MINUTES OF A SPECIAL MEETING OF THE SDF DEVELOPMENT WORKING COMMITTEE HELD IN THE COUNCIL CHAMBERS, TOWN HALL, PLEIN STREET, STELLENBOSCH ON THURSDAY, 1993-09-23 AT 19:30

PRESENT:

Facilitators : V Honey (Chairperson)
Stellenbosch Municipality : J Cawood
SW Oliphant
GM Strydom (Adviser)
L de Villiers (Adviser)
DJ Hattingh (Adviser)
CTB Davy (Secretary)
SANCO/ANC : CM Ntsomboti
MM Ngcofe
Stellenbosch Chamber of Business : L Silberbauer
C Withington
Rotary Club of Stellenbosch : JC Dawe
SHAC : P Louw
HC de Klerk

OBSERVERS:

Stellenbosch Municipality : EPS Taljaard
SANCO/ANC : A Cungwa
M Stokwe (me)
N Yanta (me)
D Hani (me)

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1. LEAVE OF ABSENCE

1. RESOLVED

that leave of absence be granted to SP Kruger (Stellenbosch Chamber of Business),
MC Carinus and WJ Bekker (Stellenbosch Sakekamer), S Adams (Facilitator), JE
Delport (Town Engineer) and JP Retief (Town Secretary).

2. PROVISION OF AND PAYMENT FOR SERVICES : KAYA MANDI

The minutes of an Ad Hoc Committee meeting held on 1993-09-09 regarding the
abovementioned matter, are attached as PAGES 3 - 5.

FOR CONSIDERATION.
MINUTES OF SPECIAL MEETING
SDF DEVELOPMENT WORKING COMMITTEE

2. AGREED

(a) that it be noted that due to various reasons the Special DWC meeting scheduled for 1993-09-16 had to be re-scheduled;

(b) that the matters agreed upon be accepted by the SDF;

(c) that due to the re-scheduling of the Special DWC meeting, it was not possible to arrange a Special SDF before the end of the month and therefore the SDF is requested to condone the implementation date of 1993-10-01 (item 2(d));

(d) that it be noted that the SANCO/ANC alliance supports the implementation date of 1993-10-01 and the issuing of invoices for services rendered at the end of October 1993;

(e) that the question of in whose name accounts must be issued and the appointment of an Administrator for Kaya Mandi be addressed by the CWC at a special meeting to be held on Monday, 1993-09-27 at 18:30 (before the Steering Committee meeting scheduled for 19:30) so that the matter can be resolved at the SDF on 1993-10-07;

(f) that it be noted that the SANCO/ANC alliance will be prepared to ask the community to suspend the occupying of the offices of the Kaya Mandi Town Council if it is needed for the payment of accounts;

(g) that the arrears as mentioned in item 2(f)(ii) be addressed at a later stage by the same Ad Hoc Committee (comprising of 1 member of all interested participating organisations) that addressed the provision of services and that the policy on the payment of arrears presently being drafted by the National Housing Forum also be taken into account by the said Ad Hoc Committee;

(h) that the document on the proposed clean-up campaign in Kaya Mandi, tabled as PAGE 10, be accepted with the following proviso:

(i) that a further paragraph be added to the document indicating that the commitment to clean up Kaya Mandi is endorsed by the SDF;

(ii) that the document not be signed by individuals but that all the present participating organisations be named in the document; and

(iii) that the Chairperson make a press statement accordingly and that the document be further circulated amongst the community of Kaya Mandi.

The meeting adjourned at 21:45.

CONFIRMED.

CHAIRPERSON

dwc23/93/cr
MINUTES OF A MEETING OF THE SDF AD HOC COMMITTEE (SUPPLY OF- AND PAYMENT FOR SERVICES: KAYA MANDI) HELD IN THE COUNCIL CHAMBERS, TOWN HALL COMPLEX, PLEIN STREET, STELLENBOSCH ON THURSDAY, 1993-09-09 AT 19:30

PRESENT:
Facilitator : V Honey (Chairperson)
Joint Town Council/Management Committee : J Cawood
                                             : JP Retief (Adviser)
                                             : JE Delport (Adviser)
                                             : L de Villiers (Adviser)
                                             : CTB Davy (Secretary)
SANCO/ANC : MM Ngcofe
Stellenbosch Ratepayers Ass. : PG van Breda
Kaya Mandi Development Forum : T Myataza
Stellenbosch Sakekamer : WJ Bekker
OBSERVERS:
Joint Town Council/Management Committee : EPS Taljaard
                                             : DJ Hattingh

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1. LEAVE OF ABSENCE

1. RESOLVED

that leave of absence be granted to MC Carinus, J Dawe, SP Kruger and L Silberbauer.

