



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

A G E N D A

I-AJENDA

DATE / DATUM / UMHLA :	26 AUGUST/ AUGUSTUS / AGASTI 2015
VENUE / PLEK / INDAWO :	BANQUETING HALL / BANKETSAAL CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU HERMANUS
TIME / TYD / IXESHA :	10:00

MUNICIPALITY / MUNISIPALITEIT / UMASIPALA WE-OVERSTRAND

Office of the Municipal
Manager
Municipal Offices
HERMANUS

21 August 2015

NOTICE TO ALL ALDERMEN AND COUNCILLORS

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of the **MAYORAL COMMITTEE** will be held in the **Banqueting Hall, Civic Centre, HERMANUS**, on **WEDNESDAY, 26 AUGUST 2015** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD
MUNICIPAL MANAGER**

21 Augustus 2015

KENNISGEWING AAN ALLE RAADSHERE EN RAADSLEDE

KENNIS WORD HIERMEE GEGEE dat 'n **GEWONE VERGADERING** van die **BURGEMEESTERSKOMITEE** gehou sal word in die **Banketsaal, Burgersentrum, HERMANUS**, op **WOENSDAG, 26 AUGUSTUS 2015** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD
MUNISIPALE BESTUURDER**

21 Agasti 2015

ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA

INTLANGANISO YESIQHELO YEKOMITI KASODOLOPHU WE-OVERSTRAND

OKU KUKWAZISA ukuba intlanganiso **YESIQHELO yeKOMITI KASODOLOPHU**, iza kuba se **Banqueting Hall, kwiZiko, eHERMANUS ULWESITHATHU UMHLA, 26 AGASTI 2015** ngeye-**10:00** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

**C GROENEWALD
UMPHATHI KAMASIPALA**

AGENDA/...

1. OPENING

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. CONFIRMATION OF MINUTES

3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 24 June 2015 at 10:00**

3.2 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Wednesday, 29 July 2015 at 10:00**

3.3 Minutes of a **Special Meeting** of the **Mayoral Committee** held on **Tuesday, 18 August 2015 at 09:30**

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

5. FIXED ASSETS: DISPOSAL / DERECOGNITION OF ASSETS FOR THE 2014/15 FINANCIAL YEAR

6/1/3

J Vorster

(028) 313 8046

Corporate Head Office

11 August 2015

1. Executive Summary

The purpose of the report is to allow Council to consider the implications for Fixed Assets that were disposed of during the period 01 July 2014 to 30 June 2015, to be reflected in the annual financial statements for the year ended 30 June 2015.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate Finance
Department Expenditure & Asset 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 Systems Act, Act 32 of 2000
Local Government: Municipal Finance Management Act, Act 56 of 2003, Section 14 (2)(a) & (b);
Municipal Asset Transfer Regulations (2008), Regulation 5 (1), (2) & (6)

6. Background / Discussion / Evaluation / Conclusion

Section 14(2) of the Municipal Finance Management Act, Act 56 of 2003, states that:

“A municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in Subsection (1), but only after the municipal council, in a meeting open to the public –

(a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and

(b) has considered the fair market value of the asset and the economic and community value of the to be received in exchange for the asset.”

Regulation 5 of the Municipal Asset Transfer Regulations, 2008, states that:

- (1) *A municipality may transfer or dispose of non-exempted capital assets only after –*
- (a) *the accounting officer has in terms of regulation 6 conducted a public participation process to facilitate the determinations a municipal council must make in terms of Section 14(2)(a) and (b) of the Act; and*
 - (b) *the municipal council –*
 - (i) *has made the determinations required by Section 14(2)(a) and (b); and*
 - (ii) *has as a consequence of those determinations approved in principle that the capital asset may be transferred or disposed of.*
- (2) *Subsection (1)(a) must be complied with only if the capital asset proposed to be transferred or disposed of is a high value capital asset. If the combined value of any capital assets a municipality intends to transfer or dispose of in any financial year exceeds five percent of the total value of its assets, as determined from its latest available audited financial statements, subregulation (1)(a) must be complied with in relation to all the capital assets proposed to be transferred or disposed of during that year.*
- (6) *A municipal council may delegate to the accounting officer its power to make the determinations referred to in subregulation (1)(b)(i) and to give the approval referred to in subregulation (1)(b)(ii) in respect of moveable capital assets below a value determined by the municipal council.”*

During the financial year ended 30 June 2015, minor assets and control items (as set out in **ANNEXURE B**) were identified as being either redundant, obsolete or damaged beyond economic repair. The Accounting Officer, in terms of the delegated authority, approved the disposal of the movable assets and it was subsequently disposed of by means of a public auction.

Included in the MTREF for the 2014/15 period a number of capital projects in respect of Basic Infrastructure were approved and adopted by Council. Although the individual asset items could not be identified at the time, it was implied that in the process of upgrading or refurbishing the various Infrastructure networks, a number of parts / pieces of the existing Infrastructure Assets would be abandoned as it would not be economically viable to remove and dispose of it by any other means. No fair market value can be determined in respect of these assets as there is no active market for trading in municipal infrastructure assets. The cost price, accumulated depreciation, carrying value and net loss in respect of these assets are detailed in **ANNEXURE A**.

None of the assets identified to be disposed of / written off / replaced were required to provide the minimum level of basic services.

7. Financial Implications

The net effect of the abovementioned disposal / derecognition amounts to a loss of R4'175'555-79 and is composed of the following:

	Cost	Accumulated Depreciation	Carrying Value
Minor assets	2,075,957.13	1,784,029.16	291,927.97
Electricity	6,183,949.00	3,283,867.95	2,900,081.05
Water	433,695.00	259,930.87	173,764.13
Roads	2,470,705.77	1,276,341.62	1,194,364.15
Sewerage	1,157,911.52	839,742.22	318,169.30
Community	1,000,000.00	3,890.81	996,109.19
Total carrying value	13,322,218.42	7,447,802.63	5,874,415.79
Proceeds from auction			1,698,860.00
Loss on derecognition of assets			4,175,555.79

8. Staff Implications

N/A

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Schedule of all assets disposed / derecognised during the period 01 July 2014 – 30 June 2015

Annexure B: Detail of Minor Assets and Control Items written off and sold on public auction.

