

**DISPOSAL OF**

**MUNICIPAL**

**ASSETS**

# MBIZAKA LOCAL MUNICIPALITY

**SUBMISSION TO:** COUNCIL  
**FROM:** EXECUTIVE COMMITTEE  
**DATE:** 29 MARCH 2019  
**KPA:** FINANCIAL VIABILITY & MANAGEMENT  
**SUBJECT:** DISPOSAL OF MUNICIPAL ASSETS

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## **1. PURPOSE**

The purpose of the report is to bring to the council's attention the list of assets that have reached the end of their economic lives and therefore require disposal.

The report will then assist the council to resolve on the approval of the disposal list and the processes to be followed in disposing these assets.

## **2. BACKGROUND**

The Budget and Treasury department is tasked among other things with the management of municipal assets from acquisition, operation, maintenance and disposal when deemed appropriate.

Section 14(1) of the Municipal Finance Management Act no 56 of 2003 states that a Municipality may not transfer ownership as a result of sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of a basic Municipal services.

Section 14(2) further 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 a 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 to be received in exchange for the asset.

According to paragraph 12.3 of the Asset Management Policy the CFO shall consolidate the requests received from the various departments, and shall promptly report the consolidated information to the Budget and Treasury standing committee recommending the process of alienation to be adopted.

## **3. LEGISLATIVE/STATUTORY FRAMEWORK**

The following pieces of legislation and regulations informed the report and the process followed

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

- Local Government: Municipal Systems Act No. 32 of 2000
- Mbizana Local Municipality Asset Management Policy
- Generally Recognised Accounting Practice
- National Treasury Capital Assets Management Guidelines 2008

#### 4. **STRATEGIC IMPLICATIONS**

Every year the municipality updates its asset register to ensure compliance with the requirements of GRAP. The update and review of the asset register involves an assessment of the assets' conditions to ensure suitability for operation. During the year under implementation there are assets that have been assessed and found to be unsuitable for use.

#### 5. **DISPOSAL LIST**

BARCODE	DESCRIPTION	APPENDIX B-C CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
184	TABLE	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 390.00	R -45.28	Broken down into pieces and cannot be repair
275	CABINET	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 2 856.00	R 2 590.04	Broken down into pieces and cannot be repair
348	CHAIR- OPEN MIDBACK NO ARMREST STEEL LEGS	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 735.00	R 683.78	Broken down into pieces and cannot be repair
425	CHAIR STEEL LEGS	Furniture and fixtures	01-Jul-12	Broken	31-Jan-19	R 8 550.00	R -3 862.31	Broken down into pieces and cannot be repair
467	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 90.00	R -	Broken down into pieces and cannot be repair
885	Chair- U SHAPPED	FURNITURE AND FITTINGS	28-Jun-16	Broken	11-Jul-19	R 3 800.00	R 2 432.49	Broken down into pieces and cannot be repair
949	DRAWERS	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 1 200.00	R -	Broken down into pieces and cannot be repair
981	CHAIR-NO ARMREST 4 STEEL LEGS	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 472.00	R 195.56	Broken down into pieces and cannot be repair
988	TABLE LINK	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 447.50	R -23.68	Broken down into pieces and cannot be repair
1002	TABLE LINK	Furniture and fixtures	01-Jul-12	Broken	31-Jan-19	R 285.23	R -55.30	Broken down into pieces and cannot be repair
1034	CABINET	Furniture and fixtures	16-Mar-11	Broken	31-Jan-19	R 188.00	R -29.66	Broken down into pieces and cannot be repair
1035	CUBBOARD TWO DOOR	Furniture and fixtures	16-Apr-15	Broken	31-Jan-19	R 8 000.00	R -3 980.46	Broken down into pieces and cannot be repair
1129	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 990.00	R -	Broken down into pieces and cannot be repair
1182	CHAIR - HIGHBACK 2 ARMREST WOOD SWIVEL LEGS	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 880.00	R 787.14	Broken down into pieces and cannot be repair
1356	COMPUTER CPU	FURNITURE AND FITTINGS	41338	Broken	11-Jul-19	R 1 795.00	R 1 559.21	Broken down into pieces and cannot be repair
1426	TELEVISION	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 2 873.98	R 2 647.22	Broken down into pieces and cannot be repair
1523	COMPUTER DESKTOP PRINTER	FURNITURE AND FITTINGS	01-Jul-08	Broken	11-Jul-19	R 2 583.09	R 2 383.38	Broken down into pieces and cannot be repair

