6 REFERENCES

The following resources have been consulted:


APPENDIX A

Township Layout Plan
Non-dolomitic Non-dolomitic
future invasion zone (difference of opinion)

Tire township layout is in accordance with the dolomite stability and engineering geological soils investigation by Or. J.P. Ven-
er-· Consulting services and Dolomite Technology (Pty) Ltd. (Report no: 2005 / 01), dated March 2006.

The contours on this plan were obtained from E.G. Swart Land Surveyors.

The township layout is in accordance with the dolomite stability and engineering geological soils investigation by Or. J.P. Ven-
er-· Consulting services and Dolomite Technology (Pty) Ltd. (Report no: 2005 / 01), dated March 2006.

The contours on this plan were obtained from E.G. Swart Land Surveyors.
APPENDIX B

General Plan
APPENDIX C

Service Agreement
Agreement between the

CITY OF TSHWANE METROPOLITAN MUNICIPALITY

and

JACOB'S PLACE (PTY) LTD

For the sewer reticulation of the proposed township

ANNLIN Extension 107

(Internal services installed and maintained by a Section 21 company)

Compiled by: Jurie Grünlingh
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GENERAL INFORMATION

Description of the property on which the township is situated:

A PORTION OF PORTION 37 (A PORTION OF PORTION 34) OF THE FARM WONDERBOOM 302 JR

APPLICANT: JACOB'S PLACE (PTY) LTD

Postal address: P.O.Box 95128
Grantpark
2051

Physical address: 121 Boshoff Street
Nieuw Muckleneuk
Pretoria
"Domicilium citandi et executandi"
(Physical address for the service of the legal process)

Telephone number: (011) 728 1319
Facsimile number: (011) 483 2089
E-mail address:

CONSULTING CIVIL ENGINEER:
Claude Joubert
Practice number: 900008
Firm: VNJ INCORPORATED

Address: P O Box 9320
CENTURION
0046

Telephone number: (012) 665 0598
Facsimile number: (012) 665 0398
E-mail address:

This agreement is compiled in accordance with the conditions of Town Planning and Township Ordinance of 1986 (Ordinance 15 of 1986)

REFERENCE: W10/1/2/1 - A4/107

Deputy Manager: System Development

General Manager: Legal Services

(This agreement has been scrutinized by me and is legally correct)
AGREEMENT

Supply of sewerage to new townships:
Memorandum of agreement entered into by and between the CITY OF TSHWANE METROPOLITAN MUNICIPALITY (hereinafter referred to as the CTMM) herein represented by

FAZEL ISMAIL SHERRIF

in his capacity as General Manager: Water and Sanitation (hereinafter referred to as the General Manager) duly authorised thereto.

and

JACOB'S PLACE (PTY) LTD

(hereinafter referred to as the Applicant) herein represented by consulting engineer's firm

VNJ INCORPORATED

duly authorised thereto by virtue of a resolution passed by the applicant on _____________ and attached hereto as Annexure F.

WHEREAS the Applicant has applied for permission to establish a township to be known as

ANNLIN Extension 107

(hereinafter referred to as the Township) on

A PORTION OF PORTION 37 (A PORTION OF PORTION 34) OF THE FARM WONDERBOOM 302 JR

AND WHEREAS the CTMM is willing to approve the sewerage reticulation scheme in respect of the Township subject to specific conditions

THEREFORE the parties agree as follows:
CONDITIONS OF AGREEMENT

The proposed Sewerage Scheme (hereinafter called the "Scheme") for this township, as designed and submitted by the Consulting Engineer(s), who has (have) to be registered as a Professional Engineer(s) under the provision of the Engineer's Profession Act of South Africa (Act 114 of 1990), is hereby approved, subject to the following conditions:

1. Responsibility for executing the Scheme

Notwithstanding any contrary provisions, the Applicant is responsible for the installation of the proposed Scheme to the satisfaction of the General Manager within the period as stated in Annexure C.

2. Plans/Drawings

2.1 Layout plan

The Applicant must submit a general layout plan on which all civil and electrical services that have to be provided must be shown. All deviations from the prescribed service positions as shown on the "Placing of Services within Street Reserves"-plan must be indicated on the layout plan and must be approved by the General Manager and the General Manager: Electricity.

