

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

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### **59 AMENDMENT OF TARIFF OF CHARGES FOR 2022/23: LIBRARY AND INFORMATION SERVICES; ARTS, CULTURE AND HERITAGE SERVICES; SPORT FACILITIES, RECREATION CENTRES AND SWIMMING POOLS**

#### **1 STRATEGIC THRUST**

Improving and strengthening the Cities financial position.

#### **2 OBJECTIVE**

To obtain approval for the amendment of Tariff of Charges for Community Development: Library and Information Services; Museums, Arts, Culture and Heritage Services and Sport Facilities, Recreation Centres and Swimming Pools for the 2022/23 financial year.

#### **3 BACKGROUND**

During the 2021/22 financial year, Community Development Finance together with Sport and Recreation; Arts, Culture and Heritage and Library Information Services undertook the exercise to review the current tariffs and standardise certain tariffs across all directorates while implementing uniformity in the hiring of its facilities. Where tariffs remained unchanged, the parameters for the increases for the next three financial years from 2022 to 2025 of 5.00%, 4.5% and 4.5% respectively have been applied.

#### **4 HIRING OF COMMUNITY DEVELOPMENT FACILITIES**

The general conditions of hire and the booking procedures have been applied to all Community Development facilities. To increase access to all facilities, free utilization of facilities in line with programmes is included in the tariff structure.

Where facilities are in reasonable condition, a "user pay policy" is implemented. Tariffs vary from region to region as well as directorates. Blanket uniformity in the tariff structures cannot be achieved across the City of Johannesburg, due to differences in the socio-economic groups serviced, different target markets, accessibility of services, and size of facilities, previous imbalances and the facility status.

Closure of facilities during national lockdown regulations levels 3-5; where facilities have been hired, hiring fees will be refunded in full for dates falling within the lockdown regulations.

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

---

City of Johannesburg internal departments who wish to utilize any of the Community Development facilities are required to pay full hire fee for the use of the facilities and follow the general conditions of hire. All requests must be made in writing by the head of the department on the official letterhead. An inter-department charge will be raised via journal for the charges.

General Conditions for reduced fees:

(1) 50 % Discount:

A 50% discount will apply in respect of bookings made by the following groups/organizations. All users and venue hirers will sign a venue hire contract which stipulates the terms and conditions.

- Educational and learning institutions including early childhood development;
- Persons with disabilities (PWDs);
- Registered Political parties and Structures of Civil Society;
- Registered Non-Governmental Organisations;
- Registered Non-Profit Organisations;
- Registered Non-Profit Companies;

An official letterhead with company name and registration number must accompany all applications for 50% discount.

(2) Free usage

- (a) Free usage of facilities during the off-peak periods (8:00 till 13:00) is introduced in the tariff structure to encourage unemployed youth and senior citizens to make use of City facilities in a structured fashion;
- (b) Development Groups: Group that is initiated by the Directorates or in partnership with a NGO or other stakeholders;
- (c) Memorial Services of Council Employees and Councillors on recommendation of the relevant Executive Head of Department (employees) and Speaker of Council (councillors);
- (d) Community Forum Meetings (eg. CPF);
- (e) Priority codes that have signed an agreement with the directorate.

All users interested in hiring any of the Community Development facilities regardless of whether they qualify for free usage or a discount are required to fill in all relevant venue hire contracts.

## **COMMUNITY DEVELOPMENT**

---

In respect of the above the following conditions will apply:

- Responsibilities in cases of damage or breakages and cleaning will be borne by the responsible person in the department or organization using the facility;
- Where free usage is applicable, a usage contract should be completed;
- The Culture and Recreation by-laws should be strictly adhered to;
- This tariff report allows the Director: Sport and Recreation, Arts, Culture and Heritage and Library Information Services to waive tariffs for special designated groups;
- The tariff schedule should be read in conjunction with the main report;
- Facilities are hired voetstoots.

### **(3) GENERAL RULES**

- The duration of a full hire period is equal to 8 hours;
- Usage of a venue up to 4 hours is 50% of the tariff;
- Hire of a venue is related to the space and not according to the type of function. It is informed by the venue and period of use;
- Set-up and Break up tariffs: First 2 hours will be no charge, 2 to 4 hours is 50% of the tariff and 5 hours and more the full tariff will apply;
- Kitchen usage is free of charge, except where a separate fee is stated;
- The waiving of tariffs does not necessarily imply the waiving of the deposit.

