2013 (SPLUMA), which is applicable from 1 July 2015. A number of decisions is required from Council in order to establish certain structures. A critical step is the establishment of a Municipal Planning Tribunal (and the associated decisions related thereto).

Therefore, the purpose of this item is for Council to resolve on the following:

- (a) to take note of the implementation date of SPLUMA on 1 July 2015;
- (b) to take note of the contents of the SPLUMA Regulations (attached hereto as Annexure A), published on 23 March 2015;
- (c) to consider a municipal capacity assessment in order to determine the type of Municipal Planning Tribunal (MPT) that should be established. Such assessment investigated the associated financial, administrative, professional and work load responsibilities that the municipality has to implement SPLUMA;
- (d) decide on the composition of the MPT, including the number of members, both internally and externally; and
- (e) to approve of the nomination process that needs to be followed in establishing the MPT, including agreeing on the members of the evaluation panel and in terms of what criteria the latter must assess potential applicants, where relevant.

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Infrastructure and Planning  
Town- and Spatial Planning

**3. Compliance with Strategic Priorities**

Provision of democratic, accountable and ethical governance  
Creation and maintenance of a safe and healthy environment  
The encouragement of structured community participation in the matters of the Municipality  
Promotion of tourism, economic and social development

#### 4. Delegated Authority

None

#### 5. Legal Requirements

- Spatial Planning and Land Use Management Act, No 16 of 2013 (SPLUMA)
- Regulations in terms of the Spatial Planning and Land Use Management Act, No 16 of 2013

#### 6. Background/Discussion/Conclusion

##### Background

Regulations in terms of SPLUMA were published on 23 March 2015 (*the Spatial Planning and Land Use Management Regulations: Land Use Management and General Matters, 2015*) under Notice R239/2015 in Government Gazette 38594.

##### Discussion

A key action required before the implementation of SPLUMA, is the establishment of a Planning Tribunal (No political office bearer may be a member of the tribunal.)

In terms of Section 2 of the SPLUMA Regulations, three types of tribunals can be established, being a tribunal for its municipal area, joint tribunal with one or more Municipalities or a District Municipal Planning Tribunal.

An investigation was undertaken to establish if Planning and a Planning Tribunal could be a shared service in the Overberg Region. The outcome thereof was however that each Municipality should establish its own tribunal.

However, in order for Overstrand to confirm the establishment of a Municipal Planning Tribunal, Council has to consider the following points as per Regulation 2(a), (b), (c) and (d) in terms of SPLUMA.

##### Administrative and Professional capacity within the Municipality to implement SPLUMA

In terms of secretariat capacity for the MPT to keep record of all its proceedings in terms of Section 40(5) of SPLUMA, it is foreseen that the existing capacity within the Municipality (such as existing secretariat) will provide the services on a permanent basis. The Municipality therefore has the capacity to effectively render tribunal services and no new structure needs to be created.

The screening of land use / development applications submitted to the Municipality will be dealt with by the Planning Department and capacity exists.

Currently Overstrand has four SACPLAN Registered Planners and one in process of registration which will undertake certain report writing for the MPT and the Authorised Official. These planners may also serve as technical advisors to the MPT, but since they are part of the evaluation process they should not be tribunal members. It should be noted that a further vacant post for a planner exists in the Municipality, which will be filled in future.

### **Conclusion**

The Overstrand Municipality has the administrative and professional capacity to implement the regulations regarding a Planning Tribunal.

#### Financial Capacity to implement SPLUMA

It is foreseen that the tribunal will consist of four Municipal officials and one external member, being a government official.

The Municipal officials in terms of legislation are not eligible for any additional or overtime remuneration.

The external member being a Government Official will only be reimbursed for travel and subsistence. As only 12 meetings per year are foreseen, the cost is estimated at approximately R30 000-00.

Further, the Tribunal- or Appeal Authority may make use of external professionals for advice on certain matters as and when required.

Sufficient funds are available on the 2015/2016 budget for this purpose.

### **Conclusion**

The Overstrand Municipality has the financial capacity to fulfil its requirement in regard to SPLUMA.

#### Development pressures and average number of applications received

The Municipality has been identified as having a high growth potential, as per the Growth Potential of Towns Study.

Furthermore, the Municipality receives on average 381 land use applications per annum, translating into a high workload for the existing human resource capacity. It should be noted that SPLUMA does not, besides Removal of Restrictions applications, result in more land use applications. It is therefore not

anticipated that there will be a significantly greater workload for the Municipality. It is foreseen that the same number of applications will cross the officials' desks, however the difference now is that all decisions will be decided solely by the Municipality and not some by the provincial government anymore.

Based on the number of land use / development applications received by the Municipality and the proposed categorization of applications for consideration by the MPT and the Authorised Official, it is expected that the frequency of MPT meetings will be 12 per annum. This may vary due to operational requirements.

### **Conclusion**

Overstrand Municipality is able to process its planning applications within prescribed time frames. It is concluded that Overstrand Municipality, with the current capacity and the current application ratio, can provide the service as required by SPLUMA.

### **Final Conclusion**

In terms of the consideration of Regulation 2(a), (b), (c) and (d) of SPLUMA it is confirmed that Overstrand Municipality has the necessary administrative, professional and financial capacity to establish its own Municipal Planning Tribunal in terms of Section 35 of SPLUMA.

### **Composition of Municipal Planning Tribunals (MPT's) in terms of Section 36 & 37 SPLUMA**

In terms of SPLUMA a MPT must consist of a minimum of five members, of which at least 1 must be an external member (could also be another organ of state/provincial government/national government/another Municipality or external consultant). The Municipality must identify the 'internal' members from its own officials to serve as Municipal Tribunal Members and either call for nominees to be appointed as external members of the MPT and/or invite officials from another organ of state to be external members. Council must decide on its preference in terms of composition, bearing in mind the financial and human resource implications thereof.

The Municipality must invite nominations or applications through the press for persons who are not governmental officials and who have knowledge and experience of spatial planning, land use management and land development or the law related thereto. If the Municipality decides to invite nominations from Organisations as per Regulation 3(2)(a) it has to do so in the press or Provincial Gazette.

**Conclusion**

It is recommended that Overstrand appoints five members to its tribunal of which four are officials and one is an external member.

The following internal officials are proposed as MPT members: Municipal Manager; Director: Infrastructure and Planning; Director: Community Services and Director: Economic Development.

It is recommended that the Municipality approaches the following National/Provincial Departments to provide external members on the MPT: Department of Rural Development and Land Reform (National) and the Department of Environmental Affairs and Development and Planning (Provincial).

The latter members to be evaluated against the following criteria.

- at least 5 years experience in Spatial Planning and Land Use Management;
- registered with SACPLAN as professional planner; and
- extensive experience and knowledge of planning legislation.

In order to consider the nominations, an evaluation panel needs to be established to evaluate the candidates. It is recommended that the following Municipal officials constitute the evaluation panel that will evaluate all nominations for external members of the MPT: Municipal Manager; Director: Infrastructure and Planning and Senior Manager: Town- and Spatial Planning.

**7. Financial Implications**

Will be paid from Contracted Services: Infrastructure & Planning – Town Planner: Unique Code: 20150212023355 at approved rates.

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

Annexure A: SPLUMA Regulations as Gazetted on 23 March 2015

**RECOMMENDATION TO THE COUNCIL:**

1. that, based on the requirements set out in the Spatial Planning and Land Use Management Act, No 16 of 2013, the associated implications thereof and the findings of the Municipality's administrative, professional and financial capacity, Overstrand Municipality be regarded as having the ability to implement Chapter 6 of SPLUMA (Land Development Management);
2. that the implementation date of SPLUMA, being 1 July 2015, be noted;
3. that the contents of the SPLUMA Regulations published on 23 March 2015, be noted;
4. that the municipal capacity assessment that has been undertaken, be noted and that the establishment of a single Municipal Planning Tribunal (MPT) for the Overstrand Municipality, be approved;
5. that the MPT comprises of five members of which four be internal officials and one an external member;
6. that the following municipal officials be appointed to serve on the MPT: Municipal Manager; Director: Infrastructure and Planning; Director: Economic Development and Director: Community Services;
7. that the Municipal Manager; Director: Infrastructure and Planning and Senior Manager: Town- and Spatial Planning be appointed to evaluate the external members to be nominated for the Planning Tribunal;
8. that the external MPT members be remunerated for travel and subsistence only;
9. that an invitation be extended to the National Department of Rural Development and Land Reform and the Provincial Department of Environmental Affairs and Development Planning to serve on the MPT as external members; and
10. that the evaluation panel considers the potential external MPT members in terms of the following criteria and report back with recommendations to Council, for the latter's approval -
  - at least 5 years' experience in Spatial Planning and Land Use Management;
  - registered with SACPLAN as professional planner; and
  - extensive experience and knowledge of planning legislation.

**RESPONSIBLE OFFICIAL :**

**R KUCHAR**

**TARGET DATE FOR IMPLEMENTATION :**

**9 SEPTEMBER 2015**

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

NO. R. 239

23 MARCH 2015

SPATIAL PLANNING AND LAND USE MANAGEMENT ACT, 16  
OF 2013

REGULATIONS IN TERMS OF THE SPATIAL PLANNING AND  
LAND USE MANAGEMENT ACT, 16 OF 2013

The Minister of Rural Development and Land Reform hereby  
publishes the regulations made in terms of section 54 of the Spatial  
Planning and Land Use Management Act, 16 of 2013.



