



**DRAFT PROPERTY RATES POLICY
2025/26**

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PROPERTY RATES POLICY

PREAMBLE

WHEREAS:

The Council of the Ray Nkonyeni Municipality has resolved to levy rates on the market value of all rateable properties in its area jurisdiction as reflected in its property register compiled in terms of Section 23 of the Municipal Property Rates Act (MPRA) in order to provide a reliable source of revenue to provide basic services and perform its functions.

The Municipality must in accordance with the provision of section 3 of the Act adopt a rates policy consistent with the Municipal Property Rates Act, 2004 (Act No. 6 of 2004) as amended, on the levying of rates in the municipality. Further Section 62(1)(f) of the Local Government: Municipal Finance Management Act, No. 56 of 2003, a Municipality should adopt and implement a policy on the levying of rates on rateable property.

Revenue raised from property rates will be used to fund services that benefit the community as a whole as opposed to individual households, and these services include, but are not limited to, the installing and maintenance of streets, roads, sidewalks, lighting, storm drainage facilities, recreational facilities, cemeteries as well as the municipal administration in general such as community and council meetings which facilitate community participation on issues on Integrated Development Plans (IDP) and municipal budgets.

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, as amended ("the Act") and for this purpose lists here under the definitions used in the Act.

In this Policy, unless the context indicates otherwise—

"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 Municipal Property Rates 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 subject to this being read in conjunction with the definitions of agricultural property under "Other Definitions".

"Annually" means once every financial year.

"Appeal board" means a valuation appeal board established in terms of section 56.

“Assistant municipal valuer” means a person designated as an assistant municipal valuer in terms of section 35 (1) or (2).

“Business and Commercial property” means:

- (a) Property used for the activity of buying, selling, or trading in commodities or services and includes any office or other accommodation on the same property, the use of which is incidental to such activity;
- (b) Property on which the administration of the business of private or public entities takes place;
- (c) Property used for the provision of commercial accommodation;
- (d) Property used for education purposes;
- (e) Property used by the State or any organ of State; or
- (f) Property excluded from any other category of property;

“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 determined in terms of section 15 (2).

“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).

“District management area” means a part of a district municipality which in terms of section 6 of the Municipal Structures Act has no local municipality and is governed by that municipality alone.

“District municipality” means a municipality that has municipal executive and legislative authority 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.

“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 (4).

“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.

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

“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).
 - (iii) holds the property subject to the Communal Property Associations Act, 1996 (Act No. 28 of 1996); or
- (b) holds or acquires the property in terms of such other land tenure reform legislation as may be 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 Right Act 1991 (Act No 112 of 1991) an old order right or a new order right as defined in section 1 of the Communal Land Rights Act, 2004.

“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.

“MEC for local government” means the member of the Executive Council of a province who is responsible for local government in that province.

“Metropolitan municipality” means a municipality that has exclusive executive and legislative authority in its area, and which is described in section 155 (1) of the Constitution as a category A municipality.

“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).

“municipality”—

- (a) as a corporate entity, means a municipality described in section 2 of the Municipal Systems Act; and
- (b) as a geographical area, means a municipal area demarcated in terms of the Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998);

“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.

“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.

“Organ of state” means an organ of state as defined in section 239 of the Constitution.

“Owner” means

- (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.
- (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.

(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; 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.

“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 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.

“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.
- (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 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 or aprons at national or provincial airports.
- (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 light houses, 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) rights of way, easements, or servitudes in connection with infrastructure mentioned in paragraphs (a) to (i); provided that (a), (b), (e), (g) and (h) may not be rated.

“Public service purposes” means in relation to the use of a property, means property owned and used by an organ of state.

“Rate” means a municipal rate on property envisaged in section 229 (1) (a) of the Constitution.

“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.

“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.

“Special rating areas” means an area as determined per section 22 of the MPR Act must further be read with section 85 of the MSA. means geographic area approved by Council, within which property owners agree to pay for certain services supplementary to those supplied by the Municipality. These services are financed by levying an additional rate which is added to the rates bill of the property owners within the precinct.

“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.

“State trust land” means land owned by the state—

- (a) in trust for persons communally inhabiting the land in terms of a traditional system of land tenure.
- (b) over which land tenure rights were registered or granted; or
- (c) which is earmarked for disposal in terms of the Restitution of Land Rights Act, 1994 (Act No. 22 of 1994).
- (d) **“The Act”** refers to the Municipal Property Rates Act of 6 of 2004 as amended by Local Government; Municipal Property Rates Amendment Act 29 of 2014 and includes regulations made in terms of section 83 of the act. 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. (MPRA) or any other amendments in relation to the above-mentioned act.

Other Definitions

“Agricultural property” used for residential purposes only are categorized as residential.

“Agricultural property” used for commercial/industrial/mining purposes are categorized as commercial/ industrial/ mining.

“Agricultural property” whether being used for bona fide farming or unused farmland the property will be categorized as agriculture subject to the consideration that farmland used for bona fide farming may qualify for a rebate, at a percentage that is set by council from time to time.

"Aggregate/Total household income" - means the sum of any income received, by any persons residing on or owning the relevant property.

“Bed & Breakfast” means a commercial accommodation establishment with a maximum of six lettable bedrooms on the property which are available to guests (which shall exclude the bedroom/s used by the B & B establishment owner for his/her/their own private use) – read in conjunction with the definition of **“commercial accommodation”**.

“Child headed household” means a household where the property is owned by a minor child or the deceased parent, where the oldest minor child is the sole person in charge of the siblings. That the age of 21 be recognized as achieving majority for the purposes of the support. And that a “Child Headed Household” may be required to be investigated by a social worker from the Department of Social Development and declared as such.

“Commercial property” means a property used for any type of business activity.

“Commercial accommodation” means lodging or board and lodging, together with domestic goods or services in any guest house, lodge, bed & breakfast and self-catering units which will be categorized as Commercial with a rebate at a percentage that is set by council from time to time.

“Communal Land” means rural land where informal community dwellings are erected.

“Disabled” means a person who qualifies to receive relief in terms of the Social Services Act, 1992 (Act No. 59 of 1992) or a person who has been certified as permanently disabled by a medical practitioner confirming his/her disability and inability to work.

