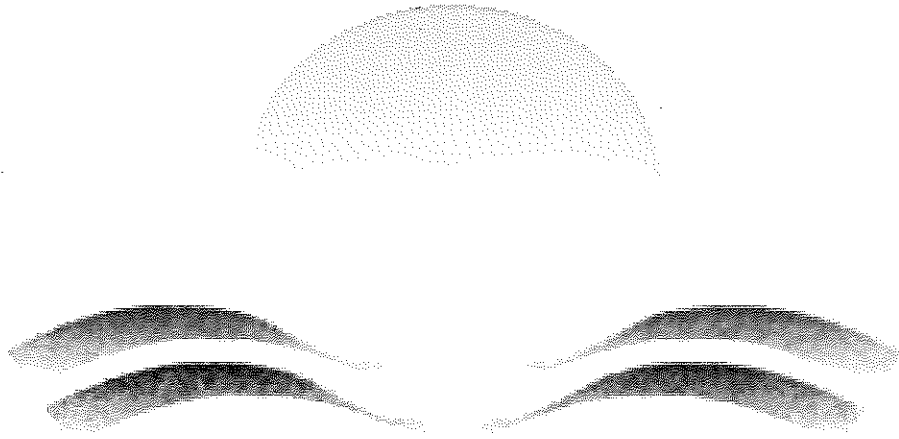




Ugu District Municipality

FINAL BUDGET 2020/2021

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Vision

By 2035 Ugu District Municipality will provide adequate access to basic services in an efficient and sustainable manner, enhancing the quality of its citizens in an inclusive progressive economy.

Mission

To ensure all our communities have access to quality drinking water, decent sanitation, sustainable economic opportunities underpinned by the active participation of our citizens in exemplary government.

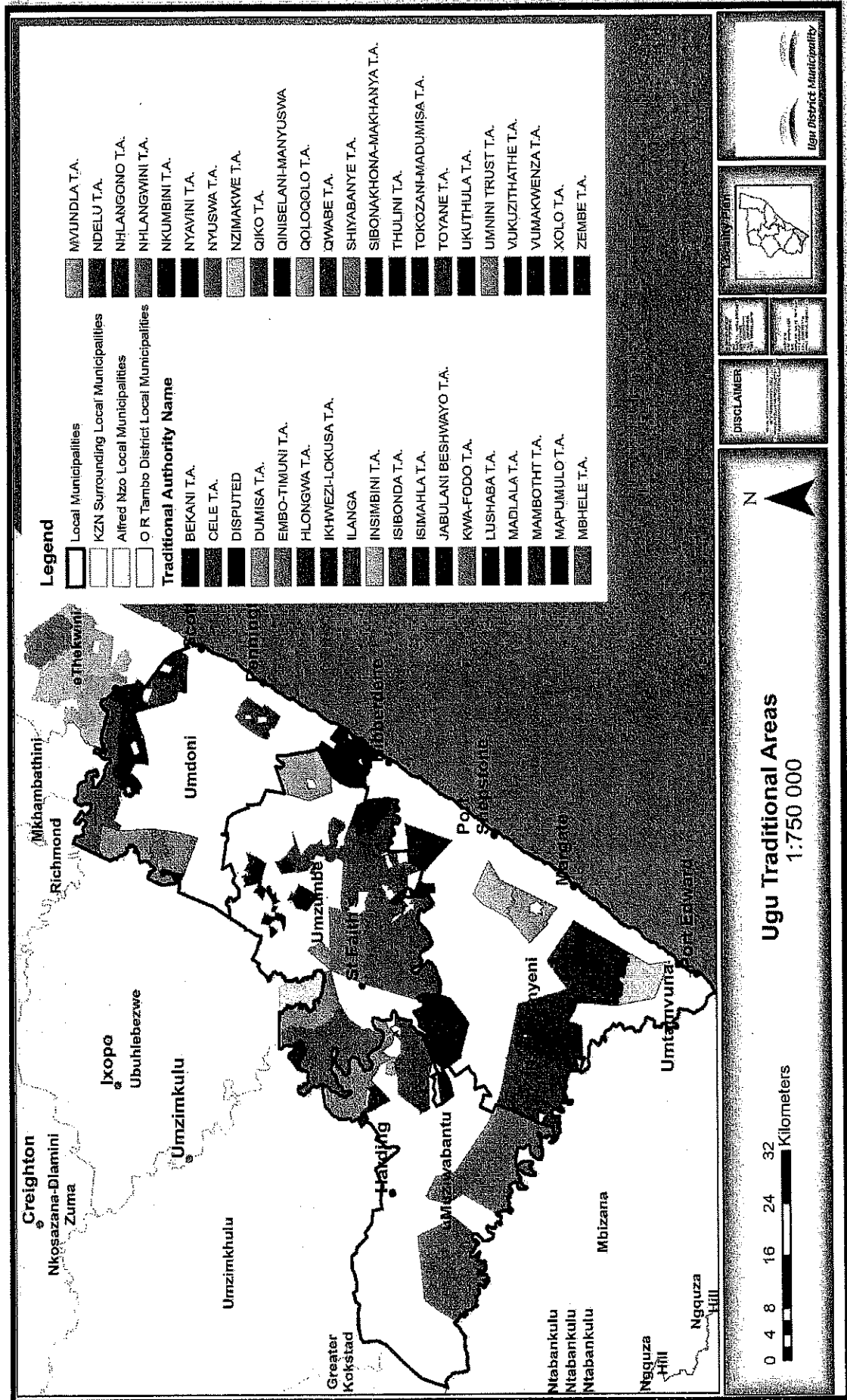
Umbono

Ngonyaka wezi-2035, uMasipala Wesifunda uGu uyobe sowuhlinzeka ngezidingongqangi ezanele ngendlela ehlelekile nenozinzo, ethuthukisa izinga lezakhamuzi zawo emonothweni odidiyele onozinzo.

Impokophelo

Ukuqinisekisa ukuthi yonke imiphakathi ithola amanzi ahlanzekile okuphuza, izindlu zangasese ezihloniphekile, amathuba ezomnotho asimeme asekelwe ukubandakanyeka kwezakhamuzi zethu ngendlela efanele kuhulumeni oyisibonelo.

EXECUTIVE SUMMARY



Map 1.1.2: Ugu District Traditional Authorities

Source: Ugu District GIS, 2018

BACKGROUND

In compliance with the Local Government Municipal Systems Act, 32 of 2000, the Ugu District Council adopted a five-year Integrated Development Plan in June 2018. This plan is meant to provide a basis for both public and private sector investment in the district and is reviewed on an annual basis.

1.1 Who Are We?

Ugu District Municipality is a category C municipality which is a municipality that has municipal executive and legislative authority in an area that includes more than one municipality. It is 4 908 km² in extent and boasts a spectacular coastline of 112 kilometres, which forms its Eastern border. The region is bordered on the North by the eThekweni, in the West by Umgungundlovu and Harry Gwala District municipalities and on the Southern side shares its borders with the Eastern Cape Province. The municipality consists of 85 municipal wards, which culminate into four local municipalities, namely Ray Nkonyeni, Umuziwabantu, Umzumbe and Umdoni. Ugu District municipality has forty (40) traditional council areas within its jurisdictional area and these are:

Table 1.1.1.1 Key Demographic Information and Service levels

Municipality	Tribal Authority Area
Umdoni	Mbele; Qiko; Zembeni; Izimpethuzendlovu; Emandleni; Ukuthula; AmaNyuswa; Cele; and Malangeni.
Umzumbe	Bhekani; Cele P; Nhlangwini; Mabheleni; KwaBombo; Nyavini; Ndelu; Hlongwa; Thulini; Qwabe N; Cele K; Dungeni; Emadungeni; Qoloqolo; Qwabe P; and Hlubi.
Ray Nkonyeni	Qiniselani/Manyuswa; Mavundla/Nkumbini; Cele/Vukuzithathe; Xolo; Nzimakwe; Mavundla; Nsimbini; Lushaba; and Madlala.
Umuziwabantu	Kwa-Fodo; Thokozani/Madumisa; Jabulani/Beshwayo; Mbotho; Jali/Nhlangano; and Maci/Isibonda.

Source: Ugu District CoGTA, 2018

The statistics, shows that the Ray Nkonyeni Municipality is the district's economic hub. Ugu District Municipality's main economic sectors are Wholesale, retail trade and Tourism; Finance, insurance, real estate and business services; Community, social and personal services; Manufacturing; Construction; Transport, storage and communication; Agriculture, hunting, forestry and fisheries; and Electricity, gas and water supply; and Mining and quarrying. Commercial agriculture in the district produces one-fifth of all bananas consumed in South Africa, with numerous companies successfully exporting these and other products to some of the most exclusive packers in the United Kingdom. Ugu District is the proud owner of Blue Flag Status beaches, which has marked tourism as a major economic cultivator. The improvement of its infrastructure, education, health, and recreational facilities contributes immensely to its appeal. The nurturing of the local economy highly features tourism and agriculture and includes the district's very own Ugu Jazz Festival. It also includes other renowned annual activities, such as the Africa Bike Week, which has gained momentum worldwide.

1.1.1 Demographics Overview

According to the Stats SA Community Survey 2016, the total population of the Ugu District Municipality area of jurisdiction is 753 336 with a growth rate of 0.042. The district has a relatively young population with the children and youth making up 38.7% of total population. The dominant population group is Africans making up 90% of the total population. Indians; Coloureds and Whites makes up the other 10% of the population. Table 1.1.1.1: shows Key Demographic Information and Service Levels. The sex ratio as per 2011 census is 92 males per 100 females.

Table 1.1.1.1 Key Demographic Information and Service levels

Population		Economic Profile	
Total Population	753 336	Total Number of Households	175 146
Young (0-14)	286 823	Average Household Size	4 (persons / hh)
Working age (15-64)	433 417	Access to Piped Water	125 308
Elderly (65+)	33 097	Access to Electricity	149 224
Area in km ²	4 908	Access to Sanitation	124 354
Population Density per km ²	153.49	Unemployment(official)	29.1
Growth Rates	0.042	Unemployment Rate (Youth)	36,0
Total Fertility Rate	67.5	Main Occupation Sector	Formal sector
Total Mortality Rate	6.0	Indigent Households	25 750
Sex Ratio (male/100 women)	92	Social Grants Recipients	288 728
Dependency Ratio	0.74	Literacy Rate	78

Source: Stats SA Community Survey, 2016

The Ugu District Municipality area of jurisdiction has a total number of 175 146 households with an average size of five persons per household. In terms of access to basic service delivery 67% of the households has access to water; 74% have access to electricity and 91% has access to sanitation.

UGU'S VISION

"To ensure all our communities have access to quality drinking water, decent sanitation, sustainable economic opportunities underpinned by the active participation of our citizens in exemplary government"

UGU'S MISSION

"By 2035 Ugu District Municipality will provide adequate access to basic services in an efficient and sustainable manner, enhancing the quality of its citizens in an inclusive progressive economy."

UGU DISTRICT MUNICIPALITY'S DEVELOPMENT PRIORITIES

1. Infrastructure investment
2. Economic and Sector Development
3. Financial Viability
4. Education and Skills development
5. Institutional integration and coordination
6. Centralised planning
7. Reduce HIV & AIDS
8. Clean environment
9. Peace and stability.

ORGANISATIONAL STRATEGIC OBJECTIVES

1. To increase access to adequate basic services
2. To ensure access to free basic water
3. To increase infrastructure capacity
4. To reduce water loss
5. To replace and maintain ageing infrastructure
6. To ensure compliance with access to quality drinking water standards
7. To ensure compliance with decent sanitation standards
8. To reduce illegal connections
9. To optimise the workforce potential
10. To improve skills and capacity of work force
11. To optimise systems and operations
12. To reduce illegal connections
13. To optimise the workforce potential
14. To improve skills and capacity of work force
15. To optimise systems and operations
16. To reduce illegal connections
17. To optimise the workforce potential
18. To improve skills and capacity of work force
19. To optimise systems and operations
20. To increase performance, monitoring and evaluation
21. To strengthen Governance and
22. Leadership
23. To promote clean and social government
24. To strengthen communication and stakeholder relations
25. To promote Sectoral development
26. To increase investment and development opportunities
27. To optimise tourism marketing and Development
28. To promote Special Vulnerable focus group development
29. To optimise expenditure
30. To strengthen budgeting and reporting

31. To ensure full compliance with MFMA
32. To improve revenue collection
33. To optimise debt management

NATIONAL OUTCOMES

In January 2010, Cabinet adopted the 12 outcomes within which to frame public-service delivery priorities and targets. The following table is a summary of outcomes/priorities which were considered in the compilation of the 2019/2020 Annual Budget.

NATIONAL OUTCOME/OUTPUT	ROLE OF LOCAL GOVERNMENT
1. Improve the quality of basic education	- Facilitate the eradication of municipal service backlogs in schools by extending appropriate bulk infrastructure and installing connections.
2. Improve Health and life expectancy	- Improve community health by providing clean water and sanitation. - TB and HIV and AIDS awareness, prevention and treatment programmes.
3. All people in South Africa protected and feel safe	- Improving collaborations with the SAPS and ensuring rapid response to crime. - Reduce level of crime in the municipality.
4. Decent employment through inclusive economic growth	- Ensure proper implementation of the EPWP. - Design service level processes to be labour-intensive. - Eliminate corruption in procurement processes to ensure value for money
5. A skilled and capable workforce to support inclusive growth	- Develop and extend intern and work experience programmes. - Link procurement to skills development initiatives.
6. An efficient, competitive and responsive economic infrastructure network	- Ring-fence water and electricity functions so as to facilitate cost-reflecting pricing of these services. - Maintain and expand water purification and waste water treatment works in line with growing demand.
7. Vibrant, equitable and sustainable rural communities and food security	- Facilitate the development of local markets for agricultural produce. - Ensure effective spending of grants for funding extensions of access to basic services. - Improve transport links with urban centres to ensure economic integration.
8. Sustainable human settlements and improved quality of household life	- Ensure capital budgets are appropriately prioritised to maintain existing services and extend services.
9. A response and accountable, effective and efficient local government system	- Ensure ward committees are representative and fully involved in community consultation processes around IDP, Budget and other strategic service delivery issues. - Improve municipal financial administrative capacity by implementing competency norms and standards and acting against incompetence and corruption.
10. Protection and enhancement of environmental assets and natural resources	- Develop and implement water management plans to reduce water losses. - Ensure effective maintenance and rehabilitation of infrastructure. - Run water saving awareness campaigns - Ensure development does not take place on wetlands.
11. A better South Africa, a better and safer Africa and World	- Create an enabling environment for investment. - Ensure basic infrastructure is in place and properly maintained.
12. A development-orientated public service and inclusive citizenship	- Continue to develop performance monitoring and management systems. - Comply with legal financial reporting requirements.

	- Review municipal expenditure to eliminate wastage. - Ensure councils behave in ways to restore community trust in local government.
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STATE OF THE PROVINCE ADDRESS

The State of the Province Address delivered by the Premier of KwaZulu-Natal Mr. S. Zikalala was premised on the theme "We are ready to handover, towards even a better and faster growth and development of our Province and its people.". The Premier of KwaZulu-Natal Mr. S. Zikalala reiterated the Province's commitment to the realisation of the Country's as well as the Province's visions. The provincial vision is to be realised through continued implementation of the seven provincial strategic goals as outlined in the PGDS. The following eight (8) provincial priorities were highlighted in the 2020 SOPA:

- ☐ Build an inclusive Economy that creates decent jobs
- ☐ Transformation of rural areas
- ☐ Ensure decent living conditions and sustainable human settlement
- ☐ Improve and expand education and training
- ☐ Ensure quality health care for all
- ☐ Expand comprehensive social security
- ☐ Fight crime and corruption
- ☐ Build a united nation and promote social cohesion

In drafting the 2020/2021 Budget, Council continues to support job creation by:

1. Ensuring that service delivery and capital projects are labour intensive;
2. Ensuring that service providers use labour intensive approaches;
3. Supporting labour intensive LED projects;
4. Participating fully in the EPWP; and
5. Implementing intern programmes to provide young people with on-the-job training.

NATIONAL DEVELOPMENT PLAN: 2030

The National Development Plan aims to eliminate poverty and reduce inequality by 2030. South Africa has the potential and capacity to eliminate poverty and reduce inequality over the next two decades. This requires a new approach – one that moves from a passive citizenry receiving services from the State to one that systematically includes the socially and economically excluded, where people are active champions of their own development, and where government works effectively to develop people's capabilities to lead the lives they desire. The achievement of this vision is based on the following priorities:

- I. Creating jobs and livelihoods,
- II. Expanding infrastructure,

- III. Transitioning to a low-carbon economy,
- IV. Transforming urban and rural spaces,
- V. Improving education and training,
- VI. Providing quality health care,
- VII. Building a capable state,
- VIII. Fighting corruption and enhancing accountability,
- IX. Transforming society and uniting the nation,

The municipality has compiled its budget and programmes towards contributing to these priorities.

OVERVIEW OF THE 2020/2021 ANNUAL BUDGET PROCESS

The 2020/2021 Annual Budget preparation process can be illustrated as below:-

August 2019 - Adoption of Framework Plan and Process Plan by Council and submission to COGTA, National and Provincial Treasury.

September 2019 - Assessment of IDP Implementation Plan

October 2019 - Conduct financial sustainability strategy with revenue enhancement focus.

November 2019 - Conduct Community needs Consultation to develop KPIs for 2019 PMS.

December 2019 - Submit 2019/2020 budget framework to all relevant persons (Budget framework to include salary, operational and capital budget related information).

February 2020 - Internal Consultative process with Departments by means of workshops and meetings to assess financial feasibility of proposed projects.

March 2020 - Tabling of 2020/2021 Draft Budget (Ugu and the Entity) in Council for noting.

April – May 2020 – Stakeholder consultation process. Comments, additions, and proposals by stakeholders.

May 2020 - Special Joint Exco and Finance Portfolio Committee meeting to consider stakeholders input on the 2019/2020 draft budget.

May 2020 – Mayor tables the 2020/2021 Draft Budget for final adoption by Council.

ANNUAL REVIEW OF POLICIES

The administration annually reviews all budget related policies during the budget process and these are tabled to Council for Approval with the Annual Budget for that particular financial year.

For the 2020/2021 budget year, the following budget related policies were reviewed:-

1. Budget Policy
2. Virement Policy

3. Funding and Reserves Policy
4. Water Services Policy (Tariff Policy)
5. Credit Control and Debt Collection Policy.
6. Basic Water Services Policy.
7. Indigent Support Policy.
8. Cash Management & Investment Policy.
9. Borrowing Policy
10. Asset Management & Disposal Policy
11. Supply Chain Management Policy

ALIGNMENT OF INTEGRATED DEVELOPMENT PLAN AND BUDGET

Over and above compliance with the MFMA and other legislation, the aim of the Budget is to enable the municipality to achieve its vision and mission through the implementation of all projects and programmes as contained in its Integrated Development Plan. The Integrated Development Plan (IDP) formed basis of the prioritisation of resources as it contains programmes informed by the community needs. All resources have been allocated to priority projects as identified in the IDP.

The alignment of the Integrated Development Plan to the Budget is reflected in the following Schedules:

- Reconciliation of IDP Strategic objectives and Budget (Revenue) – Table SA4
- Reconciliation of IDP Strategic objectives and Budget (Operating Expenditure) – Table SA5
- Reconciliation of IDP Strategic objectives and Budget (Capital Expenditure) – Table SA6

BUDGET ASSUMPTIONS

COST REFLECTIVE TARIFFS

The National Treasury has consistently advised Municipalities over an extended period, through its annual MFMA Budget Circulars, to introduce tariffs that are cost reflective and doing so consider the following:

- The transition to cost-reflective tariff structures should be preceded by the full interrogation of the input costs. Municipalities must ensure that input costs (both direct and indirect) are relevant to the service provided and are as efficient as possible;
- Municipalities must strive to ensure that a balance between cost recovery and affordability is maintained. Setting tariffs that exceed household affordability thresholds will have an effect on the ability of households to pay for municipal services and consequently impact negatively on the projected revenue collections of the municipality; and
- Municipalities are also advised to factor in economic considerations such as water scarcity to ensure that the economic value of water is reflected in the tariff structure. Municipalities must take note of changing rainfall patterns, climate change and water scarcity in South Africa.

OPERATING REVENUE

For the 2020/21 Budget 8% increase is proposed following the 18% increase that was adopted in 2019/20 and that we were coming from 5.3% in 2018/19, for water and sanitation charges.

1. Service charges for water
2. Service charges for sanitation
3. Grants and subsidies
4. Other income

5. Free and Subsidized Services
6. Interest on overdue accounts

1. SERVICE CHARGES FOR WATER AND SANITATION:

The cost of water and sanitation is determined by three factors:

1. The cost of bulk water
2. The capital cost of infrastructure, and
3. The cost of operating and maintaining the infrastructure

The revenues are further affected by the following:

1. % Increase in electricity costs.
2. % Increase in the cost of bulk water.
3. Realistically anticipated consumption volumes.
4. local economic conditions and affordability level; and
5. the need to ensure sustainability in the provision of services.
6. No increase has been affected on the basic charge for sanitation.
7. The collection rate is based on the average collection trend for the past four years (i.e. 87.0%), however this rate has been applied to the Water revenue only as all collections are paid against the Sanitation debt first, then the remaining cash is paid against the Water debt.
8. The municipality is also anticipating a 100% collection on the grant allocations and other revenues that are collectible in advance.

2. GRANTS AND SUBSIDIES

The municipality will receive operating grants totalling R510,3 million and capital grants totalling R289.3 million from the National and Provincial Equitable distribution of revenues in the 2020/2021 financial year.

3. FREE AND SUBSIDISED SERVICES

Distribution of water is done via more than 48 000 private household connections and over 4 500 communal stand taps which mainly service the inland rural areas. All the households that have access to water receive 6kl a month as free basic water which has necessitated an allocation of R50,639,862 to be made in the 2020/21 Annual Budget to be funded from Equitable Share.

A further R82,806,762 allocation has been made from Equitable Share for water provided through standpipes. A total of 460 beneficiaries were recorded on the Indigent Register as at 29 February 2020 this was a downward move from 5099 recorded as at 31 December 2019 (as per indigent policy all beneficiaries are required to re-apply on an annual basis). The municipality has set aside R60,179,221 from Equitable Share for Indigent Support. Indigent households will receive 6kl free every month for the 2021/2022 financial year.

4. INTEREST INCOME

The municipality has not been charging interest on arrear debtor balances is a violation of Section 64 of the Municipal Finance Management Act 56 of 2003. A Credit Control and Debt Collection Bylaw has since been developed and the Policy reviewed to ensure that we adhere to said legislation. The Bylaw has gone through the public participation process, which was finalised in February 2019 and was published in the Provincial Gazette in August 2019.

It must be noted that this is the first time the municipality will be charging interest on arrear debtors accounts, which requires configuration of the billing system to put it to effect. The configuration of the system took some time and thus the municipality will start raising interest on area debtors accounts from 01 April 2020.

Challenges with Meter Readings

The meter reading service is outsourced and not all meters are read in each billing cycle. The service provider has failed to read 100% of meters in the urban area, with readings ranging between 75% and 81%. The service provider has managed to read an average of 11% of rural meters. The common practice for the unread meters is that those are estimated, and the billing system is configured as such. The challenge with estimated readings comes when customers fail to report leaks inside their properties, which also go undetected by the municipality due to prolonged non-reading of those meters. The moment such meters are read, consumption increases as the system would have been under-estimating it and resulting in high bills that customers end up disputing.

There are also shortcomings in our internal processes such as meters changed on the ground but not updated on the system resulting in incorrect readings.

Metered Households vs Households with Access to Water

There are 148 617 households with access to water in the district as per Water Services report. The district services an area comprising about 80% rural and 20% urban. 30% (44 866) of the total households is metered, which is made up of 13 755 rural and 31 111 urban customers.

The remaining 70% (103 751) relates to unmetered households. 97 002 of the unmetered households are all rural customers that receive water through standpipes and water tankers. There are 6 749 unmetered urban customers that are being billed a basic charge on their vacant stands, which are not necessarily consuming water and sanitation services.

OPERATING EXPENDITURE

SALARIES AND WAGES

The salaries and wages budget have been prepared using the existing Salary Agreement which stipulates a percentage increase equal to the average CPI for the period 01 February 2019 to 31 January 2020 plus 1% for the budget year 2020/21 (i.e. 5.0% plus 1.5%). The council had adopted a revised organogram in December 2014 and there are new positions that have been included in the new organisational structure, hence the total salaries budget, have been increased beyond the percentage that is specified in the Salary Agreement.

COUNCILLORS ALLOWANCES

A maximum 6.5% increase for the councillor's allowance has been considered for approval by the MEC based on a qualified audit report that was received by the municipality in the 2018/2019 financial year. The gazette on the Public Office Bearers Act was not available at the stage of preparing this draft budget. The budget for the councillor's allowance includes other costs like the travelling claims (km), which are not gazetted on the Remuneration of Public Office Bearers Act.

DEPRECIATION AND DEBT IMPAIRMENT

The Depreciation and Amortisation has been calculated based on a straight-line method and the useful life of the assets as per the approved Asset Management Policy. Depreciation and impairment amounts to R163,6 million and R6,1 million respectively for the 2020/21 budget year. Debtors impairment has been projected at R40,3 million. These are non-cash item but not cash backed and contributes to budget deficit.

REPAIRS AND MAINTENANCE

The municipality is unable to provide adequate funds for Repairs and Maintenance in the budget; hence the current allocation is below the norm (i.e. 8% of the carrying amount of PPE). The classification of the Chart of Accounts in line with the mSCOA will address the challenges with the current classification of the Salaries and the Contracted Services relating to the maintenance of assets which is currently being accounted for under Salaries and Allowances and, or Contracted Services.

Due to budget processes as instituted within the municipality the norm has not be followed since 2014 in the establishment of the asset management unit. This has been largely linked to what was said to be prioritisation of new projects to deal with the increasing demand for water in the rural areas and some sub-urban areas as the infrastructure at that time was not able to meet the growing population.

The National Treasury norm recommends that the municipality must budget 8% of the PPE carrying value to repairs and maintenance, which for Ugu DM translates to R383,121,647.28, whereas the budgeted internally generated revenue service charges is R350,000,000.00. This thus makes sticking to the norm impractical.

BULK WATER PURCHASES

The water supplied by the District is derived from dams, rivers, ground water and bulk purchases from eThekweni / Umgeni Water. The northern coastal strip (i.e. Craigburn, Umzinto and Umtwalume) is serviced by potable water purchased in bulk from Umgeni Water. The cost per kilolitre will increase by 9.6% in 2019/20 which is the latest tariffs we have and an allocation of R145,8 million for the 2020/2021 financial year.

ELECTRICITY EXPENSE

While the court case between NERSA and Eskom is still pending, municipalities should use the tariff increases previously (March 2019) approved by the regulator of 8.1 per cent for 2020/21, 5.2 per cent 2021/22 and 8.9 per cent for 2022/23.

OTHER OPERATING EXPENDITURE

The operating expenditure budget has been prepared in line with the municipality's turnaround strategies as implemented by management, which contains strategies of curbing administrative expenditure to improve the cash flow position of the municipality.

CAPITAL EXPENDITURE

In the absence of the IDP this portion of the budget is based on last year list of projects to estimate projects.

Majority of the infrastructure is in the rural areas which is not generating any income.

1. The Revenue collection projections were not realistic and therefore overstated
2. The approved water tariffs were not cost reflective historically. This was corrected in the 2018/19 financial year, this then led to reduced consumption by the customers and negatively affected our revenue generation.
3. The budget had been unfunded since 2015/16 owing to continued service delivery demands without a complementary increase in tariffs (revenue source).

4. The tariffs have been increasing at no more than 6% for the past 5 financial years notwithstanding the increase in the production of water as well as the running costs which exceeded the tariff increments. "

In 2020/21 budget year municipalities are advised to follow a conservative approach when projecting their revenue and to eliminate any waste and unnecessary expenditure.

And should ensure that they adopt realistic and funded 2020/21 MTREF budgets, collect the debts owed to them and pay their creditors within 30 days of receipt of invoice.

UGU SOUTH COAST TOURISM ENTITY

Ugu controls 100% of the Ugu South Coast Tourism Entity. This Board is entrusted with delivering innovative and cost-effective strategies that will ensure a growing, quality tourism economy that creates sustainable jobs and alleviates poverty. Its core functions are Tourism Development and Tourism Marketing, for which Ugu District Municipality has allocated R6, 096, 425 and R7, 245, 531 respectively. Other Local Municipalities also make grant contributions to the Entity.

SOUTH COAST DEVELOPMENT AGENCY

Ugu controls 100% of the South Coast Development Agency. This entity is an economic development implementing agency of the municipality. It's core functions is to engage in economic development projects that grow the economic development footprint of the municipality. To enable the entity to perform its function, the municipality has allocated an amount of R5, 381, 408 for the financial year 2019/2020. The other Local Municipalities also make grant contributions to the Agency.

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

The Service Delivery and Budget Implementation plan is currently being reviewed to include changes made to the Draft Budget. After the consultation process, the Draft will be submitted to the Mayor, within 14 days from the date of the approval of the council.

DRINKING WATER QUALITY AND WASTE WATER MANAGEMENT

Water Service Authority: Ugu District Municipality
Water Service Provider: Ugu District Municipality (*with bulk purchases from Umgeni Water and eThekweni Metro in the northern part of the district. Bulk water is also sold to Sisonke District Municipality*)

Blue Drop Ratings

The municipality water supply systems were awarded a 93.5% score in May 2009, which means that it has very good Drinking Water Quality Management (DWQM) and effectively manages the quality of drinking water in its supply zone. The following are the challenges that led to the non - award of the Blue Drop Classification

Criteria	Requirement	Management Response
Process Controlling	Registration of process controllers (Operators)	Applications for all operators were submitted to DWAF in Feb 2009 and DWA is still working on them. It is anticipated that these will be available by the next review
Credibility of Sample Analysis	Proof that analyses results are used to improve process controlling	The analysis failed to capture that the municipality has an Incident Management Protocol and Register that are used to address and record all deviations and improvements. In addition, the monthly submissions to DWAF have functionality of reporting on what has been done to attend to deviations, which has always been done consistently. It is hoped this will be addressed by the next review.

As part of the Drinking Water Quality Management initiatives, the municipality developed and adopted a **Water Safety Plan** in July 2009, which has guided the management of water services in general. As part of the Safety Plan the following are some of the activities that are already in progress or due for implementation within the next three years;

- Online drinking water monitoring for all water treatment plants and the associated reporting at the operation, tactical and strategic levels
- Establishment of a Control Centre that will drive operations and assist in moving from reactive maintenance to proactive maintenance and to be the key business reporting centre
- Establishment of ISO based quality management systems in a phased manner for water and sanitation services
- Establishing an Asset Management Plan that will drive all maintenance work within the municipality
- Contracting professional and independent persons to undertake process audits for all treatment plants
- Establishing a treatment/process section within the municipality to ensure that the right level of attention and staffing is in place for all treatment plants
- Establishment of a scarce skills allowance to be able to attract and retain suitably qualified personnel

Green Drop Rating

Applications have also been made for all treatment systems within the district and are awaiting the classification results.

Challenges in the management of drinking water and sewerage;

The following are some of the challenges faced in the provision of water and sanitation services in the district and the proposed solution for each challenge.

Issue	Challenge	Recommendation
Pipeline Replacement Program	Majority of pipelines in the urban areas are old AC pipes. Current budget provisions of R10m/yr are inadequate	Allocated funding for a massive AC renewal program and also apply for grant funding
Non Revenue Water Programme	Budget provisions limit the current program to part of the network at a time which is inadequate.	Seek grant funding to fast track the implementation of the NRW Programmes
Supply and Treatment Constraints	A number of WTW and WWTW are functioning at capacity and certain areas do not have the required 48hr storage	Update Water and Sanitation Master Plans; Upgrade of WTW and WWTW and implementation of Phase 2 of the South Coast Bulk Pipeline
Supply to higher lying areas and consumers along bulk mains	Majority of higher lying areas are connected on bulk mains which do not offer the necessary buffer for maintenance purposes and adequate pressures during high demand periods	Planning and design of supply alternatives to higher lying areas such as elevated towers and network modifications
Telemetry	The telemetry system outdated	SCADA System Review and Master Planning in progress
Rural WTW monitoring	There are currently no staff to man remote rural plants	Online Drinking Water Quality Monitoring and Automation Project in progress
Skills Development	The majority of plumbing staff is not suitable qualified while others are illiterate. This has a great effect on operations.	Conclude the RPL process and establish routine training program for all staff
Utility Mapping	The majority of the pipelines and other drawings for the municipality are old and outdated and in certain places are none existent.	Develop a GIS Strategy to influence utility mapping as a whole and then implement map update and utility books for the different operational areas
Dedicated maintenance crews	With current staffing levels most of the work done is reactive in nature with limited proactive maintenance	Implementation of Shift System and build maintenance crews from the day teams

UGU DISTRICT MUNICIPALITY
EXTRACT FROM THE DRAFT MINUTES OF THE MEETING OF THE UGU DISTRICT MUNICIPAL COUNCIL HELD ON 28 MAY 2020.

10.1 Draft Budget: 2020/2021: Ugu District Municipality

The Acting Mayor took members the item.

Following which,

It was

RESOLVED:

(a) That the report on the Ugu District Municipality: Draft Budget: 2020/2021 be and is hereby **NOTED**.

(b) That the Draft Budget of the Ugu District Municipality for the financial year 2020/2021 and its outer years be and is hereby **APPROVED** as set out in the following scheduled:

- Table A1 – Budget Summary;
- Table A2 – Budget Financial Performance (Standard Classification);
- Table A3 – Budget Financial Performance (Rev & Exp by municipal vote);
- Table A4 – Budget Financial Position (Revenue & Expenditure);
- Table A5 – Capital Budget;
- Table A6 – Budget Financial Position;
- Table A7 – Budget Cash Flow;
- Table A8 – Cash Backed Reserves;
- Table A9 – Asset Management;
- Table A10 – Basic Service Delivery; and
- Other Supporting Tables (Table SA1-SA37)

(c) That the following Budget related policies be and is hereby **APPROVED**:

- Budget Policy;
- Free Water Services Policy;
- Credit Control & Debt Collection Policy;
- Indigent Policy;
- Cash & Investment Policy;
- Funding & Reserves Policy;
- Borrowing Policy;
- Supply Chain Management Policy;
- Asset Management Policy; and
- Virement Policy

Once-off items from list - Table A1 Budget Summary										
Description	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
R thousands	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Financial Performance										
Property rates	–	–	–	–	–	–	–	–	–	–
Service charges	314 126	325 343	306 736	714 455	616 985	586 136	582 568	646 376	684 321	718 537
Investment revenue	24 229	3 480	7 847	3 238	2 635	2 408	2 408	2 535	2 662	2 795
Transfers recognised - operational	397 281	451 692	450 465	555 095	549 935	522 439	522 439	499 502	524 477	550 701
Other own revenue	20 009	5 909	13 432	4 162	3 265	3 102	3 060	10 590	11 119	11 675
Total Revenue (excluding capital transfers and contributions)	755 645	786 424	778 479	1 276 950	1 172 721	1 114 085	1 110 475	1 159 002	1 222 579	1 283 708
Employee costs	409 871	371 001	404 466	383 968	369 532	351 055	351 055	373 041	391 693	411 278
Remuneration of councillors	9 423	9 020	9 440	14 091	12 389	11 769	11 769	15 414	16 185	16 994
Depreciation & asset impairment	203 639	217 191	240 631	50 349	240 000	228 000	228 000	169 763	178 252	187 164
Finance charges	10 165	10 383	10 576	1 857	5 074	4 820	4 820	2 522	2 648	2 780
Materials and bulk purchases	77 790	94 490	131 956	141 893	119 056	113 104	113 104	166 366	174 685	183 419
Transfers and grants	36 355	18 310	–	18 723	18 723	18 723	18 723	19 023	19 975	20 973
Other expenditure	372 205	522 492	404 342	582 455	512 363	486 745	486 745	529 205	555 455	583 228
Total Expenditure	1 119 448	1 242 886	1 201 410	1 193 337	1 277 137	1 214 216	1 214 216	1 275 335	1 338 892	1 405 836
Surplus/(Deficit)	(363 803)	(456 462)	(422 931)	83 613	(104 416)	(100 132)	(103 742)	(116 333)	(116 312)	(122 128)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	310 299	295 851	291 288	237 105	237 450	237 450	237 450	279 336	293 303	307 968
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers and subsidies - capital (in-kind - all)	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 840
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) for the year	(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 840
Capital expenditure & funds sources										
Capital expenditure	316 139	291 944	–	286 805	262 862	249 719	237 233	275 923	289 719	304 205
Transfers recognised - capital	302 342	244 207	–	237 105	245 457	233 184	221 525	227 763	239 151	251 109
Borrowing	–	–	–	–	–	–	–	–	–	–
Internally generated funds	13 797	47 736	–	49 700	17 406	16 535	15 709	48 160	50 568	53 096
Total sources of capital funds	316 139	291 944	–	286 805	262 862	249 719	237 233	275 923	289 719	304 205
Financial position										
Total current assets	276 276	273 789	679 199	222 217	1 160 211	1 160 211	1 160 211	670 851	580 761	500 416
Total non current assets	3 929 693	4 045 070	4 803 756	4 206 119	4 881 641	4 881 641	4 881 641	5 006 269	5 256 582	5 5

Choose name from list - Table A2 Budgeted Financial Performance (revenue and expenditure by functional classification)

Functional Classification Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
thousand	1									
Revenue - Functional										
Governance and administration		187 517	436 549	218 638	203 193	203 193	193 034	159 736	167 722	176 110
Executive and council		2 190	2 539	2 269	5 073	5 073	4 819	4 468	4 691	4 920
Finance and administration		185 327	434 010	216 367	198 120	198 120	188 214	155 268	163 031	171 189
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		237	312	8 383	8 193	8 193	7 783	9 068	9 521	9 960
Community and social services		-	-	-	8 193	8 193	7 783	9 068	9 521	9 960
Sport and recreation		237	312	2 205	-	-	-	-	-	-
Public safety		-	-	6 179	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		279 805	178	22 295	98 788	98 788	93 848	72 157	75 764	79 560
Planning and development		282 413	-	16 865	79 165	79 165	75 206	51 448	54 020	58 720
Road transport		-	-	-	-	-	-	-	-	-
Environmental protection		17 392	178	5 431	19 623	19 623	18 642	20 709	21 744	22 830
Trading services		598 205	644 907	820 452	1 203 881	1 099 997	1 058 869	1 197 378	1 262 874	1 326 010
Energy sources		-	-	-	-	-	-	-	-	-
Water management		473 788	501 429	669 352	1 057 519	953 635	905 953	1 088 563	1 148 617	1 206 040
Waste water management		124 417	143 479	151 101	146 362	146 362	150 916	108 816	114 256	119 960
Waste management		-	-	-	-	-	-	-	-	-
Other	4	181	328	-	-	-	-	-	-	-
Total Revenue - Functional	2	1 065 944	1 082 275	1 069 767	1 514 055	1 410 170	1 351 534	1 438 338	1 515 882	1 591 670
Expenditure - Functional										
Governance and administration		223 199	329 939	181 937	349 512	336 972	320 123	388 197	407 606	427 960
Executive and council		51 670	88 362	37 287	69 751	63 321	60 155	71 314	74 879	78 620
Finance and administration		171 529	241 577	144 650	279 266	273 156	259 498	316 822	332 663	349 280
Internal audit		-	-	-	495	495	470	61	64	60
Community and public safety		5 177	-	2 868	16 042	16 842	17 900	6 053	6 356	6 670
Community and social services		-	-	-	13 622	16 422	15 601	4 503	4 729	4 960
Sport and recreation		-	-	498	-	-	-	-	-	-
Public safety		5 177	-	2 370	1 350	1 350	1 283	1 250	1 313	1 370
Housing		-	-	-	-	-	-	-	-	-
Health		-	-	-	1 070	1 070	1 017	300	315	330
Economic and environmental services		96 771	65 800	37 514	102 369	94 969	90 221	70 731	74 288	77 960
Planning and development		79 205	65 800	31 837	83 010	78 310	74 395	53 288	55 952	58 720
Road transport		-	-	-	-	-	-	-	-	-
Environmental protection		17 566	-	5 677	19 359	16 659	15 826	17 443	18 316	19 230
Trading services		793 136	847 146	978 247	725 414	826 354	785 972	810 354	850 661	893 190
Energy sources		-	-	-	-	-	-	-	-	-
Water management		614 428	648 856	574 967	612 735	716 825	680 984	591 875	621 259	652 320
Waste water management		178 708	198 290	403 280	112 679	109 529	104 989	218 479	229 403	240 870
Waste management		-	-	-	-	-	-	-	-	-
Other	4	1 165	-	845	-	-	-	-	-	-
Total Expenditure - Functional	3	1 119 448	1 242 886	1 201 410	1 193 337	1 277 137	1 214 216	1 275 335	1 338 892	1 405 830
Surplus/(Deficit) for the year		(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	163 003	176 990	185 840

References

Government Finance Statistics Functions and Sub-functions are standardised to assist the compilation of national and international accounts for comparison purposes

Total Revenue by functional classification must reconcile to Total Operating Revenue shown in Budgeted Financial Performance (revenue and expenditure)

Total Expenditure by Functional Classification must reconcile to Total Operating Expenditure shown in Budgeted Financial Performance (revenue and expenditure)

All amounts must be classified under a functional classification. The GFS function 'Other' is only for Abbatoirs, Air Transport, Forestry, Licensing and Regulation, Markets and Tourism - and if used must be supported by notes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification.