2. PAYMENT FOR SERVICES: KAYA MANDI

At the Special meeting of the SDF held on 1993-08-26 it was agreed that a special Ad Hoc Committee (comprising of 1 member of all interested participating organisations) be held in the Council Chambers on 1993-09-09 (at 19:30), to formulate a report regarding the matter of payment for services, which report should be placed on the agenda of the next SDF Development Working Committee meeting on 1993-09-16, when the matter must be finalised for recommendation to the next meeting of the SDF.

FOR CONSIDERATION.

2. Guidelines prepared by officials of the Joint Town Council/Management Committee on the provision of payment for services to Kaya Mandi was tabled as PAGES 6 - 9.
AGREED

(a) that the guidelines be accepted in principle for submission to the special meeting of the DWC to be held on 1993-09-16;

(b) that the guidelines be forwarded to Kaya Mandi Community Based Organisations concerned, for discussion with its constituents and report-back to the Special DWC meeting on 1993-09-16. (The Chairperson, V Honey, also undertakes to liaise with the various organisations concerned);

(c) that the following basic principles as reflected in the guidelines be taken up by the Kaya Mandi Community Based Organisations with their constituents:

- all users of services must pay
- conventional houses to pay the same as Stellenbosch but should be phased-in
- informal areas - principle of affordability/sliding-scale tariffs be introduced
- consultation with the community must take place through structures to be agreed upon, i.e. "zone/area committee";

(d) that with reference to Item C.14 in the guidelines, a special meeting of the SDF be held before the end of the month in order that a start can be made on 1993-10-01 with the formal areas (houses) and hostels while the informal areas will still be sorted out with the community and implemented per zone/area from date of rendering of services to each particular zone/area;

(e) that arrear payment for bulk services supplied to Kaya Mandi stand over for the time being;

(f) that the following aspects also be noted:
   (i) all users of services must be identified;
   (ii) the arrears are at present R1,7 million and runs up at approximately R75 000,00 per month;
   (iii) present staff of Kaya Mandi Municipality will be trained to read meters;
   (iv) the zone/area committee in the informal zones/areas will, in consultation with the community, determine who must be provided with electricity;
   (v) there may be approximately 4 zone/area committees who will be accountable to the community;
   (vi) the utilisation of local labour in the provision of services; and
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SDF AD HOC COMMITTEE : 1993-09-09

(vii) the necessity for a commitment by the Community Based Organisations for the payment of services at the Special DWC meeting on 1993-09-16.

The meeting adjourned at 21:20.

CONFIRMED.

CHAIRPERSON

ah09i93/cr
KAYA MANDI: PROVISION OF- AND PAYMENT FOR SERVICES

A. GENERAL
1. Methods must be as simple as possible.
2. The community must be involved.
3. Methods must be reconcilable with the "culture and customs" of the community.
4. Everyone must pay for services.
5. Consideration for application of differentiated (sliding-scale) tariffs.
6. Costs of services must as far as possible be recovered.

B. METHODS
1. Conventional housing and businesses:
   1.1 Phasing-in of tariffs will be necessary
   1.2 Tariffs must eventually be equal to Stellenbosch
   1.3 Monthly reading of metered services (or prepaid system)
   1.4 Monthly accounts as in Stellenbosch
   1.5 All services the same as in Stellenbosch
   1.6 A service agreement with each individual
   1.7 Property valuation and property taxation must be implemented

2. Informal areas:
   2.1 Different areas/zones must be identified
   2.2 Every shack/unit must be numbered in each zone/area
   2.3 The community may appoint a "zone/area committee" for their own zone/area and said zone/area committee may be compensated on a sliding-scale or percentage of the money received for payment of services in their specific zone.
2.4 Electricity supplied to individuals by means of prepaid meters

2.5 In consultation with the zone/area committee for the relevant zone/area, the following services can be provided at strategically placed positions:

(a) water taps
(b) sewage/toilets
(c) washing facilities

2.6 Refuse removal - refuse bags (filled) to be placed at a central point (or two) in each zone/area for collection by the refuse removal trucks (once a week)

2.7 A labourer will be appointed for each zone/area who must reside in the relevant area (in collaboration with the zone committee) to perform the following duties:

(a) collect all refuse bags and deposit it on a weekly basis at the collection points;
(b) care for all the toilets and washing facilities.

