

**HOUSING SECTION 80
ANNEXURES**

23 AUGUST 2018



human settlements
Department of Human Settlements
FREE STATE PROVINCE

Enquiries: Margaret Ridgard
Tel: 051 405 4031/082 803 4457
Email: margaret@fshs.gov.za

To: Municipal Manager
All Municipalities
Free State Province

Dear Colleagues

REQUEST FOR HOUSING WAITING LISTS FOR NATIONAL HOUSING NEEDS REGISTER (NHNR) IMPLEMENTATION.

The above-mentioned has reference.

Background

The Department of Human Settlements initiated the establishment of a National Housing Needs Register (**NHNR**) application based on the requirement from the National Housing Programme. This National database registers a specific household's housing need at the level of a municipality. The initiative was designed to measure the actual housing need, as well as serve as a source of information to be used in the process of the allocation of housing opportunities that have been created. Households are also able to update their information to ensure that their details are relevant to their current situation.

The NHNR application will enable Provinces and Municipalities to obtain a better understanding of the housing demand and backlogs in their respective areas, plan and budget better, deliver housing opportunities based on actual demands, allocate houses through a single authentic, transparent and auditable process and will minimize corruption and queue jumping opportunities. The system seeks to ensure a fair and equitable process of inviting applications for housing subsidies when housing opportunities become available.

This National Housing Needs Register will be the only official database from which prospective beneficiaries will be drawn and invited to complete housing subsidy application forms for approval by the MEC.

The primary source for the selections of names of persons to be approached to apply for housing subsidies for the housing opportunities created under a project will be the Housing Needs Register/ Demand Database.

There will only one Register that will be consulted for the allocation of housing opportunities

In many cases, and for a variety of reasons, there may not be an existing Housing Needs Database/waiting list for a specific area or region. In such cases it may be required to facilitate a transition process, leading up to gathering of needs register entrees and the registration of all such entrees on the National Housing Needs Register of those areas.

The **NHNR** has **three phases**. The **first** phase is where you capture, view and edit. The **second** phase is where you conduct searches or pre-screen captured information of a respondent to check if it is valid or not. The **third** phase is where you select potential beneficiaries for allocation. It is important to note that **NHNR** is not used to qualify or disqualify respondents.

P.O Box 211, Bloemfontein, 9300

OR Tambo House, 7th Floor, Cnr. St Andrews and Markgraaff Streets, Bloemfontein



Human Settlements
Department of Human Settlements
FREE STATE PROVINCE

According to **(NHNR)** National Housing Needs Register Implementation guidelines, the Provincial Department of Human Settlements has the following roles and responsibilities related to waiting lists:

- 1) Obtain available **waiting list** / demand database records from municipalities;
- 2) Submit obtained records to the national department and distribute **Analysis Reports** to relevant municipalities;
- 3) Obtain approval from relevant municipalities for national department to import records onto the **NHNR**.

It is therefore imperative that Municipalities conduct an audit of any available waiting lists in their custody and cooperate with Provincial Department to ensure that the said lists are ready to be imported onto the **NHNR** portal.

I hope that the request receives due attention.

.....
N. Mokhesi
HOD: Human Settlements

Date: 21 MAY 2018



Housing Needs Register

Questionnaires per Area

FREE STATE	1435
MATJHABENG LOCAL MUNICIPALITY	1435
ALLANRIDGE	730
ALLANRIDGE	730
HENNENMAN	104
PHOMOLONG	104
ODENDAALSRUS	421
KUTLOANONG	421
VENTERSBURG	151
MMAMAHABANE	151
WELKOM	29
DOORN	29



NATIONAL HOUSING NEEDS REGISTER (NHNR)

MATJHABENG LOCAL MUNICIPALITY

DRAFT IMPLEMENTATION PLAN

July 2018

Matjhabeng Local Municipality: National Housing Needs Register Implementation Plan 2018

Introduction

The Minister of Human Settlements in her Budget Vote speech on 15 July 2014 to the National Assembly stated “that the creation of a credible data base of those legitimately waiting for a house is of vital importance.” and that the “Municipality will use this data base in the allocation of houses. This will protect the integrity of the data base and the system. It will also protect councillors who are often accused of corruption in the allocation of houses, as citizens will be able to check their own details and place on the waiting list.”

In response to the above, the Department of Human Settlements initiated the establishment of a National Housing Needs Register (NHNR). This national database registers a specific household’s need for adequate shelter. The initiative is designed to measure the actual housing needs, as well as serve as a source of information to be used in the process of the allocation of housing opportunities that have been created and is not to be seen as a waiting list. The system furthermore, seeks to ensure a fair and equitable process of inviting applications for housing subsidies when housing opportunities become available.

The Minister of Human Settlements, on the 15th of July 2014 further announced in her 100 Days Programme (15 July 2014 – 13 October 2014), which included a commitment by the National Department of Human Settlements (NDHS) to identify and implement the national priority catalytic projects using different tenure options to deliver mega, high impact integrated and sustainable human settlements that clearly demonstrate spatial social and economic integration. The identification and implementation of these projects will be aligned to the Human Settlements Master Spatial Plan and will form part of the Medium Term Strategic Framework outcome relating to the provision of adequate housing and improved quality of household lives.

PURPOSE OF THE IMPLEMENTATION PLAN

The purpose of the Implementation Plan is to structure and organize the effective adoption of the NHNR by Matjhabeng Local Municipality. The plan is intended to be used by the Province to advise and guide the roll-out of NHNR.