Choose name from list - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
Revenue by Vote										
Vote 1 - Executive and Council	1	2 190	2 539	2 269	5 073	5 073	4 819	4 468	4 691	4 902
Vote 2 - Finance and Administration		185 327	434 010	216 367	198 120	198 120	188 214	155 268	163 031	171 182
Vote 3 - Community and public safety		-	-	-	8 193	8 193	7 783	9 068	9 521	9 962
Vote 4 - Sport and recreation		237	312	2 205	-	-	-	-	-	-
Vote 5 - Public safety		-	-	6 179	-	-	-	-	-	-
Vote 6 - Economic and environmental services		262 413	-	16 865	79 165	79 165	75 206	51 448	54 020	56 772
Vote 7 - Environmental protection		17 392	178	5 431	19 623	19 623	18 642	20 709	21 744	22 832
Vote 8 - Water management		473 788	501 429	669 352	1 057 519	953 635	905 953	1 088 563	1 148 617	1 206 042
Vote 9 - Waste water management		124 417	143 479	151 101	146 362	146 362	150 916	108 816	114 256	119 962
Vote 10 - Other		181	328	-	-	-	-	-	-	-
Vote 11 - Health		262 413	-	16 865	79 165	79 165	75 206	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	1 328 357	1 082 275	1 086 632	1 593 219	1 489 335	1 426 741	1 438 338	1 515 882	1 591 672
Expenditure by Vote to be appropriated										
Vote 1 - Executive and Council	1	51 670	88 362	37 287	69 751	63 321	60 155	71 314	74 879	78 622
Vote 2 - Finance and Administration		171 529	241 577	144 650	279 266	273 156	259 498	316 822	332 663	349 252
Vote 3 - Community and public safety		-	-	498	13 622	16 422	15 601	4 503	4 729	4 962
Vote 4 - Sport and recreation		-	-	498	-	-	-	-	-	-
Vote 5 - Public safety		5 177	-	2 370	1 350	1 350	1 283	1 250	1 313	1 372
Vote 6 - Economic and environmental services		79 205	65 800	31 837	83 010	78 310	74 395	53 288	55 952	58 772
Vote 7 - Environmental protection		17 566	-	5 677	19 359	16 659	15 826	17 443	18 316	19 232
Vote 8 - Water management		614 428	648 856	574 967	612 735	716 825	680 984	591 936	621 322	652 382
Vote 9 - Waste water management		178 708	198 290	403 280	112 679	109 529	104 989	218 479	229 403	240 872
Vote 10 - Other		1 165	-	845	-	-	-	-	-	-
Vote 11 - Health		-	-	-	1 070	1 070	1 017	300	315	332
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	1 119 448	1 242 886	1 201 909	1 192 842	1 276 642	1 213 746	1 275 335	1 338 892	1 405 832
Surplus/(Deficit) for the year	2	208 909	(160 611)	(115 277)	400 377	212 693	212 995	163 003	176 990	185 840

References

1. Insert 'Vote'; e.g. department, if different to functional classification structure
2. Must reconcile to Budgeted Financial Performance (revenue and expenditure)
3. Assign share in 'associate' to relevant Vote

Choose name from list - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand	1										
Revenue By Source											
Property rates	2	—	—	—	—	—	—	—	—	—	—
Service charges - electricity revenue	2	—	—	—	—	—	—	—	—	—	—
Service charges - water revenue	2	208 163	197 819	214 971	581 218	541 866	514 773	514 773	552 888	580 511	609 531
Service charges - sanitation revenue	2	105 963	127 524	91 765	133 237	75 119	71 363	67 795	93 508	103 810	109 001
Service charges - refuse revenue	2	—	—	—	—	—	—	—	—	—	—
Rental of facilities and equipment		2 545	1 391	2 205	740	740	703	703	617	648	681
Interest earned - external investments		24 229	3 480	7 847	3 238	2 535	2 408	2 408	2 535	2 662	2 791
Interest earned - outstanding debtors		4 021	508		1 137	1 137	1 080	1 080	765	803	841
Dividends received					—	—	—	—	—	—	—
Fines, penalties and forfeits				2	8	8	7	7	8	8	1
Licences and permits				91	500	500	475	475	400	420	441
Agency services					—	—	—	—	—	—	—
Transfers and subsidies		397 281	451 692	450 465	555 095	549 935	522 439	522 439	499 502	524 477	550 701
Other revenue	2	12 751	4 009	11 134	1 778	881	837	795	8 800	9 240	9 701
Gains		691									
Total Revenue (excluding capital transfers and contributions)		755 645	786 424	778 479	1 276 950	1 172 721	1 114 085	1 110 475	1 159 002	1 222 579	1 283 701
Expenditure By Type											
Employee related costs	2	409 871	371 001	404 466	383 968	369 532	351 055	351 055	373 041	391 693	411 271
Remuneration of councillors		9 423	9 020	9 440	14 091	12 389	11 769	11 769	15 414	16 185	16 991
Debt impairment	3	69 440	(12 051)			10 000	9 500	9 500	40 314	42 329	44 441
Depreciation & asset impairment	2	203 639	217 191	240 631	50 349	240 000	228 000	228 000	169 763	178 252	187 161
Finance charges		10 165	10 383	10 576	1 857	5 074	4 820	4 820	2 522	2 648	2 781
Bulk purchases	2	77 790	94 490	131 966	130 625	106 625	101 294	101 294	145 787	153 076	160 731
Other materials	8				11 268	12 431	11 810	11 810	20 580	21 608	22 681
Contracted services		35 647	170 534	190 148	205 812	213 646	202 964	202 964	179 720	188 706	198 141
Transfers and subsidies		36 355	18 310	—	18 723	18 723	18 723	18 723	19 023	19 975	20 971
Other expenditure	4, 5	229 534	364 008	185 427	376 642	288 717	274 281	274 281	309 171	324 420	340 641
Losses		37 585		28 766					—	—	—
Total Expenditure		1 119 448	1 242 886	1 201 410	1 193 337	1 277 137	1 214 216	1 214 216	1 275 335	1 338 892	1 405 831
Surplus/(Deficit)		(363 803)	(456 462)	(422 931)	83 613	(104 416)	(100 132)	(103 742)	(116 333)	(116 312)	(122 121)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		310 299	295 851	291 288	237 105	237 450	237 450	237 450	279 336	293 303	307 961
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)	6	—									
Transfers and subsidies - capital (in-kind - all)											
Surplus/(Deficit) after capital transfers & contributions		(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 841
Taxation											
Surplus/(Deficit) after taxation		(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 841
Attributable to minorities											
Surplus/(Deficit) attributable to municipality		(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 841
Share of surplus/ (deficit) of associate	7										
Surplus/(Deficit) for the year		(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 841

References

1. Classifications are revenue sources and expenditure type
2. Detail to be provided in Table SA1
3. Previously described as 'bad or doubtful debts' - amounts shown should reflect the change in the provision for debt impairment
4. Expenditure type components previously shown under repairs and maintenance should be allocated back to the originating expenditure group/item; e.g. employee costs
5. Repairs & maintenance detailed in Table A9 and Table SA34c
6. Contributions are funds provided by external organisations to assist with infrastructure development; e.g. developer contributions (detail to be provided in Table SA1)
7. Equity method (includes Joint Ventures)

Vote Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand	1										
Capital expenditure - Vote											
Multi-year expenditure to be appropriated	2										
Vote 1 - Executive and Council		-	-	-	-	-	-	-	-	-	-
Vote 2 - Finance and Administration		-	-	-	-	-	-	-	-	-	-
Vote 3 - Community and public safety		-	-	-	-	-	-	-	-	-	-
Vote 4 - Sport and recreation		-	-	-	-	-	-	-	-	-	-
Vote 5 - Public safety		-	-	-	-	-	-	-	-	-	-
Vote 6 - Economic and environmental services		-	-	-	-	-	-	-	-	-	-
Vote 7 - Environmental protection		-	-	-	-	-	-	-	-	-	-
Vote 8 - Water management		-	-	-	-	-	-	-	-	-	-
Vote 9 - Waste water management		-	-	-	-	-	-	-	-	-	-
Vote 10 - Other		-	-	-	-	-	-	-	-	-	-
Vote 11 - Health		-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	7	-	-	-	-	-	-	-	-	-	-
Single-year expenditure to be appropriated	2										
Vote 1 - Executive and Council		-	333	-	500	-	-	-	-	-	-
Vote 2 - Finance and Administration		13 797	45 456	-	26 000	6 556	6 228	5 916	30 950	32 498	34 122
Vote 3 - Community and public safety		-	-	-	-	-	-	-	-	-	-
Vote 4 - Sport and recreation		-	-	-	-	-	-	-	-	-	-
Vote 5 - Public safety		-	-	-	-	-	-	-	-	-	-
Vote 6 - Economic and environmental services		268 726	1 948	-	253	-	-	-	-	-	-
Vote 7 - Environmental protection		-	-	-	500	-	-	-	-	-	-
Vote 8 - Water management		33 616	201 025	-	213 565	197 071	187 217	177 856	189 444	198 916	208 862
Vote 9 - Waste water management		-	43 182	-	45 986	59 236	56 274	53 460	55 529	58 305	61 221
Vote 10 - Other		-	-	-	-	-	-	-	-	-	-
Vote 11 - Health		-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total		316 139	291 944	-	286 805	262 862	249 719	237 233	275 923	289 719	304 205
Total Capital Expenditure - Vote		316 139	291 944	-	286 805	262 862	249 719	237 233	275 923	289 719	304 205
Capital Expenditure - Functional											
Governance and administration		13 797	45 789	-	26 500	6 556	6 228	5 916	30 950	32 498	34 122
Executive and council		-	333	-	500	-	-	-	-	-	-
Finance and administration		13 797	45 456	-	26 000	6 556	6 228	5 916	30 950	32 498	34 122
Internal audit		-	-	-	-	-	-	-	-	-	-
Community and public safety		-	-	-	-	-	-	-	-	-	-
Community and social services		-	-	-	-	-	-	-	-	-	-
Sport and recreation		-	-	-	-	-	-	-	-	-	-
Public safety		-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-
Economic and environmental services		268 726	1 948	-	753	-	-	-	-	-	-
Planning and development		268 726	1 948	-	253	-	-	-	-	-	-
Road transport		-	-	-	-	-	-	-	-	-	-
Environmental protection		-	-	-	500	-	-	-	-	-	-
Trading services		33 616	244 207	-	259 551	256 387	243 492	231 317	244 973	257 222	270 083
Energy sources		-	-	-	-	-	-	-	-	-	-
Water management		33 616	201 025	-	213 565	197 071	187 217	177 856	189 444	198 916	208 862
Waste water management		-	43 182	-	45 986	59 236	56 274	53 460	55 529	58 305	61 221
Waste management		-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional	3	316 139	291 944	-	286 805	262 862	249 719	237 233	275 923	289 719	304 205
Funded by:											
National Government		302 342	244 207	-	237 105	245 457	233 184	221 525	227 763	239 151	251 109
Provincial Government		-	-	-	-	-	-	-	-	-	-
District Municipality		-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-	-
Transfers recognised - capital	4	302 342	244 207	-	237 105	245 457	233 184	221 525	227 763	239 151	251 109
Borrowing	6	-	-	-	-	-	-	-	-	-	-
Internally generated funds		13 797	47 736	-	49 700	17 406	16 535	15 709	48 160	50 568	53 096
Total Capital Funding	7	316 139	291 944	-	286 805	262 862	249 719	237 233	275 923	289 719	304 205

References

1. Municipalities may choose to appropriate for capital expenditure for three years or for one year (if one year appropriation projected expenditure required for y2 and y3).
2. Include capital component of PPP unitary payment. Note that capital transfers are only appropriated to municipalities for the budget year.
3. Capital expenditure by functional classification must reconcile to the appropriations by vote.
4. Must reconcile to supporting table SA20 and to Budgeted Financial Performance (revenue and expenditure).
5. Include finance leases and PPP capital funding component of unitary payment - total borrowing/repayments to reconcile to changes in Table SA17.
6. Total Capital Funding must balance with Total Capital Expenditure.
7. Include any capitalised interest (MFMA section 46) as part of relevant capital budget.

Choose name from list - Table A6 Budgeted Financial Position

Description		Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
£ thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
ASSETS												
Current assets												
Cash				26 559	58 633							
Call investment deposits	1		174 972	25 350		4 286	76 750	76 750	76 750	73 808	72 526	72 53
Consumer debtors	1		101 304	114 661	507 298	105 351	167 071	167 071	167 071	181 192	190 252	199 76
Other debtors				100 170	102 941	105 178	870 920	870 920	870 920	368 143	267 921	175 57
Current portion of long-term receivables				28	21	30	182	182	182	155	132	11
Inventory	2			7 021	10 306	7 372	45 288	45 288	45 288	47 553	49 930	52 42
Total current assets			276 276	273 789	679 199	222 217	1 160 211	1 160 211	1 160 211	670 851	580 761	500 41
Non current assets												
Long-term receivables				81	334	85	519	519	519	545	573	60
Investments							–					
Investment property				40 999	40 999	43 049	280 962	280 962	280 962	295 010	309 761	325 24
Investment in Associate							–					
Property, plant and equipment	3		3 929 693	3 991 167	4 748 977	4 149 521	4 512 286	4 512 286	4 512 286	4 618 446	4 849 368	5 091 83
Biological												
Intangible				12 823	9 486	13 464	87 874	87 874	87 874	92 267	96 881	101 72
Other non-current assets					3 960							
Total non current assets			3 929 693	4 045 070	4 803 756	4 206 119	4 881 641	4 881 641	4 881 641	5 006 269	5 256 582	5 519 41
TOTAL ASSETS			4 205 969	4 318 858	5 482 955	4 428 336	6 041 853	6 041 853	6 041 853	5 677 120	5 837 343	6 019 82
LIABILITIES												
Current liabilities												
Bank overdraft	1			31								
Borrowing	4		21 591	22 473	–	20 511	20 511	20 511	20 511	5 567	3 881	2 70
Consumer deposits				21 085	21 664	22 139	95 901	95 901	95 901	81 516	69 288	58 89
Trade and other payables	4		174 394	200 993	886 420	140 200	1 279 148	1 279 148	1 279 148	835 903	877 698	921 58
Provisions				32 351	55 194	47 432	208 681	208 681	208 681	177 379	150 772	128 15
Total current liabilities			195 985	276 932	963 278	230 283	1 604 241	1 604 241	1 604 241	1 100 364	1 101 639	1 111 33
Non current liabilities												
Borrowing			105	84	–	52	73 223	73 223	73 223	54 098	37 711	26 28
Provisions			16 002	34 028	–	21 900	21 900	21 900	21 900	20 805	19 764	18 77
Total non current liabilities			16 107	34 112	–	21 952	95 123	95 123	95 123	74 902	57 475	45 06
TOTAL LIABILITIES			212 092	311 043	963 278	252 235	1 699 364	1 699 364	1 699 364	1 175 266	1 159 114	1 156 40
NET ASSETS	5		3 993 877	4 007 815	4 519 678	4 176 102	4 342 488	4 342 488	4 342 488	4 501 853	4 678 229	4 863 42
COMMUNITY WEALTH/EQUITY												
Accumulated Surplus/(Deficit)			3 993 877	4 007 815	4 519 678	4 176 102	4 342 488	4 342 488	4 342 488	4 501 853	4 678 229	4 863 42
Reserves	4		–	–	–	–	–	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	5		3 993 877	4 007 815	4 519 678	4 176 102	4 342 488	4 342 488	4 342 488	4 501 853	4 678 229	4 863 42

References

1. Detail to be provided in Table SA3

2. Include completed low cost housing to be transferred to beneficiaries within 12 months

3. Include "Construction work-in-progress" (disclosed separately in annual financial statements)

4. Detail to be provided in Table SA3. Includes reserves to be funded by statute.

5. Net assets must balance with Total Community Wealth/Equity

Choose name from list - Table A7 Budgeted Cash Flows

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
in thousand											
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Property rates									-	-	-
Service charges		289 123	321 067	299 848	429 356	504 409	504 409	504 409	631 951	703 026	738 171
Other revenue		27 448	15 777	8 921	3 643	2 128	2 128	2 128	971	1 020	1 071
Transfers and Subsidies - Operational	1	701 838	714 003	756 180	487 603	549 935	549 935	549 935	505 718	531 004	557 551
Transfers and Subsidies - Capital	1				276 038	237 450	237 450	237 450	279 336	293 303	307 961
Interest					4 284	3 398	3 398	3 398	2 000	2 100	2 201
Dividends									535	562	591
Payments											
Suppliers and employees		(746 838)	(865 277)	(743 087)	(800 511)	(990 124)	(990 124)	(990 124)	(993 787)	(1 080 875)	(1 137 371)
Finance charges		(10 625)	(11 186)	(10 278)	(1 857)	1 359	1 359	1 359	(2 522)	(2 648)	(2 781)
Transfers and Grants	1				(18 723)	(18 723)	(18 723)	(18 723)	(19 023)	(19 975)	(20 971)
NET CASH FROM/(USED) OPERATING ACTIVITIES		260 945	174 384	311 584	379 833	289 831	289 831	289 831	405 179	427 517	446 431
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE		395			618				-	-	-
Decrease (increase) in non-current receivables		27			618	334	334	334	-	-	-
Decrease (increase) in non-current investments		642							-	-	-
Payments											
Capital assets		(318 192)	(292 031)	(275 322)	(352 741)	(262 862)	(262 862)	(262 862)	(236 070)	(247 873)	(260 261)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(317 127)	(292 031)	(275 322)	(351 505)	(262 528)	(262 528)	(262 528)	(236 070)	(247 873)	(260 261)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans									-	-	-
Borrowing long term/refinancing									-	-	-
Increase (decrease) in consumer deposits		(890)			881	475	475	475	2 600	2 730	2 861
Payments											
Repayment of borrowing		(19 032)	(20 904)	(23 189)	(24 305)	(24 305)	(24 305)	(24 305)	(7 986)	(6 788)	(5 771)
NET CASH FROM/(USED) FINANCING ACTIVITIES		(19 922)	(20 904)	(23 189)	(23 424)	(23 830)	(23 830)	(23 830)	(5 386)	(4 058)	(2 901)
NET INCREASE/ (DECREASE) IN CASH HELD		(76 104)	(138 552)	13 073	4 904	3 473	3 473	3 473	163 723	175 586	183 261
Cash/cash equivalents at the year begin:	2	256 457	180 353	41 801	51 909	73 277	73 277	73 277	46 467	210 190	385 771
Cash/cash equivalents at the year end:	2	180 353	41 801	54 874	56 813	76 750	76 750	76 750	210 190	385 777	569 041

References

1. Local/District municipalities to include transfers from/to District/Local Municipalities

2. Cash equivalents includes investments with maturities of 3 months or less

3. The MTREF is populated directly from SA30.

Total receipts	1 018 831	1 050 847	1 064 949	1 202 161	1 297 653	1 297 653	1 297 653	1 297 653	1 420 511	1 531 015	1 607 561
Total payments	(1 075 656)	(1 168 495)	(1 028 687)	(1 173 832)	(1 270 350)	(1 270 350)	(1 270 350)	(1 270 350)	(1 251 402)	(1 351 371)	(1 421 391)
	(56 825)	(117 648)	36 262	28 328	27 303	27 303	27 303	27 303	169 109	179 644	186 161
Borrowings & investments & c.deposits	(247)	-	-	881	475	475	475	475	2 600	2 730	2 861
Repayment of borrowing	(19 032)	(20 904)	(23 189)	(24 305)	(24 305)	(24 305)	(24 305)	(24 305)	(7 986)	(6 788)	(5 771)
	(76 104)	(138 552)	13 073	4 904	3 473	3 473	3 473	3 473	163 723	175 586	183 261
	-	-	-	-	0	0	0	0	-	-	-

References

. Must reconcile with Budgeted Cash Flows

¹. For example: VAT, taxation

1. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)

³ For example: sinking fund requirements for borrowing

i. Council approval required for each reserve created and basis of cash backing of reserves

Other working capital requirements

[illegible]

debtors collection assumptions										
balance outstanding - debtors	101 304	214 911	610 573	210 614	1 038 510	1 038 510	1 038 510	548 881	458 745	375 94
estimate of debtors collection rate	94.9%	101.7%	96.4%	60.3%	81.7%	86.0%	86.5%	96.3%	101.2%	101.2%

long term investments committed

balance (insert description: eg sinking fund)

[illegible][illegible]

Choose name from list - Table A9 Asset Management

Description		Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
CAPITAL EXPENDITURE											
<u>Total New Assets</u>	1		316 139	291 944	--	157 119	156 005	148 205	234 778	248 517	258 841
Roads Infrastructure			--	--	--	--	--	--	--	--	--
Storm water Infrastructure			--	--	--	--	--	--	--	--	--
Electrical Infrastructure			--	--	--	--	--	--	--	--	--
Water Supply Infrastructure			291 710	201 025	--	118 365	125 800	119 510	153 299	160 984	169 011
Sanitation Infrastructure			--	43 182	--	11 500	23 650	22 468	50 529	53 055	55 701
Solid Waste Infrastructure			--	--	--	--	--	--	--	--	--
Rail Infrastructure			--	--	--	--	--	--	--	--	--
Coastal Infrastructure			--	--	--	--	--	--	--	--	--
Information and Communication Infrastructure			--	--	--	--	--	--	--	--	--
Infrastructure			291 710	244 207	--	129 865	149 450	141 977	203 828	214 019	224 721
Community Facilities			--	--	--	--	--	--	--	--	--
Sport and Recreation Facilities			--	--	--	--	--	--	--	--	--
Community Assets			--	--	--	--	--	--	--	--	--
Heritage Assets			--	--	--	--	--	--	--	--	--
Revenue Generating			--	--	--	--	--	--	--	--	--
Non-revenue Generating			--	--	--	--	--	--	--	--	--
Investment properties			--	--	--	--	--	--	--	--	--
Operational Buildings			323	333	--	20 000	556	528	22 000	23 100	24 251
Housing			--	--	--	--	--	--	--	--	--
Other Assets			323	333	--	20 000	556	528	22 000	23 100	24 251
Biological or Cultivated Assets			--	--	--	--	--	--	--	--	--
Servitudes			--	--	--	--	--	--	--	--	--
Licences and Rights			8 300	1 408	--	5 100	4 300	4 085	1 800	1 890	1 981
Intangible Assets			8 300	1 408	--	5 100	4 300	4 085	1 800	1 890	1 981
Computer Equipment			--	2 800	--	253	--	--	--	--	--
Furniture and Office Equipment			4 243	3 875	--	1 400	--	--	2 150	2 258	2 371
Machinery and Equipment			10 821	--	--	--	--	--	--	--	--
Transport Assets			742	16 167	--	--	1 200	1 140	5 000	5 250	5 511
Land			--	23 154	--	500	500	475	--	--	--
Zoo's, Marine and Non-biological Animals			--	--	--	--	--	--	--	--	--
<u>Total Renewal of Existing Assets</u>	2		--	--	--	129 686	106 857	101 514	41 145	43 202	45 361
Roads Infrastructure			--	--	--	--	--	--	--	--	--
Storm water Infrastructure			--	--	--	--	--	--	--	--	--
Electrical Infrastructure			--	--	--	--	--	--	--	--	--
Water Supply Infrastructure			--	--	--	95 200	72 371	68 753	36 145	37 952	39 851
Sanitation Infrastructure			--	--	--	34 486	34 486	32 762	5 000	5 250	5 511
Solid Waste Infrastructure			--	--	--	--	--	--	--	--	--
Rail Infrastructure			--	--	--	--	--	--	--	--	--
Coastal Infrastructure			--	--	--	--	--	--	--	--	--
Information and Communication Infrastructure			--	--	--	--	--	--	--	--	--
Infrastructure			--	--	--	129 686	106 857	101 514	41 145	43 202	45 361
Community Facilities			--	--	--	--	--	--	--	--	--
Sport and Recreation Facilities			--	--	--	--	--	--	--	--	--
Community Assets			--	--	--	--	--	--	--	--	--
Heritage Assets			--	--	--	--	--	--	--	--	--
Revenue Generating			--	--	--	--	--	--	--	--	--
Non-revenue Generating			--	--	--	--	--	--	--	--	--
Investment properties			--	--	--	--	--	--	--	--	--
Operational Buildings			--	--	--	--	--	--	--	--	--
Housing			--	--	--	--	--	--	--	--	--
Other Assets			--	--	--	--	--	--	--	--	--
Biological or Cultivated Assets			--	--	--	--	--	--	--	--	--
Servitudes			--	--	--	--	--	--	--	--	--
Licences and Rights			--	--	--	--	--	--	--	--	--
Intangible Assets			--	--	--	--	--	--	--	--	--
Computer Equipment			--	--	--	--	--	--	--	--	--
Furniture and Office Equipment			--	--	--	--	--	--	--	--	--
Machinery and Equipment			--	--	--	--	--	--	--	--	--
Transport Assets			--	--	--	--	--	--	--	--	--
Land			--	--	--	--	--	--	--	--	--
Zoo's, Marine and Non-biological Animals			--	--	--	--	--	--	--	--	--

Total Upgrading of Existing Assets	6	58 045	291 944	-	286 805	262 862	249 719	275 923	289 719	304 20
Roads Infrastructure		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		33 616	201 025	-	213 565	197 071	187 217	189 444	198 916	208 86
Sanitation Infrastructure		-	43 182	-	45 986	59 236	56 274	55 529	58 305	61 22
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Infrastructure		33 616	244 207	-	259 551	256 307	243 492	244 973	257 222	270 08
Community Facilities		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-
Community Assets		-	-	-	-	-	-	-	-	-
Heritage Assets		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Operational Buildings		323	333	-	20 000	556	528	22 000	23 100	24 25
Housing		-	-	-	-	-	-	-	-	-
Other Assets		323	333	-	20 000	556	528	22 000	23 100	24 25
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		8 300	1 408	-	5 100	4 300	4 085	1 800	1 890	1 98
Intangible Assets		8 300	1 408	-	5 100	4 300	4 085	1 800	1 890	1 98
Computer Equipment		-	2 800	-	253	-	-	-	-	-
Furniture and Office Equipment		4 243	3 875	-	1 400	-	-	2 150	2 258	2 37
Machinery and Equipment		10 821	-	-	-	-	-	-	-	-
Transport Assets		742	16 167	-	-	1 200	1 140	5 000	5 250	5 51
Land		-	23 154	-	500	500	475	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Total Capital Expenditure	4	374 184	583 888	-	573 609	525 725	499 439	551 846	579 438	608 41
Roads Infrastructure		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		325 325	402 050	-	427 131	395 242	375 480	378 888	397 832	417 72
Sanitation Infrastructure		-	86 365	-	91 972	117 372	111 503	111 058	116 611	122 42
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Infrastructure		325 325	488 415	-	519 103	512 614	486 983	489 946	514 443	540 11
Community Facilities		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-
Community Assets		-	-	-	-	-	-	-	-	-
Heritage Assets		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Operational Buildings		645	665	-	40 000	1 111	1 056	44 000	46 200	48 52
Housing		-	-	-	-	-	-	-	-	-
Other Assets		645	665	-	40 000	1 111	1 056	44 000	46 200	48 52
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		16 599	2 815	-	10 200	8 600	8 170	3 600	3 780	3 96
Intangible Assets		16 599	2 815	-	10 200	8 600	8 170	3 600	3 780	3 96
Computer Equipment		-	5 600	-	506	-	-	-	-	-
Furniture and Office Equipment		8 487	7 750	-	2 800	-	-	4 300	4 515	4 72
Machinery and Equipment		21 642	-	-	-	-	-	-	-	-
Transport Assets		1 485	32 335	-	-	2 400	2 280	10 000	10 500	11 02
Land		-	46 308	-	1 000	1 000	950	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE - Asset class		374 184	583 888	-	573 609	525 725	499 439	551 846	579 438	608 41

ASSET REGISTER SUMMARY - PPE (WDV)	5	3 959 929	4 034 231	-	4 460 058	4 460 058	-	-	-	-
Roads Infrastructure										
Storm water Infrastructure										
Electrical Infrastructure										
Water Supply Infrastructure		2 074 021	1 904 166		2 178 951	2 178 951				
Sanitation Infrastructure		1 658 345	1 908 664		1 976 554	1 976 554				
Solid Waste Infrastructure										
Rail Infrastructure										
Coastal Infrastructure										
Information and Communication Infrastructure										
Infrastructure		3 732 366	3 812 830	-	4 155 506	4 155 506	-	-	-	-
Community Assets										
Heritage Assets										
Investment properties		30 242	31 650		92 650	92 650				
Other Assets										
Biological or Cultivated Assets										
Intangible Assets		16 267	12 775		20 375	20 375				
Computer Equipment		3			1 852	1 852				
Furniture and Office Equipment		9 552	7 047		9 247	9 247				
Machinery and Equipment		644	500		500	500				
Transport Assets		27 344	25 176		35 176	35 176				
Land		143 510	144 252		144 752	144 752				
Zoo's, Marine and Non-biological Animals										
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	3 959 929	4 034 231	-	4 460 058	4 460 058	-	-	-	-
EXPENDITURE OTHER ITEMS		258 141	217 191	240 631	138 769	333 138	320 920	249 021	261 472	274 54
Depreciation	7	203 639	217 191	240 631	50 000	244 369	232 151	169 763	178 252	187 16
Repairs and Maintenance by Asset Class	3	54 503	-	-	88 769	88 769	88 769	79 258	83 221	87 38
Roads Infrastructure		10 035	-	-	9 175	9 175	9 175	5 798	6 088	6 39
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		17 678	-	-	1 600	1 600	1 600	1 000	1 050	1 10
Water Supply Infrastructure		-	-	-	55 189	55 189	55 189	45 863	48 156	50 56
Sanitation Infrastructure		-	-	-	3 725	3 725	3 725	600	630	66
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		806	-	-	180	180	180	90	95	9
Infrastructure		28 518	-	-	69 869	69 869	69 869	53 351	56 018	58 81
Community Facilities		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-
Community Assets		-	-	-	-	-	-	-	-	-
Heritage Assets		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	1 870	1 964	2 06
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	1 870	1 964	2 06
Operational Buildings		3 378	-	-	1 800	1 800	1 800	1 400	1 470	1 54
Housing		-	-	-	-	-	-	-	-	-
Other Assets		3 378	-	-	1 800	1 800	1 800	1 400	1 470	1 54
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	2 500	2 500	2 500	1 017	1 068	1 12
Intangible Assets		-	-	-	2 500	2 500	2 500	1 017	1 068	1 12
Computer Equipment		-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		657	-	-	-	-	-	-	-	-
Machinery and Equipment		10 422	-	-	2 000	2 000	2 000	9 620	10 101	10 60
Transport Assets		11 527	-	-	12 600	12 600	12 600	12 000	12 600	13 20
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE OTHER ITEMS		258 141	217 191	240 631	138 769	333 138	320 920	249 021	261 472	274 54
Renewal and upgrading of Existing Assets as % of total capex		15.5%	50.0%	0.0%	72.6%	70.3%	70.3%	57.5%	57.5%	57.5%
Renewal and upgrading of Existing Assets as % of deprecn		28.5%	134.4%	0.0%	833.0%	151.3%	151.3%	186.8%	186.8%	186.8%
R&M as a % of PPE		1.4%	0.0%	0.0%	2.1%	2.0%	2.0%	1.7%	1.7%	1.7%
Renewal and upgrading and R&M as a % of PPE		3.0%	7.0%	0.0%	11.0%	10.0%	0.0%	0.0%	0.0%	0.0%

References

1. Detail of new assets provided in Table SA34a
2. Detail of renewal of existing assets provided in Table SA34b
3. Detail of Repairs and Maintenance by Asset Class provided in Table SA34c
4. Must reconcile to total capital expenditure on Budgeted Capital Expenditure
5. Must reconcile to 'Budgeted Financial Position' (written down value)
6. Detail of upgrading of existing assets provided in Table SA34e
7. Detail of depreciation provided in Table SA34d

Choose name from list - Table A10 Basic service delivery measurement

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Household service targets	1									
Water:										
Piped water inside dwelling		33	35	35	37	37	37	--	--	--
Piped water inside yard (but not in dwelling)		15	16	16	22	22	22	--	--	--
Using public tap (at least min.service level)	2	64	67	67	94	94	94	--	--	--
Other water supply (at least min.service level)	4	31	32	32	1	1	1	--	--	--
<i>Minimum Service Level and Above sub-total</i>		143	150	150	154	154	154	--	--	--
Using public tap (< min.service level)	3	143	150	34	--	--	--	--	--	--
Other water supply (< min.service level)	4	28	34	35	20	20	20	--	--	--
No water supply		29	35	--	1	1	1	--	--	--
<i>Below Minimum Service Level sub-total</i>		57	69	69	21	21	21	--	--	--
Total number of households	5	200	219	219	175	175	175	--	--	--
Sanitation/sewerage:										
Flush toilet (connected to sewerage)		39	41	41	41	41	41	--	--	--
Flush toilet (with septic tank)		17	17	17	17	17	17	--	--	--
Chemical toilet		20	21	21	21	21	21	--	--	--
Pit toilet (ventilated)		64	67	67	67	67	67	--	--	--
Other toilet provisions (> min.service level)		--	--	--	--	--	--	--	--	--
<i>Minimum Service Level and Above sub-total</i>		140	146	146	146	146	146	--	--	--
Bucket toilet		3	3	3	6	6	6	--	--	--
Other toilet provisions (< min.service level)		54	57	57	--	--	--	--	--	--
No toilet provisions		9	9	9	8	8	8	--	--	--
<i>Below Minimum Service Level sub-total</i>		66	69	69	14	14	14	--	--	--
Total number of households	5	206	215	215	160	160	160	--	--	--
Energy:										
Electricity (at least min.service level)		--	--	--	--	--	--	--	--	--
Electricity - prepaid (min.service level)		--	--	--	--	--	--	--	--	--
<i>Minimum Service Level and Above sub-total</i>		--	--	--	--	--	--	--	--	--
Electricity (< min.service level)		--	--	--	--	--	--	--	--	--
Electricity - prepaid (< min. service level)		--	--	--	--	--	--	--	--	--
Other energy sources		--	--	--	--	--	--	--	--	--
<i>Below Minimum Service Level sub-total</i>		--	--	--	--	--	--	--	--	--
Total number of households	5	--	--	--	--	--	--	--	--	--
Refuse:										
Removed at least once a week		--	--	--	--	--	--	--	--	--
<i>Minimum Service Level and Above sub-total</i>		--	--	--	--	--	--	--	--	--
Removed less frequently than once a week		--	--	--	--	--	--	--	--	--
Using communal refuse dump		--	--	--	--	--	--	--	--	--
Using own refuse dump		--	--	--	--	--	--	--	--	--
Other rubbish disposal		--	--	--	--	--	--	--	--	--
No rubbish disposal		--	--	--	--	--	--	--	--	--
<i>Below Minimum Service Level sub-total</i>		--	--	--	--	--	--	--	--	--
Total number of households	5	--	--	--	--	--	--	--	--	--
Households receiving Free Basic Service	7									
Water (6 kilolitres per household per month)		--	--	--	--	--	--	--	--	--
Sanitation (free minimum level service)		--	--	--	--	--	--	--	--	--
Electricity/other energy (50kwh per household per month)		--	--	--	--	--	--	--	--	--
Refuse (removed at least once a week)		--	--	--	--	--	--	--	--	--
Cost of Free Basic Services provided - Formal Settlements (R'000)	8									
Water (6 kilolitres per indigent household per month)		82 075	--	--	155 292	--	--	--	--	--
Sanitation (free sanitation service to indigent households)		--	--	--	--	--	--	--	--	--
Electricity/other energy (50kwh per indigent household per month)		--	--	--	--	--	--	--	--	--
Refuse (removed once a week for indigent households)		--	--	--	--	--	--	--	--	--
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)										
Total cost of FBS provided		82 075	--	--	155 292	--	--	--	--	--
Highest level of free service provided per household										
Property rates (R value threshold)		--	--	--	--	--	--	--	--	--
Water (kilolitres per household per month)		--	--	--	--	--	--	--	--	--
Sanitation (kilolitres per household per month)		--	--	--	--	--	--	--	--	--
Sanitation (Rand per household per month)		--	--	--	--	--	--	--	--	--
Electricity (kwh per household per month)		--	--	--	--	--	--	--	--	--
Refuse (average litres per week)		--	--	--	--	--	--	--	--	--
Revenue cost of subsidised services provided (R'000)	9									
Property rates (tariff adjustment) (impermissible values per section 17 of MPRA)		--	--	--	--	--	--	--	--	--
Property rates exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA		--	--	--	--	1 316	1 250	236	248	261
Water (in excess of 6 kilolitres per indigent household per month)		--	--	--	--	--	--	--	--	--
Sanitation (in excess of free sanitation service to indigent households)		--	--	--	--	--	--	--	--	--
Electricity/other energy (in excess of 50 kwh per indigent household per month)		--	--	--	--	--	--	--	--	--
Refuse (in excess of one removal a week for indigent households)		--	--	--	--	--	--	--	--	--
Municipal Housing - rental rebates		--	--	--	--	--	--	--	--	--
Housing - top structure subsidies		--	--	--	--	--	--	--	--	--
Other		--	--	--	--	--	--	--	--	--
Total revenue cost of subsidised services provided	6	--	--	--	--	1 316	1 250	236	248	261

