

COUNCIL APPROVED POLICIY REGISTER

POLICIES APPROVED 2005

	Land management policy	13.12.2005	Corporate Services
	Travel and subsistence policy	13.12.2005	Corporate Services
	Grants -in -aid	13.12.2005	Corporate Services
	Rules of Order	13.12.2005	Corporate Services

POLICIES APPROVED 2006

	Policy and procedures for ward committees	28.11.2016	Corporate Services
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POLICIES APPROVED 2008

	Petty Cash Policy (May 2008)		Financial Services
	Indigent Policy (May 2008)		Financial Services
	Budget Policy (May 2008)		Financial Services
	Asset Management Policy (May 2008)		Financial Services

POLICIES APPROVED 2011

	Expanded Public Works Programme Policy (2011)		
	records management policy and records control schedule	05.05.2011	Strategic & Corporate

POLICIES APPROVED 2012

	Supply Chain Management	26.01.2012	Financial Services
	draft emergency housing policy	01.10.2012	Planning & Economic Development
	firearms policy	25.10.2012	Community & Protection Services
	draft emergency housing policy	25.10.2012	Planning & Economic Development

POLICIES APPROVED 2013

	Petty Cash Policy (2013/2014)		Financial Services
	Non- Financial Asset Management Policy (2013/2014)		Financial Services
	Accounting Policy (2013/2014)		Financial Services
	Budget Implementation and Monitoring Policy (2013/2014)		Financial Services
	Acting Allowance Policy (2013/2014)		Financial Services
	Tariff Policy (2013/2014)		Financial Services
	Credit Control and Debt Collection Policy (2013/2014)		Financial Services
	Rates Policy (2013/2014)		Financial Services
	Borrowing Policy (2013/2014)		Financial Services
	Supply Chain Management Policy (2013/2014)		Financial Services
	Grants-in-Aid Policy (2013/2014)		Financial Services
	Special Rating Areas Policy (2013/2014)		Financial Services
	Travel and Subsistence Policy (2013/2014)		Financial Services
	Indigent Policy (2013/2014)		Financial Services
	Cash and Investment Policy (2013/14)		Financial Services
	Draft vehicle policy for Council Vehicles	25.7.2015	Community and Protection
	Withdrawal Student Accommodation Policy	30.5.2013	Planning & Economic Development
	Records Management Policy	30.5.2013	Strategic & Corporate Services
	language policy	24.10.2013	Strategic & Corporate Services

	review of vehicle policy for council vehicles	25.07.2013	Strategic & Corporate Services
	Expanded Public Works Programme Policy (2011)	2011	
	records management policy and records control schedule	05.05.2011	Strategic & Corporate

POLICIES APPROVED 2014

	Immovable Property Policy 2014 (Draft)		Strategic & Corporate Services
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POLICIES APPROVED 2015

	Indigent policy	28.01.2015	Financial Services
	Grabts in Aid policy	28.01.2015	Financial Services
	Non-Motorist transport	25.03.2015	Infra structure Services
	Performance management framework policy (in principle)	30.04.2015	Strategic & Corporate Services
	Public Participation policy framework (draft)	24.06.2015	Strategic & Corporate Services
	Fraud and corruption policy and the fraud response committee (in principle)	24.06.2015	Strategic & Corporate Services
	Performance management framework policy	24.06.2015	Strategic & Corporate Services
	Telephone policy	23.09.2015	Strategic & Corporate Services
	Electronic Document Management Policy	23.09.2015	Strategic & Corporate Services
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POLICIES APPROVED 2016

	NAME OF POLICY	DATE OF APPROVAL	DIRECTORATE
1	Traffic Calming Policy	26.04.2016	Community & Protection Services
2	Universal Access Policy	26.04.2016	Planning and Economic Development
3	Accounting Policy	25.05.2016	Financial Services
4	Asset Management Policy	25.05.2016	Financial Services
5	Borrowing, Funds & Reserves Policy	25.05.2016	Financial Services
6	Budget Implementation & Monitoring Policy	25.05.2016	Financial Services
7	Cash Management & Investment Policy	25.05.2016	Financial Services
8	Credit Control & Debt Collection Policy	25.05.2016	Financial Services
9	Development Charges Policy	25.05.2016	Financial Services
10	Financing of External Bodies Performing Municipal Functions Policy	25.05.2016	Financial Services
11	Grants-In-Aid Policy	25.05.2016	Financial Services
12	Indigent Policy	25.05.2016	Financial Services
13	Inventory Management Policy	25.05.2016	Financial Services
14	Irrecoverable Debt Policy	25.05.2016	Financial Services
15	Liquidity Policy	25.05.2016	Financial Services
16	Petty Cash Policy	25.05.2016	Financial Services
17	Preferential Procurement Policy	25.05.2016	Financial Services
18	Property Rates Policy	25.05.2016	Financial Services

