

**NORTH WEST
NOORDWES**

**PROVINCIAL GAZETTE
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IMPORTANT NOTICE

The
North West Province Provincial Gazette Function
will be transferred to the
Government Printer in Pretoria
as from 1 February 2006

NEW PARTICULARS ARE AS FOLLOWS:

Physical address:

Government Printing Works
149 Bosman Street
Pretoria

Postal address:

Private Bag X85
Pretoria
0001

New contact persons: Louise Fourie Tel.: (012) 334-4686
Mrs H. Wolmarans Tel.: (012) 334-4591

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louis.fourie@gpw.gov.za

Contact persons for subscribers:

Mrs S. M. Milanzi Tel.: (012) 334-4734
Mrs J. Wehmeyer Tel.: (012) 334-4753
Fax.: (012) 323-9574

This phase-in period is to commence from 1 **February 2006** (suggest date of advert) and notice comes into operation as from 1 **February 2006**.

Subscribers and all other stakeholders are advised to send their advertisements directly to the **Government Printing Works**, 7 days before publication date.

*In future, adverts have to be paid in advance
before being published in the Gazette.*

AWIE VAN ZYL

Advertising Manager

IT IS THE CLIENTS RESPONSIBILITY TO ENSURE THAT THE CORRECT AMOUNT IS PAID AT THE CASHIER OR DEPOSITED INTO THE GOVERNMENT PRINTING WORKS BANK ACCOUNT AND ALSO THAT THE REQUISITION/COVERING LETTER TOGETHER WITH THE ADVERTISEMENTS AND THE PROOF OF DEPOSIT REACHES THE GOVERNMENT PRINTING WORKS IN TIME FOR INSERTION IN THE PROVINCIAL GAZETTE.

No ADVERTISEMENTS WILL BE PLACED WITHOUT PRIOR PROOF OF PRE-PAYMENT.

$\frac{1}{4}$ page **R 187.37**

Letter Type: Arial Size: 10

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Exactly 11pt

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$\frac{1}{4}$ page **R 749.50**

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REPUBLIC
OF
SOUTH AFRICA

LIST OF FIXED TARIFF RATES AND CONDITIONS

FOR PUBLICATION OF LEGAL NOTICES
IN THE *NORTH WEST PROVINCE*
PROVINCIAL GAZETTE

COMMENCEMENT: 1 FEBRUARY 2006

CONDITIONS FOR PUBLICATION OF NOTICES

CLOSING TIMES FOR THE ACCEPTANCE OF NOTICES

1. (1) The *North West Province Provincial Gazette* is published every week on Tuesday, and the closing time for the acceptance of notices which have to appear in the *North West Province Provincial Gazette* on any particular Tuesday, is **12:00 on a Tuesday for the following Tuesday**. Should any Tuesday coincide with a public holiday, the publication date remains unchanged. However, the closing date for acceptance of advertisements moves backwards accordingly, in order to allow for 7 working days prior to the publication date.
- (2) The date for the publication of a **separate** *North West Province Provincial Gazette* is negotiable.
2. (1) Copy of notices received **after closing time** will be held over for publication in the next *North West Province Provincial Gazette*.
- (2) Amendment or changes in copy of notices cannot be undertaken unless instructions are received **before 14:00 on Fridays**.
- (3) Copy of notices for publication or amendments of original copy can not be accepted over the telephone and must be brought about by letter, by fax or by hand. The Government Printer will not be liable for any amendments done erroneously.
- (4) In the case of cancellations a refund of the cost of a notice will be considered only if the instruction to cancel has been received on or before the stipulated closing time as indicated in paragraph 2 (2).

APPROVAL OF NOTICES

3. In the event where a cheque, submitted by an advertiser to the Government Printer as payment, is dishonoured, then the Government Printer reserves the right to refuse such client further access to the *North West Province Provincial Gazette* until any outstanding debts to the Government Printer is settled in full.

THE GOVERNMENT PRINTER INDEMNIFIED AGAINST LIABILITY

4. The Government Printer will assume no liability in respect of—
 - (1) any delay in the publication of a notice or publication of such notice on any date other than that stipulated by the advertiser;
 - (2) erroneous classification of a notice, or the placement of such notice in any section or under any heading other than the section or heading stipulated by

- (3) any editing, revision, omission, typographical errors or errors resulting from faint or indistinct copy.
- (4) The Government Printing Works is not responsible for any amendments.

LIABILITY OF ADVERTISER

5. Advertisers will be held liable for any compensation and costs arising from any action which may be instituted against the Government Printer in consequence of the publication of any notice.

COPY

6. Copy of notices must be typed on one side of the paper only and may not constitute part of any covering letter or document.
7. At the top of any copy, and set well apart from the notice, the following must be stated:

Where applicable

- (1) The heading under which the notice is to appear.
- (2) The cost of publication applicable to the notice, in accordance with the "Word Count Table".

PAYMENT OF COST

9. **With effect from 1 April 2005 no notice will be accepted for publication unless the cost of the insertion(s) is prepaid in CASH or by CHEQUE or POSTAL ORDERS. It can be arranged that money can be paid into the banking account of the Government Printer, in which case the deposit slip accompanies the advertisement before publication thereof.**
10. (1) The cost of a notice must be calculated by the advertiser in accordance with the word count table.

(2) Where there is any doubt about the cost of publication of a notice, and in the case of copy, an enquiry, accompanied by the relevant copy, should be addressed to the **Advertising Section, Government Printing Works, Private Bag X85, Pretoria, 0001 [Fax: (012) 323-8805], before publication.**
11. Overpayment resulting from miscalculation on the part of the advertiser of the cost of publication of a notice will not be refunded, unless the advertiser furnishes adequate reasons why such miscalculation occurred. In the event of underpayments, the difference will be recovered from the advertiser, and the notice(s) will not be published until such time as the full cost of such publication has been duly paid in cash or by cheque or postal orders, or into the banking account.

12. *In the event of a notice being cancelled, a refund will be made only if no cost regarding the placing of the notice has been incurred by the Government Printing Works.*
13. The Government Printer reserves the right to levy an additional charge in cases where notices, the cost of which has been calculated in accordance with the Word Count Table, are subsequently found to be excessively lengthy or to contain overmuch or complicated tabulation.

PROOF OF PUBLICATION

14. **Copies of the *North West Province Provincial Gazette* which may be required as proof of publication, may be ordered from the Government Printer at the ruling price.** The Government Printer will assume no liability for any failure to post such *North West Province Provincial Gazette(s)* or for any delay in despatching it/them.

GOVERNMENT PRINTERS BANK ACCOUNT PARTICULARS

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Account No.:	4057114016
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Reference No.:	00000050
Fax No.:	(012) 323 8805 and (012) 323 0009

Enquiries:

Mrs. L. Fourie	Tel.: (012) 334-4686
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Mrs. H. Wolmarans	Tel.: (012) 334-4591
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GENERAL NOTICES • ALGEMENE KENNISGEWINGS

NOTICE 50 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF THE POTCHEFSTROOM TOWN-PLANNING SCHEME, 1980, IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE No. 15 OF 1986)

POTCHEFSTROOM AMENDMENT SCHEME 1516

We, Welwyn Town and Regional Planners, being the authorised agent of the owner of the Remaining Portion of Erf 201, situated in the Town of Potchefstroom, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that we have applied to the Potchefstroom City Council for the amendment of the town-planning scheme known as the Potchefstroom Town-planning Scheme, 1980, by the rezoning of the property described above, situated at 10 Du Plooy Street, Potchefstroom, from "Residential 1" to "Special" with Annexure 1089, for dwelling house offices and offices.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Wolmarans Street, Potchefstroom, for a period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 113, Potchefstroom, 2520, within a period of 28 days from 5 February 2008.

Address of applicant: Welwyn Town and Regional Planners, P.O. Box 20508, Noordbrug, 2522. Tel: (018) 293-1536.

KENNISGEWING 50 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DIE POTCHEFSTROOM-DORPSBEPLANNINGSKEMA, 1980, INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

POTCHEFSTROOM-WYSIGINGSKEMA 1516

Ons, Welwyn Stads- en Streekbeplanners, synde die gemagtigde agent van die eienaar van die Resterende Gedeelte van Erf 201, geleë in die dorp Potchefstroom, ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, gee hiermee kennis dat ons by die Potchefstroom Stadsraad aansoek gedoen het om die wysiging van die dorpsbeplanningskema, bekend as die Potchefstroom-dorpsbeplanningskema, 1980, deur die hersonering van die eiendom hierbo beskryf, geleë te Du Plooystraat 10, Potchefstroom, vanaf "Residensieel 1" na "Spesiaal" met Bylae 1089 vir woonhuiskantore en kantore.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure, by die kantoor van die Munisipale Bestuurder, Wolmaransstraat, Potchefstroom, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verdoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008, skriftelik tot die Munisipale Bestuurder by bovermelde adres of by Posbus 113, Potchefstroom, 2520, ingedien of gerig word.

Adres van applikant: Welwyn Stads- en Streekbeplanners, Posbus 20508, Noordbrug, 2522. Tel: (018) 293-1536.

5-12

NOTICE 51 OF 2008

NOTICE OF APPLICATION FOR THE AMENDMENT OF THE TOWN-PLANNING SCHEME, IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

KLERKSDORP LAND USE MANAGEMENT SCHEME, 2005: AMENDMENT SCHEME 368

I, Joze Maleta, authorised agent of the owner of Erf 150, of the township Wilkeville Extension 1, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the City Council of Matlosana, for the amendment of the town-planning scheme, known as the Klerksdorp Land Use Management Scheme, 2005, as amended by the rezoning of Erf 150, of the Township Wilkeville Extension 1, situated adjacent to Lyss Avenue, the Township Wilkeville Extension 1, from "Residential 1" to "Residential 2" with an Annexure.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 107, Municipal Building, Bram Fisher Street, Kleksdorp, for a period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at P.O. Box 99, Klerksdorp, 2570, within a period of 28 days from 6 February 2008.

Address of agent: J. Maleta, P.O. Box 1372, Klerksdorp, 2570. Tel: (018) 462-1991. Ref: e150ken.

KENNISGEWING 51 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

KLERKSDORP GRONDGEBRUIK BESTUURSKEMA 2005: WYSIGINGSKEMA 368

Ek, Joze Maleta, synde die gemagtigde agent van die eienaar van Erf 150, van die dorp Wilkeville Uitbreiding 1, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Stadsraad van Matlosana aansoek gedoen het om die wysiging van die dorpsbeplanningskema, bekend as Klerksdorp Grondgebruik Bestuurskema, 2005, soos gewysig, deur die hersonering van Erf 150, van die dorp Wilkeville Uitbreiding 1, geleë aan Lysslaan van die dorp Wilkeville Uitbreiding 1, van "Residensieel 1" na "Residensieel 2" met 'n Bylae.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure, by die kantoor van die Munisipale Bestuurder, Kamer 107, Burgersentrum, Bram Fisherstraat, Klerksdorp, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder, by bovermelde adres of by Posbus 99, Klerksdorp, 2570, ingedien of gerig word.

Adres van agent: J. Maleta, Posbus 1372, Klerksdorp, 2570. Tel: (018) 462-1991.

5-12

NOTICE 52 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56(1)(b)(i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 405

I, Jan-Nolte Ekkerd of the firm EPS, being the authorised agent of the owner of Portion 4 of Erf 678, Portions 3, 1 and Remainder of Erf 679, Portions 5 and 3 of Erf 659, Rustenburg, hereby give notice in terms of section 56(1)(b)(i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme 2005 by the rezoning of the properties described above, situated on 77 and 79A Dawes Street and 22A, 22, 20 and 18 Tuin Street, respectively from "Residential 1" to "Residential 2" with a density of 40 units per hectare.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 319, at the Missionary Mpheni House, cnr. of Nelson Mandela and Beyers Naude Drives, Rustenburg, for the period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 16, Rustenburg, 0300, within a period of 28 days from 5 February 2008.

Address of owner: P/a EPS Consulting Engineers, P.O. Box 5002, Rustenburg, 0300. Tel. (014) 597-2001. Fax (014) 597-4956.

KENNISGEWING 52 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56(1)(b)(i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE (ORDONNANSIE 15 VAN 1986)

RUSTENBURG WYSIGINGSKEMA 405

Ek, Jan-Nolte Ekkerd, van die firma EPS, synde die gemagtigde agent van die eienaar van Gedeelte 4 van Erf 678, Gedeeltes 3, 1 en Restant van Erf 679, Gedeeltes 5 en 3 van Erf 659, Rustenburg, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by Rustenburg Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die Dorpsbeplanningskema bekend as Rustenburg Grondgebruiksbestuurskema, 2005, deur die hersonering van die eiendomme hierbo beskryf, onderskeidelik geleë te Dawesstraat 77, 79A en Tuinstraat 22A, 22, 20 en 18, Rustenburg vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van 40 eenhede per hektaar.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 319, Missionary Mpheni House, h/v Nelson Mandela en Beyers Naude Lane, Rustenburg, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek met binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a EPS Raadgewende Ingenieurs, Posbus 5002, Rustenburg, 0300. Tel. (014) 597-2001. Faks. (014) 597-4956.

05-12

NOTICE 53 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56(1)(b)(i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 406

I, Jan-Nolte Ekkerd of the firm EPS, being the authorised agent of the owner of Portions 34, 31, 29, 26, 24, 21 and 18 of Erf 1918, Rustenburg, hereby give notice in terms of section 56(1)(b)(i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme 2005 by the rezoning of the properties described above, situated on 36, 32, 30, 26 Tuin Street and 15, 9, 3 Palladium Street, Rustenburg, respectively from "Residential 1" to "Residential 2" with a density of 40 units per hectare.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 319, at the Missionary Mpheni House, cnr. of Nelson Mandela and Beyers Naude Drives, Rustenburg, for the period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 16, Rustenburg, 0300, within a period of 28 days from 5 February 2008.

Address of owner: P/a EPS Consulting Engineers, P.O. Box 5002, Rustenburg, 0300. Tel. (014) 597-2001. Fax (014) 597-4956.

KENNISGEWING 53 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56(1)(b)(i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE (ORDONNANSIE 15 VAN 1986)

RUSTENBURG WYSIGINGSKEMA 406

Ek, Jan-Nolte Ekkerd, van die firma EPS, synde die gemagtigde agent van die eienaar van Gedeeltes 34, 31, 29, 26, 24, 21 en 18 van Erf 1918, Rustenburg, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by Rustenburg Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die Dorpsbeplanningskema bekend as Rustenburg Grondgebruiksbestuurskema, 2005, deur die hersonering van die eiendomme hierbo beskryf, onderskeidelik geleë te Tuinstraat 36, 32, 30, 26 en Palladiumstraat 15, 9 en 3, Rustenburg vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van 40 eenhede per hektaar.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 319, Missionary Mpheni House, h/v Nelson Mandela- en Beyers Naude Lane, Rustenburg, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek met binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a EPS Raadgewende Ingenieurs, Posbus 5002, Rustenburg, 0300. Tel. (014) 597-2001. Faks (014) 597-4956.

05-12

NOTICE 54 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56(1)(b)(i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 407

I, Jan-Nolte Ekkerd of the firm EPS, being the authorised agent of the owner of Portions 16, 14, 11, 6, 4 and 1 of Erf 1918 and Portion 1 of Erf 713, Rustenburg, hereby give notice in terms of section 56(1)(b)(i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme, 2005, by the rezoning of the properties described above, situated on 16, 12 and 6 Palladium Street and 33, 29A, 27 and 30 Kock Street, Rustenburg, respectively from "Residential 1" to "Residential 2" with a density of 40 units per hectare.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 319, at the Missionary Mpheni House, cnr. of Nelson Mandela and Beyers Naude Drives, Rustenburg, for the period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 16, Rustenburg, 0300, within a period of 28 days from 5 February 2008.

Address of owner: P/a EPS Consulting Engineers, P.O. Box 5002, Rustenburg, 0300. Tel. (014) 597-2001. Fax (014) 597-4956.

KENNISGEWING 54 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56(1)(b)(i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE (ORDONNANSIE 15 VAN 1986)

RUSTENBURG WYSIGINGSKEMA 407

Ek, Jan-Nolte Ekkerd, van die firma EPS, synde die gemagtigde agent van die eienaar van Gedeeltes 16, 14, 11, 6, 4 en 1 van Erf 1918, asook Gedeelte 1 van Erf 713, Rustenburg, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by Rustenburg Plaaslike Munisipaliteit, aansoek gedoen het om wysiging van die Dorpsbeplanningskema bekend as Rustenburg Grondgebruiksbestuurskema, 2005, deur die hersonering van die eiendomme hierbo beskryf, onderskeidelik geleë te Palladiumlaan 16, 12, 6 en Kockstraat 33, 29A, 27 en 30, Rustenburg, vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van 40 eenhede per hektaar.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 319, Missionary Mpheni House, h/v Nelson Mandela en Beyers Naude Lane, Rustenburg, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a EPS Raadgewende Ingenieurs, Posbus 5002, Rustenburg, 0300. Tel. (014) 597-2001. Faks. (014) 597-4956.

05-12

NOTICE 55 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 408

I, Jan-Nolte Ekkerd of the firm EPS, being the authorised agent of the owner of Portions 1, 2, 3 and the Remainder of Erf 598 and Portions 2 and 3 of Erf 617, Rustenburg, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme, 2005, by the rezoning of the properties described above, situated on 7A, 7, 5A, 5, 10 and 10A Kock Street, Rustenburg, respectively from "Residential 1" to "Residential 2" with a density of 40 units per hectare.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 319, at the Missionary Mpheni House, cnr. of Nelson Mandela and Beyers Naude Drives, Rustenburg, for a period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 16, Rustenburg, 0300, within a period of 28 days from 5 February 2008.

Address of owner: C/o EPS Consulting Engineers, P.O. Box 5002, Rustenburg, 0300. Tel. (014) 597-2001. Fax (014) 597-4956.

KENNISGEWING 55 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

RUSTENBURG WYSIGINGSKEMA 408

Ek, Jan-Nolte Ekkerd, van die firma EPS, synde die gemagtigde agent van die eienaar van Gedeeltes 1, 2, 3 en die Restant van Erf 598 en Gedeeltes 2 en 3 van Erf 617, Rustenburg, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Rustenburg Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die Dorpsbeplanningskema bekend as Rustenburg Grondgebruiksbestuurskema, 2005, deur die hersonering van die eiendomme hierbo beskryf, onderskeidelik geleë te Kockstraat 7A, 7, 5A, 5, 10 en 10A, Rustenburg vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van 40 eenhede per hektaar.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 319, Missionary Mpheni House, h/v Nelson Mandela- en Beyers Naudelaan, Rustenburg, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a EPS Raadgewende Ingenieurs, Posbus 5002, Rustenburg, 0300. Tel. (014) 597-2001. Faks (014) 597-4956.

5-12

NOTICE 56 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 409

I, Jan-Nolte Ekkerd, of the firm EPS, being the authorised agent of the owner of Portions 3 and 1 of Erf 577, Portions 3, 2, 1 and the Remainder of Erf 596, Rustenburg, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme, 2005, by the rezoning of the properties described above, situated on 2 Kock Street, 68 Buiten Street, 7, 5A, 5 and 3A Beyers Naude Drive, respectively from "Residential 1" to "Residential 2" with a density of 40 units per hectare.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 319, at the Missionary Mpheni House, cnr. of Nelson Mandela and Beyers Naude Drives, Rustenburg, for the period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 16, Rustenburg, 0300, within a period of 28 days from 5 February 2008.

Address of owner: C/o EPS Consulting Engineers, P.O. Box 5002, Rustenburg, 0300. Tel. (014) 597-2001. Fax (014) 597-4956.

KENNISGEWING 56 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE (ORDONNANSIE 15 VAN 1986)

RUSTENBURG-WYSIGINGSKEMA 409

Ek, Jan-Nolte Ekkerd, van die firma EPS, synde die gemagtigde agent van die eienaar van Gedeeltes 3 en 1 van Erf 577, die Restant van Erf 596, Gedeeltes 3, 2, 1 van Erf 596, Rustenburg, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Rustenburg Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die Dorpsbeplanningskema bekend as Rustenburg Grondgebruiksbestuurskema, 2005, deur die hersonering van die eiendom hierbo beskryf, onderskeidelik geleë te Kockstraat 2, Buitenstraat 68, Beyers Nauderylaan 7, 5A, 5 en 3A, Rustenburg vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van 40 eenhede per hektaar.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 319, Missionary Mpheni House, h/v Nelson Mandela en Beyers Nauderylaan, Rustenburg, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a EPS Raadgewende Ingenieurs, Posbus 5002, Rustenburg, 0300. Tel. (014) 597-2001. Faks. (014) 597-4956.

5-12

NOTICE 57 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 410

I, Jan-Nolte Ekkerd, of the firm EPS, being the authorised agent of the owner of the Remainder of Portions 4, 3, 2, 1 of Erf 610, Rustenburg, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme, 2005, by the rezoning of the properties described above, situated on 43A, 43 and 41, Oos Street, 9A and 9 Kruger Street, Rustenburg, respectively from "Residential 1" to "Residential 2" with a density of 40 units per hectare.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 319, Missionary Mpheni House, cnr. of Nelson Mandela and Beyers Naudé Drives, Rustenburg, for the period of 28 days from 5 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 16, Rustenburg, 0300, within a period of 28 days from 5 February 2008.

Address of owner: P/a EPS Consulting Engineers, P.O. Box 5002, Rustenburg, 0300. Tel. (014) 597-2001. Fax (014) 597-4956.

KENNISGEWING 57 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DDORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE (ORDONNANSIE 15 VAN 1986)

RUSTENBURG-WYSIGINGSKEMA 410

Ek, Jan-Nolte Ekkerd, van die firma EPS, synde die gemagtigde agent van die eienaar van die Restant van asook Gedeeltes 4, 3, 2 en 1 van Erf 610, Rustenburg, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Rustenburg Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die Dorpsbeplanningskema bekend as Rustenburg Grondgebruiksbestuurskema, 2005, deur die hersonering van die eiendomme hierbo beskryf, onderskeidelik geleë te Oosstraat 43A, 43 en 41, asook Krugerstraat 9A en 9, Rustenburg, vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van 40 eenhede per hektaar.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 319, Missionary Mpheni House, h/v Nelson Mandela- en Beyers Naudérylaan, Rustenburg, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a EPS Raadgewende Ingenieurs, Posbus 5002, Rustenburg, 0300. Tel. (014) 597-2001. Faks. (014) 597-4956.

5-12

NOTICE 68 OF 2008**BRITS TOWN-PLANNING SCHEME**

NOTICE OF APPLICATION FOR AMENDMENT OF THE TOWN-PLANNING SCHEME IN TERMS OF THE ORDINANCE ON TOWN-PLANNING AND TOWNSHIPS, 1986 (ORDINANCE 15 OF 1986)

I, Paul Landsaat, being the authorized agent of the owner of Erf 1705, Brits, hereby give notice in terms of section 56 (1) (b) (i) of the Ordinance on Town-planning and Townships, 1986, that I have applied to the Local Municipality of Madibeng for the amendment of the town-planning scheme known as the Brits Town-planning Scheme, 1958, by the rezoning of Erf 1705, Brits, X11, known as 8 Bokmakierie Street, Brits, X11, from "Special Residential" to "Special for dwellings attached or detached" as set out in the annexures to this application.

Particulars of this application will lie for inspection during normal office hours at the offices of the Town Clerk, Municipal Offices, Van Velden Street, Brits, for a period of 28 days from 8 February 2008.

Objections or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at PO Box 106, Brits, 0252, within a period of 28 days from 8 February 2008.

Address of owner: C/o P Landsaat, 45 Harrington Street, Brits, 0250.

KENNISGEWING 68 VAN 2008**BRITS-DORPSBEPLANNINGSKEMA**

KENNISGEWING VAN AANSOEK OM DIE WYSIGING VAN DIE DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

Ek, Paul Landsaat, synde die gemagtigde agent van die eienaar van Erf 1705, Brits, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Plaaslike Munisipaliteit van Madibeng aansoek gedoen het om die wysiging van die Brits-dorpsbeplanningskema, 1958, deur die hersonering van Erf 1705, Brits, X11 uitbreiding geleë te Bokmakieriestraat 11, Brits, X11, vanaf "Spesiaal Woon" na "Spesiaal vir wooneenhede aaneenlopend of losstaande" soos in die bylae van die aansoek uiteengesit.

Besonderhede van hierdie aansoek lê ter insae gedurende kantoorure by die kantoor van die Stadsklerk, Munisipale Kantore, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 8 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 8 Februarie 2008 skriftelik by die Munisipale Bestuurder by bogemelde adres of by Posbus 106, Brits, 0250, ingedien of gerig word.

Adres van eienaar: P/a P Landsaat, Harringtonstraat 45, Brits, 0250.

12-19

NOTICE 69 OF 2008

NOTICE OF APPLICATION FOR THE AMENDMENT OF THE TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

DITSOBOTLA AMENDMENT SCHEME 8

We, J.J. Odendaal and M.J. Esterhuizen, the owners of Portion 1 of Erf 913, Lichtenburg, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that we have applied to the Ditsobotla Local Municipality for the amendment of the town-planning scheme known as Ditsobotla Town-planning Scheme, 2007, by the rezoning of the property described above, situated at 19 Kerk Street, Lichtenburg, from "Residential 1" to "Residential 2" for the development of dwelling units.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 4, First Floor, Civic Centre, corner of Dr Nelson Mandela Road and Transvaal Street, Lichtenburg, Tel: (018) 632-5051, for a period of 28 from 12 February 2008.

Objections to or representations in respect of the applications must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 7, Lichtenburg, 2740, within a period of 28 days from 12 February 2008.

Address of applicants: P.O. Box 2182, Lichtenburg, 2740.

KENNISGEWING 69 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

DITSOBOTLA-WYSIGINGSKEMA 8

Ons, J.J. Odendaal en M.J. Esterhuizen, die eienaars van Gedeelte 1 van Erf 913, Lichtenburg, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ons by die Ditsobotla Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Ditsobotla-dorpsbeplanning-skema, 2007, deur die hersonering van die eiendom hierbo beskryf, geleë te Kerkstraat 19, Lichtenburg, van "Residensieel 1" na "Residensieel 2" vir die ontwikkeling van wooneenhede.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 4, Eerste Vloer, Burgersentrum, h/v Dr. Nelson Mandelaweg en Transvaalstraat, Lichtenburg, Tel: (018) 632-5051 vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 7, Lichtenburg, 2740, ingedien of gerig word.

Adres van applikante: Posbus 2182, Lichtenburg, 2740.

12-19

NOTICE 70 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (ii) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

HARTBEESPOORT AMENDMENT SCHEME 320

I, Jeff de Klerk, being the authorised agent of the owner of Portion 1 of Erf 802, Schoemansville Extension, hereby give notice in terms of section 56 (1) (b) (ii) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Local Municipality of Madibeng for the amendment of the town-planning scheme known as Hartbeespoort Town-planning Scheme, 1993, by the rezoning of the property described above, situated at 96A Malan Street, Schoemansville Extension, from "Residential 1" to "Residential 3" with Height Zone H8 (height—2 storeys, coverage—60%, FAR—1,2).

Particulars of the application will lie for inspection during normal office hours at the Municipal Offices, Van Velden Street, Brits, for a period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at PO Box 106, Brits, 0250, within a period of 28 days from 12 February 2008.

Address of authorised agent: PO Box 105, Ifafi, 0260. Tel: (012) 259-1688.