“Financial year” - means the period of 1 July to 30 June

“Game Farming” means agricultural property on which the trading in – or the hunting of game takes place. Where a variety of wild animals are kept or bred often with facilities for visitors to observe or hunt the animals. (see annexure point *1)

“Guest Houses/Lodges” means a commercial accommodation establishment with seven to sixteen lettable bedrooms on the property which are available to guests (which shall exclude the bedrooms used by the Guest House/Lodge establishment owner for his/her/their own private use) - read in conjunction with the definition of **“commercial accommodation.”**

“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 Policy.

“Medically boarded” a person who has been medically boarded by his/her place of employment and not able to do another type of work (see annexure point *2)

“Mining property” means a property used for mining operations as defined in the Mineral and Petroleum Resources Development Act, 2002 (Act 28 of 2002).

“Municipality” means the Ray Nkonyeni Local Municipality.

“Municipal Financial Management Act” means the Municipal Financial Management Act 56 of 2003.

“Non-profit organizations” means any organization which is registered in terms of the Non- profit Organizations Act.

“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; or
- (b) a person over the age of 60 years
- ~~(c) a person who has been medically boarded by his/her place of employment and not able to do another type of work.-(see annexure point *3)~~
- ~~(d) may include a disabled person as per the definition of “Disabled” as contained in this policy.-(see annexure point *4)~~

“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 entity/group.
- (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;”

“Public Benefit Organization” means a property where the dominant activity is 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.

“Retiree” means a person who has reached the age of a pensioner and who has retired from employment in terms of that person’s employment”.

“Retirement Village / Nursing Home / Old Age Home” means a registered institution/organization for senior citizens in terms of legislation.

“Spouse” means in relation to any person, means a person who is the partner of such person-

- (a) in a marriage or customary union recognized in terms of the laws of the Republic.
- (b) in a union recognised as a marriage in accordance with the tenets of any religion; or
- (c) in a same-sex or heterosexual union which the Commissioner is satisfied is intended to be permanent, and 'married', 'husband' or 'wife' shall be construed accordingly: Provided that a marriage or union contemplated in paragraph (b) or

(c) shall, in the absence of proof to the contrary, be deemed to be a marriage or union without community of property.

“ST Garages/carports/storerooms/exclusive use” means garage, carports, storerooms, and exclusive use found within a sectional title scheme that have been separately registered at the Deeds Office and do not qualify for rebates or reductions other than legislated.

Unauthorised Or Illegal Development Or Use And Abandoned Property Or Building means: (see annexure point *5)

a) Where a property is being or, has been developed or is being used without authority or illegally, in contravention of National Legislation, any Municipality’s By-laws or any Regulations, the Land Use Scheme or any other applicable law, the Municipality may change its category to the **“Unauthorized or Illegal development or use, and Abandoned Property or Building”** category.

b) Where a property or the buildings on a property have, in the opinion of the Head of Department: Development Planning Services, been abandoned and have become or are becoming derelict or unusable in its present condition for the purpose for which it was intended, the Municipality may change the category of the relevant property to the **“Unauthorized or Illegal development or use, and Abandoned Property or Building”** category.

c) where an owner or any person occupying privately owned property through such ownership unlawfully encroaches upon adjoining Municipal property, the Municipality will change the category of the offending owner’s property to **“Unauthorized or Illegal development or use, and Abandoned Property or Building”** category, until such time as the unlawful activity ceases.

“Vacant Land” means land where no structures have been developed.

1 IMPLEMENTATION OF THIS POLICY AND EFFECTIVE DATE

- 1.1 The Rates Policy took effect from 1 July 2024 being the effective date of the first valuation roll prepared by the municipality in terms of the Municipal Property Rates Act, 2004 (Act No. 6 of 2004) and must accompany the municipality's budget for the financial year.
- 1.2 The Rates Policy must be reviewed annually, and if necessary, amended by the Municipal Council, such amendments to be affected in conjunction with the Municipality's annual budget in terms of sections 22 and 23 of the Municipal Financial Management Act;
 - 1.2.1 this Policy has been reviewed and amended in terms of sections 22 and 23 of the Municipal Financial Management Act.
- 1.3 The Municipality has adopted by-laws to give effect to the implementation of its Rates policy and such by-laws must be read in conjunction with this policy. The rates by-laws may differentiate between:
 - 1.3.1 categories of properties; and
 - 1.3.2 categories of owners of properties.
- 1.4 The by-laws adopted in terms of Item 1.3 may be reviewed annually, and if necessary be amended by the Municipal Council, in conjunction and in accordance with the Rates Policy.

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 rate payers, in a specific category, 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 in the jurisdiction of the municipality and for the purpose of generating revenue to balance the budget after considering:
 - 2.3.1 profits generated on trading and economic services; and
 - 2.3.2 the amounts required to finance exemptions, rebates and reductions of rates as approved by council from time to time.
- 2.4 property rates will not be used to subsidize trading and economic services.
- 2.5 the rates income generated by the municipality will consider relief measures to address the social and economic needs of the community.
- 2.6 this Policy was 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 32 of 2000 and
- 2.7 The municipality is required to realistically provide for revenue, so when revising the increases or decreases in rates, tariffs, and other charges the primary and secondary costs of providing for services are to be considered. For this purpose, the municipality utilizes the guidelines as set in the Municipal Budgets and Medium-Term Revenue and Expenditure Framework (MTREF) that is forwarded to municipalities by National Treasury. Any increase above the recommended amount supplied by National Treasury must be justified by council.

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) as amended.
- 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 or provide criteria for the determination of categories of properties and categories of owners of properties for categories of properties.
- 3.6 determine criteria to be applied for granting exemptions, rebates and reductions.
- 3.7 determine how the municipality's powers must be exercised in relation to multi-purpose properties.
- 3.8 determine measures to promote local economic and social development; and
- 3.9 identify which categories of properties the municipality has elected not to rate as provided for in section 7 of the Act.

4 EQUITABLE TREATMENT OF RATEPAYERS

This municipality is committed to treating all ratepayers on an equitable basis. "Equitable" does not necessarily mean "equal" treatment of ratepayers. 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. The Municipality may adopt measures to ensure equitable and fair treatment of ratepayers.

Any differentiation in levying rates must not constitute unfair discrimination.