2.2 Design drawings

The Applicant shall submit to the General Manager completed drawings, specifications and calculations in accordance with the CTMM's standards, as well as other relevant documents regarding the execution of the Scheme of the Township in its final layout, indicating in what way the Scheme forms part of the joint scheme for the surrounding area and shall obtain his permission to continue before tenders may be called for, with a view to the execution of the work.

3. Tenders

The General Manager shall be consulted prior to the recommendation for the provision of materials and/or the construction of any part of the Scheme.

4. The Applicant shall comply with the following conditions prior to the proposed Township being declared an approved Township:

4.1 Guarantees

The CTMM shall be provided with an acceptable guarantee to the satisfaction of the Strategic Executive Officer: Corporate Services and the Chief Financial Officer, in respect of (1) the estimated cost of the proposed Scheme and/or (2) any amount owing to the CTMM after approval of the Township and/or (3) maintenance of the Scheme after take over (whichever is applicable), to the amount which appears in Annexure C. The guarantee amount shall increase by 20% per year, compounded, as from the first day of the month in which the General Manager approves the Scheme in principle. The guarantee will serve as security for the fulfillment of the Applicant's obligation to install the Scheme.

The first mentioned guarantee shall remain in full force and effect until the date on which the CTMM takes over the Scheme, after which date the amount of the guarantee may be reduced at the General Manager's discretion. The reduced guarantee shall further remain in effect until the end of a maintenance period of twelve months and until the Applicant has fulfilled all his obligations. The Water and Sanitation Division will undertake the necessary maintenance at the expense of the Applicant, who shall be obliged to pay the amount on demand, to the CTMM.
4.2 Discounted cash amount

Subject to the Main Service Agreement, the net bulk services contribution set out in Annexure C shall be paid to the CTMM.

Where the CTMM owes the Applicant a net cash contribution, this will be paid not later than during the financial year following the take over of the Scheme.

The net estimated cash amount is subject to amendment in accordance with the unit price and contribution structure, which is usually amended annually and is therefore only valid until the day before the next annual amendment.

Should the Applicant decide to pay the amount after this date, the amount will be revised and the Applicant is obliged to pay the revised amount.

Should the Applicant wish to pay the CTMM the net cash amount before the work has been completed, the estimated amount as calculated in Annexure C will be applicable. After the work has been completed, the actual cost thereof will be calculated and in the case of an underpayment the Applicant shall pay the difference, before the Scheme is taken over. Regarding the work for which the CTMM has to pay (see 4.2.4 and 4.2.5) the actual cost will include contract price adjustment, from the date on which the work has commenced up to the date on which it is completed. No further price adjustments or interest applicable to the period after this completion date, up to the actual date of payment by the CTMM, will be payable to the Applicant. In the case of an over-payment by the Applicant, the CTMM will pay the Applicant the difference not later than during the financial year following the take over of the Scheme (see clause 14).

This net cash amount is fixed by setting off the following amounts:

4.2.1 The CTMM shall be paid a contribution towards the provision of main sewers and water care works. This amount is subject to adjustment if the general plan of the Township differs from the Township layout plan used for the calculation of the amount, and/or to provide for cost increases. The amount appears in Annexure A.

4.2.2 The CTMM shall pay the Applicant a contribution towards the cost of the internal sewer reticulation as set out in Annexure A and calculated in accordance with the new contribution policy approved on 28 October 2004.

4.2.3 Use of existing pipelines

Should any of the erven in the proposed Township have to be provided with connections to existing pipelines, the Applicant shall pay a contribution to the CTMM for the use of the length of the existing pipeline that is required. This contribution will be 50% of the replacement costs of the existing pipeline or required pipeline to serve the Applicant's Township (whichever may be the smallest in diameter) depending whether the pipeline serves an adjacent Township or a future Township as decided by the General Manager (see Annexure B).

4.2.4 New boundary pipelines

Should new pipelines, that will in the opinion of the General Manager also serve erven in future bordering townships be laid along boundaries, the CTMM may, depending on the circumstances and at the entire discretion of the CTMM, pay the Applicant one half of the cost of the said pipelines. In cases where the CTMM does decide to pay the said costs, the pipe diameter used in the calculation of the cost shall neither be larger than what is sufficient to serve the relevant erven on both sides, nor smaller than the minimum required diameter (see Annexure B).

