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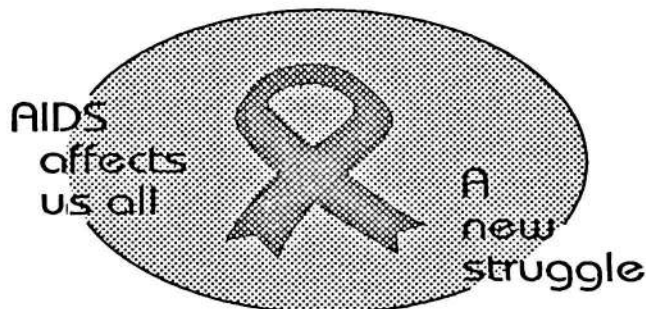
**PIETERSBURG,**

**Vol. 11**

1 OCTOBER 2004  
1 OKTOBER 2004  
1 NHLANGULA 2004  
1 OKTOBERE 2004  
1 TSHIMEDZI 2004

**No. 1048**

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DEPARTMENT OF HEALTH



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**GENERAL NOTICES • ALGEMENE KENNISGEWINGS**

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**GENERAL NOTICE 188 OF 2004****TZANEEN AMENDMENT SCHEME 80**

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

We, Kobus Winterbach and/or Albertha Louw, being the authorised agents of the prospective owner of Erf 3042, Tzaneen Extension 59, hereby give notice in terms of section 56(1)(b)(i) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that we have applied to the Greater Tzaneen Municipality for the amendment of the town-planning scheme known as Tzaneen Town Planning Scheme, 2000 by the rezoning of the property described above, situated in Tzangeni from "Residential 1" with a density of "One Dwelling Unit per 1 500 m<sup>2</sup>" to "Residential 2" in order to enable the erection of a maximum of six (6) dwelling units on the property.

Particulars of the application will lie for inspection during normal office hours at the office of the Acting Municipal Manager, Municipal Offices, Tzaneen for a period of 28 days from 24 September 2004.

Objections to or representations in respect of the application must be lodged with or made in writing to the Acting Municipal Manager at the above address or at PO Box 24, Tzaneen, 0850 within a period of 28 days from 24 September 2004.

*Agent:* Winterbach Potgieter & Partners, PO Box 2071, Tzaneen, 0850. Tel. (015) 307-1041. Ref. K0690/A.

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**ALGEMENE KENNISGEWING 188 VAN 2004****TZANEEN WYSIGINGSKEMA 80**

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

Ons, Kobus Winterbach en/of Albertha Louw, synde die gemagtigde agente van die voornemende eienaar van Erf 3042, Tzaneen Uitbreiding 59, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) kennis dat ons by die Groter Tzaneen Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Tzaneen Dorpsbeplanningskema, 2000 deur die hersonering van die eiendom hierbo beskryf, geleë te Tzangeni van "Residensieel 1" met 'n digtheid van "Een Wooneenheid per 1 500 m<sup>2</sup>" na "Residensieel 2" ten einde 'n maksimum van ses (6) wooneenhede op die eiendom op te rig.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Munisipale Kantore, Tzaneen, vir 'n tydperk van 28 dae vanaf 24 September 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 24 September 2004, skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 24, Tzaneen, 0850 ingedien of gerig word.

*Agent:* Winterbach Potgieter & Vennote, Posbus 2071, Tzaneen, 0850. Tel. (015) 307-1041. Verw. K0690/A.

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**GENERAL NOTICE 189 OF 2004****TZANEEN AMENDMENT SCHEME 87**

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

We, Kobus Winterbach and/or Albertha Louw, being the authorised agents of the registered owner of Erf 2806, Tzaneen Extension 52, hereby give notice in terms of section 56(1)(b)(i) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that we have applied to the Greater Tzaneen Municipality for the amendment of the town-planning scheme known as Tzaneen Town Planning Scheme, 2000 by the rezoning of the property described above, situated in Ben Voster Street, Tzaneen, from "Residential 1" with a density of "One dwelling unit per 500 m<sup>2</sup>" to "Residential 1" with a density of "One dwelling per 400 m<sup>2</sup>".

Particulars of the application will lie for inspection during normal office hours at the office of the Acting Municipal Manager, Municipal Offices, Tzaneen for a period of 28 days from 24 September 2004 (the date of the first publication of the notice).

Objections to or representations in respect of the application must be lodged with or made in writing to the Acting Municipal Manager at the above address or at PO Box 24, Tzaneen, 0850 within a period of 28 days from 24 September 2004.

*Address of authorised agent:* Winterbach Potgieter & Partners, PO Box 2071, Tzaneen, 0850. Tel. (015) 307-1041. Ref. K0701/C.

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**ALGEMENE KENNISGEWING 189 VAN 2004****TZANEEN WYSIGINGSKEMA 87**

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

Ons, Kobus Winterbach en/of Albertha Louw, synde die gemagtigde agente van die geregistreerde eienaar van Erf 2806, Tzaneen Uitbreiding 52, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ons by die Groter Tzaneen Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Tzaneen Dorpsbeplanningskema, 2000 deur die hersonering van die eiendom hierbo beskryf geleë te Ben Vosterstraat, Tzaneen van "Residensieel 1" met 'n digtheid van "Een woonhuis per 500 m<sup>2</sup>" na "Residensieel 1" met 'n digtheid van "Een woonhuis per 400 m<sup>2</sup>".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Waarnemende Munisipale Bestuurder, Munisipale Kantore, Tzaneen, vir 'n tydperk van 28 dae vanaf 24 September 2004 (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 24 September 2004, skriftelik by of tot die Waarnemende Munisipale Bestuurder by bovermelde adres of by Posbus 24, Tzaneen, 0850 ingedien of gerig word.

*Adres van gemagtigde agent:* Winterbach Potgieter & Vennote, Posbus 2071, Tzaneen, 0850. Tel. (015) 307-1041. Verw. K0710/C.

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**GENERAL NOTICE 190 OF 2004****POTGIETERSRUS AMENDMENT SCHEME 81**

**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 No. 15 OF 1986)**

I, Deon Bester, of the firm Metroplan, being the authorized agent of the owner of the Remainder of Erf 91, Potgietersrust, hereby give notice in terms of Section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986 (Ordinance No. 15 of 1986), that I have applied to the Mogalakwena Municipality for the amendment of the Town-planning Scheme in operation known as the Potgietersrus Town-planning Scheme, 1997, by the rezoning of the erf described above, situated at 101 Bezuidenhout Street from "Residential 3" to "Residential 1".

Particulars of the application will lie for inspection during normal office hours at the office of: The Municipal Manager, Civic Centre, 54 Retief Street, Potgietersrust for the period of 28 days from 24 September 2004.

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 34, Potgietersrust, 0600, within a period of 28 days from 24 September 2004.

*Address of applicant:* Metroplan Town and Regional Planners, PO Box 916, Groenkloof, 0027. [Tel. (012) 804-2522.] [Fax: (012) 804-2877.] e-mail: deon@metroplan.net

**ALGEMENE KENNISGEWING 190 VAN 2004****POTGIETERSRUS WYSIGINGSKEMA 81**

**KENNISGEWING VAN AANSOEK OM DIE WYSIGING VAN DIE DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE No. 15 VAN 1986)**

Ek, Deon Bester, van die firma Metroplan, synde die gemagtigde agent van die eienaar van die Restant van Erf 91, Potgietersrust, 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 Mogalakwena Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema in werking bekend as die Potgietersrus Dorpsbeplanningskema, 1997, deur die hersonering van die erf hierbo beskryf geleë te Bezuidenhoutstraat 101 van "Residensieel 3" na "Residensieel 1".

Besonderhede van die aansoek lê ter insae gedurende kantoorure by die kantoor van: Munisipale Bestuurder, Burgersentrum, Retiefstraat 54, Potgietersrust, vir 'n tydperk van 28 dae vanaf 24 September 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 24 September 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 34, Potgietersrust, 0600, ingedien of gerig word.

*Adres van gemagtigde agent:* Metroplan Stads- en Streekbeplanners, Posbus 916, Groenkloof, 0027. [Tel. (012) 804-2522.] [Faks: (012) 804-2877.] e-pos: deon@metroplan.net

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**GENERAL NOTICE 191 OF 2004****GREATER POTGIETERSRUS AMENDMENT SCHEME 83**

Planning concept being the authorised agent of the owner of Portions 1 of Erf 278, Potgietersrus hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance (Ordinance 15 of 1986) that I have applied to the Mogalakwena Municipality for the amendment of the Greater Potgietersrus Town-planning Scheme, 1979, for the rezoning of the above-mentioned property situated at 18 Ruiter Street from "Residential 1" to "Residential 2" to increase the density to 35 units per ha in terms of Clause 14 of the Scheme.

Particulars of the application will lie for inspection during normal office hours at the office of the Head of Planning: First Floor, Civic Centre, Mogalakwena Municipality, 54 Retief Street, Mokopane, for a period of 28 days from 1 October 2004.

Objections and or representations in respect to the application must be lodged with or made in writing to the underneath address or to the office of the Head of Planning, Box 34, Mokopane, 0600, within a period of 28 days from 1 October 2004.

*Address of agent:* Planning Concept, Box 15001, Flora Park, Polokwane, 0699.

**ALGEMENE KENNISGEWING 191 VAN 2004****GROTER POTGIETERSRUS WYSIGINGSKEMA 83**

Planning Concept synde die gemagtigde agent van die eienaar van Gedeelte 1 van Erf 278, Potgietersrus gee hiermee ingevolge Artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe (Ordonnansie 15 van 1986) kennis dat ek by die Mogalakwena Munisipaliteit aansoek gedoen het vir die wysiging van die Groter Potgietersrus Dorps Beplanningskema, 1997, deur hersonering van bogenoemde eiendom geleë te Ruiterweg 18 vanaf "Residensieel 1" na "Residensieel 2" asook om die digtheid te verhoog na 35 eenhede per ha in terme van Klousule 14 van die skema.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Hoof van Beplanning Eerste Vloer, Burgersentrum, 54 Retiefstraat, Mokopane, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 28 dae van 1 Oktober 2004 skriftelik by of tot die Hoof van Beplanning by Posbus 34, Mokopane, 0600, of by onderstaande adres ingedien of gerig word.

*Adres van agent:* Planning Concept, Posbus 15001, Flora Park, Polokwane, 0699.

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**GENERAL NOTICE 192 OF 2004**

NOTICE OF APPLICATION FOR AMENDMENT OF THE PIETERSBURG/SESHEGO TOWNPLANNING SCHEME, 1999 IN TERMS OF SECTION 56 (1) OF THE TOWNPLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

**PIETERSBURG/SESHEGO AMENDMENT SCHEME**

I, Ferdinand Kilaan Schoeman TRP (SA) of the firm Smit & Fisher Planning (Pty) Ltd, being the authorised agent of the owner of the proposed Remainder and Portion 1 of 353, Peninapark Extension 1 Township hereby gives notice in terms of Section 56 (1) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that I have applied to the Polokwane Local Municipality for the amendment of the existing rezoning application of the properties described above as follows. The Remainder of Erf 353, Peninapark Extension 1 Township, from "Public Garage" with a gross leasable floor area of the kiosk of 100 m<sup>2</sup> to "Public Garage" with a gross leasable floor area of the kiosk of 150 m<sup>2</sup> and Portion 1 of Erf 353, Penninapark Extension 1 Township from "Public Garage" to "Special" for the sale, display and repair of motor vehicle related activities subject to the conditions as pertained in the proposed Annexure 45 document.

Particulars of the application will lie for inspection during normal office hours at the office of the Town-planner: The Polokwane Municipality, First Floor West Wing, Departement of the City Engineer, Civic Centre, Landdros Maré Street, Polokwane for a period of 28 days from 1 October 2004.

Objections to or representations in respect of the application must be lodged with or made in writing to the Acting Manager: Planning (Spatial Planning and Land Use Management), Polokwane Municipality, PO Box 111, Polokwane, 0700, within a period of 28 days from 1 October 2004.

Date of publication: 1 October 2004 and 8 October 2004.

Closing date for objections: 29 October 2004.

*Address of agent:* Smit & Fisher Planning (Pty) Ltd, PO Box 908, Groenkloof, 0027, 371 Melk Street, New Muckleneuk, 0181, email: sfplan@sfarch.com Tel: (012) 346-2340, Fax: (012) 346-0638, Cell: (082) 789-8649, Our Ref: F829.

**ALGEMENE KENNISGEWING 189 VAN 2004****TZANEEN WYSIGINGSKEMA 87**

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

Ons, Kobus Winterbach en/of Albertha Louw, synde die gemagtigde agente van die geregistreerde eienaar van Erf 2806, Tzaneen Uitbreiding 52, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ons by die Groter Tzaneen Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema bekend as Tzaneen Dorpsbeplanningskema, 2000 deur die hersonering van die eiendom hierbo beskryf geleë te Ben Vosterstraat, Tzaneen van "Residensieel 1" met 'n digtheid van "Een woonhuis per 500 m<sup>2</sup>" na "Residensieel 1" met 'n digtheid van "Een woonhuis per 400 m<sup>2</sup>".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Waarnemende Munisipale Bestuurder, Munisipale Kantore, Tzaneen, vir 'n tydperk van 28 dae vanaf 24 September 2004 (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 24 September 2004, skriftelik by of tot die Waarnemende Munisipale Bestuurder by bovermelde adres of by Posbus 24, Tzaneen, 0850 ingedien of gerig word.

*Adres van gemagtigde agent:* Winterbach Potgieter & Vennote, Posbus 2071, Tzaneen, 0850. Tel. (015) 307-1041. Verw. K0710/C.

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**GENERAL NOTICE 190 OF 2004****POTGIETERSRUS AMENDMENT SCHEME 81**

**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 No. 15 OF 1986)**

I, Deon Bester, of the firm Metroplan, being the authorized agent of the owner of the Remainder of Erf 91, Potgietersrust, hereby give notice in terms of Section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986 (Ordinance No. 15 of 1986), that I have applied to the Mogalakwena Municipality for the amendment of the Town-planning Scheme in operation known as the Potgietersrus Town-planning Scheme, 1997, by the rezoning of the erf described above, situated at 101 Bezuidenhout Street from "Residential 3" to "Residential 1".

Particulars of the application will lie for inspection during normal office hours at the office of: The Municipal Manager, Civic Centre, 54 Retief Street, Potgietersrust for the period of 28 days from 24 September 2004.

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 34, Potgietersrust, 0600, within a period of 28 days from 24 September 2004.

*Address of applicant:* Metroplan Town and Regional Planners, PO Box 916, Groenkloof, 0027. [Tel. (012) 804-2522.] [Fax: (012) 804-2877.] e-mail: deon@metroplan.net

**ALGEMENE KENNISGEWING 190 VAN 2004****POTGIETERSRUS WYSIGINGSKEMA 81**

**KENNISGEWING VAN AANSOEK OM DIE WYSIGING VAN DIE DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE No. 15 VAN 1986)**

Ek, Deon Bester, van die firma Metroplan, synde die gemagtigde agent van die eienaar van die Restant van Erf 91, Potgietersrust, 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 Mogalakwena Munisipaliteit aansoek gedoen het om die wysiging van die dorpsbeplanningskema in werking bekend as die Potgietersrus Dorpsbeplanningskema, 1997, deur die hersonering van die erf hierbo beskryf geleë te Bezuidenhoutstraat 101 van "Residensieel 3" na "Residensieel 1".

