

Appendix A

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

RETURN FOR 2009/10

MUNICIPALITY	DC3 Overberg	PROVINCE	WC WESTERN CAPE
WEB ADDRESS	www.odm.org.za	GRADE 1	3
E-MAIL ADDRESS	omackenzie@odm.org.za		

A. GENERAL INFORMATION

Postal address:		Deputy Mayor/Executive Mayor:	
P.O. Box	Private Bag X22	Name	Mr Percival Jones
City / Town	Bredasdorp	Telephone number	028 425 1157
Postal Code	7280	Cell number	
Street address		Fax number	028 425 1014
Building	Overberg District Municipality	E-mail address	jones@odm.org.za
Street No. & Name	26 Long Street	Municipal Manager:	
City / Town	Bredasdorp	Name	Mr GW Hermanus (acting)
Postal Code	7280	Telephone number	028 425 1157
General Contacts		Cell number	083 455 6223
Telephone number	028 425 1157	Fax number	028 425 1014
Fax number	028 425 1014	E-mail address	gwhermanus@odm.org.za
Speaker:		Financial Manager	
Name	Mr John October	Name	Mr O Mackenzie
Telephone number	028 425 1157	Telephone number	028 425 1157
Cell number		Cell number	072 791 5802
Fax number	028 425 1014	Fax number	028 425 1014
E-mail address	jOctober@odm.org.za	E-mail address	omackenzie@odm.org.za
Mayor/Executive Mayor:			
Name	Ms Maurencia Gillion		
Telephone number	028 425 1157		
Cell number	082 777 7282		
Fax number	028 425 1014		
E-mail address	mayor@odm.org.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	1,500,000	1,500,000	1,500,000	0.00%		
3	Roads, pavements, bridges & stormwater				0.00%		
4	Water reservoirs & reticulation				0.00%		
5	Car parks, bus terminals & taxi ranks				0.00%		
6	Electricity reticulation				0.00%		
7	Sewerage purification & reticulation				0.00%		
8	Housing				0.00%		
9	Street lighting				0.00%		
10	Refuse sites				0.00%	4,000,000	3,000,000
11	Gas				0.00%		
12	Other				0.00%		
13	Sub-total (lines 2-12)	1,500,000	1,500,000	1,500,000	0.00%	4,000,000	3,000,000
14	COMMUNITY						
15	Establishment of parks & gardens				0.00%		
16	Sport fields				0.00%		
17	Community halls				0.00%		
18	Libraries				0.00%		
19	Recreation facilities	325,000	325,000	345,000	6.15%	1,945,000	2,540,000
20	Clinics				0.00%		
21	Museums & art galleries				0.00%		
22	Other				0.00%		
23	Sub-total (lines 15-22)	325,000	325,000	345,000	6.15%	1,945,000	2,540,000

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	350,000	350,000		-100.00%	
26	Plant & equipment				0.00%	
27	Office equipment	679,000	679,000	325,000	-52.14%	670,000
28	Abattoirs				0.00%	
29	Markets				0.00%	
30	Airports				0.00%	
31	Security Measures			200,000	0.00%	
32	Other	140,000	140,000	210,000	50.00%	
33	Sub-total (Lines 25-32)	1,169,000	1,169,000	735,000	-37.13%	670,000
34	SPECIALISED VEHICLES					
35	Refuse				0.00%	
36	Fire			170,000	0.00%	1,100,000
37	Conservancy				0.00%	
38	Ambulances				0.00%	
39	Buses				0.00%	
40	Sub-total (Lines 35-39)	0	0	170,000	0.00%	1,100,000
41	TOTAL (13+23+33+40)	2,994,000	2,994,000	2,750,000	-8.15%	7,715,000

