IMANUWALI YESIGABA 14 YEMISEBENZI NAMAREKHODI AQUKETHWE WUMASIPALA

WASENQUTHU

IDIDIYEWE NGOKUHAMBISANA NENGXENYE 3 ISAHLUKO 2 (ISIGABA 14 SOMTHETHO OKHUTHAZA UKUKHISHWA KOLWAZI ONGUNOMBOLO 2 KA 2000)

OKUQUKETHWE

IMANUWALI YESINGISI NOKUNANYATHISELWE: IFOMU A, INGXENYE II, IFOMU B

IMANUWALI YESISOTHO NOKUNANYATHISELWE: IFOMU A, UNGXENYE II, IFOMU B

IMANUWALI YESIZULU NOKUNANYATHISELWE: IFOMU A, INGXENYE 11, FORM B

UHLAKA LWESIBILI: OCTOBER 2013

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UMASIPALA WASENQUTHU
IMANUWALI NGOKWESIGABA 14 SOMTHETHO OKHUTHAZA UKUKHISHWA KOLWAZI ONGUNOMBOLO 2 KA-2000

1. IMISEBENZI NEZINHLAKA ZIKAMASIPALA WASENQUTHU

Umasipala waseNquthu ungaphansi kwesigaba B njengoba kuchaziwe engxenyeni 155(1)(b) yomthethosisekelo weRiphabhlikhi yeNingizimu Afrika.
Imisebenzi kamasipala injengoba ichaziwe engxenyeni 156 yomthethosisekelo.

2. OGUNYAZWE UKUKHIPHA ULWAZI

Isigaba 1 somthetho, sithi isiKhulu esiPhezulu, yisona esigunyazwe ukukhipha ulwazi kumasipala waseNquthu is the Information. Ngokwalo masipala uMphathi kaMasipala uMnuz BP Gumbi uyena ogunyazwe ukukhipha ulwazi. Izicelo zokuthola ulwazi ziyosingathwa yiPhini loGunyazwe ukuKhipha uLwazi, okunguMnuz Mr TC Nyandeni ngokulawula kwesigaba 17(1) yomthetho ebhekele lokhu ngqo.
Izicelo ezibhalwe phansi zokuthola ulwazi kumele zithunyelwe ku:
The Information Officer
Nquthu Local Municipality
Private Bag X 5521
NQUTHU
3135
kumbe zifekswe ku-034 – 271 6100
kumbe umbiko wonyazi thokozanin@nquthu.gov.za
Ikheli lomgwaqo likamasipala waseNquthu lithi:
Amahhovisi kaMasipala
Lot 83 Mdlalose Street
NQUTHU
3135

Imininingwane yoGunyazwe ukuKhipha uLwazi imi kanje:

Igama: Mnuz BP Gumbi
Isikhundla: uMphathi kaMasipala
Inombolo yocingo: (034) 271 6112

Imininingwane yePhini loGunyazwe ukuKhipha uLwazi imi kanje:
Igama: Mnuz SW Mpanza
Isikhundla: uMphathi oMkhulu weZimali
Inombolo yocingo: (034) 271 6121

Igama: Mnuz XM Mbatha
Isikhundla: uMqondisi wakwa-Corporate and Community Services
Inombolo yocingo: (034) 271 6128

Igama: Mnuz MB Jiyane
Isikhundla: uMqondisi wakwa-Planning, LED, Tourism, Culture, Housing and Land Admin
Inombolo yocingo: (034) 271 6136

Igama: Mr MW Gcabashe
Isikhundla: uMqondisi wakwa-Technical Services
Inombolo yocingo: (034) 271 6162

Igama: Mnuz TC Nyandeni
Isikhundla: uMphathi wezokuXhumana
Inombolo yocingo: (034) 271 6127

3. Ukulawula kweKhomishini yamaLungelo

isigaba 10 somthetho siphoqa iKhomishini yamaLungelo abaNtu ukuba wakhe umqulu ocacile ngazo zonke izilimi ezisemthethweni, ozoqukatha ulwazi ngezindlela ezilula nenqubo efanele engadingwa ngabantu abafisa ukusebenzisa ilungelo labo ukuthola ulwazi kumasipala njengoba kulawula umthetho. Le nqubo ewumqulu iyatholakala kwiKhomishini yamaLungelo abaNtu. Yonke imibuzo ingaqondiswa ku:

The South African Human Rights Commission
PAIA Unit
Research and Documentation Department
Private Bag 2700
Houghton
2041
Inombolo yefoni: + 27 11 484 8300
IFekisi: +27 11 484 1360
i-Website: www.sahrc.org.za
Umbiko wonyazi: paia@sahrc.org.za

4. AmaRekhodi omkhandlu

AmaRekhodi oMkhandlu agcinwa ngendlela yobuchwepheshe besimanje futhi atholakala ngokwale ndlela enohlelo lwayo lwekhompyutha. Imiqingo yalama Rekhodi ilondolozwa ngokomthetho obhekele imiqingo enolwazi olusemqoka. Lo mthetho uchitshiyelwe ngokulandela lokhu okulandelayo.

4.1 Umthetho osewuhlaka

ukubumba nokuchibiyela uhlaka lomthetho ohambisana nomasipala

4.2 Ukuhlelemba nokulawula

Inqubomgomo
Amandla okuthumela ngokomsebenzi
Ukuhlela umsebenzi nendlela yokuwenza
Ukulawula amaRekhodi
Ukujuba inkampani ezimele
Ukuhlela imiNyango

4.3 IZINDABA ZOMKHANDLU NGQO

Inqubomgomo
Ukhetho
Ukubuyekeza kweNkantolo
Ukhetho loMasipala
Imihlangano yoMkhandlu namaKomidi

4.4 Abasebenzi

Inqubomgomo
Imibuzo ehleliwe
Ukulawula izikhundla
ImiNyango
Ukuhlonza isimo somsebenzi
Izikhala zomsebenzo nokuqashwa
Ukuqeqeshwa neziqu ezifundelwe
Ezezimali (amaholo nemihlomulo)

Ukuxoshwa emsebenzini
Ukulawula abasebenzi
Ukuhlola abasebenzi
Inani labasebenzi nezibalo zakhona ngokwamazinga
Ukuhlola isimo esibucayi
Izindaba zabasebenzi
Izinga lokusebenza

