

UGU DISTRICT MUNICIPALITY

TARIFF OF CHARGES 2024/2025 WITH EFFECT FROM 1 JULY 2024 (EXCLUDING VAT)

1. COUNCIL'S CHARGES FOR WATER SUPPLIED TO CONSUMERS

- (a) All consumers with a private water connection will be liable for the payment of a basic charge irrespective of whether water is supplied or not. The basic charge shall be calculated by multiplying the quota of a consumer by the amount of the basic charge tariff.
- (b) Charges for water supplied shall be calculated by multiplying the consumption of the consumer by the applicable tariff code, by category of consumer.
- (c) The following tariff and basic costs will be implemented on all accounts submitted on or after **1 July 2024** based on the quota as allocated to the meter.
- (d) The production cost incurred by the municipality in producing one (1) kilolitre of water is **R22.72 excluding VAT.**
- (e) The 6 kilolitres free will only be limited to indigent customers. Non indigent customers will be charged on all water usage.
- (f) All overdue accounts will be charged 6.9% interest per annum.
- (g) The security deposit amounts for new connections per quota will be as follows: - R1 000.00 for Urban customers, R200 for Rural customers, R2 000.00 for Tenants.
- (h) A security deposit for accounts opened for private contractors that dispose domestic sewer effluent at the municipal WWTW is R6 000.00.

CONSUMPTION CHARGE

1. Properties zoned as Special and General Residential - Category A

A: INDIGENTS CUSTOMERS

	2023/2024	2024/2025	% Increase	
0 to 6 Kl	Free		Indigent only	Indigent customers
7 – 39kl	19.8	22.77	15%	Break even
40 – 51kl	31.57	36.31	15%	Surplus
>52kl	35.56	40.89	15%	Surplus

B: NON-INDIGENTS CUSTOMERS

	2023/2024	2024/2025	% Increase	
0 – 39kl	19.80	22.77	15%	Break even
40 – 51kl	31.57	36.31	15%	Surplus
>52kl	35.56	40.89	15%	Surplus

2. Multi-unit residential - Estates AND OTHER bulk users

Total Monthly Quota as per Service Level Agreement- Category B

	2023/2024	2024/2025	% Increase	
For water consumption up to quota	19.80	22.77	15%	Break even
For water drawn in excess of quota	35.65	41.00	15%	Surplus

3. Commercial, Industrial or other- Category C

	2023/2024	2024/2025	% Increase	
For water consumption up to quota	20.86	23.99	15%	Break even
For water drawn in excess of quota	39.55	45.48	15%	Surplus

4. Special Category - Category D

Basic to be determined as per Service Level Agreement
Water Consumption determined as per Service Level Agreement

5. Harry Gwala District Municipality

	2023/2024	2024/2025	% Increase	
For water consumption	8.76	10.07	15%	Deficit

BASIC CHARGE

1. Category A to D (i.e. Residential and Special Residential Properties)

- (a) A monthly basic charge per kilolitre quota (or part thereof) per day which cost shall be paid at Council's option by the consumer and/or legal owner of the property serviced by the meter – **R201.27 (2023/2024 R175.02)**

Consumers residing in areas currently categorised as rural areas by the municipality will receive a 75% rebate on the basic charge. **R150.95 (2023/2024: R43.76)**

- (b) A monthly basic charge per kilolitre quota of **0.71 kilolitres** per day, which cost shall be paid at Council's option by the consumers residing in areas currently categorised as sub-economic by the municipality – **R50.32 (2023/2024: R124.26)**

*All unmetered rateable properties will be charged a basic charge per month as determined by Council from time to time – **R201.27 (2023/2024 R175.02)**

2. Water and Sanitation Basic Charges- other

Category	Adjusted billing to
Schools	One Basic per meter + Charge per Kilolitre
Religious institutions & non-profit organisations	One Basic per meter + Charge per Kilolitre
Industrial	Calculated Quota

3. COUNCIL'S CHARGE FOR A NEW WATER AND SANITATION CONNECTION

3.1 WATER

SIZE	2023/2024	2024/2025	% Increase
15 mm [Other]	4 858.32	5 587.07	15%
20 mm	8 800.55	10 120.63	15%
25 mm	11 406.21	13 117.14	15%
40 mm	17 851.60	20 529.34	15%

