

Appendix A

Forms to be completed by all metropolitan, local and district municipalities

RETURN FOR 2009/10

MUNICIPALITY	WC051 Laingsburg	PROVINCE	WC WESTERN CAPE
WEB ADDRESS	www.Laingsburg.gov	GRADE ¹	3
E-MAIL ADDRESS	laingsburg@xsinet.co.za		

A. GENERAL INFORMATION

Postal address:		Deputy Mayor/Executive Mayor:	
P.O. Box	Privatebag X4	Name	Mr R Mckeet
City / Town	LAINGSBURG	Telephone number	
Postal Code	6900	Cell number	834465983
Street address		Fax number	023-5511019
Building		E-mail address	laingsburg@xsinet.co.za
Street No. & Name	Van Riebeeckstreet 2	Municipal Manager:	
City / Town	LAINGSBURG	Name	Mr PA Williams
Postal Code	6900	Telephone number	023-5511019
General Contacts		Cell number	827108853
Telephone number	023-5511019	Fax number	023-5511019
Fax number	023-5511019	E-mail address	pajrwilliams@mweb.co.za
Speaker:		Financial Manager	
Name	Mr B Kleinbooi	Name	Ms A S Groenewald
Telephone number	023-5511019	Telephone number	023-5511019
Cell number	834465984	Cell number	832838220
Fax number	023-5511019	Fax number	023-5511849
E-mail address	laingsburg@xsinet.co.za	E-mail address	laingsadmin@xsinet.co.za
Mayor/Executive Mayor:			
Name	Mrs R Meyer		
Telephone number	023-5511019		
Cell number	834172245		
Fax number	023-5511019		
E-mail address	laingsburg@xsinet.co.za		

1 Grade in terms of the Remuneration of Public Office Bearers Act.

Save file as: AppA_Muncde_ccyy.XLS
 ccyy = Financial Year End
 Muncde = Municipality Code
 (e.g. AppA_GT411_2007.XLS)

B. CAPITAL BUDGET		2009/10 Budget Return					
		A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
EXPENDITURE ²							
1	INFRASTRUCTURE						
2	Land and buildings	250,000	446,548	350,000	40.00%		
3	Roads, pavements, bridges & stormwater	150,000	937,400	2,280,000	1420.00%		1,916,000
4	Water reservoirs & reticulation	2,820,000	2,113,269	2,502,000	-11.28%	1,261,000	2,950,000
5	Car parks, bus terminals & taxi ranks	350,000			-100.00%		
6	Electricity reticulation	140,000	800	240,000	71.43%	40,000	
7	Sewerage purification & reticulation	20,000		40,000	100.00%	4,610,000	
8	Housing	615,000	615,000	560,000	-8.94%	666,000	791,000
9	Street lighting	70,000	100,000	360,000	414.29%	0	400,000
10	Refuse sites				0.00%	370,000	700,000
11	Gas				0.00%		
12	Other	100,000	0		-100.00%		
13	Sub-total (lines 2-12)	4,515,000	4,213,017	6,332,000	40.24%	6,947,000	6,757,000
14	COMMUNITY						
15	Establishment of parks & gardens	80,000	80,000	80,000	0.00%	80,000	80,000
16	Sport fields			10,000	0.00%	10,000	10,000
17	Community halls				0.00%		
18	Libraries				0.00%		
19	Recreation facilities				0.00%		
20	Clinics				0.00%		
21	Museums & art galleries				0.00%		
22	Other	50,000	200,000	140,000	180.00%	70,000	70,000
23	Sub-total (lines 15-22)	130,000	280,000	230,000	76.92%	160,000	160,000

² Show only expenditure of which funds are secured; otherwise, it must be gazetted or written confirmation of allocation must have been obtained.

B. CAPITAL BUDGET		2009/10 Budget Return				
		A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R
	EXPENDITURE ⁶					
24	OTHER ASSETS					
25	Other motor vehicles	300,000			-100.00%	
26	Plant & equipment	145,000	178,800	310,000	113.79%	40,000
27	Office equipment	115,000	614,183	195,000	69.57%	150,000
28	Abattoirs				0.00%	
29	Markets				0.00%	
30	Airports				0.00%	
31	Security Measures				0.00%	
32	Other	250,000	310,000		-100.00%	700,000
33	Sub-total (Lines 25-32)	810,000	1,102,983	505,000	-37.65%	890,000
34	SPECIALISED VEHICLES					
35	Refuse				0.00%	
36	Fire				0.00%	
37	Conservancy				0.00%	
38	Ambulances				0.00%	
39	Buses				0.00%	
40	Sub-total (Lines 35-39)	0	0	0	0.00%	0
41	TOTAL (13+23+33+40)	5,455,000	5,596,000	7,067,000	29.55%	7,997,000

6 Show only expenditure of which funds are secured; otherwise, it must be gazetted or written confirmation of allocation must have been obtained.

