

SWARTLAND MUNICIPALITY

TARIFF POLICY

REVIEWED AND AMENDED

MAY 2023

PREAMBLE

In terms of section 74 of the Local Government: Municipal Systems Act, of 2000, the Municipality of Swartland must adopt and implement a Tariff Policy that complies with the provisions of any applicable legislation on the levying of fees for municipal services provided by or on its behalf.

Section 75 of the Systems Act requires that the Council adopt by-laws to give effect to the implementation and enforcement of its Tariff Policy.

TABLE OF CONTENTS

1. Objectives of policy
2. Tariff principles
3. Categories of consumers
4. Service classification
5. Expenditure classification
6. Cost elements
7. Tariff types
8. Tariff structure and methods of calculations
9. Notification of tariffs, fees and service charges
10. POPIA compliance

DEFINITIONS

“Availability charges” shall mean charges that may be levied against immovable property with or without improvements, which is not connected to any municipal service works where such property can be reasonably so connected or having access to the service;

“Average consumption” means the average consumption by a customer of a municipal service and may be calculated on the basis of the average usage over the prior calendar year 3 month seasonal average, circumstances of the consumer or any other practical method deemed appropriate given the specific set of circumstances of a consumer, within the capabilities of the financial system for purposes of an audit trail;

“Conservancy tank” means a tank which is used for the retention or temporary retention of the discharge from a drainage installation and which is emptied at intervals. References to a conservancy tank will be interchangeably used for a French drain where such request for pumping is received inclusive of the term: septic tank.

“Consumer” –

- (a) with effect from 1 July 2015 and with regard to property zoned for residential purposes, the owner of the property shall be regarded as the consumer, irrespective of who the tenant or occupier is, provided that where a lease agreement in respect of such property exists on 1 July 2015, the tenant or occupier shall still be regarded as the consumer until expiration of the agreement, subject to the provisions of the definition clauses in section 1 of “occupier” and “owner” of the policy;

- (b) with regard to any other property, the person who receives or uses municipal services or benefits there from; and
- (c) with regard to municipal property that is leased, the person who receives or uses municipal services or benefits there from;

“Dwelling” the portion of a building or structure on a property, where a household lives as a permanent resident, with authorized separate municipal services connections;

“Domestic consumer” refer to all persons older than 18 years that resides within a dwelling on a property within the jurisdiction of the Council regardless whether the person rents or owns the property, which shall include an indigent household;

“Indigent household” means a household, including a child-headed household, registered as such with the Municipality lacking the necessities of life which –

- (a) complied with the property threshold criteria as set in 2014 until such time that an audit or in-loco inspection is performed or re-application is made ;or
- (b) qualifies per the requirements set in paragraph 3; or
- (c) still qualifies as per an audit or an in-loco inspection as referred to in paragraph 4; and
- (d) occupies property within the boundaries of the jurisdiction of the municipality; and
- (e) includes all persons who live on the property;

“Interest” means a charge levied, on all arrear accounts calculated at an interest rate, which is one percent higher than the prevailing prime interest rate;

“kWh” means kilowatt-hour and is a unit of energy consumption measurement.

“kVA” means kilovolt-ampere and is the is the unit used for the apparent power in an electrical circuit

“kVARh” means kilovolt ampere reactive hours and is a unit of measurement of reactive power

“Municipal area” means the area in respect of which the Municipality has executive and legislative authority as determined by the Constitution and national legislation and the area as demarcated by the Demarcation 1998 (Act no. 27 of 1998);

“Municipal council” means the council of Swartland Municipality;

“Municipality” means Swartland municipality and includes any delegated official or service provider of the municipality;

“Network charges” shall mean charges that may be levied against immovable property with or without improvements, which is connected to any municipal service works or where such a property has reasonable access to municipal services;

“Occupier” means any person who occupies any property or part thereof or has control over such premises, without taking cognisance of the title in which such person occupies the property;

"Owner" (a) as regards property in terms of section 1(a) of the definition of "property": a person in whose name ownership of the property is registered;

(b) as regards a right in terms of section 1(b) of the definition of "property": a person in whose name the right is registered;

(c) as regards a land tenure right in terms of section 1(c) of the definition of "property": a person in whose name the right is registered or to whom it was granted by legislation; or

(d) as regards public service infrastructure in terms of section 1(d) of the definition of "property": the organ of state which owns or controls the public service infrastructure concerned;

provided that, for the purposes of this policy, the Municipality also regards a person mentioned below as the "owner" of a property in the following cases –

(i) a trustee, in the case of a property held in a trust, excluding state trust land;

(ii) an executor or administrator of a deceased estate;

(iii) a trustee or liquidator of an estate that is insolvent or under liquidation;

(iv) a judicial manager of the estate of a person under judicial management;

(v) a curator of the estate of a person under curatorship;

(vi) a usufructuary or other 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; and

(vii) a buyer, in the case of a property that was sold and of which possession was given to the buyer pending registration of ownership in the buyer's name;

(e) as regards immovable property of which the Council is unable to determine the identity of the owner: the person who is entitled to the beneficial use thereof;

(f) as regards immovable property in respect of which a lease agreement of 30 (thirty) years or longer was concluded: the lessee thereof;

(g) in respect of –

(i) a portion of land demarcated on a sectional title plan and registered in accordance with the Sectional Titles Act 95 of 1986: the developer or governing body, as far as the joint property is concerned;

(ii) a portion of land: the person in whose name that portion is registered in accordance with a title deed, including the lawfully appointed representative of such person;

(iii) any person, including but not limited to –

(aa) a company registered in accordance with the Companies Act 71 of 2008, a trust inter vivos, a trust mortis causa, a close corporation registered in accordance with the Close Corporations Act 69 of 1984, and a voluntary association;

(bb) any government department;

(cc) any council or governing body established in accordance with any legislation in force in the Republic of South Africa; and

(dd) any embassy or other foreign entity;

person includes –

(a) a natural person;

(b) a juristic person;

(c) for the purposes of this policy, any industrial or commercial undertaking; and

(d) an organ of state;

"POPIA" means the Protection of Personal Information Act 4 of 2013

“Property” shall mean –

- (a) immovable property registered in the name of a person, including, in the case of a 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;

“Tariff Policy” means a Tariff Policy on the levying of fees, rates or taxes for municipal services provided by the Municipality itself and that complies with the Municipal Systems Act, (Act no. 32 of 2000); and

“The Act” means the Municipal Systems Act, (Act no, 32 of 2000);

1. Objectives of policy

The objectives of this policy are –

- (a) To comply with the provisions of section 74 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000); and
- (b) To give guidance to the councilor responsible for finance regarding tariff proposals to be submitted to council annually during the budget process.
- (c) To ensure the fair, equitable and transparent charging for municipal services
- (d) Revenue adequacy and certainty

The Municipality must have access to adequate sources of revenue to enable it to carry out its functions. The Municipality must:

- (i) Fully exploit the available sources of revenue to meet its developmental objectives; and
- (ii) Be reasonably certain of its anticipated revenue streams to allow for realistic financial planning.

(e) Sustainability

Financial sustainability requires a budget that balances. This means that the Municipality must ensure that:

- (i) Services are provided at affordable levels; and
- (ii) It is able to recover the costs of service delivery where appropriate.

