

TARIFFS FOR REFUSE REMOVAL SERVICES

Notice is hereby given of the following:

1. That the determination of fees payable to the City of Tshwane Metropolitan Municipality for refuse removal services approved by a Council resolution on 30 May 2019 be withdrawn with effect from 1 July 2020.
2. That the fees as set out in Annexure G.1 be determined in terms of the provisions of Section 75A(1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended.
3. That the determination contemplated in Paragraph 2 takes effect on 1 July 2020.
4. That notice of the withdrawal and determination be given in terms of the provisions of Sections 75A(3)(a), (b) and (c) of the Local Government: Municipal Systems Act, 2000.
5. That notice in terms of Paragraph 4 above be published in the relevant newspapers.

CITY OF TSHWANE METROPOLITAN MUNICIPALITY

NOTICE OF WITHDRAWAL AND DETERMINATION OF CHARGES PAYABLE TO THE
CITY OF TSHWANE METROPOLITAN MUNICIPALITY FOR REFUSE REMOVAL

The City of Tshwane Metropolitan Municipality hereby gives notice in terms of Section 75A(3) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended, that a resolution was passed by Council on ... 2020 that the charges payable to the Municipality for the supply of refuse removal services, approved by a Council resolution on 30 May 2019, be withdrawn and that the charges set out in the schedule below, determined in accordance with Section 75A(1) of the Local Government: Municipal Systems Act, 2000, take effect from 1 July 2020.

NOTICE ... of 2020
DATE

MAVELA DLAMINI
ACTING CITY MANAGER

REFUSE SERVICES

SCHEDULE

TARIFFS FOR REFUSE REMOVAL SERVICES

The City of Tshwane Metropolitan Municipality reserves the right to determine the type of service, the minimum number of containers and the frequency of services. Only the City or its authorised agent may service or remove containers that are owned by the City.

The service per residential area or user for the removal of refuse will be determined by the City Manager.

Smallholdings that are not serviced by the City may dispose of their refuse free of charge at landfills to a maximum of 1 000 kg per month.

A daily service is compulsory for each and every business that generates food residue, in accordance with provisions of the National Health Act, 2003 (Act 61 of 2003), the Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act 54 of 1972) and the Regulations Governing General Hygiene Requirements for Food Premises and the Transport of Food.

Only containers provided by the City of Tshwane and marked as such will be serviced by the City or its authorised agent.

Consumers must pay the applicable tariff per container at the premises, irrespective of the number of containers put out for removal.

Damaged containers (including those damaged by the collection vehicles of the City, but excluding those damaged by fire or excessive heat or negligence by the user) may be exchanged by the City at no cost.

The replacement cost of a waste container shall be charged at the same price as the contract price of the City.

All vehicles of the City of Tshwane that enter and dispose of refuse at a landfill will be charged the applicable tariff.

All households with properties with a value of R150 000 and less are exempted from paying for refuse removal.

Applications for waste transportation permits will be charged a once-off administrative fee as indicated in Table G.

**REFUSE SERVICES
SCHEDULE
REFUSE REMOVAL SERVICES TARIFF**

A. REMOVAL OF DOMESTIC AND BUSINESS REFUSE

	With effect from 1 July 2020 until 30 June 2021
	Per month R
Weekly service charge	
85 ℓ x 1 day per week (black bin)	107.19
85 ℓ x 2 days per week (black bin)	214.38
140 ℓ x 1 day per week	176.50
240 ℓ x 1 day per week (black bin)	302.61
1 100 ℓ x 1 day per week	1,387.15
Daily service	
240 ℓ x 5 days per week (green bin)	1,513.04
240 ℓ x 6 days per week (green bin)	1,815.65
240 ℓ x 7 days per week (green bin)	2,118.26
1 100 ℓ x 5 days per week	6,935.76
1 100 ℓ x 6 days per week	8,322.91
1 100 ℓ x 7 days per week	9,710.06

B. REMOVAL OF REFUSE IN BULK CONTAINERS (containers other than 85 ℓ, 240 ℓ and 1 100 ℓ)

	With effect from 1 July 2020 until 30 June 2021
	Per month R
The service tariff is per container per lift and on a call-for-service basis.	
Tariff per cubic metre	315.35
4 m³ (± 2 ton): May be used for sand, building rubble, and garden and domestic refuse	1,261.35
6 m³ : May be used for sand, building rubble, and garden and domestic refuse	1,892.05
11 m³ : May be used for garden refuse, paper and cardboard (no building rubble or logs)	3,468.78
12 m³ : May be used for sand, building rubble, and garden and domestic refuse	3,784.11
20m³ : May be used for sand, tyres, garden and domestic refuse, and industrial refuse	6,306.86
30 m³ : May be used for tyres	9,460.29
All domestic or business refuse that is compacted on-site with a static compactor or equivalent (per compacted m ³)	630.18

The service tariff is per container per lift, whether it is full or not. Containers must be available for removal within ten working days.

This service is operated on a call-for-service basis. If a regular service is preferred, the container will be serviced whether it is full or not, and the full tariff for the applicable container will apply.

If workers of the City must put refuse in the containers, a 100% surcharge is applicable.

If the container is not accessible to lift and the vehicle has to return, a surcharge of 100% is payable.

C. GARDEN REFUSE TRANSFER STATIONS (BULK CONTAINERS IN USE)

	With effect from 1 July 2020 until 30 June 2021
	R
Private individuals may dispose of garden waste at garden waste sites as follows:	
· Vehicles with a payload (carrying capacity) of up to 1 ton: * LDVs (bakkies) * Vehicle trailers – ½ ton, ¾ ton and luggage trailers (eg Venter trailers) * LDVs with luggage trailers as indicated above	Free of charge
· Light commercial vehicles and trailers with a payload of more than 1 ton but less than 1,3 tons: * Hyundai H100 bakkie * Kia K2700 and K2500 bakkies	268.86
· Vehicles with a payload of more than 1,3 tons	704.18

All transactions are on a monthly account basis. No cash transactions are allowed at the landfill sites.

Domestic refuse, business refuse, hazardous waste (for example oil, fluorescent tubes, medical waste, etc), building rubble, steel, timber rests, soil, pebbles, rocks, and logs from tree-felling activities may not be disposed of at garden refuse sites.

D. DUMPING OF REFUSE AT WASTE DISPOSAL SITES

	With effect from 1 July 2019 until 30 June 2020
	R
Garden refuse	
At special designated sites	Free of charge
At general waste disposal sites (vehicles with a payload of more than 1,3 tons)	704.19
Building rubble	
At special designated sites	Free of charge
At general waste disposal sites (vehicles with a payload of more than 1,3 tons)	0.23 per kg
Domestic waste	
At general waste disposal sites (vehicles with a payload of more than 1,3 tons)	0.23 per kg

(Note: The factor to convert ton to cubic metre is 2,2)

- 1 Refuse disposed at a landfill site
 - 1.1 All landfill sites:
 - Per kg as indicated on the tare weight information of the vehicle or as weighed.
(Also refer to Garden Refuse Transfer Stations [Bulk Containers in Use])
 - 1.2 All transactions are on a monthly account basis.
No cash transactions are allowed.
- 2 Cover material
If, in the opinion of the City Manager or his/her delegate, the materials are suitable and required for covering purposes.
- 3 Compacted refuse
A surcharge of 100% will be levied on all vehicles that enter the landfill site with compacted refuse according to the tare weight information on the vehicle, if it is not weighed.

E. DISPOSAL OF LARGE WASTE UNITS, for example furniture, electronic gadgets, refrigerators, etc

	With effect from 1 July 2020 until 30 June 2021
	R
Large waste units will be disposed of at designated collection spaces at waste transfer stations, garden refuse sites and waste disposal sites.	Free of charge

F. CLEANING OF ILLEGAL DUMPING

	With effect from 1 July 2020 until 30 June 2021
	R
Loading and removal of illegally dumped refuse and rubble	7,041.88 fine and cost of removal, plus 10% of cost

G. TEMPORARY SERVICES

	With effect from 1 July 2019 until 30 June 2020
	R
1. Container rental (if removal is not required): - per 240 ℓ container per day - per 1 100 ℓ container per day Loss of container This is a cash-in-advance service.	75.52 325.71 Replacement cost of the container
2. Container rental (with removal required) (240 ℓ, 1 100 ℓ) - Delivery of container – cash in advance - Per lift – per invoice - Wash car per tank emptied - Bulk containers - 240 ℓ container – per container per wash	50% of removal tariff applicable Removal tariff as in “A” 3,001.93 Tariff as in “C” 12.46
3. Removal of refuse outside the area of jurisdiction of the City of Tshwane	Will be negotiated with the affected municipality as may be necessary
4. Application for waste transportation permit Application for a waste service provider permit will be charged at a once-off administrative fee of R1 612,50.	

Definitions

"container" means all types of container owned by the City, including 85 ℓ, 240 ℓ, 1 100 ℓ, plastic bags and bulk containers

"applicable tariff" means the rate, charge, tariff, flat rate or subsidy determined by Council

"approved" means approved by the City or its authorised agent in writing

"authorised agent" means –

- (a) any person authorised by the City to perform any act, function or duty in terms of, or to exercise any power under, these by-laws;
- (b) any person to whom the City has delegated the performance of certain rights, duties and obligations in respect of providing revenue services; and/or
- (c) any person appointed by the City in terms of a written contract as a service provider to provide revenue services to customers on its behalf, to the extent authorised in such contract

"determined" means determined by the City from time to time

"dwelling unit" means an interconnected suite of rooms, including a kitchen or scullery, designed for occupation by a single family, irrespective of whether the dwelling unit is a single building or forms part of a building that contains two or more dwelling units

"emergency situation" means any situation that, if allowed to continue, poses a risk or potential risk to the financial viability or sustainability of the City or a specific municipal service

"gated community" means established residential areas changed to security areas by selective closure of existing streets

"household" means a traditional family unit consisting of a maximum of five persons (being a combination of two persons over the age of 18 and three persons of 18 years or younger)

"low-cost housing" means the erection of residential dwellings that have been financed exclusively by means of the R15 000 subsidy package in terms of the National Housing Subsidy Scheme

"City" means –

- (a) the City of Tshwane Metropolitan Municipality or its successors-in-title; or
- (b) the Municipal Manager of the City of Tshwane Metropolitan Municipality in respect of the performance of any action or the exercise of any right, duty, obligation or function in terms of these by-laws; or
- (c) an authorised agent of the City of Tshwane Metropolitan Municipality

"municipal council" means the municipal council as referred to in Section 157(1) of the Constitution of the Republic of South Africa, 1996

"City Manager" means the person appointed by Council as the City Manager of the City in terms of Section 82 of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) and includes any person –

- (a) who acts in such a position; and
- (b) to whom the City Manager has delegated a power, function or duty in respect of such a delegated power, function or duty

"municipal services" means, for the purposes of these by-laws, services provided by the City, including refuse removal, water supply, sanitation, electricity services and rates or any one of the above

"occupier" includes any person in actual occupation of the land or premises without regard to the title under which he/she occupies it, and, in the case of premises that are subdivided and let to lodgers or various tenants, includes the person that receives the rent payable by the lodgers or tenants, whether for his/her own account, or who acts as an agent for any person entitled thereto or interested therein

"owner" means –

- (a) the person in whom the legal title to the premises is vested from time to time;
- (b) in a case where the person in whom the legal title to premises is vested is insolvent or deceased, or is under any form of legal disability whatsoever, the person in whom the administration and control of such premises is vested as curator, trustee, executor, administrator, judicial manager, liquidator or other legal representative;
- (c) in any case where the City is unable to determine the identity of such person, a person who has a legal right in or to the benefit of the use of such premises or a building or buildings thereon;
- (d) in the case of premises for which a lease agreement of 30 years or longer has been entered into, the lessee thereof;
- (e) in relation to –
 - (i) a piece of land delineated on a sectional plan registered in terms of the Sectional Titles Act, 1986 (Act 95 of 1986), the developer or the body corporate in respect of the common property; or
 - (ii) a section as defined in such act, the person in whose name such section is registered under a sectional title deed, and this includes the lawfully appointed agent of such a person; and
- (f) a person who occupies land under a register held by a tribal authority or in accordance with a sworn affidavit made by a tribal authority

"person" means any natural person, local government body, company or close corporation incorporated under any law, a body of persons, whether incorporated or not, statutory body, public utility body, voluntary association or trust

"premises" means any piece of land, the external surface boundaries of which are delineated on –

- (a) a general plan or diagram registered in terms of the Land Survey Act, 1927 (Act 9 of 1927) or in terms of the Deeds Registries Act, 1937 (Act 47 of 1937);
- (b) a sectional plan registered in terms of the Sectional Titles Act, 1986 (Act 95 of 1986); and
- (c) a register held by a tribal authority or in accordance with a sworn affidavit made by a tribal authority

"public notice" means a publication in an appropriate medium that may include one or more of the following:

- (a) publication of a notice, in the official languages determined by Council –
 - (i) in the local newspaper or newspapers in the area of the City;
 - (ii) in the newspaper or newspapers that circulate in the area of the City and that is/are determined by the municipal Council as a newspaper or newspapers of record; or
 - (iii) by means of radio broadcasts that cover the area of the City;
- (b) display of a notice at appropriate offices and pay points of the City; or
- (c) communication with customers through public meetings and ward committee meetings

"security complexes" mean complexes planned and developed as residential areas with one or more entrances guarded by security officials on a 24-hour basis or with an electronic entrance control device

"service unit" means a container to be serviced, irrespective of the number of containers per address
Each individual container will be seen as a service unit.

Note

Tax payable in terms of the Value-added Tax Act, 1991 (Act 89 of 1991) will be levied on the above-mentioned charges.

RENDERING OF OTHER SERVICES

1. That the determination of fees payable to the City of Tshwane Metropolitan Municipality for other services, approved by the Council Resolution of 30 May 2019, be withdrawn with effect from 1 July 2020.
2. That the determination of fees as set out in Annexure H1 to H24 be determined in terms of the provision of Section 75A(1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended.
3. That the determination contemplated in Paragraph 2 take effect on 1 July 2020.
4. That notice of the withdrawal and determination be given in terms of the provisions of Section 75A(3)(a), (b) and (c) of the foregoing act.
5. That notice in terms of Paragraph 4 above be published in the relevant newspapers.

CITY OF TSHWANE METROPOLITAN MUNICIPALITY

NOTICE OF WITHDRAWAL AND DETERMINATION OF CHARGES PAYABLE TO THE CITY OF TSHWANE METROPOLITAN MUNICIPALITY FOR THE RENDERING OF OTHER SERVICES

The City of Tshwane Metropolitan Municipality hereby gives notice in terms of Section 75A(3) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended, that a resolution was passed by Council on 2020 that the charges payable to the Municipality for the rendering of the services listed below, approved by the Council Resolution of 30 May 2019, be withdrawn, and that the charges set out in the Annexure H1 to H1.24, determined in accordance with Section 75A(1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended, take effect on 1 July 2020.

Annexure H1	Tshwane Bus Services, A Re Yeng and Licencing
Annexure H2	Tshwane Market
Annexure H3	Wonderboom National Airport
Annexure H4	Emergency Management Services
Annexure H5	Furnishing of Information and Related Services
Annexure H6	Community Library and Information Services
Annexure H7	Cultural Facilities, Museums and Related Services
Annexure H8	Sport and Recreation Centres and Related Services
Annexure H9	Sport Facilities
Annexure H10	Health Care
Annexure H11	Building Plans and Related Matters
Annexure H12	Outdoor Advertising
Annexure H13	Services rendered by Agriculture and Environmental Management
Annexure H14	Cemeteries and Crematoriums
Annexure H15	Tshwane Land-use Applications
Annexure H16	Metro Police Services
Annexure H17	Roads and Stormwater
Annexure H18	Informal Trade and Micro Enterprise Development
Annexure H19	Tshwane Leadership and Management Academy
Annexure H20	Housing and Human Settlement
Annexure H21	Wayleave Fees
Annexure H22	Regional Operations and Coordination – Swimming Pools
Annexure H23	Community and Social Development Services – Crèches
Annexure H24	Properties

Notice ... of 2020
Date

MAVELA DLAMINI
ACTING CITY MANAGER

Tshwane Bus Services and A Re Yeng bus service

The City currently operates an automated fare collection (AFC) system which allows for cashless fare revenue collection and seamless integration and transfers between Tshwane Bus Services (TBS) and the A Re Yeng bus service.

The department proposes to increase the fares by an average percentage of 28% for the 2020/21 financial year (between R1,00 to R15,00 per fare band). This increase will enable the department to cover a portion of its operational cost for both services (A Re Yeng services of the Integrated Rapid Public Transport Network Division and TBS under the Roads and Transport Department).

Due to a number of complaints and challenges with regard to the number of selling points, the department proposes that the merchant or vendor commission rate be increased from 0,66% (including VAT) to between 5% and 7% (including VAT) in order to incentivise approved merchants to sell AFC products to commuters (see Section 3.2). The 5% to 7% commission range will be determined based on the need for a merchant in a particular area and the number of commuters that are expected to use the particular merchant for purchasing AFC products.

TBS Special Hire

The department proposes to increase fares by an average percentage of 5,7% for the 2020/21 financial year (rounded-up figures from the proposed 5,5%).

The overnight allowance, in line with City's daily allowance on travel and subsistence, is currently R435.

Licencing

The proposed 2020/21 tariffs are rounded up.

TSHWANE BUS SERVICES AND A RE YENG**1. Automated fare collection (AFC) single fares based on distances travelled****Table 1**

Fare band	Distance band or range covered	Increment distance (km)	With effect from 1 July 2020 to 30 June 2021	
			AFC fare for single trip for EMV cash value	AFC fare for single trip for TSV points
			R	Points
	km			
Fare Band 1	0 to 3	3	9.00	9.00
Fare Band 2	3 to 8	5	10.50	10.50
Fare Band 3	8 to 14	6	12.50	12.50
Fare Band 4	14 to 21	7	16.50	16.50
Fare Band 5	21 to 29	8	18.50	18.50
Fare Band 6	29 to 38	9	21.50	21.50
Fare Band 7	38 to 48	10	23.50	23.50
Fare Band 8	48 to 59	11	36.50	36.50
Fare Band 9	59 to 71	12	38.50	38.50

Conditions and notes

The above-mentioned single trip fares exclude any of the discounts and concessions listed below.

•	The distance band represents a straight-line distance as the crow flies.
•	The maximum fare that will be charged is R38,50 (or 38,50 TSV points) up to a distance of 71 km, and the minimum fare is R9,00 (or 9,0 TSV points), subject to discounts and concessions.
•	The fare values apply to all Tshwane Bus Services and A Re Yeng routes, and they apply irrespective of whether a connecting transfer between feeder and trunk routes takes place.
•	For a connecting journey (transfer) from one route to another, a set time window of 45 minutes will apply, that is, the duration between the tap-out time of the first leg of the journey and the tap-in time of the second leg. This applies for any transfers between A Re Yeng and Tshwane Bus Services.
•	If the transfer period is longer than the window of 45 minutes, the next leg will be charged as if it is a new trip.
•	Trips can only be undertaken by means of an EMV card.

2. Discounts for single fares based on distances travelled

•	The City reserves the right to discount fares for up to 100% on any trips made during a promotional period as part of a promotional campaign to be approved by the City Manager.
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3. Frequent traveller discounts based on TSV top-up points

•	The system provides for a number of travel points to be awarded when a certain amount is loaded (deposited) onto the EMV card by the commuter.
•	The higher the amount loaded, the more discount is awarded by means of more travel points that are loaded onto the card.
•	Once a number of points are loaded on the card, each TSV point will represent R1 of the fare value for a trip as shown in Table 1 above.
•	The number of travel points for the various top-up values are shown in Table 2 below and are retained for a period of three years from the date of purchase.
•	Commuters will be allowed to load points from a minimum of 20 points for R20,00 to a maximum of 640 points for R500,00. All top-up amounts of R60,00 and less will not attract any discount. For top-ups from R80,00 and above, the following discounts will apply:

Table 2

- 3.1 Connector packages that are sold through A Re Yeng stations and customer care centres, Tshwane Bus Services selling points, Absa cash-accepting ATMs, AFC mobile kiosks and other approved selected selling points:

Connector package	Price	TSV points awarded	Discount percentage
	R		
Connector 20	20.00	20	0%
Connector 60	60.00	60	0%
Connector 80	80.00	96	17%
Connector 100	100.00	122	18%
Connector 150	150.00	185	19%
Connector 200	200.00	250	20%
Connector 350	350.00	445	21%
Connector 500	500.00	640	22%

- 3.2 Connector packages that are sold through AFC-approved vendors:

Connector package	Price	TSV points awarded	Discount percentage	Commission deducted on successful sale	Commission per Connector package
	R				
Connector 20	20.00	20	0	5 to 7	1.00 to 1.40
Connector 60	60.00	60	0	5 to 7	3.00 to 4.20
Connector 80	80.00	96	17	5 to 7	4.00 to 5.60
Connector 100	100.00	122	18	5 to 7	5.00 to 7.00
Connector 150	150.00	185	19	5 to 7	7.50 to 10.50
Connector 200	200.00	250	20	5 to 7	10.00 to 14.00
Connector 350	350.00	445	21	5 to 7	17.50 to 24.50
Connector 500	500.00	640	22	5 to 7	25.00 to 35.00

Conditions and notes

The above-mentioned commission shall be subject to the following conditions:

•	The commission is subject to the City's AFC contractor or subcontractor entering into an agreement with an individual, company, franchisee or any form of retail or business establishment.
•	The 5% to 7% commission range will be determined based on the need for a merchant in a particular area and the number of commuters expected to use the merchant for purchasing AFC products.
•	The commission will be borne through the sales of fare products. The processing, recording and payment of the commission shall be processed by the AFC contractor, and the balance shall be paid to the City. The balance shall constitute the selling price of the product less any commission due or payable to the AFC vendor. The portion of the commission paid to merchants will be allocated to each service proportionally (A Re Yeng, Tshwane Bus Services or any other contracted services), based on a prior agreement entered into with the particular service.
•	Any reconciliation and other related documents regarding the accounting and management of the AFC vendors shall be subject to the City's perusal of a written request.
•	The City reserves the right to revise the commission rate at any time. The revised rate shall be communicated to the AFC contractor in writing and shall take effect within 90 days.
•	No commission shall be paid to any vendor for any EMV value loaded onto a card.

4. Concession fares and types

(i)	Scholars: This concession is for passengers who have applied to the City for this concession and qualify in terms of the following requirements: A person who is in full-time education with a maximum age of 19 years (up to matriculation: Grade 12). The passenger will be granted a scholar concession card that is valid for 12 months. This concession excludes students at tertiary institutions.
(ii)	People living with disabilities: This concession is for passengers living with disabilities who have applied to the City for this concession, who qualify in terms of the criteria set on the applicable form, and who have submitted all the relevant documents. The passenger will be granted a concession card for people living with disabilities that is valid for 12 months.
(iii)	Pensioners: This concession is for passengers who have applied to the City for a concession for the elderly and are 60 years or older. The passenger will be granted a concession card for the elderly which is valid for 12 months.
(iv)	The following valid documentation will be required for concessions: <ul style="list-style-type: none">• Valid South African identification document, driving licence or passport• Abridged birth certificate for children• Any other document required as detailed in the applicable form for a particular concession
(v)	Passengers who qualify for concession cards must renew their card once a year for it to remain valid. Cards will be personalised with a picture of the passenger in order to minimise misuse. The City reserves the right to confiscate any concession card without a picture or to act against any misuse of cards.

Table 3

Concession type	Concession allowed
Infants younger than 3 years	Free, provided that the infant is guided by a paying adult and does not take up a separate seat.
Scholars	A flat fare of R9,00 or 9.0 TSV points for a single trip undertaken on any day and at any time of day.
People with disabilities	A flat fare of R10,50 or 10,5 TSV points for a single trip undertaken on any day and at any time of day.
Pensioners between 60 and 65	25% discount of the normal fare in accordance with Table 1 above, with trip starting times only during off-peak hours (any time other than from 06:00 to 08:00 and 15:30 to 17:00 from Mondays to Fridays). Normal fares will be charged when travelling during peak hours.
Pensioners over the age of 65	Free, with trip starting times only during off-peak hours as above. Normal fares will be charged when travelling during peak hours.

5. Penalties and other charges

Table 4

Type or fare rule	Charge, penalty or rule
Cost of EMV card (new and replacement EMV card)	R45,00, applicable any day and any time of the day.
Cost of new concession card	R45,00 for the first issue, with 30 free TSV points loaded.
Cost of replacement concession card	R45,00 for a replacement card.
Value loaded at purchase of first new card, provided that the cardholder registers their details	45 free TSV points value loaded on card, on condition that the cardholder is registered. No additional free TSV points will be loaded once the commuter has registered on the system, including when the commuter purchases a new or replacement card.
Cost of EMV card issued to approved delegated City staff and service providers	Free, for first issue and R100,00 for any replacement card payable at any City revenue office and identified customer care centres.
Minimum fare	The minimum fare charged in accordance with Table 1 above, excluding concession rates charged at a flat rate.
Maximum fare	The maximum fare charged in accordance with Table 1 above, excluding concession rates charged at a flat rate.
Penalty fare	The maximum fare charged in accordance with Table 1 above for any fare evasion transgression less the base fare already charged.
Fare evasion penalty	The fee charged through fare evasion inspection and limited to the maximum penalty allowed in the applicable by-laws.
Base fare	The fare charged on entry to the paid area of the A Re Yeng system, limited to the minimum fare on the system.
Loading fee	A fee charged to commuters by the contracted banking partner at R1,50 for any EMV load value up to and including R60,00, 2,5% at ATMs and A Re Yeng or Tshwane Bus Services selling points of loading amounts of more than R60,00, and 3,5% at third-party merchants.

6. Fare rules and other applicable conditions

•	Passengers are not allowed to use A Re Yeng and Tshwane Bus Services without an EMV card.
•	If a passenger does not have an EMV card, the passenger will not be allowed to board the bus or enter the paid area, and no other standalone single trip tickets will be made available.
•	Passengers are allowed to make a connection trip without any extra charge for the connection (transfer), subject to the passenger not exceeding the defined time window to complete the transfer (tap-out from first leg to tap-in on second leg). The fare will be calculated for the total trip distance with one access fee.
•	If a person takes a return or connection trip within the allowed time window and ends the trip at a station closer than 300 m to the starting point of the first trip, it will not be counted as a connecting trip and the standard single fare will apply for each trip.
•	If a person illegally either taps in or out further than 0,5 km from a recognised station or stop on a route, the maximum fare will be charged for a single trip, or, alternatively, the system will assume that either the previous stop or the next stop is the legitimate stop for late or early tap-in or tap-out, respectively.
•	If a person does not tap in or out at all, a penalty fare will be charged for a single trip the next time they tap.
•	In the event that A Re Yeng or Tshwane Bus Services cannot stop at the designated station or stop, the distance will be calculated to the nearest station or stop.
•	Illegal use and misuse of EMV cards will result in cards being confiscated and/or hotlisted or blocked from use on the A Re Yeng or Tshwane Bus Services system.
•	EMV cards will expire on the date imprinted on the card, subject to the terms and conditions supplied with the EMV card at purchase and activation. Any replacement fee for expired cards will be borne by the cardholders themselves.
•	There will be no charge for luggage. The City reserves the right to refuse entry for excessive luggage that hampers operations and affects other passengers.

SPECIAL HIRE TARIFF (only applicable to Tshwane Bus Services)		With effect from 1 July 2020 to 30 June 2021
		R
SPECIAL HIRE TARIFF (EXTERNAL HIRE): PUBLIC INDIVIDUALS, PRIVATE COMPANIES, RELIGIOUS ORGANISATIONS AND NON-GOVERNMENTAL ORGANISATIONS		
SINGLE-DECKER BUS (excluding driver costs)	per km	16.00
OPEN-TOP BUS AND DOUBLE-DECKER BUS (excluding driver costs, for local schools during the week only)	per km	19.10
SPECIAL HIRE TARIFF: INTERNAL SERVICES (departmental service within the City of Tshwane)		
SINGLE-DECKER BUS (excluding driver costs)	per km	16.40
OPEN-TOP BUS (excluding driver costs)	per km	19.70
DRIVER COSTS		
Labour cost: Monday to Saturday (normal hours)	per hour	154.20
Labour cost: Sunday	per hour	205.60
Overnight allowance	per night	435.00

Notes:

- * Value-added tax (VAT) is not charged on public transport.
- * Special hire services will not be calculated by AFC solution, as they are not scheduled services.

Conditions for special hires that require the bus driver to stay or drive overnight:

- * An overnight allowance is to be included in the service charge.
- * Proper accommodation for the driver is to be arranged.

SERVICES RENDERED BY THE LICENCING SERVICES DIVISION

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Administrative fee for a scheduled appointment on a Saturday for the renewal of a driving licence card.	340.00

Tshwane Fresh Produce Market

1. Caddy bib fee

i) First issue of caddy bib

A new fee has been introduced to recover the cost of issuing bibs to caddies.

ii) Reissue of caddy bib

A new fee has been introduced to recover the cost of reissuing bibs to caddies.

2. Buyer tag fee

i) First issue of buyer tag

The tariff has been adjusted to be in line with the supplier's price.

ii) Reissue of buyer tag

The tariff has been adjusted to be in line with the supplier's price.

Tshwane Fresh Produce Market

Service	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1. Ripening fee Ripening fee for bananas, per pallet or part of pallet, per day or part of a day	18.00
2. Cold room fee	
(i) Cold room fee for fresh produce (excluding bananas per pallet or part of pallet, per day)	12.00
(ii) Cold room fee for non-palletised fresh produce or other articles, per m ³ or part of it, per day or part of a day	12.00
3. Computer service fee	0.35
4. Trolley fee	
(i) Handcart rental (per day or part of a day)	8.00
(ii) Trolley rental (per day or part of a day)	16.00
(iii) Trolley rental per month	255.50
(iv) Handcart deposit (refundable and payable in conjunction with fee in (i))	53.00
5. Buyer tag fee	
(i) First issue of buyer tag Tag fee	20.00
(ii) Reissue of buyer tag Tag fee	20.00
Reissue fee	40.00
6. Caddy bib fee	
(i) First issue of caddy bib Bib fee	90.00
(ii) Reissue of caddy bib Bib fee	90.00
Reissue fee	40.00

Wonderboom National Airport

The guideline of 5,5% has been applied. Tariffs for special events held at the airport during operational hours have been added. Events were done at no cost or per service-level agreement, which is dependent on the official Citywide events programme. The airport will benefit and increase its income in this regard.

Permit fees will remain in accordance with the City's approved tariffs.

The aviation fuel throughput fee has been added to the tariff schedule, as the City is in the process of possibly implementing the model before or within the 2020/21 financial year. The tariff is undetermined but needs to be provided for within the approval process for the City's tariffs.

Wonderboom National Airport**Landing fees per single landing: DOMESTIC**

Maximum aircraft mass Kilogram	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1 to 500	60.00
501 to 1 000	92.00
1 001 to 1 500	118.00
1 501 to 2 000	141.00
2 001 to 2 500	166.00
2 501 to 3 000	196.00
3 001 to 4 000	266.00
4 001 to 5 000	338.00
5 001 to 6 000	417.00
6 001 to 7 000	493.00
7 001 to 8 000	568.00
8 001 to 9 000	649.00
9 001 to 10 000	731.00
Thereafter for any additional 2 000 kg or part thereof	130.00

Passenger fees per passenger

Domestic	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Service charge per passenger who will disembark from the aircraft at an airport in the Republic of South Africa	56.00
Service charge per passenger who will disembark from the aircraft at an airport in Botswana, Namibia or Swaziland	115.00
Service charge per passenger who will disembark from the aircraft at an airport in any state or territory other than those mentioned in Paragraphs 1 and 2	151.00

Approach fees per single approach

Maximum aircraft mass Kilogram	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1 to 2 000	67.00
2 001 to 5 700	67.00
5 701 to 6 000	67.00
6 001 to 7 000	190.00
7 001 to 8 000	253.00
8 001 to 9 000	296.00
9 001 to 10 000	321.00
10 001 to 11 000	411.00
11 001 to 12 000	449.00
12 001 to 13 000	487.00
13 001 to 14 000	513.00
14 001 to 15 000	541.00
15 001 to 16 000	569.00
16 001 to 17 000	596.00
17 001 to 18 000	621.00
18 001 to 19 000	643.00
19 001 to 20 000	667.00
20 001 to 30 000	842.00
30 001 to 40 000	997.00
40 001 to 50 000	1,131.00
50 001 to 60 000	1,251.00
60 001 to 70 000	1,357.00
70 001 to 80 000	1,456.00
80 001 to 90 000	1,549.00
90 001 to 100 000	1,636.00
100 001 to 110 000	1,721.00
110 001 to 120 000	1,807.00
120 001 to 130 000	1,894.00
130 001 to 140 000	1,980.00
140 001 to 150 000	2,066.00

Charge per single aircraft parking (between 19:00 and 07:00 the following day)

Maximum aircraft mass Kilogram	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1 to 2 000	49.00
2 001 to 3 000	94.00
3 001 to 4 000	138.00
4 001 to 5 000	183.00
5 001 to 10 000	277.00
10 001 to 15 000	358.00
15 001 to 20 000	454.00
20 001 to 25 000	535.00
25 001 to 50 000	716.00
50 001 to 75 000	876.00
75 001 to 100 000	1,041.00
100 001 to 125 000	1,205.00
125 001 to 150 000	1,370.00

Training fees per single landing

Maximum aircraft mass Kilogram	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1 to 500	28.00
501 to 1 000	28.00
1 001 to 1 500	28.00
1 501 to 2 000	28.00
2 001 to 2 500	30.00
2 501 to 3 000	35.00
3 001 to 4 000	48.00
4 001 to 5 000	60.00
5 001 to 6 000	73.00
6 001 to 7 000	87.00
7 001 to 8 000	101.00
8 001 to 9 000	115.00
9 001 to 10 000	128.00
Per 2 000 kg	23.00

Training fees per single approach

Maximum aircraft mass Kilogram	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1 to 2 000	28.00
2 001 to 5 700	28.00
5 701 to 6 000	28.00
6 001 to 7 000	38.00
7 001 to 8 000	52.00
8 001 to 9 000	60.00
9 001 to 10 000	65.00
10 001 to 11 000	83.00
11 001 to 12 000	90.00
12 001 to 13 000	99.00
13 001 to 14 000	104.00
14 001 to 15 000	108.00
15 001 to 16 000	115.00
16 001 to 17 000	120.00
17 001 to 18 000	125.00
18 001 to 19 000	130.00
19 001 to 20 000	134.00
20 001 to 30 000	169.00
30 001 to 40 000	201.00
40 001 to 50 000	227.00
50 001 to 60 000	252.00
60 001 to 70 000	273.00
70 001 to 80 000	292.00
80 001 to 90 000	311.00

Entrance security permits (according to CAA and NASP specifications)

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Lost security access permit	358.00
New security access permit, including airside induction	264.00
Renewal of security access permit	143.00
Temporary security access permit, including airside induction	158.00
Airside induction cost per person – new permit	86.00
Temporary visitor's day permit	30.00
Aviation safety orientation course per person	358.00

Special events held at the airport during operational hours

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Administration cost per hour	1,191.00
Security service cost per hour (as required)	215.00
Emergency services cost per hour (as required)	459.00
Film shoot	11,130.00
Photo shoot	5,565.20
Music video	5,565.20
Documentary	5,565.20
Launch on apron, taxiway and/or runway	27,825.00
All tariffs double after hours (after 16:00 on weekdays and over weekends)	

Vehicle permit (according to CAA and NASP specifications)

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Specialised vehicle security permit: Restricted airside area per annum	846.00
Maintenance area: Private vehicle per annum	424.00

Vehicle parking fees

	With effect from 1 July 2020 to 30 June 2021
Undercover parking	
0 to 30 minutes	Free
30 minutes to 1 hour	6.00
1 to 2 hours	14.00
2 to 4 hours	19.00
4 to 6 hours	25.00
6 to 8 hours	33.00
8 to 10 hours	38.00
10 to 12 hours	45.00
12 to 14 hours	50.00
14 to 24 hours	76.00
For each additional day	76.00
Lost ticket	477.00

Advertisements*

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Baggage trolley: Per trolley	112.00
Board along Lintveld Road, from Airport Road leading to the airport	891.00
Board at covered parking: Per side	1,133.00
Board at departure hall (perspex)	1,133.00
Light box in terminal building (to specifications)	1,133.00
Light box at restaurant lounge front	167.00
Permanent light box above main entrance	668.00
Sticker-type advertisements: Terminal building front	558.00
Block-frame advertising (A3)	56.00
Block-frame advertising (A0)	112.00
Security trays (as prescribed specifications)	56.00
Parking booms (lightweight only)	222.00
Digital advertisement on City of Tshwane fitted screen per 30 seconds	555.00

* Tariffs payable per month

Miscellaneous

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Interest on overdue accounts to be charged according to Council resolution at 10,25% per annum	
Furnishing of information: Photocopies of accounts charged, per copy	9.50
Security camera replay charged, per hour	147.00
Bowzer refuelling levy fees charged, per transaction	56.00
After-hour service fee for fuelling charged, per hour	183.00
Ground frequency charged at 20% of landing fee	
Aviation fuel (Jet A1 and AVGAS) throughput fee	0.10

Apron services

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Pushback (tug) – per single aircraft pushback – luggage trolleys – minimum of four per flight. The fee includes trolleys, towing tractor to and from the aircraft, as well as cones.	1,479.00
Towable luggage trolleys (usage per single towable trolley between the terminal building and the aircraft, or between the aircraft and the terminal building)	102.00
Use of toilet cleaning trailer – usage per aircraft	510.00
Use of potable water trailer – usage per aircraft	510.00

Emergency Services Department

Extract from the Fire Brigade Services Act, 1987 (Act 99 of 1987)

"10 Fees -

- (1) A controlling authority may, subject to any condition contemplated in Section 11 (2) (a), determine the fees payable by a person on whose behalf the services of the controlling authority is applied -
 - (a) for the attendance of the service;
 - (b) for the use of the service and equipment; or
 - (c) for any material consumed.
- (2) A person on whose behalf, in the opinion of the Chief Fire Officer concerned, a service of a controlling authority has been employed, may in writing be assessed by the Chief Fire Officer for the payment of the fees referred to in subsection (1) or any portion thereof.
- (3) Any person who feels aggrieved by an assessment contemplated in subsection (2) may within 14 days after receipt of that assessment object in writing against that assessment as such or the amount thereof to the controlling authority concerned.
- (4) As soon as an objection contemplated in subsection (3) is received the Chief Executive Officer of the controlling authority concerned shall without delay obtain written comment thereon from the Chief Fire Officer and submit it together with the objection to the controlling authority, which may confirm, alter or revoke the assessment.
- (5) A certificate purporting to be signed by a Chief Fire Officer and in which it is certified that the assessment specified therein was made under subsection (2), shall on production thereof in a court of law be prima facie proof of the amount payable by the person mentioned therein."

Fire and rescue operations, business operations and emergency medical operations

All tariffs for fire and rescue operations, business operations and emergency medical operations will remain unchanged, as the unit costs for unchanged services are still market-related and do not need upward adjustment in terms of the CPI for the 2020/21 financial year.

General

Registered and tax-compliant social sector non-profit organisations (NPOs) may apply in writing to the Chief of Emergency Services for certain levels of exemption from the payment of certain fees.

These exemptions are limited to exemption from payment of fees for basic fire aid and basic firefighting courses, exemption from payment of standby emergency medical services for one ambulance for the first four hours of such service (only if available) at a charity event of a registered NPO, and a maximum 10% discount on the fees applicable to a certificate of fire safety fitness.

Any application for exemption must be accompanied by proof of applicable registration and proof of tax compliance from the South African Revenue Service.

Emergency Services Department**Fire and Rescue Operations Division****Tariffs for fire and rescue services****Utilisation of vehicles**

Type of vehicle	With effect from 1 July 2020 to 30 June 2021	
	Call-out cost	Utilisation cost per vehicle per hour or part hereof
	Total (VAT included) R	Total (VAT included) R
Engine pumper	636.00	1,895.00
Aerial apparatus	636.00	1,935.00
Hazmat vehicle	636.00	1,445.00
Tanker pumper	636.00	1,890.00
Bush pumper	636.00	900.00

Utilisation of emergency helicopter service

Description	With effect from 1 July 2020 to 30 June 2021
	Utilisation cost per hour or part hereof
	Total (VAT included) R
Aerial firefighting and/or rescue service	50,000.00

Materials

Description of materials	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
DCP: 4,5 kg (contents only)	181.00
DCP: 9 kg (contents only)	350.00
CO ₂ : 2,5 kg (contents only)	100.00
CO ₂ : 5 kg (contents only)	200.00
Firefighting foam (per litre)	78.00
Flamezorb (25 ℓ bag)	135.00

Note:

- 1 The call-out cost is calculated from the time of arrival to the time of departure.
- 2 The utilisation cost is calculated from time of work to time of make-up.
- 3 Utilisation cost includes the cost of personnel and equipment.

Exclusions

Fees are applicable to all City, provincial and national departments, excluding the Office of the President, or upon written application and motivation to the Chief of Emergency Services.

Other exclusions include the following:

- (a) Humanitarian services, including urban search and rescue
- (b) False alarm with good intent

- (c) Services rendered due to civil commotion, riot or natural disaster
- (d) A service rendered in terms of a mutual aid agreement under Section 12 of the Fire Brigade Services Act, 1987 (Act 99 of 1987) which explicitly provides for waiving the fees payable in such an agreement.

The categories below are exempted, provided that written submission with proof is made to the Chief of Emergency Services in terms of Section 10(3) of the Fire Brigade Services Act, 1987:

- (e) Satisfactory proof that a vehicle was stolen and not recovered at the time of the incident
- (f) Pensioners
- (g) Deceased pedestrians

Any other person who is not covered by any of the exemptions or exclusions and who may be aggrieved by the fees payable must, in terms of Section 10(3) of the Fire Brigade Services Act, 1987, direct a written motivation to the City Manager (for the attention of the Chief of Emergency Services) which requests a reassessment of the fees payable, within 14 days of receiving such an account.

Tariffs for standby service at events

(The City may withdraw such equipment at any time should the City need it elsewhere.)

Utilisation of vehicles

Type of vehicle		With effect from 1 July 2020 to 30 June 2021
		Standby or utilisation cost per vehicle per hour or part hereof
		Total (VAT included) R
Engine pumper		2,711.00
Aerial apparatus		3,392.00
Hazmat vehicle		2,305.00
Tanker pumper		2,711.00
Bush pumper		1,625.00

Note:

1. The time is calculated from arrival to departure.
2. Utilisation cost includes the cost of personnel and equipment.
3. A single tariff per vehicle per hour is charged.
4. For all standby services and events, a full tariff for all the vehicles on standby will be issued for the total hours on

Exclusions

Fees are applicable to all City, provincial and national departments, excluding the Office of the President, or upon written application and motivation to the Chief of Emergency Services.

Business Operations Division

Tariffs for built environment design, urban development and registration, fire prevention risk control and events

Description of service	With effect from 1 July 2020 to 30 June 2021	
	Total (VAT included) R	
Emergency planning: Built environment response design		
Fire water reticulation tests at street hydrants, per hydrant		330.00
Emergency planning: Urban development and registration		
Issuing of a certificate of fitness for a public building		840.00
Plan approval for fire protection plans, including a fire installation drawing or smoke ventilation plan	Per m ² or part thereof	5.00
	With a minimum fee per building plan submitted and a maximum fee of	245.00
		42,492.00
Plan approval for tenant layouts, amendments or deviations	Per floor or per tenant	415.00
Plan approval for site development, including amendments (SDP)	Per submission	415.00
Plan approval for hazardous substances, including amendments or deviations	Per submission	415.00
Rational design for a thatched roof or lapa at a residential stand or erf	Per submission	495.00
Plans for temporary structures at events, including the rational design thereof		495.00
Rational designs		1,075.00
For a final reinspection due to defective work or any negligence on the part of the applicant, or if it is found that the building work is not ready for the first final inspection after such an inspection has been requested: In respect of each reinspection		840.00
Application for fireworks display or discharge		495.00
Inspection of bulk depots and issuing of registration certificates		2,885.00
Inspection of spray booths and issuing of spray permits as well as inspection of storage, handling and use of hazardous substances, and the issuing of registration certificates		840.00
Inspection of dangerous goods vehicles and issuing of transport permits		840.00
Release of emergency incident information as contemplated in Section 2 of the Fire Brigade Services By-law		330.00
Temporary registration of hazardous substances installation for special		65.00
Restoration of lapsed annual hazardous substance certificates		415.00
General fire safety compliance letter, inspection request or fire water reticulation test result that is outside the schedule		330.00
Emergency planning: Fire prevention risk control and events safety		
Cost per officer per hour or part thereof at events for standby and inspections		330.00
Application for remotely piloted aircraft systems (drones) for commercial operations		750.00

General conditions for the payment of tariffs as set out above

1. All registration certificates and permits must be renewed annually. Excluded from this is temporary registration for special events, which is charged per day to a maximum of 15 days per year for a specific vendor. The normal registration fee of R840,00 (including VAT) will be charged should a vendor require a permit for more than 15 days per
2. (a) The tariff for premises that are liable for registration in respect of inspection of a spray booth and issuing of a spray permit as well as inspection of storage, handling and use of hazardous substances, and for the issuing of a registration certificate, will be a single fee of R840,00 (including VAT), irrespective of the combination of items, provided that such combination applies to that specific erf and is under the same control.

(b) If there are different divisions and/or affiliates within a business and/or company situated on the same premises but each division and/or affiliate is managed separately, each division and/or affiliate is liable for separate registration.
3. All monies are payable in advance.
All fees are also applicable to the City.
4. All relevant application forms are available at the Emergency Services Department (Fire Safety Section or Emergency Planning Section) or available online at www.e-tshwane.co.za. Online users must be registered to access the emergency services portal. All forms, whether manual or online, must be completed in full and, where applicable,
5. If certificates and/or spray or transport permits are refused, the applicant will be subject to an order to comply and must take remedial steps within 14 days in order for the reinspection to be free of charge and to ensure that the relevant registration certificate or permit is issued. Where an applicant fails to rectify any non-compliance within 14 days, the applicant may be subject to a final order to comply or a prohibition notice, and any inspection thereafter will be regarded as a new inspection and will be subject to the full payment of the prescribed tariffs.
6. Restoration of a lapsed certificate (if each year's certificate has not been renewed) is R415,00 (including VAT) plus the registration fee for the current year.

Emergency Services Training Academy

Description of service	Duration	With effect from 1 July 2020 to 30 June 2021
		person (VAT included) R
1. Basic firefighting information session	4 hours	340.00
2. Breathing apparatus (donning and doffing)	16 hours	2,265.00
3. Workplace firefighting and evacuation	2 days	620.00
4. Wildland firefighting	3 days	1,130.00
5. High-angle I course	5 days	2,040.00
6. High-angle II course	5 days	3,400.00
7. Motor vehicle rescue course	10 days	1,245.00
8. Pump operator course	20 days	3,400.00
9. Pump or aerial operator	20 days	3,970.00
10. Incident command course	5 days	2,270.00
11. Hazmat awareness	5 days	1,700.00
12. Hazmat operational	15 days	2,835.00
13. Further education and training certificate: Fire and rescue operations	1 year	17,910.00
14. National certificate: Fire and rescue supervisory	1 year	10,200.00
15. Assessor course	5 days	3,970.00
16. Moderator course	5 days	3,400.00
17. Facilitator course	5 days	5,100.00
18. HIV/AIDS	3 days	2,835.00
19. Basic firefighting	2 days	740.00
20. First aid Level 3	5 days	1,130.00
21. First aid Level 1	3 days	910.00
22. Duplication of certificates	1 copy	415.00
23. Fire courses challenges		910.00
24. Fire service instructor I	10 days	1,320.00
25. Firefighter I and II course	40 days	9,500.00
26. Firefighter I	30 days	6,500.00
27. Firefighter II course	10 days	5,400.00
28. Firefighter II challenge (per subject)	1 day	650.00
29. Hazmat awareness challenge	1 day	750.00
30. Hazmat operations challenge	1 day	750.00
31. Structural collapse (rescue technician component)	10 days	11,500.00
32. Confined space (rescue technician component)	10 days	11,500.00
33. Swift water (rescue technician component)	10 days	11,500.00
34. Swift water rescue course	10 days	6,500.00
35. Trench rescue (rescue technician component)	10 days	11,500.00
36. Trench collapse course	10 days	6,500.00
37. Rewrite cost per paper	4 hours	150.00
38. Fire extinguisher course: 1 day	1 day	650.00
39. Fire extinguisher course: 2 days	2 days	730.00
40. Fire marshal or evacuation	1 day	650.00
41. First aid refresher course	1 day	500.00
42. Self-contained breathing apparatus course	2 days	5,500.00
43. Safety, health and environment representative activity course	2 days	2,500.00
44. Safety for supervisors course	3 days	2,650.00
45. Hazard identification and risk assessment (HIRA) course	2 days	2,100.00
46. Emergency evacuation	2 days	2,200.00

Note: Training cost includes the following:

1. Practical training
2. Cost of training and training materials
3. All relevant application forms are available at the Emergency Services Department (Fire Safety Section or Emergency Planning Section) or available online at www.e-tshwane.co.za. Online users must be registered to access the emergency services portal. All forms, whether manual or online, must be completed in full and, where applicable,

Exclusions

Fees are applicable to all City, provincial and national departments, excluding the Office of the President, or upon written application and motivation to the Chief of Emergency Services.

Emergency Medical Operations Division

The City of Tshwane renders an ambulance and emergency medical service as an integral part of its emergency services.

Patients without medical aid cover

Tariffs as promulgated by the Gauteng provincial government will be applied accordingly within Tshwane for patients without medical aid cover and these include a call-out fee.

Description of service		With effect from	
		1 July 2020 to 30 June 2021	Total exempted) R
H1 classification: Single income of R0 to R5 833.00 per month or combined income of R0 to R100 000 per annum			
thereof, per patient, on basic life support (BLS) level of care	Per 50 km or part thereof		53.00
H1: Ambulance transport per 50 km or part thereof, per patient, on intermediate life support (ILS) level of care	Per 50 km or part thereof		74.00
H1: Ambulance transport per 50 km or part thereof, per patient, on advanced life support (ALS) level of care	Per 50 km or part thereof		121.00
H2 classification: Single income of R5 834.00 to R20 833.00 per month or combined income of between R100 000 and R350 000 per annum			
H2: Ambulance transport per 50 km or part thereof, per patient, on intermediate life support (ILS) level of care	Per 50 km or part thereof		111.00
H2: Ambulance transport per 50 km or part thereof, per patient, on advanced life support (ALS) level of care	Per 50 km or part thereof		148.00
H2: Ambulance transport per 50 km or part thereof, per patient, on advanced life support (ALS) level of care	Per 50 km or part thereof		248.00
Private classification: Single income of more than R20 834.00 per month or combined income of more than R350 000.00 per annum			
Private: Ambulance transport per 50 km or part thereof, per patient, on basic life support (BLS) level of care	Per 50 km or part thereof		1,094.00
Private: Ambulance transport per 50 km or part thereof, per patient, on intermediate life support (ILS) level of care	Per 50 km or part thereof		1,479.00
Private: Ambulance transport per 50 km or part thereof, per patient, on advanced life support (ALS) level of care	Per 50 km or part thereof		2,460.00

Persons registered on the City's Indigent Register will be exempted from paying for emergency medical services.

The following persons **without medical aid** will be exempted:

- Maternity patients
- Children under the age of 6
- Pensioners
- Patients with tuberculosis (TB) with a written confirmation of diagnosis
- Terminally ill patients

Patients with medical aid cover

Patients that have medical aid cover are charged according to the private tariffs as set out below which are in line with the Board of Healthcare Funders (BHF) tariffs and codes:

Level of treatment	With effect from 1 July 2020 to 30 June 2021		
	Call-out cost	Utilisation cost per vehicle up to 50 km	Utilisation cost per vehicle per kilometer from 51 km
	Total (VAT exempted) R	Total (VAT exempted) R	Total (VAT exempted) R
Basic life support (BLS) practitioner	553.00	1,535.00	35.00
Intermediate life support (ILS) practitioner	553.00	2,205.00	35.00
Advanced life support (ALS) practitioner	553.00	3,825.00	35.00
Resuscitation fee (ALS for cardiac arrest)		3,500.00	

Utilisation of emergency helicopter service

Description	With effect from 1 July 2020 to 30 June 2021
	Utilisation cost per hour or part hereof
	Total (VAT included)
	R
Aerial medical service	50,000.00

Planned patient transport

Patients that are transported between medical clinics or hospitals are charged according to the tariffs as set out below. This service depends on the availability of resources.

Description of service		With effect from 1 July 2020 to 30 June 2021
		Total (exempted) R
Basic life support (BLS) practitioner	Per 50 km or part thereof	180.00
Intermediate life support (ILS) practitioner	Per 50 km or part thereof	274.00
Advanced life support (ALS) practitioner	Per 50 km or part thereof	475.00
General practitioner (doctor)	Per 50 km or part thereof	1,319.00
Emergency nurse (qualified and experienced practitioner)	Per 50 km or part thereof	992.00
Specialist person (specialist medical practitioner)	Per 50 km or part thereof	1,583.00

Emergency medical standby service

The City of Tshwane renders an emergency medical and ambulance standby service. The tariffs are calculated from time of arrival to the time of departure from the point of standby service. Tariffs applicable to emergency medical and ambulance standby services are applied accordingly within Tshwane. All patients transported are charged according to the classification as set out by the promulgated Gauteng provincial government tariffs, and those who are on medical aid are charged according to the private tariffs as set out below.

Description of service		With effect from 1 July 2020 to 30 June 2021
		Total exempted) R
Emergency standby charges	Per hour or part thereof	564.00
Basic life support (BLS) practitioner	Per hour or part thereof	180.00
Intermediate life support (ILS) practitioner	Per hour or part thereof	274.00
Advanced life support (ALS) practitioner	Per hour or part thereof	475.00
General practitioner (doctor)	Per hour or part thereof	1,319.00
Emergency nurse (qualified and experienced practitioner)	Per hour or part thereof	992.00
Specialist person (specialist medical practitioner)	Per hour or part thereof	1,583.00

Exclusions

Fees are applicable to all City, provincial and national departments, excluding the Office of the President, or upon written application and motivation to the Chief of Emergency Services.

Ambulance standby services at a registered social sector non-profit organisation event are exempted from payment of fees for a single ambulance for a maximum of four hours. In the case of two ambulances, the second ambulance is billed from hour one and the first from hour five.

General conditions for the payment of tariffs as set out above

All relevant application forms are available at the Emergency Services Department (Emergency Medical Operations Division) or available online at www.e-tshwane.co.za. Online users must be registered to access the emergency services portal. All forms, whether manual or online, must be completed in full and, where applicable, signed properly.

All monies are payable in advance.

Tariffs for rental of Emergency Services Department facilities

Description of services		With effect from 1 July 2020 to 30 June 2021
		Total exempted) R
Rental of facilities: Conference rooms, halls and other facilities	Per hour or part thereof	125.00
Rental of facilities: Auditoriums at the Emergency Services Department headquarters and Erasmuskloof Emergency Services Station	Per hour or part thereof	340.00

Exclusions

Fees are applicable to all City, provincial and national departments, excluding the Office of the President, or upon written application and motivation to the Chief of Emergency Services.

Furnishing of information and related services

Emergency Services Department

The Emergency Services Department tariffs for video and photo material will remain unchanged as the unit costs are still market-related and do not need upward adjustment in terms of the CPI for the 2020/21 financial year.

Economic Development and Spatial Planning Department

The Geomatics Section has obtained new large-format printing equipment to replace old equipment. This has resulted in drastically reduced costs per print.

The new equipment has been operational since March 2019, which allows the City to filter the savings to its customers and allows for a more affordable large-format reprographic service.

By keeping the price of prints at a 0% increase will result in better service delivery to clients and also assist to restructure pricing.

Furnishing of information and related services

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1. Any certificate in terms of Section 80(119) of the Local Government Ordinance, 1939 (Ordinance 17 of 1939)	9.50
2. Issuing of any valuation certificate	15.50
3. Any certificate for the purposes of the Rent Control Act, 1976 (Act 80 of 1976)	4.80
4. Any written statement issued in terms of Section 118 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended	
(a) Clearance advice	72.60
(b) Written statement	7.10
(c) Extension of clearance certificates	76.10
5. Publications and information documents	
(a) Statistical tables (City of Tshwane municipal area), each:	
(i) Dwelling houses per suburb	34.50
(ii) Population per suburb	25.00
(iii) Population per suburb (details)	32.20
(iv) List of flats (alphabetical) (additional pages included)	53.50
(v) List of flats (suburbs) (additional pages included) (summary)	53.50
(vi) Number of flat units and blocks of flats per suburb (summary)	25.00
(vii) Number of houses, flat units and population per suburb (summary)	34.50
(b) Valuation roll information per township (format: Microsoft Excel document on CD or via email)	
(i) Per record	0.20
(ii) Minimum charge per township	277.30
(c) Valuation roll (electronic format)	
(i) For the first copy on CD	3,552.70
(ii) For the next four CD copies or right of use: Per CD or right of use (second to fifth copy)	1,777.00
(iii) For the next five CD copies or right of use: Per CD or right of use (sixth to tenth copy)	1,421.00
(iv) For all further CD copies or right of use: Per CD or right of use (11th or more copies)	890.20
(d) For the document <i>Standard Specifications for Municipal Civil Engineering Works</i> , third edition 2005, each	234.40
(e) For the document <i>Standard Specifications for Municipal Electrical Engineering Works</i> , first edition 2010, each	234.40
(f) Information brochure for public auctions of municipal properties:	
(i) 46 or more pages	36.90
(ii) 36 to 45 pages	25.10
(iii) 26 to 35 pages	19.00
(iv) 25 or fewer pages	16.70
(g) Quotations: Non-refundable deposit per quotation document to be paid to the City before a document is issued to a prospective bidder, minimum charge	62.30
(h) Bid documents for tenders, municipal property sales: Non-refundable deposit per bid document to be paid to the City before a document is issued to a prospective bidder, minimum charge	99.90

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
(i) Engineering and construction works contracts if external consultants prepare the documents Non-refundable deposit per bid document to be paid to the City according to the budgeted value of the proposed works or class of contract, as stated below: Major contracts: More than R1 000 000,00 Minor contract: Less than R1 000 000,00 but more than R500 000,00 Micro contracts: Less than R500 000,00	1,112.60 663.50 449.10
(j) In cases where a bid was cancelled, a free copy will be supplied to all bidders who had previously bought documents for the cancelled bid.	Free
(k) Aktex search	
(i) Per search	30.90
(ii) Per printout	11.90
(iii) Per unsuccessful search	11.90
(iv) Title deed	132.10
6. Inspection or furnishing of information readily available in respect of any account rendered more than three months previously	8.30
7. Any continuous search for information: Per hour or part thereof	72.60
8. Vehicle and pedestrian volume surveys for a 12-hour period	
(a) If information is already available: Per survey	424.90
(b) If a survey must be especially undertaken: Per survey	4,228.60
9. In respect of the furnishing of information with regard to road accidents	
(a) Copy of accident report	120.30
(b) Compilation of investigation album	161.40
(c) Per photo	97.10
(d) Sketch plan	538.10
(e) Plan	1,613.10
(f) Technical report	2,686.00
(g) Technical report (including photos and sketches)	6,715.80
(h) Witness fee: Magisterial Court: Per hour	161.40
(i) Witness fee: High Court: Per hour	270.10
(j) Consultation fee: Per hour	161.40
(k) Statement	161.40
(l) Photocopies of investigation album, statements, sketches, etc: Per page	4.20
(m) Computerised accident statistics	
(i) Initial basic tariff	21.10
(ii) Additional pages for the same statistical search	4.20

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
10. Other photos and colour transparencies	
(a) (i) Paper enlargements (photos):	
Colour:	
12 cm x 17 cm	41.60
15 cm x 20 cm	45.20
20 cm x 25 cm	61.90
25 cm x 30 cm	113.10
30 cm x 40 cm	149.90
40 cm x 50 cm	190.40
50 cm x 60 cm	258.30
Black and white:	
9 cm x 13 cm	11.90
12 cm x 17 cm	33.20
15 cm x 20 cm	48.70
20 cm x 25 cm	59.50
25 cm x 30 cm	79.70
30 cm x 40 cm	148.80
40 cm x 50 cm	161.80
50 cm x 60 cm	305.80
1 m x 1 m	1,081.90
(ii) Sepia	34.50
(iii) Machine prints (standard size):	
9 cm x 13 cm	7.10
10 cm x 15 cm	9.30
13 cm x 13 cm	11.90
(b) (i) Mounting of photos on cardboard (colour, and black and white):	
9 cm x 13 cm	28.60
15 cm x 20 cm	28.60
25 cm x 30 cm	36.90
30 cm x 40 cm	46.40
40 cm x 50 cm	57.10
50 cm x 60 cm	61.90
(ii) Printing on cardboard	79.70
(c) Copying of black-and-white photos	13.70
(d) Duplication of 35 mm slides:	
Colour	79.70
Black and white	57.10
(e) Hiring of transparencies:	
Refundable deposit: Per transparency	1,628.10
11. Copies of or extracts from any minutes or the annual statement, or abstracts of the accounts of the City and copies of the auditors' report	
(a) Search fee	17.80
(b) Per A4 size or part thereof	3.60
12. Photocopies made at Reprographic Services	
(a) Per A3 size	
(i) 1 to 500 copies: Per copy	3.60
(ii) 500 and more copies: Per copy	3.50
(b) Per A4 size	
(i) 1 to 500 copies: Per copy	1.80
(ii) 500 and more copies: Per copy	1.80
(c) Per A4 size (overtime basis)	
(i) 1 to 500 copies: Per copy	2.40
(ii) 500 and more copies: Per copy	2.30

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
13. Any set of by-laws, whether consolidated or annotated, or any amendment thereof: Per page or in electronic format Per A4 size	3.60
14. Weighbridge fees	
(a) Per vehicle without load	
(i) Light motor vehicle	133.40
(ii) Heavy motor vehicle	214.30
(b) Per vehicle with load	
(i) Light motor vehicle	133.40
(ii) Heavy motor vehicle	214.30
15. Postcards and publications for which provision has not been made elsewhere in this schedule	
(a) Postcards (colour), each:	
(i) General: Melrose House	9.50
(ii) General: Information Bureau	5.90
(iii) Pretoria Art Museum	16.70
(b) Postcards (black and white), each:	
(i) Melrose House	5.90
(ii) Pretoria Art Museum	4.80
(c) Other publications:	
(i) Melrose House (booklet)	58.30
(ii) Melrose House colour pamphlet (glossy brochure)	16.70
(iii) Melrose House and Anglo-Boer War	16.70
(iv) Shops and offices in the south-eastern suburbs	365.50
(v) Proposed townships	51.20
(vi) Proclaimed townships	51.20
16. Any copy of a book, magazine, newspaper or any other information, by means of a coin-operated photocopier	
(a) Per A4 size	2.30
(b) Per A3 size	3.60
17. Copying of magnetic tapes and transcriptions	
(a) Dubbing of recorded proceedings per 60-minute cassette or part	39.30
(b) Transcription of proceedings per A4 page or part thereof	59.50
18. Video and photo material of buildings on fire and car accidents (the applicant must provide the DVD or videotapes):	
(a) Recording, editing and copying of video material: Per 60 minutes or part thereof	2,280.00
(b) Per printed photo	33.00
(c) Per digital copy photo	15.00
19. Debt collection: Recovery of administrative costs	
(a) Telephone costs:	
(i) Local	35.80
(ii) National and cellular networks	92.80
(b) Information: Credit bureau	77.30
(c) Duplicate agreements	14.20
(d) Final demand: Letter from credit bureau	82.20
(e) Final demand: Arrears debt	38.10
(f) Legal steps:	
(i) Company search	38.10
(ii) Letter to set aside a judgement	102.40
(iii) Letter to cancel an interdict	65.40
(iv) Detailed statement	76.20

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
20. Copy of integrated development plans: Citywide and planning zones	
(a) Black and white:	
Per A4	1.40
Per A3	1.80
(b) Colour copies:	
Per A4	32.20
Per A3	61.90
Per A2	82.20
Per A1	132.10
Per A0	210.70
(c) Integrated development plans, spatial development plans and policies on CD format	206.00
21. Media on which cadastral data information is supplied	
(a) Magnetic media:	
(i) CD	14.00
(ii) DVD	18.00
(b) Publications:	
(i) Tshwane wall map: Per sheet	395.00
(ii) Tshwane locality books (per region)	395.00
(iii) Aerial photo mosaic of Tshwane municipal area: Per sheet	500.00
(iv) Street guide	90.00
(c) Copies and prints:	
> A0 2 000 mm x 1 120 mm or 914 mm or 990 mm: Monochrome	
Bond paper	100.00
High-quality paper	150.00
Film	157.00
2 000 mm x 1 120 mm or 914 mm or 990 mm: Colour line	
Bond paper	180.00
High-quality paper	200.00
Film	240.00
2 000 mm x 1 120 mm or 914 mm or 990 mm: Colour full flood	
Bond paper	220.00
High-quality paper	270.00
Film	300.00
2 000 mm x 1 120 mm or 914 mm or 990 mm: Photo colour	
Bond paper	250.00
High-quality paper	290.00
Film	380.00
2 000 mm x 1 120 mm or 914 mm or 990 mm: Photo monochrome	
Bond paper	290.00
High-quality paper	280.00
2 000 mm x 841 mm: Monochrome	
Bond paper	80.00
2 000 mm x 841 mm: Colour line	
Bond paper	175.00
High-quality paper	190.00
2 000 mm x 841 mm: Colour full flood	
Bond paper	200.00
High-quality paper	250.00
2 000 mm x 841 mm: Photo colour	
High quality paper	280.00
2 000 mm x 841 mm: Photo monochrome	
Bond paper	260.00

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
1 500 mm x 841 mm: Monochrome Bond paper	60.00
1 500 mm x 841 mm: Colour line Bond paper	140.00
High-quality paper	160.00
1 500 mm x 841 mm: Colour full flood Bond paper	160.00
High-quality paper	180.00
1 500 mm x 841 mm: Photo colour High-quality paper	260.00
1 500 mm x 841 mm: Photo monochrome Bond paper	240.00
1 250 mm x 841 mm: Monochrome Bond paper	50.00
1 250 mm x 841 mm: Colour line Bond paper	120.00
High-quality paper	140.00
1 250 mm x 841 mm: Colour full flood Bond paper	140.00
High-quality paper	160.00
1 250 mm x 841 mm: Photo colour High-quality paper	250.00
1 250 mm x 841 mm: Photo monochrome Bond paper	230.00
A0 1 189 mm x 841 mm: monochrome Bond paper	40.00
High-quality paper	80.00
Film	100.00
1 189 mm x 841 mm: Colour line Bond paper	100.00
Film	116.00
1 189 mm x 841 mm: Colour full flood Bond paper	130.00
High-quality paper	150.00
Film	180.00
1 189 mm x 841 mm: Photo colour Bond paper	225.00
High-quality paper	240.00
Film	250.00
A1 841 mm x 594 mm: Monochrome Bond paper	37.00
Film	80.00
841 mm x 594 mm: Colour line Bond paper	70.00
Film	100.00
841 mm x 594 mm: Colour full flood Bond paper	100.00
High-quality paper	125.00
Film	150.00

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
841 mm x 594 mm: Photo colour	
Bond paper	110.00
High-quality paper	150.00
Film	200.00
A2 594 mm x 420 mm: Monochrome	
Bond paper	32.00
Film	67.00
594 mm x 420 mm: Colour line	
Bond paper	45.00
Film	80.00
594 mm x 420 mm: Colour full flood	
Bond paper	66.00
High-quality paper	80.00
Film	120.00
594 mm x 420 mm: Photo colour	
Bond paper	80.00
High-quality paper	100.00
Film	140.00
A3 420 mm x 297 mm: Monochrome	
Bond paper	11.00
Film	35.00
420 mm x 297 mm: Colour line	
Bond paper	18.00
Film	37.00
420 mm x 297 mm: Colour full flood	
Bond paper	30.00
Film	54.00
420 mm x 297 mm: Photo colour	
Bond paper	50.00
Film	80.00
420 mm x 297 mm: Photo monochrome	
Bond paper	11.00
Film	36.00
A4 297 mm x 210 mm: Monochrome	
Bond paper	6.00
Film	15.00
297 mm x 210 mm: Colour line	
Bond paper	12.00
297 mm x 210 mm: Colour full flood	
Bond paper	20.00
297 mm x 210 mm: Photo colour	
Bond paper	30.00
297 mm x 210 mm: Photo monochrome	
Bond paper	6.00

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
(d) Production A3 or A4 printing (internal clients)	
A3 420 mm x 297 mm: Monochrome printing, excluding media and optional extras, such as staples, ringbinding, etc	2.00
420 mm x 297 mm: Colour full flood printing, excluding media and optional extras, such as staples, ringbinding, etc	3.00
A4 420 mm x 297 mm: Monochrome printing, excluding media and optional extras, such as staples, ringbinding, etc	1.00
420 mm x 297 mm: Colour full flood printing, excluding media and optional extras, such as staples, ringbinding, etc	1.50
(e) Specialised mapmaking: Per hour	300.00
22. Placement of legal notices on notice boards	997.40
23. Levy in respect of dishonoured cheques and direct debit payments	291.60
24. Inspection or furnishing of information readily available in respect of the	
(a) Confirmation of a name or address or both of a person in terms of the Road Traffic Act, 1996 (Act 93 of 1996)	65.40
(b) Duplicate of Section 56 and Section 341 notices in terms of the Road Traffic Act, 1996 (Act 93 of 1996)	60.10
25. Translation into the preferred language of the end user (African languages): Per 100 words	764.10
26. Issuing of information by the Customer Relations Management Department:	
(a) Furnishing of accounts rendered more than three months previously: Per account	9.50
(b) Administration levy for furnishing accounts that exceed a period of one year: Per year	72.60
(c) Furnishing of accounts on request of owner or his/her nominated agency that exceed three premises or business partners: Per account	9.50
(d) An administration levy for furnishing accounts at the request of the owner or his/her nominated agency (for every 20 accounts printed)	72.60
27. Viewing and storage of CCTV camera footage of incidents and scenes at locations equipped with CCTV surveillance cameras	
(a) Viewing of CCTV footage	357.70
(b) Copying and storage of CCTV footage	1,070.80
28. Fees in terms of the Promotion of Access to Information Act, 2000 (Act 2 of 2000) (PAIA)	
(a) For every photocopy of an A4-sized page or part thereof	1.20
(b) For every printed copy of an A4-sized page or part thereof	1.80
(c) Held on a computer or in electronic or machine-readable form for a copy in a computer-readable form on –	
(i) compact disc	51.20
(d) (i) For a transcription of visual images for an A4-sized page or part thereof	28.60
(ii) For a copy of visual images	72.80
(e) (i) For a transcription of an audio record, for an A4-sized page or part thereof	15.50
(ii) For a copy of an audio record	21.40

Particulars	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
(f) Document search fee for tenders and all committee reports	357.00
Request fee payable by every requester other than a personal requester referred to in Section 22(1) of PAIA	44.10
The access fees payable by a requester referred to in Section 22(7) of PAIA, unless exempted under Section 22(8) of PAIA, are as follows:	
(a) For every photocopy of an A4-sized page or part thereof	1.30
(b) For every printed copy of an A4-sized page or part thereof in a computer or electronic or machine-readable format on –	1.30
(i) compact disc	51.20
(c) (i) For a transcription of visual images for an A4-sized page or part thereof	28.60
(ii) For a copy of visual images	76.30
(d) (i) For a transcription of an audio record, for an A4-sized page or part thereof	15.50
(ii) For a copy of an audio record	21.40
To search for the record for disclosure, R15,00 for each hour or part of an hour, excluding the first hour, that is reasonably required for such a search.	
The actual postal fee is payable when a copy of a record must be posted to a requester.	
For the purposes of Section 22(2) of PAIA, the following applies:	
(a) Six hours as the hours to be exceeded before a deposit is payable	
(b) One-third of the access fee is payable as a deposit by the requester	
Form of request	
A request for access to a record, as contemplated in Section 53(1) of PAIA, must be made by means of Form A of the Annexure to PAIA.	

Community library and information services

No increases were applied to some items in order to encourage borrowing and circulation by users.

Applied increases were rounded off for ease of cash handling for change at the till.

Community library and information services

PRIVILEGES			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
1. Membership			
1.1 Residents			
Children: 0 to 13 years	May borrow up to six items for two weeks		No charge
Teenagers: 14 to 18 years	May borrow up to six items for two weeks		No charge
Adults: 19 to 59 years	May borrow up to six items for two weeks		No charge
Senior citizens: 60 years and older, and persons with disabilities (documentary proof required)	May borrow up to six items for two weeks		No charge
1.2 Non-residents			
Membership for non-residents			No charge
2. Penalties			
2.1 Fines			
Items returned late	All types of item	Per item per week or part of a Maximum fine	2.00 95.00
2.2 Replacement			
Membership card	When original is lost and membership is still active		34.00
Books and audio-visual material	Fiction		290.00
	Non-fiction		495.00
	CDs or DVDs (new)		350.00
3. Information services			
3.1 Reservation of items			
Special requests	Any items from a City of Tshwane library	Per item reserved	10.00
3.2 Inter-library Loans			
Provincial or national	Any items requested from another library in South Africa	Amount charged by the providing library, as regulated on national level	
3.3 Additional Items			
Any item	Borrowing of additional items		2.00

PRIVILEGES	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
4. Computer services	
4.1 Internet and PC use	
Internet searches, use of PC for 30 minutes private purposes	No charge
4.2 Scanning, saving or emailing information	
All information Per copy	4.80
4.3 Printing of information	
All information Black and white, per page	3.00
Colour, per page	13.00
4.4 Photos (saving, printing and email)	
Per photo	14.00
4.5 Infopacks	
Per page	4.00
5. Other services, if available	
5.1 Faxes	
National Per page	7.00
International Per page	28.00
Receiving private documents per fax Per page	4.80
5.2 Photocopies	
A4 size: Black and white Per copy	1.00
A4 size: Colour Per copy	10.50
A3 size: Black and white Per copy	2.00
A3 size: Colour Per copy	22.00
5.3 Lamination	
Business cards Per card	9.00
A4 pages Per page	19.00
A3 pages Per page	38.00
5.4 Ringbinding	
1 to 50 pages	30.00
6. Rental of facilities	
Activity or seminar rooms or auditoriums Per hour (including preparation and clean-up)	180.00

Culture facilities, museums and related matters

Centurion Art Gallery, Mabopane Indoor Centre, Centurion Auditorium and Solomon Mahlangu Amphitheatre

All amounts have been rounded off to assist with the handling of money and change.

Melrose House Museum

No increase for admission fees was suggested for the 2020/21 financial year.

Fort Klapperkop Heritage Site

No increase for admission fees was suggested for the 2020/21 financial year.

Pretoria Art Museum

No increase for admission fees was suggested for the 2020/21 financial year.

Culture facilities, museums and related matters**Saulsville Arena**

Mondays to Fridays

Hour		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 18:00	Per hour	285.00
06:00 to 18:00	Per event	7,045.00
18:00 to 06:00	Per hour	695.00
Rental of kitchen	Per event	1,515.00
Rental of boardroom	Per hour	60.00
	Per day (between five and eight hours)	265.00
Damage deposit	Per event	1,535.00

Weekends and public holidays

Day	Hour		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Saturdays (public holidays)	06:00 to 18:00	Per hour	565.00
	18:00 to 00:00	Per hour	830.00
	00:00 to 06:00	Per hour	940.00
	08:00 to 00:00	Per event	10,065.00
Sundays (public holidays)	06:00 to 18:00	Per event	10,065.00
	08:00 to 18:00	Per hour	855.00
	18:00 to 00:00	Per hour	940.00
Rental of kitchen	Per event	1,515.00	
Rental of boardroom	08:00 to 18:00	Per hour	60.00
	08:00 to 18:00	Per day (between five and eight hours)	265.00
Damage deposit	Per event	1,535.00	

Pretoria City Hall

Cultural functions, concerts and meetings (for a five-hour period)

Hall		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Main Hall (excluding the gallery)	Per hour	495.00
Main Hall (including the gallery)	Per hour	850.00
Pretorius Hall	Per hour	370.00
Supper Hall	Per hour	190.00
Council Chamber	Per hour	85.00
Preparation and dismantling	Per hour	70.00
Kitchen	Per hour	790.00
Overtime after 00:00		1,030.00
Sound system		415.00
Hire of organ or piano		440.00
Damage deposit		1,415.00

Weekends and public holidays

Hall		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Main Hall (excluding the gallery)	Per hour	935.00
Main Hall (including the gallery)	Per hour	1,235.00
Pretorius Hall	Per hour	790.00
Supper Hall	Per hour	590.00
Council Chamber	Per hour	490.00
Preparation and dismantling	Per hour	490.00
Kitchen	Per hour	1,235.00
Overtime after 00:00		1,450.00
Sound system		865.00
Hire of organ or piano		865.00
Damage deposit		1,770.00

Dinner-type functions

Hall		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Main Hall	Per hour	2,460.00
Pretorius Hall	Per hour	1,085.00
Supper Hall	Per hour	850.00
Preparation and dismantling	Per hour	160.00
Sound system		415.00
Damage deposit		1,400.00

Weekends and public holidays

Hall		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Main Hall	Per hour	3,000.00
Pretorius Hall	Per hour	1,510.00
Supper Hall	Per hour	1,250.00
Preparation and dismantling	Per hour	580.00
Sound system		630.00
Damage deposit		1,530.00

Solomon Mahlangu Amphitheatre

Solomon Mahlangu Amphitheatre – Day

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Tariff per day		1,670.00
Tariff per hour		160.00
Damage deposit		1,220.00

Centurion Auditorium

Mondays to Fridays

Hall		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Auditorium	Per hour	85.00
Kitchen	Per booking	720.00
Damage deposit		180.00

Weekends and public holidays

Hall		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Auditorium		130.00
Kitchen	Per booking	720.00
Damage deposit		1,180.00

Mabopane Indoor Centre

Mondays to Fridays

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Main Hall or Side Hall		
06:00 to 18:00	Per hour	90.00
18:00 to 06:00	Per hour	100.00
Kitchen		
06:00 to 18:00	Per booking	715.00
18:00 to 06:00	Per booking	715.00
Dance hall		
06:00 to 18:00	Per hour	125.00
18:00 to 06:00	Per hour	135.00
Damage deposit		180.00

Weekends and public holidays

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Main Hall or Side Hall		
Saturdays and public holidays		
06:00 to 18:00	Per hour	140.00
18:00 to 06:00		150.00
Sundays and public holidays		
06:00 to 18:00	Per hour	155.00
18:00 to 06:00		165.00
Boardroom		
06:00 to 18:00	Per booking	85.00
18:00 to 06:00	Per booking	90.00

Special events

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Weddings and gala dinners	Per event per day	3,575.00
Commercial events, concerts or bashes	Per event per day	5,000.00
Religious gatherings or festivals	Per event per day	2,570.00
NB: Prices exclude use of the kitchen		

Commercial events

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 18:00	Per hour	285.00
06:00 to 18:00	Per event	7,045.00
18:00 to 06:00	Per hour	680.00

Museums

Melrose House Museum

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Hall	Per hour	275.00
	Per day (08:00 to 16:00)	1,600.00
	Per day (16:00 to 00:00)	2,025.00
Site	Per hour	350.00
	Per day (08:00 to 16:00)	1,670.00
	Per day (16:00 to 00:00)	2,015.00
Admission	Per adult	25.00
	Per student, youth or pensioner	12.00
	Per schoolgoing child	7.00
	Special Wednesday admission per person: All age groups	2.00
	Free admission for preschoolers and trainee tour guides	
	Free admission to members of the International Council of Museums (ICOM) and South African Museums Association (SAMA)	
	Free admission or discount on request for disadvantaged groups or groups with disabilities	
children	Per person (admission included)	22.00
Guided tours for adults	Per person (admission included)	42.00
	Free admission or discount on request for disadvantaged or disabled groups	
programmes	Per learner	22.00
	Free admission or discount on request for disadvantaged groups or groups with disabilities	
photographic sessions of the interior and exterior	Per hour	845.00
	Per day (08:00 to 16:00)	5,010.00
	Per day (16:00 to 00:00)	5,010.00

Fort Klapperkop Heritage Site

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Hall	Per hour	260.00
	Per day (08:00 to 16:00)	1,130.00
	Per day (16:00 to 00:00)	1,515.00
Site (lapa)	Per hour	380.00
	Per day (08:00 to 16:00)	2,015.00
	Per day (16:00 to 00:00)	2,505.00
Damage deposit or fee	Per day	1,000.00
Cleaning deposit or fee	Per hour	190.00
	Per day	505.00
Paved area	Per hour	180.00
	Per day (08:00 to 16:00)	765.00
	Per day (16:00 to 00:00)	1,175.00
Standing fee	Per day	825.00
Admission	Per adult	25.00
	Per student, youth or pensioner	12.00
	Per schoolgoing child	7.00
	Special Wednesday admission per person: All age groups (1 September to 31 January, 17:00 to 20:00)	2.00
	Per person	55.00
Sundowner experience	Free admission for preschoolers and trainee tour guides	
	Free admission to members of the International Council of Museums (ICOM) and South African Museums Association (SAMA)	
	Free admission or discount on request for disadvantaged groups or groups with disabilities	
	members whose names are inscribed on the war veterans' memorial	
	Free admission to the stable complex: Horse-riding students and parents	
Guided tours children	Per group plus admission	170.00
	Per person (admission included)	22.00
Guided tours for adults programmes	Per person (admission included)	42.00
	Per learner (admission fee included)	22.00
	Guided tour or demonstration per hour	185.00
photographic sessions of the interior and exterior	Free admission or discount on request for disadvantaged groups or groups with disabilities	
	Per hour	845.00
	Per day (08:00 to 16:00)	5,010.00
	Per day (16:00 to 00:00)	5,010.00

Pretoria Art Museum

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Henry Preiss Hall	Per hour	285.00
	Per day (08:00 to 16:00)	1,645.00
	Per day (16:00 to 00:00)	2,120.00
	(Availability depends on the current exhibitions.)	
Admission	Per adult	25.00
	Per student, youth or pensioner	12.00
	Per schoolgoing child	7.00
	Special Wednesday admission per person: All age groups	2.00
	Free admission for disadvantaged groups or groups with disabilities, requested in advance	
	Free admission to members of the International Council of Museums (ICOM), the International Association of Arts (IAA), the South African Museums Association (SAMA), the South African National Association for the Visual Arts (SANAVA) and the Friends of the Pretoria Art Museum	
photographic sessions of the interior and exterior	Per hour	845.00
	Per day (08:00 to 16:00)	5,010.00
	Per day (16:00 to 00:00)	5,010.00
children	Per person (admission included)	22.00
Guided tours for adults	Per person (admission included)	42.00

Centurion Art Gallery

Gallery		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Exhibition gallery	Per exhibition for a one-month period	1,000.00
	For two weeks	500.00
City of Tshwane commission on the sale of artwork		22% per artwork

Sport and recreation centres and related services

All tariffs were increased with the recommended 5,5% and were rounded off. Current and recommended tariffs are confirmed as correct.