BACKGROUND

The approved allocation of housing opportunities created through the National Housing Programme requires an approach based on fairness, equity, credibility and integrity in the management of housing need registers, and more specifically, the manner in which housing opportunities created and provided by the organs of the State are to be allocated.

The National Department of Human Settlements has thus initiated the process to establish a single integrated Human Settlements Information System. The NHNR and supporting database, which form part of the broader picture, will enable households to registers their housing need at the level of a specific locality linked to the relevant Town, Municipality and Province. It is being designed to measure the actual housing need and serve as a source of information to be used in the process of the planning, development, funding and allocation of housing opportunities that have been created through various housing programmes as contained in the National Housing Code and must not to be seen as only a “waiting list”.

The NHNR seeks to ensure a fair and equitable process of registering for a housing opportunity when such become available. It enables Provinces and Municipalities to do the following:

- Obtain an understanding of the housing demand, specifics and backlogs in their respective areas;
- Plan and budget efficiently;
- Deliver housing opportunities based on actual demands and required typology;
- Allocate houses through a single authentic, transparent and auditable process; and
- Eradicate corruption and queue jumping opportunities.

The national housing need register is designed for citizens to register their need for an adequate shelter, and will be web based, accessible through internet connection from a computer, laptop, tablet or cellular phone. The database will be used by provinces and municipalities to plan, develop, fund and allocate new housing projects that will respond to the need of these citizens.

From the database, beneficiaries will be able apply for a subsidy, and be allocated, centrally controlled, to a registered housing project. The intention is for the beneficiary to be able to track their registration and process towards allocation. In addition to the database the intention is to eradicate corruption and to ensure the credibility of the government directed housing process.

WHAT IS THE NHNR?

The National Housing Needs Register (NHNR) was developed and is maintained by the national department as a tool to be utilized at a provincial and municipal level to enable citizens to register their need for adequate shelter. The household profile of individuals that are registering their need is

recorded to assist with the planning of new projects that will address the need of our communities. The NHNR tool also provides for the allocation of housing opportunities in a fair, transparent and auditable manner. The allocation portion of the tool has been developed in line with the National Allocation Guidelines that was developed by the national department.

National Department of Human Settlements has developed Allocation Framework that can be customised by Province with the aim of achieving allocation of housing opportunities in a fair transparent and auditable manner.

IMPLEMENTATION OUTCOMES

- a) To introduce a system that allows for the allocation of housing opportunities in a manner that greatly reduces malpractices and corruption.
- b) Provide a mechanism for Municipalities and Provinces to be able to obtain a better understanding of the country's housing need and backlog.
- c) Create a reliable planning and budgeting tool to enable the delivery of housing based on identified need.
- d) Develop a database to inform the different dynamics and needs of potential beneficiaries.

KEY FACTORS ENABLING EFFECTIVE AND EFFICIENT IMPLEMENTATION OF NHNR

The Department of Human Settlements should take steps in ensuring that the following elements are attended to for a successful implementation of NHNR:

FACTOR	DESCRIPTION
MEC APPROVAL	Support from the Executive
Business Champion / Coordinator	A business champion must be nominated by the department to own and manage the implementation of the NHNR including financial and human resources
Communication Plan	What message is to be communicated, to whom, when and how.
Implementation Plan	The method to be used to implement the NHNR e.g. mass registration, fieldworkers to visit households, direct capture onto the register or completion of questionnaires, etc. Determination of human and financial resources required.
IT infrastructure	Ensure the required infrastructure is in place to link to the internet and setup to the minimum requirements to allow the NHNR to operate efficiently
Importing of existing waiting lists	Municipalities ' existing waiting lists are analysed by Province and forwarded to National to be imported on the NHNR
Location information	Municipalities need to confirm and update their town and area information that will then be included on the NHNR for that municipality to enable them to register households per area.

BUSINESS PROCESS

Various processes from a business perspective need to be agreed upon, responsibility assigned to role players, implemented, monitored, measured and improved to ensure that the NHNR is enabled to deliver on the expected outcomes. The following business processes have been identified and related to the 3 core role-players, being national, province and municipalities to ensure that the NHNR delivers on the expected business outcomes. These processes need to be established, monitored and improved as implementation progresses:

BUSINESS OWNERS

As the core role players forms the basis to ensure the successful implementation of the NHNR and to deliver the expected outcomes. These role-players need to be responsible and accountable for the following processes:

NATIONAL

- a) Develop, approve, monitor and align the Allocation Guidelines based on direction provided by the Minister.
- b) Approve NHNR Questionnaire to ensure that content is relevant to the need of business;
- c) Develop and approve a NHNR Implementation Strategy to be used by province to inform the development of provincial specific implementation plan;
- d) Develop and approve a Communication Strategy that focuses on citizens, councilors and municipalities and provides a clear message regarding the purpose of the NHNR. The approved National Communication Strategy will form the basis of provincial and municipal communication plans;
- e) Facilitate the process to ensure that the purpose and functions of the NHNR forms part of the Consumer Education platform, development of information booklets, etc.
- f) Provide overarching guidance and support regarding the NHNR environment and;
- g) Report back on progress and challenges experienced to management meetings.