2. Tariff principles

The following principles shall apply –

- (a) restricted free services to consumers and financial assistance to indigent households shall be considered only in as far as it can be financed from –
 - (i) financial allocations by the National Government; and
 - (ii) a grant for that purpose by the municipality, which shall be determined annually during the budget process.
- (b) all consumers of municipal services must be treated equitably and the various categories of consumers must pay the same charges based on the same cost structure;
- (c) the amount payable by consumers must be in proportion to usage of the service;
- (d) indigent households must at least have access to basic services through direct subsidisation;
- (e) tariffs must reflect the total cost of services unless stated otherwise in this policy document;
- (f) where provided for in this policy, consumers may choose a tariff from a range of applicable tariffs;
- (g) tariffs must be set at a level that facilitates the sustainability of services by ensuring that –
 - (i) cash inflows cover cash outflows which mean that sufficient provision for working capital and bad debts must be made; and

- (ii) access to the capital market is maintained by providing for the repayment of capital, maintaining sufficient liquidity levels and making profit on trading services.
- (h) provision shall be made for additional tariffs, amended tariffs and surcharges on tariffs, which will apply in appropriate circumstances including but not limited to nationally or locally proclaimed states of disaster or periods of drought but subject to exemption from Section 28(6) of the Municipal Finance Management Act (Act 56 of 2003) having been obtained from the Minister of Finance in terms of Section 177(1)(b) of that Act;
- (i) efficient and effective use of resources shall be encouraged by providing for penalties to prohibit exorbitant use;
- (j) the extent of subsidisation of tariffs shall be disclosed;
- (k) VAT is excluded from all tariffs and shall be additional to these tariffs when applicable.

3. Categories of consumers

- (1) The tariff structure may provide for the following categories of consumers-
 - (a) domestic consumers;
 - (b) commercial consumers;
 - (c) industrial consumers;
 - (d) agricultural consumers;
 - (e) municipalities;
 - (f) consumers with whom special agreements were made;
 - (g) consumers in certain geographical areas;
 - (h) sport and recreation facilities;
 - (i) educational and communal institutions; and
 - (j) charitable and welfare institutions and organizations.
 - (k) Government.
- (2) The municipality may differentiate between different categories of consumers, debtors, service providers, services, service standards and other matters.
- (3) The differentiation shall be based on one or more of the following elements –
 - (a) infrastructure costs;
 - (b) volume usage; or
 - (c) availability or network charges and service standards.

4. Service classification

The municipality may, subject to the guidelines provided by the National Treasury and the Mayoral Committee, make provision for the following classification of services:

- (a) **trading services**
 - (i) water
 - (ii) electricity
 - (iii) camping facilities
- (b) **economic services**
 - (i) refuse removal
 - (ii) sewerage disposal

(c) community services

- (i) air pollution
- (ii) firefighting services
- (iii) local tourism
- (iv) town planning
- (v) municipal public works
- (vi) storm water management system in built-up areas
- (vii) trading regulations
- (viii) fixed billboards and the display of advertisements in public places
- (ix) cemeteries
- (x) control of public nuisances
- (xi) control of undertakings that sell liquor to the public
- (xii) facilities for accommodation, care and burial of animals
- (xiii) fencing and fences
- (xiv) licensing and control of undertakings that sell food to the public
- (xv) local amenities
- (xvi) local sport facilities
- (xvii) municipal parks and recreation
- (xviii) municipal roads
- (xix) noise pollution
- (xx) pounds
- (xxi) public places
- (xxii) street trading/street lighting
- (xxiii) traffic and parking
- (xxiv) building control
- (xxv) licensing of motor vehicles and transport permits
- (xxvi) nature reserves

5. Expenditure classification

Expenditure may be classified as:

- (a) Subjective classification which includes –
 - (i) salaries, wages and allowances
 - (ii) bulk purchases
 - (iii) general expenditure
 - (iv) repairs and maintenance
 - (v) capital charges (interest and redemption) / depreciation
 - (vi) contribution to fixed assets
 - (vii) contribution to funds –
 - (aa) bad debts;
 - (bb) working capital; and
 - (cc) statutory funds
 - (viii) contribution to reserves
 - (ix) gross expenditure
 - (x) less charge-out
 - (xi) net expenditure
 - (xii) income; and
 - (xiii) surplus/deficit

This classification of expenditure each with a unique vote must be applied to all cost centres.

- (b) Objective classification in terms of which the following cost centres must be created to which the costs associated with providing the service can be allocated –
 - (i) department
 - (ii) section/service
 - (iii) division/service

6. Cost elements

The following cost elements may be used to calculate the tariffs for the different services –

- (a) fixed costs which consist of the capital costs (interest and redemption) on external loans as well as internal advances or depreciation whichever are applicable to the service, and any other costs of a permanent nature as determined by the municipality;
- (b) variable cost which includes all other variable costs that have reference to the service; and
- (c) total cost which consists of the fixed cost and variable cost;
- (d) a cost recovery tariff; or
- (e) a combination of any of abovementioned tariffs.

7. Tariff types

In determining the type of tariff applicable to the type of service the municipality may make use of the following five options or a combination thereof –

- (a) a single tariff which shall consist of a cost per unit consumed and which will be recovered through unit charges at the level where income and expenditure breaks even. Subject to a recommendation by the Director: Financial Services the municipality may approve profits on trading services which will be added to cost of the service for the purpose of calculating the tariffs.
- (b) cost related two-to-three-part tariff which shall consist of two to three parts –
 - (i) management, capital, maintenance and operating costs may be grouped together and be recovered by a fixed charge, independent of consumption for all classes of consumers;
 - (ii) variable costs may be recovered by a unit charge per unit consumed; and
 - (iii) three part tariffs may be used to calculate the tariff for electricity and to provide for maximum demand and usage during periods of limited demand.
- (c) inclining block tariff which is based on consumption levels being categorised into blocks, with the tariff increasing as consumption levels increase. The first step in the tariffs will be calculated at break-even point and subsequent steps will be calculated to yield a result that would discourage excessive use of the commodity.
- (d) declining block tariff which is the opposite of the inclining block tariff and decreases as consumption levels increase. The first step will be calculated by dividing the fixed, variable cost and profit by the volume consumed and will only be used for special agreements;
- (e) a cost recovery tariff; or

- (f) a regulating tariff which is of a regulatory nature and the municipality may recover the full cost or a portion thereof associated with rendering the service.

8. Tariff structure and methods of calculations

The following tariff structure shall be applied to determine tariffs –

(1) Water

(a) Tariff structure-

- (i) fixed tariff per consumer plus a single tariff per unit used (kiloliters used);
- (ii) single tariff per consumer; or
- (iii) a cost recovery tariff;

(b) Method of calculation-

- (i) the fixed costs of the service shall consist of the costs indicated as such by the municipality;
- (ii) the number of consumers shall be used to determine the fixed costs per consumer;
- (iii) where a fixed cost per consumer is charged, the unit charge shall be calculated by dividing the variable cost by the volume consumed;
- (iv) where a fixed cost per consumer is not charged, the unit charge shall be calculated by dividing the total cost by volume consumed;
- (v) if for any reason a meter cannot be read or has not been read, the municipality shall be entitled to render an account based on the estimated consumption calculated on the prior calendar year 3 month seasonal average, circumstance of the consumer or any other practical method deemed appropriate given the set of circumstances of a consumer, within the capabilities of the financial system for purposes of an audit trail;
- (vi) where a property is not connected to the water reticulation system but can reasonably be so connected, an availability charge as determined annually by Council shall be applicable;
- (vii) surpluses made on the service shall be added to the fixed and variable cost before tariffs are calculated.

