



## UMASIPALA WESITHILI SASE-SEDIBENG

### INCWADANA ENGEMISEBENZI KAMASIPALA WESITHILI SASE- KUNYE NESALATHISO SEEREKHODI ESIGCINWE NGMASIPALA NGOKWECANDELO LE-14 LOMTHETHO WOKUPHAKANYISWA KOFIKELELO KULWAZI, 2000

#### 1. JIKELELE

Icandelo le-14 lomThetho lifundeka ngale ndlela ilandelayo:

(1)

Kwiinyanga ezintandathu emva kokuqala kweli candelo okanye ukubakho kwequmrhu likarhulumente, igosa lolwazi lombutho karhulumente elibandakanyekayo kufuneka liqulunqe okungeni ngeelwimi ezintathu ezisemthethweni incwadana equlethe -

- (a) inkcazo yokwakhiwa kwawo kunye nemisebenzi yawo;
- (b) idilesi yeposi kunye nedilesi yesitalato, inombolo yomnxeba kunye neyefeksi kunye, xa ikhona i-imeyile yelectroniki yegosa lolwazi lombutho kunye neyesekele gosa lolwazi ngalinye lombutho owonyuliweyo ngokweCandelo 17(1);
- (c) inkcazo yesikhokelo ekubhekiselwe kuso kwiCandelo le-10, ukuba siyafumaneka, kunye nokuba ulufumana njani na ufikelelo kuso;
- (d) iinkcukacha ezaneleyo zoklulungiselela isicelo sofikelelo kwiirekhodi zombutho, inkcazo yezinto umbutho oneerekhodi zazo kunye neendidi zeerekhodi ezigciniweyo kumba ngamnye;
- (e) isaziso sakamva ngoweCandelo le-15(2), ukuba kukho nasiphi, ngokuphatelene neendidi zeerekhodi ezifumanekayo umntu engadanga acele ufikelelo ngokwalo mThetho;

- (f) inkcazo yeenkonzo ezifumanekayo, ezifumanekayo kumalungu oluntu kumbutho kunye nokuba ufikelela njani kwezo nkonzo;
- (g) inkcazo yalo naluphi na ulungiselelo okanye ummilelo kumntu (ngaphandle kombutho woluntu ekubhekiselwe kuwo kumhlathi (a) okanye (b)(i) wenkcazo yo 'mbutho karhulumente' kwiCandelo loku-1) ngokudibana, ukunika iintetho okanye ngenye indlela, ukuthabatha inxaxheba okanye ukuphemelela —
  - (i) ukwenziwa komgaqo-nkqubo; okanye
  - (ii) ukusetyenziswa kwamagunya okanye ukwenziwa kwemisebenzi, ngumbutho;
- (h) inkcazo yazo zonke iindlela zokulungisa ezifumanekayo ngokunxulumene nokwenza okanye ukusilela ukwenza ngumbutho; kunye
- (i) nolunye ulwazi olunjalo njengoko lunokumiselwa.

- (2) Umbutho karhulumente, ukuba kukho imfuneko, kufuneka uhlaziye kwaye upapashe incwadana yawo ekubhekiselwe kuyo kwicandelwana (1) ngamakhefu angekho ngaphezulu konyaka omnye.
- (3) Incwadana nganye kufuneka yenziwe ifumaneke njengoko kumiselwe..
- (4) (a) Ukuba imisebenzi yemibutho karhulumente emibini okanye ngaphezulu  
Inxulumene ngokusondeleyo, uMphathiswa ngesicelo okanye ngokwengqiqo yakhe unokumisela ukuba umbutho omnye okanye ngaphezulu kufuneka uqulunqwe incwadana enye kuphela .
- (b) Imibutho karhulumente ekuthethwa ngayo kufuneka yabelane ngeendleko zokuqulunqa kunye nokwenza kufumaneke incwadana enjalo njengoko uMphathiswa enokumisela.
- (5) Ngezizathu zokhuseleko, ulawulo okanye ezezimali, uMphathiswa, ngesicelo okanye imvume yakhe ngesaziso *kwiGazethe*, unokukhulula nawuphi na umbutho karhulumente okanye udidi lwemibutho karhulumente kuwo nawuphi na ummiselo weli candelo ngexesha uMphathiswa acinga ukuba lifanelekile.

## **2. INKCAZO YOKWAKHIWA KUNYE NEMISEBENZI KAMASIPALA WESITHILI SASE-SEDIBENG**

### **2.1 Imisebenzi ngokoMgaqo-siseko**

Icandelo le-152

- (1) Imisebenzi karhulumente wengingqi kuku—
  - (a) bonelela ngorhulumente wedemokhrasi nothatha uxanduva kuluntu lwengingqi;
  - (b) ukuqinisekisa ulungiselelo lweenkonzo kuluntu ngendlela ezinzileyo;
  - (c) ukuphakamisa uphuhliso lwezintlalo noloqoqosho;

- (d) ukuphakamisa okusingqongileyo okukhuselekileyo nokunempilo; kunye
  - (e) nokukhuthaza ukubandakanyeka koluntu nemibutho yoluntu kwimicimbi karhulumente wengingqi.
- (2) Umasipala kufuneka azamele, ngokwesikhundla sawo semali nolawulo, ukuphumeza imiba emiselwe (1).

ICandelo le-153 : Imisebenzi yophuhliso yoomasipala.

Umasipala kufuneka —

- (a) amisele kwaye alawule iinkqubo zakhe zolawulo, zohlahlo lwabiwo-mali nezoyilo ukunika okuphambili kwiimfuno ezisisiseko zoluntu, kunye nokuphakamisa uphuhliso lwentlalo nolwezoqoqosho loluntu; kunye
- (b) nokuthabatha inxaxheba kwiinkqubo zophuhliso zesizwe nezephondo.

ICandelo le-156 : Amagunya nemisebenzi yoomasipala.—

- (1) Umasipala unegunya lesigqeba ngokunxulumene, kwaye unelungelo lokulawula—
  - (a) imicimbi karhulumente wengingqi edweliswe kwiSigaba B seShedyuli yesi-4 kunye neSigaba B seShedyuli 5; kunye
  - (b) nayo nayiphi na eminye imicimbi enikwe yena ngumthetho lwesizwe okanye lwephondo.
- (2) Umasipala unokwenza kwaye asebenzise imithetho kamasipala yolawulo olusebvanzayo lwemicimbi enelungelo lokuyilawula.
- (3) Ngokuxhomekeke kwiCandelo le-151(4), umthetho kamasipala ophixana nomthetho wesizwe kunye nowephondo awukho mthethweni. Ukuba ngaba akukho impixano phakathi komthetho kamasipala kunye nomthetho wesizwe okanye wephondo ongasebenziyo ngenxa yempixano ekubhekiselwe kuyo kwiCandelo le-149, umthetho kamasipala kufuneka uthathwe njengosemthethweni ukuba nje loo mthetho awukasebenzi.
- (4) Urhulumente wesizwe kunye noorhulumente bamaphondo kufuneka babele umasipala, ngesivumelwano kunye nangokuxhomekeke kuzo naziphi na iimeko, ulawulo lomcimbo odweliswe kwiSigaba A seShedyuli yesi-4 okanye iSigaba 5 seShedyuli yesi-5 esinxulumene norhulumente wengingqi, ukuba—
  - (a) umcimbi lowo unokulawulwa kakuhle kwingingqi;
  - (b) umasipala unako ukuwulawula.
- (5) Umasipala unelungelo lokusebenzisa naliphi na igunya eliphathelene nomcimbi oyimfuneko, okanye ofanele, ukusebenza okubonakalayo kwemisebenzi yakhe.

ICandelo le-229 :Amagunya nemisebenzi yemali.—

- (1) Ngokuxhomekeke kumacandelwana (2), (3) nele-(4), umasipala unokuwisa—

- (a) amazinga entlawulo kwipropati kunye nentlawulo eyongezelelweyo kwimali yeenkonzo ezinikiweyo ngumasipala okanye ezinikwe egameni lakhe umasipala lowo; kwaye
  - (b) xa egunyaziswe ngumthetho wesizwe, ezinye iirhafu, iilevi, kunye neentlawulo ezifanelekileyo kurhulumente wengingqi okanye kudidi lukarhulumente wengingqi elo lo masipala uwela kulo, kodwa akukho masipala onokubeka irhafu yengeniso, irhafu yentengo, irhafu yentengiso jikelele okanye enye irhafu ehlawulayo.
- (2) Igunya likamasipala lokuwisa irhafu kwipropati, imali eyongezelelweyo kwimali yeenkonzo ezinikwe ngumasipala okanye ezinikwe egameni lakhe, okanye ezinye iirhafu okanye iimali zerhafu ezizezinye ezihlawulwayo —
- (a) alinakusetyenziswa ngendlela eyakubeka engozini ngokungafanelekanga imigaqo-nkqubo yezoqoqosho, imisebenzi yezoqoqosho kwimida yonke yoomasipala, okanye ukuhanjiswa kwesizwe kwempahla, iinkonzo, inkunzi okanye umsebenzi;
  - (b) kwaye linokulawulwa ngumthetho wesizwe..
- (3) Xa oomasipala ababini benamagunya afanayo ezimali kunye nemisebenzi ngokuphathela nommandla omnye, ulohlulo olufanelekileyo lwaloo magunya kunye nemisebenzi malwenziwe ngokomthetho wesizwe. Ulwahlulo lunokwenziwa kuphela emva kokuthathela ingqalelo okuengani ezi ndlela zinokusetyenziswa zilandelayo:
- (a) Imfuno yokuthobela imithetho-siseko elungileyo yokurhafisa.
  - (b) Amagunya kunye nemisebenzi eyenziwe ngumasipala ngamnye.
  - (c) Amandla ezimali kamasipala ngamnye.
  - (d) Ukusebenza okubonakalayo nokwanela ekonyusweni kweerhafu , iilevi kunye nezinye iirhafu.
  - (e) Ubulungisa
- (4) Ayikho into kweli candelo enqanda ukwabelana ngengeniso eyenziwe ngokweli candelo phakathi koomasipala abanamagunya emali kunye nemisebenzi kwindawo enye.
- (5) Umthetho wesizwe ocingelwa kweli candelo unokuwiswa kuphela emva kokuba urhulumente wengingqi olungiselelweyo kwaye iKomishoni yeziMali kunye neyeMali kaRhulumente kudityenwe nazo, kwaye naziphi na izincomo, kwaye naziphi na izincomo zeKhomishoni zithathelwe ingqalelo.