PROVINCE

- a) Develop and approve Provincial Allocation Guidelines based on National Allocation Guidelines in conjunction with municipalities;

- b) Participate and report on the establishment and effectiveness of Allocation Committees;
- c) Develop and approve a Provincial Implementation Plan/Strategy informed by National's Implementation Strategy;
- d) Develop and approve a Communication Plan based on the Communication Strategy provided by National. Assist municipalities to develop and implement their municipal specific communication plan that is aligned to their implementation/roll out plan;
- e) Guide municipalities with the development of their implementation/roll out plans;
- f) Assess and approve municipal implementation/roll out plans and monitor application thereof;
- g) Ensure that the required human and financial resources at a provincial level are identified and addressed to effectively implement the NHNR;
- h) Confirm the human and financial resources required by the municipality for the implementation of the NHNR are available;
- i) Ensure the co-operation of business units within the Department of Human Settlements responsible for planning (based on the registered need of households per geographical areas), budgeting (confirm the need) and project management (ensure that subsidy applications are obtained from the households selected during the Allocation process) in the implementation and utilization of the NHNR;
- j) Ensure that the purpose and functions of the NHNR forms part of the Consumer Education platform, develop information booklets, posters, etc. aligned with National initiative;
- k) Provide overarching guidance in respect of the NHNR environment.
- l) Identify and task a NHNR Super User whose roles are defined later in the document; and
- m) Report back on progress and challenges experienced to management meetings and National.

MUNICIPALITY

- a) Participate in the development of Provincial Allocation Guidelines;

- b) Obtain approval from Council related to the Provincial Allocation Guidelines and the implementation of the NHNR;
- c) Obtain approval from Council regarding members of the Allocation Committee and report on the establishment and effectiveness of Allocation Committees to Council;
- d) Develop and obtain support of the municipal implementation/roll out plan from council and submit to province for approval;
- e) Develop and obtain support from Council for the communication plan that is aligned to the implementation/roll out plan for the NHNR;
- f) Ensure that the required human and financial resources are identified and addressed to ensure the effective implementation of the NHNR. The number of NHNR users will be informed by the current backlog and the implementation/roll out plan approved by council;
- g) Ensure the co-operation of business units within the municipality responsible for planning (based on the registered need of households per geographical areas), budgeting (confirm the need) and project management (ensure that subsidy applications are obtained from the households selected during the Allocation process) in the implementation and utilization of the NHNR;
- h) Ensure that the content of IDP's reflect the need of households registered on the NHNR;
- i) Participate in the Consumer Education platform based on content provided by province;
- j) Provide overarching guidance regarding the NHNR environment.
- k) Identify and task a NHNR Super User whose roles are defined later in the document; and
- l) Report back on progress and challenges experienced to council and at provincial meetings.

PROCESS OWNER

The NHNR super user as a role player will be responsible and accountable for the following processes:

PROVINCE

- a) Obtain available waiting list / demand database records from municipalities;
- b) Submit obtained records to the national department and distribute Analysis Reports to relevant municipalities;
- c) Obtain approval from relevant municipalities for national department to import records onto the NHNR;
- d) Coordinate all training request related to NHNR and submit to national department for scheduling;
- e) Communicate training schedule and venue confirmation to municipalities;
- f) Distribute training reports to municipalities;
- g) Manage and coordinate User Access Request forms completed by municipalities and provide requests to national department;
- h) Review and confirm User Access Request granted by national department to municipal NHNR Users.
- i) Manage and coordinate geographic location information (existing and new) to be loaded onto the NHNR by providing the required confirmation and request for new areas to the national department;
- j) Provide assistance to municipal NHNR Users who experience challenges with the utilization of NHNR functionality. Where assistance cannot be provided log a Service Request with national department based on guidelines provided and;
- k) Establish and conduct quarterly NHNR Steering Committee Meetings with relevant municipalities based on approved terms of reference for committee.

MUNICIPALITY

- a) Provide available waiting list / demand database records to provincial department for analysis by national department;
- b) Provide approval to province based on Analysis Report prepared by the national department for records to be imported onto the NHNR;

c) Submit completed and signed training request form for NHNR training to provincial department for scheduling at a national level;

e) Inform NHNR Users regarding training request scheduling and venue confirmation;

f) Review and distribute training reports to management;

g) Submit completed and signed User Access Request forms to province to enable national department to provide access;

h) Review and confirm User Access Request granted by national department to municipal NHNR Users;

h) Confirm and coordinate geographic location information (existing and new) to be loaded onto the NHNR by providing the required confirmation and request for new areas to the provincial department;

i) Provide assistance to municipal NHNR Users who experience challenges with the utilization of NHNR functionality. Where assistance cannot be escalated to Provincial NHNR Super User;

i) Manage NHNR User by managing and guiding them during the registration of household need by citizen, including the updating of existing records on the NHNR based on request from citizen;

j) Assist the Allocation Committee by applying the agreed criteria and selecting the relevant geographical areas on the NHNR;

k) Establish and conduct quarterly NHNR User Group Meetings based on approved terms of reference;

l) Report back to Municipal Business Owner on a weekly basis and

m) Assist with reporting from the NHNR.

