

## **Appendix A**

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

**RETURN FOR 2009/10**

<b>MUNICIPALITY</b>	<b>WC052 Prince Albert</b>	<b>PROVINCE</b>	<b>WC WESTERN CAPE</b>
<b>WEB ADDRESS</b>		<b>GRADE 1</b>	<b>2</b>
<b>E-MAIL ADDRESS</b>	<b>pamun@ananzi.co.za</b>		

**A. GENERAL INFORMATION**

<b>Postal address:</b>		<b>Deputy Mayor/Executive Mayor:</b>	
P.O. Box	P/Bag X53	Name	Mr A Pienaar
City / Town	Prince Albert	Telephone number	0
Postal Code	6930	Cell number	083-4211 870
<b>Street address</b>		Fax number	023-5411 321
Building	Municipal Offices	E-mail address	pamun@xsinet.co.za
Street No. & Name	23 Church Street	<b>Municipal Manager:</b>	
City / Town	Prince Albert	Name	Mr D J Rossouw (Acting)
Postal Code	6930	Telephone number	0235411320
<b>General Contacts</b>		Cell number	0834485408
Telephone number	023 5411 036	Fax number	0235411321
Fax number	023 5411 035	E-mail address	pamun@xsinet.co.za
<b>Speaker:</b>		<b>Financial Manager</b>	
Name	Mr A Botes	Name	Mr JJ VAN DER WESTHUIZEN
Telephone number	-	Telephone number	023-5411 036
Cell number		Cell number	842,068,805
Fax number	023-5411 321	Fax number	023-5411 035
E-mail address	pamun@xsinet.co.za	E-mail address	pamun@ananzi.co.za
<b>Mayor/Executive Mayor:</b>			
Name	Ms M Benjamin		
Telephone number	0		
Cell number	076-2038 151		
Fax number	023-5411 321		
E-mail address	pamun@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
<b>EXPENDITURE <sup>2</sup></b>							
1	<b>INFRASTRUCTURE</b>						
2	Land and buildings	250,000	250,000	300,000	20.00%	250,000	0
3	Roads, pavements, bridges & stormwater	470,000	470,000	520,000	10.64%	600,000	800,000
4	Water reservoirs & reticulation	781,000	761,000	5,434,000	595.77%	5,633,000	4,650,000
5	Car parks, bus terminals & taxi ranks	0	0	0	0.00%	0	0
6	Electricity reticulation	214,000	132,000	50,000	-76.64%	50,000	100,000
7	Sewerage purification & reticulation	0	0	0	0.00%	0	0
8	Housing	1,307,000	0	2,339,000	78.96%	3,166,000	3,481,000
9	Street lighting	0	0	0	0.00%	0	0
10	Refuse sites	0	0	0	0.00%	0	0
11	Gas	0	0	0	0.00%	0	0
12	Other	0	0	0	0.00%	0	0
13	<b>Sub-total (lines 2-12)</b>	3,022,000	1,613,000	8,643,000	186.00%	9,699,000	9,031,000
14	<b>COMMUNITY</b>						
15	Establishment of parks & gardens	0	0	0	0.00%	0	0
16	Sport fields	0	0	0	0.00%	0	0
17	Community halls	0	0	0	0.00%	0	0
18	Libraries	260,000	260,000	0	-100.00%	0	0
19	Recreation facilities	0	0	0	0.00%	0	0
20	Clinics	0	0	0	0.00%	0	0
21	Museums & art galleries	0	0	0	0.00%	0	0
22	Other	325,000	310,000	0	-100.00%	0	0
23	<b>Sub-total (lines 15-22)</b>	585,000	570,000	0	-100.00%	0	0