This is in terms of managing risk. The responsible directors have the discretionary power to increase the amount of refundable deposit depending on the risk of the function/event.

- Refundable deposit is charged according to the risk of the function. High risk is equal to 100% of facility hire. Medium risk is equal to 50% of facility hire. Low risk is equal to 25% of facility hire. Risk will be determined by the facility manager based on the function;
- Hourly / session rates are proportionate to the hall hire fee.

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

---

### **5 LIBRARIES AND INFORMATION SERVICES**

#### **(1) Charges in General**

In terms of the Policy on the Management of Resources and Facilities of Library and Information Services as approved by Council, Library and Information Services (LIS) provides free basic library services to all who work, study and live (residents) in the City of Johannesburg as well as free access to electronic services to all, to increase access to library resources/information.

Charges are raised for value-added services that address the needs of only a limited number of users (e.g. borrowing audio-visual material, orchestral music, bulk vocal scores) or for customized information packages and literacy services to small businesses. Other charges in the schedule relate to compensation for abuse of privileges, loss or damage to library resources, hiring of auditoriums or meeting rooms and photographing of library material or filming and photographing on library premises for commercial gain.

During National lockdown level 3-5, value added services related to membership fees and fines would not be charged.

Although LIS follows the budget parameters for the increases, the following methodology is applied as well:

- Every financial year LIS review tariffs and gives consideration to the input, comments, queries and suggestions from library users, community members and frontline staff at facilities.
- LIS compares charges with the tariffs of neighbouring municipalities/metropolitans and fees charged by the Post Office and other commercial shops for photocopying and printing, etcetera. The tariffs, therefore, for 2022/23 are based on the above considerations as well as the budget parameters which have been set at 5.0%, 4.5% and 4.5% for the 2022/23, 2023/24 and 2024/25 financial years respectively.

#### **(2) Basic Services and Tariffs**

With the exception of non-residents and visitors, access to basic services will remain free of charge.

Basic services include:

- (a) Adult residents (including students and senior citizens) are able to borrow a maximum of four (4) books/single music scores;
- (b) Children and young adults (teenagers) are able to borrow a maximum of three (3) books;

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

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- (c) Organisations, except for profit or commercial organisations are able to borrow up to a maximum of ten (10) books/single scores;
- (d) Schools may receive block loans of between ten (10) and thirty (30) books per class;
- (e) The homebound may receive twenty (20) books at a time;
- (f) Old Age Homes and literacy organisations may receive book deposit loans according to need;
- (g) As part of the LIS eLearning programme, electronic services membership is free and open to all citizens of and visitors to the City of Johannesburg.

### **(3) Value Added Tariffs**

Annual user charges apply for the following value-added services:

- (a) If a member (adults, senior citizens, students, children and young adults) wishes to borrow up to a maximum of two additional books/single music scores more than the prescribed maximum;
- (b) If a member or organisation wishes to borrow items from the student collections or audio-visual items, orchestral music and bulk vocal scores. An additional handling fee per orchestral set and bulk vocal scores will be charged;
- (c) Customized information packages, for example for researchers, travel information packages are prepared on request for individuals. Previously charged at an hourly rate, this will be changed to a flat fee based on the level and depth of the information required. Two types of packages will be available, namely the Standard Research package, charged at R109.00 where a basic compilation of information is required and an Advanced Research package, charged at R328.00 for compilation of information from the specialist collections or which requires tracking information from multiple sources.
- (d) Literacy services for small businesses (less than twenty employees) requiring computer-based literacy services where charges are determined per learner and in terms of training hours needed by the learner to pass the relevant examinations. A sliding scale of charges in relation to the number and literacy level of enrolled learners per company is applicable.