MKWINTLE G. E. (MP)  
MINISTER: RURAL DEVELOPMENT AND LAND REFORM  
DATE: 18/03/2015

REGULATIONS IN TERMS OF THE SPATIAL PLANNING AND LAND USE  
MANAGEMENT ACT, 16 OF 2013

The Minister of Rural Development and Land Reform has under section 94 of the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013), made the regulations set out in the Schedule.

SCHEDULE

ARRANGEMENT OF REGULATIONS

CHAPTER 1

INTRODUCTORY PROVISIONS

- Regulations  
1. Definitions

CHAPTER 2

MUNICIPAL PLANNING TRIBUNALS

Part A

Municipal Assessment

2. Municipal assessment prior to establishment of Municipal Planning Tribunal

Part B

Municipal Planning Tribunal for Municipal Area

3. Institutional requirements for establishment of Municipal Planning Tribunal for municipal area

Part C

Joint Municipal Planning Tribunal

4. Agreement to establish joint Municipal Planning Tribunal  
5. Monitoring of joint Municipal Planning Tribunal  
6. Withdrawal from or termination of joint Municipal Planning Tribunal

Part D

Municipal Planning Tribunal for District Municipal Area

7. Agreement to establish Municipal Planning Tribunal for District Municipal Area  
8. Monitoring and implementing decision of Municipal Planning Tribunal for district municipal area  
9. Termination of Municipal Planning Tribunal for district municipal area

37. Short title and date of commencement

Schedule 1: Terms and standards for the terms and conditions of service of members of Municipal Planning Tribunal

Schedule 2: Standard Call for Nominations for Persons to be Appointed as Members to the Municipal Planning Tribunal

Schedule 3: Code of Conduct for Members of the Municipal Planning Tribunal

Schedule 4: Standard Agreement for the Establishment of a Joint Municipal Planning Tribunal

Schedule 5: Standard Categories of Land Development and Land Use Applications

#### CHAPTER 1

##### INTRODUCTORY PROVISIONS

#### 1 Definitions

In these Regulations, any word or expression defined in the Act has the same meaning in these Regulations, unless the context indicates otherwise, and:

"Act" means the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013);

"apical authority" means the apical authority referred to in regulation 20;

"authorised official" means an official who may consider and determine applications as contemplated in section 33(2) of the Act;

"Department" means the national department responsible for spatial planning and land use management;

"Municipal municipality" means the district municipality as defined in the Municipal Structures Act, 1998 (Act No. 117 of 1998);

"municipal envelope" means a sector specified in terms of section 54A of the Municipal Systems Act;

"provincial legislation" means legislation contemplated in section 10 of the Act;

"Regulations" mean these Regulations and includes the Schedules attached hereto or referred to herein; and

"traditional council" means a traditional council that has been established and recognised for a traditional community in accordance with the provisions of section 9 of the Traditional Leadership and Governance Framework Act, 2003 (Act No. 41 of 2003) or any corresponding provision in provincial legislation.

CHAPTER 2  
MUNICIPAL PLANNING TRIBUNALS

Part A

Municipal Assessment

- 2. Municipal assessment prior to establishment of Municipal Planning Tribunal**
- (1) The decision of a municipality to –
- (a) establish a joint Municipal Planning Tribunal as contemplated in section 34(1) of the Act; or
  - (b) agree to the establishment of a Municipal Planning Tribunal by a district municipality as contemplated in section 34(2) of the Act; or
  - (c) establish a Municipal Planning Tribunal for its municipal area
- may be preceded by an assessment of the factors referred to in subregulation (2).
- (2) The assessment referred to in subregulation (1) includes, amongst others, the following factors as it relates to Chapter 6 of the Act –
- (a) the impact of the Act on the municipality's financial, administrative and professional capacity;
  - (b) the ability of the municipality to effectively implement the provisions of Chapter 6 of the Act;
  - (c) the average number of applications dealt with by the municipality annually in terms of existing planning legislation; and
  - (d) the development pressures in the municipal area.
- (3) If the municipality does not have capacity to implement the provisions of Chapter 6 of the Act, it is an indication that a joint Municipal Planning Tribunal contemplated in section 34(1) or (2) could be considered by the municipality.
- (4) If a district municipality considers the establishment of a Municipal Planning Tribunal contemplated in section 34(2), it must ensure that it has sufficient financial, administrative and professional capacity to establish and administer the Municipal Planning Tribunal.

Part B

Municipal Planning Tribunal for Municipal Area

- 3. Additional requirements for establishment of Municipal Planning Tribunal for municipal area**
- (1) A municipality, in establishing a Municipal Planning Tribunal for its municipal area in terms of section 34(1) of the Act, must, amongst others –
- (a) determine the number and designation of officials in the full-time service of the municipality to serve on the Municipal Planning Tribunal;

- (b) determine the number of members who are not officials of that municipality to be appointed to the Municipal Planning Tribunal, the knowledge and experience that they should represent and their term of office, if it is of the opinion that it should be less than five years as contemplated in section 37(1) of the Act;
- (c) determine the terms and conditions of service of the members of the Municipal Planning Tribunal in accordance with the norms and standards referred to in Schedule 1;
- (d) subject to the provisions of subregulation (5), determine procedures for the invitation and calling for nominations of persons contemplated in section 36(1)(b) of the Act to serve on the Municipal Planning Tribunal;
- (e) identify any additional criteria that a person referred to in paragraph (d) must comply with;
- (f) subject to the provisions of subregulation (10), determine the format of the call for nominations;
- (g) convene an evaluation panel to evaluate the nominations received by the municipality and determine the terms of reference of that evaluation panel;
- (h) consider the recommendations of the evaluation panel and make the appropriate appointments and designate the chairperson and deputy chairperson;
- (i) inform the members in writing of their appointment;
- (j) publish the names of the members of the Municipal Planning Tribunal and their term of office as contemplated in section 37(4) of the Act; and
- (k) develop and approve operational procedures for the Municipal Planning Tribunal.
- (2) A member of the Municipal Planning Tribunal appointed in terms of section 36(1)(c) of the Act may be –
- (a) an officer or employee of –
    - (i) any department of state or administration in the national or provincial sphere of government;
    - (ii) a government business enterprise;
    - (iii) a public entity;
    - (iv) organized local government as envisaged in the Constitution;
    - (v) an organization created by government to provide municipal support;
    - (vi) a non-governmental organization; and
    - (vii) any other organ of state not provided for in subparagraph (i) to (vi);
  - (b) an individual in his or her own capacity.
- (3) An invitation to nominate an official or employee referred to in subregulation (2)(a) to serve on the Municipal Planning Tribunal must be in writing and may be extended to the departments in the national and provincial sphere of government, other organs of state and

organisations referred to in subregulation (2)(a) and such an invitation does not have to be published.

(4) A nomination submitted in response to an invitation must comply with all the requirements for a nomination submitted in response to a call for nomination referred to in subregulation (3).

(5) Notice of the call for nominations for prospective members of the Municipal Planning Tribunal and the names of the members appointed by the municipality may be communicated by it in any format it approves but it must include the publication of the call for nominations in at least one newspaper circulated in the municipal area.

(6) The call for nominations must -

- (a) request sufficient information for the municipality to evaluate the knowledge and experience of the nominee;
- (b) permit self-nomination or provide for acceptance of the nomination by the nominee;
- (c) include a confirmation by the nominee that he or she is not disqualified from serving as a member as contemplated in section 35 of the Act;
- (d) include agreement by the nominee that the municipality may verify all the information provided by the nominee;
- (e) include a statement that the nominee will be obliged to commit to and uphold a code of conduct; and
- (f) provide for a closing date for nominations which date may be no less than 14 days from the date of publication and no nominations submitted after that date may be evaluated by the municipality.

(7) If no or insufficient nominations are received or if the nominees do not possess the requisite knowledge and skills or comply with any additional criteria which may have been determined by the municipality, the municipality must invite and call for nominations for a second time and follow the process required for the invitation and calling for nominations prescribed by this regulation.

(8) If after the second invitation and calling for nomination no or insufficient nominations are received or if the nominees do not possess the requisite knowledge and skills or comply with any additional criteria which may have been determined by the municipality, the executive authority of the municipality must designate persons who possess the requisite knowledge and skills and comply with any additional criteria which may have been determined by the municipality and appoint such persons.

(9) A nomination must be in writing and submitted to the municipality in the manner and format determined by the municipality.

(10) A municipality may use the standard format for a call for nominations contained in Schedule 2, subject to any modifications and qualifications as the municipality deems necessary.

(11) The evaluation panel referred to in subregulation (1)(g) must –

- (a) consist of officials in the employ of the municipality, and
- (b) evaluate all nominations that complied with the requirements of the regulation which were received by the municipality in response to the invitation and call for nominations and make recommendations on the appointment of members to the municipality.

(12) The municipality may not appoint any persons to the Municipal Planning Tribunal if that person –

- (a) was not nominated in accordance with the provisions of this regulation;
- (b) is disqualified from appointment as contemplated in section 36 of the Act; or
- (c) if he or she does not possess the knowledge or experience required in terms of section 36(1)(b) of the Act or the additional criteria determined in terms of subregulation (1)(g).