Besonderhede van die aansoek lê ter insae gedurende kantoorure by die kantoor van: Munisipale Bestuurder, Burgersentrum, Retiefstraat 54, Potgietersrust, vir 'n tydperk van 28 dae vanaf 24 September 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 24 September 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 34, Potgietersrust, 0600, ingedien of gerig word.

*Adres van gemagtigde agent:* Metroplan Stads- en Streekbeplanners, Posbus 916, Groenkloof, 0027. [Tel. (012) 804-2522.] [Faks: (012) 804-2877.] e-pos: deon@metroplan.net

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**GENERAL NOTICE 191 OF 2004****GREATER POTGIETERSRUS AMENDMENT SCHEME 83**

Planning concept being the authorised agent of the owner of Portions 1 of Erf 278, Potgietersrus hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance (Ordinance 15 of 1986) that I have applied to the Mogalakwena Municipality for the amendment of the Greater Potgietersrus Town-planning Scheme, 1979, for the rezoning of the above-mentioned property situated at 18 Ruiter Street from "Residential 1" to "Residential 2" to increase the density to 35 units per ha in terms of Clause 14 of the Scheme.

Particulars of the application will lie for inspection during normal office hours at the office of the Head of Planning: First Floor, Civic Centre, Mogalakwena Municipality, 54 Retief Street, Mokopane, for a period of 28 days from 1 October 2004.

Objections and or representations in respect to the application must be lodged with or made in writing to the underneath address or to the office of the Head of Planning, Box 34, Mokopane, 0600, within a period of 28 days from 1 October 2004.

*Address of agent:* Planning Concept, Box 15001, Flora Park, Polokwane, 0699.

**ALGEMENE KENNISGEWING 191 VAN 2004****GROTER POTGIETERSRUS WYSIGINGSKEMA 83**

Planning Concept synde die gemagtigde agent van die eienaar van Gedeelte 1 van Erf 278, Potgietersrus gee hiermee ingevolge Artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe (Ordonnansie 15 van 1986) kennis dat ek by die Mogalakwena Munisipaliteit aansoek gedoen het vir die wysiging van die Groter Potgietersrus Dorps Beplanningskema, 1997, deur hersonering van bogenoemde eiendom geleë te Ruiterweg 18 vanaf "Residensieel 1" na "Residensieel 2" asook om die digtheid te verhoog na 35 eenhede per ha in terme van Klousule 14 van die skema.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Hoof van Beplanning Eerste Vloer, Burgersentrum, 54 Retiefstraat, Mokopane, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 28 dae van 1 Oktober 2004 skriftelik by of tot die Hoof van Beplanning by Posbus 34, Mokopane, 0600, of by onderstaande adres ingedien of gerig word.

*Adres van agent:* Planning Concept, Posbus 15001, Flora Park, Polokwane, 0699.

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**GENERAL NOTICE 192 OF 2004**

NOTICE OF APPLICATION FOR AMENDMENT OF THE PIETERSBURG/SESHEGO TOWNPLANNING SCHEME, 1999 IN TERMS OF SECTION 56 (1) OF THE TOWNPLANNING AND TOWNSHIPS ORDINANCE, 1986 (ORDINANCE 15 OF 1986)

**PIETERSBURG/SESHEGO AMENDMENT SCHEME**

I, Ferdinand Kilaan Schoeman TRP (SA) of the firm Smit & Fisher Planning (Pty) Ltd, being the authorised agent of the owner of the proposed Remainder and Portion 1 of 353, Peninapark Extension 1 Township hereby gives notice in terms of Section 56 (1) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that I have applied to the Polokwane Local Municipality for the amendment of the existing rezoning application of the properties described above as follows. The Remainder of Erf 353, Peninapark Extension 1 Township, from "Public Garage" with a gross leasable floor area of the kiosk of 100 m<sup>2</sup> to "Public Garage" with a gross leasable floor area of the kiosk of 150 m<sup>2</sup> and Portion 1 of Erf 353, Peninapark Extension 1 Township from "Public Garage" to "Special" for the sale, display and repair of motor vehicle related activities subject to the conditions as pertained in the proposed Annexure 45 document.

Particulars of the application will lie for inspection during normal office hours at the office of the Town-planner: The Polokwane Municipality, First Floor West Wing, Departement of the City Engineer, Civic Centre, Landdros Maré Street, Polokwane for a period of 28 days from 1 October 2004.

Objections to or representations in respect of the application must be lodged with or made in writing to the Acting Manager: Planning (Spatial Planning and Land Use Management), Polokwane Municipality, PO Box 111, Polokwane, 0700, within a period of 28 days from 1 October 2004.

Date of publication: 1 October 2004 and 8 October 2004.

Closing date for objections: 29 October 2004.

*Address of agent:* Smit & Fisher Planning (Pty) Ltd, PO Box 908, Groenkloof, 0027, 371 Melk Street, New Muckleneuk, 0181, email: sfplan@sfarch.com Tel: (012) 346-2340, Fax: (012) 346-0638, Cell: (082) 789-8649, Our Ref: F829.

**ALGEMENE KENNISGEWING 192 VAN 2004**

KENNISGEWING VAN DIE AANSOEK OM WYSIGING VAN DIE PIETERSBURG/SESHEGO DORPSBEPLANNINGSKEMA, 1999 INGEVOLGE ARTIKEL 56 (1) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE 15 VAN 1986)

**PIETERSBURG/SESHEGO WYSIGINGSKEMA**

Ek, Ferdinand Kilaan Schoeman SS (SA), van Smit & Fisher Planning (Edms) Bpk, synde die gemagtigde agent van die eienaar van die voorgestelde Restant en Gedeelte 1 van Erf 353, Dorp Peninapark Uitbreiding 1 gee hiermee ingevolge Artikel 56 (1) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ek by die Polokwane Plaaslike Munisipaliteit aansoek gedoen het vir die wysiging van die bestaande hersoneringsaansoek van die eiendomme hierbo beskryf soos volg die Restant van Erf 353, Dorp Peninapark Uitbreiding 1 vanaf "Openbare Garage" met 'n bruto verhuurbare vloeroppervlakte van die kiosk van 100 m<sup>2</sup> na "Openbare Garage" met 'n bruto verhuurbare vloeroppervlakte van die kiosk van 150 m<sup>2</sup> en Gedeelte 1 vanaf "Openbare Garage" na "Spesiaal" vir die verkoop, uitstal en herstel van motor verwante aktiwiteite onderhewig aan sekere voorwaardes soos vervat in die voorgestelde Bylae 45 dokument.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Stadsbeplanner: Die Polokwane Munisipaliteit, Eerste Vloer, Wesvleuel, Departement van die Stadsingenieur, Burgersentrum, Landdros Maréstraat, Polokwane, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 28 dae van 1 Oktober 2004 skriftelik by of tot die Stadsingenieur, Polokwane Munisipaliteit, Posbus 111, Polokwane, 0700, by bovermelde adres ingedien of gerig word.

*Datum van publikasie:* 1 Oktober 2004 & 8 Oktober 2004.

*Sluitingsdatum vir besware:* 29 Oktober 2004.

*Adres van agent:* Smit & Fisher Planning (Edms) Bpk, Posbus 908, Groenkloof, 0027, 371 Melkstraat, New Muckleneuk, 0181, E-pos: [sfplan@sfarch.com](mailto:sfplan@sfarch.com) Tel: (012) 346-2340, Faks: (012) 346-0638, Sel: (082) 789-8649, Ons Verw: F829.

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**GENERAL NOTICE 193 OF 2004****WARMBATHS AMENDMENT SCHEME 42**

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

We, Geo Projects, being the authorised agent of the owners of Portion 4 (of Portion 2) of the farm Rhenosterhoekspuit 466 K.Q., Limpopo Province (Bela-Bela Municipality), hereby give notice in terms of section 56 (1) (b) (i) of the Town-planning and Townships Ordinance, 1986 (Ordinance No. 15 of 1986), that I have applied to the Bela-Bela Municipality for the amendment/extension, known as the Warmbaths Town-planning Scheme, 1995, by the rezoning of the property describe above, from no zoning to "Special" for purposes of a Private Resort.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Municipal Offices, Bela-Bela, for a period of 28 days from 1 October 2004.

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 Private Bag X1609, Warmbaths, 0480, within a period of 28 days from 1 October 2004.

*Address of agent:* Geo Projects, P.O. Box 919, Warmbaths, 0480. Tel: 082 881 7252.

**ALGEMENE KENNISGEWING 193 VAN 2004****WARMBAD WYSIGINGSKEMA 42**

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DIE DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE No. 15 VAN 1986)

Ons, Geo Projects, synde die gemagtigde agent van die eienaars van Gedeelte 4 (van Gedeelte 2) van die plaas Rhenosterhoekspuit 465 K.Q., Bela-Bela Limpopo Provinsie, gee hiermee ingevolge artikel 56 (1) (b) (i) van die Ordonnansie op Dorpsbeplanning en Dorpe (Ordonnansie 15 van 1986), kennis dat ek by die Bela-Bela Munisipaliteit aansoek gedoen het om die wysiging/uitbreiding van die dorpsbeplanningskema, bekend as die Warmbaths Dorpsbeplanningskema, 1995, deur die sonering van die eiendom hierbo beskryf, van geen sonering na "Spesiaal" vir doeleindes van 'n Privaat Oord.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Munisipale Kantore, Bela-Bela, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 1 Oktober 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Privaatsak X1609, Warmbad, 0480, ingedien of gerig word.

*Adres van agent:* Geo Projects, Posbus 919, Warmbad, 0480. Tel: 082 881 7252.

1-8

**GENERAL NOTICE 194 OF 2004****WARMBATHS AMENDMENT SCHEME 44**

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

We, Geo Projects, being the authorised agent of the owners of the Remainder of Portion 2 of the farm Elandsfontein 440 K.R., the Remainder of the farm De Jagersdrift 505 K.R. and the farm Newburg 437 K.R., Limpopo Province (Bela Bela Municipality), hereby give notice in terms of Section 56(1)(b)(i) of the Town Planning and Townships Ordinance, 1986 (Ordinance No. 15 of 1986) that I have applied to the Bela Bela Municipality for the amendment/extension, known as the Warmbaths Town Planning Scheme, 1995, by the rezoning of the property describe above, from no zoning, to "Special" for purposes of a Private Resort and Golf Course.

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Municipal Offices, Bela Bela, for a period of 28 days from 1 October 2004.

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 Private Bag X1609, Warmbaths, 0480, within a period of 28 days from 1 October 2004.

*Address of agent:* Geo Projects, P.O. Box 919, Warmbaths, 0480, Tel: 082 881 7252.

**ALGEMENE KENNISGEWING 194 VAN 2004****WARMBAD WYSIGINGSKEMA 44**

KENNISGEWING VAN AANSOEK OM WYSIGING VAN DIE DORPSBEPLANNINGSKEMA INGEVOLGE ARTIKEL 56(1)(b)(i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE No. 15 VAN 1986)

Ons, Geo Projects, synde die gemagtigde agent van die eienaars van die restant van Gedeelte 2 van die plaas Elandsfontein 440 K.R., die restant van die plaas De Jagersdrift 505 K.R. en die plaas Newburg 437 K.R., Bela Bela, Limpopo Provinsie, gee hiermee ingevolge artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe (Ordonnansie 15 van 1986), kennis dat ek by die Bela Bela Munisipaliteit aansoek gedoen het om die wysiging/uitbreiding van die dorpsbeplanningskema, bekend as die Warmbaths Dorpsbeplanningskema, 1995, deur die sonering van die eiendom hierbo beskryf, van geen sonering na "Spesiaal" vir doeleindes van Privaat Oord en Gholfbaan.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Munisipale Kantore, Bela Bela, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 1 Oktober 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Privaatsak X1609, Warmbad, 0480, ingedien of gerig word.

*Adres van agent:* Geo Projects, Posbus 919, Warmbad, 0480, Tel: 082 881 7252.

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**GENERAL NOTICE 195 OF 2004****MALELANE AMENDMENT SCHEME HP26**

We, Jacques du Toit & Associates, Town and Regional Planners, being the authorized agent of the owner of the property mentioned 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 we have applied to the Maruleng Municipality for the amendment of the Malelane Town Planning Scheme, 1972, by the rezoning of Erf 125, Hoedspruit, situated in Eland Street, from "Special Residential" to "Special for Offices".

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Civic Centre, 65 Springbok Street, Hoedspruit, for the period of 28 days from 1 October 2004.

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 627, Hoedspruit, 1380, within a period of 28 days from 1 October 2004.

*Address of Agent:* Jacques du Toit & Associates, PO Box 754, Tzaneen, 0850.

**ALGEMENE KENNISGEWING 195 VAN 2004****MALELANE WYSIGINGSKEMA HP26**

Ons, Jacques du Toit & Medewerkers, Stads- en Streeksbeplanners, synde die gemagtigde agent van die eienaar van die eiendom hieronder genoem, gee hiermee ingevolge Artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ons by die Maruleng Munisipaliteit aansoek gedoen het om die wysiging van die Malelane Dorpsbeplanningskema, 1972, deur die hersonering van Erf 125, Hoedspruit, geleë te Elandstraat, van "Spesiaal Residensieel" na "Spesiaal vir Kantore".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Burgersentrum, Springbokstraat 65, Hoedspruit, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 1 Oktober 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 627, Hoedspruit, 1380, ingedien of gerig word.

*Adres van agent:* Jacques du Toit & Medewerkers, Posbus 754, Tzaneen, 0850.

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## GENERAL NOTICE 196 OF 2004

### TZANEEN TOWN PLANNING SCHEME, 2000: AMENDMENT SCHEME 86

I, Floris Jacques du Toit, being the authorized agent of the owner of the property mentioned below, hereby give notice in terms of Section 56 (1) (b) (i) of the Town Planning and Townships Ordinance, 1986 (Ordinance No. 15 of 1986), that I have applied to the Greater Tzaneen Municipality for the amendment of the Tzaneen Town Planning Scheme, 2000, by the rezoning of the properties described below:

Erf 1/2363, Tzaneen 4 and Erf 2656, Tzaneen Extension 34, situated in Boundary Street, from "Business 4" to "Business 2".

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Civic Centre, Agatha Street, Tzaneen, for the period of 28 days from 1 October 2004.

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 24, Tzaneen, 0850, within a period of 28 days from 1 October 2004.

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## ALGEMENE KENNISGEWING 196 VAN 2004

### TZANEEN DORPSBEPLANNINGSKEMA, 2000: WYSIGINGSKEMA 86

Ek, Floris Jacques du Toit, synde die gemagtigde agent van die eienaar van die erwe hieronder genoem, gee hiermee ingevolge Artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ons by die Groter Tzaneen Munisipaliteit aansoek gedoen het om die wysiging van die Tzaneen Dorpsbeplanningskema, 2000, deur die hersonering van die eiendom hieronder beskryf:

Erf 1/2363, Tzaneen Uitbreiding 4 en Erf 2656, Tzaneen Uitbreiding 34, geleë te Boundarystraat, van "Besigheid 4" na "Besigheid 2".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Burgersentrum, Agathastraat, Tzaneen, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of verhoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 1 Oktober 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 24, Tzaneen, 0850, ingedien of gerig word.