The contract document shall be supplemented with a separate list of quantities with respect to the work applicable to this clause.
4.2.5 Pipe enlarging/extension

Should the unit prices be acceptable to the General Manager he may in his discretion construct as part of the Scheme of the Township any pipeline between an existing municipal pipeline and the boundary of the proposed Township as well as any extension and/or enlargement of sewers in the Township that may be necessary to serve an area outside the boundaries of the Township. In this respect the CTMM will credit the Applicant with the additional cost (see Annexure B and C).

5. Work to be done by CTMM

The Applicant's contractor will not be allowed to work on the CTMM's pipelines, except for the provision of Township and erf connections.

The Water and Sanitation Division will do any other work on existing pipelines that may be necessary as a result of the establishment of the Township, at the expense of the Applicant (see Annexure B).

Should provision for this work not have been made in this agreement, it will not be done before the Applicant has paid the CTMM the required amount.

6. Public liability policy

Prior to the commencement of construction of the proposed Scheme, the Applicant shall at his own cost and to the satisfaction of the Chief Financial Officer take out and maintain, for the full work and maintenance period, a public liability policy in terms of which the CTMM, the Applicant and the contractor are fully covered for their respective rights and interests.

Before the commencement date a copy of the policy document, together with documentary proof that the full premium has been paid, shall be submitted to the Chief Financial Officer for approval.

When this policy is renewed for a further term, the Chief Financial Officer shall once more be provided with written proof thereof.

The policy shall provide for claims of at least R5 million per event, with the number of events unlimited during the insurance period.

The Chief Financial Officer reserves the right to insist on increased insurance coverage if necessary.

7. Requirements of authorities

All pipelines and ancillary structures within the road reserve or building restriction area of a national, provincial or municipal road, or within any servitude or public property, shall be laid in accordance with the requirements of and as approved by the relevant authority.

8. Servitudes

Should the General Manager so require, in which case it will have been set out in Annexure B, the Applicant shall in respect of sewers being laid or already existing inside and/or outside the boundaries of the Township or proposed road reserves, register satisfactory servitudes in favour of the CTMM at the Applicant's cost. Before any sewer pipeline may be laid over private property, the owner of the property shall give his written acceptance of the basic conditions of servitude determined by the CTMM.

9. Professional responsibility

A Professional Civil Engineer shall sufficiently and effectively supervise all stages of the construction work. At the completion of the work this engineer shall certify that -

9.1 all materials used for the construction of the Scheme complies with the CTMM's specification;

9.2 the Scheme has successfully undergone the prescribed pressure tests under his/her supervision;
9.3 he/she and the firm of Consulting Engineers with which he/she is associated assume professional responsibility for the engineering work.

10. Starting date
The General Manager shall be notified in writing when the work commences with and when it has been completed.

11. Works inspector
The General Manager shall be notified in writing of the name and telephone number of the representative of the Consulting Engineer (works inspector) and the person who will accept responsibility for the works after normal working hours. The works inspector shall at all times be present while work is in progress and more than one works inspector shall be appointed should the General Manager so require.

12. Unfit persons
Any person whom the General Manager regards as unfit at the works shall be replaced should he so require and the General Manager reserves the right to refuse such person entrance to the work site.

13. Suspension of the work
The General Manager reserves the right to suspend the work if it is not being executed satisfactorily in his opinion, until circumstances have in his opinion changed in such a way that the work will indeed be executed satisfactorily.

14. Taking over the Scheme
The General Manager will take over the Scheme in the CTMM's name after it has been completed to his satisfaction and as soon as the work in respect of the essential services has been completed. This take over will only take place after proclamation of the Township.

The taking over of the Scheme by the CTMM shall not affect any of the conditions of contract for the installation of the Scheme.

15. Connecting other areas
The CTMM reserves the right to connect to the Scheme, any area outside the Township.

16. Tariffs
The tariffs as laid down in the CTMM's bylaws will be levied as soon as the CTMM takes over the Scheme.

17. Commissioning
The General Manager reserves the right should he so wish, to commission, immediately and without any cost to the CTMM, the Scheme or a portion thereof when it has been completed satisfactorily and can be fully commissioned.

18. Water for construction
Water which the Township owner or his contractors require for construction purposes, shall be bought from the CTMM at the appropriate price, should it be available. The water will be supplied at a point to be indicated by the General Manager, and the Applicant shall be responsible for the supply and installation at his own cost of all temporary pipelines, pumping equipment, storage facilities etc, that will be necessary to bring the water to the point where it will be used.

19. "As-built" drawings
On completion of the work the General Manager shall be supplied with the final "as built" drawings, on translucent film sheets and in digital format, certified as correct by a Professional Civil Engineer, before the completion inspection and take over of the Scheme will be considered.

