



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref. no.3/4/1/5

2017-11-24

## NOTICE OF THE 14<sup>TH</sup> MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY WEDNESDAY, 2017-11-29 AT 10:00

**TO** The Speaker, Cllr DD Joubert [Chairperson]  
The Executive Mayor, Ald G Van Deventer (Ms)  
The Deputy Executive Mayor, Cllr N Jindela

<b>COUNCILLORS</b>	F Adams	MC Johnson
	DS Arends	NS Louw
	FJ Badenhorst	N Mananga-Gugushe (Ms)
	GN Bakubaku-Vos (Ms)	C Manuel
	FT Bangani-Menziwa (Ms)	LM Maqeba
	PW Biscombe	NE McOmbring (Ms)
	PR Crawley (Ms)	XL Mdemka (Ms)
	A Crombie (Ms)	RS Nalumango (Ms)
	JN De Villiers	N Olayi
	MB De Wet	MD Oliphant
	R Du Toit (Ms)	SA Peters
	A Florence	WC Petersen (Ms)
	AR Frazenburg	MM Pietersen
	E Fredericks (Ms)	WF Pietersen
	E Groenewald (Ms)	SR Schäfer
	JG Hamilton	Ald JP Serdyn (Ms)
	AJ Hanekom	N Sinkinya (Ms)
	DA Hendrickse	P Sitshoti (Ms)
	JK Hendriks	Q Smit
	LK Horsband (Ms)	E Vermeulen (Ms)

Notice is hereby given in terms of Section 29, read with Section 18(2) of the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that the **14<sup>TH</sup> MEETING** of the **COUNCIL** of **STELLENBOSCH MUNICIPALITY** will be held in the **COUNCIL CHAMBER, TOWN HOUSE, PLEIN STREET, STELLENBOSCH** on **WEDNESDAY, 2017-11-29** at **10:00** to consider the items on the Agenda.

**SPEAKER**  
**DD JOUBERT**

# Vol 2

**A G E N D A**  
**14<sup>TH</sup> MEETING OF THE COUNCIL**  
**OF STELLENBOSCH MUNICIPALITY**  
**2017-11-29**  
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7.4.1	<b>MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR OCTOBER 2017</b>
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## 1. PURPOSE OF REPORT

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 4.36.2 of the Supply Chain Management Policy 2016/2017 to report the deviations and ratifications to Council.

## 2. DISCUSSION

This item reports the deviations as approved by the Accounting Officer during October 2017. The following deviations were approved with the reasons as indicated below:

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR(S)	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE (R)
D/SM 10/18	02/10/2017	1. Wendy Cape cc 2. Trendy Wendy's 3. JR Wendy's 4. PHK Trading and Maintenance CC 5. Asemna Logistics CC 6. Iquebela Cleaning Services and Projects 7. Amabamba Fencing (Pty) Ltd 8. Betafence	Relocation of Slabtown residents to Jamestown and Kayamandi	Emergency	R 839 894.00
D/SM 11/18	02/10/2017	Interwaste (PTY) LTD	Operation and Management of landfill site - Interwaste 01 October 2017 - 31 December 2017	Exceptional case and it is impractical to follow the official procurement processes	R1 774 584.00
D/SM 12/18	02/10/2017	ABSA	Limited Banking Services	Exceptional case and it is impractical to follow the official procurement processes	R 120 000.00
D/SM 13/18	22/06/2017	AON	Short term Insurance Portfolio	Impractical to follow the official procurement processes	R3 416 274.00
DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR(S)	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE (R)
D/SM 14/18	09/10/2017	JR Wendy's	Relocation of	Exceptional	R 795 800.00

			Slabtown residents to Jamestown and Kayamandi	case; it is impractical or impossible to follow official procurement process	
D/SM 15/18	19/10/2017	Master Drilling	Preparation and implementation of drought disaster action plan for Stellenbosch. Appointment of specialized drillers to do exploration and production boreholes for drought relieve in the WC 024	1. Emergency 2. Exceptional case and it is impractical or impossible to follow the official procurement process	RATES
D/SM 16/18	20/10/2017	1. VEOLIA (Veolia Water Solutions & Technologies SA (Pty) Ltd / Carecure (Pty) Ltd) 2. Aquamat S.A. (Pty) Ltd 3. Sustainable Engineering Consultants (Pty) Ltd (Alveo) 4. WSSA (PTY) LTD (Proxa Water)	Preparation and implementation of drought disaster action plan for Stellenbosch. Appointment of specialized service providers for the design, manufacture, installation and commissioning of containerised water treatment plants at various locations within Stellenbosch municipal area at boreholes for drought relieve in the WC024	1. Emergency 2. Exceptional case and it is impractical or impossible to follow the official procurement process	RATES
D/SM 17/18	20/10/2017	CBI electric	Medium voltage cable feeders to Watergabaf/ Kayamandi areas due to an incident of attempted theft and vandalism of two cable feeders.	1. Emergency 2. Exceptional case and it is impractical or impossible to follow the official procurement process	R 480 922.44

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR(S)	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE (R)
D/SM 18/18	27/10/2017	1. CSV Civil Engineering Construction  2. Exeo Khokela Civil Engineering Construction	Preparation and implementation of drought disaster action plan for Stellenbosch (rates based quotation). Appointment of specialized service providers for civil works, pipe-laying and water conservation and demand management work within the Stellenbosch municipal area for drought relieve in the WC 024	1. Emergency 2. Exceptional case and it is impractical or impossible to follow the official procurement process	RATES

The regulation applicable is as follows:

**GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations**

**Deviation from, and ratification of minor breaches of, procurement processes**

- 36. (1)** A supply chain management policy may **allow the accounting officer—**
- (a) to **dispense with the official procurement processes** established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only—
    - (i) in an emergency;
    - (ii) if such goods or services are produced or available from a single provider only;
    - (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
    - (iv) acquisition of animals for zoos; or
    - (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and
  - (b) to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.
- (2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and **report them to the next meeting of the council**, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.

**4. FINANCIAL IMPLICATION**

Not required

**5. COMMENTS FROM OTHER RELEVANT DEPARTMENTS****Legal Services:**

The Supply Chain Policy and section 36(1) of the Supply Chain Regulations allows the Accounting Officer to dispense with the official procurement process under certain conditions and the deviations are in line with these provisions.

**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.4.1****RECOMMENDED**

that Council notes the deviations as listed above.

<i>Meeting: Ref no:</i>	<i>14<sup>th</sup> Council:2017-11-29 8/1/Financial</i>	<i>Submitted by Directorate: Author Referred from:</i>	<i>Finance Andre Treurnich Mayco:2017-11-15</i>
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<b>7.4.2</b>	<b>PROPOSED WRITE-OFF OF IRRECOVERABLE DEBT</b>
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### 1. PURPOSE OF REPORT

To request Council to approve the writing off of irrecoverable debt to the amount of R16 221 832 .93 (at the time of writing this report).

### 2. BACKGROUND

Clause 1 of the Irrecoverable Debt Policy reads as follows:

*“Before any debt, owed to the municipality for any reason whatsoever will be considered for writing off, all applicable actions as contained in the approved Credit Control and Debt Collection Policy of Stellenbosch Municipality must have been executed/implemented. However, in special cases where the requirements in terms of the municipality’s Credit Control and Debt Collection Policy were impossible/impractical to implement, the administration must motivate such write-off.”*

Due to this particular stipulation having been complied with by the Administration, the various amounts listed in Appendices 1 and 2 are deemed to be irrecoverable and are consequently being submitted to Council for consideration and approval of being written off.

### 3. DISCUSSION

In order to view this report in perspective, the following must be kept in mind. An average monthly accrual of Rates and Services amounts to R85 000 000 of which the average recovery rate is 96%.

This means that on average, R81 600 000 is recovered on a monthly basis while R3 400 000 remains unpaid. The unpaid amount then translates to R40 800 000 per annum.

The fact that only R16 000 000 is being deemed as irrecoverable, bears testimony to the fact that the credit control and debt collection procedures employed by the Administration are generally highly effective.

#### 3.1 INDIGENTS – APPENDIX 1 – R13 553 097.16

There are two main reasons for high outstanding balances amongst indigent consumers.

The first is that a consumer may already have accumulated a high debt by the time they apply to be registered on the Indigent Register. Despite best efforts by the Administration, such debt will remain irrecoverable as indigent consumer is simply unable to pay such high amounts.

The other reason is high water consumption, also exacerbated by the high tariff of water due to restrictions. Indigent consumers have prepaid electricity and do not pay for sewerage and refuse removal. The only services that should be paid for is consumption of water in excess of the free allocation of 10KL per month. High consumption is mostly due to leaks that go undetected or are not repaired, or simply ignorance of the water restrictions and implications thereof.



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The only way of curbing water consumption that can ultimately not be paid for, is the installation of Water Management Devices (WMD) and the capping of water allowed through such meters. The Engineering Directorate is in the process of rolling out a program for the installation of WMDs which should have a positive effect on both water consumption and outstanding debt in due course.

Credit control and debt collection measures and procedures have been exhausted in the cases of the consumers listed in Appendix 1. This would typically consist of notices, warnings, discontinuation of services, arrangements that are regularly defaulted upon, etc. In many cases, the defaulters have been taken to court, Judgements have been obtained, Sheriffs have returned with Nulla Bona reports, defaulters have been black listed and the like.

The absolute last resort would be to attach the fixed property of the consumer. This would however, be counter-productive as it would merely cause additional expense for the account of the municipality, cause the consumer and his entire household to be homeless and looking to the Council to provide alternative housing while there would still be no guarantee that the outstanding debt would be recovered in the process.

The list only contains amount that are in arrears for more than 90 days or have been handed over to attorneys for legal steps etc. Despite all efforts, the amounts have remained outstanding and are therefore deemed to be irrecoverable.

Council is requested to consider and approve a write-off of these amounts.

### **3.2 VARIOUS – APPENDIX 2 – R2 668 735.77**

**APPENDIX 2** provides details of various individual cases of which the outstanding balances are also deemed to be irrecoverable. A short narrative is also included in each individual instance.

In all cases, the requirements of Clause 1 of the Irrecoverable Debts Policy have been complied with.

Most of the debt has prescribed due to being older than three years and it is therefore fruitless (and also illegal) to try and recover.

In other cases, people have died, or have moved away and cannot be traced.

#### **Vredelus (Pty) Ltd – Somerset College**

One specific case to highlight is that of Somerset College. The college declared a dispute with regard to payment of property rates due to the fact that they are a Not-for-profit company. (NPC) The challenge however, is that the property does not belong to this NPC. The Somerset College organisation has been structured in such a way to draw maximum advantage with regards to Income Tax, but can therefore not enjoy the advantage of a rebate on their property tax.

This dispute has taken several years to resolve and consisted of many meetings and discussions, legal opinions and the like. The College has now grudgingly agreed to pay the full outstanding capital of R1 168 903.92 and has requested that the interest of R318 042.06 be written off. It should be noted that the interest accrued because of the dispute, but the full capital will now be recovered.

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**Kylemore Liefdadigheids Genootskap**

Another matter to highlight is the matter of the Kylemore Liefdadigheids Genootskap. This matter has been submitted to Council before, (refer to Item 5/18/1/1 of 30/04/15).

The matter has a long history. In short, the land was sub divided and given to several beneficiaries more than 20 years ago. The beneficiaries built homes and lived on the properties, but the sub division and transfer of the properties was never done as neither the Genootskap or the beneficiaries had the required funding.

Only when the last stand was sold in 2015, funding became available.

The entire proceeds of the sale was allocated to the transfers and the outstanding debt. The remainder of the outstanding debt is now irrecoverable as it cannot be recovered from an organisation that no longer exists.

In the meantime, the Administration was considering attempts to recover the outstanding debt from the beneficiaries of the subdivided stands in terms of S118(3) of the Systems Act, 2000. However, recent court judgements have determined that the debt of a former owner of a property cannot be recovered from a subsequent owner of the same property.

This debt, which has also prescribed in any event, has grown to R184 309.49 due to the monthly addition of interest. It remains irrecoverable as was the case in 2015 already.

**4. LEGAL IMPLICATION**

The writing off of the outstanding debt as listed in Appendices 1 and 2 is in compliance with the Irrecoverable Debts Policy and is also aligned with good Accounting Practice.

**5. FINANCIAL IMPLICATION**

Although it may appear as if the municipality is taking a loss of R16 000 000, this is in reality, not the case as the debt is irrecoverable in any event. The outstanding amounts can therefore not be regarded as a current asset on the Statement of Financial Position and must be written off.

Furthermore, adequate provision has been made for Irrecoverable Debts which means that no actual loss will be suffered by the municipality.

**6. COMMENTS FROM OTHER RELEVANT DEPARTMENTS**

Director: Corporate and Strategic: Agrees with the legal comments and the recommendations are supported.

**7. CONCLUSION**

The correct accounting practice and also good transparent governance is to assess outstanding debt on a regular basis and write off the amounts that has become irrecoverable.

After exhausting all credit control and debt collection measures and only stopping short of actually attaching immovable property, the outstanding amounts listed in **APPENDICES 1** and **2** are deemed to be irrecoverable.

Council is therefore requested to approve the writing off thereof.

#### **MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.4.2**

#### **RECOMMENDED**

that Council regard the outstanding debt listed in Appendices 1 and 2 of this report as irrecoverable and approve of the writing off of the total amount of R16 221 832.93, plus any further amounts that may be accrued against the listed accounts from date of report to the actual date of write-off.

<i>Meeting: Ref no:</i>	<i>14<sup>th</sup> Council: 2017-11-29 8/1/Financial</i>	<i>Submitted by Directorate: Author Referred from:</i>	<i>Finance Chief Financial Officer: A. Treurnich Mayco:2017-11-15</i>
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Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
331831306	100.00	1 822.71	BDORP	A	ROBYN		UITVALWERKE
331830800	2 652.11		BDORP	M	JANUARIE		UITVALWERKE
370742867		4 600.16	CVILL	S	CORNELSEN	32	PINE STREET
373550010		2 265.74	CVILL	JR	FARAO	80	WILLAMS STREET
375532034		1 353.77	CVILL	A	BERGSTEDT	5	AFRIKA STREET
370173148		422.08	CVILL	H	CONSTABLE	39	JACARANDA
371930368		2 478.96	CVILL	D	JACOBS		132 WOONSTEL EKON 4
372792648		42 358.46	CVILL	M	PLAATJIES		MUNISIPALE 72 WOONSTELLE
10148198		9 509.07	CVILL	F	ALBERTUS		MUNISIPALE 72 WOONSTELLE
10046137		6 303.70	CVILL	M	POOL		132 WOONSTEL EKON 4
372630016		6 142.77	CVILL	S	LINDERS	28	FEBRUARY STREET
372794949		4 468.64	CVILL	JJ	RHODE		MUNISIPALE 72 WOONSTELLE
10110148		3 503.94	CVILL	LC	PALMER		132 WOONSTEL EKON 4
371931046		2 771.64	CVILL	PJL	ANTHONY		132 WOONSTEL EKON 4
10687868		2 587.29	CVILL	HE	MARTIN		MUNISIPALE 72 WOONSTELLE
10702019		1 456.24	CVILL	JP	PAULSE		132 WOONSTEL EKON 4
371951381		1 236.33	CVILL	S	DAVIDS		KLOOFSTRAAT
10640573		1 001.62	CVILL	J	TITUS		132 WOONSTEL EKON 4
10110667		664.30	CVILL	MS	CORNELSON		132 WOONSTEL EKON 4
372793845		493.52	CVILL	E	CARIEM		MUNISIPALE 72 WOONSTELLE
370735263		448.73	CVILL	R	NEL		36 MASONETTE
370840240	10.27		CVILL	IF	KLEINSMITH	30	VREDELUST STREET
370732961	10.36	0.00	CVILL	PA+IV	MANUEL	59	PRIMROSE STREET
370743796	20.00	409.57	CVILL	S	JOSHUA	98	PINE STREET
371900749	22.75	38 927.96	CVILL	FG	BENTING		132 WOONSTEL EKON 4
370744278	3.63		CVILL	ZJ	GXULUWE	104	PINE STREET
379217104	28.75	2 622.86	CVILL	J	DAVIDS	34	CHIPPENDALE STREET
371951879	30.00	2 753.16	CVILL	K	KEYSTER		132 WOONSTEL EKON 4
370750699	8.75		CVILL	M	COMBRINCK	113	PINE STREET
10286773	14.40		CVILL	V	ROBERTS	83	VREDELUST STREET
10286546	16.07		CVILL	J	BEZUIDENHOUT	17	KUDU
10286759	49.69	2 390.75	CVILL	M	OTTO	79	VREDELUST STREET
370750541	49.92	2 946.74	CVILL	D	ARRIES	2	PINE STREET
370735373	49.96	536.97	CVILL	M	SLADE		36 MASONETTE
379208106	49.96	56.42	CVILL	H	BOOYSEN	9	CARRIEM STREET
370810865	50.00	5 191.17	CVILL	M	ROBYN	37	VREDELUST STREET
370810944	50.00	1 971.20	CVILL	O&RM	ABRAHAMS	164	CURRY STREET
10131972	50.00	1 145.36	CVILL	B	FESTUS		36 MASONETTE
10286591	50.00	464.79	CVILL	SL	ADAMS	7	KUDU
10278996	50.00	192.64	CVILL	P	WYNGAARDT	29	SYLVIA
10273520	50.00	82.89	CVILL	M	LEIBRANDT	20	ELAND
10279210	51.12	325.47	CVILL	G	ADRIAANSE	76	SYLVIA
10294165	23.12		CVILL	MN	MANUEL	8	GEMSBOK
10545045	55.83	1 555.81	CVILL	SA	GAWIE+ANDER	126	LANG STREET
379204102	30.00	575.35	CVILL	ME	LOCKETT	1	ANTHONY STREET
10294316	59.91	798.99	CVILL	S	LAYMAN	47	NORTH END STREET
370740353	32.38		CVILL	WD	ROLAND	58	PINE STREET
379213502	69.99	36 330.60	CVILL	C	VALENTYN	3	ROBYN STREET
370171263	49.76	699.26	CVILL	W	FLANDORP EN I C (5201230759085)	57	JACARANDA
10274239	80.00	1 166.31	CVILL	H	GOLIATH	2	SYLVIA
370130149	54.76	800.04	CVILL	S	MANUEL	20	EIKE STREET
371981261	86.19	4 043.85	CVILL	V	MANUEL		132 WOONSTEL EKON 4
10279320	61.25		CVILL	N	PIET	56	SYLVIA
10111802		841.59	CVILL	KD	JULIUS		132 WOONSTEL EKON 4
371881161		2 768.54	CVILL	PG	HENDRICKS		132 WOONSTEL EKON 4
375210002	97.98	1 101.11	CVILL	H	DYSON	29	RAZIET STREET
370490041	99.01	4 278.53	CVILL	DE	TITUS	39	LANG STREET
370872218	99.58	4 411.23	CVILL	E&S	ISAACS	8	DAFFODIL CRESCENT
370200462	99.71	11 879.65	CVILL	P	JACOBS	14	JACARANDA
370744137	99.95	13 798.03	CVILL	NB	CHRISTIANS	102	PINE STREET
379212800	100.00	6 946.57	CVILL	A	SMIT	24	CROMBIE STREET
370732040	100.00	1 958.70	CVILL	MS	HECTOR	7	PINE STREET
375080049	100.00	1 668.75	CVILL	B	KOOPMAN	3	RAZIET STREET
370171445	100.00	1 432.90	CVILL	S C	SKEFFERS	17	JACARANDA
10188084	100.00	1 293.61	CVILL	V	DANIELS	103	432 S EKON
370780153	100.00	1 363.62	CVILL	C	MULLER		36 MASONETTE
375511437	100.00	1 046.95	CVILL	D	SAMUELS	24	BERGSTEDT STREET
379222500	100.00	802.74	CVILL	MC	RAS	5	HERCULESSTRAAT
10286467	100.29	1 124.38	CVILL	K	PAULSE	14	ELAND
370131669	79.83	4 139.95	CVILL	BS	RHODES	90	EIKE STREET
10491953	75.00	1 019.09	CVILL	B+E	DIEDERICKS	26	EIKE STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
370831060	99.76	236.67	CVILL	CK	VAN KERWEL	51	VREDELUST STREET
371880847	-	1 972.09	CVILL	S	CAROLUS		132 WOONSTEL EKON 4
10294330	135.63	2 212.28	CVILL	E	JOSEPH	51	NORTH END STREET
371970364	50.00	1 813.22	CVILL	K	ADENDORFF		132 WOONSTEL EKON 4
371940831	37.49	81 099.98	CVILL	R	SAMUELS		132 WOONSTEL EKON 4
370132976	200.00	3 125.37	CVILL	I+R	WARRIES	48	EIKE STREET
372310024	200.00	2 999.91	CVILL	H	JOSHUA	37	GABRIEL STREET
10294354	200.00	1 681.00	CVILL	CJ+R	DAMONSE	55	NORTH END STREET
370800653	100.00	1 240.25	CVILL	SW+J	DE KOKER	148	CURRY STREET
10361313	35.35		CVILL	AD	KLEYNHANS	135	LANG STREET
373730731	44.25	1 085.05	CVILL	J	COMBRINCK	32	WILLAMS STREET
10274040	164.42		CVILL	H	DE VOS	13	SYLVIA
379210413	200.00	3 471.69	CVILL	KF	BERGSTEDT	30	DAVIDSE STREET
10016783	-	2 598.54	CVILL	JW	GORDON		132 WOONSTEL EKON 4
372811051	150.44	723.12	CVILL	DT+CV	MEYER	10	STELLITAPARK
10080254	-	3 001.78	CVILL	GM	NOBLE		132 WOONSTEL EKON 4
10538922	-	2 819.38	CVILL	C	JULIES		132 WOONSTEL EKON 4
370750448	165.26		CVILL	T	MORRIS	4	PINE STREET
375500808	285.00	15 305.32	CVILL	SPJ+J	VAN WYK	6	BERGSTEDT STREET
371921274	-	2 066.54	CVILL	IJ	JACOBS		132 WOONSTEL EKON 4
370172642	55.00	1 871.83	CVILL	F	ABSOLOM EN M D	29	JACARANDA
370171854	300.00	33 219.29	CVILL	N	OLIVIER	21	JACARANDA
370120762	13.57		CVILL	K	RHODES	29	EIKE STREET
379210114	299.76	40 239.99	CVILL	G	FREDERICKS	36	DAVIDSE STREET
370751896	310.78		CVILL	S+FM	CORNELIUS	103	PINE STREET
10294426	242.21		CVILL	F+I	ANTHONY/SAMPSON	65	NORTH END STREET
10286852	285.04		CVILL	C	SKIPPERS	99	VREDELUST STREET
370750974	340.09		CVILL	E	DIEDERICKS	111	PINE STREET
370700450	11.41		CVILL	M	PHILANDER	7	PRIMROSE STREET
370730945	164.34		CVILL	NJ	CLAASSENS	75	PRIMROSE STREET
10152892	499.88	10 828.10	CVILL	HC	BERGSTEDT	31	CARRIEM STREET
10114221	197.67	11 513.33	CVILL	M	WILLEMSE	26	BERGSTEDT STREET
375531734	463.99		CVILL	A	BASSON	11	AFRIKA STREET
370180364	201.96		CVILL	HM	VAN KERVEL	103	432 S EKON
371940350	-	1 358.54	CVILL	ER	PAULSE		132 WOONSTEL EKON 4
10274071	345.89		CVILL	D	SAMSON	34	SYLVIA
10623097	363.47		CVILL	R	MULLER	156	LANG STREET
371930265	50.58	2 075.93	CVILL	MC	KAY		132 WOONSTEL EKON 4
370730488	801.64	29 736.05	CVILL	MS	SAMSON	4	PRIMROSE STREET
10286429	676.61		CVILL	D	CHRISTIANS	6	ELAND
10025750	15.00	2 321.78	CVILL	A	KHAN		132 WOONSTEL EKON 4
370744577	735.14		CVILL	J	ENGELBRECHT	106	PINE STREET
371950359	181.00	771.92	CVILL	J	ADAMS		132 WOONSTEL EKON 4
370720568	664.97		CVILL	EJ+G	WILLIAMS	42	PRIMROSE STREET
370190741	707.81		CVILL	M	PIETERSEN	50	JACARANDA
10294323	487.52		CVILL	A	FLINK	49	NORTH END STREET
371930674	100.00	2 351.38	CVILL	DJ	PLAATJIES		132 WOONSTEL EKON 4
10277500	417.57		CVILL	L	HARTZENBERG	18	ELAND
370131243	921.60		CVILL	M	DANIELS	94	EIKE STREET
10294000	629.99		CVILL	GT	OCTOBER	5	GEMSBOK
370743978	891.76		CVILL	A	PIETERSEN	22	PINE STREET
371921140	-	2 606.38	CVILL	M	CARIEM		132 WOONSTEL EKON 4
370841045	728.43		CVILL	J	PIETERSEN	22	VREDELUST STREET
10294079	941.20		CVILL	E	APPOLLIS	15	NORTH END STREET
371971183	180.00	826.85	CVILL	D	SMITH		132 WOONSTEL EKON 4
370790066	828.16		CVILL	W	ARNOLDS	1	VREDELUST STREET
370720960	1 183.75		CVILL	J	CLAASEN	46	PRIMROSE STREET
370760746	950.64		CVILL	Z	KHAN	81	PINE STREET
370130242	1 112.07		CVILL	AT	JACOBS	22	EIKE STREET
10294244	1 127.92		CVILL	B	LOGGENBERG	24	KUDU
10625178	1 099.65		CVILL	AM+T	KING	44	BERGSTEDT STREET
372450010	792.23	11 035.24	CVILL	RJ	BAARTMAN	3	GABRIEL STREET
10059005	592.51		CVILL	J	ELIAS	34	CARRIEM STREET
379219333	721.71		CVILL	HM	JULIUS	21	DAVIDSE STREET
10058633	-	2 334.26	CVILL	F	CADMAN		132 WOONSTEL EKON 4
375521144	1 283.84	0.00	CVILL	SP+L	OLIPHANT	30	BERGSTEDT STREET
370270049	374.54		CVILL	CJ+EI	REINHARDT	4	EIKE STREET
370733508	1 341.50		CVILL	A	ABRAHAMS	21	PINE STREET
372182513	858.39		CVILL	D	WILIAMS EN V	12	SEPTEMBER STREET
379208807	1 252.08		CVILL	PJ	TITUS	23	CARRIEM STREET
372792356	-	2 978.11	CVILL	I	LUITERS		MUNISIPALE 72 WOONSTELLE
10274181	1 390.57		CVILL	A	DANIELS	12	SYLVIA

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
370700553	1 337.35		CVILL	P D	BARON	9	PRIMROSE STREET
10294110	1 965.02		CVILL	M	BLANKENBERG	7	NORTH END STREET
10510641	1 728.01		CVILL	PJ+LJ	VAN DER RHEEDE	15	STELLITAPARK
10408588	901.96		CVILL	S	FERGUSON+OTHERS	21	RAZIET STREET
375500918	127.81		CVILL	FL	THYS	4	BERGSTEDT STREET
370731159	480.76		CVILL	JR	DE KLERK & CW	36	NORTH END STREET
379217128	1 717.88		CVILL	J	DAVIDS	34	CHIPPENDALE STREET
373270017	1 369.34		CVILL	CF	FRANS	37	HENDRICKSE STREET
372791757	-	3 824.68	CVILL	GJ	FORTUIN		MUNISIPALE 72 WOONSTELLE
370752062	2 200.33		CVILL	M	GORDON	120	CURRY STREET
370161477	1 200.54		CVILL	P	SMIT EN G	81	EIKE STREET
370751676	1 139.15		CVILL	PW	TRANTAAL	8	NORTH END STREET
379208821	2 172.88		CVILL	P J	TITUS	23	CARRIEM STREET
379220625	2 172.88		CVILL	SM	LOTTERING	13	ISMAILSTRAAT
379224629	2 172.88		CVILL	P J	ISAACS	6	GONZALVES STREET
370742757	2 708.20		CVILL	F	SOLOMONS	34	PINE STREET
10400748	2 341.80		CVILL	S	RAS	9	ISMAIL STREET
370752550	2 719.16		CVILL	J	CORNELIUS	126	CURRY STREET
374790037	2 598.29		CVILL	M	ORTELL	5	POOL STREET
10420461	2 639.57		CVILL	M	VAN GRAAN	103	432 S EKON
374860037	2 551.19		CVILL	AM+P	DANIELS	4	TOEFY STREET
10361368	2 354.13		CVILL	YC	O'MALLEY	23	RAZIET STREET
375520239	2 603.87		CVILL	P	HENDRICKS	27	ARNOLD STREET
371980349	137.35		CVILL	G	ADRIAANSE		132 WOONSTEL EKON 4
375530410	3 266.87		CVILL	FJ+A	THEUNIS	46	BERGSTEDT STREET
371960145	406.32		CVILL	M	JOSEPHS		132 WOONSTEL EKON 4
10145425	3 659.20		CVILL	MJ	ABRAHAMS	16	ACHILLES STREET
370752677	3 117.19		CVILL	P	JOACHIM	4	NORTH END STREET
370111142	1 559.55		CVILL	M	BERGSTEDT	37	EIKE STREET
379220601	3 847.07		CVILL	SM	LOTTERING	13	ISMAILSTRAAT
10286838	1 744.03		CVILL	J	ARRISON	95	VREDELUST STREET
371390047	803.37		CVILL	U	ADAMS	4	FIR STREET
370732143	4 105.35		CVILL	M	BENEKE	67	PRIMROSE STREET
370721277	2 209.86		CVILL	F	OLIFANT	24	PRIMROSE STREET
371960444	1 206.32		CVILL	F	KLAASENS		132 WOONSTEL EKON 4
10203046	4 523.82		CVILL	A	HENDRICKS	41	LAST STREET
370840790	905.43		CVILL	Y	CLARKE & Y	40	VREDELUST STREET
10274208	4 830.31		CVILL	M	ADONIS	26	SYLVIA
10115088	1 506.32		CVILL	J	SPANDIEL		132 WOONSTEL EKON 4
10497485	4 130.92		CVILL	EH	WILLIAMS	63	LANG STREET
370740061	3 882.57		CVILL	DR	DE KLERK	60	PINE STREET
370753472	4 861.65		CVILL	W+D	PETERSEN	89	PINE STREET
371920345	1 706.32		CVILL	S	EKSTEEN		132 WOONSTEL EKON 4
10294024	2 273.50		CVILL	K	ADAMS	25	NORTH END STREET
371880146	1 866.32		CVILL	JJN	HERBERT		132 WOONSTEL EKON 4
10082380	1 886.32		CVILL	T	ROMAN		132 WOONSTEL EKON 4
371931448	2 091.32		CVILL	L	PIETERSEN		132 WOONSTEL EKON 4
10147276	2 161.32		CVILL	A	DANIELS		132 WOONSTEL EKON 4
370733443	5 447.76		CVILL	I	MANUEL EN I	53	PRIMROSE STREET
371951460	2 406.32		CVILL	DJJ	ANDREWS		132 WOONSTEL EKON 4
371970467	2 416.32		CVILL	AF	JACOBS		132 WOONSTEL EKON 4
371920455	2 421.32		CVILL	PL	JACOBS		132 WOONSTEL EKON 4
379206207	1 719.31		CVILL	T E	JOHNSON	30	CARRIEM STREET
371900653	2 636.32		CVILL	G	PIETERSE		132 WOONSTEL EKON 4
372794042	393.46		CVILL	E	HESQUA		MUNISIPALE 72 WOONSTELLE
371480052	5 901.92		CVILL	J+RJ	CORNELIUS	72	LANG STREET
372792758	511.46		CVILL	J	SEAS		MUNISIPALE 72 WOONSTELLE
372792569	568.46		CVILL	D	ROOI		MUNISIPALE 72 WOONSTELLE
372794444	3 604.62		CVILL	M	PAULSE		MUNISIPALE 72 WOONSTELLE
375500365	3 537.60		CVILL	A	VAN KERWEL	11B	ARNOLD STREET
372795359	708.46		CVILL	P	VAN NIEKERK		MUNISIPALE 72 WOONSTELLE
10115181	708.46		CVILL	E	FLANDORP		MUNISIPALE 72 WOONSTELLE
372790581	745.56		CVILL	SY	DIEDERICKS		MUNISIPALE 72 WOONSTELLE
372792064	758.46		CVILL	GM	CHRISTIANS		MUNISIPALE 72 WOONSTELLE
10208560	973.46		CVILL	R	ALFESTUS		MUNISIPALE 72 WOONSTELLE
372796477	987.90		CVILL	RG	TIEMIE		MUNISIPALE 72 WOONSTELLE
10612293	1 098.46		CVILL	PE	WITBOOI		MUNISIPALE 72 WOONSTELLE
100093	13 817.88		PNIEL	CDD+K	WILLEMSE	5	PROTEA STREET
372791441	1 368.46		CVILL	L	MICHAU		PROTEASTRAAT 6
372792150	1 503.46		CVILL	M	DAVIDS		351 MGABADELI CRESCENT
370132749	7 490.13		CVILL	A	APPOLIS	80	MEERLUST
372183710	4 847.86		CVILL	JK	SHABANGU	17	DEPARTEMENT BOSBOU

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372795263	1 893.46		CVILL	NM	ADAMS		MEERLUST
372795160	2 068.46		CVILL	A	ARENDSE		MEERLUST
372792246	3 068.46		CVILL	EM	DAVIDS		MEERLUST
372793955	3 298.46		CVILL	C	ISAACS		MEERLUST
372793247	3 468.46		CVILL	F	FEBRUARY		POSBUS 31
100313	29.30		PNIEL	JC	NICHOLLS	6	PROTEASTRAAT
10315824	8 678.21		CVILL	MM	SALES	80	MAASDORP ERF 5556
10291265	2 912.11		KMAND	MG	NJOKWANA	351	MGABADELI CRESCENT
370320058	7 970.84		CVILL	DE	ADAMS EN Y A	4	MEERLUST
372181000	8 747.59		CVILL	RC	JAGERS	53	DEPARTEMENT BOSBOU
10714670	6 903.69	10 166.67	CVILL	J	FORTUIN		MEERLUST
379207208	11 823.97		CVILL	G	VAN DER MERWE EN J	10	MEERLUST
10279344	11 925.77		CVILL	M	JACOBS	52	MEERLUST
370172556	13 146.59		CVILL	CJ	SOUTMAN EN A J	27	MEERLUST
372794255	7 731.59		CVILL	B	LAKEY		POSBUS 31
370752866	11 696.67		CVILL	J	CORNELIUS	118	MEERLUST
375501115	13 661.41		CVILL	K	SOLOMONS	43	MAASDORP ERF 5556
370750785	20 429.50		CVILL	I	PHILANDER	16	POSBUS 64
370170750	20 296.78		CVILL	E	JACOBS	63	SANTA ROSASTRAAT 15
10286900	21 293.93		CVILL	J	JULIUS	109	DAHIASTRAAT 2950
370131597	40 899.51		CVILL	F	STEVENS	92	DAHIASTRAAT 2951
10369287	44 019.33		CVILL	RH	BOOYSEN	3	DAHIASTRAAT 2953
370842149	47 433.92		CVILL	BJ	ALEXANDER EN G R	12	DAHIASTRAAT 2936
10839412	44 426.03		CVILL	R	PIETERSEN		DAHIASTRAAT 2939
370743167	99 121.35		CVILL	S	ADAMS	103	DAHIASTRAAT 2940
372793065	128 525.63		CVILL	T	DE RUITER		DAHIASTRAAT 2941
10349887	228 970.23		Meerlust	WMJ	MOUTON		MEERLUST SIMONDIUM
10165818	352 149.13		CVILL	J	HENDRICKS + ANDER	12	DEPARTEMENT BOSBOU
43621	-	21 361.71	FGDAL	BN	NTSUNGUZI	4	MEERLUST
8493	-	258.61	FGDAL	PS+M	CLOETE	23	MEERLUST
10303438	-	4 565.05	FGDAL	MF	CUPIDO	27	MEERLUST
10620403	-	461.51	FGDAL	A	TIMOTHEUS	20	MEERLUST
42101	-	17 618.99	FGDAL	C	DANIELS	15	POSBUS 31
10339	-	1 341.21	FGDAL	HM	FORTUIN	13	MEERLUST
11639	20.94	272.60	FGDAL	NJ	JOHNSON	41	MAASDORP ERF 5556
12630	-	280.04	FGDAL	K	HENDRICKS	30	POSBUS 64
42060	40.92	25 115.29	FGDAL	MM+NP	NGUBO	23	SANTA ROSASTRAAT 15
45018	5.67		FGDAL	M	JEFTHAS	61	DAHIASTRAAT 2950
41818	-	571.67	FGDAL	D	BOUGAARD + F SCHEEPERS	3	DAHIASTRAAT 2951
10617920	22.29	4 284.38	FGDAL	VR	JEFTHAS	14	DAHIASTRAAT 2953
8541	51.95	2 462.96	FGDAL	DD&SE	CUPIDO	37	DAHIASTRAAT 2936
40563	14.48		FGDAL	G+A	JAFTA	31	DAHIASTRAAT 2939
40714	16.53		FGDAL	FN	NJOBE	5	DAHIASTRAAT 2940
10529797	55.92	5 678.16	FGDAL	C	MALIES	8	DAHIASTRAAT 2941
43171	20.22		FGDAL	O	FOCA	14	DAHIASTRAAT 2942
11828	60.00	1 449.20	FGDAL	L	LOUW	1	MONTE CHRISTO 16
45441	27.78		FGDAL	E	MBOLA	18	MONTERAY 14
12290	50.00	249.40	FGDAL	RD	PETRUS	69	MOUNT VIEW 16
10913	49.76	2 772.50	FGDAL	MJ&A	HOFFMAN	89	MOUNT VIEW 17
46033	50.00	2 174.59	FGDAL	AW	DANIELS	22	MONTERAY 14
10177125	40.53		FGDAL	SM	VAN SCHALKWYK	43	MOUNT VIEW 16
43669	29.33		FGDAL	Z	BELO	12	MOUNT VIEW 17
41629	85.00	405.79	FGDAL	N	WEBEME	11	DAISEY CRESCENT
10640463	9.07		FGDAL	F	BOONZAAIER	16	DAISEY CRESCENT
42668	51.42		FGDAL	M	SAMUELS	28	ANGELIER STREET
46239	91.92	861.91	FGDAL	T+DC	JONES	34	SAPPHIRE CRESCENT
10625563	99.04	1 427.83	FGDAL	N	XAKAZA	22	VIOLA CRESCENT
44574	99.92	2 328.99	FGDAL	D+F	DAWIDS	53	CLEMENTINE CRESCENT
10180749	80.00	225.83	FGDAL	MR&KM	NJOBE	27	ASTER CRESCENT
42596	70.72		FGDAL	NO	NZINZANA	4	ASTER CRESCENT
10618189	78.57		FGDAL	S	VAN WYK	21	LAVENDER
10618141	121.10	9 308.46	FGDAL	J	HOFFMAN	27	LAVENDER
41667	75.40		FGDAL	G	BARNARD	3	DAISEY CRESCENT
10617841	125.00	4 398.20	FGDAL	A	JULIES	11	FENNEL
45836	89.78		FGDAL	NN	NTUNJA	24	MINNEOLA CRESCENT
45379	131.60	6 380.59	FGDAL	CF	BENJAMIN	21	SAPPHIRE CRESCENT
46569	63.39		FGDAL	AN+HF	DU PREEZ		BEAUCOUP DE L'EAU STREET
40697	96.82		FGDAL	NA	PANI	3	PETUNIA CRESCENT
44749	52.00	1 688.97	FGDAL	DJ	VILJOEN + M ADONIS	25	RUBYNEL CRESCENT
10419519	149.95	8 051.52	FGDAL	GN+C	MAPETO	25	PROTEA CRESCENT
10968	155.00	1 714.16	FGDAL	AJ&FM	JACOBS	29	KEEROM STREET

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42651	37.85		FGDAL	N+R	WITTING	16	ASTER CRESCENT
10618158	116.38		FGDAL	Z	MQWEBO	25	LAVENDER
42194	95.06		FGDAL	CJ+CF	SAMPSON	17	LOWER LEA SMITH STREET
10617803	35.59		FGDAL	JMA	BUKES	1	FENNEL
41045	105.43		FGDAL	MN	NYANGA	27	VIOLA CRESCENT
40996	114.95		FGDAL	L	MBILANI	33	VIOLA CRESCENT
10617786	48.87		FGDAL	M	HOFFMAN	3	FENNEL
44464	31.46		FGDAL	JZ+PG	NGALATHI	15	MINNEOLA CRESCENT
44361	192.99	8 264.47	FGDAL	T	BENNET	41	MINNEOLA CRESCENT
10619991	195.98	6 390.22	FGDAL	BJ	BUYS	17	SUNFLOWER
46318	130.59		FGDAL	JA	OLIVIER	15	BEAUCOUP DE L'EAU STREET
10617607	155.91		FGDAL	AP	JEFTHAS	32	EVERLASTING
45300	65.68	2 472.52	FGDAL	JJ+MM	MARAIS	17	SCHOOL STREET
10618251	125.26		FGDAL	K	MEINTJIES	31	ORCHID STREET
46837	113.96		FGDAL	EM+S	JOHNSON	27	FORELLE CRESCENT
10618361	91.47		FGDAL	M	MTSHENTSHE	23	ORCHID STREET
10618282	221.83	10 329.64	FGDAL	EH	BROWN	29	ORCHID STREET
10619984	200.64	15 012.72	FGDAL	S	WILLIAMS	19	SUNFLOWER
44172	194.99		FGDAL	N	MCITEKI	13	RUBYNEL CRESCENT
44684	189.15		FGDAL	L+CW	ADONIS	39	RUBYNEL CRESCENT
10618213	143.72	535.41	FGDAL	D	JACOBS	17	LAVENDER
10617755	138.29		FGDAL	K	DAVIDS	32	FERN
8644	250.00	28 010.81	FGDAL	DJ	DAVIDS	26	OAK STREET
43573	259.65	6 623.76	FGDAL	N	MTYALI	30	DAISEY CRESCENT
10618309	263.00	10 672.49	FGDAL	S	ERASMUS	2	BELLFLOWER
44725	39.01		FGDAL	M+NF	NGUBO	31	RUBYNEL CRESCENT
10619692	268.92	10 797.98	FGDAL	EN	AFRICA	15	JACARANDA
10619661	222.57		FGDAL	Z	QODA	21	JACARANDA
40240	196.46		FGDAL	TE	MANTYI	35	ANGELIER STREET
43566	269.94	7 651.80	FGDAL	D+S	BOONZAAIER	28	DAISEY CRESCENT
40116	119.51		FGDAL	S	NGXEKE	34	ANGELIER STREET
40305	121.52		FGDAL	N	KUZA	39	ASTER CRESCENT
45434	150.27		FGDAL	NJ	MNTUYEDWA	16	RUBYNEL CRESCENT
10617827	188.62		FGDAL	SB	GABRIELS	10	LAVENDER
10618127	285.43	5 706.12	FGDAL	JJ	DAVIDS		MOOIWATER
44921	195.07		FGDAL	E	ADAMS	9	CLEMENTINE CRESCENT
10618316	220.10		FGDAL	MJ	MEYER	27	ORCHID STREET
45953	253.10		FGDAL	NE	NTSATHA	8	MINNEOLA CRESCENT
7430	89.17		FGDAL	M	BOTHA	24	SANTA ROSA STREET
40525	109.34		FGDAL	N	TYHANTSULA	41	PETUNIA CRESCENT
40518	281.10		FGDAL	NE	NTONI	43	PETUNIA CRESCENT
44206	277.75		FGDAL	M	MBOLA	48	LOWER LEA SMITH STREET
10658381	242.05		FGDAL	SJM	HENDRICKS	57	NECTARINE CRESCENT
10619946	176.54		FGDAL	FDK	BOONZAAIER	20	JACARANDA
10619647	315.57		FGDAL	LC	FIPHAZA	25	JACARANDA
46480	293.92		FGDAL	D+A	PIENAAR	17	SAPPHIRE CRESCENT
10618093	98.35	19 742.06	FGDAL	NF	BOOI		MOOIWATER
12836	100.40	460.13	FGDAL	N	PHILANDER	7	JOHN STREET
41533	-	783.51	FGDAL	H+KM	PRINS	4	LEEUBEKKIE STREET
10617779	-	361.91	FGDAL	CM	FORTUIN	14	BELLFLOWER
10615739	1.56		FGDAL	JL	CLEOPHAS	28	BARBERRY
47326	387.01		FGDAL	KP+SN	SWARTS	20	FORELLE CRESCENT
12386	399.76	5 009.84	FGDAL	F & C	PRINS	46	BOONZAAIER ROAD
43645	356.59		FGDAL	S	ZUMANI	8	DAISEY CRESCENT
10619939	203.24		FGDAL	EJ	BOONZAAIER	18	JACARANDA
45984	383.39		FGDAL	B	SIQWAYI	14	MINNEOLA CRESCENT
41674	430.62		FGDAL	JJ+F	BOONZAAIER	20	LEEUBEKKIE STREET
44794	274.13		FGDAL	M+ME	HOFFMAN	7	KAKAMAS CRESCENT
45568	435.26		FGDAL	MG	WITBOOI	4	KAKAMAS CRESCENT
40831	10.72		FGDAL	N	SKADE	105	UPPER LEA SMITH STREET
10858	-	18 555.07	FGDAL	DIS&M	HOFFMAN	16	KEEROM STREET
47137	227.40		FGDAL	P	WILLIAMS + R APSLOON	4	SUNDGOLD STREET
10617731	480.45		FGDAL	J	LOUW	30	FERN
44608	433.77		FGDAL	VA	TOM + P BOSCH	47	CLEMENTINE CRESCENT
10619410	539.84		FGDAL	PR	ADAMS	2	ORCHID STREET
10619568	20.28	1 138.39	FGDAL	VW	ADONIS	22	ORCHID STREET
45001	-	176.22	FGDAL	HF+C	SWARTZ	63	SAPPHIRE CRESCENT
10618299	23.31		FGDAL	JR	LUCAS	1	BELLFLOWER
10676734	598.29		FGDAL	JS+SL	ENGELBRECHT	44	SAPPHIRE CRESCENT
44158	407.61		FGDAL	MP	BHOKOLO	17	RUBYNEL CRESCENT
8338	414.02		FGDAL	S+VF	VAN WYK	4	WILLIAMS STREET



Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
41519	619.89		FGDAL	NN	MCINGA	41	LOWER LEA SMITH STREET
13363	149.67		FGDAL	S&EM	WILSKUDT	19	PARK STREET
41186	353.05		FGDAL	NC	ZAMANI	75	UPPER LEA SMITH STREET
10619795	712.19		FGDAL	N	MAVILO	35	JACARANDA
10616338	518.90		FGDAL	WE	DANIELS	27	EVERLASTING
10618196	208.88		FGDAL	N	MSHCILELI	1	LAVENDER
41825	74.14	5 036.22	FGDAL	MM	NORMAN	37	LOWER LEA SMITH STREET
40082	623.91		FGDAL	M	NOGWANYA	40	ANGELIER STREET
44945	542.09		FGDAL	N	SHASHA	5	CLEMENTINE CRESCENT
46497	437.29		FGDAL	JN+NR	JOJA	15	SAPPHIRE CRESCENT
45757	478.89		FGDAL	MM	DAVIDS	10	ELDORADO CRESCENT
41083	856.83		FGDAL	P+M	MASHELE	19	VIOLA CRESCENT
10619616	874.82		FGDAL	N	BHULU	32	ORCHID STREET
10619829	844.25		FGDAL	TB	SEISI	2	JACARANDA
10619881	947.79		FGDAL	PI	SKEY	8	JACARANDA
45238	662.60		FGDAL	VJ	JEFTHAS	16	LOWER LEA SMITH STREET
42273	684.14		FGDAL	IJ+MM	ARENDESE	18	CULEMBORG STREET
45960	998.96		FGDAL	NMP	NTWABANE	10	MINNEOLA CRESCENT
46741	791.44		FGDAL	WGP	JEFTHAS + CS NOMDOE	31	LA PROVENCE EAST
10620355	455.20		FGDAL	N	MVITYO	14	SUNFLOWER
44426	1 077.83		FGDAL	Z+NS	MCOSANA	29	MINNEOLA CRESCENT
8754	415.37		FGDAL	C	DAVIDS	45	SANTA ROSA STREET
8400	648.59		FGDAL		BOEDEL WYLE J CAROLUS	47	SANTA ROSA STREET
8455	962.25		FGDAL	K	CLAASSEN	2	JOHN STREET
40233	856.09		FGDAL	Z	DLEBUSUKU + NP MATABENI	37	ANGELIER STREET
44141	1 028.53		FGDAL	J	TEMOTIUS	19	RUBYNEL CRESCENT
46459	140.09		FGDAL	JF	KREDIET	24	SAPPHIRE CRESCENT
10617872	960.59		FGDAL	N	SUNDWANA	15	FENNEL
44103	549.00		FGDAL	A	PILLAY	97	BEAUCOUP DE L'EAU STREET
40721	1 240.45		FGDAL	N	SILLO	3	ANGELIER STREET
10617858	435.59		FGDAL	ZM	MSEBENZI	13	FENNEL
44471	1 174.24		FGDAL	FC	BOKWE	13	MINNEOLA CRESCENT
47041	1 073.58		FGDAL	JJ+CM	BOONZAAIER	19	PACKHAM CRESCENT
10617865	1 296.03		FGDAL	M	MORRIES	4	FENNEL
10617676	302.54		FGDAL	GS	ZIMMERIE	16	LAVENDER
46693	996.16		FGDAL	GM	FRAZENBURG + CL JAFTHAS	41	LA PROVENCE EAST
10619898	84.45		FGDAL	CD	VAN DER BERG	10	JACARANDA
10542530	647.72		FGDAL	LJ	COLLINS		MOOIWATER
42149	1 047.80		FGDAL	N	BOKWE	7	NECTARINE CRESCENT
44213	1 367.79		FGDAL	TS	FIPAZA	50	LOWER LEA SMITH STREET
11660	1 210.59		FGDAL	W	JOOSTE	1	JOHN STREET
45214	1 485.17		FGDAL	HM	WILLIAMS	5	ELDORADO CRESCENT
10177101	1 260.47		FGDAL	PJ	BOONZAAIER	47	LA PROVENCE EAST
46088	1 658.70		FGDAL	R	SAPTOE + D PLAATJIES	31	BEAUCOUP DE L'EAU STREET
10620348	1 045.34		FGDAL	SE	MAGAZI	12	SUNFLOWER
42479	1 378.78		FGDAL	HJ+CM	DU PREEZ	9	SCHOOL STREET
13222	1 400.21		FGDAL	PA	WILLIAMS	31	HERMITAGE STREET
45032	1 352.92		FGDAL	VG	MCOSANA	57	SAPPHIRE CRESCENT
47429	1 633.86		FGDAL	J	PARSON	18	ASTER CRESCENT
10638	1 571.24		FGDAL		BOEDEL WYLE W GROOTETJIE	5	PAULSE STREET
41447	1 520.87		FGDAL	MZ+NG	SIDIYA	5	RUBYNEL CRESCENT
10617566	1 772.25		FGDAL	Y	PRIMO	20	LAVENDER
42716	1 820.37		FGDAL	NP	NDUKU	20	PETUNIA CRESCENT
40738	401.56	3 317.73	FGDAL	N	MALAYIKHO	1	ANGELIER STREET
10416327	1 792.60		FGDAL	SA	NTSANE + P TOM	31	PROTEA CRESCENT
13349	465.19	732.46	FGDAL	P	WILLIAMS	63	SANTA ROSA STREET
47948	1 652.09		FGDAL	JK	SMITH	18	BOONZAAIER ROAD
10494	1 665.73		FGDAL	JAR	GOLIATH	21	OAK STREET
46772	582.61		FGDAL	N	SINEKELO	39	FORELLE CRESCENT
44134	1 926.22		FGDAL	NE	MSEBENZI	21	RUBYNEL CRESCENT
13332	1 616.92		FGDAL	R	WILLIAMS	5	VAN DER BERG CRESCENT
10620207	1 938.23		FGDAL	M	MONI	34	JACARANDA
45544	1 573.68		FGDAL	KM	PATIWE + NG SIDANGA	44	LOWER LEA SMITH STREET
10617494	777.60	4 133.00	FGDAL	T	MHLUZANA	28	LAVENDER
42534	911.05		FGDAL	C+RR	BOOYSEN	24	ASTER CRESCENT

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10620410	1 918.86		FGDAL	E	DE VILLIERS	22	SUNFLOWER
41131	1 880.46		FGDAL	MV	THELEJANE	9	VIOLA CRESCENT
10618323	2 169.28		FGDAL	VL	NTSABO	4	BELFLOWER
44433	2 298.40		FGDAL	E	DAVIDS	27	MINNEOLA CRESCENT
46332	2 031.44		FGDAL	SL	BASIE + SN KULU	11	BEUCOUP DE L'EAU STREET
11756	1 975.43		FGDAL	A&C	KOLBIE	27	KEEROM STREET
43511	2 048.95		FGDAL	SA+M	THELEJANE	18	DAISEY CRESCENT
10620245	1 491.70		FGDAL	N	SEM	33	SUNFLOWER
					KIRKWOOD + L		
46806	2 486.68		FGDAL	A	SOLOMONS	33	FORELLE CRESCENT
48066	2 558.11		FGDAL	CN	ZAZAZA	21	BEUCOUP DE L'EAU STREET
10528514	2 022.53		FGDAL	P+MR	APRIL	86	UPPER LEA SMITH STREET
16287	1 821.08		FGDAL	SV	DE WET		BOONZAAIER ROAD
41306	2 750.13		FGDAL	TM	SIWENDU	23	PROTEA CRESCENT
10619362	2 464.16		FGDAL	SE	JEFTHAS	3	ORCHID STREET
					TULWANA + N		
47230	2 140.13		FGDAL	RY	MGAWANA	4	FORELLE CRESCENT
42802	3 088.42		FGDAL	R	FORTUIN + C KRUGER	6	PETUNIA CRESCENT
40604	3 196.71		FGDAL	MN	STOYILE	23	PETUNIA CRESCENT
13930	2 944.11		FGDAL	AJ	RIFFEL	12	BLOSSOM STREET
11969	366.51		FGDAL	HE	MOSES	44	SANTA ROSA STREET
10542499	-	26 886.91	FGDAL	L	THEMBANI		MOOIWATER
10619379	3 124.06		FGDAL	GM	LENOS	1	ORCHID STREET
					NYOBOLÉ &		
10180794	3 977.13		FGDAL	NP&X	MAQHUBELA	29	RUBYNEL CRESCENT
8352	4 844.35		FGDAL	J	CARELSE	4	GLADIOLUS STREET
10619843	1 681.27		FGDAL	ME	GALANT	1	SUNFLOWER
10618031	6 189.38		FGDAL	FD	JEFTHAS	12	ALOE
10542633	763.40		FGDAL	NS	MAHOHANA		BEUCOUP DE L'EAU STREET
47168	6 958.94		FGDAL	G+C	VAN SCHALKWYK	4	PACKHAM CRESCENT
10533257	4 630.03		FGDAL	M	HOFFMAN	5	SCHOOL STREET
44835	7 158.24		FGDAL	LJ+MM	TLHATSI	34	LOWER LEA SMITH STREET
10841	3 252.63		FGDAL	JS	HOFFMAN	23	LA PROVENCE STREET
7447	7 638.06		FGDAL	M	BOTHA	48	SANTA ROSA STREET
10619355	1 711.80		FGDAL	V	CAROLUS	5	ORCHID STREET
42163	7 179.08		FGDAL	MC+S	HOGARTH	3	NECTARINE CRESCENT
43786	8 742.24		FGDAL	MC	MKHIZE + R FISHER	2	NECTARINE CRESCENT
40477	8 043.71		FGDAL	JN	JACKSON	23	ANGELIER STREET
44567	5 932.34		FGDAL	VJ+TV	SIFUBA	37	BEUCOUP DE L'EAU STREET
44079	6 215.61		FGDAL	NS	MSEBENZI	103	BEUCOUP DE L'EAU STREET
42761	9 872.28		FGDAL	NE	TELA	13	ANGELIER STREET
10490158	10 517.82		FGDAL	E	VAN WYK	51	BEUCOUP DE L'EAU STREET
11086	10 624.57		FGDAL	V&SC	JACOBS	50	SANTA ROSA STREET
10243	8 760.37		FGDAL	J	FEWERS	15	BOONZAAIER ROAD
41698	10 178.42		FGDAL	F	SICWEBU	27	DAISEY CRESCENT
12685	9 444.87		FGDAL	RG	SEPTEMBER	11	BOONZAAIER ROAD
10617937	12 522.73		FGDAL	GL	BOUGAARD	8	LAVENDER
10620135	14 868.23		FGDAL	E	ARRIES	7	SUNFLOWER
45472	14 860.47		FGDAL	MB	NDIKA	22	RUBYNEL CRESCENT
47027	15 702.29		FGDAL	A+CM	DANIELS	23	PACKHAM CRESCENT
11141	16 683.69		FGDAL	A	JAFTHAS	6	KEEROM STREET
40226	382.30		FGDAL	V	SIKUMBUZO + D NANCY	39	ANGELIER STREET
41038	17 962.32		FGDAL	NA	PAULOS	29	VIOLA CRESCENT
10205811	15 804.32		FGDAL	J	BESS	31	PARK STREET
34063	18 925.05		FGDAL	JJ	DAVIDS	16	LE ROUX ROAD
10618237	20 528.42		FGDAL	W	SIHLAHLA	15	LAVENDER
10542640	21 414.80		FGDAL	MC	LUPOPO		BEUCOUP DE L'EAU STREET
44385	23 632.49		FGDAL	ZP	ZWAPI	37	MINNEOLA CRESCENT
46710	23 752.34		FGDAL	A	SIAS	37	LA PROVENCE EAST
10619812	24 273.22		FGDAL	N	SAMPANA	38	LAVENDER
45685	15 251.67		FGDAL	LA+ZV	SIKO	24	LOWER LEA SMITH STREET
44024	26 332.08		FGDAL	W+VW	BOONZAAIER	10	LETITIA STREET
					LEIBRANDT + KM		
46765	28 621.15		FGDAL	A	WILLIAMS	41	FORELLE CRESCENT
10620290	28 361.00		FGDAL	ZD	NQUMA	34	LAVENDER
10620238	27 683.31		FGDAL	N	PONI	35	SUNFLOWER
					MZUZWANA + NV		
42417	32 551.97		FGDAL	ML	JEBESE	9	LETITIA STREET
42572	17 295.39		FGDAL	MC+N	LUGALO	27	ANGELIER STREET
45173	38 304.79		FGDAL	M+NN	ZUMANA	19	KAKAMAS CRESCENT
10542482	46 365.28		FGDAL	R M	DAWUWA		MOOIWATER

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10620472	58 072.21		FGDAL	N	MTYHUDA	30	SUNFLOWER
42204	67 496.59		FGDAL	KS	KUNDAYI	4	CULEMBORG STREET
10618206	83 099.49		FGDAL	M	SOMDAKA	19	LAVENDER
10349894	159 980.67		Meerlust	LK	RHODE		MEERLUST SIMONDIUM
10349973	174 518.15		Meerlust	S	LUCAS		MEERLUST SIMONDIUM
10350021	58 542.45		Meerlust	CE	HARTOGH		MEERLUST SIMONDIUM
10350038	81 896.78		Meerlust	M	KOOPMAN		MEERLUST SIMONDIUM
10350069	151 376.97		Meerlust	S	DAVIDS		MEERLUST SIMONDIUM
10350076	63 592.07		Meerlust	L+C	CONRADIE		MEERLUST SIMONDIUM
10350131	74 985.25		Meerlust	E	DAVIDS		MEERLUST SIMONDIUM
10495270	138 555.13		Maasdorp	H	DANIELS		MEERLUST SIMONDIUM
10495342	101 069.71		Maasdorp	F	PAPIER		MEERLUST SIMONDIUM
10542750	640.85		PNIEL	CF	ADAMS	15	SANTA ROSASTRAAT
460640529	5.34		GOAKS	QH	MULLER	15	HOEK STREET
10340163	44.45	13 636.99	GOAKS	MI	DE BRUYN	16	ESSENHOUT STREET
460740203	49.91	143.84	GOAKS	JG	SMITH	36	HOEK STREET
460720700	49.92	747.98	GOAKS	I	ABRAHAMS	50	HOEK STREET
460740409	49.95	381.67	GOAKS	L	HAMMERSE	32	HOEK STREET
460670502	49.99	602.40	GOAKS	DP	DEISEL	13	CHARLIE STREET
460770011	49.89	780.90	GOAKS	AS	KOOPMAN	7	BERGSIPRES STREET
460660400	42.36		GOAKS	C	JURIES	29	HOEK STREET
460740722	100.00	662.08	GOAKS	JJ	MULLER	26	HOEK STREET
460960810	100.00	431.45	GOAKS	A	ARENDSE	19	HEUNINGBOOM
460260165	100.00	651.12	GOAKS	B	PIETERSEN & MAGDA	20	KASTAIINGHOUT STREET
460680707	79.76	2 980.08	GOAKS	F	DE WET	45	HOEK STREET
460740904	91.30	201.79	GOAKS	M	KLAASTE	22	HOEK STREET
460680329	170.16	491.11	GOAKS	A	CONSTABLE	16	DELTA STREET
460650827	43.54		GOAKS	MF	LE ROUX	19	BETA STREET
460690823	61.72		GOAKS	P	KABAB	3	ECHO STREET
460680628	83.44		GOAKS	E	ADONIS	9	DELTA STREET
460670021	106.72		GOAKS	J	DICKSON	18	CHARLIE STREET
10301962	107.00	5 037.30	GOAKS	EHG	BENJAMIN	3	WABOOM STREET
460720126	135.29		GOAKS	K	FARAO	1	CHARLIE STREET
10120879	200.78	268.90	GOAKS	KP	DANIELS	3	KIAAT STREET
460710907	187.55		GOAKS	MA	RAS	5	CHARLIE STREET
460660723	198.44		GOAKS	E	PAULSE	12	CHARLIE STREET
460420431	100.01	52.63	GOAKS	J+A+I	WILLIAMS	23	MELKHOUT STREET
460690902	100.00	25 628.06	GOAKS	UL	JAVU	1	ECHO STREET
460740148	189.48		GOAKS	AJ	MULLER	38	HOEK STREET
460710615	398.44		GOAKS	C	JEFTHA	58	HOEK STREET
460740021	328.44		GOAKS	H	WARNIE	40	HOEK STREET
460710804	113.53		GOAKS	M	DUISEL	7	CHARLIE STREET
460720102	241.52		GOAKS	K	FARO	1	CHARLIE STREET
460640725	548.44		GOAKS	C	HARMSE	19	HOEK STREET
460720913	623.44		GOAKS	J	SKIPPERS	7	BETA STREET
460670825	648.44		GOAKS	M	VAN RHYN	37	HOEK STREET
460650229	673.44		GOAKS	L	JOHNSON	16	BETA STREET
460730620	698.44		GOAKS	M	VAN ROOYEN	4	BETA STREET
460710914	698.44		GOAKS	MA	RAS	5	CHARLIE STREET
460670928	698.44		GOAKS	J	HENDRIKS	39	HOEK STREET
460650126	698.44		GOAKS	D	LOUW	14	BETA STREET
460660424	698.44		GOAKS	C	JURIES	29	HOEK STREET
460660826	698.44		GOAKS	K	JOUBERT	14	CHARLIE STREET
460730709	910.78		GOAKS	J	SIMRIE	6	BETA STREET
460710206	952.62		GOAKS	S	SAMPSON	2	DELTA STREET
460660802	170.10		GOAKS	K	JOUBERT	14	CHARLIE STREET
460680501	201.72		GOAKS	R	POOL	11	DELTA STREET
460710608	1 108.05		GOAKS	C	JEFTHA	58	HOEK STREET
10045222	1 426.32		GOAKS	S+S	MULLER	12	WATERBOOM STREET
10078284	1 494.27		GOAKS	VD	DYANTYI	20	MELKHOUT STREET
460961701	1 694.62		GOAKS	RM	GABRIELS	30	HEUNINGBOOM
460740007	2 925.88		GOAKS	H	WARNIE	40	HOEK STREET
460340913	2 486.87		GOAKS	NB	MANUEL	46	WAAIERPALM STREET
460710505	2 229.31		GOAKS	E	DREYER	8	DELTA STREET
460710220	3 222.23		GOAKS	S	SAMPSON	2	DELTA STREET
460790019	3 084.93		GOAKS	J + F	LE KEUR EN F	11	BERGSIPRES STREET
461070022	3 312.75		GOAKS	F	ISAACS	36	BERGSIPRES STREET
460680123	3 940.03		GOAKS	P	RAPULING	12	DELTA STREET
460290629	4 082.01		GOAKS	R	ROMAN EN F	63	WAAIERPALM STREET
460260732	2 497.95		GOAKS	S+SG	GEORGE & SG	80	WAAIERPALM STREET
460640402	915.45		GOAKS	W	CONRADIE	13	HOEK STREET
461220052	-	29 522.67	GOAKS	CW+HR	ABRAHAMS	16	BERGSIPRES STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
460680006	28 298.44		GOAKS	F	HARMSE	10	DELTA STREET
460670801	21 911.03		GOAKS	M	VAN RHYN	37	HOEK STREET
460680109	40 486.55		GOAKS	P	RAPULING	12	DELTA STREET
10637629	-	4 178.11	IVAL	B+EC	JAVU	21	JOHNSON STREET
23110007	-	26 644.61	IVAL	A	MOUWERS	42	DAVY STREET
10421675	-	4 451.83	IVAL		AD+J SIMMERS+E+E ROBYN	41	ADENDORFF STREET
10357705	11.91	1 603.85	IVAL	E+A	BOOYSEN	11	NEWMAN STREET
10157419	-	4 785.57	IVAL	M	LEWIS	10	COMICE STREET
21860012	49.97	1 567.47	IVAL	K+CR	JOSEPH	2	JORDAAN STREET
10184255	74.97	1 039.94	IVAL	K	LEE	39	DAVY STREET
10077544	49.76	1 039.11	IVAL	ME	DANIELS	10	SUURBESSIE STREET
23540909	100.00	3 692.73	IVAL	AJ+JE	DANIELS	9	CANVADAHOF
10147647	100.00	3 231.23	IVAL	BV	VOSTER	44	DAVY STREET
22380049	100.00	132.79	IVAL	W+AF	ADAMS	19	ADENDORFF STREET
22230047	94.76	3 066.37	IVAL	K+MJ	PIETERSEN	5	ADENDORFF STREET
480510022	100.00	42 722.27	IVAL	GL	DHELMINIE EN CD	30	STINKHOUT STREET
14580031	100.00	4 611.06	IVAL	DC	FREDERICKS	39	TINDALL STREET
23405262	115.77	1 862.00	IVAL	SM	DE KOKER	46	NEWMAN STREET
23591008	200.00	5 375.27	IVAL	J	GOLIATH	90	LINDIDA DRIVE
23120068	55.99		IVAL	J+MG	SEPTEMBER	44	GORRIDON STREET
10720187	282.00	83 083.92	IVAL	CD	HINE	10	BAKKER STREET
20030009	288.65	1 777.44	IVAL	A J J	SAMSON	6	LINDLEY STREET
21880003	397.25		IVAL	A	ESTERHUIZEN	56	ADENDORFF STREET
15270034	87.69	52.42	IVAL	J	MORGAN	12	WEBER STREET
17090144	405.13	1 202.41	IVAL	E C	BEERWINKEL	60	BOTMASKOP WAY
10008975	184.26		IVAL	E	PHILIPS + ER OHLSON	73	LINDIDA DRIVE
10154461	296.73		IVAL	DM	DAVIDS & AC	3	LINDIDA DRIVE
23410761	558.07		IVAL	PW+M	OKKERS	15	NEWMAN STREET
16970139	476.72		IVAL	D	CUPIDO	32	BOTMASKOP WAY
16750003	195.58	5 015.85	IVAL	MY	CORNELSON	17	BOTMASKOP WAY
23401189	1 331.94		IVAL	R	ESAU	31	DAVY STREET
23670408	602.10	17 916.85	IVAL	DG	JACOBS	3	MERTON STREET
23412495	1 324.32		IVAL	M	CLOETE	33	NEWMAN STREET
23582402	1 276.82		IVAL	GA +	KAMMIES	15	WAVAREN STREET
15460039	1 504.55		IVAL	A A	DE KOKER EN S M	33	HAHN STREET
15620116	984.19		IVAL	AO+SF	LEITH	2A	HAHN STREET
23496006	1 758.55		IVAL	M+HJ	SAMUELS	30	LINDIDA DRIVE
10139633	1 675.76		IVAL	SD	THERON	52	JUFFERNBRUCH STREET
23100060	1 507.93		IVAL	R	PETELL	40	DAVY STREET
23590210	964.68	19 693.98	IVAL	R+EJ	JANSEN	83	DAVY STREET
481190067	1 877.10		IVAL	SW	LANGEVELD EN ANDER	21	MAROELA STREET
23581102	3 912.94		IVAL	J	JOHANNES	12	WAVAREN STREET
21160006	3 058.09		IVAL	REG	PHILIP REGINALD POOLE TRUST	111	HELSHOOGTE WAY
20080004	2 327.86		IVAL	J E	PRESENCE	16	LINDLEY STREET
16070040	4 238.92		IVAL	GO	ADAMS	12	MOFFAT STREET
10206472	3 926.90	0.00	IVAL	LM	TIMMIE	64	PACKHAM STREET
10233263	4 617.95		IVAL	BPH	DOWNES	56	DAHLIA STREET
10010732	6 567.29		IVAL	W	DE VOS	51	JUFFERNBRUCH STREET
481230008	4 207.47		IVAL	J	JOSEPHS	13	MAROELA STREET
10299160	6 835.07		IVAL	CSR	RHODA	23	LECLERC STREET
20770035	2 065.64	6 478.67	IVAL	S	DANIELS	11	JOHNSON STREET
16540017	10 475.76		IVAL	D	HARTZENBERG	7	DAHLIA STREET
10162303	12 726.52		IVAL	MT	KARA	66	LUCKHOFF STREET
11670016	15 996.53		IVAL	NF+CM	VAN GRAAN	18	RUSTENBURG WAY
22630045	19 340.07		IVAL	IV+JM	KAMPHER	1	JORDAAN STREET
10070011	19 357.23		IVAL	DJ	ADAMS	1	SONNEBLOEM STREET
10166273	17 099.00		IVAL	R	ACHMAT	16	DAHLIA STREET
10252686	15 408.96		IVAL	A	ADAMS	53	LUCKHOFF STREET
23403648	20 879.54		IVAL	H	WENTZEL	57	DAVY STREET
10200421	5 487.65		IVAL	AJG	JEGELS	40	SUURBESSIE STREET
10662683	28 046.59		IVAL	HE	BENTING		RUSTENBURG WAY
10312704	16 936.91		IVAL	M	JANUARIE	19	PACKHAM STREET
10229899	31 238.05		IVAL	RN	WILLEMSE	23	BAKKER STREET
23456000	76 147.70		IVAL	NS+GR	SLADE	33	LECLERC STREET
10511824	1 755.22		JDAL	DR	OLIVIER		JOHANNESDAL
706009048	2 170.44		JDAL	MA	OLIVER		JOHANNESDAL
706729399	1 625.63	40 789.13	JDAL	MS	MEYER		JOHANNESDAL
706009653	3 248.95		JDAL	AM	PARKS		JOHANNESDAL

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10732690	13 789.29		JDAL		ESTATE LATE AC MENTOOR + MH MENTOOR		HILLSIDESTRAAT
706722536	60 663.99		JDAL	JJ	MEYER	15	LUMLEY AVENUE
10829262	252.55		JTOWN	D	DIRKS		BERGRAAFPLAAS JAMESTOWN
10829884	727.05		JTOWN	AM	VISSER		BERGRAAFPLAAS JAMESTOWN
10830468	717.61		JTOWN	A	CYSTER		BERGRAAFPLAAS JAMESTOWN
10830482	898.14		JTOWN	C+S	HARTZENBERG		BERGRAAFPLAAS JAMESTOWN
10836907	198.48		JTOWN	H	KOOPMAN		BERGRAAFPLAAS JAMESTOWN
10836880	3.32		JTOWN	E	PHILLIPS		BERGRAAFPLAAS JAMESTOWN
10830561	1 422.75		JTOWN	SD+D	NQOJI	1131	BERGRAAFPLAAS JAMESTOWN
10830444	734.69		JTOWN	L	MATHYSE		BERGRAAFPLAAS JAMESTOWN
10829901	710.47		JTOWN	K+B	JOOSTE		BERGRAAFPLAAS JAMESTOWN
10829523	1 523.12		JTOWN	L	WILLIAMS		BERGRAAFPLAAS JAMESTOWN
10830509	1 590.25		JTOWN	LD	BAILEY		BERGRAAFPLAAS JAMESTOWN
10829822	1 001.04		JTOWN	N	POMMER		BERGRAAFPLAAS JAMESTOWN
10838064	711.39		JTOWN	J	SMITH		BERGRAAFPLAAS JAMESTOWN
10830365	1 127.70		JTOWN	M	KIEWIEDO		BERGRAAFPLAAS JAMESTOWN
10830437	1 112.32		JTOWN	MM+L	SCHROEDER		BERGRAAFPLAAS JAMESTOWN
10829451	881.55		JTOWN	W	SWARTS		BERGRAAFPLAAS JAMESTOWN
10830406	1 387.42		JTOWN	JC+M	HENDRICKS		BERGRAAFPLAAS JAMESTOWN
700746121	721.01		JTOWN	R	POOL	31	OSTARA AVENUE
10830145	1 143.62		JTOWN	WE	PAULSE		BERGRAAFPLAAS JAMESTOWN
10830255	1 638.20		JTOWN	H	ADONIS		BERGRAAFPLAAS JAMESTOWN
10830523	1 641.99		JTOWN	P+R	ABRAHAMS	1126	BERGRAAFPLAAS JAMESTOWN
10829509	2 331.22		JTOWN	J	DREYER		BERGRAAFPLAAS JAMESTOWN
700720354	2 675.79		JTOWN	KB	WENN	26	WHITE HEART STREET
10177675	3 357.22		JTOWN	LJ	ADAMS	16	EARLIBELL CRESCENT
10188462	3 305.39		JTOWN	RG	DANIELS & JOOSTE	4	TIOBELLE CRESCENT
700413010	2 914.82		JTOWN	HG	HENDRICKS	14	TAYEE STREET
700412992	3 574.63		JTOWN	CGD	VERMEULEN	42	WHITE HEART STREET
10649101	5 251.73		JTOWN	ID	BERGSTEDT	69	WEBERSVALLEY ROAD
700353772	5 314.53		JTOWN	C	APOLLIS	13	RORINE STREET
700272428	8 519.85		JTOWN	RF	AFRICA	89	WEBERSVALLEY ROAD
10414040	4 033.25		JTOWN	KM	FARO		WEBERSVALLEY ROAD
700113277	9 762.76		JTOWN	AP	MEYER (JNR)	55	WEBERSVALLEY ROAD
700276295	108 707.26		JTOWN	G	OLIVIER & ID	10	WHITE HEART STREET
10667839	-	7 247.62	KMAND	NP	MFINGWANA		WATERGANG
10179251	-	20 681.43	KMAND	N	MAHALA	1885	SNAKE VALLEY
600304009	-	4 832.00	KMAND	EA	GAWIE	1216	BASSIE STREET
10804946	-	985.53	KMAND	TC	MENZE		WATERGANG
600340056	-	697.27	KMAND	NE	MKONTWANA	770	5TH AVENUE
10541711	-	7 087.88	KMAND	NP	TYATYEKA	724	BASSIE STREET
10115239	-	54 490.12	KMAND	TH	MODIBEDI		13TH STREET
620001973	-	1 440.57	KMAND	N	LASETYANA	56	SESIXHENXE STREET
10805064	-	2 519.42	KMAND	NB	DINABANTU		WATERGANG
10804960	-	1 435.44	KMAND	NB	MABUKA		WATERGANG
10818891	-	1 169.47	KMAND	M	NDOSHI		WATERGANG
10726372	-	7 218.46	KMAND	L	VAN DER MERWE		13TH STREET
10818970	-	822.76	KMAND	ML+NZ	SOGAYISE		WATERGANG
10407965	-	3 444.00	KMAND	N	MPAMBANI	2895	WATERGANG
620002613	-	1 459.99	KMAND	MN	ZIGANA	61	SOLUQALA STREET
10418477	-	2 416.89	KMAND	G	MDIBANISO	2783	WATERGANG
10292558	-	5 593.12	KMAND	PZ+C	SALAZE	37	FOREST LANE
600111001	-	1 756.53	KMAND	BW	SOBUTYU	462	MGABADELI STREET
10178597	-	1 197.43	KMAND	B+N	MBHONGWANA	1850	SNAKE VALLEY
10818640	-	1 096.43	KMAND	N	MHLUNGWINI		WATERGANG
10808957	-	637.64	KMAND	ML	KLAAS		WATERGANG
10819115	0.01		KMAND	NT	MAFUTHA		WATERGANG
10819043	0.01		KMAND	S	FIKILE		WATERGANG
600142009	4.44		KMAND	AA	MGOQI	725	BASSIE STREET
600342010	20.76	1 596.47	KMAND	XJ	NGUBO	1231	VINEYARD STREET
10285174	-	957.84	KMAND	T	BELEBESI	4	RED BRICK
10808823	30.00	284.25	KMAND	M	NDALANI		WATERGANG
10181094	30.00	83.34	KMAND	N	MAGADANA	1917	SNAKE VALLEY
10179110	30.25		KMAND	NF	THEMESE	1872	SNAKE VALLEY
10808940	34.59	423.98	KMAND	M	MHLABA		WATERGANG
10285655	34.79	852.66	KMAND	NM	MBASANA	50	RED BRICK
600132000	35.00	660.30	KMAND	D	MABUTYANA	104	LUYOLO STREET
10181331	11.83		KMAND	M	SUSANI	1949	SNAKE VALLEY
620002149	46.36	22 599.81	KMAND	A	MDLETYE	30	SESIXHENXE STREET
10332991	3.70		KMAND	Z	PITSHA	5	SIJENTU GLOSE

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10427516	49.26	864.68	KMAND	T	MEJI	2498	WATERGANG
10804939	49.98	252.63	KMAND	N	JAM-JAM		WATERGANG
10106138	49.99	136.44	KMAND	T	MOKOENA		13TH STREET
600301501	50.00	2 549.77	KMAND	ZC	NOMBAKUSE	1264	RETREAT ROAD
10808964	50.00	1 027.08	KMAND	T	PHULULASHE		WATERGANG
10285521	50.00	761.83	KMAND	ZI	MDALA	18	RED BRICK
10056679	50.00	722.11	KMAND	L+NC	MOSIBUNGE	15	7 TH AVENUE
10218071	50.38	1 038.70	KMAND	NC	BUSAKWE	174	MAISONETTE
10044805	50.00	1 681.97	KMAND	NG	MANDELA	1269	FOREST DRIVE
10184217	51.54	2 369.67	KMAND	NM	MAVANDA	297	SIJENTU GLOSE
10181290	6.00		KMAND	M	SEKHAMANE	1944	SNAKE VALLEY
10181221	29.33		KMAND	N	NDUDE	1932	SNAKE VALLEY
620002060	59.00	1 509.14	KMAND	M	FININI	43	SOLUQALA STREET
600098003	46.02		KMAND	NI	NGONYAMA	356	MGABADELI STREET
10333387	60.00	1 013.03	KMAND	NV	MANGETHE	13	MPELAZWE
10333143	63.00	2 566.11	KMAND	MG	THOM	44	MPELAZWE
10805600	64.79		KMAND	N	MBOBI		WATERGANG
10667956	2.99		KMAND	TC	DYUBELE		WATERGANG
10843635	40.00	2 459.82	KMAND	Z	GALADLA	2880	WATERGANG
10407336	27.56		KMAND	NC	SICWEBU	2861	WATERGANG
10218356	6.61		KMAND	RM	JACOBS	85	MAISONETTE
10418879	13.78		KMAND	NC	NDZENGU	2848	WATERGANG
10611759	2.69		KMAND	LS	KUFA + NS NDZAMELA	2739	WATERGANG
10614776	80.00	24 905.63	KMAND	BV	MRALI	D137	MONDE CRESCENT
10065880	80.00	2 458.83	KMAND	KT	MABONGO	855	BASSIE STREET
620002620	13.18		KMAND	NW	ZOYO	59	SOLUQALA STREET
600090005	65.74		KMAND	M	NTONI	409	MGABADELI STREET
10219601	12.61		KMAND	MM	STURMAN	65	MAISONETTE
10489938	13.09		KMAND	N	SOGAYISE	2679	WATERGANG
600600381	18.15		KMAND	FB	TOBO	348	MGABADELI STREET
10611876	22.21		KMAND	SP+N	TSHAYA		WATERGANG
600158107	22.92		KMAND	M	MAKOMAZI	766	LANG STREET
10176045	56.10		KMAND	MA	NTSATA	661	8 TH AVENUE
10178353	69.41	236.00	KMAND	K	VAVA	1170	FOREST LANE
10426883	20.05		KMAND	T	NJUNJULU	2923	WATERGANG
10669817	31.46		KMAND	VN	MASHOBA		WATERGANG
10610758	10.34		KMAND	Z+Y	MHLONTLO	2447	WATERGANG
10610583	2.41		KMAND	T	SIGUQA	2447	WATERGANG
10436837	22.84		KMAND	L	PHANTSI	2559	WATERGANG
10805394	27.56		KMAND	D	MOTSHOKOVU		WATERGANG
620000721	99.91	9 521.59	KMAND	TE	QUNTA	17	SESIHLANU STREET
10105845	99.93	13 807.82	KMAND	SD	MABUMBULU		13TH STREET
600301745	99.95	942.48	KMAND	RM	MAKUPULA	28	13TH STREET
10667523	100.00	12 734.41	KMAND	MA	MACHAYA		WATERGANG
620000240	100.00	12 225.37	KMAND		ESTATE LATE FRANCIS JACOBS	32	SESIHATHU STREET
620000147	100.00	3 827.40	KMAND	Y	TYHULU	26	SESINE STREET
10804977	100.00	492.09	KMAND	N	MAGAQANA		WATERGANG
10805514	100.12	496.07	KMAND	NF	SOXUZA		WATERGANG
10436284	37.87		KMAND	TA	NODADA	2777	WATERGANG
620000312	56.93		KMAND	S	SEPHULA	18	SESIHATHU STREET
10285507	46.06		KMAND	LH	SETONA	19	RED BRICK
10178573	36.91		KMAND	NS	XHAYIMPI	1848	SNAKE VALLEY
10814842	109.54		KMAND	NV	NONGADLELA		WATERGANG
10436978	32.11		KMAND	ZM +	MBOLA	2812	WATERGANG
10250938	112.34		KMAND	MG	BUSO	691	7 TH AVENUE
600036007	100.00	33 097.20	KMAND	SS+SR	LUPHALULE	56	CEDILE STREET
10436277	59.42		KMAND	A	NOFEMELE	2776	WATERGANG
10611807	119.70		KMAND	M	STWAYI+N NJEZU		WATERGANG
600094009	64.30		KMAND	D	MADZIKANE	413	MGABADELI STREET
10056631	80.28		KMAND	NE	MANGENA	41	6TH AVENUE
10109131	99.71	2 918.31	KMAND	SP	MPEMNYAMA	D145	MONDE CRESCENT
10333019	139.92	7 740.59	KMAND	A	FRANS	5	SIJENTU GLOSE
10219498	30.16		KMAND	N	SIHOYI	13	MAISONETTE
10179086	36.64		KMAND	T+PL	TSHANTANI	1871	SNAKE VALLEY
10418721	59.27		KMAND	NN	KHOHLAKALA	2807	WATERGANG
10333026	78.63		KMAND	J	MABOZA	34	MPELAZWE
10427509	73.36		KMAND	NP	GABA	2497	WATERGANG
600336156	100.41	742.52	KMAND	NL	MKATI	751	BASSIE STREET
10179244	149.99	5 732.10	KMAND	WE+NP	GWATYU	1884	SNAKE VALLEY
10333088	90.88		KMAND	X	NAKU	40	MPELAZWE

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10218208	93.06		KMAND	D	GAMGAM	70	MAISONETTE
10219096	66.51		KMAND	K	NOBHOMA	48	MAISONETTE
10436356	150.00	2 964.01	KMAND	L	MHLAKAZA	2637	WATERGANG
10611388	51.87		KMAND	CG+NV	NYAKOMBI		WATERGANG
10218215	151.17	6 318.04	KMAND	T	GANTILE	71	MAISONETTE
10436923	67.87		KMAND	P	TETYANA	2568	WATERGANG
10180969	13.53		KMAND	N	DAYENI	1904	SNAKE VALLEY
10805624	101.83		KMAND	NE	MFUNISELWA		WATERGANG
10283275	104.53		KMAND	N	ZIBAYA	23	CHRIS HANI
10144273	99.77		KMAND	S	NOMBAKUSE	49	LUYOLO STREET
620001296	135.10	451.54	KMAND	M	MAKAMOLE	20	SESIBINI STREET
10418587	109.71		KMAND	MN	NKUME	2792	WATERGANG
10056507	171.53		KMAND	A	WONXIE	29	6TH AVENUE
10667303	102.60		KMAND	KJ	MBAXA		WATERGANG
10285026	102.77		KMAND	L	QUSHEKA	34	CHRIS HANI
10178456	121.29		KMAND	M+N	DEMESHA	1836	SNAKE VALLEY
10805363	118.50		KMAND	NS	NGQOBONGWANA		WATERGANG
620001595	102.09		KMAND	SR	NDUDULA	30	SOLUQALA STREET
10668225	91.46		KMAND	V	MATO		WATERGANG
620000013	126.29		KMAND	AA	MATIWANA	4	SOLUQALA STREET
620002682	182.31		KMAND	VN	BOOI	6	SESITHOBA STREET
10818626	116.10		KMAND	M	MBAMBALALA		WATERGANG
10418549	47.89		KMAND	N	MAKHAMBA	2789	WATERGANG
					PONGOMA + N		
10611412	54.63		KMAND	X	MCASANA		WATERGANG
10667231	150.38	369.23	KMAND	S	SIPALA		WATERGANG
10067253	102.10		KMAND	SS	TINA	29	8 TH AVENUE
10611890	24.10		KMAND	N+MJ	MGADI		WATERGANG
600096001	60.86		KMAND	A	NVANA	415	MGABADELI STREET
10804908	200.76	147.42	KMAND	T	MASOKA		WATERGANG
10426814	64.69		KMAND	N	MRWEBI	2907	WATERGANG
10181496	167.11	368.47	KMAND	Z	MATWA	1966	SNAKE VALLEY
10488449	135.71		KMAND	AV+L	SISLANE	2550	WATERGANG
620001588	193.03		KMAND	NC	NGWEXANA	28	SOLUQALA STREET
10285600	108.64		KMAND	T	TUNYANA	45	RED BRICK
600600068	111.75		KMAND	C+GC	HENDRICKS	791	5TH AVENUE
10333734	116.73		KMAND	P	MAPOMA	2385	MJANDANA STREET
10668153	67.80		KMAND	M	MEZINA		WATERGANG
10178676	1.78		KMAND	M	MTINTELWA	1858	SNAKE VALLEY
10667664	114.13		KMAND	SJ	BOSI		WATERGANG
10427437	88.28		KMAND	N	MBILI	2491	WATERGANG
10218978	148.86		KMAND	M	MREDLANA	130	MAISONETTE
620002211	200.78	2 537.66	KMAND	M	NOMFUNENKO	16	SESIXHENXE STREET
10668191	106.98		KMAND	MH	MNARI		WATERGANG
10333174	132.98		KMAND	Z	NKUPANE	46	MPELAZWE
10333033	135.95		KMAND	J	MOKOENA	35	MPELAZWE
10067246	98.94	25 087.77	KMAND	NC	MBULALWA	24	8 TH AVENUE
10200108	43.58		KMAND	Z	NLANGALAVU	1890	SNAKE VALLEY
10610576	127.55		KMAND	MG	NTANJANA	2447	WATERGANG
10610569	125.76		KMAND	LM+TP	SIKADE	2447	WATERGANG
10610741	108.87		KMAND	X	JOBE	2447	WATERGANG
620002785	141.69		KMAND	B	FANAPHI	5	SESHUMI CLOSE
10418910	31.92		KMAND	NS	TYUTYUZA	2852	WATERGANG
600025571	190.11		KMAND	TP	MENZI	1185	14TH CLOSE
10667688	67.96		KMAND	N	TSHOTWANA		WATERGANG
10407549	173.32		KMAND	N	MADOLO	2875	WATERGANG
600301831	222.21		KMAND	J	MLONYENI	32A	13TH STREET
10218703	146.93		KMAND	M	MBALISO	121	MAISONETTE
10805325	192.63		KMAND	TA	MBALI		WATERGANG
10808885	255.71		KMAND	MD	MBALI		WATERGANG
10667633	64.74		KMAND	MA	ZEKANI		WATERGANG
10805466	194.64		KMAND	B	LIWANI		WATERGANG
10113615	130.16		KMAND	M	JAARS		13TH STREET
10284977	128.76		KMAND	ZW	NOTHOKO	35	CHRIS HANI
10427145	196.06		KMAND	M	NKUZO	2664	WATERGANG
10218112	232.96		KMAND	V	MAKHASI	62	MAISONETTE
10179220	259.52		KMAND	N	FANGASI	1882	SNAKE VALLEY
10284960	252.83		KMAND	M A	NCHAKHA	48	CHRIS HANI
10805404	253.67		KMAND	A	RHUBUSHE		WATERGANG
10818815	307.31		KMAND	P	MWALATA		WATERGANG
10179309	175.98		KMAND	J	QOLO + J WILLIAMS	1891	SNAKE VALLEY
10436961	90.20		KMAND	N	MKWENKWE	2811	WATERGANG

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10333569	167.24		KMAND	V	MAYEMBANA	22	MPELAZWE
10427901	129.38		KMAND	M+NC	MDLETYE	2954	WATERGANG
10818987	335.41		KMAND	A	TETYANA		WATERGANG
10418707	224.82		KMAND	N	NKALITSHANA	2805	WATERGANG
10427561	234.54		KMAND	SJ	KHUPHISO	2503	WATERGANG
620001337	143.03	75.27	KMAND	MX	KUSE	12	SESIBINI STREET
10436617	130.51		KMAND	TJ	JACK	2464	WATERGANG
600035491	80.63		KMAND	DD	PHANGO	911	VINEYARD STREET
620002101	289.11		KMAND	RS	MATHONTSI	38	SESIXHENXE STREET
10611508	117.48		KMAND	B	DINO		WATERGANG
10181173	343.85		KMAND	M	MBALISO	1926	SNAKE VALLEY
620001698	127.08		KMAND	MM	KHATI	11	SESIBINI STREET
10667530	317.99		KMAND	B	NTSUKUMBINI		WATERGANG
10106846	64.31	1 288.86	KMAND	MB	GUNUZA		13TH STREET
620001461	124.25		KMAND	NM	RENENE	15	SESITHATHU STREET
10437168	12.29		KMAND	NP	MARUBELELE	2841	WATERGANG
600087003	127.63		KMAND	GB+NB	GXULUWE	406	MGABADELI STREET
10056655	384.50		KMAND	M	GALADLA	13	7 TH AVENUE
10496099	318.61		KMAND	A+NR	KRISH	2521	WATERGANG
10283196	303.36		KMAND	A	PHONGOLO	16	CHRIS HANI
10611986	298.26		KMAND	MJ	FATYELA		WATERGANG
10407934	238.42		KMAND	M	THORELA	2892	WATERGANG
620001485	309.51		KMAND	M	SAJINI	19	SESITHATHU STREET
10333239	341.24		KMAND	F	MQHUKUSE	52	MPELAZWE
10218301	211.25		KMAND	J	HANSEN	99	MAISONETTE
620002118	323.39		KMAND	S	MAKUPULA	36	SESIXHENXE STREET
10106815	13.60		KMAND	S	SITHOLE		13TH STREET
10333277	342.14	7 291.29	KMAND	L	HOLOMO	2	MPELAZWE
600197009	24.44		KMAND	A	LUPONDO	8	MENGO STREET
10808902	437.25		KMAND	M	KULATI		WATERGANG
10496051	376.58		KMAND	M	SONJICA	2517	WATERGANG
10808892	447.09		KMAND	IJ	MATHIBELI		WATERGANG
10667970	332.69		KMAND	ZR	CAKANA		WATERGANG
620002390	23.80		KMAND	T	MKUMBUZI	13	SESIXHENXE STREET
620001052	336.38		KMAND	D+NL	MKHONTWANA	12	SESIBHOZO CLOSE
10427925	382.83		KMAND	EL	MBAMBALALA	2956	WATERGANG
10181506	299.55		KMAND	S	NGAMLANA	1967	SNAKE VALLEY
10436332	129.99		KMAND	Z+NM	QWAKA	2688	WATERGANG
					TOTSHOLO + N		
10181355	87.70		KMAND	X	MNGUNI	1951	SNAKE VALLEY
10219357	403.88		KMAND	B	NQANDISA	26	MAISONETTE
10427420	408.24		KMAND	V	XABENDLINI	2490	WATERGANG
620001746	130.79		KMAND	NR	GCOLOTELA	21	SESIBINI STREET
10611735	340.80		KMAND	PJ	MTINTSILANA	2737	WATERGANG
10285002	25.64		KMAND	EN	NZUZO	44	CHRIS HANI
10805356	-	1 465.81	KMAND	TP	SEPUHLE		WATERGANG
10667327	208.99		KMAND	NB	MBUCELA		WATERGANG
10610552	80.52		KMAND	F	NKOMPHELA	2447	WATERGANG
10612145	277.92		KMAND	M	NDZUNGA		WATERGANG
600336008	432.67		KMAND	Z	DODWANA	749	BASSIE STREET
10818925	480.16		KMAND	M+Z	ZIBUKO		WATERGANG
10218167	439.89		KMAND	N	DLEBENDE	68	MAISONETTE
10805284	450.00		KMAND	M	NONGADLELA		WATERGANG
10805181	456.05		KMAND	NA	MPHITI		WATERGANG
10056624	509.62		KMAND	MV	MANGENA	38	6TH AVENUE
10667310	203.61		KMAND	M	MAYEKI		WATERGANG
10180921	455.96		KMAND	D+NP	THENGAMANDLA	1899	SNAKE VALLEY
620002668	203.82		KMAND	VB	APRIL	2	SESITHOBA STREET
10818808	557.16		KMAND	TA	MAKOETLANE		WATERGANG
					NDZIPO + V		
10610899	252.81		KMAND	K	RAMNCWANA		WATERGANG
10818509	572.34		KMAND	T	MATINISE		WATERGANG
10106279	167.89		KMAND	NV	GODZANA		13TH STREET
10436875	509.49		KMAND	N	MAFESTILE	2563	WATERGANG
10667987	57.91		KMAND	CP	NKOSI		WATERGANG
10218868	470.81		KMAND	ZB	MINANA	128	MAISONETTE
620000075	109.30	1 713.90	KMAND	NM	MAKGETHA	40	SESINE STREET
10080742	609.14		KMAND	NNL	KHWEYIYA	9	7 TH AVENUE
10814880	612.94		KMAND	MM	HLAHATSI		WATERGANG
10427248	156.02		KMAND	S	MAPASA	2670	WATERGANG
10437096	520.67		KMAND	NF	MANTASHE	2835	WATERGANG
10106561	228.90		KMAND	LNN	MTSHAGI		13TH STREET



Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10179206	581.17		KMAND	BN	DEBEZA	1880	SNAKE VALLEY
620002008	503.13		KMAND	NC	MADOPE	50	SESIXHENXE STREET
10333071	306.51		KMAND	A	DU PREE	39	MPELAZWE
10667578	112.86		KMAND	N	DUBULA+PN VANGA		WATERGANG
10667547	437.03		KMAND	N	MBIZA		WATERGANG
620001966	438.15		KMAND	DK	MAKASI	55	SOLUQALA STREET
10436590	306.56		KMAND	SB	GXUMISA	2462	WATERGANG
10427712	402.68		KMAND	M	GALELA	2971	WATERGANG
10667750	163.70	1 790.04	KMAND	N	NOBUNTU		WATERGANG
10218497	628.57		KMAND	N	LOLIWE	105	MAISONETTE
10190920	503.94		KMAND	T	SOPILI	464	MGABADELI STREET
10107311	286.86		KMAND	EM	NZALA		13TH STREET
10805277	630.61		KMAND	D	SHINTA		WATERGANG
10219364	442.88		KMAND	FV	PANTSI	25	MAISONETTE
10819490	715.77		KMAND	ZR	NDALASI		WATERGANG
10107270	279.20		KMAND	SN	NGXAKENI		13TH STREET
10819036	92.66		KMAND	N	MFUBESI		WATERGANG
10427781	655.09		KMAND	J	KOMPI + TI DYAKOPU + M GXABELA	2979	WATERGANG
620001959	425.60	2 769.96	KMAND	NM+PN	KOM	53	SOLUQALA STREET
10818671	724.08		KMAND	S	NGQONGISO		WATERGANG
10105670	121.85	2 901.36	KMAND	M	SINYALASI		13TH STREET
10418460	550.17		KMAND	L	JEJANI	2782	WATERGANG
10181063	369.94		KMAND	S+N	LANTSUN TSA	1914	SNAKE VALLEY
10818918	181.05		KMAND	B	PANDUVA		WATERGANG
600079006	551.08		KMAND	B	MAKHASI	110	NOLALI STREET
10178724	350.38		KMAND	EF+NT	NGXISHE	1863	SNAKE VALLEY
10333741	677.63		KMAND	N	TOYI	2383	MJANDANA STREET
10804898	788.42		KMAND	M	MOLETSANE		WATERGANG
600049009	628.82		KMAND	MS	TOLOBISA	315	NTSHANGA CLOSE
620001210	470.17		KMAND	M	NKOPANE	19	SESINE STREET
600154000	525.79		KMAND	WN	MANGENA	786	5TH AVENUE
10818901	129.51		KMAND	N	MATHO		WATERGANG
10181207	413.99		KMAND	MP+P	MPOKELA	1929	SNAKE VALLEY
10218923	144.54		KMAND	VN	MOOI	149	MAISONETTE
10427231	440.44		KMAND	TE	SIGUQA	2669	WATERGANG
10611106	537.57		KMAND	G	THWALINGCA		WATERGANG
10805583	838.95		KMAND	SG	BIXA		WATERGANG
10805208	844.69		KMAND	MP	MBAMBALALA		WATERGANG
10407752	747.18		KMAND	S	MATUWANI	2886	WATERGANG
10679342	-	2 579.17	KMAND	T+NB	BADUZA		WATERGANG
10427808	610.68		KMAND	N	MNDWETYWA	2980	WATERGANG
10022836	794.12		KMAND	AT	MGIJIMA	1199	VINEYARD STREET
10667217	760.14		KMAND	N	MPOZA		WATERGANG
600336101	694.13		KMAND	NN	DAMANE	750	BASSIE STREET
600227003	457.08		KMAND	NR	MHLUTWA	5	SWARTBOOI STREET
10667406	651.10		KMAND	NP	NDYULO		WATERGANG
10427774	610.18		KMAND	N+K	BOYCE+NTOZINI	2978	WATERGANG
10218370	536.19		KMAND	DN	JANUARY	94	MAISONETTE
10808861	947.70		KMAND	S	KWEYIYA		WATERGANG
10819029	425.12		KMAND	SL	TOM		WATERGANG
10418886	157.48		KMAND	M	GONIWE	2849	WATERGANG
10065952	766.11	1 539.94	KMAND	ME	MONAHENG	1204	VINEYARD STREET
10667767	318.35		KMAND	M	MTIRARA		WATERGANG
10178638	625.59		KMAND	N	DEBESE	1854	SNAKE VALLEY
10808988	1 004.61		KMAND	NC	RAMNCWANA		WATERGANG
10611539	571.86		KMAND	NN	GWELE		WATERGANG
10814835	210.33		KMAND	N	DYANTYI		WATERGANG
10805370	959.04		KMAND	N	MOYO		WATERGANG
10218806	469.78		KMAND	HM	MEMELA	126	MAISONETTE
10805473	974.60		KMAND	N	LUNGISA		WATERGANG
10292644	378.22		KMAND	A+N	VUMAZONKE	4	10TH STREET
10426869	1 022.20		KMAND	ZR	BUSAKWE	2919	WATERGANG
620002541	931.49		KMAND	W	WITBOOI	9	SESIXHENXE STREET
10805631	1 038.96		KMAND	Z	MAPHETSHANA		WATERGANG
10667640	699.79		KMAND	F	DYOSI		WATERGANG
10426670	93.82		KMAND	M+N	DYANI	2709	WATERGANG
10818695	1 123.09		KMAND	LP	MAKUPULA		WATERGANG
10066070	744.30		KMAND	GN	MASIZA	940	10TH STREET
10285349	467.25		KMAND	N	XEGWANA	32	RED BRICK
10418745	910.55		KMAND	ZM	ZAZELA	2819	WATERGANG
10285222	417.70		KMAND	MG	GUSHA	27	RED BRICK

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
600032003	879.76		KMAND	E	VOKWANA	52	CEDILE STREET
10071043	218.44		KMAND	VW	NDWALAZA	7	7 TH AVENUE
10283299	-	10 501.80	KMAND	M	VAN WYK	12	CHRIS HANI
10333260	1 048.18		KMAND	A	SWARTZ	1	MPELAZWE
10808854	1 208.93		KMAND	NE	VALELA		WATERGANG
10437010	962.50		KMAND	M+NE	TSHEZI	2816	WATERGANG
10219412	830.99		KMAND	NS	SAHLOLO	75	MAISONETTE
620001904	358.79		KMAND	M	GXILISHE	20	SESIHLANU STREET
10146251	782.33		KMAND	MB	MOAHLUDI		13TH STREET
10809013	1 291.19		KMAND	NP	SETI		WATERGANG
620002125	1 204.25		KMAND	KJ	MAYEMBANA	34	SESIXHENXE STREET
10805590	1 232.28		KMAND	DG	ZINTO		WATERGANG
10805239	1 038.23		KMAND	MC	MDA		WATERGANG
10816071	1 333.97		KMAND	MU	MDLANZEKA		WATERGANG
10065914	1 143.55		KMAND	QS	MKALIPI	761	LANG STREET
10611591	974.40		KMAND	L	LURWAYI		WATERGANG
10496226	317.90		KMAND	L	MRALI	2541	WATERGANG
10179196	1 032.41		KMAND	N	DEBESE	1879	SNAKE VALLEY
10176052	828.76		KMAND	ST+N	BAMGISO	663	8 TH AVENUE
10105993	53.17		KMAND	TJ	WHITES		13TH STREET
10803330	1 287.22		KMAND	KG	NLONI		WATERGANG
10218693	1 326.66		KMAND	N	MBALI	83	MAISONETTE
620001928	1 392.41		KMAND	C	JACA	16	SESIHLANU STREET
10180914	1 191.22		KMAND	A	TAITAI	1898	SNAKE VALLEY
620000776	884.20		KMAND	MO	DISHI	27	SESIHLANU STREET
10818619	404.01		KMAND	R	SAKELA		WATERGANG
10426876	747.59		KMAND	W	MANTSITHI	2921	WATERGANG
10285208	1 417.60		KMAND	NE	MNENGISA	5	RED BRICK
620001722	833.28		KMAND	K	MOTSANA	17	SESIBINI STREET
600600336	575.35		KMAND	Z	MBASANE	338	MGABADELI STREET
600209007	1 258.73		KMAND	D	MAZWANA	51	MASITHANDANE STREET
10101401	1 198.87		KMAND	AL	MASHIYA	851	BASSIE STREET
10219773	1 484.40		KMAND	V	MNQWAZI	145	MAISONETTE
620001148	1 058.58		KMAND	TX	BOLTINA	7	SESIBHOZO CLOSE
10333624	1 140.11		KMAND	K	CHUNGWA	28	MPELAZWE
10808971	1 594.26		KMAND	L	SIWAPI		WATERGANG
10106633	1 285.30		KMAND	N	MANJIYA		13TH STREET
10105759	1 135.06		KMAND	M	MHLOLA		13TH STREET
620000257	1 451.67		KMAND	D	KEWANA	30	SESITHATHU STREET
10228142	1 396.66		KMAND	A	HERWEL	100	MAISONETTE
10426845	735.53		KMAND	N	SIDUBU + M NKETHE	2916	WATERGANG
10333325	1 361.12		KMAND	T	MAKHUPULA		MPELAZWE
10808995	1 557.06		KMAND	NS	VETVOET		WATERGANG
620002637	182.84		KMAND	TP	ZUMANA	83	SOLUQALA STREET
620001935	1 448.61		KMAND	BM	DINGILE	49	SOLUQALA STREET
10179158	219.66		KMAND	ML+NM	YENI	1875	SNAKE VALLEY
10106949	1 328.62		KMAND	B	GXABA		13TH STREET
10107294	896.23		KMAND	N	MABINZA		13TH STREET
10427846	711.53		KMAND	NNF	MTINTELWA-MTIYA	2964	WATERGANG
10215535	1 361.12		KMAND	TE	FUYO		13TH STREET
620000862	905.58		KMAND	DA	MASIZA	50	SOLUQALA STREET
600244008	95.59	6 100.89	KMAND	TO	MPENNYAMA	D124	MONDE CRESCENT
10107366	1 428.36		KMAND	P	BIKISHA		13TH STREET
10418989	1 746.02		KMAND	N	DWAZA	2902	WATERGANG
10114458	1 514.75		KMAND	ND	VAZI		13TH STREET
600184007	1 475.74		KMAND	NA	THAPOKA	2	LAMLA STREET
600003007	1 650.34		KMAND	PE	TYEKU	58	MASITHANDANE STREET
620002448	1 814.19		KMAND	M	QUTHU	31	SESIXHENXE STREET
10107483	1 631.12		KMAND	S	BIDLI		13TH STREET
10106839	1 632.35		KMAND	Z	NOTSHOKOVU		13TH STREET
10108109	1 636.76		KMAND	N	TYATYEKA		13TH STREET
10114829	1 631.51		KMAND	H	VAN GRAAN		13TH STREET
10107964	1 640.94		KMAND	P	NDLEBE		13TH STREET
10805411	2 006.58		KMAND	NB	NTOYAKHE		WATERGANG
10115002	1 681.74		KMAND	P	WANE		13TH STREET
600204002	673.46		KMAND	EN	MBAMBO	37	MASITHANDANE STREET
10218813	296.07		KMAND	T	MFUNDA	59	MAISONETTE
10292534	972.31		KMAND	NG	MATOSE	25	FOREST LANE
10413245	1 711.42		KMAND	K	MALGAS		13TH STREET
10113275	1 712.49		KMAND	PS	MACOZOMA		13TH STREET
10113237	1 681.80		KMAND	MKA	NTOYAKNE		13TH STREET
620000020	1 343.67		KMAND	Z	MATINYANA	6	SOLUQALA STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10113354	1 739.78		KMAND	CP	SIBUQASHE		13TH STREET
600173007	1 758.83		KMAND	S	MASIZA	307	MAWETU STREET
10219450	2 114.42		KMAND	B	SIDULI	93	MAISONETTE
620001368	1 395.03		KMAND	GD+P	NKOPANE	6	SESIBINI STREET
10106932	1 804.00		KMAND	M	BUNU		13TH STREET
10427224	1 733.83		KMAND	YT	STUURMAN	2668	WATERGANG
600063001	1 667.02		KMAND	NH	SALIE	300	MAWETU STREET
10219120	1 473.38		KMAND	MP	SHALE	45	MAISONETTE
10804953	2 191.71		KMAND	T	NOHLAKA		WATERGANG
10219766	2 220.04		KMAND	AN	YAPI	172	MAISONETTE
10227653	1 761.20		KMAND	TL	DHLAMINI		13TH STREET
10179055	931.39	10 684.99	KMAND	SM+M	PAKO	1867	SNAKE VALLEY
10113361	1 910.60		KMAND	MB	MBUTI		13TH STREET
600102003	1 204.10		KMAND	A	PITSHA		INFORMELE GEBIEDE
620000123	1 903.91		KMAND	M	FAYO	30	SESINE STREET
10667042	600.40		KMAND	MM	GWASHENI		WATERGANG
10287183	1 922.98		KMAND	N	MPETA		13TH STREET
600023005	2 068.15		KMAND	E	LETSHWITE	71	LUYOLO STREET
10496161	1 133.38		KMAND	V	NONDIZA	2535	WATERGANG
10116292	1 983.15		KMAND	TB	SAFA		13TH STREET
620001791	1 554.14		KMAND	MN	FINGO	12	SESIHLANU STREET
10285318	2 310.60		KMAND	J	MAQHWARA	31	RED BRICK
10219546	1 909.81		KMAND	SA	SISHUBA	8	MAISONETTE
10667499	1 752.85		KMAND	WT	MDUTYANA		WATERGANG
10113378	1 929.65		KMAND	VT	MANGELE		13TH STREET
600007001	1 760.64		KMAND	D	MBOMBO	50	MASITHANDANE STREET
10285284	1 038.96		KMAND	V	KOWANE	22	RED BRICK
10106736	1 975.17		KMAND	M	HOMBANI		13TH STREET
600217004	2 098.73		KMAND	S	MAYEMBANA	16	SWARTBOOI STREET
10426632	1 295.41		KMAND	BS	MAQA		WATERGANG
10114403	2 018.92		KMAND	M	JINDELA		13TH STREET
					DEBESE + ZM		
10427750	1 778.96		KMAND	SM	NGONGOSHE	2975	WATERGANG
600178002	2 244.03		KMAND	YE	KESSE	14	LAMLA STREET
10496109	1 602.89		KMAND	M+E	NONZINGI	2522	WATERGANG
600183006	1 622.78		KMAND	SL	NDLEBE	4	LAMLA STREET
10106808	2 087.88		KMAND	B	GUBUDELA		13TH STREET
10044795	2 410.59		KMAND	NG	MTINI	1265	FOREST DRIVE
10106891	1 967.92		KMAND	L	MENZE		13TH STREET
620001234	2 548.46		KMAND	BM	MQOLOMBENI	7	SESINE STREET
10610318	2 210.00		KMAND	AN	SIDULI		13TH STREET
620000264	50.00	1 214.35	KMAND	MG	MOKOENA	28	SESIHATHU STREET
600057006	1 024.24		KMAND	GM	NTSHANGA	308	MAWETU STREET
10102691	2 428.83		KMAND	B	RUITERS	196	14TH CLOSE
10165519	2 107.98		KMAND	V	LUXANDE	913	LUYOLO STREET
10181135	2 481.67		KMAND	ZP	MALANLANGE	1921	SNAKE VALLEY
10116027	2 193.46		KMAND	N	MAGWACA		13TH STREET
10167621	2 184.77		KMAND	F	HENDRIKS		13TH STREET
10219175	1 951.55		KMAND	TH	NGWEDLA	95	MAISONETTE
10219326	2 695.08		KMAND	B	MZINGELWA	28	MAISONETTE
10105890	2 192.44		KMAND	Z	TOFILE		13TH STREET
10218576	2 808.86		KMAND	NI	MANCEGU	114	MAISONETTE
10181465	2 420.52		KMAND	P	SANGONI	1963	SNAKE VALLEY
10285569	2 491.33		KMAND	N	MTANGA	21	RED BRICK
10174397	2 203.02		KMAND	DV	WITBOOI		13TH STREET
10805222	2 911.04		KMAND	LP	SIKHUMBA		WATERGANG
10667743	2 734.28		KMAND	X	NYOBOLE		WATERGANG
600077004	2 010.17		KMAND	SM	MEMELA	16	MAWETU STREET
600121000	2 077.40		KMAND	E	NDWACAZA	468	MGABADELI STREET
10436741	2 993.94		KMAND	N	SETONG	2527	WATERGANG
10181049	2 418.55		KMAND	V+N	KAMLANA	1912	SNAKE VALLEY
600246000	1 309.83		KMAND	DW+NA	MTIYA	D126	MONDE CRESCENT
10333222	2 905.53		KMAND	Y	MBOMBO	51	MPELAZWE
620001540	3 183.37		KMAND	ZA	MBULAWA	20	SOLUQALA STREET
600080006	2 550.05		KMAND	TA+YM	MASOKANYE	109	NDZAWUMBI STREET
620002462	3 228.38		KMAND	LP	ALEXANDER	27	SESIXHENXE STREET
600189002	2 618.04		KMAND	MS	MRALI	9	MENGO STREET
600190002	2 280.72		KMAND	ZS	GXILISHE	11	MENGO STREET
600117007	1 747.55		KMAND	S	MAKOMAZI	472	MGABADELI STREET
600180003	1 649.58		KMAND	LN	KILI	10	LAMLA STREET
10427451	1 483.32		KMAND	Z	MNIKI	2493	WATERGANG
10218129	2 719.27		KMAND	Z	DAKA	175	MAISONETTE

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10422690	1 016.23		KMAND	T	SICWEBU	2484	WATERGANG
620002235	2 241.18		KMAND	N	NTSWANTI	12	SESIXHENXE STREET
600301068	2 342.94		KMAND	ZE	MAKALIMA	835	4TH AVENUE
600191003	2 903.72		KMAND	JS	MASOKANYE	13	MENGO STREET
10611694	2 405.25		KMAND	N+DM	KHATSANE		WATERGANG
10022795	1 304.71		KMAND	TP	MASANGWANA	852	BASSIE STREET
600237002	3 303.03		KMAND	NS	FINGO	94	MANYANO STREET
10333655	3 668.23		KMAND	N	GABA	31	MPELAZWE
600025203	1 675.29		KMAND	ZW	ROLA	787	5TH AVENUE
10332984	2 932.46		KMAND	LJ	TETYANA	5	SIJENTU GLOSE
10496202	3 203.51		KMAND	S	FUDUKILE	2539	WATERGANG
620002046	1 553.50		KMAND	X	ROLA	42	SESIXHENXE STREET
10371264	3 441.18		KMAND	TN	QEKELESHE		13TH STREET
10610600	3 689.55		KMAND	NG	KING	2447	WATERGANG
600051000	15.52	666.78	KMAND	ND	MDALA	22	NOLALI STREET
10114300	3 139.29		KMAND	T	SETONA		13TH STREET
10427877	3 135.71		KMAND	V	MTHANGA	2951	WATERGANG
10192991	3 421.51		KMAND	M	SALMANI	1894	SNAKE VALLEY
10319763	4 835.84		KMAND	IM	NODADA	825	BASSIE STREET
10372997	4 534.21		KMAND	A	SMITH		13TH STREET
10106657	4 582.72		KMAND	N	KRATSHANA		13TH STREET
10056497	4 292.48		KMAND	GD	FRANS	25	6TH AVENUE
10219003	5 135.97		KMAND	LN	MTONISWA	131	MAISONETTE
620001344	4 541.88		KMAND	M	MONA	10	SESIBINI STREET
10418776	5 237.88		KMAND	B	NGQUNGE	2822	WATERGANG
10698930	13 074.30		KMUTS	P	BLOM	12	DAHIASTRAAT 2950
10218473	4 628.73		KMAND	TH	LENTSA	106	DAHIASTRAAT 2951
10437072	4 402.92		KMAND	N	CEKI	2833	DAHIASTRAAT 2953
10192960	5 444.44		KMAND	FE	SETI	1869	DAHIASTRAAT 2936
10106994	4 345.33		KMAND	TI	SYMONS		DAHIASTRAAT 2939
10667853	5 765.34		KMAND	P	MFENGU		DAHIASTRAAT 2940
10105632	4 306.04		KMAND	M	BATYI		DAHIASTRAAT 2941
10178377	4 640.73		KMAND	AT	TOFILE	1184	DAHIASTRAAT 2942
10436576	4 509.01		KMAND	B	SILOSINI	2461	WATERGANG
10217960	1 967.16		KMAND	H	QANGISO	84	MAISONETTE
10285473	4 687.21		KMAND	C	PETER	38	RED BRICK
600262004	3 548.11		KMAND	MD+NP	SEPHULA	D148	MONDE CRESCENT
10065921	6 354.56		KMAND	BE	NGCATSHE	1194	VINEYARD STREET
10418855	5 368.59		KMAND	M	TSHABILE	2846	WATERGANG
10176997	5 093.14		KMAND	FJ	KOOPMAN		13TH STREET
10219508	4 888.77		KMAND	S	SIKOBI	12	MAISONETTE
10105687	6 730.39		KMAND	W	QOSHA-QOSHA		13TH STREET
600062000	5 620.31		KMAND	MB+SN	FINGO	301	MAWETU STREET
10218992	3 300.06		KMAND	YM	MTUYEDWA	110	MAISONETTE
10114434	5 597.03		KMAND	S	WENTZEL		13TH STREET
600133001	6 253.54		KMAND	B+SM	NAKU	105	LUYOLO STREET
10219443	6 885.87		KMAND	TB	SIDLAYI	18	MAISONETTE
10218404	5 707.50		KMAND	M	KHETHELO	104	MAISONETTE
10427554	7 642.14		KMAND	ME	JACK	2502	WATERGANG
10333215	5 371.06		KMAND	V	GASA	50	MPELAZWE
10105838	7 557.53		KMAND	NA	MASIZA		13TH STREET
10333301	6 731.08		KMAND	N	MAYEKISO	5	MPELAZWE
10105979	6 129.96		KMAND	N	PHINDA		13TH STREET
620000202	8 557.43		KMAND	NA	MNINZI	14	SESINE STREET
10437230	4 361.23		KMAND	N	MKHABELA	2936	WATERGANG
600335007	9 092.52		KMAND	LN	GXULUWE	900	10TH STREET
600215002	8 708.87		KMAND	CB	MANTSAL	63	MASITHANDANE STREET
10610590	8 900.77		KMAND	ZM+N	JENTILE	2447	WATERGANG
10113732	9 344.51		KMAND	A	MAARMAN		13TH STREET
10845833	1 319.71		KMAND	NB	MBAMBALALA		13TH STREET
10113718	9 485.26		KMAND	PP	MAYIJI		13TH STREET
10667444	10 419.89		KMAND	M+NJ	SIHLWAYI		WATERGANG
10102718	8 170.29		KMAND	A	MODIBEDI	204	VINEYARD STREET
10840261	1 530.75		KMAND	Z	MAFENYANGA		13TH STREET
10611900	10 913.76		KMAND	SM	SALUKAZANA		WATERGANG
10192977	10 749.50		KMAND	NV	BELEBESI	1876	SNAKE VALLEY
10169207	10 971.05		KMAND	LF	MBAMBO		13TH STREET
10407398	11 408.40		KMAND	L	SISILANA	2867	WATERGANG
10116065	11 448.86		KMAND	M	XOYI		13TH STREET
10626571	10 734.95		KMAND	P	KASWANA		13TH STREET
600225018	8 847.69	54 702.64	KMAND	B	NAKU	1	SWARTBOOI STREET
600301738	7 480.73		KMAND	T	MBAMBALALA	32	13TH STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
620002675	11 277.53		KMAND	NC	MATHO	4	SESITHOBA STREET
10218284	6 789.49		KMAND	CV	GXULUWE	58	MAISONETTE
620000745	12 375.35		KMAND	I	TYHALA	21	SESIHLANU STREET
10113646	12 892.21		KMAND	S	MANCEGU		13TH STREET
620000099	13 233.53		KMAND	R	FAKU	36	SESINE STREET
10292613	13 055.35		KMAND	NV	MEMANI	17	14TH CLOSE
600074001	12 938.56		KMAND	LS	MANGENA	13	MAWETU STREET
10667279	14 593.31		KMAND	M	MATWELE		WATERGANG
10284984	14 918.87		KMAND	K	NOTOZA	40	CHRIS HANI
10105900	12 764.56		KMAND	N	SUKWANA		13TH STREET
10219144	13 333.73		KMAND	Z	DYASI	47	MAISONETTE
10437216	7 754.41		KMAND	NZ	SIGXASHE	2926	WATERGANG
600022004	605.25	60 406.54	KMAND	A	KOLI	70	LUYOLO STREET
10113653	15 928.04		KMAND	Z	MAFUMANA		13TH STREET
10667561	16 473.19		KMAND	DD	MKOSANA		WATERGANG
10429714	9 806.37		KMAND	MZ	MEMELA	2505	WATERGANG
10667420	17 040.72		KMAND		AS MODIBEDI+NN GOVUZA		WATERGANG
600085001	17 323.75		KMAND	V	DYWILI	404	MGABADELI STREET
10668050	18 184.09		KMAND	D	GWEBITYALA		WATERGANG
10667255	18 156.28		KMAND	E	JENTILE		WATERGANG
10197501	18 500.69		KMAND	KR+FS	KHATI	862	BASSIE STREET
10174940	9 047.26		KMAND	N	DYANI	72	LUYOLO STREET
10201233	12 603.76		KMAND	MV	NONGOGO	948	11TH CLOSE
10340974	19 625.11		KMAND	SE	MPEMNYAMA	D150	MONDE CRESCENT
10427372	2 221.22		KMAND	N	NGQAMENI	2476	WATERGANG
600255008	21 009.67		KMAND	MF	SETONA	D135	MONDE CRESCENT
10106585	21 458.86		KMAND	T	TINISE		13TH STREET
600124003	20 844.39		KMAND	T	TSHELA	253	MGABADELI STREET
600149006	23 064.01		KMAND	N	GWATYU	815	4TH AVENUE
10436765	23 768.41		KMAND	N	NTSUNGUZI	2529	WATERGANG
600196008	23 198.23		KMAND	R	MANTSAI	10	MENGO STREET
10106114	16 842.14		KMAND	M	DYANI		13TH STREET
620002091	731.59		KMAND	N	MZILENI	4	MAKUPULA STREET
10201240	22 605.75		KMAND	NE	SIBARA	955	BASSIE STREET
600230005	31 493.42		KMAND	TE	MANGELE	11	SWARTBOOI STREET
600341033	25 830.07		KMAND	Z	KRAZIYO	921	12TH CLOSE
10426539	33 440.34		KMAND	TM	DYUSAYI	2684	WATERGANG
600341026	26 381.28		KMAND	S	MPUHLU	920	12TH CLOSE
10426601	34 590.06		KMAND	MG	MANKAYI	2696	WATERGANG
10422580	4 842.09		KMAND	M	DWAYI	2915	WATERGANG
600286037	29 400.93		KMAND	M	MANGCUNYANA	951	11TH CLOSE
10106530	37 793.66		KMAND	TE	MAZIBUKO		13TH STREET
10105656	40 509.33	9 186.87	KMAND	A	PUTENE		13TH STREET
600236001	49 812.18		KMAND	K	MAVUMBA	93	MANYANO STREET
600226002	18 978.08		KMAND	MP	MAYEKISO	3	SWARTBOOI STREET
600010003	54 384.86		KMAND	N	SINQANA	58	CEDILE STREET
10106554	65 001.95		KMAND	BZ	MDABUKA		13TH STREET
600040000	67 014.62		KMAND	MM	MONAHENG	958	MASITHANDANE STREET
10113309	79 877.92		KMAND	T	OLD JOHN		13TH STREET
620002314	81 149.51		KMAND	HN	MZANDOLO	3	SESITHOBA STREET
10105773	87 358.71		KMAND	AB	NOMBONA		13TH STREET
600029001	90 806.21		KMAND	NB	NTILASHE	49	CEDILE STREET
10114379	116 730.08		KMAND	D	HLAHATSI		13TH STREET
10846456	141 458.28		KMAND	S	MAJONI		13TH STREET
10827459	142 223.33		KMAND	N	MBAWU		13TH STREET
600343004	200 978.68		KMAND	N	HALA	922	12TH CLOSE
10042982	-	23 990.24	KMORE	HJ&CM	SEPTEMBER	3	FREESIA STREET
10283536	15.00		KMORE	IJ	OLIVER	14	SWEATPEA STREET
10042339	10.00		KMORE	SJS	CYSTER	6	VIOLET STREET
10042810	46.50		KMORE	K	MEY	25	PETUNIA STREET
10080694	100.00	929.98	KMORE	NL	ADAMS	6	FREESIA STREET
10043897	92.05		KMORE	C&A	ROOSKRANS	11	SWEATPEA STREET
10039234	71.26		KMORE	RD	BROWN	11	ARUM STREET
10036293	6.37		KMORE	S	JASON	7	SWEATPEA STREET
10040193	35.42		KMORE	P	KRUGER	12	ORCHID STREET
10043873	92.41		KMORE	PJ+D	PHILANDER	24	JAPONICA STREET
10056923	77.74		KMORE	MH	JACOBS	17	MALVA STREET
707261728	49.80		KMORE	SM	VAN WYK	30	ERASMUS STREET
10084605	162.42		KMORE	C	WILLEMSE	27	PETUNIA STREET
10072570	116.95		KMORE	RL	ADAMS	16	ORCHID STREET
707261742	95.80		KMORE	WM	VENNEAL	33	ERASMUS STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
707261546	95.80		KMORE	AC+WA	LAWRENCE	22	BLARNEY STREET
10056851	27.19		KMORE	JD	MAKATIES	3	VIOLET STREET
10072563	158.36		KMORE	VS	WILLIAMS	14	ORCHID STREET
10084492	186.68		KMORE	DJ	JACKSON	29	ARUM STREET
10084502	263.71		KMORE	WJ	PETERSEN	22	SWEATPEA STREET
10649194	161.99		KMORE	WB+MK	DE WET		JOOSTE STREET
707261704	249.80		KMORE	G	TAYLOR	22	ERASMUS STREET
10029084	367.45		KMORE	ED	NICHOLS	70	MALVA STREET
707261515	263.20		KMORE	S	JACOBS	29	BLARNEY STREET
10043907	410.72		KMORE	P	BEUKES	9	SWEATPEA STREET
10075236	60.93		KMORE	DN	BERGMAN	25	MALVA STREET
707261371	274.80		KMORE	AH+J	BRANDT	7	FARAO STREET
707561729	62.43		KMORE	SM	VAN WYK	30	ERASMUS STREET
10036372	400.10		KMORE	F	MICHAELS	40	MALVA STREET
10042504	349.38		KMORE	CG	JONKERS	20	ARUM STREET
10042906	409.03		KMORE	J+CM	HAFFITS	30	MALVA STREET
707261436	332.40		KMORE	R+MKE	FILANDER	49	ERASMUS STREET
10043660	500.05		KMORE	CM	KALAKODA	20	SWEATPEA STREET
10043701	467.68		KMORE	M	SOLOMONS	16	SWEATPEA STREET
10042872	465.39		KMORE	L&S	MAKRIEGGE	14	MALVA STREET
707261807	395.30		KMORE	JF	WILLIAMS	19	BLARNEY STREET
10084540	588.62		KMORE	IP	SKIPPERS	17	SWEATPEA STREET
707074142	93.71		KMORE	HJ	SEPTEMBER	4	WILLAMS STREET
10075119	501.19		KMORE	M	BEERWINKEL	20	MALVA STREET
10040234	583.26		KMORE	M	KOELMAN	20	GOUSBLOM STREET
10058114	475.94		KMORE	M	BENN	7	DOWRIE STREET
707261694	676.85		KMORE	PF	SWARTZ	38	ERASMUS STREET
10036444	434.75		KMORE	P	KREDIET	38	MALVA STREET
10043952	793.65		KMORE	A	ADAMS	6	JAPONICA STREET
707261687	749.80		KMORE	KB	STELLENBERG	34	ERASMUS STREET
707261670	749.80		KMORE	W	SNYMAN	24	ERASMUS STREET
707261814	749.80		KMORE	RE	WILLIAMS	47	ERASMUS STREET
707261797	749.80		KMORE	LG+E	WILLIAMS	27	ERASMUS STREET
707261649	749.80		KMORE	G+E	SKIPPERS	41	ERASMUS STREET
707261601	749.80		KMORE	B+S	PETERSEN	28	ERASMUS STREET
707261759	749.80		KMORE	P	WILLIAMS	26	ERASMUS STREET
707261326	749.80		KMORE	H	ADAMS	11	BLARNEY STREET
707261656	749.80		KMORE	A	SKIPPERS	9	BLARNEY STREET
707261412	749.80		KMORE	HH	EDOM	36	ERASMUS STREET
707261429	749.80		KMORE	FA	ERASMUS	21	BLARNEY STREET
707261498	749.80		KMORE	JT+MK	JACOBS	35	ERASMUS STREET
10081822	515.43		KMORE	ME	ADAMS	31	GLADIOLUS STREET
10042968	914.87		KMORE	M	FRITS	60	MALVA STREET
10042803	819.28		KMORE	MY	SKIPPERS	5	MALVA STREET
10036303	712.37		KMORE	SE	WILLIAMS	19	MALVA STREET
10042511	998.19		KMORE	J	LETIER	22	ARUM STREET
707680864	542.80		KMORE	K	FORTUIN	57	SCHOOL STREET
10843927	1 235.42		KMORE	H	DAMONSE	12	ARUM STREET
10036334	1 066.39		KMORE	M	SKIPPERS	10	ORCHID STREET
10084674	1 201.53		KMORE	L	WALES	25	ARUM STREET
10040344	241.11		KMORE	M	LETOLI	4	FREESIA STREET
10044001	393.24		KMORE	CM	SEPTEMBER	23	JAPONICA STREET
10042793	1 235.05		KMORE	CM	SAMPSON	7	MALVA STREET
10077881	1 420.26		KMORE	GP	HARTOGH	23	GLADIOLUS STREET
10084519	1 191.15		KMORE	D+M	SEPTEMBER	10	SWEATPEA STREET
707377160	436.26		KMORE	AD	ABRAHAMS	29	SWART STREET
10042944	1 570.11		KMORE	J	BAATJIES	48	MALVA STREET
10056909	1 094.68		KMORE	WG	OKTOBER	10	ARUM STREET
707561413	1 427.53		KMORE	HH	EDOM	36	ERASMUS STREET
10042281	1 750.09		KMORE	AJ	WILLIAMS	6	ORCHID STREET
10067590	1 668.61		KMORE	N	KLINK	29	JOOSTE STREET
10084904	1 804.58		KMORE	JA	VAN NIEKERK	5	VIOLET STREET
707561578	1 974.69		KMORE	K	MESSIAH	46	BLARNEY STREET
707073725	1 837.16		KMORE	A	JACOBS	6	CUPIDO STREET
10043880	1 575.77		KMORE	JJ	AUGUST	22	JAPONICA STREET
10042377	1 856.52		KMORE	IJ	DANIELS	7	FREESIA STREET
707561358	1 935.12		KMORE	MS	APRIL	17	BLARNEY STREET
10072075	1 987.75		KMORE	AA	SKIPPERS	25	GLADIOLUS STREET
707073110	1 574.02		KMORE	PA	JOHNSON	2	PIETERSEN STREET
10044018	1 855.75		KMORE	CB	RUITERS	21	JAPONICA STREET
10040241	2 166.13		KMORE	S	ENGLBRECHT	22	GOUSBLOM STREET
10042418	2 310.09		KMORE	H	PHILLIPS	18	DAFFODIL STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10084629	1 342.95		KMORE	N	NGCOWA	28	MALVA STREET
707561437	2 329.23		KMORE	R+MKE	FILANDER	49	ERASMUS STREET
707073684	2 181.75		KMORE	I	JACOBS	6	JACOBS STREET
10043828	2 374.99		KMORE	CL	PETERSEN	4	SWEATPEA STREET
707680905	2 423.82		KMORE	H	HEATHCOTE 101	69	SCHOOL STREET
707607498	2 270.34		KMORE	EJ	PARKS	23	BROOK STREET
10280801	2 284.14		KMORE	J	JACOBS	36	ARUM STREET
707417565	2 323.99		KMORE	G+F	EFFENDI	3	DOWRIE STREET
					TUKWAYO + R		
10316739	2 596.33		KMORE	J	BAMBISO	18	PETUNIA STREET
10702686	809.15		KMORE	A	ADAMS		RISPEL STREET
707680912	2 282.95		KMORE	J	MENTOOR 101	71	SCHOOL STREET
10043835	1 900.68		KMORE	EC	JOUBERT	2	SWEATPEA STREET
10056435	1 554.39		KMORE	AM	SCHEEPERS	7	ARUM STREET
707561602	2 253.93		KMORE	B+S	PETERSEN	28	ERASMUS STREET
707072810	1 375.46		KMORE	CL	JOOSTE	19	JOOSTE STREET
707072906	3 196.91		KMORE	EP	DANIELS	13	SWART STREET
707561444	3 567.98		KMORE	W	FLORENCE	32	BLARNEY STREET
707448336	3 008.27		KMORE	IF	CLOETE	1	SWART STREET
10031906	3 753.24		KMORE	K	SKIPPERS	32	BROOK STREET
707681009	3 510.99		KMORE	W+K	BOTHA 101	34	SCHOOL STREET
10040272	4 102.55		KMORE	PAS	WILLIAMS	46	MALVA STREET
707600202	3 658.39		KMORE	AH	LYONS	6	WILLAMS STREET
707561695	4 124.38		KMORE	PF	SWARTZ	38	ERASMUS STREET
707072511	2 917.51		KMORE	CC	HAFIT	2	DE WET STREET
10040210	3 891.68		KMORE	C	FORTUIN	14	GOUSBLOM STREET
10630378	320.82	30 658.78	KMORE	C+A	GEDULD	54	MALVA STREET
10119549	4 059.88		KMORE	JJ	WILLIAMS	4	DOWRIE STREET
707402468	4 075.90		KMORE	AJ	JACOBS	43	SWART STREET
10042755	4 538.36		KMORE	M	BROWN	37	MALVA STREET
707680802	4 268.05		KMORE	MT	BROOKS 101	45	SCHOOL STREET
10042779	6 230.93		KMORE	LM	HAFFIT	13	MALVA STREET
10042384	8 455.48		KMORE	J	RHODE	5	FREESIA STREET
					ENGELBRECHT + S DU		
10040289	8 783.77	49 008.56	KMORE	N	PLESSIS	66	MALVA STREET
707449337	7 403.21		KMORE	F	ASIA	12	CUPIDO STREET
10036097	3 655.30		KMORE	PJ	MANUEL	30	GOUSBLOM STREET
707561633	10 937.65		KMORE	M	AFRIKA	13	BLARNEY STREET
10036279	16 677.47		KMORE	MY	WILLIAMS	44	ARUM STREET
10042463	25 809.54		KMORE	SF	PIETERSEN	15	ARUM STREET
707561815	23 420.53		KMORE	RE	WILLIAMS	47	ERASMUS STREET
10036482	30 316.94		KMORE	S	SCHOEMAN	36	MALVA STREET
10040186	40 912.83		KMORE	J	WILLIAMS	7	VIOLET STREET
10042449	45 981.18		KMORE	BH	COETZEE	23	ARUM STREET
707680833	42 121.50		KMORE	W+J	MAGODA	51	SCHOOL STREET
707620004	197 636.87		KMORE	AM	BASSON	5	ERASMUS STREET
10084193	17.30		KMUTS	E	WILSON	205	MERCHANTSTRAAT
703192507	26.95		KMUTS	JM	KLEINSMITH	1	FORTUIN STREET
10195808	3.86		KMUTS	EM	PHEIFFER	263	MERCHANTSTRAAT
703190550	12.43		KMUTS	NP	NONKOTAMO	3	CLOETE STREET
10661101	13.71		KMUTS	I	DANIELS	12	LEEUPARK STREET
10670439	10.05		KMUTS	JC	HECTOR	2360	KLAPMUTS SD KLINIEK
10660595	27.27		KMUTS	GL	FREDERICKS	17	KUDUPARK STREET
10163665	47.42		KMUTS	H	SIMAYILE	6	JOJO STREET
703191953	26.88		KMUTS	T	TLOLOANE	12	DE JAGER STREET
10702916	18.61		KMUTS	RB	DAVIDS	55	CORN FLOWER
10672417	16.36		KMUTS	L	MBEKI	7	DAFFODIL STREET
10704523	38.51		KMUTS	SW	JANSEN	3	EVERLASTING
10703364	38.76		KMUTS	F	HENDRICKS	71	CORN FLOWER
703205056	43.00		KMUTS	A & S	PLAATJIES	13	JACK STREET
10678482	40.38		KMUTS	C	VAN ROOI	40	CORNATION
					ESTERHUIZEN + L		
10660636	40.97		KMUTS	D	DANIELS	33	KUDUPARK STREET
10670721	37.12		KMUTS	DR	ZIMMERIE	11	BUTTERCUP
10690451	41.38		KMUTS	E	BEUKES	9	GLODIOLUS
703204103	62.80		KMUTS	JJ	MOSES	2	JEFFERSON STREET
10668555	41.67		KMUTS	M	THEUNISSEN	3	ACACIA
10668854	37.58		KMUTS	M	VAN ROOI	15	BALSOM SQUARE
10668586	42.11		KMUTS	F+DE	BOTES	9	ACACIA
10704303	42.14		KMUTS	C	OCTOBER	69	CORNATION
10670226	38.23		KMUTS	CC	IRISH	16	AZALEA
10671021	42.46		KMUTS	AF	JANSEN	5	ZINNIASRAAT

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10704248	42.69		KMUTS	L	SAMUELS	11	GERANIUM
10705696	42.72		KMUTS	MW	CLOETE	10	FERN SQUARE
10698679	38.79		KMUTS	NC	MALAN	12	BLOSSOM STREET
10671038	43.08		KMUTS	ZM+NS	NQANDELA	3	ZINNIASRAAT
10668672	42.96		KMUTS	MM	VISSER	34	BUTTERCUP
10704152	43.69		KMUTS	JA	SMITH + M MAJOLA	64	CORN FLOWER
10678334	43.75		KMUTS	J	FANI	37	CORNATION
10670886	39.61		KMUTS	AM	FORTUIN	9	AGONIA
10703814	42.62		KMUTS	MV	WANZA	21	EVERLASTING
10704413	40.74		KMUTS	N	NONDANYANA	22	DAISY
10678516	38.85		KMUTS	S	MAY	24	CORNATION
10704592	45.99		KMUTS	J	VAN WYK	52	CORNATION
703202905	63.44		KMUTS	ND	FUSA	3	HARTZENBERG STREET
10703405	42.37		KMUTS	N	TYENI	77	CORN FLOWER
10669350	46.23		KMUTS	B	MAKRIEL	8	BUTTERCUP
10704815	46.90		KMUTS	N	BOOI	68	CORNATION
10694833	42.89		KMUTS	SF	ARENDSE	2509	KLAPMUTS SD KLINIEK
10163988	59.71		KMUTS	S	BELO	6	YAYA STREET
10670453	39.70		KMUTS	VC	SAMPSON	2362	KLAPMUTS SD KLINIEK
10669707	31.08		KMUTS	O	MBUKE	31	BUTTERCUP
703208011	32.88		KMUTS	JT	PETER	67	ADAMS STREET
10702851	45.70		KMUTS	B	KOKWANA	13	FERN SQUARE
10669453	46.29		KMUTS	M	MOSES	11	BALSOM SQUARE
10705737	10.25		KMUTS	GM	HUGO	16	FERN SQUARE
703191056	60.46		KMUTS	H	JACOBS	4	CORNELIUS STREET
10670116	46.71		KMUTS	GW	PETERSEN	26	BLUEBELL
10705043	23.53		KMUTS	V	BROWN	22	ARUM LILY
10703498	36.73		KMUTS	N	SHUMI	2650	KLAPMUTS SD KLINIEK
10698521	40.05		KMUTS	GM	GOUWS	2446	KLAPMUTS SD KLINIEK
10156092	70.66		KMUTS	S	DE VILLIERS	9	SIDODO STREET
10170654	71.29		KMUTS	N	NGQWANE	89	GOMAS STREET
10678437	45.37		KMUTS	M+E	WILSCHUTT	30	CORNATION
10670893	45.96		KMUTS	SU	KHAN	7	AGONIA
10703883	28.23		KMUTS	MA	FORTUIN	56	CORN FLOWER
10668744	52.25		KMUTS	P	TITUS	38	AZALEA
10672462	16.99		KMUTS	L	XEGO	4	DAFFODIL STREET
10668847	43.73		KMUTS	M	VISAGIE	19	BALSOM SQUARE
703190402	69.17		KMUTS	F	MATWA	9	CLOETE STREET
10698600	38.81		KMUTS	RS	FILANDER	3	IRIS SQUARE
10110351	102.02		KMUTS	W	HEYNS		KLAPMUTS-SUID
703217105	23.60		KMUTS	R	JANSEN	229	MERCHANTSTRAAT
10704736	83.05		KMUTS	MM	PHILANDER	12	ALOE
10668562	46.70		KMUTS	B+NS	KANZE	5	ACACIA
10712829	84.99		KMUTS	E	BOOYSEN	80	CORN FLOWER
10678080	92.66		KMUTS	MA	FEBRUARY	17	IRIS SQUARE
10703625	97.08		KMUTS	N	MAGQABI	10	DAISY
10698442	61.75		KMUTS	S	VALENTYN	2417	KLAPMUTS SD KLINIEK
10705263	106.14		KMUTS	M	ABRAHAMS	31	ARUM LILY
10670673	95.25		KMUTS	B	JACOBS	2383	KLAPMUTS SD KLINIEK
10672572	99.56		KMUTS	KL+J	PEDRO	17	ZAHRA
10670604	97.89		KMUTS	VM	RHODE	2376	KLAPMUTS SD KLINIEK
10155981	41.73		KMUTS	J	BRAAF	29	KLEINSMIT STREET
10672840	111.64		KMUTS	M	JUMAT	4	ZAHRA
10703199	108.66		KMUTS	CR	ZIMMIRIE	82	CORN FLOWER
10712788	42.02		KMUTS	S	MOLOTO	23	EVERLASTING
10704626	81.23		KMUTS	N	VANI	3	ALOE
10705108	105.15		KMUTS	S	JULIES	63	ARUM LILY
10668476	41.62		KMUTS	M	JACOBS	55	BLUEBELL
10678523	124.84		KMUTS	G+J	MARTIN	22	CORNATION
10705184	125.20		KMUTS	A	THYS	47	ARUM LILY
10694864	92.11		KMUTS	L	BOSMAN	2511	KLAPMUTS SD KLINIEK
10703120	137.92		KMUTS	K	WARIE	8	PRIMROSE STREET
10712630	134.36		KMUTS	S	THEUNISSEN + P REITZ	2442	KLAPMUTS SD KLINIEK
10672204	75.77		KMUTS	C	MITCHELL	3	ECLIPTICS
10704729	111.33		KMUTS	L	SWARTS	10	ALOE
10164752	125.38		KMUTS	J	HERANDIEN	22	WILLAMS STREET
703211109	2.91		KMUTS	L	AFORD	13	JACOBS STREET
10698590	133.85		KMUTS	RS	ANTHONY	5	IRIS SQUARE
703216104	131.64		KMUTS	F+AD	DRAGHOENDER	5	NYANGA STREET
10660863	122.38		KMUTS	A	SASS	7	SPRINGBOKPARK STREET
10169960	144.30		KMUTS	RK	ADAMS	6	REMMITTS STREET



Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10670446	92.43		KMUTS	NC	NKOHLISO	2361	KLAPMUTS SD KLINIEK
10672053	121.45		KMUTS	RH	VALENTYN	23	GERANIUM
10670965	138.98		KMUTS	M	ALEXANDER	19	ZINNIASRAAT
10669800	125.46		KMUTS	S	JAARS	19	AZALEA
10162918	181.82		KMUTS	ND	LUDICK	28	MEINTJIES STREET
10670460	160.02		KMUTS	A	GAJU	2363	KLAPMUTS SD KLINIEK
10703797	126.73		KMUTS	K	VISSER	16	BLOSSOM STREET
10672194	140.25		KMUTS	M	ALLINS	5	ECLIPTICS
10671461	173.70		KMUTS	M	BESTER	30	GLODIOLUS
10670594	169.94		KMUTS	E	ANDRIES	2375	KLAPMUTS SD KLINIEK
10669594	48.48		KMUTS	S	DEISEL	20	ACACIA
10171026	167.04		KMUTS	J+S	STEPHANUS	33	YAYA STREET
10703924	157.20		KMUTS	WDJ	RIX	17	TULIP
10670532	146.41		KMUTS	I	TITUS	4	BLUEBELL
10704231	148.84		KMUTS	N+M	MAGXWALISA + NKOHLA	13	GERANIUM
10661187	149.14		KMUTS	JW	FORTUIN	8	LEEUPARK STREET
10698655	150.06		KMUTS	G	VAN KERWEL	8	BLOSSOM STREET
10669570	154.66		KMUTS	SM	MENTOOR	16	ACACIA
10661015	154.90		KMUTS	F+A	WENN	21	KUDUPARK STREET
10678255	154.91		KMUTS	H	THOMPSON	10	GLODIOLUS
10171631	176.76		KMUTS	JM	ISAACS	72	GOMAS STREET
10164831	167.50		KMUTS	G	ARMOED	4	SMITH STREET
10703034	177.52		KMUTS	L	GACULA	34	PRIMROSE STREET
10084289	177.65		KMUTS	M	MTSHAMBA + N TSHUPE	8	MHITINI STREET
10670642	153.51		KMUTS	X+T	NOMNQAMBULO	2380	KLAPMUTS SD KLINIEK
10690468	158.08		KMUTS	I	VAN HEERDEN	7	GLODIOLUS
10669604	158.24		KMUTS	C&KM	FORTUIN	22	ACACIA
10703137	154.48		KMUTS	KP	FETSHA	6	PRIMROSE STREET
10698583	191.04		KMUTS	KP	BOSMAN	39	GLODIOLUS
10678190	159.20		KMUTS	E	PHILANDER	37	CORNATION
10704781	159.36		KMUTS	J	DAMON	62	CORNATION
10670415	156.39		KMUTS	N	MATWA	2358	KLAPMUTS SD KLINIEK
10167700	146.90		KMUTS	S	NTAME	26	WILLAMS STREET
10668610	161.62		KMUTS	S	AFRIKA	23	ACACIA
10698631	209.19		KMUTS	J	PAUL	4	BLOSSOM STREET
703207807	185.61		KMUTS	M	BEZUIDENHOUT	57	ADAMS STREET
10669343	159.63		KMUTS	S	CROW	14	BUTTERCUP
10661259	170.14		KMUTS	A	NEETHLING + E JULIES	16	KUDUPARK STREET
703209304	96.76		KMUTS	DW	HARTZENBERG	10	CALENI STREET
10671935	157.53		KMUTS	NS	NGESI	2572	KLAPMUTS SD KLINIEK
10703687	160.92		KMUTS	NL	CHELESI	2440	KLAPMUTS SD KLINIEK
10671375	138.16		KMUTS	CB	JACOBS	37	CORN FLOWER
10694871	161.93		KMUTS	BB	NTSHWEZA	2478	KLAPMUTS SD KLINIEK
10678200	166.89		KMUTS	M	AFRIKA	27	CORNATION
10708606	177.93		KMUTS	LS	DYASI	30	PRIMROSE STREET
703203607	198.86		KMUTS	ME+C	CORNELIUS	4	HANI STREET
10195860	173.31		KMUTS	S	XHALABILE	11	SIDODO STREET
10672682	20.99		KMUTS	LF	STRYDOM	16	CORN FLOWER
10694895	134.56		KMUTS	Y	LUZIPO	2485	KLAPMUTS SD KLINIEK
10670082	201.64		KMUTS	EM	LOUW	20	BLUEBELL
10678035	213.21		KMUTS	N	MJULEKA	30	CORN FLOWER
10669893	182.50		KMUTS	MJ	KLAZEN	8	BALSOM SQUARE
10164312	196.95		KMUTS	G	MARSH	11	WILLAMS STREET
10672046	185.72		KMUTS	H	ROSSOUW	25	GERANIUM
10175831	198.59		KMUTS	AS	KLEIN	265	MERCHANTSTRAAT
10703209	138.36		KMUTS	AD+W	LAWSON	84	CORN FLOWER
10704327	189.23		KMUTS	WW	BROWN	65	CORNATION
10672871	193.33		KMUTS	S	JACOBS	10	ZAHRA
10669312	164.95		KMUTS	K	SMITH	20	BUTTERCUP
10195877	226.20		KMUTS	SS	SANI	13	SIDODO STREET
10084227	218.91		KMUTS	S	WILLIAMS	28	MOSES STREET
10671571	154.68		KMUTS	F+KA	AFRIKA	33	EVERLASTING
10703292	138.06		KMUTS	F	GEORGE	65	CORN FLOWER
10703106	204.53		KMUTS	BS	RAQA		PRIMROSE STREET
10668469	219.46		KMUTS	A	BOOYSEN	51	BLUEBELL
10672448	203.80		KMUTS	E	JACOBS	1	DAFFODIL STREET
10704619	208.91		KMUTS	PA	THOBY	5	ALOE
10669642	210.62		KMUTS	A	BOOYSEN	43	BUTTERCUP
10661022	204.86		KMUTS	BP	TSHABALALA	51	KUDUPARK STREET
10671904	203.69		KMUTS	T	BOOYSEN	2569	KLAPMUTS SD KLINIEK

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10671203	21.39		KMUTS	S	SIJAJI	15	CORN FLOWER
10669556	209.86		KMUTS	K	BROWN	42	BLUEBELL
10164233	228.15		KMUTS	K+L	KASPER	6	KLEINSMIT STREET
10704530	217.83		KMUTS	S	JACOBUS	1	EVERLASTING
10661194	222.49		KMUTS	M	VAALTYN + E MARTHINUS	14	KUDUPARK STREET
10660935	204.30		KMUTS	G+R	MEYER	28	KUDUPARK STREET
703209751	206.11		KMUTS	C	NAUDE	191	MERCHANTSTRAAT
10678358	220.13		KMUTS	S+L	ZEMBE	6	IRIS SQUARE
10670587	181.31		KMUTS	JS+N	NYAMALIZA	2374	KLAPMUTS SD KLINIEK
10668689	183.74		KMUTS	HJ+R	MULLER	32	BUTTERCUP
10699027	204.18		KMUTS	S	LOUW	28	ROSE
10170692	234.21		KMUTS	K	MAGANTUNTU	45	REMMITTS STREET
10661266	230.81		KMUTS	A	DAVIDS	20	KUDUPARK STREET
703211604	252.70		KMUTS	M	PIETERSEN	4	MEINTJIES STREET
703192851	226.33		KMUTS	K	PIETERSEN	10	CLOETE STREET
10698435	231.15		KMUTS	AG	BOOYSEN	2416	KLAPMUTS SD KLINIEK
10672321	125.39		KMUTS	N	MPUMA	2629	KLAPMUTS SD KLINIEK
10672754	249.84		KMUTS	JJ	HENDRICKS	15	GLODIOLUS
10671296	231.60		KMUTS	J+FW	SNYMAN	17	VIOLET STREET
703190907	256.70		KMUTS	TJ+J	TITUS	10	CORNELIUS STREET
10670240	232.55		KMUTS	BA	MINTOOR	11	AZALEA
10671210	242.65		KMUTS	S	ANDREWS	4	ZINNIASRAAT
703215952	289.70		KMUTS	L	ANTONIE	11	NYANGA STREET
703207601	215.89		KMUTS	CA	BOOYSEN	49	ADAMS STREET
10678248	242.41		KMUTS	J + D	JONES + MORRIS	8	GLODIOLUS
10672723	269.90		KMUTS	I	DOURIES	24	CORN FLOWER
10195705	191.22		KMUTS	S	SWARTS	245	MERCHANTSTRAAT
10704169	230.45		KMUTS	L	SWARTS	66	CORN FLOWER
10703113	248.64		KMUTS	L	SAMBANA	10	PRIMROSE STREET
10155187	271.79		KMUTS	ML	TSHAMBU	41	WILLAMS STREET
10678444	257.55		KMUTS	M	CLAASEN	32	CORNATION
10671007	223.73		KMUTS	M+K	LOUW	11	ZINNIASRAAT
10669659	37.89		KMUTS	WF	PEARCE	41	BUTTERCUP
10660894	253.70		KMUTS	S	SASS	9	KUDUPARK STREET
10670037	283.88		KMUTS	G	GROOTBOOM	22	BALSOM SQUARE
703211350	80.09		KMUTS	D	ALBERTUS		MARTIN STREET
10164738	281.20		KMUTS	EE	HENDRICKS	18	WILLAMS STREET
10164240	287.32		KMUTS	B	CLOETE	8	KLEINSMIT STREET
10678547	266.85		KMUTS	T	NDZIMA	18	CORNATION
10660753	299.86		KMUTS	JJ	JOOSTE+L ROMAN	11	KUDUPARK STREET
703202400	209.58		KMUTS	T	KWEPILE + N BALENI	6	ZINCKE STREET
10671997	272.94		KMUTS	S	ADONIS	35	GERANIUM
10678224	305.86		KMUTS	TC	MOSALA	4	GLODIOLUS
10164013	299.29		KMUTS	DK	VAN KERWEL	14	YAYA STREET
10669776	274.44		KMUTS	G+BE	ENGELBRECHT	25	AZALEA
10703917	311.19		KMUTS	MM	LAMBERT	62	CORN FLOWER
10672280	273.66		KMUTS	EJ	BOOYSEN	2627	KLAPMUTS SD KLINIEK
10705586	281.72		KMUTS	G	VAN DER HORST	8	CORNATION
10661211	242.48		KMUTS	S	HORTON + J JACOBS	14	KOELPARK STREET
703207151	269.63		KMUTS	L	DE VILLIERS	181	MERCHANTSTRAAT
10705373	276.88		KMUTS	I	FORTUIN	9	ARUM LILY
10163586	284.06		KMUTS	CS	SMIT	14	MADOLLA STREET
10678066	241.54		KMUTS	D+M	GEDULD+DE WEE	36	CORN FLOWER
703208358	299.02		KMUTS	A	ADEMS	4	ANTHONY STREET
703193357	303.89		KMUTS	J	GARDNER + L WILLIAMS	22	GONE STREET
703203016	296.96		KMUTS	M	TURNER	12	HARTZENBERG STREET
10672709	298.92		KMUTS	N	NQWENISO	20	CORN FLOWER
10661297	248.02		KMUTS	JD	CLASSEN + LI PHILLIPUS	18	LEEUPARK STREET
10702978	299.04		KMUTS	S	PETERSEN	52	PRIMROSE STREET
10703027	250.18		KMUTS	F	HECTOR	36	PRIMROSE STREET
10170829	292.85		KMUTS	E	PIENAAR + J FISHER	12	REMMITTS STREET
10671681	274.97		KMUTS	A	HECTOR	10	VIOLET STREET
10698480	215.38		KMUTS	ZP	GACULA	2441	KLAPMUTS SD KLINIEK
10668878	283.80		KMUTS	GS+ZM	MEYER	9	BALSOM SQUARE
10670491	207.07		KMUTS	B	MAPUTI	2366	KLAPMUTS SD KLINIEK
10168550	104.10		KMUTS	GS+C	COLLINS	30A	BELL STREET
10669398	300.26		KMUTS	I	BOOYSEN	2	ACACIA
10669903	322.18		KMUTS	R	PRICE	10	BALSOM SQUARE
10670051	262.64		KMUTS	K	KLAASEN	14	BLUEBELL

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10195372	298.32		KMUTS	MW+M	MARARENI	239	MERCHANTSTRAAT
10164051	282.70		KMUTS	R	BOOI + NGCONTSA	7	YAYA STREET
10668658	330.65		KMUTS	FMW	VAN WILLING	42	BUTTERCUP
10164673	358.84		KMUTS	I	GOLIATH	25	SIDODO STREET
10669752	337.57		KMUTS	J	WILLEMSE	29	AZALEA
10671265	300.20		KMUTS	JK	TOM	14	ZINNIASRAAT
10672747	129.10		KMUTS	I	TITUS	17	GLIDIOLUS
10669336	201.06		KMUTS	JO+B	CORNELIUS + KLAASEN	16	BUTTERCUP
10672675	309.51		KMUTS	F+A	MANEWILL	7	IRIS SQUARE
10668579	345.99		KMUTS	J+A	MENTOOR	7	ACACIA
10660519	381.24		KMUTS	M	PRINS	37	KUDUPARK STREET
10704846	364.86		KMUTS	C	ANDREWS	72	CORNATION
10661431	396.20		KMUTS	P+S	KOOPMAN	71	KUDUPARK STREET
10704437	291.90		KMUTS	M	XEGO	18	DAISY
703208255	260.82		KMUTS	BJ	JAFTHA	48	ADAMS STREET
703213950	375.71		KMUTS	IC	GOOSEN + SCHEEPERS MM	6	NYANGA STREET
10661390	375.94		KMUTS	S+E	MOSES	1	SPRINGBOKPARK STREET
10704341	266.19		KMUTS	R	SOLOMONS	4	TULIP
10708352	419.24		KMUTS	D	PHILANDER	6	GERANIUM
10698947	9 038.35		KMUTS	MJC	STEYN	14	DAHLIASTRAAT 2951
10669082	302.78		KMUTS	H + M	SEPTEMBER	17	DAHLIASTRAAT 2953
10698961	380.90		KMUTS	M	JANUARIE	18	DAHLIASTRAAT 2936
703213053	395.65		KMUTS	W	DIXON	14	DAHLIASTRAAT 2939
10704066	222.90		KMUTS	G	GOOSEN	49	DAHLIASTRAAT 2940
10712403	393.92		KMUTS	KGN+P	CLOETE	2415	DAHLIASTRAAT 2941
10164769	380.38		KMUTS	M	HEYNS	24	DAHLIASTRAAT 2942
703192459	355.65		KMUTS	N	MBUNGENI	3	FORTUIN STREET
10705328	378.56		KMUTS	N	MANTSU	19	ARUM LILY
10705311	344.61		KMUTS	YP	LUCAS	21	ARUM LILY
703201502	411.33		KMUTS	A	GABIE	1	GONE STREET
10678341	321.97		KMUTS	M	WILLIAMS	4	IRIS SQUARE
10668342	205.01		KMUTS	VN	CAROLUS + J GELDERBLOM	25	BLUEBELL
703205757	282.37		KMUTS	J+S	MARS	45	ANTHONY STREET
10661170	459.62		KMUTS	M+C	ARENDSE	16	KOELPARK STREET
10672390	409.42		KMUTS	AX	SITSHONGO	11	DAFFODIL STREET
703208303	465.36		KMUTS	M	PARSON	50	ADAMS STREET
703210012	247.20		KMUTS	JP	DE JAGER	7	JACOBS STREET
703192600	376.52		KMUTS	B & A	MENTOOR	28	GONE STREET
10668720	311.40		KMUTS	J+K	TITUS	43	AZALEA
10703302	451.46		KMUTS	D	ABRAHAMS	63	CORN FLOWER
10705335	435.83		KMUTS	M	ARENDSE	17	ARUM LILY
10105481	51.84		KMUTS	LSM	PLAATJIES		KLAPMUTS-SUID
10170795	484.83		KMUTS	HJ+KF	DRAGHOENDER	8	REMMITTS STREET
10670219	359.28		KMUTS	N	PIETERSE	12	AZALEA
703207209	365.67		KMUTS	J	VAN WYK	183	MERCHANTSTRAAT
10170702	482.96		KMUTS	JJ	FISHER + HKM JACOBS	37	ADAMS STREET
10699034	445.80		KMUTS	R	JACOBS	24	ROSE
703202857	414.59		KMUTS	S+D	JACOBS	5	HARTZENBERG STREET
10671272	374.52		KMUTS	M	NQWENISO	16	ZINNIASRAAT
10163139	-	2 716.97	KMUTS	L	LANGENHOVEN	13	JULIUS STREET
10668373	450.99		KMUTS	S+CC	PRINS	35	BLUEBELL
10705483	486.75		KMUTS	JT	JACOBS	6	IVY CLOSE
10704468	472.69		KMUTS	S	NOMTAYI	12	DAISY
10670563	173.80		KMUTS	D	GUSHA	10	BLUEBELL
10164202	449.91		KMUTS	G	APRIL	12	VAN NIEKERK STREET
703208602	529.51		KMUTS	JC	MITCHELL	14	ANTHONY STREET
703203054	482.90		KMUTS	CDH	LOUW	14	HARTZENBERG STREET
10195736	490.24		KMUTS	D+GN	MICHELL	249	MERCHANTSTRAAT
10660667	495.81		KMUTS	G	LAVIGRE	2	KOELPARK STREET
703191252	569.16		KMUTS	H	FORTUIN	17	CORNELIUS STREET
10670068	455.68		KMUTS		J BAADJIES + LAM DE VILLIERS	16	BLUEBELL
10669745	128.27		KMUTS	A	DE VILLIERS	31	AZALEA
10694819	507.63		KMUTS	PM	KHAN	2482	KLAPMUTS SD KLINIEK
10669288	583.64		KMUTS	KP	FUSA	39	AZALEA
10705517	506.35		KMUTS	L	BARON	8	IVY CLOSE
10704808	537.56		KMUTS	A+L	ALEXANDER	66	CORNATION
703192655	526.24		KMUTS	V	SMITH	30	GONE STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
703193010	528.94		KMUTS	N	SMITH	9	FABRIK STREET
10168770	433.99		KMUTS	S	ADAMS	29A	BEYERS STREET
10703319	541.53		KMUTS	T	GCWABE	28	PRIMROSE STREET
10690475	567.68		KMUTS	M	TURNER	5	GLODIOLUS
10164264	618.74		KMUTS	D	JOUBERT	16	KLEINSMIT STREET
10170661	518.93		KMUTS	CN	DADLANA	56	VAN NIEKERK STREET
10171600	528.97		KMUTS	PP+N	NYANGANE	87	GOMAS STREET
10670697	506.04		KMUTS	AD	SOLOMONS	2385	KLAPMUTS SD KLINIEK
703192150	584.77		KMUTS	NS	MJALI	20	DE JAGER STREET
10705713	562.73		KMUTS	M	HENDRICKS	12	FERN SQUARE
10671667	612.00		KMUTS	J	DANIELS	6	VIOLET STREET
10705476	544.92		KMUTS	VV	MOMOZA	5	IVY CLOSE
10671791	454.65		KMUTS	R+E	DAMONSE	2544	KLAPMUTS SD KLINIEK
10670549	621.39		KMUTS	M	MASIU	6	BLUEBELL
703209555	445.93		KMUTS	J+A	LANGEVELDT	20	CALENI STREET
10670408	544.92		KMUTS	N	SHUMI	2357	KLAPMUTS SD KLINIEK
10703663	618.18		KMUTS	N	NTWANAMBI	18	DAISY
703210555	488.59		KMUTS	RG	ABRAHAMS + KHAN W	2	MOSES STREET
10164109	284.56		KMUTS	M	SMIT + ERASMUS	13	KLEINSMIT STREET
10660887	534.98		KMUTS	S	SWEM	29	KUDUPARK STREET
10703096	565.20		KMUTS	M	POTWANA	14	PRIMROSE STREET
703212650	658.68		KMUTS	P	VAN WYK	11	MARTIN STREET
10171648	623.41		KMUTS	ES	MSIZA + J MEYER	73	GOMAS STREET
10164745	613.06		KMUTS	C	CLAASEN	20	WILLAMS STREET
10705452	517.32		KMUTS	J+KS	FORTUIN	3	IVY CLOSE
10678183	666.85		KMUTS	E	FILANDER	31	CORNATION
10712836	570.84		KMUTS	NJ	NGQWANE	5	CORN FLOWER
10690482	611.30		KMUTS	R	WILLIAMS	3	GLODIOLUS
10678097	695.65		KMUTS	PI+C	CLOETE	15	IRIS SQUARE
10167762	702.94		KMUTS	T	JACOBS	3	VAN WYK STREET
10704822	707.94		KMUTS	T+K	BOOYSEN	70	CORNATION
10678011	249.93		KMUTS	T	PRESENCE	47	EVERLASTING
10669491	678.39		KMUTS	W	MARTINS	30	BLUEBELL
703205355	608.75		KMUTS	E	NONYUSA	1	JACK STREET
10671052	384.96		KMUTS	N	GACULA	11	CORN FLOWER
10704293	692.03		KMUTS	T	NONZABA	71	CORNATION
10164082	759.23		KMUTS	MR	NEWMAN	138	ADAMS STREET
10704963	621.60		KMUTS	P+B	WILLIAMS	2	ALOE
10671313	753.61		KMUTS	B	LINDEMAN	13	VIOLET STREET
703211202	247.61		KMUTS	A+H	DE KOKER	16	MARTIN STREET
10671870	678.29		KMUTS	K	MACKRIEL	46	EVERLASTING
10704176	766.45		KMUTS	ZJ	MICHEALS	68	CORN FLOWER
10660791	810.63		KMUTS	K	BEMIERE + JP MINNIES	1	KUDUPARK STREET
10671973	71.68		KMUTS	A	BROWN	39	GERANIUM
10704451	748.87		KMUTS	N	GCWABE	14	DAISY
10671368	778.17		KMUTS	A	PIETERSE + A FLUKS	3	VIOLET STREET
703202709	613.49		KMUTS	I	LAWSON	11	HARTZENBERG STREET
10703577	660.29		KMUTS	VV	OLYN	10	DAISY
10668799	557.11		KMUTS	TH	MNQAYANA	4	ACACIA
10660605	727.64		KMUTS	R	CONRADIE	8	KOELPARK STREET
703209153	6.45		KMUTS	DR	KOERKOP	4	CALENI STREET
703208059	818.98		KMUTS	L	JAMES	69	ADAMS STREET
10678303	764.61		KMUTS	B	VISSER	18	GLODIOLUS
10672950	814.91		KMUTS	ZB	TOYISE	46	CORN FLOWER
703201557	680.07		KMUTS	S	ARMOED	176	MERCHANTSTRAAT
10155242	811.61		KMUTS	DM	SCHROEDER	26	JACOBS STREET
10168684	573.19		KMUTS	GF+ME	ADAMS	27A	BEYERS STREET
10163933	815.61		KMUTS	J	FESTUS	26	VAN NIEKERK STREET
10171387	675.68		KMUTS	L	MANXEBA + D JONES	43	REMMITTS STREET
10164714	832.36		KMUTS	S	MARTIN	14	WILLAMS STREET
10671351	736.28		KMUTS	A	ARENDSE	5	VIOLET STREET
10705744	809.67		KMUTS	F	LEWIS	18	FERN SQUARE
10167638	724.61		KMUTS	G	SMITH	3	MADOLLA STREET
10155280	723.40		KMUTS	A	BOOYSEN	14	MALGAS STREET
10704059	318.45		KMUTS	WJ	JACOBS	51	CORNATION
10670790	712.25		KMUTS	PX	DADLANA	27	AGONIA
10671344	735.58		KMUTS	M	BORENS	7	VIOLET STREET
10660588	841.53		KMUTS	I+V	WEARLY	7	KOELPARK STREET
10670927	741.91		KMUTS	N+V	GEWELD	11	BLUEBELL
10712537	791.43		KMUTS	N	DIZA	2420	KLAPMUTS SD KLINIEK

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10671485	823.64		KMUTS	EE	PETERSEN	34	GLODIOLUS
10221138	215.04		KMUTS	FJ&VN	ANTHONY	3	REMMITTS STREET
10170850	864.25		KMUTS	C+A	FREDERICKS	15	REMMITTS STREET
703214157	881.15		KMUTS	A	CAROLISSEN	4	MARTIN STREET
10660540	786.15		KMUTS	PE+A	WILLEMSE	4	KOELPARK STREET
10671090	755.34		KMUTS	D+AG	DE BRUIN	33	GLODIOLUS
703215756	641.51		KMUTS	C	CORNELIUS & J.J.	217	MERCHANTSTRAAT
703203308	800.63		KMUTS	D	LOUW	11	HANI STREET
10694857	772.15		KMUTS	LC	ARENDSE	2510	KLAPMUTS SD KLINIEK
10661163	912.72		KMUTS	IM	PHILLIPUS	47	KUDUPARK STREET
10678121	818.06		KMUTS	SP	TSHANTSHANA	9	IRIS SQUARE
10291258	924.46		KMUTS	B	WAGNER		KLAPMUTS
10669738	952.65		KMUTS	E	BROWN	33	AZALEA
10164178	723.08		KMUTS	MN	TAHO	5	WILLAMS STREET
10514030	732.61		KMUTS	MA	TAURIYO	16	VAN WYK STREET
703208451	693.79		KMUTS	A	CORNELIUS	8	ANTHONY STREET
10702947	825.19		KMUTS	AM	POLMAN	51	CORN FLOWER
10170874	630.97		KMUTS	C	SIPHAMBO + J ROBERTS	17	REMMITTS STREET
10671045	869.89		KMUTS	M	MBUKE	13	CORN FLOWER
703206208	937.34		KMUTS	W+S	DE KLERK	11	ANTHONY STREET
10668366	872.79		KMUTS	K	JOUBERT	13	BLUEBELL
10705122	691.28		KMUTS	NV	MENZIWA	59	ARUM LILY
703216953	865.17		KMUTS	I	PERSENS	1	MHITINI STREET
10678107	841.61		KMUTS	T	MPHOTOLO	13	IRIS SQUARE
10705593	1 029.79		KMUTS	L	APRIL	61	CORN FLOWER
703206758	800.78		KMUTS	G	BOSMAN	35	CALENI STREET
703192253	737.03		KMUTS	M	SWARTZ	11	FORTUIN STREET
10671155	851.93		KMUTS	N	MAVOBOLO	25	CORN FLOWER
10704578	852.41		KMUTS	S	SNYDERS	48	CORNATION
703208750	1 043.57		KMUTS	R	PITUS	20	ANTHONY STREET
10703522	1 007.89		KMUTS	A	TSHANTSHANE	89	CORN FLOWER
10693605	900.71		KMUTS	H+S	ANTHONY	20	BELL STREET
703612191	570.54		KMUTS	JM	KLEINSMITH		BELL STREET
10660571	1 105.30		KMUTS	MB	MCITHEKA	5	KOELPARK STREET
703208200	897.73		KMUTS	NJ+VC	CLOETE	46	ADAMS STREET
10698507	396.33		KMUTS	I	DAMPIES	2444	KLAPMUTS SD KLINIEK
10703584	765.50		KMUTS	A	MPUMA	10	GERANIUM
10672936	618.39		KMUTS	E	VAN KERWEL	42	CORN FLOWER
10671014	955.25		KMUTS	V	BUYANA	7	ZINNIASRAAT
703191506	888.05		KMUTS	KJ	JOOSTE	7	CORNELIUS STREET
10101676	1 033.91		KMUTS	NB	JACK	11	MHITINI STREET
10155479	1 094.77		KMUTS	B+L	MSUTHU	3	JOJO STREET
10162994	696.65		KMUTS	J	MOSES	8	MALGAS STREET
10671337	11.23		KMUTS	H	DANIELS	9	VIOLET STREET
10167803	959.20		KMUTS	M	DANIELS	30	WILLAMS STREET
10705232	879.43		KMUTS	M	DYANTYI	37	ARUM LILY
10669587	960.38		KMUTS	D	ADRIAANSE	18	ACACIA
10661046	1 159.02		KMUTS	M	NCASANA	83	KUDUPARK STREET
10704853	842.64		KMUTS	W	ABRAHAMS	74	CORNATION
10660557	1 176.96		KMUTS	D	CARELSE + E BOOYSEN	35	KUDUPARK STREET
703211659	947.82		KMUTS	L	PHIRI	6	MEINTJIES STREET
10673009	987.49		KMUTS	S	MOROBEL	43	CORNATION
703190309	970.45		KMUTS	S	ABRAHAMS	13	CLOETE STREET
10698466	1 179.89		KMUTS	P	LESAOANA	2421	KLAPMUTS SD KLINIEK
10669477	802.47		KMUTS	RL	MARTIN	3	AZALEA
10693533	886.04		KMUTS	SD	ADAMS	6	BELL STREET
703203803	987.57		KMUTS	F	FORTUIN	12	HANI STREET
703202802	592.23		KMUTS	PB	JONAS	7	HARTZENBERG STREET
10668706	1 193.05		KMUTS	L	CUPIDO	26	BUTTERCUP
10660715	1 176.91		KMUTS	MVA	NERO	23	KUDUPARK STREET
703205506	1 167.23		KMUTS	F	CALENI	145	MERCHANTSTRAAT
703210854	1 277.75		KMUTS	H	DAVIDS	14	MOSES STREET
10698703	1 213.35		KMUTS	KR	WILLEMSE	20	BLOSSOM STREET
10291234	665.20		KMUTS	P+A	BORENS		KLAPMUTS
703217655	779.07		KMUTS	N	DUMA	56	MOSES STREET
10669233	932.85		KMUTS	S	HARTZENBERG	44	BUTTERCUP
10668407	1 256.73		KMUTS	P+M	JACOBS	41	BLUEBELL
10693588	949.67		KMUTS	K	COLLINS	9	MERCHANTSTRAAT
10699003	1 260.39		KMUTS	L	LEHULA	32	ROSE
10163706	1 202.43		KMUTS	CV	ARIES	12	JOJO STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10155486	1 181.81		KMUTS	H	ISAACS	15	VAN NIEKERK STREET
703209902	266.68		KMUTS	A	JACOBS	3	JACOBS STREET
703190158	1 150.47		KMUTS	GJ+W	SWARTZ	19	CLOETE STREET
703212100	1 071.34		KMUTS	NN	NOMGCANA	21	MOSES STREET
703202156	1 356.51		KMUTS	KM	MONYANE	15	GONE STREET
10155462	1 198.44		KMUTS	D	FILANDER	13	JOJO STREET
10672211	1 106.03		KMUTS	A	JURIES	18	GERANIUM
10672156	1 125.63		KMUTS	L+L	OTTER	13	ECLIPTICS
10168505	1 216.79		KMUTS	P+K	RILEY	32A	BELL STREET
703209603	950.63		KMUTS	M	VAN WYK	22	CALENI STREET
703214016	187.10		KMUTS	J	ANTHONY	8	NYANGA STREET
703205805	1 277.67		KMUTS	DJ+MW	JACOBS	43	ANTHONY STREET
10671894	693.72	15 552.59	KMUTS	I+M	DIEDERICKS	2568	KLAPMUTS SD KLINIEK
10693344	786.48		KMUTS	F	STEYN	1	MERCHANTSTRAAT
					KLEINSMITH + A		
703192758	667.82		KMUTS	CD	JANUARIE	6	CLOETE STREET
10671588	1 252.51		KMUTS	JW+SE	DAVIDS	31	EVERLASTING
10698978	856.81		KMUTS	N	MAKWEDINI	2954	KLAPMUTS SD KLINIEK
703207058	1 300.30		KMUTS	L+C	DAVIDS	177	MERCHANTSTRAAT
10668445	1 457.14		KMUTS	W+D	GONE+MALATI	49	BLUEBELL
10669226	1 187.99		KMUTS	A	GALANT	21	ACACIA
10661493	1 471.98		KMUTS	M	FREDERICKS	53	KUDUPARK STREET
10668737	1 308.09		KMUTS	W+M	ERASMUS	40	AZALEA
10670202	1 126.91		KMUTS	HC	PHILLIPS	14	AZALEA
10672785	1 354.21		KMUTS	H	GRAMER	23	CORNATION
10668438	966.32		KMUTS	H+D	ANTHONY+MEYER	47	BLUEBELL
10164336	1 347.18		KMUTS		J MARANG+L KOCK	27	KLEINSMIT STREET
10708297	1 135.58		KMUTS	MB	YEKO	9	FERN SQUARE
10155644	995.02		KMUTS	M	PHILANDER	88	ADAMS STREET
10702992	1 061.00		KMUTS	M	ROBYN	42	PRIMROSE STREET
10170685	1 622.81		KMUTS	M+N	DADLANA	58	VAN NIEKERK STREET
703208956	1 254.18		KMUTS	S	PIETERSEN	60	ADAMS STREET
10670374	1 561.24		KMUTS	R	ABRAHAMS	2354	KLAPMUTS SD KLINIEK
10164099	1 390.72		KMUTS	H+M	VAN WYK	15	KLEINSMIT STREET
10704657	1 166.24		KMUTS	K	BARENDSE	10	ARUM LILY
703191551	1 441.69		KMUTS	G	FRANK	5	CORNELIUS STREET
10162901	1 377.42		KMUTS	M	MENZILE	30	MEINTJIES STREET
703192019	1 646.27		KMUTS	NP	CLOETE	14	DE JAGER STREET
703200202	1 410.00		KMUTS	VW+NM	ZEZE	27	COLLINS STREET
10703436	1 219.75		KMUTS	K	DOFI	19	DAFFODIL STREET
10170977	1 524.69		KMUTS	M	GALADA + EN KUSE	27	REMMITTS STREET
10693571	1 500.30		KMUTS	SS	WILLIAMS	8	MERCHANTSTRAAT
10672084	1 572.34		KMUTS	DJ	PANTING	2600	KLAPMUTS SD KLINIEK
10693519	1 396.10		KMUTS	PR	JACOBS	8	BELL STREET
10171057	1 552.62		KMUTS	S	DE KOCK	50	ADAMS STREET
703207106	1 830.68		KMUTS	A	XHEGO + BN VENGE	179	MERCHANTSTRAAT
10155228	1 034.03		KMUTS	WE	MADOLO	26	MEINTJIES STREET
					NOMKHONWANA + E		
10171662	1 183.70		KMUTS	S	SWARTS	75	GOMAS STREET
703612184	473.88		KMUTS	SM	JACOBS		BELL STREET
703211958	1 457.64		KMUTS	M+A	FAKUNI	21	JACOBS STREET
703206150	1 556.72		KMUTS	E	WILLIAMS	13	ANTHONY STREET
10163191	1 844.54		KMUTS	DM	STEPHEN	11	JOJO STREET
10693337	1 540.28		KMUTS	F	NEL	6	MERCHANTSTRAAT
10162963	1 551.49		KMUTS	P	JACOBS	32	JACOBS STREET
10671942	1 804.25		KMUTS	BR	NOBLE	2573	KLAPMUTS SD KLINIEK
10168512	1 553.84		KMUTS	G	FREDERICKS	32	BELL STREET
10660856	1 858.91		KMUTS	MS	BOTHA	5	SPRINGBOKPARK STREET
10163809	1 614.13		KMUTS	MN	FANAYO + WARRIE	31	VAN NIEKERK STREET
10705548	1 621.80		KMUTS	SM	NORMAN	12	CORNATION
10165674	1 531.52		KMUTS	GJ	CAROLUS	4	WILLAMS STREET
					VAN ROOYEN + M		
703204457	1 573.38		KMUTS	D	CUPIDO	20	JACK STREET
10155596	1 859.72		KMUTS	G	ANTHONIE	34	JOJO STREET
10763557	1 862.13		KMUTS	V	MEHANA	11	SMITH STREET
10168457	1 579.29		KMUTS	J+CC	PLAATJIES	36A	BELL STREET
10668593	1 767.85		KMUTS	B+NN	PIKOKO	11	ACACIA
10678468	1 826.39		KMUTS	L	JOSEPHS	36	CORNATION
703192301	1 437.26		KMUTS	D	DE JAGER	9	FORTUIN STREET
10700316	607.91		KMUTS	A	BEUKES	6	ROSE
703192404	1 886.30		KMUTS	J	FIEGELAND	5	FORTUIN STREET
10671227	1 724.47		KMUTS	SO	DEBESE	6	ZINNIASRAAT

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
703000150	1 621.55		KMUTS	AA+SM	PIETERSEN		MERCHANTSTRAAT
10704884	9 266.96		KMUTS	G	DEMAS	17	DAHLIASTRAAT 2936
10170922	1 656.82		KMUTS	N	NDLANYANA	23	GOMAS STREET
10163768	1 029.45		KMUTS	M	VAN NIEKERK	122	ADAMS STREET
10669934	1 962.10		KMUTS	J+TP	BOOYSEN	16	BALSOM SQUARE
10162970	1 720.68		KMUTS	K+BSE	PHILANDER	4	MALGAS STREET
703213606	1 852.64		KMUTS	T	VAN SCHALKWYK	26	MOSES STREET
10155998	1 924.85		KMUTS	T	BROOKS	3	ALEXANDER STREET
10668421	2 042.91		KMUTS	EN	MAQUNGO	45	BLUEBELL
703201605	1 788.53		KMUTS	VE	JOJA	178	MERCHANTSTRAAT
10672008	1 886.33		KMUTS	M	TITUS	33	GERANIUM
10163304	1 922.76		KMUTS	H	SEPTEMBER	27	YAYA STREET
10163098	2 168.93		KMUTS	FT	DE KLERK	46	JACOBS STREET
10168749	1 408.97		KMUTS	K	PETERSEN	31	BEYERS STREET
10705256	1 971.27		KMUTS	MC	SMITH	33	ARUM LILY
703614825	1 717.59		KMUTS	L+A	TIEMIE	82	MERCHANTSTRAAT
10678389	1 879.44		KMUTS	P+P	NCANI	10	IRIS SQUARE
10678114	2 162.91		KMUTS	J	DU TOIT	11	IRIS SQUARE
10698992	2 010.61		KMUTS	K	BOOYSEN	28	ROSE
10693502	1 705.04		KMUTS	F	HARTZENBURG	12	BELL STREET
10704918	2 958.65		KMUTS	NN	FETSHA	11	DAHLIASTRAAT 2936
10704640	1 231.31		KMUTS	S	ARRISON	12	ARUM LILY
703202204	2 197.19		KMUTS	M	BEUKES	13	GONE STREET
10669525	2 217.45		KMUTS	K	PETUS	36	BLUEBELL
10703254	2 043.67		KMUTS	A	PAULSEN	94	CORN FLOWER
10163074	1 555.81		KMUTS	MA	DANIELS	38	JACOBS STREET
10220120	2 024.37		KMUTS	JJ	PRINSLOO	92	MERCHANTSTRAAT
10704365	2 361.14		KMUTS	L	KOOPMAN	10	TULIP
10678279	2 379.80		KMUTS	J	FAVIERS	14	GLODIOLUS
10155118	1 259.18		KMUTS	A	JOHANNES	8	JULIUS STREET
10661345	1 467.66	17 947.66	KMUTS	BJ+J	KOOPMAN	16	LEEUPARK STREET
10660801	2 386.28		KMUTS	EA	JOSHUA	5	KUDUPARK STREET
703209256	1 699.13		KMUTS	NN	JOJA	8	CALENI STREET
10702985	2 294.28		KMUTS	CT	ALEXANDER	44	PRIMROSE STREET
10693612	2 230.69		KMUTS	G+J	DIRKSE	10	MERCHANTSTRAAT
703202053	1 744.32		KMUTS	EN	NUNWANA	5	ZINCKE STREET
10671643	2 639.14		KMUTS	FW	OLIFANT	39	CORN FLOWER
10668775	2 534.99		KMUTS	J	PAULSEN	12	BUTTERCUP
10708345	2 193.03		KMUTS	C	OLIVIER	4	GERANIUM
703212454	2 717.58		KMUTS	NJ	NTAKANA	2	JACOBS STREET
10170678	1 963.25		KMUTS	A	VAN DER BERH	65	GOMAS STREET
703210658	2 512.28		KMUTS	L	VISAGIE + JENSEL AJ	6	MOSES STREET
10672039	2 614.65		KMUTS	K	HOLIES	27	GERANIUM
10164305	2 338.77		KMUTS	E	JACOBS	13	WILLAMS STREET
703206806	2 691.42		KMUTS	WM	PETERSEN	33	CALENI STREET
703208657	2 457.84		KMUTS	V	PAUL	16	ANTHONY STREET
10660681	2 450.74		KMUTS	PA	JULIES	63	KUDUPARK STREET
10703333	2 144.61		KMUTS	KP	MANI	26	PRIMROSE STREET
10170960	2 645.26		KMUTS	D	SAMPSON	25	REMMITTS STREET
703191300	2 765.09		KMUTS	M	DE KLERK	15	CORNELIUS STREET
703200109	2 836.33		KMUTS	H	CUPIDO + R VAN WYK	8	FORTUIN STREET
10833746	2 766.73		KMUTS	K+R	BESTER	18	BELL STREET
703612775	1 595.66		KMUTS	DI	PHEIFFER	4	BELL STREET
10721690	2 605.14		KMUTS	W+A	LOUW	15	MERCHANTSTRAAT
10704217	2 999.24		KMUTS	C	BENEKE	17	GERANIUM
703190756	3 080.48		KMUTS	J	DANIELS + K OLIVIER	16	CORNELIUS STREET
10163469	3 105.19		KMUTS	B	MOTSUME	90	ADAMS STREET
703217057	1 092.54		KMUTS	H	VALENTYN	3	SMITH STREET
703611884	2 546.14		KMUTS	G+NE	VAN SCHALKWYK	98	MERCHANTSTRAAT
703200305	2 558.33		KMUTS	NV	KHUSELO	23	COLLINS STREET
703206253	3 185.36		KMUTS	CP+S	COLLINS	9	ANTHONY STREET
703200604	2 584.11		KMUTS	RV	MALAN	11	COLLINS STREET
10661383	3 203.26		KMUTS	L+E	JAFTA	73	KUDUPARK STREET
10704925	356.37		KMUTS	S	JOSEPH	9	DAHLIASTRAAT 2936
10197398	2 773.25		KMUTS	DC	SOLOMONS	76	BELL STREET
10670329	2 859.32		KMUTS	TF	TSHAMBU	21	BUTTERCUP
703191018	3 482.64		KMUTS	T	VAN WYK + M. GALANT	6	CORNELIUS STREET
10699058	3 811.49		KMUTS	T	LETSELA	18	ROSE
10167683	3 558.33		KMUTS	TJ+S	FRANSMAN	10	WILLAMS STREET
10195396	3 961.59		KMUTS	H	ZINGANGI	243	MERCHANTSTRAAT
10730746	3 373.52		KMUTS	P+J	HENDRICKS	19	MERCHANTSTRAAT

