

USER FEES & CHARGES BY-LAWS STAKEHOLDERS ENGAGEMENT

ESIBAYENI LODGE

1 DECEMBER 2020



Q.PPT.20.003

PROGRAM FOR THE DAY

TIME	TASK	FACILITATOR
07:00 AM - 07:25 AM	Registrations & Breakfast	Treasury Department Secretary & PRO Intern
07:25 AM - 07:30 AM	Opening Remarks by Program Director	Mr. M. Zwane
07:30 AM - 07:35 AM	Welcome Remarks	Council Chairperson
07:35 AM - 08:15 AM	User Fees & Charges Presentation	Mr. T. Mabuza
08:15 AM - 08:55 AM	Discussions	Mr. E. Simelane
08:55 AM - 09:00 AM	Closing Remarks	CEO - Mr. L. Sukati



MATSAPHA
Municipality

PREAMBLE



“The Kingdom’s Investment Hub”

SECTION 55 - URBAN GOVERNMENT ACT, 1969 GENERAL DUTIES OF COUNCIL

- 8 Duties mentioned in the section
- But for the purpose of this meeting - look at the first one
 - Control, manage and administer the Municipality
 - While performing all these duties there must be "ground rules" in place.

SECTION 57 - URBAN GOVERNMENT ACT, 1969 FEES & CHARGES

- Council may charge fees for any service or facility provided by it or for any licence or permit issued by it.
- All fees shall be regulated by bye-laws except where specific provision is made in respect of any fee in this or any other law.
- The Council may also frame tariffs of charges for special facilities supplied or services or work rendered in connection with any of its powers to individual persons.

SECTION 79- PROCEDURE RELATING TO BYE-LAWS

- Publish in the Gazette and at least one newspaper a notice of its intention to make a bye-law and by such notice invite representations in writing.
- Cause a copy of such notice and of the proposed bye-law to be exhibited for a period of one month in a prominent place at or near the main entrance to the offices of the Council.
- After the expiration of one month from the date on which the copy of the proposed bye-law was first exhibited the Council shall consider any representations received and decide whether or not to proceed with making the bye-law.

SECTION 79- PROCEDURE RELATING TO BYE-LAWS

- When Council has decided to proceed it shall forward to the Minister
- (a) a copy of the proposed bye-law;
- (b) a copy of any written representations from any person who objects to the making of the bye-law together with the comments of the Council thereon, or where no representations have been received a statement to that effect signed by the Town Clerk.

SECTION 79- PROCEDURE RELATING TO BYE-LAWS

- The Minister may approve, alter or reject any proposed bye-law as he may think fit.
- Where the Minister approves, whether with or without alteration, a proposed byelaw, the Council shall make such bye-law in accordance with the terms of such approval and not otherwise.

USER FEES & CHARGES BY-LAWS PRESENTATION



MATSAPHA

Municipality

"The Kingdom's Investment Hub"

Q.PPT.20.003

BASES OF THE CHARGES

- User fees and charges fixed using ABC approach - Activity Based Costing and benchmarking with other towns.



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Municipality

ENGINEERING & TOWN PLANNING DEPARTMENT



“The Kingdom’s Investment Hub”

ENGINEERING & TOWN PLANNING DEPARTMENT					
SERVICE	CURRENT	PROPOSED			
		2020	2021	2022	2023
BUILDING					
BUILDING APPLICATION FEES (BUILDING PERMIT)					
As per fees stipulated in the Building and Housing Act (Act 34) of 1968.	100	100	110	120	135
RENEWAL OF BUILDING PERMIT PER APPLICATION					
a) Residential buildings	45	45	210	230	255
b) Commercial buildings	45	45	600	660	720
c) Industrial Buildings	45	45	750	820	900
d) Public Buildings	45	45	350	385	425
Re-Submission Fees (differed after Council)	100	100	110	120	130
Building Plans Search fee	0	25	30	35	40
Building inspection fees (six Inspections)	100	100	300	330	370
Illegal construction contravention fee	0	5000	5,500	6,000	6,500
SCRUTINY OF BUILDING APPLICATIONS PER SQUARE METRE					
a) Residential buildings	4,500	4,500	4,950	5,000	5,000
b) Commercial buildings	3,800	3,800	4,180	4,598	5,000
c) Industrial Buildings	3,800	3,800	4,180	4,598	5,000
d) Public Buildings	3,800	3,800	4,180	4,598	5,000
Occupation Certificate	0	-	300	330	370