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				0.00%		
45	b) Carry over from previous years				0.00%		
46	Sub-total (Lines 44-45)	0	0	0	0.00%	0	0
47	Grants and subsidies from Provincial Government:						
48	a) Allocated 2009/10				0.00%		
49	b) Carry over from previous years				0.00%		
50	Sub-total (Lines 48-49)	0	0	0	0.00%	0	0
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)	0	0	0	0.00%	0	0
56	External Loans	1,500,000	1,500,000		-100.00%	4,000,000	3,000,000
57	Internal Advances				0.00%	3,715,000	4,140,000
58	Contribution from revenue ¹²	1,494,000	1,494,000	2,750,000	84.07%		
59	Public contributions/donations				0.00%		
60	Other Ad Hoc Financing Sources				0.00%		
61	Other				0.00%		
62	TOTAL (Lines 55-61)	2,994,000	2,994,000	2,750,000	-8.15%	7,715,000	7,140,000

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	38,850,869	38,850,860	47,552,225	22.40%	52,288,041	57,516,846
<i>General expenditure -</i>						
Electricity bulk purchases				0.00%		
Water bulk purchases				0.00%		
Sewer payments				0.00%		
Contributions to municipalities for functions & services				0.00%		
Other	38,039,928	37,742,092	37,730,390	-0.81%	41,610,482	45,726,918
Repairs and maintenance	21,386,115	21,311,865	16,326,410	-23.66%	17,958,901	19,754,391
<i>Capital charges -</i>						
External interest	2,017,710	2,017,710	1,943,500	-3.68%	2,137,850	2,351,635
Redemption of external debt	591,040	591,040	1,163,500	96.86%	1,279,850	1,407,835
Internal interest and redemption				0.00%		
Contributions to fixed assets	500,000	500,000	2,750,000	450.00%	3,365,000	3,740,000
Contributions to special funds				0.00%		
Provisions for working capital				0.00%		
<i>Total Gross budgeted expenditure</i>	101,385,662	101,013,567	107,466,025	6.00%	118,640,124	130,497,625
Less amounts reallocated	4,426,920	4,952,944	5,302,169	19.77%	5,832,386	6,415,625
TOTAL: Net budgeted expenditure	96,958,742	96,060,623	102,163,856	5.37%	112,807,738	124,082,000

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	240,830	240,830	45,500	-81.11%	50,050	55,055
Property rates				0.00%		
Electricity				0.00%		
Water				0.00%		
Sanitation				0.00%		
Refuse removal				0.00%		
Contributions by municipalities for functions & services				0.00%		
Grants ¹⁷	75,049,980	75,049,980	74,321,700	-0.97%	80,333,570	86,326,527
<i>Interest and investment income:</i>						
External	2,558,300	2,558,300	1,987,500	-22.31%	2,186,250	2,404,875
Internal				0.00%		
Other	19,192,575	19,049,575	25,858,089	34.73%	30,378,600	35,411,461
Surplus funds appropriated				0.00%		
TOTAL	97,041,685	96,898,685	102,212,789	5.33%	112,948,470	124,197,918
Surplus/(Deficit)	82,943	838,062	48,933	-41.00%	140,732	115,918

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	0	0	0	0.00%	0	0
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	0	0	0	0.00%	0	0

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						0
Electricity						0
Water						0
Sewerage/Sanitation						0
Refuse removal						0
Health services						0
Housing services						0
Other						0
TOTAL	0	0	0	0	0	0

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
			²³			
Rates and services charges:						
- Property rates				0.00%		
- Electricity: Basic levy				0.00%		
Consumption				0.00%		
- Water: Basic levy				0.00%		
Consumption				0.00%		
Sanitation				0.00%		
Refuse removal				0.00%		
Other				0.00%		
VAT on Services	0.00	0.00	0.00	0.00%	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00%	0.00	0.00

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
			²⁵			
Rates and services charges						
- Property rates				0.00%		
- Electricity: Basic levy				0.00%		
Consumption				0.00%		
- Water: Basic levy				0.00%		
Consumption				0.00%		
Sanitation				0.00%		
Refuse removal				0.00%		
Other				0.00%		
VAT on Services	0.00	0.00	0.00	0.00%	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00%	0.00	0.00