References

1. Include services provided by another entity, e.g. Eskom
2. Stand distance <= 200m from dwelling
3. Stand distance > 200m from dwelling
4. Borehole, spring, rain-water tank etc.
5. Must agree to total number of households in municipal area (informal settlements receiving services must be included)
6. Include value of subsidy provided by municipality above provincial subsidy level
7. Show number of households receiving at least these levels of services completely free (informal settlements must be included)
8. Must reflect the cost to the municipality of providing the Free Basic Service
9. Reflect the cost to the municipality in terms of 'revenue foregone' of providing free services (note this will not equal 'Revenue Foregone' on SA1)

Choose name from list - Supporting Table SA1 Supporting detail to 'Budgeted Financial Performance'

Description		Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand												
REVENUE ITEMS:												
Property rates												
Total Property Rates												
less Revenue Foregone (exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)												
Net Property Rates												
-												
-												
-												
-												
-												
-												
Service charges - electricity revenue												
Total Service charges - electricity revenue												
less Revenue Foregone (in excess of 50 kwh per indigent household per month)												
less Cost of Free Basis Services (50 kwh per indigent household per month)												
Net Service charges - electricity revenue												
-												
-												
-												
-												
-												
-												
Service charges - water revenue												
Total Service charges - water revenue												
less Revenue Foregone (in excess of 6 kilolitres per indigent household per month)												
less Cost of Free Basis Services (6 kilolitres per indigent household per month)												
Net Service charges - water revenue												
290 238 197 819 214 971 736 510 543 182 516 023 516 023 553 104 580 759 609 797												
-												
-												
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-												
Service charges - sanitation revenue												
Total Service charges - sanitation revenue												
less Revenue Foregone (in excess of free sanitation service to indigent households)												
less Cost of Free Basis Services (free sanitation service to indigent households)												
Net Service charges - sanitation revenue												
105 963 127 524 91 765 133 237 75 119 71 363 67 795 93 508 103 810 109 001												
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Service charges - refuse revenue												
Total refuse removal revenue												
Total landfill revenue												
less Revenue Foregone (in excess of one removal a week to indigent households)												
less Cost of Free Basis Services (removed once a week to indigent households)												
Net Service charges - refuse revenue												
-												
-												
-												
-												
-												
-												
Other Revenue by source												
Building Plans												
Connection fee - illegal connections												
House Connections												
New Connection Fees												
Reconnections												
Restrictions/Disconnections												
Septic Tanks - Umdoni Municipality												
Tender Deposits												
Rates Certificates												
Water Sundry												
Miscellaneous / Sundry												
Other Income - Entity												
Other Revenue												
Total 'Other' Revenue												
123 1 549 101 448 314 1 010 19 6 529 4 009 11 134 881 881 837 795 8 800 9 240 9 702												
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Depreciation & asset impairment											
Depreciation of Property, Plant & Equipment		203 639	217 191	240 631	44 205	240 000	228 000	228 000	169 763	178 252	187 164
Lease amortisation					6 144						
Capital asset impairment											
Total Depreciation & asset impairment	1	203 639	217 191	240 631	50 349	240 000	228 000	228 000	169 763	178 252	187 164
Bulk purchases											
Electricity Bulk Purchases		77 790	94 490	131 956	130 625	106 625	101 294	101 294	145 787	153 076	160 730
Water Bulk Purchases		77 790	94 490	131 956	130 625	106 625	101 294	101 294	145 787	153 076	160 730
Total bulk purchases	1	77 790	94 490	131 956	130 625	106 625	101 294	101 294	145 787	153 076	160 730
Transfers and grants											
Cash transfers and grants		--	--	--	--	--	--	--	--	--	--
Non-cash transfers and grants		36 355	18 310	--	18 723	18 723	18 723	18 723	19 023	19 975	20 973
Total transfers and grants	1	36 355	18 310	--	18 723	18 723	18 723	18 723	19 023	19 975	20 973
Contracted services											
Security Services		15 133			28 510	26 750	25 413	25 413	20 000	21 000	22 050
Cleaning & Hygiene Services		2 298			2 320	2 320	2 204	2 204			
Cash Banking		138			--	--	--	--			
Alarm Monitoring		2			--	--	--	--			
Agency services					--	--	--	--			
Other contracted services		1 002	170 534	190 148	149 942	159 536	151 559	151 559	159 720	167 706	178 091
Consulting Fees		6 475			--	--	--	--			
ERP Support Services		2 383			--	--	--	--			
Consulting Chemist		6 282			--	--	--	--			
Internal Audit outsourced					--	--	--	--			
Pest Control		108			--	--	--	--			
Blockages contractors					--	--	--	--			
VTS Contractors		1 816			--	--	--	--			
Accounting and Banking Services					1 173	1 173	1 114	1 114			
Revenue Management Services					5 837	5 837	5 545	5 545			
Water Engineering Services					8 350	8 350	7 933	7 933			
Information Communication Technology					5 480	5 480	5 205	5 205			
Asset Management & Planning Tools & Municipal Insurance Services					4 200	4 200	3 990	3 990			
Contractors											
Consultants and Professional Services											
Contractors											
Total contracted services		35 647	170 534	190 148	205 812	213 646	202 964	202 964	179 720	188 706	198 141
Other Expenditure By Type											
Collection costs											
Contributions to 'other' provisions											
Audit fees		3 210			5 408	5 408	5 137	5 137	4 500	4 725	4 861
General expenses		66 981	182 004	185 427	--	--	--	--	44 448	45 670	49 004
Specialised Audit					915	915	869	869			
Repairs and Maintenance		64 160			73 774	71 774	68 185	68 185	131 579	138 158	145 088
Bank charges					4 500	4 500	4 275	4 275			
Electricity					1 463	1 463	1 409	1 409	77 425	81 298	85 351
Salga Subscription					1 895	1 895	1 895	1 895	4 200	4 410	4 531
Printing and Stationery		19 885			28 000	26 000	24 700	24 700			
Postage & Courier		2 067			--	--	--	--			
Fuel & Oil		1 271			--	--	--	--	24 000	25 200	26 460
Transport Costs & Motor Audit		819			2 500	2 500	2 375	2 375	12 000	12 600	13 230
Materials & Mobile Chemicals		1 958			1 000	1 000	950	950			
Workmen Compensation					1 200	1 200	1 140	1 140	3 500	3 675	3 859
Property Transfer					1 500	1 500	1 425	1 425			
Property Rates					51	36	34	34			
Vehicle Registration Licensing					80	30	28	28	1 500	1 575	1 654
Subscriptions & Membership					50	50	48	48			
PMS					600	400	380	380	20	21	22
Labour Relations					500	500	475	475	200	210	221
Flags and Slogans		2 107			3 000	2 500	2 375	2 375			
Political Parties Couros		2 978			--	--	--	--	1 150	1 208	1 268
Training and work study		1 395			--	--	--	--	1 915	2 011	2 111
Rent Offices & Public participation					50	50	48	48			
Rent Office Equipment		3 073			--	--	--	--	1 360	1 428	1 499
Meeting and logistics		1 016			1 107	507	481	481			
Events, Sport & Recreation		304			1 590	1 340	1 273	1 273			
Accommodation, seminars & travel		902			4 000	3 695	3 510	3 510			
Advertising		411			--	--	--	--	1 175	1 234	1 295
Telephone		4 719			6 500	6 500	6 175	6 175			
Garden Services		879			2 900	2 900	2 755	2 755			
Computer Licenses		1 780			--	--	--	--			
Legal Fees		4 542			--	--	--	--			
Insurance		1 263			1 500	1 500	1 425	1 425			
Computer Licenses		306			--	--	--	--			
Vehicle Tracking		2 394			--	--	--	--			
Water Research Fund											
Postage & Occupational Health									200		
Other Expenditure											
Total 'Other' Expenditure	1	229 534	364 008	185 427	376 642	288 717	274 281	274 281	309 171	324 420	340 641
By Expenditure Item	8										
Employee related costs											
Other materials											
Contracted Services											
Other Expenditure		54 503			88 769	88 769	88 769		79 258	83 221	87 382
Total Repairs and Maintenance Expenditure	9	54 503	--	--	88 769	88 769	88 769	--	79 258	83 221	87 382
check		--	--	--	--	--	--	--	--	--	--

References

1. Must reconcile with 'Budgeted Financial Performance (Revenue and Expenditure)
2. Must reconcile to supporting documentation on staff salaries

4. Expenditure to meet any 'unfunded obligations'

5 This sub-total must agree with the total on SA22, but excluding councillor and board member items

6. Include a note for each revenue item that is affected by 'revenue foregone'

House name from list - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)

Description	Ref	Vote 1 - Executive and Council	Vote 2 - Finance and Administration	Vote 3 - Community and public safety	Vote 4 - Sport and recreation	Vote 5 - Public safety	Vote 6 - Economic and environmental services	Vote 7 - Environmental protection	Vote 8 - Water management	Vote 9 - Waste water management	Vote 10 - Other	Vote 11 - Health	Vote 12 - [NAME OF VOTE 12]	Vote 13 - [NAME OF VOTE 13]	Vote 14 - [NAME OF VOTE 14]	Vote 15 - [NAME OF VOTE 15]	Total
thousand	1																
Revenue By Source																	
Property rates																	
Service charges - electricity revenue									552 868								552
Service charges - water revenue									93 508								93
Service charges - sanitation revenue																	
Service charges - refuse revenue																	
Rental of facilities and equipment		95					522										
Interest earned - external investments		2 535															2
Interest earned - outstanding debtors									765								
Dividends received																	
Fines, penalties and forfeits										8							
Licences and permits								400									
Agency services																	
Other revenue		5 833			88				2 080								8
Transfers and subsidies		4 468	134 669	9 068			50 839	20 309	264 850	15 300							499
Gains																	
Total Revenue (excluding capital transfers and contributions)		4 468	143 932	9 068	88		51 360	20 709	914 070	15 308							1 159
Expenditure By Type																	
Employee related costs		50 195	100 858				31 453	17 789	131 730	41 017							373
Remuneration of councillors		15 414															15
Debt impairment			40 314														40
Depreciation & asset impairment			13 638						16 072	140 054							169
Finance charges									218	2 304							2
Bulk purchases									145 787								145
Other materials		550	50	1 465	275				18 070	170							20
Contracted services		6 503	36 902	3 100	1 600	176	4 855	775	93 376	9 833		23 000					179
Transfers and subsidies							19 023										19
Other expenditure		1 800	111 855	803		300	3 174	825	190 143	271							309
Losses																	
Total Expenditure		74 461	303 616	5 368	1 875	476	58 305	19 390	585 396	193 449			23 000				1 275
Surplus/(Deficit)		(69 993)	(159 684)	3 700	(1 787)	(476)	(6 944)	1 319	318 675	(178 141)			(23 000)				(116)
Transfers and subsidies - capital (monetary allocations) - national / Provincial and District)									279 336								279
Transfers and subsidies - capital (monetary allocations) - national / Provincial Departmental Agencies, households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)																	
Transfers and subsidies - capital (in-kind - all)																	
Surplus/(Deficit) after capital transfers & contributions		(69 993)	(159 684)	3 700	(1 787)	(476)	(6 944)	1 319	598 011	(178 141)			(23 000)				163

References

Departmental columns to be based on municipal organisation structure

Choose name from list - Supporting Table SA3 Supporting detail to 'Budgeted Financial Position'

Process Name from Data Supporting Table and Supporting Account and Supporting Information								2020/21 Medium Term Revenue & Expenditure Framework			
Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23	
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast				Pre-audit outcome
In thousand											
ASSETS											
Consumer debtors											
Consumer debtors		391 289	402 833	507 298	531 530	587 538	587 538	587 538	601 659	631 742	663 32
Less: Provision for debt impairment		(289 985)	(288 172)		(426 179)	(420 466)	(420 466)	(420 466)	(420 466)	(441 490)	(463 56)
Total Consumer debtors	2	101 304	114 661	507 298	105 351	167 071	167 071	167 071	181 192	190 252	199 76
Debt impairment provision											
Balance at the beginning of the year		95 899	278 697	309 662	305 355	305 355	305 355	305 355	420 466	420 466	420 46
Contributions to the provision		(55 162)	12 901	35 436	13 546	143 926	143 926	143 926	40 314	42 329	44 44
Bad debts written off			(3 626)		(28 814)	(28 814)	(28 814)	(28 814)	(40 314)	(42 329)	(44 44)
Balance at end of year		40 737	288 172	345 099	290 087	420 466	420 466	420 466	420 466	420 466	420 46
Property, plant and equipment (PPE)											
PPE at cost/valuation (excl. finance leases)		3 929 693	8 890 500	4 748 977	9 243 242	9 795 657	9 795 657	9 795 657	10 071 580	10 575 159	11 103 91
Leases recognised as PPE						-	-	-			
Less: Accumulated depreciation			4 899 333		5 093 720	5 283 371	5 283 371	5 283 371	5 453 134	5 725 791	6 012 08
Total Property, plant and equipment (PPE)	2	3 929 693	3 991 167	4 748 977	4 149 521	4 512 286	4 512 286	4 512 286	4 618 446	4 849 368	5 091 83
LIABILITIES											
Current liabilities - Borrowing											
Short term loans (other than bank overdraft)		21 591	22 473		20 511	20 511	20 511	20 511	5 567	3 881	2 70
Current portion of long-term liabilities											
Total Current liabilities - Borrowing		21 591	22 473	-	20 511	20 511	20 511	20 511	5 567	3 881	2 70
Trade and other payables											
Trade Payables		172 994	178 497	886 420	118 638	735 812	735 812	735 812	335 812	352 602	370 23
Other creditors		1 400	103		109	476 488	476 488	476 488	476 488	500 312	525 32
Unspent conditional transfers			4 117		2 264	47 659	47 659	47 659	-	-	-
VAT			18 276		19 190	19 190	19 190	19 190	23 603	24 783	26 02
Total Trade and other payables	2	174 394	200 993	886 420	140 200	1 279 148	1 279 148	1 279 148	835 903	877 698	921 58
Non current liabilities - Borrowing											
Borrowing	4	105	84		52	73 223	73 223	73 223	54 098	37 711	26 28
Finance leases (including PPP asset element)											
Total Non current liabilities - Borrowing		105	84	-	52	73 223	73 223	73 223	54 098	37 711	26 28
Provisions - non-current											
Retirement benefits		16 002	34 028		21 867	21 867	21 867	21 867	20 774	19 735	18 74
Refuse landfill site rehabilitation						-	-	-			
Other					32	32	32	32	31	29	2
Total Provisions - non-current		16 002	34 028	-	21 900	21 900	21 900	21 900	20 805	19 764	18 77
CHANGES IN NET ASSETS											
Accumulated Surplus/(Deficit)											
Accumulated Surplus/(Deficit) - opening balance		3 923 013	3 923 873	3 963 111	3 944 645	3 944 645	3 944 645	3 944 645	4 092 950	4 248 881	4 412 60
GRAP adjustments											
Restated balance		3 923 013	3 923 873	3 963 111	3 944 645	3 944 645	3 944 645	3 944 645	4 092 950	4 248 881	4 412 60
Surplus/(Deficit)		(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 003	176 990	185 84
Transfers to/from Reserves											
Depreciation offsets											
Other adjustments		124 368	244 553	688 210	(89 261)	264 810	260 525	264 135	245 900	252 358	264 97
Accumulated Surplus/(Deficit)	1	3 993 877	4 007 815	4 519 678	4 176 102	4 342 488	4 342 488	4 342 488	4 501 853	4 678 229	4 863 42
Reserves											
Housing Development Fund											
Capital replacement											
Self-insurance											
Other reserves											
Revaluation											
Total Reserves	2	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	2	3 993 877	4 007 815	4 519 678	4 176 102	4 342 488	4 342 488	4 342 488	4 501 853	4 678 229	4 863 42

choose name from list - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)

Strategic Objective	Goal	Goal Code	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
thousand												
Good Governance	Financial Management			185		206	472 385	472 385	472 385	501 357	526 425	552 74
Good Governance	Human Resources Management										-	
Good Governance	Support services			1		3	5 073	5 073			-	
Good Governance	Institutional Transformation										-	
Good Governance	Strategic Planning			0		0	550	550	550	1 000	1 050	1 110
Economic Development	Agricultural Market			0		1	-	-			-	
Economic Development	Local Economic Development			6		23	-	-		19 023	19 975	20 910
Environmental Protection	Environmental Services			17		2	-	-		500	525	510
Community	Sports & Recreation			0		0	-	-		6 204	6 514	6 810
Safety & Security	Fire Fighting			2		2	-	-			-	
Safety & Security	Disaster Management			10		6				9 068	9 521	9 910
Sustainable Services	Sanitation			113		110	222 907	222 907	222 907	114 174	119 883	125 810
Sustainable Services	Water			1 065 610	1 082 275	1 089 413	813 139	709 252	655 692	787 012	831 989	873 510
Allocations to other priorities				2								
Total Revenue (excluding capital transfers and contributions)				1	1 065 944	1 082 275	1 069 767	1 514 055	1 410 167	1 351 534	1 438 338	1 515 882
Differences												
Total revenue must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)												
Balance of allocations not directly linked to an IDP strategic objective												
check op revenue balance					0	(0)	0	-	(3)	0	-	0

Choose name from list - Supporting Table SA5 Reconciliation of IDP strategic objectives and budget (operating expenditure)

Choose name from list - Supporting Table SA5 Reconciliation of IDP Strategic Objectives and Budget (Operating Expenditure)												
Strategic Objective	Goal	Goal Code	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand												
Financial Viability	Financial Management			22	22		50					
Good Governance	Human Resources Management			339	339	404 486	369 332	369 332	369 332	388 694	408 128	428 535
Good Governance	Communication Services										-	-
Good Governance	Public Participation			2	2	2	716			416	437	459
Good Governance	Support Services										-	-
Good Governance	Strategic Planning			0	0	0	550	550	550	1 000	1 050	1 103
Good Governance	Shared Services Strategy										-	-
Institutional Transformation	Skills Training & Development			2	2	2	3 000	3 000	3 000	1 915	2 011	2 111
Institutional Transformation	Employee Assistance Programmes			0	0		120	120	120	100	105	110
Social Development	Occupational Health & Safety			1	1	1	150	150	150	200	210	221
Social Development	Special Programmes			5	5	5				2 401	2 521	2 647
Social Development	Culture										-	-
Social Development	Sports Development			3	3	3				1 633	1 714	1 800
Economic Development	Agricultural Market			1	1	1					-	-
Economic Development	Local Economic Development			2	2	2	5 381	5 381	5 381	5 481	5 755	6 043
Economic Development	Tourism Marketing			7	7	7	7 246	7 246	7 246	6 196	6 506	6 832
Economic Development	Tourism Development			5	7	7	6 096	6 096	6 096	7 346	7 713	8 098
Environmental Protection	Climate Change Vulnerability Assessment										-	-
Environmental Protection	Environmental Services			2	2	2	1 700	16 659	16 659	19 390	20 359	21 377
Environmental Protection	Waste Management										-	-
Environmental Protection	Coastal Management										-	-
Environmental Protection	Air Quality Management			0	0	0	57	-	-		-	-
Safety & Security	Fire Fighting			0	0	0					-	-

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Safety & Security	Disaster Management		5	5	5	3 300	3 300	3 300	2 803	2 943	3 091
Safety & Security	Security Measures		15	15	15	22 500	26 750	26 750	23 000	24 150	25 358
Safety & Security	Crime Prevention Programmes									—	—
Sustainable Services	Sanitation		70	70	70	112 679	112 679	112 679	153 274	160 938	168 985
Sustainable Services	VIP Toilets		11	11		10 000	10 000	10 000	—	—	—
Sustainable Services	Water Distribution		1 118 956	1 242 392	796 823	650 459	715 874	652 953	661 486	694 350	729 067
Allocations to other priorities											
Total Expenditure			1	1 119 446	1 242 886	1 201 410	1 193 337	1 277 137	1 214 216	1 275 335	1 338 892

References

1. Total expenditure must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

2. Balance of allocations not directly linked to an IDP strategic objective

check op expenditure balance	—	0	—	—	(0)	(0)	0	0	0
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Choose name from list - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)

Strategic Objective	Goal	Goal Code	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand												
Good Governance	Support services	A		13 797	45 789		26 500	6 556	6 228	30 950	32 498	34 122
Good Governance	Human Resources Management	B		268 726	1 948		753					
Good Governance	Vehicle Replacement Programme (Fleet Management)	C										
Good Governance	Financial Management / IA	D										
Good Governance	Legal Services	E										
Good Governance	Financial Management	F										
Institutional Transformation	Office centralisation	I										
Sustainable Services	Water	H		33 616	201 025		213 585	197 071	187 217	189 444	198 916	208 862
Sustainable Services	Sanitation	I			43 182		45 966	59 236	56 274	55 629	58 305	61 221
		J										
		K										
		L										
		M										
		N										
		O										
		P										
Allocations to other priorities				3								
Total Capital Expenditure				1	316 139	291 944	--	286 805	262 862	249 719	275 923	289 719

References

1. Total capital expenditure must reconcile to Budgeted Capital Expenditure
2. Goal code must be used on Table SA36
3. Balance of allocations not directly linked to an IDP strategic objective
check capital balance

Choose name from list - Supporting Table SA8 Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
<u>Borrowing Management</u>											
Credit Rating											
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	2.6%	2.5%	2.8%	2.2%	2.3%	2.4%	2.4%	0.8%	0.7%	0.6%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	8.1%	9.3%	10.3%	3.6%	4.7%	4.9%	5.0%	1.6%	1.4%	1.2%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<u>Safety of Capital</u>											
Gearing	Long Term Borrowing/ Funds & Reserves	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<u>Liquidity</u>											
Current Ratio	Current assets/current liabilities	1.4	1.0	0.7	1.0	0.7	0.7	0.7	0.6	0.5	
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	1.4	1.0	0.7	1.0	0.7	0.7	0.7	0.6	0.5	
Liquidity Ratio	Monetary Assets/Current Liabilities	0.9	0.2	0.1	0.0	0.0	0.0	0.0	0.1	0.1	
<u>Revenue Management</u>											
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		92.0%	98.7%	97.8%	80.2%	81.8%	86.1%	86.6%	97.8%	102.7%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		92.0%	98.7%	97.8%	60.1%	81.8%	86.1%	86.6%	97.8%	102.7%	102.7%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	13.4%	27.3%	78.4%	16.5%	88.6%	93.2%	93.5%	47.5%	37.5%	29.3%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old										
<u>Creditors Management</u>											
Creditors System Efficiency	% of Creditors Paid Within Terms (within 'MFMA' s 65(e))										
Creditors to Cash and Investments		95.9%	427.0%	1615.4%	208.8%	958.7%	958.7%	958.7%	158.8%	91.4%	65.1%
<u>Other Indicators</u>											
Electricity Distribution Losses (2)	Total Volume Losses (kW)										
	Total Cost of Losses (Rand '000)										
	% Volume (units purchased and generated less units sold)/units purchased and generated										
Water Distribution Losses (2)	Total Volume Losses (kl)										
	Total Cost of Losses (Rand '000)										
	% Volume (units purchased and generated less units sold)/units purchased and generated										
Employee costs	Employee costs/(Total Revenue - capital revenue)	54.2%	47.2%	52.0%	30.1%	31.5%	31.5%	31.6%	32.2%	32.0%	32.0%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	45.3%	49.1%	53.9%	31.2%	33.9%	33.9%		33.5%	33.4%	33.4%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	7.2%	0.0%	0.0%	7.0%	7.6%	8.0%		6.8%	6.8%	6.8%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	28.3%	28.9%	32.3%	4.1%	20.9%	20.9%	21.0%	14.9%	14.8%	14.8%
<u>IDP regulation financial viability Indicators</u>											
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	17.1	14.4	11.5	26.1	26.1	26.1	58.9	74.2	87.5	9
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	32.0%	65.8%	197.5%	29.4%	168.1%	176.9%	178.0%	84.9%	66.9%	52.2%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	3.2	0.7	0.8	0.8	1.1	1.2	1.2	2.9	5.0	

References

1. Consumer debtors > 12 months old are excluded from current assets
2. Only include if services provided by the municipality

Choose name from list Supporting Table SA10 Funding measurement

Description	MFMA section	Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Funding measures												
Cash/cash equivalents at the year end - R000	18(1)b	1	180 353	41 801	54 874	56 813	76 750	76 750	76 750	210 190	385 777	589 042
Cash + investments at the yr end less applications - R000	18(1)b	2	96 756	87 701	(238 951)	10 180	(335 094)	(290 456)	(284 953)	(277 440)	(388 106)	(518 178)
Cash year end/monthly employee/supplier payments	18(1)b	3	3.2	0.7	0.8	0.8	1.1	1.2	1.2	2.9	5.0	7.0
Surplus/(Deficit) excluding depreciation offsets; R000	18(1)	4	(53 504)	(160 611)	(131 643)	320 718	133 033	137 318	133 708	163 093	176 990	185 840
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	N.A.	(2.4%)	(11.7%)	126.9%	(19.6%)	(11.0%)	(6.6%)	(1.2%)	(0.1%)	(1.0%)
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	94.9%	101.7%	96.4%	60.3%	81.7%	86.0%	86.5%	98.3%	101.2%	101.2%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	22.1%	(3.7%)	0.0%	0.0%	1.6%	1.6%	1.6%	6.2%	6.2%	6.2%
Capital payments % of capital expenditure	18(1)c,(19)	8	100.6%	100.0%	0.0%	123.0%	100.0%	105.3%	110.8%	85.6%	85.6%	85.6%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10								0.0%	0.0%	0.0%
Current consumer debtors % change - Incr(decr)	18(1)a	11	N.A.	112.1%	184.0%	(65.5%)	383.1%	0.0%	0.0%	(47.1%)	(16.6%)	(18.1%)
Long term receivables % change - Incr(decr)	18(1)a	12	N.A.	0.0%	314.9%	(74.7%)	514.3%	0.0%	0.0%	5.0%	5.0%	5.0%
R&M % of Property Plant & Equipment	20(1)(v)	13	1.4%	0.0%	0.0%	2.1%	2.0%	2.0%	1.8%	1.7%	1.7%	1.7%
Asset renewal % of capital budget	20(1)(v)	14	0.0%	0.0%	0.0%	45.2%	40.7%	40.7%	0.0%	14.9%	14.9%	14.9%

References

1. Positive cash balances indicative of minimum compliance - subject to 2
2. Deduct cash and investment applications (defined) from cash balances
3. Indicative of sufficient liquidity to meet average monthly operating payments
4. Indicative of funded operational requirements
5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
6. Realistic average cash collection forecasts as % of annual billed revenue
7. Realistic average increase in debt impairment (doubtful debt) provision
8. Indicative of planned capital expenditure level & cash payment timing
9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing
10. Substantiation of National/Province allocations included in budget
11. Indicative of realistic current arrears debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
12. Indicative of realistic long term arrears debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
13. Indicative of a credible allowance for repairs & maintenance of assets - functioning assets revenue protection
14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan) - functioning assets revenue protection

14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - budgeted capital grant - balancing assets revenue provision)											
Supporting Indicators											
% Incr total service charges (incl prop rates)	18(1)a		3.6%	(5.7%)	132.9%	(13.6%)	(5.0%)	(0.6%)	4.8%	5.9%	5.0%
% Incr Property Tax	18(1)a		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% Incr Service charges - electricity revenue	18(1)a		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% Incr Service charges - water revenue	18(1)a		(5.0%)	8.7%	170.4%	(6.8%)	(5.0%)	0.0%	2.0%	5.0%	5.0%
% Incr Service charges - sanitation revenue	18(1)a		20.3%	(28.0%)	45.2%	(43.6%)	(5.0%)	(5.0%)	24.5%	11.0%	5.0%
% Incr Service charges - refuse revenue	18(1)a		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% Incr in	18(1)a		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total billable revenue	18(1)a	314 126	325 343	306 736	714 455	616 985	586 136	582 568	646 376	684 321	718 537
Service charges		314 126	325 343	306 736	714 455	616 985	586 136	582 568	646 376	684 321	718 537
Property rates		-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue		-	-	-	-	-	-	-	-	-	-
Service charges - water revenue		208 163	197 819	214 971	581 218	541 866	514 773	514 773	552 868	580 511	609 537
Service charges - sanitation revenue		105 963	127 524	91 765	133 237	75 119	71 363	67 795	93 508	103 810	109 001
Service charges - refuse removal		-	-	-	-	-	-	-	-	-	-
Service charges - other		-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		2 545	1 391	2 205	740	740	703	703	617	648	680
Capital expenditure excluding capital grant funding		13 797	47 736	-	49 700	17 408	16 535	15 709	48 160	50 568	53 096
Cash receipts from ratepayers	18(1)a	316 571	336 844	308 769	433 000	506 537	506 537	506 537	632 922	704 046	739 248
Ratepayer & Other revenue	18(1)a	333 444	331 252	320 168	718 617	620 250	589 238	585 628	656 965	695 440	730 212
Change in consumer debtors (current and non-current)		155 231	113 635	395 655	(399 951)	428 099	428 099	428 099	339 392	(91 158)	(62 825)
Operating and Capital Grant Revenue	18(1)a	707 580	747 543	741 753	792 200	787 385	759 888	759 888	778 838	817 780	858 669
Capital expenditure - total	20(1)(vi)	316 139	291 944	-	286 805	262 862	249 719	237 233	275 923	289 719	304 205
Capital expenditure - renewal	20(1)(vi)	-	-	-	129 686	106 857	101 514	-	41 145	43 202	45 362
Supporting benchmarks											
Growth guideline maximum		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
CPI guideline		4.3%	3.9%	4.8%	5.0%	5.0%	5.0%	5.0%	5.4%	5.6%	5.4%
DoRA operating grants total MFY											
DoRA capital grants total MFY											
Provincial operating grants											
Provincial capital grants											
District Municipality grants											
Total gazetted/advised national, provincial and district grants									-	-	
Average annual collection rate (arrears inclusive)											
DoRA operating											
Local Government Equitable Share									412 402	447 801	482 728
RSG Levy Replacement									88 955	96 440	103 428
Finance Management									1 800	1 800	2 000
EPWP Incentive									4 488	-	-
Rural Roads Asset Management Systems Grant									2 685	2 833	2 997
									510 310	548 874	591 153
DoRA capital											
Municipal Infrastructure Grant (MIG)									239 336	261 301	277 374
Water Services Infrastructure Grant									50 000	52 350	50 343
									289 336	313 651	327 717

Trend												
Change in consumer debtors (current and non-current)	155 231	113 635	395 655	428 089	339 392	(91 158)	(82 825)	--	--	--	--	--
Total Operating Revenue	755 645	786 424	778 479	1 276 950	1 172 721	1 114 085	1 110 475	1 159 002	1 222 579	1 283 708		
Total Operating Expenditure	1 119 448	1 242 886	1 201 410	1 193 337	1 277 137	1 214 216	1 214 216	1 275 335	1 338 892	1 405 836		
Operating Performance Surplus/(Deficit)	(363 803)	(456 462)	(422 931)	83 613	(104 416)	(100 132)	(103 742)	(116 333)	(116 312)	(122 128)		
Cash and Cash Equivalents (30 June 2012)								210 190				
Revenue												
% Increase in Total Operating Revenue		4.1%	(1.0%)	64.0%	(8.2%)	(5.0%)	(0.3%)	(1.2%)	5.5%	5.0%		
% Increase in Property Rates Revenue		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		
% Increase in Electricity Revenue		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		
% Increase in Property Rates & Services Charges		3.6%	(5.7%)	132.9%	(13.6%)	(5.0%)	(0.5%)	4.8%	5.9%	5.0%		
Expenditure												
% Increase in Total Operating Expenditure		11.0%	(3.3%)	(0.7%)	7.0%	(4.9%)	0.0%	(0.1%)	5.0%	5.0%		
% Increase in Employee Costs		(9.5%)	9.0%	(5.1%)	(3.8%)	(5.0%)	0.0%	0.0%	5.0%	5.0%		
% Increase in Electricity Bulk Purchases		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		
Average Cost Per Budgeted Employee Position (Remuneration)			519212.0706	430457.1446				0				
Average Cost Per Councillor (Remuneration)			269726.8	402603.3714				0				
R&M % of PPE	1.4%	0.0%	0.0%	2.1%	2.0%	2.0%		1.7%	1.7%	1.7%		
Asset Renewal and R&M as a % of PPE	3.0%	7.0%	0.0%	11.0%	10.0%	0.0%		0.0%	0.0%	0.0%		
Debt Impairment % of Total Billable Revenue	22.1%	(3.7%)	0.0%	0.0%	1.6%	1.6%	1.6%	6.2%	6.2%	6.2%		
Capital Revenue												
Internally Funded & Other (R'000)	13 797	47 736	--	49 700	17 405	16 535	15 709	48 160	50 568	53 096		
Borrowing (R'000)	--	--	--	--	--	--	--	--	--	--		
Grant Funding and Other (R'000)	302 342	244 207	--	237 105	245 457	233 164	221 525	227 763	239 151	251 109		
Internally Generated funds % of Non Grant Funding	100.0%	100.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%		
Borrowing % of Non Grant Funding	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		
Grant Funding % of Total Funding	95.6%	83.6%	0.0%	82.7%	93.4%	93.4%	93.4%	82.5%	82.5%	82.5%		
Capital Expenditure												
Total Capital Programme (R'000)	316 139	291 944	--	266 805	262 862	249 719	237 233	275 923	289 719	304 205		
Asset Renewal	58 045	291 944	--	416 491	369 720	351 234	351 234	317 068	332 921	349 667		
Asset Renewal % of Total Capital Expenditure	18.4%	100.0%	0.0%	145.2%	140.7%	140.7%	148.1%	114.9%	114.9%	114.9%		
Cash												
Cash Receipts % of Rate Payer & Other	94.9%	101.7%	96.4%	60.3%	81.7%	86.0%	86.5%	96.3%	101.2%	101.2%		
Cash Coverage Ratio	0	0	0	0	0	0	0	0	0	0		
Borrowing												
Credit Rating (2009/10)								0				
Capital Charges to Operating	2.6%	2.5%	2.8%	2.2%	2.3%	2.4%	2.4%	0.8%	0.7%	0.6%		
Borrowing Receipts % of Capital Expenditure	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		
Reserves												
Surplus/(Deficit)	96 756	87 701	(238 951)	10 180	(335 094)	(290 456)	(284 953)	(277 440)	(388 106)	(518 178)		
Free Services												
Free Basic Services as a % of Equitable Share	26.3%	0.0%	0.0%	40.8%	0.0%	0.0%		0.0%	0.0%	0.0%		
Free Services as a % of Operating Revenue (excl operational transfers)	0.0%	0.0%	0.0%	0.0%	0.2%	0.2%		0.0%	0.0%	0.0%		
High Level Outcome of Funding Compliance												
Total Operating Revenue	755 645	786 424	778 479	1 276 950	1 172 721	1 114 085	1 110 475	1 159 002	1 222 579	1 283 708		
Total Operating Expenditure	1 119 448	1 242 886	1 201 410	1 193 337	1 277 137	1 214 216	1 214 216	1 275 335	1 338 892	1 405 836		
Surplus/(Deficit) Budgeted Operating Statement	(363 803)	(456 462)	(422 931)	83 613	(104 416)	(100 132)	(103 742)	(116 333)	(116 312)	(122 128)		
Surplus/(Deficit) Considering Reserves and Cash Backing	96 756	87 701	(238 951)	10 180	(335 094)	(290 456)	(284 953)	(277 440)	(388 106)	(518 178)		
MTREF Funded (1) / Unfunded (0)	15 1	1 0	0 1	1 0	0 0	0 0	0 0	0 0	0 0	0 0		
MTREF Funded ✓ / Unfunded ✗	15 ✓	✓ ✗	✗ ✗	✓ ✗	✗ ✗	✗ ✗	✗ ✗	✗ ✗	✗ ✗	✗ ✗		