COUNCILORS

Councilors as a role player play in integral role to ensure that the implementation of the NHNR at a municipal level is successful and that the expected business outcomes are achieved.

a) Adoption and support of the NHNR as an application that will enable citizens to register their need for adequate shelter;

b) Adoption and approval of the Provincial Allocation Guidelines;

c) Support of the establishment of the Allocation Committee;

- d) Adherence and support of the list of potential beneficiaries drawn and approved on the NHNR by the Allocation Committee to ensure a fair transparent and auditable allocation process and
- e) Communicate the process to other party structures and citizens.

COMMUNITIES/CITIZENS

Citizens are the most important role players in this process and their cooperation is required to ensure that this process can be completed successfully.

- a) Based on the roll out plan of the municipality communicated to them, register their need for adequate shelter and
- b) Update their household information on a regular basis to ensure relevance during the allocation process.

TECHNOLOGY REQUIREMENTS

This tool is a web based system requiring users to connect to the internet and be registered to gain access eliminating the need for physical installations thereby reducing the time required for implementation.

A calculation must be done to indicate how much bandwidth is available this is assuming the applications are running on the LAN /WAN. This will tell you how much bandwidth will be available for the NHNR to run and whether it needs to be increased for the system to run optimally. The following are minimum requirements of the Information Technology requirements.

Operating System: - Windows XP /Windows 7 / Windows 10

Browser: Google Chrome

Bandwidth available: Data line - 1MB line recommended

The HSS Network Footprint Testing Report provides a detailed formula to calculate the bandwidth requirements for the application to perform optimally.

COMMUNICATION APPROACH

The aim of the communication plan is a guide the Department of Human Settlements to effectively initiate and promote the roll-out of the NHNR in their respective areas. A communication plan provides the department with a system to introduce and clarify the purpose of the establishment of a needs register and will help to ensure that implementation takes place in an organised manner to obviate potential challenges with communities and ensure a proper understanding of the process.

The communication plan must consider the target audience, the key message/s that need to be conveyed and the methods and appropriate language that will be used. A communication plan will be provided by the Communication Unit within the department.

IMPLEMENTATION

PRE-IMPLEMENTATION REQUIREMENTS

In preparation for the implementation of the National Housing Needs Register (NHNR), the following issues need to be addressed and submitted to the Provincial Department.

- a) A confirmation that there is support for the implementation of the NHNR by Municipal Council;
- b) Nominate a NHNR coordinator/super user for your municipality and provide his/her contact details. This official will be responsible to receive and submit information to the provincial coordinator/super user. He/she will represent users at municipal level by keeping them informed of changes as well as participate in National User Group meetings when required;
- c) Provide the contact details of the official responsible for your municipality's IT section to determine the standard of the IT infrastructure;
- d) Provide any available waiting list/demand database records from your municipality to the provincial department for analysis by national to determine if the information can be successfully imported onto the NHNR;
- e) Provide and confirm geographic location information i.e. towns and areas within the municipal boundary to be loaded onto the NHNR. This must be based on the excel format that will be provided by the Province.

IMPLEMENTATION APPROACHES

The Department of Human Settlements must determine the best approach on how to roll out the NHNR. The approach need to be based on the current resource available within the municipality as well as the area, terrain, number of households and their location, to ensure that the process is cost effective and sustainable. As a guide the following approaches are suggested:

a) DIRECT CAPTURE

Individuals can visit the municipal office to register their need for adequate shelter or update their household information.

If this process is followed the municipality must ensure that they have the technical and human capacity to handle a high volume of households that will visit their office to update / register their need for adequate shelter. It is recommended that the municipality develop a plan to ensure that they are able to handle the individuals that will respond and that they identify specific areas e.g. per ward

to register their housing need within a predetermined timeframe. It is crucial that the process is undertaken in a well-coordinated and organized manner which must be communicated clearly to the communities.

b) MANUAL COMPLETION OF QUESTIONNAIRE

Individuals may visit the municipal office to complete the physical questionnaire and this can be captured later by municipal officials on the NHNR. The municipality will have to ensure that they have the resource to print the required number of questionnaires on a daily basis and that officials are available to assist citizens to complete the questionnaire and capture the completed questionnaires on the NHNR.

c) FIELDWORKERS

The municipality may utilize CDWs or unemployed matriculants from the communities to visit households during and/or after work hours to complete the physical questionnaire. The completed questionnaires will be returned to the municipal office and then captured on the NHNR by trained capturers/officials.

The Department of Human Settlements must develop a plan to organize the manner in which the process will unfold. The plan will identify the areas that will be visited as well as the dates and times when the fieldwork will be undertaken. The details of the area visits must be communicated to the relevant community/ community leaders prior to the fieldworkers going out. A coordinator will be required to ensure that field workers are organized and properly informed of the date and place that they are assigned to. In addition, the printing/coping of the physical questionnaires must be arranged in a manner that will allow quality control on the completed questionnaires returned i.e. keep count of the number of questionnaires handed to fieldworkers versus number of completed questionnaires returned. Conduct quality assurance by randomly visiting a few households to confirm that the household was visited by the fieldworker. The coordinator will also manage the capturing of completed questionnaires on the NHNR.

d) MASS REGISTRATION

The municipality will arrange in an organised manner to have communities on specific dates and times to call at a public venue like schools, town halls, community centres, etc. to have their needs registered.

The municipality will need to develop a plan to organize the manner in which the process will unfold. The plan will identify the venues, dates and times when the registration will be undertaken. The details of the area visits must be communicated to the relevant community/ community leaders prior to the event. The completed physical questionnaires will then be returned to the municipal office for capturing later by municipal officials on the NHNR.