B. CAPITAL BUDGET		2009/10 Budget Return					
		A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
42	SOURCES OF FINANCE: ¹⁰						
43	Grants and subsidies from National Government:						
44	a) Allocated 2009/10	3,470,000	3,115,669	5,132,000	47.90%	5,901,000	5,066,000
45	b) Carry over from previous years				0.00%		
46	Sub-total (Lines 44-45)	3,470,000	3,115,669	5,132,000	47.90%	5,901,000	5,066,000
47	Grants and subsidies from Provincial Government:						
48	a) Allocated 2009/10	615,000	615,000	560,000	-8.94%	666,000	791,000
49	b) Carry over from previous years				0.00%		
50	Sub-total (Lines 48-49)	615,000	615,000	560,000	-8.94%	666,000	791,000
51	Grant and subsidies from District Municipalities: ¹¹						
52	a) Allocated 2009/10				0.00%		
53	b) Carry over from previous years				0.00%		
54	Sub-total (Lines 52-53)	0	0	0	0.00%	0	0
55	TOTAL (46+50+54)	4,085,000	3,730,669	5,692,000	39.34%	6,567,000	5,857,000
56	External Loans				0.00%		
57	Internal Advances	1,370,000	1,865,331	1,375,000	0.36%	1,430,000	1,470,000
58	Contribution from revenue ¹²				0.00%		
59	Public contributions/donations				0.00%		
60	Other Ad Hoc Financing Sources				0.00%		
61	Other				0.00%		
62	TOTAL (Lines 55-61)	5,455,000	5,596,000	7,067,000	29.55%	7,997,000	7,327,000

10 Show only funding that has been secured; otherwise, it must be gazetted or written confirmation of allocation must have been obtained.

11 Must correspond with allocations to local municipalities in district municipalities' budget.

12 Must correspond with contributions to fixed assets under Form C (Operating Budget) on page 6.

C. OPERATING BUDGET				2009/10 Budget Return		
	A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
EXPENDITURE :						
Allocations to local municipalities ¹⁵				0.00%		
Salaries, wages and allowances	7,185,772	8,242,147	9,457,402	31.61%	10,523,646	11,455,218
<i>General expenditure -</i>						
Electricity bulk purchases	2,408,384	2,415,800	3,250,000	34.95%	3,465,000	3,811,500
Water bulk purchases				0.00%		
Sewer payments				0.00%		
Contributions to municipalities for functions & services	79,000	79,000	19,000	-75.95%	19,000	19,000
Other	11,247,647	15,709,587	14,921,637	32.66%	12,565,728	13,109,419
Repairs and maintenance	802,730	846,155	1,090,950	35.90%	1,311,960	1,555,280
<i>Capital charges -</i>						
External interest				0.00%		
Redemption of external debt				0.00%		
Internal interest and redemption				0.00%		
Contributions to fixed assets				0.00%		
Contributions to special funds		500,000		0.00%		
Provisions for working capital				0.00%		
<i>Total Gross budgeted expenditure</i>	21,723,533	27,792,689	28,738,989	32.29%	27,885,334	29,950,417
Less amounts reallocated				0.00%		
TOTAL: Net budgeted expenditure	21,723,533	27,792,689	28,738,989	32.29%	27,885,334	29,950,417

15 Only to be completed by district municipalities and must correspond with the total allocations under Form D (Allocations To Local Municipalities).

C. OPERATING BUDGET				2009/10 Budget Return		
	A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
INCOME :		16				
Regional Levies				0.00%		
Property rates	4,012,055	4,015,205	3,892,544	-2.98%	4,281,598	4,709,558
Electricity	3,385,582	3,360,922	4,636,364	36.94%	4,637,794	5,076,681
Water	1,377,837	2,088,565	1,853,487	34.52%	2,026,148	2,183,862
Sanitation	1,357,285	1,413,919	1,502,628	10.71%	1,583,031	1,608,426
Refuse removal	876,838	888,320	982,712	12.07%	1,073,981	1,174,376
Contributions by municipalities for functions & services				0.00%		
Grants ¹⁷	5,760,000	5,867,759	7,121,000	23.63%	8,903,000	9,836,000
<i>Interest and investment income:</i>						
External	790,000	1,230,000	1,100,000	39.24%	780,000	780,000
Internal				0.00%		
Other	4,167,411	8,031,238	7,664,187	83.91%	4,600,645	4,586,874
Surplus funds appropriated		900,000		0.00%		
TOTAL	21,727,008	27,795,928	28,752,922	32.34%	27,886,197	29,955,777
Surplus/(Deficit)	3,475	3,239	13,933	300.95%	863	5,360

