

City of Johannesburg Council 2017-03-30

COJ : MAYORAL COMMITTEE 2017-03-22

COMMUNITY DEVELOPMENT

60 AMENDMENT OF TARIFF OF CHARGES FOR: LIBRARY AND INFORMATION SERVICES, ARTS, CULTURE AND HERITAGE SERVICES

1 STRATEGIC THRUST

Economic Growth and Good Governance.

2 OBJECTIVE

To obtain approval for the amendment of the Tariff of Charges for Library and Information Services; Museums Arts, Arts, Culture and Heritage Services and Sport Facilities, Recreation Centres and Swimming Pools.

3 BACKGROUND

Libraries and Information Services

4 SUMMARY

(1) Tariffs

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 audiovisual 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, rental of auditoriums or meeting rooms and the filming or photographing on library premises for commercial gain.

The parameters for the increases for the next three financial years from 2017/18 to 2019/20 of 6.2%, 5.9% and 5.4% respectively have been applied to adjust the applicable tariffs.

(2) Basic Tariffs

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

- Adult residents (including students and senior citizens) will be able to borrow a maximum of six (6) books/single music scores;

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- Children and young adults (teenagers) will be able to borrow a maximum of four (4) books;
- Organisations, except for profit or commercial organisations, will be able to borrow up to a maximum of ten books/single scores;
- Schools will receive block loans of between ten and thirty books per class;
- The homebound will be provided with twenty books at a time;
- Book deposit loans will be made to Old Age Homes and Literacy organisations;
- As part of the eLearning project, 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:

- 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;
- If a member or organisation wishes to borrow items from the student collections or audiovisual items, orchestral music and bulk vocal scores. A handling fee per orchestral set and bulk vocal scores will be charged;
- Customized information packages, for example for researchers, hobbyist packages, travel information packages which are prepared on request for individuals with fees determined by the level and depth of the information required and agreed upon by the librarian and the person submitting the request at the outset. The time required to collate the information packages ranged between one and several hours. The tariff is therefore charged as an hourly rate;
- 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 6.2%, 5.9% and 5.4% respectively for the 2017/18 to 2019/20 financial years respectively not be applied to:

- Audiovisual items: Due to the technical obsolescence of some audiovisual 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

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existing items of these formats be damaged or lost, they will be replaced with an equivalent item in a CD or DVD format. Similarly, the

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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;

- 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;
- Photocopies: The existing tariff for A4 greyscale photocopies is still market related and do not need to be increased. The tariff for A3 and A4 colour copies is decreased by 50% in order to be market related (in relation to commercial outlets and neighbouring municipalities).

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

The facilities for public use available at the Johannesburg City Library 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.

Where audio-visual equipment is provided with the public space, a refundable deposit is charged in addition to the charge levied for hiring the space. The charges differ depending to the type of audio-visual equipment available, e.g. a meeting room will have a projector and an auditorium will offer sound equipment in addition to the projector.

(6) Use of library spaces

The City bylaws and the Council approved Policy for the Management of Public Library Facilities include clauses regarding the use of the Library's public spaces.

Sections 2.1, 3.1 to 3.4 and 4.3 of the approved Policy on the Management of Resources and Facilities of Library and Information Services state, *inter alia*, that:

- 2.1 *An auditorium/lecture room that is attached to a public library is in its design library usage specific. It is to be used only as an extension of the library and its functions, i.e. for activities related to information transfer, educational support, cultural enrichment and constructive leisure or recreation.*
- 3.1 *Floor space within the library may be utilised for purposes of exhibitions and/or functions in consultation with and to the satisfaction of the librarian, and upon payment of the prescribed charge.*
- 3.2 *The librarian will ensure that the exhibition/function to be held complies with Council policy, and that it will not obstruct or impede normal library usage, services or functions.*

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3.4 *The hiring of library floor space is subject to the following conditions:*

- *Access to the exhibition is restricted to the business hours of the library, unless prior arrangements have been made with the librarian.*
- *The exhibition/function shall be of an acceptable standard and of a nature that is compatible with the values and standards of the Library Services.*

4.3 *The librarian will ensure that the filming/photographing/programme is in accordance with Council policy, and that it will not obstruct or impede normal library usage, services or functions.*

In order to ensure that staff and the public adhere to these policies regarding the use of library public spaces, the Schedule of Tariffs since July 2014 has included additional wording taken from these policies for ease of reference.