*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	BUDGET 2011/12 R
	<b>EXPENDITURE <sup>6</sup></b>						
24	<b>OTHER ASSETS</b>						
25	Other motor vehicles	0	0	300,000	0.00%	0	0
26	Plant & equipment	24,640	19,040	0	-100.00%	0	0
27	Office equipment	11,280	11,280	50,000	343.26%	0	0
28	Abattoirs	0	0	0	0.00%	0	0
29	Markets	0	0	0	0.00%	0	0
30	Airports	0	0	0	0.00%	0	0
31	Security Measures	0	0	0	0.00%	0	0
32	Other	0	0	0	0.00%	0	0
33	<b>Sub-total (Lines 25-32)</b>	35,920	30,320	350,000	874.39%	0	0
34	<b>SPECIALISED VEHICLES</b>						
35	Refuse	0	0	0	0.00%	0	0
36	Fire	0	0	0	0.00%	0	0
37	Conservancy	0	0	0	0.00%	350,000	500,000
38	Ambulances	0	0	0	0.00%	0	0
39	Buses	0	0	0	0.00%	0	0
40	<b>Sub-total (Lines 35-39)</b>	0	0	0	0.00%	350,000	500,000
41	<b>TOTAL (13+23+33+40)</b>	3,642,920	2,213,320	8,993,000	146.86%	10,049,000	9,531,000

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	<b>SOURCES OF FINANCE: <sup>10</sup></b>						
43	<b>Grants and subsidies from National Government:</b>						
44	a) Allocated 2009/10	695,000	628,000	5,184,000	645.90%	5,333,000	4,350,000
45	b) Carry over from previous years	0	0	0	0.00%	0	0
46	<b>Sub-total (Lines 44-45)</b>	695,000	628,000	5,184,000	645.90%	5,333,000	4,350,000
47	<b>Grants and subsidies from Provincial Government:</b>						
48	a) Allocated 2009/10	1,567,000	260,000	2,339,000	49.27%	3,166,000	3,481,000
49	b) Carry over from previous years	0	0	0	0.00%	0	0
50	<b>Sub-total (Lines 48-49)</b>	1,567,000	260,000	2,339,000	49.27%	3,166,000	3,481,000
51	<b>Grant and subsidies from District Municipalities: <sup>11</sup></b>						
52	a) Allocated 2009/10	0	0	0	0.00%	0	0
53	b) Carry over from previous years	100,000	85,000	0	-100.00%	0	0
54	<b>Sub-total (Lines 52-53)</b>	100,000	85,000	0	-100.00%	0	0
55	<b>TOTAL (46+50+54)</b>	2,362,000	973,000	7,523,000	218.50%	8,499,000	7,831,000
56	External Loans	0	0	0	0.00%	0	0
57	Internal Advances	1,245,000	1,210,000	1,470,000	18.07%	1,550,000	1,700,000
58	Contribution from revenue <sup>12</sup>	35,920	30,320	0	-100.00%	0	0
59	Public contributions/donations	0	0	0	0.00%	0	0
60	Other Ad Hoc Financing Sources	0	0	0	0.00%	0	0
61	Other	0	0	0	0.00%	0	0
62	<b>TOTAL (Lines 55-61)</b>	3,642,920	2,213,320	8,993,000	146.86%	10,049,000	9,531,000

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

<sup>11</sup> Must correspond with allocations to local municipalities in district municipalities' budget.

<sup>12</sup> 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
<b>EXPENDITURE :</b>						
Allocations to local municipalities <sup>15</sup>	0	0	0	0.00%	0	0
Salaries, wages and allowances	5,167,500	5,234,910	7,965,204	54.14%	6,270,560	6,558,290
<i>General expenditure -</i>						
Electricity bulk purchases	2,550,000	2,556,834	4,620,400	81.19%	3,002,268	3,140,370
Water bulk purchases	9,100	6,064	10,700	17.58%	10,220	10,690
Sewer payments	0	0	0	0.00%	0	0
Contributions to municipalities for functions & services	0	0	0	0.00%	0	0
Other	7,103,210	7,020,250	10,749,967	51.34%	8,377,810	8,942,070
Repairs and maintenance	320,650	377,620	633,730	97.64%	359,490	375,630
<i>Capital charges -</i>						
External interest	0	0	0	0.00%	0	0
Redemption of external debt	0	0	0	0.00%	0	0
Internal interest and redemption	515,470	515,470	0	-100.00%	371,160	388,230
Contributions to fixed assets	31,720	10,700	0	-100.00%	34,670	36,260
Contributions to special funds	596,400	596,396	491,030	-17.67%	649,960	680,290
Provisions for working capital	263,620	116,552	909,640	245.06%	1,163,940	2,240,360
<i>Total Gross budgeted expenditure</i>	16,557,670	16,434,796	25,380,671	53.29%	20,240,078	22,372,190
Less amounts reallocated	1,117,000	1,106,610	1,327,600	18.85%	1,270,070	1,328,490
<b>TOTAL: Net budgeted expenditure</b>	15,440,670	15,328,186	24,053,071	55.78%	18,970,008	21,043,700

