



HUMAN RESOURCE POLICY OFFICIAL HOUSING

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| Policy No: NLMHREB012 | Effective Date: 01 April 2008 |
| Approved: | Review Date: 01 April 2009 |

Notwithstanding the review date herein, this policy shall remain effective until such time approved otherwise by Council and may be reviewed on an earlier date if necessary, subject to Labour Law Dispensation or operational requirements.

1. SCOPE

Rental properties are available to employees who do not participate in any other forms of housing and or home owners allowance subsidies.

2. PREAMBLE

It is Ngwathe's intention to ensure that where employees are unable to purchase their own homes, that facilities are made available on a rental basis, so that employees are appropriately housed.

3. POLICY

4. STAKEHOLDER ANALYSIS

| Role | Responsibility |
|--|-----------------------|
| Municipal Manager / Director Corporate Services (subject to its | |

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|---------------------------|--|
| delegations if any) | |
| Council | |
| Line Manager | |
| Human Resources | |
| Labour Representatives | |

5. PROCEDURES

Council has the following residential properties to rent:

Tumahole Hostel – 36 units

Phiritona - Hostel 14 units

Vredefort – 20 municipal apartments

Parys – 5 Fire Brigade apartments

Rental conditions

1. That employees of the Council (who does not have his/her own property) be given first option to rent the abovementioned properties from Council.
2. The lease period will be determined by the Council. Either party can terminate the lease with one calendar month's notice.
3. The lessee will pay all consumer services according to the tariffs laid down by the Council.
4. The abovementioned properties may not be occupied by any other occupant than the lessee her-/himself, his/her wife/husband and children – thus only immediate family.

5. That the rental be determined as follows:

Vredefort residential properties (sub-economical housing)

| Address | Rental per month |
|--------------------------|-------------------------|
| 3 bedroom house | |
| 12 Charl Cilliers Street | R600.00 |

Apartments

| Address | Rental per month |
|----------------------------------|-------------------------|
| 4 Apartments (1 bedroom) | |
| 22 & 24 Charl Cilliers Street | R200.00 |
| 4 apartments (1 bedroom) | |
| 26 & 24 Charl Cillers Street | R200.00 |
| 2 apartments (3 bedrooms) | |
| 4 & 6 Cheyne Street | R300.00 |
| 2 apartments (1 bedroom) | |
| 29 Meerholtz Street | R200.00 |
| 2 apartments (1 bedroom) | |
| 25 Mark Street | R200.00 |
| 1 apartment (3 bedrooms) | |
| 4 Hoog Street | R300.00 |
| 7 apartments (1 bedroom) | |
| Church Street | R200.00 |

Heilbron – Phiritona Hostel – 14 units

Address

1. Stand no: 1008 Van der Linde st.

Rental per month

R150.00 (2 bedroom units)

Parys Fire Brigade Apartments

Address

1. Luyt Street

Rental per month

R1000.00 (3 bedroom)

R800.00 (2 bedrooms)

Tumahole hostel – 36 units

Address

Stand no: 2410

Rental per month

R200.00 (2 bedroom)

R150.00 (1 bedroom)

R100.00 (bachelor)

6. AUTHORITY

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|-----------------------------------|---|-----------------------------|
| Formulation Policy | : | Municipal Manager |
| Authorisation Policy | : | Council |
| Ownership and Maintenance Manager | : | Director Corporate Services |