Sport and recreation centres and related services

The following rentals for hiring per occasion are recommended for the following facilities:

1. RECREATIONAL AND SPORT CENTRES (A: BIG HALLS)

1.1 Atteridgeville Community Centre, Ikageng Community Centre, Stanza Bopape Community Centre, Mamelodi West Community Centre, Mamelodi Indoor Sport Centre, Mbolekwa Indoor Sport Centre, Falala Community Centre, Hammanskraal Community Centre, Nellmapius Indoor Sport Centre, KT Motubatse Sport Centre, Soshanguve Block X, Temba Indoor Sport Hall, Makgoba Sebothoma Multipurpose Centre, Suurman Community Centre, Rooiwal Sport and Recreation Centre, Cronje Park, Hercules, Danville and Capital Park

1.1.1 MONDAYS TO THURSDAYS

	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 12:00	Per hour	46.00
12:00 to 18:00	Per hour	85.00
18:00 to 06:00	Per hour	124.00
Church services and commercial events	For first four hours	1,002.00
	Per hour thereafter	178.00
Damage deposit	Per occasion	1,772.00

**1.1.2 WEEKENDS AND PUBLIC HOLIDAYS
(PUBLIC HOLIDAYS TO BE REGARDED AS SUNDAYS)**

Day		Hour	With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Fridays	06:00 to 06:00	Per hour	141.00
Saturdays	06:00 to 06:00	Per hour	138.00
Sundays	06:00 to 06:00	Per hour	202.00
Public holidays	06:00 to 06:00	Per hour	202.00
Church services and commercial events		For first four hours	1,575.00
		Per hour thereafter	202.00
Damage deposit		Per occasion	1,772.00

2. RECREATIONAL AND SPORT CENTRES (B: SMALLER HALLS)

2.1 Rethabile Community Hall, Mlambo Community Hall, Winterveld Community Centre, Ga-Rankuwa Community Centre, Falala Community Centre, Heuweloord Community Hall, Makgoba Sebothoma Multipurpose Centre, Suurman Community Centre, Rooiwal Sport and Recreation Centre

2.1.1 MONDAYS TO THURSDAYS

	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 12:00	Per hour	30.00
12:00 to 18:00	Per hour	44.00
18:00 to 06:00	Per hour	66.00
Damage deposit	Per occasion	1,477.00

**2.1.2 WEEKENDS AND PUBLIC HOLIDAYS
(PUBLIC HOLIDAYS TO BE REGARDED AS SUNDAYS)**

Day	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Fridays	18:00 to 06:00	Per hour 98.00
Saturdays	06:00 to 06:00	Per hour 119.00
Sundays	06:00 to 06:00	Per hour 179.00
Public holidays	06:00 to 06:00	Per hour 179.00
Church services and commercial events	For first four hours	1,010.00
	Per hour thereafter	179.00
Damage deposit	Per occasion	1,477.00

2.1.3 LUCAS VAN DER BERG COMMUNITY CENTRE

Main hall

Day	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 12:00	Per hour	46.00
12:00 to 18:00	Per hour	85.00
18:00 to 06:00	Per hour	126.00
Saturdays	Per hour	138.00
Sundays and public holidays	Per hour	202.00
Mondays to Thursdays	Daily	883.00
Fridays	Daily	1,558.00
Saturdays	Daily	2,204.00
Sundays	Daily	2,204.00
Public holidays	Daily	2,204.00
Church services and commercial events	For first four hours	1,575.00
	Per hour thereafter	199.00
Damage deposit	Per occasion	1,887.00

Sub-hall

Day	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 12:00	Per hour	33.00
12:00 to 18:00	Per hour	46.00
18:00 to 06:00	Per hour	46.00
Saturdays	Per hour	62.00
Sundays and public holidays	Per hour	92.00
Mondays to Thursdays	Daily	379.00
Fridays	Daily	756.00
Saturdays	Daily	1,119.00
Sundays	Daily	1,119.00
Public holidays	Daily	1,119.00
Church services and commercial events	For first four hours	1,010.00
	Per hour thereafter	179.00
Damage deposit	Per occasion	1,414.00

2.1.4 Hammanskraal Community Centre Lapa, Hammanskraal Community Centre Park, Hammanskraal Sport Complex Hall, Makgoba Sebothoma Park Area, Rooiwal Sport and Recreation Centre Lapa, Rooiwal Sport and Recreation Centre Park

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Tariff per occasion or per day	1,023.00
Damage deposit	1,769.00

3. RECREATIONAL AND SPORT CENTRES (C: SUB-HALLS)

3.1 Atteridgeville Community Centre, Ikageng Community Centre, Stanza Bopape Community Centre, Mamelodi West Community Centre, Mamelodi Youth Centre, Ga-Rankuwa Community Centre, Winterveld Community Centre, Falala Community Centre, Rethabile Community Centre, Masupa Indoor Sport Hall, Nellmapius Indoor Sport Centre, Makgoba Sebothoma Multipurpose Centre, Suurman Community Centre, Rooiwal Sport and Recreation Centre

3.1.1 MONDAYS TO FRIDAYS

Hour	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
06:00 to 12:00	Per hour 24.00
12:00 to 18:00	Per hour 39.00
18:00 to 06:00	Per hour 46.00
Church services	For first four hours 194.00
	Per hour thereafter 40.00
Damage deposit	Per occasion 1,179.00

**3.1.2 WEEKENDS AND PUBLIC HOLIDAYS
(PUBLIC HOLIDAYS TO BE REGARDED AS SUNDAYS)**

Day	Hour		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Fridays	18:00 to 06:00	Per hour	45.00
Saturdays	06:00 to 06:00	Per hour	62.00
Sundays	06:00 to 06:00	Per hour	92.00
Public holidays	06:00 to 06:00	Per hour	92.00
Church services and commercial events		For first four hours	194.00
		Per hour thereafter	40.00
Damage deposit		Per occasion	1,179.00

4. MONTHLY TARIFFS FOR CLUBS AND ACTIVITY GROUPS (A: BIG HALLS)

4.1 Atteridgeville Community Centre, Ikageng Community Centre, Stanza Bopape Community Centre, Mamelodi West Community Centre, Hammanskraal Community Centre, Falala Community Centre, Mabopane Indoor Sport Centre, Mbolekwa Indoor Sport Centre, Temba Indoor Hall, Makgoba Sebothoma Multipurpose Centre, Suurman Community Centre, Rooiwal Sport and Recreation Centre

Hours per week		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
1 hour per week	Per week	80.00
2 hours per week	Per week	141.00
3 hours per week	Per week	228.00
4 hours per week	Per week	301.00
5 hours per week	Per week	379.00
Damage deposit (activity groups)	Per year	1,769.00
Rental of office space	Per month	720.00

**4.2 MONTHLY TARIFFS FOR CLUBS AND ACTIVITY GROUPS
(B: SMALLER HALLS)**

4.2.1 Rethabile Community Centre, Mlambo Community Centre, Ga-Rankuwa Community Centre, Winterveld Community Centre, Falala Community Centre, Lucas van der Berg Community Centre, Atteridgeville Community Centre, Masupha Hall, Makgoba Sebothoma Multipurpose Centre, Suurman Community Centre, Rooiwal Sport and Recreation Centre

Hours per week		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
1 hour per week	Per week	39.00
2 hours per week	Per week	70.00
3 hours per week	Per week	109.00
4 hours per week	Per week	141.00
5 hours per week	Per week	173.00
Damage deposit (activity groups)	Per year	1,477.00

5. HOURLY TARIFFS FOR BOARDROOMS, CLUBHOUSES AND KITCHENS

For all sport and recreation facilities in Tshwane

5.1 MONDAYS TO FRIDAYS

Hours per week		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
06:00 to 12:00	Per hour	39.00
12:00 to 18:00	Per hour	46.00
18:00 to 06:00	Per hour	63.00
Damage deposit	Per occasion	1,179.00

**5.2 WEEKENDS AND PUBLIC HOLIDAYS
(PUBLIC HOLIDAYS TO BE REGARDED AS SUNDAYS)**

Day	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Fridays	18:00 to 06:00	Per hour 45.00
Saturdays	06:00 to 06:00	Per hour 62.00
holidays	06:00 to 06:00	Per hour 45.00
Church services		For first four hours 1,575.00
		Per hour thereafter 195.00
Damage deposit		Per occasion 1,179.00

6. EERSTERUST SPORT AND RECREATION CENTRE

6.1 MAIN HALL

HIRE FOR FUNCTIONS

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays	06:00 to 18:00 or 18:00 to 00:00	1,340.00
Fridays to Sundays and public holidays	06:00 to 00:00	3,674.00
Damage deposit		1,769.00

HIRE PER HOUR for not more than four hours at a time

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays	Per hour	183.00
Fridays to Sundays and public holidays	Per hour	377.00

6.2 EXHIBITION HALL

HIRE FOR FUNCTIONS (only available for functions if the main hall is not in use)

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays	06:00 to 18:00 or 18:00 to 00:00	328.00
Fridays to Sundays and public holidays	06:00 to 00:00	959.00
Damage deposit		1,769.00

HIRE PER HOUR for not more than four hours at a time

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays 16:00 to 00:00	Per hour	1,263.00
Fridays to Sundays and public holidays 16:00 to 00:00	Per hour	246.00

6.3 400 CONFERENCE HALL

HIRE FOR FUNCTIONS

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays	06:00 to 18:00 or 18:00 to 00:00	578.00
Fridays to Sundays and public holidays	06:00 to 00:00	1,240.00
Damage deposit		1,769.00

HIRE PER HOUR for not more than four hours at a time

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays 16:00 to 00:00	Per hour	275.00
Fridays to Sundays and public holidays 16:00 to 00:00	Per hour	545.00

Activity group	Gym Hall	Exhibition Hall		With effect from 1 July 2020 to 30 June 2021
				Total (VAT included) R
Ballroom dancing		4 hours per week	Per month	917.00
Tae Bo		4 hours per week	Per month	917.00
Dancing	4 hours per week (off-peak)		Per month	366.00

6.4 EXHIBITION HALL TUCK SHOP

HIRE FOR FUNCTIONS

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays	18:00 to 00:00	214.00
Fridays to Sundays and public holidays	06:00 to 00:00	262.00

HIRE PER HOUR for not more than four hours at a time

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays 16:00 to 00:00	Per hour	96.00
Fridays to Sundays and public holidays 16:00 to 00:00	Per hour	185.00

7. STADIUM HALL

HIRE FOR FUNCTIONS

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays	06:00 to 18:00 or 18:00 to 00:00	1,215.00
Fridays to Sundays and public holidays	06:00 to 00:00	1,215.00
Damage deposit		1,769.00

HIRE PER HOUR for not more than four hours at a time

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays (for meetings only) 16:00 to 00:00	Per hour	126.00
Fridays to Sundays and public holidays 06:00 to 12:00	Per hour	140.00
12:00 to 16:00	Per hour	183.00
16:00 to 00:00	Per hour	246.00

8. CLUB RENDEZVOUS TARIFFS

8.1 HALL HIRE: SPECIAL FUNCTIONS

Location	Day	Time		With effect from 1 July 2020 to 30 June 2021
				Total (VAT included) R
Small hall	Fridays	Daily		1,804.00
Small hall	Saturdays	Daily		2,179.00
Small hall	Preparation fee	Daily		992.00
Small hall	Weekdays	08:00 to 17:00	Per hour	68.00
Small hall	Weekdays	17:00 to 20:00	Per hour	151.00
Big hall	Fridays	Daily		3,318.00
Big hall	Saturdays	Daily		4,367.00
Big hall	Preparation fee	Daily		1,383.00
Big hall	Weekdays	08:00 to 17:00	Per hour	178.00
Big hall	Weekdays	17:00 to 20:00	Per hour	433.00
Boardroom	Weekdays	08:00 to 17:00	Per hour	81.00
Boardroom	Weekdays	17:00 to 20:00	Per hour	126.00
Boardroom	Saturdays	Daily		88.00
			Per hour up to	871.00
Boardroom	Sundays	Daily		569.00
Activity room	Weekdays	08:00 to 17:00		100.00
Activity room	Weekdays	17:00 to 20:00		176.00
Activity room	Fridays	Daily		1,140.00
Activity room	Saturdays	Daily		176.00
			Per hour up to	1,766.00
Activity room	Sundays	Daily		965.00
Damage deposit				1,828.00

8.2 ACTIVITY GROUPS

Location	Time		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Big hall	08:00 to 17:00	Per month for one hour per week	123.00
Big hall	17:00 to 20:00	Per month for one hour per week	358.00
Small hall	08:00 to 17:00	Per month for one hour per week	64.00
Small hall	17:00 to 20:00	Per month for one hour per week	126.00
Activity room and boardroom	08:00 to 17:00	Per month for one hour per week	56.00
Activity room and boardroom	17:00 to 20:00	Per month for one hour per week	96.00

8.3 SPECIAL TARIFFS

This tariff is only used for churches and Coolbox Dance that are regular users of the facility and booked for a year in advance.

Location	Lessee	Days used		With effect from 1 July 2020 to 30 June 2021
				Total (VAT included) R
Big hall	Jesus Alive Church	Every Sunday	Per month	842.00
Big hall	Coolbox Dance	Every second	Per day used	1,374.00

9. SILVERTON RECREATION CENTRE

9.1 HALL HIRE FOR BIG HALL

* If the client needs the Friday before a function for preparations, it will cost an additional R150,00 to use the hall from Friday at 12:00.

TARIFF PER DAY		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Tariff per hire	Fridays or Saturdays	2,778.00
Tariff per hire	Mondays to Thursdays	1,653.00
Tariff per hire	* Friday, added to a Saturday hall hire	291.00
Damage deposit per hire	Fridays or Saturdays	2,124.00
Damage deposit per hire	Mondays to Thursdays	2,124.00

9.2 HALL HIRE FOR SIDE HALL

* If the client needs the Friday before a function for preparations, it will cost an additional R150,00 to use the hall from Friday at 12:00.

TARIFF PER DAY		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Tariff per hire	Fridays or Saturdays	2,046.00
Tariff per hire	Mondays to Thursdays	1,463.00
Tariff per hire	* Friday, added to a Saturday hall hire	291.00
Damage deposit per hire	Fridays or Saturdays	2,124.00
Damage deposit per hire	Mondays to Thursdays	2,124.00

Activity group	Main Hall	Side Hall	With effect from 1 July 2020 to 30 June 2021	
				Total (VAT included) R
Dance studio		12 hours per week	Per month	992.00
Modelling	week		Per month	644.00
Weigh Less		4 hours per week	Per month	937.00
Badminton			Per hour	166.00
Agallia Ministries	4 hours per week		Per month	1,266.00
Computer centre				964.00
Gemeente van die Verbondsvolk	2 hours per week		Per hour	102.00
Ballet	2 hours per week		Per month	359.00

10. REFILWE, RAYTON AND ROODEPLAAT

Activity group			With effect from 1 July 2020 to 30 June 2021	
				Total (VAT included) R
Deposit per lease period		08:00 to 00:00		1,063.00
Residents				734.00
Non-residents				1,378.00
Additional time required for preparations or cleaning per hour or part of an hour		00:00 to 02:00		179.00
Change, postponement or cancellation of reservation				366.00
Hourly rentals: Mondays to Thursdays				
06:00 to 12:00			Per hour	33.00
12:00 to 18:00			Per hour	46.00
18:00 to 06:00			Per hour	72.00
NB: Only up to four hours per day				
Weekends and public holidays				
Fridays	18:00 to 06:00		Per hour	98.00
Saturdays	06:00 to 18:00		Per hour	119.00
Saturdays	18:00 to 06:00		Per hour	179.00
Sundays and public holidays	06:00 to 06:00		Per hour	179.00
NB: Only up to four hours per day				
Special tariff for churches and schools				
Rental for churches for religious purposes			For first four hours	572.00
			Per hour thereafter	179.00
Rental for schools for scholastic purposes			Per day	275.00
Activity groups: Aerobics, dance lessons or any other social interaction				
Hours per week				
1 hour per week			Per week	39.00
2 hours per week			Per week	72.00
3 hours per week			Per week	109.00
4 hours per week			Per week	141.00
5 hours per week			Per week	173.00

11. ONVERWACHT COMMUNITY HALL

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Damage deposit per lease period	06:00 to 00:00	1,072.00
Residents		689.00
Non-residents		1,378.00
Additional time required for preparations or cleaning per hour or part of an hour	00:00 to 02:00	92.00
Change, postponement or cancellation of reservation		366.00
Hourly rentals: Mondays to Thursdays		
06:00 to 12:00	Per hour	24.00
12:00 to 18:00	Per hour	39.00
18:00 to 06:00	Per hour	59.00
NB: Only up to four hours per day		
Weekends and public holidays		
Fridays	18:00 to 06:00	Per hour 73.00
Saturdays	06:00 to 18:00	Per hour 87.00
Saturdays	18:00 to 06:00	Per hour 119.00
Sundays and public holidays	06:00 to 06:00	Per hour 119.00
NB: Only up to four hours per day		
Special tariff for churches and schools		
Rental for churches for religious purposes	For first four hours	295.00
	Per hour thereafter	119.00
Rental for schools for scholastic purposes	Per day	275.00
Activity groups: Aerobics, dance lessons, or any other social interaction		
Hours per week		
1 hour per week	Per week	39.00
2 hours per week	Per week	72.00
3 hours per week	Per week	109.00
4 hours per week	Per week	141.00
5 hours per week	Per week	173.00

12. CULLINAN LIBRARY PARK

12.1 Main Hall (Indoor Sport Complex)

HIRE FOR FUNCTIONS

DAY		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Damage deposit per lease period		1,769.00
Mondays to Thursdays	06:00 to 18:00	946.00
Mondays to Thursdays	18:00 to 00:00	1,608.00
Fridays to Sundays and public holidays	06:00 to 17:00	1,552.00
Fridays to Sundays and public holidays	18:00 to 00:00	1,139.00
DAY		Hour
		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Mondays to Thursdays		
	06:00 to 12:00	Per hour 46.00
	12:00 to 18:00	Per hour 85.00
	18:00 to 00:00	Per hour 126.00
Hire per hour for not more than four hours at a time		
Weekends and public holidays		
Fridays	18:00 to 06:00	183.00
Saturdays	06:00 to 18:00	279.00
Saturdays	18:00 to 06:00	377.00
Sundays and public holidays	06:00 to 06:00	377.00

12.2 Dance Hall

HIRE FOR FUNCTIONS

DAY		Hour	With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Damage deposit per lease period			1,769.00
Mondays to Thursdays			
	06:00 to 12:00	Per hour	24.00
	12:00 to 18:00	Per hour	39.00
	18:00 to 00:00	Per hour	46.00
Weekends and public holidays			
Fridays	18:00 to 06:00		62.00
Saturdays	06:00 to 06:00		76.00
Sundays and public holidays	06:00 to 00:00		92.00

12.3 Conference Hall

Hire for functions

DAY	Hour	With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Damage deposit per lease period		1,769.00
Mondays to Thursdays		
06:00 to 12:00	Per hour	24.00
12:00 to 18:00	Per hour	39.00
18:00 to 00:00	Per hour	46.00
Weekends and public holidays		
Fridays	18:00 to 06:00	62.00
Saturdays	06:00 to 06:00	76.00
Sundays and public holidays	06:00 to 00:00	92.00

12.4 Activity groups

Main Hall

Sport clubs		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Hours per week		
Mondays to Thursdays		
1 hour per week	Per week	80.00
2 hours per week	Per week	141.00
3 hours per week	Per week	228.00
4 hours per week	Per week	300.00
Bays	Per month	379.00
Damage deposit (activity groups)	Per year	1,769.00

DANCE HALL

Activity groups: Aerobics, dance lessons or any other daily social interaction		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Hours per week		
1 hour per week	Per week	39.00
2 hours per week	Per week	72.00
3 hours per week	Per week	109.00
4 hours per week	Per week	141.00
5 hours per week	Per week	173.00
Damage deposit (activity groups)	Per year	1,475.00

13. **Central Sport Centre**

Activity group			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Rental for sport clubs		Mondays to Thursdays, two periods per week, per month	734.00
Bays: Rental for sport clubs only		Per period	92.00
Rental – functions or social gatherings at sport centre hall		Per month	92.00
Private functions			917.00
Non-refundable application fee			185.00
Rental	Weekends only	Per day or part of a day	917.00
Damage deposit		Per day or part of a day	1,769.00
Damage deposit		For two days or more	2,477.00
Official functions of the City			Free of charge
Community functions (mass)			185.00
Non-refundable application fee			185.00
Rental	Weekends only	Per day or part of a day	1,378.00
Damage deposit		Per day or part of a day	1,769.00
Damage deposit		For two days or more	3,622.00

14. **DIE LAPA**

Activity group			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Private functions			185.00
Non-refundable application fee			185.00
Rental	Sundays to Thursdays	Per day or part of a day	734.00
Rental	Fridays or Saturdays	Per day or part of a day	917.00
Damage deposit		Per day or part of a day	826.00
Damage deposit		For two days or more	2,477.00
Official functions of the City			Free of charge
Community functions (mass)			185.00
Non-refundable application fee			185.00
Rental	Sundays to Thursdays	Per day or part of a day	1,378.00
Rental	Fridays or Saturdays	Per day or part of a day	1,836.00
Damage deposit		Per day or part of a day	1,769.00
Damage deposit		For two days or more	3,622.00

15. ZITHOBENI, RETHABISENG, EKANGALA AND MASAKANE COMMUNITY CENTRE (EKANGALA F)

Activity group			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Private functions			
Non-refundable application fee			185.00
Rental		Per day or part of a day	276.00
Damage deposit			826.00
Official functions of the City			Free of charge
Community functions (mass)			
Non-refundable application fee			185.00
Rental	Sundays to Thursdays	Per day or part of a day	1,378.00
Rental	Fridays or Saturdays	Per day or part of a day	1,836.00
Damage deposit		Per day or part of a day	1,769.00
Damage deposit		For two days or more	3,417.00

16. GROUP ACTIVITY ROOM AT BRONKHORSTSPRUIT LIBRARY

Activity group			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Non-refundable application fee			174.00
Rental		Per day or part of a day	85.00
Damage deposit			82.00

17. COMMERCIAL ENTERTAINMENT (Atteridgeville Community Centre, Lucas van der Berg Community Centre, Mbolekwa Hall, Mlambo Hall, Masupha Hall, Cronje Park, Makgoba Sebothoma Multipurpose Centre, Suurman Community Centre)

These tariffs relate to all events presented at the facilities where performances by bands or disc jockeys, or music or other entertainment is to take place and where an entrance fee will be charged.

Strict control measures will be put in place to ensure the safety of patrons as well as to ensure that there is no damage to the facility. These include the following:

1. Approval in writing must be provided by the Tshwane Metro Police Department.
2. Where applicable, a valid liquor licence must be provided.
3. Proof in writing of additional security from a reputable security service provider must be provided.
4. Compliance certificates are required in the case of temporary structures, special lighting and crowd
5. The event must comply with the requirements of the City's Joint Operations Committee.

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Rental		11,805.00
Damage deposit		21,885.00

18. DISCOUNT

Discounts and free use of facilities will be granted subject to the approved Council resolution or on receipt of a written directive from the relevant Regional Head or MMC of the region applicable, upon submission of an application from the respective client 30 days before the event.

19. BOOKINGS

To book a hall, the following procedure must be followed:

1. The deposit must be paid on the day when the booking is made.
2. The balance of the total amount owed must be paid two weeks before the function.
3. No pencil placements will be permitted.

20. CANCELLATION OF BOOKINGS

To cancel a booking, the following procedure must be followed:

1. Written notice must be handed in or forwarded to the specific facility at least two weeks before the
2. If written notice is not received two weeks in advance, the deposit will be forfeited.
3. If no notice is received, the client will forfeit the total amount due to loss of income for the City.

21. SECURITY DEPOSITS

No booking will be considered to be made without payment of the damage deposit applicable to the specific facility, as stipulated in the above-mentioned tariff structure.

Sport facilities

All tariffs were increased with the recommended 5,5% and rounded off. Current and recommended tariffs are confirmed as correct.

Sport facilities**UNIFIED TARIFF STRUCTURE FOR CITY OF TSHWANE SPORT FACILITIES****THE TARIFF STRUCTURE FOR SPORT FACILITIES IS DIVIDED INTO VARIOUS OPTIONS:**

SCHEME A:	STADIUMS
SCHEME B:	SELF-MAINTENANCE WITH A SUBSIDY
SCHEME C:	ANNUAL RENTAL
SCHEME D:	SEASONAL RENTAL
SCHEME F:	SELF-MAINTENANCE WITH NO SUBSIDY
PAY-FOR-PLAY:	OCCASIONAL USE
PAY-FOR-PLAY:	ANNUAL TARIFFS

DETAILS OF THE SPECIFICS APPLICABLE TO EACH OPTION ARE INCLUDED IN THE DRAFT LEASE AGREEMENTS WHICH WILL SERVE AS A GUIDELINE IN NEGOTIATIONS WITH THE INDIVIDUAL CLUBS.

SCHEME A: STADIUMS

	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
SPORTING CODES All sport types conducive to identified stadiums No lease agreements are applicable Individual tariffs for stadiums are subject to negotiation with specific users Concerts, non-sporting events and commercial events will not be considered at stadiums. Payment for the use of office space at the stadiums will be determined at a market-related rate by property valuation services. National, international or professional sport: Rental: Per day or part of a day with a minimum of Damage or security deposit Cleaning fee Professional training sessions Political meetings: Rental: Per day or part of a day Damage or security deposit Cleaning fee	10% of gate money 14,310.00 31,413.00 7,155.00 2,146.00 10,731.00 31,413.00 7,155.00
	With effect from 1 July 2020 to 30 June 2021
	Total (VAT included) R
Churches: Rental: Per day or part of a day Damage or security deposit Cleaning fee Special events or opening ceremonies, etc (subject to approval) Damage or security deposit Cleaning fee Parking area per day Kiosks School athletics: Grass athletics tracks (per day or part of a day) Amateur soccer clubs: (per day or part of a day)	11,448.00 12,565.00 7,155.00 26,872.00 31,855.00 7,254.00 2,149.00 315.00 Rental: Primary schools 806.00 Combined schools 942.00 Secondary schools 1,075.00 Damage or security deposit 1,887.00 Marking fee 538.00 Rental 1,431.00 Marking fee 429.00 Damage or security deposit 1,887.00

SCHEME B: SELF-MAINTENANCE WITH A SUBSIDY

Sporting codes		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Tennis	Per court per year	9,378.00
Basketball	Per court per year	8,141.00
Netball or korfbal	Per court per year	6,980.00
Cricket	Per field per year	27,819.00
Rugby	Per field per year	23,567.00
Soccer	Per field per year	22,928.00
Baseball	Per diamond per year	10,561.00
Softball	Per diamond per year	10,561.00
Hockey	Per field per year	10,561.00
Jukskei	Per pit per year	1,801.00
Bowls	Per green per year	42,141.00
Golf	Per course per year	98,800.00
Cricket nets	Per net per year	6,014.00
Squash	Per court per year	3,636.00

The clubs are liable for the payment of an annual administration fee of R1 738,00 (including VAT), which will be subject to a CPI-related annual increase.

SCHEMES C AND D: ANNUAL AND SEASONAL RENTAL

To ensure access for the community to Scheme C and D facilities, the following clause is specifically included in the lease agreement:

“The club is required to make provision for access to the facilities by members of the community who do not wish to register for league level membership. This should be in the form of a social or off-peak membership, and the membership fee applicable should reflect the reduced level of participation. No person may unreasonably be refused membership of the club.”

Sporting codes		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Korfbal	Per court per year	3,459.00
Netball	Per court per year	3,459.00
Tennis	Per court per year	3,990.00
Volleyball	Per court per year	3,459.00
Basketball or handball	Per court per year	3,459.00
Athletics		No annual rental fee applicable
Baseball (juniors)	Per diamond per year	5,320.00
Baseball (seniors)	Per diamond per year	5,320.00
Hockey	Per field per year	5,320.00
International korfbal	or a rugby field size per year	7,974.00
Jukskei	Per pit per year	672.00
Cricket	<u>Cement pitch</u>	
	Per field per year	6,155.00
	<u>Turf pitch</u>	
	Per field per year	8,619.00
Bowls	Per green per year	15,949.00
Rugby	Per field per year	8,503.00
Softball	Per diamond per year	5,320.00
Squash	Per court per year	4,822.00
Five-a-side soccer	Per field per month	2,513.00
Five-a-side soccer clubhouse	Per month	15,101.00
Soccer	Per field per year	8,503.00
Parking area (small parking area)	Per day	1,010.00
Parking area	Per day	2,149.00

The reason for two schemes being specified above is that certain facilities are utilised by more than one sporting code during different times of the year. The Scheme D option limits access to the club in the season of the year that its code is engaged in league activities. This usually only applies when cricket and rugby clubs utilise the same grounds, and the option will only be used in these cases.

SCHEME F: SELF-MAINTENANCE WITH NO SUBSIDY

Sporting codes		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
All codes and clubhouses	Administration fee per facility per year CPI-related increase in the administration fee	1,431.00

This option applies to a variety of facilities, including sport grounds used by individuals for non-league and commercial activities. The lessee is responsible for the payment of all services at the facility, as well as all maintenance and upgrading. Any investment in upgrading or improvements made to the facility will not be reimbursed to the club after expiry or cancellation of the lease. It is the ideal option for sport types where only a building is needed for a clubhouse and no sport grounds are included. Examples include racing pigeon clubs, marathon clubs and other similar activities.

PAY-FOR-PLAY: OCCASIONAL USE

A number of sporting codes are not suited to a full-time lease agreement, and in some cases the circumstances make the allocation of a specific facility to one user group impractical. For these facilities and codes, a tariff structure has been devised whereby an applicant can use a facility after paying a daily rate. The rate charged excludes the marking fee for grass surfaces where this is applicable. The fee is for league-standard facilities, and informal facilities are not subject to a rental fee.

Sporting codes			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Athletics		Marking fee or field preparation	544.00
		Matches or events	544.00
Tennis		Per facility	544.00
Soccer: Professional games	Per field	Matches or events	544.00
Soccer: Vodacom League	Per field	Marking fee or field preparation	544.00
	Per field	Training per annum	544.00
Local sport leagues	Per field	Training per annum	544.00
Soccer	Per field	Marking fee or field preparation	544.00
	Per day	Matches, events or training	544.00
Softball	Per field	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Baseball	Per field	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Sporting codes			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Hockey	Per field	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Jukskei	Per facility	Marking fee or field preparation	n/a
	Per day	Matches or events	544.00
Bowls	Per green	Marking fee or field preparation	n/a
	Per day	Matches or events	544.00
Volleyball	Per facility	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Basketball	Per facility	Marking fee or field preparation	n/a
	Per day	Matches or events	544.00
Netball	Per facility	Marking fee or field preparation	n/a
	Per day	Matches or events	544.00
Korfbal	Per facility	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Tennikoit	Per facility	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Cricket	Per field	Marking fee or field preparation	544.00
	Per day	Matches or events	544.00
Rugby	Per field	Marking fee or field preparation	403.00
	Per day	Matches or events	544.00
Parking area	Per day	Per facility	1,010.00

PAY-FOR-PLAY: ANNUAL TARIFFS

This is an annual tariff that caters for individuals, clubs and schools that wish to use facilities on a regular basis, but are not willing to enter into a lease agreement for a specific facility, or the facility in question is not considered conducive to granting a lease. This ensures maximum use of the facilities while still maintaining control over the facilities by the sport and recreation officials in the area. All coordination for use of the facilities by these groups and individuals will be the responsibility of the sport and recreation official with the input of the Local Sport Council. It will cater for clubs and schools that wish to use facilities for training purposes as well as for individuals who would like to use facilities on an *ad hoc* basis. Where applicable, a membership card system will be put in place in order to ensure effective access control.

Category	Facility		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Scholars and students	All facilities not subject to a lease agreement	Per annum per person	51.00
Persons with disabilities			51.00
Senior citizens			51.00
Individuals	All facilities not subject to a lease agreement	Per annum	75.00

This arrangement is specifically aimed at groups and individuals that utilise facilities for training purposes, and it does not include marking.

FLOODLIGHTS

The use of floodlights for practice or match purposes is subject to prepayment and is based on the quality of the lights at the facility. The floodlights are grouped as Class 1, 2 or 3, with the highest level being Class 1, which is only available at a few of the larger sport stadiums. The second class is league-level lighting, and the lowest class is for training lights.

Class	Facility		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Class 1	Pilditch Stadium	Per hour	287.00
		Per game	572.00
	Caledonian Stadium	Per hour	287.00
		Per game	572.00
	Eersterust Stadium	Per soccer or rugby	572.00
	Lucas Moripe Stadium	Per hour	287.00
		Per game	572.00
Giant Stadium	Per hour	287.00	
	Per game	572.00	
Class 2	Laudium Stadium	Per hour	104.00
	Stanza Bopape Sport Complex	Per game	188.00
Class 3	All other facilities with floodlights	Per hour	75.00
		Per game	143.00

Classification of the quality of lighting on the various grounds is subject to change as improvements are made to the facilities, and the tariff to be charged at facilities may be adjusted when this occurs.

SPORT HALLS

A few sporting codes in Tshwane make use of halls that are specifically designed for sport. These are often multi-million-rand facilities, and, where management is of the opinion that they do not fall within one of the above-mentioned categories, the Property Asset Management and Advisory Services Division will be requested to determine a market-related rental for the facility.

The management of the Sport, Recreation and Infrastructure Development Division will then make a recommendation to the departmental management on the degree of subsidisation to be applicable to the specific facility. Factors to be taken into account will include the income-generating potential of the facility and the degree to which commercial exploitation of the facility will be allowed.

A lease agreement will be drawn up for these facilities which takes into account the specifications of the facility and the situation. The responsibilities applicable to each party will be individually negotiated within the broader framework of the other lease options.

KORFBALL PARK		With effect from 1 July 2020 to 30 June 2021	
		Total (VAT included) R	
Main hall for functions and sporting events	Mondays to Thursdays	1,431.00	
	Fridays to Sundays and public holidays	4,293.00	
	Damage deposit	1,769.00	
Commercial events	Per event	11,703.00	
	Damage deposit	21,885.00	
Hall hire for annual sport groups	Per hour (maximum four hours)	73.00	
	Daily for events	403.00	
Korfball	For normal league purposes only		
	No events	Per court per year	3,580.00
	Weekdays	Per day	580.00
Netball	For normal league purposes only		
	No events	Per court per year	3,580.00
	Weekdays	Per day	580.00
Court hire	Floodlights	Per hour	73.00
	Sport days	Full day	2,149.00
Office rental	Per month	720.00	
	Entertainment area	Per occasion	1,670.00
Kiosk	Per day	403.00	
Boardroom or referees room	Per day	523.00	
Storerooms	Per month	378.00	
Damage or security deposit	Per occasion	1,553.00	
Parking area	Per day	1,151.00	

MBOLEKWA ARTIFICIAL SURFACE RENTAL

Rental		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Refundable damage or security deposit	Per event	1,887.00
	Schools, clubs, LFAs, etc	Per match
Floodlights	Per day	1,431.00
	Per game	143.00
Parking area	Per hour	73.00
	Per day	1,010.00

PILDITCH STADIUM

Event	Rental		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Concerts, non-sporting events and commercial events will not be considered at the stadium.			
Schools	Refundable damage deposit	Per event	5,900.00
	Rental: Primary schools	Per day	1,431.00
	Combined schools	Per day	1,861.00
	Secondary schools	Per day	2,149.00
Sport for persons with	Rental	Per day	2,187.00
	Refundable damage deposit	Per event	5,900.00
Sport events, including AGN, ASA, tertiary institutions and private entities	Refundable damage deposit	Per day	5,900.00
	Rental	Per day	3,580.00
International, national and provincial events	Refundable damage deposit	Per day	5,900.00
	Rental	Per day	6,839.00
Cycling and rollerblading	International and national	Per day	2,956.00
	Training	Per day	66.00
	Floodlights	Per hour	55.00
	Refundable damage deposit	Per event	5,900.00
Floodlights	Professional sport or television coverage	Per day	1,431.00
	Provincial sporting events	Per day	861.00
	Training, sport clubs and schools	Per game	578.00
		Per hour	287.00
VIP room (Pilditch Stadium)	Rental	Per day	1,431.00
	Rental per hour	Per hour	115.00
	Preparation fee	Per occasion	861.00
	Refundable damage deposit	Per occasion	1,769.00
	Special events and kitchen	Per occasion	8,344.00
Event	Rental		With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Boardroom	Rental	Per day	720.00
	Rental	Per hour	101.00
Storage	Vendors and other users	Per month	403.00
Frequent users	Damage or security deposit	Per year	11,798.00
PA system	Rental		2,003.00
	Refundable damage deposit		1,179.00
Electrical timing	Rental		1,431.00
	Deposit		2,360.00
Professional soccer team Amateur soccer team	Rental	Per game	2,149.00
	Rental	Per game	686.00
	Marking fee	Per field	344.00
Activity room or gym	Rental	Per month	572.00
Kitchen	Rental	Per occasion	429.00
Kiosks	Rental	Per event	315.00
Vendors	With branding, such as Chip 'n Dip, Chipstix, Minimelts	Per event	315.00
Vendors	Street vendors, for example Nestlé motor bikes	Per person per event	315.00
Vendors	No electricity on grass area	Per event	315.00
Office	Rental	Per month	720.00
Individual members	Annual membership	Per person, per year: 15 years and older	85.00
Individual members	Annual membership	Per person, per year: Younger than 15 years	50.00
Shooting of videos and advertisements	Rental	Per shoot	1,431.00
	Rental	Per day	895.00
Parking area (Soutter Street)	Rental	Per day	1,010.00
Parking area (Maltzan Street)	Rental	Per day	2,149.00

LUCAS MORIPE STADIUM AND GIANT STADIUM

			With effect from 1 July 2020 to 30 June 2021
			Total (VAT included) R
Concerts, non-sporting events and commercial events will not be considered at these stadiums.			
Schools	Refundable damage deposit	Per event	5,900.00
	Rental: Primary schools	Per day	1,431.00
	Combined schools	Per day	1,861.00
	Secondary schools	Per day	2,149.00
	Sport for people with disabilities	Per day	2,178.00
AGN, ASA, tertiary institutions and private entities	Refundable damage deposit	Per day	5,900.00
	Rental	Per day	3,578.00
International, national and provincial events	Refundable damage deposit	Per day	6,295.00
	Rental	Per day	6,839.00
Floodlights	Professional sport or television coverage	Per day	1,431.00
	Provincial sporting events	Per day	859.00
	Training, sport clubs and schools	Per game or per hour	57,275.00
			287.00
VIP room	Rental	Per day	1,431.00
	Rental per hour	Per hour	117.00
	Preparation fee	Per occasion	859.00
	Refundable damage deposit	Per occasion	1,769.00
	Special events and kitchen	Per occasion	8,343.00
Boardroom	Rental	Per day	720.00
	Rental	Per hour	101.00
Professional soccer team	Training	Per session	2,147.00
Amateur soccer team	Training	Per session	686.00
	Marking fee	Per field	344.00
Private entity tournaments	Excluding pitch preparation	Per day	1,904.00
Gym or activity room	Rental	Per month	572.00
Kitchen	Rental	Per occasion	429.00
PA system	Rental		2,003.00
Office	Rental	Per month	720.00
Storage	Vendors and other users	Per month	402.00
Frequent users	Damage deposit	Per year	11,798.00
	Refundable damage deposit		1,338.00
Big screen	Rental		4,293.00
	Refundable damage deposit		1,179.00
Hospitality suites	Rental small		6,442.00
	Rental large		7,155.00
	Deposit		1,769.00
Kiosks and licenced vendors	Rental		315.00
Individual members	Annual membership	Per person, per year: 15 years and older	85.00
Individual members	Annual membership	Per person, per year: Younger than 15 years	50.00
Corporate recordings	Rental	Per day	11,902.00
	Rental	Less than five hours	7,141.00
	Refundable damage deposit (only refunded if the venue is left clean and tidy with no damages)		14,310.00
Shooting of videos by the public	Rental	Per shoot	1,431.00
Parking area	Rental	Per day	2,149.00

EERSTERUST STADIUM

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Concerts, non-sporting events and commercial events will not be considered at this stadium.		
Stadium hall	Rental	1,025.00
	Refundable damage deposit	1,769.00
Kiosks	Rental	315.00

LAUDIUM STADIUM

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Kiosks	Rental	315.00

TEMBA STADIUM

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Kiosks	Rental	315.00
Boardroom: Small	Per meeting	21.00
Clubhouse (all-inclusive)	Per event	198.00
Non-sporting events, and church and political gatherings		
Non-sporting events will not be considered at the main field unless the client provides event deck covering which allows ventilation of the pitch and athletic track at own cost. The payment for using office space at the stadiums will be determined at a market-related rate by property valuation services.		
Political meetings:		
Rental: Per day or part of a day		10,731.00
Damage deposit		31,413.00
Cleaning fee		7,155.00
Churches:		
Rental: Per day or part of a day		11,448.00
Damage deposit		12,565.00
Cleaning fee		7,155.00
Special events or opening ceremonies, etc (subject to approval)		26,872.00
Damage deposit		31,855.00
Cleaning fee		7,254.00
Kiosks		315.00

LEAGUE SPORT FACILITIES

Sporting codes		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Korfball	Per court per year	3,459.00
Netball	Per court per year	3,459.00
Tennikoit	Per court per year	3,459.00
Tennis	Per court per year	3,990.00
Volleyball	Per court per year	3,459.00
Basketball or handball	Per court per year	3,459.00
Athletics		No annual rental fee applicable
Baseball (juniors)	Per diamond per year	5,320.00
Baseball (seniors)	Per diamond per year	5,320.00
Hockey	Per field per year	5,320.00
International korfball	or a rugby field size per year	7,974.00
Sporting codes		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Jukskei	Per pit per year	672.00
Cricket	<u>Cement pitch</u>	
	Per field per year	6,154.00
Bowls	<u>Turf pitch</u>	
	Per field per year	8,619.00
Rugby	Per green per year	15,959.00
Softball	Per field per year	8,503.00
Soccer	Per diamond per year	5,320.00
Parking area	Per field per year	8,503.00
	Per day	1,010.00

The above applies to facilities which can be reserved for a federation or affiliated club which are required for league purposes, but which are not conducive to a lease on a permanent basis.

Health Department (Health Services Division)

X-RAY SERVICES

The department does not have this capacity, since only one X-ray machine is working and it is unreliable. The X-ray service is no longer rendered to external clients.

Municipal Health Services Section

All amounts are rounded off.

A training fee is levied for training conducted in terms of legislation.

A fee is levied for services rendered at events in respect of food-handling businesses as this draws heavily on oper.

An inspection fee is levied for the service rendered for the first issuing of a certificate of acceptability at informal bus

An inspection fee is levied for the service rendered for the first issuing of a certificate of acceptability at formal busir

Fees are levied for final building inspections which draw heavily on operational resources.

Fees are levied for final exhumations conducted throughout Tshwane which draw heavily on operational re:

18.1 to 18.3: Services requested by residents will raise a tariff to set off the fees for the contractors rendering the service on behalf of the City.

Services rendered by the Health Department

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
1. Reissuing a certificate to food premises	845.00
2. Issuing an export certificate for foodstuffs	845.00
3. Sampling and analysis of water on request: Microbiological	1,710.00
4. Sampling and analysis of water on request: Chemical	2,380.00
5. Issuing a certificate to run childcare services	845.00
6. Issuing a certificate to run a home for the aged	845.00
7. Issuing a health certificate for tender purposes	845.00
8. Issuing a certificate for a funeral undertaker	845.00
9. Issuing a destruction of food certificate (letter) on request	845.00
10. Issuing a health certificate for a learning institution	845.00
11. Regulation 10(1) training fee per person	480.00
12. Inspection fee for issuing a certificate of acceptability (first issue) (informal)	845.00
13. Inspection fee for issuing a certificate of acceptability (first issue) (formal)	1,800.00
14. Fee payable per food-handling business at events	300.00
15. Fee payable for final building inspection of premises of less than 40 m ²	726.00
16. Fee payable for final building inspection of premises larger than 40 m ² , per m ² or part thereof	18.00
17. Exhumation fee	1,100.00
18. Collection and disposal of animals from private premises, on request	
18.1 Dogs, cats and similarly sized animals	200.00
18.2 Cattle, donkeys and similar sized animals	1,400.00
18.3 Sheep, goats, pigs and similarly sized animals	500.00

Building plans and related matters

Normal inflationary increases and cost of doing business.

Building plans and related matters

Particulars	With effect from 1 July 2020 to 30 June 2021	
	Total (VAT included) R	
Part A		
Applications in terms of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977), as amended:		
1. The tariffs for the evaluation and approval of building plans for all buildings, including outbuildings and covered stoeps		
(a) For a new building	Per m ² or part thereof	18.20
Subject to a minimum levy	Per application	726.00
(b) For an addition	Per m ² or part thereof for the additional area	18.20
Subject to a minimum levy	Per application	726.00
(c) For an alteration (with no additional area) including tenant or shop layout	Per application	726.00
(d) For an amended or revised plan (with no additional area)	Per application	726.00
(e) For an amended or revised plan (with additional area)	Per m ² or part thereof for the additional area	18.20
Subject to a minimum levy	Per application	726.00
(f) For the consideration of an application for extension of the approval period of a building plan in terms of Section 7(4) of the National Building Regulations and Building Standards Act, 1977, as amended	Per application	726.00
(g) For a low-cost housing project by or on behalf of any department or administration in the national, provincial or local government	Per application	No fee

Particulars		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
(h)	For a project other than a low-cost housing project by or on behalf of any department or administration in the national, provincial or local government Subject to a minimum levy	Per m ² or part thereof 9.00 726.00
		or as motivated by the Director General of such department or administration in the national, provincial or local government for the exemption of fees, subject to approval by the City Manager or Group Head: Economic Development and Spatial Planning
(i)	For all projects by the City of Tshwane	No fee
(j)	For the consideration of an application to commence or proceed with the erection of a building or part of a building before the granting of approval, as contemplated in Section 7(6) of the National Building Regulations and Building Standards Act, 1977, as amended Subject to a minimum levy	Per m ² 9.00 726.00
(k)	For the consideration of an application to use a building or part of a building before the certificate of occupancy has been issued, as contemplated in Section 14(1A) of the National Building Regulations and Building Standards Act, 1977, as amended Subject to a minimum levy	Per m ² or part thereof 9.00 726.00
(l)	For the consideration of an application to demolish or cause or permit a building or part of a building to be demolished, as contemplated in Regulation E1(1) of the National Building Regulations	Per application 726.00
(m)	For the consideration of an application for authorisation to exempt the owner of a building from the obligation to submit a building plan application in respect of the erection of a building as defined in the National Building Regulations as minor building work, as contemplated in Section 13 of the National Building Regulations and Building Standards Act, 1977, as amended, and including open-sided fabric-covered shelters for cars, caravans or boats, the installation of fuel pumps, fuel storage tanks and/or gas installations and antennas	Per application 726.00

Particulars		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
(n) For the consideration of an application to proceed with the erection and use of temporary buildings (<i>inter alia</i> including fences, hoardings and barricades to prevent the public from entering a construction site and to protect them from the activities on such site as well as structures at a private event hosted by a private individual or structures at a sporting, entertainment, recreational, religious, cultural, exhibitional, organisational or similar event hosted at a stadium, venue or along a route or within their respective precincts), as contemplated in Regulation A23(1) of the National Building Regulations (each individual structure will be considered as a separate application)	Per application	726.00
2. The minimum charge payable for any evaluation or consideration of any		726.00
3. For a reinspection due to defective work or any negligence on the part of the applicant, or if it is found that the building work is not ready for the inspection after such an inspection has been requested: per reinspection		363.00
4. In calculating any area referred to herein, the total dimensions of the building at each storey will be taken into account, provided that basement floors, mezzanine floors and galleries will be calculated as separate floor levels, but not including		
(a) the area of any external step or staircase;		
(b) any chimney breast;		
(c) any buttress;		
(d) any eave or any other projection to a maximum of 1 m;		
(e) any fence or wall constructed of any material and not exceeding 2,1 m in height at any point measured from the natural ground level;		
(f) any pergola;		
(g) any swimming pool;		
(h) any tennis court;		
(i) any open-sided fabric-covered shelter for cars, caravans or boats; or		
(j) any other structure or building that has no roof.		
5. The area of any work as referred to herein will be determined by the City of Tshwane and such determination will be final.		
6. Fees are due on submission of any application, and applications will only be processed upon payment of the prescribed fees and confirmation of payment.		
7. Charges payable for any examination or approval are not refundable under any circumstances except for the rectification of errors (overcharging) in the determination of the fees.		

Particulars	With effect from 1 July 2020 to 30 June 2021	
	Total (VAT included) R	
Part B		
Applications in terms of the Tshwane Town-planning Scheme, 2008 (revised 2014):		
1. Any permission in terms of Schedule 25 of the Tshwane Town-planning Scheme, 2008 (revised 2014)	Per application	925.00
2. Permission for the relaxation of a building line or set-back		
(a) Erf larger than 500 m ² :		
(i) Street	Per application	925.00
(ii) Side space	Per application	925.00
(iii) Rear space	Per application	925.00
(b) Erfs of 500 m ² and smaller:		
(i) Street	Per application	461.00
(ii) Side space: For a relaxation of more than 1 m	Per application	461.00
(iii) Rear space	Per application	461.00
(c) For low-cost housing projects by or on behalf of any department or administration in the national, provincial or local government:		
(i) Street	Per application	No fee
(ii) Side space	Per application	No fee
(iii) Rear space	Per application	No fee
3. Application in terms of the provisions of the Tshwane Town-planning Scheme, 2008 (revised 2014) for the approval of site development plans		
The tariff for the examination and approval of site development plans for all buildings, including outbuildings and covered stoeps		
(a) For a new building	Per m ² or part thereof	5.00
Subject to a minimum levy	Per application	925.00
(b) For additions	Per m ² or part thereof for the additional area	5.00
Subject to a minimum levy	Per application	925.00
(c) For alterations	Per application	925.00
(d) For an amended or revised site development plan (with no additional area)	Per application	925.00
(e) For an amended or revised site development plan (with additional area)	Per m ² or part thereof for the additional area	5.00
Subject to a minimum levy	Per application	925.00

Particulars		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
(f) For a project by or on behalf of any department or administration in the national, provincial or local government	Per m ² or part thereof for any new or additional area	2.50
Subject to a minimum levy	Per application	925.00
		or as motivated by the Director General of such department or administration in the national, provincial or local government for exemption of fees, subject to approval by the City Manager or Group Head: Economic Development and Spatial Planning
(g) For all projects by the City of Tshwane		No fee
<p>4. In calculating any area referred to herein, the total dimensions of the building at each storey will be taken into account, provided that basement floors, mezzanine floors and galleries will be calculated as separate floor levels, but not including</p> <p>(a) the area of any external step or staircase;</p> <p>(b) any chimney breast;</p> <p>(c) any buttress;</p> <p>(d) any eave or any other projection to a maximum of 1 m;</p> <p>(e) any fence or wall constructed of any material and not exceeding 2,1 m in height at any point measured from the natural ground level;</p> <p>(f) any pergola;</p> <p>(g) any swimming pool;</p> <p>(h) any tennis court;</p> <p>(i) any open-sided fabric-covered shelter for cars, caravans or boats; or</p> <p>(j) any other structure or building that has no roof.</p>		
<p>5. The area of any work as referred to herein will be determined by the City of Tshwane and such determination will be final.</p>		
<p>6. Fees are due on submission of any application, and applications will only be processed upon payment of the prescribed fees and confirmation of payment.</p>		
<p>7. Charges payable for any examination or approval are not refundable under any circumstances, except for the rectification of errors (overcharging) in the determination of the fees.</p>		

Outdoor advertising

The purpose of this motivation is to obtain approval to amend the existing tariff structure of the City of Tshwane for the examination and approval of outdoor advertising applications and agreements. Certain tariffs for outdoor advertising in terms of the existing approved tariff structure have to remain the same, and therefore no fee increases must be implemented in general. However, some of the other tariffs need to be amended in order to bring the tariff structure in line with market-related prices. Digital sign panels are a recent addition to the tariffs, as trends and technology are changing continuously, and companies have shown a keen interest in this advertising medium. However, the capex of these signs is very high, therefore there are no increases for this specific class of sign. In addition, certain amounts, including VAT, were rounded off to ensure ease of operations in terms of service delivery.

Outdoor advertising

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Basic fee Calculated in addition to the application fee	Per application	1,795.00
Appeal fee Applicable when an appeal is submitted for an advertising sign application	Per application	5,350.00
Annual consent fee Annual consent fee for a high-impact sign erected on private or other premises	Per sign per year	12,000.00
Application fee * Sign larger or equal to 18 m ² measured to ground level	Per m ²	175.00
Application fee * Sign smaller than 18 m ² measured to ground level	Per m ²	120.00
Application fee * Surface area of aerial sign	Per m ²	171.00
Application fee * Banner placed for the display of events	Per banner	535.00
Application fee * Construction site sign	Per street front	50,260.00
Application fee * Building wrap sign	Per elevation of	41,700.00
Application fee * Home undertaking sign (no basic fee)		950.00
Building plan fee Where required	As per approved tariffs of the Building Control Office	
Administrative fee Cession of an agreement	Per agreement	1,900.00
Height relaxation fee Sign that exceeds the prescribed height as described in by-laws or town-planning schemes, or by approved zoning of premises	As per approved tariffs of the Building Control Office	

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Building line relaxation fee Sign that encroaches the building line as defined in the Town-planning Scheme or approved zoning of premises	As per approved tariffs of the Building Control Office	
Advertising content renewal fee Change of advertising content of a sign	Per m ² of total sign area only per display, and not exceeding an amount of R10 000,00	35.00
Free-standing security sign at a suburb entrance (no basic fee)	Per sign	475.00
Poster Display of an auction poster per 14-day period	Per poster displayed as per prescribed period	31.00
Removal, disposal and/or confiscation of a sign Sign larger or equal to 18 m ² in total area Sign smaller than 18 m ² in total area	Per sign Per sign	12,500.00 5,010.00
Seizure of a poster (including an estate agent show house board and auction poster) Leaflet, pamphlet and handbill	Per poster Per sign	1,320.00 30.00
Non-permitted use Illegal erection of a sign on private or other premises	Per sign	Three times the monthly property rate
Registration of an estate agent		1,350.00
Agreement: Remuneration payable in terms of an approval and/or signed agreement		
Encroachment Encroachment of an advertising sign onto municipal property and/or a road reserve Encroachment of a flag onto municipal property and/or a road reserve	Per sign Per flag	1,130.00 110.00
Digital sign panel Digital sign smaller or equal to 18 m ² in total sign area Digital sign larger than 18 m ² and up to 36 m ² in total sign area Digital sign larger than 36 m ² and up to 54 m ² in total sign area Digital sign larger than 54 m ² and up to 81 m ² in total sign area Digital sign larger than 81 m ² in total sign area		16,500.00 19,250.00 22,000.00 28,000.00 35,000.00

		With effect from 1 July 2020 to 30 June 2021
		Total (VAT included) R
Pylon sign Approved on the road reserve and/or municipal property	Per sign per month	1,900.00
Service facility sign Approved on the road reserve and/or municipal property	Per sign per month	1,050.00
Undeveloped site rate per sign area Undeveloped site rate for a sign approved on the road reserve	Per m ²	174.00
Unsold advertising space per sign area Unsold advertising space on an advertising sign	Per m ²	165.00

* Basic fee to be paid together with application fee.

For sign types that have been awarded in terms of tenders, the pricing in the agreements signed by both parties is applicable.

ENVIRONMENT AND AGRICULTURE MANAGEMENT DEPARTMENT

RESORTS

- * An overall 5% increase is not recommended as the department still endeavors to align the rates of the various resorts. Tariff structures are also adjusted accordingly.
- * Groups of visitors consisting of more than ten persons are urged not to pay with cash to lessen the risk of theft. Therefore, a 5% discount on all admission fees is granted when paying by credit or debit card.
- * A monthly rental has been introduced at all the caravan parks.
- * The tariff for cleaning buses, trailers, etc is being expanded to include a variety of services.
- * The tariff for staying in huts has been discontinued as the huts are no longer available.

NATURE RESERVES

Rietvlei Nature Reserve

- * The tariffs for season tickets has not been increased to promote the sale thereof.
- * There is currently no demand for overnight hiking trails and the tariff therefore remains unchanged from the previous year.
- * Horse trails have been abandoned.
- * The tariff for environmental education has not been increased to encourage attendance thereof.
- * The rental fee for the lapa has been increased as the tariff per person has been cancelled.
- * The tariff for selling game carcasses has been expanded to include zebra.

Groenkloof Nature Reserve

- * A new tariff structure has been implemented to make provision for the new self-catering house which became available in the reserve.

Faerie Glen Nature Reserve, Moreletakloof and Strubendam

- * The increase as proposed by Group Financial Services is supported.
- * The tariff for group hire is probably too high as there were no applications or enquiries regarding this activity.

OCCASIONAL RENTAL OF PARK PREMISES

- * The 5% increase is supported whilst the refundable damage deposit stays the same as it is hardly ever forfeited.
- * The fee for group hire is probably too high as no interest was shown for this activity.

BOOYSENS NURSERY

- * The proposed increase is supported.
- * The lecture hall was damaged and is no longer available for any activities.

ATMOSPHERIC EMISSION LICENCE (AEL) PROCESSING FEES

No tariff increase is proposed as the tariffs are determined by the National Environment Management: Air Quality Act, 2004 (Act 39 of 2004).

Environment and Agriculture Management Department

PART A: RESORTS

The Director: Resorts Operations or his/her proxy may, at the written request of organisations or groups, grant a discount on all items in Part A as per the approved discount policy, as per Annexure 13.2

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
A.	FOUNTAINS VALLEY RESORT	
	Facilities	
	a. Ablution and toilet facilities	
	b. Barbeque facilities	
	c. Swimming pool	
	d. Undercover lapas	
	e. Power points for hire	
	f. Historical assets	
	i. Old pump house	
	ii. Fountains	
	g. Mountain biking	
	h. Nature trails	
	i. Children's play parks	
	j. Caravan park	
	i. Ablution facilities	
	ii. Power points	
	iii. Shaded camping stands	
	k. Shaded open area	
	l. Natural landscape	
1.	Admission fee Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day 1 July to 30 June (including public holidays)	
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
1.2	Alternative admission fee applicable to Items 1.1 a, b and c (To streamline entrance control on busy days)	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.	3,500.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.3	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per bicycle club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
2.	Resort bookings for events	
a	Large functions (lessee may charge an admission fee)	101,000.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site after a festival within one day.	39,000.00
3.	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day.	1,700.00
4.	Caravan park (tariffs payable in advance)	
4.1	Per tent or caravan with four persons or less per night	
a	1 to 6 nights	185.00
b	7 to 13 nights	175.00
c	14 to 60 nights	155.00
d	30 days (per month)	4,650.00
4.2	If there are more than four persons, an additional amount per person per night will be payable for every additional person.	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
4.3	Each additional car for campers, whether their own car or that of a guest (per car)	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
5.	Rondavel (self-catering, maximum of four persons)	
a	Rondavel, per night	330.00
b	Refundable key deposit	225.00
c	Refundable damage deposit	335.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
6.	Discounts for caravan park	
a	Persons 60 years and older who can produce proof thereof, and persons with disabilities (Only applicable to Items 4.1 a, b, c; 4.2 a, b, c and 4.3 a, b, c)	30% discount
b	Organised gatherings of recognised caravan clubs that apply formally 11 to 29 caravans, per gathering 30 caravans and more, per gathering	15% discount 30% discount
c	Maximum camping period: 60 days per calendar year per responsible person or living unit Written applications to stay longer than 60 days per calendar year per responsible person or living unit can be addressed to the Director: Resorts Operations for approval.	
7.	Lapas and power points	
a	Denneboom lapa (capacity: 150 persons)	2,700.00
b	Wilgers II lapa (capacity: 100 persons) (no tables or chairs)	2,035.00
c	Playground lapa (capacity: 80 persons)	1,840.00
d	Driehoek lapa (capacity: 60 persons) (no chairs and tables)	1,775.00
e	Erecting marquee tent per day for special events (applicant must provide own tent)	405.00
f	Light poles with power points (must still pay normal admission fee)	265.00
g	Refundable damage deposit for each shelter	895.00
h	Celtis lapa (free admission to 80 persons)	2,235.00
i	Per person to visit lapa (if capacity of approved number of persons per lapa is exceeded)	37.00
j	Washing machine tokens	20.00
8.	Film shoots	
8.1	Commercial film recordings (advertising, movies, music DVD, etc)	
a	Rental of terrain, per day	1,300.00
b	Refundable damage deposit, per booking. Only refunded if the area is left clean and tidy with no damage.	1,070.00
c	PLUS normal admission fee per person, per day	
DISCOUNT		
A 50% discount can be granted on any lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
B. DERDEPOORT RESORT		
	Facilities	
	a. Ablution and toilet facilities	
	b. Barbeque facilities	
	c. Swimming pool	
	d. Undercover lapas	
	e. Power points for hire	
	f. Historical assets	
	g. Children's play parks	
	h. Tea garden and/or restaurant	
	i. Caravan park	
	i. Ablution facilities	
	ii. Power points	
	j. Shaded open area	
	k. Natural landscape	
	l. Nature trails	
	m. Youth camp	
1.	Admission fee Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day 1 July to 30 June (including public holidays)	
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
1.2	Alternative admission fee applicable to Items 1.1 a, b and c (To streamline entrance control during busy days)	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers	3,500.00
e	Youth camp (per person, per day)	79.00
e.1	Refundable damage deposit for youth camp, less than 40 persons	1,055.00
e.2	Refundable damage deposit for youth camp, 40 persons and more If the number of passengers can be counted at a glance and does not exceed 40 persons, there will be a choice of payment: per head, or per bus or minibus.	3,165.00
1.3	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per bicycle club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
2.	Group hire	
a	Rental of grounds for large groups (excluding lapas) up to a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the	1,700.00
c	Erecting marquee tent per day for special events (applicant must provide own tent)	405.00
d	Light poles with power points (must still pay normal admission fee)	265.00
3.	Caravan park (tariffs payable in advance)	
3.1	Per tent or caravan with four persons or less per night:	
a	1 to 6 nights	185.00
b	7 to 13 nights	175.00
c	14 to 60 nights	155.00
d	30 days (per month)	4,650.00
3.2	If there are more than four persons, an additional amount per night will be payable for every additional person.	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
3.3	Each additional car for campers, whether their own car or that of a guest (per car)	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
4.	Discounts for caravan park	
a	Per person, 60 years and older who can produce proof thereof, and persons with disabilities (Only applicable to Items 3.1 a, b, c; 3.2 a, b, c and 3.3 a, b, c)	30% discount
b	Organised gatherings of recognised caravan clubs that apply formally: 11 to 29 caravans, per gathering 30 caravans and more, per gathering	15% discount 30% discount
c	Maximum camping period: 60 days per calendar year per responsible person or living unit Written applications to stay longer than 60 days per calendar year per responsible person or living unit can be addressed to the Director: Resorts Operations for approval.	
5.	Lapas and power points	
a	Sekelbos lapa (capacity: 150 persons)	2,480.00
b	Doringbos lapa (capacity: 50 persons)	1,690.00
c	Maroela lapa (capacity: 80 persons)	2,140.00
d	Cowshed (not for social functions and no free admission)	1,015.00
e	Farmhouse conference room	
e.1	Conference rooms (1 to 30 persons)	790.00
e.2	Conference rooms (more than 30 persons), per person	37.00
f	Refundable damage deposit for conference room	850.00
g	Per person to visit lapa or conference room (if capacity of approved number of persons per lapa or conference room is exceeded)	37.00
h	Refundable damage deposit for each shelter	895.00
6.	Animal farm play area, per occasion	740.00

	With effect from 1 July 2020 until 30 June 2021	
	Total (VAT included) R	
DISCOUNT		
A 50% discount can be granted on any lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		
C. MORETELE RESORT		
Facilities		
a. This resort is well equipped to handle large functions, like music festivals.		
b. Ablution and toilet facilities		
c. Barbeque facilities		
d. Swimming pool		
e. Community centre for hire		
f. Power points for hire		
g. Children's play parks		
h. Mountain hiking		
i. Shaded open area		
j. Natural landscape		
k. Youth camp		
i. Chalets		
ii. Ablution facilities		
iii. Well-equipped kitchen		
l. Large shelter and/or open hall		
1.	Admission fee	
Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).		
1.1	Per day	
1 July to 30 June (including public holidays)		
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
1.2	Alternative admission fee applicable to Items 1.1 a, b, c, d and e (To streamline entrance control on busy days)	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers	3,500.00
If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.3	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 0 to 2 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
2.	Resort bookings for large events	
a	Large music functions (lessee may charge an admission fee)	101,000.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day of an event.	39,000.00
3.	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day.	1,700.00
4.	Chalets (fully equipped with furniture, cutlery and linen, self-catering) (Maximum of six persons)	
a	Per chalet, per night	900.00
	A 40% discount can be granted if the chalet is used on a same-day, booking-and-occupation basis (the booking is <u>not</u> made in advance), per chalet, per night	540.00
b	Refundable damage deposit	635.00
5.	Youth camp, per night	
a	Per child, 6 to 17 years (Minimum 10, maximum 20 per chalet)	18.00
b	Per adult, 18 years and older (Minimum 10, maximum 20 per chalet)	34.00
6.	Lapas and power points	
a	Youth camp shelter	1,525.00
b	Three Trees lapa	1,425.00
c	Erecting marquee tent per day for special events (applicant must provide own tent)	405.00
d	Light poles with power points (no free admission)	265.00
e	Refundable damage deposit for each shelter	895.00
f	Per person to visit lapa (if capacity of approved number of persons per lapa is exceeded)	37.00
7.	Community hall	
a	Rental, per day	1,805.00
b	Refundable damage deposit	895.00
DISCOUNT		
A 50% discount can be granted on any lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
D. JOOS BECKER CARAVAN PARK		
Facilities		
a. Ablution and toilet facilities		
b. Barbeque facilities		
c. Swimming pool		
d. Undercover lapas		
e. Children's play parks		
f. Power points		
g. Shaded camping stands		
h. Shaded open area		
1 July to 30 June (including public holidays)		
1.	Caravan park (tariffs payable in advance)	
1.1	Per tent or caravan with four persons or less per night	
a	1 to 6 nights	185.00
b	7 to 13 nights	175.00
c	14 to 60 nights	155.00
d	30 nights (per month)	4,650.00
1.2	If there are more than four persons, an additional amount per night will be payable for every additional person.	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
1.3	Each additional car for campers, whether their own car or that of a guest (per car)	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
2.	Overnight accommodation, per room, per night (Maximum of two persons)	
a	Mondays to Thursdays	360.00
b	Weekends and public holidays	430.00
c	Per month	4,530.00
d	PLUS refundable key deposit	225.00
e	PLUS refundable damage deposit	460.00
f	For any seven nights continuously	1,060.00
3.	Tour buses	
a	Per bus, per night, per stand	195.00
b	Per bus, per week, per stand	960.00
c	Per person	43.00
d	Cleaning of bus and laundry (bedding), per bus – small	1,870.00
e	Cleaning of bus and laundry (bedding), per bus – large	3,730.00
f	Cleaning of bus only, per bus – small	450.00
g	Cleaning of bus only, per bus – large	850.00
h	Laundry only (no cleaning of bus)	1,350.00
i	Cleaning of cutlery only (per day)	100.00
j	Cleaning of bus trailer (once-off)	650.00
k	Washing machine tokens	20.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
4.	Discounts for caravan park	
a	Persons 60 years and older who can produce proof thereof, and persons with disabilities (Only applicable to Items 1.1 a, b, c; 1.2 a, b, c; 1.3 a, b, c and 2 a, b, f)	30% discount
b	Organised gatherings of recognised caravan clubs that apply formally 11 to 29 caravans, per gathering 30 caravans and more, per gathering	15% discount 30% discount
c	Maximum camping period: A total of 60 days per calendar year per responsible person or living unit Written applications to stay longer than 60 days per calendar year per responsible person or living unit can be addressed to the Director: Resorts Operations for approval.	
5.	Lapas, shelters and power points	
a	Rental per shelter	1,410.00
b	Refundable damage deposit for each shelter	895.00
DISCOUNT		
A 50% discount can be granted on any lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		
E. GA-MOTHAKGA RESORT		
Facilities		
a. Ablution and toilet facilities		
b. Barbeque facilities		
c. Swimming pools		
d. Undercover shelter (lapa)		
e. Children's play parks		
f. Open area		
1.	Admission fee Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day 1 July to 30 June (including public holidays)	
a	Per person, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
1.2	Alternative admission fee applicable to Items 1.1 a, b and c (To streamline entrance control on busy days)	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.	3,500.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.3	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 0 to 2 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per bicycle club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
1.4	Resort bookings for large events	
a	Large functions (lessee may charge an admission fee)	101,000.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within three days of an event.	39,000.00
1.5	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the	1,700.00
2.	Lapa and power points	
a	Ga-Mothakga lapa (capacity: 200 persons)	1,805.00
b	Per person to visit lapa (if capacity of approved number of persons per lapa is exceeded)	37.00
c	Erecting marquee tent per day for special events (applicant must provide own tent)	405.00
d	Light poles with power points	265.00
e	Refundable damage deposit for each shelter	895.00
DISCOUNT		
A 50% discount can be granted on any lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		
F. KWAGGASPRUIT AND KLIP-KRUISFONTEIN RESORT		
Facilities		
a. Ablution and toilet facilities		
b. Barbeque facilities		
c. Children's play parks		
d. Shaded open area		
e. Natural landscape		
1.	Admission fee	
Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).		
1.1	Per day	
1 July to 30 June (including public holidays)		
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.2	Alternative admission fee applicable to Items 1.1 a, b, c	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.	3,500.00
1.3	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 0 to 2 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per bicycle club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
1.4	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the	1,700.00
c	Power points	265.00
<p>REFUNDABLE DAMAGE DEPOSIT</p> <p>The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.</p>		
G. ZWARTKOP LAPA RESORT		
Facilities		
a. Ablution and toilet facilities		
b. Barbeque facilities		
c. Undercover shelter (lapa)		
d. Children's play parks		
e. Shaded open area		
f. Natural landscape		
1.	Admission fee	
Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).		
1.1	Per day	
1 July to 30 June (including public holidays)		
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.2	Alternative admission fee applicable to Items 1.1 a, b and c	
a	Per minibus	480.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers	3,500.00
	If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.	
1.3	Dog walking	
a	Per person	37.00
1.4	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 0 to 2 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
1.5	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the	1,700.00
2.	Caravan park (tariffs payable in advance)	
2.1	Per tent or caravan with four persons or less per night	
a	1 to 6 nights	185.00
b	7 to 13 nights	175.00
c	14 to 60 nights	155.00
d	30 nights (per month)	4,650.00
2.2	If there are more than four persons, an additional amount per night will be payable for every additional person.	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
2.3	Each additional car for campers, whether their own car or that of a guest (per car)	
a	1 to 6 nights	43.00
b	7 to 13 nights	38.00
c	14 to 60 nights	36.00
3.	Discounts for caravan park	
a	Persons 60 years and older who can produce proof thereof (Only applicable to Items 2.1 a, b, c, d; 2.2 a, b, c and 2.3 a, b, c)	30% discount
b	Organised gatherings of recognised caravan clubs that apply formally 11 to 29 caravans, per gathering 30 caravans and more, per gathering	15% discount 30% discount
c	Maximum camping period: 60 days per calendar year per responsible person or living unit Written applications to stay longer than 60 days per calendar year per responsible person or living unit can be addressed to the Director: Resorts Operation for approval.	

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
4.	Lapa and power points	
	Zwartkop lapa (capacity: 200 persons)	3,200.00
a	Zwartkop lapa (hourly daytime rate)	400.00
b	Erecting marquee tent per day for special events (applicant must provide own tent)	405.00
c	Light poles with power points (no free admission fee)	265.00
d	Refundable damage deposit for each shelter (50% discount when the same person books for both the Friday and Saturday)	895.00
e	Per person to visit lapa (if capacity of approved number of persons per lapa is exceeded)	37.00
DISCOUNT		
A 50% discount can be granted on the lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		
H. ROOIHUISKRAAL HISTORICAL TERRAIN		
Facilities		
	a. Ablution and toilet facilities	
	b. Barbeque facilities	
	c. Undercover lapas	
	d. Power points for hire	
	e. Animal petting zoo and animal farm	
	f. Children's play parks	
	g. Shaded open area	
	h. Natural landscape	
1.	Admission fee	
	Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day	
	1 July to 30 June (including public holidays)	
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
1.2	Admission fee: South African Reptile Park	
a	Guided tour, per guide	50.00
1.3	Alternative admission fee applicable to Items 1.1 a, b and c	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers	3,500.00
	If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.	

