



**MTUBATUBA**

**LOCAL MUNICIPALITY**

**PROPERTY RATES POLICY**

**2015/2016**

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## **PREAMBLE**

Whereas:

The Council of the Mtubatuba Municipality has resolved to levy rates on the market value of all rateable properties in its area of jurisdiction as reflected in its valuation rolls compiled in terms of the Municipal Property Rates Act No 6 of 2004 in order to provide a source of revenue to perform its allocated functions;

The Municipality may impose rates on property in terms of section 229 of the Constitution of the Republic of South Africa 1996, Section 2(1) of the Municipal Property Rates Act (No. 6 of 2004) and in doing so must exercise the power to levy rates. Section 2(3) requires a municipality to develop a property rates policy in terms of which rates are going to be collected. This is confirmed in terms of Section 62 (1) (f) (ii) of the Municipal Finance Management Act (56 of 2003) which requires the municipal manager to ensure that the municipality has and implements a property rates policy.

The Municipality must in terms of section 3 of the Act formally adopt a property rates policy consistent with the Municipal Property Rates Act, 2004 (Act No. 6 of 2004).

Revenue raised from property rates will be used by the Municipality to perform its functions in accordance with its Constitutional obligations which include the rendering of municipal services, promote social and economic development, promote a safe and healthy environment and encourage the involvement of communities and community organisations in the matters of local government.

## **PART 1            DEFINITIONS**

Any words and phrases referred to in this policy shall have the same meaning and interpretation assigned in terms of the Municipal Property Rates Act 6 of 2004 ("the Act") and for this purpose lists hereunder the definitions used in the Act unless otherwise stated.

In this Property Rates Policy, unless the context indicates otherwise:-

**"Act"** Means the Local Government: Municipal Property Rates Act (Act 6 Of 2004)

**"Actual use"**, the actual use of a property at the time of valuation and does not legalise the illegal use of a property in terms of the Municipality's Town Planning Scheme.

**"agent"**, in relation to the owner of a property, means a person appointed by the owner of the property:-

- (a) to receive rental or other payments in respect of the property on behalf of the owner; or
- (b) to make payments in respect of the property on behalf of the owner;

**"agricultural property"** means property that is used primarily for agricultural purposes but, without derogating from section 9 of the Act, excludes any portion thereof that is used commercially for the hospitality of guests, and excludes the use of the property for the purpose of eco-tourism or for the trading in or hunting of game;

**"annually"** means once every financial year;

**"appeal board"** means a valuation appeal board established in terms of section 56;

**"asset threshold"** Means the total market value of the property owned by a person;

**"assistant municipal valuer"** means a person designated as an assistant municipal valuer in terms of section 35 (1) or (2);

**"category"**—

- (a) in relation to property, means a category of properties determined in terms of section 8; and
- (b) in relation to owners of properties, means a category of owners of properties determined in terms of section 15 (2);

**“child headed household”** Means a household recognised as such in terms of section 137 of the Children’s Amendment Act (Act 41 of 2007)

**“commercial, business and industrial properties”** means properties covered in section 8(2) namely industrial properties, business and commercial properties, farm properties used for other businesses and commercial purposes, including small holdings used for business and commercial purposes and those used for industrial purposes, grain co-ops and grain silos, cell phone towers, “mining property”, petrol filling stations, post offices, racetracks, shopping centres,

**“communal property”** means a single cadastral holding inside or outside of a township used for communal purposes, irrespective of the registered owner. This includes land owned by the State in trust for persons communally inhabiting the land in terms of traditional system of land tenure, land over which land tenure rights are registered or granted land which is earmarked for disposal in terms of the Restitution of Land Rights Act, 1994 or property which is used communally. Communal property must have more than a specified number of residents/non residential top structures, for it to be considered communal by use. Such land includes State Trust Land and property belonging to the Ingonyama Trust Board.

**“data-collector”** means a person designated as a data-collector in terms of section 36;

**“date of valuation”** means the date determined by a municipality in terms of section 31 (1);

**“day”** means when any number of days are prescribed for the performance of any act, those days must be reckoned by excluding the first and including the last day, unless the last day falls on a Saturday, Sunday or any public holiday, in which case the number of days must be reckoned by excluding the first day and also any such Saturday, Sunday or public holiday;

**“disabled”** Means a person who qualifies to receive relief in terms of the Social Services Act (Act 59 of 1992) or has been certified as disabled by a medical practitioner;

**“disaster”** Means a disaster within the meaning of the Disaster Management Act (Act 57 of 2002); or any other serious adverse social or economic condition

**“district municipality”** means a municipality that has municipal executive and legislative authority in respect of its allocated functions in an area that includes more than one municipality, and which is described in section 155 (1) of the Constitution as a category C municipality;

**“dominant use”** means that a property is predominantly used for a specific use in terms of its measured building area. The dominant use of a property is determined by the Municipal Valuer.