KENNISGEWING 70 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (ii) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

HARTBEESPOORT-WYSIGINGSKEMA 320

Ek, Jeff de Klerk, synde die gemagtigde agent van die eienaar van Gedeelte 1 van Erf 802, Schoemansville-uitbreiding, gee hiermee ingevolge artikel 56 (1) (b) (ii) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Plaaslike Munisipaliteit van Madibeng aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Hartbeespoort-dorpsbeplanningskema, 1993, deur die hersonering van die eiendom hierbo beskryf, geleë te Malanstraat 96A, Schoemansville-uitbreiding, vanaf "Residensieel 1" na "Residensieel 3" met Hoogtesone H8 (hoogte—2 verdiepings, dekking—60%, VRV—1,2).

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die Munisipale Kantore, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 106, Brits, 0250, ingedien word.

Adres van gemagtigde agent: Posbus 105, Ifafi, 0260. Tel: (012) 259-1688.

12-19

NOTICE 71 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (ii) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

HARTBEESPOORT AMENDMENT SCHEME 327

I, Jeff de Klerk, being the authorised agent of the owner of Erven 935, 936, 937, 938, 939, 941, 943, 944, 945 and 946, Schoemansville Extension 2, hereby give notice in terms of section 56 (1) (b) (ii) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Local Municipality of Madibeng for the amendment of the town-planning scheme known as Hartbeespoort Town-planning Scheme, 1993, by the rezoning of the properties described above, situated at the intersections of Protea Street, Olienhout Street and Kiepersol Crescent, Schoemansville Extension 2, from "Residential 1" with a density of "One dwelling per erf" to "Residential 1" with a density of "One dwelling per 500 m²".

Particulars of the application will lie for inspection during normal office hours at the Municipal Offices, Van Velden Street, Brits, for a period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at PO Box 106, Brits, 0250, within a period of 28 days from 12 February 2008.

Address of authorised agent: PO Box 105, Ifafi, 0260. Tel: (012) 259-1688.

KENNISGEWING 71 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (ii) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

HARTBEESPOORT-WYSIGINGSKEMA 327

Ek, Jeff de Klerk, synde die gemagtigde agent van die eienaar van Erve 935, 936, 937, 938, 939, 941, 943, 944, 945 en 946, Schoemansville-uitbreiding 2, gee hiermee ingevolge artikel 56 (1) (b) (ii) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Plaaslike Munisipaliteit van Madibeng aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Hartbeespoort-dorpsbeplanningskema, 1993, deur die hersonering van die eiendom hierbo beskryf, geleë by die interseksies van Proteastraat, Olienhoutstraat en Kiepersolsingel, Schoemansville-uitbreiding 2, vanaf "Residensieel 1" met 'n digtheid van "Een woonhuis per erf" na "Residensieel 1" met 'n digtheid van "Een woonhuis per 500 m²".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die Munisipale Kantore, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 106, Brits, 0250, ingedien word.

Adres van gemagtigde agent: Posbus 105, Ifafi, 0260. Tel: (012) 259-1688.

12-19

NOTICE 72 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

RUSTENBURG AMENDMENT SCHEME 374

I, Petrus Christiaan Cornelius de Jager, of the firm Towncomp, BK 1995/024157/23, being the authorised agent of the owner of the Remainder of Erf 1175, Rustenburg, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Rustenburg Local Municipality for the amendment of the town-planning scheme known as Rustenburg Land Use Management Scheme, 2005, by the rezoning of the property described above, situated at 179 Klopper Street, Rustenburg, from "Residential 1" to "Special for Residential 1 with a density of 125 units per hectare, offices and medical consulting rooms" subject to conditions as per Annexure 657.

Particulars of the application will lie for inspection during normal office hours at the office of the Director: Planning and Development, Room 319, Missionary Mpheni House, cnr. of Beyers Naudé and Nelson Mandela Drives, Rustenburg, for the period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Director: Planning and Development, at the above address or at PO Box 16, Rustenburg, 0300, within a period of 28 days from 12 February 2008.

Address of owner: P/a Towncomp CC, PO Box 20145, Proteapark, 0305. Tel: (014) 533-2950. Fax: (014) 533-3733.

KENNISGEWING 72 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

RUSTENBURG-WYSIGINGSKEMA 374

Ek, Petrus Christiaan Cornelius de Jager, van die firma Towncomp, BK 1995/024157/23, synde die gemagtigde agent van die eienaar van die Restant van Erf 1175, Rustenburg, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by Rustenburg Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Rustenburg-Grondgebruikbestuurskema, 2005, deur die hersonering van die eiendom hierbo beskryf, geleë te Klopperstraat 179, Rustenburg, vanaf "Residensieel 1" na "Spesiaal vir Residensieel 1 met 'n digtheid van 125 eenhede per hektaar, kantore en mediese spreekkamers", onderhewig aan voorwaardes soos per Bylae 657.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Direkteur: Beplanning en Ontwikkeling, Kamer 319, Missionary Mpheni House, h/v Beyers Naude- en Nelson Mandelarylaan, Rustenburg, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008 skriftelik by of tot die Direkteur: Beplanning en Ontwikkeling by bovermelde adres of by Posbus 16, Rustenburg, 0300, ingedien of gerig word.

Adres van eienaar: P/a Towncomp CC, Posbus 20145, Proteapark, 0305. Tel: (014) 533-2950. Faks: (014) 533-3733.

12-19

NOTICE 73 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF THE POTCHEFSTROOM TOWN-PLANNING SCHEME, 1980, IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

POTCHEFSTROOM AMENDMENT SCHEME 1519

We, Welwyn Town and Regional Planners, being the authorised agent of the owner of Erven 1304 and 1305, situated in the township Baillie Park Extension 35, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that we have applied to the Potchefstroom City Council for the amendment of the town-planning scheme known as the Potchefstroom Town-planning Scheme, 1980, by the rezoning of the property described above, situated at 3 and 5 Kraanvoël Street, Baillie Park, from "Residential 1" to "Residential 2".

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Wolmarans Street, Potchefstroom, for the period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager at the above address or at P.O. Box 113, Potchefstroom, 2520, within a period of 28 days from 12 February 2008.

Address of applicant: Welwyn Town and Regional Planners, P.O. Box 20508, Noordbrug, 2522. [Tel: (018) 293-1536.]

KENNISGEWING 73 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DIE POTCHEFSTROOM-DORPSBEPLANNINGSKEMA, 1980, INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

POTCHEFSTROOM-WYSIGINGSKEMA 1519

Ons, Welwyn Stads- en Streekbeplanners, synde die gemagtigde agent van die eienaar van Erwe 1304 en 1305, geleë in die dorpsgebied Baillie Park Uitbreiding 35, ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, gee hiermee kennis dat ons by die Potchefstroom Stadsraad aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as die Potchefstroom-dorpsbeplanningskema, 1980, deur die hersonering van die eiendom hierbo beskryf, geleë te Kraanvoëlstraat 3 en 5, Baillie Park, vanaf "Residensieel 1" na "Residensieel 2".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Wolmaransstraat, Potchefstroom, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008, skriftelik tot die Munisipale Bestuurder by bovermelde adres of by Posbus 113, Potchefstroom, 2520, ingedien of gerig word.

Adres van applikant: Welwyn Stads- en Streekbeplanners, Posbus 20508, Noordbrug, 2522. Tel: (018) 293-1536.

12-19

NOTICE 74 OF 2008**KOSMOS AMENDMENT SCHEME**

I, Ade de Beers, being the authorized agent of the owner of Erven RE182, RE264, RE2/264 and RE181, Kosmos, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance 1986 (Ordinance 15 of 1986), that I have applied to the Madibeng Local Municipality for the amendment of the town-planning scheme in operation known as the Kosmos Town-planning Scheme, 1999, by the rezoning of the property described above, from: "Residential 1 with one dwelling per erf" to "Business 1". The property is situated at Paul Kruger Avenue, Kosmos.

Particulars of the application will lie for inspection during normal office hours at the offices of the Municipal Manager, Local Municipality of Madibeng, Van Velden Street, Brits, for a period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at PO Box 106, Brits, 0250, within a period of 28 days from 12 February 2008.

Address of authorized agent: P.O. Box 292, Kosmos, 0261.

KENNISGEWING 74 VAN 2008**KOSMOS-WYSIGINGSKEMA**

Ek, Ade de Beer, synde die gevolmagtigde agent van die eienaar van Erwe RE182, RE264, RE2/264 en RE181, Kosmos, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ek by Madibeng Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema in werking bekend as die Kosmos-dorpsbeplanningskema, 1999, deur die hersonering van die eiendom hierbo beskryf, geleë te Paul Krugerstraat, Kosmos, vanaf "Residensieel 1 met een woonhuis per erf" na "Besigheid 1".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Plaaslike Munisipaliteit van Madibeng, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008 skriftelik en in tweevoud by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 106, Brits, 0250, ingedien word of gerig word.

Adres van gemagtigde agent: Posbus 292, Kosmos, 0261.

12-19

NOTICE 75 OF 2008

NOTICE OF APPLICATION FOR THE AMENDMENT OF THE TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

KLERKSDORP LAND USE MANAGEMENT SCHEME, 2005**AMENDMENT SCHEME 372**

I, Joze Maleta, authorized agent of the owner of Erf 779, of the Township Meiringspark Extension 5, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the City Council of Matlosana, for the amendment of the town-planning scheme known as the Klerksdorp Land Use Management Scheme, 2005, as amended, by the rezoning of Erf 779 of the Township Meiringspark Extension 5, situated at 5 Alcor Street, Meiringspark Extension 5, from "Residential 1" to "Residential 2" with an Annexure.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 107, Municipal Buildings, Bram Fisher Street, Klerksdorp, for a period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at P.O. Box 99, Klerksdorp, 2570, within a period of 28 days from 12 February 2008.

Address of agent: J. Maleta, P.O. Box 1372, Klerksdorp, 2570. Tel: (018) 462-1991.

KENNISGEWING 75 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

KLERKSDORP-GRONDGEBRUIKBESTUURSKEMA, 2005**WYSIGINGSKEMA 372**

Ek, Joze Maleta, synde die gemagtigde agent van die eienaar van Erf 779, van die dorp Meiringspark Uitbreiding 5, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Stadsraad van Matlosana aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Klerksdorp Grondgebruikbestuurskema, 2005, soos gewysig, deur die hersonering van Erf 779 van die dorp Meiringspark Uitbreiding 5, geleë aan Alcorstraat 5, Meiringspark Uitbreiding 5, van "Residensieel 1" na "Residensieel 2" met 'n Bylae.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 107, Burgersentrum, Bram Fisherstraat, Klerksdorp, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 99, Klerksdorp, 2570, ingedien of gerig word.

Adres van agent: J. Maleta, Posbus 1372, Klerksdorp, 2570. Tel: (018) 462-1991.

12-19

NOTICE 76 OF 2008

NOTICE OF APPLICATION FOR THE AMENDMENT OF THE TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

KLERKSDORP LAND USE MANAGEMENT SCHEME, 2005**AMENDMENT SCHEME 373**

I, Joze Maleta, authorized agent of the owner of Erf 782, of the Township Meiringspark Extension 5, hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the City Council of Matlosana, for the amendment of the town-planning scheme known as the Klerksdorp Land Use Management Scheme, 2005, as amended, by the rezoning of Erf 782 of the Township Meiringspark Extension 5, situated at 16 Amandel Street, Meiringspark Extension 5, from "Residential 1" to "Residential 2" with an annexure.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 107, Municipal Buildings, Bram Fisher Street, Klerksdorp, for a period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at P.O. Box 99, Klerksdorp, 2570, within a period of 28 days from 12 February 2008.

Address of agent: J. Maleta, P.O. Box 1372, Klerksdorp, 2570. Tel: (018) 462-1991.

KENNISGEWING 76 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

KLERKSDORP-GRONDGEBRUIKBESTUURSKEMA, 2005**WYSIGINGSKEMA 373**

Ek, Joze Maleta, synde die gemagtigde agent van die eienaar van Erf 782, van die dorp Meiringspark Uitbreiding 5, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Stadsraad van Matlosana aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Klerksdorp-Grondgebruikbestuurskema, 2005, soos gewysig, deur die hersonering van Erf 782 van die dorp Meiringspark Uitbreiding 5, geleë aan Amandelstraat 16, Meiringspark Uitbreiding 5, van "Residensieel 1" na "Residensieel 2" met 'n Bylae.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 107, Burgersentrum, Bram Fisherstraat, Klerksdorp, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 99, Klerksdorp, 2570, ingedien of gerig word.

Adres van agent: J. Maleta, Posbus 1372, Klerksdorp, 2570. Tel: (018) 462-1991.

12-19

NOTICE 77 OF 2008**FOCHVILLE AMENDMENT SCHEME: F107/2008**

NOTICE OF APPLICATION FOR THE AMENDMENT OF THE TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

I, Joze Maleta, being the authorized agent of the owner of Erf 714, Fochville, hereby gives notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Merafong City Local Municipality for the amendment of the town-planning scheme known as Fochville Land Use Management Scheme, 2000, for the rezoning of the property describe above, situated at 3 Kruis Street, Fochville, from "Business 2" to "Business 1".

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, P.O. Box 3, Carletonville, 2500, for a period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at J. Maleta, Professional Land Surveyor, P.O. Box 1372, Klerksdorp, 2570, within a period of 28 days from 12 February 2008.

Address of authorized agent of the owner: J. Maleta, Professional Land Surveyor, P.O. Box 1372, Klerksdorp, 2570.

KENNISGEWING 77 VAN 2008**FOCHVILLE-WYSIGINGSKEMA: F107/2008**

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

Ek, Joze Maleta, synde die gemagtigde agent van die eienaar van Erf 714, Fochville, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Merafong Stad Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Fochville- Grondgebruiks-beheerdokument, 2000, deur die hersonering van die eiendom hierbo beskryf, welke eiendom geleë is te Kruisstraat 3, Fochville, vanaf "Besigheid 2" na "Besigheid 1".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Posbus 3, Carletonville, 2500, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by J. Maleta, Professionele Landmeter, Posbus 1372, Klerksdorp, 2570, ingedien word.

Naam en adres van gemagtigde agent: J. Maleta, Professionele Landmeter, Posbus 1372, Klerksdorp, 2570.

12-19

NOTICE 78 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1) (b) (i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

BRITS AMENDMENT SCHEME 1/522

We, Lombard Du Preez Professional Land Surveyors, being the authorized agent of the owner of Erf 3000, Brits Extension 51, hereby gives notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Madibeng Municipality, Van Velden Street, Brits, for the amendment of the town-planning scheme known as Brits Town-planning Scheme, 1/1958, by the rezoning of the property described above, from "Special Residential" to "Special for Residential buildings and profession chambers" with a coverage of 60%, F.A.R. of 1,2 and height of 2 storeys.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Van Velden Street, Brits.

Objections in respect of the application must be lodged with or made in writing to the Municipal Manager, Brits, at the above address or at PO Box 106, Brits, 0250, within a period of 28 days from 12 February 2008.

Address of agent: Lombard du Preez, Professional Land Surveyors and Township Planners, P.O. Box 798, Brits, 0250 (30 Van Velden Street). Tel: (012) 252-5959.

KENNISGEWING 78 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

BRITS-WYSIGINGSKEMA 1/522

Ons, Lombard du Preez Professionele Landmeters, synde die gemagtigde agent van die eienaar van Erf 3000, Brits Uitbreiding 51, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Madibeng Munisipaliteit, Van Veldenstraat, Brits, aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Brits-dorpsbeplanningskema, 1/1958, deur die hersonering van die eiendom hierbo beskryf, van "Spesiale Woon" na "Spesiaal vir woongeboue en professionele kamers" met 'n dekking van 60%, VRV van 1,2 en hoogte van 2 verdiepings.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder te Van Veldenstraat, Brits.

Besware teen en verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008 skriftelik by die Munisipale Bestuurder, Brits, by bovermelde adres of by Posbus 106, Brits, 0250, ingedien of gerig word.

Adres van agent: Lombard du Preez Professionele Landmeters en Dorpsgebied Beplanners, Posbus 798, Brits, 0250 (Van Veldenstraat 30). Tel: (012) 252-5959.

12-19

NOTICE 79 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1)(b)(i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

KLERKSDORP LAND USE MANAGEMENT SCHEME 374

We, K Marais Town Planning Consultants, being the authorized agent of the owner of Erf 1017, La Hoff, hereby give notice in terms of section 56 (1)(b)(i) of the Town-planning and Townships Ordinance, 1986, that I have applied to the City Council of Klerksdorp for the amendment of the town-planning scheme known as the Klerksdorp Land Use Management Scheme, 2005, as amended by the rezoning of a portion of Erf 1017, La Hoff, situated adjacent to 30 Odendaal Street, Doringkruin, Klerksdorp, from "Residential 1" to "Residential 2" with an Annexure.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Room 128, Civic Centre, Pretoria Street, Klerksdorp, for the period of 28 days from 12 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at P.O. Box 99, Klerksdorp, 2570, within a period of 28 days from 12 February 2008.

Address of agent: K. Marais, Tel. (018) 468-5519; PO Box 6258, Flamwood, 2572.

KENNISGEWING 79 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1)(b)(i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

KLERKSDORP GRONDGEBRUIKBESTUURSKEMA 374

Ons, K Marais Stadsbeplanning Konsultante, synde die gemagtigde agent van die eienaar van Erf 1017, La Hoff, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Stadsraad van Klerksdorp aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Klerksdorp Grondgebruikbestuurskema, 2005, soos gewysig, deur die hersonering van 'n gedeelte van Erf 1017, La Hoff, geleë aanliggend aan Odendaalstraat 30, La Hoff, van "Residensieel 1" na "Residensieel 2" met 'n Bylae.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Kamer 128, Burgersentrum, Pretoriastraat, Klerksdorp, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of vertoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 99, Klerksdorp, 2570, ingedien of gerig word.

Adres van gemagtigde agent: K. Marais, Tel. (018) 468-5519; Posbus 6528, Flamwood, 2572.

12-19

NOTICE 80 OF 2008

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56 (1)(b)(ii) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

I, D. J. Barnard, being the authorized agent of the owner of Erf 819, Schoemansville, hereby give notice in terms of section 56 (1)(b)(ii) of the Town-planning and Townships Ordinance, 1986, that I have applied to the Local Municipality of Madibeng for the amendment of the town-planning scheme known as Hartbeespoort Town-planning Scheme, 1993, by the rezoning of the property described above, situated at 92 Waterfront Street, from "Residential 1" with a density of "one dwelling unit per erf" to "Residential 1" with a density of "one dwelling unit per 600 m²". The rezoning is being done to make the erf subdividable.

Particulars of the application will lie for inspection during normal office hours at the Municipal Offices, Van Velden Street, Brits, for a period of 28 days from 7 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at P.O. Box 106, Brits, 0250, within a period of 28 days from 7 February 2008.

Address of applicant: P.O. Box 228, Brits, 0250.

KENNISGEWING 80 VAN 2008

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1)(b)(ii) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

Ek, D. J. Barnard, synde die gemagtigde agent van Erf 819, Schoemansville, gee hiermee ingevolge artikel 56(1)(b)(ii) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat ek by die Plaaslike Munisipaliteit van Madibeng aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Hartbeespoort-dorpsbeplanningskema, 1993, deur die hersonering van die eiendom hierbo beskryf, geleë te Waterfrontstraat 92, vanaf "Residensieel 1" met 'n digtheid van "een woonhuis per erf" na "Residensieel 1" met 'n digtheid van "een woonhuis per 600 m²". Die doel van die aansoek is om die grond verdeelbaar te maak.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die Munisipale Kantore, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 7 Februarie 2008.

Besware of vertoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 7 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 106, Brits, 0250, ingedien word.

Adres van applikant: Posbus 228, Brits, 0250.

12-19

NOTICE 81 OF 2008**PERI-URBAN AREAS TOWN-PLANNING SCHEME, 1975**

NOTICE OF APPLICATION FOR AMENDMENT OF TOWN-PLANNING SCHEME IN TERMS OF SECTION 56(1)(b)(i) OF THE TOWN-PLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

I, Louis Martin Cloete of the firm Louis Cloete Incorporated, being the authorized agent of the owner of the property described below, hereby give notice in terms of section 56(1)(b)(i) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that I have applied to the Madibeng Local Municipality for the amendment of the town-planning scheme in operation known as the Peri-Urban Areas Town-planning Scheme, 1975, by the rezoning of the following property:

1. Remainder of Portion 134 (a portion of Portion 132) of the farm Broederstroom 481 JQ, situated at Broederstroom on Plot 134, Jalalpor Road on the northern side of the R512, from "Agriculture" to "Special" for a guest house and related uses, all as per Annexure B.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager: Local Municipality of Madibeng, 4th Floor, Civic Centre, 53 Van Velden Street, Brits, for a period of 28 days from 6 February 2008.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at P O Box 106, Brits, 0250, within a period of 28 days from 12 February 2008.

Address of authorized agent: P O Box 20, Groenkloof, 0027; 179A Smith Street, Muckleneuk, Pretoria. Tel. (012) 343-2241. Fax (012) 343-5128.

Dates on which notice will be published: 12 and 19 February 2008.

KENNISGEWING 81 VAN 2008**BUISTE-STEDELIKE GEBIEDE DORPSBEPLANNINGSKEMA, 1975**

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56(1)(b)(i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

Ek, Louis Martin Cloete van die firma Louis Cloete Ingelyf, synde die gemagtigde agent van die eienaar van die onderstaande erf, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ek by die Madibeng Plaaslike Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema in werking bekend as die Buite-Stedelike Gebiede Dorpsbeplanningskema, 1975, deur die herosnering van die eiendom hieronder beskryf:

1. Die Restant van Gedeelte 134 ('n gedeelte van Gedeelte 132) van die plaas Broederstroom 481 JQ, geleë te Broederstroom op Plot 134, Jalalporweg aan die noordelike kant van die R512, vanaf "Landbou" na "Spesiaal" vir 'n gastehuis en aanverwante gebruike soos vervat in 'n Bylae B.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder: Madibeng Plaaslike Munisipaliteit, Vierde Vloer, Munisipale Kantore, Van Veldenstraat 53, Brits, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 6 Februarie 2008 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 106, Brits, 0250, ingedien of gerig word.

Adres van gemagtigde agent: Posbus 20, Groenkloof, 0027; Smithstraat 179-A, Muckleneuk, Pretoria. Tel. (012) 343-2241. Faks (012) 343-5128.

Datums waarop kennisgewing gepubliseer moet word: 12 en 19 Februarie 2008.

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NOTICE 82 OF 2008**RUSTENBURG AMENDMENT SCHEME 305**

Notice is hereby given in terms of the provisions of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986, that the Rustenburg Local Municipality has approved the amendment of the Rustenburg Land Use Management Scheme, 2005, by the rezoning of Portion 2 of Erf 1159, Rustenburg, from "Residential 1" to "Business 1".

Map 3 and scheme clauses of the amendment scheme are filed with the Regional Director, North West Provincial Administration, Private Bag X1213, Potchefstroom, 2520, and the Municipal Manager, Room 620, Missionary Mpheni House, Beyers Naude Drive, Rustenburg, and are open for inspection at all reasonable times.

This amendment is known as Rustenburg Amendment Scheme 305 and shall come into operation on the date of publication hereof.

Mr A. BOSHOFF, Municipal Manager

Missionary Mpheni House, PO Box 16, Rustenburg, 0300.

KENNISGEWING 82 VAN 2008**RUSTENBURG WYSIGINGSKEMA 305**

Kennis geskied hiermee ingevolge die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, dat die Rustenburg Plaaslike Munisipaliteit die wysiging van die Rustenburg Grondgebruiksbeheerskema, 2005, goedgekeur het deur die hersonering van Gedeelte 26 van Erf 1159, Rustenburg, vanaf "Residensieel 1" na "Besigheid 1".

Kaart 3 en die skemaklousules van die wysigingskema word in bewaring gehou deur die Streekdirekteur, Noordwes Provinsiale Administrasie, Privaatsak X1213, Potchefstroom, 2520, en die Munisipale Bestuurder, Kamer 620, Missionary Mpheni House, Beyers Naude Drive, Rustenburg, en is te alle redelike tye ter insae beskikbaar.

Hierdie wysiging staan bekend as Rustenburg Wysigingskema 305 en sal in werking tree op die datum van publikasie hiervan.

Mnr A. BOSHOFF, Munisipale Bestuurder

Missionary Mpheni House, Posbus 16, Rustenburg, 0300.

NOTICE 83 OF 2008**REMOVAL OF RESTRICTIONS ACT, 1967****REMOVAL OF RESTRICTIONS OF PORTION 2 OF ERF 1516, RUSTENBURG EXTENSION 3, NORTH WEST PROVINCE**

It is hereby notified that application has been made in terms of section 3 (1) of the Removal of Restrictions Act, 1967 (Act No. 84 of 1967), by P C C de Jager, Rustenburg, for:

- The removal of Conditions B (k) in the Deed of Transfer T027938/07 to cancel the 9.14 meter building line along Zand Street.

The application and relative documents are open for inspection at the offices of the Deputy Director: Department of Developmental Local Government and Housing, c/o Albert Luthuli and Gerrit Maritz Streets and the office of the Municipal Manager, Rustenburg Local Municipality, for a period of 28 days from 12 February 2008.

Objections to the application may be lodged in writing with the Deputy Director, Department of Developmental Local Government and Housing, at the above-mentioned address or Private Bag X1213, Potchefstroom, 2520, on or before 11 March 2008 and shall reach this office not later than 14:00 on the said date.

(GO 15/4/2/1/40/79)

KENNISGEWING 83 VAN 2008**WET OP OPHEFFING VAN BEPERKINGS, 1967****DIE OPHEFFING VAN TITELVOORWAARDES VAN GEDEELTE 2 VAN ERF 1516, RUSTENBURG UITBREIDING 3, NOORDWES PROVINSIE**

Hierby word bekendgemaak dat ingevolge die bepalings van artikel 3 (1) van die Wet op Opheffing van Beperkings, 1967 (Wet No. 84 van 1967), aansoek gedoen is deur P C C de Jager, Rustenburg, vir:

- Die opheffing van Voorwaarde B (k) in die Akte van Transport T027938/07 om die 9.14 meter boulyn langs Zandstraat op te hef.

Die aansoek en die betrokke dokumente is ter insae by die kantoor van die Adjunk Direkteur: Departement van Ontwikkelende Plaaslike Regering en Behuising, h/v Albert Luthuli- en Gerrit Maritzstraat, Potchefstroom, en in die kantoor van die Munisipale Bestuurder, Rustenburg Plaaslike Munisipaliteit, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008.

Besware teen die aansoek kan skriftelik by die Adunk Direkteur, Departement van Ontwikkelende Plaaslike Regering en Behuising by bovermelde adres of Privaatsak X1213, Potchefstroom, 2520, voor of op 11 Maart 2008 ingedien word en moet die kantoor nie later as 14:00 op genoemde datum bereik nie.

(GO 15/4/2/1/40/79)

LOCAL AUTHORITY NOTICES PLAASLIKE BESTUURSKENNISGEWINGS

LOCAL AUTHORITY NOTICE 28

LOCAL MUNICIPALITY OF MADIBENG

NOTICE OF APPLICATION FOR ESTABLISHMENT OF A TOWNSHIP

The Local Municipality of Madibeng hereby gives notice in terms of section 96, read with section 69 (6) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that an application to establish the township referred to in the Annexure attached hereto, has been received by it.