### **(4) Exclusion from increases**

It is proposed that the increases of 5.00%, 4.5% and 4.5% for the 2022/23; 2023/24 and 2024/25 financial years respectively not be applied to:

- (a) Audio-visual items: Due to the technical obsolescence of some audio-visual equipment (e.g. tape cassette players, record players and video cassette players), Library and Information Services no longer purchases tape cassettes, records and videocassettes. Should any existing items

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

**COMMUNITY DEVELOPMENT**

of these formats be damaged or lost, they will be replaced with an equivalent item in a CD or DVD format. Similarly, the replacement cost for audio books will be more than the stipulated recommended increases as audio books previously acquired on tape cassettes will be replaced with an equivalent item in a CD or DVD format;

- (b) Reference books: If the value of the reference items in the Johannesburg City Library Special Collections is greater than the proposed replacement cost for general reference items, it is recommended that the replacement tariff of these items be equivalent to the value of a replacement copy of that item.

(5) Tariffs for facilities at Johannesburg City Library and Sandton Library

The facilities for public use available at the Johannesburg City and the Sandton Library are different from those available at other library facilities, e.g. auditoriums are available and not just activity rooms. The tariffs for these public use facilities are therefore reflected separately in the Schedule of Charges.

It is proposed that the Library Information Services tariffs as reflected in "Annexure A & B" be implemented as from 01 July 2022.

## 6 SPORT, RECREATION AND SWIMMING POOLS

The tariffs for 2022/23 are based on the budget parameters which have been set at 5.00%, 4.5% and 4.5% for the 2022/23, 2023/24 and 2024/25 financial years respectively. The general rules regarding the hiring of the facilities are outline in paragraph 4 above. New Sport and Recreation facilities that would become operational during the 2022/23 financial year where no tariffs have been included would utilise tariffs of facilities that are similar in nature, size and serve a similar demographic population.

The tariff review process required the following amendments to be made to the sport and recreation tariffs apart from the budget parameters:

### Recreation Centres

Region B (Annexure C3)				
Ferndale Recreation Centre				
			2021/22	2022/23
Funda				
Hiring Fee	Per Day	New	-	611
Studio				
Hiring fee	Per Day	New	-	611
Rainbow Room				690
Hiring fee	Per Day	New	-	

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

**COMMUNITY DEVELOPMENT**

Sunny side Room				
Hiring fee	Per Day	New	-	690
Strelitzia Room				
Hiring fee	Per Day	New	-	210
Berario Recreation Centre				
Line dancing	Per Month	Reduced	1 005	530
Open D	Per Month	Reduced	498	340
Tai Chi	Per Month	Increase	492	530
Yoga	Per Month	Reduced	667	492

**Swimming Pools**

The tariffs for swimming pools were amended according to the budget parameters.

- (1) Children involved in a sport and recreation structured program at swimming pools will gain free access to all pools between 08:00 – 13:00 during the week, thereafter the normal tariff will be applicable;
- (2) Swimming pools also make provision for small birthday parties, corporate team building function, baptisms and hiring of the pools after hours in line with special terms and conditions.
- (3) The following swimming pools will remain free to the public for the 2022/23 financial year:

Region B	Region C	Region E	Region F
Roosevelt park Verity park Blairgowrie Kensington B Robin Hills Windsor east Windsor west Osche square B	Davidsonville	East Bank	Moffat park Hoflandpark Robertsham

It is proposed that the Sport, Recreation and Swimming pool tariffs as reflected in "Annexure C1 to C16" be implemented as from 01 July 2022.

**7 ARTS, CULTURE AND HERITAGE**

The Directorate of Arts, Culture and Heritage manages amenities in the form of arts centers and museums that supply tangible and intangible services to the public for a charge. Charges are made for these diverse services in the form of fees for: entrance, hire of equipment and facilities, filming, supply of images of objects, postcards, posters, publications and other printed matters as well as photocopies.

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

---

The arts, culture and heritage facilities are located primarily in Regions D, F and C. They are:

### **Museums and Galleries**

Museum Africa, Johannesburg Art Gallery, Roodepoort Museum, Workers Museum, James Hall Museum of Transport, Credo Mutwa Cultural Village and Hall, Hector Pieterse Memorial and Museum, Kliptown Open Air Museum, the June 16 1976 Interpretation Centre and the Alexandra Heritage Centre.

### **Arts and Culture**

Mofolo Cultural Bowl, Mofolo Art Centre, Oppenheimer Tower, Uncle Tom's Community Centre and Bapedi Art Centre.