**“Ecotourism property”** means a property used by tourism related institutions that combine conservation of the natural environment with the promotion of the economic welfare of the community and the stimulation of tourism in the municipal area

**“effective date”**:-

- (a) in relation to a valuation roll, means the date on which the valuation roll takes effect in terms of section 32 (1); or
- (b) in relation to a supplementary valuation roll, means the date on which a supplementary valuation roll takes effect in terms of section 78 (2) (b);

**“exclusion”**, in relation to a municipality's rating power, means a restriction of that power as provided for in section 17;

**“exemption”**, in relation to the payment of a rate, means an exemption granted by a municipality in terms of section 15;

**“financial year”** means the period starting from 1 July in a year to 30 June the next year;

**“hospitality industry property”** means a property used for undertakings that are promoting tourism through accommodation which is offered like B&B's and guest houses with less than six bedrooms;

**“Income Tax Act”** means the Income Tax Act, 1962 (Act No. 58 of 1962);

**“indigent owner” means** an owner of property who is in permanent occupation of the property and qualifies for indigent relief in terms of the municipality's indigent support policy;

**“land reform beneficiary”**, in relation to a property, means a person who:-

- (a) acquired the property through:-
  - (i) the Provision of Land and Assistance Act, 1993 (Act No. 126 of 1993); or
  - (ii) the Restitution of Land Rights Act, 1994 (Act No. 22 of 1994);
- (b) holds the property subject to the Communal Property Associations Act, 1996 (Act No. 28 of 1996); or
- (c) holds or acquires the property in terms of such other land tenure reform legislation as may pursuant to section 25 (6) and (7) of the Constitution be enacted after this Act has taken effect;

**"land tenure right"** means a land tenure right as defined in section 1 of the Upgrading of Land Tenure Rights Act, 1991 (Act No. 112 of 1991);

**"local community"**, in relation to a municipality—

- (a) means that body of persons comprising—
  - (i) the residents of the municipality;
  - (ii) the ratepayers of the municipality;
  - (iii) any civic organizations and non-governmental, private sector or labour organizations or bodies which are involved in local affairs within the municipality; and
  - (iv) visitors and other people residing outside the municipality who, because of their presence in the municipality, make use of services or facilities provided by the municipality; and
- (b) includes, more specifically, the poor and other disadvantaged sections of such body of persons;

**"local municipality"** means a municipality that shares municipal executive and legislative authority in its area with a district municipality within whose area it falls, and which is described in section 155 (1) of the Constitution as a category B municipality;

**"market value"**, in relation to a property, means the value of the property determined in accordance with section 46 of the Act;

**"MEC for local government"** means the member of the Executive Council of a province who is responsible for local government in that province;

**"mining property"** means a property used for mining operations as defined in the Mineral and Petroleum Resources Development Act, 2002 (Act No. 28 of 2002);

**"Minister"** means the Cabinet member responsible for local government;

**"multiple purposes"**, in relation to a property, means the use of a property for more than one purpose, subject to section 9 of the Act;

**"municipal council" or "council"** means a municipal council referred to in section 18 of the Municipal Structures Act;

**"Municipal Finance Management Act"** means the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003);

**"municipal manager"** means a person appointed in terms of section 82 of the Municipal Structures Act;

**“Municipal Structures Act”** means the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998);

**“Municipal Systems Act”** means the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000);

**“Municipal valuer” or “valuer of a municipality”** means a person designated as a municipal valuer in terms of section 33 (1);

**“newly rateable property”** means any rateable property on which property rates were not levied before the end of the financial year preceding the date on which this Act took effect, excluding—

- (a) a property which was incorrectly omitted from a valuation roll and for that reason was not rated before that date; and
- (b) a property identified by the Minister by notice in the Gazette where the phasing-in of a rate is not justified following on a consultative process with the owner of the property;

**“Non-profit organizations”** means any organization which is registered in terms of the Non-profit Organizations Act. and / or registered as a section 21 company in terms of the Companies Act.