BARCODE	DESCRIPTION	APPENDIX B-CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
1763	COMPUTER DESKTOP PRINTER	FURNITURE AND FITTINGS	16-Mar-11	Broken	11-Jul-19	R 650.79	R 673.94	Broken down into pieces and cannot be repair
1893	COMPUTER DESKTOP PRINTER	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 7180.20	R 7129.30	Broken down into pieces and cannot be repair
1941	COMPUTER CPU	FURNITURE AND FITTINGS	05-Mar-13	Broken	11-Jul-19	R 999.00	R 898.20	Broken down into pieces and cannot be repair
2001	CHAIR U SHAPED STEEL LEGS	Furniture and fixtures	06-Jun-17	Broken	31-Jan-19	R 468.00	R -37.67	Broken down into pieces and cannot be repair
2054	CHAIR	Furniture and fixtures	23-Jun-16	Broken	31-Jan-19	R 735.00	R -55.65	Broken down into pieces and cannot be repair
2116	CHAIR U SHAPED STEEL LEGS	Furniture and fixtures	01-Jul-09	Broken	31-Jan-19	R 520.00	R -31.96	Broken down into pieces and cannot be repair
2219	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 735.00	R -126.10	Broken down into pieces and cannot be repair
2241	Trolley	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 3943.00	R	Broken down into pieces and cannot be repair
2342	Numatic Floor Polisher Machine	FURNITURE AND FITTINGS	16-Apr-15	Broken	11-Jul-19	R 28608.64	R 17838.01	Broken down into pieces and cannot be repair
2345	MACHINE - VACUUM CLEANER	FURNITURE AND FITTINGS	05-Mar-13	Broken	11-Jul-19	R 2090.00	R 1984.79	Broken down into pieces and cannot be repair
2392	CHAIR 2 ARM REST	Furniture and fixtures	01-Jul-09	Broken	31-Jan-19	R 275.41	R	Broken down into pieces and cannot be repair
2704	CHAIR U SHAPED STEEL LEGS	FURNITURE AND FITTINGS	16-Mar-11	Broken	11-Jul-19	R 275.41	R 255.44	Broken down into pieces and cannot be repair
3002	CABINET 4 DRAWERS	FURNITURE AND FITTINGS	10-Jun-14	Broken	11-Jul-19	R 6000.00	R 4172.83	Broken down into pieces and cannot be repair
3004	CABINET 4 DRAWERS	FURNITURE AND FITTINGS	10-Jun-14	Broken	11-Jul-19	R 6000.00	R 4172.83	Broken down into pieces and cannot be repair
3084	COMPUTER LAPTOP	FURNITURE AND FITTINGS	25-Apr-14	Broken	11-Jul-19	R 11875.29	R 10190.33	Broken down into pieces and cannot be repair
3195	PHOTO FRAME	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 1203.84	R 772.43	Broken down into pieces and cannot be repair
3198	PHOTO FRAME	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 802.71	R 769.58	Broken down into pieces and cannot be repair