If this process is followed the municipality will need to ensure the venue can accommodate the expected number of individuals. There would have to be security arranged to ensure control, toilet facilities, drinking water, shade, etc. In addition, the printing/coping of the physical questionnaires must be arranged with sufficient support staff to assist individuals where required. A coordinator will have to manage the capturing of the completed questionnaires on the NHNR.

The figure below is an example of steps to follow in rolling out the NHNR mass registration, as well as the cost of registration for mass NHNR

Registration.



Figure 1: NHNR Mass Registration Roll-out

f) FACTORS TO CONSIDER

Based on the abovementioned approaches, DLM needs to consider the following:

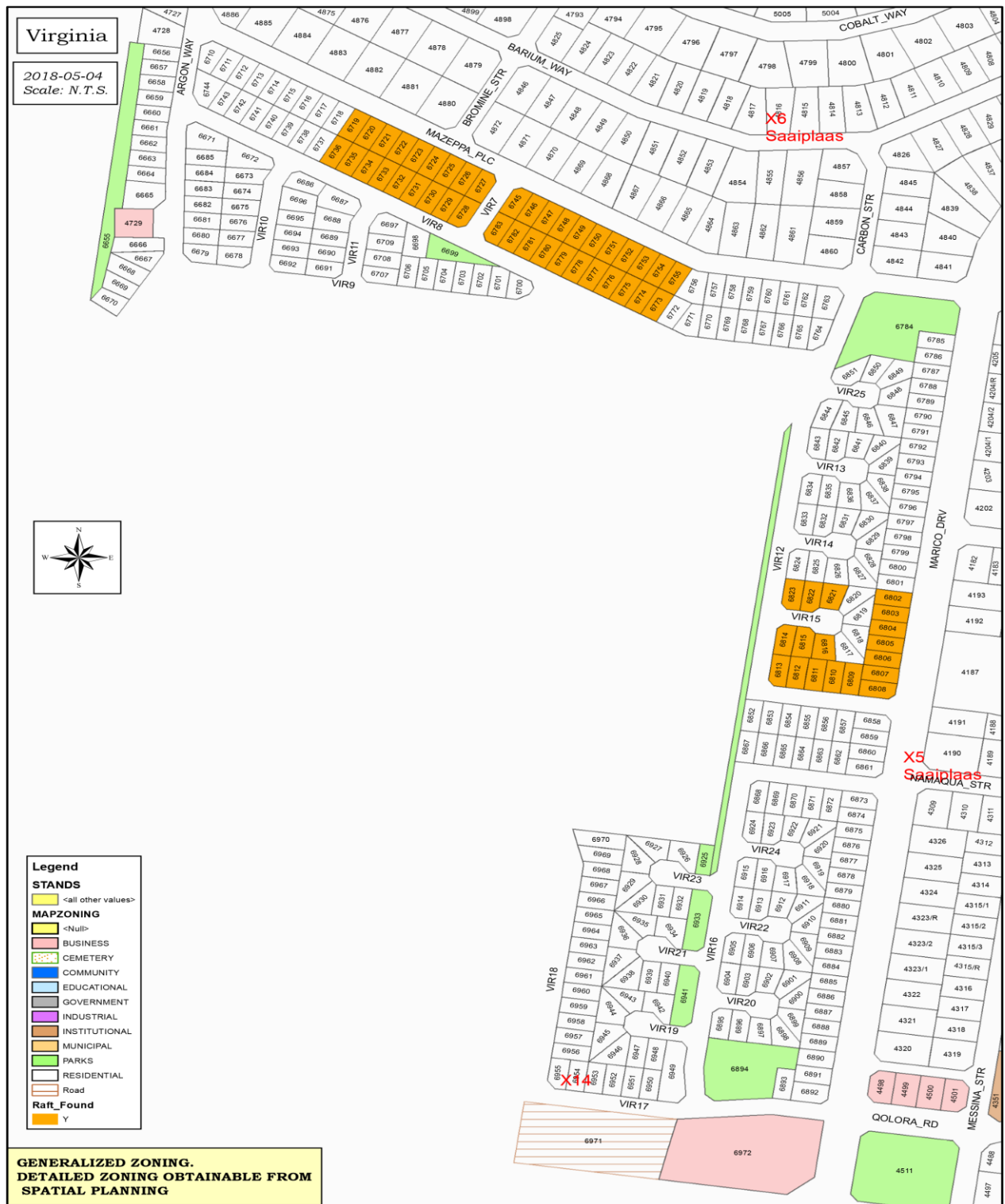
- Identify resource requirements based on the various processes defined
- Estimated time for the process is 10 minutes per individual visiting a municipal office and direct capture on the NHNR. Based on an 8-hour work day, approximately 48 households may be registered per capturer per day. Projected 240 households per capturer, per week.
- Where the physical form is completed by the individual with assistance from a municipal official an approximate time of 20 minutes may be allocated to complete the form plus another 10 minutes to capture on the NHNR by a capturer. Therefore, pure registration of completed questionnaires that may be achieved based on an 8-hour work day will be approximately 48 per capturer per day.

