

1. **SUMMARY OF CHANGES TO POLICIES**

The complete detailed policies are available on the municipal website – [www.stevetshwetelm.gov.za/finance/budget related policies 2022/2023](http://www.stevetshwetelm.gov.za/finance/budget%20related%20policies%202022/2023) for public scrutiny.

Amendments to policies are written in red ink (**example**).

2. **New policies**

One (1) Inventory Policy

3. **Amended existing policies**

3.1 Free Basic Services & Indigent Support Policy

6. **CRITERIA FOR QUALIFICATION FOR INDIGENT SUPPORT**

- (a) *Monthly income is less than ~~R3 600,00~~ R 3 780, 00 per month (state social grant).*

- (b) *the party to whom the residential property is awarded in the event of a divorce (divorce decree); or*

- (c) *where a deceased estate has not been wound up;*
 - (i) *in the case of a deceased estate, in whose name the residential property is registered, any heir to whom the registered property has been bequeathed (letter of authority/will); or*
 - (ii) *a surviving spouse, where the surviving spouse was married in community of property to the deceased, and where the residential property is registered in both spouses' names, and the surviving spouse is the sole heir; or*
 - (iii) *a surviving spouse, who was married in community of property to the deceased, together with any other heirs, if any, where the residential property is registered in the name of that deceased; or*
 - (iv) *in the case where a portion of a residential property is registered in the name of a deceased estate, the surviving registered owners together with the heirs to the deceased estate; or*

- (d) *in the event of the residential property being registered in the name of a trust,*
 - (i) *the beneficiaries, for the meantime, of a testamentary trust established in terms of the Administration of Estates Act, 66 of 1965; or*
 - (ii) *the trustees together with any beneficiaries, for the meantime, of a trust established in terms of the Trust Property Control Act, 57 of 1988; or*

- 10. **ADMINISTRATION OF INDIGENT SUPPORT**

- 10.3 **Delistment of indigent support**

- (a) Should an indigent use more than an average of six hundred and fifty (650) units of electricity for the preceding financial year such persons will be delisted from the indigent scheme by August of each year and the full municipal account will be payable. The consumer can only reapply for indigent support after six (6) months from being delisted by council *only if the electricity consumption has declined below 650 units during this period.*
- (b) *Should there be an inspection performed and the ampere of the electricity tariff is incorrect but the other tariffs are linked as indigent, the applicant will be delisted.*
- (c) Indigents to be delisted will be informed by council in writing. The electricity supply restriction of 20 ampere will automatically be amended to 40 ampere life-line with the first prepaid token purchased by the consumer.
- (d) The above delistment can be reconsidered on an individual basis after considering any change in specific circumstances and motivation by the owner/account holder subject to the approval by the chief financial officer or delegated official.
- (e) Application forms for delistment must be finalized within five (5) working days from receipt.
- (f) Indigents who tampered with electricity will be removed from the indigent scheme for a minimum period of twelve (12) month

- (g) When a household request a second refuse bin, that household does not qualify for indigent support and will be delisted.

10.7 Indigent Register review

Every third (3rd) financial year the entire register will be reviewed. This process will resume in January of the preceding financial year and finalized before the commencement of the new financial year.

Any applications not received by 30 June will be delisted before the July billing.

4 Unchanged policies & By-laws

- Borrowing policy
- Budget policy
- Budget Virement Policy
- Asset management policy
- Blacklisting policy
- Borrowing policy
- Contractor development policy
- Cost containment policy
- Credit control & debt collection policy
- Funding & reserves policy
- Investment of surplus funds policy
- Impairment of Debtors write-off policy
- Pay day policy
- Petty Cash policy
- Methodology – classification treatment of land policy

- Unauthorised Irregular & Wasteful Expenditure
- Methodology – impairment and assessment of useful lives of assets policy
- Unclaimed Deposit policy
- Short term risk and liabilities policy
- Tariff Policy
- Credit control by-law
- Customer care and revenue management by-law
- Property Rates by-law