



KWAZULU-NATAL PROVINCE
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ISIFUNDAZWE SAKWAZULU-NATALI

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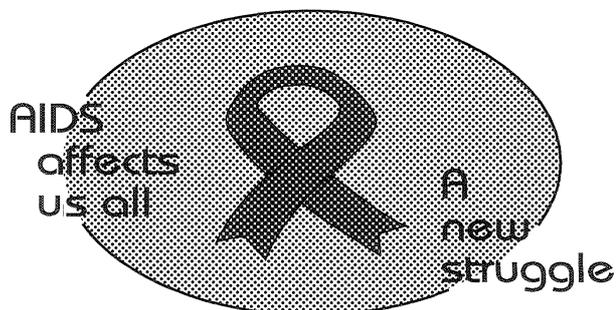
Vol. 6

PIETERMARITZBURG,

19 JULY 2012
19 JULIE 2012
19 kuNTULIKAZI 2012

No. 787

We all have the power to prevent AIDS



**AIDS
HELPLINE**

0800 012 322

DEPARTMENT OF HEALTH

Prevention is the cure

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MUNICIPAL NOTICES

No. 63

19 July 2012

UGU DISTRICT MUNICIPALITY

TARIFF OF CHARGES 2012/2013 WITH EFFECT FROM 1 JULY 2012 (EXCLUDING VAT)

1. **COUNCIL'S CHARGES FOR WATER SUPPLIED TO CONSUMERS**

- (a) All consumers with a private water connection will be liable for the payment of a basic cost irrespective if water is supplied or not. The basic cost shall be calculated by multiplying the quota of a consumer by the amount of the basic cost.
- (b) Charges for water supplied shall be calculated by multiplying the consumption of the consumer by the applicable tariff code, by category of consumer.
- (c) The following tariff and basic costs will be implemented on all accounts submitted on or after **1 July 2012** based on the quota as allocated to the meter.

CONSUMPTION CHARGE

1. **Properties zoned as Special and General Residential -Category A AND E**

	2012/2013	2011/2012
0 to 39 Kl	8.94	8.43
39.1 to 50 Kl	14.32	13.51
>50Kl	16.10	15.19

2. **Muli unit residential - Estates AND OTHER bulk users**

Total Monthly Quota as per Service Level Agreement- Category B

	2012/2013
For water consumption	6.32
For water drawn in excess of quota	16.10

3. **Commercial, Industrial or other- Category C**

For water consumption up to quota	8.94
For water drawn in excess of quota	17.87

4. **Special Category - Category D**

Basic to be determined as per Service Level Agreement
Water Consumption determined as per Service Level Agreement

BASIC CHARGE

Category A to D

- (d) A monthly basic charge per kilolitre quota (or part thereof) per day which cost shall be paid at Council's option by the consumer and/or legal owner of the property serviced by the meter – **R114.26**(2011/2012 R 107.79)
Consumers receiving a substandard service will receive a 75% rebate. (Rural consumers)

Category E

- (e) A monthly basic charge per kilolitre quota of **0.71 kilolitres** per day, which cost shall be paid at Council's option by the consumer and/or legal owner EARNING BETWEEN R 2360 AND R 4000,00 PER House Hold PER MONTH serviced by the meter – **R81.11**(2011/2012 R 76.52)

(f) **Water and Sanitation Basic Charges- other**

Category	Adjusted billing to
Schools	One Basic per meter + Charge per Kilolitre
Religious institutions & non profit organisations	One Basic per meter + Charge per Kilolitre
Sanitation rebate Earnings between R2360.00 – R4000.00	40% rebate
Industrial	Calculated Quota
Category E	Per house hold income R2360 - R4000
Category F	Indigent

2. **COUNCIL'S CHARGE FOR A NEW WATER AND SANITATION CONNECTION****2.1 WATER**

SIZE	2012/2013	2011/2012	% Increase
15 mm [Other]	3,542.22	3,341.72	6%
20 mm	3,974.55	3,749.58	6%
25 mm	5,154.38	4,862.63	6%
40 mm	8,062.20	7,605.85	6%
LARGER SIZES			
SIZE	2011/2012	DEPOSIT REQUIRED	
50mm	Cost plus 10%	10,070.00	
75mm	Cost plus 10%	11,130.00	
100mm	Cost plus 10%	12,190.00	
50mm combination	Cost plus 10%	13,250.00	

