

REPORT TO SPECIAL COUNCIL: 31 MAY 2010
OFFICE OF THE EXECUTIVE MAYOR

REVIEWED 2010/2011 INTEGRATED DEVELOPMENT PLAN (IDP) AND MEDIUM TERM REVENUE AND EXPENDITURE (MTREF) BUDGET

1. BACKGROUND

In terms of Section 30 of the Municipal Systems Act no 32 of 2000, *the Executive Mayor of a municipality must in accordance with S 29-*

“(c) submit the draft plan to the municipal council for adoption by the council, further, Section 53 of the Municipal Finance Management Act no 56 of 2003 subsection 1 (b) The Mayor of the Municipality must coordinate the annual revision of the IDP in terms of 34 of the MSA and the preparation of the annual budget and determine how the IDP is to be taken into account/ or revised for the purposes of the budget. Following is the process followed during the review of the IDP and Budget.”

The budget process is governed by the Municipal Finance Management Act 56 of 2003 and the Municipal Systems Act 32 of 2000. The objective of the process is to ensure good governance and accountability and enables the municipality to involve residents and other stakeholders in the budgeting process.

In terms of Section 24 (1) and (2) of the Municipal Finance Management Act (MFMA) No 56, 2003:

“(1) The municipal council must at least 30 days before the start of the budget year consider approval of the annual budget.

(2) An annual budget –

(a) must be approved before the start of the budget year;

(b) is approved by the adoption by the council of a resolution referred to in section 17(3) (a) (i); and

(c) must be approved together with the adoption of resolutions as may be necessary –

(i) imposing any municipal tax for the budget year;

(ii) setting any municipal tariffs for the budget year;

(iii) approving measurable performance objectives for revenue from each source and for each vote in the budget;

(iv) approving any changes to the municipality’s integrated development plan; and

(v) approving any changes to the municipality’s budget-related policies.”

2. EXECUTIVE SUMMARY OF THE 2010/2011 MEDIUM TERM REVENUE AND EXPENDITURE (MTREF) BUDGET

The 2010/2011 MTREF Budget has been prepared in terms of the National Treasury Guidelines, MFMA Circular 51 and the Municipal Budget and Reporting Regulations. The current socio-economic situation has also been considered during the budget preparation and setting of tariff increases which includes the average CPI, the unemployment rate and the revenue collection rates. This has taken into account in order to ensure that the budget is funded from realistically anticipated revenue to be collected as well financial sustainability of the municipality.

The highlights from the 2010/2011 Budget of R3.7 Billion are as follows:

2.1 Operating Budget

The operating budget of the municipality has increased from R2.8 billion (2009/10) to R3.2 billion (2010/2011) which indicates a 14% growth. The operating budget is funded by 21% of grant funding and 79% from our revenue sources. This is evident of the government's focus to finance the operating costs of basic services that the municipality has to provide to indigent consumers. The growth in the operating budget is attributable to the following:

- An increase of 24.6% in the repairs and maintenance budget resulting in an additional R46.35million compared to the 2009/10 financial year. The break down of the increase per service is as follows:
 1. Roads - 67.5% increase from the 2009/2010 financial year.
 2. Refuse services - 6.0 % of revenue
 3. Sewerage services - 12.0 % of revenue
 4. Electricity services - 10.0 % of revenue
 5. Water services - 10.0 % of revenue;
- A provision for bad debts of 10% on revenue for service charges (R77.7 million) due to anticipated increase in the rate of unemployment;
- A provision of 24.8% increase in Eskom bulk electricity purchases as per NERSA approved tariff increases;
- A provision of 8.8% increase in bulk water purchases from Amatola Water;
- A provision of 8.5% increase in staff costs for salary increases as well as funding for posts that were vacant and unfunded in 2009/10;
- An increase of 5% in general expenses as a result of impact of capital spending on operations.

Unfunded mandates such as primary health care and library services exert pressure on the city's operating budget. Expenditure flexibility is limited and non-discretionary expenditure such as employee costs, debt service and bulk purchases and capital charges constitute 61% of total spending. Staff remuneration costs comprise 29% of the operating revenue budget. Repairs and maintenance comprise 7% of the total budget and is still considered inadequate even after the 24.6% increase compared to 2009/10 financial year given the condition of most of the critical service infrastructure such as electricity and sewerage networks, water mains and roads.

2.2 Capital Budget

The capital budget has decreased from R1.01 billion in 2009/10 to R480 million in 2010/2011 financial year. The capital budget is funded by 64% grant funding and 36% own revenue. This is evident of the government's focus to finance the upgrading of municipal infrastructure. The decline in the budget is attributable to:

- A commitment not yet received for European Union funding
- No new loan facility secured for the 2010/2011 financial year
- Phasing out of 2010 World Cup spending on upgrading of stadiums
- A reduction in the housing budget

The municipality faces a housing backlog of around 75,000 low income housing. Despite limited resources and capacity, the challenge for the municipality is not only to supply basic services and housing to its community, but also to provide sustainable human settlements where residents have access to community facilities and economic opportunities that can be accessed through public transport and a safe road network. The city still requires high capital spending to eradicate infrastructure backlogs including refurbishment of its ageing infrastructure.

Major capital projects for infrastructure development for the 2010/2011 financial year include the following:

Sanitation

An amount of R287 million will be invested on upgrading of sanitation infrastructure in 2010/2011 MTREF period with R128 million on Upgrading of Rural Sanitation Infrastructure. Major capital projects over the medium term are: Upgrading of Waste water Treatment Works in Zwelitsha, Quinera Treatment Works, Reeston Phase3 Bulk Sewer and Mdantsane Bufferstrip Sanitation.

Water

An amount of R161 million will be invested on upgrading of water infrastructure in 2010/2011 MTREF period. Major water infrastructure projects over the medium term are: King William's Town and Bhisho infrastructure, Amahleke Water Supply, Augmentation of Umzoniana Water Treatment Capacity, Upgrading of Rural Bulk Water Supply Scheme (Ward 33), Bulk Water Supply Coastal Areas, Relocation of Mid blocks in Mdantsane.

Roads

An amount of R356 million will be invested on upgrading of roads infrastructure in 2010/2011 MTREF period. Major roads upgrading projects over the medium term are: Westbank Restitution R60 million, Rural roads upgrade R44 million, Mdantsane Roads Upgrade R175 million and Rehabilitation of Underground Stormwater.

Electricity

An amount of R162 million will be invested in upgrading of electricity infrastructure in 2010/2011 MTREF period. Major electricity infrastructure upgrading projects over the medium term are: Electrification of areas like Reeston and Duncan Village, Upgrading of electricity reticulation in King William's Town and Coastal Areas, Construction of Queenspark and Reeston Substation, Conversion of credit meters to prepaid meters and the installation of streetlights and high masts.

Transport Planning and Operations

An amount of R1.3 billion will be invested on upgrading of transport infrastructure in 2010/2011 MTREF period. Major transport infrastructure upgrading projects over the medium term are: Qumza Highway Upgrade, Yellowwoods River Bridge, Needscamp/Potsdam Bridge, implementation of Bus Rapid Transit System (BRT) and Upgrading of Pedestrian Facilities.

Refuse Removal

In order to address the challenge of refuse removal and cleanliness of the city, BCM will be investing:

- R40 million on Wheely Bins in 2010/2011 and 2011/12 financial years
- R3.8 million in the Construction of Collection Points in wards 10,5 and 12
- R15.8 million in the Construction of a New Cell – Roundhill Regional Landfill Site

Community Facilities

Buffalo City Municipality will be investing an amount of R 23 million in the 2010/2011 MTREF period on constructing and upgrading of Community Halls in Mdantsane, Phakamisa, Scenery Park , Airport & St Mary, and Ndevana. Other major community facilities projects are upgrading of sport field and development of 3 new cemeteries (one in Inland, Coastal and Midlands Area).

Local Economic Development

Buffalo City Municipality will be investing an amount of R 23 million in the 2010/2011 financial year on local economic development with special focus on Tourism, Agriculture, Emerging Contractor and Informal Traders Development Programme and Cooperative Support Programme.

2.3 Financial position, viability and sustainability

BCM has demonstrated prudent financial management and manageable debt level. This has been confirmed by the latest credit rating of A1.za in 2009 (based on 2007/08 annual financial statements) which is reflecting a stable outlook for the municipality. The rating demonstrates prudent financial policies, manageable debt levels, sound financial management and liquidity. BCM is currently undergoing a credit rating based on 2008/09 annual financial statements including its performance for the first half of the 2009/10 financial year. The outcome thereof will be published by June 2010.

BCM's local economy is underpinned by the finance and business sector, manufacturing and government services. The manufacturing sector is largely dependent on the automotive industry and supported by a number of component manufacturers. However, the slowdown in the national economy is having an impact on the city's economy. The slowdown in the international auto industry is having an effect on the local industry and makes the economy of Buffalo City vulnerable to job losses and the closure of small component manufacturers. This has therefore result in an increase in unemployment as well as an increase in the number of indigents.

BCM has maintained a marginal net cash position. However, the cash flow of Buffalo City depends on the continued focus on collections of outstanding debtors. BCM's current collection rate is 92% which indicated a 2% decrease compared to the 2008/09 financial year but is still higher than the industry average of 90%. However, the city has large outstanding debtors which are older than 120 days. The municipality has raised provision for bad debts of R77.8 million given the municipality's current experience with the collection of old debts and the increase in the rate of unemployment.

Interest bearing liability will increase to R580 million by the end of 2009/10 financial year. Debt to revenue ratio will increase to 43% hence no new borrowings are anticipated in the 2010/2011 financial year.

BCM is faced with the following constraining factors which impedes its ability to expand: -

- High levels of poverty and unemployment resulting in an increase in number of indigents
- Capital spending pressures to eradicate infrastructure backlogs.
- High level of deferred maintenance, coupled with inadequate spending on existing maintenance.
- Scarcity of technical staff which has an impact on infrastructure development, maintenance of assets and spending rate of capital budget allocations

2.4 Equitable Share Allocation

The objective of the intergovernmental system as far as it relates to local government, is to provide for an equitable sharing of nationally raised revenue while promoting vertical and horizontal equity as well as certainty of revenue streams, and recognizes variations in the fiscal capacities of municipalities as provided for in sections 214 and 227 of the Constitution.

The equitable share allocation takes into account the poor population, the number of poor households, the extent of service provision to poor households and the fiscal capacities of municipalities.

Buffalo City Municipality been allocated an amount of R509 million for the 2009/10 financial year as gazetted in the 2010 Division of Revenue Act (DoRA).-

The equitable share allocation for the 2010/2011 financial year reflects an increase of 27% compared to the 2009/10 financial year. The increase in allocation has been used to budget for the possible increase in number of indigent households to 65,000.

Table 1: Proposed Indigent Consumer Package

MONTHLY WELFARE PACKAGE	2009/2010	2010/2011	2011/2012	2012/2013
	ACTUAL PACKAGE	PROPOSED PACKAGE	PROPOSED PACKAGE	PROPOSED PACKAGE
Rates	60.70	66.77	73.45	80.79
Refuse	87.63	97.37	108.08	119.97
Sewerage	53.44	59.32	65.84	73.09
Fire Levy	19.45	22.40	24.86	27.60
Electricity - 50kwh	31.71	33.20	40.51	49.42
Water - 6kl	30.97	34.37	38.16	42.35
Total Welfare Package Per Month	283.90	313.43	350.90	393.22

The package has been designed to subsidise the indigent consumers:

- Rates to a maximum of a property value of R139,000
- Electricity to a maximum of 50kwh
- Water to a maximum of 6kl

- Refuse, Sewerage and Fire levy 100% of monthly billing

3. OVERVIEW OF THE ANNUAL BUDGET PROCESS

The budget process has taken into account the review of the IDP Objectives and Strategies for the 2010/2011 MTREF through a series of events and strategic processes, which include the following:

- 3.1 Approval by Council of the IDP/ Budget Process Plan with the schedule of key deadlines for the IDP review and the development of the budget. This was to ensure integration between the review of the IDP and the development of the budget.
- 3.2 An advertisement was placed in the local newspaper in September 2009 calling for sector organizations and stakeholders to nominate members for the IDP, Budget & PMS Representative Forum;
- 3.3 IDP Sessions were held on 1 and 12 September 2009 with all Buffalo City Councillors, to assess progress with the implementation of ward needs and identify new ward priorities in terms of service delivery;
- 3.4 An IDP/Budget/PMS External Representative Forum was held on 30 September 2009, to review progress in implementation of the 2008/09 IDP/Budget, report on performance of the first quarter of 2009/10 IDP/ Budget and to outline the review process towards 2010/2011IDP;
- 3.5 Technical Cluster meetings were convened on 4-12 November 2009 to conduct a situation analysis exercise and to commence a review of objectives and strategies towards 2010/2011;
- 3.6 An Institutional Strategic Planning workshop was held in Fish River Sun from 29 November to 1 December 2009;
- 3.7 An IDP/Budget/PMS Workshop that was held on 11 December 2009 to consider outstanding issues from the Institutional strategic planning session and to assess progress in terms of the action plans of each directorate;
- 3.8 Directorates submitted business plans for proposed projects from 8 – 18 February 2010;
- 3.9 An IDP/Budget/PMS Workshop was held on 25 February 2010, wherein Clusters presented their draft IDP Objectives and Strategies as well as preliminary projects for 2010/2011 MTREF period.
- 3.10 An IDP/Budget & PMS External Representative Forum was held on 4 March 2010 to engage external stakeholders on draft IDP Objectives, Strategies, Indicators, Targets and preliminary projects for 2010/2011 MTREF period.
- 3.11 IDP Thematic Clusters convened from 9-12 March 2010 to prioritise their projects in line with the available funding for 2010/2011 MTREF period; and

3.12 IDP/Budget Public hearings were held from 14 April – 3 May 2010, wherein the draft IDP and Draft 2010/2011 MTREF Budget was presented to the broader BCM community. Inputs from the broader community consultations have been taken into consideration in the finalization of the 2010/2011 IDP and Budget.

Table 2: Key Deadlines relating to the IDP and Budget Process

ACTIVITY / KEY EVENTS	DATE
IDP and Budget Process Plan approved by Council	25 August 2009 - MC 483/09 01 October 2009 - BCC 311/09
MTREF projections considered with all Directorates	November 2009
Tabling of Draft 2010/2011 MTREF Budget to Council	30 March 2010
IDP and Budget Public Hearings	14 April - 03 May 2010
Approval of the 2009/10 MTREF IDP and Budget	31 May 2010
Submission of the Approved Budget to National and Provincial Treasury , CoGTA and Provincial Local Government and Traditional Affairs	14 June 2010

4. OVERVIEW OF ALIGNMENT OF ANNUAL BUDGET WITH INTEGRATED DEVELOPMENT PLAN

4.1 IDP/BUDGET KEY INFORMANTS

The IDP review process was undertaken within the framework of National, Provincial and District policies and legislation. Some of the key informants that guide the review and refinement of IDP objectives and strategies include the following:

- Cluster Situation Analysis reports;
- Comments from the MEC;
- The 5 year Local Government Strategic Objectives;
- Millennium Development Goals;
- BCM sector plans and other surveys;
- Provincial Growth & Development Plan;
- National Spatial Development Framework;
- National Objectives and Targets; and
- An assessment of IDP implementation which includes the 2009/10 State of the City and the Priorities and Resolutions from the Institutional Strategic Planning workshop which was held at the Fish River Sun.

4.2 BCM'S SIX KEY OVERARCHING OBJECTIVES: IDP (2010/2011)

Through this process key issues for each of the IDP Clusters were identified and distilled. The table below contains the key issues with the overarching key objectives of BCM.

Table 3: BCM Six Key Overarching Objectives: IDP (2010/2011)

KEY ISSUE	BCM KEY OBJECTIVES
<i>Buffalo City lacks a clearly defined long-term development strategy this negatively impacts on the ability of BCM & Buffalo City stakeholders to work towards the achievement of Buffalo City's vision.</i>	BCM1 Local, Provincial & National stakeholders support and work together to achieve the vision for Buffalo City
<i>The sustainability of BCM is dependent on expanding its revenue in relation to costs and its financial viability, whilst implementing its mandate.</i>	BCM2 Effective, efficient, co-ordinated financial management and increased revenue - enabling BCM to deliver its mandate*.
<i>Inefficiencies exist within the institution, which compromise BCM's ability to deliver services.</i>	BCM3 BCM's institution is capacitated and structured to enable efficient, effective, and sustainable service delivery.
<i>Low economic growth, high unemployment, low skills levels, high levels of poverty and high inequality exist within BCM.</i>	BCM4 BCM creates an enabling environment for an economy that is growing, diversifying, generating increasing number of sustainable employment opportunities and contributing to increased incomes and equality.
<i>Whilst BCM delivers basic services (water, sanitation, waste removal & electricity) to about 70% of households, many households still lack adequate transport, social services, economic opportunities and an enriching environment.</i>	BCM5 Buffalo City is well structured, efficient and supports sustainable human settlements, thus enabling residents to meet their physical, social, developmental, environmental, cultural & psychological needs. (live, work & play)
<i>Lack of sustainable development and inappropriate use of resources has a harmful impact on the health and well-being of present and future generations of BCM.</i>	BCM6 BCM has a safe, healthy and sustainable environment protected for the benefit of present and future generations through securing ecologically sustainable development and use of natural resources, whilst promoting justifiable social and economic development.

* **Mandate:** as per the objectives for local government (Section 152 of the Constitution): provision of democratic and accountable local government, ensuring the provision of services in a sustainable manner, promoting social and economic development, promoting a safe and healthy environment, encouraging the involvement of communities and community organisation in matters of local government.

4.3 KEY ISSUES: IDP 2010/2011

Buffalo City's key issues or strategic focus areas have been identified and distilled over a number of years. Due to the time it takes to address some of the strategic focus areas, most of the focus areas still remain relevant to date. These key issues include:

- Expediting the provision of key services such as roads, electricity, water and sanitation
- Improving financial / revenue generating capacity of BCM through devising and implementing support tools;
- "Growing the cake" by stimulating local economic development;
- Supporting BCM staff through training and staff retention programmes;
- Improving communication, both internally and externally;
- Attaining institutional stability, both administratively and politically.

Through public engagements, further priority areas emerged and these have been distilled into the following 5 priority issues, which BCM has to address going forward. The 5 priority issues relate to:

- Roads & Transport
- Electricity
- Water & Sanitation
- Housing & Land
- Waste Management

The allocation of the budget in respect of the strategic priorities is reflected in Table 4 below.

Table 4: Allocation of Funding for the 5 BCM Priority issues

PRIORITY ISSUE	2009/2010 R'000	2010/2011 R'000	2011/12 R'000	2012/13 R'000
Roads & Transport	229,144	204,552	553,867	882,769
Electricity	78,919	45,000	71,550	45,000
Water & Sanitation	241,185	112,212	159,864	175,500
Housing & Land	125,478	9,800	52,900	22,000
Waste Management	61,211	17,500	42,800	10,000

5. OVERVIEW OF BUDGET ASSUMPTIONS

The preparation of the draft 2010/2011 MTREF budget has taken into account the following assumptions/parameters:

- The contents of MFMA Circular No. 51, which deals with the global economic slowdown and the impact of such on the local economy and also predicts the headline inflation for the next three years.
- The parameters and guidelines for tariff on Bulk Water and Electricity purchases from Amatola Water and NERSA respectively.

Table 5: Budget Assumptions / Parameters

Description	2009/2010	2010/2011	2011/2012	2012/2013
National Treasury Headline Inflation Forecasts	6.70%	5.7%	6.2%	5.9%
Salaries	13.00%	8.5%	9.0%	9.0%
Electricity Purchases	31.30%	24.8%	25.9%	25.9%
Water Purchases	7.0%	8.8%	9.0%	9.0%
Free Basic Electricity	50 kwh p.m.	50 kwh p.m.	50 kwh p.m.	50 kwh p.m.
Free Basic Water	6 kl p.m.	6 kl p.m.	6 kl p.m.	6 kl p.m.
Basic Welfare Package	R283.90	R313.43	R350.90	R393.22
Equitable Share Allocation	R401,692,000	R508,895,000	R583,459,000	R643,912,000
Bad Debt Provision	R69,726,307	R77,681,451	R85,449,596	R93,994,556
Rates	Variable	10.0%	10.0%	10.0%
Refuse	11.0%	11.0%	11.0%	11.0%
Sewerage	11.0%	11.0%	11.0%	11.0%
Electricity	34.0%	22.0%	22.0%	22.0%
Electricity - Indigent and Pensioners	15.0%	15.0%	15.0%	15.0%
Water	11.0%	11.0%	11.0%	11.0%
Fire Levy	11.0%	11.0%	11.0%	11.0%
Sundry Income	11.0%	11.0%	11.0%	11.0%

On 24 February 2010 NERSA issued Municipal Electricity Tariff Guideline for 2010/2011 MTREF period and that the following Incremental Block Tariffs (IBTs) are to be implemented in order to provide cross subsidization for to low income domestic consumers.

Table 6: IBT for the 2010/2011 MTREF Period as per NERSA Guidelines

MONTHLY CONSUMPTION LEVEL	2010/2011	2011/2012	2012/2013
Block 1 (1 - 50kWh)	5.60%	5.50%	5.50%
Block 2 (51 – 350kWh)	7.30%	7.73%	8.00%
Block 3 (351 – 600kWh)	15.33%	16.03%	16.16%
Block 4 (> 600kWh)	15.33%	16.03%	16.16%

- Approximately 102,000 pre-payment meter customers consume average 260kwh electricity per month and;
- Approximately 14,355 credit meter consumer consume 420kwh electricity per month

The implication of the implementation of the IBT in the 2010/2011 financial year is that BCM will realize a shortfall of R59 million in the revenue for electricity.

BCM has submitted an application to NERSA:

- For the 22% increase in electricity tariff and 15% increase for indigent consumers and
- For the delay in the implementation of IBT to the 2011/12 financial year

If NERSA does not approve our application we will therefore have to reduce the 2010/2011 budget by the R59 million. We are expecting a response for NERSA by end of May 2010.

6. OPERATING BUDGET

6.1 Operating Budget Summary For The MTREF Period

Table 7: Draft Operating Budget for the 2010/2011 MTREF Period

	2009/2010 APPROVED BUDGET	2010/2011 PROPOSED BUDGET	2011/2012 PROPOSED BUDGET	2012/2013 PROPOSED BUDGET
<u>Revenue Per Source</u>				
Assessment Rates	(441,763,527)	(485,939,880)	(534,533,868)	(587,987,254)
Refuse Charges	(137,842,579)	(153,005,263)	(169,835,842)	(188,517,784)
Sewerage Charges	(146,597,011)	(162,722,682)	(180,622,177)	(200,490,617)
Trade Effluent	(8,463,474)	(9,394,456)	(10,427,846)	(11,574,909)
Water Charges	(202,854,696)	(225,168,713)	(249,937,271)	(277,430,371)
Electricity Charges	(810,214,976)	(988,462,271)	(1,205,923,970)	(1,471,227,244)
Fire Levy	(31,613,716)	(35,091,225)	(38,951,259)	(43,235,898)
Grants and Subsidies	(454,851,575)	(566,547,777)	(649,103,581)	(718,427,484)
Operating Project	(229,972,400)	(110,302,050)	(222,774,736)	(229,321,000)
Fines	(8,743,849)	(9,705,672)	(10,773,296)	(11,958,359)
Housing Rentals	(7,867,683)	(8,733,128)	(9,693,772)	(10,760,087)
Other Rentals	(2,600,993)	(2,887,102)	(3,204,683)	(3,557,199)
Income Foregone	15,773,180	17,508,230	19,434,135	21,571,890
Other	(200,283,274)	(208,043,077)	(225,655,961)	(245,459,375)
<u>Total Direct Operating Income</u>	(2,667,896,573)	(2,948,495,065)	(3,492,004,128)	(3,978,375,691)
<u>Expenditure Per Category</u>				
Salaries, Wages & Allowances	796,995,545	906,833,141	1,000,851,504	1,086,404,992
Remuneration of Councillors	23,200,204	25,237,654	27,551,946	29,912,122
General Expenses	633,766,189	683,643,330	732,737,859	785,826,256
Operating Projects	229,972,400	110,302,050	222,774,736	229,321,000
Bulk Electricity Purchases	476,599,576	594,796,271	748,253,709	942,051,419
Bulk Water Purchases	125,200,836	119,768,561	130,547,732	142,297,028
Repairs & Maintenance	188,372,161	234,724,847	268,219,785	307,593,722
Depreciation	273,516,007	476,021,212	498,810,806	584,381,508
Interest on External Loans	69,037,328	100,888,988	97,821,666	95,486,074
<u>Total Direct Operating Expenditure</u>	2,816,660,246	3,252,216,054	3,727,569,743	4,203,274,121
Internal Charges	717,350,597	777,241,736	817,305,004	859,491,552
<u>Total Operating Expenditure</u>	3,534,010,843	4,029,457,790	4,544,874,747	5,062,765,673
Internal Recoveries	(717,350,597)	(777,241,736)	(817,305,004)	(859,491,552)
<u>Sub-Total</u>	2,816,660,246	3,252,216,054	3,727,569,743	4,203,274,121
Transfers To/From Other Reserves	(148,882,812)	(303,824,274)	(236,236,213)	(225,298,479)
<u>Total Operating Expenditure</u>	2,667,777,434	2,948,391,780	3,491,333,530	3,977,975,642

(Surplus) / Deficit	(119,139)	(103,285)	(670,598)	(400,050)
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Chart 1: Operating Budget per Income Sources

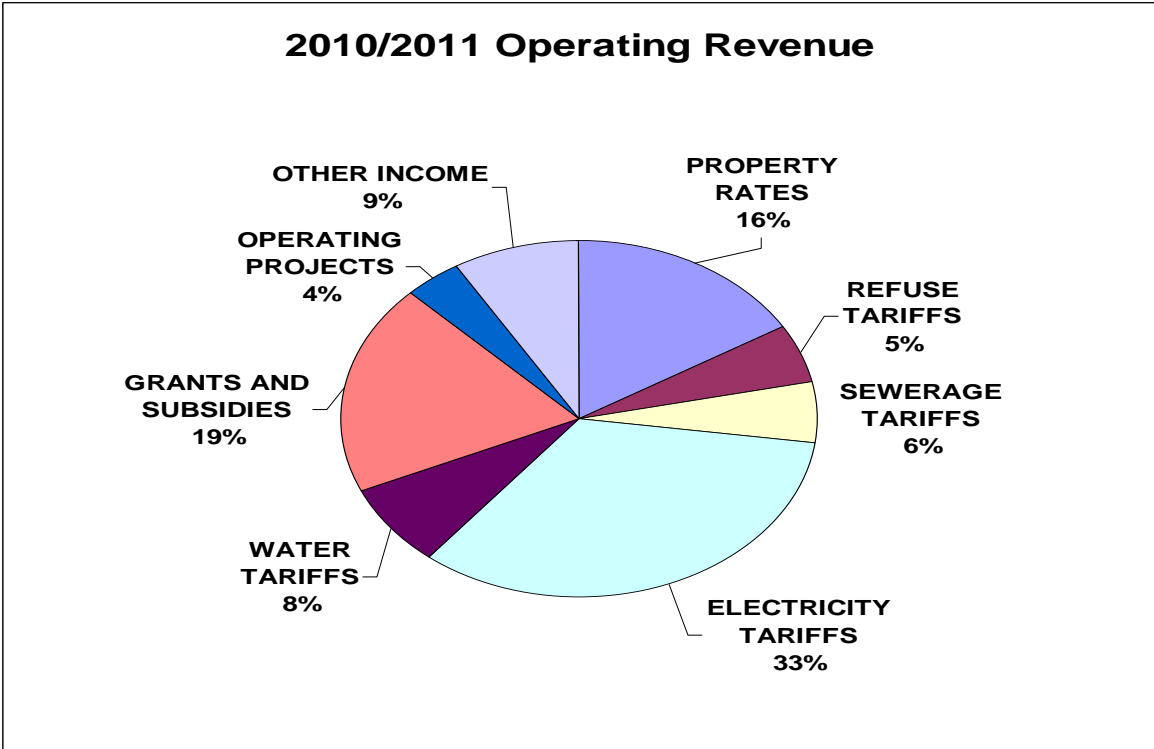
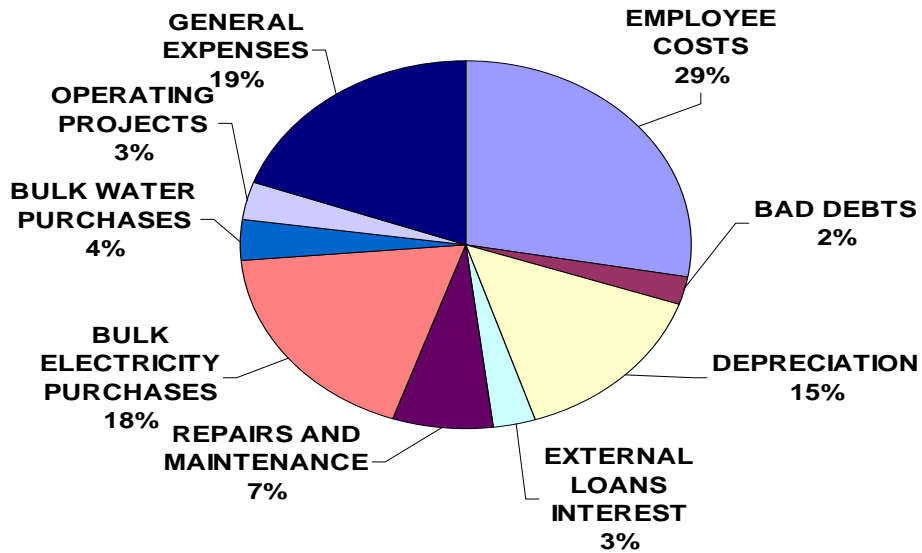


Chart 2: 2009/2010 Operating Budget per Expenditure Categories

2010/2011 Operating Expenditure



6.2 Trading Services

The following reflects the results of the trading services after the proposed tariff increase have been applied.

- Electricity

Table 8: Electricity Services Summary

	2009/2010 BUDGET	2010/2011 BUDGET	% INCREASE	2011/2012 BUDGET	2012/2013 BUDGET
Revenue					
Tariff Income	(810,214,976)	(988,462,271)	22.00%	(1,205,923,970)	(1,471,227,244)
Projects	0	0	0.00%	0	0
Other Income	(46,414,416)	(52,133,793)	12.32%	(60,607,600)	(70,616,123)
Internal Recoveries	(186,621,835)	(195,952,927)	5.00%	(205,750,573)	(216,038,102)
Total Income	(1,043,251,227)	(1,236,548,991)	18.53%	(1,472,282,143)	(1,757,881,469)
Expenditure					
Salaries & Wages	44,889,511	49,262,902	9.74%	53,552,014	58,225,314
Capital Charges	51,894,932	121,591,179	134.30%	122,170,003	118,457,170
Repairs & Maintenance	80,959,232	98,846,227	22.09%	120,592,397	147,122,724
Bulk Purchases	476,599,576	594,796,271	24.80%	748,253,709	942,051,419
General Expenses	65,439,432	67,890,982	3.75%	72,953,462	78,537,393
Projects	0	0	0.00%	0	0
Internal Charges	228,546,090	245,150,746	7.27%	257,664,119	270,832,698
Total Expenditure	948,328,773	1,177,538,306	24.17%	1,375,185,704	1,615,226,719
Trf To / From Reserves	(27,455,166)	(98,139,790)		(86,418,070)	(82,845,577)
(Surplus) / Deficit	(122,377,620)	(157,150,475)		(183,514,509)	(225,500,327)

An electricity service reflects a surplus of R157.15 million for the 2010/2011 financial year after

applying a 22.0 % increase in the tariffs. Electricity tariff income has increased by 22.0% compared to the 2009/10 financial year. The surplus from electricity contributes to Rates and General services.

Purchase of power from Eskom amounts to R594,8 million. The budget provision of R594.8 million represents an increase of 24.8 %, over the 2009/10 budget.

- **Water**

Table 9: Water Services Summary

	2009/2010 BUDGET	2010/2011 BUDGET	% INCREASE	2011/2012 BUDGET	2012/2013 BUDGET
Revenue					
Tariff Income	(202,854,696)	(225,168,713)	11.00%	(249,937,271)	(277,430,371)
Projects	(5,303,760)	0	-100.00%	0	0
Other Income	(40,942,102)	(44,349,735)	8.32%	(49,058,738)	(52,404,642)
Internal Recoveries	(138,860,370)	(145,803,389)	5.00%	(153,093,558)	(160,748,236)
Total Revenue	(387,960,928)	(415,321,836)	7.05%	(452,089,567)	(490,583,249)
Expenditure					
Salaries & Wages	50,630,177	55,022,732	8.68%	59,829,237	65,067,421
Capital Charges	30,770,633	49,070,536	59.47%	48,287,411	47,900,301
Repairs & Maintenance	16,306,784	22,516,871	38.08%	24,993,727	27,743,037
Bulk Purchases	125,200,836	119,768,561	-4.34%	130,547,732	142,297,028
General Expenses	42,592,709	39,466,922	-7.34%	42,073,959	44,874,653
Projects	5,303,760	0	0.00%	0	0
Internal Charges	170,678,083	181,002,257	6.05%	190,138,257	199,744,205
Total Expenditure	441,482,982	466,847,879	5.75%	495,870,322	527,626,644
Trf To / From Reserves	(22,665,396)	(36,932,403)		(30,934,570)	(29,646,107)
(Surplus) / Deficit	30,856,658	14,593,639		12,846,185	7,397,289

The water service reflects a deficit of R14.59 million for the 2010/2011 financial year after applying the 11 % increase in the tariffs.

The bulk water purchases amounts to R119,77 million, which is R5.43 million less than the 2009/10 estimate of R125.2 million. This situation arose from the fact that an amount of R15.3 million was included in the R125.2 million as a provision in the 2009/2010 financial year, in the event of a drought which would force the Municipality to buy in water at a premium. In essence the purchases from Amatola Water have increases by 8.8%.

In order for water services to break even, the water tariff needs to be increased by a further 7.19%.

- **Refuse**

Table 10: Refuse Services Summary

	2009/2010 BUDGET	2010/2011 BUDGET	% INCREASE	2011/2012 BUDGET	2012/2013 BUDGET
Revenue					
Tariff Income	(137,842,579)	(153,005,263)	11.00%	(169,835,842)	(188,517,784)
Projects	(1,300,000)	(750,000)	0.00%	0	0
Other Income	(50,304,665)	(61,733,328)	0.00%	(68,523,994)	(76,061,634)
Internal Recoveries	(11,618,097)	(12,199,002)	5.00%	(12,808,952)	(13,449,400)
Total Revenue	(201,065,341)	(227,687,593)	13.24%	(251,168,788)	(278,028,818)
Expenditure					
Salaries & Wages	63,067,232	67,234,441	6.61%	73,186,689	79,685,785
Capital Charges	18,905,357	6,571,325	-65.24%	6,513,221	6,475,444
Repairs & Maintenance	5,001,666	9,180,316	83.55%	10,190,151	11,311,067
Bulk Purchases	0	0	0.00%	0	0
General Expenses	104,479,817	122,293,775	17.05%	132,831,723	144,373,911

Projects	1,300,000	750,000	0.00%	0	0
Internal Charges	36,593,639	39,730,454	8.57%	41,777,840	43,939,331
Total Expenditure	229,347,711	245,760,311	7.16%	264,499,625	285,785,539
Trf To / From Reserves	788,216	1,155,194		1,292,530	1,439,091
(Surplus) / Deficit	29,070,586	19,227,912		14,623,367	9,195,812

The refuse service indicates a deficit of R17.23 million for the 2010/2011 financial year after applying the 11 % increase in the tariffs. Refuse tariff income has increased by 11.0 % as compared to the 2009/10 financial year.

In order for refuse services to break even, the refuse tariff needs to be increased by a further 13.95%. The deficit incurred by the Refuse Services is subsidised by Rates and General Services.

- **Sewerage Service**

Table 11: Sewerage Services Summary

	2009/2010 BUDGET	2010/2011 BUDGET	% INCREASE	2011/2012 BUDGET	2012/2013 BUDGET
Revenue					
Tariff Income	(146,597,011)	(162,722,682)	11.00%	(180,622,177)	(200,490,617)
Projects	0	0	0.00%	0	0
Other Income	(50,960,803)	(47,580,153)	-6.63%	(52,813,970)	(58,623,507)
Internal Recoveries	(19,377,501)	(20,346,376)	5.00%	(21,363,695)	(22,431,880)
Total Income	(216,935,315)	(230,649,212)	6.32%	(254,799,842)	(281,546,003)
Expenditure					
Salaries & Wages	50,211,865	56,127,732	11.78%	61,070,393	66,456,762
Capital Charges	59,224,163	47,029,902	-20.59%	48,762,262	50,530,203
Repairs & Maintenance	16,464,481	19,526,722	18.60%	21,674,661	24,058,874
Bulk Purchases	0	0	0.00%	0	0
General Expenses	76,376,240	85,744,933	12.27%	92,822,839	100,554,981
Projects	0	0	0.00%	0	0
Internal Charges	50,814,167	55,731,192	9.68%	58,632,914	61,695,831
Total Expenditure	253,090,916	264,160,480	4.37%	282,963,068	303,296,651
Trf To / From Reserves	(31,807,681)	(37,596,485)		(32,983,804)	(32,362,020)
(Surplus) / Deficit	4,347,920	(4,085,216)		(4,820,578)	(10,611,372)

The sewerage service reflects a surplus of R4.06 million for the 2010/2011 financial year after applying the 11 % increase in the tariffs. Sewerage tariff income has increased by 11 % as compared to the 2009/10 financial year. The surplus from Sewerage Services contributes to Rates and General services.

6.3 Repairs and Maintenance

An amount of R234.7 million has been provided for maintenance in the 2009/2010 financial year for roads, refuse, sewerage, electricity and water respectively. This reflects an increase of 24.6% compared to the 2009/2010 financial year and a further increase of 14% for 2011/2012 and 15% for 2012/2013 financial years.

Table 12: Repairs and Maintenance

PROVISION FOR REPAIRS AND MAINTENANCE	2009/2010 BUDGET	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
<u>Roads</u>	23,797,135	28,080,619	47,035,037	51,268,190
% Increase on Previous Year	18.00%	67.50%	9.00%	9.00%
	4,283,484	18,954,418	4,233,153	4,614,137
<u>Total</u>	28,080,619	47,035,037	51,268,190	55,882,327
<u>Refuse Service Tariff Income</u>	138,033,322	153,005,263	169,835,842	188,517,784
% of Tariff Income	5.00%	6.00%	6.00%	6.00%
<u>Total</u>	6,901,666	9,180,316	10,190,151	11,311,067
<u>Sewerage Service Tariff Income</u>	142,660,896	162,722,682	180,622,177	200,490,617
% of Tariff Income	9.00%	12.00%	12.00%	12.00%
<u>Total</u>	12,839,481	19,526,722	21,674,661	24,058,874
<u>Electricity Service Tariff Income</u>	809,592,320	988,462,271	1,205,923,970	1,471,227,244
% of Tariff Income	10.00%	10.00%	10.00%	10.00%
<u>Total</u>	80,959,232	98,846,227	120,592,397	147,122,724

Water Service Tariff Income	203,834,809	225,168,713	249,937,271	277,430,371
% of Tariff Income	8.00%	10.00%	10.00%	10.00%
Total	16,306,785	22,516,871	24,993,727	27,743,037
Other	43,284,379	37,619,674	39,500,659	41,475,692
Total	43,284,379	37,619,674	39,500,659	41,475,692
Grand Total Repairs & Maintenance	188,372,161	234,724,847	268,219,785	307,593,722

6.4 Provision for Bad Debts

Table 13: Proposed Bad Debt Provision for the MTREF Period

	2009/2010	2010/2011	2011/2012	2012/2013
Proposed Bad Debt Provision	69,726,306	77,681,451	85,449,596	93,884,556

The provision for bad debts has increased by R7,9 million in 2009/2010 to R77,7 million in

The provision for bad debts has been increased due to:

- Anticipated increase in unemployment as a result of retrenchments in the manufacturing industry,
- Ratepayer's inability to pay as a result of the current economic slowdown.

6.5 Grants Included In the Budget In Terms Of the 2010 DoRA Report

The following table reflects grants to be received in MTREF in terms of the DORA report published after the 2010 National Budget speech delivered by the Minister of Finance on the 13th April 2010.

Table 14: to 2012/2013 Grant Allocations in terms of 2010 DORA

	2009/2010 Government Gazette No 32794 10 Dec 2009	2010/2011 Government Gazette No 33100 13 Apr 2010	2010/2011 MTREF Government Gazette No 33100 13 Apr 2010	Government Gazette No 33100 13 Apr 2010
	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
1. Appendix W4				
<u>Specific Purpose Recurrent Grant Allocations</u>				
Local Government Financial Management Grant	1,000,000	1,200,000	1,450,000	1,500,000
Water Services Operating & Transfer Subsidy (DWAF)	2,985,000	2,105,000	1,395,000	0
Municipal Systems Improvement Programme	500,000	750,000	790,000	800,000
<u>Sub-Total - Specific Purpose Recurrent Grant Allocations</u>	4,485,000	4,055,000	3,635,000	2,300,000
2. Appendix W5				
<u>Infrastructure Grant Allocations</u>				
Municipal Infrastructure Grant (MIG)	172,136,000	193,192,000	232,352,000	282,519,000
Public Transport Infrastructure and Systems Grant	31,213,000	71,478,000	400,000,000	700,000,000
Neighbourhood Development Partnership Grant (Capital Grant)	6,000,000	13,000,000	18,000,000	35,000,000
Integrated National Electrification Programme (INEP)	13,000,000	20,000,000	25,000,000	20,000,000
Electricity Demand Side Management Grant	5,000,000	4,000,000	8,000,000	0
<u>Sub-Total - Infrastructure Grant Allocations</u>	227,349,000	301,670,000	683,352,000	1,037,519,000

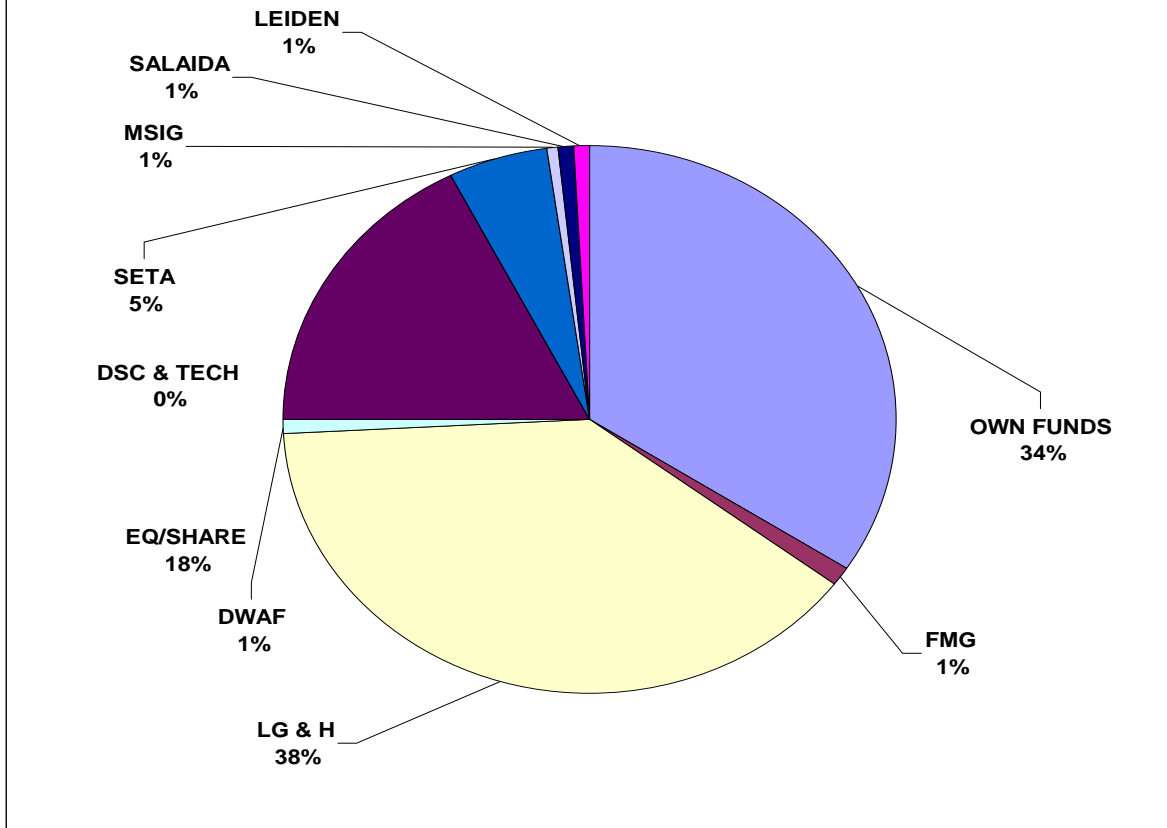
3. Appendix W6				
<u>Allocations-In-Kind</u>				
Water Services Operating & Transfer Subsidy Grant (DWAF)	603,000	0	0	0
Integrated National Electrification Programme (INEP) (Eskom) Grant	5,166,000	6,491,000	16,729,000	0
Neighbourhood Development Partnership Grant(Technical Assistance)	1,000,000	1,300,000	3,500,000	4,136,000
Electricity Demand Side Management (Eskom) Grant	0	0	5,000,000	0
<u>Sub-Total - Allocations-In-Kind</u>	6,769,000	7,791,000	25,229,000	4,136,000
4. Appendix W7				
<u>Incentives to Municipalities</u>				
Expanded Public Works Programme Incentives Grant for Municipalities	500,000	1,827,000	0	0
<u>Sub-Total - Equitable Share Allocations</u>	500,000	1,827,000	0	0
4. Appendix E6				
<u>Equitable Share Allocations</u>				
Equitable Share	401,691,000	508,895,000	583,459,000	643,912,000
<u>Sub-Total - Equitable Share Allocations</u>	401,691,000	508,895,000	583,459,000	643,912,000
<u>Grand Total - Total Allocations to Buffalo City Municipality</u>	640,794,000	824,238,000	1,295,675,000	1,687,867,000

6.6 Operating Projects

Table 15: Operating Budget Projects per Funding Source for MTREF Period

OPEX PER FUNDING SOURCE	2009/2010	2010/2011	2011/2012	2012/2013
	R	R	R	R
Own Funds	33,585,822	37,785,000	44,286,000	28,993,000
Finance Management Grant	1,000,000	1,200,000	1,450,000	1,500,000
Dept of Land Affairs	1,000,000	0	0	0
Dept of Local Government and Housing	218,722,912	42,675,050	144,488,736	165,828,000
Dept. Water Affairs & Forestry	6,600,000	1,000,000	1,000,000	0
European Commission	7,200,000	0	0	0
Equitable Share	15,000,000	19,500,000	19,500,000	19,500,000
Dept. of Science & Technology	5,000,000	0	4,000,000	5,000,000
Sectoral Education & Training Authority	0	5,750,000	6,600,000	7,700,000
Municipal Infrastructure Grant	100,000	0	0	0
Municipal Systems Infrastructure Grant	500,000	650,000	790,000	800,000
SALAIDA	1,022,400	750,000	0	0
Leiden	100,000	992,000	660,000	0
TOTAL OPEX	289,831,134	110,302,050	222,774,736	229,321,000

2010/2011 OPEX PER FUNDING SOURCE



7. CAPITAL BUDGET

Table below reflects the Capital Budget per sources of funding. (Annexure B).

Table 16: Capital Budget per Funding Source for MTREF Period

CAPEX PER FUNDING SOURCE	2009/2010 R	2010/2011 R	2011/2012 R	2012/2013 R
Capital Replacement Reserve	159,130,675	170,742,054	297,615,417	167,845,000
Development Bank of South Africa - Loan	205,571,175	0	0	0
Buffalo City Metropolitan Board	1,815,358	0	0	0
Dept. of Econ. Dev., Environ. Affairs & Tourism	700,000	0	0	0
Dept. of Land Affairs	2,082,276	0	0	0
Dept. of Sports, Arts & Culture	50,000,000	0	0	0
Dept. Science & Technology	3,390,580	0	0	0
Dept. of Water Affairs	533,967	0	0	0
Development Bank of South Africa - Grant	51,078	0	0	0
Easter Cape Development Corporation	344,272	0	0	0
European Commission	80,156,747	0	0	0
Dept. Local Government & Housing	121,977,718	9,800,000	52,900,000	22,000,000
Lotto Funding	344,555	0	0	0
Electricity Demand Management	0	4,000,000	8,000,000	0
Leiden	4,186,910	2,588,000	0	0

Integrated National Electrification Programme	35,327,718	20,000,000	25,000,000	20,000,000
Municipal Infrastructure Grant	291,988,094	190,004,332	219,866,720	279,019,000
Neighbourhood Development Partnership Grant	15,643,000	10,500,000	18,000,000	35,000,000
Disaster Management Grant	3,299,363	0	0	0
Public	1,914,618	1,000,000	1,000,000	0
Public Transport Infrastructure & Systems Grant	36,772,997	71,478,000	400,000,000	700,000,000
SIDA	52,993	0	0	0
TOTAL CAPEX	1,015,284,094	480,112,386	1,022,382,137	1,223,864,000

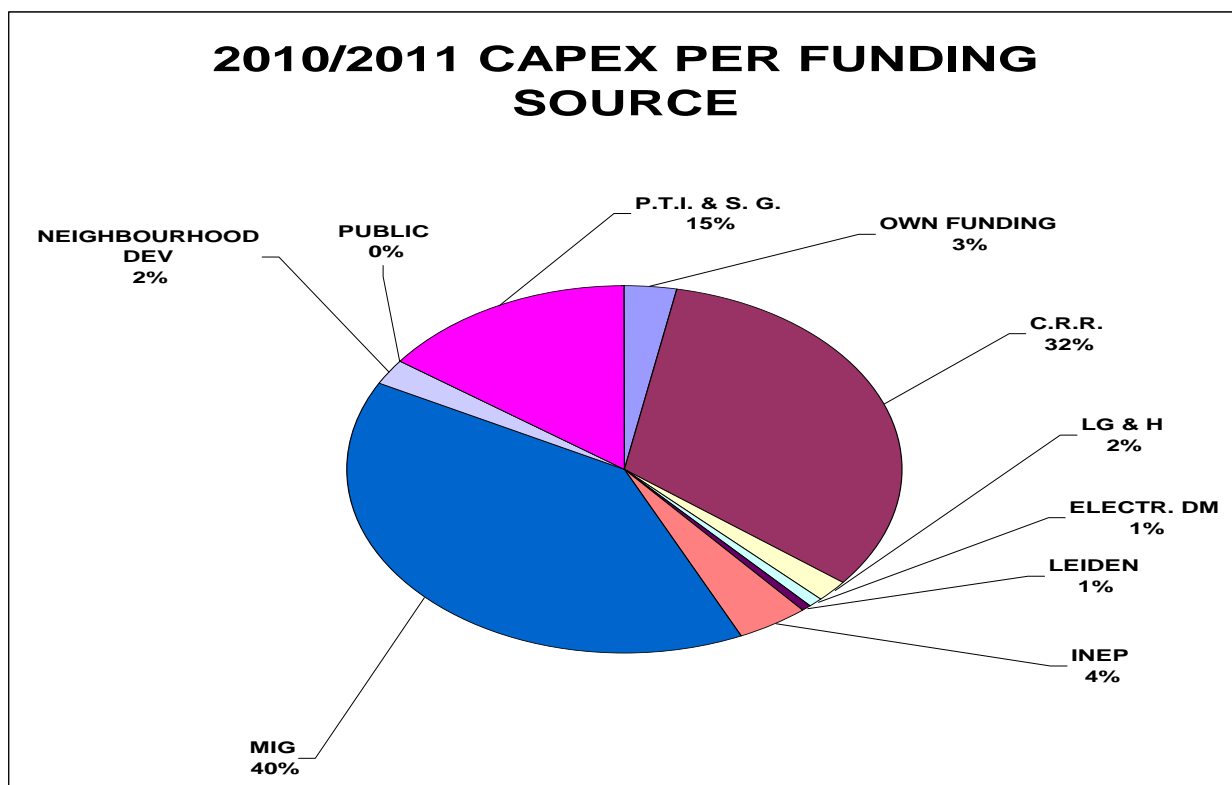
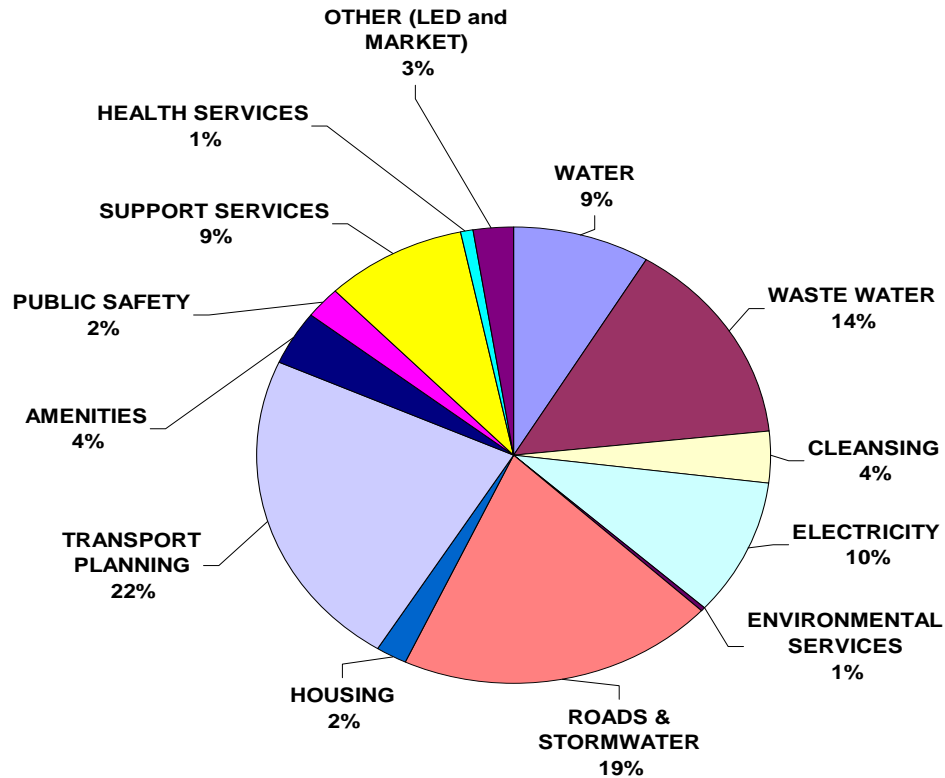


Table 17: Capital Budget per Service for MTREF Period

CAPEX PER SERVICE	2009/2010	2010/2011	2011/2012	2012/2013
	R	R	R	R
Water	102,833,918	41,500,000	55,000,000	64,500,000
Waste Water	138,350,568	70,711,855	104,683,730	111,000,000
Cleansing	61,221,393	17,500,000	42,800,000	10,000,000
Electricity	78,918,718	45,800,000	71,550,000	45,000,000
Environmental Services	6,664,289	2,500,000	9,016,303	9,000,000
Roads & Storm water	161,299,067	95,500,000	120,866,687	139,019,000
Housing	127,877,718	9,800,000	52,900,000	22,000,000
Transport Planning	77,091,434	109,052,360	433,000,000	743,750,000
Amenities	54,126,524	18,100,000	8,500,000	1,000,000
Public Safety	46,609,451	10,750,000	23,578,000	1,100,000
Support Services	133,220,748	42,975,664	86,337,417	72,405,000
Health Services	1,495,445	3,392,477	6,100,000	0
Other (LED and Market)	25,574,821	12,530,000	8,050,000	5,090,000
TOTAL CAPEX	1,015,284,094	480,112,356	1,022,382,137	1,223,864,000

2010/2011 CAPEX PER SERVICE



8. OVERVIEW OF BUDGET RELATED POLICIES

The following policies have guided the process of the development of the MTREF budget: -

8.1 Budget Policy

The Budget Policy has been developed in terms of Chapter 4 Section 15 to 32 of the MFMA and was approved by Council on 29 May 2008. The policy is currently being reviewed to take into account the key issues as per the MFMA Municipal Budget and Reporting Regulations and MFMA Circular 51. The key issues to be incorporated in the policy have been presented to a Councillors' workshop on 14 May 2010.

8.2 Tariff Policy

In terms of Section 74(1) of the Municipal Systems Act, Council adopted a tariff policy on 4 June 2009. No amendments have been made to the policy for the 2010/2011 financial year.

8.3 Rates Policy

In terms of Section 3 of the Municipal Property Rates Act, Council adopted a rates policy on 4 June 2009. The policy has been reviewed and presented to Councillors on 19 March 2010.

The draft reviewed policy was approved by Council on 30 March 2010 and advertised for public comments on 16 April 2010.

The reviewed policy is submitted to Council on 31 May 2010 for approval (Policy Annexure 5).

8.4 Credit Control Policy

The Credit Control and Debt Collection Policy including the indigent policy were adopted by Council in 2 May 2007.

The policy has been reviewed and presented to Councillors on 19 March 2010. The draft reviewed policy was approved by Council on 30 March 2010 and advertised for public comments on 16 April 2010.

The reviewed policy is submitted to Council on 31 May 2010 for approval (Policy Annexure 5).

8.5 Indigent Policy

The Credit Control and Debt Collection Policy including the indigent policy were adopted by Council in 2 May 2007.

A detailed indigent policy has been developed as a stand alone policy and presented to Councillors on 19 March 2010. The draft policy was approved by Council on 30 March 2010 and advertised for public comments on 16 April 2010.

The policy is submitted to Council on 31 May 2010 for approval (Policy Annexure 5).

8.6 Investment and Cash Management Policy

In terms of Section 13(2) of the Municipal Finance Management Act, the municipality must adopt an investment and cash management policy. The policy was approved by Council on 4 June 2009. No amendments have been made to the policy for the 2010/2011 financial year.