5 DISCRETIONARY DECISIONS ADOPTED BY THE MUNICIPALITY WITH RESPECT TO LEVYING OF RATES

It is recorded that the Municipality has adopted the following resolutions:

- 5.1 To levy rates on all rateable property in its area of jurisdiction.
- 5.2 To determine the date of implementation for the General Valuation Roll for 2023 – 2028 as 1 July 2023.
- 5.3 To determine the date of general valuation as 1 July 2022.
- 5.4 To levy different cents in the rand for different categories of rateable property.
- 5.5 That the categories of properties for the purpose of differential rating referred to in 5.4 above are those specified in section 6 of this policy.
- 5.6 That the criteria for the assessment of market value in terms of section 8(1) of the Act shall be 8(1)(c), that is a combination of 8(1) (a) & (b) which is the use of the property and the permitted use of the property. In the event where the

use of the property is in contravention of its permitted use, the actual use will take preference in terms of section 46(2)(b) & (2)(c) of the Act or whichever is higher.

- 5.7 To determine that properties used for multiple purposes may be assigned a category based on 9 (1) (b), which is the dominant use or be assessed according to 9(1) (c) of the MPRA, which provides for properties used for multiple purposes to be assigned a multiple purpose category and the market value apportioned according to the separate uses. The various uses are identified and assigned to a category, and the rate randage applied to each applicable category. Each usage is assigned to a category, and the value is determined by apportioning the market value to the categories of property. A property will fall into a multiple purpose category where the property is used for more than one purpose on the same registered property and typically this is applied to larger properties, farms, and rural areas. In the event where the use of a property is in contravention of its permitted use, the actual use will take preference in terms of section 46(2)(b) & (2)(c) or whichever is the higher. The municipality has resolved for multipurpose properties to be categorized as Multipurpose and assessed according to section 9(1)(c) and 9(2).
- 5.8 To rate public service infrastructure, in accordance with section 17 (A) of the Act.
- 5.9 Ray Nkonyeni Local Municipality will not levy rates on properties of which the municipality is the owner except for properties which are sold by deed of sale or where properties are leased at a rental below market related rentals.
- 5.10 That the Rates Policy has been reviewed, amended where necessary, and accompanied the municipal budget for the financial year 2024/2025.

6 CATEGORIES OF RATEABLE PROPERTY AND DIFFERENTIAL RATING

The categories of properties for this municipality are as follows:

- a) Residential properties.
- b) Business and commercial properties.
- c) Industrial properties.
- d) Mining properties.
- e) Agricultural properties.
- f) Public service infrastructure properties.
- g) Municipal properties.
- h) Vacant land properties.
- i) Properties owned by public benefit organizations and used for specified activities.

- j) Properties owned by an organ of state and used for public service purpose and
- k) Properties used for multiple purposes.
- l) Protected areas
- m) Unauthorised Or Illegal Development Or Use And Abandoned Property Or Building (see annexure point *6)

6.1 Different rates may be levied for different categories of rateable property.

6.2 A municipality may not levy:

- 6.2.1 different rates on residential properties, except as provided for in sections 11(1)(b) and 21.
- 6.2.2 a rate on non-residential properties that exceeds a prescribed ratio to the rate on residential properties determined in terms of section 11(1)(a) of the Act.
- 6.2.3 rates which unreasonably discriminate between categories of non-residential properties: or
- 6.2.4 additional rates except in Special Rating Areas as provided for in the Act.

7 RELIEF MEASURES FOR RATEPAYERS

7.1 The municipality has considered:

- 7.1.1 the need to grant relief to certain ratepayers (including the poor) with a view to providing for appropriate measures to alleviate the impact of the rates burden on them.
- 7.1.2 the effect of rates on non-profit organizations, registered in terms of the Non-profit Organizations Act whose income is applied solely to further the aims and objectives of the said organization, and which may be registered in terms of the Income Tax Act for tax reductions because of those activities.
- 7.1.3 the specified public benefit activities recognized by the Act relating to those activities 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, 1962 (Act No.58 of 1962).

7.2 The Municipality will only consider the grant of relief to those organizations who meet the requirements set out in clause 7.1.2 and 7.1.3 above and whose activities are of a public and/or charitable nature.

7.3 The municipality will not grant relief in respect of the payment of rates other than by way of an exemption, a rebate or a reduction provided for in its rates policy and granted in terms of section 15 of the Act to:

7.3.1 a category of properties; or

7.3.2 a category of owners of properties as provided hereunder.

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

(NB. GRANTS IN AID IN LIEU OF RATES CAN NO LONGER BE PERMITTED)

8 CATEGORIES OF OWNERS ENTITLED TO RELIEF

8.1 This municipality has identified the categories of owners below for purposes of granting exemptions, rebates, or reductions:

8.1.1 indigent owners; see under Other Definitions p.11

8.1.2 pensioners.

8.1.3 owners of property situated within an area affected by:

8.1.3.1. a disaster within the meaning of the Disaster Management Act 57 of 2002.

8.1.3.2. any other serious adverse social or economic conditions.

8.1.4 public benefit organizations who conduct the following specified public benefit activities and are listed in Part 1 of the Ninth schedule to the Income Tax Act, 1962 (Act No.58 of 1962):

8.1.4.1. welfare and humanitarian; or

8.1.4.2. health care; or

8.1.4.3. education; and development

8.1.4.4. are registered in terms of the Income Tax Act for tax reductions because of the activities referred to in (8.1.4).

8.1.5 non-profit organizations registered in terms of the Non-profit Organizations Act whose activities are that of a public and charitable

nature and which may register in terms of the Income Tax Act for tax reductions because of those activities.

8.1.6 minor children who are the head of a household as defined in child headed household.

8.1.7 disabled persons; (see under Other Definitions pg.11)

8.1.8 retirees.

9 EXEMPTIONS

A. EXEMPTIONS GRANTED TO CATEGORIES OF PROPERTIES

9.1 The Municipality has exempted in total, from payment of rates the following categories of properties:

9.1.1 Property registered in the name of the religious community or a trust/entity established for the sole benefit of a religious community or subject to a land tenure 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, subject to the definition of Place of Public Worship above.

9.1.2 In terms of Section 17(1)(e) On those parts of a special nature reserve, national park or nature reserve within the meaning of the National Environmental Management: Protected Areas Act, 2003 (Act 57 of 2003), or of a national botanical garden within the meaning of the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004), which are not developed or used for commercial, business, agricultural or residential purposes.