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.4	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 0 to 2 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per bicycle club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
1.5	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the	1,700.00
2.	Children's farm Educational facility, Mondays to Fridays	
	Daily hour tariff	20.00
	Monthly tariff	250.00
a	School groups or children visiting the animal farm or petting zoo, per person	6.00
3.	Lapas and power points	
a	Groot Stal (free admission to 200 persons)	2,400.00
	Daily hour tariff	400.00
b	Piet Lapa (capacity: 80 persons)	1,400.00
	Daily hour tariff	200.00
	Klein Stal (free admission to 100 persons)	1,500.00
c	Daily hour tariff	200.00
d	Erecting marquee tent per day for special events (applicant must provide own tent)	405.00
e	Light poles with power points (no free admission)	265.00
f	Refundable damage deposit for each shelter (50% discount when the same person books for both the Friday and Saturday)	895.00
g	Farmhouse conference rooms (1 to 30 persons)	790.00
h	Conference rooms (more than 30 persons), per person	37.00
i	Refundable damage deposit for conference rooms	850.00
j	Per person to visit lapa or conference room (if capacity of approved number of persons per lapa or conference room is exceeded)	37.00
DISCOUNT		
A 50% discount can be granted on the lapa or shelter if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
I. DIE DRAAI RESORT		
	Facilities	
	a. Ablution and toilet facilities	
	b. Barbeque facilities	
	c. Children's play parks	
	d. Natural landscape	
1.	Admission fee Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day 1 July to 30 June (including public holidays)	
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
1.2	Alternative admission fee applicable to Items 1.1 a, b and c (To streamline entrance control on busy days)	
a	Per minibus	450.00
b	Per coaster	880.00
c	Per large bus	1,750.00
d	Per double decker or articulated bus with more than 30 passengers If the number of passengers can be counted at a glance, there will be a choice of payment: per head, or per bus or minibus.	3,500.00
1.3	Annual ticket (valid for 12 months) (not exceeding 25 visits per annum)	
a	Per adult, 18 years and older	720.00
b	Per child, 7 to 17 years	320.00
c	Per preschool child, 0 to 2 years	Free of charge
d	Per family (maximum of six persons)	1,710.00
e	Per bicycle club (maximum of 20 persons)	5,075.00
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	480.00
2.	Resort bookings for events	
a	Large functions (lessee may charge an admission fee)	101,000.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day of an event.	39,000.00
3.	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day of an event.	1,700.00
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
J. BRONKIES ANGLING AREA		
Proclaimed nature reserve Angling area, camping		
1.	Admission fee Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day 1 July to 30 June (including public holidays)	
a	Per adult, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00
2.	Camping fees	
a	Campsite without electricity	56.00
b	Campsite with electricity	104.00
3.	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day of an event.	1,700.00
4.	Water vehicles	
a	Canoe, per canoe per day	32.00
b	Motorboats, per boat per day	80.00
K. RIETVLEI ANGLING AREA		
Facilities		
a. Ablution and toilet facilities		
b. Barbeque facilities		
c. Angling		
d. Shaded camping stand		
e. Natural landscape		
f. Chalets		
1.	Admission fee 1 July to 30 June (including public holidays) Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
1.1	Per day	
a	Per person, 18 years and older	37.00
b	Per child, 7 to 17 years	23.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	23.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.2	Penalty fee for exceeding visiting hours, per vehicle	160.00
1.3	Season tickets (valid for six months, unlimited day entrance only)	
a	Per adult	900.00
b	Per person, 60 years and older who can produce proof thereof, persons with disabilities, and children	420.00
1.4	Chalets (fully equipped with furniture, cutlery and linen, self-catering) (Maximum of six persons) No children under 17 allowed without adult supervision.	
a	Per chalet, per night	900.00
b	A 40% discount can be granted if a chalet is used on a same-day, booking-and-occupation basis (the booking is <u>not</u> made in advance), per chalet, per night	540.00
c	Refundable damage deposit, per booking. Only refunded if the chalet is left clean and tidy with no damage.	635.00
2.	Camping	
a	Per adult, 18 years and older, per night	130.00
b	Per child, 7 to 17 years, per night	65.00
c	Per preschool child, 2 to 6 years	30.00
d	Infants, 0 to 2 years	Free of charge
e	Per vehicle	50.00
	Maximum camping period: A total of 30 days per calendar year per responsible person or living unit.	
3.	Group hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 500 persons (lessee not allowed to charge an admission fee)	10,700.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day of an event.	1,700.00
4.	All nature trails	
4.1	Admission fee	
a	Per person, per ride	37.00
REFUNDABLE DAMAGE DEPOSIT		
The Director: Resorts Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
PART B: NATURE RESERVES		
The Director: Nature Conservation or his/her proxy may, at the written request of organisations or groups, grant a discount on all items in Part B as per the approved discount policy, as per Annexure 13.2		
A. RIETVLEI NATURE RESERVE		
(4 000 ha proclaimed nature reserve, 1 500 head of game, mainly highveld species)		
1.	Admission fee per day 1 July to 30 June (including public holidays)	
	Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
	Activities: Game drive in own vehicle, bird watching, picnicking, braai facilities	
a	Per adult, 18 years and older	64.00
b	Per child, 7 to 17 years	37.00
c	Per preschool child, 2 to 6 years	10.00
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	37.00
2.	Season tickets (six months only, unlimited day entrance only)	
a	Per adult	900.00
b	Per pensioner, person with disability or child	420.00
c	Penalty fee for visitors who do not comply with prescribed hours	320.00
3.	Tours	
	Escorted group tours, organised groups with vehicle from reserve (all group tours to be booked in advance)	
3.1	Tours in the reserve	
a	Organised group tour (with private vehicle), per person	
b	Guide per tour group	220.00
c	Organised group of children, 0 to 6 years, per child	11.00
3.2	Lion camp tours (on vehicle, guided)	
a	Per adult, 18 years and older	60.00
b	Per child, 7 to 17 years	35.00
c	Per preschool child, 2 to 6 years	10.00
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	35.00
4.	Daily hiking trails	
	Guided hike: Approximately four hours (Minimum of 10 and maximum of 15 persons)	
a	Per person	100.00
b	Non-refundable deposit per booking	500.00
5.	Overnight hiking trails	
	Guided hike: Two nights (Minimum of 6 and maximum of 8 persons)	
a	Per person, per booking	300.00
b	Non-refundable deposit per booking and/or weekend	500.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
6.	Game drives (± two hours with guide, self-catering) (Minimum of 10 and maximum of 22 persons)	
a	Admission (per person)	240.00
b	Non-refundable deposit per booking	800.00
7.	Environmental education (Must be booked in advance, only for children aged 7 to 17)	
7.1	Day groups, programmes (Minimum of 10 and maximum of 120 children)	
	Admission fee	
a	Per child	20.00
b	Adults accompanying groups, per adult (first two adults free of charge)	65.00
c	Qualified environmental guide	220.00
d	Deposit per booking	300.00
8.	Training facilities Lecture room, seating a maximum of 66 persons, with audiovisual equipment	
a	Hire of lecture room per day or part of the day (maximum 66 persons) (use of lapa not included)	1,500.00
9.	Commercial film recordings (advertising, movies, music DVD, etc)	
a	Rental of terrain, per day	2,000.00
b	Refundable damage deposit, per booking. Only refunded if the area is left clean and tidy with no damage.	1,000.00
c	PLUS normal admission fee per person, per day	
10.	Selling of game carcasses (Any species of carcass skinned, dressed and inspected according to health regulations and certified.)	
a	All carcasses except zebra	28.00
a.1	Zebra, per kilogram	12.00
11.	Selling of firewood	
a	Selling of brochures (extra brochures not issued as part of entrance fee)	15.00
12.	Lapas, only available until midnight	
12.1	Main lapa (maximum of 200 persons) with kitchen, toilets, braai facilities, walk-in fridge, stove, firewood and eight tables	
a	Rental, per day or part thereof (admission fee excluded)	4,500.00
b	Refundable damage deposit per booking (The deposit is forfeited when the booking is cancelled.)	3,000.00
12.2	Ts'hukudu lapa (maximum of 60 persons) with braai facilities, toilets, tables and chairs	
a	Rental, per day or part thereof	1,582.50
b	Damage deposit per booking (The deposit is forfeited when the booking is cancelled.)	1,200.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
13.	Admission of Friends or project groups	
a	Free entry will be granted to members of non-governmental organisations (NGOs) when participating in projects as agreed upon by the City of Tshwane. Proof of membership will be required.	Free of charge
DISCOUNT		
A 50% discount can be granted on the lapa if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Nature Conservation Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		
B. GROENKLOOF NATURE RESERVE		
(600 ha proclaimed nature reserve, 300 head of game, middle veld habitat)		
From 1 July to 30 June (including public holidays)		
1.	4x4 trail	
a	Per vehicle	127.00
b	Per adult, 18 years and older	47.00
c	Per child, 7 to 17 years	30.00
d	Per preschool child, 2 to 6 years	15.00
e	Per infant, 0 to 2 years	Free of charge
f	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	30.00
g	Recovery of 4x4 vehicles on route	528.00
2.	Admission	
	Activities: Day hiking trails and mountain biking trails (Maximum of 20 persons)	
2.1	Admission fee per day	
	Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
a	Per adult, 18 years and older	47.00
b	Per child, 7 to 17 years	30.00
c	Per preschool child, 2 to 6 years	15.00
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	30.00
2.2	Monthly ticket	
a	Per adult, 18 years and older	287.00
b	Per child, 7 to 17 years	196.00
c	Per preschool child, 2 to 6 years	65.00
d	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	196.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
3.	Overnight hiking trails, mountain bike trails and 4x4 nature trail (Maximum of 12 persons – overnight hut sleeps 12 people – and self-catering)	
3.1	Admission fee, per person	
a	Per person, per night	106.00
b	Refundable damage deposit, per facility. Only refunded if the facility is left clean and tidy with no damage.	770.00
c	Day hiking trails, per guide extra	222.00
3.2	Annual ticket (all reserves)	
a	Per adult, 18 years and older	1,071.00
b	Per child, 2 to 12 years	405.00
c	Per child, 13 to 15 years	667.00
d	Per child, 16 to 17 years	881.00
e	Family of 4 (2 adults + 2 children)	1,045.00
f	Family of 2 (1 adult + 1 child)	517.00
4.	Environmental education (no guide fee and two adults free of charge)	
a	Children of school-going age	42.00
b	Day group, per person	42.00
c	Overnight, per person	70.00
d	Adult accompanying group, per adult	81.00
e	Guided day hike (four hours, includes guides)	74.00
4.1	Bamber group camp	
a	Per person or child	81.00
b	Adult accompanying group, per adult	116.00
c	Per guide	222.00
d	Refundable damage deposit	1,181.00
5.	Crockery hire	
a	Crockery hire, 0 to 25 people	673.00
b	Crockery hire, 26 to 50 people	1,012.00
c	Crockery hire, 51 to 75 people	1,372.00
d	Deposit for crockery hire	1,182.00
6.	Day drive with tractor and trailer for children through Groenkloof Nature Reserve, approximately two hours	
a	Per child	40.00
7	Film shoots	
7.1	Commercial film recordings (advertising, movies, music DVD, etc)	
a	Rental of terrain, per day	1,372.00
b	Refundable damage deposit, per booking. Only refunded if the area is left clean and tidy with no damage.	1,129.00
c	PLUS normal admission fee per person, per day	
7.2	Professional photo shoot (engagements, weddings, matric farewells, etc)	
a	Per shoot, per day	127.00
b	PLUS normal admission fee per person, per day	

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
8.	Horse trail (guided)	
a	Day trail: two-hour trail includes guide for four to eight persons	169.00
b	Day trail per hour	116.00
c	Overnight trail: Per person, per night – maximum of four hours	317.00
d	Pony ride for children (ten minutes)	47.00
9.	Night drives	
a	Per person, including use of lapa until 23:00	155.00
10.	Lapa hire (during the day)	
a	1 to 15 persons	1,002.00
b	16 to 30 persons	1,730.00
c	31 to 60 persons	2,500.00
d	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	844.00
11.	Self-catering accommodation house 2 (fully equipped with furniture, cutlery and linen, self-catering) (Maximum of six persons) No children under 17 allowed without adult supervision.	
a	Per person, per night	850.00
b	If used on a same-day, booking-and-occupation basis (the booking is <u>not</u> made in advance), per person, per night	450.00
c	Refundable damage deposit, per booking. Only refunded if the chalet is left clean and tidy with no damage.	1,000.00
12.	Admission of Friends or project groups	Free of charge
a	Free entry will be granted to members of non-governmental organisations (NGOs) when participating in projects as agreed upon by the City of Tshwane. Proof of membership will be required.	
13.	Group and/or terrain hire	
a	Rental of grounds for large groups (excluding lapas) for a maximum of 100 persons (lessee not allowed to charge an admission fee)	9,495.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day.	7,385.00
DISCOUNT		
A 50% discount can be granted on the lapa if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.		
REFUNDABLE DAMAGE DEPOSIT		
The Director: Nature Conservation Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
C. FAERIE GLEN NATURE RESERVE, MORELETA KLOOF AND STRUBENDAM		
(Proclaimed nature reserve, hiking trails)		
1.	Admission fee per day 1 July to 30 June (including public holidays)	
	Day visitors and groups of ten or more paying with a debit or credit card will receive a 5% discount on the daily admission fee at all the facilities (admission fee only).	
a	Per adult, 18 years and older	16.00
b	Per child, 7 to 17 years	6.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	6.00
2.	Admission fee per season, unlimited visits (per annum)	
a	Per adult, 18 years and older	400.00
b	Per child, 7 to 17 years	250.00
c	Per preschool child, 2 to 6 years	Free of charge
d	Per infant, 0 to 2 years	Free of charge
e	Per person, 60 years and older who can produce proof thereof, and persons with disabilities	250.00
3.	Dog permit (calender year, 12 months)	
a	Per permit, maximum of two dogs	100.00
4.	Hiking trail	
a	Guide, per hike	220.00
5	Film shoots	
5.1	Commercial film recordings (advertising, movies, music DVD, etc) (Including Strubendam Bird Sanctuary)	
a	Rental per day, PLUS normal admission fee	2,000.00
b	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	1,000.00
c	PLUS normal admission fee per person, per day	
5.2	Professional photo shoot (engagements, weddings, matric farewells, etc) (Including Strubendam Bird Sanctuary)	
a	Per shoot, per day	130.00
b	PLUS normal admission per person, per day	
6.	Admission of Friends or project groups	
a	Free entry will be granted to members of non-governmental organisations (NGOs) when participating in projects as agreed upon by the City of Tshwane. Proof of membership will be required.	Free of charge
7	Group and/or terrain hire	
a	Rental of grounds for large groups (excluding lapas) (minumum of 30 and maximum of 80 persons (lessee not allowed to charge an admission fee)	3,000.00
b	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day.	2,000.00

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
DISCOUNT	
<p>A 50% discount can be granted on the lapa if it is used on a same-day, booking-and-occupation basis. Guests must also pay the appropriate admission fee in such cases.</p> <p>REFUNDABLE DAMAGE DEPOSIT</p> <p>The Director: Nature Conservation Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.</p>	

		With effect from 1 July 2020 until 30 June 2021			
		Total (VAT included) R			
PART C: HORTICULTURAL SERVICES					
The Divisional Head: Environmental Management and Parks or his/her proxy may, at the written request of organisations or groups, grant a discount as per the approved discount policy in Annexure H 13 on all items appearing in Part C.					
1. REMOVAL OF TREES					
1.1	Trees may be removed from municipal road reserves after considering all factors. Should approval be granted, the cost of the removal of the tree(s) will be determined by applying the Helliwell Tree Evaluation criteria, plus labour and				
	Tree evaluation				
	1	2	3	4	
1.	Size of tree (Circumference, height, width of trunk)	0 to 4 m	4 to 8 m	8 to 16 m	16 m+
2.	Useful life expectancy (years)	1 to 20	20 to 40	40 to 100	100 +
3.	Importance of position in landscape (Position, function)	None	Some	Considerable	High
4.	Presence of other trees in the area	10+	4 to 10	1 to 4	0
5.	Relation to the setting (Position, leaves, cover)	Poor	Suitable	Good	Excellent
6.	Form (Shape, size, height)	Poor	Average	Good	Excellent
7.	value/species	None	Little	Reasonable	Quite
	1 x 2 x 3 x 4 x 5 x 6 x 7 = TOTAL x 12 = TOTAL IN RAND				
	Plus cost per unit for labour				
	Plus cost per unit for transport				
1.2	Cutting trees as part of a rehabilitation programme in natural areas: Amount will be determined according to the size of the area that a contractor applies for.				
1.2.1	Refundable damage deposit				
a	Minimum, per site			2,124.00	
b	Maximum, per site			43,000.00	
2. OCCASIONAL RENTAL OF PARK PREMISES					
1 July to 30 June (including public holidays)					
2.1	Occasional hiring of suburban parks and open premises, per function, per day or part thereof				
2.1.1	Suburban parks and open premises				
a	Application admin fee (non-refundable, payable when application is submitted)			180.00	
b	Rental (including marches, pickets, strikes, church services and lockouts)			1,100.00	
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.			850.00	
2.1.2	Art exhibitions, potpourri markets, fetes and circuses				
a	Application admin fee (non-refundable, payable when application is submitted)			180.00	
b	Rental, per day or part thereof			2,300.00	
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.			2,000.00	

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
2.1.3	Occasional rentals of ornamental parks and squares for functions	
a	Application admin fee (non-refundable, payable when application is submitted)	180.00
b	Rental, per day or part thereof	2,500.00
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	1,000.00
2.1.4	Group hire	
a	Application admin fee (non-refundable, payable when application is submitted)	180.00
b	Rental of grounds for large groups for a maximum of 500 persons (lessee not allowed to charge an admission fee)	11,000.00
c	Rental of grounds for large groups for a maximum of 500 persons (lessee allowed to charge an admission fee)	100,000.00
d	Refundable damage deposit. Refundable on condition that the lessee cleans the site within one day of an event.	2,000.00
2.1.5	Informal events	
a	Application admin fee (non-refundable, payable when application is submitted)	180.00
b	Informal events, for example baby showers, kitchen teas, funeral lunches, etc	530.00
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damages.	500.00
2.1.6	Rental of parks for children's parties where jumping castles, water slides, pony rides, etc are used (only between 08:00 and 18:00). No tents allowed, only gazebos.	
a	Application admin fee (non-refundable, payable when application is submitted)	180.00
b	Rental	Free of charge
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	950.00
d	Electricity, per day or part thereof (only when available) (Users must supply their own extension cords, etc)	90.00
2.1.7	Rental of parks for the temporary dumping of ground and building material, etc	
2.1.7.1	Non-City of Tshwane projects	
a	Application admin fee (non-refundable, payable when application is submitted)	180.00
b	Dumping on undeveloped open space next to residential property	180.00
c	Dumping on all other parks or open spaces	250.00
d	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	
d.1	Minimum or maximum	The tariff will be determined by the relevant director on-site according to the risk factor.

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
2.1.7.2	City of Tshwane projects	
a	Dumping on undeveloped open space next to residential property	Free of charge
b	Dumping on all other parks or open spaces	Free of charge
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	
c.1	Minimum or maximum	The tariff will be determined by the relevant director on-site according to the risk factor.
2.1.8	Film recordings	
2.1.8.1	Commercial film recordings (advertising, movies, music DVD, etc)	
2.1.8.1.1	All sites except resort sites	
a	Application admin fee (non-refundable, payable when application is submitted)	180.00
b	Rental, per day, per site	See item 2.8.1.b.1 and b.2
b.1	Five hours and more	11,300.00
b.2	Less than five hours	6,800.00
c	Refundable damage deposit. Only refunded if the venue is left clean and tidy with no damage.	1,200.00
d	Students, for training purposes	Free of charge
2.1.9	Key deposit Only when less than 12 persons want to make use of the toilet facilities in the various parks and where the facilities are usually locked.	900.00
2.1.10	Preparation fee, per day (excluding one day before and one day after the event)	30% of the rental fee
2.1.11	Rental of designated area for beekeeping in nature area	
a	Per hive box, per annum	130.00
The Director: Parks, Recreation and Crematorium Operations or his/her proxy may alter the above-mentioned damage deposits for functions that, according to his/her discretion and based on previous experience, hold a risk for the municipality.		
3.	PLANT DECORATIONS AND PLANT HIRE	
1 July to 30 June (including public holidays)		
3.1	Decoration services will deliver, construct, maintain and collect plants, moss, hessian, reeds, etc to cover containers. Transport kilometres charged for travelling to and from Booyens Nursery	
a	Standard decoration, including plants, moss, hessian and reeds to cover containers	2,511.00 plus cost per unit for transport and labour
b	Theme decorations: Can include plants, sleepers, water features, bridges, etc	3,059.50 plus cost per unit for transport and labour
c	Overnight charge from the second night, per night, per load	422.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
3.2	Decorations (up to 1 ton LDV loads) Includes moss, hessian and reeds to cover containers. The department will deliver, construct, maintain and collect the plants.	675.00
3.2.1	Overnight charge from the second night, per night, per load when decoration services water and take care of the plants:	
3.2.1.1	When decoration services water and take care of the plants:	
a	Mondays to Thursdays	411.50
b	Fridays, Saturdays, Sundays and public holidays	828.00
3.2.1.2	When the hirer waters and takes care of the plants	67.00
3.3	Hiring of individual plants (hirer must supply own transport and labour, and load the plants)	
a	Class 1 Ground covers and seedlings (15 cm pots)	6.00
b	Class 2 Small shrubs and trees (20 cm pots)	10.50
c	Class 3 Large shrubs and trees 25 to 30 cm pots, up to 0,5 m tall	15.50
	25 to 30 cm pots, 0,5 m to 1 m tall	20.30
	25 to 35 cm pots, 1 m to 2 m tall	24.50
d	Class 4 Large shrubs, trees and palms 35 to 40 cm pots, up to 0,5 m tall	27.00
	35 to 40 cm pots, 0,5 m to 1 m tall	30.00
	35 to 40 cm pots, 1 m to 2 m tall	35.50
e	Class 5 Very large trees and plants (pots 35 cm and larger)	125.50
f	Class 6 Indoor small plants (15 cm pots)	11.00
3.4	Plant hire overnight charge, per night from the second day, per load	
a	Up to 1 ton bakkie	103.00
b	Larger than 1 ton bakkie	295.50
3.5	REPLACEMENT OF DECORATIVE PLANTS If the following are removed from a decoration without permission, or are damaged, the client will pay the following replacement values:	
a	Plant Class 1	40.50
b	Plant Class 2	112.00
c	Plant Class 3	244.00
d	Plant Class 4	406.00
e	Plant Class 5	1,015.00
3.6	TRANSPORT	
a	When extra transport is required. An extra charge is applicable when buildings where plants are placed are outside the normal maintenance radius.	Cost per unit for transport
3.7	DIVERSE MATERIAL, PLANTS, ETC	
a	Selling of palm tree fronds	
a.1	Per frond (minimum 50 fronds)	5.00
b	Selling of stepping stones and logs (each)	9.00
c	Selling of leca clay, per 20 kg bag	385.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
3.8	TRAINING FACILITIES (BOOYSENS NURSERY)	
3.8.1	Hire of lecture room per day, or part of the day (maximum 20 persons)	
3.9	PEST CONTROL	
3.9.1	Bees	
a	Charge to remove bees kept in contravention of the Keeping of Bees By-law only (price per nest)	1,209.00
b	Permit to keep bees according to the Keeping of Bees By-Law	119.00
c	Renewal permit to keep bees according to the Keeping of Bees By-law	59.50
3.9.2	Problem and/or dangerous animals	
a	Call-out fee	120.00
b.	Hiring capture unit (30 days)	120.00
4.	ATMOSPHERIC EMISSION LICENCE (AEL) PROCESSING FEES	
	1 July to 30 June (including public holidays)	
a	New application, per listed activity	10,550.00
b	AEL review, per listed activity	10,550.00
c	AEL renewal, per listed activity under review	5,275.00
d	AEL transfer	2,110.00

Discounts

The Council resolution of 25 May 1994, as amended by the Council resolution of 26 October 1994, as amended by the Council resolution of 24 June 1998, as amended by the Council resolution of 29 August 2002, as amended by the Council resolution of 24 April 2003, as amended by the special Council resolution of 30 May 2019, stipulates as follows:

1. That the relevant director be authorised to approve written applications for the use of shelters and other facilities under his/her control at a 100% discount to the City Manager and heads of departments and directorates solely for City of Tshwane functions if the facilities are not booked.
2. That the relevant director be empowered to approve written applications for the use of shelters and other facilities under his/her jurisdiction from organisations, committees and associations subject to the following guidelines and conditions:
 - (i) Up to 100% discount to various City of Tshwane and government departments, and directorates of Council for training, information sessions, exhibitions and team-building sessions. This training must be in the interest of Council and take place during normal working hours.
 - (ii) Up to 100% discount for marketing and promotional purposes.
 - (iii) Up to 100% discount to associations, forums and other organisations that operate in areas related to the City of Tshwane's goals, for example municipal institutes, where communication with these organisations leads to a better assessment of the needs of the community or to improve the City's service to the community.
 - (iv) Up to 100% discount for community projects, for example handing out food and clothes to the underprivileged, resident association get-togethers, safety and security meetings for residents, including local talent displaying their talents and goods. No discount is applicable when the function is held for fundraising, except if a substantial contribution of the income is ploughed back into the community.
 - (v) Up to 100% discount to registered service, welfare and charity organisations who render a community service. No discount is applicable when the function is held for fundraising, except if a substantial contribution of the income is ploughed back into the community.
 - (vi) Up to 60% discount to City of Tshwane departments or directorates for social functions.
 - (vii) Up to 50% discount to government departments, organisations, committees and associates who are situated outside the greater Tshwane region.
 - (viii) That the organisations as stipulated in Paragraph (v) above pay the public liability policy.
 - (ix) The refundable damage deposit must still be paid by the organisations mentioned in Paragraphs (iii), (iv) and (vii) above.
 - (x) Where a discount is given by the relevant director, the applicant will be held liable for all costs involved while the facility is made available to it.
3. That the discount will only be granted on condition that –
 - * the facilities are not booked;
 - * the facilities are not used for commercial purposes; and
 - * that the facilities are not used for social gatherings (excluding Item 2 (vi)).

Cemeteries and crematoriums

An increase of 3% is proposed as the socio-economic status of the user communities is very poor and they may not be able to afford a 5,5% increase. Regions have indicated that they have a challenge with keeping correct change (cents) on hand if the amounts are not rounded off. It is therefore recommended that the amounts be rounded off to the nearest rand.

CEMETERIES AND CREMATORIUMS

The following charges are payable to the City of Tshwane for cemetery and crematorium services

Charges payable to the City of Tshwane for cemetery and crematorium services to residents, ratepayers and their dependents within the area of jurisdiction of the City of Tshwane

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
ALL CITY OF TSHWANE CEMETERIES		Non-residents (residential addresses outside the boundaries of the City of Tshwane will pay a 200% surcharge)
1.	CEMETERIES	
1.1.	GRAVE RIGHTS, PER SINGLE GRAVE	
1.1.1	Surcharges	
1.1.1.1	Category A cemeteries Church Street, Rebecca Street, Zandfontein, Heatherdale, Pretoria East, Centurion, Pretoria North, Silverton and Irene Cemetery	
	Children up to 9 years	1,124.00
	9 years and older	1,415.00
1.1.1.2	Category B cemeteries Mamelodi West, Mamelodi East, Atteridgeville, Saulsville, Lotus Gardens, Soshanguve, New Mabopane, Rayton, Cullinan, Kungwini, Bronkhorstspuit, Old Bronkhorstspuit, Klip-Kruisfontein, Honingnestkrants, Olievenhoutbosch, Laudium, Hatherley, Tshwane North, Temba, Zithobeni, Rethabiseng, New Ga-Rankuwa, Winterveld, Old Ga-Rankuwa, Old Soshanguve and Refilwe Cemetery	
	Children up to 9 years	334.00
	9 years and older	615.00
1.1.1.3	Category C cemeteries – Managed by the community Suurman, Morokolong, New Eersterus, Dilopye, Majaneng, Five Acres, Selosesha, Twelve Acres, Stinkwater 1, 2 and 3 and Old New Eersterus Cemetery	
	Children up to 9 years	No charge
	9 years and older	No charge

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.2 GRAVE DIGGING (Previously digging and closing of graves)		
1.2.1 Surcharges		
1.2.1.1 All City of Tshwane cemeteries		Non-residents (residential addresses outside the boundaries of the City of Tshwane will pay a 200% surcharge)
1.2.1.1.1 Category A cemeteries Church Street, Rebecca Street, Zandfontein, Heatherdale, Pretoria East, Centurion, Pretoria North, Silverton and Irene		
Children up to 9 years		984.00
9 years and older		1,086.00
Reopening (second interment)		
Children up to 9 years		491.00
9 years and older		1,086.00
Exhumation		
Children and adults		1,827.00
Weekends		
Children and adults		221.00
Ashes or body parts in grave, garden of remembrance, grass space or ash berm		
Children and adults		284.00
Wider, deeper, longer casket (will pay all three services)		70.00
1.2.1.1.2 Category B cemeteries Mamelodi West, Mamelodi East, Atteridgeville, Saulsville, Lotus Gardens, Soshanguve, New Mabopane, Rayton, Cullinan, Kungwini, Bronkhorstspuit, Old Bronkhorstspuit, Klip-Kruisfontein, Honingnestkrants, Olievenhoutbosch, Laudium, Hatherley, Tshwane North, Temba, Zithobeni, Rethabiseng, New Ga-Rankuwa, Winterveld, Old Ga-Rankuwa, Old Soshanguve and Refilwe Cemetery		
Children up to 9 years		192.00
9 years and older		545.00
Reopening (second interment)		
Children up to 9 years		192.00
9 years and older		545.00
Exhumation		
Children and adults		1,827.00
Weekends		
Children and adults		221.00
Ashes or body parts in grave, garden of remembrance, grass space or ash berm		
Children and adults		284.00
Wider, deeper, longer casket (will pay all three services)		70.00

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
1.2.1.1.3 Category C cemeteries – Managed by the community Suurman, Morokolong, New Eersterus, Dilopye, Majaneng, Five Acres, Seloshesha, Twelve Acres, Stinkwater 1, 2 and 3 and Old New Eersterus Cemetery	
Children up to 9 years	No charge
9 years and older	No charge
Reopening (second interment)	
Children up to 9 years	No charge
9 years and older	No charge
Exhumation	
Children and adults	No charge
Weekends	
Children and adults	No charge
Ashes or body parts in grave, garden of remembrance, grass space or ash berm	
Children and adults	No charge
Wider, deeper, longer casket (will pay all three services)	No charge
2. CREMATORIUMS	
ALL CITY OF TSHWANE CREMATORIUMS	Non-residents (residential addresses outside the boundaries of the City of Tshwane will pay a 200% surcharge)
2.1 CREMATORIUM FEES	
2.1.1 Fees at crematorium:	
a. Cremation fees (including approved medical referer fees):	
Children (0 to 9 years)	842.00
Adults (9 years and older)	1,279.00
Anatomy remains (per coffin) (cadavers)	471.00
b. Ash berm reservation	
Grave reservation (children and adults)	448.00
Grave digging (children and adults)	277.00
c. Grass space reservation (Children and adults)	894.00
d. Wall of remembrance reservation (niches)	1,795.00
e. Space only reservation	894.00
f. Removal of ashes from ash berm and wall of remembrance	504.00
g. Provide ashes after hours, weekends and public holidays	224.00
h. Use of chapel with organ or kitchen facility	451.00
i. In niches (garden of remembrance) Children and adults	1,795.00
j. Existing graves	See ashes in graves

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
3.	SUNDRIES	
a.	Application for tombstones	
	Children	160.00
	Adults	280.00
b.	Family trees	
	Survey per day	112.00
c.	Levy on all burials and cremations. Services rendered on weekends and public holidays: Previous Pretoria cemeteries	224.00
d.	Previous Centurion cemeteries	222.00
e.	Tours through Church Street, Rebecca Street and Irene Cemetery (led by cemetery officials)	335.00
f.	Social gatherings (commemorations and ghost tour – Church Street Cemetery)	451.00
g.	Levy for tombstone erection	561.00
h.	Muslim prayers (fasting period, payable by Muslim Trust)	1,123.00
i.	Muslim periodical prayers (18:00 to 00:00)	44.00
j.	Late arrival of hearse (Applicable after 15 minutes of booked funeral time)	335.00

Land use applications

Item 11.8 was added as a new item to include Section 16(16) applications in terms of the City of Tshwane Land Use Management By-law, 2016.

Due to administration purposes, all fees were rounded up to the nearest R10.

Rationalisation of Local Government Affairs Act, 1998 (Act 10 of 1998) in terms of gated communities. The restriction of access is supposed to be temporary.

However, some of the gated communities have been in existence for more 15 years and the need for a lease was discussed several times at the Mayoral Committee.

The structures (not the road and road reserve) cannot be covered under way leave tariffs.

Hence, the submission for separate tariffs for access control gates for gated communities.

Land use applications

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.	Consent use and permission applications	
1.1	Consent in terms of Clause 14(6)(c) of the Tshwane Town-planning Scheme, 2008 (revised 2014)	1,850.00
1.2	Permission for the erection of one additional dwelling house in terms of Clause 14(10) of the Tshwane Town-planning Scheme, 2008 (revised 2014)	920.00
1.3	Permission for the erection of a telecommunication mast in terms of Clause 14(11) of the Tshwane Town-planning Scheme, 2008 (revised 2014)	920.00
1.4	Permission to amend conditions of a permission in terms of Clause 15(6) of the Tshwane Town-planning Scheme, 2008 (revised 2014)	450.00
1.5	Consent use in terms of Clause 16 of the Tshwane Town-planning Scheme, 2008 (revised 2014)	1,850.00
1.6	Application for permission in terms of Clause 16(9) for partial or total non-compliance with the provisions of Clauses 16(2) and 16(3) of the Tshwane Town-planning Scheme, 2008 (revised 2014)	1,650.00
1.7	Permission to amend conditions of a consent use in terms of Clause 16(11) of the Tshwane Town-planning Scheme, 2008 (revised 2014) or any other town-planning scheme	450.00
1.8	Permission in terms of Schedule 25 of the Tshwane Town-planning Scheme, 2008 (revised 2014)	920.00
1.9	Application in terms of any Annexure T of the Tshwane Town-planning Scheme, 2008 (revised 2014)	1,850.00
2.	Applications in terms of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)	
2.1	Application in terms of Section 62 or 63 for revoking a provision in an approved scheme or revoking an approved scheme	6,060.00
2.2	Amendment in terms of Section 56 or 125	1,890.00

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
3.	Consolidation application in terms of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)	
3.1	Amendment of a consolidation plan before and after approval	530.00
3.2	Application in terms of Sections 92(4)(a) and 92(4)(b) for the amendment of conditions of an approved consolidation application and/or cancellation of approval	920.00
4.	Subdivision applications in terms of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)	
4.1	Amendment of a subdivision plan: before and after approval	530.00
4.2	Application in terms of Sections 92(4)(a) and 92(4)(b) for the amendment of conditions of an approved subdivision application and/or cancellation of	920.00
5.	Simultaneous subdivision and consolidation application in terms of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)	
5.1	Amendment of a subdivision and consolidation plan: before and after	530.00
5.2	Application in terms of Sections 92(4)(a) and 92(4)(b) for the amendment of the conditions of an approved subdivision and consolidation application and/or cancellation of approval	920.00
6.	Township establishment in terms of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)	
6.1	Application in terms of Section 96(4)	
	(a) Application fee (excluding advertisements) plus	2,640.00 plus
	(b) Fee for re-advertisement (If the applicant obtains permission to place the notices, this fee will not be charged.)	8,430.00
6.2	Application in terms of Section 100	
	(a) Application fee (excluding advertisements) plus	5,800.00 plus
	(b) Fee for re-advertisement (If the applicant obtains permission to place the notices, this fee will not be charged.)	8,430.00

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
6.3	Application in terms of Section 99(1) for the division of a township in accordance with the approved layout plan	
	(a) For two townships	3,690.00
	(b) For every additional township	1,850.00
6.4	Application in terms of Section 125 (Exemption is permitted if the application is on behalf of the City of Tshwane on a municipal property(ies).)	7,510.00
6.5	Extension of time: Application in terms of Sections 72(1) and 101(2)	1,000.00
7.	Gauteng Removal of Restrictions Act, 1996 (Act 3 of 1996)	
7.1	Amendment of and application for the removal or amendment of restrictive conditions in a title deed in terms of Sections 2 and 5 which necessitate re-advertising	630.00
7.2	Amendment of an application for the simultaneous rezoning or other land use application with the removal or amendment of restrictive conditions in a title deed in terms of Section 5 which necessitates re-advertising	2,110.00
7.3	Consent or permission of the controlling authority or any other functionary as set out in terms of Section 2(1), if not requested simultaneously with any other land use application	250.00
8.	Division of Land Ordinance, 1986 (Ordinance 20 of 1986)	
8.1	Application in terms of Section 17(3) for the amendment, if it is substantial and it needs re-advertising	530.00
8.2	Application in terms of Section 17(3) for the amendment or deletion of conditions on which an application was approved	1,500.00
9.	Gauteng Rationalisation of Local Government Affairs Act, 1998 (Act 10 of 1998) (gated communities)	
9.1	For the initial application (fee excludes advertisement fee)	11,605.00
9.2	Application after the initial two years (fee excludes advertisement fee)	8,490.00
9.3	Fee for lodging an appeal	4,500.00
	Publication of notice in provincial gazette: Cost as determined by the government printers plus 20%	3,100.00
10.	Gauteng City Improvement District Act, 1997 (Act 12 of 1997)	
10.1	Application for the establishment of a city improvement district	6,590.00
10.2	Application for the material amendment of a city improvement district	6,590.00

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
11.	Applications in terms of the City of Tshwane Land Use Management By-law, 2016	
11.1	Rezoning in terms of Section 16(1) Plus promulgation	8,830.00 2,520.00
11.2	Removal, amendment or suspension of title conditions in terms of Section 16(2) and consent by the City of Tshwane or by the City of Tshwane as the controlling authority in terms of Section 16(2)(d) plus promulgation	760.00 1,260.00
11.3	Reservation of a township name in terms of Sections 16(4) and 16(5)	633.00
11.4	Township establishment or extension of boundaries in terms of Section 16(4) plus promulgation	12,620.00 5,050.00
11.5	Division of a township in terms of Section 16(5) (per division) plus promulgation per division	5,050.00 5,050.00
11.6	Amendment of an approved township in terms of Section 16(4)	6,310.00
11.7	Approval of an alteration, amendment or cancellation of a general plan in terms of Section 16(15)	6,310.00
11.8	Section 16(16) application	100.00
11.9	Subdivision and/or consolidation in terms of Sections 16(12)(a)(i) and (ii)	950.00
11.10	Subdivision in terms of Section 16(12)(a)(iii)	4,670.00
11.11	Amendment of a land development application prior to approval in terms of Section 16(18) or after approval in terms of Section 16(19)	1,890.00
11.12	Request for an amendment of conditions of establishment for townships other than for inclusion of erf numbers or for the purpose of certification of the opening of a township register after approval in terms of Section 16(4)	1,890.00
11.13	Administrative amendment of conditions of application and administrative processes in terms of Section 23(2)	890.00
11.14	Cancellation of a land development application in terms of Section 23(3)	260.00
11.15	Registration of servitudes in terms of Section 28(1)	890.00
11.16	Confirmation of land use rights for the registration or amendment of a sectional title scheme in terms of Section 28(9)	890.00

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
11.17	Extension of time	1,000.00
11.18	Excision of an agricultural holding in terms of Section 32	1,890.00
11.19	Any other application that is not mentioned above	850.00
11.20	Rezoning in terms of Section 16(1) and removal, amendment or suspension of title conditions in terms of Section 16(2) submitted simultaneously plus promulgation	8,830.00 2,520.00
12.	Other applications	
12.1	Provision of reasons for decisions of the City Planning and Development Committee and/or Strategic Development Tribunal and/or Municipal Planning Tribunal and/or the Appeal Authority	400.00
12.2	Application in terms of Regulation 38, Sections 82 and 101 of the Town-planning and Townships Ordinance, 1986, Sections 16(7) and 16(10) of the City of Tshwane Land Use Management By-law, 2016, read together with Section 53 of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SPLUMA)	400.00
12.3	Any <i>ad hoc</i> approvals and consents that are not mentioned above	260.00
12.4	Local authority approval for liquor licences	830.00
12.5	Municipal gambling authorisation	830.00
12.6	Any other application that is not mentioned above	850.00
12.7	Lodging an appeal	3,790.00
13.	Other documents	
13.1	Manuals applicable to land development applications Per manual	70.00
13.2	Guideline document in terms of Section 12(3) of the City of Tshwane Land Use Management By-law, 2016	90.00
13.3	Guideline documents in terms of the City of Tshwane Land Use Management By-law, 2016	4.00
13.4	Zoning certificates	25.00
13.5	CD that contains the manuals applicable to land development applications	130.00
13.6	CD that contains the town-planning schemes	130.00
13.7	CD that contains the City of Tshwane Land Use Management By-law, 2016	130.00

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
13.8	Relevant town-planning scheme	250.00
13.9	Zoning plans	40.00
13.10	Annexure T	40.00
13.11	Approved consent use and/or permission conditions	40.00
13.12	Zoning certificate with annexure	70.00
13.13	Zoning certificate with annexure plus plan	100.00
13.14	Clauses and schedules, per page	6.00
13.15	Metropolitan Spatial Development Framework or Regional Spatial Development Framework per region	270.00
13.16	CD that contains the Metropolitan Spatial Development Framework or Regional Spatial Development Framework per region	130.00
13.17	Other documents such as policies, for example Guesthouse Policy, Local Geographical Names Policy, etc	80.00
13.18	City of Tshwane Land Use Management By-law, 2016	250.00
13.19	Schedules and application forms in terms of the City of Tshwane Land Use Management By-law, 2016: per page	6.00

Tshwane Metro Police Department (TMPD)

The vision of the Tshwane Metro Police Department is to provide an effective, efficient and sustainable policing service in Tshwane through the regionalisation of road policing, by-law enforcement and crime prevention. As a result, certain actions and/or services are required which inevitably involve a cost factor. It is therefore imperative to recover these costs through the following tariff structure.

Towing fees, pound fees, services at events and the Prospectus of the Metro Police Academy: An increase of 5,5%, but rounded to the closest denomination to ensure ease of access and collection.

Services rendered by the Tshwane Metro Police Department (TMPD)

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.	Towing fees	
a)	Light motor vehicle (up to 3 500 kg), impounded, irrespective of the distance towed or transported	1,893.00
b) i)	Heavy motor vehicle (3 501 kg to 16 000 kg), impounded, irrespective of the distance towed or transported	3,154.00
ii)	Additional cost per kilometer or portion thereof for the towing or transporting of a heavy motor vehicle for the first 25 km	152.00
iii)	Additional cost per kilometer or portion thereof, thereafter	96.00
c) i)	Extra-heavy or articulated motor vehicle (16 001 kg and up), impounded, irrespective of the distance towed or transported	5,376.00
ii)	Additional cost per kilometer or portion thereof for the towing or transporting of an extra-heavy or articulated motor vehicle for the first 25 km	152.00
iii)	Additional cost per kilometer or portion thereof, thereafter	95.00
2.	Pound fees	
a)	Cost per full day that a light motor vehicle is stored in the pound	76.00
b)	Cost per full day that a heavy motor vehicle is stored in the pound	171.00
c)	Cost per full day that an extra-heavy or articulated motor vehicle is stored in the pound	341.00
3.	Tariffs for services rendered by TMPD members (including events)	
3.1	Cost per TMPD member per hour or part thereof	
(i)	Weekdays and Saturdays	215.00
(ii)	Sundays and public holidays	298.00
(iii)	Any day of the week, travel or transportation cost	298.00
3.2	Cost per TMPD warden (point duty) per hour or part thereof	
(i)	Weekdays and Saturdays	83.00
(ii)	Sundays and public holidays	83.00
(iii)	Any day of the week, travel or transportation cost	298.00
3.3	Compulsory payment of an administration fee payable by an organiser or applicant per event	632.00
3.4	The applicant must pay the full cost of the service delivery at least three working days before the start of the event (except where the service delivery costs have been reduced or waived by the Chief of Police).	

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
4.	Parking meter tariffs	
a)	Parking for 30 minutes (Monday to Friday: 08:00 to 18:00) (Saturday: 08:00 to 12:00)	10.00
b)	Parking for 60 minutes (Monday to Friday: 08:00 to 18:00) (Saturday: 08:00 to 12:00)	17.00
c)	Rental of parking meter bay for purposes other than short-term parking – each weekday (Monday to Friday)	148.00
d)	Rental of parking meter bay for purposes other than short-term parking – each Saturday	76.00
e)	Parking meter tariffs – Sundays and public holidays	0.00
5.	Parking permit for people with disabilities	
a)	Parking permit for people with disabilities (for parking in parking bays reserved for people with disabilities)	141.00
6.	Prospectus of Metro Police Academy	
6.1	Municipal Police Diploma	39,775.00
6.2	Basic Traffic Officer (12 months – NQF4)	34,223.00
6.3	Municipal Police Certificate (three-month short course)	12,532.00
6.4	Peace Officer or Law Enforcement Officer (five days)	4,596.00
6.5	Traffic Warden (three months)	12,532.00
6.6	Authorised Officer, Deputy Messenger of the Court (two days)	1,143.00
6.7	Traffic Control (Point Duty) (five days)	2,298.00
6.8	Defensive Driving (Advanced, ten days)	7,767.00
6.9	Motorcycle or Light Motor Vehicle Licence Course (K53) (15 days)	18,388.00
6.10	Learner's Licence Course (one day)	571.00
6.11	Motorcycle Advanced Course (five days)	3,530.00
6.12	Examiner of Vehicles (three months)	19,304.00
6.13	Examiner of Driving Licences: Grade A (complete course, three months)	26,129.00
6.13(1)	Examiner of Driving Licences: Grade F (15 days)	5,201.00
6.13(2)	Examiner of Driving Licences: Grade L (five days)	2,639.00
6.13(3)	Examiner of Driving Licences: Grade D (25 days)	12,021.00
6.13(4)	Examiner of Driving Licences: Grade B (five days)	2,639.00
6.13(5)	Examiner of Driving Licences: Grade C (eight days)	3,538.00
6.14	Refresher Course for Traffic or Municipal Police Officer (three months)	12,532.00
6.15	Evaluate Loads on Vehicles (two months)	12,532.00
6.16	Tactical Street Survival Level 1 (ten days)	8,426.00
6.17	Tactical Street Survival Level 2 (ten days)	6,714.00
6.18	Basic Firearm Proficiency Training: Handgun (five days)	3,447.00
6.18(1)	Basic Firearm Proficiency Training: Shotgun (five days)	3,447.00
6.18(2)	Basic Firearm Proficiency Training: Rifle (five days)	3,447.00
6.19	First Responder – Accident Scene (five days)	1,532.00
6.20	K78 Road Block (five days)	2,352.00
6.21	Dräger Training (ten days)	1,645.00
6.22	Docket Training (ten days)	2,091.00
6.23	Supervisor Course (ten days)	4,184.00
6.24	Daily tariff: presenting outside Tshwane	1,595.00
6.24(1)	Transportation (AA tariffs), accommodation, meals and daily allowance (R416 per day in accordance with the approved City of Tshwane Subsistence and Travelling Policy) are for the account of the client (directly payable to the	

Particulars		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
6.25	Daily tariff: presenting within Tshwane	571.00
6.26	Verification of qualification and statement of results	267.00
6.27	Children and Youth At Risk (five days)	4,564.00
6.28	Attack on Police Officers (five days)	4,564.00
6.29	Bicycle Training for Law Enforcement Officers (ten days)	9,016.00
6.30	Artistic performance by the TMPD Choir (three-hour appearance)	10,352.00
6.31	Artistic performance by the TMPD Police Band (three-hour appearance)	17,808.00
6.32	Artistic performance by the TMPD Entertainment Band (three-hour appearance)	10,352.00
6.33	Exhibition by the TMPD Ceremonial Guard (three-hour exhibition)	17,808.00
6.34	Chaplain services rendered outside the TMPD (one-hour service)	998.00

Charges payable in respect of engineering service contribution unit rates for roads and storm water

The department has prepared a new set of tariffs for roads and storm water, which rearranges the historical values. There is no direct comparison (of percentage increase).

For roads, the change relates to the basis of calculation from trip generation to trip length distribution, hence the unit is Veh-km/hr compared to veh/hr. The system of calculation is used in a number of metros and municipalities in line with the national standard Committee of Transport Officials' (COTO) approved Technical Methods for Highways (TMH).

Provision is made for land cost for the road network. It also deals with the recalculation of units with the base year of construction being 2007.

The roads tariffs are based on the following escalated road construction costs (excluding land):

- Construction cost: R24 377 033 per km
- Strength component: R3 200 208 per km

The development charges are calculated using formulae provided in the following document of the

- TMH 15 South African Engineering Service Contribution Manual For Municipal Road Infrastructure

The trip generation, length and other parameters used in the calculation of the charges are obtained from the following document of the COTO:

- TMH 17 South African Trip Data Manual

The development charge is determined using the above cost rates, the trip parameters and formulae provided in the above manuals.

For storm water services, the basis of charges are changed to storm water systems combined, not separating major and minor systems. Charges for natural watercourses remain.

It is acknowledged that the sharp increase in the tariffs for roads and stormwater drainage may have an impact on land development cost and competitiveness in the market – therefore it is recommended that a phased approach should be followed for the implementation of the new tariffs.

For 2020/21 it is recommended that the tariff should be 50% of the proposed tariff and for 2021/22 the tariff should be 75% of the tariff escalated to provide for inflation and that the full tariff, including a further escalation should apply in 2022/23.

Charges payable in respect of engineering service contribution unit rates for roads and storm water

Particulars	Unit	With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
Road network: Capacity component	Veh-km/hr	3,395.40
Road network: Strength component	E80 Axle-km/day	604.30
<i>Land component (Varies per region)*</i>	Veh-km/hr	
☼ <i>Region 1</i>		118.50
☼ <i>Region 2</i>		165.60
☼ <i>Region 3</i>		165.60
☼ <i>Region 4</i>		284.00
☼ <i>Region 5</i>		165.60
☼ <i>Region 6</i>		165.60
☼ <i>Region 7</i>		236.90
Storm water network	C co-eff x A	10.70
Natural watercourses	C co-eff x A	1.20

Informal and Formal Business Compliance Regulation

Inflationary increases and cost of doing business adjustment.

Informal and Formal Business Compliance Regulation**Monthly tariffs - informal trade stalls**

Area or location	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Pretoria CBD	
Bloed Street	156.20
Edmond Street	156.20
KFC (Lilian Ngoyi Street)	156.20
Church Square	156.20
Nana Sita Street (Taxi Rank)	156.20
Museum Park	156.20
Scheiding Street	156.20
Union Buildings	156.20
Block M (Thabo Sehume and Pretorius Street)	156.20
Block O (Thabo Sehume and Madiba Street)	156.20
Block R (Lilian Ngoyi and Johannes Ramokhoase Street)	156.20
Church Mall (CID Area)	
Block A	207.80
Block B	207.80
Block C	207.80
Block E	156.20
Block F	156.20
Block G	156.20
Block H	156.20
Block I	156.20
Block J	156.20
Block K	156.20
Lilian Ngoyi, Thabo Sehume and Madiba Street	156.20
Centurion	
Centurion Mall	156.20
Zwartkop Taxi Rank	156.20
Irene	156.20
Sunderland Ridge	156.20
Brakfontein	156.20
Hennospark	156.20
Laudium	156.20
Lyttelton – Road Junction	156.20
Gateway	156.20
Olievenhoutbosch	156.20
Irene Station	156.20
Arcadia (CID Area)	207.80
Hatfield Station	207.80
Silverton Station	207.80
Silvertondale	207.80
Waverley	207.80
Elardus Park (public phones)	207.80
Fruits and Vegetables	156.20
Wierdapark	156.20
Koedoespoort	156.20
Sunnyside (public phones)	207.80

Area or location	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Marabastad	207.80
Mabopane Station	186.60
Klip-Kruisfontein	156.20
Denneboom	
Block A	131.00
Block B	196.80
Block C	198.90
Block D	196.80
Block E	131.00
Block F	196.80
Block P	131.00
Vending trolley: monthly fee	154.40
Vending trolley: application fee (annual)	297.50
Hammanskraal	
Mandela Village craft stalls	69.30
Supply of meals or perishable foodstuffs (formal business)	
New licence application	762.80
Application fee	221.90
Licence fee (annual)	556.60
Supply of meals or perishable foodstuffs (informal business)	
Application fee	335.10
Licence renewal fee (annual)	221.90
Provision of certain types of health facilities or entertainment	
Application fee (annual)	1,965.10
Licence renewal fee (annual)	4,807.20
Hawking meals or perishable foodstuffs	
Application fee (annual)	99.50
Licence renewal fee (annual)	197.90
Events hawking around sport arenas and other venues	
Events hawking licence at sport arenas and other venues (daily fees)	313.90
Dairy Mall	
Closed stall	208.90
Open stall	157.70
Market	209.10
Centurion: Rooihuiskraal Road: soft goods	92.80
Centurion: Rooihuiskraal Road: fruits and vegetables	164.80
Airport Road	164.80
Buitekant Street	164.80
Bushveld Road	164.80
College Road	164.80
Commissioner Street	164.80
Court Street	164.80
Dr Swanepoel Road (between Sefako Makgatho Drive and N4)	164.80
Douglas Rens Street	164.80
Eerste Laan	164.80
Hebron Road	164.80
Klipgat Road	164.80
Loveyday Street	164.80
Maphala Street	164.80
Mashamaite Street, Mabopane	164.80
Molotlegi Street	164.80
Rooihuiskraal Road	164.80

Area or location	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Name of transport facility	
Eerstefabrieke Station and Taxi Rank	208.90
Ga-Rankuwa Hospital Public Transport Interchange	208.90
Hammanskraal Public Transport Interchange (Kopanong)	208.90
Mabopane Intermodal Public Transport Interchange	208.90
Saulsville Station and Taxi Rank	208.90
Soshanguve Public Transport Interchange	208.90
Transfer Taxi Rank (Soshanguve)	208.90
Wonderboom Station and Taxi Rank (Pretoria North)	208.90
Name of shopping centre, business area or hostel	
Babelegi Industrial Area	164.80
Booyens Shopping Centre	164.80
Bougainville Shopping Complex	164.80
Claremont Shopping Complex	164.80
Danville Shopping Complex	164.80
Gateway Centre	164.80
Hercules Shopping Complex	164.80
Hermanstad Shopping Complex	164.80
Highveld Industrial Park	164.80
Kingsley Hostels	164.80
Kopanong Shopping Centre	164.80
Mamelodi Hostels	164.80
Pretoria North Central Business District	164.80
Quagga Centre Shopping Complex	164.80
Quaggasrand Shopping Centre	164.80
Renbrou Shopping Centre	164.80
Rosslyn Centre	164.80
Saulsville Hostels	164.80
Shoprite Precinct	164.80
Southern Park of the CBD	164.80
Temba City	164.80
West Park Shopping Complex	164.80
Arcadia	164.80
East Lynne	164.80
Pretoria Station	164.80
Ga-Rankuwa marketing trading stalls: soft goods, and fruits and vegetables	206.90
Ga-Rankuwa marketing trading stalls: food	227.00

Group Human Capital Management

Tshwane Leadership and Management Academy (TLMA)

The TLMA has invested in its conference, accommodation, kitchen and workshop facilities to meet the industry's norms, standards and market-related trends. For the same reason, the TLMA aims for return on investment as the facility is currently in line with other competitors offering the same products and services.

Group Human Capital Management

Tshwane Leadership and Management Academy

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.	Venue hire to external and internal clients	
1.1	Venue hire (excluding catering)	
1.1.1	Syndicate Room 1 to 8 (per person)	172.00
1.1.2	Room 1 to 6 (per person)	172.00
1.1.3	Room 13 to 17 (per person)	172.00
1.1.4	Auditorium (per person)	172.00
1.1.5	Room 18 (per person)	172.00
1.1.6	Room 7 to 12 (per person)	172.00
2.	Syndicate rooms hire with main venue	
2.1	Breakaway hire with main venue	243.00
2.2	Assessment centre	2,590.00
2.3	Committee rooms	774.00
2.4	Restaurant, including tables and chairs	8,075.00
2.5	Auditorium hire	4,040.00
3.	Accommodation	
3.1	Single	436.00
3.2	Sharing	304.00
3.3	Accommodation for students, per month for a year or more	4,720.00
4.	Squash courts	20.00
5.	Lapa and braai area	2,175.00
6.	Television room, lapa and braai area	2,610.00
7.	Office accommodation per month	149.20
8.	Manoeuvring courses	
8.1	Light, per hour	90.00
8.2	Heavy, per hour	115.00
8.3	Groups or company, per day	4,166.00
9.	Studio	7,117.50
10.	Cork fee	43.00
11.	PA system	1,363.00
12.	Data projector	1,187.00
13.	Monthly staff parking	114.00
14.	Committee Room 1 on weekends	1,620.00
15.	Committee Room 2 on weekends	1,345.00
16.	Committee Room 3 on weekends	1,079.00

Human Settlement Department

The increase above 5,5% is informed by the high levels of vandalism, as building materials and repairs are becoming expensive. The values are rounded off in terms of the Medium-term Revenue and Expenditure Framework (MTREF) guidelines.

Human Settlement Department

New rentals: High-rise buildings

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
BLESBOK AND BOSBOK	
Bachelor	1,700.00
One bedroom	2,300.00
Two bedrooms	2,600.00
NUWE STALSHOOGTE	
Room	1,450.00
Bachelor, small	1,800.00
Bachelor, one bedroom	1,900.00
Two bedrooms	2,250.00
OU STALSHOOGTE	
Small room	1,300.00
Double room	1,600.00
Bachelor	1,400.00
One bedroom	1,650.00
One bedroom	2,100.00
Two bedrooms	2,200.00
RIVERSIDE	
Two bedrooms	1,800.00
Three bedrooms	1,950.00
HEUWEL	
One bedroom	1,700.00
GROENVELD	
One bedroom	1,650.00
Two bedrooms, small	1,900.00
Two bedrooms	2,000.00
JJ BOSMANHUIS	
Bachelor	1,600.00
One bedroom	1,700.00
One bedroom, large	1,850.00
Two bedrooms	2,300.00

New rentals: Loose-standing houses

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
CLAREMONT Three bedrooms	2,100.00
EERSTERUST Two-roomed houses	250.00
AKASIA AND SOSHANGUVE	400.00
LOTUS GARDENS Two bedrooms	400.00
NELLMAPIUS Two bedrooms	450.00

New rentals: Hostels and converted family units

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
KINGSLEY Bed (City of Tshwane employees) Bed (Other tenants)	150.00 300.00
BELLE OMBRE Bed, paid per month	4,400.00
SOSHANGUVE Sitter Bachelor One bedroom Two bedrooms Three bedrooms	150.00 250.00 250.00 400.00 500.00
SAULSVILLE One bedroom Two bedrooms Three bedrooms	300.00 500.00 700.00

	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
MAMELODI	
Single units	500.00
Two bedrooms	850.00
Three bedrooms	1,050.00
RIANA PARK	
House (4)	6% of monthly salary
ZITHOBENI	
House (1)	6% of monthly salary
Three-bedroom unit	500.00
Rooms	300.00
BRONKHORSTSPRUIT	
House (1) (City Manager)	6% of monthly salary
House (2)	6% of monthly salary
CULLINAN	
Three bedrooms	500.00
Rooms	300.00
NEW MARKET-RELATED RENTAL, SELF-SUFFICIENT ELDERLY	
DANVILLE OVD	
Single	1,050.00
Double	1,650.00
Flats	1,650.00
CLAREMONT OVD	1,650.00
ELOFFSDAL OVD	
Single	1,150.00
Double	2,050.00
VILLIERIA OVD	2,050.00
CAPITAL PARK OVD	
Single	1,150.00
Double	2,000.00
HERCULES 12H	1,650.00
NOORDEPARK	
Single	1,050.00
Double	1,650.00

Wayleave fees

The Work in the Public Road Reserve By-Law section 9 prescribe that fees and refundable security deposits need to be paid.

Given the new normal that COVID-19 introduced to the country, the CoT considered the objections towards the Wayleave tariffs and decided in line with National ICT Policy to put the relationship with holders of electronic communications network service (ECNS) licences and the residents of the CoT first. This can however not be done at the cost of the City's road reserve and infrastructure. The team interrogated the costs in order to reduce it to the absolute minimum and trust this will benefit all stakeholders in the value chain. The City reserves the right to revisit these tariffs once the economy post COVID-19 shows recovery.

Wayleave fees for work done on public roads

		1 July 2020 until 30 June 2021 Total (VAT included) R
Wayleave fees		
Processing of a wayleave application (all three stages as per EWMS)	Per wayleave application	2,200.00
Lane rental (street links between intersections, excluding intersections)	Fee per day	75.00
Lane rental (per intersection per day or part thereof)	Street link/day	10,700.00
Processing of application to close a road for construction purposes	closure application	2,400.00
Fees and tariffs for wayleave applications for electronic communication network (ECN) utilities		
Fee: Processing wayleave application for network construction connecting Hub, Node and Cell Towers	Per wayleave application	4,000.00
Fee: Micro Trenching wayleave applications	Per wayleave application	5,000.00
Fee: Access Build ECN	Per wayleave application	2,500.00
Fee: Multiple site specific applications for ECN in one township.	Per wayleave application	4,500.00
Refundable security deposit for ECN: per application in cash	Per wayleave application	270,000.00
Bank Guarantee for refundable security deposit: Five applications or less: a bank guarantee can be submitted to the value of R 2 000 000.00, the guarantee can only expire after all completion certificates correctly signed is handed in;	Five (or less) applications in one financial year	2,000,000.00
Bank Guarantee for refundable security deposit: More than Five applications: a bank guarantee can be submitted to the value of R 3 000 000.00, the guarantee can only expire after all completion certificates correctly signed is handed in;	More than five applications in one financial year	3,000,000.00
Fee for utilising sewer and stormwater systems for ECN:	Per kilometre per annum	1,000.00
Fee for laying ECN in the public road reserve	Per kilometre per annum	220.00
Fees for extension of time not approved in terms of the general conditions of contract		
Lane rental (street links between intersections, excluding intersections)	Per day or portion thereof	2,700.00
Lane rental (per intersection)	Per day or part thereof	21,300.00

Exclusions for tariffs, but not for extension of time:

All City of Tshwane departments
 All national departments
 All provincial departments

All time periods refer to calendar days, not working days.

Regional Operations and Coordination Department (all regions)

Swimming pools

GENERAL OVERVIEW

The department adjusted the majority of its tariffs with the proposed 5,5%.

The following exceptions on the 5,5% increase need to be highlighted:

SWIMMING BATHS

Zita Park was transferred from the Environment and Agriculture Management Department to the Regional Operations and Coordination Department (regional swimming pools).

The Club Rendezvous splash pool was added to Section E of the tariff structure to assist with crowd control and is awaiting a cashier office.

Rooiwal swimming pool was added to Section D of the tariff structure to assist with crowd control and is awaiting a cashier office.

1.5.2 Summer coaching fee - Lane hire per day, per lane was captured incorrectly as R60.00, but should have been R30.00 due to it being a 25 m pool.

The discount policy that was applicable when the swimming pool function was managed by the Environment and Agriculture Management Department was transferred to the Regional Operations and Coordination Department.

De Jong Diving Centre: B.3. - Wording - Activities too vague. Fees are not applicable to galas and training, only to formal competitions which the pool is designed for.

Regional Operations and Coordination Department: Swimming pools

The director responsible for sport and recreation in each region or his/her proxy may, at the written request of organisations or groups, grant a discount or, if a discount has been specified, grant such a specified discount on all items that appear in this schedule.

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
A.	Swimming pool admission fees at Hillcrest Swimming Pool (olympic-size swimming pool, heated during winter months, ablution facilities, kiosk)	
1.	Summer season (1 September to 31 March or as close to these dates as possible – the exact opening and closing dates are determined by the director responsible for sport and recreation in each region)	
1.1	Fees per day	
a	Adults (persons of 18 years and older) (per person)	17.00
b	School children (per child)	8.00
c	Preschool children, 2 to 6 years (per child)	7.00
d	Preschool children, 0 to 2 years	Free of charge
e	Persons of 60 years and older who can produce proof thereof, and persons with disabilities (per person)	8.00
1.2	Season and monthly tickets	
1.2.1	Adults (per person)	
a	Ordinary season (1 September to 31 March)	581.00
b	Half season (1 September to 15 December or 16 December to 31 March)	300.00
c	Monthly ticket (31 days from date of purchase)	146.00
1.2.2	School children, pensioners and persons with disabilities (per person)	
a	Ordinary season (1 September to 31 March)	300.00
b	Half season (1 September to 15 December or 16 December to 31 March)	146.00
c	Monthly ticket (31 days from date of purchase)	80.00
d	Season ticket (caregiver, guardian or parent who is not swimming)	100.00
1.3	Admission fees for schools	
	Scholars from any school, in classes and accompanied by a teacher, on weekdays between 08:00 and closing time (per child)	7.00
b	School season tickets	
b.1	School season ticket (per child) (08:00 to 14:00) (only Mondays to Fridays during school terms, excluding public holidays)	100.00
b.2	School season ticket (per school) (per month) (Only Mondays to Fridays during school terms, excluding public holidays) (08:00 to 14:00)	630.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
1.4	Summer coaching fee , per lane, per month (Mondays to Fridays), one hour's coaching per day (20 hours maximum)	
1.4.1	50 m swimming bath (There is no 25 m swimming bath available at Hillcrest.)	783.00
1.4.2	One hour's coaching per day, per lane	63.00
2.	Winter season (1 April to 31 August – the exact opening and closing dates are determined by the director responsible for sport and recreation in each region)	
2.1	Fees per day	
a	Adults (persons of 18 years and older) (per person)	17.00
b	School children (per child)	8.00
c	Preschool children, 2 to 6 years (per child)	7.00
d	Preschool children, 0 to 2 years	Free of charge
e	Persons of 60 years and older who can produce proof thereof, and persons with disabilities (per person)	8.00
2.2	Winter monthly ticket	
a	Adults (per person)	235.00
b	Children, pensioners and persons with disabilities (per person)	120.00
2.3	Winter coaching fee	
a	Per lane, per month (Mondays to Fridays), one hour's coaching per day (20 hours) plus two children's monthly tickets	783.00
b	One hour's coaching per day, per lane	63.00
3.	Events Fees in respect of water sport activities (summer and winter seasons) (all galas and training purposes) Schools and local clubs, as well as controlling bodies that are recognised by the Municipality, whether or not an admission fee is charged. The facilities are not rented out on public holidays.	
3.1	Weekdays	
a	Per morning (Mondays to Thursdays, 08:00 to 13:00)	per hour or part thereof 150.00
b	Per afternoon (Mondays to Thursdays, 13:00 to 18:00)	per hour or part thereof 185.00
c	Per evening (Mondays to Thursdays, 18:00 to 22:00)	per hour or part thereof 270.00
3.2	Weekends	
a	Per morning (Fridays to Sundays, 08:00 to 13:00)	per hour or part thereof 205.00
b	Per afternoon (Fridays to Sundays, 13:00 to 18:00)	per hour or part thereof 245.00
c	Per evening (Fridays to Sundays, 18:00 to 00:00)	per hour or part thereof 340.00
d	Refundable security deposit (the deposit is forfeited when the booking is cancelled)	1,800.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
4.	Other amenities available	
4.1	Squash court	
a	Per court (Mondays to Sundays, 08:00 to 20:00) per ½ hour	14.00
4.2	Clubhouse	
a	Per day (08:00 to 22:00)	450.00
b	Per hour (08:00 to 22:00)	45.00
4.3	Store, kiosk, grounds, office and swim shop hire	
a	Store hire, per month	127.00
b	Pool grounds hire per m ² , per day	14.00
c	Swim shop hire, per month	630.00
d	Kiosk hire, per month	1,600.00
e	Office hire, per month	1,575.00
B. Swimming bath admission fees at De Jongh Diving Centre (diving centre, heated during winter months, diving boards, hot tub)		
1.	Summer season (1 September to 31 March or as close to these dates as possible – the exact opening and closing dates are determined by the director responsible for sport and recreation in each region)	
1.1	Fees per day	
a	Adults (persons of 18 years and older) (per person)	17.00
b	School children (per child)	8.00
c	Preschool children, 2 to 6 years (per child)	7.00
d	Preschool children, 0 to 2 years	Free of charge
e	Persons of 60 years and older who can produce proof thereof, and persons with disabilities (per person)	8.00
1.2	Season and monthly tickets	
1.2.1	Adults (per person)	
a	Ordinary season (1 September to 31 March)	581.00
b	Half season (1 September to 15 December or 16 December to 31 March)	300.00
c	Monthly ticket (31 days from date of purchase)	146.00
1.2.2	School children, pensioners and persons with disabilities (per person)	
a	Ordinary season (1 September to 31 March)	300.00
b	Half season (1 September to 15 December or 16 December to 31 March)	146.00
c	Monthly ticket (31 days from date of purchase)	80.00
d	Season ticket (caregiver, guardian or parent who is not swimming)	100.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
2.	Winter season (1 April to 31 August – the exact opening and closing dates are determined by the director responsible for sport and recreation in each region)	
2.1	Fees per day	
a	Adults (persons of 18 years and older) (per person)	17.00
b	School children (per child)	8.00
c	Preschool children, 2 to 6 years (per child)	7.00
d	Preschool children, 0 to 2 years	Free of charge
e	Persons of 60 years and older who can produce proof thereof, and persons with disabilities (per person)	8.00
2.2	Winter monthly ticket	
a	Adults (per person)	235.00
b	Children, pensioners and persons with disabilities (per person)	120.00
3.	Events	
	Fees in respect of water sport events (summer and winter seasons) (Competitions, diving and others which the facility is designed for.)	
	Schools and local clubs, as well as controlling bodies that are recognised by the Municipality, whether or not an admission fee is charged. The facilities are not rented out on public holidays.	
3.1	Weekdays	
a	Per morning (Mondays to Thursdays, 08:00 to 13:00)	per hour or part thereof 150.00
b	Per afternoon (Mondays to Thursdays, 13:00 to 18:00)	per hour or part thereof 185.00
c	Per evening (Mondays to Thursdays, 18:00 to 22:00)	per hour or part thereof 270.00
3.2	Weekends	
a	Per morning (Fridays to Sundays, 08:00 to 13:00)	per hour or part thereof 205.00
b	Per afternoon (Fridays to Sundays, 13:00 to 18:00)	per hour or part thereof 245.00
c	Per evening (Fridays to Sundays, 18:00 to 00:00)	per hour or part thereof 340.00
d	Refundable security deposit (the deposit is forfeited when the booking is cancelled)	1,800.00
e	Clubhouse – diving (Mondays to Fridays)	430.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
C.	Swimming bath admission fees at Eersterust, Tjaart van Vuuren and Laudium swimming baths (olympic-size swimming pool, children's play equipment, splash pool, ablution facilities, kiosk)	
1.	Summer season (1 September to 31 March or as close to these dates as possible – the exact opening and closing dates are determined by the director responsible for sport and recreation in each region)	
1.1	Fees per day	
a	Adults (persons 18 years and older) (per person)	17.00
b	School children (per child)	8.00
c	Preschool children, 2 to 6 years (per child)	7.00
d	Preschool children, 0 to 2 years	Free of charge
e	Persons of 60 years and older who can produce proof thereof, and persons with disabilities (per person)	8.00
1.2	Season and monthly tickets	
1.2.1	Adults (per person)	
a	Ordinary season (1 September to 31 March)	581.00
b	Half season (1 September to 15 December or 16 December to 31 March)	300.00
c	Monthly ticket (31 days from date of purchase)	146.00
1.2.2	School children, pensioners and persons with disabilities (per person)	
a	Ordinary season (1 September to 31 March)	300.00
b	Half season (1 September to 15 December or 16 December to 31 March)	146.00
c	Monthly ticket (31 days from date of purchase)	80.00
d	Season ticket (caregiver, guardian or parent who is not swimming)	100.00
1.3	Admission fees for schools	
a	Scholars from any school, in classes and accompanied by a teacher, on weekdays between 08:00 and closing time (per child)	7.00
b	School season tickets	
b.1	School season ticket (per child) (08:00 to 14:00) (only Mondays to Fridays during school terms, excluding public holidays)	100.00
b.2	School season ticket (per school) (per month) (only Mondays to Fridays during school terms, excluding public holidays, from 08:00 to 14:00)	630.00
1.4	Summer coaching fees	
	One hour, per lane, per day (Mondays to Fridays), one hour's coaching per day (20 hours maximum)	
1.4.1	50 m swimming bath (no 25 m swimming bath)	783.00
1.4.2	One hour's coaching per day, per lane	63.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
2.	Events Fees in respect of water sport activities (all galas and training purposes) Schools and local clubs, as well as controlling bodies that are recognised by the Municipality, whether or not an admission fee is charged. The facilities are not rented out on public holidays.	
2.1	Weekdays	
a	Per morning (Mondays to Thursdays, 08:00 to 13:00)	per hour or part thereof 150.00
b	Per afternoon (Mondays to Thursdays, 13:00 to 18:00)	per hour or part thereof 185.00
c	Per evening (Mondays to Thursdays, 18:00 to 22:00)	per hour or part thereof 270.00
2.2	Weekends	
a	Per morning (Fridays to Sundays, 08:00 to 13:00)	per hour or part thereof 205.00
b	Per afternoon (Fridays to Sundays, 13:00 to 18:00)	per hour or part thereof 245.00
c	Per evening (Fridays to Sundays, 18:00 to 00:00)	per hour or part thereof 340.00
3.	Other amenities available	
3.1	Swimming pool halls	
a	Per day (08:00 to 22:00)	452.00
b	Per hour (08:00 to 22:00)	50.00
c	Per month (three days a week) (18:00 to 20:00)	440.00
d	Refundable security deposit (the deposit is forfeited when the booking is cancelled)	1,800.00
3.2	Squash courts	
a	Per court (Mondays to Sundays, 08:00 to 22:00)	per ½ hour 14.00
3.3	Gym or hall at Eersterust	Club rental per month 2,230.00
3.4	Gym at Tjaart van Vuuren	rental per month 9,530.00
3.5	Kiosk at Tjaart van Vuuren	rental per month 1,575.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
D.	Swimming bath admission fees at Deon Malherbe, Rooiwal, Sunnyside, Soshanguve, Pretoria North, Les Marais and Temba swimming pools, and Gert van Schalkwyk, Nellmapius, Bronkhorstspuit and Zithobeni swimming baths (25 m swimming pool, ablution facilities, splash pool, children's play equipment, kiosk)	
1.	Summer season (1 September to 31 March or as close to these dates as possible – the exact opening and closing dates are determined by the director responsible for sport and recreation in each region)	
1.1	Fees per day	
a	Adults (persons 18 years and older) (per person)	17.00
b	School children (per child)	8.00
c	Preschool children, 2 to 6 years (per child)	7.00
d	Preschool children, 0 to 2 years	Free of charge
e	Persons of 60 years and older who can produce proof thereof, and persons with disabilities (per person)	8.00
1.2	Season and monthly tickets	
1.2.1	Adults (per person)	
a	Ordinary season (1 September to 31 March)	581.00
b	Half season (1 September to 15 December or 16 December to 31 March)	300.00
c	Monthly ticket (31 days from date of purchase)	146.00
1.2.2	School children, pensioners and persons with disabilities (per person)	
a	Ordinary season (1 September to 31 March)	300.00
b	Half season (1 September to 15 December or 16 December to 31 March)	146.00
c	Monthly ticket (31 days from date of purchase)	80.00
d	Season ticket (caregiver, guardian or parent who is not swimming)	100.00
1.3	Admission fees for schools	
a	Scholars from any school, in classes and accompanied by a teacher, on weekdays between 08:00 and closing time (per child)	7.00
b	School season tickets	
b.1	School season ticket (per child) (08:00 to 14:00) (only Mondays to Fridays during school terms, excluding public holidays)	100.00
b.2	School season ticket (per school) (per month) (only Mondays to Fridays during school terms, excluding public holidays)	630.00
1.4	Learn to swim and development programmes	
	Mondays to Fridays during school terms	35.00
1.5	Summer coaching fee	
	Per lane, per month (Mondays to Fridays), one hour's coaching per day (20 hours maximum)	
1.5.1	25 m swimming bath (no 50 m pool)	400.00
1.5.2	One hour's coaching	per day, per lane 35.00

		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
2	Events Fees in respect of water sport activities (summer and winter seasons) (all galas and training purposes) Schools and local clubs, as well as controlling bodies that are recognised by the Municipality, whether or not an admission fee is charged. The facilities are not rented out on public holidays.	
2.1	Weekdays	
a	Per morning (Mondays to Thursdays, 08:00 to 13:00) per hour or part thereof	150.00
b	Per afternoon (Mondays to Thursdays, 13:00 to 18:00) per hour or part thereof	185.00
c	Per evening (Mondays to Thursdays, 18:00 to 22:00) per hour or part thereof	270.00
2.2	Weekends	
a	Per morning (Fridays to Sundays, 08:00 to 13:00) per hour or part thereof	205.00
b	Per afternoon (Fridays to Sundays, 13:00 to 18:00) per hour or part thereof	245.00
c	Per evening (Fridays to Sundays, 18:00 to 00:00) per hour or part thereof	340.00
3.	Other amenities available	
3.1	Swimming pool hall at Sunnyside	
a	Per day (08:00 to 22:00)	452.00
b	Per hour (08:00 to 22:00)	50.00
c	Refundable security deposit (the deposit is forfeited when the booking is cancelled)	1,800.00
3.2	Kiosks	
a	Sunnyside rental per month	1,575.00
b	Deon Malherbe swimming pool rental per month	1,265.00
E.	SWIMMING POOL ADMISSION FEES AT ZITA PARK, GARSFONTEIN AND CLUB RENDEZVOUS SPLASH POOL	
1.	Summer season: September to April Winter season: Closed	
1.1	Fees per day, including school holidays and public holidays	
a	Adults (persons 18 years and older) (per person)	9.00
b	School children, 6 to 17 years (per child)	6.00
c	Preschool children, 0 to 5 years	Free of charge
d	Persons of 60 years and older (per person)	6.00
The director responsible for sport and recreation in each region or his/her proxy may alter the above-mentioned damage deposit for events or functions that, according to his/her discretion and from previous experience, holds a risk for the Municipality.		

Discounts

The Council resolution of 25 May 1994, as amended by the Council resolution of 26 October 1994, as amended by the Council resolution of 24 June 1998, as amended by the Council resolution of 29 August 2002, as amended by the Council resolution of 24 April 2003, as amended, stipulates as follows:

1. That the relevant director be authorised to approve written applications for the use of shelters and other facilities under his/her control at a 100% discount to the City Manager and heads of departments and directorates solely for City of Tshwane functions if the facilities are not booked.
2. That the relevant director be empowered to approve written applications for the use of shelters and other facilities under his/her jurisdiction from organisations, committees and associations subject to the following guidelines and conditions:
 - (i) Up to 100% discount to various City of Tshwane and government departments, and directorates of Council for training, information sessions, exhibitions and team-building sessions. This training must be in the interest of Council and take place during normal working hours.
 - (ii) Up to 100% discount for marketing and promotional purposes.
 - (iii) Up to 70% discount to associations, forums and other organisations that operate in areas related to the City of Tshwane's goals, for example municipal institutes, where communication with these organisations leads to a better assessment of the needs of the community or to improve the City's service to the community.
 - (iv) Up to 100% discount for community projects, for example handing out food and clothes to the underprivileged, resident association get-togethers, safety and security meetings for residents, including local talent displaying their talents and goods. No discount is applicable when the function is held for fundraising.
 - (v) Up to 100% discount to registered service, welfare and charity organisations who render a community service. No discount is applicable when the function is held for fundraising.
 - (vi) No discount to departments or directorates of the City for social functions.
 - (vii) Up to 50% discount to government departments, organisations, committees and associates who are situated outside the greater Tshwane region.
 - (viii) That the organisations as stipulated in Paragraph (v) above pay the public liability policy.
 - (ix) The refundable damage deposit as well as the public liability policy must still be paid by the organisations mentioned in Paragraphs (iii), (iv) and (vii) above.
 - (x) Where a discount is given by the relevant director, the applicant will be held liable for all costs involved while the facility is made available to it.
3. That the discount will only be granted on condition that –
 - the facilities are not booked;
 - the facilities are not used for commercial purposes; and
 - that the facilities are not used for social gatherings.

Services rendered by the Community and Social Development Services Department

City-managed preschool fees are currently R250,00 per child per month, irrespective of parent or guardian

In view of the fact that the fees have remained below market-related rates for some time, it is therefore proposed that adjustments be instituted to cover the running costs.

The monthly fee to be increased from R250,00 to R270,00 (8%) per child per month and be implemented during the 2020/21 financial year.

Services rendered by the Community and Social Development Services Department

Particulars	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
1. Preschool fees, per child per month	270.00

GROUP PROPERTY

Council approved the Land Management Policy in March 2019. Key interventions envisaged in the policy are as follows:

- Introducing a well-defined segmentation between viable and unviable properties
- Mapping out the process to be followed towards leasing and/or selling City-owned properties
- Outlining a roadmap for the consideration and processing of unsolicited bids

Group Property undertook a comparative analysis with other municipalities as part of driving efficiency in the management of the application process. Among others, the glaring gaps in the current City of Tshwane process is the absence of an administrative fee system for processing land applications.

Two disadvantages of this are the following:

- Loss of revenue for the City. This is compounded by the fact that the City also carries the cost associated with processing applications (like public notices)
- The overburdening of the City's application system resulting in heavy land application backlogs.

In order to mitigate these, Group Property envisages introducing various land application fees.

The land application fees are applicable to categories of properties that qualify for applications according to the Land Management Policy, including the following:

- Churches and non-governmental organisations
- Applications for sporting or recreational purposes
- Applications for cellular masts
- Applications for the registration of servitudes over City-owned land
- Applications to acquire or lease unviable properties
- Unsolicited bids
- Applications for land release relevant to historical allocation

All other categories of leases (like business leases) will be subject to a proactive release and a competitive bidding process.

Calculation of the fees

- The calculation of the fees is based on an average benchmarking from research and analysis of other metros.
- The fees will be reviewed annually which is in line with the City's revised policy on the management of immovable property.
- The Group Head: Group Property may, at his/her discretion, waive an administrative fee where it is in the communities' interest and/or in the interest of the plight of the poor (non-governmental or non-profit organisations) as envisaged in the City's policy on the management of immovable property.

GROUP PROPERTY - HALL AND COUNCIL CHAMBER TARIFFS

Group Property is responsible for hiring out certain community halls and council chambers. The halls are used for a range of community activities, such as public meetings, training, church services, weddings, funerals, etc, and have a variety of facilities such as kitchens, toilets and entertainment areas.

On 16 October 2019, the Mayoral Committee approved the Facilities Management and Office Optimisation Strategy. The strategy pinpoints the need for facilities management responsibilities to include identifying and managing revenue generating opportunities. These opportunities transcend both core and non-core services and include the hiring out and management of venues.

The City spends its budget for halls on the following expenditure items:

1. Repairs and maintenance
2. Staff salaries
3. Staff overtime
4. Security
5. Cleaning

Most of current tariffs for halls and council chambers are either low or non-existent and thus do not generate the sufficient revenue that they potentially could. The fees charged should at least be assessed according to community affordability, grading and size of the facility.

Some council chambers and boardrooms within the chambers are mostly used for internal meetings, whereas the City could earn revenue from hiring out council chambers to other organs of state and the public. When determining these tariffs it is important to support the community and small, medium and micro enterprises, especially in terms of hiring out community halls.

The fees proposed herein for the 2020/21 financial year attempt to rectify and ensure that the halls and chambers are self-sustainable in future. In this manner, an equitable percentage of the expenditure for each hall or chamber can be recovered from the revenue. An example is a council chamber that contains an audio system, as well as kitchens that contain large stoves, cold rooms and fridges that are costly to repair, replace and maintain.

Group Property will ensure that all outstanding repairs and maintenance in the halls and chambers are effected. Condition assessments have already been conducted to repair any defects.

GROUP PROPERTY**General tariffs**

Category	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Lease application fee	575.00
Advertising fee (unsolicited bids)	5,750.00
Granting of temporary permission (30-day use)	2,300.00

Tariffs for minor encroachments

Category		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
More than 0 cm to 10 cm over the property boundary		No charge
10 cm to 50 cm over the property boundary	per annum	1,380.00

Note: Encroachments over the property boundary by more than 50 cm or bigger than 50 m² will be dealt with by means of a lease.

