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STELLENBOSCH MUNICIPALITY

SPECIAL MEETING OF SDF DEVELOPMENT WORKING COMMITTEE (DWC) :
THURSDAY, 1993-09-16

Notice is hereby given of the above meeting to be held in the Council Chambers, Town Hall Complex, Plein Street, Stellenbosch on Thursday, 1993-09-16 at 19:30 to consider the matters on the agenda below.

GM STRYDOM
CHIEF EXECUTIVE/TOWN CLERK

1993-09-10

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A G E N D A

1. LEAVE OF ABSENCE 
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 ANNEXURE A.

FOR CONSIDERATION.

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 SUPPLEMENT 1.

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

- (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 pre-paid 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.

- 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.
9. Refuse - refuse-black bags - one central collection point.
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.