## 2.2 ISIMO NOKWAKHIWA

UMasipala wesiThili saseSedibeng nguMasipala wesiThli oye wabakhona ngokomThetho wokwaKhiwa kukamasipala njengoko utshintshiwe.I-DC4 kaMasipala weSithili imi kwinxenye ekumazantsi ePhondo lase-Gauteng, kwaye uquka iidolophu zembali i-Sharpeville ne-Vereeniging.

Ummandla wejografi kamasipala ngama-4200.3286 eekhilomitha zesikwere.

UMasipala weSithili saseSedibeng owaziwa njengokuba liBhunga likaMasipala oMbhaxa we-Lekoa Vaal, wafumana igama lawo kuMLambo i-Vaal, ekuthiwa ngumlambo iLekoa ngeseSotho. UMasipala weSithili saseSedibeng wasekwa ngonyaka ka-2000 kwimbali etyebileyo ye-Evaton, Heidelberg, Sharpeville, Boipatong, Sebokeng, Vereeniging, Vanderbijlpark, Vaal Oewers, Vaal Marina, Suikerbosrand nezinye iindawo ezininzi ezinika umdla.

## **OOMASIPALA BENGINGQI**

Bathathu oomasipala bengingqi kwiSithili, ngaba:

- ⇒ UMasipala weNgingqi wase-Emfuleni,
- ⇒ UMasipala weNgingqi weLesedi ;
- ⇒ UMasipala weNgingqi we-Midvaal.

EMFULENI uneeWadi ezingama-43.

ILESEDI ineeWadi ezili-11.

I-MIDVAAL ineeWadi ezili-9.

Xa kukonke, iSithili saseSedibeng sineeWadi ezingama-63.

UMasipala weSithili saseSedibeng ngumasipala wodidi **C** ngoko ke kulindeleke ukuba anikeze iinkonzo ezithile, hayi kuphela nje kuluntu, kodwa nakoomasipala bengingqi ngokunjalo.

Ezi ziquka :

- ⇒ Imveliso yaseMarikeni eFreshi
- ⇒ IiNkonzo zeMpilo
- ⇒ Ukhathalelo lweMpilo oluSisiseko
- ⇒ IiNdlela
- ⇒ Izithuthi
- ⇒ EzoMiilo noHlangulo
- ⇒ Ukunika iimvume
- ⇒ ULawulo lweNtlekele

## **AMACANDELO**

UMasipala weSithili saseSedibeng wohlulwe ngokwamaCandelo ama(hlanu)- 5.

- IiNkonzo ezibuTheleneyo (Corporate Services) (CorpServ);
- IiNkonzo zoluNtu (Community Services) (CS);
- Uyilo lweSicwangciso noPhuhliso lwezoQoqosho (Strategic Planning and Economic Development) (SPED);
- UThutho, izakhiwo nokusiNgqongileyo (Transport, infrastructure and Environment) (TIE); kunye

- NoNondyebo (Treasury) (T).

## **AMASEBE**

ICandelo ngalinye linalamaSebe alandelayo:

### **IiNkonzo eziButheleneyo (Corporate Services) (CorpServ)**

- IiNkonzo zomThetho nezeNkxaso
- ULawulo loLwazi
- ImiCimbi yabaSebenzi
- ULawulo lweziBonelelo
- ULawulo lweMisebenzi

### **IiNkonzo zoluNtu (Community Services) (CS)**

- UPhuhliso lweMpilo nolweNtlalo
- Ukhuselelo loluNtu
- IiNkonzo zoNyango zeNgxakeko
- Ezemidlalo, uloNwabo, ubuGcisa, iNkcubeko namaFa
- ULawulo lweeNtlekele
- I-Hiv ne-Aids

### **Uyilo loCwangciso, uPhuhliso loQoqosho (Strategic Planning, Economic Development), (SPED)**

- Uyilo loPhuhliso(
- UPhuhliso lwezoQoqosho ne-IDP
- IziNdlu
- UNxibelelwano
- ULawulo loLwazi

### **UThutho kunye nokuNgqongise izaKhiwo (Transport and Infrastructure Environment) (TIE)**

- UThutho kunye noYilo lwezaKhiwi
- UkuBhalisa nokunika iMvume
- OkusiNgqongileyo

### **UNondyebo**

- **Ulawulo lweMali noHlahlo lwabiwo-mali**
- **ULawulo lokuThengwa kweMpahla nokuFunwa kweeNkonzo**

**UKWAKHIWA KOMBUTHO KAMASIPALA**



## **IMISEBENZI KAMASIPALA WESITHILI SASESEDIBENG**

Umsebenzi ongundoqo kaMasipala weSithili saseSedibeng kukunika iinkonzo kuluntu oluwela phantsi kweSithili. Icaandelo ngalinye lifaka igalelo lalo apha ngeendlela ezahlukeneyo

Oku kwenza ukuba uluntu oluncedwa nguMasipala weSithili saseSedibeng ibe ngabantu abangundoqo ekusetyenziswana nabo.

UMasipala weSithili saseSedibeng uzobe kwaye waphumeza uYilo lweSicwangciso, olunoku:

- ⇒ Ukuyila uqoqosho
- ⇒ Ukuvuselela uqoqosho lwethu
- ⇒ Ukuvuselela okusingqongileyo kwethu
- ⇒ Ukuhlenganisa kwakhona ummandla wethu
- ⇒ Ukukhulula ukuba nako kwabantu
- ⇒ Ulawulo olulungileyo noluzinzileyo kwezemali.

phakathi kwezinye izinto, iinjongo zikaMasipala weSithili sase-Sedibeng afuna ukuziphumeza.

Ngaphandle koluntu ngokubanzi, amaqela awohlukeneyo nakhethekileyo nawo kusetyenziswana nawo, afana noluntu lwezoshishino ngokunxulumene nophuhliso lwezozoqoqosho nokhenkwetho, ulutsha nabasetyhini, njl. njl.

## **IIREKHODI EZIGCINWE NGUMASIPALA WESITHILI SASESEDIBENG**

Zingokwezi ndidi zingundoqo zilandelayo:-

- UYILO LWESICWANGCISO
- UMTHETHO
- IZIGQIBO ZEBHUNGA
- IIREKHODI ZABASEBENZI
- IIREKHODI ZEMALI
- IITHENDA, INTELEKELELO YAMAXABISO NEEKONTRAKI
- II-AJENDA
- AMAXWEBHU OMTHETHO
- IILAYISENSI NEEMVUME
- UXWEBHU LWE-IDP
- IMITHETHO KAMASIPALA



## **2.3 IIMFANELO EZINGUNDOQO ZAMASEBE**

### **2.3.1 UMphathi kaMasipala**

Ukwakhiwa, uphuhliso nolawulo lolawulo olunoqoqoqsho, olusebenzayo noluthatha uxanduva, ngokungqinelana noRhulumente weNgingqi: umThetho kaMasipala wezaKhiwo, 1998 kunye neminye imithetho esebenzayo.

### **2.3.2 UThutho nokuNgqonge izaKhiwo**

#### **2.3.2.1 UNikezo lwaManzi**

Injongo: Ukunika iinkonzo ezingabizi kakhulu kunye nokugcina nokuphuhlisa izakhiwo ezinxulumene nawo.

#### **2.3.2.2 UGutyulo naManzi aMdaka**

Injongo: Ukubonelela ngenkonzo yogutyulo neyokucoca amanzi kunye nokulondoloza nokuphuhlisa izakhiwo ezibandakanyekayo.

Injongo: Ukuyilela izakhiwo ezisebenzayo nezinokugcinakala zeenkono zamanzi nezogutyulo kunye nolungiselelo lombane.

#### **2.3.2.3 liNdlela naManzi eSikhukhula**

Injongo: Ukubonelela ngeendlela ezingabiziyo kunye neenkono zamanzi ezikhukhula kunye nokulondoloza nokuphuhlisa izakhiwo ezizakusetyenziswa luluntu.

Injongo: ukuyila nokunika iindlela ezisebenzayo nezoneleyo nezakhiwo zamanzi ezikhukhula.