Applications for gardening and/or security purposes

Land size		With effect from 1 July 2020 until 30 June 2021
		Total (VAT included) R
Less than 100 m ²	per annum	418.00
More than 100 m ² but less than 200 m ²	per annum	836.00
More than 200 m ² but less than 300 m ²	per annum	1,253.00
More than 300 m ² but less than 400 m ²	per annum	1,671.00
More than 400 m ² but less than 500 m ²	per annum	2,090.00
More than 500 m ²	per annum	2,507.00

Servitudes

Category	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Disposal (granting of servitude)	1,000.00
Permission to register servitude over a City of Tshwane servitude	1,000.00

Consent and contract administration fees

Category	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Consent for transfer of leases (cession of rights)	1,500.00
Contract administration	500.00
Contract renewal	750.00

Cost of valuations

Value of property	With effect from 1 July 2020 until 30 June 2021
	Total (VAT included) R
Up to R150 000	575.00
From R150 000 to R350 000	2,300.00
From R350 000 to R500 000	4,600.00
From R500 000 to R750 000	5,980.00
From R750 000 to R1 000 000	7,705.00
From R1 000 000 to R5 000 000	8,855.00
From R5 000 000 to R10 000 000	15,755.00
From R10 000 000 to R25 000 000	23,805.00
From R25 000 000 to R50 000 000	44,505.00
From R50 000 000 to R100 000 000	64,630.00
Over R100 000 000	87,630.00

Note: The proposed valuation fees are based on the gazetted guidelines of the South African Council for the Property Valuers Profession

OFFICE ACCOMMODATION AND OPERATIONS

The following rentals for hiring per occasion are recommended for the following facilities:

1. HALLS

The halls mentioned below are used for holding public meetings, training, entertainment and other functions. They have a variety of facilities such as a kitchen, toilets, storage space, etc which should be provided at nominal rates for hire, with rentals tied to the socio-economic status of the area to provide an affordable service.

1.1 AKASIA HALL

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	143.75
12:00 to 18:00	Per hour	161.00
18:00 to 06:00	Per hour	178.25
Saturdays	Per hour	195.50
Sundays and public holidays	Per hour	212.75
Mondays to Thursdays	Daily (07:00 to 00:00)	2,990.00
Fridays	Daily (07:00 to 00:00)	3,154.45
Saturdays	Daily (07:00 to 00:00)	3,291.99
Sundays and public holidays	Daily (07:00 to 00:00)	3,442.99
Church services and commercial	For first four hours	851.00
	Per hour thereafter	276.58
Damage deposit	Per occasion	1,650.00

1.2 ERASMIA HALL

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	57.50
12:00 to 18:00	Per hour	74.75
18:00 to 06:00	Per hour	92.00
Saturdays	Per hour	109.25
Sundays and public holidays	Per hour	126.50
Mondays to Thursdays	Daily (07:00 to 00:00)	718.75
Fridays	Daily (07:00 to 00:00)	1,150.00
Saturdays	Daily (07:00 to 00:00)	1,266.15
Sundays and public holidays	Daily (07:00 to 00:00)	1,324.23
Church services and commercial	For first four hours	506.00
	Per hour thereafter	145.48
Damage deposit	Per occasion	1,100.00

1.3 LYTTTELTON HALL

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	84.53
12:00 to 18:00	Per hour	101.78
18:00 to 06:00	Per hour	119.03
Saturdays	Per hour	136.28
Sundays and public holidays	Per hour	153.53
Mondays to Thursdays	Daily (07:00 to 00:00)	1,437.50
Fridays	Daily (07:00 to 00:00)	2,062.53
Saturdays	Daily (07:00 to 00:00)	2,152.46
Sundays and public holidays	Daily (07:00 to 00:00)	2,251.18
Church services and commercial	For first four hours	614.10
	Per hour thereafter	176.55
Damage deposit	Per occasion	1,650.00

1.4 LAUDIUM CIVIC CENTRE HALL

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	84.53
12:00 to 18:00	Per hour	101.78
18:00 to 06:00	Per hour	119.03
Saturdays	Per hour	136.28
Sundays and public holidays	Per hour	153.53
Mondays to Thursdays	Daily (07:00 to 00:00)	1,213.25
Fridays	Daily (07:00 to 00:00)	2,426.50
Saturdays	Daily (07:00 to 00:00)	2,532.30
Sundays and public holidays	Daily (07:00 to 00:00)	2,648.45
Church services and commercial	For first four hours	614.10
	Per hour thereafter	176.55
Damage deposit	Per occasion	1,650.00

2. FORUM

2.1 AKASIA FORUM

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
Fridays	Daily (07:00 to 00:00)	7,279.50
Saturdays	Daily (07:00 to 00:00)	7,596.90
Sundays and public holidays	Daily (07:00 to 00:00)	7,945.35
	Per hour thereafter	467.37
Damage deposit		1,875.00

3. COUNCIL CHAMBER

3.1 CENTURION AND SAMMY MARKS SQUARE

3.1.1 CHAMBER

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	517.50
12:00 to 18:00	Per hour	534.75
18:00 to 06:00	Per hour	552.00
Fridays	Per hour	569.25
Saturdays	Per hour	586.50
Sundays and public holidays	Per hour	603.75
Mondays to Thursdays	Daily (07:00 to 00:00)	6,900.00
Fridays	Daily (07:00 to 00:00)	7,935.00
Saturdays	Daily (07:00 to 00:00)	9,125.25
Sundays and public holidays	Daily (07:00 to 00:00)	10,494.04
Church services and commercial	For first four hours	2,415.00
	Per hour thereafter	694.31
Damage deposit	Per occasion	3,500.00

3.1.2 AUDITORIUM

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	391.00
12:00 to 18:00	Per hour	408.25
18:00 to 06:00	Per hour	425.50
Fridays	Per hour	392.15
Saturdays	Per hour	409.40
Sundays and public holidays	Per hour	426.65
Mondays to Thursdays	Daily (07:00 to 00:00)	4,600.00
Fridays	Daily (07:00 to 00:00)	5,290.00
Saturdays	Daily (07:00 to 00:00)	6,083.50
Sundays and public holidays	Daily (07:00 to 00:00)	6,996.03
Church services and commercial	For first four hours	1,706.60
	Per hour thereafter	490.65
Damage deposit	Per occasion	2,500.00

3.1.3 KITCHEN

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	391.00
12:00 to 18:00	Per hour	408.25
18:00 to 06:00	Per hour	425.50
Fridays	Per hour	392.15
Saturdays	Per hour	409.40
Sundays and public holidays	Per hour	426.65
Mondays to Thursdays	Daily (07:00 to 00:00)	4,321.50
Fridays	Daily (07:00 to 00:00)	5,084.12
Saturdays	Daily (07:00 to 00:00)	5,981.32
Sundays and public holidays	Daily (07:00 to 00:00)	7,036.85
Church services and commercial	For first four hours	1,706.60
	Per hour thereafter	490.65
Damage deposit	Per occasion	3,500.00

3.1.4 BOARDROOM WITHIN COUNCIL CHAMBER

		With effect from 1 July 2020 until 30 June 2021
DAY	HOUR	Total (VAT included) R
07:00 to 12:00	Per hour	84.53
12:00 to 18:00	Per hour	101.78
18:00 to 06:00	Per hour	119.03
Saturdays	Per hour	136.28
Sundays and public holidays	Per hour	153.53
Mondays to Thursdays	Daily (07:00 to 00:00)	1,437.50
Fridays	Daily (07:00 to 00:00)	2,062.53
Saturdays	Daily (07:00 to 00:00)	2,152.46
Sundays and public holidays	Daily (07:00 to 00:00)	2,251.18
Church services and commercial	For first four hours	614.10
	Per hour thereafter	176.55
Damage deposit	Per occasion	1,650.00

3.2 OU RAADSAAL AND TSHWANE HOUSE COUNCIL CHAMBER

These council chambers are for internal use only.



TARIFF POLICY

With effect from 1 July 2020

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1. Preamble

In terms of section 62 (1) (f) of the Local Government: Municipal Finance Management Act (MFMA), 2003 (Act 56 of 2003), the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality and must for this purpose take all reasonable steps to ensure that, inter alia, the Municipality has and implements a tariff policy referred to in section 74 of the Local Government: Municipal Systems Act (MSA), 2000 (Act 32 of 2000), as amended.

In terms of section 74 of the Municipal Systems Act, the municipal council must adopt a tariff policy on the levying of fees for municipal services provided by the Municipality itself or by way of service delivery agreements.

This policy has been compiled in accordance with:

The Constitution of the Republic of South Africa, 1996 (Act 108 of 1996), as amended; Local Government: Municipal Systems Act (MSA), 2000 (Act 32 of 2000), as amended; Local Government: Municipal Finance Management Act (MFMA), 2003 (Act 56 of 2003); Local Government: Municipal Property Rates Act (MPRA), 2004 (Act 6 of 2004); Value Added Tax Act, 1991 (Act 89 of 1991); and City of Tshwane Property Rates Policy as reviewed annually.

2. Definitions

In this Tariff Policy, unless inconsistent with the context, a word or expressions to which meaning in the Act has been attached means the following:

“Accounting Officer” means the Accounting Officer appointed in terms of section 82 of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998), and being the head of administration and Accounting Officer in terms of section 55 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

“Basic municipal services” means municipal services that are necessary to ensure an acceptable and reasonable quality of life and, if not provided, could endanger public health or safety of the environment. For the City of Tshwane Metropolitan Municipality, this shall include among other things electricity, water, refuse removal and sewerage services.

“Break-even” occurs when the revenue is equal to the total of the fixed and variable cost associated with the provision of the service.

“Community services” are services that the Council has classified as such and the tariffs have been compiled with the intention that the costs of the services cannot be recovered fully from public service charges and are of a regulatory nature.

“Consumer, customer, owner, occupier, and account-holder” in this policy refers to individuals and other legal entities against whom a tariff, fee, charge or other levy specific to identifiable services are levied. The levying of tariffs, fees, charges, etc, depends on statutory clauses, an approved tariff in terms of by-laws, contracts, agreements or tacit uses of services in certain circumstances. Such levies are payable on presentation of any invoice or monthly statement issued by the Chief Financial Officer. Payments are due by the date indicated for the transaction, in an agreement/ contract, an invoice or monthly statement as the case may be.

“Economic services” are services that the City of Tshwane Council has classified as such and the tariffs have been compiled with the intention that the total costs of the services are recovered from customers.

“Fixed costs” are costs which do not vary with consumption or volume produced.

“Resident” means a person who ordinarily resides in the jurisdictional area of City of Tshwane Metropolitan Municipality.

“The Act” the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended;

The Constitution of the Republic of South Africa, 1996 (Act 108 of 1996), as amended;

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

Local Government: Municipal Property Rates Act (MPRA), 2004 (Act 6 of 2004).

“Total cost” is the sum of all fixed and variable costs associated with a service.

“Trading services” are services that the Council has classified as trading services. Typically, the consumption of a trading service is measurable and can be apportioned to an individual consumer.

“Units consumed” are the number of units of a particular service consumed by a customer.

“Variable costs” are costs that vary with consumption or volume produced.

“VAT” Value Added Tax is charged in accordance with the existing national tax legislation on all consumptive tariffs and all miscellaneous tariffs as indicated in the City’s tariff schedules.

3. Introduction

One of the primary functions of a local authority is to provide services to the people resident within its municipal area. The funding of these services is made possible by levying property taxes, charging for municipal services rendered and levy collection through business levies. Tariffs represent the charges levied by Council on consumers for the utilisation of services provided by the Municipality. These are calculated dependent on the nature of service being provided. They may be set in a manner so as to recover the full cost of the service being provided or recover part of the costs or bring about a surplus that can be utilised to subsidise other non-economical services.

4. Relationship with other policies

This policy is to be read in conjunction with other relevant adopted policies of the municipality, including the following:

Property Rates Policy
Social Package Policy
Budget Policy
Sanitation Tariff Policy
Electricity By-Law

Water Supply By-Law
Sanitation By-Law
Solid waste By-Law
Property Rates By-Law
Collection Policy (Credit and Debt Control)

5. Purpose

The purpose of the tariff policy is to ensure that:

The tariffs of the Municipality comply with the legislation prevailing at the time of implementation.

The municipal services are financially sustainable, affordable and equitable.

The needs of the indigent, aged and disabled are taken into consideration.

There is consistency in how the tariffs are applied throughout the municipality.

The policy is drawn in line with the principles as outlined in the MSA (see 5 below)

6. Principles

In terms of S74 (2) of the Municipal Systems Act of the following principles should at least be taken into account when formulating a Tariff Policy:

- The users of municipal services should be treated equitably in the application of tariffs.
- As far as practically possible, consumers should pay in proportion to the amount of services consumed.
- All households, with the exception of the poor (indigent), should pay the full costs of services consumed. Poor households must have access to at least a minimum level of basic services through:
 - Tariffs that cover the operating and maintenance costs,
 - Special lifeline tariffs for low levels of use or consumption of services or basic levels of service, or
 - Any other direct or indirect method of subsidisation of tariff for poor households.
- The tariff must include the cost reasonably associated with rendering the service, including capital, operating, maintenance, administration, replacement and interest charges.
- Tariffs must be set at a level to facilitate financial sustainability of the service, taking into account subsidisation from sources other than the service concerned.
- Provision may be made in appropriate circumstance for a surcharge on the tariff for a service.
- Provision may be made for the promotion of local economic development through a special tariff for categories of the commercial and industrial users.
- The economic, efficient and effective use of resources, the recycling of wastes and other appropriate environmental objectives must be encouraged.
- The extent of subsidisation of the poor households and other categories of users should be fully disclosed.
- In terms of S74 (3) of the MSA, a tariff policy may differentiate between different categories of users, debtors, service providers, services and geographical areas as long as the differentiation does not amount to unfair discrimination. In order to give full

effect to this section, Section 75 (1) of the MSA provides for the municipal council to adopt bylaws.

7. Classification of trading, rates and community services

There are three categories of municipal services (ie trading, rate and general and housing services) which are discussed as follows:

7.1 Trading services

These services are defined as services whereby the consumption of the service is measurable and can be accurately apportioned to an individual consumer. These services are hence managed like businesses. The tariffs for these services are budgeted for in such a way that at least a break-even situation for the municipality will be realised. Examples of these services include water and sanitation, electricity, and waste removal.

The primary purpose of a tariff structure is to recover the actual costs of the rendering of a particular service to avoid cross-subsidising of services.

In order to determine the tariffs which must be charged for the supply of the four major services, ie electricity, water, sanitation and waste removal, the Municipality shall identify all the costs of operation of the undertakings concerned, including specifically the following:

- Cost of bulk purchases in the case of water and electricity.
- Distribution costs.
- Distribution losses in the case of electricity and water. The Council's pricing strategy for these services is to recover the full cost of rendering the service to the communities.
- Depreciation expenses.
- Maintenance of infrastructure and other fixed assets.
- Cost of approved indigent relief measures and cross-subsidising of low consumption.
- Administration and service costs, including:
 - service charges levied by other departments such as finance, human resources and legal services;
 - reasonable general overheads, such as the costs associated with the Office of the Municipal Manager;
 - adequate contributions to the provisions for bad debts and obsolescence of stock; and
 - all other ordinary operating expenses associated with the service concerned including, in the case of the electricity service, the cost of providing street lighting in the municipal area.

7.2 Rates

The municipality must in terms of section 3(3) of the Act, determine or provide criteria for the determination of categories of properties for the purpose of levying different rates and categories of owners of properties, or categories of properties, for the purpose of granting exemptions, rebates and reductions.

A municipal council must annually review, and if necessary, amend its rates policy, and any amendments to a rates policy must accompany the municipality's annual budget when it is tabled in the council in terms of section 16(2) of the Municipal Finance Management Act.

7.2.1 Different categories of rateable properties

- Categories of rateable property for the purpose of levying different rates, are determined according to the following criteria:-
 - (a) Use of the property
 - (b) Permitted use of the property or
 - (c) A combination of (a) and (b)
- The municipal valuer will be responsible for
 - (a) the categorising of rateable properties in accordance with this policy, and
 - (b) the maintenance thereof,

provided that any change in the actual use of the property, may in the discretion of the said valuer, be changed to the appropriate category in accordance with the Policy.
- Categories of rateable property for purposes of levying differential rates as informed by the criteria are determined as follows:-
 - (a) residential properties;
 - (b) business and commercial properties;
 - (c) educational Institutions;
 - (d) eco-tourism & game farm
 - (e) industrial properties;
 - (f) mining properties;
 - (g) municipal properties (not used by the Municipality);
 - (h) State-owned properties;
 - (i) agricultural properties;
 - (j) non-permitted use;
 - (k) vacant land;
 - (l) Public Benefit Organisation; and
 - (m) Township Development
- Residential Properties

In addition to the impermissible rate on the first R15,000 of the market value of specific categories of a property, a further R135 000, reduction on the market value of a property will be applicable;

- Properties eligible to Rate Ratios

- Agricultural Properties

The meaning of the phrase “agricultural property” in terms of interpreting this property category for the purpose of determining the ratios in addition, in terms of the Act is defined as follows:

“property that is used primarily for agricultural purposes but excludes any portion thereof that is used commercially for hospitality of quests, and excludes the use of property for purpose of ecotourism or for the trading in or hunting of game.”

Therefore any farm property that is used for anything other than agricultural activity, such as for industrial activity, residential purposes, business and commercial activity, trading in or hunting of game or eco-tourism among others is not covered by the ratio for agricultural property. The properties outside the meaning of “agricultural property” defined as outlined above and in the Regulation should be treated according to the municipality’s rates policy as far as it applies to those categories of property (e.g. residential, business, commercial, industrial etc.)

The rate applicable on agricultural property as contained in the definition of farm property, and as prescribed by the Municipal Property Rates Regulations which took effect from 1 July 2009:

The ratio in relation to residential property is:

Residential property 1:1 Agricultural property 1:0.25

- Public benefit organisation properties

The rate applicable on property registered as Public benefit organisation, as prescribed by the Municipal Property Rates Regulations published in Government Notice No. 33016 of 12 March 2010 that took effect on 1 July 2010, may not exceed the ratio to the rate on residential properties where:

The ratio in relation to residential property is:

Residential property 1:1 Public benefit organisation property 1:0.25

7.2.2 Property used for multiple purpose

- A property used for multiple purposes will, for rates purposes, be assigned to a category determined by the municipality for properties used for:-
 - (a) A property used for residential will be categorised as residential property
 - (b) A property used for business will be categorised as non- residential (commercial or business) property

- A rate levied on a property assigned to a category of properties used for multiple purposes will be determined by:-

A market value of property used for multiple purpose will be apportioned as follows:

- The large portion of the market value of such property will be apportioned to dominant use
- The remaining market value will be apportioned to non-dominant use

Levying of rates on property used for multiple purpose will be levied to respective property as follows:

- A property categorised as residential will pay property rates such that the residential rate is applied to the market value as apportioned for residential and will receive reduction and rebates
- A property categorised as non-residential (commercial or business) will pay property rates such that the non-residential rate is applied to the market value as apportioned for portion and will not receive residential reduction and rebates

7.2.3 Levying rates on sectional title schemes

A rate on property which is subject to a sectional title scheme will be levied in accordance with sections 10 and 92 of the Act, 2004, on the individual sectional title units in the scheme and not on the property as a whole.

7.2.4 Liability for rates

The levying of rates on a property will be effected in terms of the Municipality's Rates Policy as amended from time to time.

The Municipality will, as part of each annual operating budget process, determine a rate in the rand to be levied on the market value of the property in every category of properties.

Rates will be recovered monthly.

- Recovery of rates due will be in accordance with the City of Tshwane Metropolitan Municipality's Debt Collection Policy (credit and debt control).

7.2.5 Exemption of owners of properties:

A municipality may in terms of the criteria as set out in its rates policy:-

- exempt a specific category of owners of properties, or the owners of a specific category of properties, from payment of a rate levied on their property; or (b) grant to a specific category of owners of properties, or the owners of a specific category of properties, a rebate on or a reduction in the rates payable in respect of their properties.

Categories of owners of properties:

- Indigents;
- Pensioners, Disability grantees and/or Medical boarded persons;
- Owners temporarily without income;
- Owners of residential properties;
- Owners of properties in areas affected by disaster or serious adverse social or economic conditions

7.3 Economic services

Small and large businesses rely on the actions of local government in a number of ways and are also subject to a number of municipal regulations. A review and simplification of municipal procedures and regulations can have a significant impact on the local economy. For example, procurement procedures can be revised to maximise the impact of municipal purchases on job creation and the local economy. Cost and quality must still be central criteria; however, support can be given to emerging contractors by breaking tenders down into smaller parts, providing targeted information and training, or allowing exemption from large securities.

Rezoning requests and applications for building permits by developers are frequently held up in cumbersome bureaucratic approval processes. In many cases, these can be simplified. The establishment of a spatial framework which identifies land for residential, commercial and mixed development can help to speed up rezoning by establishing clear guidelines up-front.

Customer management and billing are often handled by several different municipal departments with offices in different locations. The establishment of user-friendly one-stop shops which can advise residents and deal with single accounts for all municipal services can increase the quality and efficiency of local services.

7.4 Subsidised services and community services

These are services for which tariffs are fixed in such a way that at least a portion of the cost of providing the service can be recovered. The consumption of these services can be determined reasonably accurately and can be apportioned to individuals and consumers. However, if the tariffs for using this service were based on its real cost, nobody would be able to afford it. In most cases not only would the consumer benefit from using the service, but also other persons.

Therefore, user charge is payable for using the service, but the tariff is much lower than the real cost of providing the service. These services include firefighting, approval of building plans and the construction of buildings, leasing of municipal facilities, selling of burial sites and certain town planning functions.

Community services are those services for which the Council is unable to accurately determine the consumption and hence apportion to individual consumers. These services are typically financed through property rates. These services include the operation and maintenance of parks and recreation facilities, provision and maintenance of roads and storm-water drainage systems, the establishment, management and maintenance of cemeteries and traffic regulation.

In addition to the above services domestic refuse and sewage removal is also a community service provided directly to all the residents and for which costs form part of a balanced budget.

The Municipality also provides support services such as committee services, records and archives, financial management accounting and stores, occupational health and human resources management, which are financed through property rates.

7.5 Housing and hostel services

These are usually grouped into three categories, namely, letting schemes, selling schemes and hostels. All income and expenditure transactions in respect of such schemes fall into this category and the objective of the service is to be economical, ie the operating income should cover the operating expenditure.

In addition, these functions are being carried out on an agency basis as these are not deemed as Local Government functions.

7.6 User groups

- Users are traditionally divided into user groups as set out below:
 - Domestic (residential);
 - Businesses/commercial;
 - Industries/bulk customers;
 - Farm properties (agricultural);
 - Accommodation establishments (including guest houses);
 - Municipal consumption (departmental charges);
 - Institutions that may be directly subsidised for example retirement homes, schools and hostels, sports organisations, etc; and
 - Special arrangements for specific developments as may be determined by Council from time to time.
- A continuous effort should be made to group those users who have more or less the same access to a specific service together.

8. Determination of tariffs

Major factors/Contributing factors

- The impact of inflation, the municipal cost index and other cost increases.
- An aggressive policy of collecting revenue.
- The requirements of the various tariff policies.
- Guidelines with regard to main services accounts.
- Credible collection rates and collection improvement targets.
- The ability to extend new services and the recovering of costs.
- Tariffs for the main services are compiled taking the revenue and tariff setting Model as well as budgeting principles and guidelines into consideration.

9. Free basic services

Free basic municipal services refer to those municipal services necessary to ensure an acceptable and reasonable quality of life and which service, if not provided, could endanger public health or safety or the environment.

In terms of the South African Constitution, all customers should have access to basic services. Currently, the free basic services provided to the domestic customers within the City are as follows:

- The extent of the monthly indigent support granted to indigent households must be based on budgetary allocations for a particular financial year and the tariffs determined for each financial year.
- The general threshold for indigent support is restricted to qualifying households with a combined income amount determined by Council at the beginning of every financial year and will be applied for the duration of that particular financial year.
- The Municipality recognises the following rates and service charges for indigent support:
 - Electricity;
 - Water;
 - Refuse removal;
 - Sewerage;
 - Property rates;
 - Sanitation chemical toilets;
 - Rudimentary services;
 - Formalisation.

10. Main services

It is essential that a compromise is reached between the following needs with the determination of a tariff structure:

- The need to reflect costs as accurately as possible in order to achieve cost-effectiveness;
- The need to ensure equality and fairness between user groups;
- The need for a practically implementable tariff;
- The need to use appropriate metering and provisioning technology;
- The need for an understandable tariff; and
- The user's ability to pay.

Taking into consideration the abovementioned points the tariff structure of the following services is discussed:

10.1 Electricity

To calculate the tariff for electricity, the actual cost incurred in the supply of electricity to the community has to be taken into consideration. The principle of basic levies as well as per unit tariff for electricity is determined by the cost structure. This cost structure consists of the following components:-

Fixed costs: It represents that portion of expenses that must be incurred irrespective of the fact whether or not any electricity has been sold, for example, the salary of staff who have been appointed permanently with specific tasks relating to the provision of electricity, costs of capital and insurance that is payable in respect of the infrastructure. These costs must be recovered whether any electricity is used or not.

The costs are therefore recovered by means of a fixed levy per period (normally as a basic monthly charge) in order to ensure that these costs are covered.

Variable costs: It relates to the physical provision of electricity according to consumption/demand and must be financed by means of a unit tariff which is payable per kWh/KVA electricity consumed.

Profit taking: The tariffs for these services are determined in such a way that a nett trading surplus is realised. Any trading surplus is used to subsidise the tariffs of rate funded services.

The following tariff structures were used for the determination of tariffs:

Inclining block tariff (IBT) (for residential, business and commercial properties with prepaid electricity meters) where customers' consumption is divided into blocks and each subsequent block has a higher energy rate (c/kWh). The tariff structure has been set by NERSA in order to protect/cross-subsidise low-income domestic customers and to promote energy efficiency.

Single-rate energy tariff (all costs expressed in a single cent/kWh charge).

Electricity tariffs are promulgated annually to determine the cost of selling the electricity and delivery of certain services to customers of the City of Tshwane.

Part I

Part 1 of the tariffs contains the tariffs for retail distribution of electricity. The tariff structure consists of the following components.

10.1.1 Domestic tariff scales

- Indigent: Conventional and prepaid

For indigent consumers officially registered with the City of Tshwane Metropolitan Municipality, the first 100 kWh consumed per calendar month period per residential unit since the previous meter reading will be issued free of charge.

- Prepaid and conventional

Subject to any additional charges contained in Part II of the tariff, and to the exceptions set out in group (x), this scale will apply to premises situated within legally established townships, where electrical power is supplied at low voltage to the following groups of consumers, and which have the main circuit-breaker size of not more than 80 amperes per phase. In the case of a single-phase, two-phase or three-phase connection, provided that where a three-phase connection is supplied to the premises and the rating of the consumer's main circuit-breaker is more than 80 amperes per phase - excluding bulk domestic complexes, the Divisional Head: Energy Business may determine that the Low Voltage Three-phase Demand Scale will apply (two-phase connections are not available for new connections, and the tariff is only applicable to existing two-phase connections) to:

- (i) A residential unit
- (ii) A boarding house
- (iii) A flat
- (iv) A non-profitable nursing home
- (v) A charitable institution/home
- (vi) A hostel
- (vii) A School/Crèche/Early Childhood Development Facility
- (viii) A building used exclusively for public worship
- (ix) A club, other than a club licensed under any liquor act
- (x) A pumping plant where the water pumped is used exclusively for domestic purposes on premises receiving a supply under this scale of the tariff
- (xi) A building or separate section of a building comprising a number of the foregoing groups or other units used exclusively for residential purposes, the consumption of which is separately metered by the municipality for the determination of charges due under this scale

Classes (iv), (v), (vii) and (viii) situated outside legally established townships
Premises for which a written request was submitted to and approved by Divisional Head: Energy Business

- Domestic standard supply single and three phase: Conventional and prepaid:

For a connection with a conventional meter, energy consumed per thirty-day period since the previous meter reading is charged per month or part of a month. Prepaid energy purchases are charged per calendar month.

- Domestic three-phase demand supply:

For residences where a three-phase connection is supplied to the premises and the rating of the consumer's main circuit breaker is more than 80 amperes per phase – excluding bulk domestic complexes.

- Domestic time-of-use: Conventional and prepaid:

Currently not available. Time-of-use tariffs will be made available to standard domestic customers when the automated meter reading system with time-of-use capabilities has been implemented and commissioned.

- Domestic bulk supply

Subject to any additional charges contained in Part II of the tariff, this scale will apply to domestic complexes and gated domestic communities situated within legally established townships (unless explicitly otherwise determined by the Divisional Head: Energy Business) within and outside the municipal boundaries where electricity is supplied in bulk via a single connection of at least 80A at low voltage or medium voltage, to the following classes of consumers.

A body corporate or the authorised reselling agent of a bulk residential complex that purchases electricity only for resale to residential dwelling units on the same premises at the prescribed domestic reselling tariffs of the municipality and where such consumption is determined by means of conventional or prepaid sub-meters.

Residential complexes include blocks of flats, including separate units in terms of the Sectional Titles Act, 1971 (Act 66 of 1971), and the Sectional Titles Act, 1986 (Act 95 of 1986), but exclude premises with only a second dwelling unit.

- Domestic bulk standard supply
- Domestic bulk time-of-use supply

- Lifeline: Prepaid

Subject to any additional charges contained in all Part II of the tariff, this scale will apply to premises situated within legally established townships where electrical power is supplied at low voltage to the following groups of consumers with the main circuit-breaker size of not more than 20 amperes in the case of a single-phase connection, where a life-line subsidised connection has been taken, that is metered by a prepaid meter.

- A residential unit
- A flat

- Agricultural holdings and farm land: Conventional or prepaid

Subject to any additional charges contained in Part II of the tariff and excluding premises falling under group (x) of the Domestic Single- and Three-phase: Conventional or prepaid; lifeline: Prepaid or under the low voltage Three-phase Demand Scale, this scale will apply to premises situated outside legally established townships within or outside the municipal boundaries, to which electricity is supplied or made available at low voltage, with the main circuit-breaker size of not more than 80 amperes per phase, and in the case of a single-phase or three-phase connection.

- Notes

- The defined daily time-of-use periods throughout the year will be as per the current Eskom Megaflex tariff that may be applicable to the City, excluding the application of public holidays. Meters will be set up according to the actual day of the week.
- The defined daily time-of-use periods throughout the year will be as per the current Eskom Megaflex tariff that may be applicable to the City.
- The Divisional Head: Energy Business may impose a specific minimum load requirement to qualify for this scale.

- The Divisional Head: Energy Business has the authority to reverse the tariff of a complex without notice to standard supply where the resellers fail to accommodate clients in the complex requesting the approved domestic time-use tariffs.
- Due to legislation requiring time-of-use tariff scales for all bulk consumers, all standard bulk domestic demand connections will be phased out and be replaced with time-of-use metering and tariff scales, subject to the City of Tshwane's capability to comply.

10.1.2 Non-domestic/business tariff scales

In accordance with Policy Position 43 of the Electricity Pricing Policy No. 1398 –

non-licenced traders of electricity must provide the electricity at terms, tariffs and services not less favourably than that provided by the licenced distributor in the area.

In accordance with the Electricity Regulation Act, 2006 the power and duties of the licensee are the following:

A licensee may not discriminate between customers or classes of customers regarding access, tariffs, prices and conditions of service, except for objectively justifiable and identifiable differences approved by the regulator.

Resellers must charge the municipal-approved rates only. A penalty fee will be applied to resellers who do not comply.

- Non-domestic single phase: Conventional

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises situated within legally established townships where electrical power is supplied at low voltage to the following groups of consumers, with a main circuit breaker size of not more than 80 amperes in the case of a single-phase connection:

- (i) A shop, store or business
- (ii) An office block
- (iii) A hotel licensed under the Liquor Act
- (iv) A bar
- (v) A cafe, tearoom or restaurant
- (vi) A combined shop and tearoom
- (vii) A public hall
- (viii) A club licensed under the Liquor Act
- (ix) An industrial, manufacturing concern or service industry
- (x) An educational institution, excluding a hostel, if metered separately
- (xi) A building or section of a building comprising a number of the above classes
- (xii) All consumers not defined under other scales of the tariff

- Fixed monthly charge
 - Non-domestic single phase: Prepaid

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises situated within legally established townships where electrical power is supplied at low voltage, with the main circuit-breaker size of not more than 80 amperes in the case of a single-phase connection, to the groups of consumers listed in item (i) up to and including (xii) in the preamble to the Non-domestic Single phase: Conventional scale
 - Non-domestic three phase: Conventional

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises situated within legally established townships where electrical power is supplied at low voltage, with a main circuit-breaker size of not more than 150 amperes per phase in the case of an existing three-phase connection to the groups of consumers listed in item (i) up to and including (xii) in the preamble to the Non-domestic Single-phase: Conventional scale.
 - Non-domestic three phase: Prepaid

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises situated within legally established townships where electrical power is supplied at low voltage, with a main circuit-breaker size of not more 150 amperes per phase in the case of a three-phase connection, to the groups of consumers listed in item (i) up to and including (xii) in the preamble to the Non-domestic Single Phase tariff scale.
- Bulk business/non-domestic demand scales

Subject to any additional charges contained in Part II of the tariffs, this scale will apply to the premises situated within and outside the municipal boundaries for electricity supplied or made available at low voltage, with an annual average metered load of more than 50 kVA.
- Low-voltage three-phase demand scale (Conventional and prepaid)

Subject to any additional charges contained in Part II of the tariff, this scale will apply to the premises situated within and outside the municipal boundaries for the electricity supplied or made available at low voltage, with an annual average metered load of more than 50 kVA-implying installed breaker of greater than 70 A three-phase, but limited to a maximum of 800 A – to the groups of consumers listed in item (i) up to and including (xii) in the preamble to the Non-domestic Single-phase: Conventional scale and the groups of domestic consumers with a main circuit-breaker size of more than 80 amperes per phase listed in item (i) up to and including (xii) - excluding bulk domestic complexes and gated domestic communities with a single bulk connection- in the preamble to the Domestic Scale: Single and Three phase. In the event where the actual average annual demand is below 50 kVA, the Divisional Head: Energy Business has the authority to convert the consumer to the applicable tariff upon downgrading to the applicable breaker.

- Low-voltage three-phase demand scale: Time-of-use

Subject to any additional charges contained in Part II of the Tariff, this scale will apply to premises situated within and outside the municipal boundaries for electricity supplied or made available at low voltage, with an annual average metered load of more than 50 kVA, to the groups of consumers listed in item (i) up to and including (xii) – excluding bulk domestic complexes and gated domestic communities with a single bulk connection in the preamble to the Non-domestic Single-phase: Conventional Scale. In the event where the actual average annual demand is below 50 kVA, the Divisional Head: Energy Business has the authority to convert the consumer to the applicable tariff.

- 11 kV supply scale

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises – excluding bulk domestic complexes – situated within or outside the municipal boundaries where electrical power is supplied at 11 000 V.

Unless the Divisional Head: Energy Business determines otherwise, this scale will only be available for premises with an average metered load of more than 200 kVA.

In the event where the actual average annual demand is below 1 200 kVA, the Divisional Head: Energy Business has the authority to convert the consumer to the applicable tariff.

- 11 kV supply scale: Time-of-use

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises – excluding bulk domestic complexes – situated within or outside the municipal boundaries where electrical power is supplied at 11 000 V.

- 11 kV supply scale: Madibeng

Subject to any additional charges contained in Part II of the tariff, this scale will apply to the Local Municipality of Madibeng: Hartbeespoort Administrative Unit as per the current agreement.

10.1.3 Industrial scales

- 132 kV supply scale: Time of use (conventional or prepaid)

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises within or outside the municipal boundaries where electrical power is supplied at 132 000 V.

Unless the Divisional Head: Energy Business determines otherwise, this scale will only be available for premises with an average annual metered load of more than 10 000 kVA or more. In the event where the actual average annual demand is below 10 000 kVA, the Divisional Head: Energy Business has the authority to convert the consumer to the applicable tariff.

- 132 kV supply scale: Wind tunnel (conventional or prepaid)

Subject to any additional charges contained in Part II of the Tariff, the Divisional Head: Energy Business retains the right to determine at his discretion, by agreement, the charges as far as power consumption by the CSIR's Medium Speed Wind Tunnel outside the peak time of Eskom's applicable approved bulk time of use tariff, is concerned.

- 132 kV supply scale: MEGA (conventional or prepaid)

The following charges will be payable per month or part of a month:

- The current Eskom Megaflex tariff, applicable to the City of Tshwane (Ekangala substation), excluding the monthly rental that may be applicable to the Municipality.
- A surcharge of 10% on the sum of the net amount calculated in terms of the sub-item above.

- 275 kV supply scale: Time-of-use (conventional or prepaid)

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises within or outside the municipal boundaries where electrical power is supplied at 275 kV.

Unless the Divisional Head: Energy Business determines otherwise, this scale will only be available for premises with an average metered load of 30 000 kVA or more. In the event where the actual average annual demand is below 30 000 kVA, the Divisional Head: Energy Business has the authority to convert the consumer to the applicable tariff.

- Off-peak supply scale

Subject to any additional charges contained in Part II of the tariff, this scale will apply to premises situated within and outside the municipal boundaries.

The following provisions will be applicable to a supply of electricity supplied or made available during the off-peak periods during the periods as determined by the Divisional Head: Energy Business, to premises receiving a standard supply under either the 132 kV Supply scale or the 11 kV Supply Scale or the Low voltage Three-phase Demand Scale provided that the consumer applies in writing for such off-peak supply, which will be subject to restrictions.

- Renewable/embedded energy charges

In terms of the provisions of the Electricity Regulation Act, 2006 (Act 4 of 2006), (ERA), the generation of electricity is a licensed activity. The tariffs are therefore subjected to the provisions of the act and are currently interim/ pilot.

The tariffs will apply to customers that are net consumers of the City of Tshwane and who have invested in embedded generation capacity, are grid-tied and comply with all regulations regarding grid connection.

All embedded generators are required to register with the City of Tshwane and the equipment used must comply with the technical standards required by the City of Tshwane.

The tariffs applicable for the type and size of the installation, which include a fixed monthly availability charge will apply for the net consumption via the Tshwane network.

The monthly charge, whether or not electricity is consumed, per metering point:

- Domestic single or three phase
- Domestic three-phase demand supply: Conventional and prepaid
- Non-domestic single-phase
- Non-domestic three-phase
- Low-voltage three-phase demand scale
- 11 kV supply demand scale
- 132 kV supply demand scale

○ Notes

Energy charges for importing the City's energy while on renewable tariffs will be equal to the municipal tariff for the applicable tariff category.

A credit (reverse) tariff for excess energy generated and transferred to the City of Tshwane grid, per kWh. (Note: It can only be applied after approval by the City of Tshwane.)

10.1.4 Wheeling tariff

A tariff per kWh for wheeling electricity through the City of Tshwane network:

10.1.5 Reselling tariffs to end users

In accordance with the Electricity Regulations Act, 2006 (Act 4 of 2006) the power and duties of the licensee are:

A licensee may not discriminate between customers or classes of customers regarding access, tariffs, prices and conditions of service, except for objectively justifiable and conditions of service, except for objectively justifiable and identifiable differences approved by Regulator.

Electricity reseller definition

A reseller is defined by the Energy Regulator (NERSA) as a non-licensed trader of electricity (a person, corporation or organisation), that supplies electricity to dwellings in high-density housing complex; residential flat buildings; residential gated sectional title units and/or free stands in a complex, shopping mall or shopping complex; commercial buildings (including offices), and has the ability to meter its customers and provide a bill clearly stating the kilowatt hours consumed, the tariff per kilowatt hour and the total amount charged.

10.1.6 Current Eskom Megaflex periods

- Peak
 - Low-demand season weekdays – 07:00 to 10:00 and 18:00 to 20:00
 - High-demand season weekdays – 06:00 to 09:00 and 17:00 to 19:00
 - Saturday – none
 - Sunday – none
- Standard
 - Low demand season weekdays – 06:00 to 07:00; 10:00 to 18:00 and 20:00 to 22:00
 - High-demand season weekdays – 09:00 to 17:00 and 19:00 to 22:00
 - Saturdays – 07:00 to 12:00 and 18:00 to 20:00
 - Sundays – none
- Off-peak
 - Weekdays – 22:00 to 06:00
 - Saturdays – 12:00 to 18:00 and 20:00 to 07:00
 - Sundays – 00:00 to 24:00

Part II: Energy, demand and fixed-demand charges

10.1.7 Erf quota

Where: AMD – Authorised maximum demand
ADMD – After-diversity maximum demand
ZMD – Zoned maximum demand
kVA – Kilo (1 000) Volt Amp
N – Potential number of dwelling unit

Erf quota is defined as the AMD of each erf. The ADMD of the erf used for the design of the internal network is calculated as follows:

$$A = Z \times C$$

Where A = ADMD of the erf measured in kVA

Z = ZMD or AMD (whichever is the higher) equals the kVA value for erf

C = Area factor according to the table in A1.2 below

(Note: The ADMD values are used for the design of the internal network.)

10.1.8 The quota charge

Determining charges:

It is finally determined by the actual level at which the development connects to the supply system. The charge is calculated as follows:

$$Q = [(Dn - De) C] X$$

Where Q = Quota charge payable in rand

Dn = Sum of new development property ADMDs in kVA

De = Sum of existing development property ADMDs in kVA

C = Area Factor as indicated in 1.2 above

X = Contribution per kVA at connection level as indicated in 2.3 below

The quota charges must be such as to cover the capital liabilities incurred or to be incurred by the Municipality in supplying the distribution and/or reticulation network to increase the quota to the premises or group of premises.

10.1.9 Fixed charges

- Premises with improvements

The scales of the tariff for the Supply of Electricity, as detailed in the Schedule: Supply of Electricity Part I, are based on the costs associated with the provision of the supply to the various groups of consumers in the normal electricity development areas within the municipal boundaries.

- Premises without improvements

A charge of basic cost for each registered erf, which in the opinion of the Divisional Head: Energy Business, can be connected to the Municipality's supply mains, but has not yet been connected, is payable by the owner, provided that premises which have been provided with only a builder's connection are deemed to be not connected.

10.1.10 General charges

- Metered connection fees

The Municipality will provide the following standard connections between its mains and the electrical installation of proclaimed premises, provided that non-split prepaid metering will only be installed with the approval of the Divisional Head: Energy Business. Only one such connection will normally be provided to any single premises, provided that, in the case of second dwelling-units within legally established townships or farms and agricultural holdings receiving an electricity supply at low voltage and in cases where consideration of distance or voltage drop is such that in the opinion of the Divisional Head: Energy Business, additional connections are justified, such additional connections may be provided.

- Temporary connections

Where the Municipality, at the discretion of the Divisional Head: Electricity Planning and Development, makes temporary non-metered connection points available to consumers, the connection fee applies (plus an additional amount for electricity consumption. Temporary metered connections will be made available for a maximum of 12 months from the date of the installation.

- Illuminated street name signs, hoardings, telephone booths equipped with lighting (maximum 200W) and billboards

Consumption based on 12 hours per day per sign/hoarding/telephone booth, provided that an annual account for one year's consumption per sign/hoarding/telephone booth is paid in advance with effect from 1 July each year, then the charges will be applicable for:

- Street name signs
- Billboards
- For any non-metered billboard, a fine of R1 000 000 will be issued

- Security lights for public parks mounted onto existing lamp-posts (maximum 250W per light)

Consumption based on 12 hours per day per security light, provided that an annual account for one year's consumption is paid in advance with effect from 1 July each year: per light per year or part of a year.

10.1.11 Sundry services

- Fees for discontinuing and reconnecting the supply

- For discontinuing the supply when the premises change ownership and for discontinuing temporarily at the request of the consumer ie special disconnection.
- Where an existing overhead roof-connection has to be removed due to roof construction alterations, the overhead roof-connection will not be restored after completion of the alterations, but the consumer will be obliged to take the applicable underground cable connection.
- For the physical delivery of a final demand notice that fees are payable to the Municipality or a notice of non-compliance with any of the provisions of the Electricity By-laws or Regulations (a fee will be levied on a subsequent account), per notice
- For any unlawful discontinuing of the supply

- Fees for prepaid meter sundries

- Replacement of a vending card

- Fees for the furnishing of electrical information by means of programmable electronic meters or programmable data loggers, per study case

- Fees for repairing defects for which a consumer is responsible and fees for medium-voltage switching work requested by a consumer

When Energy and Electricity is called upon to attend to a failure of supply and when such failure of supply is found to be due to a fault on the consumer's installation, or due to faulty operation of apparatus used in connection therewith or if it is found that the current rating of the consumer's main incoming circuit breaker equals or exceeds the current rating of the Municipality's circuit breaker (or to execute medium voltage switching work at the request of the consumer), the consumer must pay a fee for each such attendance, which will be determined as the cost incurred by Energy and Electricity in attending to such failure (or switching work) and this cost will be added to a next account (partially subsidized).

- Fees for special meter reading

The consumer's meter will be read, as closely as reasonably possible, at intervals of one month.

If a consumer requires his or her electricity meter to be read at any time other than the appointed date, the electricity meter will be read separately, provided the consumer pays the applicable amount in advance:

- Fees for testing

If a consumer has reason to believe that an electricity meter is out of order or is registering incorrectly, the meter will be tested by the Municipality, provided the consumer pays the applicable amount in advance, which amount will be refunded on the following account if the meter is found to be registering more than 5% fast or slow, in which case the consumer's account will be adjusted in terms of the applicable section of the Electricity By-law. No refund will be made if the meter seals are broken or tampering with the meter occurred.

- Fees for inspection, testing and commissioning of installations, substations, switch rooms and street lights.

On receipt of a notice in terms of the Municipality's Electricity By-law, that an installation, a substation, a switch room or any extension to an installation or street light has been completed and is ready for inspection and testing, such inspection and test will be carried out free of charge.

If the installation, substation, switch room or street light is found to be incomplete or defective or fails in any way to comply with the Municipality's Electricity By-law and Regulations, the Municipality will not connect the installation, or approve the substation, switch room or street light until such defect or failure has been remedied by the contractor and a further inspection and test have been carried out. A pre-payable amount will be charged.

10.1.12 Costs to recover damages to the electrical Municipal infrastructure by contractors

- Damage to underground electrical cables due to digging by contractors
- Damage to streetlight poles due to construction or road accidents

10.1.13 Deposits

The minimum amount to be deposited by a consumer with the Municipality in respect of electricity consumption in terms of the Municipality's Electricity By-law and Regulations, which amount in cases where a water deposit is also payable, will include such water deposit.

10.2 Water

10.2.1 Charges for the supply of water

For properties with a value of R150 000 and less, as well as all official registered indigent customers at the City of Tshwane Metropolitan Municipality, the network access charges per 30-day period will be provided free of charge.

Scale A: Township Zoning Agricultural and Undetermined excluding consumers under Scale C,

Scale B: Township Zoning Residential 1 (excluding dwelling houses from which business is run), Scale C: -Townplanning Zoning Residential 2, 3, 4, 5 and Special with Residential Rights In Annexure T

- Stepped tariff

The city has made provision for Rand Water's proposed stepped tariff for municipalities with regard to water restrictions on its water tariff structure.

The tariffs are applicable to any consumer who is supplied with water, but who is not a resident within a proclaimed township:

- A quantity charge for water consumed since the previous meter reading is as follows:

- 0 to 9 kℓ per 30 days' period
- 10 to 18 kℓ per 30 days' period
- 19 to 30 kℓ per 30 days' period
- 31 to 42 kℓ per 30 days' period
- 43 to 60 kℓ per 30 days' period
- More than 60 kℓ per 30 days' period

- The application of this tariff is subject to it that –

- the connecting pipe is not more than 20 mm in diameter, and
- the water is fed from the pipe to a reservoir with a capacity of not less than 2,27 kℓ, and that it is equipped with a float valve:

Provided that where special circumstances justify it, the City of Tshwane may deviate from the above conditions. Provided further that in the case of duet houses not metered separately, the applicable kℓ in (i) to (vi) be increased by the number of units.

Further where shared billing is done via a bulk meter and the number of residential units exceed 100 units a discount of 5% will be given.

A network access charge per residential unit per 30 days' period will be levied.

Scale D: All consumers who do not fall under Scale A, B, C and E

The tariff applicable to a consumer for water consumed since the previous meter reading is as follows:

- 0 – 10 000 kℓ per 30 days' period
- 10 001 – 100 000 kℓ per 30 days' period
- More than 100 000 kℓ per 30 days' period

Scale E: Homes for the aged and retirement centres

A quantity charge for water consumed since the previous meter reading is as follows:

- The first 30% of the water consumption per 30 days' period
- The remaining water consumption

An application may be made to the Water and Sanitation Infrastructure Planning and Implementation Division to rate the premises primarily used for housing for the aged in accordance with Scale C or Scale E.

10.2.1.1 Bulk water supply to other municipalities

- A quantity charge for water supplied since the previous meter reading as up to the volume of water as per agreement with the City of Tshwane.

10.2.1.2 Water loss owing to damage to the City of Tshwane's water-pipe system and/or installations

The amount payable for water loss owing to damaged pipes (nominal diameters):

- Pipes with a diameter of 40 mm or less
- Pipes with a diameter larger than 40 mm up to and including 100 mm
- Pipes with a diameter larger than 100 mm up to and including 250 mm
- Pipes with a diameter larger than 250 mm up to and including 400 mm
- Pipes with a diameter larger than 400 mm up to and including 700 mm
- Pipes with a diameter larger than 700 mm

10.2.1.3 Repair charges of damage to the City of Tshwane's water-pipe system and/or installation by other people

Nominal pipe diameters:

- Pipes with a diameter of 40 mm or less
- Pipes with a diameter larger than 40 mm up to and including 100 mm
- Pipes with a diameter larger than 100 mm up to and including 250 mm
- Pipes with a diameter larger than 250 mm up to and including 400 mm
- Pipes with a diameter larger than 400 mm up to and including 700 mm
- Pipes with a diameter larger than 700 mm

10.2.1.4 Tariff for unauthorised water consumption

- The amount payable for water consumption obtained through illegal water consumption (once-off levy, after which the connection will be formalised).

Nominal diameter of connection:

- Pipes with a diameter of 40 mm or less
- Pipes with a diameter larger than 40 mm up to and including 100 mm
- Pipes with a diameter larger than 100 mm

(Spot fines may be imposed in terms of the Standard Water Supply By-law)

- The quantity charged for the water used for partly or completed constructions of:
 - Domestic houses, single storey
 - Domestic houses, double storey
 - Other buildings
 - Groundwork's including boundary walls
 - Roads, paved areas, services, etc

(Spot fines may be imposed in terms of the Standard Water Supply By-law.)

- The amount payable for the water lost during the installation of an illegal water connection (once-off levy, after which the connection will be formalised). Levy excludes the amount payable for the volume of water consumed during the period of the illegal connection. The volume will be determined and applied retrospectively.

Nominal diameter of connection:

- Pipes with a diameter of 40 mm or less
- Pipes with a diameter larger than 40 mm up to and including 100 mm
- Pipes with a diameter larger than 100 mm.

(Spot fines may be imposed in terms of the Standard Water-supply By-law)

10.2.1.5 Tariff for a customer complaint that proved to be unfounded.

Cost per hour or part thereof to conduct a customer complaint investigation related to water supply which primarily stems from invoicing problems. These may range from meters that have been swapped around on accounts, levies for unauthorised consumption, accounts with high water consumption, incorrect meter detail on system etc.

10.2.1.6 Water used for firefighting

The quantity charge for water used to fight fires, per kℓ.

10.2.2 Charges for connecting the water supply

The fees are payable for supplying and laying connecting pipes and for the installation of water meters, not more than 10 m from the nearest connection point.

10.2.2.1 Metered connections

- All water connections

Size of meter

15 mm
20 mm
25 mm
40 mm
50 mm
80 mm
100 mm
150 mm
Greater than 150 mm
Cost plus 10%

- Connections for special low-cost housing schemes

There will be no charge imposed on the beneficiary of a dwelling or erf established by means of government provided subsidy schemes for low-cost housing provided that the beneficiary complies with the Provincial Housing Board requirements for low-cost housing. The cost shall be included in the developmental cost and be paid according to the tariff in the Schedule: Water Tariff: Part I: B.1. (a)(i) by the developer. The beneficiary will be responsible for entering into an agreement for the payment of services and paying a deposit as set out in G before being allowed to occupy the property unless a prepaid water meter is provided then no deposit will be required.

10.2.2.2 Discontinuation or restriction of the water service owing to failure of payment of municipal account

The amount payable for the discontinuation or restriction of water services owing to failure to pay:

- WR1 EPS: Restricting the water supply to a dwelling-house with an Elevated Pipe System (EPS) meter installation (reconnecting fee included)
- WR1 AGB: Restricting the water supply to a dwelling-house with an Above Ground Box (AGB) meter installation (reconnecting fee included)
- WD1: Disconnection of the water supply with pipes with a diameter of 20 mm or less (reconnecting fee included)
- WD2: Disconnection of the water supply with pipes with a diameter larger than 20 mm (reconnection fee included)
- W-RIP1: Remove water installation permanently (W-RIP) (pipes with a diameter of 50 mm or less)
- W-RIP2: Remove water installation permanently (W-RIP) (pipes with diameter larger than of 50 mm)

10.2.2.3 Movable water meters

Construction connections

The applicant must apply in writing to the Water and Sanitation Infrastructure Planning and Implementation Division and make it clear for what purpose and for how long the meter is required, following which the Water and Sanitation Infrastructure Planning and Implementation Division may approve or reject the application. The applicant must undertake, upon approval of his or her application, to enter into an agreement in respect of the use of the water meter. The Group Chief Financial Officer will also levy a consumer deposit.

Diameter of meter

50 mm

10.2.2.4 Metered water connections for a sprinkler system

Diameter of pipe

- 80 mm nominal
- 100 mm nominal
- 150 mm nominal

10.2.2.5 Departmental cost for connections and moving of existing water pipes for township developers (tariff excludes cost for advertising for water interruptions)

- Connections to the City of Tshwane's existing networks for new townships (maximum connecting pipe length 3 m):
 - Smaller than or equal to 160 mm nominal (excl material)
 - Larger than 160 mm nominal up to and including 250 mm nominal (excl material)
 - Larger than 250 mm nominal up to and including 355 mm nominal (excl material)
 - Larger than 355 mm nominal (excl material)
- Moving existing water (maximum pipe length 5 m):
 - Smaller than or equal to 160 mm nominal (incl material)
 - Larger than 160 mm nominal up to and including 250 mm nominal (excl material)
 - Larger than 250 mm nominal up to and including 500 mm nominal (excl material)
 - Larger than 500 mm nominal (excl material)
- Moving existing fire hydrant
 - Distance smaller than 2 m
 - Distance more than 2 m
 - Installation of a fire hydrant

- Moving existing fire hydrant (excluding excavation and backfilling)
 - Distance smaller than 2 m
 - Distance more than 2 m
 - Installation of a new fire hydrant
- Locating of existing services (per day)

10.2.2.6 Water supply by water tanker when available within the jurisdiction of the City of Tshwane

- For the volume of water delivered, per kℓ or portion thereof
- Daily hire cost of water tanker: per day or part thereof

10.2.3 Charges in connection with the testing of water meters

- 8% of the actual volume passed at actual flow rates of less than Qt; and
- 3,5% of the actual volume passed at actual flow rates of not less than Qt in accordance with the Trade Metrology Act, 1973 (Act 77 of 1973) and SABS 1529 (various parts)

Testing of meter:

- 25 mm diameter and smaller
- 40-200 mm diameter
- 50-100 mm combination meter diameter
- 150 mm combination meter diameter

10.2.4 Charges payable in respect of water service contribution unit rates

Unit rates for water

- Rebate according to policy*

*Policy on levying contributions for the provision of Engineering Services approved on 28 October 2004.

The water consumption and sewerage outflow must be estimated according to the formulae determined by the Divisional Head: Water and Sanitation as published in July 2010.”

10.2.5 Miscellaneous fees

- Should the water demand of an existing building change for whatever reason or if any additions or alterations to buildings on premises, excluding erven zoned Special Residential, are to be made, an assessment of the size(s) of the water connection must be done. This application must be initiated by the owner of the erf. If a larger water connection has to be provided, the owner of the erf must bear the cost.

The connection fees indicated under item B.1. are applicable. In this instance, the existing connection will be removed and replaced by a larger one.

When the water supply to premises has been temporarily disconnected or restricted on account of the non-payment of accounts or the non-compliance with the

Metropolitan Municipality's Water Supply By-Law or Regulations, the relevant tariff in B.2. is applicable before the premises may be reconnected.

When the water supply to premises has been temporarily disconnected at the request of the consumer, the consumer must pay the City of Tshwane an amount equal to the actual cost.

- For work which the City of Tshwane may undertake at the request of an owner or another body, and for which no charge has been fixed, the charge will be the cost to the City of Tshwane of all actual expenses, including material, labour, transport, use of tools and plant, plus a surcharge of 10% on such amount in respect of overhead expenses and supervision charges.
- The charges are payable when the service is provided at the special request of the consumer:

- For reading or rereading a water meter:

Provided that when the electricity meter is also read at the same time, this tariff will not be applicable unless the Water and Sanitation Infrastructure Planning and Implementation Division determines otherwise.

- For relocating or lowering a connection with a maximum nominal diameter of 25 mm:

Maximum distance of 5 m
Further than 5 m

- For relocating or lowering a connection with a nominal diameter of larger than 25 mm:

At cost, with a deposit

- When the water supply to premises is permanently discontinued, the water connection is removed at the expense of the City of Tshwane.
- Where a consumer queries the validity of an unauthorised water consumption charge the consumer must the fee in advance; provided that this fee shall only be refunded to the consumer when his/her query proved to be sustainable, paid on the next account.

10.2.6 Basic charge

Subject to the provisions of Section 75A of the Local Government: Municipal Systems Act, as amended, the basic charge for any erf, stand, premises or other site, with or without improvements, except premises zoned Special Residential which, in the opinion of the City of Tshwane Metropolitan Municipality can be connected to the water main is the tariff per month or part of a month, provided that where such erf, stand, premises or other site is connected to the water main, Tariff Scales A, B, C, D and E will apply, excluding the tariff in terms of this paragraph, with effect from the date of connection.

10.2.7 Deposits

The deposit for the water consumption will be calculated as follows:

- For residential consumers (Scale A and Scale B)
 - For residents of subsidised low-cost housing developments
 - For all other consumers the consumption will be calculated on the value of the estimated consumption for two months
- Initially, the deposit stated in (a) above shall be used for any new connection. As soon as three months' registered consumption figures are available, the deposit shall be adjusted to twice the value of the average monthly water consumption.
- Where any deposit amounts to more than R32 000,00 the Chief Financial Officer may, at his/her discretion, accept an approved guarantee for the deposit amount.
- The status quo with regard to existing deposits will be maintained and deposits shall only be recalculated if the water supply should be disconnected or restricted due to non-payment. If such recalculation should take place, it would be done in accordance with sub-item (b) above.
- No deposit for water consumption are payable by consumers who are supplied by means of a prepaid water meter.

10.3 Sanitation

10.3.1 Charges for the conveyance and purification of domestic effluent for residential purposes

For properties with a value of R150 000 and less, as well as all official registered Indigent customers at the City of Tshwane Metropolitan Municipality, network access charges per 30-day period will be afforded free of charge.

10.3.2 Agricultural holdings and farm portions for residential purposes, Single dwelling houses, Flats, Town houses and other sectional title developments on stands with more than two dwellings

Tariff are applicable to any consumer who is supplied with water and who discharges into the Municipality's sewer system, but who is not a resident within a proclaimed township:

- The quantity of waste water discharged
- The quantity of waste water discharged since the previous water meter reading calculated as a % of water supplied.

	<u>% Discharged</u>
0 – 9 kℓ per 30 days' period	98
10 – 12 kℓ per 30 days' period	90
13 – 18 kℓ per 30 days' period	75
19 – 24 kℓ per 30 days' period	60
25 – 30 kℓ per 30 days' period	52
31 – 42 kℓ per 30 days' period	10
More than 42 kℓ per 30 days' period	1

10.3.3 Homes for the aged, retirement centres and children's homes

- The quantity of waste water discharged.
- The quantity of waste water discharged since the previous water meter reading calculated as a % of water supplied.

	<u>% Discharged</u>
The first 30% of the water consumption per 30 days' period	98
The remaining water consumption	60

- The application of this tariff is subject to the consumer being charged on Scale E of the water tariffs.

10.3.4 Collection of waste water by special agreement

- The quantity charge for waste water discharged
- The quantity of waste water discharged as determined by the Water and Sanitation Infrastructure Planning and Implementation Division

10.3.5 In the case of a dispute about the applicable category above, the decision of the Water and Sanitation Infrastructure Planning and Implementation Division will be final

10.3.6 Charges for the conveyance and purification of domestic effluent for non-residential purposes

Industrial sites not discharging industrial effluent

	<u>% Discharged</u>
The quantity charge for waste water discharged	60
The quantity of waste water discharged since the previous water meter reading be calculated at 60% of the water supplied	

Parks, public open spaces and botanical gardens

	<u>% Discharged</u>
The quantity charge for waste water discharged	2
The quantity of waste water discharged since the previous water meter reading be calculated at 2% of the water supplied	

Education, places of worship and sports grounds

	<u>% Discharged</u>
The quantity charge for waste water discharged	45
The quantity of waste water discharged since the previous water meter reading be calculated at 45% of the water supplied	

All other consumers

% Discharged
80

The quantity charge for waste water discharged
The quantity of waste water discharged since the previous
water meter reading be calculated at 80% of the water
supplied

10.3.7 Collection of waste water by special agreement

- The quantity charge for waste water discharged
- The quantity of waste water discharged as determined by the Water and Sanitation Infrastructure Planning and Implementation Division

10.3.8 In the case of a dispute about the applicable category above, the decision of the Water and Sanitation Infrastructure Planning and Implementation Division will be final.

10.3.9 Purifying of effluent for other local authorities

- The purification of effluent received from other local authorities by agreement.

10.3.10 Supply of purified waste water

- The supply of purified waste water by special agreement

10.3.11 Industrial effluent charges for the City of Tshwane Metropolitan Municipality jurisdiction area

- Normal conveyance and treatment cost
 - This cost covers the normal conveyance and treatment of waste water, of quality equal to domestic waste water, via a municipal sewer pipe system to a waste water treatment plant where it is treated.
 - This cost is calculated by multiplying the combined unit conveyance and treatment cost by the volume of waste water discharged into the sewerage system. Industrial consumers will pay for all waste water discharged into the system. The unit cost is the tariff for industrial consumers with a rebate.

10.3.12 Extraordinary treatment cost

Where the pollution loading (quality) of waste water discharged into the sewerage system exceeds the pollution loading of normal waste water, the specific consumer or industrialist will have to accept responsibility for the additional treatment cost

The extraordinary treatment cost is calculated as follows:

$$T_c = Q_c t \left(0,6 \frac{(COD_c - COD_d)}{COD_d} + 0,25 \frac{(P_c - P_d)}{P_d} + 0,15 \frac{(N_c - N_d)}{N_d} \right)$$

T_c = Extraordinary treatment cost to the consumer

Q_c = Waste water volume discharged by the consumer in kℓ

t = Unit treatment cost of waste water in R/kℓ

COD_c = Total COD of waste water discharged by consumer in milligram/litre

COD_d = Total COD of domestic waste water in milligram/litre

P_c = Ortho-phosphate concentration of waste water discharged by the consumer in milligrams of phosphorus/litre

P_d = Ortho-phosphate concentration of domestic waste water in milligram of phosphorus/litre

N_c = Ammonia concentration of waste water discharged by consumer in milligram of nitrogen/litre

N_d = Ammonia concentration of domestic waste water in milligrams of nitrogen/litre

The following are applicable:

t = R0, 94/kℓ

COD_d = 700 mg/ℓ

P_d = 8 mg/ℓ

N_d = 31 mg/ℓ

10.3.13 Non-compliance with by-law limits

Where the pollution loading (quality) of waste water discharged into the sewerage system exceeds the limits of an allowable load as prescribed in the Sanitation By-law the following formula will be applicable:

$T_c = Q/D.N (C_{AIP} - B_{LL}/ W_{PL}) t_{nc}$

T_c = Charge for non-compliance with the by-law

Q = Monthly volume of industrial effluent

D = Working days in the month

N = Number of exceeding

C_{AIP} = Average concentration of individual parameter which exceeds the limit

B_{LL} = By-law limit

W_{PL} = Water Affairs special standard limitation on the specific parameter

t_{nc} = Tariff

10.3.14 Inspections

An inspection fee per visit will be levied for the re-inspections of industries and new sewer connections.

10.3.15 Availability charge

The owner of any piece of land, with or without improvements, except premises, zoned Special Residential, which can be connected to a sewer system in the City of Tshwane's opinion, must pay a fixed charge.

The charge for waste-food disposal units:

- The City of Tshwane may permit the effluent from a waste-food disposal unit to enter the sewer system of the premises, subject to the payment of a monthly charge.

10.3.16 Blockage removal tariff for the City of Tshwane

In areas where the municipality's sanitation infrastructure and capacity allow it, a service is provided for removing blockages from private sewers without affecting the status quo, at the cost of the owner of the property.

- For the first period of 30 minutes, or part of it
- For every extra period of 15 minutes, or part of it

In cases where a blockage complaint was lodged and a maintenance team subsequently arrives on site, but cannot gain access to the complainant's erf, a call-out charge will be levied against the complainant's account.

10.3.17 For work that the City of Tshwane may undertake at the request of the owner or another body, for which no charge has been fixed, the charge will be the actual cost of the City of Tshwane for all expenses, including material, labour, transport, use of tools and plant, plus a surcharge of 10% on such amount in respect of overhead expenses and supervision fees.

10.3.18 Charges payable in respect of sanitation service contribution unit rates

- Unit rates for waste water
 - Waste water contributions to be made by developers of all new developments in the Tshwane area
- New townships
 - Unit rate in the case of township development per kilolitre of estimated waste water flow from each development per day
 - Rebate according to Policy*
- All new scheme amendments
 - Unit rate in the case of scheme amendments per additional kilolitre of estimated waste water flow from each development per day
 - Rebate according to Policy*

*"Policy on levying contributions for the provision of engineering services" approved on 28 October 2004.

The water consumption and sewerage outflow must be estimated according to the formulae determined by the Divisional Head: Water and Sanitation Infrastructure Planning and Implementation dated July 2010."

10.3.19 Monitoring of sewerage package plants serving more than one stand

The owner will be liable for the cost for the monitoring of the operations and effluent discharged by the package plant.

Package Plant type A (no larger than 250 kℓ per day design capacity)
Package Plant type B (no larger than 500 kℓ per day design capacity)
Package Plant type C (no larger than 1 000 kℓ per day design capacity)
Package Plant type D (no larger than 2 000 kℓ per day design capacity)

It will be a requirement that the owner of the package plant analyse the effluent of the package plant at their own cost and to make the results available to the City of Tshwane on request.

Non-compliance will result in the Council effecting corrective measures at the cost of the owner of the plant.

10.4 Refuse removal

10.4.1 The Municipality reserves the right to determine the type of service, the minimum number of containers and the frequency of services. Only the Municipality or its authorised agent may service or remove containers that are owned by the Municipality.

The service per residential area or user for the removal of refuse will be determined by the City Manager.

Smallholdings that are not serviced by the Municipality may dispose of their refuse free of charge at landfills to a maximum of 1 000 kg per month.

A daily service is compulsory for each and every business that generates food residue, in accordance with provisions of the National Health Act, 2003 and the Foodstuffs, Cosmetics and Disinfectant Act, 1972 (Act 54 of 1972), Regulations Governing General Hygiene Requirements for Food Premises and the Transport of Food.

Only containers provided by the Municipality and marked as such will be serviced by the Municipality or its authorised agent.

Consumers must pay the applicable tariff per container at the premises, irrespective of the number of containers put out for removal.

Damaged containers (including those damaged by the collection vehicles of the Municipality, but excluding those damaged by fire or excessive heat or negligence by the user) may be exchanged by the Municipality at no cost.

The replacement cost of a waste container shall be charged at the same price as the contract price of the Municipality.

All vehicles of the Municipality that enter and dispose of refuse at a landfill will be charged the applicable tariff.

All households with properties with a value of R150 000 and less are exempted from paying refuse removal.

Applications for waste transportation permits will be charged a once-off administrative fee as indicated in Table G.

Weekly service charge

- 85ℓ x 1 day per week (black bin)
- 85ℓ x 2 days per week (black bin)
- 140ℓ (2 bags) x 1 day per week
- 240ℓ x 1 day per week (black bin)
- 1 100ℓ x 1 day per week

Daily service

- 240ℓ x 5 days per week (green bin)
- 240ℓ x 6 days per week (green bin)
- 240ℓ x 7 days per week (green bin)
- 1 100ℓ x 5 days per week
- 1 100ℓ x 6 days per week
- 1 100ℓ x 7 days per week

10.4.2 Removal of refuse in bulk containers (containers other than 85 ℓ, 240 ℓ and 1 100 ℓ containers)

Service tariff is per container per lift and on a call for service basis.
Tariff per cubic meter

Service tariff is per container per lift whether it is full or not. Containers must be available for removal within 10 workdays.

This service is operated on a call-for-service basis. If a regular service is preferred, the container will be serviced whether it is full or not and the full tariff for the applicable container will apply.

If workers of the Municipality must put refuse in the containers a 100% surcharge is applicable.

If the container is not accessible to lift and the vehicle has to return, a surcharge of 100% is payable.

10.4.3 Garden refuse transfer stations (bulk containers in use)

- Private individuals can dispose of garden waste at the Garden waste sites as follows:
 - Vehicles with payload (carrying capacity) of up to 1 ton, ie:
 - LDV (bakkies)
 - Vehicle trailers – ½ ton, ¾ ton and luggage trailers (eg Venter trailers)
 - LDVs with luggage trailers indicated above

- Light Commercial Vehicles and trailers with payload above 1 ton but less than 1,3 ton, e.g.:
 - Hyundai H100 bakkie
 - Kia K2700 and K2500 bakkies
- Vehicles with payload above 1,3 ton

All transactions are on a monthly account basis. No cash transactions are allowed at the landfill sites.

Domestic refuse, business refuse, hazardous waste (e.g. oil, fluorescent tubes, medical waste, etc), building rubble, steel, timber rests, soil, pebbles, rocks, and logs from tree-felling activities may not be disposed of at garden refuse sites.

10.4.4 Dumping of refuse at waste disposal sites

- Garden refuse
 - At specially designated sites
 - At general waste disposal sites (vehicles with payload above 1,3 ton)
- Building rubble
 - At specially designated sites
 - At general waste disposal sites (vehicles with payload above 1.3 ton)
- Domestic waste

At general waste disposal sites (vehicles with payload above 1,3 ton)
(Note: The factor to convert ton to a cubic meter is 2,2.)
- For refuse disposed at a landfill site
 - All landfill sites: Per kg as indicated on Tarra info of vehicle or weighed.
(Also refer to Garden refuse transfer stations [bulk containers in use])
 - All transactions are on a monthly account basis and no cash transactions are allowed.
- Cover material

If in the opinion of the Municipal Manager or his delegee the materials are suitable and required for covering purposes.
- Compacted refuse

A surcharge of 100% will be levied on all vehicles that enter the landfill site with compacted refuse according to the tarra info on the vehicle if not weighed.

10.4.5 Disposal of large size waste units, eg furniture, electronic gadgets, refrigerators, etc.

Large waste units will be disposed of at designated collection spaces at waste transfer stations, garden refuse sites and waste disposal sites.

10.4.6 Cleaning of illegal dumping

Loading and removal of illegally dumped refuse and rubble

10.4.7 Temporary services

- Container rental (if removal is not required);
 - per 240ℓ container a day
 - per 1 100ℓ container a day
 - Loss of container
 - This is a cash in advance service
- Container rental (with removal required) (240ℓ, 1 100ℓ)
 - Delivery of the container – cash in advance
 - Per lift – per invoice
 - Wash car per tank emptied
 - Bulk containers
 - 240ℓ container – per container per wash
- Removal of refuse outside the jurisdiction area of the municipality
- Application for waste transportation permit

The application for a waste service provider permit shall be charged a once off administrative fee.

10.5 Property rates

The municipality must in terms of section 3(3) of the Act, determine or provide criteria for the determination of categories of properties for the purpose of levying different rates and categories of owners of properties, or categories of properties, for the purpose of granting exemptions, rebates and reductions.

A municipal council must annually review, and if necessary, amend its rates policy, and any amendments to a rates policy must accompany the municipality's annual budget when it is tabled in the council in terms of section 16(2) of the Municipal Finance Management Act.

10.5.1 Determination of the criteria for the levying of different rates

- Different categories of rateable properties

The determination of property categories of rateable property for the purpose of levying different rates was determined according to the following criteria:

- (a) Use of the property;
- (b) Permitted use of the property; or
- (c) A combination of (a) and (b).

- Categories of rateable property for purposes of levying differential rates as informed by the criteria are determined as follows:
 - (a) Residential
 - (b) Business and commercial
 - (c) Industrial
 - (d) Municipal
 - (e) State-owned
 - (f) Agricultural
 - (g) Vacant land
 - (h) Non-permitted use
 - (i) Public benefit organisation
 - (j) Educational institutions
 - (k) Mining
 - (l) Eco-tourism and game farm
 - (m) Townships

- Other impermissible rates in terms of the Property Rates Policy
 - (a) Public service infrastructure
 - (b) Protected areas
 - (c) Public worship
 - (d) Municipal properties (used by the Municipality)

10.5.2 Exemption of owners of properties

A municipality may in terms of the criteria as set out in its rates policy:

exempt a specific category of owners of properties, or the owners of a specific category of properties, from payment of a rate, levied on their property; or grant to a specific category of owners of properties, or the owners of a specific category of properties, a rebate on or a reduction in the rates payable in respect of their properties.

10.5.3 Properties eligible to rate ratios

- Agricultural properties

The rate applicable to agricultural property as prescribed by the Municipal Property Rates Regulations on the rate ratio between residential and non-residential that took effect on 1 July 2009 may not exceed the ratio to the rate on residential properties where:

The ratio in relation to residential property is:

Residential property 1:1 Agricultural property 1:0.25

- Public benefit organisation properties

The rate applicable to public benefit organisation property, as prescribed by the Municipal Property Rates Regulations published in Government Notice No. R195 of 12 March 2010 that took effect on 1 July 2010, may not exceed the ratio to the rate on residential properties where:

The ratio in relation to residential property is:

Residential property 1:1 Public benefit organisation property 1:0.25

This rate ratio will be applicable to a property only on the basis of an approved application in the prescribed format to Group Financial Services.

10.5.4 Liability for rates

- The levying of rates on a property will be effected in terms of the Municipality's Rates Policy as amended from time to time.
- The Municipality will, as part of each annual operating budget process, determine a rate in the rand to be levied on the market value of the property in every category of properties. (c) Rates will be recovered monthly. (d) If an amount due for rates on a property is unpaid by the owner of the property, the municipality may recover the amount from the tenant, occupier of the property or the agent of the owner (e) Where the rates levied on a property are based on a supplementary valuation made in terms of section 78(1) of the Municipal Property Rates Act, 2004, such rate will be payable from the date contemplated in section 78(4) of the Municipal Property Rates Act, 2004. (f) Recovery of rates due will be in accordance with the Municipality's Credit Control and Debt Collection policy read together with the Credit Control and Debt Collection by-laws.

10.6 Other services

Factors such as inflation, economic variations and trends coupled with sustainability usually affect other tariffs (such as bus services, rental of community and cultural facilities, building plans, cemeteries, etc). Tariff increases are inflation related, approximately in the order of 6% on average. Some of the charges are above inflation whereas the others remained the same.

New tariffs will be calculated based on the estimated actual cost where appropriate or to recover some costs depending on the type of community service.

11. Tariff determination process

11.1 In terms of Section 75 (A) of the MSA Amendment Act, 2002 (Act 51 of 2002), a municipality may:

- Levy and recover fees, charges or tariffs in respect of any function or service of the municipality,
- That such fees and charges levied are passed by the municipal council with a supporting vote of a majority of its members.

- The proposed tariffs will be presented to the community during Council's budget consultation processes.
- 11.2 Except in special circumstances, such as significant increase in the whole sale price of goods and services, the Council purchases during a year to provide services, the Council will review its tariffs during the preparation of the annual budget in accordance with the policy stated above.
- 11.3 Proposed tariffs will be presented to the community during Council's budget consultations process.
- 11.4 Immediately after the Council has determined or amended a tariff, the municipal manager must cause to be conspicuously displayed at a place installed for this purpose at all the offices of the Municipality as well as at such other places within the municipal area as she/he may determine, a notice.
- 11.5 The notice must state:
- The general purpose of the resolution,
 - The date on which the determination or amendment comes into operation, which date may not be earlier than 30 days after the determination or amendment,
 - The date on which the notice is displayed,
 - That any person who desires to object to such determination or amendment must do so in writing within 14 days after the date on which the notice was displayed, and
 - That any person who cannot write may come during office hours to a place where a staff member of the Municipality named in the notice, will assist that person to transcribe her/his objection.
- 11.6 If no objection is lodged within the period stated in the notice the determination or amendment will come into operation on the date determined by the Council.
- 11.7 Where an objection is lodged, the Municipality will consider every objection. The Council may after it has considered all objections, confirm amend, or withdraw the determination or amendment and may determine another, on the date on which the determination or amendment will come into operation.
- 11.8 After the Council has considered the objections it will again give notice of the determination, amendment or date as determined above and will also publish it as determined by the Council.

12. Conclusion

The terms of the above policy are that once it is adopted, it would in respect of S 75(1) (b) of the MFMA, be placed on the website referred to. In addition to Section 21 A of the MSA, this policy will be reviewed annually and adopted by Council before the Budgets are finalised.



BUDGET POLICY

2020/21 MTREF

PREAMBLE

To ensure sound and sustainable management of the financial affairs of municipalities and other institutions in the local sphere of government; to establish treasury norms and standards for the local sphere of government; and to provide for matters connected therewith, within the prescripts of legislation applicable to local government.

WHEREAS Section 215 of the Constitution of the Republic of South Africa, 1996 requires the National, Provincial and Local sphere of government to draft budgets that promote transparency, accountability and the effective financial management of the economy, debt and the public sector. The Constitution, furthermore, states that budgets in each sphere of government must contain estimates of revenue and expenditure, differentiating between capital and operating expenditure; proposals for financing any anticipated deficit for the period to which they apply; and an indication of intentions regarding borrowing and other forms of public liability that will increase public debt during the ensuing year.

WHEREAS Section 16 of the Local Government: Municipal Finance Management Act, 2003 (Acts 56 of 2003) requires that a Municipality approves an annual budget before the start of the financial year, adopt, maintain and implement a Budget Policy.

WHEREAS Section 56 of the Municipal Structures Act, 1998 (Act 117 of 1998) (MSA) prescribes the functions and powers of the Executive Mayor who must recommend to the municipality the Integrated Development Plan which carries the financial plan and budget projections to carry out service delivery. The Executive Mayor delegates this responsibility to the Accounting Officer to prepare the budget together with the Chief Financial Officer, senior managers and other officials.

WHEREAS Section 26 of the Municipal Systems Act, 2000 (Act 32 of 2000) requires the municipality to have an Integrated Development Plan with a financial plan, which must include a budget projection for at least the next three financial years.

And **WHEREAS** the Council has approved a five-year programme, which prescribes the management of the City's financial affairs through the determination of priorities and the planning and monitoring of the Medium-term Revenue and Expenditure Framework.

Now, **THEREFORE**, the Council of the City of Tshwane and all its entities adopt the Budget Policy as set out in this document.

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1. PREFACE

Efficient financial planning and management will ensure that funds are transparently planned for and will ensure sound and sustainable management of the fiscal and financial affairs of the City through the implementation of sound council policies.