16 Actual income and not levied income should be shown.

17 Should match with what is gazetted or written confirmation if not gazetted.

D. ALLOCATIONS TO LOCAL MUNICIPALITIES				2009/10 Budget Return		
	A BUDGET 2008/09 R 20	B EXPECTED 2008/09 R	C BUDGET 2009/10 R 19&21	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
New allocations	9,195,000	9,302,669	12,813,000	39.35%	15,470,000	15,693,000
Projects brought forward:						
Allocated 2010/11 budget						
Allocated 2009/10 budget						
Allocated 2008/09 budget						
Allocated 2007/08 budget				0.00%		
Allocated previous financial years				0.00%		
Total	9,195,000	9,302,669	12,813,000	39.35%	15,470,000	15,693,000

E. BREAKDOWN OF RECOVERABLE COSTS RELATING TO SERVICES				2009/10 Budget Return		
	Approved Establishment staff no.	Budgeted staff no.	Staff cost R	A Total cost R	B Income R	B-A Nett R
Property rates	20	20	6,057,813	3,305,683	3,892,544	586,861
Electricity				4,669,723	4,236,364	-433,359
Water	3	3	253,255	2,000,753	1,853,487	-147,266
Sewerage/Sanitation	2	2	141,040	1,127,298	1,502,628	375,330
Refuse removal	4	4	291,379	1,373,785	982,712	-391,073
Health services				1,373,785	18,120	-1,355,665
Housing services				101,410	101,410	0
Other	18	18	2,713,915	11,636,552	13,015,657	1,379,105
TOTAL	47	47	9,457,402	25,588,989	25,602,922	13,933

19 Must correspond with allocations to local municipalities under Form C.

20 The information furnished in the return for 2008/09 should be given.

21 A list of new allocation and a progress report on projects carried forward must be provided balancing with this column.

F. MONTHLY ACCOUNT FOR HOUSEHOLD - Large Household ²²				2009/10 Budget Return		
	A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
Rates and services charges:			²³			
- Property rates	249.35	249.35	274.25	9.99%	298.93	325.83
- Electricity: Basic levy	60.55	60.55	76.35	26.09%	83.98	90.70
Consumption	410.80	410.80	521.72	27.00%	573.89	619.80
- Water: Basic levy	41.05	41.05	47.50	15.71%	53.35	58.70
Consumption	34.80	34.80	38.40	10.34%	42.24	4,632.00
Sanitation	56.70	56.70	61.50	8.47%	66.40	71.70
Refuse removal	38.10	38.10	42.70	12.07%	46.50	50.70
Other				0.00%		
VAT on Services	89.88	89.88	110.34	22.77%	121.29	773.30
TOTAL	981.23	981.23	1,172.76	19.52%	1,286.58	6,622.73

G. MONTHLY ACCOUNT FOR HOUSEHOLD - Small Household ²⁴				2009/10 Budget Return		
	A BUDGET 2008/09 R	B EXPECTED 2008/09 R	C BUDGET 2009/10 R	C/A INCREASE / (DECREASE) %	BUDGET 2010/11 R	BUDGET 2011/12 R
Rates and services charges			²⁵			
- Property rates	78.32	78.32	81.14	3.60%	88.40	96.40
- Electricity: Basic levy	40.55	40.55	50.95	25.65%	56.00	61.05
Consumption	204.58	204.58	259.82	27.00%	285.80	311.50
- Water: Basic levy	41.05	41.05	47.50	15.71%	53.53	58.70
Consumption	1.45	1.45	1.60	10.34%	1.76	1.93
Sanitation	56.70	56.70	61.50	8.47%	66.40	71.70
Refuse removal	38.10	38.10	42.70	12.07%	46.50	50.70
Other				0.00%		
VAT on Services	53.54	53.54	64.97	21.35%	71.40	77.78
TOTAL	514.29	514.29	610.18	18.65%	669.79	729.76

22 Use as basis 1 000m² erf, 150m² improvements, 1 000 units electricity and 30kl water.

23 Increases necessary later due to financing the budget expenditure must be included.

24 Use as basis 300m² erf, 48m² improvements, 498 units electricity and 25kl water.

25 Increases necessary later due to financing the budget expenditure must be included.

H. LIQUIDITY DATA					2009/10 Budget Return	
	A	B	C	C/B		
	30 JUNE 2007	30 JUNE 2008	30 JUNE 2009	INCREASE /	30 JUNE 2010	30 JUNE 2011
	R	R	R	(DECREASE)	R	R
				%		
Cash/Bank Balance:						
Surplus		437,076	765,900	75.23%	354,780	434,500
Deficit	778,428			0.00%		
Working capital:						
Provision for bad debts to be written off				0.00%		
Provision for working capital				0.00%		
Accumulated provision for working capital	1,140,575	1,140,575	1,140,575	0.00%	1,140,575	1,140,575
Debtors outstanding:						
Longer than 90 days				0.00%		
61 to 90 days				0.00%		
31 to 60 Days				0.00%		
30 days or less	1,483,166	2,705,536	1,676,236	-38.04%	2,187,800	1,987,000
TOTAL DEBTORS OUTSTANDING	1,483,166	2,705,536	1,676,236	-38.04%	2,187,800	1,987,000
Creditors outstanding:						
Longer than 90 days	0	0	0	0.00%	0	0
61 to 90 days				0.00%		
31 to 60 Days				0.00%		
30 days or less				0.00%		
TOTAL CREDITORS OUTSTANDING	0	0	0	%	0	0