B. EXEMPTIONS GRANTED TO CATEGORIES OF OWNERS OF PROPERTIES

9.2 The Municipality has resolved to exempt from the payment of rates the following categories of owners of properties:

9.2.1 Properties owned by public benefit organizations which are used for any specific public benefit activities that are recognized by the act relating to those activities 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, 1962 (Act No.58 of 1962).

9.2.2 Properties owned and are registered as non-profit organizations, and which may register in terms of the Income Tax Act for tax reductions because of those activities.

9.3 The municipality reserves the right to review the status of the applicant at any stage to ensure compliance with all qualifying criteria.

9.4 In order to qualify for exemption all applicants shall comply with the following requirements:

9.4.1 submit written applications for exemption for the financial year which must be lodged in the prescribed format with the Municipal Manager on or before 30 June in the year prior to the financial year for which application is being made.

9.4.2 in the case of public benefit organizations upon proof of:

9.4.2.1 registration in terms of the requirements of the Income Tax Act as specified in 9.2.1.

9.4.2.2 an affidavit signed by the head of the public benefit organization before a Commissioner of Oaths that the property is used primarily for the specified public benefit activities and purposes of the said public benefit organization.

9.4.3 In the case of a religious community upon submission of proof that:

9.4.3.1 the property is used primarily as a place of public worship; and

9.4.3.2 in the case of the residence owned by the religious organization that the property is occupied by an office bearer who officiates at services at that place of worship.

9.4.3.3 a copy of Deeds Registry enquiry, within the last 2 months, reflecting that the property is registered as required by the definition of a place of public worship.

9.5 In the case of properties owned by non-profit organizations upon submission of proof: -

9.5.1 an affidavit signed by the head of the no-profit organization before a Commissioner of Oaths that the property is used primarily for the aims and objective of the said non-profit organization.

9.5.2 that no private pecuniary profit is made from the property.

9.5.3 that no rent is received by the applicant for any use of the property by other persons.

9.5.4 a copy of the Deeds Registry enquiry, within the last 2 months, reflecting that the property is registered in the name of the non-profit organization.

9.5.5 a certified copy of the registration certificate as a non-profit organization.

9.6 The Municipality reserves the right to specify such other requirements as the municipal manager deems necessary from time to time.

10 REDUCTIONS

10.1 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 category determined by the municipality:

10.1.1 for residential properties; or

10.1.2 for properties used for multiple purposes provided one or more components of the property are used for residential purposes.

10.2 It is recorded that the municipality has resolved in terms of sections 15 (1) (b) to grant a further reduction by an amount not exceeding R 85 000,00 on the value upon which rates will be levied in respect of properties used for residential purposes or properties used for multiple purposes provided that one or more components of the property are used for residential purposes. This excludes properties categorized “residential” but the usage is ST Garages/carports/storeroom/exclusive use and “communal land.”

11 REBATES

11.1. REBATES FOR CATEGORIES OF PROPERTIES

11.1.1 The municipality has resolved NOT to grant rebates to the categories of properties in principle with the exception of granting a rebate at a percentage set by council from time to time in respect of certain residential, agricultural, and commercial properties as defined in the definitions above and as per 11.2 below.

11.2. REBATES FOR CATEGORIES OF OWNERS OF PROPERTIES

11.2.1. The municipality has resolved to grant the following rebates, to the following categories of owners:

Category Of Owner	Aggregate Household Income from	Aggregate Household Income to	Percentage Rebate
Indigent persons (subject to RNM's Indigent Policy)	Nil	Amount Equal to 2 old age/ retiree pensions	100%
Child headed households. (see criteria below 11.5)	Nil	Amount Equal to 2 old age/ retiree pensions	100%

	Percentage Rebate
Retirement Villages/Old age homes/Nursing Homes	50% of market value
Schools, excluding those registered as a Public Benefit Organization (PBO) and Non-Profit Organization (NPO)	50% of market value

Agriculture – Bona Fide Farmers only	60% of market value
Guest Lodges/Houses and Bed & Breakfast and Self-catering accommodation	20% of market value
Game Farming (<i>see annexure point *7</i>)	50% of market value

Pensioner's Rebate	With a maximum property value of R1,8 million	Rebate equals market value reduction of R300 000
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Disabled and medically boarded persons	With a maximum property value of R1,8 million	Rebate equals market value reduction of R300 000
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11.3. To qualify for the Pensioner's rebate, all applicants must be subjected to the following criteria:

- 11.3.1. The applicant must be the sole owner of the property or owned jointly with his/her spouse (this also applies to a holder in right/interest of immovable property in terms of the Share Blocks Control Act 59 of 1980;)
- 11.3.2. In the case of multiple owners owning the property, all owners must qualify under the criteria set herein in order for the rebate to be applicable on the relating property.
- 11.3.3. Be living permanently on the property.
- 11.3.4. All owners must not own any other property; nor the spouse own any other property at all.
- 11.3.5. Substantiate the above items 11.3.1 – 11.3.5 by a sworn Affidavit before a Commissioner of Oaths (the affidavit must be commissioned within the municipal boundaries).
- 11.3.6. Provide proof of identity in the form of certified Identity Documents not older than six months of all applicants and spouses (where applicable)

and the applicant must not be in receipt of indigent subsidy/support at time of application (see *annexure point *8*).

11.3.7. The Pensioner rebate will only apply to owners turning 60 and above.

11.3.8. Persons who turn 60 within the financial year can apply for a rebate before turning 60 but will only receive the rebate once they have turned the designated age.

11.3.9. Submit any other supporting documents requested by the municipality from time to time.

11.3.10. a) All applications must be done on the prescribed form. Original and emailed applications will be evaluated. ~~only original applications will be evaluated (no faxed or e-mailed documents will be accepted. (see annexure point *9)~~ All applications are to be lodged at the office of the Chief Financial Officer, Revenue Manager or any other rates clerks dealing with the relevant area.

b) All applications will be verified, and the applicants must allow the municipality at least two months for approval of the applications. The rebate will only be valid from month which in it has been approved. The rebate will not be retrospective in nature but will be in effect from the next billing period immediately preceding the approval.

11.3.11. If an applicant is found to have provided fraudulent information with regard to any material condition on registration for a rebate, such person shall be liable to repay the Municipality and the accounts will be adjusted with immediate effect of all relief received from the date of such fraudulent registration and may be charged criminally for the fraudulent submissions.