### **Charges in General**

A review of the tariffs was undertaken in the 2021/22 financial year taking into consideration several factors such as the locality of a facility, socio economic conditions as well as the prevailing condition of the facilities. In a number of cases, the tariffs may have been kept unchanged or lowered depending on the above factors.

Hire fees collected for bookings during National lockdown levels 3-5 will be refunded in full.

The tariffs for 2022/23 are based on the above considerations as well as the budget parameters which have been set at 5.0%, 4.5% and 4.5% for the 2022/23, 2023/24 and 2024/25 financial years respectively. It is proposed that the Arts, Culture and Heritage tariffs as reflected in "Annexure D" be implemented as from 01 July 2022.

## **8 POLICY IMPLICATIONS**

The proposed increase is in line with the City of Johannesburg's guiding principles on the determination of tariffs in that tariffs should be equitable and affordable.

## **9 CONSTITUTIONAL AND LEGAL IMPLICATIONS**

Section 74(3) of the Municipal Systems Act allows for the differentiation between different categories of users, debtors, service providers, services, service standards, geographical areas and other matters for tariff purposes as long as the differentiation does not amount to unfair discrimination;

The City of Johannesburg is authorised in terms of Section 11(3) (i) and 75A (1) and (2) of the Local Government: Municipal Systems Act, 2000 read with Section 24 (2) (C) (ii) of the Local Government: Municipal Finance Management Act, 2003, to levy and amend tariffs of charges in respect of any function or service of the municipality. It



City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

---

should though be kept in mind that by virtue of Section 28 (6) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) once the new tariffs have been determined in respect of the 2021/22 Financial Year, it may not be further increased during that financial year, except when required in terms of a financial recovery plan as contemplated in the Act. For that reason it is essential to ensure that the proposed increases comply with the budgeted needs of the Council in respect of the 2021/22 Financial Year.

### **10 FINANCIAL IMPLICATIONS**

The tariffs for the Library and Information Services, Sport and Recreation as well as Arts, Culture and Heritage for 2022/23 must be increased by 4.85% vat inclusive, with a few motivated exceptions. Community Development Finance supports the amendments.

### **11 ECONOMIC IMPLICATIONS**

Improving the socio-economic conditions of the communities within the City through sport, recreation, arts, culture, heritage and learning while increasing the income of the City through revenue collection by providing these services.

### **12 COMMUNICATIONS IMPLICATIONS**

The relevant information regarding the amended tariffs will be communicated to all stakeholders in the manner prescribed by law.

### **13 OTHER DEPARTMENTS/BODIES CONSULTED**

- Budget Office.
- Group Legal and Compliance Contracts
- Financial Compliance
- Users of the facilities

## **IT IS RECOMMENDED**

- 1 That, in terms of Sections 11(3)(i) and 75A(1) and (2) of the Local Government: Municipal Systems Act 2000, (Act 32 of 2000) as amended, read with Section 16(2) (c)(ii) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the City of Johannesburg declares its intention to amend with effect from 1 July 2022 its Tariff of Charges (Vat Inclusive) for;**

- **Library and Information Services as set out in Annexure A and B;**
- **Sport Facilities, Recreation Centres and Swimming Pools as set out in Annexure C1-C16;**

City of Johannesburg Council 2022-03-16/17

COJ : MAYORAL COMMITTEE 2022-03-13

## **COMMUNITY DEVELOPMENT**

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- **Arts, Culture and Heritage Services as set out in Annexure D.**
- 2 That in terms of Section 22(b) (i) and (ii) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), a copy of the notice and documents be sent forthwith to the National and Provincial Treasury; MEC for local government; as well any other organ of state or municipality affected by the budget to solicit their views.**
  - 3 That the Executive Director: Finance in conjunction with Director: Legal and Compliance Group Legal and Contracts, in consultation with the Council's relevant Departments and all interested parties, report on the comments received in terms of paragraph 2 above with recommendations on the final draft of the Tariffs of Charges for approval.**
  - 4 That Director: Library and Information Services; Director Sport and Recreation and Director Arts, Culture and Heritage be given authority to waive tariffs for special designated groups for the 2022/23 financial year, as detailed in the report.**
  - 5 That the report be submitted to a relevant Section 79 Committee for noting.**

(COMMUNITY DEVELOPMENT)

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(tc)

THE NEXT ITEM FOLLOWS THE ANNEXURES TO THIS ITEM