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
703208808	3 693.68		KMUTS	CM	QHELE + NO NGESI	22	ANTHONY STREET
10694905	2 009.44		KMUTS	TA	MOLEKO	2480	KLAPMUTS SD KLINIEK
10155716	3 268.23		KMUTS	D	MEHL	34	YAYA STREET
703191104	3 127.10		KMUTS	FF	JULIES	35	COLLINS STREET
10704970	4 098.73		KMUTS	HJ	JACOBS	6	ALOE
703193058	2 863.77		KMUTS	D	REED	7	FABRIK STREET
703205654	3 488.79		KMUTS	BJ	MIYA	137	MERCHANTSTRAAT
10022283	3 774.92		KMUTS	P+L	PRINS		KLAPMUTS-SUID
10155761	4 549.04		KMUTS	D+C	BHOBHI	30	VAN NIEKERK STREET
10671069	4 692.64		KMUTS	F+S	LOUW	9	CORN FLOWER
10170647	3 060.71		KMUTS	M+A	CAIN	20	REMMITTS STREET
703202259	4 329.84		KMUTS	C	JEFTHAS	11	GONE STREET
703206459	2 849.63		KMUTS	S	PITUS	52	ADAMS STREET
703191850	4 606.77		KMUTS	MG	NGESI + RF LEBITA	8	DE JAGER STREET
10015919	3 898.59		KMUTS	JJP+R	DIRKSE	69	BELL STREET
10670264	4 386.96	19 090.13	KMUTS	DR	ARENDSE	24	AZALEA
10703467	4 315.10		KMUTS	LL	WARIES	20	PRIMROSE STREET
10144709	2 994.43		KMUTS	SR	PEDRO		BELL STREET
10171538	4 285.90		KMUTS	L+N	BIDLI	60	GOMAS STREET
703209809	5 334.17		KMUTS	E	NONGAWUZA	193	MERCHANTSTRAAT
703204859	5 073.30		KMUTS	S	SMITH	21	JACK STREET
703208554	5 671.52		KMUTS	M	PIETERSEN + I VAN WYK	12	ANTHONY STREET
10155541	5 262.09		KMUTS	L	SELAI	45	MEINTJIES STREET
10661462	5 778.19		KMUTS	W	PHANELIPHIE	59	KUDUPARK STREET
703206909	3 931.06		KMUTS	ZH	FAKU + NL SIGIJIMA	29	CALENI STREET
10668885	5 365.84	15 716.03	KMUTS	M	DE WAAL	7	BALSOM SQUARE
10155792	6 296.42		KMUTS	W	DE WEE	130	ADAMS STREET
703192954	3 455.88		KMUTS	MD	BANGAZA	1	DE JAGER STREET
10672864	6 402.29		KMUTS	E	ADAMS	8	ZAHRA
703211154	5 371.68		KMUTS	P+C	CARELSE	11	JACOBS STREET
10670817	4 325.65		KMUTS	L	HENDRICKS	23	AGONIA
703207900	4 886.19		KMUTS	DR+D	VAN WYK	63	ADAMS STREET
10670831	5 728.23		KMUTS	S	NTSHOLO	19	AGONIA
10171583	5 043.04		KMUTS	L	GALADA + N NYANGANA	90	GOMAS STREET
10703869	7 072.52		KMUTS	C	WITBOOI	52	CORN FLOWER
703190055	7 322.20		KMUTS	M+P	NDITHA	23	CLOETE STREET
10670824	7 734.89		KMUTS	DG+CC	JONKERS	21	AGONIA
10704080	7 977.55		KMUTS	EG	APOLLIS	16	EVERLASTING
10174373	8 025.91		KMUTS	JD	ARENDSE	7	SIDODO STREET
703191609	7 934.07		KMUTS	J	JACOBS	3	CORNELIUS STREET
10704475	6 112.41		KMUTS	Z	PAMA	8	DAISY
10704932	1 798.53		KMUTS	N	MABASO	7	DAHLIASTRAAT 2936
10704949	2 172.52		KMUTS	V	KWEKWANA FORTUIN+EMR	5	DAHLIASTRAAT 2936
10365881	7 869.52		KMUTS	W	CORNELIUS	38A	BELL STREET
10703649	8 771.35		KMUTS	M	NCAMILE	14	DAISY
703208406	9 840.59		KMUTS	K	GINYA	6	ANTHONY STREET
10513895	2 385.34		KMUTS	R	LINNEMAN	42	VAN WYK STREET
10155888	9 843.63		KMUTS	VW+N	PLAATJIE	14	KLEINSMIT STREET
703208853	10 665.79		KMUTS	C	ANTHONY	24	ANTHONY STREET
703202606	6 355.42		KMUTS	J	WILLEMSE	14	ZINCKE STREET
10670312	7 816.56		KMUTS	K	WILLIAMS	23	BUTTERCUP
10704516	10 763.56		KMUTS	P	JACOBS	5	EVERLASTING
703202101	8 398.13		KMUTS	PP	NKOHLA	3	ZINCKE STREET
372793443	1 313.60		CVILL	EE	WARELEY	16	MONTE CHRISTO 16
10661455	13 000.85		KMUTS	I	WILLIAMS	61	MONTERAY 14
10703151	13 296.73		KMUTS	M	VAN ROOYEN	4	MOUNT VIEW 16
10162884	10 040.46		KMUTS	CH	JACOBS + J AFRIKA	38	MOUNT VIEW 17
10698624	14 013.62		KMUTS	CJ	PRINS	2705	KLAPMUTS SD KLINIEK
10669862	13 989.67		KMUTS	AA	VISSER	4	BALSOM SQUARE
10698569	14 992.30		KMUTS	T	LOUW	2453	KLAPMUTS SD KLINIEK
10660533	16 556.03		KMUTS	M	DAMPIES	6	SPRINGBOKPARK STREET
10514047	7 527.24		KMUTS	K+J	VAN ROOYEN	8	SMITH STREET
10660959	16 971.90		KMUTS	JR+DD	AGULHAS	65	KUDUPARK STREET
10661352	17 132.50		KMUTS	EE	PRINS	2	KUDUPARK STREET
10653812	17 857.51		KMUTS	AJ	VISSER	3	SIDODO STREET
10693375	18 302.34		KMUTS	MA	MASSENA	13	MERCHANTSTRAAT
703212557	14 320.78		KMUTS	J	VAN ZITTERS	6	JACOBS STREET
10705139	18 633.03		KMUTS	E	SOLANI	57	ARUM LILY
10669446	19 438.28		KMUTS	AC+SC	MATHISON	17	BALSOM SQUARE



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10671076	19 597.38	29 116.03	KMUTS	MR+NF	MAGOLOZA	37	GLODIOLUS
10694802	17 687.52		KMUTS	IJ	ANTHONY	2508	KLAPMUTS SD KLINIEK
703204550	20 543.09		KMUTS	A	JULIES	33	JACK STREET
10162987	21 898.79		KMUTS	W	CORNELIUS	6	MALGAS STREET
703191403	10 163.95		KMUTS	RD+J	STOVERS	11	CORNELIUS STREET
703210809	18 861.84		KMUTS	J	JACOBS	12	MOSES STREET
10171435	23 209.05		KMUTS	F	SIDZUMO	49	VAN NIEKERK STREET
10163005	25 317.12		KMUTS	T	BEUKES	10	MALGAS STREET
10156085	26 239.18		KMUTS	A	DE KOCK	5	SIDODO STREET
703216300	30 594.76		KMUTS	BB	CELESI	42	MOSES STREET
703208152	35 228.23		KMUTS	DG	JACOBS	44	ADAMS STREET
10660784	37 003.11		KMUTS	P	BAADJIES + D KINIWEE	11	SPRINGBOKPARK STREET
10672455	41 124.18		KMUTS	EL	SHAI	2	DAFFODIL STREET
703213101	45 366.26		KMUTS	L	ABRAHAMS	16	NYANGA STREET
703214401	45 885.48	KMUTS	JC+E	DUIMPIES	24	JACOBS STREET	
10163452	46 746.37	KMUTS	H	DE JAGER	82	ADAMS STREET	
10399569	50.00	2 003.35	LACOL	J	BESTER	6	DR MALAN STREET
10650895	47 237.15		LACOL	R+P	MUNNIK	12	DR MALAN STREET
10248449	-	18 709.42	LAMOT	J	WILLEMSE	39	YSTERHOUT
10248212	12.96		LAMOT	J	BOONZAAIER	8	GEELHOUT
10247826	104.31	LAMOT	ME	JONKERS	14	YSTERHOUT	
10258039	361.19	LAMOT	S	PLAATJIES	19	GEELHOUT	
10267381	105.72	LAMOT	S	GREEN	30	YSTERHOUT	
10267161	102.38	3 014.33	LAMOT	J	HARTZENBURG	16	YSTERHOUT
10267525	556.71		LAMOT	F	DE POLA	22	AKKERHOUT
10257818	690.67		LAMOT	RR	JACOBS	3	GEELHOUT
10257698	597.30		LAMOT	JJ	BOONZAAIER	6	YSTERHOUT
10257856	790.06		LAMOT	M	VAN WYK	7	GEELHOUT
10267570	760.38		LAMOT	M	DE JAGER	23	GEELHOUT
10267491	808.56		LAMOT	AS	SEPTEMBER	15	GEELHOUT
10843800	877.80		LAMOT	JJ	VAN ZYL	30	KERSHOUT
10267628	966.82		LAMOT	S	ABRAHAMS	35	GEELHOUT
10257849	969.36		LAMOT	L	OELF	9	GEELHOUT
10248425	942.03		LAMOT	MI	CUPIDO	40	OLIENHOUT
10248315	974.34		LAMOT	A	HARTOGH	4	AKKERHOUT
10257746	1 028.05		LAMOT	B	GALANT	10	KERSHOUT
10248418	983.55		LAMOT	L	METCLAFE	36	OLIENHOUT
10267446	1 033.84	LAMOT	EV	ALKASTER	26	KERSHOUT	
10257911	887.55	LAMOT	N	KALLIES	28	YSTERHOUT	
10257832	1 056.22	LAMOT	A	HENDRICKS	8	AKKERHOUT	
10248016	1 101.49	LAMOT	A	BOEDEL WYLE A GELAND	20	OLIENHOUT	
10258015	1 123.92	LAMOT	JW	WYNAND	28	AKKERHOUT	
10248896	1 074.26	LAMOT	BL	BAARDMAN	23	KERSHOUT	
10267611	1 205.12	LAMOT	RW	DUTHIE	39	GEELHOUT	
10278532	967.46	LAMOT	J	VAN WYK	32	STINKHOUT	
10682351	1 351.03	LAMOT	WL	O'REIN	11	LA MOTTE DAM HOUSES	
10267192	1 222.27	LAMOT	SM	MYBURGH	4	OLIENHOUT	
10248559	1 248.31	LAMOT	CJ	SOLOMONS	41	OLIENHOUT	
10248195	1 297.58	LAMOT	J	CARELSE	9	OLIENHOUT	
10267453	1 310.40	LAMOT	WP	BOONZAAIER	28	KERSHOUT	
10257674	1 300.95	LAMOT	J	KORKEE	10	STINKHOUT	
10257722	1 507.24	LAMOT	A	SIAS	4	KERSHOUT	
10248528	1 477.41	LAMOT	J	DE POLA	34	KERSHOUT	
10248092	1 394.31	LAMOT	A	BURROWS	7	YSTERHOUT	
10247998	1 443.07	LAMOT	D	PAPIER	12	OLIENHOUT	
10248494	1 589.15	LAMOT	EOP	VAN JAARVELD	27	YSTERHOUT	
10248542	1 524.64	LAMOT	I	DE WET	42	KERSHOUT	
10267563	1 502.78	LAMOT	L	PAULSE	25	GEELHOUT	
10267374	1 703.43	LAMOT	H	BURROWS	26	YSTERHOUT	
10248267	1 683.99	LAMOT	AJ	DAVIDS	11	KERSHOUT	
10248171	1 787.77	LAMOT	L	BOUGAARDT	19	OLIENHOUT	
10257973	1 712.91	LAMOT	JR	DANIELS	14	AKKERHOUT	
10257928	1 917.46	LAMOT	H	PARSONS	25	YSTERHOUT	
10267635	1 375.86	LAMOT	SM	DUWE	33	GEELHOUT	
10267518	2 038.71	LAMOT	JA	JEFTHAS	20	AKKERHOUT	
10257887	1 960.03	LAMOT	DM	STALL	7	AKKERHOUT	
10267398	1 965.33	LAMOT	HJ	CYSTER	34	YSTERHOUT	
10248085	1 734.92	LAMOT	BM	STALL	9	YSTERHOUT	
10267329	1 033.56	LAMOT	PM	CAMPHER	5	OLIENHOUT	
10248384	1 944.06	LAMOT	P	KLEIN	30	OLIENHOUT	

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10247321	2 139.51		LAMOT	A	MOUTON	12	STINKHOUT
10248281	1 815.80		LAMOT	J	SAMPSON	7	KERSHOUT
10267312	2 218.86		LAMOT	CW	NOVEMBER	7	OLIENHOUT
10257801	2 532.16		LAMOT	DC	KOOPMAN	4	GEELHOUT
10248607	1 932.18		LAMOT	A	DAMONS	16	GEELHOUT
10248614	2 828.82		LAMOT	M	DAMON	18	GEELHOUT
10843848	2 542.27		LAMOT	WJ	FORTUIN	40	YSTERHOUT
10248597	2 930.75		LAMOT	TJ	FORTUIN	27	OLIENHOUT
10257753	2 753.24		LAMOT	DJ	SKOEMAN	14	KERSHOUT
10278611	2 627.91		LAMOT	JW	BORRELS	22	GEELHOUT
10247778	3 023.61		LAMOT	J	KOLBY	36	STINKHOUT
10257935	2 905.96		LAMOT	CH	VLOTMAN	28	OLIENHOUT
10248164	3 066.18		LAMOT		BARNARD H + STALL RSM(3612170081086)	23	OLIENHOUT
10267154	2 988.22		LAMOT	FJ	LOTTERING	10	YSTERHOUT
10681996	3 204.82		LAMOT	P	BLOEMBERG	37	LA MOTTE DAM HOUSES
10278642	3 666.77		LAMOT	DM	ATSHIPARA	6	STINKHOUT
10257894	3 875.62		LAMOT	EJ	JEPHTAS	9	AKKERHOUT
10248188	3 450.23		LAMOT	E	PETERSEN	13	OLIENHOUT
10247950	3 451.50		LAMOT	A	MESSIAHS	6	OLIENHOUT
10258022	3 930.06		LAMOT	E	ADAMS	29	GEELHOUT
10248906	3 399.25		LAMOT	J	HENDRICKS	21	KERSHOUT
10248621	3 543.23		LAMOT	GJ	WILLIAMS	20	GEELHOUT
10843769	3 679.32		LAMOT	A	DU TOIT	26	STINKHOUT
10267257	3 151.80		LAMOT	J	PEERS	3	YSTERHOUT
10267130	4 725.25		LAMOT	R	DAMONS	16	STINKHOUT
10248669	5 535.41		LAMOT	K	BARON	32	GEELHOUT
10248920	3 891.29		LAMOT	JD	LUKAS	17	KERSHOUT
10248566	6 137.02		LAMOT	A	KOLBY	35	OLIENHOUT
10267178	4 603.39		LAMOT	P	GROENEWALD	1	YSTERHOUT
10257715	7 468.36		LAMOT	W	GALANT	2	KERSHOUT
10267305	6 246.15		LAMOT	C	CLAASSEN	11	OLIENHOUT
10248470	12 058.36		LAMOT	J	DAMONSE	31	YSTERHOUT
10258008	970.19		LAMOT	MM	GROENEWALD	26	AKKERHOUT
10257760	13 755.26		LAMOT	IC	JEFTHAS	21	OLIENHOUT
10247967	14 502.75		LAMOT	C	SEPTEMBER	8	OLIENHOUT
10247716	32 393.28		LAMOT	G	SAMUELS	22	STINKHOUT
10257966	22 047.90		LAMOT	JL	BROWN	15	KERSHOUT
10267343	28 152.07		LAMOT	C	VAN ROOYEN	3	OLIENHOUT
10247709	93 818.51		LAMOT	NG	GUDU	18	STINKHOUT
10267185	37 727.18		LAMOT	M	PAULSE	2	OLIENHOUT
10271872	70.00	0.00	LDOC	G	MOUTON	47	HOOF WAY
10234958	10.07		LDOC	DM	TIEMIE	48	VYGIE STREET
10246849	160.89		LDOC	MT	BOOYSEN	29	OLYF
10235100	48.14		LDOC	R	JANSEN	7	LELIE
10297429	126.46		LDOC	LA+JD	MAQWARA		SUIKERBOS
10251812	140.78		LDOC	NH	VIKILAHLE		AKKER AVENUE
10297436	132.07		LDOC	JM	MAQWARA		SUIKERBOS
10251355	195.33		LDOC	N	MCINGA	2	DISA
10297773	230.47		LDOC	NT	KONJUWAYO	41	AKKER STREET
10251953	200.31		LDOC	L&N	MAMPANA		VYGIE STREET
10247187	206.38		LDOC	P	VAN WYK	40	SURING
10275072	20.11		LDOC	GA	CARELSE	29	VYGIE STREET
10246791	229.13		LDOC	J	VAN WYK	3	OLYF
10297539	274.75		LDOC	N	LOBOLA	21	WILDERKLAWER
10251496	177.77		LDOC	N	TSHANGUTSHA	10	DAHLIA STREET
10252019	196.56		LDOC	T	VELI	13	KAMFER
10234965	282.12		LDOC	S	FREDERICKS	21	VYGIE STREET
10251881	301.22		LDOC	NJ	ZITHO	1	SUIKERBOS
10235760	258.15		LDOC	J	JULIES & LEWIES D	22	LANGELIER
10250134	188.07		LDOC	WM+N	MBALO		SURING
10241703	410.38		LDOC	T	ADAMS	2	SUIKERBOS
10235928	432.82		LDOC	S	BAADJIES	8	LANGELIER
10236149	458.44		LDOC	M	DLABATI	26	LELIE
10247194	545.63		LDOC	J	WILLIAMS	28	SURING
10234707	514.54		LDOC	K	VIKILAHLE	19	AKKER STREET
10275034	360.27		LDOC	JJ	HENDRIKSE	21	VYGIE STREET
10274624	157.05		LDOC	RN	GOSHAI	6	PROTEA
10241215	509.37		LDOC	LP	LUSKAM	5	WILDERKLAWER
10235863	309.66		LDOC	P	SIAS	5	LANGELIER
10246629	434.04		LDOC	A	DE WET		SUIKERBOS
10241648	609.77		LDOC	D	MANUEL		BAARDE

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10241442	660.75		LDOC	M	JULIES	2	BOTTERBLOM
10246928	563.75		LDOC	DS	VAN WYK		BERGSIG
10246526	763.95		LDOC	MP	KING	1	SUIKERBOS
10241693	678.43		LDOC	L+L	THOMAS	5	BAARDE
10235818	757.22		LDOC	P	VAN WYK	34	LANGELIER
10236091	830.27		LDOC	J	MULLER	32	VUURPYL
10235942	804.13		LDOC	C	ABRAHAMS	567	KATSTERT
10241239	904.37		LDOC	A	DE BRUIN	8	WILDERKLAWER
10274765	792.12		LDOC	PA	JANSEN	14	ERICA
10236211	809.99		LDOC	NK	MARTIN	29	VUURPYL
10247235	903.86		LDOC	JM	LODEWYK	5	BOTTERBLOM
10241576	791.22		LDOC	A	AFRIKA	6	BOTTERBLOM
10297498	851.37		LDOC	NG	MAQWARA		WILDERKLAWER
10274552	378.62		LDOC	IM	ABRAHAMS	4	PROTEA
10236077	245.46		LDOC	AEG	OLIVIER	581	VUURPYL
10251221	875.09		LDOC	M	VAN WYNGAARDT	26	TOLBOS
10247046	613.22		LDOC	A+M	ORYAN	34	KATSTERT
10274686	993.73		LDOC	LJ	TEBA	12	PROTEA
10247053	921.77		LDOC	S	DE WEE	25	KATSTERT
10235430	829.84		LDOC	M	VENGE	16	AKKER STREET
10275151	1 010.29		LDOC	JA	CUPIDO	47	VYGIE STREET
10235997	992.78		LDOC	J	MULLER	3	LELIE
10241679	1 250.81		LDOC	K	KLAASEN	21	BAARDE
10251252	1 023.46		LDOC	J	MANUEL	21	TOLBOS
10251269	1 028.34		LDOC	A	ALEXANDER	23	BUCHU
10246966	1 137.92		LDOC	E	KOORDOM	16	LANGELIER
10251609	1 148.40		LDOC	JA	MATEYISE	8	KERK STREET
10241277	1 096.77		LDOC	D	DANIELS	16	WILDERKLAWER
10251898	970.87		LDOC	MS	NTOA	23	SUIKERBOS
10251063	1 259.54		LDOC	H	ADAMS	20	BUCHU
10247125	1 075.16		LDOC	TS	PHELANE		LELIE
10271724	1 150.66		LDOC	A	JURIES	19	HOOF WAY
10251551	1 109.50		LDOC	K	BAKAQANE	5	AKKER AVENUE
10297900	1 178.65		LDOC	J	JOUBERT	2	SUIKERBOS
10241143	1 236.51		LDOC	W	HENDRICKS	13	DAHLIA STREET
10251441	1 316.12		LDOC	J	GEORGE		DISA
10247163	1 291.06		LDOC	P	OCKHUIS	37	SURING
10241507	1 094.82		LDOC	G	VAN WYK	10	WILDERKLAWER
10297522	739.54		LDOC	M	MOTSHOBA		WILDERKLAWER
10246887	1 269.43		LDOC	M	PARSONS	13	BERGSIG
10251465	1 338.39		LDOC	NP	ZUKULU		DAHLIA STREET
10235801	1 400.82		LDOC	LC	SEAS	552	LANGELIER
10271683	1 307.86		LDOC	KJ	RUITERS	11	HOOF WAY
10246643	1 407.31		LDOC	IJ	MANUEL	9	SUIKERBOS
10251472	1 378.98		LDOC	NE	PULO	10	DAHLIA STREET
10236338	1 390.08		LDOC	P	SIMONS	625	LELIE
10241435	1 010.53		LDOC	S	BALENI	13	BOTTERBLOM
10281620	1 367.08		LDOC	B&M	WILLIAMS	8	VYGIE STREET
10235382	1 482.45		LDOC	DC	BASSON	6	WILDERKLAWER
10241174	1 406.93		LDOC	B	VIKILAHLE	4	DISA
10274569	1 437.17		LDOC	G	DU PLESSIS	5	PROTEA
10251489	1 522.91		LDOC	K	MARWANQANA	10	DAHLIA STREET
10247280	1 477.61		LDOC	J	BASSON	3	BOTTERBLOM
10234862	1 430.65		LDOC	KP	MOHAPI	211	VYGIE STREET
10241624	1 268.73		LDOC	JA	BASSON	9	SALIE
10275027	1 326.28		LDOC	MC	GOSHAI	19	VYGIE STREET
10247156	1 471.16		LDOC	J	VLOTMAN	29	SURING
10247091	1 563.24		LDOC	POJ	FLOORS	6	LELIE
10274930	1 508.60		LDOC	JS	JANUARY	11	ERICA
10234721	1 531.42		LDOC	A	NDLAZI	5	AKKER STREET
10241198	1 641.89		LDOC	CS	MOUTON	7	WILDERKLAWER
10234752	1 576.24		LDOC	N	GOBENI	16	AKKER STREET
10246588	1 652.44		LDOC	W	KLAASSEN	8	SUIKERBOS
10275326	1 517.73		LDOC	J	JANUARY	7	AKKER AVENUE
10525157	1 628.50		LDOC	EJ	FREDERICKS	20	BOTTERBLOM
10271865	1 618.22		LDOC	G	CUPIDO	45	HOOF WAY
10235973	1 680.39		LDOC	M	MBIDLANA + NF NAKO	3	KATSTERT
10272189	1 758.88		LDOC	AE	GERTSE	68	HOOF WAY
10246612	1 910.60		LDOC	M	WITBOOI	2	SUIKERBOS
10247118	1 768.76		LDOC	NT	MAQWARA	10	LELIE
10272093	1 553.75		LDOC	H	ABRAMS	48	HOOF WAY

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10235935	1 833.84		LDOC	H	CEDRAS	1	LANGELIER
10274459	1 715.19		LDOC	I	THOMAS	30	HOOF WAY
10274961	1 892.95		LDOC	V	GOSHAI	5	ERICA
10236307	1 843.10		LDOC	A	KLAASEN	622	LELIE
10274521	1 842.47		LDOC	MJ	VAN ROOYEN	1	PROTEA
10274655	1 891.93		LDOC	SJ	DE WET	9	PROTEA
10272024	1 822.70		LDOC	PJ	SWARTS	12	HOOF WAY
10241686	1 765.36		LDOC	M	SAMUELS	27	BAARDE
10272402	1 800.61		LDOC	WJ	CUPIDO	13	BERGSIG
10235399	2 048.91		LDOC	M	MFAKADOLO	17	WILDERKLAWER
10297546	1 812.63		LDOC	F	DAVIDS	28	WILDERKLAWER
10251300	2 233.37		LDOC	D	JACOBS + S PIETERSE	25	TOLBOS
10236369	1 842.08		LDOC	A	WILLIAMS	2	LELIE
10252002	2 010.76		LDOC	M	MASHELE	22	KAMFER
10367199	2 066.52		LDOC	T	MAMPANA	5	VYGIE STREET
10235911	2 098.24		LDOC	SPT	SIAS	3	LANGELIER
10843570	1 931.38		LDOC	A	JOUBERT	4	LELIE
10740178	1 167.89		LDOC	R	WALKER	13	DISA
10251238	2 171.74		LDOC	B	ADAMS	18	TOLBOS
10297591	1 993.34		LDOC	MS	COETZEE	15	BERGSIG
10251582	1 894.66		LDOC	MM	MJAMBA		AKKER AVENUE
10297553	2 167.28		LDOC	MM	MJANDANA		BERGSIG
10272206	1 848.87		LDOC	TE+NT	MOKHELE	2	DAHLIA STREET
10251977	1 638.36	36 022.60	LDOC	NS	SOMDAKA		KAMFER
10241473	2 387.86		LDOC	N	VAN WYK	1	SALIE
10251025	2 209.45		LDOC	M	FREDERICKS	25	KERK STREET
10235959	1 953.22		LDOC	JJ	HENDRICKS	568	KATSTERT
10297515	2 152.81		LDOC	S	KHUNYANA		WILDERKLAWER
10251214	2 249.48		LDOC	H	WILLIAMS	17	TOLBOS
10251324	2 261.33		LDOC	AJ	MARTIN	4	TOLBOS
10251032	2 389.88		LDOC	G	BAADJIES	1	KERK STREET
10234817	1 330.68		LDOC	Z	SOMDAKA	19	VYGIE STREET
10274466	2 353.99		LDOC	PJ	WOLFAARDT	28	HOOF WAY
10241222	2 371.23		LDOC	V	NELSON	3	WILDERKLAWER
10275254	2 222.23		LDOC	C	NELSON	6	VYGIE STREET
10251317	2 409.83		LDOC	DD	CUPIDO	19	TOLBOS
10274992	2 477.51		LDOC	VN	MSHCILELI	13	VYGIE STREET
10275010	2 269.15		LDOC	R	SWARTZ	17	VYGIE STREET
10251104	2 445.13		LDOC	NP	MATHEWS	6	BUCHU
10251180	2 448.37		LDOC	W	GOLIATH	9	TOLBOS
10251386	2 449.11		LDOC	NE	MKOSANA	5	DISA
10246605	2 409.87		LDOC	S	STEPHANIS	10	SUIKERBOS
10235904	2 824.55		LDOC	H	BRANDER	2	LANGELIER
10250275	2 699.01		LDOC	OH	VAN DER MERWE	9	SUIKERBOS
10297467	1 368.08		LDOC	JJ	WILLEMSE	3	SUIKERBOS
10275216	2 478.47		LDOC	CW	MARTIN	1	VYGIE STREET
10275003	1 439.26		LDOC	MK	CUPIDO	15	VYGIE STREET
10275302	2 687.48		LDOC	MM	CUPIDO	3	AKKER AVENUE
10297735	2 690.01		LDOC	NJ	LUFEFE		LELIE
10274507	2 576.24		LDOC	A	DAMPIES	24	HOOF WAY
10251393	2 701.08		LDOC	NS	MQOKOZO	7	DISA
10251159	2 397.66		LDOC	K	DE JAGER		BUCHU
10272378	2 728.05		LDOC	J	MOSES	10	BERGSIG
10251537	2 977.15		LDOC	NF	MSHCILELI		AKKER AVENUE
10235612	2 498.42		LDOC	A	FREDERICKS	2	AANDBLOM
10274428	2 308.39		LDOC	L	PETERSEN	34	HOOF WAY
10274545	2 855.72		LDOC	F	WILLIAMS	3	PROTEA
10272055	2 694.53		LDOC	A	VRIES	18	HOOF WAY
10271810	3 175.09		LDOC	J	STRYDOM + W.MEKENZIE	35	HOOF WAY
10274899	3 205.61		LDOC	H	TITUS	19	ERICA
10235492	3 098.49		LDOC	RR+NC	MASIU	10	AKKER STREET
10272048	2 407.77		LDOC	D	NICOLS	16	HOOF WAY
10236187	2 651.87		LDOC	H	KOORDOM + A. VAN NIEKERK	15	VUURPYL
10271999	2 913.52		LDOC	RR	PECEUR	6	HOOF WAY
10274820	3 287.78		LDOC	DJ	FREDERICKS	2	ERICA
10275168	3 077.15		LDOC	P	SOLOMONS	11	VYGIE STREET
10271755	3 417.95		LDOC	HW	SAMUELS	23	HOOF WAY
10251506	3 189.61		LDOC	TV	MALANGENI	10	AKKER AVENUE
10251348	2 322.08		LDOC	N	NYOTO	9	DISA
10274954	2 834.06		LDOC	GJ	ARNOLDUS	7	ERICA

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10272426	3 580.60		LDOC	EJH	FLORIS	40	HOOF WAY
10246564	3 259.14		LDOC	A	GEDULD	11	SUIKERBOS
10272309	3 631.28		LDOC	WB	KANA	1	BERGSIG
10272172	3 538.61		LDOC	H	MOSES	66	HOOF WAY
10274710	3 507.34		LDOC	J	JONES	24	ERICA
10235643	3 617.65		LDOC	G	BOOYSEN	17	AANDBLOM
10251984	1 549.79		LDOC	M	NOMBOLA	6	KAMFER
10271669	3 500.63		LDOC	DH+RP	DELPORT	7	HOOF WAY
10275113	3 594.06		LDOC	DP	VAN WYK	37	VYGIE STREET
10274538	3 730.15		LDOC	G	SIAS	2	PROTEA
10247060	3 109.56		LDOC	D	MOSES	27	LELIE
10246980	3 445.53		LDOC	Z	APLENI		LANGELIER
10235076	3 620.77		LDOC	MG	WILLIAMS	55	LELIE
10234738	3 251.44		LDOC	M	MBANGI	20	AKKER STREET
10272079	3 740.77		LDOC	LA	SCHEEPERS	44	HOOF WAY
10271762	4 029.25		LDOC	G	AFRIKA	25	HOOF WAY
10843525	3 730.39		LDOC	D	VILJOEN	4	KATSTERT
10274875	3 549.13		LDOC	JF	VOLMINK	23	ERICA
10250172	4 668.92		LDOC	J+M	ALBERTYN	1	BOTTERBLOM
10235667	4 261.78		LDOC	JD	WILLIAMS	3	VUURPYL
10241459	4 745.82		LDOC	J	AFRIKA	5	SALIE
10272031	4 481.78		LDOC	D	SOLOMONS	14	HOOF WAY
10271906	5 114.29		LDOC	L	SWARTS	55	HOOF WAY
10274837	5 099.06		LDOC	AC+NM	MARTIN	31	ERICA
10251070	3 713.09		LDOC	W	DAWIDS	7	BUCHU
10250347	4 715.59		LDOC	N	WILLIAMS	1	KATSTERT
10274514	3 838.61		LDOC	J	MASEKO	22	HOOF WAY
10272127	4 637.75		LDOC	SJ	CIJSTER	54	HOOF WAY
10275096	5 383.40		LDOC	M	DANIELS	33	VYGIE STREET
10274648	5 450.05		LDOC	P	APRIL	8	PROTEA
10509995	5 612.92		LDOC	B	JOHANNES	188	AKKER STREET
10272251	5 401.68		LDOC	D	WILLIAMS	5	DAHLIA STREET
10235519	3 499.02		LDOC	BW	XUNGE	16	DISA STREET
10271786	2 477.23		LDOC	NB	STEPHENS	29	HOOF WAY
10274923	5 493.80		LDOC	NJ	JOHN	13	ERICA
10251843	5 052.00	37 865.61	LDOC	L	BALENI		SUIKERBOS
10251276	4 232.23		LDOC	T	PIETERSEN	10	TOLBOS
10251520	5 228.87		LDOC	Z	DUMEZWENI	13	AKKER AVENUE
10251544	5 491.33		LDOC	RV	SITELA	7	AKKER AVENUE
10272062	4 996.55		LDOC	D	CUPIDO	20	HOOF WAY
10271779	6 151.51		LDOC	JPL	ROBYN	27	HOOF WAY
10246533	7 863.80		LDOC	J	ABRAHAMS	4	SUIKERBOS
10236266	7 247.60		LDOC	NJ	MGAYI	13	KATSTERT
10250251	7 631.49		LDOC	A	BAADJIES		SUIKERBOS
10272268	8 405.46		LDOC	D	CLAASSEN	8	AKKER AVENUE
10235650	9 042.75		LDOC	AJ	ANDERSON	18	VUURPYL
10271982	10 436.48		LDOC	PA	MANUEL	4	HOOF WAY
10275120	14 812.11		LDOC	NE	TSHITSHIBA	39	VYGIE STREET
10236314	20 826.67		LDOC	M	SOLONTSI	623	LELIE
10247022	24 551.83		LDOC	M	NEETHLING	24	BUCHU
10274916	30 905.61		LDOC	E	SWARTS	15	ERICA
10274813	33 547.26		LDOC	J	HARRIS	4	ERICA
10275319	35 438.92		LDOC	M	CAROLISSEN	5	AKKER AVENUE
10297508	42 048.12		LDOC	NM	MAQWARA		WILDERKLAWER
10297869	38 995.83		LDOC	J	LOUW	9	BOTTERBLOM
10236039	65 567.72		LDOC	HJ	JOUBERT	23	LELIE
10235533	64 092.15		LDOC	M	FETHE + N MBANGI	20	DISA STREET
10297577	11 380.77		LDOC	M	MFAZWE		BIESIE
10271827	53 054.93		LDOC	W	WILLIAMS	37	HOOF WAY
10297924	166 334.02		LDOC	S	CLAASEN	12	VUURPYL
10376104	67 961.54		MDRIF	FJ	SCHOOMBEE	66	JONKERSHOEK WAY
321102812	302.71		PBERG	JJ	JANSE-VAN VUUREN	8	NAGTEGAAL
10256491	17.68		PNIEL	MD+A	ADAMS		SIMONSBERG STREET
100248	6.00		PNIEL	GN	VAN GRAAN	43	MAIN ROAD
10256446	1.55		PNIEL	KB	DANIELS		SIMONSBERG STREET
10256439	96.64		PNIEL	JAD	ADAMS		SIMONSBERG STREET
10256518	91.24		PNIEL	F	LEWIS		SIMONSBERG STREET
100052	101.21		PNIEL	EM	DAVIDS	47	MAIN ROAD
100632	407.30		PNIEL	HI	LEWIS	20	KASTAIING STREET
100662	309.28		PNIEL	HE	LACKAY	17	SILWERMYN STREET
100785	331.85		PNIEL	LC	LACKAY	21	SIMONSBERG STREET
372795050	3 468.46		CVILL	MT	PETERSEN	14	MONTERAY 14

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
100806	780.91		PNIEL	GJ	DANIELS	9	KASTAIING STREET
372797083	4 470.63		CVILL	R	THEUNISSEN	16	MOUNT VIEW 16
10256604	877.87		PNIEL	W	JULIES		SIMONSBERG STREET
100376	1 274.63		PNIEL	D	WALDUCK	14	MIDDEL STREET
100618	1 504.94		PNIEL	CH	LACKAY	31	KASTAIING STREET
100237	1 607.42		PNIEL	SC	SOLOMONS	55	MAIN ROAD
10636855	1 103.75		PNIEL	E+AJ	MENTOOR	20	PINE STREET
100924	1 527.80		PNIEL	R	SAMUELS	15	KASTAIING STREET
100169	2 116.16		PNIEL	PW	MYBURGH	4	MIDDEL STREET
100634	2 316.31		PNIEL	E	CUPIDO	10	KASTAIING STREET
10256556	1 929.08		PNIEL	T	ADAMS		SIMONSBERG STREET
100322	1 771.73		PNIEL	JB	ADAMS	9	RIVIER STREET
100279	3 832.60		PNIEL	D	WILLIAMS	40	KLOOF STREET
100808	3 839.01		PNIEL	UC	GALANT	11	KASTAIING STREET
100887	4 392.96		PNIEL	FPA	WILLIAMS	19	HILL STREET
10365771	3 742.63		PNIEL	B	HENDRICKS		MIDDEL STREET
100261	5 634.02		PNIEL	AA	WILLIAMS	25	HILL STREET
100161	6 063.83		PNIEL	MRC	NICHOLLS	5	SIMONSBERG STREET
100142	5 907.78		PNIEL	LP	LACKAY	15	PASTORIE AVENUE
100608	6 194.68		PNIEL	D	PETERSEN	7	SILWERMYN STREET
372797162	133 522.21		CVILL	PM	CHRISTIANS	17	MOUNT VIEW 17
100433	27 310.97		PNIEL	D	JEFTHAS	3	OAK STREET
10140750	3 257.38		RAITH	JJ+FR	HENEKE		SHAW CLOSE
10843532	3 360.72		RAITH	GP	ABRAHAMAS		HERMAN STREET
441150005	-	838.96	TVILL	MG+C	LEITH	68	LONG STREET SOUTH
442540014	49.97	1 237.13	TVILL	S+DF	JACOBUS	5	BAILEY STREET
442620013	200.00	1 250.75	TVILL	E+S	WILLIAMS	26	NOBLE STREET
441600517	166.31		TVILL	C	LAKAY EN J	36	LAPPAN STREET
441600304	1 906.67		TVILL	H	PETERSEN	34	TENNANT STREET
442190004	2 397.01		TVILL	D	PIETERSEN EN M	12	SECONDS STREET
10107933	24 403.95		TVILL	S	STEVENS	9	SECONDS STREET
10654301	3 826.42		UPARK	AGL	DE LANGE	26	WATER WAY
10080450	-	15 359.94	USING	CM	MOHAMMED		MUN-AURORA
10081705	-	100 644.70	USING	M	POOLE	77	MUN-PHYLLARIA
10228362	-	85 741.10	USING	MP	MOSES		LAVANDA
10313200	-	11 338.05	USING	I	STEYN		LAVANDA
10108460	-	10 205.42	USING	J	ESAU		MUN-AURORA
10619135	-	5 127.67	USING	E	PIETERSEN		MUN-KAMMALIELIELAND
111030196	-	4 644.74	USING	EF	JONES		LAVANDA
10183742	-	3 477.67	USING	F	MANUEL		LAVANDA
10642757	-	2 552.07	USING	DD	KENNEDY		MUN-AURORA
10733842	-	2 500.90	USING	CL	JONKER		MUN-AURORA
10023143	-	2 235.24	USING	A	LINDOOR		LAVANDA
10622230	-	2 060.24	USING	GJ	MORRIS		LAVANDA
112040899	-	1 815.73	USING	E	FAROA		MUN-AURORA
111030385	-	1 389.39	USING	S	FLINK		LAVANDA
10420210	-	1 355.45	USING	N	RAZIET	77	MUN-PHYLLARIA
111051267	-	1 289.39	USING	J	BOWERS		LAVANDA
111020874	-	1 056.22	USING	E	SCHOLTZ		LAVANDA
10019195	-	931.84	USING	SM	SOLMS		MUN-AURORA
10221705	-	792.52	USING	FC	VENTER		LAVANDA
10507838	-	448.92	USING	F	HINDS	77	MUN-PHYLLARIA
10264412	-	47.52	USING	C	MOSES		LAVANDA
10214864	-	15.16	USING	K	VAN DER MERWE		LAVANDA
10239867	-	0.24	USING	K	KHAN		LAVANDA
10030510	50.00	14 530.90	USING	AL	SAMUELS		LAVANDA
112010483	66.70	792.22	USING	S	LOURENS		MUN-AURORA
10513424	71.13	14 271.44	USING	DJ	JUTA		LAVANDA
10520286	100.00	6 637.67	USING	A	DREYER		LAVANDA
111060148	140.00	914.39	USING	M	RAS		LAVANDA
10537505	-	1 544.39	USING	LE	COUTER		LAVANDA
10115208	-	3 370.74	USING	G	ADRIAANSE		MUN-AURORA
10025695	95.69		USING	M	HARDY		LAVANDA
10691074	-	1 917.80	USING	J	SWARTZ	77	MUN-PHYLLARIA
112031176	-	82 290.42	USING	MW	JUMAT		MUN-AURORA
10021653	-	765.24	USING	LC	BRANDT		LAVANDA
10069877	-	2 075.52	USING	I	KOELMAN	77	MUN-PHYLLARIA
10716191	5.62	33 489.07	USING	JJ	SIMONS	77	MUN-PHYLLARIA
112040679	-	2 045.24	USING	HJ	SWART		MUN-AURORA
10141177	-	2 145.24	USING	AP	GOLDING		MUN-AURORA
10508097	26.94	2 506.74	USING	VJM	GONZALVES	77	MUN-PHYLLARIA
111040229	200.00	1 676.22	USING	P	KOOPMAN		LAVANDA

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10006760	72.75	2 633.90	USING	VN	BLANKENBERG		MUN-AURORA
10650091	450.00	11 599.50	USING	JA	PIETERSEN		MUN-AURORA
10825907	428.07	2 508.34	USING	MC	ADRIAANSE		MUN-AURORA
10152634	310.25		USING	HG	SMITH	77	MUN-PHYLLARIA
112030759	400.25		USING	F	CHRISTIANS		MUN-AURORA
10637715	725.76		USING	PA	STONE		MUN-AURORA
10161773	181.47		USING	EJ	DE VOS	77	MUN-PHYLLARIA
10846803	15.00		USING	DC	DIAMOND		MUN-AURORA
10249361	1 280.25		USING	RE	CHRISTIANS		MUN-AURORA
10709944	1 380.25		USING	JG	AMBROSE		MUN-AURORA
10036860	1 680.25		USING	E	DE RUITER		LAVANDA
10191749	1 810.25		USING	I	DOURIES	77	MUN-PHYLLARIA
10841183	1 781.88		USING	CET	ISAACS		MUN-AURORA
113030745	1 880.25		USING	VT	MOLEFE	77	MUN-PHYLLARIA
10714467	1 880.25		USING	JA	DIAMOND		MUN-AURORA
10666182	1 880.25		USING	JL	FREDERICKS		MUN-AURORA
10666845	2 110.25		USING	J	PIENAAR	77	MUN-PHYLLARIA
112060945	1 719.25		USING	EA	VON WILLINGH		MUN-AURORA
10045765	1 769.25		USING	KL	ORTELL		MUN-AURORA
10121674	2 465.18		USING	MJ	AUGUST		MUN-AURORA
10135440	2 219.25		USING	CC	APOLLUS	77	MUN-PHYLLARIA
10076330	421.25		USING	MB	PIETERSEN	77	MUN-PHYLLARIA
10109715	2 820.11		USING	N	DENYSSEN	77	MUN-PHYLLARIA
113040658	1 971.25		USING	ES	ROBYN	77	MUN-PHYLLARIA
113010682	5 234.04		USING	CE	DAVIDS	77	MUN-PHYLLARIA
10498022	2 371.25		USING	N	HARTZENBERG		LAVANDA
10073533	3 071.25		USING	A	MEYER		LAVANDA
112060756	6 716.04		USING	MQ	SMITH		MUN-AURORA
112030591	8 252.00		USING	G	EGGER		MUN-AURORA
113061183	4 964.38	80 313.50	USING	G	RHODA	77	MUN-PHYLLARIA
10141782	34 932.34		USING	DJ	JUTZEN	77	MUN-PHYLLARIA
10270338	23.73		WEMHK	AK	PAPIER	18	JACARANDA
10270084	216.99		WEMHK	AE	BATIST	7	PROTEA
10270053	395.81		WEMHK	DSM	FEBRUARIE	1	PROTEA
10270060	466.81		WEMHK	HP	BENANS	3	PROTEA
10270668	235.92		WEMHK	KW+E	PIETERSEN	20	PROTEA
10270565	551.33		WEMHK	A+J	LEWIS	8	GOUSBLOM
10270132	532.83		WEMHK	S	PECEUR	9	PETUNIA STREET
10269967	358.76		WEMHK	M	AFRIKA	6	PROTEA
10271023	176.16		WEMHK	JM	AFRIKA	43	PROTEA
10270493	476.61	111.56	WEMHK	D+C	JOHANNES	1	GOUSBLOM
10270280	550.91		WEMHK	JA+E	WYNAND	4	JACARANDA
10270761	771.52		WEMHK	G+MS	ADAMS	3	LEEUBEKKIE STREET
10271243	791.68		WEMHK	NC	JOHNSON	11	WILGER STREET
10296466	724.88		WEMHK	H+E	JONES		LEEUBEKKIE STREET
10270840	918.52		WEMHK	L	COLLINS	18	LEEUBEKKIE STREET
10271009	771.93		WEMHK	J	KLEINSMITH	44	PROTEA
10270417	838.42		WEMHK	P+J	GALANT	9	LELIE STREET
10270534	868.12		WEMHK	W	VLOTMAN	17	GOUSBLOM
10271133	840.49		WEMHK	DJ	CAROLIS	25	PROTEA
10270747	878.38		WEMHK	AD	ROBAIN	9	LEEUBEKKIE STREET
10270558	603.25		WEMHK	F+L	CLAASSEN	6	GOUSBLOM
10270974	967.95		WEMHK	A	PAPIER	38	PROTEA
10270936	984.33		WEMHK	SE	DAVIDS	30	PROTEA
10271047	998.51		WEMHK	M	VAN WYNGAARDT	5	SCHOOL STREET
10270228	998.83		WEMHK	HM	PETERSEN	17	JACARANDA
10270819	1 021.46		WEMHK	J	WILLEMSE	12	LEEUBEKKIE STREET
10270194	694.87		WEMHK	J+SK	NOMDOE	10	PETUNIA STREET
10270888	1 086.81		WEMHK	S	COETZEE	32	LEEUBEKKIE STREET
10270307	1 227.54		WEMHK	MA	OLIPHANT	12	JACARANDA
10271360	1 121.95		WEMHK	J+R	JULIES	10	WILGER STREET
10277218	1 142.58		WEMHK	P+C	JULIES	43	PROTEA
10271061	1 189.99		WEMHK	N+ID	ABRAHAMS	11	SCHOOL STREET
10270266	1 327.13		WEMHK	C+J	NOMDOE	5	JACARANDA
10271250	1 226.73		WEMHK	CL+RJ	SMITH	9	WILGER STREET
10270929	1 400.22		WEMHK	HLM	MEIRING	26	PROTEA
10271298	1 411.38		WEMHK	WJ+F	MARCUS	4	WILGER STREET
10271092	1 442.60		WEMHK	JA+CF	JACOBS	37	PROTEA
10269943	1 493.36		WEMHK	V	AFRICA	2	PROTEA
10277445	1 431.22		WEMHK	HJ	VAN DER WESTHUIZEN	1	SCHOOL STREET
10270187	1 525.32		WEMHK	J+L	BASSON	4	PETUNIA STREET

Account	90P	Arran+Legal	Suburb	Initials	Surname	StreetNo	StreetName
10270792	1 571.00		WEMHK	AJ+M	JACOBS	8	LEEUBEKKIE STREET
10277160	1 451.13		WEMHK	L+E	CLOETE	25	PRINS AFRIKA AVE
10277153	1 568.17		WEMHK	F+MM	CAROLISSEN	4	SONNEBLOM
10271418	1 619.07		WEMHK	GT+MC	MOODIE	6	PETUNIA STREET
10271126	1 334.38		WEMHK	N+CF	JURIES	29	PROTEA
10270754	1 643.14		WEMHK	R+MJ	WILLEMSE	5	LEEUBEKKIE STREET
10271078	1 714.58		WEMHK	J+SL	AFRIKA	41	PROTEA
10270204	1 921.19		WEMHK	W	CLAASEN	12	PETUNIA STREET
10270424	1 715.34		WEMHK	D+W	PIETERSEN	7	LELIE STREET
10270541	1 929.32		WEMHK	E+M	ESTERHUIZEN	4	GOUSBLOM
10628580	1 003.53		WEMHK	C+U	FESTUS	26	GOUSBLOM
10271425	1 078.79		WEMHK	GJ+A	AUGUST	8	JACARANDA
10270510	2 345.16		WEMHK	WJ+LM	WILLIAMS	4	LELIE STREET
10270486	2 300.36		WEMHK	DP+YM	PECEUR	3	GOUSBLOM
10270943	2 218.70		WEMHK	WJ+L	GELAND	32	PROTEA
10277452	2 402.66		WEMHK	JK	JOHNSON	4	VYGGIE STREET
10271353	2 606.66		WEMHK	J+MJ	SIVANDA	8	WILGER STREET
10271140	2 561.34		WEMHK	I+R	CAROLUS	23	PROTEA
10271308	2 741.13		WEMHK	C+R	MOHAMED	6	SONNEBLOM
10271281	2 503.91		WEMHK	R+UD	ROBAIN	2	WILGER STREET
10270462	2 760.00		WEMHK	D+P	JONES	7	GOUSBLOM
10270170	2 640.11		WEMHK	J	SAMPSON	6	PRINS AFRIKA AVE
10271195	2 888.31		WEMHK	J	COLLINS	19	WILGER STREET
10271384	2 659.91		WEMHK	M+K	PAPIER	3	SONNEBLOM
10271102	2 386.35		WEMHK	P	ARNOLDUS	33	PROTEA
10271339	3 169.10		WEMHK	S	ARNOLDUS	33	PRINS AFRIKA AVE
10270527	3 544.65		WEMHK	GJ+V	BEZUIDENHOUT	6	LELIE STREET
10271315	4 035.74		WEMHK	N+VS	BRAMA	37	PRINS AFRIKA AVE
10271391	3 635.53		WEMHK	D+LJ	ENGELBRECHT	5	SONNEBLOM
10270785	4 278.09		WEMHK	PJ+S	LEWIS	6	LEEUBEKKIE STREET
10843518	3 291.21		WEMHK	I+A	STEVENS	12	ANGELIER STREET
10271119	4 457.59		WEMHK	D	PIETERSEN	31	PROTEA
10271188	4 760.73		WEMHK	J	PETERSEN	2	SCHOOL STREET
10277177	6 225.16		WEMHK	DA+R	DUIMPIES	5	WILGER STREET
10270651	4 453.12		WEMHK	C+E	VAN WYNGAARD	32	GOUSBLOM
10270778	7 098.73		WEMHK	J+J	ANDREWS	1	LEEUBEKKIE STREET
10270967	6 586.42		WEMHK	EJ	CLAASEN	36	PROTEA
10273513	7 813.41		WEMHK	LW+PA	WATSON	14	ANGELIER STREET
10277342	5 214.94		WEMHK	F+S	SOLOMONS	46	PROTEA
10271274	8 049.33		WEMHK	C+S	FISCHER	29	PRINS AFRIKA AVE
10270273	14 391.85		WEMHK	I+L	DAVIDS	3	JACARANDA
10277115	9 826.68		WEMHK	J+M	ADAMS	7	LEEUBEKKIE STREET

10 946 599.59	2 606 497.57
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10 946 599.59	2 606 497.57
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Account	Suburb	Erf No	Surname	Initials	Balance for Write-off	Comment/Reasons for Write-off
10408629	Sundry	0	Country Rose Nursery		R 27 280.78	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Sewerage Clearance Tanks Debt since 08/2008-06/2009
113020564/10712300	Using	2149	Pieterse	HF	R 109 486.74	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Housing rental Pre 10/2010
10106451/10814158	Kmand	1080	Mfazwe	B	R 123 969.59	Recovery Procedures followed, but no success. Some Debt Prescribed . Rental/Water since before 09/2009 till 06/2015
820936907/10837427	Sundry	0	Wakefield	RE	R 129 891.20	All Recovery procedures followed, including handover to attorneys. No success and some Debt Prescribed. Medical Aid Contributions since 05/2011. Clients Deceased.
10402771/10737891	Sundry	0	Koen	KJ	R 77 511.70	All Recovery procedures followed, including handover to attorneys. No success and some Debt Prescribed. Medical Aid Contributions since 02/2009 . Medical aid cancellation.
820025083	Sundry	0	Fiona Jubelin		R 26 781.48	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Recoverable Costs of Damaged Electrical Cables since 06/2010
112040105/10713765	Using	2149	Jansen	JM	R 88 585.22	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Rent and services since before 2004/09 till 2010/10
10713538/10234769	Ldoc	199	Xunge	M	R 64 257.15	All Recovery procedures followed, including handover to attorneys. No success. Mr Xunge deceased and wife cannot be traced. New owners already paid R 32 350 towards previous owner's debt. Due to some Debt Prescribed and current Court precedent, recommend write off and sales process to be concluded.
10717305	Kmand	464	Piedt	D	R 257 647.30	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Services before 12/2013
707072030	Kylemore	124	Kylemore Liefdadigheids Genootskap.		R 184 309.49	The Genootskap has been defunct for many years. After subdivision of the stand, it took more than 20 years to get funding together to transfer the properties to the beneficiaries. Only when the last stand was sold, the money was found. The entire proceeds of the sale was allocated to the transfers and the remaining outstanding debt cannot be recovered from an organisation that no longer exists.

Account	Suburb	Erf No	Surname	Initials	Balance for Write-off	Comment/Reasons for Write-off
10486856	Kmand	81/2	Haborone Africa		R 625 842.56	All Recovery procedures followed, including handover to attorneys, no success. Eviction order by court. Not cost effective for further recovery and some debt Prescribed. Rental of Kayamandi Corridor since before December 2015
10725656	Tville	9539	Campwell Hardware		R 21 249.98	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Services since April 2013
10808610/10113419	Kmand	1080	Lugulwana	AB	R 37 632.30	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Rental since before 2004/09 till 12/2008
10739044/10106774	Kmand	1080	Mila	W	R 44 559.88	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Rental since before 2004/09 till 10/2008
10627503/10781522	Kmand	1612	Nomnganga	Z	R 22 554.18	All Recovery procedures followed, including handover to attorneys. No success and some Debt Prescribed. Illegal occupancy
10749452/10118218	Kmand	1080	Zulu	ZS	R 24 003.13	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Rental since before 09/2004 till 08/2006
10143430/10825828	STPLA	699	Vredelus PTY Ltd (Somerset College		R 318 042.06	Resolution of long standing dispute. Settlement Agreement for payment of R 1 168 903.92 and written off of outstanding interest
10746600	Using	2149	Rhode	Z	R 101 534.67	All Recovery procedures followed, including handover to attorneys. No success and some Debt Prescribed. Rental since before 2004/09 till 05/2016
10724088	STPLA	8043	Spies	TB	R 20 299.61	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Services since before 2004/09 till 06/2013
10716782	Dorps	4144	Medicine Chain		R 20 825.98	All Recovery procedures followed, including handover to attorneys. No success and Debt Prescribed. Services since before 09/2004 till 03/2011
10709126	Cville	7092	Adams	M	R 24 121.52	Debt Prescribed. of Services 2007/09-2014/09 : Transfer of services not done
10722347	Ival	10592	Le Roux	CC	R 25 516.20	Debt Prescribed. of Services 2009/06-2012/07 : Transfer of services not done
10143980	Sent	1270	Purus Trading Co Pty Ltd		R 22 076.53	Debt Prescribed. of Services Before 2004/09
10708132	STPLA	609	Oberholtster	YS	R 61 412.62	All Recovery procedures followed, including handover to attorneys. Insolvent Estate. Danger of contribution.

Account	Suburb	Erf No	Surname	Initials	Balance for Write-off	Comment/Reasons for Write-off
10725711	Sent	1237	East 52ND CC		R 36 684.01	All Recovery procedures followed, including handover to attorneys. Account outstanding since before 10/2011. No success and Debt Prescribed.
10715169/10329920	Fdorp	573	JA Franschoek Butchery		R 32 065.16	All Recovery procedures followed, including handover to attorneys. Account outstanding since before 06/2011. No success and Debt Prescribed.
10733457	Using	2149	Daniels	K	R 63 679.31	All Recovery procedures followed, including handover to attorneys. Account outstanding since before 06/2010. No success and Debt Prescribed.
10735806/10498170	Lamot	210	Williams	FC	R 76 915.42	Illegal occupants on erf. Owner could only take occupancy during June 2015.
					<b>R 2 668 735.77</b>	

7.5	<b>HUMAN SETTLEMENTS: (PC: CLLR PW BISCOBE)</b>
7.5.1	<b>PROPOSED DISPOSAL (THROUGH A LAND AVAILABILITY AGREEMENT) OF MUNICIPAL LAND, A PORTION OF PORTION 4 OF FARM NO 527 AND A PORTION OF THE REMAINDER OF FARM 527, BOTH LOCATED IN JAMESTOWN, STELLENBOSCH AND THE APPOINTMENT OF A TURNKEY DEVELOPER IN ORDER TO FACILITATE THE DELIVERY OF STATE SUBSIDIZED HOUSING UNITS, SERVICED SITES FOR AFFORDABLE HOUSING UNITS, GAP HOUSING UNITS AND HIGH INCOME HOUSING UNITS</b>

## 1. PURPOSE OF REPORT

The purpose of this report is for Council to consider:

- (i) the disposal of municipal land, being a portion of Portion 4 of Farm No 527 and a portion of the Remainder of Farm No 527, located at Jamestown, Stellenbosch through a Land Availability Agreement (LAA); and
- (ii) to allow the Municipal Manager to commence the process of appointing a Turnkey Developer through a Call for Proposals in order to facilitate the delivery of a range of housing options on the land parcels identified in (i) above and indicated in Figure 2 below.

## 2. BACKGROUND / STATUS QUO

### 2.1 Development Rights: Portion 4 of Farm No 527

#### 2.1.1 Existing Approval

At a meeting of the Council of the Stellenbosch Municipality held on 30 May 2013, Council resolved, amongst others, as follows:

- “(a) that Council’s resolution dated 28-02-2012 be rescinded and replaced as follows:*
- (i) that the application for the subdivision of the property in terms of Section 25 of the Land Use Planning Ordinance, 1985, Ordinance 15 of 1985 (LUPO) be approved ...”*
  - (ii) that the application for the rezoning of Portion 4 of the property in terms of Section 16 of the LUPO, be approved, to create a subdivisional area ...”*

In terms of the above resolution, the Subdivisional Area must allow for the following development:

- (i) Approximately 395 single residential erven with sizes varying between 100m<sup>2</sup> and 450m<sup>2</sup>, Zoned Single Residential, with special development for additional dwelling units and occupational uses, and departures from building line and coverage parameters, to allow semi-detached and row housing.
- (ii) Approximately 176 dwellings on more or less 9 erven, zoned General Residential.

- (iii) Educational Institution / Place of Worship erf for use as a day care facility and religious purposes.
- (iv) Public Open Space of no less than 5,2 hectares.
- (v) Local Authority for taxi rank.
- (vi) Local Authority for street purposes.

The Development Plan approved as part of this Council Resolution provided for the development to be completed in 3 Phases as indicated in Figure 1 below.



**Figure 1: Approved township establishment on Portion 4 of Farm 527, Stellenbosch**

### 2.1.2 Phase 1

Phase 1 of the development, comprising a total of 162 state subsidised residential units on 120 m<sup>2</sup> erven, has already been constructed and was completed in December 2016.

### 2.1.3 Temporary Relocation Area (TRA)

A Temporary Relocation Area (TRA) had to be established to accommodate the existing families resided on the access road to the site where the contractor had to start with the services of the 162 erven.

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The TRA is located in the southern corner of the site on a significant portion of the development area earmarked for Phase 3 of the development as per the Development Plan in 2.1 above. This TRA, originally intended to accommodate approximately 50 temporary structures, has now grown to the extent that there are currently approximately 170 structures due to the relocation of the families affected by a devastating fire and the eviction order instituted by the owners of Blaauwklippen.

#### 2.1.4 Phase 2

Phase 2 of the approved development proposal is located in the north-eastern corner of Portion 4 of Farm 527 wedged between the recently completed (December 2016) Phase 1 to its west and the existing sportsfield to its east.

Phase 2 covers an area of 6.5401ha and approval has been granted for the development of:

- 150 Single Residential units (120 sq m erven on 3.1724ha) earmarked for subsidy housing;
- 90 higher density General Residential units (2-storey flats);
- 25 Single Residential units (200 sq m erven located in the transition area between the existing Jamestown and the new development);
- 1 Public Open Space (playlot);
- 1 Institutional Use erf; and
- A Local Authority Use erf (taxi rank).

It is envisaged that Phase 2 be developed in the short / medium term either as a stand-alone project or together with the approved Phase 3.

#### 2.2 Remainder Farm 527

The Remainder of Farm 527 is zoned Agriculture and is currently, and has historically, been used for agricultural purposes, mainly for the cultivation of grapes. The Stellenbosch Municipality: Housing Pipeline (Annual Review) dated 15 June 2016 indicates the development potential for a portion of this property to be in the region of 850 housing opportunities with proposed timelines for construction of 3-5 years and 5-10 years. The location of the property in relation to Portion 4 of Farm 527 is presented diagrammatically in Figure 2 overleaf.

### 3. DISCUSSION

#### 3.1 The Concept of Turnkey Development as opposed to the Conventional “Contractor Approach”

The conventional approach to housing development used extensively over the years is a cumbersome process for municipalities, fraught with pitfalls and risks associated with the management of a wide range of disciplines from conceptual development stage up to handover of a finished product to the end-user / beneficiary. Project funding and financial management of the project, to a large extent, rests with the municipality.

Typical steps for the municipality in this process include:

- Land identification;
- Budget process for planning and design phase;
- Tender process for planning phase;
- Identification of end-users / beneficiaries;
- Concept development and planning;
- Obtaining development rights & township establishment;
- Budget process for detailed design and construction phase;
- Tender process for detailed design;
- Detailed design approval processes;
- Tender process for construction phase;
- Project management during construction phase;
- Monitoring compliance to municipal standards and regulations;
- Approval of finished product; and
- Handover of finished product to end-user / beneficiary (subsidy units).

In a Turnkey Development, the developer is appointed by the municipality through a competitive public process to do all the work related to the successful completion of the project, including:

- Planning of the land identified;
- Township establishment process;
- Design and installation of internal reticulation services;
- Construction of houses to municipal requirements and compliance;
- Obtaining municipal approvals and occupancy certificates; and
- Transfer of individual properties/conveyancing.

One of the benefits of a Turnkey Development is that the developer is responsible for the whole project (provides complete and functional development), funds the entire building process (including planning and design), deals with all building and infrastructure development issues, and delivers a completed product to the end-user.

Whilst the municipality needs to ensure that the type of housing provided through a Turnkey Development matches the need for the various housing products within its area of jurisdiction, the success or otherwise of Turnkey Developments can be determined, amongst others, by:

- Municipalities being over-prescriptive in terms of their expected outcomes;
- Municipality responsible for funding applications in line with housing pipeline;
- Economies of scale – the larger the development, the bigger the opportunity for cross-subsidization between the various income groups and the lower the risks for the developer; and
- Quality of house delivered/end product.

### 3.2 The Proposed Development

#### 3.2.1 Locality and Context

The locality of the Jamestown Housing Project on Portion 4 of Farm No 527 and Remainder Farm No 527 and its local context is indicated on Figure 2 overleaf.



Figure 2: Location of the Jamestown Housing Project



It is located on the southern edge of the suburb of Jamestown, east of the R44 between Stellenbosch and Somerset West. It is flanked by an existing cemetery on its western boundary and a sports field located centrally on its northern edge. The site falls within an area characterized by medium to high-density residential as well as non-residential uses that serve the local community of Jamestown. Portion 4 of Farm 527 has been rezoned allowing for a mix of uses as indicated in 2.1.1 above. A number of (approximately 170) informal residents are residing on the southern-most portion of Portion 4 of Farm 527 on the land earmarked for Phase 3 of the Project.

### 3.2.2 Availability of bulk infrastructure

#### ***Bulk water and water distribution system***

Bulk water and water distribution system Jamestown zone is supplied from the Jamestown reservoir which receives its water from the Faure WTP via the supply scheme which supplies Spier and the De Zalze Golf Estate. The Jamestown reservoir can also be supplied with water through the Jamestown reservoir network with water supplied through the Paradyskloof 1 zone.



**Figure 3: Jamestown - Existing Water Distribution System**

In figure 3 alongside indicates the existing water distribution system and existing Jamestown reservoirs.



**Figure 4: Jamestown - Master Plan Water Distribution System**

In figure 4 alongside indicates the schematic water network and the position of a new 5MI reservoir needed to provide water for this new development area. This new reservoir is currently not in the process of being built and to supply sufficient water for this proposed development area, this bulk water infrastructure combined with the feeders, down feeders and booster pump station will be needed.



**Figure 5: Jamestown - Detail Master Plan Water Distribution System**

In Figure 5 alongside the details are given of the Water Master Plan items to be installed for this new area. The item SSW.B1, a 315 mm water line from Paradyskloof is in the process to be installed.

**Figure 6: Jamestown - Reservoir and Booster Distribution Zones**

In figure 6 two new Water Distribution Zones are given. This two new water distribution zones indicated are necessary due to the fact that the height of the proposed reservoir is not sufficient to supply the whole area with gravity feed from the reservoir. The supply area has to be divided into a high and lower supply area, revered to the Booster zone and Reservoir zone.

**Sewer system****Figure 7: Jamestown - Existing Sewer Gravity System**

The existing sewer system in Jamestown is given in Figure 7 overleaf. This illustrates the gravity system of the existing residential area.



**Figure 8: Jamestown - Future Sewer System**

Figure 8 overleaf indicates the future schematic sewer and manhole system proposed for the new development area.

**Figure 9: Jamestown - Sewer Master Plan**

Figure 9 overleaf is the proposed Sewer Master Plan for this area. On this diagram, items SSS4.8c and SSS4.9 is an outfall sewer line that has to be upgraded and runs through the De Zalze Estate. This part of the Mater Plan implementation has currently issues with the EIA and to get authorization from De Zalze Estate to install the new upgraded sewer line. The existing outfall sewer line does not have any spare capacity to accommodate any further developments.

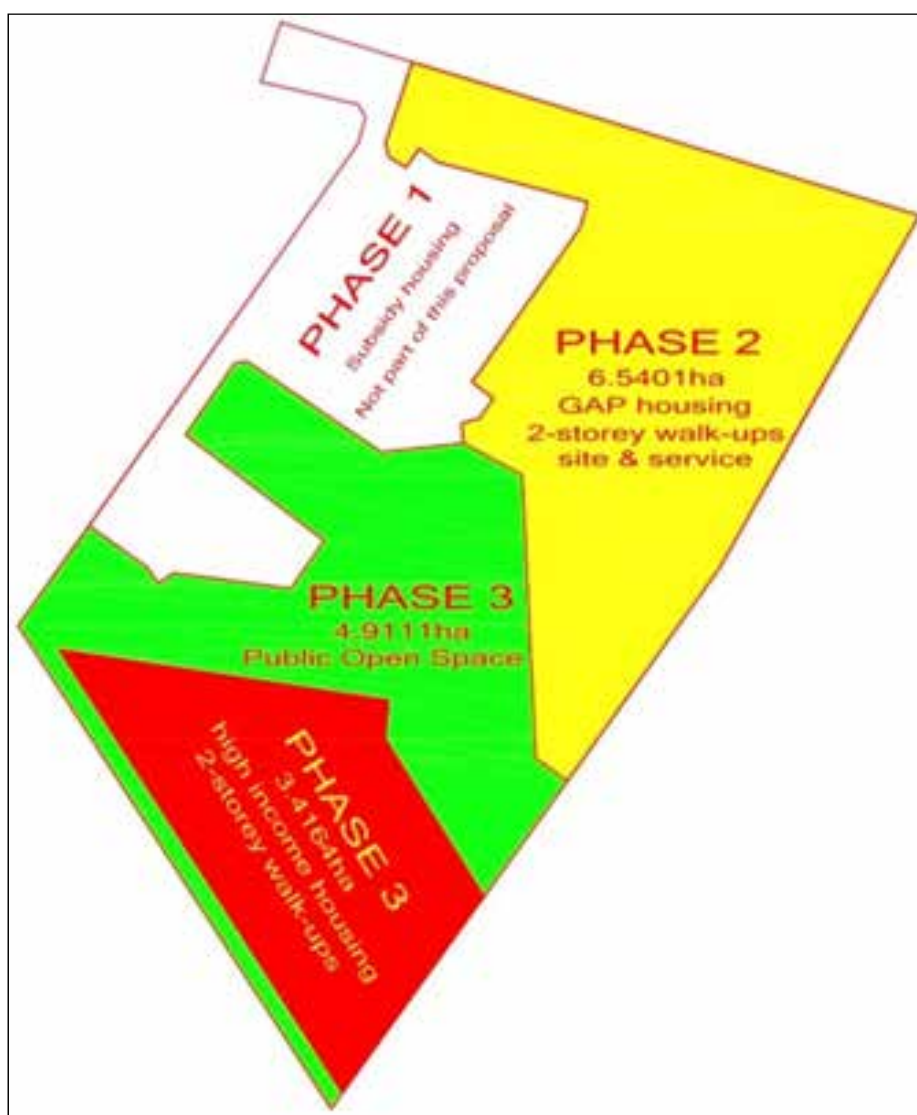
The rest of the sewer upgrades needed for this proposed development is indicated in red on Figure 9 alongside.

In order to supply water and sewer services to the proposed development at the required service levels, the implementation of the Water and Sewer Master Plan items as mentioned in this document is needed.

In order for the development to have sufficient sewer capacity, all the sewer upgrades are essential.

The reservoir was not planned to be built at this point in time, but to comply with the Red Book design criteria to have sufficient bulk water capacity, the new 5MI reservoir should form part of the initial infrastructure to be installed.

### 3.3 Portion 4 of Farm No 527



**Figure 10: Portion 4 of Farm 527 - Phasing**

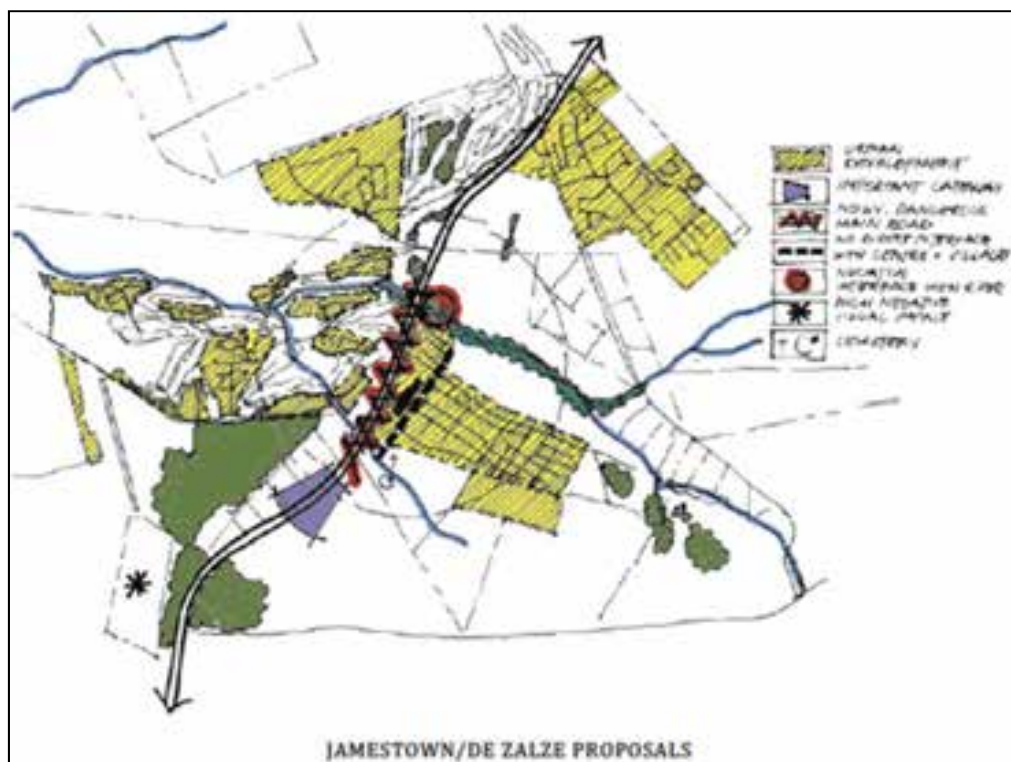
The proposed development of Portion 4 of Farm No 527 in three phases is discussed in 2.1 above and indicated diagrammatically in Figure 10 overleaf. As indicated in 2.1, the development rights for this proposed development are in place.

**3.4 Remainder Farm No 527 (a portion of)**

No development rights for this portion of land have as yet been applied for. It is proposed that the full extent of Remainder Farm No 527 that falls within the urban edge be made available for housing purposes as Phase 4 of the development.

**3.5 Amended Stellenbosch Municipality SDF (31 May 2017) and Urban Edge**

The Draft Stellenbosch Municipality Spatial Development Framework (SDF) identifies 14 nodes as the loci of future development in the municipality. Jamestown / De Zalze is one of these nodes and is described in the SDF as “a disjointed semi-rural settlement on the outskirts of Stellenbosch town consisting of three isolated components: a historic Rhenish mission village (Jamestown), an out of town shopping centre (Stellenbosch Square) and an upmarket golf estate (De Zalze)”. The SDF identifies the implementation of “low income housing on commonage land to the south” as one of the opportunities for this node and “vacant land in Jamestown” as future development areas.



**Figure 11: SDF Proposals for Jamestown / De Zalze Node**

According to the SDF the future lateral growth direction for the Jamestown / De Zalze node is seen as “southerly expansion to accommodate RDP, social and GAP housing”. The SDF proposals for the Jamestown / De Zalze node is indicated diagrammatically in Figure 11 alongside and shows proposed urban development on land surrounding the existing sportsfield located centrally between Portion 4 and Remainder Farm 527.

The Stellenbosch Municipality Spatial Development Framework, as amended 31 May 2017, therefore provides for future urban development options to be considered in the area in which the two subject properties are located. The Proposed Development Concept / Framework discussed briefly below provides for a development footprint that aligns with the revised urban edge for the Jamestown area as approved on 31 May 2017. The proposed extended development envelope

provides for a sizeable development that may be considered a viable proposition to prospective Turnkey Developers.

### 3.6 Proposed Development Concept / Framework

Phase 1 of the approved development on Portion 4 of Farm No 527 (state subsidy housing) has recently been completed (December 2016). This 3.9397ha portion of Portion 4 of Farm No 527 is therefor excluded from this Proposed Development Concept / Framework (refer Figure 12 overleaf).

Development rights have also been obtained for Phases 2 and 3 on Portion 4 of Farm 527 (site and service, 2-storey walk-ups, GAP housing, medium high income housing and public open space) and it is proposed that these two phases be made available simultaneously with the extended area for development in the short to medium term.

The portion of Remainder Farm No 527 included in this Proposed Development Concept is zoned Agriculture and application therefor still needs to be made to obtain development rights for urban / residential development. The development of this area (the new Phase 4) is therefor only possible in the medium to long term (as also indicated in the Stellenbosch Municipality Housing Pipeline (Annual Review) 2016). Because of the extent of the combined (expanded) development footprint, it will be required that the provision of community facilities be considered as part of this phase. It will also be required of the prospective Turnkey Developer to do the necessary detailed feasibility studies and obtain the relevant planning and other approvals to enable township establishment for this phase of the development.



Figure 12: Proposed Development Area

Considering past experiences in respect of difficulties relating to the viability of delivering housing in especially the lower middle-income market, a project consisting of the combined Phases 2 and 3 (short to medium term) as well as the new Phase 4 (medium to long term) may provide for the economies of scale required for a successful project.

### 3.7 Existing Lease Agreements



**Figure 13: Current lease agreements on Remainder Farm No 527**

Two lease agreements are in place between the Stellenbosch Municipality and private individuals in respect of portions of Remainder Farm 527 earmarked for the proposed Phase 4 of the development, being Lease Areas 527J, measuring 28ha in extent and 527F, measuring 53ha in extent (refer Figure 13 alongside).

Clause 20 of the lease agreement affords the Municipality the right to cancel the lease agreement (or amend it) should the land, or a portion of the land, be needed for *bona fide* municipal purposes. In such an event a 12 months written notice should be served to allow the lessee ample time to gather his / her harvest.

In order to allow for the development of the proposed Phase 4, these lease agreements need to be terminated and / or negotiations in respect of agreement on alternative arrangements with the lessees must be initiated.

### 3.8 Housing Pipeline

The Stellenbosch Municipality Housing Pipeline (Annual Review) 2016 identifies the Jamestown Project as both an existing project (Phases 1, 2 and 3) for BNG and GAP housing development, as well as a proposed project (Remainder Farm 527 Jamestown (Phase 4)). No specific housing type is identified for the proposed project (Remainder Farm 527) and it is expected to be developed in the medium to long term (3 to 5 years and 5 to 10 years).

### 3.9 Land Costs and Development Contributions

Under normal circumstances market related land costs would be recovered from the development. However, in the interest of Stellenbosch Municipality's overall objectives and to enable the municipality to provide housing opportunities for its target market, Council can consider waiving these land contributions for certain categories of end users. This may typically be considered based on a sliding scale as per Table 1 below.

*Table 1: Typical sliding scale for land value contributions by end-users*

HOUSEHOLD INCOME	% OF MARKET VALUE TO BE CONTRIBUTED BY END USER
R0 to R300 000	0%
R300 001 to R1m	50%
More than R1m	100%

Development Contributions (DC's) are payable for all private developments and developers have to enter into a Service Agreement with Council, in terms whereof service standards will be fixed and pro-rata contributions payable by the developer will be determined. However, Council may also consider waiving the payment of these contributions, or part thereof, in order to achieve the overall objective of this development and if such waiving will favour the provision of low-cost and medium-cost housing. Development Contributions payable may also be considered on the principle of a sliding scale based on the value of housing units to be developed (refer Table 2 below).

*Table 2: Typical Development Contributions (DC's) sliding scale*

VALUE OF HOUSING UNIT	% OF DC TO BE CONTRIBUTED
R0 to R500 000	0%
R500 001 to R1 000 000	50%
More than R1 000 000	100%

In order to achieve a viable financial arrangement for the Stellenbosch Municipality and to minimize shortfalls related to infrastructure provision, the proceeds from the land cost contributions by end users (Table 1 above) may be used to off-set the reduced income from DC's.

### 3.10 Legal Considerations

#### 3.10.1 Municipal Finance Management Act, No 56 of 2003 (MFMA)

In terms of Section 14 (1) of the MFMA a municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.

In terms of Section 14 (2), however, a municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in sub-section (1), but only after the municipal Council, in a meeting open to the public –

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



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

Further, in terms of sub-section (5), any transfer of ownership of a capital asset in terms of sub-section (2) must be fair, equitable, transparent, **competitive** and consistent with the Supply Chain Management Policy of the Municipality.

### 3.10.2 Asset Transfer Regulations (ATR)

Chapter 2 of ATR deals with the transfer and permanent disposal of non-exempted capital assets.

In terms of Regulation 4(3)(b), the Regulations **do not apply to the transfer of housing on municipal land and the transfer of that municipal land for the poor as beneficiaries of such housing.**

In terms of the Regulations a municipality may transfer or dispose of a non-exempted capital asset only after-

- (a) the accounting officer has conducted a public participation process\* to facilitate the determinations a municipal Council must make in terms of Section 14(2)(a) and (b); and
- (b) the Municipal Council-
  - (i) has made the determinations required by Section 14(2)(a) and (b); and
  - (ii) has as a consequence of those determinations approved in principle that the capital asset may be transferred or disposed of.

\*Sub-regulation 1(a) must be complied with only if the capital asset is a high value capital asset, i.e. with a value in **excess of R50m** or 1% of the total value of the municipality's assets.

Further, in terms of Regulation 7, a municipal Council must, when considering any proposed transfer or disposal of a non-exempted capital asset, take into account, *inter alia*:-

- (a) whether the capital asset may be required for the municipality's **own use** at a later stage;
- (b) the expected loss or gain that is expected to result from the proposed transfer; and
- (c) the extent to which any compensation to be received in respect of the proposed transfer or disposal will result in a significant economic or financial cost or benefit to the Municipality.

Further, in terms of Regulation 11, an approval in principle in terms of Regulation 5 (*supra*) that a non-exempted capital asset may be transferred or disposed of, may be given subject to any condition, including conditions specifying:-

- (a) **the way in which the capital asset is to be sold or disposed of;**
- (b) **a floor price** or minimum compensation;

- (c) **whether the capital asset may be transferred or disposed of at less than its fair market value**, in which case the municipal Council must first consider the criteria set out in Regulation 13(2)\*; and
- (d) a framework within which direct negotiations for the transfer or disposal must be conducted with another person, if transfer or disposal is subject to direct negotiations.

In terms of Regulation 12 the municipality may transfer or dispose of a capital asset only in accordance with its disposal management system, irrespective of the value of the asset.

\*In terms of Regulation 13(2), if a municipality on account of the **public interest**, in particular in relation to the **plight of the poor**, intend to transfer a non-exempted capital asset for less than its fair market value, the municipality must, when considering such transfer, take into account:

- (a) the **interest of the local community**;
- (b) the **strategic and economic interest of the municipality**, including the long-term effect of the decision on the municipality;
- (c) whether the interest of the parties to the transfer should carry more weight than the interest of the local community, and how the individual interest is weighed against the collective interest; and
- (d) **whether the local community would be better served if the asset is transferred at less than its fair market value, as opposed to a transfer at fair market value.**

In terms of Regulation 17 a municipality may transfer a fixed asset only by way of a written transfer agreement. The minimum requirements are set out in Regulation 17(2).

### 3.10.3 Disposal / Awarding of Rights

Stellenbosch Municipality's Disposal Management Policy is set out in Chapter 5 of the Supply Chain Management Policy.

In terms of Section 5.3.1 hereof, immovable property may only be sold at market related prices, **except when the public interest or plight of the poor demands otherwise**. For purposed hereof "*public interest*" means disposal to:-

- (a) promote the **achievement of equality** by taking measures to protect or advance persons or categories of persons disadvantaged by unfair discriminations;
- (b) afford **Black people** who are South African citizens a preference;
- (c) ensure and promote **first time home ownership**, including, but not limited to, ensuring that people that qualify in terms of the municipality's **GAP Housing Policy**.

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### 3.10.4 Process

It is intended that prospective Turnkey Developers will be solicited to submit bids through a Call for Proposals Process that will request the delivery of state subsidized housing units, serviced sites for affordable housing (plot and plan), GAP housing units and high income housing for sale on the open market. Although the eventual development mix will be determined through, amongst others, feasibility studies and financial modelling to be completed by prospective developers, a mix of 30% BNG housing and 70% other (lower, middle and upper GAP and high income) is considered achievable.

Developers and financiers will be invited to submit proposals on how to achieve these outcomes having regard to objectives and conditions that will be outlined in the Call for Proposals. The evaluation of proposals received in response to this Call for Proposals will be undertaken on the basis of a set of evaluation criteria to be approved by the Municipal Manager, based on the following framework:

- Experience of the Developer (track record) in delivering quality housing in the various categories identified;
- Ability (financial and otherwise) of the Developer to deliver on a project of this nature;
- Urban design proposals and the quality of the environment created
- Funding proposal;
- Value for money (for example housing typologies and specifications proposed); and
- BBBEE credentials.

### 3.10.5 Valuation of land

The value of the land parcels to be made available for the proposed development must be determined in advance. Two (2) independent valuers will be appointed to provide land value per square meter. The market value will be the weighted average of the two (2) independent values.

### 3.10.6 Land Availability Agreement

As the properties are publicly owned land it is anticipated that they will be offered to the successful Bidder in the form of a Land Availability Agreement (LAA). In terms hereof the land is to be made available to the successful Bidder, to enable it to do the relevant feasibility studies, obtain the required approvals for township establishment, provide the necessary infrastructure and to construct the housing units, where applicable. The rights to develop the subject properties will therefore be transferred to the successful Bidder, with the objective of selling the improved land (and house, where applicable) to end-buyers.

## 4. COMMENTS BY RELEVANT DEPARTMENTS

### 4.1 Community Services

Supports the item and propose that the development includes the design and construction of proper social infrastructure.

**4.2 Economic Development and Planning**

The Item does not make any reference to the provision of:

- (a) ECD's
- (b) Schools (both primary and high schools)
- (c) Health services / facilities

Should no provision be made for additional services / facilities, then comment from various provincial government departments should be solicited regarding the potential impact of the number of proposed new dwelling units on the current health and educational infrastructure. Should the intention be for learners to be transported to other schools, the provincial education department must also be requested to comment on this aspect.

**4.3 Financial Services**

The opportunity exists for approximately 1300 housing opportunities if the urban edge is extended to include a greater portion of the municipal land as per the current IDP/SDF/Budget public participation process. This provides a unique opportunity to implement a human settlement project on scale large enough to facilitate a quality mixed human settlement project.

Budget has already been provided for in terms of some of the required bulk infrastructure especially water and sanitation to facilitate this project while addressing other bulk infrastructure backlogs at the same time.

Finance proposes that the Call for Proposal is based on a Bill of Quantities for all the functions expected from the turnkey developer including planning; obtaining authorisations; construction of infrastructure; construction of different housing units; sales commission; transfers; project management; development management for a period etc. Then this priced Bill of Quantities can be used as a base to negotiate terms with the successful developer like selling prices and ratios between different housing options.

From an access point of view the Skool Street access onto the R44 and the possible access to the site via a western route must be addressed with Provincial Government. The more information the Municipality can provide with the bid document the better quality bids the Municipality will receive.

A raised reservoir can also be considered to extend the urban edge even further up against the contours to provide sufficient water pressure for the higher laying areas but still below the ridge from an aesthetic point of view. This will then increase the development opportunity on municipal owned land.

Finance supports the Item.

**4.4 Legal Services**

The item and recommendations are supported.

**4.5 Engineering & Technical Services**

See 3.2.2 above.

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In order to supply water and sewer services to the proposed development at the required service levels, the implementation of the Water and Sewer Master Plan items as mentioned in this document is needed.

In order for the development to have sufficient sewer capacity, all the sewer upgrades is essential.

The reservoir was not planned to be built at this point in time, but to comply with the Red Book design criteria to have sufficient bulk water capacity, the new 5MI reservoir should form part of the initial infrastructure to be installed.

## 5. CONCLUSION

- 5.1 The Jamestown Housing Project is located just south of the existing Jamestown within the area of administrative jurisdiction of the Stellenbosch Municipality.
- 5.2 Town planning approval has been granted for the development of approximately 18.8073ha of land on Portion 4 of Farm No 527 for housing development in three phases.
- 5.3 The town planning approval provides for the development of state subsidised housing, serviced sites (plot and plan), GAP housing units and high income housing units intended for sale on the open market and preference should be given to Jamestown community first.
- 5.4 Phase 1 of the development consisting of 162 state subsidised has recently been completed (December 2016).
- 5.5 A Temporary Relocation Area (TRA) is located on portions of the land earmarked for Phase 3 of the development and has gradually grown to a total of 170 structures.
- 5.6 The development potential for a portion of Remainder Farm 527, located immediately to the east of the current development site, to be in the region of 850 housing opportunities with proposed timelines for construction of 3-5 years and 5-10 years.
- 5.7 Remainder Farm 527 is zoned Agriculture and residential development on the property will require a land use application to obtain development rights.
- 5.8 Residential development on a portion of Remainder of Farm 527 is consistent with the general direction for future urban development provided for in the Draft Stellenbosch Municipality Spatial Development Framework (SDF). The southern-most portion of Remainder Farm 527 is, however, located outside of the urban edge (as interpreted by Spatial Planning, Heritage & Environment) and no development is proposed on this portion.
- 5.9 The development of Portion 4 of Farm No 527 (Phases 2 and 3) and a portion of Remainder Farm 527 (Phase 4) for residential purposes can be packaged as one development to be completed over the short, medium and long term.
- 5.10 The conventional approach to housing development used extensively over the years is a cumbersome process for municipalities, fraught with pitfalls and risks and an alternative thereto is the appointment of a Turnkey Developer.
- 5.11 Two lease agreements are in place between the Stellenbosch Municipality and private individuals in respect of portions of Remainder Farm 527 and their termination / amendment need to be negotiated with the lessees.

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- 5.12 Market related land costs will have to be recovered from the development by the Stellenbosch Municipality. This can be achieved on the basis of a sliding scale that will benefit end-users in the low-income housing categories.
- 5.13 Development Contributions (DC's) are payable for all private developments, but Council may also consider waiving the payment of these contributions, or part thereof to achieve its own objectives. Proceeds from the land costs could, however, be used to off-set any potential shortfalls as a result hereof.
- 5.14 Turnkey Developers may be solicited to submit bids through a Call for Proposals that will be evaluated according to a set of pre-determined evaluation criteria.
- 5.15 The properties may be made available for development to the successful Bidder on the basis of a Land Availability Agreement (LAA).

**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.5.1****RECOMMENDED**

- (a) that the land parcels listed in paragraph 1.(i) and indicated in Figure 12 be identified as land not needed by Stellenbosch Municipality to provide the minimum level of services; and
- (b) that the Municipal Manager be authorized to initiate a Call for Proposals process with minimum requirements as determined through preliminary investigations to be completed by the administration.

<i>Meeting:</i>	<i>Mayco: 2017-11-15</i>	<i>Submitted by Directorate:</i>	<i>Human Settlements</i>
<i>Ref no:</i>	<i>7/3/3/8</i>	<i>Author</i>	<i>Governance Project Manager</i>
<i>Collab:</i>		<i>Referred from:</i>	

7.5.2	<b>DEVELOPMENT OF ZONE O AND THE HOUSING ALLOCATION CRITERIA FOR THE PHASE 2B AND 2C (277 SITES), WATERGANG, KAYAMANDI</b>
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Collaborator No: 551695

IDP KPA Ref No:

Meeting Date:     **Mayoral Committee Meeting: 15 November 2017**

**1.     SUBJECT: DEVELOPMENT OF ZONE O AND THE HOUSING ALLOCATION CRITERIA FOR THE PHASE 2B AND 2C (277 SITES), WATERGANG, KAYAMANDI**

**2.     PURPOSE**

To obtain Council's approval for the methodology to develop Zone O and the housing allocation criteria for the temporary housing unit on Phase 2B and 2C, Watergang.

**3.     DELEGATED AUTHORITY**

**(FOR DECISION BY MUNICIPAL COUNCIL)**

In terms of system of delegations which reads as follows:

- Item 500 – To allocate housing scheme dwellings on the terms and conditions determined by Council; and
- Item 516 (S9 of the Housing Act) – Take all reasonable and necessary steps, within the framework of national and provincial housing legislation and policy to ensure:
  - (a) that the inhabitants of its area of jurisdiction have access to adequate housing on a progressive basis;
  - (b) services in respect of water, sanitation, electricity, roads, stormwater drainage and transport are provided in a manner which is economical/efficient; and
  - (c) that appropriate housing development is initiated, planned and co-ordinated.

**4.     EXECUTIVE SUMMARY**

The families staying in Zone O, Kayamandi were unfortunately affected by a devastating fire in March 2013. In conjunction with the Provincial Minister: Human Settlements (MEC Bonginkosi Madikizela) and the then Executive Mayor of Stellenbosch Municipality (Alderman Conrad Sidiego) it was agreed that a special intervention programme is needed to prevent such a recurrence taking place. It was clear that an incremental housing approach must be followed and provision must be made for high density development to accommodate as many as possible families residing in Zone O. After consultation with various stakeholders different development options were considered.

The most important relocation strategy the community agreed upon was that a "block approach" must be followed to effectively address the challenges facing Zone O, Kayamandi.

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The aim of this item would be to unpack the developmental opportunities of Zone O, Kayamandi and recommend a relocation and allocation strategy for the families moving to the temporary units (332) that will be erected on 193 sites (Phase B, Watergang).

## 5. RECOMMENDATIONS

- (a) that the block approach/method be implemented in Zone O (upper part next to Thubelisha) to effectively address the provision of new housing opportunities i.e. servicing of sites and construction of high density residential units;
- (b) that beneficiaries that were not allocated houses on the bottom part (access road) be allocated a site or Temporary Relocation Area units once (a) has been achieved and if there is any space available;
- (c) that, within the block approach non-qualifiers that earn R3 501 to R7 000 per month be allocated serviced sites in accordance with the Finance Linked Individual Subsidy Programme (FLISP);
- (d) that, within the block approach non-qualifiers (as prescribed by housing policy guidelines) that earn between R7 001 to R15 000 per month be allocated a serviced site at a cost equal to the amount as approved by Provincial Department of Human Settlement (PDoHS) for a serviced site in the project (Watergang Phase 2, Kayamandi);
- (e) that ±40 beneficiaries from Enkanini that are on the road reserve be allocated temporary housing units to enable the Municipality to implement the erf 2175 pilot project (i.e. electrification, sanitation, water);
- (f) that Temporary Relocation Area 1 residents who were not allocated units in 2005, that do not qualify for a housing subsidy, also be allocated sites (±20 beneficiaries);
- (g) that the 10m road reserve be waived and the 8m road reserve be approved in order to create more housing opportunities; and
- (h) that 10% of the Temporary Relocation Areas be reserved for emergency cases in accordance with Council's Emergency Housing Assistance Policy (EHAP);
- (i) that once the above process has been completed and should plots still be available in the Temporary Relocation Areas (TRA), beneficiaries are identified from Zone N that can be allocated sites in the TRA (only from the group that was placed there by the Municipality).

## 6. DISCUSSION / CONTENTS

### 6.1. Background

After the devastating fire incident that occurred in Zone O in March 2013, it became evident that there was an urgent need to incrementally upgrade and formalise the informal settlement.

A number of development priorities and challenges were identified after the incident which needed innovative solutions:



- (a) To create as much as possible opportunities for future human settlement development through a densification model; and
- (b) to create access roads to allow emergency vehicles to operate as well as infrastructure services to be installed to render a must needed service in Zone O.

In light of the above, a funding application was submitted to the Provincial Department of Human Settlements (PDoHS) for pre-planning and implementation of a housing project. The development intentions to incrementally upgrade Zone O and funding application was approved in 2015.

Jubelie Projects was appointed in 2015 to undertake town planning studies and obtain all the required approvals in terms of LUPO.

During 2015/16 financial year, Amandla construction completed the servicing of 277 sites which will serve as a decanting site. The project will be implemented by phasing the decanting site into two (2) areas or phases (refer to Figure 1):

- Phase B of the Watergang housing project, 193 sites will be densified to allow for the construction of 332 temporary housing units.
- Phase C of the Watergang housing project, 86 service sites can also be made available to residents that earn more than R3 501 till R15 000 per month and do not qualify for a full government housing subsidy.