4.5 Ezezimali

Isabelo
Inqubomgomo
Ukuhlola
Ibhodi lokuhlola
Intela
Imalimboleko (yangaphandle neyesikhathi eside)
Izinhlawulo
Amanani omhlaba
Izimali zokuxhasa
Imali yesibambiso
Imali yesibonelelo nezikhwama
Imali etshaliwe
Imali yesinxephezelo
Imali yomhlomulo emuva kokungaboni ngasolinye
Ukukhokhwa kwezibonelelo
Ukuqoqwa kwezimali
Umshwalense
Isibophezelo zokusingatha izimali
Usizo kwezezimali
Izimali ezichithekayo
I-Akhawunti yasebhange
Imibiko yezimali
Ukulawula izikweletu

4.6 Okwenziwa ngaphakathi

Okwenziwa ngaphakathi
Ukucela nokunakekela
Izinsiza zangaphakathi
Ezokuxhumana

4.7 Izakhiwo zikaMasipala nezinkundla
Inqubomgomo
Izakhiwo zikamasipala
Izinkundla zikamasipala

4.8 Amathenda, amaKhothesheni, Izinkontileka nabenza bangaphandle
Amathenda namaKhotheshini
Amathenda abhekene nokuthize ngqo
Izinkontileka

4.9 Imibiko namaRitheni
Inqubomgomo
Imibiko
Amaritheni anyangazonke
Isensasi

4.10 Ukusakaza nolwazi
Ukuzisakazela nokuzisabalalisela ulwazi
Imibuzo
Uphawu loMkhandlu
Ukusakaza ezinye izinhlaka

4.11 AmaFestiveli nokokungcebeleka
Inqubomgomo
Amafestiveli
Okokungcebeleka
Imihlobiso esemthethweni
Imingcwabo ejwayelekile

4.12 Ukubumbeka nemihlangano yezinhlaka

Inqubomgomo

Amaminithi nemibiko

Izinhlangano/izikhungo

Ososesheni: bakuzwelonke nabesifundazwe

Amakomidi

Ezinye izinhlaka

4.13 Ukuhlinzeka ngezoMthetho

Inqubomgomo

Ezithinta umthetho nezinqumo zenkantolo

Ukuhlawula

Ukushushisa

4.14 Amalayisense

Inqubomgomo

Imibuzo ehleliwe

Amalayisense

Amagunya okungakhokhi

4.15 Ukuhlela nokuLawula iDolobha

Inqubomgomo

Imingcele kamasipala

Ukuklanywa kwezindawo ezithize

Ezomnotho

Izimboni

Ukuhlela nentuthuko

Izikhwama zokuhlela idolobha

Ukwakhiwa kwamalokishi

Izindawo zezimboni

Ukulawula amalokishi

Ulwazi olucwaningiwe

4.16 Izinsiza ezisemqoka

Ukuphakelwa kwamanzi

Imithombo yamanzi

Ukuhlanza amanzi, amaphampu namapayipi namathangi agcina amani amaningi, ukuxhumeka kwamapayipi: ukuhlela, indlela ami ngayo, ukuwanakekela, nokusebenza kwawo, imigwaqo, izindlela nemisele yamanzi agelezayo.

Ukuthuthwa kwendle

Ugesi

Amathuna

Izindlu zangasese

Izinsiza ezilethwa ezinye izinhlaka

4.17 Izinhlelo zoMphakathi

Ezempilo

Ukuhlinzeka ngemitholampilo

Izimvume

Izifo nezimpawu zazo

Ukuzinqanda nokulwa nazo

Ukuhlola

Ukungcola

Ukudayiswa kwezinto ezingavumelekile

Udoti

Izindlu

Uhlelo lukamasipala lwezindlu

Uhlelo lwezindlu zasebekhulile

Ukumpintshana endlini nezakhiwo ezingekho emthethweni

Ezemfundo

Ezemithetho yomgwaqo

Ukuhlinzeka ngendawo yokupaka neyokulayisha

Izakhiwo

Imitapo yolwazi

Indawo yokuhlanganela umphakathi, amapaki, izingadi, nezindawo ezivulekile

Ezemidlalo nokungcebeleka
Ukuhlinzeka nokunakekela izindawo zokudlala
Amahholo omphakathi
Amabhasi athutha abantu
Ukuhlinzeka nokusingatha izicishamlilo nama-ambulensi
Amadele
IPhawondi
Ezenhlalakahle
Amasonto nezindawo zokukhonzela
I-Museum nendawo yesikhumbuzo
Ukuvikeleka komphakathi
Izikole sezimbali nezitshalo nezinkulisa
Ukongiwa kwemvelo
Inkantolo kamantshi
Isikhumulo sezindiza
Ngaphezu kwalezi zinsiza, kunamafayela agcinwa ngokwehlukana ngaphansi kwenkomba ethize kamasipala nefayela eliqondene ngqo nomuntu othize. Lama fayela asemahhovisi kamasipala waseNquthu kanti awaseNquthu kumasipala nezindawo eziseNondweni ezingaphansi kukamasipala.

5. Izinhla zamarekhodi atholakala ngale kokufaka isicelo ngokulandela ukulawula komthetho.

Lezi zinhla ezibaluliwe zinolwazi olutholakala ngaphandle kokucela ukugunyazwa wumthetho, kanti zithinta phakathi kokunye;
5.1 Isakhiwo esingagudluki sofaka isicelo;
5.2 Umthetho oshawe wuMkhandlu;
5.3 Izimali eziklanywe wuMkhandlu;
5.4 Noma yisiphi isikhwama esihlinzeka ngokuhlelwa kwedolobha esisingethwe wuMkhandlu,
kanye;
5.5 Nokuthi uzithola kanjani izinsiza zoMkhandlu;
5.6 Imibiko yoNyaka
5.7 Amabhukwana olwazi nebalazwe