References

15. Subject to figures provided in Schedule.

Choose name from list - Supporting Table SA13a Service Tariffs by category

Description	Ref	Provide description of tariff structure where appropriate	2016/17	2017/18	2018/19	Current Year 2019/20	2020/21 Medium Term Revenue & Expenditure Framework		
							Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Property rates (rate in the Rand)	1								
Residential properties									
Residential properties - vacant land									
Formal/informal settlements									
Small holdings									
Farm properties - used									
Farm properties - not used									
Industrial properties									
Business and commercial properties									
Communal land - residential									
Communal land - small holdings									
Communal land - farm property									
Communal land - business and commercial									
Communal land - other									
State-owned properties									
Municipal properties									
Public service infrastructure									
Privately owned towns serviced by the owner									
State trust land									
Restitution and redistribution properties									
Protected areas									
National monuments properties									
Exemptions, reductions and rebates (Rands)									
Residential properties			15 000	15 000	15 000	15 000	15 000	15 000	15 000
R15 000 threshold rebate									
General residential rebate									
Indigent rebate or exemption									
Pensioners/social grants rebate or exemption									
Temporary relief rebate or exemption									
Bona fide farmers rebate or exemption									
Other rebates or exemptions	2								
Water tariffs									
Domestic									
Basic charge/flat fee (Rands/month)			269	269	269	318	343	360	378
Service point - vacant land (Rands/month)									
Water usage - flat rate tariff (c/k)			4	4	4	5	5	5	6
Water usage - life line tariff									
Water usage - Block 1 (c/k)		(fill in thresholds)							
Water usage - Block 2 (c/k)		(fill in thresholds)							
Water usage - Block 3 (c/k)		(fill in thresholds)							
Water usage - Block 4 (c/k)		(fill in thresholds)							
Other	2		511	546	575	679	733	770	809
Waste water tariffs									
Domestic									
Basic charge/flat fee (Rands/month)			141	150	158	187	202	212	223
Service point - vacant land (Rands/month)			1 764	1 867	1 987	2 345	2 532	2 859	2 792
Waste water - flat rate tariff (c/k)									
Volumetric charge - Block 1 (c/k)		(fill in structure)	11	12	13	15	16	17	18
Volumetric charge - Block 2 (c/k)		(fill in structure)	18	20	21	24	26	28	29
Volumetric charge - Block 3 (c/k)		(fill in structure)	23	25	26	31	33	35	36

References

1. If properties are not rated or zero rated this must be indicated as such
2. Please provide detailed descriptions on Sheet SA13b

Choose name from list - Supporting Table SA13b Service Tariffs by category - explanatory

[illegible]

Choose name from list - Supporting Table SA14 Household bills

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21 % incr.	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
land/cent											
Monthly Account for Household - 'Middle Income Range'	1										
rates and services charges:											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy		146.56	156.81	164.70	194.35	194.35	194.35	8.0%	209.89	220.39	231.4
Water: Consumption		344.13	368.22	386.74	456.35	456.35	456.35	8.0%	492.86	517.50	543.3
Sanitation		410.05	438.75	460.82	543.77	543.77	543.77	8.0%	587.27	616.63	647.4
Refuse removal											
Other											
sub-total		900.74	963.78	1 012.25	1 194.47	1 194.47	1 194.47	8.0%	1 290.02	1 354.53	1 422.2
VAT on Services											
total large household bill:		900.74	963.78	1 012.25	1 194.47	1 194.47	1 194.47	8.0%	1 290.02	1 354.53	1 422.2
% increase/-decrease			7.0%	5.0%	18.0%	-	-	8.0%	8.0%	5.0%	5.0%
Monthly Account for Household - 'Affordable Range'	2										
rates and services charges:											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy		146.56	138.65	145.63	171.84	171.84	171.84	8.0%	185.59	194.87	204.6
Water: Consumption		344.13	271.31	284.96	336.25	336.25	336.25	8.0%	363.15	381.31	400.3
Sanitation		410.05	371.06	389.72	459.87	459.87	459.87	8.0%	496.66	521.49	547.5
Refuse removal											
Other											
sub-total		900.74	781.02	820.31	967.97	967.97	967.97	8.0%	1 045.40	1 097.67	1 152.5
VAT on Services											
total small household bill:		900.74	781.02	820.31	967.97	967.97	967.97	8.0%	1 045.40	1 097.67	1 152.5
% increase/-decrease			(13.3%)	5.0%	18.0%	-	-	8.0%	8.0%	5.0%	5.0%
Monthly Account for Household - 'Indigent' household receiving free basic services	3										
rates and services charges:											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy		146.56	138.65	145.63	171.84	171.84	171.84	8.0%	185.59	194.87	204.6
Water: Consumption		344.13	271.31	284.96	336.25	336.25	336.25	8.0%	363.15	381.31	400.3
Sanitation		410.05	371.06	389.72	459.87	459.87	459.87	8.0%	496.66	521.49	547.5
Refuse removal											
Other											
sub-total		900.74	781.02	820.31	967.97	967.97	967.97	8.0%	1 045.40	1 097.67	1 152.5
VAT on Services											
total small household bill:		900.74	781.02	820.31	967.97	967.97	967.97	8.0%	1 045.40	1 097.67	1 152.5
% increase/-decrease			(13.3%)	5.0%	18.0%	-	-	8.0%	8.0%	5.0%	5.0%

References

- 1. Use as basis property value of R700 000, 1 000 kWh electricity and 30kl water
- 2. Use as basis property value of R500 000 and R700 000, 500 kWh electricity and 25kl water
- 3. Use as basis property value of R 300 000, 350kWh electricity and 20kl water (50 kWh electricity and 6 kl water free)

Choose name from list - Supporting Table SA15 Investment particulars by type

Investment type	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
thousand										
arent municipality										
Securities - National Government										
Listed Corporate Bonds										
Deposits - Bank		174	25		5	5	5	7	9	
Deposits - Public Investment Commissioners										
Deposits - Corporation for Public Deposits										
Bankers Acceptance Certificates										
Negotiable Certificates of Deposit - Banks										
Guaranteed Endowment Policies (sinking)										
Repurchase Agreements - Banks										
Municipal Bonds										
municipality sub-total	1	174	25	-	5	5	5	7	9	
ntities										
Securities - National Government										
Listed Corporate Bonds										
Deposits - Bank										
Deposits - Public Investment Commissioners										
Deposits - Corporation for Public Deposits										
Bankers Acceptance Certificates										
Negotiable Certificates of Deposit - Banks										
Guaranteed Endowment Policies (sinking)										
Repurchase Agreements - Banks										
ntities sub-total		-	-	-	-	-	-	-	-	-
onsolidated total:		174	25	-	5	5	5	7	9	

References

Total investments must reconcile to Budgeted Financial Position ('current' call investment deposits plus 'non-current' investments)

Choose name from list - Supporting Table SA17 Borrowing

Borrowing - Categorised by type	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand										
Parent municipality										
Annuity and Bullet Loans		105	84	36	52	27	27	11	10	8
Long-Term Loans (non-annuity)										
Local registered stock										
Instalment Credit										
Financial Leases										
PPP liabilities										
Finance Granted By Cap Equipment Supplier										
Marketable Bonds										
Non-Marketable Bonds										
Bankers Acceptances										
Financial derivatives										
Other Securities										
Municipality sub-total	1	105	84	36	52	27	27	11	10	8
Entities										
Annuity and Bullet Loans										
Long-Term Loans (non-annuity)										
Local registered stock										
Instalment Credit										
Financial Leases										
PPP liabilities										
Finance Granted By Cap Equipment Supplier										
Marketable Bonds										
Non-Marketable Bonds										
Bankers Acceptances										
Financial derivatives										
Other Securities										
Entities sub-total	1	-	-	-	-	-	-	-	-	-
Total Borrowing	1	105	84	36	52	27	27	11	10	8

Unspent Borrowing - Categorised by type										
Parent municipality										
Long-Term Loans (annuity/reducing balance)										
Long-Term Loans (non-annuity)										
Local registered stock										
Instalment Credit										
Financial Leases										
PPP liabilities										
Finance Granted By Cap Equipment Supplier										
Marketable Bonds										
Non-Marketable Bonds										
Bankers Acceptances										
Financial derivatives										
Other Securities										
Municipality sub-total	1	-	-	-	-	-	-	-	-	-
Entities										
Long-Term Loans (annuity/reducing balance)										
Long-Term Loans (non-annuity)										
Local registered stock										
Instalment Credit										
Financial Leases										
PPP liabilities										
Finance Granted By Cap Equipment Supplier										
Marketable Bonds										
Non-Marketable Bonds										
Bankers Acceptances										
Financial derivatives										
Other Securities										
Entities sub-total	1	-	-	-	-	-	-	-	-	-
Total Unspent Borrowing	1	-	-	-	-	-	-	-	-	-

References

1. Total borrowing must reconcile to Budgeted Financial Position (Borrowing - non-current)

check borrowing balance	-	-	36	-	(73 196)	(73 196)	(54 087)	(37 701)	(26 280)
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Choose name from list - Supporting Table SA18 Transfers and grant receipts

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
thousand										
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		382 089	418 085	443 619	472 053	472 053	472 053	510 310	548 874	591 15
Local Government Equitable Share		312 458	342 776	360 637	381 008	381 008	381 008	412 402	447 801	482 72
RSC Levy Replacement		63 873	68 900	75 204	81 836	81 836	81 836	88 955	96 440	103 42
Finance Management		1 460	1 795	1 865	1 865	1 865	1 865	1 800	1 800	2 00
EPWP Incentive		1 788	1 956	3 260	4 523	4 523	4 523	4 468	-	-
Rural Roads Asset Management Systems Grant		2 510	2 658	2 663	2 821	2 821	2 821	2 685	2 833	2 96
Other transfers/grants [insert description]										
Provincial Government:		-	-	-	-	-	-	6 587	-	-
Sport and Recreation								5 587	-	-
Spatial Development Framework								1 000	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]										
total Operating Transfers and Grants	5	382 089	418 085	443 619	472 053	472 053	472 053	516 897	548 874	591 15
Capital Transfers and Grants										
National Government:		292	295 851	55 236	291 038	291 038	291 038	289 336	313 651	327 71
Municipal Infrastructure Grant (MIG)		234	245 479	236	241 038	241 038	241 038	239 336	261 301	277 37
Water Services Infrastructure Grant		59	50 372	55 000	50 000	50 000	50 000	50 000	52 350	50 34
Provincial Government:		-	-	-	-	-	-	-	-	-
Other capital transfers/grants [insert description]										
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]										
total Capital Transfers and Grants	5	292	295 851	55 236	291 038	291 038	291 038	289 336	313 651	327 71
TOTAL RECEIPTS OF TRANSFERS & GRANTS		382 381	713 936	498 855	763 091	763 091	763 091	806 233	862 525	918 87

References

Each transfer/grant is listed by name as gazetted together with the name of the transferring department or municipality, donor or other organisation
Amounts actually RECEIVED; not revenue recognised (objective is to confirm grants transferred)

Replacement of RSC levies

Housing subsidies for housing where ownership transferred to organisations or persons outside the control of the municipality

Total transfers and grants must reconcile to Budgeted Cash Flows

Motor vehicle licensing refunds to be included under 'agency' services (Not Grant Receipts)

Choose name from list - Supporting Table SA19 Expenditure on transfers and grant programme

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
thousand										
EXPENDITURE:	1									
operating expenditure of Transfers and Grants										
National Government:		382	418 085	443 619	472 053	472 053	472 053	563 576	548 874	591 15
Local Government Equitable Share		312	342 776	360 637	381 008	381 008	381 008	412 402	447 801	482 72
RSC Levy Replacement		64	68 900	75 204	81 836	81 836	81 836	88 955	96 440	103 42
Finance Management		1	1 795	1 865	1 865	1 865	1 865	1 800	1 800	2 00
EPWP Incentive		2	2 658	3 250	4 523	4 523	4 523	4 468	-	-
Rural Roads Asset Management Systems Grant		3	1 956	2 663	2 821	2 821	2 821	2 685	2 833	2 96
WSIG Grant Opex								500		-
Municipal Infrastructure Grant Opex								52 766		-
Provincial Government:		-	-	-	-	-	-	6 587	-	-
Sport and Recreation								5 587	-	-
Spatial Development Framework								1 000	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]										
total operating expenditure of Transfers and Grants:		382	418 085	443 619	472 053	472 053	472 053	570 163	548 874	591 15
capital expenditure of Transfers and Grants										
National Government:		223	300 479	285 889	291 038	291 038	291 038	236 070	313 651	327 7
Municipal Infrastructure Grant (MIG)		223 144	245 479	235 889	241 038	241 038	241 038	186 570	261 301	277 3
Water Services Infrastructure Grant			55 000	50 000	50 000	50 000	50 000	49 500	52 350	50 3
Provincial Government:		-	-	-	-	-	-	-	-	-
Other capital transfers/grants [insert description]										
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]										
total capital expenditure of Transfers and Grants		223	300 479	285 889	291 038	291 038	291 038	236 070	313 651	327 7
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		605	718 564	729 508	763 091	763 091	763 091	806 233	862 525	918 8

References

Expenditure must be separately listed for each transfer or grant received or recognised

Choose name from list - Supporting Table SA21 Transfers and grants made by the municipality

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20				2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year 2022/23
thousand											
<u>Cash Transfers to other municipalities</u> <i>Insert description</i>	1										
Total Cash Transfers To Municipalities:		--	--	--	--	--	--	--	--	--	--
<u>Cash Transfers to Entities/Other External Mechanisms</u> <i>Insert description</i>	2										
Total Cash Transfers To Entities/Em's		--	--	--	--	--	--	--	--	--	--
<u>Cash Transfers to other Organs of State</u> <i>Insert description</i>	3										
Total Cash Transfers To Other Organs Of State:		--	--	--	--	--	--	--	--	--	--
<u>Cash Transfers to Organisations</u> <i>Insert description</i>											
Total Cash Transfers To Organisations		--	--	--	--	--	--	--	--	--	--
<u>Cash Transfers to Groups of Individuals</u> <i>Insert description</i>											
Total Cash Transfers To Groups Of Individuals:		--	--	--	--	--	--	--	--	--	--
TOTAL CASH TRANSFERS AND GRANTS	6	--	--	--	--	--	--	--	--	--	--
<u>Non-Cash Transfers to other municipalities</u> <i>Insert description</i>	1										
Total Non-Cash Transfers To Municipalities:		--	--	--	--	--	--	--	--	--	--
<u>Non-Cash Transfers to Entities/Other External Mechanisms</u> South Coast Development Agency Tourism Development Tourism Marketing	2	36 355	5 788	--	5 381	5 381	5 381	5 381	5 481	5 755	6 000
Total Non-Cash Transfers To Entities/Em's		36 355	18 310	--	18 723	18 723	18 723	18 723	19 023	19 975	20 975
<u>Non-Cash Transfers to other Organs of State</u> <i>Insert description</i>	3										
Total Non-Cash Transfers To Other Organs Of State:		--	--	--	--	--	--	--	--	--	--
<u>Non-Cash Grants to Organisations</u> <i>Insert description</i>	4										
Total Non-Cash Grants To Organisations		--	--	--	--	--	--	--	--	--	--
<u>Non-Cash Grants to Groups of Individuals</u> <i>Insert description</i>	5										
Total Non-Cash Grants To Groups Of Individuals:		--	--	--	--	--	--	--	--	--	--
TOTAL NON-CASH TRANSFERS AND GRANTS		36 355	18 310	--	18 723	18 723	18 723	18 723	19 023	19 975	20 975
TOTAL TRANSFERS AND GRANTS	6	36 355	18 310	--	18 723	18 723	18 723	18 723	19 023	19 975	20 975

References

Insert description listed by municipal name and demarcation code of recipient

Insert description of each entity or external mechanism (an external mechanism may be provided with resources to ensure a minimum level of service)

Insert description of each Organ of State (e.g. transfer to electricity provider to compensate for FBS provided)

Insert description of each other organisation (e.g. charity)

Insert description of each other organisation (e.g. the aged, child-headed households)

All descriptions should separate transfers for 'capital purposes' and 'operating purposes'

Choose name from list - Supporting Table SA22 Summary councillor and staff benefits

Summary of Employee and Councillor remuneration	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand		A	B	C	D	E	F	G	H	I
Councillors (Political Office Bearers plus Other)	1									
Basic Salaries and Wages		5 537	6 115	6 637	5 340	5 340	5 073	6 615	6 946	7 294
Pension and UIF Contributions		—	—	86	282	282	268	381	400	420
Medical Aid Contributions		0	—	—	238	238	226	321	338	354
Motor Vehicle Allowance		2 103	1 837	2 188	3 005	3 005	2 855	4 057	4 260	4 473
Cellphone Allowance		381	1 068	529	1 074	1 074	1 020	1 074	1 127	1 184
Housing Allowances		232	—	—	2 404	2 404	2 284	2 904	3 049	3 202
Other benefits and allowances		—	—	—	46	46	43	62	65	68
Sub Total - Councillors		8 252	9 020	9 440	12 389	12 389	11 769	15 414	16 185	16 994
% Increase	4		9.3%	4.7%	31.2%	—	(5.0%)	31.0%	5.0%	5.0%
Senior Managers of the Municipality	2									
Basic Salaries and Wages		4 012	—	3 458	4 736	4 736	4 499	5 045	5 297	5 562
Pension and UIF Contributions		9	—	150	730	730	594	917	963	1 011
Medical Aid Contributions		498	—	—	232	232	221	232	244	256
Overtime		—	—	—	—	—	—	—	—	—
Performance Bonus		532	—	—	401	401	381	420	441	464
Motor Vehicle Allowance	3	1 189	—	1 181	1 779	1 779	1 690	1 199	1 259	1 322
Cellphone Allowance	3	82	—	56	82	82	78	78	82	86
Housing Allowances	3	696	—	545	199	199	189	374	393	412
Other benefits and allowances	3	—	—	14	51	51	48	150	158	166
Payments in lieu of leave		112	—	—	100	100	95	291	305	320
Long service awards		—	—	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	—	—	—	—	—	—	—	—	—
Sub Total - Senior Managers of Municipality		7 131	—	5 404	8 311	8 311	7 895	8 707	9 143	9 600
% Increase	4		(100.0%)	—	53.8%	—	(5.0%)	10.3%	5.0%	5.0%
Other Municipal Staff										
Basic Salaries and Wages		194 057	276 102	254 343	228 908	228 908	217 463	244 975	257 223	270 084
Pension and UIF Contributions		33 666	1 597	42 505	32 614	32 614	31 173	36 754	38 591	40 521
Medical Aid Contributions		13 663	14 613	19 187	17 427	17 427	16 556	18 328	19 244	20 206
Overtime		32 839	40 981	—	28 138	28 138	26 731	29 967	31 465	33 038
Performance Bonus		—	17 316	52 938	—	—	—	—	—	—
Motor Vehicle Allowance	3	11 520	8 395	11 016	11 115	11 115	10 559	9 916	10 411	10 932
Cellphone Allowance	3	1 665	—	—	1 397	1 397	1 327	1 401	1 471	1 544
Housing Allowances	3	1 007	2 967	2 985	2 585	2 585	2 456	3 247	3 409	3 579
Other benefits and allowances	3	26 307	—	15 283	32 394	32 394	30 774	13 390	14 059	14 762
Payments in lieu of leave		8 268	3 454	3 629	4 525	4 525	4 299	4 529	4 755	4 993
Long service awards		8	3 936	2 580	1 718	1 718	1 632	1 830	1 921	2 017
Post-retirement benefit obligations	6	(1 027)	1 639	—	—	—	—	—	—	—
Sub Total - Other Municipal Staff		321 884	371 001	404 466	361 021	361 021	342 970	364 334	382 550	401 678
% Increase	4		15.3%	9.0%	(10.7%)	—	(5.0%)	6.2%	5.0%	5.0%
Total Parent Municipality		337 257	380 021	419 311	381 720	381 720	362 634	388 455	407 878	428 272
			12.7%	10.3%	(9.0%)	—	(5.0%)	7.1%	5.0%	5.0%
Board Members of Entities										
Basic Salaries and Wages		—	—	—	767	767	729	—	—	—
Pension and UIF Contributions		—	—	—	—	—	—	—	—	—
Medical Aid Contributions		—	—	—	—	—	—	—	—	—
Overtime		—	—	—	—	—	—	—	—	—
Performance Bonus		—	—	—	—	—	—	—	—	—
Motor Vehicle Allowance	3	—	—	—	—	—	—	—	—	—
Cellphone Allowance	3	—	—	—	—	—	—	—	—	—
Housing Allowances	3	—	—	—	—	—	—	—	—	—
Other benefits and allowances	3	—	—	—	—	—	—	—	—	—
Board Fees		909	847	—	935	935	888	—	—	—
Payments in lieu of leave		—	—	—	—	—	—	—	—	—
Long service awards		—	—	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	—	—	—	—	—	—	—	—	—
Sub Total - Board Members of Entities		909	847	—	1 702	1 702	1 617	—	—	—
% Increase	4		(6.9%)	(100.0%)	—	—	(5.0%)	(100.0%)	—	—

Senior Managers of Entities									
Basic Salaries and Wages		3 086	4 057		6 109	6 109	7 704	-	-
Pension and UIF Contributions					276	276	262	-	-
Medical Aid Contributions					-	-	-	-	-
Overtime					-	-	-	-	-
Performance Bonus					507	507	481	-	-
Motor Vehicle Allowance	3				-	-	-	-	-
Cellphone Allowance	3				-	-	-	-	-
Housing Allowances	3				-	-	-	-	-
Other benefits and allowances	3				84	84	80	-	-
Payments in lieu of leave					-	-	-	-	-
Long service awards					-	-	-	-	-
Post-retirement benefit obligations	6				-	-	-	-	-
Sub Total - Senior Managers of Entities		3 086	4 057	-	8 976	8 976	8 527	-	-
% increase	4		31.5%	(100.0%)	-	-	(5.0%)	(100.0%)	-
Other Staff of Entities									
Basic Salaries and Wages		1 354	1 347		4 472	4 472	4 249	-	-
Pension and UIF Contributions					280	280	266	-	-
Medical Aid Contributions					335	335	318	-	-
Overtime					219	219	208	-	-
Performance Bonus					276	276	262	-	-
Motor Vehicle Allowance	3				-	-	-	-	-
Cellphone Allowance	3				43	43	41	-	-
Housing Allowances	3				14	14	13	-	-
Other benefits and allowances	3				21	21	20	-	-
Payments in lieu of leave					-	-	-	-	-
Long service awards					-	-	-	-	-
Post-retirement benefit obligations	6				-	-	-	-	-
Sub Total - Other Staff of Entities		1 354	1 347	-	5 660	5 660	5 377	-	-
% increase	4		(0.5%)	(100.0%)	-	-	(5.0%)	(100.0%)	-
Total Municipal Entities		5 350	6 251	-	16 338	16 338	15 522	-	-
TOTAL SALARY, ALLOWANCES & BENEFITS		342 617	386 272	419 311	398 059	398 059	378 156	388 455	407 878
% increase	4		12.7%	8.6%	(5.1%)	-	(5.0%)	2.7%	5.0%
TOTAL MANAGERS AND STAFF	5,7	333 455	376 405	409 871	383 968	383 968	364 769	373 041	391 693
									411 278

References

1. Include 'Loans and advances' where applicable if any reportable amounts until phased compliance with s164 of MFMA achieved
2. s57 of the Systems Act
3. In kind benefits (e.g. provision of living quarters) must be shown as the cost (full market value) to the municipality, as part of the relevant allowance
4. B/A, C/B, D/C, E/C, F/C, G/D, H/D, I/D
5. Must agree to the sub-total appearing on Table A1 (Employee costs)
6. Includes pension payments and employer contributions to medical aid
7. Correct as at 30 June

Column Definitions:

- A, B and C. Audited actual as per the audited financial statements. If audited amounts are unavailable, unaudited amounts must be provided with a note stating these are unaudited
- D. The original budget approved by council for the budget year.
- E. The budget for the budget year as adjusted by council resolution in terms of section 28 of the MFMA.
- F. An estimate of final actual amounts (pre audit) for the current year at the point in time of preparing the budget for the budget year. This may differ from E.
- G. The amount to be appropriated for the budget year.
- H and I. The indicative projection

Choose name from list - Supporting Table SA23 Salaries, allowances & benefits (political office bearers/councillors/senior managers)

[illegible]

References

1. Pension and medical aid
2. Total package must equal the total cost to the municipality
3. List each political office bearer by designation. Provide a total for all other councillors
4. Political office bearer is defined in MFMA s 1: speaker, executive mayor, deputy executive mayor, member of executive committee, mayor, deputy mayor, member of mayoral committee, the councillor designated to exercise powers and duties of mayor (MSA s 57)
5. Also list each senior manager reporting to MM by designation and each official with package >= senior manager by designation
6. List each entity where municipality has an interest and state percentage ownership and control
7. List each senior manager reporting to the CEO of an Entity by designation
8. Must reconcile to relevant section of Table SA24
9. Must reconcile to totals shown for the budget year of Table SA22
10. Correct as at 30 June

Choose name from list - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers		Ref	2018/19			Current Year 2019/20			Budget Year 2020/21		
Number		1,2	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees
Municipal Council and Boards of Municipal Entities											
Councillors (Political Office Bearers plus Other Councillors)			35		35	35		35			
Board Members of municipal entities		4	8		7	7		7			
Municipal employees											
Municipal Manager and Senior Managers		3	5		5	5		5			
Other Managers		7	32	27	2	28	27	2			
Professionals			670	293	16	670	258	16	–	–	–
Finance			124	96	1	124	96	1			
Spatial/town planning			–	–	–	–	–	–			
Information Technology			10	10	–	10	10	–			
Roads											
Electricity											
Water			536	152	15	536	152	15			
Sanitation				35							
Refuse											
Other											
Technicians			130	142	11	130	142	11	–	–	–
Finance			124	97	1	124	97	1			
Spatial/town planning			6	5	–	6	5	–			
Information Technology			–	4		–	4				
Roads											
Electricity											
Water											
Sanitation				36			36				
Refuse											
Other					10			10			
Clerks (Clerical and administrative)			52	67	1	52	67	–			
Service and sales workers			–	–		–	–				
Skilled agricultural and fishery workers			–	–		–	–				
Craft and related trades											
Plant and Machine Operators				37			37				
Elementary Occupations			272	171		–	171				
TOTAL PERSONNEL NUMBERS		9	1 204	737	77	927	702	76	–	–	–
% Increase						(23.0%)	(4.7%)	(1.3%)	(100.0%)	(100.0%)	(100.0%)
Total municipal employees headcount		6, 10									
Finance personnel headcount		8, 10									
Human Resources personnel headcount		8, 10									

References

1. Positions must be funded and aligned to the municipality's current organisational structure
2. Full Time Equivalent (FTE). E.g. One full time person = 1FTE. A person working half time (say 4 hours out of 8) = 0.5FTE.
3. s57 of the Systems Act
4. Include only in Consolidated Statements
5. Include municipal entity employees in Consolidated Statements
6. Include headcount (number of persons, Not FTE) of managers and staff only (exclude councillors)
7. Managers who provide the direction of a critical technical function
8. Total number of employees working on these functions

Choose name from list - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2020/21												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Revenue By Source																
Property rates																
Service charges - electricity revenue																
Service charges - water revenue		29 056	31 369	29 437	52 609	47 673	50 258	47 025	45 442	52 326	47 034	43 664	47 130	552 888	580 511	609 537
Service charges - sanitation revenue		8 681	8 209	7 936	6 324	8 743	8 948	8 663	8 657	8 111	8 647	8 484	7 563	93 508	103 810	109 001
Service charges - refuse revenue																
Rental of facilities and equipment		63	91	6	129	4	4	4	24	182	4	4	104	617	648	680
Interest earned - external investments		16							552	253	353	453	456	2 535	2 682	2 785
Interest earned - outstanding debtors		40	22				105			169	169	169	133	765	803	843
Dividends received																
Fines, penalties and forfeits																
Licences and permits																
Agency services					250											
Transfers and subsidies		196 167	514	3	387	93	146 302		2 484	121 471	40 634	40 290	2 216	499 502	524 477	550 701
Other revenue		126	126	126	379	126	126	126	126	379	379	379	379	8 800	9 240	9 702
Gains																
Total Revenue (excluding capital transfers and contribution)		234 190	40 332	37 509	60 078	56 639	204 743	56 270	57 285	183 041	97 119	93 443	59 088	1 159 002	1 222 579	1 283 708
Expenditure By Type																
Employee related costs		33 019	48 291	32 117	33 864	29 531	32 276	30 602	30 019	32 266	27 934	29 005	28 767	373 041	381 693	411 278
Remuneration of councillors		1 084	1 020	1 015	1 125	1 109	3 157	1 077	1 512	1 125	1 109	1 077	1 080	15 414	16 185	16 994
Debt impairment		3 359	3 359	3 359	3 359	3 359	3 359	3 359	3 359	3 359	3 359	3 359	3 359	40 314	42 329	44 446
Depreciation & asset impairment		14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	169 763	178 252	187 164
Finance charges		134	485	485	154	31	101	257		154	31	257	431	2 522	2 648	2 780
Bulk purchases		19 581	13 090	19 581	12 839	11 378	11 656	11 587	10 258	8 839	8 378	8 568	10 032	145 787	153 076	160 730
Other materials		211	351	2 452	221	109	2 559	2 452	928	221	109	2 452	10 176	20 680	21 608	22 689
Contracted services		19 162	27 282	9 642	18 642	16 489	20 572	21 404	17 310	18 642	17 481	16 404	4 941	179 720	188 706	198 141
Transfers and subsidies							4 681				4 681		4 981	19 023	19 975	20 973
Other expenditure		11 169	9 240	4 775	21 792	29 576	24 220	25 095	23 520	29 626	28 066	25 095	22 335	309 171	324 420	340 641
Losses																
Total Expenditure		101 868	118 247	92 254	106 144	105 730	116 727	109 981	101 054	108 581	105 303	100 355	100 249	1 275 335	1 338 992	1 405 836
Surplus/(Deficit)		132 322	(77 915)	(54 746)	(46 066)	(49 090)	88 015	(53 711)	(43 769)	74 460	(8 184)	(6 922)	(42 161)	(116 333)	(116 312)	(122 128)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)																
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)																
Transfers and subsidies - capital (in-kind - all)																
Surplus/(Deficit) after capital transfers & contributions		150 051	(49 925)	(42 681)	(36 237)	(11 251)	109 706	(39 493)	(5 930)	88 678	6 034	7 296	15 323	163 003	176 990	185 840
Taxation																
Attributable to minorities																
Share of surplus/ (deficit) of associate																
Surplus/(Deficit)		150 051	(49 925)	(42 681)	(36 237)	(11 251)	109 706	(39 493)	(5 930)	88 678	6 034	7 296	15 323	163 003	176 990	185 840

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

Choose name from list - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2020/21												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand																
Revenue by Vote		4 468	15 559	18 818	15 061	13 239	13 084	13 691	12 928	13 088	13 250	13 413	—	4 468	4 691	4 926
Vote 1 - Executive and Council		12 928	—	—	—	14	10	—	—	4 587	17	2 428	(850)	155 288	163 031	171 183
Vote 2 - Finance and Administration			—	—									2 012	9 068	9 521	9 997
Vote 3 - Community and public safety													—	—	—	—
Vote 4 - Sport and recreation													—	—	—	—
Vote 5 - Public safety													5 362	51 448	54 020	56 721
Vote 6 - Economic and environmental services			1 285	10		2 585		13 194	4 590	13 550	5 348	5 484		20 709	21 744	22 831
Vote 8 - Water management		214 673	71 370	68 712	75 645	79 611	80 225	63 755	79 965	31 694	78 996	78 221	31 825	1 088 563	1 148 617	1 206 048
Vote 9 - Waste water management		9 528	8 692	8 207	10 528	9 690	11 528	10 528	11 528	10 528	10 528	12 528	270 338	108 816	114 256	119 969
Votes9 - Environmental Protection		9 528	8 692	8 207	10 528	9 690	11 528	10 528	11 528	10 528	10 528	12 528	944 911	108 816	114 256	119 969
Vote 10 - Other													114 174	—	—	—
Vote 11 - Health													—	—	—	—
Vote 12 - [NAME OF VOTE 12]													—	—	—	—
Vote 13 - [NAME OF VOTE 13]													—	—	—	—
Vote 14 - [NAME OF VOTE 14]													—	—	—	—
Vote 15 - [NAME OF VOTE 15]													—	—	—	—
Total Revenue by Vote		251 125	105 598	103 953	112 762	114 887	116 375	111 896	120 539	84 016	118 667	124 602	1 368 272	1 438 338	1 515 882	1 591 676
Expenditure by Vote to be appropriated																
Vote 1 - Executive and Council		4 608	7 052	4 930	6 154	4 456	5 954	4 883	4 860	6 321	6 321	6 321	9 455	71 314	74 879	78 623
Vote 2 - Finance and Administration		23 578	28 200	17 493	23 850	15 973	15 269	17 597	24 551	23 171	17 883	23 171	86 066	316 822	332 563	349 255
Vote 3 - Community and public safety		1 095	97	97					794		684	787	948	4 503	4 729	4 965
Vote 4 - Sport and recreation		—	—											—	—	—
Vote 5 - Public safety		15	—	800					800				—	1 250	1 313	1 378
Vote 6 - Economic and environmental services		2 586	2 925	2 012		9 034	8 049	8 548	1 659	10 669	13 568	5 869	2 544	53 288	55 962	58 750
Votes7 - Environmental Protection		48 265	83 051	21 682		2 147			3 103		3 135		44 046	17 443	18 316	19 231
Vote 8 - Water management		10 432	9 148	10 435	50 793	37 005	66 571	56 571	57 238	57 942	59 419	51 426	39 601	591 936	621 322	652 368
Vote 9 - Waste water management					11 658	10 851	11 418	10 418	10 464	16 164	16 164	16 164	19 959	218 479	229 403	240 873
Vote 10 - Other													—	300	315	331
Vote 11 - Health							476						—	—	—	—
Vote 12 - [NAME OF VOTE 12]													—	—	—	—
Vote 13 - [NAME OF VOTE 13]													—	—	—	—
Vote 14 - [NAME OF VOTE 14]													—	—	—	—
Vote 15 - [NAME OF VOTE 15]													—	—	—	—
Total Expenditure by Vote		90 580	130 473	65 499	92 455	79 466	99 688	98 017	103 469	114 266	117 175	103 738	202 638	1 275 335	1 338 892	1 405 836
Surplus/(Deficit) before assoc.		160 545	(24 875)	38 454	20 307	35 422	16 686	13 679	17 070	(30 250)	1 492	20 865	1 165 634	163 003	176 990	185 840
Taxation													—	—	—	—
Attributable to minorities													—	—	—	—
Share of surplus/ (deficit) of associate													—	—	—	—
Surplus/(Deficit)	1	160 545	(24 875)	38 454	20 307	35 422	16 686	13 679	17 070	(30 250)	1 492	20 865	1 165 634	163 003	176 990	185 840

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

Choose name from list - Supporting Table SA27 Budgeted monthly revenue and expenditure (functional classification)

R thousand	Description	Ref	Budget Year 2020/21												Medium Term Revenue and Expenditure Framework				
			July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23		
Revenue - Functional																			
Governance and administration																			
	Executive and council		14 136	15 406	15 690	13 388	1 371	1 156	11 893	4 316	12 786	32 802	24 377	12 212	159 736	167 722	176 109		
	Finance and administration		14 136	463	15 690	255	-	-	130	2 080	377	377	377	408	4 468	4 951	4 926		
	Internal audit			14 942		13 133	1 371	1 156	11 763	2 236	12 411	32 425	24 000	11 804	155 268	163 031	171 183		
Community and public safety																			
	Community and social services		-	-	-	-	9 068	-	-	-	-	-	-	-	9 068	9 521	9 997		
	Sport and recreation						9 068								9 068	9 521	9 997		
	Public safety														-	-	-		
	Housing														-	-	-		
	Health														-	-	-		
Economic and environmental services																			
	Planning and development		3 446	1 285	10	-	14	10	-	1 135	2 514	3 685	6 854	53 204	72 157	75 764	79 553		
	Road transport		3 446	1 285	10	-	14	10	-	1 135	2 514	3 685	6 854	32 495	51 448	54 020	56 721		
Trading services																			
	Environmental protection		224 201	35 332	30 957	36 576	18 852	276 056	33 232	112 080	60 413	36 340	18 656	20 709	20 709	21 744	22 831		
	Energy sources						-	-						314 684	1 197 378	1 262 874	1 326 018		
	Water management		214 673	25 640	21 750	27 134	9 214	267 054	23 736	102 951	50 722	27 134	9 214	308 343	1 088 553	1 148 677	1 206 048		
	Waste water management		9 528	9 692	9 207	9 442	9 638	9 002	9 496	9 129	9 692	9 207	9 442	5 340	108 816	114 256	119 969		
	Waste management					-	-	-						-	-	-	-		
	Other													-	-	-	-		
Total Revenue - Functional			241 763	52 023	46 956	49 964	29 304	277 222	45 126	117 531	75 716	72 827	49 887	380 100	1 438 338	1 515 882	1 591 676		
Expenditure - Functional																			
Governance and administration																			
	Executive and council		34 186	35 252	32 424	36 004	32 870	31 223	32 480	29 411	29 491	35 162	27 553	32 130	388 197	487 606	427 987		
	Finance and administration		4 608	7 052	4 930	6 154	6 897	5 954	4 883	4 860	6 321	5 951	3 713	9 991	71 314	74 879	78 623		
	Internal audit		29 578	28 200	27 493	29 850	25 973	25 269	27 597	24 551	23 171	29 211	23 850	22 078	316 822	332 653	349 297		
	Internal audit													61	61	64	67		
Community and public safety																			
	Community and social services		1 510	97	497	-	-	-	1 495	97	97	-	-	2 260	6 053	6 356	6 674		
	Sport and recreation		1 095	97	97				1 095	97	97			1 924	4 503	4 729	4 965		
	Public safety		400		400				400					-	-	-	-		
	Housing													50	1 250	1 313	1 378		
	Health		15											-	-	-	-		
Economic and environmental services																			
	Planning and development		2 588	2 925	2 014	2 279	2 268	5 930	3 333	13 667	4 716	4 716	4 716	21 579	70 731	74 268	77 981		
	Road transport		2 586	2 925	2 012	2 279	2 268	5 820	3 330	10 371	3 104	3 104	3 104	12 383	53 288	55 952	58 750		
	Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Energy sources		2	2	2	42 333	38 654	110	4	3 296	1 611	1 611	1 611	9 196	17 443	18 316	19 231		
Trading services																			
	Water management		48 265	90 148	25 118	37 708	31 885	61 644	96 429	73 541	45 922	60 735	47 333	180 033	810 354	850 661	893 194		
	Waste water management		43 832	83 051	21 682	4 625	7 768	41 321	88 039	62 113	39 419	47 708	42 708	52 409	591 875	621 259	652 321		
	Waste management		4 432	7 096	3 435	-	-	20 323	8 391	11 528	5 602	13 027	4 625	127 624	218 479	229 403	240 873		
	Other													-	-	-	-		
Total Expenditure - Functional			86 550	128 423	60 052	80 616	74 792	98 797	133 738	116 817	79 325	100 613	79 611	236 001	1 275 335	1 338 892	1 405 836		
Surplus/(Deficit) before assoc.			155 234	(76 400)	(13 196)	(30 652)	(45 488)	178 425	(88 612)	715	(3 610)	(27 786)	(29 724)	144 098	163 003	176 990	185 840		
Share of surplus/ (deficit) of associate																			
Surplus/(Deficit)			155 234	(76 400)	(13 196)	(30 652)	(45 488)	178 425	(88 612)	715	(3 610)	(27 786)	(29 724)	144 098	163 003	176 990	185 840		