#### **2.3.2.4 Inkunkuma eQinileyo**

Injongo: Ukuqinisekisa ukuincitshiswa kwenkunkuma eqinileyo ukuze kubonelelwe ngezibonelelo zokulahla inkunkuma eqinileyo ezisebenzayo nezingabiziyo.

#### **2.3.2.5 EzoThutho**

Injongo: Ukubonelela ngenkqubo yezothutho ekhuselekileyo, eyoneleyo nehlanganisiweyo kunye nezibonelelo kwisithili.

#### **2.3.2.6 lilayisensi**

Injongo: Ukunika iinkonzo yobhaliso nokunikwa kweelayisensi zeemoto okusebenzayo kwisithili.

#### **2.3.2.7 liNkonzo zeMpilo zikaMasipala**

Injongo: Ukuqinisekisa imo esingqongileyo ecocekileyo nengenalo ungcoliseko

Injongo: Ukudala okusingqongileyo okunempilo ngokunika iinkonzo zempilo zikamasipala kwisithili xa sisonke..

#### **2.3.2.8 ULawulo lokusiNgqongileyo**

Injongo: Ukwakha intsebenziswano ukuqinisekisa ukuqondwa kokusingqongileyo okuhlanganisiweyo, uyilo nolawulo.

Injongo: Ukumisela okusingqongileyo okukhuselekileyo apho abantu banokuzibonakalisa ngokupheleleyo.

### **2.3.2.9 ULawulo loMgangatho woMoya**

Injongo: Ukunika inkonzo ezibanzi zolawulo lomgangatho womoya kwisithili.

### **2.3.3 liNkonzo zoluNtu**

#### **Uphuhliso lwempilo nololuntu**

Injongo: ukuqinisekisa ulungiselelo lweenkonzo zophuhliso lwempilo kunye nentlalo ezibanzi, ezidityanisiweyo, ezinokugcinakala nezikumgangatho ophezulu ukuze zincele ukwehlisa ukungakhuseleki kunye nobuhlwempu ukwenza okusingqongileyo okuvumayo kuphuhliso oluzinzileyo ngentsebenziswano nabo bazinikezeleyo ekwakheni uluntu olukhathalayo ngokunjalo nokuphucula umgangatho wobomi.

#### **2.3.3.1 Ukhuseleko loluntu**

Ukukhusela nokugcina okusingqongileyo okukhuselekileyo okungenalo ulwaphulo-mthetho kuluntu lwase-Sedibeng ngokuququzelela kunye nokulungiselela ukhuselo loluntu olwaneleyo nokusebenzayo olunikelwa ukuphumeza uluntu olungenalo ulwaphulo-mthetho.

#### **2.3.3.2 liNkonzo zoNyango zeNgxakeko**

Injongo: Ukusabela rhoqo kwizicelo zoncedo kwisimo sengxakeko.

Ukunika izakhono zonyango ezikhethekileyo zokusindisa ubomi kunye nokwehlisa ukwenzakala kwizimo zengxakeko ngexa kuhanjiswa izigulane.

Injongo: Ukubonelela ngezibonelelo zothutho ezikhethekileyo kwizigulane ezifuna ukhathalelo lonyango.

Injongo: Ukufundisa uluntu ngokuba lwenze ntoni na kwisimo sengxakeko.

#### **2.3.3.3 AmaFa**

Injongo: Ukuthatha inkcubeko yezembali eyohlukeneyo kunye neempembelelo zayo kwiinkcubeko nakumafa awohlukeneyo.

Injongo: Ukuphakamisa ukuqonda okufanelekileyo kunye nokulondolozwa kwembali yengingqi/yommandla kunye neempembelelo zayo kuluntu ngokusekwa kwamaziko afanelekileyo kunye/okanye nentsebenziswano namaziko asele ekhona ukuncedisa ekwamkelweni nokunyamezelwa kweyantlukwano ngokwamafa nenkcubeko.

#### **2.3.3.4 I-SRAC**

Injongo: Ukulungelelanisa nokuququzelela ngokucwangcisa ezemidlalo, ubugcisa, inkcubeko kunye nophuhliso lwezibonelelo zolonwabo, ukukhuliswa kwetalente kuqukwa ukuphakanyiswa kweyantlukwano yenkcubeko notshintsho.

### 2.3.3.5 ULawulo lweNtlekele

Injongo: Ukuphuhlisa nokuphumeza uyilo nezicwangciso ezipheleleyo zolawulo oluhlanganisiweyo lwentlekele kwaye oko kwenziwe ngendlela engheke ibize imali eninzi kunye nangendlela ekuthatyathwa inxaxheba kuyo oko kuqinisekisa ukuzilungiselela koluntu lwethu ekuthinUmnxebaeni kunye nasekusabeleni kwiintlekele.

: Ukucima umlilo kummandla wesithili sikamasipala xa sisonke, okuquka:

- Uyilo, ulungelelwaniso kunye nokulawulwa kweenkonzo zomlilo;
- Iinkonzo ezikhethekileyo zokucima umlilo njengasezintabeni, wemadlweni kunye neenkonzo zomlilo zekhemikhali;
- Ulungelelwaniso lokufaniswa kwezakhiwo, izithuthi, izixhobo neenkqubo;
- Ukuqeqeshwa kwamagosa acima umlilo.

### I-HIV ne-AIDS

Injongo: ukuxhasa nokuququzelela ulungiselelo lweemfuno ezizinzileyo eziqhutywa ziinkonzo ze-HIV ne-AIDS ezifikelekayo nezingabizi kakhulu, ngolawulo lwentsebenziswano nokubambisana ngo:

- Ngokolula ukuhlanganiswa koluntu kunye namaphulo okufundisa;
- Ukolula iinkonzo zonyango, ukhathalelo nenkxaso;
- Ukwenza okusingqongileyo okuvumayo kubasebenzi kunye neentsapho zabo;
- Ukwandisa usabelo kumacandelo amaninzi ukuze kubekho ulungelelwaniso olusebenzayo.

### 2.3.4 UYilo lweSicwangciso noPhuhliso loQoqosho

Eli candelo longamela kwaye lilungelelanise uyilo lwesicwangciso lwesithili ngokunjalo neenkonzo eklufuneka zinikezwe. Oku kuseebzna uyilo lophuhliso oluhlangeneyo (integrated development planning) (IDP) ukulawulwa kokusetyenziswa koMhlaba (Land use management (LUMS), Uphuhliso lwendawo ebiyelweyo, iindawo zokuhlala abantu, uphuhliso loqoqosho lwengingqi, ukhenketho, ulawulo lolwazi ngokunjalo nonxibelelwano nopapasho lommandla.

#### 2.3.4.1 UYilo loPhuhliso - LUMS

Injongo: Ukulungelelanisa ukuphuhlisa kweNkqubo-Sikhokelo yeziThuba eHlanganisiweyo (integrated Spatial Development Frameworks) (SDFs) kunye neNkqubo zokuLawula ukuSetyenziswa koMhlaba (Land Use Management Systems) (LUMS) kwisithili, kuqukwa nokuphuhlisa kweNkqubo zoLwazi zeJografi (Geographic Information Systems) (GIS) ezihlanganisiweyo.

#### **2.3.4.2 UYilo loPhuhliso – liProjekithi eziKhethekileyo**

Injongo: Ukulungelelanisa uyilo nophuhliso lweeprojekithi ezikhethekileyo ezihlanganisiweyo ku- 2010 nangaphaya. Ulungelelwaniso lweeprojekithi eziKhethekileyo kuquka ukulawula iNkxaso yokuPhuhlsiwa kweNtsebenziswano kubuMelwane (Neighbourhood Development Partnership Grant) (NDPG) iinkqubo zeeNdawo eziBiyelweyo e-Sharpeville, iNdawo eziBiyelweyo zoluNtu, ngokunjalo neNdawo eBiyelweyo kuPhuhliso loNxweme loMlambo kunye neelokishi ezibekwa phambili ezingamashumi amabini (20 PTP).

**2.3.4.3** Injongo: Ukulungelelanisa zonke iinkqubo ezinxulumene nezindlu kunye noyilo kummandla waseSedibeng.

#### **2.3.4.4 UPhuhliso loQoqosho lweNgingqi (Local Economic Development) (LED)**

Injongo: Ukulungelelanisa zonke iinkqubo zophuhliso loqoqosho zengingqi kuquka neenkqubo zasemaphandleni nezolimo, ii-SMMEs, kunye nophuhliso noyilo lomgaqo-nkqubo wezoqoqosho.

#### **2.3.4.5 Ukhenketho**

Injongo: Ukulungelelanisa uyilo olunxulumene nokhenketho nokuphakanyiswa kweenkqubo zophuhliso lokhenketho zommandla okwiSedibeng kunye nangaphaya kwayo.

#### **2.3.4.6 ULawulo noPhando loLwazi**

Injongo: Ukulungelelanisa nokuphuhlisa iinkqubo zophando lolawulo lolwazi zesithili nge-community of practice (COP).

#### **2.3.4.7 Unxibelelwano nokuPapasha:**

Injongo: Ukulungelelanisa nokuphuhlisa iinkqubo zonxibelelwano nokupapasha kummandla wesithili saseSedibeng nangaphaya kwaso, ngokunjalo nokuphuhlisa kwewebhu. Oku kuquka ulawulo lwemisitho neebhrendi zesithili sase Sedibeng.