(2) Electricity

(a) Tariff structure –

- (i) kWh – Active Energy;
- (ii) kVA – maximum demand (thermic or block) register in a half an hour period;
- (iii) kVArh – Reactive Energy;
- (iv) peak, standard and off-peak time periods – according to bulk purchase tariff structure;
- (v) high and low consumption seasons – according to bulk purchase tariff structure;
- (vi) allocation of holiday season – according to bulk purchase tariff structure;

(b) Method of calculation –

- (i) the guidelines and policy issued by the National Electricity Regulator shall form the basis for calculating tariffs;
- (ii) cross subsidisation between and within categories of consumers may be allowed based on the load factors of the categories and consumers within the category;
- (iii) portions of the fixed costs will be recovered through an energy or time-of-use charge.
- (iv) in applying the abovementioned principle, the cost allocation basis, cost groupings, tariff components and tariff types reflected in the following tables shall be used-

Tariff types	Fixed charge Rands/ consumer/ Month	Active Energy charge cents / kWh	Seasonally Time-of-use Energy charge Peak Standard Off-peak	Capacity- charge Rands / kVA / month	Reactive energy charge cents / kWh
One part		X			
One part block 1 Block block 2		X X			
Two part	X	X			
Two part Block Block 1 Block 2 Block 3 Block 4	X	X X X X			X X X X
Three part	X	X		X	
Three part time-of-use Peak High season Standard Off-peak Peak Low season Standard Off-peak	X		X X X X X X		X
Four part time-of-use Peak High season Standard Off-peak Peak Low season Standard Off-peak	X		X X X X X X	X	X
Three part Net-Metering	X				

Import		X			
Export		X			

(aa) The one-part single energy rate tariff –

All costs allocated to a consumer category which normally makes use of a one-part single energy rate tariff shall be expressed in a single cents/kWh charge, calculated as follows –

- (i) the maximum demand costs (rands/kVA/month) of all consumers that will normally use a single tariff will be calculated by considering the average load factor applicable to the type of consumers and added to the variable cost;
- (ii) the fixed cost (rand per consumer per month) and the energy cost (kWh) shall be added to the variable cost;
- (iii) the total cost (maximum demand, fixed and energy costs) allocated to consumers which normally uses a one-part-single-energy tariff shall be calculated at a break-even point comparable with the number of kWh units determined by Eskom;
- (iv) the total cost will be expressed in a cents/kWh tariff.

(bb) The two-part tariff –

- (i) a portion of the fixed cost equal to the operating and administrative cost of the Electricity Department shall be recovered through a rands per consumer per month charge;
- (ii) the remaining portion of the fixed cost will be added to the variable cost and recovered through a unit charge (cent/kWh charge);
- (iii) the tariff consists of a fixed monthly charge plus a variable charge related to metered kWh consumption.

(cc) The three-part tariff –

- (i) a portion of the fixed cost as described in sub paragraph (2)(bb)(i) shall be recovered through a rand/consumer/month charge;
- (ii) the remaining portion of the fixed cost shall be recovered through a unit charge (cent/kWh) and maximum demand charge (rand/kVA/month);
- (iii) the maximum demand charge (rand/kVA cost) shall be recovered through the capacity charge where applicable;
- (iv) the cent/kWh charges shall recover the total variable cost plus portions of re-allocated fixed and demand charges (rand/consumer/month and rand/kVA costs) where applicable.

(dd) Time-of-use tariff –

- (i) time-of-use tariffs offered shall be based on the peak, standard and off-peak tariffs and time periods of the supply authority to maintain cost recovery in the event of

load profile shifting. Transmission and distribution network charges may be recovered through rand/kVA charges;

- (ii) the cents/kWh charge recovers the full variable costs as well as a portion of the reallocated rands/kVA charges where applicable;
 - (iii) the rands per consumer per month charge is not reallocated;
 - (iv) the structure of the time-of-use tariff will be calculated according to the purchase structure;
 - (v) the time-of-use tariff will only be offered in areas where similar tariffs are available to the municipality;
 - (vi) where a profit is made on the service it will be added to the fixed and variable cost before tariffs are calculated.
 - (vii) where a property is not connected to the electricity reticulation system but can reasonably be so connected, an availability charge equal to the fixed costs calculated in accordance with the provisions of sub paragraph (2)(b) shall be payable.
- (ee) Net metering –
- (i) net-metering import tariff (energy supplied to the consumer) cent/kWh charges shall be based on the average cost of supply including a portion of operating cost, surplus and purchase cost allowing for time-of-use tariff variations;
 - (ii) net-metering export tariff (energy supplied by the consumer) cent/kWh charges shall not exceed the average cost of purchase allowing for time of use tariffs applicable during the time period of supply;
 - (iii) a portion of the fixed cost equal to the operating and administrative cost of the Electricity Department shall be recovered through a rands/consumer/month charge.

(3) Waste removal

(a) Unit of measurement-

- (i) number of premises whether built on or not, is a basic unit;
- (ii) bulk waste removal;
- (iii) cost recovery tariff
- (iv) special waste;
- (v) gate levies/coupons

(b) Method of calculation –

- (i) a cost recovery tariff equal to the unit tariff applicable to domestic consumers shall be levied on each premises whether built upon or not;
- (ii) a unit tariff per premise, whether residential or other institution, shall be levied which will be calculated by dividing the total cost by the total number of premises;
- (iii) where more than one dwelling unit, as defined in the municipality's scheme regulations, are situated on premises (such as semi-

- detached units or blocks of flats), each such dwelling unit shall be regarded as separate premises for the purposes of this paragraph;
- (iv) for each business on premises a compulsory waste removal tariff shall be charged that will be adjusted according to volume of waste removed. The waste unit for business is two plastic bags or two 85 litre waste bins or a 240 litre wheely bin per week. For residential premises it is unlimited in the context of black bags .
 - (v) a waste tariff equal to the unit tariff levied in terms of sub paragraph (b)(ii) & (iv) in respect of the removal of waste on premises situated within the urban fringe areas of the towns of Malmesbury, Moorreesburg, Riebeek-Wes, Riebeek-Kasteel, Darling, Yzerfontein, Abbotsdale, Kalbaskraal, Chatsworth, Riverlands and Koringberg and Ongegund shall be applicable to waste removal once a week per premises.
 - (vi) with regard to premises situated outside the above mentioned urban fringe areas, or the occasional removal of refuse, a tariff based on a levy per load or part thereof shall be levied;
 - (vii) the tariff for special waste shall be levied by adding the cost of air space occupied, measured in tons, to the actual cost to treat and cover such waste;
 - (viii) the coupon prices for waste delivered personally at waste sites, shall be determined according to vehicle capacity, the air space occupied as well as the cost to cover such waste daily;
 - (ix) waste tariffs shall be levied monthly.
- (c) Where a waste removal service is available, whether such service is used or not, an availability tariff equal to the monthly tariff applicable to residential and business premises shall be levied
- (4) Sanitation:
- (a) Unit of measurement
 - (i) number of toilets;
 - (ii) formula based water flow tariff; or
 - (iii) a cost recovery tariff and
 - (b) Method of calculation –
 - (i) an availability charge may be levied at a tariff equal to the unit tariff applicable to residential consumers where a property is not connected to the sewerage reticulation system but can reasonably be so connected;
 - (ii) a unit charge per consumer may be charged; the tariff will be calculated by dividing the total cost by the number of premises connected to the sewerage reticulation system;
 - (iii) where more than one dwelling unit, as defined in the municipality's zoning scheme regulations, is situated on premises (such as a semi-detached dwelling or a block of flats etc.), each such a dwelling unit shall for the purpose of this paragraph, be considered to be separate premises;
 - (iv) a surcharge of 15% shall be levied for each additional toilet in respect of consumers mentioned in paragraphs 3(1)(b) to 3(1)(k)
 - (v) the tariff payable for the removal of the contents of a conservancy tank shall be equal to the unit tariff levied in terms of sub paragraph

4(b)(i) in respect of conservancy tanks in use on premises situated within the jurisdictional area of the municipality; where a third/subsequent suction/pumping is done in the same month, whether during Easter Weekend or school holidays, such suction shall be done at actual cost..