**“occupier”**, in relation to a property, means a person in actual occupation of a property, whether or not that person has a right to occupy the property;

**“office bearer”**, in relation to places of public worship, means the primary person who officiates at services at that place of worship;

**“official residence”**, in relation to places of public worship, means-

- (a) a portion of the property used for residential purposes; or
- (b) one residential property, if the residential property is not located on the same property as the place of public worship, registered in the name of a religious community or registered in the name of a trust established for the sole benefit of a religious community and used as a place of residence for the office bearer;

**“organ of state”** means an organ of state as defined in section 239 of the Constitution;

**“owner”**—

- (a) in relation to a property referred to in paragraph (a) of the definition of “property”, means a person in whose name ownership of the property is registered, either in the form of a title deed, long term lease agreement or deed of grant

- (b) in relation to a right referred to in paragraph (b) of the definition of "property", means a person in whose name the right is registered;
- (bA) in relation to a time sharing interest contemplated in the Property Time-sharing Control Act, 1983 (Act No. 75 of 1983), means the management association contemplated in the regulations made in terms of section 12 of the Property Time-sharing Control Act, 1983, and published in Government Notice R327 of 24 February 1984;
- (bB) in relation to a share in a share block company, the share block company as defined in the Share Blocks Control Act, 1980 (Act No. 59 of 1980);
- (bC) in relation to buildings, other immovable structures and infrastructure referred to in section 17(1)(f), means the holder of the mining right or the mining permit;
- (c) in relation to a land tenure right referred to in paragraph (c) of the definition of "property", means a person in whose name the right is registered or to whom it was granted in terms of legislation; or
- (d) in relation to public service infrastructure referred to in paragraph (d) of the definition of "property", means the organ of state which owns or controls that public service infrastructure as envisaged in the definition of "publicly controlled", provided that a person mentioned below may for the purposes of this Act be regarded by a municipality as the owner of a property in the following cases:
- (i) A trustee, in the case of a property in a trust excluding state trust land;
  - (ii) an executor or administrator, in the case of a property in a deceased estate;
  - (iii) a trustee or liquidator, in the case of a property in an insolvent estate or in liquidation;
  - (iv) a judicial manager, in the case of a property in the estate of a person under judicial management;
  - (v) a curator, in the case of a property in the estate of a person under curatorship;
  - (vi) a person in whose name a usufruct or other personal servitude is registered, in the case of a property that is subject to a usufruct or other personal servitude;

- (vii) a lessee, in the case of a property that is registered in the name of a municipality and is leased by it;
- (viiA) a lessee, in the case of property to which a land tenure right applies and which is leased by the holder of such right; or
- (viii) a buyer, in the case of a property that was sold by a municipality and of which possession was given to the buyer pending registration of ownership in the name of the buyer;

**“Owners of property in an area affected by a disaster”** means owners of property situated within an area affected by:

- (a) a disaster within the meaning of the **Disaster Management Act 57 of 2002**;
- (b) any other serious adverse social or economic conditions;

**“Pensioner”** means

- a) a person in receipt of a social pension; and /or
- b) a person over the age of 60 years; or a person who has retired prematurely from employment due to medical reasons. or complies with criteria outlined in this policy
- c) **“permitted use”**, in relation to a property, means the limited purposes for which the property may be used in terms of—
  - (a) any restrictions imposed by
    - (i) a condition of title;
    - (ii) a provision of a town planning or land use management scheme; or
    - (iii) any legislation applicable to any specific property or properties; or
  - (b) any alleviation of any such restrictions;

**“person”** includes an organ of state;

**“prescribe”** means prescribe by regulation in terms of section 83;

**“place of public worship”** means property used primarily for the purposes of congregation, excluding a structure that is primarily used for educational instruction in which secular or religious education is the primary instructive medium: Provided that the property is—

- (a) registered in the name of the religious community;
- (b) registered in the name of a trust established for the sole benefit of a religious community; or
- (c) subject to a land tenure right;

**“property”** means-

- (a) immovable property registered in the name of a person, including, in the case of a sectional title scheme, a sectional title unit registered in the name of a person/legal entity;
- (b) a right registered against immovable property in the name of a person, excluding a mortgage bond registered against the property;
- (c) a land tenure right registered in the name of a person or granted to a person in terms of legislation; or
- (d) public service infrastructure;

**“property register”** means a register of properties referred to in section 23;

**“protected area”** means an area that is or has to be listed in the register referred to in section 10 of the Protected Areas Act;

**“Protected Areas Act”** means the National Environmental Management: Protected Areas Act, 2003;

**“publicly controlled”** means owned by or otherwise under the control of an organ of state, including:-

- (a) a public entity listed in the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) a municipality; or
- (c) a municipal entity as defined in the Municipal Systems Act;

**“public benefit organization property”** means property owned by public benefit organization and used for any “specified public benefit activity” listed in in item 1 (welfare and humanitarian), item 2 (health care) and item 4 (education and development) of Part 1 of the Ninth Schedule to the Income Tax Act;

**“public service infrastructure”** means publicly controlled infrastructure of the following kinds:

- (a) national, provincial or other public roads on which goods, services or labour move across a municipal boundary;
- (b) water or sewer pipes, ducts or other conduits, dams, water supply reservoirs, water treatment plants or water pumps forming part of a water or sewer scheme serving the public;
- (c) power stations, power substations or power lines forming part of an electricity scheme serving the public;
- (d) gas or liquid fuel plants or refineries or pipelines for gas or liquid fuels, forming part of a scheme for transporting such fuels;
- (e) railway lines forming part of a national railway system;