The formulation of a budget policy is essential to enable the City of Tshwane to attain its strategic objectives in line with the City's forward-looking development strategy and to comply with the Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA). It is envisaged that this policy may be amended from time to time, depending on legislative and/or institutional changes.

The Budget Policy is prepared on guidelines, received from National Treasury (NT) pertaining to local government and details the process and format that departments are required to follow when preparing their budget.

The policy must be read in conjunction with the relevant legislation and regulations.

2. PURPOSE

The purpose of this policy is to:

- Set out the principles and guidelines that the municipality will follow to prepare each medium term revenue and expenditure framework including an adjustments budget;
- Set out the responsibilities of the Mayor, Accounting Officer, Chief Financial Officer, and Senior Managers and other officials in the budget processes;
- Set out rules and procedures for the transfer of funds;
- Set out procedures for preparation of budget monitoring reports; and
- Establish and maintain procedures and best practices to ensure adherence to the municipality's budget processes.

3. DEFINITIONS

In this Policy, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Act has the same meaning as in the Act, and –

Accounting

The essential process of keeping track of money, both of the revenues received and the expenditure going out.

Audit

The inspection of accounting records and testing of systems of internal control. The two main types of audits are internal and external.

Budget

The local authority's financial plan of action for a multi-financial cycle. The two types of budgets are operating and capital. The capital budget is the budget that deals with tangible assets or capital assets whilst the operating budget deals with recurrent and short-term expenditure, such as salaries, telephone costs, and fuel.

Business Plans

Narrative reports containing information on the objectives of the organisation or programme, how objectives intend to be achieved through action plans, target dates for implementation, resources required, people responsible for implementing plans, and how success in implementing action plans will be measured.

Capital Assets

Assets that are expected to be of continued use over a number of years such as bridges or buildings. The future economic benefit or potential service provision embodied in an asset is the potential to contribute, directly or indirectly, to the cash and the cash equivalent of the municipality as well as to the delivery of services.

Deficit

A deficit (shortfall or loss) occurs when more money is spent (expenditure) than the amount that was raised/levied (revenue).

Expenditure

Money spent on operating and capital expenditure.

Financial Management

A series of processes including budgeting funds; safeguarding revenue, capital and assets; monitoring performance; and financial reporting.

Financial Statements

A summary of the annual financial records of the local authority that provides a picture of the functioning of the local authority in monetary terms.

Financial Year

The financial year of local authorities runs from 1 July to 30 June of the following year.

Fruitless and wasteful expenditure

This is expenditure that was made in vain and would have been avoided had reasonable care been exercised.

Funds Management

A programme on the computer system, managed by the Financial Services Department, disabling the overspending on certain expenditure items.

Grants

Grants are amounts of money including subsidies given to local authorities by the national or provincial government to fund certain functions such as roads and storm water, sanitation, health care or emergency services etc. Grants can also be received from members of the public or other institutions. There are conditional (where conditions are set against expenditure) and unconditional grants.

Incremental Budgeting

A method of preparing the budgets in local authorities. The budget for the next financial year is based on the actual revenue and expenditure of the previous financial year adjusted for expected price increases.

Inflation

A persistent rise in the level of prices and wages throughout a country's economy thereby decreasing the value of the country's currency. If the inflation rate increases from one year to another, it means that consumers get less value for the same amount of money compared to previous years.

Integrated Development Plan

This is a plan that every local authority is required to prepare in terms of legislation. The plan should set out the economic and social development that is required by a local authority to develop and integrate communities. The plan should be based on community needs.

Interest

In the financial world, whenever someone borrows money, that person will have to repay more than they actually borrowed. This additional amount is called interest and is the profit that the lender makes from lending money to someone else.

Interest Rate

This is the amount of the interest that is charged on a loan (or received on a deposit) over a year, and it is expressed as a percentage.

Internal Controls

These are laid down internal rules, which set out the procedures which employees must comply with when executing their duties.

Loan

A loan is the sum of money that is lent to a borrower on conditions that it is repaid, either in instalments or all at once at a future date. The borrower usually has to pay the lender an agreed rate of interest.

Official

Any of the following:

- An employee of a municipality.
- A person contracted by the municipality to work as a member of staff otherwise than as an employee.
- A person seconded to a municipality to work as a member of staff.

Overspending

- Causing the operational or capital expenditure incurred by the municipality during a financial year to exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be.
- In relation to a vote, means causing expenditure under the vote to exceed the amount appropriated for that vote.

Programme Budgeting

Integrated activities performed by departments to ensure the programmes set objectives are achieved.

Rates

Taxes based on market values (land and buildings) of property.

Rates Assessment

Setting out the rates payable by each ratepayer and appear on the invoices.

Rates Base

All the individual property owners and businesses that are legally required to pay rates to the local authority.

Rates Rebate

The reduction in rates that is given to categories of ratepayers and categories of properties.

Revenue

The money raised by local authorities.

Service Charges

Charges made by local authorities to consumers for the provision and consumption of services such as electricity, water, solid waste removal and sanitation.

Surplus

A surplus occurs when the amount of revenue exceeds the amount of expenditure.

Unauthorised Expenditure

Any expenditure incurred by a municipality otherwise than in accordance with section 11(3) or 15 of the MFMA and includes overspending as defined in the definition *overspending*.

Valuation Roll

The valuator rolls record the value of the land and buildings (market value) of every property within the municipal area. These property values are used to determine the rates for each ratepayer.

Virement

Virement is a process whereby the unused budget of a specific line item of expenditure is used to finance another line item of expenditure which has an insufficient budget.

Vote

A vote is one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality and which specifies the total amount that is appropriated for the purposes of the department or the functional area concerned (MFMA). A vote is thus a department as per approved structure.

Working Capital

Debtors, creditors, inventory and cash in the bank available to use for payment of employees and suppliers and financing of municipal activities.

Zero Based

As opposed to incremental budgeting, zero-based budgeting means that each year's budget is drawn up independently from that of the previous year. This means that items are not included simply because they were in the previous budget. Each item has to be justified and motivated for, and the purpose of each item is considered. All items in the capital budget are treated on a "zero basis".

4. INTRODUCTION

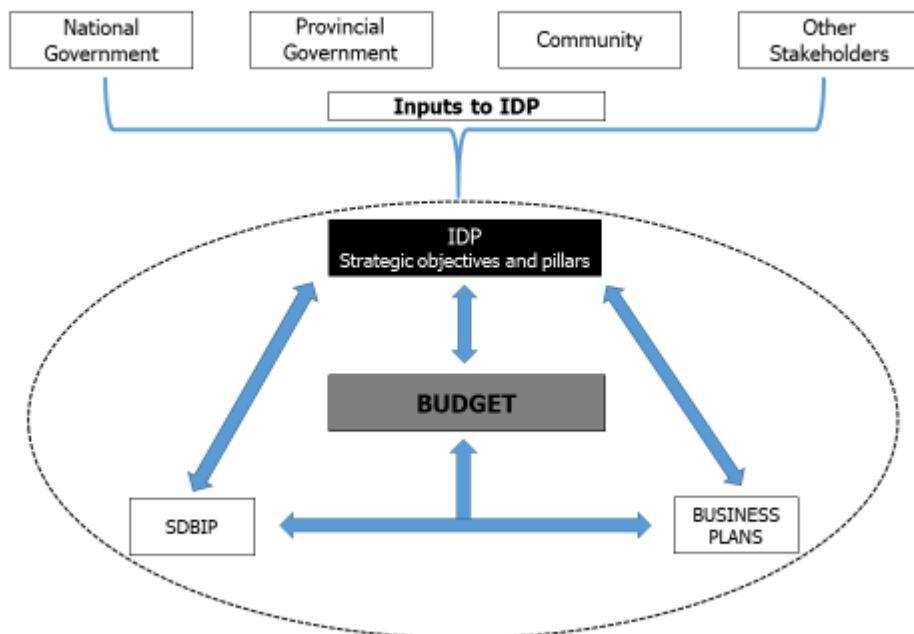
Alignment of the annual budget with the IDP

According to the Local Government: Municipal Systems Act, 2003 (Act 32 of 2003) (MSA), 24(1-4), the planning of local government must at all times be integrated and aligned with the planning and strategies of the national and provincial government. In addition, any organ of state that initiates legislation at a national or provincial level that affects planning at local government level must first consult with local government before the legislation can be duly effected.

The strategic objectives of the City as accommodated in the IDP and Budget:

- Providing sustainable services infrastructure and human settlement;
- Promoting shared economic growth and job creation;
- Ensuring sustainable, safer communities and integrated social development;
- Promoting good governance and an active citizenry;
- Improving financial sustainability;
- Continuing institutional development, transformation and innovation.

The linking of the IDP and departmental business plans with the budget is illustrated in the following diagram:



The five strategic pillars are:

1. A city that facilitates economic growth and job creation
2. A city that cares for residents and promotes inclusivity
3. A city that deliver excellent services and protects the environment
4. A city that keeps residents safe
5. A city that is open, honest and responsive

5. LEGAL ENVIRONMENT

LEGISLATION AND POLICY STRATEGY

The City of Tshwane is committed to complying with applicable legislation as it pertains to budgeting and financial management and the following legislation are relevant:

- The Constitution of the Republic of South Africa Act (Act 108 of 1996).
- The Municipal Finance Management Act (Act 56 of 2003).
- The Municipal Systems Act (Act 32 of 2000).
- The Municipal Structures Act (Act 117 of 1998).
- And other applicable by-laws, ordinance and legislation.

NATIONAL TREASURY CIRCULARS

Cognisance must be taken of all National Treasury Circulars that may have an impact on the budgeting process and procedures and the financial management thereof.

6. OBJECTIVES OF THE MUNICIPAL FINANCE MANAGEMENT ACT (MFMA)

The Local Government Municipal Finance Management Act, 2003 which regulates the municipal financial management, came into effect on 1 July 2004.

The objectives of the MFMA is to ensure sound and sustainable management of the fiscal and financial affairs of municipalities and municipal entities by establishing norms and standards and other requirements for:

- Ensuring transparency, accountability and appropriate lines of responsibility in the fiscal and financial affairs of municipalities and municipal entities.
- The management of their revenues, expenditure, assets and liabilities and the handling of their financial dealings.
- Budgetary and financial planning processes and the co-ordination of those processes with the processes of organs of state in other spheres of government.
- Borrowing.
- The handling of financial problems in municipalities.
- Supply chain management.
- Other financial matters.

Chapter 4 of the MFMA furthermore outlines the municipal and municipal entities budgeting process.

7. IMPLEMENTATION OF THE BUDGET POLICY

This policy applies to all departments and all entities in the implementation of the budget.

The policy is effective from 1 July 2020.

8. OVERALL OBJECTIVES, PRINCIPLES AND ROLES

The goal of this Budget Policy is to provide all officials with guidelines with respect to the planning and implementation of the budget.

Objectives of the Budget Policy

- (1) The objectives of the Budget Policy as contained in the MFMA is –
- (a) To give effect to the provisions of Section 215 of the Constitution of the Republic of South Africa, 1996.
 - (b) To give effect to the provisions of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).
 - (c) To give effect to the Municipal Systems Act, 2000 (Act 32 of 2000).

Principles and Budget Policy Statement

- (2) The following budgeting principles must be adhered to:
- (a) The budget must be aligned to the requirements of the Municipal Standard Chart of Accounts (mSCOA) regulations of the MFMA.
 - (b) The budget must be funded in terms of the MFMA Circular 42.
 - (c) The principle of value for money including efficiency gains.
 - (d) The budget must be aligned to the Integrated Development Plan containing the targets and objectives of the City.
 - (e) The budget must be based on realistic anticipated revenue.
 - (f) The levels of spending over the MTREF must be within the prescribed key financial measures / ratios as per MFMA Circular 71.
 - (g) Tariffs must be affordable to poorer households and other customers while ensuring the financial sustainability of the municipality.
 - (h) In revising rates, tariffs and other charges:
 - i. Tariffs for electricity, water, sanitation and waste removal services should be cost-reflective.
 - ii. Increases above the upper boundary of the South African Reserve Bank's inflation target must be motivated as required by NT.
 - iii. Standard tariffs will be applicable to all residents within the boundaries of the City of Tshwane (except where services are rendered by another service provider such as Eskom).
 - (i) Funding choices must consider sustainability as determined by the funding compliance assessment which is regulated by NT.

- (j) With regard to multiple funded capital projects, external funds received must first be appropriated.
- (k) No budget will be allocated for capital projects unless the request is included in the IDP and is supported by a project plan.
 - i. Feasibility Studies must have indicated the financial viability of the project.
 - ii. Total project costs (including projected future operational costs) must be indicated (also in terms of the MFMA).
- (l) No budget will be allocated for external funded projects unless it is gazetted or the request is supported by written confirmation from the external source on the specific grant.
- (m) Departments must ensure that their projected cash flow is aligned to their operational and capital project plans to assist with the City of Tshwane cash flow management.
- (n) Projects and programmes must be within affordability limits.
- (o) Ensuring that the current projects are completed before starting with new projects.
- (p) Ensure optimal use of resources. This means reviewing current activities for operational efficiency.
- (q) Salary increases will be based on the SALGA wage agreement.
- (r) Invest in repairs and maintenance and capital infrastructure.

Role of the Executive Mayor

- (4) The Council must maintain oversight over the implementation of the Budget Policy. For the purpose of such oversight, the Executive Mayor of a Municipality must –
 - (a) Monitor, oversee the responsibilities assigned in terms of the MFMA to the Accounting Officer and the Chief Financial Officer, but may not interfere in the exercise of those responsibilities.
 - (b) Take all reasonable steps to ensure that the municipality performs its constitutional statutory functions within the limits of the municipality's approved budget.
 - (c) The Executive Mayor must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.
 - (d) Evaluate whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan.
 - (e) Instruct the Accounting Officer to ensure that the budget is implemented in accordance with the service delivery and budget implementation plan and that spending of funds and revenue collection proceed in accordance with the budget.

Role of the Accounting Officer

- (5) The City Manager is the Accounting Officer and the administrative authority for the municipality. In the first instance, the Accounting Officer is accountable to the Executive Mayor for the implementation of specific agreed-upon outputs.
- (6) In the second instance, the Accounting Officer is accountable to the Council for the overall administration of the municipality. The Accounting Officer must be fully aware of the reforms required in order to provide the Executive Mayor, Councillors, senior officials and municipal entities with the appropriate guidance and advice on financial and budget issues. Whilst the Accounting Officer may delegate to the Chief Financial Officer or other senior officials, this must be done carefully to ensure that all tasks are completed appropriately.

The Accounting Officer should -

- (a) Implement the municipality's approved budget, including taking all reasonable steps to ensure that the spending of funds is in accordance with the budget and is reduced as necessary when revenue is anticipated to be less than projected in the budget.
- (b) Ensure that revenue and expenditure are properly monitored.
- (c) When necessary, the Accounting Officer must prepare an adjustments budget and submit it to the Executive Mayor for consideration and tabling in the municipal council.
- (d) Report to the municipal council any shortfalls in the budget revenue, overspending and the necessary steps taken to prevent shortfalls or overspending.
- (e) Submit to the Executive Mayor actual revenue, borrowings, expenditure and where necessary report the variances on revenue projected and the budget.

Role of the Chief Financial Officer (CFO)

- (7) The Chief Financial Officer (CFO) is the administrative head of the budget and treasury office and has an essential function in assisting the Accounting Officer to carry out his or her financial management responsibilities. These areas include budget preparation, financial reporting and the development and maintenance of internal control procedures. In addition, the CFO must ensure the implementation of financial reforms at the direction of the Accounting Officer.

Role of senior managers and other officials

- (8) According to the MFMA, the following are the roles to be carried out by the senior managers and other officials:
 - (a) That the system of financial management and internal control established for the municipality is carried out.
 - (b) Ensure that the resources of the municipality are utilised effectively, efficiently, economically and transparently.
 - (c) Prevent unauthorised, irregular or fruitless and wasteful expenditure and other losses.
 - (d) Collection of revenue.
 - (e) Safeguarding, maintenance and management of assets.
 - (f) Submission of information to the Accounting Officer for compliance with the Act.

9. FINANCIAL PLANNING

Steps in the budget process

1. According to Section 53 of the MFMA, the budget process starts with the Executive Mayor. This section dictates that the Executive Mayor must provide general political guidance over the budget process and the priorities and must guide the preparation of the budget and coordinate the annual revision of the IDP.
2. In addition, the Executive Mayor of a municipality must take all reasonable steps to ensure-
 - (a) that the municipality approves its annual budget before the start of the budget year.
 - (b) that the municipality's service delivery and budget implementation plan is approved by the Executive Mayor within 28 days after the approval of the budget.
 - (c) that the annual performance agreements as required in terms of section 57(1)(b) of the Municipal Systems Act for the Accounting Officer and all senior managers comply with this Act in order to promote sound financial management; are linked to the measurable performance objectives approved with the budget and to the service delivery and budget implementation plan; and are concluded in accordance with section 57(2) of the Municipal Systems Act.
3. The Executive Mayor must promptly report to the municipal council and the MEC for finance in the province any delay in the tabling of an annual budget, the approval of the service delivery and budget implementation plan or the signing of the annual performance agreements.

Budget time schedule framework

4. In terms of Section 21(b) of the MFMA, the Mayor of a municipality must table a time schedule in the municipal council outlining key deadlines for the preparations, tabling and approval of the budget, at least ten months before the start of the budget year.
5. This schedule contains key deadlines impacting on the Corporate and Business Planning Process, Integrated Development Plan and Operational Performance in terms of the Municipal Systems Act.

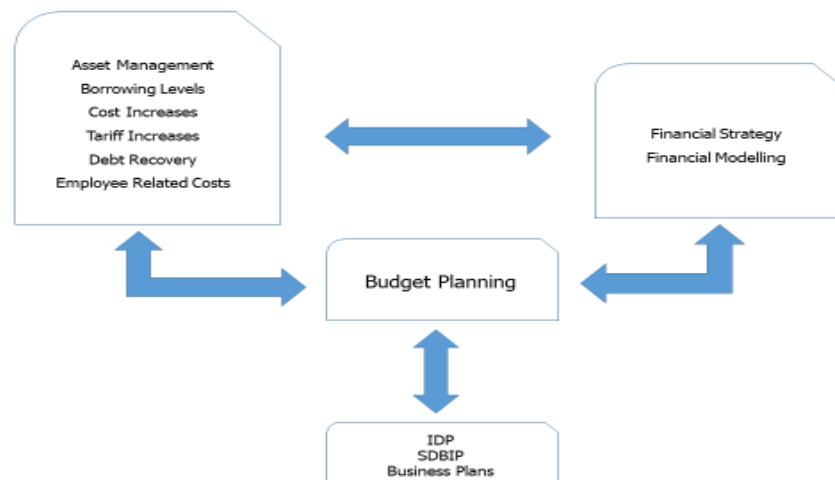
Community consultation process

6. Immediately after an annual budget is tabled in a municipal council the Accounting Officer must make public the annual budget and documents; invite the local community to submit representations in connection with the budget, and submit the annual budget to the National Treasury and the relevant Provincial Treasury in printed and electronic formats.
7. After considering all budget submissions, the Council must give the Executive Mayor an opportunity to respond to the submissions; and if necessary, to revise the budget and table amendments for consideration by the council.
8. The tabling of the draft budget in Council will be followed by the extensive publication of the budget documentation. The Ward Committees play a significant role in conducting various consultative meetings to receive submissions from stakeholder's formations.
9. Other platforms of consultation are the IDP and Budget Summit as participants are drawn from the private sector and local and national government, regional business organisations, research institutions, etc.

10. FINANCIAL MODELLING

Long-term Financial Model

- (1) The City of Tshwane makes use of a Long-term Financial Model (LTFM) to inform the Medium-term Revenue and Expenditure Framework compilation. The model is updated taking into consideration economic changes, guidelines from the national and provincial spheres, strategic and policy direction of the municipality to ensure sustainability and goal orientated service delivery. The remodelling of the LTFM, in terms of the approved time schedule, must be completed by the end of January each year.
- (2) The LTFM is utilised to ensure financial affordability and sustainability over the medium to long-term and is considered a key financial planning tool. A salient feature of the model is the attentiveness to ultimate sustainability, not only financially but also relating to service delivery in line with the City strategic objectives and the linkage to the 5-year programme.
- (3) The financial model recognises that the development and implementation of the various financial planning reforms (e.g. MFMA, GRAP, mSCOA and National Treasury Financial Reforms) have fundamentally changed the approach adopted in terms of financial planning. Therefore, the need for an integrated approach when appropriating resources has become essential for sustainable outcomes especially taking into consideration the size and diverse challenges of the Municipality.
- (4) The adoption of a long-term financial model is based on various factors and financial variables which ultimately influence the budget to be adopted by Council. The following diagram illustrates the major factors that are taken into consideration, and which will primarily determine the financial approach:



- (5) The following are to be considered when updating the LTFM:
 - (a) The economic outlook for the country (macro-economic framework).
 - (b) The balance between existing revenue and demands for expenditure under existing legislation and policy (revenue and expenditure estimates).
 - (c) Policies and programmes that local government wishes to pursue through budget expenditures (local government policies and priorities).
 - (d) The relevant accounting framework.
 - (e) Asset management principles.

The macro-economic framework

- (6) A macro-economic forecast has to be evaluated based on the following components:
- (a) Analysis of the economy.
 - (b) Demographic trends related to employment, poor and child-headed households (indigents) and other factors.
 - (c) Trade projections and current account balances.
 - (d) Money supply and other monetary considerations.
 - (e) Government influences on the economy.
 - (f) Inflation, both general and by sector.
 - (g) Savings and investment trends.
 - (h) Government indebtedness.
 - (i) National fiscal and monetary policies.
 - (j) Other major events influencing the economy.
- (7) The macro-economic framework is guided by the following principles:
- (a) Analysis of economic trends and the impact it will have on local government revenue and policy goals. The flexibility in design and management of a budget formulation process does not remain static.
 - (b) An understanding of the types and extent of anticipated revenue is needed to guide preliminary decisions about the Municipality's spending and revenue policy.
 - (c) Demographic trends have a direct and significant effect on any local government revenues and expenditures and also on local government policy.
 - (d) Develop sound budget proposals based on good understanding of both the Municipality's policy direction and existing legal requirements.

Funding of the Budget

- (8) Funding of the budget must be based on realistic revenue forecasts. The capital budget is funded from internally generated revenue, grant funding and borrowing. Long-Term borrowing may only be utilised to fund capital expenditure.

Local government policies and priorities

- (9) A major step in the process of preparing LTFM estimates is to determine the impact of current local government policies and priorities. This is done to ensure alignment of the Municipality's resources to addressing relevant government priorities. Three guiding principles are indicated below:
- (a) The strengthening of information, analysis, and decision-making in a budget process to express specific goals and objectives.

- (b) Local government policies must be clearly documented if they are to be understood and applied in budget formulation.
- (c) The allocation of funds among departments and programmes must be aligned to approved priorities.

Generally Recognised Accounting Practice (GRAP)

- (10) The key aspects of GRAP application in the LTFM include capitalisation and depreciation requirements and the necessity to budget for profit or loss on asset disposal. The budget process requirements will, therefore, have to consider the further refinement of these accounting standards and policies. In addition, further classifications as may be required by the mSCOA regulations, need to be adhered to also.

Asset management (infrastructure investment and funding)

- (11) The LTFM must be updated annually, in terms of the City's asset management plan, to provide for an updating of the impact of various asset renewal strategies.
- (12) The LTFM is constructed to allow for scenario analysis to illustrate the impact of any variation in renewal levels using information from the asset management plan.

11. OPERATING BUDGET COMPILATION

Operating Revenue

- (1) The City derives its revenue from the following major revenue sources: property rates, electricity, water, sanitation, solid waste removal, operating and capital grants (from the government). The balance is derived through other minor charges such as building plan fees (direct income).
- (2) Service charges derived from trading services are levied to generate the necessary revenue to render them effectively. These services must in terms of legislation, break-even or yield a small surplus, but still within the tariff setting requirements in terms of the Systems Act. Breaking-even is important for financial sustainability of a local authority and must be reflected in the municipal budget. Subsidised and community services are mostly financed from property rates and limited subsidisation by other spheres of government.

Revenue Items

- (3) The mSCOA regulations outlines the revenue items to be used in the classification of local government financial transactions. The administration of this chart is managed by the Accounting Section of the Financial Reporting and Assets Division of the Group Financial Services Department. Requests for the addition of new revenue items must be submitted in writing and with full motivation to National Treasury for inclusion in the chart.

Revenue Groups

- (4) Revenue items are categorised in terms of National Treasury Regulations and Reforms in the following groups:
 - (a) Property Rates
 - (b) Service Charges: Electricity
 - (c) Services Charges: Water
 - (d) Services Charges: Sanitation
 - (e) Services Charges: Refuse revenue
 - (f) Services Charges: Other
 - (g) Rental of facilities and equipment
 - (h) Interest earned – external investments
 - (i) Interest earned – outstanding debtors
 - (j) Dividends received
 - (k) Fines, penalties and forfeits
 - (l) Licences and permits
 - (m) Agency services

- (n) Transfers recognised – operational
- (o) Other revenue
- (p) Gains on disposal of PPE

Property Rates

- (5) Two factors determine the amount of property rates that a property owner must pay to the municipality: first, the assessed value of the property and second, the effective assessment rate. The total proceeds from rates, therefore, cover the shortfall on the provision of general services.
- (6) Section 3(1) of the Local Government Municipal Property Rates Act, 2004 (Act 6 of 2004) (MPRA) and section 62(1)(f) of the MFMA determines that a municipality must adopt and implement a rates policy on the levying of rates on rateable properties.
- (7) The Property Rates Policy is reviewed annually by Council during the budget process. The requirement of section 3(e) of the MPRA is to identify and quantify the cost to the municipality and any benefit to the local community, can only be determined during the budget process after the new General Valuation has been compiled.

Tariffs

- (8) Tariff charges are affected by a variety of external factors such as inflation, government directives and policies, as well as the employment and affordability demographics of the resident population. The growth parameters are set by National Treasury, consistent with the target range of the inflation band, to ensure that all spheres of government support the national macro-economic policies and targets unless it can be shown that external factors impact otherwise.
- (9) The tariff setting process of the City of Tshwane is guided by the various tariff policies and methodologies which provide a framework for implementing fair, transparent and affordable charges for the provision of services.
- (10) The following principles and guidelines should be considered in tariff setting:
 - (a) The ability of the community to pay for services received.
 - (b) The average effect on consumer accounts.
 - (c) Realistic revenue estimates through a conservative, objective and analytical process based on realistically expected revenue, taking into consideration available actual revenue and estimated growth percentages.
 - (d) The impact of inflation and other cost increases.
 - (e) An aggressive policy of collecting revenue.
 - (f) The requirements of the various tariff policies.
 - (g) Guidelines with regard to main services accounts.
 - (h) Credible collection rates and collection improvement targets.
 - (i) The ability to extend new services and the recovering of costs.

- (j) Cross subsidisation for sustainable service delivery.
- (11) Tariffs for the main services will be compiled taking the revenue and tariff setting model as well as budgeting principles and guidelines into consideration.
- (12) The tariffs for main services, property rates and all other tariffs (eg building plan fees, swimming baths, etc) are increased annually during the budget process and are effective from 1 July.
- (13) In order to have the tariffs ready for inclusion in the draft budget report and documentation for community consultation purposes during April, the following should be adhered to:
 - (a) Amended tariff structures and/or calculations for other services have to be submitted to the Group Financial Services Department by not later than the end of November of the previous financial year.
 - (b) Value Added Tax (VAT), where applicable, should be included in the tariffs for other services.
 - (c) Tariffs for the main services (excluding VAT) and property rates have to be submitted to the Group Financial Services Department by the Utility Services department (Water and Sanitation, Electricity and Waste removal) by not later than the end of January of each year as all tariffs are to be revised annually.
 - (d) All the tariff schedules should be in the format used for promulgation.
 - (e) Any changes emanating since the approval of the draft budget for community consultation purposes will be included in the budget report and documentation to be considered by Council during May.
 - (f) For promulgation purposes, tariffs have to be approved by Council at least 30 days prior to the commencement of the new financial year.

Basic Social Package in the Indigent Policy

- (14) The City of Tshwane is committed to the provision of basic services to the poor.
- (15) The social package assists the Municipality in meeting its constitutional obligations as it comes to progressively realise the social and economic rights of its indigent residents.
- (16) The City of Tshwane makes use of the equitable share allocation to prioritise its budget towards the poor households.

Unfunded and under-funded mandates

- (17) Services are to be rendered to the extent of the funding provided by the sphere of government concerned. The devolution of certain national and provincial government competencies to local authorities and the funding thereof should be viewed within the context of the complex and evolving nature of inter-governmental fiscal relations and co-operative government principles contained in the Constitution.
- (18) The definitions of financial terms for funded, under-funded and unfunded mandates are as follows:
 - (a) Funded mandate – The revenue (the grant in particular) totally covers the related expenditure of rendering the service.

- (b) Under-funded/ co-funded mandate – The revenue (grant) only partially covers the expenditure and the deficit is subsequently financed (funded) by the Municipality.
- (c) Unfunded mandate – the total expenditure of the related mandate is financed by the Municipality on behalf of other spheres of Government.

Operating expenditure

Expenditure items

- (19) The budgeting and accounting system makes provision for a considerable number of expenditure items also known as general ledger accounts. Requests for the addition or renaming of items must be motivated and directed to the Budget Office for approval and then to the Accounting Services Section of the Financial Reporting and Assets Division in the Group Financial Services Department for implementation.

Expenditure groups

- (20) Expenditure items are categorised in terms of National Treasury Regulations and Reforms in the following groups:
 - (a) Employee related costs
 - (b) Remuneration of councillors
 - (c) Debt impairment
 - (d) Depreciation and asset impairment
 - (e) Finance cost
 - (f) Bulk Purchases
 - (g) Other materials
 - (h) Contracted services
 - (i) Transfer and grants
 - (j) General expenditure
 - (k) Loss on disposal of PPE

12. CAPITAL BUDGET COMPILATION

Conditions of capitalisation

- (1) According to GRAP 17 property, plant and equipment are items that:
 - (a) are held in use in the production or supply of goods or services, for rental to others, or for administrative purposes.
 - (b) are expected to be used during more than one reporting period.
- (2) Control, and not ownership, determines whether an item must be recognised as an asset in the Municipality's asset register (although control usually coincides with the transfer of ownership). In some cases, control may already have been established before actual ownership has taken effect. Due consideration must be given to ascertain whether control over the asset is certain and indeed exercised by the City of Tshwane, eg cross-boundary assets. Subsequent cost against an item of property, plant and equipment not under the control of the City of Tshwane may also not be approved and should therefore not be included in the capital budget.
- (3) The definition refers to tangible (physical) property, plant and equipment. Certain intangible assets that are directly attributable to the realisation of tangible property, plant and equipment (PPE) are also recognised. This includes all development costs related to the creation of an asset, but not feasibility studies, basic planning costs, multi-option designs, etc, as it must be certain at the time the costs are incurred that the eventual asset will indeed be realised.
- (4) Assets with a useful life of more than one year must be purchased and capitalised on the capital budget with regard to assets. Whereas items with a useful life of less than one year must be purchased against the operating budget and will be regarded as inventory.
- (5) All finance leases must be capitalised and the resulting assets registered in the City of Tshwane's asset register. A lease is classified as a finance lease, other than an operating lease, when it substantially transfers all the risks and rewards incident to ownership of the asset from the lessor to the lessee, in return for a payment or a series of payments by the lessee to the lessor.

Budgeting for assets

- (6) All assets (including insurance replacements) are to be acquired through capital projects registered on SAP, from where the assets will be identified and placed on the asset register once the Municipality has taken control of the assets.
- (7) Only assets approved by the IDP process will be considered for inclusion in the capital budget.
- (8) All draft capital projects must be in line with this Policy and submitted to Council for approval whereupon the Budget Office will put procedures in place to ensure that the capital projects provided for in the budget are captured in the approved system per Work Breakdown Structure.
- (9) Excess budget available on capital projects may not be used for purposes other than what the project was initially intended for. For example, excess budget available on a capital project for the building of a road (owing to savings for instance) may not be used to purchase computers on the same project.
- (10) The budget must be compiled in terms of the project chart as provided for by the MSCOA regulations.

Also refer to the Fund Transfers paragraph 11.2 of this document.

Recognition of the costs

- (11) The cost of an item of property, plant and equipment shall be recognised as an asset if, and only if:
- (a) It is probable that future economic benefits or service potential associated with the item will flow to the entity.
 - (b) The cost or fair value of the item can be measured reliably.
- (12) Costs will only be recognised as assets if it is probable that future economic benefits or service potential will flow to the Municipality. It must, therefore, be expected that the items may in future be held in use, either for the production or supply of goods or services, for rental to others or administrative purposes (expected usefulness). Current technology, the use of similar items, etc can be used to determine the expected usefulness.
- (13) Items of which the cost or fair value cannot be measured reliably may not be capitalised. In most cases, the cost will be readily identifiable as being the total construction cost or purchase cost of the asset. However, in some cases, it might be necessary to measure the cost by making use of estimations, independent valuations, industry standards, etc.
- (14) A capital project that appears on the capital budget is only partial evidence that the expenditure may need to be capitalised on incurrence thereof. Projects that have a capital appearance and nature (and have therefore been budgeted as capital) but which may not be capitalised, either partially or in full, will be adjusted to ensure that only costs that comply with this policy are capitalised. The adjustment will, therefore, be transferred to the operating account.

Recognition of property, plant and equipment

- (15) The expected use of the PPE must extend over more than one reporting period (a financial year). It, therefore, follows that the assets must each have a useful life of more than one year. Property held for the purpose of resale within a financial year, for example, is consequently recognised as current assets held for sale.
- (16) Capital projects started during a financial year but not yet completed at the end of the financial year will be treated as assets under construction in the financial statements.
- (17) Project systems (capital projects), through which assets are acquired/constructed and the resulting costs incurred must be broken down (componentised) in such a way that the individual assets, together with their respective costs and originating funding sources, are easily identifiable. This will ensure that the assets are correctly recognised and componentised on the asset register. The budgeted amount may not be released against a project unless it has been properly broken down (componentised in term of GRAP 17).
- (18) It is imperative that the profit centre owners/project managers notify the Asset Compliance and Control Unit immediately when their projects have been completed and the assets are ready for use as defined in terms of GRAP 17 in order to ensure the timely capitalisation of these assets on the asset register. When certain capital projects result in more than one asset being realised, during the life cycle of a project (ie before completion of the entire project), and the Municipality has taken over control of some of the individual assets, the Asset Compliance and Control Unit must be duly informed to similarly ensure capitalisation of these assets.
- (19) The process whereby the Asset Compliance and Control Unit is informed of the completion of a project is the marking of the project as "technically complete" by the project manager/profit centre owner.

- (20) The process whereby physical assets are donated to the Municipality is an exception to the capitalisation of assets through projects. However, profit centre owners remain responsible for notifying the Asset Compliance and Control Unit of these donations, by making use of the appropriate asset management form, to ensure recognition of the donated assets on the asset register, and disclosure on the financial statements.
- (21) Enhancement/Rehabilitation is an improvement or augmentation of an existing asset (including separately depreciable parts) beyond its originally recognised service potential, for example, remaining useful life, capacity, quality, and functionality. The incurred costs must be capitalised whereas, maintenance/refurbishment to an asset will restore or maintain the originally assessed future economic benefits or service, potential that an entity can expect from an asset and is necessary for the planned life to be achieved, and therefore must not be capitalised as part of the cost of an asset.

Depreciation

- (22) Depreciation is according to GRAP 17, the systematic allocation of the depreciable amount of an asset over its useful life. The depreciable amount is the cost of an asset or other amount substituted for cost, less its residual value. Depreciation forms part of the cost charged to the profit centre where the asset is used and must be included in the operating budget likewise.
- (23) Assets capitalised will be depreciated except land and in certain instances also heritage assets because it does not depreciate and during the preparation of the budget, depreciation will be considered with the help of the Accounting Policy.
- (24) An asset is depreciated over its useful life. The useful life refers to the asset's expected use to the Municipality and is an estimation based on accounting and municipal infrastructure guidelines. The useful lives are assigned to the asset classes to which the assets belong. The Municipality applies the straight-line method in the calculation of depreciation.
- (25) The depreciation charge for each period is recognised as an expense in the operating budget as well as the statement of financial performance.

13. BUDGET MONITORING

Monitoring Financial Performance

- (1) It is important to monitor and review the actual and planned revenue received and expenditure incurred to ensure accountability, transparency and control in the financial affairs of all departments/votes in the City of Tshwane.
- (2) The public has a right to know what money is being spent on, and what decisions their elected representatives make on their behalf. It is only with this knowledge that elected officials can be held accountable for their budget planning, allocations and implementation.
- (3) Monitoring a budget is also supports better decision-making. It provides a forum for purposeful and concrete engagement between the executive, the legislatures and civil society around critical choices and outcomes.
- (4) In the City of Tshwane the approved budget is categorised into Operating and Capital budgets and therefore the monitoring thereof will be done accordingly. As a general rule, current operating revenue needs to be sufficient to support current operating expenditures.
- (5) Budget performance will be monitored and reported on throughout the year, as legislatively stipulated and in alignment with National Treasury circulars/guidelines. The heads of departments are an integral part of the budget control process and will be responsible for their individual department's financial performance.
- (6) Revenue and Expenditure Groups are categorised in terms of GRAP and is aligned to the approved MTREF. Different rules will be applicable to manageable and non-manageable groups of revenue and expenditure in so far as budget monitoring and control are concerned.
- (7) Section 71 of the MFMA requires the accounting officer to submit monthly budget statements to the mayor.
- (8) Funds management was implemented in the SAP financial system to assist with internal control in order to prevent over-expenditure on expenditure items. However, in exceptional circumstances when service delivery can be hampered, the Accounting Officer may, on motivation submitted by the relevant department and in line with legislation, approve and implement the necessary measures to ensure continuous service delivery, such as the temporary lifting of the funds management tool (whilst savings are identified) in order that the required payments may be effected. This practice is not supported and should be limited to exceptional cases where savings have been identified.
- (9) The Chief Financial Officer must approve the lifting of funds management for the processing of the necessary corrective year-end transactions during preparation of the Annual Financial Statements.
- (10) Departments should, however, ensure that corresponding savings are identified to offset these excess expenditures and process the required fund transfers in line with the approved fund transfer policy or by way of the annual Adjustments Budget in terms of Section 28 of the MFMA.

Overspending on Budget

Processes to authorise unauthorised expenditures

- (11) In terms of section 32 of the MFMA, 'unauthorised expenditure' may only be authorised (condoned) by the municipal council in an adjustments budget. In this regard, regulation 23(6) of the Municipal Budget and Reporting Regulations provides that:

“(6) An adjustments budget contemplated in section 28(2)(g) of the Act may only authorise unauthorised expenditure as anticipated in section 32(2)(a)(i) of the Act, and must be –

- (a) dealt with, as part of the adjustments budget contemplated in sub-regulation (1); and
- (b) a special adjustments budget tabled in the municipal council when the mayor tables the annual report in terms of section 127(2) of the Act, which may only deal with unauthorised expenditure from the previous financial year which the council is being requested to authorise in terms of section 32(2)(a)(i) of the Act.”

In practice this means:

- i. Unauthorised expenditure that occurs in the first half of a municipal financial year may be authorised by the council in the main adjustments budget that must be tabled in council before 28 February (see regulation 23(1) of the Municipal Budget and Reporting Regulations).
- ii. Unauthorised expenditure that occurs in the second half of the financial year, or that occurred in the first half of the year but was not authorised in the main adjustment budget (above), has to be reported in the annual financial statements. Savings need to be identified to cover the over expenditure through a special adjustment budget in terms of section 127(2).
- iii. If the council decides not to authorise an unauthorised expenditure, then it must be recovered from the person liable for that expenditure unless the council certifies that the amount is irrecoverable and it is written off by the council.

(12) This power to authorise unauthorised expenditure and certify unauthorised, irregular or fruitless and wasteful expenditure as irrecoverable may not be delegated to a council committee or to any administrative committee or official. It is a core competency and function of the council.

(13) In this regard, regulation 74 of the Municipal Budget and Reporting Regulations provides that:

“(1) A council committee contemplated in section 32(2)(a)(ii) of the Act to investigate the recoverability of any unauthorised, irregular or fruitless and wasteful expenditure must consider –

- (a) the measures already taken to recover such expenditure;
- (b) the cost of the measures already taken to recover such expenditure;
- (c) the estimated cost and likely benefit of further measures that can be taken to recover such expenditure; and
- (d) submit a motivation explaining its recommendation to the municipal council for the final decision.”

Cash-flow Planning

(14) Monitoring the financial viability of council, particularly transactions affecting Cash Flows is essential, as it has a direct impact on Council pursuing its activities as set out in its Strategic plan. Cash flow management is critical due to the requirements of the MFMA. Section 45 provides strict parameters within which a municipality can apply short-term debt.

(15) During the budget compilation process departments are required to do periodic planning of all revenue and expenditure for both operating and capital budgets for the following reasons:

- (a) For monitoring of performance;

- (b) For proper cash flow planning (eg if the Group Financial Services Department is forced to arrange for additional loans to bridge the gap caused by a deviation from the periodic planning).
- (16) Periodic planning for operating revenue and expenditure differ from the planning for capital budget expenditure in that:
- (a) Planning for the operating budget is done per project at a transacting level in terms of mSCOA; and
 - (b) Planning for the capital budget is done per project.
- (17) Previous revenue and expenditure patterns will assist profit centre managers in setting the timing of the cash flows, but they may also be led by other factors which should also be taken into consideration.

Deviation Reporting: Operating and Capital Budget

- (18) The purpose of deviation reporting is to provide reasons for the deviations from the MTREF and to give details of corrective measures that will be taken.
- (19) It will be considered that a deviation of operating revenue and expenditure occurred when evidence indicates the following circumstances:
- (a) Revenue realised less than or in excess of the amount budgeted for;
 - (b) Cumulative revenue realised less than or in excess of the cumulative amount stated in the periodic planning;
 - (c) Expenditure realised less than or in excess of the amount budgeted for;
 - (d) Cumulative expenditure realised less than or in excess of the cumulative amount stated in the periodic planning; and
 - (e) Unallocated expenditure on distribution accounts.
- (20) Based on the definition of a "Vote" in terms of the MFMA, each strategic unit/department within the Municipality is considered a "Vote" and aligned to the approved MTREF, in terms of both the capital and the operating budgets.
- (21) All revenue groups, with the exception of "Interest Earned - External Investments" (which is managed and controlled by the Group Financial Services Department), are manageable by the respective departments to the extent that is the responsibility and accountability of each Head of Department to ensure that all revenue budgeted for should be collected or billed.
- (22) Furthermore, in terms of Section 28 of the MFMA, all Heads of Department will have to inform the City Manager as Accounting Officer as soon as they have become aware that any revenue budgeted for in their respective departments, will not fully materialise or be collected/recovered, and ensure that both the revenue and expenditure levels be adjusted downwards accordingly by means of an Adjustments Budget in terms of the Mid-term Performance Review and Adjustments Budget Process as approved by the Council.
- (23) The individual head of strategic unit/department is accountable to report to the City Manager and the Chief Financial Officer on a monthly, quarterly and annual basis on deviations in all revenue.

- (24) Monitoring of variances for capital projects is the comparison of actual expenditure against expenditure targets set in the Service Delivery and Budget Implementation Plan (SDBIP) as well as the indicated milestones for the project. The project numbers are as reflected in the approved budget.
- (25) Internal reporting mechanism
- (a) Each profit/cost centre owner is accountable to ensure that their respective profit/cost centre reconciliations are done, and furthermore that corrective measures are implemented to ensure line-item expenditure does not exceed line-item budget.
 - (b) Each month end, every profit centre owner will submit a variance report on deviated line items to their Divisional Head and their Department's Financial Support Services;
 - (c) Each month end every project owner will submit a variance report on project variances to their respective Divisional Head and their Department's Financial Support Services;
 - (d) This report will then be submitted to the relevant head of the department.
- (26) Management reporting
- (a) Each month end, the Departmental Head will report on the reasons for the variances and the envisaged corrective action to be taken utilising the information supplied by the profit centre owners/divisional heads/managers/head of department, and submit it to the Group Financial Services Department, Financial Performance Management Section, using the standard format report supplied by this section.
 - (b) A monthly report must be submitted to the Mayoral Committee (MC) and Council setting out the financial position and the financial results for the period under review.
 - (c) The in-year report will be submitted monthly to the Mayoral Committee and quarterly to Council.
- (27) Legislative reporting
- (a) The Accounting Officer in terms of Section 71(1) of the MFMA must submit to the Executive Mayor, National- and Provincial Treasuries by no later than 10 working days after the end of each month, a statement in the prescribed format with regard to the outcome of the municipality's monthly performance, inclusive of the cumulative actual outcome to the end of the reporting month.
 - (b) The Mayor of the municipality must within 30 days of the end of each quarter, submit the "In-year" report to the municipal Council on the implementation of the budget and the financial state of the municipality, in the prescribed format in terms of Section 52(d) of the MFMA.
 - (c) Further, Section 31(1) requires that the mayor's quarterly "In-year" report on the implementation of the budget and financial state of affairs of the municipality as required by Section 52(d) of the MFMA must be –

in the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of Section 168(1) of the MFMA; and
consistent with the monthly budget statement for September, December, March and June as applicable; and submitted to the National Treasury and the relevant Provincial Treasury within five (5) days of the tabling of the report in the council.

- (d) The Accounting Officer must by 25 January of each year submit the mid-year review and performance assessment in the prescribed format to the Mayor of the municipality, National Treasury and the relevant Provincial Treasury, assessing the performance of the municipality during the first half of the financial year, and as part of the review, make recommendations as to whether an adjustments budget is necessary.

Conditional Grants

- (28) All conditional grants must be spent in terms of the grant frameworks as per the annual Division of Revenue Act, Provincial Gazette and grant agreements.

14. FUND TRANSFERS - OPERATING BUDGET

- (1) This policy aims at empowering the respective heads of departments to manage their operational budgets within the stipulations of the MFMA and to create an environment of accountability within each department.
- (2) The Departmental Group Head must approve the operating budget fund transfer taking into consideration the City Scorecard and SDBIP targets.
- (3) All votes will have to ensure that the implications of the intended transfers are known and that these implications have been taken into consideration, bearing in mind their service delivery objectives and service delivery implementation plans. The Departmental Head must ensure that any proposed transfer is considered within the context of the City Scorecard and SDBIP targets.
- (4) This policy and all subsequent transfers will be carefully monitored by the Chief Financial Officer to ensure that all the intended transfers are within the stipulations of the proposed policy.
- (5) The Chief Financial Officer must report monthly to the Mayoral Committee on all fund transfers for that month.
- (6) The transfer of funds between expenditure items within a Vote (Department) will only be allowed within the following stipulations:
 - (a) A saving has to be identified within the limitations of the approved expenditure item or expenditure group in the respective departmental budget. Reprioritisations will be allowed between projects within a function (Vote).
- (7) No fund transfers of less than R1 000,00 will be accommodated.
- (8) Fund transfers in excess of R5 million against any expenditure item will only be allowed upon approval of the Director: Financial Performance Management and transfers in excess of R10 million will be approved by the Divisional Head: Budget Office.
- (9) Fund transfers of savings (budget return) identified from the quarterly released amount, within a specific expenditure item, may be allowed by Group Financial Services, provided that a motivation for the transfer is provided and the impact on service delivery commitments.
- (10) All fund transfers will be subjected to the expenditure business rules (periodic planning).
- (11) Fund transfers will be allowed to Repairs and Maintenance, only within the same Department, but not away from Repairs and Maintenance expenditure items.
- (12) Fund transfers between Regions will only be allowed against the Operating Budget within the Regional Operations and Coordination Department.
- (13) Transfers to and from the following expenditure groups will not be allowed, as these items are managed by Group Financial Services (Budget Office):
 - (a) Debt Impairment
 - (b) Depreciation and Asset Impairment
 - (c) Remuneration of Councillors

- (d) Loss on Disposal of PPE
 - (e) Finance Costs
- (14) Transfers to and from the Transfer and Grants Expenditure Group will be allowed, within a specific cost centre.
- This provision excludes expenditure line items that are primarily controlled by the Group Financial Services Department (i.e. Municipal Entities, Grants In-Aid, etc.).
- (15) Transfers on the following expenditure groups will be allowed within the group's business rules:
- (a) Employee Related Cost
 - (b) Contracted Services
 - (c) General Expenditure
 - (d) Other Material
 - (e) Bulk Purchases
- (16) Transfers between expenditure groups may be allowed by the Accounting Officer, by means of a written report, under exceptional circumstances where service delivery will be affected, provided that valid reasons/motivations for the transfer is submitted and sufficient savings are identified on other expenditure groups.
- Due to the nature of expenditure on repairs and maintenance, this provision excludes fund transfer requests for expenditure on repairs and maintenance.
- This provision excludes funds transfers between grant expenditure items.
- (17) Transfers to and from centralised expenditure items will be allowed only on approval of the Accounting Officer, by means of a written report to be submitted by the relevant department in which sufficient motivation for such transfers is provided.
- (18) No fund transfers will be allowed to and from any Distribution Accounts (i.e. Labour, Transport and Machinery and Equipment), owing to the fact that these accounts are charged out by means of hourly tariff rates or kilometres usage tariff.
- (19) Departments must utilise internal services to prevent double costing of goods and services available in the organisation. Examples in this regard are the use of external vehicle workshops while the internal workshop has capacity to undertake the work and the hiring of equipment/vehicles while similar equipment/vehicles are not utilised fully in the same or another department. Should this process not be followed it will result in fruitless and wasteful expenditure as the resources of the City of Tshwane is then under-utilised.
- (20) Transfers between expenditure items, within a specific distribution account within a specific municipal standard classification (MSC), may be allowed by the Group Financial Services Department under special circumstances (ie to correct errors in the budget or to provide for unforeseen/unavoidable expenses for which insufficient budget was approved), provided that valid reasons/motivations for the transfer is provided, sufficient savings are identified on other expenditure line items within the same specific distribution account and MSC, and the further proviso that the bottom-line budget allocation for the specific distribution account is not amended (increased or reduced).

- (21) Any amendment to the approved total budget allocation of a distribution account, or the transfer of funds between distribution accounts and profit centres, shall constitute an adjustment and be required to be included in the Municipal Adjustments Budget as prescribed by Section 28 of the MFMA.
- (22) Fund transfers between revenue groups/categories is not allowed in terms of the Budget Policy, movements between groups/categories will only be allowed in exceptional cases for the purposes of aligning the budget as per approved mSCOA categories.
- (23) Fund transfers between the operational and capital budget are not allowed.
- (24) Any deviation will have to be reported to the municipal Council in terms of sections 1, 15, 29, 32 and 70 of the MFMA.

15. FUND TRANSFERS - CAPITAL BUDGET

- (1) Although all individual Capital Projects of the relevant Department (Vote) form the Capital Programme for that particular Vote, the transfer of funds between projects within a Vote will only be allowed within the following stipulations:
- (a) For a transfer to take place from one expenditure item within a capital project to another a saving needs to be identified. Furthermore, reprioritisation will be allowed between projects within a function (Vote) and within approved projects in the MTREF. No new projects will be created.
 - (b) Fund transfers between Regions will not be allowed against the Capital Budget (Capital Projects) where there will not be any target change with the provision that MAYCO approves the fund movement.
 - (c) The relevant Department must ensure that the intended transfer amount is available against the expenditure item and not committed for other purposes and clearly indicate to which expenditure item within a project the funding will be transferred.
 - (d) Fund transfers will be done in the prescribed format (formal report) between individual projects within the approved Capital Programme (Vote), within the approved funding source and at the lowest level as approved according to the mSCOA chart to enable Departments to effectively implement and fast-track the delivery of services.
 - (e) The Department must ensure that the implications of the intended transfer are taken into consideration bearing in mind the service delivery objectives.
 - (f) The Departmental Head must ensure that any proposed transfer is considered within the context of the City Scorecard and SDBIP targets. The proposed fund transfer needs to be consulted with the respective MMC.
 - (g) The relevant MMC must approve the transfer of funds by signing the relevant documentation (report) and give careful consideration to the implications of such a transfer on service delivery.
 - (h) Comments of the City Strategies and Performance Management Department must be requested on the proposed fund transfer report.
 - (i) The Mayoral Committee must consider the proposed fund transfer for approval once the transfer document (report) has been signed by the Departmental Head, Accounting Officer and the relevant MMC and the City Strategies and Performance Management Department comments have been included.
- (2) Cognizance needs to be taken of the introduction of a programme budgeting approach with regards to the Urban Settlements Development Grant (USDG) and the Expanded Public Works Programme (EPWP) wherein:
- (a) Transfers between projects in this specific programme will be allowed on the lowest level as approved according to the mSCOA chart with the proviso indicated in section 1(i) above, to take place cross-cutting between Votes in exceptional circumstances during an adjustments budget, which can/will consequently result in the bottom-line (total budget) of the Departments affected to be amended/altered, owing to the transfer.
 - (b) The creation of a funding source level where it does not exist against an approved project will be allowed in order to ensure the approved transfer takes place. The requirements for this fund transfer are as follows:

- i. Department should submit a formal request to both City Strategies and Performance Management and Group Financial Services for a funds transfer within the WBS.
 - ii. Upon receipt of this funds transfer request; City Strategies and Performance Management and Group Financial Services will provide comments to the department regarding the proposed transfer within 3 days from the date of the request. The approval of the funds transfer will be approved by the City Manager and therefore the onus is on the department to ensure that this report makes it into the Mayoral Committee meetings.
 - iii. At the end of each quarter together with the financial and non-financial performance report, Group Financial Services and City Strategies and Performance Management reflect on the funds transfer that has taken place; both between the funding source level and within the lowest level as approved.
 - iv. A consolidation of these transfers will be used for compilation of the Annual Report, planning for the year ahead and adjustment of projects, SDBIP and IDP.
- (c) It should be declared in the final Corporate Deviations Report for the year ended 30 June, to be submitted to the Municipal Council within 60 days after the end of the financial year.
- (3) Movements between the operating and capital budget will only be accommodated during the Adjustments Budget process and no movements between capital movables projects and operational budget will be allowed.
- (4) Fund transfers will be reviewed by the Financial Performance Management Division in order to ensure that all intended transfers are within the stipulations of the Budget Policy.

16. ADJUSTMENTS BUDGET

- (1) A municipality has to revise an approved annual budget through an adjustments budget. The adjustments budget must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue. It may also appropriate additional revenues that have become available, or it may authorise certain other adjustments elucidated in the Act. Only the mayor may table an adjustments budget in the municipal council. The adjustment budget must be submitted simultaneously with the mid-year review on or before 25 January each year.
- (2) The Executive Mayor may within 60 days after unforeseeable and unavoidable expenditure was incurred for the purpose of an emergency or other exceptional circumstance and for which no provision was made in an approved budget, table an adjustments budget.
- (3) In terms of the MFMA, essentially three conditions can be defined necessitating an adjustment budget, namely: under-collection of revenue; emergency or other exceptional circumstances; and mid-term budget review.

Under-collection of Revenue

- (a) The Accounting Officer, or the Heads of Department, must ensure that the spending of funds is in accordance with the budget.
- (b) Should a material under-collection of revenue become apparent, it will be necessary for the relevant department to revise the budgeted revenue levels to a realistic forecast. It is also necessary to revise the expenditure levels associated with this revenue downwards in proportion to the revenue budgeted. This could be undertaken with the mid-term budget review which could result in an adjustment budget.
- (c) Should the under-collection, however, be considered to be material of nature, it will be necessary for the strategic unit/relevant department to report such under-collection to the Accounting Officer as a matter of urgency to consider implementing corrective measures. Materiality is normally considered to be 10% or more of an individual item measured against the periodic planning for that item. In some cases, the magnitude of the amount concerned may suggest a deviation of less than 10%.

Emergency or other exceptional circumstances

- (d) The Executive Mayor may in case of an emergency or other exceptional circumstances authorise unforeseeable and unavoidable expenditure for which no provision was made in the annual approved budget of the municipality in compliance with the provisions of Section 29 of the MFMA.
- (e) Section 29(3) states that if such adjustments budget is not passed within 60 days after the expenditure was incurred, the expenditure is unauthorised and Section 32 of the MFMA applies.

Mid- term Budget Review

- (f) Municipalities are required to assess their performance during the first half of the financial year based on their respective services delivery targets, their performance indicators and financial performance. The assessment has to take place on or before 25th January each year according to Section 72 of the MFMA.
- (g) The assessment outcomes may or may not necessitate budget adjustments. In instances where an adjustments budget is necessitated, an adjustments budget has to be prepared and submitted to the Mayoral Committee, for consideration and tabling in the Municipal Council as

well as recommend revised projections for revenue and expenditure to the extent that may be necessary (Section 69 of 72). It is in this vein that the two processes run in tandem and require finality on the date instructed by the Act, on or before 25th January each year.

- (h) In the event of adjustments to the distribution accounts during the Adjustments Budget process, the department concerned must indicate the corresponding effect that the adjustments will have on the secondary costs in the Repairs and Maintenance group of expenditure.

Procedural application

- (4) The following administrative procedure will have to be adhered to in terms of the three classifications as defined and explained under the adjustment (section 16(3)). In the event of an emergency or exceptional circumstance occurring during the first four months of the financial year (July to October), the following procedure shall be adhered to:
- (5) When the relevant or affected senior management becomes aware of an emergency or exceptional circumstances occurring, he or she should:
 - (a) Immediately inform the Member of Mayoral Committee (MMC) and the Accounting Officer/Accounting Officer of the emergency or exceptional circumstances that occurred.
 - (b) Together with the Member of Mayoral Committee; the Accounting Officer and the Chief Financial Officer must convene an urgent meeting to determine:
 - i. The extent of the emergency or exceptional circumstances.
 - ii. The financial implications thereof.
 - iii. Savings to be identified.
 - iv. The urgency and consequences of actions to be taken.
 - v. Whether or not the emergency or exceptional circumstances can be accommodated within the allocations of the approved budget vote.
 - vi. Whether or not the emergency or exceptional circumstances would necessitate an amendment to the approved budget.
 - vii. Whether or not the emergency or exceptional circumstances may be dealt with during the mid-term budget and performance review.
- (6) The relevant or affected senior management must ascertain and conclude that the emergency or exceptional circumstances cannot be managed or accommodated within allocated budget allocations by way of known savings, reprioritisation of expenditure, operational gains or existing delegations, e.g. the Fund Transfer Policy.
- (7) Should this be the case, the relevant senior management must compile a report, in the prescribed format, and subsequently, submit the report to the Member of the Mayoral Committee and the Accounting Officer for evaluation in consultation with the Chief Financial Officer to determine whether an exceptional Adjustment Budget is necessary.
- (8) If not, the issue must be held in abeyance until the mid-term budget and performance review to be undertaken in November, December and January which could result in an Adjustments Budget being tabled during January/February of that particular financial year.
- (9) Should the issue (emergency or exceptional circumstance) necessitate the tabling of an exceptional Adjustment Budget, as to be determined by the Accounting Officer in consultation with the Chief Financial Officer, the Accounting Officer must advise the Executive Mayor as a matter of urgency.

- (10) After considering the relevant facts, the Executive Mayor can authorise the related expenditure in terms of Section 29 of the MFMA. The Executive Mayor must however table the proposed adjustment at the next Council Meeting, and should the Adjustments Budget not be passed within 60 days of the incurred expenditure, the expenditure can be considered unauthorised and Section 32 of the MFMA applies. If an expenditure is deemed to be unauthorised, as a result of non-acceptance by the Council, Section 32 applies where there is a potential for political office bearers, the Accounting Officer or other officials being held liable for the expenditure.
- (11) In the event of an emergency or exceptional circumstance occurring during the months of November, December or January of a particular financial year the following procedure shall be adhered to:
- (a) The issue shall be raised during the mid-term budget and performance review of that particular department.
 - (b) Subsequently, be included in the Adjustment Budget.
- (12) In the event of an emergency or exceptional circumstance occurring after the mid-term review and adjustments budget was finalised, the same procedure as stated for the first four months of the financial year, shall apply.
- (13) During the adjustments budget process, no fund transfers are allowed as a stable budget is required. However, the Budget Office will approve spending, without funding, during this process in exceptional cases, until approval of the adjustments budget, where-after the situation will be rectified by way of fund transfers.
- (14) No fund transfers will be allowed between expenditure categories after the Adjustments Budget.

17. REVIEW

The policy will be reviewed annually during the budget process and to align to National Treasury directives.

Abbreviations

BPMC	Budget, Planning and Policy Monitoring Committee
CBP	Corporate and Business Planning
CDS	City Development Strategy
CFO	Chief Financial Officer
EPWP	Expanded Public Works Programme
GDP	Gross Domestic Product
GDS	Gauteng Development Strategy
GFS	Government Financial Statistic
GL	General Ledger
GNP	Gross National Product
GRAP	Generally Recognised Accounting Practice
IDP	Integrated Development Plan
LED	Local Economic Development
LTFM	Long-term Financial Strategy
MFMA	Municipal Finance Management Act, 2003
MMC	Member of Mayoral Committee
MPRA	Municipal Property Rates Act
MSA	Municipal Structures Act, 2000
mSCOA	Municipal Standard Chart of Accounts
MTREF	Medium-term Revenue and Expenditure Framework
NT	National Treasury
PPE	Property, Plant and Equipment
SDBIP	Service Delivery and Budget Implementation Plan
SPU	Special Programmes Unit
USDG	Urban Settlements Development Grant
VAT	Value Added Tax
WBS	Work Breakdown Structure

Property Rates Policy

Effective Date – 1 July 2020



CITY OF
TSHWANE
IGNITING EXCELLENCE

PREAMBLE

WHEREAS the Constitution of the Republic of South Africa, entitles municipalities to impose rates on property in their areas, subject to regulation in terms of national legislation;

AND WHEREAS the Constitution enjoins local government to be developmental in nature, in addressing the service delivery priorities of our country and promoting the economic and financial viability of our municipalities and in general to meet its' obligation in terms of section 152 of the Constitution of the Republic of South Africa, 1996;

AND WHEREAS there is a need to provide local government with access to a sufficient and buoyant source of revenue necessary to fulfil its development responsibilities;

AND WHEREAS income derived from property rate is a critical source of revenue for municipalities to achieve their constitutional objectives, especially in areas that have been neglected in the past due to racially discriminatory, inadequate or inappropriate legislation and regulation;

AND WHEREAS, it is essential that municipalities exercise their power to impose rates within a statutory framework that not only enhances certainty, uniformity and simplicity across the nation, but also accounts for historical imbalances and the rates burden on the poor;

AND WHEREAS the Constitution of the Republic of South Africa confers on Parliament the power to regulate the exercise by municipalities of their fiscal powers;

NOW THEREFORE, the Council of the City of Tshwane Municipality and all its entities adopt the **PROPERTY RATES POLICY** as set out hereinafter in this document.

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SECTION A

1. DEFINITIONS

In this policy, any word or expression to which a meaning has been assigned in the Act, bears that meaning unless the context indicates otherwise, and any expression which denotes any gender, includes the other gender or the singular only, also includes the plural and vice versa.

- 1.1 **“Act, 2004”** means the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004), read with its Regulations as amended;
- 1.2 **“additional rate”** means a rate, if any, in accordance with the Municipality’s Policy adopted in terms of sections 22 of the Act, 2004 read with 85 and 86 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), regarding Improvement Districts
- 1.3 **“Agent”** in relation to the owner of a property, means a person appointed by the owner of the property:- –
 - (a) to receive rental or other payments in respect of the property on behalf of the owner or
 - (b) to make payment in respect of the property on behalf of the owner;
- 1.4 **“Agricultural property”** means a property that is used primarily for agricultural purposes but excludes any portion thereof that is used commercially for hospitality of guests, and excludes the use of property for purpose of ecotourism or for the trading in or hunting of game.
- 1.5 **“Annually”** means once every financial year;
- 1.6 **“bona-fide farmer”** mean a person who owns a farm and is actively engaged in full-time farming practice on this farm and using it exclusively for agricultural purposes.
- 1.7 **“business and commercial”** as a property category for the levying of different rates means a property used for the Activity of buying, selling or trade in commodities or services and includes any office or other accommodation on the same erf, the use of which is incidental to such business
- 1.8 **“category”**
 - (i) in relation to property, means a category of properties determined in terms of section 8 of the Act, 2004;
 - (ii) in relation to owners of properties means a category of owners determined in section 15(2);
- 1.9 **“Chief Financial Officer”** means the Group Financial Officer or the person acting in such position, of the Municipality
- 1.10 **“Constitution, 1996”** means the Constitution of the Republic of South Africa, 1996;
- 1.11 **“Council”** means the Council of the City of Tshwane Metropolitan Council established in terms of the Municipal Structures Act, 1998 read with Government Notice No. 1866 published in Provincial Gazette Extraordinary No. 128 of 30 June 2010, as amended;
- 1.12 **“Date of valuation”** means the date determined by a municipality in terms section 31(1) of the Act, 2004;

- 1.13 **"Day"** means when any number of days are prescribed for the performed of any act, those days must be reckoned by excluding the first but including the last day, unless the last day falls on Saturday, Sunday or any public holiday, in which case the number of days must be reckoned by excluding the first day and also any such Saturday or public holidays
- 1.14 **"Educational institutions"** as a property category for the levying of different rates, means properties registered as such as per applicable legislation, and this includes private or public primary and secondary schools, Universities, Colleges and Crèche's (regardless of whether subsidised or not), that are not registered for TAX exemption in terms of the Income Tax Act; 1962;
- 1.15 **Effective date**:-
- a) in relation to a valuation roll, means the date on which the valuation roll takes effect in terms of section 32(1) of the Act, 2004 or
 - b) in relation to a supplementary valuation roll, means the date on which a supplementary valuation roll takes effect I n terms of section 78(2)(b) of the Act, 2004;
- 1.16 **"Exclusion"** in relation to a municipality's rating power, means a restriction of that power as provided for in section 17 of the Act, 2004
- 1.17 **"Exemption"** in relation to the payment of a rate, means an exemption granted by a municipality in terms of section 15 of the Act, 2004;
- 1.18 **"Financial Year"** means the period commencing from 1 July in any particular year ending closing of business day on 30 June the following year;
- 1.19 **"Special rebate"** means an additional grant awarded to persons who are in receipt of an old age grant, disability grant or war veteran's grant, and are unable to care for themselves;
- 1.20 **"improvement"** means any building or structure on or under a property excluding:-
- (i) a structure constructed solely for the purpose of rendering the property suitable for the erection of any immovable structure thereon; or
 - (ii) buildings, structures and equipment or machinery referred to in Section 46(3) of the Act, 2004;
- 1.21 **"Income Tax Act, 1962"** means the Income Tax Act, 1962 (Act 58 of 1962), as amended;
- 1.22 **"indigent"** as a category of owner of property for the purpose of granting exemptions, rebates and reductions, means any household that is legally resident in the Republic of South Africa and resides in the Municipality's jurisdictional area who, due to a number of economic and social factors, are unable to pay municipal rates for basic municipal services as per the City's Indigent Policy;
- 1.23 **"industrial"** means a branch of trade or manufacturing, production, assembling or processing of finished or practically finished products from raw materials or fabricated parts, on so large scale that capital and labour are significantly involved and includes factories and any office or other accommodation on the same property, the use of which is incidental to the use of such factory;
- 1.24 **"land reform beneficiary"** in relation to a property, means a person who-
- a) acquired the property through
 - (i) the Provision of Land and Assistance Act, 1993 (Act 126 of 1993);
 - (ii) the Restitution of Land Rights Act, 1994 (Act 22 of 1994); or

- b) holds the property subject to the Communal Property Association Act, 1996 (Act 28 of 1996);
 - c) holds or acquires the property in terms of such other land tenure reform legislation as may pursuant to section 26(6) and (7) of the Constitution, 1996 be enacted after this Act, 2004 came into effect;
- 1.25 **“land tenure right”** means a land tenure right as defined in section 1 of upgrading the Land Tenure Rights Act, 1991 (Act 112 of 1991);
- 1.26 **“market value”** in relation to a property, means the value of the property determined in accordance with section 46 of the Act, 2004.
- 1.27 **“mining”** means any operation or activity for the purpose of extracting any mineral on, in or under the earth, water or any mineral residue deposit, whether by underground or open working or otherwise and includes any operation or activity incidental thereto;
- 1.28 **“multiple purpose”** in relation to a property means the use of a property for more than one purpose subject to section 9
- 1.29 **“municipal property”** means any rateable or non-rateable property owned by the City;
- 1.30 **“Municipality”** means the corporate administration of City of Tshwane Metropolitan Municipality which has exclusive executive and legislative authority within the Tshwane jurisdictional area as described in section 155(1) of the Constitution, 1996, established by Provincial Notice No. 6766 of 2000 dated 1 October 2000, as amended read with Government Notice No. 1866 published in Provincial Gazette Extraordinary No. 128 of 30 June 2010, as amended, in terms of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998); and includes:
- a) an institutional administrative structure, official, or other person exercising a delegated authority or power or carrying out a function in terms of this By-law, or any power delegated in terms of the Corporate System of Delegations of the Municipality provided for in section 59 of Municipal Systems Act, 2000; or
 - b) a service provider fulfilling a responsibility under this By-law, assigned to it in terms of section 81(2) of the Municipal Systems Act, 2000 or any other contractual assignment or law, and any amendments thereto after date of commencement and **“City”** shall have the same meaning;
- 1.31 **“Newly rateable property”** means any rateable property on which property rates were not levied before the end of the financial year preceding the date on which this Act took effect, excluding: -
- a) a property which was incorrectly omitted from a valuation roll and for that reason was not rated before that date,
 - b) property identified by the Minister by the notice in the Official Government Gazette where the Phasing in of a rate is not justified, or
 - c) property that is the result of a sub-division or consolidation of land or new Township establishment.
- 1.32 **“non-permitted use”** as a property category for the levying of different rates, means any use of property that is inconsistent with or in contravention with the permitted use and correct zoning of such property in terms of the Town Planning or Land Use Scheme, as the case may be, in which event, and without condoning the non-permitted use thereof, the property shall be valued as if it were used for such non-permitted purpose only;

- 1.33 **“occupier”** means a person in actual occupation of a property, whether or not that person has a right to occupy the property;
- 1.34 **“office bearer”** in relation to places of public worship, means the primary person who officiates at services at that place of worship;
- 1.35 **“official residence”** in relation to places of public worship, means,
- a) a portion of the property used for residential purposes or
 - b) one residential property, if the residential property is not located on the same property as the place of public worship, registered in the name of a religious community or registered in the name of a trust established for the sole benefit of a religious community and used as a place of residence for an office bearer
- 1.36 **“organ of state”** means an organ of state as defined in section 239 of the Constitution, 1996;
- 1.37 **“owner”**:
- a) in relation to a property referred to in paragraph (a) of the definition of **“property”** means a person in whose name ownership of the property is registered.
 - b) in relation to a right referred to in paragraph (b) of the definition of **“property”** means a person in whose name the right is registered;
 - c) in relation to a land tenure right referred to in paragraph (c) of the definition of **“property”**, means a person in whose name the right is registered or to whom it was granted in terms of legislation; or
 - d) in relation to public service infrastructure referred to in paragraph (d) of the definition of **“property”** means the organ of state which owns or controls that public service infrastructure as envisaged in the definition of **“Public Controlled”**; provided that a person mentioned below, may for the purposes of this Property Rates Policy be regarded by the Municipality as the owner of a property in the following category:-
 - (i) a trustee, in the case of a property in a trust excluding state land;
 - (ii) an executor or administrator, in the case of a property in a deceased estate;
 - (iii) a trustee or Liquidator, in the case of a property in an insolvent estate or in liquidator;
 - (iv) a judicial manager, in case of a property in the estate of person under judicial management;
 - (v) a curator, in case of a property in the estate of person under curatorship;
 - (vi) a person in whose name a usufruct or other personal servitude is registered, in the case of a property that is subject to a usufruct or other personal servitude;
 - (vii) a lessee, in case of a property that is registered in the name of a municipality and is leased by it;
 - (viii) a lessee. In case of property to which a land tenure right applies and which is leased by the holder of such right
 - (ix) in the case of property occupied by Provincial or National Government then the relevant department of such Government, as the case may be

- (x) in the case of property occupied by an Embassy of a foreign Country, then such Embassy
 - (xi) In case where the council is unable to establish the identity of such person, the person who is entitled to derive benefit from the property of any buildings thereon or his legally appointed representative
- 1.38 **“pensioner”** as a category of owner of property for the purpose of granting exemptions, rebates and reductions, for purposes of the rates policy and eligibility for old age rebate, pensioner means any owner of rateable property who is the age of 60 (sixty) years or more, who receives pension, especially the retirement pension as main source of income during the Municipality’s financial year;
- 1.39 **“permitted use”** in relation to a property, means the limited purposes for which the property may be used in terms of any restrictions imposed by-
- (i) a condition of title;
 - (ii) provision of the City’s applicable Town Planning or Land Use Scheme as amended from time to time;
 - (iii) any legislation applicable to any specific property or properties; or
 - (iv) any alleviation of any such restriction;
- 1.40 **“Person”** includes an organ of state, a natural and a juristic entity as the case may be;
- 1.41 **“Disability Grantees and Medical boarded persons”** as a category of owner of property for the purpose of granting exemptions, rebates and reductions, means a person who, owing to disability, is unfit to obtain by virtue of any service, employment or profession the means needed to enable him or her to provide for his or her maintenance in accordance with the Social Assistance Act, 2004 (Act 13 of 2004);
- 1.42 **“Place of public worship”** means property used primarily for the purpose of congregation, excluding a structure that is primarily used for educational instruction in which secular or religious education is the primary instructive medium, provided that the property is
- a) Registered in the name of a religious community
 - b) Registered in the name of a trust established for the sole benefit of a religious community or subject to a land tenure right.
- 1.43 **“property”** means –
- a) immovable property registered in the name of a person, including, in the case of sectional title scheme, a sectional title unit registered in the name of a person;
 - b) a right registered against immovable property in the name of a person, excluding a mortgage bond registered against the property;
 - c) a land tenure right registered in the name of a person or granted to a person in terms of legislation; or
 - d) public service infrastructure;
- 1.44 **“Property Register”** means a register of properties referred to in section 23 of the Act, 2004;

- 1.45 **“Protected area”** as a property category for the levying of different rates, means an area that is or has to be listed in the register referred to in section 10 of the National Environmental Management: Protected Areas Act, 2003; (Act 57 of 2003)
- 1.46 **“Public benefit organisation”** means a public benefit organisation specified as such and listed in Item 1 (*welfare and humanitarian*), Item 2 (*health care*), and Item 4 (*education and development*) of part 1 of the (9th) Ninth Schedule to the Income Tax Act, 1962, and must be registered as such and be in possession of a tax exemption certificate issued by South African Revenue Services in terms of the Income Tax Act, 1962,
- 1.47 **“Public service infrastructure”** means publicly controlled infrastructure of the following kinds:-
- a) national, provincial or other public roads on which goods, services or labour move across a municipal boundary;
 - b) water or sewer pipes, ducts or other conduits, dams, water supply reservoirs, water treatment plants or water pumps forming part of a water sewer;
 - c) power stations, power substations or power lines forming part of an electricity scheme serving the public;
 - d) gas or liquid fuel plants or refineries or pipelines for gas or liquid fuel, forming part of a scheme for transporting such fuel;
 - e) railway lines forming part of a national railway system;
 - f) communication towers, masts, exchange or lines forming part of communication system serving the public;
 - g) runways, aprons and the air traffic control unit at national or provincial airports, including the vacant land known as the obstacle free zone surrounding these, which must be vacant for the air navigation purposes;
 - h) any other publicly controlled infrastructure as may be prescribed; or
 - i) a real right (*saaklike reg*), registered against immovable property in connection with infrastructure mentioned in paragraph (a) to (i);
- 1.48 **“Public service purposes”** in relation to the use of a property means property owned and used by an organ of states’ used primarily for purpose of congregation, excluding a structure that is primarily used for educational instruction in which secular or religious education is the primary instructive medium: provided that the property is:
- a) Hospital and clinics
 - b) Schools, pre-schools, early childhood development centres or further education and training colleges
 - c) National and provincial libraries and archives
 - d) Police Stations
 - e) Correctional Facilities
 - f) Courts of Law.
- 1.49 **“rate”** means a municipal rate on property envisaged in section 229(1)(a) of the Constitution, 1996 and provided for in the Act, 2004 and includes an **“additional rate”**, if any;

- 1.50 **“rateable property”** means property on which a municipality may in terms of section 2 levy a rate excluding property fully excluded from the levying of rates in terms of Section 17 of the Act, 2004;
- 1.51 **“ratio”** in relation to section 19 of the Act, 2004 means the relationship between the cent amount in the Rand applicable to resident properties and different categories of non-residential properties, provided that the two relevant cent amount in the Rand (ZAR) are inclusive of any relief measures that amount to rebates of a general application to all properties within a property category;
- 1.52 **“rebate”** in relation to a rate payable on a property, means a discount granted in terms of Section 15 of the Act, 2004, on the amount of the rate payable on the property;
- 1.53 **“reduction”** in relation to a rate payable on a property, means the lowering in terms of Section 15 of the Act, 2004, of the amount for which the property was valued and the rating of the property at that lower amount;
- 1.54 **“residential property” means a property included in a valuation roll in terms of section 48(2)(b) in respect of which the primary use or permitted use is for residential purposes**
- 1.55 **“sectional title unit”** means a section of a building together with its undivided share in the common property apportioned in accordance with the participation quota of the section in respect of a Development Scheme registered in terms of the Sectional Titles Act, 1986;
- 1.56 **“Special rating area”** means a special rating area approved by the Council in accordance with the provisions of section 22 of the Act, 2004 and where applicable, in relation to Improvement Districts; includes those areas of city improvement services approved by the Municipality in terms of its’ Policy adopted in accordance with sections 85 and 86 of the Local Government: Municipal Systems Act, 2000 ;
- 1.57 **“State-owned properties”** as a property category for the levying of different rates, means property owned and exclusively used by an organ of state, excluding farm properties used for residential or agricultural purposes or not in use and properties owned by parastatals or public entities;
- 1.58 **“State trust land”** means land owned by the State –
- (i) in trust for persons communally inhabiting the land in terms of a traditional system of land tenure;
 - (ii) over which land tenure rights were registered or granted; or
 - (iii) which is earmarked for disposal in terms of the Restitution Land Rights Act, 1994 (Act No. 22 of 1994);
- 1.59 **“Township Development”** this category is for properties held under deed of title (Township Title) in respect of which a township register was opened but shall exclude those portions in respect of which a Certificate of Registered Title was issued by the Registrar of Deeds Office;
- 1.60 **“Town Planning Scheme”** means the Town Planning Scheme of the Municipality and includes the Land Use Scheme of the Municipality, as amended, as the case may be;
- 1.61 **“vacant land”** as a category of rateable property for the levying of rates, means any land, other than farm land and / or smallholding, where no immovable improvements in accordance with the City’s Town Planning Scheme were erected in line with approved building plans and Certificate of Occupancy having been issued by the Municipality;

- 1.62 “**approved building plans**” means building plans approved by the Municipality in terms of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977),
- 1.63 “**office hours**” means the hours between 07:30 (7:30 **AM**) and 15:30 (3:30 **PM**) on any normal working business day;
- 1.64 “**municipal valuer**” or “**valuer of the municipality**” means the person designated by the Municipality as municipal valuer in terms of section 33(1) of the Act, 2004;
- 1.65 “**Sectional Titles Act, 1986**” means the Sectional Titles Act, 1986 (Act 95 of 1985), as amended.

2 GUIDING PRINCIPLES

This Property Rates Policy is guided by the following principles:-

- a) Equity, i.e. that all categories of property and categories of owners be treated equitable in relation to each other.
- b) Affordability for the taxpayer, i.e. that the rate policy should take into account issues of affordability across categories of owners.
- c) Poverty Alleviation, i.e. that the rate policy should facilitate poverty alleviation within the context of the mechanism at its disposal.
- d) Social and Economic Development, i.e. that the rate policy should be cost efficient and should enhance the financial sustainability of the municipality.
- e) Financial sustainability, i.e. that the rate policy should utilise the mechanism at its disposal to encourage the development of property in line with the socio-economic development needs and goals of the municipality.
- f) Cost efficiency, i.e. That the administrative cost related to rate policy is minimal taken into consideration amounts required to finance exemptions, rebates, reductions and phase –in of rates as approved by the municipality.
- g) Community Participation, i.e. that municipality will in amending this policy commits itself to a process of community participation and will engage interested parties and structures such as ratepayers’ organisations and ward committees.
- h) Encourage development of property in the City, that the rate policy does not discourage improvements of properties within jurisdiction area of the municipality.
- i) Access to collective municipal goods and services such as but not limited to; roads, medical clinics, traffic infrastructure, firefighting facilities, libraries, parks, recreational and sports facilities.
- j) Access to basic and other municipal services such as but not limited to; water, sewage, electricity, waste removal and other collective public services.