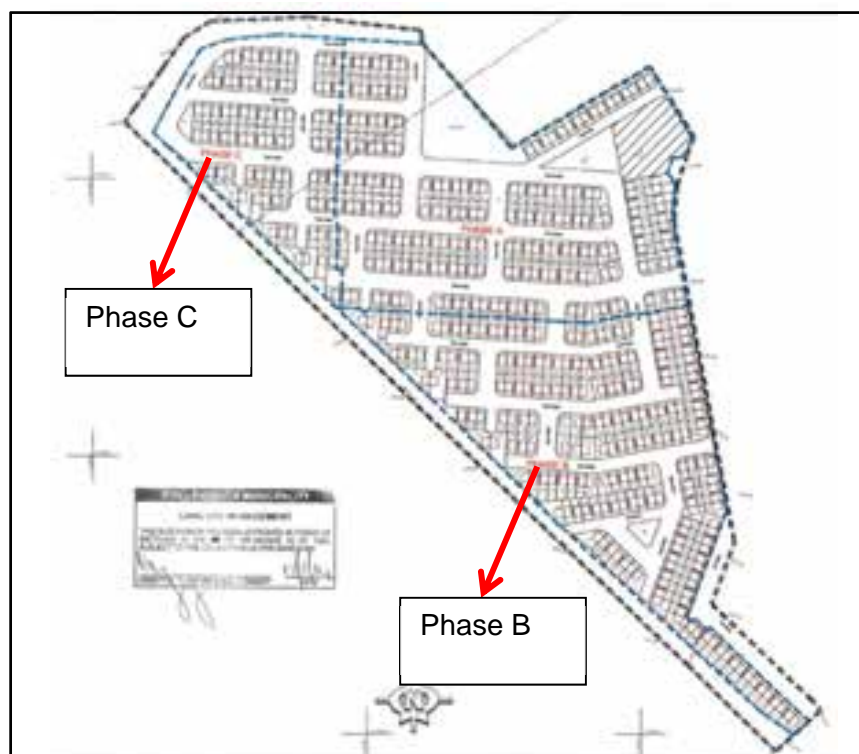


Figure 1: Indicates the Phase B and C decanting sites.

## 6.2 Discussion

The town planning layout has been completed and is ready to be submitted for LUPA approval for the following proposals:

- 
- (a) 177 – 354 high density residential development; and
- (b) 526 semi-detached duplex units.

After the layout was discussed with the Engineering Department, the road reserve of 8m was not acceptable. In terms of the Municipal standards the road width should not be less than 10m. The consultants indicated that the 10m road reserve will significantly reduce the number of units. The consultants also indicated that other Municipalities have accepted 8m road reserves depending on the development proposal submitted. A site visit was undertaken with the Engineers and Town Planners of Stellenbosch Municipality at a housing project near Cape Town to illustrate the “Joe Slovo-model” whereby the City of Cape Town incorporated and approved the 8m road reserve in the project.



Photos depicting the Joe Slovo-model which accommodated the 8m road reserve.

#### **Development methodology**

A three phased approach has been developed for the implementation of the Zone O housing project based on the layout plan (refer to Figure 2). The strategy will be implemented as a multi-year project:

- Phase 1 of Zone O: will be implemented at the upper part of Zone O and will comprise of 177 - 354 housing opportunities (high density residential unity, Joe Slovo-model).

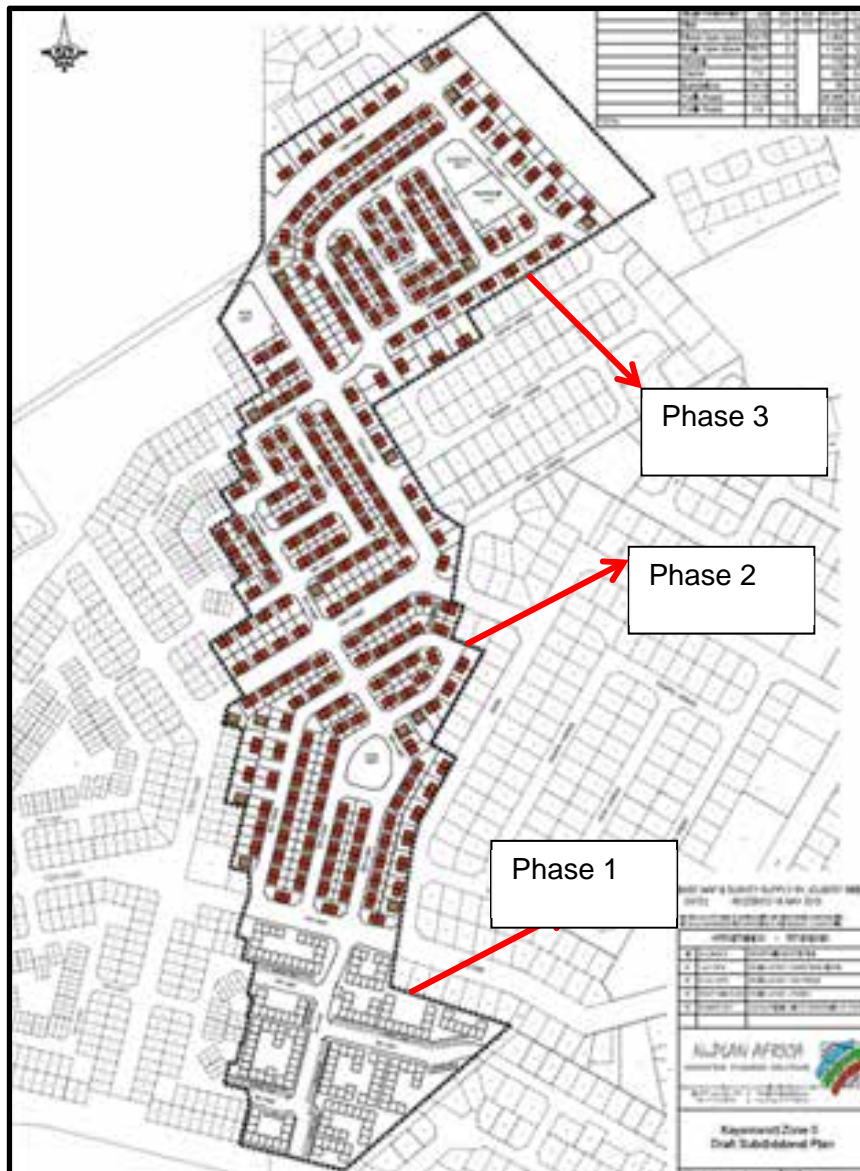


Figure 2: Layout plan

- Phase 2 of Zone O: Middle part of Zone O.
- Phase 3 of Zone O: Bottom part of Zone O.

### **Allocation strategy**

In light of the above, the Provincial Department of Human Settlements (PDoHS) approved funding for the construction of 277 temporary housing units (TRA's) at Watergang. The 277 sites have been fully serviced and the construction of the temporary housing units will commence before the end of the year.

As previously mentioned, the 277 serviced sites will consist of two areas namely Phase A and Phase C of Watergang, respectively:

- (a) Phase A of the Watergang housing project, consists of 193 serviced sites that will be densified to allow for the construction of 332 temporary housing units. Due to topography of the area there will be two temporary units per plot and on certain plots, only one temporary unit (refer to Figure 3).



Figure 3: Topography of the area

During the construction of previous housing projects in the past years, it was evident that there are households residing in informal settlements that do not qualify for BNG (subsidy) house and are excluded from housing opportunities. Several groups and individuals have approached the Municipality in search of serviced vacant land for housing.

- (b) Therefore, Phase C of the Watergang housing project will consist of 86 service sites and can be made available to residents that do not qualify for a government housing subsidy – those are residents earning between R3 501- R15 000 per month (the so-called non-qualifiers).

The allocation of the 86 serviced site could be as follows (refer to Figure 4):

- (i) First preference will be afforded to households impacted by the development at the upper part of Zone O and all identified access road that earning R3 501 to R7 001 to apply for a serviced site.
- (ii) Second rounds of applications should be opened to all residents from Zone O earning between R7 001 to R15 000, cognisance should be taken that there is a limited number of serviced sites available. The selling price of these service sites can be sold equal to the amount it cost to service these sites (R49 554.00).

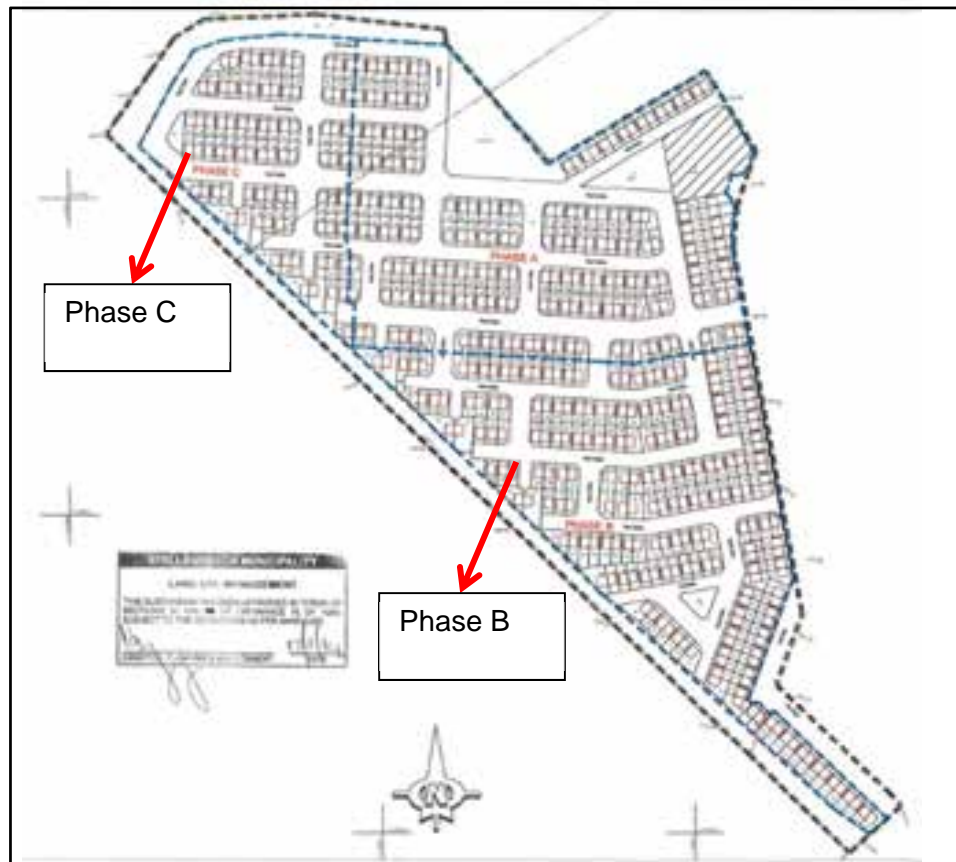


Figure 4: Allocation of service sites.

- (c) It should also be mentioned that the first formalised emergency area in Kayamandi better known as TRA1 (refer to Figure 5), still have occupants in these prefabricate units. Many of these units are in a very bad structural condition. Although the previous phases of the Watergang housing projects were earmarked to eradicate the TRA1, many of the current occupants did not qualify for a housing subsidy due to various reasons. This is an opportunity to further decrease the number of emergency units in TRA1 by relocating the families occupying these units the longest, to serviced sites in Watergang and the dilapidated prefabricated units can be refurbished and reallocated.



Figure 5: First formalised emergency area as TRA1, Kayamandi

- (d) Furthermore, is a pilot project premised on the principles of an *in-situ* upgrading of informal settlements, on Erf 2175 (a portion of property that forms part of Enkanini, see Figure 6 below). The intent of the pilot project on Erf 2175 is to:
- (i) Provide electricity to the residents;
  - (ii) Improve accessibility of emergency vehicles in the area; and
  - (iii) Enhance the provision of basic service (i.e. waterborne toilets and stand pipes).



Figure 6: Erf 2175 (a portion of property that forms part of Enkanini)

An upgrading plan with proposals for the implementation of the pilot project – that is the electrification and provision of basic services has been finalised. The successful implementation of electricity in the pilot area is strongly dependent on creating space where necessary before the infrastructure can be installed. Currently and based on the proposed upgrading plan, 34 existing households will be affected. It will be required that the affected households be relocated to the TRA in order to create space and to realise the installation of electricity and basic services.

## 6.2. Financial Implications

The financial implications of this project are linked to the DORA allocation to Council as determined by the Provincial Department of Human Settlements.

## 6.4 Legal Implications

The recommendations in this report comply with Council's policies and all applicable legislation.

## 6.5 Staff Implications

This report has no staff implications to the Municipality.

## 6.6 Previous / Relevant Council Resolutions:

The allocation criteria for this previous Phase B of Watergang housing project (187 units) was approved by the 23<sup>rd</sup> Council meeting held on 2014-09-23, Item 7.2 which reads as follows:

- “(a) that access roads on the bottom part of Zone O be identified first and people affected by such process be the ones to benefit (in either way) from the current housing development in Watergang Phase 2A;
- (b) that if there are still plots left from the above process, the 2005 TRA1 (Watergang) legal occupants list (non-qualifiers) be made available and that they be allocated to the enhanced plots from the current housing development and that the structures they currently occupy be demolished;

- 
- (c) *that, if there are still some plots or top structures available after (a) and (b) above then more beneficiaries from a specific block from Zone O be identified for allocation;*
- (d) *that in all the above-mentioned processes the National Housing Allocation criteria be considered when identifying the beneficiaries i.e. taking into consideration the vulnerable people and thus giving preference to the elderly and the disabled; and*
- (e) *that a public participation process be embarked upon.”*

## 6.7 **Risk Implications**

This report has no additional risk implications for the Municipality, except for the normal risk associated with all housing projects.

## 6.8 **Comments from Senior Management:**

### 6.8.1 **Director: Infrastructure Services**

Agree with the recommendations

The directorate in general is in agreement with recommendation (a to h, and i). Our minimum standard for roads is a reserve of 10m. If one car is parked within an 8m road then a refuse truck will not be able to go past.

The Manager: Roads & Stormwater has no objection to the proposed reduction in the road-width from 10m to 8m.

### 6.8.2 **Director: Planning and Economic Development**

Agree with the recommendations

### 6.8.3 **Director: Community and Protection Services:**

Agree with the recommendations

The Directorate Community and Protection services supports the item.

### 6.8.4 **Director: Strategic and Corporate Services:**

Agree with the recommendations

The recommendations are supported.

### 6.8.5 **Director Human Settlements and Property Management**

Agree with the recommendations.

### 6.8.6 **Chief Financial Officer:**

Agree with the recommendations.

### 6.8.7 **Municipal Manager:**

Agree with the recommendations.



**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.5.2****RECOMMENDED**

- (a) that the block approach/method be implemented in Zone O (upper part next to Thubelisha) to effectively address the provision of new housing opportunities i.e. servicing of sites and construction of high density residential units;
- (b) that beneficiaries that were not allocated houses on the bottom part (access road) be allocated a site or Temporary Relocation Area units once (a) has been achieved and if there is any space available;
- (c) that, within the block approach non-qualifiers that earn R3 501 to R7 000 per month be allocated serviced sites in accordance with the Finance Linked Individual Subsidy Programme (FLISP);
- (d) that, within the block approach non-qualifiers (as prescribed by housing policy guidelines) that earn between R7 001 to R15 000 per month be allocated a serviced site at a cost equal to the amount as approved by Provincial Department of Human Settlement (PDoHS) for a serviced site in the project (Watergang Phase 2, Kayamandi);
- (e) that ±40 beneficiaries from Enkanini that are on the road reserve be allocated temporary housing units to enable the Municipality to implement the erf 2175 pilot project (i.e. electrification, sanitation, water);
- (f) that Temporary Relocation Area 1 residents who were not allocated units in 2005, that does not qualify for a housing subsidy also be allocated sites (±20 beneficiaries);
- (g) that the 10m road reserve be waived and the 8m road reserve be approved in order to create more housing opportunities; and
- (h) that 10% of the Temporary Relocation Areas be reserved for emergency cases in accordance with Council's Emergency Housing Assistance Policy (EHAP);
- (i) that once the above process has been completed and should plots still be available in the Temporary Relocation Areas (TRA), beneficiaries are identified from Zone N that can be allocated sites in the TRA (only from the group that was placed there by the Municipality).

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Tabiso Mfeya</b>
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<b>REPORT DATE</b>	

<b>7.5.3</b>	<b>VARIOUS ISSUES: VLOTTENBURG HOUSING PROJECTS: WAY FORWARD</b>
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Collaborator No: 551717  
 IDP KPA Ref No:  
 Meeting Date : 14<sup>th</sup> Council: 29 November 2017

**1. SUBJECT: VARIOUS ISSUES: VLOTTENBURG HOUSING PROJECTS: WAY FORWARD**

**2. PURPOSE**

The purpose of this item is twofold, i.e.:-

- a) To provide Council with a report on the progress (or the lack thereof) on the various housing projects in Vlottenburg; and
- b) To authorise the Municipal Manager to:-
  - i) conclude the necessary agreement (s) with the (new) owner of Longlands; and
  - ii) to negotiate the acquisition of a portion of Remainder Farm 387 and/or registration of an access servitude over a portion of Remainder Farm 387 and Portion 2 of Farm 1307.

**3. DELEGATED AUTHORITY**

**(FOR DECISION BY MUNICIPAL COUNCIL)**

Although the Municipal Manager and/or the Executive Mayor have the delegated authority to:-

- a) conclude agreement(s) on behalf of Stellenbosch Municipality; and
- b) acquire land or rights in land (see delegations 526 and 527, respectively),

agreement was reached between the Executive Mayor and the Municipal Manager to obtain a fresh mandate from the municipal council on a way forward.

**4. EXECUTIVE SUMMARY**

Although three (3) low-income housing projects were approved in the Vlottenburg Area, none of the developments have an approved access. For this (and other) reason (s) very little or no progress were made with the development of the Longlands project.

In an effort to take this matter forward, Council is requested to authorise the Municipal Manager to:-

- a) conclude the necessary contract(s) with the new owner of Longlands, and
- b) to negotiate a deal with the owner(s) of Remainder Farm 387 and Portion 2 of Farm 1307 regarding the acquisition of land and / or the registration of a servitude that will allow access to the various developments.

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**5. RECOMMENDATIONS**

- (a) that the Municipal Manager be mandated to conclude an agreement(s) with the new owner of Longlands regarding the development of the envisaged low-income housing project, either by way of a new Deed of Donation or by way of a Ceding Agreement(s); and
- (b) that the Municipal Manager be mandated to conclude agreements with the owner(s) of Remainder Farm 387 (Vredenheim) and Portion 2 of Farm 1307 (Ash Farmers) with the view of securing an access servitude(s) or the purchase/exchange of land for this purpose and/or land for additional housing.

**6. DISCUSSION / CONTENTS****6.1. Background****6.1.1 Digteby Development**

During 2006 a development on Farm 1307/1 (Digteby) was approved. The development consisted of two (2) components; being an up-market component of 39 erven and a low-income component of 20 units. The approval, and subsequent Service Agreement that was concluded between the Municipality and the Developer allowed for a temporary access over the Digteby property to the low-income housing project. Subsequently the Developer negotiated an alternative route over a portion of Farm 387, being the property of Vredenheim (Pty) Ltd. Although a servitude diagram was submitted and approved by the Surveyor General, it has recently come to our attention that a Servitude Agreement (*inter alia* dealing with compensation was never concluded. For this reason none of the 20 beneficiaries of the development has been able to take transfer of their properties.

**6.1.2 Longlands Development**

Similarly, during 2007 the development on Farm 393/11 (Longlands) was approved comprising of 100 upmarket units and 106 low-income units.

A Service Agreement was concluded between the Municipality and the Developer during 2008, in terms whereof the Developer would, *inter alia*, develop 106 serviced sites, to be transferred to the Municipality.

Subsequently, during 2011, an Addendum Agreement was concluded in terms whereof the Developer would also act as Implementing Agent for the Municipality to construct the 106 houses.

To date, however, none of the agreements were implemented, *inter alia* due to the fact that the Provincial Road Engineer did not want to approve an access from the Polkadraai road or directly from the Vlotenburg Road to Longlands.

During 2014 the Minister of Rural Development and Land Reform approved the development of an additional 38 low-income housing erven.

Following various interactions with the Provincial Roads Engineer an access to the Longlands Development has now been approved, but at a point where it will have to cross Portion 2 of Farm 1307 (Ash Farms) and Remainder Farm 387 the property of Vredenheim.

### 6.1.3 Ash Farm Development

During 2015 a development on Farm 1307/2 was also approved, again with an upmarket and low-income housing component, “linking” the Digteby Development with Longlands.

This development however, was approved subject thereto that an access road(s) be provided, seeing that the land is effectively land-locked.

From the above it is clear that, unless an access road is agreed upon, none of these developments can take place. In an effort to unlock this situation, an agreement(s) need to be concluded with private land owner(s) with the view of registering a servitude access or to buy/exchange land for this purpose.

## 6.2 Discussion

### 6.2.1 Location and context

The various developments are shown in Fig. 1 to 3 below:



Fig 1: Location and context



Fig 2: Identification of various developments



**Fig 3: Possible access route**

### 6.2.2 Current situation

It is clear from the above that none of the proposed developments have an approved access. During recent discussions with the owners of Rem. Farm 387 (Vredenheim (Pty) Ltd), they indicating that they would be willing to:-

- a) consider the disposal of a portion of their land (to the South of the school) to Stellenbosch Municipality, or
- b) allow for the registration of a servitude over their property, with the view of giving access to the various low-income housing projects and/or to allow for further housing development.

Due to various factors (one of which is the lack of access), there were very little or no progress with the implementation of the Longlands Agreements.

However, a new owner has recently bought the Remainder of the Longlands property and has indicated his willingness to take over the obligations of previous owner, i.e. to implement the low-income housing project. To formalise this situation either:

- b) a new Deed of Donation or ;
- c) a Ceding Agreement(s) needs to be concluded.

### 6.3 Financial Implications

Although there will be financial implications (acquisition of land and/or rights in land and the construction of access road) it is too early to provide Council with detail.

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**6.4 Legal Implications**

The recommendations contained in this report comply with Council's policies and applicable legislation.

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions:**

As was indicated above, three (3) different land-use applications have been approved; i.e. Digteby, Longlands and Ash-Farms, allowing for various low-income housing projects, subject to certain conditions.

**6.7 Risk Implications**

The biggest risk to Council is that none of the projects would be able to be implemented due to the fact that agreement(s) cannot be reached on an access route.

**6.8 Comments from Senior Management:****6.8.1 Director: Infrastructure Services**

Agrees with the recommendations. Services can be supported with initial developments, but for full development of services a major strengthening would be required, but have to fit in with our new SDF. We have however devised contingency plans to be able to support services for the next three years.

**6.8.2 Director: Planning and Economic Development**

It is agreed that the above approved developments are subject to appropriate and adequate access and that an amicable solution to this problem should be identified and implemented. The proposed access will provide access to Digteby development primarily.

However, the Directorate: Planning and Economic Development is currently involved with the drafting of a municipal spatial development plan. The development of the Vlotenburg hamlet forms part of the project. Land located between the Longlands "upmarket development" and subsidise units is also under consideration and will be dependent on suitable access also. Without such an access, this land will also be landlocked perpetuating the current scenario where a lack of access can become an insurmountable obstacle to urban development.

Should access be negotiated with the adjacent landowners as is proposed in this report, access to the undeveloped portion of the Farm 393/11 should be included.

This directorate therefor agree with the recommendations subject to the negotiations obtaining approval for access to Farm 393/11 also.

**6.8.3 Chief Financial Officer:**

Finance supports the Item. The required infrastructure must be identified with cost estimates and included in the budget process for consideration. Apart from the access that must be constructed bulk water and other infrastructure might also be required.

**6.8.4 Legal Services:**

Agree with the recommendations.

**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.5.3****RECOMMENDED**

- (a) that the Municipal Manager be mandated to conclude an agreement(s) with the new owner of Longlands regarding the development of the envisaged low-income housing project, either by way of a new Deed of Donation or by way of a Ceding Agreement(s); and
- (b) that the Municipal Manager be mandated to conclude agreements with the owner(s) of Remainder Farm 387 (Vredenheim) and Portion 2 of Farm 1307 (Ash Farmers) with the view of securing an access servitude(s) or the purchase/exchange of land for this purpose and/or land for additional housing.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Piet Smit
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<b>REPORT DATE</b>	2017-11-06

7.6	<b>INFRASTRUCTURE: [CLLR J DE VILLIERS]</b>
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7.6.1	<b>AMENDMENT OF DEVELOPMENT CHARGE TARIFF STRUCTURE</b>
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Collaborator No: 552298  
 IDP KPA Ref No: *Preferred Investment Destination*  
 Meeting Date: 14<sup>th</sup> Council: 29 November 2017

**1. SUBJECT: AMENDMENT OF DEVELOPMENT CHARGE TARIFF STRUCTURE**

**2. PURPOSE**

To obtain Council's approval for the amendment of the Development Charge tariff structure.

**3. DELEGATED AUTHORITY**

For decision by the Municipal Council, in terms of 83 (2) of the Stellenbosch Municipality Land use Planning By-law.

**4. EXECUTIVE SUMMARY**

Development Charges (DCs) for new developments are subject to annual escalation up to the date of payment and as per Council's policy. In terms of the 2017/18 DC policy this leads to an excessive escalation for developments that have business-retail zonings. This is mainly due to the new trip generation factor for this zoning.

Similarly, the new policy includes a new DC category, namely "Community Facilities", which was not part of the previous DC policy and DC tariff structure.

These increases does not seem fair and reasonable, since a Developer would not have reasonably foreseen them when the development was approved. Such escalations could render a previously feasible development non-feasible.

For this reason the retail trip generation and DC cost above should be re-visited and the "Community Facilities" DC category should not be applicable when escalating DCs from previous years.

**5. RECOMMENDATIONS**

- (a) that the trip generation demand for business - retail categories be changed as follows:

Area	Trips per day	Cost (ex VAT)
Stellenbosch	9	R 57 403
Dwars River	9	R 32 357
Franschhoek	9	R 58 747
Klapmuts	9	R 67 782

- (b) that the "Community Facilities" Development Charges not be applicable to developments approved before 2017/18.



**6. DISCUSSION / CONTENTS****6.1 Background**

When a new development obtains land-use approval, Development Charges (DCs) are calculated and included as a condition of such approval. If not paid in the financial year that the approval is obtained, the DCs are subject to escalation up to the date of payment. With the approval of the 2017/18 DC Policy, we are obliged to use the 2017/18 tariff structure when escalating DCs. In previous years, the escalation factor was simply based in the Construction Price Adjustment Factor (CPAF) which is linked to inflation. However the 2017/18 DC tariff structure has been determined by re-calculating the demands and unit costs based on the current capacity status of the municipal infrastructure services. This is an exercise that needs to be carried out every 5 years. This exercise has however led to some of the DC tariffs, escalating by much more than the average inflation, in particular the “Business – Retail” DC for roads.

**6.2 Discussion**

It has come to our attention, that if DCs are escalated in terms of the 2017/18 tariff structure, it leads to an excessive increase in DCs for developments that have business (retail) uses. The retail category includes shops, restaurants, medical and tourist facilities, as defined in the DC Policy. The main reason for the increase is the trip generation for the business-retail zonings.

Year	DC Category (Zoning)	Trip Generation	DC Cost R/ 100m <sup>2</sup> (ex VAT)	% increase
2016/17	ALL Business	11 trips/ 100m <sup>2</sup> /day	R 52 701	
2017/18	General Business (office)	9 trips / 100m <sup>2</sup> /day	R 57 403	8.9 %
2017/18	General Business (retail)	20 trips/ 100m <sup>2</sup> /day	R 127 526	242 %

This increase equates to an increase of 242% for the business-retail zoning. This does not seem fair and reasonable, since a Developer would not have reasonably foreseen such a huge escalation when the development was approved. Such an escalation could render a previously feasible development non-feasible. The increase in the business – office zoning is a much more reasonable 8.9 %. For this reason the trip generation and DC cost for the business-retail zoning should be re-visited. This will also avoid challenges due to sudden and large increases, and also not discourage new employment-creating developments from proceeding.

A second point of discussion is the addition of the new DC category “Community Facilities” to the tariff structure. This was not previously applicable and should therefore not be applicable when escalating DCs from previous years.

**6.3 Financial Implications**

The financial implication relates to the recalculation of the DC amount and would represent a fairer method of escalating DCs and also make new developments with retail land uses more feasible.

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions:**

Item 7.4 of Council Meeting 31 May 2017: MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF) FOR THE FINANCIAL PERIODS 2017/2018 – 2019/2020

**6.7 Risk Implications**

By approving this recommendation, the risk of legal action by aggrieved Developer's against the Municipality is less likely.

**6.8 Comments from Senior Management:****6.8.1 Director: Infrastructure Services**

Agree with the recommendations

**6.8.2 Director: Planning and Economic Development**

No comments received

**6.8.3 Director: Community and Protection Services:**

No comments received

**6.8.4 Director: Strategic and Corporate Services:**

No comments received

**6.8.5 Director Human Settlements and Property Management**

Agree with the recommendations

**6.8.6 Chief Financial Officer:**

No comments received

**6.8.7 Municipal Manager:**

Agree with the recommendations

**ANNEXURES**

**Annexure A: 2017/18 DC tariff structure and 2016/17 DC tariff Structure**

**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.6.1****RECOMMENDED**

- (a) that the trip generation demand for business - retail categories be changed as follows:

<b>Area</b>	<b>Trips per day</b>	<b>Cost (ex VAT)</b>
Stellenbosch	9	R 57 403
Dwars River	9	R 32 357
Franschhoek	9	R 58 747
Klapmuts	9	R 67 782

- (b) that the "Community Facilities" Development Charges not be applicable to developments approved before 2017/18.

**FOR FURTHER DETAILS CONTACT:**

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<b>REPORT DATE</b>	12 September 2017

DC per land-use: Stellenbosch Town 2017

Usage Codes														Total (excl Vat)
Land Use	Unit	Water		Sewer		Stormwater		Solid Waste		Roads		Community Facilities		
		kl/day	Cost	kl/day	Cost	ha *C	Cost	t/week	Cost	trips/day	Cost	person	Cost	
		factor	R	factor	R	factor	R	factor	R	factor	R	factor	R	
			R 23,822		R 22,847		R 149,510		R 46,623		R 5,740		R 2,944	
Single Residential >1000m2	dwelling unit	1.200	R 28,586	0.700	R 15,993	0.048	R 7,176	0.040	R 1,865	4.00	R 22,961	4.0	R 11,776	R 88,358
<b>Single Residential &gt;500m2</b>	<b>dwelling unit</b>	<b>0.800</b>	<b>R 19,058</b>	<b>0.650</b>	<b>R 14,851</b>	<b>0.028</b>	<b>R 4,186</b>	<b>0.040</b>	<b>R 1,865</b>	<b>4.00</b>	<b>R 22,961</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 74,697</b>
Single Residential >250m2	dwelling unit	0.700	R 16,675	0.600	R 13,708	0.023	R 3,439	0.040	R 1,865	4.00	R 22,961	4.0	R 11,776	R 70,425
Single Residential <250m2	dwelling unit	0.600	R 14,293	0.500	R 11,424	0.018	R 2,691	0.040	R 1,865	4.00	R 22,961	4.0	R 11,776	R 65,010
Less Formal Residential >250m2	dwelling unit	0.600	R 14,293	0.500	R 11,424	0.023	R 3,439	0.040	R 1,865	0.75	R 4,305	4.0	R 11,776	R 47,102
Less Formal Residential <250m2	dwelling unit	0.450	R 10,720	0.400	R 9,139	0.018	R 2,691	0.040	R 1,865	0.75	R 4,305	4.0	R 11,776	R 40,496
Group Residential >250m2	dwelling unit	0.700	R 16,675	0.600	R 13,708	0.023	R 3,439	0.040	R 1,865	3.75	R 21,526	4.0	R 11,776	R 68,989
<b>Group Residential &lt;250m2</b>	<b>dwelling unit</b>	<b>0.600</b>	<b>R 14,293</b>	<b>0.500</b>	<b>R 11,424</b>	<b>0.018</b>	<b>R 2,691</b>	<b>0.040</b>	<b>R 1,865</b>	<b>3.25</b>	<b>R 18,656</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 60,705</b>
Medium Density Residential >250m2	dwelling unit	0.700	R 16,675	0.600	R 13,708	0.023	R 3,439	0.040	R 1,865	2.75	R 15,786	4.0	R 11,776	R 63,249
Medium Density Residential <250m2	dwelling unit	0.600	R 14,293	0.500	R 11,424	0.018	R 2,691	0.040	R 1,865	3.25	R 18,656	4.0	R 11,776	R 60,705
<b>High Density Residential - flats</b>	<b>dwelling unit</b>	<b>0.450</b>	<b>R 10,720</b>	<b>0.400</b>	<b>R 9,139</b>	<b>0.008</b>	<b>R 1,196</b>	<b>0.040</b>	<b>R 1,865</b>	<b>2.75</b>	<b>R 15,786</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 50,482</b>
High Density Residential - student rooms	dwelling unit	0.180	R 4,288	0.150	R 3,427	0.004	R 598	0.015	R 699	1.25	R 7,175	1.0	R 2,944	R 19,132
										factor	R 6,378	factor	R 1,308	
Local Business - office	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.008	R 1,196	0.040	R 1,865	9.00	R 57,403	1.0	R 1,308	R 79,298
Local Business - retail	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.008	R 1,196	0.040	R 1,865	20.00	R 127,562	1.0	R 1,308	R 149,456
<b>General Business - office</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 9,529</b>	<b>0.350</b>	<b>R 7,997</b>	<b>0.008</b>	<b>R 1,196</b>	<b>0.040</b>	<b>R 1,865</b>	<b>9.00</b>	<b>R 57,403</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 79,298</b>
<b>General Business - retail</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 9,529</b>	<b>0.350</b>	<b>R 7,997</b>	<b>0.008</b>	<b>R 1,196</b>	<b>0.040</b>	<b>R 1,865</b>	<b>20.00</b>	<b>R 127,562</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 149,456</b>
Community	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.008	R 1,196	0.040	R 1,865	9.00	R 57,403	1.0	R 1,308	R 79,298
Education	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.008	R 1,196	0.040	R 1,865	9.00	R 57,403	1.0	R 1,308	R 79,298
										factor	R 8,292	factor	R 1,308	
Light Industrial	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.015	R 2,243	0.040	R 1,865	6.00	R 49,749	1.0	R 1,308	R 72,690
<b>General Industrial - light</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 9,529</b>	<b>0.350</b>	<b>R 7,997</b>	<b>0.015</b>	<b>R 2,243</b>	<b>0.040</b>	<b>R 1,865</b>	<b>6.00</b>	<b>R 49,749</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 72,690</b>
General Industrial - heavy	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.015	R 2,243	0.040	R 1,865	2.00	R 16,583	1.0	R 1,308	R 39,524
Noxious Industrial - heavy	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.015	R 2,243	0.040	R 1,865	2.00	R 16,583	1.0	R 1,308	R 39,524
										factor	R 6,378	factor	R 1,308	
Resort	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.008	R 1,196	0.040	R 1,865	9.00	R 57,403	1.0	R 1,308	R 79,298
Public Open Space	ha		R -		R -	0.200	R 29,902		R -		R -		R -	R 29,902
Private Open Space	ha		R -		R -	0.200	R 29,902		R -		R -		R -	R 29,902
Natural Environment	ha		R -		R -	0.200	R 29,902		R -		R -		R -	R 29,902
Utility Services	100m2 GLA	0.400	R 9,529	0.350	R 7,997	0.008	R 1,196	0.040	R 1,865	9.00	R 57,403	1.0	R 1,308	R 79,298
Public Roads and Parking	ha		R -		R -	0.700	R 104,657		R -		R -		R -	R 104,657
Transport Facility	ha		R -		R -	0.700	R 104,657		R -		R -		R -	R 104,657
Limited Use			R -		R -		R -		R -		R -		R -	R -
Special														
To be calculated based on equivalent demands														

Annexure A - Approved 2017- 18 DC tariff structure  
 Recommended:  
 Change the "20" to "9" and  
 "R127 562" to "R57 403"

DC per land-use: Dwars River 2017

Usage Codes															Total (excl Vat)
Land Use	Unit	Water		Sewer		Stormwater		Solid Waste		Roads		Community Facilities			
		kl/day	Cost	kl/day	Cost	ha*C	Cost	t/week	Cost	trips/day	Cost	person	Cost		
		factor	R 18,672	factor	R 26,617	factor	R 142,657	factor	R 40,323	factor	R 3,236	factor	R 2,944		
Single Residential >1000m2	dwelling unit	1,200	R 22,407	0,700	R 18,632	0,048	R 6,848	0,040	R 1,613	4,00	R 12,943	4,0	R 11,776	R 74,218	
<b>Single Residential &gt;500m2</b>	<b>dwelling unit</b>	<b>0.800</b>	<b>R 14,938</b>	<b>0.650</b>	<b>R 17,301</b>	<b>0.028</b>	<b>R 3,994</b>	<b>0.040</b>	<b>R 1,613</b>	<b>4.00</b>	<b>R 12,943</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 62,565</b>	
Single Residential >250m2	dwelling unit	0,700	R 13,071	0,600	R 15,970	0,023	R 3,281	0,040	R 1,613	4,00	R 12,943	4,0	R 11,776	R 58,654	
Single Residential <250m2	dwelling unit	0,600	R 11,203	0,500	R 13,309	0,018	R 2,568	0,040	R 1,613	4,00	R 12,943	4,0	R 11,776	R 53,412	
Less Formal Residential >250m2	dwelling unit	0,600	R 11,203	0,500	R 13,309	0,023	R 3,281	0,040	R 1,613	0,75	R 2,427	4,0	R 11,776	R 43,609	
Less Formal Residential <250m2	dwelling unit	0,450	R 8,403	0,400	R 10,647	0,018	R 2,568	0,040	R 1,613	0,75	R 2,427	4,0	R 11,776	R 37,433	
Group Residential >250m2	dwelling unit	0,700	R 13,071	0,600	R 15,970	0,023	R 3,281	0,040	R 1,613	3,75	R 12,134	4,0	R 11,776	R 57,845	
<b>Group Residential &lt;250m2</b>	<b>dwelling unit</b>	<b>0.600</b>	<b>R 11,203</b>	<b>0.500</b>	<b>R 13,309</b>	<b>0.018</b>	<b>R 2,568</b>	<b>0.040</b>	<b>R 1,613</b>	<b>3.25</b>	<b>R 10,516</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 50,985</b>	
Medium Density Residential >250m2	dwelling unit	0,700	R 13,071	0,600	R 15,970	0,023	R 3,281	0,040	R 1,613	2,75	R 8,898	4,0	R 11,776	R 54,609	
Medium Density Residential <250m2	dwelling unit	0,600	R 11,203	0,500	R 13,309	0,018	R 2,568	0,040	R 1,613	3,25	R 10,516	4,0	R 11,776	R 50,985	
<b>High Density Residential - flats</b>	<b>dwelling unit</b>	<b>0.450</b>	<b>R 8,403</b>	<b>0.400</b>	<b>R 10,647</b>	<b>0.008</b>	<b>R 1,141</b>	<b>0.040</b>	<b>R 1,613</b>	<b>2.75</b>	<b>R 8,898</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 42,478</b>	
High Density Residential - student rooms	dwelling unit	0,180	R 3,361	0,150	R 3,993	0,004	R 571	0,015	R 605	1,25	R 4,045	1,0	R 2,944	R 15,518	
		factor		factor						factor	R 3,595	factor	R 1,308		
Local Business - office	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,008	R 1,141	0,040	R 1,613	9,00	R 32,357	1,0	R 1,308	R 53,205	
Local Business - retail	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,008	R 1,141	0,040	R 1,613	20,00	R 71,905	1,0	R 1,308	R 92,753	
<b>General Business - office</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 7,469</b>	<b>0.350</b>	<b>R 9,316</b>	<b>0.008</b>	<b>R 1,141</b>	<b>0.040</b>	<b>R 1,613</b>	<b>9.00</b>	<b>R 32,357</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 53,205</b>	
<b>General Business - retail</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 7,469</b>	<b>0.350</b>	<b>R 9,316</b>	<b>0.008</b>	<b>R 1,141</b>	<b>0.040</b>	<b>R 1,613</b>	<b>20.00</b>	<b>R 71,905</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 92,753</b>	
Community	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,008	R 1,141	0,040	R 1,613	9,00	R 32,357	1,0	R 1,308	R 53,205	
Education	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,008	R 1,141	0,040	R 1,613	9,00	R 32,357	1,0	R 1,308	R 53,205	
		factor		factor						factor	R 4,674	factor	R 1,308		
Light Industrial	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,015	R 2,140	0,040	R 1,613	6,00	R 28,043	1,0	R 1,308	R 49,889	
<b>General Industrial - light</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 7,469</b>	<b>0.350</b>	<b>R 9,316</b>	<b>0.015</b>	<b>R 2,140</b>	<b>0.040</b>	<b>R 1,613</b>	<b>6.00</b>	<b>R 28,043</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 49,889</b>	
General Industrial - heavy	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,015	R 2,140	0,040	R 1,613	2,00	R 9,348	1,0	R 1,308	R 31,194	
Noxious Industrial - heavy	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,015	R 2,140	0,040	R 1,613	2,00	R 9,348	1,0	R 1,308	R 31,194	
		factor		factor						factor	R 3,595	factor	R 1,308		
Resort	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,008	R 1,141	0,040	R 1,613	9,00	R 32,357	1,0	R 1,308	R 53,205	
Public Open Space	ha		R -		R -	0,200	R 28,531		R -		R -		R -	R 28,531	
Private Open Space	ha		R -		R -	0,200	R 28,531		R -		R -		R -	R 28,531	
Natural Environment	ha		R -		R -	0,200	R 28,531		R -		R -		R -	R 28,531	
Utility Services	100m2 GLA	0,400	R 7,469	0,350	R 9,316	0,008	R 1,141	0,040	R 1,613	9,00	R 32,357	1,0	R 1,308	R 53,205	
Public Roads and Parking	ha		R -		R -	0,700	R 99,860		R -		R -		R -	R 99,860	
Transport Facility	ha		R -		R -	0,700	R 99,860		R -		R -		R -	R 99,860	
Limited Use			R -		R -		R -		R -		R -		R -	R -	
Special	To be calculated based on equivalent demands														

Annexure A - Approved 2017- 18 DC tariff structure  
 Recommended:  
 Change the "20" to "9" and  
 "R71 905" to "R32 357"

DC per land-use: Franschhoek 2017

Usage Codes														
Land Use	Unit	Water		Sewer		Stormwater		Solid Waste		Roads		Community Facilities		Total (excl Vat)
		kl/day	Cost	kl/day	Cost	ha *C	Cost	t/week	Cost	trips/day	Cost	person	Cost	
		factor	R 22,195	factor	R 14,691	factor	R 105,305	factor	R 50,490	factor	R 5,875	factor	R 2,944	
Single Residential >1000m2	dwelling unit	1.200	R 26,634	0.700	R 10,284	0.048	R 5,055	0.040	R 2,020	4.00	R 23,499	4.0	R 11,776	R 79,266
<b>Single Residential &gt;500m2</b>	<b>dwelling unit</b>	<b>0.800</b>	<b>R 17,756</b>	<b>0.650</b>	<b>R 9,549</b>	<b>0.028</b>	<b>R 2,949</b>	<b>0.040</b>	<b>R 2,020</b>	<b>4.00</b>	<b>R 23,499</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 67,548</b>
Single Residential >250m2	dwelling unit	0.700	R 15,536	0.600	R 8,815	0.023	R 2,422	0.040	R 2,020	4.00	R 23,499	4.0	R 11,776	R 64,067
Single Residential <250m2	dwelling unit	0.600	R 13,317	0.500	R 7,345	0.018	R 1,895	0.040	R 2,020	4.00	R 23,499	4.0	R 11,776	R 59,852
Less Formal Residential >250m2	dwelling unit	0.600	R 13,317	0.500	R 7,345	0.023	R 2,422	0.040	R 2,020	0.75	R 4,406	4.0	R 11,776	R 41,286
Less Formal Residential <250m2	dwelling unit	0.450	R 9,988	0.400	R 5,876	0.018	R 1,895	0.040	R 2,020	0.75	R 4,406	4.0	R 11,776	R 35,961
Group Residential >250m2	dwelling unit	0.700	R 15,536	0.600	R 8,815	0.023	R 2,422	0.040	R 2,020	3.75	R 22,030	4.0	R 11,776	R 62,599
<b>Group Residential &lt;250m2</b>	<b>dwelling unit</b>	<b>0.600</b>	<b>R 13,317</b>	<b>0.500</b>	<b>R 7,345</b>	<b>0.018</b>	<b>R 1,895</b>	<b>0.040</b>	<b>R 2,020</b>	<b>3.25</b>	<b>R 19,093</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 55,446</b>
Medium Density Residential >250m2	dwelling unit	0.700	R 15,536	0.600	R 8,815	0.023	R 2,422	0.040	R 2,020	2.75	R 16,155	4.0	R 11,776	R 56,724
Medium Density Residential <250m2	dwelling unit	0.600	R 13,317	0.500	R 7,345	0.018	R 1,895	0.040	R 2,020	3.25	R 19,093	4.0	R 11,776	R 55,446
<b>High Density Residential - flats</b>	<b>dwelling unit</b>	<b>0.450</b>	<b>R 9,988</b>	<b>0.400</b>	<b>R 5,876</b>	<b>0.008</b>	<b>R 842</b>	<b>0.040</b>	<b>R 2,020</b>	<b>2.75</b>	<b>R 16,155</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 46,657</b>
High Density Residential - student rooms	dwelling unit	0.180	R 3,995	0.150	R 2,204	0.004	R 421	0.015	R 757	1.25	R 7,343	1.0	R 2,944	R 17,665
										factor	R 6,527	factor	R 1,308	
Local Business - office	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.008	R 842	0.040	R 2,020	9.00	R 58,747	1.0	R 1,308	R 76,937
Local Business - retail	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.008	R 842	0.040	R 2,020	20.00	R 130,548	1.0	R 1,308	R 148,738
<b>General Business - office</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 8,878</b>	<b>0.350</b>	<b>R 5,142</b>	<b>0.008</b>	<b>R 842</b>	<b>0.040</b>	<b>R 2,020</b>	<b>9.00</b>	<b>R 58,747</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 76,937</b>
<b>General Business - retail</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 8,878</b>	<b>0.350</b>	<b>R 5,142</b>	<b>0.008</b>	<b>R 842</b>	<b>0.040</b>	<b>R 2,020</b>	<b>20.00</b>	<b>R 130,548</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 148,738</b>
Community	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.008	R 842	0.040	R 2,020	9.00	R 58,747	1.0	R 1,308	R 76,937
Education	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.008	R 842	0.040	R 2,020	9.00	R 58,747	1.0	R 1,308	R 76,937
										factor	R 8,486	factor	R 1,308	
Light Industrial	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.015	R 1,580	0.040	R 2,020	6.00	R 50,914	1.0	R 1,308	R 69,841
<b>General Industrial - light</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 8,878</b>	<b>0.350</b>	<b>R 5,142</b>	<b>0.015</b>	<b>R 1,580</b>	<b>0.040</b>	<b>R 2,020</b>	<b>6.00</b>	<b>R 50,914</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 69,841</b>
General Industrial - heavy	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.015	R 1,580	0.040	R 2,020	2.00	R 16,971	1.0	R 1,308	R 35,899
Noxious Industrial - heavy	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.015	R 1,580	0.040	R 2,020	2.00	R 16,971	1.0	R 1,308	R 35,899
										factor	R 6,527	factor	R 1,308	
Resort	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.008	R 842	0.040	R 2,020	9.00	R 58,747	1.0	R 1,308	R 76,937
Public Open Space	ha		R -		R -	0.200	R 21,061		R -		R -		R -	R 21,061
Private Open Space	ha		R -		R -	0.200	R 21,061		R -		R -		R -	R 21,061
Natural Environment	ha		R -		R -	0.200	R 21,061		R -		R -		R -	R 21,061
Utility Services	100m2 GLA	0.400	R 8,878	0.350	R 5,142	0.008	R 842	0.040	R 2,020	9.00	R 58,747	1.0	R 1,308	R 76,937
Public Roads and Parking	ha		R -		R -	0.700	R 73,714		R -		R -		R -	R 73,714
Transport Facility	ha		R -		R -	0.700	R 73,714		R -		R -		R -	R 73,714
Limited Use			R -		R -		R -		R -		R -		R -	R -
Special	To be calculated based on equivalent demands													

Annexure A - Approved 2017- 18  
 DC tariff structure  
 Recommended:  
 Change the "20" to "9" and  
 "R130 548" to "R58 747"

DC per land-use: Klapmuts 2017

Usage Codes														Total (excl Vat)
Land Use	Unit	Water		Sewer		Stormwater		Solid Waste		Roads		Community Facilities		
		kl/day	Cost	kl/day	Cost	ha *C	Cost	t/week	Cost	trips/day	Cost	person	Cost	
		factor	R 9,746	factor	R 19,569	factor	R 197,287	factor	R 59,461	factor	R 6,778	factor	R 2,944	
Single Residential >1000m2	dwelling unit	1.200	R 11,695	0.700	R 13,699	0.048	R 9,470	0.040	R 2,378	4.00	R 27,113	4.0	R 11,776	R 76,131
<b>Single Residential &gt;500m2</b>	<b>dwelling unit</b>	<b>0.800</b>	<b>R 7,797</b>	<b>0.650</b>	<b>R 12,720</b>	<b>0.028</b>	<b>R 5,524</b>	<b>0.040</b>	<b>R 2,378</b>	<b>4.00</b>	<b>R 27,113</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 67,308</b>
Single Residential >250m2	dwelling unit	0.700	R 6,822	0.600	R 11,742	0.023	R 4,538	0.040	R 2,378	4.00	R 27,113	4.0	R 11,776	R 64,369
Single Residential <250m2	dwelling unit	0.600	R 5,848	0.500	R 9,785	0.018	R 3,551	0.040	R 2,378	4.00	R 27,113	4.0	R 11,776	R 60,451
Less Formal Residential >250m2	dwelling unit	0.600	R 5,848	0.500	R 9,785	0.023	R 4,538	0.040	R 2,378	0.75	R 5,084	4.0	R 11,776	R 39,408
Less Formal Residential <250m2	dwelling unit	0.450	R 4,386	0.400	R 7,828	0.018	R 3,551	0.040	R 2,378	0.75	R 5,084	4.0	R 11,776	R 35,003
Group Residential >250m2	dwelling unit	0.700	R 6,822	0.600	R 11,742	0.023	R 4,538	0.040	R 2,378	3.75	R 25,418	4.0	R 11,776	R 62,674
<b>Group Residential &lt;250m2</b>	<b>dwelling unit</b>	<b>0.600</b>	<b>R 5,848</b>	<b>0.500</b>	<b>R 9,785</b>	<b>0.018</b>	<b>R 3,551</b>	<b>0.040</b>	<b>R 2,378</b>	<b>3.25</b>	<b>R 22,029</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 55,367</b>
Medium Density Residential >250m2	dwelling unit	0.700	R 6,822	0.600	R 11,742	0.023	R 4,538	0.040	R 2,378	2.75	R 18,640	4.0	R 11,776	R 55,896
Medium Density Residential <250m2	dwelling unit	0.600	R 5,848	0.500	R 9,785	0.018	R 3,551	0.040	R 2,378	3.25	R 22,029	4.0	R 11,776	R 55,367
<b>High Density Residential - flats</b>	<b>dwelling unit</b>	<b>0.450</b>	<b>R 4,386</b>	<b>0.400</b>	<b>R 7,828</b>	<b>0.008</b>	<b>R 1,578</b>	<b>0.040</b>	<b>R 2,378</b>	<b>2.75</b>	<b>R 18,640</b>	<b>4.0</b>	<b>R 11,776</b>	<b>R 46,586</b>
High Density Residential - student rooms	dwelling unit	0.180	R 1,754	0.150	R 2,935	0.004	R 789	0.015	R 892	1.25	R 8,473	1.0	R 2,944	R 17,788
										factor	R 7,531	factor	R 1,308	
Local Business - office	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.008	R 1,578	0.040	R 2,378	9.00	R 67,782	1.0	R 1,308	R 83,795
Local Business - retail	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.008	R 1,578	0.040	R 2,378	20.00	R 150,626	1.0	R 1,308	R 166,639
<b>General Business - office</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 3,898</b>	<b>0.350</b>	<b>R 6,849</b>	<b>0.008</b>	<b>R 1,578</b>	<b>0.040</b>	<b>R 2,378</b>	<b>9.00</b>	<b>R 67,782</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 83,795</b>
<b>General Business - retail</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 3,898</b>	<b>0.350</b>	<b>R 6,849</b>	<b>0.008</b>	<b>R 1,578</b>	<b>0.040</b>	<b>R 2,378</b>	<b>20.00</b>	<b>R 150,626</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 166,639</b>
Community	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.008	R 1,578	0.040	R 2,378	9.00	R 67,782	1.0	R 1,308	R 83,795
Education	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.008	R 1,578	0.040	R 2,378	9.00	R 67,782	1.0	R 1,308	R 83,795
										factor	R 9,791	factor	R 1,308	
Light Industrial	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.015	R 2,959	0.040	R 2,378	6.00	R 58,744	1.0	R 1,308	R 76,138
<b>General Industrial - light</b>	<b>100m2 GLA</b>	<b>0.400</b>	<b>R 3,898</b>	<b>0.350</b>	<b>R 6,849</b>	<b>0.015</b>	<b>R 2,959</b>	<b>0.040</b>	<b>R 2,378</b>	<b>6.00</b>	<b>R 58,744</b>	<b>1.0</b>	<b>R 1,308</b>	<b>R 76,138</b>
General Industrial - heavy	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.015	R 2,959	0.040	R 2,378	2.00	R 19,581	1.0	R 1,308	R 36,975
Noxious Industrial - heavy	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.015	R 2,959	0.040	R 2,378	2.00	R 19,581	1.0	R 1,308	R 36,975
										factor	R 7,531	factor	R 1,308	
Resort	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.008	R 1,578	0.040	R 2,378	9.00	R 67,782	1.0	R 1,308	R 83,795
Public Open Space	ha		R -		R -	0.200	R 39,457		R -		R -		R -	R 39,457
Private Open Space	ha		R -		R -	0.200	R 39,457		R -		R -		R -	R 39,457
Natural Environment	ha		R -		R -	0.200	R 39,457		R -		R -		R -	R 39,457
Utility Services	100m2 GLA	0.400	R 3,898	0.350	R 6,849	0.008	R 1,578	0.040	R 2,378	9.00	R 67,782	1.0	R 1,308	R 83,795
Public Roads and Parking	ha		R -		R -	0.700	R 138,101		R -		R -		R -	R 138,101
Transport Facility	ha		R -		R -	0.700	R 138,101		R -		R -		R -	R 138,101
Limited Use			R -		R -		R -		R -		R -		R -	R -
Special	To be calculated based on equivalent demands													

Annexure A - Approved 2017- 18  
 DC tariff structure  
 Recommended:  
 Change the "20" to "9" and  
 "R150 626" to "R67 782"

7.6.2	<b>APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES</b>
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Collaborator No: 552297  
 IDP KPA Ref No: *Good Governance & Compliance*  
 Meeting Date : 14<sup>th</sup> Council: 29 November 2017

**1. SUBJECT: APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES**

**2. PURPOSE**

To request approval from Council to finally approve the Electrical Services By-law (2017) and the appropriate Admission of Guilt Fines.

**3. DELEGATED AUTHORITY**

The Electrical Services By-Law is a document that must in terms of the Municipal Systems Act (Act 32 of 2000), Section 12 be adopted by Municipal Council.

**4. EXECUTIVE SUMMARY**

The current Electricity Supply By-Law (2013) was promulgated on 13 December 2013, but it has become necessary to review this By-Law mainly due to the municipal policy to allow the self-generation of electricity through photo voltaic or wind means.

A public participation process was followed and a workshop was held with Councillors.

The proposed Draft Electrical Supply Services By-Law will in comparison with the existing By-law address a wider spectrum of Electrical Services management matters thus ensuring that the Municipality conforms to its mandate in terms of the Constitution and NERSA Regulations ensuring safe and quality electrical services for its citizens.

It includes:

- a. Co-Generation
- b. Supplies to Backyard Dwellers
- c. Smart Meters
- d. Retail Wheeling
- e. Energy Efficient use
- f. Development Charges policy

A set of proposed Admission of Guilt Fines (AGF) is attached as **Annexure B**.

**5. RECOMMENDATIONS**

- (a) that the content of this report be noted;
- (b) that the attached Draft Electrical Services By-law (2017) be approved and adopted by Council as the final Electrical Services By-Law;



- 
- (c) that the Draft Electrical Services By-Law (2017), attached as Annexure A, once approved and adopted by Council, be promulgated in the Provincial Gazette by the Directorate: Strategic and Corporate Services' Legal Services' team;
  - (d) that the By-Law becomes active upon the date that it is published in the Western Cape Provincial Gazette; and
  - (e) that the proposed set of Admission of Guilt Fines (Attached as Annexure B) be accepted as the fines to be sought from the Chief Magistrate for this By-Law.

## 6. DISCUSSION / CONTENTS

### 6.1 Background

The current Electricity Supply By-Law was promulgated on 13 December 2013, but it has become necessary to review this By-Law mainly due to the municipal policy to allow the self-generation of electricity through photo voltaic or wind means.

A policy to allow the use of electricity derived from sun and wind ("green" electricity) has served at Council and this action, as well as others explained below, triggered the introduction of a new Electricity Services By-Law.

In order to allow the co-generation of electricity to become legal it was necessary to alter the old electricity services bylaw. Council approved the Draft Electrical Services By-Law in principle at its 10<sup>th</sup> meeting held on 26 July 2017.

Council considered all proposed alterations to the By-Law at a workshop held on 23 October 2017.

### 6.2 Discussion

A policy on the self-generation of electricity has previously been submitted to Council and is in the process of being changed to reflect the responses from Council.

It is however also necessary to change the Electricity Supply By-Law to allow the use of self-generation of electricity, since this is specifically prohibited in the current By-Law. In brief, the following changes are proposed to be adjusted in the current By-Law:

- a. Co-Generation of electricity through sun and wind methods.
- b. Ensuring the co-generation equipment conforms to the National Grid Code
- c. To make it possible to connect backyard dwellings to the electricity grid
- d. To allow for the installation of Smart Meters
- e. To allow the process of retail wheeling (permission for a third party to use the municipal electricity network to transport electricity at a fee)
- f. Enforcing the use of energy efficient electricity motors
- g. Allowing Council to reduce Development Charges for special cases.

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**6.3 Financial Implications**

There are no financial implications should the recommendations as set out in the report be accepted.

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

The Municipal Systems Act, Act 32 of 2000 as amended, Section 12(2)& (3) applies:

*“(2) A by-law must be made by a decision taken by a municipal council —*

*(a) in accordance with the rules and orders of the council; and*

*(b) with a supporting vote of a majority of its members.*

*(3) No by-law may be passed by a municipal council unless—*

*(a) all the members of the council have been given reasonable notice; and*

*(b) the proposed by-law has been published for public comment in a manner that allows the public an opportunity to make representations with regard to the proposed by-law.”*

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions:****10<sup>TH</sup> COUNCIL MEETING: 2017-07-26: ITEM 7.6.5****RESOLVED** (nem con)

- (a) that this report be noted;
- (b) that Council accepts **APPENDIX 1** as the draft By-Law, in terms of Section 12(1) of the Municipal Systems Act (MSA), for the new Draft Stellenbosch Electricity Supply By-Law;
- (c) that the Draft By-Law be further processed in terms of the Council's Rules of Order, inclusive of public participation- and other processes as per Section 12(3) of the Municipal Systems Act; and
- (d) that the said By-law thereafter be workshopped prior to being submitted to Council for final approval.

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management:****6.8.1 Director: Infrastructure Services**

Agree with the recommendations

**6.8.2 Director: Planning and Economic Development**

No comments received

**6.8.3 Director: Community and Protection Services:**

No comments received

**6.8.4 Director: Strategic and Corporate Services:**

No comments received

**6.8.5 Director Human Settlements and Property Management**

Agree with the recommendations.

**6.8.6 Chief Financial Officer:**

Agree with the recommendations.

**6.8.7 Municipal Manager:**

Agree with the recommendations.

**ANNEXURES****Annexure A: DRAFT ELECTRICAL SERVICES BY-LAW****Annexure B: PROPOSED ADMISSION OF GUILT FINES****MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.6.2****RECOMMENDED**

- (a) that the content of this report be noted;
- (b) that the attached Draft Electrical Services By-law (2017) be approved and adopted by Council as the final Electrical Services By-Law;
- (c) that the Draft Electrical Services By-Law (2017), attached as Annexure A, once approved and adopted by Council, be promulgated in the Provincial Gazette by the Directorate: Strategic and Corporate Services' Legal Services' team;
- (d) that the By-Law becomes active upon the date that it is published in the Western Cape Provincial Gazette; and
- (e) that the proposed set of Admission of Guilt Fines (Attached as Annexure B) be accepted as the fines to be sought from the Chief Magistrate for this By-Law.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Deon Louw
<b>POSITION</b>	<b>Director</b>
<b>DIRECTORATE</b>	<b>Infrastructure Services</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8213</b>
<b>E-MAIL ADDRESS</b>	<a href="mailto:Deon.louw@ Stellenbosch.gov.za">Deon.louw@Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<b>02 November 2017</b>

ANNEXURE A:

**DRAFT STELLENBOSCH ELECTRICITY SUPPLY BY-LAW 2017**

To provide for the distribution of electricity, supplied by Eskom or any other source, in the area of the Stellenbosch Municipality, to regulate activities which may have a detrimental effect on the distribution of electricity and to provide for matters incidental thereto.

Under the provisions of section 156 of the Constitution of the Republic of South Africa, 1996, and the Municipal Systems Act, Act 32 of 2000, Section 11, the Stellenbosch Municipality, enacts as follows:-

DRAFT

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## CHAPTER 1

### DEFINITIONS

#### 1. Definitions

(1) In this by-law, unless inconsistent with the context-

**"accredited person"** means a person registered in terms of the Regulations as an electrical tester for single phase, an installation electrician or a master installation electrician, as the case may be;

“Act” means the Electricity Regulation Act, 2006 (Act 4 of 2006);

**“applicable standard specification”** means-

SANS 1019 Standard voltage-, currents- and insulation levels for electricity supply

SANS 1607 Electromechanical watt-hour meters,

SANS 1524 Parts 0,1 & 2 - Electricity dispensing systems,

SANS IEC 60211 Maximum demand indicators, Class 1.0,

SANS IEC 60521 Alternating current electromechanical watt-hour meter (Classes 0.5, 1 & 2),

SANS 0142 Code of practice for the wiring of premises;

NRS 047 National Rationalized Specification for the Electricity Supply - Quality of Service

NRS 048 National Rationalized Specification for the Electricity Supply - Quality of

Supply NRS 057 Electricity Metering: Minimum Requirements, and NRS 069

Code of Practice For Recovery of Capital Costs for Distribution Network Assets;

“backyard dwelling” means an informal structure erected for residential purposes on premises in addition to an existing dwelling unit;

"certificate of compliance" means a certificate issued in terms of the Regulations in respect of an electrical installation or part of an electrical installation by an accredited person;

"customer" in relation to premises means:

- (a) any occupier thereof or any other person with whom the municipality has contracted to supply or generate, or is actually supplying or generating electricity thereat; or
- (b) if such premises are not occupied, any person who has a valid existing agreement with the municipality for the supply or generation of electricity to such premises; or
- (c) if there is no such person or occupier, the owner of the premises;



“credit meter” means a meter where an account is issued subsequent to the consumption of electricity;

“Development Charges” means once-off contributions made by customers/developers towards the capital costs of networks, other than the network directly and exclusively associated with the direct connection to a consumer, installed by the utility to meet the electricity needs of the customer/developer

“effective date” means the date on which the responsibility for the delivery of the electricity service is transferred to the municipality;

"electrical contractor" means an electrical contractor as defined in the Regulations;

"electrical installation" means an electrical installation as defined in the Regulations;

“grid” means an interconnected network for delivering electricity from producers to consumers. It consists of generating plants and devices that produce electrical power, high voltage transmission lines that carry power from distant sources to demand centres, distribution lines that interconnect sub regions and reticulation that connect individual customers.

“Grid Connection Code for Renewable Power Plants” means the minimum technical and design grid connection requirements for Renewable Power Plants (RPPs) connected to or seeking connection to the Stellenbosch Municipal electricity distribution system (DS).

“high voltage” means the set of nominal voltage levels that are used in power systems for bulk transmission of electricity in the range of  $44\text{kV} < U_n$  [SANS 1019];

“link charges” means the once off capital costs of the network outside of the boundaries of a development or customer and exclusively used by that development or customer;

“low voltage” means the set of nominal voltage levels that are used for the distribution of electricity and whose upper limit is generally accepted to be an a.c. voltage of 1000V ( or a DV voltage of 1500 V). [SANS 1019]

“medium voltage” means the set of nominal voltage levels that lie above low voltage and below high voltage in the range of  $1\text{ kV} < U_n$   $\square$  44 kV. [SANS 1019];

“meter” means a device which records the demand or the electrical energy consumed or purchased and includes conventional, prepayment meters, smart meters and net meters;

"motor load, total connected" means the sum total of the kW input ratings of all the individual motors connected to an installation;

"motor rating" means the maximum continuous kW output of a motor as stated on the maker's rating plate;

"motor starting current" in relation to alternating current motors means the root mean square value of the symmetrical current taken by a motor when energized at its rated voltage with its starter in the starting position and the rotor locked;

"municipality" means the municipality of Stellenbosch, established in terms of Section 12 of the Municipal Structures Act, 117 of 1998, and includes any political structure, political office bearer, councilor, duly authorised agent or any employee acting in connection with this by-law by virtue of a power vested in the municipality and delegated or sub-delegated to such political structure, political office bearer, councilor, agent or employee;

"NERSA" means the National Energy Regulator of South Africa

"net metering" means measuring the difference between the electricity supplied by the municipality and the electricity generated by a customer over the applicable billing period;

"occupier" in relation to any premises means-

- (a) any person in actual occupation of such premises;
- (b) any person legally entitled to occupy such premises;
- (c) in the case of such premises being subdivided and let to lodgers or various tenants, the person receiving the rent payable by such lodgers or tenants, whether on his own account or as agent for any person entitled thereto or interested therein, or
- (d) any person in control of such premises or responsible for the management thereof, and includes the agent of any such person when he or she is absent from the Republic of South Africa or his other whereabouts are unknown;

"owner" in respect of immovable property means-

- (a) the person in whom ownership vests;
- (b) in the event of the person in whom the ownership vests being insolvent or deceased, or subject to any legal disqualification, the person under whose control and administration such immovable property vest in his or her capacity as curator, trustee, executor, administrator, judicial manager, liquidator or any other lawful representative;

- (c) in any event where the council is unable to determine the identity of such a person, the person who is entitled to the beneficial use of such immovable property;
- (d) in the event of immovable property in respect of which a lease agreement of 30 years or longer had been concluded, the lessee thereof;
- (e) in respect of-
  - (i) a portion of land demarcated on a sectional title plan and registered in accordance with the Sectional Titles Act, 1986 (Act No 59 of 1986), the developer or the governing body in respect of the joint property;
  - (ii) a portion of land as defined in this Act, 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, 2008 (Act No 71 of 2008), a trust inter vivos, a trust mortis causa, a close corporation registered in accordance with the Close Corporations Act, 1984 (Act No 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;

"point of consumption" means a point of consumption as defined in the Regulations;

"point of metering" means the point at which the customer's consumption of electricity is metered and which may be at the point of supply or at any other point on the distribution system of the municipality or the electrical installation of the customer, as specified by the municipality; provided that it shall meter all of, and only, the customer's consumption of electricity;

"point of supply" means the point determined by the municipality at which electricity is supplied to any premises; "premises" means any portion of land, situated within the area of jurisdiction of the municipality, and of which the outer boundaries are demarcated on-

- (a) a general plan or diagram registered in accordance with the Land Survey Act, 1927 (Act No 9 of 1927) or the Deeds Registries Act, 1937 (Act No 47 of 1937); or
- (b) a sectional title plan registered in accordance with the Sectional Titles Act, 1986 (Act No 95 of 1986); and

includes any vehicle, aircraft or vessel.

“prepayment meter” means a meter that can be programmed to allow the flow of pre-purchased amounts of energy in an electrical circuit;

“Regulations” means Regulations made in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), as amended;

“retail wheeling” means the process of moving third party electricity from a point of generation across the distribution systems of the municipality and selling it to a customer;

“safety standard” means the Code of Practice for the Wiring of Premises SANS 10142-1 incorporated in the Regulations;

“service connection” means all cables and equipment required to connect the supply mains to the electrical installation of the customer at the point of supply;

“service protective device” means any fuse or circuit breaker installed for the purpose of protecting the municipality’s equipment from overloads or faults occurring on the installation or on the internal service connection;

“smart grid” means an electrical grid which includes a variety of operational and energy measures including smart meters, smart appliances, renewable energy resources, and energy efficient resources

“smart meter” means an electricity meter that allows for –

- (a) measurement of energy consumed on a time interval basis;
- (b) real-time or near-time registration of electricity use;
- (c) two-way communication between the customer/end-user and the municipality;
- (d) storage of time interval data and transfer thereof remotely to the municipality;
- (e) remote limitation of the throughput through the meter (switching off of non-essential equipment or in the extreme case cutting of the electricity to the customer);

- (f) interconnection to premise-based networks and devices (e.g., local generation such as Photo Voltaic Cells and Wind Generation);
- (g) ability to measure electricity consumed and electricity supplied on separate registers;
- (h) ability to read other, on-premise or nearby commodity meters (e.g., gas, water); and
- (i) ability to detect theft of electricity or tampering to the meter itself.

"standby supply" means an alternative electricity supply not normally used by the customer;

"supply mains" means any part of the municipality's electricity network;

"tariff" means the municipality's tariff for the supply of electricity and sundry fees applicable;

"temporary supply" means an electricity supply required by a customer for a period and in terms of conditions negotiated within a temporary supply agreement;

"the law" means any applicable law, proclamation, ordinance, act of parliament or enactment having force of law;

"token" means the essential element of a prepayment metering system used to transfer information from a point of sale for electricity credit to a prepayment meter and vice versa;

"voltage" means the root-mean-square value of electrical potential between two conductors.

- (2) All other terms used in this by-law shall, unless the context otherwise requires, have the meaning assigned thereto in the Electricity Regulation Act, 2006 (Act 4 of 2006), as amended, or the Occupational Health and Safety Act, 1993 (Act 85 of 1993), as amended.

## CHAPTER 2

### GENERAL CONDITIONS OF SUPPLY

#### 2. Provision of electricity services

- (1) Only the municipality may supply or contract for the supply of electricity within its jurisdictional area.
- (2) The municipality may permit the supply or retail wheeling of electricity through its network by another electricity supplier which is licensed to supply electricity in terms of the Act.
- (3) Permission in terms of sub section (2) shall be governed by a service delivery agreement as required by section 80 of the MSA.
- (4) The municipality may permit the co-generation of electricity its customers subject to-
  - (a) a generation agreement being entered into;
  - (b) compliance with the relevant requirements of the ERA pertaining to the generation of electricity and the safety thereof;
  - (c) registration at the municipality of all fixed installations where electricity is generated; and
  - (d) compliance with the municipality's safety and quality requirements prior to allowance of the generation of electricity onto the municipal networks.
- (5) The surplus generation of electricity may be prohibited and the municipality may determine conditions for such surplus generation pertaining to timing and quantity.

#### 3. Supply by agreement

- (1) No person may use or be entitled to use an electricity supply from the municipality unless or until such person has entered into an agreement in writing with the municipality for such supply, and such agreement together with the provisions of this by-law shall in all respects govern such supply.

- (2) If a person uses an electricity supply without entering into an agreement he or she shall be liable for the cost of electricity used as stated in section 44 of this by-law.
- (3) No person may generate electricity by way of a fixed installation and into a municipal network unless an agreement has been concluded with the municipality, and such agreement together with the provisions of this by-law, as well as any other legislation governing the licensing of generators, shall govern such generation of electricity.

#### **4. Service of notice**

- (1) Any notice or other document that is served on any person in terms of this by-law is regarded as having been served-
  - (a) when it has been delivered to that person personally
  - (b) when it has been left at that person's place of residence or business in the Republic with a person apparently over the age of sixteen years;
  - (c) when it has been posted by registered or certified mail to that person's last known residential or business address in the Republic and an acknowledgement of the posting thereof from the postal service is obtained;
  - (d) if that person's address in the Republic is unknown, when it has been served on that person's agent or representative in the Republic in the manner provided by paragraphs (a), (b) or (c); or
  - (e) if that person's address and agent or representative in the Republic is unknown, when it has been posted in a conspicuous place on the property or premises, if any, to which it relates.
- (2) When any notice or other document must be authorised or served on the owner, occupier or holder of any property or right in any property, it is sufficient if that person is described in the notice or other document as the owner, occupier or holder of the property or right in question, and it is not necessary to name that person.
- (3) Any legal process is effectively and sufficiently served on the municipality when it is delivered to the municipal manager or a person in attendance at the municipal manager's office.

## **5. Compliance with notices**

Any person on whom a notice duly issued or given under this by-law is served must within the time specified in such notice, comply with its terms.

## **6. Application for supply or generation**

- (1) Application for the supply or generation of electricity must be made in writing by the prospective customer on the prescribed form obtainable at the office of the municipality, and the estimated load, in kVA, of the installation, must be stated therein. Such application must be made as early as possible but not less than the time allowed by NRS 047-1, paragraph 4.2.3 before the supply of electricity is required in order to facilitate the work of the municipality.
- (2) Applicants for the supply or generation of electricity must submit the following documents with their application-
  - (a) identity document or passport, and, in the case of a business, a letter of resolution delegating the authority to the applicant.
  - (b) a valid lease agreement, in the case of a tenant, or, in the case of an owner, a title deed or other proof of ownership of the premises for which a supply or generation of electricity is required.
- (3) An application for a new temporary supply or the continuation of an expired temporary supply of electricity shall be considered at the discretion of the municipality which may specify any special conditions to be satisfied in such case.

## **7. Processing of requests for supply or generation**

Applications for the supply or generation of electricity will be processed and made available within the periods stipulated in NRS 047.

## **8. Way leaves**

- (1) The municipality may refuse to lay or erect a service connection above or below ground or thoroughfare or land not vested in the municipality or on any private property, unless and until the prospective customer has obtained written permission granted by the owner of the said private property or by the person in whom is vested the legal title to the land or thoroughfare, authorising the laying or erection of a service connection thereon.
- (2) If such permission is withdrawn at any time or if the aforesaid private property or thoroughfare changes ownership and the new owner refuses to grant or



continue such permission, the cost of any alteration required to be made to a service connection in order that the supply of electricity may be continued, and any removal thereof, shall be borne by the customer to whose premises the supply of electricity is required to be continued.

- (3) A way leave granted in terms of sub section (1) shall be binding on the owner of the property who granted the way leave and his or her successors in title for as long as the electricity connection is operative and may not be withdrawn without permission of the municipality.

## **9. Statutory Servitude**

- (1) Subject to the provisions of section 10(1) and subsection (3) below, the municipality may within its municipal area:
  - (a) control, provide, establish and maintain electricity services;
  - (b) acquire, construct, lay, extend, enlarge, divert, maintain, repair, discontinue the use of, close up and destroy electricity supply mains;
  - (c) construct, erect or lay any electricity supply main on, across, through, over or under any street or immovable property and the ownership of any such main shall vest in the municipality;
  - (d) do any other thing necessary or desirable for or incidental, supplementary or ancillary to any matter contemplated in subsections (a) to (c).
- (2) If the municipality constructs, erects or lays any electricity supply main on, across, through, over or under any street or immovable property not owned by the municipality or under the control of or management of the municipality, it shall pay to the owner of such street or property compensation in an amount agreed upon or, in the absence of agreement, as determined either by arbitration or a court of law.
- (3) The municipality must, before commencing any work other than repairs or maintenance on or in connection with any electricity supply main on immovable property not owned by the municipality or under the control or management of the municipality, give the owner or occupier of such property reasonable notice of the proposed work and the date on which it proposes to commence such work.

**10. Right of admittance to inspect, test or do maintenance work**

- (1) The municipality shall, through its employees, contractors and their assistants and advisers, have access to or over any property for the purposes of-
  - (a) doing anything authorised or required to be done by the municipality under this by-law or any other law;
  - (b) inspecting and examining any service mains and anything connected therewith;
  - (c) enquiring into and investigating any possible source of electricity supply or the suitability of immovable property for any work, scheme or undertaking of the municipality and making any necessary survey in connection therewith;
  - (d) ascertaining whether there is or has been a contravention of the provisions of this by-law or any other law, and
  - (e) enforcing compliance with the provisions of this by-law or any other law.
- (2) The municipality shall pay compensation, as agreed upon, to any person suffering damage as a result of the exercise of the right of access contemplated by subsection (1).
- (3) Sub section (2) does not apply where the municipality is authorised to execute work at the cost of such person or some other person.
- (4) In the absence of agreement compensation may be determined by arbitration or a court of law.
- (5) An employee of the municipality may, by notice in writing require such owner or occupier, to provide access to such property for a purpose referred to in subsection (1).
- (6) In case of emergency the municipality may enter any premises or property without notice and may take whatever action is necessary or desirable to protect life or property.
- (7) A person representing the municipality, who wishes to enter private property, must, on request, provide his or her identification.

**11. Refusal or failure to give information**

- (1) No person may refuse information as may be reasonably required of him or her by any authorised official of the municipality or render any false information to any such official regarding any electrical installation work completed or contemplated.

- (2) The municipality shall not, subject to the provisions of any other law, or its Customer Care Policy, make any information available concerning the supply or account details for any premises to any third party without the written permission of the customer who signed the supply agreement for the supply to the premises or generation there from concerned except to the owner of a property upon written request to the municipality.

## **12. Refusal of admittance**

No person may wilfully hinder, obstruct, interfere with or refuse admittance to any authorised official of the municipality in the performance of his duty under this by-law or any other relevant legislation or of any duty connected therewith or relating thereto.

## **13. Improper use**

- (1) No person may use electricity for any purpose or deal with electricity in any manner which the municipality has reasonable grounds for believing interferes in an improper or unsafe manner or is calculated to interfere in an improper or unsafe manner with the efficient supply of electricity to any other customer, the municipality may, with or without notice, disconnect the electricity supply provided that such supply shall be restored as soon as the cause for the disconnection has been permanently remedied or removed and the relevant fees have been paid.
- (2) The fee as prescribed by the municipality for the disconnection and reconnection must be paid by the customer before the electricity supply is restored, unless it can be shown that the customer did not use or deal with the electricity in an improper or unsafe manner.

## **14. Electricity tariffs and Fees**

Copies of tariffs and Fees may be obtained at the offices of the municipality.

## 15. Deposits

- (1) The municipality may in terms of its Customer Care, Credit Control and Debt Collection By-law require the customer to deposit a sum of money as security in payment of any tariff which is due or may become due to the municipality.
- (2) The amount of the deposit in respect of each electricity installation shall be determined annually by the municipality in terms of its Tariff Policy.

## 16. Payment of tariffs

The customer shall be liable for all tariffs listed in the prescribed tariff for the electricity service as approved by the municipality in terms of its Tariff Policy and all amounts due in terms thereof shall be recovered in terms of the municipality's Credit Control and Debt Collection By-law.

## 17. Interest on overdue accounts

The municipality may charge interest on accounts which are not paid by the due date appearing on the account, at an interest rate as approved by the municipality.

## 18. Principles for the resale of electricity

- (1) Unless authorised by the municipality, no person may sell or supply electricity supplied to his or her premises or generated by him or her under an agreement with the municipality, to any other person or persons for use on any other premises, or permit or allow such resale or supply to take place.
- (2) A reseller must comply with the licensing and registration requirements set out in the Electricity Regulation Act.
- (3) If electricity is resold for use upon the same premises, the electricity resold must be measured by a sub meter of a type which has been approved by South African Bureau of Standards (SABS) and supplied, installed and programmed in accordance with the standards of the municipality.
- (4) The tariff at which and the conditions of sale under which electricity is thus resold shall not be less favourable to the purchaser than those that would have been payable and applicable had the purchaser been supplied directly with electricity by the municipality.

- (5) Every reseller must furnish the purchaser with monthly accounts that are at least as detailed as the relevant billing information details provided by the municipality to its electricity customers.
- (6) The municipality may request audited reports from resellers to prove that the above resale conditions are met. The cost to obtain audited reports will be borne by the reseller.
- (7) The Reseller of Electricity will further abide by conditions laid down by NERSA, from time to time, relating to resellers of electricity.

#### 19. Right to disconnect or remove supply

- (1) The municipality has the right to disconnect the supply of electricity to any premises-
  - (a) without notice where-
    - (i) there is grave risk to person or property if the supply is not disconnected; or
    - (ii) there is evidence of tampering as contemplated in section 26; or
  - (b) with reasonable written notice where-
    - (i) a customer fails to pay any amounts due to the municipality in connection with electricity supply; or
    - (ii) any provision of this by-law has been contravened and the customer has failed to remedy the default after proper notice has been given;
    - (iii) access to inspect metering equipment has been denied; or
- (2) In the case of a contravention of section 18(1) of this by-law, the municipality has the right to limit the supply of electricity to the premises from which electricity is supplied or sold, to 20 AMP.
- (3) After disconnection for non-payment of accounts or the improper or unsafe use of electricity, the tariff as prescribed by the municipality shall be paid for re-connection of such supply.
- (4) In the case where an installation has been illegally re-connected on a customer's premises after having been legally disconnected by the municipality, or in the case where the municipality's electrical equipment has

been tampered with to prevent the full registration of consumption by the meter, the municipality may remove the electricity supply from those premises.

20. **Non-liability of the municipality**

The municipality shall not be liable for any loss or damage, direct or consequential, suffered or sustained by a customer as a result of or arising from the cessation, interruption or any other abnormality of the supply of electricity, unless caused by negligence on the part of the municipality.

21. **Leakage of electricity**

No rebate shall be allowed on the account for electricity supplied and metered in respect of electricity wasted owing to leakage or any other fault in the electrical installation.

22. **Failure of supply**

- (1) The municipality does not undertake to attend to a failure of supply of electricity due to a fault in the electrical installation of the customer, except when such failure is due to the operation of the service protective device or any other devices of the municipality.
- (2) When any failure of supply of electricity is found to be due to a fault in the electrical installation of the customer or to the faulty operation of apparatus used in connection therewith, the municipality may charge the customer the tariff as prescribed by the municipality for each restoration of the supply of electricity in addition to the cost of making good or repairing any damage which may have been done to the service main and meter by such fault or faulty operation.

23. **Seals of the municipality**

- (1) The meter, load control devices or service protective devices and all apparatus belonging to the municipality shall be sealed or locked by an authorised official of the municipality, and no unauthorised person shall in any manner or for any reason whatsoever remove, break, deface, or tamper or interfere with such seals or locks.
- (2) The municipality may charge the fees determined in its Tariff Policy should a seal be broken or removed by a customer.

#### 24. Tampering with service connection or supply mains

- (1) No person shall in any manner or for any reason tamper or interfere with, vandalise, fix advertising medium to or deface any meter or metering equipment or service connection or service protective device or supply mains or any other equipment of the municipality or illegally connect into the electricity wiring of any other customer.
- (2) Where prima facie evidence exists of a customer or any person having contravened subsection (1), the municipality may disconnect the supply of electricity immediately without prior notice to the customer and in addition institute legal action against the customer.
- (3) Where a customer or any person has contravened subsection(1) and such contravention has resulted in the meter recording less than the true consumption, the municipality shall have the right to recover from the customer the full cost of his estimated consumption.

#### 25. Protection of municipality's supply mains

- (1) No person may, except with the consent of the municipality and subject to such conditions as may be imposed –
  - (a) construct, erect or lay, or permit the construction, erection or laying of any building, structure or other object, or plant trees or vegetation over or in such a position or in such a manner as to interfere with or endanger the supply mains.
  - (b) excavate, open up or remove the ground above, next to, under or near any part of the supply mains.
  - (c) damage, endanger, remove or destroy, or do any act likely to damage, endanger or destroy any part of the supply mains; or
  - (d) make any unauthorised connection to any part of the supply mains or divert or cause to be diverted any electricity there from.
- (2) The owner or occupier must limit the height of trees or length of projecting branches in the proximity of overhead lines or provide a means of protection which in the opinion of the municipality will adequately prevent trees from interfering with the conductors should a tree or branch fall or be cut down.
- (3) Should the owner fail to observe this provision the municipality may, after prior written notification, or at any time in an emergency, order the owner to cut or

trim the trees or other vegetation in such a manner as to comply with this provision.

- (3) The municipality may, subject to obtaining an order of court, demolish, alter or otherwise deal with any building, structure or other object constructed, erected or laid in contravention with this by-law.
- (4) The municipality may in the case of an emergency or disaster remove anything damaging, obstructing or endangering or likely to damage, obstruct, endanger or destroy any part of the electrical distribution system.

#### 26. **Prevention of tampering with service connection or supply mains**

If the municipality finds it necessary or desirable to take special precautions in order to prevent tampering with any portion of the supply mains, service connection or service protective device or meter or metering equipment, the municipality may require the customer to either supply and install the necessary protection or pay the costs involved where such protection is supplied by the municipality.

#### 27. **Unauthorised connections**

No unauthorised person shall directly or indirectly connect, attempt to connect or cause or permit to be connected any electrical installation or part thereof to the supply mains or service connection.

#### 28. **Unauthorised re-connections**

- (1) No unauthorised person shall re-connect, attempt to re-connect or cause or permit to be re-connected to the supply mains or service connection any electrical installation or installations which has or have been disconnected by the municipality.
- (2) Where the supply of electricity that has been disconnected is found to have been re-connected, the customer using the supply of electricity shall be liable for all tariffs for electricity consumed between the date of disconnection and the date the electricity supply was found to be re-connected and any other tariff raised in this regard.
- (3) The municipality has the right to remove part of or all of the supply equipment until such time as payment has been received in full in which case the customer



will be responsible for all the costs associated with the re-instatement of such supply equipment.

#### 29. Temporary disconnection and re-connection

- (1) The municipality must, at the request of the customer, temporarily disconnect and re-connect the supply of electricity to the customer's electrical installation upon payment of the prescribed tariff for each such disconnection and subsequent re-connection.
- (2) In the event of the necessity arising for the municipality to effect a temporary disconnection and re-connection of the supply of electricity to a customer's electrical installation where the customer is not responsible for bringing about this necessity, the municipality shall waive payment of the tariff referred to.
- (3) The municipality may only under exceptional circumstances temporarily disconnect the supply of electricity to any premises without notice, for the purpose of effecting repairs or carrying out tests or for any other purpose.

#### 30. Temporary supplies

- (1) If any temporary supply of electricity supply is found to interfere with the efficient and economical supply of electricity to other customers, the municipality may, with notice, or under exceptional circumstances without notice, terminate such temporary supply and the municipality shall not be liable for any loss or damage suffered by the customer because of such termination.
- (2) A temporary supply shall be valid for 12 months after which a new application must be submitted for continued use.
- (3) The municipality may disconnect a temporary supply if conditions pertaining thereto are not complied with.

#### 31. Temporary work

- (1) Electrical installations requiring a temporary supply of electricity may not be connected directly or indirectly to the supply mains except with the permission of the municipality.
- (2) Full information as to the reasons for and nature of such temporary work must accompany the application for such permission, and the municipality may refuse or grant permission.

- (3) Where permission is refused, the applicant must be informed of the reasons for the decision.

### 32. Load reduction

- (1) At times of peak load or in an emergency, or when it is necessary to reduce the load on the electricity supply system of the municipality, it may without notice interrupt and, for such period as it may deem necessary, discontinue the electricity supply to any customer's electrically operated thermal storage water heater or any other specific appliance or the whole installation.
- (2) The municipality shall not be liable for any loss or damage directly or consequentially due to or arising from such interruption and discontinuance of the electricity supply.
- (3) Except at times of peak load or in cases of emergency, the municipality shall where possible and practically viable not interrupt the electricity supply system to a customer without reasonable notice.
- (4) The municipality may install upon the premises of the customer such apparatus and equipment as may be necessary to give effect to the provisions of subsection (1), and any authorised official of the municipality may at any reasonable time enter any premises for the purpose of installing, inspecting, testing adjusting or changing such apparatus and equipment.
- (5) Notwithstanding the provisions of subsection (3), the customer or the owner, must, when installing an electrically operated water storage heater, provide such necessary accommodation and wiring as may be necessary to facilitate the later installation of the apparatus and equipment referred to in subsection (4).

### 33. High, medium and low voltage switchgear and equipment

- (1) In cases where a supply of electricity is given at either high, medium or low voltage, the supply and installation of the switchgear, cables and equipment forming part of the service connection must, unless otherwise approved by the municipality, be paid for by the customer.
- (2) All such equipment installed on the customer's premises must comply with the municipality's electrical performance standards.

- (3) No unauthorised person shall open, close, isolate, link or earth high or medium voltage switchgear or equipment without giving reasonable prior notice to the municipality's System Control Centre.
- (4) In the case of a high or medium voltage supply, where the customer has high or medium voltage switchgear installed, the municipality must be advised of the competent person appointed by the customer in terms of the Regulations, and of any changes made to such appointments.
- (5) In the case of a low voltage supply of electricity, the customer must provide and install a low voltage main switch or any other equipment required by the municipality.
- (6) In the case where fixed generators of any kind are installed on the customer's premises, he or she must ensure that the necessary safety isolation equipment as prescribed by the municipality's safety standards is installed to prevent any back feed of electricity after the municipal network has been isolated,

#### 34. Substation accommodation

- (1) The municipality may require the owner to provide and maintain accommodation which shall constitute a substation and which must consist of a separate room or rooms to be used exclusively for the purpose of housing medium voltage cables and switchgear, transformers, low voltage cables and switchgear and other equipment necessary for the supply of electricity requested by the applicant.
- (2) The accommodation must be situated at a point to which free, adequate and unrestricted access is available at all times for purposes connected with the operation and maintenance of the equipment.
- (2) The municipality reserves the right to supply its own networks from its own equipment installed in such accommodation, and if additional accommodation is required by the municipality, such additional accommodation must be provided by the applicant at the cost of the municipality.

#### 35. Wiring diagram and specification

- (1) When more than one electrical installation or electricity supply from a common main or more than one distribution board or meter is required for any building or block of buildings, the wiring diagram of the circuits starting from the main switch and a specification shall on request be supplied to the municipality in duplicate for approval before the work commences.

- (2) Where an electrical installation is to be supplied from a substation on the same premises on which the current is transformed from high voltage, or from one of the substations of the municipality through mains separate from the general distribution system, a complete specification and drawings for the plant to be installed by the customer must, if so required, be forwarded to the municipality for approval before any material in connection therewith is ordered.

### 36. Standby supply

- (1) No person shall be entitled to a standby supply of electricity from the municipality for any premises having a separate source of electricity supply except with the written consent of the municipality.
- (2) Upon cessation of the electricity supply the municipality may supply standby electricity in any manner as necessary.

### 37. Customers alternate electricity supply equipment

- (1) No alternate electricity supply equipment provided by a customer in terms of any Regulations or for his own operational requirements may be connected to any installation without the prior written approval of the municipality.
- (2) Application for such approval must be made in writing and must include a full specification of the equipment and a wiring diagram.
- (3) The equipment must be so designed and installed that it is impossible for the municipality's supply mains to be energised by means of a back feed from such equipment when the municipality's supply has been de-energised .
- (4) The customer shall be responsible for providing and installing all such protective equipment.
- (5) Where, by special agreement with the municipality, the customer's alternate supply equipment is permitted to be electrically coupled to, and run in parallel with the municipality's supply mains, the customer shall be responsible for providing, installing and maintaining all the necessary synchronising and protective equipment required for such safe parallel operation.
- (6) The Municipality may disconnect the main supply to any premises if such equipment does not operate to the requirements of the Grid Connection Code for Renewable Power Plants.

38. **Circular letters**

The municipality may from time to time issue circulars detailing its requirements and standards regarding matters not specifically covered in the Regulations or this by-law but which are necessary for the safe and efficient operation and management of the supply of electricity.

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## CHAPTER 3

## RESPONSIBILITIES OF CUSTOMERS

## 39. Customer to erect and maintain electrical installation

Any electrical installation connected or to be connected to the supply mains, and any additions or alterations thereto must be provided and maintained by the customer at his or her own expense and in accordance with this by-law and the Regulations.

## 40. Fault in electrical installation

- (1) If any fault develops in the electrical installation, which constitutes a hazard to persons, livestock or property, the customer must immediately disconnect the electricity supply and without delay give notice thereof to the municipality and where possible, take steps to remedy the fault.
- (2) The municipality may recover from the customer the costs for any expense to which it may be put in connection with a fault in the electrical installation.

## 41. Discontinuance of use of supply

In the event of a customer desiring to discontinue using the electricity supply, he or she must give at least two full working days' notice in writing of such intended discontinuance to the municipality, failing which he or she shall remain liable for all payments due in terms of the tariff for the supply of electricity until the expiration of two full working days after such notice has been given.

## 42. Change of occupier

- (1) A customer vacating any premises must give the municipality not less than two full working days' notice in writing of his intention to discontinue using the electricity supply, failing which he or she shall remain liable for such supply.
- (2) If the person taking over occupation of the premises desires to continue using the electricity supply, he or she must apply in terms of section 3 of this by-law, and if he or she fails to apply for an electricity supply within ten working days

of taking occupation of the premises, the supply of electricity may be disconnected.

- (3) The said person shall be liable for the electricity consumption from the date of occupation till such time as the supply is so disconnected.
- (4) Where premises are fitted with pre-payment meters any person occupying the premises at that time shall be regarded to be the customer.
- (5) Until such time as an application is made in terms of section 3, he or she shall be liable for consumption at that metering point as well as any outstanding amounts whether accrued by that person or not.
- (6) The municipality may impose conditions, which may include the withholding of electricity supply to premises where the previous customer's account is in arrears.
- (7) In the event of change of ownership a new certificate of compliance for the premises shall be issued by an accredited electrician, unless the existing certificate was issued within the preceding 24 month period and no subsequent alteration of the electrical installation was effected.

#### 43. Service apparatus

- (1) The customer shall be liable for all costs arising from damage to or loss of any metering equipment, service protective device, service connection or other apparatus on the premises, unless such damage or loss is shown to have been caused by an occurrence of natural forces or an act or omission of an employee of the municipality or caused by an abnormality in the supply of electricity to the premises.
- (2) If, during a period of disconnection of an installation from the supply mains, the service main, metering equipment or any other service apparatus, being the property of the municipality and having been previously used or removed without its permission, or has been damaged so as to render re-connection dangerous, the owner or occupier of the premises during such period shall bear the cost of overhauling or replacing such equipment.
- (3) Where there is a common metering position, the liability detailed in subsection (1) shall rest upon the owner of the premises.
- (4) The amount due in terms of subsection (1) shall be evidenced by a certificate from the municipality which shall be final and binding.