#### Part C

##### Joint Municipal Planning Tribunal

#### 4 Agreement to establish joint Municipal Planning Tribunal

(1) An agreement between two or more municipalities to establish a joint Municipal Planning Tribunal as contemplated in section 34(1) of the Act must describe the rights, obligations and responsibilities of the participating municipalities and must provide for at least –

- (a) the name and municipal code of each participating municipality;
- (b) the budgetary, funding and administrative arrangements for the joint Municipal Planning Tribunal and the legal obligations of each participating municipality;
- (c) the number and manner of designation of officers representing each of the participating municipalities to the joint Municipal Planning Tribunal, the filling of vacancies and the replacement and recall of the officers;
- (d) the number and manner of appointment of members contemplated in section 36(1)(b) of the Act and the filling of vacancies;
- (e) subject to regulation 3(1)(c), the terms and conditions applicable to the members of the joint Municipal Planning Tribunal;
- (f) the appointment of a chairman and deputy chairman;
- (g) the institutional requirements referred to in regulation 3;
- (h) the categories of applications it will consider and decide;

- (i) the administrative support arrangements and the manner in which the municipality must give effect to a decision of the joint Municipal Planning Tribunal;
  - (j) the designation of an officer in the employ of each participating municipality to inspect, at any time during normal business hours, the records and operations of the joint Municipal Planning Tribunal on behalf of the participating municipalities;
  - (k) determine the conditions for, and consequences of, the withdrawal from the agreement of a participating municipality;
  - (l) determine the conditions for, and consequences of, the termination of the agreement, including the method and schedule for winding-up the operations of the joint Municipal Planning Tribunal; and
- and any other matter relating to the proper functioning of the joint Municipal Planning Tribunal.
- (2) The municipalities establishing a joint Municipal Planning Tribunal may use the standard agreement contained in Schedule 4, subject to any modifications and qualifications as the municipalities deem necessary.
- (3) An agreement to establish a joint Municipal Planning Tribunal must be approved by council resolution of each of the Municipal Councils in accordance with their rules and bylaws.
- (4) The publication of an agreement contemplated in section 24(2) of the Act must provide for establishment of the joint Municipal Planning Tribunal agreed to in that agreement.

#### 5. Monitoring of joint Municipal Planning Tribunal

A joint Municipal Planning Tribunal –

- (a) is accountable to each municipality which it is party to the agreement establishing it; and
- (b) must submit a quarterly report on its activities and performance to the participating municipalities in the manner and format determined by the participating municipalities.

#### 6. Withdrawal from or termination of joint Municipal Planning Tribunal

- (1) If a municipality, for whatever reason, decides to withdraw from a joint Municipal Planning Tribunal, it must –
- (a) in writing, give the other party to the agreement referred to in regulation 4, six months' notice of its intention to withdraw from the joint Municipal Planning Tribunal in accordance with the provisions of the agreement; and

- (b) where that all the legal, financial, practical and other consequences have been identified and addressed before such withdrawal, including the establishment of a Municipal Planning Tribunal for its municipal area or its participation in another joint Municipal Planning Tribunal or in a Municipal Planning Tribunal for a district municipal area.
- (2) A joint Municipal Planning Tribunal terminates –
- automatically when there is only one remaining participating municipality;
  - by written agreement among all of the participating municipalities; or
  - upon the fulfilment of any condition for termination contained in the agreement.
- (3) If a municipality withdraws from a joint Municipal Planning Tribunal or if it is terminated, its withdrawal or termination must be published in the *Provincial Gazette* and a local newspaper distributed in the municipal area of each of the participating municipalities.

## Part D

## Municipal Planning Tribunal for District Municipal Area

## 7. Agreement to establish Municipal Planning Tribunal for District Municipal Area

- (1) An agreement between a district municipality and the local municipalities within the area of such district municipality as contemplated in section 24(2) of the Act must describe the rights, obligations and responsibilities of the district municipality and the participating local municipalities and must provide with the necessary changes, for at least those matters referred to in regulation 4.
- (2) In addition to the matters referred to in regulation 4, the agreement must provide for the manner and format with which the district municipality must submit its quarterly report.
- (3) The district municipality establishing a Municipal Planning Tribunal and the local municipalities may use the standard agreement contained in Schedule 4 subject to any modifications and qualifications as they deem necessary.
- (4) An agreement to establish a Municipal Planning Tribunal for a district municipal area must be approved by a council resolution of each of the Municipal Councils in accordance with their rules and orders.
- (5) The publication of an agreement contemplated in section 26(2) of the Act must precede the establishment of the type of Municipal Planning Tribunal agreed to in the agreement.

## 8. Monitoring and implementing decisions of Municipal Planning Tribunal for district municipal area

## A Municipal Planning Tribunal for a district municipal area –

- (a) is accountable to each municipality which is a party to the agreement;

- (b) must submit a quarterly report on its activities and performance to the district municipality and the constituent municipalities in the manner and format determined by the district municipality; and
- (c) inform the relevant municipality of its decision regarding an application relating to land located in that municipal area and the manner in which that municipality must give effect to that decision.

#### 9. Termination of Municipal Planning Tribunal for district municipal areas

- (1) If a municipality withdraws from a Municipal Planning Tribunal for a district municipal area, it must –
- in writing, give the parties to the agreement referred to in regulation 7, six months' notice of its intention to withdraw from the joint Municipal Planning Tribunal; and
  - ensure that all the legal, financial, practical and other consequences have been identified and addressed before such withdrawal, including the establishment of a Municipal Planning Tribunal for its municipal area.
- (2) A Municipal Planning Tribunal for a district municipal area terminates –
- automatically when at least one of the participating municipalities withdraws from the agreement;
  - by written agreement among the participating municipalities; or
  - upon the fulfilment of any condition for termination contained in the agreement.
- (3) If a municipality withdraws from a Municipal Planning Tribunal for a district municipal area or if it is terminated, the withdrawal or termination must be published in the Provincial Gazette and a local newspaper distributed in the municipal area of each of the participating municipalities.

#### Part E

##### Adjustment of the Division of Functions and Powers of Local Municipality

#### 10. Allocation of municipal planning function

It, in accordance with section 55 of the Municipal Structures Act –

- the MEC for local government in a province adjusts the division of functions and powers of a local municipality and district municipality by way of an allocation of the municipal planning function which vests in a local municipality in terms of the Constitution to the district municipality; or
- the national Minister responsible for local government, creates or withdraws any allocation of a function or power or adjusts the division of functions and powers of a local municipality and district municipality by virtue of the notice by the MEC.

for local government to make an adjustment in accordance with the assessment of the Determination Board.

The district municipality is deemed to be that local municipality for purposes of spatial planning and land use management and it must establish a Municipal Planning Tribunal as contemplated in the Act and the Regulations.

#### Part F

##### General Matters

###### 11. Technical and other advisors to Municipal Planning Tribunal

(1) A Municipal Planning Tribunal may establish a database of persons it considers appropriate to serve as technical and other advisors to it.

(2) A technical and other advisor must be a person with knowledge and expertise specific to the land development and land use application and who is registered with the relevant professional body or voluntary association.

###### 12. Proceedings of Municipal Planning Tribunal

The operational procedures contemplated in regulation 3(1)(x) must provide for the manner in which land development and land use applications must be considered and determined by a Municipal Planning Tribunal and it shall have to allow for oral representations by parties to an application.

###### 13. Legal indemnification

(1) Whenever a claim is made or legal proceedings are instituted against a member of the Municipal Planning Tribunal or appeal authority or an authorized official arising out of any act or any omission by a member or authorized official in the performance of his or her duties or the exercise of his or her powers, the municipality must, if it is of the opinion that the member or authorized official acted or omitted to act in good faith and without negligence -

(a) in the case of a civil claim or civil proceedings, indemnify the member or authorized official in respect of such claim or proceedings; and

(b) provide legal representation for such member or authorized official at the cost of the municipality or pay taxed party and party costs of legal representation.

(2) If a criminal prosecution is instituted against a member of the Municipal Planning Tribunal or appeal authority or authorized official, the municipality must, if it is of the opinion that the member or authorized official acted or omitted to act in good faith and without negligence or it is in the interests of the municipality to do so, provide for legal representation for such member or authorized official at the cost of the municipality.

(3) A member of a Municipal Planning Tribunal or appeal authority or an authorized official has no legal indemnification if he or she, with regard to the act or omission, is liable in law and -

- (a) intentionally exceeded his or her powers;
  - (b) made use of alcohol or drugs;
  - (c) did not act in the course and scope of his or her employment, designation or appointment;
  - (d) acted recklessly or intentionally;
  - (e) made an admission that was detrimental to the municipality; or
  - (f) failed to comply with or ignored standing instructions, of which he or she was aware of or could reasonably have been aware of, which led to the loss, damage or reason for the claim.
- (4) The municipality may determine by means of a policy or by other means -
- (a) the terms and conditions of such indemnity and legal representation; and
  - (b) in addition to the circumstances contemplated in subregulation (2), other circumstances in which such indemnity or legal representation may be withdrawn by the municipality.
- (5) For the purposes of the regulator "indemnity" means an undertaking to pay any damages, claim or legal costs awarded by a court against a member of the Municipal Planning Tribunal or agreed to by the municipality in terms of a formal settlement process.

#### CHAPTER 3

##### LAND DEVELOPMENT AND LAND USE APPLICATIONS

#### 14. Submission of land development and land use applications

- (1) A municipality must, at least, determine -
- (a) the manner and format in which a land development and land use application must be submitted;
  - (b) the fees payable for a land development and land use application;
  - (c) subject to regulator 16, the timelines applicable to each component of the process referred to in this regulation;
  - (d) the manner and extent of the public participation process for each type of land development and land use application;
  - (e) the manner and extent of the intergovernmental participation process for each type of land development and land use application;
  - (f) procedures for site inspections, if required;
  - (g) procedures for an assessment in a land development and land use application.