RECOMMENDATION TO THE COUNCIL:

1. that it **be noted** that the assets detailed in Annexure A are not needed to provide the minimum level of basic municipal services;
2. that the Minor Assets and Control Items written off and sold on Public Auction as detailed in Annexure A and Annexure B **be noted**; and

AGENDA FOR THE MAYORAL COMMITTEE MEETING : 26 AUGUST 2015

3. that the derecognition of the Infrastructure Assets as detailed in Annexure A, be approved.

RESPONSIBLE OFFICIAL :**J VORSTER****TARGET DATE FOR IMPLEMENTATION :****31 AUGUST 2015**

	On Auction	Cost	Acc Depr	Book value
Electricity	6 183 949.00	3 283 867.95	2 900 081.05	
Sewerage	991 374.00	784 229.71	207 144.29	
Water	433 695.00	259 930.88	173 764.13	
Minor assets	2 075 957.13	1 784 029.16	291 927.97	
	9 684 975.13	6 112 057.69	3 572 917.44	
Replaced / Abandoned				
Sewerage	166 537.52	55 512.51	111 025.01	
Roads	2 470 705.77	1 276 341.62	1 194 364.15	
	2 637 243.29	1 331 854.13	1 305 389.16	
Donated	1 000 000.00	3 890.81	996 109.19	
Total	13 322 218.42	7 447 802.63	5 874 415.79	
	Proceeds from Auction		1 698 860.00	
	Loss on derecognition		4 175 555.79	

Derecognised assets 30 June 2015

	Cost	Acc depr	Net bookval
Electricity/Medium Voltage/MV Substation/MV Switchgear (Single Bus Bar)/630A	1,345,225.00	941,657.50	403,567.50
Electricity/Medium Voltage/MV Substation/MV Switchgear (Single Bus Bar)/630A	576,525.00	345,915.00	230,610.00
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/1000KVA	683,664.00	300,812.16	382,851.84
Electricity/Medium Voltage/Ground Mounted Transformer/11kV/100KVA	84,077.00	52,127.74	31,949.26
Electricity/Medium Voltage/Pole Mounted Transformer/11kV/100KVA	84,077.00	36,993.88	47,083.12
Electricity/Medium Voltage/Pole Mounted Transformer/11kV/50KVA	72,824.00	17,477.76	55,346.24
Electricity/Medium Voltage/Pole Mounted Transformer/11kV/25kVA	61,785.00	51,899.40	9,885.60
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/160KVA	254,630.00	203,704.00	50,926.00
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/200KVA	292,827.00	40,995.78	251,831.22
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/315KVA	377,834.00	272,040.48	105,793.52
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/315KVA	377,834.00	136,020.24	241,813.76
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/315KVA	377,834.00	249,370.44	128,463.56
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/315KVA	377,834.00	211,587.04	166,246.96
Electricity/Medium Voltage/Mini Sub-Station/11kV/Without RMU/315KVA	320,587.00	141,058.28	179,528.72
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/630KVA	495,467.00	89,184.06	406,282.94
Electricity/Medium Voltage/Mini Sub-Station/11kV/With RMU/315KVA	292,827.00	173,566.55	119,260.45
Electricity/Medium Voltage/Ground Mounted Transformer/11kV/200KVA	108,098.00	19,457.64	88,640.36
Net bookvalue	6,183,949.00	3,283,867.95	2,900,081.05
Water Supply/Pump Station/Electrical Plant/Motor/Electrical Motor	227,175.00	189,943.54	37,231.46
Water Supply/Pump Station/Mechanical Plant/Pump	206,520.00	69,987.33	136,532.67
Net bookvalue	433,695.00	259,930.88	173,764.13
Recreational / Common Assets / Paved Parking Area	588,265.00	1,634.07	586,630.93
Recreational / Common Assets / Retaining Wall	47,210.00	131.14	47,078.86
Recreational / Common Assets / Agricultural Drain	101,200.00	562.22	100,637.78
Recreational / Common Assets / Conservancy Tanks	102,798.00	571.10	102,226.90
Recreational / Common Assets / Security Boom	25,197.00	209.98	24,987.03
Recreational / Common Assets / Entrance Walls	13,780.00	38.28	13,741.72
Recreational / Common Assets / Perforated Drain	96,800.00	537.78	96,262.22
Recreational / Common Assets / Handrails	24,750.00	206.25	24,543.75
Net bookvalue	1,000,000.00	3,890.81	996,109.19
Hermanus, Kwaiwater Switching Substation			
Hawston Switching Station			
Kleinmond, Spar M/S			
Hermanus, Telkom			
Hermanus, See & Sand			
Hermanus, Police Station			
Kleinmond, Plaas			
Hermanus, Village Square			
Hermanus, Upper Mount Pleasant			
Hermanus, Duiker Str.			
Hermanus, Kort Str. Mimisub			
Hermanus, Medi City minisub			
Gansbaai, Voortrekker Street, Electrical Yard			
Gansbaai, Voortrekker Street, Electrical Yard			
Gansbaai, Voortrekker Street, Electrical Yard			
Gansbaai, Power Engineers, Electrical Yard			
Gansbaai, Voortrekker Street, Electrical Yard			
Net bookvalue			
Chanteclaira Pump Station Pump 1 Motor			
Chanteclaira Pump Station Pump 1			
Net bookvalue			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Betty's Bay / Stony Point			
Net bookvalue			