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	16,000,000	5,000,000	12,000,000	140.00%	7,000,000	5,000,000
Deficit				0.00%		
Working capital:						
Provision for bad debts to be written off	650,000	250,000	340,000	36.00%	110,000	90,000
Provision for working capital				0.00%		
Accumulated provision for working capital				0.00%		
Debtors outstanding:						
Longer than 90 days	4,278,104	176,942	150,000	-15.23%	130,000	110,000
61 to 90 days	73,088	122,592	120,000	-2.11%	110,000	90,000
31 to 60 Days	56,251	98,558	30,000	-69.56%	20,000	15,000
30 days or less	2,075,423	831,791	550,000	-33.88%	350,000	300,000
TOTAL DEBTORS OUTSTANDING	6,482,866	1,229,883	850,000	-30.89%	610,000	515,000
Creditors outstanding:						
Longer than 90 days				0.00%		
61 to 90 days				0.00%		
31 to 60 Days				0.00%		
30 days or less	16,000,000	12,000,000	3,000,000	-75.00%	2,700,000	2,500,000
TOTAL CREDITORS OUTSTANDING	16,000,000	12,000,000	3,000,000	-75.00%	2,700,000	2,500,000

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	12,000,000	5,000,000	8,000,000	60.00%	7,000,000	6,500,000
Call Deposits				0.00%		
Other				0.00%		
Listed:						
Other Municipal Stock				0.00%		
Other				0.00%		
TOTAL EXTERNAL INVESTMENTS	12,000,000	5,000,000	8,000,000	60.00%	7,000,000	6,500,000

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	470,400	470,400	531,552	13.00%	600,655	678,740
Travel expenses/allowances	136,970	136,970	137,372	0.29%	155,230	175,410
Entertainment				0.00%		
Other	236,564	236,564	261,893	10.71%	295,940	337,370
TOTAL	843934	843934	930817	10.29%	1,051,825	1,191,520
Senior Managers						
Number	2	2	2		2	2
Salary ²⁷	768,000	768,000	954,624	24.30%	1,078,725	1,218,960
Travel expenses/allowances ²⁷	309,520	309,520	317,273	2.50%	358,518	405,125
Entertainment ²⁷				0.00%		
Other ²⁷	220,624	220,624	481,680	118.33%	544,300	615,060
TOTAL	1,298,144	1,298,144	1,753,577	35.08%	1,981,543	2,239,145

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	311,219					15,984	103,739
Part-Time								
Executive Mayor / Mayor								
Full-time	1	329,115	49,367	10,543			15,984	129,674
Part-Time								
Deputy Executive Mayor / Mayor								
Full-time	1	293,939		17,280			15,984	103,739
Part-Time								
Member of the Executive /Mayoral Committee	3	598,910	36,203	14,206			28,000	216,437
Chairperson of a sub-council								
Councillors determined in terms of section 20 of Act 117 of 98	5	536,001	12,968	34,560			49,860	194,510
Councillors designated as fulltime in terms of section 18(4) of Act 117 of 98								
Councillors proportionally elected	9	196,356						2,476
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		
G.8	Source of Definition of Poor Household		
		2009/10	2010/11
		2011/12	
G.1	Total number of people in municipal area		
G.2	Total number of poor people in municipal area		
G.3	Total number of households in municipal area		
G.4	Total number of poor households in municipal area		

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)						
	FBS provided for water	0	0	0	0	0	0
	FBS provided for sanitation	0	0	0	0	0	0
	FBS provided for Electricity / Energy	0	0	0	0	0	0
	FBS provided for Refuse	0	0	0	0	0	0
G.6	Other FBS provided (any other FBS not included above)						
	Total FBS provided in municipal area (total social package)	0	0	0	0	0	0
	Total cost per HH per annum for all FBS		0		0		0

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		
W.2	Monthly unit used for definition of free basic service		
W.3	Free monthly units (enter a number corresponding to the unit above)		
	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)		
W.5	Application by customer (usually related to poverty measurement)		
W.6	Free basic to all households, increase rates for higher usage)		
W.7	Geographic targeting (e.g. poor areas)		
W.8	No. of households with piped water inside dwelling		
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)	0	0