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## GENERAL NOTICE 197 OF 2004

### POTGIETERSRUS AMENDMENT SCHEME 93

We, Jacques du Toit & Associates, Town and Regional Planners, being the authorized agent of the owner of the property mentioned below, hereby give notice in terms of Section 56 (1) (b) (i) of the Town-Planning and Townships Ordinance, 1986 (Ordinance No. 15 of 1986), that we have applied to the Mogalakwena Municipality for the amendment of the Potgietersrus Town Planning Scheme, 1997, by the rezoning of Erf 1/328, Piet Potgietersrust, situated at 99 Thabo Mbeki Street, from "Residential 1" to "Business 2".

Particulars of the application will lie for inspection during normal office hours at the office of the Municipal Manager, Civic Centre, Retief Street, Mokopane, for the period of 28 days from 1 October 2004.

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 34, Mokopane, 0600, within a period of 28 days from 1 October 2004.

*Address of Agent:* Jacques du Toit & Associates, PO Box 754, Tzaneen, 0850.

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## ALGEMENE KENNISGEWING 197 VAN 2004

### POTGIETERSRUS WYSIGINGSKEMA 93

Ons, Jacques du Toit & Medewerkers, Stads- en Streeksbeplanners, synde die gemagtigde agent van die eienaar van die eiendom hieronder genoem, gee hiermee ingevolge Artikel 56(1)(b)(i) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), kennis dat ons by die Mogalakwena Munisipaliteit aansoek gedoen het om die wysiging van die Potgietersrus Dorpsbeplanningskema, 1997, deur die hersonering van Erf 1/328, Potgietersrus, geleë te Thabo Mbekistraat 99, Mokopane, van "Residensieel 1" na "Besigheid 2".

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Munisipale Bestuurder, Burgersentrum, Retiefstraat, Mokopane, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of versoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 1 Oktober 2004 skriftelik by of tot die Munisipale Bestuurder by bovermelde adres of by Posbus 34, Mokopane, 0600, ingedien of gerig word.

*Adres van agent:* Jacques du Toit & Medewerkers, Posbus 754, Tzaneen, 0850.

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## ALGEMENE KENNISGEWING 198 VAN 2004

### PIETERSBURG/SESHEGO WYSIGINGSKEMA 244

KENNISGEWING VAN DIE AANSOEK OM DIE WYSIGING VAN DIE PIETERSBURG/SESHEGO DORPSBEPLANNINGSKEMA, 1999, INGEVOLGE ARTIKEL 56 (1) (b) (i) VAN DIE ORDONNANSIE OP DORPSBEPLANNING EN DORPE, 1986 (ORDONNANSIE No. 15 VAN 1986)

Ek, Charlotte van der Merwe, synde die gemagtigde agent van die eienaar van die ondergenoemde 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 Polokwane Munisipaliteit aansoek gedoen het om die wysiging van die Dorpsbeplanningskema, bekend as die Pietersburg/Seshego Dorpsbeplanningskema, 1999, deur die hersonering van die eiendom hieronder beskryf:

Gedeelte 1 van Erf 872, Pietersburg, geleë te Marshallstraat 177, vanaf "Residensieel 1" na "Residensieel 3" asook 'n verslapping in terme van klousule 20 van gemelde dorpsbeplanningskema om 64 eenhede/ha toe te laat—vir die oprigting van 9 woonstelle.

Besonderhede van die aansoek lê ter insae gedurende kantoorure by die kantoor van die bestuurder: Ruimtelike Planning en Grondgebruiksbeplanning, Eerste Vloer, Burgersentrum, Landdros Marestraat, Polokwane, vir 'n tydperk van 28 dae vanaf 1 Oktober 2004.

Besware teen of versoë ten opsigte van die aansoek moet binne 'n tydperk van 28 dae vanaf 1 Oktober 2004 skriftelik by of tot die munisipale bestuurder by bovermelde adres of by Posbus 111, Polokwane, 0700, ingedien of gerig word.

*Adres van agent:* Merwe Kanyane Stadsbeplanners, Posbus 4169, Polokwane, 0700. Tel. (015) 297-2559.

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## GENERAL NOTICE 199 OF 2004

### REMOVAL OF RESTRICTIONS ACT, 1967:

1. THE REMOVAL OF THE CONDITIONS OF TITLE OF ERF 1697, PIETERSBURG X3.
2. THE AMENDMENT OF THE PIETERSBURG/SESHEGO TOWN-PLANNING SCHEME, 1999.

It is hereby notified that an application has been lodged in terms of Section 3 (1) of the Removal of Restrictions Act, 1967 (Act No. 84 of 1967), by Pieterse, Du Toit & Associates CC, Town and Regional Planners for:

(1) The removal of conditions E (b), H (a) (i) (ii) and (c) in Deed of Transfer T21361/1992 of Erf 1697, Pietersburg X3, in order to permit the erf being used for industrial and business related purposes and specifically a home improvement centre.

(2) The amendment of the Pietersburg/Seshego Town Planning Scheme, 1999, by the rezoning of the erf from "Industrial 1" to "Special" for a home improvement centre which include both industrial and business related activities such as the manufacturing and selling of appliances, building material, hardware, kitchen cupboards, curtaining, blinds, paints, flooring, tiling, carpets, lighting, camping equipment, outdoor furniture, security systems, air-conditioning and heating units, décor, sanitary ware, home improvement, do-it-yourself and related facilities, and services such as phones and autobank, as well as a decorax which includes exhibition and related office space and place for refreshments.

This amendment scheme shall be known a Pietersburg/Seshego Amendment Scheme 239 with Reference Number LH10/4/5/2/5 (6).

The application and the relative documents are open for inspection at the Office of the Senior Manager, Limpopo Province: Local Government and Housing at 23 Market Street, Polokwane.

Objections to the application may be lodged in writing with the Senior Manager, Limpopo Province: Local Government and Housing at the above-mentioned street address, or at Private Bag X9485, Polokwane, 0700. The objections must reach the office no later than 16:30 on 29 October 2004.

*Reference No.:* LH 10/4/5/2/5 (6).

00009121

**ALGEMENE KENNISGEWING 199 VAN 2004****WET OP DIE OPHEFFING VAN BEPERKINGS, 1967:**

1. DIE OPHEFFING VAN TITELVOORWAARDES VAN ERF 1697, PIETERSBURG X3.
2. DIE VOORGESTELDE WYSIGING VAN DIE PIETERSBURG/SESHEGO DORPSBEPLANNINGSKEMA.

Hierby word bekendgemaak dat ingevolge die bepalings van artikel 3 (1) van die Wet op die Opheffing van Beperkings, 1967 (Wet No. 84 van 1967) aansoek gedoen is deur Pieterse, Du Toit en Assosiate BK, Stads- en Streekbeplanners vir:

(1) Die opheffing van titelvoorwaardes E (b), H (a) (i) (ii) en (c) in Akte van Transport T21361/1992 van Erf 1697, Pietersburg X3 ten einde dit moontlik te maak dat die erf gebruik kan word vir nywerheid en besigheidsverwante doeleindes en spesifiek 'n huisverbeteringsentrum.

(2) Die wysiging van die Pietersburg/Seshego Dorpsbeplanningskema, 1999, deur die hersonering van die erf van "Nywerheid 1" na "Spesiaal" vir 'n huisverbeteringsentrum wat beide nywerheid en besigheidsverwante aktiwiteite insluit soos die vervaardiging en verkope van toebehore, boumateriaal, hardeware, kombuiskeuse, gordyne, blinders, verf, vloerbedekking, teëls, matte, beligting, kampeertoerusting, buitenshuise meubels, sekuriteitstelsels, lugversorging- en verhogingseenhede, dekor, sanitêre ware, huisverbeterings, doen dit self en verwante fasiliteite en dienste soos telefone, outobank, asook 'n decorous wat insluit uitstallinge en verwante kantoorruimte en 'n verversingsplek.

Die aansoek sal bekend staan as Pietersburg/Seshego Wysigingskema 239 met Verwysingsnommer LH 10/4/5/2/5 (6).

Die aansoek en die betrokke dokumente lê ter insae in die Kantoor van die Senior Bestuurder, Limpopo Provinsie: Plaaslike Regering en Behuising, te Markstraat 23, Polokwane.

Besware teen die aansoek kan skriftelik by die Senior Bestuurder, Limpopo Provinsie: Plaaslike Regering en Behuising, by bovermelde straatadres of by Privaatsak X9485, Polokwane, 0700, ingedien word en moet die kantoor voor of op 29 Oktober 2004, en nie later as 16:30 bereik.

*Verwysingsnommer:* LH 10/4/5/2/5 (6).

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## LOCAL AUTHORITY NOTICES

### PLAASLIKE BESTUURSKENNISGEWINGS

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#### LOCAL AUTHORITY NOTICE 239

##### POLOKWANE MUNICIPALITY

##### PIETERSBURG/SESHEGO AMENDMENT SCHEME 144

It is hereby notified in terms of section 57 (1) (a) of the Town Planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Erf 1075, Bendor Extension 10 from "Residential 1" to "Special" for Private Road and Access Control with conditions as set out in Annexure 199.

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 144 and shall come into operation on the date of publication of this notice.

L. S. RAMPEDI, Municipal Manager

Civic Centre, Pietersburg

27 July 2004

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#### PLAASLIKE BESTUURSKENNISGEWING 239

##### POLOKWANE MUNISIPALITEIT

##### PIETERSBURG/SESHEGO WYSIGINGSKEMA 144

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Erf 1075, Bendor Uitbreiding 10 vanaf "Residensieel 1" na "Spesiaal" met voorwaardes soos vervat in Bylae 199.

Kaart 3 en die skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie en die Munisipale Bestuurder, Polokwane Munisipaliteit en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 144 en tree op datum van publikasie van hierdie kennisgewing in werking.

L. S. RAMPEDI, Munisipale Bestuurder

Burgersentrum, Pietersburg

27 Julie 2004

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#### LOCAL AUTHORITY NOTICE 240

##### POLOKWANE MUNICIPALITY

##### PIETERSBURG/SESHEGO AMENDMENT SCHEME 146

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Portion 5 of Erf 1045, Bendor Extension 8 from "Special" with conditions to "Special" with amended conditions as contained in Annexure 164.

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Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 146 and shall come into operation on the date of publication of this notice.

**L. S. RAMPEDI, Municipal Manager**

Civic Centre, Pietersburg

27 July 2004

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## PLAASLIKE BESTUURSKENNISGEWING 240

### POLOKWANE MUNISIPALITEIT

#### PIETERSBURG/SESHEGO WYSIGINGSKEMA 146

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Gedeelte 5 van Erf 1045, Bendor Uitbreiding 8 vanaf "Spesiaal" met voorwaardes na "Spesiaal" met gewysigde voorwaardes.

Kaart 3 en die skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie en die Munisipale Bestuurder, Polokwane Munisipaliteit en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 146 en tree op datum van publikasie van hierdie kennisgewing in werking.

**L. S. RAMPEDI, Munisipale Bestuurder**

Burgersentrum, Pietersburg

27 Julie 2004

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## LOCAL AUTHORITY NOTICE 241

### POLOKWANE MUNICIPALITY

#### PIETERSBURG/SESHEGO AMENDMENT SCHEME 149

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Portion 2 (a portion of Portion 1) of Erf 695, Pietersburg, from "Special" with Annexure 147 to "Business 3".

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 149 and shall come into operation on the date of publication of this notice.

**L. S. RAMPEDI, Municipal Manager**

Civic Centre, Pietersburg

27 July 2004

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## PLAASLIKE BESTUURSKENNISGEWING 241

### POLOKWANE MUNISIPALITEIT

#### PIETERSBURG/SESHEGO WYSIGINGSKEMA 149

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Gedeelte 2 (gedeelte van Gedeelte 1) van Erf 695, Pietersburg, vanaf "Spesiaal" met Bylaag 147 na "Besigheid 3".

Kaart 3 en die skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie en die Munisipale Bestuurder, Polokwane Munisipaliteit en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 149 en tree op datum van publikasie van hierdie kennisgewing in werking.

**L. S. RAMPEDI, Munisipale Bestuurder**

Burgersentrum, Pietersburg

27 Julie 2004

**LOCAL AUTHORITY NOTICE 242****POLOKWANE MUNICIPALITY****PIETERSBURG/SESHEGO AMENDMENT SCHEME 154**

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Erven 460 and 461, Bendor from "Residential 1" to "Residential 2".

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 154 and shall come into operation on the date of publication of this notice.

L. S. RAMPEDI, Municipal Manager

Civic Centre, Pietersburg

19 July 2004

**PLAASLIKE BESTUURSKENNISGEWING 242****POLOKWANE MUNISIPALITEIT****PIETERSBURG/SESHEGO WYSIGINGSKEMA 154**

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Erwe 460 en 461, Bendor, vanaf "Residensieel 1" na "Residensieel 2".

Kaart 3 en die skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie en die Munisipale Bestuurder, Polokwane Munisipaliteit en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 154 en tree op datum van publikasie van hierdie kennisgewing in werking.

L. S. RAMPEDI, Munisipale Bestuurder

Burgersentrum, Pietersburg

20 May 2004

**LOCAL AUTHORITY NOTICE 243****POLOKWANE MUNICIPALITY****PIETERSBURG/SESHEGO AMENDMENT SCHEME 156**

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Portion 4 of Erf 874, Pietersburg, from "Residential 1" to "Residential 3".

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 156 and shall come into operation on the date of publication of this notice.

L. S. RAMPEDI, Municipal Manager

Civic Centre, Pietersburg

27 July 2004

**PLAASLIKE BESTUURSKENNISGEWING 243****POLOKWANE MUNISIPALITEIT****PIETERSBURG/SESHEGO WYSIGINGSKEMA 156**

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Gedeelte 4 van Erf 874, Pietersburg, vanaf "Residensieel 1" na "Residensieel 3".

Kaart 3 en die skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie en die Munisipale Bestuurder, Polokwane Munisipaliteit en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 156 en tree op datum van publikasie van hierdie kennisgewing in werking.

**L. S. RAMPEDI, Munisipale Bestuurder**

Burgersentrum, Pietersburg

27 Julie 2004

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## LOCAL AUTHORITY NOTICE 244

### POLOKWANE MUNICIPALITY

#### PIETERSBURG/SESHEGO AMENDMENT SCHEME 165

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986) that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Erf 1171, Ivy Park Extension 18 from "Special" with certain conditions to "Special" with Annexure 208.

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 165 and shall come into operation on the date of publication of this notice.

**L. S. RAMPEDI, Municipal Manager**

Civic Centre, Pietersburg

27 July 2004

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## PLAASLIKE BESTUURSKENNISGEWING 244

### POLOKWANE MUNISIPALITEIT

#### PIETERSBURG/SESHEGO WYSIGINGSKEMA 165

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986) bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Erf 1171, Ilypark Uitbreiding 18 vanaf "Spesiaal" met voorwaardes na "Spesiaal" met Bylaag 208.

Kaart 3 en die skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie en die Munisipale Bestuurder, Polokwane Munisipaliteit en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 165 en tree op datum van publikasie van hierdie kennisgewing in werking.

**L. S. RAMPEDI, Munisipale Bestuurder**

Burgersentrum, Pietersburg

27 Julie 2004

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## LOCAL AUTHORITY NOTICE 245

### POLOKWANE MUNICIPALITY

#### PIETERSBURG/SESHEGO AMENDMENT SCHEME 169

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Portion 2 (a portion of Portion 1) Erf 932, Pietersburg from "Residential 1" to "Residential 2", subject to specific conditions.

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 169 and shall come into operation on the date of publication of this notice.