11.3.12. Councillors are allowed to sign Affidavits, as Commissioner of Oaths, on condition that such action does not give rise to a breach of Schedule 1 of the Local Government Municipal Systems Act, 2000 (Act No. 32 of

2000), being the Code of Conduct for Councillors or amounts to a conflict of interest in terms of any other applicable law.

- 11.3.13. In the case of a usufruct, the usufruct must be registered over the whole property and the title deed indicating the usufruct must be produced. Legal proof of the usufruct must be provided.
- 11.3.14. The property must be registered in the name/s of a natural person and not a company nor close corporation or Trust subject to 11.3.1.
- 11.3.15. The rebate will be valid for a period of three (3) years from the date of final approval by the designated official/s, provided the qualifying criteria do not change, and thereafter the pensioner must reapply.
- 11.3.16. The rebate will not be retrospective in nature but will be in effect from the next billing period after final approval.
- 11.3.17. The Municipality reserves the right to do a physical inspection on the property at any time.
- 11.3.18. If payments are not received by the relevant due dates, the rebates will be forfeited. If the account is in arrears on application, the rebate will only be effective once the account is up to date.
- 11.3.19. It is to be noted that if Council changes the rebate structure from time to time, Council may be allowed to have an extra financial year to implement such changes, or to implement the changes as the effective date of the Policy.
- 11.3.20. Pensioner rebate will lapse- (*see annexure point *10*)
 - (a) On death of the rebate recipient if the recipient owns 100% of the property;
 - (b) When an application for clearance certificate results in the alienation of the property;
 - (c) When the rebate recipient ceases to reside permanently on the domicile and
 - (d) When the holder of the personal servitude no longer meets the qualifying criteria
- 11.3.21. to be noted that if Council changes the rebate structure from time to time, Council may be allowed to have an extra financial year to implement such changes, or to implement the changes as the effective date of the Policy.
- 11.3.22. ~~(a) In relation to relief sought under medical boarding, the pensioner must produce a medical certificate from the pension fund to stipulate medically boarded if the application relies on a medical basis for the~~

~~rebate. Doctors' and Hospital certificates/reports are not acceptable.
(see annexure point *11)~~

~~(b) In respect to disabled persons receiving relief in terms of the Social Assistance Act, 1992 (Act 59 of 1992), produce proof of receipt of such relief from South African Social Security Assistance (SASSA).~~

~~(c) In respect to disabled persons not qualifying for relief in terms of the Social Assistance Act, 1992 (Act 59 of 1992), produce certification from at least one medical practitioner identifying and confirming permanent disability and his/her inability to work.~~

11.4. The Municipality will **NOT** grant relief in respect of the payment of a rate:

- (a) to a category of owners of properties, or to the owners of a category of properties, other than by way of an exemption, a rebate or a reduction as provided for in this policy and granted in terms of section 15 of the Act; or
- (b) to the owners of properties on an individual basis.

11.5. **CHILD HEADED HOUSEHOLDS**

A Child Headed Household may receive a 100% rebate, subject to the following:

- 11.5.1. A "Child Headed Household" may be required to be investigated by a social worker from the Department of Social Development and declared as such.
- 11.5.2. The minor must be the owner or the authorized beneficiary of the property.
- 11.5.3. The minor assuming responsibility must be the eldest of the siblings, if any.
- 11.5.4. The minor/s must reside permanently on the property, the market value of the property is limited to R600,000.00.
- 11.5.5. Total income of household must not exceed the amount of two State welfare pensions.
- 11.5.6. The Application must be accompanied by:
 - i. A copy of the letter of Executorship or Administration of the Deceased Estate.
 - ii. Confirmation from the department of social development that the above criteria have been met and the property is child headed if the parents are deceased.
 - iii. a copy of the Liquidation and Distribution Account showing transfer of the property to the minors.
 - iv. the death certificate of the parent.

- v. If the parent is terminally ill, a copy of the district surgeons report confirming his/her status.
 - vi. birth certificates of all minors residing on the property.
- 11.5.7. Applications must be renewed annually and may be required to be affirmed by the Department of Social Development.
- 11.5.8. The rebate will lapse:
- i. when the minor reaches the age of majority, which is 21 years old.
 - ii. on alienation of the property.
 - iii. when the minors cease to reside permanently on the property.
 - iv. if the Department of Social Development no longer regards the Household as being Child Headed.
 - v. if applications are not submitted annually; Late applications may be reinstated with effect from the next practical billing cycle.

11.6. DISABLE AND MEDICALLY BOARDED PERSONS

11.6.1 To qualify for disability or medically boarded rebate, all applicants must be subjected to the following criteria:

- (a) In relation to relief sought under medical boarding, the ~~pensioner~~ owner/applicant must produce a medical certificate from the ~~pension-fund employer~~ to stipulate medically boarded if the application relies on a medical basis for the rebate. Doctors' and Hospital certificates/reports are not acceptable;
- (b) In respect to disabled persons receiving relief in terms of the Social Assistance Act, 1992 (Act 59 of 1992), produce proof of receipt of such relief from South African Social Security Assistance (SASSA);
- (c) If disability grant is temporal, a letter from South African Social Security Assistance (SASSA) must reflect the date and period of the grant. The rebate will be granted for the period stipulated on the letter and (see annexure point *12)
- (d) In respect to disabled persons not qualifying for relief in terms of the Social Assistance Act, 1992 (Act 59 of 1992), produce certification from at least one medical practitioner identifying and confirming permanent disability and his/her inability to work.

11.6.2 Medically boarded rebate will lapse when a recipient for such gains employment.
(see annexure point *13)

12. CRITERIA FOR DIFFERENTIAL RATING

12.1. Differential rating is the levying of different rates for different categories of properties based on the use or permitted use of the property. The Municipality

has resolved to levy differential rates for different categories of rateable properties and the rates applicable to the different categories of properties are as resolved by the council.

12.2. The method in terms of which different rates will be levied against different categories of property is by setting a different cent amount in the Rand for each category of property.

