



## MUNICIPAL DEMARCATION BOARD

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**To:** All Speakers of metropolitan, local, and district municipalities  
All Municipal Managers of metropolitan, local, and district municipalities  
All MECs responsible for Local Government

**Cc**

- National Assembly: Portfolio Committee on Cooperative Governance and Traditional Affairs
- National Council of Provinces: Select Committee on Cooperative Governance and Traditional Affairs
- Minister of Cooperative Governance and Traditional Affairs
- Minister of Finance
- Minister Water Affairs and Sanitation
- Minister of Tourism
- Minister of Justice and Correctional Service
- All magistrates
- Houses of Traditional Leaders
- National Treasury
- Statistics South Africa
- Independent Electoral Commission (IEC)
- South African Local Government Association (SALGA)
- Financial and Fiscal Commission (FFC)
- Government Communication and Information Service (GCIS)
- Members of the MDB Extended Boundaries and Powers and Functions Committee
- Members of the Local Elections Technical Committee
- Other stakeholders

### **MDB CIRCULAR 10/2015: DELIMITATION OF WARDS IN TERMS OF SCHEDULE 1 TO THE LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 1998**

The MDB would like to thank all stakeholders for their assistance and cooperation during the ward delimitation process.

Considerable progress has been made, and the Board will soon be publishing its delimitation of most of the wards in Provincial Gazettes. In this regard Schedule 1 to the Structures Act, 1998, provides as follows:

**Delimitation of wards**

The Demarcation Board after consultation with the Electoral Commission, for purposes of an election, must delimit all metropolitan municipalities and all local municipalities that must have wards, into wards.

**Number of wards**

The number of wards in a metropolitan or local municipality must be equal to the number of ward councillors determined for the municipality in terms of section 22 (2).

**Delimitation criteria**

The Demarcation Board after consulting the Electoral Commission must delimit a municipality into wards, each having approximately the same number of voters, taking into account the following criteria:

- (a) The number of registered voters in each ward, may not vary by more than fifteen per cent from the norm, where the norm is determined by dividing the total number of registered voters on the municipality's segment of the national common voters roll by the number of wards in the municipality.
- (b) The need to avoid as far as possible the fragmentation of communities.
- (c) The object of a ward committee as set out in section 72 (3) which is to enhance participatory democracy in local government.
- (d) The availability and location of a suitable place or places for voting and counting if appropriate, taking into consideration-
  - (i) communication and accessibility;
  - (ii) density of population;
  - (iii) topography and physical characteristics; and
  - (iv) the number of voters that are entitled to vote within the required time-frame.
- (e) The safety and security of voters and election material.
- (f) Identifiable ward boundaries.

**Publication of delimitation**

(1) The Demarcation Board must publish its delimitation of wards for a municipality in the Provincial Gazette.

(2) Any person aggrieved by a delimitation may within 14 days of publication submit objections in writing to the Demarcation Board, and the Board must-

- (a) consider those objections; and
- (b) confirm, vary or withdraw its determination.

The onus is thus on any aggrieved person to object within 14 days of publication of the notice in the relevant **Provincial Gazette**. The Board cannot allow more than 14 days for objections.

However, to afford MDB stakeholders more time to prepare any objections that they may have, please find attached as **Annexure A** the draft schedule that will be published together with the notices and ward maps. To accommodate the volume there will be 8 different schedules - 1 Schedule/Annexure A for each province,

excluding Gauteng. A Circular with the Gauteng schedule will follow at a later stage as the wards for municipalities in this provinces are still to be finalised.

This Circular, the schedules, and the ward maps, will also be posted on the MDB website [www.demarcation.org.za](http://www.demarcation.org.za) within the next few days.

Stakeholders are requested to distribute this circular as widely as possible, and to inform their constituencies that the Board's delimitation of wards for the municipalities mentioned in Annexure A will be gazetted for objections during the fourth week of July 2015.

As indicated in MDB Circular 8/2015 some municipalities are no longer affected by the determination or re-determination of municipal boundaries. Public meeting in municipalities where no public meetings have been held as yet will soon be consulted on the delimitation of wards in their municipalities. **Annexure B** contains the draft programme for public meetings in those municipalities, and they will be contacted soon to provide suitable venues for the public meetings. The affected municipalities are also requested to invite as many as possible local stakeholders to these meetings. The procedures during the formal public consultative meetings will be substantially the same as set out in MDB Circular 4/2015.

These meetings are technical in nature, and are meant to get public inputs on the most optimal configuration of ward boundaries taking into account the above-mentioned criteria. All stakeholders are requested to cooperate with the Board and to assist in preventing any possible disruption of these meetings. Such disruptions might lead to wards being published for objections without proper public inputs.

Ward delimitation in municipalities that may be affected by the determination or re-determination of their municipal boundaries, will commence after the latter process which will be concluded in early August 2015.

The Board envisages to hand over wards to the IEC in 3 batches of which the first batch will be handed over by 31 August 2015, and the last batch by 31 November 2015 for the electoral process.