20. Building approval
No building plans will be approved by the CTMM before the Scheme is taken over (see clause 14) and before the erf in respect of which they are submitted can in the opinion of the General Manager be connected to the Scheme.
Additional conditions:

Approved in accordance with the powers delegated to me by the CITY OF TSHWANE METROPOLITAN MUNICIPALITY

[Signature]

on behalf of

GENERAL MANAGER
WATER AND SANITATION

DATE 01/10
ANNEXURE A  
Proposed township of ANNLIN Extension 107

Zoning of properties and Contributions to Bulk Services and Pipe Networks

<table>
<thead>
<tr>
<th>ITEM and ZONING*</th>
<th>MEASURING UNIT/DAY</th>
<th>TOTAL NUMBER OF UNITS</th>
<th>SEWAGE OUTFLOW</th>
<th>TOTAL DEMAND (kl/day)</th>
<th>** TOTAL CONTRIBUTION</th>
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<tbody>
<tr>
<td>Cluster housing up to 40 units per hectare</td>
<td>kl per day</td>
<td>34.00</td>
<td>0.6</td>
<td>20.400</td>
<td>30894.37</td>
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<tr>
<td>** Totals**</td>
<td></td>
<td></td>
<td></td>
<td>20.400</td>
<td>30894.37</td>
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</table>

TOTAL CONTRIBUTION BY APPLICANT TO CTMM AT R1514.43 per kilolitre per day 30894.37

CONTRIBUTION TO NETWORK PIPES, BY CTMM TO APPLICANT AT R27.00 per kilolitre per day 550.80

* Zoning and/or density are/is subject to revision if Conditions of Establishment are altered. (All excluding VAT)
### Summary of contributions and costs

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONTRIBUTION BY</th>
<th>REFERENCE</th>
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<tr>
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<td>CTMM TO APPLICANT</td>
<td>APPLICANT TO CTMM</td>
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<tr>
<td></td>
<td>NET TOTAL</td>
<td>V.A.T.</td>
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<td>Bulk services</td>
<td>30894.37</td>
<td>4325.21</td>
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<td>Network services</td>
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<td>Boundary services</td>
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<td>Enlargements/extensions</td>
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<tr>
<td>Other</td>
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<tr>
<td>TOTALS</td>
<td>550.80</td>
<td>77.11</td>
</tr>
</tbody>
</table>

#### Pre-proclamation requirements

1. Service contribution by applicant to CTMM: (b)-(a): R34591.67

2. Cost of scheme as per Annexure B (Table 4):
   
   - Maintenance guarantee amount (see Condition 4.1): R0.00
   - Total: R0.00

3. The period allowed for the completion of the scheme is three (3) months from the date on which this agreement was signed for the General Manager on behalf of the CTMM, or such extended period as allowed by the General Manager in writing (See condition 1)

4. The Township Register may not be opened, the township may not be proclaimed and the Section 82 certificates may not be issued without the written consent of the relevant Departments or Divisions of the CTMM

5. The Conditions of Establishment must be forwarded to the CTMM for comment before the final approval thereof.
ANNEXURE D

Proposed township of ANNLIN Extension 107

Annexure D: Locality of the township
VERDELINGSPLAN : ANNLIN X49
RESTANT VAN Gedeelte 37 VAN DIE PLAAS WONDERBOOM 302-JR

UITBREIDING | OPPERVLAKTE | UITBREIDING | OPPERVLAKTE
--- | --- | --- | ---
Annlin x105 | 5,8117ha | Annlin x108 | 9,6033ha
Annlin x106 | 1,2423ha | Annlin x109 | 3,1362ha
Annlin x107 | 1,4255ha | Annlin x110 | 4,7526ha

VOORGESTELDE DORP ANNLIN X16
Tshwane Metropolitan Municipality
City Planning

2004-11-30

Approved

JOHAN VAN DER MERWE
STAATS- EN STREUKSBEPLANNER:
POSBUS 54444
ARCADIA
0007
TEL: (012) 342-3181/0
FAX: (012) 342-1574
SCHOEMANSTRAAT 951
SKAAL 1:7500
APPENDIX D

Project Plan

Note: The time frame indicated is for illustration purposes only
Project duration for township development