- (f) communication towers, masts, exchanges or lines forming part of a communications system serving the public;
- (g) runways, aprons and the air traffic control unit at national or provincial airports, including the vacant land known as the obstacle free zone surrounding these, which must be vacant for air navigation purposes;
- (h) breakwaters, sea walls, channels, basins, quay walls, jetties, roads, railway or infrastructure used for the provision of water, lights, power, sewerage or similar services of ports, or navigational aids comprising lighthouses, radio navigational aids, buoys, beacons or any other device or system used to assist the safe and efficient navigation of vessels;
- (i) any other publicly controlled infrastructure as may be prescribed; or
- (j) a right registered against immovable property in connection with infrastructure mentioned in paragraphs (a) to (i);

**"public service purposes"**, in relation to the use of a property, means property owned and used by an organ of state as—

- (a) hospitals or clinics;
- (b) schools, pre-schools, early childhood development centres or further education and training colleges;
- (c) national and provincial libraries and archives;
- (d) police stations;
- (e) correctional facilities; or
- (f) courts of law,

but excludes property contemplated in the definition of "public service infrastructure";

**"rate"** means a municipal rate on property envisaged in section 229 (1) (a) of the Constitution;

**"ratio"**, in relation to section 19, means the relationship between the cent amount in the Rand applicable to residential properties and different categories of non-residential properties: Provided that the two relevant cent amounts in the Rand are inclusive of any relief measures that amount to rebates of a general application to all properties within a property category;

**"rateable property"** means property on which a municipality may in terms of section 2 levy a rate, excluding property fully excluded from the levying of rates in terms of section 17;

**“rebate”**, in relation to a rate payable on a property, means a discount granted in terms of section 15 on the amount of the rate payable on the property;

**“reduction”**, in relation to a rate payable on a property, means the lowering in terms of section 15 of the amount for which the property was valued and the rating of the property at that lower amount;

**“register”**—

a) means to record in a register in terms of—

- (i) the Deeds Registries Act, 1937 (Act No. 47 of 1937); or
- (ii) the Mining Titles Registration Act, 1967 (Act No. 16 of 1967); and

b) includes any other formal act in terms of any other legislation to record—

- (i) a right to use land for or in connection with mining purposes; or
- (ii) a land tenure right;

**“residential property”** means a property included in a valuation roll in terms of section 48 (2) (b) in respect of which the primary use or permitted use is for residential purposes without derogating from section 9 of the Act. Residential may include property which the dominant use is residential based upon the measured building area and uses included are residential, sectional title, non-sectional title apartments, hostels, barracks, old age homes and retirement villages.

**“retiree”** means a person who has retired from employment in terms of that person's employment conditions and circumstances.

**“Sectional Titles Act”** means the Sectional Titles Act, 1986 (Act No. 95 of 1986);

**“sectional title scheme”** means a scheme defined in section 1 of the Sectional Titles Act;

**“sectional title unit”** means a unit defined in section 1 of the Sectional Titles Act;

**“specified public benefit activity”** means an activity listed in item 1 (welfare and humanitarian), item 2 (health care) and item 4 (education and development) of Part 1 of the Ninth Schedule to the Income Tax Act;

**“temporarily without income”** means;

(a) in the case of an employee:—

- (i) the period for which the person is entitled to benefits in terms of the Unemployment Insurance Act; or
- (ii) 90 days whichever is the longer; or

(b) in any other case, a period of 90 days determined from the date of application by that person for relief in terms of this policy;

(c) The application should include an affidavit stating the situation of

the applicant

- (d) The municipality will decide on the merit of each application.
- (a) In this Act, a word or expression derived from a word or expression defined in subsection (1) has a corresponding meaning unless the context indicates that another meaning is intended.

**“this Act”** includes regulations made in terms of section 83.

**“threshold value”** with reference to impermissible rates in section 17 (1) (h) of the Act, a municipality may not levy rates on the first R15 000 of the market value of a property with a category residential. The council may increase this value to a higher market value during its rates policy review and annual budget approval process. This increase value is referred to as the “threshold value”

## **PART 2            FUNDAMENTAL PRINCIPLES OF THIS POLICY**

The principles of the policy are to ensure that:-

- 2.1 the power of the municipality to impose rates on property will not be exercised in a way that materially and unreasonably prejudices national economic policies, economic activities or the national mobility of goods services, capital or labour in terms of Section 229 of the Constitution of the Republic of South Africa;
- 2.2 all ratepayers, in a specific category of properties, as determined by council from time to time, will be treated equitably;
- 2.3 property rates will be assessed on the market value of all rateable properties as contained in the valuation rolls of the municipality for the purpose of generating revenue for the municipality to perform its functions;
- 2.4 the rates income generated by the municipality will take into account relief measures;
- 2.5 this Policy will be developed in consultation with the community and in compliance with a process of community participation in terms of Chapter 4 of the Municipal Systems Act.

