



ULUNDI TRANSITIONAL LOCAL COUNCIL

BYLAWS REGARDING THE COMMUNITY HALLS AND TARIFFS

(Framed under the provisions of the Local Authorities Ordinance, No, 25 of 1974).

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COMMUNITY HALLS BY-LAWS

These bylaws apply to the utilization of community halls in Ulundi.

1. DEFINITIONS

“facilities” Shall mean any hall within the Ulundi Transitional Local Council area of jurisdiction, such as the eMachibini Hall, Dlomodlomo Hall and KwaNondwengu Centre.

“council” Shall mean the Town Council or its designated officer as authorised by the council.

“functions and events” Shall mean any activity taking place at the hall as approved through the booking process.

“deposit” An amount that is refundable after an event should the hirer abide by the conditions stipulated in the booking form.

2. PROHIBITIONS

1. Access to the facility shall only be through the gates provided.
2. No person shall drive/park in the facilities other than designated parking areas/roads.
3. No person shall cut, uproot, debark, or collect any plant in the facilities.
4. No person shall work, scribble, deface or through the use of sprays, paint/write on the buildings or walls in the facilities.
5. No person shall burn, damage, tear or remove any item from the facilities.
6. No person shall participate in or arrange any demonstration within boundaries of the facilities without written consent of the Council.
7. No person shall interfere with TLC officials in the execution of their duties in the facilities.
8. No person shall interfere or tamper with any services or installation in the facilities.
9. The Ulundi TLC may from time to time suspend or terminate the utilization of the facilities for duration as determined by Council.
10. Payment of fees for the utilization of the facilities shall be made to the TLC as stipulated in the schedule of tariffs and the receipt shall be issued after the booking of the facilities has been made.
11. Booking of the facilities shall be made at least three days before the event.

12. No animals are permitted in the facilities without the written consent of the council.
13. No hawkers/vendors shall be allowed inside or outside the premises without written consent from Council.
14. No person shall place any adverts without prior permission by the Council.
15. Speed limit within the facilities shall be 10 km/h.
16. No adult shall use equipment meant for children.
17. Illegal dumping of litter is prohibited.
18. The hirer shall abide by the conditions stipulated in the booking form to be issued at the time of booking (Annexure A).
19. No person shall fire any projectile, firecrackers including the use of firearms within the facilities.
20. The council or its designated officer may refuse permission to utilise the facilities, if insufficient time is available to make arrangements for the facilities to be available.
21. No alcohol is allowed on the premises without written approval from the council.
22. Authority to utilise the facility is not transferable and the fixed costs are not refundable.
23. The council reserves the right of admission and cancelling and/or approval of bookings for the utilization of the facilities.
24. The council shall not be liable for any damage, loss/theft or injuries to individuals and/or their property.
25. The facilities cannot be booked on a permanent or long-term basis, to enable a wide utilization of the facility.
26. Closing times: - Dlomodlomo and Emachibini halls shall be closed 23h00 during weekdays and at 00h00 during weekends.
27. KwaNodwengu centre shall be closed before 24h00 during weekdays and weekends.
28. The hirer is responsible to ensure that noise and disturbance levels are limited with respect to the residential properties close to the hall.
29. The applicant is responsible to prevent any unauthorized access to the premises.
30. No person/organization is authorized to charge hawkers for trading within or outside the premises.
31. The user must make sure that all-electrical apparatus used comply with safety standards and that it does not present a safety hazard to anyone.

COMMUNITY HALLS BY-LAWS

3. SCHEDULE OF TARIFFS

The following rates will be payable to the Ulundi Transitional Local Council. (All rates are VAT included).

	DAY	DEPOSIT (refundable)
1. Functions/events where no entry fees are paid - KwaNodwengu - All other local halls	R300.00 R200.00	R300.00 R300.00
2. Functions/events where entrance fees are paid.	R500.00	R400.00
3. Sport development project – Council Subject to prior approval by TE	FREE	R200.00
4. Continuous training & sports and Recreation development sessions by Local Sports and Recreation Association of which the duration is one month or longer.	R2,50 per hour at maximum of 3 days per week at 1hr per day	R300.00 (monitored on monthly basis)

ANNEXURE A

REF NO. : I 16/2
ENQUIRIES : SPORT OFFICER
TEL NO. : 8700 501 EXT 2218

ULUNDI COMMUNITY HALLS

The Town Clerk
Ulundi Transitional Local Council
Private Bag X17
ULUNDI
3838

APPLICATION TO UTILIZE A COMMUNITY HALL AT

.....