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

Choose name from list - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

IR thousand	Description	Ref	Budget Year 2020/21												Medium Term Revenue and Expenditure Framework		
			July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
1	Multi-year expenditure to be appropriated	1															
	Vote 1 - Executive and Council																
	Vote 2 - Finance and Administration																
	Vote 3 - Community and public safety																
	Vote 4 - Sport and recreation																
	Vote 5 - Public safety																
	Vote 6 - Economic and environmental services																
	Vote 7 - Environmental protection																
	Vote 8 - Water management																
	Vote 9 - Waste water management																
	Vote 10 - Other																
	Vote 11 - Health																
	Vote 12 - [NAME OF VOTE 12]																
	Vote 13 - [NAME OF VOTE 13]																
	Vote 14 - [NAME OF VOTE 14]																
	Vote 15 - [NAME OF VOTE 15]																
Capital multi-year expenditure sub-total																	
2	Single-year expenditure to be appropriated	2															
	Vote 1 - Executive and Council																
	Vote 2 - Finance and Administration																
	Vote 3 - Community and public safety																
	Vote 4 - Sport and recreation																
	Vote 5 - Public safety																
	Vote 6 - Economic and environmental services																
	Vote 7 - Environmental protection																
	Vote 8 - Water management																
	Vote 9 - Waste water management																
	Vote 10 - Other																
	Vote 11 - Health																
	Vote 12 - [NAME OF VOTE 12]																
	Vote 13 - [NAME OF VOTE 13]																
	Vote 14 - [NAME OF VOTE 14]																
	Vote 15 - [NAME OF VOTE 15]																
Capital single-year expenditure sub-total																	
Total Capital Expenditure																	
2		2	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	31 155	275 923	289 719	304 205
2		2	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	31 155	275 923	289 719	304 205

References
 1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates
 2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure

Choose name from list - Supporting Table SA29 Budgeted monthly capital expenditure (functional classification)

R thousand	Description	Ref	Budget Year 2020/21												Medium Term Revenue and Expenditure Framework		
			July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
1	Capital Expenditure - Functional																
	Governance and administration		2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	30 950	32 498	34 122
	Executive and council																
	Finance and administration		2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	30 950	32 498	34 122
	Internal audit																
	Community and public safety		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Community and social services																
	Sport and recreation																
	Public safety																
	Housing																
	Health																
	Economic and environmental services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Planning and development																
	Road transport																
	Environmental protection																
	Trading services		19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	244 973	257 222	270 083
	Energy sources																
	Water management		12 195	12 195	12 195	12 195	12 195	12 195	12 195	12 195	12 195	12 195	12 195	12 195	189 444	198 916	208 862
	Waste water management		7 477	7 477	7 477	7 477	7 477	7 477	7 477	7 477	7 477	7 477	7 477	7 477	55 629	58 305	61 222
	Waste management																
	Other																
2	Total Capital Expenditure - Functional		22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	275 923	289 719	304 205
	Funded by:																
	National Government		19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	227 763	239 151	251 109
	Provincial Government																
	District Municipality																
	allocations) (National / Provincial Departmental																
	Agencies, Households, Non-profit Institutions,																
	Private Enterprises, Public Corporations, Higher																
	Educational Institutions)																
	Transfers recognised - capital		19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	19 672	227 763	239 151	251 109
	Borrowing																
	Internally generated funds		2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	2 579	48 160	50 568	53 096
	Total Capital Funding		22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	22 252	275 923	289 719	304 205

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates
2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure

check

Choose name from list - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS	Budget Year 2020/21												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Cash Receipts by Source															
Property rates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - water revenue	44 424	44 424	44 424	44 424	44 424	44 424	44 424	44 424	40 302	40 302	40 302	59 760	539 084	539 216	626 177
Service charges - sanitation revenue	8 239	8 239	8 239	8 239	8 239	8 239	8 239	8 239	8 239	8 239	8 239	8 239	98 967	103 910	109 001
Service charges - refuse revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment	51	51	51	51	51	51	51	61	51	51	51	51	617	649	680
Interest earned - external investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest earned - outstanding debtors	167	167	167	167	167	167	167	167	167	167	167	167	2 000	2 100	2 205
Dividends received	45	45	45	45	45	45	45	45	45	45	45	45	535	562	590
Fines, penalties and forfeits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Licences and permits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Agency services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and Subsidies - Operational	42 143	42 143	42 143	42 143	42 143	42 143	42 143	42 143	42 143	42 143	42 143	42 143	505 718	531 004	557 554
Other revenue	28	28	28	28	28	28	28	28	28	28	28	28	354	372	390
Cash Receipts by Source	95 098	95 098	95 098	95 098	95 098	95 098	95 098	95 098	90 976	90 976	90 976	107 464	1 141 175	1 237 712	1 259 698
Other Cash Flows by Source															
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	23 278	23 278	23 278	23 278	23 278	23 278	23 278	23 278	23 278	23 278	23 278	23 278	279 336	293 303	307 968
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on Disposal of Fixed and Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/financing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source	118 376	118 376	118 376	118 376	118 376	118 376	118 376	118 376	114 254	114 254	114 254	133 342	1 423 111	1 533 745	1 610 432
Cash Payments by Type															
Employee related costs	29 087	29 087	29 087	29 087	29 087	29 087	29 087	29 087	29 087	29 087	29 087	29 087	373 041	391 693	404 151
Remuneration of councillors	1 284	1 284	1 284	1 284	1 284	1 284	1 284	1 284	1 284	1 284	1 284	1 284	15 414	16 098	16 882
Finance charges	210	210	210	210	210	210	210	210	210	210	210	210	2 522	2 648	2 780
Bulk purchases - Electricity	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bulk purchases - Water & Sewer	12 149	12 149	12 149	12 149	12 149	12 149	12 149	12 149	12 149	12 149	12 149	12 149	145 787	153 076	160 730
Other materials	1 715	1 715	1 715	1 715	1 715	1 715	1 715	1 715	1 715	1 715	1 715	1 715	20 680	21 698	22 689
Contracted services	17 391	17 391	17 391	17 391	17 391	17 391	15 319	15 319	15 319	15 319	15 319	15 319	186 282	222 223	243 265
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other	1 595	1 595	1 595	1 595	1 595	1 595	1 595	1 595	1 595	1 595	1 595	1 595	19 023	19 975	20 973
Other expenditure	20 399	20 399	20 399	20 399	20 399	20 399	17 969	17 969	17 969	17 969	17 969	17 969	230 203	263 052	275 863
Cash Payments by Type	83 820	83 820	83 820	83 820	83 820	83 820	79 319	79 319	79 319	79 319	79 319	79 319	1 002 832	1 080 372	1 147 348
Other Cash Flows/Payments by Type															
Capital assets	17 729	27 989	12 065	9 829	37 839	21 691	14 218	37 839	14 218	14 218	14 218	14 218	236 070	247 873	260 267
Repayment of borrowing	-	-	1 996	-	-	1 996	-	-	1 996	-	-	-	7 986	6 788	5 770
Other Cash Flows/Payments	3 125	-	-	3 125	-	1 986	3 125	-	-	3 125	-	-	12 500	13 125	13 781
Total Cash Payments by Type	104 674	135 810	97 881	96 775	121 659	107 507	96 651	117 158	95 833	96 851	93 836	95 833	1 259 388	1 359 159	1 427 166
NET INCREASE/DECREASE IN CASH HELD	13 702	(17 434)	20 495	21 601	(3 263)	10 869	21 716	1 216	10 721	17 993	20 716	37 009	163 723	175 586	183 266
Cash/other equivalents at the month/year begin:	46 467	60 198	42 735	69 230	84 831	81 648	92 416	114 131	115 340	134 071	151 663	172 381	46 467	210 190	385 777
Cash/other equivalents at the month/year end:	60 168	42 735	69 230	84 831	81 648	92 416	114 131	115 348	134 071	151 663	172 381	210 190	210 190	385 777	569 042

1. Note that this section of Table SA 30 is deliberately not linked to Table A4 because timing differences between the invoicing of clients and receiving the cash means that the cashflow will differ from budgeted expenditure. However for the MTREF it is now directly linked to A7.

Choose name from list - Supporting Table SA34a Capital expenditure on new assets by asset class

Choose name from list - Supporting Table C6.6a Capital expenditure on new assets by Asset Class										
Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand										
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		291 710	244 207	--	129 865	149 450	141 977	203 828	214 019	224 720
Roads Infrastructure		--	--	--	--	--	--	--	--	--
Roads										
Road Structures										
Road Furniture										
Capital Spares										
Storm water Infrastructure		--	--	--	--	--	--	--	--	--
Drainage Collection										
Storm water Conveyance										
Attenuation										
Electrical Infrastructure		--	--	--	--	--	--	--	--	--
Power Plants										
HV Substations										
HV Switching Station										
HV Transmission Conductors										
MV Substations										
MV Switching Stations										
MV Networks										
LV Networks										
Capital Spares										
Water Supply Infrastructure		291 710	201 025	--	118 365	125 800	119 510	153 299	160 964	169 012
Dams and Weirs										
Boreholes										
Reservoirs		290 026								
Pump Stations										
Water Treatment Works		1 683	201 025		118 365	125 800	119 510	153 299	160 964	169 012
Bulk Mains										
Distribution										
Distribution Points										
PRV Stations										
Capital Spares										
Sanitation Infrastructure		--	43 182	--	11 500	23 650	22 468	50 529	53 055	55 708
Pump Station										
Reticulation										
Waste Water Treatment Works			43 182		11 500	23 650	22 468	50 529	53 055	55 708
Outfall Sewers										
Toilet Facilities										
Capital Spares										
Solid Waste Infrastructure		--	--	--	--	--	--	--	--	--
Landfill Sites										
Waste Transfer Stations										
Waste Processing Facilities										
Waste Drop-off Points										
Waste Separation Facilities										
Electricity Generation Facilities										
Capital Spares										
Rail Infrastructure		--	--	--	--	--	--	--	--	--
Rail Lines										
Rail Structures										
Rail Furniture										
Drainage Collection										
Storm water Conveyance										
Attenuation										
MV Substations										
LV Networks										
Capital Spares										
Coastal Infrastructure		--	--	--	--	--	--	--	--	--
Sand Pumps										
Piers										
Revetments										
Promenades										
Capital Spares										
Information and Communication Infrastructure		--	--	--	--	--	--	--	--	--
Data Centres										
Core Layers										
Distribution Layers										
Capital Spares										

Community Assets	-	-	-	-	-	-	-	-	-	
Community Facilities	-	-	-	-	-	-	-	-	-	
Halls	-	-	-	-	-	-	-	-	-	
Centres	-	-	-	-	-	-	-	-	-	
Crèches	-	-	-	-	-	-	-	-	-	
Clinics/Care Centres	-	-	-	-	-	-	-	-	-	
Fire/Ambulance Stations	-	-	-	-	-	-	-	-	-	
Testing Stations	-	-	-	-	-	-	-	-	-	
Museums	-	-	-	-	-	-	-	-	-	
Galleries	-	-	-	-	-	-	-	-	-	
Theatres	-	-	-	-	-	-	-	-	-	
Libraries	-	-	-	-	-	-	-	-	-	
Cemeteries/Crematoria	-	-	-	-	-	-	-	-	-	
Police	-	-	-	-	-	-	-	-	-	
Parks	-	-	-	-	-	-	-	-	-	
Public Open Space	-	-	-	-	-	-	-	-	-	
Nature Reserves	-	-	-	-	-	-	-	-	-	
Public Ablution Facilities	-	-	-	-	-	-	-	-	-	
Markets	-	-	-	-	-	-	-	-	-	
Stalls	-	-	-	-	-	-	-	-	-	
Abattoirs	-	-	-	-	-	-	-	-	-	
Airports	-	-	-	-	-	-	-	-	-	
Taxi Ranks/Bus Terminals	-	-	-	-	-	-	-	-	-	
Capital Spares	-	-	-	-	-	-	-	-	-	
Sport and Recreation Facilities	-	-	-	-	-	-	-	-	-	
Indoor Facilities	-	-	-	-	-	-	-	-	-	
Outdoor Facilities	-	-	-	-	-	-	-	-	-	
Capital Spares	-	-	-	-	-	-	-	-	-	
Heritage assets	-	-	-	-	-	-	-	-	-	
Monuments	-	-	-	-	-	-	-	-	-	
Historic Buildings	-	-	-	-	-	-	-	-	-	
Works of Art	-	-	-	-	-	-	-	-	-	
Conservation Areas	-	-	-	-	-	-	-	-	-	
Other Heritage	-	-	-	-	-	-	-	-	-	
Investment properties	-	-	-	-	-	-	-	-	-	
Revenue Generating	-	-	-	-	-	-	-	-	-	
Improved Property	-	-	-	-	-	-	-	-	-	
Unimproved Property	-	-	-	-	-	-	-	-	-	
Non-revenue Generating	-	-	-	-	-	-	-	-	-	
Improved Property	-	-	-	-	-	-	-	-	-	
Unimproved Property	-	-	-	-	-	-	-	-	-	
Other assets	323	333	-	29 908	556	528	22 000	23 100	24 255	
Operational Buildings	323	333	-	20 000	556	528	22 000	23 100	24 255	
Municipal Offices	322 556	332 531	-	20 000	556	528	22 000	23 100	24 255	
Pay/Enquiry Points	-	-	-	-	-	-	-	-	-	
Building Plan Offices	-	-	-	-	-	-	-	-	-	
Workshops	-	-	-	-	-	-	-	-	-	
Yards	-	-	-	-	-	-	-	-	-	
Stores	-	-	-	-	-	-	-	-	-	
Laboratories	-	-	-	-	-	-	-	-	-	
Training Centres	-	-	-	-	-	-	-	-	-	
Manufacturing Plant	-	-	-	-	-	-	-	-	-	
Depots	-	-	-	-	-	-	-	-	-	
Capital Spares	-	-	-	-	-	-	-	-	-	
Housing	-	-	-	-	-	-	-	-	-	
Staff Housing	-	-	-	-	-	-	-	-	-	
Social Housing	-	-	-	-	-	-	-	-	-	
Capital Spares	-	-	-	-	-	-	-	-	-	
Biological or Cultivated Assets	-	-	-	-	-	-	-	-	-	
Biological or Cultivated Assets	-	-	-	-	-	-	-	-	-	
Intangible Assets	8 300	1 408	-	5 100	4 300	4 085	1 800	1 890	1 985	
Servitudes	-	-	-	-	-	-	-	-	-	
Licences and Rights	8 300	1 408	-	5 100	4 300	4 085	1 800	1 890	1 985	
Water Rights	8 300	1 408	-	-	-	-	-	-	-	
Effluent Licenses	-	-	-	-	-	-	-	-	-	
Solid Waste Licenses	-	-	-	-	-	-	-	-	-	
Computer Software and Applications	-	-	-	5 100	4 300	4 085	1 800	1 890	1 985	
Load Settlement Software Applications	-	-	-	-	-	-	-	-	-	
Unspecified	-	-	-	-	-	-	-	-	-	
Computer Equipment	-	2 800	-	253	-	-	-	-	-	
Computer Equipment	-	2 800	-	253	-	-	-	-	-	
Furniture and Office Equipment	4 243	3 875	-	1 400	-	-	2 150	2 258	2 370	
Furniture and Office Equipment	4 243	3 875	-	1 400	-	-	2 150	2 258	2 370	
Machinery and Equipment	10 821	-	-	-	-	-	-	-	-	
Machinery and Equipment	10 821	-	-	-	-	-	-	-	-	
Transport Assets	742	16 167	-	-	1 200	1 140	5 000	5 250	5 513	
Transport Assets	742 482	16 167 383	-	-	1 200	1 140	5 000	5 250	5 513	
Land	-	23 154	-	500	500	475	-	-	-	
Land	-	23 154	-	500	500	475	-	-	-	
Zoo's, Marine and Non-biological Animals	-	-	-	-	-	-	-	-	-	
Zoo's, Marine and Non-biological Animals	-	-	-	-	-	-	-	-	-	
Total Capital Expenditure on new assets	1	316 139	291 944	-	157 119	156 005	148 205	234 778	246 517	258 843

Choose name from list - Supporting Table SA34b Capital expenditure on the renewal of existing assets by asset class

Description	Ref	2016/17	2017/18	2018/19	Current Year 2019/20			2020/21 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
R thousand	1									
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		-	--	--	129 686	106 857	161 514	41 145	43 202	45 362
Roads Infrastructure		--	--	--	--	--	--	--	--	--
Roads										
Road Structures										
Road Furniture										
Capital Spares										
Storm water Infrastructure		--	--	--	--	--	--	--	--	--
Drainage Collection										
Storm water Conveyance										
Attenuation										
Electrical Infrastructure		--	--	--	--	--	--	--	--	--
Power Plants										
HV Substations										
HV Switching Station										
HV Transmission Conductors										
MV Substations										
MV Switching Stations										
MV Networks										
LV Networks										
Capital Spares										
Water Supply Infrastructure		--	--	--	95 200	72 371	68 753	36 145	37 852	39 850
Dams and Weirs										
Boreholes										
Reservoirs										
Pump Stations										
Water Treatment Works					95 200	72 371	68 753	36 145	37 852	39 850
Bulk Mains										
Distribution										
Distribution Points										
PRV Stations										
Capital Spares										
Sanitation Infrastructure		--	--	--	34 486	34 486	32 762	5 000	5 250	5 513
Pump Station										
Reticulation										
Waste Water Treatment Works					34 486	34 486	32 762	5 000	5 250	5 513
Outfall Sewers										
Toilet Facilities										
Capital Spares										
Solid Waste Infrastructure		--	--	--	--	--	--	--	--	--
Landfill Sites										
Waste Transfer Stations										
Waste Processing Facilities										
Waste Drop-off Points										
Waste Separation Facilities										
Electricity Generation Facilities										
Capital Spares										
Rail Infrastructure		--	--	--	--	--	--	--	--	--
Rail Lines										
Rail Structures										
Rail Furniture										
Drainage Collection										
Storm water Conveyance										
Attenuation										
MV Substations										
LV Networks										
Capital Spares										
Coastal Infrastructure		--	--	--	--	--	--	--	--	--
Sand Pumps										
Piers										
Revetments										
Promenades										
Capital Spares										
Information and Communication Infrastructure		--	--	--	--	--	--	--	--	--
Data Centres										
Core Layers										
Distribution Layers										
Capital Spares										
Community Assets		--	--	--	--	--	--	--	--	--
Community Facilities		--	--	--	--	--	--	--	--	--
Halls										
Centres										
Crèches										
Clinics/Care Centres										
Fire/Ambulance Stations										
Testing Stations										
Museums										
Galleries										
Theatres										
Libraries										
Cemeteries/Crematoria										
Police										

Parks										
Public Open Space										
Nature Reserves										
Public Ablution Facilities										
Markets										
Stalls										
Abattoirs										
Airports										
Text Plants/Bus Terminals										
Capital Spares										
Sport and Recreation Facilities	-	-	-	-	-	-	-	-	-	-
Indoor Facilities										
Outdoor Facilities										
Capital Spares										
Heritage assets	-	-	-	-	-	-	-	-	-	-
Monuments										
Historic Buildings										
Works of Art										
Conservation Areas										
Other Heritage										
Investment properties	-	-	-	-	-	-	-	-	-	-
Revenue Generating	-	-	-	-	-	-	-	-	-	-
Improved Property										
Unimproved Property										
Non-revenue Generating	-	-	-	-	-	-	-	-	-	-
Improved Property										
Unimproved Property										
Other assets	-	-	-	-	-	-	-	-	-	-
Operational Buildings	-	-	-	-	-	-	-	-	-	-
Municipal Offices										
Pay/Enquiry Points										
Building Plan Offices										
Workshops										
Yards										
Stores										
Laboratories										
Training Centres										
Manufacturing Plant										
Depots										
Capital Spares										
Housing	-	-	-	-	-	-	-	-	-	-
Staff Housing										
Social Housing										
Capital Spares										
Biological or Cultivated Assets	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets										
Intangible Assets	-	-	-	-	-	-	-	-	-	-
Servitudes										
Licences and Rights	-	-	-	-	-	-	-	-	-	-
Water Rights										
Effluent Licenses										
Solid Waste Licenses										
Computer Software and Applications										
Land Settlement Software Applications										
Unspecified										
Computer Equipment	-	-	-	-	-	-	-	-	-	-
Computer Equipment										
Furniture and Office Equipment	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment										
Machinery and Equipment	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment										
Transport Assets	-	-	-	-	-	-	-	-	-	-
Transport Assets										
Land	-	-	-	-	-	-	-	-	-	-
Land										
Zoo's, Marine and Non-biological Animals	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals										
Total Capital Expenditure on renewal of existing assets	1	-	-	-	128 886	106 857	101 514	41 145	43 202	45 362
Renewal of Existing Assets as % of total capex		0.0%	0.0%	0.0%	22.6%	20.3%	20.3%	7.5%	7.5%	7.5%
Renewal of Existing Assets as % of deprecn"		0.0%	0.0%	0.0%	250.4%	43.7%	43.7%	24.2%	24.2%	24.2%

References

1. Total Capital Expenditure on renewal of existing assets (SA34b) plus Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on upgrading of existing assets (SA34e) must reconcile to total

check balance 58 045 175 291 943 774 - 286 804 518 262 862 496 249 719 373 275 922 991 289 719 141 304 205 098

[illegible]

Cemeteries/Crematoria										
Police										
Parks										
Public Open Space										
Nature Reserves										
Public Ablution Facilities										
Markets										
Stalls										
Abattoirs										
Airports										
Taxi Ranks/Bus Terminals										
Capital Spares										
Sport and Recreation Facilities	-	-	-	-	-	-	-	-	-	-
Indoor Facilities										
Outdoor Facilities										
Capital Spares										
Heritage assets	-	-	-	-	-	-	-	-	-	-
Monuments										
Historic Buildings										
Works of Art										
Conservation Areas										
Other Heritage										
Investment properties	-	-	-	-	-	-	1 870	1 864	2 062	
Revenue Generating	-	-	-	-	-	-	1 870	1 864	2 062	
Improved Property							1 870	1 864	2 062	
Unimproved Property										
Non-revenue Generating	-	-	-	-	-	-	-	-	-	
Improved Property										
Unimproved Property										
Other assets	3 378	-	-	1 800	1 800	1 800	1 400	1 470	1 544	
Operational Buildings	3 378	-	-	1 800	1 800	1 800	1 400	1 470	1 544	
Municipal Offices	3 378			1 800	1 800	1 800	1 400	1 470	1 544	
Pay/Enquiry Points										
Building Plan Offices										
Workshops										
Yards										
Stores										
Laboratories										
Training Centres										
Manufacturing Plant										
Depots										
Capital Spares										
Housing	-	-	-	-	-	-	-	-	-	
Staff Housing										
Social Housing										
Capital Spares										
Biological or Cultivated Assets	-	-	-	-	-	-	-	-	-	
Biological or Cultivated Assets										
Intangible Assets	-	-	-	2 500	2 500	2 500	1 017	1 068	1 121	
Servitudes										
Licences and Rights	-	-	-	2 500	2 500	2 500	1 017	1 068	1 121	
Water Rights										
Effluent Licenses										
Solid Waste Licenses										
Computer Software and Applications				2 500	2 500	2 500	1 017	1 068	1 121	
Local Settlement Software Applications										
Unspecified										
Computer Equipment	-	-	-	-	-	-	-	-	-	
Computer Equipment										
Furniture and Office Equipment	657	-	-	-	-	-	-	-	-	
Furniture and Office Equipment	657									
Machinery and Equipment	10 422	-	-	2 000	2 000	2 000	9 620	10 101	10 606	
Machinery and Equipment	10 422			2 000	2 000	2 000	9 620	10 101	10 606	
Transport Assets	11 527	-	-	12 600	12 600	12 600	12 000	12 600	13 230	
Transport Assets	11 527			12 600	12 600	12 600	12 000	12 600	13 230	
Land	-	-	-	-	-	-	-	-	-	
Land										
Botanical, Marine and Non-biological Animals	-	-	-	-	-	-	-	-	-	
Zoo's, Marine and Non-biological Animals										
Total Repairs and Maintenance Expenditure	1	54 503	-	88 769	88 769	88 769	79 258	83 221	87 382	
IM as a % of PPE		1.4%	0.0%	0.0%	2.1%	2.0%	2.0%	1.8%	1.8%	1.8%
IM as % Operating Expenditure		4.9%	0.0%	0.0%	7.4%	7.0%	7.3%	6.5%	6.5%	6.6%

References

Total Repairs and Maintenance Expenditure by Asset Category must reconcile to total repairs and maintenance expenditure on Table SA1

check balance

[illegible]

Depreciation based on write down values. Not including Depreciation resulting from revaluation.

Check	-	-	0	(349)	4 369	4 151	0	0	0
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[illegible]

Public Ablution Facilities										
Markets										
Stalls										
Abattoirs										
Airports										
Taxi Ranks/Bus Terminals										
Capital Spares										
Sport and Recreation Facilities	--	--	--	--	--	--	--	--	--	
Indoor Facilities										
Outdoor Facilities										
Capital Spares										
Heritage assets	--	--	--	--	--	--	--	--	--	
Monuments										
Historic Buildings										
Works of Art										
Conservation Areas										
Other Heritage										
Investment properties	--	--	--	--	--	--	--	--	--	
Revenue Generating	--	--	--	--	--	--	--	--	--	
Improved Property										
Unimproved Property										
Non-revenue Generating	--	--	--	--	--	--	--	--	--	
Improved Property										
Unimproved Property										
Other assets	323	333	--	20 800	556	528	22 000	23 100	24 255	
Operational Buildings	323	333	--	20 000	556	528	22 000	23 100	24 255	
Municipal Offices	322 556	332 531		20 000 000	555 630	527 849	22 000	23 100	24 255	
Pay/Enquiry Points										
Building Plan Offices										
Workshops										
Yards										
Stores										
Laboratories										
Training Centres										
Manufacturing Plant										
Depsols										
Capital Spares										
Housing	--	--	--	--	--	--	--	--	--	
Staff Housing										
Social Housing										
Capital Spares										
Biological or Cultivated Assets	--	--	--	--	--	--	--	--	--	
Biological or Cultivated Assets										
Intangible Assets	8 300	1 408	--	5 100	4 300	4 085	1 800	1 890	1 985	
Services										
Licences and Rights	8 300	1 408	--	5 100	4 300	4 085	1 800	1 890	1 985	
Water Rights	8 299 608	1 407 518								
Effluent Licenses										
Solid Waste Licenses										
Computer Software and Applications				5 100 000	4 300 000	4 085 000	1 800 000	1 890	1 985	
Load Settlement Software Applications										
Unspecified										
Computer Equipment	--	2 800	--	253	--	--	--	--	--	
Computer Equipment		2 800 000		253 129						
Furniture and Office Equipment	4 243	3 875	--	1 400	--	--	2 150	2 258	2 370	
Furniture and Office Equipment	4 243	3 875		1 400			2 150	2 258	2 370	
Machinery and Equipment	10 821	--	--	--	--	--	--	--	--	
Machinery and Equipment	10 821									
Transport Assets	742	16 167	--	--	1 200	1 140	5 000	5 250	5 513	
Transport Assets	742	16 167			1 200	1 140	5 000	5 250	5 513	
Land	--	23 154	--	500	500	475	--	--	--	
Land		23 154		500	500	475				
Zoo's, Marine and Non-biological Animals	--	--	--	--	--	--	--	--	--	
Zoo's, Marine and Non-biological Animals										
Total Capital Expenditure on upgrading of existing assets	1	58 045	291 944	--	285 605	262 862	249 719	275 923	289 719	304 205
Upgrading of Existing Assets as % of total capex		0.0%	50.0%	0.0%	50.0%	50.0%	50.0%	50.0%	50.0%	50.0%
Upgrading of Existing Assets as % of deprecen"		28.5%	134.4%	0.0%	573.6%	107.6%	107.6%	162.5%	162.5%	162.5%

1. Total Capital Expenditure on upgrading of existing assets (SA34a) plus Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on renewal of existing assets (SA34b) must reconcile to total capital expenditure (SA34c).

check balance	58 045 175	291 943 774	-	286 804 518	262 862 498	249 719 373	275 922 991	289 719 141	304 205 098
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Choose name from list - Supporting Table SA35 Future financial implications of the capital budget

Vote Description R thousand	Ref	2020/21 Medium Term Revenue & Expenditure Framework			Forecasts			
		Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Present value
Capital expenditure	1							
Vote 1 - Executive and Council		-	-	-				
Vote 2 - Finance and Administration		30 950	32 498	34 122				
Vote 3 - Community and public safety		-	-	-				
Vote 4 - Sport and recreation		-	-	-				
Vote 5 - Public safety		-	-	-				
Vote 6 - Economic and environmental services		-	-	-				
Vote 7 - Environmental protection		-	-	-				
Vote 8 - Water management		189 444	198 916	208 862				
Vote 9 - Waste water management		55 529	58 305	61 221				
Vote 10 - Other		-	-	-				
Vote 11 - Health		-	-	-				
Vote 12 - [NAME OF VOTE 12]		-	-	-				
Vote 13 - [NAME OF VOTE 13]		-	-	-				
Vote 14 - [NAME OF VOTE 14]		-	-	-				
Vote 15 - [NAME OF VOTE 15]		-	-	-				
List entity summary if applicable								
Total Capital Expenditure		275 923	289 719	304 205	-	-	-	-
Future operational costs by vote	2							
Vote 1 - Executive and Council								
Vote 2 - Finance and Administration								
Vote 3 - Community and public safety								
Vote 4 - Sport and recreation								
Vote 5 - Public safety								
Vote 6 - Economic and environmental services								
Vote 7 - Environmental protection								
Vote 8 - Water management								
Vote 9 - Waste water management								
Vote 10 - Other								
Vote 11 - Health								
Vote 12 - [NAME OF VOTE 12]								
Vote 13 - [NAME OF VOTE 13]								
Vote 14 - [NAME OF VOTE 14]								
Vote 15 - [NAME OF VOTE 15]								
List entity summary if applicable								
Total future operational costs		-	-	-	-	-	-	-
Future revenue by source	3							
Property rates								
Service charges - electricity revenue								
Service charges - water revenue								
Service charges - sanitation revenue								
Service charges - refuse revenue								
Rental of facilities and equipment								
List other revenues sources if applicable								
List entity summary if applicable								
Total future revenue		-	-	-	-	-	-	-
Net Financial Implications		275 923	289 719	304 205	-	-	-	-

References

1. Summarise the total capital cost until capital project is operational (MFMA s19(2)(a))
2. Summary of future operational costs from when projects operational (present value until the end of each asset's useful life) (MFMA s19(2)(b))
3. Summarise the future revenue from when projects are operational, including municipal tax and tariff implications, (present value until the end of asset's useful life)

Choose name from list - Supporting Table SA36 Detailed capital budget

R. Roodmond		2020/21 Medium Term Revenue & Expenditure Framework									
Function	Project Description	Asset Class	Asset Sub-Class	Ward Location	GPS Longitude	GPS Latitude	Audited Outcome 2018/19	Current Year 2019/20 Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Parent municipality: List all capital projects grouped by Function											
Corporate Services	Motor Vehicles Buildings and Structures Computer Equipment Fire Equipment	Other Assets Other Assets Other Assets Other Assets	General vehicles Municipal Offices Computers - software/equipment Fire Equipment								
Disaster	Property transfers	Other Assets	Computers - hardware/equipment								
Corporate Services	Computer Equipment	Other Assets	Computers - hardware/equipment								
Water Services	Upgrade to the roads and leimakey infrastructure Non-revenue water reduction	Infrastructure - Water Infrastructure - Water	Water Treatment Works Water Treatment Works								
	Melkaba and Surrounds Water Supply Scheme Southern Main Makabe Farm Supply Scheme Kwelenkhe Bulk Water Extension Kwelenkhe Water Supply Rehabilitation Unzinkhulu Permanent Re-lined Concrete Mead Income Housing Bulk Water Infrastructure Construction of Mahabeni Production Borehole System-Steel Tank Reservoir & Relined	Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water	Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works								
	Replacement of existing main pipeline from WTW to Kwezi Reservoir Construction of Spring Protection Systems Upgrade of Spring Protection and Steel Pipework MAE Replacement of aged infrastructure Buthojhi WTW Clarifier No.1 Bridge Rehabilitation Umhlabana WTW Clarifier No.1 surface screening Umhlabana WTW Clarifier No.1 bridge rehabilitation Unzinkhulu Bulk Water Augmentation Scheme Kwelenkhe Water Scheme-Phase 3	Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water Infrastructure - Water	Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works Water Treatment Works								
Waste Water Management	Maintaining Low Cost Housing Project Penetration Waterborne Sanitation Project Mangate Sewer Pipeline Replacement Mashongu/Worpe Sanitation Project Mkhombeni Sanitation Greenfield/Mazokhe Sanitation MAE Replacement of aged infrastructure Sodaburg WWTW PST 1 bridge Harding Sanitation Scheme Phase 3	Infrastructure - Sanitation Infrastructure - Sanitation Infrastructure - Sanitation Infrastructure - Sanitation Infrastructure - Sanitation Infrastructure - Sanitation	Refeculation Refeculation Refeculation Refeculation Refeculation Refeculation								
Parent Capital expenditure											
Entities: List all capital projects grouped by Entity											
Entity A Water project A											
Entity B Electricity project B											
Entity Capital expenditure											
Total Capital expenditure											
References:											
Matrix reconcile with Budgeted Capital Expenditure Projects that fall above the threshold values applicable to the municipality as identified in regulation 13 of the Municipal Budget and Reporting Regulations must be listed individually. Other projects by Function Asset class as per table A8 and asset sub-class as per table SA34 GPS coordinates correct to seconds. Provide a digital starting point on networked infrastructure. Distinguishing projects approved in terms of MFMA section 19(1)(b) and MPRR Regulation 13 Project Number consists of MSCOA Project Longcode and unit No (example PC00102006002_00002)											

check

304 205

Final Capital Budget 2020/2021

SDBIP	OTHER DEPARTMENTS	2020/2021	Opex	Capital Exp
CS011a	Double cabs	5 000 000.00		5 000 000.00
CS023a	Oslo Beach phase 3	20 000 000.00		20 000 000.00
CS025A	ICT Infrastructure9 Servers2 UPS/Tape Library for DR	1 800 000.00		1 800 000.00
CS023a	Standby furniture, microwaves, fridges, beds	2 000 000.00		2 000 000.00
CS023a	Building Refurbishments & fencing of various sites (OHS)			
CS023E	Fire equipment for Ugu Vehicles	1 000 000.00		1 000 000.00
CS074A	Fire equipment and Maintenance	150 000.00		150 000.00
CS023A	Biometric time and attendance system	1 000 000.00		1 000 000.00
	TOTAL OTHER DEPTS - INTERNAL FUNDS	30 950 000.00		30 950 000.00
	WATER			
WS/PMU13	Southern Mains Replacement (Opex)			
WS/PMU13	Southern Mains Replacement (Capex)	45 942 938.00		45 942 938.00
WS/PMU15	Vulamehlo Cross-Border Water Scheme (Opex)			
WS/PMU15	Vulamehlo Cross-Border Water Scheme (Capex)	5 166 917.00	5 166 917.00	-
WS/PMU11	Miskaba and Surrounds Water Supply Scheme (Opex)	1 000 000.00	1 000 000.00	
WS/PMU11	Miskaba and Surrounds Water Supply Scheme (Capex)	15 573 930.00		15 573 930.00
WS/PMU4	KwaXolo Bulk water Supply (Opex)	1 000 000.00	1 000 000.00	
WS/PMU4	KwaXolo Bulk water Supply (Capex)	26 000 000.00		26 000 000.00
WS/PMU7	Harding Weza Regional Bulk Water Supply(Dam) (Opex)	445 942.00	445 942.00	
WS/PMU7	Harding Weza Regional Bulk Water Supply(Dam) (Capex)			
WS/PMU17	KwaLembe	4 489 600.00		4 489 600.00
WS/PMU14	Mistake Farm	11 792 553.00		11 792 553.00
WS/PMU41	Umzimkhulu Permanent Re-inforced Concrete Berm	2 000 000.00		2 000 000.00
WS/PMU43	Mixed Income Housing: Bulk Water Infrastructure	2 000 000.00		2 000 000.00
WS/PMU/COVID-19	Construction of Mabhelani Production Borehole System-Steel Tank Reservoir & Reticulation	5 000 000.00		5 000 000.00
WS/PMU/COVID-19	Replacement of existing main pipeline Weza WTW to Kwezi Reservoir	13 000 000.00		13 000 000.00
WS/PMU/COVID-19	Refurbishment and Drilling of Boreholes	2 000 000.00		2 000 000.00
WS/PMU/COVID-19	Construction of Spring Protection Systems	1 000 000.00		1 000 000.00
WS/PMU/COVID-19	Upgrade of Esperanza Pumpstation and Steel Pipework	2 615 000.00		2 615 000.00
	Top Slice	11 966 800.00	11 966 800.00	
	TOTAL WATER (MIG)	150 993 680.00	19 579 659.00	131 414 021.00
ws/wat/cap/5	Pipeline Replacement (Opex)			
ws/wat/cap/5	Pipeline Replacement (Capex)	42 075 000.00		42 075 000.00
ws/wat/cap/7	Non-revenue water reduction (Opex)	500 000.00	500 000.00	
ws/wat/cap/7	Non-revenue water reduction (Capex)	7 425 000.00		7 425 000.00
	TOTAL WSIG	50 000 000.00	500 000.00	49 500 000.00