8.7 Long-Term Borrowings Policy

A long-term borrowings policy has been developed in compliance with the Municipal Finance and Management Act and the Municipal Budget and Reporting Regulations on Debt Disclosure.

The draft policy was presented to Councillors on 14 May 2010. The policy is submitted to Council on 31 May 2010 for approval (Policy Annexure 5).

8.8 Supply Chain Management Policy

In terms of Section 111 of the MFMA the municipality must adopt a Supply Chain Management policy. The reviewed policy was approved by Council in 24 February 2009.

The policy is currently under review and a draft was presented to Councillors on 10 May 2010.

8.9 Policy on Reserves and Asset Management Policy

The policy on Reserves and Asset Management policy are included in the accounting policies which were adopted by Council in August 2009.

9. RECOMMENDATION

It is recommended that: -

- 1 The Buffalo City Municipality's Reviewed 2010/2011 IDP be adopted by Council (Refer to Annexure 7).
2. The budget for the 2010/2011 MTREF period be approved as set out in the following annexure: -
 - (a) Annexure 1 – National Treasury Tables A1 to A10
 - (b) Annexure 2 – National Treasury Supporting Tables SA1 to SA37
 - (c) Annexure 3 – Detailed Operating Projects
 - (d) Annexure 4 – Detailed Capital Projects

	OPERATING BUDGET	CAPITAL BUDGET	TOTAL BUDGET
	R	R	R
Budget	3,252,216,054	480,112,356	3,732,328,410
2011/2012 Budget	3,727,569,743	1,022,382,137	4,749,951,880
2012/2013 Budget	4,203,274,121	1,223,864,000	5,427,138,121

3. Approval be granted for the increase in tariffs and charges with effect from 1 July 2010 in respect of the following: -
 - (a) Service Tariffs
 - Rates 10%
 - Sewerage 11%
 - Refuse 11%
 - Water 11%
 - Electricity 22%
 - Electricity – indigent and Pensioners 15%
 - (b) Council notes that NERSA has issued a guideline on Incremental Block Tariffs (IBTs) for 2010/2011 MTREF period as follows:

MONTHLY CONSUMPTION LEVEL	2010/2011	2011/2012	2012/2013
Block 1 (1 – 50kWh)	5.60%	5.50%	5.50%
Block 2 (51 – 350kWh)	7.30%	7.73%	8.00%
Block 3 (351 – 600kWh)	15.33%	16.03%	16.16%
Block 4 (> 600kWh)	15.33%	16.03%	16.16%

- (c) **If NERSA does not approve BCM's 22% electricity tariff increase that will result in a R59 million shortfall in the 2010/2011 tabled budget.**
- (d) Miscellaneous tariffs as set out in the detailed tariff book (Refer to Annexure 6)

4. That an indigent subsidy be granted to registered indigents in terms of Council's Indigent Policy.
5. That an indigent consumer be given a maximum subsidy on his account of R313.43 per month, which includes a maximum of 50kWh for electricity and 6kl for water.
6. That free basic electricity be granted for a registered indigent consumer of 50kWh per month.
7. That free basic water be granted to a registered indigent of 6kl per month.
8. That no new capital expenditure be undertaken until a commitment for funding has been received by Council and such project has been approved by Council.
9. That 2009/2010 roll over for grant funded projects will be appropriated in the budget once an approval has been received from National Treasury.
10. That the Municipal Manager advertise the Council's tariffs on 1 June 2010 for public inspection in terms of Section 75A (3) of the Municipal Systems Act, No. 32 of 2000.

Z. FAKU
EXECUTIVE MAYOR

ANNEXURE 1

TABLE A1 - A10

- **Table A1** : Consolidated Budget Summary
- **Table A2** : Consolidated Budget Financial Performance (revenue and expenditure by standard classification)
- **Table A3** : Consolidated Budget Financial Performance (revenue and expenditure by municipal vote)
- **Table A4** : Consolidated Budgeted Financial Performance (revenue and expenditure)
- **Table A5** : Consolidated Budgeted Capital Expenditure by vote, standard classification and funding
- **Table A6** : Consolidated Budgeted Financial Position
- **Table A7** : Consolidated Budgeted Cash Flows
- **Table A8** : Consolidated Cash backed reserves / accumulated surplus reconciliation
- **Table A9** : Consolidated Asset Management
- **Table A10** : Consolidated basic service delivery measurement

Municipal annual budget and MTREF & supporting tables

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ANNEXURE 1

CHARTS

- **Chart A5(a) : Revenue by source – major**
- **Chart A5(b) : Revenue by source – major source trend**
- **Chart A6 : Revenue by source – minor**
- **Chart A7 : Expenditure by Type – major**
- **Chart A7 : Expenditure by Type – major**
- **Chart A7 : Expenditure by Type – minor**
- **Chart A1 : Revenue by Municipal Vote Classification**
- **Chart A2a : Expenditure by Municipal Vote**
- **Chart A2b : Expenditure by Municipal Vote – (trend)**
- **Chart A3 : Revenue by standard classification**
- **Chart A4 : Expenditure by standard classification**
- **Chart A11 : Capital expenditure by standard classification**
- **Chart A9 : Capital expenditure by Municipal Vote (Major)**

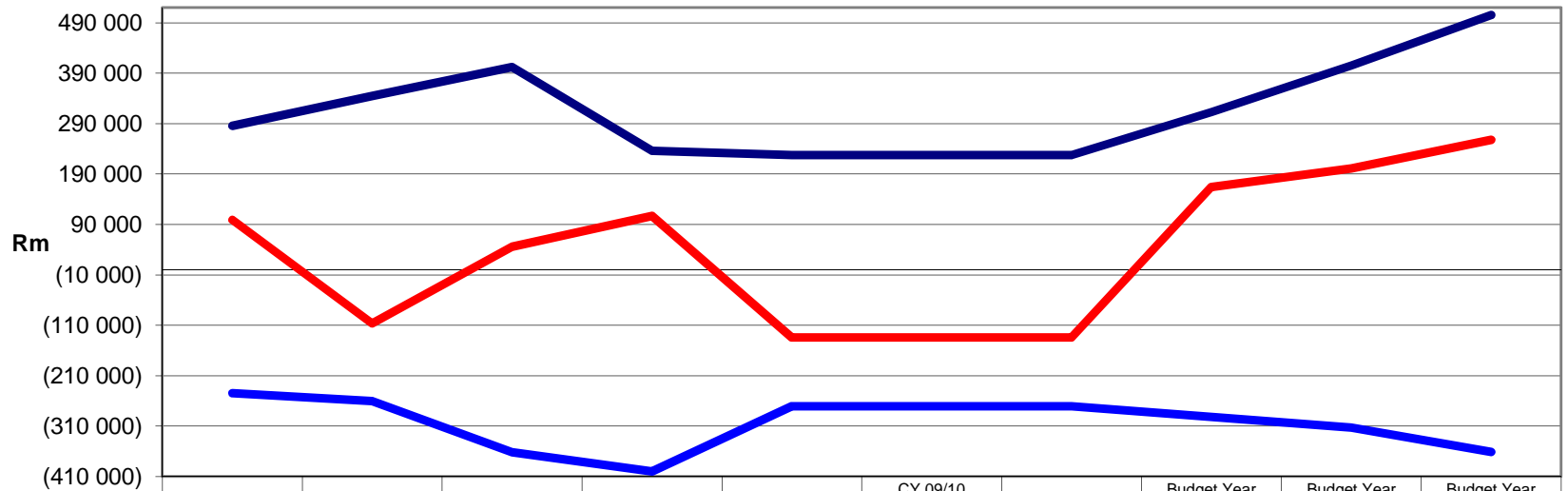
- **Chart A10 : Capital expenditure by Municipal Vote (Minor)**
- **Chart A12 : Capital expenditure by Municipal Vote (Major – Trend)**
- **Chart A13 : Capital funding by source**
- **Chart A14 : IDP Strategic Objectives – Revenue**
- **Chart A15 : IDP Strategic Objectives – Expenditure**
- **Chart A16 : IDP Strategic Objectives – Capital Expenditure**
- **Chart A14 : IDP Strategic Objectives – Revenue**
- **Chart A22 : Service charges – Revenue % change**
- **Chart A18 : Revenue collection**
- **Chart A17 : Debt (borrowing as a % of total Revenue collection)**
- **Chart A19 : Distribution losses**
- **Chart A20 : Borrowed capex funding**
- **Chart A21 : Expenditure analysis (of Total Revenue)**

Cash flow trend

	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
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Cash Flow - Op. Activities	285 766	344 500	401 876	236 004	227 470	227 470	227 470	312 822	405 041	505 624
Cash Flow - Investing (used)	(244 428)	(260 451)	(361 794)	(400 032)	(270 858)	(270 858)	(270 858)	(291 536)	(313 123)	(360 952)
Cash Flow - Financing	99 016	(106 067)	45 621	106 737	(133 988)	(133 988)	(133 988)	164 083	201 197	258 025

IDP Strategic Objectives - Revenue - Chart A14

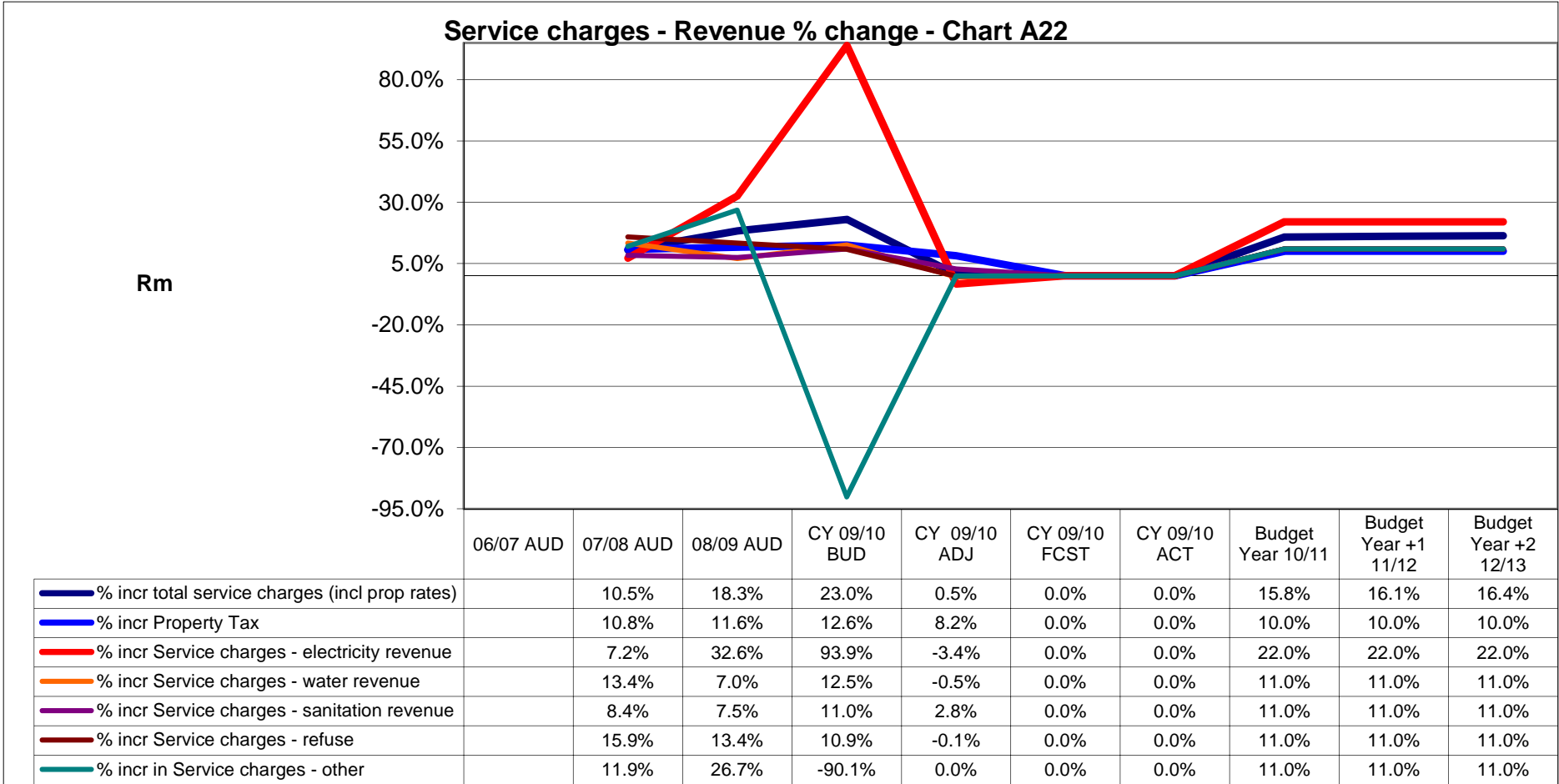


	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Cash Flow - Op. Activities	285 766	344 500	401 876	236 004	227 470	227 470	227 470	312 822	405 041	505 624
Cash Flow - Investing (used)	(244 428)	(260 451)	(361 794)	(400 032)	(270 858)	(270 858)	(270 858)	(291 536)	(313 123)	(360 952)
Cash Flow - Financing	99 016	(106 067)	45 621	106 737	(133 988)	(133 988)	(133 988)	164 083	201 197	258 025

	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
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Increases in service charges

% incr total service charges (incl prop rates)		10.5%	18.3%	23.0%	0.5%	0.0%	0.0%	15.8%	16.1%	16.4%
% incr Property Tax		10.8%	11.6%	12.6%	8.2%	0.0%	0.0%	10.0%	10.0%	10.0%
% incr Service charges - electricity revenue		7.2%	32.6%	93.9%	-3.4%	0.0%	0.0%	22.0%	22.0%	22.0%
% incr Service charges - water revenue		13.4%	7.0%	12.5%	-0.5%	0.0%	0.0%	11.0%	11.0%	11.0%
% incr Service charges - sanitation revenue		8.4%	7.5%	11.0%	2.8%	0.0%	0.0%	11.0%	11.0%	11.0%
% incr Service charges - refuse		15.9%	13.4%	10.9%	-0.1%	0.0%	0.0%	11.0%	11.0%	11.0%
% incr in Service charges - other		11.9%	26.7%	-90.1%	0.0%	0.0%	0.0%	11.0%	11.0%	11.0%

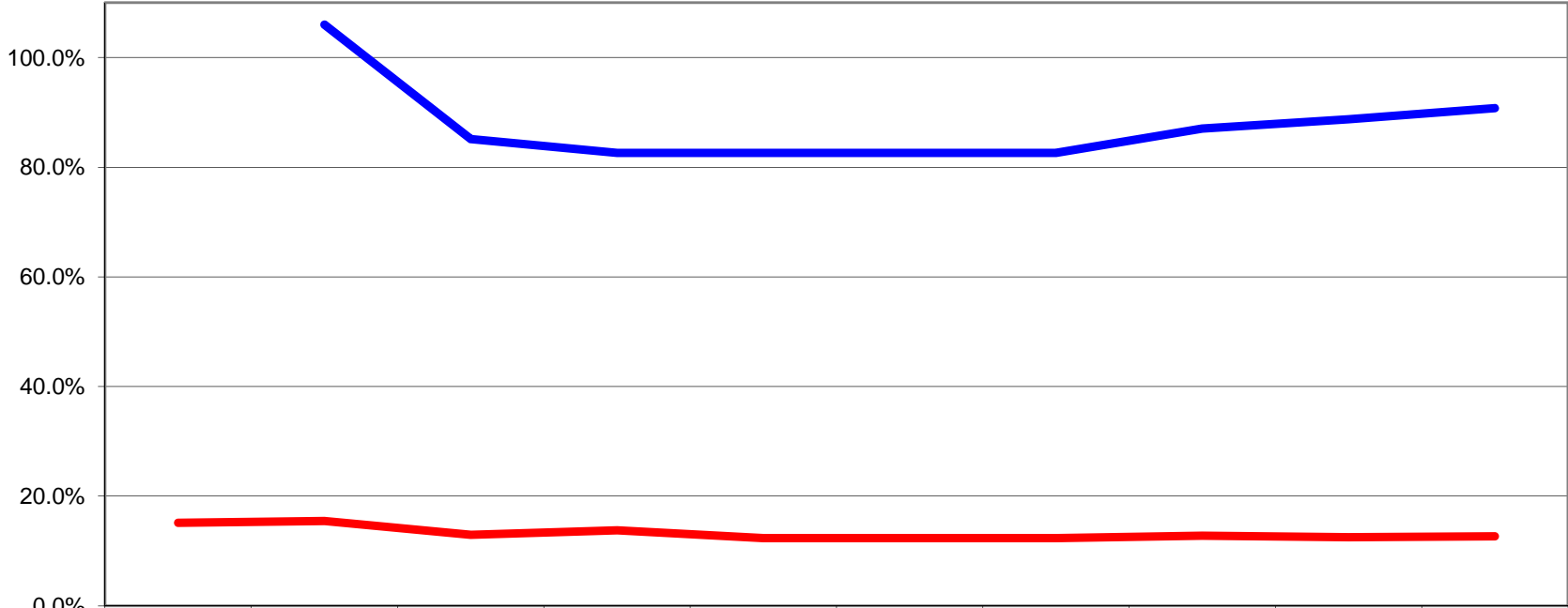


	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
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Debt

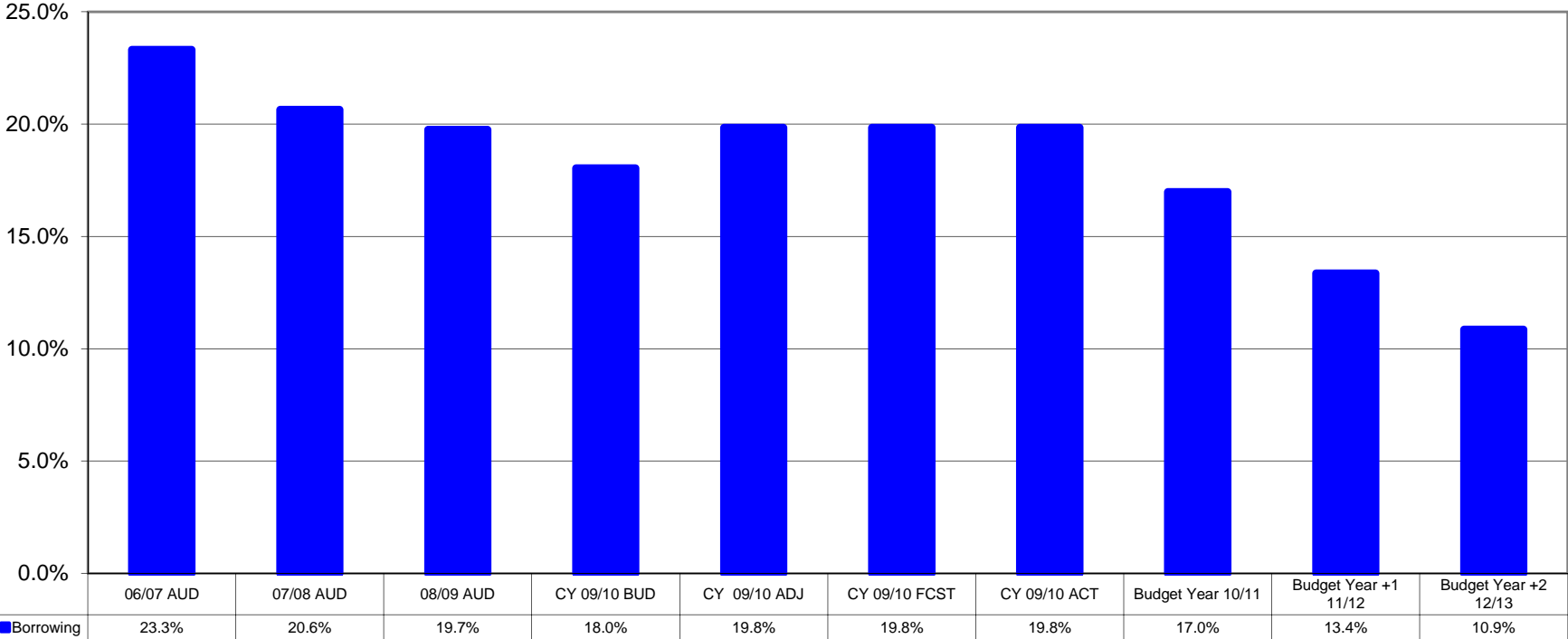
Borrowing	23.3%	20.6%	19.7%	18.0%	19.8%	19.8%	19.8%	17.0%	13.4%	10.9%
Annual Debtors Collection		106.0%	85.1%	82.6%	82.6%	82.6%	82.6%	87.0%	88.7%	90.7%
O/S Debtors to Revenue	15.2%	15.5%	13.0%	13.8%	12.4%	12.4%	12.4%	12.8%	12.5%	12.7%

Revenue collection - Chart A18



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Annual Debtors Collection		106.0%	85.1%	82.6%	82.6%	82.6%	82.6%	87.0%	88.7%	90.7%
O/S Debtors to Revenue	15.2%	15.5%	13.0%	13.8%	12.4%	12.4%	12.4%	12.8%	12.5%	12.7%

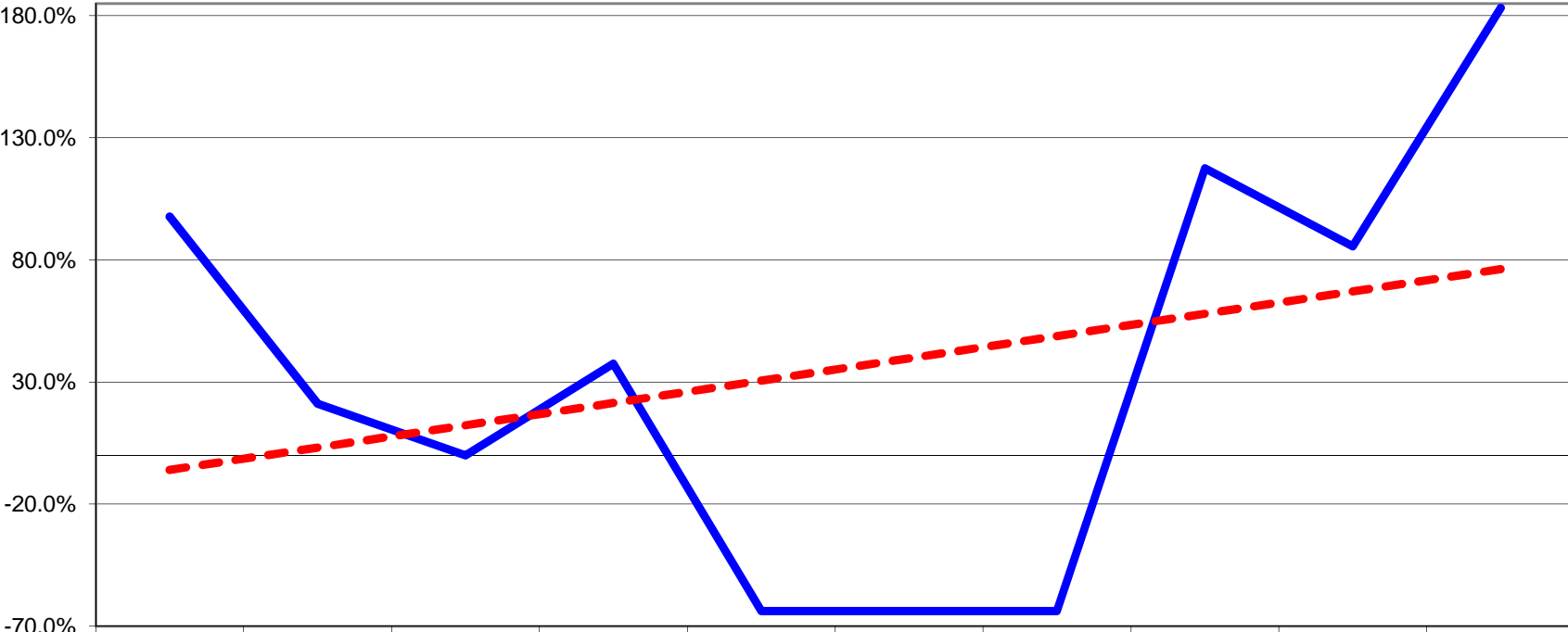
Debt (borrowing as a % of total revenue collection) - Chart A17



06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
97.7%	21.1%	0.0%	37.4%	-63.8%	-63.8%	-63.8%	117.5%	85.6%	183.2%

Borrowed capex funding

Borrowed capex funding - Chart A20



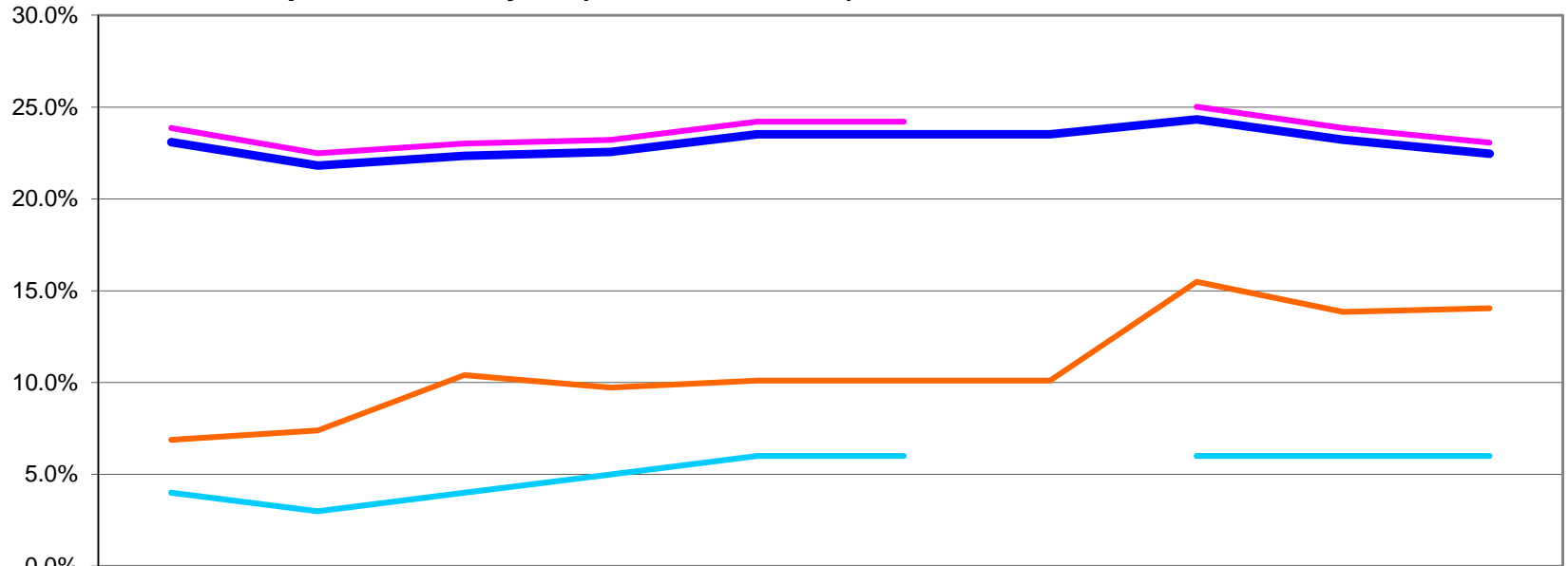
	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
— Borrowed capex funding	97.7%	21.1%	0.0%	37.4%	-63.8%	-63.8%	-63.8%	117.5%	85.6%	183.2%

06/07 AUD 07/08 AUD 08/09 AUD CY 09/10 BUD CY 09/10 ADJ CY 09/10 FCST CY 09/10 ACT Budget Year 10/11 Budget Year +1 11/12 Budget Year +2 12/13

Expenditure analysis

Employee costs	23.1%	21.8%	22.3%	22.6%	23.5%	23.5%	23.5%	24.3%	23.2%	22.5%
Remuneration	23.9%	22.5%	23.0%	23.2%	24.2%	24.2%		25.0%	23.9%	23.1%
Repairs & Maintenance	4.0%	3.0%	4.0%	5.0%	6.0%	6.0%		6.0%	6.0%	6.0%
Finance charges & Depreciation	6.9%	7.4%	10.4%	9.7%	10.1%	10.1%	10.1%	15.5%	13.8%	14.1%

Expenditure analysis (of Total Revenue) - Chart A21



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Employee costs	23.1%	21.8%	22.3%	22.6%	23.5%	23.5%	23.5%	24.3%	23.2%	22.5%
Remuneration	23.9%	22.5%	23.0%	23.2%	24.2%	24.2%		25.0%	23.9%	23.1%
Repairs & Maintenance	4.0%	3.0%	4.0%	5.0%	6.0%	6.0%		6.0%	6.0%	6.0%
Finance charges & Depreciation	6.9%	7.4%	10.4%	9.7%	10.1%	10.1%	10.1%	15.5%	13.8%	14.1%

ANNEXURE 2

SUPPORTING TABLES

- **Table SA1** : **Supporting detail to “Budgeted Financial Performance”**
- **Table SA2** : **Consolidated Matrix Financial Performance Budget (revenue source/expenditure type & dept.)**
- **Table SA3** : **Supporting detail to “Budgeted Financial Position”**
- **Table SA4** : **Reconciliation of IDP strategic objectives and Budget (revenue)**
- **Table SA5** : **Reconciliation of IDP strategic objectives and budget (operating expenditure)**
- **Table SA6** : **Reconciliation of IDP strategic objectives and budget (capital expenditure)**
- **Table SA7** : **Measureable performance objectives**
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- **Table SA9** : **Social, economic and demographic statistics and assumptions**
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- **Table SA24 : Summary of personnel numbers**
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- **Table SA26 : Consolidated budgeted monthly revenue and expenditure (municipal vote)**
- **Table SA27 : Consolidated budgeted monthly revenue and expenditure (standard classification)**
- **Table SA28 : Consolidated budgeted monthly capital expenditure (municipal vote)**
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- **Table SA31 : Aggregated entity budget**
- **Table SA32 : List of external mechanisms**
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- **Table SA34a : Consolidated capital expenditure on new assets by asset class**
- **Table SA34b : Consolidated capital expenditure on existing assets by asset class**
- **Table SA34c : Consolidated repairs and maintenance by asset class**
- **Table SA35 : Consolidated future financial implications of the capital budget**
- **Table SA36 : Consolidated detailed capital budget**
- **Table SA37 : Consolidated projects delayed from previous Financial year/s**

Municipal annual budget and MTREF & supporting tables

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ANNEXURE 3

DETAILED OPERATING PROJECTS

2010/2011 - 2012/2013 MTREF OPERATING PROJECTS PER DIRECTORATE

ANNEXURE 3

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Executive Support Services							
Executive Support Services Office	105005	Mayoral Bursary Fund	N/A	Own Funds	350 000	400 000	
Speakers Office	105010	Councillor Training	N/A	Mun.Sys.Infra. Grant	350 000	390 000	400 000
Development Co-Operation	120005	HIV Aids	N/A	Leiden Platform	100 000	100 000	
GIS Unit	110015	Strategic GIS Policy	N/A	Own Funds	100 000	100 000	100 000
GIS Unit	110015	GIS Software Licences and Maintenance	N/A	Own Funds	898 000	907 000	1 300 000
Special Programmes	105030	Gender Strategy	N/A	Own Funds	100 000	150 000	
Special Programmes	105030	Decentralised Response to HIV/AIDS in South Africa	N/A	Own Funds	100 000	150 000	
Special Programmes	105030	Special Programmes Focal Areas Days of Importance	N/A	Own Funds	200 000	250 000	
Special Programmes	105030	BCM-Umsobomvu Youth Advisory Centres	N/A	Own Funds	500 000	550 000	
Special Programmes	105030	Youth Development	N/A	Own Funds	100 000	100 000	150 000
Special Programmes	105030	Special Programmes Focal Areas Administrator Project	N/A	Leiden Platform	490 000	140 000	0
Special Programmes	105030	BCM Local Aids Council	N/A	Own Funds	0	100 000	100 000
Development Co-Operation	120005	Leiden reimbursement	N/A	Leiden Platform	100 000	100 000	
Development Co-Operation	120005	Logo South Projects Management and coordination	N/A	Own Funds	150 000	150 000	
Development Co-Operation	120005	GAVLE PROJECTS 2008-2009	N/A	SALAIDA	750 000	0	
Public Participation and Ward Committees	105020	Public participation and ward committees	N/A	Mun.Sys.Infra. Grant	300 000	400 000	400 000
Public Relations and International Events	120010	Production of Communications Tool	N/A	Own Funds	150 000	150 000	200 000
Public Relations and International Events	120010	Ward Committee Newsletters	N/A	Own Funds	150 000	150 000	200 000
Public Relations and International Events	120010	Customer Satisfaction Survey	N/A	Own Funds	350 000		500 000
Public Relations and International Events	120010	City Branding	N/A	Own Funds	400 000		
Special Programmes	105030	Disability Programmes	N/A	Own Funds	100 000	100 000	100 000
Special Programmes	105030	Older Persons Programmes	N/A	Own Funds	0	200 000	200 000
Special Programmes	105030	Mainstreaming Special Programmes	N/A	Own Funds	100 000	150 000	200 000
Special Programmes	105030	Special Programmes Focal Areas Days of Importance	N/A	Own Funds	430 000	450 000	674 000
Special Programmes	105030	BCM Special Programmes Focal Areas Strategies Implementaion	N/A	Leiden Platform	302 000	320 000	
Office of the Director of the Executive Mayor	105005	Capacity Building	N/A	Own Funds	600 000	800 000	1 000 000
Office of the Director of the Executive Mayor	105005	Documentation of Case Studies	N/A	Own Funds	150 000	100 000	100 000
					7 320 000	6 407 000	5 624 000
Municipal Manager's Office							
Internal Audit	215005	Anti Corruption Strategy.	N/A	Own Funds	80 000		
Internal Audit	215005	Framework for compliance with IIA Standards.	N/A	Own Funds	50 000		

2010/2011 - 2012/2013 MTREF OPERATING PROJECTS PER DIRECTORATE

ANNEXURE 3

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Internal Audit	215005	Fraud Hotline	N/A	Own Funds	150 000	500 000	500 000
Internal Audit	215005	Risk Management Framework.	N/A	Own Funds	85 000		
Internal Audit	215005	Internal Audit Software	N/A	Own Funds	50 000		
Municipal Manager and Support Services	205005	Buffalo city municipality's transformation strategy	N/A	Own Funds	150 000	150 000	
					565 000	650 000	500 000
Chief Operations Officer							
Housing Department	255005	Potsdam Unit P : Stage 2 : 2003 units : P5 : Top Structure	21-25	DEPT SC.&TECH		4 000 000	5 000 000
Housing Department	255005	West Bank Restitution project: P5	32	Dept of Land Affairs	1 000 000	1 000 000	
Housing Department	255005	Reeston Phase 3 - Stage 2 - P4 - Sales Admin & Conveyancers	13	Local Govt Housing	200 000	0	
Housing Department	255005	Reeston Phase 3 - Stage 2 - 1000 units: P1	13	Local Govt Housing	300 000	0	
Housing Department	255005	Reeston Phase 3 - Stage 2 - Town Planning & Survey: P2	13	Local Govt Housing	300 000	0	
Housing Department	255005	Reeston Phase 3 - Stage 2 - 1000 units:P5 Top Structure	7	Local Govt Housing	0	30 000 000	40 000 000
Housing Department	255005	Duncan Village Competition Site - 131 units - P5	7	Local Govt Housing	0	4 140 286	
Housing Department	255005	1440 Families Relocation From Duncan Village to Reeston	13	Local Govt Housing	800 000	1 000 000	1 200 000
Housing Department	255005	Accreditation: Buffalo City Municipality: Housing	1-45	Local Govt Housing	3 000 000	3 500 000	3 500 000
Housing Department	255005	DVRI TRA3: 120 UNITS: P5	7	Local Govt Housing	2 200 000	0	
Housing Department	255005	DVRI Pilot Projects Relocation	6,7,8	Local Govt Housing	80 000	30 000	
Housing Department	255005	Manyano & Tembilihle : 850 Units: P5	17	Local Govt Housing	0	15 980 100	25 000 000
Housing Department	255005	Manyano & Tembilihle : P1	17	Local Govt Housing	400 000	300 000	
Housing Department	255005	Manyano & Tembilihle : P2	17	Local Govt Housing	628 450		
Housing Department	255005	Mdantsane Zone CC - Phase 2 - Stage 1: 1500 Units - P4	24	Local Govt Housing		328 000	528 000
Housing Department	255005	Mdantsane Zone CC - Phase 2 - Stage 1: 1500 Units - P5	24	Local Govt Housing		21 759 000	25 000 000
Housing Department	255005	Mdantsane Zone CC - Phase 2 - Stage 1: 1500 Units - P2	24	Local Govt Housing	175 000	400 000	
Housing Department	255005	Mdantsane Zone 18 CC - Phase 2 - Stage 1: P1	24	Local Govt Housing	1 000 000	400 000	300 000
Housing Department	255005	Potsdam Unit P : Stage 2 : 2003 units : P4 : Sales Admin	21,25	Local Govt Housing	250 000	51 350	0
Housing Department	255005	Potsdam Unit P : Stage 2 : 2003 units : P5 : Top Structure	21,25	Local Govt Housing	30 000 000	40 000 000	50 000 000
Housing Department	255005	Potsdam Unit P : Stage 2 : 1000 units : P4 : Sales Admin	21,25	Local Govt Housing		100 000	300 000
Housing Department	255005	R/O Reeston 1&2 : Stage 1A : 1000 (Rectification)	13	Local Govt Housing	0	400 000	
Housing Department	255005	Second Creek Deveolpment: 300 Units: P4	5	Local Govt Housing	50 000	0	
Housing Department	255005	Second Creek Deveolpment: 300 Units: P5	5	Local Govt Housing	0	11 000 000	
Housing Department	255005	West Bank Restitution project: P5	32	Local Govt Housing	0	12 500 000	20 000 000
					40 383 450	146 888 736	170 828 000

2010/2011 - 2012/2013 MTREF OPERATING PROJECTS PER DIRECTORATE

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DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Directorate of Financial Services							
Customer Care Office	330020	Customer Incentive Scheme	N/A	Own Funds	750 000	800 000	850 000
Supply Chain Management	320010	Intenda Solution Suite	N/A	Own Funds	350 000	250 000	
Asset Risk and Financial Services	320005	GRAP Implementation Project	N/A	Own Funds	300 000	480 000	480 000
Rates and Valuations	330005	General Valuations	N/A	Own Funds	7 500 000	15 984 000	16 919 000
Budget Office	315005	Budget Reforms	N/A	Finance Management	1 200 000	1 450 000	1 500 000
Debtors Management Office	330015	Billing Data Cleanup and Maintenance	N/A	Own Funds	2 300 000	500 000	0
Debtors Management Office	330015	Billing Debt Book analysis	N/A	Own Funds	2 200 000	500 000	0
					14 600 000	19 964 000	19 749 000
Directorate of Corporate Services							
Management Information Services	415025	IT Co-Sourcing Model	N/A	Own Funds	2 300 000	2 500 000	2 800 000
Office of the Director	405005	Metro Status Impact Analysis	N/A	Own Funds	1 200 000	450 000	200 000
Organisational Development	420020	Employee Assistance Programmes	N/A	Own Funds	1 512 000	1 515 000	1 520 000
Council Support	415005	Review BY-Law in Standing Rules of Order	N/A	Own Funds	25 000		
Council Support	415005	Policy on Closure of Council Meetings	N/A	Own Funds	25 000		
Organisational Development	420020	Training and Development	N/A	SETA	2 950 000	3 500 000	4 000 000
Organisational Development	420020	Capacity Building Programmes: External Study Assistance	N/A	SETA	500 000	600 000	1 000 000
Organisational Development	420020	Capacity Building Programme - Internal Study Assistance	N/A	SETA	2 300 000	2 500 000	2 700 000
					10 812 000	11 065 000	12 220 000
Directorate of Engineering Services							
Office of the Director	505005	Mayoral Projects	1-45	Equitable Share	19 500 000	19 500 000	19 500 000
					19 500 000	19 500 000	19 500 000
Directorate of Development Planning							
Transport Planning and Operations Admin	620005	Transport policy and by-law	N/A	Own Funds	270 000	0	
Transport Planning and Operations Admin	620005	Transport planning	N/A	Own Funds	750 000	1 000 000	
City Planning	615070	Mdantsane Infill Areas - Phase III	14-18,20-24	Local Govt Housing	300 000	0	
City Planning	615070	Yellowwoods - Kei Road Settlement Planning	42,45	Local Govt Housing	45 800	0	
City Planning	615070	Duncan Village Settlement Planning	3,5,6,7	Local Govt Housing	1 300 000	1 300 000	
City Planning	615070	Settlersway LSDF	30	Own funds	0	0	500 000

2010/2011 - 2012/2013 MTREF OPERATING PROJECTS PER DIRECTORATE

ANNEXURE 3

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
City Planning	615070	Mount Coke Settlement Planning	40	Own funds	0	0	400 000
City Planning	615070	Kidds Beach & Rural Areas - Feasibility Study	31	Own funds	50 000		
City Planning	615070	Southernwood/ Belgravia LSDF	3,5	Own funds		500 000	
City Planning	615070	Duncan Village Settlement Planning	6,7,8,9	Local Govt Housing	1 300 000	1 300 000	
City Planning	615070	Mdantsane Infill Areas - Phase III	14-18,20-24	Local Govt Housing	300 000	0	
City Planning	615070	Vincent Berea LSDF Review	3, 4	Own funds	350 000	0	0
City Planning	615070	SDF Review & Implementation	1-45	Own funds	280 000	350 000	0
City Planning	615070	Yellowwoods - Kei Road Settlement Planning	42,45	Local Govt Housing	45 800		
Land Surveying	615085	Mdantsane Boundary Rectifications Phase 1	14-24	Own funds	300 000	0	
Land Surveying	615085	Mdantsane Boundary Rectifications Phase 2	14-24	Own funds	0	1 300 000	
Local Economic Development	635005	Duncan Village Business Hives	5,6,7,8,9,10	Own Funds	700 000	900 000	
Local Economic Development	635005	Trade & Investment Programme	N/A	Own Funds	485 000	60 000	
Local Economic Development	635005	Tourism Safety Project	N/A	Own Funds	0	400 000	
Local Economic Development	635005	Emerging Contractor Development Programme	5,6,7,8,9,10	Own Funds	400 000	550 000	
Local Economic Development	635005	Informal Traders Development Programme	5,6,7,9,14,40,42,44,45	Own Funds	400 000	550 000	
Local Economic Development	635005	Informal Traders Development Programme		Own Funds	0	0	
Local Economic Development	635005	Tourism Business Support Programmes(Implementation of Master Pla	N/A	Own Funds	1 200 000	1 200 000	
Local Economic Development	635005	Tourism and Heritage Route Development	42,44	Own Funds	100 000	400 000	
Local Economic Development	635005	Economic Data Intelligence System	N/A	Own Funds	750 000	750 000	
Local Economic Development	635005	Buffalo City Summer Season Holiday Program	N/A	Own Funds	1 600 000	1 200 000	
Local Economic Development	635005	Mdantsane One Stop Shop	14-24	Own Funds	900 000	1 000 000	
Local Economic Development	635005	Review of Agricultural Strategy	N/A	Own Funds	350 000		
Local Economic Development	635005	Cooperative Support programme	14-24	Own Funds	2 000 000	3 000 000	
Local Economic Development	635005	Dimbaza Tourism Interpretation & Development Centre	34	Own Funds	100 000	400 000	
Local Economic Development	635005	Economic Project Planning (Feasibility Studies)	N/A	Own Funds	350 000		
Local Economic Development	635005	Urban Agriculture	18,22,24	Own Funds	500 000	600 000	
Local Economic Development	635005	Mdantsane Tourism Centre	13-24	Own Funds	300 000	400 000	
Local Economic Development	635005	Mdantsane Festive Season Programme	13-24	Own Funds	375 000	400 000	
Local Economic Development	635005	Business Expos	N/A	Own Funds	400 000	500 000	
					16 201 600	18 060 000	900 000
Directorate of Community Services							
Street Sweeping	770020	Intergrated Waste Management Plan of Buffalo City	13-23	Own Funds	750 000	0	

2010/2011 - 2012/2013 MTREF OPERATING PROJECTS PER DIRECTORATE

ANNEXURE 3

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
					750 000	0	0
Directorate of Health & Public Safety							
Disaster Management	725055	Community Based Risk Reduction	1-45	Own Funds	30 000	50 000	
Disaster Management	725055	Disaster Management Structures	1-45	Own Funds	60 000	90 000	
Disaster Management	725055	Risk and Vulnerability Assessment	1-45	Own Funds	80 000	100 000	
					170 000	240 000	0
					110 302 050	222 774 736	229 321 000

ANNEXURE 4

DETAILED CAPITAL PROJECTS

2010/2011 - 2012/2013 MTREF CAPITAL PROJECTS PER DIRECTORATE

ANNEXURE 4

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
<u>Executive Support Services</u>							
Executive Support Services Office	105005	Office Furniture & Equipment - Mayors Office	N/A	CRR	150 000	0	
Executive Support Services Office	105005	Councillors Office	N/A	CRR	4 500 000		
Development Co-Operation	120005	Leiden Twinning(Sanitation,Solid Waste & Floodpain)	N/A	Leiden Platform	2 588 000		
Development Co-Operation	120005	CounterFunding Leiden Projects	N/A	CRR	1 965 000		
					9 203 000	0	0
<u>Municipal Manager's Office</u>							
Municipal Manager and Support Services	205005	Office Furniture & Equipment	N/A	CRR	100 000	54 327	0
Municipal Manager and Support Services	205005	Computer Requirements	N/A	CRR	100 000	0	0
					200 000	54 327	0
<u>Chief Operations Officer</u>							
Housing	255005	Office Furniture & Equipment	N/A	CRR	50 000	60 000	70 000
Housing	255005	Computer Requirments	N/A	CRR	80 000	40 000	20 000
Housing	255005	Reeston Phase 3 Stage 2 - 1000 units - P3	13	Local Govt Housing	0	25 000 000	7 000 000
Housing	255005	Mdantsane Zone CC - Phase 2 - Stage 1 1500 Units	13-24	Local Govt Housing	0	12 000 000	
Housing	255005	Manyano & Tembelihle : 850 Units P3	17	Local Govt Housing	9 800 000		
Housing	255005	Haven Hills South Pilot Project 148 Units P3	11	Local Govt Housing		900 000	
Housing	255005	West Bank Restitution Project 2021 Units P3	30	Local Govt Housing		15 000 000	15 000 000
					9 930 000	53 000 000	22 090 000
<u>Directorate of Financial Services</u>							
Office of the CFO	305005	Computer Requirments	N/A	CRR	513 000	481 200	655 000
Office of the CFO	305005	Office Furniture & Equipment	N/A	CRR	150 000	251 890	150 000
Office of the CFO	305005	Air Conditioning Units	N/A	CRR	50 000	50 000	50 000
Customer Care Office	330020	KWT Civic Centre Payments Hall Upgrade	N/A	CRR	2 000 000	1 600 000	
Customer Care Office	330020	Upgrading of All Zone Offices - Mdantsane	13-24	CRR	3 500 000	2 900 000	
Pre-Payment Vending Office	330025	Purchase of Prepayment Vending Machines	N/A	CRR	350 000	350 000	
					6 563 000	5 633 090	855 000
<u>Directorate of Corporate Services</u>							
Office of the Director of Corporate Services	405005	End User Computing Equipment - Disaster Recovery	N/A	CRR	575 000	0	

2010/2011 - 2012/2013 MTREF CAPITAL PROJECTS PER DIRECTORATE

ANNEXURE 4

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Support Services Office	405010	Office Furniture & Equipment	N/A	CRR	278 652	0	
Support Services Office	405010	Document Management	N/A	CRR	200 000	800 000	500 000
Gen Admin. & Telecommunication Services	415015	Telecommunication network system	N/A	CRR	1 400 000	1 000 000	
Gen Admin. & Telecommunication Services	415015	Radio Data Network - Mdantsane	13-24	CRR	350 000	150 000	
Gen Admin. & Telecommunication Services	415015	Integrated Enterprise Resource Planning System	N/A	CRR	2 000 000	50 000 000	50 000 000
Gen Admin. & Telecommunication Services	415015	Computer Requirements	N/A	CRR	150 000	100 000	50 000
Gen Admin. & Telecommunication Services	415015	Conferencing System	N/A	CRR	1,100 000	0	0
					4 953 652	52 050 000	50 550 000
Directorate of Engineering Services							
Office of the Director	505005	Computer Requirements	N/A	CRR	100 000		
Office of the Director	505005	Office Furniture & Equipment	N/A	CRR	100 000		
Office of the Director	505005	Upgrade of Buildings	N/A	CRR	100 000		
Office of the Director	505005	Mayoral Projects	N/A	Own Funds	15 000 000	15 000 000	15 000 000
Sewerage Admin	515010	Inland Rural Sanitation (Dimbaza Villages,Ngwxalane and Kwalini)	1-45	MIG	28 426 599	40 000 000	60 000 000
Sewerage Admin	515010	Quinera Treatment Works	1,10-45	MIG	6 785 256	7 000 000	2 000 000
Sewerage Treatment - Midland	515026	Mdantsane External Corrison Prtection of Sewerpipe Bridges	13-24	MIG	0	183 730	
Sewerage Treatment - Inland	515026	Waste Water Treatment Capacity (Zwelitsha)	38,39,40	MIG	8 000 000	10 000 000	5 000 000
Sewerage Treatment - Central	515027	Sludge Handling Facility - Midlands	14,15	CRR	0	4 500 000	2 000 000
Sewerage Treatment - Central	515027	Reeston Phase 3 Bulk Services Sewer	13	MIG	5 000 000	8 000 000	5 000 000
Sewerage Treatment - Midland	515028	Bufferstrip Sanitation - Mdantsane	13-23	MIG	8 000 000	1 000 000	15 000 000
Sewerage Reticulation - Midland	515031	Mdantsane Sewers - Refurbishment	13-24	MIG	2 000 000	2 000 000	2 000 000
Water Administration	520005	Kwt and Bisho Infrastructure(Water)	28,42	CRR	5 000 000	5 000 000	
Water Administration	520005	Amahleke Water Supply	37	MIG	2 000 000	5 000 000	5 000 000
Bulk Pumping Stations	520015	Augmentation of Water Treatment Capacity - Umzoniana/Raising	12,13	MIG	8 000 000	8 000 000	10 000 000
Umzoniana Water Treatment Works	520021	Bulk Water Supply Newlands and Other Areas	13-23	MIG	1 400 000	1 000 000	0
Water Ops & Maint. - Coastal	520025	Ward 33 Bulk Water Supply Scheme	33	MIG	9 000 000	7 000 000	8 000 000
Water Ops & Maint. - Coastal	520025	Bulk Water Supply Coastal Areas	31	MIG	8 000 000	8 000 000	15 000 000
Water Ops & Maint. - Coastal	520025	Umzonyana ro Westbank Bulk Pipeline	30,37	MIG	1 000 000	1 000 000	2 000 000
Roads Administration	525035	Design and preparatory work for MIG approved projects	1-45	MIG	500 000	500 000	500 000
Roads Design	525020	West Bank Restitution	30,37	MIG	15 000 000	15 000 000	30 000 000
Roads Design	525020	Rural Roads Upgrade	All Rural Wards	MIG	5 000 000	5 000 000	9 019 000
Roads and Stormwater Drainage	525025	Construction of high level Reservoirs Breidbach	44	MIG	100 000	2 000 000	2 000 000

2010/2011 - 2012/2013 MTREF CAPITAL PROJECTS PER DIRECTORATE

ANNEXURE 4

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Roads and Stormwater Drainage	525025	Rehabilitation of Rural Roads Upgrade	All Rural Wards	MIG	5 000 000	10 000 000	10 000 000
Fleet Management - Braelyn	530020	Replacement of Bus Fleet	1-6,8,11,13,28,30	CRR	6 000 000	12 000 000	6 000 000
Electricity Planning & Design	535025	Festive Lighting	13-23	CRR	1 750 000	2 000 000	
Electricity Planning & Design	535025	Electrification - Counterfunding Reeston & Other Areas	6-8,12-20,23-31	CRR	5 000 000	5 000 000	
Electricity Planning & Design	535025	BCM Street Lighting & High Mast Lighting (Mdantsane, Scenery park)	6-8,12-20,23-31	CRR	3 000 000	5 000 000	
Electricity Planning & Design	535025	Electricity Building Upgrade- Ablution Blocks	1-45	CRR	500 000	500 000	
Electricity Planning & Design	535025	Coverision to Credit Meters Coverision	1-45	CRR	1 050 000	1 050 000	
Electricity Planning & Design	535025	Upgrade Electricity Reticulation (KWT and Coastal)		CRR	10 000 000	15 000 000	15 000 000
Electricity Planning & Design	535025	Electrification, Reeston and Queenspark Substation	13,5	Provider)	20 000 000	25 000 000	20 000 000
Roads and Stormwater Drainage	525025	Mdantsane Roads	13-24	MIG	50 000 000	50 366 687	74 500 000
Sewerage Admin	515010	Nord Avenue Pump station		MIG	2 000 000	3 000 000	
Electricity Planning & Design	535025	Electricity Demand Side Management	13-24	Electricity Demand	4 000 000	8 000 000	
Roads and Stormwater Drainage	525025	Rehabilitation of underground stormwater	3, 30	CRR	5 000 000	10 000 000	5 000 000
Roads and Stormwater Drainage	525025	Upgrade and rehabilitation of BCM roads	1-12,25-45	CRR	10 000 000	20 000 000	10 000 000
Roads and Stormwater Drainage	525025	Rehabilitation of BCM bridges and culverts	1-45	CRR	5 000 000	10 000 000	
Sewerage Admin	515010	Diversion of Amalinda and Wilsonia effluent to Reeston	Amalinda, Summer Pride,	CRR	5 000 000	8 000 000	10 000 000
Sewerage Admin	515010	Ducats sanitation project	Ducats	CRR	1 000 000	10 000 000	
Sewerage Admin	515010	Upgrade of the Eastern Beach sewers and Pontoon	Duncan Village, Parkside,	CRR	1 000 000	5 000 000	5 000 000
Water Administration	520005	Winterstrand bulk water supply	31	CRR	3 000 000	3 000 000	
Water Administration	520005	Provision of bulk water supply to housing developments: Potsdam	24,25	CRR	3 000 000	10 000 000	17 500 000
Water Administration	520005	Implementation of water conservation and demand management	1-45	CRR	1 000 000	5 000 000	5 000 000
Water Ops & Maint. - Coastal	520025	Relocation of mid blocks in Mdantsane	Mdantsane (all wards)	CRR	2 000 000	5 000 000	5 000 000
Sewerage Admin	515010	Upgrading of the Laboratory infrastructure and equipment	1-45	CRR	1 500 000	1 000 000	
Electricity Planning & Design	535025	Electrification in Duncan Village	6-10	NDPG	500 000	10 000 000	10 000 000
					274 811 855	379 100 417	380 519 000
Directorate of Development Planning							
Building Maintenance - Coastal / Central	615095	Property parking, roadways and pathways upgrading	2,4,8,9,18,27,42	CRR	300 800	0	
Building Maintenance - Coastal / Central	615095	New Wheel Chair Ramps	1-45	CRR	263 200	100 000	
Building Maintenance - Coastal / Central	615095	Capital Planned Reduction Maintenance (Maintenance Capitalized)	N/A	CRR	2 560 360	2 500 000	
Transport Planning and Operations Admin	620005	Qumza Highway Road	18-21	NDPG	10 000 000	8 000 000	25 000 000
Transport Planning and Operations Admin	620005	Traffic Management Measures	N/A	CRR	3 000 000	3 000 000	3 000 000
Transport Planning and Operations Admin	620005	Yellowwoods River Bridge	44	CRR	10 000 000	2 000 000	

2010/2011 - 2012/2013 MTREF CAPITAL PROJECTS PER DIRECTORATE

ANNEXURE 4

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Transport Planning and Operations Admin	620005	Rural Non Motorised Transport Facilities	N/A	CRR	2 000 000	2 250 000	
Transport Planning and Operations Admin	620005	Traffic Calming	N/A	CRR	500 000	500 000	
Transport Planning and Operations Admin	620005	Pedestrianisation and Pedestrian Facilities	N/A	CRR	3 000 000	3 000 000	750 000
Transport Planning and Operations Admin	620005	Guidance Signage	N/A	CRR	600 000	650 000	
Transport Planning and Operations Admin	620005	Minor Works - Developments	N/A	PUBLIC	1 000 000	1 000 000	
Transport Planning and Operations Admin	620005	Zwelitsha/Bonke Bridge	38,39	MIG	1 000 000	0	0
Transport Planning and Operations Admin	620005	Needscamp/Potsdam bridge	24,33	CRR	3 000 000	10 000 000	15 000 000
Transport Planning and Operations Admin	620005	Implement Bus Rapid Transit System	1-25,28	PublicTran.Infra.Grant	71 478 000	400 000 000	700 000 000
Office of Director of Planning & Econ.Dev	605005	Office Furniture & Equipment	N/A	CRR	350 000	0	0
Local Economic Development	635005	Computer Requirements(LED)	N/A	CRR	100 000		
Local Economic Development	635005	BCM Tourism Development Programme	20	CRR	2 000 000	1 700 000	
Local Economic Development	635005	Buffalo City Agric & Rural Development Infrastructure	38	CRR	3 000 000	750 000	
Local Economic Development	635005	BCM Agric and Rural Development Infrastructure	21	MIG	0	3 000 000	5 000 000
Market	635010	Upgrade of Market	12	CRR	1 000 000		
Market	635010	Extension of Sales Hall	12	CRR	2 000 000	2 500 000	
Local Economic Development	635005	Roll out Hydroponics	26	CRR	4 000 000		
					121 152 360	440 950 000	748 750 000
Directorate of Community Services							
Office of Director of Community Services	750005	Wheely Bins	Bay	CRR	10 000 000	30 000 000	
Office of Director of Community Services	750005	Chipping Machine for Transfer Station	3, 29, 30	CRR	4 000 000		
Public Conveniences	770025	Upgrading of Public Conveniences (Mdantsane & Duncan Village)	5, 6, 7, 8, 9,10,1-24,18	MIG	500 000	0	
Office of Director of Community Services	750005	Computer Requirements	N/A	CRR	350 000	250 000	
Office of Director of Community Services	750005	Office Furniture & Equipment	N/A	CRR	168 540	0	
Environmental Services	755010	Development of open spaces Bisho Dimbaza and Breidbach	34,35,36,37,44	MIG	1 000 000	1 016 303	
Intermennts	755025	Development of 3 New Cemeteries(Inland, Midland and Coastal)	15-20, 30, 36	MIG	1 500 000	8 000 000	9 000 000
Halls	760025	Upgrading of Community Halls - Mdantsane	17,22,15,20,21	CRR	2 000 000	0	
Halls	760025	Continuation of refurbishment of KWT Hall	42	CRR	1 000 000	2 000 000	1 000 000
Halls	760025	Phakamisa Community Hall	41	MIG	3 000 000	2 000 000	
Halls	760025	Scenery Park Community Hall	11	MIG	4 500 000	500 000	
Halls	760025	Rural Community Halls Rehabilitation(Airport & St.Mary)	30,13	MIG	1 000 000	0	
Sportsfields	765010	Upgrading of Sport and Recreation Facilities	38	CRR	500 000	1 000 000	
Sportsfields	765010	Rural Sports Facilities	12	MIG	1 100 000		

2010/2011 - 2012/2013 MTREF CAPITAL PROJECTS PER DIRECTORATE

ANNEXURE 4

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Zoo	765025	Upgrading Of Zoo	22	CRR	1 000 000	0	
Beaches	765030	Intergrated Beach Front hub	5	CRR	500 000		
Halls	760025	Ndevana Community Hall	43	MIG	3 000 000	3 000 000	
EL Reg. Waste Disp. Site & Trnsfr. Statn	770030	Central Transfer Station(EL CBD)	1	MIG	1 000 000	5 000 000	
EL Reg. Waste Disp. Site & Trnsfr. Statn	770030	Construction of a new cell - Roundhill Regional Landfill Site	1 - 45	MIG	750 000	5 000 000	10 000 000
EL Reg. Waste Disp. Site & Trnsfr. Statn	770030	Regional Waste Disposal Site	1-12,27-33,45	MIG	750 000		
EL Reg. Waste Disp. Site & Trnsfr. Statn	770030	Construction of Collection points Ward 10,5 &12	10,5,12	MIG	1 000 000	2 800 000	
					38 618 540	60 566 303	20 000 000
Directorate of Health & Public Safety							
Office of the Director PS,Health & DM	705005	Office Furniture & Equipment	N/A	CRR	287 472	1 000 000	
Support Services	705005	Computer Equipment	N/A	CRR	250 000	350 000	
Health Support	710010	Health Promotion Equipment	5, 44	CRR	0	250 000	
Health Support	710010	District Health Information System	5, 44	CRR	250 000	0	
Clinics	710020	Mobile clinics	1,2,13,20,30,31,44,	CRR	1 000 000	4 000 000	
Clinics	710020	Upgrading of clinics	1-2,6-13,27-28,30,38,42,45	MIG	692 477	1 500 000	0
Clinics	710020	Upgrading of Clinics	15-16,18-19,21,23-24	CRR	700 000	0	
Pharmacy	710015	Coastal Pharmacy Back - Up power source	5,42	CRR	0	250 000	
Pharmacy	710015	Pharmacy Equipment	5,42	CRR	50 000	0	
Pharmacy	710015	Upgrading of pharmacies	5,44	CRR	100 000	0	
Pest Control	710035	Pest Control equipment	5,42	CRR	0	50 000	
Pest Control	710035	Procurement of vector control equipment	42,44	CRR	0	50 000	
Pollution Control	710040	Air quality monitoring station equipment	30	CRR	600 000		
Fire & Rescue Services	725010	Fire Vehicles	N/A	CRR	1 000 000	0	
Fire & Rescue Services	725010	Fire Engines	1-45	CRR	0	8 000 000	
Fire & Rescue Services	725010	Fire Equipment	1-45	CRR	200 000	2 000 000	
Fire & Rescue Services	725010	Extensions/Alterations: Existing Fire Stations	1-45	CRR	800 000	2 000 000	
Fire & Rescue Services	725010	Fire Station KWT	42	MIG	4 000 000	4 000 000	0
Security Services	725015	Firearms - Law Enforcement & Traffic	1-45	CRR	60 000	240 000	
Security Services	725015	Law Enforcement Equipment	N/A	CRR	200 000	1 270 000	100 000
Security Services	725015	Purchase of computer equipment - Law Enforcement	1-45	CRR	0	200 000	
Traffic Administration	725020	Law enforcement equipment - Traffic	1-45	CRR	0	2 060 000	
Traffic Administration	725020	Computer equipment - Traffic	1-45	CRR	0	1 608 000	
Traffic Administration	725020	Roadworthy, testing and technical equipment - Traffic	1-45	CRR	0	400 000	

2010/2011 - 2012/2013 MTREF CAPITAL PROJECTS PER DIRECTORATE

ANNEXURE 4

DIRECTORATE AND COST CENTRE DESCRIPTION	COST CENTRE	PROJECT DESCRIPTION	WARDS	FUNDING SOURCE	2010/2011 BUDGET	2011/2012 BUDGET	2012/2013 BUDGET
Traffic Administration	725020	Traffic Buildings	1-45	CRR	3 000 000	1 000 000	1 000 000
Traffic Administration	725020	Building of indoor shooting range	30	CRR	0	600 000	
Traffic Administration	725020	Computer equipment - Traffic Admin	30	CRR	0	200 000	
Traffic Administration	725020	Computers - Traffic & Law Enforcement	27,30,36	CRR	90 000	0	
Traffic Administration	725020	Filing Cabinets	27,30,36	CRR	150 000	0	
Traffic Administration	725020	Traffic Vehicles	N/A	CRR	450 000		
Vehicle Test Station / Examination	725035	Learners Licence Centre	14-24	CRR	800 000	0	
					14 679 949	31 028 000	1 100 000
					480 112 356	1 022 382 137	1 223 864 000

ANNEXURE 5

BUDGET RELATED POLICIES

- **Annexure 5.1 : Rates Policy**
- **Annexure 5.2 : Credit Control Policy**
- **Annexure 5.3 : Indigent Policy**
- **Annexure 5.4 : Long-term Borrowings
Policy**



**BUFFALO CITY LOCAL MUNICIPALITY
PROPERTY RATES POLICY**

**Municipal Property Rates Act, (Act No 6 of 2004)
Reviewed May 2010**

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1. PURPOSE OF THIS POLICY

The purpose of this Policy is to comply with the provisions of section 3 of the Municipal Property Rates Act No 6 of 2004, the Act or MPRA, which determines that the Council of a municipality must adopt a policy consistent with the Act on the levying of rates on rateable properties situated in the Municipality.