Road Transport/Road/Unpaved/Gravel Road	Zw/33: Zw/34 to Zw/34	88,132.24	37,015.54	51,116.70
Road Transport/Road/Unpaved/Gravel Road	Zw/34: Zw/33 to Zw/34	40,272.40	16,914.41	23,357.99
Road Transport/Road/Unpaved/Gravel Road	Zw/34: Zw/30 to Zw/33	83,341.26	51,671.58	31,669.68
Road Transport/Road/Unpaved/Gravel Road	Zw/30: Zw/34 to Zw/33	27,192.42	11,420.82	15,771.60
Road Transport/Road/Unpaved/Gravel Road	Zw/33: Zw/34 to Zw/30	134,366.93	83,307.50	51,059.43
Road Transport/Road/Unpaved/Gravel Road	Zw/30: Zw/33 to Zw/32	27,538.07	11,565.99	15,972.08
Road Transport/Road/Unpaved/Gravel Road	Zw/26: Zw/28 to Zw/30	100,609.87	42,256.15	58,353.72
Road Transport/Road/Unpaved/Gravel Road	Zw/30: Zw/28 to Zw/26	27,537.94	17,073.52	10,464.42
Road Transport/Road/Unpaved/Gravel Road	Zw/19: Zw/30 to Cul De Sac	69,938.01	29,373.96	40,564.05
Road Transport/Road/Unpaved/Gravel Road	Zw/30: Zw/24 to Zw/19	29,011.88	12,184.99	16,826.89
Road Transport/Road/Unpaved/Gravel Road	Zw/34: Zw/20 to Zw/30	104,808.49	44,019.57	60,788.92
Road Transport/Road/Unpaved/Gravel Road	Zw/33: Zw/30 to Zw/20	104,678.08	64,900.41	39,777.67
Road Transport/Road/Unpaved/Gravel Road	Zw/26: Zw/30 to Zw/20	105,996.09	65,717.58	40,278.51
Road Transport/Road/Unpaved/Gravel Road	Zw/19: Zw/20 to Zw/30	106,187.36	44,598.69	61,588.67
Road Transport/Road/Unpaved/Gravel Road	Zw/29: Zw/20 to Cul De Sac	51,460.47	21,613.40	29,847.07
Road Transport/Road/Unpaved/Gravel Road	Zw/18: Zw/20 to Cul De Sac	53,892.27	22,634.75	31,257.52
Road Transport/Road/Unpaved/Gravel Road	Zw/17: Zw/21 to Zw/21	113,777.80	47,786.68	65,991.12
Road Transport/Road/Unpaved/Gravel Road	Zw/21: Zw/17 to Zw/17	44,722.23	18,783.34	25,938.89
Road Transport/Road/Unpaved/Gravel Road	Zw/27: Zw/20 to Cul De Sac	50,017.61	21,007.40	29,010.21
Road Transport/Road/Unpaved/Gravel Road	Zw/17: Zw/21 to Zw/20	22,779.27	9,567.29	13,211.98
Road Transport/Road/Unpaved/Gravel Road	Zw/25: Zw/20 to Cul De Sac	49,580.50	20,823.81	28,756.69
Road Transport/Road/Unpaved/Gravel Road	Zw/17: Zw/20 to Zw/21	20,484.51	8,603.49	11,881.02
Road Transport/Road/Unpaved/Gravel Road	Zw/23: Zw/20 to Cul De Sac	46,894.99	19,695.90	27,199.09
Road Transport/Road/Unpaved/Gravel Road	Zw/17: Zw/20 to Zw/22	26,393.25	11,085.17	15,308.09
Road Transport/Road/Unpaved/Gravel Road	Zw/17: Zw/22 to Zw/20	28,256.60	11,867.77	16,388.83
Road Transport/Road/Unpaved/Gravel Road	Zw/22: Zw/17 to Zw/17	60,135.82	25,257.04	34,878.78
Road Transport/Road/Unpaved/Gravel Road	Landa: Zw/20 to Landiela	104,688.65	64,906.96	39,781.69
Road Transport/Road/Unpaved/Gravel Road	Zw/17: Zw/22 to Zw/22	115,393.72	48,465.36	66,928.36
Road Transport/Road/Common Assets/Access Road/Paved Road	Landa: Manzi to Cul De Sac	68,501.40	42,470.87	26,030.53
Road Transport/Road/Common Assets/Access Road/Paved Road	Landa: Landiela to Jingi	338,602.10	209,933.30	128,668.80
Road Transport/Road/Common Assets/Access Road/Paved Road	Landa: Jingi to Loba	108,923.70	67,532.69	41,391.01
Road Transport/Road/Common Assets/Access Road/Paved Road	Landa: Loba to Makazi	116,589.84	72,285.70	44,304.14
	Net bookvalue	2,470,705.77	1,276,341.62	1,194,364.15