#### **2.3.4.8 UYilo loPhuhliso oluHlanganisiweyo (UIntegrated Development Plans) (IDP)**

Injongo: Ukulungelelanisa nokuphuhlisa uYilo loPhuhliso oluDityanisiweyo ( Integrated Development Plans (IDPs) kwisithili ngokubanzi ngeenkqubo zothabatho nxaxheba loluntu kunye nonxulumano lwabo basebenzisanayo (iinkqubo zopolitiko nezisekelwe kuluntu)

#### **2.3.5 UNondyebo**

Injongo: Ukunika ulawulo lweenkonzo zokuthengwa kwempahla nokunikwa kweenkonzo nolawulo lwezimali okuthatha uxanduva kuMasipala weSithili saseSedibeng, kunye nokonyusa ukuqokelelwa kwengeniso.

#### **2.3.6 liNkonzo eziButheleneyo**

### **2.3.6.1 IiNkonzo zomThetho nezeNkxaso**

Injongo: Ukunika iinkonzo ezibutheleneyo zenkxaso ezingundoqo kuMasipala weSithili saseSedibeng.

- : Ukunika iinkonzo zomthetho kuMasipala weSithili saseSedibeng.
- : Ukunika iinkonzo zoomabhalana kuMasipala weSithili saseSedibeng.
- : Ukunika iinkonzo zolawulo kuMasipala weSithili saseSedibeng.
- : Ukunika iinkonzo zoshicilelo kuMasipala weSithili uMasipala weSithili saseSedibeng.
- : Ukunika iinkonzo zonxibelelwano lwangaphakathi kuMasipala weSithili saseSedibeng.

### **2.3.6.2 ImiCimbi yabaSebenzi**

Injongo: Ukunika iNkonzo yeMicimbi yabaSebenzi enguNdoqo kuMasipala weSithili saseSedibeng.

### **2.3.6.3 Ulawulo loLwazi**

Injongo: Ukunika ubuchwepheshe bolwazi neenkonzo zenkxaso.

#### **2.3.6.4 ULawulo lweziBonelelo**

Injongo: Ukunika ulondolozo jikelele loku kulandelayo:

- Imihlaba nezakhiwo
- Oomatshini njengelifti namagumbi abandayo
- Umbane
- Ukutywina imibhobho yamanzi

Ukunika ulawulo oluquka oku kulandelayo:

- Ukulungoswa kwezithuthi zebhunga
- Ukubhalsiwa kwezithuthi zebhunga
- Ulawulo jikelele

#### **2.3.6.5 ULawulo lweziNto eziluNcedo**

Injongo: ukunika ulawulo lwemisebenzi yebhunga eyile:

Isikhululo seenqwelo-moya. Izikhululo zeeteksi kunye neMarike yeMbveliso eFreshi

### **2.3.7 Isithethi**

Ibhunga likamasipala linosihlalo ekuthiwa sisiThethi okhethwe ngokwecandelo lama-36 lomThetho kaRhulumente weNgingqi: izaKhiwo zikaRhulumente, 117 ka-1998.

Imisebenzi yesithethi sebhunga likamasipala-

- ukuchophela iintlanganiso zebhunga;
- ukwenza imisebenzi nokusebenzisa amagunya anikwe isithethi ngokwecandelo lama-59 lomThetho wooRhulumente beNgingqi: iiNkqubo zikaMasipala, 2000(umThetho wama-32 ka-2000); Kufuneka baqinisekise ukuba ibhunga okungenani lidibana ngekota;
- kufuneka sigcine ucwangco ngexa leentlanganiso;
- Siqinisekise ukuthobela kwibhunga kunye neekomiti zebhunga kweKhowudi yokuziPhatha emsielwe kwiShedyuli yoku-1 yomThetho wooRhulumente beNgingqi: iiNkqubo zikaMasipala, 2000(umThetho wama-32 ka-2000); kwaye
- kufuneka siqinisekise ukuba iintlanganiso zebhunga ziqhutywa ngokungqinelana nemithetho nemiyalelo emileyo yebhunga.

### **2.3.8 USodolophu weSigqeba**

Ibhunga likamasipala linoSodolophu weSigqeba owonyulwe ngokwecandelo lama- 55 lomthetho karhulumente wengingqi: izakhiwo zikamasipala, we-117 ka-1998.

Imisebenzi kunye namagunya kaSodolophu weSigqeba –

- uSodolophu weSigqeba unelungelo lokufumana iingxelo kwiikomiti zebhunga likamasipala kunye nokudlulisela le ngxelo kunye nezincomo kwibhunga xa umcimbi ungenakuyekwa nguSodolophu weSigqeba ngokwamagunya anikwe uSodolophu weSigqeba;
- ukwezna imisebenzi edweliswe kwicandelo lama-56(2) (a-h) lomthetho kaRhulumente weNgingqi: wezaKhiwo zikamasipala;
- ukudlala indima yemisitho njengoko ibhunga likamasipala linokumisela;
- ukunika ingxelo kwibhunga likamasipala ngazo zonke izigqibo ezithathwe nguSodolophu weSigqeba;

I-Ofisi kaSodolophu weSigqeba yi-Ofisi yezoPolitiko enabasebenzi abalithoba (9). I-Ofisi kaSodolophu weSigqeba inceda amalungu oluntu eza kuyo ezokufuna uncedo kwimiba ephatheleen nawo. I-ofisi ijonga iiprojekithi kunye namaphulo kaSodolophu weSigqeba. Ikwalawula kwaye iququzelele imisitho.

### **2.3.9 IiKomiti zeeWadi (umThetho wokwaKhiwa kukaMasipala we-117 ka-1998)**

#### **Ziintoni iiKomiti zeeWadi?**

IiKomiti zeeWadi ziikomiti ezisekelwe iwadi nganye kamasipala ukuze kolulwe uthabatho nxaxheba kumasipala.

#### **UKwakhiwa kweeKomiti zeeWadi**

Iikomiti zeeWadi zinoceba (usihlalo) omele iwadi ethile kunye nabantu abangekho ngaphezulu kwabalishumi abakhethiweyo abamele amaqela awohlukeneyo kluntu lwengingqi.

#### **ImiSebenzi kunye namaGunya eeKomiti zeeWadi**

Iikomiti zeeWadi zenza izincomo kuwo nawuphi na umcimbi ochaphazela iwadi yawo kuceba wewadi okanye kwibhunga okanye kusodolophu wesigqeba oko kusenziwa ngoceba waloo wadi.

### **2.3.10 OoCeba**

#### **Ngubani uceba?**

Uceba lilungu lebhunga likamasipala.

#### **Ngubani onganguceba?**

Ummi ngamnye ofanelekileyo ukuba avote kwibhunga likamasipala elithile unelungelo lokuma njengomgqatswa ongakhethwa njenguceba.

## **3. ULWAZI JIKELELE NGOKUPHATHELENE NOMASIPALA**

### **a. Uhlahlo lwaBiwo-Mali?**

#### **Yintoni uHlahlo lwaBiwo-Mali lukaMasipala?**

Uhlahlo lwabiwo-mali lonyaka lukaMasipala luqulethe iingqikelelo zayo yonke ingeniso elindelekileyo ukuba ifunyanwe ngexa lonyaka-mali ophela ngowama-30 Juni lowo uhlahlo lwabiwo-mali lunxulumene, luqikelela inkcitho yaloo nyaka-mali yangoku, luqikelela inzala kunye netyala, luqikelela inkcitho eyinkunzi yaloo nyaka-mali kunye neempembelelo eziqukelelwayo zaloo nkcitho kwiminyaka-mali yexa elizayo.

## **UkuVunywa koHlahlo lwaBiwo-Mali**

Ibhunga likamasipala kufuneka kunyaka-mali ngamnye, livume uhlahlo lwabiwo-mali kwingeniso yokusebenza nenkcitho kunye nenkcitho eyinkunzi ngokunjalo ke litsala imali kwiNgxowa-mali yalo yeNgeniso oko likwenzela iimfuno zikamasipala (umThetho woLawwulo lweMali kaMasipala wama-56, ka-2003).

### **b. UYilo loPhuhliso oluHlanganisiweyo**

#### **Yintoni uYilo loPhuhliso oluHlanganisiweyo?**

Yinkqubo abathi oomasipala abalungisa kuyo uyilo lwewsicwangciso sophuhliso ithuba leminyaka emihlanu.

Uyilo loPhuhliso oluHlanganisiweyo olwamkelwe libhunga likamasipala lunokutshintshwa kwaye lihlale lisebenza de uYilo loPhuhliso oluHlanganisiweyo lwamkelwe libhunga elilandelayo elonyuliweyo. Ngoko ke uYilo loPhuhliso oluHlanganisiweyo ludityaniswa nexesha lokubamba i-ofisi lamagosa kamasipala.

### **c. Ukuthengwa kwempahla nokufunwa kweenkonzo**

#### **Yintoni Ukuthengwa kwempahla nokufunwa kweenkonzo?**

Ukuthengwa kwempahla nokufunwa kweenkonzo kubhekisele kwinkqubo yokufumana impahla kunye neenkonzo ngumasipala, ngokungqinelana nomgaqo-nkqubo owamkelwe libhunga. Xa kufunyanwa impahla kunye neenkomzo, ooMasipala kufuneka baqinisekise ukuba kuyangqinelana nenkqubo efanelekileyo, enobulungisa, engafihlwanga, enokhuphiswano kwe engabizi kakhulu.