2. PREAMBLE

The Municipal Property Rates Act No. 6 of 2004 hereafter referred to as the MPRA or the Act, requires a municipality to develop and adopt a Rates Policies consistent with the Act on the levying of rates on rateable properties within its municipal boundaries.

Municipalities need a reliable source of revenue to provide basic services and perform its functions. Income derived from property rates is the most important source of general revenue for the municipality.

Revenue from property rates is used to fund services that benefit the community as a whole as opposed to individual households. These include installing and maintaining streets, roads, sidewalks, lighting, and stormwater drainage facilities; and building and operating clinics, parks, recreational facilities and cemeteries. Revenue from property rates is also used to fund municipal administration, such as computer equipment and stationery, and costs of governance, such as council and community meetings, which facilitate community participation on issues of Integrated Development Plans (IDPs) and municipal budgets.

Municipal property rates are set, collected, and used locally. Revenue from property rates is spent within a municipality, where the citizens and voters have a voice in decisions on how the revenue is spent as part of the Integrated Development Plans (IDP's) and budget processes. The municipality prior the council adopting the IDP and the budget invites communities to input in the IDP and budget process.

The Constitution of the Republic of South Africa, (Act No 108 of 1996), entitles municipalities to impose rates on property in their areas, subject to regulation in terms of national legislation.

The Constitution enjoins local government to be developmental in nature, in addressing the service delivery priorities of our country and promoting the economic and financial viability of our municipalities and in general to meet its obligations in terms of section 152 of the Constitution of the Republic of South Africa, 1996.

Local Government requires access to a sufficient and buoyant source of revenue necessary to fulfill its developmental responsibilities.

Income derived from property rates is a critical source of revenue for municipalities to achieve their constitutional objectives, especially in areas that were neglected in the past due to racially discriminatory, inadequate or inappropriate legislation and regulation.

It is essential that municipalities exercise their power to impose rates within a statutory framework that not only enhances certainty, uniformity and simplicity across the nation, but also takes into account historical imbalances and the rates burden on the poor.

The Constitution of the Republic of South Africa confers on Parliament the power to regulate the exercise by municipalities of their fiscal powers.

3. LEGISLATIVE FRAMEWORK

In terms of Section 229 of the Constitution of the Republic of South Africa, (Act No. 108 of 1996), a municipality may impose rates on properties within its judicial boundaries.

In terms of Section 4(1)(c) of the Municipal Systems Act, (Act No. 32 of 2000), a municipality has the right to finance the affairs of the municipality by imposing, *inter alia*, rates on property.

In terms of Section 2(1) of the MPRA, (Act no 6 of 2004), a municipality may levy a rate on property in its area of jurisdiction in accordance with the provisions of the said Act.

The Council of the Municipality will impose a rate in terms of the aforementioned legislation. Consequently, this rates policy has been developed within the parameters of the applicable legislation relating to property rates.

This Property Rates Policy ('the Policy') only applies to the rating of property valued in accordance with the Act and the applicable regulations. In preparing General Valuation Rolls in terms of the MPRA the principle of *current dominant use* will be applied in terms of the valuation process. The application of this principle therefore underpins the rates policy recommendations outlined in this policy document.

4. **COMMUNITY PARTICIPATION**

Community participation is advocated and undertaken in terms of section 4 of the Act.

In preparing this Policy cognizance will be taken of all verbal and written submissions received by the municipality as a result of the community participation processes.

5. **DEFINITIONS**

"Act" means the Local Government: Property Rates Act, (Act No 6 of 2004) and includes the regulations made in terms of Section 83 of the Act;

"agent", in relation to the owner of a property, means a person appointed by the owner of the property-

- (a) to receive rental or other payments in respect of the property on behalf of the owner; or
- (b) to make payments in respect of the property on behalf of the owner.

"agricultural purpose" in relation to the use of a property, excludes the use (of a property for the purpose of eco-tourism or for the trading in or hunting of game);

"annually" means once every financial year;

"appeal board" means a valuation appeal board established in terms of section 56;

"assistant municipal valuer" means a person designated as an assistant municipal valuer in terms of section 35(1) or (2);

"Bona fide farmer," means a property owner who can prove that his / her tax status is that of a farmer; who can produce an Annual Workmen's Compensation Return in respect of his / her farming activities; and as the land owner must prove that she/he

has complied with the National Veld and Forest Fire Act 101 of 1998 and legislation governing the control of alien invasive species.

“category”

- (a) in relation to property, means a category of properties determined in terms of Section 8; and
- (b) in relation to owners of properties, means a category of owners determined in terms of section 15(2).

“Chief Financial Officer” means the Chief Financial Officer as defined in the Municipal Finance Management Act;

“Child-headed household” means a household where the main caregiver of the said household is younger than 18 years of age. Child-headed household means a household headed by a child as defined in section 28(3) of the Constitution, i.e. a household in which (1) the parents of the household has died or is terminally ill, (2) a minor has assumed the role of care giver in respect of another minor in the household, (3) such minors reside permanently on the property, and (4) the situation pertaining to the household has been verified by a social worker.

“Council” means the Council of the Buffalo City Municipality;

“data-collector” means a person designated as a data-collector in Section 36 of the Act;

“date of valuation” means the date of valuation as determined by a municipality in terms of section 31(1) of the Act;

“district management area” means a part of a district municipality which in terms of section 6 of the Municipal Structures Act has no local municipality and is governed by that municipality alone;

“district municipality” means a municipality that has municipal executive and legislative authority in an area that includes more than one municipality, and which is described in section 155(1) of the Constitution as a category C municipality;

“dominant use” in relation to a property means where a particular use is the largest proportion as compared to other uses on that property;

“due date” means the date specified as such on a municipal account dispatched from the offices of the responsible officer for any rates payable and which is the last day allowed for the payment of such rates;

“early childhood development centre” means Early Childhood Development Centers (ECDC’s) functioning under the auspices of the National and/or Provincial Department of Education;

“Education Institutions” as defined in the Schools Act (Act No 84 of 1996) including Schools and Independent Schools, Further Education and Training (FET) Colleges, as defined in the FET College Act, (Act No 16 of 2006) and Early Childhood Development Centers (ECD’s) functioning under the auspices of the National and or Provincial Department of Education;

“effective date”-

- (a) in relation to a Valuation Roll, means the date on which the Valuation Roll takes effect in terms of section 32(1);
- (b) in relation to a Supplementary Valuation Roll, means the date on which a Supplementary Valuation Roll takes effect.

“exclusion”, in relation to a municipality’s rating power, means a restriction of that power as provided for in section 17;

“exemption”, in relation to the payment of a rate, means an exemption granted by a municipality in terms of section 15;

“financial year” means the period starting from 1 July in a year to 30 June the next year;

“formally protected areas” means a formally protected area as defined in the National Environmental Management: Protected Areas Act, (Act No 57 of 2003) and the National Environmental Management: Biodiversity Act, (Act No 10 of 2004);

“Income Tax Act” means the Income Tax Act, 1962 (Act No. 58 of 1962);

“Industrial Development Zone” means an Industrial Development Zone (IDZ) that is a purpose-built industrial estate, linked to an international port or airport, which have

been specifically designated for new investment by export oriented industries and related services by the Department of Trade and Industry;

“land reform beneficiary”, in relation to a property, means a person who –

- (a) acquired the property through -
 - (i) the Provision of Land and Assistance Act No. 126 of 1993; or
 - (ii) the Restitution of Land Rights Act No. 22 of 1994;
- (b) holds the property subject to the Communal Property Associations Act No 28 of 1996;
- (c) holds or acquires the property in terms of such other land tenure reform legislation as may pursuant to section 25(6) and (7) of the Constitution be enacted after this Act has taken effect.

“land tenure right” means an old order right or a new order right as defined in section 1 of the Communal Land Rights Act, 2004;

“local community”, in relation to a municipality:

- (a) body that mean of persons comprising –
 - (i) the residents of the municipality;
 - (ii) the ratepayers of the municipality;
 - (iii) any civic organisations and non-governmental, private sector or labour organisations or bodies which are involved in local affairs within the municipality; and
 - (iv) visitors and other people residing outside the municipality who, because of their presence in the municipality, make use of services or facilities provided by the municipality; and
- (b) includes, more specifically, the poor and other disadvantaged sections of such body of persons

“local municipality” means a municipality that shares municipal executive and legislative authority in its area with a district municipality within whose area it falls, and which is described in section 155(1) of the Constitution as a category B municipality;

“market value”, in relation to a property, means the value of the property determined in accordance with Section 46 of the Act;

“MEC for local government” means the Member of the Executive Council of a province who is responsible for local government in that province;

“metropolitan municipality” means a municipality that has exclusive executive and legislative authority in its area, and which is described in section 155 (1) of the Constitution as a category A municipality;

“Minister” means the Cabinet Member responsible for local government;

“multiple purposes”, in relation to a property, means the use of a property for more than one purpose;

“municipal council” or **“council”** means a municipal council referred to in section 18 of the Municipal Structures Act;

“Municipal Finance Management Act” means the Municipal Finance Management Act, (Act No. 56 of 2003);

“Municipal Systems Act” means the Local Government: Municipal Systems Act, (Act No 32 of 2000);

“Municipality”-

- (a) as a corporate entity, means a municipality described in section 2 of the Municipal Systems Act; and
- (b) as a geographical area, means a municipal area demarcated in terms of the Municipal Demarcation Act No. 27 1998.

“Municipal Manager” means a person appointed in terms of section 82 of the Municipal Structures Act;

“Municipal owned property” refers to property that is registered in the name of the Municipality and property vested by usage in the name of the Municipality whether it is used by the Municipality itself or made available to other entities without cost or in terms of a rental agreement. Municipal owned properties are used by the municipality in the execution of its Constitutional obligations, excluding properties used for trading services. Properties must be listed and verified by the Chief Financial Officer of the Municipality.

“Municipal Structures Act” means the Municipal Structures Act, (Act No 117 of 1998);

“Municipal Systems Act” means the Municipal System Act, (Act No. 32 of 2000);

“Municipal Valuer” or “Valuer of a Municipality” means a person designated as a municipal valuer in terms of section 33(1) of the MPRA;

“Newly Rateable Property” means any rateable property on which property rates were not levied before the end of the financial year preceding the date on which this Act took effect, excluding-

- (a) a property which was incorrectly omitted from a valuation roll and for that reason was not rated before that date; and
- (b) a property identified by the Minister by notice in the Gazette where the phasing-in of a rate is not justified;

“occupier”, in relation to a property, means a person in actual occupation of a property, whether or not that person has a right to occupy the property;

“organ of state” means an organ of state as defined in section 239 of the Constitution;

“owner”-

- (a) in relation to a property referred to in paragraph (a) of the definition of “property”, means a person in whose name ownership of the property is registered;
- (b) in relation to a right referred to in paragraph (b) of the definition of “property”, means a person in whose name the right is registered;
- (c) in relation to a land tenure right referred to in paragraph (c) of the definition of “property”, means a person in whose name the right is registered or to whom it was granted in terms of legislation; or
- (d) in relation to public service infrastructure referred to in paragraph (d) of the definition of “property”, means the organ of state which owns or controls that public service infrastructure as envisaged in the definition of “publicly controlled”, provided that a person mentioned below may for the purposes of this Act be regarded by a municipality as the owner of a property in the following cases:
 - (i) a trustee, in the case of a property in a trust excluding state trust land;
 - (ii) an executor or administrator, in the case of a property in a deceased estate;
 - (iii) a trustee or liquidator, in the case of a property in an insolvent estate or in;

- (iv) a judicial manager, in the case of a property in the estate of a person under judicial management;
- (v) a curator, in the case of a property in the estate of a person under curatorship;
- (vi) a person in whose name a usufruct or other personal servitude is registered, in the case of a property that is subject to a usufruct or other personal servitude;
- (vii) a lessee, in the case of a property that is registered in the name of a municipality and is leased by it; or
- (viii)** a buyer, in the case of a property that was sold by a municipality and of which possession was given to the buyer pending registration of ownership in the name of the buyer.

“permitted use”, in relation to a property, means the limited purposes for which the property may be used in terms of –

- (a) any restrictions imposed by –
 - (i) a condition of title;
 - (ii) a provision of a town planning or land use scheme; or
 - (iii) any legislation applicable to any specific property or properties.
- (b) any alleviation of any such restrictions;

“person” includes an organ of state;

“prescribe” means prescribed by regulation in terms of section 83;

“property” means -

- (a) immovable property registered in the name of a person, including, in the case of a sectional title scheme, a sectional title unit registered in the name of a person;
- (b) a right registered against immovable property in the name of a person, excluding a mortgage bond registered against the property;
- (c) a land tenure right registered in the name of a person or granted to a person in terms of legislation; or
- (d) public service infrastructure;

“property register” means a register of properties referred to in section 23 of the MPRA;

“protected area” means an area that is or has to be listed in the register referred to in section 10 of the Protected Area Act;

“Protected Areas Act” means the National Environmental Management: Protected Areas Act, 2003;

“Public Benefit Organizations” means organisations registered as PBO in terms of section 30 of the Income Tax Act, and who provide the type of services outlined in items 1, 2 & 3 of Part 1 of the ninth schedule to the Act, i.e. Welfare and Humanitarian Services, Health Care Services and Educational and Development Services).

“publicly controlled” means owned by or otherwise under the control of an organ of state, including –

- (a) a public entity listed in the Public Finance Management Act No. 1 of 1999.
- (b) a municipality; or
- (c) a municipal entity as defined in the Municipal Systems Act.

“public service infrastructure” means publicly controlled infrastructure of the following kinds:

- (a) national, provincial or other public roads on which goods, services or labour move across a municipal boundary;
- (b) water or sewer pipes, ducts or other conduits, dams, water supply reservoirs, water treatment plants or water pumps forming part of a water or sewer scheme serving the public;
- (c) power stations, power substations or power lines forming part of an electricity scheme serving the public;
- (d) gas or liquid fuel plants or refineries or pipelines for gas or liquid fuels, forming part of a scheme for transporting such fuels;
- (e) railway lines forming part of a national railway system;
- (f) communication towers, masts, exchanges or lines forming part of a communications system serving the public;
- (g) runways or aprons at national or provincial airports;

- (h) breakwaters, sea walls, channels, basins, quay walls, jetties, roads, railway or infrastructure used for the provision of water, lights, power, sewerage or similar services of ports, or navigational aids comprising lighthouses, radio navigational aids, buoys, beacons or any other device or system used to assist the safe and efficient navigation of vessels;
- (i) any other publicly controlled infrastructure as may be prescribed; or
- (j) rights of way, easements or servitudes in connection with infrastructure mentioned in paragraphs (a) to (i).

“rate” means a municipal rate on property envisaged in section 229(1)(a) of the Constitution;

“rateable property” means property on which a municipality may in terms of section 2 levy a rate, excluding property fully excluded from the levying of rates in terms of section 17;

“rebate”, in relation to a rate payable on a property, means a discount granted in terms of section 15 on the amount of the rate payable on the property;

“reduction”, in relation to a rate payable on a property, means the lowering in terms of section 15 of the amount for which the property was valued and the rating of the property at that lower amount;

“register”-

- (a) means to record in a register in terms of-
 - (i) the Deeds Registries Act 47 of 1937; or
 - (ii) the Mining Titles Registration Act 16 of 1967; and
- (b) includes any other formal act in terms of any other legislation to record-
 - (i) a right to use land for or in connection with mining purposes; or
 - (ii) a land tenure right;

“residential property” means a property included in a valuation roll in terms of section 48 (2)(b) as residential;

“rural communal settlements” means the residual portion of rural communal land excluding identifiable and ratable entities within the property, including State Trust Land and land reform beneficiaries as defined in the Act.

“rural communal land” which includes State Trust Land as defined in the Communal Land Rights Act, the Provision of Land Assistance Act and the Communal Property Association Act;

“Sectional Titles Act” means the Sectional Titles Act, (Act No. 95 of 1986);

“sectional title scheme” means a scheme defined in section 1 of the Sectional Titles Act;

“sectional title unit” means a unit defined in section 1 of the Sectional Titles Act;

“senior citizen”, is a property owner who is sixty (60) years or older, in possession of a bar coded South African ID document, is the registered owner of the primary property for which relief is sought, resides permanently on the property, and whose gross monthly income does not exceed the amount approved by Council from time to time.

“specified public benefit activity” means an activity listed in item 1 (welfare), 5 (humanitarian), 2 (health care), and 4 (education and development) of Part 1 of the Ninth Schedule to the Income Tax Act;

“state trust land” means land owned by the state-

- (a) in trust for persons communally inhabiting the land in terms of a traditional
- (b) over which land tenure rights were registered or granted; or
- (c) which is earmarked for disposal in terms of the Restitution of Land Rights

“this Act” includes regulations made in terms of section 83(2). In this Act, a word or expression derived from a word or expression defined in subsection (1) has a corresponding meaning unless the context indicates that another meaning is intended.

“vacant land” means land where no immovable improvements have been erected.

6. GUIDING PRINCIPLES

In formulating the Rates Policy for Buffalo City Municipality the following guiding principles will be taken into account:

- **Equity**, i.e. that all categories of property and categories of owners be treated equitably in relation to each other.
- **Affordability**, i.e. that the rates policy should take into account issues of affordability across categories of owners.
- **Poverty Alleviation**, i.e. that the rates policy should facilitate poverty alleviation within the context of the mechanisms at its disposal.
- **Social and Economic Development**, i.e. that the rates policy should within the context of the mechanisms at its disposal seek to enhance social and economic development.
- **Financial Sustainability and Cost Efficiency**, i.e. that the rates policy should be cost efficient and should enhance the financial sustainability of the municipality.
- **Encouragement of Development of Property**, i.e. that the rates policy should utilize the mechanism at its disposal to encourage the development of property in line with the socio-economic development needs and goals of the municipality.
- **Community Participation**, i.e. that the rates policy should be reflective of issues and options expressed during public engagements.

7. LEGISLATIVE EXCLUSIONS IN TERMS OF SECTION 17 OF THE MPRA (I.E. IMPERMISSIBLE RATES)

This Policy is reflective of the legislative exclusions to rating imposed in section 17 of the MPRA. These are:

- 7.1 The first 30% of the market value of Public Service Infrastructure as defined in the MPRA;
- 7.2 Any part of the seashore;
- 7.3 Any part of the territorial waters of the Republic of South Africa;
- 7.4 Any islands of which the state is the owner;
- 7.5 Formally protected areas;
- 7.6 Mineral rights;
- 7.7 (Land owned by) Land Reform Beneficiaries;
- 7.8 The first R15 000 of the market value of residential property and properties used for multiple purposes of which one or more components are used for residential purposes; and
- 7.9 Property used primarily for religious worshipping purposes, including an official residence occupied by an officiating officer.

8. PROPERTY CATEGORIES

Provision is made for the following **property categories**:

- 8.1** Residential properties.
- 8.2** Commercial properties.
- 8.3** Agricultural properties.
- 8.4** Public Service Infrastructure.
- 8.5** Rural communal land which includes State Trust Land.
- 8.6** Formally Protected Areas.
- 8.7** Vacant Land (excluding agricultural vacant land).
- 8.8** Vacant properties (excluding agricultural vacant land).
- 8.9** Mining properties, including quarries.
- 8.10** Special properties e.g. Museums, Libraries, National Monuments, National Botanical Gardens and Heritage Sites.

9. RATING OF MULTIPLE USE PROPERTIES

9.1 MULTIPLE USE PROPERTIES

Multiple use properties will be rated on the principle of current dominant use in terms of section 9(1)(b) of the Act.

- 9.1.1** Where the municipality leased its properties, these properties will be included in the rates base and rated for ease of the leaseholders account.
- 9.1.2** Multi let block(s) of flats that are not sectionalized and used for residential purposes will be rated in terms of the Commercial/Business rate.
- 9.1.3** Properties leased to educational institutions and not owned by the institution will be rated on a Commercial/Business rate.
- 9.1.4** Properties zoned residential where dominant use is commercial will be rated on the Commercial/Business rate.

10. CONTRAVENTION OF PERMITTED USE OF THE PROPERTY

Properties that are identified not to be conforming to the legal permitted use or zoning will be valued in terms of section 46 (2) (a) (b) (c) of the MPRA.

11. DIFFERENTIAL RATING

In terms of the provisions of section 8 of the MPRA, Buffalo City Municipality intends to implement differential tariff rates structure based on the following categories of property.

Property Category
Residential properties
Commercial, Business and Industrial properties
Agricultural properties: i) Farms ii) Residential iii) Smallholding iv) Business and Commercial v) Game farms
Public Service Infrastructure (PSI)
Government owned properties (including dwellings)
Public Benefit Organisation owned properties (PBO)
Vacant Land (excluding Agricultural vacant land)
Special Properties
Rural Communal Land

12. CATEGORIES OF PROPERTY OWNERS

In terms of the provisions of section 8 of the MPRA provision is made for the following categories of property owners:

- 12.1 Duly registered Public Benefit Organizations
- 12.2 Land Reform Beneficiaries as defined in the Municipal Property Rates Act.
- 12.3 Indigent Households as defined in the Municipality's Indigent Policy.
- 12.4 Beneficiaries of Old Age Grants.
- 12.5 Beneficiaries of Disability Grants.
- 12.6 Property Owners who are not beneficiaries of Old Age or Disability Grants, but who can prove that their income is equivalent to that of such beneficiaries.
- 12.7 Senior Citizens.
- 12.8 Child Headed Households.
- 12.9 Bona fide farmers
- 12.10 Sporting bodies.
- 12.11 Owners of properties situated within an area affected by a disaster within the meaning of the Disaster Management Act, No 57 of 2002.

12.12 Municipal Owned properties used by the municipality in the execution of its Constitutional Obligations.

13. COMPULSORY PHASING IN OF RATES IN RESPECT OF NEWLY RATABLE PROPERTIES

13.1 Newly rateable property refers to any rateable property on which property rates were not levied before the end of the financial year preceding the date on which this Act (the MPRA) took effect, excluding a property which was incorrectly omitted from a valuation roll and a property identified by the Minister by notice.

13.2 The phasing-in discount in respect of newly rateable property is 75% of the applicable rate in the first year, 50% of the applicable rate in the second year and 25% of the applicable rate in the third year.

14. RATES RELIEF WILL BE CONSIDERED ON AN APPLICATION BASIS

In line with the determinations of section 15 of the MPRA the following categories of owners will be considered for rates relief to be granted on an annual application basis:

14.1 Properties owned by duly registered Public Benefit Organizations and used in support of the registered functions of such PBO.

14.2 Properties owned by Land Reform Beneficiaries.

14.3 Properties owned by Beneficiaries of Old Age Grants.

14.4 Properties owned by Beneficiaries of Disability Grants.

14.5 Properties owned by Households as defined in the Municipality's Indigent Policy.

14.6 Property Owners who are not beneficiaries of Old Age or Disability Grants, but who can prove that their income is equivalent to that of such beneficiaries.

14.7 Properties owned by Senior Citizens.

14.8 Properties owned by Child Headed Households.

14.9 Municipal owned properties used by the municipality in the execution of its Constitutional Obligations, excluding properties used for trading services.

14.10 Agricultural properties owned or leased for agricultural purposes by *bona fide* farmers.

- 14.11 Properties owned or leased by Sporting bodies.
- 14.12 Properties of owners situated within an area affected by a disaster within the meaning of the Disaster Management Act, No 57 of 2002.
- 14.13 Owners of properties who do not enjoy the full range of municipal services.
- 14.13 Property owners who do not enjoy full range of municipal services like water, sewerage, refuse removal, electricity, etc.
- 14.14 Commercial and Industrial properties that are located within the demarcated areas identified by Council for urban renewal and/or township regeneration will qualify for rates relief. To qualify the businesses to be established or that are already established should be contributing to the upliftment and creation of employment opportunities for the previously disadvantaged individuals of which proof must be provided.
- 14.15 Industrial properties that are located within the East London Industrial Development Zone (ELIDZ) qualify for rates relief. Rates relief will be granted in terms of guidelines as identified by Council from time to time.

15. VALUATION AND RATING OF CONTIGUOUS PROPERTIES

In accordance with the Act, all registered properties will be valued and rated individually and separately. Consumers or account holders who wish to receive a single statement will have to furnish a written application to the Municipal Manager.

16. PROCEDURES FOR GRANTING EXEMPTIONS, REBATES & REDUCTIONS

- 16.1 Applications for exemptions and rebates will only be considered after an application on the prescribed form has been lodged with the Chief Financial Officer (CFO) on an annual basis. Applications must reach the Municipality before 31 May preceding the start of the financial year for which relief is sought. Failure to timeously apply for exemption or rebate will result in the exemption or rebate lapsing until a new valid application is received and approved by the municipality.
- 16.2 All applications must be made under oath.
- 16.3 Properties for which application for a rebate is made must be used exclusively for the purpose that forms the basis for the application for the rebate. Where a property is found not to be complying with the contents of the application, that property will be deemed to be forming part of the multiple use category and will be revalued and property rates levied accordingly with the category applicable.

- 16.4** An application for an exemption or rebate implies authority for the Municipality to inspect the property at any reasonable time during the financial year to confirm compliance with the conditions of the exemption or rebate. Where access is denied, the exemption or rebate may be withheld, or withdrawn.
- 16.5** Applications for a reduction in rates based on a reduction in value of a property must be made on the prescribed form within 30 days of the occurrence of the event giving rise to the reduction of the value of the property relied upon.
- 16.6** The onus rests on the applicant to ensure that the application form and all supporting documents are lodged timeously, and that the property concerned qualifies for the exemption, rebate, or reduction.
- 16.7** The effective date of an exemption or rebate shall be the date when the Municipality approves the application for exemption or rebate, irrespective of whether or not the property qualified for exemption or rebate in terms of its use prior to that date.
- 16.8** The Municipality reserves the right to refuse an exemption, reduction or rebate if the details supplied in the application are incomplete, incorrect, or false. In accordance with Section 15(3) of the Act, the Municipal Manager of the Municipality shall annually table in the Council of the Municipality:
- (a)** list of all exemptions, rebates and reductions granted by the Municipality during the previous financial year; and
 - (b)** statement reflecting the income of the Municipality foregone during the previous financial year by way of such exemptions, rebates and reductions and the exclusions referred to in Section 17 (1) (a), (e), (g), (h) and (i) of the Act.
- 16.9** The exemptions, rebates and reductions shall be clearly indicated on the property rates account submitted to each property owner.
- 16.10** **The following specific procedures need to be adhered to when applying for rates relief:**
- 16.10.1 Properties owned by duly registered public benefit organizations** and used in support of the registered functions of such PBO. Applications for exemptions or Grant in Aid by Public Benefit Organisations must be accompanied by a letter from the South African Revenue Service confirming that the organisation qualifies for exemption in terms of the Income Tax Act.
- 16.10.2 Properties owned by Land Reform Beneficiaries.** Applications must be accompanied by documentary proof of the status of the owner.

- 16.10.3 Properties owned by Beneficiaries of Old Age Grants.** Applications must be accompanied by documentary proof of the status of the owner.
- 16.10.4 Properties owned by Beneficiaries of Disability Grants.** Applications must be accompanied by documentary proof of the status of the owner.
- 16.10.5 Properties owned by Households as defined in the municipality's Indigent Policy.** Applications must be accompanied by documentary proof of the status of the owner.
- 16.10.6 Property Owners who are not beneficiaries of Old Age or Disability Grants, but who can prove that their income is equivalent to that of such beneficiaries.** Applications must be accompanied by documentary proof of the status of the owner.
- 16.10.7 Properties owned by Senior Citizens.** Applications must be accompanied by documentary proof of the status of the owner's monthly income. The monthly income amount as determined by Council from time to time.
- 16.10.8 Properties owned by Child Headed Households.** The situation pertaining to the household must be verified in writing by a Registered Social Worker.
- 16.10.9 Municipal owned properties** are properties used by the municipality in the execution of its Constitutional obligations, excluding properties used for trading services. Properties must be listed and verified by the Chief Financial Officer of the Municipality.
- 16.10.10 Agricultural properties owned by *bona fide* farmers:** Applications must be accompanied by proof of the tax status of the applicant and the employer status of the applicant, i.e. by submitting a copy of the applicant's Annual Workmen's Compensation Return, and must indicate the:
- availability and condition of municipal roads in respect of the property;
 - availability of municipal sewerage;
 - availability of municipal electricity;
 - availability of municipal supplied water;
 - availability of municipal refuse removal;
 - contribution to local employment and job creation (i.e. the number of permanent staff employed);

- extent to which permanent residential properties are provided for permanent staff;
- extent to which such properties are provided with potable water;
- extent to which such properties are provided with electricity;
- extent to which land and buildings are made available to farm workers for cemeteries, education and recreational purposes.

16.10.11 Properties owned or leased by Sporting Bodies. Applications must be supported by Annual Financial Statements indicating inability to pay for rates, as well as proof that the body's membership is not race or gender biased, and that the body is actively involved in promoting its sports code amongst disadvantaged communities.

16.10.12 Properties of owners situated within an area affected by a disaster within the meaning of the Disaster Management Act, (Act No 57 of 2002). Applications must be supported by documentary proof of the extent of damage suffered.

16.10.13 Properties of owners that do not receive the full range of municipal services. Applications must indicate:-

- The availability and condition of the municipal roads in respect of the property.
- The availability of municipal sewerage.
- The availability of municipal electricity.
- The availability of municipal supplied water.
- The availability of municipal refuse removal.

17. LIABILITY FOR AND RECOVERY OF RATES

17.1 The registered owner of a property is liable for the payment of rates.

17.2 In the case of joint owners the owners are jointly and severally liable for the payment of rates.

17.3 In the case of sectional title schemes the owner of the sectional title unit is liable for the payment of rates.

17.4 The municipality will recover rates on a monthly or annual basis as advised by council from time to time.

17.5 Accounts for rates will specify the amount due for rates, the date on which the amount is payable, how the amount was calculated, the market value of the property, the

amount of discount for phasing-in if applicable, and the amount due for additional rates if applicable.

- 17.6** If an amount due for rates is unpaid by the owner the municipality may, in terms of the provisions of section 28 & 29 of the MPRA, recover that amount due from a tenant or occupier, or agent.

18. DUTIES OF PROPERTY OWNERS/OCCUPIERS TO MUNICIPAL EMPLOYEES AND REPRESENTATIVES

In terms of section 36(1) of the MPRA, Valuers, Data Collectors or Inspectors are employees of the municipality. It is, therefore, the duty and responsibility of the property owner or occupier to ensure that the municipal employee/representative is allowed unfettered access to the property. Property owners and/or occupiers are encouraged to volunteer information especially defects, peculiarities or value forming attributes of a property. This will assist in recording the exact nature of the property to arrive at the fair value of the property.

19. PROPERTY RATES – OBJECTION AND APPEAL

In terms of section 50 of the act, any person may within reasonable time object and lodge an objection with the Municipal Manager against any matter as reflected in a valuation roll. Property owners are not and cannot be denied the right to object to a property value. Valuation rolls are advertised for exposure and comment by property owners. If a property owner is not satisfied and decides to object to the value and follow all the necessary procedures, he or she will after verification of facts by the municipal valuer receive the municipal valuer's opinion on the objected value. The municipal valuer will furnish reasons for his/her decisions. If the property owner is still not convinced with the decision of the municipal valuer. The property owner may appeal the valuer's decision and lodge an appeal. The appeal will have to be on a prescribed form and a prescribed fee as approved by Council is payable.

20. ANNUAL REVIEW OF RATES POLICY

In accordance with the determinations of section 5 of the MPRA, the municipality will, annually, review and if necessary amend this Rates Policy taking into account public comments and inputs.

BUFFALO CITY MUNICIPALITY



Credit Control Policy

BUFFALO CITY MUNICIPALITY

Credit Control and Debt Collection Policy

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1. PREAMBLE

WHEREAS section 152 (1) (b) of the Constitution of the Republic of South Africa Act 108 of 1996 (*the Constitution*) provides that one of the objects of local government is to ensure that the provision of services to communities occurs in a sustainable manner;

AND WHEREAS section 153 (a) of the Constitution provides that a municipality must structure its administration, budgeting and planning processes to give priority to the basic needs of the community, and to promote the social and economic development of the community;

AND WHEREAS section 195 (1) of the Constitution provides that the public administration must be governed by the democratic values and principles enshrined in the Constitution, including-

- The promotion of the efficient, economic and effective use of resources;
- The provision of services impartially, fairly, equitably and without bias; and
- The fact that people's needs must be responded to.

AND WHEREAS section 4 (1) (c) of the Local Government: Municipal Systems Act 33 of 2000 (*the Systems Act*) provides that the Council of a municipality has the right to finance the affairs of the municipality by charging fees for services, imposing surcharges on fees, rates on property and, to the extent authorized by national legislation, other taxes, levies and duties;

AND WHEREAS section 5 (1) (g), read with subsection (2) (b), of the Systems Act provides that members of the local community have the right to have access to municipal services which the municipality provides provided that, where applicable and subject to the policy for indigent debtors, pay promptly for services fees, surcharges on fees, other taxes, levies and duties imposed by the municipality;

AND WHEREAS section 6 (2) (c), (e) and (f) of the Systems Act provides that the administration of a municipality must take measures to prevent corruption; give members of a local community full and accurate information about the level and standard of municipal services that they are entitled to receive; and inform the local community about how the municipality is managed, of the costs involved and the persons in charge;

AND WHEREAS Chapter 9, sections 95, 96, 97, 98, 99 and 100, of the Systems Act provides for Customer Care Management, Debt Collection responsibility of the Municipality, contents of the policy, by-laws that give effect to the policy, Supervisory authority and Implementing authority, respectively.

Adoption of a Credit Control and Debt Collection Policy

The Buffalo City Municipality hereby adopted a Credit Control and Debt Collection Policy in terms of section 96(b) of the Local Government: Municipal Systems Act, No. 32 of 2000.

2. DEFINITIONS

In this policy any word or expression to which a meaning has been assigned in the Local Government: Municipal Systems Act, has that meaning, unless the context, indicates otherwise-

“Arrangement” means a written agreement entered into between the Council and the debtor where specific repayment parameters are agreed to.

“Arrears” means those rates and service charges that have not been paid by the due date and for which no arrangement has been made.

“Account” means an account rendered specifying charges for services provided by the municipality, or any authorized and contracted service provider, and which account may or may not include assessment rates levies;

“Authorized Representative” means a person or instance legally appointed by Council to act or to fulfill a duty on its behalf.

"Billing date" means the date upon which the monthly statement is generated and debited to the customer's account.

"Business premises" means premises utilized for purposes other than residential and excludes the following: -

- (a) hospitals, clinics and institutions for mentally ill persons which are not operated for gain;
- (b) museums, art galleries, libraries and botanical gardens which are registered in the names of private persons and are open to the public, whether admission fees are charged or not;
- (c) sports grounds used for the purpose of amateur sports and any social activities which are connected with such sports;
- (d) any property registered in the name of an institution or organization which, in the opinion of the Council, performs charitable work;
- (e) any property utilized for bona fide church or religious purposes.

"Chief Financial Officer" means the person appointed as the Chief Financial Officer of the Municipality, or his or her nominee.

“Credit Control” means all the functions relating to the collection of monies owed by ratepayers and the users of municipal services.

“Council” means the Municipal Council of Buffalo City Municipality or any duly authorized Committee, political office bearer or official of the said Council.

“Customer” means any occupier of any premises to which the Council has agreed to supply or is actually supplying services, or if there is no occupier, then the owner of the premises and includes any debtor of the Municipality.

"day/days" means calendar days, inclusive of Saturdays, Sundays and public holidays.

“Debt Collection Agent” means a debt collector or attorney appointed by the municipality to collect rates and service charges.

“Debt Collection” means the activity to collect monies owed by a debtor.

“Debt Impairment Allowance” means the irrecoverable amount calculated on the billing debtor balance as at 30 June of a financial year by which the debtor balance must be reduced in the Annual Financial Statements.

“Defaulter” means any person owing the Council arrear monies in respect of taxes and/or service charges.

“Due date” in relation to –

- (a) rates due in respect of any immovable property, means the thirtieth(30) day of September of the financial year for which such rate is made, or any other date determined by council by notice in the Provincial Gazette, and
- (b) in respect of service charges due in respect of any immovable property, means the date for payment indicated on the account.
- (c) should such day fall on a Saturday, Sunday or public holiday the due date shall be the next working day.

“Immovable property” includes –

- (a) an undivided share in immovable property, and
- (b) any right in immovable property.

“Implementing Authority” means the Municipal Manager or his or her nominee, acting in terms of section 100 of the Local Government: Municipal Systems Act No. 32 of 2000.

“Indigent debtor” means:

- (a) the head of an indigent household:
 - (i) who applied for and has been declared indigent in terms of Council’s Indigent Support Policy for the provision of services from the municipality; and
 - (ii) who makes application for indigent support in terms of Council’s Indigent Support Policy on behalf of all members of his or her household;
- (b) orphaned minor children duly represented by their legal and/or defacto guardians.

“Indigent Support Programme” means a structured programme for the provision of indigent support subsidies to qualifying indigent debtors in terms of the Council’s Indigent Support Policy.

“Indigent Support Policy” means the Indigent Support Policy adopted by the Council of the Municipality.

“Interest” means a charge levied on all arrear monies with the same legal priority as service fees and calculated at a rate determined by Council from time to time;

“Month” means a calendar month.

“Monthly average consumption” means the monthly average consumption in respect of that property calculated on the basis of consumption over the preceding or succeeding twelve months.

"Municipal pay point" means any municipal office in the area of jurisdiction of the municipality designated by Council for such purposes, or any such other places as the Chief Financial Officer may from time to time designate.

"Municipal services" means services provided either by the municipality, or by an external agent on behalf of the Municipality in terms of a service delivery agreement.

"Municipality" means the Buffalo City Municipality.

"Municipal Manager" means the Municipal Manager of the Buffalo City Municipality or his or her nominee acting in terms of power delegated to him or her by the said Municipal Manager with the concurrence of the Council.

"Occupier" means the person who controls and resides on or controls and otherwise uses immovable property, provided that -

- (a) the husband or wife of the owner of immovable property which is at any time used by such owner and husband or wife as a dwelling, shall be deemed to be the occupier thereof;
- (b) where a husband and wife both reside on immovable property and one of them is an occupier thereof; the other shall also be deemed to be an occupier thereof.

"Owner" in relation to immovable property means -

- (a) the person in whom is vested the legal title thereto provided that -
 - (i) the lessee of immovable property which is leased for a period of not less than thirty years, whether the lease is registered or not, shall be deemed to be the owner thereof;
 - (ii) the occupier of immovable property occupied under a service servitude or right analogous thereto, shall be deemed to be the owner thereof;
- (b) if the owner is dead or insolvent or has assigned his or her estate for the benefit of his creditors, has been placed under curatorship by order of court or is a company being wound up or under judicial management, the person in whom the administration of such property is vested as executor, administrator, trustee, assignee, curator, liquidator or judicial manager, as the case may be, shall be deemed to be the owner thereof;
- (c) if the owner is absent from the Republic or if his address is unknown to the Municipality, any person who as agent or otherwise receives or is entitled to receive the rent in respect of such property, or
 - (i) if the Municipality is unable to determine who such person is, the person who is entitled to the beneficial use of such property.

"Premises" includes any piece of land, the external surface boundaries of which are delineated on:

- (a) A general plan or diagram registered in terms of the Land Survey Act, (9 of 1927) or in terms of the Deed Registry Act, 47 of 1937; or
- (b) A sectional plan registered in terms of the Sectional Titles Act, 95 of 1986, which is situated within the area of jurisdiction of the Council.

"Prescribed" means prescribed by this policy and where applicable by Council or the Municipal Manager.

“Prescribed debt” means debt that becomes extinguished by prescription in terms of the Prescription Act 68 of 1969.

"Person" means a natural and juristic person, including any department of state, statutory bodies or foreign embassies.

"Rates" means any tax, duty or levy imposed on property by the municipality.

“Reconnection fee” means the penalty fee imposed on a defaulting debtor appearing on the debt collection action list, and is due and payable irrespective if the services have been suspended or not.

"Registered owner" means that person, natural or juristic, in whose name the property is registered in terms of the Deeds Registry Act, no. 47 of 1937.

"Responsible person" means any person other than the registered owner of an immovable property who is legally responsible for the payment of municipal service charges.

"Service charges" means the fees levied by the Municipality in terms of its tariff policy for any municipal services rendered in respect of an immovable property and includes any penalties, interest or surcharges levied or imposed in terms of this policy.

“Service delivery agreement” means an agreement between the Municipality and an institution or persons mentioned in section 76(b) of the Local Government: Municipal Systems Act 32 of 2000.

“Sundry debtor accounts” means accounts raised for miscellaneous charges for services provided by the Municipality or charges that was raised against a person as a result of an action by a person and which was raised in terms of Councils policies, by-laws and decisions

“Supervisory Authority” means the Executive Mayor of the Municipality or his or her nominee, acting in terms of Section 99 of the Municipal Systems Act 32 of 2000.

“Tariff” means any rate, tax, duty and levy or fee which may be imposed by the municipality for services provided either by itself or in terms of a service delivery agreement.

“Tariff Policy” means a Tariff Policy adopted by the Council in terms of Section 74 of the Local Government: Municipal Systems Act 32 of 2000.

"User" means the owner or occupier of a property in respect of which municipal services are being rendered.

3. PRINCIPLES

The principles supported in this policy are: -

- (1) The administrative integrity of the municipality must be maintained at all times.
- (2) The policy must have the full support of Council and the community.
- (3) Councillors must have full knowledge of the implementation and enforcement of the policy.
- (4) The Executive Mayor oversees and monitors the implementation and enforcement of this policy.
- (5) The Municipal Manager implements and enforces this policy.
- (6) The Municipal Manager may delegate the implementation and enforcement of this policy to the Chief Financial Officer.
- (7) Consumers must apply for services from Council by the completion of the prescribed application form.
- (8) Consumers must receive regular and accurate accounts that indicate the basis for calculating the amounts due.
- (9) Consumers must pay their accounts regularly by the due date.
- (10) Consumers are entitled to reasonable access to pay points and to a variety of reliable payment methods.
- (11) Consumers are entitled to an efficient, effective and reasonable response to appeals, and should not suffer any disadvantage during the processing of a reasonable appeal.
- (12) Debt collection action will be instituted promptly, consistently, and effectively without exception and with the intention of proceeding until the debt is collected.

4. SUPERVISORY AUTHORITY

- (1) The Executive mayor oversees and monitors –
 - (a) The implementation and enforcement of the municipality's credit control policy.
 - (b) The performance of the Municipal Manager in implementing the credit control policy.
- (2) The Executive Mayor shall at least once a year, cause an evaluation or review of the credit control policy to be performed in order to improve the efficiency of the Municipality's credit control and debt collection mechanisms, processes and procedures and to the implementation of this policy
- (3) The Municipal Manager shall submit a report to council regarding the implementation of the credit control policy at such intervals as Council may determine.
- (4) The Municipal Manager: -
 - (a) Implements and enforces the credit control policy.
 - (b) Is accountable to the Executive Mayor for the enforcement of the policy and shall submit a report to the Executive Mayor regarding the implementation and enforcement of the credit control policy at such intervals as may be determined by Council.

- (c) Must establish effective administration mechanisms, processes and procedures to collect money that is due and payable to the Municipality.
 - (d) Where necessary, propose to the Executive Mayor with the aim of improving the efficiency of the credit control and debt collection mechanisms, processes and procedures.
 - (e) Establish effective communication between Council and account holders with the aim of keeping account holders abreast of all decisions by Council that may affect account holders.
 - (f) Establish customer service centers, which are located in such communities as determined by Council.
 - (g) Convey to account holders information relating to the costs involved in service provision, the reasons for payment of services are utilized, and may where necessary; employ the services of local media to convey such information.
- (5) The Municipal Manager may, in writing, delegate any of the powers entrusted or delegated to him or her in terms of Council's credit control by-law to the Chief Financial Officer.
 - (6) A delegation in terms of subsection (5) –
 - (a) Is subject to any limitations or conditions that the Municipal manager may impose;
 - (b) May authorize the Chief Financial Officer to, in writing, sub-delegate power to another official of the municipality;
 - (c) Does not divest the Municipal Manager of the responsibility concerning the exercise of the delegated power.
 - (7) The Chief Financial Officer shall be responsible to the Municipal Manager for the implementation, enforcement and administration of this policy, and the general exercise of his powers in terms of this policy.

5. APPLICATION FOR THE PROVISIONS OF MUNICIPAL SERVICES

- (1) A consumer who requires the provision of municipal services must apply for the service from Council.
- (2) The application for the provision of municipal services must be made by the registered owner of an immovable property
- (3) Council will not entertain an application for the provision of municipal services from a tenant of a property, or any other person who is not the owner of the property.
- (4) The only exception to (3) above is that individuals and businesses with lease agreements who lease properties from the Municipality will be allowed to open an account in the name of the lessee of the property. Registered indigent tenants will be allowed in terms of the Deceased Estate and Absconded Owner Schemes to open accounts in their name in order to benefit from the rebates offered by the Municipality. A tenant account may be opened in the name of the Government departments who lease properties to their tenants.
- (5) An agent may with a proxy open an account in the name of the owner.
- (6) The application for the provision of municipal services must be made in writing on the prescribed application form that is provided by Council.

- (7) By completing the prescribed application form for the provision of municipal services the consumer of services enters into an agreement with Council.
- (8) The agreement with Council makes provision for the following: -
 - (a) An undertaking by the owner that he or she will be liable for collection costs including administration fees, interests, disconnection and reconnection costs, and any other legal costs occasioned by his or her failure to settle accounts by the due date;
 - (b) An acknowledgement by the owner that accounts will become due and payable by the due date notwithstanding the fact that the owner did not receive the account; and
 - (c) That the onus will be on the owner to ensure that he or she is in possession of an account before the due date.
 - (d) An undertaking by the Municipality that it shall do everything in its power to deliver accounts timeously.
 - (e) An undertaking by the Directors of Companies or members of Closed Corporations that they will be held individually responsible for the payment of the account, should the company or closed corporation default on payment of the account, in terms of the terms and conditions as stipulated in the application for services agreement
- (9) The application for the provision of municipal services shall be made at least ten (10) days prior to the date on which the services are required to be connected.
- (10) On receipt of the application for provision of municipal services, Council will cause the reading of metered services linked to the property to be taken on the working day preceding the date of occupation.
- (11) The first account for services will be rendered, after the first meter reading cycle to be billed following the date of signing the service agreement.

6. DEPOSITS AND GUARANTEES

- (1) On application for the provision of municipal services the prescribed consumer deposit shall be paid.
- (2) A guarantee in lieu of a deposit will be accepted on application for the provision of municipal services by a business in terms of the prevailing conditions determined by Council at the time of the application.
- (3) Existing consumers moving to a new address are required to pay the prescribed consumer deposit on application for the provision of municipal services at the new address.
- (4) The minimum deposit payable is determined annually by Council and is contained in the tariff book produced annually.
- (5) The consumer deposit paid on application for the provision of municipal services may be increased or decreased, upon written notice to consumers, if found that the deposit is not equal to the estimated charges for the supply of electricity and water for a period of three (3) months.
- (6) Council may increase the amount of the deposit required from the owner of a property where the electricity supply had been disconnected at least twice during the preceding

period of twelve months, after the owner of the property was given notice of Council's intention to increase the deposit.

- (7) On termination of the supply of services the amount of the deposit less any payment due to Council will be refunded to an account holder, provided that payments due are less than the deposit paid, and that the account holder has provided a forwarding address.

7. ACCOUNTS AND BILLING

- (1) Council provides all consumers of municipal services monthly with a consolidated account for all services rendered.
- (2) The consolidated account can include property rates charges.
- (3) Accounts are produced on a monthly basis in cycles of approximately 30 days.
- (4) All accounts rendered by Council shall be payable on the due date as indicated on the account.
- (5) Amounts on accounts, which remain unpaid after the due date, shall attract interest on arrears irrespective of the reason for non-payment.
- (6) All accounts are payable by the due date regardless of the fact that the person responsible for the payment of the account has not received the account. The onus is on the account holder to obtain a copy of the account before the due date.
- (7) Council bills an owner of a property for the following rates and service charges: -
 - (a) Property Rates, Refuse and Sewerage charges
 - (i) Property rates refuse and sewerage charges are billed annually or monthly as preferred by customers.
 - (ii) Council's preference is that property rates, refuse and sewerage charges be charged monthly. Due to historical legislation these charges have been charged monthly and annually.
 - (iii) Property rates, refuse and sewerage charges charged annually are billed on the July account of each year and the due date for the payment of these charges is 30 September of each year.
 - (iv) Property rates refuse, and sewerage charges charged monthly are billed on the monthly accounts and the due date for the payment of the charges will be as indicated on the accounts.
 - (v) The tariffs to calculate the Property rates refuse and sewerage charges are determined annually and approved by Council and are contained in the tariff book produced by Council.
 - (b) Electricity and water Charges
 - (i) Consumption of electricity and water is billed in terms of metered consumption.
 - (ii) Monthly accounts are rendered for electricity and water consumption and the due date for the payment of the accounts will be the date as indicated on the account.

- (iii) The tariffs to calculate the electricity and water charges are determined annually and approved by Council and are contained in the tariff book produced by Council.

(d) Fire levy

- (i) Property owners within Buffalo City Municipality area are charged a fire levy instead of been charged when the Fire Department responds to fire calls in respect of dwellings and businesses and vacant land.
- (ii) The fire levy is charged monthly on the account produced by Council.

(e) Sundry Debtor accounts

- (i) Sundry debtor accounts are raised for miscellaneous charges for services provided by Council or charges that are raised against a debtor as a result of an action by a debtor or person which necessitates a charge to be raised by Council against the debtor or person in terms of Council's policies, by-laws and decisions.
- (ii) The sundry debtor account is included in the monthly consolidated account produced by Council.

(8) Final accounts

On receipt of an application for termination of services the final readings of metered services will be taken, the accounts finalized, the consumer deposit will be appropriated and if a debit balance remains the balance will be payable by the consumer and if a credit balance remains the balance will be refunded to the consumer, on condition that the consumer has provided Council with a forwarding address.

- (9) The due date for payment of accounts in all areas in the Buffalo City Municipal area is the 15th day of the month. Should the 15th day of the month fall on a Saturday, Sunday or public holiday then the due date shall be the first working day thereafter.

(10) Back charges

- a. Council may, if it is found that the relevant consumer of services has been undercharged for a period of time irrespective of the reason, charge the consumer for the period as determined but not exceeding the current financial year, from the date that the consumer is made aware of the back charge in writing by Council.
- b. The consumer may settle the back charge in equal installments as indicated in chapter 13 of this policy.
- c. If it is found that the consumer is back charged due to meter tampering, then the municipality must recover the consumption for the period, not exceeding three years from the date that the consumer is made aware of the back charge in writing by Council. The back charge must be settled in full and no repayment terms will be entertained by Council and the services will remain suspended until the back charge is settled in terms of chapter 20 of the Credit Control Policy.