Sanitation/Sewer Reticulation Pipeline/uPVC/160mm	Onrusrivier SP Sewer Reticulation Pipeline SRP-1911	59,881.03	19,960.34	39,920.69
Sanitation/Sewer Reticulation Pipeline/uPVC/160mm	Onrusrivier SP Sewer Reticulation Pipeline SRP-1912	65,592.62	21,864.21	43,728.41
Sanitation/Sewer Reticulation Pipeline/uPVC/160mm	Onrusrivier SP Sewer Reticulation Pipeline SRP-1913	41,063.87	13,687.96	27,375.91
	Net bookvalue	166,537.52	55,512.51	111,025.01
Sanitation/Pump Station/Electrical Plant/Distribution Board	Zwelihle 1 Pumpstation Distribution Board	67,798.00	58,758.27	9,039.73
Sanitation/Pump Station/Electrical Plant/Telemetry (small installation)	Zwelihle 1 Pumpstation Telemetry	55,000.00	40,333.33	14,666.67
Sanitation/Pump Station/Electrical Plant/Distribution Board	Kammabaai Pumpstation Controls Distribution Board	67,798.00	62,148.17	5,649.83
Sanitation/Pump Station/Electrical Plant/Distribution Board	Kammabaai Pumpstation Pump 1 Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Kammabaai Pumpstation Pump 2 Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Grotto Beach Pumpstation Pump 1 Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Grotto Beach Pumpstation Pump 2 Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Grotto Beach Pumpstation Main Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Piet se Bos Main Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Piet se Bos Pump 1 Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Distribution Board	Piet se Bos Pump 2 Distribution Board	67,798.00	62,374.16	5,423.84
Sanitation/Pump Station/Electrical Plant/Telemetry (small installation)	Onrus Main Sewerage Pump Station Telemetry	55,000.00	11,000.00	44,000.00
Sanitation/Pump Station/Electrical Plant/Distribution Board	Onrus Main Sewerage Pump Station P1, 3, 5, 7 DB	67,798.00	27,119.20	40,678.80
Sanitation/Pump Station/Electrical Plant/Distribution Board	Onrus Main Sewerage Pump Station P2, 4, 6, 8 DB	67,798.00	27,119.20	40,678.80
Sanitation/Pump Station/Electrical Plant/Distribution Board	Onrus Main Sewerage Pump Station DB	67,798.00	58,758.27	9,039.73
	Net bookvalue	991,374.00	784,229.71	207,144.29
	PRINTER	4,605.60	4,605.60	-
	CPU PC	4,999.00	4,999.00	-
	RADIO TWO WAY	3,300.00	3,300.00	-
	RADIO TWO WAY	3,300.00	3,300.00	-
	SEDAN TOYOTA	71,159.95	55,042.22	16,117.73
	COMPUTER PC CPU	4,999.00	4,999.00	-
	COMPUTER PC CPU	4,999.00	4,999.00	-
	CPU PC	4,999.00	4,999.00	-
	CPU PC	4,999.00	4,999.00	-
	CPU DELL OPTIPIX 330	5,091.00	5,091.00	-
	PRINTER EPSON	3,015.20	3,015.20	-
	CPU PC	4,999.00	4,999.00	-
	LAPTOP DELL	12,539.00	12,539.00	-
	SEDAN TOYOTA	53,800.00	41,614.30	12,185.70
	REFRIGERATOR DEFY	2,499.00	2,499.00	-
	PROJECTOR OVERHEAD	19,795.00	19,795.00	-
	RECORDER DIGITAL OLYMPICS DS 2200	3,195.00	3,195.00	-
	SPEAKER LOUD	2,967.49	2,967.49	-
	CPU DELL OPTIPIX 330	5,091.00	5,091.00	-
	PUMP WATER	3,650.00	3,650.00	-
	WELDING UNIT	2,395.00	2,395.00	-

COMPUTER LAPTOP ACER	3,507.00	3,507.00	-
COMPUTER PC CPU	4,999.00	4,999.00	-
COMPUTER PC CPU	4,999.00	4,999.00	-
CPU PC	4,999.00	4,999.00	-
CPU	4,999.00	4,999.00	-
SWITCH	4,250.00	4,250.00	-
COMPUTER SERVER	4,650.00	4,650.00	-
PROJECTOR	9,020.65	9,020.65	-
SERVER COMPUTER	8,921.00	8,921.00	-
MONITOR	2,382.00	2,382.00	-
CPU DELL OPTIPLX 330	5,091.00	5,091.00	-
COOLER WATER	2,627.19	2,627.19	-
SWITCH	26,110.00	26,110.00	-
TELEPHONE: PABX	3,908.24	3,908.24	-
TELEPHONE: PABX	3,908.24	3,908.24	-
SWITCH	28,634.00	28,634.00	-
CHAIR DESK HIGH BACK WITH ARMS	2,047.05	2,047.05	-
COMPUTER PC CPU	4,999.00	4,999.00	-
LAPTOP COMPUTER	10,130.00	10,130.00	-
SEDAN VW CITI GOLF	82,172.26	63,560.24	18,612.02
SEDAN VW CITI GOLF	82,172.25	63,560.24	18,612.01
SEDAN VW CITI GOLF	82,172.26	63,560.24	18,612.02
SEDAN VW CITI GOLF	70,430.00	54,477.61	15,952.40
CPU PC	4,999.00	4,999.00	-
CPU DELL OPTIPLX 330	5,091.00	5,091.00	-
COMB : COPIER / FAX / PRINTER / SCANNER	4,252.63	4,252.63	-
UPS	6,822.00	6,822.00	-
CAMERA DIGITAL	2,189.48	2,189.48	-
SWITCH	6,360.00	6,360.00	-
TRUCK LDV FORD BANTAM	63,908.99	50,328.33	13,580.66
SEDAN VW CITI GOLF	61,490.00	47,562.52	13,927.49
TRUCK FIRE FORD	550,272.21	450,272.21	100,000.00
TABLE	3,569.00	3,569.00	-
DESK 6 DRAWER	3,706.31	3,706.31	-
CABINET DISPLAY	2,058.17	2,058.17	-
PUMP WATER	3,650.00	3,650.00	-
PUMP	3,650.00	3,650.00	-
GENERATOR PETROL	3,650.00	3,650.00	-
GENERATOR PETROL	3,995.00	3,995.00	-
PUMP WATER	3,650.00	3,650.00	-
GENERATOR PETROL	3,995.00	3,995.00	-
LAPTOP DELL	24,690.00	24,690.00	-
GENERATOR PUMP	3,995.00	3,995.00	-
GENERATOR PUMP	3,995.00	3,995.00	-