WS/WAT/CAP/2	M&E Replacement of aged infrastructure	6 000 000.00		6 000 000.00
WS/WAT/CAP/40	Bhobhoyi WTW Clarifier No.1 Bridge refurbishment	1 150 000.00		1 150 000.00
WS/WAT/CAP/41	Umthavuna WTW Clarifier No.1 surface screeding	690 000.00		690 000.00
WS/WAT/CAP/42	Umthavuna WTW Clarifier No.1 bridge refurbishment	690 000.00		690 000.00
	TOTAL WATER - INTERNAL FUNDS	8 530 000.00	-	8 530 000.00
	TOTAL WATER BUDGET	209 523 680.00	20 079 659.00	189 444 021.00
	SANITATION			
WS/PMU12	Umkzinto Slum Clearance: Farm Isontl Low cost Housing Water and Sanitation Scheme (Opex)			
WS/PMU12	Umkzinto Slum Clearance: Farm Isontl Low cost Housing Water and Sanitation Scheme(Capex)	16 993 350.00	16 993 350.00	-
WS/PMU22	Pennington (Opex)	500 000.00	500 000.00	
WS/PMU22	Pennington (Capex)	1 648 970.00		1 648 970.00
WS/PMU19	Malangen Low Cost Housing Project (Opex)	3 000 000.00	3 000 000.00	
WS/PMU19	Malangen Low Cost Housing Project (Capex)	40 200 000.00		40 200 000.00
WS/PMU25	Masinenge/uVongo Sanitation Project (Opex)			
WS/PMU25	Masinenge/uVongo Sanitation Project (Capex)	1 000 000.00	1 000 000.00	-
WS/PMU42	Mkholombe Sanitation	3 000 000.00		3 000 000.00
WS/PMU 44	Greenfields/Mazakhele Sanitation	2 000 000.00		2 000 000.00
	VIP Sanitation	20 000 000.00	20 000 000.00	
	TOTAL SANITATION (MIG)	88 342 320.00	41 493 350.00	46 848 970.00
ws/san/cap/1	M&E Replacement of aged Infrastructure	7 000 000.00		7 000 000.00
ws/san/cap/35	Scottburgh WWTW PST 1 bridge	1 680 000.00		1 680 000.00
	TOTAL SANITATION - INTERNAL FUNDS	8 680 000.00		8 680 000.00
	TOTAL SANITATION BUDGET	97 022 320.00		55 528 970.00
	TOTAL UGU BUDGET	337 496 000.00	61 573 009.00	275 922 991.00

CAPITAL MIG	R239 336 000
WSIG	50 000 000.00
INTERNAL FUNDS	R48 160 000
	R337 496 000

UGU DISTRICT MUNICIPALITY
EQUITABLE SHARE 2020/2021 ALLOCATION

105% 106% 108%

DETAILS	2018/2019	Draft 2019/2020	Draft 2020/2021	% Increase
National Equitable Share Allocation	-435 877 000	-462 844 000	-501 357 000	8.3%
Less : Allocated Expenditure	378 695 426	452 959 065	501 357 000	10.7%
<i>Cost of Supplying Free Basic Metered Water</i>				
<i>Free Basic Water – Standpipes</i>				
<i>Equitable Share 2018/2019 – Water</i>				
Water	23 539 151	46 888 761	50 639 862	8.0%
Water	42 840 964	76 672 928	82 806 762	8.0%
Water	209 843 154	226 630 606	244 761 034	8.0%
Water Tariff Subsidization	146 616 053	158 345 337	171 012 964	8.0%
Indigent Support	51 593 983	55 721 501	60 179 221	8.0%
Drought Relief and Emergency Water Supply	11 633 118	12 563 768	13 568 869	8.0%
Water				
<i>Equitable Share 2018/2019 – Sanitation</i>				
Sanitation	13 117 371	14 166 760	15 300 101	8.0%
Sanitation Service Subsidization	13 117 371	14 166 760	15 300 101	8.0%
<i>Equitable Share 2018/2019 – Grants</i>				
Tourism Marketing – Single Tourism Body	89 354 786	88 600 009	107 849 220	21.7%
Tourism Development	8 269 090	8 781 773	9 326 243	6.2%
Tourism Development Agency	6 615 272	7 025 419	7 460 995	6.2%
Disaster Management	6 738 821	7 156 628	7 600 339	6.2%
Fire Fighting	5 580 000	5 925 960	6 293 370	6.2%
Environmental Services	2 460 000	2 612 520	2 774 496	6.2%
Local Economic Development Projects	18 006 637	19 123 048	20 308 678	6.2%
Other Operational Expenditure	23 443 930	24 897 454	26 441 096	6.2%
Councillors Remuneration	12 729 381	7 223 829	7 223 829	0.0%
Water Tankers	5 511 655	5 853 378	6 216 287	
Water Serv	57 181 574	9 884 935	14 203 887	
AVAILABLE	0	0	14 203 887	#DIV/0!

UGU DISTRICT MUNICIPALITY

TARIFF OF CHARGES 2020/2021 WITH EFFECT FROM 1 JULY 2020 (EXCLUDING VAT)

1. COUNCIL'S CHARGES FOR WATER SUPPLIED TO CONSUMERS

- (a) All consumers with a private water connection will be liable for the payment of a basic cost irrespective if water is supplied or not. The basic cost shall be calculated by multiplying the quota of a consumer by the amount of the basic cost.
- (b) In 2020/2021 financial year there will be no increment on the basic charge.
- (b) Charges for water supplied shall be calculated by multiplying the consumption of the consumer by the applicable tariff code, by category of consumer.
- (c) The following tariff and basic costs will be implemented on all accounts submitted on or after **1 July 2020** based on the quota as allocated to the meter.
- (d) The production cost incurred by the municipality in producing one (1) kilolitre of water is **R15.98 excluding VAT.**
- (e) The 6 kilolitres free will only be limited to indigent customers. None indigent customers will be charged on all water usage.
- (f) All overdue accounts will be charged 6.5% interest per annum.
- (g) The deposit amounts for existing connections on the tariff schedule R550.00 – Urban, R200 – Rural and R1000 – Tenants

CONSUMPTION CHARGE

1. Properties zoned as Special and General Residential -Category A AND E

A: INDIGENTS CUSTOMERS

	2019/2020	2020/2021	% increase	
0 to 6 Kl	Free	Free	Indigent only	Indigent customers
7 – 39kl	15.25	16.47	8%	
40 – 51kl	24.31	26.25	8%	
>52kl	27.39	29.58	8%	

B: NON-INDIGENTS CUSTOMERS

	2019/2020	2020/2021	% increase	
0 – 39kl	15.25	16.47	8%	
40 – 51kl	24.31	26.25	8%	
>52kl	27.39	29.58	8%	

2. **Multi unit residential - Estates AND OTHER bulk users**

Total Monthly Quota as per Service Level Agreement- Category B

	2019/2020	2020/2021		
For water consumption	15.98	15.98	Adjusted to normal residential tariff	
For water drawn in excess of quota	27.46	29.66	8%	

3. **Commercial, Industrial or other- Category C**

For water consumption up to quota	15.24	15.24	Business and government charged R1 more than Residential which is R1 above break-even
For water drawn in excess of quota	30.46	32.89	8%

4. **Special Category - Category D**

Basic to be determined as per Service Level Agreement
Water Consumption determined as per Service Level Agreement

BASIC CHARGE

Category A to D (i.e. Residential and Special Residential Properties)

- (d) A monthly basic charge per kilolitre quota (or part thereof) per day which cost shall be paid at Council's option by the consumer and/or legal owner of the property serviced by the meter – **R165.11.**
Consumers residing in areas currently categorised as rural areas by the municipality will receive a 75% rebate on the basic charge.

Category E (i.e. Sub-economic such as Townships)

- (e) A monthly basic charge per kilolitre quota of **0.71 kilolitres** per day, which cost shall be paid at Council's option by the consumers residing in areas currently categorised as sub-economic by the municipality – **R110.99.**

(f) **Water and Sanitation Basic Charges- other**

Category	Adjusted billing to
Schools	One Basic per meter + Charge per Kilolitre
Religious institutions & non-profit organisations	One Basic per meter + Charge per Kilolitre
Industrial	Calculated Quota
Category E	Sub-economic
Category F	Indigent

2. **COUNCIL'S CHARGE FOR A NEW WATER AND SANITATION CONNECTION****2.1 WATER**

SIZE	2019/2020	2020/2021	% Increase
15 mm [Other]	3,741.60	4,040.93	8%
20 mm	6,777.68	7,319.90	8%
25 mm	8,789.63	9,492.80	8%
40 mm	13,748.27	14,848.14	8%
SIZE		Deposit Required	
50mm	Cost plus 10%	12,000.00	
75mm	Cost plus 10%	13,000.00	
100mm	Cost plus 10%	14,000.00	
50mm combination	Cost plus 10%	16,000.00	

2.2 SANITATION

SIZE	2019/2020	2021/2021	% Increase
110mm standard	2,384.77	2,575.55	8%

connection, 6m from the boundary of the property to be connected			
160mm Standard connection 6m from the boundary of the property to be connected	3,067.50	3,312.90	8%
SIZE	2019/2020	2020/2021	
110mm under gravel, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	
160mm under gravel, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	
110mm under tarmac road, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	
160mm under tarmac road, situated more than 6m from boundary of the property to be connected	Cost plus 10%	Cost plus 10%	

3. **COUNCIL'S CHARGES FOR MISCELLANEOUS SERVICES**

	SERVICE	2019/2020	2020/2021	% INCREASE
1.	Testing water meters 15 mm and 20 mm	1,537.99	1,661.03	8%
2.	Reconnection/Requested Disconnection of supply	324.58	350.55	8%
3.	Reconnection of supply outside working hours	1,415.62	1,528.87	8%
4.	Restriction (Credit control)	332.49	359.09	8%
5.	Disconnection (Credit control)	775.80	837.87	8%
6.	Special meter readings	1,108.26	1,196.92	8%
7.	Inspection of leaks in terms of Section 23(c)	1,479.31	1,597.65	8%
8.	Any other service	N/A	N/A	
9.	For water drawn from an unmetered point of supply per hour or part thereof	1,130.44	1,220.88	8%
10.	For water drawn from a hydrant standpipe	15.25	16.47	8%
11.	Availability charge per fire hydrant standpipe	116.81	126.15 per month per fire hydrant	8%
12.	Water supplied by tanker less/equal to 6kl	1,598.66	1,726.56	8%
13.	Plan approval fee	351.71	379.85	8%
14.	Inspection Fee per visit	715.80	773.06	8%
				8%
15.	Clearance Certificates	369.66	399.23	8%
16.	Drainage Certificate Fee	290.66	313.91	8%
17.	Application in terms of New Planning Act	3,615.17	3,904.38	8%
18.	Town Planning Applications	351.71	379.85	8%

P80

19.	Miscellaneous charges		Cost + 10%	8%
20.	Administration fee/ Town Planning related matters	284.72	307.50	8%
21.	Administration fee/ Town Planning related matters	715.80	773.06	8%

5. **WATER AVAILABILITY CHARGE** for the year 2020/2021 raised in terms of gazetted water bylaws of the municipality the Council levy a uniform **WATER RATE** on all vacant land to cater for capital cost of the water infrastructure already invested in the area. The owner of such land should have a title deeds to prove ownership of the land. An increment of 8% as from 01 July 2020 shall apply.

A UNIFORM CHARGE OF R2,525.23 (2019/2020: R2,338.18) PER YEAR PER RATED LOT IRRESPECTIVE OF AREA

The final date for payment of such charge shall be **30 NOVEMBER 2020.**

5. **COUNCIL'S CHARGES FOR SANITATION SERVICES**

		2019/2020	2020/2021	% INCREASE (DECREASE)
5.1	Waterborne Sanitation (All Areas) Residential Basic Charge (per unit / per property) Charge per kilolitre (water consumption) Conservancy with a Main line facility to Pay 2 x basic fee Industrial/Commercial Basic Charge (per quota) Charge per kilolitre	269.16 4.74 538.30 269.16 4.75	269.16 5.12 538.30 269.16 6.91	0.00% 8% 0.00% 0.00% 8%
	For any sewage effluent delivered to the sewerage works for processing, per kilolitre or part thereof	35.61	38.46	8%
5.3	Conservancy Tank Clearances (All Ugu) Residential Basic Charge (per unit/ per property) Charge per kilolitre (water consumption) SINGLE RESIDENTIAL UNITS ▪ FIRST LOAD 100% OF APPROVED TARIFF - ▪ SECOND LOAD 70% OF APPROVED TARIFF- ▪ THIRD LOAD AND MORE 50% OF APPROVED ON CONDITION THAT THERE IS A SPLIT OF GREY AND BLACK WATER As approved by a municipal inspector	269.16 4.74 495.13 346.59 247.55	269.16 5.12 750.00 525.00 375.00	0.00% 8% Market related 30% rebate 50% rebate

		2019/2020	2020/2021	% INCREASE (DECREASE)
	Industrial/Commercial Basic Charge (per quota) Charge per kilolitre <i>Conservancy tank customers will receive one load per month included in the basic charge tariff</i>	269.16 5.9	269.16 6.9	0.0% 8%
5.4	Adhoc Vacuum tanker services (All Ugu) For each draw requested	675.67	750.00	Market related
5.5	Removal of conservancy tank effluent: - - For the removal of conservancy effluent per load or part thereof after normal office hours (Monday to Friday). An applicant for the supply of a conservancy service shall pay a deposit equivalent to the rand value of the number of estimated additional monthly draws anticipated.	2,801.50	3,025.62	8%
5.6	1) Conservancy tank additional draws are performed on a cash basis, unless there is a consumer account reflecting an appropriate deposit. 2) Conservancy tank draws shall be performed within 48 hours of request and/or confirmation of receipt of monies. 3) It is the responsibility of the person requesting a draw to get a reference number for follow-up queries.	572.13 475.19 339.43	617.9 513.2 366.58	8% 8% 8%
5.7	Septic Tank Charge: - Umdoni Municipality - Per Draw Provided: i) The septic tank must be located and exposed by the owner. ii) The effluent in the septic tank must be liquefied by the owner. iii) The septic tank must be accessible for removal. This service is performed on a cash basis only.	1,780.71	1,923.17	8%
5.8	Leachate Removal Charge: - Umdoni Municipality - Per Draw	319.65	345.22	8%

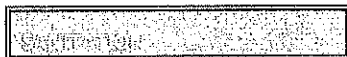
6. Tariff of charges for GIS Copies of Maps – all prices excl vat

Size	Colour Copy	Black and White Copy	Standard photo Copy	% Increase / (Decrease)
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	2019/2020	2020/2021	2019/2020	2020/2021	2019/2020	2020/2021	
A0	363.20	392.26	181.59	196.12		-	8%
A1	272.39	294.18	136.18	147.08		-	8%
A2	181.59	196.12	84.84	91.63		-	8%
A3	107.92	116.56	54.47	58.83	9.06	9.79	8%
A4	90.79	98.05	45.38	49.01	3.62	3.91	8%
Electronic Soft copy on CD	90.79	98.05			-	-	8%
Images (per MB)	74.13	80.06	45.38	49.01			8%

7.1 CAPITAL CONTRIBUTIONS FOR 2020/2021

Capital contribution shall be based on the actual demand and actual current cost that each development requires as calculated by a registered Civil Engineer and agreed to by Ugu Water Services Authority. The design shall be in terms of the Guidelines for Engineering Services and the National Building Regulations (SANS 0400).
Failing to submit an Engineers report the following will apply:



	2019/2020	2020/2021 (i.e. 8%)
OUTFALL SEWER/PUMPING MAIN	R9,303.12	R10,047.37
WASTE WATER TREATMENT WORKS	R8,837.96	R9,545.00
TOTAL	R18,141.08	R19,592.37
ONE QUOTA = 1000 LITERS		
NETWORK	R2,713.41	R2,930.48
DAM	R2,713.41	R2,930.48
SUPPLY PIPELINE	R2,465.33	R2,662.55
PUMPSATION	R3,504.18	R3,784.51
RESERVOIR	R2,635.88	R2,846.75
WATER PURIFICATION WORKS	R3,256.09	R3,516.58
TOTAL	R17,288.30	R18,671.36
ONE QUOTA = 1000 LITERS		



		WATER QUOTA		SANITATION QUOTA	
RESIDENTIAL 1	2020/2021	2019/2020	2020/2021	2019/2020	2020/2021
SUB ECONOMIC (250 TO	0.33	0.31	0.22	0.20	

400)				
LOW (401 TO 700M ²)	0.79	0.73	0.54	0.50
MIDDLE (701 TO 900 M ²)	1.06	0.98	0.70	0.65
HIGH (901 TO 2000)	1.32	1.22	1.08	1.00
GRANNY FLAT	0.66	0.61	0.43	0.40
		WATER QUOTA		SANITATION QUOTA
RESIDENTIAL 2 AND 3				
LOW (30 TO 60 M ²)	0.65	0.60	0.66	0.61
MIDDLE (61 TO 200 M ²)	0.86	0.80	0.85	0.79
HIGH (201 TO 500)	1.08	1.00	1.32	1.22
RESIDENTIAL 4 (HIGH RISE)	1.08	1.00	1.32	1.22
LOW (30 TO 50 M ²)	0.49	0.45	0.53	0.49
MIDDLE (51 TO 80 M ²)	0.65	0.60	0.66	0.61
HIGH (81 TO 200 M ²)	0.81	0.75	0.92	0.85
OFFICE /100M²	0.43	0.40	0.53	0.49
SHOPS/100M²	0.43	0.40	0.53	0.49
	2020/2021	2019/2020	2020/2021	2019/2020
CLINIC/BED	0.27	0.25	0.27	0.25
RETIREMENT VILLAGE/PERSON				
FRAIL CARE/PERSON	0.27	0.25	0.27	0.25
BEDSITTER/PERSON	0.27	0.25	0.27	0.25
UNITS/UNIT	0.54	0.50	0.54	0.50
HOSTELS/PUPIL	0.16	0.15	0.16	0.15
CRECHE/PUPIL	0.02	0.02	0.02	0.02
SCHOOLS/PUPIL	0.02	0.02	0.02	0.02
HOSPITAL/BED	0.27	0.25	0.27	0.25
RESTAURANT/SEAT	0.10	0.09	0.10	0.09
WAREHOUSE/ VEHICLE SHOWROOM (EXCL. OFFICE) /100 M²	0.22	0.20	0.22	0.20
INDUSTRIAL (EXCL. OFFICE) /100M²	0.43	0.40	0.43	0.40
CARAVAN PARK/SITE	0.65	0.60	0.54	0.50
CONFERENCE CENTRE/HALL / PER SEAT	0.10	0.09	0.10	0.09
GOLF ESTATE /HECTARE	5.40	5.00	6.59	6.10
SERVICE STATION/WORKSHOP/100M²	0.43	0.40	0.43	0.40
B&B AND GUESTHOUSE/LODGE/ROOM	0.65	0.60	0.54	0.50
HOTEL/ROOM	0.65	0.60	0.65	0.60
CHURCH/RELIGIOUS INSTITUTIONS	1.08	1.00	1.08	1.00
HALLS AND CLUB HOUSES	1.08	1.00	1.08	1.00
CAR WASH	8.29	7.68	8.29	7.68

QUOTA

WATER
QUOTASANITATION
QUOTA

RESIDENTIAL 1		
SUB ECONOMIC (250 TO 400)	0.26	0.2
LOW (401 TO 700M ²)	0.66	0.6
MIDDLE (701 TO 900 M ²)	0.92	0.7
HIGH (901 TO 2000)	1.32	1.3
GRANNY FLAT	0.66	0.6
RESIDENTIAL 2 AND 3		
LOW (30 TO 60 M ²)	0.79	0.6
MIDDLE (61 TO 200 M ²)	1.06	0.7
HIGH (201 TO 500)	1.32	1.3
RESIDENTIAL 4 (HIGH RISE)		
LOW (30 TO 50 M ²)	0.53	0.5
MIDDLE (51 TO 80 M ²)	0.79	0.6
HIGH (81 TO 200 M ²)	1.30	1.2
OFFICE /100M²	0.53	0.5
SHOPS/100M²	0.53	0.5
CLINIC/BED	0.26	0.2
RETIREMENT VILLAGE/PERSON		
FRAIL CARE/PERSON	0.26	0.2
BEDSITTER/PERSON	0.26	0.2
UNITS/UNIT	0.66	0.6
HOSTELS/PUPIL	0.22	0.2
CRECHE/PUPIL	0.02	0.0
SCHOOLS/PUPIL	0.03	0.0
HOSPITAL/BED	0.26	0.2
RESTAURANT/SEAT	0.13	0.1
WAREHOUSE (EXCL. OFFICE) /100 M²	0.13	0.1
INDUSTRIAL (EXCL. OFFICE) /100M²	0.40	0.4
CARAVAN PARK/SITE	0.53	0.5
CONFERENCE CENTRE/SEAT	0.13	0.1
GOLF ESTATE /HECTARE	7.05	7.0
SERVICE STATION/WORKSHOP/100M²	0.26	0.2
B&B AND GUESTHOUSE/LODGE/ROOM	0.66	0.6
HOTEL/ROOM	0.66	0.6
CHURCH/RELIGIOUS INSTITUTIONS	1.32	1.3
HALLS AND CLUB HOUSES	1.32	1.3

7.2 QUOTA

Quota can be bought at the rate (tariff) applicable when the development was constructed.

7.3 NUMBER OF BASIC CHARGES

Number of Basic charges shall be based on the actual number of units for each property. The number of basic charges shall be calculated as per the Guidelines for Engineering Services and based on the number of units, unit size and consumption per unit.

8. **INDUSTRIAL EFFLUENT CHARGES**

- The charges payable by the owner or occupier, as the case may be, of the manufacturing premises for the use of the Council's sewers in respect of the discharge and conveyance therein of trade effluent from the manufacturing premises, including the use of the Council's sewage purification works for purification of the trade effluent, shall be determined in accordance with the provisions of this by-law. Accounts will be rendered as soon as possible after each period of six months ending on 31st December, or 30th June of each year and shall apply to such periods. Where during any such six monthly period there has been a change of ownership or occupancy necessitating an apportionment of the amount due to the Council, the Council will apportion the amount between the parties concerned in a manner proportionate to the quantity of trade effluent discharged during the relevant respective periods of ownership or occupancy. Nothing herein shall be construed as preventing the Council from submitting accounts on a monthly basis should such practice be considered more expedient by the Council.

The General Manager: Water Services may base the trade effluent charge as described in paragraph (p) section (a), on the highest COD of one, or more samples collected from the trade effluent sampling point.

The charge to be levied by the General Manager: Water Services in respect to trade effluent discharged into its sewers from manufacturing premises shall be assessed in accordance with the following formula: -

$$R = A + ((\text{COD}/1000) \times B)$$

WHERE

R is the rate in cents per kilolitre due to the Council.

A is the basic carriage tariff expressed in cents per kilolitre, determined annually in advance by the Council. The value of A is R 8.12 (8%)

B is the basic treatment tariff expressed in cents per kilogram of COD, determined annually in advance by the Council. The value of B is R0.77 (8%)

COD is the chemical oxygen demand value expressed in milligram of COD per litre of effluent recorded in snap samples of effluent collected as and when deemed fit by the General Manager: Water Services.

The charges payable by the owner or occupier will also include any other charges as may be applicable.

- A copy of the methods of chemical analysis and testing procedures used to determine the COD for the purpose of calculating the charge equation described above shall be kept available by the General Manager: Water Services for inspection by the owner or occupier of any premises concerned. The method of chemical analysis will in all respects follow the STANDARD METHODS FOR WATER ANALYSES published by the SOUTH AFRICAN BUREAU OF STANDARDS being SABS METHOD 1048 – CHEMICAL OXYGEN DEMAND OF WATER.
- In the absence of any direct measurement, the quality of trade effluent discharged into the Council's sewers from any manufacturing premises during any period shall be estimated and determined by the General Manager: Water Services by reference to the quantity of water consumed on such premises during such period. The quantity of water consumed on such premises shall be determined by reference to the Council's water meters in the case of water obtained from the Council and by meter or by calculation in the case of water obtained from any other source, including water emerging from material processed on the premises.

In determining the quantity of trade effluent so discharged, due allowance shall be made for the quality of water which it is estimated is used for domestic purposes including gardening on such premises or any other purpose not resulting in the discharge of trade effluent and for water lost by reaction or evaporation during any processes on the manufacturing premises concerned and for water present in the final products or materials produced on such premises and, generally, the District Municipality shall take into consideration such matters as will enable it to estimate for the purpose of the by-laws the quantity of trade effluent discharged as aforesaid during any given period.

Industries linked to water borne sewer will be liable for the sanitation basic fee and charges per kilolitre as per charges set, over and above the industrial effluent charge, based on the calculated quota.

9. **ACCEPTANCE OF SEWAGE DELIVERED BY ROAD HAULAGE**

Description	2019/2020	2020/2021
	R	R
The charges for any sewage delivered for disposal to any Council facilities shall be assessed by an authorised officer in accordance with the prescribed tariff of charges:		
(a) Disposal of trade effluent from within the Council's area of jurisdiction delivered by private road tanker to Council facilities		
Per tanker load	R782.81	R845.44
(b) Disposal of trade effluent from without the Council's area of jurisdiction delivered by private road tanker to Council facilities		
Per tanker load	R1,404.45	R1,516.80
(c) Disposal of domestic effluent from within or without the Council's area of jurisdiction to Council facilities		
(i) delivered by private road tanker per kilolitre, measured as the nominal carrying capacity, of the tanker	R234.06	R252.79
(ii) delivered by private road haulage in drums per drum of capacity not exceeding 150 litres	R46.80	R50.54

10. **TARIFFS FOR INSTALLATION OF BASE TELECOMMUNICATION STATIONS**

The MONTHLY tariffs for the new installation and the renewal of existing leases of base telecommunication stations on municipal property shall be as per the below mentioned tariff of charges:

- R8,104.43 (R7,504.10) on property with an existing structure.

Tower erected on Municipal land (a Greenfield site)

- R4,052.21(R3,752.05) for Co-Locators (Sub-leases)

Billed to the main lessee, applicable to new leases signed or renewed after 1 July 2012

-R1,620.88 (R1,500.82) for antennae's with no base stations

Dependant on technical criteria, frequency emissions and site size being no greater than 5m2

It should be noted that for a single installation, a lease agreement will be entered into with one service provider. In the event of co-use of telecommunications masts by cellular network providers, the primary service provider with whom the municipality entered into lease agreement will be responsible for the account.

11. **OFFENCES AND PENALTIES**

Any offences and/or penalties raised by the municipality shall be affected as per Part 7 (General Provisions), clause 34, of the Gazetted Water Services Bylaws, as adopted in terms of Section 21 of the Water Services Act, Act No. 108 of 1997.

12. **SPORTFIELDS AND MULTI – COURTS TARIFFS 2020/2021**

The municipal has leased out the Ugu Sports and Leisure Centre to Cyassound Holdings for a period of 5 years ending 28 February 2020. The tariffs for the use of the facility will be determined by the lessor until the expiry of the lease contract. However, the lease agreement in question has been terminated. The property is now managed by the municipality itself.

13. **PROMOTION OF ACCESS TO INFORMATION ACT (PAIA) SCHEDULE OF FEES**

(Act No. 2 of 2000) [Regulation 6]

A request for access to a record, as contemplated in Section 18(1) of the Act, must be made in the form of Form A – PAIA REQUEST FOR ACCESS TO RECORD.

1. **FEE STRUCTURE**

Fees chargeable for the records of Ugu District Municipality;

A.	REPRODUCTION FEES	
1.	For every photocopy of an A4 Size page or part thereof	R1.17
2.	For every printed copy of an A4 size page or part thereof held on a computer in electronic or machine readable form	R0.83
3.	For a copy in a computer readable form on;	
3.1	Compact Disc (CD)	R77.74
3.2	Digital Video Disk (DVD)	R77.74
4.		
4.1	For transcription of visual images for an A4 size page or part thereof	R42.74
4.2	For a copy of visual images	R123.05
5.		
5.1	For a transcription of an audio record, for an A4 size page or part thereof	R24.60
5.2	For a copy of an audio record	R33.03
6.	The request fee payable by every requested, other than a personal requestor referred to in section 22(1) of the Act	R67.97
B.	ACCESS FEES	
	Access fees payable by a requester referred to in section 22(7) of the Act, unless exempted under	

	section 22(8) of the Act	
1.	For every photocopy of an A4 Size page or part thereof	R1.17
2.	For every printed copy of an A4 size page or part thereof held on a computer in electronic or machine readable form	R0.87
3.	For a copy in a computer readable form on;	
3.1	Compact Disc (CD)	R77.74
3.2	Digital Video Disk (DVD)	R77.74
4.		
4.1	For transcription of visual images for an A4 size page or part thereof	R42.74
4.2	For a copy of visual images	R116.57
5.		
5.1	For a transcription of an audio record, for an A4 size page or part thereof	R23.33
5.2	For a copy of an audio record	R64.37
6.	To search for the record for disclosure, excluding the first hour, reasonably required time for such a search.	R29.13per hour or part of an hour

COUNCIL'S TARIFF OF CHARGES FOR ATMOSPHERIC EMISSIONS LICENCE PROCESSING

- (a) All activities listed in terms of section 21 of the NEM-Air Quality Management Act (Act no. 39 of 2004) and Section 6 of Ugu District Municipality Air Quality Management by-law will be subject to the payment of an AEL processing fee.
- (b) The cost shall be calculated by using the AEL processing fee calculator which is prescribed by Ugu District Municipality with due consideration given to a myriad of factors.
- (c) The fee shall be implemented on all AEL applications submitted to the Air Quality Officer (AQO) for scrutiny and approval.

EXISTING AEL FEE BANDS

APPLICATION BANDS	BAND SIZE		FEE SCHEDULE (R)/YEAR
Band 1	0	13	6,453.27
Band 2	14	21	16,133.16
Band 3	22	40	25,813.08
Band 4	41	60	35,493.00
Band 5	61	80	96,799.08
Band 6	81	100	129,065.43

UGU DISTRICT MUNICIPALITY
NEW ATMOSPHERIC EMISSIONS LICENCE (AEL) FEES 2020/21 FOR POST 2013 (NEW) AELS

Number of 21 listed activities	New application	Review	Renewal	Transfer	Service fee (consideration of annual reports)	Penalty for late submission of annual report
1 unit of listed activities	26,352	13,176	13,176	13,176	6,588	12% of the outstanding amount
2 to 5 units of listed activities	65,880	32,940	13,176	13,176	16,470	12% of the outstanding amount
6 to 10 units of listed activities	131,760	65,880	13,176	13,176	32,940	12% of the outstanding amount
11 and more units of listed activities	527,040	263,520	13,176	13,176	26,352	12% of the outstanding amount

UGU DISTRICT MUNICIPALITY

“The Municipality”



BUDGET POLICY

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1. **DEFINITIONS**

In this Policy, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Act, has the same meaning as in that Act.

“Accounting Officer” means the Municipal Manager of Ugu Municipality;

“Allocation” means –

- i) a municipality's share of the local government's equitable share referred to in Section 214(l) (a) of the Constitution;
- ii) an allocation of money to a municipality in terms of Section 214(1) (c) of the Constitution;
- iii) an allocation of money to a municipality in terms of a provincial budget; or
- iv) any other allocation of money to a municipality by an organ of state, including by another municipality, otherwise than in compliance with a commercial or other business transaction.

“Annual Division of Revenue Act” means the Act of Parliament, which must be enacted annually in terms of Section 214(1) of the Constitution;

“Approved budget” means an annual budget -

- a) approved by a municipal Council, or
- b) includes such an annual budget as revised by an adjustments budget in terms of section 28 of the MFMA.

“Budget-related policy” means a policy of a municipality affecting or affected by the annual budget of the Municipality, including -

- a) the tariffs policy, which the Municipality must adopt in terms of Section 74 of the Municipal Systems Act;
- b) the rates policy which the Municipality must adopt in terms of Section 3 of the Municipal Property Rates Act;
- c) the credit control and debt collection policy, which the Municipality must adopt in terms of Section 96 of the Municipal Systems Act;

“Budget year” means the financial year of the Municipality for which an annual budget is to be approved in terms of Section 16(1) of the MFMA;

“Chief Financial Officer” means the Chief Financial Officer of Ugu Municipality;

“Council” means the Council of Ugu Municipality;

“Current year” means the financial year, which has already commenced, but not yet ended;

“Delegation” in relation to a duty, includes an instruction or request to perform or to assist in performing the duty;

“Financial Statements” means statements consisting of at least -

- a) a statement of financial position;
- b) a statement of financial performance;
- c) a cash-flow statement;
- d) any other statements that may be prescribed; and
- e) any notes to these statements;

“Financial year” means a twelve months period commencing on 1 July and ending on 30 June each year;

“Fruitless and wasteful expenditure” means expenditure that was made in vain and would have been avoided had reasonable care been exercised;

“Irregular expenditure”, means –

- a) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the MFMA Act, and which has not been condoned in terms of Section 170 of the MFMA;
- b) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act, and which has not been condoned in terms of that Act;
- c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act 20 of 1998); or

- d) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy, and which has not been condoned in terms of such policy or by-law, but excludes expenditure by a municipality which falls within the definition of "unauthorised expenditure";

"Investment" in relation to funds of a municipality, means -

- a) the placing on deposit of funds of a municipality with a financial institution; or
- b) the acquisition of assets with funds of a municipality not immediately required, with the primary aim of preserving those funds;

"long-term debt" means debt repayable over a period exceeding one year;

"Mayor" means the Mayor of Ugu Municipality;

"Municipality" refers to Ugu District Municipality

"National Treasury" means the National Treasury established by Section 5 of the Public Finance Management Act;

"Official" means -

- a) an employee of a municipality or municipal entity;
- b) a person seconded to a municipality or municipal entity to work as a member of the staff of the municipality or municipal entity; or
- c) a person contracted by a municipality or municipal entity to work as a member of the staff of the municipality or municipal entity otherwise than as an employee;

"Overspending" means -

- a) causing the operational or capital expenditure incurred by the Municipality during a financial year to exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be;
- b) in relation to a vote, means causing expenditure under the vote to exceed the amount appropriated for that vote; or

- c) in relation to expenditure under Section 26 of the MFMA, means causing expenditure under that section to exceed the limits allowed in subsection (5) of this section;

“Quarter” means any of the following periods in a financial year:

- a) 1 July to 30 September;
- b) 1 October to 31 December;
- c) 1 January to 31 March; or
- d) 1 April to 30 June.

“Service Delivery and Budget Implementation Plan” means a detailed plan approved by the Mayor of a municipality in terms of Section 53 (l) (c) (ii) of the MFMA for implementing the Municipality's delivery of municipal services and its annual budget, and which must indicate:

- a) projections for each month of:
 - i) revenue to be collected, by source and vote; and
 - ii) operational and capital expenditure, by vote;
- b) service delivery targets and performance indicators for each quarter; and
- c) any other matters that may be prescribed, and includes any revisions of such plan by the Mayor in terms of Section 54(l)(c) of the MFMA;

“Unauthorised expenditure” means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3) of the MFMA, and includes –

- a) overspending of the total amount appropriated in the Municipality's approved budget;
- b) overspending of the total amount appropriated for a vote in the approved budget;
- c) expenditure from a vote unrelated to the department or functional area covered by the vote;
- d) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
- e) spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of "allocation" otherwise than in accordance with any conditions of the allocation; or
- f) a grant by the Municipality otherwise than in accordance with the MFMA;

“Virement” means transfer of funds between functions / votes

“Vote” means

- a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and
- b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned.

2. PRINCIPLES

- 2.1 Section 215 (1) of the Constitution of the Republic of South Africa states that National, provincial and municipal budgets and budgetary processes must promote transparency, accountability and the effective financial management of the economy, debt and the public sector. It also states in S215 (3), that Budgets in each sphere of government must contain;
- a. Estimates of revenue and expenditure, differentiating between capital and current expenditure;
 - b. Proposals for financing any anticipated deficit for the period to which they apply; and
 - c. An indication of intentions regarding borrowing and other forms of public liability that will increase public debt during the ensuing year.
- 2.2 Section 26(h) of the Municipal Systems Act (Act 32 of 2000) requires a municipality's Integrated Development Plan to reflect a financial plan, which must include a budget projection for at least the next three years (Medium Term Expenditure Framework);
- 2.3 Section 21 of the Municipal Finance Management Act (Act 56 of 2003) prescribes the function of the Mayor who must coordinate the processes for preparing the annual budget and for the reviewing of the municipality's Integrated Development Plan and budget related policies and to ensure that any revisions are mutually consistent and credible;
- 2.4 Section 16 of the Municipal Finance Management Act, requires the municipal council to approve an annual budget for the municipality before the start of the financial year;
- 2.5 The Minister with the concurrence of the Minister for Provincial and Local Government, has in terms of S168 of the Municipal Finance Management Act issued the Municipal Budget and Reporting Regulations which aim to secure sound and sustainable management of the budgeting and the reporting practices of the municipalities by establishing uniform norms and standards and other requirements for ensuring transparency, accountability and appropriate lines of responsibility in the budgeting and reporting processes; Now therefore, the Council of Ugu District Municipality adopts the Budget Policy as set out in this document.