- (b) the place where a land development and land use application must be submitted by the applicant; and
  - (c) a procedure that provides for a land development and land use application that is, on face value, when submitted to a municipality, incomplete and a land development and land use application that, after substantive scrutiny by a municipality, requires additional information from the applicant.
- (2) If the municipality does not determine a place as contemplated in subregulation (1)(b), a land development and land use application must be submitted to the municipal manager.

**15. Categories of land development and land use applications**

- (1) If a municipality decides not to authorise an official to consider and determine certain land development and land use applications, the Municipal Planning Tribunal must consider and decide all land use and land development and land use applications that is submitted to the municipality.
- (2) If a municipality authorises an official to consider and determine certain land development and land use applications as contemplated in section 25(2) of the Act, it must consider the following aspects in its categorisation of land development and land use applications:
- (a) type of land development or land use application;
  - (b) scale and nature of the land development or land use application;
  - (c) the potential impact of the right granted if the land development or land use application is approved;
  - (d) the level of public participation required;
  - (e) whether or not the land development or land use application is in line with the municipality's spatial development framework and other relevant policies;
  - (f) any other aspect that the municipality considers appropriate; or
  - (g) any combination of the aspects referred to in paragraph (a) to (f).
- (3) If the municipality applies to categories land development and land use applications according to the type of application referred to in subregulation 2(a), it may use the standard categorisation of land development and land use applications contained in provincial legislation or contained in Schedule 5, subject to any modifications and qualifications as the municipality deems necessary.
- (4) The municipality must determine which category of land development and land use application must be considered and determined by the authorised official and which category must be considered and determined by the Municipal Planning Tribunal and may use the standard classes of functions contained in Schedule 5.

**18. Timeframes for land development and land use applications**

(1) This regulation applies if no applicable provincial legislation or municipal by-laws have been promulgated that provide timeframes for land development and land use applications or a mechanism for regulating circumstances of apparent undue delay by the Municipal Planning Tribunal or authorized official.

(2) For the purpose of this regulation, a land development and land use application will be subjected to an administrative phase, a consideration phase and a decision phase.

(3) The administrative phase commences only after a complete land development and land use application is submitted to a municipality and the components of this phase contemplated in subregulation (8) for which the municipality is responsible, may not be longer than 12 months.

(4) The consideration phase may not be longer than 3 months.

(5) The decision must be made within 30 days from the last meeting of the Municipal Planning Tribunal or the authorized official.

(6) The administrative phase is the phase during which all public participation notices must be published and responded to, parties must be informed, public participation processes finalized, inter-governmental participation processes finalized and the application referred to the Municipal Planning Tribunal or authorized official for consideration and decision-making.

(7) The consideration phase is the phase during which the Municipal Planning Tribunal or authorized official must consider the application, whether it be a written or oral proceeding and undertake investigations, if required.

(8) If no decision is made within the period related to it in subregulations (3), (4) or (5), it is considered undue delay for purposes of the Act and the applicant or interested person may report the non-performance of the Municipal Planning Tribunal or authorized official to the municipal manager, who must report it to the municipal council and mayor.

(9) If at any time during the administrative phase the applicant fails to act or provide the necessary information within the timeframe required by the municipality, the application is deemed to be refused by the Municipal Planning Tribunal or authorized official.

(10) If an organ of state which is requested to provide comment on an application does not provide comment in the timeframe permitted by the municipality or any further extension of the period granted by the municipality for that comment, it is deemed that the organ of state has no objection to the application and the granting of the right applied for in the application and the Municipal Planning Tribunal or authorized official may report that non-performance to the executive authority of that organ of state, the Minister and relevant MEC.

## 17. Alignment of authorisations

(1) If a municipality and an organ of state elect to exercise their powers jointly as contemplated in section 30 of the Act, they may enter into a written agreement that –

- (a) identifies the duplication in the submission of information to the municipality and organ of state;
- (b) identifies the duplication in the execution of a process, including a public participation process and an intergovernmental consultation process;
- (c) provides a framework for the coordination of the procedural requirements for applications submitted in terms of the municipal by-laws and other legislation;
- (d) determines the circumstances under which separate authorisations or an integrated authorisation will be issued; and
- (e) if the municipality and organ of state agree to an integrated authorisation, facilities –
  - (i) the integrated submission, public participation and intergovernmental consultation process for a specific proposed development or utilisation of land;
  - (ii) assessment of applications by the municipality and the organ of state; and
  - (iii) the publication of one notice indicating the decision of the municipality and the organ of state for a specific proposed development or utilisation of land.

(2) A municipality may decide an application that, in addition to the approval required in terms of the Act, requires approval in terms of other legislation on the basis of a process prescribed under that legislation, but only if the process meets the requirements of the Act, applicable provincial legislation and municipal by-laws.

## 18. Application where no town planning scheme or land use scheme applies

(1) The owner of land located in a municipal area where no town planning scheme or land use scheme applies to that piece of land, if such owner wants to change the purpose of the land use from that which it is lawfully used for in terms of Schedule 2 of the Act to another purpose listed in that Schedule or commence an existing lawful land use, the owner or such other person as referred to in section 45(1) of Act, must apply to the municipality in whose municipal area that land is located –

- (a) if there is a town planning scheme, for an incorporation of the land use in the town planning scheme; or
- (b) if there is no town planning scheme or land use scheme, for a change of the Act use.

(2) An application referred to in subregulation (1) must, amongst others, contain the following information:

- (b) a description of the land to which the application relates;
- (c) the land use requested and the reason therefor; and
- (d) any other information that the municipality may require.
- (3) The municipality must, if an application is received as contemplated in subregulation (1), determine whether the land to which the application relates was lawfully used or used to have lawfully been used for a purpose listed in Schedule 2 of the Act.
- (4) The public participation procedures and the intergovernmental participation procedures for an application in terms of this regulation are the same as determined by the municipality for a land development and land use application.
- (5) The municipality must refer an application contemplated in subregulation (1) to the Municipal Planning Tribunal or authorised official for consideration and decision.
- (6) The Municipal Planning Tribunal or authorised official must consider, amongst others, the following when deciding an application –
- whether that application is in conflict with the municipal spatial development framework;
  - whether or not the approval of the application is in conflict with or will impact negatively on the land uses of the pieces of land in the area surrounding the land to which the application relates;
  - whether the land to which the application relates is or is part of high potential agricultural land; and
  - whether granting the application will formate an existing lawful land use.
- (7) The municipality must keep a record of decisions made by the Municipal Planning Tribunal and authorised official in terms of subregulation (1)(b) and the land use scheme, when developed, must reflect the land use approved by the Municipal Planning Tribunal and the authorised official.
19. Areas under traditional leadership
- (1) A traditional council may conclude a service level agreement with the municipality in whose municipal area that traditional council is located, subject to the provisions of any relevant national or provincial legislation, in terms of which the traditional council may perform such functions as agreed to in the service level agreement, provided that the traditional council may not make a land development or land use decision.
- (2) If a traditional council does not conclude a service level agreement with the municipality as contemplated in subregulation (1), that traditional council is responsible for providing proof of the situation of land in terms of the customary law applicable in that traditional area to the applicant of a land development and land use application in order for that applicant to submit it in accordance with the provisions of these Regulations.

CHAPTER 4  
APPEALS

20 Determination of appeal procedures

A municipality must determine appeal procedures for the lodging and consideration of appeals contemplated in section 51 of the Act in the following instances:

- (a) if the executive authority of the municipality serves as appeal authority;
- (b) if the municipality authorises a body or institution outside of the municipality to assume the obligations of an appeal authority, including a body or institution authorised in terms of an agreement to establish a joint Municipal Planning Tribunal;
- (c) if provincial legislation regulates the manner of appeals, but does not determine appeal procedures; and
- (d) if the executive authority delegates its authority to hear appeals to an official or a panel of officials as contemplated in section 56 of the Act.

21 Contents of appeal procedures

The appeal procedures determined by the municipality in terms of regulation 23, must include the following:

- (a) in the case where the municipality does not have an executive mayoral system, designation of the presiding officer and the powers and functions of the presiding officer;
- (b) duty of members of an appeal authority to disclose interest;
- (c) management of the administrative affairs of the appeal authority;
- (d) record keeping;
- (e) manner of submission and notice of appeal;
- (f) manner of submission and notice to oppose an appeal;
- (g) granting intervenor status as contemplated in Chapter 5 of these Regulations;
- (h) fees payable on submission of notice of appeal or notice to oppose an appeal or a petition to be granted intervenor status;
- (i) manner of obtaining all the necessary information from the Municipal Planning Tribunal or authorised official that made the decision which forms the subject matter of the appeal;
- (j) submission of additional information that could materially impact on the decision taken by the Municipal Planning Tribunal or authorised official during the appeal hearing;
- (k) giving effect to the decision of the appeal authority; and

- (i) any other procedure which may, in the opinion of the municipality, be necessary for the effective and efficient functioning of the appeal authority

### 22 Jurisdiction of appeal authority

A municipality may provide for an appeal authority to consider an appeal on one or more of the following:

- (a) the administrative action was not procedurally fair as contemplated in the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000);  
 (b) the merits of the land development or land use application.