TRAINING

Training will be provided by the National Department of Human Settlements through SITA for nominated users. The training will be done over a period of 2 days with an assessment test on the 2nd day. Access to the NHNR will only be granted to those that have achieved an 80% pass mark. The level of access will be determined by the municipal coordinator/sup

NO.	ERF	NAME SURNAME	ID NO	Ward	OWNER /OCCUPANT	EMPLOYED
1	6904	Motsamai Joseph Sebohodi	770327 5524 082	21	Occupant	Yes
2	3842					
3	6933	Petrus Fusi & Lerato Elisah Seoa	741021 5319 082 800515 1154 086	21	Occupants	Yes
4	6821	Mokhelo Peter Melato	660803 5683 089	21	Owner	No
5	7096	Chane Hendrik Mthombeni	750213 5711 081	21	Occupant	Yes
6	1994					
7	3753	Mamahlomola Jeminah Madlavo	621205 0413 082	18		
8	3797	Madiye Josephina Tshohlisi	820126 1019 083	18	Owner	
9	3773	N & Na Ngubesilo		18	Locked	
10	6811	Gm MJatowane		21	Orphans	
11	7222					
12	3668	Nathi Frans Mbayo	800521 5476 087	18	Occupant	
13	3706	Stephen Mahapela Sebetoane	690630 5447 080	18	Owner	
14	6873	Ntebe Edward Setlaelo	740527 5576 084	21	Occupant(Executor)	No
15	1440				Locked	
16	7022			21	House to let	
17	6867					
18	7029			21	Orphans	
ERVEN TO BE DONATED						
19	7140					
20	3762			18	Locked	
21	3783					
22	3822			18	Locked	
23	6932	Sc Molepo & PL Khumal		21	Locked	
24	3887			18	Locked	
25	3889			18	Orphans	
26	6782			18	Locked	
27	6886			18	Locked	
28	6903	Nkuta Diboseng (cell no: 0769349133)	8604190674086	21	Orphans	no

29	6978	Mahlomola Abram & Mapula Maxecia Leburu	720211 5425 089 780603 1249 181	21	Occupants	Yes
30	7038	Ntaoleng Angelina Ralepoma	441022 2024 082	21	Occupant	Pensioner
31	7090	Nozimanga Caroline Gongo	731206 0923 085	18	Occupant	Yes
32	3848	Mpho Edwin Mareka	680414 5317 086	18	Owner	Yes
33	1395					
34	3875	Serame David Mazamelela	650601 5493 083	18	Owner	Yes
35	6851	Thabiso Johannes Bokopane	770213 5565 087	21	Occupant	No
36	6819	Ntlekiso Hans Thamba	480430 5228 083	21	Occupant(Executor)	Pensioner



MATJHABENG

**MUNICIPALITY
UMASIPALA**

☎ (057) 916 4102
Fax: (057) 352 9417
✉ 708, Welkom 9460, South Africa
E-mail address: munic@matjhabeng.co.za



**MUNISIPALITEIT
MMASEPALA**

Enquiries: MC Porotloane
no: 122, 1 Reinet Building

Your Ref.:

LAND RESTITUTION PHOMOLONG AND HENNENMAM

BENEFICIARIES RECEIVED RDP HOUSES

MOLISE KHUMALO TLAENG ESTATE JOHANNESBURG 73

NO	SITE NO	SURNAME AND NAMED	IDENTITY NO	HSS REPORT	SITE VERIFICATION
1.	L 720	MARUMO MOTLAKATHATA JACOBETH	350717 0172 085	FAILED SEARCHES CONFIRMED. TE24517/ 1997 ON SITE 377 PHOMOLONG.	RDP HOUSE CONSTRUCTED ON SITE
2.	T 738	RAMPINE MALEFU SELINA	420202 0544 084	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
3.	L 703	BULWANE BUTI JULY	480124 5520 082	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
4.	T 802	DINTOE N.	300822 0176 085	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
5.	L 749	MOTSITSI MPHO SOPHIE	550813 0628 081	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
6.	T 1181	MADUNA NOMASHATO MARIA	511019 0176 088	APPLICATION ON HOLD. AFFIDAVIT STATED THAT SHE IS NOT INTERESTED ON RDP HOUSE.	RDP HOUSE CONSTRUCTED ON SITE
7.	T 605	DIPHOKO RAPITSO PETRUS	281202 5118 080	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE

8.	T 605	RATHABA MAMOLIEHI ELIZABETH	400610 0297 087	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
9.	L 654	DESHA NOMTHANDAZO CHRESTINAH	461013 0434 089	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
10.	T 628	RAMPAI MOLIEHI ELIZABETH	310612 0175 080	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
11.	T 653	LEBONI-PHOFI MERRIAM MALILA	411016 0249 085	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
12.	L 776	NTSANE PAPALI ANNA	320101 0841 082	FAILED SEARCHES. TE22306/2005 ON SAME SITE.	RDP HOUSE CONSTRUCTED ON SITE
13.	T 658	SEFUTHI MOSELANTJA SELINA	520421 0501 089	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
14.	L 650	NYELELE L.M.	471024 0185 082	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
15.	T 651	MOKOBORI M.S.	260911 0143 084	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
16.	T 810	MOTSAMAI N.	540521 0400 087	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
17.	L 625	RATHABA TEBELLO GEORGE	830605 6532 081	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
18.	L 781	KOLOKO P.A.	810306 5578 084	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
19.	T 481	MSUTHU M.W.	481227 0300 080	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
20.	T 471	NKOALA S.R.	220912 0109 082	NOT ON HSS.	RDP HOUSE CONSTRUCTED ON SITE
21.	L 496	RAMABODU MATSILISO MARIA	450512 0289 081	FAILED SEARCHES CONFIRMED. TE24643/1997 ON SITE 215 PHOMOLONG.	RDP HOUSE CONSTRUCTED ON SITE

