

**MATJHABENG MUNICIPALITY**

# **ANNEXURES**

**FOR THE**

**JOINT LED SECTION 80 PORTFOLIO  
COMMITTEE**

**FOR**

**CONVENED FOR**

**WEDNESDAY, 11 JULY 2018**

**AT**

**10:00**

**AT**

**4<sup>TH</sup> FLOOR, ROOM 402, ONE REINET  
BUILDING, WELKOM**



PROPOSAL

## BACKGROUND

- Falcon Concepts (Pty) Ltd is a 100% Black Female Owned Company managed by Miss Thandiwe Tshabalala. Miss Tshabalala is born and bred in Welkom and currently resides in Ernest Oppenheimer Park, Thabong, Ward 25. Falcon Concepts was formed in 2012 with the intention of taking advantage of the opportunities for women, especially black women opening up in the construction business and has a Grade 1 GB and CE grading.
- As a company, we've been doing extensive research in brick manufacturing and realized that there aren't that many brick manufacturing businesses owned by black women around the Matjhabeng district. With that in mind, we then took the decision to do more research on clay brick manufacturing as it is cost effective and there are ample sites with clay around the Matjhabeng district. We have identified site 1/690 in Welkom near Bronville for our clay brick manufacturing venture. We require a lease contract for 10 years from the municipality for this site or a memorandum of understanding.
- As water is needed to manufacture bricks, we will drill a borehole for this purpose or apply at Sedibeng water.
- Brick is one of the primary building materials known to the mankind. The process of manufacturing of brick also has not undergone much change over centuries across the world. The bricks are significant basic material for all spheres of building activities and constitute about 15% of the total building material cost. Clay bricks have been proven to be cost effective to produce and most people are finding them desirable. We've realised that most RDP homes are built with clay bricks nowadays.



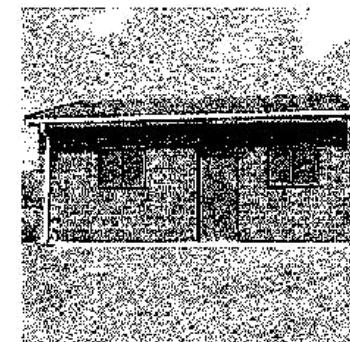
## WHY CLAY BRICKS?

### Design aesthetic

- The options for how clay brick can be used have expanded remarkably in a short period of time. Gone are the days when you had a choice of just two colours of brick: red or yellow. Today there are literally hundreds of colours, finishes and sizes to pick from. This variety lends itself beautifully to the creation of unique and inspiring designs. Brick is versatile for creating unique looks both externally and internally.
- The ways in which clay brick is being used from a design perspective has evolved too. Architects and designers are now using bricks to create 3D sculptural effects, intricate detailing and different shapes, departing from the traditional concept of the brick box structure.

### Energy efficiency and thermal comfort

- With around 39 percent of the home's energy use going towards maintaining a pleasant temperature, it has become increasingly important to build a home that will minimise the energy required for heating and cooling, from both a cost savings and sustainability perspective.
- Research shows that building materials with high thermal mass have the highest energy efficiency. Thermal mass is the ability of a material to retain heat energy when subjected to varying temperatures and then slowly release it back into the environment as conditions change.
- Buildings with the highest thermal mass are made with double brick, also known as cavity brick, followed by brick veneer (an outer layer of brick). As a building material, clay brick offers superior thermal mass. Research shows that building with brick gives greater thermal mass than alternative lightweight building materials.



## TYPES OF CLAY BRICKS

- We are planning on producing two types of clay bricks, namely: solid brick and perforated brick. Now with the perforated brick there are many benefits to the environment for producing this type of brick. Perforating a clay brick is the act of extruding the 3 dimensional clay body such that there are voided areas or holes within the clay body. It is estimated that 30% of clay bricks manufactured in South Africa are perforated, meaning that there is much experience to draw from. An imbalanced die may lead to invisible drying cracking which would only become apparent after firing via an increase in fired waste. Clay preparation, green strength, green brick handling etc. are some of the issues that may also have to be addressed.

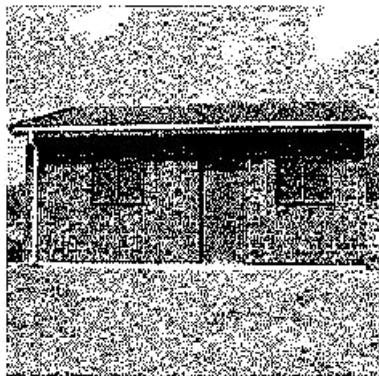
### Nature of benefits

- The shift to perforations provides a range of benefits, with the obvious one being a direct reduction in raw materials used, being either clay or a combination of clay and internal carbon. A total perforation ratio of 20% is an immediate 20% reduction in materials.
- The drying of product is one of the foremost challenges faced by brick makers, and any introduction of perforations which means lower mass, less water and an increase in surface area, leads to a direct reduction in time and energy required for the drying of product.
- The lower mass of product being fired requires a proportionate reduction in firing energy, and also usually has the added benefit of a more "even" burn due to each unit having a higher surface area and improved oxygen availability. Each individual unit also has a reduced "mass" that needs to be cored. Firing times are usually reduced as an added benefit.
- A reduction in fired brick mass also allows for larger loads to be transported adding to the competitiveness of a cored product versus a solid product.

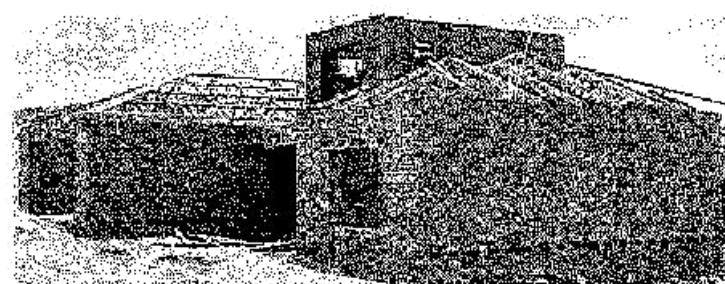
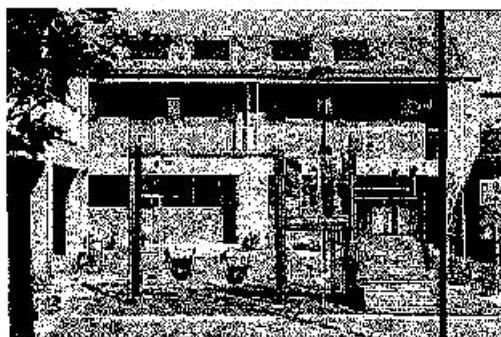


## POTENTIAL CLIENTS

- RDP HOMES



- PRIVATE RESIDENTS



## JOB CREATION

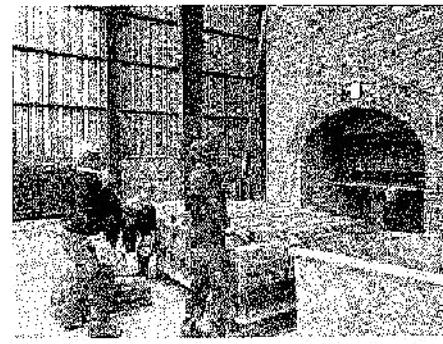
- According to the Quarterly Labour Force Survey (QLFS) conducted by Statistics South Africa in the second quarter of 2017, unemployment was at 27.7%. Meaning 1 out of 4 people eligible and willing to work were without a job. According to this research, approximately 34.4% of residents of the Free State are unemployed.
- High levels of unemployment is fuelling crime in South Africa in our country as the unemployed is turning towards crime to look after themselves and their families. With this project, our aim is to help the government curb unemployment in our district and indirectly help contribute to bringing down levels of crime in our community. At the beginning of this project we'll be able to employ a maximum of 15 people and we're hoping to increase this number as the business grows.

## WOMEN EMPOWERMENT

- The unemployment rate for women is higher than that of men, and women are less likely to participate in the labour market. Black women are the most vulnerable, sitting at 34.2% followed by coloured women at 23.5%. We aim on giving women an opportunity to become part of us. Our objective is to give more women an opportunity to become part of the brick making fabric.

## CSI

- We will contribute 10% of our profits towards Lejweleputswa Community Partnership Trust.



## BRICK MANUFACTURING & SUSTAINABILITY

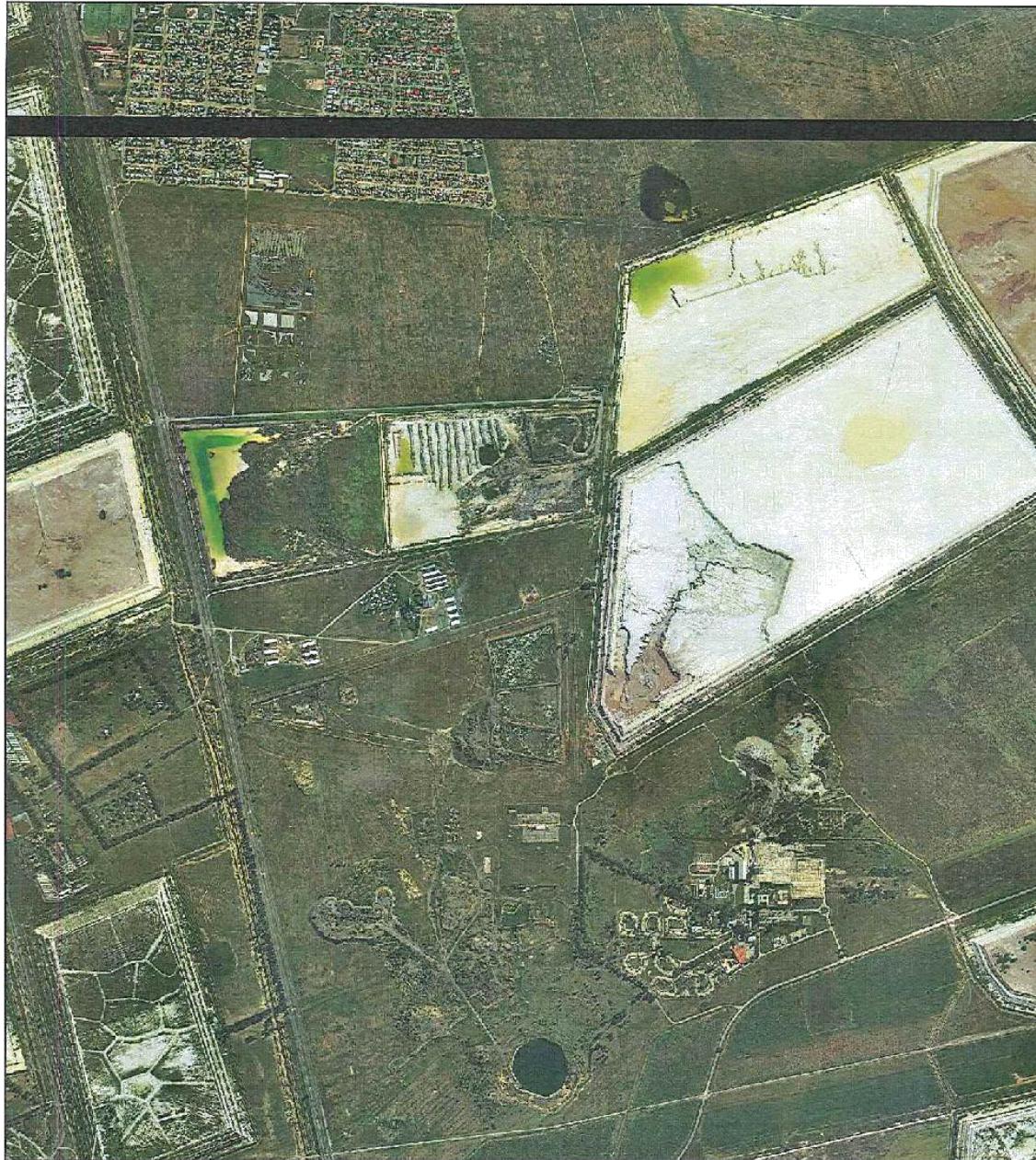
- Brick manufacturing is a highly efficient process. From raw material acquisition to production, brick manufacturers incorporate many sustainable practices. Brick is made primarily from clay and shale, which are abundant natural resources [Ref. 7], and most brick manufacturing facilities are located near the clay and shale mining sites — many less than a mile away. Once the clay is mined, it is ground to suitable particle size, mixed with water and formed into brick. Recycled materials frequently are incorporated into the clay/shale mixture. Recycled waste from other industries — such as bottom ash and fly ash from coal-fired generators, glass, stone dust and ceramic tile — may be incorporated. Reclaimed industrial metallic oxides can be used as colorants in brick. Because fired brick are inert, brick can safely encapsulate many materials.
- Sustainable Practices in Manufacturing of brick is an efficient process in many ways. On average, only about 5 percent of all material mined to make brick is lost in the mining process. About 3.5 percent of the manufactured product ends up as scrap, most of which is returned to the manufacturing process or recycled for secondary uses such as structural fill. Water used in brick production and heat from kilns are both recycled and reused.
- Brick manufacturing is more energy efficient now than ever. As recently as 2007, the energy needed to dry and fire brick was in the range of 1200 to 1300 Btu per pound of brick produced. In 2012 a rough estimate of the average energy needed dropped to the range of 800 to 900 Btu per pound of brick produced — a reduction of an additional 30 percent. Contemporary brick manufacturing continues to improve in efficiency. These improvements include providing more energy-efficient kilns, increasing production of brick that require less energy to make and installing energy-efficient lighting.

## Contacts

**Ms. Thandiwe Tshabalala**  
**Managing Director**  
**Falcon Concepts (Pty) Ltd**  
**Mobile: 082 948 5188**  
**Email: thandigemini@yahoo.com**

Bronville

2018-06-22  
Scale: N.T.S.



## Response on Revenue Collection from lessees of Municipal Farms

Name of Applicant	Name of Farm	Hectares	Total amount Overdue	Total amount paid/Commitment
1. Setoromo Geelbooi Khiba	Kroomfontein 209 RD Portion 1	150	R32 735.00	R23 500.00/ To pay the outstanding amount of R9 235.00 in Five(5) instalments of R2 000.00
2. Lungile Freddy Khuze	Kroomfontein 209 RD Portion 1	101	R9 999.00	R9 999.00/Outstanding amount settled
3. Buti Piet Motsamai	Eden 492 RD	15	R3 793.50	To settle an amount of R3 793.50 on the 30 <sup>th</sup> June 2018
4. Mojakhomo Nthakoana Clemendne	Geluckspan 394 RD	100	R68 172.00	Committed to pay an amount of R5 000.00 starting from 15 <sup>th</sup> July 2018
5. Matsitsa Sechaba	Erfdeel 198 RD	72	R7 840.80	R7 840.80/Outstanding amount settled
6. C.M Xuma	Ophir 405 RD	180	R119 376.60	Committed to pay an amount of R10 000.00 starting from the 31 <sup>st</sup> July 2018
7. Richard Thethani, Morena Setai and Mpemvana	Dorpsgronden 345 RD	150	R36 185.60	R37 000.00/Outstanding amount settled
8. Billy Mhlafu	Dankbaaheid 187 RD, PTN 2	176	103 985.22	Not prepared to pay due to various reasons he cited ranging from <ul style="list-style-type: none"> <li>• Mentor who disappeared</li> <li>• Loss of 70 bags of mealies seed due lack of rain</li> <li>• Lost 2000 000.00 due to drought</li> </ul>

## LENONG CIVIL ENGINEERING (PTY) LTD

Reg No 2011/130212/07

### COMPANY PROFILE

#### HEAD OFFICE

260 Kent Avenue  
Ferndale, Randburg  
2194

#### CONTACTS DETAILS

(011) 463 1866 &  
(011) 463 1883 / 1937  
Fax (086) 275 0539  
082 555 3682  
[office@lenong.co.za](mailto:office@lenong.co.za)  
[collin@lenong.co.za](mailto:collin@lenong.co.za)

#### YARD 1

Portion 28 of 169 IR farm Varkensfontein  
Nigel  
1491

#### YARD 2

Portion 53 of ERF 24097  
Diepkloof, Zone 2  
Soweto  
1894

**BUSINESS PROFILE**  
**LENONG CIVIL ENGINEERING (PTY) LTD**  
**2011/130212/07**

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**1.1 Introduction**

**THE COMPANY PROFILE**

<b>Name of Corporation</b>	<b>Lenong Civil Engineering (Pty) Ltd</b>
Corporation's Representative	Collins Kubeka
Registration Number	2011/130212/07
Income Tax Number	9467218849
Vat Registration number	4860168089
PAYE Registration number	7590732824
CIDB Number	115024
CIDB grading	8 CE PE, 7 GB PE
Unemployment Insurance Number	U590732824
SDL Registration Number	L590732824
Bankers	ABSA BANK
Account Type	Business
Bank Account No.	4060 3540 47
Type of Business	Civil construction
Physical address	260 Kent Avenue Ferndale Randburg 2194
Postal Address	P.O.Box 4798 Johannesburg,2000
Email addresses	<u><a href="mailto:office@lenong.co.za">office@lenong.co.za</a></u>
Business Telephone No.	(011) 463 1883 / 1866
Cell	082 555 3682
Fax	086 275 0539 / (011) 463 1877

## 2.1 Directors / Shareholders

The details of the sole director ;

	<b>Attributes</b>
Name	Collins Kubeka
Position	Chief Executive Officer
Percentage shares	100%
I.D Number	6008205545087
Postal Address	P.O.Box 4798 Johannesburg 2000
Mobile Number	082 555 3682

## 2.2 COMPANY STATUS

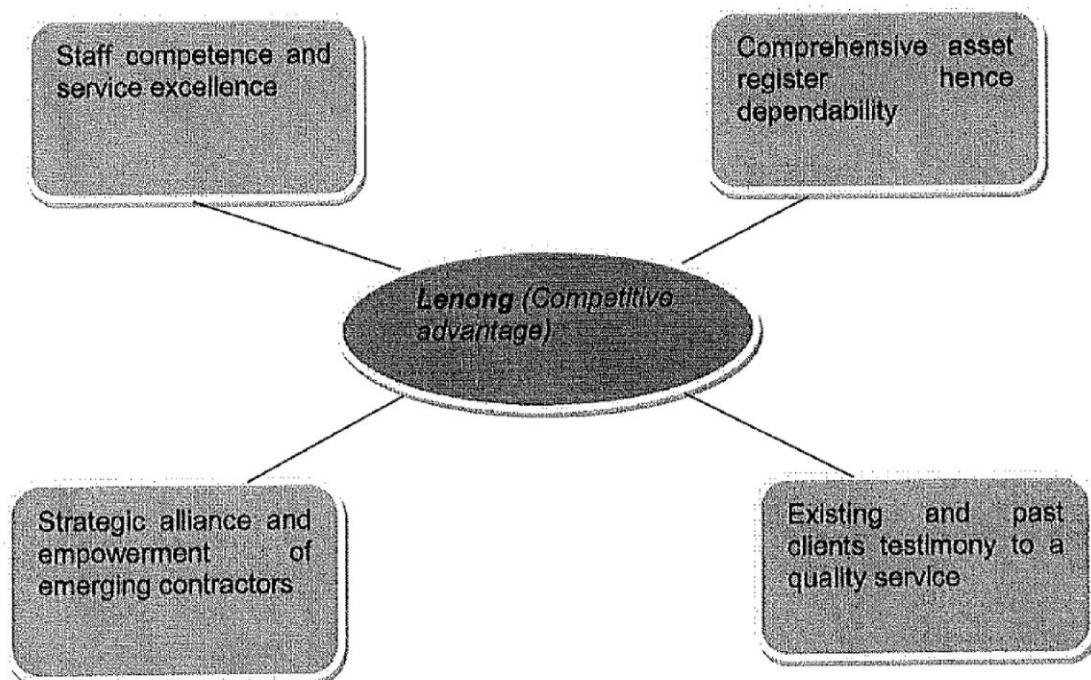
Lenong Civil Engineering (Pty) Ltd has been operating for the past 21 years in the civil, building construction industry. The company is registered with the CIDB, membership number 115024, Grade 8 CE PE,7 GB PE.

In 2015 Lenong ventured into Mining operations working on the Nigel 2 dump where we worked on extraction of ballast rock and gold baring ore as well as the rehabilitation and remediation of the dumps.

In the same year 2015 a sister company, Lenong Mineral Resources (Pty) Limited was established to expand the company into mining and contract mining which saw the company contracted for chrome ore mining in Rustenburg area. Presently we are carrying out chrome mining operations in South Africa and Zimbabwe.

### 3. COMPETITIVE ADVANTAGE

Lenong Civil Engineering (Pty) Ltd is the preferred contractor in civil engineering and other construction related works as a result of the following factors:



#### ***Staff competence and service excellence***

#### ***Comprehensive asset register hence dependability***

Lenong has the required plant and equipment to execute projects of a fairly big magnitude. Our plant and equipment enables us to timeously execute our projects to the clients' satisfaction.

#### ***Strategic alliance and the empowerment of emerging contractors***

The company partners with renowned contractors in various joint venture agreements. Furthermore Lenong is committed to the empowerment of emerging contractors through sub-contracting projects of various scales such as paving, road surfacing, laying of kerbs to mention a few. The company's procurement strategy has a blue print to empower emerging contractors. We ensure that we

procure our materials and other complimentary services from local suppliers so as to empower them and ensure that they become self-sustaining in the long run.

***Current and past projects testimony to a quality service.***

Lenong has executed numerous projects in the public and private sectors respectively. The company has delivered the best service in these projects and continues to do so.

**4. HUMAN RESOURCES**

Lenong boasts of a highly trained team of accountants, civil engineers, project managers, quality managers, surveyors etc. The company blends experience and youth to encourage skills transfer and improve individuals' profiles.

**List of professionals**

1. Antony Marunga – Project Manager ECSA Member 2012017, BSc (Hons) in Civil Engineering, MSc Water resources and management.
2. Gilvas Nhemachena – Project Manager ECSA member, SAICE member, Professional Engineer, BSc Eng (Hons Civil Engineering) MSc Engineering (Construction Management) Dip (Project Management)
3. Solomon Nyamini – Site Agent National Certificate in construction technology
4. Robert Ndlovu – Health and Safety Manager *Post grad Diploma in Science - Wits University, Msc Environmental Management, BSC Honours In Geography and Environmental Studies - (Aug 2000 to 2004)*, Environmental Management System Lead Auditor (ISO 14001:2004) -Statistical Quality Management Institute (Nov 2005), Certificate in Environmental Law- University of Pretoria (April 2007), Applying SHE Principles and Procedures- NOSA, SAMTRAC Safety Management Training Course
5. Rufaro Mukarazi – Quantity Surveyor MSc (Quantity Survey) Wits University

## ASSETS AND CAPACITY DELIVER

The company has an asset register which consists of the following:

### Asset register

Asset	Book value
Office furniture	R 400,000
Plant and equipment	R29,000,000
Trucks and vans	R1,700 000
Total	R50,000,000

We have the following plant which ensures timely execution of our projects.

### Plant and Equipment

Plant and equipment consist of the items listed below:

- 2\* Caterpillar 30 Ton excavator
- 2\* Caterpillar 20 Ton excavator
- 2\*Caterpillar 140H Graders
- 5\*Caterpillar TLB 428
- 3\*Caterpillar 10 Ton roller
- 2\*20,000 litre water tankers
- 1\*10,000 Litre Water
- 4\*15 Mercedes Benz Cubic metre Tipper Trucks
- 2\*8 Ton Flat Back Trucks
- 4\*4 Ton Flat Back Truck
- 4\*1 Ton Bakkie
- 4\*Tractor with Broom
- 4\*Caterpillar Bomag 60
- 16 \* Lincoln ranger high volt welding machines

- 6. TESTIMONY TO SERVICE EXCELLENCE: REFERENCES, PROJECTS COMPLETED AND PROJECTS AT HAND**
- From small beginnings over a period of 10 years, the company has executed & completed projects worth over R 330 million.