12.3. The ratio between the rate on residential properties to the rate on the categories of non-residential properties (regulated ratios) are as per the table below: -

The ratios below:

- i The first number in the third column of the table represents the ratio to the rate on residential properties.
- ii The second number in the third column of the table represents the maximum ratio to the rate on residential property that may be imposed on the non-residential properties listed in the first column of the table-

Category No.	Categories	Ratio in relation to residential Property
1	Residential	1 : 1
2	Agricultural	1 : 0.25
3	Public service infrastructure	1 : 0.25
4	Public Benefit Organisations	1 : 0.25

12.4. The ratio for the category of Unauthorised Or Illegal Development Or Use And Abandoned Property Or Building will be applied as follows: (see annexure *14)

<u>Category</u>	<u>Ratio in relation to the applicable Illegal/Unauthorized use.</u>
<u>Unauthorised Or Illegal Development Or Use And Abandoned Property Or Building</u>	<u>1 : 3</u>

13. MULTIPLE PURPOSE PROPERTIES

- 13.1. A municipality must resolve whether the valuations will be assessed according to the permitted use, the dominant use of the property or pro rata according to multiple uses.
- 13.2. Section 9 of the Act provides for the value of properties to be based on one of the following criteria namely:
 - 13.2.1. the permitted use (section 9(1)(a)).
 - 13.2.2. the dominant use (section 9(1)(b)).
 - 13.2.3. pro rata based on the various multi-purpose usage (section 9(1)(c)).
- 13.3. It is recorded that this municipality has determined that for the purpose of assessing the value of multipurpose properties the following criteria will apply:
 - 13.3.1. That properties used for multiple purposes be assigned a category based on 9(1) (c) of the MPRA, which provides for properties used for multiple purposes to be assigned a multiple purpose category and the market value apportioned according to the separate uses. The various uses are identified and assigned to a category, and the rate randage applied to each applicable category. Each usage is assigned to a category, and the value is determined by apportioning the market value to the categories of property. A property will fall into a multiple purpose category where the property is used for more than one purpose on the same registered property and typically this is applied to larger properties, farms and rural areas. In the event where the use of a property is in contravention of its permitted use, the actual use will take preference in terms of section 46(2)(b) & (2)(c) or whichever is the higher.
 - 13.3.2. In the case of State Trust Land, the land used for communal habitation and the leased properties will be valued according to their use category.

14. COMMUNITY PARTICIPATION

It is recorded that every municipality may only adopt its rates policy or any amendment thereof or any review of its policy after following a process of community participation in accordance with chapter 4 of the Municipal systems Act, 2000.

- 14.1. 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:

- 14.1.1 Building capacity of the local community to enable it to participate in the affairs of the Municipality; and
- 14.1.2 To foster community participation for which the municipality will allocate funds in its budget for such processes.
- 14.2. 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.
- 14.3. The municipality will provide for:
 - 14.3.1. the receipt, processing and consideration of petitions, objections and comments lodged by the members of the local community.
 - 14.3.2. public meetings and hearings by the municipal council and other political structures (e.g. ward committees) and political office bearers of the municipality.
 - 14.3.3. consultative sessions with locally recognized community organizations and where appropriate traditional authorities.
- 14.4. Communication with the public relating to the Property Rates Policy will be in terms of section 4(2) of the Act by notice in:
 - 14.4.1. local newspapers circulating in its area and determined by this council as a newspaper of record; and/or
 - 14.4.2. official notice boards and other public places accessible to the public including the library and the municipal offices.
 - 14.4.3. on the municipal website (if applicable).
 - 14.4.4. and inviting the local community to submit comments and representations within the time specified in the notice.

15. RECOVERY OF RATES

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

15.1.1. owner of a property.

15.1.2. joint owners of a property, who shall be liable jointly and severally.

15.1.3. the owner of a sectional title unit; or the joint owners, who shall be liable jointly and severally; and

15.2. In terms of section 26 of the Act the Municipality will recover rates:

15.2.1. on a **monthly basis** of 10 equal installments with the first installment due in August and the last installment due in May of each year in terms of the Municipal Finance Management Act, and which installment must be paid on or before the **last working day of each month**; or

15.2.2. Annually as may be agreed with the owner of the property, on or before the **last working day of September**. Applications on the prescribed form must be lodged on or before **30 June** in the year prior to the financial year for which application is being made.

15.3. The Municipality will furnish each person liable for the payment of rates with a written account in terms of section 27(1) of the Act. In terms of section 27(2) a person is liable for payment of a rate whether or not that person has received a written account in terms of 27(1). If a person has not received a written account, that person must make the necessary inquiries from the municipality.

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

15.5. 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.

15.6. Interest on arrears outstanding after the due date will be charged in accordance with section 64 (2)(g) of the Municipal Finance Management Act and as set in the tariff of charges as approved annually in the setting of the budget in accordance with section 24 (2) (c) (ii) of the Municipal Finance Management Act.

- 15.7. In terms of section 27(1A) of the Act, a person liable for a rate must furnish the municipality with an address where correspondence can be directed to.
- 15.8. Property owners must provide South African addresses as their domicilium citandi et executandi to which correspondence and statements are to be sent.

16. CONSOLIDATION AND APPORTIONMENT OF PAYMENTS

A Municipality may-

- a) consolidate any separate accounts of persons liable for payments to the municipality.
- b) credit a payment by such a person against any account of that person; and
- c) implement any of the debt collection and credit control measures provided for in the Consumer Care, Credit Control and Debt Collection policy, in relation to any arrears on any of the accounts of such a person.

17. DEFERMENT OF RATES

Unemployed persons (Amended refer to annexure point 15)

17.1. The Municipality may on application defer the payment of rates in terms of Section 26(3) of the Act, only in respect of rates payable in respect of residential property, under the following special circumstances. To qualify for deferment of rates, the Applicant: -

- 17.1.1. must be temporarily unemployed for a period not exceeding 3 months as at the date of application;
- 17.1.2. must substantiate his/her application with a letter by the Department of Labour confirming unemployment status;
- 17.1.3. must produce an unemployment Insurance Fund (UIF) card; where an applicant was employed in a formal sector;
- 17.1.4. must produce a permit issued by the Municipality's Local Economic Development Support (Informal Trade) Unit; where an applicant was employed in the informal sector;
- 17.1.5. must furnish an affidavit confirming his/her unemployment status;
- 17.1.6. must produce any other relevant documents that the CFO may request from time to time;
- 17.1.7. must reside permanently on the residential property concerned; and
- 17.1.8. must be the registered owner of the residential property

- 17.2. Application must be made in writing on the prescribed form.
- 17.3. Subject to Clause 17.5, a deferment period shall endure for a period of six (6) months, calculated from the date of approval.
- 17.4. The Municipal account must be up to date at the date of application, in order for the application to be considered.
- 17.5. Any deferment granted in terms hereof shall terminate immediately:
 - 17.5.1. 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;
 - 17.5.2. Upon the expropriation, transfer or other disposal of the property concerned;
 - 17.5.3. Upon the owner ceasing to reside permanently on the property concerned;
 - 17.5.4. 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;
 - 17.5.5. Upon the applicant becoming formally or informally employed or trading for his/her own account; or
 - 17.5.6. On expiry of the period of deferment.
- 17.6. Deferment of rates payment will not be granted simultaneously with any rates rebate provided in this Policy, i.e. the ratepayer will not enjoy a deferment simultaneously with a rebate.