8. METERING OF MUNICIPAL SERVICES

- (1) Council may introduce various metering equipment and may encourage consumers to convert to a system, which is preferred by Council when Council considers this to be beneficial to its functioning and operations.
- (2) Council's preferred metering system to measure electricity is the prepayment electricity metering system for domestic consumers and for certain businesses. In the instance where there is a credit meter and the consumer's account is in arrears, the consumer must apply for the conversion of the credit meter to the prepayment meter and then the supply may be restored once the debt is settled in terms of the Credit Control Policy.
 - (a) In the instance where there is a credit meter and the consumer's account is in arrears, the consumer must apply for the conversion of the credit meter to the prepayment meter and then the supply may be restored once the debt is settled in terms of the Credit Control Policy.
- (3) Electricity and water consumption is measured with credit and prepayment electricity and water meters.
- (4) The following applies to the reading of credit meters: -
 - (a) Credit electricity and water meters are read at in cycles of approximately 30 days.
 - (b) If for any reason the credit electricity and water meters cannot be read, Council will render an account based on estimated consumption.
 - (c) The account based on estimated consumption will be adjusted in the subsequent account based on the actual consumption.
 - (d) The consumer is responsible to ensure access to metering equipment for the purpose of obtaining meter readings for billing purposes.
 - (e) Consumers can for reasons of non-accessibility to their properties by meter readers, provide Council monthly with meter readings for billing purposes, provided that an audit reading can be obtained by Council once every six months and provided that a final reading can be obtained should the consumer vacate the property.
 - (f) If any calculation, reading or metering error is discovered in respect of any account rendered to a consumer –
 - (i) the error shall be corrected in subsequent account, If the water leak is on the owner's side of the meter, Council may repair the leak to prevent further water losses and charge the cost of the repair to the account of the owner.
 - (ii) any such correction shall only apply in respect of account for a period of three years preceding the date on which the error in the account was discovered,
 - (iii) the correction shall be based on the tariffs applicable during the period, and
 - (iv) the application of this section shall not prevent a consumer from claiming overpayment for any longer period where the consumer is able to prove the claim in the court of law. If it is certified that the leak occurred on a pipe

listed on the schedule of approved pipes and fittings prescribed by the Director of Engineering Services.

- (g) When a consumer vacates a property and a final reading of the meter is not possible, an estimation of the consumption may be made and the final account rendered accordingly.
- (5) The following applies to prepayment metering: -
- (a) Prepayment electricity and water are purchased at prepayment vending points for consumption after the date of purchase.
 - (b) Amounts tendered for the purchase of prepayment electricity and water will not be refunded after the prepayment meter token has been produced.
 - (c) On request of the consumer copies of the previous prepayment meter tokens will be produced.
 - (d) Credits remaining in the prepayment meter will not be refunded when a premises is vacated by a consumer.
 - (e) Council shall not be liable for the reinstatement of credit in a prepayment meter lost due to tampering with, or the incorrect use or the abuse of prepayment meters.
 - (f) Council will apply all the debt collection functions available on the prepayment system to collect all arrear debt on the account of the debtor.
 - (g) Council will appoint vendors for the sale of prepayment electricity and does not guarantee the continued operation of any vendor.
- (6) The following applies to water leaks that are found on properties: -
- (a) Water leaks in the reticulation system on a property and after the water meter is the responsibility of the owner of the property.
 - (b) The position mentioned in (6)(a) above can be changed by a Council resolution to solve a water management problem in a certain area or areas.
 - (i) If the water leak is on the owner's side of the meter, Council may repair the leak to prevent further water losses and charge the cost of the repair to the account of the owner.
 - (c) When a water leak is discovered on a property which resulted in excessive water charges on the account of the consumer, the consumer will be entitled to a water leak rebate if: -
 - (i) The consumer submits a certificate from a registered plumber or sworn affidavit from any other person who has repaired the leak within ten (10) days of the leak having been repaired.
 - (ii) The said certificate must clearly state the date on which the leak was repaired,
 - (iii) It is confirmed that the leak was not discernable from the surface,
 - (iv) It is certified that the leak occurred on a pipe listed on the schedule of approved pipes and fittings prescribed by the Director of Engineering Services.

- (v) The leak must have been repaired within forty-eight hours (48) after detection.
- (d) The cost of repairs shall be for the account of the consumer.
- (e) The excess charge for water on the account of the consumer due to a water leak will only be adjusted after three (3) monthly readings, following the repair of the water leak, to determine the average consumption during the period the leak occurred.
- (f) During the period that the water leak occurred the charge for water will be based on average consumption of water.

9. PAYMENT OF ACCOUNTS

- (1) All accounts rendered by Council are due and payable on or before the due date as indicated on the account.
- (2) All payments, whether made by cash, cheque, stop order, electronic payments or payments made through agents must be receipted by Council by the close of business on the due date.
- (3) Accounts rendered by Council can be paid at any Municipal cashier office and any other pay point as determined by Council, from time to time.
- (4) The payment methods and facilities supported by Council can be used to make payments on accounts.
- (5) Payments received in respect of rates and service charges will be allocated by Council entirely within its discretion, on the account of the debtor.
- (6) Part payment received on an account shall be allocated firstly to reduce any penalty charges that may have accrued on the account, then to interest charges and then to capital charges raised.
- (7) An official receipt issued by Council will be the only proof of payments made.
- (8) Cheques received for the payment of an account and which a bank dishonored, will result in the account of the debtor being debited with the amount of the cheque and dishonored cheque costs. The debtor will not be permitted to make payments to Council with a cheque in future.

10. INTEREST ON ARREAR DEBT

- (1) Amounts on accounts, which remain unpaid after the due date, shall attract interest irrespective of the reason for non-payment.
- (2) The following categories of arrear debt shall not attract interest on arrears: -
 - (a) Indigent debt
 - (b) Closed accounts
 - (c) Deceased estates
 - (d) Insolvent estates
 - (e) Debtors under administration

- (3) Interest on arrear debt shall be calculated as stipulated in the National Credit Act No.34 of 2005, for each month for which such payment remains unpaid shall be charged after thirty (30) days after the statement was delivered to the consumer.
- (4) Interest on arrear debt shall be calculated for each month for which such payment remains unpaid and part of a month shall be deemed to be a month.

11. ENQUIRIES AND APPEALS

- (1) Any aggrieved person may address a grievance or query regarding charges for municipal services to the Chief Financial Officer in writing or may visit any customer care office provided by Council.
- (2) The aggrieved person shall clearly state the basis of his or her dissatisfaction and the desired resolution.
- (3) The lodging of an inquiry shall not relieve the aggrieved person of the responsibility to settle his or her account. An interim payment similar to an average account must be paid by the due date pending finalization of the enquiry.
- (4) Council will respond to all inquiries from consumers in writing within sixty days from the lodging of the inquiry.

12. DEBT COLLECTION

- (1) The Chief Financial Officer is authorized to institute agreed upon debt collection mechanisms without exception and with the intention to proceed until the debt is collected.
- (2) All accounts rendered by Council shall be paid on the due date as indicated on the account.
- (3) Amounts on accounts, which remain unpaid after the due date, shall attract interest irrespective of the reason for non-payment.
- (4) Amounts on accounts, which remain unpaid after the due date, will be subject to debt collection action.
- (5) Debt collection action will be taken on the total amount outstanding on the account after the due date. The total amount outstanding includes property rates, refuse, sewerage, water, electricity, fire levy and sundry debtor charges, and includes handed over debt for which arrangements have not been entered into
- (6) The debt collection action to be taken will be as follows: -
 - (a) Disconnection of electricity supply
 - (i) Council shall disconnect the electricity supply to a property if the account rendered by Council is not paid by the due date as indicated on the account.
 - (ii) Credit electricity meters and prepayment electricity meters will be disconnected for the non-payment of municipal accounts.
 - (iii) Disconnection of electricity supply will be for the total amount outstanding on the account, including unpaid amounts handed over for collection to the

panel of Debt Collection Agents and not just for the electricity portion of the account.

- (iv) Disconnection of electricity supply for the non-payment of an account will be during the 30 day period following the due date.

(b) Block from the purchase of electricity

- (i) Council will block a consumer from the purchase of electricity on the prepayment electricity system if the account rendered by Council is not paid by the due date as indicated on the account.
- (ii) The block from purchase of electricity will be for the total amount outstanding on the account, including unpaid amounts handed over for collection to the panel of Debt Collection Agents and not just for the electricity portion of the account.
- (iii) The blocked from purchase of electricity for the non-payment of an account will be during the 30 day period following the due date.
- (iv) Non-Indigent consumers with arrears will be blocked on a block type that will require the consumer to pay the amount due to Council before prepayment electricity can be purchased
- (v) Low income non-Indigent consumers with arrears living in a property with a certain municipal value, which will be determined by Council, will be blocked on a block type that will require the consumer to pay the current monthly account due before prepayment electricity can be purchased and with the purchase of electricity 40% of the amount tendered to purchase electricity will be held back and be allocated to arrear debt.
- (vi) Indigent consumers with arrears will be blocked on a block type on the prepayment system that will require the consumer to pay the current monthly account due before prepayment electricity can be purchased and with the purchase of electricity 40% of the amount tendered to purchase electricity will be held back and be allocated to arrear debt. **The amount of the current monthly account due is the amount after the indigent subsidy has been deducted.**
- (vii) Consumers will be placed on a total block from the purchase of electricity for the following reasons and will only be permitted to purchase electricity after a visit to Council's offices by the consumer to attend to the reason for blocking:
 -
 - When a consumer moved into a property and failed to apply for services from Council and failed to pay the required consumer deposit.
 - When the disconnection of electricity, blocked from the purchase of electricity and the restriction of water flow to the property did not have the desired effect to persuade the consumer to pay the arrear debt.

(c) Restriction or disconnection of water flow

- (i) Council will restrict the water flow to a property for the following reasons and will only restore the water flow after a visit to Council's office by the consumer to attend to the reasons for the restriction of the water flow: -

- When the disconnection of electricity supply or blocked from the purchase of electricity on the prepayment system did not have the desired effect to persuade the consumer to pay the arrear debt.
 - When the water consumption by indigent consumers is more than the 6kl free water provided by Council to indigent consumers and the account remains unpaid.
- (ii) Council will disconnect the water flow to a property under the following circumstances and will only restore the water flow after a visit to Council's office by the consumer to attend to the reasons for the disconnection of the water flow: -
- The water supply to a business with an unpaid account will be disconnected if the disconnection of electricity supply to the property or blocked from purchase of electricity from the prepayment electricity system did not have the desired effect to persuade the consumer to pay the arrear debt.
 - When the consumer moved into a property and failed to apply for services from Council and failed to pay the required consumer deposit.
- (d) Handover of debt to debt collectors
- (i) Debt that could not be collected by the disconnection of electricity supply to a property, blocked from the purchase of prepayment electricity, restriction or disconnection of water supply and that are 60 days old will be handed over to debt collectors.
- (ii) Handover to debt collectors is a pre-legal action and if the debt collectors are unsuccessful in collecting the debt, the debt will be handed over to attorneys for legal collection.
- (iii) Only Council will hand debt over to debt collectors for legal collection and the same debtor will not be handed over to more than one Debt Collector irrespective of the period that the debt relates to.
- (iv) The following types of debt will be handed over to the debt collectors: -
- Debt that is 60 days and older
 - The amount of the debt per debtor to be handed over is the amount that will be determined from time to time.
 - Debt that relates to non-indigent debtors living in RDP houses.
 - Low income non-indigent consumers living in a property with a certain municipal value that generally relates to consumers with low income.
 - Debt for which no payment arrangements were made.
- (v) The following types of debt will **not** be handed over to the debt collectors.
- Debt of indigent debtors that are registered as indigent at the date of handover.
 - Government debt
 - Debt that is been paid off as per arrangement with debtor.
 - Debt that is under query.

- (vi) The process of collecting debt by debt collectors includes -
- The phoning of debtors
 - Sending out demand letters
 - Making arrangement with debtors to pay off debt in terms of Council's credit control and debt collection policy
 - Making follow-ups with debtors on unpaid arrangements.
- (e) Handover of debt to Attorneys for legal collection
- (i) Debt that could not be collected by the debt collectors and debt that requires urgent legal attention will be handed over to attorneys for legal collection.
- (ii) The following types of debt will be handed over to attorneys: -
- Debt that is 90 days and older.
 - The amount of the debt per debtor to be handed over is the amount that will be determined from time to time.
 - Debt for which no payment arrangements were made.
 - Debt that relates to non- indigent debtors living in RDP houses. The legal process will be proceeded with as far as sale of movable property.
- (iii) The following types of debt will **not** be handed over to attorneys: -
- Debt of indigent debtors that are registered as indigent at the date of handover.
 - Debt of debtors living in a property with a certain municipal value, that will be determined by Council and which value includes the value of the site and improvements.
 - Debt that is been paid off as per arrangement with the debtor.
 - Debt that is under query.
- (iv) The process of legal collection includes: -
- Final demands for payment to debtors.
 - Emolument attachment orders on debtor's salaries.
 - Summons issued for debt to be paid.
 - Default judgment be obtained against the debtor.
 - The attachment of moveable properties and sale in execution of moveable property
 - The attachment of immoveable property and the sale of immoveable property.
- (v) Only Council will hand debt over to attorneys for legal collection and the same debtor will not be handed over to more than one Attorney irrespective of the period that the debt relates to.

(f) Withholding or offsetting grants-in-aid.

Council provides annual grants-in-Aid to Institutions on application. If an institution is in arrear with its services account, then Council will withhold the grant-in-aid or the grant-in-aid will be off set against the arrear debt with Council.

(g) Withholding or offsetting payment on contracts.

Institutions or individual persons, who are in contract with Council to provide a service, and who are in arrear with their services account, will have payments to them withheld by Council until the arrear debt with Council is settled or the payment will be off set against the arrear debt with Council.

(h) Section 118 of the Local Government: Municipal Systems Act No 32 of 2000.

(i) Council will issue a certificate required for the transfer of immovable property in terms of Section 118 of the Local Government: Municipal Systems Act No 32 of 2000, which is lodged with Council in the prescribed manner, only when all amounts that became due in connection with that property for municipal service fees, surcharges on fees, property rates and other municipal taxes, levies and duties during the two years preceding the date of application for the certificate have been fully paid.

(ii) Debt older than two years on the property irrespective of whether the owner of the property had accumulated the debt will also have to be paid before the transfer of the property by the owner.

(iii) If the owner refuses to pay the debt which is older than two years, then Council will apply to a competent Court for an order in the following terms: -

- In the case where there is already a judgment for the payment of the amount, an order that the judgment debt be paid out of the proceeds of the sale, before the mortgage debt is settled.
- In the case where there is no judgment debt, for an order staying transfer of the property pending the finalization of a civil action to be instituted against the person who is in law liable for the payment of the outstanding debt.
- The above action must be taken before the property is transferred as the statutory lien created by Section 118(3) of the Act only endures until the property has been transferred and in terms of Section 118(5) of the Act can the new owner of the property not be held liable for the debt that became due before a transfer of a residential property took place.

(i) Withholding approval of building plans.

Institutions or individual persons, who apply to Council for the approval of a building plan, and who are in arrears with their services account, will have approval of the building plan withheld by Council until the arrear debt with Council is settled.

(j) Other debt collection methods

The debt collection methods mentioned in paragraph (a) to (i) above are not an exhaustive list of methods that can be applied to collect debt and any other methods that can be initiated, will be implemented with the consent of Council, to collect debt.

(7) Debt Collection Cost

Any costs, which includes collection costs, charges, disbursements and legal costs relating to any of the debt collection methods applied to collect the debt will be debited to the account of the defaulting debtor. The “reconnection fee” charged is due and payable irrespective of whether the supply was disconnected or not.

13. ARRANGEMENTS TO PAY ARREAR DEBT

- (1) A consumer who cannot pay their arrear debt may enter into an arrangement to pay the account over an extended period of time.
- (2) During the time of the debt collection process, but before debt is handed over to the attorneys a consumer may enter into an arrangement to pay off arrear debt.
- (3) No arrangements will be entertained by attorneys on debt that has been handed over for legal collection.
- (4) Council will entertain only one arrangement with a consumer to payoff arrear debt.
- (5) The consumer, by signing the arrangement agreement to payoff arrear debt acknowledges the following: -

- (a) That debt is owed to Council
- (b) That on default to honor the arrangement agreement, interest on arrears will be charge on the amount due, electricity supply will be disconnected to the property of the consumer or the consumer will be blocked from the purchase of electricity on the prepayment system and/or the water supply to the property of the consumer will be restricted and legal proceedings will be instituted to collect the debt.
- (c) That the consumer will be liable for all cost, which includes legal costs, incurred to collect the debt.

(6) Broken arrangement

- (a) In the event that an arrangement has been broken by a residential consumer, Council may entertain one more arrangement on the same capital debt which was entered into in point 13(1) above, provided that a portion of the debt is settled immediately and then the remainder of the debt may be settled over a period of time as set out hereunder:
 - (i) Non-Indigent low income consumers (up to gross family monthly income of R8000)
 - 25% of the existing debt to be paid immediately
 - The balance of debt to be settled up to 36 months plus the monthly current account.
 - (ii) Non-indigent high income consumers (more than a gross family monthly income of R8000)
 - 50% of the existing debt to be paid immediately
 - The balance of the debt to be settled up to 24 months plus the monthly current account.

- (b) In the event that an arrangement has been broken by a business consumer, Council may entertain one more arrangement on the same capital debt, provided that a portion of the debt is settled immediately and then the remainder of the debt may be settled over a period of time as set out hereunder:
- 50% of the existing debt must be settled up front and the remainder of the debt may be settled over a period of up to 12 months plus the monthly current account.
- (c) No further arrangements will be entertained after the concession on the first broken arrangement as mentioned in point 6(a) and 6(b) above, and the debt will become due and payable in full and the services will only be restored once the full outstanding debt (including amounts handed over for collection) has been settled.

(7) Arrangements by Indigent consumers

- (a) Indigent consumers must have their credit electricity meters converted to prepayment electricity meters.
- (b) Indigent consumers are required to pay their current monthly account, which is the amount after indigent subsidy has been deducted, regularly every month by the due date.
- (c) Indigent consumers with arrears will be blocked on a block type on the prepayment electricity system that will require the consumer to pay the current monthly account due before prepayment electricity can be purchased and with the purchase of electricity, 40% of the amount tendered to purchase electricity will be held back and be allocated to arrear debt. **The amount of the current monthly account due is the amount after the indigent subsidy has been deducted.**

(8) Arrangements by low income non-indigent consumers

- (a) A low income non-indigent consumer is a consumer living in a property with a certain municipal value, that will be determined by Council, and which property generally relates to consumers with low income.
- (b) Low income non-indigent consumers must have their credit electricity meters converted to prepayment electricity meters.
- (c) Consumers are required to pay their current monthly account regularly every month by the due date.
- (d) Consumers with arrears will be blocked on a blocked type that will require the consumer to pay the current monthly account due before prepayment electricity can be purchased and with the purchase of electricity 40% of the amount tendered to purchase electricity will be held back and be allocated to arrear debt.

(9) Arrangements by non-indigent consumers

- (a) The arrangement by non-indigent consumers must include the payment of the current monthly account **plus** the payment of arrear debt.
- (b) The arrear debt can be paid as follows: -
- (i) . Income group up to gross family monthly income of R8000
- A down payment of an amount equal to two (2) month's charges
 - After the down payment of two month's charges, 50% of the accrued interest will be written off.

- The balance is payable over a maximum period of 36 months plus the monthly current account, interest free provided payments are made monthly by the due date.

(ii) Income group more than a gross family monthly income of R8000

- A down payment of an amount equal to four (4) month's charges.
- After the down payment of four month's charges, 50% of the accrued interest will be written off.
- The balance is payable over a maximum period 24 months plus the monthly current account, interest free provided payments are made monthly by the due date.

(10) Arrangements by Businesses

- (a) At the date of the arrangement a minimum of 50% of the capital arrear debt must be paid immediately.
- (b) After the payment of 50% of the capital arrear debt, 50% of the interest accumulated will be written off.
- (c) The balance of the debt, which includes the capital amount and interest, may be paid over a period of 12 – 24 months, interest free, provided payments are made monthly by due date.
- (d) The total monthly installment must include the current monthly charges **plus** the amount to pay off arrear debt.

(11) Arrangements on partially collectable debt

- (a) Partially collectable debt can be described as debt that cannot be collected in full through application of debt collection processes and that it is in the best interest of Council to accept part payment of the debt in full and final settlement.
- (b) All the debt collection processes must have been followed and if at the sale-in-execution of the property no interest is shown by prospective bidders to purchase the property, offers for the purchase of the property must be obtained and the relevant attorney must submit a report to Council.
- (c) The market value of the property must be obtained and a report must be submitted to Council on the offer to purchase that was received.
- (d) Council must make a decision to accept the offer for full and final settlement of the debt and by accepting the offer Council must also resolve to write off the remaining debt on the property as irrecoverable.

14. **INDIGENT DEBTORS**

- (1) An account holder (consumer) may apply, for Indigent support as prescribed in the Indigent Support Policy of this Municipality.
- (2) Debt of deceased indigent estates –

- (a) Until the property is transferred from the deceased estate to the new owner all the services from the account of the deceased owner as at the date of death will be transferred to the account of the occupant, which must include the valuations of the property in order to charge the occupant for property rates.
- (b) The occupant of the property must sign an agreement in which the occupant agrees to pay all the rates and service charges that are to be raised on the property that is occupied.
- (c) The following circumstances must prevail to transfer the services to the account of the occupant: -
 - (i) The house must be a government funded RDP house.
 - (ii) The occupant of the house must be a registered indigent consumer with Council and be receiving an indigent subsidy from Council.
 - (iii) Council will, on approval of the "Affidavit: Deceased Estate" agreement, proceed with the transfer of the property from the deceased indigent estate to the name of the appointed heir of the property at Council's cost.
 - (iv) Once transferred, the debt of the Deceased Indigent Estate will be submitted to Council for approval to write off.
- (7) Debt of absconded owners –
 - (a) The occupant of the property must sign an agreement in which the occupant agrees to pay all property rates and service charges that are to be raised on the property of the absconded registered owner's property.
 - (b) The rates and service charges only be transferred to the occupant of the property if the property is a RDP funded property

15. MUNICIPAL STAFF AND COUNCILLORS – PAYMENT OF ARREARS

- (1) Section 10 of schedule 2 of the Local Government: Municipal Systems Act, No 32 of 2000 provides the following: -

“A staff member of a municipality may not be in arrears to the municipality for rates and service charges for a period longer than three (3) months, and a municipality may deduct any outstanding amounts from a staff member's salary after this period.”
- (2) Arrear debt relating to rates and service charges will be collected from staff and Councilors in terms of collection arrangements approved by the Municipal Manager from time to time.
- (3) The financial situation of each applicant will be assessed.
- (4) If the staff member or Councilor cannot afford to repay the debt over six months, the debt be spread over twelve months or the repayment installment will not be greater than 50% of the staff member's nett salary. In each case, the size of the debt and the nett salary may be considered.
- (5) Municipal staff and Councilors are not entitled to benefit from the Indigent Support subsidy whilst employed and if it is discovered that a staff member or councilor has benefitted from the Indigent Support subsidy after the date of their employment with the Municipality, this will result in disciplinary action being taken against the relevant staff member or councilor.
- (6) No owner or tenant of a property may benefit from the Indigent support subsidy whilst a municipal staff member or councilor is residing on the same property.

16. ADMINISTRATION ORDERS – PAYMENT OF ARREARS

- (1) A person can apply for the administration of its estate in terms of section 74 of the Magistrates Court Act, 1944.
- (2) On notification that the order had been granted, Council will manage the debt that is part of the administration order separately to the current account.
- (3) The debtor will be responsible for the payment of the current monthly account and if the debtor defaults on the payment of the account, debt collection action will be implemented.

17. WRITE OFF OF IRRECOVERABLE DEBT

- (1) The objective to write off irrecoverable debt is to have a debt book that does not reflect irrecoverable debt.
- (2) Council's approval must be obtained to write off irrecoverable debt.
- (3) In the submission to Council to write off debt Council must be provided with details of –
 - (a) The debt collection procedures implemented to recover the debt and the costs incurred as a result thereof;
 - (b) The reasons why the debt collection procedures were not successful and had to be abandoned;
 - (c) The debtors financial position, if known;
 - (d) Reasons why the debt or a portion thereof is regarded as being irrecoverable.
- (4) Debt can be regarded as irrecoverable under the following circumstances: -
 - (a) Debt that was subjected to all the debt collection procedures provided for in this policy and still was unsuccessful to collect the debt and where the debt collection process had to be abandoned.
 - (b) Debt of which the cost to collect debt has exceeded the debt amount.
 - (c) Debt of indigent debtors that cannot be collected after the implementation of the debt collection procedures applicable to indigent consumers provided for in this policy
 - (d) Small amount debt of which the cost to collect the debt is more than the debt amount.
 - (e) Debt of deceased estates –
 - (i) Claims must have been submitted to the estate of the deceased
 - (ii) The executor of the estate advised Council in writing that there are no funds in the estate.
 - (f) Debt of debtors who have emigrated –
 - (i) Debt collection procedures must have been implemented.
 - (ii) Council was informed by a reliable source that the debtor had emigrated.
 - (iii) The emigrating authorities had confirmed that the debtor had emigrated.
 - (g) Debt that has prescribed –

- (i) Debt collection procedures must have been implemented.
- (ii) Debt must be older than three years.
- (iii) Debt must comply with the provisions of section 10 Chapter III of the Prescription Act No 68 of 1969.
- (h) Debt of insolvent estates –
 - (i) Debt collection procedures must have been implemented.
 - (ii) Claims must have been submitted to the liquidators of the insolvent estate.
 - (iii) The liquidators of the insolvent estate must advise Council in writing that there are no funds in the estate.
 - (iv) Council received dividends on the amount owing and was advised that the estate had been finalized and there will be no further dividends forthcoming.
- (5) The annual Revenue Budget will include an amount to provide for the amount to be written off.

18. DEBT IMPAIRMENT ALLOWANCE

- (1) The objective of the debt impairment allowance is to make a realistic provision annually in the Revenue budget to cater for charges raised in terms of the budget that cannot be collected.
- (2) The calculation of the debt impairment allowance will be based on an extract of Council's debtors' book as at the last day of the financial year.
- (3) The methodology applied in calculation of the debt impairment allowance is in accordance of the International Accounting Standard Number 39 and is attached to the Credit Control Policy, marked "Annexure A".

19. CERTIFICATES REQUIRED FOR TENDERS

- (1) A person or an institution reacting to a tender published by Council or wishing to enter into a contract to either provide services or goods to Council must produce a certificate, on the prescribed form, which states that regular payment of rates and services accounts are maintained and that the account are currently up to date.
- (2) A person who fails to provide such a certificate shall be disqualified from the tendering process.

20. THEFT AND FRAUD

- (1) The Municipality does not condone theft and fraud of municipal services and will monitor the service networks for signs of tampering or irregularities.
- (2) The Council may approve specific penalties and distinguish between cases of vandalism and theft.
- (3) Subsequent acts of tampering may lead to a refusal to supply certain services for determined periods.

21. REPORTING AND PERFORMANCE MANAGEMENT

- (1) The Chief Financial Officer shall report monthly to the Municipal Manager in a suitable format to enable the Municipal Manager to report to the Executive Mayor as supervisory authority in terms of section 99 of the Systems Act, read with section 100(c).
- (2) This report shall contain particulars on cash collection statistics, showing high-level debt recovery information (numbers of customers; enquires; arrangements; default arrangements; growth or reduction of arrear debt). Where possible, the statistics should ideally be divided into wards, business (commerce and industry), domestic, state, institutional and other such divisions.
- (3) If in the opinion of the Chief Financial Officer, Council will not achieve cash receipt income equivalent of the income projected in the annual budget as approved by Council, the Chief Financial Officer will report this with motivation to the Municipal Manager who will, if in agreement with the Chief Financial Officer, immediately move for a revision of the budget according to realistically realizable income levels.
- (4) The Executive Mayor as Supervisory Authority shall, at intervals of three (3) months, report to Council as contemplated in section 99(c) of the Systems Act.

22. INCOME COLLECTION TARGET

Income collection targets will be set by the Chief Financial Officer to achieve the optimum debt collection ratio i.e. receipt / billing, that will satisfy Council's IDP objectives.

23. APPLICATION OF THE POLICY

The Council reserves the right to differentiate between different categories of consumers, debtors, services or service standards when applying this Policy. The Council will on application of the credit control policy avoid discrimination as forbidden by the Constitution unless it is established that the discrimination is fair as allowed by the Constitution. No debtor may be exempted from credit control action as a sign of goodwill for any period of time as this is in contravention of the actions applied in this policy and the Credit Control principles contained in the Municipal Systems Act No. 32 of 2000

“ANNEXURE A”

METHODOLOGY FOLLOWED TO CALCULATE THE DEBT IMPAIRMENT ALLOWANCE IN ACCORDANCE WITH IAS 39

The GRAP Implementation Guide for Municipalities, under the heading “Accounting for debtors and provision for doubtful debts” states the following; inter alia:

IAS 39 paragraph 64 states: “An entity first assesses whether objective evidence of impairment exists individually for financial assets that are individually significant, and individually or collectively for financial assets that are not individually significant (see paragraph 59). If an entity determines that no objective evidence of impairment exists for an individually assessed financial asset, whether significant or not, it includes the asset in a group of financial assets with similar credit risk

characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is or continues to be recognized are not included in a collective assessment of impairment.”

(a) Consumer debtors

According to IAS 39.64, the assessment for impairment needs to be made for each individual financial asset separately or for groups of financial assets with similar credit risks. It is however impracticable to assess every consumer debtor of a municipality individually. The following methodology can be followed to make a provision for doubtful debts in accordance with IAS 39:

- Management should review individually significant debtors, therefore the top (for example) 500 consumer debtors should be reviewed individually amounting to Rxx, and (yy%) of the total outstanding debt as at 30 June 20xx.
- **The balance of consumer debtors** should be grouped together into groups of financial assets with similar credit risk. These customer groups consist of the following: Government, Business, Households and Other debtors.
- No provision for bad debts should be made for Government debtors because theoretically there should be no risk of non recovery if Government debtor’s accounts are reconciled for the year under review.
- Municipalities with a small amount of business debtors should review these debtors individually for impairment.
- Municipalities with large amounts of business debtors, Households and Other debtors should be further broken down into the following income sources: Property rates, Electricity tariffs, Water tariffs, Refuse removal tariffs, Housing (Rental income), Sewerage and Sanitation tariffs and Other.
 - These debtors should be divided into geographical areas and a provision for doubtful debts can be made for every income source based on expected cash flows in the various geographical areas. Therefore, the municipality should compare billings with actual receipts and the results should indicate the average percentages not recovered during the year under review from the following income sources:

❖ Electricity:	x%
❖ Water:	x%
❖ Refuse removal:	x%
❖ Housing (rental income):	x%
❖ Sewerage and Sanitation:	x%
❖ Other:	x%

Conclusion

A provision for bad debts on outstanding debtors at year-end can be made based on the results of the assessment of individual significant debtors and actual percentages not recovered during the year under review per income source above.

Note

It must be noted that the methodology applied as set out hereunder differs considerably from the methodology as stated in the Credit Control policy. The IAS standards have to be applied and take precedence over the methodology as stated in the Credit Control Policy

1. Calculation of the debt impairment allowance (DIA) relating to Consumer Debtors

The calculation of the debt impairment allowance was largely dependent on the information that could be extracted for each debtor from the financial system as at the end of a financial period. Although a listing of each service category i.e. electricity, water, refuse, rates, sewerage and miscellaneous debtors, per debtor was available, the collection ratio per service category on each account could not be calculated as such a report is not currently available in the Financial System. Buffalo City is a municipality with a large number of debtors in the following categories:

1. Domestic Debtors (including Indigent debtors)
2. Business Debtors
3. Government Debtors
4. Municipal Staff Debtors
5. Municipal Debtors
6. "Other" Debtors

The following was used as the basis to calculate the debt impairment allowance:

"These debtors should be divided into geographical areas and a provision for doubtful debts can be made for every income source based on expected cash flows in the various geographical areas. Therefore, the municipality should compare billings with actual receipts and the results should indicate the average percentages not recovered during the year under review...."

2. Financial Period

The financial period under review is 1 July to 30 June i.e. 365 days.

3. Debtor Types excluded from the DIA calculation

Debtors in the following debtor types were excluded from the DIA calculation as it was deemed that the debt is 100% recoverable:

COMPANY STAFF STOPORDER DEDUCTIONS
COUNCILLORS ACCOUNTS
DEFAULT ACCOUNTS - UNALLOCATED CASH
DEPARTMENT OF AGRICULTURE - SERVICES ACCOUNTS
DEPARTMENT OF HEALTH - SERVICES ACCOUNTS
DEPARTMENT OF TRANSPORT - SERVICES ACCOUNTS
DEPARTMENT OF WATER AFFAIRS - SERVICES ACCOUNTS
DEPARTMENT OF WELFARE - SERVICES ACCOUNTS
DEPT OF EDU-SERVICES ACCOUNTS FOR SECTN 20 SCHOOLS
DEPT OF EDU-SERVICES ACCOUNTS FOR SECTN 21 SCHOOLS
DEPT OF HEALTH (CLINICS) - SERVICES ACCOUNTS

DISTRIBUTED PROVISIONAL ACCOUNTS
LEASES NATIONAL GOVERNMENT
MAYORAL COMMITTEE ACCOUNTS
MUNICIPAL DEPARTMENTAL ACCOUNTS
MUNICIPAL NON-RATEABLE DWELLINGS AND VARIOUS ACC'S
NATIONAL GOVERNMENT - DISPUTED RATES ACCOUNT
NATIONAL GOVERNMENT - DISPUTED SERVICES ACCOUNTS
NATIONAL GOVERNMENT - RATES ACCOUNTS
NATIONAL GOVERNMENT - RATES ACCOUNTS FOR SCHOOLS
NATIONAL GOVERNMENT - SERVICES ACCOUNTS
NATURE CONSERVATION SERVICES
PROVINCIAL DEPARTMENT: COMMUNITY DEVELOPMENT
PROVINCIAL GOVERNMENT - SERVICES ACC PAID BY BISHO
PROVINCIAL GOVERNMENT-RATES ACCOUNTS
PROVINCIAL GOVERNMENT-RATES ACCOUNTS FOR CLINICS
PROVINCIAL GOVERNMENT-RATES ACCOUNTS FOR HEALTH
PROVINCIAL GOVERNMENT-RATES ACCOUNTS FOR SCHOOLS
SERVICES ACCOUNTS FOR INDEPENDENT SCHOOLS
SPORTS,RECREATION,ARTS AND CULTURE
STAFF COMPUTER LOANS
STAFF STOPORDER: DIR OF DEVELOPMENT PLANNING
STAFF STOPORDER: DIR OF ENGINEERING SERVICES
STAFF STOPORDER: DIR OF CORPORATE SERVICES
STAFF STOPORDER: DIR OF FINANCE
STAFF STOPORDER: DIR OF SOCIAL SERVICES
STAFF STOPORDER: MUNICIPAL MANAGER'S OFFICE
STAFF: DIR OF CORPORATE SERVICES
STAFF: DIR OF DEVELOPMENT PLANNING
STAFF: DIR OF ENGINEERING SERVICES
STAFF: DIR OF FINANCE
STAFF: DIR OF SOCIAL SERVICES
STAFF: EXECUTIVE MAYOR'S OFFICE
STAFF: GENERAL MANAGERS
STAFF: MUNICIPAL MANAGER'S OFFICE
STAFF: TOP MANAGEMENT
VACANT LAND - OWNED BY COUNCIL

4. Debtor types where the full DIA was applied

Debtors in the following debtor types were allocated a full DIA as it was deemed that the likelihood of collection was very small:

ABSCONDED OWNERS ACCOUNTS-DOMESTIC
ACCOUNTS TO BE/WITTEN OFF AS IRRECOVERABLE
CONCESSION ON ARREARS BY BUSINESS OWNERS
DEBTORS UNDER ADMINISTRATION
INACTIVE ACCOUNTS DOMESTIC
INACTIVE BUSINESS ACCOUNTS
INACTIVE INDIGENT ACCOUNTS
INDIGENT DECEASED ESTATE ACCOUNTS
INFORMAL SETTLEMENTS

INSOLVENT ESTATES/LIQUIDATIONS
 OTHER DEBT THAT HAS PRESCRIBED
 UNCOLLECTABLE BUSINESS ACCOUNTS AFTER LEGAL ACT
 UNCOLLECTABLE DOMESTIC ACCOUNTS AFTER LEGAL ACT

5. Ratio calculation

The collection ratio was calculated as follows for each debtor:

$$\frac{\text{Receipts}}{\text{Nett Billing}} \quad \times \quad \frac{100}{1}$$

= Collection ratio

The debtor/days ratio was calculated as follows for each debtor:

$$\frac{\text{Arrears}}{\text{Nett Billing}} \quad \times \quad \frac{365}{1}$$

= “days” which means the number of days takes to settle the debt

6. Principle applied

It is assumed that if it takes more than 365 days for a debtor to settle his debt, then the debt over that period will not be easily recovered and must therefore be provided for in the DRA.

The following principle was applied to establish which amount would be included in the DIA calculation per “geographical area” (suburb):

If 30 days was the lowest ageing period and 360 days was the highest ageing period (being reflected in ageing intervals of 30, therefore not 365), then it is assumed that 8.33% of the debt for the respective geographical suburb is not recoverable. The percentage is calculated by taking 30 as a percentage of 360, i.e. 8.33%. Therefore in this example, 91.67% of the debt would be recoverable. As the “days” do not necessary reflect in 30 days intervals such as 207 days or 198 days for respective “geographical areas” (suburbs), the “percentage days group” was applied to where the “days” total was the closest to eg.

44 days is closer to the 30 days category but 46 days is closer to the 60 days category, therefore a different percentage will apply.

The table is structured as follows:

Days	Half Way	Percentage days group	% of 360
30	15	30-45	8.33
60	45	46-75	16.67
90	75	76-105	25.00
120	105	106-135	33.33
150	135	136-165	41.67
180	165	166-195	50.00
210	195	196-225	58.33

240	225	226-255	66.67
270	255	256-285	75.00
300	285	286-315	83.33
330	315	316-345	91.67
360	345	346-360	100.00

7. Method

The following relates to the steps followed to calculate the DIA, “per geographical area” as stated in point 1 above:

- 7.1. Identify arrears per account per “geographical area” (suburb) as extracted from the Financial System as at 30 June.
- 7.2. Extract report of total receipts and billings per individual debtor for the financial period, as mentioned in point 2 above.
- 7.3. Merge reports mentioned in points 7.1 and 7.2 above, according to debtor account numbers.
- 7.4. Extract types of debtors where debt is deemed to be fully recoverable as mentioned in point 3 above.
- 7.5. Extract types of debtors where debt is deemed to be irrecoverable as mentioned in point 4 above, to be added to the DRA calculation when completed. (see point 7.12 below)
- 7.6. Sort the debtors into their respective “geographical areas” (suburbs)
- 7.7. Calculate the overall collection ratio for the financial period per debtor by applying the formula as mentioned in point 5 above to obtain the amount of “days” that the debtor takes to settle the account.
- 7.8. Calculate the average “days” for each “geographical area” (suburb).
- 7.9. Summarize the spreadsheet to reflect each “geographical area” (suburb) and its respective “days” calculation and also add the total debt outstanding as at 30 June to each geographical area” (suburb)
- 7.10. Allocate the DIA percentage to each “geographical area” (suburb) as per table in point 6 above.
- 7.11. Calculate the DIA total as follows:
Total arrears for each “geographical area” (suburb) X relevant percentage as reflected in the table in point 6 above.
- 7.12. Add the total rand value for the debtors mentioned in point 4 above to the DIA calculated in point 7.11 above. This total would be the Doubtful Receivable Allowance to be reflected in the Financial Statements
- 7.13. Reconcile back to total debt by adding the following figures together, which must equal the total debt as at 30 June.

Total Arrears as at 30 June
Add Full DIA
Add Excluded debt from DIA

- 7.14. Complete Note 16 to the Financial Statements.

BUFFALO CITY MUNICIPALITY



POLICY: INDIGENT SUPPORT

MAY 2010

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1. Policy Title

Indigent Support Policy.

2. Relevant Legislation applicable to this Policy

The policy is designed and implemented within the framework of the following legislation:

1. The Constitution of the Republic of South Africa, 1996, Act 108 of 1996, in particular sections 152,153 and 195.
2. Municipal Systems Act No. 32 of 2000, in particular sections 4, 5 and 6.
3. The Municipal Finance Management Act 2003 (Act 56 of 2003).
4. The Promotion of Administrative Justice Act 2000 (Act 3 of 2000).
5. The Promotion of Access to Information Act, 2000 (Act 2 of 2000).
6. The Property Rates Act, 2004 (Act 6 of 2004).
7. Conditions of National Equitable Share Grant ("S" Grant) earmarked for service delivery to the poor.

It is consistent with the terms of the Buffalo City Municipality Credit Control and Debt Collection Policy, 2007.

3. Definitions

Basic energy service: The provision of sufficient energy as determined by Council, to allow for lighting, access to media (TV, radio) and cooking. This may include electricity and other forms of energy such as paraffin.

Basic refuse removal service: The disposal of refuse on a property where housing densities permit this or the removal of refuse from each property located within the municipality and disposal of this waste in an adequate landfill site, either option undertaken in such a way that the health of the community is maintained and no diseases are propagated, or pests allowed to breed due to refuse which is not properly removed and disposed of.

Basic sanitation service: The provision of a basic sanitation facility which is easily accessible to a household, the sustainable operation of the facility, including the safe removal of human waste and wastewater from the premises where appropriate and necessary, and the communication of good sanitation, hygiene and related practices.

Basic water supply service: The provision of a basic water supply facility, the sustainable operation of the facility for at least 350 days per year and not interrupted for more than 48 consecutive hours per incident, and the communication of good water use, hygiene and related practices.

Child headed household: a household where both parents are deceased and where all occupants of property are children of the deceased and are all under the legal age to contract for service and are considered as minors in law by the state. Child headed households are automatically considered indigent unless proven otherwise.

Household: a registered owner or tenant with children who reside at the same premises.

Indigent: lacking the necessities of life such as sufficient water, basic sanitation, refuse removal, environmental health, basic energy, health care, housing, food and clothing.

Indigent subsidy/poverty package: the subsidy allows for free basic services in the form of electricity or other power options, water, sanitation, rubbish removal and property rates, as prescribed by Council from time to time.

Indigent Management System: an electronic management system applied by the Buffalo City Municipality for the management of the register of indigent households.

Indigent Register: the database which must be updated on a monthly basis, designed to include all the data contained within completed indigent application forms. The Register contains the following key information:

- Indigent customer details
- Socio-economic details
- Skills details

In addition, the indigent register must be able to provide reports relating to, but not limited to the following:

- Indigent application exceptions
- Skills reporting required for LED/exit strategy
- Socio-economic reporting

Municipality: the municipality of Buffalo City, established in terms of Section 12 of the Municipal Structures Act, 117 of 1998.

Occupier: person who controls and resides on or controls and otherwise uses immovable property, provided that –

- a) the spouse of the owner of immovable property, which is used by such spouse or owner as a dwelling at any time, shall be deemed to be the occupier thereof;
- b) where both spouses reside on immovable property and one of them is an occupier thereof, the other shall also be deemed an occupier.

Owner: in relation to immovable property means –

- a) the person in whom is vested the legal title thereto, provided that –
 - (i) the lessee of immovable property which is leased for a period of not less than ten years, whether the lease is registered or not, shall be deemed to be the owner thereof;
 - (ii) the occupier of immovable property occupied in terms of a servitude or right analogous thereto shall be deemed the owner thereof;
- b) if the owner is deceased, insolvent or has assigned his or her estate for the benefit of his or her creditors, has been placed under curatorship by order of court or is a company being wound up or under judicial management, then the person in whom the administration of such property is vested as executor, administrator, trustee, assignee, curator, liquidator or judicial manager, as the case may be, shall be deemed to be owner thereof;
- c) if the owner is absent from the Republic or if his or her address is unknown to the municipality, then any person who as agent or otherwise receives or is entitled to receive the rent in respect of such a property; or
 - (i) if the municipality is unable to determine who such person is, then the person who is entitled to the beneficial use of such property.

Premises: includes any piece of land, the external surface boundaries of which are delineated on –

- a) a general plan or diagram registered in terms of the Land Survey Act 1997 [Act No.8 of 1997] or in terms of the Deeds Registries Act [Act No. 47 of 1937];
- b) a sectional plan registered in terms of the Sectional Titles Act, 1986 [Act No.95 of 1986], and situated within the boundaries of the municipality.

Rates: means any tax, duty or levy imposed on property by the Council.

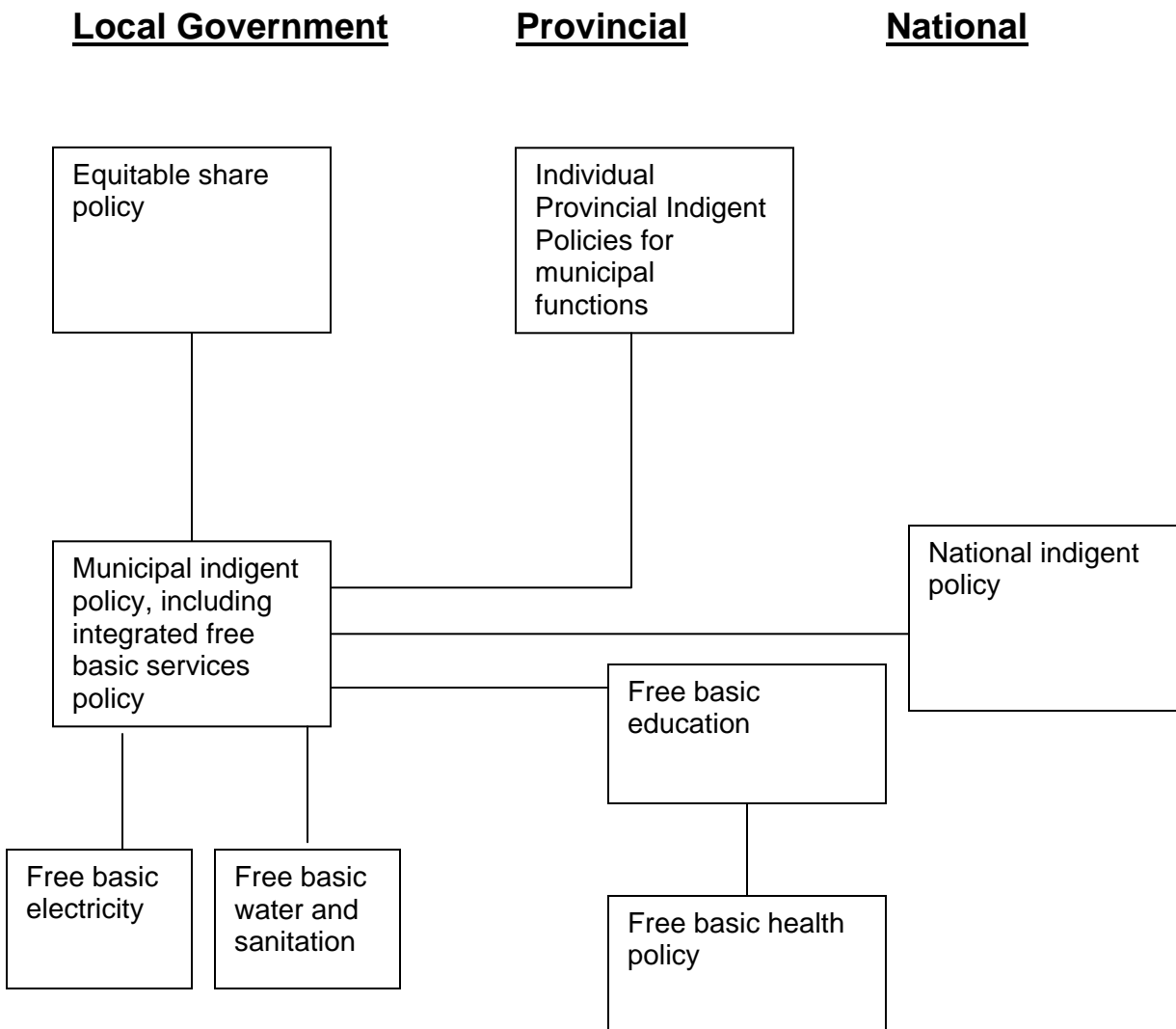
4. Main Purpose

- 4.1 The Constitution of the Republic of South Africa No. 108 of 1996, read in conjunction with the Municipal Systems Act No. 32 of 2000 plus other government regulations, and Batho Pele principles, requires developmental local government to ensure the following provision of services in a sustainable manner that are affordable to all:
- access to at least a minimum level of basic municipal services within a safe and healthy environment, including electricity, water, sanitation and refuse removal.
 - ensuring that “needy or indigent households” have access to these basic services plus
 - giving priority to these basic needs of the municipal residents.
- 4.2 In addition, the municipality firmly believes that in order to solve indigence, beneficiaries should be entitled to a broader package of services linked to employment, health and housing opportunities brought about by other initiatives, such as the Municipality’s poverty alleviation programmes and local economic development initiatives.
- 4.3 The Growth and Development Summit (2007) Socio-Economic Profile stated that 45% of the population of Buffalo City was unemployed in 2005. Another survey of the Eastern Cape in 2006 stated that around 53% of households lived on an income of less than R1,500 per month.
- 4.4 How to deal with these growing inequalities is a major policy issue for the Municipality. Until now, the provision of free basic services to the indigent has been subsumed in the larger Credit Control and Debt Collection Policy. As a developmental municipality, Buffalo City is committed to ensuring supporting measures that assist and empower communities. The municipality views the provision of free basic services as only one aspect of its overall poverty alleviation and economic development programmes.
- 4.5 Therefore, poverty is a wider and more complex issue than the collection and disbursement of revenue. While the overall goal will be to move indigent households to a position where they will be able to make a financial contribution to the Municipality’s revenue collection, the reality is that this goal is some way off. This policy, and in particular the detailed procedures, attempt to address the complexities of living in poverty in Buffalo City.

5. Scope of the Policy
 - 5.1 The scope of this policy extends to all indigent households within BCM rather than individuals, whether registered as indigent with BCM or not.
 - 5.2 Strenuous efforts are made to ensure that all who qualify as indigent are recognised and receive all services, grants and rebates that they are entitled to.
 - 5.3 The definition of an indigent household in Buffalo City is as determined from time to time by the Council.
 - 5.4 This policy needs to be applied in conjunction with the Equitable Share Policy of the National Treasury as equitable share is an important component of the funding to be used to subsidise the provision of free basic services to the indigent.

The relationship between key policies of the 3 tier governments is shown below:-

Relationships of Government Policies



6. Strategic Objective

- 6.1 The objective of this policy is an attempt to close the gap between those who are indigent and other citizens of BCM, through the targeted assistance with free allocations of electricity, water and other services, together with broader based access to housing, community services, employment initiatives and basic health care. This objective should ensure that all citizens of BCM are able to participate in the community, and are not barred through their indigent status.
- 6.2 The long term objective is to move those who are indigent away from the need for free basic services and other support measures into a more positive developmental role as ratepaying citizens of the community.

7. Guidelines relating to free basic services which complement this policy

It is also recognized that there are several existing sector-specific strategies and guidelines relating to free basic services which complement this policy, including:

- Free basic water strategy and guideline prepared by the Department of Water Affairs and Forestry (DWAF).
- Free basic sanitation strategy and guideline also prepared by DWAF.
- Guideline on tariffs for municipal solid waste services prepared by the Department of Environmental Affairs and Tourism.
- Electricity basic support tariff (free basic electricity) policy prepared by the Department of Minerals and Energy.
- The Property Rates Act, which provides for zero-rating of low value properties, thereby ensuring that households on these properties gain access to a package of public services free.

8. Policy Objectives

- 8.1 In support of the above principles, the first objective of this policy will be to ensure that the indigent get **physical access** to services. This means that the necessary capital infrastructure , including water supply, sanitation and refuse removal systems are in place. Similarly, if the services required are not properly **operating or maintained**, the indigent do not have access either and continue to live without the necessities of life. In order for these services to be provided, an arrangement of subsidies needs to be put in place and that these subsidies are properly **targeted** in such a way that the indigent benefit and that those who are not indigent pay.
- 8.2 The provision of a range of basic services (the “basket of services” approach) in the community in a sustainable manner within the financial and administrative capacity of the Council.

- 8.3 The financial sustainability of free basic services through the determination of appropriate tariffs that contribute to such sustainability through cross-subsidisation.
- 8.4 Establishment of a framework for the identification and management of indigent households including a socio-economic analysis where necessary and an exit strategy.
- 8.5 The provision of procedures and guidelines for the subsidisation of basic charges and the provision of free basic energy to indigent households and
- 8.6 Cooperative governance with other spheres of government.
- 8.7 Detailed procedures will be decided from time to time and do not form part of this document. However, the framework for procedures includes:
 - A registration process where municipality actively canvass residents for information on their qualification for the indigent subsidy, as opposed to residents making their own enquiries as to their status. This includes communication campaigns and more general reminders about the right to claim, as well as specific information around the claims procedure.
 - The granting of a subsidy only to those who have correctly registered, with procedures around the detection of fraud and changes in circumstance e.g income levels rising above the threshold for subsidy.
 - The active participation of Ward Councillors in the identification of indigent households and the explanation of the scheme to residents in their Ward.
 - A review and audit procedure where those in receipt of the indigent subsidy are checked from time to time on their continuing qualification for subsidies, and where the procedures themselves are reviewed for continuing efficiency, relevance and effective targeting of the indigent in the Municipality.
 - An exit strategy around the continuing need for support from the municipality.

9. Key Principles

The municipality promotes the following principles:

- 9.1 To ensure that the Equitable Share received annually will be utilized for the benefit of the poor only and not to subsidise rates and services charges of those who can afford to pay.
- 9.2 To link this policy with the IDP, local economic development initiatives and poverty alleviation programmes and other relevant Council policies.
- 9.3 To promote an integrated approach to free basic service delivery and other social services provided by the municipality.

9.4 To engage the community in the development and implementation of this policy.

The guiding principles used for **targeting the indigent** are:

9.5 **Equity:** the subsidy promotes both horizontal equity (people are treated equally across the municipality in the way tariffs influence their access to services) and vertically (groups with greater ability to pay should pay more).

9.6 **Efficiency:** incentives are provided for efficient production and allocation of services.

9.7 **Environmental sustainability:** tariffs and subsidies promote the delivery of services in an environmentally sustainable manner.

9.8 **Financial viability:** subsidies must be affordable.

9.9 **Promotion of local economic development:** tariffs and subsidies should work to enhance the impact on local economic development.

9.10 **Implementability:** the policies chosen are straightforward to implement

10. Targeting and Qualification criteria

There are several ways in which the indigent can be targeted for the indigent subsidy and the wider social services provided by a municipality, including service levels, service consumption, property value, household income and geographic (zonal) targeting. Buffalo City Municipality has targeted its indigent households through the socio-economic information and performance indicators contained in the IDP, local economic development initiatives and its other poverty relief programmes.

The Municipality has, within its financial and institutional capacity, chosen to use the following qualification criteria:

10.1 **Means testing:** A single household where the combined income of the household (gross household income) does not exceed the poverty threshold value, as determined by Council from time to time or state social grants excluding child grants per month.

10.2 **Property ownership:**

- living in a property owned by a member of the household, with the homeowner residing at that property.
- Any occupant or resident of the single household referred to in 9.1 above may not own any property in addition to the property in respect of which indigent support is provided.
- Property of indigent household may be inspected annually to determine validity of application or indigency.

- 10.3 **Registration:** The household must be a resident of and have a registered account with the Municipality, except that the requirement of being registered as an account holder does not apply to households in informal settlements where no accounts are rendered, nor in rural areas where no accounts are rendered.
- 10.4 **South African citizens or recognised refugees:** Members of the household must be South African citizens (with ID card) or have recognised refugee status (proof of status needed).
- 10.5 **Tenants:** A tenant or occupier as described in Council Credit Control Policy can apply for the benefits in respect of the charges he/she is billed for while the landlord remains liable for all ownership related charges such as rates.
- 10.6 **Deceased estates:** The account of a deceased estate may be subsidised if the surviving spouse or dependants of the deceased who occupy the property apply for assistance.

11. Service levels

The extent of the monthly indigent support granted to indigent households will be based on budgetary allocations for a particular financial year and the tariffs determined for each financial year. Within the above framework, and striving to create a situation where poor households will be granted access to a full social package, the following assistance and support will be granted:

11.1 **Water**

Each registered indigent household shall receive water subsidised to a maximum approved by the Council from time to time.

11.2 **Electricity**

Each registered indigent household shall receive electricity subsidised to a maximum approved by the Council from time to time. This subsidy may also apply to registered indigent households in rural areas where Eskom is the electricity supplier.

11.3 **Refuse removal**

Each registered indigent household shall be subsidised for refuse removal as provided for in the annual budget.

11.4 **Sanitation**

Each registered indigent household shall be subsidised for sanitation as provided for in the annual budget.

11.5 **Property rates**

Each registered indigent household shall be subsidised for property rates as provided for in the annual budget as approved by Council.

11.6 **Rental (Dwellings and Sites)**

Subsidy will be granted in respect of all dwellings or sites belonging to the municipality up to maximum amount of subsidy as approved by Council annually.

11.7 **Fire levy**

Subsidy will be granted in respect of fire levies up to maximum approved by Council.

The total social package will not exceed the amount budgeted for social packages as approved by Council.

11.8 **Alternative energy sources**

Indigent households in informal settlements where no electricity is available may, on application, be provided with alternative energy sources including, but not limited to: paraffin, fire gel, liquefied petroleum gas, etc., provided that procurement of service providers or services shall be subject to the Supply Chain Management Policy and procedures of the Municipality and that the support given does not exceed the threshold or value of free electricity given to other indigent households.