## **PART 3            THE PURPOSE OF THIS POLICY**

The purpose of this policy is to:

- 3.1 comply with the provisions of section 3 of the Municipal Property Rates Act,

2004 (Act No. 6 of 2004);

- 3.2 give effect to the principles outlined above;
- 3.3 determine the methodology and to prescribe procedures for the implementation of the Act;
- 3.4 determine criteria to be applied for the levying of differential rates for different categories of properties;
- 3.5 determine criteria for the determination of categories of properties and categories of owners;
- 3.6 determine criteria to be applied for granting exemptions, rebates and reductions;
- 3.7 determine measures to promote local economic and social development.

#### **PART 4 IMPLEMENTATION OF THIS POLICY AND EFFECTIVE DATE**

- 4.1 This policy takes effect from beginning of the municipal financial year being the effective date of the new valuation roll prepared by the municipality in terms of the Municipal Property Rates Act, 2004 (Act No. 6 of 2004) and will accompany the municipality's budget for the financial year 2015/2016;
- 4.2 The Rates Policy will be reviewed annually;
- 4.3 The Municipality will adopt by-laws to give effect to the implementation of its Property Rates Policy and such by-laws must be read in conjunction with this policy;
- 4.4 The by-laws adopted in terms of Item 4.3 will be reviewed annually, and if necessary, be amended by the Municipal Council, in conjunction and in accordance with its Property Rates Policy; and
- 4.5 The adoption of By-laws will be in accordance with the provisions of the Municipal Systems Act.

#### **PART 5 EQUITABLE TREATMENT OF RATEPAYERS**

- 5.1 This municipality is committed to treating all ratepayers on an equitable basis. "Equitable" does not necessarily mean "equal" treatment of ratepayers.
- 5.2 The circumstances of each category of owner or category of property will be considered in a fair manner and within the limitations set out in the Act.
- 5.3 The Municipality may adopt measures to ensure equitable and fair treatment

of ratepayers.

- 5.4 Any differentiation in levying rates on the different categories of properties and owners will not constitute unfair discrimination.

**PART 6 DIFFERENTIAL RATING**

Differential rating is the levying of different rates for different categories of properties. The Municipality has resolved to levy differential tariffs for different categories of rateable properties.

It terms of section 8 of the Act the Municipality has resolved to allocate a property to a category of property based on the "use of the property".

**PART 7 PROPERTIES USED FOR MULTIPLE PURPOSES**

In the case of a property used for "multiple purposes", a property will be assigned to a category corresponding to the "dominant use" of the property, as defined in PART 1 of the policy.

Add both options: ie multiple purpose and dominant use+++

**PART 8 CATEGORIES OF RATEABLE PROPERTY**

- 8.1 For the purpose of the Act and in terms of this Part, the following categories of properties will be used.

++ MUNIC TO RE-ALIGN WITH TARIFFS/GV ROLL ++

| <b>Category</b>                    |
|------------------------------------|
| Agricultural property              |
| Business and commercial properties |

|                                      |
|--------------------------------------|
| Ecotourism Property                  |
| Hospitality Industry Property        |
| Public Service Purposes              |
| Municipal properties                 |
| Place of Public Worship              |
| Public Service Infrastructure        |
| Residential Properties               |
| Rural Communal property              |
| Public Benefit Organisation Property |
| Properties used for multipurpose     |
| Specialized 'non market' Properties  |
|                                      |

- 8.2 The Municipality will not levy different rates on residential properties except as provided for in sections 11 and 21 of the Act;
- 8.3 The municipality will comply with the prescribed ratio in ratings between residential, agriculture, Public Service Infrastructure and Public Benefit Organisation Property determined in terms of section 11 of the Act;
- 8.4 The municipality will not levy rates on properties which are stated as Impermissible rates in section 17 of the Act;
- 8.5 Differential rating amongst the categories of properties will be by way of determining different cent amounts in the Rand for each category of property.

## **PART 9 RELIEF MEASURES**

- 9.1 The municipality has considered:
- 9.1.1 the need to grant relief to certain property owners (including the poor) with a view to providing for appropriate measures to alleviate the impact of the rates burden on them;
- 9.1.2 as well as certain categories of properties and certain usages of properties.
- 9.1.3 Relief will only be granted to those who meet the requirements as set out below.