(7) SPORT AND RECREATION

With a few exceptions, the parameters for the increases for the next three financial years from 2017/18 to 2019/20 of 6.2%, 5.9% and 5.4% respectively have been applied to adjust the applicable tariffs.

To increase access to sport and recreation facilities by the vulnerable, free utilization of facilities and programmes are included in the tariff structure this financial year.

Where facilities are in reasonable condition, a "user pay policy" is implemented. It is clear in the tariffs structure that tariffs vary in the different regions. It is however, evident that, blanket uniformity in the minor 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, size of facilities, previous imbalances and the facility status.

The Sport and Recreation Directorate adopt and implement a tariff policy on the levying of fees for certain municipal services, goods, activities or facilities provided.

The tariff policy differentiate between different categories of users, consumers, debtors, service providers, service standards, geographical areas as long as the differentiation does not amount to unfair discrimination.

General Conditions for reduced fees:

(a) 50 % Discount:

A 50% discount will apply in respect of bookings made by the following groups/organizations.

- Educational and learning institutions

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- People with disabilities (PWDs) : Groups with mental or physical disabilities (peak hours)
- Registered Political parties and Structures of Civil Society
- City Departments excluding Community Development Departments
- NGO,s and religious institutions

An official letterhead must accompany all applications for 50% discount for registered charitable organizations.

(b) Free usage

Free usage of facilities during the off-peak periods (8:00 am till 13:00 am) is introduced in the tariff structure to encourage unemployed youth and senior citizens to make use of City facilities in a structured fashion.

Criteria for Non-Payment for utilisation of Council Facilities:

- Development Groups: Group that is initiated by the Sport and Recreation Directorate or in partnership with a NGO or other stakeholders.
- Ward Committee meetings (Depending on availability)
- Ward Councillor meetings (Depending on availability)
- Mayoral Committee meetings.
- Non Profit Organizations at the discretion of the Director : Sport and Recreation.
- Memorial Services of Council Employees and Councillors on recommendation of the relevant department.
- Community Forums.
- People with disabilities (PWDs) : Groups with mental or physical disabilities, during off peak hours (8:00 am –13:00 am)

In respect of the above the following conditions will apply:

- Schedule of monthly meetings and programs and agenda must be submitted.
- Responsibilities in cases of damage or breakages and cleaning will be borne by the responsible person in the department or organization using the facility.
- Although the recommended abovementioned groups will not pay, a usage contract should be completed.
- Sport and Recreation by-laws should be strictly adhered to.
- The 2017/18 tariff report allows the Director: Sport and Recreation to waive tariffs for special designated groups.
- The tariff schedule should be read in conjunction with the main report.

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- Any registered organisation that intends to do sport development at a sport facility needs to apply for condoning by the relevant Federation (mother body) of such sport code and upon application for usage of the facility should submit certified proof of registration of such organisation and proof of such condoning of the Federation (mother body).

Such application will be subsequently be submitted to the Director: Sport and Recreation (or any duly delegated officer) for recommendation of waiving of tariffs. The application will also be considered in terms of availability of the facility applied for.

- State organisations e.g. South African Police Services and Army (SANDF) that intends to use an available facility to play a once-off sports match may use a facility free of charge if such organisation has applied for the use of the facility 30 days in advance for such activity. In the event of such organisations applying for fixture matches they will be required to pay the promulgated tariffs and they will be scheduled according to availability of the facility.
- City departments that apply to use facility/ies for activities other than the core business of Sport and Recreation will be required to be 50% of the applicable tariffs. Such department/s will be responsible for cleaning of the facilities after use and if such department/s did not comply with cleaning of the facility/ies will they be banned for the rest of the particular financial year to use any of the facilities under the administration of the Sport and Recreation Directorate.
- Facilities are hired voetstoots.

SWIMMING POOLS

- (i) Mass participation and swimming development skills are encouraged to reduce the incidents of drowning in the City of Johannesburg. Daily tariffs for 2017/18 have been reduced to address this objective.
- (ii) The included tariffs and conditions of use, will apply to all Swimming Pools within the City of Johannesburg.
- (iii) Children under the age of 18 who are involved in a sport and recreation structured program at swimming pools will gain free access to all pools between 8:00 – 13:00 during the week, where after the normal tariff will be relevant.
- (iv) Swimming pools also makes provision for birthday parties, weddings, closing functions for companies, Baptisms, corporate team building functions, and certain swimming pools as picnic areas. Tariffs is incorporated to speak to these uses.