Project Title	Period	Client	Value R Million	Contact person and number	Status
Rail formation Rehabilitation and drainage upgrade.	July 2013 to current	Metrorail PRASA	R12 Million	Buhlebenkosi M 0605260906	In progress
Earthworks, pipe laying, pipe jacking and associated civil works- Lethabo Pumping Station to Vereeniging (B19)	April 2013 to 2015	Randwater	R97 Million	Marcus Dlamini (011) 682 0598	Completed
Earthworks, pipe laying, pipe jacking and associated civil works – Elkennhof to Waterval Reservoir	February 2013 to 2015	Randwater	R 52.5 Million	Mr N Mazwi 011 682 0789 Nathi Ndawo	Completed

Design, upgrading and construction of gravel roads in Ekurhuleni Metropolitan Municipality Contract SP02/2008	2008-2012	Ekurhuleni Metropolitan Municipality	R 82.7 Million	Memé Khumalo 011 999 6572	Completed
Construction of temporary bus and taxi facilities at Mabopane station	Jan 2013	Transport Department the City of Tshwane	R 4.5 Million	Idowu Adegeleu 072 785 0885 <a href="mailto:idowuA@tshwane.gov.za">idowuA@tshwane.gov.za</a>	Completed
Proposed Additional facilities to Kopano Matla Primary School	June 2011	Department of public works (subcontract under Bheki JV)	R20 Million	Donald Mthimkhulu (056) 212 5326 076 505 3735	Completed
Maintenance of gravel roads, for a period of 12 months as and when required for the per way Department of Gauteng Metrorail Region	August 2012 to Sept 2012	PRASA (Subcontract under Mahlabeleto Construction CC)	R1.2 Million	Moloantso Molofi 076 829 1281	Completed
Rail formation Rehabilitation and drainage upgrade.	Dec 2011 – Mar 2012	Metrorail PRASA	R10.4 Million	Lusanda Tyebileyo (011) 774 2980	Completed

Earthworks and paving at Hospice, Diepkloof(JHB)	Dec 2006-Feb 2007	S.A Hospice	R 1.3 Million	Ibrahim 084 583 3396	Completed
General maintenance of Cemeteries, Botanical Gardens, Parks and Dams	Jul 2006-Jun 2007	Johannesburg City Parks	R 12.5 Million	Derick Hlatshwayo 083 407 9075 011 712 6625	Completed
Highway maintenance	2000-05 JV	South African Road Agency	R 52 Million	Africon 012 427 2000	Completed
Surfacing of roads in Orlando	2001	Greater Johannesburg (Metropolitan Local Council)	R 2.5 Million	Hattingh Potgieter 011 678 8630	Completed
Surfacing of roads in Doornkop	2001	Greater Johannesburg MLC	R 2.5 Million	Hattingh Potgieter 011 678 8630	Completed
Re-gravelling of roads	2000	NPRA (Northern Province Road Agency	R 2 Million	Lienbenburg Jenkins 012 998 4189	Completed

## **8. CONCLUSION**

Infrastructural development is one of the critical dimensions to developing local economies. Lenong Civil Engineering (Pty) Ltd is strategically positioned to ensure employment creation and providing a safe built environment for economic prosperity.





## mineral resources

Department:  
Mineral Resources  
**REPUBLIC OF SOUTH AFRICA**

Private Bag X33, Welkom, 9460, Tel: (057) 391 1302  
314 Stateway, The Strip Building, Welkom, 9459  
Enquiries: NV Zindela

### REGISTERED MAIL

The Directors  
Lenong Mineral Resources (Pty) Ltd  
P O Box 4798  
**JOHANNESBURG**  
2000

Attention: **C Kubheka**

### **REWORKING OF THE SLIMES DAMS IN THE FREE STATE REGION.**

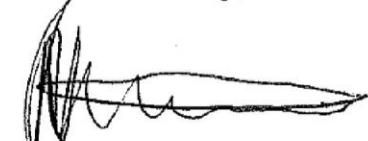
Your letter dated 7 February 2017 regarding the above matter has reference.

Please note that, following the decision of the High Court of South Africa, Free State Provincial Division, in the De Beers Atqua case, this office is not in a position to entertain your interest in working the slimes dams as the Court ruled in the said case that Department does not have jurisdiction to regulate the slimes dams.

The Matjhabeng local municipality is currently in negotiations with Harmony, Harmony being the owner of most of the slimes dams in the Matjhabeng jurisdiction, to see how best communities in the area and or

interested parties like your Company can benefit from these slimes dams so you are free to approach the Matjhabeng local municipality, LED section, for further enquiries on this matter.

Yours faithfully,



NV ZINDELA

**REGIONAL MANAGER: MINERAL REGULATION**

**FREE STATE REGION**

**DATE: 22/02/2017**



**rural development  
& land reform**

Department:  
Rural Development and Land Reform  
REPUBLIC OF SOUTH AFRICA

OFFICE OF THE EXECUTIVE MANAGER, FREE STATE SHARED SERVICES CENTRE,

Private Bag X 20546 Bloemfontein, 9300; Tel: 0514004200; Fax: 051 4302392

Attention: Manager -- Projects Agriculture and Mining ( Matjhabeng Municipality)

**RE: PROPOSAL FOR LAND EXCHANGE**

The Department of Rural Development and Land Reform, has purchased the farm Onverwag No. 728 measuring 437, 3814ha, Situated in Matjhabeng local municipality within Lejweleputswa District. The Department has got a lessee, on the farm, named Mr. Tsoai who will be provided with a 30 year lease as soon as the internal departmental processes are completed.

The lessee was approved for Recapitalisation Development funding to plant cash crops on the farm. The lessee has built a two roomed house on the portion belonging to the municipality, due to the fact that he was misled by the previous owner in terms of boundaries of the farm. Surveyor general has since shown him the correct boundaries of the farm.

The Department of Rural Development and Land Reform would like to start the negotiation with the municipality to exchange a portion of Onverwag No. 728, measuring 24,86ha, where the house is built with an alternative portion within the main farm Onverwag No. 728, measuring 36.9596ha. Please note that a site visit to the farm was conducted between the officials of the Municipality and Rural Development to verify the encroachment by the lessee. Kindly note that the site visit was conducted by officials from the department and municipality to verify the encroachment where the lessee has constructed a house.

The Department of Rural Development and Land Reform will incur all the costs of exchange processes. Therefore kindly confirm your availability for the proposed meeting.

Therefore kindly confirm your availability for the proposed meeting.

Your cooperation with this regard will be highly appreciated

Kind regards,

Ms Usanda Mahlawe

**DIRECTOR: PROPERTY MANGEMENT**

DATE: 25/10/2016

## MATJHABENG



**Municipality  
Umasipala**  
P O Box 708  
Welkom, 9460  
South Africa

**Mmasepala  
Munisipaliteit**  
Tel: (057) 916 4138  
Fax: (057) 352 5470

**OFFICE OF THE EXECUTIVE DIRECTOR:  
LED AND PLANNING**

Reference: 18/1/7

Enquiries / Navrae / Dipatliso : Zolile Mashiqha  
 Room no / Kamer nr / Kamore ya : 419  
 Date / Datum / Letsatsi : 11 January 2016

Free State Provincial  
 Rural Development and Land Reform Office  
 Private Bag X20546  
 9300

Attention : The District Manager

**PROPOSAL FOR LAND EXCHANGE (A PORTION OF FARM GELUCKSPAN 394 RD  
 MEASURING 37HA AND A PORTION FARM ONVERWAG 728 RD)**

1. With reference the letter dated 25<sup>th</sup> October 2016 regarding the proposal for land exchange.
2. Your request is receiving necessary attention.
3. An item will be prepared to the council for consideration.
4. You will therefore be informed about the progress regarding the matter.

I trust you find the above in order.

Yours Faithfully

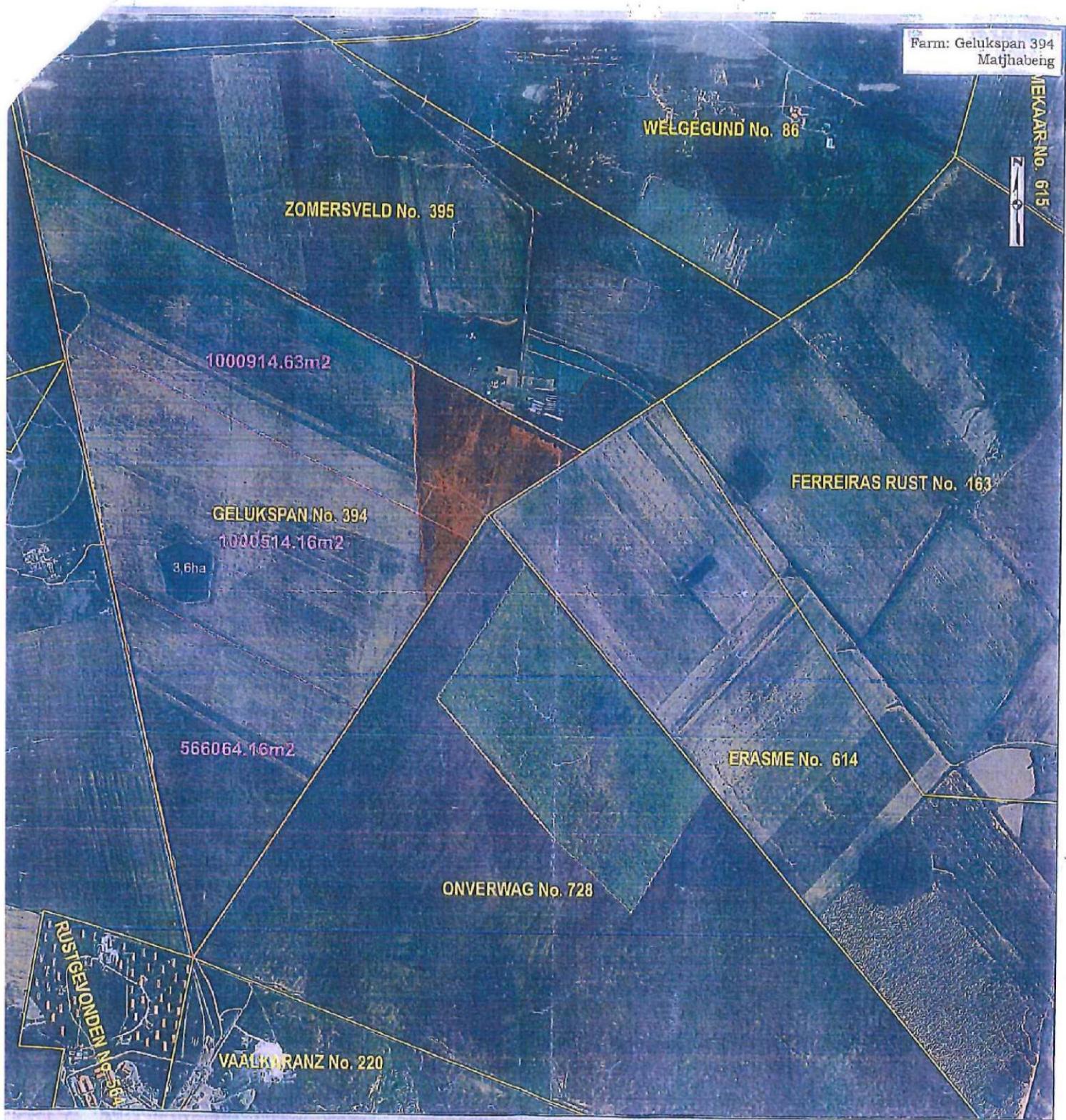
X. Mswele

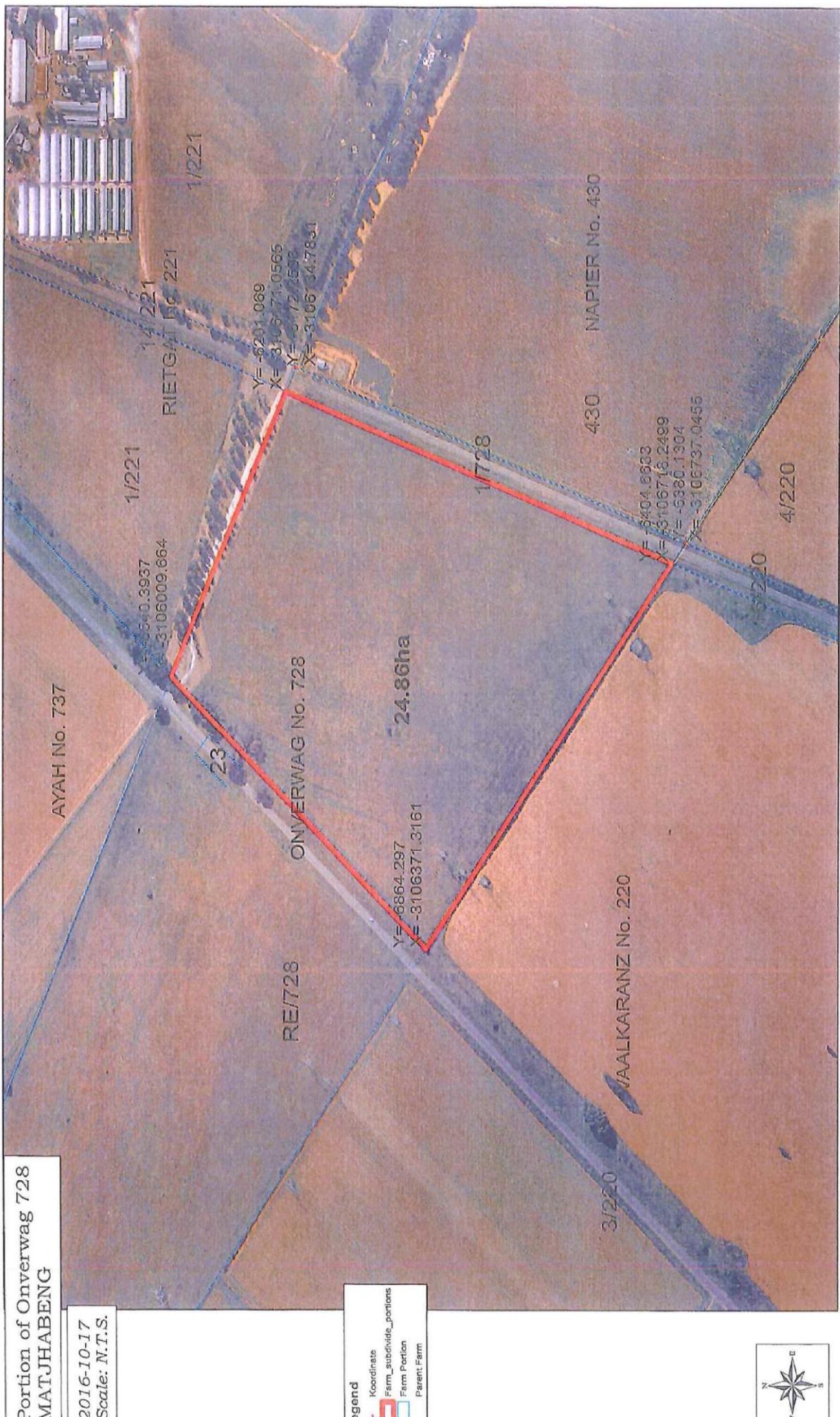
EXECUTIVE DIRECTOR: LED & PLANNING

Received by ..... P. Kulati .....

Signature ..... 

Date ..... 17/01/2017







**DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT CONSOLIDATED MONTHLY REPORT MAY 2018****BRANCH DEVELOPMENT PLANNING:**

<b>OBJECTIVE</b>	<b>STRATEGY</b>	<b>PROJECTS</b>	<b>TARGET DATE</b>	<b>PROGRESS</b>	<b>CHALLENGES</b>	<b>REMEDIAL ACTIONS</b>
Matjhabeng Spatial Development Framework Plan: To review and implement the Matjhabeng SDF	Public invitation of proposals for the appointment of consultants	<b>Review of the Matjhabeng 2013 SDF</b>	December 2018	Consultants appointed	Project stopped	
	<ul style="list-style-type: none"> <li>• Identify and profile vacant erven</li> <li>• Develop strategy regarding redevelopment potential of each area.</li> <li>• Determine cost of bulk services</li> <li>• Draft priority list</li> </ul>	<b>Marketing and redesign of vacant residential erven in following areas:</b> <ul style="list-style-type: none"> <li>• Allanridge X2</li> <li>• Allanridge X3</li> <li>• Flamingo Park X2</li> </ul>	December 2018	<ul style="list-style-type: none"> <li>• All areas were profiled.</li> <li>• Feasibility of areas calculated in consultation with Infrastructure</li> <li>• Vacant erven in Naudeville X2 and Thabong X22</li> </ul>	Lack of bulk services in various areas	

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
	<ul style="list-style-type: none"> <li>Marketing of priority areas</li> </ul>	<ul style="list-style-type: none"> <li>• Naudenville X2</li> <li>• Riebeeckstad X1</li> <li>• Rheeder Park X2</li> <li>• Virginia X10</li> <li>• Ventersburg X6</li> <li>• Odendaalsrus X13</li> <li>• Hennenman</li> <li>• Kitty - Virginia</li> </ul>		<p>(Thandanani area were advertised for gap market housing.</p> <ul style="list-style-type: none"> <li>• Proposals evaluated and submitted to Bid Evaluation Committee</li> <li>• A report was submitted to Council on all high priority areas</li> </ul>		
	<ul style="list-style-type: none"> <li>Develop terms and reference for the evaluation of each area</li> </ul>	<b>Regeneration of core economic areas in Matjhabeng:</b>	December 2018	<ul style="list-style-type: none"> <li>Preparation of terms of reference for regeneration</li> </ul>	<ul style="list-style-type: none"> <li>Lack of internal budget funding</li> </ul>	To prioritize and to develop broad development strategies for priority

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
	<ul style="list-style-type: none"> <li>Identify potential funders</li> <li>Submit applications for funding</li> <li>Develop broad development strategies internally if no funding is available.</li> </ul>	<ul style="list-style-type: none"> <li>CBD areas</li> <li>Industrial areas</li> <li>Commercial areas</li> </ul>		studies in progress	<ul style="list-style-type: none"> <li>Limited divisional capacity</li> </ul>	<p>commercial areas internally.</p> <p>Chamber of Business was requested for assistance.</p>
Township establishment: To facilitate urban township expansion	<ul style="list-style-type: none"> <li>Urban analysis to determine land shortages</li> <li>Secure funding for township establishment</li> <li>Procurement and</li> </ul>	<b>Township establishment</b>	December 2018	<ul style="list-style-type: none"> <li>Preparation of a Land Status Quo report is in progress</li> <li>Technical Project Steering Committee was established to address various</li> </ul>	<ul style="list-style-type: none"> <li>Problem with reliable and easy data manipulation from Treasury and Valuation roll.</li> </ul>	<ul style="list-style-type: none"> <li>Completion of the Hda Project Pipeline is in progress.</li> <li>Housing Sector Plan to be compiled by SDF consultants</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
	appointment of planning consultants			LED and HS projects ogress		• Report was submitted to Council
	• Facilitation of project implementation	<b>Planning and pegging of 7000 erven in Matjhabeng:</b> <ul style="list-style-type: none"> <li>• Thabong/Bronville:</li> <li>• Phokeng – 680</li> <li>• Thabong T15 – 180</li> <li>• Freedom Square – 210</li> <li>• Thabong X15(E) – 800</li> </ul>	December 2017	<ul style="list-style-type: none"> <li>• The following township registers were opened:           <ul style="list-style-type: none"> <li>• Bronville</li> <li>• Homestead</li> <li>• Freedom Square</li> <li>• Phokeng</li> </ul> </li> </ul> <p>The registration of the following areas were submitted to the Deeds Office:</p>	<ul style="list-style-type: none"> <li>• The provision of Bulk and internal services critical for occupation.</li> </ul>	Monitoring progress

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
		<ul style="list-style-type: none"> <li>• Bronville – 500</li> <li>• Phomolong (Ventersvlakte) – 800</li> <li>• Mmamahabane – 434</li> </ul> <p><b>TOTAL: 7000</b></p>		<ul style="list-style-type: none"> <li>• Nyakallong</li> <li>• Phomolong</li> <li>• Mmamahabane</li> </ul>		
	<ul style="list-style-type: none"> <li>• Appointment of consultant for the planning, pegging and registration of erven.</li> </ul>	<b>Township establishment - Surveying and registration of the Dichocolateng area</b>	September 2016	<ul style="list-style-type: none"> <li>• Registration and opening of township register in progress</li> </ul>	<ul style="list-style-type: none"> <li>• Provision of internal services to ensure a functional township</li> </ul>	
	<ul style="list-style-type: none"> <li>• Determine the need for new residential development</li> </ul>	<b>Motivate and purchase private land for new urban development</b>	March 2017	<ul style="list-style-type: none"> <li>• Meeting held with ward Cllrs and stakeholders in Nyakallong to discuss land</li> </ul>	<ul style="list-style-type: none"> <li>• Current backlog±9000 – 12000 erven as per latest summary</li> </ul>	<ul style="list-style-type: none"> <li>• Further follow up with Department of Human Settlement on</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
	<ul style="list-style-type: none"> <li>• Identification of potential areas for development.</li> <li>• Consultation with ward Committees</li> <li>• Secure funding where necessary</li> </ul>	<ul style="list-style-type: none"> <li>• Meloding</li> <li>• Nyakkalong</li> <li>• Thabong</li> </ul>		<p>possibilities for 2000 erven.</p> <ul style="list-style-type: none"> <li>• Meloding – similar meetings will be arranged for Meloding</li> </ul>		<p>potential funding.</p> <ul style="list-style-type: none"> <li>• Internal evaluation of available land</li> </ul>
<b>Land alienation: To alienate vacant municipal owned land with a high potential for industrial and commercial development</b>	<p>Ongoing process:</p> <ul style="list-style-type: none"> <li>• Land identification and evaluation.</li> <li>• Council approval</li> <li>• Marketing</li> <li>• Evaluation of development proposals.</li> </ul>	<b>Marketing of High Potential Commercial erven in terms of Council Resolution A107/December 2016</b>	15 August 2017	<ul style="list-style-type: none"> <li>• Land advertised as per Resolution in December 2016</li> <li>• Invitation of development proposals closed 24 March 2017</li> <li>• Technical evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Capacity to evaluate applications.</li> <li>• Bid evaluation Committee did not meet yet</li> </ul>	Report submitted to EXCO.

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				finalised report for Bid Evaluation Committee		
Development facilitation: To facilitate and coordinate the development of development projects in Matjhabeng	To coordinate and facilitate all interdepartmental inputs regarding major development projects, establishment and management of project steering committees	<b>Welkom Walkway conversion</b>	September 2017	<ul style="list-style-type: none"> <li>• Lease agreement with walkway property owners were signed by the Municipality</li> <li>• First technical meeting of Steering Committee finalised</li> <li>• Construction commenced</li> </ul>	<ul style="list-style-type: none"> <li>• Site development plan and services plan.</li> </ul>	
		<b>SUNELEX project</b>	September 2017	<ul style="list-style-type: none"> <li>• National Treasury</li> </ul>	<ul style="list-style-type: none"> <li>• Signature of PPA agreement</li> </ul>	<ul style="list-style-type: none"> <li>• Submission of information to Fluxmans to</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				evaluating PPA agreement		comply to National Treasury requirements
	Submission of final report to Council to address Council conditions and rezoning of the property	<b>Multi-Purpose stadium</b>	October 2017	<ul style="list-style-type: none"> <li>• Final submission of rezoning application was finalised – only EIA and Bulk Engineering Report outstanding</li> <li>• Application for further extension of land availability agreement was resolved by Council.</li> </ul>	<ul style="list-style-type: none"> <li>• Outstanding reports to support the rezoning application awaited.</li> </ul>	<ul style="list-style-type: none"> <li>• Continuous monitoring of progress and assistance where required</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				<ul style="list-style-type: none"> <li>• Addendum agreement signed.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Finalization of purchase agreement</li> <li>• Establishment of a project Steering Committee</li> <li>• Finalization of a site development plan by facilitating inputs from Departments</li> </ul>	<b>UNITRANS (Oranje Toyota) – ERF 9520 CBD</b>	October 2017	<ul style="list-style-type: none"> <li>• Purchase agreement signed by the municipality</li> <li>• Project Steering Committee to be established</li> <li>• Awaiting transfer of erven and application for rezoning, consolidation etc.</li> </ul>	Payment of site	CFO requested to attend to problem.

<b>OBJECTIVE</b>	<b>STRATEGY</b>	<b>PROJECTS</b>	<b>TARGET DATE</b>	<b>PROGRESS</b>	<b>CHALLENGES</b>	<b>REMEDIAL ACTIONS</b>
	<ul style="list-style-type: none"> <li>• Site identification</li> <li>• Site approval – Department</li> <li>• Council resolution</li> <li>• Finalization of purchase agreements</li> <li>• Development facilitation</li> </ul>	<b>New Clinics</b>	October 2017	<ul style="list-style-type: none"> <li>• Drafting of land alienation contracts in progress</li> </ul>	<ul style="list-style-type: none"> <li>• Purchase agreements not yet finalised and signed.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow up with conveyancer on progress</li> </ul>
	Appointment of consultants to evaluate alternative sites (geotechnical reports (MIG project)	<b>New Cemetery Mammahabane</b>	September 2017	<ul style="list-style-type: none"> <li>• Technical investigation and layout of new cemetery was finalised.</li> <li>• Report to be submitted to Council for</li> </ul>		

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				approval of site.		