SIZE	Deposit Required	
50mm	12 000.00	Cost plus 10%
75mm	13 000.00	Cost plus 10%
100mm	14 000.00	Cost plus 10%
50mm combination	16 000.00	Cost plus 10%

3.2 SANITATION

SIZE	2023/2024	2024/2025	% Increase
110mm standard connection, 6m from the boundary of the property to be connected	3 096.53	3 561.01	15%
160mm Standard connection 6m from the boundary of the property to be connected	3 983.03	4 580.48	15%
SIZE			
110mm under gravel, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	
160mm under gravel, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	
110mm under tarmac road, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	
160mm under tarmac road, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	

4. COUNCIL'S CHARGES FOR MISCELLANEOUS SERVICES

	SERVICE	2023/2024	2024/2025	% INCREASE
4.1	Testing water meters 15 mm and 20 mm	1 997.01	2 296.56	15%
4.2	Reconnection/Requested Disconnection of supply	421.46	484.68	15%
4.3	Reconnection of supply outside working hours	1 838.14	2 113.86	15%
4.4	Restriction (Credit control)	431.73	496.49	15%
4.5	Disconnection (Credit control)	1 007.35	1 158.45	15%
4.6	Special meter readings	1 439.03	1 654.88	15%
4.7	Inspection of leaks in terms of Section 23(c)	1 920.82	2 208.94	15%
4.8	Any other service	N/A	N/A	
4.9	For water drawn from an unmetered point of supply per hour or part thereof	1 467.82	1 687.99	15%
4.1	For water drawn from a hydrant standpipe	19.8	22.77	15%
4.11	Availability charge per fire hydrant standpipe	151.66 per month per fire hydrant	174.41 per month per fire hydrant	15%
4.12	Water supplied by tanker less/equal to 6kl	2 075.80	2 387.17	15%
4.13	Plan approval fee	456.69	525.19	15%
4.14	Inspection Fee per visit	929.44	1 068.86	15%
4.15	Manual Clearance Certificates Fee	966.39	1 111.35	15%
4.16	Electronic Clearance Certificates Fee	479.99	551.99	15%
4.17	Drainage Certificate Fee	377.4	434.01	15%

	SERVICE	2023/2024	2024/2025	% INCREASE
4.18	Application in terms of New Planning Act	4 694.15	5 398.27	15%
4.19	Town Planning Applications	456.69	525.19	15%
4.20	Miscellaneous charges	Cost + 10%	Cost + 10%	
4.21	Administration fee/ Town Planning related matters	369.71	425.17	15%
4.22	Administration fee/ Town Planning related matters	929.44	1 068.86	15%
4.23	Administration fee for dishonoured payments	100.00	100.00	0%
4.24	Sale of Tender documents	1 000.00	1 000.00	0%

- The price for tender documents has now been standardised to cost R1 000.00

5. COUNCIL'S CHARGES FOR SANITATION SERVICES

		2023/2024	2024/2025	% INCREASE / (DECREASE)
5.1	Waterborne Sanitation (All Areas)			
	Residential			
	Basic Charge (per unit / per property)	285.31	328.11	15%
	Charge per kilolitre (water consumption)	6.16	7.08	15%
	Conservancy with a Main line facility to Pay 2 x basic fee	570.62	656.21	15%
	Industrial/Commercial			
	Basic Charge (per quota)	285.31	328.11	15%
	Charge per kilolitre	8.91	10.25	15%
5.2	For any sewage effluent delivered to the sewerage works for processing, per kilolitre or part thereof	46.24	53.18	15%
5.3	Conservancy Tank Clearances (All Ugu)			
	Residential			
	Basic Charge (per unit/ per property)	285.31	328.11	15%
	Charge per kilolitre (water consumption)	6.16	7.08	15%
	SINGLE RESIDENTIAL UNITS			
	§ FIRST LOAD 100% OF APPROVED TARIFF –	918.64	1 056.44	15%
	§ SECOND LOAD 70% OF APPROVED TARIFF-	643.05	739.51	30% rebate
	§ THIRD LOAD AND MORE 50% OF APPROVED	459.32	528.22	50% rebate