**LS RAMPEDI, Municipal Manager**

Civic Centre, Pietersburg

27 July 2004

**PLAASLIKE BESTUURSKENNISGEWING 245****POLOKWANE MUNISIPALITEIT****PIETERSBURG/SESHEGO WYSIGINGSKEMA 169**

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat die Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Gedeelte 2 ('n gedeelte van Gedeelte 1) van Erf 932, Pietersburg vanaf "Residensieel 1" na "Residensieel 2", met spesifieke voorwaardes.

Kaart 3 en die Skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie, en die Munisipale Bestuurder, Polokwane Munisipaliteit, en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 169 en tree op datum van publikasie van hierdie kennisgewing in werking.

**LS RAMPEDI, Munisipale Bestuurder**

Burgersentrum, Pietersburg

27 Julie 2004

**LOCAL AUTHORITY NOTICE 246****POLOKWANE MUNICIPALITY****PIETERSBURG/SESHEGO AMENDMENT SCHEME 181**

It is hereby notified in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Polokwane Municipality has approved the amendment of Pietersburg/Seshego Town-planning Scheme, 1999, by the rezoning of Erf 681, Pietersburg from "Residential 1" to "Residential 2".

Map 3 and the scheme clauses of the amendment scheme are filed with the Director: Local Government and Housing, Limpopo Province and the Municipal Manager, Polokwane Municipality and are open for inspection at all reasonable times.

This amendment is known as Pietersburg/Seshego Amendment Scheme No. 181 and shall come into operation on the date of publication of this notice.

**LS RAMPEDI, Municipal Manager**

Civic Centre, Pietersburg

19 July 2004

**PLAASLIKE BESTUURSKENNISGEWING 246****POLOKWANE MUNISIPALITEIT****PIETERSBURG/SESHEGO WYSIGINGSKEMA 181**

Hiermee word ooreenkomstig die bepalings van artikel 57 (1) (a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), bekend gemaak dat die Polokwane Munisipaliteit goedgekeur het dat die Pietersburg/Seshego Dorpsbeplanningskema, 1999, gewysig word deur die hersonering van Erf 681, Pietersburg vanaf "Residensieel 1" na "Residensieel 2".

Kaart 3 en die Skemaklousules word in bewaring gehou deur die Direkteur: Plaaslike Regering en Behuising, Limpopo Provinsie, en die Munisipale Bestuurder, Polokwane Munisipaliteit, en is beskikbaar vir inspeksie op alle redelike tye.

Hierdie wysiging staan bekend as Pietersburg/Seshego Wysigingskema No. 181 en tree op datum van publikasie van hierdie kennisgewing in werking.

**LS RAMPEDI, Munisipale Bestuurder**

Burgersentrum, Pietersburg

19 Julie 2004

**LOCAL AUTHORITY NOTICE 247****MOGALAKWENA MUNICIPALITY****APPROVAL OF AMENDMENT OF TOWN PLANNING SCHEME:  
GREATER POTGIETERSRUS AMENDMENT SCHEME 75**

Notice is hereby given in terms of section 57 (1) (a) of the Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Mogalakwena Municipality has approved the amendment of the Greater Potgietersrus Town-planning Scheme, 1997, by the rezoning of Portion 1 of Erf 367, Piet Potgietersrus from "Residential 1" to "Business 2".

A copy of Map 3 and the Scheme Clauses of the amendment scheme are available for inspection at all reasonable times at the offices of the Deputy Director-General: Local Government and Housing, Polokwane, and the Manager: Corporate Support Services, Mokopane.

This amendment is known as Greater Potgietersrus Amendment Scheme 75 and comes into force from date of publication of this notice.

**D H MAKUBE, Municipal Manager**

Municipal Offices, P O Box 34, Mokopane, 0600

Notice Number 73/2004

22 September 2004

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**LOCAL AUTHORITY NOTICE 248****GREATER TZANEEN MUNICIPALITY****CREDIT CONTROL AND DEBT COLLECTION BY-LAW**

Notice is hereby given in terms of the provisions of Section 162 of the Constitution of South Africa, Act 108 of 1996, read with section 13 of the Municipal Systems Act 32 of 2000 that the Greater Tzaneen Municipality has by resolution approved the Credit Control and Debt Collection by-law with effect from 1 October 2004.

**PREAMBLE**

The Greater Tzaneen Municipality has adopted a Credit Control and Debt Collection Policy in terms of section 96 (b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), and

Section 98 (1) of the said Act, requires the Greater Tzaneen Municipality to adopt by-laws to give effect to its Credit Control and Debt Collection Policy;

**Be it hereby enacted -:**

**1. DEFINITIONS**

1(1) For the purpose of this By-Law the following words and expressions shall have the corresponding meaning, unless the context clearly indicates otherwise:

**"Acknowledgement of Debt"** means the Acknowledgment of Debt contained in Form 6 of the Schedule;

**"Application for Extension of Time for Arrear Payment"** means the Application for Extension of Time for Arrear Payment contained in Form 5 of the Schedule;

**"Chief Financial Officer"** means such staff member administratively in charge of the budget and treasury of the Council, or an officer delegated by the Chief Financial Officer;

**"Credit Control and Debt Collection Policy"** means the Council's Credit Control and Debt Collection Policy as adopted by Council in terms of section 98(1) of the Municipal Systems Act, as amended from time to time;

**"Council"** means the Council of the Greater Tzaneen Municipality or a political office bearer, political structure, the Municipal Manager or other staff member delegated;

**"Customer"** means the owner or occupier of a property or premises, liable to the Council for payment of a Municipal Account or part thereof;

**"Delegated"** means delegated in terms of section 59 of the Municipal Systems Act;

**"Greater Tzaneen Municipality"** means such municipality established in terms of section 12 of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998);

**"Illegal Connection"** means any connection or reconnection of a Property or Premises to the water and/or electricity reticulation network of the Council, in contravention of this By-Law, any other by-law of the Council, Act or Regulation.

**"Municipal Account"** means an account in section 2 of this By-law; means the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended;

**"Notice of New Occupier"** means the Notice of New Occupier contained in Form 3 of the Schedule;

**"Notice of Termination of Services"** means the Notice of Termination of Services contained in Form 4 of the Schedule;

**"Notice of Vacation of Occupation"** means the Notice of Vacation of Occupation contained in Form 2 of the Schedule;

**"Occupier"** means a person who occupies a property or premises or any part thereof, whether such occupation is lawful or otherwise;

**"Owner"** means a person, being the registered owner of a Property in terms of the Deeds Registries Act, 1937 (Act 47 of 1937);

**"Person"** includes a natural person and a juristic person;

**"Premises"** means a portion of a property, for which a separate municipal account is rendered;

**"Property"** means a property registered under separate title in terms of the Deeds Registries Act, 1937 (Act 47 of 1937);

**"Schedule"** means the Schedule to this By-law;

**"Service Agreement"** means the Service Agreement contained in Form 1 of the Schedule;

1(2) In this By-Law a reference to the singular shall include the plural;

1(3) Unless defined above or in case the context clearly indicates otherwise, any word or expression in this By-Law shall bear a corresponding meaning with the use of such word or expression in the Municipal Systems Act.

## **2. MUNICIPAL ACCOUNT**

2(1) The Council shall monthly cause a Municipal Account, as reflected in the financial account relating to a Property or Premises, to be delivered to the Customer in the manner provided for in section 9.

2(2) The Municipal Account shall reflect amounts due for the following:

- (a) (i) Basic electricity levy;
- (ii) Available electricity levy;
- (iii) Basic water levy;
- (iv) Available water levy;
- (v) Refuse removal;
- (vi) Sewerage service;
- (vii) Property rates, and

- (viii) Other charges, levies and taxes.
- (b) (i) Electricity consumption charge; and  
(ii) Water consumption charge;
- c) (i) Any arrear amount due;  
(ii) Interest on arrear amounts; and  
(iii) Collection charges;
- (d) The amount of any increase in a consumer deposit;
- (e) The unit price and number of units consumed in relation to electricity consumption and water consumption.
- (f) (i) The total amount payable; and  
(ii) The date on or before which payment must be made;

### 3. SERVICE AGREEMENT

- 3(1) The Owner must, if also the occupier of the Property or Premises, enter into the Service Agreement with the Council.
- 3(2) The Owner must inform the Council of the vacation of the Property or Premises by an Occupier on or before the date of vacation or as soon thereafter as the Owner may become aware of such vacation, by submitting to the Council a Notice of Vacation of Occupation.
- 3(3) The Owner must inform the Council of any new Occupier on or before the date of such new occupation or as soon thereafter as the Owner becomes aware thereof that a Person has taken occupation of the Property or Premises, by submitting to the Council a Notice of New Occupier.
- 3(4) An Occupier must on or before the date of occupation, enter into the Service Agreement with the Council, unless the Owner will remain liable for the payment of the portion of the Municipal Account in section 2 (2) (b), in terms of the Notice of New Occupier.
- 3(5) Should the Owner fail to submit a Notice of Vacation of Occupation in terms of subsection (2) or a Notice of New Occupier in terms of subsection (3), the Owner will be liable for the payment of the portion of the Municipal Account in section 4 (2).
- 3(6) Should the Owner or Occupier be represented by an agent or other representative, such agent or representative must submit a power of attorney authorizing such agency or representation in a form and contents to the satisfaction of the Chief Financial Officer.

### 4. PAYMENT

- 4 (1) The Owner will, subject to subsection (2), be liable for the payment of the Municipal Account mentioned in section 2, to the Council.

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- 4(2) The Occupier, if a person other than the Owner, will be liable for payment of the amounts in section 2, excluding the amounts in section 2(2)(a), unless the Owner indicates otherwise on the Notice of New Occupier.
- 4(3) The Occupier will remain liable for payment in terms of subsection (2), up to and including the date which the Occupier terminates the Service Agreement as indicated on the Notice of Termination of Services, whether the Occupier was in actual occupation of the Property or Premises during the currency of the Service Agreement or otherwise.
- 4(4) An Occupier, who fails to enter into the Service Agreement, will despite such failure, be liable for the payment of the account in subsection 4 (2).
- 4(5) Nothing contained in this By-law will prohibit the Council to collect payment of any amount from the Owner or any other person, in terms of applicable legislation.
- 4(6) The Chief Financial Officer may consolidate separate Municipal Accounts, or portions thereof, of Persons liable for payments to the Council.
- 4(7) An increase in a consumer deposit in terms of section 6(2), becomes payable within twenty one (21) days from the date on which the Customer is informed thereof or should the Customer appeal against such increase, then within twenty one (21) days from the date on which the Customer is informed of the decision of the Municipal Manager, if the appeal is not up held.

#### **5. JURISTIC PERSON**

- 5(1) Should the Occupier be a Juristic person, the following will apply:
- (a) If the Occupier is a company registered in terms of the Companies Act, 1973 (Act 61 of 1973), the Directors of such Company shall agree to be jointly and severally liable for payment in terms of the Service Agreement, if the Company fails to make such payment.
- (b) If the Occupier is a closed corporation registered in terms of the Closed Corporations Act, 1984 (Act 69 of 1984), the members shall agree to be jointly and severally liable for payment in terms of the Service Agreement, if the Closed Corporation fails to make such payment.
- (c) If the Occupier is an Association with legal persona, the members of the Association shall agree to be jointly and severally liable for payment in terms of the Service Agreement, if the Association fails to make such payment.
- 5(2) Any Service Agreement signed by a person on behalf of a legal person in subsection 5(1) above must be accompanied by a resolution authorizing such person to sign on behalf of the legal person.

#### **6. CREDIT RATING**

- 6 (1) The Chief Financial Officer may before entering into a Service Agreement with a Customer, or at any time thereafter, if deemed necessary, make such credit rating enquiries with other municipalities and/or a credit bureau;

- 6(2) Should the Chief Financial Officer determine that the Customer poses a payment risk to the Council, the Chief Financial Officer may determine a consumer deposit reflecting such payment risk, having regard to the Council's policy relating to consumer deposits and relevant By-laws;
- 6(3) Should the Customer wish to appeal against a decision of the Chief Financial Officer in terms of subsection (2), the Customer may submit an appeal and reasons in writing to the Municipal Manager, within twenty one (21) days from the date on which the Customer is notified of the determination of the Chief Financial Officer meant in subsection (2);
- 6(4) The Municipal Manager must consider the appeal within six weeks from the date of the appeal and must notify the Customer of his or her decision within a reasonable time thereafter.

## **7. INTEREST**

- 7(1) The Council shall levy interest on any amount due and in arrears, in terms of section 75A (1) (b) of the Municipal Systems Act.

## **8. DISHONORED PAYMENTS**

- 8(1) Should any payment made to the Council by cheque or other negotiable instrument, be dishonored by the financial institution on which it is drawn, the Council may levy such collection charge against the Municipal Account to which the payment relates, as determined by the Council in terms of section 75A (2) of the Municipal Systems Act.
- 8(2) Any dishonored payment meant in subsection (1) due to insufficient funds with the financial institution on which it is drawn, will be sufficient grounds for a review of the credit rating of the Customer in terms of section 6(2).
- 8(3) The Chief Financial Officer may determine not to accept a cheque or other negotiable instrument as payment from a Customer, other than a cheque or negotiable instrument on which payment is guaranteed by the financial institution on which it is drawn, should a payment or previous payment by the Customer been dishonored as meant in subsection (1).

## **9. DELIVERY**

- 9(1) If a Municipal Account, Notice, Reminder, Letter of Demand or other document is to be served on a person in terms of this By-law, such service shall be effective if:
- (a) delivered to such person personally or to such person's duly authorized agent;
  - (b) delivered at such person's place of residence or place of employment to a person apparently not less than sixteen years of age;
  - (c) delivered at an address nominated in writing by such person;
  - (d) sent by registered or certified post to the last known address of such person; or

- (e) in the event of a legal person, delivered or send by registered or certified post, to the registered address or place of business of such person.

- 9(2) In the event that service cannot be effected in terms of (a) to (e) above, then by fixing it to or placing it in a conspicuous place, on the Property or Premises to which it relates.

#### **10. SETTLEMENT OF ACCOUNT**

- 10(1) An amount tendered as payment against a Municipal Account will, if not representative of the full balance of such account on date of payment, be deemed not to be accepted as full and final payment of the amount due and payable on that date or any future date, unless so authorized by the Chief Financial Officer in writing.
- 10(2) An amount tendered as payment against a Municipal Account will, if less than the outstanding balance, be credited pro rata to the longest outstanding debt items reflected on such account, subject thereto that the Chief Financial Officer may direct otherwise.
- 10(3) If no amounts due and payable in terms of the Municipal Account is in arrears and the amount tendered is less than the balance reflected on such account, the payment will be credited against such items on the Municipal Account as the Chief Financial Officer may direct.

#### **11. CERTIFICATION**

- 11(1) A certificate issued under the signature of the Chief Financial Officer, will be prima facie evidence of the amount or amounts due and payable to the Council as reflected in such certificate, by the Customer indicated in the certificate, and will upon production thereof in a court of law, be accepted as prima facie evidence of the contents thereof. Council will not be obliged to prove the appointment and authority of the Chief Financial Officer.

#### **12. COLLECTION COSTS**

- 12(1) All legal cost incurred by the Council for the recovery of arrear amounts, due and payable in terms of the Municipal Account, will be a debt against the Municipal Account, including any tracing cost and attorney's fees at the Attorney- and- own- client scale, subject to the discretion of the court regarding the awarding of cost.
- 12(2) The Council may levy and recover such collection charges determined in terms of section 75A(1)(b) of the Municipal Systems Act, not included in subsection (1).