3 OBJECTIVES OF THE RATES POLICY

3.1 The objectives of this Policy are:-

- (a) To determine categories of properties for purpose of levying difference rates
- (b) To determine categories of owners of properties for purpose of granting exemption, reduction and rebates
- (c) To be consistent with the Act, 2004, and
 - (i) Treat persons liable for rates equitable
 - (ii) Promote local, social and economic development
 - (iii) Determine criteria for determination of:
 - (aa) Categories of properties for purpose of levying difference rates
 - (bb) Categories of owners of properties for purpose of granting reduction and rebates
 - (cc) Categories of properties for the purpose of granting exemption, reduction and rebates
 - (dd) Determine criteria to be applied if municipality levies different rates for different categories of properties
 - (ee) Determine how the municipality's power in terms of section 9 (1) will be exercised in relation to properties used for multiple purposes

3.2 The Municipality will take into account what the effect of imposing rates will have:-

- a) on the poor and include appropriate measures to alleviate the rates burden on them;
- b) on organisations conducting public benefit organisations where property registered in their name is used to the benefit of the general public;
- c) on public service infrastructure;
- d) general affordability of rates by those affected by such rates.

3.3 In respect of agricultural property, give effect to the regulation promulgated in terms of section 19(1)(b) of the Act, 2004.

4 ADOPTION OF PROPERTY RATES POLICY

4.1 A Community consultation process will be followed by way of public notice displayed through communication channels approved by the Chief Financial Officer in order to offer community and interested stakeholders a fair opportunity to submit their comments and submit presentations.

4.2 The Rates Policy will conspicuously be displayed for public inspection during normal office hours for an uninterrupted continuous period of at least 30 (thirty) days at the following addresses:-

- a) Municipal Head Office;
- b) Satellite Offices;
- c) Libraries;

- d) Customer Care Centres;
- e) On official website; and
- f) Such other places which the Chief Financial Officer may deem appropriate.

stating that:-

- (i) the Rates Policy is available at the municipality's head office, satellite offices, Libraries and Customer Care Centres for public inspection during office hours and stating also that copies are available on official website;
 - (ii) inviting local community and interested stakeholders to submit comments and representations to municipality on or before the closing date for comments which date may not be less than 30 (thirty) days from date of publication
- 4.3 The Municipality will, upon completion of the community consultation processes, adopt the Property Rates Policy having due regard to submissions received from all legitimate stakeholders.

SECTION B

5 DETERMINATION OF THE CRITERIA FOR THE LEVYING OF DIFFERENT RATES

5.1 Different categories of rateable properties

5.1.1 Categories of rateable property for the purpose of levying different rates, are determined according to the following criteria:-

- (a) Use of the property
- (b) Permitted use of the property or
- (c) A combination of (a) and (b)

5.1.2 The municipal valuer will be responsible for

- (a) the categorising of rateable properties in accordance with this policy, and
- (b) the maintenance thereof,

provided that any change in the actual use of the property, may in the discretion of the said valuer, be changed to the appropriate category in accordance with the Policy.

5.1.3 Categories of rateable property for purposes of levying differential rates as informed by the criteria are determined as follows:-

- (a) residential properties;
- (b) business and commercial properties;
- (c) educational Institutions;
- (d) eco-tourism and game farm
- (e) industrial properties;
- (f) mining properties;
- (g) municipal properties (not used by the Municipality);
- (h) State-owned properties;
- (i) agricultural properties;
- (j) non-permitted use;
- (k) vacant land;
- (l) Public Benefit Organisation; and
- (m) Township Development

5.1.4 Residential Properties

- a) In addition to the impermissible rate on the first R15,000 (fifteen thousand) of the market value of specific categories of a property as referred to in paragraph 4(v) above, a further R 135,000 (hundred and thirty-five thousand), reduction on the market value of a property will be applicable;

5.1.5 Properties eligible to Rate Ratios

a) Agricultural Properties

The meaning of the phrase “agricultural property” in terms of interpreting this property category for the purpose of determining the ratios in addition, in terms of the Act is defined as follows:

“property that is used primarily for agricultural purposes but excludes any portion thereof that is used commercially for hospitality of quests, and excludes the use of property for purpose of ecotourism or for the trading in or hunting of game.”

Therefore, any farm property that is used for anything other than agricultural activity, such as for industrial activity, residential purposes, business and commercial activity, trading in or hunting of game or eco-tourism among others is not covered by the ratio for agricultural property. The properties outside the meaning of “agricultural property” defined as outlined above and in the Regulation should be treated according to the municipality’s rates policy as far as it applies to those categories of property (e.g. residential, business, commercial, industrial etc.)

The rate applicable on agricultural property as contained in the definition of farm property, and as prescribed by the Municipal Property Rates Regulations which took effect from 1 July 2009:

The ratio in relation to residential property is:

Residential property:	1:1
Agricultural property:	1:0.25

b) Properties owned and used by Public Benefit Organisation:-

The rate applicable on property registered as Public Benefit Organisation, as prescribed by the Municipal Property Rates Regulations published in Government Notice No. 33016 of 12 March 2010 that took effect on 1 July 2010, may not exceed the ratio to the rate on residential properties where:

The ratio in relation to residential property is:

Residential property:	1:1
Public Benefit Organisation property:	1:0.25

6 PROPERTY USED FOR MULTIPLE PURPOSE

6.1 A property used for multiple purposes will, for rates purposes, be assigned to a category determined by the municipality for properties used for:-

1. A property used for residential will be categorised as residential property
2. A property used for business will be categorised as non- residential (commercial or business) property

6.2 A rate levied on a property assigned in terms of subsection (1)(c) to a category of properties used for multiple purposes will be determined by:-

A market value of property used for multiple purpose will be apportioned as follows:

- The large portion of the market value of such property will be apportioned to dominant use
- The remaining market value will be apportioned to non-dominant use

Levying of rates on property used for multiple purpose will be levied to respective property as follows:

- A property categorised as residential will pay property rates such that the residential rate is applied to the market value as apportioned for residential and will receive reduction and rebates
- A property categorised as non- residential (commercial or business) will pay property rates such that the non-residential rate is applied to the market value as apportioned for portion and will not receive residential reduction and rebates

7 LEVYING RATES ON SECTIONAL TITLE SCHEMES

A rate on property which is subject to a sectional title scheme will be levied in accordance with sections 10 and 92 of the Act, 2004, on the individual sectional title units in the scheme and not on the property as a whole.

8 AMOUNT DUE FOR RATES

8.1 A rate levied by a municipality on property will be an amount in the Rand (**ZAR**):-

- a) on the market value of the property;
- b) in case of the public service infrastructure, on the market value of the public service infrastructure less 30% (thirty percent), of that value as contemplated in section 17(1)(a) of the Act, 2004 or on such lower percentage as the Minister may determine in terms of section 17(4) of the Act, 2004; or
- c) in case of the residential property, on the market value of the property less R 15,000.00 (fifteen thousand).

8.2 A rate levied by municipality on residential properties with a market value below the prescribed valuation level may, instead of a rate determined in terms of subsection (1), be a uniform fixed amount per property

9 PERIOD FOR WHICH RATE MAY BE LEVIED

- a) When levying rates, a municipality must levy the rate for a financial year, and in terms of section 12 of the Act, 2004 such rate lapses at the end of the financial year for which it was levied.
- b) The levying of rates shall form part of the Municipality's annual budget process; and the Municipality shall during its' annual budgetary process review the amount in the Rand (ZAR).
- c) A rate levied for a financial year may not be increased during a financial year as provided for in Section 28(6) of the Municipal Finance Management Act, 2003.
- d) A rate becomes payable as from the first day of a financial year; provided that the same may be recovered by the Municipality on a monthly basis in accordance with section 26(1)(a) and 26(2)(b) of the Act, 2004.
- e) Deferment of payment of a rate or rates will only be allowed under special circumstances in line with a special resolution of Council to that effect.

10 COMMENCEMENT OF RATES

A rate becomes payable:-

- a) As from the start of a financial year
- b) If the municipality's annual budget is not approved by the start of the financial year, as from such later date when the municipality's annual budget, including a resolution levying rates, is approved by the provincial executive in terms of section 26 of the Municipal Finance Management Act.

11 PROMULGATION OF RESOLUTIONS LEVYING RATES

- 11.1 A rate is levied by a municipality by resolution passed by the municipal council with a supporting vote of a majority of its members
- 11.2 A resolution levying rates in a municipality will be annually promulgated within 60 (sixty), days from the date of the resolution, by publishing the same in the *Provincial Gazette* in accordance with section 14 of the Act, 2004 read with section 75A of the Local Government: Municipal Systems Act, 2000.
- 11.3 The resolution will:-
 - (a) Contain the date on which the resolution levying rates was passed
 - (b) Difference between categories of properties
 - (b) Reflect the cent amount in the Rand (**ZAR**) rate for each category of property
- 11.4 The Municipality shall without delay make public such resolution in accordance with paragraph 4.2 of this Policy which will apply *mutatis mutandis*.

SECTION C

12 EXEMPTIONS, REDUCTIONS AND REBATES

In order to qualify as specific categories of owners of properties, owner of property must meet the following criteria to be exempted, granted reduction or special rebates:-

- a) The owner of the property must be indigents.
- b) Owner of the property must dependent on pensions or social grants for his or her livelihood.
- c) Owner of the property must temporarily without income.
- d) Owner must own property situated within an area affected by:
 - (i) a disaster within the meaning of the Disaster Management Act, 2002 (Act No: 57 of 2002)
 - (ii) Any other serious adverse social or economic conditions
- e) Owner of residential property with market value lower than an amount determined by the municipality.
- f) Owners of properties must be disability Grantees and Medical boarded persons.

The following owners of rateable property may be granted further rebates on rates as Stipulated hereunder:-

12.1 Indigent households

Indigent owners of the properties, as determined by Social development division, will be granted 100% (hundred percent) rebate on the rates payable on their properties.

12.2 Pensioners, Disability grantees and/or Medical boarded persons

12.2.1 Pensioners

Pensioners may receive a rebate as determined by the Council, subject to the conditions provided for in this Policy.

In order to qualify for rebate the applicant(s) must be:-

- a) a registered owner(s) of the property;
- b) 60 (sixty) years or more of age upon application;
- c) with reference to the property concerned, consisting of only one dwelling and no part thereof may be sub-let or occupied save by those of the applicant's spouse, if any, and dependants without income;
- d) submitting proof of his/her age and a valid identity document;
- e) submitting proof of monthly income from all sources (including the income of the spouse of the owner) and collectively should not exceed an amount of R 13,750.00 (twelve thousand five hundred) per month as determined by Council (i.e. not exceeding R 165,000.00 (one hundred and fifty) per annum);
- f) paid in full in respect of its' / their account, alternatively an arrangement to pay the debt should be operative;

- g) the owners of the object which is categorised as “**residential**”; and
- h) not receiving an indigent assessment rate rebate.

12.2.2 Disability grantees and/or Medical boarded persons;

Disability grantees and/or Medical boarded persons may receive a rebate as determined by the Council, subject to the following conditions:-

- a) be registered owners of the property;
- b) provide medical proof of disability and/or certification by a Medical Officer of Health;
- c) the property concerned must consist of one dwelling and no part thereof is sub-let, be occupied only by the applicant and his/her spouse, if any, and dependants without income;
- d) must submit proof of his/her age and a valid identity document;
- e) must submit proof of monthly income from all sources (including the income of the spouse of the owner) and collectively should not exceed an amount of R 13,750.00 (twelve thousand five hundred), as determined by Council (not exceeding R 165,000.00 (hundred and fifty thousand), per annum);
- f) the applicant’s account must be paid in full, or if not, an arrangement to pay the debt should be in place; and
- g) the property must be categorised as “**residential**”; and
- h) not be in receipt of an indigent assessment rate rebate.

The rebates in terms of this paragraph will lapse:-

- (i) on the date following the date on which such benefitted person passed away;
- (ii) in case of alienation of the property, on the date on which the registration of transfer of the property was registered by the Registrar of Deeds into the name of the new owner;
- (iii) when applicant ceases to reside permanently on the property; or
- (iv) on 30 June of each year when such beneficiary must have submitted a new application for a rebate for the following financial year, such application to be submitted to the Municipality by no later than the end of October preceding such expiry.

The percentage rebates granted to different gross monthly household income levels will be determined according to the schedule below:

Minimum Gross Monthly Household income	Maximum Gross Monthly Household income	% Rebate (percentage)
0.00	7,700.00	60
7,701.00	8,800.00	50
8,801.00	9,900.00	40
9,901.00	11,000.00	30
11,001.00	12,100.00	20
12,101.00	13,750.00	10

12.3 Owners temporarily without income

Owners temporarily without income owning:-

- a) properties situated within an area affected by natural disaster and declared as such;
- b) properties that have been damaged by a natural disaster, as defined in terms of the Disaster Management Act, 2002 (Act No 27 of 2002), may be re-valued on application; or
- c) property which was damaged by causes other than that defined by the Disaster Management Act, 2002 and such damage renders the property uninhabitable, may be granted temporarily relief from payment to the municipality upon application, from the date of damage to the property;

SECTION D IMPERMISSIBLE RATES

13 CONSTITUTIONALLY IMPERMISSIBLE RATES

The municipality will levy rates on property in a manner which do not materially and unreasonably prejudice the matter listed in section 229(2)(a) of the Constitution, 1996 having regard to the following criteria:-

- a) need for promotion of economic growth;
- b) effective co-ordination of economic policy across the three spheres of government;
- c) consistency with macro-economic priorities of maintaining low and stable inflation rate;
- d) rates would to a greater extent be set commensurate with the extra costs of providing local government services so that ratepayers are not unnecessarily overburdened;
- e) rates should be set taking cognisance of other local government charges, levies and taxes to ensure overall efficiency in municipal service provision and the ability of ratepayers to fulfil all these municipal financial obligations;
- f) the need to increase competitiveness of exporting businesses located within the municipal area, to support small business development and to foster rapid job creation;
- g) the need to attract and promote both national and foreign capital investment, and
- h) consistency with broad developmental priorities.

14 OTHER IMPERMISSIBLE RATES

Municipality shall not levy a rate:-

- a) on the first 30% (thirty percent), of the market value of public service infrastructure;
- b) on protected Areas including those parts of special nature reserve, national park or nature reserve within the meaning of the National Environmental Management Protected Areas Act 2002 (Act No 57 of 2002) or of national botanical garden within the meaning of National Environment Management: Bio-diversity Act 2004, which are not developed or used for commercial, business, agricultural and residential; The exclusion from rates of such properties lapses if the declaration of that properties as a special nature reserve, National park or nature reserve or botanical garden or as part such reserve;
- c) on mineral rights or mining permit;
- d) on property belong to a land reform beneficiary or his or her heirs, dependants or spouse provided that this exclusion lapses:-
 - (i) 10 (ten) years from the date on which such beneficiary's title was registered in the office of the Registrar of Deeds or
 - (ii) Upon alienation of the property by the land reform beneficiary or his or her heirs, dependants or spouse
- e) On the first R15,000 (fifteen thousand) market value of residential assigned in the valuation roll or supplementary valuation of the municipality to a category determined by the municipality:
 - (i) for residential properties

- (ii) For properties used for multiple purposes, provided one or more components of the property are used for residential purposes
- f) On a property registered in the name of and used primarily as a place of public worship by a religious community, including an official residence registered in the name of that community which is occupied by the office bearer of that community who officiate at services at services at that place of worship
- g) In addition to the impermissible rate on the first R15,000.00 (fifteen thousand) of the market value of residential property above, a further R135,000.00 (hundred and thirty-five thousand) reduction on the market value of residential property is applicable

15 COMPULSORY PHASING – IN OF CERTAIN RATES

- a) A rate levied on property belonging to a land reform beneficiary will, after the exclusion period has elapsed, be phased in over a period of three financial years

The phasing- in discount on the property will

- (i) in the first year, be at least 75 percent of the rate for that year
- (ii) in the second year, be at least 50 percent of the rate for that year
- (iii) in the third year, be at least 25 percent of the rate for that year

**SECTION E
LIABILITY FOR RATES**

16 PROPERTY RATES PAYABLE BY OWNERS

- a) Rates levied by the Municipality on a property must be paid by the owner of the property.
- b) Joint owners are jointly and severally liable for the amount due for rate on that property.
- c) The Municipality will, in respect of agricultural property that is owned by more than one owner in undivided shares where the holding of such undivided shares was allowed before the commencement of the Subdivision of Agricultural Land Act, 1970 (Act No 70 of 1970), consider whether in the particular circumstance it would be more appropriate for the Municipality to:-
 - (i) hold any one of the joint owners liable for all rates levied in respect of the agricultural property concerned; or
 - (ii) hold any joint owner only liable for that portion of the rates levied on the property that represent that joint owner's undivided share in the agricultural property.
- d) Rates will be levied monthly.
- e) Where the rates levied on a particular property have been as a result of a supplementary valuation made in terms of Section 78(1) of the Act, 2004, these rates will be payable with effect from the dates as contemplated in section 78(4) of the Act, 2004.
- f) Collection of rates due will be done in terms of the City's Credit Control and Debt Collection Policy and By-laws as amended from time to time.

17 PAYMENT OF RATES OF PROPERTY IN A SECTIONAL SCHEME

- a) A rate levied by a municipality on a sectional title unit is payable by the owner of the unit or the holder of a right contemplated in section 25 or 27 of the Sectional Titles Act, 1986
- b) A municipality may not recover the rate on a sectional unit, or on a right contemplated in section 25 or 27 of the Sectional Titles Act, 1986 registered against the sectional title unit or any part of such rate, from the body corporate controlling a sectional title scheme, except when the body corporate is the owner of any specific sectional unit or the holder of such right
- c) A body corporate controlling a sectional title scheme may not apportion and collect rates from the owners of the sectional title units in the scheme

18 METHOD AND TIME OF PAYMENT

A municipality may recover a rate

- a) On monthly basis
- b) Payment of rate may be deferred but only if the rates levied to account is disputed

19 ACCOUNTS TO BE FURNISHED

- a) A municipality will furnish each person liable for the payment of a rate with a written account specifying:
 - (i) The amount due for rates payable;
 - (ii) The date on or before which the amount is payable;
 - (iii) How the amount was calculated;
 - (iv) The market value of the property;
 - (v) If the property is subject to any compulsory phase-in discount in terms of section 21. The amount of the discount
- b) A person liable for a rate must furnish the municipality with an address where correspondence can be directed to
- c) A person is liable for payment of a rate whether or not that person has received a written account, if a person has not received a written account, that person must make the necessary inquiries from the municipality

20 RECOVERY OF RATES IN ARREARS FROM TENANTS AND OCCUPIERS

- a) Where an amount due for rates levied in respect of a property remains unpaid by the owner of the property after the final date of payment, the Municipality may recover such amount in whole or in part from a tenant or occupier of the property, despite any contractual obligation to the contrary on the tenant or occupier; provided that the Municipality will recover an amount only after the municipality has served a written notice on the tenant or occupier; provided that it shall for all intent and purpose be deemed that the monthly rental will not be less than the amount of the monthly current account reflected on the data base of the Municipality's accounting system.
- b) The amount which the Municipality may, subject to paragraph (a) above, recover from the tenant or occupier of a property will be limited to the amount of the rent or other money due and payable, but not yet paid, by the tenant or occupier to the owner of the property
- c) Any amount the municipality recovers from the tenant or occupier of the property may be set off by the tenant or occupier against any money owed by the tenant or occupier to the owner
- d) The tenant or occupier of a property must, on request by a municipality, furnish the municipality with a written statement specifying all payments to be made by the tenant or occupier to the owner of the property for rent or other money payable on the property during a period determined by the municipality

21 RECOVERY OF RATES FROM AGENTS

- a) The Municipality will, despite the Estate Agents Act, 1976 (Act No 112 of 1976), as amended, recover the amount due for rates on a property in whole or in part from the agent of the owner, if this is more convenient for the municipality
- b) A municipality will recover the amount due for rates from the agent of the owner only after it has served a written notice on the agent

- c) The amount a municipality will recover from the agent will be limited to the amount of any rent or other money received by the agent on behalf of the owner, less any due agent commission to the agent
- d) The agent must, on request by a municipality, furnish the municipality with a written statement specifying all payments for rent on the property and any other money received by the agent on behalf of the owner during a period determined by the determined.

SECTION F: MORE INFORMATION

22 MUNICIPAL REGISTER OF PROPERTIES

- a) The Municipality will draw up and maintain a register in respect of properties situated within its area of jurisdiction, consisting of a Part A and a Part B.
- b) Part A of the register consists of the current valuation roll of the municipality including any supplementary valuation rolls of the municipality prepared in terms of section 78 of the Act, 2004.
- c) Part B of the register will specify which properties on the valuation roll or any supplementary valuation rolls are subject to:-
 - (i) an exemption from the rate in terms of section 15 of the Act, 2004;
 - (ii) a rebate on or a reduction in the rate in terms of section 15 of the Act, 2004;
 - (iii) a phasing –in of the rate in terms of section 21 of the Act, 2004; and
 - (iv) an exclusion referred to in section 17(1) (a) (e) (g) (h) and (l) of the Act, 2004.
- d) The register will be open for inspection by the public during office hours and will also be placed on official website in accordance with paragraph 4.2 which will apply *mutatis mutandis*.

23 INSPECTIONS OF AND OBJECTIONS TO THE VALUATION ROLL

- a) Once the Council has given notice that the valuation roll is open for public inspection, any person may, within the period as stated in the notice:
 - (i) Inspect the roll during office hours
 - (ii) On payment of a reasonable fee, request the municipality during office hours to make extract from the roll
 - (iii) Lodge an objection with the Municipal Manager against any matter reflected in, or omitted from the roll.
- b) An objection must be in relation to a specific individual property and not against the valuation roll as such.
- c) A municipal manager will, within 14 days after the end of the period stated in the notice, submit all objections to municipal valuer, who must promptly decide and dispose of the objections
- d) The lodging of an objection does not defer liability for payment of rates beyond the date determined for payment.

24 DATE OF IMPLEMENTATION

This rates policy takes effect from 1 July 2020 and will be reviewed annually during the budgetary process of the Municipality.

25 DISCLAIMER

Subject to section 102 of the Local Government: Municipal Systems Act, 2000 a rate may be challenged on the basis of non-compliance with the rates policy and must be paid in accordance with the required payment provisions.

Where a ratepayer believes that the Municipality has failed to properly apply the provisions of the Rates Policy, he/she/it submit a dispute in terms of sections 102 and 95(f) of the said Municipal Systems Act, 2000 in the manner and format determined by the Chief Financial Officer.

26 DELEGATION OF POWER

Safe as otherwise provided for in this Property Rates Policy, the Chief Financial Officer shall be empowered to apply and administer all powers pursuant thereto.

SECTION G
ADDENDUM

27 MISCELLANEOUS-

1. It is the responsibility of the owner to make sure that they peruse the valuation roll.
2. The valuation roll will be continuously amended through the supplementary valuation
3. Beneficiary of property as per human settlement will be regarded as owner of the properties and liable for payment of rate
4. A person in possession of a long term lease will be regarded as owner of the property and liable for payment of rate
5. The indigent registration process will be followed to register the owner of the property as indigent in order to be considered for special rebates.
6. Organisations registered as Public Benefit Organisations need to submit their PBO tax exemption certificates as received from SOUTH AFRICAN REVENUE SERVICES annually.

City of Tshwane Rate Ratio 2020/2021

Category	Ratio
Residential properties	1:1
Business and commercial properties	1:2,5
Educational Institutions	1:2,5
Eco-tourism and Game Farm	1:2,5
Industrial properties	1:2,5
Mining properties	1:2,5
Township Development	1:2,5
Municipal properties	
State-owned properties	1:2,5
Agricultural properties	1:0,25
Non-permitted use	1:7,5
Vacant land	1:3,622
Public Benefit Organisation	1:0,25

CITY OF TSHWANE
PROPERTY RATES BY-LAWS

To provide for By-laws to give effect to the rates policy of the municipality in terms of section 6 of the Local Government: Municipal Property Rates Amended Act, 2014 (Act 29 of 2014), and to provide for any matters incidental thereto.

PREAMBLE

WHEREAS the Constitution of the Republic of South Africa, 1996, entitles municipalities to impose rates on property in their areas, subject to regulation in terms of national legislation;

AND WHEREAS the Constitution enjoins local government to be developmental in nature, in addressing the service delivery priorities of our country and promoting the economic and financial viability of our municipalities;

AND WHEREAS there is a need to provide local government with access to a sufficient and buoyant source of revenue necessary to fulfil its developmental responsibilities;

AND WHEREAS income derived from property rates is a critical source of revenue for municipalities to achieve their constitutional objectives, especially in areas that have been neglected in the past due to racially discriminatory laws;

AND WHEREAS it is essential that municipalities exercise their power to impose rates within a statutory framework that not only enhances certainty, uniformity and simplicity across the nation, but also takes into account historical imbalances and the rates burden on the poor;

AND WHEREAS the Constitution and other legislation confers on the Municipality the power to regulate the exercise by municipalities of their fiscal powers; and

AND WHEREAS the Local Government: Municipal Property Rates Act, 2004 (Act No. 6 of 2004) came into effect on 2 July 2005.

BE IT THEREFORE ENACTED by the City of Tshwane Metropolitan Municipality, as follows:

CHAPTER 1

Definitions

In these by-laws, any word or expression to which a meaning has been assigned in the Local Government: Municipal Property Rates Amendment Act, 2014, bears that meaning, and unless the context indicates otherwise –

1. "Act" means the Local Government: Municipal Property Amendment Rates Act, 2014 (Act No. 29 of 2014) and "MPRAA, 2014" shall have the same meaning;
 - (a) "Agricultural property": means a property that is used primarily for agricultural purposes but excludes any portion thereof that is used commercially for the hospitality of guests, and excludes the use of property for purpose of ecotourism or for the trading in or hunting of game;
2. "business/commercial" means a property used for the activity of buying, selling or trade in commodities or services and includes any office or other accommodation on the same erf, the use of which is incidental to such business, with the exclusion of the business of agricultural, farming or inter alia, any other business consisting of the cultivation of soils, the gathering in of crop or the rearing of livestock or consisting of the propagation and harvesting of fish or other aquatic organisms and shall include (properties of a township developer registered in a township title)commercial property as the case may be;
3. "Chief Financial Officer" means the Chief Financial Officer of the Municipality
4. "Constitution of the Republic of South Africa" means the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996);
5. "Municipality" means the City of Tshwane Metropolitan Municipality established by General Notice 6770 in Provincial Gazette Extraordinary 141 of 1 October 2000 in terms of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), and subsequent proclamations and amendments thereof and the acronym; "CoT" shall have the same meaning;

6. "council" means the Council of the Municipality ;
7. "category"
 - (a) In relating to property means a category of properties determined in terms of section 8
 - (b) In relation to owners of properties , means a category of owners determined in section 15(2)
8. "Educational institutions" as a property category for the levying of different rates, means properties registered as such as per applicable legislation, and this includes Private or Public primary and secondary schools, Universities, Colleges and Crèche's (regardless of whether subsidized or not), that are not registered for TAX exemption in terms of the Income Tax Act;
9. "special rebate" means an additional grant awarded to persons who are in receipt of an old age grant, disability grant or war veteran's grant, and are unable to care for themselves;
10. "government property" or "state-owned property" means property owned and exclusively used by an organ of state, excluding farm properties used for residential or agricultural purposes or not in use and properties owned by parastatals or public entities;
11. "permitted use" in relation to property means limited purposes for which the property may be used in terms of
 - (a) any restrictions imposed by-
 - (i) a condition of title
 - (ii) a provision of a town planning or land use scheme
 - (iii) any legislation applicable to any specific property or properties
 - (b) any alleviation of any such restrictions;
12. "improvement" means any building or structure on or under a property excluding-
 - (i) A structure constructed solely for the purpose of rendering the property suitable for the erection of any immovable structure thereon; and
 - (ii) Buildings, structures and equipment or machinery referred to in Section 46(3) of the Act;
13. "Income Tax Act, 1962" means the Income Tax Act, 1962 (Act No 58 of 1962);
14. "indigent" means any household that is legally resident in the Country and reside in the City of Tshwane's jurisdictional area, who due to a number of economic and social factors are unable to pay Municipal rates and basic services as per the City of Tshwane Indigent Policy;
15. "Industrial" means a branch of trade or manufacturing, production, assembling or processing of finished or practically finished products from raw materials or fabricated parts, on so large scale that capital and labour are significantly involved. This includes factories and any office or other accommodation on the same property, the use of which is incidental to the use of such factory;
16. "land reform beneficiary" in relation to a property, means a person who
 - (a) acquired the property through
 - (i) the Provision of Land and Assistance Act, 1993, or
 - (ii) the Restitution of Land Rights Act, 1994, or
 - (b) holds the property subject to the Communal Property Association Act, 1996;
 - (c) holds or acquires the property in terms of such other land tenure reform legislation as may pursuant to section 25(6) and (7) of the Constitution be enacted after this Act has taken effect.
17. "land tenure right" means land tenure as defined in section 1 of upgrading of Land Tenure Rights Act 1991 (Act 112 of 1991);
18. "mining" means any operation or activity for the purpose of extracting any mineral on, in or under the earth, water or any mineral residue deposit, whether by underground or open working or otherwise and includes any operation or activity incidental thereto;
19. "MPRAA" means the Local Government: Municipal Property Rates Amendment Act, 2014 (Act No. 29 of 2014);
20. "market value" in relation to a property, in relation to a property means the value of the property determined in accordance with section 46;
21. "multiple purpose" in relation to a property means the use of a property for more than one purpose subject section 9 ;
22. "municipal property" means any property owned by the Municipality;

23. "occupier" means a person in actual occupation of a property, whether or not that person has a right to occupy the property;
24. "pensioner" for purposes of the rates policy and eligibility for old age rebate, pensioner means any owner of rateable property who has reached the age of 60 years or more who receives a pension as main income during the Municipality's financial year;
25. "non- permitted use" as property category for the levying of different means any use of property that is inconsistent with or in contravention with the permitted use of that property in which event, and without condoning the non-permitted use thereof, the property shall be valued as if it were used for such non-permitted purpose only.
26. "Person" includes organ of state, a natural and a juristic entity as the case may be;
27. "Disability grantees and/or Medical boarded persons" means a person who, owing to physical or mental disability, is unfit to obtain by virtue of any service, employment or profession the means needed to enable him or her to provide for his or her maintenance. (Social Assistance Act, No. 6 of 2004);
28. "property" means –
 - (a) immovable property registered in the name of a person, including, in the case of sectional title scheme, a sectional title unit registered in the name of a person;
 - (b) a right registered against immovable property in the name of a person, excluding a mortgage bond registered against the property;
 - (c) a land tenure right registered in the name of a person or granted to a person in terms of legislation; or
 - (d) public service infrastructure;
29. "owner" -
 - (i) in relation to a property referred to in paragraph (a) of the definition of "property" means a person in whose name ownership of the property is registered;
 - (ii) in relation to a right referred to in paragraph (b) of the definition of "property" means a person in whose name the right is registered;
 - (iii) in relation to a land tenure right referred to in paragraph (c) of the definition of "property" means a person in whose name the right is registered or to whom it was granted in terms of legislation; or
 - (iv) in relation to public service infrastructure referred to in paragraph (d) of the definition of "property" means the organ of state which owns or controls that public service infrastructure as envisaged in the definition of "publicly controlled";
 - (v) In relation to a time sharing interest contemplated in the Property Time –sharing Control Act, 1983 (Act No.75 of 1983) , means the management association contemplated in the regulations made in terms of section 12 of the Property Time –sharing Control Act ,1983, and published in government Notice R 327 of 24 February 1984.
 - (vi) In relation to a share block company m the share block company as defined in the Share Block Control Act, 1980 Act No. 59 of 1980)
 - (vii) In relation to buildings , other immovable structures and infrastructure referred to in section 17(1)(f) , means the holder of the mining right or the mining permit
30. "public service" purposes in relation to the use of a property , means property owned and used by an organ of state as-
 - (a) Hospital and clinics
 - (b) Schools, pre-schools, early childhood development centres of further education and training colleges
 - (c) National and provincial libraries and archives
 - (d) Police stations
 - (e) Correctional facilities
 - (f) Courts of law

But excludes property contemplated in the definition of "Public service infrastructure"
31. "protected area" means an area that is or has to be listed in the register referred to in section 10 of the National Environmental Management: Protected Areas Act, 2003;

32. "public benefit organisation property" as a property category for the levying of different rates in accordance with the regulations on the rate- ratio between residential and non-residential properties, means property owned by public benefit organisations and used for any specified public benefit activity listed in item 1 (welfare and humanitarian), item 2 (health care), and item 4 (education and development) of part 1 of the Ninth Schedule to the Income Tax Act, 1962, and must be registered and in possession of a Tax exemption certificate by SARS in terms of the Income Tax Act,1962, because of activities;
33. "public service infrastructure" means publicly controlled infrastructure as defined by the MPRAA;
34. "public worship" means property registered in the name of and used primarily as a place of public worship by a religious community, including an official residence registered in the name of that community which is occupied by an office-bearer of that community who officiated at services at that place of worship. Property used primarily as an office of a religious community or property used as parking facilities, camping sites not operated for gain and cemeteries for that religious community
35. "rate" means the cent in the Rand on the market value of a rateable property that may be levied on the ratepayer as may be determined by the Council from time to time during the Municipality's budget process;
36. "rateable property" means property on which a municipality may in terms of section 2 levy a rate excluding property fully excluded from the levying of rates in terms of Section 17 of the MPRAA;
37. "rate ratio" means a prescribed ratio to the rate as referred to in section 19(1)(b) of the MPRAA;
38. "rebate" in relation to a rate payable on a property, means a discount granted in terms of Section 15 of the MPRAA, on the amount of the rate payable on the property;
39. "reduction" in relation to a rate payable on a property, means the lowering in terms of Section 15 of the MPRAA, of the amount for which the property was valued and the rating of the property at that lower amount;
40. **"Residential' property" means a property included in a valuation roll in terms of section 48(2) (b) in respect of which the primary use or permitted use is for residential purposes.;**
41. "section title unit" means a section of a building together with its undivided share in the common property apportioned in accordance with the participation quota of the section;
42. "state trust land" means land owned by the state –
 - (i) in trust for persons communally inhabiting the land in terms of a traditional system of land tenure;
 - (ii) over which land tenure rights were registered or granted; or
 - (iii) which is earmarked for disposal in terms of the Restitution Land Rights Act, 1994 (Act No. 22 of 1994);
43. "vacant land" as a property for the levying of different rates, means any land, other than farm property and/or smallholding, where no immovable improvements have been erected, where immovable improvements according to the City's Town Planning Scheme, Land Use Rights and By-Laws, is interpreted as permanent structures on a property, that have been erected in accordance with approved plans and the issuance of a Certificate of Occupancy in terms of the City's Building Regulations".
44. "Newly rateable property" means any rateable property on which property rates were not levied before the end of the financial year preceding the date on which the MPRA took effect, excluding:-
 - (a) a property which was incorrectly omitted from a valuation roll and for that reason was not rated before that date, and
 - (b) a property identified by the Minister by the notice in the Gazette where the phasing in of a rate is not justified; or
 - (c) Property that is the result of sub-division or consolidation of land or new township establishment.
45. "Property register" means a register of properties referred to in section 23 of MPRAA

CHAPTER 2

Categories

1. Contents of the Rates Policy

The municipality must in terms of section 3(3) of the Act, determine or provide criteria for the determination of categories of properties for the purpose of levying different rates and categories of owners of properties, or categories of properties, for the purpose of granting exemptions, rebates and reductions.

Categories of rateable property may be determined according to the

- (a) actual use of the property, ,
- (b) the permitted use
- (c) Combination of (a) and (b) ,

A municipal council may annually review, and if necessary, amend its rates policy, and any amendments to a rates policy must accompany the municipality's annual budget when it is tabled in the council in terms of section 16(2) of the Municipal Finance Management Act.

2. Categories of properties:

- a) Residential properties
- b) Business and commercial properties
- c) Educational Institutions
- d) Eco-tourism and Game Farm
- e) Industrial properties
- f) Mining properties
- g) Municipal properties
- h) State-owned properties
- i) Agricultural Properties
- j) Non-permitted use
- k) Vacant land
- l) Public benefit organisation properties
- m) Township Development

3. Exemption of owners of properties:

A municipality may in terms of the criteria as set out in its rates policy:-

- (a) exempt a specific category of owners of properties, or the owners of a specific category of properties, from payment of a rate levied on their property; or
- (b) grant to a specific category of owners of properties, or the owners of a specific category of properties, a rebate on or a reduction in the rates payable in respect of their properties.

4. Categories of owners of properties:

The City of Tshwane has determined in its rates policy, the following categories of owners of property that are legible for exemptions, granted reduction or special rebates:

- (a) Indigents;
- (b) Pensioners, Disability grantees and/or Medical boarded persons;
- (c) Owners temporarily without income;
- (d) Owners of residential properties;
- (e) Owners of properties in areas affected by disaster or serious adverse social or economic conditions

CHAPTER 3

Liability for Rates

- (a) The levying of rates on property will be effected in terms of the Municipality's Rates Policy as amended from time to time.
- (b) The Municipality will, as part of each annual operating budget process, determine a rate in the rand to be levied on the market value of the property in every category of properties.
- (c) Rates will be recovered monthly.
- (d) If an amount due for rates on a property is unpaid by the owner of the property, the municipality may recover the amount from the tenant, occupier of the property or the agent of the owner
- (e) Where the rates levied on a property are based on a supplementary valuation made in terms of section 78(1) of the Municipal Property Rates Act, 2004, such rate will be payable from the date contemplated in section 78(4) of the Municipal Property Rates Act, 2004.
- (f) Recovery of rates due will be in accordance with the Municipality's Credit Control and Debt Collection policy read together with the Credit Control and Debt Collection by-laws.

CHAPTER 4

General valuation

- (a) The municipality will undertake a general valuation of all rateable properties in its area of jurisdiction and a valuation roll be compiled with validity as prescribed by the Act;
- (b) The municipality will undertake supplementary valuations on an ongoing basis and prepare a supplementary valuation roll once during each financial year;
- (c) The municipality will in accordance with section 79 of the MPRAA, make amendments regularly to the particulars on the valuation roll. Only the electronic copy of the valuation roll is updated to incorporate such amendments, except those changes to the roll in circumstances where section 78 applies, which may only be effected through a supplementary valuation in accordance with that section.

CHAPTER 5

Short Title and repeal of previous by-law

- (a) These By-Laws will be known as the City of Tshwane: Property Rates Policy By-Laws;
- (b) The City of Tshwane: Property Rates By-laws promulgated under Local Authority Notice No. 1494 on 25 June 2008 is hereby repealed and substituted by these By-laws.



COST CONTAINMENT POLICY

2020/21 MTREF

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1. PREAMBLE

To ensure sound and sustainable management of the financial affairs of municipalities and other institutions in the local sphere of government; to establish treasury norms and standards for the local sphere of government; and to provide for matters connected therewith, within the prescripts of legislation applicable to local government.

WHEREAS Section 56 of the Municipal Structures Act, 1998 (Act 117 of 1998) (MSA) prescribes the functions and powers of the Executive Mayor and his delegation of responsibilities to the Accounting Officer together with the Chief Financial Officer, senior managers and other officials.

WHEREAS Local Government: MFMA: Municipal Cost Containment Regulations prescribes measures to be made in terms of Section 168 (1) of the MFMA.

Now, THEREFORE, the Council of the City of Tshwane and all its entities adopt the Cost Containment Policy as set out in this document.

2. PREFACE

Council policies are action plans that describe how a municipality is going to achieve its vision.

The formulation of a cost containment policy is essential to enable the City of Tshwane to attain its strategic objectives and to comply with the Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA). It is envisaged that this policy may be amended from time to time, depending on legislative and/or institutional changes.

The Cost Containment Policy is prepared on guidelines, received from National Treasury (NT) pertaining to local government.

The objective of the policy is to honour the objective of the MFMA, which is to ensure sound and sustainable management of the fiscal and financial affairs of municipalities and municipal entities by establishing norms and standards and other requirements for:

- Ensuring transparency, accountability and appropriate lines of responsibility in the fiscal and financial affairs of municipalities and municipal entities.
- The management of their revenues, expenditure, assets and liabilities and the handling of their financial dealings.
- Budgetary and financial planning processes and the co-ordination of those processes with the processes of organs of state in other spheres of government.
- Borrowing.
- The handling of financial problems in municipalities.
- Supply chain management.
- Other financial matters.

Cost Containment Measures principles and current internal controls:

- Funds Management was implemented in order to prevent overspending on budget line items.
- Fund transfers in terms of the Budget Policy have been made easier to assist with prioritizing and spending against correct General Ledgers.
- Tradeoffs amongst competing spending priorities within the affordability budget.
- Define and align the level of service to realistic revenue.
- Continuous evaluation for efficiencies and effectiveness of operations/services.
- Alternative options to deliver the services.
- Reprioritizing the existing allocation to focus on basic services delivery and executive priorities.

- Operational efficiencies:
 - Maximising outputs using given inputs
 - Staff Optimization.
 - Up-skilling the workforce to meet demands / needs.
 - Trimming administrative costs.
 - Procuring efficiently, effectively and economically
 - Contract management.
 - Providing communities with infrastructure and services that meet expectations and represent best value.
 - Drive the cost down.
 - Review programmes for their effectiveness
 - Stop certain activities to get better outcomes.
 - Strategic choices that drive lower costs and better outcomes.
 - Benchmarking
 - New approaches to service delivery.
 - New opportunities for innovation.

It is essential that all officials should apply prudent financial management principles within their area of functionality in order to collectively ensure that the city achieves its cost containment goals, thereby ensuring financial sustainability over the medium- to long-term.

The policy must be read in conjunction with the relevant legislation and regulations.

3. DEFINITIONS

“Expenditure” means the spending of money/funds on operating and capital investments.

“Financial Management” is a series of processes including budgeting; safeguarding revenue, capital and assets; monitoring performance; and financial reporting.

“Official” Any of the following:

- An employee of a municipality.
- Councillors.
- A person contracted by the municipality to work as a member of staff otherwise than as an employee.
- A person seconded to a municipality to work as a member of staff.

“Virement” is a process whereby the unused budget allocation of a specific line item of expenditure is used to finance another line item of expenditure which has an insufficient budget allocation.

“Act” means the Local Government: Municipal Finance Management Act, 2003 (Act No.56 of 2003).

“Consultant” means a professional person, individual, partnership, corporation, or a company appointed to provide technical and specialist advice or to assist with a design and implementation of projects or to assist a municipality or municipal entity perform its functions to achieve the objects of local government in terms of section 152 of the Constitution.

“Cost containment” means measures implemented to curtail spending in terms of the Local Government: MFMA – Municipal Cost Containment Regulations.

“Credit card” means a card issued by a financial services provider, which creates a revolving account and grants a line of credit to the cardholder.

4. INTRODUCTION

Over the past few years, the City has embarked on strategies including the adoption of the Financial Sustainability Plan by Council, which aims to identify alternative sources of revenue, improve operational efficiencies, restructure the asset portfolio and explore alternative funding models. Part thereof was the reviewing of the current spending levels within prudent financial limits, therefore necessitating rebasing of baseline allocations exercises. Cost containment measures were devised to eliminate wastage, reprioritize spending and ensure value for money.

The rebasing of baseline allocations and cost containment exercises did not yield the desired results, mainly because departments continued to spend as normal outside the budget parameters. It led to overspending, which constitutes unauthorised expenditure and impacted negatively on the City's cash position.

This policy is implemented to eliminate waste, reprioritize spending and ensure savings on six focus areas namely:

- consultancy fees;
- no credit cards;
- travel and related costs;
- advertising;
- catering; and
- event costs as well as costs for accommodation.

Municipalities were subsequently strongly urged to take note of the cost containment measures as approved by Cabinet and align their budgeting policies to these guidelines to the maximum extent possible.

Although it's acknowledged that local government is autonomous in its strategy formulation (IDP) and setting of budget appropriations, it remains a sphere of government and must therefore align itself to the maximum extent possible to the policies of national and provincial government. In this regard in terms of section 62(1) of the MFMA the accounting officer of the municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure:

- That the resources of the municipality are used effectively, efficiently and economically;
- That full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards;
- That the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control; and of internal audit operating in accordance with any prescribed norms and standards; and
- That unauthorised, irregular or fruitless and wasteful expenditure and other losses are prevented.

It's within the spirit of cooperative governance and intergovernmental relations that all accounting officers take note of the cost containment measures and adopt similar measures as part of their municipal budgeting processes. In this regard, previous MFMA Circulars provide guidance as to what is considered as non-priority spending. A Guideline on Cost Containment Measures was issued by National Treasury in August 2014 (National Treasury Instruction 01 of 2013/2014).

In the 2016 State of the Nation Address, cost containment measures were re-emphasised. It was highlighted that excessive and wasteful expenditure has to be reduced, and that increased action be taken to manage unnecessary expenditure. The following measures were among those announced:

- Curtailment of overseas trips;
- The submission of strong motivation to MM's, Mayors and, where necessary, oversight mechanisms at local, provincial and national spheres of Government by those requesting permission to travel either locally or abroad: i.e. their detailed report including research which argues the necessity of the trip and the benefit the country will achieve in undertaking the journey; and
- The institutionalization of further restrictions on conferences, catering, entertainment and social functions.

In reinforcing the above, the Minister of Finance also announced further cost containment measures in his budget speech on 24 February 2016, and urged Mayors of municipalities to exercise and oversee the elimination of wasteful expenditure in government. SALGA supported the call for cost containment measures to be implemented in municipalities as per the Budget Forum engagements and commitments.

In March 2016, National Treasury issued MFMA Circular No. 82, containing updated cost containment measures and a reminder of section 171(1) of the MFMA, whereas the accounting officer of a municipality conducts an act of financial misconduct, if that accounting officer deliberately or negligently contravenes a provision of the Act or fails to comply with a duty imposed by the Act on the accounting officer of the municipality. Detailed Cost Containment Measures were included in Annexure A of the National Treasury MFMA Circular No. 82, of March 2016.

On 7 June 2019, Local Government: Municipal Finance Management Act, 2003 - Municipal Cost Containment Regulations, 2019 in terms of section 168(1) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) was Gazetted per Government Gazette No. 42514.

5. PURPOSE

The purpose of the cost containment policy is to regulate spending and empower the respective heads of departments to manage their operational budgets within the stipulation of the MFMA and cost containment regulations thereby creating an environment of accountability of how municipal resources are utilized.

6. OBJECTIVES OF THE POLICY

The objectives of this policy are to ensure that municipal resources are used in an effective, efficient and economical manner.

7. RELATIONSHIP WITH OTHER POLICIES

This policy needs to be read in conjunction with other relevant adopted policies of the municipality, including the following:

- Funding, Borrowing and Reserves Policy;
- Cash Management and Investment Policy;
- Budget Implementation and Monitoring Policy;
- Supply Chain Management Policy;
- Travel and Subsistence Policy; and
- Other applicable CoT policies and Circulars.

8. LEGAL ENVIRONMENT

8.1 Legislation and Policy Strategy

The City of Tshwane is committed to complying with applicable legislation as it pertains to budgeting and financial management and the following legislation are relevant:

- The Municipal Finance Management Act (Act 56 of 2003).
- The Municipal Systems Act (Act 32 of 2000).
- The Municipal Structures Act (Act 117 of 1998).

8.2 National Treasury Circulars

Cognisance must be taken of all National Treasury Circulars that may have an impact on the cost containment regulations and amendments for Local Government.

9. DETAILED COST CONTAINMENT MEASURES

9.1 Subsistence and Travelling

9.1.1 A travel desk has been established to make arrangements based on departmental requirements within the relevant allocations. Departments must make use of the travel desk for all travelling arrangements and not use other agencies.

9.1.2 Funding for travelling of officials was centralised at the Office of the City Manager, specifically to manage/control spending levels in this regard. Travelling for the Executive Mayor, Speaker, Chief Whip and Councilors was centralized at the Office of the Executive Mayor.

9.1.3 All departments with travelling requirements must submit a report for approval by the Accounting Officer with a detailed motivation regarding the benefits that will be derived by the city.

In order to comply with the regulations a municipality must adhere to the following measures:

9.1.5 An Accounting Officer-

a) May approve the purchase of economy class tickets for all officials or political office bearers where the flying time for the flights is five hours or less; and

b) May only approve the purchase of business class tickets for officials, political office bearers and persons reporting directly to the accounting officer for flights exceeding five hours.

9.1.6 In the case of an accounting officer, the mayor may approve the purchase of economy class tickets where the flying time is five hours or less and business class tickets for flights exceeding five hours.

9.1.7 Notwithstanding sub-regulation (a) and (b), an accounting officer, or the mayor in the case of an accounting officer, may approve the purchase of business class tickets for an official or a political office bearer with a disability or a medically certified condition.

9.1.8 International travel will be limited to meetings or events that are considered critical and the number of officials or political office bearers attending such meetings or events will be limited to those directly involved in the subject matter.

9.1.9 An accounting officer, or the mayor in the case of the accounting officer, may approve accommodation costs that exceed an amount as determined from time to time by the National Treasury through a notice only-

a) During peak holiday periods; or

- b) When major local or international events are hosted in a particular geographical area that results in an abnormal increase in the number of local and/or international guest in that particular area.

9.1.10 An official or a political office bearer of a municipality or municipal entity must-

- a) Utilise the municipal fleet, where viable, before incurring costs to hire vehicles; and
- b) Make use of available public transport or shuttle service if the cost of such a service is lower than-
 - i. The cost of hiring a vehicle;
 - ii. The cost of kilometres claimable by the official or political office bearer; and
 - iii. The cost of parking.
- c) Not hire vehicles from a category higher than Group B or an equivalent class; and
- d) Where a different class of vehicle is required for a particular terrain or to cater for the special needs of an official, seek the written approval of the accounting officer before hiring the vehicle.

9.1.11 A municipality or municipal entity must utilize the negotiated rates for flights and accommodation as communicated from time to time by the National Treasury through a notice or any other available cheaper flights and accommodation.

9.2 Domestic Accommodation

9.2.1 An accounting officer must ensure that costs incurred for domestic accommodation and meals are in accordance with the maximum allowable rates for domestic accommodation and meals as communicated from time to time by the National Treasury through a notice.

9.2.2 Overnight accommodation may only be booked where the return trip exceeds 500 kilometres.

9.3 Catering and Events

Events management has been centralised at the Communication, Marketing and Events Department to ensure proper management of limited funding and eliminate duplication. No events should be allowed, unless they are included and approved as part of the IDP and Budget.

In order to comply with the regulations a municipality must adhere to the following measures:

9.3.1 A municipality or municipal entity may not incur catering expenses for meetings, where only municipal or municipal entity officials are in attendance for which a meeting lasts for less than five hours, unless the written approval of the accounting officer is obtained.

9.3.2 An accounting officer may incur catering expenses for the hosting of meetings, conferences, workshops, courses, forums, recruitment interviews, and proceedings of council that exceed five hours.

9.3.3 A municipality or municipal entity may not incur expenses on alcoholic beverages.

9.4 Consultant Fees

9.4.1 Consultant fees must be scaled down to the bare necessities and in-house expertise must be fully utilised. The municipality and municipal entities must only make use of consultants after careful assessment and ascertaining that the municipality does not have requisite skills or resources in its full time employ to perform the function in-house.

9.4.2 An accounting officer must adopt a fair and reasonable remuneration framework for consultants taking into account the rates –

- a) determined in the “Guideline on fees for audits undertaken on behalf of the Auditor General of South Africa”, issued by the South African institute of Chartered Accountants;
- b) set out in the “Guide on Hourly Fee Rates for Consultants”, issued by the Department of Public Service and Administration; and
- c) as prescribed by the body regulating the profession of the consultant.
- d) The tender documentation for the appointment of consultants must include a clause that the remuneration rates will be subject to negotiation, not exceeding the applicable rates.

9.4.4 When consultants are appointed, the Accounting Officer must-

- a) ensure that a Service Level Agreement and specification (TOR) is in place;
- b) appoint consultants on a time and cost basis with specific start and end dates;
- c) where practical, appoint consultants on an output-specified basis, subject to a clear specification of deliverables and associated remuneration;
- d) ensure contracts with consultants include overall cost ceilings by specifying whether the contract price is inclusive or exclusive of travel and subsistence;
- e) ensure the transfer of skills by consultants to the relevant officials or a municipality or municipal entity; and
- f) ensure the appointment of consultants is in accordance with the Municipal Supply Chain Management Regulations and the municipality’s Supply Chain Management policy.

9.4.5 All contracts with consultants must include a fee retention or penalty clause for poor performance.

9.4.6 The SLA and specification must be used to monitor the performance of the consultant.

9.4.7 The travel and subsistence costs charged by consultants must in accordance with the national travel policy issued by the National Department of Transport, as updated from time to time.

9.5 Use of Municipal venues

- 9.5.1 Municipal venues must be utilised instead of hiring external venues for meetings and functions.
- 9.5.2 Strategic planning sessions that entail the use of municipal funds must, as far as practically possible, be held in-house.
- 9.5.3 In cases where there is no suitable venue the alternative must be within the municipal jurisdiction and approved by the Accounting Officer.

9.6 Communication

- 9.6.1 Departments must, as far as possible, advertise municipal related events on the municipal website instead of advertising in magazines or newspapers.
- 9.6.2 The Group Communication and Marketing department must be utilized for graphic design work, internal newsletters and language services for translation of municipal documents to other languages as well as for any editing work. Departments should refrain from using external agencies if internal capacity to perform the function exists.
- 9.6.3 Publications such as internal newsletters must be designed internally and published in an electronic format on the municipal website and intranet to reduce expenditure on printing costs.
- 9.6.4 Newspapers and other related publications for the use of officials must be discontinued on the expiry of existing contracts or supply orders, unless required for professional purposes and where unavailable in electronic format.
- 9.6.5 Telecommunication amounts to officials for private calls is limited as determined by the municipal policy, should employees exceed this allowance the amounts over the allowance should be recouped from the relevant employees. Departments are urged to monitor their telephone usage within allowable limits.

9.7 Team building and social functions

- 9.7.1 Team building, social functions, sporting events, year-end functions and budget vote dinners may not be financed from the municipal or municipal entity's budgets or by any supplier or sponsors.
- 9.7.2 The municipality may not utilise municipal funds for hosting farewell functions for employees.

9.8 Conferences and study tours

- 9.8.1 Attendance of conferences or events by within and outside of South Africa must be approved by the accounting officer or mayor in the case of political office bearers.
- 9.8.2 When considering requests to attend conferences and events, the accounting officer or mayor as the case may be, must take the following into account:
- a) The officials' or political office bearer's role and responsibilities and the anticipated benefits of the conference or event;
 - b) Whether the conference or event will address the relevant concerns of the municipality;
 - c) The number of officials or political office bearers to attend the conference or event, may not exceed three officials per function/division;
 - d) Availability of funds to meet expenses related to the conference or event; and
 - e) The overall costs associated with the conference or event (travel, accommodation, conference registration expenses and any other related expenses).
- 9.8.3 Departments must benchmark costs with other professional bodies or regulatory bodies before submitting requests for consideration and approval by the accounting officer for an official or political office bearer to attend a conference or study tour within and outside the borders of South Africa.
- 9.8.4 The benchmark costs referred to above (3) may not exceed an amount as determined from time to time by the National Treasury through a notice.
- 9.8.5 The amount referred to above (4) excludes costs related to travel, accommodation and related expenses, but include-
- a) Conference or event registration expenses; and
 - b) Any other expense incurred in relation to the conference or event.
- 9.8.6 When considering the cost for conferences or events the following items must be excluded, laptops, tablets and other similar tokens that are built into the price of such conferences or events.
- 9.8.7 Attendance of conferences will be limited to two (2) per annum.
- 9.8.8 The municipality and municipal entities must take advantage of early registration discounts by granting the required approvals to attend the conference, event or study tour, in advance.
- 9.8.9 A feedback report must be submitted to EXCO after attendance of the conference, event or study tour.

9.9 Funerals

The costs for a single funeral, in accordance with the approved Policy on Civic Funerals for Councillors and Other Recognised Identified Leaders, may not exceed R100 000.00, to be amended from time to time by the Governance Support Officer in consultation with the Group Chief Financial Officer.

The following guidelines are applicable:

- 9.9.1 Municipal venues must be utilized for the civic funerals, in the case of non-availability of a municipal venue, a marquee must be utilized. The cost of the marquee and related services must not exceed R50 000. This amount will be adjusted yearly in line with Consumer Price Index.
- 9.9.2 Catering service will be provided to a maximum of two-hundred and fifty (250) mourners and maximum of fifty (50) family members on the day of the funeral.
- 9.9.3 Catering arrangements for the memorial service/Special Council in the case of a sitting Councillor must be in line with Cost Containment Measures.
- 9.9.4 Only 200 8-page programmes must be printed for a funeral.
- 9.9.5 Flower arrangements and wreaths for a funeral must not exceed a maximum cost of R3000;
- 9.9.6 Mourning cloth must be provided at a maximum cost of R2000

9.10 Overtime

Planned overtime must be submitted to the relevant manager for consideration. Time-off in lieu of payment for overtime worked must be promoted (with the exception of technical services rendering departments).

9.11 Acting allowances

- 9.11.1 Acting allowances must be paid in accordance with the applicable HR policies, SALGBC Collective Agreements and any applicable legislation.
- 9.11.2 Acting must only be permitted in positions on the approved organogram.
- 9.11.3 Acting must only be permitted in funded vacant positions.
- 9.11.4 Prior to appointing an employee to act, it must be ensured that there is sufficient budget within the cost center and commitment item (GL account).

9.12 Vehicles used for political office-bearers

- 9.12.1 The threshold limit for vehicle purchases relating to official use by political office-bearers may not exceed R700 000 or 70% (VAT inclusive) of the total annual remuneration package as defined in the Public Office Bearers Act and the notices issued in terms thereof by the Minister of Cooperative Governance and Traditional Affairs, whichever is lower.
- 9.12.2 The procurement of vehicles must be undertaken using the approved fleet contract.
- 9.12.3 Before procurement of vehicles takes place, Shared Services Department (Fleet Management) must provide the council with information relating to the following criteria which must be considered:
- a) Status of current vehicles;
 - b) Affordability; and
 - c) Extent of service delivery backlogs.
- 9.12.4 Vehicles for official use by public office bearers may only be replaced on completion of 120 000 kilometres, or only in instances where the vehicle experiences serious mechanical problems and is in a poor condition, and subject to obtaining a detailed mechanical report by the vehicle manufacturer or approved dealer.

9.13 Leases

- 9.13.1 A detailed assessment of existing buildings (space availability and optimum use of own buildings) must take place before the municipality enters into new lease agreements. This assessment must be made available during the budget processes (annual and adjustments) before new lease allocations are made.
- 9.13.2 Clear lease payment schedules with expected payments over the lease periods for vehicle leases should be provided before entering into new lease agreements.

9.14 Rudimentary Services

The average rates at which the City is renting the tanker trucks that are used for providing the water should be at market related rates.

9.15 Petty Cash

- 9.15.1 Petty cash purchases must be approved by the Head of Department before procurement can take place.
- 9.15.2 In line with the city's Supply Chain Management Policy, petty cash purchases must not exceed R2000 inclusive of VAT.

9.16 Credit and Debit Cards

- 9.16.1 No credit or debit card linked to a bank account of the municipality or municipal entity may be issued to any official or political office bearer, including members of the board of directors of municipal entities.
- 9.16.2 Where officials or political office bearers incur expenditure in relation to official municipal activities, such officials or political office bearers must use their personal credit cards, and request reimbursement in accordance with the municipality or municipal entity's approved policy and processes.

9.17 Contract management

All contracts entered into by departments, including partnerships and agreements should have a clear breakdown of unit costs per item and activity that the City will have to pay for.

9.18 Corporate Branding

A municipality or municipal entity may not incur expenditure on corporate branded items such as clothing or goods for personal use of officials, other than uniforms, office supplies and tools of trade unless costs related thereto are recovered from affected officials or is an integral part of the business mode.

9.19 Other related expenditure

- 9.19.1 Municipal resources may not be used to fund elections, campaign activities, including the provision of food, clothing, printing of agendas and brochures and other inducements as part of, or during election periods or to fund any activities of any political party at any time.
- 9.19.2 Expenditure on tools of trade for political office bearers must be limited to the upper limits as approved and published by the Cabinet member responsible for local government in terms of the Remuneration of Public Office Bearers Act, 1998.
- 9.19.3 Expenditure on elaborate and expensive office furniture must be avoided.

10. CONSEQUENCES FOR NON-ADHERENCE WITH THE POLICY

Failure to implement or comply with this policy may result in any official of the municipality or municipal entity, political office bearer or director of the board that authorised or incurred any expenditure contrary to this policy being held liable for financial misconduct.

11. IMPLEMENTATION OF THE COST CONTAINMENT POLICY

This policy applies to all departments and all entities of the municipality.

The policy is effective from 1 July 2019 and will be reviewed annually during the budget compilation process.

COMMENTS RECEIVED WITH REGARD TO THE DRAFT 2020/21 MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK

Section 16(2) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA), stipulates the mayor of the municipality must table the annual budget at a council meeting at least 90 days before the start of the budget year.

- Section 23(2) of the MFMA stipulates further that “after considering all budget submissions, the Council must give the Executive Mayor an opportunity –
- To respond to the submissions; and
- If necessary, to revise the budget and table amendments for consideration by the council”.

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Comment 1: Siobhan Muller – 29 May 2020

From: Siobhan Muller

Sent: 29 May 2020 05:25

Subject: ward 82 Siobhan Muller comments on the MTREF/budget and tariffs

Good day

Please find comments on the draft budget - MTREF 2020/2021

The budget needs to be reviewed in the light of the Covert -19 pandemic and all tariff increases placed on hold at zero % to assist all in the economic meltdown prior to and escalated by Covert – 19 and the long lockdown which has destroyed economic growth in the CoT and South Africa. A covert -19 budget should be considered.

In particular, to ensure some small stimulus to the economic recovery of the pandemic all planning tariffs must be kept at the current cost. The same applies to new connection fees for water, sanitation and electricity.

Property rate increases in Ward 82 are in a high number of cases over 30% up to 300%!!!! This is not acceptable in the light of the pandemic and economic crisis the country finds itself in. To further burden property owners, many who have lost their jobs, businesses and in cases everything is a huge mistake.

Property rates should be at very least only increased by inflation. Property value has stagnated and in many areas decrease in the last 12 months due to various factors and this has not been factored into the proposed property rates hikes.

Groete/Kind Regards

Ms Siobhan Muller

082 454 9244

Ward82pta@gmail.com

Comment 2: Esme Bluff - Palenque – 1 June 2020

From: Esme Bluff Palenque

Sent: 01 June 2020 11:19

Subject: New Water Tariff penalises those that save water (using less than 9kl)

Importance: High

Hallo Stephani

The proposed water tariff with a monthly basic charge for water and sanitation of R 190 (Water R 120 and Sanitation R70) will result in an extremely high increase for users below 9 kl per month. For example: a small family using 6 kl per month paid R135,60 per month for water and sanitation, but will now pay R 190. An increase of 40%. The poor will thus pay more for their minimal water usage than those wasting water! This tariff structure thus rewards people using more water and is not equitable.

Regards

Esmé

Esmé Bluff

Palenque cc

Mobile: +27 (0)83 701 9553

Email: esme@palenque.co.za

Comment 3: Stew Fredrick – 1 June 2020

From: Stew Fredrick
Sent: Monday, June 1, 2020 1:09 PM
To: IDPcomments
Subject: Comments - Revision of IDP 2020/21

With reference to your advertorial and request for public comment.

1. your rate increases and calculations thereof are misleading. The main contributor to your low average is the property rate increase. This is significantly misleading in that the property market values have just been revised - upwards. Furthermore, the rate amount stated is not correct or in alignment with your gazetted values. As such this should reflect a positive increase of around 5.5 to 6% and not -16.7% as stated.
2. the rates increases are at least 1% higher than current CPI rates as per stats as, of about 4.5% (year on year) across all of your categories.
3. your increases do not consider the real impact on households of the current pandemic. You have an opportunity to address this and show care to the citizens; show excellence in your own administration of the budgets - "ignite excellence" internally, lead by example.

e.g. <https://www.dailymaverick.co.za/article/2020-05-27-city-of-cape-town-offers-rates-and-service-relief-in-revised-budget/>
4. the increase cannot and should not be 'bundled' as an average - the consumer feels this cumulatively.

Regards,
Tshwane resident and rates payer

Comment 4: Zithobeni Landless Residents Forum, Ward 102 – 2 June 2020

From: Zithobeni Landless Residents Forum, Ward 102

Subject: Unanswered complaints

Date: 2 June 2020

Dear Mr Nawa

We are the Zithobeni Landless Residents Forum, independent and not affiliated to any political party. We appreciate that you are determined to bring about change in the City of Tshwane and that you have a good plan to improve service delivery for the residents of Tshwane. We state from the onset that we are not against any development for the residents of Tshwane. As the subject refers, we shall avoid commenting on your proposed IDP but rather permit our attached documents to speak for themselves. Our RED, MMC for Human Settlements and 'Councillor' have failed to respond accordingly to our complaints. First, we respectfully submit that the City of Tshwane's policy of formalisation of informal Settlements is not fair for various reasons:

- 1.1. There has not been any public participation by ordinary residents for public comment pertaining the issue.
- 1.2. There is no Ward committee duly elected whereby we can raise our complaints.
- 1.3. Our RED and 'Councillor' gave us a white wash response that which we rejected, and that which we still reject.
- 1.4. The MMC for Human Settlements did not respond to our petition but rather it fell on deaf ears.
- 1.5. People who are not the original residents of Zithobeni invade land in our township, and they are not evicted but rather they are often prioritised in respect of access to stands and housing.

Moreover, we respectfully submit that Zithobeni community constitutes:

- 1.1. Residents who have been in the waiting list since 1996 and who have not been allocated either stands or houses.
- 1.2. Residents who are backyard dwellers whose plight have been ignored by the 'Councillor' and the officials.

Furthermore, we respectfully submit that most, if not all residents of Zithobeni who have been evicted from Zithobeni Heights on the 20 May 2019:

- 1.1. With a blanket order that does not have a locus standi.
- 1.2. Despite their being in the waiting list since 1996.
- 1.3. Despite their being backyard dwellers i. e. original residents.

Last, we respectfully submit that:

- 1.1. Our building materials were stolen by the TMPD on the 20 May 2019 with the blanket order as opposed to the eviction order.

Therefore, we demand:

- 1.1. That the allocation of stands in Zithobeni Heights be allocated in a fair, equitable and open manner.
- 1.2. That the building materials stolen by the TMPD be returned to their rightful owners.

With respect sir, if the above demands will not be adhered to, we shall bring Zithobeni to a lockdown despite the current COVID 19 until we are heard. Failure to respond shall leave us with no alternative but to:

- 1.1. Enforce lockdown.
- 1.2. Mobilise for stay away in the forth coming local government elections or,
- 1.3. Seek relief from the highest court in the land.

We are looking ahead to engaging with you.

Yours in solidarity

On behalf of the Zithobeni Landless Residents Forum

1. Collen Mabena-Skosana. 0766793160
2. Sesi Mbewe. 0764476850
3. Michael Tholo. 0711250806
4. Tebogo Motaung. 0681482001
5. Daliphonia Motaung. 0713694614
6. Selinah Matjhila. 0799842675
7. Philemon Miya. 0716181029

Comment 5: Ntshimane Legoale - Concerned Mahube Valley Residents – 6 June 2020

From: Ntshimane Legoale

Sent: 06 June 2020 19:43

Subject: Overall impact of tariff increases on household accounts

Dear Staphani,

My comments stems from your poorly administered city's 2020/21 IDP. If this ANC/EFF corrupted Municipality was serious about the wellbeing of all its citizens it would start by removing all these mushrooming squatter settlements in which water and electricity are illegally connected at the expense of other residents who bore the brunt of these political parties' corrupt activities.

You for example intend, valuing our properties in Mahube Valley Extension where illegal settlements have been erected and the occupants of these settlements have been connecting water and electricity illegally, worst of all they have been digging the roads for their illegal connections and therefore the roads leading to our area are now not easily manuevable. Yet our rates and taxes will soon be increased whilst we are not being fairly serviced by the Municipality

CoT has made innumerable promises that it is going to move these squatters to an area where the stands are serviced yet already they are now even allowing these people to erect brick houses in this area and they are also providing them with large waste removal bins. This is just an indication that this Council is only bent on satisfying some parts of the community at the expanse of the other. These illegal water and electricity connections wont happen in previously white only areas and yet the CoT is allowing these to flourish in the township. All your workers who are working in both water and electricity provision divisions are the ones who are aiding these illegal connections as they get bribes and those of us who are paying religiously and honestly we're the ones whom the Municipality deal with brutality yet they allow car washes to mushroom along Tsamaya Road where water is wasted on a daily basis.

If the current Administration means business by all these Strategic Pillars especially the caring for residents and promotion of inclusivity as well ensuring that it delivers excellent services and protects the environment it should deal with these illegalities that are so blatantly apparent all over Mamelodi. Politicians must be serious about the lives of the poor in the real sense of the word and stop lining their pockets.

Concerned Mahube Valley Residents

Comment 6: Sarah Lottering – Rates Watch – 15 June 2020

From: Sarah Lottering

Sent: 15 June 2020 11:23

Subject: Tshwane: Comments on Draft Rates Policy 2020/2021

Rates Watch (Pty) Ltd
VAT No 4500252103

Unit 1; Bartlett Lake Office Park;
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RATES WATCH
MONITORING AND WATCHING YOUR VALUATIONS & PROPERTY TAXES

Ben Espach – Director: Valuations
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5 June 2020

The Municipal Manager
City of Tshwane

Sir

COMMENTS ON THE DRAFT RATES POLICY FOR 2020/2012

Rates Watch (Pty) Ltd was appointed by the South African Property Owners Association (SAPOA) to submit comments on the draft Rates Policy.

SAPOA represents approximately 1,300 companies and organisations, (amongst which include the following, ABSA, Nedbank, Investec Property Group, Old Mutual Properties, Liberty Properties, Eskom, Transnet, East London IDZ, Growthpoint Properties, the V&A Waterfront Company, ACSA, Eris Property Group, Encha Properties, Zenprop, Redefine properties and Resilient Properties).

SAPOA members own and control about 90% of all commercial, retail, office and industrial properties in SA to the value of approximately R300bn and constitute some of the largest rate payers in South Africa.

We have the pleasure to submit comments on the existing policy and you are requested to consider these comments:

1. General

The effective date on the footnote is not correct

2. Clause 1 – Definitions

1.1 General

Definitions should be sorted in alphabetical order, see 1.19, 1.41 and 1.62 to 1.65.

1.2 “additional rate”

The word “if any” are not necessary and could be deleted.

1.3 “Agricultural property”

Categorisation of farm properties is problematic because it is not clear what *“used primarily for agricultural purposes”* as per the definition of agricultural property in the MPRA means.

It is suggested that *primarily* and *agricultural purposes* be defined.

1.4 “business and commercial”

Property categories are created in clause 3 of the policy. The inclusion of *“as a property category for the levying of different rates”* in the definition seems to be unnecessary.

1.5 “Educational institutions”

Refer to comment in paragraph 1.4.

1.6 “indigent”

The words *“as a category of owner of property for purposes of granting exemptions, rebates and reductions”* are not necessary and could be deleted.

1.7 “non-permitted use”

The words *“as a property category for the levying of different rates”* are not necessary and could be deleted.

1.8 “owner” The definition should be the same as in the MPRA.

1.9 “pensioner” The definition could be simplified as follows:

“means an owner of rateable property who is at least 60 years of age”

Why are pensioners limited to persons receiving a State pension?

1.10 “Disability Grantees and Medical boarded persons”

The inclusion of *“as a category of owner of property for the purpose of granting exemptions, rebates and reductions”* in the definition seems to be unnecessary. These categories of owners are created in clause 5.2.

1.11 “protected area”

The words *“as a property category for the levying of different rates”* are not necessary and could be deleted

1.12 “Township Development”

There is no reason why properties in respect of which a Certificate of Registered Title in the name of the developer of the township should be excluded from this category.

The definition should read *“means property held under Township Title and Certificate of Registered Title by the developer;”*

1.13 “vacant land”

The inclusion of the word “*as a property category for the levying of different rates*” in the definition seems to be unnecessary and could be deleted.

2 Clause 5 – Determination of Criteria for levying of rates

2.1 Numbering

It is not necessary to number clause 5.1, because there is not a clause 5.2. If the numbering is amended then clauses 5.1.1 to 5.1.5 could be renumbered to 5.1 to 5.5

2.2 Clause 5.1.2

In terms of section 34(b) of the MPRA the municipal valuer is responsible to prepare the valuation roll. In terms of the Municipal Property Rates Regulations, 2006 property categories must be reflected in the valuation roll. Section 78(1)(g) of the MPRA stipulates that a supplementary valuation must be made when the category of a property is changed and supplementary valuations are made by the municipal valuer.

This clause is stating the obvious and could be deleted.

2.3 Clause 5.1.3

2.3.1 Category names

Property Categories are created in the Rates Policy and these names should be used in all documents that refer to Property Categories. It was found that some of the names were changed in the valuation roll and the Property Rates Schedule in the budget.

2.3.2 This clause deals with property categories. It seems unnecessary to include the word “properties” in the name of a category and it is suggested that it be deleted from the names. It is also noted that not all the categories follow this pattern.

2.3.3 The compulsory categories in terms of section 8 of the MPRA must be implemented in 2022 which means that those not included in this clause must be introduced in the rates policy for 2022/23 and supplementary valuations will have to be made to accommodate these changes.

2.3.4 The following property categories were found in the valuation roll that are not provided for in this policy:

- Independent Schools (PBO)
- Municipal Property
- Municipal Property (not rateable)
- Municipal Property (rateable)
- No Category
- Protected Areas

- Public Service Infrastructure
- Public Worship
- State Trust Land
- (Blanks)

This problem could have been alleviated if the policy should have been approved before the allocation of categories and compilation of the valuation roll. This policy should have been approved not later than 1 July 2019.

It is also noted that the following categories are included in the Property Rates Schedule for 2020/21 draft tariffs:

- Multiple use
- Independent schools (PBO)
- Ecotourism and game farm
- Public Worship
- Public Service Infrastructure
- Protected Areas
- State trust land

Some of the names of the categories are not exactly the same as the names in the Rates Policy.

2.3.5 The category "Public Service Infrastructure" cannot be deleted as there is public service infrastructure that have not been excluded and remain rateable and must be included in the valuation roll.

If it the intention to exempt these PSI it should be provided for in Section C, clause 12.

2.4 Agricultural properties – clause 5.1.5(a)

Agricultural property is defined in clause 1. It is not necessary to repeat the definition.

The 3rd paragraph is stating the obvious and is not adding any value.

Is it really necessary to include the ratio?

This clause could be deleted.

2.5 Properties owned and used by Public Benefit Organisations – clause 5.1.5(b)

Could be deleted.

3 Property used for multiple purpose – clause 6

3.1 Clause 5.1.3 does not provide for the category “properties used for multiple purposes” and in terms of section 9(1) of the MPRA, if this category is not created in terms of section 8(2), properties used for multiple purposes must be assigned to either a category determined by the municipality for properties used for a purpose corresponding with:

- The permitted use of the property; or
- The dominant use of the property.

These are the only options available if the category “properties used for multiple purposes” is not created as a property category.

In terms section 9(2) of the MPRA the option to apportion the values is only available if there is provision for the category “properties used for multiple purposes” in the rates policy.

The municipality must decide how properties used for multiple purposes must be categorised. Must the category be linked to:

- the permitted use
- the dominant use; or
- multiple purposes?

If the last option is chosen, then the category ‘multiple purposes’ must be created in clause 5.1.3.

The category “multiple purpose” as a property category was included in previous rates policies of the Metro. It is assumed that the approach to properties used for multiple purposes did not change.

3.2 Clause 6.1

In terms of clause 6.1.1 a property used for multiple purposes that is used for residential [purposes] will be categorised as residential property; and

In terms of clause 6.1.2 a property used for multiple purposes that is used for business [purposes] will be categorised as non-residential property.

The MPRA defines “multiple purposes” as “*the use of the property for more than one purpose*”. Clause 6.1 refers to a property used for more than one purpose but then refers to a single use in clause 6.1.1 and 6.1.2.

It is not clear what is the purpose of or the intention with this clause.

3.3 Clause 6.2

The words “*in terms of subsection (1)(c)*” could be deleted.

There is no indication how “*the large portion of the market*” will be determined.

In the absence of a regulation the apportionment of values must be guided by relevant case law and the apportionment of values was dealt with in *The City of Johannesburg Metropolitan Municipality v the Chairman of the Valuation Appeal Board for the City of*

Johannesburg (282/2013)[2014] ZASCA 5 (12 March 2014), also known as the Connaught case.

The valuation roll must reflect entries for the property as a whole with the category “multiple-use” and entries for the apportioned values for the distinct uses. The following extract from the judgement confirms it.

[30] Not only would the interpretation now advanced by the appellant be absurd for the reasons mentioned, but one of the details that has to be recorded on the valuation roll under s 48 is ‘the category determined in terms of section 8 in which the property falls’.²⁸ Section 8(r) of course provides for a category of ‘properties used for multiple purposes *subject to section 9*’ (my emphasis) and, under s 45(1) of the Act, the municipal valuer is required to carry out the valuation of rateable property in accordance with the provisions of the Act. This clearly makes s 9 applicable, at least in part, to the compilation of the valuation roll. The obvious intention is that where a property is used for multiple purposes, those categories of use – in respect of which

²⁷ Compare *Roodepoort City Council v Shepherd* 1981 (2) SA 720 (A) at 735A-736B.

²⁸ Section s 48(2)(b).

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different rates are to be applied under s 9(2)(c) – should be determined and recorded, as should the values apportioned to each such category. This is all to be done by the municipal valuer who is, after all, the person possessed with the necessary skill, expertise and experience to do so (which the municipal council lacks). Moreover, although s 48(2) does not specifically state that the market value apportioned between categories of use should be recorded in instances of multiple use properties, the provision in s 48(2)(g) that the valuation roll is to include ‘any other prescribed particulars’ in addition to those specifically mentioned, reinforces my conclusion that the Act, properly interpreted, requires it to be done.

Although the Supreme Court of Appeal did not specifically deal with the apportionment the apportionment made by the Valuation Appeal Board of the City of Johannesburg was not amended. This apportionment was based on the area of the property used for the different purposes.

In terms of this decision the apportionment must be based on the areas allocated to the different uses. The wording of 6.2 could be simplified

It is suggested that clauses 6.1 and 6.2 be replaced with the following:

"A rate levied on a property categorised as 'multiple purposes' will be determined by:

- (a) Apportioning the market value of the property based on the areas used for the different purposes; and*
- (b) Applying the rates applicable to the categories determined by the Municipality for properties used for those purposes to the different market value apportionments"*

4 Clause 12 – Exemptions, Reductions and Rebates

4.1 General

It should be indicated that the granting of rebates and exemptions are subject to approval by the Chief Financial Officer. Applications must be submitted on the prescribed forms.

Disputes will be referred to the Municipal Manager for a final decision.

The policy is silent on the effective dates of these rebates and exemptions. It is suggested that the date of compliance and not the date of application or approval be used as the effective date.

It is suggested that the following be included in the policy under the heading of this clause:

"Rebates and exemptions from the payment of rates is subject to the approval of the Chief Financial Officer.

Applications must be submitted to the Chief Financial Officer on the prescribed format.

The matter will be referred to the Municipal Manager if a person feels aggrieved by the decision of the Chief Financial Officer."