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
<b>INCOME :</b>		16				
Regional Levies	0	0	0	0.00%	0	0
Property rates	1,311,600	1,215,663	1,778,760	35.62%	1,519,770	1,589,680
Electricity	3,827,510	3,893,808	7,216,630	88.55%	4,014,480	4,199,140
Water	1,218,650	1,270,857	1,643,203	34.84%	1,600,900	1,674,540
Sanitation	937,430	1,021,189	969,210	%	880,520	921,010
Refuse removal	615,350	617,135	728,380	18.37%	602,910	630,640
Contributions by municipalities for functions & services	0	0	0	0.00%	0	0
Grants <sup>17</sup>	4,827,530	4,596,105	9,329,238	93.25%	7,108,910	8,661,890
<i>Interest and investment income:</i>						
External	647,180	663,571	605,000	-6.52%	671,910	702,820
Internal	0	0	49,320	0.00%	0	0
Other	2,127,260	2,250,532	1,809,550	-14.94%	2,592,130	2,711,760
Surplus funds appropriated	0	0	0	0.00%	0	0
<b>TOTAL</b>	<b>15,512,510</b>	<b>15,528,861</b>	<b>24,129,291</b>	<b>55.55%</b>	<b>18,991,530</b>	<b>21,091,480</b>
Surplus/(Deficit)	71,840	200,675	76,220	6.10%	21,522	47,780

16 Actual income and not levied income should be shown.

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

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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%		
<b>Total</b>	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	22	22	5,108,128	12,562,956	7,570,580	-4,992,376
Electricity	1	1	392,935	5,951,605	4,198,550	-1,753,055
Water	6	6	786,875	1,375,505	1,791,073	415,568
Sewerage/Sanitation	7	7	674,419	1,086,389	1,435,500	349,111
Refuse removal	7	7	861,286	1,119,038	808,020	-311,018
Health services	0	0	0			0
Housing services	0	0	0			0
Other	0	0	0	1,235,000	1,235,000	0
<b>TOTAL</b>	43	43	7,823,643	23,330,493	17,038,723	-6,291,771

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 <sup>22</sup>				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
			<sup>23</sup>			
<b>Rates and services charges:</b>						
- Property rates	98.25	98.25	103.16	5.00%	108.32	114.28
- Electricity: Basic levy	117.60	117.60	131.70	11.99%	138.29	145.20
Consumption	260.00	260.00	291.00	11.92%	305.55	320.83
- Water: Basic levy	25.00	25.00	26.25	5.00%	27.56	28.94
Consumption	53.40	53.40	56.00	4.87%	61.60	66.53
Sanitation	133.14	133.14	139.80	5.00%	146.79	154.13
Refuse removal	31.00	31.00	33.00	6.45%	34.65	36.38
Other	0.00	0.00	0.00	0.00%	0.00	0.00
VAT on Services	86.82	86.82	94.89	9.29%	100.02	105.28
<b>TOTAL</b>	<b>805.21</b>	<b>805.21</b>	<b>875.80</b>	<b>8.77%</b>	<b>922.78</b>	<b>971.56</b>

G. MONTHLY ACCOUNT FOR HOUSEHOLD - Small Household <sup>24</sup>				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
			<sup>25</sup>			
<b>Rates and services charges</b>						
- Property rates	3.28	3.28	3.44	5.04%	3.61	3.79
- Electricity: Basic levy	0.00	0.00	0.00	0.00%	0.00	0.00
Consumption	171.43	171.43	192.00	12.00%	211.20	228.10
- Water: Basic levy	25.00	25.00	26.25	5.00%	27.56	28.94
Consumption	39.90	39.90	42.00	5.26%	44.10	46.31
Sanitation	44.30	44.30	46.50	4.97%	48.83	51.27
Refuse removal	31.00	31.00	33.00	6.45%	34.65	36.38
Other	0.00	0.00	0.00	0.00%	0.00	0.00
VAT on Services	43.63	43.63	47.57	9.02%	51.29	54.74
<b>TOTAL</b>	<b>358.53</b>	<b>358.53</b>	<b>390.76</b>	<b>8.99%</b>	<b>421.24</b>	<b>449.52</b>