### 23 Hearing by appeal authority

- (1) An appeal may be heard by an appeal authority by means of -  
 (a) a written hearing; or  
 (b) an oral hearing.
- (2) A written hearing may be held if it appears to the appeal authority that the issues for determination of the appeal can be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it.
- (3) An oral hearing may be held -  
 (a) if it appears to the appeal authority that the issues for determination of the appeal cannot be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it; or  
 (b) if such hearing would assist in the expeditious and fair disposal of the appeal.
- (4) If appropriate in the circumstances, the oral hearing may be held by electronic means.

### 24 Representation before appeal authority

If the appeal authority decides to hold an oral hearing, any party to the appeal proceedings may appear in person or may be represented by another person.

### 25 Opportunity to make submissions and inspect documents

The appeal authority must ensure that every party to a proceeding before the appeal authority is given an opportunity to present his or her case and, in particular, to inspect any documents to which the appeal authority proposes to have regard in reaching a decision in the proceeding and to make submissions in relation to those documents.

### 26 Decision of appeal authority

- (1) An appeal authority must -  
 (a) consider and determine all appeals lawfully submitted to it;

- (h) confirm, vary or revoke the decision of the Municipal Planning Tribunal or authorised official;
- (i) provide reasons for any decision made by it;
- (j) give directions relevant to its functions to the municipality;
- (k) keep a record of all its proceedings; and
- (l) determine whether the appeal falls within its jurisdiction.
- (2) If the appeal authority revokes a decision of the Municipal Planning Tribunal or authorised official it may remit the matter to the Municipal Planning Tribunal or authorised official or replace the decision with any decision it regards necessary.
- (3) The appeal authority may appoint a technical adviser to advise or assist it with regard to a matter forming part of the appeal.
- 27 Body or institution outside of the municipality assumes obligations of appeal authority**
- (1) If the municipality authorises a body or institution to assume the obligations of the appeal authority, it must publish notice of the authorisation establishment in the Provincial Gazette and one newspaper of circulation in the municipal area.
- (2) A party to an application, authorised official or a member of the Municipal Planning Tribunal that made a decision on the application that forms the subject matter of the appeal, may not be a member of the body or institution authorised in terms of this regulation.
- 28 Body or institution outside of the municipality assumes obligations of appeal authority in the manner determined by provincial legislation**
- If relevant provincial legislation regulates the manner in which the obligations of an appeal authority must be assumed the provincial legislation may not substitute the decision-making authority with its own authority.
- 29 Delegated authority to assume the obligations of appeal authority**
- The appeal authority may not delegate its power to hear an appeal to an official in the employ of the municipality who decided the application or who is a member of the Municipal Planning Tribunal that made a decision on the application that forms the subject matter of the appeal.
- 30 Timeframe for submission of appeal to appeal authority**
- (1) The municipal manager must, as soon as practicable, but no later than 34 days after completion of the pre-hearing process, submit the appeal to the appeal authority to hear the appeal.

(2) The pre-hearing process must be completed within 150 days from the date of receipt of the notice of the appeal by the municipal manager.

(3) The pre-hearing process is the process during which all the necessary documentation must be obtained, the applicant and objectors must be informed and the appeal referred to the appeal authority.

#### CHAPTER 6 INTERVENER STATUS

##### 31. Petition to be granted intervener status

(1) Where an application has been submitted to a Municipal Planning Tribunal, authorised official or an appeal has been lodged to the appeal authority, an interested person may, at any time during the proceedings, but within seven days of becoming aware of the proceedings, petition the Municipal Planning Tribunal, authorised official or appeal authority in writing in the form determined by the municipality, to be granted intervener status.

(2) The petitioner must submit together with the petition to be granted intervener status an affidavit stating that he or she –

- (a) does not conflict with any applicant, objector or appellant; and
- (b) is willing to deal with or act in regard to the application or appeal as the Municipal Planning Tribunal, authorised official or appeal authority may direct.

(3) The municipality must determine whether the requirements of this regulation have been complied with and must thereafter provide a copy of its form referred to in subregulation (1) to the parties to the application or appeal.

(4) If the Municipal Planning Tribunal, appeal authority or authorised official must determine whether a petitioner qualifies as an interested person as contemplated in section 45(4) of the Act, it may consider the following:

- (a) that his or her rights have been affected by the decision of the Municipal Planning Tribunal or authorised official or that his or her rights may be adversely affected by the decision of the Municipal Planning Tribunal or authorised official and might therefore be adversely affected by the decision of the appeal authority;
- (b) that the petitioner represents a group of people who have a direct concern in the proceedings;
- (c) the ability of the petitioner to present his or her interest would be impeded by the decision of the Municipal Planning Tribunal, authorised official or appeal authority and that his or her interest is not adequately represented by the current parties in the proceedings.

- (ii) the petitioner will provide a different perspective on the issues before the Municipal Planning Tribunal, authorised officer or appeal authority, without expending those costs;
- (iii) A determination by the Municipal Planning Tribunal, appeal authority or authorised officer whether a petitioner qualifies as an interested person is final and must be communicated to the petitioner, and the parties to the proceedings.

#### CHAPTER 5 EXEMPTIONS

##### 32 Request for exemption in writing

- (1) As soon as practicable after a province or municipality identifies a piece of land or an area that requires an exemption from the provisions of the Act, the province or municipality must, in writing, request the Minister to exempt that piece of land or an area from one or all of the provisions of the Act.
- (2) A request for exemption must contain the following information:
- A detailed description of the piece of land or area which is to be exempted, if available;
  - reasons for the exemption;
  - the relevant provisions of the Act that the piece of land or area must be exempted from.

##### 33 Deciding of request for exemption

- (1) Upon receipt of the request for exemption from a province or municipality as contemplated in regulation 22, the Minister must –
- if the request is materially incomplete, advise the province or municipality of any further information required before the request will be considered; or
  - if the request does not fully identify the piece of land or area, require the province or municipality to more specifically identify the piece of land or area before the request will be considered.
- (2) If the province or the municipality does not respond to the Minister within 30 days of receipt of the request for further particulars, the request will be deemed to have been abandoned by the province or the municipality.
- (3) If the province or the municipality responds to the Minister, but does not, in the satisfaction of the Minister, provide sufficient information to enable the Minister to make a decision, the Minister may again request further particulars or clarification and the provisions of subregulation (1) apply to such new request for further particulars or clarification.
- (4) If a request is deemed to have been abandoned in terms of subregulation (2), the

Minister may close the file on that request without making a decision contemplated in section 55 of the Act.

(5) Subject to subregulation (6), the Minister must, within 30 days after receiving a request for exemption or receiving adequate information for an exemption, publish in the Gazette a notice of the request for exemption received which notice must –

- (a) identify the piece of land or area for which an exemption is sought;
- (b) indicate the province and municipality in whose area of jurisdiction the piece of land or area is located;
- (c) indicate which organ of state is requesting the exemption;
- (d) give the reasons for the exemption as stated in the request for exemption; and
- (e) invite comment on the request for exemption in writing within a period stated in the notice, but the period may not be less than 30 days from the date of publication of the notice.

(6) Notwithstanding subregulation (5), the Minister does not have to publish a notice of the request for exemption in the Gazette if –

- (a) the piece of land or an area has to be exempted due to an emergency of a natural disaster; or
- (b) the exemption is solely due to non-compliance with provisions contained in the Act.

(7) In deciding whether a request for exemption is in the public interest as contemplated in section 55 of the Act, the Minister may consider:

- (a) the degree to which the objects of the Act referred to in section 3 of the Act will be undermined;
- (b) the degree to which the development principles, norms and standards referred to in Chapter 2 of the Act will be promoted or prejudiced by the exemption;
- (c) the degree of risk or potential risk posed by the exemption;
- (d) the impact on existing and surrounding land uses;
- (e) should the exemption not be granted, the effect would be extremely prejudicial to the interests of the community;
- (f) the type and extent of the emergency, if applicable;
- (g) if the Minister substitutes alternative provisions as contemplated in section 55(1)(c) of the Act, the capacity of the municipality to administer and implement the substituted provisions and regulate the development on the land; and
- (h) the inclusion of the piece of land or area in a strategic integrated project designated as such in terms of the Infrastructure Development Act, 2014 (Act No. 23 of 2014).

(8) The Minister must, within 30 days after the closing date referred to in subregulation

(3)(c) grant, grant in part, grant subject to conditions, grant for a specific period, substitute alternative provisions consistent with the Act or refuse a request for exemption.

(b) As soon as practicable after the decision of the Minister, he or she must –

- (i) inform the province or the municipality thereof and give reasons for his or her decision; and
- (ii) publish a notice of his or her decision in the Gazette.

(10) At any time after refusing to grant an exemption in terms of subregulation (8), the Minister –

- (a) may withdraw his or her notice of refusal to grant the exemption; and
- (b) if the Minister does withdraw the notice of refusal, he or she must reconsider the request for exemption and the provisions of this part applies with the necessary changes to that request for exemption.

#### 14 Procedures related to withdrawal of exemption

(1) The Minister may withdraw an exemption granted in terms of section 65 of the Act if –

- (a) the exemption was granted on the basis of false or mislead information;
- (b) a condition, subject to which the exemption was granted, is not fulfilled; or
- (c) the reason for granting the exemption no longer exists.