		2023/2024	2024/2025	% INCREASE/ (DECREASE)
	As approved by a municipal inspector Industrial/Commercial Basic Charge (per quota) Charge per kilolitre <i>Conservancy tank customers will receive one load per month included in the basic charge tariff</i>	285.31 8.91	328.11 10.25	15% 15%
5.4	Adhoc Vacuum tanker services (All Ugu) For each draw requested	918.64	1 056.44	15%
5.5	Removal of conservancy tank effluent: - - For the removal of conservancy effluent per load or part thereof after normal office hours (Monday to Friday). An applicant for the supply of a conservancy service shall pay a deposit equivalent to the rand value of the number of estimated additional monthly draws anticipated.	3 637.63	4 183.27	15%
5.6	1) Conservancy tank additional draws are performed on a cash basis, unless there is a consumer account reflecting an appropriate deposit. 2) Conservancy tank draws shall be performed within 48 hours of request and/or confirmation of receipt of monies. 3) It is the responsibility of the person requesting a draw to get a reference number for follow-up queries.	616.99 628.59 440.74	709.54 722.88 506.85	15% 15% 15%
5.7	Septic Tank Charge: - Umdoni Municipality - Per Draw Provided: i) The septic tank must be located and exposed by the owner. ii) The effluent in the septic tank must be liquefied by the owner. iii) The septic tank must be accessible for removal. This service is performed on a cash basis only.	2 312.19	2 659.02	15%
5.8	Leachate Removal Charge: Umdoni Municipality - Per Draw	415.05	477.31	15%

6. Tariff of charges for GIS Copies of Maps – all prices excl vat

Size	Colour Copy		Black and White Copy		Standard photocopy		% Increase / (Decrease)
	2023/2024	2023/2025	2023/2024	2024/2025	2022/2023	2024/2025	
A0	471.60	494.71	235.8	247.35			4.9%
A1	353.68	371.01	176.83	185.49			4.9%
A2	235.8	247.35	110.13	115.53			4.9%
A3	142.39	149.37	70.72	74.19	11.77	12.35	4.9%
A4	0	-	58.93	61.82	4.71	4.94	4.9%
Electronic Soft copy on CD	116.76	122.48					4.9%
Images (per MB)			58.93	61.82			4.9%

7. 1 CAPITAL CONTRIBUTIONS FOR 2024/2025

Capital contribution shall be based on the actual demand and actual current cost that each development requires as calculated by a registered Civil Engineer and agreed to by Ugu Water Services Authority. The design shall be in terms of the Guidelines for Engineering Services and the National Building Regulations (SANS 0400).

	2023/2024	2024/2025	% Increase/ Decrease
Water Acquisition per cost of one quota (=1kl)	18 671.36	19 586.26	4.9%
Sanitation Acquisition per cost of one quota (=1kl)	19 592.37	20 552.40	4.9%
VTS Acquisition per cost of one quota (=1kl)	9 444.99	9907.79	4.9%

7.2 QUOTA

Quota can be bought at the rate (tariff) applicable when the development was constructed.

7.3 NUMBER OF BASIC CHARGES

Number of Basic charges shall be based on the actual number of units for each property. The number of basic charges shall be calculated as per the Guidelines for Engineering Services and based on the number of units, unit size and consumption per unit.

8. INDUSTRIAL EFFLUENT CHARGES

- The charges payable by the owner or occupier, as the case may be, of the manufacturing premises for the use of the Council's sewers in respect of the discharge and conveyance therein of trade effluent from the manufacturing premises, including the use of the Council's sewage purification works for purification of the trade effluent, shall be determined in accordance with the provisions of this by-law. Accounts will be rendered as soon as possible after each period of six months ending on 31st December, or 30th June of each year and shall apply to such periods. Where during any such six monthly period there has been a change of ownership or occupancy necessitating an apportionment of the amount due to the Council, the Council will apportion the amount between the parties concerned in a manner proportionate to the quantity of trade effluent discharged during the relevant respective periods of ownership or occupancy. Nothing herein shall be construed as

preventing the Council from submitting accounts on a monthly basis should such practice be considered more expedient by the Council.