18. IMPERMISSIBLE RATES IN TERMS OF SECTION 17 OF THE ACT

- 18.1. It is recorded that the Municipality may not, in terms of section 17 of the Act levy a rate on:
 - 18.1.1. the first 30% of the market value of public service infrastructure;
 - 18.1.2. any part of the seashore as defined in the Seashore Act, 1935 (Act No.21 of 1935);
 - 18.1.3. any part of the territorial waters of the Republic as determined in terms of the Maritime Zones Act, 1994 (Act No. 15 of 1994);
 - 18.1.4. any islands of which the state is the owner, including the Prince Edward Islands referred to in the Prince Edward Islands Act, 1948 (Act No. 43 of 1948);
 - 18.1.5. those parts of a special nature reserve, national park or nature reserve within the meaning of the Protected Areas Act, or of a national botanical garden within the meaning of the National Environmental Management: Biodiversity Act, 2004, which are not

developed or used for commercial, business, agricultural or residential purposes;

18.1.6. on mining rights or a mining permit within the meaning of the Mineral and Petroleum Resources Development Act, 2002 (Act 28 of 2002), excluding any building, other immovable structures, and infrastructure above surface of the mining property required for purposes of mining.

18.1.7. 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 or upon alienation of the property by the land reform beneficiary or his or her heirs, dependents or spouse;

18.1.8. 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 category determined by the municipality-

18.1.8.1. for residential properties

18.1.8.2. for properties used for multiple purposes, provided one or more components of the property are used for residential purposes; or

18.1.9. on a property registered in the name of and used primarily as for place of public worship by a religious community, including an official residence registered in the name of that community which is occupied by an office-bearer of that community who officiates at services at that place of worship, subject to the definition of Place of Public Worship; residential properties; for properties used for multiple purposes, provided one or more components of the property are used for residential purposes; or

18.2. The exclusion from rates of a property referred to in subsection 18.1.5 lapses if the declaration of that property as a special nature reserve, national park, nature reserve 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 subsection;

18.3. 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 18.1.5, 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;

18.4. The amount for which an owner becomes liable in terms of paragraph (18.3) must be regarded as rates in arrears, and the applicable interest on that amount is payable to the municipality;

18.5. Paragraphs 18.2 and 18.3 apply only if the declaration of the property was withdrawn because of:

18.5.1. 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

18.5.2. a decision by the state to withdraw from such agreement because of a breach of the agreement by the private owner.

19. CONSTITUTIONALLY IMPERMISSIBLE RATES

19.1. 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 –

19.1.1. national economic policies.

19.1.2. economic activities across its boundaries; or

19.1.3. the national mobility of goods, services, capital, or labour.

20. LAND REFORM BENEFICIARIES

20.1. A property which is registered to Land Reform Beneficiaries is not to be rated for 10 years and thereafter must be phased in subject to the conditions specified in section 21(b) of the Act which states that:

20.1.1. a property registered in the name of a land reform beneficiary must, after the exclusion period in section 17(1) (g), be phased in over a period of three financial years.

20.1.2. The phasing in period shall be as set out in the attached table.

Year	Percentage Rates Payable
First	25%
Second	50%
Third	75%

21. SPECIAL RATING AREAS (SRA)

- 21.1. In terms of section 22 of the MPRA, the Municipality may, by resolution of Council, establish Special Rating Areas (hereinafter called SRA) and levy an additional rate on property in that area for the purpose of raising funds for improving or upgrading that area.
- 21.2. Any rebate granted by the Municipality does not apply to the additional rate payable by the owner in a SRA.
- 21.3. An SRA may be established once the following criteria have been fulfilled:
 - 21.3.1. the boundaries of the SRA have been defined.
 - 21.3.2. it must be demonstrated that at least 51% of owners in number have voted in favor of the establishment of the SRA.
 - 21.3.3. it has been indicated how the area is to be improved or upgraded by funds derived from the additional rate.
 - 21.3.4. must have established separate accounting and other record-keeping systems regarding ---
 - 21.3.4.1. the revenue generated by the additional rate and
 - 21.3.4.2. the improvement and upgrading of the area.
 - 21.3.5. An application for the establishment of an SRA must:
 - 21.3.5.1. Be in writing, in the prescribed form.
 - 21.3.5.2. Be submitted not later than 30 September preceding the start of the new municipal financial years for which the application is made.
 - 21.3.5.3. Describe and define the boundaries of proposed SRA.
- 21.4. The municipality may establish a committee composed of persons representing the community in the area to act as consultative and advisory forum for the municipality on the improvement and upgrading of the area provided representative, including gender representative, is considered when such a committee is established. Such a committee must be a subcommittee of the ward committee or committees in the
- 21.5. The SRA may not be used to reinforce existing inequities in the development of the municipality, and any determination of a special

rating area will be consistent with the objectives of the municipality's integrated development plan.

- 21.6. The SRA must enter into an agreement with the municipality in terms of section 67 of the MFMA. Funds will not be sent to the SRA company unless a section 67 agreement is signed and received by the municipality.
- 21.7. Once the SRA is established, the aforesaid section 67 agreement must be renewed annually by no later than 31 December together with the budget of the SRA.
- 21.8. Once the SRA has been established and the additional rate has been approved, the Municipality will levy additional rate and will pay to the SRA (in a form of a Grant) the revenue generated, as they are collected.
- 21.9. New developments within the jurisdiction of the SRA, will be rated in accordance with effective date of the supplementary valuation roll.
- 21.10. The boundaries for existing SRA's may be amended, provided that:
 - a) 51% of additional owners in number relating to properties categorized as business and commercial and 66% of owners in number relating to properties categorized as residential demonstrate their support, or
 - b) 66% of additional owners in numbers demonstrate their support,
 - c) A three-quarter majority vote from existing owners in favour of the amendment proposals have been delivered to every property owner within the existing SRA.
 - d) The new boundary may not exceed 100% of existing boundary in size or number of properties.
 - e) Council may limit the increase of the new boundary or number new properties.
- 21.11. An SRA shall be dissolved:
 - a) If section 67 agreement has not been renewed or honored,
 - b) By resolution of council upon written application signed by the majority of owners within the SRA who are liable for the payment of the special rate.