2.2 SANITATION

SIZE	2012/2013	2012/2013	% Increase
110mm standard connection, 6m from the boundary of the property to be connected	1398.47	1,319.32	6%
160mm Standard connection 6m from the boundary of the property to be connected	1,798.83	1,697.01	6%
OTHER TYPES OF SANITATION CONNECTIONS			
SIZE	2012/2013	DEPOSIT REQUIRED	
110mm under gravel, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Equivalent to 160mm standard connection	
160mm under gravel, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Equivalent to 160mm standard connection	
110mm under tarmac road, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Equivalent to 160mm standard connection	
160mm under tarmac road, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Equivalent to 160mm standard connection	

3. COUNCIL'S CHARGES FOR MISCELLANEOUS SERVICES

	SERVICE	2012/2013	2011/2012	% INCREASE
1.	Testing water meters 15 mm and 20 mm	901.91	850.86	6%
2.	Reconnection/Disconnection of supply	190.35	179.58	6%
3.	Reconnection of supply outside working hours	820.89	774.43	6%
4.	Restriction (Credit control	194.97	183.94	6%
5.	Disconnection (Credit control	454.94	429.19	6%
6.	Special meter readings	649.91	613.13	6%
7.	Inspection of leaks in terms of Section 23(c)	867.50	818.40	6%
8.	Any other service			6%
9.	For water drawn from an unmetered point of supply per hour or part thereof	662.92	625.40	6%
10.	For water drawn from a hydrant standpipe	8.43/kl	8.43/kl	6%
11.	Availability charge per fire hydrant standpipe	68.51 per month per fire hydrant	64.64 per month per fire hydrant	6%
12.	Water supplied by tanker less/equal to 6kl	937.49	884.43	6%
13.	Plan approval fee	206.25	194.58	6%
14.	Water & Sanitation Inspection Fee per visit	419.76	396.00	6%
15.	Pre Plan Approval Administration Fee	166.97	157.52	6%
16.	Clearance Certificates	216.79	204.52	6%
17.	Drainage Certificate Fee	170.46	160.82	6%
18.	Application in terms of New Planning Act	2,120.00	2,000.00	6%
19.	Town Planning Applications	206.25	194.58	6%

4. **WATER AVAILABILITY CHARGE** for the year 2012/2013 raised in terms of Section 10G(7) of the Local Government Transitional Act, and the regulations framed in terms of Section 47 of the Ordinance 27/63, the Council levy a uniform **WATER RATE** as set out hereunder, on all land subject to such rate, within local authority areas and townships within the defined areas of the former Lower South Coast and Umzinto Regional Water Services Corporations, for the financial year ending **30 June 2012**:

A UNIFORM CHARGE OF R1 411.78(2011/2012 R1 284.60) PER YEAR PER RATED LOT IRRESPECTIVE OF AREA.

The final date for payment of such charge shall be **30 NOVEMBER 2012**.