#### **BRANCH DEVELOPMENT CONTROL:**

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
<b>BASIC SERVICE DELIVERY: GENRAL PROJECTS</b>						
To facilitate and control development in terms of the Land Use Management Plan	To compile policies in order to give guidance for the future development of erven.	<ul style="list-style-type: none"> <li>• Land Use Management Scheme/Plan</li> </ul>	31 December 2019	<ul style="list-style-type: none"> <li>• Land Use Management Scheme/Plan is a draft, has been approved by Council but is not SPLUMA compliant. However,</li> </ul>	<ul style="list-style-type: none"> <li>• Lack of internal capacity.</li> <li>• Project has halted due to budget constraints from Council.</li> </ul>	<ul style="list-style-type: none"> <li>• Employ more competent town planners to enforce the new Land Use Scheme.</li> <li>• Municipality must make necessary arrangements</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
		<ul style="list-style-type: none"> <li>• Tuckshop Policy</li> <li>• Car Wash Policy</li> <li>• Policy on restricted security access</li> </ul>		<p>after engaging with COGTA Spatial Planning Directorate on the 30<sup>th</sup> October 2017, a new Land Use Scheme must be drafted from scratch.</p> <ul style="list-style-type: none"> <li>• A consultant has been appointed by Council during December 2017 in order to compile a new Land Use Scheme on</li> </ul>		<p>for funding and continuation of the compilation process.</p> <ul style="list-style-type: none"> <li>• Employ more competent</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
		<ul style="list-style-type: none"> <li>Policy on Telecommunications Mast Infrastructure</li> </ul>		<ul style="list-style-type: none"> <li>behalf of the municipality.</li> <li>Research on other policies is currently underway.</li> </ul>	Lack of capacity hampers with the drafting and finalisation of policies.	<p>town and regional planners.</p> <ul style="list-style-type: none"> <li></li> </ul>
Implementation of SPLUMA	Ensure Municipal Planning Tribunal sits.	Decide on land use applications received	Ongoing	<p>Municipal Planning Tribunal Meetings have been taking place accordingly.</p> <p>MPT have requested a special meeting with Council and EXCO.</p>	<p>Minutes of the MAYCO cannot be accessed.</p> <p>The MPT cannot sit regularly due to internal comments that cannot be received from the Engineering Directorate.</p> <p>MPT requests to Council and EXCO are not prioritised.</p>	<p>Follow-up with regards to minutes of the MAYCO is continuous.</p> <p>Municipal Manager and Acting Executive Director: LED, Planning and Human Settlements to intervene.</p> <p>Urgently employ more skilled and competent staff.</p>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
	Process Land Use Planning applications in line with SPLUMA	<ul style="list-style-type: none"> <li>• Rezoning</li> <li>• Special Consent</li> <li>• Subdivisions</li> <li>• Consolidation s</li> <li>• removal of restrictions</li> <li>• Exemption Certificates</li> <li>• Liquor applications</li> <li>• Zoning Certificates</li> <li>• SMME applications</li> </ul>	Ongoing	<p>New land use applications have been received.</p> <p><b>Applications received:</b> 10</p> <p><b>removal of restrictions and/or rezoning applications received - 10</b></p> <p><b>Amendment of General Plan - 0</b></p> <p><b>Subdivision/ and/or consolidation and rezoning applications received – 3</b></p> <p><b>Special Consent Applications - 2</b></p>	<p>Lack of capacity.</p> <p>Transitional arrangements not properly done.</p> <p>It takes a lot of time and effort to evaluate land use applications.</p> <p>It also takes a lot of time to prepare land use reports for the Municipal Planning Tribunal.</p> <p>Staff underpaid.</p> <p>Officials in Spatial Planning are prone to Burnout.</p>	<p>Consult with COGTA for assistance on a regular basis.</p> <p>Urgently review and update the job descriptions of employees in the Spatial Planning Division.</p> <p>Urgently review and Align remuneration packages of town planners in terms of SPLUMA and workload.</p>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
		<ul style="list-style-type: none"> <li>• Evaluate Building Plans</li> </ul>		<p><b>Exemption Certificates - 5</b></p> <p><b>Liquor applications – 8</b></p> <p><b>Zoning Certificates- 20</b></p> <p><b>Building Plans – 15-</b> Building Plans evaluated</p>	<ul style="list-style-type: none"> <li>• Building plans being approved without circulation and without comments from other departments not being considered.</li> </ul>	<ul style="list-style-type: none"> <li>• Legal action/disciplinary measures be taken against such behaviour.</li> <li>• Ensure that building plan procedures</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				<p style="text-align: right;"><b>Applications Evaluated:</b></p>	<ul style="list-style-type: none"> <li>• No approved building plan procedures.</li> <li>• No quarterly audit from the internal audit and risk division.</li> <li>• The public are suffering with regards to internal conflicts.</li> <li>• No co-operation with the Building Control.</li> <li>• No internal municipal</li> </ul>	<p>are approved by Council.</p> <ul style="list-style-type: none"> <li>• The audit and risk divisions to conduct audit and risk assessment on a quarterly basis.</li> </ul>

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				<b>20 - Zoning Certificates</b> <b>15- Building Plans</b> <b>8 - Liquor Applications</b> <b>0- SMME Applications</b>	systems and procedures.  There is a lot of applications and duties performed by 1 Town Planner in this division.  All the other objectives of the division cannot be easily attended to.  Lack of capacity.	There is a need to employ interns currently in the employ in the Spatial Planning Division and also employ more competent town planners.
Naming of Streets in Matjhabeng				No progress	No Budget	Employ more competent personnel

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
<b>BASIC SERVICE DELIVERY</b>						
Town Planning Scheme applications standards	To deal with and identify town planning applications and to act against transgressions.	Deal with internal/public inquiries, applications for rezoning, subdivision, consolidation, special consents, telecommunications and conduct site inspections. Town Planning Scheme enquiries on a daily basis  Attend Pre-Consultation	Ongoing  Continuous	Deal with matters of the Municipal Planning Tribunal.  Deal with a number of internal, public enquiries on availability of land, town planning scheme information, building plans comments and zoning certificates on a daily basis.  Held 74 Pre-Consultation	Lack of capacity  Remuneration packages of planners not aligned to SPLUMA, municipal grading and not market-related.  No succession planning.  Lack of capacity and no re-alignment with	Urgently employ more competent personnel  Urgently adjust remuneration packages to be SPLUMA compliant, market related and according to municipal grading.  Urgently conduct job-evaluation for all employees in

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
		Meetings according to SPLUMA		Meetings in May 2018.	SPLUMA and job – evaluation.	the Spatial Planning Division, employ more competent staff and remunerate accordingly.
Intergovernmental Relations		Attended SPLUMA Forum in Bloemfontein	18 May 2018	Department of Rural Development and Land Reform and COGTA Spatial Planning Directorate are assisting the municipality with regards to capacity building, transfer of skills, dissemination of information and implementation of SPLUMA.	Lack of capacity. Outdated job descriptions, Organogram and remuneration packages. No succession planning.	Urgently employ more SPLUMA Administrators, Town Planners, GIS Technicians, and remunerate according to the job evaluation. Municipal SPLUMA Admin, Town Planners, GIS Technicians are underpaid since all the work that was done by

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
						COGTA is done by municipal officials.
<b>BASIC SERVICE DELIVERY</b>						
Regulate all businesses in Matjhabeng in terms of the Business Act: <ul style="list-style-type: none"> <li>• Food preparation</li> <li>• Entertainment businesses</li> </ul>	Identify all businesses without business licenses and compile a database of all businesses in Matjhabeng which need to be licensed  Processing of new applications for business licenses.	Survey the whole of Matjhabeng	Ongoing	<p>Targeted inspections of new and illegal businesses: <b>08</b></p> <ul style="list-style-type: none"> <li>• Applications received – <b>0</b></li> <li>Applications approved – <b>5</b></li> <li>• Outstanding comments from other departments.</li> <li>• Departments :</li> </ul>	Lack of capacity. No succession planning	Employ more competent personnel.

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				<ul style="list-style-type: none"> <li>➤ Health Dept – <b>11</b></li> <li>➤ Building Control –<b>13</b></li> <li>➤ Fire Brigade –<b>13</b></li> <li>➤ Town Planning - <b>2</b></li> </ul> <p>Total = <b>39</b></p>		
<b>GOOD GOVERNANCE</b>						
	Participate in Law enforcement on illegal businesses		Ongoing	Matter of illegal business from residential and other stands is attended to on a daily basis but cannot be properly done without the	Lack of capacity. Absence of policies and by-laws.	Employ more competent staff. Develop new policies and by-laws to regulate these businesses.

<b>OBJECTIVE</b>	<b>STRATEGY</b>	<b>PROJECTS</b>	<b>TARGET DATE</b>	<b>PROGRESS</b>	<b>CHALLENGES</b>	<b>REMEDIAL ACTIONS</b>
				necessary personnel.		
		Institute legal action against defaulters	Ongoing	In terms of the National Building Regulations, the Building Control Branch is supposed to address the utilization of buildings for other proposes than what it was approved for on the building plan. They are not attending to this matter at present Law Enforcement Unit must assist with the legal		

OBJECTIVE	STRATEGY	PROJECTS	TARGET DATE	PROGRESS	CHALLENGES	REMEDIAL ACTIONS
				action against the defaulters but need better assistance and feedback from them		

**DIVISION: SMME, TRADE & INVESTMENT**

PROJECT NAME	DESCRIPTION	PROGRESS/STATUS	COMMENTS/CHALLENGES	REMEDIAL MEASURES
Youth Empowerment Programme	The municipality has planned to host an informative breakfast followed by flea market	The event is planned for 29 <sup>th</sup> June 2018  The event aims to showcase the products of young entrepreneurs and services of stakeholders.	Letters requesting sponsorship were distributed to potential sponsors	
TETRA 4 SLP Programme	Identify economic development projects	SMME Division together with Minerals and Energy	SMMES were told to submit quotations of their individual	Quotations will be sent to TETRA 4

	to be funded thorough SLP	Division identified SMMEs operating at Meloding Taxi Rank. Five SMMEs were identified to benefit in the TETRA 4 SLP	business needs. Three SMMEs submitted quotations.	
Matjhabeng Industrial Park (MIP)	Funding Application form for SMME and Cooperatives from DESTEA was issued to all SMMEs at MIP.	<p>A site visit was done at MIP on the 15<sup>th</sup> May 2018.</p> <ul style="list-style-type: none"> <li>➤ A proper hand over and allocation process is still waiting.</li> </ul> <p>No Applications from SMMEs has been submitted as yet.</p>	Strategic methods must be developed in order to reach every SMMEs and Cooperatives within our six towns through our Local newspapers etc....as it was outlined in the Free state growth and development Strategy that is aimed the development, growth and transformation of sustainable Enterprises.	
Meeting with DSBD	Meeting was about discussing available funding /grants available from the department we can tap into them as municipality	Meeting was successful, agreed on Enterprise Incubation Programme grant to apply for, and for the first phase focus on construction		
IDP/Budget Consultative meetings	To participate in questions raised by public during the presentations of IDP/Budget to community members	Meetings were successful		

## LED AND TOURISM DIVISION

PROJECT NAME	DESCRIPTION	PROJECT STATUS	CHALLENGES	REMEDIAL MEASURES
<b>1. Tourism Development: Updating the tourism database</b>	The tourism division within the Local Economic Development, Planning and Human Settlements Directorate is embarking on a process to update the tourism database by collecting information of various stakeholders.	<p>A letter was compiled requesting Ward Councillors to assist on the process by providing information on the following subsectors:</p> <ul style="list-style-type: none"> <li>1. Accommodation establishments (hotels, guest houses, bed &amp; breakfast, self-catering and lodges).</li> <li>2. Resorts and reserves</li> <li>3. Transport services</li> <li>4. Restaurants</li> <li>5. Arts and crafters</li> </ul> <p>Ward Councillors were further requested to provide a list of grade 12 learners who passed tourism as a subject as well as a list of students who have completed a tourism qualification at TVET College, University of Technology or University.</p>	None	The letter was submitted to the office of the Speaker on the 29 May 2018 for dissemination.

<p><b>Events</b></p> <p><b>Tourism:-Art Beat of Central South Africa Exhibition</b></p>	<p>The annual Art Beat of Central South Africa Exhibition held on the 03<sup>rd</sup> -8<sup>th</sup> September 2018 at Ferdie Meyer Hall.</p> <p>The purpose of the Exhibition is to provide a platform for artist from all over South Africa to Exhibit their work at this prestigious Exhibition.</p>	<ul style="list-style-type: none"> <li>➤ The fourth monthly meeting was held on the 3<sup>rd</sup> May 2018 for the preparation of Art Beat of central SA exhibition 2018.</li> <li>➤ The event was presented at the Section 80 meeting.</li> <li>➤ 3 Quotations were sourced, for billboards, advertising screens and wooden boards or dividers. Other quotations still to be finalised.</li> <li>➤ Letters of support to be drafted as soon as budget is concluded.</li> <li>➤ A 3 minutes promotional video for the Art Beat of central SA exhibition to be developed.</li> </ul>		
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		<ul style="list-style-type: none"> <li>➤ Media houses like The Star, Dumelang news, Sunday Times and others to be used for advertising.</li> </ul>		
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#### AGRICULTURE, MINING AND PROJECTS DIVISION

OBJECTIVE	ACTION	BUDGET	TARGET DATE	RESPONSIBILITY	OUTPUTS	STATUS/CHALLENGES
<b>Creation of suitable environment for sustainable agricultural production.</b>	Upgrading of infrastructure at municipal commonages	External	June 2018	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer DARD	Improved infrastructure on commonages.	<b>Revitalization of commonage infrastructure:</b>  The Department of Agriculture and rural development has appointed an implementing agent to oversee the planning of the commonage infrastructure revitalisation programme.  Needs have been identified for different commonages and a site visit will be conducted for

						further analysis in preparation for the feasibility studies and business plans. No new developments in May 2018.
	Upgrading of infrastructure at municipal commonages	External	June 2018	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer Commonage users	Improved infrastructure on commonages.	<b>Lotgeval Farm : Welkom</b>  Commonage users have requested permission for drilling and fitting of a borehole. The process is complete and the borehole is functioning.
	To link small scale Farmers with relevant stakeholders for sustainable agricultural production.	External	June 2018	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer  DARD	Sustainable agricultural projects.	<b>Tsa Kasi Holdings:</b>  Tsa Kasi Holding is an organic fertilizer manufacturing project situated in Kutlwanong (municipal land). The Department of Agriculture has appointed a service provider for expansion of the project. The compilation of a feasibility study and business plan are under way.  No new developments in May 2018.

	To link small scale Farmers with relevant stakeholders for sustainable agricultural production.	External	June 2018	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer  DARD	Sustainable agricultural projects.	<b>Mohodu Mobile Butchery</b>  This is an agricultural value adding project which was initially in Thabong but will from now onwards be mobile around the whole of Matjhabeng.  The Department of Agriculture has appointed a service provider for expansion of the project. The compilation of a feasibility study and business plan are under way.  No new developments in May 2018.
	To link small scale Farmers with relevant stakeholders for sustainable agricultural production.	External	June 2018	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer	Sustainable agricultural projects.	<b>Khanyiso Vegetable Co-operative:</b>  The project is operational and they are currently harvesting spinach and pumpkin.  Seedlings for onion and cabbage have also been prepared.

	To link small scale farmers with relevant stakeholders for sustainable agricultural production	External	June 2018	Manager Agriculture, Mining and projects  Sector Strategy Officer  Project officer	Sustainable agricultural projects.	<b>Sekho Enterprise</b>  The project is operational and currently have approximately 6000 chickens.  The Directorate has linked them with the Department of Rural Development and Land Reform for possible project expansion funding. All needed documents have been submitted and they are awaiting feedback. No feedback was received by May. The project is doing well and they are selling their produce at an informal market in different Matjhabeng units.
	To link small scale farmers with relevant stakeholders for sustainable agricultural production	External	June 2018	Manager Agriculture, Mining and projects  Sector Strategy Officer  Project officer	Sustainable agricultural projects.	<b>Kopano Broilers</b>  The project is operational as there are live chickens in the broiler houses. No figures or new data could be obtained as

						the infrastructure is always locked and no project members are available on site during the site visits by the municipality.
	To link small scale farmers with relevant stakeholders for sustainable agricultural production	External	June 2018	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer	Sustainable agricultural projects.	<b>Batho Farming Youth Empowerment Co-op (Virginia):</b>  The co-operative was allocated 9 hectares of arable land in Virginia Farm. The project is operational, they are harvesting and selling spinach and tomatoes to Welkom Fresh Produce Market and other local formal and informal markets.  Seedlings have been prepared for onion and cabbage.
	Allocation of commonage land for agricultural production	Nil	Ongoing	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer	Sustainable agricultural projects.	<b>Spykos Chicken Store Co-operative Limited ( Hennenman)</b>  This co-operative was granted to use commonage land in 2014 for crop production. They ceased to operate because of drought but have now resumed.

						The soil is being prepared for production at Advonster Farm.
	Allocation of commonage land for agricultural production	Nil	Ongoing	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer	Sustainable agricultural projects.	Distribution of lease agreement for payments and signature has been completed for Pietesrust, Kransvogelvlei Hamburg and Groenpunt farms has been completed. No documents have been received from the farmers and letters to demand commonage fees in areas will be distributed in June.
	Allocation of commonage land for agricultural production	Nil	Ongoing	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer	Sustainable agricultural projects.	4 applications were received for Lotgeval and inspections conducted. Applications are being processed.
	Allocation of commonage land for agricultural production	Nil	Ongoing	Manager Agriculture, Mining and projects Sector Strategy Officer Project officer	Collection of revenue on leased out farms.	31 notices were written and signed by the Municipal Manager, the total revenue expected to be collected once letters are delivered is about R1 673 954.39.

OBJECTIVE	ACTION	BUDGET	TARGET DATE	RESPONSIBILITY	OUTPUTS	STATUS/CHALLENGES
To facilitate the planning and the implementation of the Mining Social Plans in Matjhabeng Local Municipality	Identify economic development projects to be funded through SLP in collaboration with mining houses around Matjhabeng in consultation with the community	Within SLP	December, 2017	LED Managers Executive Director Municipal Manager	MOU to be prepared for all agreed projects which are going to be funded through SLP	<ol style="list-style-type: none"> <li>1. Mou for SLP has been signed by both parties DMR is yet to still to approve the proposed SLP by Harmony Gold Mine.</li> <li>2. SIBANYE Still Waters to have handed over the school hall to Embonisweni Primary School on 22/05/2018.</li> <li>3. Tetra 4 the MOU is yet to be finalised, SMME development in the Meloding Taxi Rank have identified as beneficiaries in the first year of the SLP. 5 SMME are to submit quotations on their individual needs.</li> </ol>
Stimulate and promote small scale mining within Matjhabeng Local Municipality	Lenong Civil Engineering (PTY)LTD is a small scale mining company that has applied for the	External	June 2018		A report for section has been submitted.	The company is awaiting an invitation to Section 80 portfolio committee.

	rehabilitation of a slime dump in Farm Martinas Gift 299.					
	To link small scale farmers with relevant stakeholders for sustainable agricultural production.	External	June 2018	Manager Agriculture, Mining and projects  Sector Strategy Officer  Project officer  DARD	Sustainable agricultural projects.	<b>Tsa Kasi Holdings:</b>  Tsa Kasi Holding is an organic fertilizer manufacturing project situated in Kutlwanong (municipal land). The Department of Agriculture has appointed a service provider for expansion of the project. The compilation of a feasibility study and business plan are under way.  No new developments in May 2018.
	Evergreen Services cc is a small scale mining company that has lodged a mining right with the Department of Minerals Resources for stone aggregate.	On going			A presentation was made to section 80.	The application to be submitted to MAYCO for the presentation to the Council.

	Green Clean- up Project.				Memorandum of Understanding has been approved by the Municipality.	The Municipality has concluded the proses with Department. A report is yet to be submitted by the Department. The next meeting is scheduled for the 26/06/2018
	OMV Crushers Virginia (PTY)LTD 246				The Company has committed R 200 000 to fund bursaries for the community of Meloding.	



## **MATJHABENG LOCAL MUNICIPALITY**

### **MUNICIPAL-MINING DIALOGUE**

***Towards Municipal Mining Engagement Guidelines***

**20 April 2018**



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## 1. Introduction

The Department of Cooperative Governance (DCoG), working with the Centre for Municipal Research and Advice (CMRA), is implementing a national project titled *Revitalisation of Distressed Mining Towns (and Labour-Sending Areas) Through Capacity Building of Frontline Municipal Officials*.

This project, funded by the Belgian Government through The *Tirelo Bosha – Public Service Improvement Facility*, and administered on behalf of the South African government by the national Department of Public Service and Administration (DPSA), aims to support and pilot new ways of delivering public service through contributing to the improvement of frontline public service delivery by stimulating and supporting improvement initiatives at all levels. The overall emphasis of the *Tirelo Bosha – Public Service Improvement Facility* is to support innovative initiatives aligned with the National Development Plan (NDP).

DCoG's project on the *Revitalisation of Distressed Mining Towns (and Labour-Sending Areas) Through Capacity Building of Frontline Municipal Officials* is informed by a number of imperatives and assessments. Primarily, national government has prioritised support to distressed mining towns and labour sending areas following the Special Presidential Package on Mining Towns and Labour Sending Areas. The aim is to crowd-in state and private investment in these declining mining municipalities. From DCoG's perspective, one of the important starting points is improving the planning environment and strengthening relations between local mines and municipalities. In as far as local planning is concerned, the project acknowledges the misalignment in key legislative prescripts, such as the Mineral and Petroleum Resources Development Act (MPRDA) and the Municipal Systems Act, to the extent that they affect Integrated Development Planning as well as social and Labour Plans (SLPs). The project also acknowledges the uneven terrain in municipalities, regarding their relations with local mines.

Against this background , the main objective of DCoG's programme is to capacitate, support and guide South African frontline officials in selected mining municipalities (and labour sending municipalities) to effectively engage mining companies for joint implementation of socio-economic development programmes/projects. There are a number of activities within the project, including:

- Strengthening the existing capacity of municipal frontline officials through a peer-to-peer capacity interventions; and
- Facilitating public-private-partnerships/collaborations and dialogue between mining companies and municipalities. The project also aims to profile good practises with the aim of replicating in other mining municipalities (and labour sending municipalities).

DCoG's project targets eight (8) municipalities, one of these being the Matjhabeng Local Municipality (MLM), located in the Lejweleputswa District Municipality in the Free State Province. On the 20<sup>th</sup> April 2018, CMRA in collaboration with the municipality convened local stakeholders, key among these being local mining houses, for a Municipal-Mining Dialogue. This report captures the key outcomes of this dialogue session. The report is in two parts: A Synthesis of the Dialogue Proceedings as well as a detailed Narrative of the Workshop, which is covered in **Annexure A**.

## 2. Synthesis of Dialogue Proceedings

The objective of the synthesis section is to highlight key issues emerging from the dialogue in Matjhabeng Local Municipality, with the objective of recommending a way forward. The narrative account of the dialogue is presented in the Annexure section of the document.

The main objective of the dialogue session was to understand major issues impacting on building effective and sustained collaborative relations between the mines and the municipality. The session was facilitated by the Centre for Municipal Research and Advice. The facilitator encouraged a freeflow of ideas and information from all participants.

In contextualising the Dialogue Proceedings, DCoG's presentation reflected on the following key issues:

- The project is informed by the Special Presidential Package (SPP) on Distressed Mining Towns and Labour sending areas;
- There is general consensus within the local government sector that the MPRDA and the Systems Act are not well aligned regarding the SLP environment;
- It is necessary to share best practises across mining based-municipalities, hence this project;
- Local solutions to local problems is a fundamental principle in this project, hence this dialogue.

It was then outlined that through these dialogue sessions, national government would like to better understand the issues affecting mining municipalities, without making assumptions on the status quo. DCoG outlined theirs as mainly a fact-finding mission, one that sought to identify major challenges and isolate pockets of best practise.

### 2.1 Programme and Participants

Of the various mining dialogues organised under the *Tirelo Bosha – Public Service Improvement Facility*, the Matjhabeng Local Municipality (MLM) had the best attendance from different local stakeholders. This enabled diverse inputs and enriched the dialogue process. In addition, the Municipality was represented by various Councillors and senior management, which signalled the importance attached to the discourse by the municipal leadership. Masilonyana Local Municipality, a neighbouring municipality to MLM had also been invited, as they share the same challenges, being a mining municipality. The Lejweleputswa District Municipality was also present, presenting an enriching perspective regarding issues of coordinating stakeholders around mining issues in the district. The presence of the regional office of the Department of Mineral Resources (DMR) was also important to the discussions.

The four mines present were also diverse in terms of their mining permits or licencing. There were well established mining with operations in the area (Harmony and Sibanye), one that has recently been granted a mining license in December 2017 and one whose application for mining licence is still underway. Their inputs are reflected in the Annexure section.

In summary, the following stakeholders were among those represented:

- Local Government: Matjhabeng Local Municipality, Lejweleputswa District Municipality and Masilonyana Local Municipality

- Provincial Government: Department of Economic, Small Business Development, Tourism and Environmental Affairs, Free State Department of Cooperative Governance and Traditional Affairs and Free State Development Corporation
- Mining Houses: Sibanye Still Water, Harmony Gold, OMV Crushers, Taung Gold and Northern Lights
- National Government: Department of Cooperative Governance (DCoG) and Department of Public Service and Administration (DPSA) and Department of Mineral Resources (DMR) regional office.