BARCODE	DESCRIPTION	APPENDIX B-CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
3279	MACHINE VACCUUM CLEANER	Furniture and fixtures	05-Mar-13	Broken	31-Jan-19	R 7 545.00	R -1 977.67	Broken down into pieces and cannot be repair
3343	CHAIR 2 ARM RESTS SWIVEL	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 537.00	R -78.84	Broken down into pieces and cannot be repair
3377	MACHINE - VACCUUM CLEANER	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 613.67	R 611.76	Broken down into pieces and cannot be repair
3378	MACHINE - VACCUUM CLEANER	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 375.71	R 367.58	Broken down into pieces and cannot be repair
3394	PRINTER BUSINESS CARD	FURNITURE AND FITTINGS	10-Nov-11	Broken	11-Jul-19	R 5 118.40	R 3 806.24	Broken down into pieces and cannot be repair
3395	COMPUTER CPU	FURNITURE AND FITTINGS	10-May-14	Broken	11-Jul-19	R 4 424.69	R 4 120.29	Broken down into pieces and cannot be repair
3467	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
3469	PHOTO FRAME	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 1 203.84	R 772.43	Broken down into pieces and cannot be repair
3470	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
3473	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
3566	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
3580	CHAIR - MIDBACK 4 STEEL LEGS	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 735.00	R 625.30	Broken down into pieces and cannot be repair
3590	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
3595	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
3768	COMPUTER CPU	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 1 510.64	R 1 480.57	Broken down into pieces and cannot be repair
3777	COMPUTER CPU	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 1 510.64	R 1 480.57	Broken down into pieces and cannot be repair
4028	COMPUTER MONITOR	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 2 100.37	R 2 058.87	Broken down into pieces and cannot be repair
4086	CABINET 4 DRAWERS	FURNITURE AND FITTINGS	07-Jan-15	Broken	11-Jul-19	R 2 875.00	R 2 503.04	Broken down into pieces and cannot be repair
5076	Scanner	FURNITURE AND FITTINGS	27-Jun-16	Broken	11-Jul-19	R 2 295.11	R 1 387.46	Broken down into pieces and cannot be repair
5745	CHAIR - STEEL LEGS	FURNITURE AND FITTINGS	16-Apr-15	Broken	11-Jul-19	R 6 500.00	R 4 052.49	Broken down into pieces and cannot be repair
6190	CHAIR - MIDBACK 4 STEEL LEGS	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 520.00	R 450.52	Broken down into pieces and cannot be repair

BARCODE	DESCRIPTION	APPENDIX B-CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 :ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
8046	BANNER MBIZANA	Furniture and fixtures	01-Jul-12	Broken	31-Jan-19	R 617.47	R -83.46	Unused, old and broken
8047	BANNER-PULL UP	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 752.54	R 725.61	Broken down into pieces and cannot be repair
8050	BANNER PULL UP	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 617.47	R 560.13	Broken down into pieces and cannot be repair
8518	COMPUTER CPU	FURNITURE AND FITTINGS	01-Jul-09	Broken	11-Jul-19	R 1 540.00	R 1 383.80	Broken down into pieces and cannot be repair
9236	Computer Laptop	FURNITURE AND FITTINGS	02-Feb-17	Broken	11-Jul-19	R 9 500.00	R 4 933.33	Broken down into pieces and cannot be repair
9449	CHAIR 4 STEEL LEGS	Furniture and fixtures	01-Jul-12	Broken	31-Jan-19	R 10 002.00	R -6 697.55	Broken down into pieces and cannot be repair
9500	BANNER-PULL UP	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 617.47	R 560.13	Broken down into pieces and cannot be repair
9614	CHAIR - SWIVEL MIBACK	FURNITURE AND FITTINGS	02-Jan-12	Broken	11-Jul-19	R 5 118.40	R 3 897.32	Broken down into pieces and cannot be repair
9758	CHAIR 2 ARM RESTS SWIVEL	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 275.41	R -46.42	Broken down into pieces and cannot be repair
9759	CHAIR - 2 ARM RESTS SWIVEL	FURNITURE AND FITTINGS	16-Apr-15	Broken	11-Jul-19	R 28 608.64	R 23 269.22	Broken down into pieces and cannot be repair
9839	CHAIR HIGHBACK TWO ARMREST SWIVEL	FURNITURE AND FITTINGS	01-Jul-12	Broken	11-Jul-19	R 447.50	R 400.47	Broken down into pieces and cannot be repair
9899	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
9913	Scanner	FURNITURE AND FITTINGS	17-Sep-15	Broken	11-Jul-19	R 900.00	R 683.12	Broken down into pieces and cannot be repair
9921	CHAIR - 2 ARMREST U SHAPED STEEL LEGS	FURNITURE AND FITTINGS	16-Apr-15	Broken	11-Jul-19	R 28 608.64	R 17 838.01	Broken down into pieces and cannot be repair
HVY15BEC	MOTOR VEHICLE - STATION WAGON	TRANSPORT ASSETS	14-Nov-16	Broken	11-Jul-19	R 748 728.76	R 316 409.21	Broken down into pieces and cannot be repair
W10020	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10021	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair



BARCODE	DESCRIPTION	APPENDIX B-CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
W10022	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10023	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10024	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10025	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10026	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10027	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10028	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10029	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10030	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10031	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10032	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10033	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10034	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair



BARCODE	DESCRIPTION	APPENDIX B-C CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
W10035	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10036	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10037	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10038	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10039	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10040	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10041	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10042	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10043	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10044	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10045	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10046	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair
W10047	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	70.00	R	The chair was broken and disabled and cannot be used or repair

BARCODE	DESCRIPTION	APPENDIX B-CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
W10048	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10049	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10050	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10051	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10052	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10053	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10054	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10055	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10056	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10057	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10058	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10059	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair
W10060	CHAIR	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 70.00	R -	The chair was broken and disabled and cannot be used or repair

BARCODE	DESCRIPTION	APPENDIX B CLASSIFICATION	ACQUISITION DATE	CONDITION 2018/19	DISPOSAL DATE	2018/19 ASSET COST	BOOK VALUE DISPOSED	REASONS FOR DISPOSAL
3556	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unusec
3595	PHOTO FRAME	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 2 799.43	R -2 405.68	Broken and unused
885	Chair-U WOODEN LEGS	Furniture and fixtures	01-Jul-08	Broken	31-Jan-19	R 3 800.00	R -1 614.80	Broken down into pieces and cannot be repair
2241	Trolley	Furniture and fixtures	01-Jul-08	Broken	14-Jan-19	R 3 943.00	R -	Broken down into pieces and cannot be repair
9244	Computer Laptop	Furniture and fixtures	01-Jul-08	Broken	03-Nov-18	R 9 500.00	R -5 804.44	The laptop was stolen
FZY779EC	Toyota Corolla Seden	Transport Asset	01-Jul-08	Broken		R 177 700.00	R -	Involved in an accident and ended up in a write off
						<b>R504 736.76</b>	<b>R-90 466.67</b>	

Below is a list of assets regarded as scrap assets that management requests permission to dispose through donation to stakeholders to be identified by Council.

QTY	DESCRIPTION	MAKE	OFFICE	CUSTODIAN	CONDITION	REASONS FOR DISPOSAL
1	Double Sliding Door	Aluminium	Archives	Mr. Bass	Unused	Old, broken and removed due to renovation
1	Double Sliding Door	Wood	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Single Door (Internal)	Wood	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Single Door (Internal)	Wood	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Single Door (Internal)	Wood	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Single Door (External)	Wood	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Single Door (External)	Wood	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Single Door (Internal)	Steel	GARAGE	Mr V Tuswa	Unused	Old, broken and removed due to renovation
1	Gate (Sliding)	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
7	Truck Tyres	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
2	Tractor Back Tyres	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
1	Grader Front Tyre	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
11	4x4 Tyres	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
2	195 R 15 Tyres	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
5	SUV Tyres	Tyre	Municipal Yard	Mr Fokwana	Poor	Worn out and replaced
3	Interior Doors	Wood	Municipal Yard	Mr Fokwana	Broken	Old, broken and removed due to renovation


## 9. OTHER PARTIES CONSULTED

Institution/ Officer consulted	Response/ Viewpoint
i. Municipal Manager	Supports the report
ii. Budget & Treasury Standing Committee	Supports the report
iii. Executive Committee	Supports the report

## 10. EXECUTIVE COMMITTEE RECOMMENDATIONS

On the motion of councilor Somadlangathi seconded by councilor Maphetshana executive committee recommends to council that:-

- 10.1. The disposal list be approved as follows
- 10.2. Write-off of scrap assets
- 10.3. Donation of assets that cannot be sold
- 10.4. Identification of beneficiaries to receive the donations
- 10.5. Auctioning of assets that will have value

  
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Clr T.D Mafumbatha

Mayor

Date: 27-03-2019