- (vi) a tariff, based on a charge per load to be removed, may be levied for the emptying of conservancy tanks on premises situated outside the urban fringe areas or for the occasional removal of the contents of a septic tank on such premises;
 - (vii) charges payable in terms of sub paragraph (vi) must be levied by the Incident program monthly;
 - (viii) where requests by any consumer to whom a waste removal service is received by Emergency Services after ordinary office hours, the actual cost shall be levied by the Incident program;
 - (ix) industries classified as wet industries (water intensive industries) shall pay a treatment cost based on the following formula in addition to a tariff per cistern:

$$B = 0,85 V[R \times \text{COD}] / 1000$$
 - B = Treatment cost
 - V = Volume of water used in kiloliter
 - R = Cost of treating of 1 Kilogram COD in R/kilogram COD
 - COD = Chemical oxygen demand in milligram per litre
 - (x) industries classified as wet industries and equipped with a flow measurement device to record the effluent volume, the following shall apply:

$$B = V[R \times \text{COD}] / 1000$$
 - B = Treatment cost
 - V = Volume of effluent in kiloliter
 - R = Cost of treating of 1 Kilogram COD in R/kilogram COD
 - COD = Chemical oxygen demand in milligram per litre
 - (xi) sewerage tariffs shall be levied monthly.
- (c) Where property is not connected to any water bearing sanitation system or a sanitation pumping system, but can reasonably be so connected, a monthly availability charge equal to the fixed cost calculated in terms of sub paragraph (1)(b), shall be levied, provided that such an availability charge shall not be applicable on premises where “French drains” existed prior to this practice being regulated.
- (5) Community services
- (a) Tariff structure –
 - (i) the tariff structure as reflected in table 1 below shall be used to determine regulatory community and subsidised services.
 - (b) Method of calculation –
 - (i) these tariffs may be adjusted annually by a percentage as determined by the council during its budget process, or by a recalculation of the estimated actual cost.

Table 1

FUNCTION	UNIT OF RETURN
<p>1. SUNDRY SERVICE CHARGES</p> <p>1.1 Information regarding valuation of properties.</p> <p>1.2 Issuing of Valuation certificate of a property.</p> <p>1.3 Issuing of Clearance valuation certificate of a property.</p> <p>1.4 Issuing of second duplicate account / Payslip or IRP 5's</p> <p>1.5 Photocopying: A4 size A3 size</p> <p>1.6 Copies of building plans and area maps. }</p> <p>1.7 Dishonouring charges payable when bank dishonours a cheque and debit order per ACB system.</p> <p>1.8 Collection of bank information – regarding unidentified direct bank/Internet payments in municipal bank account.</p> <p>1.9 Fax: Received and/or send.</p> <p>1.10 Cleaning of erven</p> <p>1.11 Application for open burning</p> <p>1.12 Application for pesticide spraying</p>	<ul style="list-style-type: none"> • Fixed amount per enquiry per property. • Fixed amount per certificate. • Fixed amount per certificate. • Fixed amount per duplicate account / Payslip or IRP 5's. • Fixed amount per black/white or coloured photocopy. • Fixed amount per black/white or coloured copy. • Amount equal to the costs levied by the bank plus 15% admin cost. • Amount equal to the costs levied by the bank plus 15% admin cost. • Fixed amount per fax. • Actual cost, plus 15% Admin cost. • No cost – Council Resolution • No cost – Council Resolution
<p>2. LETTING OF TOWN HALLS AND COMMUNITY HALLS</p> <p>2.1 Hall reservations, taking into account various uses thereof.</p> <p>2.2 Hall reservations, including kitchen by standing users.</p> <p>2.3 Use of side halls additional to main hall.</p> <p>2.4 Use of kitchen in addition to main hall or side hall.</p> <p>2.5 Use of refreshment room in addition to main hall or side hall.</p> <p>2.6 Use of facilities one day prior to date of reservation.</p> <p>2.7 Deposit payable for the use of the hall and facilities.</p> <p>2.8 Use of Sound System at town and community halls.</p> <p>2.9 Nominal Tariff for day and evening reservations</p> <p>2.10 Exceeding of prescribed hours.</p> <p>2.11 Fees in respect of caretaker – functions on Sundays.</p> <p>2.12 Use of grand piano.</p> <p>2.13 Cancellation of hall reservation.</p>	<ul style="list-style-type: none"> • Fixed amount per reservation. • Fixed amount per annum. • Fixed amount per reservation. • Fixed amount per reservation. • Fixed amount per reservation. • Fixed amount per reservation. • Fixed amount per reservation. • Fixed amount per reservation. • Fixed amount per reservation. • Fixed amount per reservation at the discretion of the Director Corporate Services • Fixed tariff per hour or portion of an hour. • Fixed amount per function on Sundays, excluding church- /burial services (only Malmesbury and Wesbank halls). • Fixed amount per reservation. • 10% of the rental payable to cover administration costs shall be recovered from the deposit paid.
<p>3. LIBRARY FEES</p> <p>3.1 Fine for the late return of books.</p>	<ul style="list-style-type: none"> • Fixed amount per week or portion of a week per item.

FUNCTION	UNIT OF RETURN
3.2 Fine for late return of a CD or DVD	<ul style="list-style-type: none"> • Fixed amount per day or portion of a day per CD or DVD .
3.3 Lost library lender card.	<ul style="list-style-type: none"> • Fixed amount per card.
3.4 Booking of library material- <ul style="list-style-type: none"> • material in stock • material not in stock 	<ul style="list-style-type: none"> • Fixed amount per booking. • Fixed amount per booking.
4. ELECTRICAL SERVICE CONNECTION	
4.1 Service connections up to 30 metres 10 mm ² x 2 core with standard credit meter.	<ul style="list-style-type: none"> • Fixed amount per 30 metre. • Estimated cost based on a 30 metre connection plus a % levy for administrative costs.
4.2 Additional cable per meter – maximum 50 ampère (household).	<ul style="list-style-type: none"> • Fixed amount per metre
4.3 Service connections more than 30 metres 16 mm ² x 2 core with standard credit meter.	<ul style="list-style-type: none"> • Fixed amount per 30 metre • Estimated cost based on a 30 metre connection plus a % levy for administrative costs.
4.4 Additional cable per metre – maximum 60 ampère (household) and 80 ampère (business).	<ul style="list-style-type: none"> • Fixed amount per metre
4.5 Service connections up to 30 metres 16 mm ² x 4 core with standard credit meter.	<ul style="list-style-type: none"> • Fixed amount per metre • Estimated actual cost based on a 30 metre connection plus a % levy for administrative costs.
4.6 Additional cable per meter – maximum 3 x 40 ampère household and 3 x 80 ampère business	<ul style="list-style-type: none"> • Fixed amount per metre
4.7 Erven with installed service connections.	<ul style="list-style-type: none"> • Fixed amount per connection.
4.8 Single Relay – in areas where the geyser load management system is implemented, the applicant is responsible to install a load management relay for the control of the geyser.	<ul style="list-style-type: none"> • Fixed amount per single relay
4.9 Double Relay - in areas where the geyser load management system is implemented, the applicant is responsible to install a load management relay for the control of the geyser	<ul style="list-style-type: none"> • Fixed amount per double relay
4.10 Repair of cable and additional joint.	<ul style="list-style-type: none"> • Fixed amount per cable joint
4.11 Damages to any electrical connections and reticulation – costs to be recovered.	<ul style="list-style-type: none"> • Actual cost as per quote, plus % administration cost.
4.12 Additional levy i.r.o tampering of - In the case where tampering to electrical equipment caused an incorrect electricity usage registered through the meter, an additional levy for the upgrading of a connection will be payable by the registered consumer before reconnection. I.r.o. indigent households, the consumers will pay this additional levy before the service will be restored.	<ul style="list-style-type: none"> • Fixed amount
4.13 Tampering Fees: In the case of tampering with electricity meters or where a consumer restored his or her own meter by breaking a seal, a tampering fee per meter is	<ul style="list-style-type: none"> • Fixed amount