The General Manager: Water Services may base the trade effluent charge as described in paragraph (p) section (a), on the highest COD of one, or more samples collected from the trade effluent sampling point.

The charge to be levied by the General Manager: Water Services in respect to trade effluent discharged into its sewers from manufacturing premises shall be assessed in accordance with the following formula: -

$$R = A + ((\text{COD}/1000) \times B)$$

WHERE

R is the rate in cents per kilolitre due to the Council.

A is the basic carriage tariff expressed in cents per kilolitre, determined annually in advance by the Council. The value of A is R10.79

B is the basic treatment tariff expressed in cents per kilogram of COD, determined annually in advance by the Council. The value of B is R1.02

COD is the chemical oxygen demand value expressed in milligram of COD per litre of effluent recorded in snap samples of effluent collected as and when deemed fit by the General Manager: Water Services.

The charges payable by the owner or occupier will also include any other charges as may be applicable.

- A copy of the methods of chemical analysis and testing procedures used to determine the COD for the purpose of calculating the charge equation described above shall be kept available by the General Manager: Water Services for inspection by the owner or occupier of any premises concerned. The method of chemical analysis will in all respects follow the STANDARD METHODS FOR WATER ANALYSES published by the SOUTH AFRICAN BUREAU OF STANDARDS being SABS METHOD 1048 – CHEMICAL OXYGEN DEMAND OF WATER.
- In the absence of any direct measurement, the quality of trade effluent discharged into the Council's sewers from any manufacturing premises during any period shall be estimated and determined by the General Manager: Water Services by reference to the quantity of water consumed on such premises during such period. The quantity of water consumed on such premises shall be determined by reference to the Council's water meters in the case of water obtained from the Council and by meter or by calculation in the case of water obtained from any other source, including water emerging from material processed on the premises. In determining the quantity of trade effluent so discharged, due allowance shall be made for the quality of water which it is estimated is used for domestic purposes including gardening on such premises or any other purpose not resulting in the discharge of trade effluent and for water lost by reaction or evaporation during any processes on the manufacturing premises concerned and for water present in the final products or materials produced on such premises and, generally, the District Municipality shall take into consideration such matters as will enable it to estimate for the purpose of the by-laws the quantity of trade effluent discharged as aforesaid during any given period.

Industries linked to water borne sewer will be liable for the sanitation basic fee and charges per kilolitre as per charges set, over and above the industrial effluent charge, based on the calculated quota.

9. **ACCEPTANCE OF SEWAGE DELIVERED BY ROAD HAULAGE**

Description	2023/2024	2024/2025	% Increase/ Decrease
The charges for any sewage delivered for disposal to any Council facilities shall be assessed by an authorised officer in accordance with the prescribed tariff of charges:			
(a) Disposal of trade effluent from within the Council's area of jurisdiction delivered by private road tanker to Council facilities Per tanker load	1 016.44	1168.906	15%
(b) Disposal of trade effluent from without the Council's area of jurisdiction delivered by private road tanker to Council facilities Per tanker load	1 823.62	2 097.16	15%
(c) Disposal of domestic effluent from within or without the Council's area of jurisdiction to Council facilities (i) delivered by private road tanker per kilolitre, measured as the nominal carrying capacity, of the tanker	303.92	349.508	15%
(ii) delivered by private road haulage in drums per drum of capacity not exceeding 150 litres	60.77	69.8855	15%

10. **TARIFFS FOR INSTALLATION OF BASE TELECOMMUNICATION STATIONS**

The MONTHLY tariffs for the new installation and the renewal of existing leases of base telecommunication stations on municipal property shall be as per the below mentioned tariff of charges which has increased by 4.9%:

New installation

- R10 221.24 (**2023/2024: R9 743.79**) on property with an existing structure.

