

NELSON MANDELA BAY

METROPOLITAN MUNICIPALITY



COUNCIL MEETING

13 NOVEMBER 2014 AT 09:00

(Postponed from 30 October 2014)

**(HUMAN RESOURCES AND CORPORATE ADMINISTRATION COMMITTEE :
MEETING HELD 9 SEPTEMBER 2014)
(EXECUTIVE MAYOR : MEETING HELD 1 OCTOBER 2014)**

**REPORT BY EXECUTIVE DIRECTOR : CORPORATE SERVICES (CORPORATE
ADMINISTRATION MATTERS)**

48. DISPOSAL OF MUNICIPAL ASSETS (6/1/2/1/10/1) (Agenda p. 28) (Min. No. 41/2014)

RESOLVED:

- (a) That the assets listed in Annexure "A1", "A2" and "A3" to the Report No. 6/2014 by the Executive Director: Corporate Services (Corporate Administration matters) to the Human Resources and Corporate Administration Committee dated 9 September 2014, be disposed of in accordance with the Asset Disposal Policy adopted by the Municipality.
- (b) That the assets listed in Annexures "A1", "A2" and "A4" to the Report No. 6/2014 by the Executive Director: Corporate Services (Corporate Administration matters) to the Human Resources and Corporate Administration Committee dated 9 September 2014, with a net book value of R30 095,00 be disposed of in accordance with the Asset Disposal Policy adopted by the Municipality.
- (c) That the assets listed in Annexures "A1", "A2" and "A4" to the Report No. 6/2014 by the Executive Director: Corporate Services (Corporate Administration matters) to the Human Resources and Corporate Administration Committee dated 9 September 2014, be removed from the Municipal Asset Register.
- (d) That the Asset Management staff in collaboration with the staff from the affected Directorates take the necessary actions to locate the balance of the 132 assets that could not be verified during the recent audit and that a report on the outcome be submitted to a future meeting of the Human Resources and Corporate Administration Committee.

**REPORT BY EXECUTIVE DIRECTOR : CORPORATE SERVICES (HUMAN
RESOURCES MATTERS)**

**49. EMPLOYMENT EQUITY REGULATIONS NO. 37873 OF 2014 (4/3/2) (Supplementary
Agenda p. 3) (Min. No. 45/2014)**

RESOLVED:

That quarterly reports be submitted by the Executive Director: Corporate Services (Director: Skills Development and Employment Equity) to the Human Resources and Corporate Administration Committee on the progress made regarding the alignment of the Human Resources systems and policies of the Municipality to the Employment Equity Regulations of 2014.



BUSINESS UNIT.....

☒116, Port Elizabeth 6000; ☎(041) 506-3247; ☎(041) 506-3336/3337

Asset Disposal Committee

Authorisation to dispose an asset:

Ref: ADA/00/2014/1

Date on which asset was acquired: _____

Asset description: _____ Furniture & Fittings _____

Classification of asset: _____ Desks, Chairs, & Computers, etc. _____

Asset number: _____ See Attached Lists _____

Asset Location: _____ See Attached Lists _____

Suggested Method of Disposal : Auction, Assets Redundant

Recommendation for Approval by: COUNCIL REQUESTED BY:

Name: Z. NKAYITSHANA Signature: _____

Name: L. JUBBER Signature: _____

Name: K. KRAMER Signature: _____

Name: B. GREYLING Signature: _____

Name: K. GILMER Signature: _____

Name: X. TSHABANGU Signature: _____

Name: T. NOMPANDANA Signature: _____

Date: 18/08/2014

Authorised by CM: 13 NOVEMBER 2014

ATT: XOLISILE

12/06/14

Please discuss urgently
TJ



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Director : Asset Management
Lillian Diedericks Building
Port Elizabeth

11 June 2014

DISPOSAL OF REDUNDANT FIREARM

The Safety & Security Directorate has been following a firearm standardization program for a number of years. The background to this program is basically as a result of an unmanageable situation where NMBM at the time of establishment were in possession of 15 makes and 7 different calibers of firearms. Part of the Metro's application to the SAPS Central Firearms Register to be declared an "Official Institution" in terms of the Firearms Control Act 60 of 2000 included a submission that a program will be embarked on to standardize the type of firearms issued to Law Enforcement Officers.

Due to the complexity of this standardization program and the financial implications it was phased in over a period of time. The main benefits derived from the program thus far can be measured as a knock-down standardization effect on:

- Training,
- Maintenance,
- Database and Record keeping,
- Operational deployment,
- Ammunition procurement and
- Optional extras.

One of the programs which run parallel with the standardization initiative is the disposal of obsolete firearms which do not conform to the standardization norms. The Central Firearm Register has indicated it will not approve the licensing of any additional firearms if just proof cannot be provided where old, redundant or obsolete firearms have been disposed of. All



Application for disposal of asset

Ref: AD/00/2006

Date requested: 10.06.2014

Date on which asset was acquired: ~~28.06.2004~~

Asset description: Beretta – 9mm short pistol – s/n D30914Y

Classification of asset: Firearm

Asset number: See attached

Asset Location: R 0718

Suggested method of disposal: Obsolete and Redundant

Carrying amount: _____

Fair value: _____

Reason for disposal of the asset: Nelson Mandela Metropolitan Municipality embarked on a 5 year phased handgun and shotgun standardization program some time ago. The firearm identified for surrendering do not conform to this standardization standard.

Requested by: A Du Toit **Signature:** 

disposals of firearms are controlled in terms of Council's Asset Management Policy, more specific the "Operational Directive: Firearms Disposal Management for Official Institutions" which includes all the necessary legal and SAPS requirements. A number of these exercises have been completed successfully in the past in terms of this process / policy.