11.9 **Housing assistance**

Housing assistance is provided as a means of technical, rather than financial support. The municipality must ensure that sufficient land is identified within the municipality, in appropriate locations, for all the residents in the municipality and that the necessary planning is undertaken to ensure that this land can be properly developed. Further, to ensure that funding available from the province for housing is properly allocated to assist the indigent with access to serviced plots.

11.10 **Short term assistance**

An indigent person in incidental distress may, on application, be assisted for a period not exceeding twelve months subject to acceptable proof of such distress being submitted to Council. Incidental distress will mean a person who is:

- Temporarily unemployed
- Hospitalised
- Vacating their house eg sick, to be cared for by relatives

Such persons qualify for assistance if they are not receiving any assistance from any other source.

11.11 **Burials (Pauper Burials)**

In the event of a death of a dependent member of an indigent household, the municipality may, on application, exempt the household from the cost of digging and preparation of a grave, provided that the burial takes place in a municipal cemetery/within municipal area, subject to pauper burial policy.

11.12 **Transfer of properties**

In the event of the death of the title holder of a property in an indigent household, the Municipality may enter into agreements with local attorneys, the Legal Aid Board or the provincial Law Society for the transfer of the property into the name of the successor at the lowest possible cost.

12. Indigent households in retirement centres

Indigent consumers living in retirement centres shall be eligible to qualify for assistance and support in terms of this policy, subject to the following rules and procedures:

- 12.1 The onus will be upon the board of trustees/managing agent/chairperson of the retirement centre to apply to the municipality for indigent status to be granted in respect of water consumption on behalf of the owners of those units who meet the criteria and conditions for qualification.
- 12.2 The onus will be upon the unit owner to apply to the municipality for indigent status to be granted in respect of property rates and service charges.
- 12.3 The representative of the retirement centre will submit applications to the Chief Financial Officer. These applications must be accompanied by a certified copy of the Sectional Title Plan of the retirement centre, which indicates the participation quota for each unit as registered in the Deeds Office.
- 12.4 The Indigent Section supervisor must verify all applications and must notify:
 - The representative of the retirement centre whether an application was successful or not with regard to water consumption and
 - The unit owner whether an application was successful or not with regard to property rates and other related charges
- 12.5 The Chief Financial Officer will credit:
 - the monthly municipal water account of a retirement centre with water charges, the amount of which shall be calculated by dividing the total number of kilolitres of water consumed by the centre by the number of units in the complex, up to a maximum as prescribed by the Council, for each unit that qualifies for assistance and
 - the general rates and refuse charges account of the unit owner with the full amount charged.

12.6 The representative of the retirement centre in respect of which monthly water credits are allowed under indigent support must ensure that such credits are offset against the monthly levies of the relevant individual units; such representative also being required once every six months, or at such intervals as may be determined by the municipality, to provide proof to the Chief Financial Officer that the monthly levies of poor households which qualify for assistance have been adjusted by the amounts credited to the account of the retirement centre.

13. Process Management

13.1 **Validity period**

The validity period for assistance will be for a maximum period of 12 months except for those in receipt of social grants. Existing indigent customers must reapply by end of April each year to renew their indigent status. Notification to this effect will be advertised annually and ward councillors informed of the indigent consumers that must renew their indigent status.

13.2 **Death of registered applicant**

In the event that the approved applicant passes away, the heirs of the property must re-apply for indigent support provided that the stipulated criteria are met.

13.3 **Publication of register of indigent households**

Names of indigent beneficiaries must be open for public perusal and comment. Written objections from the public must be referred to the Indigent Support Supervisor who will be responsible for investigating the validity of the complaint and for taking appropriate action.

13.4 **Excess usage of allocation**

If the level of consumption of the indigent household exceeds the total package of free basic services as approved by the Municipality, from month to month or exceeds the monthly charges raised on the indigents account; the household will be obliged to pay for the excess consumption on a monthly basis. Such accounts will be subject to the Municipality's credit control and debt collection measures.

13.5 **Termination of indigent support**

Indigent support will be terminated under the following circumstances:

- Death of the account holder.
- End of the 12 month cycle, except for those in receipt of social grants.
- Upon change of ownership of the property in respect of which support is granted.

- When circumstances in the indigent household have improved in terms of gross income threshold as prescribed by Council.
- If the applicant is found to have lied about his/her personal circumstances or has furnished false information regarding indigent status, in which case the following will apply:
 - All arrears will become payable immediately
 - Stringent credit control measures will apply and
 - The applicant will not be eligible to apply for indigent support for a period of two years.

13.6 **Audit and Review**

The Municipality may conduct regular audits of the indigent register with regard to

- the information furnished by applicants,
- possible changes in status,
- the usage of allocations and debt collection measures applied and
- where necessary review the status of applicants.

The frequency of such audits will be 3 years depending on the institutional capacity of the Municipality to do so.

Monthly targeted audits and reviews should be undertaken, with a complete review scheduled for at least every 3 years.

13.7 **Exit programme**

Members of households registered as indigent must be prepared to participate in exit programmes coordinated by the Municipality in collaboration with other government departments and the private sector.

As part of its poverty reduction programme, the Municipality undertakes to provide for the participation and accommodation of indigent persons in its local economic development initiatives and in the implementation of integrated development programmes where possible.

Buffalo City Municipality will promote the exit from indigence by:

- Identifying indigents for inclusion in public works projects
- Initiating local job creation projects such as cleansing operations, small infrastructure projects etc.
- Facilitation of opportunities to enter the informal trade market
- Facilitation of food security projects and
- Liaison with national and provincial Departments to include indigent persons in their public works programmes.

14. Monitoring and reporting

The Chief Financial Officer shall report monthly to the Municipal Manager in a suitable format to enable the Municipal Manager to report to Council and other interested parties. Such report shall reflect on:

- Number of indigent households who applied and were approved
- Time taken to process and finalise applications
- Site visits undertaken
- Amount of subsidy allocated per service category
- Amount of debt accumulating and debt recovery information, ideally divided into wards, domestic, state, institutional and other such divisions
- Performance of all areas against targets set in the municipality's performance management system
- Changes in the registered status of indigents
- Awareness initiatives
- Exit initiatives

15. Appeals

Any aggrieved person who was not successful in the application to be regarded as an indigent, may lodge an appeal to the Municipal Manager within a period of 14 days from the date on which the aforesaid decision was communicated to the applicant.

16. Capacity building

16.1 The municipality must ensure that all officials and councilors are appropriately capacitated in Free Basic Services in terms of the following key areas:

- Database management
- Demand and revenue management
- Policy and by-law implementation

ANNEXURE A

Assistance Procedures applicable to this policy

1. **Communication**

The municipality will develop a communications strategy in terms of which communities will be informed and educated in order to have a clear understanding of this policy, its implementation and limitations. Regular information dissemination regarding this policy through ward committees, community based organisations and face to face contact by means of imbizos will be undertaken.

Council will also embark on programs or campaigns to inform or identify households that are indigent, in order to register them on the Municipality's database, so that they can access the benefits and support in terms of this policy.

2. **Application/Registration**

A person applying for assistance must complete a formal indigent support application form approved by the Municipality and must meet the qualification criteria as stipulated in paragraph 9 of this policy.

The following procedure must be followed to register all indigents on the Municipality's database, namely:

- 2.1 Applicant collects prescribed application forms from the nearest Finance Department enquiry counter.
- 2.2 An official will explain to the applicant how to complete the form and also check if the applicant is already registered as an account holder or has a prepayment electricity meter.
- 2.3 Applicant submits the necessary documentation, namely:
 - Completed application forms, signed by Ward Councillor
 - South Africa Identification Document
 - Proof of income
 - Proof of residence
 - Proof of ownership of property
 - Marriage certificate if married, and copy of spouse's ID
 - Death certificate if deceased account holder
 - Affidavit if unemployed
- 2.4 The application form is recorded and applicant issued with a card or acknowledgement of receipt of application form.

- 2.5 Official checks that application is recommended and signed by relevant Ward Councillor.
- 2.6 Application form and attached documents are scrutinised for correctness of details.
- 2.7 Inspectors are sent to the household to verify status of applicant.
- 2.8 Incorrect or incomplete forms are returned to the applicant for rectification/completion.
- 2.9 The application is approved and signed by the Head of the Indigent Section OR if refused, is also submitted to the Head for consideration. The final decision is communicated in writing to the applicant.

3. Approved applications

All applications that meet the prescribed qualification criteria are then processed on the financial system.

A copy of the approved application is sent to the Prepaid Electricity Vending section for the applicant to be flagged as Indigent in the prepayment system. This ensures that the applicant gets his/her monthly free issue and is charged the indigent tariff.

The total monthly subsidy applicable on service charges will be reflected on the monthly statement of account after approval.

4. Provision of false information

If it is ascertained *before* the Indigent Subsidy has been granted that the applicant has provided false information on the application form, or does not stay on the property, the application will be referred to the Head of the Indigent Section to be declined and a letter written to the applicant to inform him/her of the outcome.

If it is established *after* the Indigent Subsidy has been granted that the household has submitted fraudulent information, then the subsidy will be immediately cancelled retrospectively from the date of implementation and the relevant Ward Councillor informed. A penalty fee will be charged to the account of the house owner.

ANNEXURE 5.4



BUFFALO CITY MUNICIPALITY

MUNICIPAL LONG-TERM BORROWING POLICY

2010/2011

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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 Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and / or other related legislation / regulations, has the same meaning as in that Act.

- “**Accounting Officer**” – means the Municipal Manager and *vice versa*;
- “**Act**” – means the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003);
- “**Chief Financial Officer**” – means an officer of the Municipality, designated by the Municipal Manager to be administratively in charge of the financial affairs of the municipality;
- “**Council**” or “**Municipality**” – means the Municipal Council of Buffalo City Municipality as referred to in Section 18 of the Municipal Structures Act;
- “**Creditor**” – in relation to a municipality, means any person or service provider to whom money is owing by the Municipality;
- “**Debt**” – means –
 - (a) a monetary liability of obligation created by a financing agreement, note, debenture, bond, overdraft or the issuance of municipal securities; or
 - (b) a contingent liability such as that created by guaranteeing a monetary liability or obligation of another.
- “**Delegatee**” – means an official / person delegated to perform tasks on behalf of another person;
- “**Financial Statement**” – means statements consisting of at least –
 - (a) a balance sheet (statement of financial position);
 - (b) an income statement (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 year ending 30 June;

- **“Financing Agreement”** means any long-term agreement, lease, installment purchase contract or hire purchase agreement under which the Municipality undertakes to pay the capital cost of property, plant or equipment over a period of time;
- **“Lender”** – in relation to a municipality means a person or service provider who provides debt finance to a municipality;
- **“Long Term Debt”** – means debt which is repayable over a period exceeding 12 months;
- **“Municipal debt instrument”** – means any note, bond, debenture or other evidence of indebtedness issued by a municipality, including virtual or electronic evidence of indebtedness intended to be used in raising debt;
- **“Security”** – means a lien, pledge, mortgage, cession or other form of collateral intended to secure the interest of a creditor;
- **“Short Term Debt”** – means a debt which is repayable over a period not exceeding 12 months;

2. INTRODUCTION AND BACKGROUND

The Municipality may only incur debt in terms of the Municipal Finance Management Act, Act No. 56 of 2003. The Municipality may incur two types of debt, namely short-term and long-term debt.

2.1 Short Term Debt

The Municipality may incur short-term debt only when necessary to bridge:

- (a) Shortfalls within a financial year during which the debt is incurred, in expectation of specific and realistically anticipated income to be received within that financial year; or
- (b) Capital needs within a financial year, to be repaid from specific funds to be received from enforceable allocations or long-term debt commitments.

The Municipality:

- (a) Must pay off short-term debt within a financial year; and
- (b) May not renew or refinance its short-term debt.

2.2 Long Term Debt

The Municipality may incur long-term debt for purposes of financing its long-term strategic objectives, as outlined in the Constitution of the Republic of South Africa, Act No. 108 of 1996, and Chapter 7 on Local Government, to:

- (a) Provide democratic and accountable government for local communities;
- (b) Ensure the provision of services to communities in a sustainable manner;
- (c) Promote social and economic development;
- (d) Promote a safe and healthy environment; and
- (e) Encourage the involvement of communities and community organizations in the matters of local government.

3. SCOPE AND APPLICATION

This policy governs the taking up of new loans, as well as the maintenance and redemption of existing loans. It specifically applies to:

- (a) Conditions under which municipal debt may be incurred;
- (b) Security;
- (c) Approvals;
- (d) Internal Controls,
- (e) Reporting & Monitoring Procedures; and
- (f) Financial viability.

4. OBJECTIVES

The objectives of this policy are to:

- (a) ensure compliance with the relevant legal and statutory requirements relating to municipal borrowing;
- (b) record the circumstances under which the Municipality may incur debt;
- (c) describe the conditions that must be adhered to by the Accounting Officer or his / her delegatee when a loan application is submitted to Council for approval;
- (d) set out the internal control measures applicable to the maintenance and redemption of loans;
- (e) ensure timeous reporting on the loans register as required by the Act and in accordance with Generally Recognised Accounting Practice; and
- (f) record the key performance indicators to ensure access to the money markets.

5. CONDITIONS UNDER WHICH MUNICIPAL DEBT MAY BE INCURRED

5.1 Statutory Conditions

The Municipality may incur debt, provided that:

- (a) The debt is denominated in Rand and is not indexed to, or affected by fluctuations in the value of the Rand to other currencies [Sect 47(a) of the Act];

- (b) The debt is approved by resolution of Council, signed by the Executive Mayor, and the Accounting Officer has signed the agreement or other document which creates or acknowledges the debt [Sect 46(2) of the Act];

- (c) The Accounting Officer has, at least 21 days prior to the meeting of the Council at which the resolution is to be considered, published a notice in a newspaper of general circulation:
 - (i) Stating particulars of the draft resolution, including the amount of the loan, the purpose of the loan to be incurred and the particulars of any security to be provided [Sect 46(3)(a)(i) of the Act]; and
 - (ii) Inviting the public to submit written representations to the Council in respect of the draft resolution [Sect 46(3)(a)(ii) of the Act].

- (d) The Accounting Officer has, prior to the adoption of the resolution, submitted an information statement to the Council setting out the purpose for which the debt is to be incurred, the anticipated total cost of credit over the repayment period, the essential repayment terms and particulars of any security to be provided [Sect 46(3)(b) of the Act];

- (e) The relevant resolution was adopted at a meeting of the Council which was open to the public; and

- (f) Where security is to be provided, the provisions of section 6 below have been complied with [Sect 47)(b) of the Act].

5.2 Administrative Conditions

- (a) To obtain Council's approval for a bank overdraft, call bond or short-term loan the Accounting Officer or his / her delegatee must submit:
 - (i) A cash-flow statement indicating the anticipated shortfalls and anticipated further income streams that will repay the short-term debt;

- (ii) Monthly cash-flow reports indicating progress towards the repayment of the bank overdraft, call bond or short-term loan.
- (b) To obtain Council's approval for a long-term loan the Accounting Officer or his / her delegatee must submit:
 - (i) The Bid Committee's recommendation after having obtained and evaluated quotations from at least three financial institutions stating the loan period (repayment period), comparable interest rates and administrative costs;
 - (ii) An operating budget reflecting the effect of the anticipated depreciation of the envisaged asset to be financed and / or capital costs on service charges; and
 - (iii) Statements from the financial institutions that the proposed instruments are in line with national legislation.

6. SECURITY

- (a) The Municipality may, by a resolution of the Council, authorise security to be provided for any of its debt obligations;
- (b) Without contravening the above point, the Municipality when incurring debt, may:
 - (i) Undertake to maintain revenues or specific charges, fees, tariffs or funds at a particular level or at a level sufficient to meet its obligations arising from that debt;
 - (ii) Undertake to effect payment directly from monies or sources that may become available and authorise direct access to such sources to ensure payment of those obligations;
 - (iii) Undertake to make provision in its budget for the payment of those obligations, including capital and interest;

- (iv) Undertake to deposit funds with the lender or a third party as security for the debt;
 - (v) Agree to specific payment mechanisms or procedures to ensure exclusive or dedicated payment to lenders, including payments into special purpose funds / accounts or other payment mechanisms / procedures;
 - (vi) Cede as security any category of revenue or rights to future revenue specified in the financing agreement or information statement contemplated in 5.1(d) above;
 - (vii) Undertake to have disputes resolved through mediation, arbitration or other dispute resolution mechanisms;
 - (viii) Agree to restrictions on debt which the Municipality may want to incur in future; and
 - (ix) Agree to such other arrangements as the Municipality may consider necessary and prudent.
- (c) A Council resolution authorizing the giving of security as referred to in 6.(a):
- (i) Must determine whether the asset or right with respect to which the security is given, is necessary for providing a minimum essential municipal service; and
 - (ii) If so, must indicate the manner in which the availability of the asset or right for the provision of that service will be protected.
- (d) If the resolution has determined that the asset or right is necessary for providing a minimum essential service, the lender to whom the municipal security is given, may not, in the event of a default by the Municipality, deal with the asset or right in the manner that would preclude or impede the continuation of the minimum essential municipal service.

- (e) A determination in terms of 6(c) that an asset or right is not necessary for providing a minimum essential municipal service is binding on the Municipality until the secured debt has been paid in full.

7. APPROVAL

- (a) Once Council approves the loan, the Accounting Officer has to enter into an agreement with the recommended financial institution on behalf of Council. The Chief Financial Officer must ensure that the terms and conditions are as originally agreed before the Council is committed;
- (b) All municipal loan commitments must be recorded in a Loans Register reflecting at a minimum the:
 - (i) Loan number;
 - (ii) Type of loan;
 - (iii) Financial institution;
 - (iv) Date issued;
 - (v) Purpose of loan;
 - (vi) Loan period;
 - (vii) Interest rate;
 - (viii) Installments (capital and interest);
 - (ix) Due dates (quarterly / half-yearly / yearly);
 - (x) Security (if any);
 - (xi) Final redemption date;
 - (xii) Opening balance at the beginning of the financial year;
 - (xiii) Amounts received during the financial year;
 - (xiv) Capital amounts redeemed during the financial year; and
 - (xv) Closing balance at the end of the financial year.
- (c) Sufficient provision must be made in the budget to depreciate assets linked to the loan;

8. INTERNAL CONTROL OVER BORROWINGS

8.1 Draw-down claims on loans

Regular claims must be prepared, signed and submitted for processing to the financing institution providing the loan facility.

The following supporting documents must be attached to each draw-down claim:

- (a) Signed copy of Certified Statement, signed by an authorised representative of the Municipality;
- (b) Signed copy of Application for Loan Draw-down, signed by an authorised representative of the Municipality; and
- (c) Expenditure summary listing the expenditure being claimed.

8.2 Repayments made on loans

Loans are paid at the end of each quarter, being September, December, March and June. Payments are made in terms of the amortization schedules or notices from the financing institution for the respective loans due for repayments

The following supporting documents must be attached to each loan repayment:

- (a) Signed copy of cheque requisition; and
- (b) Copy of amortization schedule or notice from financing institution detailing the capital and interest amounts due and payable.

8.3 Reconciliations between General Ledger / Loans Register and Financing Institutions

The following reconciliations are performed between the Loans Register, Statements / Amortization schedules of financing institutions and the

General Ledger and are examined by a senior official under the direction of the Chief Financial Officer:

- (a) Loans Register to General Ledger on a monthly basis;
- (b) Capital redemptions per the General Ledger to the redemptions schedule on a monthly basis;
- (c) Interest paid per the General Ledger to the interest schedules on a monthly basis; and

8.4 Documentation kept on record

The following loan documentation and certificates, at a minimum, must be safeguarded at all times:

- (a) Loan agreements;
- (b) Any applicable security agreements;
- (c) Copy of annual loans register;
- (d) Signed copies of monthly reconciliations;
- (e) Copies of all repayments made;
- (f) Copies of amortization schedules;
- (g) Copies of quarterly National Treasury returns.

9. REPORTING AND MONITORING PROCEDURES

Regular reporting mechanisms shall be put in place in order to assess the overall standing of the Municipality's borrowings and to ensure that the current borrowings comply with policy objectives, guidelines, applicable legislation and regulations.

As a minimum, the following reports shall be prepared:

9.1 For Internal Treasury management

- (a) A monthly schedule of loans detailing each loan; and
- (b) A monthly reconciliation of all interest / capital repaid and capital received.

9.2 For the Executive Mayor and Council

A monthly report, within 10 working days of each month, on the borrowing portfolio to the Executive Mayor and thereafter to the Finance Portfolio Committee for information, detailing:

- (a) Date issued;
- (b) Interest rate;
- (c) Loan number;
- (d) Reference number;
- (e) Redemption date;
- (f) Institution funding source;
- (g) Opening balance at the beginning of the financial year;
- (h) Amounts received during the financial year;
- (i) Capital amounts redeemed during the financial year; and
- (j) Closing balance at the end of the financial year.

9.3 For External parties

- (a) A schedule of the Municipality's borrowings must be published as part of the annual financial statements;
- (b) Any information to be submitted to the financing institutions and or security providers / guarantors as and when required.

10. FINANCIAL VIABILITY

- (a) The Accounting Officer or his / her delegatee must ensure that the Municipality is financially viable and will be able to access the capital market. A report in this regard must be submitted to Council after the completion of the financial statements at the end of every financial year;

(b) The Chief Financial Officer must complete a financial analysis of at least the following ratios and the achievement of the following targets / norms must be included in the report:

(i) Percentage of Total Debt to Assets:

$A = B / C \times 100$; were

- A = Percentage Debt in relation to Assets,
- B = [Long-term Liabilities + Current Portion of Long-term Liabilities],
- C = Total Assets
- *Target = Less than 10% (Note: End March 2010 = 3,8%)*

(ii) Percentage of Debt to Revenue:

$A = B / C \times 100$; were

- A = Percentage Debt in relation to Revenue,
- B = [Long-term Liabilities + Current Portion of Long-term Liabilities],
- C = [Total Income for the year – Operating Government Grants]
- *Target = Less than 35% of Revenue (Note: End March 2010 = 25%)*

(iii) Percentage of Capital Charges to Operating Expenditure:

$A = B / C \times 100$; were

- A = Percentage Capital Charges in relation to Operating Expenditure,
- B = Capital Charges,
- C = Operating Expenditure
- *Target = Less than 16% (Note: End March 2010 = 14%)*

(iv) Percentage of Interest Paid to Operating Expenditure:

$A = B / C \times 100$; were

- A = Percentage Interest Paid in relation to Operating Expenditure,
- B = Interest Paid,
- C = Operating Expenditure
- *Target = Less than 5% (Note: End March 2010 = 2,15%)*

(v) Percentage of Total Debt to Equity:

$A = B / C \times 100$; were

- A = Percentage Debt in relation to Equity,
- B = [Long-term Liabilities + Current Portion of Long-term Liabilities],
- C = Funds & Reserves
- *Target = Less than 10% (Note: End March 2010 = 4,32%)*

(vi) Gearing:

$A = B / C$; were

- A = Ratio of Equity in relation to Long-term Debt,
- B = Funds & Reserves,
- C = [Long-term Liabilities + Current Portion of Long-term Liabilities]
- *Target = Less than 25% (Note: End March 2010 = 23%)*

(vii) Current Ratio:

$A = B / C$; were

- A = Ratio of Current Assets in relation to Current Liabilities,
- B = Current Assets,
- C = Current Liabilities
- *Norm = Better than 2 : 1 (Note: End March 2010 = 1,47 : 1)*

(viii) Liquid Ratio:

$A = B / C$; were

- A = Ratio of Cash Assets in relation to Current Liabilities,
- B = Cash Assets (e.g. Call Deposits, Cash, Bank),
- C = Current Liabilities
- *Norm = At least 1.5 : 1 (Note: End March 2010 = 0,96 : 1)*

(ix) Percentage of Outstanding Debtors to Revenue:

$A = B / C \times 100$; were

- A = Percentage Outstanding Debtors in relation to Revenue,
- B = [Consumer Debtor + Other Debtors – Current Portion of Long-term Receivables],
- C = Total Income for the year
- *Target = Less than 18% (Note: End March 2010 = 15,2%)*

(x) Percentage of Personnel Cost to Operating Income:

$A = B / C \times 100$; were

- A = Percentage of Personnel Cost in relation to Operating Income,
- B = Personnel Cost,
- C = Operating Income
- *Norm = less than 30% of Operating Income (Note: End March 2010 = 28,33%)*

(c) The Accounting Officer must indicate the steps to be taken in order to address deviations from the set targets and / or any other actions required to ensure access to the capital market on a continuous basis.

11. ANNUAL REVIEW OF POLICY

This policy will be reviewed regularly or when so required by changes to legislation. Any changes to this policy must be adopted by Council and be consistent with the Act and any National Treasury regulations.

12. EFFECTIVE DATE

The effective date of this policy shall be

ANNEXURE 6

**DETAILED TARIFF
BOOK**

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
1		<u>ELECTRICITY TARIFFS AND CHARGES</u>						
1.1		Credit Metering						
1.1.1	EL0100	Scale 1A - Domestic						
a		Charge per kWh supplied; or	0.70741	0.09904	0.8065	0.86304	0.12083	0.9839
b		Basic charge per month or part thereof (payable whether or not any electricity is used)	20.39550	2.85537	23.2509	24.88251	3.48355	28.3661
1.1.2		Pre Payment Metering						
a		Scale 1B - Domestic	0.70741	0.09904	0.8065	0.86304	0.12083	0.9839
b		Scale 2B - Small Power Uses	0.83645	0.11710	0.9536	1.02047	0.14287	1.1633
1.1.3		Indigent Consumers and Pensioners [Pensioners not in receipt of a total monthly income from all sources (including income of the spouse) exceeding double the state pension payable per month will be eligible]						
a		First 50 kWh (Indigent) Pre Payment & Credit Metering	-	-	-			
b	BC0100	Scale 1C - Indigent & Pensioners Charge per kWh supplied	0.54428	0.07620	0.6205	0.62592	0.08763	0.7136
1.1.4	EL0200	Scale 2A - Small Power Users - Up to 50kVA: (Credit Metering)						
a		Charge per kWh supplied; or	0.71707	0.10039	0.8175	0.87483	0.12248	0.9973
b		Basic charge per month or part thereof (payable whether or not any electricity is used)	74.25361	10.39551	84.6491	90.58940	12.68252	103.2719
1.1.5	EL0300	Scale 3A - Large Power Users - 80kVA and above. Supply at a nominal voltage of 400V						
a		Basic charge per month or part thereof (payable whether or not any electricity is used)	340.16001	47.62240	387.7824	414.99521	58.09933	473.0945
b		Demand charge per month per kVA of the maximum demand supplied in the month.	104.85487	14.67968	119.5345	127.92294	17.90921	145.8322
c		An Energy charge for all electricity supplied in the month	0.28502	0.03990	0.3249	0.34772	0.04868	0.3964
1.1.6	EL0301	Scale 3B - Large Power Users - 1MVA and above. Supply at a nominal voltage of 11kV						
a		Basic charge per month or part thereof (payable whether or not any electricity is used)	511.29141	71.58080	582.8722	623.77552	87.32857	711.1041
b		Demand charge per month per kVA of the maximum demand supplied in the month.	108.55884	15.19824	123.7571	132.44178	18.54185	150.9836
c		An Energy charge for all electricity supplied in the month.	0.28502	0.03990	0.3249	0.34772	0.04868	0.3964
1.1.7		Scale 4 - Time-Of-Use						
a		Basic charge per month or part thereof (payable whether or not any electricity is used)	511.29141	71.58080	582.8722	623.77552	87.32857	711.1041
b		Monthly maximum Demand Charges during peak or standard periods						
b.1		During low demand months	41.98261	5.87757	47.8602	51.21878	7.17063	58.3894
b.2		During high demand months	46.54002	6.51560	53.0556	56.77882	7.94904	64.7279
c		Active Energy Charges						
		Low Demand	0.75722	0.10601	0.8632	0.92381	0.12933	1.0531
		Peak						
		Standard	0.42340	0.05928	0.4827	0.51655	0.07232	0.5889

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		Off Peak	0.24388	0.03414	0.2780	0.29753	0.04165	0.3392

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		High Demand						
		(June - Aug)						
		Peak	1.13989	0.15958	1.2995	1.39067	0.19469	1.5854
		Standard	0.47189	0.06606	0.5380	0.57571	0.08060	0.6563
		Off Peak	0.27073	0.03790	0.3086	0.33029	0.04624	0.3765
d		Standard periods. 30 minute integrating period.	0.10436	0.01461	0.1190	0.12732	0.01782	0.1451
1.1.8	EL0401	Scale 5 - Streetlighting						
a		A Basic charge per streetlighting luminaire per month, plus	4.62723	0.64781	5.2750	5.64522	0.79033	6.4356
b		A Demand charge per month per KW Installed plus	56.72498	7.94150	64.6665	69.20448	9.68863	78.8931
c		Energy charge: Streetlighting	0.49030	0.06864	0.5589	0.59817	0.08374	0.6819
d	EL0402	Energy Charge-Traffic Signals: for all electricity supplied in a month	0.59172	0.08284	0.6746	0.72190	0.10107	0.8230
1.1.9	EL0403	Scale 6 - Temporary and Itinerant						
a		Charge per kWh supplied or	1.81584	0.25422	2.0701	2.21532	0.31015	2.5255
b		Minimum charge per month or part thereof shall be charged whether electricity to this value is supplied or not.	97.73262	13.68257	111.4152	119.23380	16.69273	135.9265
1.1.10	EL0406	Scale 8 - Sportsfield lighting and Schools						
		Energy Charge						
		First 2000 kWh	1.02103	0.14294	1.1640	1.24566	0.17439	1.4200
		Next 8000kWh	0.75742	0.10604	0.8635	0.92405	0.12937	1.0534
		Above 10 000 kWh	1.06543	0.14916	1.2146	1.29982	0.18198	1.4818
		Minimum charge per month, or part thereof	134.69528	18.85734	153.5526	164.32824	23.00595	187.3342
1.1.11		Scale 9 - Renewable Energy FEED-IN Tariff						
		Feed-in Tariff negotiable UP TO the tariffs listed below. BCM reserves the right to approve / disapprove any generation of Electricity within its licensed area of supply, subject to certain conditions.						
		Technology:-						
		- Wind	1.25000	0.17500	1.4250	1.52500	0.21350	1.7385
		- Small Hydro	0.94000	0.13160	1.0716	1.14680	0.16055	1.3074
		- Landfill Gas	0.90000	0.12600	1.0260	1.09800	0.15372	1.2517
		- Concentrated Solar	2.10000	0.29400	2.3940	2.56200	0.35868	2.9207

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.	
1.2		Service Connection Fees (Subject To Standard Conditions Of Supply)							
1.2.1		Type kVA Range Type of Consumer Type of Connection Consumers C/B 30A Single Phase	A1 Overhead Supply 0-7 State Assisted RDP Housing Schemes Only From existing Low Voltage (LV) Reticulation to the readyboard mounted in the interior of the dwelling.	657.89	92.11	750.00	729.82	102.18	832.00
1.2.2		Type kVA Range Type of Consumer Type of Connection Consumers C/B 30A Single Phase	A2 Underground Supply 0-7 ENERGY SAVING Domestic / Commercial From existing LV Reticulation to the consumer's LV point of supply at a meter box mounted on the boundary of the consumer's premises .	5 647.37	790.63	6 438.00	6 268.42	877.58	7 146.00
1.2.3		Type kVA Range Type of Consumer Type of Connection Consumers C/B 70A Single Phase	A3 0-15 Domestic Commercial From existing LV Reticulation to the consumer's LV point of supply at a meter box mounted on the boundary of the consumer's premises .	10 014.04	1 401.96	11 416.00	11 115.79	1 556.21	12 672.00
1.2.4		Type kVA Range Type of Consumer Type of Connection Consumers C/B 70A Single Phase	A4 0-15 Domestic Commercial From existing LV O/H Reticulation to the consumer's Pre-Payment meter, up to 30 meters of 10mm Airdac.	6 857.02	959.98	7 817.00	7 611.40	1 065.60	8 677.00
1.2.5		Type kVA Range Type of Consumer Type of Connection	B1 50kVA ; 80A ; 400V Domestic , Commercial Credit Meter service. Medium residential and commercial three phase underground service.	13 698.25	1 917.75	15 616.00	15 205.26	2 128.74	17 334.00
1.2.6		Type kVA Range Type of Consumer	B2 50kVA ; 80A ; 400V Domestic , Commercial pre-payment Meter	18 664.04	2 612.96	21 277.00	20 716.67	2 900.33	23 617.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		Type of Connection Medium residential and commercial three phase underground service.						
1.2.7		Type kVA Range B3 50kVA ; 80A ; 400V 80kVA ; 125A ; 400V 150kVA ; 225A ; 400V 200kVA ; 300A ; 400V 315kVA ; 450A ; 400V 500kVA ; 700A ; 400V 800kVA ; 1200A ; 400V Type of Consumer Supply to Town House developments, Flats and Cluster Homes with individual Domestic Pre-Payment meters. Type of Connection Commercial underground service NOTE: Actual costs will be priced on an application and submission of the Design Package submitted by a Registered Electrical Consulting Engineer.	Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost		Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost	Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost		Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost
1.2.8		Type kVA Range C 50 (up to 40m, 16mm, 4 core cable) 80 (up to 100m, 35mm, 4 core cable) 150 (up to 100m, 120mm, 4 core cable) 200 (up to 100m, 185mm, 4 core cable) Any additional cable required will be charged at actual cost per meter. Type of Consumer Commercial / Industrial Type of Connection From existing LV Reticulation to the consumer's LV point of supply at a meter cubicle mounted on the boundary of consumer's premises or cubicle on consumer's premises or a meter room (Underground services). NOTE: If existing network has NO Capacity, the following percentage of Actual Cost will apply:- - 50kVA - 80kVA - 150kVA - 200kVA	25 303.51 53 421.93 87 231.58 114 550.88	3 542.49 7 479.07 12 212.42 16 037.12	28 846.00 60 901.00 99 444.00 130 588.00	28 087.72 59 298.25 96 827.19 127 151.75	3 932.28 8 301.75 13 555.81 17 801.25	32 020.00 67 600.00 110 383.00 144 953.00
			25% 35% 50% 65%		25% 35% 50% 65%	25% 35% 50% 65%		25% 35% 50% 65%

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
1.2.9		Type D kVA Range 315 500 630 800 Type of Consumer Domestic / Commercial Only Type of Connection The miniature substation to be situated on the consumer's site and on the street boundary. NOTE: The ACTUAL COSTS, including any extentions to the network will apply.	Actual Cost Actual Cost Actual Cost Actual Cost		Actual Cost Actual Cost Actual Cost Actual Cost	Actual Cost Actual Cost Actual Cost Actual Cost		Actual Cost Actual Cost Actual Cost Actual Cost
1.2.10		Type E kVA Range 315 500 630 800 Type of Consumer Commercial / Industrial Type of Connection Point of supply at a meter room situated adjacent to or integral with the substation building on the consumer's premises.	246 953.51 304 176.32 318 750.88 352 100.88	34 573.49 42 584.68 44 625.12 49 294.12	281 527.00 346 761.00 363 376.00 401 395.00	274 118.42 337 635.96 353 813.16 390 831.58	38 376.58 47 269.04 49 533.84 54 716.42	312 495.00 384 905.00 403 347.00 445 548.00
1.2.11		Type F kVA Range 1 MVA and above Type of Consumer Large Type of Connection Commercial or Industrial 11 kV supply from the Council's metered circuit breaker to the consumer's 11kV switchgear .	Actual Cost		Actual Cost	Actual Cost		Actual Cost
1.3		FEES, SERVICES AND CHARGES						
1.3.1		Conversion from Conventional Credit Energy Meter to Pre-payment Meter						
		Fees payable:						
a.		Domestic/Commercial Single Phase Consumers	178.07	24.93	203.00	197.37	27.63	225.00
b.		Domestic/Commercial Three Phase Consumers	5 181.58	725.42	5 907.00	2 925.44	409.56	3 335.00

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1.3.2		<u>Conversion from pre-payment meter to conventional credit energy</u>	7 550.00	1 057.00	8 607.00	8 380.70	1 173.30	9 554.00
1.3.3		<u>Connection of New Supplies, Reconnection of Existing Supplies Temporarily Disconnected at the request of the Consumer.</u> The consumer shall, on application for a supply of electricity by means of a credit meter or for the reconnection of a supply to an installation temporarily disconnected at the request of the consumer, pay to the Chief Financial Officer.	106.14	14.86	121.00	118.42	16.58	135.00
1.3.4		<u>Amounts payable for First, Second and Third Line Actions</u>						
a		Successfully disconnected for non payment, First Line Action Fee	136.84	19.16	156.00	151.75	21.25	173.00
b		Unsuccessful First Line Action, A Second Line Action Fee	402.63	56.37	459.00	447.37	62.63	510.00
c		In the event of a Third Line Action Fee	1 198.25	167.75	1 366.00	1 329.82	186.18	1 516.00
d		Service installation disconnected and isolated for non-compliant wiring	350.00	49.00	399.00	388.60	54.40	443.00
1.3.5		<u>Amounts Payable for Tampering with Electricity Meters or Metering Installations</u>						
a		Metering shall be removed and returned to workshop for accuracy compliance and the metering installation tested.	2 092.11	292.89	2 385.00	2 321.93	325.07	2 647.00
b		Metering shall be removed and returned to workshop for accuracy compliance and the metering installation tested. Second occasion	3 485.96	488.04	3 974.00	3 869.30	541.70	4 411.00
c		Metering shall be removed and returned to workshop for checking, third time	5 574.56	780.44	6 355.00	6 188.60	866.40	7 055.00
d		Where disconnected as a result of the illegal bypassing of a meter, meter tampering or for tampering with the metering installation, for:						
d.1		Business or commercial connection, where the minimum charge shall be the greater of R6485 or an amount equivalent to 20% of the average monthly electricity consumption; per connection				5 688.60	796.40	6 485.00
d.2		Retrofit of business meter to an Automated Meter Reading (AMR) type meter Note: Where a business customer has tampered with municipal metering, the applicable penalty charge will comprise of both fees indicated in terms of d.1 & 2				5 279.82	739.18	6 019.00
1.3.6		<u>Call outs of Council Employees</u>						
a		07h00 -17h00 On Weekdays	192.98	27.02	220.00	214.91	30.09	245.00
b		17h00 - 07h00 On Saturdays & Sundays	246.49	34.51	281.00	273.68	38.32	312.00
c		Inspection of electrical wiring installations on request. Payable in advance						
c.1		Domestic installations	398.25	55.75	454.00	442.11	61.89	504.00
c.2		Other installations, per hour or part thereof	224.56	31.44	256.00	250.00	35.00	285.00
1.3.7		<u>Re-inspection of Electrical Installation</u>						
a		Payable in advance in respect of the re-inspection and / or testing of an installation necessitated by the failure of an installation to pass the first inspection / test	192.98	27.02	220.00	214.91	30.09	245.00

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b		Any subsequent inspection / test or per inspection or test.	253.51	35.49	289.00	280.70	39.30	320.00
1.3.8		Alterations to Existing Service Connections Charges for alterations to existing service connections shall be the costs as computed by the General Manager : Electrical & Mechanical Services.						
1.3.9		Special or Check Readings of Service Meters The fees payable in advance by consumers to the Chief Financial Officer for special or check readings of service meters, for each reading	72.81	10.19	83.00	80.70	11.30	92.00
1.3.10		Testing of Service Meters A consumer shall have the right at any time to have the meter, on the readings of which his account is based, tested by the Council on depositing with the Chief Financial Officer the sum of	133.33	18.67	152.00	148.25	20.75	169.00
		Such deposit shall be refunded if the meter error is found to be greater than plus or minus 2,5% and the account will be adjusted.						
1.3.11		Consumer Deposits In the case of the following categories of consumers, the estimated charges for a supply of electricity for a period of three (3) months .						
a		All new consumers in flat premises						
b		Transfer of supplies to flat premises						
c		All consumers upon discontinuation of supplies due to non-payment of accounts	1 173.68	164.32	1 338.00	1 431.58	200.42	1 632.00
d		All consumers in default through non-payment of account by the set due date on more than one occasion as may be determined by the Chief Financial Officer from time to time in the light of the prevailing circumstances.						
e		Council resolved that the indigent do not pay a deposit for services or rental.						
f		The rental deposit for all council property is equal to one months rent. In the case of all other consumers, the estimated charges for a supply of electricity for a period of two (2) months, subject to a minimum of:	1 173.68	164.32	1 338.00	1 431.58	200.42	1 632.00
		Provided further that all new consumers deposits may be reviewed after a period of six (6) months to ascertain a realistic value of deposit and the consumer called upon to deposit any additional amount revealed in the review.						

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g		Deposit per kVA (VAT not applicable)	231.00		231.00	282.00		282.00
1.3.12		Electricity connection in the case of the following categories of pensioners shall be:						
a		Old Age Social Welfare Pensioners, subject to the applicant producing his / her Old Age Social Welfare Pension Card.	121.93	17.07	139.00	135.96	19.04	155.00
b		An amount to be determined by the Chief Financial Officer at his discretion, in respect of other pensioners of a category similar to those mentioned in (a) above, subject to their producing acceptable evidence of the amount of their pensions.						
1.3.13		Availability Charges (Per month) In respect of any vacant property, which is not connected to the electricity supply of the Council and which in the opinion of the Council can reasonably be so connected, a charge per month shall become due and payable by the registered owner of such property on the date upon which electricity.						
a		Domestic	38.60	5.40	44.00	42.98	6.02	49.00
b		Non Domestic	78.95	11.05	90.00	87.72	12.28	100.00
1.3.14		Interest Interest, at the set rate as provided for in terms of Sect 64(2)(g) of the Municipal Finance Management Act (Act 56 of 2003), will be charged on all electricity accounts not paid on the due date and that part of a month be considered to be a full month on the application of the interest charged.						
1.3.15		Sale of Equipment						
a		Standard night latch	172.81	24.19	197.00	192.11	26.89	219.00
b		Standard padlock						
b.1		- Standard padlock - meter room	122.81	17.19	140.00	135.96	19.04	155.00
b.2		- Standard padlock - substation	122.81	17.19	140.00	135.96	19.04	155.00
c		Meter box single phase including disconnect and reconnect	584.21	81.79	666.00	649.12	90.88	740.00
d		Meter box three (3) phase including disconnect and reconnect	646.49	90.51	737.00	717.54	100.46	818.00
1.3.16		Temporary Builders Supply						
a		Single phase	535.09	74.91	610.00	593.86	83.14	677.00
b		Three Phase up to 70A	655.26	91.74	747.00	728.07	101.93	830.00

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1.3.17		<u>Change of Metering</u>						
a		Change single phase to three phase meter	2 373.68	332.32	2 706.00	2 635.09	368.91	3 004.00
b		Change three phase to C.T. Metering (80kVA and above)	2 698.25	377.75	3 076.00	2 995.61	419.39	3 415.00
c		Provision of additional single phase meter	959.65	134.35	1 094.00	1 065.79	149.21	1 215.00
1.3.18		<u>Disconnection and Reconnection</u>						
a		Disconnection and Reconnection for fumigation	309.65	43.35	353.00	343.86	48.14	392.00
1.4		<u>ELECTRICITY BYLAW FINES</u>						
1.4.1		Appliance with a rating greater than 15KVA connected to the network without approval.				438.60	61.40	500.00
1.4.2		<u>Copper Theft</u>						
a		Theft of Material						Immediate Arrest
b		Buying of stolen material						Immediate Arrest
1.4.3		<u>Disconnection</u>						
a		Disconnection of Service for Non-Payment				151.75	21.25	173.00
b		Disconnection of Service for Non SANS10142 Wiring Compliance				151.75	21.25	173.00
1.4.4		Damage to Buffalo City Municipality's installed equipment				438.60	61.40	500.00
1.4.5		<u>Illegal Connection and Reconnection</u>						
a		Illegal Service Connection - User / Consumer				438.60	61.40	500.00
b		Illegal Service Connection - Connector						Immediate Arrest
c		Illegal Reconnection of Disconnected Service				438.60	61.40	500.00
1.4.6		Interference with other consumers' equipment				263.16	36.84	300.00
1.4.7		Failure to comply with Issued Notice				175.44	24.56	200.00

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1.4.8		Failure to register as a New Electricity User after a Two Week grace period has lapsed				438.60	61.40	500.00
1.4.9		Improper use of electricity				438.60	61.40	500.00
1.4.10		Incorrect Power Factor at business premises				877.19	122.81	1 000.00
1.4.11		Property Access to inspect equipment is denied				263.16	36.84	300.00
1.4.12		Refusing to provide information				175.44	24.56	200.00
1.4.13		Rendering false information				175.44	24.56	200.00
1.4.14		Refusal of admittance				175.44	24.56	200.00
1.4.15		Restricted access to meter room				175.44	24.56	200.00
1.4.16		Resale of electricity without a license or approval				175.44	24.56	200.00
1.4.17		Selling or supplying electricity without authority				438.60	61.40	500.00
1.4.18		Standby Equipment connected to network without authority				438.60	61.40	500.00
1.4.19		<u>Tampering with Electricity Meters or Metering Installations</u>						
a		<u>Domestic</u>						
a.1		Part 1 - Penalty				2 321.93	325.07	2 647.00
a.2		Part 2 - Disconnection Fee				311.40	43.60	355.00
a.3		Part 3 - Back dated Consumption (calculated based on estimated tampering period)						Calculated
a.4		Part 4 - New meter				960.53	134.47	1 095.00
b		<u>Business</u>						
b.1		Part 1 - Penalty (20% of average monthly consumption, with a minimum of)				5 688.60	796.40	6 485.00
b.2		Part 2 - New Automated Meter Reading (AMR) type meter				5 279.82	739.18	6 019.00
b.3		Part 3 - Back dated Consumption (calculated based on estimated tampering period)						Calculated
c		<u>Tampering with installed anti-tampering seals</u>				2 321.93	325.07	2 647.00
1.4.20		Use of an Electricity supply without a signed consumer agreement with the municipality				175.44	24.56	200.00
1.4.21		Unkept Substation Equipment Accommodation Room				175.44	24.56	200.00

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1.4.22		Unkept Meter Rooms				175.44	24.56	200.00
1.4.23		Unlocked Meter Rooms				175.44	24.56	200.00
2		<u>WATER TARIFF AND CHARGES</u>						
2.1		<u>Deposits</u> All consumers under this tariff will be required by the Chief Financial Officer to deposit with him a sum of money as security for payment of any water charges due, or which may become due to the Council. The amounts to be deposited shall be fixed by the Chief Financial Officer, with the minimum of:						
2.1.1		Domestic	235.96	33.04	269.00	262.28	36.72	299.00
2.1.2		Industrial	471.05	65.95	537.00	522.81	73.19	596.00
2.1.3		Others	235.96	33.04	269.00	262.28	36.72	299.00
2.1.4		Provided further that all commercial and industrial consumers' deposits may be reviewed on an annual basis to ascertain a realistic value of deposit and the consumer called upon to deposit any amount revealed in the review, and that the existing item (3) be numbered to read item (4).						
2.2		<u>Normal Consumption</u>						
2.2.1	WA0100	Domestic						

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		2009/10 2010/11						
		0 - 6 kl indigent 0 - 6 kl (indigent)	-	-	-	-	-	-
		0 - 6 kl (0)	5.16128	0.72258	5.8839	5.72902	0.80206	6.5311
		7 - 10 kl	5.26249	0.73675	5.9992	5.84136	0.81779	6.6592
		11 - 20 kl	7.30891	1.02325	8.3322	8.11289	1.13580	9.2487
		21 - 30 kl	9.47452	1.32643	10.8010	10.51672	1.47234	11.9891
		31 + kl	11.89000	1.66460	13.5546	13.19790	1.84771	15.0456
2.2.2	WA0200	Bulk / Industrial Supply	7.23652	1.01311	8.2496	8.03254	1.12456	9.1571
2.2.3		Prepayment water - Communal Standpipe Exceeding 6 kl	3.58904	0.50247	4.0915	3.98383	0.55774	4.5416
2.2.4		Prepayment meter - Consumers	Block Tariff		Block Tariff	Block Tariff		Block Tariff
2.2.5		Metered Fire Connection	7.23649	1.01311	8.2496	8.03250	1.12455	9.1571
2.2.6		Unmetered Fire Connection Per Month	81.12864	11.35801	92.4866	90.05279	12.60739	102.6602
2.3		<u>Punitive Tariffs And Controls When Water Availability Is Scarce</u>						
2.3.1		<u>Punitive Tariff 1A (By special resolution of Council)</u>						
a	WA0100	<u>Domestic</u>						
		2009/10 2010/11						
		0 - 6 kl indigent 0 - 6 kl (indigent)	-	-	-	-	-	-
		0 - 6 kl (0)	5.11481	0.71607	5.8309	5.67744	0.79484	6.4723
		7 - 10 kl	5.21510	0.73011	5.9452	5.78876	0.81043	6.5992
		11 - 20 kl	7.41982	1.03877	8.4586	8.23600	1.15304	9.3890
		21 - 30 kl	10.07622	1.41067	11.4869	11.18460	1.56584	12.7504
		31 + kl	13.21991	1.85079	15.0707	14.67410	2.05437	16.7285
b	WA0200	<u>Bulk / Commercial / Industrial Supply</u>	8.32208	1.16509	9.4872	9.23751	1.29325	10.5308
c	WA0300	<u>Schools</u>	5.12370	0.71732	5.8410	5.68731	0.79622	6.4835
d	WA0300	<u>Non -profit Organisations</u>	5.12370	0.71732	5.8410	5.68731	0.79622	6.4835
2.3.2		<u>Punitive tariff 1B</u>						
a	WA0100	<u>18 - 24 Months storage in sources of Bulk Water</u>						
		<u>Domestic</u>						
		2009/10 2010/11						
		0 - 6 kl indigent 0 - 6 kl (indigent)	-	-	-	-	-	-
		0 - 6 kl	5.16128	0.72258	5.8839	5.72902	0.80206	6.5311
		7 - 10 kl	5.26249	0.73675	5.9992	5.84136	0.81779	6.6592

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2.3.3 a	WA0100	11 - 20 kl 11 - 20 kl	7.30891	1.02325	8.3322	8.11289	1.13580	9.2487		
		21 - 30 kl Tariff x 5 21 - 30 kl Tariff x 5	9.47452	1.32643	10.8010	10.51672	1.47234	11.9891		
		31 + kl Tariff x 5 31 + kl Tariff x 5	11.89000	1.66460	13.5546	13.19790	1.84771	15.0456		
		<u>Punitive Tariff 2</u>								
		<u>12 - 18 Months storage in sources of Bulk Water</u>								
		<u>Domestic</u>								
			2009/10	2010/11						
			0 - 6 kl indigent	0 - 6 kl (indigent)	-	-	-	-	-	
			0 - 6 kl	0 - 6 kl	5.16128	0.72258	5.8839	5.72902	0.80206	6.5311
			7 - 10 kl	7 - 10 kl	5.26249	0.73675	5.9992	5.84136	0.81779	6.6592
2.3.4 a	WA0100	11 - 20 kl Tariff x 5 11 - 20 kl Tariff x 5	7.30891	1.02325	8.3322	8.11289	1.13580	9.2487		
		21 - 30 kl Tariff x 5 21 - 30 kl Tariff x 5	9.47452	1.32643	10.8010	10.51672	1.47234	11.9891		
		31 + kl Tariff x 10 31 + kl Tariff x 10	11.89000	1.66460	13.5546	13.19790	1.84771	15.0456		
		<u>RESTRICTIONS</u>								
		Use of all domestic sprinklers banned. Sportfields restricted to watering twice per week								
		<u>Punitive Tariff 3</u>								
		<u>9 - 12 Months Storage in sources of Bulk Water</u>								
		<u>Domestic</u>								
			2009/10	2010/11						
			0 - 6 kl indigent	0 - 6 kl (indigent)	-	-	-	-	-	
	0 - 6 kl	0 - 6 kl	5.16128	0.72258	5.8839	5.72902	0.80206	6.5311		
	7 - 10 kl	7 - 10 kl	5.26249	0.73675	5.9992	5.84136	0.81779	6.6592		
2.3.5 a	WA0100	11 - 20 kl Tariff x 5 11 - 20 kl Tariff x 5	7.30891	1.02325	8.3322	8.11289	1.13580	9.2487		
		21 - 30 kl Tariff x 20 21 - 30 kl Tariff x 20	9.47452	1.32643	10.8010	10.51672	1.47234	11.9891		
		31 + kl Tariff x 20 31 + kl Tariff x 20	11.89000	1.66460	13.5546	13.19790	1.84771	15.0456		
		<u>RESTRICTIONS</u>								
		Use of sprinklers and hosepipes banned. All watering to be done using hand-held containers								
		<u>Punitive Tariff 4</u>								
		<u>6 - 9 Months Storage in sources of Bulk Water</u>								
		<u>Domestic</u>								
			2009/10	2010/11						
			0 - 6 kl indigent	0 - 6 kl (indigent)	-	-	-	-	-	
	0 - 6 kl	0 - 6 kl	5.16128	0.72258	5.8839	5.72902	0.80206	6.5311		

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		7 - 10 kl 7 - 10 kl 11 - 20 kl Tariff x 10 11 - 20 kl Tariff x 10 21 - 30 kl Tariff x 20 21 - 30 kl Tariff x 20 31 + kl Tariff x 20 31 + kl Tariff x 20 In addition to the punitive tariffs applicable, a fine will be imposed.	5.26249 7.30891 9.47452 11.89000	0.73675 1.02325 1.32643 1.66460	5.9992 8.3322 10.8010 13.5546	5.84136 8.11289 10.51672 13.19790	0.81779 1.13580 1.47234 1.84771	6.6592 9.2487 11.9891 15.0456
b		RESTRICTIONS All watering with potable water banned.						
2.3.6		Less than 6 Months Storage in sources of Bulk Purchases. Water rationing in accordance with a Special Resolution of the Council						
2.4		Special Agreements						
	WA0500	Purified sewerage effluent tariff	0.32607	0.04565	0.3717	0.36194	0.05067	0.4126
		Tanker Sales Per Load	599.12	83.88	683.00	664.91228	93.08772	758.00
2.4.1	WA0300	Non -profit Organisations Water consumed for normal domestic purposes to be charged for in accordance with the bulk supply rate.	5.26	0.74	6.00	5.83860	0.81740	6.6560
2.4.2		Borehole Water (Kaysers Beach, Kidds Beach, Winterstrand) Plus a Discount Water used exclusively by schools and charitable organisations for swimming bath purposes or by sporting clubs for developing and maintaining sports grounds or by churches, charitable organisations and Old-Aged Homes for agricultural or horticultural purposes to be separately metered at the consumer's expense and charged for at the Bulk Supply rate less a discount.	5.26	0.74	6.00	5.83860	0.81740	6.6560
2.4.3		Building Water Where water from the mains is required for building works, the owner or builder shall apply on the prescribed form and pay the amounts set out below and any monthly accounts.	10%		10%	10%		10%
		Value of Building works FEES (Standard Connection Fee)	3 149.12	440.88	3 590.00	3 495.61	489.39	3 985.00
		DEPOSIT = 0,25 % of the total value of building work with a minimum of	482.46	67.54	550.00	535.09	74.91	610.00
		TARIFF (Bulk Supply Rate)	7.89	1.11	9.00	8.77	1.23	10.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
2.4.4		The deposit or balance thereof will be refunded on completion of the work Special Sales For special sales of water through a 15mm connection at Municipal standpoints or otherwise, menageries, circuses, shows, etc. a deposit as determined by the Chief Financial officer and the consumption charge shall be and thereafter for each succeeding kl the charge shall be:- A minimum charge be made for each connection, but any expenditure in excess of this amount shall be borne by the consumer on the basis of actual cost plus	Bulk Supply 518.42 15.00%	72.58	Bulk Supply 591.00 15.00%	Bulk Supply 575.44 15.00%	80.56	Bulk Supply 656.00 15.00%
2.5		Charges for Connections or Services The charges for new connections shall be as follows: Water deposits to be paid with connection charges in advance of work being carried out						
2.5.1		15 mm And 20 mm Domestic And Other Connections New Townships In townships where water connection leadings have been installed in advance by the developer the following charges will be levied:						
a		Installation of one meter complete with stopcock and meter box	1 208.77	169.23	1 378.00	1 342.11	187.89	1 530.00
b		Installation of two to four meters complete with stopcocks and meter boxes	949.12	132.88	1 082.00	1 053.51	147.49	1 201.00
c		Installation of five or more meters complete with stopcock and meter boxes	864.91	121.09	986.00	960.53	134.47	1 095.00
2.5.2		National and Housing Board Aided Township Where meters are to be installed, connection fees as in (1) above.						
2.5.3		Group Housing Schemes with Private Roads Where a bulk electricity meter is installed a bulk water meter will be installed, unless special application is made for individual water meters to individual title erven; Where a bank of individual electricity meters have been installed and the developer has laid internal mains and connection leadings to each property to municipal standards, individual water meters may be installed by the Council. Connection fees as per 2.5.1 above will be charged for individual meters installed by the Council. The Council will then read these meters and debit the individual title erven						
2.5.4		owners at the standard tariff rate. It is a precondition that unrestricted access to read the meters at all times is available before individual meters may be installed. Existing Township Areas						