## 2.2 Main Findings and Analysis

The interesting revelation of the various dialogue sessions across various municipalities is the confirmation of just how different localities are. It is easy to assume that because they are all mining municipalities, they all face the same problems. The dialogues have confirmed that a differentiated approach to developmental challenges is always required.

This does not detract from the fact that a common narrative is emerging across the board, and to some extent it confirms some of the initial assumptions of DCoG regarding the disparity or misalignment in legislation in as far as mining and development are concerned. Emerging from the dialogues also is a strong case for guidelines (at a minimum) on how to implement strategic relations between local mines, municipalities and local stakeholders. Given the various challenges in different municipalities in this regard, it almost seems necessary to regulate the issue of institutional arrangements between mines and local stakeholders. It has become clear from these dialogues that there are underlying tensions that can be resolved through a concerted effort of engagement, dialogue, partnership, collaboration, etc.

Issues emerging from Matjhabeng Local Municipality are covered below:

- ***Who should mining houses engage with and how?***

Municipalities, communities, traditional leadership, local small businesses all have valid reasons to engage with local mining houses. In the end, mines must meet the needs of all these stakeholders, either from a legislative standpoint or a developmental imperative. The challenge raised by mines is that stakeholders tend to be fragmented and it becomes a challenge to align their needs (e.g. various business forums).

- ***The unique role of the District Municipality in a mining environment***

District municipalities operating within mining spaces have a unique or additional coordination responsibility around mining issues. The presence of Lejweleputswa District Municipality enabled DCoG and provincial government to understand that there is an opportunity to improve local coordination of at least the municipalities and the mines, particularly where mines have operations in various municipalities within one district. This is an efficient and effective option to streamlining local coordination and collaboration. In fact, in view of the SPP, it is the most viable option for local coordination of all government at the local level.

- ***How should the issue of environmental sustainability of mining operations be dealt with?*** This matter was raised strongly in Matjhabeng Local Municipality, with a strong sense that mines are not well monitored regarding their negative impact on the environment, particularly efforts towards

rehabilitation. Ultimately, the municipality bears the brunt of environmental degradation resulting from unsustainable mining operations / practices.

- ***Who has responsibility for conducting pre-feasibility and feasibility studies for SLP projects?*** This also came as a unique challenge emerging from Matjhabeng Local Municipality. Mines made the point that at times it takes a long time to implement some SLP projects because of having to conduct lengthy feasibility studies. To make matter worse, at times the results of such feasibility studies is negative, indicating that targeted projects are not feasible. Mines proposed that SLP projects should have already undergone feasibility work, such that they are “shovel-ready” and ready for implementation. The municipality on the other hand differed with this perspective, indicating that besides the cost implications of feasibility studies, there is no legislative requirement that the IDP (from which mines extract SLP projects) should contain projects that have been tested through feasibility studies.

- ***How should municipal priorities be balanced with community priorities in selecting SLP projects?*** In the case of Matjhabeng Local Municipality, the municipality has prioritised roads. Communities on the other hand do no see this as the most urgent need, in the face of prevailing development challenges such as unemployment and poverty. The community would rather focus on interventions that create jobs and promote sustainable livelihoods. In the end, mines are caught in the middle. As a result, mines indicated that they have no choice but to also fund community projects that are considered ‘unsustainable’, like food gardens and car washes, as this seems to satisfy communities, although it also draws a lot of criticism, but seems to satisfy community needs. From an economic development standpoint, government raised the imperative of focusing on catalytic and sustainable interventions.

- ***What is the future of illegal mining?***

Illegal mining in Matjhabeng Local Municipality has come into sharp focus over the past few years, presenting immediate security and safety challenges to surrounding communities and local municipalities. It continues unabated and it would appear that mines and government are not able to manage the situation. This issue was raised by various stakeholders.

- ***Alignment of government support to distressed mining municipalities***

Inter-governmental relations need to be improved in the area. From all the government stakeholders present, it was clear that between national, provincial and district and local government, a well-co-ordinated approach is required. All stakeholders indicated intentions to support the affected municipalities with various interventions, but there is no alignment and coordination. The SPP on distressed mining towns needs to be consolidated and well aligned at the local level.

- ***In the face of municipalities that are faced with governance challenges, what support is required regarding continued functional relations with mines?***

Under the Back-to-Basics programme of local government, municipalities are categorised according to their level of functionality on a number of variables. For municipalities currently under administration the presence of mines takes a different dynamic altogether. Municipalities in financial distress consider SLP funding from mines the answer to their service delivery challenges, which detracts from the spirit of the MPRDA. DCoG should appreciate these unique circumstances in its support package under the Back to Basics intervention.

- ***What is the best way to communicate information about mines to communities?***

It has become clear from the various dialogue sessions, including Masilonyana LM and Matjhabeng LM that communities do not have access to information about mining operations. In the absence of such, they make assumptions which give rise to tensions, escalating to protests. A clear example from this dialogue was the question of communicating Gross Profit figures. Mines direct communities to their website, which is clearly not an effective means of communicating with communities. Mines have a responsibility to communicate to communicate in a simplified and transparent manner. Government has a responsibility to ascertain the kind of communication needs of communities.

- ***Extending the list of SPP municipalities to include new ones, such as*** Masilonyana LM

The Special Presidential Package on distressed mining towns has been in effect since 2013 and the view raised was that it is now time to include more municipalities to the support package. DCoG was tasked to investigate this matter further as it is the only national Department representing the interests of local government in the SPP.

### 2.3 Recommended next steps

These are recommended actions at the national and local level.

- DCoG should continue to play a strong facilitative and coordinative role in terms of influencing policy direction around mining municipalities. This could be in the form of improved legislation, regulations, frameworks or guidelines. Some of the important issues from Matjhabeng Local Municipality in this regard are rehashed below:
  - Addressing delays in implementing SLP projects with respect to feasibility studies
  - Influencing the list of SPP municipalities
  - Alignment in relevant legislation, the MPRDA and Municipal Systems Act, at a minimum, including the SLP Guidelines
  - Securing additional funding under the *Tirelo Boshá – Public Service Improvement Facility* to continue supporting municipalities to strengthen relations with mining houses and establish strong institutional arrangements for engagement.
  - Developing Guidelines on improving communication and coordination
- At the local level, there was a clear call to consider reviving structures that were once effective, to improve communication and coordination, such as the LED Forum and the SLP Mandating and Implementation Committee, Mayoral Engagement Forum, and Community Engagement Forum (Issue Driven). Additionally, stakeholders were all open to enhancing the role of the district municipality in this regard.
- Above all, it was agreed by all stakeholders that DCoG should return to the municipality for a follow-up session, where decisions can be made about the best mechanism to strengthen coordination and communication between the municipality and the local mines.

### 3. Annexure 1: Workshop Narrative Report

The session was opened by Ms. Morakane Mothekghe (Senior Manager responsible for Human Settlements) from Matjhabeng Local Municipality who gave the platform to Cllr Manene Mphikeleli (also from Matjhabeng Local Municipality) who welcomed the participants.

The session facilitator highlighted the purpose of the Dialogue and facilitated the introduction of the participants and their expectations, some of which include:

- Mr. Tshepo Kgoloane, Grants Facility Manager at DPSA (which is the funder of the project) mentioned that he expected to collect good practices in order to replicate them.
- Mr. Barry Golele, the Acting Director of LED at Matjhabeng local municipality indicated that what is of interest to the municipality is the issue of beneficiation (how do communities benefit from mining activities), rehabilitation, illegal mining, how best to implement SLPs, general sustainable development and alternative economic activities.
- Ms. Hilda Moabi who represented Sibanye Still Water highlighted that she wanted to understand the challenges that the municipality faces that the mine is not aware of and expected guidance and support from the Department of Cooperative Governance about the outcomes of the meeting.
- Further expectations were that the Dialogue should agree on which processes the mines should follow when engaging the municipality and how best to re-open the closed mines which are now mined by the illegal miners. Generally, it was expected that the Dialogue would produce sustainable solutions to the challenges relating to mining activities.

### **3.1 Department of Cooperative Governance**

Mr. Kanyiso Walaza from the Department of Cooperative Governance gave the background of the Revitalisation of distressed mining towns and labour-sending areas Project. His presentation is attached for further reference. The Dialogue was then opened to the participants to ask clarity seeking questions. The questions and comments raised included the following:

- Will other distressed mining municipalities be added to the list of municipalities (highlighted in the presentation) which were identified to receive support from the Special Presidential Package programme (SPP)? Why is Masilonyana municipality not on the list and what assurance is there that it will be included?
- Will the environmental scan/baseline study be shared with other stakeholders?
- If the funder of the project (DPSA) decides not to continue to fund the project further beyond the current timeframe, and DESTA or government get more funding would DCoG be willing to continue with the project?
- Matjhabeng has not benefitted from the SPP thus far. The municipality has engaged DMR and the Presidency but it is yet to receive the funding.

Mr. Walaza responded by outlining that the list of the municipalities included in the SPP was not compiled by his department but by the Presidency with contributions from other stakeholders. He however maintained that as far as this particular project is concerned, DCoG will extend the support to Masilonyana municipality. He further held that the programme is not done because of the funding but because it is the priority of government. Thus even if the current funding comes to an end, the programme will continue. Resources will be identified from elsewhere. Mr. Walaza also mentioned that all the reports are available to all who require them. He further stated that the department will host a Ministerial Roundtable on Mining and Local Government where the outcomes of this

particular initiative will be showcased. He promised to collect all the reports of the work done by other departments on the work relating to SPP and make them available for the participants.

It was then resolved that DCoG should do far more to see to it that Masilonyana municipality is included in the SPP list of the distressed mining towns.

The facilitator allowed for a short break before the Mines can make their presentations.

### **3.2 Presentations from the Mines**

#### **1. Sibanye Still Water**

Ms. Hilda Moabi (Unit Manager: Corporate Affairs) gave a presentation which covered the status quo relating to the current relations and level of engagement with the two municipalities (Matjhabeng and Masilonyana). She confirmed that the mine has healthy relationship with the municipalities but there is a room for improvement. There are Meet and Greet sessions between the mine's executive and the executive of the two municipalities. These sessions also include Lejweleputswa district municipality and DMR. Is through these sessions that the mine understands the issues of the municipalities and the municipalities understands the business of the mine. There are also mayoral forums to engage the mayors of the two municipalities. The formal engagements between the mine and the municipalities only started in 2017. She also conceded that in the past the SLP projects might not have been taken from the municipal IDPs but recently with the 3<sup>rd</sup> cycle of the SLP (2017 – 2021) the mine had extensive consultations with the municipalities regarding the SLP projects before the SLPs were submitted to DMR.

In 2014 there were community protests relating to the mine's recruitment processes. The community complained that the mine hire mostly people from outside the mining area. As a result the mine (with the facilitation from Matjhabeng municipality) engaged the community which organised itself into a forum called Lejweleputswa Unemployment Forum. The mine have since signed MoU with this forum which is representing 6 towns in the region. The mine has quarterly meetings with the forum. The topics discussed during the meetings include recruitment issues, supplier development issues and procurement issues. These meetings are facilitated by Matjhabeng municipality. Masilonyana Municipality was invited to form part and they confirmed that they will delegate a councillor and an official to attend those meetings.

#### ***Challenges***

The following were mentioned as the challenges that the mine faced:

- Identification of SLP projects is a challenge. The projects that are on the IDP have no feasibility study performed.
- Location of projects. Sometimes the District Municipality wants to channel projects to other municipalities in the district which the mine does not operate in. The main focus of the mine is the door step communities.

### ***Proposed Solutions***

- DCoG should assist in advising the municipalities that before projects are put on the IDPs feasibility studies should be performed so that it could be easier for the mines to include them in their SLPs.
- The District Municipality should focus on the coordination of the two local municipalities' projects and monitoring progress.

With regard to the SLPs, Ms. Moabi stated that Sibanye Still Water has allocated R54 000 000 (R27 000 000 for Matjhabeng municipality and R27 000 000 for Masilonyana municipality) towards SLP projects. The priority project as identified by Matjhabeng municipality is road infrastructure and that is the main project that the mine is going to implement. A memorandum of understanding will be signed between the mine and the municipality then the project can commence. The projects proposed by Masilonyana municipality to be included in the SLP have not yet received green light from the council hence have not been included in the approved SLP. Ms. Moabi however held that once the council resolve on the projects they will be added as an addendum to the SLP approved by DMR.

Ms. Moabi proposed that there should be the following communication structures:

- Mayoral Engagement Forum
- Implementation Committee
- Community Engagement Forum (Issue Driven)

## **2. Harmony Gold**

Mr. Lebohang Shabe mentioned that everything that Ms. Moabi from Sibanye Still Water has presented on is also the same in the case of Harmony Gold. He however further highlighted that at Harmony renewal is prioritised. Renewal for Harmony is to move forward without leaving anyone behind. It is not about blaming each other and dwelling in the past.

### ***Challenges***

- The mine is sometimes left frustrated when it is not clear from the municipality whose instructions and directives the mining company should follow. You find one person saying the mine should listen to them and no one else, and the other person also saying the same. In that situation the mine turns to avoid picking sides and end up not doing anything and that delays the implementation of projects.

### ***Proposed solutions***

- The District LED Forum should be resuscitated
- The Regional Cluster for Economic Development (a multi-stakeholder forum initiated by DESTEA) should also be revived. This structure was able to pull resources from various stakeholders towards achieving a common goal.

### **3. OMV Crushers**

Ms. Joey Elliot gave a brief background of the company and informed the participants that they are busy engaging the Matjhabeng municipality regarding the SLP projects. Some of the work that they have already done relates to community development in the field of education for youth. They are planning to absorb some of the trained young people into the company and introduce them to the crushing industry and the mining of sand. She also mentioned that OMV Crushers is also involved in tourism projects.

### **4. Taung Gold**

Mr. B Nxumalo mentioned that Taung Gold recently obtained mining rights but it is yet to operate. It has however already implemented SLP projects before obtaining the mining rights and before the construction phase of the mine. In 2016 it started the implementation of the Broad-based livelihood programme in Nyakallong and Kutlwano. The programme consists of agricultural household crop production, career build programme and the youth enterprise development programme.

### **5. Northern Lights**

Mr. Mzamani Mdaka stated that his company Northern Lights has applied for mining rights in the old Matjhabeng mine area where Harmony Gold used to mine in the past. They are waiting on their application to be approved so that they can venture into reopening some of the shafts.

### **3.3 Discussions from the Floor**

- The amount of money the mines make versus what they are spending in the communities does not correlate.
- Integrated reports from the mines (which cover sustainability and issues of environment) should be thoroughly discussed.

At what point will the mining companies and the municipality engage in rehabilitation? And how much have the mines budgeted for rehabilitation? How are we going to deal with the assets of the mining houses which are not being utilised? What is the mining houses' role in managing illegal mining?

- The relationship between the mining houses and the municipalities is good, however the challenge is the implementation of projects.
- How do you approve a project and then suggest that it needs a feasibility study after that? The suggestion is that the feasibility study should be incorporated in the project budget because the municipalities do have neither the capacity nor the funds to conduct such studies.
- Mining houses are not fair to municipalities. The same roads that are earmarked to be fixed through the SLP budget are damaged by the buses that transport workers to the mines, thus fixing of the roads will benefit mostly the mines and not the entire community.
- Since the mining houses will be responsible for implementation of SLP projects, which procurement processes will they use to procure suppliers? There is a need to procure services locally and not bring in suppliers from outside the municipal area as it was done in other SLP projects before.
- Stakeholder's forums should be revived to deal with the issue of representation and which relevant municipal representatives should the mining houses engage with.
- What is Harmony Gold going to contribute in this socio-economic crisis that we are having? Harmony Gold did not mention SLP budget in its presentation.
  - The mining houses should attend the municipal IDP sessions
  - The mining houses sometimes take advantage of miscommunication and/or disagreements between the councillors and the municipal officials regarding the kind of projects that should be included in the SLP. For instance, the councillors would propose one project and it would be changed when the mining house meets with the municipal officials. Matjhabeng municipality has thus decided to centralise the mining engagement function in the office of the mayor. If the mayor is not available the MMC responsible for local economic development chairs such engagements/meetings.
- The challenge is that the District municipality also make demands to the mining houses. There should be an engagement platform at the district level where the mines and local municipalities would present on mining activities.
- It is important that when the mining houses engage the community, all relevant structures (i.e. municipalities) are present as well so that they can speak in one voice.
- The interest is not only on employment but also on services to be rendered. The mines should inform the local communities of the kind of services they require so that they can be able to procure them locally.

- The mines need to report on the issue of procurement when it comes to SLP projects. 80% of the suppliers are companies from outside the municipal area. That needs to be corrected.

Clarity is required in terms of how the Sibanye Still Water SLP budget was allocated (50% to Masilonyana and 50% to Matjhabeng) whilst in Masilonyana there are more shafts operating than in Matjhabeng.

- Mr. Walaza mentioned that he was pleased to learn from Sibanye's presentation that they have agreed on road infrastructure project with Matjhabeng municipality, as that is part of the objectives of this initiative to see the mines and the municipality agreeing to implement visible projects are in line with the Back to Basics programme.

### **Responses from the mines:**

#### ***Sibanye Still Water***

- Ms. Moabi committed to share with Matjhabeng municipality the report that covers the mines' finances from which the SLP budget is derived.
- Regarding the roads that are earmarked to be done through the SLPs, it was noted that that was the priority of the municipality submitted to the mining house to be included in the SLP.
- In responding to the issues relating to the budget allocated to projects, Ms. Moabi mentioned that is important for these kind of engagements between municipalities and the mining houses to take place regularly so that the mining companies can also present their business performance (i.e. some of the shafts are not performing well) which affect the SLP budget.
- Sibanye will provide further details regarding a farm in Virginia that was supposed to have been bought and handed over to the local municipality
- Sibanye will have a meeting with Matjhabeng municipality to discuss rehabilitation issues as they require relevant people who deal with environmental matters.

#### ***Harmony Gold***

- They don't want to repeat the same mistake of implementing projects that ended up becoming white elephants. That's why there is a need for feasibility studies.

- Mr. Shabe highlighted that the SLP has not been approved yet by DMR even though it was agreed upon with Matjhabeng municipality. He requested permission from both the municipality and DMR to share with the participants the SLP budget and the agreed upon projects. The permission was granted.
- Harmony Gold has budgeted R80 million for roads, LED strategy and other smaller projects. R55 million was further budgeted for on-going projects
- Harmony Gold has budgeted R10 million for Masilonyana municipality SLP projects.
- Harmony Gold indicated that most of their operating shafts are situated in Matjhabeng that's why the bulk of the allocation of the SLP budget went to that municipality as opposed to Masilonyana where the operating shaft is left with the 4 years profitability expectancy.

***Follow up from Masilonyana municipality***

Masilonyana Municipality was not happy with the allocation of the SLP budget from Sibanye Still Water (R27 million for them and R27 million for Matjhabeng) because the mine has more operating shafts in their territory than in Matjhabeng. They felt that Sibanye should have used similar strategy to the one used by Harmony Gold to allocate the budget based on productivity.

Following the Mines' presentations, Matjhabeng municipality was allowed to give inputs and it mentioned that there is a need to align Matjhabeng municipality's tourism marketing strategy with that of OMV crushers. There should be an engagement between the municipality and the company regarding this.

### **3.4 Department of Mineral Resources**

Ms. Kekeletso Makhethi from DMR was then given a platform to give inputs. As the custodian of the Mineral and Petroleum Resources Development Act (MPRDA), DMR outlined that one of the challenges they face in the province is lack of cooperation and collaboration among mining houses and municipalities, which complicates the ability of DMR to monitor the implementation of Social and Labour Plans (SLPs)

- Linked to the above, prolonged consultative processes also affect effective implementation of SLP projects within the 5-year SLP cycle
- It was also indicated that the nature of SLP projects, the lack of impact and sustainability, does not reflect well on the aspiration of MPRDA regarding SLPs. She further mentioned that it is important for mining companies and the municipality to work together to identify sustainable projects that will benefit the community.

- Local stakeholders were invited to the Mining Imbizo, on the 24th of May, to be convened by the Minister of DMR. The DMR Minister will be conducting consultations for the Mining Charter around Free State. She urged the participants to also raise the issues discussed in this Dialogue during those consultations.

### 3.5 Matjhabeng Local Municipality

Mr. Barry Golele, the Acting Director of LED delivered a presentation on behalf of the municipality. In his presentation, he confirmed that the relationship between the municipality and the mines is very good. There should a small mining indaba to deal with challenges that relates to community expectations. Other challenges that municipality faces include:

- What constitute a sustainable project? There should be a solution for this.
- The issue of beneficiation. There should be a continuous engagement around the issue of employment and procurement. The mining indaba should address these issues.
- The issue of illegal mining. The infrastructure is being damaged. There should be a strategy to deal with this issue.
- Rehabilitation and pollution are the biggest issues that should be addressed as a matter of urgency.
- The issue of tailing dams. The municipality wants the tailing dams to promote small scale mining.
- Mines assets in terms of buildings and land. There is a need for strategy to deal with these. Land should be redistributed to the local communities. There should a plan for the mine's assets before closure.
- The issue of the mines' integrated reports. There is a need to know what percentage of the mine's profits goes to community development and verification of those figures. The municipality will thus like to have access to the mine's integrated reports.

### 3.6 Way Forward

As a way forward, the participants were asked to make their final inputs on how communication among the stakeholders can be strengthened and the following was noted:

- There should be an engagement structure that has Terms of References.
- Consistency in terms of participation in the forums/engagements. Delegating different people all the time is a challenge.

- IDP managers and community leaders should be included in these engagements.
- Government (especially national government departments) should coordinate itself so that their initiatives are aligned.
- Lejweleputswa district municipality is planning a 4-day mining indaba which will deal with the issues raised.
- National DCoG, provincial CoGTA and Lejweleputswa district municipality will meet and then decide how they are going to support the local municipalities.

The facilitator gave a summary of discussions and the session was officially closed by Cllr. D.R Direko (MMC responsible for LED at Matjhabeng local municipality).

*Session facilitated by: Centre for Municipal Research and Advice (CMRA), Ms Phumla Ndaba-HI*

# Provincial Gazette

Free State Province



Published by Authority

# Provinsiale Koerant

Provinsie Vrystaat

Uitgegee op Gesag

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## [PROVINCIAL NOTICE NO.17 OF 2018]

**APPOINTMENT OF ADDITIONAL EXTERNAL MEMBER TO THE MATJHABENG MUNICIPAL PLANNING TRIBUNAL IN TERMS OF SECTION 35 OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT, ACT 16 OF 2013**

I hereby appoint the following additional person as a member of the Matjhabeng Municipal Planning Tribunal in terms of Section 35 of the Spatial Planning and Land Use Management Act.

PRIVATE

Member Name and Surname	Position
Mr Kgosi Simphiwe Mocwagae	Additional MPT member

The *domicilium citandi et executandi* for the purpose of accepting land development applications, legal proceedings and giving or sending notices are the following addresses:

Physical Address:

319 Stateway  
WELKOM  
9460

Postal Address:

P.O.Box 708  
WELKOM  
9460

**MR E.T. TSOAELI**  
**MUNICIPAL MANAGER**  
**MATJHABENG LOCAL MUNICIPALITY**

## [PROVINCIAL NOTICE. NO.18 2018]

**THIRD SUPPLEMENTARY VALUATION ROLL FOR THE PERIOD 1 JULY 2017 – 30 JUNE 2021**

Notice is hereby given in terms of Section 49(1)(a)(i) of the Local Government: Municipal Property Rates Act, 2004 (Act No 6 of 2004), hereinafter referred to as the "Act", that the third supplementary valuation roll for the period 1 July 2017 until 30 June 2021 is open for inspection at the following pay points:

- Bram Fischer Pay Point, Civic Centre, De Villiers Street, Bloemfontein
  - Now Taxi Rank Pay Point, (Next to Pizza Parlour), Bloemfontein
  - Heidedal Pay Point, Da Vinci Crescent, Heidedal
  - Leslie Monnanyane Pay Point, Regional Office, Rocklands, Mangaung
  - Reahola Pay Point, Reahola Centre, Botshabelo
  - Civic Centre Pay Point, Stasie Street, Thaba Nchu
  - Hostel no 1 Pay Point, Dr Belcher Road, Heidedal, Bfn
  - Dewelsdorp Pay Point, 20 Church Street, Dewelsdorp
  - Wepener Pay Point, 20 De Beer Street, Wepener
  - Van Stadensrus Pay Point, 372 Marthinus Street, Van Stadensrus
  - Soutpan Pay Point, 275 Nitunya Street, Ikgomotseng, Soutpan
- from 1 June 2018 to 31 July 2018.