1. Identifying suitable land for development
   - Finalizing site selection
   - Identifying registered owner
   - Sourcing of professional team
   - Negotiate and finalize the terms and conditions to the purchase of land
   - Investigating the legal and cadastral position of the land
   - Scrutiny of the title deed and restrictive conditions
   - Investigating location and availability of existing engineering services

2. Conveyancing
   - Geotechnical Engineer
   - Transportation Engineer
   - Environmentalist

3. Contractor, Town Planner, Developer
   - Professional Team
   - Transportation Engineer
   - Geotechnical Engineer
   - Environmentalist
   - Town Planner

4. Developer, Town Planner, Attorney
   - Professional Team
   - Transportation Engineer
   - Geotechnical Engineer

5. Developer
   - Professional Team
   - Transportation Engineer
   - Geotechnical Engineer

6. Developer
   - Professional Team
   - Transportation Engineer

7. Developer
   - Professional Team

8. Developer
   - Professional Team

9. Professional Team
   - Transportation Engineer

10. Professional Team

11. Developer

12. Town Planner

13. Town Planner

14. Town Planner

15. Town Planner

16. Town Planner

17. Professional Team

18. Professional Team

19. Professional Team

20. Professional Team

21. Professional Team

22. Professional Team

23. Professional Team

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30. Professional Team

31. Professional Team

32. Professional Team

33. Professional Team

34. Professional Team

35. Professional Team

36. Professional Team

37. Professional Team

38. Professional Team

39. Professional Team

40. Professional Team

41. Professional Team

42. Professional Team

43. Professional Team

44. Professional Team

- Project Guide: Critical Task
- Milestone Summary
- Project Summary
- External Tasks
- Deadline

Project: Project Plan.mpp
Date: Thu 08/12/04
Page 1
3 Finalizing site selection
- Identify whether the land is suitable for the proposed development.
- Investigate the local authority's development plans, guide plans and structure plans.
- Test whether the proposed development is suitable with the local authority.

4 Identifying registered owner
- Obtain title deed and test initial suitability to proposed development.

5 Sourcing of professional team
- Appoint a project manager if deemed necessary.
- Appoint a town planner to assist in the township establishment process.
- Appoint an attorney (conveyancer).
- Appoint an electrical, geotechnical, transportation and civil engineer.
- Appointment of a environmentalist.

The appointment of the above-mentioned professionals is dependent on the nature and scope of the proposed development.

6 Negotiate and finalise the terms and conditions to the purchase of land
- Negotiate with registered owner the agreement to purchase.
- Finalise the terms and conditions subject to the purchase of land.

8 Scrutiny of the title deed and restrictive conditions
The following must be analysed to assess the potential developable area:
- Title deed(s)
- Possible existing leases and mineral rights
- Restrictive conditions such as water rights, servitudes for railway lines and municipal services that may impede the proposed development.

9 Investigating location and availability of existing engineering services
The study will include:
- An investigation of the availability (capacity) and location of existing engineering services to determine what costs and time implications could arise.

These services may include water, sanitation, stormwater, electrical and access to service the proposed development.

10 Conduct a Geotechnical Investigation
Conducting a geotechnical investigation will allow you to determine what soil conditions to expect and whether these conditions can accommodate the proposed development. The investigation will include the following:
- Site analysis consisting of geotechnical profiling of the soil conditions.
- Geotechnical report.

The geological conditions can have a cost and time implication to the establishment of the township. If the development falls within a dolomitic area then approval must be obtained from the NHBRC and GEOSCIENCE prior to the lodging of the township application. This process can take anywhere from 6 to 12 months depending on the sensitivity of the immediate and surrounding area.

11 Conduct a Traffic Impact Study
The Traffic Impact Study is dependent on the number of additional trips generated by the proposed development.

Approval may be required from external bodies such as GAUTRANS or SANRAL.

12 Conduct a Social Impact Study
The social impact study will include the following:
- An investigation of the surrounding land use and development to assess the potential impact on the proposed development.
- To determine whether the social economic climate is favorable.
- Factors such as demographics, urban growth patterns, property tendencies, income and expenditure factors, micro and macro economic factors

13 Conduct an Environmental Impact Study
The study is critical to the establishment of the township and will include the following:
- Approval plan of study for scoping.
- Public meeting.
- Submission of draft scoping report.
- Submission of final scoping report.
- Record of Decision from authority.

The external bodies may include DWAF, GDACEL and Department of Agriculture.

