



FRANCES BAARD DISTRICT MUNICIPALITY (FBDM)

NOTICE

AUTOMATICALLY AVAILABILITY OF CERTAIN RECORDS OF THE FBDM

In terms of

Section 15 of the Promotion of Access to Information Act 2 of 2000

And

**[Regulation 4 of the Regulations relating to the Promotion of Access to
Information, 2021]**

JANUARY 2026

DESCRIPTION OF THE CATEGORIES OF RECORDS OF THE FRANCES BAARD DISTRICT MUNICIPALITY THAT ARE AUTOMATICALLY AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS IN TERMS OF THE PROMOTION OF ACCESS TO INFORMATION ACT 2 OF 2000

| Category | Description | Mode of Accessibility | | | | |
|---|---|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of charge |
| Council Minutes and Agendas | Records of Council meetings, agendas, resolutions, and minutes | X | | X | | |
| Annual Reports | Municipality's annual performance, financial, and audit reports | X | | X | | |
| Budget and Financial Records | Annual budgets, adjustment budgets, and related financial statements | X | | X | | |
| By-laws and Policies | Municipal by-laws, policies, and procedures | X | | X | X | |
| Tenders and Procurement | Records of advertised tenders, awarded contracts, and procurement policies | X | | X | | |
| Development Plans and Spatial Information | Integrated Development Plan (IDP), Spatial Development Frameworks, and planning documents | X | | X | X | |
| Employment and Human Resources | Job advertisements, recruitment policies, and approved organizational structures | X | | X | X | |
| Municipal Notices | Official notices, newsletters, press releases issued by the municipality | X | | X | X | |

| Category | Description | Mode of Accessibility | | | | |
|---------------------------------------|---|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of charge |
| Service Delivery Information | Information on municipal services, service standards, and complaints procedures | X | | X | | |
| Environmental and Disaster Management | Records on environmental impact assessments, disaster management plans, and fire safety | X | | X | | |



INFORMATION OFFICER

DATE: 25 MAY 2026