TOWN PLANNING					
SUBDIVISION & CONSOLIDATION FEES					
Subdivision application	1500	1500	1650	1800	1900
Re-submission of an application	100	100	120	140	160
Consolidation Application fees	1500	1500	1,500	1,500	1,500
COUNCIL PLANNING APPLICATION FEE					
Copy of Matsapha Town Planning Scheme per volume - soft copy only	0	2000	2,500	3,000	3,500
Copy of a single Sheet - soft copy only	0	10	15	20	25
Special Consent application fee	800	800	880	970	1,100
Re-zoning application fee	800	800	880	970	1,100
Home office Application	800	800	880	970	1,100
Home office Permit-issue or renewal	100	100	110	120	140
Human Settlement Application	1500	1500	1,650	1,815	2,280
Miscellaneous Applications	0	0	30	40	50
ADVERTISING					
POSTER ADVERTISEMENTS					
A4 per day (weekends not charged)	8	8	10	10	10
A3 per day (weekends not charged)	8	8	10	10	10
A2 per day (weekends not charged)	8	8	10	10	10
Deposit (per application refundable on removal of posters)	0	0	200	200	200

TEMPORAL BANNERS					
Per banner per week (7 days)	170	170	170	180	190
Deposit (per application -refundable on removal of posters.)	0	0	200	200	200
NOTE:- Non profitable/Charitable organizations will pay 50% of all the above advertising fees					
Illegal Advertising Violation Fees	0	0	1,000	1,100	1,210
Use of Council Streets for Organised Marches Events	0	0	400	440	490
shall be half price for Nonprofit organisations	0				
HIRE RATES FOR COUNCIL PLANT / EQUIPMENT					
Fees per hour (Dry Rates)					
1. Bulldozer D6/ Grader (without low bed)	0	0	410	450	500
2. TLB	0	0	495	545	600
3. 5 ton truck	0	0	215	235	260
4. 7 ton truck	0	0	250	270	300
5. 10 ton truck	0	0	296	325	360
6. Plate Compactor	0	0	265	290	320
Road Marking Machine	0	0	125	140	150
11. Concrete mixer	0	0	220	240	270
handling fees will be charged on all hire plant (10%)					
Permit to make road crossing including site inspections and approvals	0	165	165	182	200
1. Competitive Rates plus admin fee depth not exceeding 1m - per m3	0	0	150	165	180
2. Competitive Rates plus admin fee, depth exceeding 1m but not 2m - per m3	0	0	150	165	180
3. Competitive Rates plus admin fee Pavement layers compacted to 98% modified AASHTO - per m3	0	0	150	165	180
4. Competitive Rates plus admin fee Asphalt surfacing 40mm thick - per m ²	0	0	450	495	545
Deposit (refundable defects and liability fees-40% of deposit).	0	0			
Blasting Inspection permit	0	0	160	170	180

BUS RANK USER FEES PER DAY					
Kombis	0	0	12.60	13.50	14.50
Midi- Buses / Sprinters	0	0	12.60	13.50	14.50
Buses	0	0	18.20	19.50	20.50
Taxis	0	0	12.60	13.50	14.50
For Hire	0	0	12.60	13.50	14.50
Permit processing fee	0	0	100.00	120.00	140.00

PARKING					
Penalty for illegal use of roads by heavy trucks (parking or route)	0	0	1,500	1,575	1,650
Contravening Parking regulations (Outside paid parking zone)	0	0	120	130	140

BUSH CLEARING OF VACANT OVERGROWN PLOTS					
The Town Council will instruct a private contractor to clear bush from an overgrown vacant property when an owner fails to maintain it to a required standard. In such cases the owner will be charged 30% in addition to the rate charged by the contractor.					
FEE PER SQUARE METRE FOR GRASS CUTTING					
In cases where Council conducts works in house	.60	.60	2.00	2.20	2.50
Fee per square meter for brush cutting and to be escalated if there is a bush	.60	.60	3.50	4.00	4.50