22 Use as basis 1 000m<sup>2</sup> erf, 150m<sup>2</sup> 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 300m<sup>2</sup> erf, 48m<sup>2</sup> 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 30 JUNE 2007 R	B 30 JUNE 2008 R	C 30 JUNE 2009 R	C/B INCREASE / (DECREASE) %	30 JUNE 2010 R	30 JUNE 2011 R
<b>Cash/Bank Balance:</b>						
Surplus	150,000	0	1,600,000	#####	200,000	200,000
Deficit	0	0	0	0.00%		
<b>Working capital:</b>						
Provision for bad debts to be written off	0		1,500,000	0.00%	0	0
Provision for working capital	0	116,552	1,525,370	1208.75%	1,163,940	2,240,360
Accumulated provision for working capital	1,557,614	1,674,166	1,573,533	-6.01%	3,341,556	5,581,916
<b>Debtors outstanding:</b>						
Longer than 90 days	700,000	996,717	2,476,000	148.42%	950,000	850,000
61 to 90 days	48,000	52,637	158,000	200.17%	60,000	66,000
31 to 60 Days	70,000	63,526	632,000	894.87%	75,000	80,000
30 days or less	68,000	57,865	7,000	-87.90%	80,000	75,000
<b>TOTAL DEBTORS OUTSTANDING</b>	<b>886,000</b>	<b>1,170,746</b>	<b>3,273,000</b>	<b>179.57%</b>	<b>1,165,000</b>	<b>1,071,000</b>
<b>Creditors outstanding:</b>						
Longer than 90 days	0	0	0	0.00%	0	0
61 to 90 days	0	0	0	0.00%	0	0
31 to 60 Days	0	0	0	0.00%	0	0
30 days or less	0	0	0	0.00%	0	0
<b>TOTAL CREDITORS OUTSTANDING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>

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
				%		
<b>Unlisted:</b>						
Municipal stock	0	0	0	0.00%	0	0
Assurance stock	0	0	0	0.00%	0	0
Long Term Deposits	5,000,000	0	5,000,000	0.00%	5,000,000	5,000,000
Short Term Deposits	5,000,000	10,723,677	8,000,000	-25.40%	5,500,000	4,500,000
Call Deposits	1,200,000	8,001,941	5,000,000	-37.52%	3,000,000	3,900,000
Other	0	0	0	0.00%	0	0
<b>Listed:</b>						
Other Municipal Stock				0.00%		
Other				0.00%		
<b>TOTAL EXTERNAL INVESTMENTS</b>	<b>11,200,000</b>	<b>18,725,618</b>	<b>18,000,000</b>	<b>-3.88%</b>	<b>13,500,000</b>	<b>13,400,000</b>

J. REMUNERATION PACKAGES					2009/10 Budget Return	
	A	B	C	C/A		
	BUDGET 2008/09 <sup>26</sup>	EXPECTED 2008/09	BUDGET 2009/10	INCREASE / (DECREASE)	BUDGET 2010/11	BUDGET 2011/12
<b>Municipal Manager</b>						
Salary	273,814	291,504	384,000	40.24%	341,400	361,900
Travel expenses/allowances	130,814	122,256	127,299	-2.69%	128,400	134,800
Entertainment	0	0	0	0.00%	0	0
Other	59,592	59,097	128,701	115.97%	62,100	65,200
<b>TOTAL</b>	464,220	472,857	640,000	37.87%	531,900	561,900
<b>Senior Managers</b>						
Number	2	2	2		2	2
Salary <sup>27</sup>	276,000	278,880	307,200	11.30%	317,800	336,900
Travel expenses/allowances <sup>27</sup>	129,880	128,084	79,870	-38.50%	136,400	143,200
Entertainment <sup>27</sup>	0	0	0	0.00%	0	0
Other <sup>27</sup>	379,031	385,767	124,930	-67.04%	441,300	463,400
<b>TOTAL</b>	784,911	792,731	512,000	-34.77%	895,500	943,500

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

<sup>27</sup> 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
<b>Speaker</b>								
Full-time	1	323,466	0	0	0	0	17,742	107,821
Part-Time			0					
<b>Executive Mayor / Mayor</b>								
Full-time	1	404,350	60,651	19,182	0	0	35,524	134,776
Part-Time								
<b>Deputy Executive Mayor / Mayor</b>								
Full-time								
Part-Time	1	177,905	26,686	19,180	0	0	11,068	59,301
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	121,298	18,195	0	0	0	11,069	40,432
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.