(2) If the Minister is contemplating withdrawing an exemption granted in terms of section 65 of the Act, the Minister must advise the province or the municipality concerned, in writing, of the intention to do so, as well as publishing a notice to that effect in the Gazette.

(3) After considering any submissions or other information received in relation to the proposed withdrawal, the Minister must –

- (a) withdraw the exemption; or
- (b) confirm the exemption as previously granted, in writing to that province or municipality; or
- (c) substitute alternative provisions consistent with the Act; and
- (d) give written reasons for his or her decision; and
- (e) publish a notice in the Gazette.

#### CHAPTER 7 GENERAL

#### 15 Electronic submissions

(1) Where these Regulations –

- (a) require a person to –
  - (i) send a document, a copy of a document or any notice to another person;
  - (ii) notify another person of any matter; and

(2) That other person has an address for the purposes of electronic communications, the document, copy, notice or notification may be sent or made by way of electronic communications.

(3) Where these Regulations permit a person to make representations on any matter or document, those representations may be made—

- (a) in writing, or
- (b) by way of electronic communications.

(3) If a municipality has or implements an electronic land use management system, any document, copy, notice, notification or record must be submitted and kept in accordance with that system.

(4) The provisions of the Electronic Communications and Transactions Act, 2002 (Act No. 25 of 2002) apply to any electronic communication made in terms of this regulation.

### 36 National support and monitoring

(1) If the Minister, after consultation with departments in the provincial and local sphere of government, deems it necessary to issue guidelines to municipalities to assist them in the exercising of any of their functions under the Act, the municipalities must have regard to those guidelines in the performance of their functions.

(2) Without prejudice to the generality of subregulation (1) and in order to monitor municipalities as required in section 50(2c) of the Act a municipality must, when preparing a spatial development framework and a land use scheme, append a statement to it which must include the information referred to in subregulation (3).

(3) The statement referred to in subregulation (2) must include information which demonstrates—

(a) if the municipality implemented the policies and objectives contained in the guidelines, how and to what extent the municipality implemented it, or

(b) if the municipality did not implement the policies and objectives contained in the guidelines, because of the nature and characteristics of the area or part of the area of the spatial development framework and land use scheme, it must give reasons for the for not implementing the policies and objectives contained in the guidelines.

(4) Where applicable, a Province must have regard to any guidelines issued to municipalities under subregulation (1) in the performance of its functions.

(5) The Minister may revoke or amend guidelines issued under this regulation.

(6) The Minister must publish in the Gazette a notice of any guidelines and of any amendment or revocation of those guidelines issued under this regulation.

27. Short title and date of commencement

These Regulations are called the Spatial Planning and Land Use Management Regulations: Land Use Management and General Matters, 2015 and comes into operation on the date determined by the Minister by publication of a notice thereof in the Gazette.

## SCHEDULE 1

Norms and standards for the terms and conditions of service of members of  
Municipal Planning Tribunal

- (1) An official of a municipality authorised by the municipality in terms of section 38(1)(a) of the Act as a member of the Municipal Planning Tribunal –
- (a) may only serve as member of the Municipal Planning Tribunal for as long as he or she is in the full-time employ of the municipality;
  - (b) is bound by the conditions of service determined in his or her contract of employment and is not entitled to additional remuneration, allowances, leave or sick leave or any other employee benefit as a result of his or her membership on the Municipal Planning Tribunal;
- (2) A person appointed by a municipality in terms of section 38(1)(b) of the Act as a member of the Municipal Planning Tribunal –
- (a) is not an employee on the staff establishment of that municipality;
  - (b) in the case of a person referred to in regulation 3(2)(a), is bound by the conditions of service determined in his or her contract of employment and is not entitled to additional remuneration, allowances, leave or sick leave or any other employee benefit as a result of his or her membership on the Municipal Planning Tribunal;
  - (c) performs the specific tasks allocated by the chairperson of the Municipal Planning Tribunal to him or her for a decision-making of the Municipal Planning Tribunal;
  - (d) sits at each meeting of the Municipal Planning Tribunal that requires his or her relevant knowledge and experience as determined by the chairperson of the Municipal Planning Tribunal;
  - (e) in the case of a person referred to in regulation 3(2)(b), is entitled to a sitting and travel allowance for each meeting of the Municipal Planning Tribunal that he or she sits on, as determined by provincial legislation or the municipality or, in the absence of such legislation or determination, the applicable treasury regulations and the rates as determined by the Department of Transport;
  - (f) is not entitled to paid overtime, annual leave, sick leave, maternity leave, family responsibility leave, study leave, special leave, performance bonus, medical scheme contribution by municipality, pension, motor vehicle or any other benefits which a municipal employee is entitled to;
- (3) The sitting allowance referred to in subregulation (2)(e) is subject to taxation in accordance with the normal tax rules that are issued by the South African Revenue Service.
- (4) All the members of the Municipal Planning Tribunal must adhere to a code of conduct for members of a Municipal Planning Tribunal approved by the municipality and her-

compliance thereof is grounds for or a disciplinary hearing by the municipality if the member is designated or removal from office of a member appointed in terms of regulation 3(1)(b).

(5) A municipality may use the standard Code of Conduct for Members of a Municipal Planning Tribunal contained in Schedule 3, subject to any modifications and qualifications as the municipality deems necessary.

## SCHEDULE 2

Standard Call for Nominations for Persons to be Appointed as Members to the  
Municipal Planning TribunalCALL FOR NOMINATIONS FOR PERSONS TO BE APPOINTED AS MEMBERS TO THE  
\_\_\_\_\_ MUNICIPAL PLANNING TRIBUNAL**CLOSING DATE: (INSERT DATE)**

in terms of the Spatial Planning and Land Use Management Act, 15 of 2013, the \_\_\_\_\_ Municipality hereby invites nominations for members of the public to be appointed to the \_\_\_\_\_ Municipal Planning Tribunal for its first term of office.

The period of office of members will be (insert number of years) years calculated from the date of appointment of such members by the \_\_\_\_\_ Municipality.

Nominees must be persons with leadership qualities and must have knowledge and experience of spatial planning, land use management and land development or the like related thereto.

Each nomination must be in writing and must contain the following information:

- (a) The name and address of the nominator, who must be a natural person and a person may nominate himself or herself;
- (b) The name, address and identity number of the nominee;
- (c) Motivation by the nominator for the appointment of the nominee to the \_\_\_\_\_ Municipal Planning Tribunal (not exceeding one page);
- (d) A short curriculum vitae of the nominee (not exceeding ten pages);
- (e) Certified copies of qualifications and registration certificates including registration with the relevant professional body or voluntary association.

Please note that failure to comply with the above requirements may result in the disqualification of the nomination.

Nominations must be sent to:

The Municipal Manager

\_\_\_\_\_ Municipality

P.O. Box \_\_\_\_\_

For Attention: \_\_\_\_\_

For Council: \_\_\_\_\_

To: \_\_\_\_\_

Full name of nominee: \_\_\_\_\_

ID No (of nominee): \_\_\_\_\_

I hereby declare that -

(a) I am available to serve on \_\_\_\_\_ Municipal Planning Tribunal  
(b) There is no conflict of interest OR I have the following interests which may conflict with the \_\_\_\_\_ Municipal Planning Tribunal:

(c) I am not disqualified in terms of section 28 of the Spatial Planning and Land Use Management Act, 15 of 2013 to serve on the \_\_\_\_\_ Municipal Planning Tribunal and I authorize the \_\_\_\_\_ Municipality to verify any records in relation to such disqualification or requirements.  
(d) I undertake to sign, consent to and uphold the Code of Conduct applicable to members of the \_\_\_\_\_ Municipal Planning Tribunal.

Signature of nominee

## SCHEDULE 3

## Code of Conduct for Members of the Municipal Planning Tribunal

## General conduct

1. A member of the Municipal Planning Tribunal must at all times—
  - (a) act in accordance with the principles of accountability and transparency;
  - (b) disclose his or her personal interests in any decision to be made in the planning process in which he or she serves or has been requested to serve;
  - (c) abstain completely from direct or indirect participation as an advisor or decision-maker in any matter in which he or she has a personal interest and leave any matter in which such matter is under deliberation unless the personal interest has been made a matter of public record and the municipality has given written approval and has expressly authorised his or her participation.
2. A member of the Municipal Planning Tribunal may not—
  - (a) use the position or privileges of a member of the Municipal Planning Tribunal or confidential information obtained as a member of the Municipal Planning Tribunal for personal gain or to improperly benefit another person; and
  - (b) participate in a decision concerning a matter in which that member or that member's spouse, partner or business associate has a direct or indirect personal interest or private business interest.

## Gifts

3. A member of the Municipal Planning Tribunal may not receive or seek gifts, favours or any other offer under circumstances in which it might reasonably be inferred that the gifts, favours or offers are intended or expected to influence a person's objectively as an advisor or decision-maker in the planning process.

## Undue influence

4. A member of the Municipal Planning Tribunal may not—
  - (a) use the power of any office to seek or obtain special advantage for private gain or to improperly benefit another person that is not in the public interest;
  - (b) use confidential information acquired in the course of his or her duties to further a personal interest;
  - (c) disclose confidential information acquired in the course of his or her duties unless required by law to do so or by circumstances to prevent substantial injury to third persons; and

- (f) counsel or deliberately wrought act that reflects adversely on the Municipal Planning Tribunal, the Municipality, the government or the planning profession by causing business by stating or implying that he or she is prepared, willing or able to influence decisions of the Municipal Planning Tribunal by improper means.