5. **COUNCIL'S CHARGES FOR SANITATION SERVICES**

		2012/2013	2011/2012	% INCREASE (DECREASE)
5.1	Waterborne Sanitation (All Areas) Residential Basic Charge (per unit / per property) Charge per kilolitre (water consumption) Conservancy with a Main line facility to Pay 2x basic fee	249.22 2.78 498.43	235.11 2.63 470.22	6% 6%
	<u>Industrial/ Commercial</u> Basic Charge (per quota) Charge per kilolitre	249.22 2.78	235.11 2.63	6% 6%
	For any sewage effluent delivered to the sewerage works for processing, per kilolitre or part thereof	20.89	19.71	6%
5.3	Conservancy Tank Clearances (All Ugu) Residential Basic Charge (per unit/ per property) Charge per kilolitre(water consumption)	249.21 2.78	235.11 2.63	6% 6%
	SINGLE RESIDENTIAL UNITS			
	▪ FIRST LOAD 100% OF APPROVED TARIFF -	290.36	237.93	6%
	▪ SECOND LOAD 70% OF APPROVED TARIFF-	176.54	166.55	6%
	▪ THIRD LOAD AND MORE 50% OF APPROVED	126.10	118.97	6%
	ON CONDITION THAT THERE IS A SPLIT OF GREY AND BLACK WATER As approved by a municipal inspector			
	Industrial/Commercial Basic Charge(per quota) Charge per kilolitre <i>Conservancy tank customers will receive one load per month included in the tariff</i>	249.21 2.78	235.11 2.63	6% 6%
5.4	Adhoc Vacuum tanker services (All Ugu) For each draw requested	396.23	373.81	6%
5.5	Removal of conservancy tank effluent: - - For the removal of conservancy effluent per load or part thereof after normal office hours (Monday to Friday).	1642.84	1,549.85	6%

		2012/2013	2011/2012	% INCREASE (DECREASE)
	An applicant for the supply of a conservancy service shall pay a deposit equivalent to the rand value of the number of estimated additional monthly draws anticipated.			
5.6	1) Conservancy tank additional draws are performed on a cash basis, unless there is a consumer account reflecting an appropriate deposit. 2) Conservancy tank draws shall be performed within 48 hours of request and/or confirmation of receipt of monies. 3) It is the responsibility of the person requesting a draw to get a reference number for follow-up queries.			
5.7	Septic Tank Charge: - Umdoni Municipality - Per Draw Provided: i) The septic tank must be located and exposed by the owner. ii) The effluent in the septic tank must be liquefied by the owner. iii) The septic tank must be accessible for removal. This service is performed on a cash basis only.	1,044.24	985.14	6%
5.8	Leachate Removal Charge: - Umdoni Municipality - Per Draw	176.01	166.05	6%
5.10	Sewerage Availability Charge	Raised monthly where vacant stand waterborne consumers are able to connect into sewer mains, at an amount equivalent to the monthly basic sewer charge.	Raised monthly where vacant stand waterborne consumers are able to connect into sewer mains, at an amount equivalent to the monthly basic sewer charge.	6%

SANITATION AVAILABILITY CHARGE FOR THE YEAR 2012/2013

A UNIFORM CHARGE OF R249.22X 12 = R2990.64 (2011/2012 R 2 821.31) PER YEAR PER RATED LOT PROVIDED SANITATION IS AVAILABLE

The final date for payment of such charge shall be **30 NOVEMBER 2012.**

6. Tariff of charges for GIS Copies of Maps – all prices excl vat

Size	Colour Copy	Back and White Copy	Standard photo Copy
A0	212.00	106.00	-
A1	159.00	79.50	-
A2	106.00	53.00	-
A3	63.00	31.80	5.30
A4	53.00	26.50	2.12
Electronic Soft copy on CD	53.00	-	-

7. PROPOSED NEW CAPITAL CONTRIBUTIONS FOR THE 2011/2012

SANITATION	
	COST PER QUOTA
INTERNAL NETWORK	
OUTFALL SEWER/PUMPING MAIN	R 7884.00
WASTE WATER TREATMENT WORKS	R 7489.80
TOTAL	R 15 373.80
ONE QUOTA = 1000 LITERS	
WATER	COST PER QUOTA
NETWORK	
DAM	R 2299.50
SUPPLY PIPELINE	R 2089.26
PUMPSATION	R 2969.64
RESERVOIR	R 2233.80
WATER PURIFICATION WORKS	R 2759.40
TOTAL	R 12 351.60
ONE QUOTA = 1000 LITERS	

CONTRIBUTIONS	SANITATION	
	WATER QUOTA	QUOTA
RESIDENTIAL 1		
SUB ECONOMIC (250 TO 400)	0.25	0.20
LOW (401 TO 700M ²)	0.60	0.50
MIDDLE (701 TO 900 M ²)	0.80	0.65
HIGH (901 TO 2000)	1.00	1.00
GRANNY FLAT	0.80	0.65
RESIDENTIAL 2 AND 3		
LOW (30 TO 60 M ²)	0.60	0.50
MIDDLE (61 TO 200 M ²)	0.80	0.65
HIGH (201 TO 500)	1.00	1.00
RESIDENTIAL 4 (HIGH RISE)	1.00	1.00
LOW (30 TO 50 M ²)	0.45	0.40
MIDDLE (51 TO 80 M ²)	0.60	0.50
HIGH (81 TO 200 M ²)	0.75	0.70
OFFICE /100M²	0.40	0.40
SHOPS/100M²	0.40	0.40