5.8 Ulwazi olutholakala kwi-website
5.9 Ulwazi ngendawo jikelele,uhlu lwezidingo(oluklele ngokwezinombolo nangokokulandelana kwezinhlamvu zamagama), ingqalasizinda, Izithombe ezisabalazwe, isimo sendawo okubizwa nge-Digital terrain modules (DTMs)
5.10 Umtapo wolwazi lwezinto zobunjiniyela , izincwadi eziyizinkomba, imibiko
5.11 Indlela okugcinwa ngayo amafayela (ulwazi ngomhakathi), olusemaphepheni, nolukwi-Microfilm
5.12 Aamabalazwe endawo (ashicilelwe /angokobuchwepheshe)
5.13 Ipulani ka-Surveyor general (eshicilelwe /angobuchwepheshe)
5.14 Ipulani yezakhiwo (eshicilelwe/angobuchwepheshe)
5.15 Amabalazwe ehlukene (ashicilelwe/angobuchwepheshe)
5.16 Ipulani yendawo eqashisayo (eshicilelwe/engobuchwepheshe)
5.17 Isabelo-mali nesabelomali esibuyekeziwe (esishicilelwe/esingobuchwepheshe)
5.18 Inqubomgomo ethinta konke okwezimali
5.19 Izivumelwano zokuzobiphezela ekusebenzeni
5.20 izivumelwano zokuhlinzeka izidingo
5.21 Okubolekwe isikhathi eside
5.22 Izinkontileka/ulwazi/izivumelwano zokubambisana nezinhlaka zikahulumeni njengoba kuchazwe esigabeni 75 soMthetho olawula ukusebenza kwezimali zoMasipala
5.23 Ama-Oda nezinkokhelo (okusemaphepheni)
5.24 Irejista yokutshalwa kwezimali (imanuwali)
5.25 Irejista yemalimboleko (imanuwali)
5.26 Irejista yempahla (engobuchwepheshe/ imanuwali)
5.27 Izitatimende zezimali (ezingobuchwephe/ imanuwali)
5.28 Umlando wabakweletwayo (ongobuchwepheshe)
5.29 Iqhinga lokuhlola imvelo
5.30 Ipulani yezakhiwo
5.31 Amaminithi omhlangano woMkhandlu ovulelekile nemihlangano yekomidi elikhulu
QAPHELA: ngokwesigaba 5.32-5.42 ngezansi uMthetho olawula ukuHlelwa nokuThuthukisa ka 2008(uMthetho 6
ka 2008)

5.32 AmaRekhodi amayelana nokwmukelwa, ukushintshwa nokuchitshiyelwa kwezikhwama kuhlanganisa—

(i) Isiphakamiso sokwemukelwa kwesikhwama, ukufaka esinye kumbe ukusichibiyela njengoba kubekiwe esigabeni 9 (1) no (2) somthetho wokuHlela neNtuthuko 2008 (uMthetho 6 ka 2008);

(ii) Ukuphawula okwemukelwe wumasipala emuva kokuba ecele ukuba kuphawule mayelana nokwemukelwa, ukushintshwa nokuchitshiyelwa kwesikhwama njengoba kubalulwe ephuzwini 5 kumbe 14 wesheduli 1 yoMthetho wokuHlela neNtuthuko 2008 (uMthetho 6 ka 2008);

(iii) izincomo sogunyazwe ukuhlela intuthuko mayelana nokwemukelwa, ukushintshwa kumbe ukuchitshiyelwa kwesikhwama njengoba kubaluliwe esigabeni 11 (*a*);

(iv) isitifiketi somuntu ogunyazwe ukuhlelemba intuthuko esikhomba ukuhambisana nenqubo yokufaka isiphakamiso kuya ekwemukelweni, ukushintshwa kumbe ukuchitshiyelwa kwesikhwama njengoba kbaluliwe esigabeni 11 (*b*);

(v) Isinqumo sikamasipala ngesiphakamiso sokwemukelwa, ukushintshwa kumbe ukuchitshiyelwa kwesikhwama njengoba kubaluliwe esigabeni 13 (1);

5.33 amarekhodi amayelana nesiphakamiso sokwehlukanisa kumbe ukudidiyela umhlaba, kuhlanganisa—

(i) isiphakamiso sokwehlukanisa kumbe ukudidiyela umhlaba njengoba kubekiwe esihgabeni 22 (1) no (2);

(ii) ukuphawula okwemukelwe wumasipala emuva kwesicelo sokuphawula ekwehlukaniseni kumbe ekudidiyeleni umhlaba njengoba kubaluliwe ephuzwini 5 kumbe 14 sesheduli 1;

(iii) umphumela wokuhlola komdidiyeli ogunyaziwe nezincomo kulowo mhlaba okuphakanyiswe ukuba uklanywe kabusha kumbe udidiyelwe njengoba kubaluliwe esigabeni24 (*a*);

(iv) isitifiketi somdidiyeli ogunyaziwe mayelana nokuhambisana nemigomo kwesiphakamiso sokuhlukanisa umhlaba kumbe ukuwuidiyela kabusha ngokulandela uMthetho njengoba kubekiwe esigabeni 24 (*b*);

(v) isinqumo sikamasipala ngesiphakamiso sokwehlukanisa kumbe ukudidiyela ndawonye umhlaba njengoba kubekiwe esigabeni 26 (1); kanye

(vi) nesaziso esixwayisa umnikazi womhlaba ukuthi umasipala ungase wehlukanise imingcele nohlelo lwakhona oludwetshiwe kumbe ukwesulwa kwalolo hlelo oludala abenamalungelo aphelele kuwona kodwa wangawasebenzisa ngendlela efanele emhlabeni obalulwe esigabeni 37 (3) (*a*);

5.34 amarekhodi amayelana nesiphakamiso sokuthuthukisa umhlaba obalulwe kwisahluko 4, kuhlanganisa—

(i) isiphkamiso sokuthuthukisa umhlaba njengoba kubalulwe esigabeni 39 (1) no (2);

(ii) ukuphawula okwemukelwe wumasipala emuva kwesimemo sokuphawula esiphakamisweni sokuthuthukisa umhlaba njengoba kubalulwe ephuzwini 5 kumbe 14 kusheduli 1;

(iii) ukuhlolwa okubhalwe phansi okwenziwe ngumdidiyeli ogunyaziwe nezincomo esiphakamisweni sokuthuthukisa umhlaba obalulwe esigabeni 41 (*a*);

