

## **MUNICIPAL AND WARD BOUNDARIES DATA – DESCRIPTION, DISTRIBUTION AND CONDITIONS FOR USE**

### **INTRODUCTION**

1. Municipal Demarcation Board (MDB) is a constitutional body – established in terms of Chapter 7 of the Constitution of Republic of South Africa – to demarcate municipal boundaries in accordance with the Municipal Demarcation Act 27 of 1998.
2. It is also responsible for the delimitation of municipal wards for electoral purposes, as provided for in Schedule 1 of Municipal Structures Act 117 of 1998.
3. Consequently, the Municipal Demarcation Board is responsible for the production of the following datasets:
  - a. **District Municipalities** – spatial, administrative entities comprising of clearly defined areas which are building blocks of provinces.
  - b. **Local Municipalities** – spatial, administrative entities comprising of clearly defined areas which make up the district municipalities.
  - c. **Municipal Wards** – are spatial units delimited within each local municipality for electoral purposes.
4. The hierarchical relationship of these entities is as follows:

**District Municipalities → Local Municipalities → Municipal Wards.**

### **PRODUCTION OF DATASETS**

5. The district, municipal boundaries and wards are produced within the geographical information system (GIS), thus the primary datasets will be in the GIS format, i.e. shapefiles.
6. The shapefiles are produced within the following parameters of the projection system:

**Projection:** Geographic Coordinate System

**Datum:** WGS 84
7. MDB also produces static maps – in the form of jpeg or pdf – indicating features within the district municipalities, local municipalities and municipal wards.

## DATA DISTRIBUTION

8. **MDB distributes data to users via email, website, or any media device** found to be convenient.
9. The static maps of the redetermination cases, indicating the changes of municipal or ward boundaries are published in the Provincial Gazettes and made available to the public.
10. MDB can sell printed and laminated maps of municipalities and municipal wards, upon request by customers. The price is not for data but to recover the cost of producing these maps.

## FREQUENCY OF DATA UPDATE

11. The municipal and ward boundary datasets are produced in 5-year intervals, which implies that **updates are available every 5 years from the previous data release.**

## LEGAL PROVISIONS

12. MDB is the producer and custodian of the boundaries data of municipalities and wards across South Africa as provided for in the Municipal Demarcation Act 27 of 1998 and Municipal Structures Act 117 of 1998.
13. In the Spatial Data Infrastructure Act 54 of 2003, the **data custodian** is defined as *an organ of state or an independent contractor or person engaged in the exercise of a public power or performance of a public function, which captures, maintains, manages, integrates, distributes or uses spatial information.*
14. MDB publishes both the municipal and ward boundaries in the Provincial Gazettes whenever there is a redetermination of the boundaries.

## RESTRICTIONS ON DATA USE

15. MDB releases the municipal and ward boundary data in the public domain, i.e. for public use with only limited restrictions to ensure that the data is not misused.
16. The user of municipal and ward boundary data shall not sell the data to third parties or appropriate it for commercial use.
17. The user of municipal and boundary data may use it in research, publications, value-added products such as applications, but the user must recognise and acknowledge the MDB as the producer and custodian of these data.

18. The user of municipal and boundary data shall not change the original dataset and pass it on to third parties as the product of the MDB.
19. If there is any fault with the data from MDB, the user is expected to bring it to the attention of MDB – as it is prescribed in the Spatial Data Infrastructure Act 54 of 2003 – so that the quality and integrity of the data can be improved.

## REFERENCING

20. The municipal and ward boundary data shall be referenced as follows:
- a. For District Municipalities: **Municipal Demarcation Board. 2016. District Municipalities. Pretoria, City of Tshwane Metropolitan Municipality, South Africa.**
  - b. For Local Municipalities: **Municipal Demarcation Board. 2016. Local Municipalities. Pretoria, City of Tshwane Metropolitan Municipality, South Africa Metropolitan Municipality, South Africa.**
  - c. For Municipal Wards: **Municipal Demarcation Board. 2016. Municipal Wards. Pretoria, City of Tshwane Metropolitan Municipality, South Africa.**

## CONTACT DETAILS

21. For more information on municipal and ward boundary data, visit our website:

[www.demarcation.org.za](http://www.demarcation.org.za).

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