I. EXTERNAL INVESTMENTS BY CATEGORY					2009/10 Budget Return	
	A	B	C	C/B		
	30 JUNE 2007	30 JUNE 2008	30 JUNE 2009	INCREASE /	30 JUNE 2010	30 JUNE 2011
	R	R	R	(DECREASE)	R	R
				%		
Unlisted:						
Municipal stock				0.00%		
Assurance stock				0.00%		
Long Term Deposits				0.00%		
Short Term Deposits	10,542,445	10,902,221	10,779,494	-1.13%	11,903,000	13,000,000
Call Deposits	628,116	646,508	709,802	9.79%	773,402	837,004
Other				0.00%		
Listed:						
Other Municipal Stock				0.00%		
Other				0.00%		
TOTAL EXTERNAL INVESTMENTS	11,170,561	11,548,729	11,489,296	-0.51%	12,676,402	13,837,004

J. REMUNERATION PACKAGES					2009/10 Budget Return	
	A	B	C	C/A		
	BUDGET 2008/09 ²⁶	EXPECTED 2008/09	BUDGET 2009/10	INCREASE / (DECREASE)	BUDGET 2010/11	BUDGET 2011/12
Municipal Manager						
Salary	626,000	657,710	690,500	10.30%	747,800	809,860
Travel expenses/allowances	84,000	84,000	84,000	0.00%	84,000	84,000
Entertainment	6,000	9,000	7,000	16.67%	7,000	7,000
Other	118,840	119,080	127,870	7.60%	135,892	144,580
TOTAL	834840	869790	909370	8.93%	974,692	1,045,440
Senior Managers						
Number						
Salary ²⁷				0.00%		
Travel expenses/allowances ²⁷				0.00%		
Entertainment ²⁷				0.00%		
Other ²⁷				0.00%		
TOTAL	0	0	0	0.00%	0	0

26 The information furnished in the return for 2008/09 should be given.

27 Total of: All managers one level below municipal manager.

K. COUNCILLOR ALLOWANCES								2009/10 Budget Return
	Number	Salary per Councillor R	Pension per Councillor R	Medical Aid per Councillor R	Housing allowance R	Use of Personal Facilities R	Cell- /Telephone Allowance R	Travelling Allowance R
Speaker								
Full-time	1	311,210					17,583	103,375
Part-Time								
Executive Mayor / Mayor								
Full-time	1	389,010					17,583	103,375
Part-Time								
Deputy Executive Mayor / Mayor								
Full-time								
Part-Time	1	171,165					10,969	57,055
Member of the Executive /Mayoral Committee								
Chairperson of a sub-council								
Councillors determined in terms of section 20 of Act 117 of 98								
Councillors designated as fulltime in terms of section 18(4) of Act 117 of 98								
Councillors proportionally elected	3	350,108					32,907	117,770
Councillor appointed by councils of respective local municipalities								
Councillors representing district management areas								
Traditional leaders								
Councillors receiving sitting allowances								

L. FREE BASIC SERVICES (FBS)

2009/10 Budget Return

This information is required to assess the implementation of Free Basic Services

Please complete each section applicable.

Each question requiring an answer is marked with a number. E.g. "G.1" refers to "General, question 1"

Items without a question number will calculate automatically from other questions.

The summary table under the "General" heading must reflect all FBS provided to households (HH) in the municipal area.

FBS for Water, Sanitation, Electricity / Energy and Refuse have detailed sections. The totals will automatically populate the summary table.