Particulars of the application will lie for inspection during normal office hours at the Municipal Offices, Van Velden Street, Brits, for a period of 28 days from 5 February 2008, being the date of first publication of this notice.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at PO Box 106, Brits, 0250, within a period of 28 days from 5 February 2008.

ANNEXURE

Name of township: **Brits Extension 133.**

Name of applicant: Plandev Town and Regional Planners on behalf Brits Town Council and Ngwenya River Estate (Pty) Ltd.

Number of erven in proposed township:

Special Residential:	48 erven.
General Residential with a density of 20 units per hectare:	6 erven.
Private Open Space:	1 erf.
Special for private roads and engineering services:	5 erven.
TOTAL:	60 erven

Description of land on which the township is to be established: The Remainder of Portion 40, Portion 71 and a part of Portion 84 of the farm Krokodildrift 446-JQ.

Locality of proposed township: The township herewith proposed is situated north east of the Crocodile River and south east of the township of Primindia

Address of applicant: Plandev Town and Regional Planners, PO Box 7710, Centurion, 0046. Tel No. (012) 665-2330. Fax. (012) 665-2333. Ref: D1524.

PLAASLIKE BESTUURSKENNISGEWING 28

PLAASLIKE MUNISIPALITEIT VAN MADIBENG

KENNISGEWING VAN AANSOEK OM STIGTING VAN DORP

Die Plaaslike Munisipaliteit van Madibeng, gee hiermee ingevolge artikel 96, saamgelees met artikel 69(6)(a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986, kennis dat 'n aansoek om die dorp in die Bylae, hierby genoem, te stig, deur hom ontvang is.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by Munisipale Kantore, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 5 Februarie 2008, synde die datum van eerste publikasie van hierdie kennisgewing.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008 (datum soos hierbo), skriftelik by of tot die Munisipale Bestuurder, by bovermelde adres of by Posbus 106, Brits, 0250, ingedien word.

BYLAE

Naam van dorp: **Brits Uitbreiding 133.**

Volle naam van aansoeker: Plandev Stads- en Streekbeplanners namens Brits Stadsraad en Ngwenya River Estate (Pty) Ltd.

Aantal erwe in voorgestelde dorp:

Spesiale woon:	48 erwe.
Algemene woon met 'n digtheid van 20 eenheede per hektaar:	6 erwe.
Privaat Oop Ruimte:	1 erf.
Spesiaal vir private strate en ingenieurs dienste:	5 erwe.
TOTAAL:	60 erwe.

Beskrywing van grond waarop dorp gestig staan te word: Die Restant van Gedeelte 40, Gedeelte 71 en 'n deel van Gedeelte 84 van die plaas Krokodildrift 446-JQ.

Ligging van die voorgestelde dorp: Die voorgestelde dorp is geleë noordoos van die Krokodil Rivier en suidoos van die dorp Primindia.

Adres van applikant: Plandev Stads- en Streekbeplanners, Posbus 7710, Centurion, 0046. Tel. (012) 665-2330. Faks. (012) 665-2333. Verw: D1524.

5-12

LOCAL AUTHORITY NOTICE 29

MADIBENG LOCAL MUNICIPALITY

NOTICE OF AMENDMENT OF TOWNSHIP ESTABLISHMENT APPLICATION

MEERHOF EXTENSIONS 8 AND 9

Madibeng Local Municipality hereby gives notice in terms of section 96 (6) (a) read together with section 69 (18) (a) (ii) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that an application to establish the township referred to in the Annexure attached hereto, has been received by it.

Particulars of the application will lie for inspection during normal office hours at the Municipal Offices, Van Velden Street, Brits, for a period of 28 days from 16 May 2006, being the date of first publication of this notice.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, at the above address or at PO Box 106, Brits, 0250, within a period of 28 days from 5 February 2008.

ANNEXURE A

Name of township: **Meerhof Extension 8** (a phase of the already approved Meerhof Extension 4).

Name of applicant: Food Fair (Proprietary) Limited.

Number of erven in proposed township:

Residential 3 with a FAR of 0,6: 3 erven.

TOTAL: 3 erven.

Description of land on which the township is to be established: A part of the farm Glenogle 573-JQ.

Locality of proposed township: Meerhof Extension 8 will be situated west of and adjacent to Jasmyn Development and south of and adjacent of Jan Smuts Road.

ANNEXURE B

Name of township: **Meerhof Extension 9** (a phase of the already approved Meerhof Extension 4).

Full name of applicant: Food Fair (Proprietary Limited).

Number of erven in proposed township:

Residential 3 with a FAR of 0,6: 2 erven.

TOTAL: 2 erven.

Description of land on which the township is to be established: A part of the farm Glenogle 573-JQ.

Locality of proposed township: Meerhof Extension 9 will be situated east of and adjacent to Meerhof Extension 3 and south of and adjacent of Jan Smuts Road.

Address of applicant: Plandev Town and Regional Planners, PO Box 7710, Centurion, 0046. Tel No. (012) 665-2330. Fax. (012) 6665-2333. Ref: D1599 Notice.

PLAASLIKE BESTUURSKENNISGEWING 29

MADIBENG PLAASLIKE MUNISIPALITEIT

KENNISGEWING VAN WYSIGING VAN AANSOEK OM DORPSTIGTING

MEERHOF-UITBREIDINGS 8 EN 9

Madibeng Plaaslike Munisipaliteit, gee hiermee ingevolge artikel 96 (6) (a) saamgelees met artikel 69 (18) (a) (ii) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat 'n aansoek om die dorp in die Bylae hierby genoem, te wysig, deur hom ontvang is.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by Munisipale Kantore, Van Veldenstraat, Brits, vir 'n tydperk van 28 dae vanaf 16 Mei 2006, synde die datum van eerste publikasie van hierdie kennisgewing.

Besware teen of versoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 5 Februarie 2008, skriftelik by of tot die Munisipale Bestuurder, by bovermelde adres of by Posbus 106, Brits, 0250, ingedien word.

BYLAE A

Naam van dorp: **Meerhof Uitbreiding 8** ('n fase van die reeds goedgekeurde Meerhof Uitbreiding 4).

Volle naam van aansoeker: Food Fair (Proprietary) Limited.

Aantal erwe in voorgestelde dorp:

Residensieel 3 met 'n VRV van 0,6: 3 erwe.

TOTAAL: 3 erwe.

Beskrywing van grond waarop dorp gestig staan te word: 'n Deel van die plaas Glenogle 573-JQ.

Ligging van die voorgestelde dorp: Meerhof Uitbreiding 8 sal geleë wees wes van en aangrensend aan die Jasmyn Ontwikkeling en suid van en aangrensend aan Jan Smutsweg.

BYLAE B

Naam van dorp: **Meerhof Uitbreiding 9** ('n fase van die reeds goedgekeurde Meerhof Uitbreiding 4).

Volle naam van aansoeker: Food Fair (Proprietary) Limited.

Aantal erwe in voorgestelde dorp:

Residensieel 3 met 'n VRV van 0,6: 2 erwe.

TOTAAL: 2 erwe.

Beskrywing van grond waarop dorp gestig staan te word: 'n Deel van die plaas Glenogle 573-JQ.

Ligging van die voorgestelde dorp: Meerhof Uitbreiding 9 sal geleë wees oos van en aangrensend aan die Meerhof Uitbreiding 3 en suid van en aangrensend aan Jan Smutsweg.

Adres van applikant: Plandev Stads- en Streekbeplanners, Posbus 7710, Centurion, 0046. Tel. (012) 665-2330. Faks. (012) 665-2333. Verw: D1599Notice.

5-12

LOCAL AUTHORITY NOTICE 33**LOCAL MUNICIPALITY OF MADIBENG****PERI-URBAN AREAS AMENDMENT SCHEME 2056**

Notice is hereby given in terms of the provisions of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Madibeng Local Municipality has approved the amendment of the Peri-Urban Areas Town-planning Scheme, by the rezoning of Erf 1045, Mooinooi Extension 3, from "Residential 1" to "Residential 1" with a density of 700 m².

Map 3-documents and the scheme clauses of the amendment scheme are filed at the offices of the Local Municipality of Madibeng, and are open for inspection at normal office hours. This amendment is known as Peri-Urban Areas Amendment Scheme 2056, and shall come in operation on the date of publication of this notice.

P M MAPULANE, Municipal Manager

Municipal Offices, 53 Van Velden Street, Brits; P O Box 106, Brits, 0250

Notice No. 161/2008

(Ref. No: 15/2/1/3/43)

LOCAL AUTHORITY NOTICE 34**MAQUASSI HILLS LOCAL MUNICIPALITY****APPROVAL OF AMENDMENT OF TOWN-PLANNING SCHEME**

It is hereby notified in terms of section 57 (1) of the Town-planning and Townships Ordinance, 1986, that the Maquassi Hills Local Municipality has approved the amendment of the Maquassi Hills Land Use Management Scheme, 2007, by the rezoning of Erf 1, Wolmaransstad, from "Residential 1" to "Residential 2" with a density of twenty four (24) dwelling units.

Map 3 and the scheme clauses of the amendment scheme are filed with the Municipal Manager: Maquassi Hills Local Municipality, Kruger Street, Wolmaransstad and the Acting Manager: North West Provincial Administration, Department of Development and Developmental Local Government and Housing, Potchefstroom and are open for inspection at all reasonable times.

This amendment is known as Maquassi Hills Amendment Scheme 6 and shall come into operation on the date of publication of this notice.

E T MOTSEMME, Municipal Manager

Maquassi Hills Local Municipality

12 February 2008

(Notice No. 2/1038)

PLAASLIKE BESTUURSKENNISGEWING 34**MAQUASSI HILLS PLAASLIKE MUNISIPALITEIT****GOEDKEURING VAN WYSIGING VAN DORPSBEPLANNINGSKEMA**

Hierby word ooreenkomstig die bepalings van artikel 57 (1) van die Ordonnansie op Dorpsbeplanning en Dorpe 1986, bekend gemaak dat die Maquassi Hills Plaaslike Munisipaliteit goedgekeur het dat die Maquassi Hills Land Use Management Scheme, 2007, gewysig word deur die hersonering van Erf 1, Wolmaransstad, vanaf "Residensieel 1" na "Residensieel 2" met 'n digtheid van vier en twintig (24) wooneenhede.

Kaart 3 en die skemaklousules van die wysigingskema word in bewaring gehou deur die Munisipale Bestuurder, Maquassi Hills Plaaslike Munisipaliteit, Krugerstraat, Wolmaransstad en die Waarnemende Bestuurder, Noordwes Provinsiale Administrasie, Departement Ontwikkelende Plaaslike Regering en Behuising, Potchefstroom vir inspeksie te alle redelike tye.

Hierdie wysiging staan bekend as Maquassi Hills-wysigingskema 6 en tree in werking op datum van publikasie van hierdie kennisgewing.

E T MOTSEMME, Munisipale Bestuurder

Maquassi Hills Plaaslike Munisipaliteit

12 Februarie 2008

(Kennisgewingnommer 2/1038)

LOCAL AUTHORITY NOTICE 35**LOCAL MUNICIPALITY OF MADIBENG****PERI-URBAN AREAS AMENDMENT SCHEME 2058**

Notice is hereby given in terms of the provisions of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Madibeng Local Municipality has approved the amendment of the Peri-Urban Areas Town-planning Scheme, by the rezoning of Erf 1325, Pecanwood, from "Private Open Space" to "Special".

The Map 3-documents and the scheme clauses of the amendment scheme are filed at the offices of the Local Municipality of Madibeng and are open for inspection at normal office hours. This amendment is known as Peri-Urban Areas Amendment Scheme 2058, and shall come in operation on the date of publication of this notice.

P M MAPULANE, Municipal Manager

Municipal Offices, 53 Van Velden Street, Brits; P O Box 106, Brits, 0250

Notice No. 9/2008

(Ref. No: 15/2/2/3/254 HBPT)

PLAASLIKE BESTUURSKENNISGEWING 32**TLOKWE STADSRAAD****KENNISGEWING VAN ONTWERPSKEMAS 1465 EN 1518**

Die Tlokwe Stadsraad gee hiermee ingevolge artikel 28(1)(a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) kennis dat ontwerp-dorpsbeplanningskemas, bekend te staan as Wysigingskemas 1465 en 1518, deur die Stadsraad opgestel is.

Hierdie skemas is wysigingskemas en bevat die volgende voorstelle:

1. WYSIGINGSKEMA 1465

Die hersonering van gedeelte 3 ('n gedeelte van gedeelte 1) van erf 159, Du Plooystraat 25, Potchefstroom, groot ongeveer 1123 m², vanaf "Residensieel 1" na "Besigheid 3" wat kantoorgebruik insluit, met Bylae 1054 waarkragtens wooneenhede ook op die erf opgerig mag word.

Die volgende ontwikkelingsvoorwaardes sal van toepassing wees:

Hoogte van geboue: 3 verdiepings.

Maksimum dekking: 70% van die erfoppervlakte van 1123 m².

Maksimum vloeroppervlakteverhouding: 1,4.

Die volgende aangrensende erwe kan moontlik deur die hersonering geraak word:

Erwe RG/6/185, Du Plooystraat 23, Potchefstroom.
RG/1/159, Du Plooystraat 27, Potchefstroom.
7/185, Wolmaransstraat 24, Potchefstroom.
RG/4/159, Wolmaransstraat 26, Potchefstroom.
RG/2/159, Wolmaransstraat 28, Potchefstroom.

Tans kan slegs 'n enkel wooneenheid op erf 3/159, Potchefstroom, opgerig word, met 'n maksimum dekking van 50% van die erfoppervlakte.

Na hersonering sal besigheidsgeboue, kantore en wooneenhede met 'n totale bruikbare vloeroppervlakte van 1572 m² op die erf opgerig kan word (1,4 x 1123 m²).

2. WYSIGINGSKEMA 1518

Die hersonering van gedeelte 2 (gedeelte van die restant) van erf 1663, Carnationstraat 28, Promosa Uitbreiding 2, groot ongeveer 1001 m², vanaf "Besigheid 3" na "Inrigting".

Die volgende ontwikkelingsvoorwaardes sal van toepassing wees:

Hoogte van geboue: 3 verdiepings.

Maksimum dekking: 70% van die erfoppervlakte van 1001 m².

Maksimum vloeroppervlakteverhouding: 1,4.

Die volgende aangrensende erwe kan moontlik deur die hersonering geraak word:

Erwe 1662, Kleurpoortstraat 82, Promosa Uitbreiding 2.
1791, Carnationstraat 23, Promosa Uitbreiding 2.
1819, Carnationstraat 25, Promosa Uitbreiding 2.
1666, Carnationstraat 26, Promosa Uitbreiding 2.
1820, Carnationstraat 27, Promosa Uitbreiding 2.

Kragtens die huidige sonering kan besigheidsgeboue, wat kantore insluit, op die erf opgerig word. Na hersonering sal 'n crèche op die erf gevestig word. Dieselfde ontwikkelingsvoorwaardes as wat tans geld, sal ook geld na hersonering na "Inrigting". Met 'n vloeroppervlakteverhouding van 1,4, kan geboue met 'n totale bruikbare vloeroppervlakte van 1401 m² kragtens die huidige en ook kragtens die voorgestelde sonering, op die erf opgerig word (1,4 x 1001 m²). Dit is dus slegs die gebruik wat sal verander.

Die ontwerp-skemas lê ter insae gedurende gewone kantoorure by die Departement van Behuising en Beplanning, Kamer 212, Dan Tloome Kompleks, hoek van Sol Plaatjelaan en Wolmaransstraat, Potchefstroom, vir 'n tydperk van 28 dae vanaf 12 Februarie 2008 tot 11 Maart 2008.

Besware teen of vertoë ten opsigte van die skemas moet binne 'n tydperk van 28 dae vanaf 12 Februarie 2008, dit wil sê voor of op 11 Maart 2008, skriftelik by of tot die Munisipale Bestuurder by bogenoemde adres of by Posbus 113, Potchefstroom, ingedien of gerig word.

Kennisgewing 13/2008

R J MOSIANE/MUNISIPALE BESTUURDER

LOCAL AUTHORITY NOTICE 32

TLOKWE CITY COUNCIL

NOTICE OF DRAFT SCHEMES 1465 AND 1518

The Tlokwe City Council hereby gives notice in terms of Section 28(1)(a) of the Town Planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that draft town planning schemes, to be known as Amendment Schemes 1465 and 1518, have been prepared by it.

These schemes are amendment schemes and contain the following proposals:

1. **AMENDMENT SCHEME 1465**

The rezoning of portion 3 (a portion of portion 1) of erf 159, 25 Du Plooy Street, Potchefstroom, approximately 1123 m² in extent, from "Residential 1" to "Business 3" which includes office use, with Annexure 1054 allowing the erection of dwelling-units as well.

The following development conditions shall apply:

Height of buildings: 3 storeys.
Maximum coverage: 70% of the erf size of 1123 m².
Maximum floor area ratio: 1,4.

The following adjacent erven may possibly be affected by the rezoning:

Erven RE/6/185, 23 Du Plooy Street, Potchefstroom.
RE/1/159, 27 Du Plooy Street, Potchefstroom.
7/185, 24 Wolmarans Street, Potchefstroom.
RE/4/159, 26 Wolmarans Street, Potchefstroom.
RE/2/159, 28 Wolmarans Street, Potchefstroom.

Only one single dwelling-unit may at present be erected on erf 3/159, Potchefstroom, with a maximum coverage of 50% of the area of the erf.

After rezoning business buildings, offices and dwelling-units with a total usable floor area of 1572 m² may be erected on the erf (1,4 x 1123 m²).

2. AMENDMENT SCHEME 1518

The rezoning of portion 2 (a portion of the remaining extent) of erf 1663, 28 Carnation Street, Promosa Extension 2, approximately 1001 m² in extent, from "Business 3" to "Institutional".

The following development conditions shall apply:

Height of buildings: 3 storeys.

Maximum coverage: 70% of the erf size of 1001 m².

Maximum floor area ratio: 1,4.

The following adjacent erven may possibly be affected by the rezoning:

Erven 1662, 82 Kleurpoort Street, Promosa Extension 2.
1791, 23 Carnation Street, Promosa Extension 2.
1819, 25 Carnation Street, Promosa Extension 2.
1666, 26 Carnation Street, Promosa Extension 2.
1820, 27 Carnation Street, Promosa Extension 2.

Business buildings, which includes office use, may in terms of the present zoning be erected on the erf. After rezoning a crèche will be established on the erf. The same development conditions that apply at present, shall apply after rezoning to "Institutional". With a floor area ratio of 1,4, buildings with a total usable area of 1401 m² may be erected on the erf in terms of the present zoning as well as in terms of the proposed zoning (1,4 x 1001 m²). It seems therefore that it is only the use that will be different after rezoning.

These draft schemes will lie for inspection during normal office hours at the Department Housing and Planning, Room 212, Dan Tloome Complex, corner of Sol Plaatjie Avenue and Wolmarans Street, Potchefstroom, for a period of 28 days from 12 February 2008 to 11 March 2008.

Objections to or representations in respect of these schemes must be lodged with or made in writing to the Municipal Manager, at the above address, or P O Box 113, Potchefstroom, within a period of 28 days from 12 February 2008, that is on or before 11 March 2008.

LOCAL AUTHORITY NOTICE 36**TLOKWE CITY COUNCIL**

Notice is hereby given in terms of Section 13 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that Council accepted the following guidelines for the Establishment and Operation of Ward Committees By-laws with effect from publication hereof.

R J MOSIANE
MUNICIPAL MANAGER

Notice 4/2008
/fk

GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES

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GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES

TLOKWE CITY COUNCIL

PART 1

INTERPRETATION AND APPLICATION OF THE PROVISIONS OF THE LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 117 (ACT 117 OF 1988) (AS AMENDED)

1. INTRODUCTION

To give effect to the provisions of the Constitution, the Local Government: Municipal Structures Act, 1988 (Act 117 of 1988) of which the long title of the Act, *inter alia* provides as follows:

“To provide for the establishment of municipalities in accordance with the requirements relating to categories and types of municipalities; to establish criteria for determining the category of municipalities to be established in an area; to define the types of municipalities that may be established within each category; to provide for an appropriate division of functions and powers between categories of municipalities; to regulate the internal systems, structures and office-bearers of municipalities; to provide for appropriate electoral systems; and to provide for matters in connection therewith.”

1.1 PROVISIONS OF THE MUNICIPAL STRUCTURES ACT THAT SUPPORTS THE ESTABLISHMENT OF WARD COMMITTEES FOR THE CITY COUNCIL

- (1) In terms of Section 72(1) of the Municipal Structures Act, the object of a Ward Committee is to enhance participatory democracy in local government.
- (2) The above stipulation of the Act has therefore as underlying basis, that such a Ward Committee shall be representative of the composition of the community living in that ward, irrespective of the political composition, representation and structures of the political parties active in the ward.
- (3) It is therefore a committee which functions outside the ambit of politics in the interest of all segments of that particular ward composition.

PART 2

PURPOSE OF THE ESTABLISHMENT NOTICE FOR WARD COMMITTEES

2. ESTABLISHMENT NOTICE

The Tlokwe City Council is hereby establishing Ward Committees in terms of Section 73 of the Municipal Structures Act for Ward 1 – Ward 21 as determined by the Municipal Demarcation Board.

The established Ward Committees shall therefore serve as official community participation structures within the municipal area of jurisdiction of the Tlokwe City Council, and will be representative of the community representing the respective ward and its composition, irrespective of the political representation of the political ward electoral composition and structure, thus promoting ownership and popular participation.

PART 3**FUNCTIONS AND POWERS OF WARD COMMITTEES**

- 3.1 A ward Committee must -
- (1) strive to achieve functional communication channels and co-operative partnerships between the municipality and the residents of a particular ward;
 - (2) contact between the municipality and community, through the use of and payment for services rendered and to report on progress on projects within the specific ward;
 - (3) a harmonious relationship between residents of a ward, the Ward Councillor, geographic community and the municipality;
 - (4) disseminate information in the ward concerning municipal affairs such as the budget, integrated development planning, performance management system (PMS), service delivery options and municipal properties;
 - (5) maximum participation in developing and supporting Council's policies affecting the ward; and
 - (6) make recommendations on any matter affecting the ward, via the Ward Councillor to the Speaker;
- 3.2 A Ward Committee may execute other functions as delegated by the Speaker or any of its delegates.
- 3.3 A Ward Committee must assist the Ward Councillor in identifying challenges and needs of residents.
- 3.4 A Ward Committee must receive queries and complaints from residents concerning municipal service delivery, communicate it to Council and provide feedback to the community on Council's response.
- 3.5 A Ward Committee may interact with other forums and organisations on matters affecting the ward.
- 3.6 A Ward Committee serves as a mobilising agent for community action within the ward. This may be achieved as follows:
- (i) Attending to all matters that affect and benefit the community;
 - (ii) act in the best interest of the community;
 - (iii) ensure the active participation of the community in –
 - (aa) service payment campaigns;
 - (bb) the integrated development planning process;
 - (cc) the municipality's budgetary process;
 - (dd) decisions about the provision of municipal services; and
- 3.7 A Ward Committee may in consultation with the Speaker delimitate and chair zonal meetings.

- 3.8 A Ward Committee may express dissatisfaction in writing to the municipal Council on the non-performance of a Ward Councillor.
- 3.9 A Ward Committee may, subject to available capacity and resources, conduct an annual satisfaction survey in order to assist the Committee in the execution of its functions and powers and this satisfaction survey must be administered in the ward by Ward Committee members under the supervision of the Ward Councillor and with the administrative support of the municipality. (Annexure A represents an example of such a survey).

PART 4

ADMINISTRATIVE PROCEDURES AND MANDATE OF COMMITTEE

4.1 SUPPORT BY THE CITY COUNCIL

The City Council –

- (1) shall make administrative arrangements to enable the Ward Committees to perform the functions allocated to it, and exercise their powers effectively within the mandate of the Speaker of the Tlokwe City Council;
- (2) will be ultimately politically and administratively accountable for the smooth running of the Ward Committees;
- (3) will provide meeting venues where possible and assist in acquiring such venues as and when necessary;
- (4) will provide record books which remain the property of the Council for each Ward who shall ensure safekeeping of information and reports;
- (5) will be responsible to administer the elections and by-elections of the Ward Committee members;
- (6) will assist with the promotion of Ward Committees in the community, informing the communities of the roles and responsibilities of Ward Committees. A practical example in this regard may be the provision of formal identification cards to Ward Committee members in order for them to be recognised as legitimate Ward Committee members amongst the community;
- (7) will ensure the permanent availability of an administrative staff capacity to attend all scheduled/non-scheduled Ward Committee meetings and to assist the Ward Councillor and members in fulfilling their clerical and administrative functions. The exact nature and extent of such capacity may differ from ward to ward. This could take the form of a staff member to co-ordinate the work of Ward Committees as well as support the constituency work of a number of Ward Councillors;
- (8) will endeavour to provide the necessary logistical resources, including furniture, computers and stationery for Ward Committees to fulfil their functions;
- (9) will assist with the translation of information and documentation for the community;
- (10) will assist the Ward Committees in fulfilling their tasks, including the provision of additional capacity and advertising campaigns required for purposes of arranging larger public meetings, if necessary;

- (11) will provide municipal transport to Ward Councillors and Ward Committee members in particular circumstances at the request of the Ward Councillor, especially in rural areas;
- (12) will develop and provide capacity building and training programmes for Ward Committees on an ongoing basis during their term of office; and
- (13) will facilitate Ward Committee elections.

4.2 MANDATE OF COMMITTEE AND ADMINISTRATIVE SUPPORT VIA THE WARD COUNCILLOR TO THE SPEAKER

- (1) Recommendations of the Ward Committee via the Ward Councillor to the Speaker, will be submitted by means of a comprehensive report supported by minutes which reflect consensus reached during a broader ward meeting and furthermore in terms of the process as set out by a procedural manual which will be provided to every Ward Committee.
- (2) Equally, decisions from Council will be communicated in the wider ward for support and implementation.
- (3) Ward Committees shall conduct their business by means of consensus and Council shall have the power to overrule Ward Committees under certain circumstances (advice on the practicality of a decision taken by a Ward Committee).
- (4) Ward Committees, where appropriate and to further entrench broad participation, may establish subcommittees of not less than six (6) members and not more than eight (8) members. Such subcommittees shall discuss sectoral issues and make recommendations to the Ward Committee.

PART 5

ELECTION GUIDELINES

5.1 DEVELOPMENT OF RULES

The Municipal Structures Act provides that the Tlokwe City Council must make rules regarding the procedure to elect the members who constitute the Ward Committees, taking into account the need –

- (a) for women to be preferably equally represented in a Ward Committee (Subsection 73(3)(a)(i) of the Act); and
- (b) for diversity of interests in the Ward to be represented (Subsection 73(3)(a)(ii) of the Act);

and also for –

- (c) the circumstances under which a member of a Ward Committee must vacate office (Subsection 73(3)(b) of the Act); and
- (d) the frequency of meetings of Ward Committees (Subsection 73(3)(c) of the Act).