(iv) isitifiketi somdidiyeli ogunyaziwe esiwukuhambisana nemigomo kwesiphakamiso sokuthuthukisa komhlaba obalulwe esigabeni 41 (*b*);

(v) isinqumo sikamasipala ngesiphakamiso sokuthuthukisa umhlaba obalulwe esigabeni 43 (1); kanye

(vi) nesaziso esexwayisa umnikazi womhlaba ukuthi umasipala ungase wehlukanise imingcele nohlelo lwakhona oludwetshiwe kanye nokucishwa koludala kulowo mhlaba obalulwe esigabeni 49 (1);

5.35 amarekhodi amayelana nesiphakamiso sokwehlukanisa kumbe ukucishwa kohlelo oludwetshwe phansi lomhlaba okukhulunywa ngawo, kuhlanganisa—

(i) isiphakamiso sokwehlukanisa kumbe ukucishwa kwepulani yomhlaba osesigabeni 51 (1) no (2);

(ii) ukuphawula okwemukelwe wumasipala emuva kwesimemo sokuphawula esiphakamisweni sokwehlukanisa kumbe ukucishwa kohlelo oludwetshiwe emhlabeni osesigabeni 52 (2);

(iii) ukuhlolwa okubhalwe phansi ngumdidiyeli ogunyaziwe nezincomo esiphakamisweni sokwehlukanisa kumbe ukucishwa kohlelo oseludwetshiwe emhlabeni osesigabeni 53 (*a*);

(iv) isitifiketi somdidiyeli ogunyaziwe sokuhambisana noMthetho ngesiphakamiso sokwehlukanisa kumbe ukucisha kwemidwebo womhlaba osesigabeni 53 (*b*); kanye

(v) nesinqumo sikamasipala ngesiphakamiso sokwehlukanisa kumbe ukucisha uhlelo oseludwetshiwe lomhlaba osesigabeni 55 (1);

5.36 amaekhodi amayelana nesiphakamiso sokushintsha, ukumisa kumbe ukucisha umgoqo ovimbe nomhlaba, kuhlanganisa—

(i) isiphakamiso sokushintsha, ukumisa kumbe ukucisha umgoqo ovimbe nomhlaba osesigabeni 61 (1) no (2);

(ii) ukuphawula okwemukelwe wumasipala emuva kwesimemo sokuphawula esiphakamisweni sokushintsha, ukumisa kumbe ukususa umgoqo ovimbe nomhlaba ngokwephuzu 5 kumbe 14 kwisheduli 1;

(iii) ukuphawula okubhalwe phansi komdidiyeli ogunyaziwe nzincomo ngesiphakamiso sokushintsha, ukumisa kumbe ukususa umgoqo ovimbe nomhlaba osesigabeni 63 (*a*);

(iv) isitifiketi somdidiyeli ogunyaziwe esikhomba ukuhambisana noMthetho mayelana nesiphakamiso sokushintsha, ukumisa kumbe ukususa umgoqo ovimbe nomhlaba osezithebeni ngokwisigaba 63 (*b*); kanye

(v) nesinqumo sikamasipala ngesiphakamiso sokushintsha, ukumisa kumbe ukususa umgoqo ovimbe nomhlaba osezithebeni ngokwesigaba 65 (1);

5.37 amarekhodi ahambisana nesiphakamiso sokuvala unomphelo umgwaqo kamasipala kumbe indawo yomphakathi kuhlanganisa—

(i) isiphakamiso sokuvala unomphelo umgwaqo kamasipala kumbe indawo yomphakathi njengoba kubaluliwe esigabeni 71 (1);

(ii) ukuphawula okwemukelwe wumasipala emuva kokumema ukuphawula ngesiphakamiso sokuvala unomphelo umgwaqo kamasipala kumbe indawo yomphakathi njengoba kubalulwe esigabeni 71 (2) (*b*);

(iii) ukuhlola okubhalwe phansi komdidiyli ogunyaziwe nezincomo ngesiphakamiso sokuvala unomphelo umgwaqo kamasipala kumbe indawo yomphakathi ebalulwe esigabeni 72; kanye

(iv) nesinqumo sikamasipala ngesiphakamiso sokuvala unomphelo umgwaqo 74;

5.38 amarekhodi amayelana nokupheqelela, kuhlanganisa—

(i) isaziso ngokweqa umgomo njengoba kubalulwe esigabeni 79 (1);

(ii) isivimbelo esisemthethweni ngesigaba 81 (2) (*a*);

(iii) isicelo esiya eNkantolo ePhakeme ngokwesigaba 81 (2) (*b*);

(iv) isivimbelo esiphuthumayo senkantolo ngokwesigaba 84 (2) (*a*);

(v) isicelo esiya eNkantolo ePhakeme ngokwesigaba 84 (2) (*b*); kanyenesicelo esiya eNkantolo ePhakeme esiphoqelela umuntu ukuba adilize, (vi) asuse kumbe

ashintshe isakhiwo, izindonga kumbe umsebenzi owenziwe ongekho emthethweni ukuze lowo mhlaba usetshenziswe kabusha ngokwesigaba 94;

5.39 amarekhodi amayelana nokwedluliswa kodaba, kuhlanganisa-

(i) umqulu wokwedluliswa kodaba ngokwesigaba 113 (1);

(ii) umqulu oyimpendulo ngokwesigaba 114 (1);

(iii) ngokwesigaba isaziso esihoxisa ukwedluliswa kodaba ngokwesigaba 116 (1);

(iv) isaziso sokuhoxisa nokuphikiswa kwesiphakamiso ngokwesigaba 116 (2);

(v) nesinqumo sesigungu esicubungula ukwedluliswa kodaba ngokwesigaba 121 (5);

(vi) nezizathu zesigungu esilalela izindaba ezedlulisiwe ngokwesigaba 122 (1);

(vii) isaziso sokufaka isicelo sekwedlule isikhathi sokwedlulisa udaba ngokwesigaba 125;

(viii) ukuphikiswa kwesicelo esedlulelwe yisikhathi sokudlulisa udaba ngengoba kubaluliwe esigabeni 126;