FUNCTION	UNIT OF RETURN
payable by the registered consumer before reconnection.	
<p>5. SALE OF PREPAID ELECTRICAL METERS</p> <p>5.1 Pre-paid Single phase meter (programming included) – to service connection kWh maximum 100amp.</p> <p>5.2 Pre-paid Three phase meter (programming included) to service connection kWh maximum 100amp.</p> <p>5.3 Pre-paid 1-phase split meter (programming included).</p> <p>5.4 Pre-paid 3-phase split meter (programming included).</p>	<ul style="list-style-type: none"> • Fixed amount per application • Actual purchase price plus % levy of administrative costs • Fixed amount per application • Actual purchase price plus % levy of administrative costs • Amount based on quotation
<p>6. SUNDRY SERVICES: ELECTRICITY DEPARTMENT</p> <p>6.1 Call-out fee payable for private queries and problems (municipal electrical supply or connections not included)</p> <ul style="list-style-type: none"> • Office hours • After hours and Saturdays • Public holidays and Sundays <p>6.2 Application by consumers for circuit breakers with a higher or lower rating per phase</p> <p>6.3 Services connections- connection for residential and business</p> <p>6.4 Testing of credit meter on request of consumer for accuracy: Single phase, three phase and maximum demand</p> <p>6.5 Additions to service connections kWh maximum 100amp to-</p> <ul style="list-style-type: none"> • Single phase credit meter with circuit breaker • Three phase credit meter with circuit breaker 	<ul style="list-style-type: none"> • Fixed amount per call • Fixed amount per call • Fixed amount per connection • Fixed amount per application • Fixed amount per application
<p>7. ELECTRICITY DEPOSIT</p> <p>7.1 Electricity deposit included in consumer services deposit (water, electricity, refuse removal and sewage).</p> <p>7.2 Business – new consumers</p>	<ul style="list-style-type: none"> • Fixed amount per consumer • Double the amount of the average of the municipal account for three consecutive months' i.r.o. electricity, water, sewerage and refuse removal. • The deposit for newly erected buildings will be based on an estimate of the expected charges i.r.o. the mentioned services.
<p>8. WATER SERVICES CONNECTIONS</p> <p>8.1 15 mm connection – low cost housing</p> <p>8.2 15 mm connection – other connections</p>	<ul style="list-style-type: none"> • Cost will be determined as per contract • Estimated actual cost plus % levy for administrative costs.

FUNCTION	UNIT OF RETURN
<p>8.3 22 mm connection</p> <p>8.4 Connections 22 mm private development</p> <p>8.5 Testing of water meters</p> <p>8.6 Damages to water connections and reticulation – costs to be recovered</p> <p>8.7 Tampering fee: In the case of tampering with water meter installations or where a consumer restored his or her own meter by breaking a seal, a tampering fee per meter is payable by the registered consumer before re-connection.</p> <p>8.8 Any network repairs by Swartland Municipality on a private property will be recovered from the registered consumer.</p>	<ul style="list-style-type: none"> • Estimated actual cost plus % levy for administrative costs. • Estimated actual cost plus % levy for administrative costs. • Amount - Refundable if result is faulty • Estimated actual cost plus % levy for administrative costs. • Fixed Amount • Estimated actual cost per quote + % levy for administration,
<p>9. SERVICES DEPOSIT</p> <p>9.1 Deposit for residential consumer services (water, electricity, refuse removal, sewage), excluding indigents.</p> <p>9.2 Deposit for residential and business services with a prepaid electricity meter, excluding indigents.</p> <p>9.3 Deposit for Business (conventional electricity services)</p> <p>9.4 Increased services deposits regarding arrears and no payment of accounts – excluding indigents.</p> <p>9.5 Deposit - Letting of a municipal stand pipe.</p>	<ul style="list-style-type: none"> • Fixed amount per consumer • Fixed amount per consumer. • Must be determined by demand. • Double the amount of the average municipal account for the three consecutive months with regards to electricity, water, sewerage and refuse removal. The deposit for newly erected buildings will be based on an estimate of the expected charges with regards to the mentioned services. • Must be determined on a case by case basis based on defaulting consumer up to a maximum of 2.5 x the average monthly consumption over a period of 12 months. • Fixed amount per letting
<p>10. SANITATION SERVICE CONNECTIONS</p> <p>10.1 100mm Sewerage connections - PVC</p> <p>10.2 150 mm Sewerage connections - PVC</p> <p>10.3 Damages to sanitation connections and reticulation – costs to be recovered.</p>	<ul style="list-style-type: none"> • Estimated actual cost plus % levy for administrative costs. • Estimated actual cost plus % levy for administrative costs. • Estimated actual cost plus % levy for administrative costs.

FUNCTION	UNIT OF RETURN
10.4 Any private repairs to sanitation equipment (e.g. Toilet bowl etc.) by Swartland Municipality – costs to be recovered.	<ul style="list-style-type: none"> Estimated actual cost plus % levy for administration costs.
<p>11. SUNDRY SERVICES SANITATION</p> <p>11.1 Emptying of sewerage tanks from Monday to Thursday from 08:00 to 17:00 and Friday from 08:00 to 15:45 including <u>Grotto Bay and Jakkalsfontein</u></p> <p>11.2 Emptying of sewerage tanks during Easter weekend and school holidays.</p> <p>11.3 Emptying of sewerage tanks (rural and non-urban areas, excluding <u>Grotto Bay and Jakkalsfontein</u>)</p> <p>11.4 Emptying of sewerage tanks <u>after ordinary office hours</u>: Monday – Thursday from 17h00 Friday from 15h45 to Monday morning at 08:00.</p> <p>11.5 Industrial effluent per kl (COD)</p> <p>11.6 Selling of treated waste water – all consumers, excluding Rooiheuwel JV treated waste water.</p> <p>11.8 Selling of treated waste water – Only for Rooiheuwel JV – they are responsible for the maintenance, repair and replacement of assets as well as for the operating cost – contract conditions.</p> <p>11.9 Sewerage blockages.</p> <p>11.10 Sewerage blockages according Municipal flats: 96 and 56</p> <p>11.11 Sewerage blockages (after hours) and Public holidays: Monday – Thursday from 17:00 Friday from 15:45 to Monday morning at 08:00.</p>	<ul style="list-style-type: none"> Fixed sanitation levy for 2 pumpings per month is applicable to residential or business premises excluding premises where french drains exist. For each pumping thereafter (from 3rd pumping) – Actual cost per suction pm. Fixed sanitation levy for two pumpings per month. For each pumping thereafter (from 3rd pumping) – Actual cost per suction pm. Actual cost per suction. Actual cost per suction. Estimated actual cost plus % levy for administrative costs. As per agreement according the following components - depreciation rate per kilolitre, operating cost per kilolitre and energy cost per kilolitre as determined by the municipality annually. Fixed amount as determined by the municipality annually. Estimated actual cost plus % levy for administrative costs. Free of charge. Estimated actual cost plus % levy for administrative costs.
<p>12. SANITATION DEPOSIT</p> <p>12.1 Deposit included in consumer services deposit (water, electricity, refuse removal, sewage).</p>	<ul style="list-style-type: none"> Fixed amount per consumer.
<p>13. SUNDRY ENGINEERING SERVICES</p> <p>13.1 Construction of single motor vehicle entrance – 3m².</p> <p>13.2 Construction of double motor vehicle entrance – 6m².</p>	<ul style="list-style-type: none"> Estimated actual cost plus % levy for administrative costs. Estimated actual cost plus % levy for administrative costs.