#### **13. REMINDER NOTICE**

- 13(1) The Council may cause to be delivered to a Customer who fails to make timeous payment in terms of a Municipal Account, a notice to remind such Customer to make the due payment on or before a date specified in such notice.
- 13(2) A notice in terms of subsection (1) may, notwithstanding section 9, be served on a Customer by electronic mail or by cellular phone short message service send to the electronic mail address or cellular phone number,

respectively, provided by the Customer on the Service Agreement, and such service shall have the effect as if served in terms of section 9.

- 13(3) Failure by the Council to cause the delivery of the notice in subsection (1), or the Customer not receiving such notice, for whatever reason, will not prevent the Council from instituting further process for the recovery of any arrear payment or constitute a defense against a claim instituted for the recovery of any arrear payment.
- 13(4) The Council may charge a tariff as payment for the delivery of a reminder in subsection (1), as determined by the Council in terms of section 75A (2) of the Municipal Systems Act.

#### **14. LETTER OF DEMAND**

- 14 (1) The Council may cause to be delivered to a Customer who is in arrears with payment in terms of a Municipal Account, a letter demanding payment of such arrear amount, on or before a date specified in such letter of demand.
- 14(2) Failure by the Council to cause the delivery of the letter of demand in subsection (1), or the Customer not receiving such letter of demand, for whatever reason, will not prevent the Council from instituting further process for the recovery of any arrear debt or constitute a defense against a claim instituted for the recovery of any arrear payment.
- 14(3) The Council may charge a tariff for the delivery of a letter of demand in subsection (1), as determined by the Council in terms of section 75A (2) of the Municipal Systems Act.

#### **15. DEBT COLLECTORS**

- 15(1) The Council may appoint a debt collector agent or agents to collect on its behalf, arrear payments from Customers, and to take such legal steps necessary to give effect to such debt collection.

#### **16. ATTORNEY'S**

- 16 (1) The Council may, at any time, appoint attorney's to institute or proceed with legal proceedings or appeal proceedings, against a Customer, to recover any arrear payments owed by such customer, including the enforcement of the Acknowledgement of Debt.
- 16(2) The Municipal Manager or a member of staff delegated by him or her, may appoint and give any instruction to an attorney and if prudent, legal council, to give effect to subsection (1), and further to depose of or require any person to depose of an affidavit, to give evidence and to produce any document, for the purpose of such legal proceedings.

#### **17. DISCONTINUATION OF SERVICES**

- 17(1) The Municipal Manager or delegate may cause the supply of electricity and/or water to be discontinued to a Property or Premises, should the Municipal Account for these services be in arrears, subject to the provision of the minimum water supply to a Property or Premises as the Council may determine from time to time.

**18. EXTENSION FOR PAYMENT**

- 18(1) A Customer may apply for extension of time for payment of arrears on the Municipal Account by submitting an Application for Extension of Time for Arrear Payment.
- 18(2) An application will only be considered if the Customer provides all the information as required on the Application For Extension Of Time For Arrear Payment.
- 18(3) The Chief Financial Officer will consider an application submitted in terms of subsection (1), having regard to all relevant facts pertaining to the application and in particular the following:
- a) the amount in arrears;
  - b) the period over which the arrears accumulated;
  - c) the amount of payment made by the Customer over the period in (b), if any;
  - d) any written or oral submissions or representations made by the Customer;
  - e) the financial income and expenditures of the Customer;
  - f) the ability of the Customer to make payments on the arrear amount;
  - g) the credit rating of the Customer mentioned in section 6 (1); and
  - h) the current average cost over the prior six months of municipal services to the Customer.
- 18(4) The Chief Financial Officer will decide within fourteen (14) days from the date of application, having regard to the relevant facts in subsection (3), whether to allow an extension for payment and if so:
- a) a period of extension of not more than twenty four (24) months,
  - b) the amount or installment amounts to be paid over the period in subsection (a);
  - c) the dates on which the installments in subsection (b) are to be paid, if applicable, and
  - d) any other term or condition which the Chief Financial Officer deems necessary;
- 18(5) Should the Customer wish to appeal against a decision of the Chief Financial Officer not to allow an extension applied for in terms of subsection (1) or any term or condition relating to an extension granted by the Chief Financial Officer, the Customer may submit an appeal and reasons in writing to the Municipal Manager, within twenty one (21) days from the date on which the Customer is notified of the decision of the Chief Financial Officer referred to in subsection (4).
- 18(6) The Municipal Manager must consider the appeal within fourteen (14) days from the date of the appeal and must notify the Customer of the decision within a reasonable time thereafter.

- 18(7) An extension of time for payment granted in terms of this section, is subject to the Customer signing the Acknowledgment of Debt.

**19. ILLITERATE PERSONS**

- 19(1) The Council must delegate a member or members of its staff to assist any person who is illiterate or for any other reason, requires assistance to complete any form prescribed or other document required in terms of this By-law, or to read or interpret any account, notice or document issued in this regard.

**20. DISPUTES**

- 20(1) A Customer who disputes a Municipal Account, must submit such dispute in writing to the Chief Financial Officer, stating the reasons for such dispute and any relevant facts, information or representation which the Chief Financial Officer should consider to resolve such dispute.

- 20(2) A dispute submitted in terms of subsection (1), shall not stop or defer the continuation of any legal proceedings already instituted, for the recovery of arrear payment relating to such dispute, unless the Chief Financial Officer decides otherwise.

- 20(3) The Chief Financial Officer will consider a dispute submitted in terms of subsection (1) and will inform the Customer of the decision in writing within fourteen (14) days from the date on which such dispute is submitted, together with reasons for such decision.

- 20(4) Should the Customer wishes to appeal against a decision of the Chief Financial Office, the Customer may submit an appeal and reasons in writing to the Municipal Manager, within twenty one (21) days from the date on which the Customer is informed of the decision of the Chief Financial Officer meant in subsection (3).

- 20(5) The Municipal Manager must consider the appeal within fourteen (14) days from the date of the appeal and must notify the Customer of the decision within a reasonable time thereafter.

**21. ILLEGAL CONNECTIONS**

- 21 (1) Any person who undertakes or allow or causes any other person to undertake an illegal connection, will be guilty of an offence.

- 21(2) A Customer who becomes aware of an illegal connection of the electricity supply or the water supply to a Property or Premises owned by or occupied by such Customer, must immediately notify the Council thereof in writing.

- 21(3) The Council will immediately disconnect any illegal connection and remove any wiring, piping or other equipment or installation relating to an illegal connection.

**22. INDIGENT PERSONS**

- 22(1) A Customer who has been classified as an indigent person in terms of the Council's policy relating to indigent persons, will remain subject to this By-law,

**23. PENALTIES**

- 23 (1) A person who fails or omits to do anything prescribed by this By-law or do anything prohibited in terms of this By-Law, will be guilty of an offence.
- 23(2) A person found guilty of an offence in terms of subsection (1) will be liable to a fine or imprisonment or both such fine and imprisonment.

**24. SHORT TITLE AND COMMENCEMENT**

- 24(1) This By-Law will be known as the Credit Control and Debt Collection By-law and shall commence on a date to be proclaimed.

**SCHEDULE****FORM 1 - SERVICE AGREEMENT****GREATER TZANEEN MUNICIPALITY****APPLICATION FOR SERVICES****FOR OFFICE USE ONLY**

Prev. Acc. No

Account Number

Application no.

**A. PARTICULARS OF CUSTOMER, IF A NATURAL PERSON**

1. Full names and surname

2. Title (Dr/Mr/Mrs/Ms)

3. ID Number (Must be presented)

4. Language Preference

5. Physical residential address

6. Name and physical address of employer

7. Postal address

8. Tel no: Work \_\_\_\_\_ Home \_\_\_\_\_  
 Cell \_\_\_\_\_ Email \_\_\_\_\_

9. Full names and ID. No of spouse/ partner

9.1 If Married - In Community (Please circle appropriate)

---

- Out Of Community

---

10. Furnish names and physical address of two relatives or persons, who have you have known you for more than a year.

a)

b)

11. Previous residential and work address

---

**B. PARTICULARS OF CUSTOMER, IF COMPANY, CLOSED CORPORATION OR TRUST**

**1. In the case of a Company or Closed Corporation**

a. The names and physical addresses of the Directors/Members

i)

ii)

b. Physical address of registered head office

c. Registration no.

d. Physical address of business

e. Names, addresses and telephone numbers of two trade references

i)

ii)

**2. In the case of a trust**

a. The registration number

b. The names and physical addresses of the Trustees

i)

ii)

iii)

c. The name and address of the Auditor

03160000

3. A resolution of the Company or Close Corporation or trust authorizing the deponent to sign this application must be attached hereto

**C. PARTICULARS OF PROPERTY OR PREMISES**

**1. Property**

**a. Name and unit**

\_\_\_\_\_  
 \_\_\_\_\_

**b. Street name and no**

\_\_\_\_\_  
 \_\_\_\_\_

**c. Township extension**

\_\_\_\_\_  
 \_\_\_\_\_

**2. Premises**

**a. Street name and no**

\_\_\_\_\_  
 \_\_\_\_\_

**b. Township extension**

\_\_\_\_\_  
 \_\_\_\_\_

**c. Name and unit**

\_\_\_\_\_  
 \_\_\_\_\_

**3. Plot, Agricultural Holding or Farm**

**a. Name and number (incl portion number) of Plot/Agricultural Holding or Farm**

\_\_\_\_\_  
 \_\_\_\_\_

**4. Properties occupied by person other than owner only**  
 (to be completed by owner/agent/occupier)

I/We \_\_\_\_\_ (owner) confirm that  
 \_\_\_\_\_ (occupier) has occupied/ will occupy the aforesaid premises on  
 \_\_\_\_\_ (YYYY-MM-DD)

I/We \_\_\_\_\_ (occupier), the Lessee of the above property undertake, in the event of my failing to pay for any services rendered to me by the Greater Tzaneen Municipality ("hereafter G.T.M.") by the due date, do hereby consent and authorize the G.T.M. to furnish the owner of the above property with any particulars or balance outstanding in respect of any account which I may have with the G.T.M. relating to the above property.

I/We \_\_\_\_\_ (owner/ ) of \_\_\_\_\_  
 \_\_\_\_\_ (property description) do hereby acknowledge and agree that I am jointly and severally liable with any occupier of the said property to the G.T.M., in terms of Section 118 of the Municipal Systems Act No. 32 of 2000, for any monies howsoever owing to the G.T.M. in respect of the said property provided that the G.T.M. notifies me thereof within a reasonable time after the due date.

Telephone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Date and stamp \_\_\_\_\_

Signature and capacity \_\_\_\_\_

OWNER

OCCUPIER \_\_\_\_\_

**D. CONDITIONS**

I/We agree to the conditions for the supply of water/electricity laid down in the bylaws governing the supply of water/electricity.

I/We the undersigned, acknowledge that I/we will be liable for payment of any Municipal Account rendered in the GREATER TZANEEN MUNICIPALITY. I/we undertake to give the GREATER TZANEEN MUNICIPALITY written notice of any change of address within fourteen (14) days.

If the Customer is a company, close corporation or Association, then the attached guarantee must be completed and submitted within seven (7) days from the date of signature.

I/We agree and give authority and permission to the Chief Financial Officer to make such enquiries and to access and obtain such information regarding the financial credibility of the Customer, from any Municipality or credit rating institution as the Chief Financial Officer may deem necessary to establish any payment risk which the Customer may pose or will pose in the future.

Signed at TZANEEN this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signature \_\_\_\_\_

**FOR OFFICE USE ONLY**

Water and electricity readings to be taken/ terminated at above mentioned address on 20 \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Meter book  
noMeter  
readingElectricity  
Meter no

Reading

Water  
Meter no

Reading

Executed by _____ on 20____/____/____  Signature _____ Capacity _____
--

**GUARANTEE**

We, the undersigned directors/ members/ co owners of the customer, hereby irrevocably guarantee and personally bind ourselves jointly and severally, as guarantors and co-debtors, for the payment of any amount due and payable by the customer to the Council and undertake to pay such an amount on demand by the chief financial officer.

1.Name	2.Name
Address	Address
Signature	Signature
Date	Date
3.Name	4.Name
Address	Address
Signature	Signature
Date	Date
5.Name	6.Name
Address	Address
Signature	Signature
Date	Date

( Alternatively the customer may submit to the council an irrevocable guarantee issued by a registered financial institution approved by the chief financial officer, to the amount of R \_\_\_\_\_ as security for the payment of any amount due and payable by the customer to the council.)

**FORM 2 - NOTICE OF VACATION OF OCCUPATION (OWNER)****GREATER TZANEEN MUNICIPALITY**

I/We hereby give notice of vacation as follows:

Account no.

**A. Particulars of Property/Premises:**

**Street Address:**

### Postal Address

Telephone no:

### B. Personal particulars of Occupier

**Full Names:**

**Current Address:**

**Future Address:**

**Telephone no.**

**Contact person (Name and Address)**

### C. Particulars of Vacation

Date on which property/premises will be or was vacated: \_\_\_\_\_

Date on which municipal services are to be terminated: \_\_\_\_\_

Date on which the owner become aware that the property/premises was vacated, if applicable.

**OWNER**

DATE \_\_\_\_\_

**FOR OFFICE USE ONLY**

Acc. No. \_\_\_\_\_

Arrears: \_\_\_\_\_ Date \_\_\_\_\_

Value of deposit R \_\_\_\_\_

Current account outstanding R \_\_\_\_\_

Debit/Credit: R \_\_\_\_\_

Electricity/Water supply terminated on \_\_\_\_\_

## FORM 3 - NOTICE OF NEW OCCUPIER FORM (OWNER)

## GREATER TZANEEN MUNICIPALITY

Acc no. \_\_\_\_\_ I/We the owners give notice of a new  
occupier, as follows:

**A. Particulars of Property/Premises:**

Street Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

**B. Particulars of new occupier:**

Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

Future Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact person (name and address) \_\_\_\_\_

**C. Particulars of occupation**

Date on which occupier will/has taken occupation: \_\_\_\_\_

Person to be responsible for payment of Municipal Account for electricity supply (owner  
or occupier)Person to be responsible for payment of Municipal Account for water supply  
(owner or occupier) \_\_\_\_\_

Date on which electricity/water supply to be connected to property/premises:

\_\_\_\_\_  
Owner\_\_\_\_\_  
Date

## FOR OFFICE USE ONLY

Acc. No. \_\_\_\_\_

Arrears: \_\_\_\_\_ Date \_\_\_\_\_

Deposit paid R \_\_\_\_\_

Current account outstanding R \_\_\_\_\_

Service agreement signed? YES / NO

**FORM 4 - NOTICE OF TERMINATION OF SERVICES****GREATER TZANEEN MUNICIPALITY****A. Personal particulars of Occupier**

Name of Occupier: \_\_\_\_\_

Title: \_\_\_\_\_

ID no: \_\_\_\_\_

Name and Address of Employer/Business: \_\_\_\_\_

Current Address: \_\_\_\_\_

**B. Particulars of Occupancy**

Date of termination of occupancy: \_\_\_\_\_

Date of termination of service agreement: \_\_\_\_\_

Future Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Address of Contact person: \_\_\_\_\_

Telephone of contact person: \_\_\_\_\_

Address of Contact person: \_\_\_\_\_

Telephone of contact person: \_\_\_\_\_

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature of occupier\_\_\_\_\_  
Date**FOR OFFICE USE ONLY**

Previous acc. no. \_\_\_\_\_

Account no. \_\_\_\_\_

Arrears: \_\_\_\_\_

Deposit amount R \_\_\_\_\_

Current balance R \_\_\_\_\_

Balance on date of termination: R \_\_\_\_\_

Debit/Credit R \_\_\_\_\_

**FORM 5 - APPLICATION FOR EXTENSION TO PAY ARREARS****GREATER TZANEEN MUNICIPALITY****1. Personal details**00009710  
1160000

Municipal account no : \_\_\_\_\_  
 Surname : \_\_\_\_\_  
 Name : \_\_\_\_\_  
 ID Number : \_\_\_\_\_  
 Citizenship : \_\_\_\_\_  
 Home Address : \_\_\_\_\_  
 Postal Address: : \_\_\_\_\_  
 Telephone Number (W) \_\_\_\_\_ (H) \_\_\_\_\_

## 2. Employers particulars:

Name and Address : \_\_\_\_\_  
 Tel: : \_\_\_\_\_  
 Monthly salary/income : \_\_\_\_\_  
 Monthly expenses : \_\_\_\_\_  
 Address of connection : \_\_\_\_\_  
 Amount applied for : \_\_\_\_\_

## 3. Existing and/ or previous accounts with financial institutions

Name of company	Branch	Account No	Rand per Month	Current/Paid Up / Settled
1.				
2.				
3.				
4.				
5.				