Tower erected on Municipal land (a Greenfield site)

- R5 110.60 (**2023/2024: R4 5871.88**) for Co-Locators (Sub-leases)

Billed to the main lessee, applicable to new leases signed or renewed after 1 July 2012

-R2 044.25 (**2023/2024: R1 948.76**) for antennae's with no base stations

Dependant on technical criteria, frequency emissions and site size being no greater than 5m2

It should be noted that for a single installation, a lease agreement will be entered into with one service provider. In the event of co-use of telecommunications masts by cellular network providers, the primary service provider with whom the municipality entered into lease agreement will be responsible for the account.

Existing leases

The renewal of existing leases will be as per the signed SLA

The escalation percentage will be as per the signed SLA

11. **OFFENCES AND PENALTIES**

Any offences and/or penalties raised by the municipality shall be affected in terms of the Ugu Public Health Bylaws which was adopted on 25th May 2017 under Resolution No. 10.2.6 by the Ugu District Municipality, Provincial Gazette No. 1965 of 21 June 2018.

ENVIRONMENTAL HEALTH PROPOSED TARIFFS AND CHARGES

		2023/2024	2023/2025	% Increase/ Decrease
1	Causing of public health hazard or nuisances	1 500.00	1 573.50	4.9%
	FOOD			
2	Failure to operate a food handling premises with a valid certificate of acceptability	1 000.00	1 049.00	4.9%
3	Failure to comply with standards and requirements for food Premises including butcheries (handling of meat), and caterers	1 000.00	1 049.00	4.9%
4	Failure to comply with standards and requirements for the storage and transport of food	500.00	524.50	4.9%
5	Failure to comply with general requirements for vending carts	500.00	524.50	4.9%
6	Failure to display a valid COA	500.00	524.50	4.9%
	WATER POLLUTION			
7	Failure to comply with wastewater runoff and disposal from premises which may impact on public health	1 000.00	1 049.00	4.9%
8	Dumping/littering and/or disposal of any waste in an unauthorized area	1 000.00	1 049.00	4.9%
9	Failing to maintain uninterrupted and adequate water supply to premises	1 000.00	1 049.00	4.9%
	SANITARY SERVICES			
10	Failure to maintain the fat/grease trap in good order	1 500.00	1 573.50	4.9%
11	Failure to comply with condition of toilets, urinals, backyards and refuse areas	1 500.00	1 573.50	4.9%
12	Failure to keep drains, sanitary fitments, and sewer systems in good order	1 500.00	1 573.50	4.9%
13	Failure to comply with the environmental health requirements of childcare services	2 000.00	2 098.00	4.9%

		2023/2024	2023/2025	% Increase/ Decrease
	DISPOSAL OF THE DEAD			
14	Failure to operate funeral undertaker's premises without a valid certificate of competence	2 000.00	2 098.00	4.9%
15	Failure to comply with the conditions of certificate of competence for funeral undertakers and mortuary	2 000.00	2 098.00	4.9%
	BURIAL SITES AND BURIALS			
16	Failure to comply with the minimum requirements for a crematorium facility	2 500.00	2 622.50	4.9%
17	Failure to comply with the requirements for transportation of mortal remains	2 500.00	2 622.50	4.9%
	KEEPING OF ANIMALS			
18	Failure to comply with the requirements for premises of keeping of animals	1 000.00	1 049.00	4.9%
	SCHEDULED TRADES			
19	Conducting a scheduled trade operation without approval	2 500.00	2 622.50	4.9%
	CHARGES			
	FOOD			
1	Issuing of Amendment, Renewal or Duplicate Certificate of Acceptability	500.00	524.50	4.9%
2	Application fee for caterers' events permit	200.00	209.80	4.9%
3	Re-inspection of a food premises for finalization of issuing of Certificate of Acceptability	500.00	524.50	4.9%
4	Renewal of Certificate of Acceptability for caterers and mobile units	200.00	209.80	4.9%
	DISPOSAL OF THE DEAD			
5	Issuing Certificate of competence in respect of funeral undertakers and mortuaries	1 000.00	1 049.00	4.9%
6	Permit to operate a crematorium	1 000.00	1 049.00	4.9%