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)					
	FBS provided by another Municipality	0	0	0	0	0
	FBS provided by public entities and private institutions	0	0	0	0	0
	Total FBS benefits in Municipal area	0	0	0	0	0
	Cost per HH per annum		0		0	

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		
S.2	How is sanitation generally billed to the consumer (separate tariff of part of another)		
S.3	How is Free Basic Service for Sanitation Provided		
	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)		
S.5	Application by customer (usually related to poverty measurement)		
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)		
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		
	0	0	0
	Total No. of households (agrees to total No. of households in municipal area - G.3)		

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)					
	0	0	0	0	0	0
	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					
	0	0	0	0	0	0
	Cost per HH per annum					
		0		0		0

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								
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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
E.2	Free monthly units for electricity (enter a number corresponding to the unit above)
	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)
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
E.8	Gas
E.9	Paraffin
E.10	Candle
E.11	Solar
E.12	Other

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)					
	0	0	0	0	0	0
	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					
	0	0	0	0	0	0
	Cost per HH per annum					
		0		0		0

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)		
R.2	How is Free Basic Service for refuse Provided		
	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)		
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		
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)		
	0	0	0

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)					
	0	0	0	0	0	0
	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					
	0	0	0	0	0	0
	Cost per HH per annum					
		0		0		0

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)	
Is a municipal valuer appointed? (Y/N)	
Number of assistant valuers used (Full Time Equivalents - FTE - expressed as a fraction)	
Number of data collectors used (FTE)	
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)	
How long will it take to implement a new valuation role? (select one)	
Is the residential rate used to determine rate for other categories? (Y/N)	

Summary for All Property Categories	
Total number of properties	0
Total Value used for rating 2008/10 (Rand)	0
Total Land Value 2008/10 (Rand)	0
Total Value of Improvements 2008/10 (Rand)	0
Total Market Value 2008/10 (Rand)	0
Total Rate Revenue Budget 2008/10 (Rand)	0
Total Rate Revenue Expected to Collect 2008/10 (Rand)	0
Expected Collection Rate 2008/10 (%)	0.00%
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					2009/10 Budget Return					2009/10 Budget Return	
	Residential	Vacant Land	Business & Commercial	Industrial	Public benefit organizations (i.e. Private schools, churches)	State-owned	Communal land/State trust land	Public service infrastructure	Agricultural	Mining Properties	Other	
Do you currently levy property rates on this category? (Y/N)												
Total number of properties for category												
Are all properties currently valued? (Y/N)												
Estimated number of properties not valued. (insert if N to above)												
Number of Appeals in 2008/09												
Number of supplemental assessments												
Number of Appeals finalised in 2008/09												
Fees above last valuation (select one)												
Frequency of revision (select one)												
Method of valuation used for category (select one)												
Scale of valuation (select one)												
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)												
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)												
Other than the flat rate (above) is the balance rates 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)												
Total Value used for rating 2008/10 (Rand)												
Total Land Value 2008/10 (Rand)												
Total Value of Improvements 2008/10 (Rand)												
Total Market Value 2008/10 (Rand)												
Exemptions/reductions/rebates (based on)												
Budgeted Income forgone 2008/10 through exemptions/reductions/rebates (Rand)												
Total Rate Revenue Budget 2008/10 (Rand)												
Total Rate Revenue Expected to Collect 2008/10 (Rand)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Expected Collection Rate 2008/10 (%)												
Total Rate Revenue Budget 2008/09 (Rand)												
Total Rate Revenue Expected to Collect 2008/09 (Rand)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Expected Collection Rate 2008/09 (%)												

M. COMPLETED BY:	
Name:	OLVAN MACKENZIE
Designation:	ACTING CHIEF FINANCIAL OFFICER
Telephone number:	028 425 1157
Cell number:	
Your reference number:	6/1/1/2/12
Who to contact in your absence:	LYNNE BASTIAN