An invitation is hereby made in terms of section 49(1)(a)(ii) of the Act that any owner or other person who so desires should lodge an objection with the Municipal Manager in respect of any matter reflected in, or omitted from, the valuation roll within the abovementioned period. Attention is specifically drawn to the fact that in terms of section 50(2) of the Act an objection must be in relation to a specific individual property and not against the valuation roll as such. The form for the lodging of an objection is obtainable at the abovementioned pay points or website [www.mangaung.co.za](http://www.mangaung.co.za).

The completed forms must be returned to:

**Chief Financial Officer**  
P O Box 288  
Bloemfontein  
9300

**MATJHABENG MUNICIPALITY**



**MINUTES**

**of the**

**MATJHABENG MUNICIPAL PLANNING TRIBUNAL  
MEETING**

**held on**

**TUESDAY, 13 MARCH 2018**

**at**

**09:00**

**In**

**4<sup>TH</sup> FLOOR, ROOM 402, ONE REINET  
BUILDING**

**MINUTES OF THE MATJHABENG MUNICIPAL PLANNING TRIBUNAL  
MEETING HELD ON TUESDAY, 13 MARCH 2018 AT 09:00 IN ROOM 402, 4<sup>TH</sup>  
FLOOR, REINET BUILDING, WELKOM**

**PRESENT**

Ms. M.R. Nkhasi : Deputy Chairperson  
Dr. KP van der Walt : Member

**OFFICIALS**

Mr. B Golel : Acting Executive Director: LED, Spatial Planning and Human Settlements  
Mr. BJ Molekoia : Acting Manager Spatial Planning  
Mr. F Nieuwoudt : Manager Development Planning

**OTHERS**

Mr. WJ Botes : Objector  
Mr. TK Kunene : House Owner  
Mr. S Motele : House Owner Assistant  
Mr. J Choene : Constructor and Architect

**APOLOGIES**

Mr. T. Mongake : Chairperson - Apology  
Me B. Mawanganyi : Executive Director Infrastructure

**(a) OPENING**

As the Chairperson was not available, the Deputy Chairperson chaired the meeting.  
Me. Nkhasi welcomed everybody and declared the meeting open at 9:06.

The meeting immediately started with Item MPT6/2018 as there were objections and the Objectors and Owner of the house were invited to the Meeting.

**(b) APPLICATION FOR LEAVE OF ABSENCE**

See above list

**(c) OFFICIAL ANNOUNCEMENTS**

Mr. B Molekoia announced to MPT members that Council is busy composing a new Land Use Management Scheme and appointed Consultants to develop it. They have a meeting on Wednesday, 14<sup>th</sup> March 2018 with the Consultants to clear out some of the challenges on the old Town Planning schemes.

Mr. B Golele informed the members that Council appointed a new member on the MPT and had to engage with the Municipal Manager to verify if the candidate is already informed of his appointment.

**(d) MOTIONS OF SYMPATHY AND CONGRATULATIONS**

Condolences was forwarded to Mr. Nieuwoudt whose mother in law passed away a week ago and was buried on Thursday

**(e) DISCLOSURE OF INTEREST**

Me. Nkhasi and Dr. van der Walt indicated that they had items on the Agenda. Therefore if they leave there will not be a Quorum and no decision can be taken. It was decided that only those items that is not theirs will be discussed and decided on. Another meeting will be held to discuss their items.

**(f) APPROVAL OF MINUTES OF THE MEETING HELD ON 12 MAY 2017**

The minutes were not approved

**Any other Matters:**

**(g) MATTERS ARISING FROM THE MINUTES**

**(h) MATTERS FOR DISCUSSION**

MPT1/2018 –MPT14/2018/2018

Only Items MPT3/2018 to MPT5/2018 and MPT9/2018 to MPT13/2018 were discussed for approval, whilst the rest were deferred to the next meeting scheduled for the 20<sup>th</sup> March 2018.

On Item MPT6/2018 the committee only interviewed the objectors and the applicant. No decision was taken.

**(i) ANY OTHER MATTERS**

Discussions were made on:

**Problems and difficulties:**

- MPT experience difficulty and problems because Councillors and Management is not aware of the function of the Municipal Planning Tribunal

**III**

- Municipal Manager doesn't answer the letters that is written to him with the problems that are experienced
- The chairperson must play a role in making Council aware of the function that the Municipal Planning Tribunal plays in the development of Matjhabeng district.
- Mr Golele arranged a meeting with the Municipal Manager and the Speaker. The Chairperson must give a short presentation on the functions of the Municipal Planning Tribunal and the problems experienced. The dates will be communicated to the members. (either 5<sup>th</sup> April 2018, 9<sup>th</sup> April 2018 or the 12<sup>th</sup> April 2018)

**Adverts in Gazette**

- Adverts must stipulate the restrictive conditions and including the resolutions.

**Payment of members**

Me. Nkhasi asked about the payment of the members. A submission was made and was signed by every relevant person; it is now at the Treasury Department. Follow up will be made

**9. CLOSURE**

The Deputy Chairperson thanked everybody present and adjourned the meeting at 11:04. The proposed continuation meeting was scheduled for Tuesday 20 March 2018. The new member and the Chairperson will be invited again to the following meeting.

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**DEPUTY CHAIRPERSON**

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**DATE**

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**MPT 1/ 2018**

**APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 875 EXTENSION 1, WELKOM.**

**PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 875 Extension 1 Welkom, Coral Beads Trading Close Corporation for the Removal of restrictive title conditions and Rezoning of this Erf from “**Special Residential**” to “**Residential Medium**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

**IT IS RESOLVED (13 MARCH 2018)**

This item is deferred to a meeting that will be held on 20 March 2018

**MPT2/2018**

**APPLICATION FOR THE CONSOLIDATION AND REZONING OF ERF 987 AND 988, WELKOM.**

**PURPOSE OF THIS REPORT**

Mrs Rose Nkhasi applies on behalf of the owner of Erf 987 and 988 Welkom, Coral Beads Trading Close Corporation for the Consolidation and Rezoning of this Erf from “**Special Residential**” to “**General Residential**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

**IT IS RESOLVED (13 MARCH 2018)**

This item is deferred to a meeting on 20 March 2018

MPT3/2018

**BUSINESS ON ERF 4992, NO 77 SOLOMON STREET, RIEBEECSTAD,  
EXTENSION 1,WELKOM. (18/4/1/19) LED & SP**

**PURPOSE OF THE REPORT**

Mr M.M Sibuyi applies for the special consent of the Municipal Planning Tribunal in order to use Erf 4992 Extension 1, Riebeeckstad, Welkom to run a Funeral Undertaker Business.

This report is submitted to the Matjhabeng Municipal Tribunal to resolve on the matter.

**DISCUSSION**

Mr. B Moleleko presented the item.

**IT IS RESOLVED (13 MARCH 2018)**

That the application is approved in terms of Section 30 of the Welkom Town Planning Scheme No 1 of 1980 for the Special Consent, to use Erf 4992, Extension 1, Riebeeckstad for the purpose of a funeral undertaker **IS APPROVED SUBJECT** to the following conditions:

1. The loading and off-loading of corpses and last respect **SHALL BE DONE** at the back of the premises and not in the street in front of the premises.
2. If the manner in which the consent usage, interferes in any way with the amenities and peacefulness of the surrounding area, the Council reserves the right to take appropriate **STEPS FOR THE REMOVAL** of the cause of such interference or nuisance.
3. If any substantial objections are received against the manner in which the activity is conducted, the Council reserves the right to terminate the consent without any claim for redemption.
4. Where the consent of the Council is obtained and not substantially implemented within six (6) months after the date of approval by the Council, or if development or usage of the building is interrupted for a period of six (6) months or more, the consent granted **SHALL LAPSE** automatically and cease to be valid without any claim for compensation.
5. All health regulations **SHALL BE ADHERED** to.
6. The applicant **WILL BE RESPONSIBLE** for the provision of Municipal services including water, sewer and electricity to the proposed development at his cost and to the satisfaction of the Matjhabeng Municipality.

MPT4/2018

**APPLICATION FOR SPECIAL CONSENT TO RUN A FUNERAL UNDERTAKER BUSINESS ON ERF 5028, NO.5 MONARCH AVENUE, RIEBEECSTAD, EXTENSION 1,WELKOM. (18/4/1/19) LED & SP**

**PURPOSE OF THE REPORT**

Regional Funerals applies for the special consent to the Municipal Planning Tribunal in order to use Erf 5028 Extension 1 Riebeeckstad to run Funeral Undertaker Business.

This report is submitted to the Matjhabeng Municipal Tribunal to resolve on the matter.

**DISCUSSION**

Mr. Moleleko presented the Item

**IT IS RESOLVED (13 MARCH 2018)**

That the application is approved in terms of Section 16 (2) (b) (v) and 3 (n) of the Municipal Planning and Land Use By Law and in terms of Section 6.22 of the Welkom Town Planning Scheme No 1 of 1980 for the Special Consent, to use Erf 5028, Extension 1, Riebeeckstad for the purpose of a funeral undertaker **IS APPROVED SUBJECT** to the following conditions:

1. The loading and off-loading of corpses and last respect **SHALL BE DONE** at the back of the premises and not in the street in front of the premises.
2. If the manner in which the consent usage, interferes in any way with the amenities and peacefulness of the surrounding area, the Council reserves the right to take appropriate **STEPS FOR THE REMOVAL** of the cause of such interference or nuisance.
3. If any substantial objections are received against the manner in which the activity is conducted, the Council reserves the **RIGHT TO TERMINATE** the consent without any claim for redemption.
4. Where the consent of the Council is obtained and not substantially implemented within six (6) months after the date of approval by the Council, or if development or usage of the building is interrupted for a period of six (6) months or more, the consent granted **SHALL LAPSE** automatically and cease to be valid without any claim for compensation.
5. All health regulations **MUST BE ADHERED** to.
6. The applicant **WILL BE RESPONSIBLE** for the provision of municipal services including water, sewer and electricity to the proposed development at his cost and to the satisfaction of the Matjhabeng Municipality.

MPT5/2018

**APPLICATION FOR THE REZONING OF ERF 4041, EXTENSION 3, DOORN WELKOM FROM “SPECIAL RESIDENTIAL TO SPECIAL BUSINESS (DEFINED) 17 SHOPS AND OFFICES; AND REMOVAL OF RESTRICTIVE TITLE CONDITIONS.**

**PURPOSE OF THIS REPORT**

LS & B applies on behalf of the owner of Erf 4041 Welkom, Extension 3, Jaco Potgieter for the Removal of Restrictive Title Conditions and Rezoning pertaining this erf From “Residential Special” to “Special Business Defined 17: Shops and Offices”.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

Mr. Moleleko presented the Item

**IT IS RESOLVED (13 MARCH 2018)**

That the application to rezone and remove removal of restrictive title conditions on Erf 4041, Extension 3, Welkom from “**Special Residential**” to “**Special Business(Defined) 17: Shops and Offices**” as stipulated in the Welkom Town Planning Scheme NO.1 of 1980 in order to legalize the stand for the use of a furniture and blinds retail business, **IS APPROVED SUBJECT** to the following conditions:

1. That the requested restrictive title conditions as listed above **ARE INDEED REMOVED** as requested.
2. No windows, vents or other openings **SHALL BE ALLOWED** in the external wall built on the boundary.
3. The total coverage of all buildings **SHALL NOT EXCEED** 60%.
4. The maximum height **SHALL NOT EXCEED** two (2) storeys.
5. The external wall built on the boundary **SHALL BE** of face bricks and fire proofed to the satisfaction of the Council and single storey only.
6. The street elevation **SHALL BE AESTHETICALLY** acceptable and and a semi-detached housing effect may not arise.
7. The area of the premises facing the street **SHALL BE LANDSCAPED** to the satisfaction of the Council.
8. That the **ON-SITE PARKING REQUIREMENTS** to two disabled parking areas,

two staff parking and one loading area is approved.

9. That the area (in front of the erf) where additional parking will be provided **MUST BE PAVED** properly and to the satisfaction of Council and the correct ratio compatible to relaxation with regards to the Welkom Town Planning Scheme No.1 of 1980 .
10. That, should there be services on the paved area (in front of the erf) that will be used for additional parking and a need for maintenance arise, this **WILL BE FOR THE ACCOUNT** of the applicant.
11. A site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council's prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
12. That, if the demand for services (electricity, water, sewer, etc) exceeds the capacity of the existing connections due to the proposed use and the services connections have to be enlarged, moved or altered, the costs thereof **SHALL BE FOR** the account of the applicant to the satisfaction and standards of the Matjhabeng Municipality.
13. That, if Telkom equipment is damaged or must be moved during the development, the Matjhabeng Local Municipality does not accept responsibility for any costs involved and **SUCH COSTS SHALL BE FOR** the account of the applicant;
14. That the applicant **BE LIABLE** for the costs of revaluation of the property after rezoning, payable at the Chief Financial Officer.
15. That the water and electricity tariff as well as the property rates **BE REPLACED WITH** applicable tariffs from the month following the approval.

#### **MPT6/2018**

#### **APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 6992 EXTENSION 10, WELKOM.**

#### **PURPOSE OF THIS REPORT**

Dr KP van der Walt applies on behalf of the owner of Erf 6992 Extension 10 Welkom, Remotha Property Holdings Pty (Ltd) for the Removal of restrictions and Rezoning of this Erf 6992 from “Special Residential” to “Special Business 5: Hotel”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

## **DISCUSSION**

Mr. Moleleko presented the Item.

Dr. van Der Walt was given a chance to explain the development and the reasons for the objections. He states that the only real problem for the objectors to be against the development is the parking. He indicates that he and the owner of the house had a meeting with the objectors and he presented the minutes to Department Spatial Planning.

The Objector, Mr W Botes were given a chance to state his objections:

- The place is dilapidated and no one cares for the garden.
- Littering on the sidewalk
- Suspicion the house will be utilized as a “rent by hour” guest house.
- Parking space on the property.
- Loud noise and liquor on the property

The home-owner Mr Kunene then made his statement:

- He told the committee he was part of a WhatsApp group that discuss the problems surrounding the development. He indicated that he struggled to arrange a meeting with the objectors.
- He indicate that he will not spend money on a one hour guesthouse and that his guesthouse is going to be an upmarket guesthouse, as most of the Guesthouses in Welkom is not up to standard. It will have a Gym, indoor swimming pool, ext.
- His staffs are going to be living on site and will not need parking space. There will also be 24 hours a day security.
- He already put the people renting the house from him out.
- The bar that is mentioned, is not a bar, it will be waiting area.
- He feels it is a good investment for Welkom and neighbours must be proud of the development

Mr. Choene apologised for being late and said that the parking is sorted in his plans.

Mr Golele indicated that the decision must be based according to the law and asked if there is a legal reason why the development can't be approved.

## **IT IS RESOLVED (13 MARCH 2018)**

This item is deferred to a meeting on 20 March 2018 for a decision.

**MPT7/2018**

**APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 9847 EXTENSION 2, WELKOM.**

**PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 9847 Extension 2 Welkom, Kern Family Trust for the Removal of restrictions and Rezoning of this Erf from “**Special Residential**” to “**Residential General**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

**IT IS RESOLVED (13 MARCH 2018)**

This item is deferred to a meeting on 20 March 2018 for a decision.

**MPT8 /2018**

**APPLICATION FOR THE REZONING OF ERF 1614, EXTENSION 3, DOORN WELKOM FROM “SPECIAL RESIDENTIAL TO SPECIAL BUSINESS (DEFINED) 18 OFFICES AND PERSONAL SERVICES; AND REMOVAL OF RESTRICTIVE TITLE CONDITIONS.**

**PURPOSE OF THIS REPORT**

Dr Karel van der Walt applies on behalf of the owner of Erf 1614 Welkom, Extension 3, Jaco Potgieter for the Removal of Restrictive Title Conditions and Rezoning pertaining this erf from “**Residential Special**” to “**Special Business Defined 18: Offices and Personal Offices**”.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

Mr B Moleleko presented the item. Dr van der Walt indicate that this item were previously approved and should be removed.

**IT IS RESOLVED (13 MARCH 2018)**

That the item be removed from the Agenda

**MPT9/2018**

**APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 9809 EXTENSION 3, WELKOM.**

**PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 9809 Extension 3 Welkom, Silostrat Investments for the removal of restrictive title conditions and rezoning of this Erf from “**Special Residential**” to “**Special IV (b): Townhouses, carports and Offices**”.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

**IT IS RESOLVED (13 MARCH 2018)**

This item is deferred to a meeting on 20 March 2018

**MPT10/2018**

**APPLICATION FOR THE CONSOLIDATION OF ERVEN 12888, 12889, 12890 AND 12891, MELODING, VIRGINIA.**

**1. PURPOSE OF THIS REPORT**

The firm Laubscher Slabbert and Brink (LSB Town Planners and Land Surveyors) applies on behalf of the owner of erven 12888, 12889, 12890 and 12891 Extension 5, Meloding, Virginia for the consolidation of erven 12888, 12889, 12890 and 12891, Extension 5, Virginia in order to develop a Multi-Purpose Sports Complex on the consolidated erven.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

Mr B Moleleko presented the item. Mr. Henk Wolmarans from LS& B were called into the meeting and explained the LG Map and submitted a general plan afterwards to the committee members.

**IT IS RESOLVED (13 MARCH 2018)**

That the application for consolidation of erven 12888, 12889, 12890 and 12891, Extension 5, Meloding, Ventersburg District in terms of the Matjhabeng Municipal Planning By Law, **IS APPROVED** subject to the following conditions:

1. The consolidation of erven 12888, 12889, 12890 and 12891, Extension 5, Meloding in terms of Section 16 (3) (d) into one erf of 6.9453ha in extent, **SUBJECT TO** the following conditions:
  - i) The consolidation **MUST BE REGISTERED** in the Deeds Office within five (5) years after the approval of this application.
  - ii) Services **MUST BE PROVIDED** to the proposed portion by the owner at his own cost.
2. That the development of the erf **BE DONE** in terms of Annexure F.
3. A site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council's prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.

### **MPT11/2018**

#### **APPLICATION FOR SPECIAL CONSENT ON ERF 3459, NO 272 LONG ROAD, BEDELIA, EXTENSION 3, WELKOM. (18/4/1/19) LED & SP**

#### **PURPOSE OF THE REPORT**

Neumann van Rooyen applies for the special consent of the Municipal Planning Tribunal in order to use a portion of the house Erf 3459 Extension 3, Bedelia, Welkom for office purposes.

This report is submitted to the Matjhabeng Municipal Tribunal to resolve on the matter.

#### **DISCUSSION**

Mr B Moleleko presented the item.

#### **IT IS RESOLVED (13 MARCH 2018)**

1. In terms of Section 16 (2) (b) (v) and 3 (n) of the Matjhabeng Municipal Planning By-Law, 2015, and Section 10 of the Welkom Town Planning Scheme No. 1 of 1980, the application for Special Consent use of a part of Erf 3459, Bedelia, Welkom for office space **IS APPROVED** subject to the following conditions:
  - (a) In addition to the accommodation of his family and guests, provide by letting, accommodation for not more than four persons provided that the residence **MAY NOT** be subdivided.

- (b) With the written consent of the City Council, follow a vocation or profession in his or her dwelling house provided that this **DOES NOT** entail any of the following:
- i) The use of the residence as a shop, any industry or noxious industry, or
  - ii) the public display of goods either in a display window or by any other means, or
  - iii) the display of any notice board, advertisement or sign exceeding 500 x 300 mm, or
  - iv) any act detrimental to the amenity and peacefulness of the surroundings, or
  - v) the regular parking of vehicles with a mass in excess of 2000 kg on the site or in the street adjacent to the site, or
  - vi) the employment of more than one partner and/or two (2) employees.
2. If any substantial objections are received against the manner in which the activity is conducted, the Council **RESERVES THE RIGHT** to terminate the consent without any claim for redemption.
  3. Where the consent of the Council is obtained and not substantially implemented within one (1) year after the date of approval by the Council, or if development or usage of the building is interrupted for a period of one (1) year or more, the consent granted **SHALL LAPSE** automatically and cease to be valid without any claim for compensation.
  4. The applicant **WILL BE RESPONSIBLE** for the provision of municipal services including water, sewer and electricity to the proposed development at his cost and to the satisfaction of the Matjhabeng Municipality.

**MPT12/2018**

**APPLICATION FOR THE SUBDIVISION OF ERF 10766 ST HELENA,  
EXTENSION 1, WELKOM.**

**PURPOSE**

The firm Laubscher Slabbert and Brink applies on behalf of the owner for the subdivision of erf 10766 Extension 1, St. Helena, Welkom in order to revert to the original land division. This is to build to residences – one on each of the subdivisions.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

## DISCUSSION

Mr B Moleleko presented the item.

### **IT IS RESOLVED (13 MARCH 2018)**

1. That in terms of Section 16 (3) (d) of the Matjhabeng Municipal Land Use Planning By Law, 2015, the application for Subdivision of Erf 10766 into two Portions, St. Helena Extension 1, Welkom, **IS APPROVED** subject to the following conditions:
2. The subdivision of Erf 10766, St. Helena, Extension 1, Welkom into two (2) portions measuring  $\pm 1487\text{m}^2$  and  $\pm 1549\text{m}^2$  in extent **SUBJECT TO** the following conditions:
  - iii) The subdivision of the above-mentioned erven must be registered in the Deeds Office within five (5) years after the approval of this application.
  - iv) Services must be provided to the proposed subdivided erven by the owner at his own cost and to the satisfaction of the Matjhabeng's Infrastructure Directorate.
3. Building plans **BE SUBMITTED** to the municipality with any existing and new buildings on the proposed new erven to the satisfaction of the Spatial Planning and Building Control Divisions.

### **MPT13/2018**

### **APPLICATION FOR SPECIAL CONSENT ON ERF 344, NO 5 BUITEKANT STREET, VENTERSBURG. (18/4/1/19) LED & SP**

## PURPOSE OF THE REPORT

Bennie Marais applies for the special consent to the Municipal Planning Tribunal in order to use a portion of the house Erf 344 Ventersburg for outbuilding as a hobby room and woodwork training facility (workshop) and new dwelling.

This report is submitted to the Matjhabeng Municipal Tribunal to resolve on the matter.

## DISCUSSION

Mr. B Moleleko presented the item.

### **IT IS RESOLVED (13 MARCH 2018)**

In terms of Section 16 (2) (b) (v) and 3 (n) of the Matjhabeng Municipal Planning By- Law, 2015, and Section 10 of the Welkom Town Planning Scheme No. 1 of 1980, the application for Special Consent use of a part of Erf 344, Ventersburg for outbuilding as a hobby room

and woodwork training facility (workshop) and new dwelling **IS APPROVED** subject to the following conditions:

- (a) In addition to the accommodation of his family and guests, provide by letting, accommodation for not more than four persons provided that the residence **MAY NOT BE** subdivided.
  - (b) With the written consent of the City Council, follow a vocation or profession in his or her dwelling house provided that this **DOES NOT ENTAIL** any of the following:
    - i) The use of the residence as a shop, any industry or noxious industry, or
    - ii) the public display of goods either in a display window or by any other means, or
    - iii) the display of any notice board, advertisement or sign exceeding 500 x 300 mm, or
    - iv) any act detrimental to the amenity and peacefulness of the surroundings, or
    - v) the regular parking of vehicles with a mass in excess of 2000 kg on the site or in the street adjacent to the site, or
    - vi) the employment of more than one partner and/or two (2) employees.
5. If any substantial objections are received against the manner in which the activity is conducted, the Council **RESERVES THE RIGHT** to terminate the consent without any claim for redemption.
  6. Where the consent of the Council is obtained and not substantially implemented within one (1) year after the date of approval by the Council, or if development or usage of the building is interrupted for a period of one (1) year or more, the consent granted **SHALL LAPSE** automatically and cease to be valid without any claim for compensation.
  7. The applicant **WILL BE** responsible for the provision of municipal services including water, sewer and electricity to the proposed development at his cost and to the satisfaction of the Matjhabeng Municipality.

#### **MPT14/2018**

#### **APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 43, ODENDAALSRUS.**

#### **PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 43, Shakeel Ahmad for the rezoning and removal of restrictive title conditions of this Erf from “**General Business**” to “**General Residential**”.

# **100**

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

## **DISCUSSION**

### **IT IS RESOLVED (13 MARCH 2018)**

This item is deferred to a meeting on 20 March 2018.