SCHEDULE 4  
Standard Agreement for the Establishment of a Joint Municipal Planning Tribunal

**AGREEMENT  
FOR THE ESTABLISHMENT OF A JOINT MUNICIPAL  
PLANNING TRIBUNAL**

Concluded by and between:

MUNICIPALITY 1

Demarcation Code .....

(Herein represented by ..... in his/her capacity as Executive Mayor of  
Municipality 1 and ..... in his/her capacity as Municipal  
Manager)

(Hereinafter referred to as ".....")

AND

MUNICIPALITY 2

Demarcation Code .....

(Herein represented by ..... in his/her capacity as Executive Mayor of  
Municipality 2 and ..... in his/her capacity as Municipal  
Manager)

(Hereinafter referred to as ".....")

WHEREAS the Spatial Planning and Land Use Management Act, 16 of 2013 makes provision in section 34(1) for the establishment of a joint Municipal Planning Tribunal to determine land development and land use applications;

AND WHEREAS the Parties have undertaken an assessment as contemplated in regulation 2 of the Regulations;

AND WHEREAS the Parties are desirous to conclude an agreement to establish a joint Municipal Planning Tribunal to jointly consider and decide the land development and land use applications submitted to their respective municipalities;

**NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**

**1. DEFINITIONS AND INTERPRETATION**

The headings of the clauses in this Agreement are for the purposes of convenience and reference only and shall not be used in the interpretation of nor modify nor amplify the terms of this Agreement in any clause hereof.

In this Agreement, unless a contrary intention clearly appears:

**1.1 Words importing -**

1.1.1 any one gender includes the other gender;

1.1.2 the singular includes the plural and vice versa; and

1.1.3 natural persons include created entities (corporate or non-corporate) and vice versa.

1.2 If any provision in a definition is a substantive provision conferring rights or imposing obligations on any party, effect shall be given to it as if it were a substantive clause in the body of the Agreement, notwithstanding that it is only contained in the interpretative clause.

1.3 When any number of days is prescribed in this Agreement, it shall be reckoned exclusively of the first and inclusivity of the last day.

1.4 The following terms shall have the meanings assigned to them hereunder and cognate expressions shall have a corresponding meaning, namely:

1.4.1 "commencement date" means the date of publication of the notice referred to in clause 4.6 irrespective of the date of signature hereof;

1.4.2 "notice" means a written notice;

1.4.3 "Parties" mean the parties to this Agreement identified herein;

1.4.4 "the Act" means the Spatial Planning and Land Use Management Act, 16 of 2013 and the Regulations issued thereunder;

4.6 "the Regulations" means the Spatial Planning and Land Use Management Regulations: Land Use Management and General Matters, 2015.

### 3. FUNDING

3.1 The Parties shall make provision in their respective budgets to jointly fund the cost of proceedings of the joint Municipal Planning Tribunal, the remuneration of members appointed to it and any other necessary operational costs, on an annual basis.

3.2 There will be no transfer of funds between the Parties.

3.3 Each Party shall be responsible to fund the extent of considering and deciding those categories of applications that shall be heard by an authorised official as contemplated in section 35(2) of the Act.

3.4 All funding is subject to the approval of the municipal councils of the Parties.

3.5 In the event of the one of the municipal councils not approving funding, it shall result in the termination of this Agreement.

### 3. DURATION

3.1 This Agreement commences on the commencement date.

3.2 This Agreement shall terminate -

(a) on the date that the term of office of the members of the joint Municipal Planning Tribunal expires as referred to in clause 4.7;

(b) when one of the municipal councils does not approve funding as contemplated in clause 3.3;

(c) when one of the Parties terminates the Agreement by giving six months' notice of its intention to withdraw from the Agreement.

### 4. ESTABLISHMENT OF THE JOINT MUNICIPAL PLANNING TRIBUNAL

#### 4.1 Composition of the joint Municipal Planning Tribunal

4.1.1 The joint Municipal Planning Tribunal shall consist of at least 10 members, namely as follows:

- (a) three officials in the full-time service of Municipality 1;
- (b) three officials in the full-time service of Municipality 2;
- (c) two persons registered as a professional with the South African Council for the Printing Profession in terms of the Printing Profession Act, 35 of 2002;
- (d) two persons registered as a professional with the Engineering Council of South Africa in terms of the Engineering Profession Act, 46 of 2000;
- (e) two persons registered as a chartered accountant with a recognised voluntary association or registered in terms of the Auditing Profession Act, 26 of 2005;
- (f) two persons either admitted as an attorney in terms of the Attorneys Act, 53 of 1972 or admitted as advocates of the Bar of the Cape in terms of the Admission of Advocates Act, 74 of 1964; and

- (j) an environmental assessment practitioner registered with a voluntary association,
  - (k) any other person who has knowledge and experience of spatial planning, land use management and land development or the law related thereto.
- 4.1.2 In addition to the criteria determined in subclause 4.1.1 the persons referred to in paragraphs (c) to (g) must have knowledge and experience of spatial planning, land use management and land development or the law related thereto.
- 4.2 Invitations and nominations to serve on the Joint Municipal Planning Tribunal**
- The Parties shall jointly issue an invitation and a call for nominations for persons referred to in clause 4.1.1(c) – (g) to serve on the Joint Municipal Planning Tribunal in the manner and form provided for in the Spatial Planning and Land Use Management Regulations, Land Use Management and General Matters, 2015.
- 4.3 Joint evaluation panel**
- 4.3.1 The Parties shall constitute a joint evaluation panel from employees in the full-time service of the Parties to evaluate all nominations received, whether due to an invitation or call for nominations.
- 4.3.2 The joint evaluation panel of the Parties shall evaluate all nominations received and make recommendations to the municipal councils of the Parties including a recommendation with regard to the chairperson and deputy chairperson.
- 4.4 Appointment of members**
- 4.4.1 Each municipal council shall evaluate the recommendations of the joint evaluation panel referred to in clause 4.3 and appoint such persons who qualify for appointment as members of the Joint Municipal Planning Tribunal subject to all the terms and conditions of appointment to and serving on the Joint Municipal Planning Tribunal referred to in the Act and the Regulations.
- 4.4.2 The Parties shall jointly inform the successful nominees of their appointment to the Joint Municipal Planning Tribunal.
- 4.5 Officials in the full-time employ of the Parties to serve on Joint Municipal Planning Tribunal**
- 4.5.1 The Parties shall designate three officials each to serve on the Joint Municipal Planning Tribunal and shall delegate the necessary authority to these officials.
- 4.5.2 The Parties shall review and amend the contracts of service of the officials designated to serve on the Joint Municipal Planning Tribunal.
- 4.6 Appointment of the chairperson and deputy chairperson**
- 4.6.1 The chairperson and the deputy chairperson of the Joint Municipal Planning Tribunal shall be appointed by the Parties from the ranks of the officials referred to in clause 4.5(a) and (c).

- 4.6.2 The term of office of the chairperson and the deputy chairperson shall be for a period of one year calculated from the commencement date of this Agreement.
- 4.6.3 For the first year of its existence, the chairperson shall be from Municipality 1 and the deputy chairperson shall be from Municipality 2.
- 4.6.4 For the second year of its existence, the chairperson shall be an official from Municipality 2 and the deputy chairperson shall be an official from Municipality 1 and for every year thereafter, the office of the chairperson and deputy chairperson shall rotate.

#### 4.7 Term of office

The term of office of members of the joint Municipal Planning Tribunal shall be five years calculated from the commencement date of this Agreement.

#### 4.8 Publication of notice

When the joint Municipal Planning Tribunal is ready to commence operations, the municipal managers of the Parties, shall jointly publish the notice referred to in section 37(4) of Act.

### 5. APPLICATIONS TO BE CONSIDERED AND DECIDED BY THE JOINT MUNICIPAL PLANNING TRIBUNAL

- 5.1 The Parties shall, in accordance with the criteria determined in the Regulations, categorise land development and land use applications in a corresponding manner.
- 5.2 The Parties shall refer such categories of applications determined by them to the joint Municipal Planning Tribunal.
- 5.3 The joint Municipal Planning Tribunal shall exercise and perform and the powers, duties and functions of a Municipal Planning Tribunal referred to in the Act, the relevant provincial legislation and the by-laws of the Parties.

#### OR IN THE ALTERNATIVE

- 5.1 All land development and land use applications shall be heard by the joint Municipal Planning Tribunal.
- 5.2 The joint Municipal Planning Tribunal shall exercise and perform and the powers, duties and functions of a Municipal Planning Tribunal referred to in the Act, the relevant provincial legislation and the by-laws of the Parties.

### 6. SEAT OF THE JOINT MUNICIPAL PLANNING TRIBUNAL

- 6.1 The meetings of the joint Municipal Planning Tribunal shall be held at the offices of the Municipality in which employ the chairperson in for that particular year.

#### OR IN THE ALTERNATIVE

- 6.2 The meetings of the joint Municipal Planning Tribunal shall be held at the offices of the \_\_\_\_\_ Municipality.