## 4. Bank details

Account type	Account No	Name of Account Holder	Bank and Branch
1.			
2.			
3.			

6. Are you insolvent or under administration? Yes/No \_\_\_\_\_

If so when Date: \_\_\_\_\_

7. Do you have any life insurance? Yes/No

Particulars: Company \_\_\_\_\_ Policy Number \_\_\_\_\_

8. If Occupant, name, address and telephone number of owner, telephone No

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

**9. Owners consent, to occupier's request for extension of time to pay this account**

(Signature) \_\_\_\_\_

(Owners are reminded of the fact that they remain liable for this debt in the event of an occupiers failure to pay set debt off)

**10. What was the reason for your account being in arrears?** \_\_\_\_\_

Have you applied for finance at a Bank? \_\_\_\_\_

Yes \_\_\_\_ No \_\_\_\_

What was the result? \_\_\_\_\_

**11. How do you suggest to pay off the arrears?**

Immediately R \_\_\_\_\_ Monthly R \_\_\_\_\_

Period: \_\_\_\_\_

Please provide any relevant fact, information, representation on a separate page and attach hereto. Current account and reconnection fees will also remain payable on due date.

I \_\_\_\_\_ hereby declare the above information to be true and correct.

\_\_\_\_\_  
Signature of customer\_\_\_\_\_  
Date**FOR OFFICE USE ONLY**

Payment record:

Has there been an arrangement before?  
\_\_\_\_\_Was the arrangement kept to?  
\_\_\_\_\_What is the current arrears?  
\_\_\_\_\_What is the average monthly account?  
\_\_\_\_\_Is there any other outstanding debt on closed accounts?  
\_\_\_\_\_

Acc. No \_\_\_\_\_ Amount \_\_\_\_\_

Acc. No \_\_\_\_\_ Amount \_\_\_\_\_

Acc. No \_\_\_\_\_ Amount \_\_\_\_\_

## FORM 6 - ACKNOWLEDGEMENT OF DEBT

## GREATER TZANEEN MUNICIPALITY

## ENTERED INTO BY AND BETWEEN

The Greater Tzaneen Municipality

(Hereinafter Referred To As The "Creditor")

and

---

(hereafter referred to as the "debtor")

## THE PARTIES AGREE AS FOLLOWS:

1. The debtor consents to Judgment being granted against him/her in terms of Section 58 of Act 32 of 1944 for the amount and interest calculated in terms of the sub-section 2 herein.
2. The debtor acknowledges indebtedness to the creditor in the amount of R\_\_\_\_\_ plus interest at \_\_\_\_\_% per annum calculated as from \_\_\_\_\_ in respect of the following cause of action (the mentioned amount and interest is hereinafter referred to as the "debt").
3. The debtor undertakes to pay the aforementioned debt together with costs which are hereinafter mentioned as follows:
  - i) Payments of R \_\_\_\_\_ per month which is payable to The Greater Tzaneen Municipality, P.O. Box 24 Tzaneen 0850, reference/ Account number \_\_\_\_\_
  - ii) The first payment must be paid on \_\_\_\_\_ and subsequent payments on or before the \_\_\_\_\_ day of every following month.
  - iii) To pay the full debt before or on \_\_\_\_\_
4. If the debtor neglects to pay any payment promptly in full on the due date, the full balance of the debt together with costs hereinafter mentioned, will immediately become due and payable and the creditor may take any legal action against the debtor in accordance with this agreement, any other cause of action, judgment, action or process which was already pending.
5. The debtor undertakes to:
  - i) pay the creditor's legal costs in connection with the drafting of this agreement;
  - ii) pay the Attorney and Client fees of the creditor (in respect of such costs which have already been incurred as well as any future costs which may become due) connected with the collection and payment of the debt and any legal action in connection thereof, on an Attorney and Client basis as set out in Rule 81 of the Rules of the Law Society of Transvaal, and
  - iii) pay the legal costs as prescribed in the Rules of the Magistrate's Courts Act in respect of legal action which the creditor may take against the debtor;

- iv) pay the tracing costs which the creditor has already incurred and in the future may incur in order to trace the debtor,
- v) pay Value Added Tax (VAT) on all amounts which he owes in accordance with this agreement in as far as such amounts are subject to VAT under this By Law.
6. The payments which the debtor makes shall be allocated as follows, namely first Attorney and Client costs as prescribed under aforementioned Rule 81, thereafter interest and lastly the capital of the debt.
7. The agreement is not a novation of any existing other debt or judgment or judgment debt and the creditor has the choice to hold the debtor liable in terms of this agreement or any other debt or judgment debt.
8. If the creditor or his attorney should request the debtor to make increased payments, and should he refuse or fail to do so, or does not respond to the request, the creditor will, with the existence and validity of all terms of this agreement, be entitled to take further steps against the debtor with the intention of recovering the increased payment or the payment of the full capital or part of the debt.
9. The debtor confirms that the following information is true and correct.

**Full Name:** \_\_\_\_\_

**ID no.** \_\_\_\_\_

**Residential address:** \_\_\_\_\_

**Business address:** \_\_\_\_\_

**VAT no:** \_\_\_\_\_

**P.O. Box** \_\_\_\_\_

**Company no.** \_\_\_\_\_

**Tel (H)** \_\_\_\_\_ **(W)** \_\_\_\_\_

**Spouse/ Partner:**

**Full names:** \_\_\_\_\_

**Business address** \_\_\_\_\_

**Tel no (W)** \_\_\_\_\_

**Income /Expenses**

**Salary -Husband/ Partner** \_\_\_\_\_ **Wife/ Partner** \_\_\_\_\_

**Expenses Per Month**

**Groceries** \_\_\_\_\_

**Water & lights** \_\_\_\_\_

**Rent** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**School fees** \_\_\_\_\_

**Shop Accounts** \_\_\_\_\_

**Other** \_\_\_\_\_

**Total Expenses** \_\_\_\_\_

**Assets:**

**Detail** \_\_\_\_\_ **Amount** \_\_\_\_\_ **Detail** \_\_\_\_\_

**Amount** \_\_\_\_\_

The debtor undertakes to, within fourteen (14) days after any of the above particulars have changed, notify and furnish the creditor or his attorney with the new particulars.

10. The debtor acknowledges and consents to:

- i) that any concession, condonation or relaxation of any nature whatsoever by the Creditor, of any of the conditions of this acknowledgement, shall in no way prejudice the Creditor's rights herein, and in particular the receipt of any payment after the date as set out in paragraph 3 above shall not be regarded as a waiver of the Creditor's rights
- ii) renounce the benefits of the legal exceptions *non numeratae pecuniae*, *non causa debiti*, *errore calculi* and revision of accounts, which the full meaning and effect whereof the debtor acknowledges himself to be acquainted with.
- iii) designate any of his/ her addresses as aforementioned as *domicilium citandi et executandi* for the delivery and/or service of any letter or document and further undertake to notify and advise the Creditor within seven (7) days of any change of address.
- iv) the jurisdiction of the Magistrate's Court if any action, application or law-suit arises out of this Acknowledgement of Debt.
- v) that an emoluments Attachment Order may be obtained against him/ her as stated in Section 65J(1)(d) of the Magistrate's Courts Act 32 of 1944, as amended, if any provisions of this acknowledgement are acknowledged.
- vi) that should any payments in terms of paragraph 3 above be made, before such payments are actually due, such payments will not be accepted as a payment in advance in accordance with the undertaking in terms of paragraph 3 hereof.
- vii) that the next payment on the following date shall be owing.
- viii) that this undertaking only becomes binding on the creditor upon the signature of said creditor or his agent.
- ix) give the Judgment Creditor or his/ her representative, authority to enquire from any Life Insurance Company to obtain information of the debtor's insurance and other relevant information.

Dated At \_\_\_\_\_ On This \_\_\_\_\_ Day Of \_\_\_\_\_ 20\_\_\_\_

As Witnesses:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

\_\_\_\_\_  
Debtor

\_\_\_\_\_  
On behalf of Creditor

MR N V MAAKE  
ACTING MUNICIPAL MANAGER

Municipal Offices  
P O Box 24  
TZANEEN  
0850

Notice No. : HR14/2004  
Date : 23/09/2004  
Provincial Gazette : 1/10/2004

**LOCAL AUTHORITY NOTICE 249****GREATER TZANEEN MUNICIPALITY****RULES OF ORDER AND PROBITY BY-LAW**

Notice is hereby given in terms of the provisions of Section 162 of the Constitution of South Africa, Act 108 of 1996, read with section 13 of the Municipal Systems Act 32 of 2000 that the Greater Tzaneen Municipality has by resolution approved the Rules of Order and Probity by-law with effect from 1 October 2004.

**BY-LAW**

To provide for the convening and conduct of council and committee meetings; to provide for order, voting procedures and reports to meetings; to provide for the attendance of the public at council and committee meetings; to provide for probity by councillors; and to provide for further matters incidental thereto.

**CHAPTER 1****DEFINITIONS****Definitions**

1.1 In this by-law, unless the context indicates otherwise –

**"Code of Conduct"** means the Code of Conduct for Councillors contained in Schedule 1 to the Systems Act;

**"Committees"** means the Executive Committee and Committees established by the Council;

**"Council"** means the Municipal Council of the Greater Tzaneen Local Municipality;

**"Councillor"** means the same as "Member";

**"Executive Committee"** means the Executive Committee of the Council elected in terms of section 43 of the Structures Act or as reconstituted in terms of sections 29(3) or 53 of the Structures Act.

**"Structures Act"** means the Local Government: Municipal Structures Act 117 of 1998, as amended;

**"Meeting"** means a meeting of the Council or of a committee of the Council;

**"MEC"** means the Member of the Executive Council responsible for Local Government in the Limpopo Province.

**"Member"** means an elected member of the Council;

**"Municipal Manager"** means a person appointed in terms of Section 82 of the Structures Act;

**"Ordinary Meeting"** means a meeting that is not a Special Meeting or an Urgent meeting;

**"Speaker"** means the member elected as chairperson of the Council in terms of section 36 of the Structures Act or any member elected as acting Speaker of the Council.

**"Special Meeting"** means a meeting referred to in section 2(1);

**"Systems Act"** means the Local Government: Municipal Systems Act No 32 of 2000.

"Structures Act" means the Local Government Municipal Structures Act No 117 of 1998.

"Urgent Meeting" means a meeting referred to in sections 2(2) or 2(3).

- 1.2 Any word or phrase in this by-law, other than a word or phrase defined in subsection 1, shall unless the context clearly indicates otherwise, bear the meaning of that word or phrase in the Structures Act or the Systems Act.
- 1.3 A word indicating the singular will include the plural.

## CHAPTER 2

### CONVENING OF COUNCIL MEETINGS

#### 2. Special and Urgent Meetings

The Speaker must convene:

- 2.1 A Special Meeting of the Council, when requested thereto in terms of section 29(1) of the Structures Act or required thereto in terms of section 29(3) of the Structures Act;
- 2.2 An Urgent Meeting of the Council when requested to do so by the Municipal Manager or the Mayor, if such Urgent Meeting is required to deal with a matter which, if not dealt with as soon as practical possible, will or may cause substantial harm or detriment to the Municipality, any person, any property or cultural or economic interest of any person;
- 2.3 An Urgent Meeting in the event of a local disaster to deal with any such matter in relation to or prescribed in the Disaster Management Act, Act no 57 of 2002, and;
- 2.4 A Special Meeting or an Urgent Meeting may take place at the same time with an Ordinary Meeting.

#### 3. Notice of Council meetings

- 3.1 The Speaker must determine the date, time and venue of all meetings of the council, and must ensure that an Ordinary Meeting takes place at least once every quarter.
- 3.2 The Municipal Manager must, subject to subsection 3.3, give at least seventy-two (72) hours' notice of such meetings to councillors, save when the Council meets to consider by-laws or the approval of the annual budget, in which event the Municipal Manager must give at least five (5) working days' notice of the meeting.
- 3.3 In the case of any Urgent Meeting, the Municipal Manager must give the councillors notice as long in advance as he or she is practically able to do in the circumstances.
- 3.4 The Municipal Manager must give notice of meetings of the Council, which must specify the place, time and date of the meeting and Agenda for the meeting, in the following manner:
- (a) Delivering such notice at the place of residence of every member or at any other place within the municipality, indicated in writing by the member;

- (b) Placing such notice in the shelf compartment at the municipal building, designated by the Municipal Manager for each member;
  - (c) Sending such notice by prepaid post to the member's postal address so that it will reach such member timeously in the normal course of postal delivery; or
  - (d) Sending such notice to an electronic mail address indicated in writing by the member, and
  - (e) In the case of a notice meant in subsection 3.3, the Municipal Manager must in addition endeavor to inform all members by telephone of the intended meeting.
- 3.5 Where the Municipal Manager has complied with the prescribed methods of notification, the fact that any member or members have not received notice of a meeting in accordance with this by-law, shall not affect the validity of any proceedings of that meeting.
- 3.6 The Speaker, in consultation with the Mayor, determines whether an Urgent Meeting is called or not.

**4. Business Limited by Notice of Council Meeting**

- 4.1 Subject to the provisions of section 19 of these Rules of Order, no business other than that specified in the notice of the Council meeting shall be transacted at the meeting.
- 4.2 A member may propose during a meeting that the provisions of section 19 of these Rules of Order is not applicable and shall state their reasons without debate regarding the merits of the urgent matter. The Speaker shall thereupon rule on the urgency.

**5. Order of Business of Ordinary Council Meeting**

- 5.1 The order of business of an ordinary Council meeting shall be as follows:
- 5.1.1 Opening
  - 5.1.2 Applications for leave of absence
  - 5.1.3 Official Notices
  - 5.1.4 Statements and communications by the Speaker
  - 5.1.5 Confirmation of minutes of previous meetings
  - 5.1.6 Statutory appointments and elections
  - 5.1.7 Questions of which notice has been given
  - 5.1.8 Reports of the Executive Committee
  - 5.1.9 Reports of Council Committees
  - 5.1.10 Petitions
  - 5.1.11 Deputations
  - 5.1.12 Motions
  - 5.1.13 Closure
- 5.2 The Speaker may, if deemed expedient, or at the request of a member, give preference to any item on the agenda.
- 5.3 The Speaker may, at any Council meeting when the item referred to in section 5.1.4 is called and without notice, make any statement or read any communication.