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- (v) After hour adult bathing is available after 20h00 till 24:00 at heated pools (lifeguard and security should be on duty)
- (vi) The following swimming pools are currently free of charge in the City of Johannesburg;

Region	POOL
B	Roosevelt park Verity park Blairgowrie Kensington B Robin Hills Windsor east Windsor west Osche square Newlands

C	Davidsonville
E	East bank pool
F	Moffat park Hoflandpark Robertsham

- i. The following pools are open free of charge to children between the ages of 0 – 18. Utilization by formal clubs and schools will also be free. Adults are required to pay the normal tariff;

REGION	SWIMMING POOL
D	Jabavu Swimming pool, Noordgesight pool
F	Forest Hill
G	Lenasia Ext 10, Ennerdale x 9, Eldorado Proper

It is proposed that the Sport and Recreation tariffs as reflected in Annexure C 1 to C 9 be implemented as from 1 July 2017.

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(C) ARTS, CULTURE AND HERITAGE

SUMMARY

The museums and galleries and other facilities run by Directorate: Arts, Culture and Heritage supply goods and services to the public for a charge. Charges are made for entrance, hire of equipment and facilities, filming, supply of images of objects, postcards, posters, publications and other printed matter, faxes and photocopies.

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The parameters for the increases for the next three financial years from 2017/18 to 2019/20 of 6.2%, 5.9% and 5.4% respectively have been applied to adjust the applicable tariffs.

The facilities are as follows:

(i) Museums and Galleries:

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

(ii) Arts and Culture

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

The museums and galleries mentioned above are part of the Directorate: Arts, Culture and Heritage of the City of Johannesburg (DACH). In the previous years tariffs were adjusted and entrance fees were increased mainly at the Hector Pieterse Memorial & Museum.

The fees for community facilities have been increased in some instances by less than 5%.

The entrance charges for the Hector Pieterse Museum and Memorial visitors has changed in line with the cost of visiting comparable museums in Johannesburg.

The tariff report allows the Directorate: Arts, Culture and Heritage to waive entrance charges for specially designated disadvantaged groups. These include children from informal settlements, disadvantaged schools or children's homes, the elderly, Adult Basic Education and Training groups, and disabled visitors.

5 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.

6 CONSTITUTIONAL AND LEGAL IMPLICATIONS

This report has been finalised in conjunction with Group Legal and Contracts to ensure compliance with all relevant Legislation.

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In terms of Section 28(6) of the Local Government : Municipal Finance Management Act, 56 of 2003, the new tariffs as proposed, once determined in respect of the 2017/2018 Financial Year, may not be further increased during the said 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 2017/2018 Financial year.

7 FINANCIAL IMPLICATIONS

The tariffs for the Library and Information Services, Sport and Recreation as well as Arts, Culture and Heritage for 2017/2018 must be increased by approximately 6.2%, with a few motivated exceptions.

Finance – Community Development supports the amendments.

8 ECONOMIC IMPLICATIONS

Increased income for Community Development and the City.

9 COMMUNICATIONS IMPLICATIONS

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

10 OTHER DEPARTMENTS/BODIES CONSULTED

Budget Office.
Group Legal and Compliance Contracts
Financial Compliance

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 2017 its Tariff of Charges for:

- (1) Library and Information Services as set out in Annexure A and B;**
- (2) Sport Facilities, Recreation Centres and Swimming Pools as set out in Annexure C;**
- (3) Arts, Culture and Heritage Services as set out in Annexure D.**

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- 2 That, in terms of Sections 17(3)(a)(ii) and 22(a)(i) and(ii) of the Local Government : Municipal Finance Management Act, 2003 (Act 56 of 2003) and Sections 21, 21A (1) and 2 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) as amended, the City of Johannesburg:**

 - (1) Display a copy of the resolution and notice in the manner prescribed.**
 - (2) Seek to convey to the local community by means of radio broadcast covering the area of the City, the information contemplated in Section 21A(c) of the Local Government : Municipal Systems Act, 32 of 2000, as amended; and**
 - (3) Publish the notice in the manner prescribed and invites the local community to submit written comments or representations in respect of the amended Tariff of Charges.**
- 3 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.**
- 4 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.**
- 5 That the report be submitted to a relevant Section 79 Committee for comment.**

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(tc)

THE NEXT ITEM FOLLOWS THE ANNEXURES TO THIS ITEM