## CHAPTER 4

## SPECIFIC CONDITIONS OF SUPPLY

## 44. Service connection

- (1) The customer shall bear the cost of the service connection, as approved by the municipality.
- (2) Notwithstanding the fact that the customer bears the cost of the service connection, ownership of the service connection, laid or erected by the municipality, shall vest in the municipality and the municipality shall be responsible for the maintenance of such service connection up to the point of supply.
- (3) The customer shall not be entitled to any compensation from the municipality in respect of such service connection.
- (4) The work to be carried out by the municipality at the cost of the customer for a service connection to his or her premises shall be determined by the municipality.
- (5) A service connection shall be laid underground, whether the supply mains are laid underground or erected overhead, unless an overhead service connection is specifically required by the municipality.
- (6) The municipality may require a customer to replace an overhead connection with an underground service connection when overhead services are damaged or where it poses a threat to the installation.
- (7) The customer must provide, fix or maintain on his premises such ducts, wire ways, trenches, fastenings and clearance to overhead supply mains as may be required by the municipality for the installation of the service connection.
- (8) The conductor used for the service connection must have a cross-sectional area according to the size of the electrical supply but may not be less than 10 mm<sup>2</sup> (copper or copper equivalent), and all conductors must have the same cross-sectional area, unless otherwise approved by the municipality.
- (9) Unless otherwise approved, the municipality shall only provide one service connection to each registered erf.



- (10) Where two or more premises belonging to one owner are situated on adjacent erven and the properties are operated in a consolidated manner, only a single bulk supply of electricity may be made available, provided that the municipality may require the customer to consolidate the erven or to have them tied notarially.
- (11) Any covers of a wire way carrying the supply circuit from the point of supply to the metering equipment must be made to accept the seals of the municipality.
- (12) The service conductor or cable within the meter box must terminate in an unobscured position and the conductors must be visible throughout their length when cover plates, if present, are removed.
- (13) In the case of blocks of buildings occupied by a number of individual customers, separate wire ways and conductors or cables must be laid from the common metering room or rooms to each individual customer in the block of buildings; alternatively, if trunking is used, the conductors of the individual circuits must be clearly identified (tied together every 1,5m) throughout their length.

#### 45. Metering accommodation

- (1) The customer must, if required by the municipality, provide accommodation in an approved position, the meter board and adequate conductors for the municipality's metering equipment, service apparatus and protective devices.
- (2) Such accommodation and protection must be provided and maintained at the cost of the customer or the owner and must be situated, in the case of credit meters, at a point to which free and unrestricted access must be available for the reading of meters but at all times for purposes connected with the operation and maintenance of the service equipment.
- (3) Where sub metering equipment is installed, accommodation separate from the municipality's metering equipment must be provided.
- (4) The customer or, in the case of a common meter position, the owner of the premises must provide adequate electric lighting in the space set aside for accommodating the metering equipment and service apparatus.
- (5) Where the position of the meter, service connection, protective devices or main distribution board is no longer readily accessible or becomes a course of danger to life or property or in any way becomes unsuitable, the customer must remove it to a new position, and the cost of such removal must be borne by the customer.

- (6) The accommodation for the municipality's metering equipment and protective devices may, if approved, include the customer's main switch and main protective devices and no apparatus other than that used in connection with the supply of electricity and use of electricity may be installed or stored in such accommodation unless approved.

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## CHAPTER 5

## SYSTEMS OF SUPPLY

## 46. Load requirements

Alternating current supplies shall be given as prescribed by the NRS 048 and in the absence of a quality of supply agreement, supplies as set out in applicable standard specification shall be given.

## 47. Load limitations

- (1) Where the estimated load, calculated in terms of the safety standard, does not exceed 15 kVA, the electrical installation shall be arranged for a two-wire single-phase supply of electricity, unless otherwise approved by the municipality.
- (2) Where a three-phase four-wire supply of electricity is provided, the load shall be approximately balanced over the three phases but the maximum out-of-balance load shall not exceed 15kVA, unless otherwise approved by the municipality.
- (3) No current-consuming appliance, inherently single phase in character, with a rating which exceeds 15kVA may be connected to the electrical installation without the prior approval of the municipality.

## 48. Interference with other persons' electrical equipment

- (1) No person may operate electrical equipment having load characteristics which, singly or collectively, give rise to voltage variations, harmonic currents or voltages, or unbalanced phase currents which fall outside the applicable standard specification.
- (2) The assessment of interference with other persons' electrical equipment shall be carried out by means of measurements taken at the point of common coupling.
- (3) Should it be established that undue interference is in fact occurring, the customer must, at his or her own cost, install the necessary equipment to filter out the interference and prevent it reaching the supply mains.

#### 49. Supplies to motors

Motors used shall be of the Energy Efficient kind as regulated by National Government from time to time. Unless otherwise approved by the municipality the rating of motors shall be limited as follows:

(1) Limited size for low voltage motors –

The rating of a low voltage single-phase motor shall be limited to 2kW or the starting current may not exceed 70A. All motors exceeding these limits shall be wound for three phases at low voltage or such higher voltage as may be required.

(2) Maximum starting and accelerating currents of three-phase alternating current motors.-

The starting current of three-phase low voltage motors permitted shall be related to the capacity of the customer's service connection, as follows:

Insulated service cable, size in mm <sup>2</sup> , copper equivalent mm <sup>2</sup>	Maximum permissible starting current A	Maximum motor rating in kW		
		Direct on line (6x full-load current)	Star/Delta (2,5 x full-load current)	Other means (1,5 x full-load current)
		kW	kW	kW
16	72	6	13,5	23
25	95	7,5	18	30
35	115	9	22	36,5
50	135	10	25	45
70	165	13	31	55
95	200	16	38	67
120	230	18	46	77
150	260	20	52	87

(3) Consumers supplied at medium voltage –

In an installation supplied at medium voltage the starting current of a low voltage motor shall be limited to 1,5 times the rated full-load current of the transformer supplying such a motor. The starting arrangement for medium voltage motors shall be subject to the approval of the municipality.

50. Power factor

- (1) If required by the municipality, the power factor of any load must be maintained within the limits 0,85 lagging and 0,9 leading.
- (2) Where, for the purpose of complying with subsection (1), it is necessary to install power factor corrective devices, such corrective devices must be connected to the individual appliance terminals unless the correction of the power factor is automatically controlled.
- (3) The customer must, at his or her own cost, install such corrective devices.

51. Protection

Electrical protective devices for motors must be of such a design as effectively to prevent sustained over current and single phasing, where applicable.

## CHAPTER 6

### MEASUREMENT OF ELECTRICITY

#### 52. Metering

- (1) The municipality shall, at the customer's cost in the form of a direct charge or prescribed tariff, provide, install and maintain appropriately rated metering equipment at the point of metering for measuring the electricity supplied.
- (2) Except in the case of prepayment meters, the electricity used by a customer during any metering period shall be ascertained by the reading of the appropriate meter or meters supplied and installed by the municipality and read at the end of such period except where the metering equipment is found to be defective, or the municipality invokes the provisions of section 54(2) of this by-law, in which case the consumption for the period shall be estimated.
- (3) Where the electricity used by a customer is charged at different tariff rates, the consumption shall be metered separately for each rate.
- (4) The municipality reserves the right to meter the supply to blocks of shops and flats, tenement-houses and similar buildings for the buildings as a whole, or for individual units, or for groups of units.
- (5) No alterations, repairs or additions or electrical connections of any description may be made on the supply side of the point of metering unless specifically approved in writing by the municipality.

#### 53. Accuracy of metering

- (1) A meter shall be presumed to be registering accurately if its error, when tested in the manner prescribed in subsection (5) hereof, is found to be within the limits of error as provided for in the applicable standard specifications.
- (2) The municipality has the right to test its metering equipment. If it is established by test or otherwise that such metering equipment is defective, the municipality must -
  - (a) in the case of a credit meter, adjust the account rendered;
  - (b) in the case of prepayment meters-

- (i) render an account where the meter has been under-registering; or (ii) issue a free token where the meter has been over-registering;
- in accordance with the provisions of subsection (6).
- (3) The customer shall be entitled to have the metering equipment tested by the municipality on payment of the prescribed tariff and if the metering equipment is found not to comply with the system accuracy requirements as provided for in the applicable standard specifications, an adjustment in accordance with the provisions of subsections (2) and (6) must be made.
  - (4) In case of a dispute, the customer shall have the right at his own cost to have the metering equipment under dispute tested by an approved independent testing authority, and the result of such test shall be final and binding on both parties.
  - (5) Meters shall be tested in the manner as provided for in the applicable standard specifications.
  - (6) When an adjustment is made in terms of subsection (2) or (3), such adjustment shall either be based on the percentage error of the meter as determined by the test referred to in subsection (5), or upon a calculation by the municipality from consumption data in its possession; where applicable, due allowance shall be made, where possible, for seasonal or other variations which may affect the consumption of electricity.
  - (7) When an adjustment is made as contemplated in subsection (6), the adjustment may not exceed a period of six months preceding the date on which the metering equipment was found to be inaccurate. The application of this section does not prohibit a customer from claiming back overpayment for any longer period.
  - (8) Where the actual load of a customer differs from the initial estimated load provided for under section 47(1) to the extent that the municipality deems it necessary to alter or replace its metering equipment to match the load, the costs of such alteration or replacement shall be borne by the customer.
  - (9) Prior to the municipality making any upward adjustment to an account in terms of subsection (6), the municipality must -
    - (a) notify the customer in writing of the monetary value of the adjustment to be made and the reasons therefore;
    - (b) in such notification provide sufficient particulars to enable the customer to submit representations thereon, and

- (c) call upon the customer in such notice to provide it with reasons in writing, if any, within 21 days or such longer period as the municipality may permit why his or her account should not be adjusted as notified.
- (10) Should the customer fail to make any representations during the period referred to in subsection 9(c), the municipality shall be entitled to adjust the account as notified in subsection 9(a).
- (11) The municipality shall consider any reasons provided by the customer in terms of subsection (9)(c) and shall, if satisfied that a case has been made out therefore, adjust the account appropriately.
- (12) If the municipality, after having considered the representation made by the customer, decides that such representations do not establish a case warranting an amendment to the monetary value established in terms of subsection (6), the municipality shall be entitled to adjust the account as notified in terms of subsection 9(a), subject to the customer's right to appeal the decision of the official in terms of section 62 of this by-law.

#### 54. Reading of credit meters

Note that the municipality has standardised on Prepayment or Smart meters and Credit Meters are therefore being phased out. All new meters will therefore conform to Pre-Payment or Smart meters. This section only applies to existing Credit Meters still in use.

- (1) Unless otherwise prescribed, credit meters shall normally be read at intervals of one month and the fixed or minimum amount due shall be assessed accordingly.
- (2) If for any reason the credit meter cannot be read, the municipality may render an estimated account; provided that the consumption shall be adjusted in a subsequent account in accordance with the actual consumption.
- (3) When a customer vacates a property and a final reading of the meter is not possible, an estimation of the consumption may be made and the final account rendered accordingly.
- (4) If a special reading of the meter is desired by a customer, this may be obtained upon payment of the prescribed tariff and at least two days' notice to the municipality



- (5) If any calculating, reading or metering error is discovered in respect of any account rendered to a customer, the error must be corrected in subsequent accounts.
- (6) Any such correction shall only apply in respect of accounts for a period of three years preceeding the date on which the error in the accounts was discovered, and shall be based on the actual tariff applicable during the period.
- (7) The application of this sub section (6) does not prevent a customer from claiming back overpayment for any longer period.

#### 55. Prepayment metering

- (1) No refund of the amount tendered for the purchase of electricity credit shall be given at the point of sale after initiation of the process by which the prepayment meter token is produced.
- (2) Copies of previously issued tokens for the transfer of credit to the prepayment meter may be issued at the request of the customer.
- (3) When a customer vacates any premises where a prepayment meter is installed, no refund for the credit remaining in the meter shall be made to the customer.
- (4) The municipality shall not be liable for the re-instatement of credit in a prepayment meter lost due to tampering with, or the incorrect use or the abuse of, prepayment meters or tokens.
- (5) Where a customer is indebted to the municipality for electricity consumed or for any other service supplied by the municipality (including rates) or for any levy previously raised against him or her in connection with any service rendered, the municipality may deduct a percentage from the amount tendered to offset the amount owing to the municipality, as set out in the agreement for the supply of electricity.
- (6) The municipality may, at its discretion, appoint vendors for the sale of credit for prepayment meters and shall not guarantee the continued operation of any vendor.

#### 56 Smart Metering

- (1) The Municipality may install smart metering to equivalent premises at it sees fit.

- (2) Smart metering may be set up as a prepayment method or a credit payment method and policies may be designed to regulate the method to be used for the various classes of consumers.
- (3) The municipality may introduce a Residential and Commercial Time-of-Use tariff in addition to the current set of tariffs for use in collaboration with Smart Meters.

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## CHAPTER 7

### ELECTRICAL CONTRACTORS

#### 57. Electrical contractors additional requirements

In addition to the requirements of the Regulations the following requirements shall apply:

- (a) where an application for a new or increased supply of electricity has been made to the municipality, any duly authorised official of the municipality may at his or her discretion accept notification of the completion of any part of an electrical installation, the circuit arrangements of which permit the electrical installation to be divided up into well-defined separate portions, and such part of the electrical installation may, at the discretion of any authorised official of the municipality, be inspected, tested and connected to the supply mains as though it were a complete installation.
- (b) the examination, test and inspection that may be carried out at the discretion of the municipality in no way relieves the electrical contractor or accredited person or the user or lessor, from his or her responsibility for any defect in the installation.
- (c) such examination, test and inspection shall not be taken done in a way (even where the electrical installation has been connected to the supply mains) as to indicate or guarantee in any way that the electrical installation has been carried out efficiently with the most suitable materials for the purpose or that it is in accordance with this by-law or the safety standard, and the municipality shall not be held responsible for any defect or fault in such electrical installation.

#### 58. Liability for work by contractors

The municipality shall not be held responsible for the work done by the electrical contractor or accredited person on a customer's premises and shall not in any way be responsible for any loss or damage which may be occasioned by fire or by any accident arising from the state of the wiring on the premises.

## CHAPTER 8

### COST OF REPAIR WORK

#### 59. Cost of Repair Work

The municipality may repair and make good any damage done in contravention of this by-law or resulting from a contravention of this by-law and the cost of any such work carried out by the municipality which was necessary due to the contravention of this by-law, shall be to the account of the person who acted in contravention of this by-law.

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## CHAPTER 9

### ENERGY SAVING MEASURES AND REDUCED USE OF ELECTRICITY

#### 60. Norms, standards and guidelines

- (1) The municipality may determine and publish norms, standards and guidelines which prescribe appropriate measures to save energy or to reduce the use of electricity and such norms standards and guidelines must be kept in the form of an operational manual.
- (2) The norms, standards and guidelines contemplated in subsection (1) may differentiate between communities, geographical areas and different kinds of premises.

CHAPTER 10:

ELECTRICITY SUPPLY TO BACKYARD DWELLINGS

61. *Application for electricity supply to Backyard Dwellings*

In recognising the guidelines and principles of the Integrated National Electrification Programme, the municipality shall consider applications for electricity supply to backyard dwellings.

62. *Conditions for supply*

The municipality may approve an application in terms of section 61 on the following conditions-

- (a) that the network capacity is sufficient to carry the additional load; and
- (b) if more than one customer on the same premises has to be provided with a separate connection, such customer shall be responsible for upgrading of the network and be responsible for payment of the prescribed tariff for such upgrading.

## Chapter 11

## DEVELOPMENT CHARGES

## 62. Development Charges

- (1) Each Developer or Customer must pay the Development Charges when applying for a new connection to a Development and the premises of a consumer.
- (2) Development Charges will be calculated as per the requirements of NRS 069: Code of Practice for the Recovery of Capital Costs for Distribution Network Assets
- (3) No formal electricity may be supplied to a development or premises of a consumer unless the Development Charges have been paid
- (4) The Occupational Certificate of such building, premises or development may be withheld until the Development Charges have been paid in full
- (5) Council may, at its discretion, reduce or delay the payment of the amount of the Development Charges to a specific development or premises, for the purpose of accelerating business development or to low cost housing developments in order to make such developments more affordable.

## CHAPTER 12

### GENERAL PROVISIONS

#### 63. Exemptions

- (1) Any person may in writing apply to the municipality for exemption from any provision of this by-law.
- (2) The municipality may –
  - (a) grant an exemption in writing and set and determine the period for which such exemption is granted;
  - (b) alter or cancel any exemption or condition in an exemption; or
  - (c) refuse to grant an exemption in which case the applicant must be informed of the reasons for refusal.
- (3) An exemption does not take effect before the applicant has undertaken in writing to comply with the conditions imposed by the municipality, however, if an activity is commenced before such undertaking has been submitted to the municipality, the exemption lapses.
- (4) If any condition of an exemption is not complied with, the exemption lapses immediately.

#### 64. Liaison forums in community

- (1) The municipality may establish one or more liaison forums in a community for the purposes of obtaining community participation with regard to the matters dealt with in this by-law.
- (2) A liaison forum may consist of –
  - (a) a member or members of an interest group, or an affected person;
  - (b) a designated official or officials of the municipality; and
  - (c) a councillor.



- (3) (a) The municipality may, when considering an application for consent, permit or exemption in terms of this by-law, request the input of a liaison forum.
- (b) A liaison forum or any person may on own initiative submit an input to the municipality for consideration.

#### 65. Appeal

A person whose rights are affected by a decision delegated by the municipality may appeal against that decision by giving written notice of the appeal and the reasons therefore in terms of section 62 of the Local Government: Municipal Systems Act, Act 32 of 2000 to the municipal manager within 21 days of the date of the notification of the decision.

#### 66. Offences and Penalties

- (1) Any person who contravenes any of the provisions of sections 5, 6, 11,12, 13, 18, 23,24, 25, 27, 28, 33,37,40 and 48 of this by-law shall be guilty of an offence and be liable to-
  - (a) a fine or imprisonment, or either such fine or imprisonment or to both such fine and such imprisonment and,
  - (b) in the case of a continuing offence, to an additional fine or an additional period of imprisonment or to such additional imprisonment without the option of a fine or to both such additional fine and imprisonment for each day on which such offence is continued and,
  - (c) further amount equal to any costs and expenses found by the court to have been incurred by the municipality as result of such contravention or failure.
  - (d) The Municipality may obtain approval for spot fines and issue these when the transgressions were made of sections listed above.
- (2) A person may appeal against the spot fines mentioned under 2(d) by submitting reasons, why such fine should not be issued, in writing to the Municipal Manager within 14 days of such spot fine being issued.
- (3) The municipal Manager may overturn or reduce such a spot fine based on the explanation given by the person who has received a spot fine.
- (4) If the Municipal Manager refuses to overturns such spot fine, or when more than 14 days have expired before an application has been made, the person

that has received the spot fine, must pay such fine in order to have the electricity to the affected premises returned.

67. **Repeal of by-laws**

The provisions of any by-laws previously promulgated by the municipality or by any of the disestablished municipalities now incorporated in the municipality, are hereby repealed as far as they relate to matters provided for in this by-law.

68. **Short title and commencement**

This by-law shall be known as the Electricity Supply By-law and shall come into operation on the date of publication thereof in the Provincial Gazette.

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## ELECTRICAL SERVICES BY-LAW

## OFFENCES AND FINES

Section Contravened	Description of Offence	Proposed Fine (1)	Approved Fine (2)
32(1) (4)	Refusal of Load Control Equipment installation	R700.00	
24, 26 &32	Tampering with any municipal electrical installation	R5000.00	
12	<b>REFUSAL OF ADMITTANCE</b> Wilfully hindering, obstructing/ interfering with or refusing access to the engineer /duly authorised official in the performance of his/her duties	R1900.00	
13(1)	<b>IMPROPER USE</b> Using electricity in a way that interferes in an improper or unsafe manner or is calculated to interfere in an improper or unsafe manner, with the efficient supply of electricity to any other consumer	R1900.00	
18 (1)	<b>RESALE OF ELECTRICITY</b> Selling/ Supplying or allowing/ permitting the selling/ supplying of electricity to any other person/persons without permission	R1900.00	
18	Rendering a monthly account reflecting tariffs/charges not approved by the Municipality	R1600.00	
23	<b>SEALS AND LOCKS OF THE MUNICIPALITY</b> Removing/ breaking/ defacing/ tampering/ interfering with seals/locks or any part of the electricity distribution equipment, or storing of goods obstructing access to equipment, or being in possession of the security lock keys without authorization	R2600.00	

## ELECTRICAL SERVICES BY-LAW

## OFFENCES AND FINES

25	PROTECTION OF ELECTRICITY DISTRIBUTION SYSTEM		
25(1)(a)	Without consent of wayleave – Constructing /erecting or permission the erection of any building/ structure / other object, or plant trees/ vegetation over or in a position/ manner that interferes with or endangers the electricity system	R1700.00	
25(1)(b)	Without consent – Excavating / opening up/ removing the ground above / next to / under any part of the electricity system, or dumping anything onto / next to / under electricity distribution system	R2700.00	
25(1)(c)	Without consent – Damaging/ endangering/ removing / destroying any part of the electricity system	R2700.00	
25(1)(d)	Without consent - Abstracting/ branching off/ diverting any electricity current or causing any electric current to be abstracted/ branched off /using any abstracted/ branched off/ diverted electricity current	R2200.00	
25(2)	Failing to limit the height of trees or vegetation or the length of projecting branches in the proximity of overhead lines or provide a means of protection	R2200.00	

## ELECTRICAL SERVICES BY-LAW

## OFFENCES AND FINES

27	<b>UNAUTHORISED CONNECTIONS</b> Directly or indirectly connect, attempt to connect or cause or permit the connection of a new electrical installation or part of a new electrical installation to the supply mains or service connection	R3200.00	
28(1)	<b>UNAUTHORISED RECONNECTIONS</b> Reconnecting, attempting to reconnect or causing or permitting the reconnection of the supply mains or service connection of an electrical installation that has been disconnected by the Municipality	R3200.00	
33, 33(3)	<b>MV AND LV SWITCHGEAR AND EQUIPMENT</b> Operating MV switchgear at the points of supply without the written authorisation of the engineering	R7200.00	
34	<b>TRANSFORMER SUBSTATION ACCOMMODATION</b> Refusing or restricting an engineer/ duly authorised official from operating or maintaining equipment in the performance of his duties	R2300.00	
36	Consumers emergency standby supply equipment – connecting emergency standby supply equipment provided by a consumer to an installation without the prior written approval of the engineering	R5000.00	

## ELECTRICAL SERVICES BY-LAW

## OFFENCES AND FINES

48	Interference with other consumers - operating electrical equipment having characteristics which give rise to voltage variations, harmonic currents/ voltages or unbalanced phase currents that fall outside the standards determined by NRS048	R2400.00	
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Fines applicable to 1<sup>st</sup> Offence only

2<sup>nd</sup> Offence within 6 months from 1<sup>st</sup> offence to be dealt with by Magistrate

7.6.3	<b>FUNDING FOR THE CONSTRUCTION OF THE UPGRADE OF TECHNO AVENUE, TECHNO PARK</b>
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Collaborator No: 552365  
 IDP KPA Ref No: Preferred Investment Destination  
 Meeting Date: 15 November 2017

**1. SUBJECT: FUNDING FOR THE CONSTRUCTION OF THE UPGRADE OF TECHNO AVENUE, TECHNO PARK**

**2. PURPOSE**

To obtain Council's approval to provide partial funding for the upgrade of Techno Avenue in Techno Park.

**3. DELEGATED AUTHORITY**

***Council to decide to allow own funds to be provided for the balance of bulk services to Techno Park.***

**4. EXECUTIVE SUMMARY**

This report covers the intended development of the Capitec Head Office in Techno Park which will generate an amount of Development Contributions (DCs), amongst other that of Roads and Stormwater. In this case the DCs funds are to be used to upgrade the entrance to the Techno Park area.

The funds generated by this development is not sufficient to pay for this upgrade in full and the municipality is therefore required to provide the shortfall in funding in order for the development to proceed. The Developer is able and willing to construct the new entrance starting within the 2017/18 financial year.

Since the Municipality has not budgeted for this project or for such class of funding, it is proposed that the Municipalities budgets for this funding in the next financial year 2018/19 and refund the developer for the part that the Municipality must pay.

**5. RECOMMENDATIONS**

- (a) that the content of this report be noted;
- (b) that Council decides, in principle, that the development and construction of the Techno Park Entrance capacity enlargement be done by the Capitec Head Office Developer and that associated funding be supplied by the Developer;
- (c) that the refunding conditions be negotiated with the Developer and that the final Agreement be brought back to Council for debate and a final resolution upon which the commitment of Council will become firm; and
- (d) that the Municipal Manager be delegated to employ a legal service provider to negotiate such funding and repayment conditions, if necessary.

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**6. DISCUSSION / CONTENTS****6.1 Background**

When a Developer wishes to develop a particular site, such Developer is required to provide its prorated share of using the bulk services of the municipality and/or provide increased capacity of the Bulk Services in order for the municipality to provide services to the Development. The funding of these Bulk Services is termed Development Contributions. Under normal conditions a Municipality would have built up a fund from which it would affect the increase of bulk services. Stellenbosch normally would require to construct such an adjustment on its behalf, thereby directly using the Development Contributions payments to construct. In some cases services are increased to the next level, but the developer would only use a portion of this increase. The balance of capacity would then be allocated as and when future developers need such services. In such a case the Municipality would be required to fund the shortfall and then recover the shortfall from future Developers.

**6.2 Discussion**

Serious traffic congestion at the R44/Techno Avenue-intersection and along the first section of Techno Avenue up to Proton Road requires upgrading of the said intersection and section of Techno Avenue. Planned developments such as the Capitec Head Office and the Waldorf Retirement Village as well as any further development in Techno Park also require the mentioned road upgrades. It must be taken into consideration that, based on existing rights in Techno Park, 60 000 m<sup>2</sup> GLA (Gross Lettable Area) can still be developed in Techno Park which will result in even more congestion around Techno Park.

The proposed road upgrades will consist of additional lanes on the R44 at the intersection with Techno Park as well as the dualling of the section of Techno Avenue from the R44 up to Proton Road with enlarged roundabouts at the Kleine Zalze access and at the Proton Road intersection. The cost estimate for the project is R 20 300 000-00 (all inclusive except 14% VAT).

The intention is to provide funding for the project from Development Contributions payable by developments in the area. Of these developments only the Brandwacht Medi Clinic has been approved by the municipality whilst final approval for the remaining developments is still awaited but is imminent. These anticipated developments will in future generate significant funds to assist with the funding of the Roads and Stormwater to the Techno Park entrance.

In order for developments to proceed, it is necessary for Council to fund that part of these projects initially and reclaim these when further developments take up these capacities.

Since the Developer wishes to commence with construction within the 2017/18 budget year and since the Council has not budgeted for this amount it is proposed to request the Developer constructs the necessary road improvements at own cost and that the Municipality refunds the Developer at a future time when it is able to budget effectively for the Municipal part of the funding

**6.3 Financial Implications**

Contributions payable (roads and stormwater only), are as follows (amounts exclude 14% VAT):



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Capitec Head Office	-	R 1 765 228-34
Waldorf Retirement Village	-	R 0-00
Brandwacht Medi Clinic	-	R 2 886 186-00
Farm 372, Portions 2 and 3, Paradyskloof	-	R 738 911-00
Farm 372 Portion 1, Paradyskloof	-	R 738 911-00
<b>Total DC's payable</b>	-	<b>R 6 129 236-34</b>

The amount available from the Brandwacht Medi Clinic is what is anticipated to be available after the required road improvements as contained in the Services Agreement have been implemented. The developer of Waldorf is in "credit" based on bulk roads implemented for the Koelenbosch development, hence the R 0-00 contribution payable.

The anticipated shortfall in funding is thus R 17 413 814-00 (14% VAT excluded) (R 20 300 000-00 minus R 2 886 186-00 = R 17 413 814-00).

Council is thus requested to approve funding to the amount of R 14 170 763-66 (all inclusive except 14% VAT) as partial funding of the project, Upgrade of Techno Avenue, Techno Park.

#### **6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

These include the budgeting and procurement requirements as determined by the Municipal Finance Management Act (MFMA), Act 56 of 2003, as amended as well as the relevant Regulations.

Development Contributions are calculated as per Council's Policy on this matter and derived from the Spatial & Land Use Management Act (SPLUMA) of National Government as well as the Land Use Planning Act (LUPA) of the Western Cape Government.

#### **6.5 Staff Implications**

This report has no staff implications to the Municipality.

#### **6.6 Previous / Relevant Council Resolutions:**

None regarding this particular development

#### **6.7 Risk Implications**

This report has the following risk implications:

Council has to allow the Developer to use own funds to complete the project where after Council has to refund the Developer at a point in time when such funds have been made available on a future budget.

#### **6.8 Comments from Senior Management:**

##### **6.8.1 Director: Infrastructure Services**

Writer of this report.

**6.8.2 Director: Planning and Economic Development**

Agree with the recommendations

**6.8.3 Director: Community and Protection Services:**

Agree with the recommendations

**6.8.4 Director: Strategic and Corporate Services:**

Agree with the recommendations

**6.8.5 Director Human Settlements and Property Management**

Agree with the recommendations

**6.8.6 Chief Financial Officer:**

Agree with the recommendations

**6.8.7 Municipal Manager:**

Agree with the recommendations

**ANNEXURES**

None

**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.6.3****RECOMMENDED**

- (a) that the content of this report be noted;
- (b) that Council decides, in principle, that the development and construction of the Techno Park Entrance capacity enlargement be done by the Capitec Head Office Developer and that associated funding be supplied by the Developer;
- (c) that the refunding conditions be negotiated with the Developer and that the final Agreement be brought back to Council for debate and a final resolution upon which the commitment of Council will become firm; and
- (d) that the Municipal Manager be delegated to employ a legal service provider to negotiate such funding and repayment conditions, if necessary.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Deon Louw
<b>POSITION</b>	<i>Director: Engineering Services</i>
<b>DIRECTORATE</b>	<i>Engineering Services</i>
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<b>E-MAIL ADDRESS</b>	<a href="mailto:Deon.louw@ Stellenbosch.gov.za">Deon.louw@Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	2017/11/01

**FURTHER COMMENTS BY THE MUNICIPAL MANAGER: 2017-11-22**

In order to give full and proper effect to recommendation (b) above, the word “decides” should be replaced with the word “approves”.

7.6.4	<b>PROGRESS WITH THE PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK AND THE PROVINCIAL SUSTAINABLE TRANSPORT SYSTEM</b>
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Collaborator No: 552336  
 IDP KPA Ref No: *Preferred Investment Destination*  
 Meeting Date: 14<sup>th</sup> Council: 29 November 2017

**1. SUBJECT: PROGRESS WITH THE PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK AND THE PROVINCIAL SUSTAINABLE TRANSPORT SYSTEM**

**2. PURPOSE**

To inform Council of the Public Transport Service Network operational and business plan and to report on the progress with the Provincial Sustainable Transport Program (PSTP).

**3. DELEGATED AUTHORITY FOR DECISION BY MUNICIPAL COUNCIL**

The Comprehensive Integrated Transport Plan (CITP) is a document that must in terms of the National Land Transport Act (Act No 5 of 2009) be approved by Council. The development of an Integrated Public Transport Network is as recommended in the approved CITP. It is therefore necessary that Council consider matters regarding the Integrated Public Transport Plan.

**4. EXECUTIVE SUMMARY**

The submission aims to inform Council of the Integrated Public Transport Network (IPTN) operational and Business Plan and to report on the progress made with the Provincial Sustainable Program. The two studies are closely interrelated and are therefore reported on simultaneously.

The Business Plan for the development of an Integrated Public Transport Network was completed and recommends the development of further detailed institutional, business and operational plans to affirm cost and revenue estimates and the sources and availability of funding. The Business Plan is attached as **APPENDIX 1**.

The Municipality has in the meantime signed a Memorandum of Agreement with the Western Cape Department of Transport and Public Works whereby the Department will assist the Municipality in terms of the Provincial Sustainable Transport Program with the development of improved sustainable transport solutions for Stellenbosch. In the light of this new developments, the development of the IPTN must be slowed down to wait for the outcome of the PSTP investigations and recommendations, to ensure the most sustainable and economic solutions for the transport challenges facing Stellenbosch.

The development of the Provincial Sustainable Transport Program (PSTP) has started and a status quo report on transport in Stellenbosch has been prepared. A process plan for the development of the PSTP is attached as **APPENDIX 2**.

**5. RECOMMENDATIONS**

- (a) that Council takes note of the Operational Business Plan for the proposed Integrated Public Transport Service Network (IPTN) as recommended in the Comprehensive Integrated Transport Program;

- 
- (b) that the recommendations of the Integrated Public Transport Service Network (IPTN) not be adopted at this stage, but that Council wait for the findings of the Provincial Sustainable Transport Program before any public transport system is implemented; and
- (c) that Council takes note of the progress made with the Provincial Sustainable Transport Program (PSTP).

## 6. DISCUSSION / CONTENTS

### 6.1 Background

Stellenbosch Municipality has identified the implementation of the Integrated Public Transport Network (IPTN) as a priority project in its latest Comprehensive Integrated Public Transport Plan (CITP). The municipality approached Western Cape Department of Transport and Public Works for assistance with the implementation of the IPTN. The municipality was informed that funding of new IPTN projects was ceased by the National Department of Transport due to concerns about the expensive operational costs and low recovery ratios of existing IPTNs. The business plan for the Stellenbosch IPTN has been completed in December 2017 (See attached).

The Western Cape Provincial Government embarked on a program to assist municipalities to improve access and mobility in a more sustainable manner. Stellenbosch has for that purpose been identified as the first municipality to be supported. A memorandum of agreement was signed between Stellenbosch Municipality and the Department of Transport and Public Works in July 2016, whereby the Department will be providing the necessary funding for professional services and infrastructure to improve transportation to drive improvement to local transport and build on the success and lessons of the George IPTN, which has been driven and funded by the Department of Transport and Public Works.

The Department of Transport and Public Works intends to provide the necessary planning, capacity building, implementation and funding support required to develop improvements to public transport, non-motorised transport and travel demand management with the aim of shifting Stellenbosch onto a more sustainable transport trajectory.

The report on the Section 78(1) investigation for the provision of public transport in Stellenbosch has also been completed.

### 6.2 Discussion

#### Integrated Public Transport Network

The IPTN business plan has been compiled for Stellenbosch and also indicates the need for long distance commuter transport. The proposed plan indicates two routes to be piloted before the full roll-out of the public transport system. The report draws the following major conclusions:

- The implementation of a Public Transport Service Network will have major financial and institutional implications for the Stellenbosch Municipality. The preparation of further detailed institutional, business and operational plans are necessary to affirm cost and revenue estimates, the sources and availability of funding required before a final decision can be taken to proceed with the implementation of the proposals.

- 
- The Western Cape Government and the National Department of Transport be approached to ascertain the possibility and requirements for accessing grant funding from the Public Transport Network Grant.
  - Consultation with the public transport operators within Stellenbosch be conducted to obtain support and the participation of the operators before the implementation of a pilot phase can take place.
  - The City of Cape Town be engaged regarding the possible acquisition of second hand busses from the existing MyCity bus fleet, as a possible cost saving measure.

The overall recommendations of this report are that:

- a) The Stellenbosch Municipal Council takes note of the outcome and conclusions of the proposals for the introduction of a Public Transport Service Network in Stellenbosch, in particular the institutional and financial implications.
- b) The proposal for the introduction of a Public Transport Service Network in Stellenbosch be supported, in principle, subject to:-
  - The support of the Western Cape Government and the National Department of Transport being obtained for proposals and for the future submissions of an application for grant funding from the national Public Transport Network Grant
  - The preparation of further detailed institutional, business and operational plans to affirm cost and revenue estimates and the resources and availability of funding.

The IPTN business plan was compiled and finalised while the municipality initiated the PSTP program and it was therefore decided that the further implementation and recommendations of the IPTN be parked until further progress is made with the PSTP, which will eventually provide the overarching guidance for the improvement of the Stellenbosch transport system. The provision of an IPTN might emerge as one possible alternative solution to the transport challenges faced by Stellenbosch municipality.

Approval for a Section 78 process was granted by Council and the Section 78 evaluation was completed.

#### Sustainable Transport Program (PSTP)

This PSTP will co-ordinate all transport initiatives and ensure a coherent development of solutions. The other projects and programs will therefore have to be aligned to the framework to be provided by the PSTP. It is for this reason that the development of the IPTN be slowed down to ensure alignment with the PSTP.

As stated earlier, the PSTP provides the overarching guidance for the improvement of transport in Stellenbosch. As a first step in the development of the PSTP, the context setting and vision formulation for the PSTP has been finalised.

The issues that affects/impacts on the ability to plan for and deliver any form of sustainable transport for Stellenbosch include:

- High Gini Coefficient

- 
- Extensive use of single low occupancy private motor vehicles
  - Shortage of low and middle income accommodation
  - Pressure on municipal services
  - Presence of the university which is the single biggest trip generator

The Vision has been formulated as:

To be the municipality which is the prime example of sustainable transport in South Africa, in which transport:

- provides access for
- Is affordable by
- Is safe, comfortable and dignified for all

Whilst supporting economic development within environmental constraints.

The PSTP plan will be developed around the following focus areas and identifies interventions over the short, medium and long term to achieve the vision outlined:

- Planning
- Spatial Planning and Land Use Management
- Non-Motorised Transport
- Public Transport
- Transport System Management
- Institutional Capacity and Finance
- Stakeholder Engagement and Education

### **6.3 Financial Implications**

The cost of the further implementation of the IPTN, should it be identified as one of the options for further implementation, will be determined at a later stage. The further development of the PSTP will be financially covered by the Department of Transport and Public Works

### **6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation as well as the provisions of the Comprehensive Integrated Transport Plan.

### **6.5 Staff Implications**

This report has no staff implications to the Municipality.

### **6.6 Previous / Relevant Council Resolutions:**

Council was previously informed of the Memorandum of Agreement signed between the Western Cape Department of Transport and Public Works and the Stellenbosch Municipality on the assistance by Province with regard to the development of a sustainable transport system for Stellenbosch.

### **6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management:****6.8.1 Director: Infrastructure Services**

Agree with the recommendations

**6.8.2 Director: Planning and Economic Development**

Agree with the recommendations

**6.8.3 Director: Community and Protection Services:**

Agree with the recommendations

**6.8.4 Director: Strategic and Corporate Services:**

Agree with the recommendations

**6.8.5 Director Human Settlements and Property Management**

Agree with the recommendations

**6.8.6 Chief Financial Officer:**

Agree with the recommendations

**6.8.7 Municipal Manager:**

Agree with the recommendations

**ANNEXURES****Annexure A:** PROVINCIAL SUSTAINABLE PUBLIC TRANSPORT PROGRAM:  
STELLENBOSCH PLAN**Annexure B:** PUBLIC TRANSPORT SERVICE NETWORK: INITIAL OPERATIONAL AND  
BUSINESS PLAN**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.6.4****RECOMMENDED**

- (a) that Council takes note of the Operational Business Plan for the proposed Integrated Public Transport Service Network (IPTN) as recommended in the Comprehensive Integrated Transport Program;
- (b) that the recommendations of the Integrated Public Transport Service Network (IPTN) not be adopted at this stage, but that Council wait for the findings of the Provincial Sustainable Transport Program before any public transport system is implemented; and
- (c) that Council takes note of the progress made with the Provincial Sustainable Transport Program (PSTP).

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	John Muller
<b>POSITION</b>	Manager: Transport, Roads and Stormwater
<b>DIRECTORATE</b>	Infrastructure Services
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<b>REPORT DATE</b>	25 October 2017



Western Cape  
Government



**STELLENBOSCH**  
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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

BETTER TOGETHER.

## PROVINCIAL SUSTAINABLE TRANSPORT PROGRAMME

Stellenbosch Plan



# PSTP: Stellenbosch Plan

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## Content:

- Overview of the document
- Context and Vision
- PSTP Plan for Stellenbosch – Activities
- Way Forward

# Overview of the Document

# Vision & Plan

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# Approach

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- PSTP work in Stellenbosch needs to

Work toward the vision for sustainable transport in Stellenbosch

*and*

Demonstrate progress in the near term to build momentum

# Document structure

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- Introduction and background
- Developing the PSTP for Stellenbosch: Context setting
- Toward a Vision for Sustainable Transport in Stellenbosch
- Framework for the Development of a Sustainable Transport Plan
- Workstreams and Key Activities
- Selection of Priority Projects for Implementation
- Resourcing
- Next steps

# Context and Vision

# Context

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- Alignment with Policy Objectives.....
- Sustainable transport = responsible integrated transport planning
- But recognise very different interpretation of key issues between the various responsible departments that impact on transport and its sustainable implementation.
- Service delivery protests on Cycle Tour .....
- Very first objective is to initiate, and work hard towards aligning, the current different views to ensure a base starting point for the intended partnership for PSTP, while demonstrating improvement in the short term
- Delicate, intricate, and critical timelines due to high cost capital projects in the pipeline that may “lock-out”
- Recognise the institutional constraints that has prevented development of a (sustainable) transport plan to date
- Visioning is vital (for alignment, and energise around common goals) but we must not go too far into defining proposed solutions in detail at this early stage
- Transport demand management is at the core, behavioural change is tough, mass demonstration of different approach is necessary and possible. We propose a large scale activation programme

## Context.....

Key departure point is a general understanding and acceptance of the issues that affect / impact on the ability to plan for and deliver any form of responsible or sustainable transport.

For Stellenbosch a high level summary of these includes:

- ***High Gini coefficient – high disparity between rich and poor:***
  - Income disparity
  - High numbers of LIC members with little access to opportunity
  - Excessive proportion of income used for basic services incl. transport
  - High unemployment
  
- ***Lack of clear transport vision that talks to Responsible / Sustainable Transport:***
  - Transport planning paradigm that is primarily single / low occupancy & high mobility focussed
  - Concept of Responsible transport planning / constraining urban sprawl / sustainable development (urban) not broadly understood
  - Extensive use of single / low occupancy private motor vehicles
  - Limited formal public transport
  - Urban sprawl – develop outside urban edge
  - Dispersed area with 3 primary towns/settlements & 11 other “settlements”



## Context.....

---

Key departure point is a general understanding and acceptance of the issues that affect / impact on the ability to plan for and deliver any form of responsible or sustainable transport.

For Stellenbosch a high level summary of these includes:

■ ***Accommodation:***

- Low income - Extremely limited low income formal accommodation, extensive informal settlements
- Limited middle income accommodation....

■ ***Pressure on municipal services:***

- In "towns" – at capacity and aging
- Outside "towns" – non-existent / long "carry" distances
- Limited resources – municipal and funding

■ ***No substantive transport plan for University Stellenbosch yet single biggest "daily population" and trip generator***



# Vision

---

A start...

*To be the municipality which is the prime example of sustainable transport in South Africa, in which transport:*

- *Provides access for*
- *Is affordable by*
- *Is safe, comfortable and dignified for All,*

*Whilst supporting economic development within environmental constraints*

# Expanded Vision

---

## In development...

- Any transport or development project automatically **considers NMT and Public Transport** as the fundamental means of creating physical access to opportunity.
- **Capacity and funding** is structured to reflect a sustainable transport approach.
- There are **effective, safe and well maintained NMT routes and facilities** for all trip needs across the municipality, and the NMT system forms both a key primary and a supporting travel network for Stellenbosch's overall transport system.
- **Public Transport is a popular and well used mode of transport** and is on a par as the mode of choice for motorised travel (on appropriate routes), and is affordable to the low and no-income communities.
- The **public's right-of-way**, one of the community's most valuable assets, has been substantially reclaimed.



# Expanded Vision

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## In development...

- Populations that have historically not cycled now **cycle as a key means of transport**.
- The rise in NMT use has been accompanied by a **sharp increase in safety for all residents due to the use of appropriate best practices in NMT design**, pedestrian, cycling and motorist safety campaigns, strong enforcement and improvements in motorists' attitudes and consideration for NMT. Improved safety is also tied to the increasing numbers of cyclists, walkers and public transport users.
- The prioritisation of non-motorised travel has been a primary catalyst for urban regeneration, densification and mixed-use development.
- **Businesses and employers** strongly encourage workers and visitors to use NMT and public transport options and offer incentives and adequate facilities in the workplace.

# Principles

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In development...



# Objectives to be developed for

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Travel into settlements

Travel within settlements

Safety and security for NMT/PT

User perception of NMT/PT

Planning and funding?



PSTP Plan for Stellenbosch - Activities

# PSTP Plan for Stellenbosch

- The PSTP Plan for Stellenbosch has 7 focus areas and identifies interventions over the short, medium and long term to achieve the Vision outlined earlier.
- The short-term interventions are necessarily more detailed, and further planning is required to firmly identify medium and long term interventions.

## Focus areas

Planning

Spatial Planning and Land-Use Management

Non-Motorised Transport

Public Transport

Transport Systems Management

Institutional, Capacity and Finance

Stakeholder Engagement and Education



# PSTP Plan for Stellenbosch

- The PSTP Plan for Stellenbosch has 7 focus areas and identifies interventions over the short, medium and long term to achieve the Vision outlined earlier.
- The short-term interventions are necessarily more detailed, and further planning is required to firmly identify medium and long term interventions.

## *Components*

Vision

Stage 1  
(Short Term)

Stage 2  
(Medium Term)

Stage 3  
(Long Term)

# Stage 1

# Stage 1 Plan - Objectives

## Planning

- Comprehensive Sustainable Transport Strategy
- Reliable and comprehensive data sets
- Technical support and input to key processes

## Spatial Planning and Land-Use Management

- Focus on institutional/legislative/regulatory preconditions for enabling development supportive of sustainable transport

## Non-Motorised Transport

- Updated NMT Planning
- Priority NMT infrastructure implementation
- Pilot enhanced bicycle distribution rollout

## Public Transport

- Begin to improve relationship with and support the MBT industry
- Meet basic standards for PT infrastructure
- Address regulatory and enforcement issues

## Transport Systems Management

- Strategy for effective parking management
- Reduced-speed pilot and priority traffic calming initiatives
- Enhanced TDM measures, including Large Employer Programme

## Institutional, Capacity and Finance

- Boost the capacity of the Municipality to plan and manage sustainable transport
- Align and secure additional funding for the PSTP in Stellenbosch
- Strengthen enforcement capacity

## Stakeholder Engagement & Education

- Develop vision and engage/align stakeholders
- Promote Stage 1 sustainable transport initiatives through strategic M&C interventions

# Stage 1 Plan

## Planning

Spatial Planning and  
Land-Use Management

Non-Motorised Transport

Public Transport

Transport Systems  
Management

Institutional, Capacity  
and Finance

Stakeholder Engagement  
and Education

- The establishment of a well-resourced PSTP planning workstream.
- The development of a comprehensive Sustainable Transport Strategy for Stellenbosch over a period of approx. 18 months, which includes a systems plan.
- Data gathering for the gaps already identified:
  - OD data / Household Travel Surveys
  - Comprehensive NMT counts
  - Public transport surveys, including the completion of a minibus taxi industry market survey (objective here is to have as robust an understanding of existing industry as possible)
  - Transport user perception surveys
- The completion of a data plan which identifies all existing datasets, key gaps and actions required to address gaps.
- Develop public transport operational plan, focussing on MBT operations, and identifying potential operational improvements.
- Provide technical input to relevant provincial/municipal processes which are ongoing, including:
  - The Integrated Development Plan
  - The Municipal Spatial Development Framework
  - The Transit-Orientated Development Project
  - The R44, the Western Bypass and other road upgrade or capacity enhancement projects



# Stage 1 Plan

Planning

Spatial Planning and  
Land-Use Management

Non-Motorised Transport

Public Transport

Transport Systems  
Management

Institutional, Capacity  
and Finance

Stakeholder Engagement  
& Education

- Provide technical support to the Municipality to move toward full alignment between spatial planning, land-use management and transport planning.
- Work with the Municipality to prioritise the review of strategic policy and regulatory tools which influence sustainable transport. The following tools have been identified for review: development charges, parking ratios, floor area ratios, urban edge, land-use decision-making process, spatial development framework review process, overlay zones, pro-active rezonings, and transport impact assessment evaluation processes.
- Support the municipality, where necessary, to amend regulations to implement priority strategic regulatory tools which will have the greatest impact on enabling sustainable transport. Of the tools mentioned above, potential Stage 1 focus on parking and development charges.



# Stage 1 Plan

Planning

Spatial Planning and  
Land-Use Management

Non-Motorised Transport

Public Transport

Transport Systems  
Management

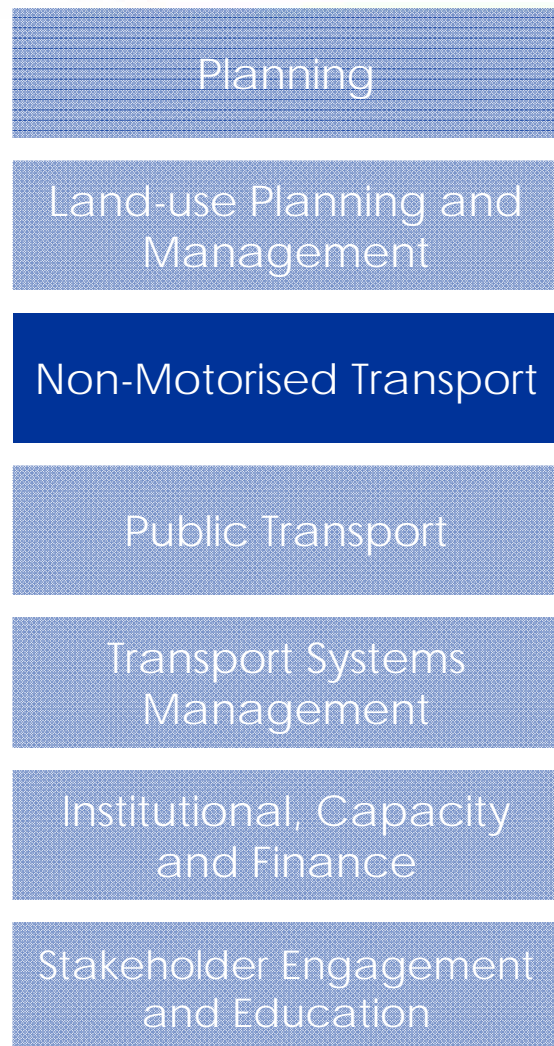
Institutional, Capacity  
and Finance

Stakeholder Engagement  
& Education

- While drafting the proposed Parking Management Strategy, ensure alignment with revised land-use regulatory tools (alignment with TSM workstream). Identify capacity development opportunities to enable implementation.
- Engage with WCGDEADP to explore opportunities to support the Municipality to improve the consistency of land-use planning application record-keeping systems to support enhanced data-management and transparency of evidence-based decision-making.



# Stage 1 Plan



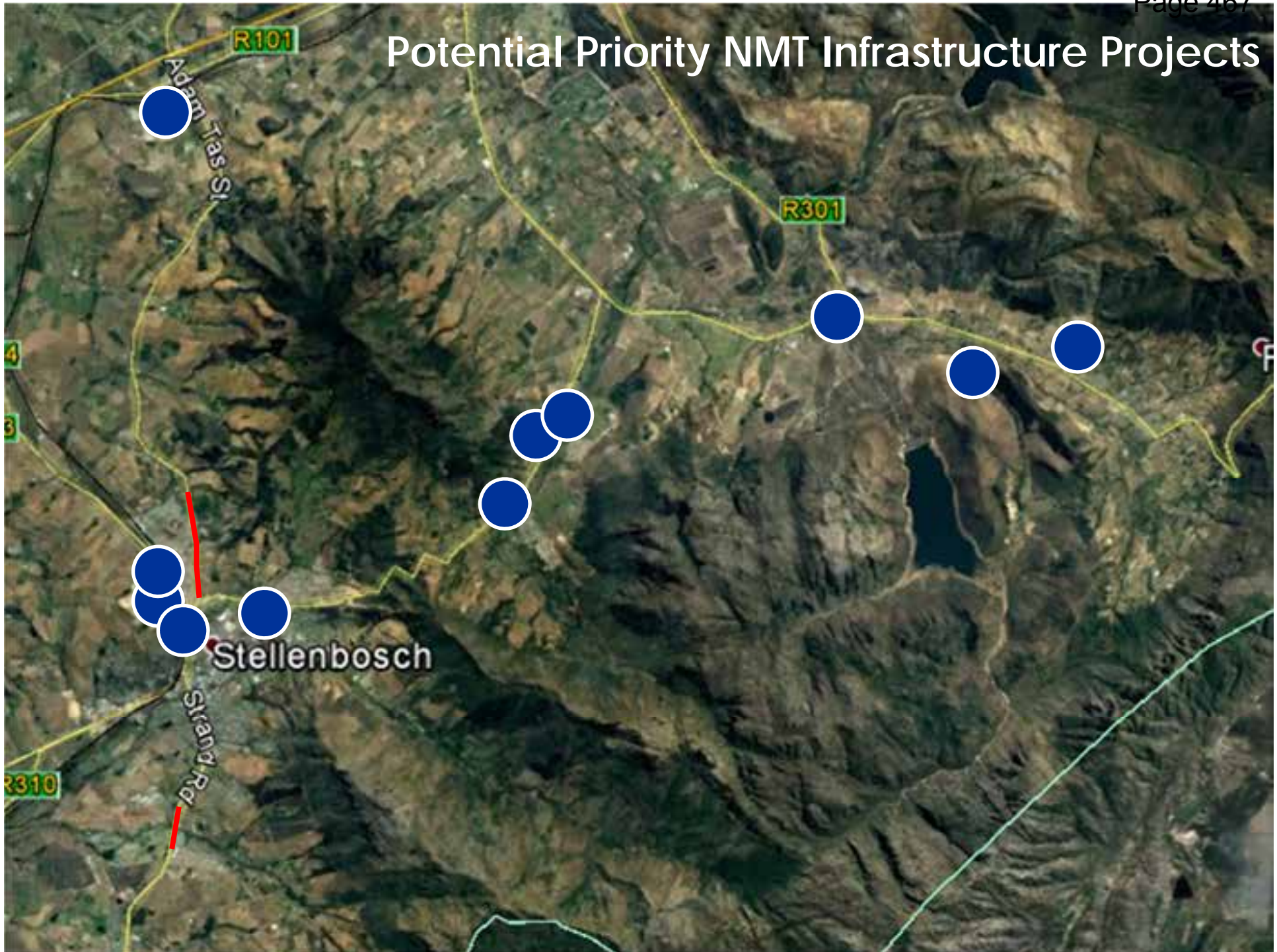
- Update NMT Plans for main settlement clusters (Klapmuts, Franschhoek and Dwarsrivier Valley), including infrastructure stats quo, key links & missing links.
- Implement priority NMT infrastructure projects already identified.
- Complete 'long-list' of priority NMT infrastructure interventions.
- Implement next set of priority projects from long-list based on agreed prioritisation criteria, including:
  - Current usage.
  - Existing critical safety concerns.
  - Completion of the higher order NMT network.
  - Connecting low-income communities to opportunities.
- Develop and implement a Bicycle Distribution Rollout Programme (aligned to NMT infrastructure and learner transport activities) to support and supplement activities of existing roleplayers. Full consideration to training, maintenance and marketing dimensions.
- Implement a bicycle distribution pilot and scale up as appropriate.
  - Short-term opportunity in Kylemore.
- Implement secure bicycle parking in strategic locations.

## Potential Priority NMT Infrastructure Projects

Project	Current Status	Road Authority	Implementation
Link to Idas Valley over Helshoogte	Design	WCG	Municipality
Kayamandi – Cloetesville Crossing	Design	WCG	Municipality
Kayamandi Bridge – NMT facility and rail crossing (short term)	Discussion	Municipality	Municipality / PRASA
Kayamandi Bridge Planning Study	Discussion	Municipality	Municipality
Update of mud paths in Kayamandi	Proposal	Municipality	Municipality
Further planning and design work for projects identified on provincial roads, actual implementation by PR (Stellenbosch, Wemmershoek, La Motte)	Proposal	WCG	WCG
Additional planning and implementation of NMT infrastructure in Klapmuts, coupled with bicycle distribution and traffic calming?	Proposal	Municipality	Municipality
NMT infrastructure upgrades in the Dwarsrivier Valley & Groendal (incl. 'small bridge over river to school')	Proposal	Municipality / WCG	Municipality



# Potential Priority NMT Infrastructure Projects



# Kayamandi Bridge Site



- Short term Improvements (rail crossing, NMT paths, lighting, trading, paving)
- Parallel planning study to understand appropriate use of site
- Provides an opportunity to improve integration of Kayamandi into Stellenbosch town

# Stage 1 Plan

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and Education

- Overall focus on improving the quality of existing minibus taxi services.
- Establish an aligned formal government-industry engagement structure.
- Based on understanding gained through engagements, development and implementation of a phased Industry Transition Programme, working with operators to improve their businesses/operations, maximise additional business opportunities, providing training and vehicle recap if warranted.
- Explore role of technology for improved customer experience, owner business management and service monitoring by government.
  - Implement appropriate pilot projects.
- Address regulatory issues:
  - Verify accuracy of OL data.
  - Revise OL Strategy based on thorough understanding of MBT operations (planning exercise) and need for additional authorities.
  - Set up monthly meeting between PRE and Municipality to discuss regulatory issues, supported by PSTP.



# Stage 1 Plan

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Spatial Planning and  
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and Education

- Plan and implement basic improvements to public transport infrastructure, including:
  - Improve bus shelters to a basic standard across the Municipality on a prioritised basis.
  - Support the Municipality to develop a formal taxi rank in Kayamandi.
    - Planning support (1 year); implementation (+1 year); Link - Kayamandi Bridge railway crossing NMT corridor.
- Implement repairs and improvements to the Bergzicht Taxi Rank.
- Assist the municipality to develop a facilities management plan to improve the management of the Bergzicht Taxi Rank (and other formal taxi ranks, such as the new Klapmuts Rank).
  - Explore the role of MBT industry in providing contracted facilities management services.



## Basic Public Transport Infrastructure Improvements (Immediate Short Term)

### Public Transport Stops

#### Shelters

- 14 stops have shelters
- 11 require maintenance

#### Seating/railings

- 13 stops have seating
- 2 require maintenance

#### Road marking

(maintain existing symbols)

- 50 stops have road markings
- 36 stops require repainting

#### Signage

(maintain existing signage type)

- 19 stops have signage
- 4 stops require replacement signage

#### Refuse Bin

- 12 stops have refuse bins

### Informal Taxi Ranks

#### Shelters

- 2 ranks have shelters
- 1 rank requires maintenance
- 7 ranks do not have shelters

#### Seating/railings

- 3 ranks have seating
- 1 rank requires maintenance
- 6 ranks do not have seating

#### Road markings

(maintain existing symbols)

- 4 ranks have road markings
- 1 rank requires repainting
- 5 ranks do not have road markings

#### Signage

(maintain existing signage type)

- 3 ranks have signage
- 1 rank require replacement signage
- 6 ranks do not have signage

#### Refuse Bin

- 4 ranks have refuse bins
- 6 ranks do not have refuse bins

#### Lighting

- 8 ranks have adequate lighting
- 2 ranks require lighting

#### Asphalt Surface

- 8 ranks have adequate surfacing
- 2 ranks require asphalt surfacing

# Stage 1 Plan

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and Education

- Engage with PRASA / Metrorail to explore options for service enhancements:
  - Improvement to rail stations, including lighting, security, ablutions (PRASA).
  - NMT access/station precincts (WCG).
  - Security enhancements on-board services to Stellenbosch (PRASA).
  - Sustainable solutions to dangerous pedestrian crossings (WCG/PRASA).
  - Understand linkage issues Paarl – Klapmuts – Stellenbosch.
- Engage with WCED to explore opportunities for optimising subsidised learner transport services:
  - Build on review currently in process and develop recommendations.
  - Explore options for integrating cycling into the broader LT programme to cater for shorter distance trips to school (move toward a multi-modal approach to learner transport).



# Stage 1 Plan

## Planning

## Spatial Planning and Land-use Management

## Non-Motorised Transport

## Public Transport

## Transport Systems Management

## Institutional, Capacity and Finance

## Stakeholder Engagement and Education

- Develop a Traffic Calming (i.e. reduced speed) Implementation Programme for key town centres and local communities, including:
  - Stellenbosch town (incl. Cloeteville and Idas Valley), Groendal, and Klappmuts.
  - Incorporate 'Shared Space' principles where appropriate.
- Implement a Traffic Calming pilot project/s and prepare for scaling up in late Stage 1 or Stage 2.
- Develop a Parking Management Strategy, including a Park & Ride Feasibility Study.
- Align to, support and expand existing Large Employer Trip Reduction Programme (TDM).
  - Support the establishment of a pilot (commercial) bus service between Strand – Somerset West – Stellenbosch (R44).
    - Ensure appropriate role for MBT industry.
    - P&R facilities at key origin points.
    - Funding contribution from large employers, including University.
  - Work with employers to encourage cycling for staff travelling short distances (bicycle distribution, showers, secure parking, internal promotion).
  - Employers to develop vehicle occupancy targets and programmes to support their achievement.
- Feasibility Study for establishing a limited-vehicular access zone in Church Street. Support implementation of zone if found to be feasible (trail through World Cup, see Marketing and Comms slide).



# Stage 1 Plan

Planning

Spatial Planning and  
Land-Use Management

Non-Motorised Transport

Public Transport

Transport Systems  
Management

Institutional, Capacity  
and Finance

Stakeholder Engagement  
and Education

- Complete the Section 78 process and conclude an Inter-Governmental Agreement which formalises the relationship between the Municipality and the Department and identifies their respective PSTP responsibilities for the implementation of Stage 1 interventions.
- Support the Municipality to expand sustainable transport planning, management and enforcement capacity.
  - Determine optimum capacity requirements.
  - Provide technical input to the Stellenbosch organisational redesign process on sustainable transport capacity requirements.
  - Temporarily fund additional capacity.
  - Establish focussed PT/NMT enforcement unit.





# Stage 1 Plan

Planning

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Non-Motorised Transport

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and Finance

Stakeholder Engagement  
and Education

- Align municipal budget for sustainable transport initiatives with the PSTP (incl. MIG, NMT, PT, TDM Funding).
- Investigate the viability of increased municipal parking tariffs and private parking levies ring-fenced for sustainable transport.
- Explore opportunities for leveraging private sector funding for bicycle distribution, establishment of commercial bus service and P&R.
- Secure SETA funding for MBT training and Local Government capacitation initiatives.



# Stage 1 Plan

Planning

Spatial Planning and  
Land-Use Management

Non-Motorised Transport

Public Transport

Transport Systems  
Management

Institutional, Capacity  
and Finance

Stakeholder Engagement  
and Education

## Next Steps:

- Identify and/or establish the appropriate fora for engaging with the following key stakeholders and through these work toward a common vision and programme of action:
  - Other Municipal Departments
  - The Private Sector
  - The University
- Professional compilation and illustration of the PSTP Vision for Stellenbosch to use as materials for stakeholder engagement and marketing.
  - Consider developing a film documenting the struggles currently experienced by transport users in Stellenbosch.
  - Develop a Marketing and Communications Strategy
- Pilot implementation of a 'Sustainable Transport Day/Week' coinciding with a large event, including e.g. car-free streets, temporary park n ride with shuttle buses and HOV lanes
- M+C campaign to raise awareness and support the implementation of reduced-speed zones in the CBD and local neighbourhoods.



# Way Forward

# Way Forward

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- Completion of draft plan by end of March
- Comment and refinement in April



# PUBLIC TRANSPORT SERVICE NETWORK: INITIAL OPERATIONAL AND BUSINESS PLANS

Final Report  
12 December 2016



<b>DOCUMENT NAME:</b> Public Transport Service Network - Initial Operational and Business Plan				
<b>PROJECT NUMBER:</b> MD1757		<b>DATE:</b> 15 December 2016		<b>REPORT STATUS:</b> FINAL REPORT
<b>CARRIED OUT BY:</b> Royal HaskoningDHV (Pty) Ltd			<b>COMMISSIONED BY:</b> Stellenbosch Local Municipality	
<b>AUTHOR(S):</b> G Pryce-Lewis (PrTechEng.) Marco Steenkamp			<b>CLIENT CONTACT PERSON:</b> J Muller Pr Eng	
<b>SYNOPSIS:</b> The Initial Operational and Business Plan for the Stellenbosch Public Transport Service Network provides a framework for the implementation of a proposed pilot phase bus service within the Stellenbosch Municipality. This report comprises a high level operational and business plan including an estimate of the required operational cost and revenue associated with the proposed pilot phase.				
<b>PREPARED BY:</b> Royal HaskoningDHV(Pty) Ltd				
<b>QUALITY VERIFICATION:</b> This report has been prepared under the controls established by a quality management system that meets the requirements of ISO 9001:2000.				
<b>Verification</b>	<b>Capacity</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
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<b>Approved:</b>	Head: Transport Planning and Public Transport	J Muller PrEng		

# EXECUTIVE SUMMARY

## Introduction

The Initial Operational and Business Plan, as part of the Stellenbosch Public Transport Service Network (PTSN) has been prepared in accordance with the recommendations set out in the Stellenbosch Comprehensive Integrated Transport Plan 2015 – 2020 (CITP).

The current public transport system in Stellenbosch is provided by Minibus taxi services operating in most parts within Stellenbosch, of which a high number of routes serve common destinations following only slight variations of routes within corridors. The Minibus taxi operations also include unlicensed operators who compete with licensed operators.

Additional to this, Stellenbosch is served by a bus service which operates between Stellenbosch and Somerset West, tourist bus operators operated by private operators and a number of private operators transporting scholars between Stellenbosch, Somerset West, and the Cape Town northern suburbs. Furthermore, a MetroRail service operates between Stellenbosch, Paarl and Cape Town.

The proposed process for development of the Stellenbosch Public Transport Service Network is in compliance with the Department of Transport guidelines and requirements for funding from the Public Transport Network Grant.

## Initial Operations Plan

The operational plan was based on the BRT Planning Guide of 2007, and considers the Cost, Design, Performance and Impacts that the proposed transport technology may have on the existing transport system.

The vehicle floor height was considered and “low entry” vehicles have been proposed to allow for boarding and alighting at kerb height. This will also allow seamless integration between the proposed service in Stellenbosch and the existing MyCiti Bus operations in Cape Town. Furthermore, low entry vehicles can possibly be funded through the Department of Transport (DoT) Public Transport Network Grant (PTNG). The vehicle types considered are the Solo Bus (12m) with a capacity of 70 passengers and the Midi-Bus (9m) with a capacity of 45 passengers.

A Transport Demand Model (EMME4) was used to assist in informing the operational parameters of the proposed pilot system. The model was prepared for the Stellenbosch Municipality and has been adapted from the City of Cape Town Transport Demand Model which included areas such as Paarl, Stellenbosch and Somerset West. The model input pertaining to Stellenbosch was refined and the model output used to inform the Operations Plan and subsequent plans within this report. The model considered the current transport system and modelled the transport system in year 2032 which included modelling the proposed pilot routes.



Universal Access within the proposed transport systems is guided by the Stellenbosch CITP and the DoT Requirements for Universally Accessible Transport. The proposed transport system improvements will include universally accessible vehicles and infrastructure from the outset.

The operational characteristics include a 16 hour service, 20 “Optare” (9m) Midi-buses operating at 10 min intervals during the peak hour and 20 and 30 mins during the periods outside of the peak at a practical speed of 15km/h. Furthermore, it is proposed that the service have an integrated ticketing system, a smartcard fare collection and an integrated timetable which considers the other public transport operations.

### **Detailed Operations System**

Two routes were chosen for the pilot phase of the PTSN. These two routes are between Cloeteville and James Town (Route 1) and between Khayamandi and Idas Valley (Route 7). The routes are considered to have two legs, the first leg terminates at the Bergzicht rank in Merriman Street and the second leg terminates at James Town (for Route 1) and Idas Valley (for Route 7).

The proposed system capacity is based on a 10 min frequency, a capacity of 45 passengers and a load factor of 80% during the peak hours, and either a 20 or 30 min frequency during off-peak periods at a 50% load factor. The number of vehicles required is based on the system capacity and will therefore require 9 and 11 vehicles for Route 1 and Route 7 respectively, which totals 20.

### **Infrastructure Requirements**

Route infrastructure comprises of a number of facilities required to allow efficiency within the transport system. Infrastructure improvements may include; embayments, ticketing facilities, changing signalling etc. However, the detail thereof is not discussed in the report.

### **Business and Institutional Plan**

The proposed business structure includes the management and operating of the transport system through various entities to allow for optimal responsibility. These entities would act as a public transport service agent, vehicle operating contractor, fare system contractor and control system contractor.

The Stellenbosch Municipality will ensure effective control of the management of bus operations through an appropriate mechanism, considered in terms of the section 78 of the Municipal Systems Act. In terms of the Stellenbosch CITP the planning authority will continue to manage the strategic planning, network planning, marketing and administration and financial control of the public transport system.

Furthermore, the potential for Industry Transition and an outline of Operator contracts are summarised.



The PTSN implementation will follow a phased approach as cost, the availability of resources and capacity are usually constraining factors. The implementation of the pilot phase is proposed to take place over a 4 year period from 2016/17 to 2019/20. This includes preparing a detailed operational and Business Plan and concluding in the establishment of a Management Entity, Industry Transition and construction of required Infrastructure.

The financial implications of rolling out the Stellenbosch PTSN are two fold, firstly those costs associated with the operations of the proposed service and those associated with the capital cost. An operating cost of R28 per km was used along with an estimated cost of the vehicles at R2.9m per vehicle. A zonal based fare was used and the revenue, depending on the zone, was either R5 or R7 per trip per passenger. Additionally, a sensitivity analysis of the revenue income was conducted to determine the change in the deficit/ surplus through a change in the passenger demand.

The scenario likely to realise in Stellenbosch is a hybrid public transport system whereby the proposed midi-bus and taxi operators serve the same corridors within Stellenbosch.

The total estimated cost of implementing the proposed pilot system is approximately R151 million over the 4 year period and includes the cost of infrastructure. It is anticipated that the funding required for the implementation of the Stellenbosch PTSN pilot phase will be funded through the National DoT PTNG.

## Conclusion

The Stellenbosch PTSN Initial Operational and Business Plan sets out the framework for the provision of an integrated public transport system for the Stellenbosch Municipality. The proposed plan has been built on the principles as set out in the Stellenbosch CIP, BRT Planning guidelines and PTNG guidelines in order to submit an application to NDoT for funding the implementation of the proposed pilot system.

In order to ensure continuity of the PTSN it is required that consultation with the various stakeholders take place, that a more detailed operational and business plan be prepared and that council approval take place before submission of an application to DoT for PTNG funding.

Recommendations:

The overall recommendations of this report are that:

- a) The Stellenbosch Municipal Council takes note of the outcome and conclusions of the proposals for the introduction of a Public Transport Service Network in Stellenbosch, in particular the institutional and financial implications.
- b) The proposal for the introduction of a Public Transport Service Network in Stellenbosch be supported, in principle, subject to:-
- c) The support of the Western Cape Government and the National Department of Transport being obtained for the proposals and for the future submission of

an application for grant funding from the national Public Transport Network Grant.

- d) The preparation of further detailed institutional, business and operational plans to affirm cost and revenue estimates and the sources and availability of funding.



## Abbreviations

---

AFC	Automated Fare Collection
BRT	Bus Rapid Transit
CBD	Central Business District
CCTV	Closed-circuit Television
CITP	Comprehensive Integrated Transport Plan
COCT	City of Cape Town
DoT	Department of Transport
DTPW	Department of Transport and Public Works
DWA	Department of Water Affairs
EMME/4	Computer modelling software brand name
GABS	Golden Arrow Bus Service
GIS	Geographic Information System
GPS	Environmental Science. the quality of not being harmful to the environment or depleting natural resources, and thereby supporting long-term ecological balance:
Integrated	Combining or coordinating separate elements so as to provide a harmonious, interrelated whole
IPTN	Integrated Public Transport Network
IPTOC	Integrated Public Transport Operations Centre
IRT	Integrated Rapid Transit
ITS	Intelligent Transport System
MBT	Minibus Taxi
Modal Split	A modal share (also called mode split, mode-share, or modal split) is the percentage of travellers using a particular type of transportation or number of trips using said type.
MTEF	Medium Term Expenditure Framework
NLTA	National Land Transport Act No 5 of 2009
NMT	Non-Motorised Transport
PPTIF	Provincial Public Transport Institutional Framework
PTI	Public Transport Interchange
PTNG	Public Transport Network Grant
PTSN	Public Transport Service Network
SDF	Spatial Development Framework
Sustainability	The ability to be sustained, supported, upheld, or confirmed. The quality of not being harmful to the environment or depleting natural resources, and thereby supporting long-term ecological balance
TCT	Transport for Cape Town
UDAP	Universal Design Access Plans
VOC	Vehicle Operating Cost



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# 1. INTRODUCTION

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## 1.1 Purpose

The Stellenbosch Public Transport Service Network (PTSN) report has been prepared in accordance with the recommendations for the introduction of an integrated public transport network contained in the Stellenbosch Comprehensive Integrated Transport Plan (CITP) 2016 – 2020. The CITP was approved by the Stellenbosch Council and was submitted to the MEC Transport and Public Works.

The CITP proposes that the existing, un-coordinated, bus and minibus-taxi public transport services operating in the Stellenbosch municipal area be transformed into a quality public transport service network based on a reformed business model, including adherence to all standards and requirements set out in the National Land Transport Act (NLTA) and other applicable legislation, as well as the requirement to upgrade existing services to be fully universally accessible over a reasonable period of time.

As stated in the Stellenbosch CITP, the guiding principles for the proposed public transport system are as follows:

- The public transport system will be planned and developed in compliance with the “Guidelines and Requirements: Public Transport Network Grant: 2016/2017, for Business Plan preparation underpinning Budget Proposals for MTEF 2017/18 to 2019/20” of the Department of Transport dated 21 April 2016, with the intention of the Stellenbosch Municipality submitting an application to secure grant funding.
- The public transport system will be planned and developed in consideration of and parallel to the transformation, empowerment and upliftment of the local Stellenbosch public transport operators.
- The objective of the public transport system will be to improve public transport service levels and the quality of life of the residents in the Stellenbosch Municipal area.
- The public transport system will be developed in phases with the ultimate goal of the introduction of an Integrated Public Transport Network in accordance with National Transport Policy and the NLTA.
- The public transport system will be planned with the objective of achieving financial sustainability.

This report comprises the preliminary planning phase in respect of the following:

- The initial Operational Plan for the first (pilot) phase of the PTSN
- The initial Business Plan for the first (pilot) phase of the PTSN

## 1.2 Background and Context

The Stellenbosch Municipality is a part of the Cape Town functional region and is largely semi-rural in nature with higher development densities located in the towns; Stellenbosch, Franschhoek, Klapmuts and Pniel. Urban growth is concentrated in Stellenbosch with several new housing estates being developed, an influx of business and gradual expansion of tertiary academic facilities. As a result, traffic volumes have increased rapidly and there is high car ownership within the higher income sector. Commuter traffic within and through Stellenbosch has increased to the extent that there is traffic congestion at the main intersections and a general shortage of parking in the CBD.

Public transport in Stellenbosch is currently provided by:

- Minibus taxi services to all areas within Stellenbosch, with links to the smaller surrounding settlements. The minibus taxi public transport services are characterised by a multitude of closely spaced routes serving common destinations and a high incidence of unlicensed, informal services acting in competition with licensed operators.
- A limited bus service between Stellenbosch and Somerset West
- Special tourist bus services provided by private operators.
- A number of private operators transporting scholars between Somerset West and Stellenbosch and between the Cape Town northern suburbs and Stellenbosch.
- A passenger rail service operating between Stellenbosch, Paarl and Cape Town.

Further information on the existing public transport system can be found in Chapter 3 of the Stellenbosch CITP.

## 1.3 Policy and Legislation

The National Land Transport Act (No. 5 of 2009) (NLTA), Section 11, assigns responsibilities to the three spheres of government. While national and provincial government are responsible for transport policy and strategy, the municipal sphere is responsible for developing local policy and strategy within its area; based on national and provincial guidelines. Specifically the municipal sphere is responsible for the preparation of an Integrated Transport Plan and the implementation thereof including the planning, implementation and management of a modally integrated public transport network and travel corridors.

Chapter 5 of the NLTA requires that municipalities, as planning authorities, must integrate existing public transport services into the larger public transport system in terms of the Integrated Transport Plan. This can take place through negotiated contracts, subsidised contracts and commercial contracts. Initially negotiations can take place with existing local public transport operators, however other external role-players could be included if this is found to be advantageous. Section 6 of the NLTA requires that existing services be



rationalised in this process to achieve a safe, reliable and cost effective public transport system.

While the requirements of national and provincial transport policy are well documented, the implications for municipalities (as Planning Authorities) of undertaking the new functions of planning and implementing such a transport system should be carefully considered. Amongst the more challenging aspects are the following:

- Financial implications for municipalities of planning, implementing and maintaining the public transport system: While government subsidies are currently available, the long term financial implications are not certain and municipalities may be required to meet part of the on-going operational and maintenance costs as well as other aspects such as security, marketing, cleansing etc.
- Consultations and negotiations with role-players and the public transport industry: Government has stated that there will be no loss of legitimate jobs or profits when implementing a new public transport system. Existing operators must be empowered to participate in the process of negotiated contracts and must be compensated fairly where appropriate. This process necessitates intensive research and negotiations.
- Municipal capacity: In order to manage, monitor and administer the public transport system, the Municipality must undertake new functions internally or must outsource the functions to an external entity. This requires a “Section 78” investigation in terms of the Municipal Systems Act to determine the most appropriate mechanism for undertaking the new functions.
- Procurement: The Municipality requires a clear procurement strategy for operating contracts, professional services, design and construction of infrastructure, ticketing system, purchase of vehicles, safety and security amongst many other services. Unless this process is dealt with effectively, severe delays to the project could be experienced.

## 1.4 Strategic Approach

The strategic approach to the planning, design and operation of the Stellenbosch public transport system must be guided by the goals and objectives of the Stellenbosch Municipality and the CIP. The goals and objectives of the CIP (Chapter 2) provide guidance in this respect. The following key aspects must receive consideration.

### 1.4.1 Sustainable system

The following aspects are characteristic of a sustainable transport system and must guide the implementation process:

- Accessibility and quality of service
- Multi-modal approach
- Integration of operations



## 1: INTRODUCTION

- Correct harmful trends
- Manage mobility demand of car users
- Incorporates “full” costs, including environmental impacts
- Integrated planning of landuse and transport

## 1.4.2 Integrated system

The public transport system must be truly integrated to provide transport that allows optimal movement between modes, origins and destinations in terms of:

- Inter-connectivity between transport routes and modes including rail, private car and non-motorised transport
- Co-ordinated timetables and schedules that allow transfers between routes and modes with a minimum waiting time
- Minimum number of transfers between routes and services to reach a particular destination
- Minimum number of fare transactions between transfers
- Interconnected information systems
- Infrastructure that facilitates smooth transfers between modes and services and provides the appropriate facilities.

## 1.4.3 Equitable system

The system should strive to avoid destructive competition between modes and provided for fair participation of all in terms of:

- Accessibility for the disabled and pedestrians
- Meet the basic needs of all for transport
- Promote social integration

## 1.4.4 Cost effective system

The system should strive to be cost effective and efficient in terms of:

- Optimum use of financial resources
- Minimal duplication of services
- Affordable fares

## 1.5 Framework for a Public Transport Service Network

The framework for the development of public transport in Stellenbosch takes the above factors into consideration as well as the need for intensive consultation with affected role-players (specifically the existing public transport operators), the requirements of the Department of Transport and the recent initiatives of the Western Cape Government to

assist Local Municipalities through the Provincial Public Transport Institutional Framework (PPTIF).

The proposed process for the development of the PTSN is in compliance with the Department of Transport guidelines and requirements for funding from the PTN Grant as well as a parallel process with a strong focus on the transformation of the existing public transport industry. The following are the key tasks and inputs to the planning process:

- Approval by the Stellenbosch Municipality of the initial system concept and principles as set out in the CITP
- Preparation of demand forecasts, a proposed route network and operational parameters
- Development of an initial Operations and Business Plan for submission to the Department of Transport for approval
- Stakeholder consultation
- The submission of an application to the DOT for funding through the Public Transport Network Grant (PTNG).

The consultation phase will include the establishment of a consultative forum or steering committee. Town Councillors should be delegated to participate in this process in order to provide political support and guidance.

Other important role-players that must be included in the consultation and planning process are educational institutions. The University of Stellenbosch has an important role to play as it is a high trip generator and it has already proposed a public transport system to serve students and staff.

### 1.5.1 Requirements of the Department of Transport

In the “Guidelines and Requirements: Public Transport Network Grant: 2016/2017, for Business Plan preparation underpinning Budget Proposals for MTEF 2017/18 to 2019/20”, the Department of Transport sets out the various project types that qualify for funding from the national Public Transport Network Grant. These include, not only Bus Rapid Transit systems with dedicated priority infrastructure more appropriate for large cities, but includes support for conventional bus and minibus services (a quality Public Transport Service Network) in smaller cities and towns provided that certain requirements, such as the transformation of the existing business and operational model, compliance with universal accessibility and operational improvements are introduced.

In the case of the Stellenbosch Municipality, neither the resources nor the space in the historical part of the town of Stellenbosch are available for consideration of a “full” BRT system. It is thus proposed that the latter option be pursued and that a Public Transport Service Network (PTSN) be planned and implemented in stages with the focus on transformation of the existing bus and minibus system, the implementation of an initial pilot phase and an overall phased approach.



### 1.5.2 Provincial Public Transport Institutional Framework (PPTIF)

During the process of the preparation of the CITP, the Municipality was informed of the initiative of the Western Cape Government to develop a Provincial Public Transport Institutional Framework (PPTIF) with the primary aim of addressing the key constraints to improving both public and non-motorised transport in the non-metropolitan areas of the Western Cape and to incorporate lessons learnt through the implementation of public transport improvement initiatives in South Africa, particularly in George and Cape Town by developing a flexible and context specific approach to public and non-motorised transport improvement, the development of enhanced institutional and organisational models and the development of a cost model and funding strategy.

It was indicated that the Stellenbosch Municipality has been identified as one of the priority areas to benefit from this programme over the next five years.

### 1.5.3 Process for the Development of the Public Transport Service Network

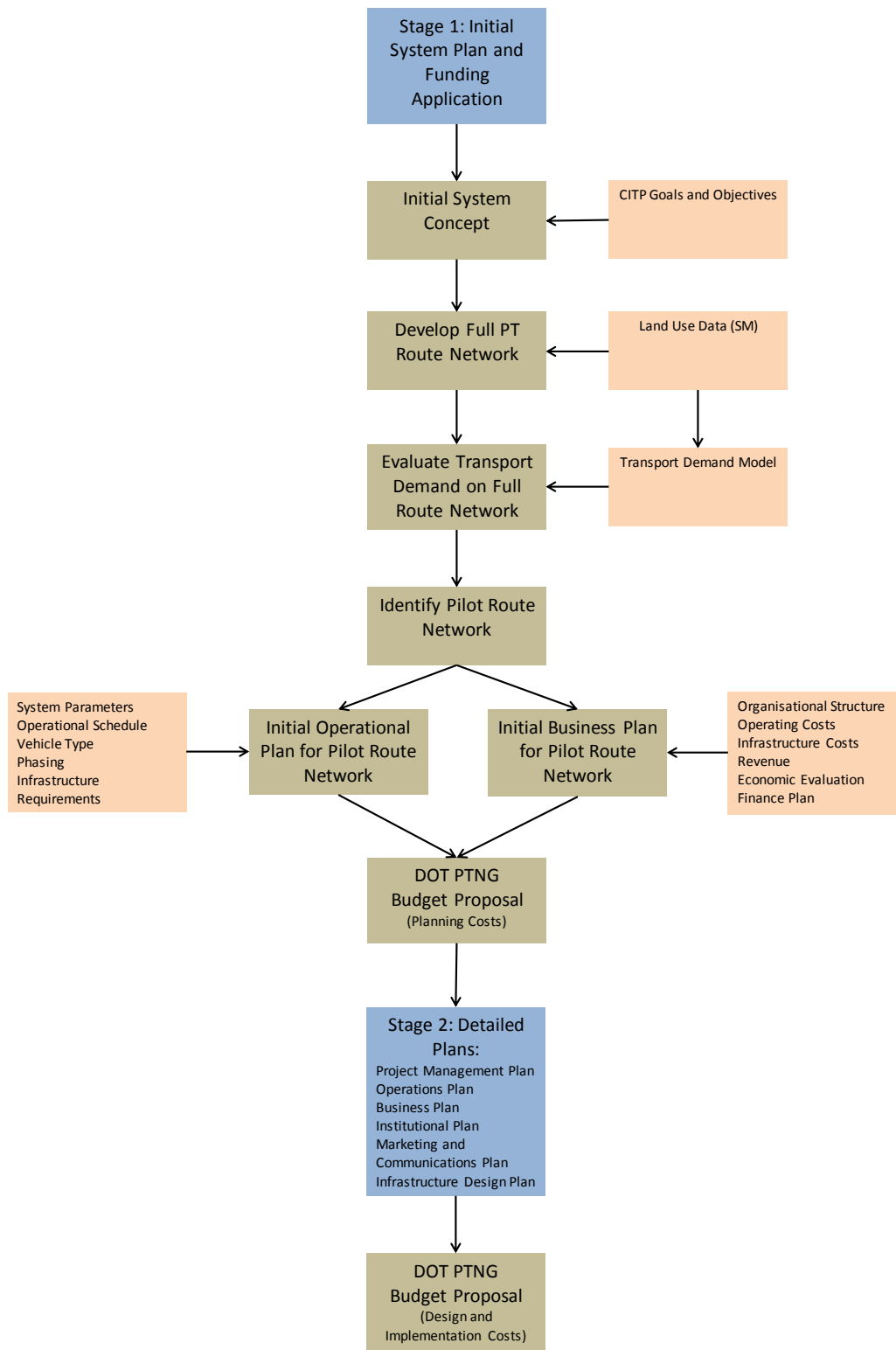
The proposed process for the development of the PTSN is in compliance with the Department of Transport guidelines and requirements for funding from the PTN Grant. The planning process has been divided into two phases in line with the current available resources as follows:

Phase 1: Development of the initial system concept, full route network, demand modelling, identification of a pilot phase route network, preparation of initial Operations and Business Plans in respect of the pilot routes.

Phase 2: Detailed planning and design including preparation of a Project Management Plan, full Operational and Business Plans, Institutional Plan, Marketing and Communications Plan, Infrastructure Design Plan and Budget Proposal.

The process is indicated in Figure 1-1.

**Figure 1-1: PTSN Planning Process**



## 2. INITIAL OPERATIONS PLAN

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### 2.1 Transport Technologies and Modes Evaluated

The BRT Planning Guide, 2007 provides the following factors that should be considered when choosing a particular type of public transport technology:

- Cost: Capital cost of infrastructure and property acquisition, operating costs, planning costs
- Planning and management: Planning and implementation time, management and administration costs (e.g. monitoring of operations and contracts)
- Design: Scalability, flexibility, diversity vs. homogeneity
- Performance: Capacity, travel time / speed, service frequency, reliability, comfort, safety, customer service, image and perception
- Impacts: Economic, social, environmental and urban impacts

A Public Transport Service Network should be designed taking local circumstances and resources into consideration. While the implementation of a Bus Rapid Transit system with dedicated public transport lanes and larger vehicles has the benefit of providing a fast and reliable service, it is extremely costly and occupies a large amount of existing road space which is not always available in Stellenbosch, especially in the town centre.

In the Stellenbosch urban area, it is proposed that the public transport system consist of a quality bus system operating in mixed traffic with selective improvements at intersections to give priority to public transport and in so doing reduce travel times. This alternative will have the least capital cost and impact on the built environment.

#### 2.1.1 Vehicle Floor Height

One of the primary purposes of a rapid bus system, in terms of its performance, is to reduce the time for passengers to board and alight from the vehicles. A prerequisite, to achieve this, is to provide for level boarding at bus stops and modal interchanges, where the bus floor height matches the platform height. The advantage of this is that passengers can board the bus quickly without having to negotiate any steps. A further advantage is that universal access is provided for passengers with mobility challenges.

The two scenarios for level boarding are high-floor buses with pedestrian ramps to closed stations (approximately 900mm floor height) and low-entry (approximately 300mm floor height) vehicles. The current trend internationally is to specify low-entry buses as these buses allow for flexibility of operation on routes where there are no dedicated bus lanes and the buses can load at low platforms on the side of the road.

The term “low-entry” is specifically used to indicate that boarding / alighting from the vehicle is at kerb height, but allows for the design possibility that a portion of the interior floor of the bus may be raised (with an internal ramp or step up) to achieve additional seating over the

engine, wheel arches and fuel tank, compared to an entirely low-floor bus in which the engine, wheel arches and fuel tank protrude above the bus floor.



The Department of Transport has specified that all new vehicles to be procured through the PTN Grant must be of the low entry type.

### 2.1.2 Type of Vehicle and Capacity

Two categories of low-entry vehicles are considered for use in Stellenbosch, based on the maximum practical loadings that have been observed on these types of vehicles, as reported in the BRT Planning Guide (2007) and from experience gained in public transport operations in other cities. The sizes and maximum practical capacities for each of the two categories of low entry vehicles are indicated in Table 2-1. The length of the different types of vehicles has been rounded to the nearest metre, although in practice each manufacturer's vehicle may be slightly more or less than this length.

It must be emphasised that these vehicle practical capacities are approximately 15% lower than the legal capacities specified by vehicle manufacturers, because although manufacturers are allowed to assume a standing density of 4.5 persons per square metre of aisle space when they specify vehicle capacity, in practice this standing density has seldom been achieved on bus systems in South Africa as people seem to not want to stand so close together and would rather wait for the next bus.

**Table 2-1: Bus Vehicle Passenger Capacity**

Vehicle Type	Length (Metres)	Practical Capacity	
Solo Bus	12	70	
Midi-Bus	9	45	

## 2.2 Transport Demand Model

The planning of a sustainable Public Transport System for the Stellenbosch Municipality requires a comprehensive analysis of the current and future demand for public transport based on development trends and transport patterns. In 2008 a transport model was developed for Stellenbosch based on an extensive data collection exercise including a household interview survey. The City of Cape Town's EMME/3 transport model was used as the base which would also allow for the testing of transport scenarios beyond the municipal border of Stellenbosch.

The data collection for the model included traffic counts at more than 30 key intersections as well as permanent Provincial counting stations and household interview surveys collected in 2009. The primary source of spatial planning data was the 2003 draft Spatial Development Framework for Stellenbosch.

At the time, only a 2009 morning peak model was prepared and long term future land use scenarios were not tested due to the fact that the SDF was only in draft form. There was also certain data (employment statistics) that were not surveyed. Subsequently the SDF was approved by Council in 2012 and is again being revised.

The final 2010 report on the Stellenbosch transport modelling recommended that additional information be obtained to improve the transport model and that long term scenarios be tested using the latest land use information. The report recommended that:

- Additional surveys be conducted to include farming activities
- Information be collected from schools to develop a school trip model
- The latest traffic counts be included
- The Stellenbosch land use GIS be updated with more accurate residential information
- A detailed employment survey be undertaken

The 2009 model outputs have been used to test public transport service parameters (frequencies and vehicle type) for the Stellenbosch system (refer to section 2.3.2). However the updating of the model, including extensive surveys as proposed above is beyond the scope of the current study. The Stellenbosch transport demand model has been adapted from the City of Cape Town EMME/3 transport model in terms of the land use projections received from the Stellenbosch Municipality and was used to determine the future passenger demand on pilot routes proposed for implementation in the Stellenbosch Municipal area .

A separate report has been prepared which unpacks the Transport Demand Model application for the Stellenbosch PTSN.



## 2.3 Network Route Plan (Full System)

### 2.3.1 Spatial Development Framework

Chapter 4 of the CITP contains a summary of the Spatial Development Framework approved by the Stellenbosch Municipality Council in 2012. The approach that was adopted was to focus high density development at nodes located at strategic intersections of road and rail networks, or to intensify the development of existing nodes. The settlement nodes connected by road and rail networks are shown in Figure 2 of the SDF and are indicated in Figure 2-1.

**Figure 2-1: Stellenbosch Settlement Nodes Connected by Road and Rail Networks**



Figure 2-1 indicates the corridors with strong, medium and weak links as well as the sub-regional nodes (Stellenbosch and Franschhoek) and secondary service centres (Klapmuts) which are a high priority for development.

The public transport system should focus on the strong corridors but maintain accessibility on the less important corridors. This may mean that corridors where the travel demand is high will require larger vehicles operating at a high frequency to meet the demand.

The areas further away from the main corridors are mainly rural in nature and cannot be economically served by scheduled public transport services. Longer walking distances from surrounding areas to the public transport routes will therefore have to be accepted or local informal transport will have to be used to gain access to the nearest scheduled public transport route.

### 2.3.2 Routes within the Stellenbosch Town

The planning of an integrated route network for Stellenbosch was carried out during the preparation of the Stellenbosch Municipality CITP in 2015. The Stellenbosch route network requires a centrally located Terminal to act as the hub of a typical “hub-and-spoke” route network. This Terminal will act as a major transfer point between routes and services. All

routes should therefore pass through the Terminal which will provide for transfers to any destination on the network.

At present, the road based public transport operates primarily from the Bergzicht Terminal in Stellenbosch. Although centrally located, this may not be the ideal location to service the Stellenbosch University as an end destination. Alternatively, the scheduling of services can be adapted to serve the University without the need for an additional transfer. It should also be noted that the Adam Tas Corridor (R44) is to be planned as a “Transit Oriented Development” corridor. This corridor is aligned along the main commuter railway line in Stellenbosch. In future, a major transport terminal could be located in the corridor. This would necessitate the adjustment of the PTSN route network.