GENERAL			
G.7	Definition of Poor Household	HH earning < R1600/Month	
G.8	Source of Definition of Poor Household		
		2009/10	2010/11
		2011/12	
G.1	Total number of people in municipal area	7,038	7,038
G.2	Total number of poor people in municipal area		
G.3	Total number of households in municipal area	1,175	1,175
G.4	Total number of poor households in municipal area	637	887

Summary table of FBS Provided in municipal area						
	2009/10		2010/11		2011/12	
	Number HH	Cost R	Number HH	Cost R	Number HH	Cost R
G.5	FBS provided for property rates (e.g. rebates for indigents etc)	640	50,400	640	55,440	84,100
	FBS provided for water	640	430,848	640	482,550	751,570
	FBS provided for sanitation	640	472,320	640	510,110	766,115
	FBS provided for Electricity / Energy	640	230,400	640	288,000	440,550
	FBS provided for Refuse	640	327,936	640	360,730	551,800
G.6	Other FBS provided (any other FBS not included above)					
	Total FBS provided in municipal area (total social package)	3,200	1,511,904	3,200	1,696,830	2,594,135
	Total cost per HH per annum for all FBS		472		530	583

FREE BASIC SERVICES FOR WATER (see separate section for sanitation) 2009/10 Budget Return

	2009/10	2010/11	2011/12
W.1	Are you authorised to provide the service	Yes	
W.2	Monthly unit used for definition of free basic service	KL	
W.3	Free monthly units (enter a number corresponding to the unit above)	6	
	Method of identifying poor households (choose Y or N for each of the options below)		
W.4	Technical targeting (in terms of systems in place, e.g. prepaid meter)	No	
W.5	Application by customer (usually related to poverty measurement)	Yes	
W.6	Free basic to all households, increase rates for higher usage)	No	
W.7	Geographic targeting (e.g. poor areas)	No	
W.8	No. of households with piped water inside dwelling	1,175	1,175
W.9	No. of households with piped water inside yard (but not in dwelling)		
W.10	No. of households using public tap (community stand:distance > 200m from dwelling)		
W.11	No. of households using public tap (community stand:distance < 200m from dwelling)		
W.12	No. of households with other water supply (borehole, spring, rain-water tank etc)		
W.13	No. of households with no water supply		
	Total No. of households (must agree to total No. of households in municipal area -G.3)	1,175	1,175

Summary of Water FBS Provided
 (HH = No. of HH receiving FBS, Cost = cost of providing FBS, Complete W.13 only, Other values will populate from detail)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

	2009/10		2010/11		2011/12		
	Number HH	Cost R	Number HH	Cost R	Number HH	Cost R	
W.14	FBS provided by municipality (incl. wholly owned entities)	640	430,848	640	482,550	890	751,570
	FBS provided by another Municipality	0	0	0	0	0	0
	FBS provided by public entities and private institutions	0	0	0	0	0	0
	Total FBS benefits in Municipal area	640	430,848	640	482,550	890	751,570
	Cost per HH per annum		673		754		844

Detail of Water FBS from Other Providers
 (HH = No. of HH receiving FBS, Cost = cost of providing FBS)
 (Select whether Service Agreement has been signed or not)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

Water FBS Provided by another municipality
 (select the demarcation code from list for each municipality that provides Water FBS in your municipal area)

	Demarcation Code	Agreement Signed (Y/N)	2009/10		2010/11		2011/12	
			Number HH	Cost R	Number HH	Cost R	Number HH	Cost R
W.15	FBS provided by							
W.16	FBS provided by							
W.17	FBS provided by							
W.18	FBS provided by							
W.19	FBS provided by							
W.20	FBS provided by							
W.21	FBS provided by							
	TOTAL		0	0	0	0	0	0

Water FBS Provided By Public Entity
 (Complete each one applicable)

W.22	FBS provided by Water Board							
W.23	FBS provided by DWAF							
W.24	FBS provided by Other							
	TOTAL		0	0	0	0	0	0

W.25 Water FBS Provided by Private Entity
 (Includes Public Private Partnerships (PPP))

--	--	--	--	--	--	--	--	--

FREE BASIC SERVICES FOR SANITATION - SEWERAGE 2009/10 Budget Return

	2009/10	2010/11	2011/12
S.1	Are you authorised to provide the service	Yes	
S.2	How is sanitation generally billed to the consumer (separate tariff of part of another)	Sanitation Tariff	
S.3	How is Free Basic Service for Sanitation Provided	Sanitation Tariff	
Method of identifying poor households (choose Y or N for each of the options below)			
S.4	Technical targeting (in terms of systems in place, e.g. prepaid meter)	No	
S.5	Application by customer (usually related to poverty measurement)	Yes	
S.6	Free basic to all households, increase rates for higher usage)		
S.7	Geographic targeting (e.g. poor areas)		
S.8	No. of households with flush toilet (connected to sewerage)	1,175	1,175
S.9	No. of households with flush toilet (with septic tank)		
S.10	No. of households with chemical toilet		
S.11	No. of households with pit latrine (ventilated or not)		
S.12	No. of households with bucket latrine		
S.13	No. of households with other toilet provisions		
S.14	No. of households with no toilet provisions		
	Total No. of households (agrees to total No. of households in municipal area - G.3)	1,175	1,175

Summary of Sanitation FBS Provided
 (HH = No. of HH receiving FBS, Cost = cost of providing FBS, Complete S.13 only, Other values will populate from detail)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