### **d. IiRhafu**

#### **Yintoni iirhafu?**

Iirhafu zimele iintlawulo ezirhafiswa libhunga kubaxhasi ngokusetyenziswa kweenkonzo (umzekelo imali ehlawulelwa iilayisensi njl. njl.) ezinikwa nguMasipala. Iirhafu zinokubalwa ngeendlela ezahlukeneyo, ngokuxhomekeke kubunjani benkonzo enikiweyo.

### **e. Umgaqo-nkqubo woLawulo lweKhredithi, Ukucaphuka nokuQokelelwa kweTyala**

#### **Yintoni umgaqo-nkqubo wokulawulwa kwekhredithi, ukuqokelelwa kwetyala?**

Ulawulo lwekhredithi nokuqokelelwa kwetyala kubhekisele kwiindlela zolawulo, iinkqubo kunye neenkqubo ezimiselwe nguMasipala zokuqokelela ingeniso elindelekileyo kunye nehlawulwayo kwiinkonzo zakhe kwiinkonzo ezinikiweyo kunye nemali ehlawulwayo neerhafu ezenziweyo.

## **4. Iinkcukacha jikelele zoqhagamshelwano**

## **IINKCUKACHA ZOQHAGAMSHELWANO ZAMAGOSA OLWAZI, OOSEKELA MAGOSA OLWAZI KUNYE NAMANYE AMAGOSA APHEZULU KAMASIPALA WESITHILI SASESEDIBENG**

Igama UMasipala weSithili saseSedibeng



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**4. ICANDELO LE-10 LISIKHOKELA UKUBA SIWUSEBENZISA NJANI LO MTHETHO**

Isikhokelo siyakufumaneka kwiKomishoni yamaLungelo oluNtu yoMzantsi Afrika.

**5. IIREKHODI ZEENDIDI KUNYE NEZINTO EZIGCINIWEYO**

Uluhlu lwamaxwebhu agcine izinto ayakuhlaziywa ixesha nexesha kwaye abaceli kufuneka baqhagamshelane negosa lolwazi okanye amasekela alo ukufumanisa ukuba irekhodi engabhalwanga igcinwe nguMasipala na, nokuba iyafumaneka na kunye nodidi lwayo ngaphaya koko.

Uluhlu lweerekhodi olufumanekayo ekungafunwa sicelo kuzo luyakuhlaziwa ixesha nexesha kwaye abaceli kufuneka baqhagamshelane negosa lolwazi okanye amasekela alo ukufumanisa ukuba irekhodi engadweliswanga igcinwe nguMasipala na, nokuba mhlawumbi iyafumaneka na ukuze kubonwe ulwazi olukhoyo kwiindidi ze-5.1 ne-5,2 inkqubo engekho sikweni exelwe kumhlathi wesi-6 iyalandelwa.

**5.1 Iindidi ezifumaneka ngokuzenzekelayo kubasebenzi ngaphandle kwesicelo esisesikweni**

Ezi rekhodi zilandelayo ziyafumaneka ngokuzenzekelayo **ngesicelo** kubo bonke abasebenzi kwaye akukho mfuneko yokuba zicelwe ngokungqinelana nenkqubo exelwe kumhlathi wesi-6 ngasezantsi:

- 5.1.1 iirekhodi zabasebenzi ziyafumaneka kwifayile yomsebenzi;
- 5.1.2 iirekhodi zamatyala oluleko kunye nemicimbi enxulumene noko ziyafumaneka kumsebenzi;
- 5.1.3 imgaqo-nkqubo kamasipala, iinkqubo nezikhokelo kunye nawo onke amaxwebhu uluntu jikelele njengoko kudwelisiwe ku-5.2 ngasezantsi lunelungelo kuyo ngaphandle kokucela ufikelelo kuwo ngokwecandelo lesi-6 ngasezantsi.

## 5.2 **Iindidi ezifumanelka ngokuzenzekelayo kuluntu ngaphandle kwesicelo esisesikweni**

### 5.2.1

#### **UluNtu Jikelele**

- 5.2.1.1 isaziso sokusekwa kweBhunga;
- 5.2.1.2 iibrosha zonxulumano noluntu kunye neencwadi ezipapashiweyo;
- 5.2.1.3 okukhutshelwe abeendaba;
- 5.2.1.4 ii-ajenda zentlangansio ephelileyo yebhunga kunye nezinye iikomiti zeBhunga kukhutshelwa ngaphandle ezi nxenye zinxulumene nemicimbi yabasebenzi kwaye ezo ngokomthetho obandakanyekayo zinokukhutshelwa ngaphandle ngokunjalo nemiba edwelisiwe kwisi-6 ngaseza;
- 5.2.1.5 uYilo loPhuhliso oluHlanganisiweyo lukaMaipala weSithili saseSedibeng;
- 5.2.1.6 umgaqo-nkqubo woLawulo lokuThenga neeNkonzo laMasipala weSithili saseSedibeng, nomgaqo-nkqubo woyilo lobulungisa kwingqesho, uyilo lophuhliso lwezakhono nolawulo lwekhredithi kunye nokuqokelelwa kwetyala;
- 5.2.1.7 amaxwebhu, iingxelo, amayilo, imigaqo-nkqubo neenkqubo, umxholo ekufuneka uMasipala weSithili saseSedibeng ekufuneka azise ngawo uluntu jikelele ngokomthetho osebenzayo wobukho bawo, iingxoxo zebhunga kumxholo okanye ekufuneka **ukuba** upapashwe ngamakhefu ukuze kunikwe izimvo luluntu okanye uthathelwe ingqalelo luluntu;
- 5.2.1.8 umthetho osebenza kuMasipala weSithili saseSedibeng;
- 5.2.1.9 iithenda okanye intelekelelo yamaxabiso yamaxwebhu ethenda ngokunxulumene nethenda ekhutshiweyo kunye/okanye intelekelelo yamaxabiso ebizwa nguMasipala weSithili saseSedibeng.
- 5.2.1.10 iiTshatha zeNkonzo
- 5.2.1.11 imizuzu yeentlanganiso zebhunga okanye yezinye iintlanganiso zekomiti.

### 5.2.2 **Iindidi ezikhethekileyo zabantu**

likopi zamaxwebhu ethenda, iilevi, ukubhaliswa kwethenda okanye nawaphi na amanye amaxwebhu angeniswe ngumntu, ngaphandle kokuba umceli ungenise uxwebhu olungakhutshelwanga olukuMasipala weSithili saseSedibeng.

### 5.2.3 **Iindidi ezingafumaneki ngokuzenzekelayo**

Ezi ndidi zilandelayo azifumaneki ngokuzenzekelayo kwaye inkqubo esesikweni echazwe kwisi-6 ngasezantsi kufuneka ilandelwe ukufikelela kwezi rekhodi:

### 5.3.1 **Iirekhodi zabasebenzi**

Ezi ziquka oku kulandelayo:

- ulwazi lobuqu, iimbali zengqesho kunye neerekhodi zempilo;
- iirekhodi zabasebenzi ezinikwe uMasipala weSithili saseSedibeng ngabasebenzi bakhe;
- iirekhodi ezo iqela lesithathu elizinike uMasipala weSithili saseSedibeng ezimalunga naye nawuphi na umsebenzi;
- uqeqesho nophuhliso;
- iimeko zengqesho kunye nezinye iirekhodi ezinxulumene nezekontraki kunye nezomthetho zabasebenzi;
- iirekhodi zokuhlola zangaphakathi;
- iirekhodi zeemali-mboleko noncedo lwemali zangaphakathi; kunye
- nezinye iirekhodi zangaphakathi kunye nembalelwano.

### 5.3.2

#### **Iirekhodi ezinxulumene nomxhasi nomhlawuli werhafu**

Ezi ziquka oku kulandelayo:

- iirekhodi abahlawuli berhafu nabaxhasi abazinikileyo kwiqela lesithathu elisebenzela okanye egameni lenkampani;
- iirekhodi iqela lesithathu elizinike uMasipala weSithili saseSedibeng;
- iirekhodi ezenziwe nguye okanye phakathi kuMasipala weSithili saseSedibeng eziphathelele nabaxhasi kunye nabahlawuli berhafu;
- ulwazi olunxulumene nezimali, imisebenzi kunye nembali yengqesho yakhe nawuphi na umntu ongenise ithenda, intelekelelo yamaxabiso, isindululo, isingeniso, intetho okanye isithembiso kuMasipala weSithili saseSedibeng kunikezo, ulungiselelo okanye ukufakwa kweenkonzo, imathiriyeli okanye izixhobo;
- iirekhodi zetransekhshini.