A typical Public Transport Network comprises the following hierarchy of routes:

- Trunk Routes – High capacity routes operated mainly on dedicated lanes of dual carriageways with centrally located closed bus stations and utilising articulated or solo buses with right hand side doors.
- Express Routes – High capacity routes with limited stops operated mainly on the major road system, including freeways, with solo buses with left hand side doors and right hand side doors to facilitate kerb-side loading of passengers as well as loading at centrally located closed bus stations.
- Main Routes – Medium to high capacity routes with frequent stops operated on the major road network utilising solo buses with left hand side doors and right hand side doors to facilitate kerb-side loading of passengers and loading at centrally located closed bus stations where possible.
- Area (or local) routes – Low capacity “feeder” routes operated mainly on residential roads with frequent stops utilising midi-buses with left hand side doors to facilitate kerb-side loading of passengers.

The decision as to which route type or classification should be considered in the case of Stellenbosch is based on the likely corridor capacity that will be required during the peak hour. The BRT Planning Guide, 2007 (p. 251) states that the corridor capacity is calculated as the product of vehicle capacity, load factor, frequency and the number of stopping bays per route, which results in capacity being stated as the flow of passengers per peak hour per direction (pphpd).

Table 2-2 shows the corridor capacity that can be achieved for different sizes of low entry buses, assuming an operating frequency of 40 articulated buses per hour on trunk routes with closed stations (which is a headway of 90 seconds) and 20 buses per hour (3 minute headway) for solo and midi-buses with on-board fare collection through a single door with one stopping bay at each station along a route, a load factor of 1.0 and a practical vehicle capacity (which is 85% of the legal capacity). For two stopping bays per station on the route this capacity will be doubled and with three stopping bays per station it will be trebled.

Table 2-2: Corridor Capacity

Vehicle Type	Vehicle Length (Metres)	Practical Vehicle Capacity (85% of Legal Capacity)	Frequency (Veh/hr.)	Headway (Seconds)	Corridor Capacity (pphd)
Articulated Bus	18	100	40	90	4 000
Solo Bus	12	70	20	180	1 400
Midi-Bus	9	45	20	180	900

Where the passenger demand on a route exceeds 4 000 passengers per hour, express services should be introduced which only stop at the main stations along a route.

Taking into consideration the severe traffic congestion being experienced in central Stellenbosch, it may be necessary to improve the capacity of intersections and other traffic bottlenecks by providing additional dedicated turning or queue bypass lanes and special signal phasing for public transport vehicles. This will reduce journey times and improve the quality of service.

The following criteria were applied in the route identification and selection process:

- The routes recommended in the 2011 CITP and the transport modeling results
- Public transport stops should generally be within a 400m walking distance from the community they serve
- Routes should be planned to provide a better or equal service to the local communities when compared to the current taxi services in these areas
- Natural features e.g. steep slopes, watercourses, undeveloped (bushy areas) that make walking to a route difficult must be taken into consideration
- The classification and quality of the road network (e.g. residential roads vs. collector or arterial roads)
- Routes should be selected so as not to concentrate trips on a particular route so as to create very low headways between vehicles, particularly in residential areas
- Adjacent land uses and types of development

Figure 2-2 indicates the proposed ultimate public transport route network in the Stellenbosch urban area. The proposed routes provide linkages from the suburbs to the central Terminal as discussed above.

It is proposed that the routes be classified as Main Routes operating in mixed traffic except at critical pinch points on the network where additional lanes can be provided e.g. at intersections. The PTSN main routes indicated in Table 2-3 are proposed.

Table 2-3: Proposed Main Route Destinations and Lengths

Route Number	Destination	Length (km)
1	Kayamandi (west) to Idas Valley	8.88
2	Kayamandi (east)	3.45
3	Idas Valley (south)	4.24
4	Devon Valley / Unie Park	3.65
5	Onder Papegaaiberg / Unie Park	6.97
6	Paradyskloof	4.80
7	Jamestown / Cloeteville (west)	11.3
8	Techno Park	6.1
9	Brandwacht	3.99
10	Cloeteville (east)	4.55
11	Die Boord	4.43

Figure 2-3 indicates the 400m walking radius from the planned stops on the route network. The figure illustrates that the majority of the service area is well covered and that only small pockets have a longer walking distance than 400m. A larger coverage area of 500m radius has been allowed from the Bergzicht Terminal since it is unlikely that passengers would be willing to pay a fare to only travel 500m.

### 2.3.3 Long Distance (Regional) Routes

Figure 2-4 indicates the proposed long distance (or regional) route network for the Stellenbosch Municipality. The proposed routes take into account the linkages and development nodes proposed in the SDF as well as the main tourist routes.

The regional routes indicated in Table 2-4 are proposed:

Table 2-4: Proposed Long Distance (Regional Routes)

Route Number	Destination	Length (km)
1	Stellenbosch – Cape Town Airport	29.3km
2	Stellenbosch – Bellville	26.4km
3	Stellenbosch – Paarl (1)	34.9km
4	Stellenbosch – Somerset West	19.8km
5	Stellenbosch – Eersterivier	19.0km
6	Stellenbosch – Paarl (2)	31.3km
7	Stellenbosch – Franschhoek	30.9km
8	Franschhoek - Paarl	33.1km

In addition to the above regional routes, minor routes and feeder routes can be provided by unscheduled minibus services as is currently the case.

The regional routes provide accessibility to all parts of the Stellenbosch Municipal Area with linkages to Somerset West, Paarl and to Cape Town with minimum transfers by using proposed interchange points with the proposed MyCiTi network. The linkage points with the proposed MyCiTi system are shown on Figure 2-4.

### 2.3.4 Passenger Rail Routes

The passenger rail network within the Stellenbosch Municipal area provides linkages between Stellenbosch and Paarl, Somerset West and Bellville.

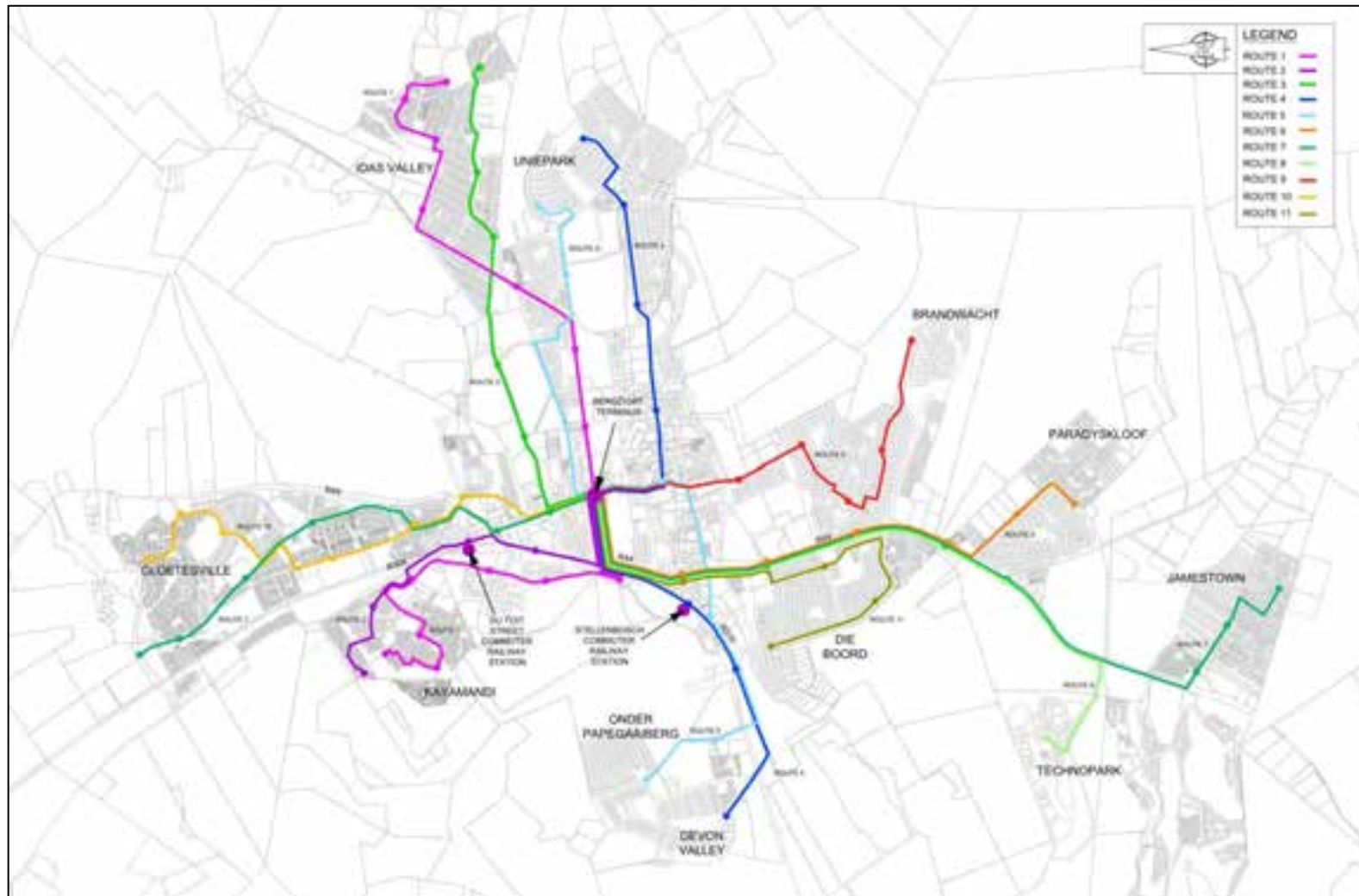
There are seven railway stations which fall within the Stellenbosch Municipal area; namely:

- Klapmuts
- Muldersvlei
- Koelenhof
- Du Toit
- Stellenbosch
- Vlottenburg
- Lynedoch

The planning of an integrated public transport network has been carried out to provide linkages between the bus routes and rail stations. The location of the rail stations within the Stellenbosch town is indicated on Figure 2-2. The regional rail network is indicated on Figure 2-4.

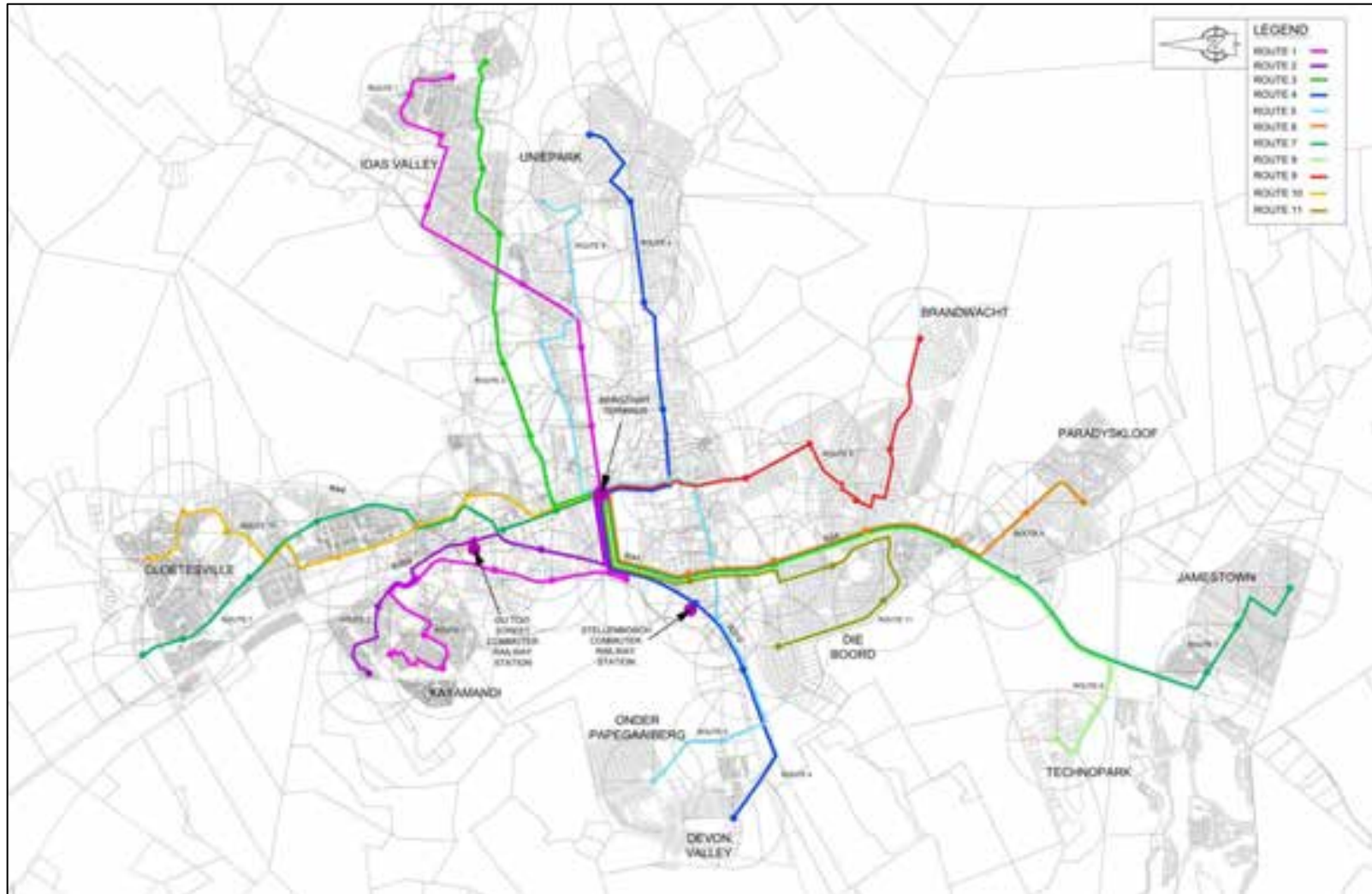
2: INITIAL OPERATIONS PLAN

Figure 2-2: Proposed Stellenbosch Route Network



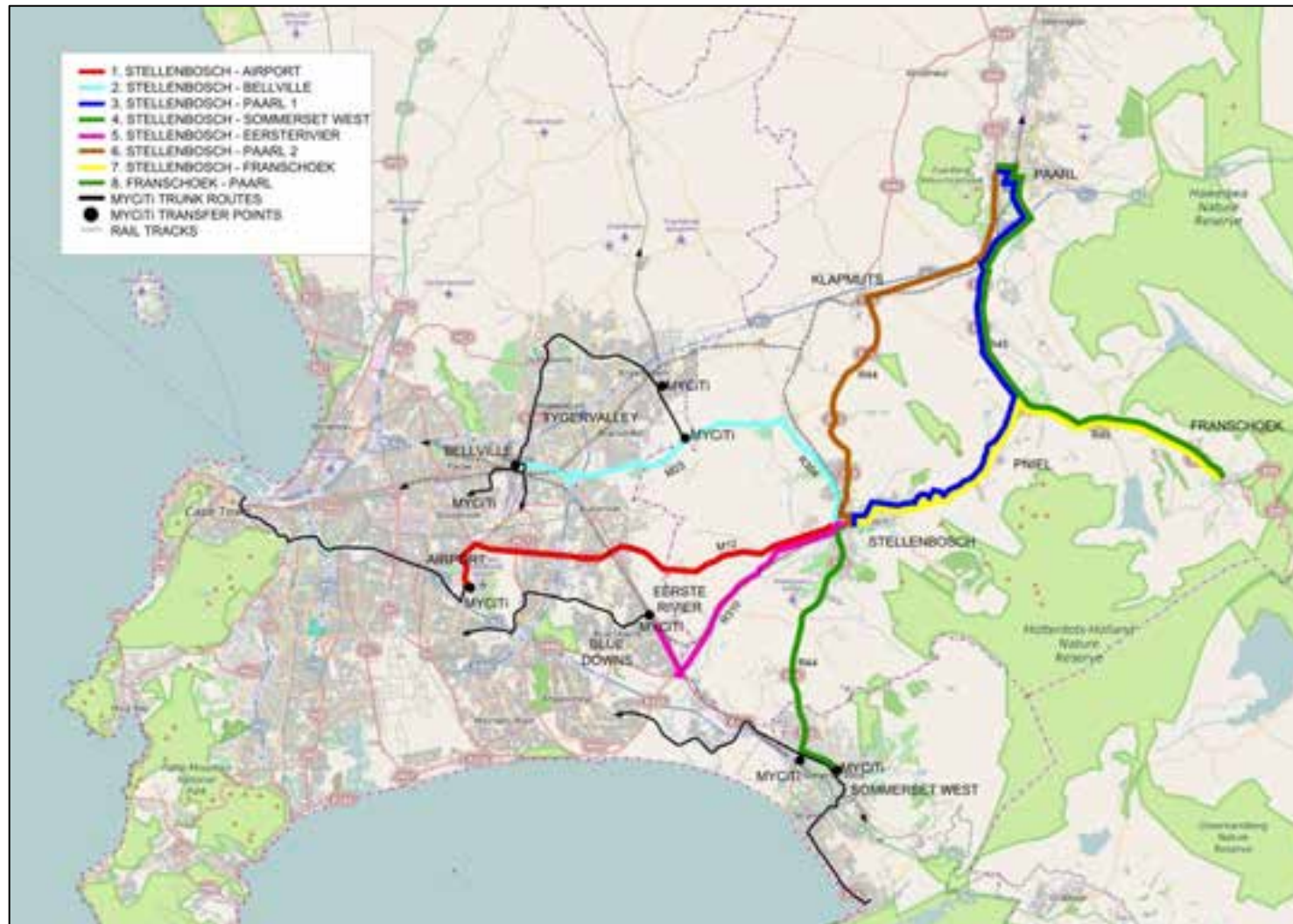
2: INITIAL OPERATIONS PLAN

Figure 2-3: Proposed Stellenbosch Route Network with Service Coverage



2: INITIAL OPERATIONS PLAN

Figure 2-4: Proposed Stellenbosch Long Distance Route Network





### 2.3.5 Integration of Rail, Bus and NMT

Integration of modes and services should take place at key points in the proposed public transport system. These are the following:

- Central Bus Terminal: Provision should be made at the Terminal for facilities to accommodate the following services:
  - Solo bus – Stellenbosch peak services
  - Standard buses – Existing bus services between Stellenbosch, Somerset West and the Northern Suburbs
  - Midi-buses – Stellenbosch peak and off-peak services
  - Mini-bus – existing services to other towns
- Stellenbosch and Du Toit Railway Stations: Facilities for Solo / Midi-bus services operating on public transport routes i.e. stops, signage shelters
- Interchange points between routes: Platforms, shelters, signage, toilets.
- Stops: Shelters, signage, approach sidewalks.
- NMT facilities to /from Bus Terminals and Railway Stations.

### 2.3.6 Route Descriptions for all Categories of Routes

The route descriptions for the short distance routes indicated in Figure 2-2 are listed in Table 2-5.

**Table 2-5: Short Distance Public Transport Route Descriptions**

Route Number	Route Description	Route Distance
1	Begin at the intersection of Lindida Road and Van Dyk Road, proceed Northward on Lindida Road which then becomes Hector Road. Continue on Hector Road to the intersection of Hector Road and Adendorff Road, take a right onto Adendorff Road until Bloekom Ave and Adendorff Road intersection. Proceed Westward on Bloekom Ave until the road ends at Lelie Street and Bloekom Ave intersection. Turn left at the intersection onto Lelie Street and an immediate left onto Rustenberg Road. Proceed on Rustenberg Road crossing Helshoogte Road, Rustenberg Road becomes Cluver Road, proceed on Cluver Road until the large traffic circle. At the traffic circle exit onto Merriman Ave, proceed on Merriman Ave until Bergzight Terminal. From Bergzight Terminal proceed Westwards on Merriman Ave until the intersection of Merriman Ave and Adam Tas Road. Proceed Southward on Adam Tas Road then turn into George Blake Road, proceed on George Blake Road then proceed straight onto Rand Road. Proceed Northward on Rand Road which becomes Masitandane Road. At Masitandane Road and Bassil Road intersection, proceed on Bassil Road.	8.8km
2	At Bergzight Terminal proceed Westwards on Merriman Ave until Merriman Ave and Adam Tas Road. Proceed Northward on Adam Tas Road until the Adam Tas Road and Bird Street intersection. Proceed Northward on Bird Street until the Bird Street and Masitandane Road intersection. Proceed on Masitandane Road and continue northward on Masitandane Road after the small traffic circle. At the Masitandane Road and Makupula Road intersection, proceed Northward on Makupula Road.	3.45km

Route Number	Route Description	Route Distance
3	At Bergzicht Terminal proceed Northward on Bird Street until the Jan Celliers Road and Bird Street intersection. Proceed Eastwards on Jan Celliers Road which becomes Hamandshand Road, proceed until the road ends at the intersection of Hamandshand Road and Helshoogte Road. Proceed Eastwards on Helshoogte Road until the intersection of Helshoogte and Rustenburg Road, proceed on Rustenburg Road until the intersection of Rustenburg Road and Old Helshoogte Road. Proceed Eastwards on Old Helshoogte Road until the intersection of Old Helshoogte Road and Assegaai Road. Proceed shortly on Assegaai Road where the route ends at the intersection of Assegaai Road and Maroela Road.	4.24km
4	Route begins at the intersection of Rozendal Road and Provinsie Road, proceeds South-Westward on Provinsie Road until the intersection of Provinsie Road and Martinson Road. Proceed Westward on Martinson Road until the intersection of Martinson Road and Morkel Road, proceed on Morkel Road which becomes Jonkershoek Road, proceed straight onto Van Riebeeck Street after the mini traffic circle. Proceed on Van Riebeeck Street which becomes Plein Street, at the large traffic circle proceed Northward on Bird Street until the intersection of Bird Street and Merriman Ave where the Bergzicht Terminal is. From the Bergzicht Terminal, proceed Westwards on Merriman Ave until the intersection of Merriman Ave and Adam Tas Road. Proceed Southwards on Adam Tas Road until the intersection of Adam Tas Road and Devon Valley Road, proceed on Devon Valley Road until the intersection of Devon Valley Road and Tarentaal Road where the route ends.	7.31km
5	Route begins at the intersection of Transvaal Road and Unie Road, proceed South-Westwards on Unie Road until the intersection of Martinson Road and Unie Road. Proceed Westward on Martinson Road until the large traffic circle where the route proceed on Soeteweide Road. Proceed on Soeteweide Road until the intersection of Soeteweide Road and Groeneweide Road, proceed on Groeneweide Road until the intersection of Groeneweide Road and Banghoek Road. Proceed Westwards on Banghoek Road until the intersection of Banghoek and Bird Street, proceed Southwards on Bird Street until the Bergzicht Terminal. From the Bergzicht Terminal proceed Southwards on Bird Street until the intersection of Bird Street and Dorp Street. Proceed Westwards on Dorp Street crossing Strand Road until the intersection of Dorp Street and Adam Tas Road. Proceed Southwards on Adam Tas Road until the intersection of Adam Tas Road and Oude Libertas Road, proceed straight on Oude Libertas Road which becomes Flamingo Road then the route ends at the intersection of Flamingo Road and Kokkewiet Road.	6.97km
6	Route begins at the Bergzicht Terminal and proceeds Westwards on Merriman Ave until the intersection of Merriman Ave and Adam Tas Road. Proceed Southwards on Adam Tas Road then continue on Strand Road until the intersection of Strand Road and Paradyskloof Road. Proceed on Paradyskloof until the mini traffic circle then Proceed on Wildebosche Road until the route ends at the mini traffic circle where Florida Road and Wildebosche Road intersects.	4.8km
7	Route begins at the intersection of Welgevonden Boulevard and Lang Road. Proceed Southward on Lang Road which becomes Langstraat Suid Road until the intersection of Langstraat Suid Road and Adam Tas Road. Proceed Southward on Adam Tas Road until the intersection of Adam Tas Road and Bird Street, Proceed Southward on Bird Street until the Bergzicht Terminal. From the Bergzicht Terminal proceed Westward on Merriman Ave until the intersection of Merriman Ave and Adam Tas Road. Proceed Southwards on Adam Tas Road then proceed on Strand Road until the intersection of strand Road and Webersvalleipad. Proceed on Webersvalleipad until the intersection of Webersvalleipad and Pajarolaan. Proceed on Pajarolaan until the intersection of Pajarolaan and Festival Street, proceed on Festival Street, the route then ends at the intersection of Festival Street and Earlobelle Crescent.	11.3km

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Route Number	Route Description	Route Distance
8	Route begins at Bergzight Terminal, proceeds Westwards on Merriman Ave until the intersection of Merriman Ave and Adam Tas Road. Proceed Southward on Adam Tas Road which becomes Strand Road. Proceed Southwards on Strand Road until the intersection of Strand Road and Quantum Street. Proceed straight on Quantum Street which becomes Elektron Road, at the intersection of Electron Road and Tegno Road proceed on Elektron Road until the route ends at the intersection of Elektron Road and Quantum Street.	6.1km
9	Route begins at Bergzight Terminal then proceeds Southward on Bird Street, at the first large traffic circle continue straight onto Mill Street which becomes Piet Retief Street. Proceed Southwards on Piet Retief Street until the intersection of Piet Retief Street and Welgevallen Road. Proceed South-Westward on Welgevallen Road until the intersection of Welgevallen Road and Buitekring Road, proceed Westwards on Buitekring Road until the intersection of Buitekring and Lower Road. Proceed Southwards on Lower Road until the intersection of Lower Road and Buitekring Road. Proceeds Eastwards on Buitekring Road until the Intersection of Buitekring Road and Pleunis Road. Proceed on Pleumis Road until the intersection of Pleunis and Brandwacht Road, proceed Eastwards on Brandwacht Road until the route ends which is after the intersection of Brandwacht Road and Le Seuer Road	3.99km
10	Route Begins at Bergzight Terminal then proceeds Northward on Bird Street until the intersection of Bird Street and Kromrivier Road. Proceed on Kromrivier Road then immediately enter Faure Street, proceed on Faure Street which becomes La Colline Road, proceed until the intersection of La Colline Road and Langstraat Suid Road. Proceed Westwards on Langstraat suid Road until the intersection of Langstraat Suid Road and Curry Road. Proceed on Curry Road until the intersection of Curry Road and Last Road, proceed on Last Road until the intersection of Last Road and Lang Road. Proceed Northwards on Lang Road until the intersection of Lang Road and Rhode Road, proceed on Rhode road until the intersection of Rhode Road and Hendrikse Road. Proceed Eastward on Hendrickse Road until the intersection of Hendrikse Road and Welgevonden Boulevard. Proceed on Welgevonden Boulevard until the route ends at the intersection of Welgevondens Boulevard and Protea Street.	4.55km
11	Route Begins at Bergzight Terminal then Proceeds Westwards on Merriman Ave until the intersection of Merriman Ave and Adam Tas Road. Proceed Southward on Adam Tas Road then proceed on Strand Road until the intersection of Strand Road and Van Reede Road. Proceed Westwards on Van Reede Road until the intersection of Rhodes Noord Road, proceed Southwards on Rhodes Noord Road until the intersection of Rhodes Noord Road and Lovell Road. Proceed on Lovell Road until the intersection of Lovell Road and Saffraan Ave where the route ends.	4.43km

The route descriptions for the long distance routes indicated in Figure 2-4 are listed in Table 2-6.

**Table 2-6: Long Distance Public Transport Route Descriptions**

Route Number	Route Description	Route Distance
1	Route begins at Bergzight Terminal then proceeds Westwards on Merriman Ave until the intersection of Adam Tas Road and Merriman Ave, then proceeds Southwards on Adam Tas Road which then becomes Polkadraai Road. The route proceeds on Polkadraai Road passing Van Riebeeck Road and under Kuils River Road until the intersection of Robert Sobukwe Road and Polkadraai Road, the route then proceeds South-Westwards on Robert Sobukwe Road until the intersection of Robert Sobukwe Road and Borchers Quarry Road. The route then proceeds Southwards on	29.6km

Route Number	Route Description	Route Distance
	Borcherds Quarry Road then ends at the Airport.	
2	Route begins at Bergzicht Terminal then proceeds Northwards on Bird Street which then becomes the R304, the route proceeds on the R304 until the intersection of the R304 and Bottelary Road. The route then proceeds Westward on Bottelary Road until the intersection of Bottelary Road and La Belle Street, then proceeds Southwards on La Belle Street until the intersection of La belle Street and Strand Street. The route then proceeds North-Westwards on Strand Street which becomes Voortrekker Road, the route proceeds on Voortrekker Road until the intersection of Voortrekker Road and Modderdam Road. The route proceeds southwards on Modderdam Road until the intersection of Belrail Road and Modderdam Road, then proceeds Westwards on Berail Road where the route ends at the Bellville terminal.	27.2km
3	Route begins at Bergzicht Terminal then proceeds Eastwards on Merriman Ave until the large traffic circle, then proceeds North-Eastward on Cluver Road until the intersection of Cluver Road and Helshoogte Road. The route then proceeds Eastwards on Helshoogte Road until the intersection of Helshoogte Road and the R45, the route then proceeds North-Westward on the R45 until the intersection of R45 and Main Street. The route then proceeds North-Eastwards on Main Street then proceeds North-Eastwards on the N1. The route proceeds on the N1 until the off-ramp for Jan Van Riebeeck Drive, the route then proceeds North-Westwards on Jan Van Riebeeck Drive Until the large traffic circle. The route proceeds Westwards on Market Street then at the next Traffic circle the route proceeds Northward on Bergrivier Boulevard Suid until the intersection of Bergrivier Boulevard Suid and Lady Grey Street. The route then proceeds Westwards on Lady Grey Street and ends at the Paarl Stop.	34.1km
4	Route begins at Bergzicht Terminal then proceeds Southwards on Bird Street until the intersection of Bird Street and Alexander Road. The route proceeds Westwards on Alexander Road until the intersection of Adam Tas Road and Alexander Road, then proceeds Southwards on Adam Tas Road then Southwards on Strand Road. The route proceeds on Strand Road which then becomes the R44 which then becomes Broadway Boulevard, then at the intersection of Broadway Boulevard and Main Road the route proceeds Eastwards on Main Road then ends at the Somerset West Stop.	20.4km
5	Route begins at Bergzicht Terminal then proceeds Westwards on Merriman Ave until the intersection of Adam Tas Road and Merriman Ave, then proceeds Southwards on Adam Tas Road until the intersection of Adam Tas Road and Baden Powell Drive. The route then proceeds Southwards on Baden Powell Drive, it passes over Van Riebeeck Road, then enters Van Riebeeck Road and proceeds North-Westward on Van Riebeeck Road until the route ends at Eersterivier Stop.	19.6km
6	Route begins at Bergzicht Terminal then proceeds Northwards on Bird Street until the intersection of Bird Street and Adam Tas Road, the route then proceeds Eastwards on Adam Tas Road which then becomes the R44. The route proceeds Northwards on the R44 until the intersection of the R44 and Old Paarl Road, the route proceeds Eastwards on Old Paarl Road which then becomes Main Street, the route proceeds on Main Street until the intersection of Main Street and Lady Grey Street. The route proceeds Eastwards on Lady Grey Street then ends at the Paarl Stop.	30.2km
7	Route begins at Bergzicht Terminal then proceeds Eastwards on Merriman Ave until the large traffic circle, the route then proceeds North-Eastward on Cluver Road until the intersection of Cluver Road and Helshoogte Road. The route proceeds Eastwards on Helshoogte Road until the intersection of Helshoogte Road and the R45, the route proceeds South-Eastwards on the R45 which then becomes Huguenot Road, the route then ends at the Franschoek Stop.	31.2km

Route Number	Route Description	Route Distance
8	Route begins at the Franschoek Stop then proceeds North-Westwards on Huguenot Road which then becomes the R45, the route proceeds on the R45 until the intersection of the R45 and Old Paarl Road. The route then proceeds North-Eastwards on Main Street then proceeds onto the N1, the route exits the N1 at the Jan Van Riebeeck Drive offramp. The route then proceeds North-Westwards on Jan Van Riebeeck Drive until the large traffic circle where the route proceeds Westwards on Market Street. The route proceeds on Market Street until the large traffic circle then proceeds Northwards on Bergrivier Boulevard Suid until the intersection of Bergrivier Boulevard Suid and Lady Grey Street, the route then proceeds Westwards on Lady Grey Street then ends at the Paarl Stop.	33.7km

## 2.4 Universal Access Design Policy and Plan

The Stellenbosch CIP, Chapter 8, discusses transport infrastructure. As part of this there is a focus on universal access. The Stellenbosch CIP indicates that, “all transport facilities must be universally accessible to all users”, and goes further in saying, “all new facilities must comply with this standard and existing facilities should be retro-fitted as soon as possible”. Furthermore, it is a requirement of the Department of Transport that an “Access Consultant” be appointed by the Stellenbosch Municipality to ensure universal access requirements are achieved and to prepare a detailed Universal Access Plan.

Table 2-7 indicates the requirements laid down by the DOT in respect of Universal Access in terms of planning and infrastructure design.

**Table 2-7: Department of Transport Requirements for Universally Accessible Transport**

Production of the Universal Design Access Plans (UDAP)	Basic Minimum Requirement	Reason
Production of the UDAP	Needs to be produced in accordance with the UDAP template produced by the DOT	To provide a comparable plan through which to describe, monitor and evaluate the implementation of universal access.
	Development of the UDAP by the access consultant	To ensure that there is consistency between the standards in the plan that minimum standards can be implemented and that relevant legislation is complied with.
Transport Planning	Ensure that the network is as compact as possible to enable general life activities to be situated as close as possible to public transport	To aim for a network that follows the principles of the building regulations part S
	Development of the entire network so that facilities are easy to reach and are within 50m of each other	
	Design of crossings to take passengers to or from a public transport stop or station are safe from vehicular traffic and allow passengers to board the vehicle as fast as possible.	To enable passenger safety and allow the public transport system to operate as efficiently as possible.

Production of the Universal Design Access Plans (UDAP)	Basic Minimum Requirement	Reason
Operational context	Compliance of contracts and licences with the Promotion of Equality and Unfair Discrimination Act, where it applies.	To enable compliance with existing legislation.
Marketing and Communications	Compliance with SANS minimum standards.	To ensure compliance with relevant standards
Customer Care	Compliance with SANS standards and a system for on-going consultation to be integrated within the system with customer feedback, for all categories of passenger.	To ensure that service users are able to provide feedback on the service that they receive, and to ensure that this feedback is used to improve services.
	Consideration of the implications of the Promotion of Equality and Unfair Discrimination Act	
Fare System	Policies, procedures and practices developed to mitigate problems experienced by passengers with special categories of need, within usual procedures and as addendums, where this is required.	To ensure that problems identified with using the Electronic Fare System are contained.
Passenger Information	All stations and stops must include a universally legible system of attaining information about the services (whether IT, internet or telephone or paper based) signage, including emergency signage, system maps and route maps.	To ensure recognition and usage of passenger information across the entire spectrum of society and visitors to South Africa.
	Compliance with SANS standards and where lacking, ISO standards	
Infrastructure (Whether internal or external, control room or depot)	Compliance with part S of the Building Regulations and accompanying SANS standards in all aspects of the built environment, not solely in buildings. This means that all stations and kerbside stops should form a level service with a gradient of at least 1:50. These platforms should also be level with the bus floor at entry doors.	This is the minimum standard affecting functional requirements in buildings. Whilst other parts of the Building Regulations refer to some functional requirements, these are not inclusive of people with disabilities. However, these projects acknowledge that passengers with special categories of needs including people with disabilities use aspects of the built environment other than merely stations.
	Access through the fare gates / turnstiles for parents with prams, people in wheel chairs, and with luggage. Proper approval of plans required under part S by a competent person (environmental access). For the purposes of the PTN grant, this person is the access consultant.	
Vehicles	Level boarding between the vehicle and the platform of the station without a gap	To maintain equality in dwell time for all passengers at all stops and stations.
	No mechanical lifts on vehicles or security gates for fare avoidance	These prolong the dwell time required to board the vehicle for certain people and prevent others from using the vehicles.

Production of the Universal Design Access Plans (UDAP)	Basic Minimum Requirement	Reason
		Mechanical lifts are prone to inconsistent operation and carry a heavy service overhead, which needs to be managed through the contract with the operator. This results in additional staff costs and lack of service provision to certain elements of the population.
	All new trunk vehicles shall have the capacity to accommodate two or more people in wheel chairs, or parents with prams. (The footprint required for either category of passenger shall be interchangeable). All new feeder vehicles shall accommodate one such footprint.	The National Department of Transport has performance standards available to illustrate the standards required in each vehicle.
	All vehicles must include the provision of designated seating for priority passengers (people with disabilities, or who are elderly, parents with prams, and pregnant women) which must be easy to board or alight from.	

According to the above requirements, all new public transport infrastructure and vehicles purchased for use on the public transport system must be universally accessible from the outset. If existing public transport vehicles are utilised, these must be converted or replaced by universally accessible vehicles within a reasonable time.

As stated above, it is proposed that low entry vehicles be utilised to serve the Stellenbosch route network. These vehicles can accommodate wheel chair access. All new infrastructure must be equipped with ramps and tactile surfaces and other facilities to universally accessible standards.

## 2.5 Operational Characteristics

Table 2-8 summarises the operational parameters that must be fixed during the detailed bus system design process.

**Table 2-8: Design Operational Parameters**

Item	Destination	Comments
1	Peak Hour Load Factor	The percentage of a vehicle's total capacity that is actually occupied. A high load factor is an indication that the system is being effectively utilised but is more prone to "crush loads" when disruptions, delays, obstruction and stoppages occur.
2	The distance between stations and stops	The distance between stations and stops is determined by the targeted operating speed and the distance which passengers are prepared to walk in order to board a bus. (a distance of 800m has been used in the planning of the Stellenbosch route network, which is a maximum walk of 400m to the nearest stop along a route)

Item	Destination	Comments
3	System capacity and speed.	In order to reduce the amount of vehicles required, it is critical to achieve the highest possible running speed of vehicles.
4	Hours of Operation	Start Time and End Time for the Stellenbosch system is proposed to be 16 hours (05:00 – 21:00)
5	Headways between vehicles	To determine the most suitable vehicle type to be allocated to a route, it is necessary to make a decision on the minimum and maximum headway that is acceptable, where headway is defined as the time interval between successive vehicles operating on a route. The recommended headway is 3 minutes and the maximum is 10 minutes in peak hours and 30 minutes in off peak periods.
6	Cycle time	The cycle time of each route is calculated to include the running time of the inward and outward journey plus dwell time at stops and layover time at the end terminals. Thus is different from each route and depends on route length and stops.
7	Universal Accessibility	“Universal Accessibility” is the principle that all public facilities should be available to all people and be easy to access and use irrespective of the personal ability of each individual. All facilities and public transport services must therefore allow people with disabilities to access and use the facilities and services in a similar manner to any able person.
8	Vehicle type and capacity	-Low entry vehicles are preferred and capacity depends on passenger demand and headway.
9	Vehicle floor height	One of the primary purposes of a rapid bus system is to reduce the time for passengers to board and alight from the vehicles. A prerequisite, to achieve this, is to provide for level boarding where the bus floor height matches the platform height

### 2.5.1 System Capacity and Speed

To minimise the number of vehicles required, it is critical to achieve the highest possible running speed of vehicles and lowest possible dwell time at stops. In the absence of public transport vehicle running time data on every route, running speed calculations to determine the vehicle requirements and operating schedules should initially be based on the “practical speed” shown in Table 2-9. Initially the actual running speed may be somewhat less than the target speed until operations are running smoothly. However, attaining the target speed is more economical in terms of its influence on turnaround times and hence vehicle procurement requirements.

**Table 2-9: Bus running Speeds**

Mode	Route Infrastructure	Routes	Practical Speed	Target Speed
Articulated/ Solo Bus	Dedicated Bus Lanes	Trunk Routes	25 km/hr.	30 km/hr.
Solo Bus	Mixed Traffic / Few Stops	Main Routes	18 km/hr.	20m/hr.
Solo Bus / Midi-bus	Mixed Traffic / Frequent Stops	Certain Main Routes and All Area Routes	15 km/hr.	18 km/hr.



### 2.5.2 Hours of Operation (Start Time and End Time)

All services are scheduled to operate for sixteen hours (16 hrs.) per day. These operating hours conform substantially to the public transport strategy of the Department of Transport (PTSAP, 2007) which specifies that trunk services should operate for at least 16 hours per day.

The proposed operating hours for weekdays are indicated in Table 2-10 and are subject to adjustment depending on circumstances in the Stellenbosch area. On Saturdays and Sundays the operating hours can be reduced to 06:00 – 20:00 depending on morning and evening passenger demand.

**Table 2-10: Operating Hours (weekdays)**

Period	Time
Early Morning Off-peak	05:00 – 06:00
AM Peak	06:00 – 08:00
Off-peak	08:00 – 15:00
PM Peak	15:00 – 18:00
Evening	18:00 – 21:00

### 2.5.3 Headways

To determine the most suitable vehicle type to be allocated to a route, it is necessary to make a decision on the maximum headway that is acceptable, where headway is defined as the time interval between successive vehicles operating on a route.

All public transport services should be operated according to maximum headways as indicated in Table 2-11, but headways can be reduced below this maximum according to the supply required to meet the projected travel demand. The headway operated is dictated by operational circumstances. A minimum headway of 3 minutes should be adopted however; this may effectively reduce the peak capacity. It is assumed that 50% of the passengers that are affected by the reduced capacity in the critical peak would either travel earlier or later, effectively spreading the demand and making the peak longer. The demand on the shoulders of the peak hours can be increased to levels similar to the peak hour. The normal week day peak periods, to be confirmed by surveys, are 06:00 to 08:00 and 15:00 to 18:00.

**Table 2-11: Maximum Headways**

Period	Maximum Headways (minutes)
Early Morning Off-peak	20
am Peak	10
Off-peak	30
pm Peak	10
Evening Off-peak	30

### 2.5.4 Cycle Times

The cycle time of each route is calculated to include the running time of the inward journey plus dwell time at stops and layover time at the end terminal plus the running time of the outward journey plus dwell time at stops and thus is different for each route. The specific right-of-way type should be taken into consideration as it affects the overall running time.

The dwell time at stops and layover principle used is estimated to be 20% of the total inward and outward running time.

### 2.5.5 Intermodal Operations and Integration

Ticketing:

It is proposed that a new integrated ticketing system, using smart card technology be implemented that will allow transfers between the different services that form the public transport system. This system will not initially be integrated with the systems used by the existing bus, mini-bus and rail operators. It is the ultimate goal that when the full public transport system is operational, all public transport modes ticketing will be fully integrated.

Fare Collection System:

It is recommended that a smartcard fare collection system be used which relies on a passenger tapping the pre-loaded card on a fare validator when entering a closed station or a vehicle at an open stop. The fare structure can be based on a flat rate, distance travelled or a zonal system. When transferring between vehicles or stations, irrespective of mode, the passenger may be given a maximum transfer time to get on the next vehicle to complete the journey (travelling in the same direction) without having to pay another fare. The passenger must tap on and off every vehicle used on the journey, which enables the fare to be automatically collected for the whole journey.

Timetables:

An integrated timetable will need to be prepared for all modes that form part of the public transport system so that a passenger using the system and needing to make a transfer will know how long the waiting time will be until the next vehicle arrival. Obviously the various operators must adhere strictly to their schedules and the Contracting Authority must monitor adherence and apply penalties to operators for non-adherence.

### 3. DETAILED OPERATIONS SYSTEM PLAN FOR PRIORITISED CORRIDOR

#### 3.1 Route Network

The Stellenbosch route network is composed of a number of existing and proposed public transport routes that have been planned to create seamless interaction of public transport and NMT.

It is proposed that the first phase will consist of the implementation of new “pilot” PTSN routes that will operate in conjunction with the existing public transport network. Subsequent phases will be implemented as additional routes are added. One should note however, that the route network proposed is not necessarily final. As the town continues growing, changes in land use may result in amending proposed future routes or adding routes.

The proposed first phase pilot routes are indicated on Figure 3-1 and comprise the two routes listed in Table 3-1:

**Table 3-1: Pilot Route Network**

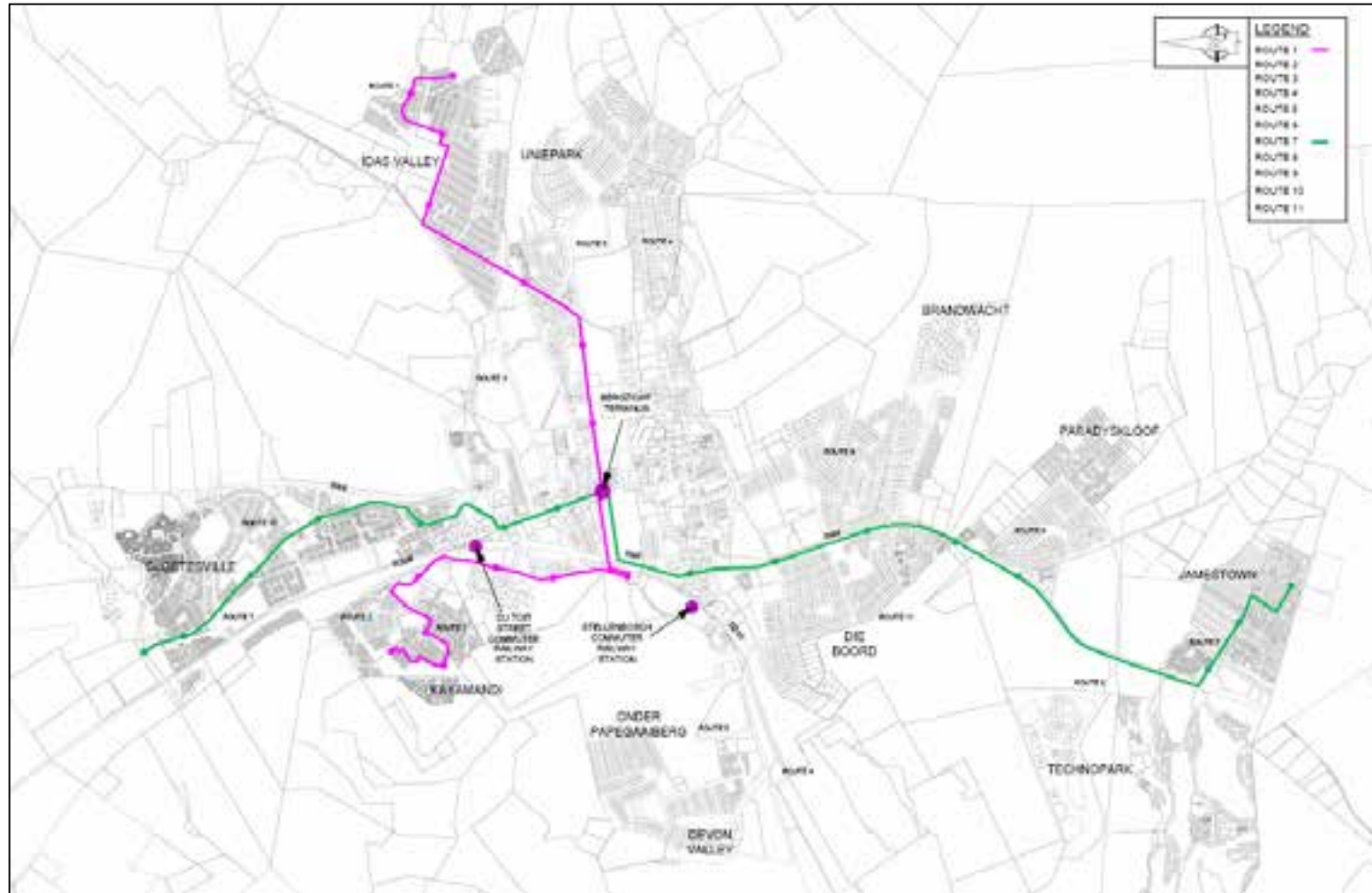
Route Number	Description	Route Length (km)
1	Kayamandi to Idas Valley via Bergzicht and University of Stellenbosch.	8.88
7	Cloetesville to Jamestown via Bergzicht	11.30

The above two routes form the central “spine” of the proposed future network and provides good service coverage and connectivity to a large area of Stellenbosch while serving the central business core as well as the University of Stellenbosch. These routes also originate in the residential areas where there is already a captive market for travel by public transport and the new service is likely to be strongly supported, ensuring a measure of financial viability.

It is therefore proposed that routes 1 and 7 be further investigated for implementation as the first phase “pilot” PTSN for Stellenbosch.

3: DETAILED OPERATIONS SYSTEM PLAN

Figure 3-1: Proposed Pilot Route Network



### 3.1 Travel Demand on the Pilot Routes.

The EMME/3 model was used to estimate the passenger demand on the two pilot routes. The model was updated using the latest land use data from the Stellenbosch Municipality. The outputs from the model are documented in a separate report and were used to inform the 2020 travel demand in Stellenbosch which is summarised in Table 3-2.

**Table 3-2: Travel Demand on Pilot Routes**

Route	Route Section	Travel Demand (2015) Pass./ hr.		Travel Demand (2020) Pass./ hr.	
		Inbound	Outbound	Inbound	Outbound
1	Khayamandi to CBD	420	180	459	193
	Idas Valley to CBD	300	250	346	280
7	Cloeteville to CBD	240	40	325	53
	Jamestown to CBD	94	152	127	203

The peak passenger volume of 459 passengers per hour and 325 passengers per hour in the inbound direction towards the CBD on the Kayamandi and Cloeteville routes 1 and 7 respectively represents the maximum passenger demand informed by the output of the transport demand model.

The “practical capacity” based on a minimum headway of 5 minutes and a load factor estimated at 80% of vehicle capacity is shown in Table 3-3 for midi-bus and Solo-bus for the two routes to be operated.

**Table 3-3: Practical Service Capacity**

Route	Vehicle	Vehicle Practical Passenger Capacity (incl. standing)	Peak Service Headway / Trips per Hour	Load Factor	Practical Service Capacity
1 and 7	Midi-bus	45	5 min. 12 trips per hour	80%	432 pass. / hr.
1 and 7	Solo-bus	70	5 min. 12 trips per hour	80%	672 pass. / hr.

Table 3-3 indicates that the practical capacity of the Main Route service is 432 and 672 passengers / hour based on a 5 minute headway utilising the Midi-bus and Solo-buses respectively.

Based on the proposed system using Midi-buses, which assumes a headway of 10 min (6 trips per hour) and a load factor of 80%, the system capacity is capped at 216 passengers per hour. A hybrid system operated by the Midi-bus and supported by the existing mini-bus taxi system, will be able to accommodate the full peak demand of 459 passengers per hour, assuming a higher load factor.

The solo-bus operation can accommodate the peak hour demand but with significant unutilised capacity. When one considers the other peak volumes the consideration of a Midi-bus is favourable over that of a solo-bus due to the likelihood of unutilised capacity.

It is thus recommended that a fleet of Midi-buses be used to provide the service on the pilot routes.

### 3.2 Service Schedules and Timetables

The proposed service schedule for Routes 1 and 7 is indicated in Table 3-4 for weekdays, Saturdays and Sundays. The following should be noted:

- A minimum headway of 10 min. has been adopted to facilitate coordinated schedules.
- An extended pm peak is proposed to accommodate the dispersed demand during this period.
- Headways are planned to be competitive with the alternative bus and mini-bus services

The following tables indicate the proposed service schedules for weekdays, Saturdays and Sundays.

**Table 3-4: Service Frequency on Pilot Main Routes (Weekday) (Minutes)**

Route	Off-peak	am peak	Off-peak	pm peak	Off-peak
	(05:00 – 06:00)	(06:00 – 08:00)	(08:00 – 15:00)	(15:00 – 18:00)	(18:00 – 21:00)
1	15 minutes	10 minutes	20 minutes	10 minutes	30 minutes
7	15 minutes	10 minutes	20 minutes	10 minutes	30 minutes

**Table 3-5: Service Frequency on Pilot Main Routes (Saturday) (Minutes)**

Route	Off-peak	am / pm service	Off-peak
	(05:30 – 07:30)	(07:30 – 18:00)	(18:00 – 20:30)
1	30 minutes	20 minutes	30 minutes
7	30 minutes	20 minutes	30 minutes

**Table 3-6: Service Frequency on Pilot Main Routes (Sunday) (Minutes)**

Route	Off-peak	am / pm service	Off-peak
	(05:30 – 07:30)	(07:30 – 18:00)	(18:00 – 20:30)
1	30 minutes	30 minutes	30 minutes
7	30 minutes	30 minutes	30 minutes

### 3.3 Fleet Size

The fleet required for each route has been sized for the morning peak hour practical passenger capacity indicated in Table 3-3.

The required vehicle fleet to accommodate the passenger demand depends on the following variables:

- The peak passenger demand (the am peak hour has been used in the calculations). During the off-peak, the passenger demand reduces and the number of vehicles required also reduces
- The return travel distance (km) from origin to destination to origin
- The return travel time (min.) from origin to destination to origin, including dwell time at intermediate stops and turnaround time at the destination. (For the purposes of initial estimates, the total trip time has been increased by 20% (see section 2.5.4) to allow for stops and turnaround time.)
- Vehicle travel speed (See section 2.5.1). An average travel speed of 15km/hr. has been used for services operating in mixed traffic.
- Vehicle passenger capacity and load factor (see section 2.3.6) -a load factor of 80% occupancy has been used.
- Number of spare buses required to allow for breakdowns is 7% of the total required.

An example of a typical calculation to determine the number of vehicles required for operations on a specific route is indicated in Table 3-7.

**Table 3-7: Vehicle Requirement: Example Calculation**

Item	Calculation	Result
Peak passenger demand (passengers / peak hour)	-	460
Return Trip Distance (km)	-	12
Vehicle running speed (km/hr.)	-	15
Return Travel time (min.)	=(trip distance/travel speed)*60	48
Dwell time at stations and turnaround time	add 20%	9.6
Total Return Travel Time (min.)		57.6
Vehicle capacity	-	45
Vehicle Trips / am peak (rounded up to nearest vehicle)	=pass. per am peak/(vehicle capacity*0.8)	13
Peak Vehicle Requirement (no. of vehicles rounded up to nearest vehicle)	=(veh. trips per am peak/60)*return travel time	11

The calculation for the required number of vehicles to operate routes 1 and 7, based on a practical capacity of 216 passengers per hour and a 10 minute headway, for the Stellenbosch PTSN Pilot system is indicated in Table 3-8.

**Table 3-8: Pilot Services Vehicle and Driver Requirements**

Route	Type of Vehicle	Vehicle Capacity	am Peak Direction Passengers (06:00 - 08:00)	Return Travel Time (min)	Trip Distance (km) One Direction	Peak Vehicle Trips per Hour (@80% capacity)	Peak Vehicle Requirement	Peak Frequency	No Vehicles Incl. 7% Spare	No of Drivers (1.6 per veh.)
1	Midi Bus	45	216	79	8.88	6	8	10	9	13
7	Midi Bus	45	216	100	11.3	6	10	10	11	16
<b>TOTAL</b>							18		20	29

The two pilot routes will be operated by low entry Midi-buses with a capacity of 45 passengers. The buses will have doors on the left sides to allow kerb-side boarding.

A total of 18 midi-buses, regular low entry buses will be required to serve the passenger demand. An additional 2 buses are required on standby to accommodate any breakdowns and routine maintenance of the buses i.e. a total of 20 buses.

According to the National Department of Transport, Municipalities will be able to purchase buses from the Public Transport Infrastructure (PTI) Grant, subject to the availability of funds, and provided that the buses remain in the ownership of the Municipality and can be leased to an operating company. Alternatively, a special purpose entity will have to be formed by the Stellenbosch Municipality to purchase buses using funds obtained from creditors, or alternatively buses will have to be purchased by the operating entities themselves.

### 3.4 Drivers Duties

Driver duties are regulated by the Bargaining Council. Drivers are not permitted to drive longer than 5 hours without a break of at least 30 minutes, and may not be on duty (including driving time and meal times) within a spread-over for longer than 14 hours per day. The maximum hours to be worked in a week may not exceed 45 normal hours and 5 overtime hours. Additionally, at least one full day shall be given off duty in a period of seven consecutive days.

The driver duties will be determined according to this guideline and also layover times of vehicles during off-peak periods of reduced service frequencies. Driver duties can only be determined when the detailed scheduling of routes is performed later in the design process. A provisional ratio of 1.6 drivers per vehicle will be required for operation during the peak times.

According to the preliminary service schedule contained in Section 3.2, the number of drivers required is 29 (Refer to Table 3-8).



### 3.5 Operational Statistics

Table 3-9 indicates the operational statistics for the Stellenbosch pilot services in terms of the estimated number of vehicle-kilometres travelled per week. Based on detailed scheduling previously carried out, the number of out-of-service vehicle-kilometres travelled was limited to 3% of the total in-service vehicle-kilometres travelled; however this depends on the location of the Depot.

It should be noted that the figures are estimated based on the operating schedule and should be confirmed after the preparation of detailed Timetables.

Table 3-9: Operation Statistics (Vehicle Kilometres Travelled)

Route	Leg	Type of Vehicle	Trip Distance (km) One Direction	Weekday	Saturday	Sunday	Total Veh km / week	Estimated out of service veh-km (3% of total) per week
				Vehicle Km / day (two way)	Vehicle Km / day (two way)	Vehicle Km / day (two way)		
1	1	Solo Bus (9m)	3.3	403	248	185	2 445	73
	2		5.58	681	419	312	4 135	124
7	1	Solo Bus (9m)	4.5	549	338	252	3 335	100
	2		7.082	864	531	397	5 248	157
Total				2 496	1 535	1 146	15 162	455

### 3.6 Transfers

The following types of transfer will occur in the PTSN, which information is used as input to determine the required sizes of the stations along each route:

- Initial boarding – where the passenger board the first public transport mode for the trip;
- Boarding transfer – represents a passenger transferring from one public transport mode to another at a transfer station;
- Through passengers – all passengers remaining on the public transport mode at a station;
- Alighting transfer – represents passengers alighting and transferring to another public transport mode at that station;
- Final alighting – represents passengers alighting at the end of the public transport trip and walking to their final destination.

Transfers can be expected to take place at the Bergzicht Terminal and at commuter rail stations.

Double stops should be provided at these locations to accommodate the expected demand for transfers.

### 3.7 Fare Structures and Levels

#### 3.7.1 Fare Structure

Various alternative fare structures are possible, from a purely distance based fare structure to a single flat fare for the entire area. It is proposed to simplify the current Mini-bus fare structures which are usually different for every route. It is further proposed that the fare structure for the PTSN will be distance based, meaning that the fare for a particular route will depend on the relative length of the route.

Fare rates must still be determined and will be similar to rates currently charged for public transport.

The fare structure to be used is the subject of a separate investigation.

#### 3.7.2 Automated Fare Collection

According to the requirements of the DOT to remove cash payments from the PTSN as soon as possible, an Automated Fare Collection (AFC) system will be implemented from the start of PTSN operations in Stellenbosch. An AFC system allows fares to be collected by an independent fare collection agency without cash being handled on the buses, reducing the instances of fare evasion or fraud, and improving the security of drivers (who otherwise would collect fares) and passengers.

It is proposed that AFC validators be installed on the vehicles operating the routes. Passengers will then “tap-on” with their smartcard when boarding the bus, and “tap-off” when leaving the bus at their destination, or to transfer to another route. The fare validator will be equipped with a GPS that will be able to determine the distance travelled by the passenger through particular zones and the fare validator will then deduct the correct fare from the passenger’s smartcard.

Passengers will be allowed to transfer between PTSN routes at a reduced fare for the second leg of the journey. If passengers “tap-on” to another route within a specific time after “tapping-off” from an PTSN service (for example a time of 30 minutes), the fare validator will recognise a transfer between PTSN services, and will amend the fare of the trip accordingly.

A separate business entity should be employed by the Stellenbosch Municipality to carry out the fare collection for the PTSN as a whole. The vehicle operators will therefore not be involved in the collection of fares from passengers.

The revenue collection entity will:

- Provide staff and operate ticket sale kiosks, at terminals and major bus stops.
- Employ on-bus ticket inspectors. Any passenger not holding a valid ticket will be fined an amount still to be determined. If the passenger cannot pay, this person must be reported to the police.

### 3.8 Traffic Modelling

To determine the impact on traffic flow on the road network where PTSN services will be operated, particularly at intersections, traffic modelling should be carried out. Solutions should be proposed to solve traffic congestion problems at intersections e.g. by providing additional lanes for public transport vehicle.

## 4. INFRASTRUCTURE REQUIREMENTS

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A wide range of infrastructure is required to provide a public transport system that is of a high quality and provides an improved level of service to the customer. The infrastructure should be standardised and branded with a unique identity across the system elements including vehicles, ticketing systems, customer information and infrastructure. The following section provides a description of the basic infrastructure requirements that should be considered in the design process.

### 4.1 Route Infrastructure

Route infrastructure comprises of the following facilities:

- Roadside stops (embayments or kerbside and supporting NMT infrastructure). The approximate location of bus stops is indicated on Figure 2-3. The position of the stops is based on a service coverage of 400m walking distance from each stop. A more detailed investigation is necessary to locate the stops on site taking local conditions, sight distance and street furniture into consideration.
- Passenger shelters – located at roadside stops at appropriate locations with lighting and information panel displaying route and timetable information
- Turn-around facilities at the route terminals (mini-circle or hammer head)
- Road signage

### 4.2 Terminals

It is proposed that Stellenbosch be served by a main Terminal located in the town centre. At present the Terminal for the existing minibus taxi services is located at the Bergzicht taxi Terminal on the corner of Merriman Avenue and Bird Street. It is possible that this Terminal will be relocated to a new location that will reduce the need to transfer in the town centre en-route to the University campus. A suitable alternative site should be the subject of a detailed feasibility study to evaluate land requirements, services, accessibility and environmental impacts.

The following facilities should be provided at the main Terminal:

- Loading bays for 9m, 45 seat Midi Buses or 12m, 70 passenger Solo Buses for the 13 routes proposed to serve the routes in the Stellenbosch town Centre and the 8 long distance routes
- A drop-off facility
- A holding area
- Shelters over the passenger waiting areas
- Lighting
- Signage

## 4: INFRASTRUCTURE REQUIREMENTS

- Ablutions
- Buildings for Terminal management staff
- Facilities to accommodate small business / traders

The main Terminal will not function as a holding area for out of service buses in the off peak. Holding for buses will only accommodate sufficient vehicles to allow for driver shift changes or rest breaks. All out of service vehicles must be routed to the Depot for longer duration parking. Fuelling and cleaning will also be carried out at the Depot.

### 4.3 Traffic Control

All public transport services will operate according to a fixed timetable. It is therefore important that vehicles are not unnecessarily delayed due to traffic congestion that is prevalent at some intersections in Stellenbosch. This is important since it is unlikely that the Stellenbosch public transport system will be provided with dedicated traffic lanes throughout.

It is therefore proposed that a traffic control system be implemented in the Stellenbosch town centre. The system should be capable of managing traffic flows and minimising delays to public transport vehicles. Dedicated bus lanes should be provided at intersections where possible to facilitate turning of public transport vehicles or to allow an early release for buses within the signal phasing.

### 4.4 Depot Facilities

A Depot is required for public transport vehicles to park overnight and when out of service. The depot should be located in a central position to minimise “dead” mileage from the Depot to the beginning of the route when it comes into service in the morning or when vehicles go out of service. Vehicles going out of service after the peak must return to the depot and not “hold” at the central Terminal. A variety of activities must be provided for, although some may be outsourced. The following facilities should be provided:

- Driver facilities – a locker room with secure facilities for driver’s personal effects.
- A canteen
- Ablutions for drivers
- A secure facility to download ticket machines or handle cash if so required
- Offices for Depot management
- Wash bays
- Fuelling facilities
- A panel shop for minor repairs
- A mechanical workshop for servicing of vehicles
- Parking area for buses
- Parking for drivers and staff personal vehicles

## 4: INFRASTRUCTURE REQUIREMENTS

- A secure fenced area
- Security
- Lighting
- Signage

#### 4.5 Control Centre

An Integrated Public Transport Operations Centre (IPTOC) that will provide Call Centre and contract monitoring functionality should be established. The IPTOC can be implemented in stages as the public transport system is further developed.

Key functions of the IPTOC should include:

- **Traffic Monitoring:** The PTSN operates in an environment of mixed traffic for part of the time and timekeeping on the system requires that the buses be given priority at traffic signals under certain conditions. The IPTOC provides a traffic monitoring function with the ability to interact with the signal control system where such interaction is warranted to bring the PTSN back onto its schedule or to relieve critical congestion areas influencing the PTSN.
- **APTMS Monitoring:** an Automatic Public Transport Management System (APTMS) is an application of Intelligent Transport Systems (ITS) that allows the remote management of a public transport service. The IPTOC provides a central repository and window onto all electronic and field monitoring of the PTSN, as well as recording all complaints and enquiries regarding the PTSN. This combined input is used to ensure that the PTSN is operated at optimal efficiency and in accordance with the operating contract against which invoices for service delivery are certified.
- **CCTV Monitoring:** The IPTOC will monitor the CCTV cameras along the PTSN routes including those along the road, in the stations and on buses. Incidents will be responded to in accordance with the nature of the incident through interaction with the appropriate IPTOC function or responding agency.
- **Call Centre:** This centre will provide information to the public in respect of the PTSN, but will also respond to queries in respect of all other local public transport for which information is available. Where calls are received that do not relate to public transport, the Centre will screen and redirect these to the appropriate authorities (responding agencies). Real time information will be made available through the Call Centre on timetables, routes and other relevant information.
- **IT:** Technical expertise to deal with any technical issues that may arise with any system.
- **Automated Fare Collection (AFC):** The AFC will provide functionality for the application of fare policy, sale of tickets and the collection of fare revenue.



## 4: INFRASTRUCTURE REQUIREMENTS

All functions of the IPTOC are recorded and the data stored for future reference. Certain data is analysed on an on-going basis and the results made available in near real-time to key role players.

In addition to the above mentioned monitoring by the IPTOC, it will be necessary to monitor a number of key performance indicators, including passenger numbers, fare evasion and service standards.

### 4.6 NMT Facilities

The Stellenbosch CIP contains proposals for the provision of Non-motorised Transport facilities in terms of the NMT Expansion Plan, 2015/16. It is a requirement that public transport facilities be integrated with the NM network to improve accessibility. Facilities such as sidewalks, cycle tracks and storage facilities for bicycles should be provided. Safe pedestrian crossings must be provided on approaches to public transport facilities.

### 4.7 Universal Access

All transport facilities must be universally accessible to all users. All new facilities must comply with this standard and existing facilities should be retro-fitted as soon as possible. This includes facilities at:

- Rail Stations
- Public Transport Facilities
- Sidewalks and Road Crossings
- Non-motorised transport facilities

## 5. BUSINESS AND INSTITUTIONAL PLAN

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A detailed Business Plan is required to define the costs (both capital and operational) of the proposed public transport system. The Business Plan should deal with the following:

- Institutional plan and cost for the planning, management and monitoring of the system
- Projected system costs (procurement of vehicles, infrastructure, ticketing system, marketing, safety and security)
- Projected system operational costs
- Projected system income
- Operator compensation costs
- Funding sources and subsidies

### 5.1 Business Structure

It is proposed that the Stellenbosch public transport service be managed and operated by various entities to allow for optimal responsibility. These entities can comprise the Stellenbosch Municipality which will form an agency referred to as a 'Municipal Entity' which will procure the transport services and infrastructure. The transport services will be provided by a private sector company which will conduct most of the operational tasks under the contract to the Municipality.

The Municipal Entity will operate in terms of a service delivery agreement between the Municipal Entity and the Stellenbosch Municipality. The agreements between the private contractors and the Municipal Entity will be prepared to ensure effective integration of the transport system.

The initial or pilot phase could be carried out internally by a unit within the Stellenbosch municipality, which will report directly to the Director: Technical Services.

The roles players which will be involved in the management and provision of the Stellenbosch public transport services are as follows:

- The public transport service agency or "Municipal Entity"
- The vehicle operating contractor
- The fare system contractor
- The control system contractor
- A station service control contractor



## 5.2 Institutional Plan

The Stellenbosch Municipality is constitutionally responsible for the provision of 'municipal public transport' in its area as legislated in the National Land Transport Act. In terms of this act the Municipality is responsible for:

“the planning, implementation and management of modally integrated public transport networks and travel corridors for transport within the municipal area and liaising in that regard with neighbouring municipalities [NLTA section 11 (1)(c) (xviii)].”

The Municipality will ensure effective control of the management of bus operations through an appropriate mechanism, considered in terms of section 78 of the Municipal Systems Act and, where applicable, to be considered in terms of section 84 of the Municipal Finance Management Act that will set the terms under which the system operates.

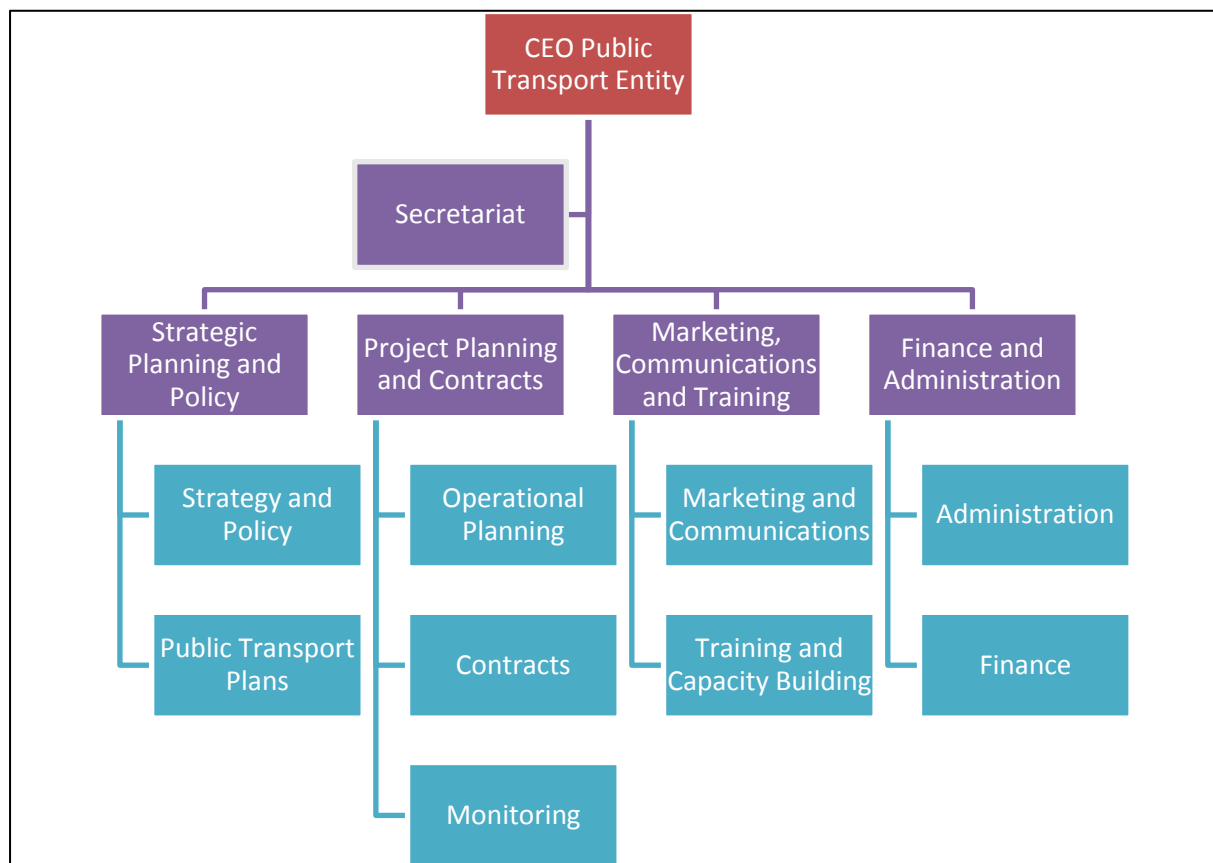
As reiterated in the Stellenbosch CITP 2016-2020, the Stellenbosch Municipality will manage the following in terms of public transport:

- strategic planning of the public transport system;
- network planning, including the phasing of formalised public transport services, letting and monitoring of public transport contracts
- Marketing of the public transport system
- Administration and financial control

The function of building and maintaining public transport infrastructure should be carried out by the relevant existing Department within the Municipality.

A typical organisational structure for the establishment of the Municipal Entity to deal with public transport is shown in Figure 5-1.

**Figure 5-1: Municipal Entity Organisational Structure**



### 5.3 Industry Transition Plan

It is proposed that the existing road based public transport operators be incorporated into the proposed public transport system. Section 41 of the NLTA provides that negotiated contracts may be entered into with public transport operators in their areas, on only, with a view to promote economic empowerment. Such contracts must not exceed 12 years in duration. Thereafter the contracts must be advertised for public tender.

The Industry Transition Plan will entail the formalisation of the existing operators into a business structure such as a co-operative (i.e. a Vehicle Operating Company “VOC”) which will be able to enter into a service contract with the Stellenbosch Municipality. Assistance should be offered to the operators to achieve this objective.

Continuous engagement between the public transport service providers, stakeholders and Municipal Entity will take place to ensure transparency and promote open dialog.

### 5.4 Operator Contracts

The Vehicle Operating Company contracted by the Municipal Entity will provide a scheduled service. The appointment of vehicle operators will be negotiated between the Municipal Entity and the eligible service providers (refer to section 5.3). This negotiation is clearly subject to achieving a reasonable negotiated agreement within a reasonable period. If no

agreement is reached through negotiation by a time to be specified by the municipality, it may procure the services through other means of procurement.

The payment of contractors will be based on a “fee per kilometre of service provided” and will take into account the total operational cost and a reasonable profit.

## 5.5 Phased Implementation Plan

For various reasons it may be desirable to phase the implementation process over a number of months or even years. This may be due to cost, availability of resources or capacity. A number of options may be considered as follows:

- **Public Transport Services:** Services can be introduced on certain high priority routes according to passenger demand and fare income projections to establish a viable “core” system that can be expanded gradually to other less important routes. Funding availability may dictate the pace of the provision of infrastructure and the subsidisation of operating costs. Initially a “pilot” system could be introduced on one or two routes to test all aspects of the system.
- **Infrastructure:** The construction of infrastructure can be phased according to the proposed services phasing plan. At the outset it will be necessary to provide facilities for the maintenance and storing of vehicles at a central depot. The size of the depot and the extent of the facilities required will depend on the vehicle fleet size. Some functions e.g. vehicle maintenance could be outsourced. The specifications for the provision of infrastructure are important to maintain a high standard to attract potential customers, although the size of facilities can be scaled down initially.
- **Vehicles:** According to the Department of Transport requirements, all vehicles should be fully universally accessible. New universally accessible buses must therefore be purchased. It is possible to use limited numbers of existing vehicles for a short period until new buses can be procured.
- **Ticketing System:** One of the key elements of a new public transport system is the fast journey time compared with other modes. It is thus necessary to speed up the boarding of buses. This can be done by introducing a “tag on tag off” smart card system of fare collection. The other advantage is that this type of system avoids the use of cash and associated security issues.

Figure 5-2 indicates a proposed implementation plan for the construction of infrastructure and support system for the proposed Phase 1 Pilot PTSN services.

**Figure 5-2: Phased Implementation Plan (Phase 1 Pilot Service)**

Item	Description	Year											
		2016/17			2017/18			2018/19			2019/20		
1	Detailed Operational and Business Plan												
2	Detailed Design and Tender												
3	Procurement of IPTN Vehicles												
4	Transformation and Empowerment Process												
5	Construction of Infrastructure:												
6	Ticketing System												
7	Control Centre and ITS												
8	Establish Management Entity Annual Cost												

## 5.1 Financial Implications

### 5.1.1 Introduction

A high level cost model was developed to compare the operating cost of the proposed pilot routes with the potential revenue generated from the route. The output of the cost model is indicated in Table 5-2. The model uses input that is obtained from the EMME travel demand model, the minibus taxi information contained in the Stellenbosch CIP (2015) and assumptions made relating to operating costs.

### 5.1.2 Operating Costs

In general, operational cost are either directly or indirectly related to the number of vehicles in use, and the number of kilometres travelled. These two aspects are directly related to the demand on the route, the route profile (in terms of route distance and operating speed), and the travel profile over the operating period. This is necessary to ensure that the supply of vehicle trips, at a minimum, matches the demand. It is therefore essential that a cost model includes operational calculations for each proposed route (for both directions of travel) and for at least every hour of operation throughout the day.

It should be noted that due to the level of planning required, a number of the operating cost parameters have not been included in the operating cost calculation. As more detailed scheduling and planning is conducted, so too should the operating cost and revenue be revisited.

A total operating cost of R28 per service km travelled has been estimated based on the current MyCiti bus operations utilising the Optare 9m bus. The total operating cost includes various variable and fixed costs associated with the service.

An estimated R2.9m per bus was used to determine the capital cost related to the acquisition of Optare (9m) buses for Stellenbosch. The total estimated cost for the buses required for pilot Route 1 and Route 7 is R 58m.

Table 5-1 indicates the cost of the buses required for the pilot routes.

Table 5-1 Bus Capital Cost

Route	Number of Buses Required	Cost of New Buses	Estimated Cost of Second-hand Buses
Route 1	9	R 26 100 000.00	R 14 400 000.00
Route 7	11	R 31 900 000.00	R 17 600 000.00
Total	20	R 58 000 000.00	R 32 000 000.00

An investigation into the acquisition of second-hand “Optare” buses from the City of Cape Town MyCiti bus fleet may significantly minimise the initial capital cost for obtaining the bus fleet required for the proposed pilot operation.

### 5.1.3 Fare Revenue

The fare revenue for the proposed pilot routes are indicated in Table 5-2 below. The estimated revenue considers only the revenue generated from the fare box. However, alternative income streams do exist and can be utilised. These alternative income streams such as revenue generated through advertising, are not explored in this report, but can be considered during more detailed analysis. It should also be noted that the fare was not determined based on user affordability, but is based on existing minibus taxi fares.

A zonal fare has been proposed. A zonal fare implies that for a demarcated zone a flat rate fare will be utilised. The fare for the Cloeteville to Bergzicht and Kayamandi to Bergzicht leg (and the reverse) of Route 7 and Route 1 respectively is fixed at R5 per trip. The fare for the Bergzicht to Idas Valley and Bergzicht to James Town (and the reverse) is fixed at R7 per trip. Figure 5-3 illustrates the notional fare zones for the proposed Route 1 and Route 7. As more detailed planning takes place consideration of the refinement of the zones is recommended.

### 5.1.4 Operating Cost/ Revenue Summary

Table 5-2 Operating Cost and Revenue Summary (2017)

Item	Route 1		Route 7	
	Leg 1 (K - B)	Leg 2 (B - I)	Leg 1 (C - B)	Leg 2 (B - JT)
Operating Cost	R 4 554 445.05	R 4 721 580.65	R 4 293 295.68	R 7 805 232.44
Operating Revenue	R 7 154 662.50	R 10 016 527.50	R 7 154 662.50	R 10 016 527.50
Deficit/ Surplus	R 2 600 217.45	R 5 294 946.85	R 2 861 366.82	R 2 211 295.06

Table 5-2 illustrates the total direct operating cost and revenue for the proposed pilot routes. It is evident that that the revenue generated from the farebox is larger than the direct operating cost for each leg of the proposed pilot routes.

### 5.1.5 Sensitivity

A sensitivity analysis was conducted to determine the change in the surplus/deficit of the proposed pilot routes assuming a change in the passenger demand. Table 5-3 and Table 5-4 illustrate the results of a reduction of passenger demand on the Deficit/ Surplus for each of the proposed routes.

The results of Scenario 1 indicate that a 20% reduction in passenger volumes results in a decrease in the surplus of Route 1 and Route 7. However, the results of Scenario 2 i.e a 50% reduction in passenger volumes, indicate that Route 1 and Route 7 have a cost greater than the revenue generated (with the exception of Route1 Leg 2). The net result of implementing both Route 1 and Route 7 under sensitivity Scenario 1 indicated an overall surplus; however this is not achieved under Scenario 2.

**Table 5-3 Sensitivity Analysis (20% reduction in passenger demand)**

Sensitivity 1 - 20% less passengers				
	Route 1		Route 7	
	Leg 1 (K - B)	Leg 2 (B - I)	Leg 1 (C - B)	Leg 2 (B - JT)
<b>Deficit/ Surplus</b>	R 1 169 284.95	R 3 291 641.35	R 1 430 434.32	R 207 989.56

**Table 5-4 Sensitivity Analysis (50% reduction in passenger demand)**

Sensitivity 2 - 50% less passengers				
	Route 1		Route 7	
	Leg 1 (K - B)	Leg 2 (B - I)	Leg 1 (C - B)	Leg 2 (B - JT)
<b>Deficit/ Surplus</b>	R -977 113.80	R 286 683.10	R -715 964.43	R -2 796 968.69

Considering the results of existing public transport bus operations within South Africa, it is likely that the implementation of a bus service in Stellenbosch will yield similar results. It is therefore likely, given the high level cost and considering the sensitivity analysis results, that the proposed pilot project will generate a deficit that will need to be subsidised through additional revenue streams.

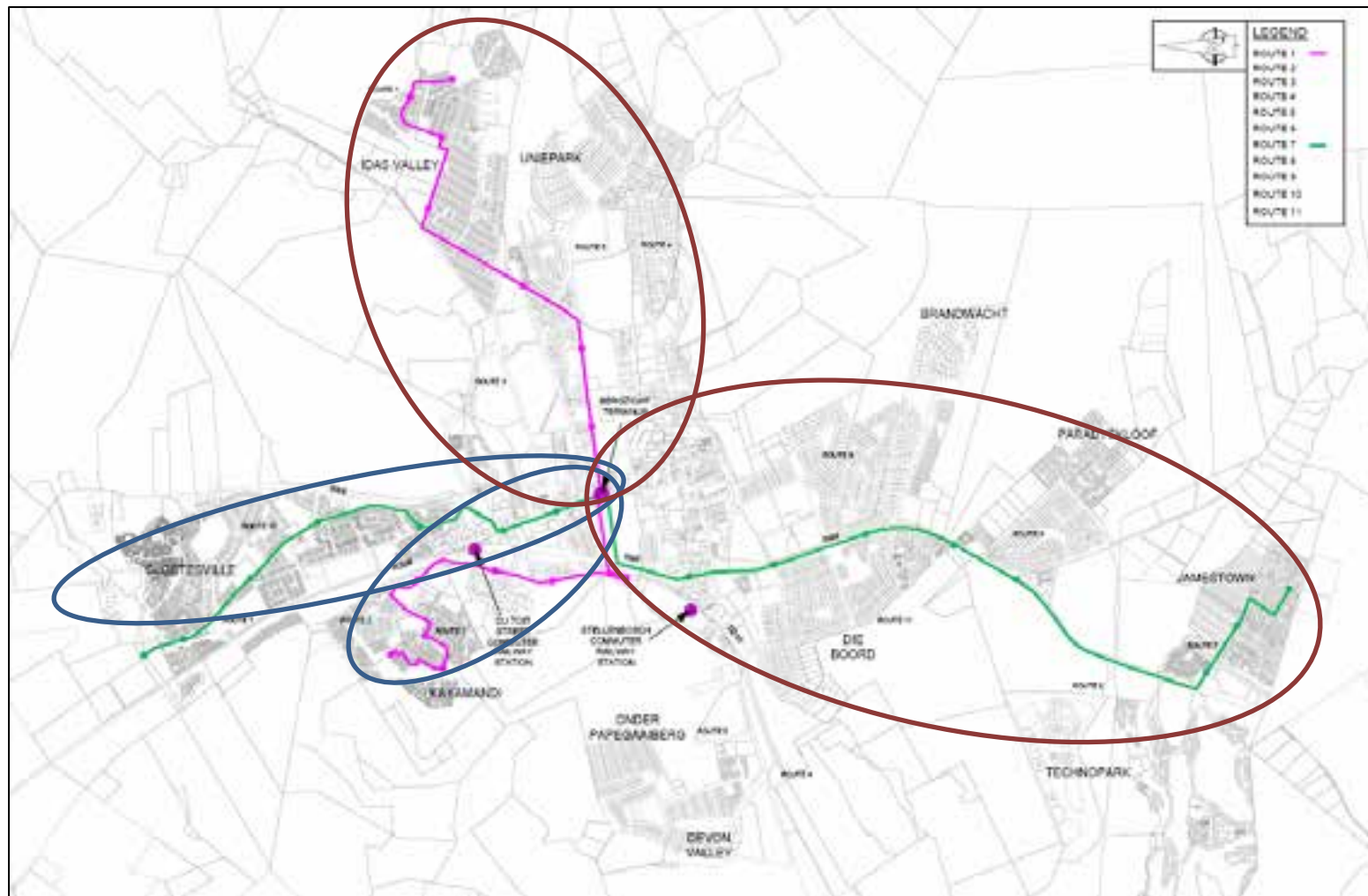


Figure 5-3 Fare Zones

### 5.1.6 Cost Estimate

An indicative costing for the implementation of the proposed pilot public transport service is set out in Table 5-5 with implementation of the proposed system proceeding in phases over a 5 to 6 year period.

After operations commence the vehicle operating cost will be covered from the fare revenue. Other costs will need to be covered from the PTNG.

**Table 5-5: Cost Estimate for Implementation of Pilot Routes: Indicative Costing**

No.	Item	Year			
		2016/17	2017/18	2018/19	2019/20
1	Detailed Operational and Business Plan	R 2 000 000			
2	Detailed Design and Tender		R 12 000 000		R 5 000 000
3	Procurement of IPTN Vehicles			R 16 000 000	R 16 000 000
4	Transformation and Empowerment Process		R 5 000 000	R 5 000 000	R 5 000 000
5	Compensation of Operators				
6	Construction of Infrastructure:				
6.1	Route Stops and Shelters				R 10 000 000
6.2	Central Terminal				R 15 000 000
6.3	Temporary Depot				R 15 000 000
6.4	Ticketing System				R 5 000 000
6.5	Control Centre & ITS				R 10 000 000
6.6	Road and Intersection upgrading				R 25 000 000
7	Management Entity Annual Cost				R 5 000 000
	Nett Cost	R 2 000 000	R 17 000 000	R 21 000 000	R 111 000 000

## 5.2 Funding

It is anticipated that the public transport system in Stellenbosch will be implemented in phases, commencing with one or two routes initially. Operational Plans and Business Plans should be prepared initially for the entire IPTN and then one or two routes selected for implementation of a pilot service. It is estimated that the funding listed in Table 5-5 will be required for planning and implementation of approximately 16 to 20 km of public transport routes utilising midi-buses with a passenger capacity of 45.

The provision of the infrastructure and a fleet of vehicles required for operations to commence as the phases of the public transport service network are implemented are dependent on the availability of sufficient funding. Funds can be applied for from the following sources.



### 5.2.1 Public Transport Network Grant (PTNG)

This annual conditional grant from national Treasury, channelled through the Department of Transport, is for the provision of infrastructure required for implementation of the approved IPTN or PTSN systems.<sup>1</sup> The Department of Transport has stressed that direct operating costs must be covered from the system revenue (fares, advertising, rentals etc.)

In the “Guidelines and Requirements: Public Transport Network Grant: 2015/2016, for Business Plan preparation underpinning Budget Proposals for MTEF 2016/17 to 2018/19”, the Department of Transport sets out the various project types that qualify for investments from the national Public Transport Network (PTN) Grant.

It is recommended that the Stellenbosch Municipality should approach the Department of Transport with a view to submitting an application for a PTN Grant to plan and implement a quality Public Transport Service Network. To access this funding, approval must be sought from the Department of Transport in the required format. If approved, funding is allocated from the PTN Grant on an annual basis.

Applications are usually made in mid-year and successful applications are gazetted in February of the following year. The Stellenbosch Municipality should base their application on the public transport system proposed in the Comprehensive Integrated Transport Plan. The contents of the application to the DOT should include the following aspects according to the abovementioned Guidelines:

- History of Public Transport Grants
- Outputs and Achievements
- Projected Expenditure
- Operating Costs and Revenues
- Performance Indicators
- Anticipated Progress
- Confirmation of Adherence to PTN Grant Conditions and Requirements
- Itemised Breakdown of Costs
- Itemised Breakdown of Projected Operating Costs and Revenues
- Overall Network Plan
- System Quality Survey
- Assessment of Risks

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<sup>1</sup> Previously it was separate grants (PTIG and PTNOG), now combined as the Public Transport Network Grant.

### 5.2.2 Public Transport Operations Grants (PTOG)

The PTOG was historically a grant allocated by Treasury for provincial governments to subsidise contracted passenger bus operators providing scheduled services. In the Western Cape this grant which subsidises the contracted operations of Golden Arrow Bus Services (GABS) of which one route operates between Somerset West and Stellenbosch.

### 5.2.3 Other Revenue Sources

Revenue from the fares paid by passengers is the main source of income intended to cover the direct vehicle operating costs of the public transport service provided by the Municipal Entity. Another potential source of direct income for the public transport services is advertising revenue which can be used to fund marketing and communications for the system. Consideration needs to be given to allocating the income from parking for the PTSN and to increase parking charges in areas served by public transport, with the parking revenue assisting in keeping the fares to affordable levels so that car users are influenced to change to using public transport, thereby reducing traffic congestion.

### 5.2.4 Municipal Funding

Should system revenue not be sufficient to fully cover operating costs, it is likely that the Stellenbosch Municipality will be obliged to allocate fund within the municipal budget. From experience in other cities, that are operating IPTN systems, the Municipality could consider an allocation of between 1 and 4% of rates income to public transport operations.

## 6. CONCLUSIONS AND RECOMMENDATIONS

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### 6.1 Conclusions

This study sets out the framework for the provision of an integrated public transport system for the Stellenbosch Municipality comprising of a network of short and long routes and public transport services that will ultimately provide a safe and convenient service for all the inhabitants of the area as well as tourists and visitors. The system will ultimately provide linkages to the greater Cape Town functional region and facilities such as the Cape Town International Airport. Linkages to the MyCiti Integrated Public Transport Network and commuter rail stations will be provided.

The proposals take into consideration sustainability, equity and cost into consideration.

The role to be played by the existing public transport operators in the area is taken into consideration and proposals are made to provide for their participation and formalisation in the business model.

The role played by the Western Cape Provincial Government and their participation in the planning process is acknowledged, particularly in terms of the proposed public transport institutional framework currently being planned that includes the Stellenbosch Municipality.

A preliminary revenue and cost model has been prepared and the estimated costing presented in the report.

The overall conclusions of the investigation into the provision of a Public Transport Service Network by the Stellenbosch Municipality are that:

- The implementation of a Public Transport Service Network will have major financial and institutional implications for the Stellenbosch Municipality. The preparation of further detailed institutional, business and operational plans are necessary to affirm cost and revenue estimates, the sources and availability of funding required before a final decision can be taken to proceed with the implementation of the proposals.
- The Western Cape Government and the National Department of Transport be approached to ascertain the possibility and requirements for accessing grant funding from the Public Transport Network Grant.
- Consultation with the public transport operators within Stellenbosch be conducted to obtain support and the participation of the operators before the implementation of a pilot phase can take place.
- The City of Cape Town be engaged regarding the possible acquisition of second hand Optare buses from the existing MyCiti bus fleet, as a possible cost saving measure.

## 6.2 Recommendations

The overall recommendations of this report are that:

- e) The Stellenbosch Municipal Council takes note of the outcome and conclusions of the proposals for the introduction of a Public Transport Service Network in Stellenbosch, in particular the institutional and financial implications.
- f) The proposal for the introduction of a Public Transport Service Network in Stellenbosch be supported, in principle, subject to:-
- g) The support of the Western Cape Government and the National Department of Transport being obtained for the proposals and for the future submission of an application for grant funding from the national Public Transport Network Grant.
- h) The preparation of further detailed institutional, business and operational plans to affirm cost and revenue estimates and the sources and availability of funding.



## TRANSFER PAYMENT AGREEMENT

entered into by and between

### WESTERN CAPE GOVERNMENT VIA ITS DEPARTMENT OF TRANSPORT AND PUBLIC WORKS

(herein represented by **Ms. Jacqueline Tamara Gooch** in her capacity as  
Head of Department, duly authorised thereto)

(hereinafter referred to as "the Department")

and

### STELLENBOSCH MUNICIPALITY

(herein represented by **Ms Geraldine Mettler** in her capacity as Municipal  
Manager, duly authorised thereto)

(hereinafter referred to as "the Beneficiary")

(jointly referred to as "the Parties")

*[Handwritten signature]*  
m.j. *[Handwritten initials]*

*[Handwritten initials]*

**PREAMBLE:**

**WHEREAS** the Parties have reached an Agreement in terms of which the Department will allocate to the Beneficiary a budgeted amount of **R 600 000.00 (Six Hundred Thousand Rand)** (hereafter referred to as "the Funds") for the 2017/2018 financial year as a contribution towards updating the Beneficiary's Transport Register Plan and Operating License Plan ("the Project") in accordance with the Minimum Requirements for the Preparation of Integrated Transport Plans, 2016 set out in Government Gazette 29 July 2016 (No. 40174), annexed hereto marked "A" and incorporated herein;

**AND WHEREAS** aforementioned Project must be updated in line with the National Land Transport Act 5 of 2009, with specific reference to the Minimum Requirements for the Preparation of Integrated Transport Plans;

**AND WHEREAS** in the case of multi-year funding, funding for subsequent financial years will be subject to the allocations made by the Provincial Executive, departmental budget allocations made by the Provincial Parliament and the departmental performance management processes, together with the conclusion of a further agreement between the Parties in respect of such further funding.

**NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:****1. INTERPRETATION**

1.1 In this Agreement unless the context indicates a contrary intention a word or expression which denotes: -

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All signatories to initial here



- 1.1.1 any gender shall include the other genders;
  - 1.1.2 a natural person shall include juristic persons and vice versa;  
and
  - 1.1.3 the singular shall include the plural and vice versa.
- 1.2 In the event of any inconsistency between the provisions of this Transfer Payment Agreement and the relevant information pertaining to the Parties in the Project Plan, the provisions of this Agreement shall prevail over the relevant information pertaining to the Parties in the Project Plan.
- 1.3 In this Agreement the following expressions bear the meanings assigned to them below and cognate expressions bear corresponding meanings: -
- 1.3.1 "**Agreement**" shall mean this Transfer Payment Agreement, together with the Project Plan, and any other annexures hereto, and "**this Agreement**" shall have a corresponding meaning;
  - 1.3.2 "**Beneficiary**" means Stellenbosch Municipality situated at Townhouse Complex, Plein Street, Stellenbosch 7600;
  - 1.3.3 "**Business Day**" means any day other than a Saturday, Sunday or public holiday in the Republic of South Africa and "**Business Days**" has a corresponding meaning;

- 1.3.4 **"Commencement Date"** means the date of last signature;
- 1.3.5 **"Department"** means the Western Cape Government via its Department of Transport and Public Works situated at 9 Dorp Street, Cape Town; and
- 1.3.6 **"Parties"** means the Department and the Beneficiary.
- 1.4 Words and expressions defined in any clause shall, for the purpose of that clause, bear the meaning assigned to such words and expressions in that clause.

## 2. DURATION OF AGREEMENT

This Agreement shall commence on the Commencement Date and shall, unless otherwise provided for in this Agreement, terminate once all the agreed upon deliverables and reporting obligations have been met.

## 3. PAYMENT OF THE FUNDS

- 3.1 The Department shall pay the Beneficiary an all-inclusive amount of **R 600 000.00 (Six Hundred Thousand Rand)** within 30 (thirty) days of the Commencement Date, subject to the terms and conditions contained in this Agreement.
- 3.2 The Funds will be deposited into the Beneficiary's primary bank account, opened in accordance with section 8 of the Municipal



Finance Management Act, No. 56 of 2003 and suitably ring-fenced until the Funds can be utilised for purposes of the Project.

- 3.3 Nothing in this Agreement shall be construed as confirmation of the allocation of funding in respect of the Project in subsequent financial years.

#### **4. OBLIGATIONS OF THE BENEFICIARY**

- 4.1. The Municipal Manager of the Beneficiary undertakes to:

4.1.1 Ensure that effective, efficient and transparent financial management and internal control systems are in place, and shall remain in place during all time that this Agreement is in force;

4.1.2 Furnish the Department with its most recent audited financial statements, as included in its latest annual report, in support of clause 4.1 above;

4.1.3 Furnish the Department with a written assurance of compliance in terms of section 38 of the Public Finance Management Act, 1999 which is to be attached as Annexure "B" to this Agreement;

4.1.4 Appoint an accountant to prepare the Beneficiary's financial statements in respect of any and each financial year during which this Agreement is or remains in force;

- 4.1.5 Utilise the Funds only for the purpose for which they were approved, which is detailed in the Project Plan, attached hereto, marked Annexure "A";
- 4.1.6 Allocate the Funds only in accordance with the Project Plan, which includes a budget, cash flow projections, targets, outputs, timeframes and reporting periods, annexed hereto, marked Annexure "A", and incorporated herein;
- 4.1.7 Create a separate cost centre within its formal accounting system to enable it to accurately account for the Funds transferred in favour of the Project;
- 4.1.8 Utilise the interest earned (on the investment of the Funds) solely for the benefit of the approved deliverables in the Project Plan and Budget;
- 4.1.9 Refund to the Department all Funds, together with the interest earned thereon, clearly indicating the project reference number, should the Beneficiary fail to commence the implementation of the Project within 6 (six) months after the Funds (or any part thereof) have been paid over to it, within 30 (thirty) days from the end of the 6-month period or commence the implementation of the Project within seven (7) months;
- 4.1.10 Pay back any surplus and / or remaining funds to the Department (clearly indicating the project reference

- number), within 30 (thirty) days of completion of the Agreement period;
- 4.1.11 Ensure that it maintains complete documentary evidence of all and any payments made from the Funds, including but not limited to expenditure vouchers, indicating the Project reference number, which must be retained for audit purposes;
- 4.1.12 Furnish the Department with an income and expenditure statement, prepared by its accountant and certified as correct by a Director, Chief Executive Officer or other most senior member of management, which indicates the total allocation and total expenditure in respect of the Project, within two (2) months of completion of the Project;
- 4.1.13 Ensure that its financial statements in respect of any and each financial year during which this Agreement is or remains in force are prepared in accordance with the requirements contained in the Municipal Finance Management Act, No. 56 of 2003, and any regulations of aforementioned Act, which may be applicable;
- 4.1.14 Adhere to the reporting and other requirements as set out in clause 5 below; and
- 4.1.15 Certify all invoices, which contain full particulars of the expenses, to the Department, as follows:

"I, Geraldine Mettler (name of Municipal Manager), duly authorised thereto, herewith certify that:

- a) The abovementioned services were acquired and the funds were expended in accordance with the business plan that formed part of an Agreement concluded between representatives of the Western Cape Government via its Department of Transport and Public Works and the Beneficiary on \_\_\_\_\_;
- b) Sufficient documentary evidence to substantiate all payments are available;
- c) All services were rendered satisfactorily; and
- d) The Municipal Council has been informed of the services rendered".

4.2 The Beneficiary undertakes to appoint a Service Provider in accordance with the provisions of the Municipal Finance Management Act, No. 56 of 2003, Regulations issued in terms thereof and its Supply Chain Management Policy, to execute and coordinate the Project.

4.3 The Agreement(s) concluded between the Beneficiary and the relevant Service Provider must provide for copies of all documentation associated with the provision of services to the Beneficiary (being in paper or electronic format), to be made available to the Department on request.

4.4 The Beneficiary shall be obliged to appoint a Project Manager to manage and coordinate the Project for its duration or until the final

report referred to clause 5.3 below, has been provided to and approved by the Department.

## 5. REPORTING, MONITORING AND EVALUATION

- 5.1 The Beneficiary shall submit monthly progress reports in writing by no later than seven (7) days after the last day of the month for the duration of this Agreement. The first report must be submitted within one (1) month of the Commencement Date.
- 5.2 The abovementioned progress reports must reflect the achieved targets and outputs, as well as a detailed breakdown of expenditures and the balance of the Funds to date, with a comprehensive account of the utilisation of all funds, including the beneficiary's own contribution and that of other funders. These progress reports must be submitted together with any supporting document(s) substantiating the achieved targets and outputs.
- 5.3 A final report must be submitted in writing to the Department within one (1) month after the completion of the Project.
- 5.4 The Department reserves the right to request additional information pertaining to any matters or issues raised in or relevant matters or issues omitted from any report submitted in accordance with clauses 5.1 and 5.3.
- 5.5 Together with the final report submitted to the Department, the Beneficiary must submit a report by its Municipal Manager which refers to the following:

- 5.5.1 The extent to which the Beneficiary achieved its objectives for the financial year concerned;
- 5.5.2 Appropriate performance information regarding the economical, effective and appropriate utilisation of the Funds; and
- 5.5.3 An indication of other funds, if any, received from any other co-funders.
- 5.6 The Beneficiary shall make available to the Department all relevant records, documents and other evidence pertaining to the performance / obligations in terms of this Agreement, as and when requested by the Department, in order that the Department may conduct outcome and impact evaluations, after reasonable prior written notice has been given.
- 5.7 The Department reserves the right to request additional information in pursuance of the above and additional information pertaining to any matters or issues raised in or relevant matters or issues omitted from any report / progress report as furnished.
- 5.8 To ensure that the Funds are utilised correctly, the Beneficiary shall, upon written notice by the Department, grant authorised officials of the Western Cape Government access to the documentation, books, financial records and bank statements of the Beneficiary at all reasonable times, and these officials shall be entitled to inspect the

Beneficiary's records at the Beneficiary's premises and to make copies of any required documentation.

5.9 The Department reserves the right to request the Beneficiary to have the financial statements, referred to in clause 4.1.9 above, audited.

5.10 The management of the Beneficiary shall be obliged to attend regular meetings to be held at the reasonable instance and request of the Department to discuss progress of or any impediments to the fulfilment of the obligations in terms of this Agreement.

## 6. BREACH

6.1 Should the Beneficiary breach any or all of the terms and conditions of this Agreement, and failing to remedy such breach within twenty-one (21) working days of receiving written notice from the Department requiring it to do so, the Department, without detriment to any other remedy which may be available to it in law, shall be entitled to cancel this Agreement and / or claim back all allocated Funds with interest, not utilised in accordance with this Agreement.

6.2 The Department reserves the right to recover from the Beneficiary all legal fees incurred and collection commission raised by the Department's attorneys, as well as other legal costs on an attorney and own client scale incurred by the Department, to enforce its legal rights.

6.3 Expiry, termination or cancellation of this Agreement, for whatever reason, shall in no way prejudice the rights of the Department in

respect of any preceding breach of contract or non-compliance by the Beneficiary with any or all the terms and conditions of this Agreement.

## 7. DISPUTE RESOLUTION

- 7.1 This Agreement shall be governed by and construed in accordance with the Laws of the Republic of South Africa.
- 7.2 In the event of any dispute arising from this Agreement, the Parties shall make every effort to settle such dispute amicably.
- 7.3 If the dispute is not capable of being settled amicably between the Parties, such dispute shall be elevated to the Senior Management / Executive or their duly designated representatives for mediation purposes, within 7 days of the dispute having arisen.
- 7.4 Should the dispute, despite such referral to the Senior Management / Executive remain unresolved for a period of 30 (thirty) days after being so referred, the Parties may, by mutual consent, follow an arbitration procedure as agreed between them, without detracting from either Party's right to institute action or motion proceedings in the High Court or other Court of competent jurisdiction in respect of any dispute that may arise out of this Agreement.

## 8. NOTICE AND DOMICILIUM

- 8.1 The Parties choose as their respective *domicilium citandi et executandi* for the purposes of legal proceedings and for the

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All signatories to initial here

gn.



purpose of giving or sending any notice provided for or necessary in terms of this Agreement, the following addresses:

**THE DEPARTMENT:**

The Accounting Officer  
Department of Transport and Public Works  
8<sup>th</sup> Floor, 9 Dorp Street  
Cape Town  
8001

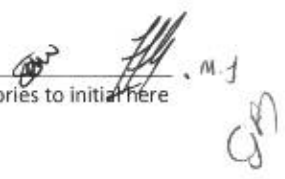
**THE BENEFICIARY:**

The Municipal Manager  
Stellenbosch Municipality  
Townhouse Complex  
Plein Street  
Stellenbosch  
7600

- 8.2 All notices to be given in terms of this Agreement shall be given in writing and be delivered or sent by prepaid registered post to the Party's chosen *domicilium citandi et executandi*.
- 8.3 If delivered by hand, a notice shall be presumed to have been received on the date of delivery, or, if sent by prepaid registered post, be presumed to have been received seven (7) business days after the date of posting.
- 8.4 Notwithstanding anything to the contrary contained in this Agreement, a written notice or communication actually received by

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All signatories to initial here

Handwritten initials and signatures, including a large signature and the initials 'M.J.' and 'S.P.'.

one of the Parties from the other Party shall be adequate written notice of communication to such Party.

## 9. ENTIRE AGREEMENT

- 9.1 This Agreement constitutes the entire Agreement between the Parties and no amendment, alteration, addition or variation of any right, term or condition of this Agreement will be of any force or effect unless reduced to writing and signed by the Parties to this Agreement.
- 9.2 The Parties agree that there are no conditions, variations or representations, whether oral or written and whether expressed or implied or otherwise, other than those contained in this Agreement.
- 9.3 This Agreement replaces any other previous verbal or written Agreement entered into between the Parties.

SIGNED AT CAPE TOWN ON THIS 15<sup>TH</sup> DAY OF OCTOBER 2017.



THE DEPARTMENT

(Herein represented by **Ms. Jacqueline Tamara Gooch** in her capacity as Head of Department, duly authorised thereto)

AS WITNESSES:

[Signature]  
Signature

MARCA JENECKE  
Name in capital letters

SAU-Olivier  
Signature

SHARONETTE ANNE WEBB-OLIVIER  
Name in capital letters

SIGNED AT Stellenbosch ON THIS 24<sup>th</sup> DAY OF October 2017.

[Signature]

[Signature]

**THE BENEFICIARY**

(Herein represented by **Ms. Geraldine Mettler** in her capacity as Municipal Manager, duly authorised thereto)

AS WITNESSES:

[Signature]  
Signature

John Mettler  
Name in capital letters

[Signature]  
All signatories to initial here

  
\_\_\_\_\_  
Signature

RAYDINE WENN  
Name in capital letters

  
\_\_\_\_\_  
All signatories to initial here

7.6.5	<b>PNIEL ELECTRICITY TAKE-OVER: IN PRINCIPLE APPROVAL OF THE MEMORANDUM OF AGREEMENT</b>
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Collaborator No: 552303  
 IDP KPA Ref No: *Dignified Living*  
 Meeting Date: 14<sup>th</sup> Council: 29 November 2017

**1. SUBJECT: PNIEL ELECTRICITY TAKE-OVER: IN PRINCIPLE APPROVAL OF THE MEMORANDUM OF AGREEMENT**

**2. PURPOSE**

To request approval from Council to approve In-Principle the Memorandum of Agreement with Drakenstein Municipality to take over the Pniel and surrounds Electricity Network from Drakenstein Municipality.

**3. DELEGATED AUTHORITY**

Council to decide on the conclusion of a Memorandum of Agreement. **(APPENDIX A).**

**4. EXECUTIVE SUMMARY**

During 2017 Stellenbosch and Drakenstein Municipalities negotiated a common stance on the take-over of the Pniel and associated Electricity Networks from Drakenstein. The take-over amount was provisionally calculated as R10 300 000 and this amount was placed on the 2017/18 Capital Budget. An agreement was reached to jointly appoint a consultant to calculate the actual depreciated replacement value of the assets to be taken over as well as any other details such as the purchase tariffs. The Consultant was employed and a proposed Memorandum of Understanding, attached as Annexure A, has been drawn up, which now indicates an increase in capital cost to R16 000 000 as well as conditions to be achieved for such take-over to occur.

It is proposed that Council accepts the proposed MOA in principle and that the Municipal Manager be mandated a final MOA to be approved by Council at a later date

**5. RECOMMENDATIONS**

- (a) that the content of this report be noted;
- (b) that the Memorandum of Agreement (MOA) be noted;
- (c) that approval be given to the Municipal Manager to negotiate a final version of the Memorandum of Agreement (MOA); and
- (d) that Council considers the approval of the final Memorandum of Agreement (MOA) at a future Council Meeting.

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**6. DISCUSSION / CONTENTS****6.1 Background**

During approximately 2008, Stellenbosch Municipality commenced with the discussions of taking over the Pniel/Oude Molen Electricity Network. Various options were looked at but in 2015 investigations proved that purchasing electricity from Drakenstein in bulk and reselling to the Pniel/Oude Molen areas at retail proved to be the most advantageous option for Stellenbosch Municipality.

Stellenbosch Municipality acquired a mandate to discuss terms with Drakenstein Municipality and the final discussion agreed to was:

- a. Stellenbosch to pay the depreciated replacement value (drv) of the networks within the municipal boundary of Stellenbosch.
- b. The full value of additional circuit breakers and metering units to be installed.
- c. A special selling tariff at the same Eskom tariff that Drakenstein Purchases 11kV electricity at, plus a surcharge of 10%

Upon investigation it was felt that the 10% surcharge is too high and further investigations were entered into.

It was decided to jointly appoint a consultant to determine the actual drv of the network and also the principles how the network will be purchased. It was further decided to propose that Stellenbosch Municipality purchase electricity direct from Eskom instead of the previous proposal that electricity be purchased from Drakenstein Municipality. This methodology is perceived to be the least costly

**6.2 Discussion**

The proposed Memorandum of Agreement is attached as Annexure A. It entails in summary:

- a. Transfer of the ownership of the electricity network from Drakenstein to Stellenbosch
- b. Verified purchase price of R16 000 000.00
- c. Proposed payment structure which entails that Stellenbosch pays the amount upfront, which is then held in trust until all conditions are met and then paid to Drakenstein Municipality. However, Drakenstein Municipality has indicated that this could be done in stages depending on the availability of the funds on our budget. Our current budget makes provision for R10 300 000 and is therefore not sufficient.
- d. Suspensive conditions
  - i) NERSA (National Energy Regulator of South Africa) approval to be sought which includes the public participation process required by the Electricity Regulation Act (ERA)
  - ii) Approval of both the Stellenbosch and Drakenstein Councils
  - iii) Transfer of the network to Stellenbosch
- e. Connection costs to Eskom and separation cost to Drakenstein Municipality.



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**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation. The Electricity Regulation Act, Act 4 of 2006, has reference. The public participation process is prescribed under Section 11 & 12 of this Act.

**6.5 Staff Implications**

Additional staff may be required to service the increase in consumer amount.

**6.6 Previous / Relevant Council Resolutions:****25<sup>TH</sup> COUNCIL MEETING: 2014-11-26: ITEM 7.5**

*RESOLVED (nem con)*

- (a) that a preliminary investigation be conducted by the Directorate: Engineering Services (Electrical Services) into the possibility and feasibility of taking over the electricity supply from Drakenstein Municipality;*
- (b) that billing cooperation be implemented between Drakenstein and Stellenbosch Municipality to implement more effective debt collection; and*
- (c) that SALGA be requested to expedite the Eskom process through political intervention.*

**42<sup>ND</sup> COUNCIL MEETING: 2016-06-15: ITEM 8.4**

*RESOLVED (nem con)*

- (a) that Council take note of the progress made with the take-over of the electricity supply from Drakenstein Municipality;*
- (b) that Council delegate the authority to the acting Municipal Manager to sign the agreement, subject to a due diligence; and*
- (c) that Council mandate the administration to compile and submit an application to NERSA for the proposed take-over of the electricity network in the Pniel area from Drakenstein Municipality to Stellenbosch Municipality.*

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management:****6.8.1 Director: Infrastructure Services**

Agree with the recommendations

**6.8.2 Director: Planning and Economic Development**

Agree with the recommendations



**6.8.3 Director: Community and Protection Services:**

Agree with the recommendations

**6.8.4 Director: Strategic and Corporate Services:**

Agree with the recommendations

**6.8.5 Director Human Settlements and Property Management**

Agree with the recommendations

**6.8.6 Chief Financial Officer:**

Agree with the recommendations

**6.8.7 Municipal Manager:**

Agree with the recommendations

**ANNEXURES****Annexure A: MEMORANDUM OF AGREEMENT****MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.6.5****RECOMMENDED**

- (a) that the content of this report be noted;
- (b) that the Memorandum of Agreement (MOA) be noted;
- (c) that approval be given to the Municipal Manager to negotiate a final version of the Memorandum of Agreement (MOA); and
- (d) that Council considers the approval of the final Memorandum of Agreement (MOA) at a future Council Meeting.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Deon Louw
<b>POSITION</b>	<b>Director</b>
<b>DIRECTORATE</b>	<b>Infrastructure Services</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8213</b>
<b>E-MAIL ADDRESS</b>	<a href="mailto:Deon.louw@ Stellenbosch.gov.za">Deon.louw@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<b>02 November 2017</b>

MEMORANDUM OF AGREEMENT



**Van der Spuy & Partners**  
member of the phatshoane henney group of associated firms

**PAARL**

— 218 — 860 1240 FAX: 860 1241

**MEMORANDUM OF AGREEMENT**

entered into and between

**DRAKENSTEIN MUNICIPALITY**

herein represented by

**JOHAN LEIBBRANDT**

in his capacity as Municipal Manager duly authorised thereto,

(hereinafter referred to as "DRAKENSTEIN")

and

**STELLENBOSCH MUNICIPALITY**

herein represented by

**GERALDINE METTLER**

in her capacity as Municipal Manager, duly authorised thereto

(hereinafter referred to as "STELLENBOSCH")

WHEREAS the Parties agreed in principal to carry over the Pniel area electricity network as shown in Annexure "A" (hereafter called "the Network"); to Stellenbosch Municipality; and

WHEREAS a reasonable price was calculated; and

NOW THEREFORE the Parties agree as follows:

1. **TRANSFER**

- 1.1. DRAKENSTEIN will transfer ownership of the Network to STELLENBOSCH as soon as the suspensive conditions have been met.
- 1.2. The Parties will endeavour to finish the transfer by 30 June 2018.

2. **PURCHASE PRICE**

- 2.1. STELLENBOSCH will pay R16 000 000.00 (SIXTEEN MILLION RAND) for the Network to DRAKENSTEIN.
- 2.2. Payment will be made into the **VAN DER SPUY & PARTNERS Trust account 404 975 1024, ABSA 334 210, REFERENCE: AR4834.**
- 2.3. STELLENBOSCH will make payments into the account named in clause 2.2 above as and when money becomes available. Moneys paid will be invested for STELLENBOSCH'S interest until date of payment.
- 2.4. The money will be paid to DRAKENSTEIN when the transfer has been completed and the conditions of clause 3 & 4 below has been met.

3. **SUSPENSIVE CONDITIONS**

This agreement is subject to:

- 3.1. STELLENBOSCH obtaining the approved from NERSA; and

- 3.2. the approval by the Municipalities of STELLENBOSCH and DRAKENSTEIN; and
- 3.3. the transfer of the power supply to the Network from DRAKENSTEIN to STELLENBOSCH or Escom

#### 4. **SEPARATION AND CONNECTION COSTS**

- 4.1. STELLENBOSCH will pay all costs of the separation process including the possible upgrading costs.
- 4.2. STELLENBOSCH will also be responsible for all the Eskom connection fees.

#### 5. **NO VARIATION**

- 5.1. No addition to or variation, deletion, or agreed cancellation of all or any clauses or provisions of this Agreement will be of any force or effect unless in writing and signed by the Parties.

#### 6. **BREACH**

- 6.1. If a party ("Defaulting Party") commits any breach of this Agreement and fails to remedy such breach within 5 (five) Business Days of receipt of written notice requiring the breach to be remedied, then the party giving the notice ("Aggrieved Party") will be entitled, as its option;
- 6.2. to claim immediate specific performance of any of the Defaulting Party's obligations under this Agreement, with or without claiming whether or not such obligation has fallen due for performance and to require the Defaulting Party to provide security to the satisfaction of the Aggrieved Party for the Defaulting Party's obligations; or
- 6.3. to cancel the Agreement and claim damages.

6.4. The failure of any of the Parties at any time during the Contract Period of the Agreement to demand strict performance by the others of any of the obligations, warranties, covenants or representations herein contained shall not be construed as a continuing waiver thereof, and any party may at any time demand strict and complete performance from the others of any obligation, warranty, covenant or representation.

7. **DISPUTES**

If any party raises a dispute the parties shall:

- 7.1. Re-negotiate the terms of the transaction in order to resolve the dispute, or
- 7.2. If the dispute cannot be resolved, then either Party may refer the matter to the Referee for resolution as set out in ANNEXURE B
- 7.3. Notwithstanding the provisions of this clause 7, any Party shall be entitled to approach a competent court of law having jurisdiction to obtain any urgent relief which may be required by such Party.
- 7.4. Should urgent circumstances necessitate protection of any of the rights of a Party, such Party will be entitled, notwithstanding the terms hereof, to obtain interim legal relief on an urgent basis from any competent court in anticipation of the ruling of the Referee.

THUS DONE AND SIGNED at PAARL on the \_\_\_\_\_ day of \_\_\_\_\_ 2017 in the presence of the undersigned witnesses.

AS WITNESSES:

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

for and on behalf of

**DRAKENSTEIN MUNICIPALITY**

THUS DONE AND SIGNED at PAARL on the \_\_\_\_\_ day of \_\_\_\_\_ 2017 in the presence of the undersigned witnesses.

AS WITNESSES:

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

for and on behalf of  
**STELLENBOSCH MUNICIPALITY**

## ANNEXURE "B"

**DISPUTE RESOLUTION BY REFEREE**

1. Should any dispute arise between the Parties in respect of their rights and duties contained in this agreement, the Parties will meet immediately to try and resolve such dispute. Should they fail to resolve such dispute within 7 (seven) days after such dispute has been declared by any of the Parties, the said dispute will be submitted to a Referee for resolution in terms of the conditions contained herein, if any of the Parties request such resolution, in writing, from the other party.

2. Should urgent circumstances necessitate protection of any of the rights of a Party, such Party will be entitled, notwithstanding the terms hereof, to obtain interim legal relief on an urgent basis from any competent court in anticipation of the ruling of the Referee.

3. THE HEARING OF THE DISPUTE RESOLUTION WILL BE HELD:

3.1. At Paarl or any other place agreed between the Parties, as soon as possible after appointment of the Referee at the place and on the date and time as determined by him;

3.2. informally, with only the representatives of the Parties present (which may include a legal representative, except if the Referee rules otherwise);

3.3. on the basis that both Parties should present the Referee and the other Party with a written explanation of their viewpoint, containing full details of the matter according to their opinion, within 2 (two) days of appointment of the Referee;

3.4 according further to the procedure prescribed by the Referee for the resolution of the dispute, without the necessity to abide by formal procedural legal rules, in order to solve the dispute easily, economically and confidentially.



#### 4. THE REFEREE:

4.1. will be entitled in his discretion to make enquiries and/or to obtain evidence and/or to accept further submissions from the Parties;

4.2. will be entitled to consult attorneys, advocates or any other expert in respect of any matter he considers expedient;

4.3. will make a ruling in his discretion in respect of the admissibility, relevancy, and importance of evidence, whether oral or written;

4.4. will, should the agreement be vague or imperfect regarding a substantive issue relating to the dispute, interpret the agreement in such a manner so as to give effect to the general purpose of the Parties as he understands it in the context of the agreement, and which is fair to the parties in the applicable circumstances;

4.5. will announce his ruling within 14 (fourteen) days after it has been requested in terms of clause 1, also taking into account the urgency of the matter in dispute;

4.6. will appoint the party responsible for his costs and that of any consulted expert and that party will pay such costs;

4.7. will act as expert and not as arbitrator.

#### 5. THE REFEREE WILL, IF THE MATTER IS:

5.1 mainly a legal matter, be a practicing attorney with at least 15 (fifteen) years experience;

5.2. mainly an accounting matter be a practicing chartered accountant with at least 15 (fifteen) years' experience;

5.3. mainly an electricity matter be a practicing electrical engineer with at least 15 (fifteen) years' experience

5.4. any other matter, be an independent person appointed by agreement between both Parties.

6. Should the Parties fail to agree on whether the dispute is a legal, accounting or any other matter within 48 (forty eight) hours after a hearing for the dispute was requested, the matter will be considered to be a legal matter.

7. If the Parties fail to appoint a Referee within 48 (forty eight) hours after a hearing for the dispute was requested in terms of clause 1, the Referee will on request by any one of the Parties, be appointed by the President of the Cape Law Society (or his successor in title).

8. THE DECISION OF THE REFEREE WILL BE:

8.1. binding on all Parties to this agreement and may, if applicable, be made an order of the High Court of South Africa (Western Cape High Court, Cape Town) on request of any of the Parties in dispute; and

9. EXECUTED IMMEDIATELY

9.1. The Parties agree to keep the proceedings and matter of dispute, as well as any evidence given during the proceedings confidential, and will not, except for the purpose of an order in accordance with clause 8.1, disclose any information to the public.

10. THE PROVISIONS WITH REGARD TO THE DISPUTE RESOLUTION SET OUT ABOVE:

10.1. constitute an irrevocable consent by both Parties to any proceedings and neither Party will have the right to withdraw, claim or declare that he/she is not bound to the abovementioned provisions;

10.2. is divisible of the agreement and will be of full force and effect notwithstanding the termination, or invalidity for any reason whatsoever, of the agreement.

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7.7	<b>PARKS, OPEN SPACES AND ENVIRONMENT: (PC: CLLR N JINDELA)</b>
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NONE

7.8	<b>PROTECTION SERVICES: [PC: CLLR Q SMIT]</b>
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7.8.1	<b>ADDITION OF SMOKE ALARM TO FIRE KIT</b>
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### 1. PURPOSE OF REPORT

To obtain approval from Council to include a photoelectric smoke detector as an addition to the current fire kit. This innovative technology is an added fire mitigation strategy. **(See APPENDIX 1).**

### 2. BACKGROUND

Stellenbosch has one of the oldest fastest growing informal settlements in the Western Cape with devastating and severe fires annually. In the Greater Stellenbosch Municipal Area we have approximately 26 informal areas and backyard dwellers with the biggest informal areas in Kayamandi, Langrug and Mandela City.

Many of these structures within the informal settlements were constructed without proper planning or any consideration of safety precaution. Due to the absence of proper infrastructure and safety measures, such as adequate spacing around the shacks and access roads, the communities have suffered unnecessary losses and damages to their belongings and in some cases fatalities were registered.

During the past 12 months approximately 259 informal structures were lost due to fires. The replacement costs incurred by Council, excluding the calculation of the expenses for manpower, food and the usage of council property, calculated to approximately well over R1,1 million.

### 3. DISCUSSION

Fire Prevention is a statutory function of the Fire and Rescue Services in South Africa. The incidence of fire within the informal settlements is at an unacceptably high level in terms of frequency and loss or life.

The Western Cape Government has recognized that a strategic shift is required to proactively manage fire prevention interventions that will meet the immediate and longer-term needs of society, preserve a healthy environment and to protect lives and property. Destruction of the environment, homes, property and lives due to fire are preventable. Research and international experience clearly indicate that most of these incidents could be prevented through a more coordinated and systematic approach. The benefits of such an approach include not only reductions in fire losses, environmental impact, burn injury rates, longer life, and less disability, but also cost savings for all spheres of government and the private sector, reduced demands on the health care system, improved emergency response systems and healthier communities. The Western Cape Government's Disaster Management,

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Fire and Rescue Services initiated an innovative smoke alarm installation programme for High Fire Risk Communities. The Minister of Local Government, Environmental Affairs and Development Planning, Anton Bredell, launched the ground-breaking new initiative aimed at combating fires in informal settlements across the Western Cape.

The new project is a critical component of the Western Cape's Strategic Framework for Fire and Burn Prevention known as the "Fire is Everyone's Fight" campaign. The project has been successfully piloted in the Breede Valley district and was rolled out using a team of trained fire-fighters from the Breede Valley Fire. The product stood the test of time and an audible alarm sounded soon after exposure to smoke in the makeshift shack.

The smoke alarm installation programme will help municipal fire and rescue services protect high risk residents from fire by:

1. Ensuring that occupants have properly installed smoke alarms in all high risk occupancies
2. Reducing fire deaths, injuries and property losses
3. Educating residents about the importance of installing and maintaining smoke alarms
4. Assisting residents to develop and practice an effective home fire escape plan
5. Assisting the municipality in meeting its legislative requirements under the Municipal Structures, Disaster Management and Fire Brigade Services act.
6. Creating positive public relations between the community and the municipal fire department.

#### **4. FINANCIAL IMPLICATIONS**

An additional cost per unit of R192.21 (Vat incl.) will be added to the current cost of the fire kit which is R4200.00. Also see quotation (**APPENDIX 2**).

#### **5. COMMENTS FROM OTHER DEPARTMENTS**

##### **5.1 Legal Services**

Supports the item.

##### **5.2 Strategic and Corporate Services**

Supports the item.

##### **5.3 Integrated Human Settlements and Property Management**

Supports the item. The department request that the scope of the item should also include the provision of wendy houses that Council issues to backyard dwellers and any informal structure which is for the account of this institution. This serves to indicate that any and all initiatives aimed at alleviating the frequent occurrences and severity of fire emergencies in Informal Settlements is fully supported by this Directorate. The Informal Settlements Department has engaged with the Fire Chief on the matter and we're convinced that it would be one of the most proactive measures so far.

**5.4 Financial Services**

Supports the item. Finance supports the inclusion of a smoke alarm as standard component of the so called Fire Kit. Before any actual purchases of the items are made, a proper procurement process will have to be followed.

**5.5 Engineering Services**

Supports the item. Good initiative to help with the early detection of fire.

**9<sup>TH</sup> COUNCIL MEETING: 2017-05-31: ITEM 7.8.1****RESOLVED** (nem con)

- (a) that Council approves in principle the addition of the smoke alarm to the existing fire kit;
- (b) that a Supply Chain Management process be followed to procure the smoke alarms; and
- (c) that an investigation be launched to do a phased implementation to all informal settlements, including the financial implications.

<i>Meeting:</i>	<i>9<sup>TH</sup> Council meeting: 2017-05-31</i>	<i>Submitted by Directorate:</i>	<i>Community and Protection Services</i>
<i>Ref no:</i>	<i>17/8/3/6</i>	<i>Author</i>	<i>Manager: Fire and Disaster Management</i>
<i>Collab:</i>	<i>513473</i>	<i>Referred from:</i>	<i>Mayoral Committee: 2017-05-17</i>

**FURTHER COMMENTS BY THE DIRECTOR: COMMUNITY AND PROTECTION SERVICES: 2017-08-03**

Subject to resolution (b) and (c) depicted above,

Disaster Management

An FQ was registered to initially procure 300 smoke detectors that will be kept in store and hand out (reactively) with a fire kit as per Council resolution.

Regarding the investigation into the implementation process and financial implications, the following:

Disaster Management, Fire Services and IHS met on Friday 14 July 2017 to brainstorm how best to approach the implementation process.

Consideration was given to the most vulnerable, those most at risk and historical fire occurrences and we concluded on a 3 phased approach to be implemented, i.e.

- Phase 1: During the distribution of fire and flood kits (as and when required)
- Phase 2: To all Wendy houses / Nu-Tec structures that Council provides in all TRA areas, (short term)
- Phase 3: To provide smoke detectors to all informal settlement areas not covered above.

In the informal settlements, the smoke detectors will be strategically placed in each zone and geographically mapped to cover a 50m radius. This simply implies that not all units per zone will receive a smoke detector alarm. The fundamental purpose of the detector is to create an early warning sign and response of the community to minimize the impact of the incident. The Disaster Management team will perform quarterly inspections to ensure that the devices are intact and remains in good working order.

Priority list:

1. Klappmuts back yarders and TRA's
2. TRA's in Jamestown
3. TRA's in Vlottenburg
4. Enkanini
5. Langrug
6. Mandela City

International day for disaster risk reduction 2017 - Theme: "Home Safe Home".

The department will be commemorating international day for disaster risk reduction in Klappmuts on 13 October 2017 to create further awareness around safer homes and safety in general.

The Provincial disaster management department has pledged to donate 1000 smoke detectors towards this initiative, of which only 500 was received thus far. On the day, the smoke detector will be introduced and demonstrated to the delegates, comprising of Mayoral Committee members, Councillors and senior administrative staff members, followed by a transit walk into the neighbourhood to do installations in some of the structures in backyards.

During the course of time all other temporary relocation areas in Klappmuts will also be fitted with the device. The rest of the detectors will then be installed proactively, as a fire mitigation strategy, in the phases previously mentioned.

### **FINANCIAL IMPLICATIONS**

- Phase 1: Disaster Management, 300 smoke detectors at a cost of R65000
- Phase 2: Number of Wendy houses = 240 (i.e. 240 x cost of kit) = R50400
- Phase 3: That an amount is annually budgeted for specifically for this purpose.

### **FURTHER COMMENTS BY THE DIRECTOR: COMMUNITY AND PROTECTION SERVICES: 2017-11-01**

#### **PROTECTION SERVICES COMMITTEE MEETING: 2017-11-01: ITEM 5.1.1**

### **RECOMMENDATION**

- (a) that Council approves the joint implementation proposal of Disaster Management and Informal Human Settlements; and
- (b) that the pledge of 1000 smoke detectors from Provincial government be noted, of which only 500 was received thus far.

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**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.8.1****RECOMMENDED**

- (a) that Council approves the joint implementation proposal of Disaster Management and Informal Human Settlements; and
- (b) that the pledge of 1000 smoke detectors from Provincial government be noted, of which only 500 was received thus far.

<i>Meeting:</i>	<i>Mayco: 2017-11-15</i>	<i>Submitted by Directorate:</i>	<i>Community &amp; Protection Services</i>
<i>Ref no:</i>	<i>17/8/3/6</i>	<i>Author</i>	<i>Manager: Fire &amp; Disaster</i>
<i>Collab:</i>		<i>Referred from:</i>	<i>Protection Services: 2017-11-01</i>





**STELLENBOSCH**  
 STELLENBOSCH • PNIEL • FRANSCHHOEK  
 MUNICIPALITY • UMASIPALA • MUNISIPALITEIT



**Specification for temporary structure kits (fire kits)**

ITEM	Amount of items	YEAR 1		YEAR 2		YEAR 3	
		Unit price	Total price (VAT incl.)	Unit price	Total price (VAT incl.)	Unit price	Total price (VAT incl.)
<b>Fire Kits</b>							
3.0 X 76 X 50 Timber Poles	12						
3.0 X 76 X 76 Timber Poles	8						
3.0 m X 68.5 cm X 0.3mm (standard) galvanised steel Sheeting	15						
3 X 15 X 250 Micron Plastic	1						
3 Inch Nails	1 Kg						
4 Inch Nails	1 Kg						
Clout Nails	½ Kg						
<b>TOTAL</b>							
ITEM	Amount of items	YEAR 1		YEAR 2		YEAR 3	
		Unit price	Total price (VAT incl.)	Unit price	Total price (VAT incl.)	Unit price	Total price (VAT incl.)
<b>Flood Kits</b>							
3 X 15 X 250 Micron Plastic	1						
Clout Nails	½ Kg						
<b>TOTAL</b>							

# APPENDIX 2





A Division of Chubb Fire & Security S.A. (Pty) Limited  
Directors : LA Jones, S Oberholtzer, N Rothfus, L R Whiting  
Chubb House, Cnr Pheasant & Pigeon Streets, Horison Park, Roodepoort. Company Registration No. 1950/036293/07  
Registered as a security service provider by the Private Security Industry Authority, Registration No. 3352

Should you require any further information on our products and services, please visit our website: [www.chubbfire.co.uk](http://www.chubbfire.co.uk).

**Please note:**

Chubb Fire Standard Terms and Conditions apply to this sale.  
This quotation is valid for a period of 7 (seven) days.  
ROE: R 14.30 = £ 1.00  
Payment Terms: 30 days from date of invoice.  
All imported stock is subject to exchange rate fluctuations  
Delivery Period: 3-6 weeks from date of official order placement.

**Banking details are as follows:**

Chubb Fire & Security SA (Pty) Ltd  
FNB Corporate Account  
Account Number : **62029937474**  
Branch Code : **255005 Corporate**

*Please use your company name as the reference number*

Yours sincerely

**Colleen Da Costa**  
**Sales Consultant**

[Colleen.dacosta@chubb.co.za](mailto:Colleen.dacosta@chubb.co.za)  
**082 379 6362**

**Date of Acceptance**

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**Client Signature**

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\* Standard Terms & Conditions available on request

**Definitions**

"the Act" means the Consumer Protection Act No. 68 of 2008

"Appointed Person" means a director or appointed manager of the Seller;

"Buyer" means the person, firm or company who purchases the Goods from the Seller;

"Consumer" means a consumer as defined in the Act

"Contract" means the contract for the sale of the Goods by the Seller to the Buyer in accordance with these Conditions;

"Force Majeure Event" means circumstances beyond the reasonable control of the Seller including, without limitation, acts of God, governmental actions, war or national emergency, acts of terrorism, protests, riot, civil commotion, fire, explosion, flood, epidemic, lock-outs, strikes or other labour disputes (whether or not relating to either party's workforce), accidents, plant breakdown, restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, and seizure or other action by or compliance with an order of an apparently competent authority;

"Goods" means the goods specified in the Order which are to be supplied by the Seller to the Buyer or any other goods that may be supplied by the Seller to the Buyer from time to time;

"Intellectual Property Right" means patents, utility models, trade or service marks, trade names, copyrights (including rights in computer software and databases) and moral rights, design rights, inventions, discoveries, confidential information, rights in know-how and all or any other industrial or intellectual property rights whether or not registered or capable of registration including, where the context allows, applications for the grant of any of the foregoing and the right to apply for any of the foregoing, and all rights or forms of protection having an equivalent or similar effect to any of the foregoing which may subsist in any part of the world;

"Loss" means loss, liabilities, claims, costs, charges, damages and outgoings of every description (including legal costs and expenses), compensation payable under contracts, loss of normal operating profits, loss of opportunity, loss of goodwill, loss of revenue from related contracts and pure economic loss, tracing and collection charges, costs of investigation, interest and penalties;

"Order" means the Buyer's order for the Goods, as set out in the Buyer's purchase order form, the Buyer's written acceptance of the Seller's quotation, or overleaf, as the case may be.

"Seller" means CHUBB SECURITY SA (PTY) LIMITED, registration number 1950/036293/07.

1.1 A reference to a particular law is a reference to it as is in force for the time being taking account of any amendment, extension, application or re-enactment and includes any subordinate legislation for the time being in force made under it.

1.2 Words in the singular include the plural and in the plural include the singular.

**Formation and Parties**

2.0 These Conditions will apply to all Contracts between the parties.

2.1 Subject to any variation under Condition 2.2, the Contract will be on these conditions to the exclusion of any other terms and conditions (including any terms or conditions endorsed on, delivered with or contained in the Buyer's purchase order, confirmation of order, specification or other document). The conditions of any Contract between the parties will be the same as the conditions contained in this document.

2.2 The Contract may only be varied in writing by mutual consent of the parties.

2.3 Unless otherwise specified, quotations made by the Seller will automatically lapse if no order is received by the Seller within 30 days after the date of quotation. None of the Seller's distributors, agents or employees are authorised to conclude contracts orally or over the telephone, and quotations, statements in price lists, sales literature and/or advertisements do not constitute offers.

2.4 **The Buyer warrants that all information which it has given to the Seller prior to entering into the Contract is true and correct and the Seller reserves all its rights where it subsequently discovers such information to be incorrect.**

2.5 **The Buyer confirms that the Seller may use any of the Buyer's information, that may be relevant, for purposes of credit vetting and to ascertain limits of credit, where applicable.**

2.6 Any typographical, clerical or calculation error or omission appearing in any sales literature, quotation, price list, acceptance of offer, invoice or other document or information issued by the Seller will be subject to correction without any liability on the part of the Seller.

**Delivery**

3.0 If any delivery time is specified in the Order, this period will commence on the later of the date of the Seller's written acknowledgement of order and the date the Seller receives all the information necessary to allow it to proceed without interruption, or if the Buyer requests any variation to the Contract, the date of the Seller's written confirmation of its agreement to such variation.

3.1 Any delivery time specified will (in any event) be extended by any period or periods equal to

3.1.1 the duration of Force Majeure during which the manufacture or delivery of Goods is delayed;

3.1.2 the duration of time of the Buyer not being able to accept delivery for whatever reason;

3.2 The Seller will be entitled to withhold delivery of any Goods if, the Buyer is in arrears with any payment, due by the Buyer to the Seller

3.3 Unless otherwise stated in the Order, delivery will be deemed to have taken place when the Goods are collected by, or on behalf of, the Buyer from the Seller's address specified in the Order.

3.4 The Buyer will inspect the Goods immediately on delivery thereof and will within ten days from such delivery give written notice to the Seller of any defect or error in delivery. **If the Buyer fails to give such notice, the Goods will be conclusively presumed to be in accordance with the Contract and free from any defect which would be apparent on reasonable examination of the Goods. The Buyer will, be deemed to have accepted the Goods accordingly.**

3.5 The Seller reserves the right to make delivery of the Goods in instalments. Each delivery will then be invoiced and payable separately.

**Title and Risk**

4.0 Risk of damage to or loss of all or any Goods will pass to the Buyer upon delivery of the goods.

5.0 Ownership in the Goods sold on account will pass to the Buyer only when all amounts due by the Buyer to the Seller will have been paid.

**Price**

6.0 Unless otherwise stated in the Order, and agreed to in writing by the Seller and the Buyer, the Contract price for the Goods will be:

(i) exclusive of any VAT, taxes or other duties that may be levied for whatever reason by any authority and the Buyer agrees to pay for any such taxes or duties;

(ii) subject to increase by the Seller, to reflect any variation in the delivery schedule for or design, quantities or specifications of the Goods made at the request of the Buyer or any delay caused by the failure of the Buyer to provide adequate information or instructions to the Seller; and

(iii) subject to increase by the Seller, to reflect any variation in the delivery schedule for or design, quantities or specifications of the Goods made at the request of the Buyer or any delay caused by the failure of the Buyer to provide adequate information or instructions to the Seller; and

7.0 Unless otherwise specified, payment for the Goods will be in South African Rand and made in full within 30 days of the date of invoice. No payment will be deemed to have been received until such payment has been cleared by the Seller's bankers.

8.0 If the Buyer fails to make any payment on the due date then, without prejudice to any of its rights, the Seller will be entitled to suspend any further deliveries to the Buyer, appropriate any payment made by the Buyer to such of the Goods (or the Goods supplied under any other contract between the Buyer and the Seller) as the Seller may think fit (notwithstanding any purported appropriation by the Buyer), and exercise a lien over any property of the Buyer then in its possession, until payment in full is made.

8.1 The Buyer will not be entitled to make any deduction or withhold any sum from the payment from time to time due from it whether by way of set-off, counter claim, discount, abatement or otherwise.

**Proof of Indebtedness**

8.2 A certificate signed by one of the Seller's duly authorised managers, whose authority need not be proved, as to the amount owing by the Buyer to the Seller, the amount of interest accrued and payable thereon will be proof (on the face of it). Such certificate will be deemed a liquid document for the purpose of a consensual sentence, or summary or default judgment or any other legal proceedings against the Buyer in any competent court.

**Enforcement**

8.3 If the Buyer defaults in its obligations under this Contract it will be charged enforcement expenses (subject to the amounts allowed in terms of the prevailing Law) which are incurred by the Seller in the enforcement of this Contract.

8.4 **The Buyer will be liable for collection costs incurred by the Seller in exercising the Seller's rights arising out of the breach of the Buyer's obligations under this Contract. This includes tracing fees, attorneys fees on the attorney and own client scale and registered debt collectors costs will be recovered.**

**Cancellation**

8.5 Subject to any right of cancellation the Buyer may have under the Act, the Contract may be cancelled by the Buyer only with the Seller's written consent which, if given, will be on the express condition that the Buyer will pay to the Seller a cancellation charge commensurate with the Seller's costs incurred up to the date of cancellation plus the Seller's loss of profit or, at the Seller's option, a sum equal to ten per cent of the Contract price.

**Warranty and Quality of Goods under the Act**

9.0 Subject to 9.6 and 9.7, the Seller warrants (subject to the other provisions of these Conditions) for a period of 12 months from invoice date that, in so far as the Goods are of its own manufacture, they will be free from defects in workmanship or materials at the time of delivery. If any Goods do not conform to that warranty the Seller will at its option:

(a) replace the Goods found not to conform to the warranty and such replacements will be supplied subject to these Conditions; or

(b) take such steps as the Seller deems necessary to bring the Goods into a state where they are free from such defects; or

(c) take back the Goods found not to conform to the warranty and refund the appropriate part of the purchase price.

**PROVIDED THAT:**

(i) the liability of the Seller will not arise unless the Buyer demonstrates to the Seller's reasonable satisfaction that the Goods have, at all times, been properly stored and handled and subsequently have not been used or maintained in any unusual or abnormal way or in a manner contrary to any instructions or recommendations for use or maintenance provided by the Seller;

(ii) the Seller will be under no liability in respect of any defect in the Goods arising from any drawing, design or specification supplied by or at the request of the Buyer (not being a drawing, design or specification of the Seller);

(iii) the Seller will be under no liability in respect of any defect or failure of the Goods to operate in accordance with specifications, illustrations, descriptions or other particulars due to the combination or use of the Goods with any incompatible equipment or product;

(iv) if the Buyer is not a Consumer then the liability of the Seller will in no event exceed the purchase price of the Goods;

(v) performance of any one of the above options (a) to (c) (as limited by (iv) above) will constitute an entire discharge of the Seller's liability under this warranty.

9.1 The warranty is conditional upon:

(1) the Buyer giving written notice to the Seller of the alleged defect in the Goods, such notice to be received by the Seller within 7 days of the time when the Buyer discovers or ought to have discovered the defect and in any event within one year of delivery of the Goods;

(2) the Buyer affording the Seller a reasonable opportunity to inspect the Goods and, if so requested by the Seller, returning the allegedly defective Goods to the Seller's works, carriage pre-paid, for inspection to take place there;

(3) the Buyer making no further use of the Goods that are alleged to be defective after the time at which the Buyer discovers or ought to have discovered that they are defective; and

(4) the Buyer not altering or attempting to repair the Goods without the written consent of the Seller.

9.2 In so far as the Goods are not of its own manufacture, the Seller will endeavour to transfer to the Buyer the benefit of any guarantees or warranties given to it in respect of such Goods.

9.3 It is hereby expressly declared that any statements as to quality made by the Seller do not form part of the description of the Goods.

9.4 For the avoidance of doubt, the Seller does not represent that the Goods may not be compromised or circumvented; furthermore, due to the nature of the Goods, that the Goods will prevent any personal injury or property loss by fire, explosion or otherwise; or that the Goods will in all cases provide adequate warning or protection. The Buyer understands that properly installed and maintained fire and/or explosion safety equipment may only reduce the risk of fire, explosion or other events occurring, but it is not insurance or a guarantee that such will not occur or that there will be no personal injury or property loss as a result.

9.5 No other representations or warranties relating to the Goods or advice or recommendation on the use of the Goods are binding on the Seller unless confirmed by an Appointed Person, the Buyer in response to a written request of the Buyer specifically referring to this Condition

9.6 If the Buyer is a Consumer and finds the Goods to be defective, unsafe or of a bad quality, then conditions 9.0 (a) to (c), 9.1 and 9.5 will not apply during the first 6 (six) months following delivery of the Goods and instead the Buyer may within that 6 (six) months period, return the Goods to the Seller, and the Seller will comply with the directions of the Buyer in line with section 56 of the Act, and either:

9.6.1 repair or replace the failed, unsafe or defective Goods; or

9.6.2 refund to the Seller the price paid for the Goods.

9.7 The rights referred to in 9.6 will not apply in the following situations:

9.7.1 where the Goods have been altered contrary to the instructions, tampered with, misused or abused or used for a purpose for which they were not intended;

9.7.2 the instructions have not been followed (as contained in the instruction manual received with the Goods); or

9.7.3 where the Goods are in a particular condition on delivery and the Seller has expressly informed the Buyer of that condition and the Buyer has expressly agreed to accept the Goods in that condition or acted in such a manner that it is consistent with accepting the Goods in that condition.

9.8 If the Seller has a complaint and wishes to return the Goods pursuant to 9.6, the Seller must contact the Buyer at the above address.

9.9 In the event of the Buyer exercising its rights to return the Goods under condition 9.6, the Seller will still be entitled to charge a reasonable fee for use of those Goods in the meanwhile in terms of its rights to do so as set out in the Act.

**Limits of Liability**

10.0 The Buyer shall satisfy itself of the suitability of the Goods for the purposes for which they are purchased, and must comply with any directions, instructions or warnings as to the use storage or handling of the Goods given by the Seller. The Buyer must also ensure that the Goods comply with all local approvals and standards relating to the use to which they are to be put.

10.1 Save to the extent of any obligations of the Seller in terms of the Act or any other Law in respect of the supply of the Goods which it cannot in Law exclude or limit liability for, the Seller shall not be under any liability (other than for gross negligence or wilful default by the Seller) for any Loss suffered by the Buyer whatsoever, arising from the sale of the Goods in terms of this Agreement, whether direct or indirect, consequential or contingent and whether foreseeable or not

10.2 Subject to Conditions 10.0 and if the Buyer is not a Consumer:

(i) The Seller's total aggregate liability in contract, delict (including negligence and breach of statutory duty however arising), misrepresentation (whether innocent or negligent), restitution or otherwise, arising in connection with the performance or contemplated performance of this agreement shall in all circumstances be limited to the purchase price of the Goods; and

(ii) The Seller will not be liable to the Buyer in respect of the Contract for any loss of income, loss of actual or anticipated profits, loss of business, loss of contracts, loss of goodwill or reputation, loss of anticipated savings, loss of damage to or corruption of data, or for any indirect or consequential loss or damage of any kind, in each case however arising, whether such loss or damage was foreseeable or in contemplation of the parties and whether arising in or for breach of contract, delict (including negligence), breach of statutory duty or otherwise.

10.3 Nothing in these Conditions or in the Order will affect or limit the validity or application of any customer warranty with the benefit of which any of the Goods are sold and if the Buyer, being an end-user, is able to benefit from such a warranty the terms thereof will prevail over the terms of these Conditions and the Order.

**Breach**

11.0 If the Buyer commits any act of insolvency (or appears to the Seller to be about to do so) contemplated in the Insolvency Act, 1936 or is sequestrated (or appears to the Seller to be about to be and whether provisionally or finally) or is placed under administration in terms of section 74 of the Magistrates' Courts Act, 1944 or become subject to debt review, suspends payment of debts or makes any arrangement with creditors, fails to pay in accordance with the terms of the Contract, or is in any way in breach of any other term of the Contract; then and without prejudice to any other right or remedy available to the Seller, the Seller will be entitled to:

11.1.1 cancel the Contract; or

11.1.2 suspend any further deliveries under the Contract without liability to the Buyer, or

**Intellectual Property**

12.0 The Buyer acknowledges that any and all Intellectual Property Rights used or embodied in or in connection with the Goods or any parts thereof in which the Seller has an interest is and will remain vested at all times in the Seller. The Buyer will not at any time in any way question or dispute the ownership of any such rights.

12.1 The Buyer acknowledges that all Intellectual Property Rights created in the performance of, or as a result of the Contract (whether new or by way of development of an existing right) will belong to the Seller unless otherwise agreed in writing by an Appointed Person.

12.2 The Buyer will indemnify the Seller fully against all liabilities, costs and expenses which the Seller may incur as a result of work done in accordance with the Buyer's specifications (including specifications of third parties used at the request of the Buyer) which infringe any Intellectual Property Right of any third party.

**Compliance with Laws**

13.0 The Buyer will be responsible for compliance with all South African local laws and regulations applicable to the installation, use, import, export and re-export of the Goods. The Buyer will also comply with all applicable export control laws and regulations of the country having proper jurisdiction, and will obtain all necessary export and re-export licenses in connection with any subsequent export, re-export, transfer and use of all Goods delivered under the Contract.

13.1 Unless otherwise stated in the Order and to the fullest extent permissible by law, the financing of and collection, storage, processing, recycling and/or disposal of the Goods is the responsibility of the Buyer and the Buyer accepts such responsibility in accordance with all laws and regulations and will indemnify the Seller against all related costs, liabilities and expenses.

**Indemnities**

14.0 The Buyer indemnifies the Seller in respect of all damage injury or loss occurring to any person or property and against all actions, suits, claims, demands, charges or expenses in connection therewith arising from the condition or use of the Goods in the event that the damage injury or loss will have been occasioned by (i) the carelessness of the Buyer and its servants, contractors or agents or (ii) by any breach by the Buyer of its obligations to the Seller hereunder or (iii) the combination or use of the Goods with any incompatible equipment or products that may be connected to or used with the Goods.

**Notices**

15.0 Any notice required or authorised to be given hereunder will be in writing and will be served by registered mail sent to the address specified in the Order or any other address notified for the purpose and will be deemed to be served seven days after proven despatch, provided that any other mode of service will be valid if the said notice or other communication is actually received by the addressee.

**Force Majeure**

16.0 The Seller reserves the right to defer the date of delivery or to cancel the Contract or reduce the volume of the Goods ordered by the Buyer (without liability to the Buyer) if the Seller is prevented from or delayed in the carrying on of its business due to a Force Majeure Event, provided that, if the event in question continues for a continuous period in excess of 120 days, the Buyer will be entitled to give notice in writing to the Seller to terminate the Contract.

**Waiver**

17.0 Failure or delay by the Seller in enforcing or partially enforcing any provision of the Contract will not be construed as a waiver of any of its rights under the Contract.

17.1 Any waiver by the Seller of any breach of, or any default under, any provision of the Contract by the Buyer will not be deemed a waiver of any subsequent breach or default and will in no way affect the other terms of the Contract.

**Cession**

18.0 The Seller may (or any person to whom its rights are ceded and/or its obligations are delegated) without notice to the Buyer, cede any or all of its rights and/or delegate its obligations under this Contract either absolutely or as security to any other person or persons (notwithstanding that a cession and/or delegation to more than one person may result in a splitting of claims against the Buyer which splitting of claims the Buyer hereby agrees to) and on any such cession and/or delegation taking place, the Buyer will, if so required by any cessionary, make all payments direct to such cessionary assign the Contract or any part of it to any person, firm or company.

18.1 The Buyer may not cede or encumber any of its rights nor delegate any of its obligations under this Contract.

**Construction and Jurisdiction**

19 Each right or remedy of the Seller under the Contract is without prejudice to any other right or remedy of the Seller whether under the Contract or not.

19.1 If any provision of the Contract is found by any court, tribunal or administrative body of competent jurisdiction to be wholly or partly illegal, invalid, void, voidable, unenforceable or unreasonable it will to the extent of such illegality, invalidity, voidness, voidability, unenforceability or unreasonableness be deemed severable and the remaining provisions of the Contract and the remainder of such provision will continue in full force and effect.

19.2 This Contract will be governed by the laws of the Republic of South Africa. The Seller will be entitled, but not obliged to institute any proceedings arising out of or in connection herewith in the appropriate Magistrates Court or High Court with jurisdiction

19.3 This edition of the Conditions of Sale dated November 2012 supersedes all previous editions.

**Amendments to these Terms and Condition**

20 The Seller has in the drafting of this Contract used its best endeavours in order to comply with applicable Laws, including without limitation, the Act. To the extent that this Contract may require further amendment in order to comply with the Act, the Buyer agrees to such amendment which will be set out in a Schedule to these Terms and Conditions to the extent applicable;

20.1 The amendments will be effected from the date of notice of amendment or the monthly statement setting out the amendments. Any amendments to the Terms and Conditions will be set out any invoice or by way of notice of amendment.

<b>7.8.2</b>	<b>FESTIVE SEASON READINESS</b>
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### 1. PURPOSE OF REPORT

To provide an overview of the organisational readiness for the upcoming festive season starting from November 2017 until February 2018. The plans focus on the deployment of staff and resources in the WC024. (See attached plans: **Annexures 1-3**).

### 2. BACKGROUND.

The Festive Season period, commencing in November 2017 and running well into the New Year, bring increased risk of incidents that could adversely affect public safety as well as the delivery of services by the Stellenbosch Municipality. This is mainly brought about by an influx of visitors and increased leisure activities such as events and festivities during this period.

### 3. DISCUSSION

The purpose of the Festive Readiness Plan is to identify possible public safety and service delivery risks, and to mitigate against such risks through appropriate operational and resource planning. Various risks such as road traffic accidents, safety and security at municipal facilities, fires and medical emergencies, amongst others, have been identified and flagged in the respective operational plans. In the unfortunate event of an unforeseen incident happening, that warrants multiple discipline coordination, a Joint Operations Committee (JOC) meeting will be activated. Our strategy is based on a twenty-four hour operational vigilance with the aim of creating a safe environment, preserve life and to protect property.

### 4. LEGAL IMPLICATION

This item is for noting; no legal inputs are needed due to the operational nature of the departments' plans.

### 5. FINANCIAL IMPLICATION

All plans are aligned with the current operational expenditure.

### RECOMMENDED

that the Mayoral Committee take note of the organizational readiness plans for the 2017/18 Festive Season.

### MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.8.2

### RECOMMENDED

that the organizational readiness plans for the 2017/18 Festive Season, be noted.

# FESTIVE SEASON READINESS PLANS

## Fire Services

### 1. Purpose

To inform Mayco and Directors of the operational readiness of the emergency services comprising of fire operations, fire prevention and disaster management sections, to be able to deal with the challenges that could be encountered during the coming summer festive season.

### 2. Fire Operations section

This section can be called upon for all major incidents will attend to emergency and non-emergency incidents and inspections in the WC024 area. These fire fighters will be on duty per shift and available on a 24 hourly basis at the two fire stations across the town. The department strives to increase its inspections to festivities and venues to ensure compliance with safety regulations. The Memorandum of Understanding and close collaboration with the CWDM, neighbouring municipalities, Wildfire and WOF will be honoured to ensure that all the incidents will be attended too. The newly constructed Klapmuts fire station will also be fully functional and operational on a 24/7 basis and will definitely cut down on response times from Stellenbosch and thus contribute to a safer Klappmuts and Stellenbosch as a whole. Three newly acquired off road 4X4 fire fighting vehicles will also add value to the existing vehicle fleet and will enhance our fire season readiness.

#### Daily Resources

Personnel on duty daily	14
Personnel on standby	6
Personnel available	20
Vehicles available	2 x rescue vehicles 1 water tanker 2 major pumpers 3 medium pumpers 3 off road 4X4 light pumpers
Equipment available	2x Portable pumps equipment 1x canoe, 1x wetrok, 2 mobile generators

In the event where an incident cannot be handled by our fire department alone, we will then call upon assistance from the Cape Winelands District Council or other local municipalities within the district via the existing Mutual agreement.

### 3. Fire prevention section

This section takes a proactive approach in reducing the potential hazards and risks of fire through inspections and enforcement codes, standards and regulations which are designed to provide preventative measures to reduce the start and spread of fire. Regular evacuations of places of mass occupancy are being conducted to provide that opportunity for occupants to locate and use alternative routes under nonthreatening conditions. This familiarity increases the probability of a successful evacuation during an actual emergency.

Personnel on duty daily	2
Personnel on standby	0
Vehicles	2

### 4. Disaster management

Disaster management will coordinate major incidents or disastrous incidents in accordance with the municipal disaster management plan. The response and recovery division is comprised of a mix group of professional and non-professional personnel dedicated to carrying out and coordinating all disaster assistance components. These include, but are not limited, hazard mitigation, public assistance, emergency response. If the need arises, the Disaster Operation Centre (DOC) can be set up at the Fire station or at Law enforcement, from where major events or incidents can be monitored.

Sufficient fire and flood kits will be stored and readily available if needed.

Personnel on duty daily	3 plus 4 temporary field workers
Personnel on standby	1
Vehicles	2
Resources	Flood kits, fire kits, gas fryers

### 5. Response programs/Auxiliary services

#### 5.1 Emergency broadcast

In the unlikely event of an impending flooding or emergency that warrants immediate evacuation, the community can be notified through the followings means:

- Loud hailing
- Matie FM



- Sirens from emergency vehicles
- Sms

## 5.2 Community emergency preparedness

Through the involvement of the Chaplaincy of the Western Cape, the resident local chaplain has actively rallied the community to assist in providing logistical support during emergency operations. They are also known as the “Friends of the Fire Services” and they will:

- Provide administrative assistance
- Collect and coordinate emergency food and stock supplies
- Assist with dissemination of information
- See to the well-being of emergency workers

## 6. Hour Emergency contact numbers

Emergency centre	Control room operator	021 8088888
Operational Heads (Fire)	Head: Fire Operations	0826477587
Shezayd Seigels	Head: Disaster management	0820504834
Wayne Smith	Chief: Fire and Disaster	0714437337
Gerald Esau	Director: Community & Protection Services	0824744268
Daniel Solomon	Chaplain: Emergency Services	0826863205

## Traffic Services

### 1. Overview

After closure of schools, tertiary institutions, businesses and factories, pedestrian traffic triples within the urban areas and traffic volumes increases on all major routes through Stellenbosch when it becomes a thoroughfare to beaches and surrounding towns.

During this period (festive season), foreigners as well as visitors from other provinces flock to Stellenbosch to enjoy/explore the various wines and cuisine to offer, placing even a higher risk to pedestrian and overall vehicular movement.

The Road Traffic Management Corporation has introduced the Road Traffic Safety Planning Framework where various safety partners and enforcement fraternities met throughout the country to compile operational plans focussing on Public Transport month and Festive Season unique to their areas.

The operational plan reflects on integrated traffic law enforcement operations, communication strategy and road safety initiatives.

The objective is to reduce road crashes, fatalities and trauma during this heightened period of celebrations and festivities by implementing proactive measures.

The road traffic safety fraternity is thinly spread, especially taking into account the human capacity, vehicle restraints and overtime threshold. The department will strategically deploy staff over the numerous critical weekends and holiday period.

### 2. Operational focus areas/actions

The Traffic Law Enforcement tactical and operational plan will include the following -

- Individual Municipal Festive Season Operational Launches throughout Western Cape
- Strategic deployment of Traffic and other Enforcement officials
- Operational Vehicles for deployment (Patrol vehicles, ANPR/Alcohol Monitoring Bus, X-Trail)
- Operational Plans to include integration of operations
- Reporting of operational statistics and identification of dedicated statisticians/coordinators
- Monitoring and Evaluation of operations
- Safety of officials
- Anti-Bribery and Corruption Strategy
- Hazardous Routes and locations
- Inter-Provincial Operations
- Excessive Speed operations and Moving violations
- Public Transport operations
- Traffic Patterns and Volumes
- Road safety Initiatives
- Fatigue Awareness

### **3. Operational partners**

- Provincial Traffic Services
- South African Police Services – SAPS
- Emergency Medical Services – EMS
- Road Traffic Management Corporation – RTMC
- Department of Community Safety – DoCS
- National Prosecuting Authority – NPA
- Provincial Regulatory Entity – PRE
- Fire/Disaster Management
- Municipal Law Enforcement
- Road Safety Practitioners
- SANTACO

### **4. Operational coordination**

- Traffic Chiefs Forum – TCF
- District Road Traffic Management Coordinating Committees – DRTMCC's
- Provincial Road Traffic Management Coordinating Committee – PRTMCC
- Road Traffic Management Corporation – RTMC
- Law Enforcement Sub-working group
- Chief Director: Traffic Management (Province)
- Director: Traffic Law Enforcement (Province)
- Safely Home – Calendar
- SAPS – Prov Joints
- SAPS – Local/Clusters
- Director Community & Protection Services (Local Municipality)

### **5. Critical Dates**

- October – Transport Month
- November, December & January - Festive Season

### **6. Staff deployment strategy – (Operational plans per departmental unit implemented)**

- Intelligent deployment “With a Purpose”
- Officer Safety – Operational readiness (Buddy system)
- Shift Briefing and de-Briefing
- Operational Visits – Supervisors
- Monitoring and Evaluation – Operational Activities
- Integrated Operations
- Priority Deployment
- Operational Readiness (Accident Response Unit, Public Transport Unit, Speed & Electronic Enforcement Unit and operational traffic law enforcement shifts x 3)
- Operational staff – Information Sessions

## 7. Operational threats

- Road Closures
- Traffic Volumes
- End of year parties
- Civil Disobedience/Protests
- Veld Fires
- Festive season challenges –
- School Closure
- Industry Closure
- Public Transport Operations
- Matric Results
- Pedestrian Safety
- Festivities/Events
- Excessive Speeding
- Driving under the influence of alcohol and/or narcotic substances
- Reckless and Negligent Driving
- Illegal Street Racing
- New Year's Events
- Stray Animals

## 8. Hazloc/routes

- R44 South – Holiday Makers  
*Traffic Congestion / Speed /Inconsiderate driving/ Pedestrian Safety*
- R45  
*Speed / Pedestrian Safety / Moving Violations*
- R304 & Bottelary Rd  
*Speed/Moving Violations / Pedestrian safety/ Public transport*
- R310 Helshoogte  
*Speed/ Moving violations*

## **Law Enforcement**

### **1. Introduction**

Stellenbosch Municipality is located in the heart of the Cape Winelands region. It is situated about 50 km from Cape Town and is flanked by the N1 and N2 National Routes. The Municipal area covers approximately 900 square km and has a population of approximately 270 000 people and a 602 km road network.

The Municipality's area of jurisdiction includes the town of Stellenbosch and stretches past Jamestown to as far as Raithby in the South to Bottelary, Koelenhof, and Klapmuts to the North, and over Helshoogte Pass to Pniel, Kylemore, Groendal and Franschhoek in the East. Apart from all formal residential areas within WC024, the Municipal area also includes a number of informal settlements.

"Making Safety everyone's responsibility" is one of our main objectives to ensure a safer WC024 area.

### **2. Situation**

The festive season results in an influx of tourists and visitors to the Stellenbosch and Franschhoek areas and its numerous tourist attractions and places of interest.

The increase in visitors and tourists increases the opportunities for criminal activities. These criminal activities are coupled with drug trafficking, use of drugs, violent crimes and alcohol abuse.

Our focus will be to create a sense of safety by increased visible patrols, addressing petty crime and be observant and alert for possible criminalities and enforcing the Bylaws of Council.

### **3. Mission**

Through multi-disciplinary, integrated planning and co-operative governance, maintain a zero tolerance approach towards achieving a safer environment for all residents of/ and visitors to the Greater Stellenbosch Municipal area.

### **4. Threats**

In terms of an Integrated Crime Prevention Strategy our focus will be on the following:

#### **By-law offences;**

- Drinking in public
- Drunk in public
- Public open spaces
- Urinating in public
- Illegal hawking

- Illegal dumping
- Noise nuisances
- Illegal advertising
- Loitering and begging
- Vagrants
- Land invasion
- Unsafe Municipal rental stock in specific areas
- Monitoring of dangerous dogs
- Riotous behaviour
- Illegal fireworks discharge
- Monitoring of pubs for compliance in conjunction with SAPS/ Fire Department/ Liquor Board Inspectorate

## 5. Operational Focus

Our operational focus will be to create a sense of safety amongst our communities and visitors as identified as a key need during the IDP public engagements. This initiative, together with our safety partners, through the Stellenbosch Safety Initiative (SSI) will be realised through the efficient deployment of Law Enforcement Officials during the festive season period and beyond. Regular joint operations with the Police and our SSI Safety Partners will be executed during the Festive Season period.

## 6. Main Focus Areas (Law Enforcement)

### Land Invasion

- Kayamandi
- Langrug
- Mandela City Klapmuts
- Jamestown
- Vlottenburg
- Cloeteville/ Idas Valley
- Kylemore/ Lanquedoc
- La Motte
- And all public open spaces

### Access control/ safeguarding

- All Council buildings
- Beltana

### Enforcement of By-laws

- Stellenbosch CBD
- Franschhoek CBD
- Eersteriver Riverbank
- All other areas

High visibility foot and vehicle patrols

- Vagrants in all areas
- Informal trading

Public Facilities

- Jan Marais Park
- Jonkershoek Picnic Area
- Cloetesville Swimming Pool
- Kayamandi Corridor
- Mooiwater Building
- Cultural Initiations
- Idas Valley Dam Area
- Franschhoek Area
- Kayamandi Area
- Onder-Papegaaiberg

Dangerous dog monitoring in residential areas

- Idas Valley
- Cloetesville
- Kayamandi
- Klapmuts
- Franschhoek
- Jamestown
- Kylemore and Pniel
- La Motte/ Lanquedoc

CCTV Monitoring

- Suspicious behaviour/ vehicles
- Begging and loitering
- Criminal activities
- Illegal gatherings

VIP Protection

- As and when needed by instruction of Director: Community & Protection Services

Protection of staff

- On request in high risk areas

Priority days

- 2 December 2017 – Annual Festival of Lights (Switching on of festive lights by Executive Mayor)
- 1 and 2 January 2017 – Additional Law Enforcement Officers on duty to assist with control of visitors to;
  - Jonkershoek Picnic Site
  - Cloetesville Swimming Pool

**7. Transport/ Vehicles**

- 6 x LDV's (4x4)
- 1 x Off Road Specialized 4x4
- 4 x LDV's
- 2 x Caddy's (7 seater)
- 2 x Sedan's
- 2 x Quad Bikes
- 2 x Mobile Safety Kiosks

**8. Communication**

- Whatsapp to Management team and Mayco
- All disciplines will use the Law Enforcement radio channel
- In emergencies all staff will use the Public Safety channel as directed by Head: Law Enforcement
- Radio – Operational team

**9. Deployment**

- An operational deployment roster will be compiled by the Head: Law Enforcement and provided to the Director: Community & Protection Services
- Safety kiosk to be deployed on a daily basis at strategic hotspot areas

**10. Command and Control**

The following will apply:

- All members to be dressed accordingly in full uniform, albeit, step outs or combat unless otherwise stated. This shall include all relevant issued equipment, bullet proof vests, reflective gear and rain gear (if applicable)
- All execution of duties shall be in accordance with applicable laws
- Statistics must be compiled and forwarded to the Head: Law Enforcement on a weekly basis



**11. Events during Festive Season (1 December 2017 – 31 January 2018)**

- Stellenbosch Festival of Lights 2017 - 2 & 3 December 2017
- Franschhoek Cap Classique - 2 & 3 December 2017
- Medihelp Stellenbosch Cycle - 3 December 2017
- Eikestad Prettdraf - 4 December 2017
- Graduation Ceremony - 4 - 8 December 2017
- US Alumni Graduation Walk - 4 - 8 December 2017
- Stellenbosch Street Soirees - 31 December 2017 - March 2018
- KCF after Party - 5 December 2017
- Lions MTB Race - 27 January 2018

**12. Stakeholders/ Partners involvement**

- Safety Forum
  - Stellenbosch Safety Initiative (SSI)
    - SAPS
    - US Campus Control
    - Traffic
    - Law Enforcement
    - Fire & Disaster
    - Thorburn
    - ADT
    - ABC/ AM Security
    - Stellenbosch Watch
    - USC Security
    - Southern Cross Security

## 9. Contact details

Director Community & Protection Services: Gerald Esau		
Contact Details	Land Line:	021 – 808 8437
	Cell No:	082 474 4268
	Fax No:	021 – 883 2054
	E-mail:	<a href="mailto:gerald.esau@stellenbosch.gov.za">gerald.esau@stellenbosch.gov.za</a>
Manager Traffic Services: Janine Waldis		
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Head Traffic Law Enforcement Lizelle Stroebel (Traffic Services)		
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Superintendent Anthony Herring (Traffic Services) – Traffic Law Enforcement		
Contact Details	Land Line:	021 – 808 8812
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	Fax No:	021 – 883 2054
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Superintendent Hermien Swanepoel (Traffic Services) – Training, Education & Accidents		
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Manager Fire Services: Wayne Smith		
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Head Disaster Management: Shezayd Seigels		
Contact Details	Land Line:	021 – 808 8878
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	Fax No:	021 – 883 3200
	E-mail:	<a href="mailto:shezayd.seigels@stellenbosch.gov.za">shezayd.seigels@stellenbosch.gov.za</a>

Acting Manager Law Enforcement: Neville Langenhoven		
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	Cell No:	084 506 5060
	Fax No:	021 – 808 8182
	E-mail:	<a href="mailto:Neville.Langenhoven@ Stellenbosch.gov.za">Neville.Langenhoven@ Stellenbosch.gov.za</a>
Head Law Enforcement: Cedric Thorpe		
Contact Details	Land Line:	021 – 808 8937
	Cell No:	082 381 5555
	Fax No:	021 – 808 8182
	E-mail:	<a href="mailto:cedric.thorpe@ Stellenbosch.gov.za">cedric.thorpe@ Stellenbosch.gov.za</a>
Stellenbosch Municipality Control Room		
Contact Details	Land Line:	021 – 808 8813
	Line:	021 – 808 8890/8891
		021 – 808 8888
Cape Winelands Fire Services: Control Room		
Contact Details	Land Line	021 – 887 4446/888 5275
SAPS: Control Room Stellenbosch		
Contact Details	Land Line:	021 – 809 5012/5015
	Cell No:	082 469 0852
SAPS: Control Room Cloetesville		
Contact Details	Land Line:	021 – 888 5940
SAPS: Control Room Franschhoek		
Contact Details	Land Line:	021 – 876 8061
SAPS: Control Room Groot Drakenstein		
Contact Details	Land Line:	021 – 874 8019
SAPS: Control Room Klapmuts		
Contact Details	Land Line:	021 – 875 8000
SAPS: Control Room Somerset West		
Contact Details	Land Line:	021 – 850 1300
SAPS: Control Room Kayamandi		
Contact Details	Land Line:	021 – 889 5761
Ambulance Services: Control Room (Goodwood)		
Contact Details	Land Line:	021 – 937 0500

Metro: Control Room		
Contact Details	Land Line:	021 – 948 9900
Provincial Disaster Management JOC: Control Room		
Contact Details	Land Line:	021 – 937 0810
	Fax No:	021 – 931 9031
PAWC (District Health): Denise Johnson		
	Cell No:	084 953 6659

7.9	<b>YOUTH, SPORTS AND CULTURE: [PC: XL MDEMKA (MS)]</b>
7.9.1	<b>REPORT ON THE PROGRESS OF THE IMPLEMENTATION OF THE SPORT FACILITIES MANAGEMENT PLAN: DRAFT LEASE AGREEMENTS</b>

## 1. PURPOSE OF REPORT

To obtain Council approval to commence with signing the draft lease agreements for the various Sport Council categories in the Greater Stellenbosch.

## 2. BACKGROUND

### 2.1 Adoption of the Sport Facilities Management Plan

The adopted Sport Facilities Management Plan as accepted by Council in 2016 was the culmination of a process that started in 2011:

- (i) In 2011 the proposed sport plan was created by the Department and circulated internally and externally for review. A draft was then tabled to Council. Various concerns were raised relating to the Sport Plan and it was requested to create a new draft.
- (ii) The second draft was submitted to Council in 2012 and it was recommended that a process of consultation with all stakeholders must be done.
- (iii) A workshop with the Stellenbosch Sport and Recreation Association (SSRA) was held in 2013 and the proposed plan was discussed with the Stellenbosch Sport and Recreation Association (SSRA) and its member Sport Councils. There was no consensus from the SSRA and the member Sport Councils to the stipulations in the plan especially relating to the conditions of the rental agreements.
- (iv) The categories in the sport plan were clarified and in June 2014 a special workshop was held with all the member Sport Councils of the SSRA. Various presentations were given on the different elements of the Sport Plan and how it links up with the National Sport and Recreation Plan. A special report was created and distributed to all stakeholders.
- (v) The draft plan was then presented to Council again but concerns were raised relating to the stipulations within the categories of different sport grounds. A draft lease agreement was created but this lease agreement could not be used for all the categories. Various stakeholders expressed concerns relating the current draft and more clarity were required.
- (vi) A discussion document was created and distributed to all Sport Councils and the SSRA relating to the sport plan in December 2015.
- (vii) A workshop was held 9 December 2015 with the Stellenbosch Sport and Recreation Association (SSRA) and Sport Councils that discussed the key elements of the sport plan and the broader understanding of the National Sport and Recreation Plan (=NSRP)

- 
- (viii) A strategic meeting in January 2016 was held by the department with Director Esau and the Municipal Councillor Retief relating to the progress and processes to be followed
  - (ix) Two special meetings were held in February 2016 with the Stellenbosch Sport and Recreation Association (SSRA) executive to clarify concerns and uncertainties relating to the rollout and implementation of the Sport Plan.
  - (x) A follow up session with the Stellenbosch Sport and Recreation Association (SSRA) and Sport Councils were held 18 February 2016 to explain the process relating to the rollout of the Sport Plan and the briefing sessions that will explain clearly to each individual Sport Council the Sport Plan and the lease agreement
  - (xi) A roadshow was done in which the Sport Plan was explained and the basic stipulations of the lease agreements were highlighted. This roadshow was completed in May 2016.
  - (xii) The Sport Plan was adopted in June 2016.

## 2.2 Development of the draft Lease Agreements

The draft lease agreement that was created in 2015 could not be used for all the categories as envisioned by the Sport Plan:

- (i) Under consultation with the legal department and various other departments two versions were created. A draft lease agreement for the Category A and a draft lease agreement for Categories B, C and D. The draft lease agreements were circulated to all the Sport Councils and the SSRA.
- (ii) A guide was created that explains the different stipulations within the draft lease agreements. A special meeting with the Stellenbosch Sport and Recreation Association (SSRA) and all Category B and C Sport Councils was held on 13 October 2016 to explain the stipulations of the draft lease agreement for Category B and C. A report with the recommendations was created. These changes and recommendations were reviewed and will be referred to the legal advisors before final signing of the lease agreements. A separate meeting was held with the Category A Sport Council in November and additional comments were included in the final version of the Category A lease agreement.
- (iii) All Sport Councils accepted the terms of the lease agreements and the rental fees. The SSRA and its member Sport Councils have indicated their willingness to sign the lease agreements for Category A, B, C and D.

## 3. DISCUSSION

### 3.1 *Review with Internal and External Stakeholder participation in development of the Draft Lease Agreements*

The following steps were taken for the adoption of the Draft lease agreements which will lead to the signing of the leases:

DESCRIPTION	ACTION	OUTPUT
Review draft rental agreement with internal departments.	<ul style="list-style-type: none"> <li>Submitted to Finance Department, Property Management and the Legal Department for review.</li> </ul>	<ul style="list-style-type: none"> <li>CFO and Finances have cleared in principle but wanted the rental charges to be clarified and cleared.</li> <li>Finance Department suggested that a formula to determine the rental value will be used consistently with all Sport Councils.</li> <li>An external legal consultant was appointed to finalise the lease agreements.</li> </ul>
Present Draft Lease Agreements (without rental value) to Sport Councils.	<ul style="list-style-type: none"> <li>Sport Councils have given input and the changes have been made.</li> </ul>	<ul style="list-style-type: none"> <li>Category specific final briefings held with Sport Councils.</li> </ul>

### 3.2 Proposed Rental fees

The rental fees went through a consultation period with various stakeholders. Initially the view was to create a formula that would determine individual rental fees per Sports Council and was based on current valuation of the Sport Grounds with a discount given due to the social-economic status of the community the Sports Council serves as well as the current financial status of the Sports Council. This formula was seen as too complex and resulted in rental fees that were too high for any of the current Sports Council.

The department together with the Stellenbosch Sport and Recreation Association (SSRA) then created a formula based on current rental fees used in other municipalities such as Drakenstein and Overstrand Municipalities). This formula is based on the principle of "pay per use of field". The department also included in their formula additional information such as potential income the Sports Council can generate annually, the maintenance cost of preparing fields for use in tournaments and events and the current usage per Sports Grounds of the various fields.

Maintenance Cost	<ul style="list-style-type: none"> <li>Maintenance cost was determined according to specific fields and preparation that is required.</li> <li>Universal amounts were used for each specific field type. These amounts are less than 50% of effective costs and exclude water, staffing and equipment. [Refer to Table 1 for maintenance cost per field type]</li> </ul>
Use per field	<ul style="list-style-type: none"> <li>The current municipal records of the maintenance and preparation of the fields were used to determine this amount.</li> <li>The rental fee per field was determined by the amount of times a field is used times the rental fee per field. [Refer to table 1 for rental fee per field]</li> </ul>
Final Fee	<ul style="list-style-type: none"> <li>After consultation with all the stakeholders and with various meeting with the SSRA it was determined that the proposed rental fee is still too high for the Sport Councils.</li> <li>It was decided through the consultative process to simplify the rental fees to the current proposed final fees: <ul style="list-style-type: none"> <li>Category A would be R33 000.00</li> <li>All Category B would be R3 000.00</li> <li>All Category C would be R1 500.00</li> <li>All Category D would be R500.00</li> </ul> </li> <li>These fees will be applicable for twelve months. The lease agreement will be reviewed before termination of the rental agreement.</li> </ul>

The following is a summary of the rental fees per category:

Category	Annual Rental Fee	Motivation
A	<ul style="list-style-type: none"> <li>• R33 000.00</li> <li>• Electricity on pre-paid meters</li> <li>• Borehole water used for watering of fields.</li> <li>• Potable water on designated meters to be paid by Sport Council.</li> <li>• Security of the sport grounds are the responsibility of the Sport Council.</li> <li>• Internal insurance of buildings is the responsibility of the Sport Council.</li> <li>• Maintenance of fields and buildings are done by The Sport Council. A three year transition period will be allowed for the maintenance done on Sport fields by the Municipality.</li> </ul>	<ul style="list-style-type: none"> <li>• The income potential of the Category A sport grounds is sufficient to be able to pay the proposed rental fee.</li> <li>• The annual rental fee will be set for twelve months.</li> </ul>
B	<ul style="list-style-type: none"> <li>• R3 000.00</li> <li>• Electricity on pre-paid meters for buildings and flood lights.</li> <li>• Borehole water for use on fields.</li> <li>• The use of potted water by the Sport Council is currently under review and it is recommended that the Sport Councils to pay for the use of water.</li> <li>• Insurance of the interior of the buildings are the responsibility of the Sport Council.</li> </ul>	<ul style="list-style-type: none"> <li>• The various sport code members of the Sport Councils are currently under financial pressure due to the low income of the communities it operates in. Due to this it is recommended that a once off annual fee is agreed upon.</li> <li>• The development of income generating strategies for each Sport Council will be a priority of the municipality to develop financial sustainable Sport Councils.</li> <li>• The annual rental fee will be set for twelve months.</li> <li>• After one year the rental fee will be reviewed in accordance to the then financial status of the Sport Council.</li> </ul>
C	<ul style="list-style-type: none"> <li>• R1 500.00</li> <li>• Electricity on pre-paid meters for buildings and flood lights.</li> <li>• Borehole water for use on fields.</li> <li>• The use of potted water by the Sport Council is currently under review and it is recommended that the Sport Councils to pay for the use of water.</li> <li>• Insurance of the interior of the buildings are the responsibility of the Sport Council</li> </ul>	<ul style="list-style-type: none"> <li>• The various sport code members of the Sport Councils are currently under financial pressure due to the low income of the communities it operates in. Due to this it is recommended that a once off annual fee is agreed upon.</li> <li>• The development of income generating strategies for each Sport Council will be a priority of the municipality to develop financial sustainable Sport Councils.</li> <li>• The annual rental fee will be set for one year with an escalation yearly of 6%.</li> <li>• After one year the rental fee will be reviewed in accordance to the then financial status of the sports</li> </ul>



		council.
D	<ul style="list-style-type: none"> <li>• R500</li> <li>• These fields are situated in rural areas and have very basic infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• These grounds are under development and as development and improvement on the infrastructure happens those fields will be re-categorised to C.</li> <li>• The annual rental fee will be set for one year with an escalation yearly of 6%.</li> <li>• After one year the rental fee will be reviewed in accordance to the then financial status of the Sports Council.</li> </ul>

Rental fees per specific Sports Council:

Council	Cat.	Maint. Cost	Use Per field fee	Proposed Rental	FINAL
Van der Stel	A	R500 000,00	N/A	R100 000,00	<b>R33 000,00</b>
Ida's Valley	B	R124 600,00	R34 250,00	R8 000,00	<b>R3 000,00</b>
Cloetesville	B	R125 400,00	R38 800,00	R8 000,00	<b>R3 000,00</b>
Kylemore	B	R42 400,00	R12 700,00	R5 000,00	<b>R3 000,00</b>
Pniel	B	R77 600,00	R18 950,00	R8 000,00	<b>R3 000,00</b>
Raithby	B	R32 000,00	R7 400,00	R4 000,00	<b>R3 000,00</b>
Klapmuts	B	R55 000,00	R17 900,00	R5 000,00	<b>R3 000,00</b>
Jamestown	B	R44 800,00	R14 200,00	R5 000,00	<b>R3 000,00</b>
Kayamandi	B	R47 600,00	R21 700,00	R4 000,00	<b>R3 000,00</b>
Groendal	B	R60 600,00	R19 900,00	R5 000,00	<b>R3 000,00</b>
Wemmershoek	C	R13 000,00	R7 000,00	R1 500,00	<b>R1 500,00</b>
Lanquedoc	C	R8 000,00	R4 400,00	R1 500,00	<b>R1 500,00</b>
La Motte	C	R12 400,00	R7 000,00	R1 500,00	<b>R1 500,00</b>
Jonkershoek	D	R12 000,00	R7 500,00	R500,00	<b>R500,00</b>
Nietvoorbij	D	R28 000,00	R12 250,00	R500,00	<b>R500,00</b>
Koelenhof	D	R3 200,00	R1 400,00	R500,00	<b>R500,00</b>
Papplaas	D	R12 000,00	R6 750,00	R500,00	<b>R500,00</b>

#### 4. LEGAL IMPLICATION

The lease agreements were compiled by Webber Wentzel and reviewed by Fairbridges Attorneys. The terms and conditions indicated in the lease agreements were legally compliant with applicable legislation norms and standards.

#### 5. FINANCIAL IMPLICATION

The signing of the attached lease agreements will generate income for the municipality.

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**6. COMMENTS FROM OTHER RELEVANT DEPARTMENTS****6.1 DIRECTORATE: STRATEGIC AND CORPORATE SERVICES**

Legal Services provided the two services providers to compile the agreements.

**6.2 DIRECTORATE: FINANCIAL SERVICES**

Supports the item.

**6.3 DIRECTORATE: ENGINEERING SERVICES**

Please note that Regulation 2(c) of the Electrical Installation Regulations requires:

*(3) Where there is a written undertaking between a user or lessor and a lessee whereby the responsibility for an electrical installation has been transferred to the lessee, the lessee shall be responsible for that installation as if he or she were the user or lessor.*

The Sports Department installed pre-paid electrical meters on all municipal facilities to be entered into the lease agreement.

**6.4 DIRECTORATE: HUMAN SETTLEMENTS**

Supports the item.

**6.5 PROPERTY MANAGEMENT**

The Department Property Management proposes that the Sport Facility Management Plan should also include the following facilities:

- a) Franschhoek Tennis Club
- b) Franschhoek Bowling Club
- c) La Motte Sportfields
- d) Wemmershoek Sportfields
- e) Stellenbosch Golf Club
- f) Paradyskloof Tennis Club

The above will be included in the next review of the Sport Facility Management Plan. The facilities will be categorized based on the Sport Facility Management Plan.

**MAYORAL COMMITTEE MEETING: 2017-11-15: ITEM 5.9.2****RECOMMENDED**

- (a) that Council approves the terms and conditions of the rental agreements for each category;
- (b) that Council approves the proposed rental tariffs for each Sport Council category and that these tariffs be reviewed annually;

## AGENDA

14<sup>TH</sup> COUNCIL MEETING OF THE COUNCIL  
OF STELLENBOSCH MUNICIPALITY

2017-11-29

- 
- (c) that the Lease Agreements be approved for a one year period with an annual review; should the lessee not fulfil the obligations in terms of the lease agreement, the sporting facility will fall back to Council; and
- (d) that once the lease agreements have been signed with the entities, the outstanding debts will be submitted to Council for consideration of writing off those debts.

<i>Meeting:</i>	<i>Mayco: 2017-11-15</i>	<i>Submitted by Directorate:</i>	<i>Community &amp; Protection Services</i>
<i>Ref no:</i>		<i>Author</i>	<i>G Esau</i>
<i>Collab:</i>		<i>Referred from:</i>	

**FURTHER COMMENT BY THE MUNICIPAL MANAGER: 2017-11-22**

New information was received with regard to the facility management and financial agreements between van der Stel and their sub-councils, which need to be verified. Based on the verification process and possible time delay, no agreement will be signed with Van der Stel. The information that came to light requires the Municipality to investigate the entire agreement and facility management model of Van der Stel. They also must provide the municipality with their latest audited financial statements before any final decision can be taken whether to sign an agreement or not. The Municipal Manager will lead the verification process and will report the outcome to Council.

**AGREEMENT OF LEASE**

between

**STELLENBOSCH MUNICIPALITY**  
("Lessor")

and

**STELLENBOSCH SPORT AND RECREATIONAL ASSOCIATION**  
("Lessee")

and

**AREA SPORT AND RECREATIONAL COUNCIL**  
("Lessee")

**PLEASE NOTE:**

THIS IS A DRAFT LEASE AGREEMENT FOR:  
CATEGORY B (AREA SPORTS COUNCILS)  
VERSION MAY 2017

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## 1. Introduction

1.1 The Lessor is the registered owner of the Premises.

1.2 The Lessor wishes to lease to the Lessee, and the Lessee wish to hire, the Premises on the terms and subject to the conditions of this Agreement.

## 2. Definitions and interpretation

2.1 In this Agreement, unless the context clearly indicates a contrary intention, the words herein below defined shall have the meanings assigned to them and cognate expressions shall bear corresponding meanings:

2.1.1 **"Activities"** means the activities or operations to be conducted by the Lessee on and from the Premises as set out in the attached Schedule;

2.1.2 **"Agreement"** means the agreement of lease between the Parties contained in this document and Annexures and Schedules hereto;

2.1.3 **"Annexure"** means an annexures attached to this Agreement;

2.1.4 **"Buildings"** means the buildings erected by the Lessor on the Premises;

2.1.5 **"Business Day"** means any day other than a Saturday, Sunday or official public holiday in the Republic of South Africa;

2.1.6 **"Commencement Date"** the date as reflected as such in the Schedule

2.1.7 **"Effective Date"** means the date that the last party to this agreement signs same;

2.1.8 **"Lease Period"** shall have the meaning ascribed to such term in clause 4 read with the Schedule;

- 2.1.9           **"Lessee"**                               means the SSRA and Area Sport and Recreational Council whose constitution has been provided to the Lessor;
- 2.1.10          **"Lessor"**                               means Stellenbosch Municipality, a local municipality established by Provincial Notice published in the Provincial Gazette by the MEC for Local Government in accordance with sections 12 and 14 of the Local Government: Municipal Structures Act No. 117 of 1998;
- 2.1.11          **"Rules"**                               means the rules as set out in the Annexure hereto as amended from time to time, or such amended or updated Rules contemplated in clause **Error! Reference source not found.**, which apply in respect of, *inter alia*, the use of the Premises and/or the Buildings;
- 2.1.12          **"Parties"**                               means the Lessor and the Lessee and **"Party"** means any one of them;
- 2.1.13          **"Premises"**                            means the land and/or buildings on the land as more fully described in the Schedule and attached plan, if provided;
- 2.1.14          **"Rental"**                               means the rental payable by the Lessee to the Lessor as consideration for the leasing of the Premises as recorded in the Schedule.
- 2.1.15          **"SSRA"**                                The Stellenbosch Sport and Recreation Association to whom the Lessee is affiliated and are co-lessee of the sports grounds.
- 2.1.16          **"Termination Date"**               means the date of the expiry of the lease period or the date of such earlier termination provided for in this Agreement
- 2.1.17          **"VAT"**                                means value added tax levied under the Value-Added Tax Act, 89 of 1991.

### 3. Lease

The Lessor hereby leases the Premises to the Lessee, who hereby hires same, on the terms and conditions set out in this Agreement.