	2009/10		2010/11		2011/12		
	Number HH	Cost R	Number HH	Cost R	Number HH	Cost R	
S.15	FBS provided by municipality (incl. wholly owned entities)	640	472,320	640	510,110	890	766,115
	FBS provided by another Municipality	0	0	0	0	0	0
	FBS provided by public entities and private institutions	0	0	0	0	0	0
	Total FBS benefits in Municipal area	640	472,320	640	510,110	890	766,115
	Cost per HH per annum		738		797		861

Detail of Sanitation FBS from Other Providers
 (HH = No. of HH receiving FBS, Cost = cost of providing FBS)
 (Select whether Service Agreement has been signed or not)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

Sanitation FBS Provided by another municipality
 (select the demarcation code from list for each municipality that provides Sanitation FBS in your municipal area)

	Demarcation Code	Agreement Signed (Y/N)	2009/10		2010/11		2011/12	
			Number HH	Cost R	Number HH	Cost R	Number HH	Cost R
S.16	FBS provided by							
S.17	FBS provided by							
S.18	FBS provided by							
S.19	FBS provided by							
S.20	FBS provided by							
S.21	FBS provided by							
S.22	FBS provided by							
	TOTAL		0	0	0	0	0	0

Sanitation FBS Provided By Public Entity
 (Complete each one applicable)

S.23	FBS provided by Water Board							
S.24	FBS provided by DWAF							
S.25	FBS provided by Other							
	TOTAL		0	0	0	0	0	0

Sanitation FBS Provided by Private Entity
 (Includes Public Private Partnerships (PPP))

S.26								
------	--	--	--	--	--	--	--	--

FREE BASIC SERVICES FOR ELECTRICITY / ENERGY (completed by category A and B municipalities only) 2009/10 Budget Return

		2009/10
E.1	Monthly unit used for definition of free basic service for Electricity	Other
E.2	Free monthly units for electricity (enter a number corresponding to the unit above)	50
	Method of identifying poor households (choose Y or N for each of the options below)	
E.3	Technical targeting (in terms of systems in place, e.g. prepaid meter)	
E.4	Application by customer (usually related to poverty measurement)	Yes
E.5	Free basic to all households, increase rates for higher usage	
E.6	Geographic targeting (e.g. poor areas)	
	Do you provide free basic energy for (select Yes or No for each. multiple allowed.)	
E.7	Coal	no
E.8	Gas	no
E.9	Paraffin	no
E.10	Candle	no
E.11	Solar	no
E.12	Other	no

Summary of Electricity / Energy FBS Provided							
(HH = No. of HH receiving FBS, Cost = cost of providing FBS, Complete E.13 only, Other values will populate from detail)							
2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available							
		2009/10		2010/11		2011/12	
		Number HH	Cost R	Number HH	Cost R	Number HH	Cost R
E.13	FBS provided by municipality (incl. wholly owned entities)	640	230,400	640	288,000	890	440,550
	FBS provided by another Municipality	0	0	0	0	0	0
	FBS provided by public entities and private institutions	0	0	0	0	0	0
	Total FBS benefits in Municipal area	640	230,400	640	288,000	890	440,550
	Cost per HH per annum		360		450		495

Detail of Electricity / Energy FBS from Other Providers
 (HH = No. of HH receiving FBS, Cost = cost of providing FBS)
 (Select whether Service Agreement has been signed or not)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

Electricity / Energy FBS Provided by another municipality									
(select the demarcation code from list for each municipality that provides Electricity / Energy FBS in your municipal area)									
		Demarcation Code	Agreement Signed (Y/N)	2009/10		2010/11		2011/12	
				Number HH	Cost R	Number HH	Cost R	Number HH	Cost R
E.14	FBS provided by								
E.15	FBS provided by								
E.16	FBS provided by								
E.17	FBS provided by								
E.18	FBS provided by								
E.19	FBS provided by								
E.20	FBS provided by								
	TOTAL			0	0	0	0	0	0

Electricity / Energy FBS Provided By Public Entity									
(Complete each one applicable)									
E.21	FBS provided by Eskom								
E.22	FBS provided by Non-Grid Provider								
E.23	FBS provided by Other								
	TOTAL			0	0	0	0	0	0
E.24	Electricity / Energy FBS Provided by Private Entity								
	(Includes Public Private Partnerships PPP)								

FREE BASIC SERVICES FOR REFUSE - SOLID WASTE (completed by category A and B municipalities only) 2009/10 Budget Return