**101**

**MATJHABENG MUNICIPALITY**



**of the**

**MATJHABENG MUNICIPAL PLANNING TRIBUNAL  
CONTINUES MEETING**

**held on**

**TUESDAY, 20 MARCH 2018**

**at**

**09:00**

**In**

**4<sup>TH</sup> FLOOR, ROOM 402, ONE REINET BUILDING**

# **102**

## **MINUTES OF THE MATJHABENG MUNICIPAL PLANNING TRIBUNAL CONTINUES MEETING HELD ON TUESDAY, 20 MARCH 2018 AT 09:00 IN ROOM 402, 4<sup>TH</sup> FLOOR, REINET BUILDING, WELKOM**

### **PRESENT**

Mr. T Mongake : Chairperson  
Ms. M.R. Nkhasi : Deputy Chairperson  
Mr. K.S. Mocwagae : Member

### **OFFICIALS**

Mr. B Golele : Acting Executive Director: LED, Spatial Planning and Human Settlements  
Mr. BJ Molelekao : Acting Manager Spatial Planning

### **APOLOGIES**

Dr. KP van der Walt :	Member	Leave
Me B. Mawanganyi :	Executive Director Infrastructure	Apology
Mr. F Nieuwoudt :	Manager Development Planning	Sick

### **(j) OPENING**

The Chairperson apologized for being late. He welcomed everybody and declared the meeting open at 9:22.

### **(k) APPLICATION FOR LEAVE OF ABSENCE**

See above list

### **(l) OFFICIAL ANNOUNCEMENTS**

**None**

### **(m) MOTIONS OF SYMPATHY AND CONGRATULATIONS**

The Chairperson welcomed the new appointed member, Mr. KS Mocwagae and congratulates him on his appointment. Everybody introduced themselves and Mr. Mocwagae introduces himself and gave a brief summary of his background.

### **(n) DISCLOSURE OF INTEREST**

Me. Nkhasi indicate that she have items on the Agenda.

**(o) APPROVAL OF MINUTES OF THE MEETING HELD ON 12 MAY 2017**

Approved

**(p) MATTERS ARISING FROM THE MINUTES**

None

**(q) MATTERS FOR DISCUSSION**

MPT1/2018 –MPT14/2018/2018

Only Items MPT1/2018, MPT2/2018, MPT6/2018, MPT7/2018 and MPT14/2018 were discussed for approval the rest were discussed on the meeting of 13 March 2018

**(r) ANY OTHER MATTERS**

The Chairperson said that a year plan must be created and Mr. Golele explained that it must be presented to Council. As soon as Council approves the meetings will be held on scheduled dates. The draft schedule must be emailed for comments by the Members. The Minutes must also be sent for comments

**9. CLOSURE**

The Chairperson thanked everybody present and terminated the meeting at 10:22. The continuation meeting was scheduled for Tuesday 20 March 2018. The new member and the Chairperson and the new member will be invited again to the meeting

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**CHAIRPERSON**

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**DATE**

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MPT 1/ 2018

**APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 875 EXTENSION 1, WELKOM.**

**PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 875 Extension 1 Welkom, Coral Beads Trading Close Corporation for the Removal of restrictive title conditions and Rezoning of this Erf from “**Special Residential**” to “**Residential Medium**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

Mr. B Moleleko presented the Item.

**IT IS RESOLVED (20 MARCH 2018)**

That the application for removal of restrictive title conditions and rezoning of erf 875 Extension 1, Welkom, from “**Special Residential**” to “**Medium Residential**” as stipulated in the Welkom Town Planning Scheme NO.1 of 1980 in order to use the stand for the construction of a 6 Two-Bedroomed Flats for rental purposes, is **APPROVED SUBJECT TO** the following conditions:

16. Only 20 units per hectare **SHALL BE ALLOWED** on the erf.
2. The total coverage of all buildings **SHALL NOT EXCEED** 50%.
3. The maximum height **SHALL NOT EXCEED** two (2) storeys.
4. A site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council’s prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
  - a) No individual dwelling unit in a group **MAY BE SOLD** before the subdivision of the erf for the particular phase has been finalised and all building and other development designs have been approved and completed for the particular group.
5. Services **SHALL BE PROVIDED** to the units to the satisfaction and standards of the Matjhabeng Municipality by and at the cost of the applicant.

6. That the applicant **BE LIABLE** for the costs of revaluation of the property after rezoning, payable at the Chief Financial Officer.
7. That the water and electricity tariff as well as the property rates **BE REPLACED** with applicable tariffs from the month following the approval and be up-to-date.
8. That there **WILL BE** One covered parking space for every unit with one additional parking area for every three units in respect of casual visitors.
9. At least 60m<sup>2</sup> of private open space **SHALL BE ALLOWED** for every dwelling unit.
10. That all the stipulations of the Welkom Town Planning Scheme, No. 1 of 1980, be adhered to.

**Me. MR Nkhasi left for the discussion of Items MPT2/2018**

## **MPT2/2018**

### **APPLICATION FOR THE CONSOLIDATION AND REZONING OF ERF 987 AND 988, FLAMINGO PARK, WELKOM.**

#### **PURPOSE OF THIS REPORT**

Mrs Rose Nkhasi applies on behalf of the owner, Mr. TP Mabina, of Erf 987 and 988 Welkom, for the Consolidation and Rezoning of this Erf from “**Special Residential**” to “**General Residential**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

#### **DISCUSSION**

Mr. B Moleleko presented the Item.

#### **IT IS RESOLVED (20 MARCH 2018)**

That the application to consolidate and rezone Erf 987 and 988, from “**Special Residential**” to “**General Residential**” as stipulated in the Welkom Town Planning Scheme NO.1 of 1980 in order to use the stand for the construction of a housing complex, **IS APPROVED SUBJECT** to the following conditions:

4. The consolidation of erven 987 and 988, Extension 1, Riebeeckstad, Welkom measuring 1200m<sup>2</sup> and 1200m<sup>2</sup> respectively, in terms of Section 16 (3) (d) **INTO ONE ERF** of 2400m<sup>2</sup> in extent.
  - v) The consolidation **MUST BE REGISTERED** in the Deeds Office within twenty-four (24) months after the approval of this application.

2. Only 33 units per hectare **SHALL BE ALLOWED** on the erf.
3. The total coverage of all buildings **SHALL NOT EXCEED** 50%.
4. The maximum height **SHALL NOT EXCEED** two (2) storeys.
5. A site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council's prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
  - (a) No individual dwelling unit in a group **MAY BE SOLD** before the subdivision of the erf for the particular phase has been finalised and all building and other development designs have been approved and completed for the particular group.
  - (b) The site development plan **SHALL INDICATE** at least the following:-
    - (i) The location and height of all buildings and structures and the number of dwelling units per hectare.
    - (ii) Open areas, children playing areas and landscaping.
    - (iii) Access to and egress from the erf and any proposed subdivision thereof.
    - (iv) Access to buildings and parking areas.
    - (v) Building restriction areas.
    - (vi) Parking areas and where required vehicle and pedestrian traffic patterns.
    - (vii) Elevation treatment of all buildings and structures.
    - (viii) If the erf is not to be entirely developed, the grouping of the dwelling units and the programming of development must be shown.
    - (ix) When subdividing a stand in such a manner that each apartment house is situated on a separate stand with its own title deed, not more than thirty three (33) apartment houses per hectare will be erected on the stands.
    - (x) At least 60 m<sup>2</sup> of private open space shall be allowed for every dwelling unit.

6. Services **SHALL BE PROVIDED** to the units to the satisfaction and standards of the Matjhabeng Municipality by and at the cost of the applicant.
7. That the applicant **BE LIABLE** for the costs of revaluation of the property after rezoning, payable at the Chief Financial Officer.
8. That the water and electricity tariff as well as the property rates **BE REPLACED** with applicable tariffs from the month following the approval and be up-to-date.
9. That all the stipulations of the Welkom Town Planning Scheme, No. 1 of 1980, **BE ADHERED TO**.

**MPT6/2018**

**APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 6992 EXTENSION 10, WELKOM.**

**PURPOSE OF THIS REPORT**

Dr KP van der Walt applies on behalf of the owner of Erf 6992 Extension 10 Welkom, Remotha Property Holdings Pty (Ltd) for the Removal of restrictions and Rezoning of this Erf 6992 from “**Special Residential**” to “**Special Business 5: Hotel**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

Mr. Moleleko presented the Item. He explained to the members that the objector withdrew the objections.

**IT IS RESOLVED (20 MARCH 2018)**

That the application for rezoning and removal of restrictive title conditions of Erf 6992, from “**Special Residential**” to **Special Business 5: Hotel**” as stipulated in the Welkom Town Planning Scheme No.1 of 1980 in order to use the stand for the purposes of a guesthouse, **IS APPROVED SUBJECT** to the following conditions:

- a) That a maximum of seventeen (17) bedrooms may at any time **BE USED** for guesthouse purposes.
- b) That the hotel **SHALL NOT BE USED** as an industry or noxious industry.
- c) That the public display of goods either in a display window or by any other means **SHALL NOT BE PERMITTED**.
- d) That the display of any notice board, advertisement or sign **IS PROHIBITED** excepting a professional nameplate not exceeding 500 mm x 300 mm.

- e) That a minimum of fourteen (14) parking spaces **MUST BE PROVIDED** on the premises.
- f) That any act detrimental to the amenity and peacefulness of the surroundings **IS PROHIBITED**.
- g) The owner of the business and his/her family must reside in the dwelling-house.
- h) If meals are going to be served to guests staying in the guest house, an application for a business license to serve the meals **MUST BE SUBMITTED** to the Manager Spatial Planning, Room 427, One Reinet Building, Central Business Area, Welkom.
- i) That accommodation may only **BE MADE** available at compensation in the short term.
- j) That all bedrooms **MUST FORM** part of the main building (original residence) from where primary access to the rooms will be provided. No linkage with separate detached rooms to the main building is permitted.
- k) That no self-sustaining accommodation and no separate facilities for the preparation of meals, excluding kitchen of the residence **BE PROVIDED** on the premises.
- l) That the coverage of the guesthouse, including all additional bedrooms and outbuildings **SHALL NOT EXCEED** 50% of the erf.
- m) That the maximum height of all buildings **SHALL NOT EXCEED** two (2) storeys.
- n) That only the necessary outbuildings normally used in conjunction with a residence **SHALL BE ALLOWED** on the erf.
- o) That the building may only **BE LICENSED** for on-site consumption in terms of the Liquor Act, 1989 (Act 27 of 1989)."
- p) That the external wall built on the boundary **SHALL BE** of face bricks and fire proofed to the satisfaction of the Council and single storey only.
- q) That the street elevation **SHALL BE** aesthetically acceptable and a semi-detached housing effect may not arise.
- r) That the area of the premises facing the street **SHALL BE** landscaped to the satisfaction of the Council
- s) That the area (in front of the erf) where additional parking will be provided **MUST BE** paved properly and to the satisfaction of Council and the correct ratio compatible to relaxation with regards to the Welkom Town Planning Scheme No.1 of 1980 .

- t) That, should there be services on the paved area (in front of the erf) that will be used for additional parking and a need for maintenance arise, this **WILL BE** for the account of the applicant.
- u) A site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council's prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
- v) That, if the demand for services (electricity, water, sewer, etc) exceeds the capacity of the existing connections due to the proposed use and the services connections have to be enlarged, moved or altered, the costs thereof **SHALL BE FOR** the account of the applicant to the satisfaction and standards of the Matjhabeng Municipality.
- w) That, if Telkom equipment is damaged or must be moved during the development, the Matjhabeng Local Municipality does not accept responsibility for any costs involved and such costs **SHALL BE** for the account of the applicant;
- x) That the applicant **BE LIABLE** for the costs of revaluation of the property after rezoning, payable at the Chief Financial Officer.
- y) That the water and electricity tariff as well as the property rates **BE REPLACED** with applicable tariffs from the month following the approval.
- z) That all the stipulations of the Welkom Town Planning Scheme, No. 1 of 1980, **BE ADHERED TO**.

## **MPT7/2018**

### **APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 9847 EXTENSION 2, WELKOM.**

#### **PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 9847 Extension 2 Welkom, Kern Family Trust for the Removal of restrictions and Rezoning of this Erf from “**Special Residential**” to “**Residential General**”

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

#### **DISCUSSION**

Mr B Moleleko presented the item

**IT IS RESOLVED (20 MARCH 2018)**

That the application for removal of restrictions and rezoning of erf 9847, from “**Special Residential** ” to “**General Residential** ” as stipulated in the Welkom Town Planning Scheme NO.1 of 1980 in order to use the stand for the construction of a housing complex, **IS APPROVED SUBJECT** to the following conditions:

1. That only 32 units per hectare **SHALL BE ALLOWED** on the erf.
2. That the total coverage of all buildings **SHALL NOT EXCEED** 35%.
3. That the maximum height **SHALL NOT EXCEED** two (2) storeys.
4. That a site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council’s prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
11. That no individual dwelling unit in a group **MAY BE SOLD** before the subdivision of the erf for the particular phase has been finalised and all building and other development designs have been approved and completed for the particular group.
5. That where open parking are provided on ground level, parking **MUST BE SHADED** and trees must be planted and maintained at a minimum ratio of one tree providing shade for two parking bays; in the case of a single rows of parking; or one tree providing shade for every four parking bays; in a case of double rows of parking; in such a manner that shade is provided for all passenger vehicle parking bays to the satisfaction of the Council.
6. That the visitors **ARE NOT ALLOWED** to park in the streets.
7. That the external wall built on the boundary **SHALL BE OF** face bricks, fire and sound/noise proofed to the satisfaction of the Council and single storey only.
8. That the street elevation **SHALL BE AESTHETICALLY** acceptable and and a semi-detached housing effect may not arise.
9. That the area of the premises facing the street **SHALL BE LANDSCAPED** to the satisfaction of the Council.
10. That, if the demand for services (electricity, water, sewer, etc) exceeds the capacity of the existing connections due to the proposed use and the services connections have to be enlarged, moved or altered, the costs thereof **SHALL BE FOR THE ACCOUNT** of the applicant to the satisfaction and standards of the Matjhabeng Municipality.

11. That, if Telkom equipment is damaged or must be moved during the development, the Matjhabeng Local Municipality **DOES NOT ACCEPT** responsibility for any costs involved and such costs shall be for the account of the applicant;
12. That the applicant **BE LIABLE FOR** the costs of revaluation of the property after rezoning, payable at the Chief Financial Officer.
13. That the water and electricity tariff as well as the property rates **BE REPLACED** with applicable tariffs from the month following the approval and be up-to-date.
- 14. That all the stipulations of the Welkom Town Planning Scheme, No. 1 of 1980, **BE ADHERED TO.****

#### **MPT9/2018**

#### **APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 9809 EXTENSION 3, WELKOM.**

#### **PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 9809 Extension 3 Welkom, Silostrat Investments for the removal of restrictive title conditions and rezoning of this Erf from “**Special Residential**” to “**Special IV (b): Townhouses, carports and Offices**”.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

#### **DISCUSSION**

Mr B Moleleko presented the item

#### **IT IS RESOLVED (20 MARCH 2018)**

1. That in terms of Section 16 (2) (a) (iii) of the Matjhabeng Municipal Land Use Planning By-Law the application for removal of restrictive title conditions A (b)(c) (d) (e) (f) (g) (h) (i) (j) (k) (l) (i) (ii) (iii) (n) (o) (r) and B (a),(b),(c),(d) in respect of erf 9809 **IS GRANTED** and,
2. That in terms of Section 16 of the Matjhabeng Municipal Land Use Planning By-Law (2) (a) (ii) rezoning of erf 9809, from “**Special Residential**” to “**Special IV (b): Townhouses, Carports and Offices**” as stipulated in the Welkom Town Planning Scheme NO.1 of 1980 in order to use the stand for the construction of townhouses, carports and offices, **IS APPROVED SUBJECT** to the following conditions:
3. That only 2 townhouses **SHALL BE ALLOWED** on the erf.
4. That the total coverage of all buildings **SHALL NOT EXCEED** 50%.

5. That the maximum height **SHALL NOT EXCEED** two (2) storeys.
6. That parking **SHALL BE PROVIDED** according to the satisfaction of Council
7. A site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council's prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
  - a) That no individual dwelling unit in a group **MAY BE SOLD** before the subdivision of the erf for the particular phase has been finalised and all building and other development designs have been approved and completed for the particular group.
8. That the applicant **BE LIABLE** for the costs of revaluation of the property after rezoning, payable at the Chief Financial Officer.
9. That the water and electricity tariff as well as the property rates **BE REPLACED** with applicable tariffs from the month following the approval and be up-to-date.
10. That all the stipulations of the Welkom Town Planning Scheme, No. 1 of 1980, **BE ADHERED TO**.

**MPT14/2018**

**APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 43, ODENDAALSRUS.**

**PURPOSE OF THIS REPORT**

DR KP van der Walt applies on behalf of the owner of Erf 43, Shakeel Ahmad for the rezoning and removal of restrictive title conditions of this Erf from “**General Business**” to “**General Residential**”.

This report is submitted to the Matjhabeng Municipal Planning Tribunal to resolve on the matter.

**DISCUSSION**

Mr B Molelekwa presented the item

**IT IS RESOLVED (20 MARCH 2018)**

1. That in terms of Section 16 (2) (a) of the Matjhabeng Municipal Land Use Planning By-Law (2) (a) (ii) rezoning of erf 43, Odendaalsrus from “**General Business**” to “**General Residential**” as stipulated in the Odendaalsrus Town Planning Scheme No.2 of 1981 in order to use the stand for the construction of

block of flats, **IS APPROVED SUBJECT** to the following conditions:

- a) That only 30 units per hectare **SHALL BE ALLOWED** on the erf.
- b) That the total coverage of all buildings **SHALL NOT EXCEED** 35%.
- c) That the maximum height **SHALL NOT EXCEED** two (2) storeys.
- d). That a site development plan **SHALL BE SUBMITTED** for approval by the Council prior to the submission and approval of any building plans. Except with the Council's prior written consent no deviation from the approval site development plan shall be allowed. No building shall be erected on the erf before the site development plan has been approved by the Council.
- e). That no individual dwelling unit in a group **MAY BE SOLD** before the subdivision of the erf for the particular phase has been finalised and all building and other development designs have been approved and completed for the particular group.
- f) That where open parking are provided on ground level, parking **MUST BE SHADED** and trees must be planted and maintained at a minimum ratio of one tree providing shade for two parking bays; in the case of a single rows of parking; or one tree providing shade for every four parking bays; in a case of double rows of parking; in such a manner that shade is provided for all passenger vehicle parking bays to the satisfaction of the Council.
- g). That the visitors are **NOT ALLOWED TO** park in the streets.
- h). The external wall built on the boundary **SHALL BE** of face bricks, fire and sound/noise proofed to the satisfaction of the Council and single storey only.
- i). The street elevation **SHALL BE AESTHETICALLY** acceptable and and a semi-detached housing effect may not arise.
- j). The area of the premises facing the street **SHALL BE LANDSCAPED** to the satisfaction of the Council.
- k). That, if the demand for services (electricity, water, sewer, etc) exceeds the capacity of the existing connections due to the proposed use and the services connections have to be enlarged, moved or altered, the costs thereof **SHALL BE FOR THE ACCOUNT** of the applicant to the satisfaction and standards of the Matjhabeng Municipality.
- l). That, if Telkom equipment is damaged or must be moved during the development, the Matjhabeng Local Municipality **DOES NOT ACCEPT**

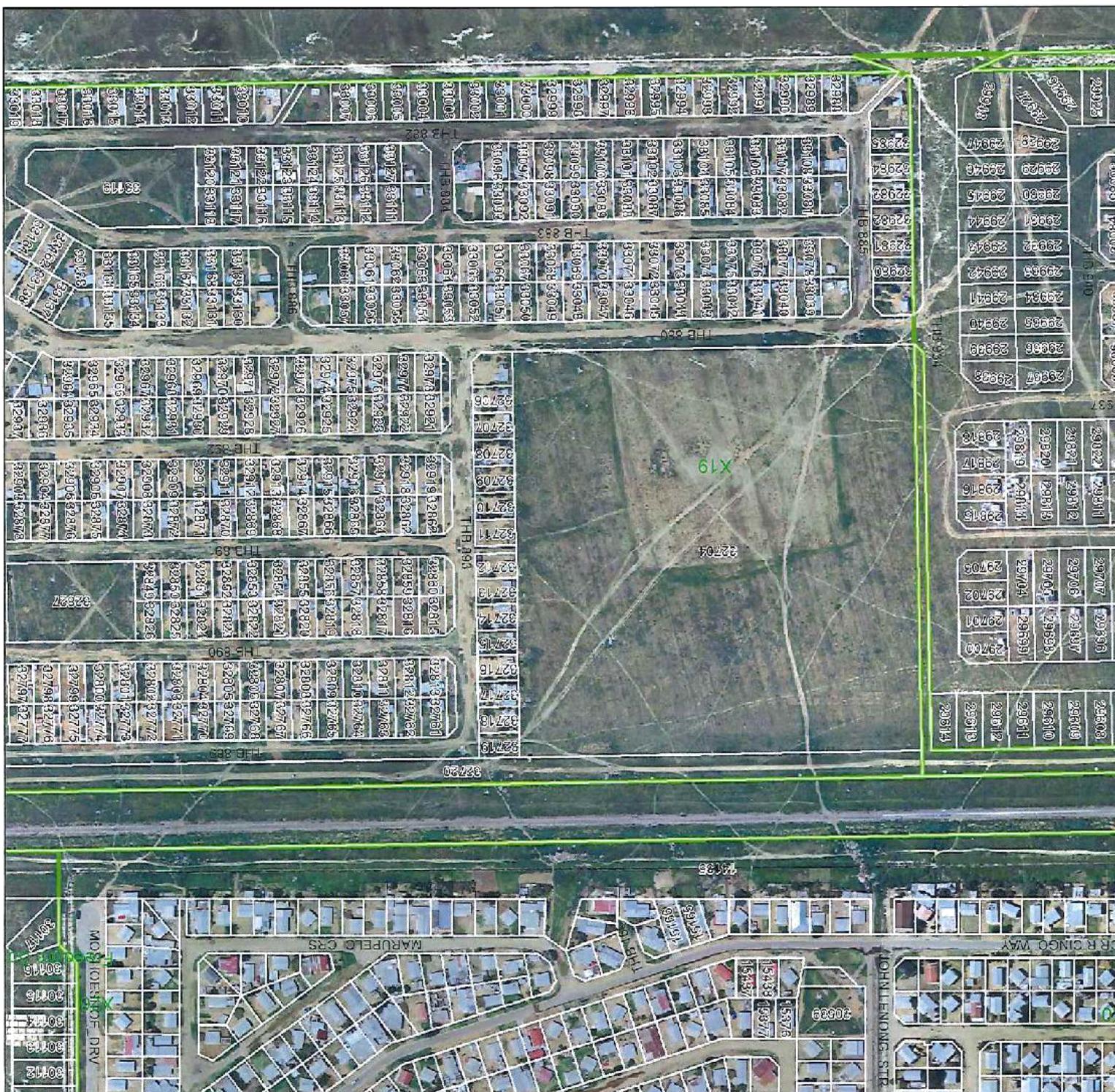
**RESPONSIBILITY** for any costs involved and such costs shall be for the account of the applicant;

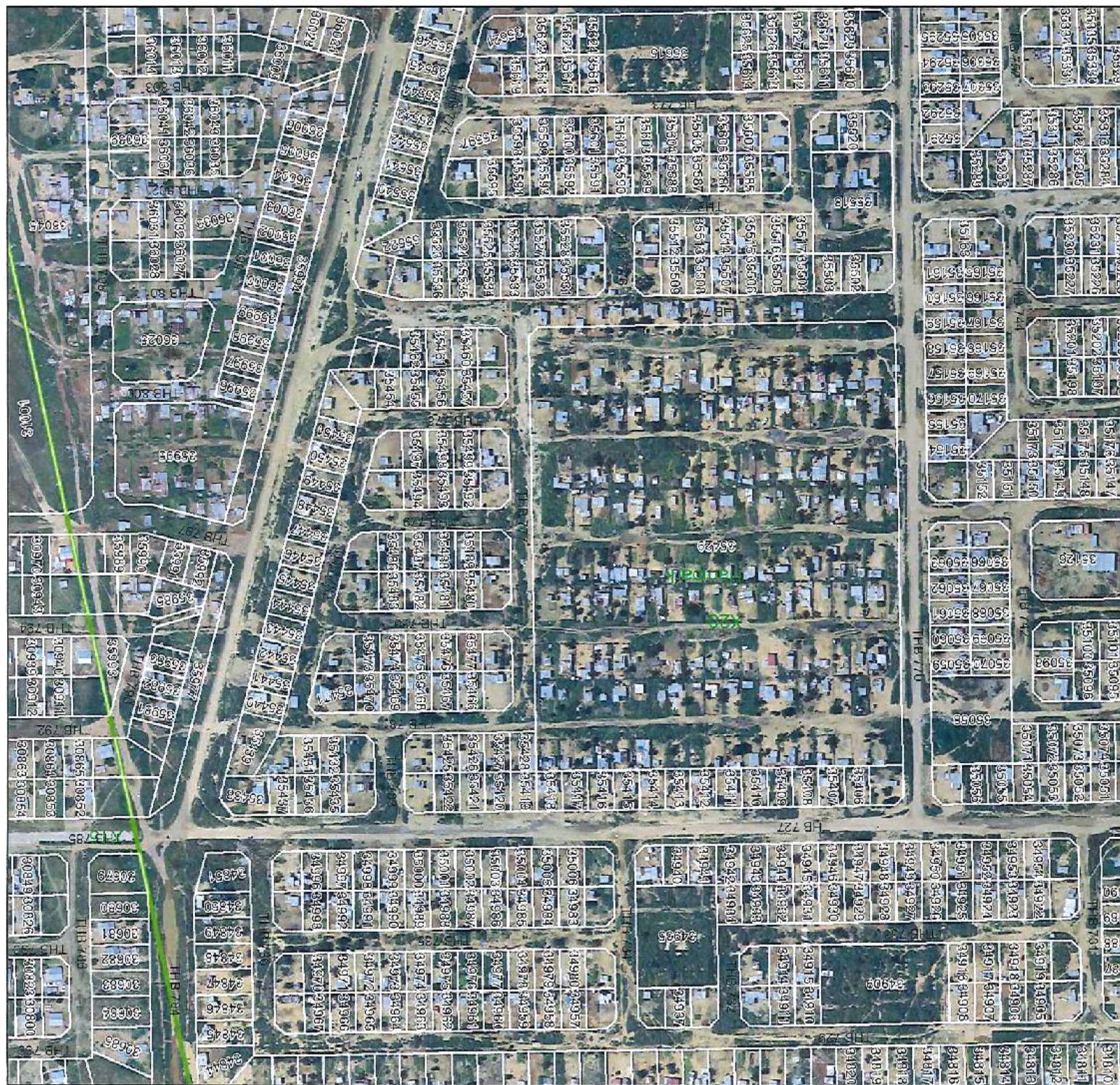
- m). That the applicant **BE LIABLE FOR THE COSTS** of revaluation of the property after rezoning, payable at the Chief Financial Officer.
- n). That the water and electricity tariff as well as the property rates **BE REPLACED** with applicable tariffs from the month following the approval and be up-to-date.
- o) Services **SHALL BE PROVIDED** to the units to the satisfaction and standards of the Matjhabeng Municipality by and at the cost of the applicant.
- p) That all the stipulations of the Odendaalsrus Town Planning Scheme, No. 2 of 1981, **be adhered** to.