FUNCTION	UNIT OF RETURN
13.3 Construction of motor vehicle entrance with storm water grid. 13.4 Tarring and patch work.	<ul style="list-style-type: none"> • Estimated actual cost plus % levy for administrative costs. • Estimated actual cost per m² plus % levy for administrative costs.
<p>14. CEMETERY FEES</p> <ul style="list-style-type: none"> • Application for the preparation of grave(s) must be done at least 2 days prior to the funeral date at/before 12h00 • <u>Weekend arrangements for funerals:</u> Application for the preparation of a reserved grave – before/on Wednesday, 12h00 • <u>Covering of graves:</u> The covering of graves will only be done during normal office hours • Graves may only be reserved for a funeral with a certified copy of the death certificate and with the required payment. • Payment of graves must be done prior to the funeral. <p>14.1 Single grave site – purchase price. 14.2 Single grave – children under 12 years. 14.3 Reservation of site. 14.4 Applications for a single grave burial on approval from non-Swartland Inhabitants 14.5 Reservation Application for a single grave burial on approval from Non-Swartland Inhabitants</p> <p>14.6 Digging of grave – 1.8m 14.7 Covering of grave. 14.8 Pointing out of grave site. 14.9 Construction of brick lining: <ul style="list-style-type: none"> • single grave • extra deep grave 14.10 Wall of remembrance – purchases of storage space. 14.11 Application for Availability of temporary toilets at funerals</p>	<ul style="list-style-type: none"> • Fixed amount per site. • Fixed amount per site. • Fixed amount per site. • Fixed amount per site – provides last residing address • Fixed amount per site – provides last residing address • Estimated actual cost plus % levy for administrative costs. • Estimated actual cost plus % levy for administrative costs. • Fixed amount per site. • Estimated actual cost plus % levy for administrative costs • Fixed amount per urn. • Fixed cost per availability quantity of temporary toilets at funerals.
<p>15. SWIMMING POOL FEES</p> <p>15.1 Per ticket and per Class I or Class II swimming pool 15.2 Per seasonal ticket per Class I or Class II swimming pool 15.3 For galas – during the week per Class I or per Class II swimming pool 15.4 For galas – weekends (Saturdays and Sundays) per Class I or per Class II swimming pool 15.5 For 2/3 camp gatherings (max 3 hours) per Class I or Class II swimming pool – during week and weekends (Saturdays and Sundays).</p>	<ul style="list-style-type: none"> • Fixed amount per ticket. • Fixed amount per ticket. • Fixed amount per gala per Class I and II swimming pool. • Fixed amount per gala per Class I and II swimming pool. • Fixed amount per gatherings .

FUNCTION	UNIT OF RETURN
<p>15.6 Season fee for clubs and schools 1 – 6 days per week per Class 1 or Class II swimming pool.</p> <p>15.7 Uplifting projects (non-exclusive usage max of 30 persons per day) per Class I or Class II swimming pool.</p> <p>15.8 Churches, Youth, Crèches, Sport Clubs – per person per Class I or Class II swimming pool.</p>	<ul style="list-style-type: none"> • Fixed amount per club or school. . • Fixed amount per event per day. . • Fixed amount per ticket.
<p>16. BUILDING PLAN FEES</p> <p>16.1 Minor building work.</p> <p>16.2 Boundary walls.</p> <p>16.3 Extension of validity period, within 12 months.</p> <p>16.4 Extension of validity period (after 12 months but before 24 months, 50% but not less than minimum fees).</p> <p>16.5 Building plan fees: low cost housing.</p> <p>16.6 Additional building fees – Start building without approval – Step 1. : Capture the Process-</p> <p>16.7 Additional building fees – Start building without approval – Step 2. : Follow-up the Process-</p> <p>16.8 Additional building fees – Start building without approval – Step 3. : Legal Process-</p> <p>16.9 List of approved building plans (annual fees).</p> <p>16.10 Approval of building plan fees.</p> <p>16.11 Approve - Minimum building plan fees.</p> <p>16.12 Approval of building plan fees: rural areas.</p> <p>16.13 Approval: building plan fees (architectural design manual).</p> <p>16.14 Issue of certificate of occupation i.t.o. A20 NBR for buildings where the total floor space is 500 square metres or less</p> <p>16.15 Issue of certificate of occupation i.t.o A20 NBR for buildings where the total floor space is more than 500 square metres.</p>	<ul style="list-style-type: none"> • Fixed amount per building plan. • Fixed amount per running metre. • Fixed amount per application. • Fixed amount per m², less 50% of per m². • Fixed amount per building plan. • That 50% of the actual cost tariff structure will be applicable on minor building works. • That 50% of the actual cost tariff structure will be applicable on minor building works. • That 50% of the actual cost tariff structure will be applicable on minor building works. • Fixed amount per building plan. • Fixed amount per m². • Fixed amount per building plan. • Fixed amount per m². • Fixed amount per m². • Fixed amount for buildings where the total floor area is 500m² and smaller • Fixed amount for buildings where the total floor area is in excess of 500m²
<p>17. LAND USE APPLICATIONS AND SUB-DIVISIONS: TARIFFS</p> <p>17.1 Advertising signs.</p> <p>17.2 Application fees- advertising signs erected without approval.</p> <p>17.3 Show house signs (payable per annum).</p> <p>17.4 Show house deposit.</p> <p>17.5 Town plans: Drawings</p> <p>17.6 Digital area maps – per pdf.file.</p> <p>17.7 Application for rezoning (not applicable to sub divisional area)</p> <p>17.8 Application for rezoning (applicable to sub divisional area) additional amount per land use (open spaces and roads excluded).</p> <p>17.9 A permission required in terms of the zoning scheme - Section 25(2)(g).</p> <p>17.10 A determination of a zoning – Section 25(2)(m).</p>	<ul style="list-style-type: none"> • Fixed amount per sign. • Fixed amount per application. • Fixed amount – annual, excluding sign deposit. • Fixed amount per application. • Fixed amount per black and white or coloured. • Fixed amount per pdf.file. • Fixed amount per application. • Fixed amount per application plus additional amount per land use. • Fixed amount per permission. • Fixed amount per determination.