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		New water meter connection leadings, complete with stopcock and meter box, to mains within 15 metres distance from the main, measured from the property boundary.	3 148.25	440.75	3 589.00	3 494.74	489.26	3 984.00
		New water meter connection leadings to main complete with stopcock and meter box in excess of 15 metre distance from the main, measured from the property boundary.	3 150.00	441.00	3 591.00	3 496.49	489.51	3 986.00
		Per metre in excess of 15 m for 15mm or 20mm diameter connection an additional charge per metre.	81.58	11.42	93.00	90.35	12.65	103.00
2.5.5		<u>Metered Water Connections 25 mm And Larger</u>						
a		New water connections up to 15m distance from the main, measured from the property boundary.						
a.1		<u>Normal Metered Connections</u>						
		25mm	4 258.77	596.23	4 855.00	4 728.07	661.93	5 390.00
		40mm	7 757.89	1 086.11	8 844.00	8 611.40	1 205.60	9 817.00
		50mm	9 901.75	1 386.25	11 288.00	10 991.23	1 538.77	12 530.00
		80mm	17 199.12	2 407.88	19 607.00	19 091.23	2 672.77	21 764.00
		100mm	23 347.37	3 268.63	26 616.00	25 915.79	3 628.21	29 544.00
		150mm	36 178.07	5 064.93	41 243.00	40 157.89	5 622.11	45 780.00
a.2		<u>Combination Meters</u>						
		50mm	22 196.49	3 107.51	25 304.00	24 637.72	3 449.28	28 087.00
		80mm	32 206.14	4 508.86	36 715.00	35 749.12	5 004.88	40 754.00
		100mm	44 109.65	6 175.35	50 285.00	48 961.40	6 854.60	55 816.00
		150mm	65 009.65	9 101.35	74 111.00	72 160.53	10 102.47	82 263.00
a.3		<u>Sprinkler Connections</u>						
		100mm (metered)	23 347.37	3 268.63	26 616.00	25 915.79	3 628.21	29 544.00
		150mm (metered)	36 178.07	5 064.93	41 243.00	40 157.89	5 622.11	45 780.00
b		New water connections in excess of 15m distance from the main measured from the property boundary. The above charges will be levied plus an additional charge of:	2.50%		2.50%	2.50%		2.50%
c		Subject to prior approval of the Council, connections outside the Buffalo City Municipal area will be subject to a surcharge of:	25.00%		25.00%	25.00%		25.00%
2.5.6		<u>Hire of Temporary Metered Standpipe Connections for Contractors</u>						

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		The charges for the installation and removal of a 50mm metered standpipe connection shall be: Plus a deposit to be lodged, which is refundable when this service is no longer required.	4 270.18	597.82	4 868.00	4 739.47	663.53	5 403.00
			830.70	116.30	947.00	921.93	129.07	1 051.00
2.5.7		<u>Flow and Pressure Test of Watermain</u> The fee for carrying out of a flow and pressure test at any particular area shall be per test.	914.91	128.09	1 043.00	1 015.79	142.21	1 158.00
2.5.8		<u>Charge for Visit of Serviceman</u> The owner or builder requesting the installation of a connection and does not clear the position, thus making the visit of the serviceman fruitless, shall pay a fee of: This fee will also be charged when a serviceman is called out for a problem on the consumers' internal system.	457.89	64.11	522.00	508.77	71.23	580.00
	a							
	b	The closing and re-opening of municipal stopcocks or valves, when requested by consumers, shall be carried out at a fee per visit of:	891.23	124.77	1 016.00	989.47	138.53	1 128.00
	c	A reconnection fee shall be charged for the insertion and removal of a restrictive washer during working hours and an additional charge will be levied if the restrictive washer is removed after hours, such an amount to be paid by the consumer prior to the removal of the washer.	117.54	16.46	134.00	130.70	18.30	149.00
2.5.9		<u>Repair of Meter Connection or Stopcock</u> Connections or stopcocks damaged by the owner or builder will be replaced or repaired at a fee per connection up to 25mm diameter. Fee per connection greater than 25mm diameter	953.51 1 524.56	133.49 213.44	1 087.00 1 738.00	1 058.77 1 692.98	148.23 237.02	1 207.00 1 930.00
2.5.10		<u>Disconnection of Water</u>	457.89	64.11	522.00	508.77	71.23	580.00
2.5.11		<u>Removal of Connections</u> Moving of connection from one position to another shall be charged at actual cost.						
	a							
	b	Where a meter has been temporarily removed at the request of the owner, the cost of replacing the meter at a later date will be	573.68	80.32	654.00	635.96	89.04	725.00
	c	Inspection of metered premises at the request of the consumer, for leakage or waste of water, per inspection, fee payable	457.89	64.11	522.00	508.77	71.23	580.00
2.5.12		<u>Removal or By-passing of Meters</u> Where a meter has been removed and/or by-passed by an occupier / owner a fee shall be charged for the replacement of the meter. A charge shall be levied for metered water used.	953.51 573.68	133.49 80.32	1 087.00 654.00	1 058.77 635.96	148.23 89.04	1 207.00 725.00

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2.5.13		<p>Availability Charge</p> <p>In respect of any vacant property, which is not connected to the water supply of the Council and which, in the opinion of the Council, can reasonably be so connected, a charge for each month or part thereof shall become due and payable by the registered owner of such property on the date upon which Domestic / Non Domestic water becomes due and payable.</p> <p>When the service is connected or disconnected, either wholly or partially, with the prior consent of the Director of Engineering Services, the charges shall be adjusted proportionately on a pro-rata basis and will exclude the month during which the disconnection is made. This will only apply provided the application is made in writing by the owner of the property within three (3) months from the date on which the service was disconnected.</p> <p>If the aforementioned requirements are not complied with by the owner of the property concerned, adjustments of the charge will only be made with effect from July of the financial year following the date on which written notification of the connection of the services is given by the owner or his agent.</p> <p>The registered owner of the property in respect of which this charge is payable shall be primarily liable for payment thereof. If, on the expiration of three (3) months from the date on which the charge became due and payable, the owner primarily liable has failed to pay such charge, a demand in writing shall be served on him requiring him to pay the amount stated therein within fourteen (14) days of the service thereof.</p> <p>Should the owner primarily liable for the charge fail to comply with the said charges, any person who at any time in the year in respect of which the charge is due:-</p> <p>(a) becomes the subsequent owner of the property concerned shall be liable for the charge for that financial year;</p> <p>(b) is or was the occupier of the property concerned shall be liable for such charge for that year up to the amount of the rent due by him but not yet paid.</p> <p>The persons referred to in (a) and (b) above shall be liable for the charge jointly and severally with each other and with the owner primarily liable. No legal proceedings shall be instituted against any person referred to in (a) and (b) above for the recovery of the charges unless and until a demand in writing shall have been served upon him requiring him to pay the amount stated therein within fourteen (14) days of the</p>	35.96	5.04	41.00	39.47	5.53	45.00

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		service thereof.						
2.6		General						
2.6.1		Should any consumer be dissatisfied with the meter readings and desire the meter tested, arrangements will be made for such test to be undertaken by the Director of Engineering Services, upon application being made on a form to be obtained from the Directorate of Engineering Services and upon a deposit with the Chief Financial Officer of a fee, which fee will be refunded in the event of the meter being found to be over recording more than 3% faster on such test. The consumer or his representative shall have the right to be present during the test and the result thereof shall be final and conclusive. If the meter is proved to be registering more than 3% fast on such test, the adjustment of the account will be on the same basis as in 2.6.2 hereof.	457.89	64.11	522.00	508.77	71.23	580.00
2.6.2		When a meter is found to be stopped and/or out of order, the quantity of water to be charged for during the period it was out of order shall be based on the average consumption of the previous three (3) months , or of nearest applicable uninterrupted three (3) month period previous or subsequent thereto, such period to be determined by the Director of Engineering Services. If the account, which shall be rendered either monthly or quarterly at the discretion of the Council, is not paid within a period of 21 days , the supply may be disconnected. The charge for reconnection shall be	457.89	64.11	522.00	508.77	71.23	580.00
2.6.3		Consumers' meters will be read as far as possible at intervals not exceeding three (3) calendar months, provided that the Council may in its discretion cause some meters to be read monthly. In assessing the charges due in respect of any scale of the Water Tariff, the nominal monthly consumption will be used and no allowance will be made should the intervals between the successive readings of the meter differ from three (3) calendar months in the case of quarterly readings or one (1) calendar month in the case of monthly readings by five (5) or fewer days. Should the interval between successive readings exceed this tolerance, the actual average monthly consumption and the actual period will be used to calculate the charge. Notwithstanding the reading of meters as provided in sub-paragraph (a) above, the Council reserves the right to render monthly accounts based on the average obtained over the past three (3) accounts or a lesser number if supply has not been taken for such a period, the adjustment in respect of the actual consumption to be made in						

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		<p>a subsequent account.</p> <p>A fee will be charged for reading a consumer's meter at the request of the consumer on a date other than that appointed by the Council.</p>	457.89	64.11	522.00	508.77	71.23	580.00
2.6.4		<p><u>Consumers Outside Buffalo City Municipal Area Not Covered by a Special Agreement</u> All water supplied to consumers outside the Buffalo City Municipal area will be at the discretion of the Council.</p>						
a								
b		Water will be supplied and charged at the standard prescribed tariff together with any surcharges or amendments which may be imposed from time to time, plus an outside of Municipal area charge of:	25.00%		25.00%	25.00%		25.00%
c		In the event of a special water rate being levied, consumers in this category will also be subject to provisions of such special rate and shall pay a levy equivalent to such water rate.						
d		The provision of water supply from the Municipal mains to a single property outside the municipal area will not be extended to any subsequent subdivision of such property; separate application will have to be submitted in respect of each such subdivision.						
e		The water supply will otherwise be provided in accordance with this Tariff and in terms of the Council's Water By-Law, promulgated under <u>Provincial Notice No. 440, dated 20 October 1932</u> , as amended.						
2.6.5		<p><u>Multi-Unit Development</u> All Holiday Flats, time share units, bulk metered home owners associations, occupational units and institutions may be bulk metered. In such cases the consumption to these complexes will be measured by a bulk meter / meters and each unit charged an unmetered unit service charge.</p>						
a								
b		In circumstances where the use of individual meters in a multi-unit development is not practical, the Director of Engineering Services may upon receipt of a written application from the owners, submit a report to Council setting out the reason(s) for a waiver to be granted to this requirement of the Water Regulations.						
c		Existing multi-unit developments that do not have individual meters and would be expensive to convert, and any multi-unit developments granted a waiver in terms of (b)						

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		shall pay the normal monthly service charge multiplied by the assessment number of units as if the complex was individually metered. * Current regulations require all new multi - unit developments to be individually metered and existing multi-unit developments to be converted to individual metering.						
3		<u>SEWERAGE TARIFFS</u>						
3.1		<u>East London, King Williams Town & Bisho</u>						
3.1.1		<u>Schedule of Annual Charges (per annum)</u> In respect of properties connected with Council's drainage scheme, the following charges for each calendar year shall become due and payable by the registered owner of the property on the same date upon which the Municipal Rates levied in terms of the Municipal Property Rates Act, No 6 of 2004, become due and payable.						
3.1.2		<u>Residential</u>						
a		<u>Small</u>	33.6258		38.33			
		Domestic	53.4358		60.92			
		Erf 0 - 300 m ²	403.51	56.49	460.00	447.37	62.63	510.00
		Erf 301 - 400 m ²	641.23	89.77	731.00	711.40	99.60	811.00
b		<u>Medium</u>						
		Flats:						
		Ordinary	1 121.05	156.95	1 278.00	1 244.74	174.26	1 419.00
		Complex	1 014.91	142.09	1 157.00	1 127.19	157.81	1 285.00
		Semi's	1 121.05	156.95	1 278.00	1 244.74	174.26	1 419.00
		Cluster Houses/Townhouses	1 387.72	194.28	1 582.00	1 540.35	215.65	1 756.00
		Domestic						
		Erf 401 - 800 m ²	1 667.54	233.46	1 901.00	1 850.88	259.12	2 110.00
c		<u>Large</u>						
		Domestic						
		Erf 801 - 1200 m ²	1 800.00	252.00	2 052.00	1 998.25	279.75	2 278.00
		Erf > 1200 m ²	1 961.40	274.60	2 236.00	2 177.19	304.81	2 482.00
d		Charitable Organisations, Churches, Halls and Sporting Bodies (Sewerage Groups 14, 04, 34, 24)	1 667.54	233.46	1 901.00	1 850.88	259.12	2 110.00

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e		Combined Charge						
		Spoornet (Sewerage Group 05) (Transnet) Pan Charge per pan	1 300.00	182.00	1 482.00	1 442.98	202.02	1 645.00
f		Schools (Sewerage Group 37) Area Charge plus Pan Charge per pan	1 921.05 453.51	268.95 63.49	2 190.00 517.00	2 131.58 503.51	298.42 70.49	2 430.00 574.00
g		Accommodation Establishments (Sewerage Group 06) Pan Charge per pan plus an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	852.63 34.21	119.37 4.79	972.00 39.00	946.49 37.72	132.51 5.28	1 079.00 43.00
h		Commercial (Sewerage Group 07) Pan Charge per pan plus an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	1 175.44 95.61	164.56 13.39	1 340.00 109.00	1 304.39 105.26	182.61 14.74	1 487.00 120.00
i		Industrial - Dry (Sewerage Group 17) Pan Charge per pan plus an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	1 369.30 124.56	191.70 17.44	1 561.00 142.00	1 520.18 138.60	212.82 19.40	1 733.00 158.00
j		Industrial - Wet (Sewerage Group 27) Pan Charge per pan plus an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	1 281.58 142.11	179.42 19.89	1 461.00 162.00	1 422.81 157.89	199.19 22.11	1 622.00 180.00
k		Municipal (Sewerage Group 47) Pan Charge per pan plus an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	1 300.00 35.96	182.00 5.04	1 482.00 41.00	1 442.98 39.47	202.02 5.53	1 645.00 45.00
l		Creches (Sewerage Group 08) Pan Charge per pan plus	444.74	62.26	507.00	493.86	69.14	563.00

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m		an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	27.19	3.81	31.00	30.70	4.30	35.00
		Hotels (Sewerage Group 09) Pan Charge per pan plus	676.32	94.68	771.00	750.00	105.00	855.00
		an annual area charge determined as follows: The square root of the area of the land in square metres x a rate of	51.75	7.25	59.00	57.02	7.98	65.00
		Availability Charge (Sewerage Group 10) Area Charge	701.75	98.25	800.00	778.95	109.05	888.00
o		Conservancy Tanks (Sewerage Group 11) Combined Charge	1 667.54	233.46	1 901.00	1 850.88	259.12	2 110.00
p		<u>Urinals - King William's Town</u>						
p.1		First 500mm	536.84	75.16	612.00	596.49	83.51	680.00
p.2		Each Additional 250mm	268.42	37.58	306.00	298.25	41.75	340.00
q		<u>Urinals - Breidbach</u>						
q.1		First 500mm	537.72	75.28	613.00	596.49	83.51	680.00
q.2		Each Additional 250mm	268.42	37.58	306.00	298.25	41.75	340.00
r		<u>Urinals - Bisho</u>						
		600mm or part thereof	785.96	110.04	896.00	872.81	122.19	995.00
3.1.3		<u>Conveniences During Building Operation (each)</u> For temporary toilets installed on building sites, the charge per pan for the full duration of the building activity (Section 3.1.2 not applicable).	957.02	133.98	1 091.00	1 062.28	148.72	1 211.00
3.1.4		<u>General</u> In respect of properties and/or additional facilities which are connected to the Council's Drainage Scheme, the charge shall be the pro-rata amount of the annual charge levied according to the month during which it was connected. Such charges shall become due and payable within thirty (30) days from and after the date upon which the property and/or additional facility was connected to the Council's drainage system. In respect of connections for special conveniences during building operations, the charge shall be payable in advance.						

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		<p>When the service to a property is disconnected, either wholly or partially, with the prior written consent of the Director of Engineering Services, the charges shall be adjusted proportionately on a monthly pro-rata basis and will exclude the month during which the disconnection is made.</p> <p>This will only apply provided the application is made in writing by the owner of the property within three (3) months from the date on which the service was disconnected</p> <p>In regard to the availability charges levied in terms of 3.1.2.n, where the service is connected to a property, the annual charge levied shall be adjusted proportionately on a monthly pro-rata basis, provided the application is made in writing within three (3) months from the date on which the service was connected.</p> <p>If the abovementioned requirements are not complied with by the owner of the property concerned, adjustments of the charges will only be made with effect from 1st July of the year following the date on which written notification is given by the owner or his agent.</p>						
		<p>In the case where any charge made or levied shall remain unpaid after three months from the date fixed by the Council for the payment thereof, interest thereon shall be charged and recovered by the Council for each month for which such charges remain unpaid. For the purpose of calculating interest, part of a month shall be deemed to be a month. The registered owner of the property in respect of which sewerage and sanitation charges are payable shall be primarily liable for payment thereof. If on the expiration of three (3) months from the date on which the charge became due and payable, the owner primarily liable has failed to pay such charge a demand in writing shall be served on him requiring him to pay the amount stated therein within fourteen days of the service thereof. Should the owner primarily liable for the charge fail to comply with the said demand, any person who at any time during the year for which the charge is due:</p> <p>(a) Becomes the subsequent owner of the property concerned shall be liable for the charge for that year.</p> <p>(b) Is or was the occupier of the property concerned, shall be liable for such charge for that year up to the amount of the rent due by him but not yet paid.</p> <p>The persons referred to in (a) and (b) above shall be liable for the charge jointly and severally with each other and with the owner primarily liable. No legal proceedings shall be instituted against any person referred to in (a) and (b) above for the recovery of the charge unless and until a demand in writing shall have been served upon him</p>						

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3.2		requiring him to pay the amount stated therein within fourteen days of the service thereof.						
3.2.1		<u>Sewer Connection</u> <u>Initial Connection</u> In respect of properties connected to Council's drainage system for the first time, the charge due and payable by the property owner or his agent shall be: - 100mm sewer connection 150mm sewer connection	1 473.68 1 841.23	206.32 257.77	1 680.00 2 099.00	1 635.96 2 043.86	229.04 286.14	1 865.00 2 330.00
3.2.2		<u>Additional Connection(s)</u> The "full cost" of constructing additional sewer connections(s) will be payable by the property owner or his appointed agent. Where such additional connection(s) obviates the use of the initial existing connection(s), the fee for the initial connection(s) as per item 3.2.1 shall be payable over and above the cost of construction the additional connection(s).						
3.3		<u>Charge for Visit of Serviceman</u> The Owner/Occupier requesting an inspection by a serviceman for sewerage problems or other appropriate circumstances where the Municipality is not responsible for maintaining the facility shall pay a fee including VAT	369.30	51.70	421.00	409.65	57.35	467.00
3.4		<u>Charge for Clearing Blocked Combined Drains</u>						
3.4.1		That the charge for clearing a blockage per property served by the combined drain, shared equally between the relevant owners / occupiers including VAT.	369.30	51.70	421.00	409.65	57.35	467.00
3.4.2		That the minimum amount be charged in cases where the clearance is found to be on the section of drain serving only one property; payable by the owner / occupier of that property including VAT.	736.84	103.16	840.00	817.54	114.46	932.00
3.5		<u>TRADE EFFLUENT</u>						
3.5.1		<u>General Formula</u> K1 + K2A + K3B + K4C + K5D where K1 = K2 = K3 = K4 = K5 = A = Volume in millilitres of settleable matter in one litre of trade effluent up to a	311.40 7.89 7.89 6.14 6.14	43.60 1.11 1.11 0.86 0.86	355.00 9.00 9.00 7.00 7.00	345.65 8.76 8.76 6.82 6.82	48.39 1.23 1.23 0.95 0.95	394.05 9.98 9.98 7.77 7.77

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3.5.2		<p>volume of 10 ml</p> <p>B = Volume in millilitres of settleable matter in one litre of trade effluent in excess of 10 ml</p> <p>C = Permanganate Value (settled trade effluent) in excess of 30mg/l up to 1000 mg/l</p> <p>D = Permanganate Value (settled trade effluent) in excess of 1000 mg/l</p> <p>Note firstly that terms K2A and K3B are only applied if the service includes settlement of any other form of sludge treatment, while the terms K4C and K5D are applied if the service includes treatment of the aqueous phase. Secondly, in the absence of analytical results to determine SS and PV, or where SS and PV are found to be less than 10 and 50 respectively, these shall be deemed to be 10 and 50 respectively.</p> <p>VAT is added on the final calculated charge</p> <p>Minimum Charge Applicable where effluent volume is less than 50kl/month and where settlement matter does not exceed 10ml per litre and where Permanganate Value does not exceed 50 mg/l, and all areas except those served by the Hood Point Marine discharge.</p> <p>The monthly minimum charge = K6 (K1 + K2A + K4C), where:- K6 = A = 10 C = (50-30)</p>	68.42	9.58	78.00	75.95	10.63	86.58
3.5.3		<p>Sea Discharge (Applicable in areas draining to Hood Point Marine discharge) Charge = K1 x K7 where K7 =</p> <p>Monthly minimum charge in cents = K7 x K6 x K1 (applicable where effluent volume is less than 50kl/month)</p>	2.63	0.37	3.00	2.63	0.37	3.00
3.5.4	a	<p>Various Categories Category number: 1 Location: Areas served by the Hood Point Marine discharge Service: Conveyance, screening and disposal Effluent volume: Less than 50 kl per month Effluent tariff (c/Kl) Minimum charge payable: [K7 x K6 x K1] = Rand per Month</p>	560.35	78.45	638.80	690.84	96.72	787.55
	b	<p>Category number: 2</p>						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
c		Location: All areas except those served by the Hood Point Marine discharge Service: Conveyance, full treatment and disposal Effluent volume: Less than 50 kl per month Effluent tariff (c/Kl) Minimum charge payable: [K6 (K1 + K2A + K4C)] = Rand per Month	351.06	49.15	400.21	432.54	60.56	493.10
		Category number: 3 Location: Areas served by the Hood Point Marine discharge Service: Conveyance, screening and disposal Effluent volume: In Excess of 50 kl/month, and assessed as a % of metered consumption Effluent tariff: [K7 x K1] = Cent per Kilolitre Minimum charge payable per month : Charge = volume x tariff, = R	818.98	114.66	933.64	909.61	127.35	1 036.95
	d	Category number: 4 Location: All areas except those served by the Hood Point Marine discharge Service: Conveyance, full treatment and disposal Effluent volume: In Excess of 50 kl/month, and assessed as a % of metered water consumption. Effluent tariff: [K1 + K2A + K4C] = Cent per Kilolitre Charge = volume x tariff, subject to monthly minimum charge of = R	513.10	71.83	584.93	569.56	79.74	649.30
e		Category number: 5 Location: Miscellaneous Service: Miscellaneous Effluent volume: In excess of 50 kl/month, and determined by direct effluent measurement, or by other means.						
		West Bank Effluent tariff: [K7 x K1] = Cent per Kilolitre	818.98	114.66	933.64	909.61	127.35	1 036.95
		East Bank Effluent tariff: [K1 + K2A + K4C] = Cent per Kilolitre	513.10	71.83	584.93	569.56	79.74	649.30
3.5.5		Surcharge The repeated discharge to Council's sewers of non-complying effluent can result in a surcharge being applied to the total trade effluent charge for any particular month. (Refer to Trade Effluent By-Laws).						

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		<p>NOTE: In terms of the By-Laws, the constants determining the tariffs are set by Council every six (6) months.</p> <p>All tariffs exclude VAT except where shown</p> <p><u>Removal of Conservancy Tank Effluent, Septic Tank Effluent and Pit Latrine</u></p>						
3.6		In respect of any property with improvements which is not connected to the sewerage supply of the Council to which a Conservancy Tank Service is rendered, a charge per annum for each financial year shall become due and payable by the Registered Owner of such property on date upon which Municipal Rates are levied in terms of the Municipal Property Rates Act, No. 6 of 2004, the above charges being for a clearance of at least once every 3 weeks per 4.5 kl load or part thereof.	1 930.70	270.30	2 201.00	2 142.98	300.02	2 443.00
3.6.1								
3.6.2		For additional services over and above service rendered in paragraph 3.6.1, the charge shall be per tickets, purchased and paid for prior to the tank being cleared. For the removal of effluent from pit latrines the tariff shall be per latrine per clearance. The charge shall be paid prior to the pit latrine being cleared.	159.65	22.35	182.00	177.19	24.81	202.00
3.6.3		Emergency Services rendered after hours / Week-ends shall be a double charge per 4.5 kl load or part thereof.	244.74	34.26	279.00	271.93	38.07	310.00
3.6.4		Outside the Municipal area the charge shall be per 4.5 kl load or part thereof, plus a transport charge per km measured from the Council's Chiselhurst Depot to the premises concerned and back.	244.74	34.26	279.00	271.93	38.07	310.00
3.6.5		For the removal of the contents of malfunctioning septic tanks the charge shall be per 4.5 kl load or part thereof.	315.79	44.21	360.00	350.88	49.12	400.00
3.6.6		For the removal of non-toxic industrial effluent or sludge the charge shall be per 4.5 kl load or part thereof.	504.39	70.61	575.00	559.65	78.35	638.00
3.6.7		In the case of any charge made or levied in terms of 3.6.1 above which remain unpaid after three months from the date fixed by the Council for the payment thereof, interest thereon shall be charged and recovered by Council at the standard rate of interest as provided for in terms of Sect 64(2)(g) of the Municipal Finance Management Act (Act 56 of 2003) for each month which such charges remains unpaid. For the purpose of calculating interest, part of a month shall be deemed to be a month.						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
3.6.8		For Municipal areas exempt from Item 3.6.1, as determined by Council, the charges shall be as follows: Within the Municipal area (Berlin) the charge shall be per 4.5 kl load or part thereof.	159.65	22.35	182.00	177.19	24.81	202.00
3.6.9		Parts per clearance per toilet. Clearances twice per week. Tickets purchased in advance.						
3.7		<u>Rates for stormwater connections and gutter crossings</u>						
3.7.1		Stormwater Connection - Domestic						
		100 mm Per Meter	223.68	31.32	255.00	248.25	34.75	283.00
		150 mm Per Meter	262.28	36.72	299.00	291.23	40.77	332.00
3.7.2		Gutter Crossings and Dished Entrances - Standard Type (Rate per slab 457 mm wide)						
		1 slab	315.79	44.21	360.00	350.88	49.12	400.00
		2 slabs	586.84	82.16	669.00	651.75	91.25	743.00
		3 slabs	821.05	114.95	936.00	911.40	127.60	1 039.00
		4 slabs	1 056.14	147.86	1 204.00	1 171.93	164.07	1 336.00
		5 slabs	1 254.39	175.61	1 430.00	1 392.11	194.89	1 587.00
		6 slabs	1 443.86	202.14	1 646.00	1 602.63	224.37	1 827.00
		7 slabs	1 614.91	226.09	1 841.00	1 792.98	251.02	2 044.00
		8 slabs	1 778.07	248.93	2 027.00	1 973.68	276.32	2 250.00
		9 slabs	1 903.51	266.49	2 170.00	2 113.16	295.84	2 409.00
		10 slabs	2 047.37	286.63	2 334.00	2 271.93	318.07	2 590.00
		11 slabs	2 183.33	305.67	2 489.00	2 423.68	339.32	2 763.00
		12 slabs	2 300.00	322.00	2 622.00	2 552.63	357.37	2 910.00
		13 slabs	2 435.09	340.91	2 776.00	2 702.63	378.37	3 081.00
		14 slabs	2 563.16	358.84	2 922.00	2 844.74	398.26	3 243.00
3.7.3		Gutter Crossings and Dished Entrances - Heavy Duty						
		1 slab	361.40	50.60	412.00	400.88	56.12	457.00
		2 slabs	649.12	90.88	740.00	720.18	100.82	821.00
		3 slabs	928.95	130.05	1 059.00	1 030.70	144.30	1 175.00
		4 slabs	1 208.77	169.23	1 378.00	1 342.11	187.89	1 530.00
		5 slabs	1 479.82	207.18	1 687.00	1 642.98	230.02	1 873.00

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3.8		6 slabs	1 705.26	238.74	1 944.00	1 892.98	265.02	2 158.00	
		7 slabs	1 921.93	269.07	2 191.00	2 133.33	298.67	2 432.00	
		8 slabs	2 156.14	301.86	2 458.00	2 392.98	335.02	2 728.00	
		9 slabs	2 354.39	329.61	2 684.00	2 614.04	365.96	2 980.00	
		10 slabs	2 543.86	356.14	2 900.00	2 824.56	395.44	3 220.00	
		11 slabs	2 733.33	382.67	3 116.00	3 034.21	424.79	3 459.00	
		12 slabs	2 922.81	409.19	3 332.00	3 244.74	454.26	3 699.00	
		13 slabs	3 094.74	433.26	3 528.00	3 435.09	480.91	3 916.00	
		14 slabs	3 257.02	455.98	3 713.00	3 614.91	506.09	4 121.00	
			<u>Ginsberg, R293 Townships (Dimbaza, Zwelitsha, Phakamisa & Ilitha)</u>						
			<u>Annual Sewerage Charges</u>						
			Domestic	857.89	120.11	978.00	951.75	133.25	1 085.00
			Urinals of 0.60 m or part thereof	785.96	110.04	896.00	872.81	122.19	995.00
			Commercial	1 462.28	204.72	1 667.00	1 622.81	227.19	1 850.00
		Bucket system	394.74	55.26	450.00	438.60	61.40	500.00	
4		<u>ASSESSMENT RATES</u>							
4.1		<u>Uniform Flat Rates</u>							
4.1.1		<u>Uniform Tariffs for Houses Not Built Under Private Development - Mdantsane</u>							

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
4.1.2		Water 17 Kl (Indigent)	72.81	10.19	83.00	80.70	11.30	92.00
		Water 17 Kl (Non-Indigent)	103.51	14.49	118.00	114.04	15.96	130.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	53.51	7.49	61.00	59.65	8.35	68.00
		Contribution towards rates will be used if actual rates are not available.	15.00		15.00	16.00		16.00
		Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00
4.1.2		<u>Uniform Tariffs for Houses Built Under Private Development - Mdantsane</u>						
		Water 17 Kl (Indigent)	73.68	10.32	84.00	81.58	11.42	93.00
		Water 17 Kl (Non-Indigent)	103.51	14.49	118.00	114.04	15.96	130.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	54.39	7.61	62.00	60.53	8.47	69.00
		Contribution towards rates will be used if actual rates are not available.	27.00		27.00	30.00		30.00
4.1.3		Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00
		<u>Uniform Tariffs for Houses With Inside Toilets - Gompo</u>						
		Water 17 Kl (Indigent)	72.81	10.19	83.00	80.70	11.30	92.00
		Water 17 Kl (Non-Indigent)	103.51	14.49	118.00	114.04	15.96	130.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	53.51	7.49	61.00	59.65	8.35	68.00
4.1.4		Contribution towards rates will be used if actual rates are not available.	23.00		23.00	26.00		26.00
		Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00
		<u>Uniform Tariffs for Houses With Outside Toilets - Gompo</u>						
		Water 17 Kl (Indigent)	72.81	10.19	83.00	80.70	11.30	92.00
		Water 17 Kl (Non-Indigent)	103.51	14.49	118.00	114.04	15.96	130.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
4.1.5		Sewerage	53.51	7.49	61.00	59.65	8.35	68.00
		Contribution towards rates will be used if actual rates are not available.	10.00		10.00	11.00		11.00
		Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00
		<u>Cambridge</u>						
		Water 17 Kl (Indigent)	72.81	10.19	83.00	80.70	11.30	92.00
		Water 17 Kl (Non-Indigent)	103.51	14.49	118.00	114.04	15.96	130.00
4.1.5		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	53.51	7.49	61.00	59.65	8.35	68.00
		Contribution towards rates will be used if actual rates are not available.	8.00		8.00	9.00		9.00
		Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00

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4.1.6		Braelyn						
		Water 17 Kl (Indigent)	72.81	10.19	83.00	80.70	11.30	92.00
		Water 17 Kl (Non-Indigent)	103.51	14.49	118.00	114.04	15.96	130.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	53.51	7.49	61.00	59.65	8.35	68.00
		Contribution towards rates will be used if actual rates are not available.	10.00		10.00	11.00		11.00
	Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00	
4.1.7		Tariff1 for One Roomed Houses - Gompo: C-Section						
		Water 6 Kl (Indigent)						
		Water 6 Kl (Non-Indigent)	31.58	4.42	36.00	35.09	4.91	40.00
		Refuse (Container Services)	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	34.21	4.79	39.00	37.72	5.28	43.00
		Contribution towards rates will be used if actual rates are not available.	5.00		5.00	5.00		5.00
	Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00	
4.1.8		Tariff2 for Two Roomed Houses - Gompo: C-Section						
		Water 6 Kl (Indigent)						
		Water 6 Kl (Non-Indigent)	31.58	4.42	36.00	35.09	4.91	40.00
		Refuse (Container Services)	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	34.21	4.79	39.00	37.72	5.28	43.00
		Contribution towards rates will be used if actual rates are not available.	8.00		8.00	9.00		9.00
	Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00	
4.1.9		Berlin Pit Latrins or Chemical Toilets						
		Water 6 Kl (Indigent)						
		Water 6 Kl (Non-Indigent)	31.58	4.42	36.00	35.09	4.91	40.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	34.21	4.79	39.00	37.72	5.28	43.00
		Contribution towards rates will be used if actual rates are not available.	5.00		5.00	5.00		5.00
	Fire Levy	20.18	2.82	23.00	22.81	3.19	26.00	
4.1.10		Mzamomhle Waterborne Sewerage						
		Water 6 Kl (Indigent)						
		Water 6 Kl (Non-Indigent)	31.58	4.42	36.00	35.09	4.91	40.00
		Refuse	87.72	12.28	100.00	97.37	13.63	111.00
		Sewerage	34.21	4.79	39.00	37.72	5.28	43.00
		Contribution towards rates will be used if actual rates are not available.	5.00		5.00	5.00		5.00
	Fire Levy	22.81	3.19	26.00	22.81	3.19	26.00	

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4.1.11		Amalinda Forest Township Water 17 Kl (Indigent) Water 17 Kl (Non-Indigent) Refuse Sewerage Contribution towards rates will be used if actual rates are not available. Fire Levy Areas that have not been electrified will receive an account that excludes the abovementioned electricity charge. 75% Reduction allowed in respect of rates.	72.81 103.51 87.72 53.51 10.00 22.81	10.19 14.49 12.28 7.49 10.00 3.19	83.00 118.00 100.00 61.00 10.00 26.00	80.70 114.04 97.37 59.65 11.00 22.81	11.30 15.96 13.63 8.35 11.00 3.19	92.00 130.00 111.00 68.00 11.00 26.00
4.2		Municipal Property Rates In terms of Chapter 2, Section 2(3) of the Local Government: Municipal Property Rates Act (Act No. 6 of 2004), the Municipality exercises the power to levy a rate on property subject to Section 229 and any other applicable provisions of the Constitution, the Property Rates Act and the Rates Policy as adopted by Council. In accordance the Property Rates Act, the following rates are hereby assessed and levied on all rateable properties for the year 1 July 2010 to 30 June 2011 :						
4.2.1		Residential Property (as defined in the Municipal Rates Policy) Rate in the Rand on Improved Market Value	0.005370	-	0.005370	0.005907	-	0.005907
4.2.2		Agricultural Property (as defined in the Municipal Rates Policy) Rate in the Rand on Improved Market Value	0.001340	-	0.001340	0.001477	-	0.001477
4.2.3		Public Service Infrastructure (as defined in the Municipal Rates Policy) Rate in the Rand on Improved Market Value	0.001340	-	0.001340	0.001477	-	0.001477
4.2.4		Commercial Property (as defined in the Municipal Rates Policy) Rate in the Rand on Improved Market Value	0.013420	-	0.013420	0.014768	-	0.014768
4.2.5		Educational Institutions (as defined in the Municipal Rates Policy) Rate in the Rand on Improved Market Value	0.003760	-	0.003760	0.004135	-	0.004135
4.2.6		Rural Communal Land (as defined in the Municipal Rates Policy) Rate in the Rand on Improved Market Value		-			-	

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4.2.7		Vacant Land (as defined in the Municipal Rates Policy) Rate in the Rand on Market Value	0.016110	-	0.016110	0.017721	-	0.017721
4.3		Rates Other						
4.3.1		Refuse Basic per quarter						
		Kaysers Beach	42.11	5.89	48.00	46.49	6.51	53.00
		Kidds Beach	64.04	8.96	73.00	71.05	9.95	81.00
		Winterstrand	64.04	8.96	73.00	71.05	9.95	81.00
		Sunrise-On-Sea	69.30	9.70	79.00	77.19	10.81	88.00
		Kwelera	44.74	6.26	51.00	50.00	7.00	57.00
4.3.2		Notification of Outcomes and Furnishing of Reasons						
		Application Fee				87.72	12.28	100.00

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5		AQUARIUM Adults (persons over 18) Children under 3 years Children 3-18 years Pensioners (60yrs and over) Scholars in groups Accompanied by teachers: 25 Scholars - Teacher 0 - Scholars - Teachers Fela members Sale of filtered sea water (basic charge) 1 x open day per annum Council functions	17.54 11.40 11.40 7.89 17.54 16.67	2.46 1.60 1.60 1.11 2.46 2.33	20.00 13.00 13.00 9.00 20.00 19.00	20.18 12.28 12.28 8.77 20.18 18.42	2.82 1.72 1.72 1.23 2.82 2.58	23.00 14.00 14.00 10.00 23.00 21.00
6		BOAT REGISTRATION						
6.1		<u>Other inland waters (incl. rivers, dams and estuaries up to ebbflow) within the Buffalo City boundaries, where boating is allowed</u> Registration per year Power-driven boats premium:- - Up to and including 29.83 kW(40 hp), per kW - 30.58 kW(41 hp) and above, per kW Commercial undertakings hiring boats - Special Council Consent required. Clubs, Sea Scouts and similar - Special Council Consent required.	45.61 5.26 13.16	6.39 0.74 1.84	52.00 6.00 15.00	50.88 6.14 14.91	7.12 0.86 2.09	58.00 7.00 17.00
6.2		<u>Casual boat registration, including Temporarily Registered boats</u> Power-driven boats, per fortnight or part thereof A proportional tariff for annual registration will apply where a permit is required after the start of the financial year.	74.56	10.44	85.00	83.33	11.67	95.00
6.3		Launch fees (Orient Beach & Kwelera)	105.26	14.74	120.00	116.67	16.33	133.00

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7		<u>NATURE RESERVES</u> <u>Public access to nature reserves</u> <u>Nahoon Estuary</u> Entrance fees: Adults and Children over 13 Children under 13 Infants and Children under 13 Persons over 60 (Proof of age required) School Groups (Pre- Booked via Aquarium or WESSA)						
			6.14	0.86	7.00	7.02	0.98	8.00
			3.51	0.49	4.00	3.95	0.55	4.50
			3.51	0.49	4.00	3.95	0.55	4.50
8		<u>ZOO</u> Adults (persons over 18) Children under 3 years Children 3 to 18 years Pensioners (60yrs and over) Scholars in groups Accompanied by teachers: 25 Scholars - Teacher 0 - Scholars - Teachers Felzoo members Pony rides	18.42	2.58	21.00	20.18	2.82	23.00
			11.40	1.60	13.00	12.28	1.72	14.00
			11.40	1.60	13.00	12.28	1.72	14.00
			7.02	0.98	8.00	8.77	1.23	10.00
			19.30	2.70	22.00	20.18	2.82	23.00
			4.39	0.61	5.00	5.26	0.74	6.00
9		<u>ORIENT BEACH - ENTRANCE</u>						
9.1		<u>Entrance Fees</u>						
9.1.1		<u>Daily Tariff</u> Summer Season 1 Nov to 30 April Adults Children Peak Season 15 Dec to 15 Jan Adults Children Winter Season 1 May to 30 Oct Adults Children	10.53	1.47	12.00	11.40	1.60	13.00
			7.89	1.11	9.00	8.77	1.23	10.00
			12.28	1.72	14.00	13.16	1.84	15.00
			8.77	1.23	10.00	9.65	1.35	11.00
			7.89	1.11	9.00	8.77	1.23	10.00
			6.14	0.86	7.00	7.02	0.98	8.00
9.1.2		<u>Weekly Tariff</u> Summer Season 1 Nov to 30 April Adults	35.96	5.04	41.00	39.47	5.53	45.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
9.1.3		Children	27.19	3.81	31.00	30.70	4.30	35.00
		Peak Season 15 Dec to 15 Jan						
		Adults	51.75	7.25	59.00	57.02	7.98	65.00
		Children	35.96	5.04	41.00	39.47	5.53	45.00
		Winter Season 1 May to 30 Oct (Not Applicable)						
		Adults						
		Children						
		Seasonal Tariff						
		Summer Season 1 Nov to 30 April						
		Adults	81.58	11.42	93.00	90.35	12.65	103.00
		Children	61.40	8.60	70.00	68.42	9.58	78.00
9.1.4		Peak Season 15 Dec to 15 Jan (Not Applicable)						
		Adults						
		Children						
		Winter Season 1 May to 30 Oct						
		Adults	68.42	9.58	78.00	76.32	10.68	87.00
		Children	41.23	5.77	47.00	45.61	6.39	52.00
			Annual Tariff					
		Pensioners (60 years and over) for the whole year						
		Adults	175.44	24.56	200.00	194.74	27.26	222.00
		Children	94.74	13.26	108.00	105.26	14.74	120.00
		Council Functions						
9.2		School Groups						
		(Groups of children accompanied by teachers). Summer and Winter during School term only.						
		Teachers accompanying the children are 0						
		Fees Per child Summer Season	4.39	0.61	5.00	5.26	0.74	6.00
		Fees Per child Winter Season	4.39	0.61	5.00	5.26	0.74	6.00
9.3		Block Bookings						
		Block Bookings are not done during peak season.						
		(Where the whole complex is booked subject to Director's approval).						
9.4		Fund raising events per day.	1 890.35	264.65	2 155.00	2 098.25	293.75	2 392.00
		Non Fund raising events per day	945.61	132.39	1 078.00	1 050.00	147.00	1 197.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		Litter deposit (R60.00 non-refundable)						
		Fees Summer Season	1 081.58	151.42	1 233.00	1 200.88	168.12	1 369.00
		Fees Winter Season	1 081.58	151.42	1 233.00	1 200.88	168.12	1 369.00
9.5		Special Events (Events where the beach will be used for a short period only, I.e. Sunrise church service. Subject to Director's approval).						
9.6		Power And Inflatable Craft Events						
		Deposit (R60 non refundable)	1 158.77	162.23	1 321.00	1 285.96	180.04	1 466.00
		Hire Fee per event	1 158.77	162.23	1 321.00	1 285.96	180.04	1 466.00
9.7		National and International Boating Events						
		Hire Fee per event	1 158.77	162.23	1 321.00	1 285.96	180.04	1 466.00
10		SWIMMING POOLS						
10.1		Joan Harrison Pool						
10.1.1		Daily Tariff						
		Entrance						
		Adults	6.14	0.86	7.00	7.02	0.98	8.00
		Children and Pensioners	5.26	0.74	6.00	6.14	0.86	7.00
10.1.2		Monthly Tariff						
		Entrance						
		Adults	183.33	25.67	209.00	203.51	28.49	232.00
		Children and Pensioners	146.49	20.51	167.00	162.28	22.72	185.00
10.1.3		Seasonal Tariff						
		Entrance						
		Adults	194.74	27.26	222.00	215.79	30.21	246.00
		Children and Pensioners	97.37	13.63	111.00	107.89	15.11	123.00
		Spectators	97.37	13.63	111.00	107.89	15.11	123.00
		Half Season (Adults)	97.37	13.63	111.00	107.89	15.11	123.00
		Half Season (Children and Pensioners)	48.69	6.82	55.50	54.39	7.61	62.00
		Half Season (Spectators)	48.69	6.82	55.50	54.39	7.61	62.00
10.1.4		School Groups (Disadvantaged Community) during school days (holidays excluded)						
		Daily Tariff						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
10.1.5 a		1-50 pupils	192.98	27.02	220.00	214.91	30.09	245.00
		51 - 100 pupils	294.74	41.26	336.00	327.19	45.81	373.00
		101 - 200 pupils	448.25	62.75	511.00	497.37	69.63	567.00
		201 -500 pupils	753.51	105.49	859.00	835.96	117.04	953.00
		501 and more pupils	892.98	125.02	1 018.00	991.23	138.77	1 130.00
		Teachers in charge						
		Litter & damage deposit - Groups larger than 100 (R561.75 with R64 non refundable)						
		Galas - Pool						
		Schools / Clubs / Associations (Per Hour)						
		Main Pool - Weekdays for Morning or Afternoon	126.32	17.68	144.00	140.35	19.65	160.00
	Weekdays for Evenings (Including Floodlights)	165.79	23.21	189.00	184.21	25.79	210.00	
	Saturdays for Morning or Afternoon	194.74	27.26	222.00	215.79	30.21	246.00	
	Saturdays for Evenings (Including Floodlights)	243.86	34.14	278.00	271.05	37.95	309.00	
b		Divng Well and Water Polo Pools (Per Hour)						
		Training - Per Pool or Diving Well				35.09	4.91	40.00
		Events:-						
		Main Pool - Weekdays for Morning or Afternoon (per pool)	68.42	9.58	78.00	76.32	10.68	87.00
		Weekdays for Evenings (Floodlights included) (per pool)	97.37	13.63	111.00	107.89	15.11	123.00
		Saturdays for Morning or Afternoon (per pool)	116.67	16.33	133.00	129.82	18.18	148.00
	Saturdays for Evenings (Floodlights included) (per pool)	146.49	20.51	167.00	162.28	22.72	185.00	
10.1.6		NOTE: Pools are booked as individual units. When a specific pool is booked the rest of the complex will be available to the public. Anybody wanting the exclusive use of the facility will have to book all the pools simultaneously. No galas allowed on Sundays and Public Holidays.						
10.1.6		Interprovincial Events						
		Total Cost of Tariff Fees						
10.1.7		National or International Events						
		Total Cost of Tariff Fees						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
10.1.8		Training / Coaching						
a		Trainer / Coach						
		Season ticket	194.74	27.26	222.00	215.79	30.21	246.00
		Per lane (maximum of 2 lanes without a lane rope per coach) (<u>per day</u>) (Lane rope to be used only at the discretion of the Supervisor)	28.95	4.05	33.00	32.46	4.54	37.00
b		Waterpolo						
		Each member must be in possession of a valid season ticket or pay the daily entrance fee. (Schools and Seniors)	Season		Season	Season		Season
c		Underwater Hockey						
		Each member must be in possession of a valid season ticket or pay the daily entrance fee. (Schools and Seniors)	Season		Season	Season		Season
d		Diving						
		Each member must be in possession of a valid season ticket or pay the daily entrance fee. (Schools and Seniors)	Season		Season	Season		Season
e		Synchronised Swimming						
		Each member must be in possession of a valid season ticket or pay the daily entrance fee. (Schools and Seniors)	Season		Season	Season		Season
f		Swimming						
		Each member must be in possession of a valid season ticket or pay the daily entrance fee. (Schools and Seniors)	Season		Season	Season		Season
10.1.9		Commercial use (underwater diving training - S.C.U.B.A. Equipment)						
		Group up to 10 per morning / afternoon or part thereof	248.25	34.75	283.00	275.44	38.56	314.00
		Group over 10 per morning / afternoon or part thereof	357.89	50.11	408.00	397.37	55.63	453.00
10.2		Ruth Belonsky Pool						
10.2.1		Daily Tariff						
		Entrance						
		Adults	5.26	0.74	6.00	6.14	0.86	7.00
		Children & Pensioners	3.51	0.49	4.00	4.39	0.61	5.00
10.2.2		Monthly Tariff						
		Entrance						
		Adults	28.95	4.05	33.00	32.46	4.54	37.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
10.2.3		Children & Pensioners	14.91	2.09	17.00	16.67	2.33	19.00
		Seasonal Tariff						
		Entrance						
		Adults	58.77	8.23	67.00	64.91	9.09	74.00
		Children & Pensioners	28.95	4.05	33.00	32.46	4.54	37.00
10.2.4		School Groups (Disadvantaged Community) during school days (holidays excluded)						
		Daily Tariff						
		1-50 pupils	49.12	6.88	56.00	54.39	7.61	62.00
		51 - 100 pupils	97.37	13.63	111.00	107.89	15.11	123.00
		101 - 200 pupils	194.74	27.26	222.00	215.79	30.21	246.00
		201 -500 pupils	292.11	40.89	333.00	324.56	45.44	370.00
		501 and more pupils	389.47	54.53	444.00	432.46	60.54	493.00
		Teachers in charge						
10.2.5		Galas - Pool						
		Daily Tariff						
		Main Pool - Morning / Afternoon	68.42	9.58	78.00	76.32	10.68	87.00
		Main Pool - Evenings / Floodlights included	126.32	17.68	144.00	140.35	19.65	160.00
10.2.6		Training / Coaching / Per Day						
		Season ticket	87.72	12.28	100.00	97.37	13.63	111.00
		Per lane (maximum of 2 lanes without a lane rope per coach) (per day) (Lane rope to be used only at the discretion of the Supervisor)	17.54	2.46	20.00	19.30	2.70	22.00
		Per Evening with Floodlights	49.12	6.88	56.00	54.39	7.61	62.00
10.3		King William's Town						
10.3.1		Daily Tariff						
		Entrance						
		Adults	6.14	0.86	7.00	7.02	0.98	8.00
		Children & Pensioners	5.26	0.74	6.00	6.14	0.86	7.00
10.3.2		Seasonal Tariff						
		Entrance						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
10.3.3		Adults	127.19	17.81	145.00	140.35	19.65	160.00
		Children & Pensioners	100.00	14.00	114.00	111.40	15.60	127.00
		Spectators	92.11	12.89	105.00	102.63	14.37	117.00
		Monthly Tariff						
		Entrance						
		Adults	53.51	7.49	61.00	59.65	8.35	68.00
		Children & Pensioners	45.61	6.39	52.00	50.88	7.12	58.00
		Deposit	678.07	94.93	773.00	752.63	105.37	858.00
		Gala (Including Lights)						
		Gala - Weekday Evenings (Including Floodlights) (Per Hour)	165.79	23.21	189.00	184.21	25.79	210.00
10.3.4		Gala - Weekend Evenings (Including Floodlights) (Per Hour)	243.86	34.14	278.00	271.05	37.95	309.00
		Schools (per hour)	38.60	5.40	44.00	42.98	6.02	49.00
		School Groups (Disadvantaged Community) during school days (holidays excluded)						
		Daily Tariff						
		1-50 pupils	49.12	6.88	56.00	54.39	7.61	62.00
		51 - 100 pupils	97.37	13.63	111.00	107.89	15.11	123.00
		101 - 200 pupils	194.74	27.26	222.00	215.79	30.21	246.00
		201 - 500 pupils	292.11	40.89	333.00	324.56	45.44	370.00
		501 and more pupils	389.47	54.53	444.00	432.46	60.54	493.00
		Teachers in charge						
10.4		Zwelitsha Pool						
10.4.1		Daily Tariff						
	Entrance							
	Adults	5.26	0.74	6.00	6.14	0.86	7.00	
	Children & Pensioners	3.51	0.49	4.00	4.39	0.61	5.00	
10.4.2		Seasonal Tariff						
	Entrance							
	Adults	47.37	6.63	54.00	52.63	7.37	60.00	
	Children & Pensioners	27.19	3.81	31.00	30.70	4.30	35.00	

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
10.4.3		Monthly Tariff						
		Entrance						
		Adults	23.68	3.32	27.00	26.32	3.68	30.00
		Children & Pensioners	11.40	1.60	13.00	13.16	1.84	15.00
10.4.4		School Groups (Disadvantaged Community) during school days (holidays excluded)						
		Daily Tariff						
		1-50 pupils	170.18	23.82	194.00	188.60	26.40	215.00
		51-100 pupils	262.28	36.72	299.00	291.23	40.77	332.00
		101-200 pupils	421.05	58.95	480.00	467.54	65.46	533.00
		201-500 pupils	671.05	93.95	765.00	745.61	104.39	850.00
		501 and more	841.23	117.77	959.00	934.21	130.79	1 065.00
		Teacher in Charge						
10.4.5		Galas						
		Morning and afternoon	68.42	9.58	78.00	76.32	10.68	87.00
		Evenings	122.81	17.19	140.00	135.96	19.04	155.00
11		RESORTS AND CARAVAN PARKS						
11.1		Nahoon Caravan Park						
11.1.1		Peak Season (16 Dec - to end of first full week in January & Easter weekend)						
		Sites (4 people)	142.11	19.89	162.00	157.89	22.11	180.00
		Additional per person (maximum 6 people per site)	14.91	2.09	17.00	16.67	2.33	19.00
		Day Visitors	25.44	3.56	29.00	28.07	3.93	32.00
		Pensioners (over 60 yrs) Discount	10.00%		10.00%	10.00%		10.00%

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11.1.2		Low Season						
		Sites (4 people)	94.74	13.26	108.00	105.26	14.74	120.00
		Additional per person (maximum 6 people per site)	14.91	2.09	17.00	16.67	2.33	19.00
		Day Visitors	14.91	2.09	17.00	16.67	2.33	19.00
		Pensioners (over 60yrs) Discount - Only on daily rates, monthly rates are fixed	20.00%		20.00%	20.00%		20.00%
		Monthly Rates (per calendar month) Only specific sites: 6-14 and 41-43	1 875.44	262.56	2 138.00	2 081.58	291.42	2 373.00
11.2		Gonubie Resort						
11.2.1		Peak Season (16 Dec - to end of first week in January & Easter weekend)						
		Sites (4 people)	208.77	29.23	238.00	232.46	32.54	265.00
		Additional per person (maximum 6 people per site)	17.54	2.46	20.00	19.30	2.70	22.00
		Electricity	n/a		n/a	n/a		n/a
		Club discount (caravans) Discount	10.00%		10.00%	10.00%		10.00%
		Cottages 1, 2 (4 people)	Not in Use		Not in Use	Not in Use		Not in Use
		Additional per person (maximum 6 people per cottage)	Not in Use		Not in Use	Not in Use		Not in Use
		Timber Chalets, 2 bedrooms (4 people)	948.25	132.75	1 081.00	1 052.63	147.37	1 200.00
		Additional per person (maximum 6 people per chalet)	44.74	6.26	51.00	50.00	7.00	57.00
		Timber Chalets, 1 bedroom (4 people only)	816.67	114.33	931.00	906.14	126.86	1 033.00
		Caravan Storage:-						
		- per month	238.60	33.40	272.00	264.91	37.09	302.00
		- per day	33.33	4.67	38.00	36.84	5.16	42.00
		Deposit, booking two weeks or longer in advance	50.00%		50.00%	50.00%		50.00%
		Deposit, shorter than two weeks notice	Full Amount		Full Amount	Full Amount		Full Amount
		Refunds, cancellations:-						
		- three month's notice: Less	20.00%		20.00%	20.00%		20.00%
		- Less than three months' notice	No Refund		No Refund	No Refund		No Refund
		Pensioners (over 60 yrs) discount (chalets excluded)	10.00%		10.00%	10.00%		10.00%
11.2.2		Out of Season						
		Sites (4 people)	111.40	15.60	127.00	123.68	17.32	141.00
		Additional per person (maximum 6 people per site)	17.54	2.46	20.00	19.30	2.70	22.00
		Cottages 1, 2 (4 people)	Not in Use		Not in Use	Not in Use		Not in Use
		Additional per person (maximum 6 people per cottage)	Not in Use		Not in Use	Not in Use		Not in Use

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		Timber Chalets, 2 bedrooms (4 people)	468.42	65.58	534.00	520.18	72.82	593.00
		Additional per person (maximum 6 people per chalet)	44.74	6.26	51.00	50.00	7.00	57.00
		Timber Chalets, 1 bedroom (4 people only)	381.58	53.42	435.00	423.68	59.32	483.00
		Caravan Storage per month	238.60	33.40	272.00	264.91	37.09	302.00
		Caravan Storage per day	33.33	4.67	38.00	36.84	5.16	42.00
		Deposit, booking two weeks or longer in advance	50.00%		50.00%	50.00%		50.00%
		Deposit, shorter than two weeks notice	Full Amount		Full Amount	Full Amount		Full Amount
		Refunds, cancellations:-						
		- one month's notice: Less	20.00%		20.00%	20.00%		20.00%
		- Less than one month's notice	No Refund		No Refund	No Refund		No Refund
		Pensioners (over 60 yrs) discount (chalets excluded)	25.00%		25.00%	25.00%		25.00%
11.3		General						
		Day Visitors to chalets	21.93	3.07	25.00	24.56	3.44	28.00
		Vehicle Entrance Fee						
		2 Vehicles (residents only)						
		Additional vehicle / day	12.28	1.72	14.00	13.16	1.84	15.00
		No refunds on early departure.						
		Any credits available can be offset against future bookings. Valid for 12 months.						
		Late departures to be arranged with the office in advance or late departure penalty will be payable, equivalent to a day's stay.						
11.4		Discounts						
		Caravan Rallies	25.00%		25.00%	25.00%		25.00%
		Peak Season less a discount of	5.00%		5.00%	5.00%		5.00%
		Pensioners (60 years and over) In season	10.00%		10.00%	10.00%		10.00%
		Pensioners (60 years and over) Out of season	25.00%		25.00%	25.00%		25.00%
12		SPORTSFIELDS						
12.1		EAST LONDON						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
12.1.1		<u>Braelyn Ext 10 (Softball)</u>						
		Annual hire : Per Code	2 271.93	318.07	2 590.00	2 521.93	353.07	2 875.00
		Causal use, per day	105.26	14.74	120.00	116.67	16.33	133.00
		Schools : annual	1 140.35	159.65	1 300.00	1 265.79	177.21	1 443.00
		Schools : per day	61.40	8.60	70.00	68.42	9.58	78.00
		Floodlights (per hour of part thereof)	78.95	11.05	90.00	87.72	12.28	100.00
12.1.2		<u>Alfred Schoeman Stadium (Hockey, Soccer, Cricket)</u>						
		Annual hire : Per Code	2 271.93	318.07	2 590.00	2 521.93	353.07	2 875.00
		Causal use, per day	105.26	14.74	120.00	116.67	16.33	133.00
		Schools : annual	1 140.35	159.65	1 300.00	1 265.79	177.21	1 443.00
		Schools : per day	61.40	8.60	70.00	68.42	9.58	78.00
		Floodlights (per hour of part thereof)	78.95	11.05	90.00	87.72	12.28	100.00
12.1.3		<u>Bunkers Hill Stadium (Hockey, Soccer, Cricket)</u>						
		Annual hire : Per Code	2 438.60	341.40	2 780.00	2 706.14	378.86	3 085.00
		Causal use, per day	105.26	14.74	120.00	116.67	16.33	133.00
		Schools : annual	1 219.30	170.70	1 390.00	1 353.51	189.49	1 543.00
		Schools : per day	78.95	11.05	90.00	87.72	12.28	100.00
12.1.4		<u>Gompo Stadium (Rugby, Soccer)</u>						
		Annual hire : Per Code	1 140.35	159.65	1 300.00	1 265.79	177.21	1 443.00
		Casual use, per day	105.26	14.74	120.00	116.67	16.33	133.00
		Schools : annual	570.18	79.82	650.00	633.33	88.67	722.00
		Schools : per day	78.95	11.05	90.00	87.72	12.28	100.00
12.1.5		<u>Jan Smuts Stadium (Athletics)</u>						
		Deposit (R60.00 non-refundable)	1 947.37	272.63	2 220.00	2 162.28	302.72	2 465.00
		Athletics per meeting	570.18	79.82	650.00	633.33	88.67	722.00
		<u>Training :</u>						
		Adults / year / person	105.26	14.74	120.00	116.67	16.33	133.00
		Juniors / year / person	52.63	7.37	60.00	58.77	8.23	67.00
		Floodlights (per hour of part thereof)	105.26	14.74	120.00	116.67	16.33	133.00