Clause 12 (a) to (f) is a list of categories of owners and categories of properties that may be exempted or granted a rebate or reduction. It is not the criteria to qualify. Criteria is contained in clauses 12.1 to 12.3

The last sentence before clause 12.1 could be deleted.

The following is suggested:

"The following owners of rateable property may be granted exemptions, reductions or rebates:

- (a) Indigents*
- (b) Pensioners*
- (c) Disability grantees and/or medical boarded persons*
- (d) Owners temporary without income*
- (e) Owners of properties situated in an area affected by:*

(i) *A disaster within the meaning of the Disaster Management Act, 2002 (Act No. 57 of 2002)*

(ii) *Any other serious social or economic condition*

(f) *Residential property with a market value lower than an amount determined by the municipality."*

It is noted that no requirements for clause 12(d) and (e) have been determined.

4.2 **Clause 12.1 – Indigent households**

Indigent is defined, and it is not necessary to refer to the Social Development Division.

4.3 **Clause 12.2.1 – Pensioners**

The following remarks are applicable:

- It is not necessary to refer to the age as a pensioner is by definition a person over the age of 60 years?
- It is suggested the income be increased to R17 500 per month to take the effect of inflation into account.

The wording of the clause could be simplified. Proposed wording:

"12.2.1 Pensioners

Pensioners will qualify for this rebate if:

- (a) *The property is categorised as "residential";*
- (b) *Property is owned by the applicant or his/her spouse;*
- (c) *Property is occupied only by the applicant, his/her spouse and dependants without income;*
- (d) *The annual income from all sources, including the income of the spouse, does not exceed R210 000 per annum;*
- (e) *Proof of income, identity and age is submitted; and*
- (f) *The municipal account(s) is paid in full or an arrangement to pay the debt is in place."*

4.4 **Clause 12.2.2 – Disability grantees and/or medical boarded persons**

The comments in paragraph are also applicable and it is suggested that the clause be reworded, with the necessary changes, as suggested above.

The income levels should be reviewed to take the effect of inflation into account.

4.5 **Clause 12.3 – Owners temporarily without income**

Should there not be other causes for the loss of income that should be considered?

The natural disaster may destroy or damage the property, but it may not affect the income of the owner.

When a property is damaged or destroyed a supplementary valuation must be made in terms of section 78(1)(d). The reduced monthly rates as a result of the revaluation is not a rebate contemplated in section 15 of the MPRA and is "relief" that the owner is entitled to. It is therefore not correct to include the revaluation of the property under clause 12 that deals with exemptions, reductions and rebates.

4.6 Additional exemptions, reductions and rebates

It is suggested that the following properties be exempted from the payment of rates or a substantial rebate be granted.

- (a) property registered in the name of an institution or organisation in terms of the Non-profit Organisations Act, 1997 (Act No. 71 of 1997);
- (b) hospitals, clinics and institutions for mentally ill persons which are not operated with the intention to make profit;
- (c) cemeteries and crematoriums which are registered in the names of private persons and which are used exclusively for burials and cremations, as the case may be;
- (d) museums, art galleries, libraries and botanical gardens which are registered in the names of private persons and which are open to public, whether admission is charged or not;
- (e) property registered in the name of a trustee or any organisation which is being maintained for the welfare of war veterans as defined in Section 1 of the Social Aid Act (House of Assembly), 1989 (Act No. 37 of 1989),
- (f) sports grounds used for the purposes of amateur sport and any social activities which are connected with such sport;
- (g) property registered in the name of the Boy Scouts, Girl Guides, Sea Scouts, Voortrekkers or any organization which is, in the opinion of the municipality, similar or any property let by a municipality to any such organisation; or
- (h) property registered in the name of a declared institution as defined in Section 1 of the Cultural Institutions Act, 1969 (Act No. 29 of 1969), or the Cultural Institutions Act (House of Assembly), 1989 (Act No. 66 of 1989)."

5 Clause 24 – Date of implementation

The date of implementation must be 1 July 2020!

It is not necessary to mention that the property will be reviewed annually during the budget process.

6 Addendum

The reduction of the ratio for Vacant land for the 2017/18 financial year was a bold and positive step. It is suggested that this ratio be reduced to 1,0:1,0 or at least the same as the rates payable on the category based on the zoning of the property.

Vacant properties must be regarded as the battery to store energy for future development.

Vacant properties should not be penalised.

The ratio for Township Development should also be reduced to 1,0:1,0

The 5th preamble of the MPRA of 2004 states as follows:

“AND whereas it is essential that municipalities exercise their power to impose rates within a statutory framework that not only enhances certainty, uniformity and simplicity across the nation, but also takes into account historical imbalances and the rates burden on the poor.

Section (3) (a) of the MPRA states that:-

“A rates policy must treat persons liable for rates equitably.”

The principle to levy vacant land at a much higher tariff than any other category is based on the incorrect assumption that vacant land is held purely for speculation or that it is held for ‘business’ purposes”.

Not all vacant land is held for speculation and why must an owner be penalised?

There are numerous examples of newlyweds acquiring a piece of vacant land on which they will erect their first home as their financial position improves.

It is also very common for parents who are unable to purchase a house for their children to purchase a piece of vacant land in an effort to give their children a start in life.

Many middle aged couples will also invest in a portion of vacant land on which they will eventually build their retirement home once their families have grown up and they are in a financial position to do so.

The life and soul of every municipality is township development.

Newly proclaimed townships are the golden geese from which many golden eggs in terms of newly erected houses and commercial buildings are laid.

These new buildings are the source of substantial income to a municipality in terms of rates, water, refuse, sewerage and other municipal impositions.

Creation of permanent and temporary employment is an indirect result of new buildings.

The holding costs of township land to any developer are substantial and municipalities should take whatever steps are necessary to reduce the burden of the township owner and encourage the development of the township into fully built and occupied dwellings.

Demand for newly proclaimed land is governed by price and there is a huge need to provide housing land and accommodation to the lower and middle income groups.

However, where the cost of holding the vacant land is onerous, it affects the demand as well as the affordability of owning such land.

The imposition of a “punitive” rate in the rand does not encourage development.

It has the exact opposite effect.

Development is restricted and retarded simply because demand for the vacant land falls away.

There is also a notion that these punitive rates will prevent land banking. Why is there a drive by municipalities to attempt to distort or change the economic principle of supply and demand?

Nowhere in the Rates Act does it make any reference to "punitive" measures.

The rating of vacant land at any rate higher than residential in terms of the rates policy is nothing else but punitive.

This punitive action is in our opinion not in the interests of the City and the country.

Section 16 (1) of the MPRA states that:

In terms of section 229(2) (a) of the Constitution, a municipality may not exercise its power to levy rates on property in a way that would materially and unreasonably prejudice-

- (a) National economic activities
- (b) Economic activities across its boundaries
- (c) The national mobility of goods, services, capital or labour.

Section 16 (2) states that:

If a rate on a specific category of properties, or a rate on a specific category of properties above a specific amount in the Rand, is materially and unreasonably prejudicing any of the matters listed in subsection (1), the Minister after notifying the Minister of Finance, must by notice in the gazette, give notice to the relevant municipality that the rate must be limited to an amount in the rand specified in the notice.

The target should be to reduce the tariff for vacant land to be the same as for residential properties.

Developers will not hold on to land if there is a demand for it.



Ben Espach

Professional Valuer

Comment 7: M. Fourie – 15 June 2020

From: m.ajfourie

Sent: Monday, 15 June 2020 09:57

Subject: MTREF 2020/21 SUBMISSION: DRAFT PROPERTY RATES POLICY AND BY-LAW

PUBLIC COMMENT/SUBMISSION

DRAFT 2020/21 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)

PROPERTY RATES POLICY AND BY-LAWS

LEGISLATIVE NON-COMPLIANCE

INTRODUCTION

The City of Tshwane Metropolitan Municipality is legislatively required to adopt a property rates policy consistent with the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004, as amended) (“the Act”) and Regulations published in accordance thereof.

The content of the policy is set out in Section 3 of the Act. Of particular relevance to this submission is Section 3(6) of the Act which determines as follows:

- “(6) No municipality may grant relief in respect of the payment of a rate –
- (a) To a category of owners of properties, or to the owners of a category of properties, other than by way of an exception, a rebate or a reduction provided for in its rates policy and granted in terms of section 15; or
 - (b) To the owners of property on an individual basis”

SUBMISSION

It is common cause that the City’s revenue collection has been drastically affected by the Covid-19 lockdown and its impact on economic activity, employment levels, lives and livelihoods.

Although it is commendable that the City has introduced a customer relief and rewards programme to not only address the collection of arrear debt but also to provide an incentive to encourage the continued payment of municipal accounts in full or in advance every month, this programme needs to be in full compliance with prevailing legislation.

Options 4 and 5 of the scheme are of concern given that the following discounts on property rates for a period of 6 months are offered as an incentive:

- 15% on property rates if an up-to-date customer pays his/her account in full every month for the next 6 months credited in December 2020; and

- 30% on property rates if an account is paid in advance for more than 6 months.

Given that the objectives and applicable criteria of the relief on property rates, are not contained in the published Property Rates Policy and By-Laws published for public comment make the incentives unlawful as it is in contravention of Section 3(6) of the Act.

RECOMMENDATION

1. That Section C of the Property Rates Policy be revised to –
 - Include the criteria for an up-to-date customer and a customer who pays in advance; and
 - Include the two incentives and the criteria for qualification of each.
2. That the Property Rates By-Laws be amended in accordance with the Policy.

SUBMITTED BY:

M. Fourie

m.aifourie@iafrica.com

Tel: 083 457 7919

Comment 8: France Koopedi – 15 June 2020

From: France Koopedi

Sent: Monday, June 15, 2020 2:07 PM

To: IDPcomments

Subject: Share stephanb@tshwane.gov.za samch@tshwane.gov.za

Hi sir/ madam

Inaccurate Billings is caused by poor performance by meter readers. Last year they took January to September not taking readings in Soshanguve.

Estimation of consumption amount must be stopped .The system cannot separate one amount to the other months. Eg is below copy the 21kls was for two months 11kls and 10kls. If readings were taken per each months as an indigent I was not pay anything because I would be below 12kls provided per month.

Solution of an long-standing areas. By stopping estimations will solve the problem. Each estimate increase the areas.

Ward 39 ext 2. There is a land of Marius. The land has 512 stands. The occupants owned the Ctmm the services / the can't apply for indigent and they can't make agreement with Ctmm. Could you allocate budget to buy the land.

Internal flooding water. Could you allocate budget for the internal roads or increase the maintenance money.

Koopedi FM 0766714579

Comment 9: Hannes Bothma – 17 June 2020

From: Hannes Bothma

Sent: 17 June 2020 11:57

Subject: Draft 2020/21 MTREF (related tariffs)

I refer to CoT's call for public comments on the MTREF that closes on 19 June 2020.
I need clarity on the following aspect.

In the below extract, on page 28 of the summary provided by CoT, reference is made to a R150 000 valuation reduction that is granted by the City on all residential properties. The document is not clear if this reduction will also apply to each property registered in the name of a township developer / owner in a proclaimed township.

Surely this reduction should also apply to the township developer / owner.

The first R15 000 value of all residential properties is legislatively impermissible for the charging of property rates, and a further valuation reduction of R135 000 is granted by Council for charging property rates. All residential properties are thus not charged any property rates on the first R150 000 of the property value and registered indigents pay no property rates. Furthermore, the social package will be extended to all properties valued at R150 000 and below.

Would you please provide clarity on this matter as this would influence our comments.

Please confirm receipt hereof.

Hannes Bothma

Comment 10: Sarah Lottering – Rates Watch – 17 June 2020

From: Sarah Lottering

Sent: 17 June 2020 14:07

Subject: Tshwane - Comments on Draft Tariffs 2020/2021

Rates Watch (Pty) Ltd
VAT No 4500252103

Unit 1; Bartlett Lake Office Park;
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The Municipal Manager
City of Tshwane
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RATES WATCH
MONITORING AND WATCHING YOUR VALUATIONS & PROPERTY TAXES

Kokkie Herman – Director: Rates
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Fax to e-mail: (+27) 86 504 7747
20 May 2020

2020/2021 IDP/BUDGET: COMMENTS ON THE 2020/21 DRAFT TARIFF POLICY.

We have the pleasure to submit comments on the draft Tariff Policy and you are requested to consider these comments.

Rates Watch (Pty) Ltd was appointed by the South African Property Owners Association (SAPOA) to submit comments on the draft Rates Policy.

General comments

On average, the tariff for property rates has been increased with 7.5%. This is above inflation of 4.5% and the guidelines given by National Treasury and should be reconsidered / reduced.

Other Comments

The country is since 2019 in a serious negative economic position, almost a recession. Now, with the addition of the economic burden of COVID-19 and the downgrading by Moody's and Fitch the outlook on our economy is negative.

The effects are also reflected in the worsening of the exchange rate as well as the predictions made on economic growth, which is predicted to be a 6% negative growth.

In this environment it is important that all role players create an environment which minimise the negative effect and set the stage for renewed economic growth.

Municipalities should follow the example set in the national budget for 2020/21 where the income tax burden and the wage bill of national and provincial departments were reduced.

As such, it is our plea to the City to take cognizance of the dire state of the economy and the financial predicament of many of its ratepayers and to adjust its proposed budget accordingly. This is not a time for a "business-as-usual" budget.

Tariffs should not be increased at all.

The proposed tariffs:

Property rates	-	New roll Revenue is expected to increase by 8.73%
Electricity	-	6.23% Revenue is expected to increase by 4.40%
Water	-	6.0% Revenue is expected to increase by 5.94%
Sanitation	-	6.60% Revenue is expected to increase by 7.58%
Refuse	-	6.0% Revenue is expected to increase by 4.66%

There is therefore scope not to increase the tariffs for 2020/21

1. **Categories of properties in Tariff policy, not listed in the Rates policy**
The wording of categories in the Rates policy should be the same as those listed in the Tariff policy
 - 1.1 The Category "Independent Schools". This category is used in the Tariff Policy, but not defined in the Rates Policy. It must be corrected.
 - 1.2 The Category "Protective Areas". This category is used in the Tariff Policy, but not defined in the Rates Policy. It must be corrected.
 - 1.3 The Category "State Trust Land". This category is used in the Tariff Policy, but not defined in the Rates Policy. It must be corrected.
 - 1.4 The Category "Public Service infrastructure". This category is used in the Tariff Policy, but not defined in the Rates Policy. It must be corrected.

2. Tariff ratios

Although the Act does not prescribe the ratio between residential and business. It is appreciated that the ratio of commercial versus residential has been reduced from 1to 2.94 to 1 to 2.5.

The current and proposed ratio of 1:2.5 is still high and it should be considered to reduce it further. The rates burden as a result is 20% to 40% higher than that in other Metro's which substantially influences new development initiatives and any future investment decisions in the Tshwane region negatively. A few of the possibilities to consider are:

- 1.1 a framework which allows rates rebates for development in previously disadvantaged areas should be established;
- 1.2 a development incentive rates structure should be introduced;
- 1.3 the nett increase in rates payable as a result of revaluation should be capped to a inflation linked increase as the rate in the rand is never reduced sufficiently to compensate; and

It is therefore our submission that the draft Tariff Policy is not aligned in full with the Rates policy and therefore do not comply fully with the legislation.

I trust that you will find the above in order.



Kokkie Herman

Comment 11: Ilze Potgieter – Towcon Civils (Pty) Ltd - 17 June 2020

From: Ilze Potgieter

Sent: 17 June 2020 15:27

Subject: Public participation - finalizing the budget

Good afternoon,

The reason for not agreeing with the proposed tariff increases on water, electricity, sanitation, refuse removal and property tax is that the average percentage is much higher than the annual inflation rate.

Due to Covid 19 many residents have lost their jobs and income, yet there is a proposed annual salary increase on the table of between 5.5 and 9% for councillors and municipal workers and employees in general.

How is this justified, as it makes no sense that the tax payers that is paying the salaries of municipal employees and councillors are starving without food and jobs but still you insist on increases.

Kind Regards

Ilze Potgieter

Draughtsperson/Admin

Towcon Civils (Pty) Ltd

Comment 12: Marc Schutte – JDM Land Developments - 17 June 2020

From: Marc Schutte

Sent: 17 June 2020 15:50

Subject: 2020/21 DRAFT MEDIUM-TERM REVENUE & EXPENDITURE FRAMEWORK :
PUBLIC COMMENTS

Good day Stephani

We refer to the attached undated Call for Public Comment document issued by Mr Mpho Nawa of the COT and have pleasure in submitting our comments regarding the 2020/21 Draft MTREF.

We request that you kindly acknowledge receipt of our submission, as the closing date for is 19 June 2020.

Kind regards

Marc Schutte



POSTNET SUITE 131
PRIVATE BAG X7
PARKVIEW
2122
REG NO. 2016/288714/07

16 June 2020

City of Tshwane
Tshwane House
320 Madiba Street
Pretoria

Attention: Stephani Botes

COMMENTS RE 2020/21 DRAFT MEDIUM-TERM REVENUE EXPENDITURE FRAMEWORK (MTREF)

We refer to the abovementioned draft 2020/21 MTREF as published by the City of Tshwane (COT) for commenting and submit herewith our comments as a stakeholder and residential land developer within Region 1 Ward 98 of the COT.

Of particular concern to JDM Land Developments (JDM) is the inordinate increases proposed in respect of bulk contributions on new Residential townships by the COT for Roads & Stormwater reticulation. We refer to page 429 of the document stamped by the COT Mayoral Committee meeting dated 14 May 2020, with the heading 9/4, Umar Banda, Meeting of the Administrator: 14 May 2020.

JDM COMPANY & TEAM BACKGROUND

JDM is a Land Servicing Company which operates in the Affordable Bonded Residential housing market. We have a deep understanding of this sector of the housing landscape, as our team were instrumental in servicing, developing, and selling 3 500 residential stands in the north western Tshwane suburb of The Orchards.

We are currently busy with a 700 affordable bonded residential stand development, Platinum Park Estate situated in the Klerksoord area near Rosslyn. The first phase consisting of 184 stands which has been completed & proclaimed with Phase 2 about to be serviced.

DEVELOPMENT FUNDING

As the traditional development funding of this affordable bonded township product dried up after the 2008 financial crash by the traditional 5 major banking groups, the only remaining funding entity for our product lies with the National Housing Finance Corporation (NHFC). This funding criteria stipulates that the final product, i.e. stand price, house construction price, legal & transfer cost cannot exceed R850 000. This affords our clients to acquire approximately a 300m² stand with a 45 to 65m² house erected on it.

Marc Schütte

Johan Steenkamp

Dan van Tonder



POSTNET SUITE 131
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REG NO. 2016/288714/07

MOTIVATION TO REDUCE BULK CONTRIBUTIONS

For Klerksoord Ext 28 the external bulk upgrades and bulk contributions were R4.9million. Included in this cost are the road upgrades to the Provincial road R566 which cannot be reimbursed as there is no agreement between Gautrans and Tshwane for cross funding / Boundary contribution offsets. That is 19% of the total civil construction costs. A 100% to 300% increase in Roads and Stormwater bulk contributions will add an additional R1 million to R3million to the cost of Ext 29, which equates to R5 000 – R15 000 per stand.

An increase as proposed in the draft 2020/21 MTREF document will make an already marginal viable project potentially unviable. This proposed increase will push the total cost per package over the allowable threshold of R850 000 imposed by the NHFC. This will decrease the number of units that can be delivered in this segment of the market that is critically needed.

We therefore suggest an inflation related increase be imposed, especially in this segment of the market.


IN CONCLUSION

There has been a concentrated development focus in the Rosslyn/Pretoria North region by JDM as a result we have a sound understanding of the area and the associated demands for housing in the formal affordable bonded housing market. This is a market that shows ever increasing demand and our strategic approach has proven successful in addressing the high demand for affordable bonded housing and thereby providing home buyers with rewarding investment opportunities. A large portion of these home buyers are employed by local and provincial government.

In conjunction with the critical shortage of affordable housing stands in the area & the job opportunities that we are creating, we are confident that our business model and approach is destined to assist Tshwane in addressing some of these housing shortages. At the same time, also creating a larger and stable rates base for the COT in years to come.

Trust you find this in order.

Sincerely


Marc Schütte
Director


Johan Steenkamp
Director

Comment 13: Bea Fletcher – The Town Planning Hub CC - 18 June 2020

From: Bea Fletcher

Sent: 18 June 2020 09:44

Subject: Comments on the IDP, MSDF, MTREF and Draft Property Rates Policy and By-Law

Dear Stephani and Dennis

Please find attached.

Please confirm receipt of the comment.

Thanks

Regards

Bea Fletcher

The Town Planning Hub CC

17 JUNE 2020



YOUR REF.:
OUR REF.:

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Shere
0081

ATTENTION: DENNIS MADUMO / STEPHANI BOTES
EMAIL: dennisma@tshwane.gov.za / stephanib@tshwane.gov.za

COMMENTS ON THE 2020 DRAFT METROPOLITAN SPATIAL DEVELOPMENT FRAMEWORK (MSDF) AND THE DRAFT MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)

The afore-mentioned two documents that are currently under review have reference.

It must be noted that the Municipality, in a circular from Economic Development and Spatial Planning dated 20 May 2020, clearly indicates that no new advertisements can take place during Levels 3 and 4 of lockdown and that all existing dates for comments will be extended for the period from 26 March 2020 till such time that Level 2 of lockdown comes into effect. Please confirm that this will also be enforced in this case?

It is common cause that these two documents will have a big influence on all the citizens of Tshwane and that the same measures must apply to the Municipality as it does to the rest of the community. There is still no access to either Tshwane House or Isivuno House where comments can be hand delivered.

Both these documents are clear in the fact that intervention is needed and that a lot of work and planning is put into place to make Tshwane a more robust City in particularly challenging times. The Country and City were in a predicament even before the Covid pandemic, but now there is even more work to be done.

All this said in the documents, the Municipality still ops to increase bulk services contributions to unacceptable levels. When looking at the roads and stormwater contributions, new methods of calculating the bulks are proposed with an increase of between 49% and 200% in township applications.

Where development and job creation are desperately needed in the City, it is unclear why the Municipality wants to "stop" possible development even before it started.

As we all know with new developments, a new income stream is created for the Municipality. The life of the residents are improved, and work opportunities are created. Development conditions needs to be created that will encourage people to still invest their money in Tshwane.



As far as an increase in rates and taxes are proposed, it is respectfully submitted that a service should first and foremost be delivered that people are willing to pay for.

At this stage the perception out in the City is that the officials from the Municipality are not willing to go back to work or work from home, while still getting their full salaries. There are thousands of people depending on the officials to be working in order to earn a living.

It is thus a sensitive issue to advertise an increase in rates and taxes (during lockdown) while a portion of the population is still not even in a position to earn a basic salary due to the Municipality that decided out of their own accord not to be open to the public or even operational.

Trusting you find this in order.

Kind regards,

A handwritten signature in black ink, appearing to read 'Bea Fletcher', written in a cursive style.

BEA FLETCHER PR. PLN A/1202/2001
THE TOWN PLANNING HUB CC

Comment 14: Lawrence Khoza – Link Africa - 18 June 2020

From: Lawrence Khoza

Sent: 18 June 2020 11:19

Subject: Response to Call for Public Comment on the 2020/21 Draft Medium-Term Revenue and expenditure Framework (MTREF) (and related tariffs), Draft Property Rates Policy and By-Law.

Good Day

Kindly receive Link Africa's response to the Call for Public Comment on the following;

- 2020/21 Draft medium-term Revenue and Expenditure Framework (MTREF) (and related tariffs).
- Draft Property Rates Policy and By-Law.

Please note that Link Africa has included supporting reasons for our submissions and we request the City of Tshwane to consider them in line with the Agreement executed between Link Africa and the City of Tshwane.

Thanking you in advance.

Warm Regards

Lawrence Khoza

National Head: Stakeholder Relations, Permissions



T +27 (0)10 020 0410
E info@linkafrica.co.za

www.linkafrica.co.za

Date: 12 June 2020

Our Ref : LM/KHOZA/LA/01/2020
Your Ref :

To : CITY OF TSHWANE

Attention: Stephani Botes
Per email: stephanib@tshwane.gov.za

And
Namaguya Kisuule
Per email: Namaguyak@tshwane.gov.za

And
Sam Chapape
Per email: samch@tshwane.gov.za

And
Integrated Development Plan
Per email: IDPcomments@tshwane.gov.za

Dear Sirs

RE : COMMENTS ON THE REVIEW OF THE 2020/2021 DRAFT REVIEW OF THE 2017-2021 TSHWANE INTERGRATED DEVELOPMENT PLAN (IDP) , 2020 DRAFT METROPOLITAN SPATIAL DEVELOPMENT FRAMEWORK, 2020/21 DRAFT MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK, AND DRAFT PROPERTY RATES POLICY AND BY-LAW

On the 14TH of May 2020, through various medium; The City of Tshwane, in partnership with the City Strategy and Organisational Performance Department invited all community members and stakeholders to comment on the review of the 2020/2021 Draft review of the 2017-2021 Tshwane Integrated Development Plan (IDP) , 2020 Draft Metropolitan Spatial Development Framework, 2020/21 Draft Medium- Term Revenue and Expenditure Framework, and Draft Property Rates Policy and By-Laws.

Link Africa wishes to make the following submissions with regards to the proposed new tariffs;



Cape Town: 19A Lakeshore Drive, Capricorn Business Park, Muizenberg | +27 87 980 9986

Johannesburg: Unit 19/20 Rambo Junction, 400 Roan Crescent, Corporate Park North, Randjies Park, Midrand | +27 87 980 9994

Registered Office Durban: 43 Island Circle, River Horse Valley, Durban | Postnet Suite #10, Private Bag X504, Northway 4065 | +27 10 020 0410

Wayleave fees for work done on public roads published by City of Tshwane for comments and Link Africa's submission indicated in RED		With effect from 1 July 2019 until 30 June 2020	With effect from 1 July 2020 until 30 June 2021	Submission by Link Africa
		Total (VAT included) R	Total (VAT included) R	Total (VAT included) R
Wayleaves fees				
Processing of a wayleave application (all three stages as per EWMS)	Per wayleave	2,110.00	2,220.00	0.00
Lane rental (street links between intersections, excluding intersections)	FEE per day	70.00	75.00	0.00
Lane rental (per intersection per day or part thereof)	Street link/day	10,128.00	10,700.00	200.00
Processing of application to close a road for construction purposes	Per road closure application	2,278.00	2,400.00	200.00
Fees and tariffs for wayleave applications for electronic communication network (ECN) utilities				
Fee: Processing wayleave application for network construction connecting Hub; Node and Cell Towers.	Per Wayleave application	15,000.00	15,800.00	1,800.00
Fee: Microtrenching Wayleave applications	Per Wayleave application		15,000.00	1,800.00
Fee: Access Build ECN	Per Wayleave application		5,000.00	1,800.00
Fee: Multiple site specific applications for ECN in one township	Per Wayleave application		8,000.00	3,500.00
Refundable security deposit for ECN: per application	Per Wayleave application	263,750.00	278,000.00	100,000.00
Bank Guarantee for refundable security deposit: Five applications or less : a bank guarantee can be submitted to the value of R 2, 000 000.00. The guarantee can only expire after after all completion certificates correctly signed are handed in.	Five (or less) applications in one financial year		2,000 000.00	500,000.00
Bank Guarantee for refundable security deposit: More than Five applications : a bank guarantee can be submitted to the value of R 3, 000 000.00. The guarantee can only expire after after all completion certificates correctly signed are handed in.	More than five applications in one financial year		3,000 000.00	1,000,000.00
Fee for utilising sewer and storm water systems for ECN: per kilometre per annum	Per kilometre per annum	1,055.00	1,110.00	1,000.00
Fee for laying ECN in the public road reserve: per kilometre per annum	Per kilometre per annum	211.00	220.00	0.00
Fees for extension of time not approved in terms of the general conditions of contract				
Lane rental (street links between intersections, excluding intersections)	Per day or portion thereof	2,532.00	2,700.00	0.00
Lane rental (per intersection)	Per day or portion thereof	20,256.00	21,300.00	0.00
Exclusions for tariffs, but not for extension of time				
1. All City of Tshwane departments				
2. All national departments				
3. All provincial departments				
4. Link Africa due to executed SLA				

The reasons for the above submissions and its contents is because, In August 2017 Link Africa concluded a "*Service Level Agreement of Wayleave Agreement*" ["the SLA"] with the City of Tshwane Metropolitan Municipality ["COT"].

1. The purpose of the SLA was to regulate, for the period of **twenty (20) years until 2037**, all aspects of the installation by Link Africa of its fibre optic cable in COT's sewer and storm water networks ["the Cabling Route"], and Link Africa's ongoing access to the Cabling Route for purposes of repairing and maintaining its fibre optic cable and related equipment ["the Link cable"].
2. In recent discussions between Link Africa and COT the question has arisen whether, in terms of the SLA, Link Africa is excused from payment of certain fees and deposits which might otherwise be payable.

3. This letter contains Link Africa's position in as far as the two issues are concerned.

4. IS LINK AFRICA LIABLE TO PAY SECURITY DEPOSITS?

4.1 The SLA refers to COT's "*Work in the Public Road Reserve By-Laws*" promulgated in February 2014 as Local Authority Notice 217 ["the Wayleave By-Laws"].

4.2 The SLA stipulates, at clause 2.1.2, that Link Africa must "*comply with the Wayleave By-Laws and all requirements of (COT) insofar as excavating and reinstatement of trenches whilst installing or removing (the Link cables)*" [my emphasis].

4.3 The Wayleave By-Laws, in section 912, stipulate that applicants for wayleave to carry out work in COT's public road reserve will be expected to pay a "*security deposit*" in connection with such work.

4.4 The question is whether the effect of the SLA is to excuse Link Africa from paying security deposits in relation to its periodic work along the Cabling Route.

4.5 In my view the answer to that question is yes, for the reasons (among others) set out below.



4.6 Although the purpose of the “*security deposit*” is not stated expressly in the Wayleave By-Laws, it is self-evident from the expression “*security deposit*” that its purpose is to protect COT from loss or harm arising from work done by applicants in the road reserve.

4.7 It is clear from the SLA that there is no need or requirement for Link Africa to pay any security deposit because the SLA contains various provisions which protect COT from any loss or harm which might arise from work done by Link Africa along the Cabling Route.

4.8 For example:

4.8.1 In clause 2.1.1 of the SLA, Link Africa undertakes not to damage the property or infrastructure of COT or any third party.

4.8.2 In clause 2.1.4 of the SLA, Link Africa undertakes to make good and repair any such damage which it may cause.

4.8.3 In clause 2.1.13 of the SLA, Link Africa agrees to pay the costs of repairs and maintenance carried out by COT arising from Link Africa’s work along the Cabling Route.

4.8.4 In clause 8 of the SLA Link Africa provides COT with a comprehensive indemnity.

4.9 Therefore, as I have said, the provisions of the SLA make it clear that no security deposits need be paid by Link Africa, since the SLA covers COT against all risks of loss or harm. Security deposits are necessary only where the applicant for a wayleave has not already concluded such a comprehensive SLA with COT.

4.10 It is clear from a reading of the Wayleave By-Laws as a whole that :

4.10.1 It is not compulsory for COT to require every applicant for a wayleave to pay a security deposit.

4.10.2 It is open to COT to excuse a particular applicant from paying a security deposit, particularly if other arrangements (such as a comprehensive SLA) have been made for the protection of COT.

4.10.3 Link Africa would like to reiterate that it is insured with the Public liability, as such, this should give the COT reassurance.

5. IS LINK AFRICA LIABLE TO PAY PROCESSING FEES?

5.1 Section 9.1 of the Wayleave By-Laws stipulates that an applicant for a wayleave may be required by COT to pay a "processing fee".

5.2 The question is whether the effect of the SLA is to excuse Link Africa from paying such processing fees.

5.3 It is clear from a reading of the Wayleave By-Laws as a whole that the purpose of the processing fee is to pay the costs incurred by COT in considering the nature and venue of the work sought to be done by the applicant, and the status and standing of the applicant.

5.4 In the case of Link Africa, no processing fee is necessary because the SLA, in clause 2.2, already grants Link Africa "free and undisturbed access" to the Wayleave and the Cabling Route "at all times for purposes of the installation or removal of Cabling".

5.6 It is clear from a reading of the Wayleave By-Laws as a whole that:

5.6.1 It is not compulsory for COT to require every applicant for a wayleave to pay a processing fee.

5.6.2 It is open to COT to excuse a particular applicant from paying a processing fee, particularly in a case like Link Africa where its relationship is governed by the SLA

6. In conclusion, based on our thorough review of the SLA, is that the SLA excuses Link Africa from paying security deposits or processing fees in relation to any work done.

We trust that the above is in order and look forward to your further responses herein.

Yours faithfully



Terence Moodley (COO)
Link Africa (Pty) Ltd

Comment 15: France Koopedi – 18 June 2020

From: France Koopedi
Sent: 18 June 2020 13:39
Subject: IDP Comments

Sanitation Tariff

Indigent formula is $6kls \times 98\% \times R8.21 = R48.27$. They pay 2% before they consul water for month plus estimate. The system cannot divide estimates for more than a month. The ctmm must stop to use one policy to defend their poor performance. It says Meters will be read monthly but should any meter be inaccessible or unreadable for what ever reason, the consumption in respect of that particular month Will be determined in accordance with the stipulation of the Municipality by laws for the supply of water and electricity. Ctmm must be to tell how are inaccessible, unreadable, If is financial or human resources constraints or circumstance beyond their control that should be reported to moyoral committee or the council, not take 9months as they did in 2019 in Soshanguve. If that can be resolved we won't have permanent arrears.

Regards

Koopedi FM

Comment 16: Hilgard Neethling – 19 June 2020

From: Hilgard Neethling
Sent: 19 June 2020 11:05
Subject: MTREF Comments

Good day,

herewith my comments on the 2021 budget:

as per 4.2 of the report Budget principles and guidelines

- Inflation estimates are 4.5% & 4.6%
- The expected economic growth of 0.9% for 2020 is wishful thinking. we will see a massive decline and we will only start to see the repercussions in the next 3-6 months.

Based on the above alone, how can a salary increase of 6% for all staff applied? Many people in the city has lost their jobs or has seen reduced income. Some jobs didn't get increases and other only applied inflation. The public sector should not be benefitted at the expense of the larger public. A salary increase of 4.5% is proposed.

Many of the Tshwane employees had been at home during this time with FULL pay whilst the rest of us had to be content with a UIF payment.

The Tshwane Municipality has wasted Billions with illegal tenders and works on various projects - and no one has been prosecuted or asked to pay back the money. Ratepayers should not stand in for the shortfall!

All services increases proposed are far above inflation.

I also do not approve of the R120.00 water access fee per month! This will add an even greater pressure on consumers. Many millions of liters of water go wasted due to leaking pipes and wrong pressure. this can be recovered in savings.

sincerely
Hilgard

Comment 17: James B Theron – 19 June 2020

From: James B Theron
Sent: 19 June 2020 11:07
Subject: DRAFT PROPERTY RATES OBJECTION

Good day

It is obvious that your draft property rates policy was compiled pre- Covert

Covert 19 is having a devastating effect which will last for many years on the economic situation of tax payers

Companies (Sasol and many others) have reduced salaries in excess of 30% , in many cases 50% and even 70%. Many jobs have been lost resulting in no income for the foreseeable future.

Property values are drastically reduced since there will be very few buyers in the market and the latter will be over supplied.

Studies done suggest a reduction in property prices of 15% before Covert and a further 10% to 20% as a result of Covert. This is not reflected in your valuations. Prices will not recover in the next few years

Your valuations are unrealistic

I will lodge a specific objection relating to my property by 26 June 2020 at 12h00 as published

However I am over 70 , in lockdown and wish to submit my completed objection form electronically . Please send me the required email address since I will not be able to deliver it in person

Regards

J B Theron
jamesbtheron@gmail.com
082 415 0308
698 Corinne Str Garsfontein

Comment 18: Werner Hauger – 19 June 2020

From: Werner Hauger
Sent: 19 June 2020 11:19
Subject: MTREF 2020/21 Comments

Please find comments attached.

W. Hauger

W.K. Hauger
193 Odendaal Street
Meyerpark 0184
Pretoria

16 June 2020

Ms Stephani Botes
Tshwane House
320 Madiba Street
Pretoria

Comments on Draft 2020/21 MTREF (and related tariffs)

I wish to comment on the proposed water and sanitation tariffs for the period 2020/21. Specifically I want to focus on the new network availability charge and the corresponding zero charge for 9kl.

1. The network charge is severely punishing single persons and older couples who don't use much water per month. It is also punishing any family that has achieved big water savings. If one is paying on average R100 per month for water and sanitation, then this network charge of R190 is an almost 100% increase. That is nowhere near the claimed 6% increase.

It is bad enough that such users are already punished with the 98% sanitation charge they have to pay for low water usage, when they are actually reusing grey water in their gardens or elsewhere, instead of letting it flow down the drain. In many municipalities, 75% is the standard return percentage that is generally applied for waste water. However, in Tshwane, only when using above 20kl, does one get charged at that percentage.

2. The combination of the fixed network charge and the zero charge for 9kl of water is effectively encouraging the wastage of water by anybody who uses less than 9kl. Why would anyone continue to save water, if they are forced to pay for 9kl as a minimum? Some users wintertime usage can be as low 2kl to 3 kl per month. What are they going to do with the extra 6kl? Water the dead grass? Put a hosepipe out into the driveway and let the water run down the street (to ensure they achieve the 98% return flow they have to pay for)?

3. Network availability implies that the network is actually working well. In our suburb, the digger can be seen driving once or twice per week to go dig up some leaking water pipe for repairs. Every time this leads to shorter or longer periods of low water pressure/no water, depending on how close the water was turned off. That means during those times, the network is not

available and therefore the municipality needs to compensate the consumers for the downtime. This is going to be an administrative nightmare for the municipality that is probably going to cost more than the actual compensation credits issued. However, this is what the Consumer Protection Act (CPA) is going to require, just like it is the case for the Telkom network that also has a fixed line charge.

The point that is going to be raised to say that the new network charge is introduced precisely to finance the replacement of such old water networks is null and void. Firstly, this money is not ring-fenced for this purpose, but dumped into the normal income pool. Secondly, the way the regions of the city are set up, means that even though a region might be allocated money for the repair and maintenance of the water network, all the money can go to a single project in one location and leave the rest of the city without any budget.

Only R50.1 million has been budgeted for the replacement of worn-out network pipes in the 2020/21 financial year for the whole city. It is probably going to cost half of that just to replace the remaining rotten pipes in my suburb (just one half of the suburb, as the other half had its pipes replaced more than 10 years ago already). However, R230 million has been allocated for new water provision. So why is the expected income from water and sanitation of R6.8 billion (minus the water supply cost to Rand Water) used for everything else? How many million Rand have been spent on repairing the same leaking pipes in the same locations in my suburb in the last 10 years? How many kilometres of pipes could have been rather replaced with that money? So continued water wastage through known rotten pipes older than 40 years is enabled by the 2020/21 budget.

I would go so far as to say whoever came up with the budget items relating to water and these new water tariffs and fixed network charges should be charged criminally and prosecuted. Encouraging and enabling the wastage of water in a water scarce country in a city that complained in public about how the water allocation received from Rand Water will not be increased in the next 10 years despite the expected growth of the population, is unforgivable and should be punished.

Werner Hauger

Comment 19: Ronel van Coller – 19 June 2020

From: Ronel van Coller

Sent: 19 June 2020 11:37

Subject: Emailing: IDP comments 08062020 rvc rd (rvc 18 06 2020) rd 19062020 (final clean copy)

To whom it may concern,

Kindly find attached hereto comments on the draft IDP and the draft MTREF for your attention.

Regards

Ronel van Coller
(082 413 9260)

05.14.2020 ITEM 1.1.1 COT IDP PROPOSED REVISION FOR 2020/21 AND SDBIP SCORECARD; AND

05.14.2020 ITEM 1.2.2 DRAFT 2020/21 MTREF FOR COT

COMMENTS FROM RAINBOW JUNCTION DEVELOPMENT COMPANY (PTY) LTD – (“RJDC”)

PART 1

BACKGROUND SUMMARY OF RAINBOW JUNCTION DEVELOPMENT’S ALIGNMENT WITH IDP

The City of Tshwane has 3,31 million residents and is divided into 7 Regions;

Of these Regions, Region 1 (which is closely connected to Region 2 economically), has the highest population density in Tshwane and the 3rd largest unemployment rate out of all the Regions, being 31,0%.

Adding this to the Unemployment Rate of Region 2, which was measured as 26,9% in 2017, these Regions combined, house 57,9% of the City’s unemployed. Coupled with the recorded poverty levels of Regions 1 and 2 (51,7 and 44,9%, respectively) it is clear that economic growth and its accompanying job creation, is desperately needed to ensure that these high poverty levels are reduced as soon as possible.

The City’s Integrated Development Plan (IDP) is intended to provide strategic direction and operational planning to the City by addressing emerging developments.

The Constitution of South Africa, commits government to take reasonable measures, within its available resources, to ensure that all South Africans have access to adequate housing, health care, education, food, water and social security, which can be achieved through development orientated planning.

It is in terms of Section 152 of the Constitution of the Republic of South Africa, read with the extensive empowering legislative framework (the Municipal Systems Act, the Local Government: Municipal Finance Management Act, etc.), the objective of Local Government, to ensure the provision of services to communities in a sustainable manner, promote social and economic development (A Re Yeng & Apies River investments unlock the potential for Rainbow Junction to ignite development, which in turn builds up the City’s rates base – generates higher revenue from Rates & Taxes for the City), and amongst other objectives, to promote a safe and healthy environment.

The IDP must reflect –

- The municipal council’s vision for the long-term development of the municipality.

Three strategies play a key-roll in achieving this goal:

- ✓ Stabilisation – generating new revenue sources (or increased revenue sources) through the advancement of economic development;
- ✓ Revitalisation – ensuring urban regeneration; re-prioritizing the budget on infrastructure backlogs; and creating efficiencies in planning applications (The recently instated SUD Process of the City, which identifies strategic projects to unlock economic, socio-political and development objectives of the City, is a strategy which will allow for re-prioritizing of infrastructure roll-out and its associated budgets);

- ✓ Delivery – roll out long term service delivery plans; proposed capital projects must be feasible and ready for implementation; business plans must address service delivery priorities; Align development programmes with Provincial strategies – to ensure an integrated approach towards developing Tshwane’s communities;
- Any development initiatives in the municipality, including infrastructure, physical, social, economic and institutional development;
- The Council’s development strategies – (for eg. SUD process which supports those projects which satisfy the criteria of the Council to qualify for such status);
- A spatial development framework for the municipality;

The City’s Guiding Vision, its Strategic Intent is set out in the 5 Strategic Development Pillars of the City, which in turn guide the long-term planning of the City, whilst taking into account, changing development trends especially due to the Covid-19 Pandemic.

It is imperative that the following become the focus for the City –

- The facilitation of economic growth and job creation, by –
 - ✓ creating opportunities, which will make it easier to do business within the City and with this consider the cost of doing business with the City. The proposed new tariffs must take into consideration the effect of the Covid-19 Pandemic on the Economy; ensure that there is a balance between the creation of new infrastructure vs the repairs and maintenance of existing infrastructure (the latter of which includes the completion of subsequent phases of infrastructure projects split into such – towards completion);
 - ✓ ensuring security of infrastructure services, within the economic nodes thus enabling job creating investment, to be attracted and retained in the City;
 - ✓ Improving the overall cost for doing business in the City will ensure the City remain competitive in the economic development environment;
- Promoting inclusivity – through the promotion of *inter alia* safe, reliable and affordable public transportation, with emphasis on integration with, and enablement of Transit-Oriented Development, which is a National Policy imperative. This in turn supports the objective of densification;
- Delivery of excellent services and protection of the environment – sustainable provision/allocation of resources to implement the IDP; Rainbow Junction, through its planning strategies and the implementation of the Apies River Rehabilitation and Storm Water Infrastructure Project (as supported by Council through Resolution, dated 2 May 2018, the First Phase of which is now nearing successful completion), provides a solution to not only protect the environment but also rehabilitate some of the worst degrading of the environment along an important City Blue-Way.

THE APIES RIVER INFRASTRUCTURE PROJECT, INCLUDED IN THE CITY OF TSHWANE’S DRAFT IDP, falls neatly within these objectives –

The provision of the Western Embankment of the Apies River Infrastructure, as a phased Bulk Storm Water Infrastructure Project, will provide much needed services to the community, will promote both social and economic development in the City’s *Zone of Choice* (Rainbow Junction is recognised as an Integration Zone project), and will create a safe and healthy environment for the citizens of the City –

- a) The provision and finalisation of this Bulk Storm Water Infrastructure is long overdue and the communities along this stretch of the Apies River have over the years experienced immense property loss during flood conditions. The lack of a sustainable

infrastructure solution has further delayed the development of the economic potential of this portion of the City's *Zone of Choice*;

- b) The implementation of the first phase infrastructure plan (the Western Embankment) in 2019/2020, was implemented in tandem with the Apies River Rehabilitation Plan, and together this provides for –
- i) Sustainable Flood Control (including infrastructure protection);
 - ii) Stabilisation of the historically erratic flood lines;
 - iii) Removal of illegal rubble dumped in the river, and the prevention of future illegal activities (dumping and building) in the natural environment (the riverbed);
 - iv) Removal of invasive, alien plant species; and
 - v) Prevention of the ecological degradation of the River and surrounding natural environment.

Further, the Apies River is, according to the Tshwane Open Space Framework (TOSF), a "Blue-way of Metropolitan Importance" and serves a critical network function in terms of the said Open Space Framework. Implementation of this first phase, now nearing completion (despite Covid-19 lockdown delays), will further the City's objectives to create a sustainable City wide, inter-connected natural environment.

The City of Tshwane, in terms of their constitutional mandate, has taken responsibility for the provision of this external bulk infrastructure required for unlocking economic developments within their area of jurisdiction.

The Second Phase of Apies River Storm Water and Rehabilitation Project is now required and is ready for implementation. Phase 1 is nearing successful completion, budget has been allocated and will be paid to RJDC by 1 July, as per the signed Service Agreement, dated 6 May 2019.

Regarding Phase 2, all processes are completed, the in-principle approval for Council to implement the entire project, has been achieved. The remaining actions required is provision of budget in the 2021/2022 budget year, through the City's report system.

PERFORMANCE MANAGEMENT FRAMEWORK

It is important to align the planned proposals of the City to its Performance Management Framework – by high-lighting the strategic pillars and priority areas and ensuring that this infrastructure implementation, complements infrastructure projects planned by the Provincial and National Authorities, to better unlock the stated 5 pillars of Economic Growth, Job Creation, Inclusivity, Effective Service Delivery and the Protection of the Environment.

Ultimately the effectiveness of Inter-Governmental Relationships are measured by the extent to which it adds value to effective service delivery, development and creating economic growth opportunities and jobs within its Cities and Regions –

It is stated in the Report at the conclusion of Chapter 4 that the City is awaiting a list of projects from their IDP Provincial Counterparts which shall be included into the IDP - **this list must also be subjected to public participation for comments before its final approval by whomever need to make such a decision.**

WE WOULD THUS PROPOSE THAT THE FOLLOWING BE TAKEN INTO ACCOUNT IN THE FINALISATION OF THE IDP:

- The provision of funding for public infrastructure which will unlock 'catalytic projects', as Rainbow Junction is defined. There are two critical infrastructure projects that require funding –
 - ✓ the Apies River Storm Water and Rehabilitation Project (Phase 2); and
 - ✓ a section of the K14 link between Sefako Makgato and Rachel de Beer street (a Gauteng Roads and Transport project, with associated Tshwane infrastructure components).
- Under the heading of 2017/2018 City's Priority Areas: Strategic Framers; we note that Rainbow Junction is not included in these economic nodes, even though it is defined as an emerging and economic node in the RSDF. The IDP and the RSDF need to be aligned. Rainbow Junction should be noted under economic nodes for this reason, as well as for the reason that a major transport interchange runs through the node. It is also identified as an Integration Zone.
- K14 link as mentioned above is important, and needed for the success of Wonderboom Modal Interchange, and indeed that portion of the A Re Yeng (Hector Pietersen Station), which require several road infrastructure upgrades linking with the K14 Bridge Link. This A Re Yeng Terminal is the largest of the three terminals in the City. Thus, we request again that this section of the municipal road infrastructure which links with the K14, be placed on the IDP.
- In addition, under Focus Areas, 'Improvements on public transport systems and services: Wonderboom Airport', the K14 is a critical link between these, including current planning on the K97 which presumes the presence of the K14 link in its motivating documentation.

The Draft IDP further promotes the development of an Integrated Rapid Public Transport Network (IRPTN) –

"The City's IRPTN makes provision for the roll-out of a public transport network which aims to link underserved townships with urban cores – a strategy that aligns with the Urban Network Structure. This concept of linkage is expanded by the City by encouraging development along the IRPTN by means of densification and compaction. In essence this approach aims to –

- enable fruitful spending;*
- discourage sprawl;*
- secure land value;*
- optimise urban infrastructure usage;*
- stimulate economic activity in areas with economic potential; and*
- conserve valuable agricultural land.*

The IRPTN identifies these linkages and are referred to as activity corridors. The urban network structure interprets the concept of activity around linkages between places of residence to economic nodes by defining the said area as integration zones. Development along the integration zone is ideal from the City's perspective, but also holds various and diverse advantages for Tshwane citizens and users.

To realise the ideology of the Urban Network Structure as a remedy for the dispersed, underserved, deprived residue of the apartheid urban network structure and to unlock economic opportunities, the City must stimulate development along activity corridors, i.e.

the integration zones. However, the City is constrained financially and should prioritise investment in the integration zones."

The Rainbow Junction Development underwrites this vision and is designed to work in harmony with the City's preferred development strategy.

There is an opportunity in this IDP and Budget Process, to provide for the funds required.

**NEW PUBLIC INFRASTRUCTURE INVESTMENT ALIGNED WITH RAINBOW JUNCTION
140 HECTARE MIXED-USE ECONOMIC NODE (TRANSIT-ORIENTED DEVELOPMENT):**

- 1. GAUTENG PROVINCIAL GOVERNMENT
K14 BRIDGE LINK ACROSS THE APIES RIVER WITHIN THE CITY OF TSHWANE**
- 2. CITY OF TSHWANE
PHASE 2 APIES RIVER STORM WATER AND REHABILITATION PROJECT**

The complete project involves the building of a new section of the K14 Road (Sefako Makgatho Drive – previously Zambesi Drive) extending across the Apies River to the west, to be linked with Rachel de Beer Road west of the Apies River (approximately 1.0 km long, including a bridge of approximately 130 m). A critical Road Link for the Development of the City of Tshwane's 'Zone of Choice' (This Zone was identified in 2004 as a focus area for strategic investment).

The City has identified The Zone of Choice in the City's Regional Spatial Development Framework (RSDF) as being a region strategically positioned between the historically fragmented northern and southern economies of the Capital City, with the potential to ignite and expand growth, job creation and alleviate poverty.

Approximately 57% of the population of the City resides north of the Magaliesberg, with only 21% of the job opportunities being provided in this region. The average spend on commuter transport in this region is up to 70% of salaries earned, due to long commuting distances to job opportunities to the south and the east.

The need to ignite extensive economic growth to the north, to knit together the southern and the northern economies and grow the opportunities for job creation in the north, and for such growth to be ignited by infrastructural investment, has culminated in the identification of the Zone of Choice.

The K14 is a continuous major arterial, stretching from Hartebeespoort Dam in the east to Ekandustria/Ekangala in the west across the full width of Gauteng Province, with one missing link, being the bridge across the Apies River between the K97 (east) and the new A Re Yeng Station at Wonderboom Station and the mixed-use private sector development at Rainbow Junction.

Currently traffic diverts to Provincial Road K8, further north, or to Lavender Road the latter of which has a limited capacity of 1421 vehicles/hour (two-way total) and leads to severe congestion at the Wonderboom Poort.

The City of Tshwane is not in a position to construct the Lavender Road bridge across the Apies River to increase the capacity of the R101/Lavender Road Junction.

This new K14 Link is therefore essential and is required to distribute commuters from Wonderboom Station and the A Re Yeng Station at Rainbow Junction.

Without the K14 Bridge Link, the City remains fragmented with the existing road network under pressure. The regional road network remains congested with no means to unlock this major economic development node and its associated socio-economic benefits.

The absence of the Bridge Link restricts the development of effective public transport corridors, including the City's BRT feeder routes and long passenger walking distances to the Wonderboom Modal Interchange, remain.

PART 2

REQUIREMENTS FOR INCLUSION INTO IDP AND BUDGET (05.14.2020 ITEM 1.2.2 DRAFT 2020/21 MTREF FOR COT)

1. The City of Tshwane needs to implement the next Phase (2) of the Apies River Stormwater and Rehabilitation Project simultaneously with the GDRT implementation of the K14 Apies Bridge link:

Over the past century the varying demands from the agriculture, industry, commercial and housing sectors and their associated infrastructure improvements placed heavy demands on the on the Apies River Corridor. The cumulative effects of these activities and past environmental ignorance have resulted in significant changes to both the river corridor and the ecosystem. These changes include habitat destruction, loss of water storage capacity, altered flow regimes, water quality degradation, physical and structural changes to river morphology, and decreased aesthetic quality and recreational opportunities.

In this context the rehabilitation of the Apies River has been in the planning for nearly 20 years. The first phase of rehabilitation finally commenced in June 2019 as part of the bulk services agreement between the City and RJDC.

The first phase is the rehabilitation of a 1,3 km section of the river south of the Rosslyn Bridge. The construction phase focused on the removal of illegal dumping, the restoration of the river bank profile, bioengineering protection and revegetation. The project is current in the initial 6-month growing-in phase and this will be followed by a further 2 years maintenance to help the river get back to a state of dynamic equilibrium.

The project already saw drastic and dramatic changes in the river surrounding environment. It is imperative that the City builds on the gains already made by implementing the 2nd and final phase of the Apies River rehabilitation project. This phase will complete the rehabilitation from the Phase 1 end point for a further 1,6 km south up to the Lavender Road Bridge in the south. The project is ready for implementation in September 2020 for a total estimated cost of R95,000,000 (Excluding VAT).

**APIES RIVER STORM WATER AND REHABILITATION
PROJECT TO BE DELIVERED BY RJDC – Council Resolution
May 2018**



**PHASE 1 CONSTRUCTION COMMENCEMENT JUNE 2019-
COMPLETION DUE JUNE 2020**
Rainbow Junction Development Company (Pty) Ltd is to deliver
Phase 1, to be financed by City of Tshwane according to Service
Agreement. Council decision May 2018 and budgeted in July 2018.
Phase 1 cost R50.5m – budgeted by City of Tshwane (July 2018)
Phase 2 cost R95m – still to be budgeted by City of Tshwane

- **Phase 1 will be completed by the Rainbow Junction Developer on behalf of the City on 30 June 2020;**
- **Detail Planning for Phase 2 is near completion and now needs to be implemented – the cost is determined to be R95 million (excluding VAT);**
- **Phase 2's start date is estimated for September 2020, assuming funding and approvals are secured;**

IMPORTANTLY:

- **This Phase 2 will enable the K14 Bridge Link across the Apies River.**

This is the final Phase of the Project, estimated at a total cost of R95,000,000 (excluding VAT), and is ready for implementation in September 2020. Service Report submitted to the City's Storm Water Division in April 2020, in terms of Council Resolution dated 31 May 2018, read with Mayoral Committee Resolution dated 2 May 2018.

Apart from securing the funding, this Project is ready to commence.

It is therefore proposed that the City, strongly consider the inclusion of the required funding for the Phase 2 Apies River Rehabilitation and Storm Water Infrastructure Project in this next Budget year, being the 2020/2021 Budget.

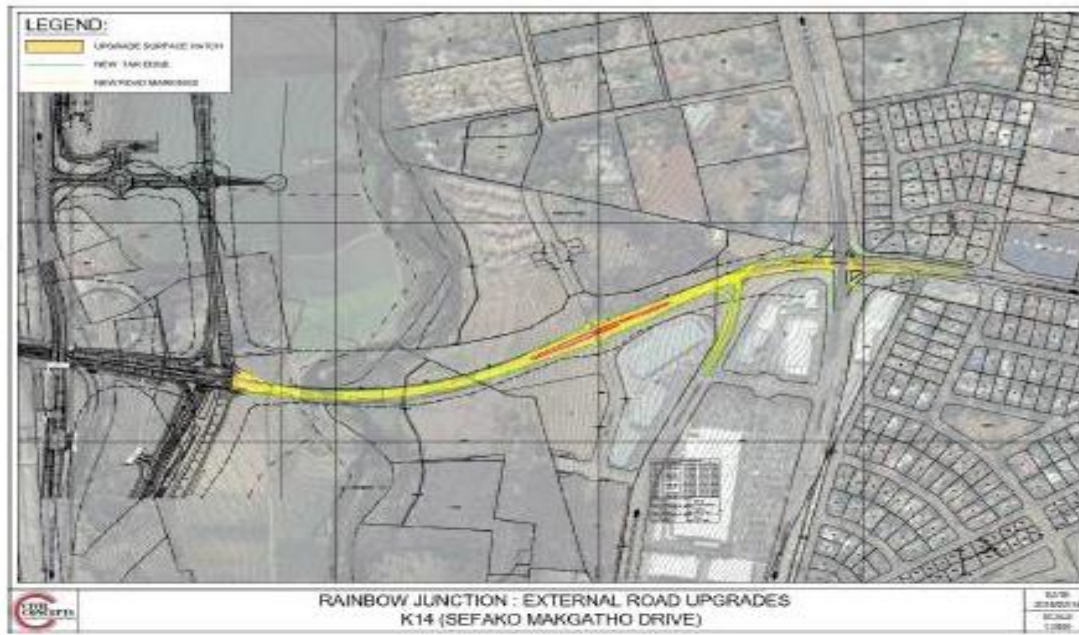
**APIES RIVER STORM WATER AND REHABILITATION
PROJECT
CITY OF TSHWANE
K14 APIES RIVER BRIDGE LINK
GAUTENG PROVINCE**



- A secured flood line with engineered solutions to reverse previous degradation of the River, stretching from the Lavender Road Bridge in the south up to the K8 Bridge in the north (see diagram)
- A rehabilitated riverine area to be incorporated into a strategic economic mixed-use node INCLUDING A MAJOR TRANSPORT INTERCHANGE AND A RE YENG TERMINAL OF CITY OF TSHWANE
- 35ha public and private open spaces (to replace the current environmentally damaged, physically dangerous and publicly inaccessible floodplain);

GAUTENG PROVINCE TO IMPLEMENT THE K14 APIES RIVER BRIDGE LINK, WHICH UNLOCKS THE DOOR TO:

- The final link of a continuous major arterial from Hartebeespoort Dam in the west to Ekandustria/Ekangala in the east, with impact on the important Rosslyn node, the planned Pyramid Freight Hub, and indeed across the full width of Gauteng Province



This link is a critical element of the integrated transport and land use system in the “Zone of Choice” in the northern part of the City of Tshwane, and works together with the other planned K-routes in the Zone of Choice to open up the region for ease of movement and to stimulate economic development.

The scope of the works to be undertaken by the Department in terms of the construction of the K14 Bridge Link (four lanes) includes the following:

- Establishment on site.
- Construct the K14 Bridge Link including the road extension towards its link with the existing Road (K14 Sefako Makgatho Drive) - two traffic lanes.
- Relocate various existing services.
- Construct a sidewalk for pedestrians to access the A Re Yeng and modal interchange facility on the western embankment.
- Road lighting for the entire road.
- Road signs and markings.
- New traffic signals at all intersections.
- Finishing of the road and road reserves.
- Removal of site establishment at completion.

The Private Sector Developer (RJDC) will contribute to this project in the following manner:

- Undertake the Project Initiation Report process with the GDRT (completed October 2018);
- Obtain environmental authorisations, which include the amendment of the current Record of Decision to allow for the re-engineered bridge design and the required Water Use License. (Achieved 4 March 2019 and 5 March 2019, respectively);
- Survey works;
- Geotechnical investigations;

- Detail design and tender of the required road section, including the bridge design over the Apies River;
- Documentation and procurement services;
- Construction supervision and management – the developer will contribute its portion of the cost related to the incremental construction cost noted below;
- The incremental construction cost applicable to the provision of the additional two lanes required for the developer’s project; and
- Road markings for the additional lanes.

The cost of the Project as it was determined in 2018, can be summarised as follows:

	Gauteng Department Roads and Transport	Private Sector Developer	Total
New section of the K14 Road (Sefako Makgatho Drive (approximately 1.0 km long, including a bridge of approximately 130 m))	R 159 060 222.00	R 57 370 926.00	R 216 431 148.00

The proposed new K14-Link is the most centrally positioned access alternative in the development node and is the preferred option.

The proposed new road follows the existing published route of the Provincial Road, and is to be implemented within the proclaimed road reserve for which the Department had already paid compensation to the affected land owners – land acquisition is therefore not an additional requirement to implement this access route. There is no reason to deviate from this part of the Department’s Strategic Major Road Network, which is complemented by the City of Tshwane’s Roads Master Plan.

A portion of this planned road has recently been constructed by the City of Tshwane as part of A Re Yeng (BRT) operations – from the Rachel de Beer subway to the intersection with Rainbow Boulevard.

Implementation with due consideration to an optimized cross-section, addresses the economic viability of the Project, and the social impact on land owners are low.

The implementation of the Project provides the option for a more efficient public transport strategy, which include capital cost savings, operational cost savings and reduced travel time for commuters.

There remains no other alternative, but to implement the Project – the cost of doing nothing is from a socio-economic view point is not tenable, it creates enormous congestion and constrains economic development in this, the City of Tshwane’s Zone of Choice.

It is therefore concluded that the proposed new K14 Bridge Link over the Apies River is the preferred route, which will unlock the economic potential of this node and resolve the key issues of the Project –

- Accommodate the diversion of traffic from congested roads and major bottlenecks in the regional road network;

- Accommodate the traffic demand of a major economic development node with its associated socio-economic benefits;
- Accommodate public transport corridors including the City of Tshwane's BRT feeder and planned future strategic public transport corridors;
- Accommodate non-motorised transport, including passengers walking long distances to the Wonderboom Modal Interchange;
- Provide a strategic missing link in the Provincial Road Network – accommodating road and road based public transport; and
- Support cost saving and avoid abortive costs.

HOW THE K14 APIES RIVER BRIDGE LINK PROJECT WILL CONTRIBUTE TO THE ACHIEVEMENT OF THE GOALS OF THE DEPARTMENT AND THE PROVINCE.

Department and Province's goals include, stimulation of socio – economic growth.

Department and Province's goals as per ITMP 25 – Strategy 2:

The approval and implementation of the K14 Bridge Link will have the following benefits and contribute to the Department and Province's goals as noted herein –

Strategic:

- Elements of the Provincial Integrated Transport Master Plan and Strategic Major Road Network not yet constructed will be implemented and completed;
- Support public transport and the City of Tshwane's development of the A Re Yeng and Multi-Modal Transport Interchange at Wonderboom Station;
- Support the transfer of freight, from road to rail;
- Support the connection of critically important development projects, such as –
 - The Automotive Industry Development Center (AIDC)/Tshwane Automotive City (TAC) expansion into Rosslyn – this development is part of discussions with the Gauteng Department of Roads and Transport, pertaining to critical road links required therefor;
 - The Pyramid South Freight Hub – a Strategic Infrastructure Project 2 (SIP2) Freight Terminal with links to Rosslyn, Wonderboom National Airport and synergies with Rainbow Junction;
 - The Wonderboom National Airport – with increased industrial land potential for a mini-aerotropolis in the surrounding area;
 - The A Re Yeng and Multi-Modal Transport Interchange at Wonderboom Station – currently under construction. These facilities are formalising a decades old public transport interchange between rail, bus, taxi and now overlaid with A Re Yeng; and the Wonderboom Intermodal Facility at Rainbow Junction – the largest of 3 (three) A Re Yeng Terminals in the City;
 - Rainbow Junction mixed use Economic Node – a large private sector, mixed use development creating a new economic node for the Region; and

- Support Transit Oriented Development (TOD).

These projects have the potential of increasing job-creation opportunities in excess of 123,000 (one hundred twenty-three thousand), new permanent, direct and indirect jobs. The capital value of the expansion to the AIDC together with the capital investment values of the Rainbow Junction Developer alone are approximately R32 billion, into this northern economy.

The Rainbow Junction Project's complete roll-out in itself will add an estimated – 17,500 jobs to the City's Economy during the Construction Phase which will roll out over many years; and 27,500 sustainable jobs to the City's Economy in its Operational Phase.

In summary, the concomitant effect of the new K14 bridge link over the Apies River completing the east-west critical route north of the Magaliesberg impacts positively across all 5 catalytic and strategic projects. The completion of the K14 route by virtue of the remaining bridge link over the Apies River is critical to the infrastructure required to serve and stimulate all 5 economically important projects, to alleviate serious congestion in the area and to vastly improve access and utilization of the A Re Yeng and intermodal transfer facilities at Wonderboom Station.

Major Benefits:

- Provide capacity and alleviate congestion in the Region;
- Critical elements of the Spatial Framework and Integrated Development Plan of the City of Tshwane, such as the development and growth of the "Zone of Choice" will be given a critical boost;
- Promote the use of public transport, including more efficient access to provincial-wide commuter rail networks;
- Reduce road user cost with the beneficial result in savings in travel time spent by commuters; and
- Reduce the environmental impact of vehicle emissions.

DEVELOPMENTAL OBJECTIVES OF THE K14 APIES RIVER BRIDGE LINK PROJECT

Development objectives of the Project are summarised as follows –

- Supports the City of Tshwane's Municipal Spatial Development Framework, Integrated Development Program and the 2017 Regional Spatial Development Framework;
- Unlocks existing investment in infrastructure to provide a return on capital investment of Tshwane to the approximate amount of R 600 million in the Zone of Choice over the last 5 years, by the City by broadening the City's Rates and Taxes Base;

- Serves as a catalyst to unlock investment and development projects in the Region – Rainbow Junction, Rosslyn and the planned TAC Expansion, Pyramid Freight Hub, Wonderboom National Airport, and the A Re Yeng and Modal Interchange; and
- Supports transit-oriented development – K14 Bridge-link across the Apies River between the A Re Yeng Wonderboom Terminal and K97. (The City of Tshwane has partially constructed sections of this K14-link and the Rainbow Junction development will support the A Re Yeng project by providing structured parking for park-and-ride passengers (R120m capital cost) and delivering other value-added commuter benefits through best-practice Transit-Oriented Development Principles).

The K14 Project further holds the potential to unlock several socio-economic benefits –

- De-fragmentation of the Tshwane Metropolitan Area - northern and southern economies to be brought closer together;
- Directly linking the east and west of the City;
- Investment in infrastructure and business development in the Zone of Choice;
- Grow the economy (GDP) – the two private sector catalytic projects, known as Rainbow Junction and Rosslyn, respectively have the potential to contribute R12 billion and R19,5 billion to the economy;
- Create jobs and employment close to where people live – the job creation figures for the catalytic projects noted herein, excluding the A Re Yeng adds up to 123 513 (One Hundred Twenty-Three Thousand Five Hundred and Thirteen) Direct and Indirect, permanent jobs;
- Transformation and social integration;
- Support development objectives of the City of Tshwane in the Zone of Choice; and
- Initial indications are that, given the magnitude of capital investment in the Rainbow Junction mixed use development, the project could contribute in excess of R450 million annually to the metropolitan fiscus in the form of rates and taxes.

2. INCLUSION OF RAINBOW JUNCTION UNDER ECONOMIC NODES;

Under the heading of 2017/2018 City's Priority Areas: Strategic Framers; we note that Rainbow Junction is not included in these economic nodes, even though it is defined as an emerging and economic node in the RSDF. The IDP and the RSDF need to be aligned. Rainbow Junction should be noted under economic nodes for this reason, as well as for the reason that a major transport interchange runs through the node. It is also identified as an Integration Zone

3. THE WONDERBOOM AIRPORT

The Wonderboom Airport is identified in the IDP Report as a priority node as well as a spatial intervention node.

The City of Tshwane has identified the Airport as one of the Municipality's most important strategic assets and is currently completing a comprehensive development programme for the Airport, including an extension of the existing 1 829 meter runway to 2 750 meters, which will make it possible for a fully loaded Boeing 7373 to touch down at the airport, thus making it a destination for many international flights.

The airport, once upgraded to an International Airport, is expected to handle around 3-4 million passengers a year, in comparison to its current 20 000 passengers a year.

The inclusion of the Airport into the strategic projects to be ignited immediately and the approval of the supporting budget would increase the socio-economic benefits for this part of the City and its many job-seeking citizens.

It is noted that the necessary expansion of the runway at the Wonderboom Airport is not provided for in the budget. RJDC also notes that the airport came close to losing its licence to fly commercially this year. This valuable asset to the Capital City must not be neglected and mismanaged. The Capital City need to have an international airport – Tshwane is the home to the second-highest number of Embassies and Consulates in the world, national government departments, large numbers of education, research and development institutions and is the gateway to the north, leading into neighbouring SADC countries.

The application for international status had been supported through the ranks of government up to a point where the City stopped driving this impetus. The achievement of international status and accompanying infrastructure must urgently be prioritised again.

PERFORMANCE MANAGEMENT

The complex system of measuring performance as set out in chapter 9 of the IDP Report has no value in the current situation of political impasse. This also goes for the incumbent officials as well, especially now in light of the current economic crisis South Africa is facing due to the Covid-19 Pandemic.

The current situation with the City being under administration, created by the Tshwane Councillors and the political infighting is the main reason for not moving forward, delays and uncertainties are created – with no regard to escalating cost due to non-performance of Council members and Officials.

Final Court judgements are awaited.

The Apies River Storm Water and Rehabilitation Project, Phase 1, is an excellent example of service delivery as promised and more, illustrating clearly the potential power of delivery when the public and private sectors collaborate for the best outcomes, optimum pricing and the good of all the City's citizens.

FINANCIAL PLAN – 05.14.2020 ITEM 1.2.2 DRAFT 2020/21 MTREF FOR COT

National Treasury issued MFMA Circular No 98 on 6 December 2019 and No 99 on 9 March 2020 to guide the compilation of the 2020/21 MTREF. Some of the key issues high-lighted by the circulars are as follows:

- The declining economic growth which will be impacted further by the Covid-19;
- High unemployment rate and the impact on household ability to pay for municipal services;
- Expected economic growth is only 0,9% for 2020;
- The 2020 MTEF includes large reductions in planned transfers to municipalities; and CPI inflation estimates over the 2020/21 medium term are 4,5%; 4,6% & 4,6%.

A guiding principle to be considered when the budget is prepared is efficiency – where the principle of value for money (doing more with less, while prioritising service delivery), is

encouraged. Here the Apies River Storm Water and Rehabilitation Project is an excellent example –

The original budget for the complete implementation of the entire Project was estimated to be around R450 million, in 2008. Through value engineering and the commitment of RJDC to work with the City to successfully implement the Project, this cost has been drastically reduced to an estimated cost of R145,5 million (excluding VAT) for the entire Western Embankment of the Project at 2019/21 financial values.

A further guiding principle that must be considered is – tariff increases needs to be on par with projected CPI

Included below is a comparison of a few case studies of different development types and its related bulk service contribution as calculated based on the method statement available currently – compared to the proposed new tariffs for Roads and Storm Water Infrastructure, noted on page 429 of the Report, labelled **“05.14.2020 ITEM 1.2.2 DRAFT 2020/21 MTREF FOR COT”**, for which a call public comment was issued by the Tshwane Administrator, Mr Mpho Nawa.

It is clear from the comparison that this new proposed tariff calculation does not adhere to the guiding principle noted above since it translates to an increase of 54% for Roads and Storm Water combined, as opposed to the projected CPI of 4,5%.

BULK CONTRIBUTION COMPARISON 2020/2021										
NO.	DEVELOPMENT DESCRIPTION	LAND USE	EXTENT	ROADS CONTRIBUTION			STORMWATER CONTRIBUTION			PERCENTAGE INCREASE FOR ROADS AND STORMWATER
				2020	2021	% INCREASE	2020	2021	% INCREASE	
TYPE 1	NEW TOWNSHIP APPLICATION, LARGE MIXED USE DEVELOPMENT	EDUCATIONAL AND RESIDENTIAL 4	800 PUPILS/ 200 DWELLING UNITS	R 2 624 925,00	R 4 505 238,36	74%	R 173 743,70	R 535 246,00	205%	141%
TYPE 2	NEW TOWNSHIP APPLICATION, MEDIUM SIZE RESIDENTIAL DEVELOPMENT	RESIDENTIAL 4	200 DWELLING UNITS	R 967 125,00	R 348 061,59	42%	R 100 419,05	R 382 566,51	62%	52%
TYPE 3	TOWNSHIP SCHEME, SUBURBAN, SMALL SIZE RESIDENTIAL DEVELOPMENT	STUDENT HOUSING	71 DWELLING UNITS	R 65 290,00	R 82 969,84	27%	R 36 848,25	R 27 285,00	62%	49%

NO.	DEVELOPMENT DESCRIPTION	LAND USE	EXTENT	WATER CONTRIBUTION			SEWER CONTRIBUTION			PERCENTAGE INCREASE FOR WATER AND SEWER
				2020	2021	% INCREASE	2020	2021	% INCREASE	
TYPE 1	NEW TOWNSHIP APPLICATION, LARGE MIXED USE DEVELOPMENT	EDUCATIONAL AND RESIDENTIAL 4	800 PUPILS/ 200 DWELLING UNITS	R 2 738 881,48	R 3 912 828,24	5%	R 7 809 126,84	R 8 125 830,61	5%	5%
TYPE 2	NEW TOWNSHIP APPLICATION, MEDIUM SIZE RESIDENTIAL DEVELOPMENT	RESIDENTIAL 4	200 DWELLING UNITS	R 874 406,40	R 917 471,99	5%	R 1 816 089,66	R 1 905 076,89	5%	5%
TYPE 3	TOWNSHIP SCHEME, SUBURBAN, SMALL SIZE RESIDENTIAL DEVELOPMENT	STUDENT HOUSING	71 DWELLING UNITS	R 352 185,77	R 370 944,51	5%	R 176 205,56	R 184 506,54	5%	5%

It is stated in Annexure H17 of the noted report that *“Provision is made for land cost for the road network.”*, where the new tariff calculation is promoted.

This statement is not clear on whether the land cost of roads reserves obtained free of charge by the City when a new township is established, will be brought into the calculation – it is our submission that this land cost component should be brought into the calculation as a benefit to the township developer, (ie. should be deducted from the bulk service calculation costs payable by a developer for any and all new township developments), the land provided as roads has a financial value to the developer.

It is also not clear from the report, how this new calculation method, if approved will be implemented – it cannot be implemented retrospectively and cannot be made applicable to developments where the rights had been approved to date.

Further, it is stated in the IDP Report that existing contractual capital projects, such as the Apies River Phase 1 Project should be prioritised first, and based on this statement it is again requested that the budget allocation noted in the IDP Report for this Project –

Rehabilitation of the Apies River IDP Number: 712920 is a Storm Water Infrastructure Project and the Rehabilitation of one of Tshwane's significant Blue Ways, currently shown as –

Budget 2020/21	Budget 2021/22	Budget 2022/23
R11,925,018	R10,000,000	R20,000,000

be corrected to correlate with the approved budget recorded in the Special Council Resolution of 31 May 2018,

ITEM 2: 2018/2019 MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE CITY OF TSHWANE and the provisions agreed upon in the signed service agreement for Phase 1, for which provision for the payback of the total Phase 1 cost, being R50,5 million (excluding VAT) is provided for in the 2020/21 budget.

Departments	Project Name	Project Number	Funding Code	2018/19 Draft Budget	2018/19 Budget	Previous	Next
	Waterloo Tunnel Facility (Twin Tunnel Facility)			28,800,000			
	The design, supply, installation, operation and maintenance of an automatic side collector (ASC) by			12,870,814	10,000,000		
	Urban traffic control (UTC) system – A. Ra yang communication backbone and traffic signals			6,955,000	-	10,000,000	
	Line 2 BRT Station			-	-	50,000,000	
	BATH'S PASS/GRIN DRAGGOS			58,000,000	-	-	Tshwane Wide
	Waterloo Intermodal Facility			105,154,000	95,107,107	-	
Roads and Transport	Upgrading of roads and apparatus: sewerage systems in Botshangwe	712585	015	40,000,000	-	-	Tshwane wide
Roads and Transport	Upgrading of wastewater (sanitation)	712671	018	40,000,000	-	-	12, 19, 20, 21, 22, 23, 25, 29
Roads and Transport	Capitol/Recreation	712760	007	800,000	800,000	800,000	Tshwane Wide
Roads and Transport	Upgrade and replacement of all to heavy and lastkey lights, Fog lights, apron lights, security an	712884	010	2,000,000	-	-	50
Roads and Transport	Main Terminal Building, catwalk and other mechanical baggage handling equipment upgrade	712891	015	2,000,000	-	-	6, 50, 26
Roads and Transport	Upgrading of Road from gravel to tar in DUMOGAN/WIND 102	712893	018	12,000,000	-	40,000,000	102
Roads and Transport	Upgrading of Road from gravel to tar in DUMOGAN (Wind 105 and 104)	712894	018	12,000,000	-	40,000,000	105, 104, 104
Roads and Transport	Upgrading of Road from gravel to tar in DUMOGAN WIND 108	712895	018	20,000,000	-	40,000,000	108, 104, 105
Roads and Transport	Waterloo Junction and Rehabilitation of the Apies River (storm water bulk infrastructure)	712920	018	2,000,000	-	40,000,000	Tshwane Wide

Comment 20: Melissa van de Venter – 19 June 2020

From: Melissa van de Venter
Sent: 19 June 2020 11:52
Subject: Tariff Increases

Good Day

I am absolutely shocked and appalled at the proposed tariff increase.

The devastating circumstances we find ourselves in due to Covid19, I can honestly say that this will most definitely be the final nail in the coffin for many residents..

The current service delivery is non existent and I feel that an increase is not justified.

Regards

Melissa Van De Venter

Comment 21: Karel Maré – 19 June 2020

From: Karel Mare

Sent: 19 June 2020 11:47

Subject: RATES INCREASES

Hi,

An increase of 33% in the value of properties in Tshwane is not market related.

The value of properties certainly has not increased over the past few years or will not increase in the years to come by 6% per year.

I live in Wingate Park Pretoria.

Regards,

Karel Maré

Comment 22: Dominic Cull – Ellipsis Consulting - 19 June 2020

From: Dominic Cull

Sent: 19 June 2020 11:57

Subject: Draft MTREF 2020/21 Submission: FTTx Council Africa

Dear Stephani

Please find attached submissions on the City of Tshwane's Draft MTREF for 2020/21 prepared on the instructions of the FTTx Council Africa.

Please acknowledge receipt,

Regards

Dominic Cull

www.ellipsis.co.za

19 June 2020

City of Tshwane

Attention: Stephani Botes

Per email: stephanib@tshwane.gov.za

Dear Madam

OBJECTIONS AND INPUTS TO FEES AND TARIFFS FOR WAYLEAVE APPLICATIONS FOR ELECTRONIC COMMUNICATIONS NETWORK (ECN) UTILITIES PROPOSED IN THE 2020/21 DRAFT MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK

1. We act on behalf of the FTTx Council Africa ("the FTTx Council"), on whose instructions we have drafted the below objections.
2. In doing so, we refer to:
 - 2.1. The public consultation on the review of the City of Tshwane's Draft 2020/21 Medium-Term Revenue and Expenditure Framework (MTREF) ("the Draft MTREF") as advertised.
 - 2.2. Submissions made by the FTTx Council in respect of prior MTREF processes.
 - 2.3. Previous correspondence and extensive engagements entered into between the City of Tshwane ("the CoT") and the FTTx Council relating to the fees and tariffs applicable to wayleaves and wayleave applications for electronic communications network (ECN) utilities.
 - 2.4. The letter dated 5 February 2020 sent to the CoT on behalf of the FTTx Council by MCK Incorporated, to which no response has been received.