FUNCTION	UNIT OF RETURN
<p>17.11 An approval of an overlay zone as provided for in the zoning scheme – Section 25(2)(j).</p> <p>17.12 A permission required in terms of the conditions of approval – Section 25(2)(l).</p> <p>17.13 A permission required for the reconstruction of an existing building that constitutes a non-conforming use that is destroyed or damaged to the extent that it is necessary to demolish a substantial part of the building – Section 25(2)(s).</p> <p>17.14 Application for consent uses.</p> <p>17.15 Application for consent use – (House Shops ONLY).</p> <p>17.16 Application for consent use – Day Care Centre only.</p> <p>17.17 Applications for extension of the validity period of approvals for re-zoning and consent uses.</p> <p>17.18 Application for extension of validity period – consent use – House shop / Day Care Centre only</p> <p>17.19 An extension of the validity period of an approval - Section 25(2)(i) ; (Of a temporary departure)</p> <p>17.20 Subdivisions and Registration of Servitude / Lease Agreement</p> <p>17.21 Applications for sub-division:</p> <ul style="list-style-type: none"> • Above 10 erven • Plus: above 10 erven – per erf <p>17.22 An amendment or cancellation of an approved subdivision plan or a part thereof, including a general plan or diagram – Section 25(2)(k).</p> <p>17.23 Application for extension of validity period of sub divisions.</p> <p>17.24 Applications for departures:</p> <ul style="list-style-type: none"> • erven < 500 m² • erven 501 m² – 750 m² • erven > 750 m² <p>17.25 Application for departure (By-Law)</p> <p>17.26 Application for departure (House Shop ONLY)</p> <p>17.27 An occasional use of land – Section 25(2)(p)</p> <p>17.28 Application for removal of restricting.</p> <p>17.29 Closure of Public Place</p> <p>17.30 Consolidation of Land Units</p> <p>17.31 Amendment/Cancellation of General Plan</p> <p>17.32 Exemptions - Section 34</p> <p>17.33 Appeals - Section 89(2)</p> <p>17.34 Disestablish Home Owner's Association – Section 25(2)(q)</p> <p>17.35 To rectify a failure by a home owner's association to meet its obligations in respect of the control over or maintenance of services – Section 25(2)(r);</p>	<ul style="list-style-type: none"> • Fixed amount per approval. • Fixed amount per permission. • Fixed amount per permission. • Fixed amount per application. . • Fixed amount for House Shops ONLY. • Fixed amount per application for Day Care Centre. • Fixed amount per application. • Fixed amount per application. • Fixed amount per extension period of a temporary departure • Fixed amount per Subdivisions and Registration • Fixed amount per sub division above 10 erven. • Fixed amount per sub division above 10 erven per erf • Fixed amount per an amendment or cancellation of an approved subdivision plan or a part thereof, including a general plan or diagram • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per application. • Fixed amount per amendment /Cancellation. • Fixed amount per exception • Fixed amount per application • Fixed amount per application • Fixed amount per application • Fixed amount per application

FUNCTION	UNIT OF RETURN
<p>17.36 Cost of advertisements - payable with application (Spluma/Lupa/By-Law) (rezoning, sub-division, consent uses and departures) – Cost per single application – News papers</p> <p>17.37 Cost of advertisements – payable with application (Spluma/Lupa/By-Law)(rezoning, sub-division, consent uses and departures) – Combination application - newspapers</p> <p>17.38 Cost of advertisements in regard to the advertising of applications for rezoning, sub-division, consent uses and departures– <u>Provincial Gazette</u></p> <p>17.39 Postage Fees (Subject to Quantity postage)</p> <p>17.40 Issue of section 38 (BY-LAW)</p> <p>17.41 Amendment, deletion or imposition of conditions – application fee will only be considered if the application requires a public participation process)</p> <p>17.42 Amendment, deletion or imposition of conditions – application fee will only be considered if the application without a public participation process)</p> <p>17.43 Approval of a Constitution</p> <p>17.44 Approval of an architectural design manual</p> <p>17.45 Amendment of a constitution or an architectural design.</p> <p>17.46 Additional Fees for unauthorised land use – per day</p> <p>17.47 Zoning Certificate.</p> <p>17.48 CD for SDF.</p> <p>17.49 CD for Zoning Scheme Regulations.</p> <p>17.50 Application providing the reasons for the decision to the applicant taken by the Valuation Appeal Board – regarding the Property Rates Act (6 of 2004) section 53(2)</p> <p>17.51 Amendment of SDF (if required)</p>	<ul style="list-style-type: none"> • Fixed amount per single application - newspapers. • Fixed amount per combination applications – cost per application type – news papers • Fixed amount per application – Provincial Gazette • Price per unit (subject to quantity postage) • Fixed amount per Erf • Fixed amount per amendment, deletion or imposition if requires a public participation process • Fixed amount per amendment, deletion or imposition without a public participation process • Fixed amount per approval • Fixed amount per approval • Fixed amount per amendment or per design • Fixed amount per day after the closing date of the Final Notice. • Fixed amount per zoning certificate. • Fixed amount per CD. -SDF • Fixed amount per CD. • Fixed amount per application. • Fixed amount per amendment.
<p>18. CARAVAN PARK AND CHALETS: TARIFFS</p> <p>18.1 Camping sites for caravans and/or tents (out of season):</p> <ul style="list-style-type: none"> • limited to 4 persons per site. • more than 4 persons per site. <p>18.2 Camping sites for caravans and/or tents (in season):</p> <ul style="list-style-type: none"> • limited to 4 persons per site. • more than 4 persons per site. <p>18.3 Chalets (out of season)-</p> <ul style="list-style-type: none"> • limited to 6 persons per chalet <p>18.4 Chalets (in season)-</p> <ul style="list-style-type: none"> • limited to 6 persons per chalet 	<ul style="list-style-type: none"> • Fixed amount for 4 persons per night. • Fixed amount for each additional person per night. • Fixed amount for 4 persons per night. • Fixed amount for each additional person per night. • Fixed amount for 6 persons per night. • Fixed amount for 6 persons per night.

FUNCTION	UNIT OF RETURN
<p>18.5 Entrance fees for visitors</p> <ul style="list-style-type: none"> entrance fees for motor vehicles plus entrance fees per person. <p>18.6 Camping site without any facilities for cyclists with one-person tents.</p> <p>18.7 Storage place for caravans.</p> <p>18.8 Washing machine fees.</p> <p>18.9 Fees payable at reservation</p> <p style="padding-left: 40px;">Chalets – December/January Easter week-end Other periods</p> <p style="padding-left: 40px;">Camping sites – December/January Easter week-end</p> <p>18.10 Cancellation of reservations for chalets/camping sites.</p> <p>18.11 Cancellation of reservation after 3 weeks from booking date.</p> <p>18.12 Rebate for pensioners and groups: Pensioners- Groups: 10 – 15 caravans 16 – 25 caravans 26 – 50 caravans More than 50 caravans</p> <p>18.13 Crockery of Chalets</p> <p>18.14 Bedding of Chalets</p>	<ul style="list-style-type: none"> Fixed amount per person and per vehicle Fixed amount per application per night. Fixed amount per storage place. Fixed amount per wash. 100% of amount payable for reserved period 100% of amount payable for reserved period 100% of amount payable for reserved period. The amount payable for the reserved period less 10% forfeit fee 100% FORFEIT FEE will be recovered from fees payable, if cancellation is after 3 week from booking date. 40% for persons 60 years and older during “out of season” period. 10% rebate. 15% rebate. 20% rebate. 25% rebate. Fixed cost per item Fixed cost
<p>19. DISPLAY OF POSTERS AND/OR BANNERS ON MUNICIPAL COMMONAGE</p> <p>19.1 Deposit payable for events of a non-commercial nature (Religious, sport, tourism etc.).</p> <p>19.2 Deposit payable for election purposes, by political parties for National and Provincial Elections and Local Government Elections (excluding By-Elections).</p> <p>19.3 Deposit payable for Election purposes by political parties for By-Elections.</p> <p>19.4 Charge payable for display of posters and banners for Election purposes</p> <p>19.5 Levy for the non-removal of posters/banners on due date.</p>	<ul style="list-style-type: none"> Refundable deposit payable per event. Refundable deposit payable per ward. Refundable deposit payable irrespective of the number of wards. Fixed non-refundable charge payable by political parties. Fixed amount payable per poster/banner.
<p>20. AD HOC LETTING OF COMMONAGE, CAMPING SITES, HAWKERS AREA</p> <p>20.1 Hiring of circus sites.</p> <p>20.2 Hiring of Riebeeck Kasteel Town Square.</p>	<ul style="list-style-type: none"> Fixed amount per reservation per day. Fixed amount per hiring per day.