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12.1.6		<u>Jan Smuts Stadium (Soccer)</u> Deposit (R60.00 non-refundable) Soccer (Maximum 3 events / week: Senior Soccer only):- - Annual hire, both fields - Casual use, per day - Floodlights (per hour or part thereof)	1 973.68 3 894.74 201.75 105.26	276.32 545.26 28.25 14.74	2 250.00 4 440.00 230.00 120.00	2 190.35 4 322.81 223.68 116.67	306.65 605.19 31.32 16.33	2 497.00 4 928.00 255.00 133.00
12.1.7		<u>Jan Smuts Stadium (Special events)</u> Deposit (R60.00 non-refundable) Per event Floodlights (per hour of part thereof)	1 947.37 3 894.74 105.26	272.63 545.26 14.74	2 220.00 4 440.00 120.00	2 162.28 4 322.81 116.67	302.72 605.19 16.33	2 465.00 4 928.00 133.00
12.1.8		<u>Sisa Dukashe Stadium</u> Annual hire Casual use, per day Schools : Annual Schools : Per day Floodlights (per hour of part thereof)	1 464.91 201.75 728.07 105.26 105.26	205.09 28.25 101.93 14.74 14.74	1 670.00 230.00 830.00 120.00 120.00	1 626.32 223.68 807.89 116.67 116.67	227.68 31.32 113.11 16.33 16.33	1 854.00 255.00 921.00 133.00 133.00
12.1.9		<u>Mdantsane: Other Sports Fields</u> Annual hire: Per Code Casual use, per day Schools : Annual Schools : per day	245.61 96.49 122.81 52.63	34.39 13.51 17.19 7.37	280.00 110.00 140.00 60.00	271.93 107.02 135.96 58.77	38.07 14.98 19.04 8.23	310.00 122.00 155.00 67.00
12.1.10		<u>Mdantsane NU 6 & 15</u> Annual hire Casual use, per day Schools: Annual Schools : Per day	894.74 105.26 456.14 52.63	125.26 14.74 63.86 7.37	1 020.00 120.00 520.00 60.00	992.98 116.67 506.14 58.77	139.02 16.33 70.86 8.23	1 132.00 133.00 577.00 67.00
12.1.11		<u>North End Stadium</u> Soccer Annual hire Casual use, per day	2 543.86 105.26	356.14 14.74	2 900.00 120.00	2 824.56 116.67	395.44 16.33	3 220.00 133.00

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		Floodlights (per hour of part thereof)	105.26	14.74	120.00	116.67	16.33	133.00
12.1.12		<u>Parkside Fields</u> Annual hire: Per Code Causal use, per day Schools : Annual Schools : Per Day	1 315.79 96.49 649.12 52.63	184.21 13.51 90.88 7.37	1 500.00 110.00 740.00 60.00	1 460.53 107.02 720.18 58.77	204.47 14.98 100.82 8.23	1 665.00 122.00 821.00 67.00
12.1.13		<u>Selborne Recreation Grounds (Cricket, Rugby, Soccer)</u> Annual hire: Per Code Causal use, per day Schools : Annual Schools : Per Day	807.02 105.26 570.18 52.63	112.98 14.74 79.82 7.37	920.00 120.00 650.00 60.00	895.61 116.67 633.33 58.77	125.39 16.33 88.67 8.23	1 021.00 133.00 722.00 67.00
12.1.14		<u>Selborne Tennis Stadium</u> Annual hire per court	859.65	120.35	980.00	954.39	133.61	1 088.00
12.1.15		<u>Lujiza Sports Complex (Basketball, Volleyball, Tennis, Netball)</u> Annual: Per Code Casual use, per day Schools : Annual Schools : Per Day Alfred Schoeman sports stadium	421.05 105.26 210.53 52.63	58.95 14.74 29.47 7.37	480.00 120.00 240.00 60.00	467.54 116.67 233.33 58.77	65.46 16.33 32.67 8.23	533.00 133.00 266.00 67.00
12.1.16		<u>Marches and other relevant events</u> Hire Deposit (R60.00 non-refundable)	201.75 991.23	28.25 138.77	230.00 1 130.00	223.68 1 100.88	31.32 154.12	255.00 1 255.00
12.1.17		<u>Circus sites</u> Per operational day Per non-operational day Deposit (R64.00 non-refundable)	570.18 114.04 3 894.74	79.82 15.96 545.26	650.00 130.00 4 440.00	633.33 127.19 4 322.81	88.67 17.81 605.19	722.00 145.00 4 928.00

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12.1.18		<u>Litter / Damage deposits</u> (Unless otherwise specified) Deposit (R64.00 non-refundable)	684.21	95.79	780.00	758.77	106.23	865.00
12.2		<u>KING WILLIAM'S TOWN</u>						
12.2.1		<u>Victoria Grounds (Rugby & Cricket)</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day Floodlights (per hour or part thereof)	2 271.93 96.49 1 140.35 61.40 61.40	318.07 13.51 159.65 8.60 8.60	2 590.00 110.00 1 300.00 70.00 70.00	2 521.93 107.02 1 265.79 68.42 68.42	353.07 14.98 177.21 9.58 9.58	2 875.00 122.00 1 443.00 78.00 78.00
12.2.2		<u>Farrer's Field (Rugby, Cricket, Soccer), And Tharratt Field (Rugby, Soccer, Cricket)</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day Floodlights (per hour or part thereof)	1 535.09 87.72 763.16 61.40 61.40	214.91 12.28 106.84 8.60 8.60	1 750.00 100.00 870.00 70.00 70.00	1 704.39 97.37 846.49 68.42 68.42	238.61 13.63 118.51 9.58 9.58	1 943.00 111.00 965.00 78.00 78.00
12.2.3		<u>Schornville Field (Rugby), Ginsberg Field (Cricket & Soccer) And Bisho Field</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day Floodlights (per hour or part thereof)	894.74 87.72 456.14 52.63 17.54	125.26 12.28 63.86 7.37 2.46	1 020.00 100.00 520.00 60.00 20.00	992.98 97.37 506.14 58.77 19.30	139.02 13.63 70.86 8.23 2.70	1 132.00 111.00 577.00 67.00 22.00
12.2.4		<u>Breidbach Field</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day Floodlights (per hour or part thereof)	1 456.14 96.49 728.07 52.63 43.86	203.86 13.51 101.93 7.37 6.14	1 660.00 110.00 830.00 60.00 50.00	1 616.67 107.02 807.89 58.77 48.25	226.33 14.98 113.11 8.23 6.75	1 843.00 122.00 921.00 67.00 55.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
12.2.5		<u>Qalashe Field</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day Floodlights (per hour or part thereof)	894.74 87.72 456.14 52.63 43.86	125.26 12.28 63.86 7.37 6.14	1 020.00 100.00 520.00 60.00 50.00	992.98 97.37 506.14 58.77 48.25	139.02 13.63 70.86 8.23 6.75	1 132.00 111.00 577.00 67.00 55.00
12.2.6		<u>Ilitha Field, Phakamisa Field And Zwelitsha Zone 10 Field (Soccer & Rugby)</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day Floodlights (Zwelitsha Zone 10 Field [Soccer & Rugby] only) (per hour or part thereof)	228.07 87.72 114.04 43.86 35.09	31.93 12.28 15.96 6.14 4.91	260.00 100.00 130.00 50.00 40.00	253.51 97.37 127.19 48.25 39.47	35.49 13.63 17.81 6.75 5.53	289.00 111.00 145.00 55.00 45.00
12.2.7		<u>Zwelitsha Complex (Soccer & Rugby), Dimbaza Soccer Stadium And Dimbaza Rugby Stadium</u> Annual Hire: Per Code Casual use, per day Schools: Annual Schools: Per Day	850.88 96.49 429.82 43.86	119.12 13.51 60.18 6.14	970.00 110.00 490.00 50.00	944.74 107.02 477.19 48.25	132.26 14.98 66.81 6.75	1 077.00 122.00 544.00 55.00
12.2.8		<u>Litter / Damage Deposits</u> (unless otherwise specified) Deposit for sports (R64.00 non-refundable) Deposit for Special Events eg Political Rallies, etc.	657.89 1 938.60	92.11 271.40	750.00 2 210.00	729.82 2 151.75	102.18 301.25	832.00 2 453.00
12.3		<u>BHISHO</u>						
12.3.1		<u>Bhisho Stadium (Athletics)</u> Deposit (R60.00 non-refundable) Athletics per meeting Training : Adults / year / person Juniors / year / person Floodlights (per hour of part thereof)				2 122.81 621.93 114.04 57.02 114.04	297.19 87.07 15.96 7.98 15.96	2 420.00 709.00 130.00 65.00 130.00
12.3.2		<u>Bhisho Stadium (Soccer)</u>						

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12.3.3		Deposit (R60.00 non-refundable)				2 150.88	301.12	2 452.00
		Soccer (Maximum 3 events / week: Senior Soccer only):-						
		- Annual hire, both fields				4 245.61	594.39	4 840.00
		- Casual use, per day				219.30	30.70	250.00
		- Floodlights (per hour or part thereof)				114.04	15.96	130.00
12.3.3		<u>Bhisho Stadium (Special events)</u>						
		Deposit (R60.00 non-refundable)				2 122.81	297.19	2 420.00
		Per event				4 245.61	594.39	4 840.00
		Floodlights (per hour of part thereof)				114.04	15.96	130.00
13		<p><u>HALLS</u></p> <p><u>Notes For All Halls</u></p> <p>Sundays & Public Holidays - Daily rate x 2</p> <p>A 25 % discount is given if both the City Hall and Quadrangle is hired.</p> <p>50 % of the tariff is charged for preparation time (City Hall & Quadrangle only).</p> <p>Hire after 24h00 subject to staff availability.</p> <p>Deposits: 10 % is non-refundable.</p> <p>All tariffs per session per hall unless otherwise stated.</p> <p>Categories - Category I, II, III.</p> <p>For the purpose of determining tariffs, in respect of halls, the following categories are provided for:-</p> <p>Category I = Events organised with the purpose of making a profit by:- businesses, corporate bodies, colleges, technikons, universities, etc. and includes functions such as disco's, beauty contests, concerts, professional boxing, films, etc.</p> <p>Category II = Fundraising events such as:- bazaars, concerts, dances, high teas, etc. which is run / organised by:- Churches or Religious Bodies, Cultural Organisations, Schools (State-Aided), Service Clubs (Rotary, Round Table, Rapportryers, Lions, etc.), Amateur Sporting Clubs, etc. and also includes:- Graduations, Parties, Weddings</p> <p>Category III = Includes Events such as: Church Services, Funerals, Meetings, Prize Giving, etc. which is organised or run by:- Churches or Religious Bodies, Cultural Organisations, Schools (State-Aided), Service Clubs (Rotary, Round Table, Rapportryers, Lions, etc.), Amateur Sporting Clubs, etc.</p>						
a								
b								
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Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
h		All charges to be levied per session. Hourly rate only applicable after 24h00.						
h.1		Halls - General A percentage of deposit amount to be retained if cancellations are made less than 4 weeks before the event takes place.	50%		50%	50%		50%
h.2		Hire fees for specific items. Platform Loose chairs - each Tables - each Cups & saucers - unit Glasses - each Side plates - each	47.37 6.14 12.28 2.63 2.63 2.63	6.63 0.86 1.72 0.37 0.37 0.37	54.00 7.00 14.00 3.00 3.00 3.00	52.63 7.02 13.16 3.51 3.51 3.51	7.37 0.98 1.84 0.49 0.49 0.49	60.00 8.00 15.00 4.00 4.00 4.00
		Table cloths - each Oval tables - each Spotlight per day - Outside City Hall x 2 Red Carpet per day - Outside City Hall x 2 P.A. System per day - Outside City Hall x 2 Deposit - 10% is non-refundable	20.18 20.18 140.35 90.35 177.19 385.96	2.82 2.82 19.65 12.65 24.81 54.04	23.00 23.00 160.00 103.00 202.00 440.00	21.93 21.93 156.14 100.00 196.49 428.07	3.07 3.07 21.86 14.00 27.51 59.93	25.00 25.00 178.00 114.00 224.00 488.00
h.3		Tea / coffee, per cup Tea / coffee & biscuits, per cup	5.26 7.02	0.74 0.98	6.00 8.00	6.14 7.89	0.86 1.11	7.00 9.00
h.4		Kitchen: R533 for a week (Monday - Friday)						
h.5		Lecturn Overhead Projector Projector Screen	81.58 80.70 81.58	11.42 11.30 11.42	93.00 92.00 93.00	90.35 89.47 90.35	12.65 12.53 12.65	103.00 102.00 103.00
h.6		For Tables x 30, Chairs x 300, P.A. System, Lecturn, Overhead Projector and Projector Screen.	1 614.04	225.96	1 840.00	1 791.23	250.77	2 042.00
13.1		EAST LONDON						
13.1.1		City Hall / Quadrangle / Kitchen						
a		Category I Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00 08h00 - 13h00 / 13h00 - 18h00 Meetings 18h00 - 24h00	945.61 240.35 1 299.12	132.39 33.65 181.88	1 078.00 274.00 1 481.00	1 050.00 267.54 1 442.11	147.00 37.46 201.89	1 197.00 305.00 1 644.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
b		Full 6 day week - 08h00 - 24h00 Monday - Saturday	8 051.75	1 127.25	9 179.00	8 936.84	1 251.16	10 188.00
		Kitchen (Deposit)	442.11	61.89	504.00	491.23	68.77	560.00
		Deposit - Function	4 273.68	598.32	4 872.00	4 743.86	664.14	5 408.00
		Meeting	442.11	61.89	504.00	491.23	68.77	560.00
		Kitchen (Hire) per day	647.37	90.63	738.00	719.30	100.70	820.00
		Kitchen (Hire) 6 day Monday - Saturday	1 988.60	278.40	2 267.00	2 207.02	308.98	2 516.00
		Bar (Hire) per day	519.30	72.70	592.00	576.32	80.68	657.00
		Category II						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	568.42	79.58	648.00	631.58	88.42	720.00
		08h00 - 13h00 / 13h00 - 18h00 Meetings	240.35	33.65	274.00	267.54	37.46	305.00
		18h00 - 24h00	755.26	105.74	861.00	837.72	117.28	955.00
		Full 6 day week - 08h00 - 24h00 Monday - Saturday	4 730.70	662.30	5 393.00	5 250.88	735.12	5 986.00
		Kitchen (Deposit)	442.11	61.89	504.00	491.23	68.77	560.00
		Deposit - Function	2 187.72	306.28	2 494.00	2 428.07	339.93	2 768.00
c		Meeting	442.11	61.89	504.00	491.23	68.77	560.00
		Kitchen (Hire) per day	598.25	83.75	682.00	664.04	92.96	757.00
		Kitchen (Hire) 6 day Monday - Saturday	1 988.60	278.40	2 267.00	2 207.02	308.98	2 516.00
		Bar (Hire) per day	259.65	36.35	296.00	288.60	40.40	329.00
		Category III						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	236.84	33.16	270.00	263.16	36.84	300.00
		08h00 - 13h00 / 13h00 - 18h00 Meetings	121.05	16.95	138.00	134.21	18.79	153.00
		18h00 - 24h00	378.95	53.05	432.00	421.05	58.95	480.00
		Full 6 day week - 08h00 - 24h00 Monday - Saturday	2 586.84	362.16	2 949.00	2 871.05	401.95	3 273.00
		Kitchen (Deposit)	219.30	30.70	250.00	243.86	34.14	278.00
		Deposit - Function	1 073.68	150.32	1 224.00	1 192.11	166.89	1 359.00
		Meeting	219.30	30.70	250.00	243.86	34.14	278.00
		Kitchen (Hire) per day	598.25	83.75	682.00	664.04	92.96	757.00
		Kitchen (Hire) 6 day Monday - Saturday	1 988.60	278.40	2 267.00	2 207.02	308.98	2 516.00
	Bar (Hire) per day	259.65	36.35	296.00	288.60	40.40	329.00	
d		All Categories						
		Rate per hour: 08h00 - 16h30	157.02	21.98	179.00	174.56	24.44	199.00
		After 24h00	259.65	36.35	296.00	288.60	40.40	329.00

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13.1.2		David Rees / Gordon Sprigg Room						
a		Category I						
		Monday to Saturday - Per meal session up to 17h00 / hour	122.81	17.19	140.00	135.96	19.04	155.00
		08h00 - 13h00 / 13h00 - 18h00	240.35	33.65	274.00	267.54	37.46	305.00
		18h00 - 24h00	1 078.07	150.93	1 229.00	1 197.37	167.63	1 365.00
		Deposit	240.35	33.65	274.00	267.54	37.46	305.00
b		Category II						
		Monday to Saturday - Per meal session up to 24 hrs	122.81	17.19	140.00	135.96	19.04	155.00
		08h00 - 13h00 / 13h00 - 18h00	240.35	33.65	274.00	267.54	37.46	305.00
		18h00 - 24h00	874.56	122.44	997.00	971.05	135.95	1 107.00
		Deposit	240.35	33.65	274.00	267.54	37.46	305.00
c		Category III						
		Monday to Saturday - Per meal session up to 24 hrs	64.91	9.09	74.00	71.93	10.07	82.00
		08h00 - 13h00 / 13h00 - 18h00	121.05	16.95	138.00	134.21	18.79	153.00
		18h00 - 24h00	537.72	75.28	613.00	596.49	83.51	680.00
		Deposit	121.05	16.95	138.00	134.21	18.79	153.00
d		All Categories						
		Rate per hour: 08h00 - 16h30	72.81	10.19	83.00	80.70	11.30	92.00
		After 24h00	200.00	28.00	228.00	221.93	31.07	253.00
13.1.3		Orient Theatre						
a		Category I						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	243.86	34.14	278.00	271.05	37.95	309.00
		18h00 - 24h00	1 299.12	181.88	1 481.00	1 442.11	201.89	1 644.00
		Deposit	8 050.00	1 127.00	9 177.00	8 935.09	1 250.91	10 186.00
b		Category II						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	209.65	29.35	239.00	232.46	32.54	265.00
		18h00 - 24h00	755.26	105.74	861.00	837.72	117.28	955.00
		Deposit	4 730.70	662.30	5 393.00	5 250.88	735.12	5 986.00
c		Category III						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	106.14	14.86	121.00	118.42	16.58	135.00
		18h00 - 24h00	378.95	53.05	432.00	421.05	58.95	480.00
		Deposit	2 586.84	362.16	2 949.00	2 871.05	401.95	3 273.00

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d		All Categories Rate per hour: 08h00 - 15h30 After 24h00 Preparation time - 50% of Category I tariff for all Categories	158.77 259.65	22.23 36.35	181.00 296.00	175.44 288.60	24.56 40.40	200.00 329.00
13.1.4		Cambridge, Robbie & Carnegie Hall						
a		Category I Monday - Saturday: 08h00 - 13h00 / 13h00 - 18h00 18h00 - 24h00 Deposit	499.12 696.49 479.82	69.88 97.51 67.18	569.00 794.00 547.00	554.39 772.81 532.46	77.61 108.19 74.54	632.00 881.00 607.00
b		Category II Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00 18h00 - 24h00 Deposit	263.16 389.47 479.82	36.84 54.53 67.18	300.00 444.00 547.00	292.11 432.46 532.46	40.89 60.54 74.54	333.00 493.00 607.00
c		Category III Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00 18h00 - 24h00 Deposit	132.46 200.00 300.00	18.54 28.00 42.00	151.00 228.00 342.00	147.37 221.93 333.33	20.63 31.07 46.67	168.00 253.00 380.00
d		All Categories Rate per hour: 08h00 - 16h30 After 24h00 Preparation time - 50% of Category I tariff for all Categories Kitchen / Bar (per session)	106.14 219.30 81.58	14.86 30.70 11.42	121.00 250.00 93.00	118.42 243.86 90.35	16.58 34.14 12.65	135.00 278.00 103.00
13.1.5		Clements Kadalie Centre						
a		Category I Monday - Saturday: 08h00 - 13h00/13h00 - 18h00 18h00 - 24h00 Deposit	499.12 697.37 479.82	69.88 97.63 67.18	569.00 795.00 547.00	554.39 773.68 532.46	77.61 108.32 74.54	632.00 882.00 607.00
b		Category II Monday to Saturday: 08h00 - 13h00/13h00 - 18h00 18h00 - 24h00 Deposit	263.16 389.47 479.82	36.84 54.53 67.18	300.00 444.00 547.00	292.11 432.46 532.46	40.89 60.54 74.54	333.00 493.00 607.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
c		Category III						
		Monday to Saturday: 08h00 - 13h00/13h00 - 18h00	133.33	18.67	152.00	148.25	20.75	169.00
		18h00 - 24h00	201.75	28.25	230.00	223.68	31.32	255.00
		Deposit	300.00	42.00	342.00	333.33	46.67	380.00
d		All Categories						
		Committee Room per day	50.00	7.00	57.00	55.26	7.74	63.00
		Kitchen (Deposit)	326.32	45.68	372.00	362.28	50.72	413.00
		Kitchen (Hire) per day	371.93	52.07	424.00	412.28	57.72	470.00
		Kitchen (Hire) 6 day Monday - Saturday	552.63	77.37	630.00	614.04	85.96	700.00
		Dining Room per meal session	130.70	18.30	149.00	144.74	20.26	165.00
		Rate per hour: 08h00 - 16h30	121.05	16.95	138.00	134.21	18.79	153.00
		After 24h00	219.30	30.70	250.00	243.86	34.14	278.00
		Preparation time - 50% of Category I tariff for all Categories						
13.1.6		Billy Francis, Parkside & Braelyn Hall						
a		Category I						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	405.26	56.74	462.00	450.00	63.00	513.00
		18h00 - 24h00	552.63	77.37	630.00	614.04	85.96	700.00
		Deposit	480.70	67.30	548.00	533.33	74.67	608.00
		Kitchen (Hire) per Session	93.86	13.14	107.00	104.39	14.61	119.00
b		Category II						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	149.12	20.88	170.00	165.79	23.21	189.00
		18h00 - 24h00	242.11	33.89	276.00	268.42	37.58	306.00
		Deposit	480.70	67.30	548.00	533.33	74.67	608.00
		Kitchen (Hire) per Session	93.86	13.14	107.00	104.39	14.61	119.00
c		Category III						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	81.58	11.42	93.00	90.35	12.65	103.00
		18h00 - 24h00	121.05	16.95	138.00	134.21	18.79	153.00
		Deposit	242.11	33.89	276.00	268.42	37.58	306.00
		Kitchen (Hire) per Session	93.86	13.14	107.00	104.39	14.61	119.00
d		All Categories						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		Rate per hour: 08h00 - 16h30	72.81	10.19	83.00	80.70	11.30	92.00
		After 24h00	201.75	28.25	230.00	223.68	31.32	255.00
		Committee room - per day	61.40	8.60	70.00	68.42	9.58	78.00
		Committee room - per session	28.07	3.93	32.00	30.70	4.30	35.00
13.1.7		<u>Mdantsane, Potsdam, Gompo, Berlin, Gcobani, Macleantown & Mzomomhle Halls</u>						
a		<u>Category I</u>						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	174.56	24.44	199.00	192.98	27.02	220.00
		18h00 - 24h00	442.11	61.89	504.00	491.23	68.77	560.00
		All Zones: 24h00 - 06h00	864.91	121.09	986.00	960.53	134.47	1 095.00
		Deposit	864.91	121.09	986.00	960.53	134.47	1 095.00
b		<u>Category II</u>						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	87.72	12.28	100.00	97.37	13.63	111.00
		18h00 - 24h00	198.25	27.75	226.00	219.30	30.70	250.00
		All Zones: 24h00 - 06h00	691.23	96.77	788.00	767.54	107.46	875.00
		Deposit	647.37	90.63	738.00	719.30	100.70	820.00
c		<u>Category III</u>						
		Monday to Saturday: 08h00 - 13h00 / 13h00 - 18h00	50.00	7.00	57.00	55.26	7.74	63.00
		18h00 - 24h00	117.54	16.46	134.00	130.70	18.30	149.00
		All Zones: 24h00 - 06h00	519.30	72.70	592.00	576.32	80.68	657.00
		Deposit	219.30	30.70	250.00	243.86	34.14	278.00
d		<u>All Categories</u>						
		After 24h00 - rate per hour	152.63	21.37	174.00	169.30	23.70	193.00
		All Contests and concerts Deposit						
		Rehearsal & Training: 08h00 - 16h30 - Tariff per day	17.54	2.46	20.00	19.30	2.70	22.00
		After 16h30 - Tariff per hour	33.33	4.67	38.00	36.84	5.16	42.00
13.2		<u>KING WILLIAM'S TOWN</u>						
13.2.1		<u>King William's Town Town Hall And War Memorial Hall</u>						
a		Commercial and Professional (events for economic gain, save charity)	878.95	123.05	1 002.00	975.44	136.56	1 112.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
b		Religious, Ceremonial, Charitable, Cultural (including weddings & funerals)	698.25	97.75	796.00	775.44	108.56	884.00
c		Political & Trade Unions	698.25	97.75	796.00	775.44	108.56	884.00
d		Social (including dances, private parties and fashion shows) No dancing permitted in Town Hall	698.25	97.75	796.00	775.44	108.56	884.00
e		Preparation & rehearsal Deposits Charges doubled on Sundays & Public Holidays	87.72 1 001.75	12.28 140.25	100.00 1 142.00	97.37 1 112.28	13.63 155.72	111.00 1 268.00
13.2.2		<u>Bisho, Breidbach, Dimbaza, Ginsberg, Ilitha, Schornville, Zwelitsha & Weir Community Halls</u>						
a		Commercial & Professional (events for economic gain, save charity)	878.95	123.05	1 002.00	975.44	136.56	1 112.00
b		Religious, Ceremonial, Charitable, Cultural (including weddings & funerals)	213.16	29.84	243.00	236.84	33.16	270.00
c		Political & Trade Unions	213.16	29.84	243.00	236.84	33.16	270.00
d		Social (including dances, private parties and fashion shows)	213.16	29.84	243.00	236.84	33.16	270.00
e		Sports events Amateur Professional	45.61 198.25	6.39 27.75	52.00 226.00	50.88 219.30	7.12 30.70	58.00 250.00
f		Preparation & rehearsal Deposits	45.61 302.63	6.39 42.37	52.00 345.00	50.88 335.96	7.12 47.04	58.00 383.00
13.2.3		<u>Community Centres: Ilitha, Ginsberg (x2), Zwelitsha (x2), Phakamisa</u>						
a		Commercial & Professional (events for economic gain, save charity)	173.68	24.32	198.00	192.98	27.02	220.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
b		Religious, Ceremonial, Charitable, Cultural (including weddings & funerals)	41.23	5.77	47.00	45.61	6.39	52.00
c		Political & Trade Unions	41.23	5.77	47.00	45.61	6.39	52.00
d		Social (including dances, private parties and fashion shows)	41.23	5.77	47.00	45.61	6.39	52.00
e		Sports Events						
		Amateur	14.04	1.96	16.00	15.79	2.21	18.00
		Professional	38.60	5.40	44.00	42.98	6.02	49.00
f		Preparation & rehearsal	14.04	1.96	16.00	15.79	2.21	18.00
		Deposits	63.16	8.84	72.00	70.18	9.82	80.00
g		Minor Rooms - per day	28.95	4.05	33.00	32.46	4.54	37.00
		Minor Rooms - per session	15.79	2.21	18.00	17.54	2.46	20.00
13.2.4		<u>Council Chambers and Committee Rooms</u>						
		Town Secretary's Department						
		Council Chambers & Committee Rooms						
a		Bisho Council Chamber	531.58	74.42	606.00	590.35	82.65	673.00
b		King William's Town Council Chamber	605.26	84.74	690.00	671.05	93.95	765.00
c		Committee Rooms	371.93	52.07	424.00	412.28	57.72	470.00
		NOTE: In the case where premises are required over the weekend, such event must be held during the day time and a double charge be payable.						
14		<u>ENVIRONMENTAL SERVICES</u>						
14.1		<u>EAST LONDON</u>						
14.1.1		<u>Hire of Plants and Charges for Decorations</u>						
a		Hire of Palms per day (Collected)	19.30	2.70	22.00	21.93	3.07	25.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
b		Package Deals (Collected) Selection of plants for one package deal consists of:- 10 palms, 10 shrubs, 10 ferns and 10 small plants	339.47	47.53	387.00	377.19	52.81	430.00
c		Reduction for schools	50.00%		50.00%	50.00%		50.00%
d		Palm Fronds - Per Frond	3.51	0.49	4.00	4.39	0.61	5.00
e		Civic Decorations:						
e.1		Type: Full Stage (Mayoral)	2 205.26	308.74	2 514.00	2 447.37	342.63	2 790.00
e.2		Type: Dais and Entrances	1 420.18	198.82	1 619.00	1 576.32	220.68	1 797.00
e.3		Type: Dais Only	985.09	137.91	1 123.00	1 093.86	153.14	1 247.00
f		Christmas Trees - Cut (Mid November - Mid December)						
14.1.2		Use of Municipal Parks						
a		Marina Glen - Court Cresent						
a.1		Service / Charitable Organisations and Clubs for fund-raising purposes and competitions:						
a.1.a		Use of the whole Glen:-						
		- Per operational day	1 193.86	167.14	1 361.00	1 324.56	185.44	1 510.00
		- Per non-operational day	142.11	19.89	162.00	157.89	22.11	180.00
a.1.b		Use of portion of the Glen:						
		- Per operational day	350.88	49.12	400.00	390.35	54.65	445.00
		- Per non-operational day	100.00	14.00	114.00	111.40	15.60	127.00
a.2		Clubs / Associations for non fund-raising events	117.54	16.46	134.00	130.70	18.30	149.00
a.3		Society per annum per member (Pensioners qualify for 50% discount)	56.14	7.86	64.00	62.28	8.72	71.00
a.4		Open Air Church Services, Sunday School & Private Picnics and other functions of a minor nature	50.00	7.00	57.00	55.26	7.74	63.00
b		Amusement Park Site - Court Crescent						
		Lease of site for Amusement Park:-						
		- Per operational day	672.81	94.19	767.00	746.49	104.51	851.00
		- Per non-operational day	139.47	19.53	159.00	154.39	21.61	176.00
c		James Pearce Park and Other Parks						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
c.1		Fund raising events:- - Per operational day - Per non-operational day Non fund raising events	135.96 49.12	19.04 6.88	155.00 56.00	150.88 54.39	21.12 7.61	172.00 62.00
c.2		Open Air Church Services, Sunday School & Private Picnics and other functions of a minor nature, including:- Non-Championship Dog Shows Film Production (per six hour session or part thereof)	50.00 1 564.91	7.00 219.09	57.00 1 784.00	55.26 1 736.84	7.74 243.16	63.00 1 980.00
d		Ann Bryant Gardens / Queens Park Gardens						
d.1		- Photographs (By prior arrangement)	53.51	7.49	61.00	59.65	8.35	68.00
d.2		- Refundable Deposit applicable to social gatherings subject to no damages less admin fee	921.93	129.07	1 051.00	1 023.68	143.32	1 167.00
d.3		- Weddings and other social events (per six hour session)	460.53	64.47	525.00	511.40	71.60	583.00
d.4		- Additional charge after six hours: Per Hour	293.86	41.14	335.00	326.32	45.68	372.00
d.5		- Admin Fee						
14.1.3		<u>Lease of Municipal Open Space</u>						
a		Commercial concerns - over 5 m x 5 m Minimum per day to be at the discretion of the Director of Social Services and to be dependant on the size of the area required.	258.77	36.23	295.00	286.84	40.16	327.00
b		Individual traders - per day - per weekend - per week Site up to 5m x 5m (no refund for non-attendance) Site smaller than 5m x 5m - Costs to be charged proportionately.	117.54 242.11 431.58	16.46 33.89 60.42	134.00 276.00 492.00	130.70 268.42 478.95	18.30 37.58 67.05	149.00 306.00 546.00
c		Fortune tellers per day	213.16	29.84	243.00	236.84	33.16	270.00
d		Vegetative Rehabilitation Fee: Per Square Meter	645.61	90.39	736.00	716.67	100.33	817.00
e		Carpet Bed Installation Maintenance per week (if plant material used)	1 419.30 121.05	198.70 16.95	1 618.00 138.00	1 574.56 134.21	220.44 18.79	1 795.00 153.00
f		Litter Deposits - Refundable less admin fee R 120 Litter Deposits required would be set at the discretion of the Director of Social Services depending on the size of the activity - refundable if the site is left in a satisfactory state less an administration fee of R 120						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
g		Removal of alien (eg. Wattle) species from approved areas for firewood per person	107.89	15.11	123.00	120.18	16.82	137.00
14.1.4		Grazing Fees (per Month)						
		East London Commonages Per Head	13.16	1.84	15.00	14.91	2.09	17.00
		Berlin Commonages (Residents Per Head)						
		Berlin Commonages (Non-Residents Per Head)	14.91	2.09	17.00	16.67	2.33	19.00
		Maclean Town Commonages (Residents Per Head)						
		Maclean Town Commonages (Non-Residents Per Head)						
		Litter Deposits	98.25	13.75	112.00	109.65	15.35	125.00
		Removal of alter etc	120.18	16.82	137.00	133.33	18.67	152.00
14.1.5		Pound Fees						
a		- Schedule B						
		Transport fee for all animals delivered to the pound, whether one or more, per kilometre or portion of a Kilometre	22.81	3.19	26.00	25.44	3.56	29.00
b		- Schedule C						
		Trespass on Cultivated Land:-						
		- Horse, Mule, Ass, Cattle, Ostrich and Pig per head	100.88	14.12	115.00	112.28	15.72	128.00
		- Goat, Sheep per head	52.63	7.37	60.00	58.77	8.23	67.00
c		- Schedule D						
		Trespass on Uncultivated Land:-						
		- Horse, Mule, Ass, Cattle, Pig and Ostrich per Head	71.93	10.07	82.00	79.82	11.18	91.00
		- Goat, Sheep per Head	41.23	5.77	47.00	45.61	6.39	52.00
d		- Schedule E						
		Pound Fees (Per Head per day):-						
		- Horse, Mule, Ass, Cattle, Pig and Ostrich	20.18	2.82	23.00	21.93	3.07	25.00
		- Goat, Sheep	17.54	2.46	20.00	19.30	2.70	22.00
e		- Schedule F						
		Sustenance Fees (Per Head per day):-						
		- Horse, Mule, Ass, Cattle, Pig and Ostrich	27.19	3.81	31.00	30.70	4.30	35.00
		- Goat, Sheep	20.18	2.82	23.00	21.93	3.07	25.00
f		- Schedule G						
		Separately herded (Per Head per day):-						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		For every Stallion, Bull, Ostrich, Boar, Sheep Ram, Goat Ram or any other separated animal.	144.74	20.26	165.00	160.53	22.47	183.00
14.2		<u>KING WILLIAM'S TOWN</u>						
14.2.1		<u>Use of Municipal Parks</u>						
a		<u>Botanical Gardens</u>						
		<u>Entrance Daily</u>						
		Adults	7.02	0.98	8.00	7.89	1.11	9.00
		Children	5.26	0.74	6.00	6.14	0.86	7.00
b		<u>Clubs, Associations And Non Fundraising (Also Open Air Churches)</u>	117.54	16.46	134.00	130.70	18.30	149.00
c		<u>Fundraising Events</u>						
		Per Operational Day	135.96	19.04	155.00	150.88	21.12	172.00
		Per Non-Operational Day	49.12	6.88	56.00	54.39	7.61	62.00
d		<u>Amusement Park Site: Camilla Square</u>						
		<u>Rental:</u>						
		Per Operational Day	672.81	94.19	767.00	746.49	104.51	851.00
		Per Non-Operational Day	139.47	19.53	159.00	154.39	21.61	176.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
15		CEMETERIES						
15.1		EAST LONDON						
15.1.1		Cemeteries Standard charges apply: During normal working hours (08h00 - 15h00) Monday - Saturdays ALL BOOKINGS FOR INTERMENTS MUST BE BOOKED AT THE CAMBRIDGE CEMETERY OFFICE NOT LESS THAN 12 WORKING HOURS BEFORE THE TIME OF THE INTERMENT.						
a		PRIVATE GRAVES, FULL MEMORIAL - ADULTS						
a.1		WEEKDAYS: MONDAY - FRIDAY						
		Permit	194.74	27.26	222.00	215.79	30.21	246.00
		Interment	533.33	74.67	608.00	592.11	82.89	675.00
		Purchase	2 909.65	407.35	3 317.00	3 229.82	452.18	3 682.00
		Casket (Optional)	756.14	105.86	862.00	839.47	117.53	957.00
		Extra Depth (Optional)	756.14	105.86	862.00	839.47	117.53	957.00
		Reserve Space Purchase	3 179.82	445.18	3 625.00	3 529.82	494.18	4 024.00
a.2		SURCHARGES - WEEKENDS						
		Saturday	131.58	18.42	150.00	146.49	20.51	167.00
		Sunday	1 329.82	186.18	1 516.00	1 476.32	206.68	1 683.00
		Public Holiday	1 329.82	186.18	1 516.00	1 476.32	206.68	1 683.00
b		CHILD GRAVES, FULL MEMORIAL						
b.1		WEEKDAYS: MONDAY - FRIDAY						
		Permit	194.74	27.26	222.00	215.79	30.21	246.00
		Interment	257.02	35.98	293.00	285.09	39.91	325.00
		Purchase	1 337.72	187.28	1 525.00	1 485.09	207.91	1 693.00
		Casket (Optional)	361.40	50.60	412.00	400.88	56.12	457.00
		Extra Depth (Optional)	361.40	50.60	412.00	400.88	56.12	457.00
b.2		SURCHARGES - WEEKENDS						
		Saturday	131.58	18.42	150.00	146.49	20.51	167.00

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		Sunday Public Holiday	1 329.82 1 329.82	186.18 186.18	1 516.00 1 516.00	1 476.32 1 476.32	206.68 206.68	1 683.00 1 683.00
c		BERM BURIALS - HEADSTONE ONLY PERMITTED						
c.1		WEEKDAYS: MONDAY - FRIDAY						
		Permit	194.74	27.26	222.00	215.79	30.21	246.00
		Interment	533.33	74.67	608.00	592.11	82.89	675.00
		Casket (Optional)	756.14	105.86	862.00	839.47	117.53	957.00
		Extra Depth (Optional)	756.14	105.86	862.00	839.47	117.53	957.00
c.2		SURCHARGES - WEEKENDS						
		Saturday	131.58	18.42	150.00	146.49	20.51	167.00
		Sunday	1 329.82	186.18	1 516.00	1 476.32	206.68	1 683.00
		Public Holiday	1 329.82	186.18	1 516.00	1 476.32	206.68	1 683.00
d		STATE DISABILITY PENSIONERS						
		INCOME BETWEEN R840-R1680						
		Permit	194.74	27.26	222.00	215.79	30.21	246.00
		Interment	451.75	63.25	515.00	501.75	70.25	572.00
e		CHILD BERM - HEADSTONE ONLY PERMITTED						
e.1		WEEKDAYS: MONDAY - FRIDAY						
		Permit	194.74	27.26	222.00	215.79	30.21	246.00
		Interment	248.25	34.75	283.00	276.32	38.68	315.00
		Casket (Optional)	350.88	49.12	400.00	390.35	54.65	445.00
		Extra Depth (Optional)	350.88	49.12	400.00	390.35	54.65	445.00
e.2		SURCHARGES - WEEKENDS						
		Saturday	131.58	18.42	150.00	146.49	20.51	167.00
		Sunday	1 327.19	185.81	1 513.00	1 473.68	206.32	1 680.00
		Public Holiday	1 327.19	185.81	1 513.00	1 473.68	206.32	1 680.00
f		PAUPERS						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
g		Adult	612.28	85.72	698.00	679.82	95.18	775.00
		Child	307.02	42.98	350.00	341.23	47.77	389.00
h		EXHUMATIONS						
		Adult	2 742.11	383.89	3 126.00	3 043.86	426.14	3 470.00
		Child	1 497.37	209.63	1 707.00	1 662.28	232.72	1 895.00
		SPECIAL TRADITIONAL BURIALS	9 000.00	1 260.00	10 260.00	9 990.35	1 398.65	11 389.00
		RELIGIOUS SECTIONS: INTERMENT FEES ONLY - ADD 50%						
i		INTERMENT OF ASHES						
		Monday - Friday	388.60	54.40	443.00	431.58	60.42	492.00
		Saturday	678.95	95.05	774.00	754.39	105.61	860.00
j		Sunday / Public Holiday	776.32	108.68	885.00	861.40	120.60	982.00
		OFFICE FEES						
		Copies of Documents	57.89	8.11	66.00	64.04	8.96	73.00
k		Transfer of Grave Space Ownership	290.35	40.65	331.00	321.93	45.07	367.00
		Permit to Erect Headstone	194.74	27.26	222.00	215.79	30.21	246.00
		SURCHARGES						
l		Mondays - Saturdays after 15H30 - 18H00	100%		100%	100%		100%
		Sundays / Public Holidays after 15H30	400%		400%	400%		400%
		Late Arrival Fee	106.14	14.86	121.00	118.42	16.58	135.00
		Late Confirmation for Burials:-						
		- Saturdays after 12 Noon on the Preceeding Thursday	117.54	16.46	134.00	130.70	18.30	149.00
15.1.2		- Mondays after 9 AM on the Preceeding Friday	117.54	16.46	134.00	130.70	18.30	149.00
		INTERMENT FEE - ONLY PERMITTED ON BURIALS WITHIN ELECTED RELIGIOUS SECTIONS OF THE CEMETERIES						
a		CREMATORIUM						
		CREMATIONS						
		WEEKDAYS: MONDAY - FRIDAY						
a.1		Adult	1 163.16	162.84	1 326.00	1 291.23	180.77	1 472.00
		State Pensioner	580.70	81.30	662.00	644.74	90.26	735.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
a.2		Pauper	490.35	68.65	559.00	543.86	76.14	620.00
		Casket / Oversize (Optional)	194.74	27.26	222.00	215.79	30.21	246.00
		SURCHARGES - WEEKENDS						
		Saturday	131.58	18.42	150.00	146.49	20.51	167.00
		Sunday	3 489.47	488.53	3 978.00	3 872.81	542.19	4 415.00
	Public Holiday	3 489.47	488.53	3 978.00	3 872.81	542.19	4 415.00	
b b.1		CHILDREN UNDER 12 YEARS WEEKDAYS: MONDAY - FRIDAY						
		Child	580.70	81.30	662.00	644.74	90.26	735.00
		Pauper	244.74	34.26	279.00	271.93	38.07	310.00
b.2		SURCHARGES - WEEKENDS						
		Saturday	131.58	18.42	150.00	146.49	20.51	167.00
		Sunday	1 742.98	244.02	1 987.00	1 934.21	270.79	2 205.00
		Public Holiday	1 742.98	244.02	1 987.00	1 934.21	270.79	2 205.00
c		WALL OF REMEMBRANCE						
		Purchase of Single Memorial Tablet	862.28	120.72	983.00	957.02	133.98	1 091.00
	Purchase of Double Memorial Tablet	1 724.56	241.44	1 966.00	1 914.04	267.96	2 182.00	
d		GROUND ASH BURIALS (Based on crematorium ground)						
		Purchase of Plot	1 621.05	226.95	1 848.00	1 799.12	251.88	2 051.00
		Interment of Ashes in Plot	194.74	27.26	222.00	215.79	30.21	246.00
	Permit to Erect Plaque on Plot	194.74	27.26	222.00	215.79	30.21	246.00	
e		BOOK OF REMEMEBERANCE (Maximum 5 lines)						
		Inscription per line	72.81	10.19	83.00	80.70	11.30	92.00
	Insetion of Badge	194.74	27.26	222.00	215.79	30.21	246.00	
f		SURCHARGES						
f.1		Cremation After 15H00: Monday - Friday	100%		100%	100%		100%
f.2		Cremation on Sundays / Public Holidays during the hours of 08H00 - 15H00 will only be permitted in exceptional circumstances, at the discretion of the Manager	200%		200%	200%		200%

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
f.3		Late Arrival Fee (per every 15 Minutes late)	113.16	15.84	129.00	125.44	17.56	143.00
f.4		Cremations commencing at 13H30, the remains will not be available for collection on the same day of the cremation						
f.5		Same day ashes, provided the cremation is performed between 08H00 - 11H30	221.93	31.07	253.00	245.61	34.39	280.00
f.6		No collection of ashes will be permitted on weekends or public holidays						
f.7		NO CREMATIONS ON GOOD FRIDAY AND CHRISTMAS DAY						
f.8		Hire of Chapel without cremation	221.93	31.07	253.00	245.61	34.39	280.00
15.2		<u>KING WILLIAM'S TOWN</u>						
15.2.1		ADULTS						
a		WEEKDAYS: MONDAY - FRIDAY						
		Interment Fee	492.98	69.02	562.00	547.37	76.63	624.00
		Single Plot	316.67	44.33	361.00	350.88	49.12	400.00
		Double Plot	607.89	85.11	693.00	675.44	94.56	770.00
		Casket / Extra Depth (Optional)	248.25	34.75	283.00	276.32	38.68	315.00
		Permit	71.05	9.95	81.00	78.95	11.05	90.00
b		SURCHARGES - WEEKENDS						
		Saturday	141.23	19.77	161.00	157.02	21.98	179.00
		Sunday	494.74	69.26	564.00	549.12	76.88	626.00
		Public Holiday	494.74	69.26	564.00	549.12	76.88	626.00
15.2.2		CHILDREN UNDER 12 YEARS						
a		WEEKDAYS: MONDAY - FRIDAY						
		Interment Fee	192.11	26.89	219.00	213.16	29.84	243.00
		Single Plot	248.25	34.75	283.00	276.32	38.68	315.00
		Permit	71.05	9.95	81.00	78.95	11.05	90.00
		Casket / Extra Depth (Optional)	248.25	34.75	283.00	276.32	38.68	315.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
b		SURCHARGES - WEEKENDS						
		Saturday	141.23	19.77	161.00	157.02	21.98	179.00
		Sunday	494.74	69.26	564.00	549.12	76.88	626.00
		Public Holiday	494.74	69.26	564.00	549.12	76.88	626.00
15.2.3		WALL OF REMEMBRANCE						
		Sale of Niche Memorial	335.09	46.91	382.00	372.81	52.19	425.00
15.2.4		NOTE: OWING TO THE MUSLIM COMMUNITY'S REQUIREMENT THAT THEY PREPARE THEIR OWN GRAVES, THE ABOVEMENTIONED INTERMENT WILL BE HALVED						
15.2.5		BREIDBACH - ADULTS						
a		WEEKDAYS: MONDAY - FRIDAY						
		Interment Fee	272.81	38.19	311.00	302.63	42.37	345.00
		Single Plot	168.42	23.58	192.00	186.84	26.16	213.00
		Double Plot	342.98	48.02	391.00	381.58	53.42	435.00
		Casket / Extra Depth (Optional)	141.23	19.77	161.00	156.14	21.86	178.00
		Permit	71.05	9.95	81.00	78.95	11.05	90.00
b		SURCHARGES - WEEKENDS						
		Saturday	141.23	19.77	161.00	157.02	21.98	179.00
		Sunday	494.74	69.26	564.00	549.12	76.88	626.00
		Public Holiday	494.74	69.26	564.00	549.12	76.88	626.00
15.2.6		BREIDBACH - CHILDREN UNDER 12 YEARS						
a		WEEKDAYS: MONDAY - FRIDAY						
		Interment Fee	114.91	16.09	131.00	127.19	17.81	145.00
		Single Plot	127.19	17.81	145.00	140.35	19.65	160.00
		Casket / Extra Depth (Optional)	141.23	19.77	161.00	157.02	21.98	179.00
		Permit	71.05	9.95	81.00	78.95	11.05	90.00
b		SURCHARGES - WEEKENDS						
		Saturday	141.23	19.77	161.00	157.02	21.98	179.00
		Sunday	494.74	69.26	564.00	549.12	76.88	626.00
		Public Holiday	494.74	69.26	564.00	549.12	76.88	626.00
15.3		GINSBERG, DIMBAZA, ZWELITSHA, PHAKAMISA, ILITHA & BISHO						

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
15.3.1		ADULTS						
a		WEEKDAYS: MONDAY - FRIDAY						
		Interment Fee	212.28	29.72	242.00	235.96	33.04	269.00
		Single Plot	87.72	12.28	100.00	97.37	13.63	111.00
		Double Plot	158.77	22.23	181.00	175.44	24.56	200.00
		Casket / Extra Depth (Optional)	107.02	14.98	122.00	118.42	16.58	135.00
		Permit	71.05	9.95	81.00	78.95	11.05	90.00
b		SURCHARGES - WEEKENDS						
		Saturday	141.23	19.77	161.00	157.02	21.98	179.00
		Sunday	494.74	69.26	564.00	549.12	76.88	626.00
		Public Holiday	494.74	69.26	564.00	549.12	76.88	626.00
15.3.2		CHILDREN UNDER 12 YEARS						
a		WEEKDAYS: MONDAY - FRIDAY						
		Interment Fee	79.82	11.18	91.00	88.60	12.40	101.00
		Single Plot	31.58	4.42	36.00	35.09	4.91	40.00
		Casket / Extra Depth (Optional)	107.02	14.98	122.00	118.42	16.58	135.00
		Permit	71.05	9.95	81.00	78.95	11.05	90.00
b		SURCHARGES - WEEKENDS						
		Saturday	141.23	19.77	161.00	157.02	21.98	179.00
		Sunday	494.74	69.26	564.00	549.12	76.88	626.00
		Public Holiday	494.74	69.26	564.00	549.12	76.88	626.00
15.3.3		EXHUMATIONS						
		Adult	1 655.26	231.74	1 887.00	1 837.72	257.28	2 095.00
		Child	1 073.68	150.32	1 224.00	1 192.11	166.89	1 359.00
15.3.4		PAUPERS						
		Adult	370.18	51.82	422.00	410.53	57.47	468.00
		Child	150.88	21.12	172.00	166.67	23.33	190.00
15.3.5		OFFICE FEES						
		Certified Extract from Burial Register	35.96	5.04	41.00	39.47	5.53	45.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
15.3.6		Preparing & Issuing of Title to Exclusive Right of Burial on Grave Plot	71.05	9.95	81.00	78.95	11.05	90.00
		Examining Register	62.28	8.72	71.00	69.30	9.70	79.00
		Exchanging Plots	98.25	13.75	112.00	109.65	15.35	125.00
		MACLEANTOWN						
		Interments	319.30	44.70	364.00	355.26	49.74	405.00
		Purchase	17.54	2.46	20.00	19.30	2.70	22.00
15.3.7		INTERMENT OF ASHES IN EXISTING GRAVE	91.23	12.77	104.00	100.88	14.12	115.00
		NOTE: FOR ALL AREAS NOT CLASSIFIED ON THE TARIFF BOOK THAT FALL UNDER COASTAL OR MIDLAND AREAS, THE EAST LONDON TARIFFS WILL BE APPLIED, AND FOR THE INLAND AREAS, KING WILLIAM'S TOWN TARIFFS WILL BE APPLIED						
16		<u>LIBRARY ACTIVITY ROOM CHARGES</u>						
16.1		<u>EAST LONDON</u>						
16.1.1		<u>Deposit</u>	214.04	29.96	244.00	236.84	33.16	270.00
16.1.2		<u>Library Charges</u>						
		Photocopies A4 Library Material	0.44	0.06	0.50	0.49	0.07	0.56
		Photocopies A3 Library Material	0.88	0.12	1.00	0.99	0.14	1.12
		Reservation Fees	4.39	0.61	5.00	5.26	0.74	6.00
		Lost Library Cards	20.18	2.82	23.00	21.93	3.07	25.00
		Lost Book - plastic covers	7.02	0.98	8.00	7.89	1.11	9.00
		Lost Date Slips/Acc. Card Holders	4.39	0.61	5.00	5.26	0.74	6.00
16.1.3		<u>Fines (per day)</u>						
		Adult	0.31	0.04	0.35	0.35	0.05	0.40

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		Juvenile	0.04	0.01	0.05	0.04	0.01	0.05
		Video fines (per day)	4.39	0.61	5.00	5.26	0.74	6.00
		Maximum Fines (per book)						
		Adult	20.18	2.82	23.00	21.93	3.07	25.00
		Juvenile	5.26	0.74	6.00	5.26	0.74	6.00
		Creches - Deposit	341.23	47.77	389.00	378.95	53.05	432.00
		Inter Library Loans - National: Handling Fee plus Postage						
		Inter Library Loans - Local: Handling Fee plus Postage						
		Damaged or Lost Material - Replacement Value						
		Visitors Deposit - Non Fiction	307.02	42.98	350.00	341.23	47.77	389.00
		Visitors Deposit - Fiction	156.14	21.86	178.00	173.68	24.32	198.00
		Subscriptions - Adults	78.07	10.93	89.00	86.84	12.16	99.00
		Subscriptions - Children/Pensioners	39.47	5.53	45.00	43.86	6.14	50.00
		Subscriptions - Family	156.14	21.86	178.00	173.68	24.32	198.00
16.1.4		Vincent						
		- Mornings	64.91	9.09	74.00			
		- Afternoons	64.91	9.09	74.00			
16.1.5		Gompo						
		- Mornings	49.12	6.88	56.00	54.39	7.61	62.00
		- Afternoons	49.12	6.88	56.00	54.39	7.61	62.00
16.1.6		Beacon Bay						
a		- Profit Making Organisation						
		Big Activity Room	167.54	23.46	191.00	185.96	26.04	212.00
		Small Activity Room	97.37	13.63	111.00	107.89	15.11	123.00
		Braai Area	153.51	21.49	175.00			
		Kitchen	68.42	9.58	78.00	76.32	10.68	87.00
b		- Non Profit Making Organisation						
		Big Activity Room	51.75	7.25	59.00	57.02	7.98	65.00
		Small Activity Room	32.46	4.54	37.00	35.96	5.04	41.00
		Braai Area	194.74	27.26	222.00			
		Kitchen	32.46	4.54	37.00	35.96	5.04	41.00
16.1.7		Gonubie						
a		- Profit Making Organisation						
		- Per Morning	64.91	9.09	74.00	71.93	10.07	82.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
b		- Per Afternoon	64.91	9.09	74.00	71.93	10.07	82.00
		- Per Evening	128.95	18.05	147.00	142.98	20.02	163.00
		- Non Profit Making Organisation						
		- Per Morning	51.75	7.25	59.00	57.02	7.98	65.00
		- Per Afternoon	51.75	7.25	59.00	57.02	7.98	65.00
		- Per Evening	103.51	14.49	118.00	114.04	15.96	130.00
	16.2	<u>KING WILLIAM'S TOWN</u>						
		Photocopies - A4	0.44	0.06	0.50	0.49	0.07	0.56
		Photocopies - A3	0.88	0.12	1.00	0.99	0.14	1.12
		Reservation Fees	4.39	0.61	5.00	5.26	0.74	6.00
		Lost Library Cards	20.18	2.82	23.00	21.93	3.07	25.00
		Lost Book - plastic covers	7.02	0.98	8.00	7.89	1.11	9.00
		Lost Date Slips / Account Card Holders	4.39	0.61	5.00	5.26	0.74	6.00
	Fines (per day)							
	Adult				0.35	0.05	0.40	
	Juvenile				0.04	0.01	0.05	
	Fines per week or part thereof	3.51	0.49	4.00				
	Video Fines (per day)	4.39	0.61	5.00	5.26	0.74	6.00	
	Maximum Fines (per book)							
	Adult				21.93	3.07	25.00	
	Juvenile				5.26	0.74	6.00	
	Maximum Fines Per Item	20.18	2.82	23.00				
	Overnight Loans (per hour)	2.63	0.37	3.00	3.51	0.49	4.00	
	Group Act Room Hire	179.82	25.18	205.00	200.00	28.00	228.00	
	Inter library loans - postage charged on non-regional material.							
	Damaged / Lost Material - replacement value to be charged.							
	Annual Subscriptions - Adults	78.07	10.93	89.00	86.84	12.16	99.00	
	Annual Subscriptions - Children / Pensioners	38.60	5.40	44.00	42.98	6.02	49.00	
	Annual Subscriptions - Family (5 members)	156.14	21.86	178.00	173.68	24.32	198.00	
	Visitors Deposit - Non Fiction	307.02	42.98	350.00	341.23	47.77	389.00	
	Visitors Deposit - Fiction	156.14	21.86	178.00	173.68	24.32	198.00	
17		<u>WASTE MANAGEMENT</u>						
17.1		<u>All Areas</u>						
17.1.1		<u>Removal and Disposal of Domestic Refuse</u>						
a		<u>Door to Door collection</u>	87.72	12.28	100.00	97.37	13.63	111.00
		Domestic: For the weekly removal of 2 x 85 litre loads, or part thereof, of domestic						