### 4. Period of lease

Notwithstanding the Effective Date, the period for which the Premises are leased by the Lessor to the Lessee in terms of this Agreement commences on the Commencement Date and shall subsist for a period of **One year** (the "**Lease Period**"), subject to the remaining provisions of this Agreement.-

### 5. Occupation

It is recorded and agreed that possession and occupation of the Premises has already been given to the Lessee before the Commencement Date.

### 6. Rental and other payments

6.1 The Lessee shall effect payment to the Lessor on a yearly basis on the last day of the municipal financial year (June) during the Lease Period of the Rental.

#### 6.2 Such Rental shall:

6.2.1 be payable on or before the last day of the Municipal financial year end (June); and

6.2.2 be paid without any deductions, bank charges, set-off or exchange, into the Lessor's bank account as detailed in the Schedule or such other bank account as the Lessor may from time to time notify the Lessee of in writing by way of a direct deposit or electronic funds transfer (or as otherwise specified by the Lessor in writing) and forthwith upon such payment, the Lessee shall furnish the Lessor with documentary proof, reasonably satisfactory to the Lessor, of having effected payment.

### 7. Utility Charges and Rates

#### 7.1 Utility charges

7.1.1 The Lessee shall pay directly to the relevant authorities the cost of all electricity charges in respect of the Premises and the Buildings or any use thereof. The Lessee shall open all accounts and make all arrangements in respect of all utility



charges directly with the relevant authority and in its own name. If the Lessor pays or settles otherwise any amount for which the Lessee is liable in terms of this clause 7.1, the Lessee shall immediately reimburse the Lessor for such amount. If the other charges levied from time to time on the Premises exceed an amount determined from Lessor from time to time or other levies become payable or the Lessor changes its policy on subsidising such charges, the Lessor may on written notice to the Lessee require them to make such payments.

7.1.2 The Lessor may, in its absolute discretion and at any time, install a meter for the purpose of measuring water and/or electricity consumption on the Premises and/or the Buildings and may render to the Lessee a monthly account in respect of the water and/or electricity so consumed. Such account is payable no later than the 7th day of each month in arrears and the provisions of clause 6.2.2 shall apply, the necessary changes being made. The parties record and agree that the charges contemplated in this clause 7 shall be adjusted and pro-rated accordingly to extent that the Lessee does lease the entire Premises from the Lessor; this adjustment shall be determined by the Lessor and payable by the Lessee on the same terms as contemplated in this clause 7.

7.1.3 The Parties record and agree that any amounts paid by the Lessee in respect of, electricity charges and any other charges levied from time to time in respect of the Premises and the Buildings or any use thereof, which relate to the period of occupation by the Lessee of the Premises prior to the Commencement Date, were payable by the Lessee and the Lessee shall not have a right to claim any such amounts back from the Lessor. To the extent that any such amounts remain outstanding by the Lessee as at the Effective Date, the Lessee shall pay such amounts in full within 30 (thirty) days after the Effective Date.

7.1.4 Without derogating from the provisions of this clause 7.1, electricity charges in respect of the utilisation of mast poles shall be billed separately and the Lessor may render to the Lessee a monthly account in respect of the electricity so consumed. Such account is payable no later than the 7th day of each month in arrears and the provisions of clause 6.2.2 shall apply, the necessary changes being made

## 8. **Alterations and additions**

8.1 The Lessee shall not make any repairs, alterations, additions, improvements or renovations to the Premises, whether minor or structural, nor construct or

improve any buildings, structures, fixtures or improvements on the Premises (all of the aforesaid generically referred to as "**Alterations**"), without the prior written consent of the Lessor's Community Services Department in the first instance and the approval of any other departments which are required to approve same by law or in terms of the by-laws, policies or guidelines and decisions of the Lessor from time to time, which consent the Lessor may withhold or make subject to conditions in its sole and absolute discretion.

- 8.2 To the extent that the Lessee embarks on or effects any Alterations during the currency of this Agreement:
- 8.2.1 this shall be done at the sole risk of the Lessee and the Lessor shall have no responsibility in respect thereof;
- 8.2.2 all plans for such Alterations shall be submitted for approval to the Lessor and any other relevant authority (to the extent that submission of plans is required to any other relevant authority), and no construction shall commence on the Premises until the Lessor and the relevant authority (to the extent that approval of plans is required by any other relevant authority) have given their written approvals to the plans;
- 8.2.3 this shall be done in compliance with any law, by-law, ordinance, proclamation, statutory regulation, circular or the conditions of any license, authorisation, permit or consent relating to or affecting such Alterations and/or attending to such Alterations;
- 8.2.4 the Lessee shall be responsible for procuring any finance that it requires for the Alterations;
- 8.2.5 all Alterations shall be done in a professional and workmanlike manner;
- 8.2.6 the Lessee shall ensure that no person has any lien in respect of such Alterations and the contractors, consultants and suppliers waive any liens which they may have in favour of the Lessor and/or the Lessee;
- 8.2.7 the Alterations shall be undertaken in accordance with the approved plans;
- 8.2.8 the Alterations shall be undertaken in accordance with and in compliance with applicable laws, bylaws, regulations and circulars including but not limited to the national building regulations, the operative town planning scheme in force at the

time of such execution and construction (to the extent applicable) and any applicable environmental legislation;

8.2.9 the Lessee is not entitled to claim any compensation from the Lessor for any Alterations or improvements to the Premises; and

8.2.10 all Alterations shall form part of the Premises for the purposes of this Agreement.

8.3 The Lessor shall be entitled to inspect any Alterations or work to ensure that the Lessee complies with its obligations under this clause 8. Without derogating from the foregoing, the Lessor shall be entitled, at its cost, to attend all site and other planning and construction meetings relating to work undertaken in respect of the Alterations and/or to appoint a professional architect or quantity surveyor or other person as its agent to attend such meetings in regard to any such Alterations. The Lessee shall ensure that the Lessor or its agent is given reasonable notification of all such meetings and shall permit the Lessor or such agent to obtain copies of minutes of meetings and other relevant documentation.

8.4 Any Alterations effected with the written consent of the Lessor shall be carried out by suitably qualified persons acceptable to the Lessor and shall, upon termination of this Agreement become the property of and vest in the Lessor without any compensation to the Lessee.

8.5 Without derogating from the provisions of clauses 8.1 and 8.2, the Lessee hereby waives and abandons every right and/or claim which it may have against the Lessor as a result of having made any Alterations or for compensation for any alterations or improvements.

8.6 The Lessee shall not be entitled, either before, during or after the termination of this Agreement, to remove any Alterations without the prior written consent of the Lessor.

8.7 The Lessee shall, within 10 Business Days of being required by the Lessor to do so in writing, remove any Alterations made to the Premises without the prior written consent of the Lessor and the Lessee shall reinstate the Premises to the same condition they were in prior to undertaking such Alterations.

8.8 Upon the termination of this Agreement for any reason whatsoever, the Lessor may, in its absolute discretion, require that the Lessee remove all Alterations made to the Premises and to restore the Premises to the same condition as it

was in at the time the Lessee took occupation. Should the Lessee fail to do so, the Lessor shall be entitled to, without limiting any other rights or remedies the Lessor may have, remove the Alterations and reinstate the Premises, the costs of which shall be for the account of the Lessee.

8.9 The Parties specifically agree that:

8.9.1 any repairs, alterations, additions, improvements or renovations made by or on behalf of the Lessee to the Premises prior to the Effective Date, whether minor or structural; and

8.9.2 any construction or improvement of any buildings, structures, fixtures or improvements done by or on behalf of the Lessee on the Premises prior to the Effective Date,

shall be deemed to be included in the definition of "Alterations" for purposes of this clause 8 and that clauses 8.1 to 8.8 (including, but not limited to, clauses 8.2.1, 8.2.3, 8.2.6, 8.2.8, 8.2.9, 8.2.10, 8.4, 8.5, 8.6, 8.7 and 8.8) shall apply *mutatis mutandis* to any of the aforesaid.

## 9. Sub-letting

9.1 No sub-letting will be allowed without written permission by the Lessor.

## 10. Obligations of the Lessee

### 10.1 General

10.1.1 The Lessee shall manage the Premises and ensure that the Activities are held at the Premises and that the Premises are accessible to the general community for sport and recreational purposes and community activities, as per the definition of the activities or as approved by the Lessor from time to time. The Lessee shall regularly arrange and run programmes for the benefit of the community, as approved by the Municipality from time to time.

10.1.2 The Lessee shall open a bank account and adopt a constitution, approved by the municipality within 3 months of signature of this lease agreement. The Lessee's constitution shall, inter alia, be in line with the National Government and Municipality's plans for Sport and Recreation management and deal with democratic election of its board and ensure representation on that board from all relevant community structures.

- 10.1.3 The Lessee shall notify the Lessor of any proposed change of control of the Lessee or amendment to its constitution. The Lessor shall in its sole discretion either consent to such changes or cancel the Agreement once it is aware of such changes. If such changes are made without the consent of the Lessor, the Lessor may cancel the Agreement, in its sole discretion when it becomes aware of the changes.
- 10.1.4 The Area Sports Councils as co-lessee shall be affiliated to the SSRA or similar umbrella body in the Stellenbosch area, pay their affiliation fees and adhere to its rules and guidelines and regularly attend its meetings and otherwise be a member of good standing.
- 10.1.5 For the duration of this Agreement, the Lessee shall, to the reasonable satisfaction of the Lessor and at the Lessee' sole cost, care for and maintain the Premises and the Buildings (including without limitation the entire interior of the Buildings, ceilings, walls and floors as well as all equipment and appurtenances in or on the Premises or the Buildings), in good order and repair and in a clean and sanitary condition and, without derogating from the generality of the foregoing, shall:
- 10.1.5.1 maintain in good order the interior of the Premises and the Buildings;
- 10.1.5.2 maintain in good order the electrical installations in and on the Premises and in the Buildings;
- 10.1.5.3 maintain in good order the drainage and sanitary works in and on the Premises and in the Buildings;
- 10.1.5.4 maintain in good order the thermostats, ventilating and air-conditioning appliances in and on the Premises and in the Buildings;
- 10.1.5.5 maintain in good order the carpeting, partitions and other fixtures and fittings in and on the Premises and in the Buildings;
- 10.1.5.6 maintain in good order and replace, as required, all fluorescent tubes, bulbs, starters, ballasts, choking coils, incandescent bulbs, any floor covering, tile or telephone outlets, electric lamps, broken, damages or cracked doors, ceilings, partitions, plate glass, window and door panels, and any other equipment or appurtenances in or on the Premises and in the Buildings;

- 10.1.5.7 replace all windows or glass which may be damaged or broken;
- 10.1.5.8 do any painting which may be necessary from time to time to the Premises or the Buildings.
- 10.1.6 For the duration of this Agreement, the Lessee shall not:
- 10.1.6.1 use the Premises for any purpose other than for the conducting of the Activities or use the Premises outside of the hours set out in the Schedule hereto, without the written consent of the Lessor's Manager: Community Services which consent may be given subject to certain conditions;
- 10.1.6.2 allow or cause any obstruction or blockage of sewerage pipes, water taps, water pipes or drains within the Premises and shall use its best endeavours to maintain same free of any such obstruction or blockage;
- 10.1.6.3 obstruct, whether temporarily or permanently, any part of the Premises;
- 10.1.6.4 alter, interfere with or overload any of the electrical installations in or on the Premises or the Buildings;
- 10.1.6.5 without the Lessor's prior written consent which consent shall not be unreasonably withheld, store, harbour or use or permit the storage, harbouring or use in or on the Premises or the Buildings of any goods, chattels, furniture, fixtures or effects which are subject to any hire purchase or lease agreement or which are not the property of the Lessee;
- 10.1.6.6 make any connection to the electrical system in or on the Premises or the Buildings except at the power or lighting points provided by the Lessor;
- 10.1.6.7 accumulate or permit the accumulation of refuse on or outside the Premises or the Buildings save in any refuse bins provided for the purpose.
- 10.1.7 The Lessee shall not bring into or place in the buildings or in or on the Premises any items that shall compromise the integrity of the Buildings or the Premises or any portion thereof, without the prior written approval of the Lessor.
- 10.1.8 The Lessee shall be liable to the Lessor for and shall pay on written demand all costs incurred by the Lessor in repairing any damage to the Buildings and/or the Premises caused by the Lessee, or its respective employees, agents, sub-lessee, customers or invitees.

- 10.1.9 The Lessee shall not perform or commit or permit to be performed or committed, any unlawful act, disturbance or nuisance at the Premises whether they or other persons at the Premises, whether by invitation or not, cause such a disturbance or nuisance. The Lessee shall prevent any unlawful act; nuisance or disturbance being performed or caused at or from the Premises.
- 10.1.10 The Lessor shall not cause or permit to be caused any anti-social behaviour at the Premises, such as acting in a manner that caused or was likely to cause harassment, alarm or distress to one or more persons including but not limited to alcohol, drug and substance misuse and dealing, illegal possession of firearms, intimidation, harassment, gangsterism and vandalism, whether they or other persons at the Premises, whether by invitation or not, cause such anti-social behaviour.
- 10.1.11 The Lessee undertakes to ensure that they, their members and any other persons at the Premises, whether by invitation or not, for whose conduct the Lessee shall be responsible, shall at all times conduct themselves in a decent quiet and orderly manner so as not to disturb the ordinary comfort, convenience, peace and quiet or adversely affect the health and safety of other persons.
- 10.1.12 The Lessee is prohibited from selling, supplying, storing, possessing or distributing any liquor (save with an appropriate liquor licence) or narcotic substances at or from the Property or allowing or failing to prevent other persons from doing so.
- 10.1.13 **Compliance with the Rules**
- 10.1.14 The Rules shall be deemed to form part of and to be incorporated in this Agreement and the Lessee shall be obliged to strictly comply with same.
- 10.1.15 **Compliance with laws**
- 10.1.16 The Lessee and its respective employees, agents, sub-lessee, representatives and invitees shall at all times comply with and shall for the duration of this Agreement not contravene or permit the contravention of:

- 10.1.16.1 any law, by-law, ordinance, proclamation, statutory regulation, circular or the conditions of any license, authorisation, permit or consent relating to or affecting the operation or use of the Premises and the Buildings;
- 10.1.16.2 any law, by-law, ordinance, proclamation, statutory regulation or circular which the Lessor is required to observe by virtue of the Lessor's ownership of the Premises and/or the Buildings or by virtue of the control over or operation of the Premises and/or the Buildings;
- 10.1.16.3 any law, by-law, policy, ordinance, proclamation, statutory regulation, circular or the conditions of any license, authorisation, permit or consent or a decision of the Lessor's Council relating to or affecting the conducting of the Activities;
- 10.1.16.4 the conditions incorporated in and/or noted on the title deeds of the property on which the Premises is situated or the conditions of establishment of the township in which the Premises is situated;
- 10.1.16.5 the Rules as determined by the Lessor;
- 10.1.16.6 without derogating from the generality of the foregoing:
  - 10.1.16.6.1 customs and excise laws, laws relating to occupational health and safety, immigration and labour laws as well as any tax laws;
  - 10.1.16.6.2 the Liquor Act 59 of 2003;
  - 10.1.16.6.3 the Regulation of Gatherings Act, 205 of 1993; and
  - 10.1.16.6.4 the Occupational Health & Safety Act, 85 of 1993.



- 10.1.16.6.5 the Safety at Sports and Recreational Events Act, 2 of 2010.
- 10.1.16.6.6 The National Sport and Recreation Act 110 of 1998.
- 10.1.16.6.7 The Noise Regulations promulgated under the Environmental Conservation Act No 73 of 1989.
- 10.1.16.6.8 The Municipal Finance Management Act and its regulations, in particular the Asset Transfer Regulations.
- 10.1.16.6.9 All relevant by-laws and polices of the Lessor.

## 10.2 Licenses, authorisations, permits and consents

The Lessee shall obtain and maintain for the duration of this Agreement any and all licenses, authorisations, permits, certificates, exemptions, categorisation and consents necessary or required to enable them to conduct the Activities on the Premises lawfully and in accordance with any and all applicable laws, by-laws, ordinances, proclamations, statutory regulations or circulars.

## 10.3 Signage

- 10.3.1 The Lessee shall not be entitled to exhibit any signboards, neon signs, nameplates, advertisements or the like (referred to as "**Signs**") on the Premises or anywhere in or on the Buildings without the prior written approval of the Lessor.

## 10.4 Right of entry for inspection and inspection at the commencement and termination of the lease.

- 10.4.1 The Lessor and Lessee shall on or near the commencement date of this agreement jointly inspect the Premises and note, in writing any defects or damages. If the Lessee was in possession of the Premises when such damages occurred, they shall be responsible for repairing or replacing any damaged items or areas. Should the Lessee fail, on notice by the Lessor to attend such inspection, the Lessor shall conduct such inspection and note the defects or damages.
- 10.4.2 The Lessor and Lessee shall on or near the termination date of this agreement jointly inspect the Premises and note, in writing any defects or damages. The Lessee shall be responsible for repairing or replacing any damaged items or

areas. Should the Lessee fail, on notice by the Lessor to attend such inspection, the Lessor shall conduct such inspection and note the defects or damages.

#### 10.5 **Security**

The Lessor shall be responsible to arrange for and provide adequate security for the Premises and Buildings.

#### 10.6 **Accounting and reporting**

10.6.1 The Lessee shall submit an annual financial report, together with its annual financial statements, prepared by an accountant or auditor, to the Lessor in a form acceptable to the Lessor which financial report must *inter alia* contain details of all the income generated and expenditure incurred together with substantiating documents and vouchers.

10.6.2 In addition and without derogating from the obligation of the Lessee in 10.6.1, the Lessee shall on a monthly basis furnish the Lessor with a report detailing all the income generated for the previous month together with proof thereof as well as all expenditure incurred together with vouchers.

#### 10.7 **Sports development**

10.7.1 As part of the Activities, the Lessee shall develop priority sports as identified by the National, Provincial and local government departments responsible for sport from time to time, which are appropriate to the Premises and the local community and enhance sport and recreation development as set out in the National and the Lessor's Sport and Recreation Plan. The Lessee shall provide annual figures and proof of such development activities to the Lessor.

10.7.2 The Lessee shall in co-operation with the Lessor provide for and implement various programmes for sport development.

10.7.3 The Lessee must develop and hold outreach programmes for the community it serves in.

10.7.4 The Lessee shall, provided the Lessor gives them reasonable notice and it does not interfere with their fixtures, allow the Lessor to use the Premises for its and the Province's own development teams or sport and recreation activities or Events or municipal purposes, free of charge.

## 11. General obligations of the Lessor

For the duration of this Agreement, the Lessor shall:

- 11.1 be responsible for the maintenance and repair of the electrical, water, sewerage and other installations outside the Premises ("**the Installations**");
- 11.2 not be liable to the Lessee (or any of them) for any delay or failure by it to maintain or repair any of the Installations or for any loss, whether direct, indirect, and consequential or otherwise that may arise therefrom;
- 11.3 be responsible for the required maintenance pertaining to any sport and other fields on the Premises, which shall be limited to:
  - 11.3.1 cutting of grass;
  - 11.3.2 demarcation of playing surfaces; and
  - 11.3.3 irrigation of playing and other surfaces.
- 11.4 be responsible for the maintenance and repair to the exterior of the building.
- 11.5 not be liable to the Lessee (or any of them) for any delay or failure by it to maintain or repair the exterior of the building or for any loss, whether direct, indirect, and consequential or otherwise that may arise therefrom;

## 12. Damage or destruction of the Premises

- 12.1 Should the Premises be destroyed or damaged to such an extent that the Premises are, in the opinion of the Lessor, rendered untenable, then the Lessor or the Lessee shall be entitled to cancel this Agreement on reasonable notice given the circumstances. Neither Party shall have any claim against the other arising from such cancellation.
- 12.2 Should the Premises be damaged to such an extent that the Premises are, in the sole opinion of the Lessor, not rendered tenantable, then:
  - 12.2.1 this Agreement may not be cancelled;
  - 12.2.2 the Lessor shall, at its cost and expense, repair the damaged or destroyed portion of the Premises as soon as may be reasonably practicable in the circumstances;

**13. Liability, indemnity and insurance**

- 13.1 The Lessor shall, at all times during the currency of this Agreement, be entitled to provide insurance cover from an insurer or underwriter selected by it for such risks as the Lessor, in its sole discretion, shall determine in respect of the Premises, in such amount as the Lessor considers to be sufficient. The provisions of this clause shall, in no way, limit the other indemnities given by the Lessee in terms of this Agreement.
- 13.2 The Lessor shall not be liable to the Lessee or its respective employees, agents, mandatories, sub-lessee, customers and/or invitees for any death, injury, accident, loss or damage, including costs or charges, (whether direct, indirect, consequential or otherwise), which may be sustained by them or any one of them in or upon the Premises and/or the Buildings or caused to any of them or their property unless same is attributable to the gross negligence or wilful misconduct of the Lessor.
- 13.3 The Lessee shall be solely responsible and liable for all damages (whether direct, indirect, consequential or otherwise) and costs suffered by any person arising from or caused by the Lessee or any of its respective employees, agents, mandatories, sub-lessee, customers and/or invitees or third parties who attend on the Premises, and the Lessee indemnifies the Lessor accordingly.
- 13.4 Should the Lessee, at any time, park any vehicles or store or bring any property anywhere at the Premises, same shall be so parked or brought or left on the Premises at the Lessee' sole risk and expense and no liability of any nature whatsoever shall accrue to the Lessor for any loss or damage that may be sustained by the Lessee in respect of such vehicles howsoever such loss or damage may be occasioned.
- 13.5 The Lessee indemnifies the Lessor against any claim, liability, loss, proceedings, expense and/or costs of whatsoever nature which may be made or brought against the Lessor by the Lessee or any employee, agent, mandatories, sub-lessee, customer and/or invitee of the Lessee in respect of any loss or damage to property or injury or death which may be suffered by them or any one of them howsoever such loss, damage, injury or death may have been occasioned. The Lessee furthermore indemnifies the Lessor against any claim, liability, loss, proceedings, expense and/or costs of whatsoever nature which may be made or brought against the Lessor by any third party (whether for loss of or damage to

property or injury or death) and which arises from or is in connection with any act or omission of the Lessee or any of its employees, agent, mandataries, sub-lessee, customers and/or invitees or any breach by the Lessee of its obligations under this Agreement, to the extent that such claim, liability, loss, proceedings, expense and/or costs does not result from the gross negligence or wilful misconduct of the Lessor.

- 13.6 The Lessee shall not have a claim against the Lessor of whatever nature whether for cancellation of this Agreement, damages, remission of Rental or otherwise, by reason of:
- 13.6.1 any loss, liability, damage, including damage to the Lessee's property or the property of any other person kept at the Premises and/or the Buildings, or expense suffered by any person being as a result of or attributable to the use by the Lessee of the Premises and the Buildings and/or the conduct by the Lessee of the Activities;
  - 13.6.2 any loss of life and/or injury to persons and/or damage to property caused to or sustained by or occurring in respect of the Lessee on or in the Premises and/or the Buildings;
  - 13.6.3 the condition or state of repair at any time of the Premises and/or the Buildings;
  - 13.6.4 any breakdown of, or interruption in the operation of the Premises and/or the Buildings or any machinery, plant, equipment, installation or system situated in or on or serving the Premises and/or the Buildings; and/or
  - 13.6.5 any interruption of or interference with the enjoyment of the Premises and/or Buildings or any part thereof caused by any building operations or other works to or on the Premises and/or the Buildings, or caused otherwise.
- 13.7 The Lessee shall not, at any time, bring, keep or use or allow to be brought into, kept or used on or in the Premises or the Buildings, nor suffer to be done or carried on or into the Premises or the Buildings by any of its respective employees or agents, any flammable or combustible substances or items or anything whereby the fire or other insurance cover pertaining to the Premises or the Buildings may be or become void or voidable or whereby premiums in respect of any such insurance may be increased or as a result of which any claim against the relevant insurer in terms of such insurance cover may be lawfully repudiated by the relevant insurer. Furthermore, the Lessee shall not, at any time, do

anything or allow anything to be done, on or in the Premises or the Buildings, nor suffer to be done on or in the Premises or the Buildings, by any of its respective employees or agents, anything whereby any insurance cover pertaining to the Premises and/or the Buildings may be or become void or voidable or whereby premiums in respect of any such insurance may be increased or as a result of which any claim against the relevant insurer in terms of such insurance cover may be lawfully repudiated by the relevant insurer.

- 13.8 If, as a result of non-compliance by the Lessee with its obligations under clause 13, the premiums payable by the Lessor in respect of its insurance are increased, the Lessor shall, without prejudice to any of its other rights in terms of this Agreement, be entitled to recover the amount from the Lessee on demand.
- 13.9 The Lessee shall, on written demand by the Lessor, produce copies of the insurance policies contemplated in clause **Error! Reference source not found.** and of proof to the satisfaction of the Lessor of the payment by the Lessee of the relevant premiums on due date.
- 13.10 The insurance to be obtained by the Lessee, shall be limited to insurance for the interior of the building and its contents and for any items brought on or stored at the Premises.

#### 14. **Termination of this Agreement**

- 14.1 Upon the Termination Date or such earlier date as this Agreement terminates or expires for whatever reason, the Lessee shall:
- 14.1.1 vacate the Premises; and
- 14.1.2 tender return of the Premises to the Lessor in the same good order and condition in which it existed on the Commencement Date, fair wear and tear only excepted, subject to any contrary provisions contained in clause 8.
- 14.1.3 Should it not be returned in the same good order and condition, the Lessee shall be responsible for all costs in so restoring it.
- 14.1.4 The Lessor may terminate this Agreement on three (3) months' notice to the Lessee.

- 14.1.5 Should the Premises be misused by the Lessor or not used for a period of one month or should the Lessor require it for operational purposes, the Lessor may, on one (1) month's written notice, terminate the Agreement.

## 15. Cancellation

15.1 In the event that:

15.1.1 the Lessee fails to effect payment of the Rental or any other amount due by it in terms of this Agreement on due date and fails to remedy such breach within 14 (fourteen) Business Days of having been required in writing to do so;

15.1.2 the Lessee breaches any other provision of this Agreement and fails to remedy such breach within 14 (fourteen) Business Days of having been notified in writing to do so;

15.1.3 the Lessee has an order granted against or in respect of it, in terms of which the Lessee is sought to be provisionally or finally wound up, liquidated, dissolved or has any equivalent application or proceedings brought against it in terms of any equivalent applicable legislation;

15.1.4 the Lessee commits an act which, if committed by a natural person, would constitute an "act of insolvency" as defined in the Insolvency Act, 24 of 1936;

15.1.5 the Lessee effects a general compromise or any other arrangement with its creditors other than a solvent reconstruction;

15.1.6 any final judgment of any court or arbitration award against the Lessee remains unsatisfied for a period of 10 (ten) Business Days after it has been granted against the Lessee and for the purposes of this sub-paragraph, a final judgment means a judgment:

15.1.6.1 which is not appealable; or

15.1.6.2 which is appealable but in respect of which the period for the lodging of an appeal has lapsed and the Lessee has failed to institute appeal proceedings; or

15.1.6.3 which is not capable of rescission; or

15.1.6.4 which is capable of rescission but in respect of which the period for applying for rescission has lapsed and the Lessee has failed to apply for rescission or the

Lessee has applied for rescission of such judgment and the application for rescission has been denied;

- 15.1.7 the Lessee defaults in respect of any other agreement entered into by it with the Lessor which results in the Lessor having a right to cancel such agreement.

the Lessor shall be entitled, but not obliged, notwithstanding any previous waiver or anything to the contrary herein contained and in addition to any other legal remedies it may have, either:

- 15.1.8 to cancel this Agreement forthwith, evict the Lessee from the Premises and recover from the Lessee any damages suffered by the Lessor as well as all amounts which became due for payment by the Lessee in terms of this Agreement prior to the date of such cancellation; or alternatively

- 15.1.9 to cancel this Agreement but permit the Lessee to remain in occupation of the Premises as a monthly tenant on the basis that the tenancy will be terminable by the Lessor (but not by the Lessee) on one month's written notice to the Lessee but subject otherwise to all the terms and conditions of this Agreement, the necessary changes being made.

- 15.2 In addition to any other legal remedies it may have, the Lessor may immediately and on written notice to the Lessee, cancel this Agreement without any compensation to the Lessee if:

- 15.2.1 this Agreement is rendered invalid and unenforceable by any order of court or applicable statute or regulation; or

- 15.2.2 in accordance with clauses 15.1.1 or 15.1.2, the Lessee has rectified a breach on two occasions during the preceding 12 (twelve) month period and commits a further breach of this Agreement.

- 15.3 Should the Lessor cancel this Agreement and the Lessee disputes the Lessor's right to so cancel and remain in occupation of the Premises:

- 15.3.1 the Lessee shall, pending the determination of such dispute in terms of the provisions of clause **Error! Reference source not found.**, continue to pay on due date to the Lessor all amounts which would have been payable by it under this Agreement had such cancellation not occurred;



- 15.3.2 the Lessor shall be entitled to accept and recover such payments and the acceptance and recovery of same shall be without prejudice to and shall not, in any way, affect the Lessor's right to the cancellation then in dispute; and
- 15.3.3 the Lessor's right to claim damages suffered by it as a result of the breach of the Lessee shall not be affected.

## 16. Miscellaneous matters

### 16.1 Addresses for service of legal documents

- 16.1.1 For the purposes of serving any documents in connection with any legal proceedings relating to this Agreement, (ie, their *domicilia citandi et executandi*), the Parties choose the addresses set out in **Error! Reference source not found.**
- 16.1.2 A Party may change that Party's address for this purpose to another physical address in the Republic of South Africa, by notice in writing to the other Party.

### 16.2 Interest on arrears

In the event that any amount due and owing by the Lessee to the Lessor under this Agreement is not paid promptly on due date, then such overdue amount shall, without prejudice to any other rights or remedies which may vest in the Lessor, attract interest at the prime rate plus 3%, from due date to date of payment.[•] For the purposes of this clause, "*prime rate*" means the rate of interest (nominal annual compounded monthly in arrears) from time to time published by Absa Bank Limited as its prime overdraft lending rate (a certificate from any manager of that bank, whose appointment or authority need not be proved, as to the prime rate at any time and the usual way in which it is calculated and compounded at such time shall, in the absence of manifest or clerical error, be final and binding on the Parties).

### 16.3 Cession

The Lessee shall not be entitled to cede, assign or otherwise transfer any of its rights or obligations under this Agreement without the prior written consent of the Lessor.

16.4 **Prohibition against deduction or set-off**

The Lessee shall not be entitled to deduct or set-off any amounts it may allege is owing to it by the Lessor from whatsoever cause arising, from or against, such amounts as are due by the Lessee to the Lessor in terms of this Agreement.

16.5 **No stipulation for the benefit of a third person**

No provision of this Agreement constitutes a stipulation for the benefit of a third person (ie a *stipulatio alteri*) which, if accepted by the person, would bind any Party in favour of that person.

16.6 **Entire agreement**

This Agreement contains all the express provisions agreed on by the Parties with regard to the subject matter of the Agreement and the Parties waive the right to rely on any alleged express provision not contained in the Agreement.

16.7 **Variation, cancellation and waiver**

No varying, adding to, deleting from or cancelling of this Agreement and no waiver of any right under this Agreement, shall be effective unless reduced to writing and signed by or on behalf of the Parties.

The Schedule shall be varied from time to time should the terms thereof be amended by agreement in writing by parties or if they change from time to time as provided for in this Agreement.

The Rules shall be varied from time to time in the sole discretion of the Lessor.

16.8 **Costs**

16.8.1 Each Party shall bear its own costs incurred in respect of the drafting, preparation, negotiation and finalisation of this Agreement.

16.8.2 Subject to the provisions of clauses **Error! Reference source not found.**, **Error! Reference source not found.** and **Error! Reference source not found.**, the Lessee shall be responsible for all costs, charges and expenses of whatsoever nature which may be incurred by the Lessor in enforcing its rights in terms hereof, including, without limitation, legal costs on the scale as between attorney and own client and collection commission, irrespective of whether any action has been instituted against the Lessee or not.

Signed at \_\_\_\_\_ on \_\_\_\_\_ 2016

**Witnesses** for **STELLENBOSCH MUNICIPALITY**

1. ....  
.....  
duly authorised and warranting such authority

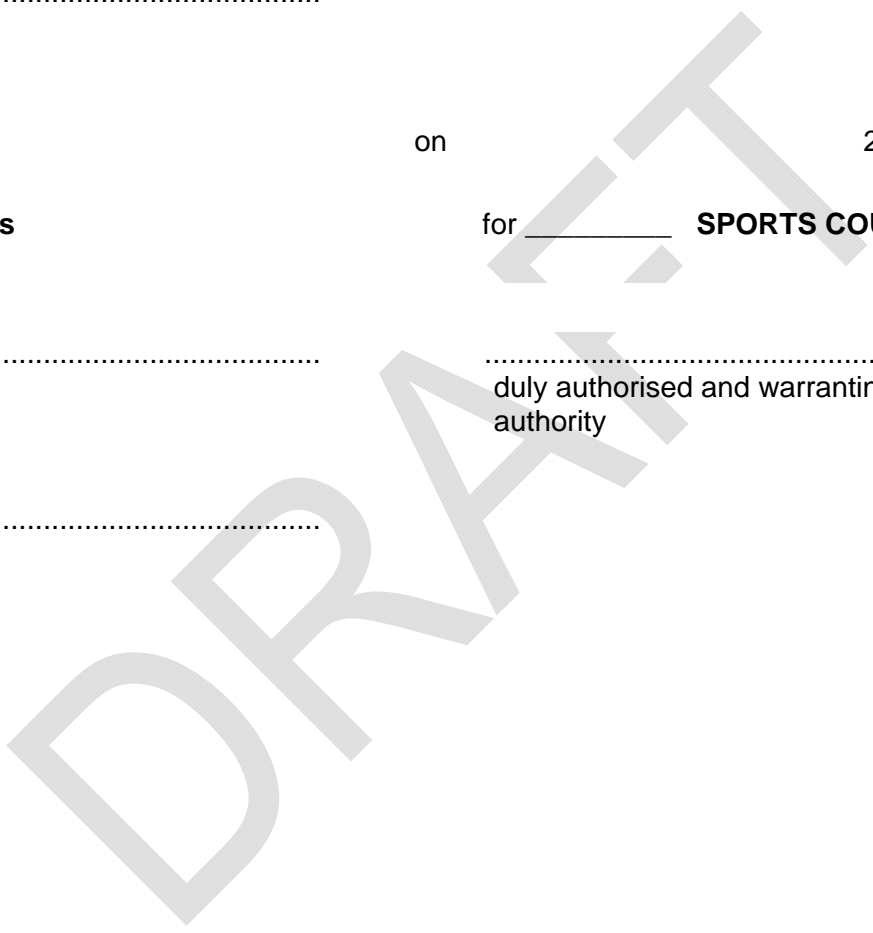
2. ....

Signed at \_\_\_\_\_ on \_\_\_\_\_ 2016

**Witnesses** for \_\_\_\_\_ **SPORTS COUNCIL**

1. ....  
.....  
duly authorised and warranting such authority

2. ....



## **Annexure 1**

### **Description of Activities**

#### **1. Activities to be conducted by the Lessees on the Premises**

The Lessee is to conduct the following activities on the Premises

Sport and Recreational Activities, as envisaged in the National Sport and Recreation Plan (2012), which are accessible to the community and which promote sport and recreation, the development, upskilling and education of sport and recreation and of the community in general and are suitable to be carried out on the sport's fields and in the buildings at the Premises and related activities.

The above list of activities may be amended or supplemented from time to time by agreement in writing between the Parties;

and any related activities.

**Annexure 2**

**SCHEDULE**

**1. Lessor**

MUNICIPALITY OF STELLENBOSCH

**2. Lessee**

STELLENBOSCH SPORT AND RECREATIONAL ASSOCIATION (SSRA)  
and  
INSERT AREA SPORT COUNCIL NAME

**3. Lease Period**

9 YEAR, 11 MONTHS FROM COMMENCEMENT DATE

**4. Commencement date**

INSERT COMMENCEMENT DATE

**5. Termination date**

INSERT TERMINATION DATE

**6. The Premises**

INSERT DESCRIPTION OF THE PREMISES INCLUDING ERF NUMBER AND  
BASIC DESCRIPTION OF THE INFRASTRUCTURE AS DEFINED AS THE  
SPECIFIC SPORT GROUNDS

**7. Zoning of Premises**

USE FOR SPORT AND RECREATIONAL ACTIVITIES. [Refer to specific zoning  
as per municipal zoning]

AS EVENT SITE FOR COMMUNITY AND SPORT ACTIVITIES

USE FOR THE SOCIAL DEVELOPMENT OF COMMUNITIES THROUGH  
SPORT AND RECREATIONAL ACTIVITIES

WHERE APPLICABLE ALSO FOR CONSUMPTION OF ALCOHOL AS PER  
LICENCE

**8. Times that activities or other approved events may be held at the Premises,  
unless consent is granted in writing by the Lessor for holding of the  
activities or other approved events**

DEPENDS ON SPECIFIC PROCLAMATIONS PER SITE

**9. Rental**

THE ANNUAL RENTAL FEE IS  
THREE THOUSAND RAND (R3 000.00) PER YEAR PAYABLE ON THE LAST  
DAY OF THE FINANCIAL YEAR OF THE MUNICIPALITY OF STELLENBOSCH  
ENDING JUNE ANNUALLY.

FOR THREE (3) YEARS FROM COMMENCEMENT DATE WITH AN ANNUAL  
ESCALATION AT SIX PERCENT (6%) PER ANNUM.

AFTER THREE YEARS THE RENTAL FEE WILL BE REVIEWED ACCORDING  
TO THE FINANCIAL STATUS OF THE SPORTS COUNCIL AND THE STATUS  
OF THE INFRASTRUCTURE THAT HAS BEEN DEVELOPED ON THE SPORT  
GROUNDS.

**10. Lessor's bank account details**

[INSERT BANK DETAILS HERE]

**11. Insurance cover amount**

[TO BE DETERMINED BY MUNICIPAL PROPERTY MANAGEMENT]

DRAFT

# UNDERSTANDING THE SPORT FACILITY MANAGEMENT PLAN

A discussion document for the understanding and further refinement of the current proposed Sport Facility Management Plan

Compiled by:  
Pierre J Venter  
On behalf of the Department of Sport and Facility Management



Developed for the Department Sport and Facility Management  
Municipality of Stellenbosch

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VERSION 2 (7 DECEMBER 2015)

## PURPOSE OF THIS WORKING DOCUMENT

The municipality is currently reviewing the proposed Sport Facility Management Plan (SFMP) and is working on an implementation strategy to enable agreements between the different sport councils and the municipality.

This document aims to clarify main concepts in the SFMP and to address critical issues that have arisen during the development of the current plan. It also aims to align with the National Sport and Recreation Plan (© SRSA 2012).

This is a working document for use in discussions and strategizing and does not imply current policy or reflect the views of the Department of Sport and Facility Management, the Municipality of Stellenbosch or stakeholders as identified in the document. It aims to create perspective and to clarify current views as expressed in the SFMP and will assist the Department of Sport and Facility Management, the Municipality of Stellenbosch and the Sport Councils of greater Stellenbosch in making the appropriate decision in adopting the proposed SFMP.

The information contained in this document may not be used without permission of the Department of Sport and Facility Management.

*For further information please contact*

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Sport and Facility Management  
Municipality of Stellenbosch  
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# NOTES

# OVERVIEW OF THE SPORT FACILITY MANAGEMENT PLAN

A description of the current proposed SFMP and clarifying current concepts, models and issues within the SFMP



## THE STATUS QUO<sup>1</sup>

The current Sport Facility Management Plan as tabled to the Municipal Council contains the following elements and views<sup>2</sup>:

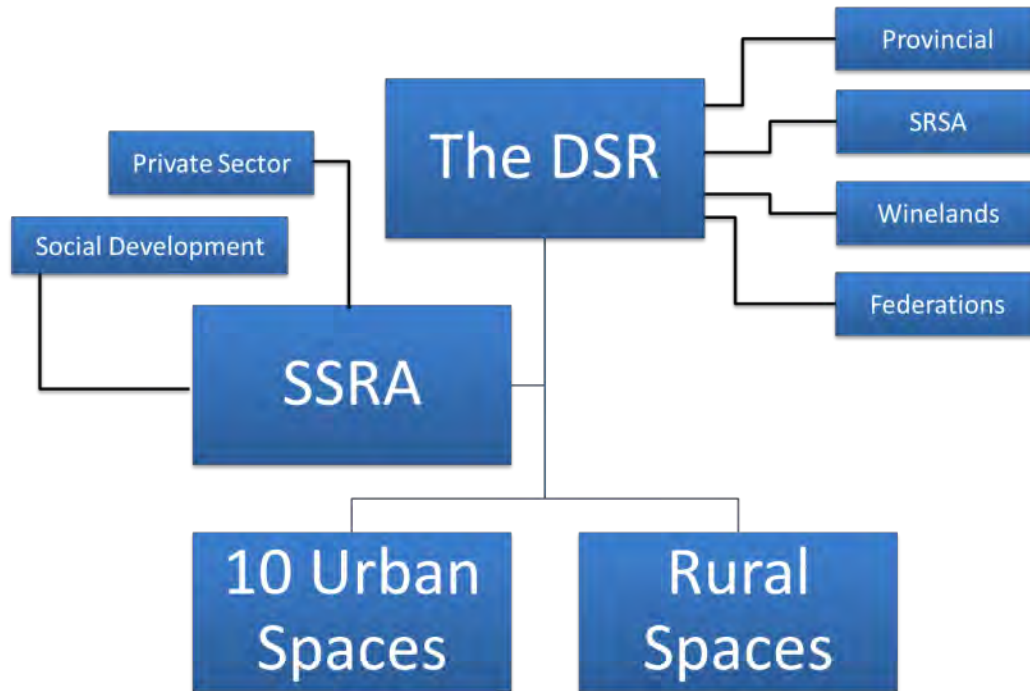


Diagram 1: Proposed organogram for the SFMP

### Remarks and comments

- The name of the department at the time of the tabling of the plan was envisioned to be called the Department of Sport and Recreation. It is currently the Department of Sport and Facility Management.
- The SSRA would play a consultative role according to the organogram.
- The Municipality will create lease agreements directly with the urban spaces according to the organogram.
- The organogram and description also differs currently in the plan which creates some confusion.
- The role of the SSRA is to interact with the Private Sector and facilitate funding.
- The Federations will work with the department for the development of sport.

<sup>1</sup> This is based on the plan as tabled in 2012 by Mr Gerald Esau. *Reference SFMP\_V2012.*

<sup>2</sup> A previous version was in tabled in 2011 and refined and tabled in 2012. The current plan was proposed before the NSRP and current Transformation Charter for Sport was accepted in 2012/13. It therefore does not include the new stipulations and expectations of these strategic documents. *Reference SFMP\_V2011; NSRP and Transformation Charter for Sport*

Comparison of Roles and Responsibilities	
Department	SSRA
<ul style="list-style-type: none"> <li>The DSR will be <b><i>directly involved as the Governance and management</i></b> organization for the spaces for sport</li> <li>The <b><i>SSRA becomes an advisory and oversight board for the DSR</i></b> which will interact with the private sector for funding purposes and also to coordinate, advise and provide a communication channel to the municipal department of Social Development</li> <li>The DSR will also directly <b><i>interact with the district, provincial and national departments of sport as well as the Federations</i></b>. This interaction is to enable the DSR to identify the needs of the sporting codes as well as to implement the strategies as developed within the three spheres of government.</li> <li>The DSR will divide spaces for sport into urban and rural. The <b><i>urban spaces will be developed into sustainable and financially viable structures</i></b>. The <b><i>rural spaces will be developed by assisting current tenants</i></b> of municipal property in developing spaces for sport.</li> </ul>	<ul style="list-style-type: none"> <li><b><i>Facilitate sports development</i></b> on municipal fields in WCO24</li> <li>Facilitate the <b><i>hosting of major sports events</i></b> in the Greater Stellenbosch</li> <li><b><i>Recognition of sports achievements</i></b> in WCO24 in collaboration with the Department Community Services and the Mayor's office</li> <li><b><i>Financial management</i></b></li> <li><b><i>Management of lease agreement within the WCO24</i></b></li> <li><b><i>Management of non-performance of sports councils</i></b> in collaboration with the municipality</li> <li>Submit <b><i>quarterly management reports</i></b> of all sport stadiums</li> <li><b><i>Honorarium fee</i></b> of R800.00 for the chairperson, R500.00 for the secretary and R500.00 for the Promotion official / Events organiser (monthly)</li> <li>The SSRA may with permission of the Stellenbosch Municipality <b><i>negotiate and apply for funding to upgrade and establish new facilities</i></b> and for Sports Development.</li> </ul>

Table 1: A comparison of the Roles and Responsibilities of Department and SSRA

**Remarks:**

- Italics are for emphasis and not stated so in the tabled plan.
- The municipality will form agreements with tenants of current spaces to govern and operate these spaces in a joint agreement.
- The SSRA is an advisory and oversight board for the municipality. *De facto this implies that the SSRA operates as monitoring and oversight not management and control of agreements and spaces.*
- Financial management will be given to the SSRA. This is *contra* statement of the role of the Department.
- An honorarium is currently paid as a monthly salary by the municipality to the executive. They are therefore in employment of the municipality.

Comparison of the functions	
Department	SSRA Executive
<p>The DSR will focus on the following functions in sport development:</p> <ul style="list-style-type: none"> <li>• <b>Development of spaces</b> for sport</li> <li>• <b>Providing funding and skills</b> in maintaining the spaces for sport</li> <li>• <b>Improving accessibility</b> of spaces for sport to the communities it serves</li> <li>• Expanding into all areas and regions within the municipal area. <b>The DSR will be directly involved as the Governance and management organization for the spaces</b> for sport</li> <li>• The <b>SSRA becomes an Advisory and Oversight Board for the DSR</b> which will interact with the Private Sector for funding purposes and also to coordinate, advise and provide a communication channel to the municipal department of Social Development</li> <li>• The <b>DSR will also directly interact with the district, provincial and national departments of sport as well as the Federations.</b> This interaction is to enable the DSR to identify the needs of the sporting codes as well as to implement the strategies as developed within the three spheres of government.</li> <li>• The <b>DSR will divide spaces for sport into urban and rural.</b> The urban spaces will be developed into sustainable and financially viable structures. The rural spaces will be developed by assisting current tenants of municipal property in developing spaces for sport.</li> </ul>	<p><b>Chairperson:</b></p> <ul style="list-style-type: none"> <li>• Arrange and chair meetings</li> <li>• <b>Oversee that all executive members submit reports monthly or as request</b></li> <li>• Chair accordingly as stated in the SSRA constitution</li> <li>• Acts as the official spokesperson of SSRA</li> <li>• Support and liaise with the DSR</li> <li>• Control, coordinates and/or advice on the activities of the office bearers</li> </ul> <p><b>Facility inspector:</b></p> <ul style="list-style-type: none"> <li>• <b>Perform monthly inspection</b> of on all sports grounds in the WC0 24.</li> <li>• <b>Submit written inspection reports</b> to the Department Community Services.</li> <li>• <b>Make recommendation to the SSRA</b> and the Department Community Services on the non-compliance of Sport Councils.</li> <li>• <b>Follow-up on work orders and commitments</b> made as per discussion in the SSRA meetings.</li> <li>• <b>Ensure that all events are in compliance with the OHS and Events Act,</b> and that all events applications are submitted both to the SSRA and Stellenbosch Municipality.</li> </ul> <p><b>Secretary:</b></p> <ul style="list-style-type: none"> <li>• <b>NO SPECIFIC FUNCTION INDICATED</b></li> </ul> <p><b>Treasurer:</b></p> <ul style="list-style-type: none"> <li>• <b>Manage the finance and the administration</b> on behalf of the SSRA. <b>Submit monthly financial statements of the SSRA and the Sport Councils.</b> Ensure that all Sports Councils submit audited financial statements from registered financial institutions. All annual financial reports to be submitted by the end of March of each year to the Stellenbosch Municipality.</li> </ul> <p><b>Promotion official / Events organizer:</b></p> <ul style="list-style-type: none"> <li>• <b>Ensure that all events are in compliance with the OHS and Events Act,</b> and that all events applications are submitted both to the SSRA and Stellenbosch Municipality.</li> </ul> <p><b>Municipal Official:</b></p> <ul style="list-style-type: none"> <li>• <b>The official will perform an oversight role in the meetings and provide guidance in the implementation of the lease agreements and the normal procedure of the meetings.</b> Will provide feedback to the SSRA and the Sport Councils on a monthly basis on capital and operational projects.</li> </ul>

	The official will update the SSRA on the developments pertaining to sports and infrastructure upgrades. The official will support the Secretary with minute taking and finalize a report to the Standing Committee of Community Services.
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Table 2: Comparison of the functions

**Remarks:**

- Italics are for emphasis and not stated so in the tabled plan.
- The municipality will manage and develop spaces for sport. The SSRA will be an advisory body.
- The SSRA officials become *de factor* employees of the municipality.
- The functions of the municipality and the SSRA officials duplicate or contradict within the organisations.
- There are no specific functions for the secretary.
- The treasurer manages funds and does administrative duties but it is the function of the municipality also.
- The Inspector and the Event organiser have the same functions.
- The municipal official oversees the executive committee which is contra governance principles – the executive committee is overseen by the constituting members of the SSRA.

THE SPORT GROUND FACILITY MANAGEMENT CATEGORIES				
Categories	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D
<b>Suggested Centres for categories</b>	VAN DER STEL	KYLEMORE, PNIEL, IDA'S VALLEY, RAITHBY, KLAPMUTS, JAMESTOWN	WEMMERSHOEK, GROENDAL, KAYAMANDI	NIETVOORBIJ, LA MOTTE, JONKERSHOEK, PAPPLAAS, KOELENHOF, LANQUEDOC
<b>Conditions of assets</b>	Full range of facilities for several codes (good condition).	Adequate facilities for scaled down codes. Good / above average condition.	Adequate facilities for minimum codes. Average/poor conditions.	Inherit from Cape Winelands District Municipality since 2005. Lack of facilities for codes. Poor playing surfaces, poor conditions.
<b>Management by community</b>	High community capacity to management.	Adequate community capacity to manage.	Poor / No community capacity to manage.	No community capacity to manage.
<b>New model management</b>	Van Der Stel Council manages 100% into new agreement.	Stellenbosch Municipality entered into a lease agreement with SSRA and SSRA sub-lease to Sports Councils.	Stellenbosch Municipality entered into a lease agreement with SSRA and SSRA sub-lease to Sports Councils.	Stellenbosch Municipality entered into a lease agreement with SSRA and SSRA sub-lease to Sports Councils.
<b>Security + Insurance</b>	Responsible for all safeguarding and insurance of all assets by Sports Council.	Sports Councils responsible for the safeguarding and insurance of all assets on the property.	Municipality: safeguarding property and buildings (exterior). Sports Council: interior of buildings and moveable assets.	Municipality: safeguarding property and buildings (exterior). Sports Council: interior of buildings and moveable assets.
<b>Management structure</b>	Sports Council one code one vote. Monthly meetings and submissions of agendas and minutes. Municipality will chair election meetings (AGM).	Sports Council one code one vote. Monthly meetings and submissions of agendas and minutes. Municipality will chair election meetings (AGM).	Sports Council one code one vote. Monthly meetings and submissions of agendas and minutes. Municipality will chair election meetings (AGM).	Sports Council one code one vote. Monthly meetings and submissions of agendas and minutes. Municipality will chair election meetings (AGM).

THE SPORT GROUND FACILITY MANAGEMENT CATEGORIES (Continued)				
Categories	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D
<b>Financial controls</b>	Annual financial statements must be submitted before 1 March annually, otherwise no service will be delivered.	Annual financial statements must be submitted before 1 July annually, otherwise no service will be delivered.	Municipality manage	Municipality manage
<b>Income generated</b>	To Sports Council for sports maintenance and sports development.	To Sports Council for sports maintenance and sports development	Tariffs by Municipal Council from 2013. Income to Municipality.	Tariffs by Municipal Council from 2013. Income to Municipality.
<b>Maintenance</b>	100% by Van Der Stel sports grounds.	Municipality	Municipality	Municipality
<b>Rental</b>	Market related rental separate lease agreement will be drafted and entered into with Van Der Stel sports ground.	Market related rental	Municipality	Municipality
<b>Water and electricity</b>	100% by Sports Council	100% by Sports Council	Pre-paid meters	Pre-paid meters
<b>New development, structural alterations and upgrade of infra structure</b>	All proposals for development or upgrades must be discussed with the Director: Community Services for preliminary approval. Based on the recommendation by Director: Community Services the pre approved plans can then be submitted to the Directorate: Planning & Development for final approval.	All proposals for development or upgrades must be discussed with the Director: Community Services for preliminary approval. Based on the recommendation by Director: Community Services the pre approved plans can then be submitted to the Directorate: Planning & Development for final approval.	Stellenbosch Municipality will plan all developments and upgrades in collaboration with the community.	Stellenbosch Municipality will plan all developments and upgrades in collaboration with the community.
<b>Sub-letting</b>	Sports Council is 100% responsible for leasing and letting of the sports facilities. The Sports Council will give preference to all official Municipal events and the facility will be free of charge. National and Provincial sports events will be approved in collaboration with the Municipality.	Sports Council is 100% responsible for leasing and letting of the sports facilities. The Sports Council will give preference to all official Municipal events and the facility will be free of charge. National and Provincial sports events will be approved in collaboration with the Municipality.	The Municipality will manage the rental usage of the facilities. All bookings and payments must be done twenty-one days prior to the event.	The Municipality will manage the rental usage of the facilities. All bookings and payments must be done twenty-one days prior to the event.
<b>Indemnity</b>	The Sports Council will indemnify the Stellenbosch Municipality for the duration of lease.	The Sports Council will indemnify the Stellenbosch Municipality for the duration of lease.	Indemnity forms will be completed twenty-one days prior to the event and be submitted to the Dept: Environment, Sport & Facilities.	Indemnity forms will be completed twenty-one days prior to the event and be submitted to the Dept: Environment, Sport & Facilities.

Table 3: The sport ground facility management categories

**Remarks:**

- The overall categories do not align with the NSRP.
- The councils are not representative of the communities and are only sport code representative.
- Category C and D is unclear on specific details and seems similar.



# UNDERSTANDING THE STRATEGIC GUIDANCE DOCUMENTS

Overview of the key strategic guidance documents that influence the current SFMP and how the proposed SFMP must align with these documents



## **FOUR STANDARDS APPLIES TO THE SFMP**

### **1. National Sport and Recreation Plan**

- Role of Local Government
- Role of Sport Councils

### **2. Transformation Charter 2013**

- Transformation targets
- Transformation plans
- Inclusive approach

### **3. Sustainability**

- Financial and business strategy
- Corporate Governance
- Accessibility

### **4. MFMA**

- Financial oversight
- Management of public assets
- Financial control

## **KEY ASPECTS RELATING TO THE SFMP FROM THE NATIONAL SPORT AND RECREATION PLAN (NSRP)**

There are various aspects of the NSRP that relates to the functions of the municipality and spaces for sport.<sup>3</sup>

**There are three core pillars in the NSRP:**

### **1. Active Nation**

- To improve the health and well-being of the nation by providing mass participation opportunities through active recreation.
- To maximise access to sport, recreation and physical education in every school in South Africa.
- To promote participation in sport and recreation by initiating and implementing targeted campaigns.

### **2. Winning Nation**

- To identify and develop talented athletes through the implementation of a structured system.
- To improve the performances of athletes and coaches by providing them with access to a comprehensive range of support programmes.
- To develop talented athletes by providing them with opportunities to participate and excel in domestic competitions.
- To develop elite athletes by providing them with opportunities to excel at international competitions.
- To acknowledge the achievements of individuals and teams within the South African sport and recreation sector through the establishment of a recognition system.

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<sup>3</sup> A separate analysis of the municipality's responsibilities and roles according to the NSRP will be done. For purpose of this report only those elements of the NSRP that relates to the SFMP will be discussed.

### 3. Enabling Environment

- To ensure that South African sport and recreation is supported by adequate and well maintained facilities.
- To provide formal sports participation opportunities through an integrated and sustainable club structure.
- To integrate the development of South African sport at provincial and local levels through functional sports councils.
- To provide athletes with a forum to address their needs.
- To support and empower South African coaches.
- To support and empower South African administrators and technical officials.
- To support the development of South African sport through a coordinated academy system.
- To provide National Federations (NFs) with administrative and governance support through the medium of a Sports House.
- To empower the sport and recreation sector with relevant information through the establishment of a Sports Information Centre.
- To empower the human resource base through the provision of accredited education and training programmes.
- To empower volunteers to adequately support the South African sports system.
- To ensure that South African sport and recreation benefit from strategic international relations.
- To secure and efficiently manage financial resources to optimally support sport and recreation.
- To capitalise on the impact that broadcasting and sponsorship have on the development of sport and recreation.

#### The Vision statement is:

*“An Active and Winning Nation”*

#### The Mission statement is:

*“To transform the delivery of sport and recreation by ensuring equitable access, development and excellence at all levels of participation and to harness the socioeconomic contributions that can create a better life for all South Africans.”*

#### The core values of the sports system are:<sup>4</sup>

- **Accessibility:** *Sport is available to all.* Geographical location, economic status, age, gender, ability, disability, language and other elements of a society’s diversity does not infringe on the opportunity to participate in sport.
- **Athlete-centeredness:** At the core of the sports system, athletes are supported in a holistic way – with care for the individual’s growth and development, physical, moral, emotional and spiritual health. *Every part of the system is devoted to the long-term welfare and improvement of athletes.*
- **Coach driven:** The system is guided by well-trained and experienced coaches.
- **Equitability:** *Every individual should have an equal opportunity* to make for him/herself the life that he/she is able and wishes to have, consistent with his or her duties and obligations as a member of society without being hindered in or prevented from doing so by discriminatory practices. *Equitable treatment is a fundamental value for all participating in sport.*

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<sup>4</sup> Italics are for emphasis that relates directly to the municipality.

- **Ethics:** Ethics are the essence of sport. The implementation of the NSRP will be underpinned by **a Code of Conduct** addressing issues such as playing fair, following the rules, respecting your competitor, being tolerant of others and participating in sport and recreation free of drugs and illegal substances.
- **Excellence:** There must be a **commitment to excellence at all levels** in all endeavours.
- **Fairness:** Sports people believe **fairness and fair play are inextricably linked to the positive sports experience and must shape the institutions, organisations and administrators governing sport.** Fairness pervades the entire sports system.
- **Shared leadership: Responsibility for sport is shared by many partners including governments, sports organisations and education within a seamless sports continuum** that demands collaboration and shared leadership by all partners.
- **Unified purpose:** This sports system is for the benefit of the nation as a whole. There must be a unified direction covering all elements of the system; **it must be centrally driven, implemented at provincial and local level, with no duplication, to give the best value possible for the funding available.**

According to the NSRP the following are key outcomes:

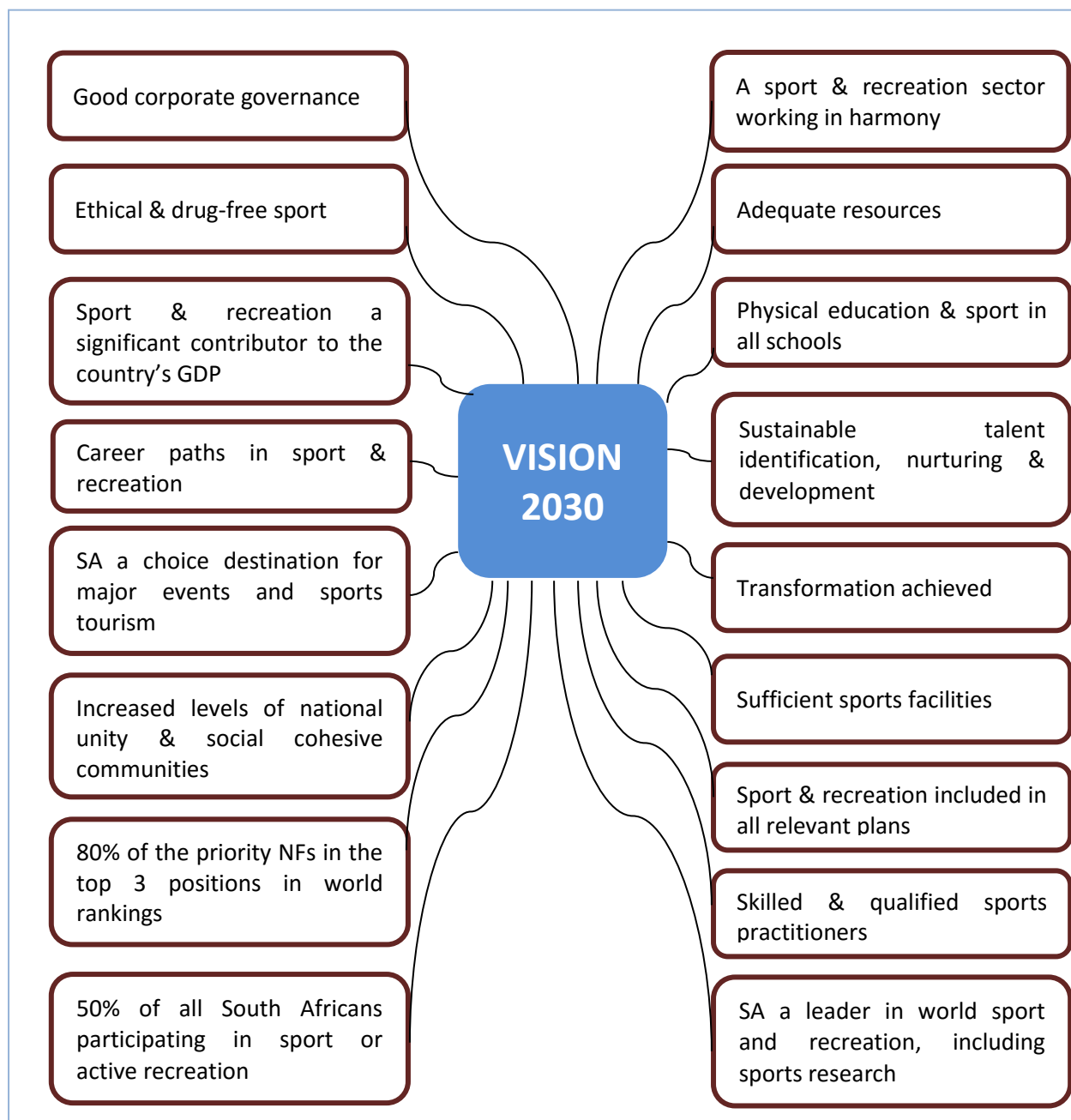


Diagram 2: VISION 2030 Outcomes of the NSRP

## Role of the Local Government and the strategic objectives of the NSRP relating to the SFMP<sup>5</sup>

<b>SO1 – Recreation</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Community structures</b>	Facilitate the establishment of community sport and recreation hubs and clubs that integrate into NF structures.	SRSA	Prov Gov Local Gov SASCOC
	Audit the location of hubs. (A hub is a platform or vehicle to encourage mass participation in sport and recreation activities in order to promote active and healthy life-styles amongst all age groups and abilities.)	SRSA	Prov Gov Local Gov SASCOC
	Procure and develop a Geographical Information System (GIS) for hubs, clubs established and schools.	SRSA	Prov Gov Local Gov SASCOC
	Convert hubs into self-sustainable entities like Community Based Organisations (CBOs), Non Profit Organisations (NPOs) or NGOs.	SRSA	Prov Gov Local Gov SASCOC
	Implement outreach programmes for vulnerable and previous marginalised groups through hubs.	SRSA	Prov Gov Local Gov SASCOC
<b>Basic sports capacity development and community outreach</b>	Support the delivery of community outreach programmes (Range of focus could include tertiary institutions).	SRSA	Prov Gov Local Gov CBOs
<b>SO2 – School Sport</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>School Sport implementation</b>	Ensure that clear reporting lines are followed in relation to all stakeholders by NFs, municipalities, sports councils and school code structures to facilitate the smooth and efficient delivery of both school and community sport.	SRSA	DBE Prov Gov Local Gov SASCOC
<b>Unified school sport structures</b>	Address access and shared usage of school and municipal facilities.	SRSA	DBE Prov Gov Local Gov

<sup>5</sup> Please note some SOs reflect responsible and partners that does not indicate Local Government but do require the Local Government to assist and provide the information. It is therefore included because it will have an effect on the SFMP.

<b>SO4 – Talent identification and development</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Talent development programme</b>	Invest adequately in talent development to support an optimal, integrated talent development pathway to turn potential into excellence within a unified sports development continuum.	SASCOC	SRSA Prov Gov Local Gov Academies Tertiary Institutions
<b>SO5 – Athlete and coach support programme</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Team preparation</b>	Identify athlete and coach support needs. Customise services to meet the needs identified. Provide a life skills programme. Support a residential programme. Manage sport and education demands. Offer testing and training camps. National coaching and training.	SASCOC	SRSA Prov Gov Local Gov Academies
<b>SO9 – Facilities</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>National facilities audit</b>	Conduct and verify sport and recreation facility audits per province. These audits must include municipal, private and school based facilities and produce a clear analysis of needs.	Prov Gov	SRSA DBE DoD Local Gov SASCOC
	Establish a GIS detailing the location of all sport and recreation facilities.	SRSA	Prov Gov Local Gov SASCOC
	Update and maintain the National Facilities Database.	SRSA	Prov Gov Local Gov
<b>National Facilities Plan</b>	Finalise the National Facilities Plan based on the provincial facilities audit.	SRSA	Prov Gov Local Gov
	Implement the National Facilities Plan which should also address the important issues of venues, multi-use and types of facilities, including indoor facilities and unused/abandoned buildings as well as the accessibility for people with a disability. Consider regulating access to municipal facilities.	Local Gov	RSA DBE Prov Gov SASCOC
<b>Norms and standards for sport and recreation facilities</b>	Communicate the national norms and standards developed for the provision of sport and recreation facilities. Consider developing national facility templates to minimise project costs.	SRSA	Prov Gov Local Gov

<b>SO9 – Facilities (continued)</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>New sport and recreation facilities</b>	Engage stakeholders in the planning and construction of new facilities. Lobby for the inclusion of sport and recreation facilities in spatial planning.	SRSA	DHA COGTA DEA Loc Gov
	Encourage Local Government to build multi-purpose sports facilities when planning and designing new sports facilities. This will: <ul style="list-style-type: none"> <li>• contribute to youth development</li> <li>• contribute to the optimal use of facilities</li> <li>• contribute to integrated sport and recreation programmes and activities</li> <li>• contribute to diversification in sport and recreation result in the seasonal usage of the facilities that will contribute safety and a sense of multi-disciplinary community ownership.</li> </ul>	SRSA	Prov Gov Local Gov
	Consider making provision for meeting rooms and basic club offices to promote good governance when building multi-sports facilities.	Local Gov	SRSA Prov Gov
<b>Lease Agreements</b>	Encourage municipalities to develop effective partnerships with lease holders to ensure equitable access to facilities that are subject to leases.	SALGA	SRSA Prov Gov
<b>Accessibility to facilities</b>	Review municipal facilities by-laws and tariffs to allow accessibility to all communities.	SRSA	SALGA
	Identify a school with adequate facilities as a “centre of sport”, with neighbouring schools that will have access to these facilities in a cluster system.	SRSA	DBE Prov Gov Local Gov SASCOC
<b>Facility management training</b>	Ensure that facility management training manuals are updated and available.	SRSA	CATHSETA SALGA
	Develop and implement a schedule of training programmes with a special focus on the management and maintenance of sports facilities.	SRSA	Prov Gov SALGA



<b>SO10 – Clubs</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Audit of sport and recreation clubs</b>	Conduct an audit on sport and recreation clubs, including membership figures.	SASCOC	SRSA Prov Gov
	Ensure that all sport and recreation clubs affiliate to the applicable NF, which is recognised by SASCOC.	SASCOC	SRSA Prov Gov Local Gov
<b>Affiliated clubs</b>	Develop a club support system with expertise regarding club governance and develop standardised documents.	SASCOC	SRSA Prov Gov
	Encourage clubs to adopt the nearest schools. (The linkage between schools and community structures with clubs is important).	SASCOC	DBE Prov Gov
	Facilitate coaching clinics and organise coaches to deliver programmes in schools and the community through the club system.	SASCOC	SRSA Prov Gov Local Gov
	Encourage businesses and parastatals to adopt clubs.	SRSA	SASCOC
	Lobby the Department of Transport (DoTR) to assist with the transport needs of sports people.	SRSA	DoTR Local Gov

<b>SO11 – Sports Councils</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Functional Sports Councils</b>	Ensure that Sports Councils are structured and operational at local, regional and provincial levels.	SASCOC	SRSA Prov Gov Local Gov
	Build the capacity of the Sports Councils to be operational and functional and enable them to leverage existing commercial avenues and to build their own strong, independent and viable brands.	SASCOC	SRSA Prov Gov Local Gov
	Ensure that Sports Councils act as interface to support the linking of hubs/clubs with federations, municipalities, civil society structures and NGO's to ensure integration of sports programmes and to avoid duplication of resources.	SASCOC	SRSA Prov Gov Local Gov
	Ensure that provincial sporting entities affiliate to the relevant Provincial Sports Council. The Provincial Sports Councils will report to SASCOC according to their Constitution. The provincial governments must be represented on the governance structure of the provincial Sports Councils (in an ex-officio capacity), to ensure proper coordination of provincial sport. This structure should be cascaded down to a district and local level.	SASCOC	SRSA Prov Gov Local Gov

<b>SO15 – Academy system</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Implementation of sports academy system</b>	Revive academies in the provinces.	SASCOC	SRSA Prov Gov Local Gov

<b>SO16 – Sports House</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>NF administrative support</b>	Establish a Sports House to serve as a centralised administration centre for identified NFs. Cascade the Sports House concept to provincial and local spheres. Ensure that those NFs that cannot be permanently accommodated in the Sports House still have access to basic administrative services provided by the Sports House..	SASCOC	SRSA Prov Gov Local Gov

<b>SO17 – Sports Information Centre</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Sports Information Centre</b>	Store sport and recreation related data and information according to best-practice guidelines.	SRSA	SASCOC Prov Gov Local Gov
	Analyse and distribute sport and recreation information to assist with planning and decision making.	SRSA	SASCOC Prov Gov Local Gov
<b>Applied sports research programmes to support strategic decision making</b>	Coordinate research for sport as part of a research based planning framework and establish links with associated sports knowledge networks.	SRSA	SASCOC Prov Gov Local Gov

<b>SO19 – Volunteers</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>National sports volunteer programme</b>	Establish and maintain a volunteer database. Consider utilising the database when appointments are made within the sport and recreation sector.	CATHSSETA	SRSA SASCOC Prov Gov Local Gov
	Embark on a volunteer recruitment campaign including volunteer recognition. Integrate and capitalise on 2010 volunteer initiatives. Encourage young people to volunteer at national and international events.	SRSA	SASCOC Prov Gov Local Gov
	Conduct pre-appointment screening and vetting of applicants.	CATHSSETA	SRSA SAPS SASCOC Prov Gov Local Gov
	Develop and maintain accredited volunteer training programmes.	CATHSSETA	SRSA SASCOC Prov Gov Local Gov
<b>SO20 – International Relations</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Donor management system</b>	Identify donors and partners within the sports Sector.	SRSA	Nat Treasury Prov Gov Local Gov SASCOC
<b>SO23 – Transformation</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Transformation Charter</b>	Produce an audit report on transformation to define both the current national, provincial and local level status so as to allow focused interventions. The audit should also address previous transformation initiatives and highlight failures and best-practice.	SRSA	Prov Gov Local Gov SASCOC
	Adopt and implement the Transformation Charter as part of the NSRP.	SASCOC	SASCOC Prov Gov Local Gov
	Adopt the Scorecard as a monitoring and evaluation tool for transformation.	SASCOC	SRSA
	Revise Service Level Agreements with NFs for the delivery of transformation targets.	SASCOC	SRSA Prov Gov Local Gov

<b>SO24 – Priority Codes</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Priority Codes Evaluation Tool</b>	Classify NFs and support appropriately.	SRSA	Prov Gov Local Gov SASCOC

<b>SO25 – Ethical environment</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Rehabilitation programmes</b>	Deal with socio-economic issues and the causes of substance abuse (e.g. by providing alternative leisure or skills development activities, as well as more effective coping mechanisms).	SAIDS	SRSA DBE DHE Prov Gov Local Gov Academies

<b>SO30 – Sport and the environment</b>			
<b>Output</b>	<b>Key Activities</b>	<b>Responsible</b>	<b>Partners</b>
<b>Green Sport Framework</b>	Formulate environmentally friendly and practical initiatives that can be applied within the South African sporting sector (e.g.: recycling at events; buying “green” sport consumables).	SRSA	DEA DWA Prov Gov Local Gov SASCOCs
<b>Green Sport awareness campaign</b>	Structure awareness campaigns to educate the general public and sports people in particular about hosting events and buying sports goods that are environmentally friendly	SRSA	Prov Gov Local Gov SASCOC

## OVERVIEW OF KEY ASPECTS OF THE TRANSFORMATION CHARTER THAT RELATES TO THE SFMP

Various aspects of the Transformation Charter are addressed under the NSRP. The following key points do refer specifically to the management plans for sports grounds:

- **Accessibility**
  - Gender equality – where a sport club is male only it must develop female teams and participation
  - Veteran and above 35 of age – sport facilities and clubs must develop strategies that would include participation of above 35 at the sport facilities
  - Youth empowerment – where under 18s do not have access to sport and recreation sport grounds must be made accessible
  - Disability – facilities must also be friendly for use by different disabilities especially wheelchair bound and the blind.
- **Representation**
  - The community and not just specific sport codes must have representation on the governance and management of 16-35 year olds do not have access
- **Score Card**
  - Each sport club that constitutes a sport council must adhere to the score card and be completed. Transformation is also the duty of the municipality as entity that monitors and ensures that all sport clubs are adhering to transformation

## OVERVIEW OF KEY ASPECTS OF OTHER STRATEGIC DOCUMENTS

### IOC Charter and the National Sport and Recreation Act 1998 as amended

According to the IOC charter and Act the role of government is not to administrate sport codes but to provide facilities and funding and support. Therefore in governance structures the elected officials that represented the stakeholders cannot be paid by government to fulfil their duties. Government may provide funds for use by the organisation in their operations.

### MFMA

There are restrictions on the management and transfer of government assets to outside organisations or entities. The allocation of capital expenditure must still remain with the municipality and transfer of these funds to outside organisations may not be done. The financial management of sites and transfer of assets are restricted by MFMA and must be included when creating new lease agreements.

### King III on Corporate Governance<sup>6</sup>

Under King III elected officials will also be held responsible for risk management of any organisation and therefore can be held liable for any corruption, mismanagement of funds or losses incurred by the organisation. All organisations (including sport organisation that are economically active) must now adhere to the rules of King III. This applies also to key aspects on creating appropriate governance oversight committees and documentation.

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<sup>6</sup> The King III principles will be analysed in a separate document and will specifically apply on organisational models of the Sports Councils and governance and oversight.

## NOTES

# A WAY FORWARD SOME RECOMMENDATIONS

Recommendations towards refinement of  
the SFMP and implementation of SFMP



## TOWARDS AN INTEGRATED MANAGEMENT MODEL

The review of the current draft plan and the strategic documents as discussed in previous sections requires a review of the current management model. The following model aims to include all aspects as highlighted in previous sections.

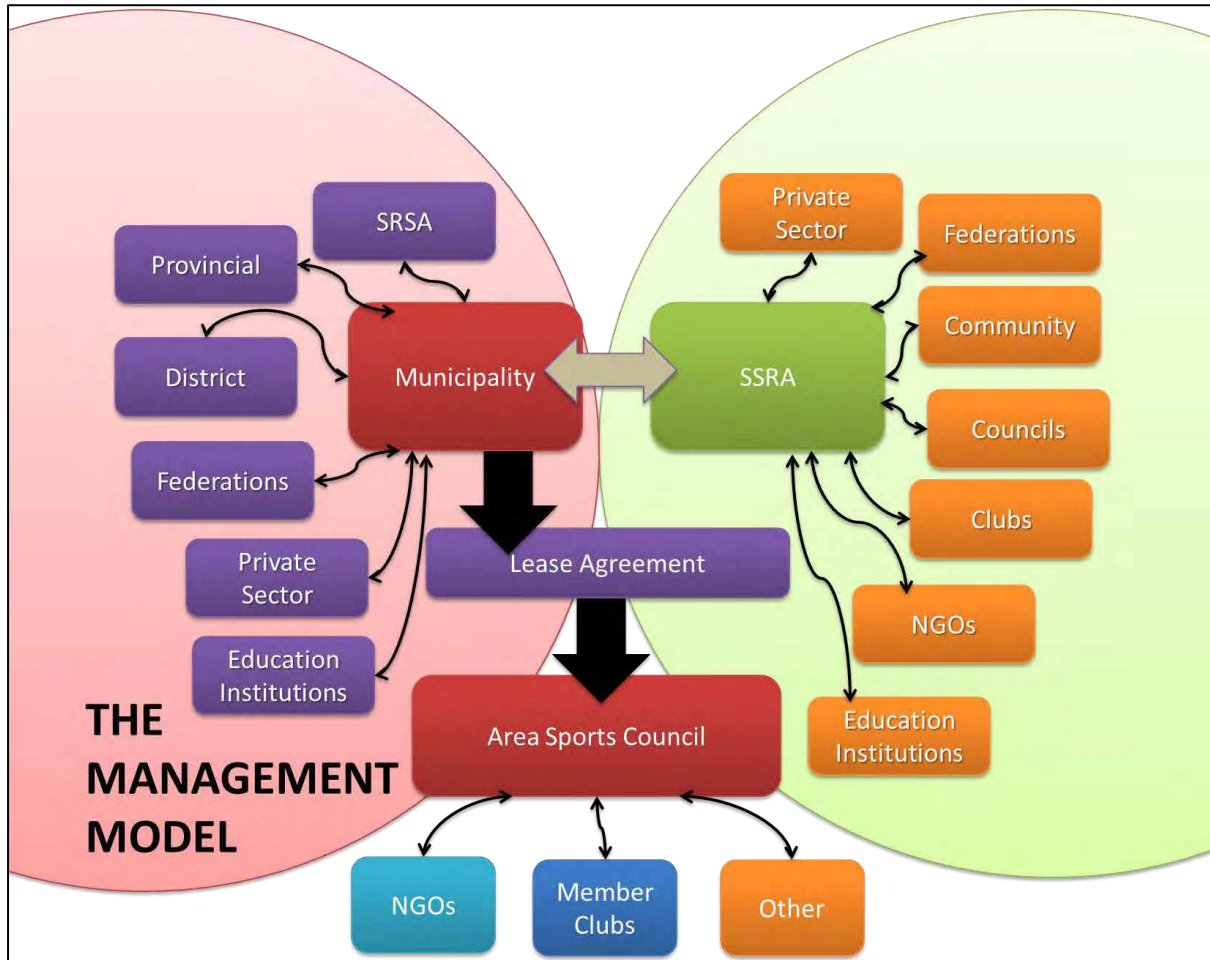


Diagram 3: New proposed management model

### Remarks:<sup>7</sup>

- The municipality will form a Lease agreement with the Area Sports Councils.
- The duties and roles of:
  - The municipality are to:
    - Interact with other spheres of government for collaboration in funding, development, strategies and development of academies, club structures and data gathering.
    - Interact and co-operate with Sport Federations to identify and understand sport code needs and developments.
    - Co-ordinate with Private sector to develop Public Private Partnerships.
    - Manage and maintain sport facilities OR transfer to new SLAs with other entities.

<sup>7</sup> These are just general remarks. A more detailed explanation will be developed when all stakeholders were consulted.



- Provide funding for capital expenditure and application of grants through the various.
  - Develop new spaces which include rural spaces for sport and recreation.
  - Provide skills, development and training for the Sports Councils and SSRA through SLAs with Tertiary education institutions.
  - Interact and identify needs for sport and recreation in Public schools that falls under the municipal area.
- The SSRA are:
  - To be an advisory board that will assist and expand on the functions of the Municipality.
  - Create a donor system through its interaction with the private sector in providing funds, sponsorships and assistance in development and expanding of current Area Sports Councils and the facilities it operates.
  - Interact with the community and enable sport as tool for development within the various communities the SSRA serves.
  - Interact, monitor and capacitate the Area Sports Councils which forms its founding members.
  - Interact and co-operate with NGOs in sport development.
  - Interact with other clubs and not only clubs at specific sport grounds managed by Area Sports Councils to identify needs and assist in developing an integrated Sport and Recreation development plan.
  - Co-operate with schools to assist in development of sport and recreations and co-operate with tertiary institutions in developing Long Term Participant plans and training for Sports Councils.
- Both the Municipality and SSRA will be key custodians and champions for the development of sport and recreation within Greater Stellenbosch. The municipality as co-ordinator in the Public Sphere and SSRA in the Community and Business Sphere. As partners the two entities will assist each other in accomplishing an integrated community driven sport and recreation development plan. This will also result in sustainable sport facilities and structures. The municipality will form direct lease agreements with the member sport councils and will co-operate with the SSRA to monitor and assist in the development of the member sport councils.
- The Area Sports Council will consist out of members from Sport Clubs, NGOs in the specific area, schools and community members. The sports council will not only manage a specific sports ground but will be involved in development and promotion of sport and recreation for its area.
- This model includes the key priorities identified within the NSRP as well as to fulfil in transformation of sport and recreation in Greater Stellenbosch



Area Sports Councils. It is suggested that the SSRA must allocated not more than 20% of all its funds gained for administration. 80% must go to a Sport and Recreation Development fund which will be used for subsidies towards Area Sports Council but also for the broader development of Greater Stellenbosch Sport and Recreation initiatives and programmes as well as the development of tournaments and events within Greater Stellenbosch.<sup>9</sup>

- The Area Sports Council will generate funds from subsidies gained from the Municipality and the SSRA and through membership fees from its member clubs and other members. The other members can be organisations, institutions and NGOs that works within the area of the sports council. The Area Sports Council in returns subsidises the member clubs and other members. It will also gain funds through sponsors, event and from donors within the community. It will also work on a budget of 20% administration and 80% development. The Area Sports Council will contribute 10% of its annual income towards the SSRA. The reason for this is to ensure that stronger councils will assist developing and transforming councils in becoming financially sustainable. The other side of this approach is that the bigger contribution an Area Sports Council makes the bigger allocation of funds that is used for development will also be given in the form of subsidies from the SSRA.
- This funding model aims to alleviate the pressure on the municipality to provide funds from its capital budget towards the development of sport infrastructure and rely on the Sport and Recreation Development Fund which is a joined fund between the municipality, SSRA and the Area Sports Council.

## TRANSFORMING THE SPORTS COUNCILS

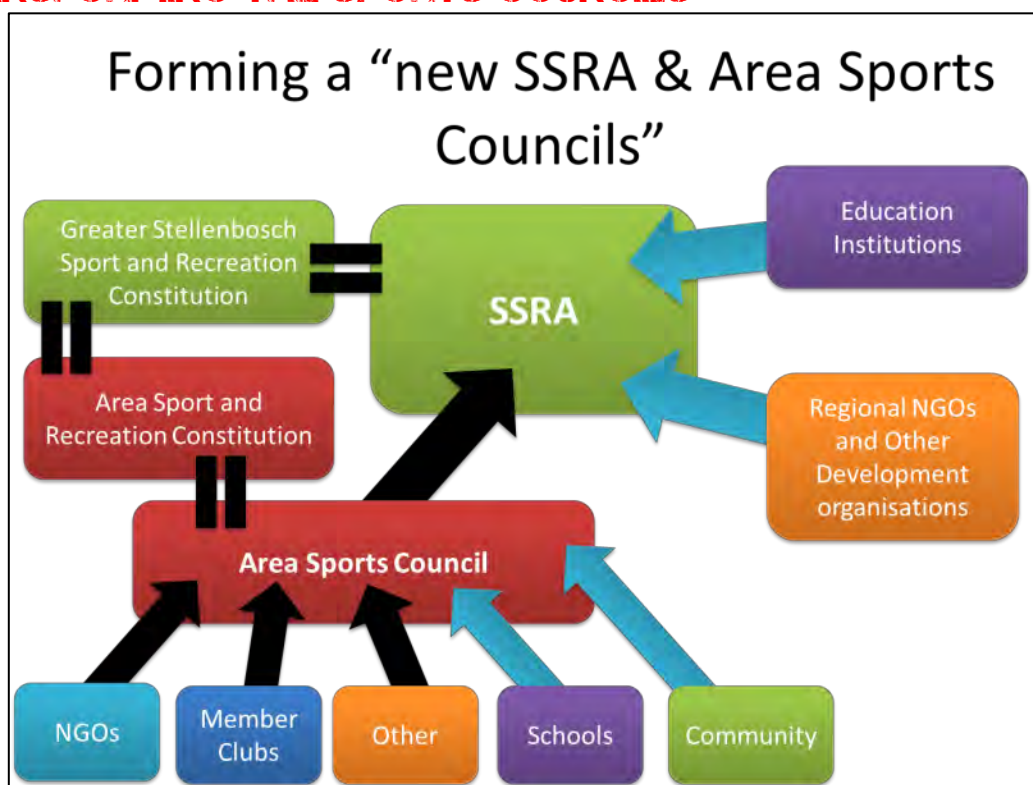


Diagram 5: Forming a new representative Sports Council for Greater Stellenbosch

<sup>9</sup> This is benchmarked against current international trends in Federations with the IOC and FIFA allocating 10% towards administration and 90% towards development and World Rugby and ICC allocating up to 20% for administration and 80% towards development.

**Remarks:**<sup>10</sup>

- The SSRA must be transformed into a representative Sports Council for Greater Stellenbosch. Currently it is only representative of sports councils and specific sport clubs. The SSRA must also include other stakeholders especially from education institutions, NGOs and other community organisations and representatives within the sport and recreation sphere.
- Area Sports Councils must include members from Sport Clubs, Schools, Communities, NGOs and other Sport and Recreation organisation within the area.
- These sports councils and SSRA must be representative of all stakeholders within sport and recreation and is not only aligned or representative of one sports ground or centre. These councils become the custodians and champions of sport and recreation within Greater Stellenbosch.
- The SSRA will create an *uber* Sport and Recreation Constitution that will be the guideline for sport and recreation development and management in Greater Stellenbosch.
- The area Sport and Recreation Constitution will affiliate from the Greater Stellenbosch Sport and Recreation Constitution and will guide the sport and recreation development and management within the specific area.

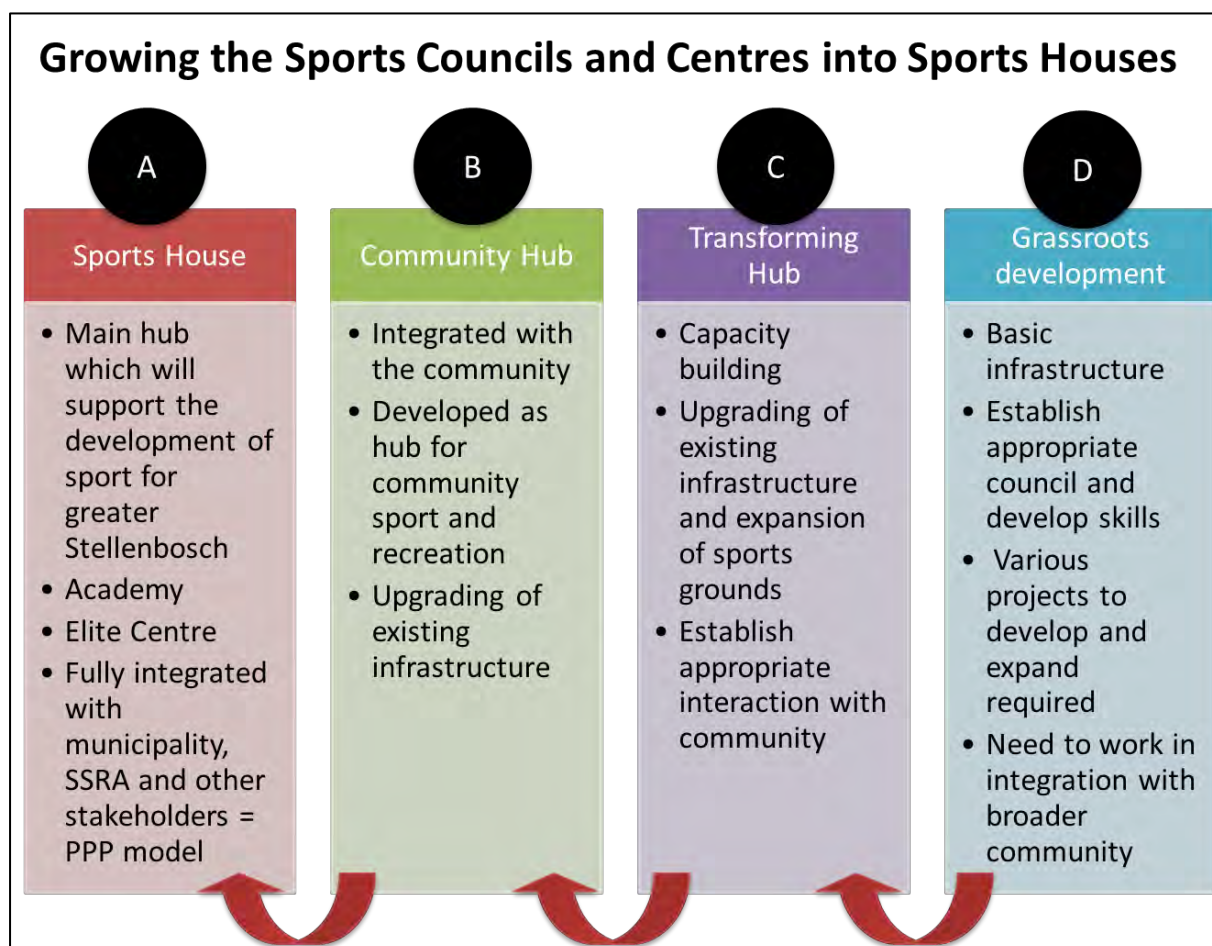


Diagram 6: Growing and developing the sports councils and centres

<sup>10</sup> These views are based on the NSRP's views on sport councils. See SO11 – Sports Councils

**Remarks:**<sup>11</sup>

- The details of the categories and specific lease agreements and implication remains open. Although there are some indications and general specifications included in the SFMP Version 2012 this does not include the current requirements as included in the NSRP. The diagram aim to integrate some of the principles in the categories but the outcomes does change how these categories will be managed and operated.
- Further urgent discussions are required on the categories and how to integrate the NSRP priorities in to the SFMP before final recommendations can be made towards the facility management categories.

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<sup>11</sup> This diagram is based on the 4 categories as included in SFMP Version 2012. It is integrated with the NSRP that expects also the development of a Sport House and Sport information centre. The club and academy system must be integrated within the SFMP and its envisioned especially in categories A and B.

**NOTES**

# KEY DEVELOPMENT FACTORS

An overview of additional development required for the implementation of the SFMP and additional strategies that must be developed during and after implementation of the SFMP



## **THE FOLLOWING ARE INDICATIONS OF DOCUMENTS, DATA AND STRATEGIES THAT MUST BE DEVELOPED IN PARALLEL WITH THE SFMP.**

### **Asset register**

- Comprehensive database of all assets (building, equipment and other) of each site
- Costs and valuation of assets

### **Review of constitutions**

- Review of all member club constitutions
- Review of SSRA constitution
- Review of Area Sports Council constitutions
- Review of other members constitutions

### **Financial Management**

- Budget development per Area Sports Council
- Financial models and income generating strategy
- Financial systems for councils
- Financial development strategy for grants and priorities to be identified for future development

### **Business Development Strategy**

- Business strategies for SSRA, each council, member clubs and other organisations in Greater Stellenbosch

### **Risk Assessment**

- Risk assessment of current facilities and the areas
- Risk and disaster plans for each facility and site
- Risk management training for councils and SSRA members

### **Sport and Recreation Development Plan**

- The development of area specific sport and recreation development plans that integrates all spaces for sport and recreation (not only a specific sport facility)
- An integrate Sport and Recreation Master Plan for Greater Stellenbosch

### **Transformation and LTPD plans<sup>12</sup>**

- Transformation plans for SSRA, Municipality, Area Sports Councils and member sport clubs
- The development of LTPD plans for SSRA, Area Sports Councils and member sport clubs
- The development of Active for Life programme for the municipality and its staff and officials
- The development of skills and training programmes in various aspects
- The development of coaches and officials for the greater Stellenbosch

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<sup>12</sup> The LTPD plans are based on the SASCOC Sport for Life strategy.



# REFERENCED DOCUMENTS

A list of the documents referred to in reviewing the SFMP



**SFMP\_V2012**

- The second version of the Sport Facility Management Plan. Currently still tabled with the council

**SFMP\_V2011**

- Original version of the Sport Facility Management Plan. Developed in 2011.

**IOC CHARTER**

- Guiding document towards sport organisation and administration. Established by all members of the International Olympic Committee and is the main charter for all sport federations in the world including South Africa

**SPORT AND RECREATION ACT 1998 AS AMENDED**

- The act the guides and explains he duties of government and sport federations within sport and recreation development.

**NSRP**

- The National Sport and Recreation Plan was adopted by all sport federation, organisations and government spheres and must be used as the guiding document for development of Sport and Recreation in South Africa.

**TRANSFORMATION CHARTER FOR SPORT 2012**

- The current transformation charter indicates various aspects relating to transformation of sport and recreation. It also includes score cards which will assist in evaluating current progress in transformation.

**MFMA**

- The Municipal Finance Management Act provides specific rules relating to the management and use of public funds.

**KING III REPORT ON CORPORATE GOVERNANCE**

- The current guidelines used in corporate governance. The principles apply to all organisations that manage funds and is directly relevant to the SFMP of Stellenbosch Municipality.

**SASCOC SPORT FOR LIFE**

- Strategic document that focus on Long Term Participant Development plans. This document is used as guideline in developing development plans for sport organisations.