(ix) isinqumo sikasihlalo ngesicelo esedlulelwe yisikhathi sokwedlulisa udaba ngokwesigaba 128;

5.40 amarkhodi amayelana nemigomo nezimiso zesifundazwe zokuhlela intuthuko ezikusigaba, kuhlanganisa—

(i) umqulu ogunyaziwe oqukethe ukuthi izinlaka ezithintekayo zithintiwe njengoba kubaluliwe esigabeni 141 (2) (*a*);

(ii) ukuphawula okwemukelwe yilungu lesiGungu esiPhezulu elijutshelwe lokhu mayelana nesimemo sokucela ukuphawula okufakwa emqulwini wokuxhumana nezinhlaka ezithintekayo ngokwesigaba 142;

(iii) imigomo nezimoso zokuhlelwa kwentuthuko zesifundazwe ezigunyaziwe njengokulawula kwesigaba 144 (1) (*a*);

(iv) isiphakmiso sokuchibiyela imigomo nezimiso zesifundazwe zokuhlela intuthuko ngokwesigaba 146 (1);

(v) ukuphawula okwemukelwe yilungu lesiGungu esiPhezulu elijutshelwe lokhu emuva kwesiemo sokucela ukuphawula ngesiphakamiso sokuchibiyela imigomo nezimiso zesifundazwe zokuhlela intuthuko ngokwesigaba 148;

(vi) isichibiyelo esigunyaziwe semigomo nezimiso zesifundazwe zokuhlela intuthuko ngokwesigaba150 (1) (*a*);

(vii) isiphakamiso sokuhoxisa imigomo nezimiso zesifundazwe zokuhlela intuthuko ngokwesigaba 152 (1);

(viii) ukuphawula okwemukelwe yiLungu lesiGungu esiPhezulu elijutshelwe lokho mayelana nesimemo sokucela ukuphawula ngokuhoxiswa kwalokhu ngokwesigaba 152 (2); and
(ix) isaziso sokuhoxiswa kwemigomo nezimiso zesifundazwe zokuhlela intuthuko ngokwesigaba 153 (3);
5.41 amarekhodi amayelana nokunqunyiwe, kuhlanganisa—
(i) okunqunyiwe kwaze kwashicilelwa kwi*Gazette* ngokokulawula kwesigaba 155 okungabe kufakwe yiLungu lesiGungu esiPhezulu kumbe164 kumbe wumasipala;
(ii) okunye okunqunyiwe ngokwesigaba155 (3) (*a*) no (*b*) okungabe kuqhamuke neLungu lesiGungu esiPhezulu elijitshelwe lokho kumbe 156 (3) (*a*) no (*b*) uma kungumasipala; kanye
(iii) nesinqumo sokuchibiyela kumbe ukuqala kabusha lokho osekunqunyiwe kwashicilelwa kwiGazette ngokwesigaba 155 (8) okufakwe yiLungu lesiGungu esiPhezulu elijitshelwe lokho kumbe 156 (8) uma kungumasipala; kanye
5.42 nesivumelwano sesiKhungo esithintekayo ngokwesigaba157 (1).

6. Usizo oluvuleleke kumalungu omphakathi

Umumo kamasipala wehlukaniseke izigaba ezimbili:

6.1 Uhlaka lwezombusazwe

Umeya, ongusihlalo wesigungu esiphezulu, uyena oyinhloko yomkhandlu ohlanganiswe amalungu akhethwe ngokuvotelwa ukuba kwamasipala. Isigungu esiphezulu sakhiwe ngamakhansela asevele asemkhandlwini. AmaKomidi abhekene nemisebenzi eyehlukene akhethwa kuwona amalungu oMkhandlu okungamaKhansela.
UMkhandlu wakhiwe ngamakhansela angu-34 okungamawadi angu-34 kanye nangu-17 amelwe ngokwamavoti omphakathi aqhamuka kumala qembu ezombusazwe alandelayo:
ANC
DA
IFP
NFP

6.2 Uhlaka Lwabasebenzi

Uhlaka lwabasebenzi luhlanganisa uMphathi kaMasipala oyisiKhulu esiPhezulu nonemiNyango emine izinhloko zayo zibika ngqo kuyena:

6.2.1 IHHOVISI LOMPHATHI KAMASIPALA

Ihhovisi likaMeya, elezindaba zeNtsha, elezokuXhumana, ele-IDP nePMDS, elokuCubungula amaBhuku ngaphakathi nokuHlola ingcuphe

6.2.2 ELOKUSINGATHA IZINDABA ZIKAMASIPALA NEZINHLELO ZOMPHAKATHI

Ezokuphatha, ezoMthetho, ezoMphakathi, eleZimo eziphuthumayo, Umtapo woLwazi, Izindaba zabaSebenzi, Ezokulawulwa komgwaqo, eZobuchwepheshe nokwazisa, ele-IGR nelokulawulwa kwezimoto zikamasipala

6.2.3 ELAKWA TECHNICAL

Ezobunjiniyela, amapaki, ukuqoqwa kukadoti, ugesi nobuxhakaxhaka

6.2.4 ELEZEZIMALI

Konke okuthinta inqubo yezimali nochungechunge lwakhona.

6.2.5 ELAKWA-PLANNING, LED, TOURISM, CULTURE, HOUSING, LAND ADMIN

Intuthuko ehlanganisa eyezomnotho, ezezindlu zakanokusho, ukuhlela idolobha, ezokuhlaliswa kwabantu, ezokuvakasha nezokutshalwa kwezimali wuMkhandlu, njengoba kuchaziwe esigabeni 84 soMthetho weziNhlaka zoMasipala ongunombolo 117 ka 1998. UMkhandlu waseNquthu unamandla owagunyazwe wumthetho wokulawula konke okungaphakathi kwemingcele yawo kanye neyeNondweni Lisencing Authority, ngokomthetho wezamaBhizinisi onguNombolo 71 ka 1991. Le misebenzi yeminyango echazwe esigabeni 2.1 ngenhla kumele ivumeleke uma kufakwe isicelo esisemthethweni kulowo Mnyango oqondene nalokho futhi uma kufanele.