	WATER QUOTA	SANITATION QUOTA
CLINIC/BED	0.25	0.25
RETIREMENT VILLAGE/PERSON		
FRAIL CARE/PERSON	0.25	0.25
BEDSITTER/PERSON	0.25	0.25
UNITS/UNIT	0.50	0.50
OSTELS/PUPIL	0.15	0.15
CRECHE/PUPIL	0.02	0.02
SCHOOLS/PUPIL	0.02	0.02
HOSPITAL/BED	0.25	0.25
RESTAURANT/SEAT	0.09	0.09
WAREHOUSE(EXCL. OFFICE) /100 M ²	0.20	0.20
INDUSTRIAL(EXCL.OFFICE) /100M ²	0.40	0.40
CARAVAN PARK/SITE	0.60	0.5
CONFERENCE CENTRE/SEAT	0.09	0.09
GOLF ESTATE /HECTARE	5.00	0.00
SERVICE STATION/WORKSHOP/100M ²	0.40	0.40
B&B AND GUESTHOUSE/LODGE/ROOM	0.60	0.50
HOTEL/ROOM	0.60	0.60
CHURCH/RELIGIOUS INSTITUTIONS	1.00	1.00
HALLS AND CLUB HOUSES	1.00	1.00

8. **INDUSTRIAL EFFLUENT CHARGES**

- The charges payable by the owner or occupier, as the case may be, of the manufacturing premises for the use of the Council's sewers in respect of the discharge and conveyance therein of trade effluent from the manufacturing premises, including the use of the Council's sewage purification works for purification of the trade effluent, shall be determined in accordance with the provisions of this by-law. Accounts will be rendered as soon as possible after each period of six months ending on 31st December, or 30th June of each year and shall apply to such periods. Where during any such six monthly period there has been a change of ownership or occupancy necessitating an apportionment of the amount due to the Council, the Council will apportion the amount between the parties concerned in a manner proportionate to the quantity of trade effluent discharged during the relevant respective periods of ownership or occupancy. Nothing herein shall be construed as preventing the Council from submitting accounts on a monthly basis should such practice be considered more expedient by the Council.

The General Manager: Water Services may base the trade effluent charge as described in paragraph (p) section (a), on the highest COD of one, or more samples collected from the trade effluent sampling point.

The charge to be levied by the General Manager: Water Services in respect to trade effluent discharged into its sewers from manufacturing premises shall be assessed in accordance with the following formula: -

$$R = A + ((\text{COD}/1000) \times B)$$

WHERE

R is the rate in cents per kilolitre due to the Council.

A is the basic carriage tariff expressed in cents per kilolitre, determined annually in advance by the Council. The value of A is 4.42 (6%).

- B** is the basic treatment tariff expressed in cents per kilogram of COD, determined annually in advance by the Council. The value of B is 0.416 (6%).
- COD** is the chemical oxygen demand value expressed in milligram of COD per litre of effluent recorded in snap samples of effluent collected as and when deemed fit by the General Manager: Water Services.

The charges payable by the owner or occupier will also include any other charges as may be applicable.