### 5.3.3 **Iirekhodi zikamasipala**

Ezi ziquka ezi zilandelayo:

- iirekhodi zemali;

- iirekhodi zokusebenza;
- ulawulo lweprojekithi, kuqukwa uyilo lokwakha, oomatshini kunye neencwadana zokusebenzisa, iinkqubo nokulondoloza;
- iidatabase;
- amalungelo abenzi, uyilo olubhalisiweyo neebhrendi;
- ukwazi ngobuchwepheshe;
- iirekhodi zobuchwepheshe bolwazi;
- ipropati yelungelo elikhethekileyo;
- iirekhodi zemveliso;
- iirekhodi zokupapasha nesicwangciso;
- imbalelwano yangaphakathi;
- iirekhodi zengxowa-mali yomhlalaphantsi;
- iirekhodi zemithetho;
- iirekhodi zokuthobela umthetho;
- umgaqo-nkqubo kunye neenkqubo zangaphakathi;
- iirekhodi ezinxulumene nonondyebo;
- ukhuseleko nobulungisa;
- iirekhodi zotyalo-mali;
- iirekhodi zenkxaso-mali;
- iirekhodi zokuphuma nokungena kwemali;
- naziphi na ezinye iirekhodi ezingadweliswanga apha nagsentla ezinokuba zigcinwe nguMasipala weSithili saseSedibeng.

#### 5.3.4 **Amanye amaqela**

Iirekhodi ezigcinwe nguMasipala weSithili saseSedibeng ezinxulumene noomasipala, imibutho karhulumente kunye namaqela kuqukwa iirekhodi zezimali, imbalelwano, iirekhodi zekontraki, iirekhodi ezinikwe ngamanye amaqela kunye neerekhodi amaqela esithathu azinikileyo malunga neekontraki zikamasipala kunye nabaniki zinkonzo ngokunxulumene neekontraki, abaniki zinkonzo, abancedisayo okanye iinkampani ezincedisayo, amaqabane amaphulo ahlanganelweyo kunye nabaniki zinkonzo.

Amaxwebhu eThenda kunye/okanye eNtelekelelo yamaXabiso ayakwenziwa ukuba afumaneke kumceli kuphela ukuba umceli utathelwa ingqalelo kwinkpnzo okanye kwinto ethile, kwaye kuphela ukuba isicelo sinxulumene noxwebhu olukhethekileyo oluceliweyo.

## **6. ULUCELA NJANI UFIKELELO KWIREKHODI**

6.1 Inqubo engekho sikweni yokucela iirekhodi ezifumaneka ngokuzenzekelayo.

6.1.1

- 6.1.1.1 Apho irekhodi eza kucelwa inxulumene necandelwana elinye kwaye ufikelelo ke apho kusenokwenzeka ukuba lunikwe ngokuzenzekelayo ngaphandle kwesicelo sokufikelela kulo ngokomthetho, ukuze ke kuphetshe ulibaziseko olungeyomfuneko ngokokukhawuleza ukusebenza, umceli okukhethekayo kufuneka enze isicelo sakhe ngqo kwelo candelwana libandakanyekayo.
- 6.1.1.2 Isicelo esichazwe kumhlathi owandulelayo okukhethekayo kufuneka kuqala kwigosa elikwicandelwana eliguinyazisiweyo ukuba linike okanye lilungiselele ufikelelo kulo. Igosa okanye umsebenzi onjalo mhlawumbi uya -
- 6.1.1.2.1 kwala okanye anike ufikelelo kuloo rekhodi; okanye
- 6.1.1.2.2 adlulisele umceli kugunyaziwe ophezulu, okanye
- 6.1.1.2.3 anike okanye alungiselele ufikelelo kulo ukuba, xa ethathela ingqalelo yonke imiba neemeko ezisebenzayo kufanelekile ukukwenza oko, kwaye ukuba kufanelekile, ngokuxhomekeke kwiimeko ezinjalo ezinokuwiswa nguMasipala weSithili saseSedibeng.
- 6.1.1.3 Ukuba umceli akonelisekanga ngesiphumo sesicelo sakhe okanye isicelo ekubhekiselwe kuso ngasentla, kufuneka ke asenze kwakhona isicelo siyedkwigosa elinegunya eliphezulu njengegosa ekubhekiselwe kulo ku-6.1.1.2 ngasentla kwaye, elinokuthatha ingqalelo ngokufanelekileyo, iya kuba ngoyena mntu ufanelekileyo oyakuthathela ingqalelo isicelo kwaye agunyaziswe ukuba axoxe ngomba kwaye anike okanye alungiselele ufikelelo ngaphaya koko.
- 6.1.1.4 Ukuba ngaba irekhodi ebandakanyekayo ayiyonelisi indlela esetyenziswayo ebekwe ngasentla okanye ukuba umceli akonelisekanga ngesiphumo sesicelo sakhe esibhekisewle ngasentla, umceli unokusebenzisa inkqubo yangaphakathi yokubhena njengoko ibekiwe ngasezantsi.

## 6.2 Inkqubo yokucela irekhodi engafumaneki ngokuzenzekelayo

- 6.2.1 Isicelo serekhodi kufuneka senziwe kwiFom A (iSicelo sokuFikelela kwiRekhodi kuMbutho kaRhulumente) ebekwe kwiGazethi kaRhulumente R187 yomhlal we-15 Febuwari 2002, ehlonyelwe apha njengeFom A.
- 6.2.2 Umceli kufuneka anike iinkcukacha ezoneleyo kwifom yesicelo ukuze igosa lolwazi ilkwazi ukuchonag irekhodi kwaye umceli kufuneka akhombise kwakhona ukuba loluphi na uhlobo lofikelelo olufunekayo, kufuneka akhombise kwakhona ukuba unqwenela ukwaziswa ngesigqibo kwisicelo ngayo nayiphi na enye indlela (kwaye ukuba kunjalo, axele olo hlobo kunye neenkukacha eziyimfuneko ekufuneka zaziswe) makachonge ilungelo lokuba ufuna ukuseebnzisa okanye ukhuselo lwelo lungelo, kwaye ngenye indlela agcwalise ifom yesicelo. Ukuba isicelo senziwa egameni lomnye umntu umceli kufuneka angenise ubungqina besikhundla enza ngaso isicelo kude koneliseke igosa lolwazi.
- 6.2.3 Umceli kufuneka ifom emiselweyo kwiGosa loLwazi kwidilesi, inombolo yomnxeba, inombolo yefeksi okanye kwidilesi ye-imeyile yelectroniki exelwe kwisi-4 ngasentla.
- 6.2.4 Ezi ntlawulo zesicelo zilandelayo ziyahlawulwa ngumceli ngamnye, ngaphandle komceli wobuqu, ngaphandle kokuba isicelo silungiswe ngokungaphaya:
- ama-R35 (amashumi amathathu anesihlanu eerandi); kwaye
  - ukuba igosa lolwazi linoluvo lokuba iiyure ezintandathu ziyakuphela kukhangelwa, kulungiswa kwaye/okanye kusenziwa kwakhona irekhodi eceliweyo, idiphozithi

iyahlawulwa elingana nesiqingatha semali yofikelelo eyakuhlulwa xa ufikelelo lunikiwe.

- 6.2.5 IGosa loLwazi, msinyane kangangoko kufanelekileyo, kodwa ke kwiintsuku ezingama-30 ezisemva okuba kufunyenwe isicelo esifanelekileyo, luyakwenza isigqibo sokuba sisinike na okanye singasiniki isicelo lize ke lazise umceli ngaphaya koko.
- 6.2.6 Ukuba isicelo sofikelelo sinikiwe, isaziso ekubhekiselwe kuso ku-6.2.5 ngasentla siyakuxela imali ehalwulelwa ufikelelo emayihlawulwe xa kufikelelwa kwirekhodi, kunye nohlobo oluyakunikwa ngalo olo fikelelo.
- 6.2.7 Emva kokuba lunikiwe ufikelelo, ufikelelo ngqo kwirekhodi eceliweyo luyakunikwa ngoko nangoko xa kufanelekile.
- 6.2.8 Ukuba isicelo sofikelelo saliwe, intloko yolwazi iyakunika izizathu ezifanelekileyo zokwala kwaye umceli unokulandela iinkqubo zokubhena eszibekwe ngasezantsi.

## **7. linkqubo emazilandelwe ukuba isicelo sofikelelo kulwazi siyaliwa okanye asiphendulwa.**

7.1 Inggalelo ymceli iziswa koku kulandelayo:

- kwiimeko ezithile igosa lolwazi linelungelo lokwandisa ixewsha leentsuku ezingamashumi amathathu ekubhekiselwe kuzo ku-6.2.5 ngasentla ngokomThetho;
- kwiimeko ezithile igosa lolwazi linyanzelekile ukuba lazise iqela lesithathu ngesicelo serekhodi elo isicelo esinxulumene nalo kunye namalungelo eqela lesithathu elinjalo ukuba liphikisane nesigqibo sentloko yolwazi;
- kwiimeko ezithile igosa lolwazi linyanzelekile ukuba lale ufikelelo kwiirekhodi ezithile ngokomThetho.

Icandelo le-7(2) lomThetho wokuPhakanyiswa koLawulo lobuLungisa limisela ukuba akukho nkundla okanye nkundla yamatyala iyakujonga kwakhona isenzo sokuwiswa kwesigqibo ngaphandle kokuiba lonke ulungiso lwangaphakathi lusetyenziswe lwaphela.