GENERATOR PETROL	3,995.00	-
METER: WIND	4,352.00	-
RADIO TWO WAY	3,300.00	-
CPU DELL OPTIPIX 330	5,091.00	-
COMPUTER PC CPU	4,999.00	-
HP COLOR LASERJET 2605dn	2,895.00	-
PRINTER HP LASERJET	5,094.74	-
LAPTOP DELL	7,621.08	-
MONITOR PLASMA LCD SCREEN	2,382.00	-
TRACTOR MASSEY FERGUSON	15,120.00	-
TRAILER	10,500.00	-
TRAILER	10,500.00	-
TRAILER MIXER CONCRETE	14,500.00	-
TRUCK TOYOTA HINO	43,600.00	20,765.59
TRACTOR LANDINI	47,730.00	-
TRAILER	18,000.00	-
TRUCK LDV NISSAN	36,969.96	7,856.12
LAWN MOWER	17,304.85	-
LAWN MOWER	3,058.33	-
STOVE 4 PLATE DEFY	3,399.00	-
STOVE 4 PLATE DEFY	3,399.00	-
STOVE 4 PLATE	3,399.00	-
RADIO HOME BASE	4,756.00	-
MICROPHONE	4,926.60	-
CPU PC	4,999.00	-
BIND BINDER BOOK ACCO REXAL	2,572.50	-
CPU PC	4,999.00	-
LAPTOP ACER COMPUTER	3,507.00	-
COMPUTER SERVER	4,650.00	-
CPU PC	4,999.00	-
COMPUTER PC CPU	4,999.00	-
MONITOR	4,999.00	-
CPU PC	4,999.00	-
CAMERA DIGITAL	3,057.02	-
TRUCK LDV ISUZU	63,750.00	13,546.88
WEED EATER	4,395.00	-
CPU PC	4,999.00	-
CABINET SERVER - IT - ALL SIZES	7,150.63	-
MULTIFUNCTION LASER PRINTER	7,745.00	-
SEDAN MAZDA 323 130	15,800.00	3,578.70
COMPUTER PC CPU	4,999.00	-
RADIO TWO WAY	3,300.00	-
RADIO TWO WAY	3,300.00	-
RADIO TWO WAY	3,339.47	-

RADIO TWO WAY	3,300.00	3,300.00	3,300.00	-
RADIO TWO WAY	3,300.00	3,300.00	3,300.00	-
CPU PC	8,020.00	8,020.00	8,020.00	-
MODEM SYNTEL GSM WAVECOM FASTTRACK	2,140.00	2,140.00	2,140.00	-
MONITOR	2,382.00	2,382.00	2,382.00	-
TRAILER WATER	10,500.00	10,500.00	10,500.00	-
SCALE ELECTRONIC	2,500.00	2,500.00	2,500.00	-
TRAILER	10,500.00	10,500.00	10,500.00	-
LAPTOP COMPUTER	10,130.00	10,130.00	10,130.00	-
DESK	3,706.31	3,706.31	3,706.31	-
LAPTOP COMPUTER	10,130.00	10,130.00	10,130.00	-
PUMP	3,650.00	3,650.00	3,650.00	-
RADIO TWO WAY	3,300.00	3,300.00	3,300.00	-
TRUCK LDV NISSAN	38,870.96	38,870.96	30,610.88	8,260.08
GENERATOR PETROL	3,995.00	3,995.00	3,995.00	-
TRAILER GENERATOR	18,000.00	18,000.00	18,000.00	-
TRUCK LDV TOYOTA	48,567.51	48,567.51	38,246.91	10,320.60
	2,075,957.13	1,784,029.16	291,927.97	

Direktoraat: Finansies
Kantoor van die
Bestuurder: Uitgawes &
Bates



MEMORANDUM

Directorate: Finance
Office of the Manager:
Expenditure & Assets

AAN / TO :	Munisipale Bestuurder
COPY TO:	Direkteur: Finansies
DATUM / DATE:	22 Junie 2015
ONDERWERP/SUBJECT:	Veiling 25 en 26 Junie 2015

RE: VERVREEMDING VAN BATES

Aangeheg 'n lys van bate items vir verkoop per publieke veiling.

Genoemde bates word hiermee aan u voorgelê vir u goedkeuring vir die verkoop daarvan, ingevolge Art 14 van die Wet op Plaaslike Regerings: Munisipale Finansiële Bestuur No 56 van 2003, soos gedelegeer aan u.

Die uwe.