- A copy of the methods of chemical analysis and testing procedures used to determine the COD for the purpose of calculating the charge equation described above shall be kept available by the General Manager: Water Services for inspection by the owner or occupier of any premises concerned. The method of chemical analysis will in all respects follow the STANDARD METHODS FOR WATER ANALYSES published by the SOUTH AFRICAN BUREAU OF STANDARDS being SABS METHOD 1048 – CHEMICAL OXYGEN DEMAND OF WATER.
- In the absence of any direct measurement, the quality of trade effluent discharged into the Council's sewers from any particular manufacturing premises during any period shall be estimated and determined by the General Manager: Water Services by reference to the quantity of water consumed on such premises during such period. The quantity of water consumed on such premises shall be determined by reference to the Council's water meters in the case of water obtained from the Council and by meter or by calculation in the case of water obtained from any other source, including water emerging from material processed on the premises. In determining the quantity of trade effluent so discharged, due allowance shall be made for the quality of water which it is estimated is used for domestic purposes including gardening on such premises or any other purpose not resulting in the discharge of trade effluent and for water lost by reaction or evaporation during any processes on the manufacturing premises concerned and for water present in the final products or materials produced on such premises and, generally, the District Municipality shall take into consideration such matters as will enable it to estimate for the purpose of the by-laws the quantity of trade effluent discharged as aforesaid during any given period.

Industries linked to water borne sewer will be liable for the sanitation basic fee and charges per kilolitre as per charges set, over and above the industrial effluent charge.

9. **ACCEPTANCE OF SEWAGE DELIVERED BY ROAD HAULAGE**

Description	2012/2013	2011/2012
	R	R
The charges for any sewage delivered for disposal to any Council facilities shall be assessed by an authorised officer in accordance with the prescribed tariff of charges:		
(a) Disposal of trade effluent from within the Council's area of jurisdiction delivered by private road tanker to Council facilities		
Per tanker load	549.05	517.98
(b) Disposal of trade effluent from without the Council's area of jurisdiction delivered by private road tanker to Council facilities		
Per tanker load	823.59	776.97

(c) Disposal of domestic effluent from within or without the Council's area of jurisdiction to Council facilities		
(i) delivered by private road tanker per kilolitre, measured as the nominal carrying capacity, of the tanker	137.27	129.50
(ii) delivered by private road haulage in drums per drum of capacity not exceeding 150 litres	27.45	25.90

11. **TARIFFS FOR INSTALLATION OF BASE TELECOMMUNICATION STATIONS**

The MONTHLY tariffs for the new installation and the renewal of existing leases of base telecommunication stations on municipal property shall be as per the below mentioned tariff of charges:

- R5,013.95 on property with an existing structure.

Tower erected on Municipal land (a Greenfield site)

- R2506.97 for Co-Locators (Sub-leases)

Billed to the main lessee, applicable to new leases signed or renewed after 1 July 2012

- R1002.79 for antennae's with no base stations

Dependant on technical criteria, frequency emissions and site size being no greater than 5m2

It should be noted that for a single installation, a lease agreement will be entered into with one service provider. In the event of co-use of telecommunications masts by cellular network providers, the primary service provider with whom the municipality entered into lease agreement will be responsible for the account.

12. **OFFENCES AND PENALTIES**

Any offences and/or penalties raised by the municipality shall be affected as per Part 7 (General Provisions), clause 34, of the Gazetted Water Services Bylaws, as adopted in terms of Section 21 of the Water Services Act, Act No. 108 of 1997.

13. **WATERBORNE SANITATION SPECIAL LEVY**

A special levy would be introduced in the areas which will benefit from the waterborne sewer development programme. However the sub-economic areas would be exempt from this levy.

14. **SPORTFIELDS AND MULTI – COURTS TARIFFS 2012/2013**

	SERVICE	2012/2013	2011/2012	% INCREASE (DECREASE)	
1	SOCCER FIELDS				
	1.1 Ad Hoc Daily Charges - Sporting Events (per field or part thereof).				
	1.1.1 Hire by clubs, associations, schools, welfare organisations and Religious Organisations If a gate levy or event fee is charged is charged then the hire fee will be either 15% of gross gate levy or the tariff , whichever is the greater. PER GAME				
	- FIELD A	R 499.70	R 471.42	6%	
	- FIELD B	R 346.41	R 326.81	6%	
	1.1.2 Hire by Professional clubs :				
	(i) Soccer Match - FIELD A	R 1,839.38	R1,735.27	6%	
	- FIELD B	R 1,532.81	R1,446.05	6%	
	(ii) Hire by Professional Clubs for training sessions only one day prior to the day of the match - FIELD B only (Per day or part thereof).	R 346.41	R 326.81	6%	
	1.2 Hire Flood Lights - Per hour or part thereof				
	1.2.1 Scool's and amateur clubs - FIELD A (100 lux)	R 81.75	R 77.13	6%	
	- FIELD B (100 lux)	R 81.75	R 77.13	6%	
	1.2.2 Practice - MAIN FIELD (200 lux)	R 143.06	R 134.97	6%	
- FIELD B (200 lux)	R 143.06	R 134.97	6%		
1.2.3 Event - MAIN FIELD (500 lux)	R 551.81	R 520.58	6%		