7.2 Umceli unelungelo lokufaka kwiintsuku ezingamashumi amathathu emva kokufumana isaziso esibhaliweyo apho axelelwa khona ukuba isicelo sakhe saliwe, isibheni esibhaliweyo esiya kugunyaziwe ekubhekiselwe kuyo ku-7.3, esicacisa ngokucacileyo oku kulandelayo:

- umhla afumene ngawo isaziso ekubhekiselwe kuzo ku-6.2.5 ngasentla;
- izizathu ezipheleleyo zokuba kutheni ecinga ukuba isicelo saliwe ngokungafanelekanga ngokungekhi mthethweni;
- ukwenzakala okubangiweyo okanye okunokubangwa ngenxa yoko kwaliwa;
- nawuphi na omnye umba wemathiriyeli ngokoluvo lwakhe acinga ukuba uyabandakanyeka kwisicelo kunye/okanye onokumnceda ekubheneni kugunyaziwe ukuba athathele ingqalelo isibheni.

7.3 Ukuba saliwe isicelo lisekela gosa lolwazi isibheni ekubhekiselwe kuzo ku-7.2 ngasentla siyakusiwa kwigosa lolwazi.

7.4 Ukuba isicelo saliwe ligosa lolwazi isibheni kufuneka sisiwe kuSodolophu weSigqeba kwidilesi ekwisi-3 ngasentla.

7.5 Isibheni kufuneka sibhalwe phantsi kwaye sinokungheniswa ngohlobo lweletroniki, ngeposi, okanye ngefeksi. (Isaziso sesibheni sangaphakathi esihlonyelwe apha njengeFom B sinokusetyenziselwa le njongo).

7.6 Igosa lolwazi okanye igosa elonyuliweyo liyakuncedisa ababheni abangakwaziyo ukufunda nokubhala okanye abangenayo indlela yoklungenisa isibheno ngohlobo ekubhekiselwe kulo nagsentla.

8. **Izikhokelo zothabatho nxaxheba loluntu**

Izikhokelo zothabatho nxaxheba loluntu ziyakungqinelana nemimiselo yomThetho kaRhulumente weNgingqi: iiNkqubo zikaMasipala (wama-32 ka-2000).

9. **Imali ehlawulwayo**

Imali ekufuneka ihlawulwe ngokwencwadana iyakuba yimali emiseklwa yiMimiselo yomThetho epapashwe kwi-GN 223 yowe-9 Matshi 2001. Ikopi ebonisa imali ehlawulwayo ihlonyelwe nayo apha njengeSihlomelo.

**IFom "A" ISICELO SOFIKELELO KWIREKHODI YOMBUTHO KARHULUMENTE**

Icandelo le-18(1) lomThetho wokuPhakanyiswa koFikelelo kuLwazi, 2000

(UmThetho oyiNombolo yesi-2 ka-2000)

[uMmiselo wesi-6]

**ISETYENZISWA LISEBE**

Inombolo yereferensi:

Isicelo sifunyenwe ngu.

(xela isikhundla, igama nefani yegosa lolwazi/sekela gosa lolwazi) ngo

(umhla) e (indawo).

Imali yesicelo (ukuba kukho nayiphi):	R. <input type="text"/>
Idiphozithi (ukuba kukho nayiphi):	R. <input type="text"/>
Imali yofikelelo:	R. <input type="text"/>

**USAYINO LWEGOSA LOLWAZI/SEKELA GOSA LOLWAZI**

**A. linkcukacha zombutho karhulumente**

Igosa loLwazi/Sekela Gosa loLwazi:

**B. linkcukacha zomntu ocela ufikelelo kwirekhodi**

(a)

*linkcukacha zomntu ocela ufikelelo kwirekhodi mazinikwe ngasezantsi.*

(b)

*Idilesi kunye/okanye inombolo yefeksi kwiRiphabliki ulwazi omaluthunyelwe kuyo, mayinikwe.*

(c)



*Ubungqina besikhundla esenziwa ngaso isicelo, ukuba sikhona, mabuhlonyelwe.*

Amagama apheleleyo nefani:.

Inombolo yesazisi:.

Idilesi yeposi:.

Inombolo yomnxeba:      Idilesi ye-imeyile:

Isikhundla esenziwa ngaso isicelo, xa sisenziwa egameni lomnye umntu:

**C.            linkcukacha zomntu isicelo esenziwa egameni lakhe**

*Eli candelo maligcwaliswe KUPHELA ukuba isicelo solwazi senziwa egameni lomnye umntu.*

Amagama apheleleyo nefani:.

Inombolo yesazisi:.

**D.            linkcukacha zerekhodi**

(a)            *Nika iinkcukacha ezipheleleyo zerekhodi ekucelwa ufikelelo kuyo, kuqukwa nenombolo yereferensi ukuba uyayazi, ukuze kukwazeke ukufunyanwa irekhodi.*

(b)            *Ukuba isithuba esinikiweyo asonelanga, nceda uqube kwiphepha elahlukileyo uze ulihlomele kule fom. **Umceli kufuneka asayine onke amaphepha awongezelelweyo.***

1.            Inkcazo yerekhodi okanye inxenye ebandakanyekayo yerekhodi:

2.            Inombolo yereferensi, ukiuba ikhona:

3.            Naziphi na ezinye iinkcukacha ezingaphaya zerekhodi:

**E.            Imali ehlawulwayo**

(a)            *Isicelo sofikelelo kwirekhodi, ngaphandle kwirekhodi equlethe ulwazi lobuqu olumalunga nawe, siyakulungiswa kuphela emva kokuba kuhlulwe **imali yesicelo.***

(b)            *Uyakwaziswa ngesixa esifunekayo ukuba sihlulwe njengemali ehlawulelwa isicelo.*

(c)            ***Imali ehlawulelwa ufikelelo** kwirekhodi ixhomekeka kuhlobo ufikelelo olufunwa ngalo kunye nexesha elifanelekileyo elifunwayo lokukahngela nokulungisa irekhodi.*

(d)            *Ukuba ngaba ukufanele ukukhululwa kuyo nayiphi na intlawulo, nceda uxele isizathu soko kukhululwa.*

Isizathu sokukhululwa kwintlawulo yemali: .

**F. Uhlobo lofikelelo kwirekhodi**

*Ukuba ngaba uthintelwa kukukhubazeka ukuba ufunde, ubone okanye umamele irekhodi ngohlobo lofikelelo olunikiweyo kwisi-1 ukuya kwisi-4 ngasezantsi, xela ukukhubazeka kwakho kwaye ukhombise ukuba lifuneka ngaluphi na uhlobo irekhodi.*

Ukukhubazeka:

Uhlobo irekhodi elifunwa ngalo:

*Phawula ibhokisi efanelekileyo ngo- X.*

**AMANQAKWANA:**

- (a) *Ukuthobela isicelo sakho sofikelelo ngendlela exeliweyo kunokuxhomekeka kuhlobo irekhodi efumaneka ngalo.*
- (b) *Ufikelelo kuhlobo oluceliweyo lunokwaliwa kwiimeko ezithile. Kwimeko enjalo uyakwaziswa ukuba ufikelelo lunokunikwa ngolunye uhlobo.*
- (c) *Imali ehlawulwayo yokufikelela kwirekhodi, ukuba kukho naliphi, iyakumiselwa inxenye luhlobo ufikelelo olucelwa ngalo.*

<b>1. Ukuba irekhodi ingohlobo olubhaliwe okanye olushicilelweyo:</b>				
Ikopi yerekhodi		Ukuhlolwa kwerekhodi		
<b>2. Ukuba irekhodi inemifanekiso ebonwayo-</b> (oku kuquka iifoto, izilayidi, ukurekhodwa kwevidiyo, imifanekiso eyenziwe ngekhompyutha, iziketshi, njl. njl.):				
Ukujonga imifanekiso	Ikopi yemifanekiso	ukukhutshelwa kwemifanekiso		
<b>3. Ukuba irekhodi inamagama okanye ulwazi olurekhodiweyo olunokuvezwa kwakhona kwisandi:</b>				
ukumamela okudlalayo (ikhasethi emanyelwayo)		ukukhutshelwa kokudlalayo (uxwebhu olubhaliweyo okanye olushicilelweyo)		
<b>4. Ukuba irekhodi igcinwe kwikhompyutha okanye ngohlobo lweletroniki okanye olufundeka ngomatshini:</b>				
ikopi eshicilelweyo yerekhodi	ikopi eshicilelweyo yolwazi oluthathwe kwirekhodi	Uhlobo olufundekayo oluvela kwikhompyuta (isitifi okanye i-CD)		
Iukuba iceliwe ikopi yerekhodi okanye ukukhutshelwa kwerekhodi (ngasentla), ingaba unqwenela ukuba ikopi okanye okukhutshelweyo kuposelwe kuwe?			EWE	HAYI
<b>Imali yokuposa iyahlawulwa.</b>				

*Qaphela ukuba irekhodi ayifumaneki ngolwimi olukhethayo, ufikelo lunokunikwa ngolwimi elifumaneka ngayo irekhodi.  
Loluphi ulwimi okhetha ukulifumana ngalo irekhodi?*

- G.**
- Isaziso sesigqibo esiphathelene nesicelo sofikelelo**
- Uyakwaziswa ngokubhalwe phantsi ukuba ingaba isicelo sakho sivunyiwe/saliwe na. Ukuba ngaba unqwenela ukwaziswa ngenye indlela, nceda uxele indlela uze unike inkcukacha eziyimfuneko zokwenza kukwazeke ukuthobela isicelo sakho.*
- Ingaba ukhetha ukwaziswa njani ngesigqibo esiphathelene nofikelelo kwirekhodi?
- Isayinwe e .....ngalo.....we ..... 20.....