22.	L 608	MALLANE SHADRACK	TSITOE	350404 5296 082	FAILED SEARCHES CONFIRMED. TE22444/2005 ON SITE 806 PHOMOLONG.	RDP HOUSE CONSTRUCTED ON SITE
23.	L 509	THAISI ABRAHAM	HLAULI	621101 5859 082	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
24.	T 482	MOKATI MEISIE	MERIAM	450508 0495 082	FAILED SEARCHES CONFIRMED. TE8529/1999 SAME SITE.	RDP HOUSE CONSTRUCTED ON SITE
25.	T 445	MALEJOANE NTHOESANE ABIEL		490113 5374 085	OVERRIDE REQUEST. TE17285/2005 ON SITE 1229 PHOMOLONG.	RDP HOUSE CONSTRUCTED ON SITE
26.	T 510	LAKHULA DAVID	TSIETSI	740201 5566 087	APPROVED.	RDP HOUSE CONSTRUCTED ON SITE
27.	732	MOLISE MOSALA	JACONIA	270324 5116 089	NOT ON HSS	RDP HOUSE CONSTRUCTED ON SITE

Disestablishment of South African Housing Trust

The South African Housing Trust Limited (SAHT) and Nu-Way Housing Developments (Pty) Ltd (Nu-Way) entered into a sale of business agreement in terms of which, inter alia, all properties registered in the name of SAHT were purchased by Nu-Way. Subsequent to the conclusion of the said agreement, and in terms of the privatization of the SAHT group of companies, the SAHT entered into a sale of share agreement with NABCAT Empowerment Holdings Limited for the disposal of the entire issued share capital of Nu-Way.

The Chairman of SAHT at the time, Mr CR Stephen, representatives of the National Department of Housing as well as management of Nu-Way agreed that the properties that are referred to above, have to be transferred from SAHT to individual purchasers or to Nu-Way before the end of 2013, whereafter the SAHT will be disestablished.

On 5 December 2002 in Government Gazette No. 24146, that SAHT has been disestablished with effect from 1 September 2002. This has come to our attention during March 2003 and in terms of the said Government Gazette all rights and assets of SAHT vest in the National Housing Finance Corporation. We have been in contact with Mr R Thatcher of the Department of National Housing and the latter confirmed that the Department was under the impression that all properties have been transferred from SAHT to Nu-Way in terms of the abovementioned agreement and therefore the disestablishment of SAHT Act 2002 was promulgated.

The implications of this act, as you can understand, resulted in the inability by Nu-Way to transfer any further properties from SAHT to Nu-Way or respective purchasers, which had a serious and adverse effect on the business of Nu-Way.

The National Housing Finance Corporation has provided Nu-Way with a Power of Attorney authorizing our Mr L C Serfontein to sign documents on behalf of the National Housing Finance Corporation to transfer the remaining fixed properties presently registered in the name of SAHT to Nu-Way and to ratify the transfers which have taken place since the effective date of the proclamation, which transfers have been effected without our knowledge in this regard. The requested power of attorney has been signed and received on 12 May 2003.

During 2008 the National Housing Finance Corporation informed Nu-Way that the National Housing Finance Corporation is not registered for VAT from 2008 and therefor transfers effected from the National Housing Finance Corporation to purchasers (which transfers are reflected in the financial accounts of Nu-Way) did not attract VAT.



DEPARTMENT: HOUSING
REPUBLIC OF SOUTH AFRICA
Private Bag 944, Pretoria, 0001, S.A. Tel: (012) 421 4211, Fax: (012) 441 4015
Private Bag 944, Cape Town, 8000, S.A. Tel: (021) 484 1074, Fax: (021) 484 1000
http://www.housing.gov.za

Reference: FL 1/32001(2)
Enquiries: R Thatcher
Telephone: (012) 4211-429

Mr Samson Moraba
Chief Executive Officer
NHFC

Fax No.: (011) 434-6406

Dear Mr Moraba

DISESTABLISHMENT OF SOUTH AFRICAN HOUSING TRUST LIMITED

I refer to our telephone discussion earlier today and confirm that I have spoken to Mr Jan Schreier of Edward Nathan and Friedland who confirmed that you may sign the Power of Attorney to transfer any fixed properties registered in the name of SAHT to NHFC/Nu-Way Housing Developments (Pty) Ltd.

After "I, the undersigned," in the first line of the Power of Attorney please write or type your names in full and in the following space after the words "in my capacity" write or type Chief Executive Officer. Please fill in the place and date of signature in the spaces provided. Two witnesses should sign where indicated and you should sign on the line at the bottom right of the Power of Attorney. Please note that all writing and signatures must be in black ink. A copy of the Power of Attorney indicating the above is attached.

When the document has been signed could you please arrange for Mr N Serfontein of Nu-Way (Tel: (011) 789-3334) to be informed and he will personally collect the document from your offices.