<b>GENERAL</b>			
G.7	Definition of Poor Household	HH earning < R1600/Month	
G.8	Source of Definition of Poor Household	Municipal Survey	
		<b>2009/10</b>	<b>2010/11</b>
		<b>2011/12</b>	
G.1	Total number of people in municipal area	10,800	11,016
G.2	Total number of poor people in municipal area	7,200	7,344
G.3	Total number of households in municipal area	2,915	2,973
G.4	Total number of poor households in municipal area	1,265	1,290

<b>Summary table of FBS Provided in municipal area</b>							
	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)	1,265	149,100	1,290	159,700	1,316	171,100
	FBS provided for water	1,265	145,364	1,290	155,648	1,316	166,725
	FBS provided for sanitation	1,265	672,474	1,290	720,052	1,316	771,293
	FBS provided for Electricity / Energy	1,265	261,276	1,290	293,083	1,316	322,910
	FBS provided for Refuse	1,265	470,580	1,290	503,874	1,316	539,731
G.6	Other FBS provided (any other FBS not included above)						
	Total FBS provided in municipal area (total social package)	6,325	1,698,794	6,450	1,832,358	6,580	1,971,759
	Total cost per HH per annum for all FBS		269		284		300

**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)	Yes	
W.5	Application by customer (usually related to poverty measurement)	Yes	
W.6	Free basic to all households, increase rates for higher usage)	Yes	
W.7	Geographic targeting (e.g. poor areas)	No	
W.8	No. of households with piped water inside dwelling	2,465	2,553
W.9	No. of households with piped water inside yard (but not in dwelling)	450	420
W.10	No. of households using public tap (community stand:distance > 200m from dwelling)	0	0
W.11	No. of households using public tap (community stand:distance < 200m from dwelling)	0	0
W.12	No. of households with other water supply (borehole, spring, rain-water tank etc)	0	0
W.13	No. of households with no water supply	0	0
	Total No. of households (must agree to total No. of households in municipal area -G.3)	2,915	2,973

**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)	1,265	145,364	1,290	155,648	1,316	166,725
	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	1,265	145,364	1,290	155,648	1,316	166,725
	Cost per HH per annum		115		121		127

**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							
	<b>TOTAL</b>		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							
	<b>TOTAL</b>		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)	No	
S.7	Geographic targeting (e.g. poor areas)	No	
S.8	No. of households with flush toilet (connected to sewerage)	2,465	2,553
S.9	No. of households with flush toilet (with septic tank)	450	420
S.10	No. of households with chemical toilet	0	0
S.11	No. of households with pit latrine (ventilated or not)	0	0
S.12	No. of households with bucket latrine	0	0
S.13	No. of households with other toilet provisions	0	0
S.14	No. of households with no toilet provisions		
Total No. of households (agrees to total No. of households in municipal area - G.3)		2,915	2,973

**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)	1,265	672,474	1,290	720,052	1,316	771,293
	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		1,265	672,474	1,290	720,052	1,316	771,293
Cost per HH per annum			532		558		586

**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	No						
S.24	FBS provided by DWAF	No						
S.25	FBS provided by Other	No						
TOTAL			0	0	0	0	0	0

**Sanitation FBS Provided by Private Entity**

(Includes Public Private Partnerships (PPP))

S.26		No						
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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	KWH
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)	No
E.4	Application by customer (usually related to poverty measurement)	Yes
E.5	Free basic to all households, increase rates for higher usage)	Yes
E.6	Geographic targeting (e.g. poor areas)	No
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)	1,265	261,276	1,290	293,083	1,316	322,910
	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	1,265	261,276	1,290	293,083	1,316	322,910
	Cost per HH per annum		207		227		245