Should nothing unforeseen happen the Board envisages to complete all its outstanding work within the following broad timeframes:

TARGET DATES	ACTIVITY
2 Jul	Circular 8/2015 re boundary re-determinations to stakeholders.
7 Jul	Publish section 21 notices in respect of the determination or re-determination of municipal boundaries in Provincial Gazettes for MP, LIM, KZN, NW, FS & NC.
8 Jul	Publish section 21 notices in respect of the determination or re-determination of municipal boundaries in Provincial Gazettes for EC.
13 Jul	Circular 10/2015 to stakeholders on Board's delimitation of wards.
20 Jul	Publish Schedule 1 ward delimitation in Provincial Gazettes for objections (1 <sup>st</sup> batch) during this week
Jul/Aug	Prepare maps for 2 <sup>nd</sup> batch of wards.
Jul/Aug	Public meetings for 2 <sup>nd</sup> batch of wards as per Annexure B/Circular 10/2015.
3 Aug 2015	Closing date for Schedule 1 objections (1 <sup>st</sup> batch as per Annexure A/Circular 10/2015)
6 Aug	Closing date for section 21 objections MP, LIM, KZN, NW, FS & NC.
7 Aug	Closing date for section 21 objections - EC.
14 Aug	Publish Boards final redetermination notices ito sec 21(5)
17 Aug	Publish final decisions on 1 <sup>st</sup> batch of wards in Provincial Gazettes.
18 Aug	MDB provides the MECs, the IEC, and the Minister of Finance with copies of the section 21 notices.
18 Aug	IEC divides national common voters roll into municipal segments for the "new" municipalities, if any.
19 Aug	MECs publish number of councillors for "new" municipalities in Provincial Gazettes.
31 Aug	Closing date for public hearing written submissions for 2 <sup>nd</sup> batch of wards.
31 Aug	Handover of 1 <sup>st</sup> batch of wards to the IEC.
Sept	Public meetings on wards in any "new" municipalities and of municipalities of which boundaries have been re-determined (3 <sup>rd</sup> batch)
7 Sept	Circular to stakeholders on 2 <sup>nd</sup> batch of wards.
9 Sept	Publish Schedule 1 ward delimitation in Provincial Gazettes for 2 <sup>nd</sup> batch of wards for objections
23 Sept	Closing date for Schedule 1 ward objections (2 <sup>nd</sup> batch of wards)
1-2 Oct	Publish final Board decisions for 2 <sup>nd</sup> batch of wards.
5 Oct	Handover of 2 <sup>nd</sup> batch of wards to the IEC.
Oct	Publish 3 <sup>rd</sup> batch of wards for objections in terms of Schedule 1 (MSA) for any "new" municipalities and municipalities of which boundaries have been re-determined.
Nov	Closing date for Schedule 1 ward objections (3 <sup>rd</sup> batch)
Nov	Publish final Schedule 1 decision in Provincial Gazettes (3 <sup>st</sup> batch)
31 Nov	Handover of 3 <sup>rd</sup> batch of wards to the IEC.

Kind regards



**JANE THUPANA:**

**CHAIRPERSON: MDB**

**13 July 2015**

**ANNEXURE A  
CIRCULAR 10/2015  
DRAFT SCHEDULES FOR THE DELIMITATION OF WARDS IN TERMS OF  
SCHEDULE 1 OF THE STRUCTURES ACT, 1998**

**ANNEXURE B  
CIRCULAR 10/2015  
WARDS PUBLIC CONSULTATION SCHEDULE**

**KWAZULU NATAL**

DATE	DAY	TIME	CODE	MUNICIPALITY
14/07/2015	Tuesday	10:00	KZN224	Impendle Local Municipality
16/07/2016	Thursday	10:00	KZN222	uMngeni Local Municipality

**MPUMALANGA**

DATE	DAY	TIME	CODE	MUNICIPALITY
11/08/2015	Tuesday	10:00	MP302	Msukaligwa Local Municipality
12/08/2015	Wednesday	10:00	MP304	Dr Pixley Ka Isaka Seme Local Municipality

**LIMPOPO**

DATE	DAY	TIME	CODE	MUNICIPALITY
11/08/2015	Tuesday	10:00	LIM353	Molemole Local Municipality
12/08/2015	Wednesday	10:00	LIM473	Makhuduthamaga Local Municipality

**NORTH WEST**

DATE	DAY	TIME	CODE	MUNICIPALITY
31/07/2015	Friday	10:00	NW392	Naledi Local Municipality
04/08/2015	Tuesday	10:00	NW383	Mafikeng Local Municipality
30/07/2015	Thursday	10:00	NW397	Kagisano/Molopo Local Municipality
05/08/2015	Wednesday	10:00	NW381	Ratlou Local Municipality
29/07/2015	Wednesday	10:00	NW403	City of Matlosana Local Municipality
06/08/2015	Thursday	10:00	NW382	Tswaing Local Municipality