	2009/10	2010/11	2011/12
R.1	How is refuse generally billed to the consumer (separate tariff of part of another)	Refuse Tariff	
R.2	How is Free Basic Service for refuse Provided	Refuse Tariff	
	Method of identifying poor households (choose Y or N for each of the options below)		
R.3	Technical targeting (in terms of systems in place, e.g. prepaid meter)		
R.4	Application by customer (usually related to poverty measurement)	Yes	
R.5	Free basic to all households, increase rates for higher usage)		
R.6	Geographic targeting (e.g. poor areas)		
R.7	No. of households with refuse removed at least once a week	1,175	1,175
R.8	No. of households with refuse removed less than once a week		
R.9	No. of households using communal refuse dump		
R.10	No. of households using own refuse dump		
R.11	No. of households with other rubbish disposal		
R.12	No. of households with no rubbish disposal		
	Total No. of households (must agree to total No. of households in municipal area - G.3)	1,175	1,175

Summary of Refuse FBS Provided

(HH = No. of HH receiving FBS, Cost = cost of providing FBS, Complete R.13 only, Other values will populate from detail)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

	2009/10		2010/11		2011/12		
	Number HH	Cost R	Number HH	Cost R	Number HH	Cost R	
R.13	FBS provided by municipality (incl. wholly owned entities)	640	327,936	640	360,730	890	551,800
	FBS provided by another Municipality	0	0	0	0	0	0
	FBS provided by public entities and private institutions	0	0	0	0	0	0
	Total FBS benefits in Municipal area	640	327,936	640	360,730	890	551,800
	Cost per HH per annum		512		564		620

Detail of Refuse FBS from Other Providers

(HH = No. of HH receiving FBS, Cost = cost of providing FBS)
 (Select whether Service Agreement has been signed or not)
 2009/10 figures mandatory, leave 2010/11 and 2011/12 blank if information not available

Refuse FBS Provided by another municipality

(select the demarcation code from list for each municipality that provides Refuse FBS in your municipal area)

	Demarcation Code	Agreement Signed (Y/N)	2009/10		2010/11		2011/12	
			Number HH	Cost R	Number HH	Cost R	Number HH	Cost R
R.14	FBS provided by							
R.15	FBS provided by							
R.16	FBS provided by							
R.17	FBS provided by							
R.18	FBS provided by							
R.19	FBS provided by							
R.20	FBS provided by							
	TOTAL		0	0	0	0	0	0
R.21	Refuse FBS Provided by Private Entity							
	(Include Public Private Partnerships PPP)							

M. PROPERTY RATES**2009/10 Budget Return**

This information is being collected to assess readiness for implementation of the proposed new legislation on property rates

Please complete each section applicable.

Where a drop down list is provided, please select one of the alternatives.

All numbers to be expressed as whole numbers except FTEs and Rates in the Rand

Full Time Equivalent (FTE) should be expressed to one decimal place and takes into account full time and part time staff

Rates in the Rand should be expressed to 6 decimal places maximum

GENERAL

Are municipal by laws in place to give effect to rates policy ? (Y/N)	No
Is a municipal valuer appointed? (Y/N)	Yes
Number of assistant valuers used (Full Time Equivalents - FTE - expressed as a fraction)	
Number of data collectors used (FTE)	2.0
Number of internal valuers used (FTE)	
Number of external valuers used (FTE)	
Number of additional valuers required to implement new system (FTE)	
Is a valuation appeal board established? (Y/N)	Yes
How long will it take to implement a new valuation role? (select one)	12 months
Is the residential rate used to determine rate for other categories? (Y/N)	

Summary for All Property Categories

Total number of properties	1,913
Total Value used for rating 2009/10 (Rand)	273,834,226
Total Land Value 2009/10 (Rand)	0
Total Value of Improvements 2009/10 (Rand)	0
Total Market Value 2009/10 (Rand)	761,548,599
Total Rate Revenue Budget 2009/10 (Rand)	1,710,556
Total Rate Revenue Expected to Collect 2009/10 (Rand)	1,448,824
Expecteded Collection Rate 2009/10 (%)	84.70%
Total Rate Revenue Budget 2008/09 (Rand)	0
Total Rate Revenue Expected to Collect 2008/09 (Rand)	0
Expected Collection Rate 2008/09 (%)	0.00%