9.2 The municipality will not grant relief in respect of the payment of rates other than by way of an exemption from the payment of rates a rebate on rates payable or a reduction in the value of the property for rating purposes

9.3 The municipality will not grant relief to the owners of properties on an individual basis.

## **PART 10 RELIEF MEASURES FOR CATEGORIES OF OWNERS OF PROPERTY**

10.1 The municipality has identified the following Categories of Owners of Property for purposes of considering the granting of relief in terms of section 15 of the Act.

### **10.1.1. Indigent owners;**

#### **A *Applicable eligibility criteria:***

- 10.1.1.1 Be the sole or joint owner of the property;
- 10.1.1.2 Be living permanently on the property;
- 10.1.1.3 Not own any other property; and
- 10.1.1.4 In addition, qualifies as indigent in terms of the municipality's indigent support policy

### **10.1.2 Pensioners, retiree, child headed household, and disabled person;**

#### **B *Applicable eligibility criteria:***

- 10.1.2.1 In order to qualify for the rebates a pensioner, a retiree, and a disabled person must:-
  - 10.1.2.1.1 Be the owner of the property either solely or jointly;
  - 10.1.2.1.2 Be living permanently on the property;
  - 10.1.2.1.3 Provide proof of identity in the form of an identity document
  - 10.1.2.1.4 Substantiate items 10.1.2.1.1 and 10.1.2.1.2 above by way of a sworn affidavit before a Commissioner of Oaths;
  - 10.1.2.1.5 Medical certificate as required by the municipality if the application relies on a medical basis for the rebate, As outlined in the definition and in 10.1.2.1

### **10.1.3 Owners of property situated within an area affected by:**

- 10.1.3.1 A disaster within the meaning of the Disaster Management Act 57 of 2002;
- 10.1.3.2 Any other serious adverse social or economic conditions decided by the Council in considering an application for relief;

- 10.1.4 Owners of residential properties with a market value below R60 000.00 as determined by the Municipality;**
- 10.1.5 Public benefit organizations who conduct one or more “specified public benefit activity”,**
- 10.1.6 Non-profit organizations registered in terms of the non-profit organizations Act whose activities are that of a public and charitable nature as may be specified by the Municipality from time to time;**

**PART 11 EXEMPTIONS GRANTED TO CATEGORIES OF PROPERTIES**

**11.1 The Municipality has exempted from payment of rates the following categories of properties in terms of section 17 of MPRA:**

- 11.1.1 the first 30% of the market value of public service infrastructure;
- 11.1.2 mineral rights within the meaning of paragraph ((b) of the definition of "property" in section 1 of the MPRA;
- 11.1.3 a property belonging to a land reform beneficiary or his or her heirs, provided that this exclusion lapses ten years from the date on which such beneficiary's title was registered in the office of the Registrar of Deeds;
- 11.1.4 Property registered in the name of and used primarily as a place of public worship by a religious community including an official residence also registered in the name of that community, which is occupied by an office bearer who officiates at services at that place of public worship;
- 11.1.5 All local municipal properties excluding those properties that are leased or rented;
- 11.1.6 Parts of a special nature reserve, national park or nature reserve within the meaning of the Protected Areas Act which are not developed or use for commercial, as a special nature reserve, national park, nature reserve or national botanical garden, or as part of such a reserve, park or botanical garden within the meaning of the National Environmental Management Biodiversity Act 2004, which are not developed or used for commercial, agricultural or residential purposes, excluding buildings ancillary to the operation of the protected area;
- 11.1.7 The exclusion from rates of a property referred to in subsection 11.1.6 lapses if the declaration of that property as a special nature reserve,

national park, or national botanical garden or as part of such a reserve, park or botanical garden is withdrawn in terms of the applicable Act mentioned in that sub-section;

- 11.1.8 If the property in respect of which the declaration is withdrawn is privately owned, the owner, upon withdrawal of the declaration becomes liable to the municipality concerned for any rates that, had it not been for subsection 11.1.6 would have been payable on the property during the period commencing from the effective date of the current valuation roll of the municipality. If the property was declared as a protected area after the effective date of the current valuation roll, rates are payable only from the date of declaration of the property;
- 11.1.9 The amount for which an owner becomes liable in terms must be regarded as rates in arrears and the applicable interest on that amount is payable to the municipality;
- 11.1.10 Paragraphs 11.1.6.1 and 11.1.6.2 apply only if the declaration of the property was withdrawn because of:-
- 11.1.11 A decision by the private owner for any reason to withdraw from the agreement concluded between the private owner and the state in terms of the Protected Areas Act, and in terms of which the private owner initially consented to the property being declared as a protected area; or
- 11.1.12 A decision by the state to withdraw from such agreement because of a breach of the agreement by the private owner.