7. Ukumeleleka kanye neNezinqubomgomo

7.1 Inqubo

Noma yiliphi ilungu lomphakathi lingathumela incwadi ilimele ngokuyithumela ngqo ekhelini likamasipala kumbe liyipose ekhelini leposi. Isiphakamiso sokwedlulisela isicelo uma senqatshiwe, singaqondiswa ngqo kuMphathi kaMasipala, ikomidi elifanele lomkhandlu, isiGungu esiPhezulu kumbe kuMkhandlu ophelele.

7.2 NgoKwezombusazwe

Noma yiliphi ilungu lomphakathi lingathumela incwadi ekhanseleni lewadi elakhethwa kuleyo wadi kumbe iKhansela elimee iqembu lalelo lungu lomphakathi elibhalile. Ikhansela liyobe selenza okufanele likwenze emuva kokuthola leso sicelo selungu lomphakathi ngendlela efanele. Uma kungekho sicelo esedluliselwe phambili mayelana nokwehluleka ukuthatha izinyathelo kwelungu leqembu lezombusazwe, kumele kucelwe isixazululo kuSomlomo, onguSihlalo woMkhandlu kumbe eqenjini lezombusazwe elifanele.

8. Ukucela ulwazi

8.1 Isicelo sokuthola ulwazi, ngaphandle kwaleso esisebinzeni 5.1 kuya ku 5.36 kumele sithunyelwe kumuntu obalulwe kwibinza 2.1 ngokugcwalisa ifomu elinguFomu “A”.

Izimali ezikhokhwayo njengoba kubaluliwe kwingxenye II enanyathiselwe lapha, kumele zihambisane nesicelo esisemthethweni sokucela ulwazi.

8.2 Singanqatshwa isicelo sokuthola ulwazi: (Qaphela: Izigaba ezikubakaki zichaza izigaba zoMthetho)

8.2.1 Uma lelo rekhodi lingatholakali kumbe kuyinto engekho nhlobo(Isigaba 23).

8.2.2 Ukuvikela ulwazi oluyimfihlo okungamele lwaziwe ngumuntu wangaphandle (Isigaba 34).

8.2.3 Ukuvikela ukudayiswa kolwazi kwabanye abantu (Isigaba 36).

8.2.4Ukuvikela ulwazi oluyigunundu lomkhandlu (Isigaba 37).

8.2.5 Ukuvikela abathize nokuvikela izakhiwo (Isigaba 38).

8.2.6 Ukuvikela ukusebenza komthetho nokusezandleni zomthetho ngaleso sikhathi (isigaba 39).

8.2.7 Ukuvikela ukukhiqizwa kwamarekhodi asezandleni zomthetho (Isigaba 40).

8.2.8 Ukuvikela abafuna ukuzinothisa, ukwakha inzuzo, nokudayisa ngezinto zoMkhandlu (Isigaba 42).

8.2.9 Ukuvikela ulwazi lokucwaninga loMkhandlu (Isigaba 43).
8.2.10 Ukuvikela ukusebenza koMkhandlu (Isigaba 44).
8.2.11 Uma isicelo sihambisana nendelelo, nokubukela phansi izinhlaka, futhi singaholela ekuchitheni isikhathi nasekuphambukeni kokusebenza komkhandlu (Isigaba 45).

9. Ukudlulisa isicelo uma uma unqatshelwe ukuthola ulwazi

Uma isicelo sokuthola ulwazi ngokwale manuwali sinqatshwa, ofaka isicelo angasedlulisela phambili lesi sinqumo ngokugcwalisa ifomu elinanyathiselwe elinguFomu B alidlulisele kumuntu obalulwe kwibinza 1.2 ezinsukwini ezingama-60 kusukela osukwini okunqatshwe ngalo isicelo sakhe. Uma inkokhelo ebalulwe kwibinza 8.1 isibuyiselwe kumniniyo, kumele aphinde akhokhe imali efanele ehambisana nokwedlulisa isicelo sakhe.

Okunanyathiselwe

1. IFomu A: Isicelo Sokuthola amaRekhodi oHlaka loMphakathi
2. Ingxenye II: Izimali eziyinkokhelo yokuthola ulwazi
3. IFomu B: Isaziso sokwedlulisa isicelo

IFOMU A

ISICELO SOKUTHOLA ULWAZI OLUKUMAREKHODI

(iSigaba 18(1) soMthetho oKhuthaza ukuKhishwa koLwazi, 2000)

(uMthetho onguNo. 2 ka 2000)

[uMgomo 6]

Inombolo eyiNkomba ESETSHENZISWA WUMNYANGO KUPHELA:

……

Isicelo semukelwe ngu

……

(gagula isikhundla, igama nesibongo logunyazwe/iPhini logunyazwe ukukhipha ulwazi)

ngomhlaka ……..(usuku) e

…….(indawo)

Imali yesicelo (uma ifuneka):R……

EYesibambiso (uma ifuneka): R……

Imali yokugunyazwa: R……

……

ISIGINISHA YOKUNYAZWEE/IPHINI LOGUNYAZWE UKUKHIPHA ULWAZI

A. Imininingwane yohlaka olucela ulwazi

Okhipha/iphini loKhipha uLwazi:

……

……

……

……

……

……

……

……

IKhasi 18 kwangu 27

-2-

B. Imininingwane yomuntu ocela igunya lamarekhodi

(a) Imininingwane yomuntu ocela igunya lamarekhodi kumele ifakwe ngezansi.

(b) Ikheli kanjelo/kumbe inombolo yefeksi yakuleli okungathunyelwa kuyo ulwazi.

(c) Ubufakazi besikhundla salowo ofaka isicelo, uma kunesidingo, kumele bunanyathiselweesicelweni.

Amagama agcwele nesibongo:

..……

……

……..

Inombolo kamazisi:

……..

Ikheli lokuposa:

…….…….

…….……

…….

…… Inombolo yefeksi:

……..

Inombolo kathelefoni: ……... ikheli lonyazi: ……..…….

Isikhundla sofaka isicelo, ngesikhathi sifakwa kumbe egameni lomunye: ……

……

……

C. imininingwane yalowo okufakwa isicelo egameni lakhe

Lesi sigaba kumele sigcwaliswe KUPHELA uma isicelo sifakwa egameni lomunye umuntu.

Amagama agcwele nesibongo:

……..……..