## OR IN THE ALTERNATIVE

- 6.3 The meetings of the joint Municipal Planning Tribunal shall be held at the offices of the municipality in whose municipal area the land which the land development or land use application that may be considered and determined by the Municipal Planning Tribunal relates to, is located.
- 7. SUBMISSION OF APPLICATIONS**
- 7.1 A land development and land use application referred to in clause 5.2 shall be submitted by an applicant to the municipality in whose municipal area the land to which the application relates, is located.
- 7.2 The municipality in whose municipal area the land to which the application relates, is located shall undertake all the required public participation procedures, intergovernmental participation procedures and minis procedures.
- 8. DESIGNATION OF MEMBERS TO CONSIDER AND DETERMINE AN APPLICATION**
- 8.1 On receipt of an application referred to in clause 7.2, the joint Municipal Planning Tribunal shall evaluate the application and decide on the knowledge and skills required to consider and determine the application and designate the necessary members to consider and determine that application, including the presiding officer.
- 8.2 The joint Municipal Planning Tribunal shall nominate no less than three members to consider and decide an application.
- 9. APPOINTMENT OF TECHNICAL AND OTHER ADVISERS**
- 9.1 The Parties shall establish and maintain
- a database of public sector technical and other advisers; and
  - a database of private sector technical and other advisers.
- 9.2 The Parties shall before publication of the notice referred to in clause 4.8 –
- in writing request the employer of an official or employee referred to in regulation 11(2)(d) to make that official or employee available on an ad hoc basis for technical and other support before that official or employee is placed on the database of public sector technical and other advisers; and
  - publish an invitation in one newspaper circulating in the municipal area of the Parties for persons referred to in regulation 11(2) to be registered on the database of private sector technical and other advisers and may determine conditions for incorporation into that database.
- 9.3 The chairperson shall appoint technical and other advisers to assist the joint Municipal Planning Tribunal per application that it has to consider and determine, if necessary.

- 9.4 The chairperson shall first consider appointing an adviser from the database of public sector technical and other advisers and only if there is no such adviser available or no adviser available with the requisite knowledge and skill, shall the chairperson consider an adviser from the database of private sector technical and other advisers.
- 9.5 The municipality in whose full-time service the chairperson is, is responsible to remunerate that technical or other adviser for services rendered to the joint Municipal Planning Tribunal, if that adviser is not a public service official.
10. ASSETS
- 10.1 The joint Municipal Planning Tribunal shall not acquire any assets or incur liabilities and shall not employ any staff.
- 10.2 The municipality in whose full-time service the chairperson is, shall provide the necessary assets and designate staff to assist the joint Municipal Planning Tribunal and shall be responsible for any other operational requirements of the joint Municipal Planning Tribunal.

#### OR IN THE ALTERNATIVE

- 10.2. The Parties shall jointly provide the necessary assets and designate staff to assist the joint Municipal Planning Tribunal and are jointly responsible for any other operational requirements of the joint Municipal Planning Tribunal.

#### 11. LIAISON BETWEEN THE PARTIES

The Parties agree to liaise through the following persons or their successors duly authorised by the Parties:

For Municipality 1: The Municipal Manager  
 Phone number: .....  
 Fax number: .....  
 For Municipality 2: The Municipal Manager  
 Phone number: .....  
 Fax number: .....

#### 12. DISPUTES

- 12.1 Any dispute which arises between the Parties in connection with the interpretation of or giving effect to this Agreement shall be resolved amicably through consultation and negotiation.
- 12.2 Should a dispute remain unresolved, the provisions of the Intergovernmental Relations Framework Act, 13 of 2005 shall apply in the absence of specific dispute resolution measures prescribed by the Act.

#### 13. LIMITATION OF LIABILITY

Notwithstanding anything contained in this Agreement, the Parties' maximum liability shall

be limited to –

- (a) an act or omission of the authorized official referred to in section 35(2) of the Act; and
- (b) the act or omission of a member of the joint Municipal Planning Tribunal in the year that the Party is responsible for the executive expenses of the joint Municipal Planning Tribunal as contemplated in clause 10.2.

**OR OF THE ALTERNATIVE**

Notwithstanding anything contained in this Agreement, the liability of Municipality 1 shall be limited to –

- (a) an act or omission of the authorized official referred to in section 35(2) of the Act; and
- (b) an act or omission of a member of the joint Municipal Planning Tribunal.

**14. ENTIRE AGREEMENT**

14.1 This Agreement constitutes the entire agreement and supersedes any and all previous agreements regarding this subject matter that may exist between the Parties.

14.2 No representations, either verbal or written, made by either party during the tenure of this Agreement shall be of any force or effect unless agreed to by both Parties, reduced to writing, and attached hereto, as an addendum.

**15. NO WAIVER**

The failure of either Party to insist upon the strict performance of any provision of this Agreement or to exercise any right, power or remedy consequent upon a breach hereof shall not constitute a waiver by such Party to require strict and punctual compliance with each and every provision of this Agreement.

**16. NOTICES AND COMMUNICATION**

16.1 The Parties choose as their domicile address/ executive the following addresses:-

**THE MUNICIPALITY**

For the Municipality

Address

**THE MUNICIPALITY**

For the Municipality

Address

- 15.2 Either party hereto shall be entitled from time to time by written notice to the other party, to vary its domicile to any other physical address.
- 15.3 Any notice required or permitted to be given in terms of the Agreement shall be valid and effective only if in writing and if received or deemed to have been received by the addressee.
- 15.4 Any notice given by one party to the other, referred to as the addressee, which –
- (a) is delivered by hand during the normal business hours of the addressee at the addressee's domicile for the time being, shall be presumed, until the contrary is proved, to have been received by the addressee at the time of delivery;
  - (b) is posted by prepaid registered post from an address to the addressee at the addressee's domicile for the time being, shall be presumed, until the contrary is proved, to have been received by the addressee on the day after the date of posting.

#### 17. AUTHORITY

The Parties confirm that they have the necessary authorisation to sign this Agreement on behalf of the respective Party.

1a. SIGNATURES

THIS DONE AND SIGNED BY MUNICIPALITY 1 AT \_\_\_\_\_ ON  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2015.

FOR MUNICIPALITY 1

WITNESS FOR MUNICIPALITY 1

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
FULL NAME OF SIGNATORY

\_\_\_\_\_  
FULL NAME OF SIGNATORY

THIS DONE AND SIGNED BY MUNICIPALITY 2 AT \_\_\_\_\_ ON  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2015.

FOR MUNICIPALITY 1

WITNESS FOR MUNICIPALITY 1

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
FULL NAME OF SIGNATORY

\_\_\_\_\_  
FULL NAME OF SIGNATORY

## SCHEDULE 5

## Standard Categories of Land Development and Land Use Applications

- (1) Category 1 Applications are -
- (a) the establishment of a township or the extension of the boundaries of a township;
  - (b) the amendment of an existing scheme or land use scheme by the rezoning of land;
  - (c) subject to subitem (3), the removal, amendment or suspension of a restrictive or obsolete condition, servitude or reservation registered against the site of the land;
  - (d) the amendment or cancellation in whole or in part of a general plan of a township;
  - (e) the subdivision and consolidation of any land other than a subdivision and consolidation which is provided for as a Category 2 application;
  - (f) permanent closure of any public place;
  - (g) any consent or approval required in terms of a condition of title, a condition of establishment of a township or condition of an existing scheme or land use scheme;
  - (h) any consent or approval provided for in a provincial law.
- (2) Category 2 Applications are:
- (a) the subdivision of any land where such subdivision is expressly provided for in a land use scheme;
  - (b) the consolidation of any land;
  - (c) the simultaneous subdivision, under circumstances contemplated in paragraph (a) and consolidation of land;
  - (d) the consent of the municipality for any land use purpose or duration or duration in terms of a land use scheme or existing scheme which does not constitute a land development application;
  - (e) the removal, amendment or suspension of a restrictive use condition relating to the density of residential development on a specific erf where the residential density is regulated by a land use scheme in operation.
- (3) The division of functions between an authorised official and a Municipal Planning Tribunal can be made as follows:
- (a) All Category 1 applications and all opposed category 2 applications must be referred to the Municipal Planning Tribunal;
  - (b) All category 2 applications that are not opposed must be considered and determined by the authorised official.

- (4) For the purposes of this Schedule -
- (a) "consent" means a land use right that may be obtained by way of consent from the municipality and is specified as such in the land use scheme;
  - (b) "consolidation" means the joining of two or more pieces of land into a single entity; and
  - (c) "subdivision" means the division of a piece of land into two or more portions.



**NOTICE - CHANGE OF TELEPHONE NUMBERS: GOVERNMENT PRINTING WORKS**

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The new numbers are as follows:

- Switchboard : 012 748 6001/6002
- Gazette Contact Centre: : 012 748 6200. Fax 012 748 6025. [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)  
(for quotations and enquiries)
- Gazette Submissions : Fax: 012-748 6000. [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za)  
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- SCM : 012 748 6380/6373/6218
- Debtors : 012 748 6236/6242
- Creditors : 012 748 6246/6274

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The numbers for our provincial offices in Polokwane, East London and Mmabatho will not change at this stage.

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**PROCLAMATION**

*by the*

*President of the Republic of South Africa*

No. 26, 2015

**SPATIAL PLANNING AND LAND USE MANAGEMENT ACT, 2013  
(ACT NO. 16 OF 2013)**

In terms of section 61 of the Spatial Planning and Land Use management Act, 2013 (Act No. 16 of 2013) ("the Act"), I hereby, determine **1 July 2015** as the date on which the Act shall come into operation.

Given under my Hand and the Seal of the Republic of South Africa at Pretoria on this 23rd day of April Two Thousand and Fifteen.



**PRESIDENT**

By order of President in Cabinet



**MINISTER OF THE CABINET**