



**MUNISIPALITEIT
MUNICIPALITY
UMASIPALA**

RB589/29-05-2015

**TABLING OF THE 2015 / 2016 ANNUAL BUDGET (WITH ALL
BUDGET SUPPORTING DOCUMENTS) BEFORE THE COUNCIL
FOR CONSIDERATION AND APPROVAL**

Resolved that:

1. Council resolves that the annual budget of the municipality for the financial year 2015/16; and Indicative for the two projected outer years 2016/2017 and 2017/2018 be approved as set-out in the following schedules:
 - 1.1 Operating revenue by source reflected in schedule A2;
 - 1.2 Operating expenditure by source reflected in schedule A2;
 - 1.3 Operating Income and expenditure by GFS classification reflected in schedule A3;
 - 1.4 Capital expenditure by vote reflected in schedules A5;
 - 1.5 Capital funding by source reflected in schedule A5;

Optional resolution for appropriating multi-year capital budget

- 1.6. Council resolves that multi-year capital appropriations by vote and associated funding reflected in schedules A5 be approved.
2. Council resolves that property rates reflected in tariff list in Annexure B are imposed for the budget year 2015/16.
3. Council resolves that tariffs and charges reflected in tariff list in Annexure B are approved for the budget year 2015/16.

4. Council resolves that the amended policies for property rates, Indigent, tariffs and debt collection as reflected in Annexure B are approved for the budget year 2015/16.
5. Council resolves that the other amended budget related policies reflected in Annexure B are approved for the budget year 2015/16.
6. That Council considers and approves the 2015/2016 Annual budget with the proposed Municipal tariffs as attached together with the supporting documents as well as the operating and capital budget.

Proposed: Cllr. C September
Seconded: Cllr. P Petersen



CHAIRPERSON / VOORSITTER

29 / 05 / 2016
DATE / DATUM

CEDERBERG MUNICIPALITY



RELOCATION POLICY



TABLE OF CONTENTS

1. PREAMBLE.....	3
2. DEFINITIONS	3
3. LEGAL FRAMEWORK.....	3
4. SCOPE AND APPLICATION	3
5. OBJECTIVES OF POLICY	3
6. POLICY CONTENT.....	3
6.1 Relocation Expenses.....	3
6.2 Travel Expenses	3
6.3 Internal Appointments.....	3
6.4 Internal Transfer	4
6.5 Voluntary Internal Transfer.....	4
6.6 Exclusions	4
6.7 Employee Obligations	4
7. IMPLEMENTATION AND MONITORING	4
8. COMMUNICATION	4
9. POLICY REVIEW	4
11. ROLES AND RESPONSIBILITIES	4
13. DISPUTE RESOLUTION.....	5
14. IMPLEMENTATION.....	5

1. PREAMBLE

The policy is aimed at facilitating the reimbursement of employees being transferred at the request of the Municipality to another locality, necessitating a residential change.

2. DEFINITIONS

All terminology used in this policy shall bear the same meaning as in the applicable legislation.

3. LEGAL FRAMEWORK

South African Income Tax Act 58 of 1962

4. SCOPE AND APPLICATION

This policy applies to all employees of Municipality and/or prospective employees (appointees).

5. OBJECTIVES OF POLICY

The purpose of this policy is to outline provisions for travelling and removal expenses for employees and prospective employees (appointees). It will regulate internal transfers that may warrants relocation of furniture.

6. POLICY CONTENT

6.1 Relocation Expenses

The Municipality will reimburse, subject to prior approval by the Municipal Manager, new appointees an amount equivalent to one month's cost to company. The removal expenses will be classified as "Other Allowances" in terms of the Income tax Act and IRP5 code 3714 will be allocated to these costs for Pay As You Earn purposes.

6.2 Travel Expenses

The appointee and/or his/her dependant family is not entitled to any travelling expenses for the acceptance of the offer of employment.

6.3 Internal Appointments

When an employee of the Municipality voluntarily and at his/her own accord applies for a position within the Municipal service, and is successful in a position warranting travelling and moving to a different location within the boundaries of the municipality, such travelling and removal costs will be at Municipality's cost

6.4 Internal Transfer

Should Municipality transfer an employee for operational reasons within the boundaries of the municipality, and such post warranting travelling and moving to another area, Municipality shall bear the full costs of travelling and removal subject to submission of the lowest quotation of the three (3).

6.5 Voluntary Internal Transfer

When an employee of Municipality voluntary request Municipality to relocate to another area within the municipality, even when no vacant position exists, such cost will be at the employee's own cost.

6.6 Exclusions

Municipality is not responsible for expenses associated with storage of appointee household belongings and insurance. These will be the sole responsibility of the employee.

6.7 Employee Obligations

Should any employee who's travelling and removal expenses have been covered by Municipality leave within a period of less than 12 calendar months, the total amount travelling and removal expenses will be recovered by Municipality.

7. IMPLEMENTATION AND MONITORING

This policy will be implemented and effective once recommended by the Local Labour Forum and approved by Council.

8. COMMUNICATION

This policy will be communicated to all Municipal employees using the full range of communication methods available to the municipality.

9. POLICY REVIEW

This policy will be reviewed annually and revised as necessary.

10. BUDGET AND RESOURCE

The financial and resource implication/s related to the implementation of this policy should be qualified and quantified.

11. ROLES AND RESPONSIBILITIES

The Municipal Manager or his/her delegate assignee accepts overall responsibility for the implementation and monitoring of the policy.

12. PENALTIES

Non-compliance to any of the stipulations contained in this policy will be regarded as misconduct, which will be dealt with in terms of the disciplinary Code.

13. DISPUTE RESOLUTION

Any dispute arising from this policy due to ambiguous wording or phrasing must be referred to the Local Labour Forum for adjudication. Resolutions from the Local Labour Forum must be incorporated into the policy.

14. IMPLEMENTATION

The policy shall be implemented after consultation with the labour unions and the approval of the Municipal Manager.

Signed at on thisday of.....

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MUNICIPAL MANAGER

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IMATU CHAIRPERSON

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SAMWU CHAIRPERSON