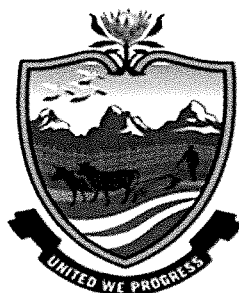


MATATIELE LOCAL MUNICIPALITY

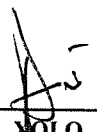



MATATIELE

LOCAL MUNICIPALITY

SPECIAL SERVICES POLICY

<u>POLICY INFORMATION</u>	
<u>DATE OF COUNCIL ADOPTION:</u>	28 MAY 2020
<u>COUNCIL RESOLUTION NUMBER:</u>	CR 1058/28/05/2020
<u>POLICY NUMBER:</u>	MLM/BTO/P57/28/05/2020



MR. N.R. XOLO
ACTING MUNICIPAL MANAGER
MAYOR
31/07/2020
DATE

CLLR. M.M. MBEDLA
MAYOR
31/07/2020
DATE

CLLR N MSHUQWANA
SPEAKER COUNCIL
31/07/2020
DATE

Authority	Date
HOD Approval	
MM Approval	
Council Approval	
Date of next Review	

Approval of Policy

Please note that the implementation of the policy contained in this document is subject to approval and signing off by all relevant Heads and/or Committees, including but not limited to:

- Municipal Manager; and
- Municipal Council.

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1. OBJECTIVE

The objective of the policy is to define the guidelines to be utilised regarding the reduction of tariffs for municipal services to qualifying institutions.

2. PRINCIPLES

The intent is to offer services to Non-profit organizations at reduced cost. Organizations will only qualify for the reduced tariffs if their main function is the provision of social services to the community within the municipal jurisdiction, and will exclude all national organizations operating within the area.

3. GUIDELINES

Reduced tariffs will only apply to institutions subject to the following conditions:

- 3.1. Written application be made to the municipality on an annual basis for the special tariffs to apply to the institution for a specific municipal financial year;
- 3.2. The application be supported by the following documentation:
 - 3.2.1. Certified copy of the Constitution of the institution;
 - 3.2.2. Certified copies of the financial statements of the institution for the previous three (3) years prior to the date of application (or such shorter period since establishment),
 - 3.2.3. A certificate by an accountant registered with a recognised control body regarding the estimated turnover of the institution, in the case of a newly established institution, and
 - 3.2.4. A listing of the membership of the institution at the time of the application (as appropriate).
- 3.3. Approval by the Municipal Manager, in consultation with the Chief Financial Officer, based on the qualifying criteria outlined in the principles above, as ascertained from the documentation submitted.

4. DISQUALIFICATION

Should the institution at any stage operate outside the qualifying criteria, as stated above, or fail to apply for special tariffs at the beginning of a municipal financial year, it will be disqualified from receiving the special tariffs.