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		refuse from any private dwelling or flat, paid monthly.						
b		Container Collection Where no door to door service is provided and containers are placed at strategic points, the tariff per consumer shall be per month. No bags will be provided and the container will be emptied once per week.	42.98	6.02	49.00	48.25	6.75	55.00
17.1.2		Removal and Disposal of Garden and / or Bulky Refuse Garden: Minimum charge Plus a charge per cubic metre.	142.98 69.30	20.02 9.70	163.00 79.00	157.89 77.19	22.11 10.81	180.00 88.00
17.1.3		Rental of 6M³ Bulk Refuse Containers for Private use The service shall be per container and clearance. All charges shall be paid in advance.	354.39	49.61	404.00	392.98	55.02	448.00
17.1.4		Removal and Disposal of Refuse from Properties Exempt from Municipal Rates, e.g. Schools, Churches. The charge for the weekly removal of 2 x 85 litre loads, or part thereof, of any refuse from properties exempt from Municipal Rates, shall be per month or part thereof, provided that if bulk refuse containers are used in place of approved refuse bins or bin liners, the charge applicable to the type of container in use, shall apply.	87.72	12.28	100.00	97.37	13.63	111.00
17.1.5		Removal and Disposal of Trade and Industrial Refuse						
a.1		Bins (85 litre capacity)						
a.1.a		Twice Weekly Removal The Charge shall be per month, or part thereof, for the removal of each 85 litre bin load.	197.37	27.63	225.00	219.30	30.70	250.00
a.1.b		Three Times a Week Removal The Charge shall be per month, or part thereof, for the removal of each 85 litre bin load.	295.61	41.39	337.00	328.95	46.05	375.00
a.1.c		Four Times a Week Removal The Charge shall be per month, or part thereof, for the removal of each 85 litre bin load.	394.74	55.26	450.00	438.60	61.40	500.00
a.1.d		Five Times a Week Removal The Charge shall be per month, or part thereof, for the removal of each 85 litre bin load.	492.98	69.02	562.00	547.37	76.63	624.00
a.2		Bins (240 litre capacity)						
a.2.a		Twice Weekly Removal The Charge shall be per month, or part thereof, for the removal of each 240 litre bin	557.02	77.98	635.00	618.42	86.58	705.00

Item	Code	Service	2009/2010 Total R/cents Excl VAT	2009/2010 VAT R/cents 14%	2009/2010 Total R/cents VAT Incl.	2010/11 Total R/cents Excl VAT	2010/11 VAT R/cents 14%	2010/11 Total R/cents VAT Incl.
		load.						
a.2.b		<u>Three Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 240 litre bin load.	835.09	116.91	952.00	927.19	129.81	1 057.00
a.2.c		<u>Four Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 240 litre bin load.	1 114.04	155.96	1 270.00	1 236.84	173.16	1 410.00
a.2.d		<u>Five Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 240 litre bin load.	1 392.11	194.89	1 587.00	1 545.61	216.39	1 762.00
a.3		<u>Bins (420 litre capacity)</u>						
a.3.a		<u>Twice Weekly Removal</u> The Charge shall be per month, or part thereof, for the removal of each 420 litre bin load.	973.68	136.32	1 110.00	1 080.70	151.30	1 232.00
a.3.b		<u>Three Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 420 litre bin load.	1 460.53	204.47	1 665.00	1 621.05	226.95	1 848.00
a.3.c		<u>Four Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 420 litre bin load.	1 947.37	272.63	2 220.00	2 162.28	302.72	2 465.00
a.3.d		<u>Five Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 420 litre bin load.	2 434.21	340.79	2 775.00	2 701.75	378.25	3 080.00
b.1		<u>Containers (Sprico type 1.1M³ capacity)</u> The Rental per month of part thereof. If no SPRICO is available, the customer to be charged only the service fee.	394.74	55.26	450.00	438.60	61.40	500.00
b.1.a		<u>Once Weekly Removal</u> The Charge shall be per month, or part thereof, for the removal of each 1.1M ³ bin load	333.33	46.67	380.00	370.18	51.82	422.00

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b.1.b		<u>Twice Weekly Removal</u> The Charge shall be per month, or part thereof, for the removal of each 1.1M³ bin load	665.79	93.21	759.00	738.60	103.40	842.00
b.1.c		<u>Three Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 1.1M³ bin load	999.12	139.88	1 139.00	1 109.65	155.35	1 265.00
b.1.d		<u>Four Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 1.1M³ bin load	1 330.70	186.30	1 517.00	1 477.19	206.81	1 684.00
b.1.e		<u>Five Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 1.1M³ bin load	1 664.04	232.96	1 897.00	1 846.49	258.51	2 105.00
b.2		<u>Containers (Sprico type 0.77M³ capacity)</u> The Rental per month of part thereof. If no SPRICO is available ,the customer to be charged only the service fee.	276.32	38.68	315.00	307.02	42.98	350.00
b.2.a		<u>Once Weekly Removal</u> The Charge shall be per month, or part thereof, for the removal of each 0.77M³ bin load	233.33	32.67	266.00	258.77	36.23	295.00
b.2.b		<u>Twice Weekly Removal</u> The Charge shall be per month, or part thereof, for the removal of each 0.77M³ bin load	466.67	65.33	532.00	517.54	72.46	590.00
b.2.c		<u>Three Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 0.77M³ bin load	699.12	97.88	797.00	776.32	108.68	885.00
b.2.d		<u>Four Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 0.77M³ bin load	931.58	130.42	1 062.00	1 034.21	144.79	1 179.00
b.2.e		<u>Five Times a Week Removal</u> The Charge shall be per month, or part thereof, for the removal of each 0.77M³ bin load	1 165.79	163.21	1 329.00	1 293.86	181.14	1 475.00
c		For the supply and servicing of each industrial type 6M³ container, the charge shall be:- A rental per month or part thereof	342.98	48.02	391.00	381.58	53.42	435.00
		A service charge per clearance	472.81	66.19	539.00	524.56	73.44	598.00
		A minimum charge will be levied on premises who do not request a service during one specific month	815.79	114.21	930.00	905.26	126.74	1 032.00
d		<u>Compacted or Shredded Refuse</u> The removal charge for stationary compactors shall be per M³ based on the volume of the containers	105.26	14.74	120.00	116.67	16.33	133.00

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e		An availability charge equal to that levied for the weekly removal of 2 x 85 litre loads of trade or industrial refuse shall be levied on every separate trade, industrial or professional entity. In the case of a body corporate, the Directorate of Community Services shall be responsible to determine the minimum service required and such body corporate be charged accordingly. (Excludes flats, townhouses, etc.)	197.37	27.63	225.00	219.30	30.70	250.00
f		Charges for services rendered under this heading shall be the liability of the owner of the premises, except where a container is required on a temporary basis when the user or the persons requesting the service shall be liable.						
g		An occupier of any premises may negotiate a refuse removal or any other cleansing service on his own behalf, at the discretion of the Head of the Department, in which case such occupier shall be responsible for the payment of all charges.						
h		Charges under this heading shall be payable as follows:- Service shall be paid monthly in arrears						
i		In the case where any charge made or levied shall remain unpaid after one (1) month from the date fixed by the Council for the payment thereof, interest thereon shall be charged and recovered by the time in terms of Sect 64(2)(g) of the Municipal Finance Management Act (Act 56 of 2003) for each month for which such charge remains unpaid. For the purpose of calculating interest, part of a month shall be deemed to be a month.						
j		All Government Educational Schools shall pay the same tariffs as stipulated in the tariff structure, with the exception that they should pay for 9 months per annum to compensate for holiday periods where no services are rendered due to the non-generation of refuse over these periods.						
17.1.6		<u>Disposal of Refuse not Removed by Council</u> For the disposal of any refuse not collected or removed by the Council but deposited on a Municipal Refuse Disposal Site, the charge shall be per M³, or part thereof, for uncompacted refuse; and per M³, or part thereof, for compacted or shredded refuse.	60.53 80.70	8.47 11.30	69.00 92.00	67.54 89.47	9.46 12.53	77.00 102.00
17.1.7		<u>Removal or Disposal of Animal Carcasses</u> For carcasses removed by Council the charge shall be:-						
a		Cats and Dogs etc. Charge per small carcass	64.91	9.09	74.00	71.93	10.07	82.00
		Cattle, Horses etc. Charge per large carcass	213.16	29.84	243.00	236.84	33.16	270.00

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b		For carcasses delivered to the disposal site the charge shall be:- - per small carcass. e.g. sheep, goats,dogs and cats - per large carcass. e.g. cattle and horses. Charges under this heading shall be paid in advance except that registered veterinarians may arrange payment monthly in arrears.	30.70 77.19	4.30 10.81	35.00 88.00	34.21 85.96	4.79 12.04	39.00 98.00
17.1.8		<u>Removal and Disposal of Motor Wrecks</u>						
a		For disposal only the charge shall be per wreck	100.88	14.12	115.00	112.28	15.72	128.00
b		For removal and disposal the charge shall be per wreck	197.37	27.63	225.00	219.30	30.70	250.00
17.1.9		<u>Destruction Charges</u> For destruction of condemned foodstuff, confidential documents or other waste material demanding immediate destruction, the charge shall be per M ³ , or part thereof.	73.68	10.32	84.00	81.58	11.42	93.00

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18		CITY HEALTH DEPARTMENT						
18.1		<u>Child Care Section</u>						
18.1.1		Basic educare orientation courses for operators and staff of day care centres. Recovery of expenditure on printing, paints, glue, stationery, etc.	236.84	33.16	270.00	263.16	36.84	300.00
18.1.2		Operators and staff of day care centres based in informal settlements or where children's fees are less than R70 per month.	140.35	19.65	160.00	156.14	21.86	178.00
18.2		<u>Pest Control Section</u>						
18.2.1		Various services. Pest Control Services relate to the control of pests on the municipal common property and service systems.						
18.2.2		The service is limited to municipal departments and indigent residents other than in the case of the control of bees and mosquitoes where all residents are serviced. Private pest control firms are available for normal residents / business.						
18.2.3		Households earning less than twice the amount of the Government Old Age Grant per month, qualify for services as an indigent. Proof of earnings must be submitted to the City Health Department on application.						
18.2.4		<u>Pest Control</u> (Charges have been calculated at cost)						
a		<u>Eradication of bee swarms per swarm</u>	154.39	21.61	176.00	171.05	23.95	195.00
b		<u>Disinfestation of ticks in yard areas</u> Areas less than 1000m ² (Standard Tariff) Areas larger than 1000m ² = Standard Tariff plus per square meter	204.39	28.61	233.00	227.19	31.81	259.00
c		<u>Destruction of rodents on premises</u> Service Fee Bait fee per 100g unit	95.61 14.04	13.39 1.96	109.00 16.00	105.26 15.79	14.74 2.21	120.00 18.00

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d		Disinfestation against cockroaches, fleas and bugs						
		Service Fee	95.61	13.39	109.00	105.26	14.74	120.00
		Insecticide fee per 330 ml unit	68.42	9.58	78.00	76.32	10.68	87.00
e		Control of mosquitoes	58.77	8.23	67.00	65.79	9.21	75.00
		Admin fee for cleaning of privately owned land						
f		Admin fee for cleaning of privately owned land	59.65	8.35	68.00	65.79	9.21	75.00
19		FIRE & EMERGENCY SERVICES						
19.1		Attending to Fires & Emergencies						
19.1.1		Rates per hour per vehicles (inclusive of staff and equipment where the availability levy is not paid)						
		Major Fire Vehicles	940.35	131.65	1 072.00	1 043.86	146.14	1 190.00
		Medium Fire Vehicles	470.18	65.82	536.00	521.93	73.07	595.00
		Service Fire Vehicles	243.86	34.14	278.00	271.05	37.95	309.00
19.1.2		Additional Personnel per hour (other than included above)						
		Officers	157.02	21.98	179.00	174.56	24.44	199.00
		Firemen	91.23	12.77	104.00	100.88	14.12	115.00
19.1.3		Consumable Materials (in addition to above)						
		Cost plus	30%		30%	30%		30%
19.1.4		Veld Fires						
		Outside Municipal area [per hour]	238.60	33.40	272.00	264.91	37.09	302.00
19.1.5		Fire Hydrant Levies						
		(Based on the same tariff levels as the water tariff structures)						
		0 - 6 kl	6.14	0.86	7.00	7.02	0.98	8.00
		7 - 10 kl	6.14	0.86	7.00	7.02	0.98	8.00
		11 - 20 kl	7.89	1.11	9.00	8.77	1.23	10.00
		21 - 30 kl	11.40	1.60	13.00	13.16	1.84	15.00

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		31 + kl	14.04	1.96	16.00	15.79	2.21	18.00
19.2		Training Courses (prices reflected are per candidate)						
		Basic Fire Training	163.16	22.84	186.00	180.70	25.30	206.00
		Fire Marshal	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Basic Breathing Apparatus	728.95	102.05	831.00	808.77	113.23	922.00
		Firefighter 1	6 679.82	935.18	7 615.00	7 414.91	1 038.09	8 453.00
		Firefighter 2	3 134.21	438.79	3 573.00	3 478.95	487.05	3 966.00
		Fire Officer 1	3 134.21	438.79	3 573.00	3 478.95	487.05	3 966.00
		Fire Instructors	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Advanced Breathing Apparatus	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Light / Rescue Recovery	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Pump Operators	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Hazmat Refresher [1 day]	311.40	43.60	355.00	346.49	48.51	395.00
		Hazmat Awareness [3 day]	624.56	87.44	712.00	692.98	97.02	790.00
		Hazmat Operations [4 day]	935.09	130.91	1 066.00	1 037.72	145.28	1 183.00
		Chloride Handling [2 day]	624.56	87.44	712.00	692.98	97.02	790.00
		Emergency Vehicle Driving	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Aerial Appliance	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Ship + Aircraft Firefighting	1 590.35	222.65	1 813.00	1 764.91	247.09	2 012.00
		Class IV Emergency Diving	6 652.63	931.37	7 584.00	7 384.21	1 033.79	8 418.00
		Class IV Emergency Dive Supervisor	5 707.02	798.98	6 506.00	6 335.09	886.91	7 222.00
		Hiring of Lecture Room [less than 5 hours / per hour]	157.02	21.98	179.00	174.56	24.44	199.00
		Hiring of Lecture Room and Facilities (per day)	742.11	103.89	846.00	824.56	115.44	940.00
		Accommodation facility (per night)	91.23	12.77	104.00	100.88	14.12	115.00
		Hiring of auditorium : including equipment, excluding consumables	2 271.93	318.07	2 590.00	2 521.93	353.07	2 875.00
19.3		Testing and Repairs to fire Hose						

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19.4		Pressure Testing Hose, per length	41.23	5.77	47.00	45.61	6.39	52.00
		Patching Hose, per patch	31.58	4.42	36.00	35.09	4.91	40.00
		<u>Binding Of Couplings (Price is per pair)</u>						
		Fire Hose - 38 mm	34.21	4.79	39.00	37.72	5.28	43.00
		Fire Hose - 45 mm	37.72	5.28	43.00	42.11	5.89	48.00
19.5		Fire Hose - 65 mm	41.23	5.77	47.00	45.61	6.39	52.00
		<u>Fire Levy (per month)</u>						
		Domestic	20.18	2.82	23.00	22.81	3.19	26.00
		Non Domestic						
		Small Power users (Scale 2)	35.09	4.91	40.00	39.47	5.53	45.00
		Industrial / Commercial - Large Power Users (Scale 3)	115.79	16.21	132.00	128.95	18.05	147.00
		Vacant Properties	23.68	3.32	27.00	26.32	3.68	30.00
	Charging of Cylinders [per cylinder]	22.81	3.19	26.00	25.44	3.56	29.00	
19.6		<u>Traffic Services</u>						
		Parking Meters (per hour)	4.39	0.61	5.00	5.26	0.74	6.00
		Towing Fees	341.23	47.77	389.00	378.95	53.05	432.00
		Towing Fees (Private Recovery vehicle) Tariff Plus	68.42	9.58	78.00	76.32	10.68	87.00
		Storage Fees (per day)	34.21	4.79	39.00	37.72	5.28	43.00
		Traffic Officer per hour (Monday to Saturday)	61.40	8.60	70.00	68.42	9.58	78.00
		Traffic Officer per hour (Sunday and Public Holidays)	73.68	10.32	84.00	81.58	11.42	93.00
19.7		Patrol Vehicle per km	4.39	0.61	5.00	5.26	0.74	6.00
		<u>Hawkers Fees</u>						
		Hawkers application fee	106.14	14.86	121.00	118.42	16.58	135.00
		Annual cleansing fee: charge per annum	114.04	15.96	130.00	127.19	17.81	145.00
		Issue of identity card	32.46	4.54	37.00	35.96	5.04	41.00
19.8		Release of impounded goods	170.18	23.82	194.00	188.60	26.40	215.00
20		Business Licenses (Formal Business)	605.00		605.00	672.00		672.00
20.1		<u>ADMINISTRATION CHARGE-OUT TARIFFS</u>						
		<u>Litter Deposit</u>						
		Events such as fun runs, races, big walks and marathons - A deposit is paid of which R50.00 is refunded once the Council is satisfied that the organisation has cleaned up	192.98	27.02	220.00	214.91	30.09	245.00

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20.2		all the litter generated as a result of that particular event. In addition, an amount is payable at the Traffic Dept for application & administration fee.	69.30	9.70	79.00	77.19	10.81	88.00
		Advertisements on Newspapers A deposit is paid - (road and beach closures)	959.65	134.35	1 094.00	1 065.79	149.21	1 215.00
21		DEVELOPMENT PLANNING TARIFF FEES						
21.1		Application for consent Application fees	1 138.60	159.40	1 298.00	1 263.16	176.84	1 440.00
21.2		Application for rezoning						
21.2.1		Erven 0 - 2500 m ²	1 213.16	169.84	1 383.00	1 346.49	188.51	1 535.00
21.2.2		Erven 2501 - 5 000 m ²	2 273.68	318.32	2 592.00	2 523.68	353.32	2 877.00
21.2.3		Erven 5001 - 10 000 m ²	4 547.37	636.63	5 184.00	5 048.25	706.75	5 755.00
21.2.4		Erven 1 ha - 5 ha	6 063.16	848.84	6 912.00	6 729.82	942.18	7 672.00
21.2.5		Erven over 5 ha	7 578.95	1 061.05	8 640.00	8 412.28	1 177.72	9 590.00
21.2.6		Advertising fees	1 514.91	212.09	1 727.00	1 681.58	235.42	1 917.00
21.3		Application for departure from building lines and Spaza Shop application fees						
21.3.1		Erven smaller than 500m ²	124.56	17.44	142.00	138.60	19.40	158.00
21.3.2		Erven 500 - 750m ²	241.23	33.77	275.00	267.54	37.46	305.00
21.3.3		Erven larger than 750m ²	483.33	67.67	551.00	536.84	75.16	612.00
21.3.4		Departures other than building lines and spaza shops	1 138.60	159.40	1 298.00	1 263.16	176.84	1 440.00
21.3.5		Advertising fee for temporary departures				1 650.88	231.12	1 882.00
21.4		Application for subdivision - application fees						

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21.4.1		Basic Fee	828.07	115.93	944.00	919.30	128.70	1 048.00
21.4.2		Charge per subdivision (Remainder considered a subdivision).	74.56	10.44	85.00	83.33	11.67	95.00
21.5		<u>Application for removal of restriction</u> Advertisement fees	5 305.26	742.74	6 048.00	5 888.60	824.40	6 713.00
21.6		<u>Application for Cell Mast (per application)</u>	2 273.68	318.32	2 592.00	2 523.68	353.32	2 877.00
21.7		<u>Sale or Lease of Land</u>						
21.7.1		Application fees (Refundable Deposit)	834.21	116.79	951.00	925.44	129.56	1 055.00
21.7.2		Advertising fee (Recoverable cost against Survey and Advertising)	5 236.84	733.16	5 970.00	5 813.16	813.84	6 627.00
21.7.3		Tender Application fee	36.84	5.16	42.00	41.23	5.77	47.00
21.7.4		Specialised Tenders	605.26	84.74	690.00	671.05	93.95	765.00
21.8		Zoning Certificate	34.21	4.79	39.00	37.72	5.28	43.00
21.9		Extension of Time	186.84	26.16	213.00	207.02	28.98	236.00
21.10		Amendments to existing subdivisions and rezonings	834.21	116.79	951.00	925.44	129.56	1 055.00
21.11		<u>Spacial Development Framework Documents - CD</u>						
		Town Planning Scheme - Document	486.84	68.16	555.00	540.35	75.65	616.00
		Town Planning Scheme - CD	97.37	13.63	111.00	107.89	15.11	123.00
21.11.1		<u>Survey Department - Drawing Office search fees</u>						
		Enquiries - rate per ¼ hour	21.05	2.95	24.00	23.68	3.32	27.00
		Photostats per copy - A4	2.63	0.37	3.00	3.51	0.49	4.00
		Photostats per copy - A3	2.63	0.37	3.00	3.51	0.49	4.00
		Photostats per copy - A4	2.63	0.37	3.00	3.51	0.49	4.00
		Photostats per copy - A3	2.63	0.37	3.00	3.51	0.49	4.00
		Photostats per copy - A1	23.68	3.32	27.00	26.32	3.68	30.00
21.11.2		<u>Maps & Plans</u>						
		A4 Size						
		LINE DRAWING (i.e. cadastral, incl. or excl. contours)	12.28	1.72	14.00	13.16	1.84	15.00
		ARCGIS DRAWING (i.e. line drawing with colour)	19.30	2.70	22.00	21.93	3.07	25.00
		AERIAL PHOTO (i.e. colour aerial view, incl. or excl. cad / contours)	54.39	7.61	62.00	60.53	8.47	69.00

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		A3 Size						
		LINE DRAWING (i.e. cadastral, incl. or excl. contours)	17.54	2.46	20.00	19.30	2.70	22.00
		ARCGIS DRAWING (i.e. line drawing with colour)	30.70	4.30	35.00	34.21	4.79	39.00
		AERIAL PHOTO (i.e. colour aerial view, incl. or excl. cad / contours)	87.72	12.28	100.00	97.37	13.63	111.00
		A2 Size						
		LINE DRAWING (i.e. cadastral, incl. or excl. contours)	28.95	4.05	33.00	32.46	4.54	37.00
		ARCGIS DRAWING (i.e. line drawing with colour)	47.37	6.63	54.00	52.63	7.37	60.00
		AERIAL PHOTO (i.e. colour aerial view, incl. or excl. cad / contours)	142.11	19.89	162.00	157.89	22.11	180.00
		A1 Size						
		LINE DRAWING (i.e. cadastral, incl. or excl. contours)	46.49	6.51	53.00	51.75	7.25	59.00
		ARCGIS DRAWING (i.e. line drawing with colour)	77.19	10.81	88.00	85.96	12.04	98.00
		AERIAL PHOTO (i.e. colour aerial view, incl. or excl. cad / contours)	228.95	32.05	261.00	254.39	35.61	290.00
		A0 Size						
		LINE DRAWING (i.e. cadastral, incl. or excl. contours)	72.81	10.19	83.00	80.70	11.30	92.00
		ARCGIS DRAWING (i.e. line drawing with colour)	121.93	17.07	139.00	135.96	19.04	155.00
		AERIAL PHOTO (i.e. colour aerial view, incl. or excl. cad / contours)	364.91	51.09	416.00	405.26	56.74	462.00
		Paper prints						
		A0 per copy	23.68	3.32	27.00	26.32	3.68	30.00
		A1 per copy	15.79	2.21	18.00	17.54	2.46	20.00
		A2 per copy	12.28	1.72	14.00	13.16	1.84	15.00
		Sepia Prints per meter	138.60	19.40	158.00	153.51	21.49	175.00
21.11.3		Digital Data (each tile covers an area of 3*2 km)						
		1 - 49 tiles (per tile)	1 022.81	143.19	1 166.00	1 135.96	159.04	1 295.00
		50 - 99 tiles	982.46	137.54	1 120.00	1 090.35	152.65	1 243.00
		100 - 199 tiles	885.96	124.04	1 010.00	983.33	137.67	1 121.00
		200 - 299 tiles	784.21	109.79	894.00	870.18	121.82	992.00
		300 - 399 tiles	699.12	97.88	797.00	776.32	108.68	885.00
		400 - 499 tiles	586.84	82.16	669.00	651.75	91.25	743.00
		500 - 540 tiles	504.39	70.61	575.00	559.65	78.35	638.00

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21.12		A tile will consist of components and their percentage of the total value of the tile Aerial photography 40 % Cadastral 20 % Contours 30 % Road center tiles 10 %						
21.12.1		Building Control Building costs for plan fees Class of Building - Rate per m ²						
		Dwelling House	2 679.82	375.18	3 055.00	2 974.56	416.44	3 391.00
		Outbuilding	2 234.21	312.79	2 547.00	2 479.82	347.18	2 827.00
		Flats / Hotels / Townhouses	3 062.28	428.72	3 491.00	3 399.12	475.88	3 875.00
		Shops / Schools / Churches	3 062.28	428.72	3 491.00	3 399.12	475.88	3 875.00
		Offices	3 190.35	446.65	3 637.00	3 541.23	495.77	4 037.00
		Carports	1 149.12	160.88	1 310.00	1 276.32	178.68	1 455.00
		Patios / Pergolas	1 149.12	160.88	1 310.00	1 276.32	178.68	1 455.00
		Basement Parking	1 658.77	232.23	1 891.00	1 842.11	257.89	2 100.00
21.12.2		Factories and Warehouses						
		First 5000 m ²	2 679.82	375.18	3 055.00	2 974.56	416.44	3 391.00
		Over 5000 m ²	2 234.21	312.79	2 547.00	2 479.82	347.18	2 827.00
21.12.3		Minor Work: Boundary Walls, etc (per plan)	102.63	14.37	117.00	114.04	15.96	130.00
21.12.4		Drainage Plans (per plan)	102.63	14.37	117.00	114.04	15.96	130.00
21.12.5		Swimming Pools (per plan)	243.86	34.14	278.00	271.05	37.95	309.00
21.12.6		Cellphone base station applications	11 356.14	1 589.86	12 946.00	12 605.26	1 764.74	14 370.00
21.12.7		General						
a		Plan approval fees be calculated on a flat 0.5% of the project value, with a minimum fee of R100						
b		Plan approval fees for Provincial Housing Board Subsidy Houses be calculated at a flat rate of R40.00 per unit .						
c		Subscription for building plan statistics:-						
		Monthly	10.53	1.47	12.00	11.40	1.60	13.00
		Annual	102.63	14.37	117.00	114.04	15.96	130.00
d		A0, A1, A2, A3, A4 - PHOTOSTATS						

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21.13		<u>Signage Control</u>						
21.13.1		<u>Banners</u>						
		Oxford Street & Mdantsane	994.74	139.26	1 134.00	1 104.39	154.61	1 259.00
		Gonubie, Beacon Bay, King William's Town & Zwelitsha	499.12	69.88	569.00	554.39	77.61	632.00
21.13.2		<u>Posters</u>						
		Charity events - non refundable deposits - 70% deposit refundable	192.98	27.02	220.00	214.91	30.09	245.00
		Other events - non refundable deposits - 70% deposit refundable	1 092.11	152.89	1 245.00	1 212.28	169.72	1 382.00
21.13.3		<u>Removal charges for loose portable signs (e.g. Estate Agents' for sale / on show)</u>						
		a) First offence - per sign	284.21	39.79	324.00	315.79	44.21	360.00
		b) Second offence - per sign	568.42	79.58	648.00	631.58	88.42	720.00
		c) Third offence - per sign	1 135.96	159.04	1 295.00	1 260.53	176.47	1 437.00
21.13.4		<u>Removal charges for sign boards</u>						
		a) Actual costs - minimum of R300						
		Plus penalty - per sign	341.23	47.77	389.00	378.95	53.05	432.00
21.13.5		<u>Removal charges for posters</u>						
		a) per poster - unpasted	114.04	15.96	130.00	127.19	17.81	145.00
		- pasted	284.21	39.79	324.00	315.79	44.21	360.00
21.13.6		<u>Application fee for advertising signs</u>						
		a) Per application	454.39	63.61	518.00	504.39	70.61	575.00
21.13.7		<u>Application fee for headline posters</u>						
		a) Annual deposit	6 814.04	953.96	7 768.00	7 563.16	1 058.84	8 622.00
		b) Annual administration fee	3 407.02	476.98	3 884.00	3 781.58	529.42	4 311.00
21.13.8		<u>Application fee for estate agent signs</u>						
		a) Annual deposit	6 814.04	953.96	7 768.00	7 563.16	1 058.84	8 622.00
		b) Annual administration fee	3 407.02	476.98	3 884.00	3 781.58	529.42	4 311.00
21.13.9		<u>Application fee for Billboard (<40 sq meters) on Private Property</u>						
		a) Per application	2 192.98	307.02	2 500.00	2 434.21	340.79	2 775.00
21.13.10		<u>Application fee for Super Billboard (>40 sq meters) on Private Property</u>						

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21.13.11		a) Per application Application fee for temporary wrapping sign on construction site	2 631.58	368.42	3 000.00	2 921.05	408.95	3 330.00
21.13.12		a) Per application Removal charges for trailer signs - per trailer	1 315.79	184.21	1 500.00	1 460.53	204.47	1 665.00
21.14		Bus Service						
		Stage Trip - 1 to 10 Stage Trips per Trip	6.14	0.86	7.00	6.14	0.86	7.00
		Clip cards - 10 trips (City)	52.63	7.37	60.00	58.77	8.23	67.00
		Clip cards - 44 trips (City)	222.81	31.19	254.00	247.37	34.63	282.00
		Single Trip (Gonubie)	10.53	1.47	12.00	11.40	1.60	13.00
		Clipcards - 10 trips (Gonubie)	90.35	12.65	103.00	100.00	14.00	114.00
		Clipcards - 44 trips (Gonubie)	379.82	53.18	433.00	421.05	58.95	480.00
		Private Hire - per km, with a minimum of 40 Km, plus the actual cost of the driver with a minimum of 6 hours, plus a 10% over and above surcharge.	10.53	1.47	12.00	11.40	1.60	13.00
22		SCIENTIFIC SERVICES TARIFF CHARGES						
22.1		General Where appropriate, a company order must be supplied when submitting the sample(s) In all cases, full details must be furnished as an account will be posted.						

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		If special or non-routine sample preparation is involved, and / or further investigation work is required for the report, an additional charge based on the time and materials is applicable.						
		Reports will be posted on completion. Reports can be faxed at the standard General Tariff.						
		While every effort is made to expedite analyses, no firm undertaking can be given regarding a completion date as this may be subject to factors beyond our control. Acceptance of samples for analysis is subject to the client's acceptance of this condition.						
22.1.1		In respect of any search for information , a standard fee for every quarter of an hour, or portion thereof, is applicable.	31.58	4.42	36.00	35.09	4.91	40.00
22.1.2		Photostat fees per A4 page.	2.63	0.37	3.00	3.51	0.49	4.00
22.1.3		An additional fee per attendance shall apply where an emergency bacteriological analysis requires staff attendance on Saturday, Sunday or Public Holiday.	371.93	52.07	424.00	412.28	57.72	470.00
22.1.4		Site Inspections: Building plans for Trade Effluent and Stormwater Pollution Control:- - per hour or part thereof	306.14	42.86	349.00	339.47	47.53	387.00
22.1.5		Pollution inspection and investigation: Industrial pollution incidents:- - per hour or part thereof	306.14	42.86	349.00	339.47	47.53	387.00
		Analyses marked with (*) are not available at present because of lack of demand. Please enquire concerning developments.						
22.2		Summarised costs						
		Water W1 : Stability / Corrosiveness	198.25	27.75	226.00	219.30	30.70	250.00
		Water W2 : Irrigation	357.02	49.98	407.00	396.49	55.51	452.00
		Water W3 : Potability / drinking water (cost increases with additional metals analysed)	545.61	76.39	622.00	605.26	84.74	690.00
		Water S1 : Standard effluent analysis (excludes metals)	392.98	55.02	448.00	435.96	61.04	497.00
		New mains testing	223.68	31.32	255.00	248.25	34.75	283.00
		New mains testing + sampling by Scientific Services staff	302.63	42.37	345.00	335.96	47.04	383.00
22.3		Parameter						
22.3.1		Physical / Chemical						

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		Alkalinity	28.95	4.05	33.00	32.46	4.54	37.00
		Ammonia	36.84	5.16	42.00	41.23	5.77	47.00
		Biological Oxygen Demand (BOD)	108.77	15.23	124.00	121.05	16.95	138.00
		Chemical Oxygen Demand (COD)	67.54	9.46	77.00	74.56	10.44	85.00
		Chloride	42.98	6.02	49.00	48.25	6.75	55.00
		Chlorine, residual	24.56	3.44	28.00	27.19	3.81	31.00
		Colour (Hazen)	19.30	2.70	22.00	21.93	3.07	25.00
		Conductivity	19.30	2.70	22.00	21.93	3.07	25.00
		Corrosivity	198.25	27.75	226.00	219.30	30.70	250.00
		Dissolved Oxygen (DO)	33.33	4.67	38.00	36.84	5.16	42.00
		Flocculation tests for water treatment	485.09	67.91	553.00	538.60	75.40	614.00
		Fluoride	49.12	6.88	56.00	54.39	7.61	62.00
		Hardness, total (Ca + Mg)	97.37	13.63	111.00	107.89	15.11	123.00
		Langelier Index	24.56	3.44	28.00	27.19	3.81	31.00
		Moisture + ash	54.39	7.61	62.00	60.53	8.47	69.00
		Moisture determination	31.58	4.42	36.00	35.09	4.91	40.00
		Nitrate	36.84	5.16	42.00	41.23	5.77	47.00
		Nitrite	36.84	5.16	42.00	41.23	5.77	47.00
		Oil and grease (petroleum ether extract)	108.77	15.23	124.00	121.05	16.95	138.00
		Orthophosphate	49.12	6.88	56.00	54.39	7.61	62.00
		Permanganate Value (PV) (4 hour)	36.84	5.16	42.00	41.23	5.77	47.00
		pH	19.30	2.70	22.00	21.93	3.07	25.00
		Ryznar Index	24.56	3.44	28.00	27.19	3.81	31.00
		Silica	42.98	6.02	49.00	48.25	6.75	55.00
		Sodium Adsorption Ratio (SAR)	19.30	2.70	22.00	21.93	3.07	25.00
		Sodium (% of cations)	19.30	2.70	22.00	21.93	3.07	25.00
		Solids, dissolved (determined)	36.84	5.16	42.00	41.23	5.77	47.00
		Solids, dissolved (calculated)	19.30	2.70	22.00	21.93	3.07	25.00
		Solids, settleable	19.30	2.70	22.00	21.93	3.07	25.00
		Solids, suspended	31.58	4.42	36.00	35.09	4.91	40.00
		Solids, total	36.84	5.16	42.00	41.23	5.77	47.00
		Stability pH	24.56	3.44	28.00	27.19	3.81	31.00
		Sugar	54.39	7.61	62.00	60.53	8.47	69.00
		Sulphate	42.98	6.02	49.00	48.25	6.75	55.00
		Turbidity	19.30	2.70	22.00	21.93	3.07	25.00

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22.3.2		Metals						
		Aluminium	42.98	6.02	49.00	48.25	6.75	55.00
		Arsenic	108.77	15.23	124.00	121.05	16.95	138.00
		Cadmium	42.98	6.02	49.00	48.25	6.75	55.00
		Calcium	42.98	6.02	49.00	48.25	6.75	55.00
		Chromium	42.98	6.02	49.00	48.25	6.75	55.00
		Cobalt	42.98	6.02	49.00	48.25	6.75	55.00
		Copper	42.98	6.02	49.00	48.25	6.75	55.00
		Iron	42.98	6.02	49.00	48.25	6.75	55.00
		Lead	42.98	6.02	49.00	48.25	6.75	55.00
		Magnesium	42.98	6.02	49.00	48.25	6.75	55.00
		Manganese	42.98	6.02	49.00	48.25	6.75	55.00
		Mercury	108.77	15.23	124.00	121.05	16.95	138.00
		Nickel	42.98	6.02	49.00	48.25	6.75	55.00
		Potassium	42.98	6.02	49.00	48.25	6.75	55.00
		Selenium	108.77	15.23	124.00	121.05	16.95	138.00
		Sodium	42.98	6.02	49.00	48.25	6.75	55.00
		Vanadium	42.98	6.02	49.00	48.25	6.75	55.00
		Zinc	42.98	6.02	49.00	48.25	6.75	55.00
		A suite of ≥ 8 metals (per metal)	36.84	5.16	42.00	41.23	5.77	47.00
	Note:							
	Additional metals can be analysed. Please discuss requirements with laboratory.							
22.3.3		Biological						
		Chlorophyll	85.09	11.91	97.00	94.74	13.26	108.00
		E coli I	54.39	7.61	62.00	60.53	8.47	69.00
		Faecal coliforms	49.12	6.88	56.00	54.39	7.61	62.00
		Faecal streptococci	54.39	7.61	62.00	60.53	8.47	69.00
		Heterotrophic plate count	42.98	6.02	49.00	48.25	6.75	55.00
		Phosphatase	42.98	6.02	49.00	48.25	6.75	55.00
		Standard plate count	42.98	6.02	49.00	48.25	6.75	55.00
		Total coliforms	49.12	6.88	56.00	54.39	7.61	62.00
		The listed charges exclude VAT; all charges are subject to VAT.						
22.3.4		Miscellaneous						
		Swimming pools : bact + pH + chlorine	141.23	19.77	161.00	157.02	21.98	179.00
		Watermain test (Contractors) : bact + pH + EC + chlorine + turbidity	161.40	22.60	184.00	179.82	25.18	205.00
		: Additional per sampling visit for above	306.14	42.86	349.00	339.47	47.53	387.00
	The listed charges exclude VAT; all charges are subject to VAT.							

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23		<u>EAST LONDON FRESH PRODUCE MARKET</u>						
23.1		<u>Cold Storage Tariffs</u>						
		Fresh produce or other articles, excluding bananas packed in containers (other than bags or pockets):	1.16	0.16	1.32	1.29	0.18	1.47
		Container not exceeding 10 000 cm	0.08	0.01	0.09	0.09	0.01	0.10
		Container exceeding 10 000 cm but not exceeding 15 000 cm	0.09	0.01	0.10	0.10	0.01	0.11
		Container exceeding 15 000 cm but not exceeding 20 000 cm	0.11	0.01	0.12	0.12	0.02	0.14
		Container exceeding 20 000 cm but not exceeding 40 000 cm	0.13	0.01	0.14	0.14	0.02	0.16
		Container exceeding 40 000 cm but not exceeding 60 000 cm	0.14	0.02	0.16	0.16	0.02	0.18
		Container exceeding 60 000 cm but not exceeding 80 000 cm	0.16	0.02	0.18	0.18	0.02	0.20
		Container exceeding 80 000 cm but not exceeding 100 000 cm	0.29	0.04	0.33	0.32	0.05	0.37
		Container exceeding 100 000 cm but not exceeding 500 000 cm	0.44	0.06	0.50	0.49	0.07	0.56
		Container exceeding 500 000 cm	1.17	0.16	1.33	1.30	0.18	1.48
		Packed in bags or pockets or similar containers:						
		Per bag or pocket with nett mass not exceeding 6kg	0.09	0.01	0.10	0.10	0.01	0.11
		Per bag or pocket with nett mass exceeding 6kg but not exceeding 11kg	0.11	0.01	0.12	0.12	0.02	0.14
		Per bag or pocket with nett mass exceeding 11kg but not exceeding 16kg	0.13	0.01	0.14	0.14	0.02	0.16
		Per bag or pocket with nett mass exceeding 16kg but not exceeding 36kg	0.19	0.02	0.21	0.21	0.03	0.24
		Per bag or pocket with nett mass exceeding 36kg	0.29	0.04	0.33	0.32	0.05	0.37
		Unpacked loose produce or other articles per unit	0.44	0.06	0.50	0.49	0.07	0.56
		(Treble these tariffs shall be applicable in respect of fresh produce not purchased / sold through the market.)						
		Special tariff for bulk deposits (10 000 cartons or more) may be negotiated - Approval of CFO						
23.2		<u>Banana Ripening Tariffs (Ripening Cycle)</u>						
		20 kg box of bananas	1.58	0.22	1.80	1.75	0.25	2.00
23.3		<u>Market Trolley Hire</u>						
		Hire of trolley (per day)	3.90	0.55	4.45	4.33	0.61	4.94
23.4		<u>Cage Storage</u>						
		Storage rental (per day)	1.97	0.28	2.25	2.19	0.31	2.49
23.5		<u>General Tariffs</u>						
23.5.1		Registration of Porters to conduct business on the market				43.86	6.14	50.00
23.5.2		Transaction Fee				0.05	0.01	0.06

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23.5.3		Replacement of Buyer's Card (per card)				8.77	1.23	10.00
24		<u>ALL DIRECTORATES - GENERAL TARIFFS</u>						
24.1		<u>Tariffs For Private Photostats, Facsimile And Information Printouts</u>						
		Photostats per Copy A4 - Black and White	1.75	0.25	2.00	2.63	0.37	3.00
		Photostate per Copy A4 - Colour	8.77	1.23	10.00	9.65	1.35	11.00
		Photostats per Copy A3 - Black and White	2.63	0.37	3.00	3.51	0.49	4.00
		Photostats per Copy A3 - Colour	16.67	2.33	19.00	18.42	2.58	21.00
		Facsimile per Page - Local	4.39	0.61	5.00	5.26	0.74	6.00
		Facsimile per Page - National	5.26	0.74	6.00	6.14	0.86	7.00
		Facsimile per Page - International	10.53	1.47	12.00	11.40	1.60	13.00
24.2		<u>Information Printouts</u>						
		Address List of Consumers - Cost Per Page	4.39	0.61	5.00	5.26	0.74	6.00
		Estimate Book	472.81	66.19	539.00	524.56	73.44	598.00
		Tariff Book	107.89	15.11	123.00	120.18	16.82	137.00
		Financial Statements	22.81	3.19	26.00	25.44	3.56	29.00
		Preparing Issuing of Clearances	70.18	9.82	80.00	78.07	10.93	89.00
		Search Fees	21.05	2.95	24.00	23.68	3.32	27.00
		Photostats Per Copy - Account printout from Customer Care Centre	2.63	0.37	3.00	3.51	0.49	4.00
24.3		<u>Dog Pound Fees</u>						
		Boarding	57.02	7.98	65.00	63.16	8.84	72.00
		Vaccination & Dipping	45.61	6.39	52.00	50.88	7.12	58.00
		Transport	34.21	4.79	39.00	37.72	5.28	43.00
		Cremation	45.61	6.39	52.00	50.88	7.12	58.00
24.4		<u>Dog Tax - East London & King William's Town</u>						
		1 Dog	45.61	6.39	52.00	50.88	7.12	58.00
		2nd and 3rd Dog	68.42	9.58	78.00	76.32	10.68	87.00
		1 Bitch	125.44	17.56	143.00	139.47	19.53	159.00
		2nd and 3rd Bitch	135.96	19.04	155.00	150.88	21.12	172.00

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24.5		Penalties - 15 % per month up to maximum of a year's dog tax fees. Blocking Administration Fee Administration fee in respect of blocking of electricity supply due to non-payment	29.82	4.18	34.00	33.33	4.67	38.00
24.6		Debt Collection Fee Percentage fee in respect of debt collection where debtors have been handed over to Debt Collectors, calculated on the amount collected by the Debt Collector	15%		15%	15%		15%
24.7		Account Reconciliation Administration Fee Administration fee in respect of reconciliations prepared for debtors on their billing accounts: - 1 to 24 Months - 25 to 48 Months - 49 to 72 Months - 73 Months or more	40.35 79.82 120.18 159.65	5.65 11.18 16.82 22.35	46.00 91.00 137.00 182.00	44.74 88.60 133.33 177.19	6.26 12.40 18.67 24.81	51.00 101.00 152.00 202.00
24.8		Transaction Fee (per transaction) Minimum Cash Handling Fee Debit Card Transaction Credit Card Transaction Diners Card Commission Amex Card Commission EasyPay South African Post Office	0.20 - 0.50% 0.25 - 0.85% 1.25 - 2.60% 2.05 - 2.50% 2.29 - 2.50% 4.39 7.02	 0.61 0.98	0.20 - 0.50% 0.25 - 0.85% 1.25 - 2.60% 2.05 - 2.50% 2.29 - 2.50% 5.00 8.00	0.20 - 0.50% 0.25 - 0.85% 1.25 - 2.60% 2.05 - 2.50% 2.29 - 2.50% 5.26 7.89	 0.74 1.11	0.20 - 0.50% 0.25 - 0.85% 1.25 - 2.60% 2.05 - 2.50% 2.29 - 2.50% 6.00 9.00

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25		FEES PAYABLE IN TERMS OF THE ACCESS TO INFORMATION ACT						
		Annexure A						
25.1		General : Value-Added Tax Public and private bodies registered as vendors under the Value-Added Tax Act, 1991 (Act 89 of 1991) may add value-added tax to all fees prescribed in this Annexure.						
25.2		Fees In Respect Of Guide The fee for a copy of the guide as contemplated in regulations 2(3)(b) and 3(4)(c) for every photocopy of an A4-size page, or part thereof.	0.61	0.09	0.70	0.61	0.09	0.70
25.3		Fees In Respect Of Public Bodies						
25.3.1		The fee for a copy of the manual as contemplated in regulation 5(c) for every photocopy of an A4-size page, or part thereof.	0.61	0.09	0.70	0.61	0.09	0.70
25.3.2		The fees for reproduction referred to in regulation 7(1) are as follows:-						
a		For every photocopy of an A4-size page, or part thereof	0.61	0.09	0.70	0.61	0.09	0.70
b		For every printed copy of an A4-size page, or part thereof, held on a computer or in electronic or machine-readable form	0.39	0.06	0.45	0.39	0.06	0.45
c		For a copy of:-						
c.1		- Stiffy disk	5.00	0.70	5.70	5.00	0.70	5.70
c.2		- Compact disc	39.47	5.53	45.00	39.47	5.53	45.00
d		Visual Images:-						
d.1		For a transcription of visual images, per A4-size page, or part thereof.	21.93	3.07	25.00	21.93	3.07	25.00
d.2		For a copy of visual images	59.65	8.35	68.00	59.65	8.35	68.00

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e		Audio Records:-						
e.1		For a transcription of an audio record, per A4-size page or part thereof	12.02	1.68	13.70	12.02	1.68	13.70
e.2		For a copy of an audio record	17.02	2.38	19.40	17.02	2.38	19.40
25.3.3		The request fee payable by every requester, other than a personal requester, referred to in regulation 7(2)	35.09	4.91	40.00	35.09	4.91	40.00
25.3.4		The access fees payable by a requester referred to in regulation 7(3) are as follows:-						
a		For every photocopy of an A4-size page or part thereof	0.61	0.09	0.70	0.61	0.09	0.70
b		For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	0.39	0.06	0.45	0.39	0.06	0.45
c		For a copy of:-						
c.1		- Stiffy disc	5.00	0.70	5.70	5.00	0.70	5.70
c.2		- Compact disc	39.47	5.53	45.00	39.47	5.53	45.00
d		Visual Images:-						
d.1		For a transcription of visual images, per A4-size page, or part thereof	21.93	3.07	25.00	21.93	3.07	25.00
d.2		For a copy of visual images	59.65	8.35	68.00	59.65	8.35	68.00
e		Audio Records:-						
e.1		For a transcription of an audio record, per A4-size page, or part thereof	12.02	1.68	13.70	12.02	1.68	13.70
e.2		For a copy of an audio record	17.02	2.38	19.40	17.02	2.38	19.40
f		To search for and prepare the record for disclosure, per hour or part thereof, excluding the first hour, reasonably required for such search and preparation.	14.91	2.09	17.00	14.91	2.09	17.00
25.3.5		For purposes of section 22(2) of the Act, the following applies:-						
a		Six hours as the hours to be exceeded before a deposit is payable; and						
b		one third of the access fee is payable as a deposit by the requester.						
25.3.6		The actual postage is payable when a copy of a record must be posted to a requester.	Postage		Postage	Postage		Postage
25.3.7		The tariff for the valuation roll that MIS puts onto disc for estate agents needs to be included.	764.91	107.09	872.00	764.91	107.09	872.00

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26		<u>EAST LONDON INDUSTRIAL DEVELOPMENT ZONE (ELIDZ)</u>						
26.1		<u>POTABLE WATER SUPPLY</u>						
26.1.1		Deposits All customers under this tariff will be required to deposit a sum of money with the ELIDZ as security for payment of any water charges due, or which may become due to the ELIDZ. The amounts to be deposited shall be based on twice the estimated average monthly consumption of the customer, but not less the minimums shown below:-						
a		Industrial minimum	537.72	75.28	613.00	596.49	83.51	680.00
b		Others minimum	269.30	37.70	307.00	298.25	41.75	340.00
26.1.2		Normal Tariffs for Supply of Water						
a		Bulk industrial / commercial supply per kl	7.23	1.01	8.25	8.03	1.12	9.15
b		Metered fire connection per kl	7.23	1.01	8.25	8.03	1.12	9.15
c		Unmetered fire connection (Rental) per month	81.58	11.42	93.00	90.35	12.65	103.00
26.1.3		Punitive Tariff When Water is Scarce (By Special Resolution of BCM Council)						
		Bulk industrial / commercial supply per kl	8.32	1.16	9.48	9.24	1.29	10.53

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26.1.4		Building Water Where potable water is required for building works, the owner or the builder shall apply on the prescribed form and shall pay the amounts set out below and the monthly accounts. The deposit or the balance thereof, after the payment of all accounts, shall be refunded on completion of the work.						
a		Standard connection fee each	3 149.12	440.88	3 590.00	3 495.61	489.39	3 985.00
b		Deposit (0.25% of the total value of the building work) minimum	482.46	67.54	550.00	535.09	74.91	610.00
c		Tariff per kl	7.89	1.11	9.00	8.77	1.23	10.00
		Charges for Connections Water deposits are to be paid with connection charges in advance of work being carried out. The charges for new connections shall be as follows:-						
26.1.5		Normal Metered Water Connections						
a		15 mm each	1 208.77	169.23	1 378.00	1 342.11	187.89	1 530.00
b		20 mm each	1 578.07	220.93	1 799.00	1 751.75	245.25	1 997.00
c		25 mm each	4 259.65	596.35	4 856.00	4 728.07	661.93	5 390.00
d		40 mm each	7 758.77	1 086.23	8 845.00	8 612.28	1 205.72	9 818.00
26.1.6		Combination Metered Connections						
a		50 mm each	22 196.49	3 107.51	25 304.00	24 637.72	3 449.28	28 087.00
b		80 mm each	32 207.02	4 508.98	36 716.00	35 750.00	5 005.00	40 755.00
c		100 mm each	44 110.53	6 175.47	50 286.00	48 962.28	6 854.72	55 817.00
d		150 mm each	65 010.53	9 101.47	74 112.00	72 162.28	10 102.72	82 265.00
26.1.7		Metered Sprinkler Connections						
a		100 mm each	23 347.37	3 268.63	26 616.00	25 915.79	3 628.21	29 544.00
b		150 mm each	36 178.95	5 065.05	41 244.00	40 157.89	5 622.11	45 780.00
26.1.8		Hire of Temporary Metered Standpipe Connection						
a		50 mm (includes installation and removal) each	4 271.05	597.95	4 869.00	4 741.23	663.77	5 405.00
b		Deposit (refundable when service is no longer required) sum	830.70	116.30	947.00	921.93	129.07	1 051.00

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26.1.9		Sundry Service Charges						
a		Flow and pressure test of water main per test	915.79	128.21	1 044.00	1 016.67	142.33	1 159.00
b		Wasted visit of serviceman per visit	457.89	64.11	522.00	508.77	71.23	580.00
		Applicable for visits requested by the customer or builder which prove to be wasted due to the site not being cleared beforehand, or if the reported problem is found to be due to an internal problem.						
c		Closing and re-opening of ELIDZ valves requested by Customer or builder per set	891.23	124.77	1 016.00	989.47	138.53	1 128.00
d		Repair of meter connection or stopcock (15 mm and 20 mm) per event	953.51	133.49	1 087.00	1 058.77	148.23	1 207.00
		Note: Repairs of meter connection, stopcock or valve 25 mm and larger will be charged at cost plus 10%						
e		Disconnection of water supply per event	457.89	64.11	522.00	508.77	71.23	580.00
f		Replacement of meter temporarily removed at request of the customer. per event	573.68	80.32	654.00	635.96	89.04	725.00
g		Replacement of meter unlawfully removed or by-passed by the occupier or owner. per event	953.51	133.49	1 087.00	1 058.77	148.23	1 207.00
		Note: An additional charge will be made for water used, the value of which will be estimated by the CEO.						
h		Availability charge per month (Applicable to even not connected to the ELIDZ water supply system)	35.96	5.04	41.00	39.47	5.53	45.00
i		Testing of meter requested by Customer per test (Charge will only be payable if meter is found to over-record by less than 3%)	Cost + 10%		Cost + 10%	Cost + 10%		Cost + 10%
26.2		SEWERAGE						
26.2.1		Industrial Dry (Applicable to industries using less than 50 kl of water per month on an average)						
a		Pan charge per pan per month	114.08	15.97	130.05	126.63	17.73	144.36
b		Monthly area charge per month The square root of the land area in m ² x R value	10.38	1.45	11.83	11.52	1.61	13.13
26.2.2		Industrial Wet (Applicable to industries using more than 50 kl of water per month on an average)						
a		Monthly pan charge per pan per month	106.77	14.95	121.72	118.51	16.59	135.11
b		Monthly area charge per month The square root of the land area in m ² x R value	11.84	1.66	13.50	13.14	1.84	14.98

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26.2.3		Conveniences During Building Operations Charge for temporary toilets installed by builder on building sites per pan for use during the duration of the building activity.	957.89	134.11	1 092.00	1 063.16	148.84	1 212.00
26.2.4		Sewerage Connections In respect of properties connected for the first time to the IDZ wastewater drainage system, the charges shall be:-						
a		100 mm dia connection for first connection	1 473.68	206.32	1 680.00	1 635.96	229.04	1 865.00
b		150 mm dia connection for first connection	1 842.11	257.89	2 100.00	2 044.74	286.26	2 331.00
		No matter whether the above connections are used or not, all additional connections shall be charged at cost plus 10%.						
26.2.5		Service Charges						
a		Charge for visit of serviceman per visit The above charge shall be applicable where a property owner or occupier requests a service call for a problem which is found to be an internal problem.	369.30	51.70	421.00	409.65	57.35	467.00
b		Charge for clearance of ELIDZ sewer serving one property only per clearance	737.72	103.28	841.00	819.30	114.70	934.00
26.3		<u>ELECTRICITY SERVICE</u>						
26.3.1		Large Power Users: Tariff Designation: Scale 3A						
		Nominal supply voltage to customer 420V						
		Monthly maximum electricity supply capacity 150A						
a		Monthly maximum demand kVA / month	92.75619	12.98587	105.7421	113.16255	15.84276	129.0053
b		Active energy kWh	0.25212	0.03530	0.2874	0.30759	0.04306	0.3506
c		Basic charge per month	300.91081	42.12751	343.0383	367.11119	51.39557	418.5068
26.3.2		Time of Use Tariff: Tariff Designation: Scale 4						
		Nominal supply voltage to customer 420V or 11 000V						
		Monthly maximum electricity supply capacity (Subject to agreement with ELIDZ) kVA						
a		Basic charge per month	452.29625	63.32148	515.6177	551.80143	77.25220	629.0536
b		Monthly Maximum Demand:-						
		a) High season kW / month	41.17004	5.76381	46.9338	50.22745	7.03184	57.2593
		b) Low season kW / month	37.13844	5.19938	42.3378	45.30890	6.34325	51.6521
c		High Season Active Energy Charge:-						
		a) Peak period kWh	1.00836	0.14117	1.1495	1.23020	0.17223	1.4024
		b) Standard period kWh	0.41740	0.05844	0.4758	0.50923	0.07129	0.5805

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d		c) Off peak period Low Season Active Energy Charge:- a) Peak period b) Standard period c) Off peak period	kWh kWh kWh kWh	0.23945 0.66986 0.37455 0.21572	0.03352 0.09378 0.05244 0.03020	0.2730 0.7636 0.4270 0.2459	0.29213 0.81723 0.45695 0.26318	0.04090 0.11441 0.06397 0.03684	0.3330 0.9316 0.5209 0.3000
e		Reactive energy charge in peak and standard periods	kVArh	0.09237	0.01293	0.1053	0.11269	0.01578	0.1285
26.3.3		Capital Connection Charges (non refundable, and payable upon application)							
a		Large power user on tariff 3A		No charge		No charge	No charge		No charge
b		Time of use tariff, single 11 kV service, with a maximum demand of less than 3.5 MVA	per connection	Actual cost		Actual cost	Actual cost		Actual cost
c		Time of use tariff, dual 11 kV service, with a maximum demand of less than 3.5 MVA	per connection	Actual cost		Actual cost	Actual cost		Actual cost
d		Time of use tariff, requiring either a single or a dual 11 kV service with a maximum demand of greater than 3.5 MVA	per connection	Actual cost		Actual cost	Actual cost		Actual cost
26.3.4		Security deposit Calculated on the forecasted monthly maximum demand and energy applicable for a period of 3 months and subject to a minimum of:		1 038.88	145.44	1 184.33	1 267.44	177.44	1 444.88