 J. VORSTER

SNR BESTUURDER: UITGAWES EN BATEBESTUUR

Goedgekeur / Afgekeur


 MUNICIPAL BESTUURDER

DATUM 23.06.2015

Auction 2015

LOT NO	DESCRIPTION HERMANUS	LOT NO	DESCRIPTION HERMANUS	LOT NO	DESCRIPTION HERMANUS
1	Kort Street Mini -Sub	31	NISSAN CFR 92223	63	BRASS METERS
2	Upper MP Mini -Sub	32	HONDA CEM 19750	64	CHAIRS x 28
3	Sanbaai Mini -Sub	33	VUKA CEM 9911	65	STOVE
4	Village Mini -Sub	34	M/ BENZ CA 180068	66	REFRIGERATOR
5	Impala Mini -Sub	35	M/ BENZ CA 788770	67	REFRIGERATOR
6	Hospital Mini -Sub	36	V/WAGEN CAM 3948	68	REFRIGERATOR
7	Power Engineer Telkom Hawston	37	FORD CW 2206	69	CABINET
8	Breaker Church RMU	38	TOYOTA TAZZ	70	DOORS x 40 & TABLES x 29
9	Breaker Hawston Brooklyn M/S	39	1400 TOYOTA	71	STAGES x 9
10	Breaker Hawston Sea View M/S	40	CITI GOLF	72	AIRCONS x 6
11	Breaker Hawston Vlei M/S	41	CITI GOLF	73	BRASS METERS +- 150
12	Breaker Hawston Cabinet	42	MAZDA MIDGE	74	ANTHENA'S & METAL TOILET HOLDERS
13	Kleinmond Toring & Breaker Golf Course	43	FORD BANTAM	75	OLD BATH
14	Nerina Breaker	44	NISSAN 2.0 LWB	76	CABINET
15	Breaker Kwaaiwater De Mond / Nerina 176	45	4X4 BAKKIE	77	CABINET'S x6
16	Breaker Kwaaiwater 13th Street / Nerina 178	46	MAZDA MIDGE	78	SEVER CABINET
17	Breaker Kwaaiwater Fir Ave / Nerina 190	47	LDV BAKKIE	79	STOVE'S x 4
18	Breaker Kwaaiwater Bus Section / Cabinet Eskom 1	48	NISSAN 2.0 LWB	80	PRINTERS x 13
19	Breaker Nerina Bus Section/ High School Sub	49	NISSAN 2.0 LWB	81	MONITOR x 23
20	Breaker Kwaaiwater S/S / Cabinet Brooklyn	50	CONQUEST TAZZ	82	LAPTOPS & DOCKING STATIONS
21	Cabinet Seaview	51	NISSAN CUSTOM	83	UPS BATTERIES & RADIO'S & CHARGERS
22	Cabinet Hawston 416	52	HARDBODY 2.7D	84	CPU'S & CASH REGISTERS
23	Main Unit Mosselrivier	53	NISSAN CUSTOM	85	WATER DISPENSERS / URNS /VACUUMS/ SHREDDER/ FANS
24	Breaker Morkel S/S 1861/1	54	TOYOTA HILUX	86	UPS BATTERIES & BOOK BINDERS
24 A	Copper Cables / Aluminium Cables/ Poles	55	CITI GOLF	87	PRINTERS / COPIERS
24 B	Scrap Metal 2000kg	56	CITI GOLF	88	OLD FURNITURES / DESKS / CUPBOARDS
25	Copper Cables / Aluminium Cables/ Poles	57	NISSAN 2.0 LWB	89	TELEPHONE POLES (KLEINMOND)
26	Scrap Metal 2000kg	58	TRACTOR	90	MINI SUB
27	Clean Copper & Meters	59	SCRAP	91	TRANSFORMER
28	FORD CA 688570	60	SCRAP	92	MINI SUB 21374
29	V/WAGEN CJ 11444	61	SCRAP	93	MINI SUB 17104
30	JONWAY CEM 33210	62	SCRAP	94	MINI SUB 29446

LOT NO	DESCRIPTION	LOT NO	DESCRIPTION
95	HERMANUS	1	GANSBAAL
96	TRANSFORMER 300KVA	2	SUB STATION
97	TRANSFORMER 16KVA	3	SUB STATION
98	TRANSFORMER 100KVA	4	SUB STATION
99	TRANSFORMER T90	5	TRANSFORMER
100	TRANSFORMER 300KVA	6	TRANSFORMER
101	TRANSFORMER 100KVA	7	SUB STATION
102	TRANSFORMER 400KVA	8	J/L SCRAP
103	TRANSFORMER 300KVA	9	TRANSFORMER
104	TRANSFORMER 300KVA	10	TRANSFORMER
105	TRANSFORMER	11	SUB STATION
106	BUNDLE CONDUCTOR 4 X 25 & 3 X 95	12	SUB STATION
107	CABLE 120MM X 3 CORE PILED COPPE	13	J/L SCRAP CABLES
108	OLD PUMP & GENERATORS	14	J/L SCRAP CABLES & METERS
		15	J/L SCRAP
		16	J/L PLASTIC SCRAP
		17	J/L BRASS METERS & VALVES
			J/L VALVES & PIPES & FIRE HYDRANTS

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

8/2/2

CEM La Cock
13 August 2015

(028) 313 8080

Corporate Head Office

1. Executive Summary

The purpose of this report is to inform Council of all deviations from the Supply Chain Management Policy, approved by the delegated authority in terms of Paragraph 36 of the Supply Chain Management Policy, as well as approvals in terms of 16(1)(b) and 17(1)(c) for July 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/Evaluation/Conclusion

Background

The purpose of this report is to ensure that Council maintains oversight over the implementation of the Supply Chain Management Policy. In terms of Paragraph 36(2) of the said policy, the Accounting Officer must record the reasons for any deviations in terms of Paragraph 36(1) of the policy and report same to council.

Discussion**A. Deviations - Paragraph 36(1)(a)**

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

A schedule of all Deviations approved for July 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 July 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

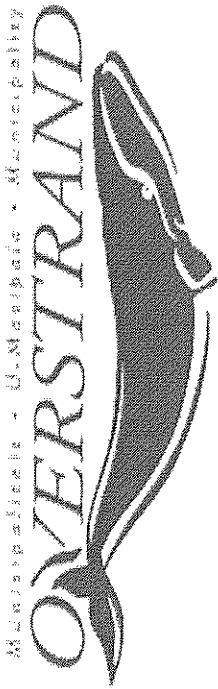
Annexure A: Schedule of deviations from the procurement processes approved in terms of sub-delegations

Annexure B: Schedule of approvals in terms of Paragraph 16(1)(b) and 17(1)(c)

AGENDA OF THE MAYORAL COMMITTEE MEETING:**26 AUGUST 2015****RECOMMENDATION TO THE COUNCIL:**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for July 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 July 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- JULY 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	SCD2737	2015/07/09	Clause 36(1)(a)(v)	Exhibition at the Gauteng Getaway show from the 28 – 30 August 2015	Manager: Local Economic Development , Kosi X	Ramsay Media (Pty) Ltd	R 19 307.25		R 2 703.02	R 22 010.27
2	SCD2738	31/07/2015	Clause 36(1)(a)(ii)	Procurement of credits for a postage franking machine for Hangklip-Kleinmond, Gansbaai and Hermanus Administration from the sole service provider for this specific equipment, for the period ending 30 June 2016	Senior Manager: Hangklip-Kleinmond, Lakey D	Earlywox 282 (Pty) Ltd	R 37 151.75		R 5 201.25	R 42 353.00
					Senior Manager: Gansbaai and Standford , Myburg F		R 33 333.33		R 4 666.67	R 38 000.00
					Manager: Council Support Services, Van Tonder H		R 150 877.19		R 21 122.81	R 172 000.00
							R 240 669.52	-	R 33 693.75	R 274 363.27