21.12. The CFO will at all material times exercise an oversight role in respect of the SRA's financial viability.

21.13. The SRA Management Company must register on the Municipality's supplier database as well as the national treasury database and keep the records updated for funds to be transferred by the Municipality to the SRA Management Company in terms of the Finance Agreement.

22. AGRICULTURAL PROPERTIES

22.1. Agricultural Property shall be rated as categorized by the valuers during their valuation process in terms of the MPRA regulations for Agricultural Property. If the owner is not satisfied with the category as allocated per the valuation roll, he/she must lodge an objection or review in terms of the MPRA. The onus will be on the owner to supply proof that the category is incorrect. Amendments will thus be made upon application on the following basis:

22.1.1. the valuer is satisfied that such land is used exclusively for Bona Fide agricultural purposes.

22.1.2. the valuer is satisfied that such farmland is unused.

22.1.3. the applicant must produce a tax certificate issued by the South African Revenue Services (SARS) proving that they are taxed as a farmer.

22.1.4. The municipality has resolved to grant only proven bona fide farmers a rebate at a percentage set by council from time to time.

23. EARLY SETTLEMENT INCENTIVE

In its endeavor to restrain the outstanding debt from escalating and to encourage ratepayers to settle their accounts in full, i.e. on or before 30 September each year, Council offers to those ratepayers a 7% concession on the current rates levied amount only (7% of the annual rates payable after the application of any exemptions, rebates, or reduction and not the market value). This applies to annual accounts only.

24. UNAUTHORISED OR ILLEGAL DEVELOPMENT OR USE AND ABANDONED PROPERTY OR BUILDING (see annexure point *16)

24.1. Where a property is being or, has been developed or is being used without authority or illegally, in contravention of National / Provincial Legislation, any Municipality's Bylaws or any Regulations, the Land Use Scheme or any other applicable law, the Municipal Valuer must consider changing its category to the "Unauthorised or Illegal development or use, and Abandoned Property or Building" category.

- 24.2. Where a property or the buildings on a property have, in the opinion of the line department, been abandoned and have become or are becoming derelict or unusable in its present condition for the purpose for which it was intended, such line department may request the Municipal Valuer to consider changing the category of the relevant property to the "Unauthorised or Illegal development or use, and Abandoned Property or Building" category.
- 24.3. Where an owner or any person occupying privately owned property through such owner unlawfully encroaches upon an adjoining Municipal property, the relevant line department within the Municipality with knowledge of such illegal encroachment must (in addition to any other remedies that the Municipality may have in law) request the Municipal Valuer to consider changing the category of the offending owner's property to "Unauthorised or Illegal development or use, and Abandoned Property or Building" category, until such time as the unlawful activity ceases.
- 24.4. Where the Municipal Valuer is required to exercise his discretion to effect a rating category change, as contemplated in Clauses 11.1 and/or 11.3, the Municipal Valuer shall have the right to call for such documentary evidence from the relevant line department(s) as may be deemed necessary to substantiate a rating category change. Such documents may include, but not limited to the following:
- (a) copies of statutory enforcement notices and proof of service;
 - (b) photographic and/or video material;
 - (c) copies of summonses and statements from relevant line department in support of criminal proceedings;
 - (d) Minutes of meetings of internal structures established by relevant municipal line departments relating to any property contemplated in this clause;
 - e) Court rulings.
- 24.5. In the event of the Municipal Valuer declining to effect a rating category change to a property in response to a request from a Municipal line department in terms of this Clause 11, the Municipal Valuer must provide written reasons to such line department.
- 24.6. A property that is assigned a rating category of "Unauthorised or Illegal development or use, and Abandoned Property or Building" will be levied a punitive rate that is substantially higher than any rate levied on other categories of properties. The relevant rate randage is determined by the Council at its annual budget meeting. The punitive rate serves as a deterrent to unlawful acts.

- 24.7. Section 78(4) of the Act sets out the triggers when the revised rates will become payable as a result of a categorization change in terms of this Clause 11.
- 24.8. Due notice of the categorisation change will be given to the owner of a property in accordance with Sections 78(5) and 49 of the Act. An owner can then make use of the legal mechanisms provided for in the Act to lodge a query, objection or an appeal (as the case may be) should the owner wish to challenge the correctness of the property categorisation change.
- 24.9. The Municipal Valuer may consider re-categorising a property that has a rating category of "Unauthorised or Illegal Development or Use, and Abandoned Property" where cogent evidence exists that the event giving rise to such rating category, has ceased. The category change will be effected in accordance with the provision of Section 78 of the Act.

25. REVIEW OF POLICIES

The Chief Financial Officer shall be the custodian of the Policy and shall be responsible for the review of the policy, every year (1) as minimum. The approval of this policy shall lie with the Municipal Council.

ANNEXURE POINTS : PROPOSED AMENDEMENTS

- *1- Definition being removed and will not be applicable to proposed policy
- *2- Introduced a definition of “medically boarded”
- *3- To be eliminated from definition of pensioner
- *4- To be eliminated from definition of pensioner
- *5- Introduced definition of Unauthorised Or Illegal Development Or Use and Abandoned Property Or Building
- *6- Introduced a property category Unauthorised Or Illegal Development Or Use And Abandoned Property Or Building
- *7- Will not be applicable to proposed policy.
- *8- Added to emphasise that you cannot apply for both indigent and pensioner’s rebate.
- *9- To allow also emailed applications.
- *10- To specify what can lead to the lapsing of the pensioner’s rebate.
- *11- Eliminated from “Pensioner’s rebate qualification” as there is a new paragraph. for disabled and medically boarded persons.
- *12- Added to accommodate temporal medically boarded.
- *13- To indicate when a rebate for medically boarded persons will lapse.
- *14- Added to indicate how will be the tariff for this new property category.
- *15- Amended to elaborate on dealing with unemployed persons.
- *16- Added to elaborate further on the newly added property category.