5.2 GUIDELINES

- (1) All registered voters (irrespective of party affiliation) within a particular ward are eligible to elect or to be elected to serve as members of a Ward Committee.
- (2) A person is not eligible for election if he/she -
 - (a) is employed by the Tlokwe City Council or the Dr Kenneth Kaunda District Municipality;
 - (b) is in arrears to the municipality for rates and service charges for a period longer than three months;
 - (c) is an unrehabilitated insolvent;
 - (d) has been placed under curatorship;
 - (e) after February 1997 has been convicted of an offence and sentenced to imprisonment without the option of a fine for a period of not less than twelve months;
 - (f) is of unsound mind and had been declared so by a competent court.
- (3) Members must be active in the geographic area or sector they represent and must be motivated to work on the Ward Committee by their commitment to working for a better life for their constituency.
- (4) The Speaker shall determine the date for elections or by-elections, to effect the election of Ward Committees.
- (5) Any registered voter in the ward may nominate in the prescribed format his/her preferred nominee to stand for elections in the Ward Committee before the election date as may be determined by the Speaker.
- (6) The nominated registered voter shall confirm his/her availability for election to the/a position in the Ward Committee.
- (7) Elections of Ward Committee members shall be conducted at a meeting held within the ward area of jurisdiction and be presided over by the Speaker or his delegated municipal official.
- (8) The Speaker or his delegated municipal official shall report the outcome of the elections with full details of the elected members at least within seventy-two (72) hours after the elections, for record purposes. Objections against any member elected must be lodged with the Office of the Speaker, stating full reasons and details of the person objecting, within ten (10) working days after the date of elections.
- (9) The Speaker shall respond to any such objection within fourteen (14) days after receipt of any complaint.

PART 6**COMPOSITION OF WARD COMMITTEES****6.1 WARD COMMITTEE MEMBERS**

- (1) The committee shall consist of the politically elected Ward Councillor as chairperson of the Ward Committee, plus no more than ten (10) other persons, which Committee will assign, under the directions of the chairperson, each of the Committee members portfolios aligned *inter alia* to the departments of the Tlokwe City Council as stated under Subsection (1)(c) and (1)(d) and confirm or recognise the additional members as stated below:
- (a) **Ward Councillor** representing that ward in the Council who will also be the chairperson of the Ward Committee.
 - (b) **Ward Secretary** who will keep record of meetings and any other documents relating to the activities within the mandate of the committee.
 - (c) **Infrastructure, Local Economic Development, Housing, Health and Environmental Services, Social Services, Finance, Public Safety and Corporate Services.**
 - (d) **One (1) member without portfolio** who could be a specialist in a specific sectoral field who will deal with matters as assigned by the Committee, be it either of business or traditional affairs, poverty alleviation, IDP and any other special project taking into account financial aspects with specific emphasis on tariffs for services, property tax, etc, with special reference to urban and rural areas.
- (2) **The proportional representative Councillor**
- (a) The Proportional Councillor in consultation with the Speaker and the Chief Whip -
 - (i) may attend Ward Committee meetings, constituency meetings and special meetings;
 - (ii) can help with the implementation of projects.
 - (b) The Proportional Councillor in consultation with the Chief Whip may -
 - (i) support the Ward Councillor, but does not replace the Ward Councillor.
 - (c) The Proportional Councillor in consultation with the Speaker -
 - (i) can assist with resolving disputes and making referrals.
 - (d) The Proportionally elected Councillor should preferably reside in the relevant Ward.

6.2 THE COMPOSITION OF THE WARD COMMITTEES SHOULD ENDEAVOUR TO REFLECT AND COVER THE FOLLOWING INTEREST GROUPS:

- (a) At least (1/3 – 50%) of the members of the Ward Committee shall be women.

- (b) One representative from a community based organisation (CBO) or non-governmental organisation (NGO) whichever is applicable.
- (c) One person with disabilities representing persons with disabilities in the ward.
- (d) One youth representing young peoples' (the youth) interest in the ward.
- (e) Religious groupings.
- (f) Sports and culture.
- (g) Health and welfare.
- (h) Business.
- (i) Environment.
- (j) Education.
- (k) Senior citizens.
- (l) Community safety forums.
- (m) Ratepayers'/civic associations.
- (n) Traditional leaders.
- (o) Agricultural associations.
- (p) Informal traders' associations.
- (q) People living with disabilities.
- (r) Farm workers.
- (s) Employment.
- (t) Tourism.
- (u) Unions.

6.3 SUB-COMMITTEES

- (a) A Ward Committee may establish one or more sub-committees necessary for the performance of its functions and involve organisations more broadly.
- (b) A Ward Committee must appoint the members of such a sub-committee, appoint a chairperson from among its members and determine the function of such a committee.
- (c) The Ward Committee and sub-committees may meet together as a ward forum for major discussions.
- (d) All stakeholders in the ward are encouraged to participate in sub-committees that are relevant to their fields of interest and to their day-to-day functioning as a sector.

PART 7

MEETING PROCEDURES

7.1 PROCEDURE APPLICABLE TO THE WARD COMMITTEES

- (1) The Ward Committee must meet at least once a month as a committee and any other such date as requested by the Speaker, and the Ward Councillor may, in addition to the monthly meetings, convey special Ward Committee meetings for urgent matters or in extra-ordinary circumstances. It is also required from any Ward Committee member to attend other scheduled meetings or workshops of the Tlokwe City Council, as and when required by the Speaker to do so.
- (2) Ward Committee meetings are convened and chaired by the Ward Councillor and he/she may, in consultation with the Speaker, delegate in writing the chairing of a meeting in his/her absence to a proportional representation Councillor or any member of the Ward Committee.
- (3) The purpose of Ward Committee meetings will be to deal with reports by the Ward Councillor and Committee members on specific issues within the mandate of the Ward Committee.
- (4) Members of the Ward Committee must submit items to be discussed well in advance to the chairperson.
- (5) The chairperson will be responsible to draft an agenda for Ward Committee meetings and the Ward Secretary must finalise and distribute the agenda.
- (6) The Ward Secretary must minute all meetings and it must be handed in at the Office of the Speaker. The Ward Secretary must furthermore keep copies of the minutes of the meetings for future reference on progress made on specific tasks or activities of the committee.
- (7) **Quorum and decisions/recommendations**
 - (a) A majority of Ward Committee members must be present before consensus may be reached on any matter (50% plus one member).
 - (b) Ward Committees shall endeavour to reach consensus on all matters discussed.
 - (c) If consensus on any matter cannot be achieved, such matter may be determined by a supporting vote of at least the majority of the members of the Committee (50% plus one of the Committee members present).

7.2 PUBLIC MEETINGS (WARD MEETINGS)

- (a) Public meetings are mainly held in order –
 - (i) to register the concerns and inputs of the community with regard to service delivery, general development of the community, disaster management and any other municipal concern the community may have; and
 - (ii) to report back to the public on issues affecting it.

- (b) Ward or public meetings must be chaired by the Ward Councillor. A Ward Councillor may, in consultation with the Speaker, delegate in writing the chairing of the meeting in his/her absence to a proportional representation Councillor or any member of the Ward Committee.
- (c) If the Ward Councillor and his Ward Committee decide to hold a public meeting, it may in consultation with the Speaker, publish a notice in a newspaper circulating in the area concerned, stating the time, date and place of the meeting or each meeting and inviting the public to attend the meeting or meetings.
- (d) The scheduled date, time and place of the public meeting must be convenient so as to encourage the greatest number of people to attend. The venue –
 - (i) must be in a well-known place;
 - (ii) must be easily accessible and where possible, also disabled-friendly; and
 - (iii) must be large enough to accommodate all people present.
- (e) Where the jurisdiction of a traditional authority extends to the ward where a public meeting is to be held, the relevant traditional authority must be informed of the public meeting.
- (f) When the Ward Councillor/Committee publish a notice, it must convey, where appropriate, by radio or other appropriate means of communications, such as direct mail outs, pamphlets and posters or notices in key areas such as clinics, churches, schools, taxi ranks and libraries, the contents of the notice in the area concerned.
- (g) At a public meeting a representative of the Committee must –
 - (i) explain the meeting procedures, such as adoption of agenda and time allowed for questions;
 - (ii) explain the issues the Committee has to consider, including any options open to the Committee;
 - (ii) allow members of the public attending the meeting to present their views on these issues;
 - (iv) answer relevant questions;
 - (v) keep minutes of the meeting and inform the public that Ward Committee meeting and public meeting minutes are public documents and that the community has access to these documents and may make copies at their own cost; and
 - (vi) give feedback on previous issues, including reasons if there is a lack of progress.
- (h) Public meetings are not political platforms and Ward Committee members and the public must refrain from making party-political statements, campaigning and canvassing.
- (i) For the purpose of participation in public meetings, a Ward Committee may keep a register of interest groups and organisations that are active in the ward. An example of such a register is contained in Annexure C.

- (j) Minutes of public meetings must be handed in at the Office of the Speaker. The Ward Secretary must furthermore keep copies of the minutes of the meetings for future reference on progress made on specific tasks or activities of the Committee.

7.3 PROCEDURES

A Ward Committee with a supporting vote of the majority of its members may determine its own procedures subject to any directions of the chairperson.

7.4 WORK PROGRAMME

The Ward Committee –

- (a) must submit a programme with specific outputs of work for one year to the Office of the Speaker in January of each year;
- (b) must perform the functions as set out to achieve and the outputs as indicated in the work programme –
 - (i) on own initiative;
 - (ii) on request by the Ward Councillor;
 - (iii) on request by the Speaker or other designated political functionary; and
 - (iv) in accordance with priorities and reasonable time frames determined by the Speaker or other designated political functionary.

PART 8

TERM OF OFFICE, VACANCIES AND REMUNERATION

8.1 Term of office

- (1) The term of office of Ward Committee members shall not exceed the term of office of the elected Ward Councillor.
- (2) The outgoing Ward Committee members shall hand over all information and record books to the Ward Councillor and the newly-elected members.

8.2 Vacancies

- (1) If a vacancy occurs amongst the members of the Ward Committees, except the Ward Councillor, the vacancy must be filled in accordance with the procedure as stipulated in Part 5, Section 5, of these by-laws.
- (2) The newly elected member shall then assume the vacant portfolio within the ward.

8.3 Remuneration

- (1) In terms of Section 16(1) of General Notice 965 of 2005 published in Government Gazette No 27699 of 2005-06-24, no remuneration is payable to members of the Ward Committee.

- (2) Council, however, shall annually budget for the out of pocket expenses of members of Ward Committees in respect of their participation in Ward Committees and *ex gratia* payments in this regard (also referred to as a stipend) will be made as resolved by Council.
- (3) The *ex gratia* payments are made on a quarterly basis and after the Ward Councillor has confirmed in writing that the Ward Committee members had fulfilled their duties actively during the preceding quarter, which active involvement must also include the attendance of Ward Committee meetings.

PART 9

ETHICAL OBLIGATIONS

- 9.1 A Ward Committee must be a Committee of the community, and
- 9.2 must act in the interest of the local community, and therefore
- 9.3 such a Committee shall not be a party political committee, and
- 9.4 the members of such a Committee shall be representative of all the interest groups of the community, and
- 9.5 the community as such should be proud of the Committee which the community itself has established to serve the community.

PART 10

CAPACITY BUILDING AND TRAINING

10. (1) Ward committees should, with the assistance of the municipality, prepare an annual capacity building and training needs assessment for members of the committee.
- (2) An annual capacity building and training programme must be developed for each member of the Ward Committee.
- (3) An annual budget, taking into account any funds budgeted by the municipality, for the capacity building and training programme should be prepared according to the needs assessment.
- (4) The following requirements may be included in the training and capacity building programmes of the municipality:
 - (a) Generic training needs, including –
 - (i) basic literacy;
 - (ii) communication;
 - (iii) interpersonal skills;
 - (iv) community upliftment;
 - (v) conflict management and negotiation skills;
 - (vi) democracy and community participation;

- (vii) identification, monitoring and prioritisation of needs; and
 - (ix) leadership.
- (b) Training needs on municipal policy and processes, including
- (i) principles of good governance;
 - (ii) the establishment of ward committees, their terms of reference, nature and functions;
 - (ii) municipal structures, legislation and processes (including CMIP, PMS and IDP);
 - (iv) intergovernmental community development;
 - (v) municipal service partnerships; and
 - (vi) payment of services (indigent policy, credit and debt control policy).
- (c) Specialised training needs, including
- (i) meeting procedures and secretariat services, including minute taking, report writing and letter writing;
 - (ii) administration, including clerical/administrative skills, bookkeeping and basic accounting;
 - (iii) budgeting;
 - (iv) monitoring and evaluation;
 - (v) policy development;
 - (vi) project management;
 - (vii) stress management; and
 - (viii) performance management.

PART 11

CONDUCT OF MEMBERS

- (1) A member of the committee –
- (a) must perform the functions of the Committee in good faith and without fear, favour or prejudice;
 - (b) may not use the position or privileges of a member for private gain or to improperly benefit another person;
 - (c) may not act in any other way that compromises the credibility, impartiality, independence or integrity of the Committee;

- (d) must adopt the principle of accountability to the community and all political parties represented in Council;
 - (e) must be accessible for the community and ensure that all role-players can relate to the process and the issues at hand and are able to make their input into the processes of the committee;
 - (f) must adopt the principle of transparency to promote openness, sincerity and honesty among all the role-players in a participative process and promote trust and respect for the integrity of each role-player and a commitment by all to the overriding objectives of the process in the interest of the common good;
 - (g) must recognise diversity and understand the differences associated with race, gender, religion, ethnicity, language, age, economic status and sexual orientation, among others;
 - (h) must embrace all views and opinions in the process of community participation; special effort must be made to include previously disadvantaged persons and groups, including women and youth in the activities of the Ward Committee;
 - (i) must provide a written apology with a valid reason to the chairperson of the Committee if a meeting cannot be attended.
- (2) Ward Committee members must sign a Code of Conduct, which must be administered by the Ward Councillor. The Code of Conduct is contained in Annexure B.

PART 12

TERMINATION OF MEMBERSHIP

12. The following serves as sufficient motivation to terminate the membership of a Ward Committee member:
- (1) Death.
 - (2) Resignation.
 - (3) Relocation from ward.
 - (4) Election to position of Councillor.
 - (5) Failure to attend three consecutive meetings of the Ward Committee without written apology.
 - (6) Proven involvement in corruption.
 - (7) Failure to adhere to meeting procedures or misconduct during Ward Committee meetings.
 - (8) Failure (or negligence) to submit priorities with the mandate of the community.
 - (9) Being involved in proven activities that undermine the Council or Ward Councillors' authority.

- (10) Dismissed in accordance with a resolution of the Ward Committee or by the Speaker in consultation with the Ward Councillor.
- (11) Ceases to be a member of the organisation he/she represents.
- (12) Is insolvent or declared mentally incompetent by a competent court.
- (13) Being involved in criminal activities.

PART 13

ACCOUNTABILITY

13. The Ward Councillor must –
- (a) ensure that full and proper records are kept of the minutes of Ward Committee meetings;
 - (b) ensure that the Committee's available resources are properly safeguarded and used in the most effective and efficient way;
 - (c) ensure that all statutory measures applicable to the Committee are complied with;
 - (d) ensure that all recommendations made by the Ward Committee is formalised and submitted to the Office of the Speaker or other designated political functionary for presentation to the Council at intervals determined by the Speaker or other designated political functionary;
 - (e) report a view adopted by the Ward Committee to the Council but may indicate his or her disagreement with the view in the report;
 - (f) ensure the production of a progress report on major achievements and areas of failure, with reasons, within two months after the end of the financial year;
 - (g) submit the progress report to the Speaker or other designated political functionary for a review of the performance of the committee; and
 - (h) implement any corrective measures to ensure effective and efficient performance of the Committee as suggested by the Speaker or other designated political functionary.

PART 14

DISPUTE RESOLUTION

14. The following mechanisms must ensue when disputes arise within Ward Committees:
- (a) Every effort must be made to deal with disputes.
 - (b) When a dispute arises, the Ward Councillor must appoint a person or persons, the maximum being two, to attempt and resolve the dispute through mediation.
 - (c) If the attempt at mediation fails, the matter is then submitted to the Ward Councillor who must arbitrate, provided that the matter does not involve the Councillor and the majority of the members of the Committee.

- (d) If the majority of Committee members remain aggrieved, the matter must be taken to the Speaker who must arbitrate, and if the matter could still not be resolved, it must be taken through the Office of the Speaker to Council. This must be avoided as far as possible.

PART 15

DISSOLUTION

15. (1) Council may on the advice of the Speaker dissolve a Ward Committee if it fails to fulfil its objectives.
- (2) The following serves as an indication that a committee exceeded its functions and fails to fulfil its object:
- (a) When it fails to meet three consecutive times;
 - (b) when members decide to dissolve it; and
 - (c) when maladministration, fraud, corruption or any serious malpractice has occurred or is occurring in a committee.
- (3) There must be due notice before a Council proceeds to dissolve a Ward Committee.

PART 16

GENERAL AFFLICTION OF THE GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES

- 16.1 The Guidelines for the Establishment and Operation of Ward Committees as passed by the Tlokwe City Council shall serve as the official rules regulating the Ward Committees.
- 16.2 If any member of the public or the Council would like to propose an amendment to the guidelines, the following procedure shall be followed in writing to the Municipal Manager or the official with delegated authority:
- (1) Noting the part number: e.g. Part 9.
 - (2) Noting the Section: e.g. Section 13.
 - (3) Noting the subsection (if any).
 - (4) Writing down the proposed amendment to the original text.
- 16.3 If satisfied with the proposed amendments, the Tlokwe City Council will inform Ward Committees through the Ward Councillors about the amendments, after passing an appropriate resolution in this regard and the proper publication of its resolution in this regard as prescribed.

ANNEXURE A

TLOKWE CITY COUNCIL

SATISFACTION SURVEY QUESTIONNAIRE

Name of Ward Councillor:

Ward number:

Name of ward committee member administering the questionnaire:

1. What is the important need(s) in your area?

- Water
- Electricity
- Refuse removal
- Sewerage systems
- Roads
- Pavements
- Telephones
- Any other need not listed

2. Do you think that the municipality is responding to the need(s) identified above?

.....

3. If no, provide reasons for your statement:

.....

4. Are you satisfied with the services and quality of services provided by the municipality?

5. If no, provide reasons for your statement:

.....

6. Is there any significant development or improvement of your area since the inception of the municipality?

Name such development

7. Are you happy about the general development in your ward since the inception of the municipality?

YES NO

Why?

.....

ANNEXURE B**WARD COMMITTEE MEMBERS – CODE OF CONDUCT****1. Interest of the community**

- 1.1 Ward committee members must at all times advice and act in the interest of the ward community.
- 1.2 Ward committee members must not use their position to promote personal or private interest.
- 1.3 The conduct of ward committee members must not be influenced by or dictated to by improper motives.
- 1.4 In the execution of their functions, ward committee members must not favour any individuals, groups or organisations.

2. Ward committee meetings

- 2.1 Ward committee members must strive to attend all ward committee meetings.
- 2.2 Ward committee members must submit apologies in writing to the ward councillor with legitimate reasons if they are unable to attend ward committee meetings.
- 2.3 Ward committee members may not be absent from ward committee meetings three times in succession without a legitimate excuse having being submitted in writing to the ward councillor prior to such meetings.
- 2.4 Failure to attend three ward committee meetings in succession without a legitimate excuse will result in a ward committee member losing his position as ward committee member.
- 2.5 Ward committee members must refrain from engaging in disruptive behaviour during meetings.

3. Political matters

- 3.1 Ward committee members must avoid political conflicts among themselves and must also avoid political conflicts between themselves and the ward councillor.
- 3.2 In their interaction with the community, ward committee members must not discriminate on the grounds of political affiliation, culture, race, gender, sexual orientation, disability, religion or any other grounds that would constitute unfair discrimination.
- 3.3 In the execution of their duties ward committee members must not advance the interest of any political party.
- 3.4 Ward committee members may not use ward committee meetings as a political platform or forum or to canvas for political support for re-election a ward committee member or as a ward councillor in the next local government elections.

4. Conflicts

- 4.1 Ward committee members must avoid conflicts among themselves and between themselves and the ward councillor.
- 4.2 Conflicts must be dealt with as provided for in the guidelines.

DECLARATION

Name of municipality:

Ward number:

I,
(full name of ward committee member)

declare that I have read the code of Conduct for members of ward committees and that I understand it and agree to be bound by the Code of Conduct in the execution of my duties and functions as a ward committee member.

.....

DATE

.....

SIGNATURE

C314/2007-11-27 POLICY PERTAINING TO GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES (12/3/3/4/72) (PJN/hh06.13.1) (RMS 3335)

RECOMMENDATION MAYORAL COMMITTEE
2007-11-13 (MC17)

RECOMMENDATION GOVERNANCE AND ADMINISTRATION
PORTFOLIO COMMITTEE
2007-10-23 (GAPCOM2)

1. That it be noted that the public participation process with regard to the Draft Policy: Guidelines for the Establishment and Operation of Ward Committees, as approved by Council on 30 January 2007 per Council Resolution C30, has been completed.
2. That a paragraph 6.1(2) which reads as follows, **be added** to the policy:

“(2) **The proportional representative Councillor**

 - (a) The Proportional Councillor in consultation with the Speaker and the Chief Whip -
 - (i) may attend Ward Committee meetings, constituency meetings and special meetings;
 - (ii) can help with the implementation of projects.
 - (b) The Proportional Councillor in consultation with the Chief Whip may -
 - (i) support the Ward Councillor, but does not replace the Ward Councillor.
 - (c) The Proportional Councillor in consultation with the Speaker -
 - (i) can assist with resolving disputes and making referrals.
 - (d) The Proportionally elected Councillor should preferably reside in the relevant Ward.”
3. That paragraph 8.3 regarding remuneration be amended to read as follows:
 - “(1) In terms of Section 16(1) of General Notice 965 of 2005 published in Government Gazette No 27699 of 2005-06-24, no remuneration is payable to members of the Ward Committee.
 - (2) Council, however, shall annually budget for the out of pocket expenses of members of Ward Committees in respect of their participation in Ward Committees and *ex gratia* payments in this regard (also referred to as a stipend) will be made as resolved by Council.
 - (3) The *ex gratia* payments are made on a quarterly basis and after the Ward Councillor has confirmed in writing that the Ward Committee members had fulfilled their duties actively during the preceding quarter, which active involvement must also include the attendance of Ward Committee meetings.”

4. That the **attached** Policy pertaining to the Guidelines for the Establishment and Operation of Ward Committees, as amended in paragraphs 2 and 3 above, be adopted as a By-law in terms of Section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) and be promulgated as such.

**DRAFT POLICY PERTAINING TO THE GUIDELINES FOR
THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES/...**

GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES

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GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES

TLOKWE CITY COUNCIL

PART 1

INTERPRETATION AND APPLICATION OF THE PROVISIONS OF THE LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 117 (ACT 117 OF 1988) (AS AMENDED)

1. INTRODUCTION

To give effect to the provisions of the Constitution, the Local Government: Municipal Structures Act, 1988 (Act 117 of 1998) of which the long title of the Act, *inter alia* provides as follows:

“To provide for the establishment of municipalities in accordance with the requirements relating to categories and types of municipalities; to establish criteria for determining the category of municipalities to be established in an area; to define the types of municipalities that may be established within each category; to provide for an appropriate division of functions and powers between categories of municipalities; to regulate the internal systems, structures and office-bearers of municipalities; to provide for appropriate electoral systems; and to provide for matters in connection therewith.”

1.1 PROVISIONS OF THE MUNICIPAL STRUCTURES ACT THAT SUPPORTS THE ESTABLISHMENT OF WARD COMMITTEES FOR THE CITY COUNCIL

- (1) In terms of Section 72(1) of the Municipal Structures Act, the object of a Ward Committee is to enhance participatory democracy in local government.
- (2) The above stipulation of the Act has therefore as underlying basis, that such a Ward Committee shall be representative of the composition of the community living in that ward, irrespective of the political composition, representation and structures of the political parties active in the ward.
- (3) It is therefore a committee which functions outside the ambit of politics in the interest of all segments of that particular ward composition.

PART 2

PURPOSE OF THE ESTABLISHMENT NOTICE FOR WARD COMMITTEES

2. ESTABLISHMENT NOTICE

The Tlokwe City Council is hereby establishing Ward Committees in terms of Section 73 of the Municipal Structures Act for Ward 1 – Ward 21 as determined by the Municipal Demarcation Board.

The established Ward Committees shall therefore serve as official community participation structures within the municipal area of jurisdiction of the Tlokwe City Council, and will be representative of the community representing the respective ward and its composition, irrespective of the political representation of the political ward electoral composition and structure, thus promoting ownership and popular participation.

PART 3**FUNCTIONS AND POWERS OF WARD COMMITTEES**

- 3.1 A ward Committee must -
- (1) strive to achieve functional communication channels and co-operative partnerships between the municipality and the residents of a particular ward;
 - (2) contact between the municipality and community, through the use of and payment for services rendered and to report on progress on projects within the specific ward;
 - (3) a harmonious relationship between residents of a ward, the Ward Councillor, geographic community and the municipality;
 - (4) disseminate information in the ward concerning municipal affairs such as the budget, integrated development planning, performance management system (PMS), service delivery options and municipal properties;
 - (5) maximum participation in developing and supporting Council's policies affecting the ward; and
 - (6) make recommendations on any matter affecting the ward, via the Ward Councillor to the Speaker;
- 3.2 A Ward Committee may execute other functions as delegated by the Speaker or any of its delegates.
- 3.3 A Ward Committee must assist the Ward Councillor in identifying challenges and needs of residents.
- 3.4 A Ward Committee must receive queries and complaints from residents concerning municipal service delivery, communicate it to Council and provide feedback to the community on Council's response.
- 3.5 A Ward Committee may interact with other forums and organisations on matters affecting the ward.
- 3.6 A Ward Committee serves as a mobilising agent for community action within the ward. This may be achieved as follows:
- (i) Attending to all matters that affect and benefit the community;
 - (ii) act in the best interest of the community;
 - (iii) ensure the active participation of the community in –
 - (aa) service payment campaigns;
 - (bb) the integrated development planning process;
 - (cc) the municipality's budgetary process;
 - (dd) decisions about the provision of municipal services; and

- 3.7 A Ward Committee may in consultation with the Speaker delimitate and chair zonal meetings.
- 3.8 A Ward Committee may express dissatisfaction in writing to the municipal Council on the non-performance of a Ward Councillor.
- 3.9 A Ward Committee may, subject to available capacity and resources, conduct an annual satisfaction survey in order to assist the Committee in the execution of its functions and powers and this satisfaction survey must be administered in the ward by Ward Committee members under the supervision of the Ward Councillor and with the administrative support of the municipality. (Annexure A represents an example of such a survey).

PART 4

ADMINISTRATIVE PROCEDURES AND MANDATE OF COMMITTEE

4.1 SUPPORT BY THE CITY COUNCIL

The City Council –

- (1) shall make administrative arrangements to enable the Ward Committees to perform the functions allocated to it, and exercise their powers effectively within the mandate of the Speaker of the Tlokwe City Council;
- (2) will be ultimately politically and administratively accountable for the smooth running of the Ward Committees;
- (3) will provide meeting venues where possible and assist in acquiring such venues as and when necessary;
- (4) will provide record books which remain the property of the Council for each Ward who shall ensure safekeeping of information and reports;
- (5) will be responsible to administer the elections and by-elections of the Ward Committee members;
- (6) will assist with the promotion of Ward Committees in the community, informing the communities of the roles and responsibilities of Ward Committees. A practical example in this regard may be the provision of formal identification cards to Ward Committee members in order for them to be recognised as legitimate Ward Committee members amongst the community;
- (7) will ensure the permanent availability of an administrative staff capacity to attend all scheduled/non-scheduled Ward Committee meetings and to assist the Ward Councillor and members in fulfilling their clerical and administrative functions. The exact nature and extent of such capacity may differ from ward to ward. This could take the form of a staff member to co-ordinate the work of Ward Committees as well as support the constituency work of a number of Ward Councillors;
- (8) will endeavour to provide the necessary logistical resources, including furniture, computers and stationery for Ward Committees to fulfil their functions;
- (9) will assist with the translation of information and documentation for the community;

- (10) will assist the Ward Committees in fulfilling their tasks, including the provision of additional capacity and advertising campaigns required for purposes of arranging larger public meetings, if necessary;
- (11) will provide municipal transport to Ward Councillors and Ward Committee members in particular circumstances at the request of the Ward Councillor, especially in rural areas;
- (12) will develop and provide capacity building and training programmes for Ward Committees on an ongoing basis during their term of office; and
- (13) will facilitate Ward Committee elections.