With kind regards

DIRECTOR: FRAMEWORK LEGISLATION (R Thatcher)
for Director-General
23 May 2009

cc. Mr N Serfontein
Fax: (011) 886-2801

RECEIVED: 23/05/2009
13 May 2009

POWER OF ATTORNEY

I, the undersigned,

S. Anson Sam Mchaba

in my capacity as

CHIEF EXECUTIVE

duly authorised thereto by virtue of Resolution granted by the Board of National Housing Finance Corporation (established in terms of Section 3(6)(b) of the Housing Act 107/1997).

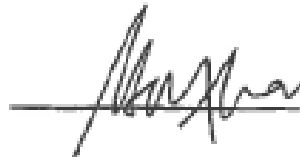
Do hereby authorise and appoint LUKAS CORNELIUS SERFONTEIN as our lawful agent and in his capacity as Legal Advisor of SOUTH AFRICAN HOUSING TRUST LIMITED number: 1886/004848/06 to sign all deeds, power of attorneys and all documents which is necessary to enable the SOUTH AFRICAN HOUSING TRUST and / or THE NATIONAL HOUSING FINANCE CORPORATION to transfer any fixed properties presently registered in the name of the SOUTH AFRICAN HOUSING TRUST to THE NATIONAL HOUSING FINANCE CORPORATION and / or to NU-WAY HOUSING DEVELOPMENTS (PTY) LIMITED number 1883/003717/07 and / or to transfer the fixed properties directly to those buyers to whom the said properties were sold in terms of Deeds of sale entered into to date;

AND I HEREBY ratify and confirm and / or undertake to ratify and confirm any Power of Attorney and / or Deeds entered into and / or documents signed on behalf of the SOUTH AFRICAN HOUSING TRUST till date by the said LUKAS CORNELIUS SERFONTEIN and / or any representative of the SOUTH AFRICAN HOUSING TRUST in the bona fide execution of the duties being the marketing and sale of properties registered in the name of the SOUTH AFRICAN HOUSING TRUST.

THUS SIGNED AT Houghton ON THIS 12th DAY
OF MAY 2003

AS WITNESSES

1. Attorney
2. Spice





PO Box 650, Randburg 2125
367 Surrey Ave.
Block A
Ferndale, Randburg 2194
Telephone: (011) 789-3334
Telefax: (011) 886-2801
Toll Free: 0800 118 982
E-mail: info@nuway.co.za
Website: www.nuway.co.za

Matjhabeng Local Municipality
Odendaalsrust

12th December 2017

Re : Disposal of Erven in Kutlwanong

We would refer to our letter to you of 30th April 2015, copy attached.

Whilst we are unable at this stage to confirm the final number of erven that will be included in the projected sale agreement with Mohale & Langa (Pty) as this will depend on the funding to be put in place as to guarantee payment to ourselves on transfer of these erven and thus to open the way for their ownership to vest in identified beneficiaries, it still remains our intent to sell these to Mohale & Langa as to facilitate this process.

As soon therefore as the list of erven presented by Mohale & Langa to you and with approved funding made available in this respect, we will then enter a Sale Agreement to reflect this accordingly.

We therefore continue to look for your co-operation in order to achieve this.

Yours faithfully,

Michael Cullen
(Cell No: 083 267 9336)
(e-mail: Michael.mjca@gmail.com)

Application made by: Matjhabeng Local Municipality

Application to: Honourable Member of Executive Council Me. D. Kotzee:
Department of Public Works and Human Settlements.

Status: Draft 1

Version	Date	Revision
Version 1	18 May 2017	0
Version 2	30 June 2017	1

Approvals: This document requires the following approvals

Responsibility	Name	Signature	Date
Human Settlements Manager			
Municipal Manager			
Chairperson of the Human Settlements Committee			
Municipal Mayor			
MEC for Human Settlements			
Head of Provincial Department responsible for the Human Settlements			

Prepared by:

Mr, Rofhiwa Ravele Pr, Techni Eng.
Service Provider appointed by HDA,
Lekwa Consulting Engineers (Pty) Ltd

Sign: _____

Prepared for:

Mr Thabiso Tsoaeli
Municipal Manager
Matjhabeng Local Municipality

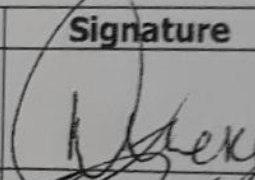
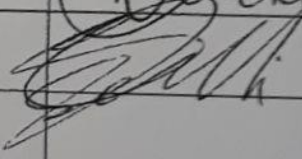
Application made by: Matjhabeng Local Municipality

Application to: Honourable Member of Executive Council Mrs Sefora
Ntombela: Department of Co-operative Governance and Traditional Affairs

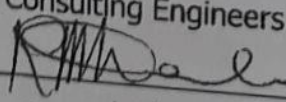
Status: Draft 1

Version	Date	Revision
Version 1	18 May 2017	0
Version 2	30 June 2017	1

Approvals: This document requires the following approvals

Responsibility	Name	Signature	Date
Human Settlements Manager			05/10/2017
Municipal Manager			05/10/2017
Chairperson of the human settlements committee			
Municipal Mayor			
MEC for Human Settlements			
Head of provincial department responsible for the Human Settlements			

Prepared by:

Mr, Rofhiwa Ravele Pr.Techni Eng.
Service Provider appointed by HDA,
Lekwa Consulting Engineers (Pty) Ltd
Sign: 
Date: 2017/10/05

Prepared For:

Mr Thabiso Tsoaeli
Municipal Manager
Matjhabeng Local Municipality

05/10/2017