12. **SPORTFIELDS AND MULTI – COURTS TARIFFS 2022/2023**

	SERVICE	2023/2024	2024/2025	% Increase/ Decrease
1	SOCCER FIELDS			
	1.1 Ad Hoc Daily Charges - Sporting Events			
	(Per field or part thereof).			
	1.1.1 Hire by clubs, associations, schools, welfare organisations and Religious Organisations			
	If a gate levy or event fee is charged, then the hire fee will be either 15% of gross gate levy or the tariff, whichever is the greater. PER GAME			
	- FIELD A	905.65	950.03	4.9%
	- FIELD B	627.84	658.60	4.9%
	- FIELD C	627.84	658.60	4.9%
	1.1.2 Hire by Professional clubs:			
	(i) Soccer Match - FIELD A	3 333.69	3 497.04	4.9%
	- FIELD B	2 778.06	2 914.18	4.9%
	- FIELD C	2 778.06	2 914.18	4.9%
	1.1.3 Hire by Professional Clubs for training sessions only (Per day or part thereof) one day prior to the day of the match - FIELD B only			
	1.2 Hire Flood Lights - Per hour or part thereof	627.84	658.60	4.9%
	1.2.1 Schools and amateur clubs - FIELD A (100 lux)	148.16	155.42	4.9%
	- FIELD B (100 lux)	148.16	155.42	4.9%
	1.2.2 Practice - MAIN FIELD (200 lux)	259.28	271.98	4.9%
	- FIELD B (200 lux)	259.28	271.98	4.9%
	1.2.3 Event - MAIN FIELD (500 lux)	1 000.10	1 049.10	4.9%
	1.3 Corporate Events - Daily Charges			
	- FIELD A	8 445.35	8 859.17	4.9%
	- FIELD B	7 178.38	7 530.12	4.9%
	Flood Lights - as per hourly charge item 1.2			
2	MULTI-COURT CHARGES			
	Netball, Volleyball, Basketball, Korfball, Other			
	2.1 DAILY CHARGES per Court			
	per session to a maximum of 4 hours,	130.89	137.30	4.9%
	Thereafter per hour or part thereof.	21.28	22.32	4.9%
	2.2 MONTHLY CHARGES per court			
	per court, applicable to clubs, schools, & associations.	282.43	296.27	4.9%
	2.3 HIRE FLOOD LIGHTS - Per hour or part thereof			
	2.3.1 Schools and Amateur clubs	208.58	218.80	4.9%
	2.3.2 Commercial users	305.59	320.56	4.9%

	SERVICE	2023/2024	2024/2025	% Increase/ Decrease
	OTHER			
3	DAILY CHARGES			
	3.1 Use of ablutions/ changerooms for sporting and other events taking place outside the facility (per change room unit)	643.43	685.25	4.9%
	3.2 CLUB HOUSE			
	(i) Hire of functions room only, not connected with an event at the stadium, per 4 hour or part thereof	208.67	222.23	4.9%
	(ii) V.I.P. Lounge - Per hour per room.	391.27	416.70	4.9%
	3.3 Driving schools - Driver training in the parking area- per month	408.67	435.23	4.9%
4	INDOOR CENTRE			
4.1	Balls, Dances, Discotheques, Banquets,			
	Exhibitions, Concerts, Shows, Competitions,			
	Conferences, Promotions, Pageants, Funerals, Memorial Services, Isikhumbuzo.			
	(i) Per hour or thereof (min 4 hours hire) - weekdays	208.67	222.23	4.9%
	(ii) 50% for setting up/breaking down per hour Weekends	521.70	555.61	4.9%
4.2	Weddings, Thanksgiving, Birthdays, Graduation Ceremonies, Engagements, Umemulo			
	(i) Per hour or part thereof (min 4 hours hire)			
	(ii) 50% for setting up/breaking down per hour			
	Public assemblies, Lectures, Meetings, Seminars and Workshops			
4.3	Religious Services, Inkonzo yePhasika, School entertainment and functions			
	(i) Per hour or part thereof (min 4 hours hire)	173.90	185.20	4.9%
	(ii) 50% for setting up/breaking down per hour			
4.4	Public assemblies, Lectures, Meetings, Seminars and Workshops			
	(i) Per hour or part thereof (min 4 hours hire)	608.66	648.22	4.9%
	(ii) 50% for setting up/breaking down per hour			
5	Sport, Recreation and Cultural practices, competitions and tournaments incl. music, drama and dance			
	(i) For once off events and tournaments			
	per hour or part thereof (min 4 hours hire)	434.75	463.01	4.9%
	(ii) Club/Association/Federation training and coaching,			
	per hour or part thereof (min 4 hours hire)	260.85	277.81	4.9%
	(iii) 50% for setting up / breaking down per hour.			