	1.3 Corporate Events - Daily Charges - FIELD A - FIELD B Flood Lights - as per hourly charge item 1.2	R 4,659.76 R 3,960.70	R4,396.00 R3,736.60	6% 6%
2	MULTI-COURT CHARGES Netball, Volleyball, Basketball, Korfbal, Other 2.1 DAILY CHARGES per Court per session to a maximum of 4 hours, thereafter per hour or part thereof. 2.2 MONTHLY CHARGES per court per court, applicable to clubs, schools, & associations. 2.3 HIRE FLOOD LIGHTS - Per hour or part thereof 2.3.1 Schools and Amateur clubs 2.3.2 Commercial users	 R 72.22 R 11.74 R 155.83 R 113.43 R 168.61	 R 68.14 R 11.08 R 147.01 R 107.01 R 159.07	 6% 6% 6% 6% 6%
3	OTHER DAILY CHARGES 3.1 Use of ablutions/ changerooms for sporting and other events taking place outside the facility (per change room unit) 3.2 CLUB HOUSE (i) Hire of functions room only, not connected with an event at the stadium, per 4 hour or part thereof. (ii) V.I.P. Lounge - Per hour per room. 3.3 Driving schools - Driver training in the parking area- per month	 R 378.09 R 122.62 R 229.92 R 240.14	 R 356.69 R 115.68 R 216.91 R 226.55	 6% 6% 6% 6%

INDOOR CENTRE

	SERVICE	2012/2013	2011/2012	% INCREASE (DECREASE)
1	Balls, Dances, Discotheques, Banquets, Exhibitions, Concerts, Shows, Competitions, Conferences, Promotions, Pageants. (i) Per hour or thereof (min 4 hours hire), - weekdays - weekends (ii) 50% for setting up/breaking down per hour	R 122.62 R 306.56	R 115.68 R 289.21	6% 6%
2	Weddings, Thanksgiving, Birthdays, Graduation Ceremonies, Engagements, Umemulo (i) Per hour or part thereof (min 4 hours hire) (ii) 50% for setting up/breaking down per hour	R 306.56	R 289.21	6%
3	Funerals, Memorial Services, Isikhumbuzo (i) Per hour or part thereof (min 4 hours hire) (ii) 50% for setting up/breaking down per hour	R 122.62	R 115.68	6%
4	Religious Services, Inkonzo yePhasika (i) Per hour or part thereof (min 4 hours hire) (ii) 50% for setting up/breaking down per hour	R 102.19	R 96.41	6%
5	School entertainment and functions e.g. pageants, (i) plays, film shows, award evenings, prize giving, assemblies, PTA meetings. Per hour or part thereof (min 4 hours hire) (ii) 50% for setting up/breaking down per hour	R 102.19	R 96.41	6%
6	Public assemblies, Lectures, Meetings, Seminars			