3. OBJECTIVES OF THE POLICY

To set a broad framework within which Budget related decisions of the Municipality will be taken and implemented to ensure efficient and transparent financial planning that will promote sound and sustainable financial management, essential for the achievement of the Municipality's developmental priorities as contained in its Integrated Development Plan.

4. SCOPE AND INTENDED AUDIENCE

- 4.1 This Policy will serve as a guideline for the effective management of the Municipal budgetary processes, in order to attain the strategic objectives of the Municipality within the ambits of the applicable legislation, and shall apply to all departments within the Municipality.
- 4.2 Council has considered the guidelines distributed by National Treasury to local government which detail the processes and formats to be followed when preparing the budget policy.
- 4.3 The Municipality shall comply with the provisions of this Policy in the compilation of each of its budgets.

5. REGULATORY FRAMEWORK

In the process of preparing the Municipal budget, The Mayor, political office bearers (Councillors), Accounting Officer, Chief Financial Officer and other officials shall comply with all relevant legal requirements, including:-

- a) The provisions of Chapter 4 of the Municipal Finance Management Act, 2003, ('the MFMA'), as well as Sections 42, 43, 53, 54, 55, 68, 69, 70, 71, 72, 75, 80, 81, and 83 thereof; and
- b) The Municipal Budget and Reporting Regulations published in terms of Section 168 of the MFMA.
- c) All relevant budget related Circulars and notices issued by the National Treasury.

6. ROLES AND RESPONSIBILITIES

6.1 Role of Council

- a) Must provide political leadership and direction

- b) Play an oversight role by approving budget related policies, and ensuring that the priorities are reflected in the budget. (Council may not delegate approval of budgets and policies)
- c) Approve the Integrated Development Plan, the Annual Budgets and the Service Delivery Budget Implementation Plan.
- d) Monitor the outcomes of the implementation of the policies and budgets.

6.2 **Role of the Mayor**

- a) Provide general political guidance over the budget process and the priorities that must guide the preparation of the budget. (S53, MFMA)
- b) Prepare and table a schedule of key deadlines for the preparation, tabling and approval of the budget, annual review of the IDP and the consultative process. (S21, MFMA)
- c) Take all reasonable steps to ensure that the Municipality approves its annual budget before the start of the financial year and report to the Municipal Council and the MEC for finance in the province any delays in the tabling of the annual budget. (S53, MFMA)
- d) Must establish a Budget Steering Committee to provide technical assistance to the Mayor in discharging the responsibilities set out in S53, MFMA

6.3 **Role of the Accounting Officer**

- a) Assist the Mayor in performing budgetary functions assigned to him/her in terms of Chapter 4 & 7 of the MFMA and to provide administrative support, resources and information necessary for the performance of those functions. (S68, MFMA)
- b) Is responsible for the implementation of the approved budget and must take all reasonable steps to ensure that the spending of funds is in accordance with the budget and is reduced as necessary when the revenue is anticipated to be less than the projected in the budget.
- c) Ensure that revenue and expenditure are properly monitored.
- d) Must prepare an adjustments budget and submit it to the Mayor for consideration and tabling in the Municipal Council when necessary.
- e) Report to the Municipal Council any shortfalls in budget revenue, overspending and necessary steps taken to prevent shortfalls and overspending.
- f) Submit to the Mayor actual revenue, borrowings, expenditure and where necessary report variances on projected revenue and the budget.

6.4 Role of the Chief Financial Officer (CFO)

- a) Without derogating in any way from the legal responsibilities of the Accounting Officer as Accounting Officer, the Chief Financial Officer shall be responsible for preparing the draft annual capital and operating budgets (including the budget components required for the ensuing financial years), any required adjustments budgets, the projections of revenues and expenses for the service delivery and budget implementation plan (including the alignment of such projections with the cash management programme prepared in terms of the banking, cash management and investments policy), and shall be accountable to the Accounting Officer in regard to the performance of these functions.
- b) Must advise the Accounting Officer on the exercise of powers and duties assigned to him in terms of the MFMA.
- c) Must assist the Accounting Officer in the preparation and implementation of the Municipality's budget.
- d) The Chief Financial Officer shall draft the budget timetable for the ensuing financial year for the Council's approval; and shall indicate in such timetable the target dates for the draft revision of the annual budget and the preparation of the annual budget for the ensuing financial year, which target dates shall follow the prescriptions of the Municipal Finance Management Act, and target dates for the submission of all the budget-related documentation to the Management Committee, Finance Portfolio, Executive Committee and Council.
- e) Except where the Chief Financial Officer, with the consent of the Mayor and Accounting Officer, decides otherwise, the sequence in which each annual budget and adjustments budget shall be prepared, shall be: first, the capital component, and second, the operating component. The operating component shall duly reflect the impact of the capital component on:
 - i) depreciation charges;
 - ii) repairs and maintenance expenses;
 - iii) interest payable on external borrowings; and
 - iv) other operating expenses.
- f) In preparing the operating budget, the Chief Financial Officer shall determine the number and type of votes to be used and the line-items to be shown under each

vote, provided that in so doing the Chief Financial Officer shall properly and adequately reflect the organisational structure of the Municipality, and further in so doing shall comply – in so far as the organisational structure permits – also with the prescribed budget format of National Treasury

- g) Must perform all budgeting and other duties as delegated by the Accounting Officer in terms of S79, MFMA.
- h) The Chief Financial Officer shall determine the depreciation expenses to be charged to each vote, the apportionment of interest payable to the appropriate votes, the estimates of withdrawals from (claims) and contributions to (premiums) the self-insurance reserve, and the contributions to the provisions for debt impairment, accrued leave entitlements and obsolescence of stocks
- i) The Chief Financial Officer shall further, with the approval of the Mayor and the Accounting Officer, determine the recommended contribution to the asset financing reserve and any special contributions to the self-insurance reserve.
- j) The Chief Financial Officer shall also, again with the approval of the Mayor and the Accounting Officer, and having regard to the Municipality's current financial performance, determines the recommended aggregate growth factor(s) according to which the budgets for the various votes shall be drafted.
- k) The Chief Financial Officer shall compile monthly budget reports, with recommendations, comparing actual results with budgeted projections, and the heads of departments shall timeously and adequately furnish the Chief Financial Officer with all explanations required for deviations from the budget. The Chief Financial Officer shall submit these monthly reports to the Mayor, Finance Portfolio and Executive Committee, and all other prescribed parties, in accordance with the prescriptions of the Municipal Finance Management Act.
- l) The Chief Financial Officer shall provide technical and administrative support to the Mayor in the preparation and approval of the annual and adjustment budgets, as well as in the consultative processes, which must precede the approval of such budget.
- m) The Chief Financial Officer shall ensure that the annual and adjustments budgets comply with the requirements of the National Treasury, reflect the budget priorities

determined by the Mayor, are aligned with the IDP, and comply with all budget-related policies, and shall make recommendations to the Mayor on the revision of the IDP and the budget-related policies where these are indicated.

- n) The Chief Financial Officer shall make recommendations on the financing of the draft capital budget for the ensuing and future financial years, indicating the impact of viable alternative financing scenarios on future expenses, and specifically commenting on the relative financial merits of internal and external financing options.
- o) The Chief Financial Officer shall determine the basis for allocating overhead expenses not directly chargeable to votes. The expenses associated with the democratic process shall be allocated to a separate vote, and shall not be charged out as an overhead.
- p) The Chief Financial Officer shall ensure that the cost of indigent relief is separately reflected in the appropriate votes.
- q) The Chief Financial Officer shall ensure that the allocations from other organs of state are properly reflected in the annual and adjustments budget, and that the estimated expenses against such allocations (other than the equitable share) are appropriately recorded.

6.5 Role of Senior Managers & Other Officials

- a) Each Senior Manager and each Municipal official exercising financial management responsibilities must take all reasonable steps within his/her area of responsibility to ensure that the financial resources of the Municipality are utilised effectively, efficiently, economically and transparently.
- b) Must prevent unauthorised, irregular and fruitless or wasteful expenditure and other losses within his/her Department.
- c) Must ensure that all revenue due to the Municipality is collected.
- d) Must ensure that all information required by the Accounting Officer for compliance with the provisions of the Acts is timeously submitted.

6.6 **Role of the Budgeting Steering Committee**

6.6.1 The Municipal Budget and Reporting regulations (Government Gazette 32141) chapter 2 requires the Mayor to establish a Budget steering comprising of the following members:-

- a) The Mayor – Chairperson
- b) The Speaker
- c) The Whips of Political Parties
- d) The Accounting Officer (Municipal Manager)
- e) The Chief Financial Officer
- f) The IDP Manager
- g) The Manager Budget Office and,
- h) Members of Senior Management (Top Management)

6.6.2 The role of the Committee shall be:-

- a) To assist the Mayor in carrying out his/her statutory roles and responsibilities in accordance with S52 and S53 of the MFMA.
- b) To provide technical assistance to the Municipal political office bearers during policy-formulation and to assist priority determination.
- c) To interrogate and make recommendations on the adoption of the Annual Budget, the Service Delivery and Budget Implementation Plan (SDBIP), S71 monthly budget statements and S72 Midyear budget and performance report and the Adjustments Budget.
- d) To evaluate the progress report of the Accounting Officer with regard to the financial year end closure and compilation of the Municipal audit file.
- e) To evaluate progress report on the statutory audit by the office of the Auditor General.
- f) To exercise oversight in the compilation of the Annual Report.
- g) To evaluate action plans from the Accounting Officer on corrective measures to be taken on issues raised by the Auditor General.
- h) To evaluate and recommend payment of Annual Performance Bonuses to the Accounting Officer and Senior Management after the annual report has been adopted by Council on 31 January each year.

6.6.3 Council may adopt its existing Finance Portfolio Committee as its Budget and Steering Committee.

6.7 Role of the Budget and Treasury Office

- a) To assist the Accounting Officer in tabulating key time frames for the Budget Process.
- b) To provide guidance to the Accounting Officer and Senior Managers during the budget preparation process in accordance with National Treasury MFMA Reforms.
- c) To consolidate departmental Capital and Operating budgets.
- d) To consolidate departmental S71 monthly budget statements, quarterly returns and the Midyear monitoring report and submit to the Finance Portfolio Committee.
- e) To report any unauthorised, irregular, fruitless and wasteful expenditure or any deviations from the approved budget to the Finance Portfolio Committee.
- f) To assist the Accounting Officer in implementing recommendations of the Finance Portfolio Committee.
- g) To manage the administrative operations of the Budget and Treasury Office to ensure full compliance with the MFMA and any issued guidelines or Circulars from National Treasury.

6.8 Delegation of roles and responsibilities

6.8.1 All delegations by the Mayor to the Accounting Officer, Mayor to the members of the Finance portfolio Committee, the Accounting Officer to the Chief Financial Officer and other Senior Managers, of their roles, duties and responsibilities as per the MFMA:-

- a) Must be in writing,
- b) Are subject to the limitations as may be imposed by the Act,
- c) Does not absolve the Mayor, the Accounting Officer or the Senior Officials of the responsibilities concerning the exercise of the delegated power or the performance of the fiduciary duties, and
- d) Should not be indefinite and must be reviewed annually.

7 ANNUAL SCHEDULE OF KEY DEADLINES

- 7.1 The deadline dates for all budget preparation processes shall be as per the approved Process Plan as tabled by the Mayor to Council in August.
- 7.2 Such Process Plan shall indicate the target dates for the draft revision of the Integrated Development Plan and the preparation of the annual budget for the ensuing financial year, which target dates shall follow the prescriptions of the MFMA, for the submission

of all the budget-related documentation to the Mayor, Finance Committee, Executive Committee and Council.

- 7.3 Such time schedule shall provide for the deadlines set out in Appendix A, unless the Mayor, after consultation with the Chief Financial Officer, determines otherwise and provided that the requirements of the MFMA shall at all times be adhered to.
- 7.4 The Chief Financial Officer shall be responsible for ensuring that the time schedule is adhered to.

8 BUDGET PRINCIPLES

The sequence in which the Annual Budget shall be prepared shall be, first, the capital component and second, the operating component, except where the Chief Financial Officer with the consent of the Mayor decides otherwise. The Municipality's annual budget should:-

- a) Move towards the achievement of goals and objectives of the Municipality within the constraints of the available resources.
- b) Consider the Priorities as identified in the State of the Nation Address, State of the Province Address and the State of the District Address.
- c) Reflect the priorities contained in the Municipality's Integrated Development Plan.
- d) Be credible and fully funded from realistically anticipated revenues.
- e) Consider any resolutions taken by Council or the Executive Committee in the previous Budget Year which have financial implications on the current Medium Term Revenue Expenditure Framework.
- f) The basis of measurement and accounting policies underpinning the Municipality's annual financial statements must be the same as those used in the preparation of the Municipality's annual budget and supporting documentation.
- g) Expenses may only be incurred in terms of the approved annual budget (or adjustments budget) and within the limits of the amounts appropriated for each vote in the approved budget.

9 FUNDING OF EXPENDITURE

An Annual budget must be funded only from:

- a) Realistically anticipated revenues to be collected.
- b) Cash-backed accumulated surpluses from previous years not committed for other purposes;

- c) Borrowed funds, but only for revenue-generating capital projects; and
- d) Grants and subsidies as per DORA.

10 THE CAPITAL BUDGET

- 10.1 The Budget shall be prepared in the prescribed budget format of National Treasury.
- 10.2 The annual capital budget shall be prepared from a zero base, except in so far as capital projects represent a contractual commitment to the Municipality extending over more than one financial year.
- 10.3 The annual capital budget shall only be approved by Council if it is properly balanced (i.e. if the sources of finance have been secured to fund the budget and are equal to the proposed capital expenditure).
- 10.4 Before approving the capital budget, the Council shall consider the impact on the present and future operating budgets in relation to Finance Charges on external loans, Depreciation on fixed assets, Maintenance costs of fixed assets, and any other ordinary operational expenses associated with any item in that capital budget.
- 10.5 The Council shall also consider any impact of operating expenses – net of any revenues to be generated from the project – i.e. on future service tariffs.
- 10.6 Expenditure of a project shall be included in the Capital Budget if it meets the asset definition in terms of Council's approved Asset Management Policy

11 OPERATING REVENUE

- 11.1 The Operating revenue must include:
 - a) Estimates for all municipal revenue sources and;
 - b) All gazetted grants and subsidies, donations and subsidies in kind or emergency relief funding.
- 11.2 The allocation of interest on investments shall be budgeted for in terms of the cash, banking and investment policy.
- 11.3 In preparing the revenue budget, the Municipality shall strive to maintain the aggregate revenues from service charges at not less than 90% of the aggregate revenues net of operating grants.
- 11.4 The proposed increases in tariffs should be affordable, i.e. in line with CPIX, and should take into account the need to address infrastructure backlogs.
- 11.5 Tariff increases must respond to the population growth rate and the Division of Revenue Act.

- 11.6 The water and sanitation charges shall be calculated and levied as per the reviewed Water and Sanitation Tariffs Policy for that MTREF.
- 11.7 All tariffs shall be published in a local newspaper, and placed on the Municipal website and at the entrance of Ugu offices at least 30 days before the start of the financial year.
- 11.8 All tariffs must be gazetted in the Government Gazette before the 1st July each year.

12 OPERATING EXPENDITURE

- 12.1 The Municipality shall budget in each annual and adjustments budget for the contribution to:
- a) provision for accrued leave entitlements.
 - b) entitlement of officials as at 30 June of each financial year;
 - c) provision for impairment of debtors in accordance with its Rates and Tariffs Policies;
 - d) provision for the obsolescence and deterioration of stock in accordance with its Supply Chain Management Policy;
 - e) depreciation and finance charges shall be charged to or apportioned only between the departments or votes to which the projects relate;

- 12.2 The operating budget shall duly reflect the impact of the capital component on:
- a) Depreciation and impairment charges;
 - b) Repairs and maintenance expenses;
 - c) Interest payable on external loans, and
 - d) Any other operating expenses associated with fixed assets.
 - e) The operating budget must be in the prescribed National Treasury Format.

12.3 SALARIES AND ALLOWANCES

The budget for salaries and allowances shall be separately prepared and shall not exceed the parameter (percentage) of the aggregate operating budget component of the annual or adjustments budget, the parameters as may be contained in the budget circular issued by National Treasury from time to time. If the salary budget, exceed the parameter (percentage) of the aggregate operating budget as issued by National Treasury Council will be advised and provided with reasons and remedial action. The remuneration of Councillors and other political office bearers shall be excluded from this limit.

12.4 PROVISION FOR MAINTENANCE

The Municipality shall adequately provide in each annual and adjustments budget, for the maintenance of its fixed assets in accordance with its Fixed Asset Management and Accounting Policy as well as the routine maintenance plans. A minimum of 8% of the carrying amount of the fixed assets shall be provided for the expenditure on Repairs and Maintenance in the annual budget of the Municipality in accordance with the National Treasury norms.

12.5 FINANCE CHARGES, DEPRECIATION AND IMPAIRMENT

12.5.1 The Finance Charges payable by the Municipality shall be apportioned between departments or votes on the basis of the proportion at the last balance sheet date of the outstanding loan balances belonging to such department or vote to the aggregate outstanding loan balances. However, should Council decide to raise loans only for financing of fixed assets in a specified service or vote, finance charges shall be charged to or apportioned only between the departments or votes relating to such service.

12.5.2 The depreciation expenses shall be apportioned to each department based on the cost of assets allocated to that department. The depreciation method used shall be in terms of the Fixed Assets Management and Accounting Policies.

13 CONSULTATION ON TABLED DRAFT BUDGETS

The Municipality shall, after the annual draft budget is tabled in Council, consider the views of the local community, the National and Provincial Treasuries, organs of state and local municipalities, as required by Section 23 of the MFMA, and shall comply with all other requirements of that section. For the purpose of consultation, the draft budget will be made available to the community, through the community libraries, the municipal offices and the municipal website soon after tabling in Council.

14 APPROVAL OF THE ANNUAL BUDGET

The Council shall approve the budget before the start of the financial year, in accordance the provisions of Section 24 of the MFMA, failing which, the Municipality shall be subject to the provisions of Section 25 of the MFMA.

15 PUBLICATION OF THE BUDGETS

In accordance with Section 22 of the MFMA, the Municipal Manager shall ensure that immediately after the annual budget is tabled in the Council:

- a) The budget is made public in accordance with the provisions of Section 17 (3) of the Local Government Municipal Systems Act.
- b) The budget is submitted to the National Treasury and Provincial Treasury in printed and electronic formats;
- c) The budget is submitted to any prescribed organs of state and to other municipalities affected by it.

16 MONTHLY BUDGET REPORTS

The Chief Financial Officer shall compile monthly budget reports, with recommendations, comparing actual results with budgeted projections, and the heads of departments shall furnish the Chief Financial Officer with all explanations required for deviations from the budget.

The Chief Financial Officer shall submit these monthly reports to the Mayor, Finance Committee and Executive Committee, and all other prescribed parties, in accordance with the prescriptions of the Municipal Finance Management Act.

17 RELATED POLICIES

This Policy must be read in conjunction with the following budget-related policies of the Municipality:-

- 17.1.1 Indigent Support Policy
- 17.1.2 Asset Management Policy
- 17.1.3 Water Services Policy (incorporating the Tariff Policy)
- 17.1.4 Cash, Banking and Investments Policy
- 17.1.5 Supply Chain Management Policy
- 17.1.6 Credit Control and Debt Collection Policy
- 17.1.7 Funding and Reserves Policy
- 17.1.8 Virement Policy
- 17.1.9 Basic Services Policy

18 REVIEW OF THE POLICY

This Policy will be reviewed annually by the Budget Steering Committee prior to the commencement of the budget process to ensure compliance with any changes in

legislation or any 'best practice' guidelines and MFMA Circulars as may be issued by National Treasury from time to time.

19 COMPLIANCE AND ENFORCEMENT

- a. Violation of or non-compliance with this Policy may give a just cause of disciplinary steps to be taken.
- b. It will be the responsibility of Accounting Officer to enforce compliance with this Policy.

20 EFFECTIVE DATE

This Policy shall come to effect upon approval by Council.

21 POLICY ADOPTION

This Policy has been considered and approved by the **COUNCIL OF UGU DISTRICT MUNICIPALITY** as follows:

Resolution No:.....

Approval Date:.....

ANNEXURE: LEGAL REQUIREMENTS

MUNICIPAL FINANCE MANAGEMENT ACT

Section 15 Appropriation of funds for expenditure

Expenses may only be incurred in terms of the approved annual budget (or adjustments budget) and within the limits of the amounts appropriated for each budget vote.

Section 16 Annual budgets

The Council of the municipality must approve the annual budget before the start of the financial year to which it relates.

The Mayor must table the annual budget at least ninety days before the start of such financial year.

The capital budget may extend over three years, provided that it is separated into annual appropriations for that period.

Section 17 Contents of annual budgets and supporting documents

The budget must be in the prescribed format, and must be divided into a capital and an operating budget.

The budget must reflect the realistically expected revenues by major source for the budget year concerned.

The expenses reflected in the budget must be divided into votes.

The budget must also contain the foregoing information for the two financial years following the financial year to which the budget relates, as well as the actual revenues and expenses for the year before the current year, and the estimated revenues and expenses for the current year.

The budget must be accompanied by all the following documents:

- draft resolutions approving the budget and levying property rates, other taxes and tariffs for the financial year concerned;
- draft resolutions (where applicable) amending the IDP and the budget-related policies;

- measurable performance objectives for each budget vote, taking into account the municipality's IDP;
- the projected cash flows for the financial year by revenue sources and expenditure votes;
- any proposed amendments to the IDP;
- any proposed amendments to the budget-related policies;
- the cost to the municipality of the salaries, allowances and other benefits of its political office bearers and other councillors, the municipal manager, the chief financial officer, and other senior managers;
- particulars of any proposed allocations or grants to other municipalities, municipal entities, external mechanisms assisting the municipality in service delivery, other organs of state, and organisations such as NGOs, welfare institutions and so on;
- particulars of the municipality's investments; and
- various information in regard to municipal entities under the shared or sole control of the municipality.

Section 18 Funding of expenditures

The budget may be financed only from:

- realistically expected revenues, based on current and previous collection levels;
- cash-backed funds available from previous surpluses where such funds are not required for other purposes; and
- borrowed funds in respect of the capital budget only.

Section 19 Capital projects

A municipality may spend money on a capital project only if the money for the project (excluding the cost of any required feasibility studies) has been appropriated in the capital budget.

The total cost of the project must also be approved by the Council.

The envisaged sources of funding for the capital budget must be properly considered, and the Council must be satisfied that this funding is available and has not been committed for other purposes.

Before approving a capital project, the Council must consider the projected cost of the project over all the ensuing financial years until the project becomes operational, as well as the future operational costs and any revenues which may arise in respect of such project, including the likely future impact on property rates and service tariffs.

Section 20 Matters to be prescribed

The Minister of Finance must prescribe the form of the annual budget, and may further prescribe a variety of other matters, including the inflation projections which the municipality must use in compiling its budget.

The Minister may also prescribe uniform norms and standards in regard to the setting of tariffs where a municipality entity or other external mechanisms is used to perform a municipal service; and may also take appropriate steps to ensure that a municipality does not, in exceeding its fiscal powers, materially and unreasonably prejudice national economic policies (particularly on inflation, administered pricing and equity), economic activities across municipal boundaries, and the national mobility of goods, services, capital or labour.

Section 21 Budget preparation process

The Mayor of the municipality must:

- Co-ordinate the processes for preparing the annual budget, and for reviewing the municipality's IDP and budget-related policies to ensure that the budget, the IDP, and the policies are mutually consistent and credible.
- At least ten months before the start of the ensuing financial year, table in the Council the time schedule with key deadlines for the preparation, tabling and approval of the following year's annual budget, the review of the IDP and budget-related policies, and the consultative processes required in the approval of the budget.

- When preparing the annual budget, take into account the municipality's IDP, the national budget, provincial budget, the National Government's fiscal and macro-economic policies, and the annual Division of Revenue Act.
- Take all reasonable steps to ensure that the municipality revises its IDP in line with realistic revenue and expenditure projections for future years.
- Consult the district municipality (if it is a local municipality) and all other local municipalities in the district, and all other local municipalities in the district if it is a district municipality.
- Consult the National Treasury when requested, the Provincial Treasury, and such other provincial and national organs of state as may be prescribed.
- Provide, on request, any budget-related information to the National Treasury, other national and provincial organs of state, and any other municipality affected by the budget.

Section 22 Publication of annual budgets

Immediately after the annual budget has been tabled, the Municipal Manager must make this budget and other budget-related documentation public, and must invite the local community to submit representations in regard to such budget.

The Accounting Officer must also immediately submit the tabled budget in both printed and electronic formats to the National Treasury, the Provincial Treasury, and in either format to prescribed national and provincial organs of state and other municipalities affected by the budget.

Section 23 Consultations on tabled budgets

After the budget has been tabled, the Council of the municipality must consider the views of the local community, the National Treasury, the Provincial Treasury, and any provincial or national organs of state or municipalities which have made submissions on the budget.

After considering these views, the Council must give the Mayor the opportunity to respond to the submissions received, and – if necessary – revise the budget and table the relevant amendments for consideration by the Council.

The National Treasury may issue guidelines on the manner in which the Council must process the annual budget, including guidelines on the formation of a committee of the Council to consider the budget and hold public hearings. Such guidelines shall be binding only if they are adopted by the Council.

Section 24 Approval of annual budgets

The Council must consider approval of the budget at least thirty days before the start of the financial year to which such budget relates.

The budget must be approved before the start of such financial year, and the resolutions and performance objectives referred to in Section 17 must simultaneously be adopted.

Section 25 Failure to approve budget before start of budget year

This Section sets out the process which must be followed if the budget is not approved in the normal course of events. Briefly the Council must reconsider and vote on the budget, or an amended version of the budget, every seven days until a budget is approved. The Mayor must immediately inform the MEC for Local Government if the budget is not adopted by the start of the budget year, and may request a provincial intervention.

Section 26 Consequences of failure to approve budget before start of budget year

The provincial executive must intervene in any municipality which has not approved its annual budget by the start of the relevant financial year. Such intervention must entail the taking of any appropriate steps to ensure a budget is approved, including dissolving the Council and appointing an administrator until a new Council can be elected, and approving a temporary budget until such new Council can adopt a permanent budget for the municipality. The Section also imposes restrictions on what may be spent in terms of such temporary budget.

Section 27 Non-compliance with provisions of this chapter

This Section sets out the duties of the Mayor to report any impending non-compliance and the general consequences of non-compliance with the requirements of the various foregoing prescriptions.

Section 28 Municipal adjustments budgets

A municipality may revise its annual budget by means of an adjustments budget.

However, a municipality must promptly adjust its budgeted revenues and expenses if a material under-collection of revenues arises or is apparent.

A municipality may appropriate additional revenues which have become available but only to revise or accelerate spending programmes already budgeted for.

A municipality may in such adjustments budget, and within the prescribed framework, authorise unforeseen and unavoidable expenses on the recommendation of the Mayor.

A municipality may authorise the utilisation of projected savings on any vote towards spending under another vote.

Municipalities may also authorise the spending of funds unspent at the end of the previous financial year, where such under-spending could not reasonably have been foreseen at the time the annual budget was approved by the Council.

Only the Mayor of the municipality may table an adjustments budget. Such budget may be tabled whenever necessary, but limitations on the timing and frequency of such tabling may be prescribed.

An adjustments budget must contain all of the following:

- an explanation of how the adjustments affect the approved annual budget;
- appropriate motivations for material adjustments; and
- an explanation of the impact of any increased spending on the current and future annual budgets.

Municipal taxes and tariffs may not be increased during a financial year except if required in terms of a financial recovery plan.

Section 29 Unforeseen and unavoidable expenditure

In regard to unforeseen and unavoidable expenses, the following apply:

- the Mayor may authorise such expenses in an emergency or other exceptional circumstances;
- the municipality may not exceed a prescribed percentage of the approved annual budget in respect of such unforeseen and unavoidable expenses;
- these expenses must be reported by the Mayor to the next Council meeting;
- the expenses must be appropriated in an adjustments budget; and
- the adjustments budget must be passed within sixty days after the expenses were incurred.

Section 30 Unspent funds

The appropriation of funds in an annual or adjustments budget will lapse to the extent that they are unspent by the end of the relevant budget year, but except for the expenses referred to above in Section 16.

Section 31 Shifting of funds between multi-year appropriations

If the funds for a capital project have been appropriated for more than one financial year (see Section 16) these expenses may exceed the appropriation for any one financial year, provided:

- the increase is not more than 20% of that financial year's allocation;
- the increase is funded in the next financial year's appropriations;
- the Municipal Manager certifies that actual revenues are expected to exceed budgeted revenues, and that enough funds will be available to finance such increased appropriation without incurring further borrowing beyond the annual budget limit;
- the Mayor gives prior written approval for such increased appropriation; and
- all the above documentation is provided to the Auditor-General.

Section 32 Unauthorised, irregular or fruitless and wasteful expenditure

Unauthorised expenses may be authorised in an adjustments budget.

Section 33 Contracts having future budgetary implications

Contracts extending beyond one financial year may be entered into by a municipality, but if such contract extends beyond the three years covered in the annual budget, the municipality may enter into such contract only if:

- The Municipal Manager, at least sixty days before the Council meeting at which the contract is to be approved, has made the contract public, with an information statement summarising the municipality's obligations, and inviting the local community and other interested parties to submit comments or make representations.
- The Municipal Manager solicits the views and recommendations of the National Treasury and Provincial Treasury in respect to such contract, as well as those of the National Department of Provincial and Local Government, and any national department concerned with water, sanitation or electricity, if the contract relates to any of these services.
- The Council has taken into account the projected financial obligations in regard to such contract, the impact on tariffs, and the views and comments received from all the foregoing parties.
- The Council adopts a resolution determining that the municipality will secure a significant capital investment or derive a significant financial or economic benefit from the contract, and approves the entire contract exactly as it is to be executed.

A contract for purposes of this Section shall exclude any contract relating to the incurring of long-term debt by the municipality, employment contracts, contracts for categories of goods as may be prescribed, or contracts where the value of the contract is less than a prescribed value or a prescribed percentage of the annual budget.

Section 42 Price increases of bulk resources for provision of municipal services

National and provincial organs of state which supply water, electricity or any other bulk resources to municipalities or municipal entities for the provision of municipal services may increase the price of such resources only after doing all the following:

- The proposed increase must be submitted to the organ's executive authority and (where legislation so requires) to any regulatory agency for approval.
- At least forty days prior to the above submission the National Treasury and organised local government must be invited to submit written comments on the proposed increase.
- The executive authority, after taking into account the comments received, must table the price increase in Parliament or the provincial legislature, as the case may be, with a full motivation and certain other prescribed explanatory documentation.

Unless the Minister of Finance otherwise directs, a price increase must be tabled on or before 15 March to take effect from 1 July of the same year. If it is tabled after 15 March it may only take effect from 1 July of the following year.

Section 43 Applicability of tax and tariff capping on municipalities

If a national or provincial organ of state is legislatively empowered to determine the upper limits of any municipal tax or tariff, such determination takes effect on the date specified in the determination, but provided that, unless the Minister of Finance otherwise directs:

- A determination promulgated on or before 15 March shall not take effect before 1 July of the same year.
- A determination promulgated after 15 March shall not take effect before 1 July of the following year.
- A determination shall not be allowed to impair a municipality's ability to meet any annual or periodic escalations in the payments it must make in respect of any contract legally entered into by a municipality.

Section 53 Budget processes and related matters

The Mayor of the municipality must:

- Provide general political guidance over the annual budget process and the priorities that guide the preparation of each budget.

- Co-ordinate the annual revision of the IDP, as well as the preparation of the annual budget, and determine how the IDP is to be taken into account or is to be revised for purposes of such budget.
- Take all reasonable steps to ensure that the Council approves the annual budget before the start of the financial year to which it relates, and that the municipality's service delivery and budget implementation plan is approved within twenty-eight days after the approval of the budget.
- Ensure that the annual performance agreements for the Municipal Manager and the senior managers of the municipality are linked to measurable performance objectives which are approved with the budget and the service delivery and budget implementation plan.

The Mayor must promptly report to the Council and the MEC for Local Government any delay in tabling the annual budget, approving the service delivery and budget implementation plan or signing the annual performance agreements.

The Mayor must further ensure that the service delivery targets and quarterly performance indicators, and the monthly projections of revenues and expenses in the service delivery and budget implementation plan, are made public not later than fourteen days after these matters have been approved; and that the performance agreements of the Municipal Manager and other senior officials are similarly made public not later than fourteen days after their approval.

Section 68 Budget preparation

The Municipal Manager must assist the Mayor in performing the assigned budgetary functions and must provide the Mayor with administrative support, operational resources and the information necessary to perform these functions.

Section 69 Budget implementation

The Municipal Manager is responsible for implementing the budget, and must take reasonable steps to ensure that:

- funds are spent in accordance with the budget;
- expenses are reduced if expected revenues are less than projected; and

- revenues and expenses are properly monitored.

The Municipal Manager must prepare any adjustments budget when such budget is necessary and submit it to the Mayor for consideration and tabling in Council.

The Municipal Manager must submit a draft service delivery and budget implementation plan to the Mayor fourteen days after the annual budget has been approved, and must also within the same period submit drafts of the annual performance agreements to the Mayor.

Section 70 Impending shortfalls, overspending and overdrafts

The Municipal Manager must report in writing to the Council any impending shortfalls in the annual revenue budget, as well as any impending overspending, together with the steps taken to prevent or rectify these problems.

Section 71 Monthly budget statements

The Municipal Manager must, not later than ten working days after the end of each calendar month, submit to the Mayor and Provincial Treasury a report in the prescribed format on the state of the municipality's budget for such calendar month, as well as on the state of the budget cumulatively for the financial year to date.

This report must reflect the following:

- actual revenues per source, compared with budgeted revenues;
- actual expenses per vote, compared with budgeted expenses;
- actual capital expenditure per vote, compared with budgeted expenses;
- actual borrowings, compared with the borrowings envisaged to fund the capital budget;
- the amount of allocations received, compared with the budgeted amount;
- actual expenses against allocations, but excluding expenses in respect of the equitable share;
- explanations of any material variances between the actual revenues and expenses as indicated above and the projected revenues by source and expenses by vote as set out in the service delivery and budget implementation plan;
- the remedial or corrective steps to be taken to ensure that the relevant projections remain within the approved or revised budget; and

- projections of the revenues and expenses for the remainder of the financial year, together with an indication of how and where the original projections have been revised.

The report to the National Treasury must be both in electronic format and in a signed written document.

Section 54 Budgetary control and early identification of financial problems

On receipt of the report from the Municipal Manager, the Mayor must:

- consider the report;
- check whether the budget has been implemented in accordance with the service delivery and budget implementation plan;
- issue appropriate instructions to the Municipal Manager to ensure that the budget is implemented in accordance with this plan, and that the spending of funds and the collection of revenues proceed in accordance with the approved budget;
- identify any financial problems facing the municipality, as well as any emerging or impending financial problems; and
- submit to the Council within thirty days of the end of each quarter a report on the implementation of the budget and the financial state of affairs of the municipality.

If the municipality faces any serious financial problems, the Mayor must:

- promptly respond to and initiate the remedial or corrective steps proposed by the Municipal Manager, and
- alert the MEC for Local Government and the Council of the municipality to the problems concerned.

The Mayor may revise the details of the service delivery and budget implementation plan, but any revisions to the service delivery targets and quarterly performance indicators must be approved by the Council, and be supported by an adjustments budget. Any changes made to the projections of revenues and expenses as set out in the plan must promptly be made public.

Section 55 Report to provincial executive if conditions for provincial intervention exist

If the Council has not approved its annual budget by the first day of the financial year to which it relates, or if the municipality encounters serious financial problems, the Mayor must

immediately report this matter to the MEC for Local Government and may recommend a provincial intervention.

Section 72 Mid-year budget and performance assessment

The Municipal Manager must assess the budgetary performance of the municipality for the first half of the financial year, taking into account all the monthly budget reports for the first six months, the service delivery performance of the municipality as against the service delivery targets and performance indicators which were set in the service delivery and budget implementation plan, and the past financial year's annual report and the progress made in resolving problems identified in such report.

The Municipal Manager must then submit a report on such assessment to the Mayor, the National Treasury and the Provincial Treasury.

The Municipal Manager may in such report make recommendations for adjusting the annual budget and for revising the projections of revenues and expenses set out in the service delivery and budget implementation plan.

In terms of Section 54(1)(f) the Mayor must promptly submit this assessment report to the Council of the municipality.

Section 73 Reports on failure to adopt or implement budget-related and other policies

The Municipal Manager must inform the Provincial Treasury, in writing, of any failure by the Council to adopt or implement any budget-related policy or a supply chain management policy, and of any non-compliance by an office bearer or political structure with such policy.

Section 75 Information to be placed on websites of municipalities

The Municipal Manager must place on the municipality's official website (inter alia) the following:

- the annual and adjustments budgets and all budget-related documents;
- all budget-related policies;
- the annual report;
- all performance agreements;
- all service delivery agreements;

- all long-term borrowing contracts;
- all quarterly reports submitted to the Council on the implementation of the budget and the financial state of affairs of the municipality.

Section 80 Establishment (of municipal budget and treasury office)

Every municipality must have a budget and treasury office comprising a Chief Financial Officer supported by appointed officials and contracted staff.

Section 81 Role of chief financial officer

The Chief Financial Officer is administratively in charge of the budget and treasury office and must, inter alia,

- assist the Municipal Manager in preparing and implementing the budget;
- perform such budgeting, financial reporting and financial management and review duties as are delegated by the Municipal Manager;
- account to the Municipal Manager for the performance of all the foregoing responsibilities.

Section 83 Competency levels of professional financial officials

The Municipal Manager, senior managers, the Chief Financial Officer and the other financial officials in a municipality must all meet prescribed financial management competency levels.