4.2 MANDATE OF COMMITTEE AND ADMINISTRATIVE SUPPORT VIA THE WARD COUNCILLOR TO THE SPEAKER

- (1) Recommendations of the Ward Committee via the Ward Councillor to the Speaker, will be submitted by means of a comprehensive report supported by minutes which reflect consensus reached during a broader ward meeting and furthermore in terms of the process as set out by a procedural manual which will be provided to every Ward Committee.
- (2) Equally, decisions from Council will be communicated in the wider ward for support and implementation.
- (3) Ward Committees shall conduct their business by means of consensus and Council shall have the power to overrule Ward Committees under certain circumstances (advice on the practicality of a decision taken by a Ward Committee).
- (4) Ward Committees, where appropriate and to further entrench broad participation, may establish subcommittees of not less than six (6) members and not more than eight (8) members. Such subcommittees shall discuss sectoral issues and make recommendations to the Ward Committee.

PART 5

ELECTION GUIDELINES

5.1 DEVELOPMENT OF RULES

The Municipal Structures Act provides that the Tlokwe City Council must make rules regarding the procedure to elect the members who constitute the Ward Committees, taking into account the need –

- (a) for women to be preferably equally represented in a Ward Committee (Subsection 73(3)(a)(i) of the Act); and
- (b) for diversity of interests in the Ward to be represented (Subsection 73(3)(a)(ii) of the Act);

and also for –

- (c) the circumstances under which a member of a Ward Committee must vacate office (Subsection 73(3)(b) of the Act); and
- (d) the frequency of meetings of Ward Committees (Subsection 73(3)(c) of the Act).

5.2 GUIDELINES

- (1) All registered voters (irrespective of party affiliation) within a particular ward are eligible to elect or to be elected to serve as members of a Ward Committee.
- (2) A person is not eligible for election if he/she -
 - (a) is employed by the Tlokwe City Council or the Dr Kenneth Kaunda District Municipality;
 - (b) is in arrears to the municipality for rates and service charges for a period longer than three months;
 - (c) is an unrehabilitated insolvent;
 - (d) has been placed under curatorship;
 - (e) after February 1997 has been convicted of an offence and sentenced to imprisonment without the option of a fine for a period of not less than twelve months;
 - (f) is of unsound mind and had been declared so by a competent court.
- (3) Members must be active in the geographic area or sector they represent and must be motivated to work on the Ward Committee by their commitment to working for a better life for their constituency.
- (4) The Speaker shall determine the date for elections or by-elections, to effect the election of Ward Committees.
- (5) Any registered voter in the ward may nominate in the prescribed format his/her preferred nominee to stand for elections in the Ward Committee before the election date as may be determined by the Speaker.
- (6) The nominated registered voter shall confirm his/her availability for election to the/a position in the Ward Committee.
- (7) Elections of Ward Committee members shall be conducted at a meeting held within the ward area of jurisdiction and be presided over by the Speaker or his delegated municipal official.
- (8) The Speaker or his delegated municipal official shall report the outcome of the elections with full details of the elected members at least within seventy-two (72) hours after the elections, for record purposes. Objections against any member elected must be lodged with the Office of the Speaker, stating full reasons and details of the person objecting, within ten (10) working days after the date of elections.
- (9) The Speaker shall respond to any such objection within fourteen (14) days after receipt of any complaint.

PART 6

COMPOSITION OF WARD COMMITTEES

6.1 WARD COMMITTEE MEMBERS

- (1) The committee shall consist of the politically elected Ward Councillor as chairperson of the Ward Committee, plus no more than ten (10) other persons, which Committee will assign, under the directions of the chairperson, each of the Committee members portfolios aligned *inter alia* to the departments of the Tlokwe City Council as stated under Subsection (1)(c) and (1)(d) and confirm or recognise the additional members as stated below:
- (a) **Ward Councillor** representing that ward in the Council who will also be the chairperson of the Ward Committee.
 - (b) **Ward Secretary** who will keep record of meetings and any other documents relating to the activities within the mandate of the committee.
 - (c) **Infrastructure, Local Economic Development, Housing, Health and Environmental Services, Social Services, Finance, Public Safety and Corporate Services.**
 - (d) **One (1) member without portfolio** who could be a specialist in a specific sectoral field who will deal with matters as assigned by the Committee, be it either of business or traditional affairs, poverty alleviation, IDP and any other special project taking into account financial aspects with specific emphasis on tariffs for services, property tax, etc, with special reference to urban and rural areas.
- (2) **The proportional representative Councillor**
- (a) The Proportional Councillor in consultation with the Speaker and the Chief Whip -
 - (i) may attend Ward Committee meetings, constituency meetings and special meetings;
 - (ii) can help with the implementation of projects.
 - (b) The Proportional Councillor in consultation with the Chief Whip may -
 - (i) support the Ward Councillor, but does not replace the Ward Councillor.
 - (c) The Proportional Councillor in consultation with the Speaker -
 - (i) can assist with resolving disputes and making referrals.
 - (d) The Proportionally elected Councillor should preferably reside in the relevant Ward.

6.2 THE COMPOSITION OF THE WARD COMMITTEES SHOULD ENDEAVOUR TO REFLECT AND COVER THE FOLLOWING INTEREST GROUPS:

- (a) At least (1/3 – 50%) of the members of the Ward Committee shall be women.
- (b) One representative from a community based organisation (CBO) or non-governmental organisation (NGO) whichever is applicable.
- (c) One person with disabilities representing persons with disabilities in the ward.
- (d) One youth representing young peoples' (the youth) interest in the ward.
- (e) Religious groupings.
- (f) Sports and culture.
- (g) Health and welfare.
- (h) Business.
- (i) Environment.
- (j) Education.
- (k) Senior citizens.
- (l) Community safety forums.
- (m) Ratepayers'/civic associations.
- (n) Traditional leaders.
- (o) Agricultural associations.
- (p) Informal traders' associations.
- (q) People living with disabilities.
- (r) Farm workers.
- (s) Employment.
- (t) Tourism.
- (u) Unions.

6.3 SUB-COMMITTEES

- (a) A Ward Committee may establish one or more sub-committees necessary for the performance of its functions and involve organisations more broadly.
- (b) A Ward Committee must appoint the members of such a sub-committee, appoint a chairperson from among its members and determine the function of such a committee.
- (c) The Ward Committee and sub-committees may meet together as a ward forum for major discussions.

- (d) All stakeholders in the ward are encouraged to participate in sub-committees that are relevant to their fields of interest and to their day-to-day functioning as a sector.

PART 7

MEETING PROCEDURES

7.1 PROCEDURE APPLICABLE TO THE WARD COMMITTEES

- (1) The Ward Committee must meet at least once a month as a committee and any other such date as requested by the Speaker, and the Ward Councillor may, in addition to the monthly meetings, convey special Ward Committee meetings for urgent matters or in extra-ordinary circumstances. It is also required from any Ward Committee member to attend other scheduled meetings or workshops of the Tlokwe City Council, as and when required by the Speaker to do so.
- (2) Ward Committee meetings are convened and chaired by the Ward Councillor and he/she may, in consultation with the Speaker, delegate in writing the chairing of a meeting in his/her absence to a proportional representation Councillor or any member of the Ward Committee.
- (3) The purpose of Ward Committee meetings will be to deal with reports by the Ward Councillor and Committee members on specific issues within the mandate of the Ward Committee.
- (4) Members of the Ward Committee must submit items to be discussed well in advance to the chairperson.
- (5) The chairperson will be responsible to draft an agenda for Ward Committee meetings and the Ward Secretary must finalise and distribute the agenda.
- (6) The Ward Secretary must minute all meetings and it must be handed in at the Office of the Speaker. The Ward Secretary must furthermore keep copies of the minutes of the meetings for future reference on progress made on specific tasks or activities of the committee.
- (7) **Quorum and decisions/recommendations**
- (a) A majority of Ward Committee members must be present before consensus may be reached on any matter (50% plus one member).
- (b) Ward Committees shall endeavour to reach consensus on all matters discussed.
- (c) If consensus on any matter cannot be achieved, such matter may be determined by a supporting vote of at least the majority of the members of the Committee (50% plus one of the Committee members present).

7.2 PUBLIC MEETINGS (WARD MEETINGS)

- (a) Public meetings are mainly held in order –
 - (i) to register the concerns and inputs of the community with regard to service delivery, general development of the community, disaster management and any other municipal concern the community may have; and
 - (ii) to report back to the public on issues affecting it.
- (b) Ward or public meetings must be chaired by the Ward Councillor. A Ward Councillor may, in consultation with the Speaker, delegate in writing the chairing of the meeting in his/her absence to a proportional representation Councillor or any member of the Ward Committee.
- (c) If the Ward Councillor and his Ward Committee decide to hold a public meeting, it may in consultation with the Speaker, publish a notice in a newspaper circulating in the area concerned, stating the time, date and place of the meeting or each meeting and inviting the public to attend the meeting or meetings.
- (d) The scheduled date, time and place of the public meeting must be convenient so as to encourage the greatest number of people to attend. The venue –
 - (i) must be in a well-known place;
 - (ii) must be easily accessible and where possible, also disabled-friendly; and
 - (iii) must be large enough to accommodate all people present.
- (e) Where the jurisdiction of a traditional authority extends to the ward where a public meeting is to be held, the relevant traditional authority must be informed of the public meeting.
- (f) When the Ward Councillor/Committee publish a notice, it must convey, where appropriate, by radio or other appropriate means of communications, such as direct mail outs, pamphlets and posters or notices in key areas such as clinics, churches, schools, taxi ranks and libraries, the contents of the notice in the area concerned.
- (g) At a public meeting a representative of the Committee must –
 - (i) explain the meeting procedures, such as adoption of agenda and time allowed for questions;
 - (ii) explain the issues the Committee has to consider, including any options open to the Committee;
 - (ii) allow members of the public attending the meeting to present their views on these issues;
 - (iv) answer relevant questions;
 - (v) keep minutes of the meeting and inform the public that Ward Committee meeting and public meeting minutes are public documents and that the community has access to these documents and may make copies at their own cost; and

- (vi) give feedback on previous issues, including reasons if there is a lack of progress.
 - (h) Public meetings are not political platforms and Ward Committee members and the public must refrain from making party-political statements, campaigning and canvassing.
 - (i) For the purpose of participation in public meetings, a Ward Committee may keep a register of interest groups and organisations that are active in the ward. An example of such a register is contained in Annexure C.
- (h) Minutes of public meetings must be handed in at the Office of the Speaker. The Ward Secretary must furthermore keep copies of the minutes of the meetings for future reference on progress made on specific tasks or activities of the Committee.

7.3 PROCEDURES

A Ward Committee with a supporting vote of the majority of its members may determine its own procedures subject to any directions of the chairperson.

7.4 WORK PROGRAMME

The Ward Committee –

- (a) must submit a programme with specific outputs of work for one year to the Office of the Speaker in January of each year;
- (b) must perform the functions as set out to achieve and the outputs as indicated in the work programme –
 - (i) on own initiative;
 - (ii) on request by the Ward Councillor;
 - (iii) on request by the Speaker or other designated political functionary; and
 - (iv) in accordance with priorities and reasonable time frames determined by the Speaker or other designated political functionary.

PART 8

TERM OF OFFICE, VACANCIES AND REMUNERATION

8.1 Term of office

- (1) The term of office of Ward Committee members shall not exceed the term of office of the elected Ward Councillor.
- (2) The outgoing Ward Committee members shall hand over all information and record books to the Ward Councillor and the newly-elected members.

8.2 Vacancies

- (1) If a vacancy occurs amongst the members of the Ward Committees, except the Ward Councillor, the vacancy must be filled in accordance with the procedure as stipulated in Part 5, Section 5, of these by-laws.
- (2) The newly elected member shall then assume the vacant portfolio within the ward.

8.3 Remuneration

- (1) In terms of Section 16(1) of General Notice 965 of 2005 published in Government Gazette No 27699 of 2005-06-24, no remuneration is payable to members of the Ward Committee.
- (2) Council, however, shall annually budget for the out of pocket expenses of members of Ward Committees in respect of their participation in Ward Committees and *ex gratia* payments in this regard (also referred to as a stipend) will be made as resolved by Council.
- (3) The *ex gratia* payments are made on a quarterly basis and after the Ward Councillor has confirmed in writing that the Ward Committee members had fulfilled their duties actively during the preceding quarter, which active involvement must also include the attendance of Ward Committee meetings.

PART 9

ETHICAL OBLIGATIONS

- 9.1 A Ward Committee must be a Committee of the community, and
- 9.2 must act in the interest of the local community, and therefore
- 9.3 such a Committee shall not be a party political committee, and
- 9.4 the members of such a Committee shall be representative of all the interest groups of the community, and
- 9.5 the community as such should be proud of the Committee which the community itself has established to serve the community.

PART 10

CAPACITY BUILDING AND TRAINING

10. (1) Ward committees should, with the assistance of the municipality, prepare an annual capacity building and training needs assessment for members of the committee.
- (2) An annual capacity building and training programme must be developed for each member of the Ward Committee.
- (3) An annual budget, taking into account any funds budgeted by the municipality, for the capacity building and training programme should be prepared according to the needs assessment.

- (4) The following requirements may be included in the training and capacity building programmes of the municipality:
- (a) Generic training needs, including –
 - (i) basic literacy;
 - (ii) communication;
 - (iii) interpersonal skills;
 - (iv) community upliftment;
 - (v) conflict management and negotiation skills;
 - (vi) democracy and community participation;
 - (vii) identification, monitoring and prioritisation of needs; and
 - (ix) leadership.
 - (b) Training needs on municipal policy and processes, including
 - (i) principles of good governance;
 - (ii) the establishment of ward committees, their terms of reference, nature and functions;
 - (ii) municipal structures, legislation and processes (including CMIP, PMS and IDP);
 - (iv) intergovernmental community development;
 - (v) municipal service partnerships; and
 - (vi) payment of services (indigent policy, credit and debt control policy).
 - (c) Specialised training needs, including
 - (i) meeting procedures and secretariat services, including minute taking, report writing and letter writing;
 - (ii) administration, including clerical/administrative skills, bookkeeping and basic accounting;
 - (iii) budgeting;
 - (iv) monitoring and evaluation;
 - (v) policy development;
 - (vi) project management;
 - (vii) stress management; and
 - (viii) performance management.

PART 11**CONDUCT OF MEMBERS**

11. (1) A member of the committee –
- (a) must perform the functions of the Committee in good faith and without fear, favour or prejudice;
 - (b) may not use the position or privileges of a member for private gain or to improperly benefit another person;
 - (c) may not act in any other way that compromises the credibility, impartiality, independence or integrity of the Committee;
 - (d) must adopt the principle of accountability to the community and all political parties represented in Council;
 - (e) must be accessible for the community and ensure that all role-players can relate to the process and the issues at hand and are able to make their input into the processes of the committee;
 - (f) must adopt the principle of transparency to promote openness, sincerity and honesty among all the role-players in a participative process and promote trust and respect for the integrity of each role-player and a commitment by all to the overriding objectives of the process in the interest of the common good;
 - (g) must recognise diversity and understand the differences associated with race, gender, religion, ethnicity, language, age, economic status and sexual orientation, among others;
 - (h) must embrace all views and opinions in the process of community participation; special effort must be made to include previously disadvantaged persons and groups, including women and youth in the activities of the Ward Committee;
 - (i) must provide a written apology with a valid reason to the chairperson of the Committee if a meeting cannot be attended.
- (2) Ward Committee members must sign a Code of Conduct, which must be administered by the Ward Councillor. The Code of Conduct is contained in Annexure B.

PART 12**TERMINATION OF MEMBERSHIP**

12. The following serves as sufficient motivation to terminate the membership of a Ward Committee member:
- (1) Death.
 - (2) Resignation.
 - (3) Relocation from ward.

- (4) Election to position of Councillor.
- (5) Failure to attend three consecutive meetings of the Ward Committee without written apology.
- (6) Proven involvement in corruption.
- (7) Failure to adhere to meeting procedures or misconduct during Ward Committee meetings.
- (8) Failure (or negligence) to submit priorities with the mandate of the community.
- (9) Being involved in proven activities that undermine the Council or Ward Councillors' authority.
- (10) Dismissed in accordance with a resolution of the Ward Committee or by the Speaker in consultation with the Ward Councillor.
- (11) Ceases to be a member of the organisation he/she represents.
- (12) Is insolvent or declared mentally incompetent by a competent court.
- (13) Being involved in criminal activities.

PART 13

ACCOUNTABILITY

13. The Ward Councillor must –
- (a) ensure that full and proper records are kept of the minutes of Ward Committee meetings;
 - (b) ensure that the Committee's available resources are properly safeguarded and used in the most effective and efficient way;
 - (c) ensure that all statutory measures applicable to the Committee are complied with;
 - (d) ensure that all recommendations made by the Ward Committee is formalised and submitted to the Office of the Speaker or other designated political functionary for presentation to the Council at intervals determined by the Speaker or other designated political functionary;
 - (e) report a view adopted by the Ward Committee to the Council but may indicate his or her disagreement with the view in the report;
 - (f) ensure the production of a progress report on major achievements and areas of failure, with reasons, within two months after the end of the financial year;
 - (g) submit the progress report to the Speaker or other designated political functionary for a review of the performance of the committee; and
 - (h) implement any corrective measures to ensure effective and efficient performance of the Committee as suggested by the Speaker or other designated political functionary.

PART 14**DISPUTE RESOLUTION**

14. The following mechanisms must ensue when disputes arise within Ward Committees:
- (a) Every effort must be made to deal with disputes.
 - (b) When a dispute arises, the Ward Councillor must appoint a person or persons, the maximum being two, to attempt and resolve the dispute through mediation.
 - (c) If the attempt at mediation fails, the matter is then submitted to the Ward Councillor who must arbitrate, provided that the matter does not involve the Councillor and the majority of the members of the Committee.
 - (d) If the majority of Committee members remain aggrieved, the matter must be taken to the Speaker who must arbitrate, and if the matter could still not be resolved, it must be taken through the Office of the Speaker to Council. This must be avoided as far as possible.

PART 15**DISSOLUTION**

15. (1) Council may on the advice of the Speaker dissolve a Ward Committee if it fails to fulfil its objectives.
- (2) The following serves as an indication that a committee exceeded its functions and fails to fulfil its object:
- (a) When it fails to meet three consecutive times;
 - (b) when members decide to dissolve it; and
 - (c) when maladministration, fraud, corruption or any serious malpractice has occurred or is occurring in a committee.
- (3) There must be due notice before a Council proceeds to dissolve a Ward Committee.

PART 16**GENERAL AFFLICTION OF THE GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES**

- 16.1 The Guidelines for the Establishment and Operation of Ward Committees as passed by the Tlokwe City Council shall serve as the official rules regulating the Ward Committees.
- 16.2 If any member of the public or the Council would like to propose an amendment to the guidelines, the following procedure shall be followed in writing to the Municipal Manager or the official with delegated authority:
- (1) Noting the part number: e.g. Part 9.
 - (2) Noting the Section: e.g. Section 13.

- (3) Noting the subsection (if any).
- (4) Writing down the proposed amendment to the original text.

16.3 If satisfied with the proposed amendments, the Tlokwe City Council will inform Ward Committees through the Ward Councillors about the amendments, after passing an appropriate resolution in this regard and the proper publication of its resolution in this regard as prescribed.

ANNEXURES A, B AND C

ANNEXURE A

TLOKWE CITY COUNCIL

SATISFACTION SURVEY QUESTIONNAIRE

Name of Ward Councillor:

Ward number:

Name of ward committee member administering the questionnaire:

1. What is the important need(s) in your area?

- Water
- Electricity
- Refuse removal
- Sewerage systems
- Roads
- Pavements
- Telephones
- Any other need not listed

2. Do you think that the municipality is responding to the need(s) identified above?

.....

3. If no, provide reasons for your statement:

.....

4. Are you satisfied with the services and quality of services provided by the municipality?

5. If no, provide reasons for your statement:

.....

6. Is there any significant development or improvement of your area since the inception of the municipality?

Name such development

7. Are you happy about the general development in your ward since the inception of the municipality?

YES NO

Why?

.....

ANNEXURE B**WARD COMMITTEE MEMBERS – CODE OF CONDUCT****1. Interest of the community**

- 1.1 Ward committee members must at all times advise and act in the interest of the ward community.
- 1.2 Ward committee members must not use their position to promote personal or private interest.
- 1.3 The conduct of ward committee members must not be influenced by or dictated to by improper motives.
- 1.4 In the execution of their functions, ward committee members must not favour any individuals, groups or organisations.

2. Ward committee meetings

- 2.1 Ward committee members must strive to attend all ward committee meetings.
- 2.2 Ward committee members must submit apologies in writing to the ward councillor with legitimate reasons if they are unable to attend ward committee meetings.
- 2.3 Ward committee members may not be absent from ward committee meetings three times in succession without a legitimate excuse having been submitted in writing to the ward councillor prior to such meetings.
- 2.4 Failure to attend three ward committee meetings in succession without a legitimate excuse will result in a ward committee member losing his position as ward committee member.
- 2.5 Ward committee members must refrain from engaging in disruptive behaviour during meetings.

3. Political matters

- 3.1 Ward committee members must avoid political conflicts among themselves and must also avoid political conflicts between themselves and the ward councillor.
- 3.2 In their interaction with the community, ward committee members must not discriminate on the grounds of political affiliation, culture, race, gender, sexual orientation, disability, religion or any other grounds that would constitute unfair discrimination.
- 3.3 In the execution of their duties ward committee members must not advance the interest of any political party.
- 3.4 Ward committee members may not use ward committee meetings as a political platform or forum or to canvas for political support for re-election a ward committee member or as a ward councillor in the next local government elections.

4. Conflicts

- 4.1 Ward committee members must avoid conflicts among themselves and between themselves and the ward councillor.
- 4.2 Conflicts must be dealt with as provided for in the guidelines.

DECLARATION

Name of municipality:

Ward number:

I,
(full name of ward committee member)

declare that I have read the code of Conduct for members of ward committees and that I understand it and agree to be bound by the Code of Conduct in the execution of my duties and functions as a ward committee member.

.....
DATE

.....
SIGNATURE

ANNEXURE C

REGISTER OF ALL ACTIVE ORGANISATIONS IN THE WARD

Name of municipality:

Name of Ward Councillor:

Ward number:

Year:

Name of organisation	Sector or area of activity	Postal address	Contact person	Position	Contact number

VERSLAG/REPORT ...

VERSLAG/REPORT

BELEID: RIGLYNE VIR DIE INSTELLING EN FUNKSIONERING VAN WYKSKOMITEES / POLICY: GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES (PJN/hh06.13.1) (RMS 3335)

1. INLEIDING

Die doel van die verslag is om die Raad in staat te stel om die Verordeninge betreffende die riglyne vir die instelling en funksionering van Wykskomitees, aan te neem.

2. AGTERGROND

Die Raad het op 2007-01-30 die konsepbeleid soos hieronder goedgekeur:

1. INTRODUCTION

The purpose of the report is to enable Council to accept the By-laws pertaining to the guidelines for the establishment and operation of Ward Committees.

2. BACKGROUND

Council approved the draft policy as stipulated hereunder:

"DRAFT GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES

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B: Code of Conduct
C: Register of all active organisations in the ward

FIRST AMENDED DRAFT
DRAFT GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD
COMMITTEES

POTCHEFSTROOM CITY COUNCIL

PART 1

INTERPRETATION AND APPLICATION OF THE PROVISIONS OF THE LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 117 (ACT 117 OF 1988) (AS AMENDED)

1. INTRODUCTION

To give effect to the provisions of the Constitution, the Local Government: Municipal Structures Act, 1988 (Act 117 of 1998) of which the long title of the Act, *inter alia* provides as follows:

“To provide for the establishment of municipalities in accordance with the requirements relating to categories and types of municipalities; to establish criteria for determining the category of municipalities to be established in an area; to define the types of municipalities that may be established within each category; to provide for an appropriate division of functions and powers between categories of municipalities; to regulate the internal systems, structures and office-bearers of municipalities; to provide for appropriate electoral systems; and to provide for matters in connection therewith.”

1.1 PROVISIONS OF THE MUNICIPAL STRUCTURES ACT THAT SUPPORTS THE ESTABLISHMENT OF WARD COMMITTEES FOR THE CITY COUNCIL

- (1) In terms of Section 72(1) of the Municipal Structures Act, the object of a Ward Committee is to enhance participatory democracy in local government.
- (2) The above stipulation of the Act has therefore as underlying basis, that such a Ward Committee shall be representative of the composition of the community living in that ward, irrespective of the political composition, representation and structures of the political parties active in the ward.
- (3) It is therefore a committee which functions outside the ambit of politics in the interest of all segments of that particular ward composition.

PART 2

PURPOSE OF THE ESTABLISHMENT NOTICE FOR WARD COMMITTEES

2. ESTABLISHMENT NOTICE

The Potchefstroom City Council is hereby establishing Ward Committees in terms of Section 73 of the Municipal Structures Act for Ward 1 – Ward 21 as determined by the Municipal Demarcation Board.

The established Ward Committees shall therefore serve as official community participation structures within the municipal area of jurisdiction of the Potchefstroom City Council, and will be representative of the community representing the respective ward and its composition, irrespective of the political representation of the political ward electoral composition and structure, thus promoting ownership and popular participation.

PART 3**FUNCTIONS AND POWERS OF WARD COMMITTEES**

- 3.1 A ward Committee must -
- (1) strive to achieve functional communication channels and co-operative partnerships between the municipality and the residents of a particular ward;
 - (2) contact between the municipality and community, through the use of and payment for services rendered and to report on progress on projects within the specific ward;
 - (3) a harmonious relationship between residents of a ward, the Ward Councillor, geographic community and the municipality;
 - (4) disseminate information in the ward concerning municipal affairs such as the budget, integrated development planning, performance management system (PMS), service delivery options and municipal properties;
 - (5) maximum participation in developing and supporting Council's policies affecting the ward; and
 - (6) make recommendations on any matter affecting the ward, via the Ward Councillor to the Speaker;
- 3.2 A Ward Committee may execute other functions as delegated by the Speaker or any of its delegates.
- 3.3 A Ward Committee must assist the Ward Councillor in identifying challenges and needs of residents.
- 3.4 A Ward Committee must receive queries and complaints from residents concerning municipal service delivery, communicate it to Council and provide feedback to the community on Council's response.
- 3.5 A Ward Committee may interact with other forums and organisations on matters affecting the ward.
- 3.6 A Ward Committee serves as a mobilising agent for community action within the ward. This may be achieved as follows:
- (i) Attending to all matters that affect and benefit the community;
 - (ii) act in the best interest of the community;
 - (iii) ensure the active participation of the community in –
 - (aa) service payment campaigns;
 - (bb) the integrated development planning process;
 - (cc) the municipality's budgetary process;
 - (dd) decisions about the provision of municipal services; and
- 3.7 A Ward Committee may in consultation with the Speaker delimitate and chair zonal meetings.