19	Performance Management Policy	25.05.2016	Financial Services
20	Special Ratings Area Policy	25.05.2016	Financial Services
21	Supply Chain Management Policy	25.05.2016	Financial Services
22	Tariff Policy	25.05.2016	Financial Services
23	Travel & Subsistence Policy	25.05.2016	Financial Services
24	Virementation Policy	25.05.2016	Financial Services
25	Policy for the Management of Municipal Agricultural Land	15.06.2016	Planning and Economic Development
26	Revised Emergency Housing Assistance Policy	23.11.2016	Planning and Economic Development
27	Acting Allowance Policy	12.12.2016	Financial Services

POLICIES APPROVED 2017

	NAME OF POLICY	DATE OF APPROVAL	DIRECTORATE
1	Accounting Policy	31.5.2017	Financial Services
2	Asset Management Policy	31.5.2017	Financial Services
3	Borrowing, Funds & Reserves Policy	31.5.2017	Financial Services
4	Budget Implementation & Monitoring Policy	31.5.2017	Financial Services
5	Cash Management & Investment Policy	31.5.2017	Financial Services
6	Credit Control & Debt Collection Policy	31.5.2017	Financial Services
7	Development Charges Policy	31.5.2017	Financial Services
8	Financing of External Bodies Performing Municipal Functions Policy	31.5.2017	Financial Services
9	Grants-In-Aid Policy	31.5.2017	Financial Services
10	Indigent Policy	31.5.2017	Financial Services
11	Inventory Management Policy	31.5.2017	Financial Services
12	Irrecoverable Debt Policy	31.5.2017	Financial Services
13	Liquidity Policy	31.5.2017	Financial Services
14	Petty Cash Policy	31.5.2017	Financial Services
15	Preferential Procurement Policy	31.5.2017	Financial Services
16	Property Rates Policy	31.5.2017	Financial Services
17	SCM Policy for Infrastructure Procurement & Delivery Management	31.5.2017	Financial Services

18	Special Ratings Area Policy	31.5.2017	Financial Services
19	Supply Chain Management Policy	31.5.2017	Financial Services
20	Tariff Policy	31.5.2017	Financial Services
21	Travel & Subsistence Policy	31.5.2017	Financial Services
22	Virementation Policy	31.5.2017	Financial Services
23	Ward Allocation Policy	31.5.2017	Financial Services
24	Information and communication technology policies (7 X policies)	26.07.2017	Corporate Services
25	Events Policy	30.08.2017	Community and Protection Services
26	Cell phone Policy	25.10.2017	Corporate Services
27	Placement Policy	25.10.2017	Corporate Services
28	Revised smoking Policy	25.10.2017	Corporate Services

POLICIES APPROVED 2018

	NAME OF POLICY	DATE OF APPROVAL	DIRECTORATE
1	Proposed Policy on the management of Stellenbosch municipality's immovable property	28.03.2018	Planning and Economic Development (human settlements)
2	Adoption of the new anti-fraud and corruption prevention Policy	23.05.2018	Office of the Municipal Manager
3	Stellenbosch municipality: draft telecommunication mast infrastructure Policy	23.05.2018	Planning and Economic Development
	Performance management policy	23.05.2018	Municipal Manager
4	Review of access control and internal security Policy on the protection of council property and municipal staff	25.07.2018	Community and Protection Services
5	Accounting Policy	28.05.2018	Financial Services
6	Asset Management Policy	28.05.2018	Financial Services
7	Borrowing, Funds & Reserves Policy	28.05.2018	Financial Services
8	Budget Implementation & Monitoring Policy	28.05.2018	Financial Services
9	Cash Management & Investment Policy	28.05.2018	Financial Services
10	Credit Control & Debt Collection Policy	28.05.2018	Financial Services
11	Development Charges Policy	28.05.2018	Financial Services
12	Financing of External Bodies Performing Municipal Functions Policy	28.05.2018	Financial Services
13	Grants-In-Aid Policy	28.05.2018	Financial Services
14	Indigent Policy	28.05.2018	Financial Services
15	Inventory Management Policy	28.05.2018	Financial Services
16	Irrecoverable Debt Policy	28.05.2018	Financial Services