**6. Motions**

- 6.1 Any committee or councillor may submit a motion for adoption by the Council.
- 6.2 A motion for the review of a decision taken by a political structure, political office bearer, councillor or staff member in terms of delegated power, shall be submitted to the relevant political structure, political office bearer, councillor or staff member, who may provide reasons for or comments regarding such decision to the Municipal Manager within four (4) days from the date on which the motion is so submitted.
- 6.3 The motion must be in writing and the chairperson of the relevant committee or the relevant councillor, as the case may be, must sign it.
- 6.4 All motions must be submitted to the Municipal Manager and must be received at least fourteen (14) days before the Council meeting, and in the case of a councillor supported by written secondment by another councillor.
- 6.5 A motion must –
- 6.5.1 Set out in precise terms the decision required of the Council as well as a motivation of why such decision is required;
  - 6.5.2 Include a draft decision which is legal and within the Council's executive and legislative power;
  - 6.5.3 Provide sufficient information to sustain the decision required;
  - 6.5.4 Be in accordance with the Council's budget and integrated development plan, unless the motion specifically involves a change in the budget or integrated development plan.
  - 6.5.5 If it is a motion meant in subsection 6.2, include if applicable, the supporting signatures of at least one quarter of the councillors;
- 6.6 The Municipal Manager must refer the motion to the Executive Committee, together with a report on the subject matter;
- 6.7 The Councillor who submits the motion may at his or her own request or of the Mayor, address the Executive Committee on any matter relating to such motion;
- 6.8 The Executive Committee shall consider the motion and refer it to the Council, together with a recommendation.

**7. Questions**

- 7.1 Any councillor may submit a question relating to any matter in order to solicit views, opinions, intentions, explanations or information of a political nature.
- 7.2 Such question must be in writing, signed and dated by the member, specifying the date of the meeting where such question is to be asked.

- 7.3 The councillor must submit the question to the Speaker at least six (6) working days before the date of the meeting.
- 7.4 The Speaker must include the question in the agenda of the Council meeting.
- 7.5 The Speaker decides which councillor must respond to a question and if the Councillor is unable to respond immediately, when such response must be placed before the Council.
- 7.6 No member may re-submit a question relating to any matter if that question had been considered during the previous three months.
- 7.7 A question, which relates to another matter on the agenda, may at the discretion of the Speaker, be dealt with together with such other matter.

### CHAPTER 3

#### THE CONDUCT OF COUNCIL MEETINGS

##### 8. The Role of the Speaker

- 8.1 The Speaker chairs all Council meetings.
- 8.2 In the event that the Speaker is for any reason not available to chair a meeting, an acting Speaker must be elected from among the councillors present.
- 8.3 The Speaker:
  - 8.3.1 In consultation with the Executive Committee and Municipal Manager prepares the agenda for Council meetings;
  - 8.3.2 Maintains order during meetings;
  - 8.3.3 Ensures compliance with the Code of Conduct for Councillors and the Council's rules of order;
  - 8.3.4 Ensures that meetings are conducted in accordance with these by-laws
  - 8.3.5 Ensures that members conduct themselves in a dignified and orderly manner;
  - 8.3.6 Ensures that members of the public attending any meetings of the municipal council conduct themselves in an orderly manner and obey any rulings made by the Speaker;
- 8.4 The ruling of the Speaker in regard to the application of this Chapter and any other procedural matters is final and binding on the meeting.

##### 9. Attendance register

- 9.1 Every member attending a meeting shall sign his or her name in the attendance register kept for this purpose.

**10. Quorum**

- 10.1 The quorum of a meeting of the Council is a majority of the number of councillors of the Municipality.
- 10.2 Whenever there is no quorum, the commencement of the meeting must be suspended for no more than thirty minutes, and if at the end of that period there is still no quorum, the Speaker may further suspend the meeting for such period as he or she deems fit.
- 10.3 If after the period referred to in subsection 10.2, a quorum is still not available, the Speaker shall adjourn the meeting, and inform the Municipal Manager of the new date, time and place for the adjourned meeting.
- 10.4 In the absence of the Speaker, the Mayor must perform the functions referred to in subsection 2, if an acting Speaker has not been elected. If after the initial suspension of thirty minutes neither the Speaker nor the acting Speaker or the Mayor is present, the meeting must be adjourned.
- 10.5 The Municipal Manager must give notice to all councillors of the place, time and date of the adjourned meeting at least seventy two (72) hours prior to such date.

**11. Agenda**

- 11.1 Subject to subsection 2 hereof, all meetings must be conducted according to the order in which the matters appear on the agenda before the Council, and only matters that are on the agenda may be debated, subject to section 19.
- 11.2 The Speaker, on good cause shown, may change the order of the matters appearing on the agenda and may allow further matters to be added to the agenda.
- 11.3 Matters, which are on the agenda for information only, and, subject to subsection 11.4, matters which have been dealt with under delegated powers, may be debated, but no decision can be taken on such matters.
- 11.4 Subsection 11.3 will not apply to a motion for the review of a decision taken under delegated powers meant in section 59(3) of the Systems Act, subject to any rights that may have accrued to any person.

**12. Address to the Council**

- 12.1 (a) A member may only address the Council when allowed thereto by the Speaker.
- (b) A member must stand when speaking and must address the Speaker.
- (c) A member must immediately stop speaking and sit down when a point of order is raised or instructed thereto by the Speaker, until such member is allowed by the Speaker to continue the address.
- (d) A member may not interrupt the Speaker and must immediately stop speaking when the Speaker speaks.
- 12.2 A member must immediately being instructed thereto by the Speaker, stop to address the Council;
- 12.3 A member when allowed thereto may not address Council for more than five minutes on any matter before the Council, unless allowed such extension of time by the Speaker as the Speaker may deem appropriate, but at any rate for not more than fifteen minutes in aggregate;

12.4 The Speaker may disallow any address to the Council which is a repetition of what has been said or which is not relevant to the matter before the Council.

12.5 The Speaker must allow a matter before the Council to be debated and issues relevant to the matter, to be raised, in a manner allowing inclusive of a variety of arguments and viewpoints.

12.6 The Speaker must, after a matter before the Council has been debated and views aired to the extent that the Speaker deems expedient, and consensus cannot be reached on a decision on the matter, put the matter to the vote in the prescribed manner.

**13. Recommendations**

13.1 A matter submitted to the Council for resolution, must include a recommendation which may be adopted by Council as a resolution;

13.2 Despite subsection 1, a recommendation requiring the election or nomination of members, may request the Council to so elect or nominate members.

**14. Secondment**

14.1 A recommendation, petition or motion may only be considered by the Council if seconded by a member of the Council other than the member who submitted such recommendation, petition or motion;

14.2 A recommendation submitted by the Executive Committee shall be deemed to be properly seconded.

**15. Decisions**

15.1 Subject to the provisions of subsection 2, all decisions will be taken by a supporting vote of the majority of the votes cast.

15.2 The following matters must be determined by a decision taken by a supporting vote of a majority of the members of the Council:

- (a) the passing of by-laws;
- (b) the approval of budgets;
- (c) the imposition of rates and other taxes, levies and duties;
- (d) the raising of loans; and
- (e) the approval, amendment or revision of an integrated development plan.

15.3 Voting shall take place in the manner provided for in Chapter 6.

15.4 The dissent or abstention of any member must, if that member so requests, be recorded in the minutes of the meeting.

15.5 A decision in regard to the passing of a by-law or the approval, amendment or revision of an integrated development plan, will not be taken unless a draft thereof have been open for inspection by councillors, at the office of the Municipal Manager, from at least eight (8) days prior to the meeting.

**16. Resolution**

The Speaker must disallow any recommendation, presentation, petition or motion, which if adopted as a resolution or which may lead to a resolution being adopted, that will result in an unlawful resolution being taken.

**17. Procedural motions**

17.1 When a matter is under discussion at any meeting of the Council, no further debate must be allowed if any of the following procedural motions are accepted:

17.1.1 that consideration of the matter be adjourned and resumed at a place, date and time determined by the Council;

17.1.2 that the meeting of the Council be adjourned and reconvened at a time determined by the Speaker;

17.1.3 that the matter be referred back to a committee; or

17.1.4 that the matter should be decided immediately.

**18. Point of order**

18.1 A member may raise a point of order at any time by addressing the words: "On a point of Order" to the Speaker.

18.2 A member addressing the Council at the time when a point of order is raised must immediately become silent until the Speaker has ruled on the point of order.

18.3 The member raising the point of order must, without referral to any matter other than the grounds for the point of order, state such grounds.

18.4 A point of order may only be raised in regard to a procedural irregularity.

18.5 The Speaker must without any further debate rule on such point of order, including making such determination as may remove the irregularity to which the point of order refers.

**19. Urgency**

19.1 The Municipal Manager or Executive Committee may at a meeting raise any urgent matter for decision by the Council.

19.2 A matter is urgent when the decision required could, in the opinion of the Municipal Manager or Executive Committee prejudice the Council or its operation in the event that it is delayed.

- 19.3 The decision required must be in writing and may be submitted to the Speaker by the Municipal Manager or Executive Committee at the meeting.

20. **Minutes**

- 20.1 The Municipal Manager must ensure that all resolutions of the Council are recorded in a minute book, and that resolutions adopted by the Council in closed meetings are recorded in a separate minute book.
- 20.2 The correctness of the minutes must be considered and adopted at the next meeting.
- 20.3 If there is a dispute about the contents of the minutes:
- 20.3.1 The relevant debate, if it had been mechanically recorded, must be transcribed;
- 20.3.2 The Municipal Manager must submit a report to the Council setting out his or her recollection of the debate; and
- 20.4 After considering the report, the Council may by vote decide on the minutes, with only those councillors who were present at the time of the disputed debate being entitled to vote in the event that it was not recorded.
- 20.5 The Municipal Manager must ensure that the minutes record:
- (a) the names of members attending any meeting,
  - (b) the names of members who are absent; and
  - (c) the names of members who have been granted leave of absence.

**CHAPTER 4**

**THE CONVENING AND CONDUCT OF COMMITTEE MEETINGS**

21. **The appointment of committees**

- 21.1 The Council may determine the number and purpose of committees required, in terms of section 79 of the Structures Act.
- 21.2 The Executive Committee may determine and report to Council the number and purpose of committees required, in terms of section 80 of the Structures Act.
- 21.3 The Council must determine the number of members of a committee, having due regard to the need to ensure a fair distribution of the workload among its members.
- 21.4 The Council must determine in an equitable manner a division of seats on a committee to ensure representivity of political and other interests on the committee.
- 21.5 If there are more nominations for a committee than seats available on such committee, an election must be held.
- 21.6 The Speaker will consider nominations with due regard to representivity.

**22. The Chairperson**

- 22.1 The Chairperson of the Executive Committee is the Mayor.
- 22.2 In the event that the Mayor is not available for any reason, a councillor designated in writing by the Mayor shall chair the meeting, or if the Mayor did not so designate, a member of the Executive Committee elected by the Executive Committee.
- 22.3 All other committees will be chaired by the person elected by the Council to do so.
- 22.4 In respect of committees mentioned in subsection 3 above, in the event that the chairperson is not available for any reason, an acting chairperson must be elected from among the councillors present.
- 22.5 The chairpersons of all the committees mentioned in this section must:
- (a) maintain order during meetings;
  - (b) ensure that meetings are conducted in accordance with these by-laws;
  - (c) ensure that members of the public attending any meetings conduct themselves in an orderly manner and obey any rulings made by the chairperson.
- 22.6 The ruling of the chairperson in regard to the application of this chapter and any other procedural matters is final and binding on the meeting.

**23. Notice of meetings**

- 23.1 The respective chairpersons must determine the date, time and venue of committee meetings in consultation with the Municipal Manager, and must ensure that such meetings takes place as often as is reasonably required in order to effectively perform its functions.
- 23.2 The Municipal Manager must give at least forty-eight hours' (48) notice of such meetings to the committee members in the same manner as meant in section 3(4).
- 23.3 In the case of any urgent meeting, the Municipal Manager must give the committee members notice as long in advance as he or she is practically able to do.
- 23.4 The fact that any member or members have not received notice of a meeting in accordance with these by-laws shall not affect the validity of any proceedings of that meeting.
- 23.5 The chairperson will determine whether any meeting is urgent or not.
- 23.6 The chairperson must, after receiving a written request signed by a majority of the members of any particular committee, call a meeting of that committee.

**24. Quorum**

- 24.1 The quorum for a meeting of any committee excluding the Executive Committee is a majority of its members.

24.2 Whenever there is no quorum, the commencement of the meeting must be suspended for no more than thirty minutes, and if at the end of that period there is still no quorum, the chairperson adjourns the meeting to another time, date and venue at his or her discretion.

24.3 In the absence of the chairperson, the meeting will adjourn thirty minutes after the commencement time if a quorum is not present.

24.4 The Municipal Manager must inform each member of the adjourned meeting of the place, time and date to which the meeting has been adjourned.

**25. Agenda**

25.1 Subject to subsection 2, all meetings must be conducted according to the order in which the matters appear on the agenda before the committee, and only matters that are on the agenda may be debated.

25.2 The chairperson, on good cause shown, may change the order of the matters appearing on the agenda and may allow further matters to be added to the agenda.

**26. Decisions**

26.1 All decisions shall preferably be taken on the basis of consensus, and if not possible, by a supporting vote of the majority of the members present at any committee meeting.

26.2 The dissent or abstention of any committee member must, if that member so requests, be recorded in the minutes of the meeting.

**27. Minutes**

27.1 The chairperson must ensure that all resolutions of the committee are recorded in a minute book, and that resolutions adopted by the committee in closed meetings (where applicable) are recorded in a separate minute book.

27.2 The correctness of the minutes must be considered at the next meeting, failing which, at the meeting thereafter.

27.3 The chairperson must ensure that the minutes record:

- (a) the names of members attending any meeting;
- (b) the names of members who are absent; and
- (c) the names of members who have been granted leave of absence.

**28. Motions**

28.1 All motions must be submitted to the chairperson of the relevant committee and must be received by him or her at least four days before the committee meeting.

28.2 The member who submits the motion must sign it.

28.3 The motion must -

- (a) set out in precise terms the decision required of the committee as well as a motivation of why such decision is required;
- (b) require a decision which is legal and within the committee's delegated powers (if any);
- (c) provide sufficient information to sustain the decision required, and be in accordance with the council's budget and integrated development plan, unless the motion specifically involves a change in the budget or integrated development plan.

**29. Procedural motions**

29.1 When a matter is under discussion at any committee meeting, no further debate must be allowed if any of the following procedural motions are accepted:

- (a) that consideration of the matter be adjourned and resumed at a date and time determined by the committee;
- (b) that the meeting of the committee be adjourned and reconvened at a date and time determined by the chairperson.

**30. Executive Committee**

30.1 In giving effect to the powers and functions set out in section 44 of the Structures Act, the Executive Committee must –

- (a) meet as often as is reasonably required in order effectively to perform its functions, but not less often than once every month;
- (b) keep minutes of all its meetings, which minutes it must, after they have been adopted, be forwarded to the Council.

**31. Duties of Committees**

31.1 The Mayor and Executive Committee must report in writing to the Council regularly with regard to their activities, and no less often than once a quarter.

31.2 A report to the Council by the Executive Committee on a matter not finalized by the Executive Committee, including a report from another committee, shall contain a recommendation which may be adopted by the Council as a resolution.