## **PART 12      CONSTITUTIONALLY IMPERMISSIBLE RATES**

12.1 The Act provides that in terms of Section 229(2)(a) of the Constitution a Municipality may not exercise its power to levy rates on property in a way that would materially and unreasonably prejudice:-

- 12.1.1 National economic policies;
- 12.1.2 Economic activities across its boundaries; or
- 12.1.3 The national mobility of goods, services, capital or labour.

## **PART 13    EXEMPTIONS GRANTED TO CATEGORIES OF OWNERS**

## **PART 14 NEWLY RATED PROPERTY**

### **Category A**

14.1 The rates payable on **newly rateable** properties will be phased in over a period of three financial years with the full rates account to be paid in the fourth financial year.

| <b>APPLICABLE PROPERTY RATES FOR PROPERTIES TO BE PHASED IN OVER THREE YEARS</b> |                                 |
|--|---------------------------------|
| <b>Year</b>  | <b>Percentage Rates Payable</b> |
| First  | 25%                             |
| Second   | 50%                             |
| Third  | 75%                             |
| Fourth   | 100%                            |

### **Category B**

14.2 Property registered in the name of a land reform beneficiary must be phased in after the exclusion period in section 17(1) (g) of the Act;

## **PART 15 REDUCTIONS IN THE VALUE OF A PROPERTY**

15.1 It is recorded that the municipality is precluded in terms of section 17(1)(h) of the Act from levying rates on the **first R15 000** of the market value of a property assigned in the valuation roll or supplementary valuation roll of a municipality to a residential category:-

15.1.1 for residential properties only.

15.2 A reduction in the municipal valuation as contemplated in section 15(1)(b) of the Act will be granted on an ad hoc basis where the value of a property is affected by:-

15.2.1 a disaster within the meaning of the Disaster Management Act (Act 67 of 2002); or

15.2.2 the reduction will be in relation to a certificate issued for this purpose by the municipal valuer.

15.3 any other serious adverse social or economic conditions considered by the Council as meritorious.



## **PART 16 REBATES FOR PROPERTY, USE AND OWNERSHIP CATEGORIES**

16.1 The municipality can consider rebates to the following stated categories  
*Schedule of the property, use and ownership categories for which rebates can be considered:*

| <b>A</b> | <b>Category by Owners of Property</b> |      |
|----------|---------------------------------------|------|
|          | Registered Indigent persons           | 100% |

**NOTE: All residential properties will have an R30 000 of the first market value inclusive of impermissible rates in terms of Section 17 (1)(h) of the Act.**

## **PART 17 RECOVERY OF RATES**

17.1 The following people shall be liable for the payment of rates levied by the Municipality:

17.1.1 owner of a property;

17.1.2 joint owners of a property, who shall be liable jointly and severally;

17.1.3 the owner of a sectional title unit; and

17.1.4 in relation to agricultural properties:

17.1.4.1 any one joint owner of the agricultural property for all the rates levied on the agricultural property; or

17.1.4.2 each individual joint owner for that portion of rates levied on the joint owner's undivided share in the agricultural property, which ever option the Municipality may choose in relation to agricultural properties.

17.2 In terms of Section 26 of the Act the Municipality will recover rates:

17.2.1 on a monthly basis and must be paid on or before last day of the following month from the date of the statement; or

17.2.2 annually, as may be agreed with the owner of the property, on or before the 30<sup>st</sup> day of November in the financial year

17.3 The Municipality will furnish each person liable for the payment of rates with a written account in terms of Section 27 of the Act.

17.4 A Municipality may recover rates in arrears from tenants and occupiers in accordance with the provisions of Section 28 of the Act.

17.5 A Municipality may recover rates due, either whole or in part, from the agent of the owner if this is more convenient for the Municipality and in terms of Section 29 of the Act.

## **PART 18 CONSOLIDATION AND APPORTIONMENT OF PAYMENTS**

18.1 Separate accounts of persons liable for payment to the municipality for either rates or services may be consolidated in one account and any appropriation of payments will be done in accordance with the municipality's credit control policy.

18.2 Accounts to be furnished are as follows:

18.2.1 The municipality will furnish each person liable for the payment of rates with a written account which will specify:

18.2.1.1 the amount due for rates payable,

18.2.1.2 the date on or before which the amount is payable

18.2.1.3 how the amount was calculated

18.2.1.4 the market value of the property,

18.2.1.5 the rate-randage applicable

18.2.1.6 any form of relief, phasing-in of rates if applicable

18.3. A person liable for payment of rates remains liable for such payment, whether or not such person has received a written account from the municipality.