	<p>and Workshops</p> <p>(i) Per hour or part thereof (min 4 hours hire)</p> <p>(ii) 50% for setting up/breaking down per hour</p>	R 357.66	R 337.42	6%
7	<p>Sport, Recreation and Cultural practices, competitions and tournaments incl. music, drama and dance</p> <p>(i) For once off events and tournaments per hour or part thereof (min 4 hours hire) .</p> <p>(ii) Club/Association/Federation training and coaching, per hour or part thereof (min 4 hours hire)</p> <p>(iii) 50% for setting up / breaking down per hour.</p>	R 255.47	R 241.01	6%
8	<p>ADDITIONAL CHARGES:</p> <p>(i) Security When security is required in the case of high risk events such as large crowds, school functions, parties and discotechs, amongst others, the department will arrange security for the protection of the council asset at the expense of the hirer, giving due notification</p> <p>(ii) Fireman, Medical and Disaster Management attendance For the attendance of a Fireman, Medical and Disaster Management on duty at the facility, as required by law. Such charges are payable in terms of the General By-laws</p> <p>(iii) Equipment and Accessories Any equipment or accessories required will be charge seperately.</p>			
	<p>(iv) Portable Seating Portable seating for utilisation off site will be charged at R0.50 per seat per day excluding cost to move and replace post event. The hirer will also be responsible for insurance of seats and damages</p>	Sq	sq	
9	<p>Rebate on Tariff Only upon authorisation by the Municipal Manager shall a tariff rebate be considered in respect of sports fields, Multi-courts, and the Indoor Centre tariff of charges</p>			



Ugu District Municipality
PROMOTION OF ACCESS TO INFORMATION ACT (PAIA)
SCHEDULE OF FEES

REQUEST FOR ACCESS TO RECORD OF UGU DISTRICT MUNICIPALITY
 (No. R 223, Government Gazette, 9 March 2001, No. 22125)

(Act No. 2 of 2000)

[Regulation 6]

A request for access to a record, as contemplated in Section 18(1) of the Act, must be made in the form of Form A – PAIA REQUEST FOR ACCESS TO RECORD.

1. FEE STRUCTURE

Fees chargeable for the records of Ugu District Municipality;

A.	REPRODUCTION FEES	
1.	For every photocopy of an A4 Size page or part thereof	R0.60
2.	For every printed copy of an A4 size page or part thereof held on a computer in electronic or machine readable form	R0.40
3.	For a copy in a computer readable form on;	
3.1	Compact Disc (CD)	R40.00
3.2	Digital Video Disk (DVD)	R40.00
4.		
4.1	For transcription of visual images for an A4 size page or part thereof	R22.00
4.2	For a copy of visual images	R60.00
5.		
5.1	For a transcription of an audio record, for an A4 size page or part thereof	R12.00
5.2	For a copy of an audio record	R17,00
6.	The request fee payable by every requested, other than a personal requestor referred to in section 22(1) of the Act	R35.00
B.	ACCESS FEES	
	Access fees payable by a requester referred to in section 22(7) of the Act, unless exempted under section 22(8) of the Act	
1.	For every photocopy of an A4 Size page or part thereof	R0.60
2.	For every printed copy of an A4 size page or part thereof held on a computer in electronic or machine readable form	R0.40
3.	For a copy in a computer readable form on;	
3.1	Compact Disc (CD)	R40.00
3.2	Digital Video Disk (DVD)	R40.00
4.		
4.1	For transcription of visual images for an A4 size page or part thereof	R22.00
4.2	For a copy of visual images	R60.00
5.		
5.1	For a transcription of an audio record, for an A4 size page or part thereof	R12.00
5.2	For a copy of an audio record	R17,00
6.	To search for the record for disclosure, excluding the first hour, reasonably required time for such a search.	R15.00 per hour or part of an hour

For purposes of section 22(2) of the Act the following applies;

- Six hours as the hours to be exceeded before a deposit is payable; and
- One third of the access fee is payable as a deposit by the requester

2. FORM OF REQUEST

A request for access to a record, as contemplated in Section 53(1) of the Act, must be made in the form of Form A.

3. NOTICE OF INTERNAL APPEAL

Notice of an internal appeal, as contemplated in section 75(1) OF THE Act, must be lodged in the form of Form B.

4. APPEAL FEES

The appeal fee payable in respect of the lodging of an internal appeal by a requester against the refusal of his or her request for access, as contemplated in Section 75(3)(a) of the Act, is R50.00

5. VALUE ADDED TAX – VAT

Ugu District Municipality is registered under the Value Added Tax Act, 1991 (Act No. 89 of 1991) as a vendor and therefore will add value added tax to all fees prescribed above.

6. COMMENCEMENT

These regulations shall come into operation at Ugu District Municipality on 1 May 2011.