31.3 The other committees must report in writing to the Executive Committee with regard to their activities, at least once a month, and each report for consideration by the Council shall contain a recommendation which may be adopted by the Council as a resolution;

31.4 The Municipal Manager must ensure that minutes are kept of all meetings of committees, copies of which must, once adopted, be forwarded -

- (a) in the case of the Executive Committee, to the Council;

- (b) In the case of the other committees, to the Executive Committee.

32. Venue

Committee meetings will take place at a venue indicated by the Municipal Manager.

33. Chairperson has casting vote

In the event of an equality of votes, the chairperson exercises a casting vote.

34. Attendance at committee meetings

34.1 The Speaker, the Mayor and councillors have the right by giving twelve (12) hours prior written notice thereof, to attend meetings of any committees of which they are not members, subject to the chairperson's permission. The chairperson may on good cause disallow such attendance by giving notice of the decision to the councillor concerned.

34.2 Such councillor may only address the committee with the leave of the chairperson, and have no right to vote.

**CHAPTER 5**  
**VOTING PROCEDURE**

35. Voting

35.1 Every recommendation, motion or proposal shall be submitted to the Council by the Chairperson who shall call upon the members to indicate by a show of hands whether they are for or against such recommendation, motion or proposal and the Chairperson shall thereupon declare the result of the voting.

35.2 After the Chairperson has declared the result of the voting in terms of subsection 1, a member may demand that his or her vote be recorded against the decision; or

35.3 By raising and putting a demand to the Chairperson that a division of votes be recorded.

35.4 When a division in terms of subsection 3 is demanded, the Chairperson shall accede thereto. A bell shall be rung for at least one minute; whereupon all entrances to the chamber shall be closed and no member shall thereafter leave or enter the chamber until after the result of the division has been declared.

35.5 After expiry of the period contemplated in subsection 4 the recommendation, motion or proposal shall again be put by the Chairperson and thereafter the Chairperson shall declare the result of the division.

35.6 A division shall take place in a manner whereby the vote of each member shall be taken separately by name and recorded in the minutes by the Municipal Manager.

35.7 When a division takes place in accordance with the preceding provisions, every member present, including the Chairperson, shall be obliged to record his or her vote for or against the motion or proposal.

35.8 A member demanding a division shall not leave the chamber before such division has been concluded.

- 35.9 Should there be an equality of votes in respect of a proposal which is being put in terms of this section, the matter shall be referred back to the Executive Committee for consideration.

## CHAPTER 6

### REPORTS

#### 36. Submission

- 36.1 The Council may instruct the Municipal Manager to submit to it a report on any matter, which the Council may deem necessary, and the Municipal Manager shall submit such report at the next general meeting of the Council.
- 36.2 The Executive Committee may instruct the Municipal Manager to submit to it a report on any matter, which the Executive Committee may deem necessary and the Municipal Manager shall submit such report at a meeting on a date indicated by the Executive Committee.
- 36.3 The Municipal Manager may submit a report on any matter, which the Municipal Manager deems necessary, to the Executive Committee or to another committee and if so requested by the Municipal Manager such report shall be included in the agenda of the next general meeting of the Council.
- 36.4 A report referred to in 1, 2 and 3 above must include a recommendation by the Municipal Manager.

## CHAPTER 7

### PUBLIC ACCESS

#### 37. Meetings open to the public

- 37.1 Subject to subsection (4), members of the public have the right to attend all Council- and committee meetings.
- 37.2 The Municipal Manager must put up a notice on the notice boards in the Greater Tzaneen Municipality buildings on which appear, in the Municipality's designated languages, the time, date and place and, subject to subsection (5), agenda of all Council meetings and all committee meetings.
- 37.3 Save where he or she is precluded by the urgency of the meeting from doing so, the Municipal Manager must give notice, by publication in at least the local or regional newspaper and in the Municipality's designated languages, of the time, date, place, and agenda of all Council meetings.
- 37.4 Subject to the provisions of section 20(2) of the Systems Act, the Speaker, in the case of the Council, or the Mayor, in the case of the Executive Committee, or the chairperson, in the case of any other committee, may close a meeting or part of the proceedings of a meeting of the relevant body to the public if, in the opinion of the Speaker, Mayor or chairperson, as the case may be:
- (a) there might otherwise be unreasonable disclosure to the public of personal information regarding any person;
  - (b) trade secrets of any person might otherwise be disclosed;
  - (c) information which had been supplied in confidence by any person might be disclosed, and such disclosure could reasonably be expected to put such person at a disadvantage in contractual or other negotiations or to prejudice such person in commercial competition;

- (d) information might be disclosed and such disclosure would give rise to an action for breach of a duty of confidence owed to any person in terms of an agreement;
- (e) information might be disclosed and such disclosure could reasonably be expected to endanger the life or physical safety of any person, or would be likely to prejudice or impair the security of a building, structure or system, means of transport or any other property;
- (f) information might be disclosed which is privileged from production in legal proceedings;
- (g) information might be disclosed which contains trade secrets of the Municipality; or financial, commercial, scientific or technical information, other than trade secrets, the disclosure of which would be likely to cause harm to the commercial or financial interests of the Municipality; or the disclosure of which could reasonably be expected to put the Municipality at a disadvantage in contractual and other negotiations or to prejudice it in commercial competition; or
- (h) information might be disclosed about research being or to be carried out by or on behalf of any person or the Municipality and the disclosure of such information would be likely to expose any person or the Municipality or the subject-matter of the research to serious disadvantage.

37.5 Should the Speaker, Mayor or chairperson, as the case may be, declare a meeting closed in terms of subsection (4), all persons except the councillors who are members of such meeting and members of staff allowed thereto by the Speaker, Mayor or chairperson, as the case may be, shall immediately vacate the room where the meeting is held, until such time as they are allowed back into the room by the Speaker, Mayor or chairperson, as the case may be.

**38. Public to address the Council**

- 38.1 The Speaker may in his or her discretion grant any person the opportunity to address any meeting of the Council, provided that a request to do so is in writing and clearly states the matter in respect of which the person wishes to address the meeting.
- 38.2 In exercising his or her discretion as aforesaid, the Speaker should give particular consideration to the question of whether an address by such person might substantially assist the Council in coming to a decision on any particular matter before it.
- 38.3 In granting a person such an opportunity, the speaker may impose such conditions as he or she may deem fit.
- 38.4 If the speaker is of the view that the person should rather address a committee of the Council, he or she must refer such request to the chairperson of the relevant committee, who similarly has a discretion, to be exercised in the matter set out herein, as to whether or not to permit such an address, and furthermore may impose such conditions as he or she may deem fit in the event that an opportunity is granted to such a person.

**CHAPTER 8**

**PROBITY**

**39. Application**

The provisions of this part apply to all councillors, whether in their capacity as members of the Council or of any committee of the Council.

**40. Attendance at meetings**

- 40.1 A councillor who is unable to attend a meeting of the Council or of a committee must apply to the Speaker or the chairperson, as the case may be, for leave not to attend such meeting.
- 40.2 Such application, stating the reasons for the absence, must be in writing and must be given to the Speaker or chairperson by no later, in the case of Council meetings, than forty-eight hours and, in the case of committee meetings, than twenty-four hours before the meeting is to take place.
- 40.3 If for any reason it is not possible to give notice of absence as aforesaid, or in the case of an Urgent Meeting, then the application must in any event be given as soon as possible, together with a written explanation of why the application could not be given timeously.
- 40.4 It is in the sole discretion of the Council or the committee chairperson, as the case may be, whether or not such application should be granted.

**41. Sanctions for non-attendance of meetings**

- 41.1 In the event that a councillor fails to attend a meeting, and either did not make application as required by section 40 or made application but such application was refused, such councillor may be found guilty by the Council of acting contrary to the provisions of this by-law read with the Code of Conduct and, on such a finding being made, may be fined an amount not exceeding R2.000-00.
- 41.2 In the event of a councillor being found guilty for being absent from three consecutive meetings of the Council or of the relevant committee, he or she shall be removed from office as a councillor with the approval of the MEC.
- 41.3 A recommendation of whether or not the councillor is guilty as aforesaid and, if so, what the appropriate sanction is, must be made by a committee of five councillors appointed by the Speaker to assist him or her for that purpose. The decision that the councillor is to be removed from office has no effect unless confirmed by the MEC.
- 41.4 The committee must hold an enquiry into the councillor's absence as soon as possible after its appointment, and must provide to such councillor a full opportunity to address the committee or make representations regarding such councillor's absence and/or to address the committee or make representations regarding a lesser sanction than the ones permitted by subsection (1) and (2) hereof.
- 41.5 Any punitive measures proposed against a councillor, must be approved by council before implementation.

**42. Gifts**

All gifts received by councillors from any person other than the councillor's immediate family and having a value in excess of R100-00 must within sixty days (60) from the date of receipt be declared by such councillor in writing to the Municipal Manager.

**43. Full-time councillors**

43.1 Any full-time councillor who wishes to undertake any other paid work must submit an application in writing to the Municipal Manager.

43.2 The application must include at least the following information:

- (a) the name of the person for whom the work will be done;
- (b) the nature of the work;
- (c) duration of the work; and
- (d) amount of the remuneration for the work.

43.3 On receipt of such an application, the Municipal Manager must ensure that it is tabled at the next meeting of the Council for consideration and a decision.

**CHAPTER 9****ALLEGED MISCONDUCT****44. Procedure to Investigate Alleged Misconduct**

44.1 If the Speaker, on reasonable suspicion, is of the opinion that a provision of the Code of Conduct as contained in Schedule 1 of the Systems Act has been breached, the Speaker will establish a committee to investigate such breach.

44.2 The Speaker shall chair the committee meant in Section 44.1.

44.3 If the Speaker is implicated in any contravention of or failure to comply with the Code of Conduct, the functions in this procedure will be performed by the Mayor and if he or she is also implicated, then by a member appointed by Council.

**45. Right to Reply**

45.1 A member against whom such investigation is conducted has the right to reply to the allegations against them.

45.2 A member against whom such investigation is conducted after being requested to do so by the Speaker, must furnish the Speaker with his or her comments within reasonable time.

**CHAPTER 10****BY-LAW PROCESS****46. Introduction of draft by-laws**

A draft by-law may only be introduced by a member or a committee of the Council; subject thereto that such draft shall only be introduced after submission thereof to the Executive Committee.

**47. Introduction by member**

- 47.1 A member introduces a draft by-law by submitting it together with a memorandum on the objects of the by-law to the Speaker.
- 47.2 The Speaker must on receipt of a draft by-law, present it together with any comments received in terms of sub-section 3, to the Executive Committee for consideration.
- 47.3 The Speaker must obtain the comments of the Municipal Manager on the contents of the draft by-law and may solicit the comments of any person.
- 47.4 The Executive Committee must within 3 months of receipt of a draft by-law from the Speaker, consider the matter and submit a report to the Council.

**48. Introduction by Executive Committee**

- 48.1 The Executive Committee may on own volition or after considering a request from the Municipal Manager or a committee, introduce a draft by-law.
- 48.2 If the Executive Committee on own volition decides to introduce a draft by law, it shall obtain the comments of the Municipal Manager on the contents thereof and may solicit the comments of any person thereon.
- 48.2 The Executive Committee shall submit a report on its proposal to introduce a draft by-law to the Council in the form referred to in section 51(1).

**49. First introduction to Council**

- 49.1 A draft by-law introduced by a member or the Executive Committee shall be reported to the Council in the following form –
- (a) an executive summary of the draft by-law;
  - (b) a memorandum on the objects of the by-law;
  - (c) the need to regulate the conduct proposed in the draft by-law;
  - (d) the contents of the proposed by-law;
  - (e) other by-laws that must be repealed or amended if the draft by-law is adopted;
  - (f) any relevant comments or proposals, and
  - (g) a recommendation.
- 49.2 Council after considering the report referred to in sub-section (1) must decide to either reject the proposed by-law, to refer it back to the Executive Committee or any other committee for reconsideration or to provisionally pass it, with or without amendment.
- 49.3 When the Council has rejected a proposed by-law no further by-law of the same substance may be introduced within a period of 6 months from the date of rejection.
- 49.4 When a proposed by-law has been provisionally passed, it must be advertised for public comment.

**50. Publication**

50.1 The Municipal Manager must as soon as possible after Council has provisionally passed a by-law, publish the draft by-law for public comment in at least two (2) newspapers, in such a manner that the public will have the opportunity to make representations with regard thereto.

50.2 The publication must be in at least three (3) of the official languages of the province.

**51. Second introduction to Council**

51.1 The Municipal Manager must as soon as possible after the closing date for public representations, submit a report to the Executive Committee together with:

- (a) a copy of the proposed by-law;
- (b) copies of the advertisements in which the public was invited to make representations;
- (c) any comments received from the public; and
- (d) any other comments from the administration.

51.2 The Executive Committee must consider the report by the Municipal Manager and advise the Council to either pass the by-law, pass the by-law in an amended form or reject it.

51.3 When the Council has rejected a draft by-law, no by-law of the same substance may be introduced within a period of six (6) months from the date of rejection.

51.4 When a proposed by-law has been passed, it must be advertised in the Provincial Gazette.

**CHAPTER 11**

**GENERAL**

**52. Interpretation of Rules of Order**

52.1 Any member may request that the ruling of the Chairperson regarding the interpretation of the Rules of Order be recorded in the minutes and a register of such rulings shall be kept by the Municipal Manager.

52.2 The Chairperson shall sign the entry of each ruling given by him or her in the register referred to in Section 54.1

52.3 A member who has made a request in terms of Section 52.1, may verbally during that meeting or within five (5) days thereof in writing, require the Municipal Manager to submit the matter to the Executive Committee, in which event the Executive Committee shall consider the ruling and report thereon to the Council.

52.4 The Council may, on the recommendation of the Executive Committee, direct that the ruling of the

Chairperson be amended or substituted.

**53      Dress**

- 53(1) A member must when attending a meeting of the Council or a committee, be dressed in such a manner as not to detract from the dignity of the meeting or the Council as a whole.
- 53(2) Without detracting from the generality of subsection (1), the following dress requirements must be observed by members, when attending meetings:
- (a) a member will not wear a shirt, blouse, jacket or other clothing apparel or appenditure on which appear a logo, words or picture of any kind, except that of the manufacturer of such shirt, blouse, jacket or other clothing apparel or appenditure, subject thereto that the Speaker may allow such logo, words or picture supporting a national humanitarian course.
  - (b) a member may not wear a T-shirt;
  - (c) a member may not wear short pants;
  - (d) a member may not wear sandals;
  - (e) a member may not wear clothes which is overly revealing of sexuality, and
  - (f) a member may not wear clothes which is dirty or torn.

**54.      Removal from meeting**

- 54.1 The Speaker or the chairperson of a committee, respectively, may instruct a person who causes a disturbance, is disruptive or uses abusive language during a meeting or otherwise refuses to comply with a request of the Speaker or Chairperson in regard to the good order of the meeting, to leave the room in which the meeting is held.
- 54.2 Any person who willfully disregards or fails to comply with an instruction of the Speaker or Chairperson referred to in subsection 2 shall be guilty of an offence and on conviction be liable to a fine of not more than R500-00 or imprisonment or both such fine and imprisonment.

**55.      Rules of order and probity by-laws**

This by-law shall be known as the Rules of Order And Probity By-laws.

**MR N V MAAKE**

*Acting Municipal Manager*

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