FUNCTION	UNIT OF RETURN
<p>20.3 Hiring of open spaces for church services. Chemical toilet must be provided.</p> <p>20.4 Hiring of site for merry-go-round.</p> <p>20.5 Use of coastal area and/or other municipal open spaces in respect of:</p> <ul style="list-style-type: none"> • Film shooting • Still photos • Weddings • Concession: 50% rebate on student filming <p>20.6 Hiring of hawkers' sites. (Open spaces)</p> <p>20.7 Cancellation of sports grounds lease.</p> <p>20.8 Rental of sport grounds as per tariff list classification.</p> <p>20.9 Rental of Sport club facilities.</p> <p>20.10 Sport Club deposit</p> <p>20.11 Levy for the Provision of additional ablution facilities, temporary fencing and parking arrangements during special / large events:</p> <p>20.12 Recovery of breakages at sport grounds.</p>	<ul style="list-style-type: none"> • Fixed amount per reservation per day or part of a day. Chemical toilet provided by Lessee at own cost. • Fixed amount per site. • Fixed amount per reservation type per day. • 50% rebate on student filming • Fixed amount per open space. • Actual cost plus 15% of seasonal fees. • Fixed costs per sport ground: per sport type – per year or per occasion. • Fixed costs per season or per occasion. • Fixed costs per season or per occasion. • Fixed costs per special / large events. • Actual costs plus % levy for administration costs.
<p>21. APPLICATION FOR EXTENDED TRADING HOURS into. SECTION 9(1) OF BY-LAW TO LIQUOR TRADE</p> <p>21.1 Application for extended trading hours into Section 9(1) of By-Law to Liquor Trade</p>	<ul style="list-style-type: none"> • Fixed amount per application
<p>22. TRAFFIC DEPARTMENT: TARIFFS FOR TRAFFIC SERVICES</p> <p>22.1 Issuing of stickers for the disabled.</p> <p>22.2 Test – Brake and light testing for light motor vehicles</p> <p>22.3 Test – Brake and light testing for heavy motor vehicles</p> <p>22.4 Escorting of vehicles through town.</p> <p>22.5 Rendering of services to bodies such as sporting clubs, funeral escorts, festivals and similar services, etc.</p> <p>22.6 Closing of any Municipal road(s) for any private or tourism activities, excluding matric farewell.</p>	<ul style="list-style-type: none"> • Free of Charge per issuing of a disabled sticker • Fixed amount per test, per light vehicle • Fixed amount per test, per heavy vehicle • Fixed amount per hour per officer. • Fixed amount per hour per officer per occasion. • Fixed amount per road closing application
<p>23. HARBOUR AND FISH MARKET, YZERFONTEIN: TARIFFS</p> <p>23.1 Use of harbour facilities - all boats.</p> <p>23.2 Entrance fees for motor vehicles.</p> <p>23.3 Entrance fees payable in regard to the use of the fish market facilities.</p>	<ul style="list-style-type: none"> • Fixed amount per service. • Fixed amount per motor vehicle. • Fixed amount per service.

FUNCTION	UNIT OF RETURN
<p>24. SPORT GROUNDS – FIELDS AND CLUB HOUSES: TARIFFS</p> <p>24.1 Sport ground application – cancellations;</p> <p>24.2 Sport Ground: Class's: I; II and III</p> <p>24.3 External organizations, private, national and international organizations/companies;</p> <p>24.4 Sport Ground used by Elderly Clubs, Crèches and Nursery Schools;</p> <p>24.5 Uplifting Projects (Non-Profit)</p> <p>24.6 Sport Fields: Rugby, Soccer, Cricket, Netball, Hockey, Tennis, etc.</p> <p>24.7 Schools (All facilities)</p> <p>24.8 Schools (All facilities)</p> <p>24.9 Sport Club Houses- Class I; II and III;</p> <p>24.10 Sport Club Houses – Deposit</p> <p>24.11 Sport Ground: Special / Large events – levy of additional ablution facilities, temporary fencing and parking arrangements</p> <p>24.12 Sport facilities - vandalism</p>	<ul style="list-style-type: none"> • 15% Administration cost payable calculated on Actual cost of application • Rent payable per Sport Ground Class • Rent per Sport ground Class and per day • Rent per Sport ground Class • Rent per Sport ground Class • Rent per Sport League matches or except League matches, per season or per occasion or only League matches • Rent per year – electricity excluded • Rent per occasion – electricity excluded • Rent payable per Sport Ground Class and occasion; • Sport Club Deposit per Sport Ground Class and per season or per occasion; • Rent per Sport Club Class and per Sport ground field A; B and C. • Cost recovered; actual cost + 15% administration cost.
<p>25. THUSONG CENTRES:</p> <p>25.1 Centre applications</p> <p>25.2 Centre - kitchen and/or committee room</p> <p>25.3 Centre – use by Schools/Churches and or Sport clubs</p>	<ul style="list-style-type: none"> • Rent per day and/or per evening • Rent per item and per occasion • Rent per application, less 50% of tariffs
<p>26. SWARTLAND FIRE SERVICES:</p> <p>26.1 Attendance of any irrespective of number of vehicles and personnel</p> <p>26.2 Attendance after first hour:</p>	<ul style="list-style-type: none"> • Attendance of any incident irrespective of number of vehicles and personnel (first hour) • Major / Medium appliance Rescue pumps / Arial appliance including Personal (Standby) (per hour or part thereof) • Hazmat Unit (per hour or part thereof) • Auxiliary appliance (inclusive of manpower) Off-road, light/heavy rescue. Hazmat units (Standby) (per hour of part thereof)

FUNCTION	UNIT OF RETURN
<p>26.3 Personnel charges (cost if additional personnel are required) (Standby):</p> <p>26.4 Specialized consumable material (Standby)</p>	<ul style="list-style-type: none"> • Service vehicles (inclusive of manpower) LDV's and transporters (Standby) • Trailers and units (inclusive of manpower) Fuel/hydrant trailer BA trailer and command unit (Standby) (per hour of part thereof) • Chief Fire Officer (per hour or part thereof) • Assistant Chief Fire Officer (per hour or part thereof) • District Commander (per hour or part thereof) • Station Senior Officer (per hour or part thereof) • Platoon Officers (per hour or part thereof) • Senior Fire Fighters (per hour of part thereof) • Fire Fighters (per hour of part thereof) • Learner Fire Fighters (per hour or part thereof) • EPWP Learner Fire Fighters (per hour or part thereof) • Replacement Cost plus 10% administration cost

9. Notification of tariffs, fees and service charges

- (1) The municipality must give notice of all tariffs approved at the annual budget meeting at least 30 days prior to the date that the tariffs become effective.
- (2) A notice stating the purport of the council resolution and the date on which the new tariffs shall become operational, must be displayed/advertised by the municipality.

10. Compliance to the POPIA

All personal information in “softcopy” data format and physical format will be subject to the protection and limited use as required in the POPI Act.