13. PROMOTION OF ACCESS TO INFORMATION ACT (PAIA) SCHEDULE OF FEES (Act No. 2 of 2000)
[Regulation 6]

A request for access to a record, as contemplated in Section 18(1) of the Act, must be made in the form of Form A – PAIA REQUEST FOR ACCESS TO RECORD.

FEE STRUCTURE

Fees chargeable for the records of Ugu District Municipality;

A.	REPRODUCTION FEES	2023/2024	2024/2025	% Increase/ Decrease
1	For every photocopy of an A4 Size page or part thereof	1.22	1.28	4.9%
2	For every printed copy of an A4 size page or part thereof held on a computer in electronic or machine-readable form	0.86	0.90	4.9%
3	For a copy in a computer readable form on;			
3.1	Compact Disc (CD)	81.26	85.24	4.9%
3.2	Digital Video Disk (DVD)	81.26	85.24	4.9%
4				
4.1	For transcription of visual images for an A4 size page or part thereof			
4.2	For a copy of visual images			
5				
5.1	For a transcription of an audio record, for an A4 size page or part thereof	27.72	29.08	4.9%
5.2	For a copy of an audio record	37.91	39.77	4.9%
6	The request fee payable by every requested, other than a personal requestor referred to in section 22(1) of the Act	71.05	74.53	4.9%
B.	ACCESS FEES			
	Access fees payable by a requester referred to in section 22(7) of the Act, unless exempted under section 22(8) of the Act			
1	For every photocopy of an A4 Size page or part thereof	1.22	1.28	4.9%
2	For every printed copy of an A4 size page or part thereof held on a computer in electronic or machine readable form	0.90	0.94	4.9%
3	For a copy in a computer readable form on;			
3.1	Compact Disc (CD)	81.26	85.24	4.9%
3.2	Digital Video Disk (DVD)	81.26	85.24	4.9%
4				
4.1	For transcription of visual images for an A4 size page or part thereof	44.68	46.87	4.9%
4.2	For a copy of visual images	121.85	127.82	4.9%
5				
5.1	For a transcription of an audio record, for an A4 size page or part thereof	24.38	25.57	4.9%
5.2	For a copy of an audio record	67.28	70.58	4.9%
6	To search for the record for disclosure, excluding the first hour, reasonably required time for such a search.	R31.48 per hour or part of an hour	R33.02 per hour or part of an hour	4.9%

14. COUNCIL'S TARIFF OF CHARGES FOR ATMOSPHERIC EMISSIONS LICENCE PROCESSING

- (a) All activities listed in terms of section 21 of the NEM-Air Quality Management Act (Act no. 39 of 2004) and Section 6 of Ugu District Municipality Air Quality Management by-law will be subject to the payment of an AEL processing fee.
- (b) The cost shall be calculated by using the AEL processing fee calculator which is prescribed by Ugu District Municipality with due consideration given to a myriad of factors.
- (c) The fee shall be implemented on all AEL applications submitted to the Air Quality Officer (AQO) for scrutiny and approval.

Atmospheric Emission Processing fees

	2023/2024	2024/2025	% Increase/ Decrease
Application for new Atmospheric Emission License	R10 000.00 per listed activity	R10 490.00 per listed activity	4.9%
Application for Atmospheric Emission License Review	R10 000.00 per listed activity	R10 490.00 per listed activity	4.9%
Application for Atmospheric Emission License Renewal	R5 000.00 per listed activity	R5 245.00 per listed activity	4.9%
Application for Atmospheric Emission License transfer	R 2 000.00	R 2 098.00	4.9%