

---

## GOVERNMENT NOTICE

---

### DEPARTMENT OF PROVINCIAL AND LOCAL GOVERNMENT

No. 99

8 February 2007

**LOCAL GOVERNMENT: MUNICIPAL PROPERTY RATES ACT, 2004 (ACT NO. 6 OF 2004): DETERMINATION OF CONDITIONS OF APPOINTMENT OF MEMBERS OF APPEAL BOARDS AND MEMBERS OF COMMITTEES ESTABLISHED BY APPEAL BOARDS**

Under section 61(1), read together with section 71(5), of the **Local** Government: Municipal Property Rates Act, **2004** (Act No. 6 of 2004), I, Fholisani Sydney Mufamadi, Minister for Provincial and **Local** Government, hereby, after consultation with the MECs for local government, with effect from 08 February 2007, determine the conditions of appointment of members of appeal boards and members of committees established by appeal boards as set out in the Schedule.

**F S MUFAMADI**

**MINISTER FOR PROVINCIAL AND LOCAL GOVERNMENT**

## SCHEDULE

### Definitions

1. In this Schedule, a word or expression to which a meaning has been assigned in the Act, has that meaning unless the context indicates otherwise-  
‘**committee of an appeal board**’ means a committee contemplated in section 71 of the Act;  
‘**member**’ means -
  - (a) a member of an appeal board;
  - (b) an alternate member contemplated in section 64 of the Act; and
  - (c) a member of a committee of an appeal board who is not **also** a member of an appeal board;‘resident’ means a person who is ordinarily resident-
  - (a) in a local municipality;
  - (b) district management area; or
  - (c) metropolitan municipality;‘**the Act**’, means the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004).

### Conditions of appointment of members of appeal boards and members of committees established by appeal boards

2. (1) The chairperson of an appeal board and of a committee of an appeal board is remunerated at the same tariff prescribed from time to time for a chairperson of a Commission by the National Treasury circular issued in terms of Treasury Regulation 20.2.2.
- (2) A member of an appeal board and of a committee of an appeal board is remunerated at the same tariff prescribed from time to time

for a member of a Commission by the National Treasury circular issued in terms of Treasury Regulation 20.2.2.

- (3) The remuneration referred to in subregulations (1) and (2) is for an eight hour working day, and where more or less hours of service are rendered, a chairperson of an appeal board and of a committee of an appeal board or other member, as the case may be, must be remunerated for such hours of service in proportion to an eight hour working day.
- (4) Where a chairperson of an appeal board and of a committee of an appeal board or other member, as the case may be, makes use of his or her own vehicle to attend meetings of an appeal board or a committee of an appeal board, an allowance is payable in accordance with the tariffs prescribed from time to time by the national Department of Transport for use of privately owned vehicles.
- (5) Where a chairperson of an appeal board and of a committee of an appeal board or other member, **as** the case may be, is not resident in a local municipality, district management area or metropolitan municipality, for which the appeal board has been established, allowances are payable subject to the following limitations:
  - (a) Air fares: Economy class
  - (b) Motor rental: Category A or **B** vehicles
  - (c) Private vehicle: **As** provided for in subregulation (4)
  - (d) Hotel accommodation (bed and breakfast): Three or Four star or equivalent

### Processing of claims

3. (1) A Municipality for which an appeal board was established in terms of section 56 of the Act must remunerate and compensate a chairperson of an appeal board and of a committee of an appeal board or member, as the case may be, within 30 days of the submission of a claim to the municipality;
- (2) A claim for payment contemplated in sub-regulation (1) must be accompanied by a copy of a register of attendance signed by a chairperson of an appeal board and of a committee of an appeal board or member, as the case may be, together with a completed traveling and accommodation claim form required by the municipality concerned, where applicable;
- (3) The chairperson of the appeal board and of a committee of an appeal board is responsible for ensuring the due completion of the claim forms and the attendance registers, which must in the case of the attendance register include
- (i) details of the Municipality against whose valuation roll or supplementary valuation roll appeal(s) have been lodged; and
  - (ii) the duration of such appeal(s); and
- (4) The Municipality, against whose valuation roll or supplementary valuation roll appeal(s) have been lodged, must retain the claim forms and attendance registers for safekeeping.