- 3.8 A Ward Committee may express dissatisfaction in writing to the municipal Council on the non-performance of a Ward Councillor.
- 3.9 A Ward Committee may, subject to available capacity and resources, conduct an annual satisfaction survey in order to assist the Committee in the execution of its functions and powers and this satisfaction survey must be administered in the ward by Ward Committee members under the supervision of the Ward Councillor and with the administrative support of the municipality. (Annexure A represents an example of such a survey).

PART 4

ADMINISTRATIVE PROCEDURES AND MANDATE OF COMMITTEE

4.1 SUPPORT BY THE CITY COUNCIL

The City Council –

- (1) shall make administrative arrangements to enable the Ward Committees to perform the functions allocated to it, and exercise their powers effectively within the mandate of the Speaker of the Potchefstroom City Council;
- (2) will be ultimately politically and administratively accountable for the smooth running of the Ward Committees;
- (3) will provide meeting venues where possible and assist in acquiring such venues as and when necessary;
- (4) will provide record books which remain the property of the Council for each Ward who shall ensure safekeeping of information and reports;
- (5) will be responsible to administer the elections and by-elections of the Ward Committee members;
- (6) will assist with the promotion of Ward Committees in the community, informing the communities of the roles and responsibilities of Ward Committees. A practical example in this regard may be the provision of formal identification cards to Ward Committee members in order for them to be recognised as legitimate Ward Committee members amongst the community;
- (7) will ensure the permanent availability of an administrative staff capacity to attend all scheduled/non-scheduled Ward Committee meetings and to assist the Ward Councillor and members in fulfilling their clerical and administrative functions. The exact nature and extent of such capacity may differ from ward to ward. This could take the form of a staff member to co-ordinate the work of Ward Committees as well as support the constituency work of a number of Ward Councillors;
- (8) will endeavour to provide the necessary logistical resources, including furniture, computers and stationery for Ward Committees to fulfil their functions;
- (9) will assist with the translation of information and documentation for the community;
- (10) will assist the Ward Committees in fulfilling their tasks, including the provision of additional capacity and advertising campaigns required for purposes of arranging larger public meetings, if necessary;

- (11) will provide municipal transport to Ward Councillors and Ward Committee members in particular circumstances at the request of the Ward Councillor, especially in rural areas;
- (12) will develop and provide capacity building and training programmes for Ward Committees on an ongoing basis during their term of office; and
- (13) will facilitate Ward Committee elections.

4.2 MANDATE OF COMMITTEE AND ADMINISTRATIVE SUPPORT VIA THE WARD COUNCILLOR TO THE SPEAKER

- (1) Recommendations of the Ward Committee via the Ward Councillor to the Speaker, will be submitted by means of a comprehensive report supported by minutes which reflect consensus reached during a broader ward meeting and furthermore in terms of the process as set out by a procedural manual which will be provided to every Ward Committee.
- (2) Equally, decisions from Council will be communicated in the wider ward for support and implementation.
- (3) Ward Committees shall conduct their business by means of consensus and Council shall have the power to overrule Ward Committees under certain circumstances (advice on the practicality of a decision taken by a Ward Committee).
- (4) Ward Committees, where appropriate and to further entrench broad participation, may establish subcommittees of not less than six (6) members and not more than eight (8) members. Such subcommittees shall discuss sectoral issues and make recommendations to the Ward Committee.

PART 5

ELECTION GUIDELINES

5.1 DEVELOPMENT OF RULES

The Municipal Structures Act provides that the Potchefstroom City Council must make rules regarding the procedure to elect the members who constitute the Ward Committees, taking into account the need –

- (a) for women to be preferably equally represented in a Ward Committee (Subsection 73(3)(a)(i) of the Act); and
- (b) for diversity of interests in the Ward to be represented (Subsection 73(3)(a)(ii) of the Act);

and also for –

- (c) the circumstances under which a member of a Ward Committee must vacate office (Subsection 73(3)(b) of the Act); and
- (d) the frequency of meetings of Ward Committees (Subsection 73(3)(c) of the Act).

5.2 GUIDELINES

- (1) All registered voters (irrespective of party affiliation) within a particular ward are eligible to elect or to be elected to serve as members of a Ward Committee.
- (2) A person is not eligible for election if he/she -
 - (a) is employed by the Potchefstroom City Council or the Southern District Municipality;
 - (b) is in arrears to the municipality for rates and service charges for a period longer than three months;
 - (c) is an unrehabilitated insolvent;
 - (d) has been placed under curatorship;
 - (e) after February 1997 has been convicted of an offence and sentenced to imprisonment without the option of a fine for a period of not less than twelve months;
 - (f) is of unsound mind and had been declared so by a competent court.
- (3) Members must be active in the geographic area or sector they represent and must be motivated to work on the Ward Committee by their commitment to working for a better life for their constituency.
- (4) The Speaker shall determine the date for elections or by-elections, to effect the election of Ward Committees.
- (5) Any registered voter in the ward may nominate in the prescribed format his/her preferred nominee to stand for elections in the Ward Committee before the election date as may be determined by the Speaker.
- (6) The nominated registered voter shall confirm his/her availability for election to the/a position in the Ward Committee.
- (7) Elections of Ward Committee members shall be conducted at a meeting held within the ward area of jurisdiction and be presided over by the Speaker or his delegated municipal official.
- (8) The Speaker or his delegated municipal official shall report the outcome of the elections with full details of the elected members at least within seventy-two (72) hours after the elections, for record purposes. Objections against any member elected must be lodged with the Office of the Speaker, stating full reasons and details of the person objecting, within ten (10) working days after the date of elections.
- (9) The Speaker shall respond to any such objection within fourteen (14) days after receipt of any complaint.

PART 6

COMPOSITION OF WARD COMMITTEES

6.1 WARD COMMITTEE MEMBERS

- (1) The committee shall consist of the politically elected Ward Councillor as chairperson of the Ward Committee, plus no more than ten (10) other persons, which Committee will assign, under the directions of the chairperson, each of the Committee members portfolios aligned *inter alia* to the departments of the Potchefstroom City Council as stated under Subsection (1)(c) and (1)(d) and confirm or recognise the additional members as stated below:
 - (a) **Ward Councillor** representing that ward in the Council who will also be the chairperson of the Ward Committee.
 - (b) **Ward Secretary** who will keep record of meetings and any other documents relating to the activities within the mandate of the committee.
 - (c) **Infrastructure, Local Economic Development, Housing, Health and Environmental Services, Social Services, Finance, Public Safety and Corporate Services.**
 - (d) **One (1) member without portfolio** who could be a specialist in a specific sectoral field who will deal with matters as assigned by the Committee, be it either of business or traditional affairs, poverty alleviation, IDP and any other special project taking into account financial aspects with specific emphasis on tariffs for services, property tax, etc, with special reference to urban and rural areas.

6.2 THE COMPOSITION OF THE WARD COMMITTEES SHOULD ENDEAVOUR TO REFLECT AND COVER THE FOLLOWING INTEREST GROUPS:

- (a) At least (1/3 – 50%) of the members of the Ward Committee shall be women.
- (b) One representative from a community based organisation (CBO) or non-governmental organisation (NGO) whichever is applicable.
- (c) One person with disabilities representing persons with disabilities in the ward.
- (d) One youth representing young peoples' (the youth) interest in the ward.
- (e) Religious groupings.
- (f) Sports and culture.
- (g) Health and welfare.
- (h) Business.
- (i) Environment.
- (j) Education.

- (k) Senior citizens.
- (l) Community safety forums.
- (m) Ratepayers'/civic associations.
- (n) Traditional leaders.
- (o) Agricultural associations.
- (p) Informal traders' associations.
- (q) People living with disabilities.
- (r) Farm workers.
- (s) Employment.
- (t) Tourism.
- (u) Unions.

6.3 SUB-COMMITTEES

- (a) A Ward Committee may establish one or more sub-committees necessary for the performance of its functions and involve organisations more broadly.
- (b) A Ward Committee must appoint the members of such a sub-committee, appoint a chairperson from among its members and determine the function of such a committee.
- (c) The Ward Committee and sub-committees may meet together as a ward forum for major discussions.
- (d) All stakeholders in the ward are encouraged to participate in sub-committees that are relevant to their fields of interest and to their day-to-day functioning as a sector.

PART 7

MEETING PROCEDURES

7.1 PROCEDURE APPLICABLE TO THE WARD COMMITTEES

- (1) The Ward Committee must meet at least once a month as a committee and any other such date as requested by the Speaker, and the Ward Councillor may, in addition to the monthly meetings, convey special Ward Committee meetings for urgent matters or in extra-ordinary circumstances. It is also required from any Ward Committee member to attend other scheduled meetings or workshops of the Potchefstroom City Council, as and when required by the Speaker to do so.
- (2) Ward Committee meetings are convened and chaired by the Ward Councillor and he/she may, in consultation with the Speaker, delegate in writing the chairing of a meeting in his/her absence to a proportional representation Councillor or any member of the Ward Committee.

- (3) The purpose of Ward Committee meetings will be to deal with reports by the Ward Councillor and Committee members on specific issues within the mandate of the Ward Committee.
- (4) Members of the Ward Committee must submit items to be discussed well in advance to the chairperson.
- (5) The chairperson will be responsible to draft an agenda for Ward Committee meetings and the Ward Secretary must finalise and distribute the agenda.
- (6) The Ward Secretary must minute all meetings and it must be handed in at the Office of the Speaker. The Ward Secretary must furthermore keep copies of the minutes of the meetings for future reference on progress made on specific tasks or activities of the committee.
- (7) **Quorum and decisions/recommendations**
 - (a) A majority of Ward Committee members must be present before consensus may be reached on any matter (50% plus one member).
 - (b) Ward Committees shall endeavour to reach consensus on all matters discussed.
 - (c) If consensus on any matter cannot be achieved, such matter may be determined by a supporting vote of at least the majority of the members of the Committee (50% plus one of the Committee members present).

7.2 PUBLIC MEETINGS (WARD MEETINGS)

- (a) Public meetings are mainly held in order –
 - (i) to register the concerns and inputs of the community with regard to service delivery, general development of the community, disaster management and any other municipal concern the community may have; and
 - (ii) to report back to the public on issues affecting it.
- (b) Ward or public meetings must be chaired by the Ward Councillor. A Ward Councillor may, in consultation with the Speaker, delegate in writing the chairing of the meeting in his/her absence to a proportional representation Councillor or any member of the Ward Committee.
- (c) If the Ward Councillor and his Ward Committee decide to hold a public meeting, it may in consultation with the Speaker, publish a notice in a newspaper circulating in the area concerned, stating the time, date and place of the meeting or each meeting and inviting the public to attend the meeting or meetings.
- (d) The scheduled date, time and place of the public meeting must be convenient so as to encourage the greatest number of people to attend. The venue –
 - (i) must be in a well-known place;
 - (ii) must be easily accessible and where possible, also disabled-friendly; and
 - (iii) must be large enough to accommodate all people present.

- (e) Where the jurisdiction of a traditional authority extends to the ward where a public meeting is to be held, the relevant traditional authority must be informed of the public meeting.
- (f) When the Ward Councillor/Committee publish a notice, it must convey, where appropriate, by radio or other appropriate means of communications, such as direct mail outs, pamphlets and posters or notices in key areas such as clinics, churches, schools, taxi ranks and libraries, the contents of the notice in the area concerned.
- (g) At a public meeting a representative of the Committee must –
 - (i) explain the meeting procedures, such as adoption of agenda and time allowed for questions;
 - (ii) explain the issues the Committee has to consider, including any options open to the Committee;
 - (ii) allow members of the public attending the meeting to present their views on these issues;
 - (iv) answer relevant questions;
 - (v) keep minutes of the meeting and inform the public that Ward Committee meeting and public meeting minutes are public documents and that the community has access to these documents and may make copies at their own cost; and
 - (vi) give feedback on previous issues, including reasons if there is a lack of progress.
 - (h) Public meetings are not political platforms and Ward Committee members and the public must refrain from making party-political statements, campaigning and canvassing.
 - (i) For the purpose of participation in public meetings, a Ward Committee may keep a register of interest groups and organisations that are active in the ward. An example of such a register is contained in Annexure C.
- (h) Minutes of public meetings must be handed in at the Office of the Speaker. The Ward Secretary must furthermore keep copies of the minutes of the meetings for future reference on progress made on specific tasks or activities of the Committee.

7.3 PROCEDURES

A Ward Committee with a supporting vote of the majority of its members may determine its own procedures subject to any directions of the chairperson.

7.4 WORK PROGRAMME

The Ward Committee –

- (a) must submit a programme with specific outputs of work for one year to the Office of the Speaker in January of each year;

- (b) must perform the functions as set out to achieve and the outputs as indicated in the work programme –
 - (i) on own initiative;
 - (ii) on request by the Ward Councillor;
 - (iii) on request by the Speaker or other designated political functionary; and
 - (iv) in accordance with priorities and reasonable time frames determined by the Speaker or other designated political functionary.

PART 8

TERM OF OFFICE, VACANCIES AND REMUNERATION

8.1 Term of office

- (1) The term of office of Ward Committee members shall not exceed the term of office of the elected Ward Councillor.
- (2) The outgoing Ward Committee members shall hand over all information and record books to the Ward Councillor and the newly-elected members.

8.2 Vacancies

- (1) If a vacancy occurs amongst the members of the Ward Committees, except the Ward Councillor, the vacancy must be filled in accordance with the procedure as stipulated in Part 5, Section 5, of these by-laws.
- (2) The newly elected member shall then assume the vacant portfolio within the ward.

8.3 Remuneration

- (1) No remuneration is payable to members of the Ward Committee.
- (2) Council shall annually budget for the out of pocket expenses of members of Ward Committees in respect of their participation in Ward Committees and *ex gratia* payments in this regard will be made as resolved by Council.

PART 9

ETHICAL OBLIGATIONS

- 9.1 A Ward Committee must be a Committee of the community, and
- 9.2 must act in the interest of the local community, and therefore
- 9.3 such a Committee shall not be a party political committee, and
- 9.4 the members of such a Committee shall be representative of all the interest groups of the community, and
- 9.5 the community as such should be proud of the Committee which the community itself has established to serve the community.

PART 10**CAPACITY BUILDING AND TRAINING**

10. (1) Ward committees should, with the assistance of the municipality, prepare an annual capacity building and training needs assessment for members of the committee.
- (2) An annual capacity building and training programme must be developed for each member of the Ward Committee.
- (3) An annual budget, taking into account any funds budgeted by the municipality, for the capacity building and training programme should be prepared according to the needs assessment.
- (4) The following requirements may be included in the training and capacity building programmes of the municipality:
- (a) Generic training needs, including –
- (i) basic literacy;
 - (ii) communication;
 - (iii) interpersonal skills;
 - (iv) community upliftment;
 - (v) conflict management and negotiation skills;
 - (vi) democracy and community participation;
 - (vii) identification, monitoring and prioritisation of needs; and
 - (ix) leadership.
- (b) Training needs on municipal policy and processes, including
- (i) principles of good governance;
 - (ii) the establishment of ward committees, their terms of reference, nature and functions;
 - (ii) municipal structures, legislation and processes (including CMIP, PMS and IDP);
 - (iv) intergovernmental community development;
 - (v) municipal service partnerships; and
 - (vi) payment of services (indigent policy, credit and debt control policy).
- (c) Specialised training needs, including
- (i) meeting procedures and secretariat services, including minute taking, report writing and letter writing;

- (ii) administration, including clerical/administrative skills, bookkeeping and basic accounting;
- (iii) budgeting;
- (iv) monitoring and evaluation;
- (v) policy development;
- (vi) project management;
- (vii) stress management; and
- (viii) performance management.

PART 11

CONDUCT OF MEMBERS

11. (1) A member of the committee –
- (a) must perform the functions of the Committee in good faith and without fear, favour or prejudice;
 - (b) may not use the position or privileges of a member for private gain or to improperly benefit another person;
 - (c) may not act in any other way that compromises the credibility, impartiality, independence or integrity of the Committee;
 - (d) must adopt the principle of accountability to the community and all political parties represented in Council;
 - (e) must be accessible for the community and ensure that all role-players can relate to the process and the issues at hand and are able to make their input into the processes of the committee;
 - (f) must adopt the principle of transparency to promote openness, sincerity and honesty among all the role-players in a participative process and promote trust and respect for the integrity of each role-player and a commitment by all to the overriding objectives of the process in the interest of the common good;
 - (g) must recognise diversity and understand the differences associated with race, gender, religion, ethnicity, language, age, economic status and sexual orientation, among others;
 - (h) must embrace all views and opinions in the process of community participation; special effort must be made to include previously disadvantaged persons and groups, including women and youth in the activities of the Ward Committee;
 - (i) must provide a written apology with a valid reason to the chairperson of the Committee if a meeting cannot be attended.

- (2) Ward Committee members must sign a Code of Conduct, which must be administered by the Ward Councillor. The Code of Conduct is contained in Annexure B.

PART 12

TERMINATION OF MEMBERSHIP

12. The following serves as sufficient motivation to terminate the membership of a Ward Committee member:
 - (1) Death.
 - (2) Resignation.
 - (3) Relocation from ward.
 - (4) Election to position of Councillor.
 - (5) Failure to attend three consecutive meetings of the Ward Committee without written apology.
 - (6) Proven involvement in corruption.
 - (7) Failure to adhere to meeting procedures or misconduct during Ward Committee meetings.
 - (8) Failure (or negligence) to submit priorities with the mandate of the community.
 - (9) Being involved in proven activities that undermine the Council or Ward Councillors' authority.
 - (10) Dismissed in accordance with a resolution of the Ward Committee or by the Speaker in consultation with the Ward Councillor.
 - (11) Ceases to be a member of the organisation he/she represents.
 - (12) Is insolvent or declared mentally incompetent by a competent court.
 - (13) Being involved in criminal activities.

PART 13

ACCOUNTABILITY

13. The Ward Councillor must –
 - (a) ensure that full and proper records are kept of the minutes of Ward Committee meetings;
 - (b) ensure that the Committee's available resources are properly safeguarded and used in the most effective and efficient way;
 - (c) ensure that all statutory measures applicable to the Committee are complied with;

- (d) ensure that all recommendations made by the Ward Committee is formalised and submitted to the Office of the Speaker or other designated political functionary for presentation to the Council at intervals determined by the Speaker or other designated political functionary;
- (e) report a view adopted by the Ward Committee to the Council but may indicate his or her disagreement with the view in the report;
- (f) ensure the production of a progress report on major achievements and areas of failure, with reasons, within two months after the end of the financial year;
- (g) submit the progress report to the Speaker or other designated political functionary for a review of the performance of the committee; and
- (h) implement any corrective measures to ensure effective and efficient performance of the Committee as suggested by the Speaker or other designated political functionary.

PART 14

DISPUTE RESOLUTION

14. The following mechanisms must ensue when disputes arise within Ward Committees:
- (a) Every effort must be made to deal with disputes.
 - (b) When a dispute arises, the Ward Councillor must appoint a person or persons, the maximum being two, to attempt and resolve the dispute through mediation.
 - (c) If the attempt at mediation fails, the matter is then submitted to the Ward Councillor who must arbitrate, provided that the matter does not involve the Councillor and the majority of the members of the Committee.
 - (d) If the majority of Committee members remain aggrieved, the matter must be taken to the Speaker who must arbitrate, and if the matter could still not be resolved, it must be taken through the Office of the Speaker to Council. This must be avoided as far as possible.

PART 15

DISSOLUTION

14. (1) Council may on the advice of the Speaker dissolve a Ward Committee if it fails to fulfil its objectives.
- (2) The following serves as an indication that a committee exceeded its functions and fails to fulfil its object:
- (a) When it fails to meet three consecutive times;
 - (b) when members decide to dissolve it; and
 - (c) when maladministration, fraud, corruption or any serious malpractice has occurred or is occurring in a committee.
- (3) There must be due notice before a Council proceeds to dissolve a Ward Committee.

PART 16**GENERAL AFFLICTION OF THE GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF WARD COMMITTEES**

- 16.1 The Guidelines for the Establishment and Operation of Ward Committees as passed by the Potchefstroom City Council shall serve as the official rules regulating the Ward Committees.
- 16.2 If any member of the public or the Council would like to propose an amendment to the guidelines, the following procedure shall be followed in writing to the Municipal Manager or the official with delegated authority:
- (1) Noting the part number: e.g. Part 9.
 - (2) Noting the Section: e.g. Section 13.
 - (3) Noting the subsection (if any).
 - (4) Writing down the proposed amendment to the original text.
- 16.3 If satisfied with the proposed amendments, the Potchefstroom City Council will inform Ward Committees through the Ward Councillors about the amendments, after passing an appropriate resolution in this regard and the proper publication of its resolution in this regard as prescribed.

ANNEXURES A, B AND C

ANNEXURE A

POTCHEFSTROOM CITY COUNCIL

SATISFACTION SURVEY QUESTIONNAIRE

Name of Ward Councillor:

Ward number:

Name of ward committee member administering the questionnaire:

1. What is the important need(s) in your area?

- Water
- Electricity
- Refuse removal
- Sewerage systems
- Roads
- Pavements
- Telephones
- Any other need not listed

2. Do you think that the municipality is responding to the need(s) identified above?
.....

3. If no, provide reasons for your statement:
.....

4. Are you satisfied with the services and quality of services provided by the municipality?

5. If no, provide reasons for your statement:
.....

6. Is there any significant development or improvement of your area since the inception of the municipality?

Name such development

7. Are you happy about the general development in your ward since the inception of the municipality?

YES NO

Why?
.....

ANNEXURE B**WARD COMMITTEE MEMBERS – CODE OF CONDUCT****1. Interest of the community**

- 1.1 Ward committee members must at all times advise and act in the interest of the ward community.
- 1.2 Ward committee members must not use their position to promote personal or private interest.
- 1.3 The conduct of ward committee members must not be influenced by or dictated to by improper motives.
- 1.4 In the execution of their functions, ward committee members must not favour any individuals, groups or organisations.

2. Ward committee meetings

- 2.1 Ward committee members must strive to attend all ward committee meetings.
- 2.2 Ward committee members must submit apologies in writing to the ward councillor with legitimate reasons if they are unable to attend ward committee meetings.
- 2.3 Ward committee members may not be absent from ward committee meetings three times in succession without a legitimate excuse having been submitted in writing to the ward councillor prior to such meetings.
- 2.4 Failure to attend three ward committee meetings in succession without a legitimate excuse will result in a ward committee member losing his position as ward committee member.
- 2.5 Ward committee members must refrain from engaging in disruptive behaviour during meetings.

3. Political matters

- 3.1 Ward committee members must avoid political conflicts among themselves and must also avoid political conflicts between themselves and the ward councillor.
- 3.2 In their interaction with the community, ward committee members must not discriminate on the grounds of political affiliation, culture, race, gender, sexual orientation, disability, religion or any other grounds that would constitute unfair discrimination.
- 3.3 In the execution of their duties ward committee members must not advance the interest of any political party.
- 3.4 Ward committee members may not use ward committee meetings as a political platform or forum or to canvas for political support for re-election a ward committee member or as a ward councillor in the next local government elections.

4. Conflicts

- 4.1 Ward committee members must avoid conflicts among themselves and between themselves and the ward councillor.
- 4.2 Conflicts must be dealt with as provided for in the guidelines.

DECLARATION

Name of municipality:

Ward number:

I,
 (full name of ward committee member)

declare that I have read the code of Conduct for members of ward committees and that I understand it and agree to be bound by the Code of Conduct in the execution of my duties and functions as a ward committee member.

.....
DATE

.....
SIGNATURE

Terugvoer is ontvang van Raadslid J Venter dat die verordening aanvaar word.

Feedback was received from Councillor J Venter that the By-Laws be accepted.

'n Kennisgewing is in die pers geplaas en die beleid is aan die Wykskomitees voorgelê vir kommentaar.

A notice was published in the press and the policy was submitted to the Ward Committees for comment.

Voorsiening moet gemaak word vir die Proporsionele Raadslid.

Provision must be made for the Proportional Councillor.

Paragraaf 6.1 (2) wat soos volg lui moet bygevoeg word:

Paragraph 6.1 (2) which reads as follows must be added:

"(2) Die Proporsionele verteenwoordigende Raadslid

"(2) The proportional representative Councillor

(a) Die Proporsionele Raadslid in konsultasie met die Speaker en die Hoofswep mag -

(a) The Proportional Councillor in consultation with the Speaker and the Chief Whip may -

(i) wykskomitee-vergaderings, konstituerende vergaderings en spesiale vergaderings bywoon;

(i) attend Ward Committee meetings, constituency meetings and special meetings;

(ii) hulp verleen met die implementering van projekte

(ii) can help with the implementation of projects;

(b) Die Proporsionele Raadslid in konsultasie met die Hoofswep mag -

(b) The Proportional Councillor in consultation with the Chief Whip may -

(i) die Wyksraadslid ondersteun, maar nie vervang nie.

(i) supports the Ward Councillor, but does not replace the Ward Councillor.

(c) Die Proporsionele Raadslid in konsultasie met die Speaker mag -

(c) The Proportional Councillor in consultation with the Speaker -

(i) hulp verleen met die oplossing van dispute en maak van aanbevelings;

(i) can assist with resolving disputes and making referrals;

(d) Die Proporsionele verkose raadslid moet verkieslik in die spesifieke wyk woonagtig wees."

(d) The Proportionally elected Councillor should preferably reside in the relevant Ward."

AANBEVEEL:

1. Dat, ingevolge artikel 12 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000) die Raad die Verordeninge betreffende die riglyne vir die instelling en funksionering van Wykskomitees soos in die verslag uiteengesit as finale verordening aanvaar met ingang van datum van publikasie daarvan.
2. Dat die Verordeninge ingevolge artikel 13 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000) in die Provinsiale Koerant adverteer word.

RECOMMENDED:

1. That, Council in terms of Section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) adopt the By-laws pertaining to the guidelines for the establishment and operation of Ward Committees stipulated in the report as final By-law with effect from publication thereof.
2. That the By-laws be published in the Provincial Gazette in terms of Section 13 of the Local Government Municipal Systems Act, 2000 (Act 32 of 2000).

(Get/Signed) B H J Groenewald
**BESTUURDER KANTOOR VAN DIE SPEAKER/
 MANAGER OFFICE OF THE SPEAKER
 2007-06-13**

(Get/Signed) D N S Tsagae
SPEAKER

LOCAL AUTHORITY NOTICE 37**TLOKWE CITY COUNCIL****PROPOSED BY-LAWS REGARDING OUTDOOR ADVERTISEMENTS**

Notice is hereby given in terms of Section 13 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that Council adopted the following Outdoor Advertisement By-Laws with effect from publication hereof:

1. DEFINITIONS

"Advertisement" means any representation of a word, name, letter, figure or object or an abbreviation of a word or name, or any sign or symbol, or any light which is not intended solely for illumination or as a warning against any danger, which has as its object the furthering of any industry, trade, business undertaking, event, or activity of whatever nature and which is visible from any street or public place.

"Advertising signage structure" means any physical structure built to display advertisements.

"Advertising vehicle" means a vehicle which has been constructed or adapted for use primarily for the display of advertisements.

"Aerial advertisement" means any advertisement displayed in the air by the use of a balloon, kite, aircraft or any other means.

"Animated advertisement" means an electric advertisement that contains variable messages in which representation is made by the appearance of movement through an electric light source or beam.