**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	Yes						
E.22	FBS provided by Non-Grid Provider	No						
E.23	FBS provided by Other	No						
	TOTAL		0	0	0	0	0	0
E.24	<b>Electricity / Energy FBS Provided by Private Entity</b>							
	(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)			
	No			
R.4	Application by customer (usually related to poverty measurement)			
	Yes			
R.5	Free basic to all households, increase rates for higher usage			
	No			
R.6	Geographic targeting (e.g. poor areas)			
	No			
R.7	No. of households with refuse removed at least once a week	2,915	2,973	3,032
R.8	No. of households with refuse removed less than once a week	0	0	0
R.9	No. of households using communal refuse dump	0	0	0
R.10	No. of households using own refuse dump	0	0	0
R.11	No. of households with other rubbish disposal	0	0	0
R.12	No. of households with no rubbish disposal	0	0	0
	Total No. of households (must agree to total No. of households in municipal area - G.3)	2,915	2,973	3,032

**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)	1,265	470,580	1,290	503,874	1,316	539,731
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	1,265	470,580	1,290	503,874	1,316	539,731
Cost per HH per annum		372		391		410

**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	<b>Refuse FBS Provided by Private Entity</b>	No						
	(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

<b>GENERAL</b>	
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)	0.0
Number of data collectors used (FTE)	0.0
Number of internal valuers used (FTE)	0.0
Number of external valuers used (FTE)	1.0
Number of additional valuers required to implement new system (FTE)	0.0
Is a valuation appeal board established? (Y/N)	No
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)	Yes

<b>Summary for All Property Categories</b>	
Total number of properties	3,158
Total Value used for rating 2009/10 (Rand)	138,740,250
Total Land Value 2009/10 (Rand)	122,286,000
Total Value of Improvements 2009/10 (Rand)	20,355,000
Total Market Value 2009/10 (Rand)	1,300,037,418
Total Rate Revenue Budget 2009/10 (Rand)	1,778,760
Total Rate Revenue Expected to Collect 2009/10 (Rand)	1,777,000
Expecteded Collection Rate 2009/10 (%)	99.90%
Total Rate Revenue Budget 2008/09 (Rand)	1,540,973
Total Rate Revenue Expected to Collect 2008/09 (Rand)	1,517,000
Expected Collection Rate 2008/09 (%)	98.44%