SUMMARISED TIMETABLE

NOTE: DATES IN BRACKETS ARE PUTATIVE

FINAL DATE	ACTION BY MUNICIPALITY	ACTION BY MUNICIPAL ENTITY
31 August	Table in council timetable for preparation of coming year's annual budget	-
20 January	-	Assess current year's budget performance and submit report to board of directors and municipality
25 January	Assess current year's budget performance	-
31 January	Table assessment report in council	-
31 January or earlier	-	Submit proposed budget for coming year to municipality
(31 January)	Consider municipal entity's proposed budget for coming year and make recommendations	-
(31 January or earlier)	Table municipal entity's adjustments budget for coming year	Submit adjustments budget for current year to municipality and make budget public
(Between 31 January and 31 March)	Table municipality's adjustments budget for current year and changes to service delivery targets and KPIs	-
(Between 31 January and 31 March)	Make public (adjustments budget and) revisions to service delivery and budget implementation plan for current year	-
Mid-March	-	Submit revised budget for coming year to municipality
31 March	Table municipality's draft budget for coming year	-
31 March	Table municipal entity's revised budget for coming year	-
Immediately after 31 March	Make public draft budget for coming year and invite submissions from community, provincial treasury and others	-
FINAL DATE	ACTION BY MUNICIPALITY	ACTION BY MUNICIPAL ENTITY
Before 31 May	Respond to submissions and revise draft budget for coming year	-
31 May	Consider approval of budget for coming year and attendant resolutions	Approve revised budget for coming year and make budget public

30 June	Budget for coming year and attendant resolutions must be approved by 30 June. Approved budget of entity must be tabled.	-	
Early June to early July: immediately after budget approved	Submit budget to national treasury and provincial treasury	-	
Early June to early July: immediately after approval dates	Place on website annual budgets and all budget-related documents	-	
Mid June to mid July: 14 days after budget approved	Finalise draft service delivery and budget implementation plan and draft performance agreements	-	
Late June to late July: 28 days after budget approved	Approve service delivery and budget implementation plan	-	
Late June to late July: 28 days after budget approved	Conclude performance agreements	-	P126
Mid July to mid August: 14 days after service delivery and budget implementation plan approved	Make public projections of revenues and expenses for each month of coming year, service delivery targets for each quarter, and performance agreements	-	

DETAILED BUDGET TIMETABLE

Section of Municipal Finance Management Act No. 56 of 2003	Date by which action must be completed	Action required	Responsible party	Practical considerations
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21(1)(b)	31 August	Mayor must at least 10 months before start of budget year table in council time schedule outlining key deadlines for - preparation, tabling and approval of annual budget - annual review of IDP - annual review of budget-related policies - tabling and adoption of any amendments to IDP and budget-related policies - any consultative processes forming part of foregoing	Mayor	Time schedule must either fit in with already scheduled council meetings or must indicate when special council meetings must be scheduled.
Section 88	20 January	Accounting officer of municipal entity must assess entity's budgetary and financial performance for first six months of financial year, and submit assessment report to board of directors and parent municipality.		
72(1), (2) and (3)	25 January	Accounting officer of municipality must assess budgetary and financial performance of municipality for first six months of financial year, make recommendations on whether adjustments budget necessary, and recommend revised projections for revenues and expenses. This assessment must be submitted to the mayor, national treasury and the provincial treasury (presumably immediately).	Accounting officer	P127
54(1)(f)	31 January	Mayor must submit accounting officer's report to council.	Mayor	Special council meeting may have to be scheduled.
87	31 January or earlier if so requested by parent municipality	Board of directors of municipal entity must submit to parent municipality proposed budget for entity for ensuing financial year.	Board of directors of entity	It is not clear to what person or structure in the parent municipality this budget must be submitted. However, it makes good sense for the council of the municipality to consider this budget at the same meeting that it considers the municipality's own proposed adjustments budget.

87	(31 January to mid-March)	Parent municipality must consider proposed budget, and make any necessary recommendations.			It is not clear what person or structure in the parent municipality must perform this action, but the council seems the logical party. It would also make sense for the council to consider this budget by 31 January.
87	(Tabled in council by 31 January)	Board of directors of entity may, with approval of mayor of parent municipality, revise budget of entity for certain prescribed reasons. Adjustments budget once approved by board of directors of entity must be tabled by mayor at next meeting of council of parent municipality. Adjustments budget must be made public.	Board of directors and mayor of parent municipality		Evidently such an adjustments budget may be prepared at any stage. It would make good sense, however, for the parent municipality to insist that the entity's revised budget be prepared and submitted to the mayor at the same time that or before the entity's proposed budget for the new financial year is considered.
54(1) and (2)	(Between 31 January and 31 March)	If municipality faces "serious financial problems" mayor must "promptly" respond to and initiate remedial steps proposed by accounting officer, including steps to reduce expenses and tabling of adjustments budget. Mayor must also consider revisions to service delivery and budget implementation plan. (Note that only council may approve changes to service delivery targets and KPIs – these changes must therefore be tabled with the adjustments budget).	Mayor		Again the potential problem of different parent municipalities having different views will have to be resolved by (presumably) the mayors considered. Adjustments budgets may be prepared by the accounting officer, and tabled in council by the Mayor "when necessary". They must be so prepared and tabled (within prescribed limits as to timing and frequency) whenever material adjustments to expenses or revenues are required, and not only when "serious financial problems" are looming. In general, adjustments budgets should preferably be tabled by or as soon as possible after 31 January, and certainly not later than 31 March when the draft annual budget for the next year is first tabled.

54(3)	(Between 31 January and 31 March)	Mayor must ensure that revisions to service delivery and budget implementation plan are "promptly" made public. (Note that no concomitant revision of performance agreements is evidently envisaged).	Mayor	Presumably the accounting officer must make these revisions for the mayor's approval as part of the process of adjusting the annual budget. The deadline for these revisions must be by or as soon as possible after 31 January, but certainly not later than 31 March. See also 54(1) and (2).
87	100 days before start of financial year (approximately mid March)	Board of directors of entity must consider recommendations, and if necessary submit revised budget to parent municipality.	Board of directors of entity	
16(2)	31 March	Mayor must table (draft) annual budget of municipality at council meeting at least 90 days before start of budget year.	Mayor	Council meeting must be scheduled appropriately.
87	31 March	Mayor of parent municipality must table originally proposed or proposed revised budget (as case may be) of entity when (draft) annual budget of municipality first tabled.	Mayor	P129
22(a) and 22(b)	Immediately after 31 March or earlier date if annual budget tabled before 31 March	Immediately after (draft) annual budget tabled in council, accounting officer must (1) make public budget and documents referred to in Section 17(3), and invite local community to submit representations in connexion with budget, and (2) submit annual budget in both printed and electronic formats to provincial treasury, and in either format to prescribed national and provincial organs of state and to other municipalities affected by the budget.	Accounting officer	
23(2)	Before 31 May	Council must give mayor opportunity (1) to respond to submissions received on (draft) annual budget and attendant documentation and (2) to revise budget, if necessary, and table amendments for consideration by council.	Mayor and council	-

24(1) and (2)	31 May	Council must consider approval of annual budget, together with resolutions imposing rates and levies, setting tariffs, approving measurable performance objectives for revenue from each source and for each vote, approving any changes to IDP, and approving any changes to budget-related policies.	Council	Although council has until 30 June to approve budget, best practice will be to approve budget not later than 31 May.
87(4)	31 May	Board of directors of municipal entity must approve budget for coming year, having taken into account recommendations of council of parent municipality, and must make budget public.	Board of directors of municipal entity	
24(3)	(Immediate after approval date)	Accounting officer must submit approved annual budget to national treasury and provincial treasury.	Accounting officer	No time limit is specified for this action, and neither is the format in which the budget is to be submitted specified. Common sense dictates that the submission should be at least in electronic format and that it should be made as soon as possible after the approval date.
25(1) and (2)	Within 7 days of date of council meeting which failed to approve annual budget	If council fails to approve annual budget at meeting scheduled in terms of Section 24, must reconsider budget within 7 days of date of such meeting. If necessary, process must be repeated until budget approved by 30 June.	Council	As province will intervene if budget not approved by 30 June, mayor, councillors and accounting officer must co-operate to ensure obstacles to approval timeously removed.
69(3)(a) and (b)	14 days after approval of annual budget (mid June to mid July)	Accounting officer must submit to mayor draft service delivery and budget implementation plan, and drafts of annual performance agreements for municipal manager and all senior managers.	Accounting officer	
53(1)(c)(ii)	Within 28 days after date annual budget approved (late June to late July)	Service delivery and budget implementation plan must be approved by mayor, including projections of revenues and expenses for each month, and service delivery targets and performance indicators for each quarter. (Note that though the mayor approves these targets and KPIs, only the council	Mayor	-

		may change them and then only following the approval of an adjustments budget. See Section 54(1)(c)).				No date is specified for the completion of this requirement, but the logical inference is that the date should not be much later than the date on which the service delivery and budget implementation plan must be approved. See Section 53(3)(b).
53(1)(c)(iii)(aa) & (bb)	Within 28 days after annual budget approved (late June to late July)	Mayor must take all reasonable steps to ensure that annual performance agreements for municipal managers and all senior managers are linked to measurable performance objectives approved with the budget and to the service delivery and budget implementation plan, and are concluded in accordance with Section 57(2) of the Municipal Systems Act.	Mayor			
16(1)	30 June	Annual budget must be approved by council	Council			
53(3)(a) and (b)	14 days after approval of service delivery and budget implementation plan (mid July to mid August, depending on date plan approved)	Projections of revenues and expenses for each month and service delivery targets for each quarter (as set out in approved service delivery and budget implementation plan), and performance agreements of municipal manager and senior manager must be made public, and copies of performance agreements must be submitted to council and MEC for local government.	Mayor			Although this is not specified as a requirement, logic dictates that copies of the service delivery and budget implementation plan should also be submitted to council and the MEC.
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UGU DISTRICT MUNICIPALITY
“The Municipality”



FREE WATER SERVICES POLICY

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1. DEFINITIONS

“Accounting Officer” is the Accounting Officer of the Municipality;

“Basic water supply” means the minimum standards of water supply services necessary for the reliable supply of water to households to support life and personal hygiene;

“Basic sanitation” means the prescribed minimum standard of services necessary for the safe, hygienic and adequate collection, removal, disposal or purification of human excreta, domestic waste-water and sewage from households, including informal households;

“Chief Financial Officer” means the Chief Financial Officer of the Municipality;

“Council” means the Council of the Ugu Municipality;

“Household” means all the people who permanently reside in the dwelling;

“Indigent person” means a person who meets criteria on qualification for indigent support;

“Municipality” means Ugu Local Municipality.

2. THE LEGAL CONTEXT

2.1 This Policy is informed by the following legislations:

Municipal Finance Management Act, No 56 of 2003

Water Services Act, No 108 of 1997

Municipal Systems Act, No. 32 of 2000, section 74.

3. OBJECTIVE OF THE POLICY

3.1 The Ugu District Municipality fully supports the National Government's Policy on providing free basic services to the poorer of the community. In that regard it will fully co-operate in implementing the Policy.

3.2 However, being committed to the fundamental principle set out in paragraph 4 above, the financial implication must determine the extent to which water can be provided free to certain consumers. In conjunction with the Provincial Support Units established by the Department of Water Affairs and that Department, the Ugu District Municipality will progressively introduce the Policy to its area. Full advantage will be taken of subsidies and grants made available by other spheres of government to enable the Ugu District Municipality to implement a policy of free basic water without violating the fundamental principle. In line with the principles of transparency inherent in paragraph 7.1, the people of the area will be informed and consulted on the implementation of the Policy

as it unfolds. There are two inter-related long term objectives which will guide the Ugu Municipality in regards to the provision of free basic services and these are:

- a) The elimination of poverty in the Ugu District area, and
- b) The equal treatment of all persons in the area

Whilst the historic imbalances between the citizens of South Africa are a fact, resulting in a mass of poor people badly provided with basic services, this should not be seen as normal and everlasting. Initially therefore, different levels of service must be provided at affordable or no cost, but the Policy is accepted that, over time, realistically computed, these distinction should be eliminated and everyone should be treated equally.

4. PURPOSE

- 4.1 The primary purpose of ~~the basic water services~~ this Policy is to assist in promoting sustainable access to basic water supply and sanitation to all households.

5. ADMINISTRATION OF FREE BASIC WATER SERVICES

- 5.1 In recognition of the primary importance of having a clean and adequate water supply, ~~the South African Government in 2000 introduced the Free Basic Water Policy, which~~ allows for households to get 6 000 litres (6kl) of water per month at no cost. Such service is dependent on the Municipality receiving equitable share from National Treasury and as determined by Council from time to time.

5.2 Free basic water

5.2.1 Private Connections:

Commercial, Government, Bulk users and industrial users, and other categories be retained with no Free Basic Water allocation, except for users classified in paragraph 5.2.2 below .All households who fall in the group who qualify for free basic water in terms of ~~Ugu District~~ the Municipality will receive a free water usage of 200 litres per day, based on the quota allocation and number of days in a meter reading period. The customer will forfeit this benefit should the consumption exceed the allocation per quota per month depending on the number of days.

5.2.2 Qualification Criteria:

- a) Indigents households
- b) Rural communities where water is supplied by stand pipes
- c) Informal settlements where water is supplied by stand pipes
- d) People served from springs and borehole water in rural areas
- e) Rain water harvesting schemes

- f) The Authority or the Authorised Provider may convey any water required as a temporary measure by tanker to any place where such temporary supply of water is required, subject to such conditions and period, which shall not exceed three months, as may be prescribed by it.

6. FREE BASIC SANITATION

6.1 Free basic sanitation shall be provided to the following

- a) Indigents households
- b) Rural communities where there is no sanitation infrastructure
- c) Informal settlements

7. EFFECTIVE DATE

The policy shall come to effect upon approval by Council.

8. POLICY ADOPTION

This revised Policy replaces the current Policy; it has been considered and approved by the **COUNCIL OF UGU DISTRICT MUNICIPALITY** as follows:

Resolution No:.....

Approval Date:.....

UGU DISTRICT MUNICIPALITY
("The Municipality")



CREDIT CONTROL AND DEBT COLLECTION POLICY

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A. PREAMBLE:

The Local Government : Municipal Systems Act No. 32 of 2000 ("the Municipal Systems Act") has as one of its objects the need to ensure financially and economically viable municipalities;

The Municipal Systems Act also envisages a new system of Local Government requiring an efficient, effective and transparent local public administration that conforms to constitutional principles;

The Ugu District Municipality has adopted a tariff policy in terms of Section 74(1) of the Municipal Systems Act No. 32 of 2000 which policy reflects the principles enunciated in Section 74(2) and differentiates as it may in terms of Section 74(3) of the Municipal Systems Act;

The Ugu District Municipality has also adopted By-laws as envisaged in Section 75 of the Municipal Systems Act No. 32 of 2000;

This policy is adopted in terms of Section 96(d) of the Municipal Systems Act, is consistent with the Ugu District Municipality's rates and tariff policies and complies with the provisions of the Municipal Systems Act;

1. DEFINITIONS

Except to the extent to which the context may otherwise require:

- a) any word or expression importing any gender or the neuter shall include both genders and the neuter;
- b) words importing the singular shall include the plural and vice versa where the context so requires; the following words shall have the meanings assigned to them herein:-

"Service charges" means all monies that are currently due and payable to Ugu District Municipality in terms of Section 96(a) of the Municipal Systems Act;

"Municipality" means Ugu District Municipality;

"Services" shall mean all services provided by the Ugu District Municipality and without limiting the generality of the a foregoing shall include_

- a) water supply and connection;
- b) sanitation supply and connection;
- c) miscellaneous services as specified in the Municipality's tariffs;
- d) where sanitation, connection and supply does not apply, sanitation haulage, ad hoc vacuum tanker services, conservancy tank clearances; services relating to industrial effluent;
- e) the provision of water borne sanitation;
- f) or any other services that the Municipality may supply all in terms of the Municipality's tariffs.

"consumer" shall mean, without limiting the generality thereof, any natural person or legal entity or generally any member of the public who has made application for services and whose application has been approved.

"owner" shall mean, without limiting the generality thereof,

- a) a person in whom is vested the legal title to the premises;
- b) in a case where the person in whom the legal title to premises is vested is insolvent or dead, or is under any form of legal disability whatsoever, the person in whom the administration and control of such premises is vested as curator, trustee, executor, administrator, judicial manager, liquidator or other legal representative;
- c) in any case where the authority or authorised provider is unable to determine the identity of such person, a person who is entitled to the benefit of the use such

premises or a building or buildings thereon, including a person who receives the rent or profits of such premises or any part thereof from any tenant or occupier or who would receive such rent or profits if the premises or any part thereof were let, whether for his own account or as agent for any person entitled thereto or having an interest therein;

d) in the case of premises for which a lease agreement of 30 years or longer has been entered into, the lessee there under;

e) in relation to -

(i) a piece of land delineated on a sectional plan registered in terms of the Sectional Titles Act 95 of 1986, the developer or the body corporate in respect of the common property,

(ii) or a section as defined in such Act, the person in whose name such section is registered under a sectional title deed and includes the lawfully appointed provider of such person;

2. THE SCOPE OF THIS POLICY:

2.1 This Policy shall apply solely in respect of all levies, fees, surcharges on fees, service charges and any other monetary amounts due to the Municipality and levied in terms of the Municipality's existing tariffs;

2.2 Any interest which has already or shall in the future accrue to the Municipality in respect of the rendering of the services;

2.3 Any collection charges lawfully due to the Municipality.

3. THE OBJECTIVES AND CONTENTS OF THIS POLICY:

3.1 The adoption of this Policy has as its principal objective the fulfilment of the requirements of Section 97(1) of the Municipal Finance Management Act, namely to provide for:-

a) Credit Control Procedures and Mechanisms;

b) Debt Collection Procedures and Mechanisms;

c) Provision for indigent debtors that is consistent with its rates and tariff policies and any national policy on indigents;

d) Realistic targets consistent with:-

i) generally recognised accounting practices and collection ratios; and

ii) the estimates of income set in the budget less an acceptable provision for bad debts;

e) Interest on arrears, where appropriate;

f) Extension of time for payment of accounts;

- g) Termination of services with the restriction of the provision of services when payments are in arrears;
 - h) Matters relating to unauthorised consumption of services, theft and damages; and
 - i) Any other matters that may be prescribed by Regulation in terms of Section 104 of the Municipal Systems Act.
- 3.2 To the extent that the differentiation envisaged in Section 97(2) of the Municipal Systems Act is discretionary,
- 3.3 The ~~Ugu District~~ Municipality has in terms of Section 98 of the Municipal Systems Act No. 32 of 2000 adopted By-laws to give effect to this Credit Control and Debt Collection policy, its implementation and enforcement and for this reason it is not necessary within the framework of this Policy to indicate the procedures of implementation, delegation or, otherwise, administration of this Policy apart from what is mentioned further herein.

4. SUPERVISORY AUTHORITY

In terms of Section 99 of the Municipal Systems Act a municipality's executive committee or executive mayor, must:-

- 4.1 oversee and monitor:-
 - a) the implementation and enforcement of the Municipality's Credit Control and Debt Collection policy and any by-laws enacted in terms of Section 98; and
 - b) the performance of the Municipal Manager in the implementing of this policy and any by-laws;
- 4.2 When necessary, evaluate or review the policy and any by-laws, or the implementation of the policy and any such by-laws, in order to improve efficiency in Credit Control and Debt Collection mechanisms, processes and procedures; and
- 4.3 At such intervals as may be determined by the Council report to a meeting of the Council, except when the Council itself performs the duties mentioned in paragraphs 2.1 and 2.2.

5. ROLE OF THE MUNICIPAL MANAGER

In terms of Section 100 of the Municipal Systems Act the Municipal Manager or service provider must:-

- 5.1 Implement and enforce the Municipality's Credit Control and Debt Collection policy and any by-laws enacted in terms of Section 98;

- 5.2 In accordance with the Credit Control and Debt Collection policy and any such by-laws, establish effective administrative mechanisms, processes and procedures to collect money that is due and payable to the Municipality; and
- 5.3 At such intervals as may be determined by the Council report prescribed particulars to a meeting of the Supervisory Authority referred to in Section 99.

6. SERVICE AGREEMENTS:-

- 6.1 The Credit Control procedure shall commence with an application by a potential consumer for the provision of services;
- 6.2 The application aforesaid shall contain at least the following:-
- a) the full name of the Applicant/s;
 - b) the identity number (in the case of a natural person) or registration number; copies of relevant registration certificate together with certified copy of the resolutions that give permission to apply on behalf of the legal person in the case of a corporate entity or any other legal person;
 - c) the postal address and physical address (which in the case of legal persons must include the address of their accounting officer or principal place of business);
 - d) a copy of the Applicant/s 's identity document or in the case of a legal person its proof of registration; copies of relevant registration certificate together with certified copy of the resolutions that give permission to apply on behalf of the legal person;
 - e) in the event that the Applicant/s is/are not the owner/s of the property at which the services will be supplied then the application must contain:-
 - i) the consent of the owner to the supply of services on credit to the Applicant;
 - ii) the owner/s 's full details including a copy of the owner/s 's identity document or proof of registration as envisaged in the preceding paragraphs;
 - iii) The aforesaid consent shall make provision that in the event of the Applicant/s defaulting in the payment of any amounts due that the owner/s will be held responsible therefore;
 - f) the Applicant's contact details including :
 - i) telephone numbers (home, work and cellular phone numbers); and
 - ii) e-mail address (where applicable);
 - g) The amount of the deposit shall be calculated as per policy and payable in advance prior to connection of the service;
- 6.3 Every such application shall constitute an offer to the Municipality to enter into an agreement with the Applicant for the rendering of the services applied for which upon

acceptance shall constitute a binding agreement between the Municipality and the consumer/s;

- 6.4 Illiterate Applicants must be assisted in the completion of the forms and must affix their mark to the form which mark must be certified by a Commissioner of Oaths as the mark of the Applicant;
- 6.5 The name, address and details of the Applicant's employer shall also be stated;
- 6.6 The Applicant shall also consent on the application form to:-
 - a) an adverse listing with the credit bureau in the event of a default in payment.

7. THE RENDERING OF ACCOUNTS:

- 7.1 Consumers on the billing system will receive an understandable and accurate bill from the Municipality, which bill will consolidate all service costs for that property.
- 7.2 Accounts will be produced in accordance with the meter reading cycle and due dates will be linked to the statement date.
- 7.3 Accounts will be rendered monthly in cycles of approximately 30 days at the address last recorded with the municipality or its authorised agent.
- 7.4 It is the consumer's responsibility to ensure that postal address and other contact details are correct.
- 7.5 It is the consumer's responsibility to make enquiries and ensure timeous payments in the event of accounts not received.
- 7.6 Settlement or due dates will be as indicated on the statement.
- 7.7 Payments can be made at:-
 - a) Ugu District Municipalities offices in Port Shepstone, Oslo Beach, Harding, Park Rynie offices as well as Satellite Offices;
 - b) The South African Post Office and their agencies;
 - c) ABSA Bank; and
 - d) Easy-Pay outlets, example Pick 'n Pay and Checkers;
 - e) Selected credit card payments can be made at Port Shepstone, Park Rynie, Harding and Oslo Beach offices.
 - f) In addition to the above, Municipality offers debit order facilities and details can be obtained from any of the municipal offices
- 7.8 All Ugu District Municipal Councillors and employees who are deemed to be consumers must not be in arrears for a period longer than 90 days, the Municipality reserves the right to recover any such amounts from monies due to the employee in terms of Clause 10, Schedule 2. of the local Government: Municipal Systems Act.

8. INTERRUPTION OF SERVICE

- 8.1 Consumers who are in arrears with their municipal account and who have not made arrangements with the Council will have their supply of water, and other municipal services, suspended, restricted or terminated.
- 8.2 The restriction of service may happen when the Municipal account is one day overdue.
- 8.3 Council reserves the right to deny or restrict the sale of water to consumers who are in arrears with their municipal charges.
- 8.4 Upon the liquidation of arrears, or the conclusion of acceptable arrangements for term payment, the service will be reconnected as soon as conveniently possible.
- 8.5 The cost of the restriction and the reconnection, will be determined by tariffs approved by Council, and will be payable by the consumer.
- 8.6 Interest can be raised as a charge on all accounts not paid by the due date.

9. DEBT COLLECTION PROCEDURE:

- 9.1 The Municipality or any duly authorised collection agent or service provider for the collection of outstanding debt may, in addition to the normal legal procedures for the collection of arrear accounts, also –
 - a) terminate or restrict the supply of services; and
 - b) allocate any payments or pre-payments toward the liquidation of any arrears in terms of section 12 below;
- 9.2 Where an account is not settled in full, any lesser amount tendered and accepted shall not be deemed to be in full and final settlement of such an account.
- 9.3 The Municipality may, when a debtor is in arrears and all other credit control actions have been exhausted, commence legal process against that debtor, which process could involve final demands, restrictions, summonses, judgements, garnishee orders and as a last resort sales in execution of property.
- 9.4 All costs of legal process, including interest, service discontinuation costs are for the account of the debtor.
- 9.5 Uncollectable Arrears
 - 9.5.1 The effective implementation of the present policy also implies a realistic review of the Municipality's debtor's book at the conclusion of each financial year. The Municipal Manager shall as soon as possible after 30 June each financial year present to the Council a report indicating the amount of the arrears which it is believed is uncollectable, together with the reasons for this conclusion.
 - 9.5.2 The Council shall then approve the write off of such arrears, if it is satisfied with the reasons provided.

10. INSTALMENT AGREEMENTS (ARREARS ONLY):**DOMESTIC ACCOUNTS**

10.1 The Municipality recognises that in certain instances domestic consumers may experience difficulty with the payment of a lump sum arrear amount and in such instances will accommodate any domestic consumers who require paying their arrears over an extended period;

10.2 In these instances the Municipality shall require:-

- a) an agreement stipulating:
 - i) the extended period;
 - ii) the amount payable by the consumer;
 - iii) any deposits payable.

In such instances all deposits shall be payable either in cash or by bank guarantee.

10.3 It shall be a condition for the conclusion an arrangement that the consumer is bound to pay every current municipal account in full and on time during the period over which such arrangement extends.

10.4 Each request is treated on its individual merits, however, collection staff will be guided by the following minimum guidelines in entering into agreements of this nature:-

- a) First time request:-
 - i) any amount in arrears – a deposit of 10% of the arrear amount is payable immediately with the balance payable over eleven months;
- b) In case of a default, complete disconnection will be effected and free basic water can be collected from the Ugu Market premises. The full amount becomes due and payable immediately before re-instatement of the supply;
- c) In respect of repeat requests by domestic defaulting consumers or domestic consumers with agreements as envisaged in sub-paragraph (a) above or first time tampering consumers:-
 - ii) any amount in arrears – a deposit of 25% of the arrear amount is payable immediately with the balance payable over eleven months;
- d) In case of a default, complete disconnection will be effected and free basic water can be collected from the Ugu Market premises. The full amount becomes due and payable immediately before re-instatement of the supply.

10.5 Reconnection fees and additional deposits must be paid in full before any agreement as aforesaid can be entered into;

- 10.6 In the event of such agreements being negotiated with legal entities, then, the agreement must be duly signed by a duly authorised officer of the same and this must be accompanied by personal sureties of a natural person. All such agreements must be accompanied by a resolution of the entity authorising the signatory to sign as aforesaid;
- 10.7 In instances where agreements as envisaged in this clause are entered into, a consumer may be required to complete a debit order authority for the payment of the arrears in terms of the agreement.

11. DISHONOURED CHEQUES

The refusal or failure by a bank to honour any cheque payment or debit order by a consumer shall be regarded as non-payment. In this regard:-

- 11.1 The consumer will be contacted telephonically and requested to make a cash deposit equivalent to that of the dishonoured cheque or debit order into the Municipality's bank account within 24 hours of such request;
- 11.2 Should the Municipality be unable to contact the consumer as aforesaid, the Municipality shall issue a final demand and proceed as envisaged earlier herein;
- 11.3 Should the cheque payment or debit order relate at all to an agreement for extension or reconnection, the supply of the service will immediately be disconnected without any further notice to the consumer and will only be reconnected once the consumer has made payment of the full outstanding balance in cash;
- 11.4 In the event of a consumer not having sufficient funds in cash to settle the amount equivalent to the amount of a dishonoured cheque then the Municipality shall be entitled but not obliged to proceed with the institution of criminal charges of fraud against the consumer;
- 11.5 All dishonoured cheques shall be retained by the Municipality and only returned to the consumer upon request therefore by the consumer and after reversal of the dishonoured payment;
- 11.6 The Municipality shall be entitled to levy an administration fee in order to recover all bank charges and administrative work involved in reversing the entries which fee shall be levied irrespective of the reason for dishonour or non-payment;
- 11.7 Details of all dishonoured cheque payments may be forwarded to the credit bureau for processing against the consumer's credit profile.

12. ALLOCATION OF PART-PAYMENTS AND APPROPRIATION OF DEPOSITS

- 12.1 If an accountholder pays only part of any municipal account due, the Accounting Officer shall allocate such payment as follows:
- 12.1.1 Firstly, to any unpaid charges levied by the Municipality in respect of unacceptable cheques, notices, legal expenses and reconnections or reinstatements of services in respect of the account or property concerned;
 - 12.1.2 Secondly, to any unpaid interest raised on the account;
 - 12.1.3 Thirdly, to any unpaid sanitation charges;
 - 12.1.4 Fourthly, to any unpaid water charges.
- 12.2 This sequence of allocation shall be followed notwithstanding any instructions to the contrary given by the accountholder.

13. METER TAMPERING

- 13.1 Water metering and connection equipment remain the property of the Municipality and any person involved in the tampering with, damaging or theft thereof will be liable to criminal prosecution;
- 13.2 Where there is evidence of any illegal reconnection of a supply, or the tampering therewith, the supply will be immediately terminated. Reconnection of the supply after such termination shall only be effected if the relevant penalty tariff charges has been paid and satisfactory arrangements have been made for the settlement of any outstanding arrears;
- 13.3 The detection of any further instances of tampering as envisaged herein will result in termination of the water supply and the removal of any connection equipment. Consumers in such instances will then be required to pay the full costs of a new connection together with a penalty on consumption equivalent to the average usage over the six months preceding the date of tampering together with all outstanding arrear charges before replacement of the equipment and reconnection of the supply will be considered.

14. UNOCCUPIED PREMISES

- 14.1 When a consumer terminates a consumption account and no new consumer is registered the property shall be deemed to be unoccupied;
- 14.2 In such instances, a courtesy letter shall be forwarded for the attention of any actual new occupier (should there be one) and served at the premises where the supply has been rendered, requiring the new occupier within 7 (seven) days of the aforesaid letter to register with the Municipality as a consumer and detailing the registration procedures to be followed;

- 14.3 A failure by a new occupier to respond to the aforesaid letter will result in the termination/disconnection of the service supplied;
- 14.4 In such instances, the property will be linked to the registered owner's name and any basic charges in terms of the tariff shall be levied on a monthly basis and sent by ordinary mail to the most recent recorded address of the registered owner of the property for payment;
- 14.5 In the event of water consumption being recorded at a property that has been deemed unoccupied in terms hereof, every effort shall be made to establish the identity of the person responsible for the aforesaid consumption and such person shall be charged accordingly as if he or she were a consumer;
- 14.6 However, should attempts at establishing the identity of such person fail then the registered owner of the property shall be liable for any water consumed at the property.

15. NEW DEPOSITS

- 15.1 All new consumers are required to pay a minimum deposit in accordance with the applicable Municipality tariff;
- 15.2 The calculation of the minimum deposit is based on a three month's estimate consumption as indicated by the consumer;
- 15.3 In respect of domestic consumers the Municipality applies four scales of tariffs to determine the deposit payable, namely:-
- a) Scale 1: 0 – 200 litres per day;
 - b) Scale 2: 201 – 500 litres per day;
 - c) Scale 3: 501 – 750 litres per day;
 - d) Scale 4: 751 – 1000 litres per day.
- 15.4 The deposit amount is calculated on the following formula: $3 \times (\text{tariff} \times \text{estimated consumption plus basic charge and Value Added Tax})$;

16. ADDITIONAL DEPOSITS

- 16.1 The value of the original deposit paid or any guarantees held in respect of the aforesaid deposit will be reviewed on a regular basis;
- 16.2 Upon such review the Municipality may require a consumer not previously required to pay a deposit for whatever reason, to pay a deposit on request within 10 (ten) days from the date of such request.

17. COMMERCIAL ACCOUNTS

- 17.1 In these instances where commercial accounts fall into arrears, the Municipality shall require:-
- a) Arrears to be paid in full before water supply is re-instated
 - b) No instalment arrangement shall be accepted for any commercial account
 - c) In such instances deposits shall be adjusted and payable either in cash or by bank guarantee
 - d) Reconnection fees and additional deposits must be paid in full before water supply is re-instated
- 17.2 The Municipality shall review consumption patterns whenever meter readings are received;
- 17.3 Should the amount of the deposit or guarantee held be deemed inadequate after such review, the Municipality shall send a letter requesting the payment of an additional deposit;
- 17.4 The value of any such increase in deposit shall be added to the next monthly account.

18. PERSONS AND BUSINESS WHO TENDER TO THE MUNICIPALITY

- 18.1 The Procurement Policy and Tender Conditions of the Municipality will include the following:
- a) When inviting tenders for the provision of services or delivery of goods, potential contractors may submit tenders subject to a condition that consideration and evaluation thereof will necessitate that the tenderer obtain from the municipality a certificate stating that all relevant municipal accounts owing by the tenderer and/or its directors, owners or partners have been paid or that suitable arrangements (which include the right to set off in the event of non-compliance) have been made for payment of any arrears.
 - b) No tender will be allocated to a person/contractor until a suitable arrangement for the repayment of arrears, has been made. No further debt may accrue during contract period.
 - c) A condition allowing the municipality to deduct any moneys owing to the municipality from contract payments.

19. DOMESTIC ACCOUNTS

- 19.1 In the event of the Municipality detecting an irregular and unacceptable payment pattern then the Municipality shall be entitled to review the deposit held in respect of residential consumers;

- 19.2 In the event of such review the relevant consumer shall be sent a request by the Municipality for the payment of an additional deposit;
- 19.3 The value of any such increase of the deposit as aforesaid shall be added to the consumer's next account.

20. FORFEITING DEPOSITS

- 20.1 A deposit shall be forfeited to the Municipality if it has not been claimed within a period of 36 months from the date of termination of a service.

21. CLEARANCE CERTIFICATES

- 21.1 Certificates are issued in terms of Section 118 of Systems Act
- 21.2 In addition to the afore going the Municipality shall require a deposit equivalent to the cost of three month's average consumption on water and sanitation charges (where applicable);In case of a vacant stand,
- 21.3 Upon payment of the amounts referred to in 1 and 2 above, the Municipality shall issue a clearance certificate within 5 (five) working days of the request for such certificate.

22. WATER AND SANITATION RATES

- 22.1 Water and sanitation rates are an availability charge which is levied against properties where there is water reticulation and waterborne sanitation system in place is charged to the registered owner of the property
- 22.2 The water rates year commences on the 1st July of each year and terminates on the 30th June of the following year. Upon the declaration of the rates tariffs, these are advertised as required in terms of existing legislation;
- 22.3 Rate payers currently have the option of paying their rates on an annual basis or by monthly instalments. Monthly rates are payable over a maximum period of 10 months commencing on the 1st September of the rates year and terminating on the 30th June of the rates year;
- 22.4 Water rates accounts are posted by ordinary mail during September of each year and the final date for annual payments is the last working day of November in that year;
- 22.5 Water rates that are not paid by the final date incur a late payment penalty calculated at 1.25% per month on outstanding rates from the 1st December each year. In the event that these rates remain unpaid after the 31st January of the following year, a once-off collection charge equivalent to 10% of the rates outstanding at the time is levied; however, penalties continue to accrue on the outstanding rates due notwithstanding the once-off charge aforesaid;

22.6 After the final date for payment of the water rates has expired and in the event of no payment being received by the Municipality a final notice shall be despatched by registered mail to the consumer requiring the payment of the arrear amount and any penalties and interest;

22.7 Upon expiry of the period reflected in the final notice the Municipality shall :-

- a) compile a schedule of all arrear rate payers;
- b) conduct deeds offices searches in respect of ownership of property;
- c) authorise and institute the necessary tracing action in instances where the consumer's whereabouts are unknown;
- d) engage legal assistance for the institution of civil legal proceedings against the consumer.

23. TEMPORARY MEASURES OF ASSISTANCE:

23.1 The Municipality recognises that there are instances where rate payers face temporary hardships caused by personal circumstances, poor economic conditions, unemployment, temporary disablement or illness and in such instances the Municipality is willing to accommodate arrangements to settle outstanding arrears;

23.2 In such instances the following procedures shall apply:-

- a) consumers may approach the Municipality for arrangements to be made for a maximum period extending up to the 30th June of the current financial year, and in exceptional circumstances, up to 1 (one) month before the final date for payment of rates in respect of the next financial year;
- b) these arrangements envisage the consumer paying in equal instalments all outstanding amounts including any interest and collection charges that may have been levied by the Municipality;

23.3 Once such an arrangement has been made the consumer must sign an Acknowledgement of Debt for this purpose and should the consumer renege on this arrangement then the whole outstanding arrear amount, inclusive of penalties and interest shall become immediately due and payable and shall be subject to the normal collections procedures envisaged herein;

23.4 In exceptional circumstances and so as to ensure payment of the capital sums of rates due and in order to avoid the accrual of further legal costs and other charges, the Municipality may, by resolution waive the payment of any interest, penalties and/or collection charges for a maximum period of 6 (six) months calculated from the date of signature of the Acknowledgement of Debt.

24. INDIGENT SUBSIDY

- 24.1 Customers may apply for an indigent subsidy on the conditions as stipulated in the Municipality's Indigent policy.

25. COMPLIANCE AND ENFORCEMENT

- a) Violation of or non-compliance with this Policy will give a just cause of disciplinary steps to be taken.
- b) It will be the responsibility of Accounting Officer to enforce compliance with this Policy.

26. EFFECTIVE DATE

The policy shall come to effect upon approval by Council.

27. POLICY ADOPTION

This policy has been considered and approved by the COUNCIL OF UGU DISTRICT MUNICIPALITY as follows:

Resolution No:.....

Approval Date:.....