"Applicant" means the person(s) by whom an application for permission to erect a sign or display an advertisement is made, which application shall be endorsed by the occupier of the premises upon which such advertisement or sign is to be located.

"Application" for an advertising sign may include all proposed advertising signs per business per site.

"Appropriate" means that the dimensions, installation, materials, place and/or supports are suitable for and appropriate in all circumstances of the case in the opinion of the delegated officer for advertising signs.

"Approval" means approval by the Council or its duly delegated officials.

"Area of control" reflects the degree of control to be applied to a certain area or part thereof which is a refinement of basic landscape, historic and esthetic sensitivity and includes those areas set out as maximum and limited control in the policy, in accordance with the visual sensitivity of the area and traffic safety conditions.

"Banner" means any flag-type of temporary advertisement which is tied to poles with ropes.

"Bill-board" means any screen board, hoarding, fence, wall or other structure larger than 4,5 m² and in a fixed position used or intended to be used for the purpose of posting, displaying or exhibiting any advertisement.

"Bill-sticking" means a poster pasted by means of an adhesive directly onto an existing surface not intended specifically for the display of a poster.

"Bit" means the basic unit for measuring the length of advertising messages and may consist of letters, digits, symbols, logos, graphics or abbreviations.

"Canopy" means a rigid roof-like projection from the wall of a building.

"Cantilever" means a projecting feature that is dependant for its support on the main structure of a building without independent vertical supports.

“Clear height” in relation to a sign means the vertical distance between the lowest edge of the sign and the level of the ground, footway or roadway immediately below the sign.

“Commercial poster” means any temporary advertisement of a commercial nature advertising any event, meeting, gathering, activity, product, service or announcing the sale of any goods.

“Council” means the Tlokwe City Council as reflected in current legislation, or its legal successor, or any officer employed by the Council, or any committee designated by the Council, acting by virtue of a delegated authority vested in him/her or it by the Council in connection with these By-laws.

“Council property” includes all property, whether movable or immovable, which is owned by, vests in or is under the control of the Council other than property leased from the Council.

“Curtilage” is the whole of the area of the ground within the boundaries of the subdivision/s forming the site of any building.

“Depth of a sign” means the vertical distance between the uppermost and lowest edges of the sign.

“Deemed to comply” means that if an advertising signage structure meets certain specified criteria, it may be deemed to satisfy the requirements of the Council for consent purposes.

“Designated areas” are areas of maximum and limited control that have been specifically designated in the policy for the display of various types of advertising signs.

“Directional Sign” means any sign with the purpose to make known or which indicates the route to and location of any meeting, gathering, event, exhibition, show-house or any property which is for sale or to let, excluding any such sign erected by Council.

“Display” means the display or erection of an advertising sign or structure.

“Electronic sign” means a sign that has an electronically controlled, illuminated display surface which allows the advertisement to be changed, animated or illuminated in various ways.

“Election advertisement” means an advertisement used in connection with any national, provincial, local council or municipal election, by-election or referendum.

“Environmental Impact Assessment” in relation to outdoor advertising is an assessment provided of the impact that an advertising sign or structure may have on the environment.

“Estate agent’s board” means an advertisement that is temporarily displayed to advertise the fact that land, premises, development or other forms of fixed property are for sale or to let.

“Flashing advertisement” means an electronic advertisement which intermittently appears and disappears.

“Flat sign” means any wall sign, other than a projecting sign, which is directly attached to or painted onto the face of an external wall of a building or on a wall external to and not part of a building.

“Gore” means the area immediately beyond the divergence of two roadways bounded by the edges of those roadways.

“Ground sign” is a self-supporting sign erected on the ground and which is not attached to a building or a wall.

“Illuminated advertisement” means an advertising signage structure which has been installed with electrical or other power for the purpose of illuminating the message of such sign.

“Non-commercial poster” means any temporary advertisement which is not of a commercial nature announcing or attracting public attention to any meeting, event, function, activity, show, market or undertaking of a sports, welfare, educational, political or religious nature or to the candidature of any person nominated for election to parliament, local government or any similar body or to a referendum.

“Non-profit body” is a body established to promote a social goal without the personal financial gain of any individual or profit-making commercial organisation involved.

“Occupier” includes any person in actual occupation of land or premises without regard to the title under which he/she occupies.

“On site or directional” in relation to any advertisement means that such advertisement conveys only the name and the nature of the industry, trade, business, undertaking or activity which is carried on within the building or premises on which the advertisement is displayed.

“Outdoor advertising” means any form of advertising as defined, visible from any street or public place and which takes place out of doors.

“Overall height” in relation to a sign, means the vertical distance between the uppermost edge of the sign and the level of the ground, pathway or roadway immediately below it.

“Portable board” is any self-supporting sign or any other collapsible structure which is not affixed to the ground and which is capable of being readily moved.

“Posters” are placards intended to be temporarily displayed in a street or public place as an announcement of a meeting, function or event relating to an election, activity or undertaking.

“Premises” means any building together with the land on which such building is situated.

“Projected sign” means any sign projected by a cinematograph or other apparatus but does not include a sign projected onto the audience's side of a drive-in cinema screen during a performance.

“Projecting sign” means any wall sign which is affixed to a building and protrudes more than 300 mm from the wall of such building.

“Public place” means any road, street, thoroughfare, bridge, subway, foot pavement, footpath, sidewalk, lane, square, open space, garden, public facilities, park or enclosed space vested in the Council and to which the public has access.

“Remote or third party advertising” means that the content of such advertisement is unrelated to anything being undertaken on the premises on which such advertisement is displayed.

“Return wall” means any external wall of a building or any other wall, which faces any boundary other than a street facade.

“Road reserve” means the area contained within the statutory width of a road.

“Road Traffic Act” means the National Road Traffic Act, 1996 (Act 93 of 1996) and the Regulations promulgated in terms of this Act, as amended from time to time.

“Road traffic sign” means any road traffic sign as defined in the Road Traffic Act.

“Roof sign” means a sign painted or affixed directly onto the roof covering of a building.

“Signalised traffic intersection” means an intersection controlled by traffic lights.

“Sky sign” means a sign that is placed or erected on or above the roof, parapet wall or eaves of a building.

“Specific consent” means the written approval of the controlling authority which is required on submission of a formal application.

“Street” means public road as defined in the National Road Traffic Act, 1996 (Act 93 of 1996) (as amended) that means any road, street or thoroughfare or any other place (whether a thoroughfare or not) which is commonly used by the public or any section thereof or to which the public or any section thereof has a right of access, and includes-

- (a) the verge of any such road, street or thoroughfare;
- (b) any bridge, ferry or drift traversed by any such road, street or thoroughfare; and
- (c) any other work or object forming part of or connected with or belonging to such road, street or thoroughfare.

“Street furniture” means public facilities and structures which are not intended primarily for advertising and includes seating benches, planters, sidewalk litter bins, pole-mounted bins, bus shelters, sidewalk clocks and drinking fountains, but excludes road signs, traffic lights, street lights, or any other road-related structures.

“Street name signs” means pole-mounted, double-sided, internally illuminated or plain advertisements displayed in combination with street naming.

“Temporary sign” means a sign, not permanently fixed and not intended to remain fixed in one position, which is used to display an advertisement for a temporary period.

“Tri-vision” means a display which, through the use of a triangular louvre construction, permits the advertising of three different copy messages in a predetermined sequence.

“Under-awning sign” means a sign suspended or attached to the soffit of a canopy or veranda.

“Veranda” is a roofed structure attached to or projecting from the facade of a building and supported along its free edge by columns or posts.

“Visual zone” means the road reserve of a national road and any area that is visible from any spot on such road reserve, but does not include an area situated at a distance of more than 250 metres from the road reserve boundary of a freeway in an urban area.

“Zone” means the use zone as defined in the Tlokwe City Council Town Planning Scheme in course of preparation.

2. APPROVAL FOR ADVERTISEMENTS AND SIGNS

- 2.1 Subject to the provisions of these By-laws, no person shall erect or cause or allow to be erected, altered, displayed or maintained any advertisement or sign which is visible from any street or public place or on any Council property without first having obtained the written approval of the Municipal Manager for commercial advertisements and signs and from the Executive Mayor for non-commercial advertisements and signs.

3. EXEMPT ADVERTISEMENTS AND SIGNS

- 3.1 Subject to the provisions of these By-laws advertisements or signs for which no approval is required are as follows:
- 3.1.1 Any advertisement or sign not exceeding 2 m² required to be displayed in terms of any Act of Parliament, Provincial Ordinance or By-law; i.e. a company, closed corporation, co-operative, licensed premises or professional offices, or any security sign limited to one peer street frontage or premises.
 - 3.1.2 Any advertisement or sign over or near to the main entrance to any premises in which a business is carried on and which bears only the name of the business.

- 3.1.3 One advertisement or sign per street frontage indicating only the name and nature of an enterprise, practice, accommodation facility and place of residence, as well as the name of the proprietor, partner or practitioner with a maximum area of 1,5 m² per sign, or indicating the name and nature of institutions and other community facilities with a maximum area of 3 m² per sign.
- 3.1.4 Any non-illuminated advertisement displayed inside a building or on a display or shop front window.
- 3.1.5 Any advertisement not exceeding 4,5 m², displayed within the curtilage of the premises relating to the accommodation being offered to let or purchase in the building, limited to one per advertising agent per street frontage and not displayed for longer than thirty (30) days after the date of sale or lease.
- 3.1.6 Project boards advertising only the builders and professional consultants involved in the project, not exceeding 18 m² with a maximum erected height of 6 metres and displayed within the curtilage of the premises whilst building work is in progress, limited to one per street frontage and to be removed within thirty (30) days of completion of the project.
- 3.1.7 National flag of any country except when in the Council's opinion more than one national flag is used to promote, advertise or identify an economic activity, in which case the provisions of these By-laws shall apply.
- 3.1.8 Any change of face to any remote advertisement displayed or erected for which approval has been granted by the Council for the advertising signage structure.

4. APPLICATION, ASSESSMENT AND APPEAL PROCEDURE

- 4.1 Every person intending to display, erect, alter or maintain any advertisement or sign, for which the prior written permission of the Council is required, shall submit a written application to the Council on the prescribed form, together with the prescribed fee in accordance with the schedule of fees. The application shall be signed by the owner of the proposed advertising sign and by the registered owner of the land or building on which the advertising sign is to be erected or displayed or, on behalf of the owner of the land or building on which the advertising sign is to be erected or displayed or, on behalf of the owner of the land or building, by his/her agent authorised in writing by such owner and shall be accompanied by the following plans drawn in accordance with the following requirements:
 - 4.1.1 A locality plan drawn to scale showing the sign in relation to surrounding roads and structures within a 500 m radius, where applicable.
 - 4.1.2 A site plan, showing the position of the sign or advertisement on the premises, drawn to a minimum scale of 1:500 and giving all dimensions, showing the position of the sign in relation to the boundaries, other buildings, structures, services and features on the site and showing the streets and buildings on properties abutting the site.
 - 4.1.3 Detailed dimensioned drawings sufficient to enable the Council to consider the appearance of the sign or advertisement including materials, construction and illumination details.
 - 4.1.4 Detailed dimensioned drawings showing the full text and graphic details of the advertisement to a scale of minimum 1:20 where applicable.
 - 4.1.5 Detailed dimensioned elevations and sections to a scale of minimum 1:100 showing the position of the advertisement or sign in relation to the buildings, structures, features and other existing advertising signs on the site and in the surrounds.
 - 4.1.6 Coloured photographs to illustrate the position of the sign in relation to the buildings, structures, features and other existing advertising signs on the site and in the vicinity.
 - 4.1.7 Such other additional drawings, environmental impact assessments and/or photographs as are necessary, in the opinion of the Council, to explain the true nature and object of the application.

- 4.2 In certain circumstances, the Council may use its discretion to accept drawings that show only a portion of the plan or elevation of a building(s), or drawings to a smaller scale, or computer generated graphics drawn to scale to illustrate the proposal where certain drawings may be difficult to provide or even photographs where this is considered sufficient.
- 4.3 In addition, where required, the applicant shall submit additional structural and other drawings and certification as required, giving full details of the calculations, size and materials used in the supporting framework, its fixings, securing and anchorage, as well as for the structure and its advertisement to ensure the sign's structural stability, fire and safety compliance with the provisions of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977), as well as the Occupational Health and Safety Act, 1993 (Act 85 of 1993), as amended from time to time.
- 4.4 No approval, permission or act granted, issued or performed in terms of these By-laws by or on behalf of Council in connection with any temporary advertisement or the design, erection, removal or alteration thereof, shall have the effect that -
- 4.4.1 Council be liable to any person for any loss, damage, injury, death or theft of and any damage to advertisements resulting from or arising out of or in any way connected with the manner in which such temporary advertisement was designed, erected, removed or altered or the material used in the erection of such temporary advertisement or the quality of workmanship in the erection, removal or alteration of such temporary advertisement;
- 4.4.2 the owner of such temporary advertisement be exempted from the duty to take care and to ensure that such temporary advertisement be designed, erected and used or removed or altered in accordance with the provisions of these By-laws and any other applicable law;
- 4.4.3 any person be exempted from the provisions of any other law applicable in the area of jurisdiction of Council.
- 4.5 In addition, the applicant shall indemnify the Council against any consequences arising from the erection, display or mere presence of such advertising sign.
- 4.6 All signs to be erected or displayed must comply with the applicable Town Planning Scheme Regulations, as well as other relevant legislation, as amended from time to time.
- 4.7 In considering applications, in addition to any other relevant factors, the Council shall ensure that the design and display of all advertising signs conform to Council's Policy and to the South African Manual Outdoor Advertising Control's guidelines for control in terms of the general conditions and principles as set out in these documents, as amended from time to time.
- 4.8 The Council may refuse an application or grant its approval, subject to such conditions as it may deem expedient but not inconsistent with the provisions of these By-laws.
- 4.9 An approval or refusal of an application by the Council shall be made in writing with reasons provided within sixty (60) days of a complete application having been submitted in terms of these By-laws.
- 4.10 On approval, a complete copy of the application as submitted shall be retained by the Council for record purposes.
- 4.11 Any advertisement or sign erected or displayed shall be in accordance with the approval granted and any condition or amended condition imposed by such approval.
- 4.12 The person(s) to whom permission has been granted for the display of any advertisement or sign which extends beyond any boundaries of any street or public place, shall enter into a written encroachment agreement with the Council; indemnify the Council in respect of the sign and be liable to Council for payment of the prescribed annual encroachment rental.

- 4.13 Approval of all advertising signs shall be at the discretion of the Council in terms of these By-laws and will carry on for a period as may be determined by the Council either in relation to the advertising structure or to the advertising content or both, whereafter a new application for consideration must be submitted to the Council for approval in terms of these By-laws.
- 4.14 The applicant may appeal in writing against any refusal, lack of decision or condition imposed by the duly authorised official(s) within thirty (30) days of the date of such notice. Such appeal shall be made in writing setting out the nature and grounds of the appeal that the relevant officials shall forward together with a written report thereon for recommendation to the relevant committee of Council for a decision.

5. WITHDRAWAL OR AMENDMENT OF APPROVAL

- 5.1 The Council may, at any time, withdraw an approval granted or amend any condition or impose a further condition in respect of such approval if, in the opinion of the Council, an advertising sign does not conform to the guidelines for the control of signage in terms of the Council's By-laws and/or South African Manual on Outdoor Advertising Control, as amended from time to time or for any other reason Council may deem fit.
- 5.2 The Council may at any time revoke its approval for the display of an encroaching sign and cancel the encroachment agreement, giving notice in writing to the owner/applicant of such decision. The owner/applicant shall also advise the Council in writing giving details of any intent to transfer ownership of any encroaching sign.
- 5.3 An approved sign shall be erected within six months from the date of approval, whereafter such approval shall lapse, unless written application for extension is made, which may only be granted for a further maximum period of two months.
- 5.4 Any application which has been referred back to the applicant for amendment, shall be resubmitted within two months of the date of the referral notice, failing which the application shall lapse.
- 5.5 Permission for an advertising sign is granted to the applicant and shall lapse if he/she ceases to occupy the premises unless permission is sought in writing from the Council to transfer this right to the new occupiers of the premises, which shall be made within thirty days from date of the new occupation.
- 5.6 An electronic or illuminated advertisement which, after erection and in the opinion of the Council, causes a disturbance to the occupants of any affected premises, shall be altered in such a manner as prescribed by the Council in writing or be removed by the applicant/occupier within such period as may be specified.
- 5.7 The permission granted in respect of any advertisement or sign shall lapse when any alteration or addition is made to such advertisement or sign without the further approval of the Council, provided that minor alterations may be approved at its discretion by an endorsement on the original application.

6. STRUCTURAL REQUIREMENTS

- 6.1 All signs shall be properly constructed and shall be properly secured, fixed and/or anchored to the satisfaction of the Council.
- 6.2 All signs, including supports and framework, shall be constructed of non-combustible, durable and safe materials.
- 6.3 The Council may require certification by a registered engineer of any sign's structural stability and safety.
- 6.4 Adequate provision shall be made for proper drainage of all advertising signs.

7. ELECTRICAL REQUIREMENTS

- 7.1 Every electronic and illuminated advertising sign, including its supports and framework, shall be constructed entirely of non-combustible materials and shall be installed in accordance with the provisions of the Electricity Supply By-laws and the code of practice for the wiring of premises in accordance with the SANS or applicable legislation/regulations.

8. MAINTENANCE

- 8.1 The owner, and/or occupier, and/or applicant shall jointly maintain such advertisement or sign and its supporting framework to ensure that it is in a state of good repair, both structurally and aesthetically.
- 8.2 Should any advertisement or sign become dangerous, unsightly or a nuisance, the persons liable to maintain the advertisement or sign shall remove the source of danger, unsightliness or nuisance. Failure to do so constitutes an offence.
- 8.3 The Council shall be entitled, through its duly authorised officials, to enter upon any premises for the purpose of carrying out any inspection and the owner/s and/or applicant/s shall act in a co-operative manner with these duly authorised officials of Council, whose function is to inspect and ensure the proper administration and maintenance of all advertising signs.
- 8.4 Every sign and its supporting structure shall be repainted, treated against corrosion and cleaned regularly to prevent them from becoming unsightly.
- 8.5 Where any sign or advertising structure is in a state of disrepair or becomes torn, damaged or otherwise unsightly, the Council may instruct its removal.

9. DEPOSITS AND CHARGES

- 9.1 Subject to permission being granted in terms of Section 2 of these By-laws, no advertisement shall be erected or displayed, unless the applicable prescribed tariff and deposit have been paid to the Council.

10. REFUND OF DEPOSIT

- 10.1 Any deposit paid in terms of Section 9 will be refunded, only when -
- 10.1.1 all the temporary advertisements to which the deposit is applicable, have been removed to the satisfaction of the Council, or
- 10.1.2 an application for approval has been refused by Council.

11. OFFENCES AND REMOVAL OF SIGNS

- 11.1 Any person who displays or erects any advertisement or sign for which no permission has been granted by the Council or which is in contravention of Section 2 of these By-laws, or for which permission has expired, lapsed or been withdrawn, or which does not conform to the approved application or any of its conditions, or which does not comply with or is contrary to any provision of these By-laws or to any other applicable Act or Regulation, shall be guilty of an offence.
- 11.2 Any person who erects or continues to display any advertisement or sign which ceases to be relevant to the premises on which it is displayed by virtue of a change in use, ownership or occupancy of the premises to which it relates or for any other reason, shall be guilty of an offence.

- 11.3 Any person who displays or erects any advertisement or sign which contravenes or fails to comply with any provision, requirements or conditions as set out in any notice issued and serviced in terms of these By-laws or other applicable legislation or who knowingly makes any false statement in respect of any application in terms of these By-laws, shall be guilty of an offence.
- 11.4 The Council may serve a notice on the person(s) who is displaying the advertisement or who has erected the sign or caused the advertisement or sign to be displayed or erected, or the owner or occupier of the premises upon which it is being displayed or erected, or upon both such persons, directing those persons to remove such advertisement or sign or to do such other work as may be set forth in the notice, within a time frame specified therein which shall not be less than fourteen (14) days from the date of receipt of the notice, so as to bring the advertisement or sign into conformity or compliance.
- 11.5 If any person(s) to whom any notice has been given in terms of these By-laws fails to comply with a direction/instruction contained in that notice within the specified period, the Council may remove or arrange for the removal of the advertisement or sign or affect any of the alterations prescribed in the notice.
- 11.6 The Council may recover the expenses incurred, as a result of any removal, action taken, repairs necessary for damages caused to Council property, or for any other costs incurred, from any person(s) to whom the notice was issued in terms of these By-laws. No compensation shall be payable by the Council to any persons in consequence of such removal, repairs or action taken.
- 11.7 Any person who fails to remove any poster, banner, flag or election advertisement within the prescribed period, shall be guilty of an offence and the Council shall be entitled to remove any such advertisement and deduct the prescribed amount from any deposit made in respect of each and every advertisement so removed by him; provided that if the amount of money arrived at exceeds the amount of any deposit made, the Council shall be entitled to recover such excess amount from such person/s; provided further that when any such poster, banner or election advertisement is so removed in terms of these By-laws, the Council shall be entitled to destroy any such advertisement, without giving notice to anyone.
- 11.8 Any selling agent who, having displayed or caused to be displayed any portable board in respect of which approval has been given under these By-laws, fails to remove it within two hours of the end of the time as specified in Section 17, shall be guilty of an offence and the Council shall be entitled to remove any such portable board and to recover from such agent the fee prescribed; provided that any portable board so removed by the Council may be destroyed without giving notice to anyone.
- 11.9 Any advertisement or sign, other than those referred to in sub-sections 11.6 and 11.7, removed or confiscated by the Council in terms of these By-laws, may be reclaimed within sixty (60) days on payment of the charges due, failing which the Council shall have the right to use, dispose of or sell such sign at its discretion.
- 11.10 If, in the opinion of the Council, the advertising sign may be a danger to life or property and in the event of the applicant/owner and/or occupier failing to take the necessary action with immediate effect, the Council may carry out or arrange for the removal of such sign and recover the expenses so incurred.
- 11.11 Any person who, in the course of erecting or removing any advertising sign, causes damage to any natural feature, electric standard or service or any other Council installation or property, shall be guilty of an offence and punishable in terms of Section 12 of these By-laws and shall be liable for damages so incurred.
- 11.12 The Council is entitled to summarily remove any unauthorized advertising signs on its own property without giving notice to anyone.

12. PENALTIES

- 12.1 Any person who contravenes any provision of these By-laws shall be considered guilty of an offence and liable upon conviction to the maximum penalty as prescribed by the Local Government Ordinance, 1939 (Ordinance 17 of 1939) or any other applicable legislation or as authorised by the local Chief Magistrate.

13. PRESUMPTIONS

- 13.1 If any person is charged with an offence in terms of these By-laws it shall be presumed that -
- 13.1.1 any person(s) who erects or displays or who causes to be erected or displayed any advertisement or sign, whether such person(s) be the applicant, the owner or the occupier of the premises, the manufacturer of any part of the signage structure or the proprietor of the undertaking or activity to which such an advertisement relates and any of their agents, shall be deemed to have displayed, caused, allowed or consented to such advertisement or sign being displayed until the contrary is proved;
- 13.1.2 any person/s, club, body or political party responsible for organising, sponsoring, promoting or in control of any meeting, function or event to which a sign, poster, election or aerial advertisement relates, shall be deemed to have displayed, caused, allowed or consented to such advertisement or sign being displayed until the contrary is proved;
- 13.1.3 any person(s) whose name appears on the advertisement or sign or whose product or services are advertised on such sign, shall be deemed to have displayed, caused, allowed or consented to such advertisement or sign being displayed until the contrary is proved;
- 13.1.4 an advertisement displayed upon the exterior wall or fence constituting the apparent boundary of any premises and fronting any street or public place shall be deemed to be displayed in a street or public place;
- 13.1.5 where any notice or other document is required by these By-laws to be served on any person, it shall be deemed to have been properly served, within five working days of dispatch, if served personally on him/her or any member of his household apparently over the age of sixteen years at his/her place of residence or on any person employed by him at his place of business, or if sent by registered post to such person's residential or business address as it appears in the records of the Council, or if such person is a company, closed corporation or a trust, if served on any person employed by that company, closed corporation or trust at its registered office, or if sent by registered post to such office;
- 13.1.6 any advertisement or sign lawfully in existence prior to the date of promulgation of these By-laws as amended, shall be deemed to have been lawfully displayed or erected in terms of these By-laws, provided that it is continuously displayed or kept in position without any alteration other than a minor alteration permissible in writing by the Council;
- 13.1.7 anything done under or in terms of any provision repealed by these By-laws shall be deemed to have been done under the corresponding provisions of these By-laws and such repeal shall not affect the validity of anything done under the By-laws so repealed. Any application lodged and pending before the Council at the commencement of the Policy and By-law review, shall be dealt with in terms of these By-laws.

14. PROHIBITIONS

- 14.1 The following advertisements and signs are prohibited:
- 14.1.1 Any advertisement or sign, other than an exempted sign, for which neither a permit nor approval has been obtained or which does not comply with the requirements of, or which is not permitted by these By-laws or any other Law.

- 14.1.2 Any advertisement which, in the opinion of the Council, is indecent, obscene or objectionable or of a nature which may produce a pernicious or injurious effect on the public or on any particular class of person(s) or on the amenity of any neighbourhood.
- 14.1.3 Any advertisement or sign that is painted onto or attached in any manner to any tree, plant, rock or to any other natural feature.
- 14.1.4 Any advertisement or sign which obstructs any street, fire escape, exit way, window, door or other opening used as a means of egress or for ventilation or for fire fighting purposes.
- 14.1.5 Any illuminated sign, whether laser, animated, flashing or static, which disturbs or is a nuisance to the residents and/or occupants of any building and/or to any member/s of the public affected thereby.
- 14.1.6 Any advertisement or sign which is prohibited in terms of any town Planning Scheme Regulation, National Building Regulation or Building Standards Act or any other legislation.
- 14.1.7 Any advertisement or sign not erected in accordance with these By-laws or not in accordance with the specifications approved by the City Council, or the terms, or conditions attached by the Council to any such approval.
- 14.1.8 Any advertisement or sign which may obstruct or interfere with any traffic sign or signal for traffic control, or which is likely to interfere with or constitute a danger to traffic or aircraft or to the public in general.
- 14.1.9 Any advertisement or sign which may inhibit or obstruct the motorists' vision or line of sight thus endangering vehicular and pedestrian safety.
- 14.1.10 Any form of bill-sticking by means of posters or placards to any existing structure without the approval of the Council or its duly authorised official(s).

15. DISCRETIONARY POWERS

- 15.1 The Council or its delegated officer(s) shall exercise discretionary powers to permit or not to permit advertising signs in terms of the provisions of these By-laws in the following cases:
 - 15.1.1 Any advertisements on a portable board displayed on a street pavement.
 - 15.1.2 Any mobile advertising vehicles and their designated positions of display.
 - 15.1.3 Advertisements or signs painted on or in any way affixed to the surface of any window other than a display window.
 - 15.1.4 Advertisement or signs on top of a canopy or veranda.
 - 15.1.5 Advertisements painted on roofs or displayed or erected as a sky sign in an area other than industrial zone.
 - 15.1.6 Advertisements or signs displayed or erected in an area other than industrial or general business zone.
 - 15.1.7 Advertisements or signs made of certain materials not considered by the duly authorised officials to be suitable or appropriate for the intended purpose.
 - 15.1.8 Banners and flags affixed to flagpole(s) as a ground sign or attached to an existing building or structure.
 - 15.1.9 Any remote or third party advertising signs, sponsored signs and signs for non-profit organisations and institutions.