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	Yes	Yes	
Total number of properties for category	1,911	501	53	3	
Are all properties currently valued? (Y/N)	Yes	Yes	Yes	Yes	
Estimated number of properties not valued. (answer if N to above)					
Number of Appeals in 2008/09	0	0	0	0	
Number of supplemental assessments	1	0	0	0	
Number of Appeals finalised in 2008/09	0	0	0	0	
Years since last valuation (select one)	2	1	1	1	
Frequency of valuation (select one)	4	4	4	4	
Method of valuation used for category (select one)	Market Value	Market Value	Market Value	Market Value	
Base of valuation (select one)	Land & Improvements	Land & Improvements	Land & Improvements	Land & Improvements	
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)	No	No	No	No	
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)	No	No	No	No	
Other than the flat rate (above) is the balance rated by uniform rate or variable rate? (select one)	Both	Uniform	Uniform	Uniform	
Most common rate (average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026)	0.250000				
Total Value used for rating 2009/10 (Rand)	0	0	0	0	
Total Land Value 2009/10 (Rand)	0	0	0	0	
Total Value of Improvements 2009/10 (Rand)	0	0	0	0	
Total Market Value 2009/10 (Rand)	403,231,900	80,745,625	54,717,650	0	
Exemptions/reductions/rebates (based on)	Combination	Combination	Combination	Combination	
Budgeted Income forgone 2009/10 through exemptions/reductions/rebates (Rand)	391,030	0	0	0	
Total Rate Revenue Budget 2009/10 (Rand)	1,778,760	0	0	0	
Total Rate Revenue Expected to Collect 2009/10 (Rand)	1,680,000	0	0	0	
Expected Collection Rate 2009/10 (%)	94.45%	0.00%	0.00%	0.00%	
Total Rate Revenue Budget 2008/09 (Rand)	1,379,167	0	0	0	
Total Rate Revenue Expected to Collect 2008/09 (Rand)	1,372,000	0	0	0	
Expected Collection Rate 2008/09 (%)	99.48%	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)	No	Yes	No	Yes	
Total number of properties for category	13	36	0	65	
Are all properties currently valued? (Y/N)	Yes	Yes	No	Yes	
Estimated number of properties not valued. (answer if N to above)			0		
Number of Appeals in 2008/09	0	0	0	0	
Number of supplemental assessments	0	0	0	0	
Number of Appeals finalised in 2008/09	0	0	0	0	
Years since last valuation (select one)	1	1	1	1	
Frequency of valuation (select one)	4	4	4	4	
Method of valuation used for category (select one)	Market Value	Market Value	Market Value	Market Value	
Base of valuation (select one)	Land & Improvements	Land & Improvements	Land & Improvements	Land & Improvements	
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)	No	No	No	No	
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)	No	No	No	No	
Other than the flat rate (above) is the balance rated by uniform rate or variable rate? (select one)	Uniform	Uniform	Uniform	Uniform	
Most common rate (average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026)					
Total Value used for rating 2009/10 (Rand)	0	0	0	0	
Total Land Value 2009/10 (Rand)	0	0	0	0	
Total Value of Improvements 2009/10 (Rand)	0	0	0	0	
Total Market Value 2009/10 (Rand)	13,356,050	27,534,515	0	0	
Exemptions/reductions/rebates (based on)	Combination	Combination	Combination	Combination	
Budgeted Income forgone 2009/10 through exemptions/reductions/rebates (Rand)	0	0	0	0	
Total Rate Revenue Budget 2009/10 (Rand)	0	0	0	0	
Total Rate Revenue Expected to Collect 2009/10 (Rand)	0	0	0	0	
Expecteded Collection Rate 2009/10 (%)	0.00%	0.00%	0.00%	0.00%	
Total Rate Revenue Budget 2008/09 (Rand)	0	0	0	0	
Total Rate Revenue Expected to Collect 2008/09 (Rand)	0	0	0	0	
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	No	No	
Total number of properties for category	576	0	0	
Are all properties currently valued? (Y/N)	Yes	No	No	
Estimated number of properties not valued. (answer if N to above)		0	0	
Number of Appeals in 2008/09	16	0	0	
Number of supplemental assessments	0	0	0	
Number of Appeals finalised in 2008/09	16	0	0	
Years since last valuation (select one)	1	1	1	
Frequency of valuation (select one)	4	4	4	
Method of valuation used for category (select one)	Market Value	Market Value	Market Value	
Base of valuation (select one)	Land & Improvements	Land & Improvements	Land & Improvements	
Do you use a combination of rating types - uniform, variable, flat, other? (Y/N)	No	No	No	
Do you use a flat rate as part of your indigent policy to target lower valued properties? (Y/N)	No	No	No	
Other than the flat rate (above) is the balance rated by uniform rate or variable rate? (select one)	Uniform	Uniform	Uniform	
Most common rate (average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026)	0.128000			
Total Value used for rating 2009/10 (Rand)	137,802,700	0	0	
Total Land Value 2009/10 (Rand)	121,276,700	0	0	
Total Value of Improvements 2009/10 (Rand)	16,526,000	0	0	
Total Market Value 2009/10 (Rand)	640,455,450	0	79,996,228	
Exemptions/reductions/rebates (based on)	Combination	Combination	Combination	
Budgeted Income forgone 2009/10 through exemptions/reductions/rebates (Rand)	149,188	0	0	
Total Rate Revenue Budget 2009/10 (Rand)	161,806	0	0	
Total Rate Revenue Expected to Collect 2009/10 (Rand)	150,000	0	0	
Expected Collection Rate 2009/10 (%)	92.70%	0.00%	0.00%	
Total Rate Revenue Budget 2008/09 (Rand)	161,806	0	0	
Total Rate Revenue Expected to Collect 2008/09 (Rand)	145,000	0	0	
Expected Collection Rate 2008/09 (%)	89.61%	0.00%	0.00%	

<b>M. COMPLETED BY:</b>	
<b>Name:</b>	MR JJ VAN DER WESTHUIZEN
<b>Designation:</b>	CHIEF FINANCIAL OFFICER
<b>Telephone number:</b>	023-5411 036
<b>Cell number:</b>	842,068,805
<b>Your reference number:</b>	0
<b>Who to contact in your absence:</b>	JJ VAN DER WESTHUIZEN