The following firearm is regarded as non-standard and operationally obsolete:-

Type	Description	Make	Serial Number
Pistol	9mm Parabellum (Short)	Beretta	D30914Y

Authority is requested to continue with the disposal exercise in consultation with the SAPS.

Please do not hesitate to contact Mr J. Moodien (cell – 0797247553) should you require further information or clarity.



A.DU TOIT
Assistant Director : Security Services
Firearm Project Manager

DISPOSAL SUMMARY

BAR CODE	DESCRIPTION	BOOK VALUE	DIRECTORATE	REASON FOR DISPOSAL	DATE OF APPLICATION
	FURNITURE & FIXTURES				
68750	Heater	19.00	I & E- WWT	Broken	03-04-2013
52941	Oil Pump	85.00	I & E-FWF PLANT	Car Part	25-03-2014
52544	Bench Wood	66.00	I & E-FWF PLANT	Self Made	25-03-2014
52617	Fan	25.00	I & E-FWF PLANT	Broken	25-03-2014
A9772	Heater	19.00	I & E- Scientific	Irreparable	27-09-2013
96532	PH Meter	85.00	I & E- Scientific	Irreparable	27-09-2013
38635	Analyser	165.00	I & E- Scientific	Irreparable	27-09-2013
96531	PH Meter	85.00	I & E- Scientific	Irreparable	27-09-2013
38608	Stirrer	42.00	I & E- Scientific	Irreparable	27-09-2013
44821	Burette	42.00	I & E- Scientific	Irreparable	27-09-2013
39043	Microwave	95.00	I & E- Scientific	Obsolete	30-09-2013
38997	Balance	145.00	I & E- Scientific	Obsolete	30-09-2013
38665	Fan	12.00	I & E- Scientific	Obsolete	30-09-2013
38384	Cupboard	168.00	I & E- Scientific	Obsolete	30-09-2013
72134	Pedestal	99.00	I & E- Scientific	Obsolete	30-09-2013
72126	Table	14.00	I & E- Scientific	Obsolete	30-09-2013
72120	Table	14.00	I & E- Scientific	Obsolete	30-09-2013
38862	Table	14.00	I & E- Scientific	Obsolete	30-09-2013
76090	Fan	12.00	I & E- Scientific	Redundant	27-09-2013
38927	Vacuum Cleaner	152.00	I & E- Scientific	Redundant	27-09-2013
39049	Dilutor	250.00	I & E- Scientific	Redundant	27-09-2013
38542	Cabinet	12.00	I & E- Scientific	Redundant	27-09-2013
38983	Fan	12.00	I & E- Scientific	Redundant	27-09-2013
38369	Fan	12.00	I & E- Scientific	Redundant	27-09-2013
38984	Chair	65.00	I & E- Scientific	Redundant	27-09-2013
84803	Chair	65.00	I & E- Scientific	Redundant	27-09-2013
83095	Table	14.00	I & E- Scientific	Redundant	27-09-2013
38858	Chair	65.00	I & E- Scientific	Redundant	27-09-2013
38850	Chair	65.00	I & E- Scientific	Redundant	27-09-2013
38994	Table	14.00	I & E- Scientific	Redundant	27-09-2013
38943	Table	14.00	I & E- Scientific	Redundant	27-09-2013
38917	Clamp	256.00	I & E- Scientific	Redundant	27-09-2013
76032	Fan	14.00	I & E- Scientific	Redundant	27-09-2013
38628	Dilutor	98.00	I & E- Scientific	Redundant	27-09-2013
39211	Mixer	25.00	I & E- Scientific	Redundant	27-09-2013
38648	Turbidimeter	256.00	I & E- Scientific	Redundant	27-09-2013
38605	Stirrer	250.00	I & E- Scientific	Redundant	27-09-2013
39037	Orion	156.00	I & E- Scientific	Redundant	27-09-2013
38644	Orion	156.00	I & E- Scientific	Redundant	27-09-2013
38934	Fluid	120.00	I & E- Scientific	Redundant	27-09-2013
38654	Pipette	140.00	I & E- Scientific	Redundant	27-09-2013
38982	Orion	156.00	I & E- Scientific	Redundant	27-09-2013
39056	RO Unit	145.00	I & E- Scientific	Redundant	27-09-2013
39036	Sampler	85.00	I & E- Scientific	Redundant	27-09-2013
38323	Answering Machine	95.00	I & E- Scientific	Redundant	27-09-2013
38677	Waterbath	263.00	I & E- Scientific	Redundant	27-09-2013
38372	Cabinet	18.00	I & E- Scientific	Redundant	27-09-2013
96529	Turbidimeter	58.00	I & E- Scientific	Redundant	27-09-2013
38667	Incubator	263.00	I & E- Scientific	Redundant	27-09-2013
39208	Waterbath	263.00	I & E- Scientific	Redundant	27-09-2013
38655	Pipette	85.00	I & E- Scientific	Redundant	27-09-2013
68995	Pipette	85.00	I & E- Scientific	Redundant	27-09-2013
68998	Pipette	85.00	I & E- Scientific	Redundant	27-09-2013
38955	Heater	15.00	I & E- Scientific	Redundant	27-09-2013
39043	Microwave	96.00	I & E- Scientific	Redundant	27-09-2013
44333	Table	12.00	I & E- Scientific	Redundant	27-09-2013
44334	Pipette	96.00	I & E- Scientific	Redundant	27-09-2013
76025	Fan	12.00	I & E- Scientific	Redundant	27-09-2013
39072	Counter	85.00	I & E- Scientific	Redundant	27-09-2013
38862	Cabinet	89.00	I & E- Scientific	Redundant	27-09-2013