……

……

Inombolo kamazisi:

……

D. imininingwane yerekhodi

(a) Nikeza imininingwane yerekhodi olicelayo, kuhlanganisa nenombolo eyinkomba yalo uma uyazi, ukuze libhekwe.

(b) Uma isikhala esihlinzekiwe sisincane, qhubeka ubhale ephepheni eliseceleni bese ulinamathisela kuleli fomu.

OFaka isicelo kumele asayine wonke amaphepha awanamathisele.

1. Incazelo yerekhodi kumbe ingxenye edingekayo yerekhodi:

……..……..…

……

……

……

2. Inombolo yeNkomba, uma ikhona:

……

3. Eminye imininingwane yerekhodi:

…...…….

……

……

E. Izimali

(a) Isicelo sokuthola ulwazi, ngaphandle kolwazi oluthinta wena ngqo, siyosetshenzwa emuva kokukhokhwa kwemali edingekayo.

(b) Uyokwaziswa ngenani lemali elidingekayo.

(c) Inani lemali edingekayo liya ngendlela ofuna ukuthola ngayo ulwazi kanye nesikhathi ongathola ngaso lelo rekhodi.

(d) Uma usohlangithini lwabangakhokhiswa, bhala isizathu salokhu.

Isizathu sokungakhokhiswa: ……..…

……

…….

……

…….

Ikhasi 20 okwangu 27

-4-

F. Ifomu lokuthola irekhodi

Uma uvinjwa wukukhubazeka ungakwazi ukufunda, ukubuka kumbe ukulalela irekhodi elihlinzekwe ngokwesicelo 1 kuya ku 4 ngezansi, yisho ukukhubazeka kwakho usho nendlela ongathanda ukunikezwa ngayo irekhodi.

Ukukhubazeka: ……..

…….

…….

Indlela ofuna ngayo irekhodi: …….

……

……

*Shaya uphawu **X** ebhokisini elifanele*

QAPHELA:

(a) Ukuhambisana nesicelo sakho ngendlela ofuna ukuthola ngayo irekhodi kuzoya ngokuthi lona ligcinwe kanjani.

(b) Kunganqatshelwa ukuthola irekhodi ngenxa yezimo ezithize. Uma kunjalo, uyokwaziswa nokuthi uma irekhodi lingakhishwa ngenye indlela ehlukile kunaleyo oyicelile.

(c) Inkokhelo yokuthola irekhodi, uma ikhona, iyohlonzwa nawuhlobo olifuna ngayo.

1. Uma irekhodi libhaliwe kumbe lingashicileleka:

ikhophi yerekhodi* Ukuhlolwa kwerekhodi

2. Uma irekhodi linemifanekiso:

(lokhi kuhlanganisa izithombe, izethulo ezingama-slide, , ama-video, nezithombe ezakhiwe ngekhompyutha, imidwebo nokunye)

Buka izithombe ezigamakhophi * ungachazelwa isithombe*

3. Uma irekhodi linamagama aqoshiwe kumbe olungaphendulwa libe yizwi:

Lalela lokho okuqoshiwe (umsindo osekhasethini)

Ungabhalwa phansi umsindo*

(ubhalwe phansi kumbe ushicilelwe)

4. Uma irekhodi ligcinwe ngokwekhompyutha kumbe emshinini okwazi ukuveza ulwazi:

Lingashicilelwa irekhodi* lingashicilelwa lisuswa kwirekhodi*

Lingakopishwa kwikhompyutha ngendlela engafundeka* (ngamacwecwe)

Ikhasi 21 kwangu 27

-5-

*Uma ucela ukubhalelwa phansi irekhodi (ngenhla),

ufisa ikhophi iposwe?

Iposi liyakhokhelwa.

YEBO NOMA CHA

Qaphela ukuthi uma irekhodi lingekho ngolimi olufisayo, unganikezwa lona ngolimi olugcinwe ngalo.

Yiluphi ulimi oluncamelayo? ……

G. Isaziso ngesinqumo sesicelo sokugunyazwa

Uyokwaziswa ngokubhalelwa ukuthi isicelo sakho semukelwe/sichithiwe. Uma ufisa ukwaziswa ngenye indlela, yisho leyo ndlela kanye nemininingwane engahambisana naleyo ndlela uma kunesidingo ukuze sihambisane nesicelo sakho.

Ungathanda ukwaziswa ngayiphi indlela ngesinqumo esicelo sakho sokuthola irekhodi?

……..……

……..……

…….

Lisayinwe e ……. Mhlaka …….. Inyanga

……20….

……

ISIGINISHA YOFAKA ISICELO/UMUNTU OKUFAKWA EGAMENI LAKHE

INGXENYE II

AMANANI AKHOKHWA NGEZICELO ZOMPHAKATHI

1. Inani lekhophi yemanuwali njengoba kucacisiwe emgomweni 6 (c) wu R0,60 ikhophi yekhasi ngalinye elingusayizi A4-size kumbe.

2. Amanani okukhiqiza kabusha okuchazwe kumgomo 7(1) ami kanje:

(a) Ifothokhophi ngayinye yephepha elingusayizi A4 ingu R 0,60

(b) Inani lokugaya iphepha elishicilelwayo ngekhompyutha elingusayizi A4 kumbe ingxenye yalo ingu R0,40

Ukuthatha ulwazi kwikhompyutha kuyile mali–

(i) ngecwecwe R40,00

(d) (i) ukufakelwa imifanekiso ekhasini elingusayizi A4 linguR22,00 ikhasi ngalinye kumbe ingxenye yalo

(ii) Ikhophi yesithombe R60,00

(e) (i) Ukufakelwa imisindo, kusayizi A4 usubhalelwe phansi R12,00 ikhasi kumbe ingxenye yalokho

(ii) Ikhophi yerekhodi elinomsindo R17,00

3. Inani elicelwa kuwo wonke umuntu ofaka isicelo, ngale kolwazi oluqondene naye ngqo wuR35, 00 kocelayo, njengoba kusho umgomo 7(2)