PROPERTY RATES BY CATEGORY		2009/10 Budget Return			
	Residential	Vacant Land	Business & Commercial	Industrial	
Do you currently levy property rates on this category? (Y/N)	Yes		Yes		
Total number of properties for category	946		121		
Are all properties currently valued? (Y/N)	Yes		Yes		
Estimated number of properties not valued. (answer if N to above)					
Number of Appeals in 2008/09					
Number of supplemental assessments					
Number of Appeals finalised in 2008/09					
Years since last valuation (select one)					
Frequency of valuation (select one)	5				
Method of valuation used for category (select one)					
Base of valuation (select one)	Land & Improvements		Land & Improvements		
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)	Yes		Yes		
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)	Yes		Yes		
Other than the flat rate (above) is the balance rated by uniform rate or variable rate? (select one)					
Most common rate (average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026)	0.005250		0.005250		
Total Value used for rating 2009/10 (Rand)	60,903,000		79,775,115		
Total Land Value 2009/10 (Rand)					
Total Value of Improvements 2009/10 (Rand)					
Total Market Value 2009/10 (Rand)	87,012,580		79,775,115		
Exemptions/reductions/rebates (based on)	% reduction on value to be rated		% reduction on value to be rated		
Budgeted Income forgone 2009/10 through exemptions/reductions/rebates (Rand)	137,076				
Total Rate Revenue Budget 2009/10 (Rand)	319,740		418,819		
Total Rate Revenue Expected to Collect 2009/10 (Rand)	271,753		418,819		
Expected Collection Rate 2009/10 (%)	84.99%	0.00%	100.00%	0.00%	
Total Rate Revenue Budget 2008/09 (Rand)					
Total Rate Revenue Expected to Collect 2008/09 (Rand)					
Expected Collection Rate 2008/09 (%)	0.00%	0.00%	0.00%	0.00%	

PROPERTY RATES BY CATEGORY		2009/10 Budget Return		
	Public benefit organizations (i.e. Private schools, churches)	State-owned	Communal land/State trust land	Public service infrastructure
Do you currently levy property rates on this category? (Y/N)		Yes		Yes
Total number of properties for category		138		161
Are all properties currently valued? (Y/N)		Yes		Yes
Estimated number of properties not valued. (answer if N to above)				
Number of Appeals in 2008/09				
Number of supplemental assessments				
Number of Appeals finalised in 2008/09				
Years since last valuation (select one)				
Frequency of valuation (select one)				
Method of valuation used for category (select one)				
Base of valuation (select one)		Land & Improvements		Land & Improvements
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)		Yes		Yes
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)		Yes		Yes
Other than the flat rate (above) is the balance rated by uniform rate or variable rate? (select one)				
Most common rate (average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026)		0.010500		0.005250
Total Value used for rating 2009/10 (Rand)		51,928,771		
Total Land Value 2009/10 (Rand)				
Total Value of Improvements 2009/10 (Rand)				
Total Market Value 2009/10 (Rand)		51,928,771		1,316,530
Exemptions/reductions/rebates (based on)		% reduction on value to be rated		other
Budgeted Income forgone 2009/10 through exemptions/reductions/rebates (Rand)				6,610
Total Rate Revenue Budget 2009/10 (Rand)		545,252		302
Total Rate Revenue Expected to Collect 2009/10 (Rand)		545,252		0
Expected Collection Rate 2009/10 (%)	0.00%	100.00%	0.00%	0.00%
Total Rate Revenue Budget 2008/09 (Rand)				
Total Rate Revenue Expected to Collect 2008/09 (Rand)				
Expected Collection Rate 2008/09 (%)	0.00%	0.00%	0.00%	0.00%

PROPERTY RATES BY CATEGORY		2009/10 Budget Return		
	Agricultural	Mining Properties	Other	
Do you currently levy property rates on this category? (Y/N)	Yes			
Total number of properties for category	547			
Are all properties currently valued? (Y/N)	Yes			
Estimated number of properties not valued. (answer if N to above)				
Number of Appeals in 2008/09				
Number of supplemental assessments				
Number of Appeals finalised in 2008/09				
Years since last valuation (select one)				
Frequency of valuation (select one)				
Method of valuation used for category (select one)				
Base of valuation (select one)	Land & Improvements			
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)	Yes			
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)	Yes			
Other than the flat rate (above) is the balance rated by uniform rate or variable rate? (select one)				
Most common rate (average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026)	0.005250			
Total Value used for rating 2009/10 (Rand)	81,227,340			
Total Land Value 2009/10 (Rand)				
Total Value of Improvements 2009/10 (Rand)				
Total Market Value 2009/10 (Rand)	541,515,603			
Exemptions/reductions/rebates (based on)	% reduction on rate levied			
Budgeted Income forgone 2009/10 through exemptions/reductions/rebates (Rand)	2,416,514			
Total Rate Revenue Budget 2009/10 (Rand)	426,443			
Total Rate Revenue Expected to Collect 2009/10 (Rand)	213,000			
Expected Collection Rate 2009/10 (%)	49.95%	0.00%		0.00%
Total Rate Revenue Budget 2008/09 (Rand)				
Total Rate Revenue Expected to Collect 2008/09 (Rand)				
Expected Collection Rate 2008/09 (%)	0.00%	0.00%		0.00%

M. COMPLETED BY:	
Name:	A.S.GROENEWALD
Designation:	CFO
Telephone number:	023-5511019
Cell number:	832838220
Your reference number:	
Who to contact in your absence:	L GOUWS