Annexure B: Schedule of approvals in terms of Paragraph 17(1) of the SCM Policy - Overstrand Municipality – July 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	
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	SYNTELL (PTY) LTD	R 24 000.00	10	PROVISION OF SOFTWARE FOR THE CAPTURING OF HANDWRITTEN FINES (SEC 56 AND 341)
2	SHARP ELECTRONICS	R 15 213.92	10	SERVICE/REPAIR SHARP COPIERS - LABOUR
3	BARLOWORLD EQUIPMENT	R 2 883.87	11	BOLT 2255501 - CEM24211
4	WHALE COAST ELECTRICAL (PTY) L	R 2 270.00	10	REPLACEMENT OF 5 TUBE LIGHTS AND 1 OUTDOOR GLOBE AT THE TRAFFIC DEPARTMENT
5	JADEZWENI MW	R 25 000.00	10	PROVIDE TRANSLATION SERVICES PER ATTACHED SPECIFICATION
6	KLEINMOND BUILD-IT	R 1 973.03	10	THINNERS 5L
7	PRINTEGRATION	R 2 142.80	10	SERVICE / REPAIR : TALLY GENICOM: LINE PRINTER 6610 - S/N - 6RT661212015
8	KLEINMOND BOUHANDEL	R 1 903.51	11	SPEC WALLSEAL WHITE 20L
9	AMOROC DOORS	R 10 307.02	11	INSTALL GATE-MOTOR TAG READER ANTENNE@BEAMS AT GATE (SEE KWOTATION).
10	RAYCAPE CC	R 6 338.70	10	24W 180 DEGREE LED LAMP - QUOTE SC2007A
11	DERELIZE PRINTING	R 2 780.00	10	THONG SHEETS
12	HENRY GAFFLEY BOUERS CC	R 2 846.30	11	INSTALLATION OF SHELVING AND BUILDING OF A DRY WALL
13	GILBERTS CATERING (K2011/12488	R 5 172.00	10	CLASSROOM AND MEALS FOR 22 & 23 JULIE 2015 VIR 16 PERSONE VIR LGAC TRAINING
14	MORESON GRONDVERSKUIWERS BK	R 9 576.00	10	EXCAVATION OF ROCK PER CUBIC METER IN PRINGLE BAY
15	OUTDOOR POWER	R 1 808.00	11	8 X NYLON HEADS : FS 500
16	AMOROC DOORS	R 6 315.79	11	NEW GATE MOTOR PLUS 10 REMOTES AT LAW ENFORCEMENT OFFICE
17	AGUA AFRICA CC	R 4 263.93	11	TEST KIT, ACS-1 ASCORBIC ACID
18	BIDVEST WALTONS	R 3 088.83	11	STATIONERY ITEMS
19	BOTRIVIER BOEREMARK	R 2 161.79	11	TOILET ROLL HOLDERS S/S 2 ROLLS
20	PPF HERMANUS	R 3 083.88	11	WALCRO SHOWER COMP. CARTRIDGE 1-QTE203307
21	OVERBERG AGRI BEDRYWE (PTY) LT	R 1 909.63	11	JONSSON SHIRT LEGENDARY FATIGUE SHORT (XXL)
22	BURMAR CIVILS (PTY) LTD	R 10 800.00	11	HOT PAVEMENT MIX (6 TONS)
23	BURMAR CIVILS (PTY) LTD	R 10 800.00	11	HOT PAVEMENT MIX (6 TONS)
24	HERMANUS ANIMAL WELFARE SOCIET	R 24 561.41	10	IMPOUND OF DOGS AND CATS IN HERMANUS AREA
25	BARC DIERESORG TRUST	R 28 000.00	11	IMPOUND OF DOGS AND CATS IN GANSBAAI AREA
26	KLEINMOND ANIMAL WELFARE	R 20 000.00	11	IMPOUND OF DOGS AND CATS IN KLEINOND AREA
27	CAPE OFFICE MACHINES	R 3 585.22	10	WC 7545/7556 DRUM CARTRIDGE (XEROX 7535 PS _3906612029- RIANA)
28	GILBERTS CATERING (K2011/12488	R 5 855.00	10	CLASSROOM AND MEALS FOR 15 LEANERS FOR LGAC TRAINING 19 & 20 AUGUST 2015

7. SUBMISSION OF THE DRAFT UNAUDITED ANNUAL REPORT FOR THE FINANCIAL YEAR 2014/15

5/15/1/1

R Louw

19 August 2015

(028) 313 8071

Corporate Head Office

1. Executive Summary

The purpose of this report is to present the draft unaudited Annual Report, for the 2014/15 financial year to Council.

2. Service Delivery and Budget Implementation Plan Reference: IGNITE

Directorate: Management Services
Strategic Planning

3. Compliance with Strategic Priority

Provision of democratic, accountable and ethical governance

4. Delegated Authority

None

5. Legal Requirements

Section 46 of the Local Government: Municipal Systems Act 2000 (Act 32 of 2000) (MSA)

Section 121 of the Local Government: Municipal Finance Management Act 2003 (Act 56 of 2003) (MFMA)

6. Background/Discussion

In terms of the above legislation a Municipality must prepare an annual report for each financial year. Some of the key purposes of the annual report are:

- to provide a record of the activities of the municipality or entity
- to provide a report on performance in service delivery and budget implementation
- to provide information that supports the revenue and expenditure decisions made
- to promote accountability to the local community for decisions made.

The annual report provides an authoritative record of the activities and performance of the municipality for each financial year. In time it will serve as a key historical record on each municipality, revealing the progress, growth and development of municipal services and performance.

The MFMA requires that the annual report of a municipality must include the following:

- the annual financial statements
- in addition, where a municipality has sole or effective control of a municipal entity, the consolidated annual financial statements
- the Auditor-General's audit report on the financial statements
- any explanations that may be necessary to clarify issues in connection with the financial statements
- an assessment by the accounting officer on any arrears on municipal taxes and service charges
- particulars of any corrective action taken or to be taken in response to issues raised in the audit reports
- other information as determined by the municipality or entity or as may be prescribed
- any recommendations of the audit committee.