LIST OF APPLICATIONS RECEIVED AND APPROVED

APPLICANT	ITEM NUMBER	APPLICATION	DATE APPROVED
Dr KP VD Walt	MPT 1/ 2018	APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 875 EXTENSION 1, WELKOM.	20 May 2018
Me. R Nkhasi	MPT 2/ 2018	APPLICATION FOR THE CONSOLIDATION AND REZONING OF ERF 987 AND 988, WELKOM.	20 May 2018
Mr M.M Sibuyi	MPT 3/2018	BUSINESS ON ERF 4992, NO 77 SOLOMON STREET, RIEBEECSTAD, EXTENSION 1, WELKOM. (18/4/1/19) LED & SP	13 May 2018
Regional Funerals	MPT 4/2018	APPLICATION FOR SPECIAL CONSENT TO RUN A FUNERAL UNDETAKER BUSINESS ON ERF 5028, NO.5 MONARCH AVENUE, RIEBEECSTAD, EXTENSION 1,WELKOM. (18/4/1/19) LED & SP	13 May 2018
Laubscher Slabbert and Brink	MPT 5/2018	APPLICATION FOR THE REZONING OF ERF 4041, EXTENSION 3, DOORN WELKOM FROM "SPECIAL RESIDENTIAL TO SPECIAL BUSINESS (DEFINED) 17 SHOPS AND OFFICES; AND REMOVAL OF RESTRICTIVE TITLE CONDITIONS.	13 May 2018
Dr KP van der Walt	MPT 6/2018	APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 6992 EXTENSION 10, WELKOM	20 May 2018
Dr KP van der Walt	MPT 7/2018	APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 9847 EXTENSION 2, WELKOM.	20 May 2018

Dr KP van der Walt	MPT 8/2018	APPLICATION FOR THE REZONING OF ERF 1614, EXTENSION 3, DOORN WELKOM FROM "SPECIAL RESIDENTIAL TO SPECIAL BUSINESS (DEFINED) 18 OFFICES AND PERSONAL SERVICES; AND REMOVAL OF RESTRICTIVE TITLE CONDITIONS	20 May 2018
Dr KP van der Walt	MPT 9/2018	APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 9809 EXTENSION 3, WELKOM	20 May 2018
Laubscher Slabbert and Brink	MPT10/2018	APPLICATION FOR THE CONSOLIDATION OF ERVEN 12888, 12889, 12890 AND 12891, MELODING, VIRGINIA.	13 May 2018
Neumann van Rooyen	MPT11/2018	APPLICATION FOR SPECIAL CONSENT ON ERF 3459, NO 272 LONG ROAD, BEDELIA, EXTENSION 3, WELKOM. (18/4/1/19) LED & SP	13 May 2018
Laubscher Slabbert and Brink	MPT12/2018	APPLICATION FOR THE SUBDIVISION OF ERF 10766 ST HELENA, EXTENSION 1, WELKOM.	13 May 2018
Bennie Marais	MPT13/2018	APPLICATION FOR SPECIAL CONSENT ON ERF 344, NO 5 BUITEKANT STREET, VENTERSBURG. (18/4/1/19) LED & SP	13 May 2018
DR KP van der Walt	MPT14/2018	APPLICATION FOR THE REZONING AND REMOVAL OF RESTRICTIVE CONDITIONS OF ERF 43, ODENDAALSRUS	20 May 2018









**small business  
development**

Department:  
Small Business Development  
**REPUBLIC OF SOUTH AFRICA**

## **PROGRAMME GUIDELINES**

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**Enterprise Incubation Programme for Small and Medium Enterprises (SMEs)  
and Cooperatives**

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*Programme Manager:*

*Enterprise Incubation Programme*

*Department of Small Business Development*

*The DTI Campus*

*77 Meintjies Street*

*Sunnyside, Pretoria 0002*

*Republic of South Africa*

*Private Bag X672, Pretoria 0001*

*Website: [www.dsbd.gov.za](http://www.dsbd.gov.za)*

*Email : [info@dsbd.gov.za](mailto:info@dsbd.gov.za)*

*Call Centre: 0861 843 384 (select option 2)*

*June 2016*

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**Appendix A: Detailed Guidance for the Incubator Proposal**

**Appendix B: Schedule for Incentive Programmes**

**Disclaimer**

This guideline document provides the criteria to assess proposals from potential incubator projects and the process of applying for the Enterprise Incubation Programme (EIP). The guidelines are approved and issued by the Minister of Small Business Development (DSBD) for purposes of ensuring clarity on the aim(s) and requirements of the incentive programme. DSBD reserves the right to amend the guidelines as it deems appropriate.

**Abbreviations and Acronyms**

<b>AC</b>	Advisory Council
<b>DSBD</b>	Department of Small Business Development
<b>EIP</b>	Enterprise Incubation Programme
<b>ISSD</b>	Incubator Support and Supplier Development
<b>PFMA</b>	Public Finance Management Act
<b>PRECCA</b>	Prevention and Combating of Corrupt Activities Act
<b>VAT</b>	Value-added tax
<b>ADJC</b>	Adjudication Committee
<b>AC</b>	Advisory Council
<b>SEDA</b>	Small Enterprise Development Agency

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## Glossary of Definitions

### **Advisory Council**

**Refers** to a structure established to oversee the operations and performance of the incubator. The council consist of representatives of key interest groups and funders.

### **Applicant**

**Refers** to registered legal entities in South Africa applying for EIP.

### **Incubation**

**Refers** to business incubation which provides a nurturing, instructive and supportive environment for entrepreneurs during the critical stages of starting up a new business including pre-incubation and post-incubation programmes.

### **Incubator**

**Refers** to an instrument offering services to early stage enterprises aimed at strengthen the business systems and strategic direction, through a combination of business development services, funding and access to the physical space necessary to conduct business.

### **Incubatees**

**Refers** to enterprises and cooperatives that have been incubated in the EIP.

### **Intervention**

**Refers** to those criteria listed in **Section 5** of the guidelines, referring to interventions included under EIP: business development support, infrastructure, machinery, equipment and tools and operational costs.

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## Qualifying Criteria

**Refers** to those criteria listed in **Section 4** of the guidelines, referring to the incubator, which must all be satisfied by the incubator applying for finance.

## SMME

**Refers** to enterprises with a turnover of R35 million and below.

**Secretariat**

**Refers** to the Chief Directorate: Market Development and Stakeholder Relations. The members of the Secretariat will be DSBD's employees specially tasked with the programme management roles and responsibilities.



**1. Preamble**

- 1.1 The purpose of this document is to provide the guidelines for the application towards the Enterprise Incubation Programme (EIP).
- 1.2 The guidelines set out in this document are intended to enable applicants to present their applications to the Department of Small Business Development (DSBD), and provide a framework for DSBD to evaluate such applications.
- 1.3 Granting of the incentive or approval of the application will only be for projects that meet the objectives of the EIP as interpreted by these guidelines. In order to qualify for the incentive, participating projects have to apply and receive approval from DSBD, and any such decision will be final.
- 1.4 These guidelines may be amended from time-to-time as deemed necessary by DSBD. These amendments will be published on DSBD website and will be of immediate effect after publication.
- 1.5 Where the guidelines lend themselves to varying interpretations or do not deal with specific subject matter, the interpretation of DSBD must be requested and such interpretation will be decisive and final.
- 1.6 Approval of applications will be subject to compliance with the incentive guidelines, availability of funds and the relevant provisions of the Public Finance Management Act (PFMA).

**2. Services Delivered by DSBD**

- 2.1 No fees or charges are levied for the processing or evaluation of any Enterprise Incubation Programme (EIP) applications or claims.
- 2.2 Applicants are welcome to contact DSBD directly or its appointed business support

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agencies in the provinces that can assist them with the process of application.

- 2.3 Applicants may approach DSBD for assistance to apply for the programme. Although an applicant may make use of the services of a consultant or representative, DSBD does not accept liability for any loss or damage incurred due to an action or omission of an applicant's consultant or representative.

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### 3. Description of the Enterprise Incubation Programme (EIP)

- 3.1 The EIP programme will be pilot programme for the 2016/17 financial year.
- 3.2 The objective of the programme is to support the establishment of new incubators and for the growth and expansion of existing incubators. Both new and expanding incubator applicants will be evaluated in line with the sector/field related experience of the applicant accompanied by confirmed past performance and portfolio of evidence.
- 3.3 EIP is targeted at South African registered and tax compliant entities - Small, Medium and Micro Enterprises (SMMEs) and Cooperatives with vast experience in the development and mentoring of early stage enterprises and cooperatives with potential to supply goods and services to firms in the local economy on a sustainable basis.
- 3.4 The registered entities will support incubatees who are early stage enterprises and cooperatives with a focus on township and rural areas with potential to create livelihoods, but need extensive targeted guidance in business improvement. Support for women, youth and people with disabilities will be prioritised in the incubator plans.
- 3.5 The EIP pilot programme will implement a market-driven approach to identify incubation opportunities. Securing a market through an offtake agreement will be the incubator's responsibility. This is a requirement in the EIP application. The incubator will be utilised to transfer skills to small businesses and cooperatives, with an effort of attaining the expectant quality standards and specifications of firms.
- 3.6 For the pilot year, the programme offers a hundred percent (100%) subsidy from a minimum of **five million rand** (R5 000 000) to a maximum of **10 million rand** (R10 000 000) to eligible applicants up to 3 years depending on the sector, activities and development needs of incubated enterprises and subject to the availability of funds.
  - 3.6.1 The incentive may be used to acquire qualifying **business development support**,

**infrastructure, machinery, equipment and tools.**

3.6.2 Approved business development support and infrastructure costs will account for seventy percent (70%) and operational costs thirty percent (30%) of the total cost approved.

3.7 The EIP pilot programme is effective from 01 April 2016 up to 31 March 2017.

## 4. Eligible Enterprises

4.1 To qualify for funding under the EIP an applicant must be:

- A registered legal entity in South Africa in terms of the Companies Act, 1973 (as amended) or the Companies Act, 2008 (as amended); the Close Corporations Act, 1984 (as amended) or the Co-operatives Act, 2005 (as amended), Non-Profit Organisation (NPO) and Trust.

4.2 The programme is available to applicants that want to establish new incubators as a separate registered legal entity or wish to grow and expand existing ones. Legal entities applying for expansion should not be affiliated to entities previously supported through incubation programmes of the Department of Trade and Industry (the dti) and Seda.

4.3 The applicant must have extensive related<sup>1</sup> experience in the relevant field/sector with credible portfolio of evidence;

4.3.1 Market access guarantee/offtake agreement;

4.3.2 Incubation plan/model<sup>2</sup>;

4.3.3 Agreements with selected small enterprises and cooperatives; and

4.3.4 Accelerated mentorship programme;

4.3.5 Exit strategy

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- 4.4 The supported incubator must offer physical incubation support services.
- 4.5 The applicant must submit proof of selected incubatees as part of the applicant's EIP application, in the arrangement of a Memorandum of Understanding (MoU) between applicant and incubatee.
- 

<sup>1</sup> Extensive experience is defined as minimum of 3 – 20 years and above

<sup>2</sup>The incubation model/plan

4.6 The selection criteria of incubatees must include:

4.6.1 Ownership of assets (tools and machinery) mandatory for activities required from the incubator<sup>3</sup>

## 5. Qualifying Interventions

5.1 Business Development Support;

5.2 Market development (research, pricing techniques and packaging);

5.3 Machinery and equipment, tools and specialised tools<sup>4</sup>;

5.4 Infrastructure linked to incubator activities;

5.5 Product and service development;

5.6 Information and Communication Technology (ICT) linked to incubator activities;

5.7 Operational costs

5.8 Feasibility studies will be capped at one and a half million rand (R1,5 million).

5.9 The EIP Adjudication Committee may consider for support, any other costs related to the activities of the incubator.

## 6. Eligible Expenditure

6.1 The programme offers a hundred percent (100%) incentive from a minimum of **five million rand** (R5 000 000) to a maximum of **ten million rand** (R10 000 000) to eligible applicants for the duration of the pilot.

6.2 Thereafter cost sharing at a ratio of 90:10 between DSBD and eligible applicants will be introduced for the programme rollout. The applicant's contribution towards the ten percent (10%) will be accepted either in monetary value and/or assets linked to the

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incubator and its activities. DSBD will appoint qualified assessors to conduct asset valuations.

- 6.3 The maximum amount approved for EIP will be at the discretion of the Adjudication Committee.
- 

<sup>3</sup> E.g. In the agriculture sector, incubatees selected by the applicant should have land available, be a registered entity, water rights/access etc.

<sup>4</sup> Specialised tools refers to trade related computer aided software's such as CAD (computer-aided design) software is used by architects, engineers, drafters, artists, and others to create precision drawings or technical illustrations and others mechanical computer-aided typically taught to use highly sophisticated software to design things like circuit boards, engine parts, automobiles, satellites and buildings.

6.4 An eligible applicant is not permitted to apply for funding for the same project/activity more than once, at the same level on condition that is for expansion purposes.

6.4 An eligible applicant can apply for multiple projects provided that the cumulative incentives do not exceed the maximum incentive of **ten million rand** (R 10 000 000) for the life spend of the incentive scheme.

## 7. Exclusions and Limitations

### **The following are not eligible for funding:**

- 7.1 Office furniture costs;
- 7.2 Land and buildings;
- 7.3 Design and printing of marketing materials;
- 7.4 Activities related to liquor, tobacco, and professionals (health and legal);
- 7.5 Any other costs that the Adjudication Committee, at its sole discretion, can deem as non-qualifying.

## 8. General Conditions

- 8.1 Applicants that are already receiving funding for similar activities are excluded from participation. This includes the Incubator Support Programme (ISP) of the Department of Trade and Industry (**the dti**) and the Small Enterprise Development Agency Transfer Programme (Stp).
- 8.2 DSBD will appoint a representative to the Advisory Council of an approved incubator as a non-voting member.

8.3 Applicants should complete and submit an application for incubator at least two (2) months before the start of the actual projects and not early than nine (9) months.

8.4 Turnaround time from receipt of application to approval is six (6) weeks.

## **9. Framework for the proposal**

9.1 The proposal should be submitted in the form of an application form obtainable from the DSBD website and will cover the following key aspects:

- 9.1.1 Executive summary outlining the objectives of the project.
  - 9.1.2 An incubator characterisation outlining the incubator organisation, strategy and unique aspects.
  - 9.1.3 Market access guarantee/offtake agreement.
  - 9.1.4 The business model of the incubator, detailing the type of incubator proposed, target market and services.
  - 9.1.5 Marketing plan outlining how the target market will be defined and reached.
  - 9.1.6 Operational plan should include tasks that are necessary to ensure that the incubator reaches its objectives, including selection and exit strategies for incubatees.
  - 9.1.7 Details of resources required to deliver on the services and control systems in place.
  - 9.1.8 Financial information outlining the funding structure, sources of funding and financial forecasts for the project (three (3) years income statement and asset register projections).
  - 9.1.9 Processes for monitoring and evaluating performance of the incubatees.
- 
- 9.2 The proposal must demonstrate how the incubator would function and be sustainable overtime.
  - 9.3 The incubator management should have business experience, and skills and experience in nurturing and growing businesses.
  - 9.4 The incubator must demonstrate capacity to create business networks and market access opportunities for incubatees.
  - 9.5 Accompanying the proposal will be supporting documentation mentioned under section 9.1.

9.6 The framework for the proposal is attached as annexure A.

**10. Evaluation Criteria**

10.1 The applicant will also be evaluated based on the following evaluation criteria:

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- 10.1.1 Management competency with business background and entrepreneurial and leadership skills. Track record in successfully mentoring and coaching SMMEs and Cooperatives;
- 10.1.2 Advisory Council experience in business leadership and/or development;
- 10.1.3 Extent to which applicant is committed to and has demonstrated capacity to create market access opportunities for the project arising out of the incubator;
- 10.1.4 Comprehensive project proposal;
- 10.1.5 Sustainability of revenue model proposed;
- 10.1.6 Stakeholder support and capacity to develop networks;
- 10.1.7 Alignment of recruitment and selection criteria of the incubator with services offered, resources and objectives of the incubator;
- 10.1.8 Realistic exit strategy and post incubation plan.

## **11. Grant Support**

- 11.1 The grant approval for the pilot will be based on projections for the first year at application stage whereas the approval for subsequent year(s) be accepted in principle and be reviewed annually subject to actual performance in the preceding year(s) against agreed milestones.
- 11.2 All payments will be made directly to the incubator's primary bank account.
- 11.3 The EIP offers a hundred percent (100%) grant to eligible applicants for the pilot.

- 11.4 The grant approval for the pilot is capped at a maximum of **ten million rand** (R10 000 000) VAT inclusive per financial year, over a three (3) year period and is subject to the availability of funds and up to the discretion of the Adjudication Committee.
  
- 11.5 Thereafter cost sharing at a ratio of 90:10 between DSBD and applicant will be applicable for the remaining duration of the incubator. The applicant's contribution towards the ten percent (10%) will be accepted either in cash and/or assets linked to the incubator and its activities. Assessors will be appointed by DSBD to complete the asset verification.

**12. Grant Disbursement**

- 12.1 The grant will be disbursed quarterly based on the submitted cash flow projections upon submission of a quarterly report(s) and a complete claim form.

**13. Monitoring and Evaluation**

- 13.1 All approved applicants will be monitored to assess how the EIP is contributing towards the strategic objectives of the incentive and its intended outcomes.
- 13.2 Monitoring information required from applicants will form part of the claim forms. Upon receiving the claim forms, DSBD will conduct site visits with all the approved applicants to verify the requested information.
- 13.3 In addition to the site visits, applicants may be required to comply with periodic performance monitoring visit.
- 13.4 Approved applicants are also required to submit quarterly and annual performance reports, for the duration of EIP funding.

**14. General Legal Stipulations**

- 14.1 Any attempt to circumvent or actual circumvention of these guidelines which, at the sole discretion of DSBD, may allow an applicant who would otherwise not have qualified to qualify for this incentive, will lead to rejection of the application or claim.
- 14.2 DSBD may, upon suspicion of any criminal, misleading, dishonest and/or irregular activities, suspend payments that may be due or become due to a claimant. Further, DSBD shall not be liable for any damages or interest, pending the finalisation of any forensic investigations and any criminal proceedings emanating from such investigations.

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- 14.3 Findings of a forensic investigation indicating any criminal, misleading, dishonest and/or irregular activities will be sufficient to allow DSBD to cease all payments and reclaim any payments already made, with more interest.
- 14.4 DSBD subscribes to the principles set out in the Prevention and Combating of Corrupt Activities Act (PRECCA), No. 12 of 2004. Applicants are requested to contact

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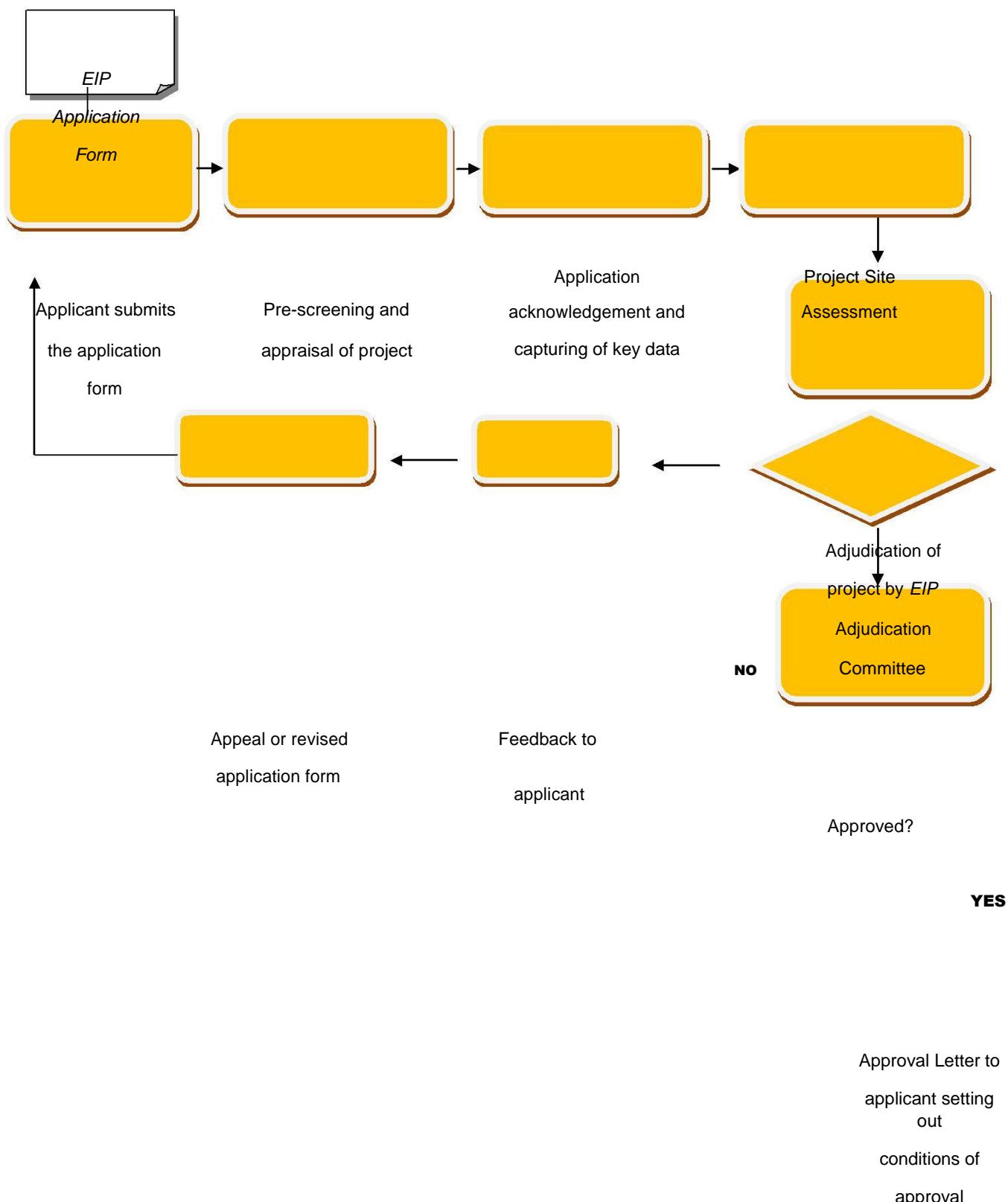
DSBD Fraud Hotline on 0800 701 701, should they wish to report any suspicious behaviour.