17	Liquidity Policy	28.05.2018	Financial Services
18	Petty Cash Policy	28.05.2018	Financial Services
19	Preferential Procurement Policy	28.05.2018	Financial Services
20	Property Rates Policy	28.05.2018	Financial Services
21	SCM Policy for Infrastructure Procurement & Delivery Management	28.05.2018	Financial Services
22	Special Ratings Area Policy	28.05.2018	Financial Services
23	Supply Chain Management Policy	28.05.2018	Financial Services
24	Tariff Policy	28.05.2018	Financial Services
25	Travel & Subsistence Policy	28.05.2018	Financial Services
26	Virementation Policy	28.05.2018	Financial Services
27	Ward Allocation Policy	28.05.2018	Financial Services
28	Communication Policy	25.07.2018	Corporate Services
29	Guidelines on flexi-time	25.07.2018	Corporate Services
30	Reservist Policy	25.07.2018	Community and Protection Services
31	Stellenbosch municipality noise control Policy	22.08.2018	Planning and Economic Development
32	Time and attendance management Policy	26.09.2018	Corporate Services
33	Revised employee bursary Policy (internal) for the Stellenbosch municipality	26.09.2018	Corporate Services
34	Motor vehicle allowance scheme	28.11.2018	Corporate Services
35	New overtime Policy	28.11.2018	Corporate Services
36	New acting allowance Policy	28.11.2018	Corporate Services

37	Revised firearm Policy	28.11.2018	Corporate Services
38	Adoption of the revised risk management Policy	28.11.2018	Office of the Municipal Manager

POLICIES APPROVED 2019

	NAME OF POLICY	DATE OF APPROVAL	DIRECTORATE
1	Additional responsibility allowance Policy	24.04.2019	Corporate Services
2	Guidelines on negotiation of remuneration for retention and attraction of staff	24.04.2019	Corporate Services
3	Policy and procedures for ward committees	24.04.2019	Corporate Services
4	Stellenbosch municipality closed circuit television Policy	29.05.2019	Community and Protection Services
5	Accounting Policy	29.05.2019	Financial Services
6	Asset Management Policy	29.05.2019	Financial Services
7	Borrowing, Funds & Reserves Policy	29.05.2019	Financial Services
8	Budget Implementation & Monitoring Policy	29.05.2019	Financial Services
9	Cash Management & Investment Policy	29.05.2019	Financial Services
10	Cost Containment Policy (2019-09-25)	29.05.2019	Financial Services
11	Credit Control & Debt Collection Policy	29.05.2019	Financial Services
12	Development Charges Policy	29.05.2019	Financial Services
13	Financing of External Bodies Performing Municipal Functions Policy	29.05.2019	Financial Services
14	Grants-In-Aid Policy	29.05.2019	Financial Services
15	Indigent Policy	29.05.2019	Financial Services
16	Inventory Management Policy	29.05.2019	Financial Services
17	Irrecoverable Debt Policy	29.05.2019	Financial Services

18	Liquidity Policy	29.05.2019	Financial Services
19	Petty Cash Policy	29.05.2019	Financial Services
20	Preferential Procurement Policy	29.05.2019	Financial Services
21	Property Rates Policy	29.05.2019	Financial Services
22	SCM Policy for Infrastructure Procurement & Delivery Management	29.05.2019	Financial Services
23	Special Ratings Area Policy	29.05.2019	Financial Services
24	Supply Chain Management Policy	29.05.2019	Financial Services
25	Tariff Policy	29.05.2019	Financial Services
26	Travel & Subsistence Policy	29.05.2019	Financial Services
27	Virementation Policy	29.05.2019	Financial Services
28	Ward Allocation Policy	29.05.2019	Financial Services
29	Revised performance management Policy	24.07.2019	Office of the Municipal Manager
30	Adoption of the draft expanded public works programme Policy	28.08.2019	Planning and Economic Development
31	Revised System of Delegations	28.08.2019	Corporate Services
32	Draft Implementation of an Auxiliary Law Enforcement Service	25.9.2019	Community and Protection Services
33	System of Delegations	25.9.2019	Corporate Services
34	Street People	25.9.2019	Community and Protection Services
35	Cost Containment Policy	25.9.2019	Financial Services
36	Informal Trading	23.10.2019	Planning and Economic Development