4. Izimali ezicelwa kofaka isicelo ebhaliwe kumgomo 7(3) zimi kanje:

(1) (a) Ifothokhophi ngayinye engusayizi A4 ikhasi kumbe ingxenye yalo nguR0,60

(b) Ikhophi eshicilelwe ngekhompyutha engusayizi A4 ikhasi kumbe ingxenye yalo ngu-R0,40

(c) Uma uzolithatha ngobuchwepheshe obufundelayo kwikhompyutha–

(i) icwecwe R40,00

(d) (i) Ukubhalelwa kodwa phansi nokuchazelwa imifanekiso, wuR22,00 ikhasi elingusayizi A4 kumbe ingxenye yalo

(d) (ii) ikhophi yomfanekiso R22,00

(e) (i) Ukubhalelwa yonke imisindo eqoshiwe, wuR12,00 ikhasi elingusayizi A4 kumbe ingxenye yalo

(ii) ikhophi yerekhodi eliqoshiwe wuR17,00

Ukubheka irekhodi nokulilungiselela ukuba lidalulwe, (f) R15, 00 ihora eilodwa kumbe ingxenye yalo, ngaphandle kwehora lokuqala, kudingeka elinye lokulungiselela ukulibheka nokulilungisa irekhodi.

(2) Ngokwenhloso yesigaba 22(2) soMthetho, lokhu okulandelayo kuyadingeka:

(a) Amahora ayisithupha ayonikezwa ngaphambi kokuqala emuva kokukhokhwa kwemali yesibambiso; nolwazi olungalinganiselwa

(b) kokukodwa kokuthathu uma ekukhokhwe imali yesibambiso salowo ocela ulwazi.

(c) Imali yokuposa ikhokhwa uma irekhodi eliceliwe selikulungele ukuposwa.

IFOMU B

ISAZOSP SOKWEDLULISA ISICELO NGAPHAKATHI

(iSigaba 75 soMthetho oKhuthaza ukuKhishwa koLwazi, 2000)

(uMthetho onguNo. 2 ka 2000)

[uMgomo 8]

YISHO INOMBOLO EYINKOMBA: ……..

A. Imininingwane yohlaka olufaka isicelo

Ogunyazwe/iPhini logunyazwe ukukhipha ulwazi:

……

……

……

……

B. Imininingwane yocelayo/ uhlangothi olwedlulisa isicelo ngaphakathi

(a) Imininingwane yomuntu ofaka isicelo sokwedlulisa isicelo solwazi sangaphakathi kumele ifakwe ngezansi.

(b) Ubufakazi besikhundla sofaka isicelo sokwedlulisa isicelo solwazi, uma sikhona, kumele sinanyathiselwe lapha.

(c) Uma ofaka isicelo enzela omunye kungeyena obesifakile phambilini, kumele akafe imininingwane yakhe esikhaleni esingu C ngezansi.

Amagama aphelele nesibongo:

……..

……

……

Inombolo kamasizi:

……..

Ikheli lePosi: ……

……
……
……. Inombolo yefeksi:
……
Inombolo yefoni: ……. Ikheli lonyazi: ……..…….
Isikhundla somuntu ofaka isicelo esedluliselwe ngaphakathi egameni lomunye umuntu: ..……
……
……

C. Imininingwane yofaka isicelo esedlulisiwe

Lesi sikhala kumele sigcwaliswe KUPHELA uma kungumuntu wesithathu ofisa ukwedlulisa isicelo (kungeyena umnikazi ngqo).

Amagama aphelele nesibongo:
……....
……
……
Inombolo kamazisi:
……

D. Isinqumo sokwedlulisa isicelo

Shaya uphawu X maqondana nesizathu esenza wedlulise isicelo ngaphakathi:

Ukunqatshwa kwesicelo sokuthola ulwazi
Isinqumo mayelana nezimali ezinqunyiwe esigabeni 22 soMthetho
Isinqumo mayelana nokwelulwa kwesikhathi okumele kusetshenzwe ngaso isicelo ngokwesigaba 26(1) soMthetho
Isinqumo ngokwesigaba 29(3) soMthetho sokunqaba ukunikeza ulwazi ngesicelo esifakiwe
Isinqumo sokwemukela isicelo

E. Izizathu zokwedlulisa isicelo

Uma isikhala singenele, qhubeka ubhale epheheni eliseceleni bese ulinamathisela.

Kumele uwasayine wonke amaphepha owanamathisele

Balula izizathu ezenza wedlulise isicelo ngaphakathi: ……..
……
……

Bhala olunye ulwazi olungadingeka kulesi sicelo:……

……

……

……

F. Isaziso ngesinqumo sokwedluliswa kwesicelo

Uyokwaziswa ngokubhalwe phansi ngesinqumo sesicelo sakho. Uma ufisa ukwaziswa ngenye indlela, yisho bese ufaka nemininingwane ehambisana naleyo ndlela oyicelile ukuse sihambisane nayo.

Yisho leyo ndlela:

……..

Imininingwane edingekayo:

……...

……

……

Sisayinwe e …… mhlaka …… inyanga

…… 20 …..

……

ISIGINISHA YODLULISA ISICELO

ISIKHALA SOMNYANGO LESI:

IREKHODI OKUYILONA OKUFAKWA ISICELO ESEDLULISIWE

Isicelo sifakwe ngo …….. (usuku) ngu

..…….

……

……

(isikhundla, igama nesibongo sogunyazwe/iphini logunyazwe ukunikeza ulwazi Isicelo esedlulisiwe nezizathu ezinikezwa ngogunyazwe/iphini logunyazwe ukunikeza ulwazi, uma zikhona kanye nemininingwane yofaka isicelo okunguyena odinga amarekhodi

…… (usuku) kuye kuzihathimandla ezifanele.

UMPHUMELA WOKWEDLULISWA KWESICELO:

ISINQUMO SOGUNYAZWE/IPHINI LOGUNYAZWE UKUKHIPHA ULWAZI ASIGUQUKI/KUKHISHWA ESISHA

ISINQUMO ESISHA:

…..…….

……

……

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…… ……

USUKU LOHLALA OLUGUNYAZIWE OLUFANELE

SEMUKELWE NGOGUNYAZWE/IPHINI LOGUNYAZWE UKUKHIPHA ULWAZI OHLAKENI OLUGUNYAZIWE OLUFANELE

(usuku): ……..