This labourer may receive a fixed basic wage plus an additional payment per refuse bag collected or may be appointed on a contractual basis.

2.8 One water meter for each zone/area will be read every month in order to control wastage (standard usage can be determined by multiplying the number of units with the approximate consumption of ± 10 kl per unit). In the case of wastage the matter can be taken up with the zone/area committee for a solution.

2.9 One pre-determined fixed amount must be determined annually for water, refuse, sewage, fire services and property rates.

2.10 The pre-determined fixed amount will be payable by every unit each month.

2.11 The pre-determined fixed amount will be determined annually in consultation with the zone/area committee.

2.12 The same pre-determined fixed amount for all zones/areas will be preferable but it may vary from area to area where a higher grade of services is requested by the zone/area committee.
8.

2.13 No accounts will be furnished.

2.14 Each unit gets an identification card (type of credit card) to be used to pay the already determined fixed amount each month at a place to be determined.

2.15 The computer will record who has paid and will identify who has not paid.

2.16 The list of arrears will each month be taken up with the zone/area committee for a solution.

2.17 The community must sort out the arrears amongst themselves and credit control will be applied by Stellenbosch Municipality for the zone/area in total.

3. Hostels:

3.1 Identify hostels or parts that can function as a zone/area.

3.2 Give each bed within a hostel zone a number.

3.3 Appoint a "hostel zone/area committee".

3.4 Water and electricity will be metered in bulk for the whole hostel zone/area to collect consumer statistics.

3.5 Refuse removal on weekly basis from a central point in refuse bags will be done by refuse removal trucks.

3.6 A person who lives in the "hostel zone/area" will be appointed to care for the hostel, eg put out refuse bags, cleaning toilets, etc.

3.7 The person as in 3.6 will be remunerated on a contractual basis.

3.8 The hostel zone/area committee must take care that water and electricity is not wasted.

3.9 A fixed amount per bed will be determined in conjunction with the hostel zone/area committee, which must be paid monthly by each resident for all available services as well as for accommodation.

3.10 No accounts are submitted and each person pays monthly.

3.11 The computer will record who has paid and identify who has not paid. A list will be forwarded on a monthly basis to the hostel zone/area committee for a solution.
3.12 The fixed amount will hold good for 12 months.

3.13 The fixed amount will be determined each year in collaboration with the hostel zone/area committee by taking into account the costs of electricity and water usage the previous year.

C. CORE ASPECTS

1. Methods must be reconcilable with the needs of the community, as well as sound financial administration.

2. Principle of everyone pays for services, phasing-in of tariffs as well as sliding-scale tariffs.

3. Conventional housing - same as in Stellenbosch.

4. Establishment of zone/area committees for each zone/area.

5. Numbering of each housing unit.

6. Prepaid electricity system.

7. Water and sewage (toilets) - strategically placed - in consultation with community.

8. Water - mass metering - control over wasting.


10. Pre-determined fixed amount for all services in informal areas except electricity.

11. No accounts issued - each person pays monthly at pay point.

12. Zone/area committee controls:
   - wastage of water
   - illegal electricity connections
   - residents who do not pay
   - care of toilets and washing facilities
   - collecting of refuse bags

13. Pay point to be determined.

14. Date of implementation.
The present conditions regarding management of resources, and in particular the piling up of refuse in Kaya Mandi, is unacceptable and must be addressed.

Because of our commitment towards the well being of the community of Kaya Mandi, the following actions have been decided upon to help to enhance the quality of life in Kaya Mandi:

1. The personnel and resources of Kaya Mandi Town Council will be put under the line management of the departmental heads of Stellenbosch Municipality from 1993-10-01 to create proper management systems.

2. A clean-up campaign in Kaya Mandi will be launched on and from 1993-10-01.

3. We hereby make an appeal to all residents in Kaya Mandi to support this venture and pledge our support to the execution of the planned campaign as well as further actions to enhance quality of life in Kaya Mandi.

*SIGNED:*