15 Obtaining base mapping information
The following must be obtained form either the local authority or Provincial Government:
- Contour plan of a suitable scale.
- Cadastral maps of the area under investigation and the surrounding area.
- Planning information from local authority and Provincial Government.
- Obtain future road planning for the area.
31 Compile and calculate all cadastral boundaries of township
   This entails a complete cadastral survey of the land by a land surveyor indicating and defining the cadastral boundaries of the new township.

32 Submit general plan to Surveyor General's Office for approval
   The Surveyor General ensures that the General Plan submitted conforms to the current standards and also acts as the keeper of the plan to register any future changes to the cadastral of the township.

33 Scrutiny and examination of general plan by officials
   The Surveyor General scrutinizes the general plan.

34 Approval from Surveyor General
   The Surveyor General's office approve the general plan and make a copy of the plan available.

36 Obtain approval that all pre-proclamation conditions have been met
   As developer apply to all affected parties and get restrictive conditions removed. If necessary advertise the application to get the restrictive conditions removed.
   Compilation and approval of Section 125 of the Township Amendment Scheme must be obtained.

38 Submit all documentation to Deeds Office
   The following documents must be sent to the Deeds Office:
   • Documentary evidence that the conditions of establishment have been met.
   • Approved general plan.
   • All other relevant documents necessary for the opening of the township register.
   This include a Section 101 certificate issued by the local authority once all the conditions have been met by the responsible party.

39 Conveyancing procedure
   Deeds office examine all documents and advise that the register is opened.

40 Proclamation of Township
   The township is proclaimed and the developer will be liable for rates and taxes to the land.

42 Construction Process
   The services may be installed as soon as the following has been complied with:
   • Compliance with the pre-proclamation conditions.
   • Approved General Plan.
   • Signed Services agreement.
   • Approved civil and electrical construction drawings.

44 Obtain Section 82 certificate
   The Section 82 certificate can only be obtained if the following conditions have been met:
   • Complete installation of engineering services.
   • Approved installed services by the local authority.
   • Payment of bulk and boundary conditions as stipulated by service agreement.
   • 10% Maintenance guarantee issued by developer valid for 1 year.

   If all of the above has been met then only can the transfer of erven take place.
APPENDIX E

Communication Diagram

Note: The involvement of the professional team and external bodies are depended on the nature of the development.
COMMUNICATION DIAGRAM

PROFESSIONAL TEAM

EXTERNAL GOVERNMENTAL BODIES

PROPERTY DEVELOPER

PROJECT MANAGER

CIVIL ENGINEER

ELECTRICAL ENGINEER

GEOTECHNICAL ENGINEER

TRANSPORTATION ENGINEER

ENVIRONMENTAL ASSESSMENT PRACTITIONER

TOWN PLANNER

ATTORNEY

CONVEYANCER

LAND SURVEYOR

DEPARTMENT OF WATER AFFAIRS AND FORESTRY

LOCAL AUTHORITY

LAND WATER

DEPARTMENT OF WATER AFFAIRS AND FORESTRY

LOCAL AUTHORITY

LOCAL AUTHORITY

LOCAL AUTHORITY

LOCAL AUTHORITY

LOCAL AUTHORITY

DEPARTMENT OF AGRICULTURE AND FORESTRY

LOCAL AUTHORITY

LOCAL AUTHORITY

DEPARTMENT OF ENERGY

LOCAL AUTHORITY

REGISTRAR OF DEEDS

SURVEYOR GENERAL
APPENDIX F

Letter of Consent and Questionnaire
Consent for participation in an academic research study
GSM
University of Pretoria

The critical success factors in township establishment through the process of the Provincial Land Use Ordinance 15 of 1986.

Research conducted by:
Morné Henderson
Cell: +27 82 871 9692

Dear respondent

You are kindly invited to participate in an academic research study conducted by Morné Henderson for the partial fulfillment of the requirements for the degree, Masters of Business Administration, from the Graduate School of Management at the University of Pretoria, South Africa. Your participation will be highly appreciated.

The objective of this study is to identify the critical success factors in township establishment in terms of the provisions contained in the Town-planning and Township Ordinance 15 of 1986 to minimize risk and to optimize the conversion of raw land into proclaimed land. The study will entail the following:

- An in-depth face to face interview, based on a set of questions (attached). The interview will be recorded with the permission of the respondent.
- The attached questionnaire can be completed prior to the interview or during the interview.
- Your voluntary response will remain confidential and you may withdraw at any time from the interview.
- The results of the study will be made available to you at your request.
- The results of the study will be used for academic purposes only.