**NOTE: If the person concerned has not received a written account, he/she must make the necessary enquiries with the municipality revenue section.**

18.4 In the case of joint ownership the municipality shall consistently, in order to minimize costs and unnecessary administration, recover rates from one of the joint owners only, provided that it takes place with the consent of the owners concerned.

18.5 Where the rates levied on a particular property have been incorrectly determined, whether because of an error or omission on the part of the municipality or false information provided by the property owner concerned or a contravention of the use category to which the

property concerned may be put, the rates payable shall be appropriately adjusted for the period extending from the date on which the error or omission is detected back to the date on which rates were first levied in terms of the current valuation roll.

- 18.6 In addition where the error occurred because of false information provided by the property owner or as a result of a contravention of the use category of the property concerned, interest on the unpaid portion of the adjusted rates payable shall be levied at the *18 percent per annum*.
- 18.7 A property owner who submitted an appeal against the value of his/her property to the Valuation Appeal Board, remains responsible for the payment of the rates as calculated on the existing valuation roll until such time as the appeal board decision on the value of property. The owner will then be expected to either pay the additional rates if the property value is increased or will be refunded by the municipality if the value is decreased. The payment or refund will be payable as from the commencement of the financial year.

## **PART 19 DEFERMENT OF RATES**

- 19.1 The Municipality will on application defer the payment of rates in terms of section 26(3) of the Act under the following special circumstances:
- 19.1.1 If a ratepayer is temporarily out of employment;
- 19.2 An applicant for deferment of rates shall substantiate his/her application with an affidavit confirming his/her employment status;
- 19.2.1 The municipality will recoup deferred rates;
- 19.2.2 Application must be made annually in writing on the prescribed form:
- 19.2.2.1 not later than the final date for payment of such rates provided that the council may in special circumstances grant a deferment of the payment of rates after the final date for such payment notwithstanding that such application was made after such final date for payment;
- 19.3 Deferment will be considered provided that the total amount of all rates so deferred together with accumulated interest accumulated thereon shall not at any time **exceed 50%** of the value of the property concerned as shown in the valuation roll.

- 19.4 The final date for payment of the rates on the property concerned shall not be affected by reason of any application for deferment in terms of sub-clause 19.2 above, provided that if the council allows such application, the portion of the rates in respect of which payment is deferred shall be refunded to the applicant.
- 19.5 The accumulated amount of the deferred rates shall bear interest at a rate determined from time to time by the council and the council may also approve the waiver of such interest.
- 19.6 Only the current year's rates can be considered for deferment and then only if the Applicant's rates are not in arrears.
- 19.7 Any deferment granted in terms of this policy shall terminate immediately:
- 19.7.1 upon the death of the registered owner; provided that the council may continue such deferment, in any case where it is established to its satisfaction that the property concerned has been inherited by the surviving spouse and that such spouse is continuing in occupation of the property;
- 19.7.2 upon the expropriation, sale or other disposal of the property concerned;
- 19.7.3 upon the owner ceasing to reside permanently on the property concerned;
- 19.7.4 if the owner fails by the final date for the payment thereof, to pay rates or any part thereof owing in respect of the property concerned, after allowing for the amount of the deferment; and
- 19.7.5 on expiry of the period of deferment.

## **PART 20 COMMUNITY PARTICIPATION**

- 20.1 This Municipality will comply with its community participation and consultation obligations in terms of Chapter 4 of the Municipal Systems Act and Sections 4 and 5 of the Act before the Rates Policy or any review thereof is finally adopted. In terms of chapter 4 of the Municipal systems Act, 2000 (Act No. 32 of 2000) the Municipality is committed to:
- 20.1.1 Building capacity of the local community to enable it to participate in the affairs of the Municipality; and
- 20.1.2 To foster community participation for which the municipality will allocate funds in its budget for such processes.

- 20.2 The Participation by the local community in municipal affairs will take place through the political structures; the mechanisms, processes and procedures for participation in municipal governance and any other appropriate mechanisms processes and procedures established by the municipality and generally to apply the provisions for participation as required by this Act.
- 20.3 The municipality will provide for:
- 20.3.1 the receipt processing and consideration of petitions, objections and comments lodged by the members of the local community;
- 20.3.2 public meetings and hearings by the municipal council and other political structures (e.g. ward committees) and political office bearers of the municipality;
- 20.3.3 consultative sessions with locally recognized community organizations and where appropriate, traditional leadership.
- 20.4 Communication with the public relating to the Rates Policy will be in terms of section 4(2) of the act by notice in:
- 20.4.1 local newspapers circulating in its area and determined by this council as a newspaper of record; and/or
- 20.4.2 official notice boards and other public places accessible to the public including the library and the municipal offices;
- 20.4.3 on the municipal website (*if applicable*);  
and inviting the local community to submit comments and representations within the time specified in the notice.