ENVIRONMENTAL HEALTH AND COMMUNITY HEALTH DEPARTMENT



ENVIRONMENTAL HEALTH					
SERVICE	PROPOSED				
	CURRENT	2020	2021	2022	2023
PUBLIC HEALTH					
PENALTIES FOR MISCELLANEOUS CONTRAVENTIONS					
Urinating in public	0	0	60	70	75
Unauthorized automotive repairs	0	0	200	250	300
TRADING LICENCE INSPECTION / HEALTH CLEARANCE CERTIFICATE					
Category 1					
(Small outlets e.g: Commercial Offices(management consultancy, builder & contractor micro/small, Travel agents, Advertising Agent, Driving School, Caterer, Breakdown & Cleaning Services , Micro Lending, Business Broker/Estate Agent & Employment Agent, Agent of a Firm, Private Investigator, Disinfecter, Debt Collector, Caterer, Auctioneers), Boutiques, Hairdressing salons, Groceries , Green Grocer, Beauty Parlour, Bottle Store, Billard & Snooker Table	600	600	650	700	750
Category 2					
Large outlets that deals with Perishable foodstuffs e.g: Supermarkets, Bakeries, Hotels, Restaurants, Takeaway, Cafe/keaper, Food Wholesalers, Butcheries, Eating House, Ice Cream Parlour, Fish Monger, Guesthouses, , Clubs, Wine and Malts/Bar	1100	1,100	1,200	1,300	1,400
Category 3					
Large outlets that sell non-perishable items and provide non-food related services e.g: Hardware, Wholesalers, Warehouses, Department Stores, Furniture, Large Repair Workshops, Scrap Yards, Garages, filling Stations, Stationery/Bookshops, General Dealer, laundry, Management/Financial Institution, Builder & Contractor medium/large, Cinema/Theatre, Distributor, Car Rental, Pawnbroker, Pharmacist/Chemist & Apothecary, General Clothing, Dealer in Bones and Used Second Hand Goods, Dealer in Household, Patent and Proprietary Medicine, Miller, Curio Shop, Dry Clean, Funeral Parlour, Business Machines, Dairy Farm , Carwash, Dealer in Motor Vehicle, Driller	1100	1,100	1,200	1,300	1,400
Public Toilets (per person)	.70	.70	1.00	1.5	2.00

WASTE COLLECTION

Incineration per kg	5	5	6	7	8
General Clinical waste collection (from surgeries) per month per collection	150	150	160	170	180
Residential customers					
Monthly charge per household/bin	0	0	35	40	45
Annual charge per household/bin	0	0	420	480	540
Collection of waste outside the urban area:					
Rate per kilometer of truck travelled	15	15	30	35	40
Collection of waste/bin/month (own skip)	0	0	1,000	1,100	1,210
Collection of waste/bin/month (MTC skip)	0	0	1,500	1,650	1,800
Commercial and all other types of non-residential customers					
Collection per bin/ per month	0	0	120	130	140
Collection per bin/ per annum	0	0	1,440	1,560	1,680
	0				
Special collection services					
Small domestic animal	0	0	65	70	75
Large animal (cow, horses etc.)	0	0	160	170	180
Garden waste	0	0	0	0	0
Transport of spoilt items per kg	0	1.00	1.10	1.20	1.30

Dumping at landfill

Administration Fee

Bakkie / Van	100	100	150	200	250
Mini Truck	200	200	250	300	350
Tipper Truck	400	400	450	500	550

Spoiled items condemned per kg:

MTC transport	1.00	1.00	1.50	1.50	1.50
proprietary transport	0.50	0.50	1.00	1.00	1.00
Use of weighbridge	0	100	150	200	250
Condemnation Certificate (Copy)	20	0	30	35	40

OFFICE OF THE CHIEF EXECUTIVE

Meeting hall rental per day:

Profit making organisation	1500	1,500	1,500	1,550	1,600
NGO/Government/Parastatal	500	500	750	750	800
civic centre picture taking	0	0	100	100	100

TOWN TREASURY DEPARTMENT

TREASURY DEPARTMENT					
SERVICE	CURRENT	PROPOSED			
		2020	2021	2022	2023
Rates Clearance Certificates	40	40	65	70	75
Rates Administration					
Rates Administration Fees Residential - Less than E1001	0	0	75	80	85
E1001 to E2000		0	145	156	166
E2001 to E3000		0	220	235	252
E3001 to E4000		0	293	314	336
E4001 to E5000		0	366	392	419
E5001 to E6000		0	440	470	503
OVER E6000		0	512	548	586
Rates Administration Fees Commercial - Less than E2001	0	0	145	156	166
E 2 001 to E 4 000		0	293	314	336
E 4 001 to E 6 000		0	440	470	503
E 6 001 to E 8 000		0	586	627	671
E 8 001 to E10 000		0	732	783	838
E10 001 to E12 000		0	880	942	1,008
E12 001 to E14 000		0	1,025	1,096	1,173
E14 001 to E16 000		0	1,172	1,254	1,342
E16 001 to E18 000		0	1,320	1,412	1,511
E18 001 to E20 000		0	1,465	1,568	1,678
OVER E20 000		0	1,612	1,725	1,846
Copies of valuation roll					
Copy of a single A 4 Sheet	2	2	13	13	14
Entire roll - soft/hard copy	300	300	2,000	2,500	3,000
Handling fees					
10 % handling fee for processing a refund for a customer who no longer requires a service that has already been paid for in order to defray bank charges.					
Photocopying fee - per sheet	0	0	10	20	30
Search fee (For lost receipt) per receipt	0	0	10	20	30
Rates statement	0	0	10	20	30



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DISCUSSIONS