15.1.10 Any advertisements or signs of dimensions not in accordance with the provisions of these By-laws.

16. SIGNS ON COUNCIL PROPERTY AND TEMPORARY ADVERTISEMENTS

Temporary and permanent advertisements and signs on Council property are subject to Council's specific consent as set out in these By-laws and will be subject Council's branding initiative.

17. TYPES OF SIGNS

17.1 BILL-BOARDS

17.1.1 Every person who wishes to display or cause to display a bill-board advertisement shall submit to the Council a written application on the prescribed form and pay the prescribed fee. Such applications shall be accompanied by an environmental impact assessment in the case of bill-boards in excess of 36 m² and/or for smaller bill-boards at Council's discretion.

17.1.2 This type of sign shall be permitted only in limited controlled areas and specific positions at Council's discretion, subject to specific consent and assessment of their environmental impact as required which shall include the visual, social and traffic safety aspects.

17.1.3 The bill-board or sign owner's name or logo must be clearly displayed on all boards together with the identification number approved by Council.

17.1.4. Any bill-board so displayed shall -

17.1.4.1 comply with all legal requirements of the South African National Roads Agency Limited and National Roads Act where applicable;

17.1.4.2 comply with any other applicable National, Provincial or Local Government legislation and policy, including these By-laws and Council's Policy on Outdoor Advertising;

17.1.4.3 not be erected within an area of maximum control unless, after an environmental impact assessment and public participation process, the Council identifies that such area, subject to such terms and conditions as it may impose, may be reclassified as an area of lesser control, which may not be relaxed further than the control type in the area adjacent to the site in question;

17.1.4.4 not be detrimental to the nature of the environment in which it is located by reason of abnormal size, intensity of illumination or design;

17.1.4.5 not be in its content objectionable, indecent or insensitive to any sector of the public;

17.1.4.6 not unreasonably obscure partially or wholly any approved sign previously erected and legally displayed;

17.1.4.7 not constitute a danger to any person or property;

17.1.4.8 not encroach over the boundary line of the property on which it is erected;

17.1.4.9 not be erected if considered by the Council to be a distraction to drivers, cyclists or pedestrians which could contribute to unsafe traffic conditions.

17.1.5 The positioning of bill-boards shall -

17.1.5.1 be spaced at least 120 m, 200 m or 250 m apart when in view of each other on the side of the road/s to which they are directed or aimed with up to 60 km/h, 80 km/h or 100 km/h + speed limit respectively;

- 17.1.5.2 not be erected within 50 m from the on and off ramps of public roads and from overhead traffic directional signs;
- 17.1.5.3 not be permitted within a radius of 100 m from the centre of an intersection on any arterial road and within a radius of 50 m from the centre of an intersection on any lower order road;
- 17.1.5.4 not have an overall height in excess of 12 m above the surface of the road level to which it is aimed;
- 17.1.5.5 not have an overall dimension which exceeds 64 m² in the case of ground signs and 54 m² in the case of wall signs;
- 17.1.5.6 not have as main colours, red or amber or green when located at signalised traffic intersections and shall not obscure or interfere with any road traffic light or sign;
- 17.1.5.7 not constitute a road safety hazard or cause undue disturbance or permitted to be illuminated if such illumination, in the opinion of Council, constitutes a road safety hazard or causes undue disturbance;
- 17.1.5.8 ensure that the traffic flow is not impeded during their erection and servicing on public roads unless prior permission from the Council has been obtained and the necessary precautions taken and arranged;
- 17.1.5.9 in the case of wall signs, be attached only to the side and back walls of buildings which do not fulfil the function of a street or front facade of the building.

17.2 GROUND SIGNS

Subject to the written permission of the Council in terms of these By-laws -

- 17.2.1 only one on-site, locality bound, freestanding ground sign per premises shall be permitted either where such a sign is necessary to facilitate the location of the entrance or access to a business premises, or where it is not reasonably possible to affix appropriate sign to the building, or where the business premises is so set back as to make proper visibility of signs on the building not feasible, or where the existence of a freestanding composite sign may prevent the proliferation of signage;
- 17.2.2 -n-site, locality and non-locality bound freestanding round signs in the form of business signs and tower structures may not exceed 7,5 m in overall height and 6 m² in total area. In addition they may not exceed 4,5 m² in total area in respect of any individual advertisement thereon and have a clear height of less than 2,4 m. Where a more solid structure is used, the maximum area per sign may be increased to 9 m² and where the sign incorporates a combination sign, the maximum area per signage structure may be increased to 12 m². Only one sign or advertising panel on a combination sign shall be allowed per enterprise per street frontage;
- 17.2.3 a remote, non-locality bound ground sign which does not have an overall height in excess of 7,5 m above the ground at any point nor dimensions which exceed 6 m in length and 3 m in height, a total area of 18 m², shall be deemed to be of appropriate dimensions; provided that a ground sign which has greater dimensions, shall not be erected unless, in the opinion of the Council, such sign will be or is deemed to be erected or displayed in an approved place;
- 17.2.4 all signs erected on a monopole shall be appropriately designed so that, in the opinion of the Council, the height of the support is proportionally not too long in relation to the size of the sign;
- 17.2.5 a maximum of 2 pylon signs per tower, bridge or pylon shall be permitted. The maximum sign area per tower may not exceed 36 m². The sign must be wholly contained within the structure and have no projections;

17.2.6 every ground sign or sign on towers, bridges and pylons shall be independently supported and properly secured to an adequate foundation and be without the aid of guys, stays, struts, brackets or other restraining devices and/or be entirely self supporting and not dependant upon any existing structure for its support in any way.

17.3 WALL SIGNS

Subject to the written permission of the Council in terms of these By-laws -

17.3.1 Flat signs

- 17.3.1.1 Unless otherwise stipulated, flat signs shall at no point project more than 300 mm from the surface of the wall to which they are attached. The maximum projection of any part of a flat sign shall be 100 mm where the underside of such sign measures less than 2,4 m from a footway or pathway immediately below it and the maximum projection shall be 300 mm where the underside of such sign measures more than 2,4 m above such footway or ground level.
- 17.3.1.2 On-site, locality bound flat signs shall be permitted to be attached to the front, side and back walls of buildings, remote, non-locality bound flat signs shall only be permitted to be attached to the side and back walls of buildings which do not fulfil the function of a building facade and to construction site boundary walls and fences.
- 17.3.1.3 No more than two locality bound flat signs per enterprise shall be permitted and no more than one non-locality bound flat sign per wall shall be permitted.
- 17.3.1.4 Flat signs shall not cover any windows or other external openings of a building or obstruct the view from such openings.
- 17.3.1.5 Flat signs shall not exceed 54 m² in total area and shall not exceed 30% of the overall area of the wall surface to which they are attached, affixed or painted, whichever is the lesser, provided that in urban landscapes of maximum control the signs may not exceed 20% of the wall surface area.
- 17.3.1.6 An environmental impact assessment shall be required for all flat signs in excess of 36 m².

17.3.2 Projecting signs

- 17.3.2.1 The minimum clear height of a projecting sign shall be in excess of 2,4m.
- 17.3.2.2 Projecting signs shall be 300 mm in maximum thickness.
- 17.3.2.3 Projecting signs shall not be allowed to extend within 600 mm of the edge of a roadway.
- 17.3.2.4 The maximum projection shall be 1,5 m in the case of a projecting sign which has a clear height of more than 7,5 m and 1 m where the sign has a clear height of less than 7,5 m.
- 17.3.2.5 Projecting signs shall be installed perpendicular to the street facade or to the direction of oncoming traffic.
- 17.3.2.6 All projecting signs shall be locality bound.

17.4 ROOF SIGNS

Subject to the written permission of the Council in terms of these By-laws -

- 17.4.1 the maximum permitted size of a roof sign shall be 18 m² or 6 m² per face for three-sided units; provided that only one sign per building shall be allowed;

- 17.4.2 roof signs shall not project in front of a main wall of a building so as to extend beyond the roof of such building in any direction;
- 17.4.3 roof signs shall not obstruct the view or affect the amenity of any other building;
- 17.4.4 roof signs shall be placed in such a manner so as not to interfere with the run-off of rainwater from the roof of the building;
- 17.4.5 roof signs shall be thoroughly secured and anchored to the building on or over which they are to be erected and all structural loads shall be safely distributed to the structural members of the building without the use of guys, stays or other restraining devices;
- 17.4.6 a roof sign, including all its supports and framework, shall be constructed entirely of non-combustible materials approved by the Council or its duly authorised official/s and if illuminated, shall not be placed on or over the roof of any buildings unless such sign, as well as the entire roof construction, is of non-combustible material.

17.5 VERANDA, BALCONY, CANOPY & UNDER-AWNING SIGNS

Subject to the written permission of the Council in terms of these By-laws -

- 17.5.1 signs may be affixed flat onto or painted on a parapet wall, balustrade or railing of a veranda or balcony, and beam or fascia of a veranda or balcony. Such signs may not exceed 1 m in height, project beyond any of the extremities of the surface to which it is affixed, or project more than 300 mm in front of the surface to which it is affixed or extend within 600 mm of the edge of a roadway;
- 17.5.2 signs may be affixed flat onto or painted on supporting columns, pillars and posts. Such signs may not project more than 50 mm in front of the surface to which it is affixed and shall not extend beyond any of the extremities of such column, pillar or post. Sign affixed flat onto cylindrical supporting structures shall be curved to fit the form of such structure and only one sign shall be allowed per column, pillar or post.
- 17.5.3 Subject to the provisions of sub-sections 17.5.1 and 17.5.2, signs shall not be allowed on or over architectural features of buildings nor shall they be allowed to cover any window or obstruct the view from any such opening.
- 17.5.4 Under-awning signs suspended below the roof of a veranda, canopy or balcony shall have a maximum sign area of 1 m² per face with a maximum of 2 m² in total sign area and shall not exceed 1,8 m in length or 600 mm in height. The allowable thickness of such signs is between 100 mm and 300 mm. Every such sign shall be perpendicular to the building line and fixed at a clear height of not less than 2,4 m. Only one sign per enterprise facade shall be allowed with a minimum spacing of 3 m centre to centre between signs. Such signs shall not extend beyond the external edges of the canopy or veranda to which it is attached.
- 17.5.5 Signs on the roof of a veranda, canopy or balcony, excluding the main roof of a building, shall be composed of a single line of freestanding, individual, cut out logos and/or letters without visible bracing support. Signs shall only be placed on top of veranda roofs where such veranda does not have an appropriate wall, railing or beam to which the sign may be affixed. All such signs shall not extend beyond the extremities of the veranda roof, canopy or balcony and only one sign per enterprise facade shall be allowed with a maximum height of 1 m.
- 17.5.6 Sun-blinds and awnings shall be so made and fixed as to be incapable of being lowered to less than 2 m above the footway or pavement directly beneath it. Such signs shall be parallel to the building line and placed in a manner so as not to interfere with vehicular or pedestrian traffic, traffic lights or signs in any way.
- 17.5.7 Signs on adjacent buildings shall be aligned as far as possible in order to achieve a straight line or parallel configuration.

17.6 POSTERS, BANNERS & FLAGS

- 17.6.1 Every person intending to display or cause or permit to be displayed any advertisement relating to an election or advertising any meeting, function or event of a sporting, civic, cultural, social, educational, religious, charitable, political or other similar character in any street or public place or on Council property, shall have first obtained the written permission of the Council.
- 17.6.2 Any poster relating to such meeting, function or event shall not contain advertising matter that is considered by the Council or its duly delegated officials not to be subservient to the main message or primarily of a commercial nature.
- 17.6.3 Every application for permission shall be made on the prescribed form and be accompanied by the prescribed fee and deposit as contained in Council's tariff of charges; such deposit shall be refunded when all the advertisements have been removed to the satisfaction of the Council. The applicant shall also be required to submit a copy of all the posters to which the application relates and written details of the streets in which the posters are to be displayed.
- 17.6.4 Any person who displays or causes a poster, banner or flag advertisement to be displayed shall comply with the following requirements to the Council's satisfaction:
- 17.6.4.1 In the case of banners or flags, the maximum size shall be 3 m², suspended between non-corrosive pole/s or other approved support/s, and which shall be placed and fastened in such a manner so as not to constitute a danger to any vehicular traffic, pedestrian, person(s) or property in any street, public place or Council property.
- 17.6.4.2 Any advertisement relating to a meeting, function or event other than an election, shall not be displayed for longer than 14 days before the day on which it begins or longer than three days after the day on which it ends.
- 17.6.4.3 The total number of posters displayed at any one time relating to any meeting, function or event may not exceed 100, except in special circumstances and with the special consent of Council or its duly delegated officials.
- 17.6.4.4 Banners approved in terms of this section may not be larger than 6 m².
- 17.6.4.5 Auction posters approved in terms of this section may not be larger than 2 m².
- 17.6.4.6 Banners and flags may be applied for as directional advertising or streetscape urban areas such as pedestrian malls and gateways or for displaying only the name, corporate symbol and nature of enterprises.
- 17.6.5 Every poster for which permission is granted shall be provided with a Council sticker or marking which shall be visibly displayed to indicate its approval and the Council shall be entitled to retain one such poster for identification purposes.
- 17.6.6 With the exception of election material, may no advertisement relating to a meeting, occasion or gathering, be displayed for longer than fourteen (14) days before the day on which it begins or longer than three (3) days after the day on which it ends.
- 17.6.7 With the exception of election material, a sticker for control purposes shall be issued by the Council for each advertisement. Applicants themselves shall affix the sticker to each of the approved advertisements.

17.7 ELECTION MATERIAL

- 17.7.1 Advertisements and election material shall comply with the following requirements, provided that nothing contained in this section, shall be applicable to an aerial sign or a banner:
- 17.7.1.1 Any advertisement relating to an election, meeting, function or event shall be a maximum size of 600 mm high x 450 mm wide, shall have a clear height of minimum 2 m and shall be securely fixed to durable hardboard or other approved backing board.

- 17.7.1.2 Any person(s) or, in the case of election advertising, each political party displaying or causing to display any poster advertisement relating to the same meeting, function or event shall only be permitted one poster per electricity lamp-post. No posters are permitted to be displayed on bridges, traffic lights, traffic signs, natural features, freeways and/or national routes.
- 17.7.1.3 Any advertisement relating to an election, meeting, function or event shall not be placed in such a manner that the content of separate advertisements when read in succession, forms a continuous relative legend.
- 17.7.1.4 The advertisement or election material shall be affixed to a suitable and solid material, in such a way that it will not become totally or partially detached owing to wind or rain, and neither the material nor the advertisement or election material itself may in extent exceed 600 mm by 900 mm.
- 17.7.1.5 Subject to the provisions of Section 1.2 to 1.4 and with the exception of directional signs, the board or material prescribed in terms of subsection 1.1, shall be placed only on or against, or affixed to or against an electrical pole in a street with wire or string to poles.
- 17.7.1.6 No board or material, as mentioned, shall be placed in such a position or attached in such a manner that it may be dangerous for vehicular traffic or pedestrians in a street or in another public place.
- 17.7.1.7 No advertisement or election material with the exception of directional signs shall be erected lower than 2 m from ground level on street corners.
- 17.7.1.8 Not more than the number of posters as indicated hereunder shall be displayed at any one particular time regarding a parliamentary or municipal election, referendum or plebiscite:
- | | |
|------------------------|---|
| Parliamentary election | 1 500 per party |
| Municipal election | 300 per candidate per ward and
1 500 per party |
| Referendum | 1 500 per party |
| Plebiscite: Municipal | 1 500 per party |
| Parliamentary | 1 500 per party |
- 17.7.1.9 The top end of all advertisements or election material which are fixed to an electrical pole in a street, shall not be closer than 1,5 m of the conductors.
- 17.7.2 No election material shall be displayed for longer than a period stretching from the nomination day, or from the proclamation day in the event of a referendum, or the announcement day in the event of a plebiscite, to the end of the fourth day after midnight of the election day or the polling day; provided that nothing contained in this section shall have any bearing on election material specific regarding such election which is -
- 17.7.2.1 displayed in or on a private motor vehicle which is parked or driven in a street, or in another public place;
- 17.7.2.2 affixed to a hoarding which is licensed by Council for the display of advertisements;
- 17.7.2.3 erected on the premises of the polling station and as indicated by the Returning Officer on the day before an election, by-election, referendum or plebiscite and which is to be removed not later than the day following the election.
- 17.7.3 Notwithstanding any regulation in these by-laws, Council may, on request of an organisation, association or registered political party, approve the erection of a maximum of fifty (50) posters, which include election material, for a maximum period of fourteen (14) days in the case of a referendum, plebiscite, general or municipal election, from the date of approval of the application up and to nomination day, subject to the payment of the prescribed tariff.

17.8 ESTATE AGENTS BOARDS AND PORTABLE BOARDS

- 17.8.1 Every agent or person intending to display, cause or permit to be displayed any portable board, shall submit to the Council a written application on an annual basis on the prescribed form and pay the prescribed fee for permission for the number of portable boards specified in such application.
- 17.8.2 Any person who displays or causes any such portable board to be displayed on any Council property other than a road reserve, unless specific approval has been granted for the display on other property of Council, shall comply with the following requirements to the Council's satisfaction:
- 17.8.2.1 Portable boards are only to be used for purpose of indicating the route to the property or premises to be sold or advertised.
- 17.8.2.2 Portable boards are to be of appropriate structure and size, not exceeding 600 mm, and collectively the number of boards displayed should not, in the opinion of the Council, detract from the amenities of the streetscape or environment.
- 17.8.2.3 Portable boards are not to be positioned nearer than 1,8 m from the edge of the roadway, and placed at such height that the lower edge of the board does not exceed 600 mm above the ground, subject to the provisions of the Road Traffic Act and Traffic By-laws.
- 17.8.2.4 Portable boards are not to be positioned nearer than 10 m from any road intersection, entrance or exit from a dual carriage way or a freeway as defined in the Road Traffic Ordinance and Road Traffic Act.
- 17.8.2.5 Portable boards are not to be positioned so as to obstruct the view of any road traffic sign or street name sign from any portion of a roadway as defined in the Road Traffic Ordinance and Road Traffic Act.
- 17.8.2.6 Portable boards are not to be positioned so as to hinder or obstruct pedestrians' right of way on a sidewalk or to unfairly prejudice other traders.
- 17.8.2.7 The display of portable boards for show houses will only be permitted on Saturdays, Sundays and public holidays. Other approved portable boards advertising services may only be displayed during normal trading hours where after they shall be removed.
- 17.8.2.8 Only one portable board per street frontage per enterprise shall be allowed to advertise services and such signs shall be placed directly in front of the advertisers' premises.
- 17.8.2.9 Applicants will be required to indemnify the Council against any claims that may arise from the placement of such signs within the road reserve or on Council property and shall be required to take out third party insurance for this purpose.

17.9 AERIAL ADVERTISEMENTS

- 17.9.1 Every person who wishes to display or cause to display an aerial advertisement, except by means of an aircraft, shall submit to the Council a written application to do so on the prescribed form and pay the prescribed fee for permission and every such application shall be accompanied by -
- 17.9.1.1 particulars of the content and dimensions of the aerial advertisement and of the aerial device by means of which the advertisement is to be displayed, as well as the materials used and method of construction and anchorage;
- 17.9.1.2 particulars of the intended location with a description of the premises to which the aerial device will be anchored or tethered and details of electricity and telephone poles and cables and other structures within 30 m of the point of anchorage;

- 17.9.1.3 the name and address of the person(s) or contractor/s displaying the aerial advertisement and the name and address of the approved competent person in attendance of the aerial device and of its owner;
- 17.9.1.4 the period and times of temporary display;
- 17.9.1.5 the written consent of the owner to such anchoring where the applicant is not the owner of the premises to which the aerial device is to be anchored or tethered;
- 17.9.1.6 proof of the provision of an automatic deflation device;
- 17.9.1.7 adequate public liability insurance to the Council's satisfaction;
- 17.9.1.8 approval and any conditions and requirements prescribed by Civil Aviation;
- 17.9.2 any aerial advertisement shall not be displayed or caused to be displayed on, from or over Council property, including any street or public place, unless permission has been granted by the Council who may impose such conditions as it deems fit.

17.10 ADVERTISING VEHICLES

- 17.10.1 Every person who wishes to display or cause to display any advertisement on an advertising vehicle, shall submit to the Council a written application on an annual basis on the prescribed form and pay the prescribed fee for permission and every such application shall be accompanied by -
 - 17.10.1.1 particulars of the materials of which the advertising sign is made, its dimensions, and the manner of its construction and the method by which it is secured to the advertising vehicle;
 - 17.10.1.2 the name, address and telephone number of the owner of the vehicle or, if the owner resides or has his place of business outside the Potchefstroom boundary, of the person having control of the vehicle at all times;
 - 17.10.1.3 a copy of the current vehicle licence issued in respect of such vehicle and registration as required in terms of the Road Traffic Act;
- 17.10.2 any advertising vehicle shall not be placed or caused to be placed on private property or Council property, including any demarcated parking bay, in a public road or within a road reserve;
 - 17.10.2.1 unless the prior written approval of the Council has been obtained in terms of this By-law and designated display site/s have been approved in terms of these By-laws; and
 - 17.10.2.2 provided that if no approved designated site/s exist, advertising vehicle signs shall only be permitted to be displayed if they are mobile at all times and comply with all requirements of traffic legislation.
- 17.10.3 Advertising vehicles parked on private property for the purpose of storage shall be positioned in such a manner as not to be visible from a street or public place.
- 17.10.4 The advertising panel or portion of the vehicle used for transit advertising shall not exceed a cumulative total of 6 m².
- 17.10.5 Notwithstanding any provisions of these By-laws, the Council or its authorised officials may, without prior notice, carry out the removal of an advertising vehicle from Council property, and in the case of an unauthorised advertising vehicle on private property the Council or its authorised official may serve notice calling for removal in terms of these By-laws.

- 17.10.6 An advertising vehicle so impounded by the Council must be recovered within a period of three months from the date of notification or such sign shall be disposed of by the Council to defray any costs involved. Such advertising vehicle shall only be released by Council after all removal costs and fines have been settled in full and a copy of the current licence registration papers have been submitted for verification.

17.11 DIRECTIONAL SIGNS

- 17.11.1 Regarding directional signs the following further conditions and/or requirements shall be complied with:
- (a) A maximum of twenty (20) directional signs in respect of any specific meeting, gathering, event exhibition, show house or any property which is for sale or to let may be exhibited at any one time.
 - (b) No directional sign may be exhibited for more than seven (7) days before and two (2) days after the concerned event.
 - (c) No directional sign shall be erected in such a way that the free movement of pedestrians on the pavement may be obstructed.
- 17.11.2 The erection of directional signs is, notwithstanding the provisions of Section 6 exempted from the requirement to obtain the prior written approval of Council and is exempted from any tariff.

17.12 SUBURB NAME SIGN ADVERTISEMENT

- 17.12.1 A suburb name sign advertisement shall be permitted in areas where the applicable speed limit on the road in question does not exceed 80 km per hour, but not on or next to a freeway.
- 17.12.2 A suburb name sign advertisement may be permitted in all areas of control.
- 17.12.3 A suburb name sign advertisement requires the specific consent of the Municipality and the relevant roads authority.
- 17.12.4 A suburb name sign advertisement shall be rectangular, not more than 0,45 m in height and the same width as the suburb name sign and shall be less conspicuous than the suburb name sign.
- 17.12.5 The clear height of a suburb name sign advertisement shall be not less than 2,4 m.
- 17.12.6 A suburb name sign advertisement shall not bear colours or any other element that will cause confusion with road traffic signs.
- 17.12.7 A suburb name sign advertisement may be illuminated but not animated or reflective.

17.13 SIGNS FOR A SPONSORED ROAD TRAFFIC PROJECT

- 17.13.1 A sign for a sponsored road traffic project may contain the name and the details of the project and the name(s), logo(s) and message(s) of the sponsor which shall not exceed 20% of the area of the sign.
- 17.13.2 A sign for a sponsored road traffic project requires the specific consent of the Municipality.
- 17.13.3 A sign for a sponsored road traffic project shall not exceed 4,5 m² in sign area and the total height of the sign shall not be more than 3 m above ground level.

- 17.13.4 No sign for a sponsored road traffic project shall be combined with or be attached to a road traffic sign.
- 17.13.5 No road traffic sign, or symbol used in any road traffic sign, shall be used in a sign for a sponsored road traffic project.
- 17.13.6 A sign for a sponsored road traffic project may be displayed in a road reserve.
- 17.13.7 A sign for a sponsored road traffic project shall not be animated.

17.14 STREET NAME SIGNS

- 17.14.1 A street name sign may be permitted in all areas of control on a road other than a freeway.
- 17.14.2 A street name sign requires the specific consent of the Municipality.
- 17.14.3 The street name section must be below the advertising section and at a height of at least 2,1 m above ground level.
- 17.14.4 The advertising section of the sign shall not exceed 1,64 m² squared off (blocked) in area.
- 17.14.5 Where the sign is illuminated, the illuminated portion must be above the level of standard pole-mounted traffic lights and shall not extend over the road surface.
- 17.14.6 A street name sign shall only be erected at a street intersection and may be erected on a road reserve, road median or road island.
- 17.14.7 Illumination of a street name sign must be static and the luminance level of the advertising section may equal, but shall not exceed the luminance level of the street name sign.
- 17.14.8 The sign shall not be animated.
- 17.14.9 The colour of the street name sign and background is to be determined by the Municipality.
- 17.14.10 Any street name on the advertising space of a street name sign must be smaller and less conspicuous than the actual street name on the street name panel, and must not lead to confusion with the street name on the street name panel.
- 17.14.11 Only two street name signs positioned diagonally opposite one another will be permitted per intersection.
- 17.14.12 The street name sign shall not contain more than 15 "bits" of information and the primary colours or shapes shall not be that of traffic signs.

17.15 STREET FURNITURE SIGNS

- 17.15.1 Street furniture signs shall be placed so as not to obstruct pedestrian movement.
- 17.15.2 Street furniture signs shall require the specific consent of the Municipality.
- 17.15.3 Street furniture signs may be illuminated but not animated.
- 17.15.4 Street furniture signs may not be displayed on a road median of less than 4 m wide.
- 17.15.5 A single face of a street furniture sign shall not exceed 2,2 m² in sign area.

17.15.6 Street furniture signs may be used for commercial advertising.

18. **AREAS OF CONTROL**

The areas of control are the maximum and limited control areas as indicated in the current Policy T.15 attached as Schedule A. Council may, from time to time, revise the areas of control.

19. **REPEAL OF BY-LAWS**

- 19.1 In terms of Section 160(4) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996), the By-laws in respect of the control of temporary advertisements for the City Council of Potchefstroom, published on 15 February 2000 under the Local Authority Notice 35 of the Provincial Gazette 5441, are hereby repealed and replaced by these By-laws which are to become effective on promulgation thereof.
- 19.2 Anything done under or in terms of any provision repealed by these By-laws shall be deemed to have been done under the corresponding provisions of these By-laws and such repeal shall not affect the validity of anything done under the By-laws so repealed.
- 19.3 Any application submitted to Council, anything done which was not done in terms of a provision of the repealed By-laws and/or any application or anything pending before the Council prior to promulgation of these By-laws, shall be dealt with in terms of these By-laws.

Notice 159/2007
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R J MOSIANE
MUNICIPAL MANAGER