THE FRAMEWORK FOR SETTING TARIFFS AND FEES

3. We have set out below a summary of the legislative framework governing the powers of local government to set tariffs and fees in respect of services provided.
4. Section 75A of the Local Government: Municipal Systems Act 32 of 2000 ("the MSA") provides for a general power for the municipality to levy and recover fees, charges and tariffs.
5. A municipality is required, in terms of section 74 of the MSA, to adopt and implement a tariff policy on the levying of fees for services. A municipality's tariff policy must include at least the principles set out in section 74(2) of the MSA. These principles are as follows:

"(a) users of municipal services should be treated equitably in the application of tariffs

(b) the amount individual users pay for services should generally be in proportion to their use of that service;

(c) poor households must have access to at least basic services through-

(i) tariffs that cover only operating and maintenance costs,

(ii) special tariffs or life-line tariffs for low levels of use or consumption of services or for basic levels of service; or

(iii) any other direct or indirect method of subsidisation of tariffs for poor households;

(d) tariffs must reflect the costs reasonably associated with rendering the service, including capital, operating, maintenance, administration and replacement costs, and interest charges;

(e) tariffs must be set at levels that facilitate the financial sustainability of the service, taking into account subsidisation from sources other than the service concerned;

(f) provision may be made in appropriate circumstances for a surcharge on the tariff for a service;

(g) provision may be made for the promotion of local economic development through special tariffs for categories of commercial and industrial users;

(h) the economical, efficient and effective use of resources, the recycling of waste, and other appropriate environmental objectives must be encouraged;

(i) the extent of subsidisation of tariffs for poor households and other categories of users should be fully disclosed.”

(emphasis added)

6. Under section 74A of the MSA, the CoT must adopt bylaws to give effect to the implementation and enforcement of its tariff policy.
7. The City has adopted the public road reserve bylaws, which set out the basis on which fees and charges will be levied for wayleave applicants. Those bylaws provide for four main categories of fees to be levied (and which the CoT is therefore entitled to levy):
 - 7.1. A processing fee. This is a fixed amount payable on submission of an application. The processing fee covers the City’s costs for work done by the Service Coordinator (the Executive Director of the Roads and Stormwater Division).
 - 7.2. A refundable deposit. In the case of large works, the deposit amount will be based on a percentage of the work to be carried out; in the case of smaller works, a fixed amount will be charged.
 - 7.3. Reinstatement costs intended to cover necessary repairs.
 - 7.4. Other costs, which would include, for instance, lane rentals, damage to existing services, or third-party claims.
8. The process of setting a municipal budget – including applicable tariffs for services – is governed by the Local Government: Municipal Finance Management Act 56 of 2003 (“MFMA”).
9. Under section 23 of the MFMA:

- 9.1. As soon as the budget has been tabled, it must be published, and the local community invited to submit representations.
- 9.2. The council must consider any views of the local community, National Treasury, and any other organs of state that made submissions on the budget.

THE MCK INCORPORATED LETTER OF 5 FEBRUARY 2020

10. Following the finalisation of the 2019/2020 MTREF, the FTTx Council instructed its attorneys to send correspondence to the CoT (“the MCK Letter”) in the following terms:
 - 10.1. Objections lodged by the FTTx Council to the 2019/2020 Draft MTREF have largely been disregarded. Further, the CoT has not provided any rationale for the tariffs and charges which it has imposed under the final 2019/2020 MTREF.
 - 10.2. The absence of any rationale or justification for the 2019/2020 MTREF tariffs and charges leaves the FTTx Council unable to exercise its rights to review the decision of the CoT.
11. The questions set out below were raised in the MCK Letter in order to provide the CoT with an opportunity to set out the reasons for its decisions:
 - 3.1. Roads and Transport budget for 2019/2020
 - 3.1.1. *What are the individual sources of revenue that makes up the “licenses and permits” line item and what are the values associated to those individual sources of revenue?*
 - 3.1.2. *What are the individual sources of revenue that makes up the “other sources” line item and what are the values associated to those individual sources of revenue?*
 - 3.1.3. *What are the individual sources of revenue that makes up the “rental of facilities and equipment” line item and what are the values associated to those individual sources of revenue?*

3.1.4. What is the ratio of income from transport versus roads?

3.1.5. What is the ratio of expenditure on transport versus roads?

3.1.6. The City's total expenditure increased by 6.83% from the year ending 30 June 2017 to 30 June 2018. How are the exorbitant increases for ECN facilities in the 2018 financial year rationally linked to an overall 6.83% of actual costs?

3.2. Processing fee

3.2.1. Whilst the cost base for an application fee of approximately R2,000.00 is explained, we find no rational explanation for a processing fee of R15,000.00. On what cost basis was the processing fee of R15,000 arrived at?

3.2.2. On what basis is the processing fee for ECN facilities almost seven times more than applications processed in the same system for other services?

3.3. Lane Rental Fees

3.3.1. What are the costs to the City for lane closures?

3.3.2. What are the costs to the City for intersection closures?

3.4. Fee for laying ECN in the public road reserve

3.4.1. What are the ongoing costs to the City linked to electronic communications network facilities in the public road reserves after they have been installed?

3.4.2. Are the costs to the City different for ECN facilities compared to other services installed in the road reserve? If yes, how?

3.4.3. The fee is per annum. For how many years is the fee payable?

3.4.4. Is the fee payable in respect of all network facilities or only those which were installed after 30 June 2018?

3.4.5. What are the assumptions made by the City in setting this fee? In particular, has the City based the revenue it anticipates deriving from such fee on a set meterage of ECN facilities which it anticipates will be deployed?

3.4.6. What is the ongoing maintenance cost to the City where a road has been completely resurfaced after the installation of ECN facilities?

3.5. Deposits payable

Our client notes that the Council has stated that the proposed tariff for electronic communication network licenses (ECN) wayleave applications, is to cover future maintenance costs and is based on the cost associated with the maintenance. The estimated cost of repairing a 300 mm water pipe, including loss of water, amounts to R263 750. The tariff is therefore cost reflective. All future maintenance costs after completion, inspection and future relocation, are incurred by the city. The proposed refundable security deposit is levied to recover costs when the need arises”1

3.5.1. Why has the City chosen to use the cost of replacing a 300mm water pipe as the basis for calculation of the deposit?

3.5.2. How frequently are repairs to water pipes caused by the fact that the water pipes are not where the City indicated them to be?

3.5.3. Is there any risk of damage to water pipes for every single wayleave application?

3.5.4. Of the City’s estimated 2,200 wayleave applications per year, how many are for the installation of ECN facilities?

3.5.5. Of the remaining wayleave applications, is there a risk associated to damage of other services in the road reserve?

3.5.6. Does the City maintain records of damages occasioned by ECN facilities providers as against others working in the road reserve? If so, we request that such figures are provided to us.

12. We record that – notwithstanding that the MCK Letter requested that the CoT provide answers to the above questions by 28 February 2020, the CoT has not seen fit to provide any response.
13. These requests remain relevant to the tariffs and fees in the Draft MTREF and to whether the CoT has complied with the MSA and the MFMA, with particular reference to section 74(2) as set out above.
14. The FTTx Council repeats its request for this information to be made available.
15. It is the position of the FTTx Council that the failure of the CoT to provide a substantive response to the MCK Letter or similar inquiries made in prior submissions or engagements leaves the FTTx Council with no option but to assume that no such rationale or justification exists.

THE COVID-19 NATIONAL DISASTER AND ITS IMPACT ON THE ICT INDUSTRY

16. The ongoing impact of the COVID-19 National Disaster on the South African economy forms an important backdrop to the review of the MTREF. There is no doubt that the lockdown period and extended period of physical distancing have accelerated Government's actions around ensuring affordable connectivity to all South Africans to facilitate remote learning and working.
17. We wish to highlight the following in this regard:
 - 17.1. The Directions issued by the Minister of Communications and Digital Technologies, particularly those relating to access to public and private land and associated costs. We note that these reflect the position set out in the National ICT Policy White Paper as discussed below.
 - 17.2. The Memorandum of Understanding being finalised for signature between the Department of Communications and Digital Technologies (DCDT) and the Department of Co-operative Governance and Traditional Affairs (COGTA).
 - 17.3. Structures involving these parties as well as the South African Local Government Association (SALGA) and relevant state-owned companies created in order to assess, process and facilitate

wayleave and other permissions required for the deployment of electronic communications infrastructure to meet COVID-19 challenges.

18. It is the view of the FTTx Council that the need for a coordinated response to the COVID-19 National Disaster has helped to crystallise the issues experienced by local government and the fibre network industry.

RELATIONSHIP BETWEEN THE CITY AND THE FIBRE NETWORK INDUSTRY

19. It follows that there needs to be a constructive and productive relationship between local government and the fibre network industry if broader Government policy objectives and strategies relating to the Fourth Industrial Revolution (4IR) and movement to a digital economy are to be realised.
20. Our belief is that this relationship should be viewed as a partnership based on a shared intent to meet Government objectives together with a mutual respect for the rights and obligations of each set of parties.
21. It is unfortunate, therefore, that the CoT has not given any indication of a willingness to engage with the FTTx Council around the issues raised in these objections. This is demonstrably to the detriment of both parties.
22. The FTTx Council wishes to record that:
 - 22.1. Neither it nor its members were aware of the proposal to increase fees and tariffs substantially as advertised by the CoT during 2018.
 - 22.2. As soon as the FTTx Council became aware of such increases having been effected, it sought to lodge objections with the CoT based on its view that the increase in the fees and tariffs effected was irrational and unlawful.

22.3. The CoT and FTTx Council have met and exchanged correspondence to resolve this matter, without success.

22.4. The CoT advised the FTTx Council to object to the relevant portions of the 2019/2020 Draft MTREF.

23. Our members have advised that fibre network providers seeking to deploy electronic communications infrastructure within the CoT’s jurisdiction are – as a direct result of the fees and tariffs imposed through the 2018/19 MTREF and updated and varied in the 2019/202 – choosing not to proceed, leading to job losses, especially amongst local SMME fibre contractors.

OBJECTIONS

24. The FTTx Council’s objections are directed at Annexure H21.1 of the Draft MTREF and the categories of fees, related amounts and payment requirements set out therein.

25. For ease of reference we have set out the relevant section of this Annexure below:

Fees and tariffs for wayleave application for electronic communication network (ECN) utilities		ZAR
Fee: processing wayleave application for network construction connecting Hub, Node and Cell Towers	Per wayleave application	15 800.00
Fee: Micro-trenching wayleave applications	Per wayleave application	15 000.00
Fee: Access build ECN	Per wayleave application	5 000.00
Fee: multiple site-specific applications for ECN in one township	Per wayleave application	8 000.00
Refundable security deposit for ECN: per application in cash	Per wayleave application	278 000.00
Bank Guarantee for refundable security deposit: Five applications or less: a bank guarantee can be submitted to the value of R2 000 000.00, the guarantee can only expire after all completion certificates correctly signed are handed in	Five (or less) applications in one financial year	2 000 000.00

Bank Guarantee for refundable security deposit: More than five applications: a bank guarantee can be submitted to the value of R3 000 000.00, the guarantee can only expire after all completion certificates correctly signed are handed in	More than five applications in one financial year	3 000 000.00
Fee for utilising sewer and stormwater systems for ECN:	Per kilometre per annum	1 110.00
Fee for laying ECN in the public road reserve	Per kilometre per annum	220.00

26. For the sake of clarity, the FTTx Council objects to the below items individually and collectively:

- 26.1. The quantum of the wayleave application fee was increased from R504.39 to R15 000 per application with effect from 1 July 2019. According to the CoT this was done to fund the once-off capital cost for the development of a computerised wayleave application system. While the more nuanced approach proposed in the Draft MTREF is welcomed, the proposed fees are clearly based on the R15 000 fee introduced in the 2019/2020 financial year.
- 26.2. The quantum of the refundable security deposit options provided.
- 26.3. The levying of a per kilometre per annum fee for utilising sewer and stormwater systems or laying ECN in the public road reserve.

27. The core objection is that the proposed fees and tariffs are, among other things, demonstrably irrational, inappropriate, anti-competitive, incentivise non-compliance and dampen economic activity, and should, therefore, be dramatically reduced (in the case of application fees and security to be provided) or removed (in the case of per kilometre fees).

NO RATIONAL BASIS IS SET OUT FOR THE FEES AND TARIFFS

28. The City of Tshwane's Draft 2018/19 Medium-Term Revenue and Expenditure Framework (MTREF) ("the 2018/19 Draft MTREF") provided the following justification:

"The Wayleave tariffs are set as per By-Law gazetted in the Provincial Gazette, 19 Feb 2014 no.38. It was necessary to increase the tariffs by approximately 300% owing to the development and implementation of a new electronic Wayleave management system."¹

"Wayleave fees: The fees and tariffs are prescribed in the Work in the Public Road Reserve By-law promulgated in the provincial gazette, 19 February 2014. Section 9. The development and implementation of a NEW electronic Wayleave management system will cost approximately R12,0 m, and the increase will cover the costs with $\pm 2\,200$ applications received in one year and the new system cost to be recovered in three years - $2\,200$ applications \times R2 000 \times 3 = R13,2m."²

29. The Draft 2019/2020 MTREF noted only that an increase has been implemented "in line with CPI estimate by Budget Office"³.
30. The Draft 2020/2021 MTREF does not advance any reason or justification for changes to the fee structure or to fee amounts.
31. There is accordingly no rationale or justification provided for the introduction of:
 - 31.1. a substantial refundable deposit on a per-application basis; or
 - 31.2. per kilometre charges for electronic communications network infrastructure in the road reserve or storm drains.
32. Further, the increases applied to application fees are in excess of what was motivated for for the recovery of the cost of developing an electronic wayleave management system and it appears that such costs should have been recovered by now.
33. The FTTx Council is of the view that the lack of transparency in the setting of the proposed fees and tariffs is not in compliance with the requirements of the Municipal Finance Management Act of 2003 or

¹ Draft MTREF 2018/2019, para.1.3.6, p712

² Draft MTREF 2018/2019, Annexure H.21, p1066

³ Draft MTREF 2019/2020, Annexure H.21, p454

applicable Circulars issued under it or the National Treasury Costing Methodology Guideline for Local Government⁴.

34. It is further the case that the levying of a uniform refundable deposit which does not take into account the extent of the wayleave sought is *prima facie* irrational in the absence of any justification.
35. The FTTx Council has afforded the CoT ample opportunity to provide its reasons for the setting of its fees and tariffs. The fact that it has failed to do so dictates that such reasons do not exist and that the CoT has not acted rationally in discharging its legislative function.

PROPOSED FEES AND TARIFFS ARE INCONSISTENT WITH NATIONAL POLICY

36. The FTTx Council submits that the proposed fees and tariffs are inconsistent with and in conflict with National Policy in the form of:
- 36.1. The National Comprehensive Information and Communication Technology White Paper (“the National ICT Policy”); and
- 36.2. policy relating to the promotion of opportunities for SMMEs.
37. The National ICT Policy has a section specifically focused on the relationship between local government (and other landowners) and the holders of electronic communications network service (ECNS) licences issued by the Independent Communications Authority of South Africa (“ICASA”) under Chapter 3 of the Electronic Communications Act 36 of 2005 (“the ECA”).

⁴ Available from <http://mfmamirror.s3.amazonaws.com/Guidelines/Documents/Municipal%20Costing%20Guide/GIZ%20Treasury%20costing%20guidelines.pdf>

38. In setting out the policy basis for a Rapid Deployment Policy, the National ICT Policy lists applicable principles underpinning this policy:

- 38.1. ICT networks are critical infrastructure necessary for socio-economic development and attainment of national developmental, social and economic goals and objectives.
- 38.2. ECNS licensees have the right to enter upon any property to deploy electronic communications network infrastructure but must exercise these rights respectfully and with due caution.
- 38.3. The deployment of electronic communications facilities must be done in an environmentally friendly manner, avoiding duplication of infrastructure wherever possible.
- 38.4. Rapid approvals to access property to deploy electronic communications facilities.
- 38.5. Coordination and cooperation between access providers and seekers, to the extent possible on an open access basis.
- 38.6. Transparency to reduce administrative burden and ensure reasonable pricing.
- 38.7. Access to communications is a national priority and as such all town planners, and human settlement developers should include the provision of ICT services in their plans.

39. There is a further detailed policy on "reasonable compensation, fees and charges" set out in the National ICT Policy:

- 39.1. Fees and rentals charged must be reasonable and must not enrich the landowner or exploit the ECNS licensees.
- 39.2. Compensation for financial loss or damage: In exercising reasonableness and due caution, ECNS licensees must apply the principle of fair compensation. A claim for compensation is not a ground for objection to the use of the property by a licensee. If compensation cannot be agreed, the regulator will determine disputes on what is a reasonable amount on an expedited basis.

39.3. Compensation for Access: Compensation or fees for access to property should be based only on the actual costs of restoring the property to its original state and the extent to which the infrastructure is intrusive. Fees in respect of infrastructure that does not constitute a cost to the landholder or deprive the landholder of its use of the land, should be minimised in line with the administrative cost or zero-rated.

40. The FTTx Council submits that:

- 40.1. The proposed fees and tariffs do not recognise that access to communications is a national priority.
- 40.2. The proposed fees and tariffs do not recognise that ICT networks are critical infrastructure necessary for socio-economic development and attainment of national developmental, social and economic goals and objectives.
- 40.3. The proposed fees and tariffs are not reasonable and amount to exploitation of ECNS licensees seeking to deploy electronic communications network infrastructure.
- 40.4. While the direct cost is imposed on licensees, the indirect impact of the proposed fees and tariffs on the cost to communicate for South African businesses and consumers are obvious and substantial, as these costs will be carried down the value chain to the retail level. This is in direct conflict with the efforts of the National Government and agencies such as ICASA and the Competition Commission to reduce the cost to communicate.
- 40.5. In the absence of any rationale advanced by the CoT for the proposed fees and tariffs, it is apparent that there is a lack of transparency in the calculation for such proposed fees and tariffs.
- 40.6. Industry – recognising the Constitutional mandate of local government in respect of land use planning – has no objection to paying compensation or fees for access where such

compensation or fees are based only on the actual costs of restoring the property in question to its original state and the extent to which infrastructure is intrusive.

40.7. There is, however, no evidence that these factors were considered or indeed as to what considerations were taken into account.

41. The ICT SMME Development Strategy is a sector-specific intervention falling within the broader National Development Plan to address challenges facing SMMEs operating in the ICT sector. It sets the policy context and defines the vision for the development of the ICT SMMEs in South Africa up to 2020 with the following purpose:

"To unlock the business opportunities and create an enabling business and administrative environment for SMMEs in the ICT sector to thrive and advance into successful and sustainable entities."

42. The FTTx Council submits that the substantial refundable application fee as well as the proposed per kilometre charges effectively exclude SMMEs from pursuing network infrastructure opportunities within the jurisdiction of the CoT.

43. Finally, in this regard: we note that some of our members have begun with deployment of fibre optic networks in informal settlements and lower-LSM area within the area of the CoT or have advanced plans for such deployments. The proposed fees and tariffs – particularly the per kilometre fees – limit the scope of deployment of such networks within the CoT area.

INCONSISTENT AND ANTI-COMPETITIVE APPLICATION

44. It follows from the submissions above in respect of the impact of the fees and tariffs on SMMEs and new entrants that the proposed fees and tariffs have a direct anti-competitive effect in that it is only larger incumbent operators that can afford the security deposit and per kilometre per annum fees.

45. We further note that the CoT itself is exempted from payment of such fees and tariffs, notwithstanding that it acts as a supplier of electronic communications network services, creating a further level of anti-competitive effect.

PROPOSED FEES AND TARIFFS VITIATE THE RIGHTS OF LICENSEES UNDER CHAPTER 4 OF THE ECA

46. A further basis for objection is that the proposed fees and tariffs are of such a nature that they vitiate the rights of ECNS licensees afforded through the operation of section 22 (and other sections) of the ECA.
47. Case law relating to the correct interpretation of section 22 within the context of a purported exercise of rights by an ECNS licensee on municipal land indicates that an ECNS licensee must comply with applicable bylaws prior to exercising its rights, and that this does not conflict with the fact that section 22 allows a licensee to proceed without the consent of the municipal authority.
48. Where, however, the requirements set out in bylaws are such that they exclude SMMEs and new entrants from participating in the deployment of infrastructure, this right is effectively removed. This is the case where blunt and substantial deposit requirements and per kilometre fees as proposed are imposed, such that any advantage to an ECNS licensee is significantly outweighed by the proposed tariffs and fees.
49. Moreover, the failure of the CoT to provide a response to questions raised in the MCK Letter or to provide any justification for the tariffs and fees proposed in the Draft MTREF, means that the FTTx Council is not in a position to establish the proportionality of such tariffs and fees.
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CONCLUSION

50. The FTTx Council looks forward to engaging further with the CoT during the prescribed objection process and reiterates its commitment to resolving existing challenges constructively and expeditiously.

Regards

Dominic Cull

(the above intended as an electronic signature)

Comment 23: Michelle Bester - 19 June 2020

From: Michelle Bester

Sent: 19 June 2020 11:58

Subject: PROPOSED MUNICIPAL INCREASES

Dear Stephani

I trust you are well.

My comments pertaining to the proposed municipal increases are as follows:

- 1) The Tshwane budget does not appear to be sensitive to the economic disaster our country is experiencing as a result of the Covid-19 pandemic.
- 2) Most increases are above CPI.
- 3) Staff salary increases seem out of place when:
 - a. most of the country (including many tax payers) are either out of work or have had to take huge salary cuts as a result of Covid-19, and
 - b. most of the services that are being provided by the municipality are almost non-functional, or limited to “emergencies” at present.
- 4) Furthermore, an increase of 33% over a 5 year period is not market related. The value of properties has not, nor will in the next few years, appreciate at 6% per year.

Keep well
Michelle Bester

Comment 24: Ian van Rensburg – Cosmopolitan Projects - 19 June 2020

From: Ian van Rensburg

Sent: 19 June 2020 12:10

Subject: MTREF Comments

Afternoon Stephani,

Herewith attached our comments on the draft 2020/2021 MTREF.

Please confirm receipt of this email.

Regards,

Ian van Rensburg
Cosmopolitan Projects

**TO: THE CITY MANAGER
CITY OF TSHWANE**

Dear Sir/Madam,

**IN RE: CITY OF TSHWANE 2020/2021 INTEGRATED DEVELOPMENT PLAN -
MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK FOR PUBLIC
COMMENT**

1. We refer to the abovementioned matter and in particular your invitation for public comment in respect of the City's 2020/2021 integrated development plan.

OBJECTION:

2. We note in the report that engagement of communities by the City over various years has highlighted issues that are raised consistently by the City of Tshwane communities. On page 7 of the report you state as follows:

"The following issues are raised consistently by communities:

1. *Provision of housing;*
2. *Access to basic services;*
3. *High cost of services and inaccurate billing;*
4. *Issuing of title deeds;*
5. *Repairs and maintenance of infrastructure."*



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**MANAGING DIRECTOR
ANTON CROUSE**

3. Significantly, the five most consistent issues raised by the Tshwane community all relates to housing. This is not surprising as housing remains, not only a constitutional impeditive but a basic human need.

4. It is not by coincidence that the Constitution of the Republic of South Africa devotes a chapter to local government specifying the objects of local government and what the developmental duties of municipalities are.

5. Section 153 of the Constitution dealing with the developmental duties of municipalities states as follows:

"153. A municipality must-

(a) structure and manage its administration and budgeting and planning processes to give priority to the basic need of the community, and to promote the social and economic development of the community."

6. The provision of housing is a prime example of such a basic need and the social and economic development of the Tshwane community.

7. We note that you state in paragraph 7 of the report that the City has prioritised the provision of basis services, such as water, sanitation, electricity, roads and social amenities in all townships. Against this background we are concerned that an examination of your proposals shows that you propose to increase the charges payable in respect of engineering service contributions for storm water with 71% and in respect of roads with at least 81%.

8. In Annexure "H17" to the report, where you deal with these increases, no motivation is immediately apparent for these dramatic increases save a statement that the new set of tariffs for road and storm water re-arranges the historical values.

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9. It is our submission that the municipality is indeed under a constitutional obligation to provide rational reasons and full motivation for these dramatic increases.
10. We say so as these increases will have an effect on the developmentally-orientated planning of the municipality so as to ensure that it strives to achieve the objects of local government set out in the Constitution.
11. Taking into account the five issues most consistently raised by the communities referred to above and the apparent priorities of the City, these increases do not seem to be rational. We say so as these increases would have a dramatic effect on the provision of housing and basic services.
12. We submit that without roads and storm water there can not be a realisation of the imperative to provide housing, basic services and infrastructure.
13. It is inevitable that the dramatic increases in respect of the engineering service contributions will have an effect on the delivery of housing and basic services as it would have a direct impact on the cost to proclaim townships with a knock on effect on the cost of constructing homes.
14. The proposed new rates will put the construction of houses in new townships beyond the reach of many developers causing the provision of, for example affordable housing, to become unaffordable.
15. In the circumstances we have no choice but to object to the proposed increases. We would suggest that the City goes back to the drawing board in respect of these increases and provide its community with rational reasons and full motivation for the increases. In doing so, the City must endeavour to calculate the negative effect on the provision of housing and the provision of basic services of these proposed increases and show how the increased tariffs will be mitigated.

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16. As matters stand, the increases will undoubtedly have a dramatic effect on the ability to provide affordable housing to its communities, being the number one priority of the City.
17. We remain available to discuss these matters with you at any time and we encourage you to engage with us.

Yours faithfully,



ANTON CROUSE
MANAGING DIRECTOR

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Comment 25: Retha van Niekerk – 19 June 2020

From: Retha van Niekerk
Sent: 19 June 2020 12:15
Subject: Tariff increase

Good day

Please help with tariff increase. This is really very bad, we got a 3% increase on our pension, we just can't afford more price hikes.

Kind regards

Comment 26: Amelia van der Merwe - Wingate Park Residents Association – 19 June 2020

From: Wingate Park Residents Association / Wingatepark Inwonersvereniging

Sent: 19 June 2020 12:33

Subject: Objection: Tariff Increases for City of Tshwane



Wingate Park Residents Association (WIPRA)
Wingate Park Inwonersvereniging (WIPIV)
Reg# 2000/018279/08
Office 5, Moreleta Centre
680 Rubenstein Drive, Moreleta Park. 0044

Good day Ms. Botes

On behalf of the residents of Wingate Park we register our strong objection to the proposed tariff increases in the 2020 MTREF document.

It is our contention that the CoT should recognise the economic devastation faced by their residents as the Covid-19 pandemic progressively impacts our country's economy. Many of Tshwane's residents have lost their jobs or had to take severe cuts in income and the worst is yet to come, as many companies will be forced to close in coming months. It seems the Tshwane budget ignores this economic reality, which we as residents find both insensitive and arrogant. We strongly suggest that all tariff increases be scrapped and that the City's expenditure budget be adjusted downward to re-prioritise available funds, starting with the salaries for all levels of officials. Instead of an increase, a cut of 25% in salaries (as many of other South Africans have been called on to accept) would make a good start.

In this time of lock-down, the service levels to the residents of Tshwane have been degraded to the point of breakdown. As such we find it unconscionable that the city is even considering any form of tariff increase.

Please listen to your residents and remove these tariff increases.

Yours sincerely

Amelia van der Merwe
Chairperson: Wingate Park Residents Association

Comment 27: Laetitia Slabbert - 19 June 2020

From: Laetitia Slabbert

Sent: 19 June 2020 12:59

Subject: Call for Comments: MTREF - Tariffs

Dear Stephani

It is with distaste and disgust that I comment on the proposed MTREF (especially the tariffs). I am sorry if I offend you, you might just be the messenger.

First a few general observations:

1. I, as resident of Pretoria for the past 44 years, experienced this year's draft document and the whole process, with all the fights in Council, as sneaky, dark, unclear and uncomfortable. It is difficult to comment when things are not right and proper.
2. I tried since middle March to access info on the proposed property values. No mail delivered to my post office box or e-mail in case there was mention on the back page of the statement, and impossible to get a link that works on the web page and e-Tshwane. Eventually, at a very late stage, my last try on Wednesday 17 June was successful.
3. I do not know why you only list the tariff increases of the lower categories 1, 2, 3 in the document. Maybe the low increases will make you look efficient and good. Maybe you do not want to lose face when every resident experience the reality. If you have a heart for and compassion with all the residents you should show one of the low level property rates, one somewhere in the middle and one high. I am sure it will be easy to ask the computer to do the calculations. That will be the reality. These low property rate (1,2,3) tariff increases of -16% up to 6% is a laugh. My average increase (including VAT) for the coming book year is 17.49% (compared to my average annual values of 2019/20). Compared to my average monthly payment of R2172.83 I will have to cough up R2552.80. Go and have a look at my monthly statements. JL Slabbert, Faerie Glen X09, Tuinplaas Street 696, SS FAERIE 2209, Unit no S0001, Account no 2017382711.

Comments relating to my position:

I do not have a problem with the electricity and waste removal tariff increases. My problem lies with the Water and Sanitation basic levys and the property value.

I am a single (never married, no kids) woman, 72 years old. I live alone in my house. I consider its purchase 22 years ago in 1998 my biggest joy, pride and achievement. Fully paid a few years later. I did not buy the house to be grand. For me it was going to be a home where I would be content after retirement. When I bought the house this area was plain and simple. Very few glass houses. I was happy about the place because most of the properties were owned by people my age (45- 55 years old). The property rates were decent and no one complained. Then the big rich property developers started building on the plots further east of Solomon Mahlangu road. The estate agents moved in and prices surged in those areas (not our area).

Then the stories started running that the East is the new Waterkloof and Brooklynn. Most of us sitting with pieces of land as big as a 10 R note (<500 square meter). And the municipality and their assessors believed this story as the gospel. When I complained to my councillor 4 years ago I was told that the increase was so high because we were previously falling under Bronkhorstspuit. Not true. Go look at the paperwork of houses bought lying between Solomon Mahlangu and the extension of Olympus Road. The part up to the then Werf (now Blos) and the low water bridge. The houses here are mainly duets and here and there a bigger single unit. We should not be considered as part of the rich overpriced east.

1. So I want to complain about our massive property rates. What you are going to achieve with this practice using us as milking cows is to get the older retired generation like me, people who are the regular rate and service payers, out of the area and fill them with young ones who are soon going to be out of jobs. Where will I go? No children to give the house to. I am still thankfully very healthy and would like to stay in my house as long as possible. Not to burden the state, be independent.
2. And I want to complain about the basic levy idea. I am passionate about water preservation. Because I live by myself I have a target of around 4 KL per month. I easily manage that. At a time I even got by with 2 KL. Go and have a look. Because I live alone I only use one toilet. Very little water. The arrangement of the last years using the water consumption as a measure for sanitation was just perfect. If I use the average of 5 KL per month for the two my payment worked out at around R90.00 per month. Now with the levy system it will cost me R190.00 . An increase of 107% for water and 74% for sanitation. This is without the so called free 9L which I will never reach. Unless I screw my dedication to water preservation and let the water run. Or maybe I should advertise the use of my other toilets. I see this fixed levy as an infringement of my democratic right to decide how I want to use water. I want this fixed levys removed. I will not complain about a realistic increase as in the past. But not the levys.!

I hope you read my comments. I actually planned to also contact Mr Chepape at the draft Property Rates but I ran out of time. This e-mail must be off to meet the 13h00 deadline of today. Maybe you will be so kind to convey my comments.

Thank you for your attention.

Kind regards
Laetitia Slabbert

Comment 28: Derek Mohr - 19 June 2020

From: Derek Mohr

Sent: 19 June 2020 12:59

Subject: Objection to proposed Tariff Increases CoT MTREF 2020

Dear Ms Botes

We object in the strongest terms to the proposed tariff increases as documented in the 2020 MTREF document. CoT should be ashamed to even ask residents to pay more, as the current tariffs have become hard to bear in these times of economic hardship. What is even more shameful is that while we as pensioners are facing daily erosion of our savings and many of our fellow residents are having to get by on severely reduced income or no income at all, CoT has the temerity to suggest a 6% increase in salaries of officials. This is totally unacceptable as many of these officials are at home on full salary while the city's service delivery has all but broken down as a result. (To illustrate this - use your private cell phone so you can feel the cost and call 3589999 to report faulty streetlights - which are a security issue, not a luxury, or an overflowing drain...)

We demand that the City shows some respect and care towards its citizens and scraps all rate increases.

Yours sincerely

Derek & Ingrid Mohr
801 Somerset Street, Wingate Park. 0181.

Comment 29: Erik Buiten – Menlo Park Conservation Community - 19 June 2020

From: Erik Buiten
Sent: 19 June 2020 13:05
Subject: Comments on MTREF

46 11th Street, Menlo Park, 0081
Tel/fax: (012) 460 2067
Email: erikbuiten@mweb.co.za

*Menlo Park
Conservation Community
Bewaringsgemeenskap*



Date: 19 June 2020

City of Tshwane Metropolitan Municipality
P O Box 3242
PRETORIA

Attention: Stephani Botes stephanib@tshwane.gov.za

COMMENTS ON 2020/21 MTREF

1. Property Rates

The proposed Property Rates calculations does not enable a resident or rate payer to determine the impact thereof on his or her obligation for property rates. This is very unclear. In one individual case the increase in property rates appears to be 18,9% over the current rate. Nowhere in the documentation open for comment is this unreasonable increase in rates on residential properties made clear. We request clarity on this matter to enable interested parties to present an informed view on this matter.

2. Provision for infrastructure replacement and upgrading

Menlo Park is a very old suburb with water supply, electricity, sewage, and roads and drainage infrastructure which in parts dates back more than 80 years. In recent times upgrading and replacement of some elements in that infrastructure has taken place. For instance, road surfacing, HV electricity distribution, water mains replacement and limited storm water improvement. Last-mentioned took place mainly in conjunction with the upgrading of the stormwater canal from Justice Mohamed road to Lynwood Road, with completion of that project still outstanding. This work is about to commence according to the 2020/21 Capital Budget.

The sewerage collection and drainage system in Menlo Park, all of which is underground, has aged and deteriorated to the extent that frequent blockages and breakages take place resulting in unhealthy and most inconvenient circumstances for the residents. It is known that large portions of Menlo Park are underlain by active clay horizons resulting in natural soil movements which have a deleterious effect on sewer lines. The results of soil movements and the ingress of the roots of trees and other vegetation have been documented by several local detailed inspections by camera.

Despite requests to the CoT for information on repairs to such breakages this has not been made available and no detailed information can be offered regarding the present situation. We are concerned that this matter is not receiving the urgent attention that it requires.

As far as we can ascertain, no budget provision has been made for the replacement/refurbishment of the sewage system in the MTEF for 2021-2023. This matter deserves urgent investigation and attention as does the serious impact of the ingress of stormwater from individual properties, usually from roofs and paved areas, into the sewer system causing overloads and spillages.

3. TRT/BRT related issues with respect to Menlo Park not being addressed in the IDP:
- a. Densification along major transport corridors bordering Menlo Park has been taking place for a number of years. The traffic generated by these developments are forced to move through the township (Menlo Park) without being given access to the major transport corridors like Lynnwood Road, Atterbury Road as well as Brooklyn Road and Justice Mahomed. This action is worsening the traffic situation within Menlo Park, which is already hectic during peak hours, especially in the morning, due to the presence of 2 major schools. Traffic entering and leaving new developments along the major transport corridors should be allowed direct access to and from these corridors by means of left in left out access points. This can in, most case be implemented quite easily through proper and safe design principles.

Moreover, over the last 10 years most of the direct access of internal roads in Menlo Park have been closed off to the above-mentioned major transport corridors, putting extreme pressure on the few access points to these corridors. One such example of this is the intersection of Anderson and Brooklyn Roads, where no exclusive right turn lane is provided, resulting in vehicles often backing back as far as the mini circle at 5th Street in the morning peak. The same situation exists at the intersection of Mackenzie and Atterbury Roads. These major intersections need urgent upgrading.

We request that provision be made in the MTREF for road and traffic improvement measures required in suburbs directly impacted by the BRT, Menlo Park included

- b. With the planning of BRT/TRT Line 2B up till now, no provision was made for proper facilities servicing the planned BRT Station. These include proper walkways from within Menlo Park, proper drop off and pick up points at the stations, safe and secure bicycle parking, security measures outside the BRT Stations. If the City want residents to make use of the BRT system, these are essential element to grow BRT service usage. We request that provision be made in the MTREF to asses and address this need.

Yours sincerely,



JH (Erik) Buiten
for Bob Pullen
Chairperson: Menlo Park Conservation Community

Comment 30: Ingrid Mohr - 19 June 2020

From: Ingrid Mohr

Sent: 19 June 2020 13:59

Subject: Objection to Draft MTREF and Related Tariffs

Good day Ms Stephani

As a longtime resident of Tshwane, I strongly object to the proposed budget.

Firstly, Tshwane proposes increases of more than 6% on water, sanitation, refuse removal and electricity. This is in spite of the guidelines from National Treasury (point 4.2.1 in the Draft MTREF) for compiling the MTREF. These guidelines state, inter alia, that the expected economic growth rate for 2020 is only 0.9% . Covid-19 has had a disastrous impact on the income of households. People have lost their jobs, or had to take severe income cuts. (Taking into account the high unemployment rate and the impact on household ability to pay for municipal services, was another guideline from National Treasury!) Increasing the above mentioned tariffs by 6% would be unconscionable. The proposed tariff increases should be scrapped forthwith.

Furthermore, the Tshwane budget includes a 6% salary increase for staff, many of whom are at home on full salary, while the call center is almost non-functional and service delivery is limited to "emergencies". This proposed increase is as unacceptable as the proposed increases referred to above.

City of Tshwane appears to be totally insensitive to the economic disaster our country is starting to experience as a result of all the implications of the Covid-19 pandemic. We strongly suggest that all tariff increases be scrapped and that the City's expenditure budget be adjusted downward to re-prioritise available funds, starting with the salaries for all levels of officials. Instead of an increase, a cut of 25% in salaries (as many of other South Africans have been called on to accept) would make a good start.

I Mohr

Comment 31: Pieter Potgieter - 19 June 2020

From: Pieter Potgieter
Sent: 19 June 2020 14:14
Subject: Proposed rates increases

Dear Sir or madam

Please accept this email as a formal comment on the proposed rates and taxes increases for Tshwane.

As a resident of the city I am disappointed that the proposed increases are well above the official inflation rate. What justification is there for this level of increase?

COVID-19 has wreaked economic havoc on many households in the city and I feel that the municipality is not acting in the best interests of the rates payers and residents.

Lastly, all municipal employees have received full salaries during the lockdown period with the majority of them sitting at home and not working, while most South Africans - not in government employ, had to endure some kind of income reduction. As a gesture of gratitude for receiving full salaries during this time, employees of the city should agree to a zero percent salary hike for the year.

We cannot afford the relentless increases in rates and taxes without commensurate increases in service and infrastructure.

Kind Regards

Pieter Potgieter

Comment 32: Chris Angles - 19 June 2020

From: Chris Angles

Sent: 19 June 2020 15:03

Subject: Comments on draft MTREF 2020-21

Hi !

Please accept the attached documents as comments on draft MTREF 2020-21.

Thanks !

Regards,
Chris

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Comments on City of Tshwane draft MTREF 2020/21

MTREF Supporting documentation

The DRAFT 2020/21–2022/23 MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK states that “The compilation of the capital budget in terms of internal capacity (City of Tshwane funds) is based on the application of the following principles: - The City of Tshwane Strategy; - The National Treasury Strategic Development Review (SDR) and - The Value for Money Report”.

Where can copies of these documents be obtained ? There is no point in referring to such documents if they are not easily accessible on the municipal website.

MTREF : clarification required

What is meant by the note (a) “That the equitable share of the City was declining instead of increasing”?

MTREF : Debt impairment

Note (b) states that “The City be ready to deal with a possible increase in debt impairment given the prevailing situation caused by Covid-19 pandemic”.

This is not considered to be the manner in which a proposed budget should be managed. The anticipated percentage of additional debt impairment should be established and the budget should be adjusted accordingly. To wait and see what happens and to make changes “on the fly” cannot be regarded as an accepted accounting practice or planning principle. Rather “play it safe” and, if unanticipated revenue accrues, treat it as a surplus for the following financial year.

MTREF : Information

An emphasis is placed on providing a range of useful and interesting information such as “Operating revenue by source”, “Capital budget per funding source” and “Capital budget per region”. Property rates constitute nearly 22% of revenue and therefore it would be interesting to see “Property Rates Revenue per Region”, something like Appendix 2.

Household bills examples

Regarding “Table 11 : MBRR SA14 - Household bills”, the municipal examples are somewhat devious and misleading because they indicate that household bills only increase by an average of 3.4% but they do not take into account the impact of the new property rates values which may have increased by as much as 110%. A more realistic household bill is possibly likely to increase by 14%.

On the municipal website there should be a calculator via which residents and businesses can easily verify their monthly municipal accounts.

Departmental Expenditure

Refer to questions and comments on Appendix 1.

Water and Sanitation tariffs

By implementing separate charges for basic levies for water and sanitation the municipality has created two additional cost items that can be increased in future budgets. This is unacceptable.

Proposed water tariffs – Network availability charge

The “fixed and/or network availability charge” is confusing, especially the “and/or”.

It looks like the “network availability charge” is actually an additional “water surcharge” that is payable by all water users irrespective of how much water is consumed. On the “Overall impact of tariff increases on household accounts” the “network availability charge” is referred to as “Water : Basic levy”.

If, as stated, “The network availability charge will be equal to the current charge for the first 9 kℓ per 30-day period” and this charge is R0.00, then the network availability charge must also be R0.00.

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MTREF comments - Appendix 1

Departmental Expenditures

Department	Draft Budget 2020/21	Estimate 2021/22	Estimate 2022/23	Comments
Community and Social Development Services	78,613,800	162,000,000	180,000,000	
Community Safety	77,000,000	80,000,000	142,471,000	94.2m for TMPD in 2022/3 - details ?
Customer Relation Management	0	0	3,500,000	
Economic Development and Spatial Planning	253,723,054	189,163,511	107,693,983	For what reasons would economic development projects decrease ?
Tshwane Economic Development Agency	986,854	652,811	541,783	
Environment and Agricultural Management	193,000,000	55,800,000	55,800,000	
Group Audit Risk	25,150,000	25,150,000	25,150,000	
Group Communications,Marketing and Events	4,200,000	200,000	200,000	
Group Financial Services	41,600,000	500,000	600,000	What will the R41.6 million be spent on in 2020/21 ?
Group Property Management	0	10,100,000	10,100,000	
Group Human Capital Management	0	0	0	
Group Legal Services	0	0	0	
Health Services	50,200,000	43,200,000	200,000	A major decrease in projects between 2022 and 2023. Why ?
Housing and Human Settlement	855,000,200	702,198,420	662,198,420	Why is there a decrease in project expenditure ?
Housing Company Tshwane	500,000	500,000	500,000	
Regional Operations and Cooperation	2,000,000	8,100,000	5,000,000	
Roads and Transport	987,872,340	990,137,005	1,111,475,415	Nearly R3.1 billion Rand in just three years.
Shared Services	227,000,000	77,000,000	207,000,000	
Utility Services	1,185,685,952	1,206,164,300	1,189,525,000	Nearly R3.6 billion Rand in just three years.
Totals	3,981,545,346	3,550,213,236	3,701,413,818	

Comments on Draft MTREF

The Expenditure Framework needs to show each Expenditure Type as a percentage of the Operational Budget.
It would be interesting to see the Revenue by Source on a regional basis.
Are there really 1.000 employees at the Rooiwal Power Station which, according to news reports, is "only nominally functioning? Also refer to A) the Services Infrastructure Oversight Committee finding on 2 December 2014 that " the power station was non-functional as a result of ageing life span of the material used to generate energy." and B) "Progress Report: Future Generation of the Pretoria West and Rooiwal Power Stations" which was adopted in Council on 27 November 2014.

Comment 33: Mr JA Venter - Adriaan Venter Attorneys - 19 June 2020

From: Adriaan Venter Attorneys

Sent: 19 June 2020 14:01

Subject: AT0139 - OBJECTION PERTAINING TO THE PUBLIC PARTICIPATION PROCESS CONDUCTED IN RESPECT OF THE DRAFT 2020/2021 MEDIUM-TERM REVENUE AND EXPENDITURE (AND RELATED TARIFFS) FRAMEWORK

Sir/Madam,

With reference to the above matter, kindly find attached hereto a letter for your attention.

Regards
Mr JA Venter



**ADRIAAN
VENTER**
PROCURERS & ASSOCIATE
ATTORNEYS & ASSOCIATES

Lady Brooks Gebou / Lady Brooks Building
14 - 12de Straat, Menlo Park, Pretoria
14 - 12th Street, Menlo Park, Pretoria
1335, Pretoria, 0001
012 346 1075
012 346 1845
012 346 6665
info@avatt.co.za

OUR REF / ONS VERW: JA VENTER/bb/JM/AT0139
YOUR REF / U VERW:

DATE / DATUM: 2020-06-19

**TO: THE MUNICIPAL MANAGER
CITY OF TSHWANE METROPOLITAN MUNICIPALITY**

ATT: MR. JASON NGOBENI

E-MAIL: ninetteb@tshwane.gov.za

ATT: MRS. STEPHANI BOTES

E-MAIL: stephanib@tshwane.gov.za

Dear Sir/Madam,

**OBJECTION PERTAINING TO THE PUBLIC PARTICIPATION PROCESS
CONDUCTED IN RESPECT OF THE DRAFT 2020/2021 MEDIUM-TERM REVENUE
AND EXPENDITURE (AND RELATED TARIFFS) FRAMEWORK –
THE PROPOSED CHANGES TO THE CHARGES AND/OR TARIFFS PAYABLE IN
RESPECT OF ENGINEERING SERVICES CONTRIBUTION UNIT RATES FOR
ROADS AND STORMWATER SERVICES**

We refer to the above matter and confirm that we act herein on behalf of Twin City Realty (Pty) Ltd, hereinafter referred to as "Our Client".

For purposes of Our Client's submissions pertaining to the public participation process of the City of Tshwane Metropolitan Municipality's Draft 2020/2021 Medium-Term Revenue and Expenditure (and related tariffs) Framework, the following words and phrases shall be utilized in accordance with the meanings donated opposite

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & WILHELM SCHEEPERS (BA LLB)

thereto:

Bylaw	The City of Tshwane Land Use Management Bylaw, 2016
Our Client	Twin City Realty (Pty) Ltd with Company Registration Number: 2016/253832/07
Constitution	The Constitution of the Republic of South Africa, Act 108 of 1996
COTO	The South African Committee of Transport Officials
Draft MTREF	The 2020/2021 Draft Medium-Term Revenue and Expenditure (and related tariffs) Framework
MFMA	The Local Government: Municipal Finance Management Act, Act 56 of 2003
Municipality	The City of Tshwane Metropolitan Municipality
Ordinance	The Town Planning and Townships Ordinance, Ordinance 15 of 1986

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

SPLUMA	The Spatial Planning and Land Use Management Act, Act 16 of 2013
Systems Act	The Local Government: Municipal Systems Act , Act 32 of 2000
TMH	Technical Methods for Highways

OUR CLIENT'S INTEREST

Our Client is a local reputable Developer, of many prominent developments, *inter alia* within the jurisdictional area of this **Municipality**. **Our Client** is indeed also the registered owner of a diversity and number of immovable property located within the jurisdictional area of this **Municipality**. In the aforementioned context, **our Client** is the **Applicant** in respect of numerous current pending Applications for Land Use Change which have been lodged either in terms of the **Ordinance** or in terms of **SPLUMA** and the **Bylaw**.

Whilst some of **our Client's** Land Use Change Applications are still pending, other Applications have been approved and are in the process of being executed by way of compliance with the Conditions of Approval imposed by your **Municipality**.

In addition, some of **our Client's** developments especially in Hatfield and surrounds have indeed already been completed and are occupied.

In the aforementioned context, **our Client** has a direct and material interest in the calculation of Bulk Service Contributions in respect of its pending Applications for Land Use Change as well as its intended developments, by virtue of land use rights which have been approved by your **Municipality**.

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

Our Client has taken cognizance of your **Municipality's** public participation process which has been published, and by virtue of which comments have been requested, with certain restricted time periods imposed, within which **our Client** has to submit its comments and/or objections to such advertisements.

Our instructions are to at this stage, provisionally, vehemently, object against the **draft MTREF**, insofar as same pertain to Bulk Contribution tariffs in respect of Roads and Stormwater.

We at the outset, have to record that we consider the entire public participation process embarked upon by your **Municipality** in respect of this **draft MTREF**, which is of a monitory nature and of crucial importance to all developers in this Country during this restricted COVID-19 lock down period, enforced upon **our Client** and ourselves, in terms of the Disaster Management Act, Act 57 of 2002 by the South African Government.

It is considered as extremely unreasonable and intransparent, that your **Municipality** elected to embark on this public participation during this restricted movement period in circumstances where most other public organizations like GDARD and other Municipalities, indeed refuse to accept any public participation actions in respect of Applications governed by these Departments during this period.

At the outset therefore, we consider the decision of your **Municipality** to in the abovementioned unsavoury and restricted circumstances embark on this crucial public participation process with devastating financial implications for **our Client** and other developers, during this period.

Kindly take note that all **our Client's** rights to if required take any final resolution in adoption of such tariffs by your **Municipality** in these circumstances on review should it be required.

In the interim however and with full reservation of **our Client's** rights to elaborate in this regard we have to record the following:

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

The **Municipality's draft MTREF** proposes the following, severe, increase in tariffs for Roads and Stormwater services:

ROADS:

The proposed change relates to the basis of calculation from "trip generation" to "trip length" distribution hence the unit utilized for Bulk Service Contribution calculation is now vehicle-km/hr. This system is according to our instructions used in a number of Metros and Municipalities in line with the National Standard **COTO** approved Technical Methods for Highways.

Provision is now made for land cost for the road network. It also deals with the recalculation of units with base year of construction commencing in 2007.

Roads tariffs are according to our reading of the **draft MTREF** based on the following escalated road construction cost (excluding land):

Construction Cost:	R 24 377 033 per kilometer
Strength Component:	R 3 200 208 per kilometer

The development charges are then calculated using the formulas provided in **COTO's**:

- **TMH 15** South African Engineering Services Contribution Manual for Municipal Road Infrastructure and
- **TMH 17** South African Trip Data Manual

The development charges are apparently determined by using the above cost rates, the trip parameters and formulae provided in these **COTO** manuals.

From a comparison between the charges which applied until 30 June 2020, it seems as if your **Municipality** has now combined the components of width and strength and the differentiation between main and local network, to only 2 (two) components

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

being capacity and strength components.

It moreover seems that the previous aggregate charges payable in respect of roads equated to an amount of R2965,00 per peak hour trip.

The new differentiation between only the capacity and strength components, in total now amounts to R7999.50 per vehicle/km/hour.

It seems as if the differentiation of charges on a regional basis is unfounded and may indeed constitute a serious discriminatory practice which promises to give rise to numerous unnecessary disputes. There is no objective rational for such differentiation since the construction of roads and installation of stormwater infrastructure costs remain exactly the same, irrespective of the region in which development occurs. Your **Municipality** are consequently urged to revisit such arbitrary charge differentiation on basis of region.

Due to the fact that the unit criterion, has now been changed, the aforementioned amounts can according to our advice, not directly be compared.

We have however on a superficial basis, obtained an input from **our Client's** Engineers by virtue of which the 2020 charges have been compared to the 2021 charges in respect of 3 (three) standard land use components being "Educational" and "Residential 4" as well as "Student housing".

Such comparison reveals that the new Roads Bulk Service Contribution proposed by your **Municipality** would in practice result, in respect of "Educational" land use rights, in an increase of 74% while the increase in respect of "Residential 4" would be 42% and in respect of "Student housing" 27%.

The aforementioned increase percentages, are in any language exorbitant and unrealistic, especially in the context of the current economical trends and circumstances which pertain to the South African economy and the devastating

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

impacts, which have been caused by the worldwide COVID-19 pandemic.

In addition, such unrealistic and outrageous increase percentages, bears no relevance with for instance CPIX, Bank, Interest Rates, Economic growth Rates, Inflation rates and the like and seem to stem from a totally uninformed and unsubstantiated *modus operandi* followed by your **Municipality** divorced from any economic reality.

We have moreover, on comparison of the proposed Bulk Contribution charges of your **Municipality** would that of an adjacent Metropolitan Council, being the Johannesburg Metropolitan Municipality, determined that your **Municipality's** charges in aggregate, exceeds that of the Johannesburg Metropolitan Municipality in respect of roads with more than 39% (thirty nine percent).

The unrealistic and exorbitant nature of the new road contribution charge proposed by your **Municipality**, is also glaringly obvious, if it is compared with the increases, proposed by your **Municipality** in respect of other Engineering Services i.e. Water and Sewer, where the average increase, equates to a mere 5%.

It shall be illustrated herein after, that the proposed Bulk Service Contribution in respect of Roads, and Stormwater to be dealt with herein after, do not give effect to the legislative provisions by virtue of which your **Municipality** should impose fair market related and affordable charges within your area of jurisdiction in order to give emphasis to development initiatives and maintain a reasonable minimum level of Municipal services.

AD STORMWATER:

It seems from our understanding of the draft, that your **Municipality** with regard to the stormwater network, has abandoned the earlier differentiation between the main and local stormwater network and has also abandoned the differentiation between township development and other land use changes.

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

It seems as if your **Municipality** has now reduced the above to a single component i.e. "stormwater network" which indeed, on our calculation, constitutes an increase of R8.26 for the calculated unit, the latter which in turn, equates to an increase of 61%.

In order to illustrate the aforementioned comparison, **our Client's** Engineers have similar to the above comparison, using the same land use components i.e. "Educational", "Residential 4" and "Student housing" determined, that the effective and practical increase which would stem from your **Municipality's** intended new charges, would in respect of "Educational" be 209%, in respect of "Residential 4" 62% and in respect of "Student housing" also 62%.

Again, the abovementioned increase percentages, are exorbitant and not related to the market tendencies current economic and prevailing circumstances in South Africa and have no relation whatsoever with realistic economic indicators pertaining to development and maintenance of Engineering Infrastructure.

Our Client consequently holds the view that the abovementioned increases in both Bulk Contributions in respect of Roads and Stormwater, should be revisited and be amended, in order to at best, in practice, yield an increase of 5%.

The unrealistic, uninformed and somewhat irresponsible increase of charges proposed by way of the **draft MTREF**, should be considered and indeed reconsidered in the context of the applicable legislative provisions, by virtue of which your **Municipality** is supposed to in a responsible and reasonable fashion, govern development and infrastructure maintenance within your area of jurisdiction.

In the above regard, we refer to the following:

Section 151 of the **Constitution** indicates the status of Municipalities in that:

(1) The local sphere of government consists of municipalities, which must be established for the whole of the territory of the

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & WILHELM SCHEEPERS (BA LLB)

Republic.

- (2) The executive and legislative authority of a Municipality is vested in its Municipal Council.**
- (3) A Municipality has the right to govern, on its own initiative, the local government affairs of its community, subject to national and provincial legislation, as provided for in the Constitution.**
- (4) The national or a provincial government may not compromise or impede a Municipality's ability or right to exercise its powers or perform its functions.**

Section 152 of the **Constitution** contains the objects of Local Government in that:

(1) The objects of local government are-

- (a) to provide democratic and accountable government for local communities;**
 - (b) to ensure the provision of services to communities in a sustainable manner;**
 - (c) to promote social and economic development;**
 - (d) to promote a safe and healthy environment; and**
 - (e) to encourage the involvement of communities and community organisation in the matters of local government.**
- (2) A Municipality must strive, within its financial and administrative capacity, to achieve the objects set out in subsection (1).**

Section 153 of the **Constitution** entail the developmental duties of Municipalities by stating that:

A Municipality must-

- (a) structure and manage its administration and budgeting and planning processes to give priority to the basic needs of the community, and to promote the social and economic development of the community; and***
- (b) participate in national and provincial development programmes.***

Section 229 of the **Constitution** indicates that the Municipal fiscal powers and functions of Municipalities are that:

(1) Subject to subsections (2), (3) and (4), a Municipality may impose-

- (a) rates on property and surcharges on fees for services provided by or on behalf of the Municipality; and***
- (b) if authorized by national legislation, other taxes, levies and duties appropriate to local government or to the category of local government into which that Municipality falls, but no Municipality may impose income tax, value-added tax, general sales tax or customs duty.***

(2) The power of a Municipality to impose rates on property, surcharges on fees for services provided by or on behalf of the Municipality, or other taxes, levies or duties-

- (a) may not be exercised in a way that materially and unreasonably prejudices national economic policies, economic activities across municipal boundaries, or the national mobility of goods, services, capital or labour; and***
- (b) may be regulated by national legislation.***

Section 73 of the **Systems Act** states the general duties of a **Municipality** in that:

(1) A Municipality must give effect to the provisions of the Constitution and-

- (a) give priority to the basic needs of the local community**
- (b) promote the development of the local community; and**
- (c) ensure that all members of the local community have access to at least the minimum level of basic municipal services.**

(2) Municipal services must-

- (a) be equitable and accessible;**
- (b) be provided in a manner that is conducive to-**
 - (i) the prudent, economic, efficient and effective use of available resources; and**
 - (ii) the improvement of standards of quality over time;**
- (c) be financially sustainable;**
- (d) be environmentally sustainable; and**
- (e) be regularly reviewed with a view to upgrading, extension and improvement.**

Section 74 of the **Systems Act** states that:

(1) A municipal council must adopt and implement a tariff policy on the levying of fees for municipal services provided by the Municipality itself or by way of service delivery agreements, and which complies with the provisions of this Act, the Municipal Finance Management Act and any other applicable legislation.

(2) A tariff policy must reflect at least the following principles, namely that-

- (a) users of municipal services should be treated equitably in the application of tariffs**

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DANIELE LOUW (LLB PGDFP) & WILHELM SCHEEPERS (BA LLB)

-
- (b) the amount individual users pay for services should generally be in proportion to their use of that service;...*
 - (d) tariffs must reflect the costs reasonably associated with rendering the service, including capital, operating, maintenance, administration and replacement costs, and interest charges;*
 - (e) tariffs must be set at levels that facilitate the financial sustainability of the service, taking into account subsidisation from sources other than the service concerned;*
 - (f) provision may be made in appropriate circumstances for a surcharge on the tariff for a service;*
 - (g) provision may be made for the promotion of local economic development through special tariffs for categories of commercial and industrial users;*
 - (h) the economical, efficient and effective use of resources, the recycling of waste, and other appropriate environmental objectives must be encouraged;*
 - (i) the extent of subsidisation of tariffs for poor households and other categories of users should be fully disclosed.*

(3) A tariff policy may differentiate between different categories of users, debtors, service providers, services, service standards, geographical areas and other matters as long as the differentiation does not amount to unfair discrimination.

CONCLUSION

The public participation process followed by your **Municipality** in the current COVID-19 lock down circumstance is insufficient and flawed. In view of the fact that it pertains to financial aspects with severe monetary implications to the subjects of your **Municipality**, it is inexplicable that your **Municipality** could have proceeded with

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
 Assisted by / Bygestaan deur:
 DANIELE LOUW (LLB PGDFP) & WILHELM SCHEEPERS (BA LLB)

such public participation process in conflict with the provisions of Section 19, 21 and 21A of the **Systems Act**, which *inter alia* as a peremptory provision requires that public meetings should have been held in that regard. We have already reserved **our Client's** rights in that regard.

In addition, as was briefly illustrated above, the proposed increases in the Bulk Service Contributions pertaining to Roads and Stormwater, are not market related, exorbitant, and indeed would not give effect to the principles and obligations imposed upon your **Municipality** with regard to responsible governance within your area of jurisdiction.

In the latter regard, implementation of such exorbitant increased tariffs, shall render development within your area of jurisdiction unaffordable. It would moreover, not contribute to economic sustainable and effective Engineering Infrastructure and would not give effect to the principles of equitable and proportionate implementation criteria.

In addition, such proposed increased charges, would certainly not be in support of local economic development, would be materially prejudicial to all local developers, and would indeed disregard National Economic Policies by virtue of local economic development, is supported and enhanced.

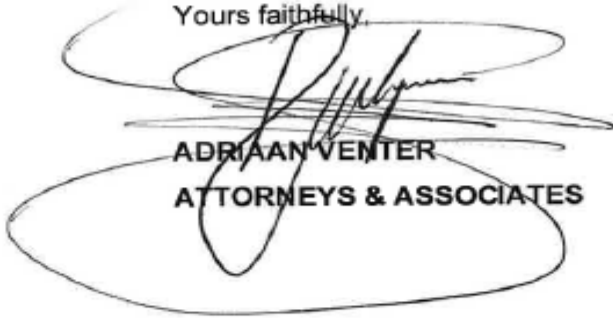
We expect that in the context of the devastating financial implications such increased tariffs would have on developers like **our Client**, many proposed developments, would be shifted from your local Municipal area to other reasonable Municipalities.

In addition, the only negative impact, which would result from such dramatic increased tariffs, is that in respect of current and pending developments of **our Client**, such increased tariffs, shall have to be imposed on *bona fide* innocent tenants and occupants of **our Client's** developments, to their detriment to this dismal current economic climate in South Africa.

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

Your **Municipality**, is consequently, with full reservation of all **our Client's** rights, requested to revisit such proposed charges, reduce them to not more than an increase of 5%, and inform us of your **Municipality's** decision in that regard.

Yours faithfully,



ADRIAAN VENTER
ATTORNEYS & ASSOCIATES

JAN ADRIAAN VENTER (BA B.PROC LLB LIMB)
Assisted by / Bygestaan deur:
DANIELE LOUW (LLB PGDFP) & **WILHELM SCHEEPERS** (BA LLB)

Comment 34: Frans Hefer - 19 June 2020

From: Frans Hefer

Sent: 19 June 2020 21:18

Subject: Tariff increases

Good day to you.

I find it totally insensitive that the council would even think of increasing our rates in this Covid-19 times and it's devastating effects on our economy and finances of the Tshwane rate payers. I am sure the council is aware that millions of people has lost their jobs.

There are thousands of pensioners that will not get any increase and has lost lots of money as the stock markets are negatively affected. It is irresponsible of councillors etc to take any salary increase. This increase should be postponed by at least 12 months. I fail to understand that the council wants to charge R120-00 access fee when our readings are taken on street level.

Thanks.

Frans Hefer

Comment 35: CT van der Merwe – NUK – 20 June 2020

From: CT vd Merwe

Sent: Saturday, 20 June 2020 8:22 PM

Subject: NUK Comments



Noordelike Uiekomitee
10 Spiral Aloe street
Macadamia @ The Aloes, Polokwane
Tel: 082 451 7913 / 015 065 0175

2020-06-16

Mr Mpho Nawa

Lead Administrator

City of Tshwane

e-mail: mphona@tshwane.co.za

Re: Commentary on the City of Tswane IDP revision.

The Northern Onion Committee refers to commentary provided to you by Potatoes SA. We fully support Potatoes SA in their comments on the City of Tswane IDP revision. In particular we support their emphasis on service delivery of the TM – not only to the producers but also to the buyers at TM! TM endured in recent times a large amount of criticism in the areas of service delivery in general as well as hygiene standards and safety. If buyers, and in the end the consumers buying the produce, associate TM with low hygiene standards, farmers may be forced to use alternative markets.

Infrastructure and safety determine the buyer's experience and ultimately the price paid for produce. We are of the opinion that the proposed budget does not make sufficient provision for these important issues. Revision of the IDP must reflect the importance of these items by means of detailed budget indicating how the issues will be addressed.

We are hopeful that Tswane will use this revision process to make all stakeholders of the TM proud to be associated with it as it used to be in the past.

Yours sincerely

CT van der Merwe: Chair NUC

Comment 36: Erica Bergman – MAP Forum - 22 June 2020

From: Erica Bergman

Sent: 22 June 2020 15:12

Subject: COMMENTS ON 2020/2021 - 2022/2023 IDP

Dear Sirs

Attached please find our comments on the revised IDP, SDP and medium-term budget. Please do not hesitate to contact me should you require any further information.

Kindly acknowledge receipt of this email.

Regards

Erica

Your reference:
Our reference: E/MAP/2017/L32

The Administrator
Mr Mpho Nawa
c/o Utility Services
City of Tshwane
PRETORIA
0001



MAP FORUM
Erica Bergman
345 Kommetjie Crescent
GARSFONTEIN 0081
Cell 084 505 0158
Mapforum.111@gmail.com

22 June 2020

For Attention: Mr Mpho Nawa

Dear Mr Nawa

PROPOSED REVISION OF THE CITY OF TSHWANE 2020/2021 INTEGRATED DEVELOPMENT PLAN, METROPOLITAN SPATIAL DEVELOPMENT FRAMEWORK AND THE DRAFT 2020/2021 - 2022/2023 MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK

Thank you for making the documents available for public scrutiny and comment.

The documents, however, was made available to us at truly short notice and we've only just received the comments from the various parties. Apologies for the inconvenience caused by the delay.

1. 2020/2021 INTEGRATED DEVELOPMENT PLAN

We are glad to support your initiatives for an integrated development plan based on the pillars of Economic growth and Development, Caring for residents and promoting inclusivity, Open honesty and responsiveness from the City, Keeping residents safe, Excellent service delivery including protection of the environment.

You are on the right track.

2. METROPOLITAN SPATIAL DEVELOPMENT FRAMEWORK

We support changes to the Spatial Development Framework and agreed that housing needs to be prioritized, along with supporting infrastructure.

We cannot see from your documents what the proposed changes are. Since the comments for the SDF is only due in July 2020, kindly circulate or give access to bigger format drawings (preferably A0) so that we can print these out and get experts such as town planners, engineers and planners to look at it.

3. DRAFT 2020/2021 - 2022/2023 MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK

3.1. Revenue Framework

I compared the current Framework (32 pages) to the previous Framework (773 pages).

Your Estimated 2021/2022 budget was R40.2 billion last year with an 7.5% estimated increase, but is now R41.2 billion.

Since you had a surplus of R1.2 Million from last financial year, please clarify.

3.2. Repairs and Maintenance

Your budget for Repairs and Maintenance is R1.7 Billion.

Because your Framework gives no details on how the money is spent, it is difficult to comment.

We hope that your planning for Roads infrastructure provide for resurfacing of roads and / or crack sealing, as it is much cheaper in the long run to reseal roads than to rebuilt.

Please work on the principle that existing infrastructure must be adequately maintained. This may increase your short-term cost, but increased savings in the long-term, as maintenance is much cheaper than replacement.

3.3. Capital budget

Your Capital Budget is R3.55 Billion.

You budget for Environment has been halved. Shared Services had their budget reduced to 1/3 of the previous. Utility Services' budget has remained similar to the previous.

3.4. Key capital projects

We presume that the above is reflected in the Key capital projects.

The Environmental Department has requested funding for the following projects:

- New entrance gate at Moreletakloof with ablution facilities and formal parking - R8 Million
- Moving of entrance to Faerie Glen Nature Reserve entrance in accordance with previous planning - R12 Million

We think these items could stand over for a while.

The Rooiwal community has requested:

- The expansion of the water reticulation network to include the areas of Grootvlei Wes, Mont Lorraine, Vastfontein, Luthof, Bultfontein, Interminne, Kromdraai and Rooiwal. The priority should be just downstream of the Rooiwal Waste Water Treatment Works.

Previous analyses have indicated that the city has been providing tanked water for more than 10 years to some communities, as the pollution from the Rooiwal WWTW has contaminated their underground water sources to such an extent that the water is unusable. Analyses proved that the cost of the tanked water over the period probably exceeds the cost of installation of a piped system. It was agreed that the pipe network be installed in phases.

Has provision been made for the first phase of this project? This project is deemed a priority, unless you have budgeted for the prevention of the contamination of the underground water from Rooiwal.

From previous discussions between MAP and the City Manager's Office:

- The protection of existing key infrastructure (Reservoirs, WWTWs, substations, etc) has been identified as a key priority. The Utilities Services Department has identified a R100 Million project. This was supposed to be done by the Metropolitan Police Department, but with last feedback the Utilities Department has requested for this project to be transferred to them.

It does not appear that budget has been allocated to this project under any of the Departments. Kindly rectify or give feedback on your planning.

- You allocated R218 Million to the refurbishment of WWTWs. This seems wholly inadequate, as we need R150 Million for Rooiwal alone as per the previous planning.

It was agreed that the City will prioritise Rooiwal. In addition to the refurbishment of the Works (costed at R3 Billion total over 12 years) we suggest that you consider alternatives. The lands on which the excess sludge is pumped must be lined so that the underground water resources are protected. We suggest that you consider Engineered Wetlands, which will assist with dealing with the sludge. We will support this project in lieu of the extension of the water reticulation project mentioned above.

An alternative would be to install a French-developed Phragmifilter system upstream and inline of Rooiwal, which will reduce the sludge and improve water quality. Proper planning and additional methods such as these can extend the life of the existing plant and if water quality can be improved sufficiently, this may obviate the need to expand the Works.

- It was agreed that after Rooiwal, the four most ineffective WWTWs will be prioritized, including Klipgat WWTW.

Klipgat WWTW is 100% inoperable and needs R50 Million at least to refurbish. Because of the location and size of Klipgat, we recommend that you rather change the WWTW to an Engineered Wetland. Engineered Wetlands have extraordinarily little infrastructure that needs to be maintained, and even less that can be sold as scrap metal. The existing tanks can be reused.

The capital cost should be similar to traditional works, but the maintenance is much much cheaper - R50 Million capital needed. Calculations were done by your Mr Tommy Hilder that indicates that the existing works may be sufficient to accommodate in the needs. Should additional land be required, a portion of land is available opposite the river.

- Solid Waste

The need for recycling has been pointed out to the City and we have repeatedly requested feedback on planning thereof. It is unacceptable that solid waste is managed in the same way as it was 30 years ago.

We see no Key Capital Projects for recycling. As Solid Waste Management falls under Environment, and the budget for Environment has been halved, this is worrying.

Please plan for recycling - budget and planning please.

The work that was done last year by Telmar Consultants and Rand Merchant Bank for the Rehabilitation Plan for Roodeplaas Dam is comprehensive and practical. As they looked at the full catchment area of the Dam, extensive work was done in the East, Mamelodi, and Kameeldrift among others to identify problem areas with housing, rubbish and pollution, and specifically to develop practical solutions. These plans can be expanded to encompass the City.

- Bylaws

We have previously discussed the possibility of developing an environmental certificate to be supplied by home-owners upon sale of their property, similar to an electrical certificate. Such an environmental certificate is required in Cape Town, and requires home-owners to have all aliens removed, and to ensure that there is no ingress of stormwater into the sewer system. This will immediately reduce pressure on the WWTWs.

The bylaws must support this concept before it can be implemented.

Strengthening of the bylaws and the possibility of fines for transgressions, including illegal dumping, will curb some of the problems currently experienced in the City. The budget for illegal dumping for instance, can be reduced with proper planning and implementation.

3.5. Total budget

Your Capital Budget is R3.55 Billion and your Repairs and Maintenance budget is R1.7 Billion.

Please indicate how the remainder of the R41.2 billion is to be spent, as it is unclear where the capital and maintenance costs are slotted in with your figure on Page 17.

Thank you for the opportunity to participate in the Budget planning. We realize this is a big and difficult task and wish you the best of luck with the process.

We'd like to request that the monthly meetings that was held between the MAP Forum, Rooiwal Committee and the joint office of the Mayor and City Manager be resumed. There are several presentations that the City was supposed to give that was put on ice due to the lockdown. I'll coordinate with the City Manager's office to organize.

We look forward to working with you in future.

Please do not hesitate to contact us should you require any further information.

Yours faithfully,



Chair: MAP Forum
Moreleta Apies Pienaars River Sub-catchment

Rooiwal Committee

SCHEDULE G

EXTENSIONS AND NON-COMPLIANCE WITH TIME PROVISIONS

APPLICATION FOR EXTENSION TO THE BUDGET PROCESS			
<i>Note: The application must be submitted to the MEC for finance</i>			
Name of Municipality:	CITY OF TSHWANE METROPOLITAN MUNICIPALITY		
1. State the relevant section of the Act and regulation for which extension is being applied.			
Sec 24(1) MFMA			
2. State the revised completion date the extension is required.			
<i>Processes</i>	<i>Legislated date</i>	<i>Number months of</i>	<i>Proposed Extension Date</i>
Tabling of the budget for consideration by Council for approval	30 days before the start of the budget year – 31 May 2020	1 month	30 June 2020
3. State how the proposed extension will affect the remaining legislated process and how compliance will be achieved with other MFMA timelines			
All other MFMA timelines will be met			
4. State the underlying reasons why an extension to a legislated timeframe is being requested. If the extension is requested for budget timeline extension, attach the municipalities approved time schedule including the dates that earlier processes have been undertaken.			
<p>The Council has been dissolved in terms of Section 139(1)(c) of the Constitution and an Administration Team has been appointed by the Provincial Executive Committee in March 2020. The Administrator team were not ready to make recommendation on the draft Budget for public consultation and its administrative procedures and structures had to be out in place to take decisions. The declared Covid-19 disaster, also placed restrictions on public processes to be followed as well as planned meetings of Councils to consider their reviewed IDP's and Budgets. A proposal on to conduct or allow the public to engage on the draft reviewed IDP and Budget were developed in line with the Covid-19 directives by the Minister of COGTA. This was approved by the Administrator which then paved the road for preparations to start for the publication and consultation process with stakeholders and the public. The Administrator approved the draft reviewed IDP and Budget on 14 May 2020 to be published for public comments. The commenting period started on 19 May 2020 and will end on 19 June 2020. The Administrator will consider comments and inputs received and should approve the 2020/21 reviewed IDP and 2020/21-2022/23 MTREF by 30 June 2020.</p>			

Km

CONTACT DETAILS:

Mayor' Office Contact Details			
Name of contact person:	Nasiphi Moyo		
Telephone:	Code (012)	358 2899	Fax:
Municipal Manager Contact Details			
Name:	Mavela Dlamini		
Telephone:	Code (012)	358 4901	Fax:
Municipality's Postal Address			
PO Box 440			
Pretoria			
Postal Code			0001

KM


5. Detail the action plan that has been instituted to address the reasons for the legislated timeframe not being met.	
<i>Reasons for delay</i>	<i>Action Plans to resolve</i>
Dissolving of Council through an intervention in terms of Section 139(1)(c) of the Constitution	Administration team has been appointed and has considered the draft reviewed IDP and Budget and approved it for public consultation on 14 May 2020.
6. Detail what corrective action has been or will be put in place to prevent a recurrence in future years.	
<i>Reasons for delay</i>	<i>Action Plans to resolve</i>
The Section 139(1)(c) intervention has not been instituted in the City previously and certain internal processes had to be put in place for decision making by the Administrator	This is a rare occurrence and it is expected that all other processes will take place as scheduled.
7. Has an application for an extension to a timeframe been made previously	
<i>Date of application</i>	<i>State whether application approved or not approved</i>
September 2017 on the approval of the Budget Timelines for the 2018/19 MTREF preparations.	Yes, it was approved

Declaration:

I, Mpho K Nawa, hereby declare that:

1. The information submitted above is, to the best of my knowledge, accurate.
2. A copy of this application will be tabled at the next meeting of the Administrator subsequent to the submission of this application.

SIGNED:



Head Administrator

DATE:

01 June 2020

Ms N Nkomo-Ralehoko, MPL
MEC for Finance and E-Government
Gauteng Treasury
Private Bag X112
Marshalltown
2107

29 May 2020

Honorable Nkomo-Ralehoko,

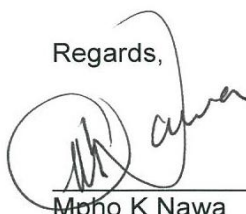
**APPLICATION FOR EXTENSION TO THE BUDGET PROCESS – TABLING OF
BUDGET FOR CONSIDERATION FOR APPROVAL 30 DAYS BEFORE THE START
OF THE BUDGET YEAR**

This serves to submit an application for an extension on the tabling of the 2020/21 Financial Year (FY) MTREF for approval – see Schedule G attached.

This application is in line with the Municipal Budget and Reporting Regulations for the extension of timelines relating to the tabling of the 2020/21-2022/23 MTREF.

Your favorable consideration will be appreciated.

Regards,



Mpho K Nawa
HEAD ADMINISTRATOR

Copy:

Ms. Malijeng Ngqaleni
The Deputy Director General: National Treasury



GAUTENG PROVINCE

PROVINCIAL TREASURY
REPUBLIC OF SOUTH AFRICA

Enquiries: Frans Sabbat
Chief Directorate: Local Government Financial Services
Tel: (011) 227 9051
Email: frans.sabbat@gauteng.gov.za

Mr. N Nawa
Office of the Head Administrator
City of Tshwane Municipality
P.O. Box 440
PRETORIA
0001

By email: Mpho.Nawa@gauteng.gov.za

Dear Mr. N Nawa

APPLICATION FOR EXTENSION OF TIME: BUDGET APPROVAL BY 30 JUNE 2020

Your communication dated 29 May 2020, regarding the above matter has reference. Whilst the official signed letter is dated 29 May 2020, I have however noted that the annexed 'Schedule - G Application' was only signed on 1 June 2020, which is after 31 May 2020.

As you may know, section 16(1) of the MFMA states that the council of a municipality must for each financial year approve an annual budget for the municipality before the start of that financial year. Section 24(1) of the MFMA further states that the municipal council must at least 30 days before the start of the budget year consider approval of the annual budget.

Section 27(1) of the MFMA further states that the mayor of a municipality must, upon becoming aware of any impending non-compliance by the municipality of any provisions of the MFMA or any other legislation, pertaining to the tabling or approval of an annual budget or compulsory consultation process, inform the MEC for Finance in the province, in writing, of such impending non-compliance.

Section 27(2) of the MFMA further states that if the impending non-compliance pertains to a time provision, except section 16(1), the MEC for Finance may, on application by the mayor and on good cause shown, extend any time limit or deadline contained in that provision, provided that no such extension may compromise compliance with section 16(1).

As the MEC for Finance in Gauteng, I have considered the application of the municipality against this background as follows:

- a) The municipality submitted a formal application as required by the Municipal Budgeting and Reporting Regulations and the reasons for the extension of time application provided by the municipality appears to be legitimate;
- b) Although the municipality did not contravene section 16(1) of the MFMA as yet, the request of the municipality is in contravention of section 24 of the MFMA and also against the request from the Minister of Finance at the recent National Budget Council meeting, that all municipalities in South Africa adopt the annual budget by 31 May 2020 as guided by the National Treasury in the Annexure to MFMA Circular No. 99;

- c) As the MEC for Finance, I have consulted the National Treasury; and
- d) This consideration by me as the MEC for Finance is in line with section 27(2) of the MFMA as well as Municipal Budgeting and Reporting Regulations 60 and 61.

Further to this, I consequently hereby grant the extension of time to the municipality, until 30 June 2020 to approve the annual budget. This approval is however subject to the following:

- a) The extension is granted based on the reasons provided by the municipality as per the 'Schedule- G' application of the municipality;
- b) The municipality must ensure the relevant required legislative budget processes are followed, specifically as it relates to the public consultations and the publication of the rates and tariffs as per the MSA;
- c) As per Municipal Budgeting and Reporting Regulation 60(2), the mayor must table a copy of the Schedule-G application at the first municipal council meeting following the submission of the application; and
- d) The municipality or municipal council MUST approve the annual budget by no later than 30 June 2020.

You are further reminded of section 25 of the MFMA which outlines the process to be followed in the case a municipal council failed to approve an annual budget before the start of a budget year, whilst section 26 of the MFMA outlines the consequences for a municipality in such a case.

Section 25(3) of the MFMA more specifically states that if a municipality has not approved an annual budget, including revenue-raising measures necessary to give effect to the budget, by the first day of the budget year, the mayor must immediately comply with section 55 of the MFMA.

Section 26(1) of the MFMA on the other hand states that if by the start of the budget year, a municipal council has not approved an annual budget or any revenue-raising measures necessary to give effect to the budget, the provincial executive of the relevant province must intervene in the municipality in terms of section 139(4) of the Constitution.

Your understanding and co-operation in this regard will be appreciated.

Kind regards,



MS NOMANTU NKOMO-RALEHOKO
MEMBER OF THE EXECUTIVE COUNCIL
GAUTENG PROVINCIAL TREASURY
DATE: 2020/06/17

Cc: Director-General: National Treasury
Office of the Auditor General of South Africa