USAYINO LOMCELI/UMNTU ISICELO ESEZIWA  
EGAMENI LAKHE

**IFom B**

**ISAZISO SESIBHENO SANGAPHAKATHI**

Icandelo lama-75 lomThetho wokuPhakanyiswa koFikelelo kuLwazi, 2000

(umThetho oyiNombolo yesi- 2 ka- 2000)

[uMmiselo wesi-8]

**XELA INOMBOLO YAKHO  
YEREFERENSI:**

**A. linkcukacha zombutho karhulumente**

IGosa loLwazi/Sekela Gosa loLwazi:

**B. linkcukacha zomceli/iqela lesithathu elifaka isibheno sangaphakathi**

- (a) *linkcukacha zomntu ofaka isibheno sangaphakathi mazinikwe ngasezantsi.*
- (b) *Ubungqina besikhundla isibheno esifakwa ngaso, ukuba sikhona, mabuhlonyelwe..*
- (c) *Ukuba umbheni liqela lesithathu kwaye ayinguye umntu ocela ulwazi kuqala, iinkcukacha zomceli mazinikwe ku C ngasezantsi.*

Amagama apheleleyo nefani:

Inombolo yesazisi:

Idilesi yeposi:

Inombolo yomnxeba:

Inombolo yefeksi:  
Idilesi ye-Imeyile:

Isikhundla isibheno sangaphakathi egameni lomnye umntu esifakwa ngaso:

**C. linkcukacha zomceli**

*El.i candelo maligcwaliswe KUPHELA ukuba iqaela lesithathu (ngaphandle komceli) lifaka isibheni sangaphakathi.*

Amagama apheleleyo nefani:.

Inombolo yesazisi:.

**D. Isigqibo isibheni sangaphakathi esichasene naso**

<i>Phawula isigqibo isibheni sangaphakathi esichasene naso ngo-X kwibhokisi efanelekileyo:</i>	
	Ukwaliwa kwesicelo sofikelelo
	Isigqibo esiphathelene nemali emiselweyo ngokwecandelo lama-22 lomThetho
	Isigqibo esiphathelene nokwandiswa kwexesha isicelo emakusetyenzwe ngaso ngokwecandelo lama-26(1) lomThetho
	Isigqibo ngokwecandelo lama-29 (3) lomThetho lokwala ufikelelo ngohlobo olucelwe ngumceli
	Isigqibo sokunika isicelo sofikelelo

**E. Imihlaba yokubhena**

Ukuba isithuba esinikiweyo asonelanga, nceda uqube kwiphepha elahlukileyo uze ulihlomele kule fom. **Kufuneka usayine onke amaphepha awongezelelweyo.**

Xela imihlaba isibheni sangaphakathi esekelwe kuyo:

Xela naluphi na olunye ulwazi olunokubaluleka xa kuthathelwa ingqalelo isibheni:

**F. Isaziso sesigqibo kwisibheni**

*Uyakwaziswa ngokubhalwe phantsi ngesigqibo kwisibheni sakho sangaphakathi. Ukuba ngaba unqwenela ukwaziswa ngenye indlela, nceda uxele indlela uze unike inkcukacha eziyimfuneko zokwenza kukwazeke ukuthobela isicelo sakho*

Xela indlela:

Iinkcukacha zendlela:

Isayinwe e ngo we 20

USAYINO LOMBHENI

**ISETYENZIWWA LISEBE:**

**IREKHODI ESEMTHETHWENI YESIBHENI SANGAPHAKATHI:**

Isibheni sifunyenwe ngo (umhla) ngu

(xela isikhundla, igama nefani yegosa lolwazi/sekela gosa lolwazi).

Isibheni sikhathshwa zizizathu zesigqibo segosa lolwazi/sekela gosa lolwazi kwaye, apho kwenzekayo, iinkcukacha zalo naluphi na iqela lesithathu elo iirekhodi zinxulumene nalo, ezingeniswe ligosa lolwazi/sekela gosa lolwazi ngo (umhla) kugunyaziwe obandakanyekayo.

**ISIPHUMO SESIBHENI:**

ISIGQIBO SEGOSA LOLWAZI/SEKELA GOSA LOLWAZI UQINISEKISILE/ISIGQIBO ESITSHA SINIKIWE

ISIGQIBO ESITSHA:

UMHLA	UGUNYAZIWE OBANDAKANYEKAYO		

**Isihlomelo A**

**JIKELELE: IRHAFU YENTENGO**

Imibutho karhulumente kunye neyabucala phantsi komThetho weRhafu yeNtengo, 1991 (umThetho oyiNombolo yama- 89 ka-1991), kuba abathengisi bsesitalatweni benokongeza irhafu yentengo kuyo yonke imali emiselwe kwesi Sihlomelo.

**ISIGABA SOKU-I  
IMALI EHLAWULWAYO NGOKUNXULUMENE NESIKHOKELO**

1. Imali ehlawulelwa ikopi yesio sikhokelo njengoko kuxeliwe kweimimiselo 2 (3) (b) no-3 (4) (c) ngama-R0,60 ngekopi nganye ekhutshelweyo yephepha lesayizi ye- A4- okanye inxenye yalo ngaphaya koko.

**ISIGABA SESI-II  
IMALI EHLAWULWAYO NGOKUNXULUMENE NEMIBUTHO KARHULUMENTE**

1. Imali ehlaulelwa ikopi yencwadana njengoko kuxeliwe kummiselo we-5 (c) ngama-R0.60 ngekopi nganye ekhutshelweyo yephepha lesayizi ye-A4-okanye inxenye yalo ngaphaya koko.
2. Imali ehlawulelwa ukuvelisa kwakhona ekubhekiselwe kuyo kummiselo wesi-7 (1) ingale ndlela ilandelayo:

	R
(a) Kwikopi nganye yephepha lesayizi le-A4-\ okanye inxenye yalo ngaphaya koko	0,60
(b) Ngekopi nganye eshicilelweyo yesayizi ye-A4 okanye inxenye yayo ngaphaya koko egcinwe kwikhompyuta okanye ngeletroniki okanye kuhlobo olufundeka ngomatshini	0,40
(c) Ngekopi engohlobo olufundeka ngekhompyutha kwi —	
(i) Kwidiski yesitifi	5,00
(ii) i-CD	40,00
(d) (i) Ngokukhutshelwa kwerekhodi emanyelwayo, kwisayizi yephepha le-A4 nenxenye yalo ngaphaya koko	22,00
(ii) Kwikopi yemifanekiso ebonakalayo	60,00
(e) (i) Kukhutshelo lwerekhodi evakalayo, kwiphepha lesayizi ye-A4-size okanye inxenye yalo ngaphaya koko	12,00
(ii) Ikopi yerekhodi evakalayo	17,00

3. Imali yesicelo ehlawulwayo ngumceli ngamnye, ngaphandle komceli wobuqu, ekubhekiselwe kuye kummiselo wesi- 7 (2) ngama-R35.00.
4. Imali yofikelelo ehlawulwa ngumceli ekubhekiselwe kuye kummiselo wesi-7 (3) ingale ndlela ilandelayo:

- |     |      |  |       |
|-----|------|--|-------|
| (1) | (a)  | Kwikopi nganye yephepha lesayizi le-A4 okanye inxenye yalo ngaphaya koko   | 0,60  |
|     | (b)  | Ngekopi nganye eshicilelweyo yesayizi ye-A4 okanye inxenye yayo ngaphaya koko egcinwe kwikhompyuta okanye ngeletroniki okanye kuhlobo olufundeka ngomatshini                       | 0,40  |
|     | (c)  | Ngekopi engohlobo olufundeka ngekhompyutha kwi —   |       |
|     | (i)  | Kwidiski yesitifi  | 5,00  |
|     | (ii) | i-CD   | 40,00 |
|     | (d)  | (i) Ngokukhutshelwa kwemifanekiso ebonakalayo, yephepha lesayizi le-A4 okanye inxenye yalo ngaphaya koko   | 22,00 |
|     |      | (ii) Ngekopi yemifanekiso ebonakalayo  | 60,00 |
|     | (e)  | (i) Kukhutshelo lwerekhodi evakalayo, kwiphepha lesayizi ye A4-size okanye inxenye yalo ngaphaya koko  | 12,00 |
|     |      | (ii) Ikopi yerekhodi evakalayo   | 17,00 |
|     | (f)  | Ukukhangela nokulungisa irekhodi yokuxela, i-R15.00 kwiyure nganye okanye inxenye yeyure, kukhutshelwa ngaphandle iyure yokuqala, ngokufanelekileyo kukhangelo nolungiso olunjalo. |       |
| (2) |      | Ngeenjongo zecandelo lama-22 (2) lomThetho, oku kulandelayo kuyasebenza:   |       |
|     | (a)  | liyure ezintandathu njengeeyure ezizakudluliswa phambi kokuba kuhlalwulwe idiphozithi; kunye   |       |
|     | (b)  | nesinye esithathwini semali yofikelelo siyahlawulwa njengediphozithi evela kumceli.  |       |
| (3) |      | Imali yokuposa yokuqala iyahlawulwa xa ikopi yerekhodi kufuneka iposelwe umceli.   |       |

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**Isayinwe**  
**UMPHATHI KAMASIPALA**