Please feel free to contact me or my study leader Mr. C J Pretorius at 083 283 7160 should you have any questions regarding this request.

Yours Sincerely

Morné Henderson
Should you be prepared to participate please sign the attached form indicating that:

- you have read and understand the information set out above, and
- you have given your consent voluntarily to participate in the study.

Signature ___________________________ Date ____________
RESEARCH ON THE CRITICAL SUCCESS FACTORS IN TOWNSHIP ESTABLISHMENT THROUGH THE PROCESS OF THE PROVINCIAL LAND USE ORDINANCE 15 OF 1986

QUESTIONNAIRE

by
Morné Henderson
98044215

Submitted in partial fulfilment of the requirements for the degree
Masters of Business Administration

in the
FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES

at the
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ABSTRACT

Township development within South Africa has grown significantly over the last few years as a result of urbanization and continued economic development.

The township establishment process is applicable to all types of township developments and is done in terms of the provisions contained in the Town-Planning and Township Ordinances of the various provinces within South Africa. The township establishment process is generally defined as the conversion of raw land (usually farm land) into proclaimed land which can be subdivided into plots and sold to buyers. The process is complex and time consuming as it is regulated by legislation and relies on the input of a variety of professionals of a multi-disciplinary team and various governmental officials which can affect and control the use of land and also impact seriously on the timing of the process.

The questionnaire formulated is based on the various activities that occur within the township establishment process in terms of the Town-planning and Township Ordinance 15 of 1986. The purpose of the questionnaire is to determine which of these activities fundamentally influence the township establishment process to minimize the risk of cost overruns and project delays.
1  SECTION A: DEMOGRAPHIC DATA
This section refers to the general profiling of the candidate.

1. What is your current occupation and how many years of experience do you have in this position?

2. Which positions did you occupy since 2000?

3. How actively involved are you in the township development industry and what is your involvement to related services, i.e. town planning, architecture, engineering, environmental, local and provincial government and community requirements?

4. How many years of experience do you have with the township establishment process in terms of the Town-planning and Township Ordinance 15 of 1986?

5. How many township developments have you been involved with or have you completed in terms of the Town-planning and Township Ordinance 15 of 1986?
6. Based on your knowledge and experience, how many projects have been delayed as a result of a lack of understanding of the various activities within the township establishment process and what was the magnitude of these delays in terms of time and cost over runs?

7. In your opinion, what is the level of understanding that the various role players, i.e. engineers, town planners and project managers, have of the township establishment process in terms of the Town-planning and Township Ordinance 15 of 1986.
2  SECTION B: ANALYSIS OF TOWNSHIP ESTABLISHMENT PROCESS

This section refers to the formal activities within the township establishment process in
terms of the Town-Planning and Township Ordinance 15 of 1986.

8.  In your experience, what do you believe is the critical success factors within the
township establishment process?

9.  How will you rate the above mentioned critical success factors in order of their
importance to the township establishment process and why?
10. What time frame will you allocate to each of these critical success factor activities?


11. In your opinion, which activities can have the most detrimental impact on the successful establishment of a new township and why?


12. What in your view should be done to reduce or to eliminate unnecessary delays with regard to these activities?
3 SECTION C: CONCLUSION
This section refers to the questionnaire in general.

13. Would you like to add anything to the questionnaire?

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

14. Did you find the questionnaire stimulating and informative?

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

15. Would you be interested in the results of the study? If so, how would you prefer it to be send to you?

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____________________________________________________________________

16. Would you be available for future interviews regarding the township establishment process?

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____________________________________________________________________

17. Was the time required to complete the questionnaire reasonable and acceptable?

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____________________________________________________________________
SECTION C: THANK YOU

Thank you for participating in the study. If you are interested in the results, it will be forwarded to you in due course.

Your participation in this questionnaire is voluntary, once off, and will require no follow-up activities or contact. Any information provided to the researcher will be kept strictly confidential. Participants may withdraw, or ask to have the data collected from them withdrawn at any time, without negative consequences. Any communication with the researcher regarding this particular interaction can be sent directly to the researcher in writing at henderson.momo@gmail.com. Any person who completes this questionnaire does so without waiving any of their own legal rights. Participants accept that they have read and understood these items above and agree to all items. By sending their reply electronically or manually, participants grant informed consent of participation to the researcher and institution.