Date:.....

APPLICANT

Name :

TEL. NO.:.....

Identity number:.....

Organisation's Residential

Address:.....

Postal

Address:.....

.....

Time

(from/to):.....

.....

Purpose

.....

.....

.....

.....

I undertake to:

1. Leave the facility in a clean, tidy and sanitary condition.
2. Remove any equipment brought therein by me or on my behalf during the course of the hire.
3. Replace and re-arrange any equipment or fitting forming part of the normal equipment of the facility and remove therefrom or displayed by me during the course of the hire.
4. Make good any damage to the facility or the fixture/s, equipment or fence/s therein affected during the hire to the satisfaction of the Town Engineer.
5. Complete all removals, replacements and re-arrangements of equipment and cleaning of the facility before 08h00 on the morning following the termination of the hire.
6. Hold myself responsible for the good conduct and orderliness of all persons allowed on the premises during the course of the hire and shall take all reasonable steps to ensure that such persons conduct is good and orderly during such period.
7. Abide by the by-laws.

DATE:.....

SIGNATURE OF APPLICANT:.....

FOR OFFICE USE ONLY

RECEIPT NO.:.....

CHARGE: R..... DEPOSIT:.....

DATE:

APPLICATION APPROVED:.....

DATE:.....

MUNISIPALE KENNISGEWING — ISAZISO SIKAMASIPALA — MUNICIPAL NOTICE**No. 56, 2003**

13 Novemba 2003

ULUNDI**UKWENYUSWA KWEZINDLEKO ZOKUSETSHENZISWA
KWAMAHHOLO OMPHAKATHI****OKUVUNYELWANE NGAKHO YILOKHU**

1. Inkonzo yesikhumbuzo nemingcwabo izoba ngu R100.00 kanye nesibambiso sika R200.00 okuyimali ebuyayo uma kungonakalanga noma kungalimalanga lutho.
2. Imicimbi okungenwa kuyo ngemali kuzoba R100.00 ngehora kanye no R400.00 oyisibambiso oyobuya uma kungonakalanga noma kungalimalanga lutho.
3. Imicimbi lakungangenwa khona ngemali R60.00 ngehora kanye no R300.00 oyisibambiso oyimali eyobuya uma kungalimalanga lutho.
4. Ukuziqeqesha nokuzithukisa kwezinhlobo ezahlukene zezemidlalo nokungcebeleka ngaphezu kwenyanga kubiza R5.00 ngehora kanye no R300.00 oyisibambiso.
5. Inkokhelo nge-oda kunoma yiziphi izikhungo kumisiwe.
6. Ukusula (ukukhansela) kokubhuka ihholo kufanele kwenziwe ngencwadi ezinsukwini eziyisikhombisa ngaphambi kosuku olwalubhukiwe; imali yonke ibuyiselwe iphelele.
7. Uma ihholo likhanselwa emuva kwezinsuku ezibekiwe ingxenye (uhhafu) yemali ekhokhiwe iyobanjwa.
8. Ikhansela lesigceme kufanele laziswe uma kukhona okwenzekayo esigcemeni salo.

No. 56, 2003

13 November 2003

ULUNDI MUNICIPALITY**UPGRADING OF COMMUNITY HALLS BY-LAWS:
SCHEDULE OF TARRIFS****PROPOSED TARIFFS**

1. Memorial and funeral services will stay as it is R100.00 charge plus R200.00 refundable deposit.
2. Functions where entrance fees are paid R100.00 per hour plus R400.00 refundable deposit.
3. Any other function where entrance fees are not paid R60.00 per hour plus R300.00 refundable deposit.
4. Continuous training of sports and recreation development session by various sports codes of which the duration is one month or longer R5.00 per hour plus R300.00 refundable deposit.
5. Payments made by order forms (customer printed forms detailing method of payment)
6. The hall hire amount paid including the deposit will be refunded in full to the customer if he/she cancelled the bookings in writing.
7. 50% will be subtracted from the amount paid to hire the hall if the customer failed to cancel the bookings seven days before the actual date the hall was booked for, the full amount for hall hire will be charged or not refunded to the customer who failed to cancel the booking. This is regarded whether the customer did or did not use the hall.
8. The ward councillor should be notified of activities taking place in his/her ward.