The format of the consolidated report will be as follows:

- Chapter 1: Mayor's Foreword and Executive Summary
- Chapter 2: Governance
- Chapter 3: Service Delivery Performance
- Chapter 4: Organisational Development Performance
- Chapter 5: Financial Performance
- Chapter 6: Auditor-General Findings

National Treasury in September 2012 issued MFMA Circular 63- Annual Report-update that amongst other aims to expedite the timelines for producing the Annual Report.

Circular 63 states:

“Timelines for producing the Annual Report

The Annual Report of a municipality and every municipal entity must be tabled in the municipal council on or before 31 January each year (MFMA S127). In order to enhance oversight functions of Councils, please note that this must be interpreted as an outer deadline; hence municipalities must submit the Annual Reports as soon as possible after year end, namely, August. The entire process is concluded in the first or second week of December for all municipalities, the same year in which the financial year ends and not a year later, as is currently the case. The activities, implications, process/role-player and timeframes are described below for ease of reference and implementation.

It is expected that effective management of performance will also result from this change.

Activity	Legislation and Guidance	Process Owner Role Player	Timeframe
Consideration of next financial year's Budget and IDP process plan. In-year reporting formats should ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the beginning of the Budget / IDP implementation period	MSA S41(1)(e)	MM Assisted by other s56 managers & the CFO	July
Implementation and monitoring of approved Budget and IDP through the approved SDBIP commences (In-year financial reporting and quarterly performance reports).	MSA S41(1)(e)	MM Assisted by other s56 managers & The CFO	
Finalise 4th quarter report of previous financial year	MFMA S52(d)	MM Assisted by other s56 managers & CFO	
Submit draft previous financial year Annual Report and evidence to Internal and the Auditor General including annual financial statements and financial and non-financial information ¹ .	Submission of annual financial statements as per section 126(1) of the MFMA. Additional step, a draft Annual Report is prepared.	MM & CFO	
Municipal entities submit draft Annual Reports to MM.	Annual Performance report needs to be included as per section 46 of the MSA.	Entity AO & CFO	
Submit Annual Report including annual financial statements and Annual Performance Report to the Combined Audit/Performance Committee.	Joint Committee assessing both financial and non-financial performance advances	MM & CFO	
Combined Audit/Performance committee considers unaudited Annual Report of municipality and entities (where relevant).	accountability and expedites corrective measures	Audit and Performance Audit Committee	July/ August

Mayor tables the unaudited Annual Report in Council	The Annual Report submitted complies with the requirements of Section 121(3)(a-k). Information on pre-determined objectives to be included. Note that it is unaudited and will not include any of the Auditor-Generals reports as the auditing thereof will still be in progress. (Municipalities with Municipal entities to submit a consolidated Unaudited Annual Report by September)	Mayor	August
Municipality submits Annual Report including final annual financial statements and annual performance report to Auditor-General for auditing purposes – due 31 August. Council to submit unaudited tabled annual report to MPAC for vetting and verification of councils' directive on service delivery & the committee to evaluate senior managers' performance against agreement entered into		CFO	
Commencement of IDP analysis of institutional, services and infrastructure provision, backlogs and priorities. Unaudited Annual Report as submitted to Auditor-General to be used as input into the IDP strategic phase process and community verification & input by MPAC on reported performance. Such information includes that of various entities incorporated into the information of the parent entity.	If the above process is followed, the unaudited Annual Report can add value to the IDP/Budget planning process for the next year as well as oversight by MPAC on the reported deliverables by communities and achievements targets reached.	Council	
Auditor-General audits the unaudited Annual Report and submit an audit report to the accounting officer for the municipality / municipal entity.	Section 126(3)(b) require the Auditor-General to submit an audit report within three months after receipt of statements from the municipality.	Auditor-General	November for municipalities without entities & December for municipalities with entities
Annual Report and oversight report process for adoption to be used as input into public participating meetings for the IDP review process.	Section 127,128,129 and 130	Council	September November

The Auditor-General's reports are issued during the period of Oct/Nov. Once the AG audit reports have been issued no further changes are allowed as the audit process is completed	Section 129, 130 and 131. Tabling the audited Annual Report within 5 or 6 months after the end of the financial year. Section 75 for publication on website.	MM	November/ December
Mayor tables audited Annual Report and financial statements to Council		Mayor	
Audited Annual Report is made public, e.g. posted on municipality's website.		IT Director Accounting officer	
Oversight committee finalises assessment on Annual Report. This must be concluded within 7 days of receipt of AGs report. Council is expected to conclude on this matter before going on recess in December.			
Council adopts Oversight report.	The entire process, including oversight reporting and submission to provincial legislators is completed in December and not in March the following year.	Council	December
Oversight report is made public.		MM	
Oversight report is submitted to Legislators, Treasuries and DCoG		Mayor	

Extract, MFMA Circular 63, September 2012

Circular 63 addresses the need to streamline the Annual Report process by municipalities and municipal entities. In future, all municipalities and municipal entities are required to prepare and submit their draft Annual Reports to the Auditor-General by 31 August each year. Municipalities are encouraged to implement or phase-in the requirements of the new Annual Report by 2013/14 financial year”.

7. Financial Implications

Not applicable

8. Staff Implications

Report compiled in-house.

9. Comments from other Departments, Divisions and Administrations

Information was requested from various officials during the information gathering phase.

10. Annexures

Due to the volume of the document and the repeat in printing (this only being the draft unaudited report) the report is tabled in CD format, but is available in printed format on request.

The draft unaudited Annual Report for the 2014/15 financial year in CD format will be distributed under separate cover.

RECOMMENDATION TO THE COUNCIL:

that tabling of the 2014/15 **DRAFT** unaudited Annual Report, **be noted**.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****NONE**