POLICIES APPROVED 2020

	NAME OF POLICY	DATE OF APPROVAL	DIRECTORATE
1	Customer Care Framework	29.1.2020	Corporate Services
2	Task Implementation Policy	26.02.2020	Corporate Services
3	Policy on externally funded law enforcement and traffic officers	26.02.2020	Community and Protection Services
4	Policy for the implementation of an auxiliary law enforcement service for Stellenbosch Municipality	26.02.2020	Community and Protection Services
5	Revised Indigent Policy	31.3.2020	Financial Services
7	Policy on the hiring of Municipal Halls and Facilities	8.05.2020	Municipal Manager'
8	Accounting Policy	27.05.2020	Financial Services
9	Asset Management Policy	27.05.2020	Financial Services
10	Borrowing, Funds & Reserves Policy	27.05.2020	Financial Services
11	Budget Implementation & Monitoring Policy	27.05.2020	Financial Services
12	Cash Management & Investment Policy	27.05.2020	Financial Services
13	Cost Containment Policy (2019-09-25)	27.05.2020	Financial Services
14	Credit Control & Debt Collection Policy	27.05.2020	Financial Services
15	Development Charges Policy	27.05.2020	Financial Services
16	Financing of External Bodies Performing Municipal Functions Policy	27.05.2020	Financial Services
17	Grants-In-Aid Policy	27.05.2020	Financial Services
18	Indigent Policy	27.05.2020	Financial Services
19	Inventory Management Policy	27.05.2020	Financial Services

20	Irrecoverable Debt Policy	27.05.2020	Financial Services
21	Liquidity Policy	27.05.2020	Financial Services
22	Petty Cash Policy	27.05.2020	Financial Services
23	Preferential Procurement Policy	27.05.2020	Financial Services
24	Property Rates Policy	27.05.2020	Financial Services
25	SCM Policy for Infrastructure Procurement & Delivery Management	27.05.2020	Financial Services
26	Special Ratings Area Policy	27.05.2020	Financial Services
27	Supply Chain Management Policy	27.05.2020	Financial Services
28	Tariff Policy	27.05.2020	Financial Services
29	Travel & Subsistence Policy	27.05.2020	Financial Services
30	Virementation Policy	27.05.2020	Financial Services
31	Ward Allocation Policy	27.05.2020	Financial Services
32	Traffic calming policy	24.08.2020	Infra-structure Services
33	Land use enforcement policy for Stellenbosch Municipality, march 2019	24.08.2020	Planning and Economic Development
34	Performance Management Policy	29.07.2020	Municipal Manager's Office
35	Parking policy for Council	28.10.2020	Corporate Services
36	Policy and procedures for ward committees, including covid-19 protocols	25.11.2020	Corporate Services

POLICIES APPROVED 2021

	NAME OF POLICY	DATE OF APPROVAL	DIRECTORATE
1	Universal Access Policy Review	27.01.2021	Community and Protection Services
2	Non-Motorised Transport Policy	21.04.2021	Infra Structure Services
3	Consequence Management Policy	26.05.2021	Corporate Services
4	Accounting Policy	26.05.2021	Financial Services
5	Asset Management Policy	26.05.2021	Financial Services
6	Borrowing, Funds & Reserves Policy	26.05.2021	Financial Services
7	Budget Implementation & Monitoring Policy	26.05.2021	Financial Services
8	Cash Management & Investment Policy	26.05.2021	Financial Services
9	Cost Containment Policy (2019-09-25)	26.05.2021	Financial Services
10	Credit Control & Debt Collection Policy	26.05.2021	Financial Services
11	Development Charges Policy	26.05.2021	Financial Services
12	Financing of External Bodies Performing Municipal Functions Policy	26.05.2021	Financial Services
13	Grants-In-Aid Policy	26.05.2021	Financial Services
14	Indigent Policy	26.05.2021	Financial Services
15	Inventory Management Policy	26.05.2021	Financial Services
16	Irrecoverable Debt Policy	26.05.2021	Financial Services
17	Liquidity Policy	26.05.2021	Financial Services

18	Petty Cash Policy	26.05.2021	Financial Services
19	Preferential Procurement Policy	26.05.2021	Financial Services
20	Property Rates Policy	26.05.2021	Financial Services
21	SCM Policy for Infrastructure Procurement & Delivery Management	26.05.2021	Financial Services
22	Special Ratings Area Policy	26.05.2021	Financial Services
23	Supply Chain Management Policy	26.05.2021	Financial Services
24	Tariff Policy	26.05.2021	Financial Services
25	Travel & Subsistence Policy	26.05.2021	Financial Services
26	Virementation Policy	26.05.2021	Financial Services
27	Ward Allocation Policy	26.05.2021	Financial Services
28	Wayleave Policy (2021-03-31)	26.05.2021	Financial Services