- 14.5 A duty rests on the applicant and any other person who may benefit from the EIP to disclose everything that may have an influence of the adjudication of the application and/or claim. Failure to do so will lead to the termination or cancellation or suspension of the application/claim.
- 14.6 DSBD reserves the right to publish success stories of successful candidates. The right to choose a successful candidate for publication will be at the sole discretion of DSBD and by applying for the EIP incentive, the applicant provides his/her consent to such publication.
- 14.7 DSBD reserves the right to obtain independent quotations for any intervention proposed or claimed and to pay the lesser amount of the independent quote or the amount proposed or claimed. In this regard, DSBD may, where a certain type of intervention occurs regularly, set benchmarks or maximum amounts for such interventions, to ensure the fair and equitable treatment of all applicants.
- 14.8 Any relaxation of minimum requirements, conditions or terms in these guidelines will be based on merit and at the sole discretion of DSBD. In this regard, the decision of DSBD will be final.

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## 15. Application Process

The application process is as follows:



## 16. Submission of Applications

**The applications should be submitted via Registered Mail, Courier, Hand Delivery or Email to the following addresses:**

Attention: Programme Manager: Enterprise Incubation Programme

**Physical Address:**

the dti Campus

77 Meintjies Street

Block G - Floor 2

Sunnyside

Pretoria

0002

Attention: Programme Manager: Enterprise Incubation Programme

**Postal Address:**

Programme Manager: Enterprise Incubation Programme

Private Bag X672

Pretoria

0001

**Email Address:**

[Eip@dsbd.gov.za](mailto:Eip@dsbd.gov.za)

**DSBD's Customer contact centre: 0861 843 384 (Select option 2)**

**DSBD's Website:** [www.dsbd.gov.za](http://www.dsbd.gov.za)

Ms. Lindiwe Zulu

Minister

Date:





## **Appendix A: Detailed Guidance for the Incubator Proposal**

Applicants for the EIP should ensure that their proposals cover aspects as outlined below:

### **1. EXECUTIVE SUMMARY**

- Objectives and description of the (Incubator)
- Brief history (if existing) and background to the incubator
- Products and services
- Financing required

### **2. THE INCUBATOR CHARACTERISATION / CONCEPT**

- Overview of incubator organisation and strategy
- Track record if the incubator has been in existence
- Current status
- Unique characteristics and advantages of incubator
- Key stakeholders

### **3. BUSINESS MODEL**

- Type of incubator (what the incubator intends to do)

- Services to be offered
- Who/what market or segment is the incubator targeted at
- What competences/experiences/technologies is the incubator based on
- What market trends inform the incubator

## 4. MARKETING PLAN

- How will the target market be defined and reached

- Analysis of the market and its potential (trends, competition, comparative advantages)

## 5. OPERATIONAL PLAN

- Procedures for reaching objectives including;
  - incubatee recruitment, pre-incubation and assessment;
  - incubation period;
  - SMME graduation/exit strategy and post incubation strategy;
- Business location (size & capacity, advantages & disadvantages, lease or ownership details)
- Details of equipment, furniture & fixtures
- Future expenditures and technology requirements
- Development of partnerships and networks

## 6. ADMINISTRATION / ORGANISATIONAL PLAN

- Resources required by the incubator (machinery, furniture & equipment)
- Organisational structure (staff structure, roles & responsibilities, qualifications & experience)
  - Experience in mentoring and/or offering business development support
- Details of Advisory Council

## 7. FINANCIAL PLAN

- Initial investment required

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- Details to financial model
- Three (3) year income statement and asset register projections where possible

## **8. MONITORING AND EVALUATION**

- How will performance be measured and monitored

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## Appendix B: Schedule for Incentive Programmes

### 1. DEFINITIONS

The definitions contained in the incentive guidelines apply. In addition:

- 1.1. “**The Beneficiary**” means the legal or natural person that was approved by **DSBD** for incentives, and where the payment is ceded to a service provider, it also refers to the service provider.
- 1.2. “**Business Project**” or “**Project**” means the business operated by the Beneficiary and that was approved for the incentive.
- 1.3. “**DSBD**” refers to the Department of Small Business Development, Enterprise Incubator Programme, Block G, Floor 2, 77 Meintjies Street, Sunnyside, Pretoria; Private bag X672, Pretoria, 0001.

### 2. NATURE OF THE INCENTIVES

- 2.1. **DSBD** and the **Beneficiary** do not enter into a partnership, agency agreement, shareholding agreement or other representation because of the approval of an incentive application or a claim.
- 2.2. The **Beneficiary** has no authority to bind or attempt to bind **DSBD** in any manner or to assume or to incur any obligation or responsibility, expressed or implied on behalf of or in the name of **DSBD**.

### 3. INCENTIVE GUIDELINES AND ECONOMIC POLICIES OF DSBD

- 3.1. The incentive guidelines and/or this schedule may be amended from time to time. Amendments to the guidelines and/or this schedule will be published on **DSBD** website and will be effective immediately. **Beneficiaries**, whose applications have already been approved will only, be affected by retrospective amendments if it is not prejudicial to them or to **DSBD**.
- 3.2. Where the **Beneficiary** is of the opinion that a word or sentence in the incentive guidelines or this schedule is vague and /or has to be interpreted, the **Beneficiary** must not make its own interpretation.

**DSBD** has the right in its sole discretion, to provide interpretations on the meaning and intention of such words or sentences. Such decisions are binding on all **Beneficiaries**.

3.3. The **Beneficiary** is required to familiarise itself with the economic policies of **DSBD**. Any failure to conduct its business in line with such policies may result in the **Beneficiary** being regarded as having contravened the terms of this schedule. Specifically the **Beneficiary** is reminded of Competition and Consumer Laws, BEE policy, as well as **DSBD**'s efforts to phase out import parity pricing in favour of non-discriminatory pricing and the efforts to promote downstream beneficiation. Should the **Beneficiary** not be in compliance with these policies, it shall be expected of the **Beneficiary** to submit with its claims an adopted business plan indicating how it is striving to become compliant.

## 4. APPROVAL OF THE INCENTIVE APPLICATION AND SUBMISSION OF CLAIMS

4.1. The approval set out in the letter of approval is only relevant to the specific business project that applied. A business project, activity or expenditure can only qualify once for an incentive (unless the

incentive guidelines states different). A Business Project will be disqualified if it contravenes this clause.

4.2. No representation, communication (including official **DSBD** letters), or offer made prior to the approval of the application/claim shall be valid in so far as it does not agree with the letter of approval, or the requirements of the claim.

4.3. No information may be submitted with the claim on any, or part of any, project other than the business project that has been approved.

4.4. The calculation method of the maximum incentive approved, replaces any calculation method explained in the incentive guidelines and shall be final. The approved maximum amount is fixed and shall not be adjusted due to changes in macroeconomic variables like inflation -; exchange -; or interest rate etc.

4.5. The **Beneficiary** is not automatically entitled to the full amount of the maximum incentive offered. **DSBD** further reserves the right to correct any calculation error at any stage before or after approval / payment. A further calculation will be made based on the figures set out in the claim form. This calculation may result in an amount that is less than the maximum amount, but can never be more than the offered maximum amount.

## **5. AMENDMENTS TO THE INFORMATION SUBMITTED BY THE BUSINESS PROJECT**

5.1. Any change (including amendment, addition or variation) in the information set out in the application which is relevant to the approved incentives, must immediately be communicated to **DSBD** in writing. This includes, but is not limited to, changing time frames.

5.2. The **Beneficiary** must request written approval from **DSBD** that the planned changes do not affect the incentive in a manner that is unacceptable to **DSBD**, before the planned changes take place. The decision to amend the information submitted for the incentive shall be solely in the discretion of **DSBD** and is final. **DSBD** may accept the change; or may refuse to make the change applicable to the approval; or may accept the change as part of the approval, but make the approval subject to (additional / other) conditions; or may reject the whole application or claim based on the planned changes. The application or claim shall be rejected where, amongst others, the **Beneficiary** will no longer qualify for the incentive because of the planned changes. An approval of an amendment may affect the approved incentive amount.

## **6. PAYMENT OF THE INCENTIVE**

6.1. **DSBD** or its representative (including independent engineers or other experts) may visit the premises where the business project is conducted/executed/produced/recorded/edited and inspect such business project before or after it approves an application or claim. **DSBD** may do this with or without prior notice.

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6.2. Such inspection will be among other things, to verify the information submitted with the application and/or claim and to inspect the premises, financial books, technology, documents, reports and any other information that may pertain to this incentive and to any other related entity or project.

6.3. The **Beneficiary**, or its successor in title (including the executor / trustee of a deceased / sequestrated / liquidated estate), must keep records (electronic or paper) of all documents relevant to the incentive for five (5) years after it received the last payment. This includes a copy of its application

and all its claims; Originals of documents submitted with the application and claims; Copies of reports or other information provided to **DSBD** and relating to the incentive.

6.4. The **Beneficiary** must allow **DSBD** reasonable access to the records mentioned in paragraph 6.3 above, during normal business hours and must also provide **DSBD** with any information required for the inspection. Should the **Beneficiary** hinder **DSBD** or its representative and/or refuse access to such records in any way so that the inspection cannot be effectively completed, **DSBD** may summarily reject the application and/or claim.

6.5. **DSBD** may verify the information contained in the application, claim and/or supporting documents by carrying out an independent investigation. To do such an investigation **DSBD** may contact any person which **DSBD** feels may be of assistance. If the **Beneficiary** hinders **DSBD** or its representative in any way so that the investigation cannot be effectively completed, **DSBD** may summarily reject the application and/or claim and recover any payments already made.

6.6. Should **DSBD** find that a price claimed by the **Beneficiary** is not market related, **DSBD** may, in its sole discretion, and despite the contents of the letter of approval, reduce the approved claim amount to reflect such market related price, or may reject the full claim.

6.7. **DSBD** shall only evaluate claim forms that are fully and correctly completed to the satisfaction of **DSBD** (including that all the supporting documents required by the incentive guidelines be attached). Approval of a claim is in **DSBD**'s sole discretion.

6.8. **DSBD** shall make payment within 30 calendar days after an approval by **DSBD** of the relevant claim in accordance with the requirements and conditions of the incentive scheme's guidelines (which may include a physical inspection). **DSBD** may delay payment for an indefinite period, provided that it shall inform the **Beneficiary** for the reasons for such delay so as to ensure that no delay is for unjust administrative reasons.

6.9. Payment shall be made directly into the bank account of the **Beneficiary** only. The **Beneficiary** must notify **DSBD** of the correct account details in writing when submitting its claim form.

6.10. No interest shall be payable by **DSBD** on any amounts due and payable. Payment is subject to availability of funds as approved by National Treasury and Parliament on a yearly basis, and allocated to **DSBD** in terms of the annual Division of Revenue Act.

6.11. Where a service provider is involved in terms of the incentive guidelines, **DSBD** accepts no liability for non-performance, poor or failed execution of the activity/ies by a service provider or for damages or penalties incurred by the **Beneficiary** for using the services of a service provider.

6.12. It is the duty of the **Beneficiary** to inform **DSBD** in writing should any of the instances below occur and **DSBD** reserves its rights in the event of any of the instances occurring to reject a claim and /or refuse any further payment:

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6.12.1. The business project stops manufacturing/production/operations for any reason. This includes provisional/final liquidation (or sequestration of the sole proprietor/partner/firm); becoming dormant; being destroyed. It is irrelevant whether this cessation is permanent or temporary (seasonal business projects must at least be operational during the relevant seasons);

6.12.2. The **Beneficiary** enters into a compromise offer or arrangement with creditors, or where the **Beneficiary** is placed under judicial management;

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6.12.3. And where investment is a requirement, the business project reduces the qualifying investment without replacing it again with qualifying investment;

6.12.4. The business project reduces jobs and/ or reduces permanent staff or reduces permanent staff in favour of casual, contract or temporary staff;

6.12.5. The business project stops complying with the incentive guidelines and/or this schedule.

6.13. The **Beneficiary** is required to report to **DSBD** in writing within 7 (seven) days any discrepancy (insufficient / excess) on payments made and must repay to **DSBD** within 7 (seven) days from such report any excess received.

6.14. Any erroneous payment (including those resulting from a miscalculation, mistake, or irregularity) will immediately be recoverable and may be deducted from any future payments which are, or will become, payable. **DSBD** reserves the right to reverse, apportion or recall any payment or any part thereof at its sole discretion. **DSBD** levies interest at the rate prescribed in terms of the Public Finance Management Act, 1999 Act No. 1 of 1999 on any outstanding amounts payable as from 30 days of date of demand.

## **7. MONITORING**

7.1. The **Beneficiary** must use the incentive amounts received from **DSBD** for the approved business project or activities that it described in its application form and an inspector may require evidence at any time after an amount has been received for verification of this requirement. In contravention of this rule the amount will be recover from the **beneficiary** and prescription cannot be pleaded.

7.2. **DSBD** may ask the **Beneficiary** to complete questionnaires and submit same within the requested period or to report to **DSBD** on its business project /activities, as well as on the incentive received in order for **DSBD** to monitor and evaluate compliance as well as the contribution that the incentive is making or has made to the South African economy. If the **Beneficiary** does not comply with the request, **DSBD** may, in addition to any other legal remedies that it may have, stop or reduce all further payments in its sole discretion and may refuse any other applications being evaluated at that stage, or that may be submitted in future, from the **Beneficiary** or any of its shareholders, directors or principal officers, whether presented directly, or indirectly through another legal person for this or any other scheme.

7.3. **DSBD** may appoint an auditor to perform an audit on the **Beneficiary** to ascertain whether the **Beneficiary** has complied with the incentive guidelines and this schedule. **DSBD** will notify the **Beneficiary** in writing of the audit and the **Beneficiary** must co-operate with the auditor.

## **8. NON COMPLIANCE WITH THE INCENTIVE GUIDELINES OR THIS SCHEDULE**

8.1. Should the **Beneficiary** not comply with any requirement of the incentive guidelines or this schedule **DSBD** shall be entitled without prejudice of any other rights that it may have, to reject the application and/or claim; to stop all further payments and/or benefits and to reclaim any or all of the moneys already paid in its sole discretion. In addition, should the **Beneficiary** be in breach of clause 3.3. *Supra*

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regarding economic policies and commercial statutes, **DSBD** reserves the right to implement any of the conditions under clause 10 *infra*.

## **9. DISPUTES**

9.1. Any dispute relating to a decision (including the rejection of an application) taken by **DSBD** must be resolved by way of one internal appeal only, lodged within such time as is set out in the letter of

rejection. No appeals on inspections are allowed. Should the **Beneficiary** dispute the appeal decision, it must proceed by way of review in the High Court of SA.

9.2. If the **Beneficiary** wishes to place new facts before **DSBD** for reconsideration, the **Beneficiary** must explain in writing why these facts could not be provided at the first hearing. If this explanation is, in the sole discretion of **DSBD**, unsatisfactory, it may reject the request.

9.3. Any other dispute or disagreement between **DSBD** and the **Beneficiary** may be submitted in writing, for mediation. If the matter can still not be resolved, it may be referred in writing for arbitration. The decision of the arbitrator shall be final and binding.

9.4. Arbitration shall be in accordance with the rules of AFSA (Arbitration Foundation of South Africa) and the arbitration costs shall be shared equally.

9.5. A beneficiary has no legal right or any entitlement to any grant irrespective whether a letter of approval has been issued or not as a grant is an act of grace and should a beneficiary or its consultant wish to litigate against **DSBD** the law of contract will not apply.

## **10. CRIMINAL, MISLEADING, DISHONEST and UNLAWFUL ACTIVITIES**

10.1. **DSBD** shall, in the case of criminal/misleading/dishonest activities/information, or activities/information that contravenes any Act of the Republic of South Africa, specifically Acts that regulates commercial activities, be entitled to exercise any rights that it may have in terms of common law or statutory law. In addition, the following paragraphs will be applicable:

10.2. The **Beneficiary's** application/claim is approved conditional on the correctness and completeness of information provided by the **Beneficiary** in the application/claim/addenda/supporting documents /reports. Should the information be substantially incorrect and/or incomplete, **DSBD** may immediately reject the application/claim and claim back all monies already paid.

10.3. Where **DSBD** suspects criminal/misleading/dishonest activities/information in relation to the **Beneficiary's** incentive application or claim or commercial practices of **DSBD** or its consultant **DSBD** may immediately suspend any payments that may be due or may become due to the **Beneficiary**

10.4. **DSBD** may, where the final findings of a forensic investigation, or the findings of a competent authority indicates criminal/misleading/dishonest activities/information or the contravention of an Act, without prejudice to any other rights that it may have, reject an application or any pending claim and reclaim any payments already made, with *mora* interest, together with the costs of any legal or other costs, which may also include costs of forensic investigators and/or costs of an auditor.

10.5. **DSBD** may refer financial statements or supporting documents submitted by the **Beneficiary** to SARS for comment and comparison. If SARS informs DSBD of a difference in financials, **DSBD** may without prejudice to any other rights that it may have, reject any pending claim and reclaim any payments already made, with *mora* interest, and refuse any further payment to the **Beneficiary**.

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10.6. **DSBD** shall not be liable for any damages, interest or other claims that may ensue, should incentive payments be delayed, suspended or terminated for whatsoever reason. In addition, the **Beneficiary's** risk of business failure is solely for the **Beneficiary** and no delay, suspension or termination shall render **DSBD** liable to the **Beneficiary or any other related party** whatsoever.

10.7. Where **DSBD** rejected an application or claim due to misrepresentation/discretionary/abuse/fraud/contravention of an Act by the **beneficiary** and/or the consultant, **DSBD** may reject any current or future application from the **Beneficiary**, its shareholders, directors or principal officers or

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application from the appointed consultant whether presented directly or indirectly through another legal person. **DSBD** shall have the right to immediately refuse any other applications/claims or terminate any contract(s) that are in existence between **DSBD** and the **Beneficiary**, its shareholders, directors or principal officers, whether represented directly or indirectly through another legal person. If it comes to light that any **Beneficiary**, its shareholders, directors or principal officers or application from the appointed consultant whether presented directly or indirectly through another legal person were involved in any misrepresentation/discrepancy/abuse/fraud/contravention of an Act and when a payment has already been received, **DSBD** reserves the right to recover the payment(s) and hold the **Beneficiary**, its shareholders, directors or principal officers or application from the appointed consultant all the parties will be held liable serially and jointly the one absolving the other.

10.8. **DSBD** subscribes to the principles set out in the Prevention and Combating of Corrupt Activities Act, 12 of 2004 ('PRECCA'). **Beneficiaries** are requested to contact **DSBD** fraud hotline on 0800 701 701 should they wish to report any suspicious activities.

**NOTE:** The date and time when the criminal/misleading/dishonest activities/information or contravention of an Act took place shall be irrelevant. **DSBD** will only contribute to businesses those at all times and in all aspects conduct its business in a way that is exemplary and in accordance with the laws of the Republic. Failure to notify **DSBD** of any record that may indicate the contrary will be seen as aggravating circumstances when **DSBD** exercises its discretion in this regard.

## 11. CONFIDENTIALITY

11.1. Both **DSBD** and the **Beneficiary**, its employees, members, directors, and agents shall treat all information that they gain access to as a result of communications between **DSBD** and the **Beneficiary** relating to the incentive (e.g. application/claim/reports), whether on paper or electronic, and which information is not otherwise public knowledge, as confidential.

11.2. Confidential information may only be disclosed to any person outside the immediate working environment of **DSBD** or the **Beneficiary** with the prior written permission of the other. Any information required by the public sector or its appointees in terms of the reporting duties of **DSBD** may be reported by **DSBD** without such consent.

11.3. Where either **DSBD** or the **Beneficiary** receives a court order or a subpoena requiring disclosure of confidential information, it must notify the other in writing within seven (7) days. Where the court order or subpoena gives shorter notice than twenty (20) days, written notice must be given as soon as is reasonably possible. The reason for the written notification is so that **DSBD** or the **Beneficiary** may seek a protective order or waive the provision of this clause in writing.

11.4. **DSBD / Beneficiary** must take reasonable care to ensure that only the exact information required by the court order or subpoena, or as is limited by a protective/other order, is disclosed.

11.5. This paragraph shall apply even after the relationship between **DSBD** and the **Beneficiary** has ceased.

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11.6. This paragraph does not apply to litigation and/or arbitration proceedings between **DSBD** and the **Beneficiary**.

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## 12. CESSION

12.1. The approval of an incentive application does not give the **Beneficiary** any right to payment. An approval merely allows the **Beneficiary** to submit a claim form in accordance with the requirements and conditions of the incentive guidelines and this schedule.

12.2. Cession of the right to submit a claim is not allowed. The possible right (*spes*) that the claim will be successful and that payment will accordingly follow may only be ceded with the prior written agreement of **DSBD** and shall be subject to such strict conditions as **DSBD** in its sole discretion will determine.

12.3. **DSBD** may refuse cession, in its sole discretion, to certain institutions.

12.4. Assignment of any of the **Beneficiary's** obligations is not allowed.

12.5. No right that the **Beneficiary** might obtain by way of the approval of an incentive may be otherwise encumbered or subjected to any form of pledge or used as the basis for any form of security or guarantee to bind the state whatsoever.

12.6. **DSBD** may cede or assign any of its rights or obligations in accordance with a decision from National Treasury, Parliament or Cabinet. This decision will include any decision that causes a policy shift within **DSBD** so that in order to align itself with the shift in policy, **DSBD** has to so cede or assign. **DSBD** will take reasonable steps to ensure that the **Beneficiary** is not unreasonably prejudiced by such assignment or cession.

## 13. GENERAL

13.1. No waiver, indulgence and/or relaxation of whatever nature of any of the provisions of the guidelines or this schedule by **DSBD** shall be valid or enforceable against **DSBD**, unless such waiver, indulgence or relaxation is in writing and is signed by **DSBD**.

13.2. The Guidelines, the completed application form (with attachments), this schedule and the claim form(s) (with attachments) are the only documents that set out the requirements and conditions applicable to the relationship between **DSBD** and the **Beneficiary** as well as the information on which the relationship is based. Amendments to the Guidelines and this schedule may be made by **DSBD** in accordance with this Schedule.

13.3. The **Beneficiary** agrees that the Laws of South Africa, excluding the law of conflicts (which determines the legal system applicable to a dispute), shall govern the relationship between **DSBD** and the **Beneficiary**.

13.5. The **Beneficiary, consultant and auditor** are required to sign this schedule where it appears in the application form and claim form in order to confirm that the **Beneficiary** has read the content hereof and knows that it forms part of the requirements of the incentive scheme and that the **beneficiary** are in compliance with same and that it is binding the **Beneficiary**.

# STAKEHOLDERS



## ATTENDANCE REGISTER

YOUTH URBAN POWER BREAKFAST AND FLEA MARKET ON 29/06/2018

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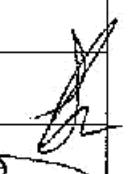
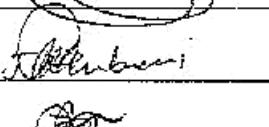
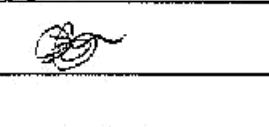
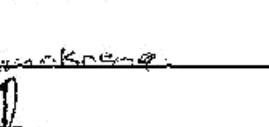


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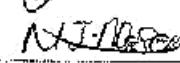
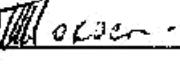


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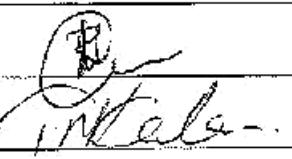
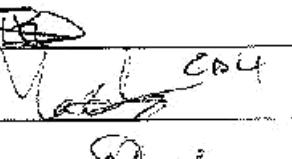
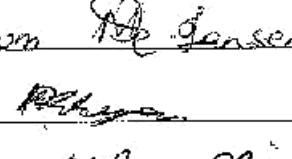
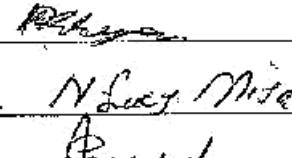
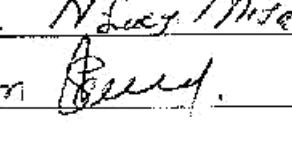
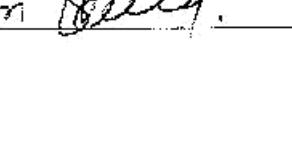


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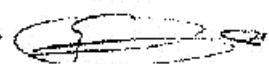
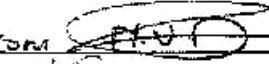
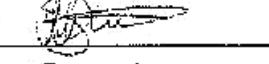
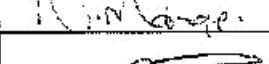
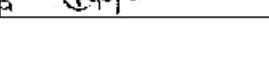


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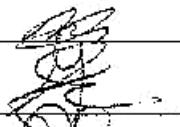
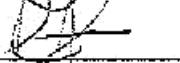
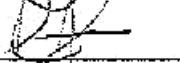
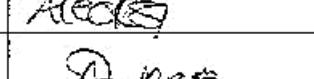
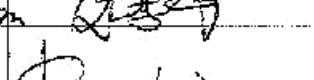
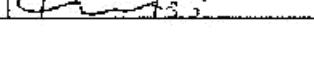


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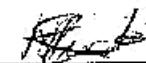
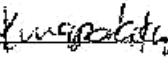
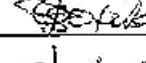
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