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**Mossel Bay**  
M U N I C I P A L I T Y  
MOSSSEL BAY | HARTENBOS | GREAT BRAK RIVER | HERBERTSDALE

In antwoord verwys na nommer  
In reply quote number  
Xa Uphendula chaza Le Nombolo

5/1; 15/2/2/2/A Potgieter

**07 October 2025**

## Dear Community Member

The Municipality has taken note of the content of your correspondence and hereby wishes to respond as follows.

### 1. Inadequate Public Participation – Walk-In Session Not Sufficient

In developing a culture of participatory governance, the Municipality employs a range of public participation mechanisms, including public meetings, broadcasting of information on local radio stations, open days, through the Municipal website, Facebook, Whatsapp channel, YouTube, or the Citizens App.

Walk-in engagements are among the formats utilised to facilitate public participation during the Integrated Development Plan (IDP) and Budget cycle.

The introduction of the walk-in model, in addition to the traditional approaches, aims at increasing inclusivity and flexibility, by enabling working individuals to participate in the process at their convenience.

Notification of public participation meetings held from 01 to 17 September 2025, were provided as follows:

- 1) Facebook Announcements: 25 and 29 August, 05 September 2025;
- 2) Radio Stations (SFM, Tambo FM, Heartbeat and Eden): From 25 – 28 August 2025;
- 3) Mossel Bay Advertiser: 26 August 2025;
- 4) Municipal Collab Citizen App: 26 August 2025;
- 5) Municipal Newsletter: 27 August 2025 and repeated on 02 September 2025;
- 6) Municipal Whatsapp Channel: 27 August 2025.

It must be noted that the aforementioned notifications were available and sent out on the various platforms from the dates mentioned leading up to the sessions enabling sufficient notice to the community to plan for these sessions.

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## **2. Late Provision of Documents – Violation of Procedural Requirements**

After approval of the 2025/2026 Budget on 30 May 2025, the public was notified in terms of 25(4)(a) of the Municipal Systems Act and provided with a link to access both the approved IDP and the Budget, on the Municipal website. The notification was placed on Facebook, the Municipal Whatsapp Channel and the Mossel Bay Advertiser with a notice published on the 6<sup>th</sup> of June 2025's newspaper.

In preparation for the public participation sessions held in September 2025, the notifications referenced in the first point indicated that the relevant documents were available on the Municipal website, with hard copies accessible for review at all Municipal libraries prior to the engagements.

## **3. Excessive Rates Increase – Disregard for Inflation and Treasury Guidelines**

In terms of the Circular referenced by yourself, municipalities are encouraged to maintain tariff increases that balance between affordability whilst ensuring that tariffs are cost reflective. Likewise, the Municipal Systems Act directs that tariffs must reflect the costs reasonably associated with rendering a service, including capital, operating, maintenance, administration and replacement costs and interest charges. A full cost of supply study was conducted by the Municipality, the outcome of which informs annual tariff setting.

The Municipality has provided reasons for increases above the projected inflation target for 2025/2026 and more information in relation to this was provided in the Municipal Newsletter for April 2025 as well as during radio broadcasts.

## **4. Lack of Capital Improvement Details – Breach of Planning Standards**

As part of the review of the Spatial Development Framework (SDF), a core component of the Integrated Development Plan, a full financial plan is being developed and will be made available to the community in the prescribed manner.

It must be noted that there is no Section 17(2)(d) in the MFMA and it could not be determined to which section reference is made. Section 17 of the MFMA does prescribe the contents of annual budgets and supporting documents, but does not list the capital project detail that is mentioned in the correspondence.

The Municipality's budget complies with the stated requirements in the Municipal Budget and Reporting Regulations (Gazette 32141 in 2009) which prescribes the format in which a municipal budget should be, with detail prescripts in Schedule A of the regulations.

The Municipality prides itself in being an open, transparent and accountable local authority and as such complies in all respects with the requirements set out in relevant legislation as can be evidenced above.

The Municipality welcomes and encourages inputs from the community and trusts that the above information provides clarity on the questions raised in your correspondence.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S. Naiddoo', written in a cursive style.

**S NAIDOO**  
**ACTING MUNICIPAL MANAGER**